



06 March 2018

NOTICE OF MEETING

Dear Councillor,

The next Ordinary Meeting of Council will be held in the Council Chamber at 6.30 pm on Tuesday, 13 March 2018.

The attached agenda is presented for your consideration.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jonathan Throssell".

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

Please Note

If an Elected Member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior employee (noted in the report) prior to the meeting.

AGENDA
ORDINARY COUNCIL MEETING
13 MARCH 2018

ATTENTION/DISCLAIMER

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by an Elected Member or employee, or on the content of any discussion occurring during the course of the Meeting. Persons should be aware that regulation 10 of the *Local Government (Administration) Regulations 1996* establishes procedures to revoke or change a Council decision. No person should rely on the decisions made by Council until formal written advice of the Council decision is received by that person.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by an Elected Member or employee, or the content of any discussion occurring during the course of the Council Meeting.

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ORDINARY COUNCIL MEETING COUNCIL CHAMBER – 6.30 PM

1.0 OPENING PROCEDURES

Acknowledgement of Country

Shire of Mundaring respectfully acknowledges Noongar elders past and present and their people (specifically the Whadjuk people who are from this area) who are the traditional custodians of this land.

Recording of Meeting

Members of Council and members of the gallery are advised that this meeting will be audio-recorded.

1.1 Announcement of Visitors

1.2 Attendance/Apologies/Approved Leave of Absence

Staff	Andrea Douglas	Minute Secretary
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Apologies

Leave of Absence	Cr Stephen Fox	East Ward
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Guests

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Elected Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (*Sections 5.70 and 5.71 of the Local Government Act 1995*).

3.2 Declaration of Interest Affecting Impartiality

An Elected Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.1 Public Questions Taken on Notice

At the Ordinary Council meeting held 23 January 2018, Mr John Harris of Darlington asked a number of questions which were taken on notice. A response was provided to Mr Harris by the Acting Chief Executive Officer in writing. Below is a summary of the questions and the response provided.

Question 1

Since inception of the Waste Levy, what is the total contribution of the Shire of Mundaring and also the EMRC's on behalf of its collective stakeholders?

Response

The EMRC has advised its total of Waste Levy payments from waste delivered to Redhill Landfill facility in the period from 1 July 1998 to 31 December 2017 was \$82.137 million. This includes waste from all member Councils and commercial customers. The portion of that payment that can be attributed to the Shire of Mundaring waste is approximately \$4.6 million.

Question 2

Has funding from the Waste Authority been employed to date, towards the present Red Hill facilities?

Response

The EMRC has received grants from the Waste Authority of \$30,000 towards the development of the Waste Education Centre at Redhill and \$3,000 towards the R Gang mannequins which are used at events to encourage Reduce, Reuse, Recycle and Recover of waste material.

Question 3

Was the Waste Management Authority approached or considered as an alternative to entering into the East Rockingham Solution with a view to establishing the facility at Red Hill?

Response

The Waste Authority and State Politicians were approached for funding assistance when a facility was being considered at Redhill. Should the current preferred proposed facility be accepted it be up to the private owners to seek grants and financing for the project.

At the Ordinary Council meeting held 13 February 2018, Mr Eric Smith of Glen Forrest asked a question which was taken on notice. A response was provided to Mr Smith by the Acting Chief Executive Officer in writing. Below is a summary of the question and the response provided.

Question 1

Late last year two Shire officers attended a presentation in Sydney. What was the total cost for this trip and was it necessary for the officers to attend to receive the award on behalf of the Shire?

Response 1

Two staff attended the 2017 National Planning Conference, which also included the Annual PIA National Awards for Planning Excellence. The attendance at such conferences formed part of contract arrangements and the Shire's training and development program". The total cost was \$3876.68.

5.0 PUBLIC QUESTION TIME

15 minutes (with a possible extension of two extra 15 minute periods) are set aside at the beginning of each Council meeting to allow members of the public to ask questions of Council.

Public Question Time is to be conducted in accordance with Shire of Mundaring Meeting Procedures Local Law 2015.

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 13 February 2018 be confirmed.

8.0 PRESENTATIONS

8.1 Deputations

- (1) Members of the public may, during the deputations segment of the order of business and with the consent of the Presiding Member, make a public statement on any matter that appears on the agenda for that meeting provided that –
 - a) the deputation is limited to a maximum of 3 minutes, unless otherwise determined by the Presiding member;
 - b) the deputation is not offensive or defamatory in nature, providing that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement in a manner that is not offensive or defamatory; and

- c) no discussion or questions relating to the deputation are permitted, unless otherwise determined by the Presiding Member.
- (2) Fifteen minutes is to be allocated for deputations.
- (3) Once all statements have been made, nothing prevents the unused part of the deputation time period from being used for other matters.
- (4) If the 15 minute period set aside for deputations is reached, Council may resolve by resolution that statement time be extended for no more than two 15 minute extensions.

8.2 Petitions

- (1) A petition is to –
 - a) be addressed to the President;
 - b) be made by electors of the district;
 - c) state the request on each page of the petition;
 - d) contain the legible names, addresses and signatures of the electors making the request;
 - e) contain a summary of the reasons for the request;
 - f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
 - g) not contain offensive or insulting language.
- (2) On the presentation of a petition –
 - a) the member presenting it or the CEO is confined to reading the petition; and
 - b) the only motion that is in order is that the petition be received and that it be referred to the CEO for action.
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
 - a) The matter is the subject of a report included in the agenda; and
 - b) The Council has considered the issues raised in the petition.

8.3 Presentations

9.0 REPORTS OF COMMITTEES

9.1 Reports of Audit and Risk Committee 20 February 2018

Please note: The '**ATTACHMENTS**' referred to in the following Committee report/s refer to the unconfirmed minutes of the Committee meeting and not the Council meeting. (**see Audit & Risk Committee Minutes here**).

Compliance Audit Return 2017

File Code	GV.CAR 1
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Paul O'Connor, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. 2017 Compliance Audit Return ↗2. Independent Review of 2017 CAR - Peyton Consulting (confidential) (under separate cover)

SUMMARY

The purpose of this report is to present the Audit and Risk Committee with the completed 2017 Compliance Audit Return (CAR).

The Audit and Risk Committee is requested to review the CAR and recommend its adoption to Council.

BACKGROUND

In accordance with the *Local Government Act 1995* and *Local Government (Audit) Regulations 1996*, a local government is required to complete an annual CAR for the period 1 January to 31 December of the preceding year.

The CAR, after being adopted by Council, is to be forwarded to the Department of Local Government and Communities by 31 March 2018.

The CAR is traditionally undertaken as an exercise of self-assessment; however after previous feedback from the Audit and Risk Committee a decision was made to engage an external party to conduct an independent assessment of the 2016 CAR. The same approach has been adopted in completing the 2017 CAR; to this end Peyton Consulting were engaged to complete an independent assessment in January 2018.

Peyton Consulting's scope of works involved using the questions in the Department of Local Government and Communities CAR to identify the Shire's degree of compliance or non-compliance. This was achieved through an examination of the relevant Shire's records

and discussion and advice from Shire employees. The review concluded with the provision of a report to the Shire on the findings.

STATUTORY / LEGAL IMPLICATIONS

- Section 7.13(1)(i) of the *Local Government Act 1995* requires local governments to carry out, in the prescribed manner and in a form approved by the Minister an audit of compliance with statutory requirements prescribed in the *Local Government (Audit) Regulations 1996*.
- Regulation 13 of the *Local Government (Audit) Regulations 1996* details the statutory requirements that must be addressed within the compliance audit.
- Regulation 14 of the *Local Government (Audit) Regulations 1996* specifies the requirement to undertake a compliance audit for the annual period 1 January to 31 December and the process by which the audit return is to be considered by Council.
- Regulation 15 of the *Local Government (Audit) Regulations 1996* details the actions to be taken to certify the audit return and to submit the return by 31 March following the period to which the return relates.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Failure to complete and submit the CAR by 31 March 2018 would result in non-compliance with the legislative requirements of the <i>Local Government (Audit) Regulations 1996</i> .		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
On an annual basis Shire staff complete the CAR in January, the CAR is then considered by the Audit and Risk Committee in February and subsequently Council adopt the CAR at the March Ordinary Meeting of Council.		

EXTERNAL CONSULTATION

Payton Consulting were engaged to undertake an independent review of the 2017 CAR.

COMMENT

The purpose of the annual CAR is for individual local governments to assess their level of compliance with the *Local Government Act 1995* and associated regulations. Peyton Consulting were engaged to complete an independent assessment of the 2017 CAR in January 2018.

The CAR focuses on the following areas of compliance:

1. Commercial Enterprises by Local Governments (5 questions);
2. Delegation of Power/Duty (13 questions);
3. Disclosure of Interest (16 questions);
4. Disposal of Property (2 questions);
5. Elections (1 question);
6. Finance (14 questions);
7. Local Government Employees (5 questions);
8. Official Conduct (6 questions); and
9. Tenders for Providing Goods and Services (25 questions).

Peyton Consulting have provided a report detailing the findings of their independent assessment. Peyton Consulting's report confirms that the Shire has achieved a 99% compliance rating for the period covered by the CAR. There was one minor instance of non-compliance relating to the administration of the register of annual returns, which has

now been rectified. This compares with the Shire achieving 100% compliance in both 2016 and 2015 and 97.5% compliance in 2014.

VOTING REQUIREMENT

Simple Majority

ARC2.02.18 – Compliance Audit Return 2017

COMMITTEE RECOMMENDATION	ARC2.02.18
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That

1. Council adopts the completed 2017 Compliance Audit Return for the period 1 January 2017 to 31 December 2017;
2. Council submits the completed Compliance Audit Return for the Shire of Mundaring to the Department of Local Government and Communities after the Joint Certificate is signed by the Shire President and Chief Executive Officer; and
3. The Audit and Risk Committee notes Peyton Consulting's report on its independent review of the 2017 Compliance Audit Return.

Policy Review - OR-08 Audio Recording of Council Meetings

File Code	OR.OPP 1
Author	Paul O'Connor, Director Corporate Services
Senior Employee	Megan Griffiths, Acting Chief Executive Officer
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. OR-08 Audio Recording of Council Meetings (Current) ⇒2. OR-08 Audio Recording of Council Meetings (Draft ARC Meeting Aug 2017) ⇒3. OR-08 Audio Recording of Council Meetings (Proposed) ⇒

SUMMARY

As part of the review of all policies, organisational practices and procedures, Policy OR-08 “Audio Recording of Council Meetings” has been further reviewed and the Audit and Risk committee is requested to consider and recommend it to Council for adoption.

BACKGROUND

Policy OR-08 was last reviewed in February 2013 and was subject to an in-depth review at that time.

A revised policy was presented to the Audit and Risk Committee (ARC) for consideration on 15 August 2017. However the item was deferred at that meeting to enable advice to be provided by Elected Members on other proposed changes and questions raised have been addressed in the comments section.

Suggestions have been received from an Elected Member, who is a member of the ARC, and these suggestions have been considered in the attached revised draft policy (**ATTACHMENT 3**).

STATUTORY / LEGAL IMPLICATIONS

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of Council to determine the Local Government’s policies.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

SUSTAINABILITY IMPLICATIONS

Governance

- Increase efficiency and effectiveness of processes and/or practices
- Comply with relevant policy, legislation, regulation, criteria and guidelines

RISK IMPLICATIONS

Risk: To ensure policies are implemented as they were intended		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
Up to date policies encourage good governance, ensuring transparency, accountability, effectiveness and efficiency		

EXTERNAL CONSULTATION

Nil

COMMENT

To bring this policy in line with current practice of other local governments, the following changes are proposed:

- a shorter streamlined version and revised/reworded policy for improved clarity;
- removal of the background and preamble as that is a clear extract from the *Local Government (Administration Regulations) 1996*;
- CEO has the discretion to release or withhold all or part of the audio recordings of any Council meeting, including deputations, if they contain inappropriate or inaccurate comments. The CEO will advise Council if such action is decided and the reasons for this action;
- Audio recordings of Public Question Time and parts of a meeting that are declared confidential and closed to the public will not be released for public access; and
- reviewed the different access rules for employees, elected members and members of the public with the current single access rule: that the audio recordings will be available on the Shire website within five working days following a Council meeting.

ATTACHMENT 1 is the current policy, **ATTACHMENT 2** is the draft policy presented to ARC previously and **ATTACHMENT 3** is the proposed new version.

VOTING REQUIREMENT

Simple Majority

ARC6.02.18 – Policy Review - OR-08 Audio Recording of Council Meetings

COMMITTEE RECOMMENDATION

ARC6.02.18

That Council adopts the revised Policy OR-08 Audio Recording of Council Meetings as reviewed in February 2018.

9.2 Reports of Environmental Advisory Committee 27 February 2018

Please note: The '**ATTACHMENTS**' referred to in the following Committee report/s refer to the unconfirmed minutes of the Committee meeting and not the Council meeting. (**see Type Committee Abbreviation here Minutes here**).

Review of Terms of Reference for Environmental Advisory Committee

File Code	GV.MTG 6/7
Author	Briony Moran, Co-ordinator Environment and Sustainability
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. EAC Terms of Reference ⇒

SUMMARY

The Environmental Advisory Committee (EAC) is requested to review the EAC terms of reference and recommend its adoption to Council..

BACKGROUND

Council established its Environmental Advisory Committee (EAC) in October 1993. The terms of reference require that the committee review those terms of reference every two years.

The EAC last reviewed its terms of reference in February 2016. Recommended changes included additions to the objectives of the committee, a reduction in the number of members, and minor changes to other sections. The reviewed terms of reference were adopted by Council at its meeting of 8 March 2016 (C4.03.16).

At its meeting of 25 October 2017 Council made a minor change to the terms of reference, increasing the number of community members from eleven to twelve (SC4.10.17).

Section 5.19 of the *Local Government Act 1995* (the Act) requires that a quorum for a meeting of a committee be at least 50% of the number of offices (whether vacant or not) of the committee. As the number of community members was increased to twelve, the total number of members was increased to thirteen which includes one elected member. In order to meet the minimum of 50% of offices, the quorum was increased from six to seven members.

STATUTORY / LEGAL IMPLICATIONS

The EAC is established as a committee comprising Council members and other members under section 5.9 of the *Local Government Act 1995*. The terms of reference must be consistent with the requirements of the Act.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.2 – Increase open and regular communication between elected members and the community

SUSTAINABILITY IMPLICATIONS

Continuation of the EAC with the objectives listed in the current terms of reference provides a forum for discussion and recommendations to Council on sustainability issues.

RISK IMPLICATIONS

Risk: Reputational - Review of Terms of Reference is not completed		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
The terms of reference are reviewed by the EAC every two years as required and a recommendation provided to Council.		

EXTERNAL CONSULTATION

Nil

COMMENT

Part 5.3 of the terms of reference states that:

5.3 A Committee member absent from three consecutive meetings without leave shall forfeit their membership of the Committee.

The Shire's Governance Coordinator has advised that the Act does not clearly provide for disqualification of committee members for failing to attend meetings and this part should be removed. Section 2.25 of the Act only provides for disqualification of elected members, who are absent from three consecutive ordinary meetings of Council without leave of the Council. This modification is shown in the terms of reference **ATTACHMENT 1**.

No change is recommended to the objectives of the committee or other sections of the terms of reference.

VOTING REQUIREMENT

Simple Majority

EAC2.02.18 – Review of Terms of Reference for Environmental Advisory Committee

COMMITTEE RECOMMENDATION	EAC2.02.18
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That Council adopts the revised Environmental Advisory Committee terms of reference as reviewed in February 2018.

10.0 REPORTS OF EMPLOYEES

10.1 Mt Helena Aquatic Centre Service Level Review

File Code	Ke 1 Res.22809/1
Author	Kirk Kitchin, Manager Recreation and Leisure
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	1. Mt. Helena Aquatic Centre Capital ↓

SUMMARY

One of the four year priorities listed in the 2017/18 - 2020/21 Corporate Business Plan is to ascertain options, costs, requirements and impacts to cease the licence agreement with Department of Education for the Mt Helena Aquatic Centre.

This report considers that review and considers two options: Maintain service levels and enter into new licence agreement; or withdraw from licence agreement.

Whilst the primary aim of this review is to reduce operating expenditure, it is proposed to maintain the current service levels which have already significantly reduced operating expenditure and enter into new licence agreement to continue the shared use of the Mt Helena Aquatic Centre.

BACKGROUND

At the Special Council meeting on 19 July 2017 (SC7.07.17) Council endorsed the Shire of Mundaring Corporate Business Plan 2017/18 to 2020/21. This plan lists that a review is to be conducted during 2017/18 on the Mt Helena Aquatic and Recreation Centre operations. This report forms part of that review.

The Corporate Business Plan reflects Council's desire to reduce projected rates increases whilst still delivering key services and activities and ensuring the long term financial sustainability of the Shire. In order to achieve this outcome, a number of options were developed in relation to reducing or ceasing services and Council sought community feedback regarding these options.

Based on a range of factors including survey results, impacts, risks, costs and usage, Council provided direction on changes to be made in the Corporate Business Plan, including a reduction or cessation of several services and programs. One of the services identified for potential cessation is the Mt Helena Aquatic Centre and Recreation Centre. The Corporate Business Plan directed further work to be done to ascertain options, costs, requirements and impacts to cease the licence agreement with the Department of Education for the joint use of the Mt Helena Aquatic Centre.

Council considered the Mt Helena Recreation Centre operations in December 2017 and resolved (C8.12.17) to not extend the licence agreement with the Department of Education (for shared use of the facility) beyond 30 June 2018.

At its meeting on 12 September 2017 Council resolved to modify the service levels for the Mt Helena Aquatic Centre. This change saw the season commence mid-December and end mid-February, with hours of operation seven days a week, 3:30pm to 6pm school days, and 12pm to 6pm school holidays. This was estimated to return a significant reduction of \$54,000 per annum to the operational deficit, predominantly through savings in wages from the reduced season (C11.09.17). The key factors in determining the changes included patterns of attendance at the Centre, with over 92% of attendance occurring during nine weeks in summer, primarily due to vacation swimming lessons; as well as lower numbers attending after 6pm.

In December 2017 a petition was handed to the Shire of Mundaring requesting:

“Mundaring Shire review and extend operation hours and season of Mt Helena Aquatic Centre, and include a review of charges to ensure the pool is accessible to all”.

At its meeting on 13 February, in considering the motion from the annual electors meeting of 13 December 2017 that the Mt Helena Resident and Rate Payers and the Shire of Mundaring collaborate, plan and encourage the use of the Mt. Helena Aquatic pool as an asset, Council resolved to note that a report on the service level review regarding the Mount Helena Aquatic Centre will be presented at the ordinary meeting of Council held 13 March 2018” (C4.02.18).

History

Mt Helena Aquatic Centre was built on Department of Education land at Eastern Hills Senior High School and opened in November 1991. This was setup as a shared use facility between the Shire of Mundaring and the Department of Education with the community sharing in the initial capital cost.

The shared capital cost made the development of this facility possible for both the Shire and the Department of Education. Its shared use took advantage of the fact that most community facilities have very low use during school hours and school facilities receive no use by the community after school hours. Enabling the facility to be used for both the school and community's peak periods provided greater use of the community asset than separate standalone facilities.

The original facility's capital cost was \$303,000 and was funded by:

- State Government of Western Australia - \$80,000;
- Shire of Mundaring - \$111,500; and
- Eastern Hills Senior High School Parents and Citizens Association - \$111,500.

The Eastern Hills Senior High School Parents and Citizens Association built a house in Mt Helena and sold it with the proceeds going towards the construction of the pool.

Facility Components

The facility includes:

- 25m outdoor 8 lane pool;
- Toddler pool;
- Plant room, store room, storage shed;
- Office/customer service reception;
- Toilets, change room and first aid room;
- Shade sails over the toddler's pool and the shallow end of the main pool.

- Bird netting over the whole complex.

In the past decade Mt Helena Aquatic Centre has received over \$700,000 of capital expenditure. Details of these are listed in Attachment - Mt Helena Aquatic Centre Capital. All the major components of the aquatic facility have been constructed, replaced or upgraded. There are no major capital expenditure items expected at Mt Helena Aquatic Centre for at least the next 15 years.

Facility Management & Shared Use Agreement

The Mount Helena Aquatic Centre first opened under contract management. When this contract was retendered in 1994 the cost to maintain the contract management approach was more costly than directly managing the facility with Shire staff. The Shire took on the management of the facility since this time.

A shared use licence agreement between the Minister for Education and the Shire of Mundaring was formalised in 1995 and remains the current agreement. The agreement allows the Shire to use the facilities at all times except between the hours of 7:30am and 3:15pm on Mondays to Fridays inclusive during school terms.

There is a cost sharing arrangement between the Shire, Eastern Hills Senior High School and the Department of Education detailed in the agreement. Details of this is noted in the table below.

Area of Expenditure	Shire %	EHSHS %	Dept. of Ed. %
Pool Manager	66.66	33.33	
Telephone	100		
Insurance (EHSHS has own insurance)	100		
Advertising and Stationery and Sundry	100		
Power and water	50		50
Stores	50	50	
General Maintenance	50		50
Vandal Damage	50		50
Security Patrols	50	50	
Lawn Maintenance	100		

Under this agreement, the Shire has no power to unilaterally withdraw. To do so the Shire requires the written agreement of the Minister for Education and Training and they may to impose any conditions they deem appropriate.

Current Use

Public swimming pools provide fitness, recreation and social opportunities to our community. However, their most important function is to provide a safe venue for swimming lessons. In-term and Vac Swim programs are proven to prevent drowning in our community. This is especially important as water based activities is one of the cornerstones of Australian culture.

The Mt Helena Aquatic Centre is used during school hours in terms 4 and 1 by:

- Eastern Hills Senior High School for their sports programs, triathlon training, swim carnival and Outdoor Education program;
- Mt Helena Primary School and Chidlow Primary School for In-term swimming lessons; and
- Mt Helena, Chidlow, Sawyers Valley, Parkerville, Gidgegannup and Wundowie Primary Schools for respective school carnivals and their collective interschool carnival.

Out of school hours, the Mt Helena Aquatic Centre is used for:

- Vac Swim lessons during the summer school holidays;
- Lap swimming;
- Recreation swimming and activities; and
- Parties and functions.

2017/18 Season Performance

The Mt Helena Aquatic Centre received the following attendance figures and operating results for past three seasons.

	Community Attendance	School Attendance	Operating Surplus / (Deficit) ⁽¹⁾	Community Subsidy p/Visit	Community & School Subsidy p/Visit
2015/16	15,003 22 week season	Not known	(\$129,694)	\$8.64	NA
2016/17	14,967 22 week season	5587	(\$108,976)	\$7.28	\$5.30
2017/18	10,299 9 week season	6288 ⁽²⁾	(\$68,706) ⁽³⁾	\$6.67	\$4.15 ^(2&3)

⁽¹⁾ Does not include depreciation or capital.

⁽²⁾ School use for season not complete.

⁽³⁾ 2017/18 budget forecast.

As a comparison, the subsidy per visit for Bilgoman Aquatic Centre in 2016/17 was \$3.72, which included school attendance.

2017/18 Season Promotion

The Shire undertook the following promotional activities for the Mt Helena Aquatic Centre for the 2017/18 season.

- Added street direction sign on corner of Great Eastern Highway Lion Street;
- Signage on fence and wall of Mt Helena Aquatic Centre;
- Co-ordinator Aquatic Facilities meets with all schools prior to season that use the facility;
- Information is provided to all schools in district to include information of opening times, costs and Swim Squad for their Term 4 newsletters;
- Half page advertisement at start of season in Hills Gazette;
- Shire Christmas opening hours half page advertisement prior to Christmas season in Hills Gazette;
- Facility information provided at Shire administration reception;
- Opening listed on Shire of Mundaring website's front page scrolling news ribbon;
- Information included in New Residents Welcome pack
- Aquatic Centre information provided on the Shire website; and
- Facility opening listed on Shire's Facebook site.

STATUTORY / LEGAL IMPLICATIONS

Legal advice was sought in relation to withdrawing from the shared use agreement. The advice indicated that under the current 1995 licence agreement with the Minister for Education:

- There is no specific term (in the sense of duration) of the agreement;
- The licence is granted until such time as the Minister divests themselves or is divested of those rights they presently have over and in the land;
- There is no provision for the Shire to unilaterally terminate the agreement; and
- The agreement may be varied only by written agreement of both parties.

This means the Shire has no power to unilaterally withdraw from the agreement and that the Shire would only be able to withdraw with the written agreement of the (now) Minister for Education and Training.

As there are no provisions in the agreement that enables the Shire to withdraw, there is also no provision dealing with the rights and obligations of either party relevant to financial

risk. Should the Shire seek to withdraw from the agreement it would be open to the Minister to impose any conditions they consider appropriate.

The Shire raised the question of conditions for withdrawal from the agreement from with the Department of Education's Strategic Asset Planning Directorate.

Their response provided the Shire two options:

- Option 1

The Department of Education would recommend to the Minister that in order to withdraw from the agreement the Shire would need to decommission the pool and the associated infrastructure at its own cost. This would include infilling the pools, decommissioning the hydraulic, sanitation and filtration systems, demolition of the pump room, store room, office, shade structures and recently added toilets, change rooms and first aid room.

- Option 2

The Shire may consider reducing operational costs and enter into a new agreement with the Department of Education. This is the Strategic Asset Planning Directorate's preferred option. Should the Shire wish to pursue this option the directorate is willing to review the management of the facility, negotiate a new agreement and consider a ten plus ten year term with the inclusion of a termination clause.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Current Position

Mt Helena Aquatic Centre's recent operating results are listed in the table below. Please note these results exclude depreciation and capital costs.

	2013/14 \$	2014/15 \$	2015/16 \$	2016/17 \$	2017/18 Forecast** \$
Income*	67,238	71,718	50,306	67,182	62,100
Expenditure	163,473	182,239	180,000	176,159	130,806
Surplus / (Deficit)	(96,235)	(110,522)	(129,694)	(108,976)	(68,706)

* Income includes maintenance and operational contributions by the Department of Education and Eastern Hills Senior High School.

** The 2017/18 season had a 9 week season.

For the financial implications of withdrawing from the current agreement or entering into a new agreement, please see the comment section of this report.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

Objective 2.3 – A strong and localised community spirit

Strategy 2.3.1 – Provide community venues and facilities for different demographics

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

SUSTAINABILITY IMPLICATIONS

The Department of Education's Community Use of School Facilities and Resources Policy states, "School facilities and resources must be made available for use by the community, TAFEWA colleges and any other potential users."

The option of Eastern Hills Senior High School providing public access to the school pool outside school hours, as they will do with the Mt Helena Recreation Centre, from 1 July 2018 was discussed with the Principal. They indicated they would not be prepared to take this on, as it would require employment of specialist aquatic staff outside school hours and the need for the school to fund the facility's ongoing operational deficits. Neither are related to the school's educational outcomes and are not possible within their current or future budgets.

Further to this, the Strategic Asset Planning Directorate stated it would not be financially viable for the Department of Education or the Eastern Hills Senior High School to fund a dedicated aquatic facility for exclusive use by the school. This seems a reasonable position to take considering this facility has only been financially feasible as it is shared and jointly funded.

Should Council resolve to withdraw from the agreement the result would be no community access to the pool and the likelihood of no access to the pool by Eastern Hill Senior High School students and any students from the surrounding primary schools.

RISK IMPLICATIONS

Risk: Reputation - Closure of the Mt Helena Aquatic Centre may have a negative impact on the Shire's reputation. Issues that will impact this include:

- Loss of a major community facility and services in the eastern region of the Shire;
- Loss of access to the pool by local schools for school programs, swim lessons and swim carnivals;
- Demolition of a facility partially funded by the community; and
- Loss of over \$700,000 of capital invested in the facility by both Shire and the state government in the last decade.

Likelihood	Consequence	Rating
Almost Certain	Moderate	High

Action / Strategy

- Do not withdraw from an agreement with the Department of Education; or
- Withdraw from the agreement and undertake a public information campaign to clearly demonstrate the reasons including the financial savings made from withdrawing from the agreement.

EXTERNAL CONSULTATION

During development of the 2017/18 - 2020/21 Corporate Business Plan Councillors expressed a desire to reduce projected rates increases whilst still delivering key services and activities and ensuring the long term financial sustainability of the Shire. In order to achieve this outcome, a number of options were developed in relation to reducing or ceasing services, which included possible changes to the Mt Helena Aquatic Centre. Council sought community feedback regarding these options with 930 people participating in this feedback process. Mt Helena Aquatic Centre (along with the Mt Helena Recreation Centre, Mahogany Creek Hall and destination marketing) were services that the participants expressed a low attachment too and a willingness for the service to be reduced.

Specifically for this report, external consultation included Department of Education's Strategic Asset Planning Directorate, the Eastern Hills Senior High School, Mt Helena Primary School, Chidlow Primary School and the Mt Helena Residents and Ratepayers Association.

COMMENT

The 2017/18 - 2020/21 Corporate Business Plan directed further work be undertaken to ascertain options, costs, requirements and impacts to cease the licence agreement with the Department of Education for the joint use of the Mt Helena Aquatic Centre. This report presents the outcome of this review.

Council may wish to consider two options:

- Option 1: Maintain service levels and enter into new licence agreement
- Option 2: Withdraw from licence agreement

Option 1: Maintain service levels and enter into new licence agreement	
Description	
Withdraw from the current 1995 licence agreement and enter into a new licence agreement for the joint use of the Mt Helena Aquatic Centre with renegotiated cost sharing and a termination clause. This would keep the Mt Helena Aquatic Centre open for the schools and the public and with costs being shared between the Shire and the Department of Education for ongoing operating and capital expenses.	
Impact	
<u>Public Use</u>	
Should Council enter into a new licence agreement the current level of public access will remain. This would enable the continuation of fitness, recreational or social use of the pool in the summer school holidays in addition to the Vac Swim program.	
<u>School Use</u>	

The Department of Education and Eastern Hills Senior High School's preferred option is for the development of a new joint use agreement enabling continued access to the pool by local schools.

Local Community Response

According to the Mt Helena Residents and Ratepayers Association, there is a strong desire to retain the Mt Helena Aquatic Centre for use by the community and the schools.

They consider it a safe aquatic venue that provides respite and an activity during the school holidays. They report this is especially important given the options for recreation for young people in the area is limited. The Association would like to develop a local action group to assist the Shire to increase local promotion and expand the use of the facility, especially for young people and families. This could occur under this option.

Pros

- Maintains the Vac Swim program located in the eastern region of the Shire. This should result in a greater level of children in the eastern region participating in summer swim lessons.
- Continues to provide public aquatic facility to the residents and ratepayers in the eastern region of the Shire (noting the Shire also contributes \$3000 per annum to Department of Corrective Services towards maintenance costs as acknowledgement the pool outside the Wooroloo Prison Farm pool is made available for limited public use).
- Maintains use of the pool by local schools for their programs, In-term swim lessons and school swim carnivals. This should result in a greater level of children in the eastern region participating in In-term swim lessons.
- Allows for a higher level of return on investment from the capital upgrades form the past decade, specially the new change rooms, plant upgrades and bird netting.
- Avoids decommissioning and demolishing the facility, retaining the benefit of the initial community,

Cons

- Requires an ongoing subsidy by the Shire to operate (estimated at \$55,000 per annum).
- Requires ongoing capital expenditure by the Shire to maintain the facility (estimated at \$47,200 over the next 10 years).

<p>government and Shire investment.</p> <ul style="list-style-type: none"> • Provides employment for lifeguards and Duty Managers, most who are currently young people living in the Shire of Mundaring. • Provides local casual employment opportunities for young people in the Shire. 	
<p>Process</p> <ol style="list-style-type: none"> 1. Request the Minister for Education and Training approve the Shire to withdraw from the 1995 licence agreement. This is required to enable a new agreement with a revised conditions including a revised cost sharing arrangement to be developed. 2. Negotiate a new agreement with the Department of Education with a 50:50 split of all operational costs and capital expenditure. With the service levels, set by Council in September 2017 the number of weeks the pool is available to the public outside school hours is now on par with the time the pool is used for school activities in Terms 4 and 1 by the Department of Education. It would be a reasonable to negotiate an increase in the Department of Education's contribution up to 50% on all direct operational costs of the pool including the Pool Manager which currently has the Shire currently contributing two thirds of this cost. This would allow a reduction in the Shire's current operational deficit. 3. Include a number of operational efficiencies identified in the past season to minimise the operating deficit in future years. The major cost saving comes from the bird netting over the whole facility. This has reduced the cleaning and maintenance costs of the facility. It now takes comparatively very little time and cost to maintain the facility at an acceptable standard throughout the off season due to the lack of debris and duck faeces in and around the pool. 4. Commit to work collaboratively with the Mt Helena Resident and Ratepayers Association to raise community profile and awareness of the Mt Helena Aquatic Centre and plan and encourage increased use in the summer season. This follows on from the annual electors meeting request in December 2017, the Council meeting resolution in February 2018 and subsequent discussions between Shire officers and representatives from the Mt Helena Residents and Ratepayers. 	
<p>Operational Costs</p> <p>Combining a 50:50 split of all operational costs in a renegotiated joint user agreement with the Department of Education, operational efficiencies and increased community awareness and promotion the projected operational deficit for Mt Helena Aquatic Centre is \$55,000 per annum (excluding depreciation and capital) from 2018/19 into the foreseeable future. This compares favourably with the current forecasted</p>	

operational deficit of \$68,700 per annum.
It is unlikely the Shire could reduce the operational deficit any further as the majority of the costs associated with the aquatic centre are essentially fixed. These fixed costs include the activities to maintain consistent water quality regardless of the level of use and set minimum staff ratios as required to meet the <i>Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities</i> . This code is applied by the <i>Health (Aquatic Facilities) Regulations 2007</i> , part of the <i>Health (Miscellaneous Provisions) Act 1911</i> .
Capital Costs Over the next 10 years, the 2017/18 to 2026/27 Long Term Financial Plan currently lists \$94,400 of minor capital expenditure for the Mt Helena Aquatic Centre. Details of these are listed in Attachment - Mt Helena Aquatic Centre Capital. As the current and future agreement would have the Department of Education paying 50% of all capital expenditure, this cost to the Shire over the next 10 years is \$47,200.
Timeframe to Implement It would be expected to be able to withdraw from the current agreement and enter a new agreement before the use of the facility starts by the schools in October / November 2018. A revised agreement would come before Council for approval.
Legal Requirements The requirements for the Shire to withdraw from the current licence agreement and enter into a new one is noted in Statutory / Legal Implications section of this report.

Option 2: Withdraw from licence agreement

Description Request agreement from the Minister for Education and Training to withdraw from the current agreement
Impact <u>Public Use</u> Should Council withdraw from the licence agreement there will be no public access to Mt Helena Aquatic Centre. This would mean that there would be no fitness, recreational or social use of the pool in the summer school holidays in addition to the closure of the Vac Swim program in Mt Helena. The Vac Swim program could be partially relocated to Bilgoman Aquatic Centre 16km away in Darlington. Not all classes can be relocated as Bilgoman Aquatic Centre does not have the capacity to take the whole program. It is also likely that some parents will not enrol their children for the Vac Swim program as it may be difficult to get their children to and from Bilgoman Aquatic Centre. This is expected to result in a reduction

in participants in a Vac Swim program from the eastern region of the Shire.

School Use

Should Council resolve to withdraw from the licence agreement the Department of Education stated "It would not be financially viable for the Department/School to fund a dedicated aquatic facility for exclusive use by the School." The Department of Education have also advised they would recommend to the Minister that in order to withdraw from the agreement, the Shire would need to decommission the centre and associated infrastructure at its own cost. Should the pool be decommissioned access to the pool by the local schools would also be removed.

This would require Eastern Hills Senior High School and Mt Helena Primary School to travel to and from Bilgoman Aquatic Centre for In-term swim lessons as well as their swimming carnivals. The additional travel would increase the cost and time away from school for these children and may reduce the numbers of children participating in In-term swimming lessons.

Bilgoman Aquatic Centre cannot currently accommodate all of the additional In-term swim lessons from Mt Helena Aquatic Centre which may require an increase to the season length at Bilgoman Aquatic Centre. This would result in an increase in the operating cost for this facility. This increase has not been calculated at the present time as it is unknown how many extra classes may be required.

Chidlow Primary School has stated that they would most probably not continue the In-term swim program should Mt Helena Aquatic Centre not be available. The distance to Bilgoman Aquatic Centre presents two significant issues of travel time and cost. They report it would be up to an hour trip each way. When adding this time to the swim lessons the time the students would be away from Chidlow Primary School would be too great. Should the school still decide to offer these classes it is believed that the additional cost of transport would deter many parents from sending their children to the swim lessons.

The withdrawal of the Shire from the licence agreement and decommissioning of the Mt Helena Aquatic Centre will reduce the number of children in the eastern region of the Shire taking part in Vac Swim and In-term swim lessons. The outcome of this may not be seen for some years but as noted the reduction in the swimming and water safety skills is believed to be undeniably linked to the recent rapid increase in drowning in young adults aged 15-24 year olds number of drownings in Australia.

Local Community Response

Based on consultation with the Mt Helena Residents and Ratepayers Association, including the petition handed to the Shire in December 2017 requesting to extend operation hours of and season, it appears there is a desire to retain the Mt Helena Aquatic Centre for use by the community and the schools. This desire is driven by:

- The history of community support for the construction of the pool;
- The perceived lack of facilities and recreation opportunities provided by the Shire in the eastern region; and
- The return on the community investment that decommissioning the pool would

represent.

Pros

- There would be no more deficits to subsidise (a \$55,000 saving per annum to the Shire's budget).
- No additional capital expenditure would be required (a \$47,200 saving to the Shire's capital expenditure over the next 10 years).
- A reduction in the total casual workforce that reduces the workload on the Shire's corporate and human resources services.

Cons

- This would remove community use and should the facility be decommissioned remove it from school use as well.
- One off cost to the Shire to decommission and demolish the facility (estimated to be \$30,000 for decommissioning the pool and \$60,000 for demolition of all pool infrastructure).
- Closure is likely to result in less children from the eastern region of the Shire attending In-term and Vac Swim lessons due to increased time and travel cost.
- Reduces local casual employment opportunities for young people in the Shire.

Process

1. Request the Minister for Education and Training approve the Shire to withdraw from the 1995 licence agreement. It would be open to the Minister to impose any conditions they consider appropriate. This could include the condition that the Shire decommission and demolish the facility at its own cost.
2. Relocate as many of the programs from Mt Helena Aquatic Centre to Bilgoman Aquatic Centre in the 2018/19 season onwards.

Operational Costs

Withdrawal from the license agreement would result in an ongoing operational saving of \$55,000 per annum (excluding depreciation and capital) from 2018/19 onwards.

Depreciation for the facility in 2017/18 was \$1778.

Should the Minister accept the recommendation of the Department of Education's Strategic Asset Planning Directorate for the Shire to decommission and demolish the facility the costs to the Shire may include:

- \$30,000 to decommission the pool and another \$60,000 to the demolition the pool infrastructure;
- Legal costs associated with withdrawing from the agreement estimated to be \$3,000; and
- Undertaking a public information campaign to address the risk to the Shire's

reputation from decommissioning the aquatic centre. The costs of this would be completed within existing resources. There would however be an opportunity cost for those staff involved in this campaign.

- No workforce redundancies or redeployments would be required to withdraw from the agreement as the Shire predominantly uses casuals at Mt Helena Aquatic Centre and permanent staff would complete all of their shifts at Bilgoman Aquatic Centre.

Capital Costs

Over the next 10 years the 2017/18 to 2026/27 Long Term Financial Plan lists \$94,400 of capital expenditure for the Mt Helena Aquatic Centre. Details of these are listed in Attachment - Mt Helena Aquatic Centre Capital.

As the current agreement would have the Department of Education paying 50% of all capital expenditure withdrawing from the licence agreement would save the Shire \$47,200 of capital expenditure over the next 10 years.

Timeframe to Implement

It would be proposed to withdraw from the current agreement on 30 June 2018.

Legal Requirements

The requirements for the Shire to withdraw from the current licence agreement is noted in Statutory / Legal Implications section of this report.

Conclusion

The Shire is committed to balancing the community's affordability concerns with the community's expectations for continued levels of service and infrastructure. In setting the rates on an annual basis, Council aims to address the challenge of being financially sustainable in the long term while continuing to provide services to the community. Some of the key challenges and factors considered when establishing the level of rates increases for Shire of Mundaring include:

- Providing infrastructure and services over a large geographical area with dispersed townsites and low population density.
- Low level of rate growth (ie low rate of growth in new rateable properties within the Shire).
- Significant bushfire risk (eg provision of bushfire preparedness and mitigation services, administration support of nine Volunteer Bush Fire Brigades).
- Decreasing General Purpose Financial Assistance Grant from Federal Government
- Costs to provide new services (eg Mundaring Arena)
- Shifting of responsibility for services and increasing costs from State Government (eg street lighting costs, loss of vehicle licensing rebate, requirement to develop public health plan).

- There is a small and limited base of commercial and industrial properties which limits the Shire's capacity to generate rates revenue from commercial and industrial properties rather than residential properties.

The Shire also recognises that in order to reduce the possible rates increases, this can mean reducing or ceasing services in order to reduce the operating expenditure.

Based on Council's direction to reduce the Shire's operating expenditure, the relatively low level of community use of the Mt Helena Aquatic Centre and as the Shire also has another major aquatic facility in Darlington, Council could form the view to request the Minister for Education to allow the Shire of Mundaring to withdraw from the licence agreement with the Department of Education for the shared use of the Mt Helena Aquatic Centre. This would result in an operating saving of \$55,000 per annum (excluding depreciation and capital) from 2018/19 onwards and a \$47,200 saving to the Shire's capital expenditure over the next 10 years.

However, should the Mt Helena Aquatic Centre remain open to the public during the summer months and for use by schools it will:

- Maximise the number of children in the eastern region participating in Vac Swim and In-term swim lessons;
- Allow for a higher return on investment from the capital upgrades from the past decade; and
- Continue to provide public aquatic facility to the residents and ratepayers in the eastern region of the Shire.

It is therefore recommended that Council requests the Minister for Education to allow the Shire of Mundaring to withdraw from the current licence agreement with the Department of Education for the shared use of the Mt Helena Aquatic Centre and enter into a new licence agreement for the joint use of the Mt Helena Aquatic Centre with renegotiated cost sharing and a termination clause. The resulting operating deficit is estimated at \$55,000 per annum, which is a reduction of \$13,000 per annum on the current forecast deficit.

This would keep the Mt Helena Aquatic Centre open for the schools and the public, with costs being shared between the Shire and the Department of Education for ongoing operating and capital expenses.

It is further recommended to undertake a review of the service in three years' time, including community impacts, risks, costs and usage and to report back to Council.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Requests the Minister for Education to allow the Shire of Mundaring to withdraw from the current licence agreement with the Department of Education for the shared use of the Mt Helena Aquatic Centre and enter into a new licence agreement for the joint use of the Mt Helena Aquatic Centre with renegotiated cost sharing and a termination clause; and
2. Requests the CEO report back to Council in March 2021 on the Mt Helena Aquatic Centre operations, including community impacts, risks, costs and usage.

ATTACHMENT – Mt Helena Aquatic Centre Capital**Past Capital Expenditure**

Item	Year of Works	Cost \$	Funding
Plant room upgrade (filtration and pumping systems)	2010/11	90,000	50% Shire of Mundaring 50% Department of Education
Garrison Fencing	2010/11	Unknown	100% Department of Education
Change room / toilet / first aid room	2011/12	450,000	100% Shire of Mundaring
Bird netting	2015/16	60,000	50% Shire of Mundaring 50% Department of Education
CCTV System	2015/16	5000	100% Shire of Mundaring
New pool solar heating system	2015/16	Unknown	100% Department of Education
Chemical dosing system & pool repairs	2016/17	49,000	50% Shire of Mundaring 50% Department of Education

2017/18 to 2026/27 Long Term Financial Plan - Capital

Capital Item	17/18 \$	18/19 \$	19/20 \$	20/21 \$	21/22 \$	22/23 \$	23/24 \$	24/25 \$	25/26 \$	26/27 \$
Change room bench replacement	1000	-	-	-	-	-	-	-	-	1000
Concrete and drain repairs	-	-	-	-	-	16,000	-	-	-	-
Fencing repairs	-	-	-	6000	-	-	-	-	-	-
Internal and external paint	-	7000	-	-	-	-	-	7000	-	-
Paving repairs	-	-	5000	-	-	-	-	-	-	-
Plumbing repair	5000	5000	-	-	-	-	5000	-	-	5000
Pool paint	5000	-	-	-	-	-	5000	-	-	5000
Recover shade shelters	-	-	-	-	-	-	-	-	6400	-
Replace roller doors	-	-	-	-	10,000	-	-	-	-	-
TOTAL	11,000	12,000	5000	6000	10,000	16,000	10,000	7000	6400	10,000

10.2 Upgrade Tracks Through Reserves for Emergency Access and Egress

File Code	OR.MTG 2
Author	Adrian Dyson, Manager Community Safety and Emergency Management
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Map re Annual Electors Meeting Recommendation ↓

SUMMARY

The Annual Electors Meeting was held on 13 December 2017. During the meeting electors voted on a number of motions which were subsequently considered by Council at the 13 February 2018 Ordinary Council Meeting.

This report addresses a motion that requests the Shire of Mundaring to upgrade tracks and trails, (hereinafter referred to as tracks) through Crown reserves in Mount Helena and Chidlow for emergency access and/or egress by end September 2018.

The report recommends that the tracks are not upgraded as:-

They could not comply with the requirements of an Emergency Access Way as stipulated within the *Guidelines for Planning in Bushfire Prone Areas, version 1.3, December 2017*; and

Have been assessed to be unsuitable for upgrading to provide emergency access/egress due to their length and location within heavily vegetated areas and thus may be rendered unsafe due to nearby bush fires due to the presence of thick smoke or ignition due to spotting, or be directly impacted by the passage of a bushfire.

BACKGROUND

Council at the 13 February 2018 Ordinary Council Meeting adopted the following recommendation:

4. In considering the following decision from the annual electors meeting held 13 December 2017:

Shire of Mundaring upgrade the existing tracks and trails between the Northeast of Mt. Helena and the Northwest of Chidlow to a similar or greater standard of other approved local subdivision emergency access/egress roads by end September 2018.

Council notes that a report on this matter, which will outline the safety and financial implications, will be presented at the ordinary meeting of Council held 13 March 2018

Attachment 1 depicts the layout of properties within the areas of Mt Helena and Chidlow including the reserves on which the tracks concerned are located, and specifically:

- the tenure of the reserves concerned
- prominent tracks within the reserves concerned
- road reserve for the unmade Yalke Street.

STATUTORY / LEGAL IMPLICATIONS

Guidelines for Planning in Bushfire Prone Areas (Version 1.3 December 2017)

Element 3: Vehicular Access

A3.1 Two access routes

Two different vehicular access routes are provided, both of which connect to the public road network, provide safe access and egress to two different destinations and are available to all residents/the public at all times and under all weather conditions.

ACCEPTABLE SOLUTIONS

A3.6 Emergency access way

An access way that does not provide through access to a public road is to be avoided in bushfire prone areas. Where no alternative exists (this will need to be demonstrated by the proponent), an emergency access way is to be provided as an alternative link to a public road during emergencies. An emergency access way is to meet all of the following requirements:

- *Requirements in Table 6, Column 4;*
- *No further than 600 metres from a public road;*
- *Provide as a right of way or public access easement in gross to ensure accessibility to the public and fire services during an emergency; and*
- *Must be signposted*

EXPLANATORY NOTES

E3.6 Emergency access way

An emergency access way is not a preferred option however may be used to link up with roads to allow alternative access and egress during emergencies where traffic flow designs do not allow for two way access. Such access should be provided as a right of way or easement in gross to ensure accessibility to the public and fire emergency services during an emergency.

The access should comply with minimum standards for a public road and should be signposted. Where gates are used to control traffic flow during non-emergency periods, these must not be locked. Emergency access ways are to be no longer than 600 metres and must be adequately signposted where they adjoin public roads.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The upgrading of existing tracks, or the construction of a road, in the area would be at considerable cost given the distances involved and the undeveloped nature of the land in the area concerned.

The estimated cost of construction Yalke Street is around \$1,175,000 (\$1000/m). The cost to upgrade tracks concerned in the area (that link Northeast of Mount Helena and Northwest Chidlow) to the standard required for an Emergency Access Way is not estimable without further investigation however would be significant.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.3 – Provide increased transparency and opportunities for community feedback on proposed spending

Objective 1.2- Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 Increase transparency and responsiveness of Shire administration processes

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: (associated with adoption of the recommendation) People.

As the tracks concerned traverse through heavily vegetated/forest areas risk of injuries or fatalities exist in travelling through such areas in the event of a bushfire in the vicinity due to the presence of smoke obscuring visibility and/or the risk of the vegetation concerned, surrounding the track/trail igniting due to the progress of the firefront or due to spotting ahead of the firefront

Likelihood	Consequence	Rating
Possible	Extreme	High

Action / Strategy

Residents within the area should take special effort to plan for and be appraised of emergencies within the area and to ensure that any decision to evacuate the area is taken well before their immediate area is threatened by the hazard concerned, such as a bushfire

Risk: (associated with not adopting the recommendation) Property.		
Due to the roughness of the existing tracks risk exists in the event that persons attempt to evacuate the area by use of those tracks/trails in unsuitable vehicles (not four wheel drive) causing vehicle concerned to sustain damage and to break down, thus preventing safe egress from the area.		
Likelihood	Consequence	Rating
Possible	Minor	Medium
Action / Strategy		
Residents within the area should take special effort to plan for and be appraised of emergencies within the area and to ensure that any decision to evacuate the area (by made roads) is taken well before their immediate area is threatened by the hazard concerned, such a bushfire		

Risk: (associated with not adopting the recommendation) People.		
In the event of an emergency such as a bushfire threatening the communities concerned and making the existing escape routes impassable residents are forced to remain in the area and defend their property/themselves against the fire.		
Likelihood	Consequence	Rating
Possible	Extreme	High
Action / Strategy		
Residents within the area should take special effort to plan for and be appraised of emergencies within the area and to ensure that any decision to evacuate the area is taken well before their immediate area is threatened by the hazard concerned, such as bushfire		

EXTERNAL CONSULTATION

This matter has been the subject of consultation with the Shire of Mundaring/DFES Community Emergency Services Manager/Chief Bushfire Control Officer (the CESM). The CESM raised concerns around allowing access to residents to drive through heavily vegetated extreme bushfire risk areas and that it would be more appropriate for residents in the area to develop a comprehensive tailored bushfire response plan.

COMMENT

The unmade road reserve, Yalke Street, would if constructed, link Neptune Road Mount Helena to Rosedale Road Chidlow through Reserve number 23165 (vested to the Shire of Mundaring). While the construction of Yalke Street would provide a linkage between Mount Helena and Chidlow the cost of construction of such a road would be significant.

It could be expected that cost of construction of Yalke Street, an approximate length of 1175m would be around \$1,175,000 (\$1000/m). As discussed in the Risk Implications above it is noted that Yalke Street would traverse a heavily vegetated/forested area and

thus is not considered suitable as a route of escape from an emergency (notably a bushfire) affecting the surrounding area.

A track exists linking Whitlam Road, Mount Helena (near the corner of Frith Street) to Rosedale Road, Chidlow (at the location where the unmade Yalke Street would intersect with Rosedale Road).

That track is in part unsuitable for 2 wheel drive vehicles and traverses heavily vegetated land which as above is considered unsuitable for use as an escape route in an emergency situation (particularly a bushfire) threatening the area even in the event that the track/trail was upgraded to the standard of an emergency access way (EAW) as per the *Guidelines for Planning in Bushfire Prone Areas (Version 1.3 December 2017)* (the Guidelines)

A track which currently exists from Frith Street, Mount Helena along the northern boundary of Reserve 4967 to Innisfree Place Chidlow which connects to Rosedale Road Chidlow. The track has a rough and rocky surface features significant grades and is considered suitable only for 4 wheel drive vehicles. The track also traverses heavily vegetated areas and as above is considered unsuitable for use as an escape route route in an emergency situation even in the event that the track was upgraded to the standard required of an EAW as per the guidelines

Both of the above tracks (originating from Whitlam Street and Frith Street) would require extensive earthworks and gravel importation to bring them to a standard required of an EAW under the Guidelines. In that regard it is also noted that the Guidelines state that an EAW should be no longer than 600m and feature a 6m trafficable surface.

The track originating from Frith Street is approximately 1300m in length and the track originating from Whitlam Street is approximately 1600m in length and thus significantly longer than the maximum length for an EAW stipulated within the Guidelines.

It is also noted that both of the above tracks/trails are situated within Reserve no. 4967 for which the management authority is Landgate. Shire of Mundaring is thus not readily able to conduct works on that land. That would require negotiations with the management authority for the land and other authorities such as but not limited to the Department of Water and Environmental Regulation and the Department of Biodiversity Conservation and Attractions.

In general the upgrading of the above tracks to the standard required for an EAW and/or the making of Yalke Street is considered to be cost prohibitive and would not provide a reliably safe access or egress route for residents in an emergency situation, (particularly a bushfire) threatening the immediate and surrounding area.

Residents within the areas concerned are encouraged to maintain awareness of bushfires in the area, be prepared for bushfires and to strongly consider developing a "Be Safe and Leave Early Plan" as outlined in the Department of Fire & Emergency Services (DFES) *Bushfire Preparation Toolkit*, (available via dfes.wa.gov.au).

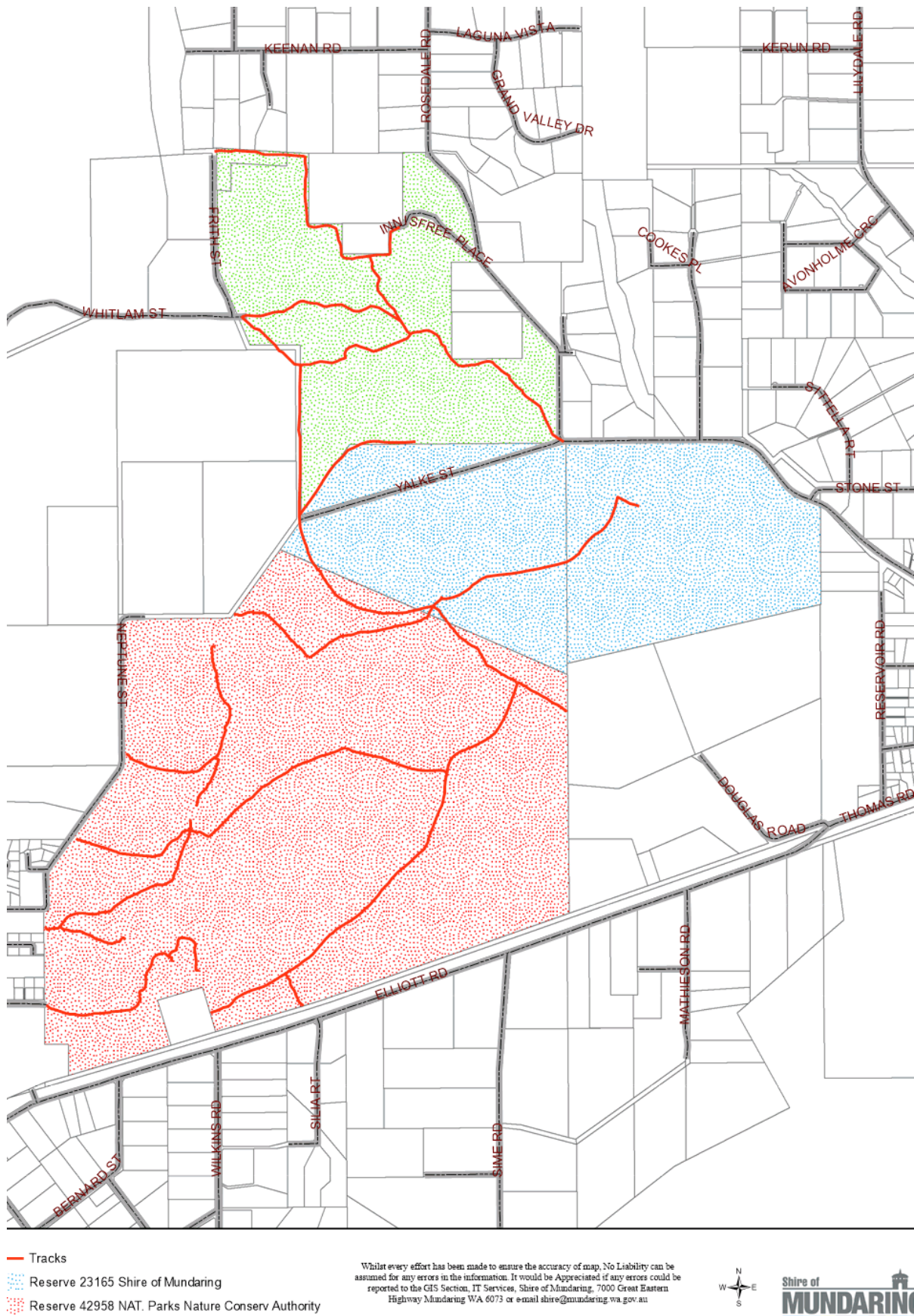
VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Rejects the motion of the 2017 Annual Electors meeting to upgrade the existing tracks and trails between the Northeast of Mt. Helena and the Northwest of Chidlow to a similar or greater standard of other local subdivision emergency access/egress roads by end September 2018 for the following reasons:
 - a. The tracks and trails concerned:
 - I. Could not be upgraded to comply with the requirements of and Emergency Access Way as stipulated within the *Guidelines for Planning in Bushfire Prone Areas, version 1.3, December 2017*.
 - II. Have been assessed to be unsuitable for upgrading to provide emergency access/egress due to their length and location within heavily vegetated areas and thus may be rendered unsafe due to nearby bush fires due to the presence of thick smoke or ignition due to spotting, or be directly impacted by the passage of a bushfire.



10.3 Proposed New Lease - Chidlow Community Garden

File Code	CS/CCS 13/2
Author	Karen White, Community Engagement Facilitator
Senior Employee	Megan Griffiths, Director Strategic and Community Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Shire of Mundaring and Chidlow Community Garden - proposed lease ↓2. Department of Lands WA Power of Lease - Plan ↓

SUMMARY

Council consideration is required of a lease agreement for a proposed community garden at Part Lot 8995, Reserve 32484, Thomas Street, Chidlow.

Following consultation with Chidlow Progress Association (CPA) and Chidlow Community Garden (CCG) group, this report is presented to Council for consideration with the recommendation that Council grant a lease to the Association (Attachment 1).

BACKGROUND

In September 2015, CCG approached the Shire to express an interest in developing a community garden on Chidlow Green. Negotiations commenced resulting in provision of a suitable site.

As the proposed site is on Crown Land, an application was submitted to Department of Lands. On 15 March 2017, the Department of Lands granted Shire of Mundaring Power to Lease said land (Attachment 2).

Consultation ensued between Shire staff and CCG/CPA to consider clauses within the licensing agreement, resulting in development of a final lease. As an incorporated body, CPA will be the lessee listed on the lease and responsible for the garden project. CPA will acquire the appropriate level of insurance cover that includes the community garden project.

STATUTORY / LEGAL IMPLICATIONS

Section 3.58 of the *Local Government Act 1995* provides for the disposition of local government property, including the lease of land.

Regulation 30 of the *Local Government (Functions and General) Regulations 1996* provides exemption from the tender and advertising provisions of section 3.58 to community organisations such as the Chidlow Progress Association Inc.

POLICY IMPLICATIONS

Shire of Mundaring has policy CD 03 – Community Gardens which outlines promotion and support of the development and sustainability of new Community Gardens as a valuable

recreational activity. The policy highlights that Community Gardens contribute to improved health and well-being, positive social interaction, greater connection, environment and sustainability practices, protection and use of open space and opportunities for local engagement. Entering into the proposed lease agreement is in line with the policy objectives.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

Objective 2.3 – A strong and localised community spirit

Strategy 2.3.4 – Encourage local neighbourhood interaction

SUSTAINABILITY IMPLICATIONS

Subject to approval of the Chidlow Community Garden lease, development of a community garden will provide positive social, environmental and economic benefit to the community as supported by case studies of community gardens all over the world, within Australia and locally in Western Australia.

Social

The community garden would sustain and enhance community knowledge, capability and leadership particularly around the environment and sustainability practices. The project will provide a healthy lifestyle opportunity to contribute to the existing facilities in the Shire.

Initiated and managed by the community this project will develop a great sense of community pride and sense of belonging further extended to those who utilise the garden space.

Community gardens contribute to the safety of public places as surveillance is increased due to the increased activity in the space. It will also enhance the visual amenity of the public space and attract people to the area.

Environmental

Community garden values encapsulate waste minimisation, recovery, reuse and recycling principles. Activities such as composting, worm farming, rainwater harvesting and recycling are planned activities.

The organic, permaculture principles that community gardens encourage ensure that the quality of air, water and soil are enhanced.

Economic

CCG group are actively seeking grant funding to assist in establishment of the community garden. If successful, such grant funding will bring money into the local community through development of the project.

RISK IMPLICATIONS

Risk: Reputation – The Chidlow Community Garden Project and proposed lease arrangement is a result of direct requests from the community. If Council form the view to refuse approval of the lease agreement, the result could be a negative reaction by the community.		
Likelihood	Consequence	Rating
Almost Certain	Moderate	High
Action / Strategy		
<ul style="list-style-type: none"> Consider community requests and enter into a lease agreement in support of the community garden. 		
Risk: Reputation – If the garden is established but subsequently abandoned by the community. Consequences will result in a requirement of the lessee to return the land to its original state. In the event this requirement is not adhered to the impact will include: <ul style="list-style-type: none"> Clearance of garden beds and other small structures. Removal of boundary fences. Disconnection from services e.g. water. Site revegetation. 		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
<ul style="list-style-type: none"> Enter into a lease agreement with an established group such as CPA/CCG to significantly reduce the risk. The lease agreement includes clauses that require the lessee to return the land to its original state in the event of cancellation of the lease. The lease agreement requires the lessee to obtain appropriate insurance cover. 		
Risk: Financial – If the garden is established but subsequently abandoned by the community. Financial implications will include: <ul style="list-style-type: none"> Outstanding service bills e.g. water. Costs to return the land to its original state. 		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
<ul style="list-style-type: none"> Enter into a lease agreement with an established group such as CPA/CCG to significantly reduce the risk. The lease agreement requires the lessee to obtain appropriate insurance cover. 		

EXTERNAL CONSULTATION

Community Engagement and Governance staff have recently met and consulted with the CPA/CCG to agree to items within the lease. Discussion around the development of the garden has occurred at CPA meetings with broader community awareness raised via direct communication, onsite community meetings and coverage in the Chidlow Chatter.

COMMENT

Council approved a lease for the Glen Forrest Community Garden (GFCG) in July 2013. Glen Forrest Community Garden (GFCG) group have since established a garden in their area that is both community led and run. The garden is currently sustainable due to the level of support it receives and because it is being initiated at a community level. GFCG group have shared their experiences with the CCG group who wish to adopt a similar model.

CCG group proposes to create a community garden that will be inclusive and accessible to all by developing wide access areas and above ground flower beds for ease of access by wheelchair users and others with a disability. Development of an inclusive and accessible garden is consistent with the Shire's disability access and inclusion strategies.

Since September 2015, consultation and negotiations with CPA have resulted in the Association proposing to be solely responsible for the establishment and management of the community garden on behalf of CCG.

It is therefore proposed that a lease agreement be entered into with the Chidlow Progress Association based on the Shire's standard community gardens lease. Promotion of the garden to the Chidlow community will take place via local channels such as the Chidlow Chatter, through localised signage and via the CPA and CCG Group.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council approves the proposed new lease between Shire of Mundaring and Chidlow Progress Association Inc. for the Chidlow Community Garden Project, on the following terms:

- a. The term of the lease to be five years commencing 1 July 2018, with an option for a further term of five years;
- b. The annual rent to be One Dollar plus GST; and
- c. All lease terms and conditions to be as per the Shire's standard community gardens lease.

Lease of

Chidlow Community Garden

(Part Lot 8995, Reserve 32484,
Thomas Street, Chidlow)

Shire of Mundaring
Chidlow Progress Association Incorporated

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Details

Parties

Shire of Mundaring

of 7000 Great Eastern Highway, Mundaring WA 6073
(**Lessor**)

Chidlow Progress Association Incorporated

of PO Box 85, Chidlow WA 6556
(**Lessee**)

Background

- A Under the Management Order the Lessor is the management body of the land described in **Item 2** of the Schedule (**Land**).
- B Under the Management Order the Lessor has the power to lease the Land for any term not exceeding 21 years, subject to the approval of the Minister for Lands being obtained.
- C The Lessee has requested that the Lessor grant it a lease of that portion of the Land described in **Item 2** of the Schedule (**Premises**), and the Lessor has agreed subject to the Parties entering into this agreement.

Agreed terms

1. Defined terms and interpretation

1.1 Defined terms

In this Lease, unless otherwise required by the context or subject matter -

Amounts Payable means the Rent and any other money payable by the Lessee under this Lease;

Authorised Person means -

- (a) an agent, employee, licensee or invitee of the Lessor; and
- (b) any person visiting the Premises with the consent or implied consent of any person mentioned in paragraph (a);

Basic Consideration means all consideration (whether in money or otherwise) to be paid or provided by the Lessee for any supply or use of the Premises and any goods, services or other things provided by the Lessor under this Lease (other than tax payable pursuant to this clause);

CEO means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Lease;

CPI means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics or its equivalent determined in accordance with clause 4;

Commencement Date means the date of commencement of the Term specified in **Item 5** of the Schedule;

Contaminated Sites Act means the *Contaminated Sites Act 2003*.

DBCA means the Department of Biodiversity, Conservation and Attractions;

Environmental Contamination has the same meaning as the word “contaminated” in the Contaminated Sites Act;

EPA means the Western Australian Environmental Protection Authority;

Encumbrance means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat;

Further Term means each further term specified in **Item 4** of the Schedule;

Good Repair means good and substantial tenantable repair and in clean, good working order and condition;

GST Act means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for, replacing or amending that Act;

GST has the meaning that it bears in the GST Act;

GST Adjustment Rate means the amount of any increase in the rate of tax imposed by the GST Law;

GST Law has the meaning given to it in section 195-1 of the GST Act;

GST Rate means 10%, or such other figure equal to the rate of tax imposed by the GST Law;

Input Tax Credit has the meaning that it bears in section 195-1 of the GST Act.

Interest Rate means the rate at the time the payment falls due being 2% greater than the Lessor's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000, which rate cannot exceed the rate prescribed by, and imposed in accordance with, section 6.13 of the *Local Government Act 1995*;

Land means the land described at **Item 2** of the Schedule;

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

Lessee's Agents includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Leased Premises by the authority of a person specified in paragraph (a).

Lessee's Obligations means the agreements and obligations set out or implied in this Lease or imposed by law to be performed by any person other than the Lessor;

Lessor's Obligations means the agreements and obligations set out or implied in this Lease, or imposed by law to be performed by the Lessor;

Notice means each notice, demand, consent or authority given or made to any person under this Lease;

Party means the Lessor or the Lessee according to the context;

Premises means the premises described at **Item 2** of the Schedule;

Rent means the rent specified in **Item 6** of the Schedule;

Rent Review Date means a date identified in **Item 9** of the Schedule;

Schedule means the Schedule to this Lease;

Tax Invoice has the meaning which it bears in section 195-1 of the GST Act;

Taxable Supply has the meaning which it bears in section 195-1 of the GST Act;

Term means the term of years specified in **Item 3** of the Schedule and any Further Term; and

Termination means expiry by lapse of time or sooner determination of the Term or any period of holding over.

1.2 Interpretation

In this Lease, unless expressed to the contrary -

- (a) words using -
 - (i) the singular include the plural;
 - (ii) the plural include the singular; and
 - (iii) any gender includes each gender;

- (b) a reference to -
 - (i) a natural person includes a body corporate or local government; and
 - (ii) a body corporate or local government includes a natural person;
- (c) a reference to a professional body includes a successor to or substitute for that body;
- (d) a reference to a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
- (e) a reference to a statute, ordinance, code, regulation, award, town planning scheme or other law includes a regulation, local law, by-law, requisition, order or other statutory instruments under it and any amendments to re-enactments of or replacements of any of them from time to time in force;
- (f) a reference to a right includes a benefit, remedy, discretion, authority or power;
- (g) a reference to an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
- (h) a reference to this Lease or provisions or terms of this Lease or any other deed, agreement, instrument or contract include a reference to -
 - (i) both express and implied provisions and terms; and
 - (ii) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
- (i) a reference to writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
- (j) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;
- (k) if a Party comprises two or more persons the obligations and agreements on their part bind and must be observed and performed by them jointly and each of them severally and may be enforced against any one or more of them;
- (l) the agreements and obligations on the part of the Lessee not to do or omit to do any act or thing include -
 - (i) an agreement not to permit that act or thing to be done or omitted to be done by an Authorised Person; and
 - (ii) an agreement to do everything necessary to ensure that that act or thing is not done or omitted to be done;

1.3 Headings

Headings do not affect the interpretation of this Agreement.

1.4 Schedules etc

Each Schedule (and an Annexure or document incorporated by reference, if any) forms part of this Agreement. In the event of any conflict or inconsistency between any part of –

- (a) the terms and conditions contained in the clauses of this Agreement;
- (b) a Schedule;
- (c) an Annexure, if any; and
- (d) a document incorporated by reference, if any,

the material mentioned in any one of paragraph (a)-(d) of this clause 1.4 has precedence over material mentioned in a subsequent paragraph, to the extent of any conflict or inconsistency.

Lessee's rights and obligations

2. Quiet enjoyment

Except as provided in the Lease, subject to the performance of the Lessee's Obligations the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

3. Rent and other payments

The Lessee AGREES with the Lessor -

3.1 Rent

To pay to the Lessor the Rent in the amount and manner set out at **Item 6** of the Schedule from the Commencement Date clear of any deductions whatsoever.

3.2 Outgoings

Not applicable.

3.3 Interest

Not applicable.

3.4 Costs

(a) To pay to the Lessor on demand -

- (i) all duty, fines and penalties payable under the *Duties Act 2008* and other statutory duties or taxes payable on or in connection with this Lease;
- (ii) all registration fees in connection with this Lease; and
- (iii) all legal costs of and incidental to the instructions for the preparation, execution and stamping of this Lease and all copies.

(b) To pay to the Lessor all costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to -

- (i) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
- (ii) any breach of an obligation or agreement by the Lessee or an Authorised Person;
- (iii) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
- (iv) any work done at the Lessee's request; and
- (v) any action or proceedings arising out of or incidental to any matters referred to in this **clause 3.4** or any matter arising out of this Lease.

4. Rent review

Not applicable.

5. Accrual of amounts payable

Amounts Payable accrue on a daily basis.

6. Payment of money

Any Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in the Lease or as otherwise directed by the Lessor by Notice from time to time.

7. Insurance

7.1 Insurance required

The Lessee must effect and maintain with insurers approved by the Lessor (noting the Lessor's and the Lessee's respective rights and interest in the Premises) for the time being -

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the Schedule in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require;
- (b) where the Lessor so requires, insurance to cover the Lessee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a lessee can and does ordinarily insure in their full replacement value, and loss from theft or burglary.

7.2 Details and Receipts

In respect of the insurances required by **clause 7.1** the Lessee must -

- (a) on demand supply to the Lessor details of the insurances and give to the Lessor copies of the certificates of currency in relation to those insurances;
- (b) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (c) notify the Lessor immediately -
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

7.3 Not to invalidate

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might;

- (a) render any insurance effected under **clause 7.1** on the Premises, or any adjoining premises, void or voidable;

- (b) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

7.4 Reports

Each party must report to the other promptly in writing and in an emergency verbally -

- (a) any damage to the Premises of which they are or might be aware; and
- (b) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person who is lawfully using or may lawfully use the Premises.

7.5 Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any insurance required by **clause 7.1**.

7.6 Lessor as attorney

The Lessee appoints the Lessor as the Lessee's attorney during the Term -

- (a) in respect to all matters and questions which may arise in relation to any insurances required by **clause 7.1**;
- (b) with full power to demand, sue for and recover and receive from any insurance company or society or person liable to pay the insurance money as are payable for the risks covered by the insurances required by **clause 7.1**;
- (c) to give good and effectual receipts and discharges for the insurance; and
- (d) to settle, adjust, arbitrate and compromise all claims and demands and generally to exercise all powers of absolute owner.

7.7 Lessee may be required to pay excess on insurances

The Lessee AGREES with the Lessor that it shall be responsible to pay any excess payable in connection with the insurances referred to in **clause 7.1**.

7.8 Lessee's equipment and possessions

The Lessee ACKNOWLEDGES it is responsible to obtain all relevant insurances to cover any damage and/or theft to its property. The Lessor does not take any responsibility for the loss or damage of the Lessee's property.

8. Indemnity

8.1 Lessee responsibilities

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

8.2 Indemnity

- (1) The Lessee indemnifies, and shall keep indemnified, the Lessor from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor, or brought, maintained or made against the Lessor, in respect of:
- (a) any loss whatsoever (including loss of use);
 - (b) injury or damage of, or to, any kind of property or thing; and
 - (c) the death of, or injury suffered by, any person,
- caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:
- (d) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
 - (e) any work carried out by or on behalf of the Lessee on the Premises;
 - (f) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
 - (g) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
 - (h) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease; or
 - (i) an act or omission of the Lessee.

8.3 Obligations Continuing

The obligations of the Lessee under this clause:

- (a) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 8.2** will be reduced by the extent of such payment.
- (b) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

8.4 No indemnity for Lessor's negligence

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

8.5 Release

- (1) The Lessee:
- (a) agrees to occupy and use the Premises at the risk of the Lessee; and
 - (b) releases to the full extent permitted by law, the Lessor from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person,

occurring on the Premises or arising from the Lessee's use or occupation of the Premises by;

- (ii) loss of or damage to the Premises or personal property of the Lessee; and
- (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

- (2) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

9. Limit of Lessor's liability

9.1 No liability for loss on Premises

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring.

9.2 Limit on liability for breach of Lessor's covenants

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is registered as the proprietor in fee simple in the Premises.
- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

10. Use

10.1 Restrictions on use

- (1) Generally

The Lessee must not and must not suffer or permit a person to -

- (a) use the Premises or any part of it for any purpose other than for the purposes for which the Premises are held by the Lessee, as set out at **Item 67** of the Schedule; or
- (b) use the Premises for any purpose which is not permitted under any local or town planning scheme, local laws, acts, statutes or any law relating to health.

- (2) No offensive or illegal acts

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any harmful, offensive or illegal act, matter or thing.

- (3) No nuisance

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties.

(4) No dangerous substances

The Lessee must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions -

- (a) any such storage must comply with all relevant statutory provisions;
- (b) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Lessor;
- (c) the Lessor may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and
- (d) upon the request of the Lessor, the Lessee will provide a list of all dangerous compounds or substances stored on the Premises.

(5) No harm or stress

The Lessee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of the Premises.

(6) No signs

The Lessee must not and must not suffer or permit a person to display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor.

(7) No smoking

The Lessee must not suffer or permit a person to smoke inside any building or other enclosed area on the Premises.

(8) Consumption of alcohol

The Lessee must not suffer or permit a person to use or allow the Premises to be used for the consumption of alcohol without first obtaining the written consent of the Lessor.

(9) Sale of Alcohol

The Lessee will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Food Regulations 2009*, *Liquor Control Regulations 1989* and any other relevant written laws that may be in force from time to time.

(10) Removal of rubbish

The Lessee must keep the Premises free from dirt and rubbish and to store and keep all trade waste and garbage in proper receptacles.

(11) No pollution

The Lessee must do all things necessary to prevent pollution or contamination of the Premises by garbage, refuse, waste matter, oil and other pollutants.

10.2 No warranty

The Lessor gives no warranty -

- (a) as to the use to which the Premises may be put; or

- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

10.3 Premises subject to restriction

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

10.4 Indemnity for costs

The Lessee indemnifies the Lessor against any claims or demands for all costs, on a solicitor client basis, incurred by the Lessor by reason of any claim in relation to any matters set out in this clause.

11. Casual hire of Premises

11.1 Casual hire

- (1) The Lessee may hire out the Premises or any part thereof on a casual basis only PROVIDED -
 - (a) such use is consistent at all times with the Permitted Purpose;
 - (b) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
 - (c) the Lessee obtains the prior written consent for any hire arrangements, which consent may be withheld by the Lessor in its absolute discretion.
- (2) For the purposes of this Lease, "casual hire" means any hire of the Premises by the Lessee to a third party for a period of and not more than 48 hours in any calendar month and does not include any formal transfer, assignment or sublease of the Premises.

11.2 Lessee remains responsible for Premises at all times

The Lessee ACKNOWLEDGES that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

12. Keys and access

12.1 No additional copies without approval

Unless otherwise approved by the Lessor in writing, the Lessee must not have additional sets of keys copied or cut.

12.2 Notify the Lessor of lost keys

- (1) The Lessee must notify the Lessor of any loss of keys immediately; and
- (2) To ensure all keys conform with the Lessor's master keys, the Lessor will arrange for replacement keys to be issued to the Lessee at the Lessee's cost.

12.3 No change of locks without approval

- (1) The Lessee must not change any of the Premises' locks, without the prior approval of the Lessor.
- (2) If the locks are changed the Lessee must provide the Lessor with keys to access all areas of the Premises.

12.4 Cost of re-entry

If the Lessor requires access to the Premises pursuant to its powers under this Lease, and is unable to access the Premises due to an unauthorised change in locks, the Lessor may take all such measures to enter the Premises and to re-secure the Premises, and the Lessee will bear all costs associated with such measures.

13. Maintenance, repair and cleaning

13.1 Generally

- (1) The Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's fixtures and fittings) clean and in Good Repair having regard to the age of the Premises at the Commencement Date PROVIDED THAT this subclause shall not impose on the Lessee any obligation -

- (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear, EXCEPT when such repair or replacement is necessary because of any action or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee (or its servants, agents, contractors or invitees); and
- (b) in respect of any structural maintenance, replacement or repair EXCEPT when such maintenance, repair or replacement is necessary because of any action or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or by the Lessee's particular use or occupancy of the Premises.

- (2) In discharging the obligations imposed on the Lessee under this subclause, the Lessee shall where maintaining, replacing or repairing in or on the Premises -

- (a) any electrical fittings and fixtures;
- (b) any plumbing;
- (c) any air-conditioning fittings and fixtures; and
- (d) any gas fittings and fixtures,

use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval shall not be unreasonably withheld.

13.2 Maintain surroundings

- (1) The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings including but not limited to any flora, gardens lawns, shrubs, hedges and trees.
- (2) The Parties agree that with the exception of minor pruning, any pruning of trees must be undertaken by the Lessor.
- (3) If any flora, trees or lawn dies the Lessee must replace the flora, trees or lawn at its own expense.
- (4) The Lessee must plant and care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (5) The Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

13.3 Pest control

The Lessee must keep the Premises free of any vermin or any other recognised pests and the cost of extermination will be borne by the Lessee.

13.4 Responsibility for securing the Premises

(1) Securing Premises

The Lessee must ensure the Premises, including Lessor's and Lessee's fixtures and fittings, are appropriately secured at all times.

(2) Installation of Security Systems

Subject to prior written approval from the Lessor, the Lessee may install a security system to the Premises, PROVIDED the Lessee -

- (a) pays for all costs associated with the installation and ongoing monitoring of the security system; and
- (b) provides the Lessor with access keys or alarm codes.

13.5 Comply with all reasonable conditions

The Lessee must comply with all reasonable conditions that may be imposed by the Lessor from time to time in relation to the Lessee's maintenance of the Premises.

13.6 Acknowledgement of state of repair of Premises

The Lessee acknowledges that it has inspected the structure of the Premises internally and externally prior to the execution of this Lease and enters into the Lease with full knowledge of the structural state and state of repair of the Premises.

14. Alterations

14.1 Restriction

The Lessee must not without prior written consent from the Lessor or any other person from whom consent is required under this Lease or required under statute in force from time to time, including but not limited to the planning approval of the Lessor under a local or town planning scheme of the Lessor -

- (a) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises; or
- (b) subject to the performance of the Lessee's obligations in **clause 13**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.

14.2 Consent

- (1) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 14.1** the Lessor may -

- (a) give such consent subject to conditions; and
- (b) require that the works be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and

- (c) require that any works be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant.
- (2) If the Lessor consents to any matter referred to in **clause 14.1** -
 - (a) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
 - (b) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

14.3 Cost of Works

All works undertaken under this **clause 14** will be carried out at the Lessee's expense.

14.4 Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either -

- (a) carry out those other works at the Lessee's expense; or
- (b) permit the Lessor to carry out those other works at the Lessee's expense, in accordance with the Lessor's requirements.

15. Report to Lessor

The Lessee must immediately report to the Lessor -

- (1) Vandalism

Any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware.
- (2) Pollution

Any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment.
- (3) Notices, etc

All notices, orders and summonses received by the Lessee and which affect the Premises and immediately deliver them to the Lessor.
- (4) Defects

Any accident to or defect or want of repair in any services or fixtures, fittings, plant or equipment in the Premises and of any circumstances known to the Lessee that may be or may cause a risk or hazard to the Premises or to any person on the Premises.

16. Provision of information

The Lessee AGREES to provide to the Lessor, upon the Lessor's request, where applicable -

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders or its rules of association during the Term; and
- (c) any information on the Lessee's membership and other information on the Lessee reasonably required by the Lessor.

17. No assignment, subletting and charging

17.1 No assignment or subletting

The rights in this Lease are personal to the Lessee, and Lessee may not transfer, assign, sublet, assign or otherwise part with possession or any way dispose of any of its rights or obligations under this Lease without the written consent of the Lessor and the Minister for Lands, which consent may be withheld for any reason whatsoever in the Lessor's or Minister for Land's absolute discretion.

17.2 Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

17.3 No mortgage or charge

The Lessee must not mortgage nor charge the leasehold interest in the Premises.

18. No caveat or other interest

18.1 No caveat or other interest

The Lessee nor any person on behalf of the Lessee must not lodge any absolute caveat, subject to claim or any other interest including any lease, sublease, mortgage, charge over the Land or Premises or part thereof, without the prior written consent of the Lessor.

18.2 Removal of interest

If any caveat or other interest is lodged without the consent of the Lessor, the Lessee irrevocably appoints the Lessor (or any person authorised by the Lessor for that purpose) jointly and severally -

- (a) for the Term;
- (b) for any holding over under this Lease; and
- (c) for a period of six (6) months after Termination of this Lease,

to be the agent and attorney of the Lessee in its name and on its behalf to sign and lodge at Landgate

- (d) a withdrawal of any absolute caveat lodged by or behalf of the Lessee;
- (e) a withdrawal of any caveat lodged by on or behalf of the Lessee and not withdrawn on Termination; and
- (f) a surrender of the estate granted by this Lease.

18.3 Costs of removal, Indemnity and Ratification

- (1) The Lessee undertakes to ratify all the acts performed by or caused to be performed by the Lessor, its agent or attorney under this clause.

- (2) The Lessee indemnifies the Lessor against any loss arising from any act done under **clause 18**.

19. Statutory obligations and notices

19.1 Comply with Statutes

The Lessee must -

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 10**;
- (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (d) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

19.2 Indemnity if fails to comply

The Lessee indemnifies the Lessor against -

- (a) failing to perform, discharge or execute any of the items referred to in **clause 19.1**; and
- (b) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clause 19.1**.

20. Obligations on expiry or termination of lease

20.1 Restore Premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the performance by the Lessee of the Lessee's Obligations under this Lease fair wear and tear excepted.

20.2 Remove Lessee's property prior to termination

Prior to Termination, the Lessee must remove from the Premises all property of the Lessee including the Lessee's signs, fixtures, fittings, plant, equipment and other articles upon the Premises in the nature of trade or tenant's fixtures brought upon the Premises by the Lessee (other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises) and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

20.3 Lessor can remove Lessee's property on re-entry

On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing such property.

20.4 Peacefully Surrender

On Termination the Lessee must -

- (a) peacefully surrender and return to the Lessor the Premises in a condition consistent with the performance of the Lessee's Obligations under this Lease;
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor;

20.5 Obligations to continue

The Lessee's obligations under this clause will continue, notwithstanding the end or Termination of this Lease.

Lessor's rights and obligations

21. Provide keys

The Lessor will provide the Lessee with one (1) set of keys for access to the Premises and all rooms therein upon the signing of the Lease.

22. Lessor's right of entry

22.1 Entry on reasonable notice

The Lessee must permit entry by the Lessor or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice -

- (a) (i) at all reasonable times;
- (ii) with or without workmen and others; and
- (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes -
 - (i) to undertake property inspections to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
 - (ii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
 - (iii) to comply with the Lessor's Obligations or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
 - (iv) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this clause is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

22.2 Costs of Rectifying Breach

All costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 22.1(b)(iv)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

23. Limit of Lessor's liability

23.1 No liability for loss on Premises

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring.

23.2 Limit on Liability for Breach of Lessor's obligations

- (1) The Lessor is only liable for breaches of the Lessor's Obligations set out in this Lease which occur while the Lessor is registered as the management body for the Land.

- (2) the Lessor will not be liable for any failure to perform and observe any of the Lessor's Obligations due to any cause beyond the Lessor's control.

24. Building insurance

Not applicable

Mutual agreements

25. Right to terminate upon notice

25.1 Termination by either party upon Notice

Notwithstanding any other provision of this Lease, the Parties AGREE that either party may terminate this Lease for any reason upon six months written notice to the other party upon mutual agreement.

25.2 Obligations upon termination

If this Lease is terminated in accordance with this clause, **clause 20** will apply.

26. Damage or destruction of Premises

If the Premises or any part of the Premises are totally or partially destroyed so as to require major rebuilding either party may within 2 months of the destruction or the damage terminate the Term with immediate effect by giving Notice to the other party

27. Option to renew

27.1 Exercise of option

If the Lessee at least one month, but not earlier than 6 months, prior to the date for commencement of the Further Term gives the Lessor a Notice to grant the Further Term as specified in **Item 34** of the Schedule and -

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Lessee at the date of service of the Notice in -
 - (i) the payment of Amounts Payable; or
 - (ii) the performance or observance of the Lessee's Obligations,

the Lessor shall grant to the Lessee a lease for the Further Term as specified in **Item 3** of the Schedule at the Rent and on terms and conditions similar to this Lease other than this **clause 27** in respect of any Further Term previously taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

28. Holding over

If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly tenant.

29. Default

29.1 Events of Default

A default occurs if -

- (a) the Lessee is in breach of any of the Lessee's Obligations for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) where the Lessee is an association which is incorporated under the *Associations Incorporations Act 1987*, the association is wound up whether voluntarily or otherwise;
- (c) where the Lessee is an association which is incorporated under the *Associations Incorporations Act 1987*, the Lessee passes a special resolution under the *Associations Incorporation Act 1997* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;
- (d) a mortgagee takes possession of the property of the Lessee under this Lease;
- (e) any execution or similar process is made against the Premises on the Lessee's property;
- (f) the Premises are vacated; or
- (g) a person other than the Lessee or a permitted sublessee or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

29.2 Forfeiture

On the occurrence of any of the events of default specified in **clause 29.1** the Lessor may -

- (a) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
- (b) by notice to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and
- (c) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 28**,

but without affecting the right of action or other remedy which the Lessor has in respect of any other breach by the Lessee of the Lessee's Obligations or releasing the Lessee from liability in respect of the Lessee's Obligations.

29.3 Lessor may remedy Lessee's default

If the Lessee -

- (a) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (b) does or fails to do anything which constitutes a breach of the Lessee's Obligations,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

29.4 Acceptance of Amount Payable By Lessor

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers of the Lessor by the

terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

29.5 Essential Terms

Each of the Lessee's Obligations in **clauses 3** (Rent and Other Payments), **7 and 24** (Insurance), **8** (Indemnity), **10** (Use), **13** (Maintenance, Repair and Cleaning), **17** (No Assignment, Subletting and Charging) and **33** (Goods and Services Tax) is an essential term of this Lease but this **clause 29** does not mean or imply that there are no other essential terms in this Lease.

29.6 Breach of Essential Terms

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor -

- (a) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (b) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (c) the Lessee AGREES with the Lessor that if the Term is determined -
 - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
 - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by lapse of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;

- (d) the Lessee agrees that the obligation set out in this **clause 29.6(c)** will survive termination or any deemed surrender at law of the estate granted by this Lease;
- (e) the Lessee may deduct from the amounts referred to at **clause 29.6(c)** the Rent and other money which the Lessor reasonably expects to obtain by re-letting the Premises between the date of Termination and the date on which the Term would have expired by lapse of time; and
- (f) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

30. Damage or destruction

If the Premises or any part of the Premises are totally or partially destroyed so as to require major rebuilding the Lessee -

- (a) may within two (2) months of the destruction or the damage terminate the Term with immediate effect by giving Notice to the Lessor; or

- (b) must within 2 years from the date of destruction or damage rebuild the Premises to its original state and condition to the satisfaction of the Lessor and in accordance with the requirements of all relevant authorities.
- (c) pay any insurance excess as is determined by the insurance policy provider upon demand by the Lessor or insurance provider.

31. Disputes

31.1 Appointment of arbitrator

Except as otherwise provided any dispute arising out of this Lease is to be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 1985* and the Lessor and the Lessee may each be represented by a legal practitioner.

31.2 Payment of amounts payable to date of award

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid.

32. Consents

32.1 Western Australian Planning Commission's consent

If for any reason whatsoever this Lease requires the consent of the Western Australian Planning Commission or other consent under the *Planning and Development Act 2005*, then this Lease is made expressly subject to and conditional on the granting of that consent in accordance with the provisions of the *Planning and Development Act 2005*.

32.2 Minister for Lands' Consent

In the event that the Land is subject to the provisions of the *Land Administration Act 1997* the grant of this Lease is made expressly subject to and is conditional on the consent of the Minister for Lands to this Lease.

33. Goods and services tax

(1) Lessee must Pay

If GST is payable on the Basic Consideration or any part thereof or if the Lessor is liable to pay GST in connection with the lease of the Premises or any goods, services or other Taxable Supply supplied under this Lease then, unless the Lessor is liable for the payment of a given Taxable Supply, as from the date of any such introduction or application -

- (a) the Lessor may increase the Basic Consideration or the relevant part thereof by an amount which is equal to the GST Rate; and
- (b) the Lessee shall pay the increased Basic Consideration on the due date for payment by the Lessee of the Basic Consideration.

(2) Increase in GST

If, at any time, the GST Rate is increased, the Lessor may, in addition to the GST Rate, increase the Basic Consideration by the GST Adjustment Rate and such amount shall be payable in accordance with **clause 33(1)(a)**.

(3) GST invoice

Where the Basic Consideration is to be increased to account for GST pursuant to **clause 33(2)**, the Lessor shall in the month in which the Basic Consideration is to be paid, issue a Tax Invoice which enables the Lessee to submit a claim for a credit or refund of GST.

34. Additional terms and conditions

Each of the terms and conditions (if any) specified in **Item 10** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease.

General provisions

35. Notice

35.1 Form of delivery

A Notice to a person must be in writing and may be given or made -

- (a) by a delivery to the person personally; or
- (b) by addressing it to the person and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by notice to the other.

35.2 Service of Notice

A Notice to a person is deemed to be given or made -

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at an address specified in clause 35.1, at the time of leaving the Notice provided the Notice is left during normal business hours; and
- (c) if by post to an address specified in **clause 35.1**, on the second business day following the date of posting of the Notice.

35.3 Signing of Notice

A Notice to a person may be signed -

- (a) if given by an individual by the person giving the Notice -
- (b) if given by a corporation by a director, secretary or manager of that corporation; or
- (c) if given by a local government, by the CEO or a person authorised to sign on behalf of the local government; or
- (d) by a solicitor or other agent of the person, corporation or local government giving the Notice.

36. Amendments to lease

Subject to such consents as are required by this Lease or at law, this Lease may be varied by the agreement of the parties in writing.

37. Waiver

37.1 No general waiver

Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.

37.2 Partial exercise of right power or privilege

A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

38. Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

39. Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

40. Further assurance

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

41. Severance

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

42. Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

43. Governing law

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

Schedule

- | | |
|---------|--|
| Item 1 | Purpose of management order |
| | Parklands |
| Item 2 | Land and Premises |
| | Land |
| | Part of Lot 8995 on DP241716. |
| | Premises |
| | That part of the Land as is delineated and annexed hereto as Annexure 1. |
| Item 3 | Term |
| | Five (5) years |
| Item 4 | Further term |
| | Five (5) years |
| Item 5 | Commencement date |
| | 1 January 2018 |
| Item 6 | Rent |
| | One (1) Dollar + GST per annum, payable at commencement of the Term |
| Item 7 | Use |
| | Community garden and associated activities |
| Item 8 | Public liability insurance |
| | \$20,000,000 (Twenty Million Dollars) |
| Item 9 | Rent review dates |
| | N/a |
| Item 10 | Additional terms and conditions |
| | N/a |

Signing page

EXECUTED on the _____ day of _____ 2018.

THE COMMON SEAL of the **Shire of Mundaring** is affixed in the presence of -

Shire President

(Print full name)

Chief Executive Officer

(Print full name)

THE COMMON SEAL of **Chidlow Progress Association Inc.** is affixed pursuant to the constitution of the **Chidlow Progress Association Inc.** in the presence of each of the undersigned each of whom hereby declares by the execution of this document that he or she holds the office in the **Chidlow Progress Association Inc.** indicated under his or her name -

Office Holder Sign

Office Holder Sign

Office held

Office held

Full name

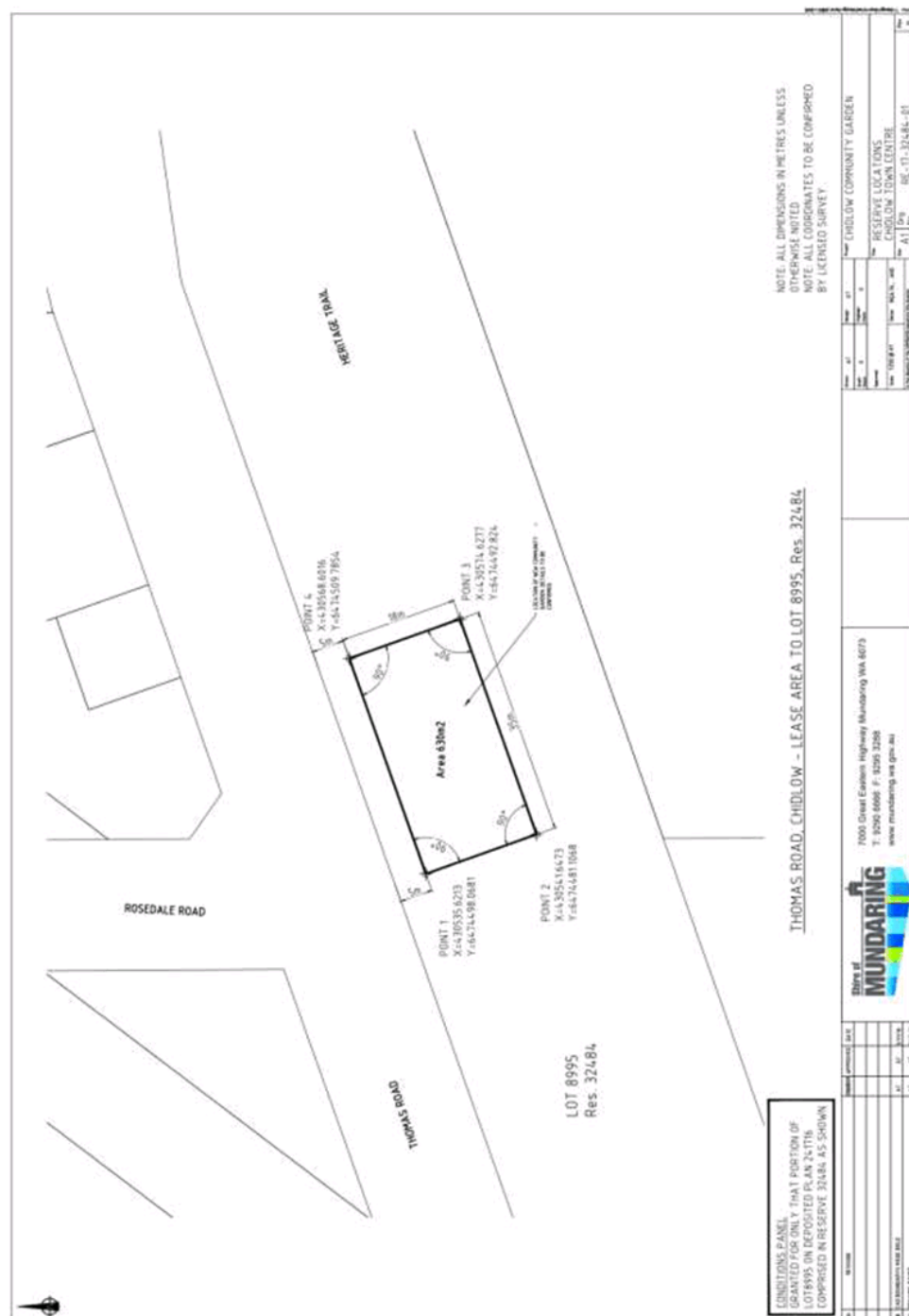
Full name

Address

Address

Lease - Chidlow Community Garden | page 29

Annexure 1 – Sketch of Premises





THOMAS ROAD, CHIDLOW



Government of **Western Australia**
Department of **Lands**

Regional and Metropolitan Services



15 March 2017

Your ref:

Our ref: File 01240-1972 Job 161298

Enquiries: Jeanne Baker Ph: (08) 65524590

Fax: (08) 65524417

jeanne.baker@lands.wa.gov.au

Chief Executive Officer
Shire of Mundaring
7000 Great Eastern Highway
MUNDARING WA 6073

Dear Sir

Reserve 32484

I refer to previous correspondence on Reserve 32484.

I advise for your information that lot 8995 on Deposited Plan (DP) 241716 Crown Land Title (CLT) volume 3144 folio 124 and lot 8996 on DP 241716 CLT volume 3144 folio 125, and lot 391 on DP 241716 CLT volume 3144 folio 126, and lot 405 on DP 241716 CLT volume 3144 folio 127, and lot 412 on DP 217600 CLT volume 3144 folio 128 and being set apart as Reserve 32484 for the purpose of "Parklands" and has power to lease granted for only that specific lot only as outlined on the attached sketch (refer to Management Order and attachment) with a Management Order issued in favour of the Shire of Mundaring.

Under the Land Administration Act document registration system, Management Order is registered on the Crown Land Title for the reserve and become effective on the date of registration.

The duplicate of the Management Order for the reserve and prints of the Crown Land Titles are enclosed. Please keep it in a safe place.

For further inquiries please contact Ms Jeanne Baker, Assistant State Land Officer, Case Delivery, Department of Lands on telephone 08 6552 4590.

Yours faithfully

Jeanne Baker
Assistant State Land Officer
Case Delivery

Gordon Stephenson House, 140 William Street Perth Western Australia 6000 PO Box 1221 West Perth Western Australia 6872
Telephone (08) 6552 4400 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only)
Email: info@lands.wa.gov.au Website: www.lands.wa.gov.au
ABN: 68 565 723 484
A6578659

DUPLICATE

FORM LAA-1023

SECTION 46

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997
TRANSFER OF LAND ACT 1893 as amended

MANAGEMENT ORDER (XE)

RESERVE DESCRIPTION (NOTE 1)

RESERVE DESCRIPTION (NOTE 1)	EXTENT	VOLUME	FOLIO
32484	Whole	3144	124
32484	Whole	3144	125
32484	Whole	3144	126
32484	Whole	3144	127
32484	Whole	3144	128

MANAGEMENT BODY (NOTE 2)

Shire of Mundaring 7000 Great Eastern Highway MUNDARING WA 6073

CONDITIONS (NOTE 3)

- i) To be used for the designated purpose of "Parklands" only;
- ii) Power to lease (or sub lease or licence) for the designated purpose is granted for only that ~~portion of Reserve 32484 as shown bordered red at Annexure 1~~ thereof for any term not exceeding twenty one (21) years from the date of the lease subject to the approval in writing of the Minister for Lands being first obtained to each and every lease or assignment of lease, pursuant to the provisions of section 18 of the Land Administration Act 1997.

that specific lot only as outlined on the attached sketch.

THE MINISTER FOR LANDS (IN THE NAME OF AND ON BEHALF OF THE STATE OF WESTERN AUSTRALIA) ORDERS THAT THE CARE, CONTROL AND MANAGEMENT OF THE ABOVE RESERVE BE PLACED WITH THE MANAGEMENT BODY DESCRIBED ABOVE FOR THE PURPOSE FOR WHICH THE LAND COMPRISING THE RESERVE IS RESERVED UNDER SECTION 41 OF THE LAND ADMINISTRATION ACT 1997, AND FOR PURPOSES ANCILLARY OR BENEFICIAL TO THAT PURPOSE SUBJECT TO THE CONDITIONS ABOVE

Dated this *9th* day of *January* in the year *2017*

ATTESTATION (NOTE 4)

JAMIE LEE KING
SENIOR STATE LAND OFFICER
DELIVERY



DUPLICATE

<p align="center">INSTRUCTIONS</p> <p>1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".</p> <p>2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.</p> <p>3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the person signing this document and their witnesses.</p> <p align="center">NOTES</p> <p>1. RESERVE DESCRIPTION Reserve number and details to be stated. The Volume and Folio numbers to be stated.</p> <p>2. MANAGEMENT BODY State the full name and address of management body.</p> <p>3. CONDITIONS Detail the conditions specified by the Minister to be observed by the management body in its care control and management of the Reserve.</p> <p>4. ATTESTATION This document is to be executed by the Minister for Lands or a person to whom the power to grant a management order under section 46 of the Land Administration Act 1997 has been duly delegated under section 9(1) of the Act (if applicable).</p>
--

<p>EXAMINED</p>


<p align="center"><small>Office Use Only</small></p> <p>N525992 XE</p> <p>09 Jan 2017 08:55:22 Perth</p>  <p align="center">DUPLICATE</p>

<p align="center">MANAGEMENT ORDER (XE)</p> <p>LODGED BY Department of Lands</p> <p>ADDRESS DoL - Metropolitan Peel - Box 98C</p> <p>PHONE No. FAX No.</p> <p>REFERENCE No. Jeanne Baker File 1240-1974 Ph 65524590 Fax 65524417</p> <p>ISSUING BOX No.</p>
--

<p>PREPARED BY Department of Lands</p> <p>ADDRESS DoL - Metropolitan Peel - Box 98C</p> <p>PHONE No. FAX No.</p>
--

<p>INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY</p>

<p>TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH</p> <p>1. <u>Annexure 1</u> Received Items</p> <p>2. _____ Nos.</p> <p>3. _____</p> <p>4. _____ Receiving Clerk</p> <p>5. _____</p> <p>6. _____</p>

<p align="center">161298-003</p>  <p>Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.</p>

ANNEXURE 1



WESTERN



AUSTRALIA

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED**

REGISTER NUMBER	
8995/DP241716	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME **LR3144** FOLIO **124**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 8995 ON DEPOSITED PLAN 241716

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER**PRIMARY INTEREST HOLDER:** SHIRE OF MUNDARING OF 7000 GREAT EASTERN HIGHWAY MUNDARING WA 6073

(XE N525992) REGISTERED 9/1/2017

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. PART RESERVE 32484 FOR THE PURPOSE OF PARKLANDS
N525992 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS. POWER TO LEASE LIMITED - SEE MANAGEMENT ORDER. REGISTERED 9/1/2017.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND:	DP241716
PREVIOUS TITLE:	LR3067-482
PROPERTY STREET ADDRESS:	NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF MUNDARING
RESPONSIBLE AGENCY:	DEPARTMENT OF LANDS (SLSD)

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ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 8995/DP241716 VOLUME/FOLIO: LR3144-124

PAGE 2

NOTE 1: K142830 CORRESPONDENCE FILE 01240-1974-01RO
NOTE 2: SUBJECT TO SURVEY - NOT FOR ALIENATION PURPOSES

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WESTERN



AUSTRALIA

REGISTER NUMBER	
8996/DP241716	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME
LR3144 FOLIO
125

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 8996 ON DEPOSITED PLAN 241716

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER**PRIMARY INTEREST HOLDER:** SHIRE OF MUNDARING OF 7000 GREAT EASTERN HIGHWAY MUNDARING WA 6073

(XE N525992) REGISTERED 9/1/2017

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. PART RESERVE 32484 FOR THE PURPOSE OF PARKLANDS
N525992 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. REGISTERED
9/1/2017.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP241716
PREVIOUS TITLE: LR3067-482
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF MUNDARING
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD)

NOTE 1: K142830 CORRESPONDENCE FILE 01240-1974-01RO

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ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 8996/DP241716

VOLUME/FOLIO: LR3144-125

PAGE 2

NOTE 2:

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WESTERN



AUSTRALIA

REGISTER NUMBER	
391/DP241716	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED**

VOLUME **LR3144** FOLIO **126**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 391 ON DEPOSITED PLAN 241716

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: SHIRE OF MUNDARING OF 7000 GREAT EASTERN HIGHWAY MUNDARING
WA 6073

(XE N525992) REGISTERED 9/1/2017

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. PART RESERVE 32484 FOR THE PURPOSE OF PARKLANDS
N525992 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. REGISTERED
9/1/2017.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP241716
PREVIOUS TITLE: LR3067-482
PROPERTY STREET ADDRESS: 1300 VICTORIA RD, HOVEA.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF MUNDARING
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD)

NOTE 1: K142830 CORRESPONDENCE FILE 01240-1974-01RO

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ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 391/DP241716

VOLUME/FOLIO: LR3144-126

PAGE 2

NOTE 2:

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WESTERN AUSTRALIA

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE**
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED

REGISTER NUMBER	
405/DP241716	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME **LR3144** FOLIO **127**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.


REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 405 ON DEPOSITED PLAN 241716

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: SHIRE OF MUNDARING OF 7000 GREAT EASTERN HIGHWAY MUNDARING WA 6073

(XE N525992) REGISTERED 9/1/2017

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

- PART RESERVE 32484 FOR THE PURPOSE OF PARKLANDS
N525992 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. REGISTERED 9/1/2017.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP241716
PREVIOUS TITLE: LR3067-482
PROPERTY STREET ADDRESS: 1300 VICTORIA RD, HOVEA.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF MUNDARING
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD)

NOTE 1: K142830 CORRESPONDENCE FILE 01240-1974-01RO

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ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 405/DP241716

VOLUME/FOLIO: LR3144-127

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NOTE 2:

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WESTERN



AUSTRALIA

REGISTER NUMBER	
412/DP217600	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME
LR3144FOLIO
128

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 412 ON DEPOSITED PLAN 217600

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER**PRIMARY INTEREST HOLDER:** SHIRE OF MUNDARING OF 7000 GREAT EASTERN HIGHWAY MUNDARING WA 6073

(XE N525992) REGISTERED 9/1/2017

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. PART RESERVE 32484 FOR THE PURPOSE OF PARKLANDS
N525992 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. REGISTERED 9/1/2017.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP217600
PREVIOUS TITLE: LR3067-482
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF MUNDARING
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD)

NOTE 1: K142830 CORRESPONDENCE FILE 01240-1974-01RO

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ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 412/DP217600

VOLUME/FOLIO: LR3144-128

PAGE 2

NOTE 2:

SUBJECT TO SURVEY - NOT FOR ALIENATION PURPOSES

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10.4 Adoption of Local Commercial Strategy

File Code	PS.STG 01
Author	Christopher Jennings, Senior Strategic Planning Officer
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Background Research and Analysis ↓2. Strategy and Implementation Plan ↓3. Schedule of Submissions ↓

SUMMARY

The Draft Local Commercial Strategy has been advertised for public comment and four submissions were received. Council is requested to adopt the Local Commercial Strategy to guide future planning and land use decision-making.

BACKGROUND

ABBREVIATION	MEANING
Draft Strategy	Draft Local Commercial Strategy
Regulations	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Strategy	Local Commercial Strategy

Essential Economics was appointed to undertake research and analysis of the Shire's economy and demographics to ascertain likely future demand and market shares. The second part of their work sets out appropriate, corresponding land use planning strategies to provide guidance for future decision-making.

Council was briefed on the Draft Strategy by Essential Economics at the Council Forum on 9 June 2017. At this forum, the consultants explained the need for the Strategy, the methodology used to examine and extrapolate census data and to describe the connection between the technical assessment and proposed strategies and actions.

The Draft Strategy was prepared as a technical document to provide an evidence base for the proposed land use planning strategies. It is intended to provide non-statutory rigour and guidance for future land use decisions at strategic and development assessment levels. At its meeting of 11 July 2017, Council resolved to adopt the Draft Strategy for advertising (C4.07.17). The Draft Strategy was made available for comment from 23 August 2017 to 24 October 2017 (62 days). During this time four submissions were made (see Attachment 3).

STATUTORY / LEGAL IMPLICATIONS

Should Council adopt the Strategy, decision makers would be required to give it due regard in making planning and land use decisions.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

Objective 2.5 – Flourishing local business

Strategy 2.5.3 – Engage with and support the local business community

If adopted, the Strategy will be used to guide planning and land use decisions over the next 20 years – specifically in the Shire's primary growth areas; Helena Valley, Bellevue, North Parkerville, North Stoneville, Mundaring Town Centre and future industrial areas.

It will also inform the review of the Shire's Local Planning Strategy and Local Planning Scheme No. 4 as required by the Regulations. This review is to be prepared within the 2019-2021 financial years under the Shire's Corporate Business Plan.

SUSTAINABILITY IMPLICATIONS

The local and state planning frameworks exist to deliver sustainable development.

Planning for sustainable growth in existing and new locations requires an understanding of the economic pressures and processes underpinning supply and demand.

This Strategy examines the economic processes underpinning growth to anticipate and provide strategic direction for future commercial land use supply and types. The strategies intend to be adaptable to changing economic circumstances but sufficiently robust to bolster the Shire's broader spatial plans for Mundaring Town Centre, Helena Valley and elsewhere and to continue to support the existing and planned local village centres.

RISK IMPLICATIONS

Should Council resolve not to endorse the Strategy, planning and other Shire decisions will continue to be informed by the current Local Commercial Strategy (1992) which is no longer consistent with contemporary planning practice and does not make provision for future growth areas.

Risk: Reputational and Interruption to Service The current Local Commercial Strategy was adopted in 1992 and is required to be updated under the Corporate Business Plan. If the Strategy is not adopted, land use planning and strategies will be prepared on the basis of an out-of-date planning framework and render a project of the Corporate Business Plan Incomplete. This will have reputational repercussions and interfere with the assessment and determination of planning proposals e.g. Mundaring Activity Centre Structure Plan, North Stoneville Townsite Development, implementation of the Foothills Growth Strategy and so on.		
Likelihood	Consequence	Rating
Likely	Major	High
Action / Strategy		
Adopt the Local Commercial Strategy (2018)		

EXTERNAL CONSULTATION

A number of methods were used to advertise the Draft Strategy, including:

- Notification on the Shire website and Facebook page;
- Advertisement in the West Australian; and
- Letters sent to agencies and relevant community groups/associations.

Officer time was made available to attend association meetings. No meetings were requested.

A total four submissions were made.

A summary of the submissions is provided below. Detailed responses to these submissions is provided in Attachment 3.

Submitter	Comment/outcome
CCW Children's Fund	Generally supports the Draft Strategy but makes recommendations. Strategy modified to incorporate some recommendations.
City of Kalamunda	Raises matters for consideration. Consultant advice sought to provide response to submission.
City of Swan	No objection.
Dynamic Planning and Developments	Support the Draft Strategy.

COMMENT

Growth Locations

The Strategy is intended to provide an evidence-base for commercial strategies within the Shire's growth locations, e.g. North Stoneville, North Parkerville, Helena Valley/Bellevue, new light industrial areas and Mundaring Town Centre. Guidance is provided on floorspace requirements under Constant and Market Share Growth Scenarios. These approximations can be used to (broadly) benchmark economic progress and ascertain the state of the economy.

The Strategy and Mundaring Activity Centre Structure Plan have been prepared in conjunction to ensure that the aspirations of the structure plan are commensurate with anticipated market conditions and that the Strategy is informed by land use objectives for the town centre.

Latent Demand

There is very limited vacant, Light Industry and Service Commercial zoned land in the Shire. The Strategy states that, consequently, it is difficult to ascertain demand. However, the Strategy notes:

The ... [light industrial and service commercial] development rates are low relative to the population increase and indicate that an element of latent (or unrealised) demand is likely. This has been confirmed during discussions with local real estate agents that indicate enquiries for industrial land cannot currently be satisfied in the Mundaring Employment Area.

Acknowledging the forecast population increase, prevailing supply and the possibility of latent demand, it is prudent to plan for a quantum of land in the order of, say at least +5ha for future light industrial/service commercial use in the Hills Region...Depending on the uptake of any initial industrial development in the Hills region, potential may exist for future expansion.

Action Plan 4 of the Strategy is to:

Review the suitability of land in Sawyers Valley...for light industrial and/or service commercial uses...[in the] short term.

Progressing these and similar strategies within the Strategy will help to achieve the vision and objective as outlined in the Strategy:

Vision:

Activity centres and employment precincts will continue to have an important function in generating economic activity, providing services to residents and businesses, and creating local investment and jobs.

Objective:

Maximise local economic development and employment opportunities.

Review

Minor grammatical and graphical changes have been made to the Strategy as a result of consultation.

In October 2017, detailed 2016 Census data was released. An addendum to the Strategy was sought to ensure that the recommendations are consistent with the latest statistics. The statistics show an attrition of 800 people from the Shire and the growth rate having slowed from 0.8% in 2011-2016 to 0.4%.

The consultant's advice is that these statistics reflect wider economic shifts in WA (mining downturn) and do not affect the relevance or appropriateness of the strategies, but may have a minor bearing on the indicative timing of growth. Since the timing of economic growth is not a strategy or benchmark, it was considered prudent to review these matters upon the release of the next census.

It is recommended Council adopts the Local Commercial Strategy.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council adopts the Local Commercial Strategy as presented in Attachment 2 to Report 10.4, dated February 2018.



ESSENTIAL ECONOMICS

Shire of Mundaring Local Commercial Strategy

BACKGROUND

RESEARCH AND ANALYSIS

Prepared for

Shire of Mundaring

by

Essential Economics Pty Ltd

February 2018

Authorship

Report stage	Author	Date	Review	Date
Draft report	Jack O'Connor Nick Brisbane	15 May 2017	Sean Stephens	17 May 2017
			Shire of Mundaring Council Officers	22 May 2017
Final draft report	Nick Brisbane	23 June 2017	Sean Stephens	23 June 2017
Final report	Jack O'Connor	18 December 2017	Nick Brisbane	18 December 2017
Amended Final Report	Nick Brisbane	15 February 2018		

Disclaimer

Every effort has been made to ensure the accuracy of the material and the integrity of the analysis presented in this report. However, Essential Economics Pty Ltd accepts no liability for any actions taken on the basis of report contents.

Contact details

For further details please contact Essential Economics Pty Ltd at one of our offices:

96 Pelham Street
Carlton
Victoria 3053
Australia
PH +61 3 9347 5255
FAX +61 3 9347 5355

Level 26 / 44 Market Street
Sydney
New South Wales 2000
Australia
PH +61 2 9089 8654

EMAIL mail@essentialeconomics.com
WEB www.essentialeconomics.com

ABN 92 079 850 427

Our Reference: 16235

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EXECUTIVE SUMMARY

Strategy Background

The Shire of Mundaring's existing Local Commercial Strategy was adopted in 1992. Since that time the State Government planning context has changed significantly with respect to urban growth principles, planning policies and consideration of commercial centres. *State Planning Policy No. 4.2 – Activity Centres for Perth and Peel*, along with *Directions 2031* and associated Sub-regional Strategies, now form the basis for activity centre planning in Perth and Peel.

An updated Local Commercial Strategy is now required which provides a contemporary strategic policy framework, while also reflecting the unique settlement patterns and issues relevant to the Shire of Mundaring.

This Background Report provides the analysis and discussion upon which the *Shire of Mundaring Local Commercial Strategy* (LCS) will be developed.

Regional Context and Influences

While the Mundaring Town Centre is the higher order centre serving the Shire, the proximity and ease of access to the Midland Strategic Metropolitan Centre (SMC) and other key business locations means the Shire's economy is intrinsically linked to these areas. Centres in metropolitan Perth will continue to have a significant influence on how the hierarchy of commercial centres operates in the Shire.

Three distinct study areas have been identified for the Local Commercial Strategy and comprise the following:

- Urban Region, containing the urbanised suburbs (or part thereof) in the western parts of Mundaring Shire including Swan View, Midvale and Greenmount.
- Helena Valley, comprising land in the Helena Valley which in physical terms is somewhat disconnected from the Urban Region to the north.
- The Hills region, comprising land in the east of the Shire of Mundaring which is located on the Darling Range. Mundaring is the major town in the Hills Region and the Mundaring Town Centre is a key focus for retail and commercial activity for local residents and businesses.

Activity Centre and Retail Assessment

The Shire of Mundaring currently has a population of 39,990 residents (as per 2016) and this is forecast to increase to more than 54,000 residents in 2037. This population growth will drive demand for additional retail floorspace.

An assessment of the existing turnover and market shares of activity centres in the Shire found that retailers in the Shire's activity centre capture only 31% of resident spending. The share of spending captured in the non-food and food catering retail categories is even lower.

Allowing for population growth and the retention of a moderate level of escape spending (or an increase in market shares), potential for an additional 17,000m² of retail floorspace was identified over the next 20 years. Opportunities to accommodate this growth include:

- Expansion of supermarket floorspace in Mundaring Town Centre
- Potential for a greater range of non-food retailing, including the potential for a major non-food retail tenant in the longer-term
- Potential for a new neighbourhood centre to serve the future North Parkerville and North Stoneville future town sites
- Moderate expansion of Food Liquor and Groceries (FLG) and food catering offering in other activity centres throughout the Shire.

Employment Land Review

The Shire of Mundaring contains two locations that each contain both light industrial and service commercial land: Midvale and in Mundaring. Combined, these areas contains 63ha of Light Industrial Zoned land and 16.5ha of Service Commercial Zoned land.

At present, only a very limited supply of 2.6ha of vacant employment land (ie. light industrial and service commercial) exists. As a result, only limited opportunities are available for attracting new business to the Shire that require industrial or service commercial land. In addition, very limited scope exists for existing businesses to expand. Consequently, future land for the industrial/service commercial zones are required. Areas to consider include:

- The 'Stonehouse Site' in Sawyers Valley
- Land in the Helena Valley encumbered by airport noise contours
- In the longer-term, land in proximity to the planned future Orange Route.

Key Directions for the Strategy

The key directions for the Shire of Mundaring Commercial Strategy arising from the background analysis and research presented in this report are:

- 1 The Strategy must align with both State and Local planning policy; however, it must reflect the unique context of the Shire of Mundaring including a diverse settlement pattern comprising urban areas, and rural towns and settlements.
- 2 The Strategy must highlight the importance of activity centres and employment land to the Shire's economy.

- 3 The Strategy must identify a hierarchy of centres that takes into account the role of larger centres beyond the Shire boundaries, the current role of existing centres and the potential for new centres, in particular the following:
 - Potential for a new neighbourhood centre to serve the North Parkerville and North Stoneville town sites
 - Potential for new employment lands in Sawyers Valley and Helena Valley.
- 4 The Strategy must recognise the higher-order role performed by the Mundaring Town Centre and reinforce it as the primary centre serving the Shire.
- 5 The Strategy must seek to encourage the retention of retail spending that is currently escaping the Shire. This will largely be supported by attracting a broader range of retailers and non-retail activities to the Mundaring Shire.
- 6 The Strategy must have a focus on supporting the viability of smaller Local Centres that are important focal points for their communities.

INTRODUCTION

Background

The Shire of Mundaring is located on the eastern edge of metropolitan Perth, and consists of a mix of established urban development, newly-developing suburbs, low-density urban development, and rural areas. Currently, the Shire has a resident population of approximately 39,990 persons (estimate for 2016 based on ABS data).

The Shire of Mundaring's existing Local Commercial Strategy was adopted in 1992. Since that time the state planning context has changed significantly with respect to urban growth principles, planning policies and consideration of commercial centres. *State Planning Policy No. 4.2 – Activity Centres for Perth and Peel*, along with *Direction 2031* and associated Sub-regional Strategies, now form the basis for a planning framework for activity centres.

An updated Local Commercial Strategy is required which provides a contemporary strategic policy framework, while also reflecting the unique settlement patterns and issues relevant to the Shire of Mundaring. The Strategy will provide an overarching policy framework which guides the future planning for the Shire's commercial centres (including light industrial areas).

This Background Report provides the analysis and discussion upon which the *Shire of Mundaring Local Commercial Strategy* (LCS) has been developed, and should be read in conjunction with the Strategy report.

Objectives

The objectives of the LCS update as described in the project brief as follows:

- 1 To support increased reliance on existing local centres throughout the Shire for daily shopping and other services
- 2 To consider the extent to which controls on the size of individual local centres are consistent with the objectives of reducing transport demand and increasing local employment self-sufficiency
- 3 To review and determine the appropriate size of Local Centre zones, taking into account potential population growth in those areas.

Terms and Definitions

Retail activities

Retail activity is defined according to the Australian Bureau of Statistics (ABS) classification adopted for the 1991/92 Retail and Services Census but excludes garden supplies, marine equipment and motor vehicle and related traders. This definition of retail is consistent with the normal practice for undertaking retail-economic analysis in Australia.

A range of non-retail uses often operate in conjunction with, or adjacent to, many retail traders. These uses include cinemas, offices, travel agencies, lotto and gaming outlets, banks and other financial institutions, equipment hire and garden supplies, and so on. In addition, a range of other activities is excluded from the definition of retail because they mainly serve the trade, or non-household, sector. These activities include building supplies, garden supplies, and timber yards and so on.

Retail Categories

For the purpose of this Strategy, estimates of retail floorspace and expenditure are divided into the following product categories:

- **Food, Liquor and Groceries (FLG):** Comprises household spending and floorspace involved in the selling of take-home food, groceries and liquor.
- **Food Catering:** Comprises household spending and floorspace associated with cafes, restaurants and take-away food stores.
- **Non-Food:** Comprises spending on non-food retail products such as apparel, homewares, bulky merchandise, leisure goods, other general merchandise and spending on services such as hairdressers, video hire, dry cleaning, etc.

GST

All spending and turnover figures expressed in this report are inclusive of GST.

Employment Land

For the purpose of this study, 'Employment Land' refers to land zoned Light Industrial and Service Commercial.

PART A: CONTEXT ANALYSIS

1 LOCATIONAL CONTEXT

The Shire of Mundaring is located on the eastern fringe of Metropolitan Perth, approximately 15km from the Perth CBD. The Shire covers an area of 644 square kilometres and currently has an estimated resident population of 39,990 persons (2016 estimate).

The economic and planning context of the Shire is influenced by its location on Perth's suburban and peri-urban fringe, and its unique topography by virtue of the Darling Range. The key aspects of the Shire are shown in Figure 1.1, including activity centres, industrial areas and the Great Eastern Highway which runs east-west through the Shire. Great Eastern Highway is a primary conduit linking metropolitan Perth, the Darling Range, and the Wheat Belt regions of Western Australia.

As shown in Figure 1.1, the far western extent of the Shire – including the areas of Midvale, Swan View and Helena Valley – are located on the Swan Plain. These areas display a pattern of settlement which is, to a large extent, knitted into metropolitan Perth's suburban fabric. The Midvale area contains a light industrial precinct which is important to the Shire in terms of economic income and employment.

The balance of the Shire is situated on the Darling Range and is known locally as 'the Hills'. The ridge-line separating the 'suburban' area(s) and the Hills Region is also shown in Figure 1.1.

The Hills Regions of the Shire can be characterised as a peri-urban and rural region containing a number of discrete, idyllic villages/towns in a setting of rolling hills and bushland. This region of the Shire is renowned for its semi-rural/outdoor lifestyle and nature-based activities.

Mundaring (township) is the largest settlement in the Hills Region. The township has the most extensive retail, commercial, industrial, community and civic administrative offer of all 'Hills' settlements. Consequently, it serves an important regional service role for the Shire and beyond.

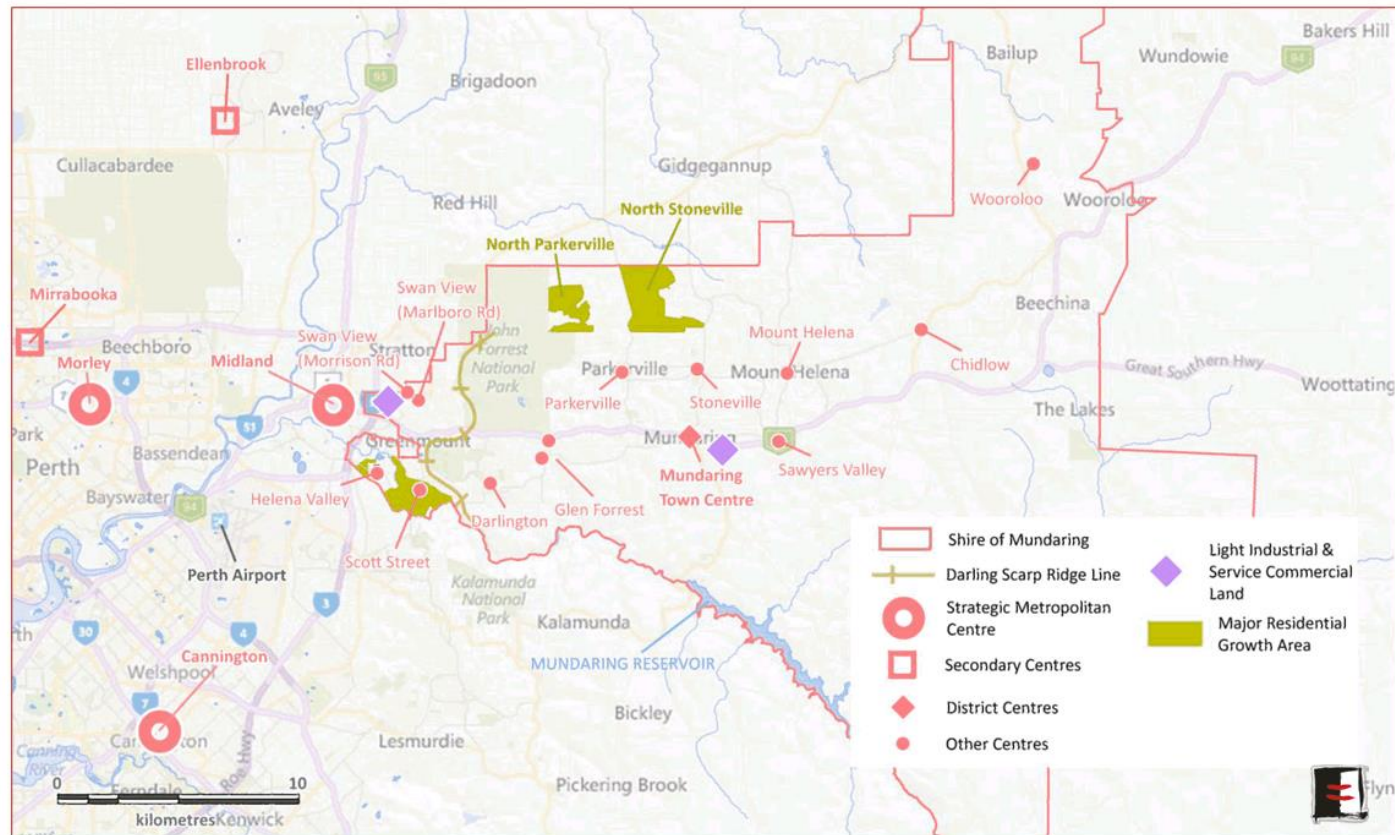
The Shire's relative proximity to suburban and central Perth means a large proportion of residents work at locations outside of the Shire's bounds (as discussed in Chapter 9). Midland, located 1.8km to the west of the Shire's boundary, is the closest Strategic Metropolitan Centre (SMC) and draws substantial trade from Mundaring residents seeking a retail offer beyond that provided by centres within the Mundaring Shire.

The Shire has several areas that have been identified for substantial future residential growth including Helena Valley, North Stoneville and North Parkerville. These areas are also shown in Figure 1.1.

The southern parts of the Shire are largely State Forest areas and includes the Mundaring Reservoir

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Figure 1.1: Mundaring Shire Locational Context



Source: Essential Economics with MapInfo, Bing Maps & StreetPro

2 STUDY REGIONS

Three discrete study regions have been identified for the purposes of the economic analysis undertaken as input to the Strategy. These study regions have been identified on the basis of settlement characteristics, transport connections and the relationship with activity centres in the Shire of Mundaring and beyond.

The three study regions are summarised below and shown in Figure 2.1:

- **Urban Region.**

In broad terms includes the urbanised suburbs (or part thereof) in the western parts of Mundaring Shire including Swan View, Midvale and Greenmount. In an activity centre context, residents are likely to utilise neighbourhood centres within the Urban Region (e.g. Swan View and Darling Ridge neighbourhood centres), and other centres located in the neighbouring City of Swan and farther afield.

- **Helena Valley.**

Comprises land in the Helena Valley which in physical terms is somewhat disconnected from the Urban Region to the north by the Great Eastern Highway. Neighbourhood and local centres are located in the Helena Valley; although, residents are also likely to regularly utilise other centres further to the west and north-west including the Midland Strategic Metropolitan Centre (SMC). This area has observed significant residential development in past ten years and ongoing urban development is also planned within the *Foothills Growth Strategy* (2017).

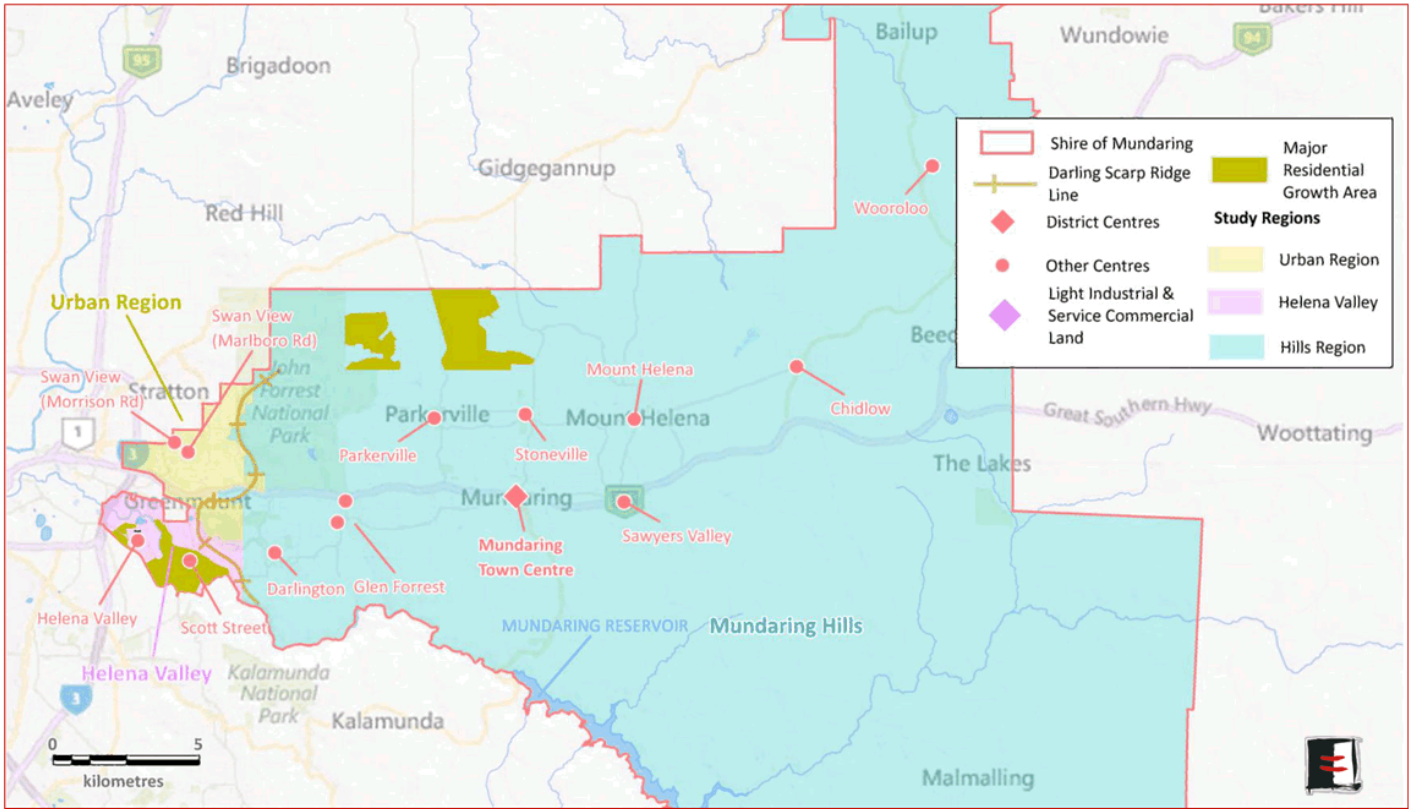
- **Hills Region.**

Comprises the balance of the land in the east of the Shire of Mundaring which is located on the Darling Range. Mundaring is the major town in the Hills Region and the Mundaring Town Centre is a key focus for retail and commercial activity for residents and businesses of the Hills Region.

The Hills Region also contains smaller settlements and rural areas including Chidlow, Wooroloo, Mount Helena, Sawyers Valley, Glen Forrest and Darlington. The future urban growth areas of North Parkerville and North Stoneville are also located in the Hills region.

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Figure 2.1: Mundaring Shire & Study Regions



Source: Essential Economics with MapInfo, Bing Maps & StreetPro

3 IMPORTANCE OF CENTRES TO MUNDARING SHIRE

Activity centres are the primary location for a range of activities that contribute to the economic vitality of the Shire. Retail is the industry most closely associated with activity centres, although a wide range of other economic activities, including commercial and public sector offices, professional services, community services and civic infrastructure are also accommodated in centres. Land use policies, both in metropolitan Perth and across Australia generally, promote activity centres as the focus for intensive economic activity and employment.

The retail sector in Mundaring Shire employed approximately 1,010 persons in 2011, or approximately 13% of total employment in the Shire. Retailing is the second largest sector of the local economy in employment terms, only marginally smaller than Education and Training (approximately 1,040 jobs in 2011). A breakdown of jobs by industry that are located in Mundaring Shire is shown in Table 3.1

In combination, uses which typically locate in activity centres accommodated 46% of jobs in the Shire in 2011. These account for 80% of total job growth that occurred in the Shire between 2006 and 2011.

Manufacturing, Construction, Transport & Logistics and Wholesale industries typically locate in industrial areas. In 2011, approximately 28% of jobs in Mundaring Shire were in these industries.

Industries which typically locate in commercial centres, comprising both activity centres and industrial areas, account for approximately 74% of jobs in Mundaring Shire. In this respect, activity centres and industrial areas are major drivers of economic activity and it is imperative that Council have a current plan for the future development and evolution of these locations.

Note, information from the ABS 2016 Census of Population and Housing was not available at the time of preparing this report.

Table 3.1: Jobs by Industry, Mundaring Shire, 2006-11

Industry	2006 (No.)	2011 (No.)	2011 (%)	Greater Perth (%)	Change, 2006-2011
<u>Typically Located in Activity Centres</u>					
Retail Trade	950	1,012	12.9%	11.1%	+62
Accommodation and Food Services	379	440	5.6%	6.0%	+61
Financial and Insurance Services	62	62	0.8%	3.2%	0
Rental, Hiring and Real Estate Services	131	131	1.7%	2.0%	0
Professional, Scientific and Technical Services	380	497	6.3%	9.1%	+117
Public Administration and Safety	557	768	9.8%	7.0%	+211
Health Care and Social Assistance	553	649	8.3%	11.7%	+96
Arts and Recreation Services	56	72	0.9%	1.6%	+16
Sub-total	3,068	3,631	46%	52%	+563
<u>Typically Located in Industrial Areas</u>					
Manufacturing	738	764	9.7%	8.8%	+26
Construction	594	688	8.8%	7.8%	+94
Wholesale Trade	374	361	4.6%	4.1%	-13
Transport, Postal and Warehousing	362	359	4.6%	4.3%	-3
Sub-total	2,068	2,172	28%	25%	+104
<u>Other Industries</u>					
Agriculture, Forestry and Fishing	101	85	1.1%	0.6%	-16
Mining	165	172	2.2%	3.3%	+7
Electricity, Gas, Water and Waste Services	26	40	0.5%	1.2%	+14
Information Media and Telecommunications	48	39	0.5%	1.3%	-9
Administrative and Support Services	167	148	1.9%	3.0%	-19
Education and Training	970	1,039	13.2%	8.9%	+69
Other Services	414	436	5.6%	4.0%	+22
Industry not classified	114	83	1.1%	1.1%	-31
Sub-total	2,005	2,042	26%	23%	+37
Total	7,141	7,845	100%	100%	+704

Source: ABS Census of Population and Housing 2011; REMPLAN

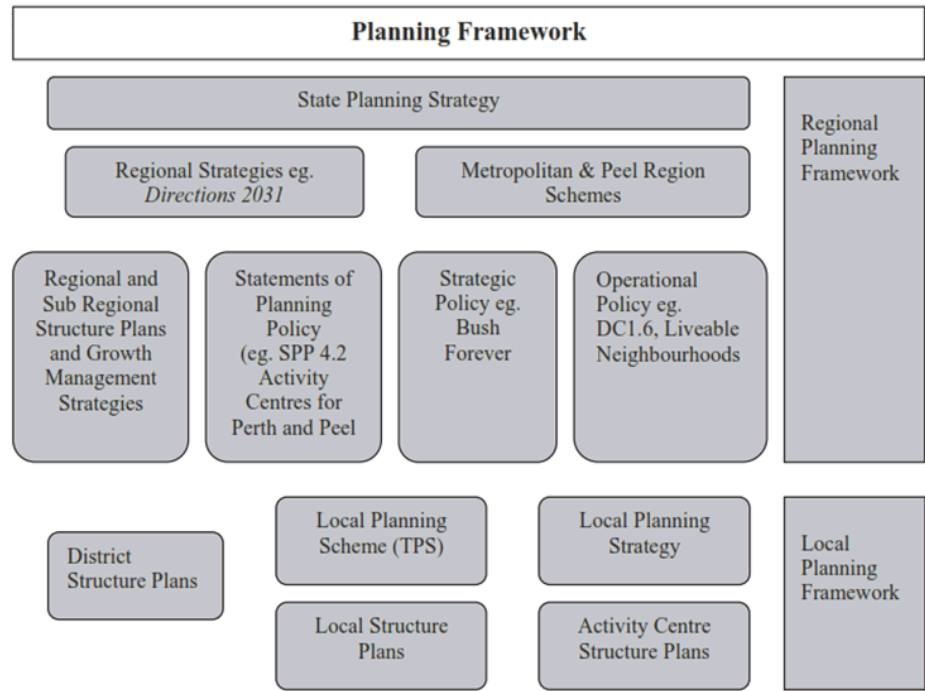
4 POLICY CONTEXT FOR ACTIVITY CENTRES

The Shire of Mundaring Commercial Strategy needs to reflect and respond to a range of existing policies related specifically to activity centres, and in some instances broader land use planning. This includes both State and Local policy frameworks. An overview of those most relevant to commercial centres in the Shire of Mundaring is provided in this Chapter.

4.1 State and Local Planning Framework for Activity Centres

Various State and Local Government planning strategies and policies guide the development of activity centres. The Planning Framework applied to activity centres in Perth is shown in Figure 4.1. An overview of the relevant policies and strategies is provided in the following sections.

Figure 4.1: Planning Framework for Activity Centres



Source: Western Australian Government, State Planning Policy 4.2 – Activity Centres for Perth and Peel.

4.2 State Policy

State Planning Strategy

The State Planning Strategy sets the broad planning policy direction for Western Australia to 2050. A set of visions, strategic goals and principles for the State are developed, and form the overarching strategic framework with which metropolitan regional planning policy is applied. The Strategy outlines the following vision statements for Western Australia:

“A diverse state; offering a diversity of ecosystems, landscapes, enterprises, people and cultures”

“A liveable state; the place of choice for the brightest and best”

“A connected state; as connected to the rest of the world as any other place”

“A collaborative state; enabling alignments that progress the State’s sustained growth and prosperity”

In relation to activity centres, the objective of *“creating spaces and places that foster culture, liveability, enterprise and identity”* is identified in the Strategy.

“Directions 2031”

“Directions 2031” outlines a broad spatial framework and vision to guide the planning and delivery of housing, infrastructure, and services for the metropolitan Perth and Peel region. The policy is based on the following vision for Perth:

“By 2031, Perth and Peel people will have created a world class liveable city: green, vibrant, more compact and accessible with a unique sense of place.”

Directions 2031 identifies an ‘Activity centres network’ which is described as:

“a network and hierarchy of centres that provide a more equitable distribution of jobs and amenity throughout the city”.

Draft North-East Sub-regional Planning Framework

The Draft North-East Sub-regional Planning Framework is one of four frameworks prepared for the sub-regions of Perth and Peel by the Western Australian Planning Commission (WAPC). These planning documents establish a long-term and integrated planning framework for land use and infrastructure provision.

‘Consolidated Urban Form’ is Section 3.2 of the sub-regional framework and outlines the role of activity centres in accommodating urban infill, under the following objective:

“To create sustainable communities that are attractive places to live and work. The consolidation of urban areas will provide for more efficient use of urban land and infrastructure with improved access to public transport, recreation, community and commercial facilities, while avoiding significant environmental attributes”

In relation to activity centres in the North-East region, Section 3.3 ‘Economy and Employment’ outlines the following objective:

“To promote employment opportunities and increase the number of people who live and work within the sub-region, with a focus on employment within the Midland strategic metropolitan centre and key strategic industrial centres, while maximising use of existing infrastructure”

While the Midland SMC is located beyond the Shire of Mundaring, it has a significant influence on the activity centre hierarchy and draws a significant amount of visitation and trade from residents and businesses in the Shire. A continued focus of metropolitan planning policy on investment in the Midland SMC ensures that its influence on the centres hierarchy in Mundaring Shire will remain.

Mundaring town centre is identified as an ‘emerging’ District Centre. The description as an emerging centre reflects that the centre is expected to continue expanding in response to local population growth and the need to provide additional employment opportunities.

State Planning Policy 4.2 (SPP 4.2)

State Planning Policy 4.2 (SPP 4.2) is the main planning framework guiding the redevelopment and renewal of existing centres in Perth and Peel. It specifies the broad planning requirement for the planning and development of new activity centres and the redevelopment and renewal of existing centres. The policy also reflects the WAPC’s intention to encourage and consolidate residential and commercial development in activity centres.

Those aspects of SPP 4.2 that relate significantly to centre development in the Shire of Mundaring are as follows:

- Activity centre development should be planned and developed according to a hierarchy of centre roles and characteristics (refer to Table 4.1).
- Activity centres are acknowledged as having an important role as a location for social and community interaction, and as places where retail, business and other services can co-locate in order to generate productivity gains.
- Retail, commercial, health, education, entertainment, cultural, recreational and community facilities and higher-density housing should be concentrated in centres in a compact urban form.

- Activity centres are priority locations for employment generating activities.
- Non-retail employment should be encouraged so as to provide opportunities for the clustering of compatible businesses which can lead to greater productivity and more efficient use of infrastructure and services.
- Local planning strategies, local planning schemes, district structure plans and activity centre structure plans should be informed by an analysis of the retail needs of the community.

Although SPP 4.2 identifies Mundaring as a District Centre, the Shire's peri-urban location and mix of urban and rural areas differs from the highly urbanised nature of much of the balance of Perth and Peel which is the focus of SPP 4.2. Therefore, the Local Commercial Strategy needs to take into account the unique urban and rural aspects of the Shire, while also acknowledging the key principles of SPP 4.2.

A summary of the activity centre hierarchy contained in the SPP 4.2 is summarised in Table 4.1 (over page). Mundaring Town Centre is identified as a District Centre.

No Neighbourhood and Local Centres are specifically identified in SPP 4.2, with centres at this level of the hierarchy determined by local policies.

Table 4.1: Activity Centre Hierarchy and Main Roles and Characteristics

Centre types	Main role/function	Retail types	Office uses	Service population area
Perth Capital City	Largest activity centre, with intensely concentrated development and wide range of higher-order services.	Department store/s, discount department stores, supermarkets, specialty shops.	Major offices, Commonwealth and State government agencies	Greater metropolitan region
Strategic Metropolitan centres	Multi-purpose centres with a diversity of uses, offering the full range of economic and community services.	Department store/s, discount department stores, supermarkets, specialty shops.	Major offices, State government agencies	150,000 – 300,000 persons
Secondary centres	Similar to strategic metropolitan centres but serving smaller catchments and with a more limited range of services.	Department store/s, discount department store/s, supermarkets, specialty shops.	Major offices, professional and service businesses	Up to 150,000 persons
District centres (Mundaring Town Centre)	Greater focus on daily and weekly needs and serve smaller catchments in which the local community role is strong.	Discount department stores, supermarkets, convenience goods, small scale comparison shopping, personal services, some specialty shops.	District level offices and local professional services	20,000 – 50,000 persons
Neighbourhood centres	Provide for daily and weekly household shopping needs, community services and a small range of other convenience services.	Supermarket/s, personal services, convenience shops.	Local professional services.	2,000 – 15,000 persons (about 1km radius)

Source: WAPC, State Planning Policy 4.2

4.3 Local Policy

Shire of Mundaring Local Commercial Strategy (1992)

The Local Commercial Strategy (LCS) was adopted by the Shire of Mundaring in June 1992, and has provided the basis for the planning and development of commercial centres within Mundaring for the subsequent period. Consequently, it is now time to update the Strategy to reflect changes that have occurred over the past 25 years.

A centres hierarchy is identified in the Strategy which was developed to accord with the *Metropolitan Centres Policy Statement* (released in December 1991) which applied at that time. Mundaring Town Centre is designated as the highest-order centre in the Shire – District Commercial Centre.

All other centres are designated as Neighbourhood, Local or Convenience centres. The industrial areas of Mundaring and Midvale are identified for protection against intrusion of retail activities that were not commercial or industrial based.

The hierarchy adopted in the 1992 Local Commercial Strategy is reviewed in Chapter 10 for its relevance in today's planning context.

Local Planning Strategy: Background Document & Local Planning Scheme No.4

The Local Planning Strategy (LPS) sets out the long-term planning directions for the Shire by applying state and regional planning policies, and providing rationale for the zones and other provisions contained in the Local Planning Scheme (No.4).

The Zones of particular relevance to the updated Mundaring LCS as outlined by the Local Planning Scheme (No.4) are as follows:

- Town Centre Zone provides for development of the Mundaring Town Centre as the principle focus for retail, commercial, administrative, entertainment and cultural uses within the Shire.
- Local Centre Zone supports retail, commercial and community uses to meet the immediate needs of individual neighbourhoods and towns, and appropriate uses catering to tourism activity.
- Service Commercial Zone provides for commercial activities such as showrooms and service industry that may not be appropriate in Town Centre or Local Centre Zones.
- Light Industry Zone accommodates light and service industries.

In addition, the LPS provides specific guidance regarding the planning of the Mundaring Town Centre (refer Section 4.5.3 of LPS), Local Centre (refer Section 4.5.4) and industry and service commercial areas (refer Section 4.5.5).

Recommendations in relation to the Mundaring Town Centre (refer Section 4.5.3) that are of particular relevance include the following:

- Support and promote development of a cohesive and integrated town centre
- Enhance the role of Mundaring town centre in providing for as many needs of residents as possible
- Prepare a new Precinct Plan for the Mundaring Town Centre that takes into consideration the magnitude of land use development that is commensurate to the effluent disposal capacity of the Mundaring Wastewater Treatment Plant (a Master Plan has now been prepared)
- Encourage and require a high quality of urban design in the town centre
- Improve public transport between Mundaring and Midland in terms of frequency and directness.

The LPS, which was adopted in 2013 describes the relevance of the Local Commercial Strategy (1992) as follows:

- Most local centres in the Shire have been developed up to, or beyond, the retail floorspace limits set in the Local Commercial Strategy (1992). The underdeveloped centres of Parkerville, Mahogany Creek, Chidlow and Wooroloo are exceptions.
- The Local Commercial Strategy (1992) should be reviewed as a matter of priority. The review should consider:
 - The extent in which local centre size controls are consistent with transport and employment objectives in the Local Planning Strategy
 - Whether the three tier hierarchy requires change
 - The appropriateness of each Local Centre zone relevant to the forecast population growth for those areas.

Some specific recommendations in relation to potential rezonings are also provided in the LPS review, including consideration of additional commercial and light industrial areas in Helena Valley. Where relevant, these recommendations are also being reviewed in the context of the current update to the Local Commercial Strategy.

Mundaring Town Initiative Master Plan (2016)

The *Town Centre Initiative Master Plan* outlines a suite of initiatives and actions to improve amenity and promote investment in the Centre.

Actions outlined by the Master Plan include investment in streetscapes and public spaces, and developing a new civic and cultural precinct which emphasises Nichol Street as the Town Centre spine. A key objective is to make it both easier and safer to cross the Great Eastern Highway within the town centre.

If the Town Centre is to develop in an optimal manner, issues which will need resolution include:

- Enhancing the capacity of the waste/storm water system
- Reducing or managing adverse amenity impacts of the Great Eastern Highway, and
- Resolving land availability constraints due to an inconsistent urban structure.

The Mundaring Town Initiation Masterplan is provided in Figure 4.2 and identifies the key recommendations for the centre.

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Figure 4.2: Mundaring Town Initiative Masterplan



Source: Shire of Mundaring

Foothills Growth Strategy (2017)

The *Mundaring Foothills Growth Strategy (2017)* provides a strategic framework to guide the development of Helena Valley and parts of Bellevue, including guiding the future preparation of structure plans and Metropolitan Region Scheme amendments.

Land-use planning and infrastructure issues relevant to the study area which are considered in the Study include:

- Additional land suitable for urban development/residential sub division
- Provision of community facilities
- Adequacy of existing movements networks
- Adequacy of existing commercial centres in meeting the needs of residents
- The optimal use of land constrained by aircraft noise restrictions.

Directions from the HVLUS relevant to the Commercial Centres Strategy include the following:

- Torquata Boulevard Local Centre appears appropriately developed for its location and is not expected to warrant further expansion, although this would need to be considered by a review of the LCS in context of nearby residential development.
- Scott Street Local Centre appears to be under-developed and capable of supporting further expansion commensurate to an increase in local population demand. Expansion opportunities are available on-site or on the opposite side of Scott Street.
- Light/service industrial uses are identified as most appropriate for land identified within the ANEF 25 aircraft noise contour. Proposals to redevelop this land for industrial and commercial should be supported by detailed justification and technical assessments. Retail/bulky goods, Business Park and heavy industrial land use typologies are considered to be less suitable at this location.

Precinct Plans

Precinct Plans which direct land use and development at a local area level have been undertaken by Council for the following locations:

- Chidlow Precinct Plan
- Darlington Village Precinct Plan
- Glen Forrest Precinct Plan
- Mount Helena Precinct Plan
- Parkerville Precinct Plan
- Precinct Plans for Mundaring District Shopping and District Business Zones. It is noted that a Structure Plan is currently being prepared for the Mundaring Town Centre.
- Precinct Plan (yet to be undertaken) for Precinct 9 within the Foothills Growth Strategy.

5 RELEVANT INFLUENCES ON ACTIVITY CENTRES AND COMMERCIAL AREAS

A number of key global, national and regional trends need to be considered in assessing the future prospects for activity centre and commercial development in Mundaring Shire, including the following:

- Demographic changes are impacting the behaviour of shoppers, including the following:
 - An ageing population, including the increasing share of 'baby boomers', are approaching retirement age and have shopping preferences very different to younger age cohorts, such as a preference for one-on-one interaction with retailers.
 - Generation Xers (born between 1965 and 1980) and younger generations typically have a stronger preference for on-line and mobile shopping.
 - Increased labour force participation by women, with the result that many more families are 'time-poor' and have a greater demand for convenience shopping, extended shopping hours, and accessible centres where shopping can be undertaken in conjunction with other activities.
 - Smaller household units, and a higher proportion of households with double income and no kids – the so-called 'DINKS'
 - Historically-high levels of household debt, coupled with high rates of home ownership have an increased sensitivity to interest rate movements.
- Continued growth in the use of the internet and technology in the retail sector is influencing the type of products offered by traditional retailers and their business models. The share of retail expenditure directed to the 'internet', including the use of mobile phone apps to purchase and order retail goods and services (e.g. UberEATS, Foodora, Skip, etc), is expected to increase in the future.
- New forms of retailing and market entrants have become evident in Australia over the past decade, and these activities are of relevance in planning for activity centres in the Shire. ALDI is a current examples of a new market entrant having an impact on the Western Australian retail landscape. It is also likely Costco will seek to establish a Western Australian presence in the near future.
- Visiting activity centres has increasing become a social and cultural experience as well as a shopping experience. For many people, the retail sector is closely related to the desire for entertainment and social interaction. This has given rise to the concept of 'recreational shopping', which places retailing as part of a wider social and cultural experience.
- The popularity of traditional street-based retailing has benefited from the increased need for activity centres to meet social and cultural expectations. 'Main-streets' provide opportunities for retail and other commercial activities to integrate with public infrastructure such as parks, libraries, galleries, and administrative functions (e.g. Council and other Government offices).

- Activity centres are increasingly becoming the location for a wider range of activities in addition to the traditional core retail and commercial functions. Examples include:
 - Commercial services, such as travel, insurance and real estate agents
 - Professional services, such as legal and accounting practices
 - Health care, such as doctors, dentists, podiatrists and physiotherapists
 - Community services, including Centrelink, employment agencies and social support services
 - Hospitality, in the form of bars, cafes and restaurants
 - Entertainment facilities, cinemas, gaming, etc
 - Education, in particular adult and higher education.
- Small convenience-oriented centres have generally been in decline over at least the past two decades. These centres have traditionally provided a limited range of day-to-day convenience retailing to a local catchment. Increased competition for these centres has emerged from larger centres better serving a convenience role (e.g. self-service checkouts at supermarkets), as well as modern convenience stores attached to petrol stations.

In Shire of Mundaring, a decline in the local population in recent years has made it difficult to maintain a high level of vibrancy in some of the local centres situated in rural areas.
- The work location for local residents is increasingly an important factor in where retail and other spending is directed. For those residents in the workforce, it is often convenient to undertake daily grocery shopping as part of the morning or evening commute to work, at locations that are most accessible relative to the commute and the nature of the goods/services needed. The vast majority of Shire residents (approximately 70%) are employed at locations outside of the Shire.

6 MAJOR DEVELOPMENTS AND PROPOSALS

An overview of major developments and proposals that are of relevance to the Local Commercial Strategy are described below.

6.1 Major Retail and Commercial Proposals

No major retail or commercial development proposals are currently approved that will influence or change the role of existing activity centres or commercial areas.

Planning approval has been granted for a service station and fast food outlet in Sawyers Valley, which will contribute to the existing role performed by the centre.

A McDonald's family restaurant has recently been approved in the Mundaring Town Centre. It is also understood that a proposal is likely to be forthcoming to expand the Woolworths supermarket in Mundaring Town Centre. Both developments would consolidate the District Centre role of the Mundaring Town Centre.

Although not in Shire of Mundaring, it is understood proposals exist in the neighbouring City of Swan for a neighbourhood centre development in the suburb of Midvale. The draft City of Swan Local Commercial Strategy (recently on public exhibition) identifies that potential may exist for an additional neighbourhood centre in the Midvale area, which is located to the west of the Darling Ridge Neighbourhood Centre in the Shire of Mundaring.

6.2 Planned Residential Growth Areas

A number of planned residential growth areas are located in the Shire. The Local Commercial Strategy will need to consider the needs of these future residents, including the potential for any new centres.

A brief overview of the residential growth areas is provided below, the location of these areas are also shown in Figure 1.1 (refer p5):

- **North Parkerville:** A Structure Plan has been endorsed by WAPC for a 255ha town-site located 6.5km north-west of Mundaring Town Centre known as Temarup Estate. It is envisaged that this estate will accommodate around 700 dwellings when developed (or 1,900 persons – assuming 2.7 persons per dwelling).
- **North Stoneville:** A 533ha site located around 5km north of Mundaring Town Centre has been rezoned for residential development. A future structure plan process will be undertaken to inform subdivision and development of the land. It estimated the site may accommodate a yield of between 1,200 and 1,700 lots (or 3,200 to 4,600 persons). The land owners are investigating the commercial viability of a small local centre being located at the site, at either the western entry road (i.e. Roland Road) with exposure to passing traffic, or in the centre of the site potentially coupled with open space or a school.

- Helena Valley: Urban expansion has been earmarked for Helena Valley. The Helena Valley Land Use Study undertaken in 2013 by RPS for the Shire estimated that the area could provide an additional 1,384 dwelling units (or 3,200 persons).

6.3 Employment Land Proposals

No current major proposals exist for the development of industrial and/or service commercial land.

The potential for light industrial land in Helena Valley on land which is affected by constraints associated with airport noise has been identified in the HVLUS and the Local Planning Strategy (refer Section 4.3).

In addition, the Local Planning Strategy also identifies potential for land in Sawyers Valley to be used for light industrial purposes.

7 POPULATION TRENDS AND FORECASTS

This Chapter provides a review and analysis of population trends and forecast for the Shire of Mundaring. The population forecasts presented in this Chapter form the basis for identifying future development opportunities in Shire of Mundaring activity centres (refer Part B of this report).

7.1 Historic Population Trends

In 2016, the resident population of the Shire was approximately 39,990 persons, an increase from approximately 36,330 persons in 2006 at an average rate of 1.0% per annum. This compares with an average growth rate of 2.6% per annum for metropolitan Perth as a whole over the same period.

The Hills Region accounts for 64% of the population in 2016 (or 25,720 residents) living in the Shire in 2016. At the same time, the population in the Urban Region was 9,210 residents (or 23% of the Shire's population), while the population in Helena Valley was 5,060 residents (or 13%).

The population trends in the Shire and the three study regions are summarised in Table 7.1 and are based on official population estimates of the Australian Bureau of Statistics (ABS).

Table 7.1: Historical Population Trends – Mundaring Shire by Analysis Area (2006 -2016)

Analysis Region	2006	2008	2010	2012	2014	2016	AAG 2006-'16 (No.)	AAG 2006-'16 (%)
Urban Region	8,740	8,660	8,810	9,030	9,230	9,210	50	0.5%
Helena Valley	4,110	4,190	4,440	4,640	4,900	5,060	100	2.1%
Hills Region	<u>23,480</u>	<u>24,060</u>	<u>24,630</u>	<u>25,400</u>	<u>25,760</u>	<u>25,720</u>	<u>220</u>	<u>0.9%</u>
Shire of Mundaring	36,330	36,910	37,880	39,070	39,890	39,990	370	1.0%
<i>Metro Perth</i>	<i>1.53m</i>	<i>1.63m</i>	<i>1.72m</i>	<i>1.84m</i>	<i>1.92m</i>	<i>1.98m</i>	<i>0.04m</i>	<i>2.6%</i>

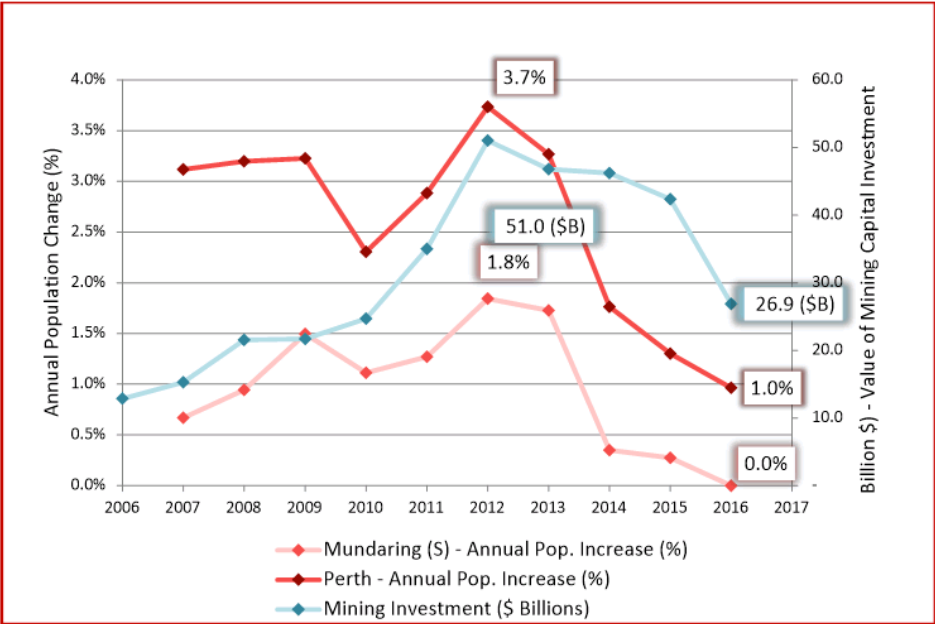
Source: Australian Bureau of Statistics

Over the period 2006 to 2016 total population growth in the Shire of Mundaring was approximately +3,660 residents, with 61% of this growth (or +2,240 residents) in the Hills Region. Helena Valley and the Urban Region each observed a population increase of + 950 residents (26% of the Shire's growth) and +470 (13%) respectively over this period.

The average annual rate of population growth in the Shire and metropolitan Perth is compared with mining investment levels in Western Australia in Figure 7.1.

It is evident that a significant reduction in the Shire's and metropolitan Perth's population growth rate occurred post-2012/2013 and this broadly aligns with a significant reduction in mining-related investment.

Figure 7.1: Average Annual Population Change and Value of Mining Capital Expenditure, 2006-16



Source: Essential Economics; ABS Regional Population Growth, Cat 3218.0; ABS Capital Expenditure by Industry, Cat 5625.0

7.2 Review of Population Forecasts

For the purposes of this study, a review of the State Government’s official population projections (*WA Tomorrow*, 2015) and projections prepared for Mundaring Shire in 2009 by Id Consulting has been undertaken. A comparison of the two population projections for the Shire of Mundaring and the most recent estimates of population prepared by the ABS is provided in Table 7.2.

As shown in Table 7.2, *WA Tomorrow* and Id Consulting forecast population increase in the Shire of +720 persons a year and +450 persons a year respectively between 2011 and 2016. In comparison, the ABS estimates the Shire added an average of +330 persons per annum for the period.

A reason for this variation may be that *WA Tomorrow* and Id Consulting did not take into consideration the impact of the mining construction downturn on population growth across metropolitan Perth, and the Shire of Mundaring (refer Figure 7.1).

Table 7.2: Comparison of Population Projections for Shire of Mundaring

	2011	2016	Av. Annual Change (No.)	Av. Annual Change (%)
ABS Estimated Residential Population (ERP)	38,360	39,990	330	0.84%
Id Consulting (2009)	38,460	40,730	450	1.15%
WA Tomorrow (2015)	38,360	41,950	720	1.81%

Source: Australian Bureau of Statistics, Estimated Residential Population (ERP)

Note: WA Tomorrow projections are taken from 'Band C' – the median projection

Note: Figures rounded to the nearest ten

An alternative set of population projections for the Shire have been prepared for the purpose of preparing the Local Commercial Strategy.

These forecasts for the entire Shire are shown in Table 7.3 and are compared with those of *WA Tomorrow* and *Id Consulting* for the period 2016 to 2026. In broad terms, the population growth forecasts prepared for the purpose of the Local Commercial Strategy are below those of *WA Tomorrow* and above those prepared by *Id Consulting*.

Table 7.3: Essential Economics Population Projections Compared to WA Tomorrow and Id Consulting, Shire of Mundaring, 2016

		2016	2018	2020	2022	2024	2026	AAG (No.)	AAG (%)
WA Tomorrow	Population (No.)	41,950	43,850	45,840	47,980	50,270	52,680	1,070	2.3%
	AAGR (%)		+2.2%	+2.2%	+2.3%	+2.4%	+2.4%		
	AAGR (No.)		+950	+1,000	+1,070	+1,150	+1,210		
Id Consulting	Population (No.)	40,730	42,140	43,540	44,930	46,370	47,750	700	1.6%
	AAGR (%)		+1.7%	+1.6%	+1.6%	+1.6%	+1.5%		
	AAGR (No.)		+710	+700	+700	+720	+690		
Essential Economics	Population (No.)	39,990	40,490	41,810	43,570	45,750	47,850	790	1.8%
	AAGR (%)		+0.6%	+1.6%	+2.1%	+2.5%	+2.3%		
	AAGR (No.)		+250	+660	+880	+1,090	+1,050		

Source: WA Tomorrow, Id Consulting & Essential Economics

Note: Figures rounded to the nearest ten; AAGR – Average Annual Growth Rate

7.3 Essential Economics Population Projections by Study Region

Population projections for the Shire of Mundaring by Study Region prepared for the purpose of this Strategy are shown in Table 7.4. Based on these projections, the Shire's resident population is forecast to increase from an estimated 40,200 persons in 2017 to 54,200 persons by 2037, representing an overall increase of approximately +14,000 persons over this 20-year period.

Population projections for each Study Region are summarised as follows:

- Hills Region:** The resident population is projected to increase from 25,850 persons in 2017 to 35,200 persons in 2037, representing a total increase of +9,350 persons at an annual average increase of 1.6% or +470 persons per annum. This forecast population growth will predominately be generated by:
 - Development of North Parkerville and North Stoneville town sites,
 - Development of number of other future residential subdivisions (of varying densities) across the region, and
 - Urban consolidation of existing residential stock.
- Helena Valley:** The resident population is projected to increase from 5,120 persons in 2017 to 7,920 persons in 2037, representing an increase of +2,800 persons at an annual average increase of 2.2% or +140 persons per annum.
- Urban Region:** The resident population is projected to increase from 9,210 persons in 2017 to 11,010 persons in 2037, representing an increase of +1,800 persons at an annual average increase of 0.9% or +90 persons per annum.

Predominately, the forecast population growth will be generated by greenfield development.

Forecast population growth in the Urban Region is expected to be generated by urban infill development. Note, that a number of existing residential areas have policy support for up to 40 dwellings per hectare.

Table 7.4: Essential Economics Population Projections by Study Region, 2017 to 2037, Shire of Mundaring

Region	2011	2017	2022	2027	2032	2037	2017-2037
Population (No.)							
Urban Region	8,890	9,210	9,510	10,010	10,510	11,010	1,800
Helena Valley	4,520	5,120	5,690	6,420	7,170	7,920	2,800
Hills Region	24,950	25,850	28,370	32,200	33,820	35,200	9,350
Shire of Mundaring (Total)	38,360	40,180	43,570	48,630	51,500	54,130	13,950
Average Annual Growth (No.)							
Urban Region	-	50	60	100	100	100	90
Helena Valley	-	100	110	150	150	150	140
Hills Region	-	150	500	770	320	280	470
Shire of Mundaring (Total)	-	300	680	1,010	570	530	700
Average Annual Growth (%)							
Urban Region	-	0.6%	0.6%	1.0%	1.0%	0.9%	0.9%
Helena Valley	-	2.1%	2.1%	2.4%	2.2%	2.0%	2.2%
Hills Region	-	0.6%	1.9%	2.6%	1.0%	0.8%	1.6%
Shire of Mundaring (Total)	-	0.8%	1.6%	2.2%	1.2%	1.0%	1.5%

Source: Essential Economics, Australian Bureau of Statistics ERPs, WA Tomorrow, Id Consulting, available information on future residential development at local level in Mundaring (S).

Note: Figures rounded to the nearest ten

8 ECONOMIC CONTEXT

This Chapter provides a broad overview of the economic context that is informing the development of commercial/industrial land in Shire of Mundaring and local demand for retail and other goods/services.

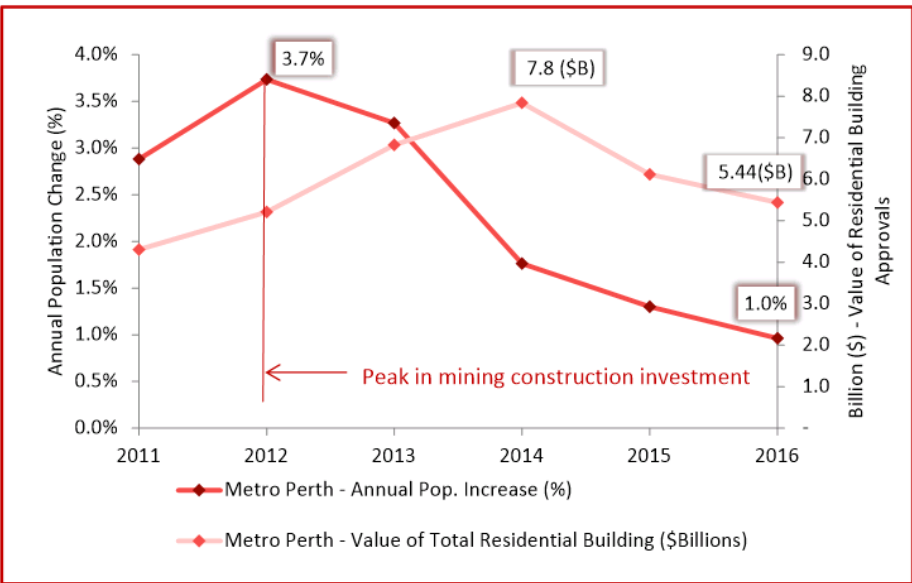
8.1 Macro-Economic Context

In recent years, the macro-economic context of the Shire and metropolitan Perth has been predominately influenced by the fall of mining related investment and associated demand for employment.

Western Australia is now in the aftermath of a mining investment boom which peaked around 2012/2013. Since that time, mining investment and related employment has been in trend decline. The impacts of this include lower levels of employment and correspondingly lower demand for goods, services and residential housing.

The economic impact of the mining investment boom’s end on metropolitan Perth is shown by Figure 8.1, which display recent population growth and dwelling approval trends respectively.

Figure 8.1: Metropolitan Perth Population Growth Rate and Value of Residential Building Approvals, 2011 - 2016

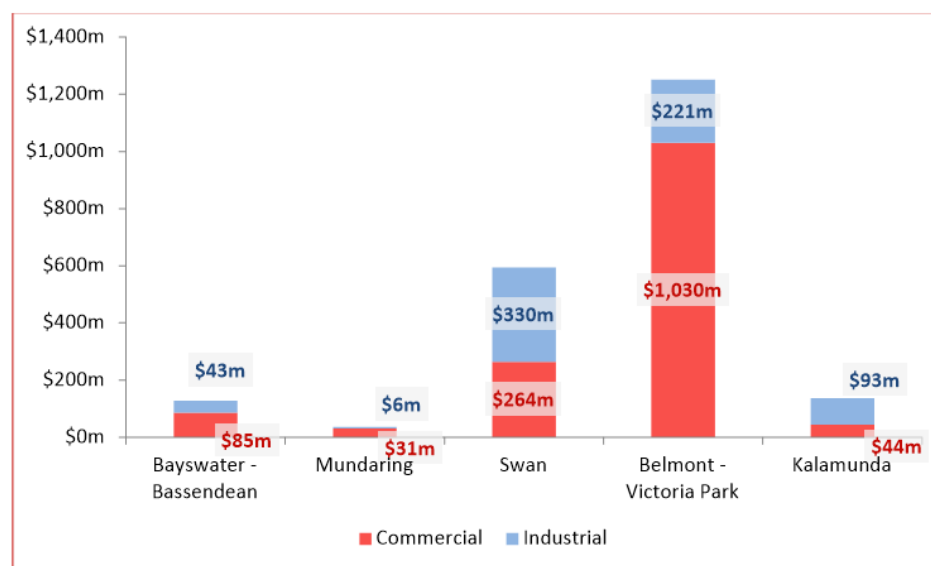


8.2 Commercial and Industrial Investment

The Shire of Mundaring is not a major location for investment in commercial or industrial development, as illustrated in data relating to the value of commercial/industrial building approvals shown in Figure 8.2.

Between July 2011 and February 2017, the Mundaring SA3 (which closely aligns with Mundaring Shire) attracted total investment in commercial and industrial building to the value of \$37m. This compares to \$594m in nearby area Swan SA3, \$1,251m in Belmont – Victoria Park and \$137m in Kalamunda.

Figure 8.2: Value of Commercial and Industrial Building Approvals, July 2011 – February 2017 by Statistical Area 3



Source: ABS, Building Approvals, ABStat

8.3 Socio Economic and Demographic Analysis

The socio-economic characteristics of residents in the Shire of Mundaring are summarised in Table 8.3, and are based on 2011 ABS Census of Population and Housing. ABS Census data for 2016 will become available later in 2017.

Overall, the Shire of Mundaring generally consists of slightly larger households, older residents, and a low degree of ethnicity, compared to metropolitan Perth.

Labour force participation is slightly lower than metropolitan Perth (65.5% compared to 68.5%), while household income levels for the Shire are slightly higher than the metropolitan median (\$79,870 compared to \$76,080). A slightly older population (median age of 40 years compared to 36 years for metropolitan Perth) contributes to the lower labour force

participation rate, while affluent areas in Helena Valley and the Hills region contribute to household incomes that are slightly above the benchmark for metropolitan Perth.

A relatively high share of the Shire's workers are employed as technicians and trades workers, with a low share employed as managers and professionals.

Almost all of the Shire's dwelling stock are detached dwellings, with a high level of home ownership (owned or purchasing), and lower associated costs (ie mortgage/rent payments) compared to metropolitan Perth.

The Urban Region's median household income of \$66,160 is significantly lower than the median household income of the Helena Valley (\$87,730), and the Hills Region (\$85,450).

Not reflected in the data displayed in Table 8.1 is a substantial variation between socio-economic indicators for individual towns/areas in the Hills Region.

For instance, in the Region's west, the relatively affluent town of Darlington/Glen Forrest has a median household income of \$93,980 and 43.6% of person employed as managers/professionals (Darlington – Glen Forrest SA2). In contrast, the Chidlow/Wooroloo area in the east of the Hills Region has a significantly lower median household income (\$72,470) and an occupation profile centred upon clerical/sales and blue-collar occupations.

Table 8.1: Socio-Economic Profile – Shire of Mundaring, 2011

Category	Urban Region	Helena Valley	Hills Region	Mundaring Shire	Greater Perth
Income					
Median household income (annual)	\$66,160	\$87,730	\$85,450	\$79,870	\$76,080
Variation from Greater Perth median	-13.0%	15.3%	12.3%	5.0%	-
% of Households earning \$2,500pw or more	18.1%	30.6%	29.7%	26.8%	26.3%
Age Structure					
0-4 years	5.5%	5.7%	5.1%	5.3%	6.6%
5-19 years	18.8%	23.3%	21.8%	21.3%	19.4%
20-34 years	17.6%	14.7%	14.5%	15.3%	22.1%
35-64 years	41.6%	45.0%	45.9%	44.8%	39.3%
65-84 years	14.4%	10.3%	11.5%	12.0%	10.9%
85 years and over	2.0%	0.9%	1.1%	1.3%	1.6%
Median Age (years)	41	39	40	40	36
Country of Birth					
Australia	74.1%	77.2%	68.8%	71.0%	63.3%
% speak English only at home	91.0%	94.4%	96.0%	94.6%	82.4%
Dwelling Structure					
Separate house	93.0%	96.4%	97.9%	96.5%	78.6%
Semi-detached	6.9%	0.8%	1.2%	2.6%	11.9%
Flat, unit or apartment	0.1%	2.8%	0.6%	0.8%	9.1%
Average household size	2.5	2.8	2.7	2.7	2.5
Tenure Type					
Owned outright	39.5%	34.3%	38.7%	38.4%	30.0%
Owned with a mortgage	41.0%	50.3%	49.8%	47.6%	40.7%
Rented	19.4%	14.8%	11.0%	13.6%	28.2%
Housing Costs					
Median monthly mortgage repayment	\$1,720	\$1,890	\$1,950	\$1,890	\$2,000
Variation from Greater Perth median	-14.0%	-5.5%	-2.5%	-5.5%	-
Median weekly rents	\$280	\$290	\$330	\$300	\$320
Variation from Greater Perth median	-12.5%	-9.4%	3.1%	-6.3%	-
Employment Status					
Labour force participation rate	65.2%	72.7%	64.3%	65.5%	68.5%
Occupation					
Managers & professionals	23.3%	29.7%	34.3%	31.2%	33.6%
Clerical & sales workers	38.0%	37.8%	33.6%	35.2%	34.5%
Technicians & trades workers	19.6%	18.4%	17.1%	17.8%	16.3%
Machinery operators & drivers	9.6%	6.8%	6.6%	7.3%	6.7%
Labourers & related workers	9.4%	7.3%	8.4%	8.5%	8.9%

Source: 2011 Census of Population and Housing

8.4 Importance of Activity Centre and Commercial Areas to the Local Economy

The gross revenue generated by industry sector in Mundaring Shire for 2016 is shown in Table 8.2.

Table 8.2: Gross Revenue Generated by Industry Sector in Mundaring (\$), 2016

Industry Sector	Output (\$M)	%
Industries Typically Located in Activity Centres		
Retail Trade	145.808	5%
Accommodation and Food Services	63.581	2%
Financial and Insurance Services	34.185	1%
Rental, Hiring and Real Estate Services	423.721	15%
Professional, Scientific and Technical Services	166.069	6%
Public Administration and Safety	169.82	6%
Health Care and Social Assistance	86.736	3%
Arts and Recreation Services	11.136	0%
Sub-total	1,101	40%
Industries Typically Located in Industrial Areas		
Manufacturing	606.537	22%
Construction	392.262	14%
Wholesale Trade	157.806	6%
Transport, Postal and Warehousing	113.892	4%
Sub-total	1,270	46%
Other Industries		
Agriculture, Forestry and Fishing	34.791	1%
Mining	79.706	3%
Electricity, Gas, Water and Waste Services	17.694	1%
Information Media and Telecommunications	23.929	1%
Administrative and Support Services	37.955	1%
Education and Training	141.1	5%
Other Services	78.044	3%
Sub-total	413	15%
Total	2,785	100%

Source: Remplan, 2016

As indicated Table 8.4 and Table 3.1 (refer Chapter 3), industries which typically located in activity centres and commercial/industrial areas are responsible for a high share of employment (77%) and gross revenue (86%). Consequently, it is crucial to the economic vitality of the Shire that sufficient land be provided to accommodate any expanding businesses or any potential new business that may seek an activity centre or industrial area location.

8.5 Place of Work

Based on the 2011 Census, the 70% of the Shire's residents work outside of the Shire. The top ten locations (or SA2s) for Mundaring Shire residents to work are shown in Table 8.3, while Figure 8.3 shows the location of work for residents in the broader region.

While Mundaring is a key location for employment, the majority of residents travel towards Midland and the city for work, locations that have a broader range of retail and businesses services than that currently provided in the Shire of Mundaring.

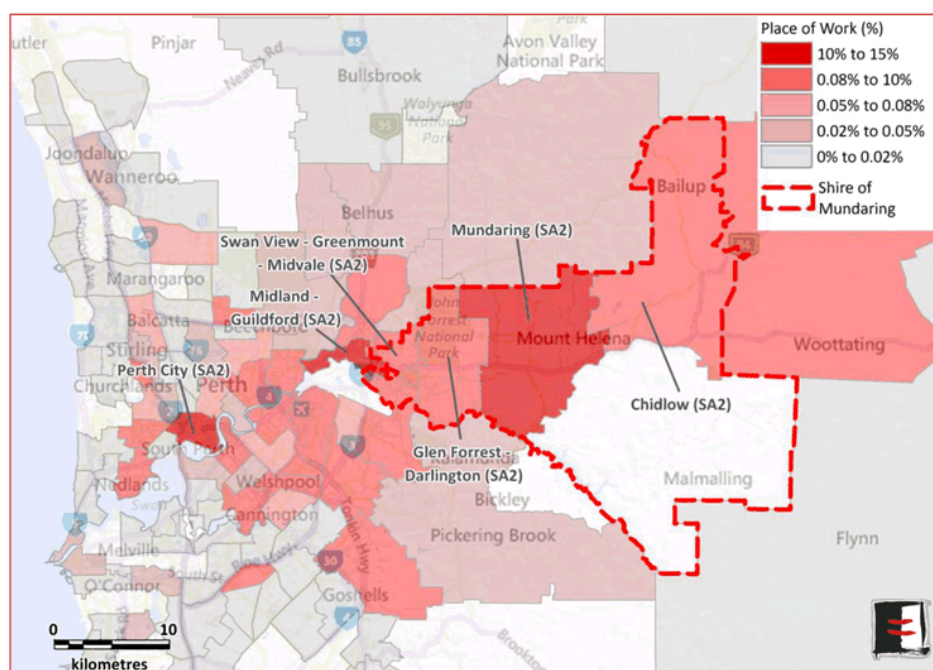
Table 8.3: Top Ten SA2s for Mundaring (S) Residents Place of Work, 2011

Rank #	SA2	Mundaring (S) Residents Employed (No.)
1	Mundaring	2,040
2	Midland - Guildford	1,840
3	Perth City	1,730
4	Swan View - Greenmount - Midvale	1,020
5	Glen Forrest - Darlington	710
6	Chidlow	460
7	Welshpool	430
8	Middle Swan - Herne Hill	410
9	Belmont - Ascot - Redcliffe	380
10	Hazelmere - South Guildford	360

Source: Australian Bureau of Statistics, 2011 Census of Population & Housing

Note: Highlighted areas are in the Shire of Mundaring; Figures rounded to the nearest ten

Figure 8.3: Place of Work – Shire of Mundaring Residents, 2011



Source: Australian Bureau of Statistics, 2011 Census of Population & Housing; Essential Economics with MapInfo and BingMaps

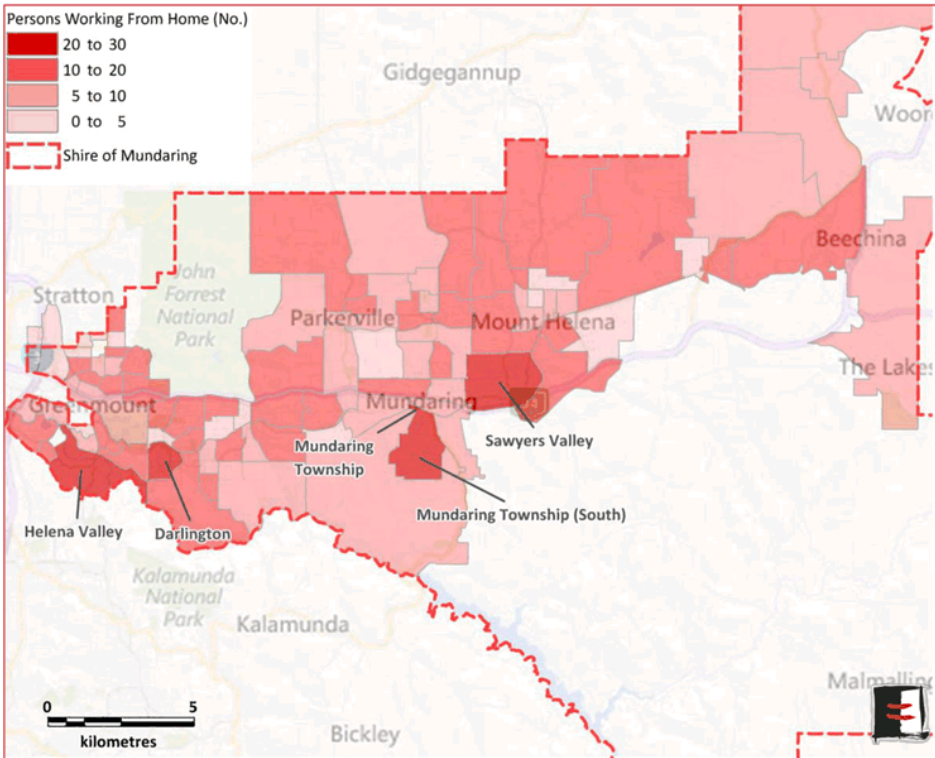
Improving employment self-sufficiency is a key principle driving State (*Directions 2031*) and Local Government (Local Planning Strategy) policy.

8.6 Home-based Businesses

Limited data exists which can highlight the extent of home-based businesses at a local government area level. However, ABS Census data relating to the share of people who work from home can be used as a relative proxy to compare the likelihood of different areas containing home-based businesses.

The distribution of ‘persons working from home’ in Mundaring Shire in 2011 is shown in Figure 8.4. The Helena Valley and Sawyers Valley regions, as well as the area directly south of Mundaring Township, have a higher proportion of persons working from home compared to the balance of the Shire. It is reasonable to expect that these areas also have a higher share of home-based businesses.

Figure 8.4: Working from Home – Mundaring (S) Residents, 2011



Source: Australian Bureau of Statistics, 2011 Census of Population & Housing; Essential Economics with MapInfo and BingMaps

8.7 Tourism

The Shire of Mundaring is not a significant tourism destination relative to other areas of metropolitan Perth and WA. However, the Shire (primarily the Hills Region) does have a number of tourism assets that have potential to contribute to an increase in the Shire's tourism profile. These include:

- Close proximity and high accessibility from central and suburban Perth for an easy day-trip
- High environmental and landscape values in terms of its bush setting and areas on the Darling Range (including the John Forrest National Park)
- Various walking, hiking and cycling trails including the Bibbulmun Track (hiking), Munda Biddi Trail (cycling trail), Kep Track (cycling trail), Railway Reserves Heritage Trail (cycling and hiking) and C Y O'Connor Trail (hiking trail).
- Mundaring Weir and Lake Leschenaultia areas which offer attractive landscapes and have potential for increased commercialisation in terms of visitation/tourism (as supported by the Shire's *Local Planning Strategy*)
- Idyllic charm and bush setting of settlements in the Hills Region including Parkerville, Stoneville, Chidlow and Wooroloo.

In general, the natural environment is the primary reason for most visits to the Shire – as stated in the Shire's *Local Planning Strategy* (4.5.7). Remplan calculated that in 2015, Tourism supported 234 jobs in the Shire (or 3% of the Shire's total jobs).

In the context of commercial centres, tourist visitation and spending can be very important for viability of smaller retail/commercial centres, particularly those with small local population catchments. Increases in tourist visitation and spending not only generate income (and jobs) for the Shire, but also manifests in a greater retail/service provision and amenity for local communities, including increased liveability.

9 PART A: IMPLICATIONS FOR STRATEGY

Part A of this report provides the background context for the following sections which provide the analysis and research relating to activity centres (Part B) and employment areas (Part C).

The key implications arising from the review in Part A are the following:

- 1 Shire of Mundaring has three distinct areas for analysis, including the Urban Region, Helena Valley and the Hills Region. Consequently, the Strategy needs to recognise the different role of centres and the differing needs of local communities within these areas.
- 2 The Strategy needs to recognise that the context with which the Shire is situated is somewhat different to the highly urbanised areas upon which state planning policy for activity centres is primarily based (SPP 4.2).
- 3 The Midland SMC has a significant influence on the hierarchy and shopping patterns of residents in the Shire of Mundaring. The Midland SMC provides a far greater retail and commercial offering than what is likely to ever occur in the Shire of Mundaring and is relatively easily accessible to most Shire residents. In addition, many residents of the Shire also work in Midland. Consequently, it is expected that a large proportion of retail expenditure will escape to Midland and other centres beyond the Mundaring Shire boundary.
- 4 The Strategy needs to reflect the Local Planning Scheme and associated planning and policy for local areas. Planning for future residential growth areas, Helena Valley and Mundaring Town Centre is also currently underway and the Strategy needs to be cognisant of the key issues/opportunities identified by these projects, which include:
 - Constraints to future development in the Mundaring Town Centre associated with sewer/storm water capacity
 - Opportunities associated with land in Helena Valley subject to airport noise constraints and that may be appropriate for light industrial activities.
- 5 Population projections show that the Shire's population is forecast to increase to approximately +54,130 residents by 2037.
- 6 The importance of activity centres and industrial areas to the Shire's economy in terms of jobs and gross revenue needs to be highlighted in the Strategy.
- 7 While tourism is not a major industry in the Shire, it is an industry that can add to the viability of activity centres, in particular centres in areas where tourism potential exists.
- 8 The nature, type of uses and the design of activity centres is changing as a result of changing consumer preferences, increased use of the internet and technology, new market entrants, changing demographics etc. Therefore, the Strategy needs to maintain a level of flexibility for the future development and design of activity centre so that it remains relevant in an ever-changing retail and activity centre context.

PART B: RETAIL AND ACTIVITY CENTRE ASSESSMENT

10 ACTIVITY CENTRE HIERARCHY

In describing the activity centre hierarchy currently in operation in the Shire of Mundaring, consideration is given to:

- The existing hierarchy as described in the LCS (1992)
- The hierarchy identified in SPP 4.2
- The varying settlement patterns throughout the Shire, and
- The current role and function of centres in the Shire.

The Local Commercial Strategy update ensures the activity centre hierarchy operating in the Shire of Mundaring is consistent with State Government planning policy, in a manner which also reflects the very real differences in the role of centres that serve predominantly rural areas.

An example is the number of small local centres in rural settlements, including Chidlow, Wooroloo and Mount Helena. Relative to an urban Perth context, these Local Centres are critically important to the social and community fabric of these smaller settlements. In addition to providing convenience retailing and basic services, these centres are a focus for social interaction and maintaining a strong sense of community identity.

Another important consideration is the role of higher-order centres beyond the Shire boundaries. The Shire of Mundaring does not contain any higher-order Strategic Metropolitan or Secondary Centres as described in SPP 4.2. However, the Midland SMC (in the City of Swan) has a significant influence on the centres hierarchy operating in the Shire of Mundaring and the shopping patterns of local residents. It is expected that the Midland SMC will continue to attract strong levels of spending and visitation from Mundaring Shire residents.

Having regard to the above, the activity centre hierarchy currently operating in the Shire of Mundaring is summarised below.

District Centre

Mundaring Town Centre is the only District Centre in the Shire. The centre serves an important role in providing a relatively comprehensive range of day-to-day convenience retailing and services, including:

- Three supermarkets (Woolworths, Coles and ALDI)
- Civic, community and local health-related services, and
- Local business and office services.

The Mundaring Town Centre serves a slightly different role to that of District Centres in the more urbanised parts of metropolitan Perth. In particular, the centre provides a generally

more diverse range of retail, personal, civic and professional services. This is due to factors including:

- A lack of other higher-order centres in the Shire
- A regional setting and the relative distance between urban settlements
- A limited number of neighbourhood centres in the Shire that accommodate basic day-to-day convenience retail and other needs (e.g. full-line supermarkets).

In this sense, the Mundaring Town Centre serves a particularly important role in serving the Shire of Mundaring.

Neighbourhood Centres

Three Neighbourhood Centres are located in the Shire. These centres provide basic convenience retailing and local-level services to residents of their surrounding catchment areas. The three centres are as follows:

- Swan View NC, located on Marlboro Road in Swan View within the Urban Region of the Shire. Swan View NC is the only centre, apart from Mundaring Town Centre, to contain a major supermarket (Coles). The centre contains an estimated 3,690m² of retail floorspace and primarily provides basic convenience retailing to the surrounding community. The centre appears to be generating acceptable levels of visitation and sales.
- Darling Ridge NC, is a small Neighbourhood Centre located on Morrison Road, Swan View. Darling Ridge NC is also located in the Urban Region and contains approximately 2,040m² of retail floorspace, including a mid-sized IGA supermarket. The centre benefits from exposure to a high number of vehicles passing along Morrisons Road.
- Helena Valley Shopping Centre, is a small Neighbourhood Centre that serves the growing population in Helena Valley. The centre contains approximately 1,730m² of retail floorspace and is anchored by a mid-sized IGA supermarket.

No Neighbourhood Centres are located in the Hill Region. At present, the Mundaring Town Centre primarily provides the neighbourhood-level retailing and services to residents in this area of the Shire.

Local Centres

A total of 11 Local Centres (LC) are located in Mundaring Shire. This includes 10 Local Centres in the Hills Region and one in the Helena Valley.

The Local Centres in Mundaring Shire are as follows:

- Darlington LC, contains approximately 610m² of retail floorspace including café, gourmet food and liquor store, post office and restaurant. The Darlington Local Centre has two separate nodes of activity on Darlington Road and Glen Road.

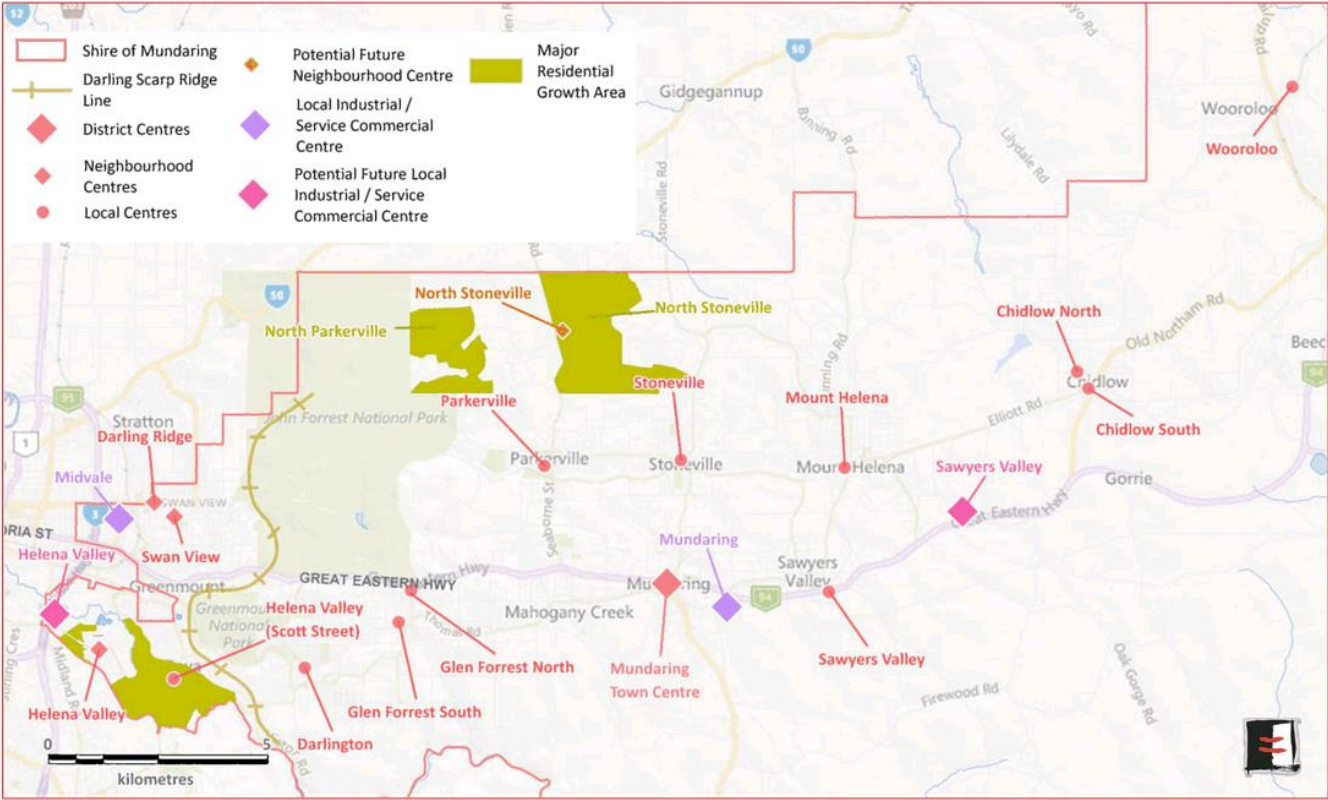
- Glen Forrest North LC (Hardy Road), is located at the intersection of Hardy Road and the Great Eastern Highway. The centre is anchored by a small IGA supermarket. In total, Glen Forrest North LC contains approximately 800m² of retail floorspace.
- Glen Forrest South LC (Railway Parade), is located on Railway Parade and contains approximately 850m² of retail floorspace including a Bottlemart, Post Office and Indian restaurant.
- Parkerville LC, located on Seaborne Street comprises a general store and restaurant, totalling approximately 250m² of retail floorspace. A second node is located on Owen Road and contains fish n' chip shop (60 m²) located next to the Parkerville Tavern.
- Stoneville LC, located at the intersection of Stoneville Road and Richardson Road. The centre contains eight tenancies totalling 720m², including a general store and a Thirsty Camel liquor outlet.
- Sawyers Valley LC, is located on the Great Eastern Highway. At present, the centre contains 220m² of retail floorspace including a service station, second hand shops and a dried meat retailer. The centre is under-performing and includes 340m² of vacant floorspace plus the vacant Sawyers Valley Tavern. Planning approval exists for a service station, associated convenience retail and fast food restaurant.
- Mount Helena LC, is anchored by a small IGA that also incorporates a True Value Hardware store. In total, the centre contains approximately 1,800m² of retail floorspace. The Mount Helena LC includes two activity nodes at McVicar Place and Keene Street East.
- Chidlow North LC (Rosedale Road), includes a mini-mart, butcher and vacant floorspace. Occupied retail floorspace amounts to approximately 540m².
- Chidlow South LC (Thomas Street), contains approximately 340m² of retail floorspace including a pharmacy, mini-mart, hairdresser, massage and café.
- Wooroloo LC, comprises of a general store of approximately 80m².
- Helena Valley LC (Scott Street), comprises approximately 680m² of retail floorspace plus a medical centre.

With the exception of Sawyers Valley LC and Chidlow North LC, all the above centres are successfully performing their Local Centre role in providing convenience-based retailing and services to the surrounding communities. Both the Sawyers Valley and Chidlow North centres are characterised by vacancies and relatively low levels of activity and vibrancy.

An overview of the Shire of Mundaring activity centre hierarchy is shown in Figure 10.1.

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Figure 10.1: Mundaring Shire Activity Centre Hierarchy



Source: Essential Economics with MapInfo and BingMaps

11 RETAIL AND COMMERCIAL FLOORSPACE OVERVIEW

A retail and commercial floorspace survey of Shire of Mundaring's activity centres was undertaken in February 2017. This information was supplemented by data sourced from the Property Council of Australia and the Western Australian Planning Commission.

The results of the floorspace survey by centre are shown in Table 11.1.

In total, activity centres in Mundaring Shire accommodate a 27,470m² of retail floorspace. Mundaring Town Centre is the largest centre with approximately 13,150m² of retail floorspace. Key observations from Table 11.1 include the following:

- **Low vacancy levels in most centres:** Activity centre in the Shire have a floorspace vacancy rate of approximately 4.4%. In general, a vacancy rate of between 5% to 7% is typical for a centre trading satisfactorily. At the time of the survey, the Mundaring Town Centre had only one vacant shopfront.
- **A number of poor performing centres have high vacancy levels:** While the majority of centres have low vacancy levels, Sawyers Valley LC and Chidlow North LC had vacancy rates of 61% and 45% respectively. This reflects the relative under-performance of these centres.
- **Limited non-food offering:** The Shire has a very limited non-food retail offering and accommodates only 5,710m² of non-food retail floorspace. The Shire contains no major brand retailers in non-food products including apparel, homewares, electrical, sporting goods or hardware. As a consequence, the majority of non-food retail spending escapes to other centres, most notably Midland SMC.
- **Limited food catering and entertainment offering:** In addition to a limited non-food offering, the Shire also has a limited food catering and entertainment offer, including a low provision of cafés and restaurants.
- **Commercial floorspace caters for local services:** Other commercial floorspace (which includes commercial offices including health related uses) accounts for approximately 14% of retail and commercial floorspace in Mundaring Shire activity centres, and 19% in the Mundaring Town Centre.
- **General under-supply of retail floorspace:** The retail floorspace per capita provided in the Shire of Mundaring activity centres equates to 0.7m² per person (i.e. 27,470m² divided by 40,180 people), which is significantly less than the Australian average which is currently in the order of 2.2m² per person. This once again, indicates that a large proportion of retail demand by Mundaring Shire residents is met by centres beyond the Shire.

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Table 11.1: Retail and Commercial Floorspace in Shire of Mundaring Activity Centres, 2017

Centre/Region	Centre Type	Food, Liquor and Groceries	Food Catering	Non-food	Total Retail	Major Tenant	Vacant	Vacancy Rate (m2)	Other Commercial	Total Retail and Commercial
Helena Valley Region										
Helena Valley NC	N'bourhood	1,500m ²	70m ²	160m ²	1,730m²	IGA	90m ²	4.90%	0m ²	1,820m²
Helena Valley LC (Scott St)	Local	<u>360m²</u>	<u>0m²</u>	<u>320m²</u>	680m²	-	<u>0m²</u>	<u>0.00%</u>	<u>610m²</u>	1,290m²
Sub-total: Helena Valley Region		1,860m²	70m²	480m²	2,410m²		90m²	3.60%	610m²	3,110m²
Urban Region										
Swan Valley NC	N'bourhood	3,240m ²	80m ²	370m ²	3,690m²	Coles	0m ²	0.00%	0m ²	3,690m²
Darling Ridge NC	N'bourhood	<u>1,630m²</u>	<u>240m²</u>	<u>170m²</u>	2,040m²	IGA	<u>0m²</u>	<u>0.00%</u>	<u>60m²</u>	2,100m²
Sub-total: Urban Region		4,870m²	320m²	540m²	5,730m²		0m²	0.00%	60m²	5,790m²
Hills Region										
Mundaring TC	District	8,960m ²	1,580m ²	2,610m ²	13,150m²	Coles, W'worths, ALDI	50m ²	0.40%	3,120m ²	16,320m²
Darlington LC	Local	240m ²	310m ²	60m ²	610m²	-	0m ²	0.00%	280m ²	890m²
Glen Forrest North LC	Local	460m ²	100m ²	240m ²	800m²	IGA	160m ²	16.70%	630m ²	1,590m²
Glen Forrest South LC	Local	230m ²	280m ²	340m ²	850m²	-	0m ²	0.00%	0m ²	850m²
Parkerville LC	Local	130m ²	190m ²	0m ²	320m²	-	0m ²	0.00%	0m ²	320m²
Stoneville LC	Local	160m ²	100m ²	360m ²	620m²	-	100m ²	13.90%	0m ²	720m²
Sawyers Valley LC	Local	60m ²	0m ²	160m ²	220m²	-	340m ²	60.70%	0m ²	560m²
Mount Helena LC	Local	1,100m ²	0m ²	700m ²	1,800m²	IGA	70m ²	3.70%	0m ²	1,870m²
Chidlow North LC	Local	540m ²	0m ²	0m ²	540m²	-	440m ²	44.90%	0m ²	980m²
Chidlow South LC	Local	60m ²	60m ²	220m ²	340m²	-	0m ²	0.00%	0m ²	340m²
Wooroloo LC	Local	<u>80m²</u>	<u>0m²</u>	<u>0m²</u>	80m²	-	<u>0m²</u>	<u>0.00%</u>	<u>0m²</u>	80m²
Sub-total: Hills Region		12,020m²	2,620m²	4,690m²	19,330m²		1,160m²	5.70%	4,030m²	24,520m²
Mundaring Shire Activity Centres		18,750m²	3,010m²	5,710m²	27,470m²		1,250m²	4.40%	4,700m²	33,420m²

Source: Essential Economics, Property Council of Australia

12 RETAIL EXPENDITURE FORECASTS

Estimates of retail spending by residents in the Shire of Mundaring have been prepared with reference to the *MarketInfo* micro-simulation model. This model uses data from the ABS Household Expenditure Survey, ABS Population and Housing Census, and a range of other socio-economic indicators, and provides estimates of retail spending on a small area basis.

Retail spending estimates have been prepared for the Shire (as a whole), as well as the three study regions – the Urban Region, Helena Valley and the Hills Region. Retail spending estimates for Metropolitan Perth as also provided for comparison.

12.1 Per Capita Retail Spending

Average per capita retail spending estimates for Shire of Mundaring and metropolitan Perth residents in 2017 are shown in Table 12.1.

The Shire's average per capita spending on total retail (all categories) is estimated at \$14,850 in 2017, which is approximately 1.1% below the metropolitan average for Perth (\$15,010), and comprises:

- \$5,490 per annum on food, liquor and groceries (FLG)
- \$1,750 per annum on food catering
- \$7,610 per annum on non-food merchandise and services.

Figures are expressed in constant 2017 dollars. The three retail spending categories considered in the analysis are defined in the Introduction chapter of this report (see Page 2).

Table 12.1 Per Capita Retail Spending, 2017 (\$2017)

Retail Category	Urban Region	Helena Valley	Hills Region	Mundaring (\$)	Metropolitan Perth
FLG	\$5,510	\$5,570	\$5,460	\$5,490	\$5,510
Food Catering	\$1,660	\$1,790	\$1,770	\$1,750	\$1,890
Non-food	<u>\$7,120</u>	<u>\$7,840</u>	<u>\$7,740</u>	<u>\$7,610</u>	<u>\$7,610</u>
Total Retail	\$14,290	\$15,200	\$14,970	\$14,850	\$15,010
<u>Variation from Metropolitan Perth</u>					
FLG	0.0%	1.1%	-0.9%	-0.4%	-
Food Catering	-12.2%	-5.3%	-6.3%	-7.4%	-
Non-food	-6.4%	3.0%	1.7%	0.0%	-
Total Retail	-4.8%	1.3%	-0.3%	-1.1%	-

Source: Essential Economics with MarketInfo Spending Model

Note: FLG refers to Food, Liquor & Groceries

12.2 Total Retail Spending, 2017 to 2037

Forecasts of retail spending by residents of the Shire of Mundaring have been prepared for the period 2017 to 2037 by applying the population forecasts presented in Chapter 7, and estimates for real growth in retail spending per capita as expressed in Table 12.1.

Estimates of future real growth in per capita spending are based on historical growth rates in retail spending over the past 20 or so years, as derived from ABS Australian National Accounts data (approximately 1% per annum).

Total available retail spending by Shire of Mundaring residents in 2017 is estimated at \$596m and includes:

- Food, Liquor and Groceries: \$220m
- Food catering: \$70m
- Non-food: \$306m

By 2037, total available retail spending by the Shire's residents is estimated to be \$983m, as shown in Table 12.2. This forecast future growth in available retail spending will contribute to demand for additional retail facilities, both within and beyond the Shire, as well as an improvement in the performance of existing retailers.

All figures are represented in constant 2017 dollars and therefore the effects of price inflation are excluded from the analysis.

Table 12.2: Forecast Retail Spending by Shire of Mundaring Residents, 2017 to 2037

Retail Category	2017	2027	2037	Ave Annual Increase (%) 2017-2037
<u>Urban Region</u>				
FLG	\$50.7m	\$56.7m	\$64.1m	1.2%
Food Catering	\$15.3m	\$17.5m	\$20.2m	1.4%
Non-Food	\$65.5m	\$83.3m	\$107.2m	2.5%
Total Retail	\$131.6m	\$157.4m	\$191.5m	1.9%
<u>Helena Valley</u>				
FLG	\$28.5m	\$36.8m	\$46.6m	2.5%
Food Catering	\$9.2m	\$12.1m	\$15.7m	2.7%
Non-Food	\$40.2m	\$58.8m	\$84.9m	3.8%
Total Retail	\$77.8m	\$107.7m	\$147.2m	3.2%
<u>Hills Region</u>				
FLG	\$141.2m	\$180.9m	\$203.3m	1.8%
Food Catering	\$45.7m	\$59.8m	\$68.8m	2.1%
Non-Food	\$200.1m	\$291.2m	\$372.4m	3.2%
Total Retail	\$387.0m	\$532.0m	\$644.4m	2.6%
<u>Mundaring Shire (\$)</u>				
FLG	\$220.5m	\$274.3m	\$314.0m	1.8%
Food Catering	\$70.2m	\$89.4m	\$104.6m	2.0%
Non-Food	\$305.8m	\$433.4m	\$564.4m	3.1%
Total Retail	\$596.4m	\$797.1m	\$983.1m	2.5%

Source: Essential Economics with MarketInfo Spending Model

Note: FLG refers to Food, Liquor & Groceries

13 RETAIL TURNOVER AND MARKET SHARE ANALYSIS

This Chapter presents a retail turnover and market share analysis for activity centres in the Shire of Mundaring. The analysis is based on the retail spending and floorspace data provided in the previous Chapters, as well as industry data where available. The experience of the consultants in undertaking retail turnover and market share assessments for both the private and public sector is also relevant to the analysis.

13.1 Estimated Retail Turnover

In 2017, activity centres in the Shire of Mundaring achieved total retail turnover estimated at approximately \$239m, representing an average trading level of approximately \$8,700/m² across the Shire (expressed in 2017 dollars and inclusive of GST). Table 13.1 provides a summary of estimated retail turnover by retail category for activity centres in the Shire of Mundaring.

These estimates have been prepared with the application of appropriate average trading levels (turnover per square metre) to the retail floorspace estimates presented in Chapter 11. The turnover estimates are based on published sales data (where available), and on information on likely trading performance gathered from floorspace surveys conducted by the consultant. The retail turnover figures should therefore be regarded as a fair and reasonable approximation of existing trading conditions for centres in Mundaring Shire.

Importantly, these estimates refer to total retail turnover at activity centres in the Shire, including turnover that is attributable to residents of the municipality and to non-residents, including tourists, workers and other visitors.

The average turnover level of \$8,700/m² is relatively high; however, this is reflective of the strong trading performance of supermarkets in the Shire. Supermarkets generally have an average trading level that is higher than for speciality shops, and this is reflected in the average trading level for FLG retailers shown in Table 13.1.

Table 13.1: Retail Turnover Estimates for Shire of Mundaring Activity Centres, 2017

Category	Food, Liquor and Groceries	Food Catering	Non-Food	Total
Retail floorspace	18,750m ²	3,010m ²	5,710m ²	27,470m ²
Average trading level	\$10,530/m ²	\$4,880/m ²	\$4,630/m ²	\$8,680/m ²
Total turnover	\$197.4m	\$14.7m	\$26.5m	\$238.6m

Source: Essential Economics; industry sources

Note: Figures are in constant 2017 dollars

13.2 Retail Turnover Attributable to Mundaring Shire Residents

In order to prepare an analysis of retail market shares captured by activity centres in Shire of Mundaring, it is necessary to examine the extent to which sales at retail facilities are attributable to the Shire's residents. This analysis is shown in Table 13.2, and is based on available information with respect to the catchments served by particular centres, and from the consultant's estimates based on likely trading patterns of centres in the Shire.

The analysis shows that centres in Shire capture approximately \$184m of retail turnover that can be attributed to the spending of Shire residents. This represents approximately 77% of total retail turnover in activity centres in the Shire.

The balance of approximately 23% of retail turnover is derived from non-residents, including visitors to the Shire and purchases by trades and businesses, and is estimated to account for approximately \$54m million of turnover in 2017.

Table 13.2: Retail Turnover Attributable to Shire of Mundaring Residents, 2017

Category	Food, Liquor and Groceries	Food Catering	Non-Food	Total
Total turnover	\$197.4m	\$14.7m	\$26.5m	\$238.6m
Share of turnover attributable to Mundaring Shire residents	77%	76%	82%	77%
Total turnover attributable to Mundaring Shire residents	\$151.4m	\$11.2m	\$21.6m	\$184.2m

Source: Essential Economics; industry sources

Note: Figures are in constant 2017 dollars

13.3 Market Share Analysis

In 2017, centres in the Shire of Mundaring captured approximately almost one-third (31% or \$184m) of the \$596m of available retail expenditure by residents in the Shire. The balance of spending (\$412m) was directed to centres and retailers located beyond the Shire, and to other forms of shopping such as internet-only sales.

The analysis shows that a higher market share is achieved in FLG (69%), and this reflects the extent to which people tend to shop more locally at their closest and most convenient centre for these items.

The Shire's centres capture very low market share for Non-food (7%) and Food catering (16%). This reflects both the very limited retail offering in the retail sectors and the dominance of Midland SMC nearby and a non-food and entertainment destination.

Table 13.3 summarises this analysis of market share performance for centres in the Shire of Mundaring.

Table 13.3: Mundaring Activity Centres Market Share Analysis, 2017

Category	Food, Liquor and Groceries	Food Catering	Non-Food	Total
Total turnover to Mundaring Shire residents	\$151.4m	\$11.2m	\$21.6m	\$184.2m
Total available retail expenditure	\$220.5m	\$70.2m	\$305.8m	\$596.4m
Market Shares	69%	16%	7%	31%

Source: MarketInfo; Essential Economics; industry sources

Note: Figures are in constant 2017 dollars

A number of implications are evident from the above analysis that will inform the assessment of retail development potential (or retail needs) which is provided in the following Chapter. These implications include:

- 1 **Activity centres in the Mundaring Shire currently capture less than one-third of the available retail expenditure by the Shire's residents.** Opportunities for increased retail provision will come from improvements in market share performance, as well as forecast increases in available spending.
- 2 **Improvements to the performance of existing retailers will contribute to an increase in retail market shares and an improved level of retail service for the community.** Opportunities that should improve retail choice and quality for local residents include the redevelopment of areas within centres that are not currently performing well, the introduction of improved business practises, and the attraction of new businesses – especially those which are not yet locally-represented.
- 3 **The following sectors are likely to represent opportunities for future retail development** as indicated by relatively low current market share performance:
 - Non-food retailing, particularly in the Mundaring Town Centre
 - Food catering throughout the municipality with a focus on both the local resident and visitor markets

The continued dominance of the Midland SMC as the main centre providing non-food retailing also needs to be considered.

14 RETAIL DEVELOPMENT POTENTIAL

This Chapter presents an analysis of the potential new retail development that could be supported in Mundaring Shire over the next 20 years.

14.1 Methodology

Forecasts of retail development potential in activity centres within the Shire of Mundaring have been prepared on the basis of the following approach:

- 1 Retailers will continue to capture an appropriate market share of the forecast available retail spending by residents in the Shire. In certain retail categories, an increase in market share may be achieved as new development is accommodated.
- 2 Local retailers in the Shire have potential to capture trade from people living beyond the Shire, including tourists and other passing trade. In addition, some retailers also derive a share of turnover from non-retail customers such as other businesses and tradespeople. It is assumed the share of turnover capture by non-residents remains constant at 2017 levels.
- 3 An aggregation of the above sources of turnover provides an estimate of the total future sales turnover that might be achieved at centres in Shire of Mundaring. By applying an appropriate average turnover level (\$/m²), an indication of the total supportable retail floorspace can be calculated.
- 4 An estimate of total retail development potential is made by comparing total supportable floorspace (from point 3 above) against existing floorspace provision as outlined in Chapter 11.

14.2 Forecast Market Shares

Centres in Shire of Mundaring have potential to increase the share of available retail spending that they currently capture, thereby supporting new retail development. An increase in market share may occur by improving the performance of existing retailers and/or through the addition of new retail traders.

A detailed analysis of the potential to achieve greater market share penetration in each retail category has been undertaken. The analysis is based on existing market share performance (refer Chapter 13), and identified opportunities for expanding the range of retail provision in each retail category (and centre).

For the purpose of this analysis, the following two market share scenarios have been prepared:

- Constant market share scenario, where market share for each retail category remain at the 2017 level. Even though market shares for each category remain constant, retail development is still required to meet the growing demand of the local population.

- Market share growth scenario (or high scenario), whereby market shares increase slightly to a level that reflects a realistic expectation having regard for the existing role and performance of centre and their catchments.

A summary of the two scenarios is provided in Table 14.1.

Table 14.1: Forecast Market Share Scenarios, 2017-2037

Category	Food, Liquor and Groceries	Food Catering	Non-Food
Market Shares, 2017	68.6%	15.9%	7.1%
<u>Constant Market Share Scenario</u>			
2027	68.6%	15.9%	7.1%
2037	68.6%	15.9%	7.1%
<u>Market Share Growth Scenario</u>			
2027	70.6%	18.0%	8.5%
2037	72.5%	20.0%	10.0%

Source: Essential Economics

14.3 Forecast Retail Turnover 2017 to 2037

With improvements in the available retail offer, total retail turnover in activity centres located in the Shire of Mundaring is forecast to increase from \$238m in 2017 to \$352m in 2037 under the constant market share scenario, and to \$394m under the high scenario (in constant 2017 dollars).

A summary of forecast retail turnover for activity centres in Shire of Mundaring, and by retail category, is shown in Table 14.2 for the period 2017 to 2037.

Table 14.2: Forecast Turnover in Mundaring Shire Activity Centres, 2017-2037 (in constant 2017 dollars)

Category	Food, Liquor and Groceries	Food Catering	Non-Food	Total
Estimated Turnover, 2017	\$197.4m	\$14.7m	\$26.5m	\$238.6m
<u>Constant Market Share Scenario</u>				
2027	\$245.6m	\$18.7m	\$37.5m	\$301.8m
2037	\$281.2m	\$21.9m	\$48.8m	\$351.9m
<u>Market Share Growth Scenario</u>				
2027	\$252.5m	\$21.1m	\$45.3m	\$318.9m
2037	\$297.0m	\$27.5m	\$69.1m	\$393.5m

Source: Essential Economics

14.4 Retail Development Potential 2017-2037

Analysis of potential supportable retail floorspace and the amount of new retail development that might be supported over the period 2017 to 2037 is presented and summarised in Table 14.3 below.

This analysis is only intended to provide an **indication** of potential supportable retail development, as many factors will affect the opportunity to deliver new retail floorspace over the next twenty years.

While the analysis is intended to provide a reasonable expectation of demand for new retail development over the next twenty years, particular retail development proposals should continue to be assessed on their own merits. A performance-based approach is preferable to the adoption of retail-economic forecasts as a strict guide to floorspace growth. Other planning-related issues including traffic management, access to public transport, urban design, and sewer/storm water capacity in Mundaring, also need to be considered when assessing development proposals.

The potential for retail development in the Shire over the period 2017 to 2037 is estimated at approximately +10,000m² under the constant market share scenario and +17,000m² under the high scenario (figures rounded). This comprises the following broad estimates by retail category:

- An additional +5,400m² to +6,800m² of FLG retail floorspace to accommodate new or expanded supermarkets and specialty food, liquor and grocery stores.
- An additional +1,000m² to +2,100m² of Food Catering retail floorspace, comprising new cafés, restaurants and takeaway food stores.
- An additional +4,000m² to +7,800m² of Non-food retail floorspace, which may comprise the development of additional speciality non-food retailers such as apparel, shoes, hair and beauty, homewares, pharmacy and electrical store. Under the high scenario, this may involve the development of larger format non-food retailers such as hardware, bulky goods or even a new discount department store if the market demand warranted.

An analysis of future retail development potential for centres in the Shire is presented in Table 14.3 for each retail category, and is based on forecast turnover levels (refer Section 14.3) and the application of forecasts of average supportable retail turnover levels (\$/m²).

In all retail categories the average retail turnover level is forecast to increase at a rate of approximately 0.5% per annum in order to allow for growth in average retail performance for existing retailers.

Table 14.3: Retail Development Potential in Shire of Mundaring Activity Centres, 2017-2037

Category	Food, Liquor and Groceries	Food Catering	Non-Food	Total
Existing retail floorspace, 2017	18,750m ²	3,010m ²	5,710m ²	27,470m ²
Constant Market Share Scenario				
<u>Supportable Retail Floorspace</u>				
2027	22,190m ²	3,640m ²	7,700m ²	33,530m ²
2037	24,180m ²	4,060m ²	9,540m ²	37,780m ²
<u>Retail Development Potential</u>				
2017-2027	+3,440m ²	+630m ²	+1,990m ²	+6,060m ²
2027-2037	+1,990m ²	+420m ²	+1,840m ²	+4,250m ²
2017-2037	+5,430m²	+1,050m²	+3,830m²	+10,310m²
Market Share Growth Scenario				
<u>Supportable Retail Floorspace</u>				
2027	22,810m ²	4,110m ²	9,300m ²	36,220m ²
2037	25,530m ²	5,100m ²	13,490m ²	44,120m ²
<u>Retail Development Potential</u>				
2017-2027	+4,060m ²	+1,100m ²	+3,590m ²	+8,750m ²
2027-2037	+2,720m ²	+990m ²	+4,190m ²	+7,900m ²
2017-2037	+6,780m²	+2,090m²	+7,780m²	+16,650m²

Source: Essential Economics

14.5 Potential Retail Development Opportunities

According to the analysis in the preceding section, potential exists for between 10,000m² to 17,000m² of retail development in activity centres over the next 20 years. Potential retail development opportunities which could be accommodated in the Shire of Mundaring include the following:

Mundaring Town Centre

- Expansion of supermarket floorspace in Mundaring Town Centre. It is understood that plans exist to expand the existing Woolworths supermarket from approximately 2,500m² to a store of more than 3,000m².
- The population in the Hills Region, which broadly reflects the trade area for Mundaring Town Centre, is forecast to increase to more than 35,000 persons by 2037. This is approaching the population threshold that would support a greater array on non-food retailing, including the attraction of major tenants such as a discount department store. The attraction of a major non-food retail tenant would assist in retaining the significant amount of retail spending that escapes the Shire at present, and will also attract national brand speciality retailers of which there is currently a limited presence. Additional FLG, food catering and non-food speciality retailing in the Mundaring Town Centre.

- Having regard for the Market Share Growth Scenario presented in Section 14.4, it would be reasonable to plan for an additional 10,000m² of retail floorspace in the Mundaring Town Centre over the next 20 years, including the *potential* to attract additional non-food retailing to the centre.

North Parkerville and North Stoneville Neighbourhood Activity Centre

- North Parkerville and North Stoneville are two future town sites located approximately 5km to the north of the Mundaring Town Centre, and approximately 2km from each other. Combined, these sites are expected to accommodate more than 2,000 residential lots.
- Potential may exist for one small neighbourhood centre anchored by a mid-sized supermarket to serve the local convenience retail needs of future and existing residents in the area. The potential may exist for a larger retail offering depending on the eventual residential yields achieved at both sites. If possible, a site should be identified for an activity centre which is able to serve both growth areas.

Other Centres

- Potential may exist for an expansion of convenience retailing floorspace at the Helena Valley Local Centre (Scott Street), dependant on the extent of residential development that occurs in the surrounding area.
- Potential may exist for moderate expansion in the FLG and food catering offering in other activity centres throughout the Shire.

15 OTHER DEVELOPMENT OPPORTUNITIES

Commercial Floorspace

Population growth will also generate demand for other non-retail commercial floorspace including businesses such as tax accountants, health and allied health practitioners, real estate agents, travel agents, financial services, local consultancies, etc.

Currently, these types of businesses account for 14% of occupied retail and non-retail floorspace. Assuming this share continues (rounded to 15%), potential exists for an additional +2,000m² (constant market share) to +3,000m² (high scenario) of non-retail commercial floorspace over the next 20 years. It would be expected that the majority of this floorspace would be accommodated in the Mundaring Town Centre. This analysis is shown in Table 15.1.

Table 15.1: Non-retail Commercial Development Potential in Activity Centres, 2017 to 2037

Category	Constant Market Share Scenario	Market Share Growth Scenario
Retail Floorspace Demand, 2037	37,830m ²	44,120m ²
Share of non-retail commercial floorspace	15%	15%
Non-retail commercial floorspace	6,670m ²	7,790m ²
Total retail and commercial floorspace	44,450m ²	51,910m ²
Existing non-retail commercial floorspace	4,700m ²	4,700m ²
Potential for additional non-retail commercial floorspace, 2017-2037	+1,970m²	+3,090m²
Total retail and non-retail floorspace demand, 2017-2037	+12,230m ²	+19,740m ²

Source: Essential Economics

Other Uses

Activity centres within the Shire should also seek to provide a variety of other facilities and services. Examples include:

- **Health related services**, medical centres and allied health services (ie. dental, physiotherapy, podiatry, etc).
- **Educational services**, including pre-school, primary and secondary schools and adult training and education.
- **Community facilities**, including libraries, child-care, community and youth centres, public halls, religious buildings, etc.
- **Cultural, recreation and entertainment facilities**, including performing arts centres, museums, galleries, sporting facilities, gymnasiums, hotels, etc.

- **Tourism infrastructure**, including visitor accommodation, conference centres, visitor centres, etc.

The functionality and sustainability of centres can be improved where a genuine mix of these uses is encouraged, in addition to the core activities that are usually shopping (retail) and commercial uses (primarily office).

A diverse mix of uses assists in attracting people to centres for a variety of purposes, and encourages residents to spend additional time and money in a centre.

16 PART B: IMPLICATIONS FOR THE STRATEGY

Part B of this report provides an assessment of the future opportunities for activity centres in the Shire of Mundaring. The key implications arising from the analysis presented in Part B are the following:

- 1 The Strategy should identify an activity centre hierarchy that aligns with the SPP4.2 while also taking into account the unique context and setting for the Shire. A hierarchy will be developed which consists of the following levels:
 - District centre (Mundaring Town Centre)
 - Neighbourhood centre
 - Local centre
- 2 Retailers in the Shire of Mundaring currently capture only 31% of resident spending, meaning 69% of spending escapes to centres further afield. The level of escape spending is particularly high for the non-food and food catering retail categories. From an economic development perspective, it will be important to 'capture' as much of this escape spending as is reasonable.
- 3 Potential exists for between 10,000m² to 17,000m² of retail development in Mundaring Shire activity centres over the next 20 years. This may include:
 - Expansion of supermarket floorspace in Mundaring Town Centre
 - Potential for a greater range of non-food retailing, including the potential for a major non-food retail tenant in the longer-term
 - Potential for one new neighbourhood centre to serve the future North Parkerville and North Stoneville town sites
 - Moderate expansion of FLG and food catering offering in other activity centres throughout the Shire.
- 4 Potential also exists for between 2,000m² and 3,000m² in non-retail commercial floorspace over the next 20 years, it is likely the majority of this space will be located in the Mundaring Town Centre.
- 5 The Strategy should consider ways in which to continually improve the performance of Local Centres, particularly those located in smaller settlements. This may involve encouraging tourism aspects.

PART C: EMPLOYMENT LAND REVIEW

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17 REGIONAL EMPLOYMENT LAND CONTEXT

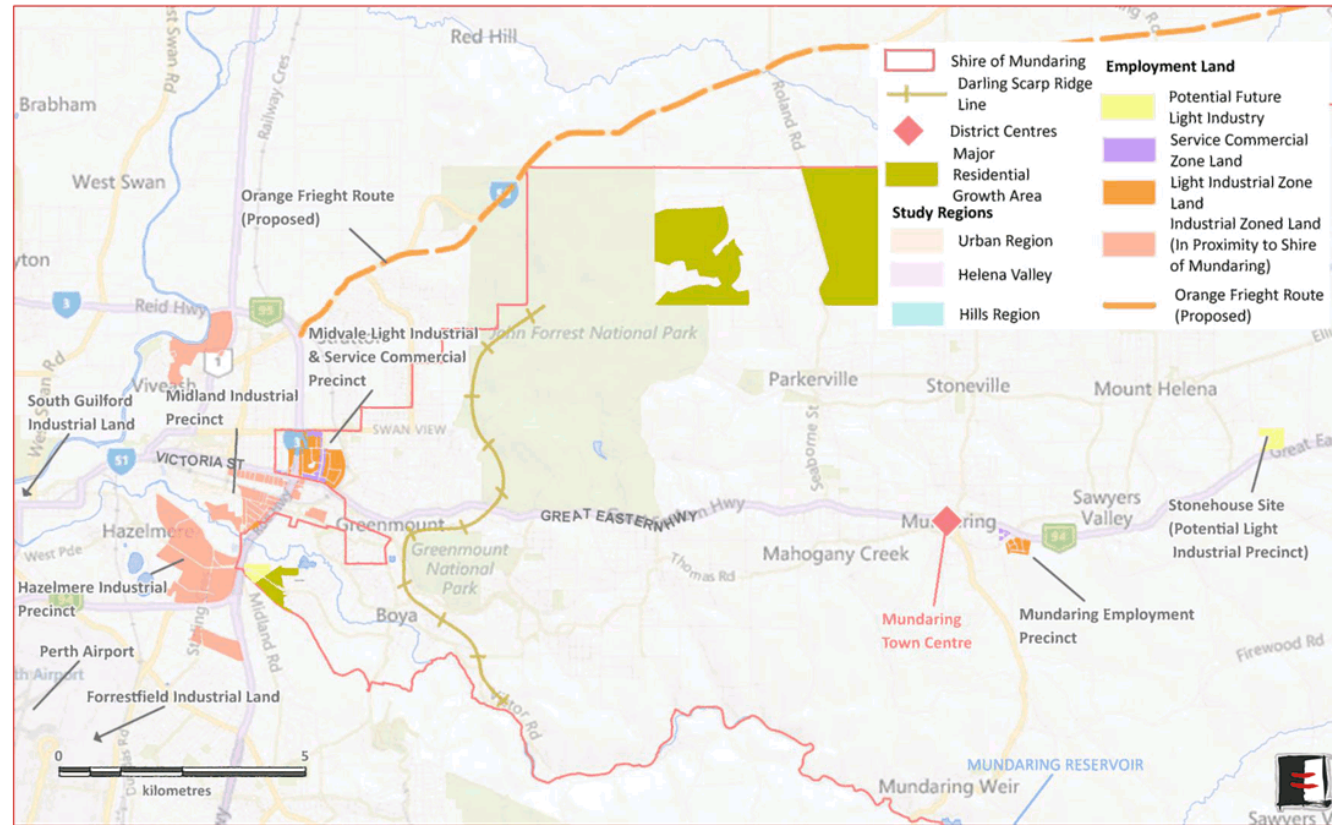
‘Employment Land’ (i.e. light industrial and service commercial) is at two locations in the Shire of Mundaring: Midvale and at the eastern edge of the Mundaring Township. The location of this land is shown in Figure 17.1.

In addition to current employment land, the broader context for employment land development in the Shire is also shown in Figure 17.1. The key points to consider are as follows:

- Light industrial and service commercial land is located at Midvale in the west of the Shire, and on the eastern edge of Mundaring. No heavy industrial land is located in the Shire.
- The Great Eastern Highway runs through the middle of the Shire and provides a major transport link from metropolitan Perth to the Wheat Belt region, and further to Adelaide.
- The Perth to Adelaide National Highway (PANH) is a proposed major freight link between Perth and Northam. Proposed for many years, when implemented, PANH (also referred to as the Orange Route) will run through the northern reaches of the Shire of Mundaring and extend the Double Road Train network into metropolitan Perth. At present, Perth bound Double Road Trains ‘break down’ into smaller vehicles at Northam due to the gradient on the Great Eastern Highway at Greenmount.
- In municipalities adjacent to the Shire of Mundaring, significant employment (industrial related) land is located at Midland, Hazelmere, South Guilford and Forrestfield in the eastern region of metropolitan Perth.
- The Perth Airport is located approximately 5.5km from the south-western extent of Shire boundary, and is key factor influencing the development of transport, logistics and warehousing uses in metropolitan Perth.
- Significant future population increases will occur at a number of locations in the Shire including Helena Valley, North Stoneville and North Parkerville and will drive future demand for population-serving industrial businesses (e.g. auto-mechanics, cabinet makers, construction-related workshops, etc).
- Land in Helena Valley and Sawyers Valley has been previously identified as having potential to accommodate industrial uses. In addition, a future opportunity may present for the development of industrial land at a location proximate to the proposed PANH.

SHIRE OF MUNDARING
LOCAL COMMERCIAL STRATEGY – BACKGROUND REPORT

Figure 17.1: Shire of Mundaring Employment Areas – Regional Context



Source: Essential Economics with MapInfo and BingMaps

18 EMPLOYMENT LAND SUPPLY

For the purposes of this Study, the employment land supply in Shire of Mundaring refers to the supply of land zoned 'Light Industrial' and 'Service Commercial'.

The Shire currently contains two locations that each contain both light industrial and service commercial land: Midvale and in Mundaring.

In total, the Shire contains 63ha of Light Industrial Zoned land and 16.5ha of Service Commercial Zoned land. The majority of this land is already occupied with only 3.7% of Light Industrial Zoned land and 1.5% of Service Commercial zoned land currently vacant. This presents very limited opportunities for attracting new business to the Shire that require industrial or service commercial land, as well as providing few opportunities for existing businesses to expand.

The lack of land to cater for new businesses was also identified in discussions with local real estate agents undertaken to inform the employment land analysis.

Table 18.1: Employment Land Supply in Shire of Mundaring, 2017

	Light Industrial Land (Ha)	Service Commercial Land (Ha)
<u>Mundaring Employment Area</u>		
Total Net Land	10.9 ha	2.9 ha
Occupied	8.8 ha	2.8 ha
Vacant/Underutilised	2.0 ha	0.1 ha
% Vacant/Underutilised	18.9%	3.5%
<u>Midvale Employment Area</u>		
Total Net Land	52.2 ha	13.6 ha
Occupied	51.9 ha	13.5 ha
Vacant/Underutilised	0.3 ha	0.1 ha
% Vacant/Underutilised	0.6%	1.0%
<u>Mundaring Shire</u>		
Total Net Land	63.0 ha	16.5 ha
Occupied	60.7 ha	16.2 ha
Vacant/Underutilised	2.4 ha	0.2 ha
% Vacant/Underutilised	3.7%	1.5%

Source: Essential Economics with NearMap

Note: Figures are rounded

An overview of the two employment areas in the Shire is provided below.

Mundaring Employment Area

- Contains 10.9ha of net land in the Light Industrial Zone and 2.9ha in the Service Commercial Zone located along the Great Eastern Highway.
- Approximately 2.0ha (18.9%) of Light Industrial zoned land is vacant/underutilised and a large proportion of this land (1.4ha) comprises a large site which is for sale on the precinct's eastern periphery.
- The Service Commercial zoned land is almost entirely built-out, apart from one lot comprising 0.1ha (3.5%) of total net land.
- Predominant land uses for the Light Industrial zoned land include trade automotive, construction and some manufacturing/fabrication.
- The Service Commercial zoned land has land uses including showroom, automotive retail, trade and electrical, as well as two cafes.
- The Mundaring Employment Area largely services the localised needs of the Hills region.

Midvale Employment Area

- Contains 52.2ha of total net land in the Light Industrial Zone and 13.6ha in the Service Commercial Zone. The Service Commercial Zoned land predominately fronts Farrall Road which runs north-south through the centre of the precinct.
- Both the Light Industrial Land and Service Commercial Land are effectively built-out. Just 0.3ha (0.6%) of Light Industrial zoned land and 0.1ha (1.0%) of Service Commercial Land is vacant/underutilised.
- Predominant land use typologies for Light Industrial zoned land include manufacturing and fabrication, automotive, trade and electrical related and warehousing and logistics. The warehousing and logistics uses are typically on larger sites west of Artello Bay Road and Orchard Avenue.
- The Service Commercial zoned land has land uses including showrooms, bulky goods and trade supplies (including Mitre10 and Trade Link), rental and hiring, and some manufacturing and warehousing. Predominately these land uses serve business models which require excellent exposure to passing trade.
- As a whole, businesses located in this employment precinct service markets in the wider eastern and northern-eastern areas of metropolitan Perth, this includes residents and business located outside the Shire. In this respect, the Midvale employment area is an important source of 'export income' and economic activity for the Shire of Mundaring.

19 EMPLOYMENT LAND DEMAND

The Shire of Mundaring is not a location for major development/investment in terms of employment land (either light industrial or service commercial).

In recent years the value of industrial building approvals has been negligible for the Mundaring SA3 compared to surrounding regions, as discussed earlier in this report (refer Section 8.2). It is probable that such development/investment has been stymied, at least in part, by the lack of employment land supply identified in the previous Chapter.

19.1 Demand for Employment Land in the Hills Region

A number of factors will drive future demand for industrial and service commercial land in the Shire.

Importantly, the Shire's projected population growth will increase demand for population serving industries and businesses. Areas within the Shire earmarked to observe significant future residential development include Helena Valley (1,380 lots) and the future town sites of North Stoneville (1,200-1,700 lots) and North Parkerville (700 lots).

Of the current employment land in the Shire, the Mundaring Employment Area has a predominant local service function for the Hills region.

In contrast, the Midland Employment Area— by virtue of the type and scale of business/industry – has a wider regional/metropolitan role and is subject to a broader set of demand drivers.

The future requirement of light industry and service commercial land in the Hills Region will largely be driven by population growth. Therefore, future demand can be calculated, in an indicative sense, by calculating the current rate of occupied land per capita and multiplying this by the forecast future population. These calculations are shown in Table 19.1.

Currently (May, 2017), the Hills Region has 8.8ha of occupied Light Industrial land and 2.8ha of occupied Service Commercial Land. This equates to 3.4ha of occupied Light Industrial land and 1.1ha of Service Commercial zoned land per 1,000 residents in the Hills region.

By 2037, based on the forecast population growth, it is forecast total demand will exist for at least 12ha (net) of Light Industrial and 3.8ha (net) of Service Commercial zoned land. This represents a net increase of +1.1ha of Light Industrial and +0.9ha of Service Commercial zoned land.

Assuming 20% of land is required for roads, total land requirements are **+1.3ha** for additional Light Industrial zoned land and **+1.0ha** for Service Commercial zoned land over the next 20 years.

Based on the above, it would be prudent to plan for **at least** an additional 2.5ha of employment land in the Hills Region over the next 20 years.

The above calculations are summarised in Table 19.1.

Table 19.1: Future Requirements for Light Industrial & Service Commercial Land with Local Service Role (Hills Region), 2017-2037

Category	Light Industrial	Service Commercial	Total Employment Land
2017			
Total land (net)	10.9ha	2.9ha	13.7ha
Occupied land (net)	8.8ha	2.8ha	11.6ha
Hills region population	25,850 persons	25,850 persons	25,850 persons
Occupied net land per 10,000 persons	3.4ha	1.1ha	4.5ha
2037			
Hills region population	35,200 persons	35,200 persons	35,200 persons
Forecast demand for land (net)	12.0ha	3.8ha	15.7ha
Forecast demand for additional land (net)	1.1ha	0.9ha	2.0ha
Forecast demand for additional land (gross) allowing for 20% of land for roads etc	1.4ha	1.1ha	2.4ha

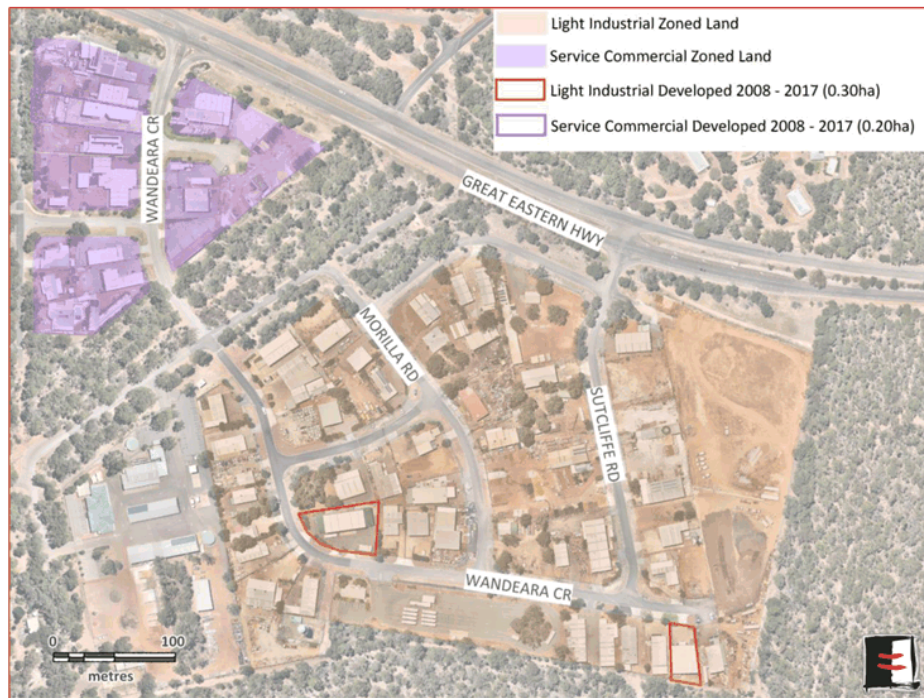
Source: Essential Economics

The above forecasts should be viewed as a minimum requirement.

A survey of recent development in the Mundaring Employment Area using aerial imagery (Nearmap) was undertaken. This survey found that development rates have been very low; between 2008 and 2017 only 0.3ha of Light Industrial and 0.2ha of Service Commercial land were developed, as shown in Figure 19.1.

These development rates are low relative to the population increase and indicate that an element of latent (or unrealised) demand is likely. This has been confirmed during discussions with local real estate agents that indicate enquiries for industrial land cannot currently be satisfied in the Mundaring Employment Area.

Acknowledging the forecast population increase, prevailing supply and the possibility of latent demand, it is prudent to plan for a quantum of land in the order of, say at least **+5ha** for future light industrial/service commercial use in the Hills Region. In locations where industrial development has been constrained due to a lack of supply, it is difficult to forecast demand. An allowance of at least 5ha is considered to be sufficient to accommodate a small light industrial precinct. Depending on the uptake of any initial industrial development in the Hills region, potential may exist for future expansion.

Figure 19.1: Recent Development in the Mundaring Employment Area, 2008 - 2017

Source: Essential Economics with MapInfo, BingMaps, Nearmap & StreetPro

19.2 Demand for Employment Land in the Helena Valley and Urban Region

The Midvale Employment Area and other nearby employment land located outside the Shire (e.g. Midland/Bellevue and Hazelmere) serve the populations in the Urban and Helena Valley Regions. These precincts form part of a wider network of industrial land in the eastern metropolitan region and that is in proximity to Perth Airport, and is subject to a broader and more complex suite of demand drivers than simply local residential population growth.

Midvale (located in Shire of Mundaring), Midland/Bellevue and Hazelmere employment areas are shown in Figure 19.2. All three areas are well-served by major transport routes and benefit from being co-located with other industries and businesses.

In total, these areas comprise 438ha of employment zoned land and combined have experienced a total of 71.7ha of development (net) between 2007 and 2017. This represents an average of 7.2ha per annum and comprises the following rates of development:

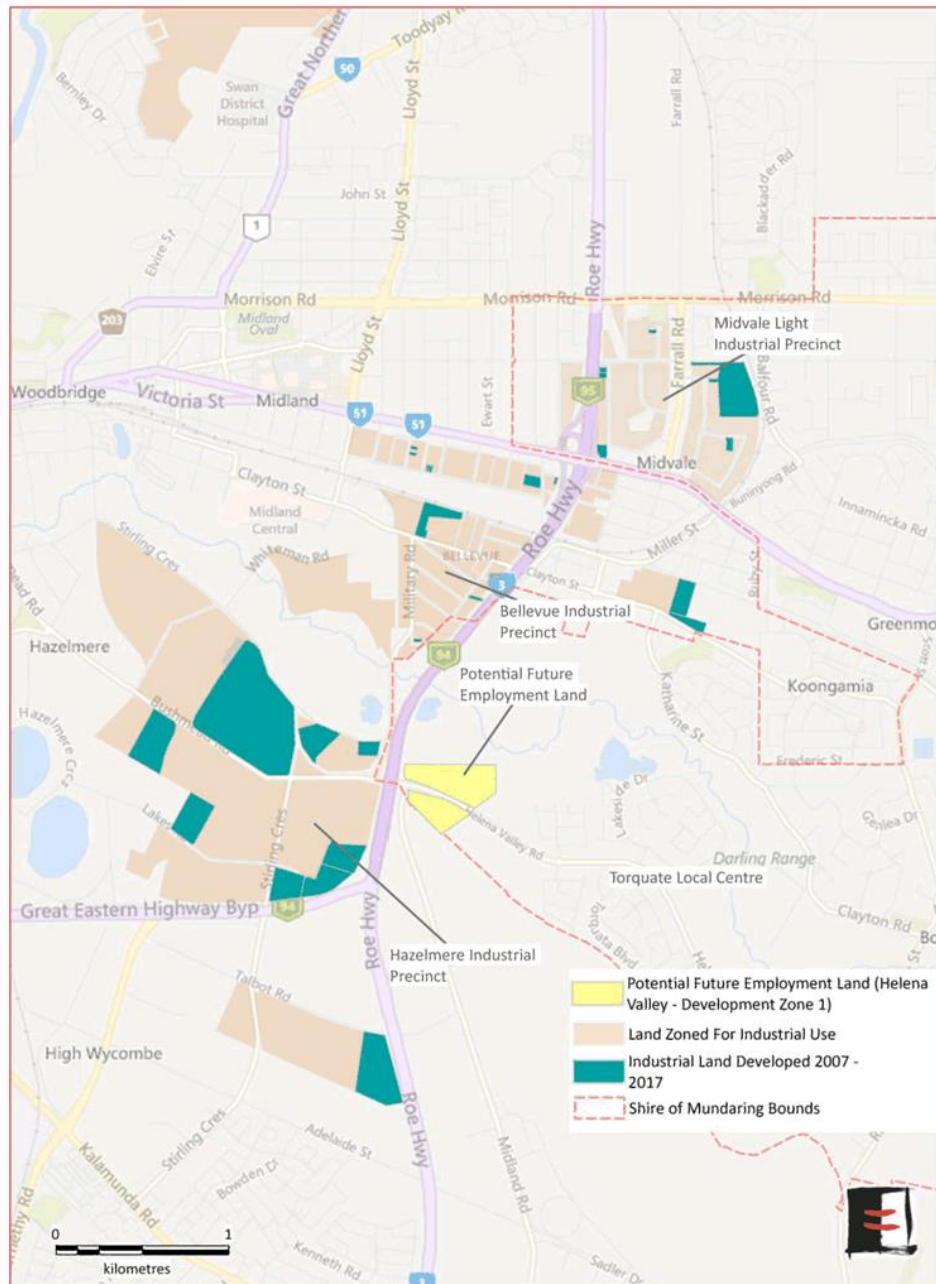
- **Midvale Employment Area:** Total of 7.9ha (or 0.8ha per annum). This area was already largely developed in 2007 and consequently has experienced limited further development in recent years.

- Hazelmere: Total of 57.5ha (or 5.8ha per annum). Hazelmere has attracted a number of large scale industries, in particular transport and logistics (e.g. TOLL, Linfox and CTI Logistics).
- Midland/Bellevue: Total of 6.3ha (or 0.6ha per annum). This area was already largely developed in 2007 and consequently has experienced limited development in recent years.

It is expected that sufficient demand exists to warrant identification and planning of additional employment land in either Helena Valley or the Urban Region. This takes into account the following factors:

- Limited supply of industrial land/service commercial land is available in the Midvale Employment Area and surrounding areas, currently estimated at 31.3ha.
- Historic rate of industrial land development for the wider region of 7.1ha per annum over the past 10 years.

Only a limited opportunity exists to expand the Midvale Employment Area in the Shire of Mundaring. However, land has been identified in Helena Valley that may be suitable for light industrial development. This opportunity is discussed in the following section.

Figure 19.2: Regional Industrial Development 2007 – 2017 (Midvale, Midland, Bellevue & Hazelmere)

Source: Essential Economics with MapInfo, BingMaps, Nearmap & StreetPro

20 POTENTIAL OPPORTUNITIES FOR ADDITIONAL EMPLOYMENT LAND

It is apparent that additional employment land will need to be identified and planned to service future demand in Shire of Mundaring.

Importantly, the identification and planning of future employment land in the Shire needs to consider the types of land required in terms of its role, be it a local service role (such as Mundaring employment area) or employment areas that perform a broader metropolitan/state-wide role (such as the Midvale employment area).

According to the analysis in the previous Chapter, at least 5ha of additional light industrial/service commercial land is required in the Hills Region.

In addition, potential may exist in the Shire for the identification and development of future employment land suitable for larger scale development and industry that has a regional, state or interstate focus. The future development of the proposed Perth to Adelaide National Highway may provide opportunities for industry requiring larger land areas, in particular freight and logistics.

The typical base-line requirements for industrial land are summarised below:

- **Transport connection:** well-located and accessible to transport infrastructure including freeways or highways, major rail and airports.
- **Suitable and developable land:** flat unconstrained land that is suitable to the development of large sites providing ample space for warehousing and transport/logistics uses.
- **Easily serviced:** connected to infrastructure (water, electricity or gas), or connected at minimal cost.
- **No land use conflict:** buffers exist that allow earmarked land uses proceed with no or minimal impacts to neighbouring land uses.

Three areas have been identified as having potential for future employment zoned land. These areas are discussed below.

Helena Valley

Land that is subject to the aircraft noise constraints was recommended for future Light Industrial/Service Commercial land uses in Helena Valley Land Use Study (2013) undertaken by RPS and in the Local Planning Strategy. Employment land could provide an appropriate transition between Hazelmere (heavy) industrial precinct and suburban residential area further east and south on Helena Valley Road.

This area contains approximately 15.8ha of relatively flat and unencumbered land.

Having regard for the following factors, Helena Valley land is well located for light industrial/service commercial uses:

- Well located with respect to major transport routes including the Roe Highway and Great Eastern Highway.
- Proximity to major existing industrial areas in Hazelmere and Midland.
- Proximity to Perth Airport.
- Demonstrable demand for industrial land in the surrounding area of more than 7ha per annum over the past decade.

In addition, the constraints placed on the land due to the airport noise contours mean that it cannot be developed for residential purposes.

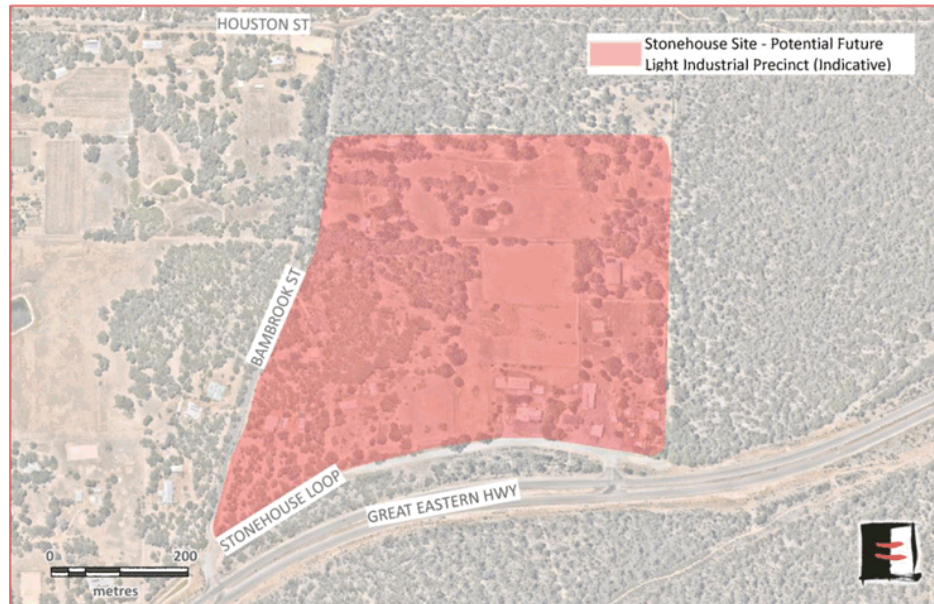
Sawyers Valley

It is understood Council is investigating the suitability of the 'Stonehouse Site' being rezoned for light industrial use. This site is shown in Figure 20.1 and is located directly north of the Great Eastern Highway.

As described in Chapter 19, it would be prudent to plan for at least 5ha of Light Industrial/Service Commercial land in the Hills Region. In this respect, the 'Stonehouse Site' represents a sensible location to meet the future demand for Light Industrial/Service Commercial land.

Key features of the Stonehouse Site that are conducive for industrial uses include the following:

- Access and exposure to Great Eastern Highway provides an opportunity to deliver Service Commercial land fronting Great Eastern Highway and Light Industrial land at the rear.
- A service road currently exists which provides an opportunity to plan for access and egress to Great Eastern Highway
- Ample land exists to the north should future demand warrant an expansion of industrial land.

Figure 20.1: ‘Stonehouse’ Site

Produced by Essential Economics using MapInfo

Perth to Adelaide National Highway (Orange Route)

It is understood that Council is investigating the potential for land to be identified and planned for industrial use which is accessible to the proposed Perth to Adelaide National Highway. The exact alignment of the Orange Route is unknown at present; however, an opportunity may exist for a transport and logistics based industrial estate in the future once the configuration is confirmed.

It is recommended that a study on the demand for a major industrial area in proximity to the Orange Route be undertaken at an appropriate time in the future when greater clarity on the timing and configuration of the Orange route is available. The study should consider the alignment of the Orange Route and the potential role in a metropolitan and state-wide context in providing for transport and related industries.

21 PART C: IMPLICATIONS FOR STRATEGY

Part C of this report provides an assessment of the future opportunities for employment land in Mundaring Shire. The key implications arising from the analysis presented in Part C are the following:

- 1 The Strategy should recognise the important role the Shire's light industrial and service commercial centres perform in providing local employment opportunities and economic activity.
- 2 Very limited opportunities exist to attract new or expanding businesses that require industrial or service commercial zoned land. Consequently, a need exists to identify land for future industrial/service commercial rezoning. Areas to consider include:
 - The 'Stonehouse Site' in Sawyers Valley
 - Land in the Helena Valley encumbered by airport noise contours.
- 3 Potential may also exist in the longer-term for the establishment of a logistics based industrial areas located along the proposed Orange Route. This may be investigated in the medium to long-term.



ESSENTIAL ECONOMICS

Shire of Mundaring Local Commercial Strategy

STRATEGY AND IMPLEMENTATION PLAN

Prepared for
Shire of Mundaring

By
Essential Economics Pty Ltd

February 2018

Authorship

Report stage	Author	Date	Review	Date
Draft report	Nick Brisbane Jack O'Connor	13 June 2017	Sean Stephens Shire of Mundaring Council Officers	14 June 2017 16 June 2017
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Amended final report	Nick Brisbane	15 February 2018		

Disclaimer

Every effort has been made to ensure the accuracy of the material and the integrity of the analysis presented in this report. However, Essential Economics Pty Ltd accepts no liability for any actions taken on the basis of report contents.

Contact details

For further details please contact Essential Economics Pty Ltd at one of our offices:

96 Pelham Street
Carlton
Victoria 3053
Australia
PH +61 3 9347 5255
FAX +61 3 9347 5355

Level 26 / 44 Market Street
Sydney
New South Wales 2000
Australia
PH +61 2 9089 8654

EMAIL mail@essentialeconomics.com
WEB www.essentialeconomics.com

ABN 92 079 850 427

Our Reference: 16235

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EXECUTIVE SUMMARY

Background to Strategy

The Shire of Mundaring's existing Local Commercial Strategy was adopted in 1992. Since that time the State Government planning context has changed significantly with respect to urban growth principles, planning policies and consideration of activity centres. *State Planning Policy No. 4.2 – Activity Centres for Perth and Peel*, along with *Directions 2031* and associated Sub-regional Strategies, now form the basis for activity centre planning in Perth and Peel.

An updated Local Commercial Strategy is required which provides a contemporary strategic policy framework, while also reflecting the unique settlement patterns and issues relevant to the Shire of Mundaring.

Regional Activity Centre and Employment Land Context

The Shire of Mundaring is located on the eastern fringe of Metropolitan Perth, approximately 15km from the Perth CBD. The economic and planning context of the Shire is influenced by its location on Perth's peri-urban fringe, and a unique topography provided by the Darling Range.

Mundaring Town Centre is the largest activity centre in the Shire and is classified in State Planning Policy 4.2 as a 'District Centre'. Three Neighbourhood Centres (all located in the western or urban parts of the Shire) and eleven Local Centres provide for the day-to-day and weekly shopping requirements of local communities.

The Shire of Mundaring contains two locations of light industrial and service commercial zoned land: Midvale and in Mundaring. A very limited supply of vacant land currently exists at both of these locations.

Key Findings and Directions of the Background Report

This Strategy and Implementation Plan is supported by detailed analysis and research which is provided in a Background Report. The key directions and findings arising from the background research and analysis include:

- 1 Activity centre and employment land planning needs to align with State Policy while also reflecting the unique pattern of development in the Shire of Mundaring.
- 2 Midland Strategic Metropolitan Centre has a significant influence on activity centres in the Shire of Mundaring.
- 3 Activity centres and employment land are critical to retaining local employment opportunities in the Shire.
- 4 Forecast population and retail spending growth will drive demand for future development opportunities in activity centres and employment areas. The Shire's

resident population is forecast to increase from an estimated 40,200 persons in 2017 to 54,100 persons by 2037.

- 5 Allowing for population growth and the retention of a moderate level of escape spending (or an increase in local market share), potential for an additional +17,000m² of retail floorspace in the Shire of Mundaring is identified over the next 20 years. Opportunities to accommodate this growth include:
 - Expansion of supermarket floorspace in Mundaring Town Centre
 - Potential for a greater range of non-food retailing, including a major non-food retail tenant in the Town Centre
 - Potential for a new neighbourhood centre to serve the future North Parkerville and North Stoneville town sites
 - Moderate expansion of food, liquor grocery (FLG) and food catering offering in other activity centres throughout the Shire.
- 6 A need exists to plan for the long-term expansion of services in the Mundaring Town Centre. By 2037, the population served by the Town Centre will approach a critical mass that may support a greater array of retailing and other services.
- 7 Local Centres meet day-to-day convenience needs and are important community focal points. Ten of the eleven Local Centres in the Shire are located in the Hills.
- 8 Activity centres are changing and a need exists to retain flexibility in planning for existing and future centres.
- 9 Opportunities exist for new employment land in Sawyers Valley and Helena Valley.

Shire of Mundaring Activity Centre and Commercial Hierarchy

The hierarchy of activity centres and commercial centres (i.e. industrial/highway service zoned land) in the Shire of Mundaring consists of the following:

- One District Centre (Mundaring Town Centre)
- Three existing and one potential future Neighbourhood Centre
- Eleven Local Centres
- Two existing and two potential Light Industry /Service Commercial

Vision, Objective and Implementation Plan

A set of Vision Statements and Objectives have been prepared in order to guide the ongoing development of the Shire of Mundaring activity centre and commercial hierarchy, and to provide the basis for the subsequent detailed objectives which are presented in the Action and Implementation Plans.

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These objectives support the continued development and primacy of the Mundaring Town Centre within the hierarchy, ensure centres are well designed and maximise local employment opportunities and community outcomes.

The following four objectives form the basis of the Action and implementation Plans:

- Objective 1:** *Support the continued development of the Mundaring Town Centre as the District Centre serving the Shire of Mundaring and beyond.*
- Objective 2:** *Support the viability of the Shire of Mundaring activity centre and commercial hierarchy so that it continues to perform the important role of providing accessible facilities and services to residents, visitors and businesses.*
- Objective 3:** *Ensure activity centres in the Shire of Mundaring are well-designed places where people enjoy shopping, doing business, and participating in community activities.*
- Objective 4:** *Maximise local economic development and employment opportunities in the Shire's activity centres and employment precincts.*

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INTRODUCTION

Essential Economics has been commissioned by the Shire of Mundaring to prepare the **Shire of Mundaring Local Commercial Strategy 2017** (the 'Strategy'). The Strategy comprises a detailed, high-level assessment of the demand and supply for retail, commercial and industrial development in the municipality, and presents recommendations to guide the future development of activity centres and commercial areas.

The Strategy is intended to inform future updates of the Local Planning Strategy, as well as various plans and strategies relating to specific activity centres, commercial areas and identified urban growth areas. A framework for developing a sustainable network of activity centres and commercial areas serving residents of the municipality is also provided.

The Shire of Mundaring's previous Local Commercial Strategy was adopted in 1992. Since that time, the State planning context has changed significantly with respect to urban growth principles, planning policies and consideration of commercial centres. *State Planning Policy No. 4.2 – Activity Centres for Perth and Peel*, along with *Directions 2031* and associated Sub-regional Strategies, now form the overarching policy basis for planning activity centres.

An updated Strategy ensures the planning for activity centres and commercial areas in the Shire of Mundaring reflects the current State strategic policy framework. In addition, the unique settlement patterns and issues relevant to the Shire of Mundaring are incorporated into the Strategy. The Shire consists of a relatively unique mix of established urban areas, newly-developing suburbs, low-density urban development, and rural areas.

This report is the **Shire of Mundaring Local Commercial Strategy and Implementation Plan**. A Vision for the future development of activity centres and commercial areas is developed in this report, and a detailed action and implementation plan to achieve that vision is provided.

Analysis that has been undertaken to inform the preparation of the Strategy and Implementation Plan is presented in an accompanying volume (**Shire of Mundaring Local Commercial Strategy – Background Research and Analysis**).

This Strategy and Implementation Plan includes the following content:

- 1 A description of **Regional Activity Centre and Employment Land Context** relevant to the Shire of Mundaring, ensuring the Strategy reflects the influences of higher-order activity centres and employment land located beyond the Shire.
- 2 A summary of the **Key Findings and Directions of the Background Report** which provides the detailed analysis and research upon which this Strategy has been developed.
- 3 A description of the **Shire of Mundaring Activity Centre and Commercial Hierarchy**, including the preferred roles of each centre type

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- 4 A set of **Objectives and Vision Statements** which provides overall guidance for the future development of activity centres and commercial areas in the Shire of Mundaring
- 5 Four **Action and Implementation Plans** which present measures to achieve the vision and objectives including the identification of roles, responsibilities and timing
- 6 A **Monitoring and Review** process.

The Strategy should be read in conjunction with other relevant strategies and policies adopted by the Shire of Mundaring.



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1 REGIONAL ACTIVITY CENTRE AND EMPLOYMENT LAND CONTEXT

Shire of Mundaring

The Shire of Mundaring is located on the eastern fringe of Metropolitan Perth, approximately 15km from the Perth CBD. Covering an area of 644 square kilometres, the Shire has an estimated resident population of 39,990 persons (2016 estimate).

The economic and planning context of the Shire is influenced by a location on Perth's peri-urban fringe, and a unique topography provided by the Darling Range. Key locational and geographic influences for the Shire are shown in Figure 1, including activity centres, industrial areas and the Great Eastern Highway.

Areas in the far west of the Shire – including Midvale, Swan View and Helena Valley – are located on the Swan Plain. These areas are integrated into metropolitan Perth's urban fabric. Midvale contains a light industrial precinct which is an important driver of economic income and employment in the Shire.

Darling Range forms the balance of the Shire and is known locally as the 'Hills'. Map 1 shows the ridge-line separating the 'suburban' area(s) and the Hills.

The Hills is characterised as a mixed peri-urban and rural area which contains a number of idyllic villages/towns in a setting of rolling hills and bushland. This region of the Shire is renowned for its outdoor lifestyle and nature-based activities.

Mundaring (township) is the largest settlement in the Hills. The township has the most extensive retail, commercial, industrial, community and civic administrative offer of all 'Hills' settlements. Consequently, Mundaring serves an important regional service role for the Shire and beyond.

A number of areas have been identified for future urban growth including Helena Valley, North Stoneville and North Parkerville. These areas are also shown in Map 1.

Activity Centres

Mundaring Town Centre is the largest activity centre in the Shire and is classified in State Planning Policy 4.2 as a 'District Centre'. The centre serves an important role in providing a relatively comprehensive range of day-to-day convenience retailing and services. Overall, Mundaring Town Centre provides a more diverse range of retail, personal, civic and professional services than that typically provided in District Centres located in the balance of metropolitan Perth.

A total of three Neighbourhood Centres (all located in the western or urban parts of the Shire) and eleven Local Centres provide for the day-to-day and weekly shopping requirements of

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local communities. Many of the Local Centres serve the smaller settlements in the eastern and southern parts of the Shire.

Midland, located 1.8km to the west of the Shire's boundary, is the closest Strategic Metropolitan Centre (SMC). As a SMC, Midland draws substantial trade from residents living within the Shire of Mundaring.

The location of the above-mentioned centres are also shown in Map 1.

Employment Land

The Shire of Mundaring contains two locations of light industrial and service commercial zoned land: Midvale and in Mundaring. A very limited supply of vacant land currently exists in the areas, restricting opportunities for the Shire to attract businesses with requirements for industrial or service commercial land.

These employment areas primarily provide for local service related industry. Businesses with larger land area requirements typically locate in the more expansive industrial areas in the neighbouring City of Swan and Shire of Kalamunda.

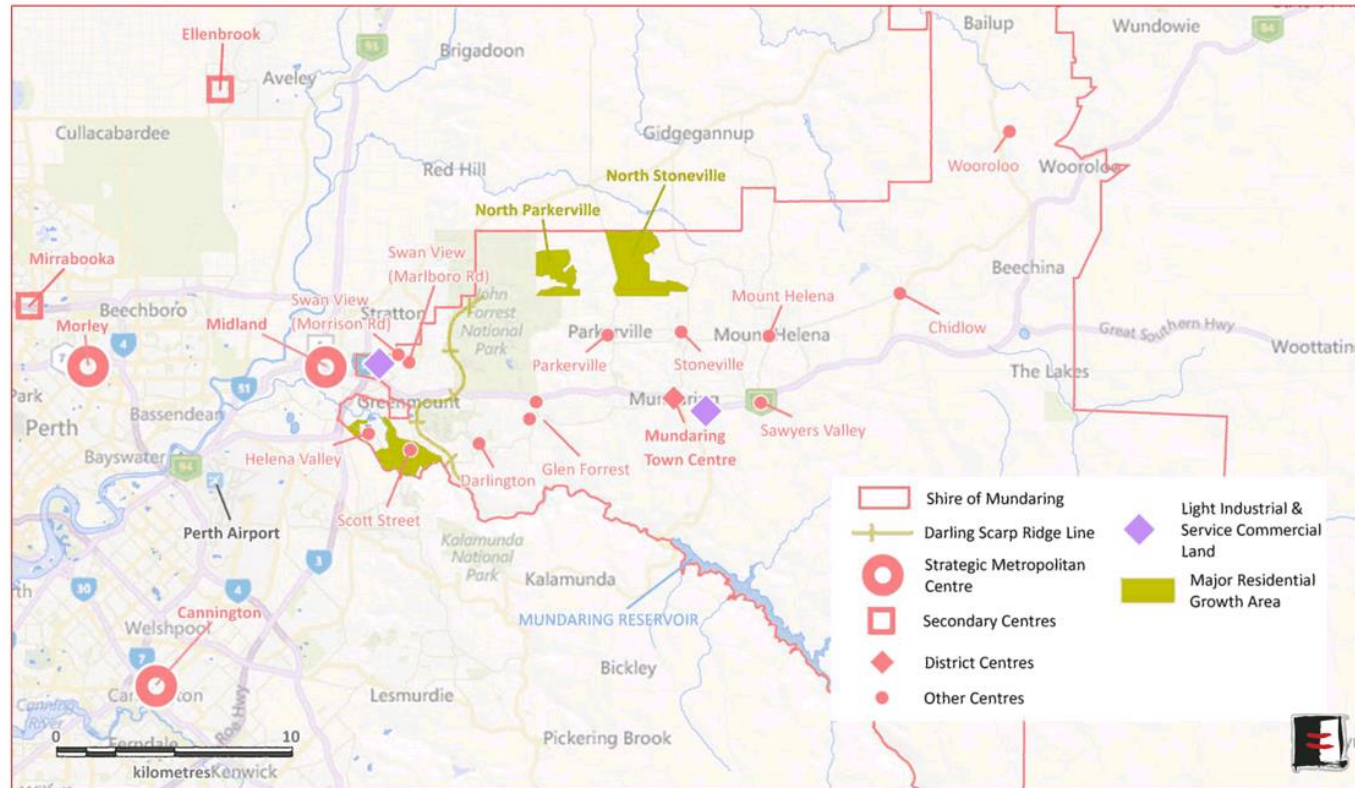
This Strategy identifies potential future opportunities to provide additional industrial and service commercial zoned land to facilitate business and economic development opportunities.



Mundaring Service Commercial land along Great Eastern Highway

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Map 1: Shire of Mundaring Local Commercial Strategy – Regional Context



Produced by Essential Economics using MapInfo, StreetPro and BingMaps

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2 KEY FINDINGS AND DIRECTIONS OF THE BACKGROUND REPORT

The **Background Research and Analysis Report** (the 'Background Report') was prepared to provide an evidence-base to support this **Strategy and Implementation Plan**. The Background Report should be read in conjunction with this Strategy Report and includes the following:

- Detailed analysis of the planning, locational and economic context for activity centres and employment land in the Shire of Mundaring
- Review of macro and global trends influencing activity centres and employment land in the Shire of Mundaring
- Review of the existing, planned and proposed activity centres and employment land in the Shire of Mundaring
- Forecasts of demand for retail and commercial floorspace, and employment land
- Identification of the key directions for development of this Strategy.

An overview of the key findings and directions from the Background Report is provided below.

Activity centre and employment land planning needs to align with State Policy while also reflecting the unique pattern of development in the Shire of Mundaring

The Strategy reflects and supports a range of existing policies related specifically to activity centres, and in some instances broader land use planning. This includes both State and Local policy frameworks.

State Planning Policy 4.2 (SPP 4.2) is the main planning framework guiding the development and renewal activity centres in Perth and Peel. Aspects of SPP 4.2 that relate more specifically to centre development in the Shire of Mundaring are as follows:

- Activity centre development should be planned and developed according to a hierarchy of centre roles and characteristics
- Activity centres are acknowledged as having an important role as a location for social and community interaction, and as places where retail, business and other services can co-locate in order to generate productivity gains
- Retail, commercial, health, education, entertainment, cultural, recreational and community facilities and higher-density housing should be concentrated in centres with a compact urban form
- Activity centres are priority locations for employment generating activities

- Non-retail employment should be encouraged so as to provide opportunities for the clustering of compatible businesses which can lead to greater productivity and more efficient use of infrastructure and services
- Local planning strategies, local planning schemes, district structure plans and activity centre structure plans should be informed by an analysis of the retail needs of the community.

Although SPP 4.2 identifies Mundaring as a District Centre, the Shire's mix of urban and rural areas differs from the highly urbanised nature of much of the balance of Perth and Peel.

Therefore, the Local Commercial Strategy takes into account the unique context for development in the Shire, while also acknowledging and implementing the key principles of SPP 4.2.

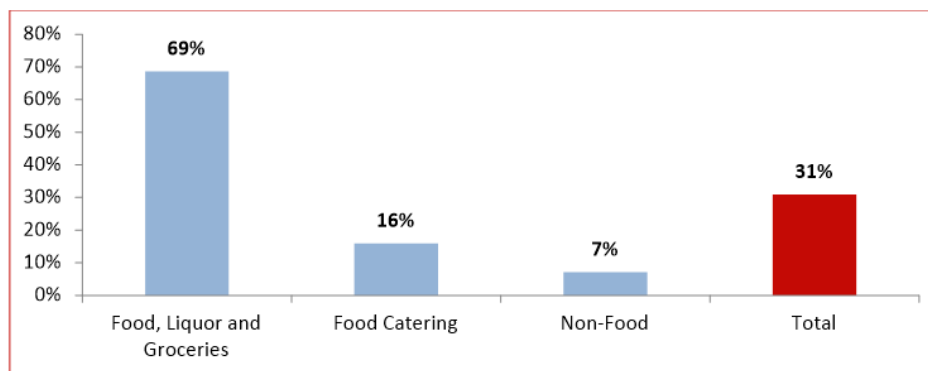
Midland Strategic Metropolitan Centre has a significant influence on activity centres in the Shire of Mundaring

As previously indicated, the Midland Strategic Metropolitan Centre (SMC) has a significant influence on the shopping patterns of residents in the Shire of Mundaring. The retail analysis in the Background Report identifies that activity centres in the Shire capture only 31% of the retail spending of Shire residents. This includes just 7% of non-food spending. Refer Figure 1.

As a result, 69% of all retail spending (and 93% of non-food retail spending) escapes to the internet and other centres beyond the Shire. The Midland SMC is a dominating influence on the Shire of Mundaring due to its size and extensive retail offering, relative ease of access and proximity to where many Shire of Mundaring residents work.

Midland's classification as a SMC in State Planning Policy means it will continue to attract private and public sector investment, and be a location for a large share of shopping undertaken Shire of Mundaring Shire residents.

Figure 1: Retail Market Share of Shire of Mundaring Activity Centres, 2017



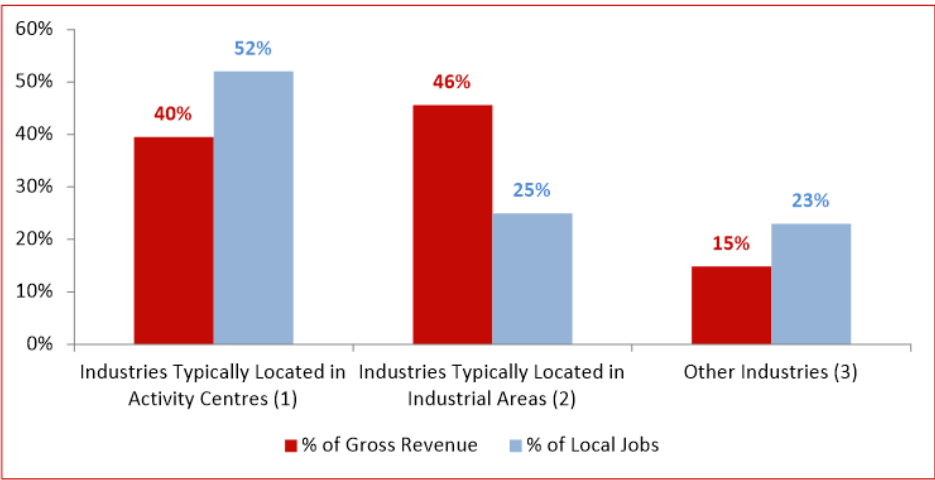
Source: Essential Economics, Shire of Mundaring Local Commercial Strategy – Background Research and Analysis, June 2017

Activity centres and employment land are critical to retaining local employment opportunities

Industries which typically locate in activity centres and industrial areas are responsible for 77% of jobs and 86% of gross revenue (ABS, Census of Population and Housing, 2011; REMPLAN, 2016). Refer Figure 2.

Consequently, it is vital to the economic vitality of the Shire that sufficient land is provided to accommodate any expanding businesses or any potential new business that may seek an activity centre or employment area location.

Figure 2: Employment (2011) and Gross Revenue (2016)



Source: ABS, Census of Population and Housing, 2011; REMPLAN, 2016
Note: (1) Includes Retail Trade; Accommodation and Food Services; Financial and Insurance Services; Rental, Hiring and Real Estate Services; Professional, Scientific and Technical Services; Public Administration and Safety; Health Care and Social Assistance; Arts and Recreation.
(2) Includes Manufacturing; Construction; Wholesale Trade; Transport, Postal and Warehousing
(3) Includes Agriculture, Forestry and Fishing; Mining; Electricity, Gas, Water and Waste Services; Information Media and Telecommunications; Administrative and Support Services; Education and Training; Other Services.

Forecast population and retail spending growth will drive demand for future development opportunities in activity centres and employment areas

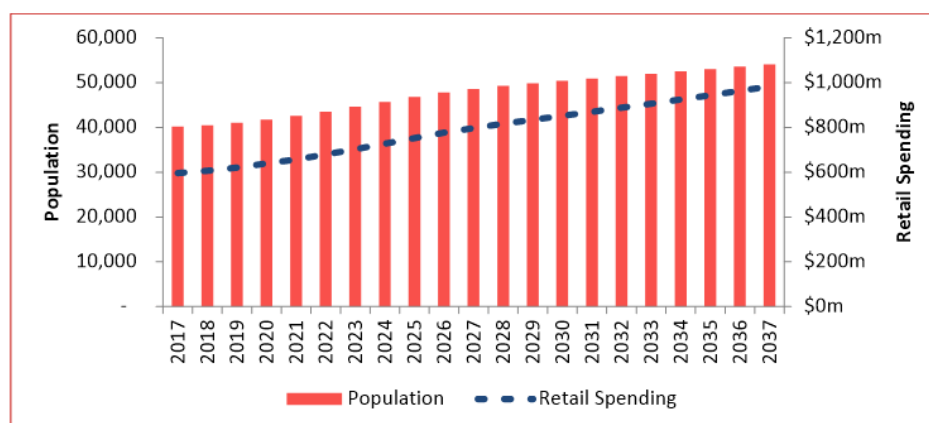
The Shire’s resident population is forecast to increase from an estimated 40,200 persons in 2017 to 54,100 persons by 2037, representing an overall increase of approximately +14,000 persons over the 20-year period. Over this same period, annual retail spending by residents is forecast to increase from \$596 million to \$983 million (in constant 2017 dollars).

Population and spending growth, and an increased share of spending spent locally (refer Figure 1) will drive opportunities for retail development over the next 20 years.

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The Hills is forecast to accommodate 76% of future population growth in the Shire, with the future town sites of North Parkerville and North Stoneville making a significant contribution to population growth. Helena Valley is also a location accommodating substantial population growth over the next 20 or so years.

Figure 3: Shire of Mundaring Population and Retail Spending, 2017-2037



Source: Essential Economics; MarketInfo
Note: Figures are in constant 2017 dollars

Forecast retail and activity centre development opportunities

Allowing for population growth and the retention of a moderate level of escape spending (or an increase in market shares), potential for an additional +17,000m² of retail floorspace in the Shire of Mundaring is identified over the next 20 years. Opportunities to accommodate this growth include:

- Expansion of supermarket floorspace in Mundaring Town Centre
- Potential for a greater range of non-food retailing, including the potential for a major non-food retail tenant in the longer-term
- Potential for a new neighbourhood centre to serve the future North Parkerville and North Stoneville future town sites
- Moderate expansion of food, liquor grocery (FLG) and food catering offering in other activity centres throughout the Shire.

A need to plan for the long-term expansion of services in the Mundaring Town Centre

The Strategy must recognise the higher-order role performed by the Mundaring Town Centre and reinforce it's role as the primary centre serving the Shire.

Currently, the Mundaring Town Centre contains approximately 13,150m² of retail floorspace. The majority (68%) of floorspace is in the Food, Liquor and Groceries (FLG) including three supermarkets (i.e. Woolworth, Coles and ALDI). At present, the town centre comprises only a very limited non-food and food catering retail offer, with the majority of spending by Shire residents in these retail categories escaping to other centres (including the Midland SMC).

The population in the Hills, which broadly reflects the trade area for Mundaring Town Centre, is forecast to increase to more than 35,000 persons by 2037. This is approaching the population threshold that would support a greater array on non-food retailing, including the attraction of major tenants such as a Discount Department Store. The attraction of a major non-food retail tenant will assist in retaining retail spending that escapes the Shire at present, and will assist in attracting national brand speciality retailers.

Having regard for the analysis presented in the Background Report, it would be reasonable to plan for an additional 10,000m² of retail floorspace in the Mundaring Town Centre over the next 20 years, including the potential to attract additional non-food retailing to the centre.

Potential for an expanded retail and commercial role should be considered in long-term planning for the Mundaring Town Centre. If the Mundaring Town Centre is to develop in an optimal manner, challenges identified in the *Mundaring Town Initiative Master Plan* (2016) will need resolution including:

- Enhancing the capacity of the waste/storm water system
- Reducing or managing adverse amenity impacts of the Great Eastern Highway, and
- Resolving land availability constraints due to an inconsistent urban structure.

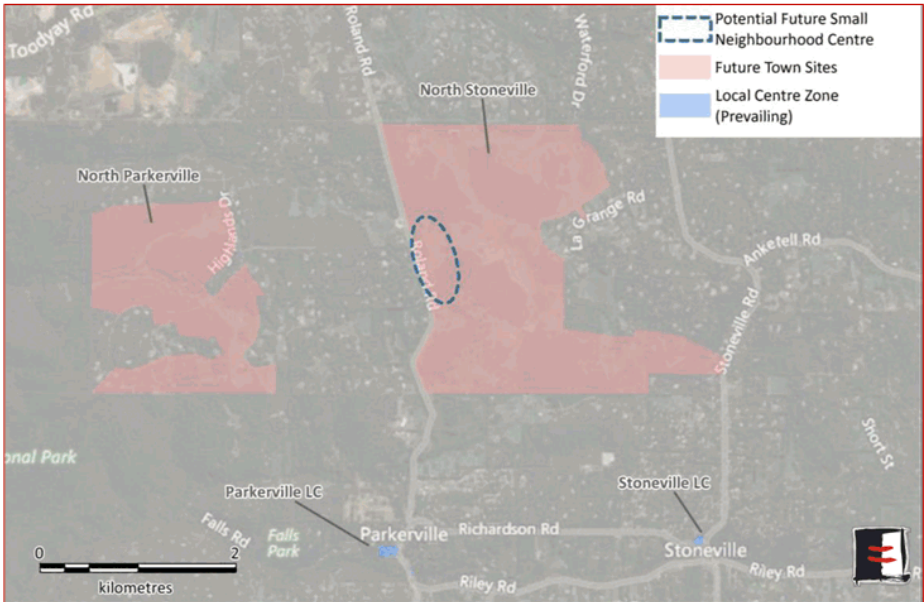
Achieving a greater range of retail and commercial services in the Town Centre will provide an opportunity to retain local employment opportunities.

A new Neighbourhood Centre to serve the future town sites in North Parkerville and North Stoneville

North Parkerville and North Stoneville are two future town sites located approximately 2km apart and 5km to the north of the Mundaring Town Centre. Combined, these town sites are expected to accommodate more than 2,000 new residential lots.

Potential may exist for a small neighbourhood centre anchored by a mid-sized supermarket to serve the local convenience retail needs of future and existing residents in the area. Depending on the eventual residential yields achieved at both sites, a larger centre may be possible. If possible, a site should be identified for an activity centre which is able to serve both growth areas. An indicative location is shown in Map 2.

Map 2: Indicative Location for a Small Neighbourhood Centre in North Parkerville/North Stoneville



Produced by Essential Economics using MapInfo, StreetPro and Bingmap

Local Centres meet day-to-day convenience needs and are important community focal points

Ten of the eleven Local Centres in the Shire are located in the Hills. These centres provide day-to-day convenience retailing to the small populations in rural and low-density residential areas. In addition, they can provide important opportunities for community building and social interaction.

The performance of these Local Centre varies, some performing quite strongly, while others are under-performing with high vacancy rates and limited recent investment. Encouraging the retention and improved performance of these centres will be important, particularly in locations which have a limited and declining residential catchment.



Activity centres are changing and a need exists to retain flexibility in planning for existing and future centres

The nature, type of uses and the design of activity centres is changing as a result of shifts in consumer preferences, increased use of the internet and technology, new market entrants, changing demographics, etc. Therefore, maintaining a level of flexibility for the future development and design of activity centres is vital in ensuring local policies remain relevant in an ever-changing environment.

Opportunities for new employment land in Sawyers Valley and Helena Valley

The Shire of Mundaring contains two locations that contain both light industrial and service commercial land: Midvale and in Mundaring. Combined, these areas contain 63ha of Light Industrial Zoned land and 16.5ha of Service Commercial Zoned land.

At present, only a very limited supply of 2.6ha of vacant employment land (ie. light industrial and service commercial) exists. As a result, only very limited opportunities are available for attracting new business to the Shire that require industrial or service commercial land. In addition, very limited scope exists for existing businesses to expand.

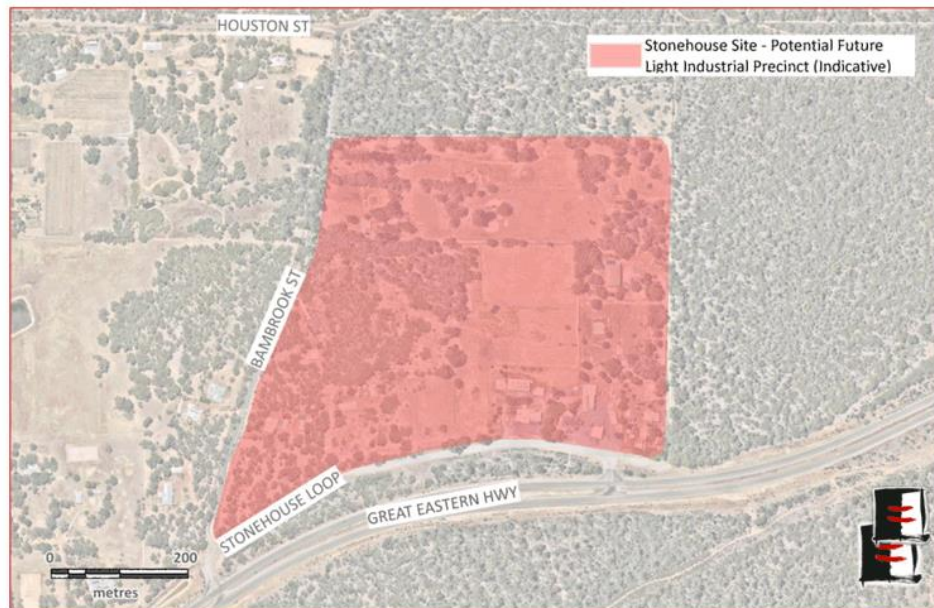
Consequently, future land for the industrial/service commercial zones is required. Areas to consider include:

- The 'Stonehouse Site' in Sawyers Valley
- Land in the Helena Valley encumbered by airport noise contours.

These locations are shown in Map 3 and Map 4.

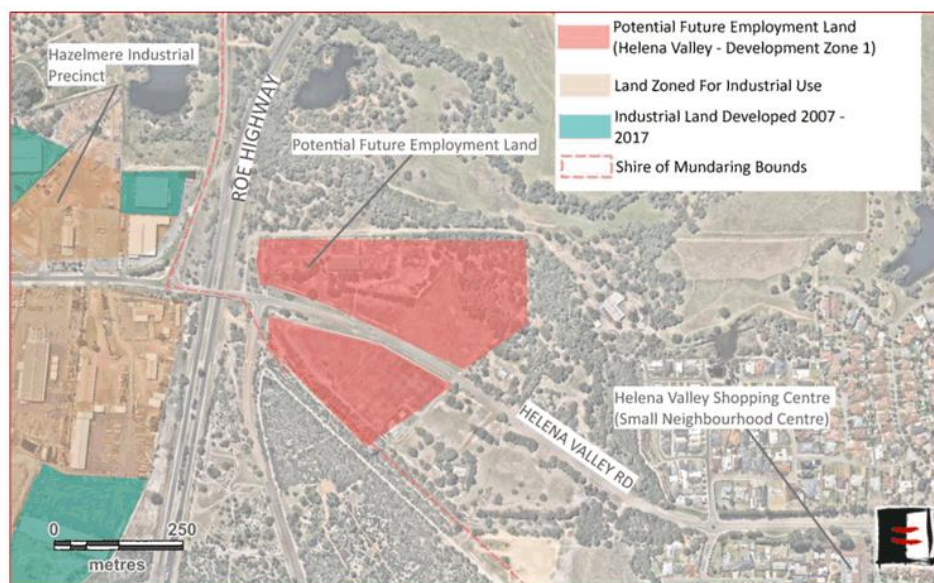
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Map 3: Potential New Local Industrial/Highway Service Centres



Produced by Essential Economics using MapInfo, StreetPro and Nearmap

Map 4: Potential New Local Industrial/Highway Service Centres



Produced by Essential Economics using MapInfo, StreetPro and Nearmap

3 SHIRE OF MUNDARING ACTIVITY CENTRE AND COMMERCIAL HIERARCHY

About Activity Centres

People have always congregated at convenient meeting points, often marked by the intersection of roads serving the local area and the surrounding hinterland. As development expands around such localities, a 'centre' emerges which becomes the focus for business activities and community facilities.

In the modern context, these centres have emerged as 'activity centres' which now support a diverse mix of facilities and services, ranging from retail and commerce to civic, entertainment and recreational activities.

As focal points for the surrounding community, it is important that activity centres operate in an effective manner. This means ensuring an appropriate mix of activities (retail, commercial, community, etc) are available in convenient locations, and with opportunities for these centres to further develop their roles and functions where appropriate.

Activity Centre Hierarchy

Activity centres form part of a 'hierarchy' of centres, with different levels of the hierarchy performing different roles and functions – the larger centres perform higher-order functions in the delivery of regional and sub-regional services, while smaller centres perform functions that are typically focused at the neighbourhood or local level. Combined, these activity centres form the hierarchy of centres that provide residents and visitors with access to essential services and facilities.

In land use policy, an activity centre hierarchy is an effective means of:

- Providing high-level guidance in terms of the location, scale and nature of investment and land uses intended for activity centres
- Ensuring policy reflects the very different role and function of various centres within the hierarchy
- Creating a coherent network of activity centres which meet the various needs of the community at the locations where these needs can, and should, be met
- Directing the planning and provision of transport infrastructure and other aspects of urban development influenced by activity centres.

In describing the activity centre hierarchy for the Shire of Mundaring, consideration is given to:

- The existing hierarchy as described in the LCS (1992)
- The hierarchy identified in SPP 4.2

- The varying settlement patterns throughout the Shire, and
- The current role and function of centres in the Shire.

The hierarchy of activity centres and commercial centres (i.e. industrial/highway service zoned land) in the Shire of Mundaring consists of the following:

District centre: Mundaring Town Centre
Neighbourhood Centres
Local Centres
Light industrial/ service commercial centres

The Local Commercial Strategy is consistent with State Government planning policy, in a manner which also reflects the very real differences in the role of centres that serve predominantly rural areas of the Shire.

An example is the number of small local centres in rural settlements, including Chidlow, Wooroloo and Mount Helena. Relative to an urban Perth context, these Local Centres are critically important to the social and community fabric of these small settlements.

Another example is the Mundaring Town Centre which is classified as a District Centre but has the potential to provide a wider array of retail and commercial services than would be expected in District Centre in suburban areas of Perth.

The Shire of Mundaring Activity Centre and Commercial Hierarchy is shown in the Table 1 and Map 5 on the following pages. Although centres are categorised according to their role in the hierarchy, all centres are unique and provide varying levels of facilities and services. Encouraging centres to exhibit their 'local' characteristics is recommended in order to provide a hierarchy of centres that provides the full range of essential services, as well as providing a range of experiences for residents and visitors.

The key consideration for the centre hierarchy is that centres are consistent with their intended 'role' within the hierarchy (refer Table 1). The hierarchy also describes the role of 'local industrial/ service commercial centres' which encompass employment land zoned for industrial and highway services uses.

In general, centres in the Shire of Mundaring will continue to perform their existing role in the hierarchy, although the potential for new centres are identified and reflect the key findings in the Background Report (and discussed in Chapter 2 of this Strategy), namely:

- The potential for a new Neighbourhood Centre to serve the future town sites in North Parkerville and North Stoneville
- The potential for new local industrial/highway service centre in Sawyers Valley and in Helena Valley.

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Table 1: Shire of Mundaring Activity Centre and Commercial Hierarchy

Centre Hierarchy/Centre	Role/Description	Examples of Centre Features
<u>District Centre</u> <ul style="list-style-type: none"> Mundaring Town Centre 	<p>Mundaring Town Centre is and will continue to be the only District Centre in the Shire of Mundaring.</p> <p>The centre will continue to provide a strong focus on servicing the daily and weekly convenience shopping needs of residents; however, will evolve over time to provide a greater range of non-food and entertainment-based retailing.</p> <p>The Mundaring Town Centre will also provide a local community focus and provide services, facilities and job opportunities that reflect the particular needs of its catchment.</p>	<p>Examples of services and facilities to be provided the Mundaring Town Centre:</p> <ul style="list-style-type: none"> Retail: Range of convenience-based retailing, including multiple supermarkets and a variety of convenience-based speciality retailing. Opportunities for large format non-food retailing may develop in the future. Cultural, recreation and entertainment facilities: Including restaurants/cafes, small scale arts centres/galleries, local sporting facilities, gymnasiums, etc Health: Including medical centres and allied health services (ie. dental, physiotherapy, podiatry, etc). Education: Including pre-school, primary and secondary schools and potentially adult training and education. Community and civic facilities: Including Council offices, libraries, child-care, community and youth centres, public halls, religious buildings, etc. Visitor facilities: Potential for tourism infrastructure may exist, including building and areas that can accommodate functions and overnight visitors. <p><i>Existing 'Retail' Floorspace (2017): 13,150m²</i> <i>Indicative future retail floorspace: 15,000m² - 25,000m²</i></p>

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Centre Hierarchy/Centre	Role/Description	Examples of Centre Features
<u>Neighbourhood Centres</u> <ul style="list-style-type: none"> • Swan View Shopping Centre • Darling Ridge (Small Neighbourhood Centre) • Helena Valley Shopping Centre (Small Neighbourhood Centre) • North Parkerville/Stoneville (<i>Potential Future</i> Small Neighbourhood Centre) 	<p>Neighbourhood Centres provide convenience retailing and community facilities for an immediate surrounding catchment.</p> <p>These centres are anchored by a supermarket which may range from a small to mid-sized supermarket in in Small Neighbourhood Centres to a full-line supermarket (3,000m² plus) in Large Neighbourhood Centres.</p> <p>Swan View Shopping Centre is considered to be a Large Neighbourhood Centre while Darling Ridge, Helena Valley and the future North Parkerville/Stoneville are considered to be Small Neighbourhood Centres.</p>	<p>Examples of services and facilities provided in Neighbourhood Centres:</p> <ul style="list-style-type: none"> • Retail: Limited range of convenience-based retailing, including a supermarket and a variety of convenience-based speciality retailing. • Health: May include medical centres and allied health services (ie. dental, physiotherapy, podiatry, etc). • Education: May include pre-school, primary and secondary schools. • Community facilities: May include a library, child-care, community and youth centres, public halls, religious buildings, etc. <p><i>Existing 'Retail' Floorspace (2017):</i></p> <ul style="list-style-type: none"> - Swan View SC: 3,690m² - Helena Valley: 1,730m² - Darling Ridge: 2,040m² <p><i>Indicative future retail floorspace: 1,500m² - 6,000m² (including a supermarket)</i></p>

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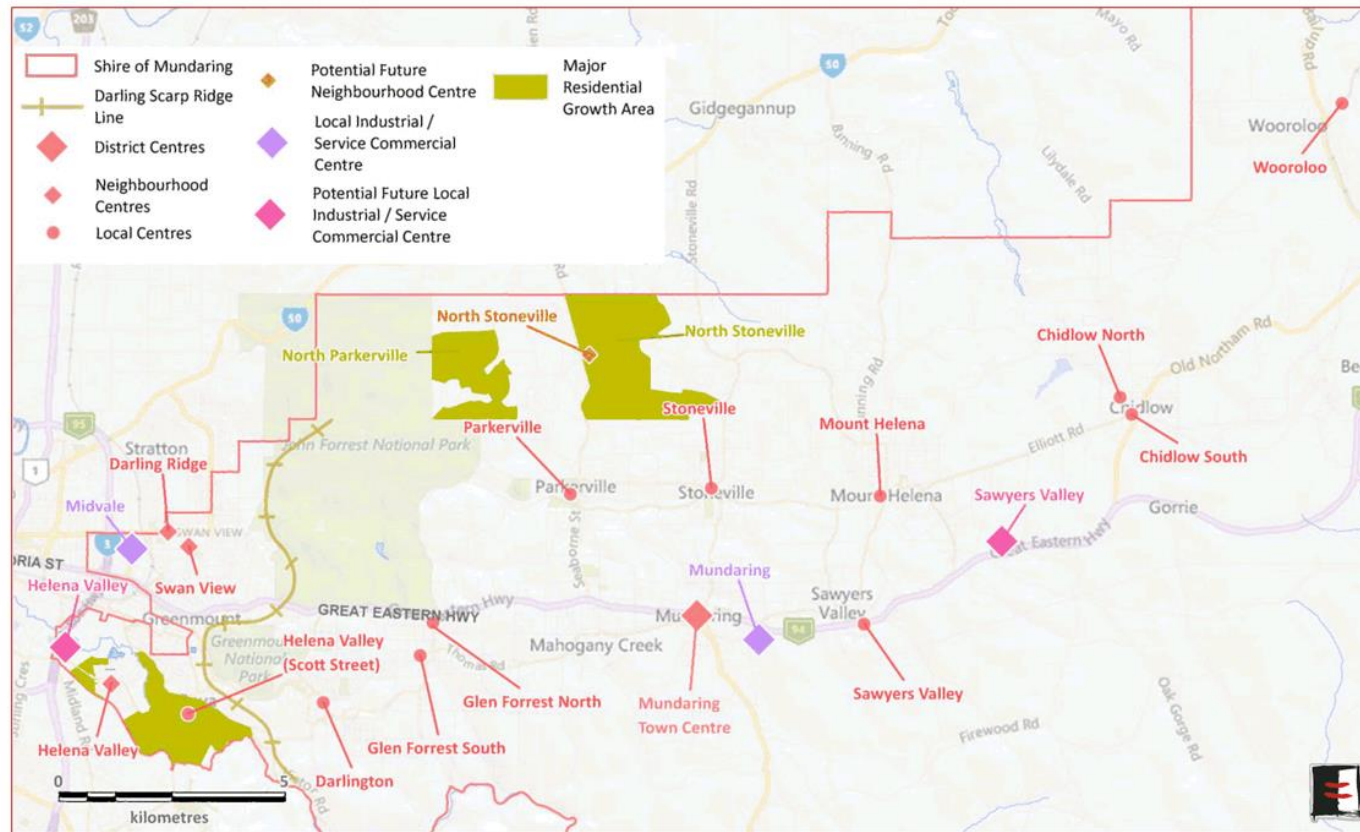
Centre Hierarchy/Centre	Role/Description	Examples of Centre Features
<p>Local Centre</p> <ul style="list-style-type: none"> Darlington (Darlington Road and Glen Road). Glen Forrest North (Hardy Road) Glen Forrest South (Railway Parade) Parkerville (Seaborne Street) Stoneville (intersection of Stoneville Road and Richardson Road) Sawyers Valley (Great Eastern Highway) Mount Helena (McVicar Place and Keene Street East) Chidlow North (Rosedale Road) Chidlow South (Thomas Street) Wooroloo Helena Valley (Scott Street) – <i>Potential Neighbourhood Centre</i> 	<p>Local Centres consist of a small group of shops that typically serve a local, walkable catchment, and provide for the daily convenience and ‘top-up’ needs of local residents and visitors.</p> <p>Some of these small centres contain a limited number of community facilities and other uses.</p> <p>Numerous Local Centres are located throughout the rural and low-density residential areas in the Shire of Mundaring. Where it would add to their viability, these Local Centres should also seek to serve a local tourism role.</p>	<p>Examples of services and facilities provided in Local Centres:</p> <ul style="list-style-type: none"> Retail: Limited range of convenience-based retailing, may include general store, takeaway food, café, bakery, hairdresser, etc. Health: May including local doctors and/or allied health services (ie. dental, physiotherapy, podiatry, etc). Education: May include pre-school, primary and secondary schools. Tourism: May include café, restaurant, pub. Community: May include community centres, areas of recreation and/or open space, playgrounds, etc. <p><i>Indicative future retail floorspace: up to 1,500m²</i></p>

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Centre Hierarchy/Centre	Role/Description	Examples of Centre Features
Light Industrial / Service Commercial Centres <ul style="list-style-type: none"> • Mundaring Employment Precinct • Midvale Light Industrial and Service Commercial Precinct • <i>Potential Future</i> Helena Valley Employment Precinct • <i>Potential Future</i> Sawyers Valley Employment Precinct 	<p>Light Industrial / Service Commercial Centres typically comprise a mix of business areas are <u>important</u> employment hubs for the Shire of Mundaring and surrounding region.</p> <p>These centres provide for a range of industrial, bulky goods, service orientated business that would not typically be provided in activity centres.</p>	<p>Examples of services and facilities provided in Light Industrial / Commercial Service Centres:</p> <ul style="list-style-type: none"> • <u>Industrial</u>: All forms of industrial activities including manufacturing, service industry, warehousing, transport & logistics etc. • <u>Bulky goods retail</u>: Including large format homemaker retailing and showrooms providing there is direct access and exposure to major highways or roads. • <u>Trade supplies</u>: Including large and small format showrooms supplying trade supplies to businesses • <u>Retail</u>: Limited supply of local convenience retail to service the surrounding employment areas and passing traffic (if on a major highway or road) only.

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Map 5: Shire of Mundaring Activity Centre and Commercial Hierarchy



Source: Essential Economics with MapInfo and BingMaps

4 VISION STATEMENTS AND OBJECTIVES

A set of Vision Statements and Objectives have been prepared in order to guide the ongoing development of the Shire of Mundaring activity centre and commercial hierarchy, and to provide the basis for the subsequent detailed objectives which are presented in the Action and Implementation Plans.

The Vision Statements and Objectives for future development of the Shire of Mundaring activity centre and commercial hierarchy are as follows:

Objective 1: Support the continued development of the Mundaring Town Centre as the District Centre serving the Shire of Mundaring and beyond.

Vision: *Mundaring Town Centre will be the primary centre in the Shire serving the retail and commercial needs of residents, visitors, workers and businesses. The town centre will evolve to provide a wider range of convenience, non-food and entertainment-based retailing. Continued development of the Mundaring Town Centre will reduce the need for residents to travel to centres further afield.*

Objective 2: Support the viability of the Shire of Mundaring activity centre and commercial hierarchy so that it continues to perform the important role of providing accessible facilities and services to residents, visitors and businesses.

Vision: *A network of neighbourhood and local centres will ensure all residents in the Shire have access to their daily and weekly shopping and convenience needs. These centres have an important community function as places to meet and interact.*

Objective 3: Ensure activity centres in the Shire of Mundaring are well-designed places where people enjoy shopping, doing business, and participating in community activities.

Vision: *Activity centres will operate in a manner that encourages people to spend time and money in each centre, and have a design which reflects local character. Our centres will also be destinations for visitors to the Shire.*

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Objective 4: Maximise local economic development and employment opportunities in the Shire's activity centres and employment precincts.

Vision: *Activity centres and employment precincts will continue to have an important function in generating economic activity, providing services to residents and businesses, and creating local investment and jobs.*

Action and Implementation Plans for each of the above Objectives are provided in Chapter 5.

5 ACTION AND IMPLEMENTATION PLAN

This Chapter identifies a set of actions designed to implement the Shire of Mundaring Local Commercial Strategy. For each underlying objective, a supporting rationale is provided, together with detailed actions and an implementation plan identifying key roles and responsibilities.

The following conventions have been adopted in identifying the suggested timing for implementation:

- Short-term: Within 12 months
- Medium-term: From 1 year to 3 years
- Longer-term: Beyond 3 years
- On-going: An existing action that continues into the future

Action Plan 1: Support Mundaring Town Centre as a District Centre

Objective:

Support the continued development of the Mundaring Town Centre as the District Centre serving the Shire of Mundaring and beyond.

The Mundaring Town Centre will be the primary centre in the Shire serving the retail and commercial needs of residents, visitors, workers and businesses. Having regard for the extent of retail spending and employment that escapes the Shire, it will be important that the Mundaring Town Centre achieves its potential pertaining to the range and extent of services it provides.

As indicated in the Background Report, the Hills is forecast to accommodate a population of 35,000 persons by 2037; which is approaching the population threshold that would support a greater array of non-food retailing.

The continued development of the Mundaring Town Centre will reduce the need for residents to travel to centres further afield.

Action Plan 1: To support Mundaring Town Centre as a District Centre

No.	Action Description
1.1	<p>Support the future expansion of retail and commercial facilities in the Mundaring Town Centre, including expansion of supermarket, non-food, food catering and tourism based facilities.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: n/a</p>
1.2	<p>Ensure the Mundaring Town Centre Structure Plan identifies areas for the future expansion of core retail and commercial facilities. This may involve land already in the Town Centre zone and bound by Hartung Street, Great Eastern Highway, Chipper Street and Stoneville Road. The Structure Plan should consider the capacity of land zoned Town Centre to accommodate forecast demand for retail and commercial uses.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Consultant preparing Mundaring Activity Centre Structure Plan</p>
1.3	<p>Support (where possible) increases to the sewer capacity servicing the Mundaring Town Centre.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: Land owners, service providers</p>
1.4	<p>Encourage higher-density residential development within (where appropriate) and surrounding the Mundaring Town Centre.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: n/a</p>
1.5	<p>Encourage a greater array of land uses within the Mundaring Town Centre including community, entertainment and tourist-based uses.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: Land owners and developers</p>
1.6	<p>Encourage property owners to invest in upgrading the appearance and amenity of buildings and the environs, and accompany this with appropriate investment in the public realm.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: Land owners and developers</p>
1.7	<p>Continue to plan for improved integration of the centre across the Great Eastern Highway.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Consultant preparing Mundaring Town Centre Structure Plan</p>

Action Plan 2: Support the viability of the Shire of Mundaring activity centre and commercial hierarchy

Objective:

Support the viability of the Shire of Mundaring activity centre and commercial hierarchy so that it continues to perform the important role of providing accessible facilities and services to residents, visitors and businesses.

The use of an activity centre hierarchy is an effective means of providing high-level guidance in terms of the location, scale and nature of investment and land uses intended for activity centres. An effective and viable centre hierarchy ensures the various needs of the community are met at appropriate locations.

The Strategy will support existing centres, including centre expansions and new centres where the activity centre hierarchy is supported.

It is important that centres continue to be viable and maintain and enhance their particular roles in the hierarchy. In order to achieve this outcome, key stakeholders (property owners, business owners, tenants, Council) should be encouraged to contribute positively to the performance of centres by:

- Improving the amenity and appearance of individual properties and the public realm
- Improving the overall design and integration of centres
- Encouraging a strong mix of tenancies which reflect the expectations of users of the centre
- Promoting and carrying out appropriate redevelopments, refurbishments, and/or expansions
- Improving the commercial viability of individual businesses by adopting best-practice retail and business practices.

Any future development or redevelopment at existing centres should have regard for the role each centre performs in the hierarchy. This hierarchy needs to be recognised when planning for the future requirements of residents and visitors in the Shire.

Action Plan 2: Support the viability of the activity centre and commercial hierarchy

No.	Action Description
2.1	<p>Adopt the activity centre and commercial hierarchy (refer Chapter 3) as a planning tool to guide the location, type and volume of new and/or expanded retail, commercial and other development. Ensure this hierarchy is referenced when considering development applications and determining Council land use policies.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: n/a</p>
2.2	<p>Consider the potential for one neighbourhood centre in future planning for the North Parkerville and North Stoneville town sites. The location of a neighbourhood centre should be easily accessible to both sites and the surrounding catchment.</p> <p>Timeframe: Medium-term Responsibility: Council (planning) Partnerships: Land owners, developers, planning consultants</p>
2.3	<p>Support future retail and commercial development in all centres, providing they maintain their desired role in the hierarchy.</p> <p>Timeframe: Ongoing Responsibility: Council (planning) Partnerships: n/a</p>
2.4	<p>Consider the potential for the Helena Valley Scott Street Local Centre to expand its role to a small neighbourhood centre in the future as the Helena Valley nears full development. Ensure any such expansion does not undermine the activity centre hierarchy, in particular the existing Helena Valley neighbourhood centre.</p> <p>Timeframe: Long-term Responsibility: Council (planning) Partnerships: Land owners and developers</p>
2.5	<p>Encourage local centres to serve the needs of both the surrounding residential communities and visitors, particularly in locations where a limited or declining residential population exists.</p> <p>Timeframe: Ongoing Responsibility: Council (economic development) Partnerships: Local businesses</p>
2.6	<p>Consider the potential for a mix of land uses, including residential, to be permitted under the Local Centre Zone where they contribute to the ongoing viability of a centre.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: n/a</p>

No.	Action Description
2.7	<p>Restrict out-of-centre development proposals to those that are consistent with the achievement of a net community benefit without undermining the activity centre and commercial hierarchy. Each proposal should be assessed on a case-by-case basis and should have regard for the following:</p> <ul style="list-style-type: none"> • <u>Locational Framework</u>: The applicant must demonstrate why the proposed out-of-centre location is being considered for retail or commercial development, including identifying why an in-centre or edge-of-centre location is not appropriate. • <u>Accessibility Framework</u>: The proposal should demonstrate equitable access by ensuring the provision of convenient pedestrian links, access to public transport (as relevant), bicycle access and convenient motor vehicle access and parking. • <u>Urban Design Framework</u>: The proposal must demonstrate a high-quality urban design that is attractive and provides a high degree of amenity for users of the facility and the general community. • <u>Economic Justification</u>: The proposal must be supported (subject to Council discretion) by a suitably detailed economic or commercial assessment of the reasons for, and implications of, approval of the out-of-centre development • <u>Net community benefit</u>: The planning application must provide an indication of the development proposal's contribution to Net Community Benefit in terms of relevant aspects such as employment generation, impact on overall levels of vibrancy and sustainability of the locality, and contribution to liveability, social interaction, and other community-related goals. <p>Timeframe: On-going Responsibility: Council (planning) Partnerships: Land owners, Developers</p>

Action Plan 3: Ensure activity centres in the Shire of Mundaring are well-designed places with high amenity for users

Objective:

To ensure activity centres in the Shire of Mundaring are well-designed places where people enjoy shopping, doing business, and participating in community activities.

Successful and sustainable activity centres are most often characterised by high levels of amenity, an attractive public realm, and investment by individual property owners. These urban design features should also be accompanied by high-quality planning which emphasises pedestrian amenity, accessibility, and integration of uses and activities.

The features described above encourage return visits from shoppers and other visitors to the centres, and contribute to the level of in-centre activity, thus supporting the viability of centres and their activities.

Action Plan 3: Ensure activity centres are well-designed

No.	Action Description
3.1	Encourage new development that contributes positively to the amenity, appearance, accessibility of centres and the community in general, through appropriate planning tools such as structure plans and urban design guidelines. Timeframe: Ongoing Responsibility: Council (planning) Partnerships: Land owners, developers
3.2	Encourage a high-quality public realm through appropriate investment in street furniture, signage, plantings and other physical works and initiatives that add to the appeal of centres. Timeframe: Ongoing Responsibility: Council (planning) Partnerships: n/a
3.3	Advance the preparation of precinct plans described in the Local Planning Strategy for local centres and adjacent areas. Timeframe: Medium-term Responsibility: Council (planning) Partnerships: n/a

Action Plan 4: Maximise local economic development and employment opportunities**Objective:**

Maximise local economic development and employment opportunities in the Shire's activity centres and employment precincts.

The Shire's activity centres and employment areas are vital to economic vitality. As indicated in Chapter 2, industries which typically locate in activity centres and industrial areas are responsible for 77% of jobs and 86% of gross revenue (ABS, Census of Population and Housing, 2011; REMPLAN, 2016).

According to the last ABS Census (2011), 70% of the Shire's residents work outside of the Shire; therefore, it is vital that sufficient land be provided to accommodate any expanding businesses or any potential new business that may seek an activity centre or industrial area location.

Action Plan 4: Maximise local economic development opportunities

No.	Action Description
4.1	<p>Consider opportunities for light industrial and/or service commercial land in planning for the Helena Valley on land that is encumbered by airport noise contours (refer Map 4 in this Strategy).</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers, consultants</p>
4.2	<p>Review the suitability of land in Sawyers Valley (refer Map 3 in this Strategy) for light industrial and/or service commercial uses.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers</p>
4.3	<p>Consult with the MainRoads WA and investigate long-term opportunities for industrial land associated with the proposed Perth to Adelaide National Highway.</p> <p>Timeframe: Long-term Responsibility: Council (planning) Partnerships: MainRoads WA</p>

6 MONITORING AND REVIEW

An important part of the implementation process for Shire of Mundaring Local Commercial Strategy is to ensure that it remains relevant as circumstances change and as new opportunities arise.

Monitoring will allow proper assessment as to how the Strategy is performing and whether or not changes are warranted as a result of new and emerging trends.

Monitoring also enables Council and the community to judge how well and efficiently the Strategy is being implemented. It is important, however, that speed of implementation should not be the sole criterion for success. Most communities seek good quality outcomes and, with a little patience, will be pleased to see on-the-ground results which ensure viable activities and attractive, competitive activity centres.

Council must ensure, therefore, that the Strategy is monitored and reviewed on a regular basis. Some indicators of progress can be readily assessed on an annual basis, while other indicators can be assessed over a longer period, or sooner if important changes are identified in the marketplace.

Indicators for monitoring and review purposes are listed in Table 2. These indicators are based on readily available and relatively inexpensive data, including official data sources, Council planning approvals and commencements data, land use and floorspace surveys, and reference to consultant reports.

Table 2: Indicators for Monitoring Process

Indicator	Source	Comment
1. Activity Centre Floorspace	Department of Planning Land Use and Employment Surveys	The Department of Planning is currently undertaking its latest land use and employment survey. Once completed, prepare a summary of shop and other uses by activity centre and compare with previous versions of the survey.
2. In-centre surveys	In-centre surveys	Undertake a series of short in-centre surveys in the Mundaring Town Centre of businesses and customers on a regular basis (e.g. every one or two years). The survey could cover issues such as the local community's views on the centre, changes in people's perception of the centre as a place to visit, views on competing centres, issues they identify and actions that need doing, trends in employment levels, etc. The surveys would be a helpful reference point in assessing potential impacts of the initiatives contained in the Strategy.
3. Property development proposals and projects	Council records	Track development applications, proposals, and completions through Council data.
4. Retail trading performance	Consultant reports; Property Council; industry liaison	Especially track official sources of data. Note numbers of new or expanded businesses and estimate of new jobs on an annual basis.
5. Increased floorspace provision for shops and services, as well as increased value of buildings and works	Council and ABS data for planning and building approvals, and building completions	This measure uses regular and up-to-date data, and is therefore very useful. Can indicate change in use from shop to other use and vice-versa.
6. Vacancy rates for retail and commercial floorspace and/or tenancies	Land use and floorspace surveys	Can be undertaken at any time. As a guideline, the acceptable retail floorspace vacancy rates average around 5-7% of total retail floorspace for street-based centres. Vacancy rates provide a use measure of general health of a centre.
7. Changes in property values and rates	Council rate records; property industry	Useful indicator, especially as a relative indicator (eg different rate valuations for different centres).
8. Viewpoints on health of centres as expressed by those in property, real estate, retailing, and in other relevant industry sectors	Regular contact with real estate agents, property owners, developers, retail industry, other businesses, business associations, and the wider community.	Possible annual forum organised by Council at a venue for information exchange between property and retail industry, local traders, other businesses and stakeholders, Council and other community representatives.

Source: Essential Economics Pty Ltd

**Schedule of Submissions
Local Commercial Strategy**

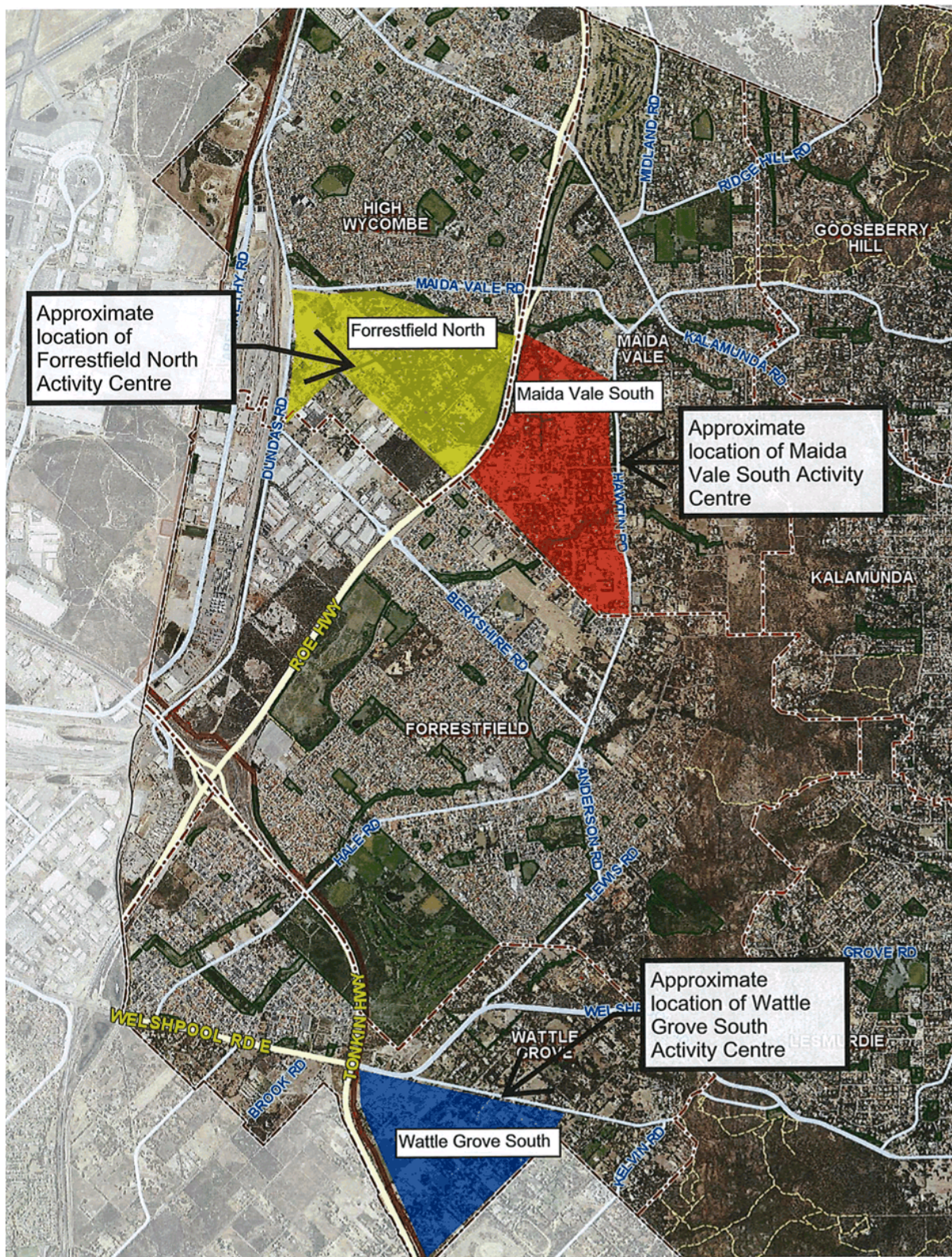
SUBMISSION	COMMENT
1. CCW Children's Fund ATF the Duncraig Shopping Centre Unit Trust	
1. This submission is made for and on behalf of CCW Children's Fund the owner of the Darling Ridge Shopping Centre. CCW Children's Fund is partly owned by the Hawaiian Group.	The submission is noted
2. This submission is made in the context of the following caveats: <ul style="list-style-type: none"> • Hawaiian has only recently purchased this centre and are yet to experience a sufficient period of trading to assess the current and future performance of the centre relative to its capacity. • Hawaiian has not had the opportunity to undertake its own retail modelling for the Darling Ridge Shopping Centre. • Hawaiian has not had the opportunity to consider its longer term objectives and potential redevelopment plans for this centre. 	The submission is noted
3. In light of the above it is very difficult for Hawaiian to provide a comprehensive submission, however, there currently appears to be no objection to the classification of this centre as a Neighbourhood Centre. While it is further described by the draft strategy as a 'Small' Neighbourhood Centre the overarching role/description of the Neighbourhood Centres is supported and the " <i>indicative future retail floor space...(of up to)...6,000m² (including a supermarket)</i> " is similarly supported.	The submission is noted.

SUBMISSION	COMMENT
1. CCW Children's Fund ATF the Duncraig Shopping Centre Unit Trust (cont'd)	
<p>4. In regards to the Action and Implementation Plan section the following comments are provided</p> <p>Action Plan 2 – the need for surrounding higher-density residential</p> <p>In support of the objectives of the Draft Local Commercial Strategy, the Shire of Mundaring Local Planning Strategy and current WA State planning policies it is recommended that Action Plan 2 similarly include the reference for residential development contain in Action Plan 1, item No. 1.4. It is suggested that an additional action item be added to Action Plan 2 to state "Encourage higher-density residential development surrounding" the Neighbourhood Centres. In support of the above Hawaiian would strongly encourage the Shire of Mundaring to progress a review of residential densities as identified in the Shire's Strategic Map and would take this opportunity to propose a precinct plan, or local structure plan, being developed for the walkable catchment surrounding the Darling Ridge Shopping Centre.</p> <p>Action Plan 2 & 3 – consideration of the Collocated Public Open Space</p> <p>In response to Action Plan items 2.5, 2.6 and 3.2 Darling Ridge Shopping Centre is in a unique circumstance where the adjacent public open space should be considered to assist in achieving these objectives and not just the land located with the footprint of the current site. Lot 8938 on Plan 10369, being the Reserve for Recreation located between Ellesmere Road and Morrison Road, is</p>	<p>The Local Planning Strategy recommends:</p> <p><i>Consider developing precinct plans over time for the Swan View (both Marlboro Road/Gladstone Avenue and Morrison Road)...local centres and adjacent areas.</i></p> <p>The purpose of precinct plans is set out in Local Planning Scheme No. 4:</p> <p><i>Precinct Plans may provide detailed guidance on land use and development, subdivision, urban design and streetscapes</i></p> <p>To ensure consistency between the Local Commercial Strategy and Local Planning Strategy, Action Plan 3 of the Local Commercial Strategy should be modified to include the following:</p> <p>3.2 Advance the preparation of the precinct plans described by the Local Planning Strategy for local centres and adjacent areas.</p>

SUBMISSION	COMMENT
<p>1 CCW Children's Fund ATF the Duncraig Shopping Centre Unit Trust (cont'd)</p> <p>significantly underdeveloped and given its strategic and co-located position should be considered by the Shire of Mundaring in the implementation of these action plans to;</p> <p>2.5 – encourage local centres to serve the needs of surrounding residential communities and visitors; 2.6 – consider the potential for a mix of land uses; 3.2 – encourage a high quality public realm.</p> <p>Action Plan 2 & 3 – absence 'Partnerships' with Centre Owners</p> <p>In light of the items raised above it is similarly proposed that in the execution of these actions, the shopping centre owners are always considered a partner to these processes as opposed to applying that 'Partnerships' are not applicable.</p>	<p>This provision is not recommended for inclusion in section 1.4 as proposed by the submitter since Action Plan 1 only relates to the Mundaring Town Centre.</p> <p>The detailed design matters identified by the submitter related to Ellesmere Park would be more appropriately addressed at the precinct planning stage.</p> <p>The preparation of precinct plans or similar e.g. structure plans and local development plans require landowner input e.g. Schedule 2, Part 4, Clause 18 of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 states:</p> <p><i>The local government must, within 28 days of preparing a structure plan or accepting an application for a structure plan to be assessed and advertised...advertise the proposed structure plan...</i></p> <p>It is not considered necessary to replicate legislated and standard planning requirements within the Local Commercial Strategy.</p>

SUBMISSION	COMMENT
2. Shire of Kalamunda	
<p>Thank you for allowing the City of Kalamunda (the City) the opportunity to comment on the Shire of Mundaring's (the Shire) Draft Local Commercial Strategy (the Strategy). The City has the following comments:</p> <ol style="list-style-type: none"> 1. Ensure any retail modelling takes into consideration the City's future growth areas — Forrestfield North, Maida Vale South and Wattle Grove South. Future Centre Plan attached. In terms of scale, Forrestfield North is envisaged to cater for a larger neighbourhood centre with additional retail and commercial uses being leveraged off the future train station, and Maida Vale South and Wattle Grove South are envisaged to cater for typical neighbourhood scale centres servicing their immediate catchment. 2. Take into consideration the extra draw of employment and retail spending to occur at Forrestfield North due to the proximity of the new Forrestfield Train Station and the implications and opportunities this may have for the Shire. 3. Regarding the Helena Valley site identified for potential light industry. There will need be technical investigations undertaken into whether the identified site is an appropriate location for industrial land. Conflict with nearby urban and future urban uses will need to be managed. Traffic will be a major consideration, with potential impact of increased industrial traffic along Midland Road and Kalamunda Road to access the proposed Helena Valley industrial area. Significant traffic impacts on these routes 	<p>The submission is noted</p> <p>The consultant determined that these growth areas would not affect the strategies but reaffirmed the importance of increasing employment self-sufficiency by capturing escape-spending (increasing market shares).</p> <p>The submission is noted.</p> <p>The location referred to in the submission was included in the Local Planning Strategy which was approved by the WAPC in 2013.</p> <p>The Shire's position regarding the Draft North-East Sub-Regional Planning Framework is that it should be consistent with the Local Planning Strategy (2013).</p>

SUBMISSION	COMMENT
3. Shire of Kalamunda (cont'd)	
<p>within the City would not be supported unless an adequate traffic management plan with satisfactory amelioration measures is provided. It is also noted that this area is not identified or foreshadowed within the Western Australian Planning Commission's (WAPC) North-East Sub-Regional Planning Framework.</p>	<p>A recent decision to rezone a portion of Mount Helena from Rural to Urban - not identified for Urban Expansion under the Draft Framework - indicates that the strategies in the Draft Framework may be modified where appropriate to do so.</p> <p>The preparation of technical studies is normally undertaken at more detailed levels of planning.</p>




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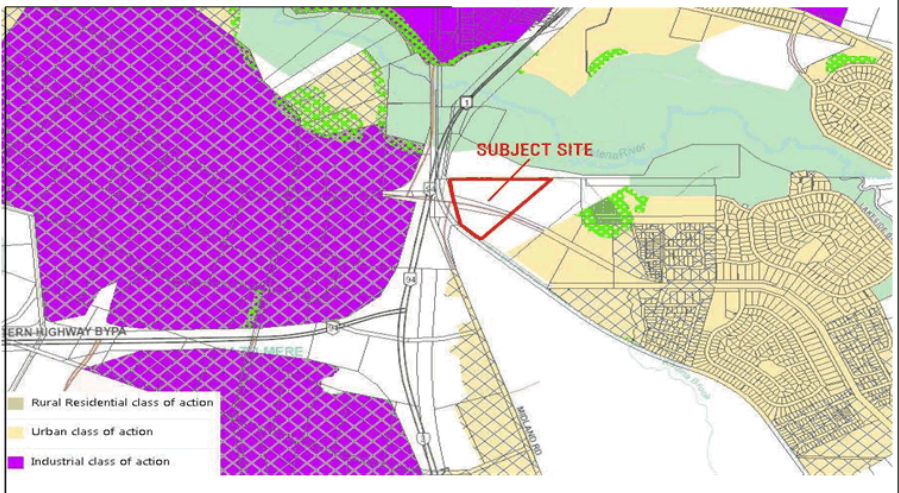
Disclaimer : The Shire of Kalamunda accepts no responsibility for the accuracy of this image



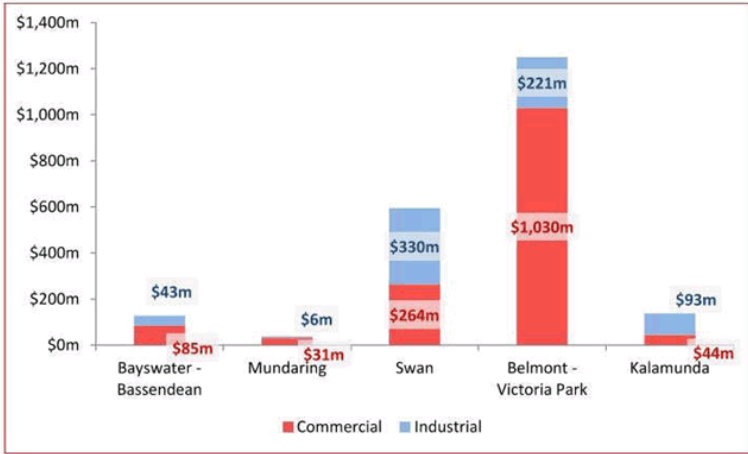
SUBMISSION	COMMENT
3. City of Swan	
1. The City has no objections to the Draft Strategy.	The submission is noted.
4. Dynamic Planning and Developments Pty Ltd	
<p>1. Dynamic Planning and Developments Pty Ltd (DPD) acts on behalf of the landowner (i.e. Dodd and Dodd Pty Ltd) of Lots 5 & 250 (No. 145 & 230) Helena Valley Road, Helena Valley which forms part of a portion of land east of Tonkin Highway that currently retains a 'Rural Residential' zoning under the provisions of the Shire of Mundaring Local Planning Scheme No. 4 (LPS4).</p> <p>This submission has been prepared in response to the Draft Local Commercial Strategy 'Background Report' and 'Strategy and Implementation Plan' which has been published for public comment by the Shire.</p> <p>2. The Draft documents examine the economic and demographic changes likely to affect the Shire over the next 20 years and suggests how to manage these changes and drive economic prosperity. Direction is provided for the growth of the Mundaring Town Centre, North Stoneville townsite, North Parkerville townsite and Helena Valley, as well as the various Neighbourhood and Local Centres, Local Industrial and Service Commercial Centres in the Shire.</p>	<p>The submission is noted.</p> <p>The submission is noted.</p>
<div style="border: 1px solid black; padding: 5px;"> <p>The purpose of this submission is to voice our SUPPORT of the strategic objectives, action and implementation plans identified in the Draft documents.</p> </div>	

SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<p>3. Background</p> <p>The subject site is situated at a unique location being at the junction of not only municipal boundaries (i.e. City of Swan and Shire of Mundaring) but also Roe Highway, being a 'Primary Regional Road (PRR)' category road network in the context of the Metropolitan Region Scheme (MRS) and Helena Valley Road. Attachment 1 / Figure 1 below illustrates the subject site in the context of the above.</p>  <p>Figure 3 – Zoning Context of Subject Site</p> <p>There has been significant change in land use occurring within the immediate locality from its traditionally rural / rural-residential character to urban and industrial land uses. Specifically, the following key factors are noted:</p> <ul style="list-style-type: none"> Shire of Mundaring LPS4 has assigned urban zonings to the majority of land east of the subject site, this being a 'Residential' or 'Development' zone. This urban zoning is consistent with the classification of these land parcels as 'Urban' under the provisions of the MRS. 	<p>The submission is noted.</p>

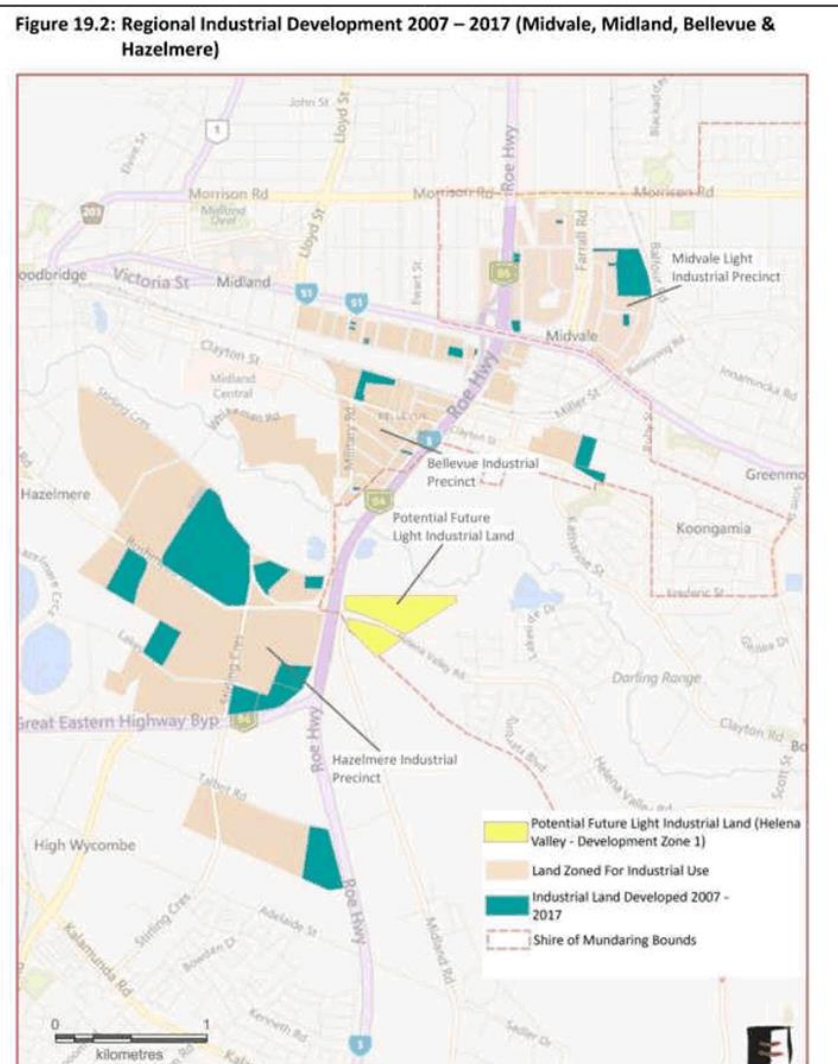
SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<ul style="list-style-type: none"> • The subject site is zoned 'Rural Residential' under the provisions of LPS4. • The majority of land immediately west of the subject site / Roe Highway has been designated for 'Industrial' (i.e. Hazelmere industrial estate) under the provisions of the City of Swan LPS17. • Helena Valley Road east of the portion currently reserved as PRR is identified as a 'Important Local Roads' reserve under the Shire of Mundaring LPS4. • The north-east sub-region planning framework associated with the <i>Draft Perth and Peel @ 3.5million (May 2015)</i> identifies potential future industrial use / land at Bullsbrook (incorporating North Ellenbrook), Hazelmere South and Wattle Grove. These areas total more than 2,700 hectares and are classified as either industrial expansion or industrial investigation. The amount of additional land identified for industry has been based on an average projected demand for industrial land within the sub-region of 78.2 hectares per year, which equates to an overall demand of approximately 2,815 hectares to 2050. • In July 2015, DPD made a submission to the WAPC in response to the <i>Draft Perth and Peel @ 3.5 million (May 2015)</i> seeking consideration of the subject site for inclusion as an 'Industrial Investigation' designation area. An industrial designation was favoured in light of the site's proximity to the Hazelmere industrial estate and the land use implications associated with the effect of the Perth Airport Australian Noise Exposure Forecast (ANEF). • In May 2016, DPD made a submission to the WAPC in response to the <i>Draft Perth and Peel Green Growth Plan for 3.5 million</i> seeking consideration of the subject site for inclusion as a 'Industrial class of action' area – refer Figure 2 below. As noted above, an industrial designation was favoured in light of the established industrial areas as illustrated in the purple areas of Figure 2. 	

SUBMISSION	COMMENT
<p>4. Dynamic Planning and Developments (cont'd)</p>  <p>Figure 2 – Current Draft Class of Action mapping (Source: E-Spatial Green Growth Plan mapping)</p> <p>4 Key Findings of Draft Local Commercial Strategy</p> <p>The Draft Local Commercial Strategy 'Background Report' and 'Strategy and Implementation Plan' raise a number of key facts and figures relevant to the subject site. These key facts and figures relevant to the subject site are summarised below:</p>	<p>The submission is noted.</p>

SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<p>5. Background Report:</p> <ul style="list-style-type: none"> • The Shire of Mundaring's existing Local Commercial Strategy was adopted in 1992. Since that time the State Government planning context has changed significantly with respect to urban growth principles, planning policies and consideration of commercial centres. • An updated Local Commercial Strategy is now required which provides a contemporary strategic policy framework, while also reflecting the unique settlement patterns and issues relevant to the Shire of Mundaring. • At present, only a very limited supply of 2.6ha of vacant employment land (ie. Light industrial and service commercial) exists. As a result, only limited opportunities are available for attracting new business to the Shire that require industrial or service commercial land. In addition, very limited scope exists for existing businesses to expand. Consequently, future land for the industrial/service commercial zones are required. Areas to consider include: <ul style="list-style-type: none"> ○ The 'Stonehouse Site' in Sawyers Valley ○ Land in the Helena Valley encumbered by airport noise contours ○ In the longer-term, land in proximity to the planned future Orange Route. • The Shire of Mundaring is not a major location for investment in commercial or industrial development, as illustrated in data relating to the value of commercial/industrial building approvals shown in Figure 8.2. • Land in the Development Zone 1 area that is subject to the aircraft noise constraints was recommended for future Light Industrial/Service Commercial land uses in Helena Valley Land Use Study (2013) undertaken by RPS. Employment land could provide an appropriate transition between Hazelmere 	The submission is noted.


SUBMISSION	COMMENT																								
4. Dynamic Planning and Developments (cont'd)																									
<p>(heavy) industrial precinct and suburban residential area further east and south on Helena Valley Road.</p> <p>This area contains approximately 15.8ha of relatively flat and unencumbered land.</p> <p>Having regard for the following factors, the Helena Valley land is well located for light industrial/service commercial uses:</p>																									
<p>Figure 8.2: Value of Commercial and Industrial Building Approvals, July 2011 – February 2017 by Statistical Area 3</p>  <table><thead><tr><th>Statistical Area 3</th><th>Commercial (\$m)</th><th>Industrial (\$m)</th><th>Total (\$m)</th></tr></thead><tbody><tr><td>Bayswater - Bassendean</td><td>\$85m</td><td>\$43m</td><td>\$128m</td></tr><tr><td>Mundaring</td><td>\$31m</td><td>\$6m</td><td>\$37m</td></tr><tr><td>Swan</td><td>\$264m</td><td>\$330m</td><td>\$594m</td></tr><tr><td>Belmont - Victoria Park</td><td>\$1,030m</td><td>\$221m</td><td>\$1,251m</td></tr><tr><td>Kalamunda</td><td>\$44m</td><td>\$93m</td><td>\$137m</td></tr></tbody></table> <p>Source: ABS, Building Approvals, ABStat</p>		Statistical Area 3	Commercial (\$m)	Industrial (\$m)	Total (\$m)	Bayswater - Bassendean	\$85m	\$43m	\$128m	Mundaring	\$31m	\$6m	\$37m	Swan	\$264m	\$330m	\$594m	Belmont - Victoria Park	\$1,030m	\$221m	\$1,251m	Kalamunda	\$44m	\$93m	\$137m
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SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<ul style="list-style-type: none"> ○ Well located with respect to major transport routes including the Roe Highway and Great Eastern Highway. ○ Proximity to major existing industrial areas in Hazelmere and Midland. ○ Proximity to airport. ○ Demonstrable demand for industrial land in the surrounding area of more than 7ha per annum over the past decade. <p>In addition, the constraints placed on the land due to the airport noise contours mean that it cannot be developed for residential purposes.</p>	



SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
6. Strategy & Implementation Plan:	<p>6. The Local Planning Strategy recommends:</p> <p>“Investigate potential rezoning of land north and south of Helena Valley Road and within the ANEF 25 contour from Rural to Urban under the MRS, to accommodate service commercial and light industry uses suitable for a mixed business precinct that are consistent with State Planning Policy 5.1 Land Use Planning in the Vicinity of Perth Airport and to provide development which is of a high quality design to provide an attractive entrance to Helena Valley.”</p> <p>Should the applicant wish to progress an amendment to the Metropolitan Region Scheme, discussions with the applicant and Department of Planning, Lands and Heritage would be anticipated.</p> <ul style="list-style-type: none"> The Shire of Mundaring contains two locations that contain both light industrial and service commercial land: Midvale and in Mundaring. Combined, these areas contain 63ha of Light Industrial Zoned land and 16.5ha of Service Commercial Zoned land.

SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<p>At present, only a very limited supply of 2.6ha of vacant employment land (ie. Light industrial and service commercial) exists. As a result, only very limited opportunities are available for attracting new business to the Shire that require industrial or service commercial land. In addition, very limited scope exists for existing businesses to expand.</p> <p>Consequently, future land for the industrial/service commercial zones is required. Areas to consider include:</p> <ul style="list-style-type: none"> ○ The 'Stonehouse Site' in Sawyers Valley o Land in the Helena Valley encumbered by airport noise contours. <p>These locations are shown in Map 3 and 4</p>	

SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<p>Map 4: Potential New Local Industrial/Highway Service Centres</p>  <p>Produced by Essential Economics using MapInfo, StreetPro and Nearmap</p> <ul style="list-style-type: none"> • Action Plan 4: Maximise local economic development and employment opportunities. 	

SUBMISSION	COMMENT							
4. Dynamic Planning and Developments (cont'd)								
<table><tr><th>Centre Hierarchy/Centre</th><th>Role/Description</th><th>Examples of Centre Features</th></tr><tr><td>Light Industrial / Service Commercial Centres<ul style="list-style-type: none">• Mundaring Employment Precinct• Midvale Light Industrial and Service Commercial Precinct• <i>Potential Future</i> Helena Valley Employment Precinct• <i>Potential Future</i> Sawyers Valley Employment Precinct</td><td>Light Industrial / Service Commercial Centres typically comprise a mix of business areas are <u>important</u> employment hubs for the Shire of Mundaring and surrounding region. These centres provide for a range of industrial, bulky goods, service orientated business that would not typically be provided in activity centres.</td><td>Examples of services and facilities provided in Light Industrial / Commercial Service Centres:<ul style="list-style-type: none">• <u>Industrial</u>: All forms of industrial activities including manufacturing, service industry, warehousing, transport & logistics etc.• <u>Bulky goods retail</u>: Including large format homemaker retailing and showrooms providing there is direct access and exposure to major highways or roads.• <u>Trade supplies</u>: Including large and small format showrooms supplying trade supplies to businesses• <u>Retail</u>: Limited supply of local convenience retail to service the surrounding employment areas and passing traffic (if on a major highway or road) only.</td></tr></table>		Centre Hierarchy/Centre	Role/Description	Examples of Centre Features	Light Industrial / Service Commercial Centres <ul style="list-style-type: none">• Mundaring Employment Precinct• Midvale Light Industrial and Service Commercial Precinct• <i>Potential Future</i> Helena Valley Employment Precinct• <i>Potential Future</i> Sawyers Valley Employment Precinct	Light Industrial / Service Commercial Centres typically comprise a mix of business areas are <u>important</u> employment hubs for the Shire of Mundaring and surrounding region. These centres provide for a range of industrial, bulky goods, service orientated business that would not typically be provided in activity centres.	Examples of services and facilities provided in Light Industrial / Commercial Service Centres: <ul style="list-style-type: none">• <u>Industrial</u>: All forms of industrial activities including manufacturing, service industry, warehousing, transport & logistics etc.• <u>Bulky goods retail</u>: Including large format homemaker retailing and showrooms providing there is direct access and exposure to major highways or roads.• <u>Trade supplies</u>: Including large and small format showrooms supplying trade supplies to businesses• <u>Retail</u>: Limited supply of local convenience retail to service the surrounding employment areas and passing traffic (if on a major highway or road) only.	
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<p><u>Objective:</u></p> <p>Maximise local economic development and employment opportunities in the Shire's activity centres and employment precincts.</p> <p>The Shire's activity centres and employment areas are vital to economic vitality. As indicated in Chapter 2, industries which typically locate in activity centres and industrial areas are responsible for 77% of jobs and 86% of gross revenue (ABS, Census of Population and Housing, 2011; REMPLAN, 2016).</p> <p>According to the last ABS Census (2011), 70% of the Shire's residents work outside of the Shire; therefore, it is vital that sufficient land be provided to</p>								

SUBMISSION	COMMENT								
4. Dynamic Planning and Developments (cont'd)									
<p>accommodate any expanding businesses or any potential new business that may seek an activity centre or industrial area location.</p> <p>In summary, we applaud the content, direction and action plan of the Draft Local Commercial Strategy. Specifically, the opportunities identified for the subject site and immediate locality are consistent with independent economic and urban planning investigations that have been undertaken by the proponent in recent times which have similarly recognised the potential and value of the locality within the strategic context of the Shire. In light of the above, the following key points are noted:</p> <p>Action Plan 4: Maximise local economic development opportunities</p> <table border="1"> <thead> <tr> <th data-bbox="495 675 539 691">No.</th><th data-bbox="600 675 745 691">Action Description</th></tr> </thead> <tbody> <tr> <td data-bbox="495 707 528 722">4.1</td><td data-bbox="600 707 1317 850"> <p>Consider opportunities for light industrial and/or service commercial land in planning for the Helena Valley on land that is encumbered by airport noise contours (refer Map 4 in this Strategy).</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers, consultants</p> </td></tr> <tr> <td data-bbox="495 866 528 882">4.2</td><td data-bbox="600 866 1261 986"> <p>Review the suitability of land in Sawyers Valley (refer Map 3 in this Strategy) for light industrial and/or service commercial uses.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers</p> </td></tr> <tr> <td data-bbox="495 1002 528 1018">4.3</td><td data-bbox="600 1002 1317 1121"> <p>Consult with the MainRoads WA and investigate long-term opportunities for industrial land associated with the proposed Orange Route.</p> <p>Timeframe: Long-term Responsibility: Council (planning) Partnerships: MainRoads WA</p> </td></tr> </tbody> </table>	No.	Action Description	4.1	<p>Consider opportunities for light industrial and/or service commercial land in planning for the Helena Valley on land that is encumbered by airport noise contours (refer Map 4 in this Strategy).</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers, consultants</p>	4.2	<p>Review the suitability of land in Sawyers Valley (refer Map 3 in this Strategy) for light industrial and/or service commercial uses.</p> <p>Timeframe: Short-term Responsibility: Council (planning) Partnerships: Land owners, developers</p>	4.3	<p>Consult with the MainRoads WA and investigate long-term opportunities for industrial land associated with the proposed Orange Route.</p> <p>Timeframe: Long-term Responsibility: Council (planning) Partnerships: MainRoads WA</p>	
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SUBMISSION	COMMENT
4. Dynamic Planning and Developments (cont'd)	
<p>Conclusions and Suggested Actions</p> <ul style="list-style-type: none"> • We are entirely supportive of the strategic objectives, actions and implementation plans identified in the Draft Local Commercial Strategy 'Background Report' and 'Strategy and Implementation Plan' • The Shire's administration is encouraged to facilitate the timely adoption of the Draft Local Commercial Strategy and delivery of the document to the Western Australian Planning Commission. • The Shire's administration is encouraged to consider the commencement of a Scheme Amendment to LPS4 to formalise the actions contained in the Draft Local Commercial Strategy Action Plan, including those associated with creating additional industrial land at the subject site. Should this necessitate a MRS amendment, it is recommended the Shire in consultation with DPD commence a unified liaison towards the WAPC. 	

10.5 Submission to WALGA on Third Party Appeal Rights on Development Assessment Panel Decisions

File Code	PS.DEV 12.10
Author	Christopher Jennings, Senior Strategic Planning Officer
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. WALGA - outcomes of consultation ↓ 2. WALGA - discussion paper ↓

SUMMARY

Western Australian Local Government Association (WALGA) is seeking feedback from member councils on third party appeals on Development Assessment Panel (DAP) decisions.

Council is requested to advise WALGA that it does not support third party appeals rights for decisions made by DAPs.

BACKGROUND

ACRONYM/ABBREVIATION	MEANING
DAP	Development Assessment Panels
LPS4	Local Planning Scheme No. 4
RAR	Responsible Authority Report
Regulations	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
SAT	State Administrative Tribunal
TPAR	Third Party Appeal Rights
WALGA	Western Australian Local Government Association
WAPC	Western Australian Planning Commission

Development Assessment Panels

In 2009, the WAPC began a reform process to improve land use planning and development systems in Western Australia: *Planning Makes It Happen – a blueprint for reform*.

Among these reforms was the introduction of DAPs and establishing a position that:

The current provisions for third party inclusion in rights of review before SAT are considered to be appropriate and there is no intention to widen the scope of third party appeal rights.

The intention of DAPs was to enhance planning expertise in decision-making by improving the balance between technical advice and local knowledge.

Since their introduction, DAPs have received criticism – primarily due to the perceived lack of transparency in decision making.

The table below shows that DAPs' presiding members and Industry generally believe that DAPs have improved the transparency of decision-making whereas local governments and some panel members do not (source: *Review of the Development Assessment Panels*, WAPC, September 2013).

Survey Question	Survey group	Per cent favourable	Per cent neutral	Per cent unfavourable
DAPs has improved the transparency of decision making	Presiding members	89	11	0
	Panel members	33	41	26
	Industry	100	0	0
	Local government	13	47	40
	Overall	42	35	24

The establishment of DAPs and the criticism they have received have caused WALGA to revive discussions of TPARs.

Third Party Appeal Rights

Currently, rights exist for applicants to appeal planning decisions made by decision-making authorities (e.g. Development Assessment Panels). These rights do not generally extend to third parties i.e. persons/groups/organisations/businesses/agencies etc who are not the decision-maker or applicant. TPARs exist in very limited circumstances e.g. where allowed by a local law, old local planning schemes or as part of the SAT review process.

WALGA is seeking feedback from member councils on a limited kind of TPARs – TPARs on DAP decisions (see Attachments).

The current position of WALGA's is outlined in its Advocacy Position Statement:

Local Government does not support the introduction of Third Party Appeal rights.

Following consultation with the local government sector about TPARs, it was found that:

“submissions received [were] closely divided between support for some form of Third Party Appeals and opposition to their introduction”

“The range of options and ideas presented were incredibly varied, and there was no clear consensus on the form and/or scope any such rights should take.”

Accordingly, a workshop was held with interested participants to explore a possible model. As a result of those discussions (and a vote), WALGA is requesting member councils consider the following preferred model;

Support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels.

Although WALGA is seeking input on the above position, the outcome of the workshops indicate no clear consensus was achieved on the preferred model. This report recommends that Council advise WALGA that it does not support TPARs on DAP decisions for the reasons set out under the Comment section of the report.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

SUSTAINABILITY IMPLICATIONS

This report's recommendation intends to improve representativeness in decision-making and avoid financial and efficiency costs to the Shire. The sustainability implications the recommendation intends to uphold therefore includes:

- Meeting the needs of the broader community now and into the future;
- Enhancing community access to council information, activities and decision-making;
- Providing opportunities for ongoing community involvement and ownership; and
- Effectively consulting and actively engaging the community in decision-making.

RISK IMPLICATIONS

Risk: Interruption to Service, Compliance, Financial Impact.

TPARs on DAP decisions could have substantial financial impacts on the Shire where the Shire is the appellant, where officer time is spent responding to appeals and where third party engagement processes are essentially duplicated. In these scenarios, interruption to service levels would be anticipated.

The WALGA report on issues arising from TPARs on DAPs also raises concern about the limited interests and intentions of third parties and removal of decision-making further from the local level at the cost of transparency. Consequently, reasonable doubt is raised about the ability of TPARs to deliver compliance with policy and the local planning scheme.

Refer to 'Comment' section of report.

Likelihood	Consequence	Rating
Likely	Major	High
Action / Strategy		
Advise WALGA that Council does not support Third Party Appeal Rights for decisions made by Development Assessment Panels (DAP)		

EXTERNAL CONSULTATION

Nil

COMMENT

Issues

The following is a summary of issues related to TPARs identified by WALGA in its discussion paper *Third Party Rights in Planning* (attached)

Advocacy for TPARs tends to be on the basis that they:

- Include the community as a stakeholder in the decision-making process;
- Deliver better planning decisions as a result of the greater community input;
- Encourage developers to engage with the community; and
- Improve public transparency of decisions.

Opposition to TPARs tends to be on the basis that they:

- Allow parties without a direct interest in the decision to influence the outcome;
- Shift decision-making further away from local governments and reduce transparency;

- Duplicate current processes for public consultation and encourage short-term adversarial rather than long-term collaborative decision making;
- Favour socio-economically advantaged sections of the community, raising doubts over equity;
- Open the possibility of appeals being lodged for vexatious or commercial interests rather than genuine planning matters leading to inefficiencies in the planning system;
- Can be for applications which are deemed refused due to resource constraints; and
- Inadvertently cause the community to believe that objections to a proposal will necessarily result in refusal of applications.

Implications

The introduction of TPARs against DAP decisions could have a number of other potential implications on Council and the Shire, some of which are set out below.

Current representativeness

The planning system provides for the involvement of third parties in applications determined by DAPs in the following ways:

1. Schedule 2, Part 8, Clause 64 of the Regulations requires planning applications to be advertised for public comment. Valid concerns must be given due regard prior to making a decision and deputations can be made as part of this process;
2. If an appeal is initiated by the applicant, SAT allows for the involvement of third parties in the following circumstances:
 - a. Being called as a witness by the respondent;
 - b. Making submissions under section 242 of the Planning and Development Act 2005 which states:

The State Administrative Tribunal may receive or hear submissions in respect of an application from a person who is not a party to the application if the Tribunal is of the opinion that the person has a sufficient interest in the matter.

- c. Intervening under section 37(3) of the *State Administrative Tribunal Act 2004* which states

The Tribunal may give leave at any time for a person to intervene in a proceeding on conditions, if any, that the Tribunal thinks fit.

- d. Possible participation in mediation.
3. RARs are prepared by local government officers using local and state legislation, policy, strategies and guidelines (e.g. LPS4, Local Planning Strategy, Directions 2031, North-East and operational policies/State Planning Policies of the WAPC etc).

These documents are subject to extensive public advertising and input. For example, LPS4 received 254 submissions in its first round of consultation and over 300 submissions in the second round of consultation. Each submission and the recommendation related to each submission has been considered by Council and the Minister which are public representatives.

Some policies, such as the Shire's Advertising Planning Applications Policy, have been prepared specifically to ensure that public involvement is a standard part of the decision-making process. This Policy states that its purpose is to:

Establish a balance between the need for the community to be informed of, and have reasonable opportunity for input into planning proposals...

This policy will also apply to planning applications referred to the Shire for which Council is not the final decision making authority. This includes Development Assessment Panels or development applications that may be determined by the Western Australian Planning Commission.

That is, third parties have input into the planning instruments used to assess DAP applications and some of those instruments directly relate to facilitating third party input into decision-making.

It is therefore considered that appropriate opportunities exist within the current framework for third party involvement in applications.

Representativeness may be compromised should TPARs against DAP decision be implemented – refer to "Issues" section above and sections below.

State / Local Representation

A useful scenario to consider is where:

1. an RAR is prepared by Shire officers;
2. Council makes a recommendation contrary to the RAR; but
3. JDAP adopts the recommendation of the original RAR.

If TPARs existed, Council could subsequently appeal JDAP's decision and have the decision reviewed by the SAT.

In this scenario, Shire staff could not defend Council's alternate appeal. Council would therefore have to engage lawyers/planning consultants to pursue the appeal at significant cost.

If the intent of TPARs is to give greater representation to local views more generally, given the above scenario, it would - in practise - be less likely accommodate those views which cannot be legally or technically sustained from a planning perspective and result in significant expenditure of public funds.

It therefore would be appropriate for Council to advise WALGA that it has concerns with the proposed model and recommend investigating changes to the DAP processes by increasing its local government membership, rather than consider the introduction of TPARs.

Workloads

When a decision of Shire/Council/WAPC is appealed to SAT, Shire costs are incurred in the form of officer time preparing the RAR and/or consultant/legal fees. Involvement in TPARs would increase officer workloads and consume more Shire resources – having a direct effect on service levels and the resources required to deliver the service levels.

Conclusion

The views of third parties are sufficiently accommodated within the existing planning framework.

Under WALGA's proposal, the views of third parties would be heard by SAT. However, this is unlikely to substantively add weight or representation to local views.

Rather, TPARs for DAP decisions have the potential to detriment representative decision-making and create inefficiencies and costs to Shire administration without delivering noticeable benefits.

Therefore, it is recommended that Council resolve to advise WALGA that it does not support the introduction of TPARs for DAP decisions and forward a copy of this position to the WAPC.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Advises Western Australian Local Government Association (WALGA) that it does not support Third Party Appeal Rights for decisions made by Development Assessment Panels (DAP) as:
 - a. Views of third parties are sufficiently represented in the planning process under existing legislation and policies;
 - b. It will not necessarily improve the Development Assessment Panel decision-making to reflect 'local views' as the State Administrative Tribunal (SAT), a State agency, would likely be responsible for overseeing third party appeals and - in practice – SAT gives less weight to local views that cannot be legally or technically sustained from a planning perspective;
 - c. The concept has the potential to increase administrative and legal costs for local governments;
2. Advises WALGA that it recommends WALGA investigate increasing local government membership in Development Assessment Panels, rather than advocate for the introduction of Third Party Appeal Rights.



Outcomes of Consultation

Third Party Appeal Rights in Planning



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1.0 In Brief

At its September 2017 meeting, State Council noted that there is increased support for the introduction of some form of Third Party Appeal Rights in Planning in Western Australia. State Council requested that:

1. Further consultation with members be undertaken on the various concerns and suggestions which were raised in response to WALGA's *Third Party Appeal Rights in Planning Discussion Paper* ([link](#)); and
2. A review of the various forms of third party appeal rights which were proposed by members to develop a preferred model.

Two workshops were held on 1 November 2017, and a webinar held on 9 November 2017. This paper will discuss the outcomes of the consultation.

2.0 Background

In December 2016, WALGA State Council resolved to undertake research on third party appeals around Australia and further consult with members regarding the current policy position. The Association prepared a discussion paper which provided background on the development of WALGA's current policy position and a review of the arguments both for and against third party appeals which was circulated to the Local Government sector for comment and feedback.

The feedback received from members was presented to State Council at its 8 September 2017 meeting, where it was resolved that (92.9/2017) -

1. *State Council notes that there is increased support for the introduction of some form of Third Party Appeal rights.*
2. *WALGA undertakes further consultation with members on Third Party Appeal Rights, including Elected Member workshops, discuss the various concerns and suggestions raised in response to the discussion paper, the form and scope of any such appeal right should include the appropriate jurisdiction including JDAPS, SAT and WAPC to determine a preferred model.*
3. *The findings to be distributed for comment and the Item then be reconsidered by State Council.*
4. *WALGA continue to advocate that an independent review of decision making within the WA planning system is required, including the roles and responsibilities of State and Local Government and other decision making agencies, Development Assessment Panels and the State Administrative Tribunal appeal process.*

3.0 Consultation

The submissions received on the discussion paper were closely divided between support for some form of Third Party Appeals and opposition to their introduction. Further, amongst the submissions in favour of Third Party Appeals, the level of support varied from limiting its application to specific circumstances, such as DAP decisions, to broad appeal rights similar to the Victorian system. The range of options and ideas presented were incredibly varied, and there was no clear consensus on the form and/or scope any such rights should take.



This feedback was collated into four options which broadly capture the range of responses in support of Third Party Appeals. These four options were then used to guide workshop discussions. The options discussed, from narrowest to most broad, are as follows:

1. **Support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels:** Under this system, third party appeals would be broadly similar to the New South Wales system ([link](#)) whereby appeal rights are limited to uses such as major developments where the development is high impact and possibly of state significance. This would include the ability to appeal amendments to an existing approval.
2. **Support the introduction of Third Party Appeal Rights for decisions where discretion has been exercised under the R-Codes, Local Planning Policies and Local Planning Schemes:** Under this system, third party appeals would be broadly similar to the Tasmanian system ([link](#)) whereby third party appeals are limited to development applications where discretion has been exercised. This would include the ability to appeal an amendment to an existing approval.
3. **Support the introduction of Third Party Appeal Right against development approvals:** Including all development application approvals made by Local Governments, JDAPs and the Perth DAP, MRA or WAPC. This would include appeal rights for affected neighbours and community groups for applications and the ability to appeal amendments to an existing approval.
4. **Support the introduction of Third Party Appeal Rights against development approvals and/or the conditions or absence of conditions of an approval:** Under this system, third party appeals would be broadly similar to the Victorian system ([link](#)) whereby the provision of third party appeal rights cover most development applications and the use of, or lack of, any conditions being imposed. This would include the ability to appeal an amendment to an existing approval.
5. **Other** – as a range of options were provided by members, any alternate versions to the above, or combination of the above could be proposed, including maintaining WALGA's current policy position of not supporting Third Party Appeal Rights.

It should be noted that any form of Third Party Appeals which could be introduced into the Western Australian planning system would need to include criteria that:

- Ensures that appeals are only made on valid planning grounds and are not made for commercial or vexatious reasons.
- Limits Third Party Appeals Rights to those parties which previously made a submission on that development application during the advertising period.
- Require a short window in which to appeal (for example 14 days).

The exact details of such criteria would need to be established before any system of Third Party Appeals in Planning is implemented, however the focus of the workshops was to discuss the possible scope and form any such appeal rights should take in order to determine a preferred model.



The workshops followed a 'market place' format, whereby each of the options had its own table and facilitator to guide discussion. Workshop participants circulated between tables so that they could discuss the strengths and weaknesses of each option. There was also an opportunity for participants to provide a 'fifth option' if they had a preferred model which was not captured by the four options provided. Webinar participants were presented and provided an opportunity to discuss each option, and were given the opportunity to present their own preferred models.

During the workshops, there was a general consensus on the benefits that the introduction of Third Party Appeal Rights would provide. These included:

- Greater accountability of decision-makers, including Local Government, Development Assessment Panels and the State;
- Greater transparency in the planning decision-making process;
- Improved consultation by applicants;
- Increased community confidence in the planning system and planning decisions; and
- More equity between applicants and appellants.

There was also general agreement on areas of concern should some form of Third Party Appeals be introduced. These included:

- Increased costs, in terms of both staff resources and financial requirements;
- More time required for a development to receive a planning approval in order to allow for third party appeals;
- Introduction of Third Party Appeal Rights would be counter to current efforts to streamline the planning process;
- Introduction of Third Party Appeal Rights would create uncertainty for the development industry;
- Removal of decision making power from Local Government;
- Raises community expectations which may not be met in practice;
- Creates an adversarial/litigious environment around planning decisions; and
- Introduction of Third Party Appeals does not address most of the underlying concerns regarding the current planning system.

It was also clear from the discussions that any system of Third Party Appeals would need to be carefully constructed and provide clear guidance on several issues, including:

- When and how a third party can lodge an appeal, and the types of appeals that would be supported;
- Ensuring appeals are only lodged for proper planning grounds, and not for vexatious or competitive purposes;
- Whether 'deemed-to-comply' decisions would be appealable; and
- Would third party appellants be provided some form of 'legal aid' to assist in lodging appeals, to keep the process from being cost prohibitive?

A complete list of comments for each option, as well as possible modifications and suggested 'Fifth Options' is included in **Attachment 1**.

After reviewing all of the options and discussing the advantages and disadvantages of each, participants were asked to vote for their preferred model. Voting was via secret ballot for workshop attendees and via confidential messaging for webinar participants. Participants were also asked to indicate whether they were Elected Members or Officers, so that the results could be captured separately.



3.1 Voting and Preferred Model

In total, 30 votes were cast by participants, 27 by officers and three by Elected Members.

A breakdown of the votes are as follows:

- **Option 1** = 9 votes
- **Option 2** = 6 votes
- **Option 3** = 3 votes (includes 2 Elected Member votes)
- **Option 4** = 1 vote (includes 1 Elected Member vote)
- **Option 5** = 11 votes

It must be noted that although Option 5 received the most votes, this option allowed members to provide their own Third Party Appeal Rights model. Subsequently, of the 11 votes for Option 5, six of these votes were in support of no Third Party Appeal Rights of any kind, while the remaining five votes were each for differing versions of Third Party Appeal rights which those participants supported.

As such, the option which received the greatest level of clear support was Option 1 in support of the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels. A summary of the most common remarks, both for and against, is provided below (for a complete list see Attachment 1).

Option 1: Third Party Appeal Rights for decisions made by Development Assessment Panels

For	Against
Local Government would be able to appeal a DAP decision and defend the merits of their policies and enforceability of their conditions.	Will still require increased staff and resources.
Addresses community concerns that decisions are being made 'removed' from the local community, leading to improved community confidence in the system.	Possibility that the minister could remove Elected Members from DAPs if Local Government can appeal anyway. Possible conflict of interest for Elected Member panellists.
More transparent process with more accountable DAP members, in both decision making and condition setting.	Elected Members may be pressured to initiate an appeal, rather than the community initiating an appeal.
Could allow for appeal on conditions that may have been removed from a RAR.	Reduces certainty in the decision making process.
A good first stage approach for the introduction of Third Party Appeal Rights - could be expanded later.	Possibility for more than one person to want to appeal - how to manage multiple appeals/appellants, and determine degree of impact?
Limits appeal rights to larger, more complex applications and would filter out 'smaller' impact applications which could potentially overburden system.	Only applies to DAP determinations, does not include applications for \$2-\$10 million that are determined by Council. If applicant does not opt in to DAPs then they avoid Third Party Appeal Rights.



May rarely be used in rural areas, is almost the status quo.	Could undermine the reason for DAPs being set up originally.
Likely that more applications will be decided by Council.	Adds another layer to an already complex system.

As can be seen, Option 1 generated strong arguments both for and against the introduction of Third Party Appeal Rights, even in limited scope.

4.0 Feedback Sought and Next Steps

As noted, the purpose of the consultation was not to develop the full details and criteria by which any system of Third Party Appeal Rights in Planning would operate, but to determine a preferred model for any proposed rights.

As such, the Association is requesting that members consider the following as the preferred model for Third Party Appeal Rights in Planning in Western Australia:

Support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels

Members are requested to advise their support or otherwise of this model of Third Party Appeal Rights by Council Resolution, to be returned to the Association no later than **15 March 2018**.

Upon receipt of the resolutions, the outcome will be reported back to State Council.

Council resolutions can be sent to the Planning and Development Team via email at planning@walga.asn.au or by mail to WALGA directly at PO Box 1544, West Perth WA 6872, Attention Planning and Development Team.

Any questions or comments can be sent to the above email or call on 9213 2000 to discussion with a member of the Team.



5.0 Attachment 1: Third Party Appeals Workshops and Webinar collected comments

Workshops attendance: 40 Attendees, 35 Local Government Officers, and 5 Elected Members, from 25 Local Government areas including:

- City of Stirling
- City of Wanneroo
- City of Vincent
- City of Subiaco
- City of Fremantle
- City of Kalamunda
- City of Cockburn
- City of Belmont
- City of Bayswater
- City of South Perth
- City of Rockingham
- City of Mandurah
- City of Joondalup
- Town of Mosman Park
- Town of Cambridge
- Town of East Fremantle
- Town of Cottesloe
- Shire Wyndham East Kimberley
- Shire of Wongan
- Shire of Beverley
- Shire of Toodyay
- Shire of Serpentine Jarrahdale
- Shire of Peppermint Grove
- Shire of Albany
- Shire of Kalgoorlie-Boulder

Option 1 Comments

Pros

- Local Government would be able to appeal a JDAP decision + can defend the merits of their policies created (developed under construction) - and enforceability of the conditions.
- Could address community concerns that decisions are made 'removed' from the local community – more influence in the process.
- Confidence in the decision making process - reinstate community confidence in the decision making process - different at each Local Government depending on the make-up/location.
- More transparent process + more accountable JDAP members, in decision making + condition setting.
- Community members can appeal decisions.
- Form 2's included in the process - ability to appeal the amendment + the conditions setting.
- More applications will come back to council.
- Legal nexus between Local Government /State policies + decision making -> TPAR would give this.
- Spread the costs between the applicants/developers/appellants/third parties.
- Could appeal on conditions that may have been removed from a RAR - (i.e. cash-in-lieu conditions removed from RAR).
- Submissions of more compliant applications /outcomes of better developments -> possible costs and time savings for developers.
- 1st stage approach for TPAR - could be expanded later.
- Community satisfaction that JDAPs' can be appealable - feeling of loss of inclusion in the process.
- Community can appeal to JDAP to enable better transparency of decisions.



- Local Government can appeal a decision (particularly when RAR is overturned + conditions).
- JDAPs - can appeal any decisions that don't align with strategic vision.
- Being limited to those complex applications/complicated issues.
- Justify the argument against the development before an appeal can be lodged - direct impact needs to be shown.
- Direct impact needs to be shown.
- Good balance.
- Appellants would have to pay for their own costs.
- Takes out the decisions that are political.
- Applications could then just go to council in the \$2-\$10 range.
- Would filter out 'smaller' impact applications which could potentially overburden system.
- May be rarely used in rural areas - almost status quo – (is it even worth having?).
- Not supportive of Third Party Appeal Rights - BUT would reluctantly support this option.

Cons

- Only DAPs - not includes \$2-10 for council determinations.
- Political only fix.
- Form 2 process back into Local Government now - so decision could then be appealed? Even if Local Government originally didn't like it. Quantitative measure for whether it is then appealable.
- Resource hungry for all involved - particularly for Local Governments.
- Not all JDAP members would be brought to SAT - only Chair.
- If Local Government supports - but the item is appealed - Local Government would be dragged in.
- Lack of certainty in the decision making process.
- Possibility for more people to be attending an appeal - how to manage? Does it become a numbers game?
- Elected Members may be pressured to put in an appeal rather than the community initiating an Appeal.
- Possibility that the minister could remove Elected Members from JDAP if Local Government can appeal anyway.
- Conflict of interest for Elected Member who sits on the panel if the Local Government appeals it.
- Conditions - in or out?
- More applications will come back to council.
- Odd paradigm to be appeal a decision - Local Government appealing JDAP when they are making a decision on their behalf.
- Could undermine the whole reason for DAPs being set up in the beginning.
- Who would prepare the appeal? Independent? Or Local Government?
- What level of strategic oversight would be included - is it local or regional benefits.
- Multiple appeals? Degrees of appeal issues.
- State or regional policy provisions/what takes precedence?
- Connection to structure planning provisions within the system - 'due regard' less weight.
- Costs unknown.
- Uncertainty for development industry.



- Advertised applications only - would JDAP then have all applications as 'advertised'? Greenfield sites/deemed to comply.
- Resources of JDAP's - who submit the appeal and manages the process?
- Could undermine the purpose of DAPs.
- Could reduce the pool of quality DAP panel members.
- Another layer to add to the system.
- Don't get may DAP applications in smaller areas.
- If applicant does not opt in to DAPs then they avoid Third Party Appeal Rights.

Modifications

- Would have to review the \$ amount? - If they opt in then all should be considered for review.
- Change new Form 2 'amendment of conditions' changes to the Regulations would be needed.
- Clarify that it's back through SAT.
- All JDAP panellists would have to be part of the appeal.
- Removal of compulsory nature of all JDAP's.
- Clarify around 'petitions' versus 'individual' vs 'interest groups'.
- Modification to what JDAP actually looks at -> review of the criteria and \$ levels-> State/regional Significance.
- RAR's to council/RAR's to have a council input.
- RAR's to include departures from policy.
- Review of DAPS/Abolish DAPs.
- Structure planning regulations.
- Clarify around the levels/type of developments.
- Renew of JDAP \$\$ types -> what should be appealable.
- Criteria for the type of appellants & JDAP consideration of whether they can appeal – possible independent panel to review before it goes to an appeal.
- Joining of appeals (relates to above). Does it impact type of applicants?
- Only ones with discretion can be appealed, - this would need to be clarified/clearly defined. Is there a threshold of discretion significance?
- Danger of including optional thresholds would be a disincentive for applicants to go to DAPs.
- Possibly modify triggers for regional areas - either dollar value lowers or have size triggers such as XXX square metres.

Option 2

Pros

- Gives ability to challenge objectivity.
- Maximise compliant applications.
- May encourage early applicant engagement with neighbours.
- Limits number of appeals, compared to other models.
- Gives better understanding within council about their decisions.
- Holds councils accountable for their use of discretion.
- Reasonable balance between applicant cost and community involvement.
- Better discussion between neighbours.
- Improve the quality of decision making – accountability of decision makers.
- One step better than the Victorian system.
- Staged approach – 'dipping toe' in to Third Party Appeals.



- Improved criticisms/content of Policy.
- Provides the community with some assurance.
- If delegation is used less – people present to council – maybe reduce number of appeals.

Cons

- Lack of clarity on what is discretion.
- Does the nature of the planning system, with its broad discretion, make this model redundant?
- Poorly framed model - But could be improved if only utilised against discretion against state & local policy.
- It's undemocratic - lesser rights than an applicant.
- It's not the Victorian model.
- Doesn't foster orderly and proper planning.
- Resource intensive - cost, delays, certainty.
- Lack of clarity around what is a discretion.
- There is a large number of discretionary decisions.
- Resource issue for council/staff resources.
- Lack of clarity around who is an affected party.
- Undermines existing discretionary mechanisms.
- Doesn't allow for appeal against incorrect assessments – would still need to go to Supreme Court.
- Too open for abuse.
- Limit creativity – is deemed provisions always the best outcome?
- Flow-on effect to tighten up discretion, leading to more prescriptive outcomes.
- Not all discretionary decisions are advertised.
- Vexatious.
- Using a planning issue to hide the real reason for appeal – appeal for non-reason.
- Could lead to officers using their delegation less, give the responsibility back to council – 'unstreamlines' Planning/leads to more political bias.
- Doesn't apply to non-LG decision makers.
- Unless the application is advertised prior to the decision being made, it is unlikely that neighbours would even know to appeal.
- Local Governments use a lot of discretion - opens a lot of applications to Third Party Appeals.
- Discretion used to manage areas with difficult landscape (e.g. slope & overlooking) and areas such as beach from development - these are always contentious and TPAR will make them very difficult to deal with.
- Opens 'run of the mill' applications to Third Party Appeals, slows the process up.
- Cost of defending decisions to the Local Government will be large.

Modifications

- A clearer framework on where it applies (advertised, in policy, LDP).
- Excludes ability to appeal on amendment.
- Application of costs - to reduce vexatious appeals.
- Limited to applications that are advertised – appeals then limited to those who were advertised to.
- Appeal limited to people who are directly affected.



- Party lodging the appeal must demonstrate that they are adversely affected – decided by SAT.
- Applicant has to defend the proposal – council can opt out?
- Independent assessment body to determine if an appeal is valid.
- Defining what a significant variation is – this is a whole other topic of discussion.
- Categories? Thresholds?
- Scope needs to be constrained – SAT should only assess the matter of discretion.

Option 3

Pros

- MRA + WAPC inclusion -> (Local Government would have some involvement) in State planning decisions with some access to decision making process.
- Community opportunity to be involved with/on WAPC/State Gov decisions.
- Limits the number of vexatious issues (compared with Option 4).
- Encourage JDAPs to give greater consideration to community value/local planning policies.
- Foster orderly and proper planning.
- Faster compliant applications (reduce time for staff) and costs.
- Local Governments made more accountable.
- MRA + WAPC and JDAP - decision makers more accountable.
- Consistent approach to "accountability". -> Both State and Local.
- Clear to the community as to what can be appealed -> every decision made rather than limited value/size?
- Should improve quality of applications
- Should improve planning processes - consultation etc., - clear strategic direction, - education of community.

Cons

- Broad in scale and range. No understanding of what the impact may be.
- Resourcing the system.
- The inclusion of amendments makes the model more complicated.
- Would require robust assessment process for determining who has Third Party Appeal Rights. Who has rights (directly affected/adjacent to?) to make submission? [formal system to determine who has third party appeal rights]
- Wonder about costs? Could have a profound impact on Local Government -> additional costs on planning + development. All costs -> substantial!
- Overlap with Building Act?
- What is the point of appealing deemed to comply?
- Not Victorian model.
- Not 'equal rights' between applicants and 3rd parties, same access to the system.
- On 'planning grounds'.
- Development uncertainty.
- Everything could go to SAT.
- Costs of going to appeal for third party
- Equity of access.



Modifications

- Deemed to comply out.
- Clear criteria - applicable/clearly understood -> 'grounds and rights'.
- Clearer system for determining appeal rights (right to appeal decisions...).
- SAT -> would need someone to assess 'rights'/leave to appeal, - 3 member panel review?
- What about the costs? Who pays? Should you award cost against? Need to consider nature of Third party appellant.
- Education on what is 'valid planning grounds'.
- Advocacy 'legal aid'.
- Modest fee, 'to be determined'.
- Accessible/understandable/affordable - [shouldn't be free].
- Seek advice 'practitioner' [independent bureau to provide advice to appellant].
- Multiple third parties -> who takes precedence? -> how do you determine priority of appellants?
- Should be some criteria on what 'value' of development could be (rather than everything).

OPTION 4

Pros

- Gives community absolute + complete community engagement.
- *Will/'Might' get better outcome if issues surface that weren't previously considered.
- *Will' (above) improve the whole process (more considered) - circumvent approvals that shouldn't be given.
- That may go beyond those who have already made a decision.
- Considers community values & 'buy-in' to ultimate decision.
- Enables community to engage with the planning system at a level they can relate to.
- Makes developer more accountable about what is presented.
- It will hold the decision makers accountable.
- Could address the disillusionment of the community - those that don't feel they have a 'say' – not aware of process until decision has been made.
- Allows community the option to engage where comfortable.
- Assessment process will improve.
- Didactic role with the community - (they) gain understanding of process and are involved.
- Brings the 'local' into the current JDAP system. Makes JDAP accountable to the community.
- Would be positive to have a system that allows appellant to be 'heard'.
- Councillors (EM) would become better informed - be a part of the planning process (proper justification).
- Acknowledge community involvement in planning and policy development.
- Only legal nexus available to the individual (third party).
- Disengaged in the development process.
- Makes the system accountable/transparent.
- Costs = initial spike for 2 years, then it flattens out so only 'early' costs - will get more and consistent compliant DA applications.
- Leave provisions would 'weed' out the vexatious claims. Third Party Appeal Rights allows there to be equally between applicants and appellants.
- Appeal is the tail end of the process - community should be at the start.



- Provides 'balance' as some approvals are made as can't resource going to SAT.
- No confusion about what can be appealed.
- Applicant will pay more attention to application.
- Makes developer more accountable at the start with community.
- Make a decision making body more careful of their process - i.e. not risk their reputation.
- Lawyers/expert witnesses will do well.
- Merit in someone appealing when new information comes forth.
- Benefits to the community - can appeal anything - currently seen as silent.
- Allowing the community to have their say on issues for the greater good even if not overly affected.
- Encourage planners, JDAPs etc., to be more transparent - i.e. an appellant would be more aware of what to appeal.
- Bringing it in as Victorian model gets through the pain of strain - however equitable.
- Should be able to appeal against amendments (e.g. form 2) - minor amendments.

Cons

- Resources required to appeal a decision particularly conditions - would require extra staff/people.
- Has potential to frustrate 'all' development.
- Has potential to delay decisions.
- Adds cost to development.
- Planning system is already guided by community.
- Potentially flawed as only those who have already had an opportunity to contribute can appeal.
- Becomes a neighbourhood dispute or forum for stakeholder to 'vent' and address 'other' issues rather than 'planning'.
- Conditions - becomes very subjective about what is a valid or invalid appeal (justification) e.g. amenity, e.g. not to do with the structure more about the use of the structure.
- So many conditions are 'standard'.
- No option for a 'deemed to comply' examples shouldn't be able to be appealed.
- No certainty for a developer.
- Could allow appellants more 'creative' in their appeals.
- Takes power away from Local Government.
- Decisions that are made in good faith are challenged.
- Could act as a 'policing' option - a pressure to act differently - don't always have the threat of appeal hanging over head.
- Admission that the current system is flawed - more people saying that they are voiceless. Does that mean policies currently developed don't reflect?
- Higher level planning is currently strong and represents communities views - have due regard to Community.
- Application against the DA.
- All decisions would be advertised.
- Why another level of appeal for decisions - timing/costs/etc.?
- Logistics of how community would engage in the DA process.
- Additional costs to SAT as well as LG + community - What are the resources going to be needed?
- Large developers lodging appeals to edge out smaller developers - availability to \$.



- Developers likely to pass on any potential costs to the end user/quality of products/unexpected Consequences.
- Generally goes against the whole streamlining of the planning process.
- Concerns around raising expectations of community that they can change something they can't.
- If you place this much pressure at the end, does it detract from the strategic planning at the start?
- Takes away the applicants rights in some instances.
- Creates a litigious environment.
- Community is represented by council - therefore decisions by councils should not be included.
- What about non-discretionary decisions? Goes against broader strategic aims.
- Considering non-planning issues to satisfy community.
- Implications of costs/efficiencies - massive cost to the system.
- Implications of third parties appealing after the fact who haven't objected already - do they actually have a valid reason for appeal?
- How long is the review period going to be? Longer?
- Loss of certainty for applicants - approval doesn't always mean approval with appeals.
- Inequitable - e.g. affluent areas may have more \$\$ ability to initiate appeals.
- May attract the attention of large community groups. (Community involvement vs. activism).
- Reactive to the 'short term' rather than taking a positive approach early in the strategic process.
- Unrealistically raising community expectations to fully change a decision.
- What about multiple third parties?
- Who is directly affect? Direct impact?
- The case by case nature of 'carte blanche' approach.
- Concern around third parties coming up with conditions - e.g. non-planning basis.
- Contradictory to moves towards streamlining planning processes.
- From nothing to fully appealable is a stretch - massive shift.
- Elongated process currently don't support satisfaction with outcomes, i.e. tokenistic.
- Not a problem with the system, it's the perception of the system.
- Developers 'may' put up 'best of' hoping something will slip through.
- Local Government becoming too conservative.
- End up with a lot of 'deemed to comply' - doesn't always result in good planning outcomes.
- Too open to abuse.
- Could stifle innovation in design.
- Creates an atmosphere of distrust in decision makers.
- Puts into question the whole consultation process.

Modifications

- Winding back - e.g. not including conditions in the appealable rights - i.e. standard planning conditions that protect amenity e.g. 'stormwater condition'.
- Require a balance between cost & community's right to appeal - this option goes too far.
- Requires the ability to award cost.
- The paper base (document trail) would remain the key.



- Local Government gets to appeal against WAPC decisions on sub-divisions that affect the locality/finances/budget.
- Any third party appellant may do so in their own right (i.e. without lawyers).
- Perhaps a combination of experts & community/individual.
- More decisions to be published to keep community more informed & transparent.
- Third part appeal parameters as long as better planning outcomes.
- Where there is a decision made? Connect the appellant & applicant with the decision maker stepping back.
- Mediation rather than appeal.
- [Triangle diagram with decision maker/applicant/appellant as points] :-
 - When decision is made in the affirmative, do not defend the decision, the applicant has to defend.
 - If successful costs are borne by the decision maker.
 - Leads to correct decisions being made in the first instance (sound).
- Decision maker needs to be able to set the parameters.
- Should be able to appeal against amendments.
- Creates even greater uncertainty, especially at the strategic level.
- Don't know how people will use TPAR - the cost/time associated are unknown - So fear of unknown and broadening scope increases uncertainty.

OPTION 5

- No Third Party Appeals but improve the existing decision making process. E.g. (below):
 - Compulsory training for decision makers in planning;
 - Better policy basis - should be included;
 - scheme provisions consistency;
 - community education in planning;
 - transport planning at State level to establish planning framework;
 - upfront consultation or draft of scheme + LP Strategies -(scheme as a community document);
 - Scheme amendments - what will it look like - honest representation.
- New Options (below)
 - Option 2 + Conditions + all agencies (decision makers).
 - Option 2 + all other planning decisions including subdivision, rezoning, structure plans, LDPs WITH the following features (below):
 - 21 days to submit to SAT appeal;
 - SAT refers to decision making to applicant, decision maker and consultation agencies;
 - 21 days to respond;
 - appeal on the papers only;
 - total time is set as per original approval;
 - SAT fresh decision.
- Option- for decisions made under delegation by council. - SAT consider reconsider by council. - Also could apply to private certifiers' discussion in the future (not 1-4).
- Option 1 + SAT decisions - Minister (bodies not elevated by community).
- Option 2 - Discretion however third party needs to demonstrate that they directly impacted and how the use of discretion impacted on the appellant.
- Improved consultation will address a lot of community concerns.



- Status Quo OR Option 1 with modified triggers for country areas.
- Would Option 1 really matter for country areas?
- SAT members would require better training on planning matters.

Parked Items

- Give LSP the force and effect of the Scheme in Development zones.
- Planning Ombudsman -> for small scale objections.
- Review of the planning system (independent).
- More education of decision makers on their role in the planning decision making process.
- Define what 'due regard' is.
- Give reasons how an alternative achieves the policy outcomes.
- Link between strategic directions (objectives) and decisions.



Third Party Appeal Rights in Planning **Discussion Paper**



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1.0 In Brief

At its December 2016 meeting, State Council requested a review of the WALGA Policy position in relation to Third Party Appeal Rights for planning decisions. The decision making environment has changed since the WALGA made its policy position in 2008, and therefore a review of the current position is warranted.

This paper provides background on the development of WALGA's current policy position and a review of the arguments both for and against third party appeals. A literature review was carried out to establish the basis of each argument.

2.0 Background

2.1 Background to WALGA Policy Position

Unlike most of the other jurisdictions in Australia, Western Australia is unique in that no Third Party Appeal Rights exist under the *Planning and Development Act 2005*, although in the past some Local Government planning schemes allowed them. The last Local Government to allow Third Party Appeals was the City of Albany, however with the introduction of the City's new local planning scheme in 2014, which removed Third Party Appeal Rights, there is no longer any Third Party Appeal Rights for planning in Western Australia.

The introduction of Third Party Appeal Rights has been considered by member Councils on several occasions over the last few decades. For instance, Third Party Appeal Rights were considered in 2001 during debate on the new planning appeal system and again the following year during the State Government's consolidation and development of the new *Planning and Development Legislation*.

In 2007, a Private Member's Bill was proposed by Dr Janet Woollard, MLA Member for Alfred Cove, which was modeled on Victoria's *Planning and Development Act 1987*. The justification for the introduction of the Bill was primarily based on Western Australia being the only state without third party appeals and failed to acknowledge that significant differences exist between the Victorian and Western Australian planning system.

At the February 2008 meeting of State Council, WALGA formed a Policy position against the introduction of Third Party Appeal Rights. The report noted that the main arguments against the proposal were:

1. The current strategic and statutory planning processes, and consideration of applications by Councils, already takes into account the views of affected parties and the community generally;
2. Third party appeals could be lodged because of vexatious or commercial interests, not because of genuine planning matters;
3. Such appeals would cause significant delays and additional costs for development, as even lodgment of an appeal would put a development on hold;



4. Additional planning appeals would place a further burden on already stretched Local Government resources. Local Governments would incur additional costs for new administrative steps in processing development applications, preparing for and responding to appeals lodged with the State Administrative Appeals Tribunal (SAT) and legal representation. This is particularly the case since the establishment of the State Administrative Tribunal which has seen planning appeals become more legalistic, costly and resource intensive for Local Governments.

Additionally, the existing State Administrative Tribunal (SAT) system was considered efficient at reconsidering the merits of planning applications and there are currently four ways in which a third party may participate in a planning matter being considered by SAT. These are:

- Being called as a witness by the respondent;
- Making a submission under section 242 of the *Planning and Development Act 2005*;
- Intervening under section 37(3) of the State Administrative Tribunal Act 2004, whereby the third party acquires rights and responsibilities as a party a party under the act; and
- Possible participation in mediation.
(SAT)

Subsequently, State Council resolved in February 2008 (326.1/2008), the following position:

That:

1. the member for Alfred Cove, Dr Janet Woollard MLA and the Minister for Planning and Development, Hon Alannah MacTiernan be advised of the inaccuracies and duplications contained in the proposed Planning and Development Amendment (Third Party Appeals) Bill 2007; and
2. as there is no justification for the proposed legislation and there are significant negative implications for Local Government, industry and the community, Local Government continues to be opposed to the introduction of third party appeal rights in Western Australia.

While the above arguments for WALGA's position remain, the decision making environment in WA has changed since the formation of the position in 2008 with changes to legislation arising from the State's planning reform 'Planning Makes it Happen: Phases 1 and 2', and the introduction of Development Assessment Panels (DAPs).

2.2 Changes to the Planning Framework

Historically Local Government in Western Australia has been the main authority tasked with decision-making for development applications, under delegation arrangements from the Western Australian Planning Commission (WAPC).



Since 2009 a number of changes have been implemented to the planning framework, directly impacting on the decision-making powers of Local Government, including:

- The establishment of the Metropolitan Redevelopment Authority (MRA);
- Changes to Structure Planning processes;
- Changes to section 76 of the *Planning and Development Act 2005* to give the Minister for Planning the power to order a Local Government to prepare or adopt an amendment to a local planning scheme;
- The introduction of Improvement Schemes and Plans; and
- The introduction Development Assessment Panels (DAPs).
- The introduction of 'Deemed Provisions' for local planning schemes in the *Planning and Development (Local Planning Schemes) Regulations 2015*;

Given the substantial changes that have occurred within the decision-making environment in Western Australia, and the recent community concerns over the creation of the DAP system to determine development applications in place of Local Governments, it is appropriate to initiate a discussion on the possible role of Third Party Appeal Rights in the Western Australian planning system.

3.0 Current Third Party Appeal Rights in Australia

Third party appeal rights vary by state, with no common 'best practice'. Nationally, the Development Assessment Forum (DAF) a federal government advisory body, provides a Leading Practice Model, which sets out 'tracks' for different development assessment processes.

3.1 Development Assessment Forum (DAF)

The Development Assessment Forum (DAF) was formed in 1998 to bring key stakeholders together to reach agreement on ways to streamline the processes used for development approval while preserving high quality decision making. The DAF published its *Leading Practice Model for Development Assessment* in March 2005, which aims to provide a blueprint for jurisdictions to create a simpler, more effective approach to development assessment. The practice model achieves this by defining ten leading practices that a development assessment system should exhibit, and applying the ten leading practices to six development assessment pathways or tracks.

With regards to Third Party Appeal Rights, DAF's Leading Practice Model states that "opportunities for third-party appeals should not be provided where applications are wholly assessed against objective rules and tests", and that "opportunities for third-party appeals may be provided in limited other cases". In this way, the DAF model hopes to avoid unnecessary review where objective criteria has already been established by a consultative process. Elements of DAF's *Leading Practice Model for Development Assessment* are used in some jurisdictions.



3.2 Third Party Appeal Rights by State and Territory

State/Territory	Scope of Third Party Appeal Rights	Number & effects of Third Party Appeal Rights (cost, timeframes, etc.)
New South Wales	Appeal rights limited to uses such as major developments where the development is high impact and possibly of state significance'. A third party objector can bring a merit based appeal in the Land and Environmental Court against a decision to grant development consent only if the development is designated development (development listed as such in the EP & A Regulation).	Third parties have 28 days to lodge an appeal. Court cases can last several days, or weeks for complex cases.
South Australia	Appeal rights limited to 'Category 3' ⁱⁱ developments. A third party who makes a written representation on a proposed Category 3 development has a right to appeal against that decision or any conditions attached to it. A person who disagrees with a decision of a relevant authority, but is a third party who has not taken the opportunity to lodge a written representation during the public comment period is not entitled to appeal.	The number of all appeals lodge with the ERD Court trends between 191-200 appeals per year, with 78% of appeals lodged withdrawn or resolved without going to a full hearing. (LGA SA 2014).
Queensland	DAF based - Appeal rights limited to 'impact assessable' ⁱⁱⁱ developments. The person making the third party appeal must have lodged a 'properly made submission' with the local council within the public notification period for the development application.	No information available.
Tasmania	Broad appeal rights, but third parties can only object to a planning application if it is a 'discretionary' application, which must be advertised. To appeal the third party must have lodged a representation (objection) to an application within the 14-day advertising period, and may lodge an appeal with the tribunal within 14-days of receiving notice of the council decision.	For the 2013-2014 year 117 appeals in total were lodged under the Land Use Planning and Approvals Act (RMPAT 2014) Cost to lodge an appeal with the Resource Management and Planning Appeal Tribunal is \$350, but if appeal proceeds to full hearing, cost for lawyers and expert witnesses may be incurred (RMPAT). RMPAT has 90 days to complete an appeal (RMPAT 2014).
Northern Territory	Appeal rights limited to developments in residential zones, unless the land is adjacent to or opposite a residential zone, in limited circumstances. Third party appeal rights apply only to those persons who made submissions on a Development Application.	No information available
Australian Capital Territory	DAF based - Appeal rights limited to available for those merit or impact track ^{iv} development applications that went through the major notification process, unless exempt by regulation.	Third party appellants must lodge appeals no later than four weeks after the decision was made.



		For the 2015-2016 year 22 applications were received in total for administrative review under Planning and Development. The cost to apply for review is \$325 and cases are subject to 120 day limit (ACAT 2016)
Victoria	Broad appeal rights. Provision of third party appeal rights cover most developments in Victoria. To appeal the third party must have lodged an objection to an application within the advertising period. Anyone who may be affected can make an objection, objectors do not have to show they will be personally affected and may object on broad public interest issues. If, for good reason, a person was unable to lodge an objection, may be able to apply for a review of the decision if VCAT ^v gives permission.	For the 2014/2015 year 4% (2,292) of development applications had a review lodged with VCAT. Hurley et al (2013) found appeals from third parties accounted for 19% of VCAT cases. An objector who lodged an objection in writing must make an application for review (appeal) within 21 days of decision to grant a permit.

i – Examples include chemical factories, large-scale breweries, resource projects such as coal mines and quarries, and turf farms.

ii - In Category 3 development applications, notice must be given to adjacent owners and occupiers as well as those considered by the relevant authority to be significantly affected by the proposed development. Also, the general public must be notified by publication of a notice in a local or state-wide newspaper.

iii – Act or local planning instruments will dictate the category of a development.

iv – Assessment tracks which are to be followed for the assessment of different kinds of development proposals include; 'merit track' for development proposals that can be assessed using rules and criteria in the code that applies to the proposals, and 'impact track' for development proposals that can be assessed using rules and criteria in the code that to the proposals, relevant environmental impact statements and the statement of strategic directions.

v- Victoria Civil and Administrative Tribunal

3.3 Western Australia State Government Position

In its 2015 report on the review of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the Western Australia Legislative Council noted that the State's position on Third Party Appeal Rights was set out on 3 June 2009, by the then Minister for Child Protection, representing the Minister for Planning, who advised the Legislative Council of the Government's position on third party appeals:

The Government does not currently have any plans to introduce third party appeal rights in Western Australia.

The Government does not believe that the introduction of third party appeal rights in Western Australia is consistent with current attempts to simplify and streamline the planning approvals process. The Planning and Development Act 2005 requires public consultation in relation to the planning framework established in local and regional areas, with public consultation mandated for local and region planning scheme amendments, as well as State Planning Policies, local planning policies and structure plans. As such, the Government believes that the current planning process provides sufficient opportunity for the local community to have a say in what happens in their neighbourhoods. (p.31)

The report states that this remains the Government's policy.



3.4 Judicial Review

The ability for third parties to appeal the process behind an administrative planning decision via judicial review is open in each jurisdiction in Australia, even where merit based Third Party Appeal Rights are present. Judicial reviews are heard by a Judge in a Court of Law, and are a review of the legality of the decisions under challenge, not a review of the merits of a development. This process has a much narrower focus than a planning review, in that the question that the Court is concerned with is about the process and manner in which the decision was made, as opposed to was the decision the correct or best outcome.

To date, the recourse for an affected party in Western Australia has been to pursue the matter through the Supreme Court as a matter of Judicial Review. Over the past two years, there appears to have been an increase in the number of individuals and Councils applying for Judicial Review, most notably *Nairn v Metro-Central JDAP* where the approval of a mixed use tower was disallowed. The continual perusal of such Judicial Reviews may not be in the long term best interest of communities, as they are prohibitively expensive and is focused on the decision making process, rather than the outcome.

4.0 Arguments For and Against Third Party Appeal Rights

A literature review was conducted to establish the most common arguments both for and against third party appeals as well as examine the issues and benefits that may arise from their use. Victoria has the broadest third party appeal rights, and therefore much of the current literature examining third party appeals is focused on that state's experience.

4.1 Arguments Against Third Party Appeals

Legitimate interest and third party appeals – Many authors note that the traditional view of appeal rights holds that the only parties with a direct interest in a development application are the applicant and the responsible authority; meaning property owners are the only ones who should have the right to appeal over their land and that they should be able to use their property with minimal external interference. Therefore, Third Party Appeal Rights, if not clearly defined, may allow individuals to take part in planning decisions in which they have no direct interest. This can lead to opposition on non planning grounds, rather than because of an issue with the merit or substance of the proposal (Ellis2006) (Willey 2006) (Hurley et al 2011).

Loss of representation – This arguments states that the appeals process shifts decision making for development applications away from Local Government and therefore away from the locally elected representation. This shift may reduce accountability and transparency in the planning decisions process for the local community. A large amount of decision making power has been removed from Local Government with the introduction of DAPs. It is argued that Third Party Appeal Rights further weaken the representative nature of Local Government decision making (Ellis 2006) (Willey 2006) (Hurley et al 2011).



Current planning processes provide opportunities to participate – A strong argument against Third Party Appeal Rights is that proactive public engagement, participation and collaboration in policy formation and strategic planning is preferable as these processes focus on higher order engagement which leads to better policy and greater certainty in the process and outcome. Third party appeals tend to encourage adversarial rather than collaborative debate on planning issues. The effect of Third Party Appeal Rights may be to promote short-term decision making and could create planning outcomes that are not in the longer term interest of the community (Ellis 2006) (Willey 2006) (Hurley et al 2011) (Cook et al 2012) (Hurley et al 2013).

Not representative of the broader community– The idea of equity of access to planning decisions is often cited in the literature as a justification for third party appeal rights, however some research reviewed found that the majority of people lodging third party appeals come from a well-organised, well-connected and well-resourced segment of the community, which raises the question of how representative these objections are of the wider community's views (Ellis 2006) (Willey 2006) (Cook et al 2012) (Hurley et al 2013). For example, in their review of Third Party Appeals against multi-unit developments in Victoria, Hurley et al (2013) found that the number of objections against applications increase in more socio-economically advantaged areas, which indicates that developments in these areas are facing more organised community resistance, either by greater propensity for individuals to object, or by effective resident mobilisation (Hurley et al (2013) p.4).

Impact on the decision making process – Researchers argue that the introduction of Third Party Appeal Rights will lead to increased cost and delays, and the possibility of appeals being lodged because of vexatious or commercial interests, not because of genuine planning matters. As a result, the planning approval processes will experience delays which will create inefficiency, uncertainty, increased costs, and could ultimately act as a brake on investment and economic growth (Ellis 2006) (Willey 2006) (Hurley et al 2011).

Failure to determine/Deemed Refusal – While researching multi-unit development in Victoria, Cook et al (2012) found that as the volume of objections to a development application increases, so too does the likelihood of appeal to VCAT. Additionally, failure to determine (where council fails to render a decision within the prescribed timeframes, equivalent to deemed refusal in Western Australia) cases are strongly related to high objection numbers. Therefore, applications which receive the highest number of objections are also the applications which are most likely to be appealed, and are also most likely to be the applications which Council fails to determine. While failures to determine may be instances where the local authority is unable to process applications due to resource constraints, the results and anecdotal evidence suggest that often these cases involve the authority declining to make a decision where there is significant resident opposition (Cook et al (2012) p.39).

Turning planning into a 'numbers game' – Some researchers noted the existence of third party appeals may lead members of the community to believe that the number of objections in and of itself is a way of engaging in the planning process and prevent developments they do not support (Planning Institute of Australia (NSW Division) 2012) (Hurley et al 2013). However, in order to be considered by the responsible authority, an objection needs to be about a valid planning concern. As a result the community's expectations about how it can influence the planning system may not be met.



4.2 Arguments For Third Party Appeals

Legitimate interest – A strong argument is made that neighbouring landowners, occupiers and members of the community often have a very legitimate interest in whether development occurs and the form of that development, as any new development has impacts on existing neighbourhood character, amenity, infrastructure and property values. Equity in the development process is also important, if an applicant has rights of appeal, the argument is that a third party should also have right of appeal to maintain equity. Without Third Party Appeal Rights the wider community is removed as a stakeholder (Ellis 2006) (Willey 2006) (Trenorden 2009).

Improved participation and decision making – It is often noted that planning is a communicative process which needs to embrace the public in meaningful ways. Third party appeals would have the potential to increase avenues for public engagement with planning, and may deliver better planning decisions as an empowered public, with increased opportunities for participation, can result in improved planning outcomes. Therefore, Third Party Appeal Rights affords the combination of a broader base of input, increased debate and the ability for 'local knowledge' to inform planning approvals which can lead to improved outcomes (Morris 2005) (Ellis 2006) (Willey 2006). As an example, Willey (2006) notes that it is comparatively rare in Victoria for an objector to completely succeed in overturning a decision, but often their involvement is considered to lead to a better planning decision.

Improved consultation – Third party appeal rights may encourage developers to deal with the local community in a more engaging manner and places pressure to concede or improve design elements where appropriate and reasonable to do so (Willey 2006).

Improved transparency – Applicant appeals are a means by which decision-making can be checked and provide property owners a recourse to an independent review body as a safeguard against inconsistent decisions. An argument for Third Party Appeal Rights is that they provide the same opportunity for third parties to scrutinise and challenge decision-making, thus keeping decision-makers accountable. Additionally, Third Party Appeal Rights are purported to discourage corrupt behaviour between developers and local government (Morris 2005) (Willey 2006) (Trenorden 2009).

4.3 Competing Viewpoints

There are strong arguments both for and against third party appeals. The research notes that which side of the argument one lands on often has a great deal to do with the planning culture in which they are operating (Willey 2006) (Trenorden 2009). In Victoria, where third party appeals have become an embedded practice, most stakeholders are supportive of the practice, even while acknowledging negative aspects may be associated with them.

In contrast in places such as Western Australia where third party appeal rights are not a part of the planning culture, views tend to focus predominately on the negative aspects of Third Party Appeal Rights. For example, a concern often expressed is that allowing third party appeals would lead to a 'flood' of appeals, however evidence from Victoria shows that Third Party Appeals account for only 19% of VCAT cases (Hurley et al 2013). So while allowing Third Party Appeals would lead to an increase in appeals, the effect may be overemphasized.



In a 2009 paper, Judge Christine Trenorden, Senior Judge of the Environment, Resources & Development Court in South Australia, argued that the issue of whether Third Party Appeal Rights are necessary may be resolved by the answers to the following questions:

1. *Does the community have confidence that the policy document for a particular area sufficiently describes the desired future character, and contains a comprehensive set of objectives and principles for development in the area, relevant to the local context including the environment?*
2. *Does the community have confidence in the decision-makers to make a decision in the best interests of the community now and in the future?*
3. *Is there a transparency about the decision-making?*
4. *Is there a guarantee that the decision-makers will assess the development in the context of the desired future character, objectives and principles of development for the area (assuming the adequacy of these policy statements)?*
(Trenorden, 2009 p. 13)

The questions put forward by Judge Trenorden speak not to the capability of the decision maker to determine an application, but the "community's confidence" in their ability. These are not necessarily the same thing. When the decision-maker is appointed by an external body, the community's confidence in them to make a decision in the best interests of the community now and in the future is diminished. Any lack of transparency around the decision-making process further erodes confidence.

5.0 Issues to Consider

5.1 Criteria for Third Party Appeal Rights in other States

After considering the arguments for and against Third Party Appeal Rights, as well as Judge Trenorden's questions on determining the necessity of such rights, there may be further debate on what limitations, if any, should be placed on Third Party Appeal Rights were they to be introduced. For instance, it may be that Third Party Appeals be limited to only certain types of applications involving the use of discretionary powers, or instances where the decision-maker has advertised the development. If this were to be the case, then Third Party Appeal Rights would apply to determinations made by both Local Government and DAPs.

Based on the summary of Third Party Appeals processes that exist in other jurisdictions, the primary criteria for allowing Third Party Appeal Rights include:

- Excluding vexatious or commercial interests appeals, and any appeals made on none-genuine planning matters,
- Excluding appeals by those parties who did not previously make a submission.
- Excluding appeals where an application meets 'deem-to-comply' requirements, and no discretion has been excised.
- Excluding appeals for some cases of minor development.
- Having a short window in which to appeal (example 14 days).



5.2 Implications for Local Government

Whilst the introduction of third party appeal rights would give the community the ability to appeal decisions made by DAPs, it would also result in the majority of appeals being lodged against decisions made by Local Government. Staff would be impacted as officers would require additional time to prepare for and attend third party appeals, which would likely have an effect on the ability of Local Government officers to complete development application assessment within the required statutory timeframes.

Additional resources would likely be required to administer, resource and potentially engage legal counsel to defend these decisions and this would most likely create an additional financial burden for Local Government. Without proper resources, such a situation could lead to delays in making planning decisions, which in turn, would create inefficiency, uncertainty, increased costs, and could ultimately act as a brake on investment and economic growth.

While limitations could be placed on the type and scope of Third Party Appeal Rights, it is likely that any system which allows Third Party Appeals would result in increased workload and cost for Local Government.

6.0 Conclusion – What is right for Western Australia?

Since WALGA formulated its policy position on Third Party Appeal Rights in 2008, there have been significant changes to the planning system, including the introduction of DAPs as the decision-making body for a range of development applications. By removing the decision-making abilities of democratically elected Local Government representatives and placing it in the hands of appointed panel members, the general public's confidence that planning decisions are being made that are in the best interests of the community has been substantially reduced. This loss of confidence coincides with increased anxiety amongst the community over the changing amenity of suburbs due to increasing density and population pressures.

Third Party Appeal Rights are a complex issue, with strong arguments both for and against their implementation. Property rights must be balanced against the community's rights of participation, and the desire for transparency and accountability in government and decision-making bodies. Local Government must also consider the likely impacts in terms of cost, resourcing and the timely delivery of services.

6.1 Feedback Sought

In order to help WALGA review its position, feedback from the Local Government planning community and Elected members is sought. In light of the information presented, and considering the possible implications for Local Government if some form of Third Party Appeal Rights were to be adopted, WALGA welcomes any feedback or comments on the topic including:

- Would you be in favour of the introduction of some form of Third Party Appeal Rights in Western Australia? Why or Why not?
- Do you feel your Council is likely to support some form of Third Party Appeal Rights?
- Any other comments relating to Third Party Appeal Rights.



Feedback can be sent to planning@walga.asn.au or on 9213 2000 to discuss with one of the Planning and Development Team.



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10.6 Draft Street Tree Policy

File Code	PS.CDE 08
Author	Angus Money, Manager Planning and Environment
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Draft Street Tree Policy ↓ 2. Preferred Tree Species List ↓

SUMMARY

A draft Street Tree Policy (Policy) has been prepared to increase the tree canopy cover within the Shire's road reserves and help mitigate the urban heat island effect, support biodiversity and enhance the character and amenity of local streets.

It is recommended Council approve the draft for the purpose of advertising.

BACKGROUND

A defining characteristic of the Shire of Mundaring and the hills lifestyle is the prevalence of trees and the enjoyment of the shade created by an expansive tree canopy. However this characteristic is not consistent throughout the Shire.

Historically, the Shire's requirements for street trees in road reserves have been applied sporadically. While there are requirements within the State's *Liveable Neighbourhoods* for new residential subdivisions to provide for street trees, the same expectations do not apply to Rural-Residential subdivisions. Further, even in Residential subdivisions, the Department of Planning, Land and Heritage (the Department) has not upheld the Shire's recommendation to require street trees in all instances because it is not a 'model condition'. This was the Shire's recent experience in relation to Harmony Estate in Parkerville.

There are various examples across the Shire where street trees have, for whatever reason, been planted inappropriately and had to be removed / replaced, at the Shire's expense. A clear policy position is required to ensure the Shire does not take on management control of newly constructed road reserves that require excessive vegetation management costs.

In established areas, the Shire's Operations Service experiences ongoing issues with some residents poisoning or removing street trees to provide more hardstand or parking in the verge. A strong position is required to maintain the road reserves for the benefit of the current and future community. Further education about the benefits of street trees is also required.

Shire's Local Planning Scheme 4 requires developers to make improvements to the verge where variations are sought. The policy is intended to strengthen the Shire's position in relation to ensuring private developments involving tree removal, direct the offsets towards improving the Shire's public realm.

The draft policy provides greater clarity where:

- 1.1 land is proposed to be subdivided and improvements are required to existing road reserves or new road reserves are proposed;
- 1.2 development applications on private land impact upon existing trees within the property or street trees within the verge; and
- 1.3 proposals made under the Shire's Thoroughfares Local Law involve modifications to the verge.

STATUTORY / LEGAL IMPLICATIONS

The Policy is a planning policy for the purposes of the *Planning and Development Regulations*. Adopted Shire policies, approved in a manner consistent with Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, must be given due regard when making planning decisions or recommendations under the *Planning and Development Act 2005*.

The policy gives greater guidance to the implementation of a range of provisions within the Shire's Local Planning Scheme No.4 which include, but are not limited to:

- 5.7.8 Landscaping Requirements
- 5.7.11 Preservation of amenity
- 5.7.12 Vegetation Protection

Relevant local laws relating to activities within road reserves include:

- *Shire of Mundaring Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2004*
- *Local Government Property Local Law (Amended)*

The draft policy directly complements the Shire's recently adopted *Policy EV-01 – Roadside Conservation* but primarily addresses the requirement for new street trees through the use of planning controls and approvals rather than the ongoing protection of good quality native vegetation (including ground cover) in the Shire's road reserves.

Approvals are also intended to be streamlined. For example, if street trees or associated verge works are approved as part of a planning application process, a separate permit would not be required under the Shire's *Thoroughfares Local Law* or *Local Government Property Local Law*.

POLICY IMPLICATIONS

The draft will enhance the Shire's policy suite to make the most of opportunities to enhance the public realm.

FINANCIAL IMPLICATIONS

As the costs of providing and planting additional street trees will be borne by applicants, the only financial implication will be the Shire's care and maintenance following the two year maintenance period. By this time, the trees should require minimal maintenance.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

The policy increases the expectations on developers and landowners to retain and provide verge trees.

Priority 3. Natural Environment

Objective 2 – A place where the environment is well managed.

Objective 3 – A great place to immerse yourself in nature.

Strategy 3.2.1 'Identify and mitigate threats to the natural environment.'

The draft Policy will contribute to environmental management and maintain opportunities for immersion in nature through additional trees within road reserves.

SUSTAINABILITY IMPLICATIONS

Street trees offer important social, economic and environmental benefits to the community. They contribute to a pleasant walking environment, provide shade and enrich biodiversity. The sustainability aspects are explained within the 'Background' Section of the Policy.

RISK IMPLICATIONS

Risk: Intensification of public health risks in relation to reducing the impact of the urban heat island effect, particularly in a drying and hotter climate		
Likelihood	Consequence	Rating
Likely	Moderate	High
Action / Strategy		
Create a Street Tree Policy		

EXTERNAL CONSULTATION

Consultation will be required to fulfil the statutory obligations within the *Planning and Development (Local Planning Schemes) Regulations 2015*. The Shire's Environmental Advisory Committee has been advised of the policy and members have been invited to comment. As the policy is not a specific environmental initiative, a formal resolution was not considered necessary.

The Policy seeks to give greater guidance to some aspects of the State's planning framework, particularly in relation to requiring sufficient road reserve width to achieve street trees on both sides of public roads. Accordingly, it must also be sent to the Western Australian Planning Commission for comment.

COMMENT

It is recommended that Council approve the draft Street Tree Policy for the purpose of advertising. The Policy will be presented back to Council following the public consultation process.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council approves the draft Street Tree Policy as attached in Attachment 1 to Report 10.6 for the purpose of advertising in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed provisions for local planning schemes* and the Shire of Mundaring's Advertising Planning Applications Policy (PS-01).

Shire of Mundaring

POLICY**STREET TREES**

Policy Ref:	PS-08	File Ref: OR.OPP 1
Adopted:		Date:
Amended:		Date:
Reviewed:		Date:
Procedure Ref:		Delegation Ref:
Statute Ref:	<i>Planning and Development Act 2005</i> <i>Local Planning Scheme No.4</i> <i>Liveable Neighbourhoods (as amended)</i>	
Local Law Ref:	<i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law (Thoroughfares Local Law)</i>	

PURPOSE

1. To increase the tree canopy cover within the Shire's road reserves and mitigate the urban heat island effect, support biodiversity and enhance the character and amenity of local streets; and
2. To outline the Shire's expectations in relation to proposals requiring or impacting upon street trees within Shire managed road reserves.

1. Scope

This policy applies in instances where:

- 1.1 land is proposed to be subdivided and improvements are required to existing road reserves or new road reserves are proposed;
- 1.2 development applications on private land impact upon existing trees within the property or street trees within the verge; and
- 1.3 proposals made under the Shire's *Thoroughfares Local Law* involve modifications to the verge.

Shire employees, residents/owners, builders, developers and contractors should be guided by this policy. The policy will also inform the Shire's advice to relevant agencies regarding major roads under the control of Main Roads WA or the Department of Planning Lands and Heritage.

This policy should be read in conjunction with:

- *Local Planning Scheme No.4 (as amended)*; and
- *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law*; and
- *Local Government Property Local Law (Amended)*

- Roadside Conservation Policy (EV-01); and
- Shire of Mundaring Street Tree Guidelines (*TBD*).

This local policy should be read in conjunction with, and prevail over any conflicting requirements, contained within:

- *Liveable Neighbourhoods (as amended); and*
- *Institute of Public Works Engineering Australia's Subdivision Engineering Guidelines*

2. Background

Street trees offer important social, economic and environmental benefits to the community. They contribute to a pleasant walking environment, provide shade and enrich biodiversity.

Street trees play a role in countering an increasingly warmer and dryer climate. Street trees provide energy savings through their shading and cooling effects in summer and the wind-chill protection in winter. Street trees can reduce daytime temperatures by between 5°C and 20°C, making everyday activities more pleasurable and healthier (Killicoat et al., 2002; Burden, 2006).

Urbanisation and the corresponding increase in paving and asphalt surfaces can reduce water infiltration into the soil as well as increase stormwater runoff volumes and peak flow rates. Planting street trees in urban environments can significantly improve the overall water balance within a catchment and reduce costs associated with stormwater management.

Direct economic value has also been observed for house prices in Perth, Australia. A broad-leaved tree on the street verge increases the median property price by about AU\$16,889 on average (*The effect of street trees on property value in Perth, Western Australia (1 December 2012) Ram Pandita, Maksym Polyakovb, Sorada Tapsuwanc, Timothy Morand*). Although there are a variety of different ways to assign value to trees, urban street trees generate significant economic benefits for communities and local governments.

A defining character of the Shire of Mundaring and the hill's lifestyle is the prevalence of trees and the enjoyment of the shade created by an expansive tree canopy. The intent of this policy is to protect and increase street trees throughout the Shire's road reserves for the benefit of the current and future community.

3. Street Trees Required

- 3.1 All new subdivisions require public road reserves that provide sufficient space within the verge for street trees on both sides of the street wherever practical to do so. To achieve this, a minimum road reservation of 16 metres is preferred but the Shire may require a wider reservation subject to the current and future role and function of the road and having regard to any infrastructure corridors, traffic safety and vegetation considerations.

Where verge infrastructure is to be installed in established streets, existing street trees must be retained wherever possible and if necessary, alternative infrastructure alignments should be identified to avoid disturbing or damaging established street trees.

- 3.2 Where a landowner seeks the Shire's discretion to vary Planning or Infrastructure Service standards that may detract from the visual amenity of the streetscape, a condition requiring the planting of street trees may be required to lessen and soften the visual impact.
- 3.3 Planning proposals (structure plans, subdivisions, developments etc) are to be designed to maximise opportunities to retain existing trees as future street trees and incorporate new street tree planting.
- 3.4 Prior to supporting a planning proposal that may result in the removal of a street tree, 'reasonable design alternatives' must be examined.

For the purpose of this policy, a 'reasonable design alternative' may involve:

- a) Deletion of proposed second/additional crossovers to the development site or narrowing the crossover or road pavement width to the minimum widths permitted;
 - b) The altering of the development design to relocate proposed crossovers which are in conflict with street trees;
 - c) The tapering of driveway and/or crossovers to the satisfaction of the Shire to provide the required clearance from street trees;
 - d) The provision of shared crossovers for adjoining sites and/or shared driveways with reciprocal right of access easements; and
 - e) Allowing for reasonable planning variations, including setback variations, to facilitate tree preservation.
- 3.5 The Shire will consider the retention value of the tree, based on the following criteria:
 - a) The number of trees and the ability to achieve the minimum street tree provisions;
 - b) The heritage, scientific, social, cultural and/or aesthetic significance of the tree and the streetscape;
 - c) Environmental benefits and landscape amenity;
 - d) The location of the tree and its impact on the viability or functionality of the development (having explored all reasonable design alternatives);
 - e) Tree species and habitat values;
 - f) The location of the tree in relation to any conservation values or ecological corridors;
 - g) Potential safety risks associated with tree retention;
 - h) Tree condition including health, structure and life expectancy; and
 - i) The extent of supplementary works required to retain and protect the tree.
 - 3.6 In instances where removal of established mature trees from a private property or from the verge is sought, the Shire may require the planting of street trees at a ratio of 1: 2 (removed:replaced) to assist in offsetting the loss of amenity and biodiversity.

3.7 The Shire may waive the requirement for new street trees and accept two years of weed control or other improvements within the road reserve adjacent the subject site as an alternative where:

- planting additional street trees is not desirable or required; or
- areas of native vegetation including mature trees are in good condition and are successfully retained on the verge post subdivision or development, in accordance with Australian Standards 4970-2009. A reduced number of additional verge trees could then be determined.

4. Quantity and Position

- 4.1 Table 1 specifies the required quantity and spacing of trees relative to the zoning of the land. The number of trees may be reduced depending on the anticipated canopy cover achieved by the preferred tree species in the particular locality and the existing and future verge treatment/improvements envisaged. Variations to Table 1 may be determined at development approval or subdivision clearance stage.
- 4.2 Street trees are to be provided and planted at the owners' expense and maintained for a minimum of two summers.
- 4.3 Street tree requirements for Grouped or Multiple Dwelling sites on a strata plan (built or survey) are to be based on the average lot size of the applicable residential density coding, not the number of lots/dwellings proposed.
- 4.4 In addition to the requirements of Table 1, street trees should be positioned so as to:
- maintain clear sight lines for all road users;
 - avoid any conflict with existing or anticipated infrastructure corridors when the street trees mature;
 - optimise shade cover over footpaths and near and adjacent public seating, bus shelters and similar resting places; and
 - enhance the visual rhythm of the streetscape (consistent spacing).

5. Selection

- 5.1 Native street tree varieties are compulsory in areas with predominately native vegetation. Non-invasive deciduous varieties in these locations may only be entertained where it can be justified, in the opinion of the Shire that they will:
- provide a continuation of the existing street trees; or
 - offer a legitimate reduction to the exposure of strategic bushfire risk by a qualified bushfire consultant;
 - facilitate residential solar access.
- 5.2 Street tree species should be selected from the Shire's Street Tree Guidelines unless sufficient information is provided to satisfy the Shire that an alternative species is more suitable for a particular area. Infill street trees

in established streetscapes should generally match or complement the existing tree species.

- 5.3 Trees should generally be a minimum of 1.5m high, 75lt-100lt container grown nursery stock when planted, unless in the opinion of the Shire, smaller stock is acceptable given the particular species or circumstances.

6. Administration

- 6.1 An overall landscape plan which includes street trees will be required for all subdivisions and grouped or multiple dwelling development proposals.
- 6.2 Where street trees are required to be installed within pre-existing built-up areas (where services already exist within the road reserve), planting and maintaining street trees must be undertaken by the Shire on behalf and at the expense of landowners to fulfil the requirements of this policy.

The Shire may also consider undertaking street tree works on behalf of developers creating new subdivisions depending on the Shire's resources and capacity.

In these instances, a non-refundable bond payment equal to the total cost of purchasing, planting and maintaining street trees for a period of two (2) summers plus 25% is required. A cost breakdown is to be included as part of any Street Tree Plan.

- 6.3 Where a delay occurs between the creation of lots and the installation of street trees, the developer must provide written notification to prospective or current landowners advising where the street tree is to be located to avoid conflict with the future crossover.
- 6.4 Considering the importance of the public benefit gained from street trees, the Shire will not entertain any landowner requests seeking to remove or prevent the planting of a street tree within the verge adjacent to their property. Requests to relocate a street tree at the owner's cost will be considered on a case by case basis having regard to 4.4 above. Further, unauthorised removal or damage of street trees will be investigated and will result in the Shire taking enforcement action.
- 6.5 In the exceptional circumstance where a landowner personally undertakes work within the Shire's managed road reserve or engage contractors to undertake the works on their behalf, before commencing the work the landowner (or their agent) must indemnify the Shire against any public liability exposure and take full responsibility for managing risks associated with works undertaken in the road reserve. Public infrastructure (e.g. power and telephone lines, road markers, etc.) must to be protected and any damage reported immediately to the appropriate agency so that repairs can occur. Any costs associated with damage relating directly to the verge improvements will be the responsibility of the applicant.
- 6.6 Approval of a Landscape Plan, whether in association with a development application or subdivision clearance, which involves the installation of street

trees or similar improvements, constitutes a 'permit' for the purposes of the Shire's Thoroughfare Local Law and Local Government Property Local Law (Amended). Where verge works are not undertaken or maintained in accordance with an approval, enforcement may also be undertaken in accordance with the Shire's Local Laws.

- 6.7 When issuing or recommending approval for subdivision or development the Shire may apply conditions and advice notes which reflect the provisions of this policy.

Table 1

Zoning	Minimum Street Trees Required
R12.5 or higher	One tree per 10m or one tree per lot (whichever is greater) unless otherwise determined by the Shire.
R10 or lower	One tree per 10m unless otherwise determined by the Shire.
Town Centre	One tree per 7m unless otherwise determined by the Shire.
Local Centre	One tree per 10m or one tree per lot (whichever is greater), unless otherwise determined by the Shire.
Service Commercial	One tree per 10m or one tree per lot (whichever is greater), unless otherwise determined by the Shire.
Light Industrial	One tree per 10m or one tree per lot (whichever is greater) unless otherwise determined by the Shire.
Rural Residential	One tree per 15m unless otherwise determined by the Shire.
Rural Small Holdings	New subdivisions that involve the creation of new roads, one tree per 20m. Other instances, at the discretion of the Shire based on existing street tree pattern.
General Agriculture	At the discretion of the Shire based on existing street tree pattern.
Development zones	Quantity and spacing in accordance with equivalent zoning as indicated in the Structure Plan or Detailed Area Plan unless otherwise specified by the Shire.

Street Trees – preferred species list

Residential Areas

Common Name	Scientific Name
Drummonds Gum	<i>Eucalyptus drummondi</i>
Coral Gum	<i>Eucalyptus torquata</i>
Callistemon 'Kings Park Special'	<i>Callistemon</i>
Little Ghost Gum	<i>Eucalyptus victrix</i>
Ironbark	<i>Eucalyptus sideroxylon</i>
Broad-Leaved Paperbark	<i>Melaleuca quinquenervia</i>
Willow Bottlebrush	<i>Eucalyptus leucoxylon</i>
American Sweetgum	<i>Liquidambar styraciflua</i>
Capital Pear	<i>Pyrus callaeryana</i>
Manchurian Pear	<i>Pyrus ussuriensis</i>
Bradford Pear	<i>Pyrus calleryana</i> 'Bradford'
Aristocrat Callery Pear	<i>Pyrus callaeryana</i> 'Aristocrat'
Chanticleer Pear	<i>Pyrus calleryana</i> 'Chanticleer'
Redspire Pear	<i>Pyrus calleryana</i> 'Redspire'
Purple-Leaf Cherry-Plum	<i>Prunus cerasifora</i> 'Nigra'
Green Vase' Zelkova (Jap Elms)	<i>Zelkova serrata</i>
Evergreen Ash	<i>Fraxinus griffithii</i>
Urbanite Green Ash	<i>Fraxinus pennsylvanica</i> 'Urbanite'

Rural Areas

Jarra	<i>Eucalyptus marginata</i>
Yarri (Blackbutt)	<i>Eucalyptus patens</i>
Drummonds Gum	<i>Eucalyptus drummondi</i>
Coral Gum	<i>Eucalyptus torquata</i>
Darling Range Ghost Gum	<i>Eucalyptus laeliae</i>
Callistemon 'Kings Park Special'	<i>Callistemon</i>
Red-flowering Gum	<i>Corymbia ficifolia</i>
Ironbark	<i>Eucalyptus sideroxylon</i>

Reserves / Nature strips / Median Strips

All native trees suitable in Rural areas	As above
All native trees suitable in Residential areas	As above
Oriental Plane	<i>Plantus orientalis</i>
Chinese Tallow	<i>Triadica sebifera</i>
London Plane	<i>Plantus x acerifolia</i>
Pin Oak	<i>Quercus Palustris</i>
English Oak	<i>English Oak</i>
Thornless Honeylocust	<i>Gleditsia tracanthos</i> var. <i>inermis</i>

10.7 Single Use Plastic Bag Ban

File Code	LE.LLW
Author	Briony Moran, Co-ordinator Environment and Sustainability
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

This report provides an update on the progress of the State Government on the introduction of a State-wide ban on single use plastic bags, and the Joint Standing Committee on Delegated Legislation (JSCDL) review of the Town of East Fremantle and City of Fremantle Local Laws.

BACKGROUND

At its June 2017 meeting Council made a decision to support a State-wide ban on single use plastic shopping bags and to request a report on the implications and resources required to pursue a local law banning single use plastic shopping bags (C14.06.17).

In 2017 both Woolworths and Coles made public announcements that lightweight, single use plastic bags will be phased out of their supermarkets by mid 2018 and heavier, reusable bags will be sold at low cost. The Minister for Environment and Disability Services commended the retailer proposals and noted recent meetings with both Coles and Woolworths regarding implementation of a State-wide ban on single use plastic bags.

At its August 2017 meeting Council then considered the report on the implications and resources to prepare a local law and resolved (C9.08.17):

That Council -

- 1. Notes the implications and resources required to prepare and implement a local law banning the provision or sale of single use plastic bags in the Shire;*
- 2. Notes the continued monitoring of the implementation of recently adopted local laws banning the provision or sale of single use plastic bags in the Town of East Fremantle and City of Fremantle; and*
- 3. Receives a further report in March 2018 outlining the progress:*
 - a) of the State Government on the introduction of the State-wide ban; and*
 - b) of the Joint Standing Committee on Delegated Legislation review of the Town of East Fremantle and City of Fremantle Local Laws.*

STATUTORY / LEGAL IMPLICATIONS

The Town of East Fremantle and the City of Fremantle advertised local laws prohibiting distribution of specified plastic bags in 2017.

The City of Fremantle had previously adopted plastic bag reduction local laws in 2012 and 2015 and both had been gazetted, then disallowed on the recommendation of the Joint Standing Committee on Delegated Legislation. In November 2017 the City deferred final adoption of the advertised local law to enable officers to obtain more information about the State-wide ban.

The Town of East Fremantle Plastic Bag Reduction Local Law 2017 was gazetted on 2 June 2017. The local law commenced operation on 29 November 2017 and on 30 November the JSCDL recommended that it be disallowed. The reasons given for the recommendation of disallowance were summarised as:

- 1. The Joint Standing Committee on Delegated Legislation (Committee) is of the view that the Town of East Fremantle (Town) did not follow the mandatory procedures prescribed in sections 3.12 and 3.13 of the Local Government Act 1995 when it made the Town of East Fremantle Plastic Bag Reduction Local Law 2017 (Instrument).*
- 2. In making the Instrument, the Town breached section 3.12(4) by adopting a local law which was 'significantly different from what was proposed.' Further, in that scenario, section 3.13 of the Local Government Act 1995 required the Town to recommence the local law-making procedure prescribed by section 3.12. However, the Town failed to do so.*
- 3. The Instrument is invalid as it does not comply with sections 3.12 and 3.13 of the Local Government Act 1995 and offends the Committee's Term of Reference 10.6(a) in that it is not 'within power'.*

The matter that was considered significantly different is that the advertised draft of the Town of Fremantle local law specified bags of 60 micron or less, while the local law that was finally adopted specified bags of 35 micron or less. The disallowance was effective from 6 December 2017.

To introduce the statewide ban, regulations are being drafted under the *Environmental Protection Act 1986*. The Department of Water and Environmental Regulation (DWER) administers the *Environmental Protection Act 1986*.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

SUSTAINABILITY IMPLICATIONS

Socially, it is likely that many Shire of Mundaring residents would share wider community concerns about the effects of plastic bags, particularly in aquatic environments. It is likely that those with higher levels of concern are already voluntarily using alternatives to single use plastic bags.

Environmentally, there are multiple impacts from the use of lightweight plastic bags, including:

- use of non-renewable resources to make plastic bags;
- large volumes of single use bags are sent to landfill;
- most plastic bags take hundreds of years to break down; and
- littered plastic bags can break down into persistent micro plastics, enter rivers and oceans and cause deaths of animals that swallow or become entangled in plastic.

It should be noted that the different types of alternative or reusable bags also have environmental impacts during production, transport and disposal. These can actually be greater than the environmental impact of single use plastic bags if reusable bags are not reused enough times, alternative bags are made from virgin materials, or the bags are not recyclable. The Department of Water and Environmental Education has indicated that a community education campaign will begin in late April or May, before the ban comes into effect.

Economically, the costs to businesses and consumers of alternative bags or containers are not considered to be significant. Single use plastic shopping bags are currently a cost to businesses and a range of replacement bag options are available. The Minister for Environment has stated that economic analysis found no net cost to the economy of a shift to more efficient (robust and reusable) alternatives.

RISK IMPLICATIONS

Risk: Reputational – No action occurs to reduce plastic bag use		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Monitor the introduction of State-wide regulations.		

EXTERNAL CONSULTATION

Nil

COMMENT

The State Government appears committed to the introduction of a State-wide ban on lightweight plastic shopping bags in 2018 and a discussion paper *'Implementing a lightweight single-use plastic bag ban in Western Australia'* was released in December 2017. The discussion paper states:

'The Western Australian Government intends to ban lightweight single-use plastic bags with handles provided by retailers that have a thickness of 35 microns or less.

... The Western Australian plastic bag ban will take effect from 1 July 2018. It will be an offence for retailers to sell or supply a banned bag after this date.'

A submission has been made in response to the discussion paper, based on the previous Council resolution in support of a State-wide ban on single use plastic bags.

The Department of Water and Environment Regulation has been delivering public information sessions across Perth and regional areas during January, February and March 2018. Submissions on the discussion paper will be analysed after the public comment period closes on 9 March 2018. Development and delivery of a State-wide community education program is planned for April onwards to raise community and retailer awareness in the months before the ban comes into effect.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council notes the State Government is progressing towards implementation of a State-wide ban on single use plastic shopping bags; and the current situation regarding the Town of East Fremantle and City of Fremantle Local Laws

10.8 Infrastructure Capital Works Budget Amendments

File Code	FI.BUD 2
Author	Shane Purdy, Director Infrastructure Services
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Richardson Road Concept Drainage Plan ↓2. Braxan Street Drainage Concept Plan ↓3. Darlington Pavilion Stage Two Works Proposal by DaSRA ↓

SUMMARY

Council is requested to consider amending the 2017/18 annual budget by adjusting expenditures on various capital works projects to deliver other higher priority projects.

BACKGROUND

Two urgent capital drainage projects have been identified to replace two other currently budgeted drainage projects. Funds for external painting works at the Darlington Oval change rooms is proposed to be redirected to replacing part of the roof as part of an ongoing community build project by Darlington Sports and Recreation Association (WA) Inc. (DaSRA).

STATUTORY / LEGAL IMPLICATIONS

Section 6.8 of the *Local Government Act 1995* details how to incur expenditure from the municipal fund when not included in an annual budget, as follows:

“(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.”*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It is proposed to reallocate funds to enable other capital works projects to be undertaken resulting in a nil net cost impact on the 2017/18 budget

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Delay undertaking identified projects may result in a greater chance of flooding damage to properties and Shire assets		
Likelihood	Consequence	Rating
Likely	Moderate	High
Action / Strategy		
By reallocating funds to projects with a higher risk of damage from system failure minimise the risk of more significant flooding damage.		

EXTERNAL CONSULTATION

Consultation with affected landowners and DasRA has been ongoing.

COMMENT

The following three projects have been identified as being more beneficial to undertake within the 2017/18 year than the projects they are suggested to replace.

Richardson Road Drainage Upgrade

An open drain exists in the verge in front of the property at 2030 Richardson Road, Parkerville where stormwater is redirected to an existing piped network down the eastern side of the property. From the headwall discharge points under Richardson Road the stormwater flow regularly breaches the open drain prior to reaching the piped drain alongside the property causing some property damage. To eliminate this flooding it is proposed to pipe the section at the front of 2030 Richardson Road and install several manholes as shown on a concept plan at **ATTACHMENT 1** for an estimated cost of \$30,000.

On the current budget is a project to improve drainage on Conradi Place with a budget allocation of \$30,000. Interim maintenance works were done towards the end of last financial year which appear to have addressed the problems that occurred. It is suggested

this location be monitored and the budget allocation be reallocated to the above Richardson Road drainage project instead.

Braxan Street Drainage Upgrade

Two existing large drainage pits and connecting pipe work in Braxan Street, Glen Forrest have been identified as being in extremely poor condition and collapse would put this significant drainage network in risk of failure potentially resulting in significant flooding of the road and nearby properties. This work is estimated to cost \$150,000 and the scope of work is as shown on **ATTACHMENT 2**

The drainage line in Goodchild Place, Bellevue which has been identified in a poor condition and requiring large repairs which if failed would not present the same level of dangers and flooding risk as Braxan Street. It is therefore recommended the Goodchild place drainage job be deferred and reconsidered in the 2018/19 capital works program budget deliberations and the budget be reallocated to the proposed Braxan Street drainage project.

Darlington Change rooms Roofing

Following work to install a new verandah in front of the new Darlington Pavilion and existing Darlington Oval change rooms, the roof on the change room building had to be cut back. This has resulted in the roofing ending shorter than ideally it should. The Shire has allocated \$7,750 in the 2017/18 budget to undertake an external paint to the change room.

This budget allocation can be redirected to combine with \$3,500 from DaSRA to replace the existing front section of the roof as the first of DaSRA's proposed six sub-stages for their stage two of building works, refer **ATTACHMENT 3**. The subsequent sub-stages will require further examination of financing and timing. Contributions sought from the Shire will form part of the capital works program deliberations for the upcoming capital works program discussions as part of the Integrated Planning and Reporting Framework workshops. It is noted the external paint is proposed to be undertaken by DaSRA as part of their future community build works on the Darlington Oval change rooms.

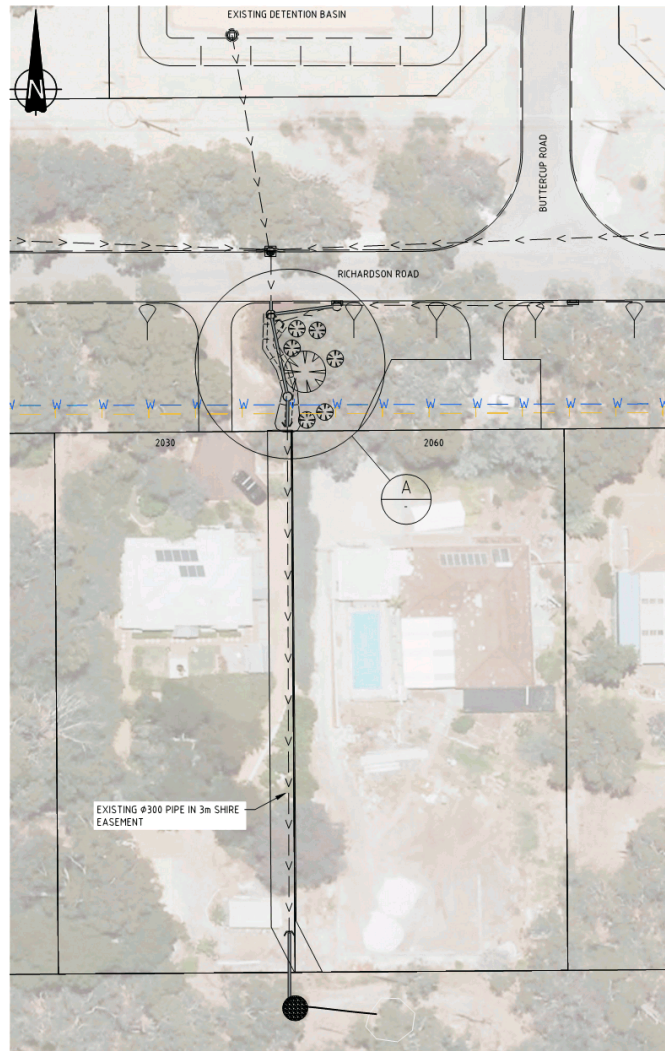
VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.8.

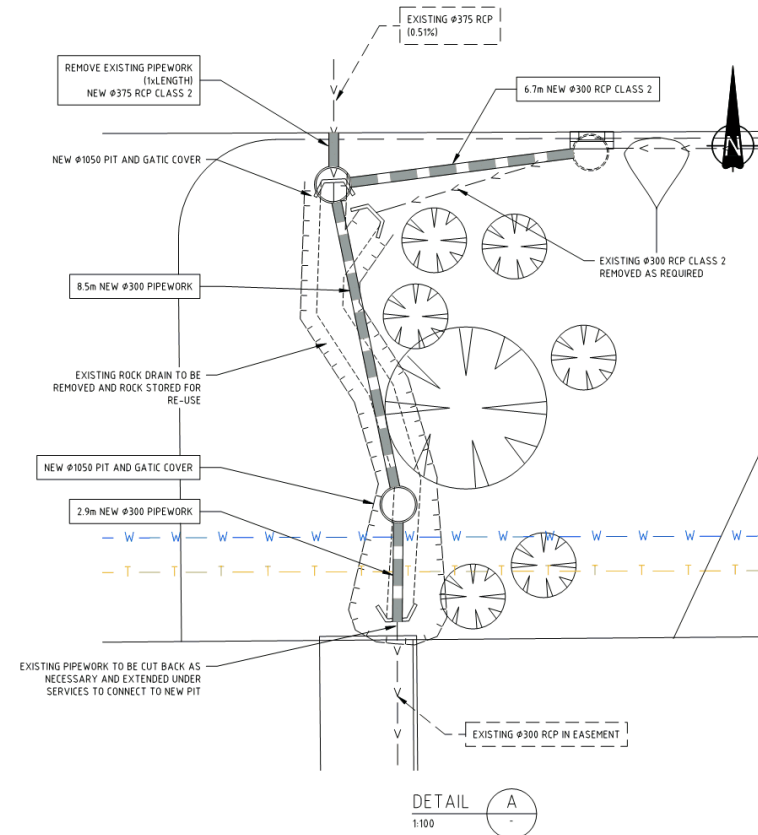
RECOMMENDATION

That Council, by absolute majority, amends the 2017/18 annual budget by:

1. Reallocating funds of \$30,000 from the Conradi Place drainage improvement project to a new capital works project, being Richardson Road drainage improvement.
2. Reallocating funds of \$150,000 from the Goodchild Place drainage improvement project to a new capital works project, being Braxan Street drainage improvement; and
3. Reallocating funds of \$7,750 from the Darlington change rooms external paint project to a new project, being Darlington Oval change rooms roof replacement.



PLAN VIEW
SCALE 1500

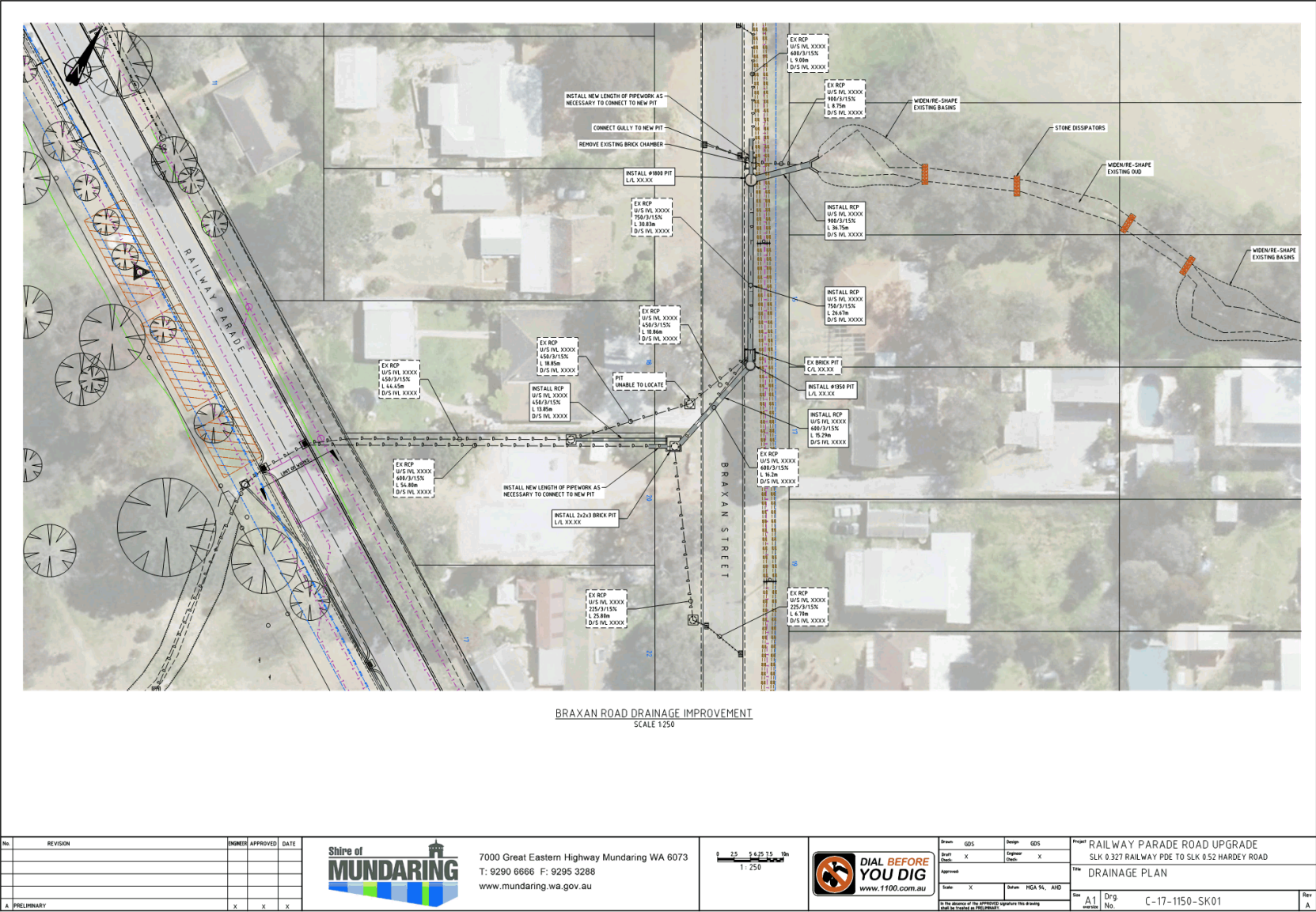


TITLE
RICHARDSON ROAD DRAINAGE IMPROVEMENTS
CONCEPT DESIGN

SKETCH No. SK - 18 - C - 2020 - A DATE 11.01.18 SCALE SHOWN



7000 Great Eastern Highway Mundaring WA 6073
T: 9290 6666 F: 9295 3288
www.mundaring.wa.gov.au





DARLINGTON SPORTS AND RECREATION ASSOCIATION (WA) Inc

DARLINGTON COMMUNITY PAVILION STAGE 2

DaSRA

PROPOSAL TO SHIRE of MUDARING

10 February 2018

DaSRA is pleased to confirm the occupancy and regular use of the new Pavilion building. The DaSRA Committee is now keen to advance Stage 2 so that the momentum of Stage 1 can be sustained. Back in September 2017 DaSRA presented its proposal for Stage 2 to the Shire of Mundaring staff for review and subsequently a recommendation was included on the agenda of the Shire of Mundaring Council meeting 12 September 2017 at which time the Councillors unanimously supported the next stage of the project. This enabled a grant submission to go to the Department of Sport and Recreation for CSRFF funding.

OVERVIEW OF NEEDS

The current Changerooms, Kiosk and Storage are substandard and do not meet current BCA and Access requirements for public facilities. Also:

1. Shire staff have advised that they conducted an Asbestos survey and the Changerooms building delivered positive Asbestos indicators [Ceilings and Soffits].
2. The current building is in need of upgrading to improve energy performance, hot water, showers, amenity and finishes.

The scope of work proposed for this second stage accordingly incorporates items that deal with these key needs and issues. In accordance with previous discussions DaSRA agreed to prepare a Proposal to go to the March 2018 Council meeting in order to gain support for advancing these Stage 2 works using a more "local" approach.

CONSULTATION AND SUPPORT

Consultation has been a key feature of the project development process over the last 10 years with issues, needs and ideas incorporated and approved as the design evolved. The initial Pavilion project was a single combined facility worth an estimated \$1M for which there was broad community and stakeholder support, evidenced through the commitment to get Stage 1 activated, now complete. So the Stage 2 component of the original scheme is equally supported and the DaSRA Committee is encouraged by local interest and enthusiasm in getting the second stage to completion.

DESIGN WORK

Design work started 10 years ago and has progressively been refined as time and needs/requirements have changed. Of particular note has been the change to accommodate the increasing number of female participants in junior sports, especially AFL.

The proposed design is provided as an attachment to this Document.

PO Box 75
DARLINGTON
WA 6070

ABN: 13 599 837 084



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IMPLEMENTATION PROPOSAL

As an alternative to the delivery of Stage 1 the intention of Stage 2 is to involve local trades, suppliers and community in more direct engagement with the building process. Stage 1 was a major project that partially delivered on this objective but Stage 2 we want local skills and suppliers as significant contributors with the potential added benefit of helping to keep the budget under control.

DaSRA is considering 6 sub-stages the first 3 of which are non-structural work

1. Front Roof – DaSRA may be able to contribute upto \$3,500 to this on the basis that the Shire’s “External Paint” Maintenance budget Item for the Pavilion be changed to replacing the front section of concrete Tiles – which are cracked, unsafe and leaking into the ceiling space
 - a. DaSRA has agreed to prepare a Scope of work for Shire Staff to obtain a second quote to compare with the DaSRA Builder’s quote of \$13,000. In short the work involves:
 - i. Remove and replace roofing tiles with Steel sheeting to match Stage 1, associated materials and hold down requirements
 - ii. Remove Asbestos Ceiling Sheets [currently on top of rafters]
 - iii. Install Roof Insulation
2. Front Veranda Paving. The unique paving bricks used on Stage 1 are still currently available but if these are not purchased quickly then a new batch will need to be ordered which will potentially result in a different colour – not our preferred outcome. In order to purchase the bricks [and some sand to go under] a commitment of approximately \$10,000 will be needed. The laying of the bricks is being coordinated by DaSRA as a community project under the supervision of a skilled brick paver.
3. Decommission old toilets to turn into storage. Now that the new Toilets in Stage 1 are complete they can be formally opened. This will enable DaSRA to secure the old toilets and remove all the hardware and services so that the area can be used temporarily as storage for the new Tables and Chairs [gratefully acknowledged as being provided by Shire]. DaSRA has trades who are interested in assisting the decommissioning of these toilets at a cost estimated at \$500.
4. Rear Storage
 - a. Concrete Slab with Brick walls and movable Mesh divides to create 4 storage areas for the use of Sporting clubs. So they do not need to have gear stored at people’s homes and elsewhere. DaSRA to prepare Documents to achieve Building and other Approvals by end of February. This area can be built totally independently of the main Changerooms as it has a corridor in between. This is important as it means the Storage area can be documented and approved as an independent structure without impacting on the operations of the Changerooms. The whole Storage area is estimated at between \$50,000 and \$80,000 depending upon who does the work.
 - b. The concrete Slab could be completed as a separate sub-project well before the rest of the building work is delivered. DaSRA has keen interest in the slab being done as a community project – ready to go in March 2018 if all approvals in place. Cost of Slab estimated at \$5,000.

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5. Changerooms interiors including any Asbestos removal. This is more complex as the roof will need to be replaced including structural work so that the Changerooms are connected to the Storage area at a roof line that matches the new Pavilion. This also includes removing the remainder of the Asbestos and upgrading the showers and toilets to Ambulant status. The electrical supply will need to be upgraded but all the plumbing and waste are already in place so the services work is essentially internal only. Estimate to be provided once documents finalised
6. Upgrade Kiosk and join two buildings. This is a substantial piece of work and requires more detailed documentation and management. Estimate and more details to be submitted later.

The attached drawing gives a diagrammatic presentation of the various sub-stages.

POTENTIAL FUNDING

A number of sources of funding have been investigated with the following options being pursued:

No	Funding	Amount	Notes
	Community Member Account	\$80,000	No Interest Loan
	DaSRA Current Account – from Stage 1	\$3,500	Final balance to be confirmed
	Darlington Club	\$1,000	Opening Night Fundraiser
	DaSRA Quiz Night and Wine Tent Fund Raising - based on 2016 & 2017 returns	\$20,000	Estimated for 2018 with similar amounts in 2019, 2020 and 2021
	CSRFF – Department of Sports and Recreation	\$166,000	Still to be announced????
	Federal government “Stronger Communities” program	\$20,000	Application being developed
	Local Businesses, organisations and Community members	\$80,000	Buy-a-Brick campaign, Cash and In-Kind contributions
	Sporting and Recreation groups who use the Oval	\$20,000	Cash and In-Kind contributions
	Shire of Mundaring – 1	\$12,000	2 x Maintenance contributions
	Shire of Mundaring – 2	\$60,000	Request for 2018/2019 Fin Year
	Australian Sports Foundation	\$10,000	
	Not for Profit philanthropic grant providers	\$27,500	Submissions being developed
	TOTAL	\$500,000	

Actual fund raising is at an early stage but already we have the availability of the \$80,000 community member underwriting [“No interest Loan”] for another 4 years plus the 4,500 from Opening and surplus from Stage 1. This will enable DaSRA to immediately implement the first four items above.

TIME FRAME

It is hoped and planned for the Stage 2 project to follow-on immediately from the completion of Stage 1. It is recognised that the budget needs to be commensurate with funds available as well as fund raising potential and so with current funding availability the project is now planned to be implemented in sub-stages over a 12 -18 month period starting in April 2018.

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ESTIMATE

The overall project was previously estimated at \$500,000. This figure was collated from two sources:

1. Rawlinson's Quantity Surveyors
2. Builder of the Pavilion Stage 1

The estimate is made up of the following components:

1. Building	380,000
2. External work and Landscaping	25,000
3. Asbestos Removal	20,000
4. Architects and Consultant Fees	35,000
5. Escalation Allowance	20,000
6. Detailed Design Refinement	20,000
TOTAL	\$500,000

The Committee is working to reduce this through the engagement of local businesses, trades, suppliers and community labour but at this early stage the Budget of \$500,00 is considered to be a maximum. If we remove the last two items then a Budget of \$460,000 results.

CONCLUSION

With the level of DaSRA Funding already in place \$84,500 [PLUS the Shire's External Painting budget allocated to the roof replacement] it is envisaged that the first 4 items of work can be advanced quickly, without significant risk and will immediately confirm to the community that Stage 2 is continuing.

1. Front Veranda Roof to be replaced
2. Complete Brick Paving under veranda and round rear of Changerooms
3. Decommission old Toilets and turn into Interim Storage for DaSRA Chairs and Tables
4. Build the rear Storage area as a stand alone building

Work Is already taking place on drawings and documents to enable these first 4 items to be actioned in 2018.

With a further \$60,000 [approx] it is envisaged that additional funding for the roof replacement to the rear of the Changerooms could be secured from other sources to enable the work to be done including; Asbestos removal and joining the rear roof to the Rear Storage Area. Accordingly DaSRA seeks support from the Council of either a cash injection OR an in-kind contribution to enable this work to be done in 2018/2019 Financial year – preferably to be done by December 2018.

The Final Two sub-stages could be done independently of each other and actioned as additional funding was secured and made available but are dependent upon the other works being completed. Documents are being prepared to enable funding to be sourced for these additional sub-stages.

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WA 6070

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RECOMMENDATIONS

Based upon the above content 6 recommendations are submitted for Council Consideration

Recommendation: 1

That the Shire Council approve the progress of the Stage 2 as a "Single Project" but with 6 separate sub-stages, to enable the project to maximise direct local involvement and employment.

DaSRA requests that these be approved as a group to be implemented progressively over a 2 year period [consistent with Building Approvals] as funding is secured and regulatory approvals are in place.

Recommendation: 2

That the Shire Council approve the reallocation of the Maintenance Budget for Pavilion External Painting [approx \$7,000 in 2017/18 Budget] to the Removal of the old roof on front of the Changerooms with steel replacement sheeting to match the new Pavilion.

DaSRA requests that this be approved in partnership with, and as a project managed by, DaSRA with funds provided by the Shire based on agreed value and paid on a submitted Invoice basis.

Recommendation: 3

That the Shire Council allocate \$60,000 in the 2018/2019 Budget towards the Replacement of the Rear Roof to the Changerooms as a DaSRA managed project.

This is a small portion of the total estimated cost of the Changeroom upgrade but would significantly assist in securing additional funds from other grant providers.

Recommendation: 4

That the Shire approve the advancement of the first three items of work so that they might be completed by July 2018, in collaboration with DaSRA, who will ensure appropriate approvals are secured [where necessary] and professional services are in place – Architect, Engineer and Builder.

These three items would probably be delivered as a single project utilising a local Builder who is interested in assisting DaSRA. Further discussion to be held with Shire Staff.

Recommendation: 5

That the Shire Council approve the advancement of the Sub-stage 4 [Rear Storage Area] as an independent component of work so that the slab may be brought forward to be completed before the final landscaping is actioned behind the Changerooms. The slab can be done as a Community project with the balance of work to take place without impacting local environment and aesthetics.

Plans and documents for the Storage area would of course be submitted for normal approvals managed by a Builder under the contract administration of an Architect.

Recommendation: 6

That the Shire Council approve the reallocation of the Shire Budget item for Changerooms Internal Painting in the amount of approximately \$5,000 in 2019/2020 towards the upgrading of the Changerooms.

Based on the above details the project is considered feasible as a "Community" Funded and Project Managed project with the support of all the entities identified.

Geoff Barker

DaSRA Chairman

10 February 2018

PO Box 75
DARLINGTON
WA 6070

ABN: 13 599 837 084

10.9 CSRFF Small Grant Applications March 2018 - Mundaring Recreation Plan and Helena Valley Tennis Court Shade Shelter

File Code	GS.COM 6.01
Author	Kirk Kitchin, Manager Recreation and Leisure
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

The Community Sport and Recreation Facilities Fund (CSRFF) managed by the Department of Local Government, Sport and Cultural Industries (DLGSCI) now provide \$12 million annually to community groups and local government authorities to develop basic infrastructure for sport and recreation. CSRFF will fund up to a third of the total eligible capital cost of a project with funds for successful projects made available in 2018/19.

Local government authorities are required to rank CSRFF applications in their area. The Shire has two CSRFF applications for this small grant round:

- (a) the Development of a Recreation Plan project, being priority 1 of 2 and rated as “A - Well planned and needed by municipality”, and
- (b) the Helena Valley Tennis Club Shelter, being priority 2 of 2 and rated as “A - Well planned and needed by municipality”.

BACKGROUND

All CSRFF small grant applications need to be lodged with the DLGSCI by the last working day in March 2018. Applications go through an assessment process with recommendations provided to the Minister responsible for Sport and Recreation who announces successful applications in mid-2018.

The CSRFF application process tasks the local government authority with rating projects using the following structure:

A	Well planned and needed by municipality
B	Well planned and needed by applicant
C	Needed by municipality, more planning required
D	Needed by applicant, more planning required
E	Idea has merit, more planning work needed
F	Not recommended

Mundaring Recreation Plan

With a view to prioritising and streamlining sport, leisure and recreation infrastructure projects, the development of the Mundaring Recreation Plan is essential to provide a holistic and proactive approach with community input to ensuring prioritised facilities which best meet the existing and future needs of the community within the Shire's financial capacity.

Helena Valley Tennis Club Shelter

The Helena Valley Tennis Club are seeking a shelter for resting players and spectators over the hardstand area on Boya Oval adjacent the tennis courts. . A lean to shelter was previously over this hardstand but was unable to be retained when the Boya Hall was removed as it was physically attached to the demolished building.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Mundaring Recreation Plan

The development of a recreation plan has an estimated project cost of \$60,000 (ex GST), with one quote received being \$53,730. Three quotes will be required prior to finalising an order for the work. The Shire has \$40,000 allocated in the Shire's 2018/19 budget. A one third contribution of \$20,000 is being sought under the CSRFF.

Helena Valley Tennis Club Shelter

The construction of a shade shelter for the Helena Valley Tennis Club has a project cost estimate of \$20,000 of which a preliminary quote for the construction of a shelter is \$16,850 (ex GST) with a contribution of \$5,616 being sought under the CSRFF and the remainder to be funded by the Shire.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

Objective 2.3 – A strong and localised community spirit

Strategy 2.3.1 – Provide community venues and facilities for different demographics

SUSTAINABILITY IMPLICATIONS

Social

The plan will identify and provide direction for meeting the priority needs of current and future community participation in sport, leisure and recreation.

The shelter will provide shade encouraging tennis activity at the Helena Valley Tennis Club.

RISK IMPLICATIONS

Risk: Financial - The CSRFF application for the Development of the Recreation Plan is not successful.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
As this is a strategic project should funding not be available the shortfall would need to be made up in the mid-year budget review.		

Risk: Financial - The CSRFF application for the Helena Valley Tennis Club shelter is not successful.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The shortfall of funding of \$5,616 would need to be made up in the mid-year budget review or the project cancelled.		

EXTERNAL CONSULTATION

Mundaring Recreation Plan

Staff from the Department of Local Government, Sport and Cultural Industries have been consulted as required by the application process. Through development of the Recreation Plan, sport and recreation groups from across the Shire will be consulted in-depth regarding their needs.

Helena Valley Tennis Court Shelter

Staff from the Department of Local Government, Sport and Cultural Industries have been consulted as required by the application process. Helena Valley Tennis Club has been consulted on a number of occasions through the planning phase and has provided support for this Project.

COMMENT

Mundaring Recreation Plan

Leisure and recreation facilities consume a large part of the Shire's capital and operational budget. A holistic approach to planning and allocating funds to leisure and recreation facilities will provide the greatest value for money for the community and provide a clear guide for the future. The project is proposing to develop a Recreation Plan that captures the sporting, recreation and leisure needs of the community, inclusive of strategies to accommodate these needs within the existing and future resources of the Shire of Mundaring.

It is recommended to give the Recreation Plan project a priority ranking of 1 and rate it as "A - Well planned and needed by municipality" and submit this application to the Department for consideration in the CSRFF Small Grant Program in the March 2018 funding round.

Helena Valley Tennis Club Shelter

The Helena Valley tennis courts are the only courts within Boya and Helena Valley and are utilised daily for tennis by the community. The lack of shade at the courts discourages playing tennis, particularly during the summer months when there are high temperatures.

It is recommended to give the Construction of a Shade Shelter project a priority ranking of 2 and rate it as "A - Well planned and needed by municipality" and submit this application to the Department for consideration in the CSRFF Small Grant Program in the March 2018 funding round.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Gives the Development of the Recreation Plan project a priority ranking of 1 and the Helena Valley Tennis Court Shade Shelter project a priority ranking of 2;
2. Rates both the Development of the Recreation Plan and the Helena Valley Tennis Court Shade Shelter proposals as "A - Well planned and needed by municipality";
3. Submits the Development of the Recreation Plan and the Helena Valley Tennis Court Shade Shelter project to the Department of Local Government, Sport and Cultural Industries for consideration for a Community Sport and Recreation Facilities Fund in the March 2018 small grant funding round.

10.10 Statement of Financial Activity for period ended 31 January 2018

File Code	FI.RPT 2
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Paul O'Connor, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Statement of Financial Activity for period ended 31 January 2018 ↓

SUMMARY

The monthly financial statements disclose the Shire's financial position as at 31 January 2018.

The closing budget position as at 31 January 2018 is a surplus of \$21,371,600 compared to a budget year to date surplus of \$17,313,830 and year end surplus of \$1,886,328 as per the original budget adopted by Council (SC8.07.17). As per the mid-year budget review the revised forecast year end surplus is \$2,057,838 (C27.02.18).

BACKGROUND

The monthly financial report is presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two months after the end of the month to which the statement relates.

The Statement of Financial Activity Report summarises the Shire's operating activities and non-operating activities.

STATUTORY / LEGAL IMPLICATIONS

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications are in accordance with the approved reporting material variances (C20.06.17) of:

- (+) or (-) \$50,000 or 10%, whichever is the greater for Revenue; and

- (+) or (-) \$100,000 or 10%, whichever is the greater for Expenses within the monthly Statement of Financial Activity during the 2017/18 financial year.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Financial Impact

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire's actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire's financial performance throughout the financial year.		

EXTERNAL CONSULTATION

Nil

COMMENT

The reports that accompany this item are as follows:

- Statement of Financial Activity (based on the Rate Setting Statement adopted in the annual budget) for the period ending 31 January 2018;
- The closing budget position for the period ending 31 January 2018 and comparison to the year to date budget and same period last year;
- Year to date comparison to budget for operating revenue, operating expenses and capital expenses;
- An explanation of the material variances in the Statement of Financial Activity; and
- Summary of Cash Investments with financial institutions as at 31 January 2018.

In relation to the material variances, “timing” differences are due to the monthly spread of the budget not matching the actual spread of revenue or expenditure. Timing differences will not result in a forecast adjustment.

Where the material variance is flagged as “permanent” this indicates that a forecast adjustment to the annual budget is required or has been made.

The Shire has a surplus of \$21,371,600 as at 31 January 2018, compared to a year to date budgeted surplus of \$17,313,830. The cash balance in the Municipal Fund is \$18,181,114. The total cash balance of the Reserve Funds is \$17,951,407.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

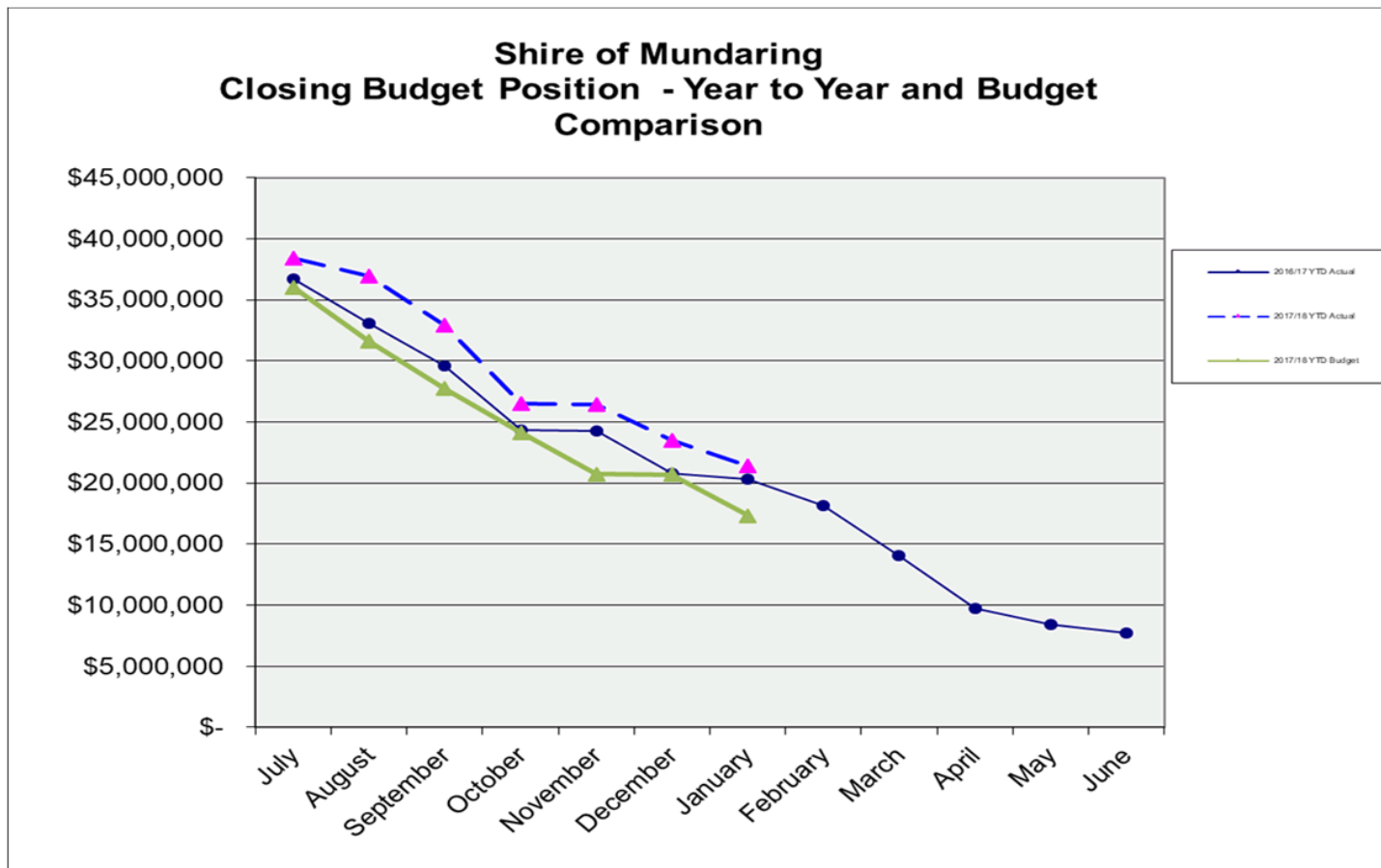
That Council notes:

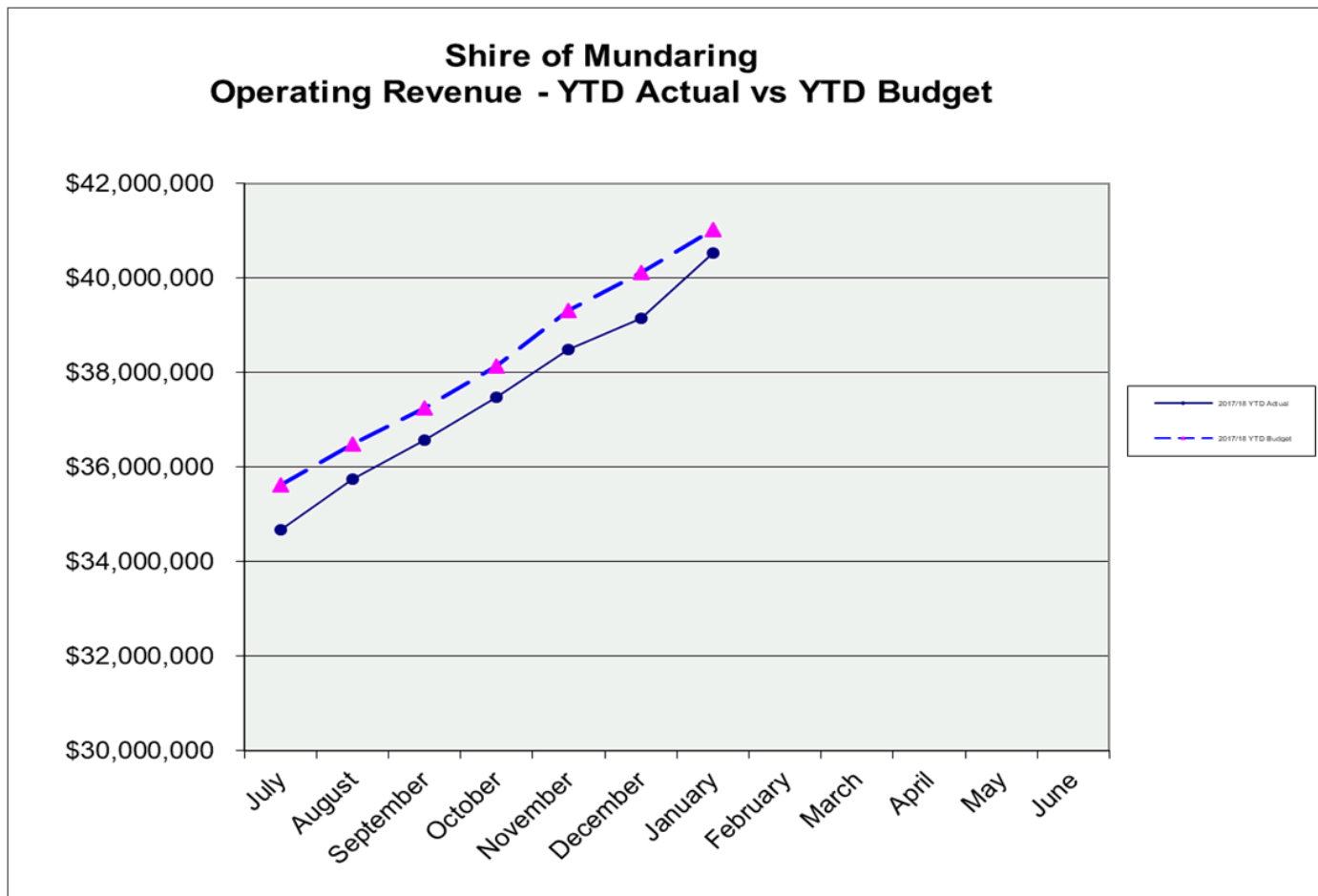
- a) the closing position of the Shire for the period ending 31 January 2018 is a surplus of \$21,371,600 compared to the year to date budgeted surplus of \$17,313,830; and
- b) the explanation of material variances in the Statement of Financial Activity contained in the attachment.

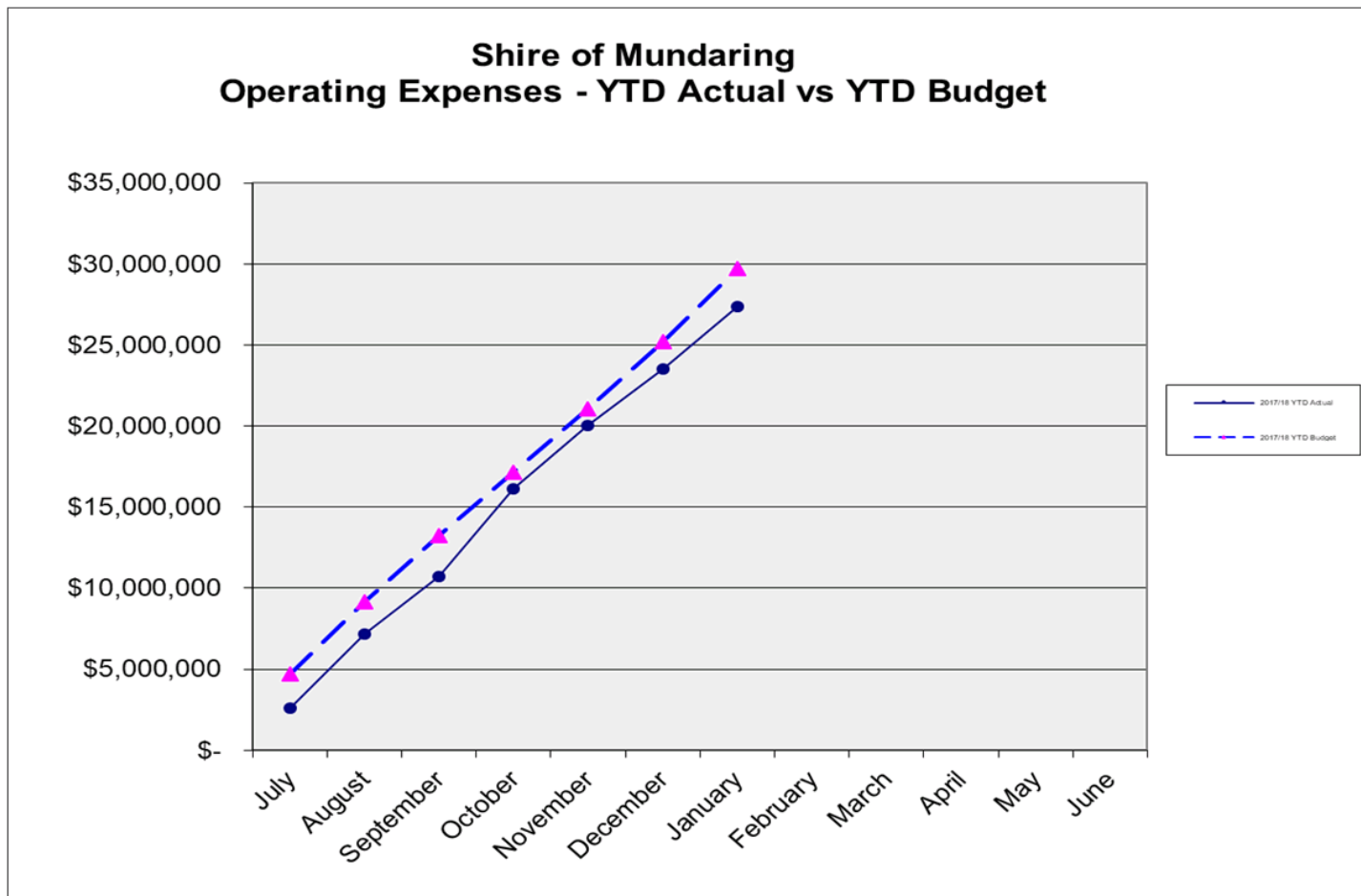
**Shire of Mundaring
Statement of Financial Activity
for period ending 31 January 2018**

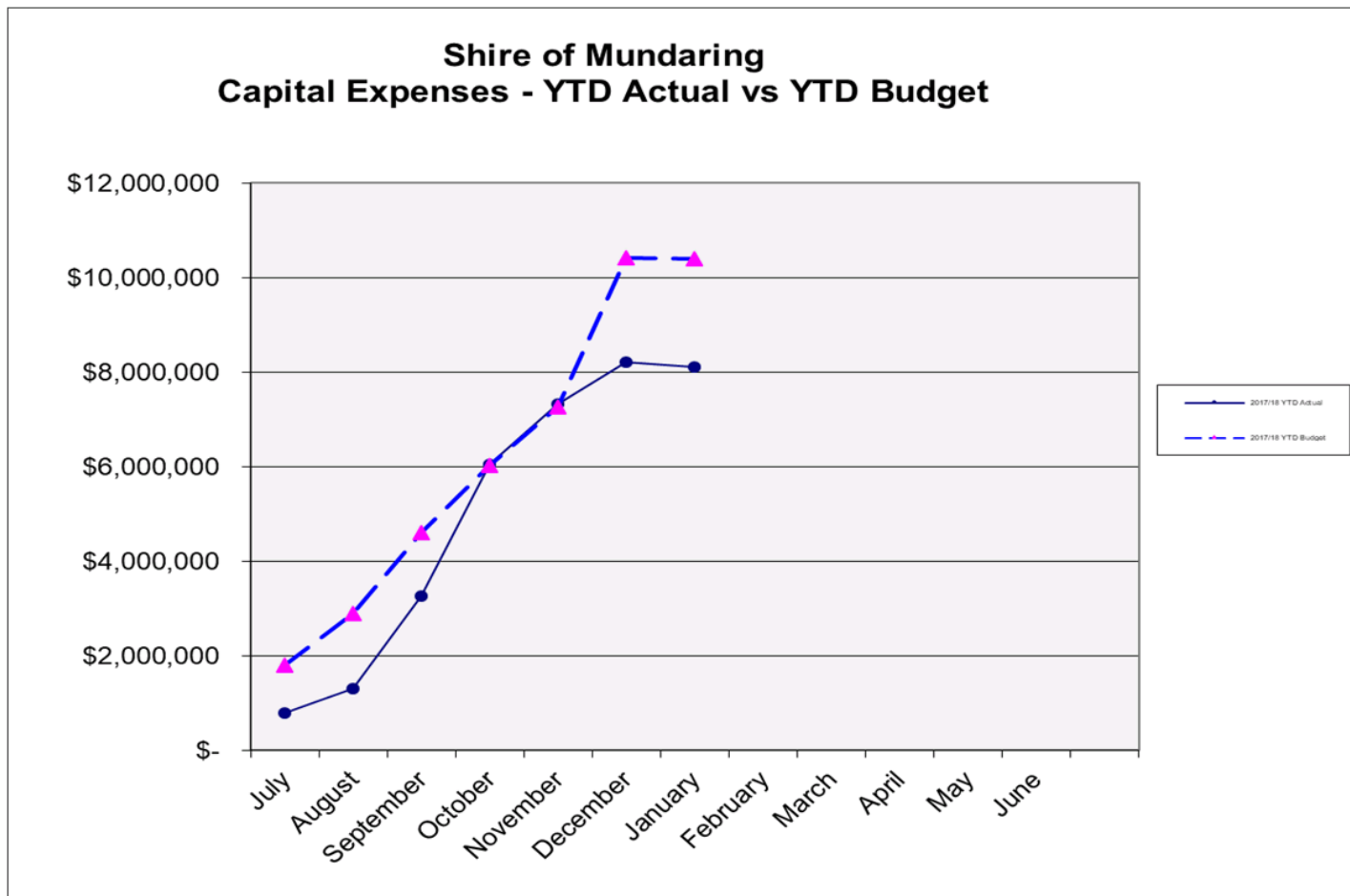
	2017/18 YTD Budget \$	2017/18 YTD Actuals \$	2017/18 BUDGET \$	YTD Variance \$	YTD Variance %
Opening Funding Surplus/(Deficit)	6,069,313	7,720,764	6,069,313		
Revenue from operating activities					
General Purpose Funding - Rates	27,239,546	26,381,579	27,296,129	(857,967)	-3.1%
General Purpose Funding - Other	1,305,636	1,085,118	2,336,990	(220,518)	-16.9%
Governance	78,207	267,940	108,800	189,733	242.6%
Law, Order & Public Safety	399,362	358,574	519,200	(40,788)	-10.2%
Health	42,712	48,319	55,700	5,607	13.1%
Education & Welfare	3,002,227	3,421,448	5,181,184	419,221	14.0%
Community Amenities	7,761,002	7,791,074	7,975,885	30,072	0.4%
Recreation and Culture	700,588	815,952	1,336,930	115,364	16.5%
Transport	-	(113,866)	48,000	(102,603)	911.0%
Economic Services	194,193	176,852	332,185	(17,341)	-8.9%
Other Property and Services	318,274	295,963	539,455	(22,311)	-7.0%
Total	41,030,484	40,528,951	45,730,458		
Expenditure from operating activities					
General Purpose Funding	(381,345)	(375,753)	(646,034)	(5,592)	1.5%
Governance	(3,524,956)	(3,137,467)	(5,725,188)	(387,489)	11.0%
Law, Order & Public Safety	(1,440,374)	(1,354,473)	(2,369,109)	(85,901)	6.0%
Health	(465,781)	(375,708)	(736,140)	(90,073)	19.3%
Education & Welfare	(4,141,604)	(4,038,769)	(6,868,933)	(102,835)	2.5%
Community Amenities	(5,468,980)	(5,089,869)	(9,293,460)	(379,111)	6.9%
Recreation and Culture	(6,576,475)	(5,709,015)	(11,131,497)	(867,460)	13.2%
Transport	(6,195,755)	(6,471,064)	(10,742,224)	275,309	-4.4%
Economic Services	(448,278)	(429,393)	(733,653)	(18,885)	4.2%
Other Property and Services	(1,055,362)	(377,902)	(1,705,281)	(677,460)	64.2%
Total	(29,698,910)	(27,359,414)	(49,951,519)		
Operating activities excluded from rate setting					
Depreciation on Assets	5,000,968	4,120,117	8,573,167	880,851	17.6%
(Profit)/Loss on Disposal of Assets	25,494	181,046	43,700	(155,552)	-610.1%
Deferred Rates Adjustment	0	57,814	-	(57,814)	0.0%
Amount attributable to operating activities	16,358,036	17,528,513	4,395,806		
Investing Activities					
Proceeds from Disposal of Assets	1,126,437	224,500	2,709,437	(901,937)	-80.1%
Grants and Contributions	766,154	1,465,100	3,264,108	698,946	91.2%
Purchase Property, Plant & Equipment	(7,789,776)	(4,921,663)	(9,621,600)	(2,868,113)	36.8%
Purchase Infrastructure	(2,599,742)	(3,188,666)	(4,713,616)	588,924	-22.7%
Amount attributable to investing activities	(8,496,927)	(6,420,729)	(8,361,671)		
Financing Activities					
Repayment of Debentures	(336,623)	(381,646)	(577,065)	45,023	-13.4%
Transfers from Reserves	5,184,574	3,501,691	6,976,732	(1,682,883)	-32.5%
Transfers to Reserves	(1,464,543)	(576,994)	(6,616,787)	(887,549)	60.6%
Amount attributable to financing activities	3,383,408	2,543,052	(217,120)		
Closing Funding Surplus/(Deficit)	17,313,830	21,371,600	1,886,328		

NET CURRENT ASSETS- BUDGET SURPLUS/(DEFICIT)		
	Actual 31 January 2017	Actual 31 January 2018
CURRENT ASSETS		
Rates & Sanitation Debtors	7,707,824	8,000,236
Debtors	378,852	444,860
TOTAL RECEIVABLES - CURRENT	8,086,676	8,445,096
STOCK ON HAND	80,617	94,863
CASH ASSETS		
Municipal	17,229,201	18,181,114
Restricted Cash	23,630,134	17,951,407
Total Bank Accounts	40,859,335	36,132,520
TOTAL CURRENT ASSETS	49,026,628	44,672,479
CURRENT LIABILITIES		
Creditors	(1,893,371)	(2,070,891)
Borrowings - Current Portion	(550,311)	(577,065)
Provisions	(3,193,548)	(3,278,582)
	(5,637,230)	(5,926,538)
NET CURRENT ASSETS	43,389,398	38,745,941
Less Reserve Funds	(23,630,134)	(17,951,407)
Add Current Loan Liability	550,311	577,065
CLOSING BUDGET SURPLUS/(DEFICIT)	20,309,575	21,371,600









Explanation of Material Variances				
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.				
The material variance for revenue adopted by Council for the 2017/18 year is \$50,000 or 10% whichever is the greater.				
The material variance for expenses adopted by Council for the 2017/18 year is \$100,000 or 10% whichever is the greater.				
Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Revenue from operating activities				
General Purpose Funding -Rates	(857,967)	(3%)	Timing	Impact of rates of \$908,744 received in advance as at 30/6/2017. Impact will self adjust when 30/6/2018 rates are finalised i.e. when rates received in advance for 17/18 are accounted for.
General Purpose Funding - Other	(220,518)	(17%)	Timing	Impact of YTD variance of interest earned of municipal and reserve investments - YTD impact \$244,125. Interest revenue will recognised as Investments mature.
Governance	189,733	243%	Permanent	LGIS refund - impact is \$115,533. Centrelink reimbursements received for paid parental leave - impact is \$42,530.
Law, Order & Public Safety	(40,788)	(10%)	Permanent	Loss on sale of Fire Control vehicle and Volunteer Bush Fire Brigade Vehicles
Health	5,607	13%	Permanent	Health Services fees and charges are greater than YTD budget. Year end forecast has been increased by \$4,500.
Education & Welfare	419,221	14%	Timing	Timing of child care subsidies and grant income for Children Services - YTD income greater than YTD Budget.
Community Amenities	30,072	0.4%		Within Variance threshold
Recreation and Culture	115,364	16%	Timing	Timing of funding for Kidsport program - impact \$42,734. Timing of grant funding for pump track at Lake Leschenaultia - impact \$22,100. Revenue from café at Lake Leschenaultia is \$17,198 greater than YTD budget.
Transport	(102,603)	911%	Permanent	Loss on sale of major plant - impact \$132,030. Forecast adjusted in mid-year budget review.
Economic Services	(17,341)	(9%)		Within Variance threshold
Other Property and Services	(22,311)	(7%)		Within Variance threshold

Expenditure from operating activities				
General Purpose Funding	(5,592)	1.5%		Within Variance threshold
Governance	(387,489)	11.0%	Permanent	YTD depreciation on admin buildings \$115,241 less than YTD budget. Primarily due to remaining useful lives being increased as part of assessment of Fair Value for Buildings as at 30 June 2017. Forecast adjusted in mid-year budget review. IT operating expenses \$275,856 less than YTD budget no permanent saving identified.
Law, Order & Public Safety	(85,901)	6.0%		Within Variance threshold
Health	(90,073)	19.3%	Timing	Environmental Health operating expenses - \$47,772 less than YTD budget. No savings have been identified, however forecast for depreciation on buildings has been reduced by \$21,816 as part of the mid-year budget review.
Education & Welfare	(102,835)	2.5%	Timing	Care Givers Subsidy Expenses greater than YTD Budget. Offset by corresponding revenue.
Community Amenities	(379,111)	6.9%	Timing	Waste management operating expenses \$353,780 less than YTD budget.
Recreation and Culture	(867,460)	13.2%	Permanent	YTD depreciation on community buildings \$667,820 less than YTD budget. Primarily due to remaining useful lives being increased as part of assessment of Fair Value for Buildings as at 30 June 2017. Forecast adjusted as part of mid-year budget review. Maintenance costs on community buildings is \$101,282 less than YTD budget (YTD Budget of \$618,636 compared to actual of \$517,354). Timing - no savings identified.
Transport	275,309	(4.4%)	Timing	YTD expenses (\$700,177) for drainage maintenance is greater than YTD Budget (\$454,853) - Total Budget is \$779,740. YTD expenses (\$669,132) for street tree maintenance and sight clearing is greater than YTD Budget (\$605,325) - Total Budget \$1,037,715. Year end forecast increased by \$30,000.
Economic Services	(18,885)	4.2%		Within Variance threshold
Other Property and Services	(677,460)	64.2%	Timing	Timing of allocation of engineering overheads - impact \$552,515 due to pre-allocation of these overheads.

Operating activities excluded from rate setting				
Depreciation on Assets	880,851	18%	Permanent	YTD depreciation on buildings \$850,223 less than YTD budget. Due to remaining useful lives being increased as part of assessment of Fair Value for Buildings as at 30 June 2017. Forecast adjusted in mid-year budget review.
(Profit)/Loss on Disposal of Assets	(155,552)	(610%)	Permanent	Actual YTD loss on disposal is greater than YTD Budget. Forecast adjusted in mid-year budget review.
Investing Activities				
Proceeds from Disposal of Assets	(901,937)	(80%)	Timing	YTD Budget less than YTD actual. No land sales have occurred.
Grants and Contributions	698,946	91%	Timing	Roads to Recovery and Blackspot grant funding received earlier than anticipated in budget. Impact \$380,316. A forecast increase of \$200,000 for State Government grant funding which was not anticipated in the budget. \$150,000 of these funds has been allocated to floodlighting at the Mundaring tennis courts, whilst \$50,000 has been allocated to playground upgrades at Noblewood Estate (Leno Court) and Parkerville Oval. A forecast increase of \$84,500 in grant funding relating to unclaimed grant funding for 2016/17 for the Harry Riseborough Oval change rooms.
Purchase Property, Plant & Equipment	(2,868,113)	37%	Timing	Actual expenses for Mundaring Arena \$1,943,013 less than YTD budget. Expenditure on Plant and Vehicle replacement program \$781,517 less than YTD budget.
Purchase Infrastructure	588,924	(23%)	Permanent	Impact of incomplete works carried over from 16/17. Year end forecast adjusted as part of mid-year budget review.
Financing Activities				
Repayment of Debentures	45,023	(13%)	Timing	February loan repayments process at the end of January
Transfers from Reserves	(1,682,883)	(32%)	Timing	Timing of transfers from Civic Facilities Reserve to fund Mundaring Arena. Impact \$1,715,583.
Transfers to Reserves	(887,549)	61%	Timing	Timing of transfers to reserves. Most transfers will occur 30 June 2018. No transfers to the Capital Investment Reserves due to land sales not eventuating as yet.

SHIRE OF MUNDARING
INVESTMENT SUMMARY as at 31 January 2018

MUNICIPAL FUNDS

		Amount Invested	Interest Rate	Period of Investment	Investment Date	Maturity Date
<u>Unrestricted Use Funds</u>						
1	Bendigo Investment Account (on Call)	5,629,839	1.40%	N/A	N/A	N/A
129	NAB	2,559,678	2.55%	365 days	21-Aug-17	21-Aug-18
132	Suncorp Bank	5,000,000	2.50%	180 days	13-Sep-17	12-Mar-18
133	BankWest	2,500,000	2.47%	152 days	13-Sep-17	12-Feb-18
135	NAB	2,012,427	2.45%	120 days	12-Dec-17	11-Apr-18
Total		17,701,944				

RESERVE FUNDS

2	Bendigo Investment Account (on Call)	821,456	1.40%	N/A	N/A	N/A
60A	Bendigo	1,421,725	2.65%	368 days	22-Sep-17	25-Sep-18
107	ANZ	2,418,644	2.25%	181 days	29-Jan-18	29-Jul-18
108	ANZ	1,806,058	2.25%	181 days	17-Jan-18	17-Jul-18
126	BankWest	3,100,246	2.50%	272 days	23-Jun-17	22-Mar-18
127	NAB	3,641,348	2.54%	180 days	13-Oct-17	11-Apr-18
128	Westpac	4,697,724	2.58%	273 days	19-Jan-18	19-Oct-18
Total		17,907,200.64				

TOTAL MUNI / RESERVE INVESTMENTS **\$35,609,145**

TRUST FUNDS

Road Construction/POS Funds

3	Bendigo Investment Account (on Call)	\$1,296,699	1.40%	N/A	N/A	N/A
58	BankWest	\$1,456,321	2.50%	120 days	29-Jan-18	29-May-18
98	BankWest	\$1,252,850	2.45%	365 days	1-Aug-17	1-Aug-18
99	BankWest	\$1,252,899	2.47%	273 days	4-Aug-17	4-May-18
TOTAL TRUST INVESTMENTS		5,258,768.76				

10.11 List of Payments made during January 2018

File Code	FI.RPT 1
Author	Stan Kocian, Manager Finance & Governance
Senior Employee	Paul O'Connor, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Cheque and NAB Listing January 2018 ↓

SUMMARY

A list of accounts paid from the Municipal Fund or Trust Fund under the Chief Executive Officer's delegated authority for the month of January 2018 is presented to Council for noting.

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Shire's Municipal and Trust Funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented

STATUTORY / LEGAL IMPLICATIONS

Regulation 13 of the Local Government (Financial Management) Regulations 1996 states:

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month 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*

(3) A list prepared under sub regulation (1) or (2) is to be –

- (a) presented to council at the next ordinary meeting of the council after the list is prepared; and*
- (b) recorded in the minutes of that meeting*

POLICY IMPLICATIONS

AS-04 Purchasing Policy

FINANCIAL IMPLICATIONS

All payments have been made in accordance with the approved budget and provides for the effective and timely payment of the Shire's contractors and other creditors

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

SUSTAINABILITY IMPLICATIONS

Expenditure has been incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles

RISK IMPLICATIONS

Nil

EXTERNAL CONSULTATION

Nil

COMMENT

Nil

VOTING REQUIREMENT

Simple Majority

<h2>RECOMMENDATION</h2>

That Council notes the list of payments made during January 2018 as attached in Attachment 1 to Report 10.11.

PAYMENTS BETWEEN MEETINGS

In compliance with *Regulation 13 of the Local Government (Financial Management) Regulations 1996* (as amended) a list of accounts paid since the last such list was prepared is to be presented to the next Ordinary Meeting of Council and included in the minutes of that meeting.

CERTIFICATION

The attached schedule of accounts paid is for the period made during January 2018 totalling **\$3,648,662.07** be received by Council covers:

- Municipal Cheques 200176 - 200180;
- Electronic Funds Transfers; and
- Trust Fund Cheques 400323 – 400336

has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services as to prices, computations, costings, and amounts due for payment.

Cheques have been signed in accordance with Council resolution R23120 and Instrument of Delegation - Reference: CE - 1 of the Delegations of Authority Register dated 22 July 1997.

Under Section 5.46 (3) of the *Local Government Act* and *Regulation 19 of the Local Government (Administration) Regulations*, this record of the Exercise of Delegated Authority is registered.



DIRECTOR CORPORATE SERVICES

Schedule of Accounts:

	Amounts \$	Total \$
MUNICIPAL ACCOUNT		
MUNICIPAL CHEQUE PAYMENTS	2,262.11	
EFT PAYMENTS	2,613,568.69	
EFT PAYROLL PAYMENTS	957,176.74	
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	26,172.19	
 FLEETCARE FUEL PAYMENTS	 3,602.07	
COMMONWEALTH BANK BPOINT FEES	768.54	
BENDIGO MERCHANT BANK FEES	2,846.52	
BENDIGO DIRECT DEBIT FEES	313.85	
EZIDEBIT BANK FEES	91.96	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	21,557.80	
KONICA MINOLTA – EQUIPMENT LEASE	2,849.07	
PUMA FUEL	25.70	
 TOTAL MUNICIPAL ACCOUNT		 3,631,235.1
 TRUST ACCOUNT		 17,426.1
 TOTAL ALL SCHEDULES		 3,648,662.1

Payee	Cheque No	Date	Details	Sub Total	Total
Shire of Mundaring - Municipal Fund	Account : 633-000 158416347				
Cheque Details					
Ms I M Scott	00200176	04/01/2018	RATES REFUND		\$326.41
	REFUND	04/01/2018	RATES REFUND		
Shire of Mundaring	00200177	05/01/2018	REIMBURSEMENT OF PETTY CASH		\$140.85
	PETTY CASH	05/01/2018	REIMBURSEMENT OF PETTY CASH - ERFDC		
Shire of Mundaring	00200178	19/01/2018	REIMBURSEMENT OF PETTY CASH		\$532.20
	PETTY CASH	17/01/2018	REIMBURSEMENT OF PETTY CASH - DEPOT		\$255.90
	PETTY CASH	19/01/2018	REIMBURSEMENT OF PETTY CASH - BROWN PARK		\$276.30
Mr C J Scollan	00200179	25/01/2018	RATES REFUND		\$623.40
	REFUND	25/01/2018	RATES REFUND		
Shire of Mundaring	00200180	25/01/2018	REIMBURSEMENT OF PETTY CASH		\$639.25
	PETTY CASH	25/01/2018	REIMBURSEMENT OF PETTY CASH - ADMIN		
			Total Confirmation Cheques		\$2,262.11
Electronic Funds Transfer					
ClickSuper Pty Ltd	1976.11050-01	03/01/2018	SUPERANNUATION		\$200,622.08
	Dec2017-1	02/01/2018	SUPERANNUATION-DEC2017-1	\$154,119.77	
	Dec2017-10	02/01/2018	SUPERANNUATION-DEC2017-10	\$768.48	
	Dec2017-12	02/01/2018	SUPERANNUATION-DEC2017-12	\$3,188.16	
	Dec2017-13	02/01/2018	SUPERANNUATION-DEC2017-13	\$5,766.25	
	Dec2017-14	02/01/2018	SUPERANNUATION-DEC2017-14	\$588.79	
	Dec2017-18	02/01/2018	SUPERANNUATION-DEC2017-18	\$2,388.38	
	Dec2017-19	02/01/2018	SUPERANNUATION-DEC2017-19	\$90.23	
	Dec2017-22	02/01/2018	SUPERANNUATION-DEC2017-22	\$790.69	
	Dec2017-23	02/01/2018	SUPERANNUATION-DEC2017-23	\$1,486.41	
	Dec2017-24	02/01/2018	SUPERANNUATION-DEC2017-24	\$948.09	
	Dec2017-26	02/01/2018	SUPERANNUATION-DEC2017-26	\$535.92	
	Dec2017-27	02/01/2018	SUPERANNUATION-DEC2017-27	\$1,568.72	
	Dec2017-3	02/01/2018	SUPERANNUATION-DEC2017-3	\$940.99	
	Dec2017-30	02/01/2018	SUPERANNUATION-DEC2017-30	\$875.77	
	Dec2017-32	02/01/2018	SUPERANNUATION-DEC2017-32	\$957.76	
	Dec2017-33	02/01/2018	SUPERANNUATION-DEC2017-33	\$1,311.49	
	Dec2017-34	02/01/2018	SUPERANNUATION-DEC2017-34	\$135.62	
	Dec2017-35	02/01/2018	SUPERANNUATION-DEC2017-35	\$357.46	
	Dec2017-37	02/01/2018	SUPERANNUATION-DEC2017-37	\$957.86	
	Dec2017-4	02/01/2018	SUPERANNUATION-DEC2017-4	\$971.23	
	Dec2017-40	02/01/2018	SUPERANNUATION-DEC2017-40	\$926.71	
	Dec2017-41	02/01/2018	SUPERANNUATION-DEC2017-41	\$484.88	
	Dec2017-42	02/01/2018	SUPERANNUATION-DEC2017-42	\$1,123.68	
	Dec2017-43	02/01/2018	SUPERANNUATION-DEC2017-43	\$596.62	
	Dec2017-45	02/01/2018	SUPERANNUATION-DEC2017-45	\$40.69	
	Dec2017-46	02/01/2018	SUPERANNUATION-DEC2017-46	\$279.97	
	Dec2017-47	02/01/2018	SUPERANNUATION-DEC2017-47	\$101.72	
	Dec2017-48	02/01/2018	SUPERANNUATION-DEC2017-48	\$505.18	
	Dec2017-49	02/01/2018	SUPERANNUATION-DEC2017-49	\$387.90	
	Dec2017-50	02/01/2018	SUPERANNUATION-DEC2017-50	\$580.48	
	Dec2017-52	02/01/2018	SUPERANNUATION-DEC2017-52	\$505.18	

Payee	Cheque No	Date	Details	Sub Total	Total
	Dec2017-53	02/01/2018	SUPERANNUATION-DEC2017-53	\$696.70	
	Dec2017-54	02/01/2018	SUPERANNUATION-DEC2017-54	\$137.00	
	Dec2017-55	02/01/2018	SUPERANNUATION-DEC2017-55	\$1,899.52	
	Dec2017-56	02/01/2018	SUPERANNUATION-DEC2017-56	\$475.44	
	Dec2017-6	02/01/2018	SUPERANNUATION-DEC2017-6	\$440.42	
	Dec2017-7	02/01/2018	SUPERANNUATION-DEC2017-7	\$1,637.54	
	Dec2017-8	02/01/2018	SUPERANNUATION-DEC2017-8	\$11,147.58	
	Dec2017-9	02/01/2018	SUPERANNUATION-DEC2017-9	\$66.80	
Mrs G M Johnson	1977.12332-01	04/01/2018	RATES REFUND		\$581.13
	REFUND	04/01/2018	RATES REFUND		
M2 Commander Pty Ltd	1978.10819-01	08/01/2018	ADSL CHARGES		\$493.59
	17338506	03/01/2018	ADSL CHARGES		
Noah Catering	1978.11020-01	08/01/2018	CATERING		\$891.00
	116741	15/12/2017	CATERING - ORDINARY COUNCIL MEETING		\$891.00
Frontline Fire & Rescue Equipment	1978.11135-01	08/01/2018	EQUIPMENT		\$240.57
	58917	15/12/2017	EQUIPMENT		
AXIS Contracting Pty Ltd	1978.11161-01	08/01/2018	PATH REINSTATEMENTS		\$443.96
	3384	03/01/2018	PATH REINSTATEMENTS		
Learning Seat Pty Ltd	1978.11328-01	08/01/2018	SUBSCRIPTION FEE		\$1,363.56
	19094138	21/12/2017	SUBSCRIPTION FEE		
Immaculate Holdings Pty Ltd T/A Kalamunda Sweeping	1978.11345-01	08/01/2018	STREET SWEEPING		\$3,597.83
	4409	03/01/2018	STREET SWEEPING		\$1,860.10
	4408	03/01/2018	STREET SWEEPING		\$1,737.73
Ergolink (Max & Claire Pty Ltd T/A)	1978.11413-01	08/01/2018	OFFICE FURNITURE		\$837.20
	SI-00080520	05/01/2018	SIT/STAND DESK		
S and I Services (Sheska Illik) T/A	1978.11452-01	08/01/2018	CLEANING		\$280.00
	85	03/01/2018	CLEANING		
Swan Valley Fresh (Vendor Management Solutions Pty Ltd T/A)	1978.11474-01	08/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$381.16
	00016948	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$138.77
	00016952	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$44.25
	00016975	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$83.25
	00016986	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$114.89
The Stationery Co (C Willis & D J Willis T/A)	1978.11953-01	08/01/2018	STATIONERY		\$54.94
	152627	14/12/2017	STATIONERY		\$54.94
Department of Human Services - Child Support	1978.12-01	08/01/2018	CHILD SUPPORT PAYMENT		\$498.51
	PY02-13-CHILD	24/12/2017	CHILD SUPPORT PAYMENT		
AFGR Equipment Australia Pty Ltd	1978.12027-01	08/01/2018	PARTS		\$3.37
	1702600	20/12/2017	SUPPLY OF PARTS FOR 00 MDG P261		\$3.37

Payee	Cheque No	Date	Details	Sub Total	Total
Recruitwest Pty Ltd	1978.12078-01	08/01/2018	TEMP STAFF		
	C INV 480114	03/01/2018	TEMP STAFF - DEPOT	\$4,478.90	\$7,166.24
	C INV 480192	05/01/2018	TEMP STAFF - DEPOT	\$2,687.34	
Biobean Coffee Pty Ltd	1978.12185-01	08/01/2018	PROVISIONS FOR REFLECTIONS CAFE		
	00006455	20/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$132.00	\$132.00
Active Games & Entertainment	1978.12325-01	08/01/2018	GAMES HIRE		
	20180113MUND	03/01/2018	GAMES HIRE - CINEMA UNDER STARLIGHT	\$418.00	\$418.00
Shire of Mundaring	1978.13-01	09/01/2018	PAYROLL DEDUCTION		
	PY01-13-Private	24/12/2017	PAYROLL DEDUCTION	\$420.00	\$4,100.55
	PY01-13-Child	24/12/2017	PAYROLL DEDUCTION	\$891.85	
	PY01-13-	24/12/2017	PAYROLL DEDUCTION	\$659.22	
	PY01-13-	24/12/2017	PAYROLL DEDUCTION	\$688.26	
	PY01-13-LSL	24/12/2017	PAYROLL DEDUCTION	\$97.39	
	PY02-13-Private	24/12/2017	PAYROLL DEDUCTION	\$280.00	
	PY02-13-Buy	24/12/2017	PAYROLL DEDUCTION	\$377.45	
	PY01-13-Buy	24/12/2017	PAYROLL DEDUCTION	\$706.38	
NNT - Division of Pacific Brands Workwear Group P/L	1978.1328-01	08/01/2018	UNIFORMS		\$139.76
	10095074	03/01/2018	UNIFORMS - LIBRARY	\$139.76	
Schweppes Australia Pty Ltd	1978.145-01	08/01/2018	KIOSK SUPPLIES		
	0807514568	14/12/2017	KIOSK SUPPLIES	\$729.20	\$729.20
Eastern Hills Saws & Mowers Pty Ltd	1978.146-01	08/01/2018	PARTS		
	40295 # 4	03/01/2018	PARTS	\$205.00	\$205.00
CJD Equipment Pty Ltd	1978.147-01	08/01/2018	PARTS		
	1618701	14/12/2017	SUPPLY OF PARTS FOR 020 MDG	\$45.80	\$45.80
Eastern Region Security	1978.191-01	08/01/2018	SECURITY SERVICES		
	00016709	05/01/2018	SECURITY SERVICES	\$264.98	\$4,181.94
	00016711	05/01/2018	SECURITY SERVICES	\$600.48	
	00016710	05/01/2018	SECURITY SERVICES	\$633.73	
	00016713	05/01/2018	SECURITY SERVICES	\$595.71	
	00016712	05/01/2018	SECURITY SERVICES	\$380.92	
	00016737	05/01/2018	SECURITY SERVICES	\$77.00	
	00016714	05/01/2018	SECURITY SERVICES	\$463.12	
	00016739	05/01/2018	SECURITY SERVICES	\$319.00	
	00016738	05/01/2018	SECURITY SERVICES	\$385.00	
	00016743	05/01/2018	SECURITY SERVICES	\$231.00	
	00016742	05/01/2018	SECURITY SERVICES	\$77.00	
	00016741	05/01/2018	SECURITY SERVICES	\$77.00	
	00016740	05/01/2018	SECURITY SERVICES	\$77.00	
Konica Minolta Business Solutions Aust Pty Ltd	1978.197-01	08/01/2018	PHOTOCOPIER PRINTING		\$220.90
	84581714	20/12/2017	PHOTOCOPIER PRINTING	\$220.90	

Payee	Cheque No	Date	Details	Sub Total	Total
Cova Parts Pty Ltd	1978.199-01	08/01/2018	PARTS		\$49.01
	1610072005	21/12/2017	PARTS	\$20.44	
	1610072359	21/12/2017	PARTS	\$28.57	
Deputy Commissioner of Taxation	1978.215-01	08/01/2018	TAXATION		\$148,471.00
	PY01-13-Deputy	24/12/2017	PAYROLL DEDUCTION	\$122,675.00	
	PY02-13-Deputy	24/12/2017	PAYROLL DEDUCTION	\$25,796.00	
Stewart & Heston Clothing Co	1978.2625-01	08/01/2018	UNIFORMS		\$525.55
	SIN-2820118	15/12/2017	UNIFORMS	\$24.21	
	SIN-2820139	15/12/2017	UNIFORMS	\$175.57	
	SIN-2820176	15/12/2017	UNIFORMS	\$98.42	
	SIN-2820554	05/01/2018	UNIFORMS	\$227.35	
Du Cene Pty Ltd	1978.2737-01	08/01/2018	CLEANING		\$63,126.35
	00008711	03/01/2018	CLEANING SERVICES	\$165.48	
	00008708	03/01/2018	TOILET PAPER	\$39.48	
	00008707	03/01/2018	MONTHLY CLEANING	\$62,921.39	
Hills Seafood Supplies	1978.2741-01	08/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$1,877.94
	48218	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$726.48	
	48276	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$468.17	
	48360	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$683.29	
Wine Australia Pty Limited	1978.280-01	08/01/2018	STATIONERY		\$134.16
	9022955134	15/12/2017	STATIONERY	\$134.16	
Civica Pty Ltd	1978.300-01	08/01/2018	SOFTWARE LICENSE FEES		\$9,831.03
	MILG007845	03/01/2018	BIS ANNUAL LICENSE	\$9,831.03	
McLeods Barristers and Solicitors	1978.307-01	08/01/2018	PROVISION OF PROFESSIONAL LEGAL SERVICES		\$4,166.08
	101250	05/01/2018	EMRC RESOURCE RECOVERY FACILITY	\$4,166.08	
Quick Corporate Australia	1978.3445-01	08/01/2018	STATIONERY		\$82.04
	SIN-910202	20/12/2017	STATIONERY	\$82.04	
Two Stroke Lawnmowing	1978.3449-01	08/01/2018	GARDENING		\$180.00
	00003201	03/01/2018	SLASHING	\$180.00	
Eastern Hills Veterinary Centre	1978.360-01	08/01/2018	MICROCHIPPING		\$320.00
	1957438	05/01/2018	MICROCHIPPING	\$40.00	
	1899167	05/01/2018	MICROCHIPPING	\$40.00	
	1900411	05/01/2018	MICROCHIPPING	\$80.00	
	1908157	05/01/2018	MICROCHIPPING	\$40.00	
	1909636	05/01/2018	MICROCHIPPING	\$40.00	
Mundaring Electrical Contracting Service	1917131	05/01/2018	MICROCHIPPING	\$40.00	
	1944919	05/01/2018	MICROCHIPPING	\$40.00	
	1978.381-01	08/01/2018	ELECTRICAL SERVICES		\$333.30
	6580	03/01/2018	ELECTRICAL SERVICES	\$234.30	
	6577	03/01/2018	ELECTRICAL SERVICES	\$99.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Bobcat-Attach	1978.3996-01	09/01/2018	PARTS		\$1,705.00
	18857	14/12/2017	BIN LIDS	\$1,705.00	
Health Insurance Fund of WA					
	1978.4-01	09/01/2018	PAYROLL DEDUCTION		\$1,171.00
	PY01-13-HIF	24/12/2017	PAYROLL DEDUCTION	\$1,171.00	
Perry Environmental Contracting					
	1978.4386-01	09/01/2018	MAINTENANCE		\$25,869.25
	2605	03/01/2018	WEED REMOVAL	\$2,420.00	
	2608	03/01/2018	WEED CONTROL	\$23,449.25	
Markenforce Pty Ltd					
	1978.4433-01	09/01/2018	ADVERTISING		\$182.48
	86734	21/12/2017	ADVERTISING	\$182.48	
Flexi Staff Pty Ltd					
	1978.4560-01	09/01/2018	TEMP STAFF		\$1,817.13
	184060	05/01/2018	TEMP STAFF - DEPOT	\$1,817.13	
Totally Workwear Midland					
	1978.5558-01	09/01/2018	UNIFORMS		\$94.63
	MD3770.D1	14/12/2017	UNIFORMS	\$94.63	
Shire of Mundaring - Lotto Club					
	1978.5719-01	09/01/2018	PAYROLL DEDUCTION		\$271.80
	PY01-13-STAFF	24/12/2017	PAYROLL DEDUCTION	\$258.02	
	PY02-13-STAFF	24/12/2017	PAYROLL DEDUCTION	\$13.58	
Mrs Macs Pty Ltd					
	1978.5924-01	09/01/2018	KIOSK SUPPLIES		\$451.10
	3863861	14/12/2017	KIOSK SUPPLIES	\$451.10	
West Coast Spring Water Pty Ltd					
	1978.5945-01	09/01/2018	CAFE BAR CONSUMABLES		\$40.20
	0983621	05/01/2018	CAFE BAR CONSUMABLES	\$20.10	
	0985455	05/01/2018	CAFE BAR CONSUMABLES	\$20.10	
Shire of Mundaring - Social Club					
	1978.6-01	09/01/2018	PAYROLL DEDUCTION		\$168.00
	PY01-13-	24/12/2017	PAYROLL DEDUCTION	\$166.00	
	PY02-13-	24/12/2017	PAYROLL DEDUCTION	\$2.00	
Western Power					
	1978.6657-01	09/01/2018	ELECTRICAL SERVICES		\$20,354.00
	CORP80413141	20/12/2017	ADMINISTRATION FEE	\$550.00	
	CORP80413142	20/12/2017	COMMERCIAL CONNECTION - L385 COPPIN RD	\$19,804.00	
The Watershed Water Systems					
	1978.68-01	09/01/2018	RETICULATION PARTS		\$1,596.01
	10159498	21/12/2017	CHIDLOW VILLAGE GREEN - RETICULATION COMPONENTS	\$1,074.51	
	10159412	21/12/2017	RETICULATION PARTS	\$284.21	
	10159414	21/12/2017	RETICULATION PARTS	\$55.89	
	10159499	21/12/2017	RETICULATION PARTS	\$36.00	
	10159500	21/12/2017	RETICULATION PARTS	\$36.29	
	10159669	21/12/2017	RETICULATION PARTS	\$108.11	
Australian Services Union					
	1978.7-01	09/01/2018	PAYROLL DEDUCTION		\$274.60
	PY01-13-	24/12/2017	PAYROLL DEDUCTION	\$27.46	
	PY02-13-	24/12/2017	PAYROLL DEDUCTION	\$247.14	
Pirtek Midland					
	1978.7318-01	09/01/2018	HOSES		\$646.03
	MD-T00013948	03/01/2018	HOSES	\$646.03	

Payee	Cheque No	Date	Details	Sub Total	Total
Scoob's Dingo Service	1978.7426-01 1993	08/01/2018 03/01/2018	FOOTPATH SWEEPING FOOTPATH SWEEPING	\$1,485.00	\$1,485.00
Worldwide Online Printing East Perth	1978.7447-01 261738 261737 261736	08/01/2018 21/12/2017 21/12/2017 21/12/2017	BUSINESS CARDS BUSINESS CARDS BUSINESS CARDS BUSINESS CARDS	\$147.00 \$147.00 \$147.00 \$882.00	\$1,176.00
Insight CCS	1978.7541-01 00089896 00089133	08/01/2018 03/01/2018 03/01/2018	INSIGHT AFTER HOURS SERVICE INSIGHT AFTER HOURS SERVICE NOVEMBER 2017 INSIGHT AFTER HOURS SERVICE SEPTEMBER 2017	\$3,068.79 \$1,418.56 \$1,650.23	\$3,068.79
West Force Plumbing & Gas	1978.7735-01 00023200 00023205 00023208 00023204 00023201	08/01/2018 15/12/2017 15/12/2017 15/12/2017 20/12/2017 21/12/2017	PLUMBING PLUMBING PLUMBING PLUMBING PLUMBING PLUMBING	\$148.50 \$187.00 \$198.00 \$335.50 \$264.00	\$1,133.00
Bunnings Group Limited	1978.80-01 2180/01632614 2180/01534029	08/01/2018 14/12/2017 03/01/2018	HARDWARE HARDWARE HARDWARE	\$347.38 \$45.36 \$302.02	\$347.38
LGRCEU	1978.8-01 PY02-13	08/01/2018 24/12/2017	PAYROLL DEDUCTION PAYROLL DEDUCTION	\$61.50 \$61.50	\$61.50
E Fire & Safety	1978.8275-01 00212732	08/01/2018 21/12/2017	MONTHLY FIRE PANEL TESTING MONTHLY FIRE PANEL TESTING	\$147.40 \$147.40	\$147.40
Natural Area Holdings P/L T/A Natural Area Consulting Management	1978.8374-01 00008722	08/01/2018 03/01/2018	WEED CONTROL WEED CONTROL	\$2,530.00 \$2,530.00	\$2,530.00
Airrite Cleaning	1978.8677-01 327649	08/01/2018 15/12/2017	SANITARY BIN SANITARY BIN	\$261.80 \$261.80	\$261.80
Northam Tree Services	1978.8769-01 1710	08/01/2018 03/01/2018	STREET TREE MAINTENANCE STREET TREE MAINTENANCE	\$2,333.10 \$2,333.10	\$2,333.10
All About You - Beauty to Perfection	1978.8829-01 2017-13	08/01/2018 03/01/2018	FACE PAINTING FACE PAINTING - CINEMA UNDER STARLIGHT	\$600.00 \$600.00	\$600.00
Ezy Software Solutions	1978.8862-01 009006	08/01/2018 03/01/2018	SOFTWARE DEVELOPMENT FMS DEVELOPMENT STAGE 4	\$1,149.50 \$1,149.50	\$1,149.50
Sign Supermarket	1978.904-01 17220 17219	08/01/2018 03/01/2018 03/01/2018	SIGNS CAFE BANNER BOOK CAFE STICKERS	\$250.00 \$100.00	\$350.00
JS Roadside Products Pty Ltd	1978.9089-01 IV00000875	08/01/2018 14/12/2017	GUIDE POSTS BLUE GUIDE POSTS BLUE	\$6,853.00 \$6,853.00	\$6,853.00

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Zerco Pty Ltd	1978.9142-01	08/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$287.10
	76089	20/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$287.10	
The Cookie Barrel	1978.9463-01	08/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$533.93
	00358239	06/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$139.81	
	00358708	15/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$92.48	
	00359065	20/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$149.51	
	00359260	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$152.13	
All Fence U Rent Pty Ltd	1978.9935-01	08/01/2018	TEMPORARY FENCING		\$495.00
	00021505	03/01/2018	TEMPORARY FENCING	\$495.00	
Scanlan Surveys Pty Ltd	1978.9972-01	08/01/2018	SURVEY FEES		\$3,025.00
	7985/17	03/01/2018	SURVEY FEES	\$3,025.00	
Mr A Brennan	1979.11202-01	08/01/2018	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$291.67	
Ms L Fisher	1979.11203-01	08/01/2018	COUNCILLOR ALLOWANCE		\$3,084.01
	MEETING FEE	24/11/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
	ALLOWANCE	24/11/2017	COUNCILLOR ALLOWANCE	\$1,059.42	
	ALLOWANCE	24/11/2017	ENTITLEMENTS FOR JANUARY 2018	\$291.67	
Mr J S Martin	1979.11205-01	08/01/2018	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$291.67	
Mr D A Jeans	1979.11210-01	08/01/2018	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JANUARY 2018	\$291.67	
Mrs J M Reilly	1979.11287-01	08/01/2018	CROSSOVER CONTRIBUTION		\$1,850.00
	XOVER	03/01/2018	CROSSOVER CONTRIBUTION	\$1,850.00	
Ms R Blake	1979.11890-01	08/01/2018	YOUTH SPONSORSHIP		\$100.00
	SPONSORSHIP	03/01/2018	YOUTH SPONSORSHIP	\$100.00	
Miss K Driver	1979.12267-01	08/01/2018	COUNCILLOR ALLOWANCE		\$1,732.92
	MEETING FEE	24/11/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
Mr I R Green	1979.12268-01	08/01/2018	COUNCILLOR ALLOWANCE		\$1,732.92
	MEETING FEE	24/11/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
Mr J Russell	1979.12269-01	08/01/2018	COUNCILLOR ALLOWANCE		\$1,732.92
	MEETING FEE	24/11/2017	ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	
Mr A Ohman	1979.12328-01	08/01/2018	YOUTH SPONSORSHIP		\$200.00
	SPONSORSHIP	03/01/2018	YOUTH SPONSORSHIP	\$200.00	
Miss A Ohman	1979.12329-01	08/01/2018	YOUTH SPONSORSHIP		\$200.00
	SPONSORSHIP	03/01/2018	YOUTH SPONSORSHIP	\$200.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Mrs M E Merchant	1979.12334-01 REFUND	08/01/2018 05/01/2018	REFUND REFUND FOR CHILDCARE FEES	\$63.24	\$63.24
Mrs C P Hooper	1979.12335-01 REFUND	08/01/2018 05/01/2018	REFUND REFUND FOR CANCELLED POOL INSPECTION	\$77.00	\$77.00
Synergy	1979.174-01 3625641925 1808368323 5100198416 3671966720 4024613924 5145475816 5185501927	08/01/2018 03/01/2018 03/01/2018 03/01/2018 05/01/2018 05/01/2018 05/01/2018	ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY	\$388.05 \$5,727.85 \$804.50 \$11,693.55 \$307.10 \$5,035.45 \$3,422.90	\$27,379.40
Glen Forrest Volunteer Bushfire Brigade	1979.196-01 SOM-LJCL-11	08/01/2018 08/01/2018	HAZARD REDUCTION BURN HAZARD REDUCTION BURN - BENOWA DR GLEN FORREST	\$1,350.00	\$1,350.00
Darling Range Volunteer Bushfire Brigade	1979.217-01 #3790	08/01/2018 08/01/2018	ESL REIMBURSEMENT ESL REIMBURSEMENT 04/09/17-15/11/17	\$4,681.53	\$4,681.53
Mr D A Lavell	1979.3229-01 ALLOWANCE MEETING FEE	08/01/2018 10/07/2017 24/11/2017	COUNCILLOR ALLOWANCE ENTITLEMENTS FOR JANUARY 2018 ENTITLEMENTS FOR JANUARY 2018	\$291.67 \$1,732.92	\$2,024.59
Mr J S Daw	1979.4526-01 MEETING FEE ALLOWANCE	08/01/2018 24/11/2017 24/11/2017	COUNCILLOR ALLOWANCE ENTITLEMENTS FOR JANUARY 2018 ENTITLEMENTS FOR JANUARY 2018	\$2,222.92 \$4,237.67 \$291.67	\$6,752.26
Mr S H Fox	1979.5600-01 MEETING FEE ALLOWANCE	08/01/2018 10/07/2017 10/07/2017	COUNCILLOR ALLOWANCE ENTITLEMENTS FOR JANUARY 2018 ENTITLEMENTS FOR JANUARY 2018	\$1,732.92 \$291.67	\$2,024.59
Shire of Mundaring	1979.589-01 281217	08/01/2018 03/01/2018	FDC PARENT LEVY FDC PARENT LEVY	\$18,809.61	\$18,809.61
Mrs T Burridge	1979.6185-01 MEETING FEE	08/01/2018 24/11/2017	COUNCILLOR ALLOWANCE ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	\$1,732.92
Mr D J Jones	1979.8066-01 MEETING FEE	08/01/2018 24/11/2017	COUNCILLOR ALLOWANCE ENTITLEMENTS FOR JANUARY 2018	\$1,732.92	\$1,732.92
Ms R B McAllister	1979.8458-01 REIMBURSEMENT	08/01/2018 08/01/2018	REIMBURSEMENT REIMBURSEMENT FOR INDIGENOUS ADVANCEMENT EXPENSES	\$151.00	\$151.00
Water Corporation	1980.34-01 9022605351 9004646782 9004645034 9004631732	09/01/2018 21/12/2017 03/01/2018 03/01/2018 03/01/2018	WATER RATES & FEES REPAIR WORK - 22 LINDSAY PL WATER RATES & FEES WATER RATES & FEES WATER RATES & FEES	\$2,128.33 \$2,206.74 \$547.05 \$3,446.87	\$15,779.04

Payee	Cheque No	Date	Details	Sub Total	Total
DLC Gardens Cleaning & Maintenance (Debra Crowe T/A)	9004637480	03/01/2018	WATER RATES & FEES	\$55.63	
	9004639478	03/01/2018	WATER RATES & FEES	\$3,372.69	
	9004646780	03/01/2018	WATER RATES & FEES	\$132.13	
	9004650204	09/01/2018	WATER RATES & FEES	\$27.82	
	9004680788	09/01/2018	WATER RATES & FEES	\$140.16	
	9009882418	09/01/2018	WATER RATES & FEES	\$9.27	
	9004674708	09/01/2018	WATER RATES & FEES	\$943.43	
	9004677028	09/01/2018	WATER RATES & FEES	\$238.75	
	9012388904	09/01/2018	WATER RATES & FEES	\$1,250.63	
	9004631716	09/01/2018	WATER RATES & FEES	\$1,196.09	
	9004631724	09/01/2018	WATER RATES & FEES	\$83.45	
	1981.10312-01	15/01/2018	GARDENING & CLEANING		\$2,280.50
	0382	12/01/2018	GARDENING	\$210.00	
	0383	12/01/2018	CLEANING	\$210.00	
	0384	12/01/2018	GARDENING	\$210.00	
	0385	12/01/2018	GARDENING	\$373.00	
	0386	12/01/2018	GARDENING	\$35.00	
	0387	12/01/2018	GARDENING	\$35.00	
	0388	12/01/2018	CLEANING	\$35.00	
	0389	12/01/2018	GARDENING	\$70.00	
	0390	12/01/2018	GARDENING	\$402.50	
	0391	12/01/2018	CLEANING	\$542.50	
	0392	12/01/2018	GARDENING	\$157.50	
Commercial Aquatics Australia Pty Ltd	1981.10337-01	15/01/2018	REPAIRS		\$156.75
	11965	11/01/2018	REPAIRS TO CHLORINE PROBE	\$156.75	
Waterlogic Australia Pty Ltd	1981.10398-01	15/01/2018	MONTHLY SERVICING OF ZIP HOT WATER SYSTEM		\$132.00
	01512971	05/01/2018	MONTHLY SERVICING OF ZIP HOT WATER SYSTEM	\$132.00	
Alisco Pty Ltd	1981.10881-01	15/01/2018	FIRST AID KIT REPLENISHMENT		\$475.78
	CPER1786996	11/01/2018	FIRST AID KIT REPLENISHMENT	\$28.22	
	CPER1786995	11/01/2018	FIRST AID KIT REPLENISHMENT	\$348.81	
	CPER1786994	11/01/2018	FIRST AID KIT REPLENISHMENT	\$98.75	
Amgrow Australia Pty Ltd T/As Nuturf	1981.10931-01	15/01/2018	TURF SUPPLIES		\$462.00
	101307	21/12/2017	SUPPLY OF 5KG OF KIKUYU SEED	\$462.00	
Telstra SNP Monitoring Pty Ltd	1981.11017-01	15/01/2018	ROUTINE ANNUAL MAINTENANCE		\$584.61
	SP74896	11/01/2018	ROUTINE ANNUAL MAINTENANCE	\$584.61	
Frontline Fire & Rescue Equipment	1981.11135-01	15/01/2018	EQUIPMENT		\$2,897.84
	58149	10/01/2018	EQUIPMENT	\$1,053.80	
	58150	10/01/2018	EQUIPMENT	\$526.90	
	58090	10/01/2018	EQUIPMENT	\$1,317.14	
Ratech Rubber Pty Ltd	1981.1134-01	15/01/2018	RUBBER REPAIRS		\$984.50
	00002375	10/01/2018	REPAIRS TO SOFT FALL UNDER SLIDE - BILGOMAN POOL	\$984.50	
Ergolink (Max & Claire Pty Ltd T/A)	1981.11413-01	15/01/2018	ANTI FATIGUE MATS		\$356.70
	SI-00059197	11/01/2018	ANTI FATIGUE MATS	\$356.70	

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Swan Valley Fresh (Vendor Management Solutions Pty Ltd T/A)	1981.11474-01	15/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$235.15
	00017050	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$174.39	
	00017029	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$60.76	
Contra-Flow Pty Ltd	1981.11580-01	15/01/2018	TRAFFIC MANAGEMENT		\$1,386.06
	117741368	10/01/2018	TRAFFIC MANAGEMENT	\$1,386.06	
Minda Mia Contracting	1981.1188-01	15/01/2018	GARDENING		\$21,617.65
	00004241	05/01/2018	GARDENING	\$115.50	
	00004242	05/01/2018	GARDENING	\$159.50	
	00004247	11/01/2018	GARDENING	\$2,166.23	
	00004248	11/01/2018	GARDENING	\$2,055.64	
	00004249	11/01/2018	GARDENING	\$91.66	
	00004251	11/01/2018	GARDENING	\$3,814.17	
	00004252	11/01/2018	GARDENING	\$11,870.64	
Mt Helena Veterinary Clinic	00004253	11/01/2018	GARDENING	\$1,344.31	
	1981.11913-01	15/01/2018	VETERINARY SERVICES		\$401.80
	126308	12/01/2018	DOG EUTHANASIA	\$184.00	
Eastern Hills Towing (WA Panel Works Pty Ltd T/A)	126309	12/01/2018	DOG EUTHANASIA	\$217.80	
	1981.11922-01	15/01/2018	TOWING		\$352.00
	61760	12/01/2018	TOWING	\$176.00	
Department of Human Services - Child Support	61660	12/01/2018	TOWING	\$176.00	
	1981.12-01	15/01/2018	CHILD SUPPORT PAYMENT		\$499.85
Mr D P Hayes	PY02-14-CHILD	07/01/2018	CHILD SUPPORT PAYMENT	\$499.85	
	1981.12136-01	15/01/2018	DESIGN FEES		\$1,350.00
	1008	12/01/2018	DESIGN OF ANNUAL ELECTORS MEETING PRESENTATION	\$240.00	
Biobean Coffee Pty Ltd	1004	12/01/2018	DESIGN OF ANNUAL REPORT	\$1,110.00	
	1981.12185-01	15/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$330.00
	00005538	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$330.00	
Cleverpatch Pty Ltd	1981.12276-01	15/01/2018	CRAFT MATERIALS		\$345.67
	278791	10/01/2018	CRAFT MATERIALS	\$345.67	
PK Technology Pty Ltd	1981.12279-01	15/01/2018	COMMUNICATION EQUIPMENT		\$2,991.60
	00011597	03/01/2018	NEW REAR RADIOS AND HANDS FREE KIT FOR P724	\$2,991.60	
Hare & Forbes Pty Ltd	1981.12293-01	15/01/2018	EQUIPMENT		\$754.63
	1560285	10/01/2018	BENCH GRINDER	\$23.43	
	1560255A	10/01/2018	BENCH GRINDER	\$731.20	
The Goods Australia	1981.12310-01	15/01/2018	CLEANING CHEMICALS		\$263.45
	117683	11/01/2018	CLEANING CHEMICALS	\$263.45	
Miss J G Cornelius	1981.12324-01	15/01/2018	ENTERTAINMENT		\$300.00
	SoM001	03/01/2018	MUSICAL ENTERTAINMENT - VOLUNTEER EVENT	\$300.00	

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Airspares (WA)	1981.12326-01	15/01/2018	AIR CONDITIONER SERVICE		\$260.00
	CS00655-01	15/01/2018	AIR CONDITIONER SERVICE	\$260.00	
Volich Waste Contractors Pty Ltd	1981.127-01	15/01/2018	REFUSE CONTRACT		\$127,940.87
	00004932	10/01/2018	REFUSE CONTRACT	\$220.00	
	00004933	10/01/2018	REFUSE CONTRACT	\$97,836.75	
	00004934	10/01/2018	REFUSE CONTRACT	\$2,531.10	
	00004936	10/01/2018	REFUSE CONTRACT	\$14,908.36	
	00004937	10/01/2018	REFUSE CONTRACT	\$803.00	
	00004938	10/01/2018	REFUSE CONTRACT	\$90.86	
	00004939	10/01/2018	REFUSE CONTRACT	\$243.94	
	00004940	10/01/2018	REFUSE CONTRACT	\$317.14	
	00004941	10/01/2018	REFUSE CONTRACT	\$571.12	
	00004942	10/01/2018	REFUSE CONTRACT	\$4,318.68	
	00004943	10/01/2018	REFUSE CONTRACT	\$134.90	
	00004951	10/01/2018	REFUSE CONTRACT	\$442.75	
	00004935	12/01/2018	REFUSE CONTRACT	\$5,522.27	
Shire of Munderring	1981.13-01	15/01/2018	PAYROLL DEDUCTION		\$3,239.31
	PY02-14-Private	07/01/2018	PAYROLL DEDUCTION	\$280.00	
	PY01-14-Private	07/01/2018	PAYROLL DEDUCTION	\$420.00	
	PY01-14-Child	07/01/2018	PAYROLL DEDUCTION	\$111.25	
	PY01-14-Buy	07/01/2018	PAYROLL DEDUCTION	\$708.38	
	PY01-14	07/01/2018	PAYROLL DEDUCTION	\$659.22	
	PY01-14	07/01/2018	PAYROLL DEDUCTION	\$668.26	
	PY01-14-LSL	07/01/2018	PAYROLL DEDUCTION	\$16.75	
	PY02-14-Buy	07/01/2018	PAYROLL DEDUCTION	\$377.45	
BOC Ltd	1981.135-01	15/01/2018	CYLINDER RENTAL		\$170.73
	4018223123	05/01/2018	CYLINDER RENTAL	\$170.73	
Sonic HealthPlus Pty Ltd	1981.138-01	15/01/2018	MEDICAL EXAMINATION		\$302.50
	1422105	11/01/2018	MEDICAL EXAMINATION	\$302.50	
Schweppes Australia Pty Ltd	1981.145-01	15/01/2018	KIOSK SUPPLIES		\$682.68
	0807535742	21/12/2017	KIOSK SUPPLIES	\$682.68	
Fulton Hogan Industries Pty Ltd	1981.150-01	15/01/2018	ASPHALT		\$81,222.28
	11273733	20/12/2017	ASPHALT	\$1,254.00	
	11294681	03/01/2018	SUPPLY & LAY ASPHALT - KATHERINE ST	\$79,968.28	
Australia Post	1981.15-01	15/01/2018	POSTAGE		\$1,835.16
	1007068777	10/01/2018	POSTAGE	\$1,650.92	
	1007068276	11/01/2018	POSTAGE	\$184.24	
Compasys Pty Ltd T/A Harmony Software	1981.1689-01	15/01/2018	SOFTWARE EXPENSES		\$69.30
	00019372	11/01/2018	E-SIGNATURE SUBSCRIPTION	\$69.30	
Eastern Region Security	1981.191-01	15/01/2018	SECURITY EXPENSES		\$1,122.00
	00016849	10/01/2018	SECURITY EXPENSES	\$1,122.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Konika Minolta Business Solutions Aust Pty Ltd	1981.197-01	15/01/2018	PHOTOCOPIER PRINTING		\$53.75
	84587640	20/12/2017	PHOTOCOPIER PRINTING		
Eastern Metropolitan Regional Council	1981.21-01	15/01/2018	LANDFILL DISPOSAL FEES		\$116,418.47
	013 296	10/01/2018	LANDFILL DISPOSAL FEES 13/12/17 - 19/12/17		\$43,458.78
	013 358	10/01/2018	LANDFILL DISPOSAL FEES 20/12/17 - 28/12/17		\$34,040.31
	013 415	10/01/2018	LANDFILL DISPOSAL FEES 27/12/17 - 31/12/17		\$38,919.38
Deputy Commissioner of Taxation	1981.215-01	15/01/2018	TAXATION		\$147,070.00
	PY01-14-Deputy	07/01/2018	PAYROLL DEDUCTION	\$121,095.00	
	PY02-14-Deputy	07/01/2018	PAYROLL DEDUCTION	\$25,975.00	
Security & Key Distributors	1981.218-01	15/01/2018	LOCKS		\$884.50
	1032628	11/01/2018	RE-KEY CYLINDERS	\$884.50	
Rotary Club of Mundaring (Inc.)	1981.2295-01	15/01/2018	CATERING		\$1,530.00
	RC12/18	10/01/2018	SENIOR CITIZEN CHRISTMAS LUNCH	\$1,530.00	
Stewart & Heaton Clothing Co	1981.2825-01	15/01/2018	UNIFORMS		\$98.42
	SIN-2806875	11/01/2018	UNIFORMS	\$98.42	
Hills Seafood Supplies	1981.2741-01	15/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$1,370.23
	48420	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$568.25	
	48485	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$77.90	
	48543	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$724.08	
Regenerated Landscapes	1981.2769-01	15/01/2018	MAINTENANCE		\$2,675.00
	58	10/01/2018	HAZARD REDUCTION	\$175.00	
	70	10/01/2018	HAZARD REDUCTION	\$225.00	
	69	10/01/2018	HAZARD REDUCTION	\$50.00	
	68	10/01/2018	HAZARD REDUCTION	\$175.00	
	67	10/01/2018	HAZARD REDUCTION	\$150.00	
	66	10/01/2018	HAZARD REDUCTION	\$325.00	
	65	10/01/2018	HAZARD REDUCTION	\$700.00	
	64	10/01/2018	HAZARD REDUCTION	\$300.00	
	63	10/01/2018	HAZARD REDUCTION	\$575.00	
Winc Australia Pty Limited	1981.280-01	15/01/2018	STATIONERY		\$166.15
	9023080862	03/01/2018	STATIONERY	\$166.15	
Landgate	1981.314-01	15/01/2018	TITLE SEARCHES		\$520.28
	336094	21/12/2017	INTERIM VALUATIONS	\$520.28	
Turfworks WA Pty Ltd	1981.3232-01	15/01/2018	MOWING		\$1,773.14
	4262	10/01/2018	MOWING	\$1,773.14	
Boral Construction Materials Group Ltd	1981.33-01	15/01/2018	ASPHALT		\$18,364.50
	WA13211496	10/01/2018	ASPHALT	\$324.50	
	WA13227136	10/01/2018	ASPHALT	\$148.50	
	WA13230846	10/01/2018	ASPHALT	\$148.50	
	WA13238437	10/01/2018	ASPHALT	\$211.20	
	WA13259050	10/01/2018	ASPHALT	\$1,930.50	

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	WA13259051	10/01/2018	ASPHALT	\$264.00	
	WA13262821	10/01/2018	ASPHALT	\$362.00	
	WA13266193	10/01/2018	ASPHALT	\$148.50	
	WA13273044	10/01/2018	ASPHALT	\$140.80	
	WA13277887	12/01/2018	ASPHALT	\$891.00	
	WA13230847	12/01/2018	ASPHALT	\$148.50	
	WA13259052	10/01/2018	ASPHALT	\$148.50	
	WA13259053	10/01/2018	ASPHALT	\$1,782.00	
	WA13259054	10/01/2018	ASPHALT	\$4,037.00	
	WA13259055	10/01/2018	ASPHALT	\$3,234.00	
	WA13277889	10/01/2018	ASPHALT	\$4,455.00	
Quick Corporate Australia	1981.3445-01	15/01/2018	STATIONERY		\$81.84
	SIN-910066	10/01/2018	STATIONERY		
Mundaring Electrical Contracting Service	1981.381-01	15/01/2018	ELECTRICAL SERVICES		\$239.80
	6584	10/01/2018	ELECTRICAL SERVICES	\$140.80	
	6583	10/01/2018	ELECTRICAL SERVICES	\$98.00	
Health Insurance Fund of WA	1981.4-01	15/01/2018	PAYROLL DEDUCTION		\$1,171.00
	PY01-14-HIF	07/01/2018	PAYROLL DEDUCTION	\$1,171.00	
Colas WA	1981.4041-01	15/01/2018	EMULSION SEALING		\$2,226.62
	007598	10/01/2018	EMULSION SEALING - BAILUP ROAD	\$2,226.62	
Perry Environmental Contracting	1981.4386-01	15/01/2018	MAINTENANCE		\$407.00
	2607	11/01/2018	HAZARD REDUCTION	\$407.00	
Marketforce Pty Ltd	1981.4433-01	15/01/2018	ADVERTISING		\$2,828.04
	18751	10/01/2018	ADVERTISING	\$462.30	
	18748	10/01/2018	ADVERTISING	\$795.87	
	18747	10/01/2018	ADVERTISING	\$1,567.87	
Micalia Steel Pty Ltd	1981.47-01	15/01/2018	STEEL SUPPLIES		\$34.39
	81688405	20/12/2017	STEEL SUPPLIES	\$34.39	
West Sure Group Pty Ltd	1981.4811-01	15/01/2018	SECURITY EXPENSES		\$272.75
	00019059	10/01/2018	CASH IN TRANSIT SERVICES - LAKES	\$272.75	
Work Clobber	1981.509-01	15/01/2018	WORK CLOTHES		\$470.40
	MI106955	10/01/2018	WORK CLOTHES	\$247.00	
	MI109388	10/01/2018	WORK CLOTHES	\$223.40	
Childlow Growers Mart & Liquor Store	1981.5378-01	15/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$124.18
	DECEMBER	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$124.18	
Shire of Mundaring - Lotto Club	1981.5719-01	15/01/2018	PAYROLL DEDUCTION		\$271.60
	PY01-14-STAFF	07/01/2018	PAYROLL DEDUCTION	\$258.02	
	PY02-14-STAFF	07/01/2018	PAYROLL DEDUCTION	\$13.58	

Payee	Cheque No	Date	Details	Sub Total	Total
Mrs Macs Pty Ltd	1981.5924-01	15/01/2018	KIOSK SUPPLIES		\$1,583.95
	3884552	21/12/2017	KIOSK SUPPLIES	\$700.30	
	3885524	10/01/2018	KIOSK SUPPLIES	\$883.65	
Shire of Mundaring - Social Club	1981.6-01	15/01/2018	PAYROLL DEDUCTION		\$168.00
	PY01-14	07/01/2018	PAYROLL DEDUCTION	\$166.00	
	PY02-14	07/01/2018	PAYROLL DEDUCTION	\$2.00	
Baileys Fertilisers	1981.61-01	15/01/2018	TURF SUPPLIES		\$2,090.83
	INV13479	10/01/2018	ENERGY TURF	\$2,090.83	
Hillis Fresh (WA) Pty Ltd	1981.6419-01	15/01/2018	MILK		\$251.54
	ADMIN DEC	10/01/2018	MILK	\$190.00	
	LIBRARY DEC	12/01/2018	MILK & NEWSPAPERS	\$61.54	
The Watershed Water Systems	1981.68-01	15/01/2018	RETICULATION PARTS		\$934.60
	10159811	21/12/2017	RETICULATION PARTS	\$911.40	
	10159898	03/01/2018	RETICULATION PARTS	\$23.20	
Australian Services Union	1981.7-01	15/01/2018	PAYROLL DEDUCTION		\$274.60
	PY01-14	07/01/2018	PAYROLL DEDUCTION	\$27.46	
	PY02-14	07/01/2018	PAYROLL DEDUCTION	\$247.14	
Darlington Review	1981.7053-01	15/01/2018	ADVERTISING		\$120.00
	2182	10/01/2018	ADVERTISING	\$120.00	
Scoob's Dingo Service	1981.7426-01	15/01/2018	FOOTPATH SWEEPING		\$2,227.50
	1995	11/01/2018	FOOTPATH SWEEPING	\$2,227.50	
PFD Food Services Pty Ltd	1981.7590-01	15/01/2018	KIOSK SUPPLIES		\$7,332.60
	K1369942	06/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$311.00	
	K1383632	06/12/2017	KIOSK SUPPLIES	\$962.55	
	K1493287	14/12/2017	KIOSK SUPPLIES	\$624.25	
	K1493291	14/12/2017	KIOSK SUPPLIES	\$663.85	
	K1444616	15/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$39.20	
	K1526907	20/12/2017	PROVISIONS FOR REFLECTIONS CAFE	\$804.40	
	K1444620	21/12/2017	KIOSK SUPPLIES	\$535.45	
	K1634680	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$512.50	
	K1811476	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$1,560.45	
	K1863696	03/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$478.25	
	K1811478	10/01/2018	KIOSK SUPPLIES	\$840.70	
Chidlow Quality Affordable Meat	1981.7644-01	15/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$565.87
	8919	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$565.87	
Intelligent IP Communications Pty Ltd	1981.7725-01	15/01/2018	WAN CHARGES		\$6,009.85
	INV00107456	05/01/2018	WAN CHARGES	\$6,009.85	
West Force Plumbing & Gas	1981.7735-01	15/01/2018	PLUMBING		\$6,946.50
	00023220	03/01/2018	PLUMBING	\$148.50	
	00023223	03/01/2018	PLUMBING - BOYA OVAL CHANGEROOMS	\$3,359.40	
	00023224	03/01/2018	PLUMBING	\$891.00	

Payee	Cheque No	Date	Details	Sub Total	Total
	00023212	03/01/2018	PLUMBING - BROWN PARK RUGBY CLUBROOMS	\$1,708.10	
	00023213	03/01/2018	PLUMBING	\$489.50	
	00023222	03/01/2018	PLUMBING	\$203.50	
	00023219	03/01/2018	PLUMBING	\$148.50	
Shredding Services Pty Ltd	1981.7854-01	15/01/2018	GREENWASTE PROCESSING SERVICES		\$29,672.50
	00001415	10/01/2018	GREENWASTE PROCESSING SERVICES		
Bunnings Group Limited	1981.80-01	15/01/2018	HARDWARE		\$106.42
	218001536737	10/01/2018	HARDWARE		
LGRCEU	1981.8-01	15/01/2018	PAYROLL DEDUCTION		\$61.50
	PY02-14-	07/01/2018	PAYROLL DEDUCTION		
Saton Australia Pty Ltd	1981.803-01	15/01/2018	EQUIPMENT		\$144.10
	9335845348	03/01/2018	STEP LADDER		
Conquest Earthworks	1981.8051-01	15/01/2018	EARTHWORKS		\$42,328.00
	0975	03/01/2018	REMOVE & DISPOSE OF INERT WASTE		\$35,893.00
	0976	03/01/2018	HIRE OF MINI EXCAVATOR		\$3,190.00
	0977	03/01/2018	SORT AND SHAPE WINDROWS		\$3,245.00
Royal Life Saving Society Western Australia Inc.	1981.810-01	15/01/2018	UNIFORMS		\$585.00
	76046	10/01/2018	UNIFORMS		
Austral Mercantile Collections Pty Ltd	1981.8137-01	15/01/2018	DEBT COLLECTION FEES		\$80.93
	77763	03/01/2018	DEBT COLLECTION FEES - LIBRARIES		
Officino	1981.8176-01	15/01/2018	REFURBISH OFFICE CHAIRS		\$770.00
	4102	11/01/2018	REFURBISH OFFICE CHAIRS		
Natural Area Holdings P/L T/A Natural Area Consulting Management	1981.8374-01	15/01/2018	PLANTS		\$140.80
	00008487	11/01/2018	PLANTS		
Ecowater Services Pty Ltd	1981.8393-01	15/01/2018	QUARTERLY SERVICE		\$216.50
	F3027	10/01/2018	QUARTERLY SERVICE		
Sankey Plumbing Service	1981.8545-01	15/01/2018	PLUMBING		\$528.00
	4012	10/01/2018	PLUMBING		\$121.00
	4013	10/01/2018	PLUMBING		\$121.00
	4014	10/01/2018	PLUMBING		\$185.00
	4018	12/01/2018	PLUMBING		\$121.00
Brownies Foods Operations Pty Ltd	1981.8611-01	15/01/2018	KIOSK SUPPLIES		\$229.69
	14086378	10/01/2018	KIOSK SUPPLIES		\$109.63
	14085258	10/01/2018	KIOSK SUPPLIES		\$120.06
Quality Press	1981.8652-01	15/01/2018	PRINTING		\$992.53
	142708	11/01/2018	PRINTED MATERIAL		\$459.03
	142784	11/01/2018	DFES PRINTED MATERIAL		\$533.50

Payee	Cheque No	Date	Details	Sub Total	Total
Chris Mitchell Earthworks	1981.9601-01	15/01/2018	LANDSCAPE SUPPLIES		\$700.00
	00006393	10/01/2018	LAWN MIX	\$700.00	
Managed System Services Pty Ltd	1981.9698-01	15/01/2018	IT EQUIPMENT		\$3,657.50
	00002418	10/01/2018	MICROSERVER	\$3,657.50	
Metrix Consulting Pty Ltd	1981.9742-01	15/01/2018	COMMUNITY PERCEPTION SURVEY		\$16,480.20
	INV-0186	11/01/2018	COMMUNITY PERCEPTION SURVEY	\$16,480.20	
Ramzilia Timber Pty Ltd T/As Munderaring Hardware	1981.9824-01	15/01/2018	HARDWARE		\$956.76
	54312	21/12/2017	RAPID SET CEMENT	\$490.00	
	53983	11/01/2018	HARDWARE	\$35.16	
	54029	11/01/2018	HARDWARE	\$331.60	
Telstra	1982.119-01	16/01/2018	TELEPHONE		\$13,367.86
	2085566000	11/01/2018	TELEPHONE	\$11,749.18	
	0941160300	11/01/2018	TELEPHONE	\$1,618.68	
Mr J Russell	1982.12268-01	16/01/2018	COUNCILLOR ALLOWANCE		\$298.65
	TRAVEL	11/01/2018	TRAVEL REIMBURSEMENT 15/10-13/12/17	\$298.65	
Mrs J A Joyce	1982.12337-01	16/01/2018	REFUND		\$100.00
	REFUND	12/01/2018	REFUND FOR NOTIFICATION SECTION 70A CANCELLED	\$100.00	
Synergy	1982.174-01	16/01/2018	ELECTRICITY		\$9,106.50
	4743483524	10/01/2018	ELECTRICITY	\$89.15	
	3509628321	10/01/2018	ELECTRICITY	\$1,076.30	
	5162819914	11/01/2018	ELECTRICITY	\$5,248.15	
	5035029810	11/01/2018	ELECTRICITY	\$2,625.60	
	5035029115	11/01/2018	ELECTRICITY	\$67.30	
1st Munderaring Scouts	1982.2284-01	16/01/2018	REIMBURSEMENT		\$274.40
	H1036	10/01/2018	REIMBURSEMENT OF PARTIAL COST FOR REPAIRS	\$274.40	
Darlington Volunteer Bushfire Brigade	1982.306-01	16/01/2018	REIMBURSEMENT OF ESL EXPENSES		\$1,718.75
	00000386	11/01/2018	REIMBURSEMENT OF ESL - OCTOBER - DECEMBER 2017	\$1,240.82	
	00000385	11/01/2018	REIMBURSEMENT OF ESL - JULY - SEPTEMBER 2017	\$477.93	
Westfarmers Kleenheat Gas Pty Ltd	1982.355-01	16/01/2018	GAS		\$5,196.68
	21139581	10/01/2018	GAS - BILGOMAN POOL	\$5,196.68	
Shire of Munderaring	1982.589-01	16/01/2018	FDC PARENT LEVY		\$10,781.75
	110118	12/01/2018	FDC PARENT LEVY	\$10,781.75	
Helena College Junior School P & F	1982.9138-01	16/01/2018	COMMUNITY EVENT GRANT		\$550.00
	GRANT	11/01/2018	COMMUNITY EVENT GRANT	\$550.00	
Care Giver Subsidies	1983.3462-01	11/01/2018	CARE GIVER SUBSIDIES		\$29,344.83
	110118	16/01/2018	CARE GIVER SUBSIDIES	\$29,344.83	
Mr R T Swanson	1984.12346-01	19/01/2018	RATES REFUND		\$2,365.82
	REFUND	19/01/2018	RATES REFUND	\$2,365.82	

Payee	Cheque No	Date	Details	Sub Total	Total
The Elms Corp Pty Ltd	1984.12347-01 REFUND	19/01/2018	RATES REFUND	\$3,871.21	\$3,871.21
Midland Mowers	1985.101-01 25012 # 4	22/01/2018	EQUIPMENT		
		11/01/2018	SUPPLY OF 1 x EDGER GUARD	\$71.55	\$71.55
DLC Gardens Cleaning & Maintenance (Debra Crowe T/A)	1985.10312-01 0393	22/01/2018	GARDENING		
		16/01/2018	GARDENING	\$460.50	\$460.50
	0394	16/01/2018	GARDENING	\$192.50	\$192.50
	0395	16/01/2018	GARDENING	\$210.00	\$210.00
	0396	16/01/2018	CLEANING	\$210.00	\$210.00
Complete Combustion	1985.1062-01 M17066	22/01/2018	REPAIRS		
		11/01/2018	REPAIRS TO GAS BOILER	\$731.50	\$731.50
Frontline Fire & Rescue Equipment	1985.11135-01 59107	22/01/2018	EQUIPMENT		
		09/01/2018	EQUIPMENT	\$9.63	\$9.63
Callibre Professional Services Pty Ltd	1985.11339-01 022824	22/01/2018	CONSULTING SERVICES		
		16/01/2018	MUNDARING TOWN CENTRE REVITALISATION PROJECT	\$5,500.00	\$5,500.00
Swan Valley Fresh (Vendor Management Solutions Pty Ltd T/A)	1985.11474-01 00017075	22/01/2018	PROVISIONS FOR REFLECTIONS CAFE		
		10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$136.28	\$136.28
	00017115	16/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$151.56	\$151.56
Landscape and Maintenance Solutions Pty Ltd	1985.11754-01 INV-0497	22/01/2018	LANDSCAPE MAINTENANCE		
		11/01/2018	LANDSCAPE MAINTENANCE - SCULPTURE PARK & M.J.M PARK	\$6,622.25	\$6,622.25
Recruitwest Pty Ltd	1985.12078-01 C INV 480285	22/01/2018	TEMP STAFF		
		17/01/2018	TEMP STAFF - DEPOT	\$2,687.34	\$2,687.34
Western Australian Treasury Corp	1985.131-01 LOAN 170	22/01/2018	LOAN REPAYMENT		
		11/01/2018	LOAN 170 GUARANTEE FEE	\$13,362.01	\$13,362.01
	LOAN 171	11/01/2018	LOAN 171 GUARANTEE FEE	\$29,454.13	\$29,454.13
Sonic HealthPlus Pty Ltd	1985.138-01 1424987	22/01/2018	MEDICAL EXAMINATION		
		11/01/2018	MEDICAL EXAMINATION	\$231.00	\$231.00
Schweppes Australia Pty Ltd	1985.145-01 9004000157	22/01/2018	PROVISIONS FOR REFLECTIONS CAFE		
		11/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$275.95	\$275.95
Eastern Hills Saws & Mowers Pty Ltd	1985.148-01 40393 # 10	22/01/2018	PARTS		
		18/01/2018	PARTS	\$298.40	\$298.40
	40408 # 10	18/01/2018	PARTS	\$121.50	\$121.50
Ensign - Spotless Facility Services Pty Ltd	1985.2075-01 701564	22/01/2018	NON SLIP MATS		
		16/01/2018	NON SLIP MATS	\$273.43	\$273.43
	698847	16/01/2018	NON SLIP MATS	\$283.32	\$283.32
					\$556.75

Payee	Cheque No	Date	Details	Sub Total	Total
Eastern Metropolitan Regional Council	1985.21-01	22/01/2018	LANDFILL DISPOSAL FEES AND TRANSFER STATION FEES		\$115,734.06
	ENRC27287	17/01/2018	COPPIN RD WASTE TRANSFER STATION	\$27,811.95	
	ENRC27288	17/01/2018	MATHIESON RD WASTE TRANSFER STATION	\$25,283.01	
	013 449	19/01/2018	LANDFILL DISPOSAL FEES 02/01/18 - 09/01/18	\$62,639.10	
Asphaltch Pty Ltd	1985.2163-01	22/01/2018	ASPHALT		\$35,917.07
	10005248Rev1	19/01/2018	ASPHALT	\$35,917.07	
Hills Seafood Supplies	1985.2741-01	22/01/2018	PROVISIONS FOR REFLECTIONS CAFE		\$1,225.12
	48581	10/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$249.70	
	48757	16/01/2018	PROVISIONS FOR REFLECTIONS CAFE	\$975.42	
McLeods Barristers and Solicitors	1985.307-01	22/01/2018	PROVISION OF PROFESSIONAL LEGAL SERVICES		\$4,561.30
	101228	16/01/2018	LEGAL FEES - PLANNING MATTER	\$507.69	
	101227	16/01/2018	LEGAL FEES - PLANNING MATTER	\$508.34	
	99896	17/01/2018	ENTERPRISE AGREEMENT ADVICE	\$3,544.27	
Turfworks WA Pty Ltd	1985.3232-01	22/01/2018	MOWING		\$5,786.07
	4265	17/01/2018	MOWING	\$1,648.66	
	4266	17/01/2018	MOWING	\$2,364.27	
	4274	17/01/2018	MOWING	\$1,773.14	
Boral Construction Materials Group Ltd	1985.33-01	22/01/2018	ASPHALT & EMULSION		\$2,695.00
	WA13221333	17/01/2018	SUPPLY OF CRS EMULSION	\$500.50	
	WA13277888	17/01/2018	CRS EMULSION	\$2,194.50	
Two Stroke Lawnmowing	1985.3449-01	22/01/2018	GARDENING		\$220.00
	00003242	16/01/2018	GRASS SLASHING	\$220.00	
Courier Australia	1985.375-01	22/01/2018	COURIER SERVICES		\$63.40
	0324	16/01/2018	COURIER SERVICES	\$63.40	
Mundaring Electrical Contracting Service	1985.381-01	22/01/2018	ELECTRICAL SERVICES		\$1,193.50
	6565	17/01/2018	ELECTRICAL SERVICES	\$396.00	
	6566	18/01/2018	ELECTRICAL SERVICES	\$258.50	
	6569	19/01/2018	ELECTRICAL SERVICES	\$539.00	
Surf Life Saving Western Australia Inc	1985.4332-01	22/01/2018	COMPLIANCE AUDIT & TRAINER INDUCTION FEE		\$1,182.50
	34909	17/01/2018	COMPLIANCE AUDIT & TRAINER INDUCTION FEE	\$1,182.50	
Aardvark Bobcat & Truck Hire	1985.4407-01	22/01/2018	HIRE OF PLANT		\$3,564.00
	#609	17/01/2018	BOBCAT & TRUCK HIRE	\$3,564.00	
Markforce Pty Ltd	1985.4433-01	22/01/2018	ADVERTISING		\$207.13
	18750	16/01/2018	ADVERTISING	\$207.13	
West Sure Group Pty Ltd	1985.4811-01	22/01/2018	SECURITY EXPENSES		\$239.91
	00019057	16/01/2018	CASH IN TRANSIT SERVICES - BIL GOMAN POOL	\$178.42	
	00019058	16/01/2018	CASH IN TRANSIT SERVICES - MT HELENA AQUATIC	\$61.49	
Peter Godfrey	1985.5107-01	22/01/2018	FENCING		\$220.00
	1034	17/01/2018	REPAIRS TO MT HELENA CRICKET NETS	\$220.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Mundaring Tyre Centre	1985.5689-01 00022358	22/01/2018 19/01/2018	TYRES TYRE REPAIRS AND FITTINGS	\$391.00	\$391.00
Mrs Macs Pty Ltd	1985.5924-01 3859408	22/01/2018 19/01/2018	KIOSK SUPPLIES KIOSK SUPPLIES	\$27.85	\$27.85
Abaxa	1985.6407-01 SIN003492	22/01/2018 19/01/2018	SERVICE LOCATION SERVICE LOCATION	\$1,997.56	\$1,997.56
The Watershed Water Systems	1985.68-01 10159835 10160201	22/01/2018 19/01/2018 19/01/2018	RETICULATION PARTS RETICULATION PARTS RETICULATION PARTS	\$911.40 \$53.00	\$964.40
Mundaring & Hillis Historical Society	1985.709-01 1081	22/01/2018 16/01/2018	ANNUAL FUNDING ANNUAL FUNDING	\$15,113.00	\$15,113.00
Pirtek Midland	1985.7318-01 MD-T00014098	22/01/2018 19/01/2018	HOSES HOSES	\$36.03	\$36.03
Scoob's Dingo Service	1985.7426-01 2000	22/01/2018 17/01/2018	EARTHWORKS SUPPLY OF LANDSCAPING WORKS AT BOYA OVAL	\$1,039.50	\$1,039.50
Easifleet	1985.7641-01 109719	22/01/2018 19/01/2018	NOVATED LEASE NOVATED LEASE	\$2,954.37	\$2,954.37
West Coast On Hold	1985.7960-01 INV0488	22/01/2018 12/01/2018	MESSAGES ON HOLD MESSAGES ON HOLD - JANUARY 2018	\$269.00	\$269.00
Bunnings Group Limited	1985.80-01 2180/01247659 2180/01907578	22/01/2018 17/01/2018 19/01/2018	HARDWARE CLEANING & MAINTENANCE EQUIPMENT HARDWARE	\$149.52 \$188.65	\$338.17
Royal Life Saving Society Western Australia Inc.	1985.810-01 82363 82364	22/01/2018 19/01/2018 19/01/2018	TRAINING TRAINING TRAINING	\$2,955.00 \$1,200.00	\$4,155.00
East End Electrical	1985.8149-01 EEE1000-730	22/01/2018 19/01/2018	ELECTRICAL SERVICES ELECTRICAL SERVICES	\$330.00	\$330.00
Brownes Foods Operations Pty Ltd	1985.8611-01 14094973	22/01/2018 10/01/2018	KIOSK SUPPLIES KIOSK SUPPLIES	\$142.77	\$142.77
Mr C Ayris	1985.8757-01 647578	22/01/2018 16/01/2018	BIOGRAPHY BOOKS BIOGRAPHY BOOKS	\$88.56	\$88.56
All About You - Beauty to Perfection	1985.8829-01 2017-14	22/01/2018 19/01/2018	FACE PAINTING FACE PAINTING - CINEMA UNDER STARLIGHT	\$200.00	\$200.00
Quality Publishing Australia	1985.8881-01 00044276	22/01/2018 10/01/2018	MAPS MAPS	\$126.02	\$126.02

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Tyres For Trucks	1985.8944-01	22/01/2018	TYRES		\$4,514.00
	00013338	19/01/2018	TYRE REPAIRS	\$594.00	
	00013320	19/01/2018	TYRES	\$1,960.00	
	00013312	19/01/2018	TYRES	\$1,960.00	
Mundaring Glass & Security	1985.91-01	22/01/2018	GLAZING		\$514.80
	00114398	12/01/2018	SAFETY GLASS	\$514.80	
Brice Pest Management	1985.9596-01	22/01/2018	TERMITE TREATMENT		\$660.00
	02271	18/01/2018	TERMITE TREATMENT	\$374.00	
	02272	18/01/2018	TERMITE TREATMENT	\$286.00	
Ramzilia Timber Pty Ltd T/As Mundaring Hardware	1985.9824-01	22/01/2018	HARDWARE		\$13.41
	53997	18/01/2018	HARDWARE	\$13.41	
Proform Civil	1985.9923-01	22/01/2018	PROFESSIONAL CIVIL CONSULTING		\$6,880.50
	00238	18/01/2018	PROFESSIONAL CIVIL CONSULTING	\$1,930.50	
	00237	18/01/2018	PROFESSIONAL CIVIL CONSULTING	\$2,970.00	
	00239	19/01/2018	PROFESSIONAL CIVIL CONSULTING	\$1,980.00	
Mrs S M Graham	1986.12343-01	22/01/2018	REFUND		\$200.00
	REFUND	17/01/2018	REFUND FOR DUPLICATE REGISTRATION FEES	\$200.00	
Synergy	1986.174-01	22/01/2018	ELECTRICITY		\$61,261.85
	5056988325	10/01/2018	ELECTRICITY	\$1,501.40	
	3021647529	11/01/2018	ELECTRICITY	\$50,497.25	
	8172599523	11/01/2018	ELECTRICITY	\$769.60	
	1244798225	16/01/2018	ELECTRICITY	\$188.90	
	5166165229	16/01/2018	ELECTRICITY	\$176.55	
	9370568529	16/01/2018	ELECTRICITY	\$114.20	
	7071549128	17/01/2018	ELECTRICITY	\$29.95	
	8146423529	17/01/2018	ELECTRICITY	\$269.40	
	9096006524	18/01/2018	ELECTRICITY	\$251.95	
	3349837926	18/01/2018	ELECTRICITY	\$1,554.85	
	5162819914	19/01/2018	ELECTRICITY	\$3,457.80	
	2686554727	19/01/2018	ELECTRICITY	\$1,616.20	
	1877395520	19/01/2018	ELECTRICITY	\$632.80	
Mundaring Volunteer Fire & Rescue Service	1986.313-01	22/01/2018	HAZARD REDUCTION BURN		\$1,220.00
	0070	16/01/2018	HAZARD REDUCTION BURN - R31196	\$660.00	
	0060	16/01/2018	HAZARD REDUCTION BURN - R31196	\$560.00	
1st Maide Vale Scouts	1986.8560-01	22/01/2018	KIDSPORT FUNDING		\$150.00
	KS015768	17/01/2018	KIDSPORT FUNDING	\$150.00	
Swan Districts Gymnastics	1986.9159-01	22/01/2018	KIDSPORT FUNDING		\$132.00
	KS015701	17/01/2018	KIDSPORT FUNDING	\$132.00	
Midland Bus Company (H & K Whitley T/A)	1987.12028-01	25/01/2018	RATES REFUND		\$3,465.07
	REFUND	25/01/2018	RATES REFUND	\$3,465.07	

Payee	Cheque No	Date	Details	Sub Total	Total
Water Corporation	1988.34-01	23/01/2018	WATER RATES & FEES		\$592.04
	9004566598	09/01/2018	WATER RATES & FEES	\$571.46	
	9004679576	09/01/2018	WATER RATES & FEES	\$20.58	
DLC Gardens Cleaning & Maintenance (Debra Crowe T/A)	1989.10312-01	29/01/2018	GARDENING		\$1,015.00
	0397	24/01/2018	GARDENING	\$280.00	
	0398	24/01/2018	GARDENING	\$315.00	
	0399	24/01/2018	GARDENING	\$210.00	
	0400	24/01/2018	CLEANING	\$210.00	
Waterquip Pty Ltd	1989.105-01	29/01/2018	RETICULATION REPAIRS		\$198.00
	00010667	11/01/2018	REPAIRS TO BORE AT MUNDARING OVAL	\$198.00	
M2 Commander Pty Ltd	1989.10819-01	29/01/2018	ADSL CHARGES		\$515.59
	17418919	11/01/2018	ADSL CHARGES	\$515.59	
Aisco Pty Ltd	1989.10881-01	29/01/2018	FIRST AID KIT REPLENISHMENT		\$126.87
	CPER1791082	11/01/2018	FIRST AID KIT REPLENISHMENT	\$28.19	
	CPER1791081	11/01/2018	FIRST AID KIT REPLENISHMENT	\$70.49	
	CPER1791080	11/01/2018	FIRST AID KIT REPLENISHMENT	\$28.19	
Ikom Operations Pty Ltd	1989.10921-01	29/01/2018	CHLORINE GAS		\$174.25
	5914730	16/01/2018	CHLORINE GAS	\$174.25	
CTI Couriers Pty Ltd	1989.11085-01	29/01/2018	COURIER SERVICES		\$462.00
	CISC4173635	12/01/2018	COURIER SERVICES	\$462.00	
Supercivil Pty Ltd	1989.11112-01	29/01/2018	PROFILING AND ASPHALT WORKS		\$6,449.30
	00007561	23/01/2018	SUPPLY PROFILING AND ASPHALT WORKS - STONEVILLE RD	\$3,212.00	
	00007562	23/01/2018	ADDITIONAL PROFILING AND ASPHALT - STONEVILLE RD	\$3,237.30	
Immaculate Holdings Pty Ltd T/A Kalamunda Sweeping	1989.11345-01	29/01/2018	STREET SWEEPING		\$12,090.69
	4439	23/01/2018	STREET SWEEPING	\$3,304.14	
	4440	23/01/2018	STREET SWEEPING	\$2,129.33	
	4441	23/01/2018	STREET SWEEPING	\$2,643.31	
	4442	23/01/2018	STREET SWEEPING	\$4,013.91	
WA Fire Protection	1989.11418-01	29/01/2018	REPAIRS		\$434.50
	21842	16/01/2018	REPLACEMENT OF FAULTY SENSOR	\$434.50	
WARP Traffic Management (WARP Pty Ltd T/A)	1989.11564-01	29/01/2018	TRAFFIC MANAGEMENT		\$66,002.63
	8284049	12/12/2017	TRAFFIC MANAGEMENT	\$6,822.41	
	8284181	14/12/2017	TRAFFIC MANAGEMENT	\$2,955.26	
	8284211	15/12/2017	TRAFFIC MANAGEMENT	\$2,256.26	
	8284234	20/12/2017	TRAFFIC MANAGEMENT	\$9,352.88	
	8284048	20/12/2017	TRAFFIC MANAGEMENT	\$741.59	
	8284052	20/12/2017	TRAFFIC MANAGEMENT	\$4,202.35	
	8284053	20/12/2017	TRAFFIC MANAGEMENT	\$840.47	
	8284059	20/12/2017	TRAFFIC MANAGEMENT	\$568.55	
	8284218	20/12/2017	TRAFFIC MANAGEMENT	\$2,818.05	
	8284219	20/12/2017	TRAFFIC MANAGEMENT	\$1,334.86	
	8284220	20/12/2017	TRAFFIC MANAGEMENT	\$2,523.10	

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	8284054	20/12/2017	TRAFFIC MANAGEMENT	\$6,021.85	
	8284358	21/12/2017	TRAFFIC MANAGEMENT	\$6,364.93	
	8284367	03/01/2018	TRAFFIC MANAGEMENT	\$1,680.94	
	8284366	03/01/2018	TRAFFIC MANAGEMENT	\$4,202.35	
	8284500	10/01/2018	TRAFFIC MANAGEMENT	\$5,198.68	
	8284496	10/01/2018	TRAFFIC MANAGEMENT	\$1,779.82	
	8284497	10/01/2018	TRAFFIC MANAGEMENT	\$840.47	
	8284495	10/01/2018	TRAFFIC MANAGEMENT	\$2,828.08	
	8284498	10/01/2018	TRAFFIC MANAGEMENT	\$396.52	
	8284499	10/01/2018	TRAFFIC MANAGEMENT	\$1,582.06	
	8284062	25/01/2018	TRAFFIC MANAGEMENT	\$692.15	
Bushfire Prone Planning (BPP Group Pty Ltd T/A)	1989.11576-01	29/01/2018	BAL COMPLIANCE		\$231.00
	BPP-17860	23/01/2018	BAL COMPLIANCE - MUNDARING ARENA	\$231.00	
Contra-Flow Pty Ltd	1989.11580-01	29/01/2018	TRAFFIC MANAGEMENT		\$21,389.62
	T1741908	06/12/2017	TRAFFIC MANAGEMENT	\$764.72	
	T1741964	20/12/2017	TRAFFIC MANAGEMENT	\$11,316.62	
	T1742188	20/12/2017	TRAFFIC MANAGEMENT	\$5,004.80	
	T1742132	20/12/2017	TRAFFIC MANAGEMENT	\$718.24	
	T1742074	20/12/2017	TRAFFIC MANAGEMENT	\$3,583.24	
ZircoData Pty Ltd	1989.11969-01	29/01/2018	OFF-SITE STORAGE		\$1,362.52
	82859	03/01/2018	OFF-SITE STORAGE	\$1,362.52	
Department of Human Services - Child Support	1989.12-01	29/01/2018	CHILD SUPPORT PAYMENT		\$391.39
	PY02-15-CHILD	21/01/2018	CHILD SUPPORT PAYMENT	\$391.39	
G.J. Coverley Electrical Services Pty Ltd	1989.12021-01	29/01/2018	ELECTRICAL SERVICES		\$1,765.50
	00021452	06/12/2017	POWER POINTS	\$1,452.00	
	00021500	20/12/2017	INSTALL NEW PHONE PORT	\$313.50	
RSA Signs Pty Ltd	1989.12059-01	29/01/2018	SIGNS		\$509.30
	00071750	14/12/2017	SIGNS	\$393.80	
	00071805	20/12/2017	SIGNS	\$115.50	
Recruitwest Pty Ltd	1989.12078-01	29/01/2018	TEMP STAFF		\$4,425.77
	C INV 480351	23/01/2018	TEMP STAFF - DEPOT	\$4,425.77	
TenderLink.com	1989.12149-01	29/01/2018	ADVERTISING		\$172.70
	MUNDAR-	14/12/2017	ADVERTISING	\$172.70	
WA School Canteen Suppliers	1989.12183-01	29/01/2018	KIOSK SUPPLIES		\$821.96
	00002538	14/12/2017	KIOSK SUPPLIES	\$499.58	
	00002565	21/12/2017	KIOSK SUPPLIES	\$322.38	
Bonne Nuit Productions Pty Ltd T/A Metatude	1989.12244-01	29/01/2018	COUNSELLING SERVICE		\$1,347.50
	INV-0197	23/01/2018	COUNSELLING SERVICE	\$1,347.50	
Coast 2 Coast Mounts	1989.12281-01	29/01/2018	MOUNTING BRACKETS		\$2,194.20
	201399	25/01/2018	MOUNTING BRACKETS	\$2,194.20	

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The Goods Australia	1989.12310-01 117746	29/01/2018 11/01/2018	CLEANING CHEMICALS CLEANING CHEMICALS	\$128.63	\$128.63
Airspares (WA)	1989.12326-01 CS08655-02	29/01/2018 29/01/2018	AIR CONDITIONER SERVICE AIR CONDITIONER SERVICE	\$1,106.00	\$1,106.00
Gateway Printing	1989.12327-01 116802	29/01/2018 23/01/2018	SIGNS SIGNS	\$478.50	\$478.50
Bobby J's	1989.12344-01 00715	29/01/2018 23/01/2018	ICECREAM & COFFEE VOUCHERS ICECREAM & COFFEE VOUCHERS - CINEMA UNDER STARLIGHT	\$832.00	\$832.00
Sigma Chemicals	1989.124-01 394495 110098/01	29/01/2018 15/12/2017 21/12/2017	CHLORINE/POOL CHEMICALS CHLORINE/POOL CHEMICALS CHLORINE/POOL CHEMICALS	\$453.86 \$88.20	\$522.06
Shire of Mundaring	1989.13-01 PY01-15-Private PY01-15-Child PY01-15-Buy PY01-15- PY01-15- PY01-15-LSL PY02-15-Private PY02-15-Buy	29/01/2018 21/01/2018 21/01/2018 21/01/2018 21/01/2018 21/01/2018 21/01/2018 21/01/2018	PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION	\$420.00 \$1,420.18 \$706.38 \$659.22 \$688.26 \$314.21 \$280.00 \$399.42	\$4,867.67
Western Australian Treasury Corp	1989.131-01 LOAN 170 LOAN 171	29/01/2018 11/01/2018 11/01/2018	LOAN REPAYMENT LOAN 170 REPAYMENT LOAN 171 REPAYMENT	\$42,395.12 \$49,493.69	\$91,888.81
Schweppes Australia Pty Ltd	1989.145-01 0807579673	29/01/2018 10/01/2018	KIOSK SUPPLIES PROVISIONS FOR REFLECTIONS CAFE	\$372.69	\$372.69
Vodafone	1989.166-01 11786125	29/01/2018 16/01/2018	FEES PAGERS & MESSAGING - ALL BRIGADES	\$2,060.08	\$2,060.08
Cleanaway	1989.1955-01 9763976	29/01/2018 17/01/2018	RECYCLING FEES DOMESTIC KERBSIDE RECYCLING COLLECTION	\$74,467.59	\$74,467.59
Konica Minolta Business Solutions Aust Pty Ltd	1989.197-01 04000011533212	29/01/2018 16/01/2018	PHOTOCOPIER PRINTING PHOTOCOPIER PRINTING	\$1,754.72	\$1,754.72
Deputy Commissioner of Taxation	1989.215-01 PY01-15-Deputy PY02-15-Deputy	29/01/2018 21/01/2018 21/01/2018	TAXATION PAYROLL DEDUCTION PAYROLL DEDUCTION	\$123,741.00 \$26,502.00	\$150,243.00
Security & Key Distributors	1989.218-01 1032951 1033188	29/01/2018 20/12/2017 20/12/2017	KEYS DOOR LOCK CYLINDER KEYS	\$878.01 \$100.16	\$778.17

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Stewart & Heston Clothing Co	1989.2625-01	29/01/2018	UNIFORMS		\$682.05
	SIN-2824401	11/01/2018	UNIFORMS	\$454.70	
	SIN-2824395	11/01/2018	UNIFORMS	\$227.35	
Du Cienre Pty Ltd	1989.2737-01	29/01/2018	CLEANING		\$178.06
	00008714	24/01/2018	FUNCTION CLEAN	\$178.06	
Landgate	1989.314-01	29/01/2018	TITLE SEARCHES & INTERIM VALUATIONS		\$410.48
	336305-	11/01/2018	INTERIM VALUATIONS	\$359.88	
	819302	11/01/2018	ONLINE TITLE SEARCHES	\$50.60	
Boral Construction Materials Group Ltd	1989.33-01	29/01/2018	ASPHALT		\$2,722.50
	WA13299198	10/01/2018	ASPHALT	\$148.50	
	WA13299199	10/01/2018	ASPHALT	\$148.50	
	WA13299200	10/01/2018	ASPHALT	\$148.50	
	WA13306908	10/01/2018	ASPHALT	\$176.00	
	WA13306909	10/01/2018	ASPHALT	\$176.00	
	WA13326193	10/01/2018	ASPHALT	\$176.00	
	WA13337182	10/01/2018	ASPHALT	\$284.00	
	WA13310324	17/01/2018	ASPHALT	\$222.75	
	WA13314829	17/01/2018	ASPHALT	\$148.50	
	WA13322389	17/01/2018	ASPHALT	\$148.50	
	WA13337181	17/01/2018	ASPHALT	\$445.50	
	WA13281115	17/01/2018	ASPHALT	\$519.75	
Courier Australia	1989.375-01	29/01/2018	COURIER SERVICES		\$38.04
	0325	24/01/2018	COURIER SERVICES	\$38.04	
Mundaring Electrical Contracting Service	1989.381-01	29/01/2018	ELECTRICAL SERVICES		\$456.50
	6592	23/01/2018	ELECTRICAL SERVICES	\$456.50	
Modern Teaching Aids Pty Ltd	1989.396-01	29/01/2018	EDUCATIONAL RESOURCES		\$2,875.72
	43212306	16/01/2018	CRAFT CONSUMABLES	\$2,875.72	
Health Insurance Fund of WA	1989.4-01	29/01/2018	PAYROLL DEDUCTION		\$1,171.00
	PY01-TS-HIF	21/01/2018	PAYROLL DEDUCTION	\$1,171.00	
Aardvark Bobcat & Truck Hire	1989.4407-01	29/01/2018	HIRE OF PLANT		\$3,029.40
	#610	23/01/2018	BOBCAT & TRUCK HIRE	\$3,029.40	
Pure Air Filters	1989.4749-01	29/01/2018	PARTS		\$269.50
	00010374	07/12/2017	AIR FILTER CLEANING	\$126.50	
	00010417	03/01/2018	AIR FILTER CLEANING	\$143.00	
Echo Newspaper	1989.480-01	29/01/2018	ADVERTISING		\$2,398.00
	00363519	15/12/2017	ADVERTISING	\$1,573.00	
	00363660	20/12/2017	ADVERTISING	\$825.00	
ATI- Mirage	1989.4979-01	29/01/2018	TRAINING		\$742.50
	00034516	23/01/2018	BUSINESS WRITING COURSE	\$742.50	

Payee	Cheque No	Date	Details	Sub Total	Total
Community Newspaper Group	1989.555-01 2896760	29/01/2018 24/01/2018	ADVERTISING ADVERTISING	\$2,357.81	\$2,357.81
Totally Workwear Midland	1989.5558-01 MD3808.D1 MD3749.D2	29/01/2018 05/01/2018 17/01/2018	UNIFORMS UNIFORMS UNIFORMS	\$166.53 \$24.59	\$191.12
Shire of Mundaring - Lotto Club	1989.5719-01 PY01-15-STAFF PY02-15-STAFF	29/01/2018 21/01/2018 21/01/2018	PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION	\$258.02 \$13.58	\$271.60
Mrs Macs Pty Ltd	1989.5924-01 3865929	29/01/2018 10/01/2018	KIOSK SUPPLIES KIOSK SUPPLIES	\$373.50	\$373.50
Shire of Mundaring - Social Club	1989.6-01 PY01-15- PY02-15-	29/01/2018 21/01/2018 21/01/2018	PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION	\$168.00 \$2.00	\$168.00
Fuel Distributors of Western Australia Pty Ltd	1989.6050-01 12000653 38000635	29/01/2018 10/01/2018 25/01/2018	FUEL & OILS FUEL & OILS FUEL & OILS	\$19,916.42 \$18,561.72	\$38,478.14
Blue Heeler Trading	1989.6081-01 00004787	29/01/2018 06/12/2017	UNIFORMS UNIFORMS	\$135.14	\$135.14
Australian Services Union	1989.7-01 PY01-15- PY02-15-	29/01/2018 21/01/2018 21/01/2018	PAYROLL DEDUCTION PAYROLL DEDUCTION PAYROLL DEDUCTION	\$27.46 \$247.14	\$274.60
Darlington Review	1989.7053-01 2230	29/01/2018 25/01/2018	ANNUAL SUBSCRIPTION ANNUAL SUBSCRIPTION	\$125.00	\$125.00
Buick Holdings Pty Ltd T/A DVG Midland Kia	1989.7314-01 3356803 3354823	29/01/2018 24/01/2018 25/01/2018	VEHICLE SERVICE SERVICE - 805MDG SERVICE - 819MDG	\$651.99 \$468.00	\$1,119.99
Humes Wembley Cement (Holdim Australia Pty Ltd)	1989.7347-01 9403417743	29/01/2018 14/12/2017	PIPE PIPE	\$2,919.69	\$2,919.69
Scoob's Dingo Service	1989.7426-01 1999 2001	29/01/2018 23/01/2018 23/01/2018	FOOTPATH SWEEPING FOOTPATH SWEEPING FOOTPATH SWEEPING	\$2,970.00 \$2,887.50	\$5,857.50
Easifleet	1989.7641-01 109190	29/01/2018 24/01/2018	NOVATED LEASE NOVATED LEASE	\$2,954.37	\$2,954.37
Shredding Services Pty Ltd	1989.7854-01 00001421	29/01/2018 18/01/2018	GREENWASTE PROCESSING SERVICES GREENWASTE PROCESSING SERVICES	\$48,758.60	\$48,758.60
Ricoh Finance	1989.7857-01 090954	29/01/2018 03/01/2018	RENTAL CHARGES RENTAL CHARGES	\$210.10	\$210.10

Payee	Cheque No	Date	Details	Sub Total	Total
LGRCEU	1989.8-01 PY02-15-	29/01/2018 21/01/2018	PAYROLL DEDUCTION PAYROLL DEDUCTION	\$81.50	\$81.50
Sankey Plumbing Service	1989.8545-01 4019 4021 4022	29/01/2018 25/01/2018 25/01/2018 25/01/2018	PLUMBING PLUMBING PLUMBING PLUMBING	\$165.00 \$242.00 \$110.00	\$517.00
Great Sand Supplies Trust	1989.8584-01 00003893	29/01/2018 10/01/2018	GRAVEL GRAVEL	\$4,564.30	\$4,564.30
Brownies Foods Operations Pty Ltd	1989.8611-01 14103184	29/01/2018 23/01/2018	KIOSK SUPPLIES KIOSK SUPPLIES	\$138.45	\$138.45
Airrite Cleaning	1989.8677-01 328605 328606	29/01/2018 17/01/2018 25/01/2018	MONTHLY CLEANING & SANITARY BINS MONTHLY CLEANING SANITARY BINS	\$1,838.99 \$330.89	\$2,169.88
Northam Tree Services	1989.8769-01 1718 1717 1716	29/01/2018 24/01/2018 24/01/2018 24/01/2018	TREE SERVICES FIRE MITIGATION WORKS FIRE MITIGATION WORKS FIRE MITIGATION WORKS	\$6,018.94 \$1,152.66 \$2,377.54 \$2,488.64	\$11,937.18
P & J Harrington	1989.889-01 42726	29/01/2018 25/01/2018	CLEANING SUPPLIES SUPPLY AND DELIVERY OF 6 BAGS OF COTTON RAGS	\$211.20	\$211.20
Australian Grown	1989.9512-01 S117297 S117482	29/01/2018 20/12/2017 03/01/2018	UNIFORMS UNIFORMS UNIFORMS	\$136.90 \$138.11	\$275.01
Avon Hills Environmental	1989.9584-01 375	29/01/2018 17/01/2018	FIREBREAKS FIREBREAKS	\$412.50	\$412.50
MPK Tree Management Pty Ltd	1989.9627-01 00005192 00005205 00005206	29/01/2018 06/12/2017 20/12/2017 20/12/2017	STREET TREE MAINTENANCE STREET TREE MAINTENANCE STREET TREE MAINTENANCE STREET TREE MAINTENANCE	\$8,967.20 \$3,220.80 \$4,400.00 \$1,346.40	\$14,934.40
Ranzilla Timber Pty Ltd T/Ae Mundaring Hardware	1989.9824-01 54244 54316 54274	29/01/2018 05/01/2018 11/01/2018 11/01/2018	HARDWARE HARDWARE HARDWARE HARDWARE	\$543.15 \$404.35 \$118.50 \$20.30	\$1,086.35
Scanlan Surveys Pty Ltd	1989.9872-01 7965/172	29/01/2018 24/01/2018	SURVEY FEES BOUNDARY PEGS - CHIDLOW	\$3,190.00	\$3,190.00
Synergy	1990.174-01 4079099529 0941380327 5018318610 5039289513 6775768728	29/01/2018 18/01/2018 23/01/2018 24/01/2018 24/01/2018 24/01/2018	ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY ELECTRICITY	\$32.00 \$144.20 \$168.90 \$475.75 \$826.15	\$4,383.25

Payee	Cheque No	Date	Details	Sub Total	Total
	5008526913	23/01/2018	ELECTRICITY	\$464.95	
	6249505123	23/01/2018	ELECTRICITY	\$310.85	
	2869138323	23/01/2018	ELECTRICITY	\$744.60	
	535804327	23/01/2018	ELECTRICITY	\$85.20	
	2548038725	23/01/2018	ELECTRICITY	\$1,150.85	
Glen Forrest Volunteer Bushfire Brigade	1990.196-01	29/01/2018	REIMBURSEMENT OF ESL EXPENSES		\$275.60
	03/2017	23/01/2018	REIMBURSEMENT OF ESL EXPENSES	\$275.60	
Chidlow Volunteer Bushfire Brigade	1990.343-01	29/01/2018	REIMBURSEMENT OF ESL EXPENSES		\$986.03
	1704	23/01/2018	REIMBURSEMENT OF ESL EXPENSES	\$986.03	
Wesfarmers Kleenheat Gas Pty Ltd	1990.355-01	29/01/2018	GAS		\$4,526.63
	21171180	21/12/2017	GAS - BILGOMAN POOL	\$4,268.99	
	21179801	10/01/2018	GAS - LAKE LESCHENAU, TIA	\$257.64	
Mundaring State Emergency Service	1990.582-01	29/01/2018	REIMBURSEMENT OF ESL EXPENSES		\$4,390.43
	2020	25/01/2018	REIMBURSEMENT OF ESL EXPENSES	\$4,390.43	
Shire of Mundaring	1990.589-01	29/01/2018	FDC PARENT LEVY		\$17,609.40
	250118	25/01/2018	FDC PARENT LEVY	\$17,609.40	
Mr D J Jones	1990.8066-01	29/01/2018	COUNCILLOR ALLOWANCE		\$615.51
	TRAVEL	25/01/2018	TRAVEL REIMBURSEMENT - 23/10/17-24/01/18 655KM	\$615.51	
ClickSuper Pty Ltd	1991.11050-01	30/01/2018	SUPERANNUATION		\$198,268.43
	Jan2018-1	25/01/2018	SUPERANNUATION-JAN2018-1	\$151,866.70	
	Jan2018-10	25/01/2018	SUPERANNUATION-JAN2018-10	\$1,112.43	
	Jan2018-12	25/01/2018	SUPERANNUATION-JAN2018-12	\$3,108.47	
	Jan2018-13	25/01/2018	SUPERANNUATION-JAN2018-13	\$5,034.09	
	Jan2018-14	25/01/2018	SUPERANNUATION-JAN2018-14	\$647.22	
	Jan2018-18	25/01/2018	SUPERANNUATION-JAN2018-18	\$2,345.16	
	Jan2018-19	25/01/2018	SUPERANNUATION-JAN2018-19	\$230.84	
	Jan2018-22	25/01/2018	SUPERANNUATION-JAN2018-22	\$749.06	
	Jan2018-23	25/01/2018	SUPERANNUATION-JAN2018-23	\$1,481.65	
	Jan2018-24	25/01/2018	SUPERANNUATION-JAN2018-24	\$948.10	
	Jan2018-26	25/01/2018	SUPERANNUATION-JAN2018-26	\$1,071.84	
	Jan2018-27	25/01/2018	SUPERANNUATION-JAN2018-27	\$1,568.71	
	Jan2018-3	25/01/2018	SUPERANNUATION-JAN2018-3	\$974.62	
	Jan2018-30	25/01/2018	SUPERANNUATION-JAN2018-30	\$1,152.32	
	Jan2018-32	25/01/2018	SUPERANNUATION-JAN2018-32	\$1,062.88	
	Jan2018-33	25/01/2018	SUPERANNUATION-JAN2018-33	\$1,345.68	
	Jan2018-35	25/01/2018	SUPERANNUATION-JAN2018-35	\$378.98	
	Jan2018-37	25/01/2018	SUPERANNUATION-JAN2018-37	\$857.87	
	Jan2018-4	25/01/2018	SUPERANNUATION-JAN2018-4	\$971.23	
	Jan2018-40	25/01/2018	SUPERANNUATION-JAN2018-40	\$755.46	
	Jan2018-41	25/01/2018	SUPERANNUATION-JAN2018-41	\$484.88	
	Jan2018-42	25/01/2018	SUPERANNUATION-JAN2018-42	\$1,158.13	
	Jan2018-43	25/01/2018	SUPERANNUATION-JAN2018-43	\$588.46	
	Jan2018-45	25/01/2018	SUPERANNUATION-JAN2018-45	\$35.60	
	Jan2018-46	25/01/2018	SUPERANNUATION-JAN2018-46	\$152.02	
	Jan2018-47	25/01/2018	SUPERANNUATION-JAN2018-47	\$198.42	

Payee	Cheque No	Date	Details	Sub Total	Total
	Jan2018-48	25/01/2018	SUPERANNUATION-JAN2018-48		\$517.84
	Jan2018-49	25/01/2018	SUPERANNUATION-JAN2018-49		\$387.90
	Jan2018-50	25/01/2018	SUPERANNUATION-JAN2018-50		\$580.48
	Jan2018-52	25/01/2018	SUPERANNUATION-JAN2018-52		\$505.18
	Jan2018-53	25/01/2018	SUPERANNUATION-JAN2018-53		\$646.93
	Jan2018-54	25/01/2018	SUPERANNUATION-JAN2018-54		\$137.00
	Jan2018-55	25/01/2018	SUPERANNUATION-JAN2018-55		\$1,859.52
	Jan2018-56	25/01/2018	SUPERANNUATION-JAN2018-56		\$475.44
	Jan2018-6	25/01/2018	SUPERANNUATION-JAN2018-6		\$440.43
	Jan2018-7	25/01/2018	SUPERANNUATION-JAN2018-7		\$1,411.07
	Jan2018-8	25/01/2018	SUPERANNUATION-JAN2018-8		\$10,995.82
Care Giver Subsidies	1992.3462-01	25/01/2018	CARE GIVER SUBSIDIES		\$48,272.38
	250118	31/01/2018	CARE GIVER SUBSIDIES		\$48,272.38
			Total Confirmation Cheques		\$2,613,568.69
Shire of Mundaring - Trust Fund	158416396				
Cheque CHQ					
Hillis Raiders Basketball Association	00400323	11/01/2018	KEY BOND REFUND		\$110.00
	1017739	11/01/2018	KEY BOND REFUND		\$110.00
Ms S V Thompson	00400324	11/01/2018	KEY BOND REFUND		\$55.00
	1032041	11/01/2018	KEY BOND REFUND		\$55.00
Mrs J M Anderson	00400325	11/01/2018	HALL BOND REFUND		\$110.00
	1007207	11/01/2018	HALL BOND REFUND		\$110.00
Dr T Thornton	00400326	11/01/2018	KEY BOND REFUND		\$55.00
	1030684	11/01/2018	KEY BOND REFUND		\$55.00
Ms A Jefferys	00400327	11/01/2018	HALL BOND REFUND		\$1,000.00
	1028205	11/01/2018	HALL BOND REFUND		\$1,000.00
Ms S Lugget-Hessell	00400328	11/01/2018	KEY BOND REFUND		\$55.00
	983873	11/01/2018	KEY BOND REFUND		\$55.00
Mr D Manning	00400329	22/01/2018	HALL BOND REFUND		\$110.00
	1038145	22/01/2018	HALL BOND REFUND		\$110.00
Ms N Amato	00400330	22/01/2018	KEY BOND REFUND		\$55.00
	1033957	02/01/2018	KEY BOND REFUND		\$55.00
Ms S E Pervan	00400331	22/01/2018	HALL BOND REFUND		\$1,000.00
	1016331	22/01/2018	HALL BOND REFUND		\$1,000.00
Mrs B S Barlow	00400332	22/01/2018	BOND REFUNDS		\$154.00
	996695	22/01/2018	BOND REFUNDS		\$154.00
Building & Construction Industry Training Fund	00400333	31/01/2018	BCITF LEVY - JANUARY 2018		\$6,024.34
	JANUARY 2018	31/01/2018	BCITF LEVY - JANUARY 2018		\$6,024.34

Payee	Cheque No	Date	Details	Sub Total	Total
Shire of Mundaring	00400334	31/01/2018	BCITF LEVY - JANUARY 2018		\$132.00
	JANUARY 2018	31/01/2018	BCITF LEVY - JANUARY 2018	\$132.00	
Shire of Mundaring	00400335	31/01/2018	BUILDING SERVICES LEVY - JANUARY 2018		\$360.00
	JANUARY 2018	31/01/2018	BUILDING SERVICES LEVY - JANUARY 2018	\$360.00	
Building Commission	00400336	31/01/2018	BUILDING SERVICES LEVY - JANUARY 2018		\$8,206.49
	JANUARY 2018	31/01/2018	BUILDING SERVICES LEVY - JANUARY 2018	\$8,206.49	
			Total Confirmation Cheques		\$17,426.93
PAYMENTS BY ELECTRONIC FUNDS TRANSFER (Payroll)					
Pay Summary	PP14/18 cycle 1	10/01/2018			\$380,813.30
Pay Summary	PP14/18 cycle 2	10/01/2018			\$90,553.57
Pay Summary	PP15/18 cycle 1	24/01/2018			\$394,073.58
Pay Summary	PP15/18 cycle 2	24/01/2018			\$91,736.29
			Total Payroll Payments Direct From Municipal Account		\$957,176.74
PAYMENTS BY DIRECT DEBIT FROM MUNICIPAL ACCOUNT					
Bendigo - Merch Bank Fees					\$2,846.52
Bendigo - Direct Debit Fees					\$313.85
Ezidebit Bank Fees					\$91.96
Commonwealth Bank - Bpoint Fees					\$768.54
NAB - Purchase Cards					\$26,172.19
Fleetcare - Fuel Payments					\$3,602.07
HP Financial Services - Equipment Lease					\$21,557.80
Konica Minolta - Equipment Lease					\$2,696.41
Konica Minolta - Equipment Lease					\$152.66
Puma Fuel					\$25.70
			Total Electronic Fund Payments Direct From Municipal Account		\$58,227.70

NAB Credit Card			Description	Amount	Card User
Date	Supplier				
28-Dec-17	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	34.76	Leonie Etridge
28-Dec-17	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	32.27	Leonie Etridge
28-Dec-17	Woolworths		Provisions for Reflections Cafe, Lake Leschenaultia	9.50	Leonie Etridge
2-Jan-18	Jam Berry Pty Ltd		Sheets for Centre - MECPC	821.45	Raeleen McAllister
2-Jan-18	Coles		Office morning tea supplies for Lake Leschenaultia	61.94	Peter Barrett
2-Jan-18	Campaignmonitor		Distribution of monthly 'What's On' newsletter	21.76	Beverley Beale
2-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	8.00	Leonie Etridge
2-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	44.55	Leonie Etridge
2-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	78.58	Leonie Etridge
2-Jan-18	Coles		Magazines for Reflections Cafe, Lake Leschenaultia	174.97	Raeleen McAllister
3-Jan-18	Magshop Online		Water cooler - MECPC	139.00	Raeleen McAllister
3-Jan-18	Officeworks		Partial credit for goods ordered - MECPC	-80.85	Raeleen McAllister
3-Jan-18	Jam Berry Pty Ltd		Qantas - Travel for CIO Forum 14 & 15 March 2018 - Manager IT	663.09	Andrea Douglas
4-Jan-18	Qantas		Room resources - MECPC	625.47	Laurena Bogucki
4-Jan-18	Ikea Perth		KSP Library - local stock AV purchase	227.80	Kerryn Martin
4-Jan-18	Jb Hi Fi		KSP Library - local stock AV purchase	237.81	Kerryn Martin
4-Jan-18	Jb Hi Fi		Parking - MRRO Meeting, MRWA Victoria Park	2.50	Shane Purdy
4-Jan-18	Victoria Park		Renewal of railwayreserves.com	27.01	Paula Heath
4-Jan-18	Melbourne It Ltd		Room resources - MECPC	100.00	Laurena Bogucki
5-Jan-18	Kmart		Lake Leschenaultia protective clothing	75.97	Peter Barrett
5-Jan-18	BCF Australia		AFM Library - DVDs	237.78	Helen McKissock
5-Jan-18	Jb Hi Fi		Diaries for the staff, paper and document wallets for the centre - C&PCS - IAS - Middle Swan	52.94	Melissa Bill
5-Jan-18	Officeworks		Refreshments - Volunteer Firefighters Training	85.95	Jenine Banks
5-Jan-18	Sorenson Super Deli		Provisions for Reflections Cafe, Lake Leschenaultia	50.05	Leonie Etridge
5-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	66.73	Leonie Etridge
5-Jan-18	Coles		Diaries for the staff, paper and document wallets for the centre - C&PCS - IAS - Middle Swan	68.75	Melissa Bill
5-Jan-18	Officeworks		Room resources - MECPC	74.00	Laurena Bogucki
8-Jan-18	Red Dot Stores		Food and consumables for children at MECPC	159.10	Susan Broad
8-Jan-18	Coles		Food and consumables for children at MECPC	57.44	Susan Broad
8-Jan-18	Coles		Food and consumables for children at MECPC	772.38	Susan Broad
8-Jan-18	Coles		Food and consumables for children at MECPC	28.38	Susan Broad
8-Jan-18	Coles		Food and consumables for children at MECPC	298.16	Susan Broad
8-Jan-18	Midland Supa IGA		Food for children - MECPC	50.24	Raeleen McAllister
8-Jan-18	Spotlight		Room decorations - MECPC	157.65	Raeleen McAllister
8-Jan-18	Officeworks		Stationery - MECPC	90.00	Raeleen McAllister
8-Jan-18	Angus & Robertson Book		AFM Library - Books	94.64	Helen McKissock
8-Jan-18	Spotlight		Craft items for Vacation Care activities - SCFC - CV	47.93	Jane Elkins
8-Jan-18	Kmart		Replacement items for foyer - SCFC - CV	26.50	Jane Elkins
8-Jan-18	Coles		Cleaning products and Sunscreen - SCFC - CV	106.20	Jane Elkins
8-Jan-18	Coles		Cleaning products and Sunscreen - SCFC - CV	9.00	Jane Elkins
8-Jan-18	Coles		Food items - SCFC - CV	74.15	Jane Elkins
8-Jan-18	Angus & Robertson Book		KSP Library - local stock book purchase	108.43	Kerryn Martin
8-Jan-18	Kitchen Warehouse		Provisions for Reflections Cafe, Lake Leschenaultia	39.95	Leonie Etridge
8-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	21.01	Leonie Etridge
8-Jan-18	Coles		Provisions for Reflections Cafe, Lake Leschenaultia	72.97	Leonie Etridge
8-Jan-18	Stratton Supa IGA		Milk for the centre - C&PCS - Middle Swan	3.98	Melissa Bill
8-Jan-18	Primaries Midland		Selective herbicide for the control of broad leaf weeds in turf	14.74	David O'Brien
9-Jan-18	Bunnings		Room resources - MECPC	433.00	Laurena Bogucki
9-Jan-18	Midland Supa IGA		Cleaning consumables and water - MECPC	54.93	Raeleen McAllister
9-Jan-18	Bookdepository.Com		AFM Library Books	70.46	Helen McKissock

CREDIT

Date	Supplier	Description	Amount	Card User
9-Jan-18	Big W	Lego boards for Lego club at AFM library and containers for Lego	160.00	Morgan Yasbincek
9-Jan-18	Officeworks	Cinema Under Starlight event supplies: tally counters and a large battery for a torch	35.02	Karen White
9-Jan-18	Kmart	Provisions for Reflections Cafe, Lake Leschenaultia	7.50	Leonie Etridge
9-Jan-18	Department of Transport	Licensing Fees	13.00	Tacy Bowditch
9-Jan-18	Department of Transport	Licensing Fees	12.10	Tacy Bowditch
10-Jan-18	Big W	Provisions for Reflections Cafe, Lake Leschenaultia	5.60	Leonie Etridge
10-Jan-18	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	8.14	Leonie Etridge
10-Jan-18	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	69.15	Leonie Etridge
11-Jan-18	Cancer Council WA	Sunscreens for aquatic centres	157.27	Dave Parish
11-Jan-18	Jb Hi Fi	AFM Library - DVDs	241.54	Helen McKissock
11-Jan-18	The Artisan Mundaring	Catering for a function at Mundaring library	23.00	Karen White
11-Jan-18	Jb Hi Fi	KSP Library - backdoor Blade Runner 2049 - local stock AV purchase	23.48	Kerryn Martin
11-Jan-18	Coles	Staff Diary, Sunscreen, hand sanitiser and multi purpose spray for the centre - C&PCS - M/S	10.00	Melissa Bill
11-Jan-18	Coles	Staff Diary, Sunscreen, hand sanitiser and multi purpose spray for the centre - C&PCS - M/S	5.60	Melissa Bill
11-Jan-18	Coles	Staff Diary, Sunscreen, hand sanitiser and multi purpose spray for the centre - C&PCS - M/S	18.00	Melissa Bill
11-Jan-18	Coles	Staff Diary, Sunscreen, hand sanitiser and multi purpose spray for the centre - C&PCS - M/S	39.50	Melissa Bill
12-Jan-18	Bookdepository.Com	Junior book stock for AFM and KSP libraries	249.77	Morgan Yasbincek
12-Jan-18	Spotlight	Craft items for Vacation Care - SCFC - CV	70.38	Jane Elkins
12-Jan-18	Bookdepository.Com	Junior book stock for AFM and KSP libraries	38.70	Morgan Yasbincek
12-Jan-18	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	19.69	Leonie Etridge
12-Jan-18	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	100.22	Leonie Etridge
12-Jan-18	Woolworths	Provisions for Reflections Cafe, Lake Leschenaultia	8.03	Leonie Etridge
12-Jan-18	Woolworths	Provisions for Reflections Cafe, Lake Leschenaultia	2.67	Leonie Etridge
12-Jan-18	Bunnings	Bin bags and outdoor bug spray for the centre - C&PCS - Middle Swan	87.11	Melissa Bill
12-Jan-18	Big W	Whiteboard markers for the office, towels for the toilets and allfoil and cling wrap - C&PCS - M/S	8.00	Melissa Bill
12-Jan-18	Big W	Whiteboard markers for the office, towels for the toilets and allfoil and cling wrap - C&PCS - M/S	160.40	Melissa Bill
15-Jan-18	LGA Congress 2018	Registration (CEO) - 2018 LG Prof National Congress & Business Expo, Canberra (22 to 24 Aug 2018)	700.00	Anna Italiano
15-Jan-18	BP	Chambers Road bushfire refreshments	165.63	Adrian Dyson
15-Jan-18	BP	Chambers Road bushfire refreshments	116.66	Adrian Dyson
15-Jan-18	Officeworks	Mobile height adjustable table	199.00	Karen White
15-Jan-18	BCF Australia	Billgoman fun tubes	166.60	Chris Blankley
15-Jan-18	Officeworks	KSP Library - Thermal printer paper and tape	95.74	Kerryn Martin
15-Jan-18	Coles	Stock and items for school holiday programs at KSP and AFM libraries	12.50	Morgan Yasbincek
15-Jan-18	Coles	Stock and items for school holiday programs at KSP and AFM libraries	3.00	Morgan Yasbincek
15-Jan-18	Woolworths	Stock and items for children's school holiday programs at KSP and AFM libraries	34.00	Morgan Yasbincek
15-Jan-18	Woolworths	Stock and items for children's school holiday programs at KSP and AFM libraries	5.70	Morgan Yasbincek
15-Jan-18	Woolworths	Stock and items for children's school holiday programs at KSP and AFM libraries	591.83	Helen McKissock
15-Jan-18	Angus & Robertson Book	AFM Library - Books	125.70	Morgan Yasbincek
15-Jan-18	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	12.50	Morgan Yasbincek
15-Jan-18	Coles	Stock and items for school holiday programs at KSP and AFM libraries	3.00	Morgan Yasbincek
15-Jan-18	Coles	Stock and items for school holiday programs at KSP and AFM libraries	3.00	Morgan Yasbincek
15-Jan-18	Woolworths	Stock and items for children's school holiday programs at KSP and AFM libraries	33.00	Morgan Yasbincek
15-Jan-18	Woolworths	Stock and items for children's school holiday programs at KSP and AFM libraries	11.70	Morgan Yasbincek
15-Jan-18	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	89.03	Morgan Yasbincek
15-Jan-18	PSN Events Pty Ltd	Registration - Director Strategic & Community Services - Public Sector Network Series 24/5/2018	106.57	Anna Italiano
15-Jan-18	Officeworks	Office Supplies	111.81	Joanne Dutton
16-Jan-18	BP	Chambers Road bushfire refreshments	116.28	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	14.82	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	146.80	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	164.79	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	138.16	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	6.04	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	30.47	Adrian Dyson

Date	Supplier	Description	Amount	Card User
16-Jan-18	BP	Chambers Road bushfire refreshments	88.72	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	102.41	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	7.59	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	185.24	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	7.26	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	121.00	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	-1.60	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	156.95	Adrian Dyson
16-Jan-18	BP	Chambers Road bushfire refreshments	222.50	Adrian Dyson
16-Jan-18	Ace Midland Gate Cinema	Vacation Care excursion - MECPC	56.95	Laurena Bogucki
16-Jan-18	Dominos Swan View	Vacation Care lunch - MECPC	31.75	Laurena Bogucki
16-Jan-18	Midland Gate Pharmacy	Pill organiser for children's medications - SCFC - CV	148.95	Jane Elkins
16-Jan-18	Harvey Norman Online	Prize for Cinema Under Starlight competition	48.00	Paula Heath
17-Jan-18	Department of Mines, Industry Regulation and Safety	High Risk Licence Renewal for Senior Mechanic	140.00	Joanne Dutton
17-Jan-18	Begonia Pets	Star of the Shire - campaign winners - vouchers	174.46	Giulia Censi
18-Jan-18	Spotlight	Australia Day - Miscellaneous - balloons and decorations	-64.13	Giulia Censi
18-Jan-18	Magsshop Online	Credit for subscription of magazines cancelled - MECPC	-64.13	Raeleen McAllister
18-Jan-18	Magsshop Online	Credit for subscription of magazines cancelled - MECPC	182.30	Raeleen McAllister
18-Jan-18	City of Baywater	Vacation Care - children's excursion - MECPC	6.00	Laurena Bogucki
18-Jan-18	Coles	Food and plates for the vacation care excursion - C&PCS - Middle Swan	28.10	Melissa Bill
18-Jan-18	Coles	Food and plates for the vacation care excursion - C&PCS - Middle Swan	77.80	Melissa Bill
18-Jan-18	Coles	Batteries - Emergency Management equipment	21.00	Adrian Dyson
19-Jan-18	Woolworths	Furniture - MECPC	560.00	Raeleen McAllister
19-Jan-18	Furniture Bazaar	Food for staff - MECPC	32.90	Raeleen McAllister
19-Jan-18	The Cheesecake Shop	Stationery - MECPC	42.29	Raeleen McAllister
19-Jan-18	Officeworks	Billigoman uniform shoes	125.00	Chris Blankley
19-Jan-18	Mundaring Shoes	AFM Library - DVDs	299.87	Helen McKissock
19-Jan-18	Jb Hi Fi	Replacement items for first aid supplies - SCFC - CV	55.50	Jane Elkins
19-Jan-18	Woolworths	Paper for printer and glue sticks - SCFC - CV	43.95	Jane Elkins
19-Jan-18	Woolworths	SoM Libraries - Registration of Little Library	64.11	Helen McKissock
19-Jan-18	Little Free Library	Provisions for Reflections Café, Lake Leschenaultia	29.48	Leonie Etridge
19-Jan-18	Coles	Provisions for Reflections Café, Lake Leschenaultia	111.46	Leonie Etridge
19-Jan-18	Coles	Provisions for Reflections Café, Lake Leschenaultia	17.00	Leonie Etridge
19-Jan-18	Coles	Food and consumables for children - MECPC	10.00	Susan Broad
22-Jan-18	Coles	Food and consumables for children - MECPC	142.83	Susan Broad
22-Jan-18	Coles	Furniture for foyer - MECPC	1140.00	Raeleen McAllister
22-Jan-18	Harvey Norman	Placemats - MECPC	19.90	Raeleen McAllister
22-Jan-18	Freedom Midland	Room decorations - MECPC	94.00	Raeleen McAllister
22-Jan-18	Knart	Room decorations - MECPC	91.91	Raeleen McAllister
22-Jan-18	Spotlight	Pulse Oximeter for first aid	69.99	Stewart Winfield
22-Jan-18	Greg's Midland	Replacement items for First Aid Supplies - SCFC - CV	19.92	Jane Elkins
22-Jan-18	Alstone Park Pharmacy	Replacement items for First Aid Supplies - SCFC - CV	30.47	Jane Elkins
22-Jan-18	Alstone Park Pharmacy	Food items - SCFC - CV	39.79	Jane Elkins
22-Jan-18	Coles	Food items - SCFC - CV	25.81	Jane Elkins
22-Jan-18	Coles	Resources for Vacation Care - SCFC - CV	46.00	Jane Elkins
22-Jan-18	Knart	Weekly programming & reflecting diary 2018 - MECPC	575.60	Laurena Bogucki
22-Jan-18	Butler Creative Childcare Resources	Stationery items for office - SCFC - CV	103.46	Jane Elkins
22-Jan-18	Officeworks	Snap lock bags for the centre and food for Vacation Care - C&PCS - Middle Swan	4.74	Melissa Bill
22-Jan-18	Swan View IGA	Snap lock bags for the centre and food for Vacation Care - C&PCS - Middle Swan	103.11	Melissa Bill
22-Jan-18	Swan View IGA	Food and consumables for children - MECPC	96.70	Susan Broad
23-Jan-18	Coles	Food and consumables for children - MECPC	72.59	Susan Broad
23-Jan-18	Coles	Food and consumables for children - MECPC	642.89	Susan Broad

CREDIT

Date	Supplier	Description	Amount	Card User
23-Jan-18	Living Emporium	Foyer decorations - MECPC	79.99	Raeleen McAllister
23-Jan-18	Seek	Children's Services Operations Co-ordinator advertisement	302.50	Giulia Censi
23-Jan-18	Seek	Children's Services Qualified Early Childhood Educators advertisement	302.50	Giulia Censi
23-Jan-18	Bolinda Publishing	Junior AV stock for KSP library	247.37	Morgan Yasbincek
23-Jan-18	Netregistry	Domain name registration renewal www.perthhills.com.au	38.95	Beverley Beale
24-Jan-18	Woolworths	Australia Day event miscellaneous items	10.00	Giulia Censi
24-Jan-18	WA Spit Roast	Deposit - Annual Volunteer Firefighters Family Event	200.00	Jenine Banks
24-Jan-18	Aerial Fun Trampoline	Vacation Care - Children's excursion - MECPC	146.50	Laurena Bogucki
24-Jan-18	Officeworks	Stationery - MECPC	190.79	Raeleen McAllister
24-Jan-18	Angus & Robertson Book	AFM Library - Books	406.92	Helen McKissock
24-Jan-18	Jb Hi Fi	Junior AV stock for AFM and KSP libraries	299.02	Morgan Yasbincek
24-Jan-18	Angus & Robertson Book	KSP Library - local stock book purchase	837.40	Kerryn Martin
24-Jan-18	Jb Hi Fi	Junior AV stock for AFM and KSP libraries	370.53	Morgan Yasbincek
24-Jan-18	Economic Development Australia Ltd	2018 Membership Renewal - Economic Development Australia - Strategic Business Advisor	400.00	Giulia Censi
24-Jan-18	Leighton O'Brien Pty Ltd	Annual Fee for Fuel Tank Monitoring	660.00	Tacy Bowditch
25-Jan-18	Bunnings	Craft Right Tool Bag	9.98	Andrew Currell
25-Jan-18	Bunnings	Trojan Toolkit	190.59	Andrew Currell
25-Jan-18	Coles	Food and consumables for staff, children and kitchen - MECPC	12.00	Laurena Bogucki
25-Jan-18	Coles	Food and consumables for staff, children and kitchen - MECPC	17.93	Laurena Bogucki
25-Jan-18	Coles	Food and consumables for staff, children and kitchen - MECPC	21.57	Laurena Bogucki
25-Jan-18	Woolworths	Plastic container for microphone and leads at Boys Community Centre	12.45	Stewart Winfield
25-Jan-18	Jb Hi Fi	AFM Library DVDs and CDs	203.82	Helen McKissock
25-Jan-18	Bookdepository.Com	Junior book stock for AFM and KSP libraries	187.94	Morgan Yasbincek
25-Jan-18	Shozi1	Energy Bars - Volunteer Firefighters Distribution	126.00	Jenine Banks
25-Jan-18	Woolworths	Food items for Vacation Care - SCFC - CV	36.00	Jane Elkins
25-Jan-18	WA Child Safety Services	Protective Behaviours WA Resources for Parent Workshops	49.80	Jillian Pearce
25-Jan-18	Angus & Robertson Book	KSP Library - refund invoice 08289152 Lichtenstein Masterpieces of Art	-33.65	Kerryn Martin
25-Jan-18	Bookdepository.Com	Junior book stock for AFM and KSP libraries	98.82	Morgan Yasbincek
25-Jan-18	Coles	Insect fogger spray and bottled water for Cinema Under Starlight event at Chidlow Oval	15.95	Karen White
25-Jan-18	Coles	Insect fogger spray and bottled water for Cinema Under Starlight event at Chidlow Oval	7.05	Karen White
25-Jan-18	Coles	Provisions for Reflections Café, Lake Leschenaultia	14.85	Leonie Eltridge
25-Jan-18	Coles	Provisions for Reflections Café, Lake Leschenaultia	116.42	Leonie Eltridge
25-Jan-18	Coles	Australia Day event miscellaneous items	25.90	Giulia Censi
29-Jan-18	Puma Energy Mundaring	Staff training lunch - MECPC	61.90	Laurena Bogucki
29-Jan-18	Dominos Pizza	Flowers for CEO (retiring) from Women's Health - MECPC	25.99	Raeleen McAllister
29-Jan-18	Gilberts Fresh Midland	Buffet & furniture for foyer - MECPC	598.00	Raeleen McAllister
29-Jan-18	Super A Mart	New rug for Kindy - MECPC	390.00	Raeleen McAllister
29-Jan-18	Rug Station Pty Ltd	AFM Library - Books	118.16	Helen McKissock
29-Jan-18	Angus & Robertson Book	Two street Library plaques	52.80	Paula Heath
29-Jan-18	Street Library Australia	Professional Development Training for two staff members	390.48	Jillian Pearce
29-Jan-18	WA Child Safety Services	Library marketing of events	97.19	Kerryn Martin
29-Jan-18	Campaignmonitr	KSP Library - Local stock AV purchase	419.64	Kerryn Martin
29-Jan-18	Jb Hi Fi	Australia Day items and chips and juice boxes for the Vacation Care party - C&PCS - Middle Swan	131.73	Melissa Bill
29-Jan-18	Swan View IGA	Australia Day items and chips and juice boxes for the Vacation Care party - C&PCS - Middle Swan	30.20	Melissa Bill
29-Jan-18	Swan View IGA	Australia Day items and chips and juice boxes for the Vacation Care party - C&PCS - Middle Swan	0.99	Melissa Bill
29-Jan-18	Swan View IGA	Cleaning products for the centre - C & PCS - Middle Swan	62.17	Melissa Bill
29-Jan-18	Swan View IGA	Cleaning products for the centre - C & PCS - Middle Swan	3.60	Melissa Bill
29-Jan-18	BP	Incorrect fuel put in 806MDG and could not go on fuel card - MECPC	102.44	Melissa Bill
29-Jan-18	BP	Account Fees Cc Fp User Fee	\$189.20	Laurena Bogucki
		Total	\$26,172.19	

CREDIT

11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.0 URGENT BUSINESS (LATE REPORTS)

13.0 CONFIDENTIAL REPORTS

Meeting Closed to Public

The Local Government Act 1995, Part 5, Section 5.23 states in part:

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
- (a) a matter affecting an employee or employees; and
 - (b) the personal affairs of any person; and
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.

RECOMMENDATION

That Council closes the meeting to members of the public, in accordance with s5.23(2) of *the Local Government Act 1995*, in order to consider the confidential reports as detailed below:

13.1 Lake Leschenaultia Commercial Operations

Item 13.1 is considered confidential in accordance with the Local Government Act 1995 section 5.23(2) (a) as it contains information relating to a matter affecting an employee or employees.

14.0 CLOSING PROCEDURES

14.1 Date, Time and Place of the Next Meeting

The next Ordinary Council meeting will be held on Tuesday, 10 April 2018 at 6.30 pm in the Council Chamber.

14.2 Closure of the Meeting