

## Ordinary Council Meeting - 23 October 2018 Attachments

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City of Kalamunda


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Scale: 1:2000





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Municipal Inventory

Place No: 185		Place Name: Avenue of Lemon Scented Gums	
Place Type: Trees		Other Names:	
Date of Original Assessment: April 2018		Date of Review: N/A	
			
Address: Welshpool Road East		Lot No:	Road Reserve
		Plan Diagram:	Road Reserve
		Vol Folio:	Road Reserve
Locality: Wattle Grove		GPS: -	32° 004268 S 116° 011376 E
Current Use: Trees		Original Use:	Trees
Ownership: State Government		Public Access:	Yes
HERITAGE LISTINGS			
SHO Listing:		25917	
Other Listings:			
CONSTRUCTION			
Date of Construction:		Planting c1960	
Architect:		N/A	
Builder:		N/A	
Architectural Style:		N/A	
Physical Description:		<p>The Avenue of Lemon Scented Gums, Wattle Grove consists of two lines of Lemon Scented Gums (<i>Corymbia citriodora</i>) lining the southern (westbound) carriageway of Welshpool Road East for a distance of approximately 450m, with one line of approximately 18 trees along the median strip and another line of trees of 18 trees along the southern road reserve.</p> <p>The assessment was confined to the area between the junction of Lewis Road and Welshpool Road East, and</p>	

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	<p>east to the break in the median strip. This area is consistent with the original strip of planting.</p> <p>The trees are 15m apart and were roughly planted in pairs on either side of the original alignment of Welshpool Road East.</p> <p>The trees are in good health, and considered to mostly be the same age although self-seeded plants are likely to have occurred. Visually, the trees are all approximately the same size with spreading canopies over the southern portion of Welshpool Road East.</p> <p>Together the trees form a substantial avenue for cars travelling west along Welshpool Road East, lining the road for a distance of approximately 330 m.</p>
<b>Method of Construction:</b>	N/A
<b>Condition:</b>	Generally good

### HISTORICAL

The settlement of the City of Kalamunda was small and scattered until the 1890s when a railway line was established and the area became a popular holiday and market garden area with small communities dotted along the railway line.

In the new century the Kalamunda area continued to develop into a popular tourism destination, and residential area for weekend living. The flat lands at the base of the Darling Range were still largely used for agriculture and the small farming community at Wattle Grove formed a Progress Association in 1912. This group was active in representations to the Darling Roads Board, the preceding organisation of the current City of Kalamunda. The goals of the organisation as stated in *The West Australian*, 2 August 1912, p.3, were:

- a) The speedy completion of Welshpool Road
- b) The construction of feeder roads
- c) The establishment of a school
- d) The commencement of a bi-weekly postal service
- e) The construction of a meeting hall
- f) Promotion of the district.

Throughout the 1920s and 1930s infrastructure such as electricity and transport networks were further developed to throughout the Kalamunda district.

In the post war period, Wattle Grove remained largely rural but underwent modest subdivision and development. At this time Welshpool Road extended in a straight alignment from Welshpool to the small cluster of orchards at the base of the foothills near Lesmurdie.

In 1954, land was resumed adjacent to Welshpool Road at the Canning end of Welshpool Road to service a new railway depot and direct heavy vehicles away from local traffic. Land was also resumed to improve the roads leading to tourist destinations such as the nearby Lesmurdie Falls.

A deviation along the Wattle Grove section of Welshpool Road was planned in 1956. In August 1958, land was resumed by Main Roads for this purpose, with the new road route published in January 1959 and formally declared in October the same year. The new deviation was named Welshpool Road East, with the remaining original section of Welshpool Road renamed Crystal Brook Road. At this time a line of Lemon Scented Gums (*Corymbia citriodora*) was planted by Main Roads along either side of the road reserve. Aerial imagery in 1965 shows the trees were planted about 15m apart and in pairs on either side of the road. Although not conclusive this imagery indicates the original planting consisted of 22 trees on the northern side of the road (now the median strip) and 15 on the southern side of the road.

Street trees in urban areas had been planted from early on in the colony's development with a preference for exotic trees in the 19<sup>th</sup> century. Over time, there was a general shift towards the propagation and planting of

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more native species. After WWI, the demand for Australian and native species increased, and the State Nursery at Hamel provided these and other species for rural and ornamental uses, with continued distribution to government bodies, including the Railways, Municipalities and Roads Boards, and the Zoological Gardens. This trend continued after WWII, and by this time eucalypts constituted the majority of trees distributed by the Hamel Nursery.

Main Roads Western Australia had been in the practise of conserving trees within road reserves since 1949, and in 1953 road reserves were expanded to better allow the government body to engage in such conservation and revegetation. By the mid-1950s this had become a policy of actively planting trees in road reserves to better promote road verges. Don Aitken, Commissioner of Main Roads at this time, was a noted member of the Tree Society, which in 1961 had written to Main Roads to suggest that a 'Tree Expert' be appointed to the department to assist in the planting of trees in median strips. Conversations between the Tree Society and Main Roads at this time focussed on tree planting on median strips along Canning Highway and within Guildford. By 1968, Main Roads had formally appointed a horticultural officer to manage strip plantings.

The planting of the avenue of Lemon Scented Gums, Wattle Grove is reputed to have been instigated by Patrick Moran, the Secretary of the Darling Range Road Board and later the Shire of Kalamunda, to provide an entry statement into the hills region and provide refuge for local wildlife. No further specific information has been found on the Darling Range Road Board's role in this specific group of trees, however it is known that the Board was in the practice of planting exotic tree species along town streets during the inter-war period, switching to Australian native species in the 1970s.

It has also been suggested that the planting of the lemon scented gums was linked to notable town planner and architect Margaret Feilman, who is associated with a number of culturally significant urban landscapes in the state, however research by the State Heritage Office has not been able to substantiate this connection.

Sometime between 1985 and 1995, Welshpool Road East was duplicated when an eastbound carriageway was constructed to the north of the original road, which then became the westbound carriageway. The lemon scented gums that had formed the northern half of the original avenue were retained in the median strip between the two carriageways.

In November 2016, the City of Kalamunda approved the construction of a Place of Worship at Lot 36 (831) Welshpool Road East, Wattle Grove. As part of the development, access to the site required the construction of road modifications which required the felling of up to 13 trees, including several mature Lemon Scented Gums. Significant community opposition was expressed to the City of Kalamunda over the proposed felling of the trees and alternate methods of accessing the site were considered in April 2018, which resulted in Council approving an amendment to the development approval and a requirement for the removal of one (1) tree, which was not a mature Lemon Scented Gum

Expressions of the community concern over the issue included a community meeting, petition of approximately 10,000 signatures, a Facebook page which has 1500 followers, several items in the local press and a fundraising campaign. A feature of the commentary by the community has been the role of the trees as an entry statement to the City of Kalamunda.

The Avenue of Lemon Scented Gums, Wattle Grove was referred to the State Heritage Office for assessment in November 2017 and was considered below threshold for inclusion on the State Register of Heritage Places.

<b>Theme:</b>	Transport and communications: Road transport Social and Civic Activities: Environmental Awareness
<b>Associations:</b>	Don Aitken, Main Roads Commissioner Patrick Moran, Darling Range Road Board Secretary
<b>Main Sources:</b>	Documentation prepared by the State Heritage Office for assessment of Place 25917 in December 2017. <i>The West Australian</i> , 7 August 1912, p.6.
<b>SIGNIFICANCE</b>	
<b>Level of Integrity:</b>	High
<b>Level of Authenticity:</b>	High
<b>Level of Significance:</b>	Some/moderate



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Municipal Inventory

### Statement of Significance:

*The following statement is based on the State Heritage Office Assessment documentation prepared in 2017.*

Avenue of Lemon Scented Gums, Wattle Grove, consisting of two linear plantings of Lemon Scented Gums (*Corymbia citriodora*) lining the southern carriageway of Welshpool Road East for a distance of approximately 450m, east from the junction with Lewis Road, with one line of approximately 18 trees along the median strip and another line of trees of 18 trees along the southern road reserve, has cultural heritage significance for the following reasons:

- the place is a visually pleasing vista of Eucalypts along Welshpool Road East, which contributes to the community's sense of place.
- the place is associated with the post-WWII practice of Main Roads of planting trees in roadside verges and median strips, which was influenced by the Tree Society of Western Australia.

### Management Category:

**3**

Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting from the overall significance of the item.

Conservation of the place is desirable.

Any alterations or extensions should reinforce the significance of the place, and original fabric should be retained wherever feasible

### ADDITIONAL PHOTOGRAPHS



1953, courtesy Landgate, showing original alignment of Welshpool Road



1965, courtesy Landgate, showing alignment of the new Welshpool Road East and location of plantings.



Trees on the median strip, 2018



Trees on the median strip looking west, 2018



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Trees on south side of Welshpool Road East, 2018



Median strip tree, 2018



Avenue of gums, south side of Welshpool Road East, 2018



View eastwards through both sides of Welshpool Road East, with the avenue of trees on the right side, 2018

[Policy Number]:      Heritage Area - Welshpool Road East - Avenue of Lemon Scented Gums	
Management Procedure	Relevant Delegation

## Purpose

### 1. Background and Introduction

The City of Kalamunda Local Planning Strategy 2010 (LPS) (adopted by the Western Australian Planning Commission in February 2013) recognises the importance of heritage and the need to ensure that heritage features and characteristics are protected and preserved. Strategies of the LPS include the preparation of policy to specify guidelines and incentives for development of places of heritage significance.

The Welshpool Road East Avenue of Lemon Scented Gums Heritage Area is significant as an avenue of trees planted by Main Roads following the realignment of Welshpool Road East from the current location of Crystal Brook Road to its new location in circa 1959. The trees consist of two lines lining the southern carriageway Welshpool Road East in Wattle Grove for a distance of approximately 450 metres, with one line of approximately 18 trees along the median strip and another line of 18 trees along the southern road verge (Refer to Appendix 1). The place has cultural heritage significance for the following reasons:

- the place is a visually pleasing vista of Eucalypts along Welshpool Road East, which contributes to the community's sense of place.
- the place is associated with the post-WWII practice of Main Roads of planting trees in roadside verges and median strips, which was influenced by the Tree Society of Western Australia.

The Welshpool Road East Avenue of Lemon Scented Gums Heritage Area is designated under the Heritage Protection provisions of the City of Kalamunda Local Planning Scheme No. 3. A statement of heritage significance is recorded in the City's Municipal Heritage Inventory (see copy in Appendix 2).

This policy:

- provides development and design guidance for development within the area; and
- details the procedures for making applications for development approval within the area.

### 2. Application of Policy

This policy applies to all land within the Welshpool Road East Avenue of Lemon Scented Gums Heritage Area. The extent of the area is shown in the map at Appendix 1.

### 3. Statutory Authority / Legal Status

This Policy has been prepared under and in accordance with Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.



## 4. Objectives

The objectives of the policy are to outline special planning control to:

- conserve and protect the cultural heritage significance of the Welshpool Road East Avenue of Lemon Scented Gums Heritage Area;
- ensure that any proposed subdivision or development will not adversely affect the area's heritage significance; and
- provide improved certainty to landowners and community about the planning processes for development within and adjacent to the area.

## Policy Statement

### 5. Matters to be considered

In considering any development or subdivision applications in relation to a place located within a Heritage Area, in addition to the matters listed in Schedule 2, Part 9, Clause 67 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, the City will apply and have regard to:

- the matters set out in section 6.5 of the State Planning Policy 3.5 Historic Heritage Conservation;
- the development control principles set out in sections 6.5 and 6.6 of the State Planning Policy 3.5 Historic Heritage Conservation;
- the design guidelines set out below; and
- the structural condition of a contributory place, and whether a place is reasonably capable of conservation.

### 6. Requirement for Development Approval

Development approval is required for any development within, or involves vehicle access arrangements through, the heritage area identified in Appendix 1.

### 7. Retention of Lemon Scented Gums

Any development or subdivision proposal should be designed wherever feasible to ensure the retention and protection of Lemon Scented Gum trees within the heritage area identified in Appendix 1.

### 8. Information Requirements for Applications for Development and Subdivision Approval

The City may require an applicant to provide one or more of the following to assist in the determination of its application. This is additional to the requirement for accompanying material set out in Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015* and clause 20 (b)(ii) of the *Planning and Development Regulations 2009*.

#### 6.1 Site Survey

The City will require a site feature survey identifying all trees adjacent to the boundary of the proposed development or subdivision site. The survey should contain the location, height, species, trunk diameter at breast height, canopy diameter and existing ground level adjacent to all trees identified.

#### 6.2 Heritage Impact Statement

The City may require a heritage impact statement addressing the following:

- a) How will the proposed works affect the significance of the place and area?
- b) What alternatives have been considered to ameliorate any adverse impacts?
- c) Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

### 6.3 Arborist Assessment

The City may require a suitably qualified Arborist to identify and assess the impact of a proposed development or subdivision on a tree identified within the heritage area and make recommendations before works commence, during works and after works have been completed.

### 6.4 Archival Record

If a proposal results in the removal of any trees deemed to have cultural heritage significance within the heritage area, the City may require the applicant as a condition of approval to submit an archival record of the place, prior to the commencement of development. The archival record is to be in accordance with the State Heritage Office's standard for archival recording.

Related Local Law			
Related Policies			
Related Budget Schedule			
Legislation			
Conditions			
Authority			
Adopted		Next Review Date	



## Appendix 1





## **Appendix 2**

**MHI excerpt to be inserted following adoption.**

DRAFT



20 December 2017

YOUR REF

OUR REF

ENQUIRIES

P25917

Moss Wilson/6551 8002

Ms Rhonda Hardy  
Chief Executive Officer  
City of Kalamunda  
PO Box 42  
KALAMUNDA, WA 6926

Dear Ms Hardy

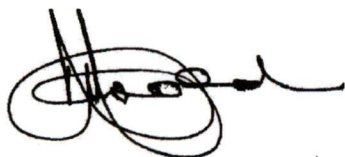
**P25917 Avenue of Lemon Scented Gums, Wattle Grove**  
**Portion of Welshpool Road Reserve**

Further to our previous correspondence and discussions this letter is to advise you that, after careful consideration of the evidence available, the Heritage Council resolved at its meeting on 8 December 2017, that *Avenue of Lemon Scented Gums, Wattle Grove*, does not have sufficient cultural heritage significance at the State level for inclusion in the State Register of Heritage Places.

The Heritage Council would like to stress that its decision has no bearing on the status of the place in relation to your Local Government Inventory of Heritage Places.

I enclose a copy of the assessment documentation for your information.

Yours sincerely



Anne Arnold  
Chair



**HERITAGE  
COUNCIL**  
OF WESTERN AUSTRALIA

## REGISTER OF HERITAGE PLACES BELOW THRESHOLD

1. **DATA BASE No.** 25917
2. **NAME** *Avenue of Lemon Scented Gums, Wattle Grove*
3. **LOCATION** Welshpool Road East, Wattle Grove (median strip and southern carriageway east of Lewis Rd along the northern boundary of 831 (Lot 36) and 855 (Lot 38) Welshpool Rd, Wattle Grove.
4. **DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY**  
Portion of Welshpool Rd East Road Reserve as shown on HC Curtilage Map P25917-A
5. **LOCAL GOVERNMENT AREA** City of Kalamunda
6. **CURRENT OWNER**  
State of Western Australia (Responsible Agency: Department of Planning, Lands and Heritage, Statutory Authority: City of Kalamunda)
7. **HERITAGE LISTINGS**
  - Register of Heritage Places: Below Threshold: 08/12/2017
  - National Trust Classification: -----
  - Town Planning Scheme: -----
  - Municipal Inventory: -----
  - Register of the National Estate: -----
8. **ORDERS UNDER SECTION 38 OR 59 OF THE ACT**  
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9. **HERITAGE AGREEMENT**  
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10. **STATEMENT OF SIGNIFICANCE**  
*Avenue of Lemon Scented Gums, Wattle Grove*, consisting of two lines of Lemon Scented Gums (*Corymbia citriodora*) lining the southern carriageway of Welshpool Road East for a distance of 330m, with one line of approximately 17 trees along the median strip and another line of trees of 18 trees along the southern road reserve, has cultural heritage significance for the following reasons:

the place is a visually pleasing vista of Eucalypts along Welshpool Road East, which contributes to the community's sense of place.

the place is associated with the post-WWII practice of Main Roads of planting trees in roadside verges and median strips, which was influenced by the Tree Society of Western Australia.



**11. ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE**

The criteria adopted by the Heritage Council in November 1996 have been used to determine the cultural heritage significance of the place.

**PRINCIPAL AUSTRALIAN HISTORIC THEME(S)**

- 4.1 Planning urban settlements

**HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)**

- 203 Road Transport
- 409 Environmental awareness

**11.1 AESTHETIC VALUE\***

*Avenue of Lemon Scented Gums, Wattle Grove* makes a contribution to the aesthetic values of Welshpool Road East through the visual impact of the two lines of trees, which form part of the vista of the local area. (Criterion 1.3)

**11.2. HISTORIC VALUE**

*Avenue of Lemon Scented Gums, Wattle Grove* is associated with the development of road networks within the Darling Range area, which expanded in the post-war period as the area became a desirable residential area. (Criterion 2.2)

*Avenue of Lemon Scented Gums, Wattle Grove* is associated with the post-WWII practise by Main Roads of planting trees on road verges and median strips, which was influenced by the work of the Tree Society. (Criterion 2.3)

*Avenue of Lemon Scented Gums, Wattle Grove* is associated with Darling Range Roads Board secretary Patrick Moran, who wished the avenue of trees to form an entry statement into the hills area. (Criterion 2.3)

**11.3. SCIENTIFIC VALUE**

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**11.4. SOCIAL VALUE**

*Avenue of Lemon Scented Gums, Wattle Grove* is valued by the community for its aesthetic values and for contributing to the community's sense of place. (Criterion 4.1, Criterion 4.2)

**12. DEGREE OF SIGNIFICANCE****12.1. RARITY**

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\* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 1989.  
For consistency, all references to garden and landscape types and styles are taken from Ramsay, J. *Parks, Gardens and Special Trees: A Classification and Assessment Method for the Register of the National Estate*, Australian Government Publishing Service, Canberra, 1991, with additional reference to Richards, O. *Theoretical Framework for Designed Landscapes in WA*, unpublished report, 1997.



**12. 2 REPRESENTATIVENESS**

*Avenue of Lemon Scented Gums, Wattle Grove* is representative of the post-WWII practise of Main Roads of planting trees on roadside verges or in median strips. (Criterion 6.1)

**12. 3 CONDITION**

*Avenue of Lemon Scented Gums, Wattle Grove* is in good condition.

**12. 4 INTEGRITY**

*Avenue of Lemon Scented Gums, Wattle Grove* has high integrity, as the intent of the trees as a visually pleasing vista readily apparent.

**12. 5 AUTHENTICITY**

*Avenue of Lemon Scented Gums, Wattle Grove* has high authenticity, with no replacements to the trees planted in 1961.

### 13. SUPPORTING EVIDENCE

The documentation for this place is based on the heritage assessment completed by the Department of Planning, Lands and Heritage, in November 2017, with amendments and/or additions by the Department of Planning, Lands and Heritage and the Heritage Council.

#### 13.1 DOCUMENTARY EVIDENCE

*Avenue of Lemon Scented Gums, Wattle Grove*, consisting of two lines of Lemon Scented Gums (*Corymbia citriodora*) lining the southern (west bound) carriageway of Welshpool Road East for a distance of 330m, with one line of approximately 17 trees along the median strip and another line of trees of 18 trees along the southern road reserve. The place demonstrates the development of conservation practices by Main Roads and local government authorities.

Following the establishment of the Swan River Colony, land in the Darling Ranges was not taken up until the 1860s, and it was 1873 before the first permanent settler built a dwelling on his land. The thickly wooded and rocky terrain of the area discouraged earlier settlement, despite its proximity to Perth. The first settlers ran sheep, with vegetable gardens, orchards and strawberry cultivation being established in the well-watered areas. A number of small communities developed, among them Kalamunda.<sup>1</sup>

The settlement of the area was given a boost in 1891 by the establishment of a railway line, and the area became a popular holiday and market garden area. The small communities dotted along the railway line continued to develop until the town site of Kalamunda was proclaimed in 1901.<sup>2</sup>

In the new century the area continued to develop into a popular tourism destination and residential area for weekend living. Throughout the 1920s and 1930s infrastructure such as electricity and transport networks were further developed to support the growing community.<sup>3</sup> Road projects during the post war period in the area of *Avenue of Lemon Scented Gums, Wattle Grove* included proposed land resumptions for adjustments to nearby Welshpool Road in 1954, and proposed adjustments to the Canning end of Welshpool Road to service a new railway depot and relieve heavy vehicles from local traffic, as well as improvements to roads leading to tourist destinations such as the nearby Lesmurdie Falls in 1960.<sup>4</sup>

A deviation along the Wattle Grove section of Welshpool Road was planned in 1956, connected to the previous road works attempting to provide better access to the tourist area of Lesmurdie Hill, as well as attempting to improve the road alignment of the area. In August 1958, land was resumed by Main Roads for this purpose, with the new road route then published in January 1959 and the road

<sup>1</sup> Slee, J. & Shaw, W. *Cala Munnda: A Home in the Forest*, Perth, 1979, pp. 3-14, see also assessment documentation for P15265 *Floriculture Nursery (fmr)*

<sup>2</sup> Hocking Heritage Studio, *Shire of Kalamunda Municipal Heritage Inventory 2015*, Shire of Kalamunda, pp. 25-29

<sup>3</sup> *ibid.*, pp. 29-35

<sup>4</sup> *Welshpool Road Kalamunda Shire Council. Land & Property resumption*, SRO file AU WA 5635- cons1542 1954/0566; *Kalamunda Shire Council – roads to Tourist Spots [incl. plans/maps, graphs]*, SRO file AU WA 5635- cons1692 1960/0799; *Canning & Kalamunda Shire Council, Welshpool Road No. 2012 [incl. maps/plans/sketches/drawing]*, AU WA 5635- cons1692 1959/0870



formally declared in October the same year.<sup>5</sup> The new deviation was named Welshpool Road East, with the remaining original section of Welshpool Road renamed Crystal Brook Road.<sup>6</sup> At this time a line of Lemon Scented Gums (*Corymbia citriodora*) was planted by Main Roads along either side of the road reserve. Aerial imagery shows the trees were planted about 15m apart and in pairs on either side of the road.<sup>7</sup>

Street trees in urban areas had been planted from early on in the colony's development. In 1896, a temporary State Nursery was established in Guildford to provide stock to the Woods and Forests Department for commercial timber plantations. The majority of the species being grown at this time were exotic. After numerous applications were made for trees for planting in streets and parks in various towns, and applications from the Education Department for trees to be planted on Arbor Day, surplus tree stock was approved for supply to others. The population increase and suburban expansion in the late 1890s saw demand for functional and ornamental trees increase, and the nursery relocated to Hamel in 1897.<sup>8</sup>

Over time, there was a general shift towards the propagation and planting of more native species. After WWI, the demand for Australian and native species increased, and *Hamel Nursery* provided these and other species for rural and ornamental uses, with continued distribution to government bodies, including the Railways, Municipalities and Roads Boards, and the Zoological Gardens.<sup>9</sup> This trend continued after WWII, and the by this time eucalypts constituted the majority of trees distributed by *Hamel Nursery*.<sup>10</sup>

The wet conditions at Hamel were not conducive for growing trees for low rainfall areas, so in 1947 the Forests Department established a nursery in Kalgoorlie, which was subsequently relocated to Dryandra. The focus at Dryandra was mostly species indigenous to Western Australia, with *Hamel Nursery* continuing to raise species from overseas and from the eastern states.<sup>11</sup> Among the 'historic' mature trees at Hamel Nursery is a large Lemon Scented Gum (*Corymbia citriodora*).<sup>12</sup> The use of Lemon Scented Gums as street plantings was a popular choice in Western Australia, the eastern coast tree valued for its straight pale trunks and majestic aesthetic qualities when mature. A notable Western Australian example is the avenue of interlocking Lemon Scented gums along Fraser Avenue in King's Park.<sup>13</sup>

<sup>5</sup> *Kalamunda Shire Council – Welshpool Road No 56 A – Lesmurdie Hill Deviation – Proclamation of Route [incl. maps/plans/extracts of Government Gazette, Lands Resumption Schedule]*, SRO file AU WA S635- cons1692 1958/0641

<sup>6</sup> *Darling Range Road Board District, Crystal Brook Road*, SRO file AU WA S635- cons1692 1960/0517

<sup>7</sup> Historic Aerial Imagery 1953, 1965, Landgate Map Viewer, accessed 15 September 2017, <https://maps.landgate.wa.gov.au/maps-landgate/registered/>; Hocking Heritage Studio, *op cit.*, p. 41

<sup>8</sup> Hamel Nursery – Assessment Documentation, Heritage Council of Western Australia, accessed 27 November 2017, <http://inherit.stateheritage.wa.gov.au/Admin/api/file/fabb624f-3049-8054-4989-bfb3dc6d96ef>, p. 7.

<sup>9</sup> Hamel Nursery – Assessment Documentation, p.13.

<sup>10</sup> Hamel Nursery – Assessment Documentation, p.16.

<sup>11</sup> Hamel Nursery – Assessment Documentation, p.26.

<sup>12</sup> Hamel Nursery – Assessment Documentation, p.18.

<sup>13</sup> 'Corymbia citriodora', Florabank website, accessed 28 November 2017, [http://www.florabank.org.au/lucid/key/species%20navigator/media/html/Corymbia\\_citriodora.htm](http://www.florabank.org.au/lucid/key/species%20navigator/media/html/Corymbia_citriodora.htm); 'Fraser Avenue Precinct', Kings Park & Botanic Garden website, accessed 28 November 2017, <https://www.bgpa.wa.gov.au/kings-park/visit/maps-and-transport/fraser-avenue-precinct>



Main Roads Western Australia had been in practise of conserving trees within road reserves since 1949, and in 1953 road reserves were expanded to better allow the government body to engage in such conservation and revegetation. By the mid-1950s this had become a policy of actively planting trees in road reserves to better promote road verges. Don Aitken, Commissioner of Main Roads at this time, was a noted member of the Tree Society, which in 1961 had written to Main Roads to suggest that a 'Tree Expert' be appointed to the department to assist in the planting of trees in median strips. Conversations between the Tree Society and Main Roads at this time focussed on tree planting on median strips along Canning Highway and within Guildford. By 1968 Main Roads had formally appointed a horticultural officer to manage strip plantings.<sup>14</sup>

The planting of *Avenue of Lemon Scented Gums, Wattle Grove* is reputed to have been instigated by Patrick Moran, the Secretary of the Darling Range Road Board and later the Shire of Kalamunda, to provide an entry statement into the hills region and provide refuge for local wildlife.<sup>15</sup> No further specific information has been found on the Darling Range Road Board's role in this specific group of trees, however it is known that the Board was in the practice of planting exotic tree species along town streets during the inter-war period, switching to Australian native species in the 1970s.<sup>16</sup>

It has also been suggested that the planting of the lemon scented gums was linked to notable town planner and architect Margaret Feilman, who is associated with a number of culturally significant urban landscapes in the state, in particular the townsites of Kwinana and P17306 Medina Townsite.

None of the files researched in the Margaret Feilman papers,<sup>17</sup> or in the State Records Office<sup>18</sup> refer to roadside plantings in the area, nor specifically the creation

<sup>14</sup> *Records, 1957-2003 [manuscript]*, MN 763, Battye Library. The Tree Society was formed in 1958 to promote conservation of the environment, as well as the replanting of trees for landscape restoration, beautifying the landscape and public education on environmental matters; Edmonds, L, *The Vital Link: A History of Main Roads Western Australia 1926-1996*, UWA Press, 1997, pp. 253-254; *Arboriculture; Tree Society – General [info on Tree Society, Brochures, Membership applications, letters of concern re: veldt grass etc.]*, SRO file AU WA 5635- cons1692 1958/0509

<sup>15</sup> Information provided by the nominator, 29/9/2017.

<sup>16</sup> Bosner, P, *Kalamunda: the evolution of a suburban settlement*, 1980, Shire of Kalamunda, pp. 121-124

<sup>17</sup> Margaret Feilman Papers, Battye Library: **9267A/54**, (n.d.) Kalamunda. Ink drawing showing lots and roads, with lot numbers and road names in pencil; **9267A/55.1 – 55.2** (n.d.) Kalamunda. Two Ink drawing showing road names and lot numbers and their dimensions. Some facilities are named and residences on lots are marked in pencil while other sites are marked in blue. Also, shows gradients; **9267A/56** (n.d.) Kalamunda. Ink drawing showing road names and lot numbers and their dimensions. Some residences on lots and proposed? lots are marked in pencil; **9267A/57** (n.d.) Kalamunda. Ink drawing of unnamed roads and lots with some lots marked out in pencil. Also, shows gradients; **7221A/23** (1958 – 1966); Kalamunda Shire Council, also Darling Range Road Board (to 1960) Part 2. Includes issues such as 1958, By-Laws – Blasting, Quarry and Excavations; 1959, Proposed Anglican Church, CWA Building, Gravel Quarry, proposed street names, Maida Vale School site; 1960, Land Exchanges, Industrial Area, Civic Centre. 1961, Library site. 1963, amended Town Planning Scheme. 1966, Business Zone. 1961 – 1964 M. Feilman's Diary Notes; Envelope of loose plans, (n.d.).

<sup>18</sup> *Kalamunda Shire Council – Welshpool Road No 56 A – Lesmurdie Hill Deviation – Proclamation of Route [incl. maps/plans/extracts of Government Gazette, Lands Resumption Schedule]*, SRO file AU WA S635- cons1692 1958/0641; *Welshpool Road Kalamunda Shire Council. Land & Property resumption*, SRO file AU WA 5635- cons1542 1954/0566; *Kalamunda Shire Council – roads to Tourist Spots [incl. plans/maps, graphs]*, SRO file AU WA 5635- cons1692 1960/0799; *Canning & Kalamunda Shire Council, Welshpool Road No. 2012 [incl. maps/plans/sketches/drawing]*, AU WA 5635- cons1692 1959/0870; *Darling Range Road Board District, Crystal Brook Road*, SRO file AU WA S635- cons1692 1960/0517; *Arboriculture; Tree*



of *Avenue of Lemon Scented Gums, Wattle Grove*. Nor was there any mention of an association between the construction of Welshpool Road East and Margret Feliman. It has therefore not been possible to substantiate this connection.

Sometime between 1985 and 1995, Welshpool Road East was duplicated when an eastbound carriageway was constructed to the north of the original road, which then became the westbound carriageway. The lemon scented gums that had formed the northern half of the original avenue were retained in the median strip between the two carriageways.

In November 2016, the City of Kalamunda approved the removal of up to 13 of the *Avenue of Lemon Scented Gums, Wattle Grove* in accordance with safety requirement to create a new slip road and access point from Welshpool Road East as part of the development of a place of worship on an adjacent site. An assessment of the trees by arboriculture company ArborLogic and an assessment by officers of the Shire of Kalamunda did not identify any trees of significance.<sup>19</sup>

### 13.2 PHYSICAL EVIDENCE

*Avenue of Lemon Scented Gums, Wattle Grove* consists of two lines of Lemon Scented Gums (*Corymbia citriodora*) lining the southern (westbound) carriageway of Welshpool Road East for a distance of 330m, with one line of approximately 17 trees along the median strip and another line of trees of 18 trees along the southern road reserve.

The trees are 15m apart and were roughly planted in pairs on either side of the original alignment of Welshpool Road East.

The trees are in good health, and considered to mostly be the same age. Visually, the trees are all approximately the same size with spreading canopies over the southern portion of Welshpool Road East.

Visually, the trees form a substantial avenue for cars travelling west along Welshpool Road East, lining the road for a distance of approximately 330 m.

### 13.3 COMPARATIVE INFORMATION

#### Significant Trees

A search of the State Heritage database for place type "Tree" returns 303 places, of which 4 places are listed on the State Register of Heritage Places (RHP). This search was augmented by including all places with the word "Tree" in their name, which returns 411 places, of which 20 places are listed on RHP. The trees identified in these searches are associated with historic events, historic families or are significant trees within the landscape of historic places. The most comparable to *Avenue of Lemon Scented Gums, Wattle Grove* includes:

- P294 *Old Police Lockup & Boab Tree* (RHP): located in Broome, this tree was planted by local police officer Herbert Thomas to honour the birth of his son.

*Society – General [info on Tree Society, Brochures, Membership applications, letters of concern re: veldt grass etc.], SRO file AU WA 5635- cons1692 1958/0509.*

<sup>19</sup> City of Kalamunda, Development and Infrastructure Committee Meeting 14 November 2016, pp. 36-77

- P344 *Leschenault Homestead* (RHP): located in Bunbury, the historic gardens of this place contain exotic trees that are significant in demonstrating the development of the place.
- P381 *Forrest Homestead* (RHP): located in Bunbury, the nine (now six) historic olive trees of this farm were planted by William Forrest in honour of his nine children, which included explorers and statesmen Alexander and John Forrest.
- P841 *Proclamation Tree and Marmion Memorial* (RHP): located in Fremantle, this Moreton Bay Fig tree was planted in 1890 to commemorate the granting of responsible government to the colony of Western Australia.
- P1227 *Irwin Roads Board Office (fmr)* (RHP): located in Irwin, the two Moreton Bay Fig trees were planted in 1906 and represent an early example of organised town beautification.
- P1947 *Supreme Court Buildings and Gardens, Old Court House, Stirling Gardens* (RHP): located in Perth, the exotic trees of the place were designed by the State Gardens Board and contain a number of rare species.
- P4367 *Moreton Terrace & Point Leander Drive Fig Trees* (RHP): located in Dongara, this group of trees was planted in 1906 and represent an early example of organised town beautification.
- P5012 *Donnybrook Railway Precinct* (RHP): located in Donnybrook, this place includes an English Oak that was planted c.1893 as a visual link drawing together the Station master's House and the Railway Station.
- P9009 *Jarrah Tree, Armadale* (RHP): located in Armadale, this Eucalyptus Tree is a rare environmental remnant from before colonisation within the metropolitan area and through its later association with the Armadale Primary School is highly valued by the local community.
- P18402 *Esperance RSL Building, Norfolk Island Pine Trees and War Memorial* (RHP): located in Esperance, this place includes a row of Norfolk Island Pine Trees, which are an early example of the use of this species for town beautification before the species was popularised after 1898.
- P25111 *Boundary Tree, Locations 4 and 5, Baskerville* (RHP): located in Upper Swan, this Eucalyptus is a rare remnant of the practice by British surveyors marking our land grants using carved trees. The place is associated with Captain James Stirling and Surveyor General John Septimus Roe.

A place identified in the documentary evidence as supplying roadside plantings for developments such as *Avenue of Lemon Scented Gums, Wattle Grove* is P3084 *Hamel Nursery* (RHP). A search of the State Heritage database for places with the word "Nursery" in their name returns 13 places, of which two are listed on the RHP, including P3084 *Hamel Nursery* (RHP). However, all of the other places are not comparable as they represent small, private commercial ventures that were unlikely to supply public projects such as the planting of *Avenue of Lemon Scented Gums, Wattle Grove*.

Another search of the State Heritage database for the use "Park/Reserve" returns 621 places where trees are part of the fabric of the place, and of this group 37 are



listed on the State Register of Heritage Places (RHP). These places include groups of trees associated with environmental development or groups of trees within historically significant areas. The most comparable places to *Avenue of Lemon Scented Gums, Wattle Grove* include:

- P3277 *Araluen Botanic Park* (RHP): located in Roleystone, this recreation bushland reserve includes both natural and exotic groups of trees, and is associated with recreational camping.
- P4151 *Yanchep National Park Precinct* (RHP): located in Yanchep, this area includes natural bushland, caves as well as gardens and built structures, and is a noted historic recreation area.
- P4572 *Queen's Gardens* (RHP): located in East Perth, this public park is a finely designed garden in the Paradise/Oasis style, including both natural and exotic plantings. The place is a significant public recreation area.
- P4634 *Hyde Park* (RHP): located in Highgate, this public park is a highly valued garden in the Arcadian style, including exotic and natural and exotic groups of trees. The place is a significant recreation area and is associated with Aboriginal use of the place before settlement.
- P8561 *John Forrest National Park* (RHP): located in Greenmount, this bushland park includes a number of historic structures and is noted as the first national park created in the state.
- P8705 *Robertson Park and Archaeological Sites* (RHP): located in Vincent, this public park has been designed in the Inter-War City Beautiful style, and contains both natural and exotic trees, as well as a range of historic structures and remnants demonstrating the changing use of the area.

Most of the trees included in the Register are associated with significant buildings and other structures. Where trees are the dominant feature of a place, they are a distinctive, notable or excellent example of their type, or have strong associations with significant historic figures or activities.

Patrick Moran

A search of the State Heritage database for places associated with Patrick Moran returns no results, however it is known that Mr Moran has been commemorated in the City of Kalamunda through the Pat Moran Pavillion, which is used by local sporting clubs. However as a long standing Roads Board official, Mr Moran would have been associated with other places in the local area.

Roadside Tree Planting

There is no data readily available on the extent and current status of roadside tree plantings undertaken by Main Roads since WWII. In view of how widespread this practice was, from a comparative sense, it can be considered as a common occurrence.

#### 13. 4 KEY REFERENCES

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#### 13. 5 FURTHER RESEARCH

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Register of Heritage Places - Below Threshold  
*Avenue of Lemon Scented Gums, Wattle Grove*  
 8 December 2017

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<b>P-DEV 20: Outbuildings and Sea Containers</b>			
<b>Management Procedure</b>		<b>Relevant Delegation</b>	
<b>Adopted</b>	27 February 2018	<b>Next Review Date</b>	

## Purpose

### 1.1 Statutory Requirements

This policy is prepared under and in accordance with Schedule 2 of the Planning Regulations (Local Planning Schemes) 2015 (The Regulations) and Part 7 of the Residential Design Codes (R Codes) State Planning Policy 3.1 (SPP3.1).

#### a) Relationship to Local Planning Scheme No.3

This policy is a local planning policy prepared, and adopted pursuant to Part 2 of Local Planning Scheme No.3. (The Scheme) The policy augments and is to be read in conjunction with the provisions of the Scheme relating to development.

If there is a conflict between this local planning policy and the Scheme, then the Scheme shall prevail.

#### a) Relationship to other state planning/ development control policies.

This policy has due regard to, and should be read in conjunction with state planning policies. Of particular relevance to this policy are:

- i. State Planning Policy 1 – State Planning Framework.
- ii. State Planning Policy 3.1 – Residential Design Codes
- iii. State Planning Policy 3.7 – Planning in Bushfire Prone Areas.
- iv. State Planning Policy – Liveable Neighbourhoods
- v. State Planning Policy 2.2 – Residential Subdivision

Applications that seek to development vary the requirements of Residential Design Codes or the Local Planning Scheme No.3 will require an application to commence development through council's Approval Services department (Planning)



## **1.2 Purpose**

It is recognised that outbuildings are a necessary component to meet the domestic storage needs of residential and rural properties. However, there is a need to ensure that outbuildings are sensitively located, constructed to a high design quality, and appropriately scaled so as to protect the amenity of the locality. The policy also recognises the size of outbuildings in the various zoned land in the City can vary due to the prevailing lot sizes.

The purpose of this policy is to provide guidance on development of outbuildings and sea containers within the following zones:

- Residential;
- Residential Bushland; (R5, R2.5);
- Special Rural;
- Rural Agriculture;
- Rural Composite;
- Rural Landscape Interest; and
- Rural Conservation.

Properties zoned Residential R2.5, R5 and R10 are classified as Residential zones under the LPS No. 3 and State Planning Policy 3.1 – Residential Design Codes (R-Codes). However due to the larger lot sizes within these zones, larger maximum floor area, wall height and roof height criteria compared to properties zoned Residential R12.5 and above can be considered.

Notwithstanding the above, applications for variations to maximum floor space and height in other zones may also be considered subject to Clause 3.8 Variations to the Policy.

## **1.3 Objectives**

The primary objectives of this policy are to:

- a) Ensure the amenity of the locality and streetscape is preserved through orderly planning of any development of outbuildings, detached garages including sheds, rainwater tanks and sea containers within the City of Kalamunda.
- b) To ensure that outbuildings are of an appropriate scale and form in the context of the size of the lot, location of the outbuilding, environmental characteristics of the area, and existing buildings on the site.
- c) Facilitate the intended use of the outbuilding while not creating an adverse impact to the surrounding landowners.
- d) To give due consideration for proposals incorporating outbuildings, detached garages and sea containers where there are legitimate constraints on the subject lot; and
- e) To establish clear guidelines for the placement, streetscape consideration and aesthetics of sea containers.

## Policy Statement

### 2.1 Policy Provisions

Applications for development approval will be assessed against the prescribed setback, floor area, height requirements, design outcomes, and recommended materials set out in Tables 1 and 2 of this policy.

### 2.2 Matters to be Considered

The following matters will be given consideration in the assessment of applications for outbuildings, detached garages and sea containers:

- a) Any relevant matters set out in Clause 67 of the Planning Regulations (Local Planning Schemes) 2015 (the Regulations) and the objectives of the zone;
- b) The impact of the proposed outbuilding(s), and sea containers on the amenity and character of residential and rural areas, as viewed from a street, public space or neighbouring property;
- c) Whether any significant trees or other vegetation should be preserved;
- d) The preservation of areas of useable on-site open space;
- e) Any special limitation on the development of the land by virtue of its size, shape or environmental/geographical feature;
- f) Whether the property is located within a Bushfire Prone Area;
- g) Whether the proposed use of the outbuilding and use class of the lot warrants a size that exceeds the recommended total floor area and height that is prescribed under Table 1;
- h) Whether support for the development application will set an undesirable precedent for similar sized surrounding lots;
- i) Comments received from affected adjacent property owners/occupiers, where advertising is required in accordance with Council's Policy P-Dev. 45 Public Notification of Planning Proposals;
- j) Access to the outbuilding for normal use, including the need for access ways (driveways) and the drainage of the surrounding area and access way;
- k) Services, electricity, effluent disposal, gas and water supply; and
- l) Justification from the applicant in respect to proposed variations to this policy.

## Development requirements

### 3.1 Location of Outbuildings

An outbuilding in the Residential or Residential Bushland zones, will not be permitted within the designated primary or secondary street setback areas.

### 3.2 Setback Requirements

Where the lot is not subject to a specific building envelope, all development shall be subject to the prescribed building setback requirements of the R-Codes for residential zones and the scheme for all other zones.

### **3.3 Operation**

Outbuildings that comply with the criteria specified in Tables 1 and 2 corresponding to the applicable zone are considered to meet the design principles of the R-Codes and/or development requirements and objectives of the scheme and will be, be supported without advertising to neighbours for comment.

### **3.4 Floor Area and Height Requirements**

All outbuildings shall comply with the recommended maximum outbuilding floor area, aggregate floor area, building height and design outcomes stipulated under Table 1 of this policy unless otherwise stipulated in the R Codes (where applicable) or the Scheme.

### **3.5 Access**

Suitable access is to be provided for the operation of the outbuilding. Access ways for vehicles, if required, are to be constructed and drained to a minimum standard as specified in the by the City's Asset Services Department.

*[Note some outbuildings won't have or need vehicle access for normal operation]*

### **3.6 Outbuildings and Sea Containers located in Bushfire Prone Area**

Where an outbuilding or sea container is located on a property located in a Bushfire Prone Area, the provisions of State Planning Policy 3.7 shall apply.

Where an outbuilding or sea container is located within 6 metres of an existing dwelling or habitable building and/or cost of development exceeds \$20,000, the applicant must provide a Bushfire Attack Level Assessment (BAL) and comply with the requirements of that assessment.

Planning Bulletin 111/2016 published by the Western Australian Planning Commission (WAPC) is referenced. Reference is to be made to the latest version of the Planning Bulletin.

### **3.7 Variations to the Policy**

Any variation to development requirements of Tables 1 and 2 will require the applicant to provide additional justification including the following detail:

- a) Demonstrate how the proposal will not adversely affect adjoining property owners. Applicants should provide further information such as written non-objections from neighbours as well as photographs as viewed from neighbouring properties (where applicable)

- b) Demonstrate that the streetscape or the amenity of the locality will not be negatively impacted, having consideration for and reference to Clause 2.2 – 'Matters to be Considered' of this policy.
- c) Demonstrate how potential negative visual impacts can be ameliorated. This may include:
  - Provision of vegetative screening which will be planted and maintained to the satisfaction of the City.
  - Colour and Materials matching the existing buildings or dwellings on-site

Please note that the City may undertake consultation with adjoining affected property owners/occupiers during assessment where it is deemed applicable in accordance with Council's Policy P-Dev. 45, Public notification of planning proposals.

Where applicants are seeking to provide vegetative screening to ameliorate visual impact, the applicant shall provide the appropriate screening species and submit such details with the application to commence development.

Where an application seeks to vary policy provisions and a neighbour objection is received, a proposal may require referral to Council for determination.

**Table 1 - Floor Area, Height and Design Outcomes - Outbuildings**

	<b>Column A - Maximum Floor Area *</b>		<b>Column B - Recommended Maximum Height (Measured from the Natural Ground Level) *</b>		<b>Column C Setback Requirements</b>	<b>Column D- Acceptable Design Outcomes</b>
<b>Zoning</b>	<b>Individual Outbuilding</b>	<b>Maximum Aggregate Floor Area</b>	<b>Wall (metres)</b>	<b>Roof Ridge Height** (Metres)</b>		
Residential ≥R12.5					As per the R-Codes (as amended).	
Residential R10			3.0m	4.2m	<ul style="list-style-type: none"> <li>Minimum 12 metres from Primary Street</li> <li>Minimum 6 metres from Secondary Street.</li> <li>Side and rear Setbacks as per the R Codes Table 2a and 2b</li> </ul>	<ul style="list-style-type: none"> <li>Compliant with R-Codes setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Will not reduce areas of open space below the deemed-to-comply requirements of the R-Codes.</li> <li>Outbuilding(s) located behind the main dwelling alignment and not directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> <li>Does not result in the excessive or unnecessary removal of vegetation. Where tree removal is required, the applicant will be required to plant established trees in replacement at the discretion of the City's Environmental Services Department.</li> <li>The proposed colours and materials are consistent with the criteria set out in in Table 2 of this policy.</li> <li>Will not unduly impact on the amenity of an adjoining property owner/occupier</li> <li>Street setbacks will not be varied unless an established pattern of setback non-compliance can be demonstrated.</li> <li>Where side and/or rear setback variations are sought the applicant shall demonstrate that there will not be a visual impact on adjoining properties, this may be mitigated via vegetative screening.</li> </ul>
Lot Size <1000m <sup>2</sup>	60m <sup>2</sup>	75 m <sup>2</sup>				
Lot Size ≥1000 m <sup>2</sup>	90m <sup>2</sup>	90m <sup>2</sup>				
Residential R5	90m <sup>2</sup>	150 m <sup>2</sup>	3.0m	4.2m	<ul style="list-style-type: none"> <li>Minimum 12 metres from Primary Street</li> <li>Minimum 6 metres from Secondary Street.</li> <li>Side and rear Setbacks as per the R Codes Table 2a and 2b</li> </ul>	<ul style="list-style-type: none"> <li>Compliant with R-Codes setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Will not reduce areas of open space below the deemed-to-comply requirements of the R-Codes.</li> <li>Outbuilding(s) located behind the main dwelling alignment and not directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> </ul>

						<ul style="list-style-type: none"> <li>Does not result in the excessive or unnecessary removal of vegetation. Where tree removal is required, the applicant will be required to plant established trees in replacement at the discretion of the City's Environmental Services Department.</li> <li>The proposed colours and materials are consistent with the criteria set out in in Table 2 of this policy.</li> <li>Will not unduly impact on the amenity of an adjoining property owner/occupier</li> <li>Street setbacks will not be varied unless an established pattern of setback non-compliance can be demonstrated.</li> <li>Where side and/or rear setback variations are sought the applicant shall demonstrate that there will not be a visual impact on adjoining properties, this may be mitigated via vegetative screening.</li> </ul>
Residential Bushland R2.5	120 m <sup>2</sup>	180 m <sup>2</sup>	4.0m	4.8m	<ul style="list-style-type: none"> <li>Minimum 15 metres from Primary Street</li> <li>Minimum 7.5 metres from Secondary Street.</li> <li>Side and rear Setbacks as per the R Codes Table 2a and 2b</li> </ul>	<ul style="list-style-type: none"> <li>Compliant with R-Codes setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Will not reduce areas of open space below the deemed-to-comply requirements of the R-Codes.</li> <li>Outbuilding(s) located behind the main dwelling alignment and not directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> <li>Does not result in the excessive or unnecessary removal of vegetation. Where tree removal is required, the applicant will be required to plant established trees in replacement at the discretion of the City's Environmental Services Department.</li> <li>The proposed colours and materials are consistent with the criteria set out in in Table 2 of this policy.</li> <li>Will not unduly impact on the amenity of an adjoining property owner/occupier</li> <li>Street setbacks will not be varied unless an established pattern of setback non-compliance can be demonstrated.</li> <li>Where side and/or rear setback variations are sought the applicant shall demonstrate that there will not be a visual impact on adjoining properties, this may be mitigated via vegetative screening.</li> </ul>
Special Rural	150m <sup>2</sup>	200m <sup>2</sup>	4.0m	4.8m	<ul style="list-style-type: none"> <li>Minimum 15 metres from the Primary Street.</li> <li>Minimum 15 metres from a secondary street</li> <li>Minimum 10 metres from a</li> </ul>	<ul style="list-style-type: none"> <li>Compliant with LPS No. 3 setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Outbuilding(s) located behind the main dwelling alignment and/or will not be directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> </ul>

					side or rear boundary	<ul style="list-style-type: none"> <li>Does not result in the excessive or unnecessary removal of vegetation.</li> <li>The proposed colours and materials are consistent with the criteria set out in in Table 2 of this policy. Where tree removal is required, the applicant will be required to plant established trees in replacement at the discretion of the City's Environmental Services Department.</li> <li>Will not unduly impact on the amenity of an adjoining property owner/occupier.</li> </ul>
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Rural Conservation	150m <sup>2</sup>	300m <sup>2</sup>	5.0m	5.8m	<ul style="list-style-type: none"> <li>Minimum 25 metres from the primary street boundary.</li> <li>Minimum of a 20 metres from a secondary street boundary.</li> <li>Minimum 20 metres from a side or rear lot boundary.</li> </ul>	

\* Consideration may be given to a variation to the outbuilding area and height provided the applicant can demonstrate to the satisfaction of the City that the use of the outbuilding and use class of the lot (i.e. a non-domestic land use) warrants a size beyond the recommended total floor area and height that is prescribed under this policy.

\*\* Consideration may be given to a proposed roof ridge height above what is prescribed in Table 1 if PVP (Solar) Panels are proposed.

**Table 2 - Materials and Finishes, Outbuildings**

	<b>Preferred</b>	<b>Discretion required</b>	<b>Unacceptable</b>
Materials	<ul style="list-style-type: none"> <li>• Powder Coated Steel/Colorbond.</li> <li>• Straw bale.</li> <li>• Masonry (brick, rendered brick, stone, and rendered or painted concrete).</li> <li>• Timber.</li> <li>• Weatherboard.</li> <li>• Rammed Earth.</li> <li>• Lightweight materials with a rendered or painted finish.</li> </ul>	<ul style="list-style-type: none"> <li>• Reflective – E.g. Zinalume</li> </ul>	<ul style="list-style-type: none"> <li>• Second hand materials.</li> </ul>
Colours	<ul style="list-style-type: none"> <li>• Earth tones and/or complimentary colours to the main building and surrounding vegetation.</li> </ul>	<ul style="list-style-type: none"> <li>• A colour which is similar to the main dwelling but not complimentary to the subject lots locality.</li> </ul>	<ul style="list-style-type: none"> <li>• Uncharacteristic or bright colours.</li> <li>• Contrasting colours to the main dwelling and surrounding landscape.</li> </ul>



## Sea Containers

- 4.1 The placement of a sea container does not require planning approval if the sea container is situated on private property for no longer than 48 hours. Planning approval is to be obtained from the City if it is to remain on the property for a longer period of time.
- 4.2 A maximum of one (1) sea container is permitted if it is used during the construction of an approved building for a maximum period of 6 months. The sea container must be removed within 48 hours of the building's completion.
- 4.3 On Residential zoned lots, a maximum of one (1) sea container is permitted only if being used by removalists and/or those residing on the property where it is to be located, for the purpose of moving domestic items to/from the property.
- 4.4 On Rural and non-residential zoned lots, the placement of no greater than one (1) sea container to be used for non-habitable purposes only and which meets the setback requirements stipulated within Table 2 of the City's LPS No. 3 shall not require planning approval providing the sea container is modified in accordance with Clause 4.6(b) & (c). *(A Building licence may be required depending on the extent of works proposed)*
- 4.5 Where a sea container is placed on a site for the purposes outlined in Clauses 4.1, 4.2, 4.3 and 4.4 of this policy, the sea container shall be located behind the front setback line or building line whichever is greater.
- 4.6 Where a sea container is proposed to be placed permanently on a site, the following modifications will be required:
- a) The exterior façade of the sea container shall be upgraded in accordance with provisions of Clause 4.7 of this policy.
  - b) Permanent ventilation being provided by either openable windows or a roof vent.
  - c) Where visible from the street, public spaces or a neighbouring property the applicant shall provide a vegetated screen between the lot boundary and the proposed location of the sea container. Where required, the number and species of plants will form part of a condition of planning approval.
- 4.7 The placement and use of sea containers, except as provided for by Clause 4.1, 4.2 and 4.3 of this policy will not be permitted unless it can be demonstrated that the location of the sea container is screened from the road and neighbouring property and the exterior appearance of the sea container will be upgraded to be complementary with the surrounding development or landscape and incorporate modifications detailed in Clause 4.6. Upgrading will include:
- Façade of sea container to be externally clad with timber, weatherboard or steel sheeting (Colorbond) or a material approved by the City and shall be of a colour which blends and matches the existing dwelling / buildings or surrounding landscape of the lot.
- 4.8 Notwithstanding, clause 4.4 of this Policy, on Rural zoned lots, the number of sea containers proposed will be assessed on the individual merits of the proposal, having regard to Tables 1 and 2 of this Policy, and matters outlined in Clause 67 of the Regulations.

## Definitions

**"Dwelling Alignment"** – *for the purpose of this policy means the closest point of the dwelling to the primary or secondary street boundary.*

**"Floor Area"** - *For the purpose of this policy means the area of an outbuilding floor including the area of any internal and external walls.*

**"Maximum Aggregate Floor Area"** - *for the purpose of this policy means the gross total floor area of all floors of all outbuildings, including the area of any internal and external walls.*

**"Outbuilding"** – *has the same meaning as the R-Codes (as amended): an enclosed non-habitable structure that is detached from any dwelling.*

**"Primary Street"** – *has the same meaning as the R-Codes (as amended): Unless otherwise designated by the local government, the sole or principal public road that provides access to the major entry (front door), to the dwelling.*

**"Residential Design Codes"** - *means State Planning Policy 3.1 – Residential Design Codes (as amended), published by the Department of Planning on behalf of the Western Australian Planning commission.*

**"Roof Ridge Height"** – *for the purpose of this policy means the highest point of a pitched roof measured above the finished ground level immediately below.*

**"Sea Container"** – *means a metal transportable structure designed for the storage and transport of goods from one location to another by road, rail and sea or modified for temporary and permanent use on land, where the structural integrity remains intact.*

**"Secondary Street"** – *has the same meaning as the R-Codes (as amended): In the case of a site that has access from more than one public road, a road that is not the primary street but which intersects with or adjoins that road.*

**"Setback"** - *has the same meaning as the R-Codes (as amended): The horizontal distance between a wall at any point and an adjacent lot boundary, measured at right angles (90 degrees), to the boundary.*

**"Wall"** - *has the same meaning as the R-Codes (as amended): The vertical external face of a constructed building comprising solid building material and includes enclosures to verandahs and balconies.*

## P-DEV 20: Outbuildings and Sea Containers

### Management Procedure

### Relevant Delegation

### Adopted

27 February 2018

### Next Review Date

## Purpose

### 1.1 Statutory Requirements

This policy is prepared under and in accordance with Schedule 2 of the Planning Regulations (Local Planning Schemes) 2015 (The Regulations) and Part 7 of the Residential Design Codes (R Codes) State Planning Policy 3.1 (SPP3.1).

#### a) Relationship to Local Planning Scheme No.3

This policy is a local planning policy prepared, and adopted pursuant to Part 2 of Local Planning Scheme No.3. (The Scheme) The policy augments and is to be read in conjunction with the provisions of the Scheme relating to development.

If there is a conflict between this local planning policy and the Scheme, then the Scheme shall prevail.

#### a) Relationship to other state planning/ development control policies.

This policy has due regard to, and should be read in conjunction with state planning policies. Of particular relevance to this policy are:

- i. State Planning Policy 1 – State Planning Framework.
- ii. State Planning Policy 3.1 – Residential Design Codes
- iii. State Planning Policy 3.7 – Planning in Bushfire Prone Areas.
- iv. State Planning Policy – Liveable Neighbourhoods
- v. State Planning Policy 2.2 – Residential Subdivision

Applications that seek to development vary the requirements of Residential Design Codes or the Local Planning Scheme No.3 will require an application to commence development through council's Approval Services department (Planning)

## **1.2 Purpose**

It is recognised that outbuildings are a necessary component to meet the domestic storage needs of residential and rural properties. However, there is a need to ensure that outbuildings are sensitively located, constructed to a high design quality, and appropriately scaled so as to protect the amenity of the locality. The policy also recognises the size of outbuildings in the various zoned land in the City can vary due to the prevailing lot sizes.

The purpose of this policy is to provide guidance on development of outbuildings and sea containers within the following zones:

- Residential;
- Residential Bushland; (R5, R2.5);
- Special Rural;
- Rural Agriculture;
- Rural Composite;
- Rural Landscape Interest; and
- Rural Conservation.

Properties zoned Residential R2.5, R5 and R10 are classified as Residential zones under the LPS No. 3 and State Planning Policy 3.1 – Residential Design Codes (R-Codes). However due to the larger lot sizes within these zones, larger maximum floor area, wall height and roof height criteria compared to properties zoned Residential R12.5 and above can be considered.

Notwithstanding the above, applications for variations to maximum floor space and height in other zones may also be considered subject to Clause 3.8 Variations to the Policy.

## **1.3 Objectives**

The primary objectives of this policy are to:

- a) Ensure the amenity of the locality and streetscape is preserved through orderly planning of any development of outbuildings, detached garages including sheds, rainwater tanks and sea containers within the City of Kalamunda.
- b) To ensure that outbuildings are of an appropriate scale and form in the context of the size of the lot, location of the outbuilding, environmental characteristics of the area, and existing buildings on the site.
- c) Facilitate the intended use of the outbuilding while not creating an adverse impact to the surrounding landowners.
- d) To give due consideration for proposals incorporating outbuildings, detached garages and sea containers where there are legitimate constraints on the subject lot; and
- e) To establish clear guidelines for the placement, streetscape consideration and aesthetics of sea containers.

## Policy Statement

### 2.1 Policy Provisions

Applications for development approval will be assessed against the prescribed setback, floor area, height requirements, design outcomes, and recommended materials set out in Tables 1 and 2 of this policy.

### 2.2 Matters to be Considered

The following matters will be given consideration in the assessment of applications for outbuildings, detached garages and sea containers:

- a) Any relevant matters set out in Clause 67 of the Planning Regulations (Local Planning Schemes) 2015 (the Regulations) and the objectives of the zone;
- b) The impact of the proposed outbuilding(s), and sea containers on the amenity and character of residential and rural areas, as viewed from a street, public space or neighbouring property;
- c) Whether any significant trees or other vegetation should be preserved;
- d) The preservation of areas of useable on-site open space;
- e) Any special limitation on the development of the land by virtue of its size, shape or environmental/geographical feature;
- f) Whether the property is located within a Bushfire Prone Area;
- g) Whether the proposed use of the outbuilding and use class of the lot warrants a size that exceeds the recommended total floor area and height that is prescribed under Table 1;
- h) Whether support for the development application will set an undesirable precedent for similar sized surrounding lots;
- i) Comments received from affected adjacent property owners/occupiers, where advertising is required in accordance with Council's Policy P-Dev. 45 Public Notification of Planning Proposals;
- j) Access to the outbuilding for normal use, including the need for access ways (driveways) and the drainage of the surrounding area and access way;
- k) Services, electricity, effluent disposal, gas and water supply; and
- l) Justification from the applicant in respect to proposed variations to this policy.

## Development requirements

### 3.1 Location of Outbuildings

An outbuilding in the Residential or Residential Bushland zones, will not be permitted within the designated primary or secondary street setback areas.

### 3.2 Setback Requirements

Where the lot is not subject to a specific building envelope, all development shall be subject to the prescribed building setback requirements of the R-Codes for residential zones and the scheme for all other zones.

### **3.3 Operation**

Outbuildings that comply with the criteria specified in Tables 1 and 2 corresponding to the applicable zone are considered to meet the design principles of the R-Codes and/or development requirements and objectives of the scheme and will be, be supported without advertising to neighbours for comment.

### **3.4 Floor Area and Height Requirements**

All outbuildings shall comply with the recommended maximum outbuilding floor area, aggregate floor area, building height and design outcomes stipulated under Table 1 of this policy unless otherwise stipulated in the R Codes (where applicable) or the Scheme.

### **3.5 Access**

Suitable access is to be provided for the operation of the outbuilding. Access ways for vehicles, if required, are to be constructed and drained to a minimum standard as specified in the by the City's Asset Services Department.

*[Note some outbuildings won't have or need vehicle access for normal operation]*

### **3.6 Outbuildings and Sea Containers located in Bushfire Prone Area**

Where an outbuilding or sea container is located on a property located in a Bushfire Prone Area, the provisions of State Planning Policy 3.7 shall apply.

Where an outbuilding or sea container is located within 6 metres of an existing dwelling or habitable building and/or cost of development exceeds \$20,000, the applicant must provide a Bushfire Attack Level Assessment (BAL) and comply with the requirements of that assessment.

Planning Bulletin 111/2016 published by the Western Australian Planning Commission (WAPC) is referenced. Reference is to be made to the latest version of the Planning Bulletin.

### **3.7 Variations to the Policy**

Any variation to development requirements of Tables 1 and 2 will require the applicant to provide additional justification including the following detail:

- a) Demonstrate how the proposal will not adversely affect adjoining property owners. Applicants should provide further information such as written non-objections from neighbours as well as photographs as viewed from neighbouring properties (where applicable)

- b) Demonstrate that the streetscape or the amenity of the locality will not be negatively impacted, having consideration for and reference to Clause 2.2 – 'Matters to be Considered' of this policy.
- c) Demonstrate how potential negative visual impacts can be ameliorated. This may include:
  - Provision of vegetative screening which will be planted and maintained to the satisfaction of the City.
  - Colour and Materials matching the existing buildings or dwellings on-site

Please note that the City may undertake consultation with adjoining affected property owners/occupiers during assessment where it is deemed applicable in accordance with Council's Policy P-Dev. 45, Public notification of planning proposals.

Where applicants are seeking to provide vegetative screening to ameliorate visual impact, the applicant shall provide the appropriate screening species and submit such details with the application to commence development.

Where an application seeks to vary policy provisions and a neighbour objection is received, a proposal may require referral to Council for determination.



**Table 1 - Floor Area, Height and Design Outcomes - Outbuildings**

	<b>Column A - Maximum Floor Area *</b>		<b>Column B - Recommended Maximum Height (Measured from the Natural Ground Level) *</b>		<b>Column C Setback Requirements</b>	<b>Column D- Acceptable Design Outcomes</b>
<b>Zoning</b>	<b>Individual Outbuilding</b>	<b>Maximum Aggregate Floor Area</b>	<b>Wall (metres)</b>	<b>Roof Ridge Height** (Metres)</b>		
Residential ≥R12.5					As per the R-Codes (as amended).	
Residential R10			3.0m	4.2m	As per the R-Codes (as amended).	<ul style="list-style-type: none"> <li>Compliant with R-Codes setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Will not reduce areas of open space below the deemed-to-comply requirements of the R-Codes.</li> <li>Outbuilding(s) located behind the main dwelling alignment and not directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> <li>Does not result in the excessive or unnecessary removal of vegetation. Where tree removal is required, the applicant will be required to plant established trees in replacement at the discretion of the City's Environmental Services Department.</li> <li>The proposed colours and materials are consistent with the criteria set out in in Table 2 of this policy.</li> <li>Will not unduly impact on the amenity of an adjoining property owner/occupier</li> <li>Street setbacks will not be varied unless an established pattern of setback non-compliance can be demonstrated.</li> <li>Where side and/or rear setback variations are sought the applicant shall demonstrate that there will not be a visual impact on adjoining properties, this may be mitigated via vegetative screening.</li> </ul>
Lot Size <1000m <sup>2</sup>	60m <sup>2</sup>	75 m <sup>2</sup>				
Lot Size ≥1000 m <sup>2</sup>	90m <sup>2</sup>	90m <sup>2</sup>				
Residential R5	90m <sup>2</sup>	150 m <sup>2</sup>	3.0m	4.2m	As per the R-Codes (as amended).	<ul style="list-style-type: none"> <li>Compliant with R-Codes setback requirements.</li> <li>Meet the construction requirements of AS3959-2009 Construction of buildings. (Where located in a bushfire prone area)</li> <li>Will not reduce areas of open space below the deemed-to-comply requirements of the R-Codes.</li> <li>Outbuilding(s) located behind the main dwelling alignment and not directly visible from a street or public space.</li> <li>Are not located within an area where there is historical evidence of flood waters reaching high levels.</li> </ul>



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**"Residential Design Codes"** - *means State Planning Policy 3.1 – Residential Design Codes (as amended), published by the Department of Planning on behalf of the Western Australian Planning commission.*

**"Roof Ridge Height"** – *for the purpose of this policy means the highest point of a pitched roof measured above the finished ground level immediately below.*

**"Sea Container"** – *means a metal transportable structure designed for the storage and transport of goods from one location to another by road, rail and sea or modified for temporary and permanent use on land, where the structural integrity remains intact.*

**"Secondary Street"** – *has the same meaning as the R-Codes (as amended): In the case of a site that has access from more than one public road, a road that is not the primary street but which intersects with or adjoins that road.*

**"Setback"** - *has the same meaning as the R-Codes (as amended): The horizontal distance between a wall at any point and an adjacent lot boundary, measured at right angles (90 degrees), to the boundary.*

**"Wall"** - *has the same meaning as the R-Codes (as amended): The vertical external face of a constructed building comprising solid building material and includes enclosures to verandahs and balconies.*

<b>Planning Policy P-DEV 60 - Design Advisory Committees</b>			
<b>Management Procedure</b>		<b>Relevant Delegation</b>	
<b>Adopted</b>	OCM 24 July 2017	<b>Next Review Date</b>	October 2020

## Purpose

### 1. Background and Introduction

Development Advisory Committees (DAC) have been seen to function as providing effective independent critiques of development design. The review process is also held with considerable regard to decision making forums such as the State Administrative Tribunal (SAT) and the State Government's Development Assessment Panels (DAP).

The City of Kalamunda is increasingly required to consider complex and significant planning proposals with multiple major design considerations. DAC's will allow additional independent review of the design aspects of planning proposals, and will add value to the successful delivery of developments within the City boundaries.

The City's Local Planning Scheme No.3 (the Scheme) provides for the statutory basis for establishing Design Advisory Committees (DAC) and provides the City with the ability to refer planning proposals to the DAC for independent assessment and recommendation on design aspects of the proposal. This policy is intended to provide guidance relating to the implementation of DAC's in the City of Kalamunda.

### 2. Application of Policy

This Policy applies throughout the City of Kalamunda to all planning proposals which are deemed to be 'Significant Proposals' as defined in Clause 6 of this Policy (Matters Required to be Referred to the Design Advisory Committee).

### 3. Statutory Authority / Legal Status

This Policy has been prepared under, and in accordance with, Schedule 2 of the Planning and Development (Local Planning Scheme) Regulations 2015 (the Regulations).

#### (a) Relationship to Local Planning Scheme No.3

This Policy is a planning policy prepared, advertised and adopted pursuant to Part 2 of the Scheme. The Policy augments, and is to be read in conjunction with, the provisions of the Scheme relating to development.

If there is a conflict between this Policy and the Scheme, then the Scheme shall prevail.



(b) Relationship to other state planning/development control policies.

This policy has due regard to, and should be read in conjunction with, State Planning Policies. Of particular relevance to this policy are:

- i. State Planning Policy 1 – State Planning Framework.
- ii. State Planning Policy 3.1 – Residential Design Codes.
- iii. State Planning Policy 3.7 – Planning in Bushfire Prone Areas
- iv. State Planning Policy 4.2 – Activity Centres for Perth and Peel
- v. State Planning Policy 5.1 – Land Use Planning in the Vicinity of Perth Airport
- vi. Draft State Planning Policy 7 – Design of the Built Environment
- vii. State Planning Policy - Liveable Neighbourhoods
- viii. State Planning Policy 2.2 – Residential Subdivision

#### **4. Policy Objectives**

The primary objectives of this Policy are:

- a) To outline the types of development proposals that will be referred to the DAC;
- b) To detail the terms of reference of the DAC;
- c) To outline the roles and responsibilities of the members of the DAC and the City;
- d) To detail the information required to be provided to enable the DAC to consider a planning proposal; and
- e) To detail the procedure for holding DAC meetings, and the preparation and distribution of agendas and minutes.

### **Policy Statement**

#### **5. Terms of Reference**

##### **5.1 Role of the DAC**

The role of the DAC is to provide formal technical and professional advice and recommendations to the City and Councillors on significant planning proposals. The DAC is advisory in nature only and will not make determinations on development applications or any other proposals.

The DAC shall only deal with matters that have been referred to them by the Director of Development Services or authorised officer, or through a resolution of the Council.

Individual members of the DAC shall not provide advice directly to an applicant, owner, or Council member in respect to any item under consideration at a DAC meeting. Other than the authorised City officer, the DAC Chair is the only person who should speak on behalf of the DAC should clarification regarding previous DAC recommendations or advice be sought.

##### **5.2 Matters to be Considered**

The DAC shall take into account matters including, but not limited to:

- i. The provisions of the United Kingdom's Centre for Architecture and the Built Environment's (CABE) principles of good design;
- ii. The Draft WA Design Guidelines or any future WAPC derivatives of that document;
- iii. The relevant statutory planning and policy framework relating to the planning proposal;
- iv. The architectural quality of the design, including its relationship with adjoining or nearby developments;
- v. The impact of, and relationship with, a proposal on the streetscape on surrounding properties;
- vi. The impact of the proposal on the character of the area, including consideration of significant cultural and natural features and landmarks;
- vii. The extent to which the proposal addresses environmental sustainability principles;
- viii. The extent to which the proposal addresses crime prevention principles; and
- ix. Any heritage considerations.

### 5.3 City Support

The City's Director of Development Services or another delegated officer shall be responsible for:

- i. Arranging for administrative support of the DAC, including the preparation and distribution of the agenda, notice of meeting and business papers, recording of the minutes, arranging the meeting venue and coordination of presentations;
- ii. Contacting an alternative DAC member if a DAC member is unavailable for the scheduled meeting; and
- iii. Arranging the tabling of the DAC minutes at a following Council meeting.

### 5.4 Membership and Qualification

The DAC Panel will be established comprising up to five (5) community representatives and/or technical experts who, in the opinion of the City, have the relevant knowledge, experience, or expertise to give fair, reasoned, and non-biased advice on the matters referred to the DAC.

Members of the DAC should have appropriate contemporary experience and qualifications in one or more of the following areas:

- i. Architecture
- ii. Urban Design
- iii. Heritage
- iv. Heritage Issues and Urban Conservation
- v. Energy Efficient Building Design and Sustainable Development

Preference will be given to candidates that demonstrate the required experience and qualifications that also have local knowledge. Current registration with their relevant professional body is highly desirable.

**Elected members or employees of the City of Kalamunda cannot be appointed to sit as members of the DAC.**

5.5 Appointment and Resignation/Termination of Members

(a) Expressions of Interest

The Chief Executive Officer (CEO) shall call for public nominations to the DAC. The CEO shall at the first opportunity elect the five members comprising a Chairperson, Deputy Chair, and three (3) members of the panel, plus two (2) alternate members, from amongst those nominees determined to be most suitable.

Expressions of Interest for DAC members should include a brief professional profile addressing the following selection criteria:

- i. Appropriate qualifications and demonstrated expertise in architectural design, landscape architecture or urban design, or other professional area if required;
- ii. Ability to work in a multi-disciplinary team;
- iii. Demonstrated expertise in design review, design critique or the provision of strategic advice on design quality issues;
- iv. Knowledge or understanding of the State's Planning Framework, relevant City policies and development controls and design issues in the local area;
- v. Skills and experience in analysis and application of local planning strategies and policies;
- vi. Ability to analyse, evaluate and offer objective and constructive feedback on complex design quality issues in design review, for evaluation of complex development applications and on strategic planning matters; and
- vii. Good written and verbal communication to ensure that advice provided to proponents is clear and concise.

The term of office for any member of the DAC shall be for a period of five (5) years. Members can apply for reappointment at the end of this period.

(b) Resignation

A DAC member who resigns at any time during their term of appointment is required to give their notice in writing to the CEO.

(c) Termination

Should a member fail to attend three (3) consecutive meetings of the DAC without being granted a Leave of Absence by the DAC his/her appointment shall be automatically terminated. The CEO will notify any member, in writing, when their membership of the DAC is terminated. Members taking leave of absence for a



period are requested to notify the CEO and any notified leave of absence will be recorded in the minutes of a DAC meeting held during that period

In addition to the above, the CEO may terminate the appointment of any member prior to the expiry of his/her term, if

- i. The CEO, on advice from the elected Chair and/or the Director of Development Services, considers that the member is not making a positive contribution to the DAC; or
- ii. The member is found to be in breach of the City of Kalamunda's Code of Conduct or in serious contravention of the *Local Government Act 1995*; or
- iii. A member's conduct, actions, or comments brings the City of Kalamunda into disrepute

#### (d) Vacancies

Where a vacancy occurs details of eligible persons from the previous expressions of interest to serve as a member of the DAC shall be presented to the CEO for selection and approval. Should this process fail to determine a new member then the vacancy will be publicly advertised calling for expressions of interest. The term of appointment for any new member of the DAC shall be for the remaining period of the member vacating the DAC position

### 5.6 Role of the Chair

The role of the DAC Chair is to:

- i. To assist in the preparation of, and endorse, the DAC agenda;
- ii. Liaise with the Director of Development Services, or authorised officer, regarding the operation of the DAC;
- iii. Chair the DAC and facilitate discussion and the formation of a consensus view of the matters required to be considered by the committee;
- iv. Review and endorse the agreed minutes; and,
- v. Attend and present at Council meetings, Joint Development Assessment Panel meetings and/or SAT as requested by the Director of Development Services, or authorised officer

## 5.7 Code of Conduct

Each member of the DAC is required to observe the City of Kalamunda's Code of Conduct. All members are expected to act in a responsible and professional manner with the information that they obtain through their role as a member of the DAC.

All members are encouraged to express their opinions and views without fear of reproach. It is therefore important that all members respect each other (often despite differences) and work together to create an open and trusting atmosphere.

Members are expected to accept collective responsibility for, and remain loyal to, the decisions of the DAC. This is to be upheld at all times, even when the member may not have agreed with the final decision reached by the DAC.

## 5.8 Confidentiality and Privacy

Members of the DAC may have contact with confidential or personal information retained by Council or presented to them in a DAC meeting. If so, members are required to maintain the security of any confidential or personal information and will not be permitted to access, use, divulge, or remove any information, unless that member is specifically authorised to do so by written instruction from the Council, the CEO, or the Director of Development Services.

## 5.9 Operational Funding and Remuneration

The City's operational budget allocates funds for engaging members of the DAC. Members of the DAC will be remunerated on the basis of an hourly sitting fee for attendance at the scheduled meetings, up to a maximum of three (3) hours, or for a longer period as resolved by the DAC and agreed by the Director of Development Services. In addition, the member can claim up to one (1) hour outside of the meeting for review of any item scheduled to be presented to the DAC. The sitting fee shall be determined by the Council and is to be reviewed in conjunction with the annual review of the City's Schedule of Fees and Charges.

If the Chair of the DAC is required to appear on the City's behalf as an expert witness at the State Administrative Tribunal, or assist in the presentation of the City's recommendation to a Development Assessment Panel the member is to be paid at the rate adopted in the City's Schedule of Fees and Charges.

The Chair of the DAC shall be paid an additional hour (at the hourly rate) to compensate for their additional responsibilities that includes writing the recommendation of the DAC, and the review and endorsement of the draft DAC minutes.

## **6. Matters to be Referred to the Design Advisory Committee**

### **6.1 Development Proposals**

#### **6.1.1 Pre Lodgement of Application to Commence Development**

The City encourages prospective applicants seeking development approval to liaise with the City during the formulation of a proposal and prior to the formal lodgement of the development application.

If a proposal is deemed a "significant proposal" (see 6.2 below) the City will advise the proponent that the matter will be referred to a meeting of the DAC for their review and advice prior to formal lodgement of an application. This will provide the proponent an opportunity to adjust the proposal prior to lodgement should that be considered appropriate

#### **6.1.2 Post Lodgement of Applications to Commence Development**

A development application which is considered to be a "significant proposal" (see 6.2 below) will be referred to the DAC for their review and advice.

### **6.2 Significant Proposal**

Any development that meets one or more of the following criteria is deemed a 'Significant Proposal' and is required to be referred to the DAC for review:

- i. Multiple dwelling, commercial, or mixed use development that has an estimated development value of \$2 million or greater;
- ii. Development which is ten (10) metres high or greater;
- iii. Development that comprises more than ten (10) dwellings;
- iv. Commercial development directly abutting land that is zoned residential;
- v. Developments that in the opinion of the City will have a significant impact upon the significance of a Heritage Place;
- vi. Development, not of the kind referred to in the above points, but which, in the opinion of the Director of Development Services or other authorised officer, is:
  - a. Of a complex or contentious nature;
  - b. Likely to be of a significant interest to the community;
  - c. Involves unusual or unconventional design elements; or
  - d. Is likely to benefit from referral to the DAC; and
  - e. Is located on a prominent or significant site where it is likely to impact on the amenity of the locality and/or streetscape.

The Director of Development Services or the Manager Approval Services may refer an application to the DAC, regardless of whether the application is to be determined by the Council, the JDAP, or by the City under delegated authority.

### 6.3 Other Planning Matters for Referral

The Director of Development Services, or authorised officer, may refer other planning matters to the DAC where it is considered that the City will benefit from their input, as follows:

- i. Proposed planning or design studies including planning strategies, policies, precinct plans, design guidelines, or amendments to the City's Local Planning Scheme; or
- ii. Any other matter relating to, but not limited to, the design of buildings or places or any issues relating to environmentally suitable design.

### 6.4 Timing

The DAC will be convened in a timely manner to expedite the consideration of the proposal, depending on the availability of the members and the completeness of the material to be considered (see 7.0 below). Some matters may need to be referred to the DAC on more than one occasion.

The convening of a DAC will generally require a minimum lead period of 10 days.

Referral of lodged Development Applications to the DAC is likely to extend the overall assessment period of the proposal.

## 7. Information Required to be Provided by the Applicant

In accordance with Clause 63 of the Planning and Development (Local Planning Scheme) Regulations 2015, should it be determined that an application for development is required to be tabled at a DAC meeting, the applicant will be advised that it is preferable the application be considered by the DAC before acceptance by the City for formal assessment.

While it is highly desirable that proposals are referred to the DAC prior to formal lodgement they will be afforded the same degree of consideration whether pre or post formal lodgement with the City.

### 7.1 DAC Pre Lodgement of Application to Commence Development

If a pre-lodgement referral is accepted by the applicant prior to a formal lodgement of a development application, then unless otherwise waived by the City, the applicant is required to submit the following information for assessment review by the DAC as prescribed under the Scheme, Policy Regulations, and/or Residential Design Codes.



This includes, but is not limited to:

- i. A general statement addressing the urban design context of the proposal in relation to the location, the street, and the site;
- ii. Preliminary sketch plans and elevation drawings that are legible and to scale, and include appropriate details including, but not limited to, dimensions, a north point, and site and finished floor levels, or floor levels relative to the street, the ground level of the site, and the surrounding built form;
- iii. A schedule of proposed materials and colours to be used;
- iv. Supporting documentation, such as 3D images or perspective drawings and reports/certifications addressing discretionary matters (if available);
- v. Statements addressing how the development achieves the relevant design principles listed in Clause 9 of this policy (Format for DAC Review Advice); and
- vi. A statement on how the DAC's previous comments have been addressed (for applications undergoing further review).

## 7.2 DAC Post Lodgement of Application to Commence Development

An application to Commence Development of a deemed "significant proposal" will be referred to the DAC for consideration and advice in the event that the pre-lodgement process has not been undertaken. The applicant is required to submit the following information for an assessment review by the DAC as prescribed under the Scheme, Policy Regulations, and/or Residential Design Codes:

- i. A general statement addressing the urban design context of the proposal in relation to the location, the street, and the site;
- ii. Detailed plans and elevation drawings that are legible and to scale, and include appropriate details including, but not limited to, dimensions, a north point, and site and finished floor levels, or floor levels relative to the street, the ground level of the site, and the surrounding built form;
- iii. A schedule of proposed materials and colours to be used;
- iv. Supporting documentation, such as 3D images or perspective drawings and reports/certifications addressing discretionary matters (if available);
- v. Statements addressing how the development achieves the relevant design principles listed in Part 9 of this policy (Format for DAC Review Advice);
- vi. A statement on how the DAC's previous comments have been addressed (for applications undergoing further review); and
- vii. Payment of the requisite fees and charges related to the application.

## 8. Presentation to the Design Advisory Committee

In a maximum ten (10) minute presentation (unless an alternative is agreed upon by the DAC Chair) the applicant is to present plans and relevant information for the proposal, including:

- i. The aspirations of the project, as well as a contextual understanding of the site and how the project sits within, and relates to, its surroundings; and

- ii. How the development addresses the design principles as outlined in Clause 9 a). of this policy (Format for DAC Design Review Advice) and the relevant development requirements, including any variations to the 'deemed-to-comply' provisions and how they impact on, or contribute to, the desired design outcome.

## 9. Format for DAC Design Review Advice

The summary of a design review and the recommendations of the DAC are to be provided to the applicant in written format within fourteen (14) working days of the date of the DAC meeting. These reviews are to have regard to the following:

### a) Design Principles;

- i. Character – a place with its own identity.
- ii. Continuity and enclosure – where public and private spaces are clearly distinguished,
- iii. Quality of public realm – a place with attractive and well-used outdoor areas,
- iv. Ease of movement – a place that is easy to get to and move through,
- v. Legibility – a place that is easy to navigate,
- vi. Adaptability – a place that can change easily,
- vii. Diversity – a place with variety and choice,
- viii. Response to site and context,
- ix. Overall design quality and functionality,
- x. Appropriateness of materials and finishes,
- xi. Resource efficiency,
- xii. Public art (where applicable),
- xiii. Advice in relation to a Structure Plan or local planning policy, if applicable, and,
- xiv. General comments.

### b) Design Assessments

- i. Design strengths , and
- ii. How can the proposal be improved.

### c) Recommendation to Approval Services and/or applicant (one, or a combination of the below);

- i. The design is supported,
- ii. The design is supported and is of sufficiently high quality to satisfy the relevant scheme provisions in relation to discretionary matters such as density, plot ratio bonuses, or building height,
- iii. The design can likely be supported subject to the following matters being addressed, and the DAC will further review the proposal at a subsequent DAC meeting prior to it making its final recommendation,
- iv. The design will be supported subject to the following changes, iv. The design is not supported for the following reasons, or,
- v. The design is at a concept stage only, the plans have not progressed to a stage where a recommendation can be provided.

## 10.Meeting Procedure and Process

## 10.1 Schedule of Meetings

The DAC is proposed to meet on an as needed basis, with a maximum of one meeting per month, unless a "special" meeting is called by the Director of Development Services. An agenda for DAC meetings shall be prepared in accordance with the format in Appendix 3. Special meetings may be convened at any other time to deal with specific proposals or issues.

The location, date, and time of the meeting shall be advised to the members of the DAC at least ten (10) working days prior to the meeting. The agenda will be provided to the DAC members at least five (5) working days prior to the meeting.

The duration of the meeting shall be a maximum of three (3) hours unless the DAC resolves to extend the meeting to a particular time for the completion of business, and that extended time is agreed by the Director of Development Services.

## 10.2 Attendance and Quorum

From the five (5) appointed members, the DAC will comprise the Chair, Deputy Chair, and three other members. Where a member is unable to attend the meeting (subject to sufficient notice being given) the City's Director of Development Services or other authorised officer, in liaison with the Chair, will invite the alternate member.

The quorum for each meeting will be no less than three (3) DAC members. The Director of Development Services or other authorised officer is also required to be in attendance. If a quorum is not present within 30 minutes of the notified commencement time of the meeting then the meeting shall lapse.

The determination of a proposal shall be the sole responsibility of the DAC members, with the Director of Development Services, or authorised officer, acting in an advisory role only. This advisory role includes briefing the committee members on each matter on the agenda and identifying any particular aspects upon which advice and/or recommendations are required.

The DAC Chair may request that external advice or expert knowledge be provided to the DAC, where it is deemed that such knowledge is not available from within the DAC members, or due to the nature, or type, of development. The City shall give all assistance to the DAC Chair and, where appropriate, approve such requests.

The owner of the land and/or the applicant shall attend the meeting and make a presentation on the proposal to the DAC. Following the presentation and any questions from the Committee members the Chair may request the presenters vacate the meeting prior the members further deliberating on the matter.

The matters under consideration by the DAC are generally confidential in nature and therefore **DAC meetings will not be open to the public.**

### 10.3 DAC Comments and Advice

The DAC is to provide comments and advice to the City's Planning Officers to assist in providing pre and post lodgement advice to applicants, formulating recommendations to the Council or a Joint Development Assessment Panel on particular applications for development approval, or in determining applications under delegated authority. The DAC will also provide comments and advice on other planning related proposals presented to it.

The recommendations of the DAC are not binding on the City, however, they will be given due regard and used to assist the City in making better and more informed decisions.

The DAC is expected to provide comments and advice on a 'without prejudice' basis.

### 10.4 Agenda and Minutes

The Director of Development Services, or other authorised officer, in consultation with the DAC Chair, shall be responsible for the preparation of the meeting agenda, in accordance with the format in Appendix 3, and the accuracy of the minutes.

At least five (5) working days prior to the date of the meeting the City will email a copy of the meeting agenda, development plans or planning proposal under consideration, and other supporting documents to the DAC members.

An employee of the City shall be present at the meeting to record the minutes. These minutes will record a consensus agreement on actions and any points of agreement/disagreement, as well as any additional relevant comments and recommendations. They will not reflect the discussions verbatim but present a summary of issues or matters discussed during debate prior to consensus agreement being reached.

At the culmination of the meeting the Chair will read out the agreed actions, recommendations, and any other points of agreement to the meeting to ensure that they accurately reflect the consensus view. Within ten (10) working days of the date of the DAC meeting the minutes are to be compiled by a member of the City's Administration and presented in the form of:

- i. Explanatory comments on each proposal conveying the DAC's general views regarding the proposal;
- ii. Formal recommendation to the City, where appropriate, reflecting the views of the majority of the members present at the meeting; and



- iii. Any additional informal comments conveying the views of individual members, which may be included at the request of any member, subject to the approval of the Director of Development Services or other authorised officer.

The minutes will be checked and endorsed by the Chair and then distributed to all members who attended the meeting. The minutes will also be provided to the applicant.

All minutes of the DAC will be tabled at a Council meeting. If the matter is to be determined by the Council then the minutes will be included as an attachment to the officer's report, and referenced in the report. Where a Development Application is to be determined by a Joint Development Assessment Panel the relevant DAC minutes will be included as an attachment to the Responsible Authority Report (RAR) and referenced in the RAR. In addition to this, an original copy of the endorsed minutes will to be kept for record purposes within the City.

#### 10.5 Conflict of Interest

All members of the DAC need to be aware that any conflict of interest, needs to be recognised. Members of the Design Advisory Committee are to be regarded as a "Committee Member" for the purposes of the definitions in the City of Kalamunda Elected Members Code of Conduct and therefore required to comply with the Code. On receipt of the agenda, if a member has an interest in the matter, then that member is required to declare the interest and the alternative member of the DAC is to be invited by the City. This will be noted in the minutes. Should the member declare an interest during the meeting, the declaration and the vacancy during discussion will be noted in the minutes. If a member is unsure as to whether they have an interest in the matter they are advised to raise the issue with the Director of Development Services, or other authorised officer.

Any member of the DAC who has a financial and/or proximity interest in a matter shall exclude themselves from the room and not participate in that part of the meeting. They may return upon conclusion of that section of the meeting.

### 11. Media Protocol

Members of the DAC are not to speak to the media in their capacity as a DAC member.

## Definitions

**"Financial Interest"** has the same meaning as given by Section 5.60A of the Local Government Act 1995.

**"Proximity Interest"** has the same meaning as given by Section 5.60B of the Local Government Act 1995.

**"Pecuniary Interest"** means an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

## Appendix 1 – The CABE 10 Principles of Design Review

For design review to succeed it should be carried out professionally and offer consistently high standards in the quality of its advice. In order to achieve this the following principles shall be maintained:

### **Independent**

Review is to be conducted by people who are unconnected with the proposals promoters and decision makers. Conflicts of interest are to be stated and avoided at all times.

### **Expert**

Review shall be carried out by suitably trained individuals who have a wide range of skills/accreditations and who have the ability to review and provide constructive advice. It is considered that review is most respected when carried out by professional peers.

### **Multidisciplinary**

The review panel shall be comprised of people from various disciplines, and as such will be able to provide a complete, rounded assessment and provide comprehensive advice to applicants.

### **Accountable**

The committee and the advice provided by the committee must be seen to be working for the benefit of the public.

### **Transparent**

The committee's responsibility, membership, processes and funding shall be known in the public domain.

### **Proportionate**

The committee shall be utilised on projects whose significance warrants the need to provide the committee. This significance shall be measured on both a local, state, and national level.

### **Timely**

The committee shall review a proposal as early as possible in the design process in order to potentially reduce the chances of wasted time. In addition to this it is considered that costs to make changes will be less at an earlier stage of design.

### **Advisory**

The DAC does not make decisions, but does offer impartial advice to those who do.

**Objective**

The committee shall review proposals according to reasoned and objective criteria and relevant policy/legislation, rather than in line with the stylistic tastes of the individual committee members.

**Accessible**

Findings and advice as provided by the committee are clearly expressed in terms that all parties can understand and make use of.

**Appendix 2 – Principles of Design**

When providing advice to relevant parties, it is expected that the DAC shall give due regard to the following principles in order to assist in determining the design quality of the proposal:

**1. Character – The Identity of a Place**

Successful places shall be distinctive and memorable, with a character that people can appreciate easily. This includes landscaping, building context and sense of local identity. When new development creates identity that is indistinguishable from other areas there is a risk that the identity of an area can be weakened.

**Objectives:**

- i. New development should respond to the layout of existing development, street layouts, and open spaces and integrate with these aspects in a positive way.
- ii. Building materials and details should create or enhance a local distinctiveness and contribute to the feeling of a 'sense of place'.

**2. Continuity and Enclosure – Definition of Public and Private Spaces**

Development should define open spaces. Activities that take place inside buildings can bring activity to public spaces. Location of development can also secure private open spaces and provide passive or active surveillance.

**Objectives:**

- i. Public streets should be activated as a result of pedestrian movement to activities.
- ii. There should be few 'gaps' in the streetscape to encourage pedestrian movement in public thoroughfares.



- iii. Development should clearly denote the separation between public and private land and enhance both active and passive surveillance.

### 3. Quality of the Public Realm – Open Spaces

Provision should be made for public spaces that are attractive, comfortable, and useable.

Outdoor spaces can include parks, nature reserves, paved areas and squares and courtyards. Streets are also considered to be a part of the public realm and should be designed to allow individuals to move safely through an area, or meet and socialise.

#### Objectives:

- i. Public spaces and routes should be well designed, attractive, safe, and uncluttered.
- ii. Places should be accessible to all people.
- iii. Public spaces should integrate with the buildings surrounding it.
- iv. The public realm should provide a setting for important displays or public art. Such art will assist in the provision of 'sense of place'.

### 4. Ease of Movement – Transportation Methods

Movement through an area is to be easy for everyone, irrespective of the type of transportation method used. Pedestrians should be able to move safely and conveniently between places, encouraging reduction in car use.

#### Objectives:

- i. Places should be connected.
- ii. Pedestrian movement should be prioritised and encouraged.
- iii. A choice of transport routes should be provided.

### 5. Legibility – Navigation of an Area

Developments should be easy to navigate. Layouts of structures and provisions of landmarks shall be utilised to make a location more memorable and easy to remember.

### Objectives:

- i. Locations should have recognisable routes to assist individuals in making their way through an area.
- ii. Landmarks should be visible at street level and distinctive.

## 6. Adaptability – Changing Places

Consideration should be given to allow places to change over time. This enables locations to respond to emerging social, environmental and economic needs.

### Objectives:

- i. Development should demonstrate the capacity to adapt to various changing conditions and events, rather than to be replaced.

## 7. Diversity – Variety and Choice

Developments should allow for the provision of a range of uses and activities in the area. Opportunities for various choices in housing, employment, open space, and other services is to be encouraged.

### Objectives:

- i. Development should note the surrounding area context to create a diverse range of uses that respond to the various requirements of the community.
- ii. Options should be made available to enable activation of spaces at all times of the day and week (24 hour activation).
- iii. Locations should offer a choice of housing, shopping, employment, and entertainment.

## Appendix 3 – Agenda Format

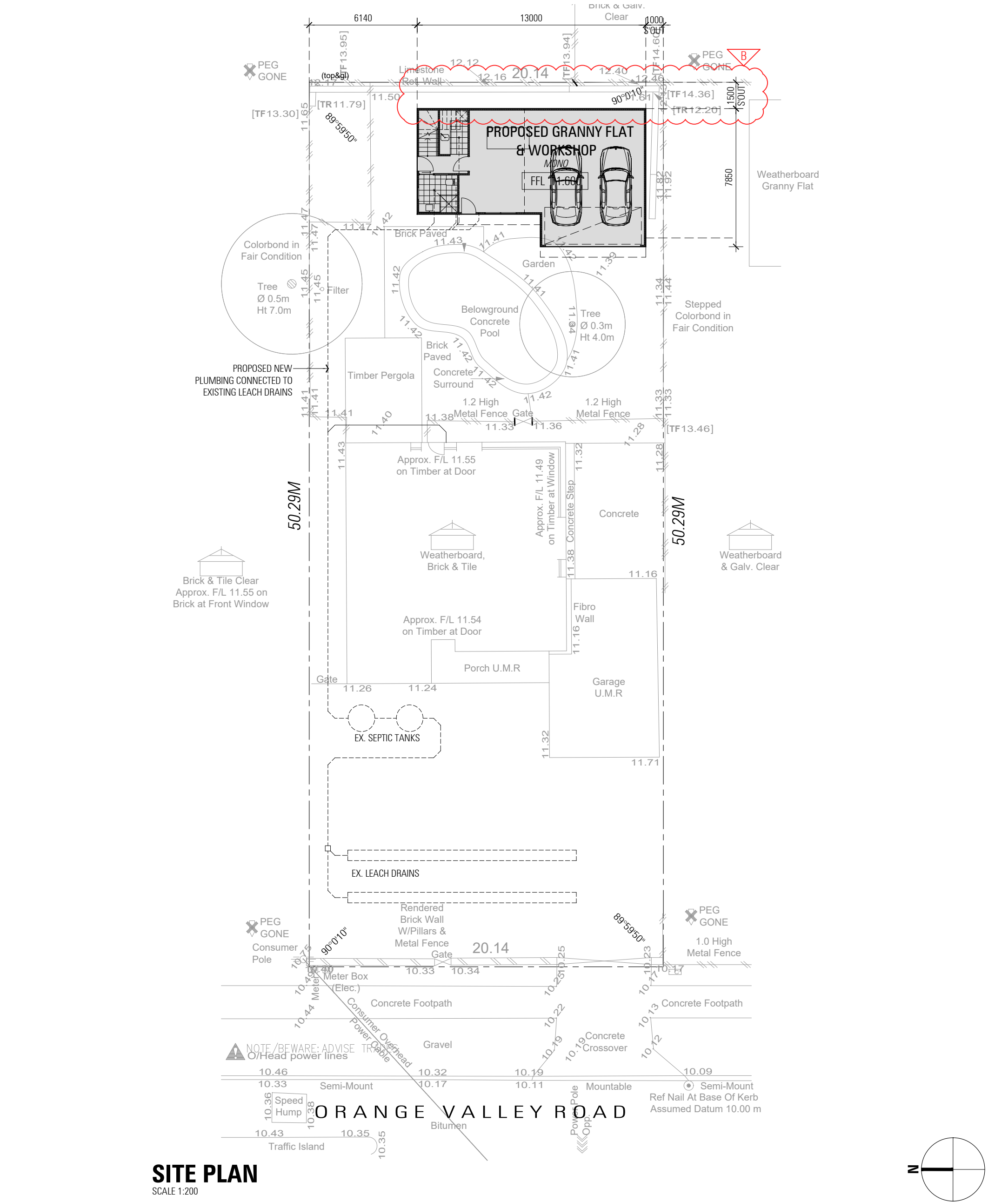
### KALAMUNDA DESIGN ADVISORY COMMITTEE

Meeting Date and Time:

Meeting Venue:

1. Opening of Meeting
2. Attendance:
  - DAC Members
  - Officers:
  - Applicant/Landowner:
3. Apologies
4. Members on Leave of Absence
5. Disclosure of Interests
  - a. Members must disclose the nature of their interest in matters to be considered at the meeting in accordance with the City of Kalamunda Code of Conduct
6. Items for Consideration
  - a. Officer's Report and Presentation
  - b. Proponent's Presentation
7. DAC Design Review Advice
  - a. Comments
  - b. Assessment
  - c. Recommendation
8. Other Business
9. Date of Next Meeting
10. Closure

<div>GENERAL NOTES</div> <div>1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.</div> <div>2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.</div>	<div>LEGEND</div>	Attachment 10.1.4.1		
		C	19.09.18	REVISED REAR SETBACK
		B	16.08.18	REVISED PLANNING APPROVAL ISSUE
		A	10.04.18	ISSUED FOR PLANNING APPROVAL
		REV	DATE	DESCRIPTION

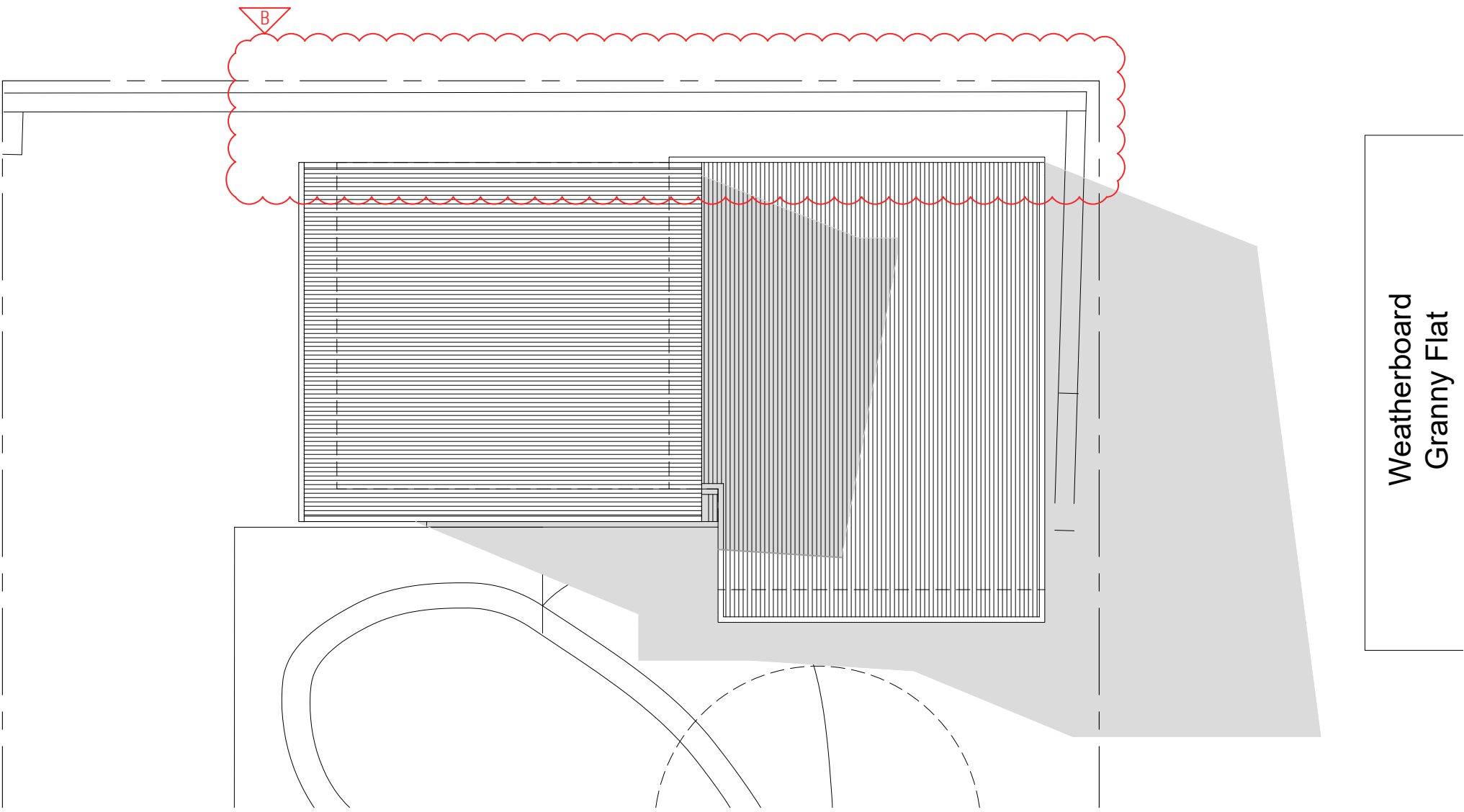


**SITE PLAN**  
SCALE 1:200

PROJECT TITLE / CLIENT PROPOSED WORKSHOP & GRANNY FLAT LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA	 <b>O'Meara Drafting</b> PH: 0424 583 328	PLANNING APPROVAL		DRAWING NUMBER <b>P039 A1.01</b>
DRAWING TITLE <b>SITE PLAN</b> City of Kalamunda		DRAWN SO	DATE 19.09.18	REVISION <b>C</b>
			SCALE 1:200	



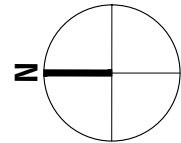
<div>GENERAL NOTES</div> <div>Ordinary Council Meeting - 23 October 2018 Attachments</div> <div><div>1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.</div><div>2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.</div></div>	<div>LEGEND</div>	Attachment 10.1.4.1		
		B	19.09.18	REVISED REAR SETBACK
		A	16.08.18	ISSUED FOR PLANNING APPROVAL
REV		DATE	DESCRIPTION	



12pm on 21st of June

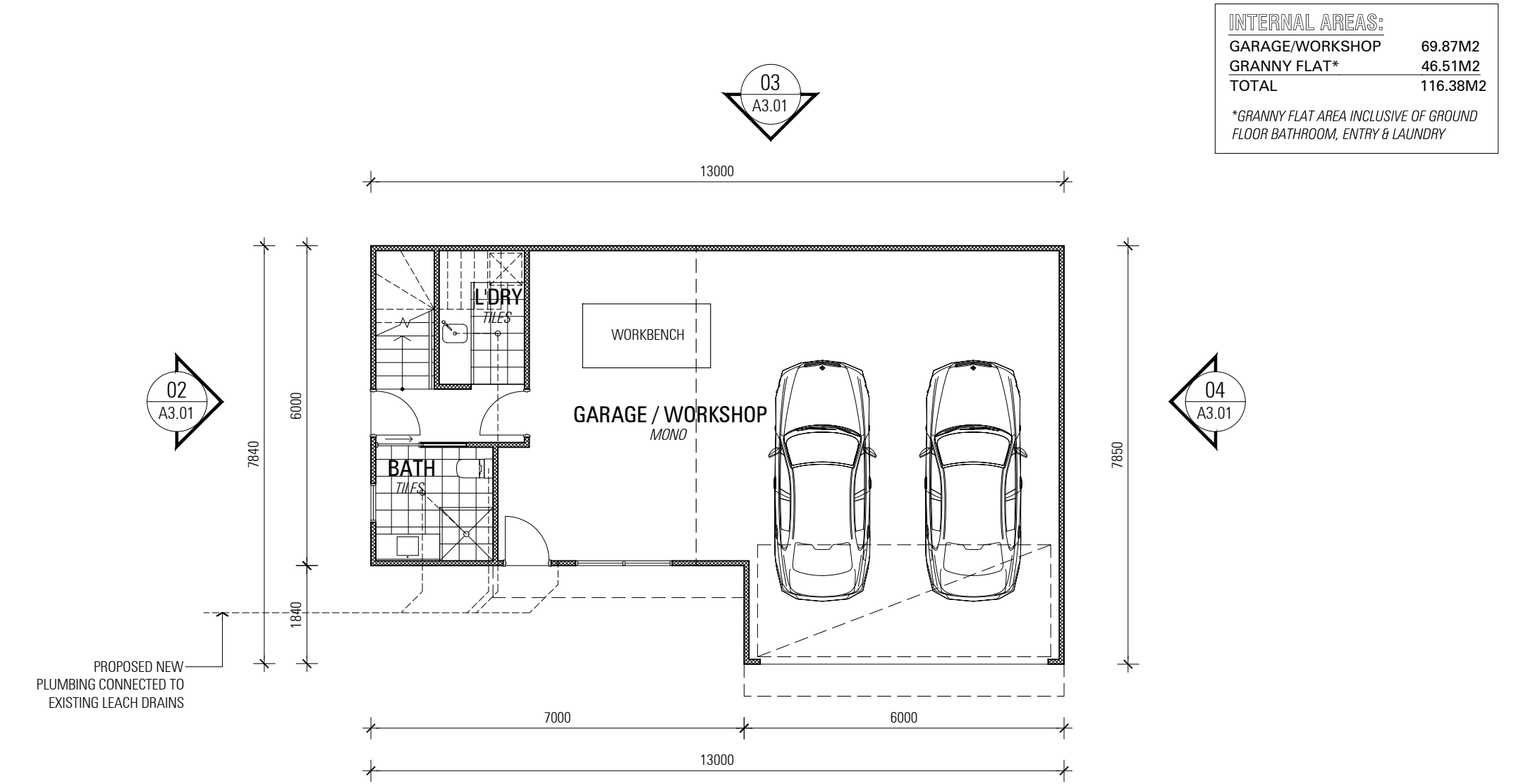
SHADOW DIAGRAM

SCALE 1:100

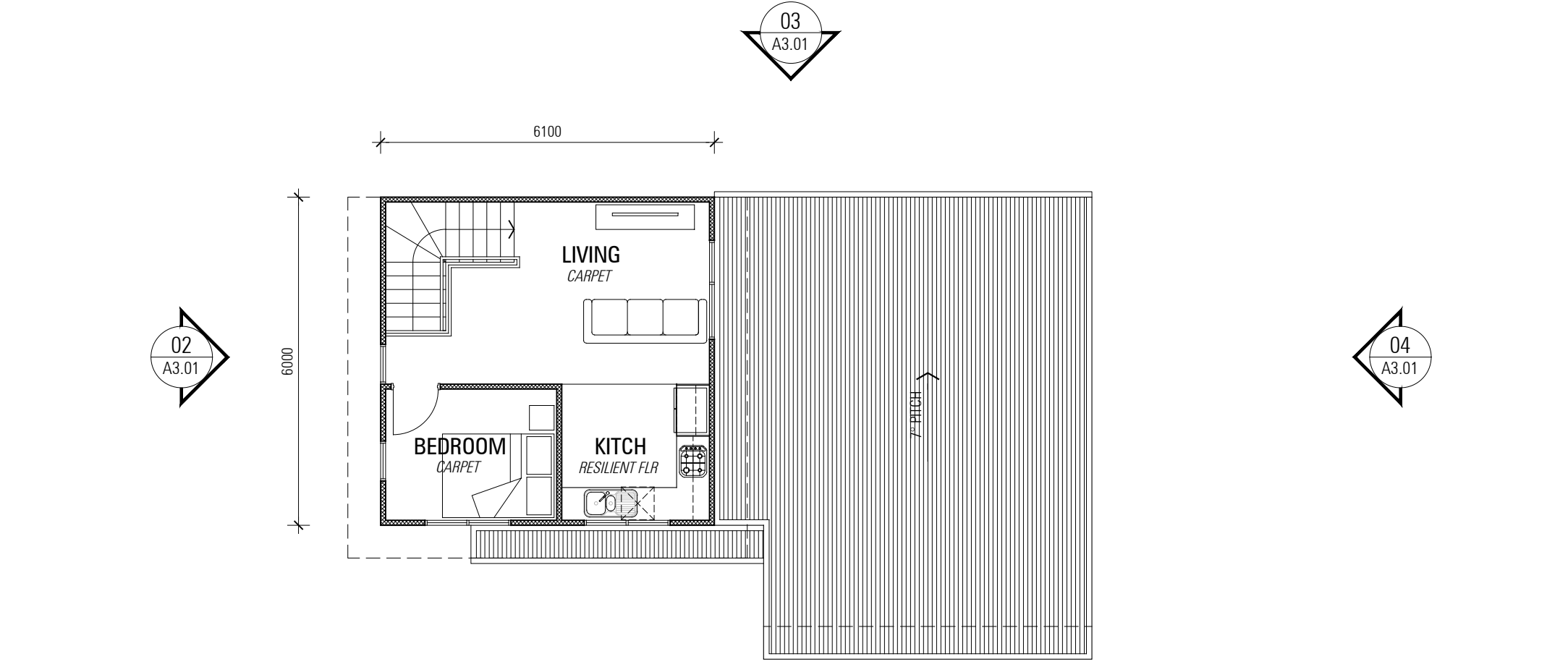


PROJECT TITLE / CLIENT PROPOSED WORKSHOP & GRANNY FLAT LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA	 O'Meara Drafting PH: 0424 583 328	PLANNING APPROVAL		DRAWING NUMBER
				P039 A1.02
				REVISION
DRAWING TITLE SHADOW DIAGRAM			SCALE 1:100	B

GENERAL NOTES	Ordinary Council Meeting - 23 October 2018 Attachments		Attachment 10.1.4.1	
	LEGEND			
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		B	26.06.18	REVISED PLANNING APPROVAL ISSUE
		A	10.04.18	ISSUED FOR PLANNING APPROVAL
		REV	DATE	DESCRIPTION



**GROUND FLOOR PLAN**  
SCALE 1:100



**FIRST FLOOR PLAN**  
SCALE 1:100

PROJECT TITLE / CLIENT PROPOSED WORKSHOP & GRANNY FLAT LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA	 O'Meara Drafting PH: 0424 583 328	PLANNING APPROVAL		DRAWING NUMBER <b>P039 A2.01</b>
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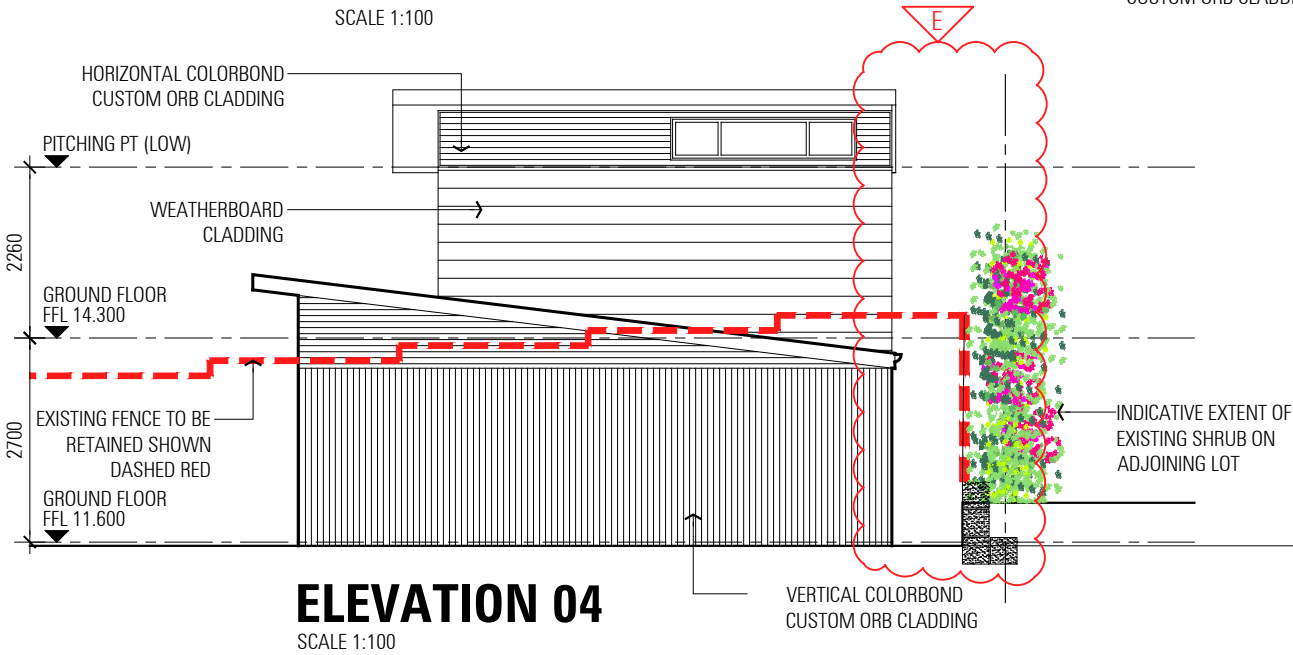
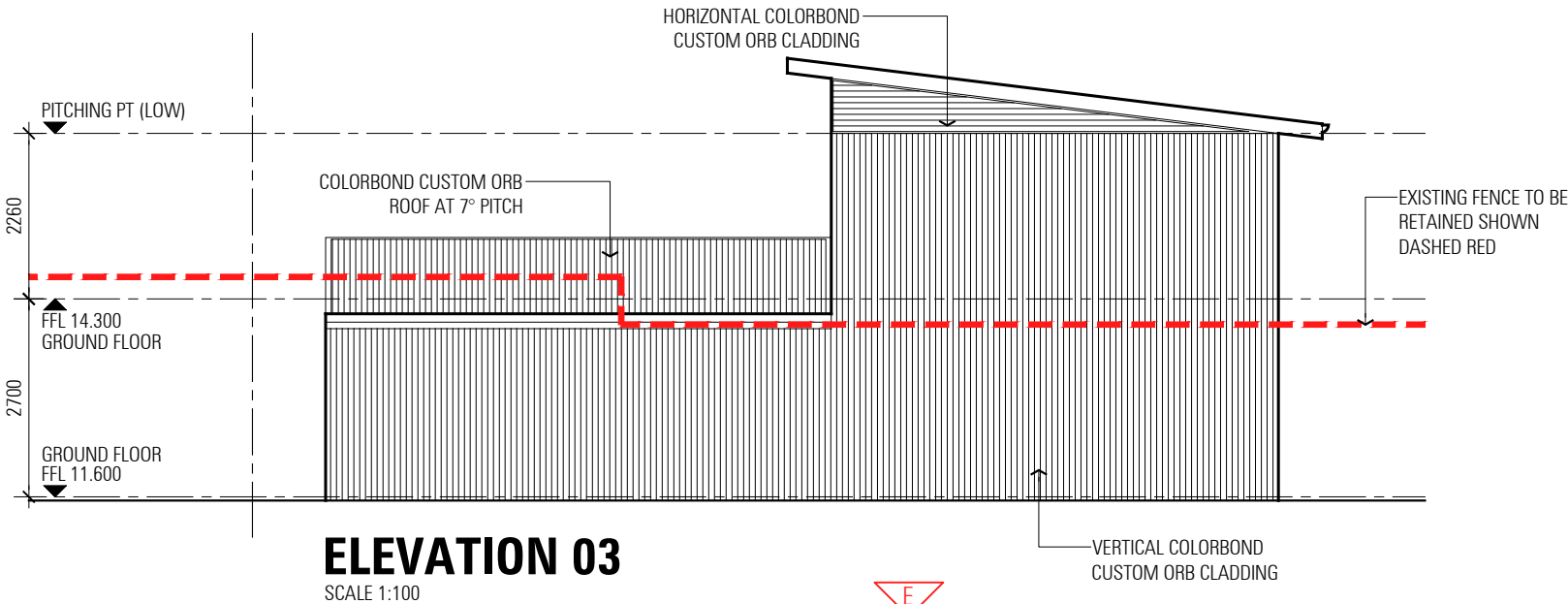
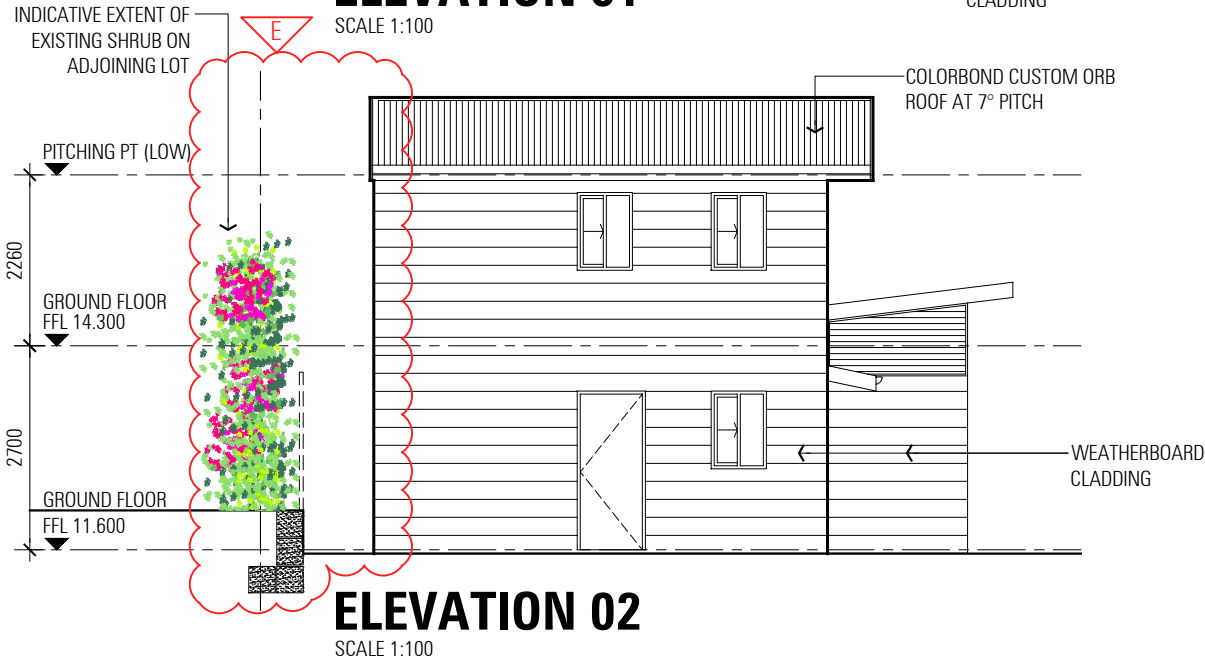
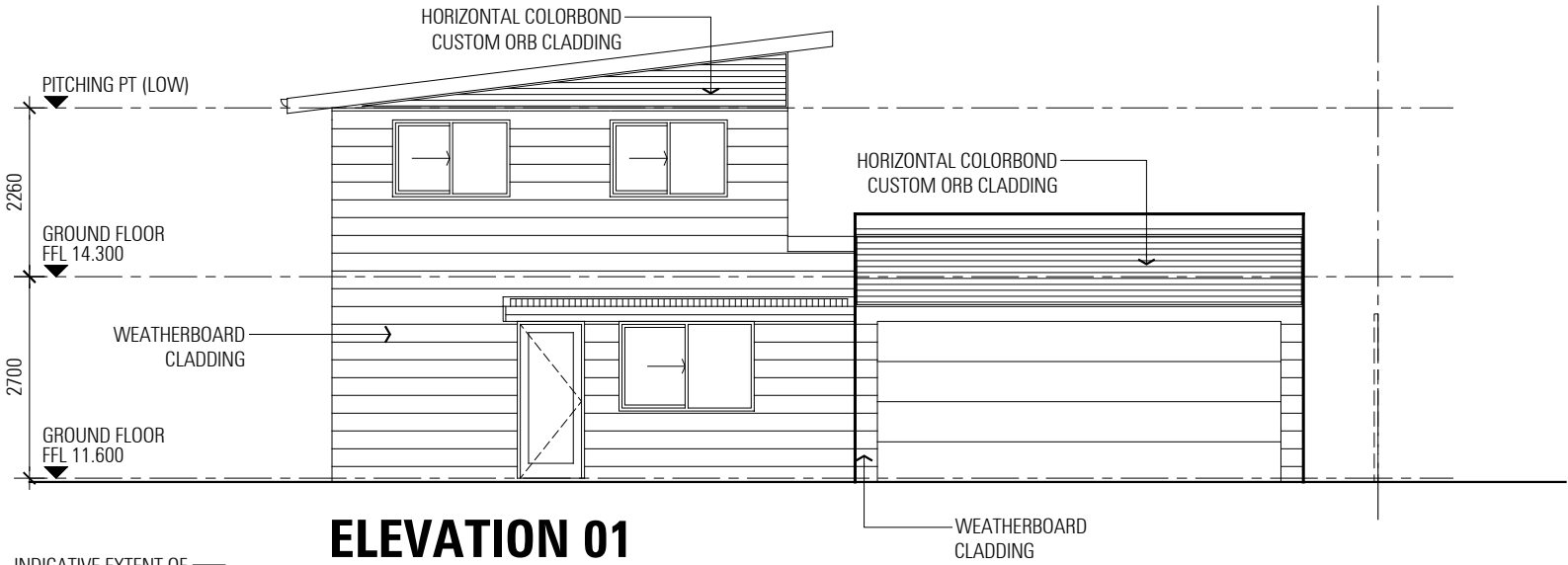
GENERAL NOTES

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LEGEND

Attachment 10.1.4.1

E	19.09.18	REVISED	REAR SETBACK
D	17.09.18	REVISED	1ST FLOOR CEILING HEIGHT
C	22.08.18	REVISED	PLANNING APPROVAL ISSUE
B	16.08.18	REVISED	PLANNING APPROVAL ISSUE
A	10.04.18	ISSUED	FOR PLANNING APPROVAL
REV	DATE	DESCRIPTION	



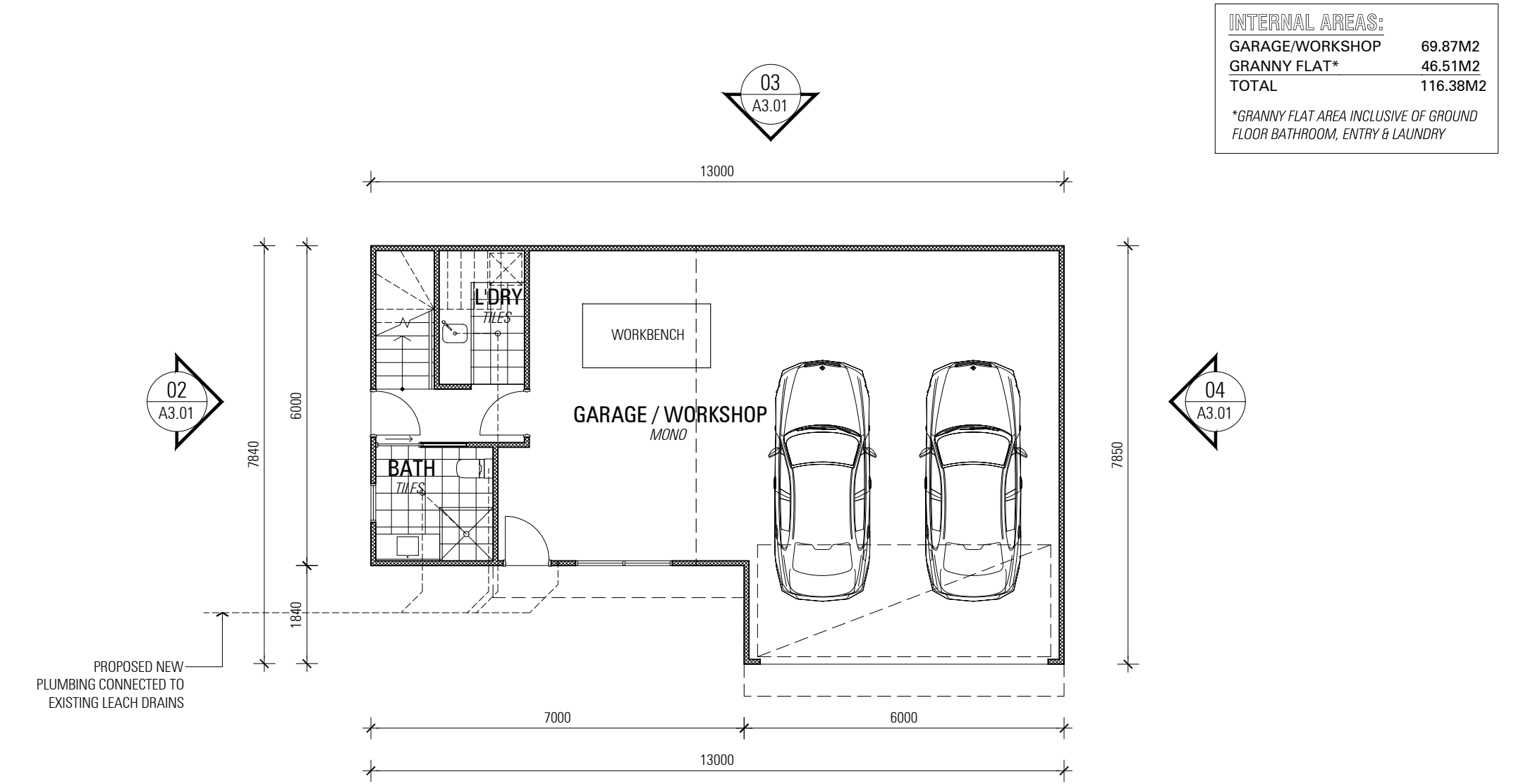
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PROPOSED WORKSHOP & GRANNY FLAT  
LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA

DRAWING TITLE  
ELEVATIONS

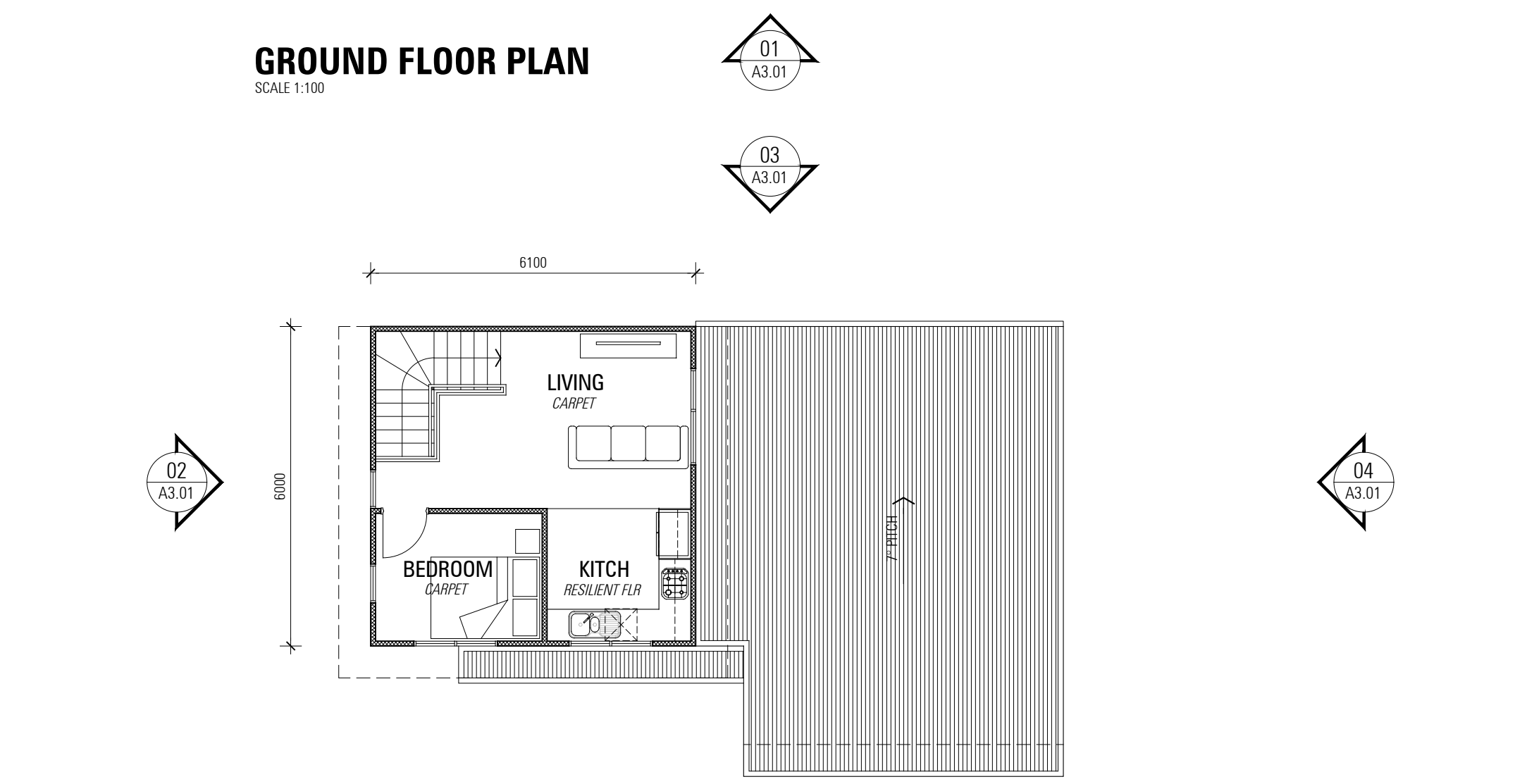


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CAD FILE		SCALE	1:100	REVISION
				E

GENERAL NOTES	Ordinary Council Meeting - 23 October 2018 Attachments		Attachment 10.1.4.2	
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	2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.			
		C	16.08.18	REVISED PLANNING APPROVAL ISSUE
		B	26.06.18	REVISED PLANNING APPROVAL ISSUE
		A	10.04.18	ISSUED FOR PLANNING APPROVAL
		REV	DATE	DESCRIPTION



**GROUND FLOOR PLAN**  
SCALE 1:100



**FIRST FLOOR PLAN**  
SCALE 1:100

PROJECT TITLE / CLIENT PROPOSED WORKSHOP & GRANNY FLAT LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA	 O'Meara Drafting PH: 0424 583 328	PLANNING APPROVAL		DRAWING NUMBER <b>P039 A2.01</b>
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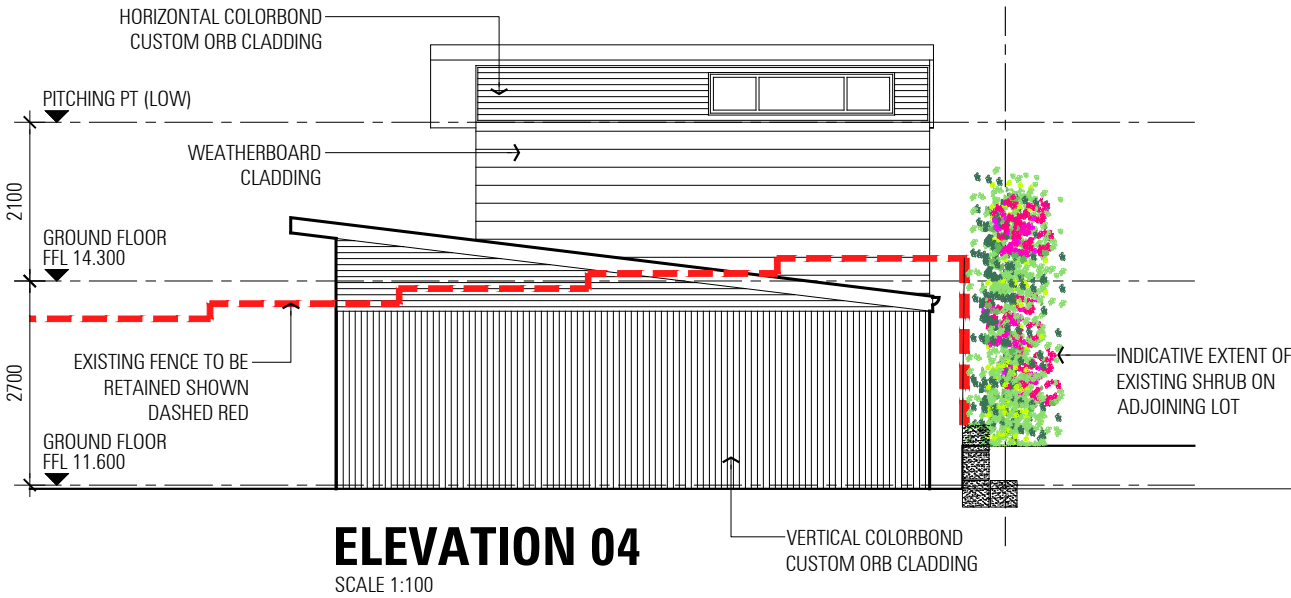
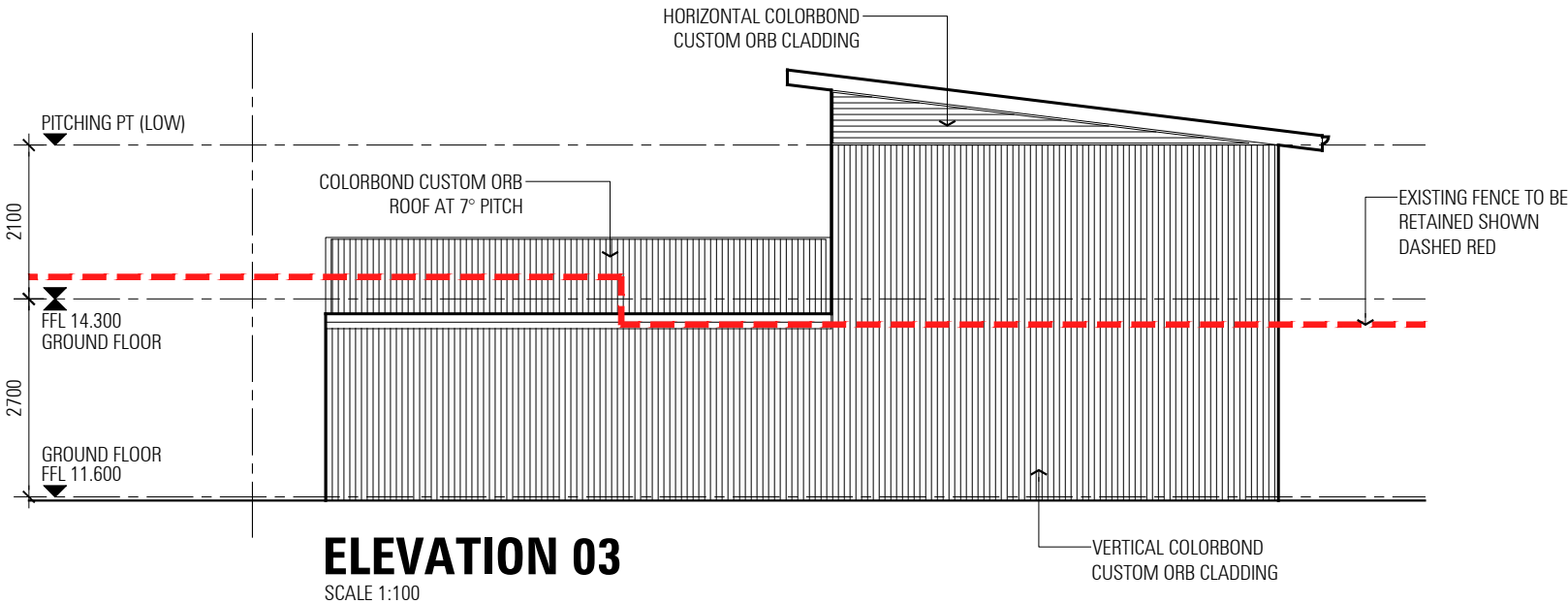
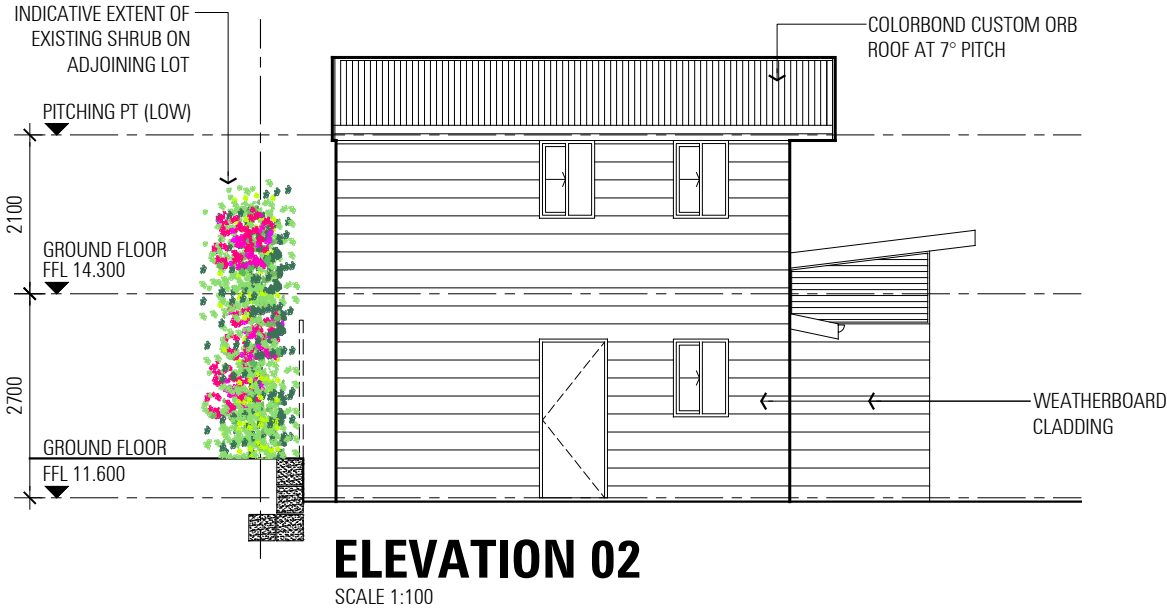
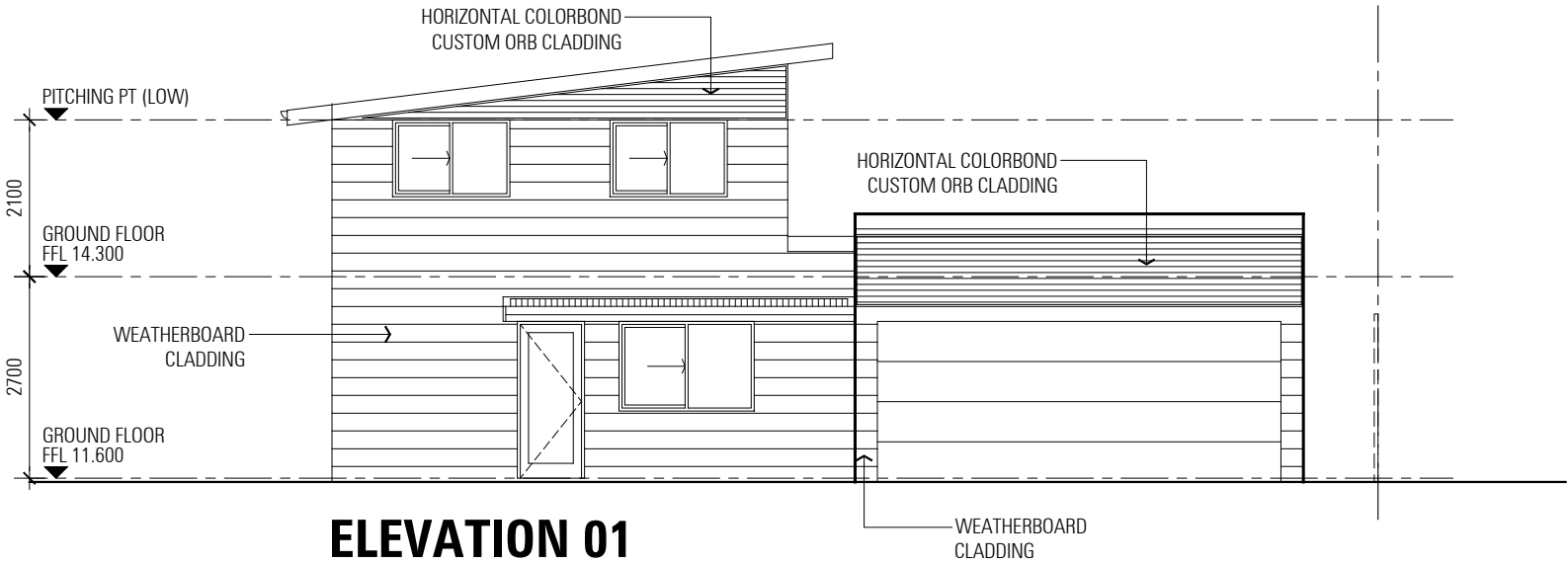
GENERAL NOTES

1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.
2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.

LEGEND

Attachment 10.1.4.3

C	22.08.18	REVISED PLANNING APPROVAL ISSUE
B	16.08.18	REVISED PLANNING APPROVAL ISSUE
A	10.04.18	ISSUED FOR PLANNING APPROVAL
REV	DATE	DESCRIPTION



PROJECT TITLE / CLIENT  
PROPOSED WORKSHOP & GRANNY FLAT  
LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA

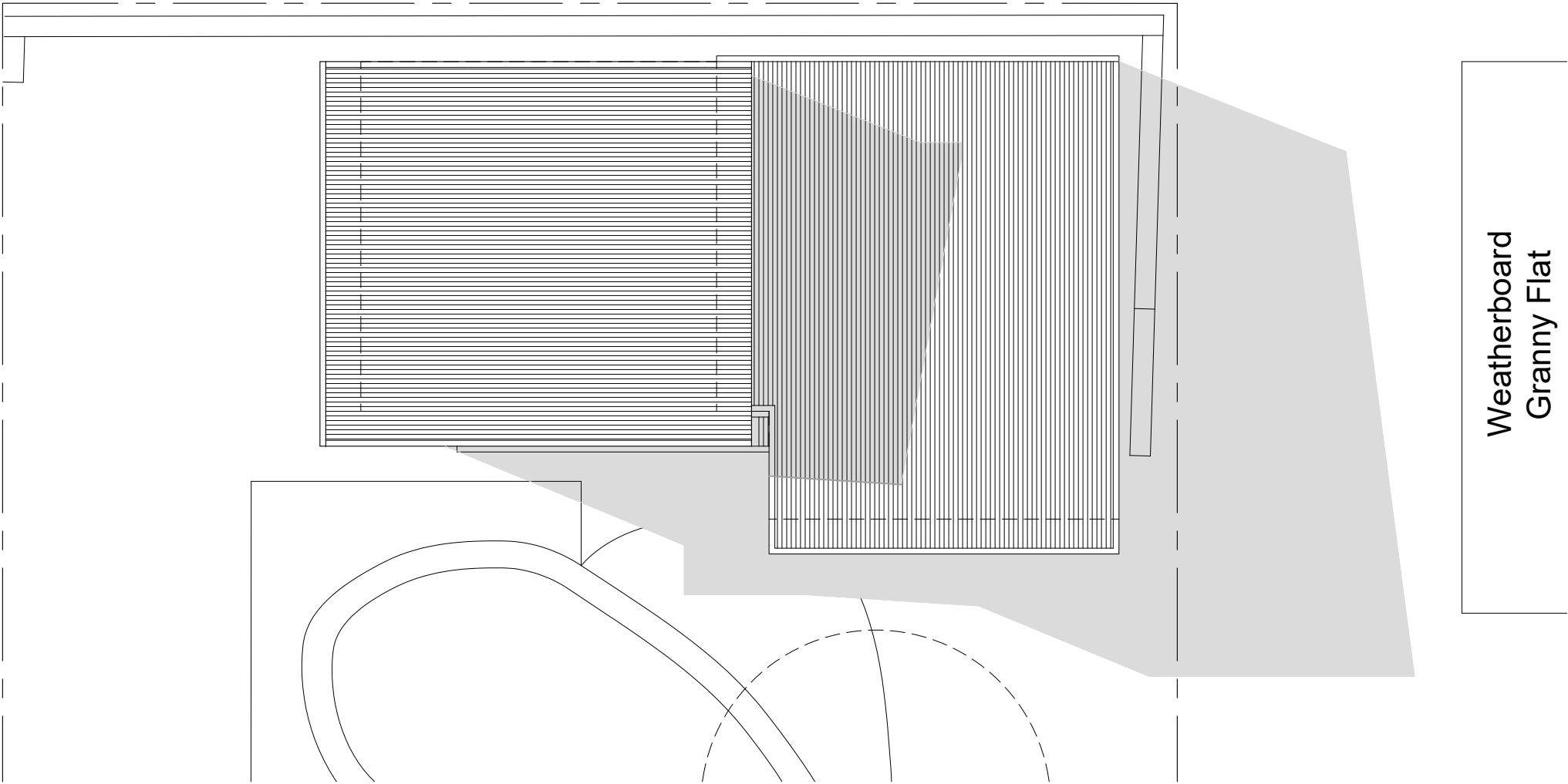
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ELEVATIONS



PLANNING APPROVAL	
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DATE	22.08.18
CAD FILE	SCALE
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DRAWING NUMBER	
P039	A3.01
REVISION	C

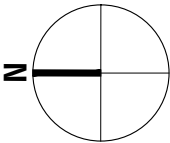
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		A	16.08.18	ISSUED FOR PLANNING APPROVAL	
		REV	DATE	DESCRIPTION	



12pm on 21st of June

# SHADOW DIAGRAM

SCALE 1:100



PROJECT TITLE / CLIENT PROPOSED WORKSHOP & GRANNY FLAT LOT 42 (#31) ORANGE VALLEY ROAD, KALAMUNDA	 O'Meara Drafting PH: 0424 583 328	PLANNING APPROVAL		DRAWING NUMBER
		DRAWN SO	DATE 16.08.18	P039 A1.02
		CAD FILE	SCALE 1:100	REVISION A

DRAWING TITLE  
SHADOW DIAGRAM  
City of Kalamunda

Submitter Number	Comment	Officer Comment
1	<p>Objection</p> <p>Loss of privacy and noise pollution:</p> <p>a) My privacy is already compromised in that I can hear conversations quite clearly. I have concerns the owner who is also a builder will use the workshop to run his business, which could result in further noise pollution. This will turn a very relaxed residential environment into a noisy commercial environment</p> <p>Loss of sunlight:</p> <p>b) The existing colorbond fence is an advantage as it adds extra privacy but blocks out the sunlight.</p>	<p>a) Noted, the proposal has no windows on the eastern boundary façade so therefore there will be no overlooking onto the neighbouring property. The proposal is fully compliant with the visual privacy requirements under the Residential Design Codes, (R Codes) In respect to the noise pollution the proposal is required to comply with <i>The Environmental Protection</i> (Noise) Regulations 1997. The workshop would be conditioned to prohibit any habitation, commercial and industrial uses.</p> <p>b) Noted, the applicant provided an overshadowing diagram in accordance with part 5.4.2 clause C2.1 which indicates there is no overshadowing to the east and the proposal will not block out any natural sunlight (refer to attached plans).</p>
2	<p>Objection</p> <p>a) Concerned about the close proximity to the boundary.</p> <p>b) Concerned about the water flowing down the inclined roof.</p>	<p>a) Noted, the proposal has adequately addressed the design principle in respect to the reduced setback and will appear single storey from the adjoining properties.</p>

	<p>c) I believe it will negatively impact on our overall value of our property.</p> <p>d) Concerned it will turn into a manufacturing shed with noise every day and night.</p>	<p>b) All stormwater is required to be contained on the subject property.</p> <p>c) Noted. This is not a planning consideration.</p> <p>d) The workshop would be conditioned appropriately to prohibit habitation, commercial and industrial land uses within the workshop.</p>
3	Non-Objection	Noted.



### View from Applicants Property





















Search

Direction

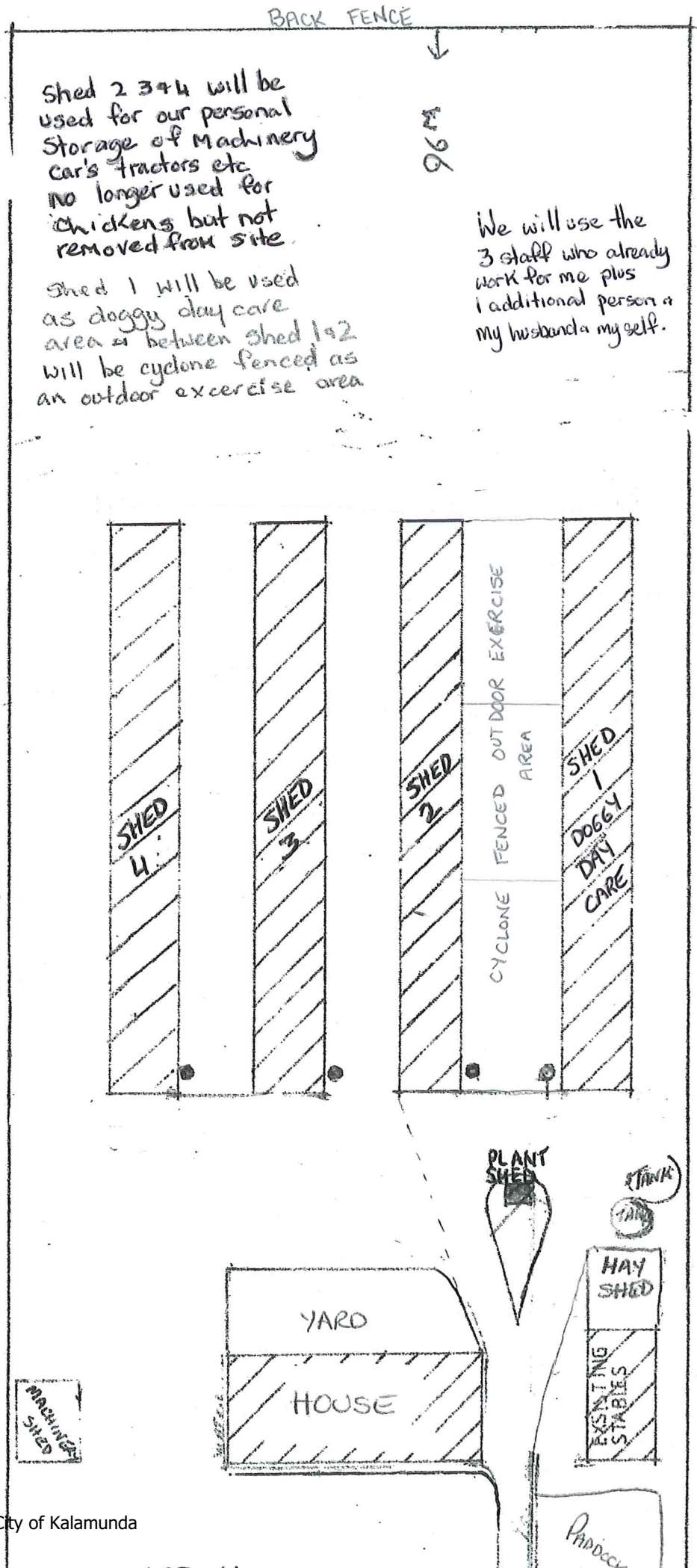
Brook Rd, Wattle Grove, WA 6...

Go

List







Shire of Kalamunda  
18 DEC 2017  
RECEIVED

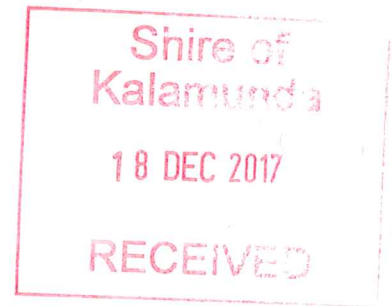
NO 44  
LOT 63  
OWNED BY US

Internal layout of Shed

BACK -



FRONT OF SHED



\* Pool Fencing  
all internal  
fences.

Concrete floor  
already down.

Painted & some  
fake turf.

for easy cleaning

No Additional  
building needed  
inside

All walls & roof  
are insulated  
so will prevent  
noise issues.

Can get baffles  
if needed

No Kennels overnight  
so should be no  
excess barking.

Dogs only on premise  
from 6 am to  
6:30 pm -

No Feeding so  
no excitement  
barking either

All internal Separation  
will be pool fence.

Only modification to  
Shed will be a personnel  
door to outdoor exercise  
area.

Floor is concrete  
will have some carpeting  
or fake turf which  
will also soften area &  
help with noise reduction  
as well as shed walls &  
ceiling being insulated



**GABRIELS HEARNE FARRELL**

Page 1

Enquiries: Benjamin Farrell  
 ben@gabriels.net.au  
 Ph: (08) 9474 5966

1<sup>st</sup> February 2018

FOXWOOD FARM EQUESTRIAN CENTRE PTY LTD  
 56 BROOK RD  
 WATTLE GROVE WA 6107

Attention: Ms Roxanne Balchin

**PROPOSED DOGGY DAY CARE**  
 56 Brook Rd, Wattle Grove  
**ENVIRONMENTAL NOISE ASSESSMENT**

## 1. BACKGROUND

Gabriels Hearne Farrell was engaged to undertake an assessment of the proposed dog day care at 56 Brook Rd Wattle Grove in relation to compliance with the Environmental Protection (Noise) Regulations 1997. The proposed dog day care will be located within an existing chicken shed. The nearest noise sensitive premises are the existing residences on Coldwell Rd as identified in Figure 1 below:

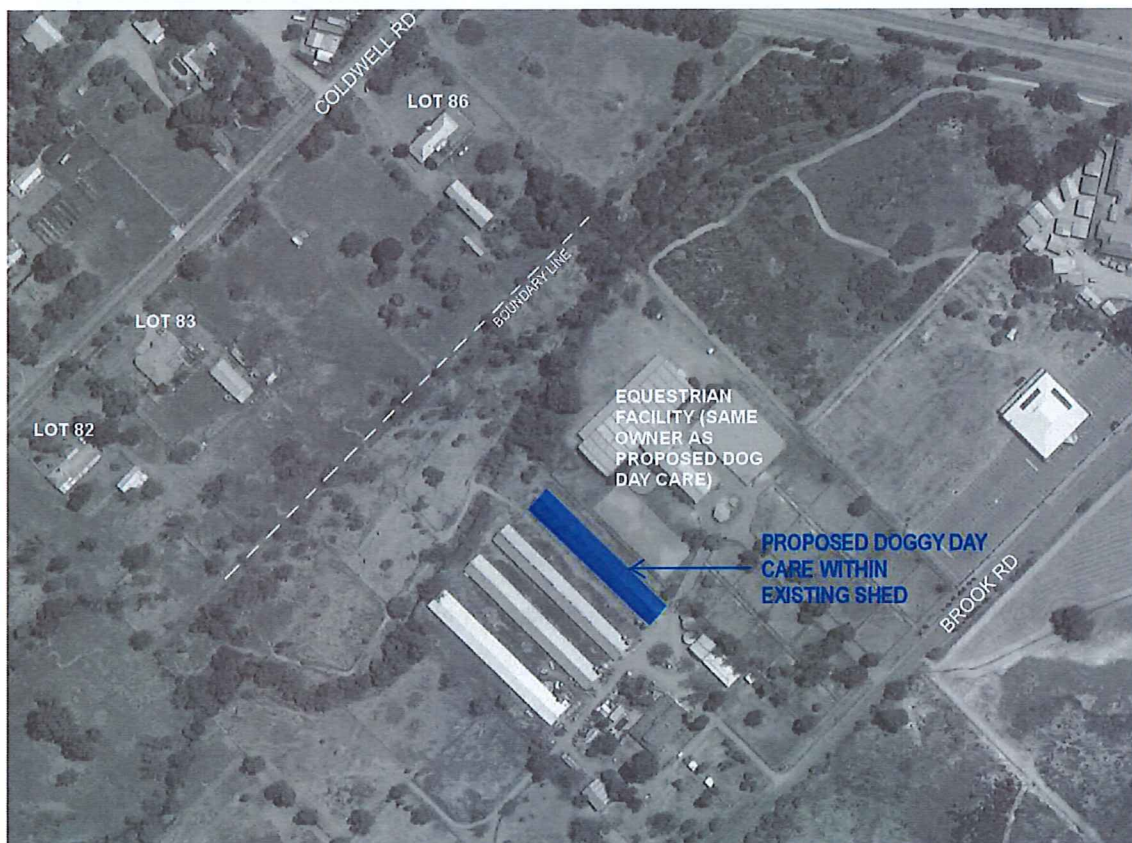


Figure 1 – Site context



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The existing shed is 100 metres long and 12 metres wide. The walls and roof of the shed are custom orb metal with spray on thermal insulation. There is a raised ridge cap along the entire length of the roof which allows for a small extent of stack ventilation. Along each side wall of the shed are two wall flaps that can swing outwards for ventilation which are also metal with spray on insulation.

The proponent has provided the following information regarding the proposed dog day care:

- The intended operating hours are 7 am to 6 pm (excluding Saturdays and Sundays).
- The dog day care facility will have a maximum capacity of 40 dogs.
- There will be an outdoor play area on the western side of the shed, where a maximum of 5 dogs will be permitted at any one time.

## 2. NOISE LEVEL CRITERIA

In Western Australia, noise transmission from one property to another is governed by the Environmental Protection (Noise) Regulations 1997. These regulations establish 'Assigned Levels' which are the noise levels that cannot be exceeded at surrounding premises.

The 'Assigned Levels' for the premises surrounding the proposed dog day care are outlined below.

### 2.1 'Assigned Levels' for the residences on Coldwell Rd (to be achieved within 15 metres of the houses)

The lots on Coldwell Rd are large semi-rural properties. The area within a 15 metre zone around the houses on these lots is identified as the 'highly sensitive area'. The 'Assigned Levels' applicable to the 'highly sensitive areas' of the Coldwell Rd Lots are identified in Table 1 below. The 'Assigned Levels' are based on a total *influencing factor* of 3 dB. This *influencing factor* is derived from there being 16% commercial land-use within a 450 metres radius, and also a major road (Welshpool Rd East) within 450 metres of the houses.

Part of premises receiving noise	Time of day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise Sensitive Premises: highly sensitive area (eg within 15 metres of a house)	7 am to 7 pm Monday to Saturday	<b>48</b>	<b>58</b>	<b>68</b>
	9 am to 7 pm Sunday and public holidays	43	53	63
	7 pm to 10 pm all days	43	53	58
	10 pm to 7 am Monday to Saturday and 10 pm to 9 am on Sundays and public holidays	38	48	58

Table 1- Assigned Levels to be achieved within 15 metres of the houses of the Coldwell Rd Lots.

The 'Assigned Levels' shown in bold in Table 1 are the most relevant given the proposed operating hours of the dog day care.

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 PROJ No: 18003b

DATE: 1<sup>st</sup> February 2018  
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## 2.2 'Assigned Levels' for Coldwell Rd Lots beyond 15 metres of the houses

Table 2 identifies the 'Assigned Levels' that must not be exceeded at the Coldwell Rd Lots in any area beyond 15 metres from the houses. As such, the 'Assigned Levels' of Table 2 must be achieved at the boundary between 56 Brook Rd and the Coldwell Rd Lots

Part of premises receiving noise	Time of day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises; any area other than highly sensitive area	All hours	60	75	80

Table 2- Assigned Levels to be achieved at the boundary between 56 Brook Rd and the Coldwell Rd Lots

## 2.3 Noise Character

Regulation 7(b) requires that the noise emission must be 'free' of annoying characteristics, namely tonality (eg whining, droning), modulation (like a siren), and impulsiveness (eg thumping). Where noise emissions do exhibit the above noise characteristics, an adjustment is made to the measured/calculated noise level (in accordance with Regulation 9):

- *Tonality* 5 dB is added to the measured/calculated level
- *Modulation* 5 dB is added to the measured/calculated level
- *Impulsiveness* 10 dB is added to the measured/calculated level

## 3. NOISE MODELLING PROCEDURE

The potential noise emissions from the proposed dog day care at 56 Brook Rd Wattle Grove have been modelled using the SoundPLAN 8.0 software. The software produces noise contour plans based on inputs such as noise source Sound Power Level, building heights and forms, ground surfaces, topography, and meteorological conditions.

The concave algorithm has been used for this assessment, which is typical for environmental noise modelling undertaken in Western Australia.

### 3.1 Meteorological conditions

The meteorological conditions used for the assessment have been taken from the document titled 'Guidance for the Assessment of Environmental Factors - Environmental Noise' published by the Environmental Protection Authority:

- Temperature: 20°C
- Humidity: 50%
- Wind speed: 4 m/s
- Wind direction: All directions modelled simultaneously
- Pasquil Stability Class: E

## 4. ASSESSMENT OF DOGS BARKING

### 4.1 Noise level data

The main source of noise associated with a dog day care facility is the barking and howling of dogs. The potential noise impact of barking dogs has been based on noise level measurements we have previously measured at a local government pound in free-field conditions.

These noise level measurements were undertaken with ten dogs barking simultaneously. Although the maximum dog numbers will be 40 for the proposed facility, they will not bark at the same time.



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The octave band noise levels used in the assessment of the barking dogs is provided in Table 4 below:

Frequency (Hz)	125	250	500	1k	2k	4k	dB(A)
Dogs barking – SPL at 1 metre	58.0	70.4	93.2	94.7	81.8	68.7	96

Table 3 – Sound pressure level of barking dogs

For the purpose of the assessment we have assumed 35 dogs located inside the shed, and 5 dogs located in the outdoor play pen. A conservative assessment has been undertaken based on a total of 30 dogs barking simultaneously within the shed. In relation to the dogs outside, our assessment is based on 2 of the 5 dogs barking simultaneously. We have suggested that the outdoor play pen is located in the position illustrated in Figure 2, in order to maximise distance to the Coldwell Rd residences. This location has been used in the noise model.



Figure 2 – Recommended location for the outdoor play pen

The noise modelling has been based on the upper ventilation flaps along each side wall being in an open position, and the lower ventilation flaps in a closed position.

#### 4.2 Assessment of noise transmission to the Coldwell Rd residences

Based on our experience of other dog day care facilities, the most appropriate criteria is the L<sub>1</sub> 'Assigned Level'. This is because the barking of dogs is not a constant/continual noise source like mechanical plant (ie the noise from barking dogs will occur for less than 10% of the time).

The results of the noise modelling are presented on the Simulation 1 noise contour plan in Appendix A. The results are summarised in Table 4 below:

Noise receiver location	Predicted noise level*	Criteria (L <sub>1</sub> Assigned Level)	Compliance?
Within 15 metres of the house at Lot 82 Coldwell Rd	L <sub>1</sub> 52 dB(A)*	L <sub>1</sub> 58 dB(A)	YES
Within 15 metres of the house at Lot 83 Coldwell Rd	L <sub>1</sub> 55 dB(A)*	L <sub>1</sub> 58 dB(A)	YES
Within 15 metres of the house at Lot 86 Coldwell Rd	L <sub>1</sub> 57 dB(A)*	L <sub>1</sub> 58 dB(A)	YES
At the boundary between 56 Brook Rd and the Lots on Coldwell Rd	L <sub>1</sub> 63 dB(A)*	L <sub>1</sub> 75 dB(A)	YES

Table 4 – Predicted noise emissions from barking dogs

\* Note – includes +5 dB penalty for 'tonality'.

The results indicate that the noise associated with barking dogs will comply with the relevant 'Assigned Levels'.

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## 5. ASSESSMENT OF MECHANICAL PLANT AND VEHICLES

### 5.1 Noise level data

At this stage of the project, the proponent has not selected the type and capacity of air-conditioning that will serve the shed. As such, we have assessed a worst case scenario whereby the shed will be served by four large commercial sized evaporative coolers (four off Bonaire 700C coolers). The radiated Sound Power Level of this model of evaporative cooler is provided in Table 5 below. Also, we have assessed the impact of three cars driving around the drop-off point. The Sound Power Levels for a car driving slowly are provided in Table 5 below:

Frequency (Hz)	125	250	500	1k	2k	4k	dB(A)
Evaporative cooler Sound Power Level	89	85	82	80	78	72	85
Car driving slowly	83.5	77.8	73.0	73.1	70.0	65.8	78

Table 5 – Sound pressure level of barking dogs

### 5.2 Assessment of noise transmission to the Coldwell Rd residences

Given that the mechanical plant will operate constantly during business hours, the  $L_{10}$  'Assigned Levels' are the relevant criteria. The results of the noise modelling are presented on the Simulation 2 noise contour plan in Appendix A. The results are summarised in Table 6 below:

Noise receiver location	Predicted noise level*	Criteria ( $L_{10}$ Assigned Level)	Compliance?
Within 15 metres of the house at Lot 82 Coldwell Rd	$L_{10}$ 37 dB(A)*	$L_{10}$ 48 dB(A)	YES
Within 15 metres of the house at Lot 83 Coldwell Rd	$L_{10}$ 38 dB(A)*	$L_{10}$ 48 dB(A)	YES
Within 15 metres of the house at Lot 86 Coldwell Rd	$L_{10}$ 39 dB(A)*	$L_{10}$ 48 dB(A)	YES
At the boundary between 56 Brook Rd and the Lots on Coldwell Rd	$L_{10}$ 45 dB(A)*	$L_{10}$ 60 dB(A)	YES

Table 6 – Predicted noise emissions from mechanical plant and vehicles

\* Note – includes +5 dB penalty for 'tonality'.

The predicted noise transmission from the mechanical plant and vehicles driving near the drop-off point is fully compliant with the Assigned Levels.

## 6. CONCLUSION

Our assessment indicates that the proposed dog day care at 56 Brook Rd Wattle Grove will be compliant with the Environmental Protection (Noise) Regulations 1997. Compliance is reliant on the following management practices:

- The lower ventilation flaps along each side wall of the shed must be kept shut at all times, however the upper ventilation flaps can be left open.
- The location of the outdoor play pen is to be as per the diagram below.



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PROJ No: 18003b

DATE: 1<sup>st</sup> February 2018  
PAGE: 6



- The total/combined Sound Power Level of the new mechanical plant cannot exceed 91 dB(A).
- The operating hours of the doggy day care must only be between 7 am and 7 pm, Monday to Saturday.

Regards,

**Benjamin Farrell**

Director, MAAS

**GABRIELS HEARNE FARRELL PTY LTD**

Member Firm - Association of Australian Acoustical Consultants



ENVIRONMENTAL NOISE ASSESSMENT  
PROPOSED DOGGY DAY CARE - 56 BROOK RD, WATTLE GROVE



SIMULATION 1 - DOGS BARKING - 35 DOGS WITHIN THE BUILDING, 5 DOGS WITHIN THE OUTDOOR PEN  
UPPER VENTILATION FLAP OPEN ON BOTH SIDES (LOWER FLAPS KEPT CLOSED)



**ENVIRONMENTAL NOISE ASSESSMENT  
PROPOSED DOGGY DAY CARE - 56 BROOK RD, WATTLE GROVE**



**SIMULATION 2 - FOUR EVAPORATIVE COOLERS OPERATING (EACH WITH A SOUND POWER LEVEL OF 85 dB(A))  
THREE CARS DRIVING ADJACENT DROP OFF POINT (EACH WITH A SOUND POWER LEVEL OF 78 dB(A))**

Foxwood Farm Doggy Day Care

# Foxwood Farm Doggy Day Care Business Plan 2018



## Foxwood Farm Doggy Day Care

### Executive Summary

Families are no longer content to leave their pets at home whilst they go out to work, doggy day care provides a realistic, cost effective and safe alternative to leaving dogs 'home alone'. Families who were previously reluctant to get a dog due to the fact that they may have to leave it alone for many hours whilst they work, are now able to enjoy the pleasure of owning a dog knowing it is safe and well cared for during the day. People are also more conscious that dogs are social animals, and left alone for long periods of time may become distressed, anxious and or destructive and noisy. Doggy Day Care is an emerging and growing trend amongst pet owners today. Dog owners are committed to providing the very best of care for their dogs and this includes providing them with professional supervision for the hours they are away from them.

At Foxwood Farm Doggy Day care, we provide professional and loving care for the most precious of canine friends. We provide both the physical and mental stimulation required to assure our canine charges are relaxed and content. Our staff provide surrogate family care through fun and stimulating activities with supervised exercise and rest.

Foxwood Farm Doggy Day Care is a new self-funded enterprise, however the management and staff have many years' experience in animal behaviour management and are committed to providing each and every canine visitor with an individual tailored approach based on their needs. We will specialise in the care of elderly and or frail dogs who may need additional attention and requirements. We will partner with our visiting facility veterinary services and offer scheduled veterinary check-ups on a fee for service basis should their owners require this.

#### **Pet Industry Association of Australia**

Foxwood Farm Doggy Day Care, meet or exceed the Pet Industry of Australia standards for Doggy Day Care. This includes compliance with;

- Indoor area design and function
- Outdoor Area design and function
- Staff Ratio's
- Health and Safety Standards including Emergency Evacuation
- Animal and Veterinary Care, including Medical Treatment
- Day to Day Operations
- Dog evaluation and records management, including vaccination requirement
- Hygiene, cleaning and disinfection
- Isolation and time out process
- Off leash play safe policy
- Play Equipment and environmental enrichment

Foxwood Farm Doggy Day Care management see this enterprise as a community based service which supplies an alternative for dog owners to leaving their pets alone at home and has two key priorities;

1. To provide professional care to canines in a safe and stimulating environment
2. To lower the anxiety of dog owners who otherwise would need to leave their dogs at home alone

## Foxwood Farm Doggy Day Care

Currently located in Wattle Grove, the centre is convenient to two major highways; Tonkin Highway and Roe Highway, making the centre very convenient for those on their way to and from work to drop their canine friend off and collect.

With a capacity for 40 dogs, we see that attendance will be incremental over the first year.

- 10 dog within three months of opening
- 20 dogs within six months of opening
- 30 dogs within nine months of opening
- 40 dogs at the 12 month point in time.

Our staffing will reflect the increased numbers throughout the first year period with a ratio of 1 staff member per 10 dogs. This is over and above the Pet Industry Association of Australia standards, however at Foxwood Farm Doggy Day Care we aim to offer a higher level of care, supervision and environment / psychosocial enrichment than the average day care centre. We will target the local and surrounding areas through vigorous marketing and social media campaigns.

### Goals

Our goals are to provide a sensitive community service which enables dog owners to go to work and know their precious canine friend is well cared for.

- We aim to be known for our care and individual attention
- We aim to be known for our professional and exceptional customer service
- We aim to be known for the ability to tailor our service for individual client needs

### Mission

Our mission is to ensure our facility is a home away from home for each and every canine visitor. To provide the relevant levels of stimulation within an environment which can be adapted for a variety of needs.

**Key Performance Indicators** - We will measure our success based on;

- The loyalty of our customers
- Repeat and referred business recommendations
- Reports of happy and content canines
- A reasonable and fair profit for service

## Business Ownership

Foxwood Farm is a 38 year old well-known brand in the local and surrounding communities and is owned jointly by Kevin and Roxanne Balchin, and Foxwood Farm Doggy Day care will operate under the ABN: 35 240 719 552. Kevin and Roxanne Balchin have a successful history in a variety of business ventures including primary industry and community service.

It is the intention of the business to continually develop new clients and engage stakeholders through community service events that provide free advertising, social media and paid marketing campaigns.

### Start Up

## Foxwood Farm Doggy Day Care

The major infrastructure for this project is already in place and owned by Foxwood Farm. The Foxwood Farm Doggy Day care will operate from a converted chicken shed. The start-up capital will be provided by Foxwood Farm with a minimum of a six month trading reserve.

### Start-up costs

Detail	Expense
Construction Costs	N/A structure already exists
Commercial Lease / Rent	N/A property and structure owned by Foxwood Farm
Electricity and Water	This is already a powered site and has water
Refit – Fencing, floors, shade sails etc.	8,000
Legal and Accounting	600
Office Equipment – Computer, Eftpos	2,000
Insurance – additional to current	200
Miscellaneous Expenses	1,000
Time Out Cages x 9	3,150
Waste Disposal – bins and bags	350
Wages – Start-up (6 months)	6,000
<b>Total Start-up Costs</b>	<b>21,200</b>

### Company Location and Facilities

Foxwood Farm Doggy Day Care is close to major highways which makes it convenient for dogs to be dropped off and collected. We provide drop off zones for 10 vehicles and the entrance is large, with a roundabout and significant room for loading and unloading dogs.

The facility has 3 zones, with both indoor and outdoor pens of approx. 60 square mtrs for each enclosure (in accordance with PIAA standards). Dogs will be kept in their respective areas based on size, age and temperament. The outdoor areas are grass, have shade sails for shade and splash pools for the summer heat. The indoor areas are non-slip flooring, easy to clean and safe. Both indoor and outdoor areas are equipped with suitable toys, furniture and bedding.

Each enclosure will also be equipped with 3 suitable dog cages for time out should this be required (in accordance with PIAA standards) and access between the enclosures has been made in order to supervise animals more effectively.

See attached detail plan of facility – Appendix X

### Legal Consideration

Legal waivers of liability have been commissioned along with various other forms that are required to ensure clear delineation in regard to accident and injury.

Business insurance liability is already in place.

## Products and Services

Foxwood Farm Doggy Day Care will offer a variety of services to meet the pet care needs of our clients. We will offer specific information of all the services in the form of literature available to our clients. We will also make this information available on line and at our local veterinary practices. Our value for service offer can be discussed with any of our staff and a tour of the facilities will be available by



## Foxwood Farm Doggy Day Care

appointment for prospective clients. Foxwood Farm Doggy Day Care do not provide or prepare food for dogs.

### Opening Hours

7.00am – 6.00pm

Monday to Friday

Closed

Saturday, Sunday and Public Holidays

### Doggy Day Care

The caring for and socialising of dogs during the day whilst owners are at work, this is our primary business and where 90% of our revenue is generated in the form of daily fees. Each play are is supervised and the staff interact with the dogs, in relevant ways, i.e. throwing a ball, tug of rope and various other activities. Clients will be aware when they collect their dog that they are relaxed and happy.

### Temperament Testing / Evaluation

All dogs will be screened prior to admission both in relation to current health / vaccinations etc. and temperament / suitability. This will be undertaken by trained personnel and will include;

- De-sexing requirements, age requirements, breed restrictions and health requirements.
- Requirements dealing with 'fence jumpers' or escape artists.
- Evaluation of a 'good fit' with other dogs in the play group, one who is comfortable with other dogs in a room or outdoor area with other dogs, and that other dogs in the group will respond appropriately.
- Newly admitted dogs will be placed in an introductory run next to the main enclosures for assessment prior to being placed in group enclosures.

### Dog Training

Foxwood Farm Doggy Day Care can provide basic training at the client's request. This may include;

- Sit
- Stay
- Walk on Lead
- Come when called

Dog training is an addition fee on top of the day care fee and is charged in 20 minute periods in addition to the day care fee.

### Visit to vet – Check up

Foxwood Farm Doggy Day Care have a regular visiting vet however will, by arrangement take dogs to veterinary appointments for regular check-ups. This is a fee for service arrangement and is not included in the day care fees.

### Pick up drop off service

This is an area of development for our enterprise and again will be based on a fee for service schedule.

### Retail Sales

There will be a small retail sales area in the reception of the Foxwood Farm Doggy Day Care offering some canine related products for sale.

## Foxwood Farm Doggy Day Care

**NOTE:** Grooming facilities are not available at Foxwood Farm Doggy Day Care – no feeding or preparation of food will be undertaken.

### Competitive Comparison

Foxwood Farm Doggy Day Care believe they have a competitive advantage due to the natural environment. Many day cares are exclusively indoor facilities whereby Foxwood Farm Doggy Day Care offer both indoor and outdoor pens with natural grass, sand and shade. In extreme heat water foggers will reduce the temperature and help to keep the dogs comfortable.

Although there are good choices for doggy day care within the area, Foxwood Farm Doggy Day Care will offer larger spaces for the dogs to play, better interaction and socialisation through controlled play and activities and value for money.

At Foxwood Farm Doggy Day Care we care about the community and the dogs that inhabit it. We will offer discounted services to seniors as well as partner with local animal rescue groups to hold adoption drives and other pet related charity events.

### Technology

Foxwood Farm Doggy Day Care will offer on line or face to face registration. We will have Eftpos facilities for convenient payment and all canine records will be stored electronically.

## Market Analysis Summary

There are ~~XX~~<sup>17</sup> Doggy Day Cares operating in the Perth Area. <sup>Closest</sup> XX are within a radius <sup>15 km.</sup> XX from Foxwood Farm.

Some preliminary market research indicated that there is demand for another facility and that people are looking for a more natural environment for their dogs to spend their time.

We will be targeting different groups of individuals and appealing to their needs differently:

- Professional Clients** – spend time away from home due to high work demands
- Elderly Clients** – spend time away from home due to doctors/hospital appointments
- Families** – kids at school, mixture of full time and part time work

### Professional Client

This category are typically couples who have highly demanding jobs and spend long hours away from home. In the past many of these people have foregone the opportunity to have a dog due the necessity of them spending long hours alone at home. Professional clients are usually financially stable and although lack the ability to socialise their dog (outside of normal weekend activities) recognise the necessity and benefits of socialisation.

### Elderly Clients

This category can be described as those individuals who are over 60 years of age, who are financially stable but less physically able to cope with the process of socialising their dogs. Doggy Day Care is a service which allows them to meet the needs of their animal whilst limiting the sometimes energetic physical excursion some breeds of dog require.

## Foxwood Farm Doggy Day Care

### Families

This category is very broad but includes families made up of a variety of components. Often families with children will have one or more parent working, plus as children develop their interests they need to be taken and collected from a variety of after school activities. This will often leave family dogs on their own at home for long periods of time. Doggy Day Care provides an easy alternative and take one more pressure away from a busy family schedule.

## Environmental Management / Impact Summary

### Waste disposal

At Foxwood Farm Doggy Day Care management of waste is a priority to ensure that the unique environment is kept clean and sanitary. Dog waste will be placed in environmentally safe bags and deposited into 1 of 3 waste (wheely bins). These bins will be collected every second day by a contractor specialising in this type of waste disposal.

### Noise Impact

It is inevitable that where there are dogs there will be barking, however Foxwood Farm Doggy Day Care are able to limit the environmental impact of any barking due to the unique indoor / outdoor set up. In addition to this controlled play and activities will be provided for all animals.

Attached: Noise Evaluation Report APPENDIX 2

### Compliance

Foxwood Farm Doggy Day Care are compliant with all relevant areas of PIAA and Local Council Guidelines. Current business are operated in accordance with the Occupational Health and Safety Act 1984, and have relevant procedures and policies in place.

### Health and Safety Documentation

- Health and Safety Policy
- Safe Work Method Statements
- Injury and Incident Management and Registers
- Hazardous Substance Management and Registers
- Risk Assessment and Risk Control templates
- Training Registers and Toolbox Talk templates
- Safety Inspection Checklist Template
- Fire Safety, Evacuation and Emergency Procedures

### Management Summary

Foxwood Farm Doggy Day Care will be managed by Roxanne Balchin – Facility Manager. At full capacity a permanent full time Supervisor will be employed with relevant skills and background in relation to handling canines. Other members of the team (based on 1 staff member per 10 dogs) will be responsible for interacting with the dogs, customer service and maintaining the pens in a clean and professional manner.

Staff will be paid Award wages, and it is proposed that due to the span of hours Foxwood Farm Doggy Day Care may be able to offer up to 8 paid part time positions.



## Foxwood Farm Doggy Day Care

**Typical roster**

Staff	7am	8am	9am	10am	11am	12	1pm	2pm	3pm	4pm	5pm	6pm
1												
2												
3												
4												
5												
6												
7												
8												

1 – Facility Manager

2 – Supervisor

3-8 Animal Attendants

Foxwood Farm Doggy Day Care have a visiting vet on call – this is a fee for service arrangement and will be subject to individual pet needs.

**NOTE:** Dogs will not be fed whilst at the service, clean fresh water will be freely available and dog treats for training purposes will be available.

**Fees and Charges**

A daily fee of \$44.00 for each dog, puts Foxwood Farm Doggy Day Care in the middle range of Day Care fees within Perth. We believe our unique environment and natural setting will encourage dog owner to favour our service.

**Fees and Charges Schedule**

Service	Fee	Comment
Day Care – Full Day	\$44.00	7.00am – 6.00pm
Day Care – Half Day	\$35.00	(5 hours or less)
On site Vet Consultation	\$15.00	Handling fee – Vet consultation and medication charged direct to owner
Training Session (20 mins)	\$25.00	
Late Fee Pick up	\$10.00	Per 30 mins
Pick up and Drop Off	TBA	
Off Site Vet Visit	TBA	

**Financial Summary**

The Foxwood Farm Doggy Day Care will have capacity for 40 dogs. It is forecast that we will have at least one in house vet visit per week and 4 training sessions conducted. We have forecast for 2 late pick-ups per week.

## Foxwood Farm Doggy Day Care

**Annual Budget Projection****INCOME**

<b>Budget Forecast Item</b>	<b>Budget Forecast</b>	<b>Comment</b>
Day Care Fees	440,000 pa	44.00 per day x 250 days x 40 dogs
In House Vet Visit	1,300	Handling Fees
Basic Training	5,200	Based on 20 min sessions
Retail Sales	3,500	
Late pick ups	1,040	
<b>Total Income</b>	<b>451,040 pa</b>	

**EXPENDITURE**

<b>Budget Expense Item</b>	<b>Expense</b>	
Wages	183,775	Base on – 250 days per year 6 staff \$18.29 per hour 5 hours per day 1 supervisor \$23.30 8 hours per day 1 Manager \$33.00 4 hours per day
Wages On Costs	38,592	21% on costs - WC Insurance, Super, Leave Liability
Waste Pickup	10,400	
Cleaning Equipment and Supplies	2,600	
Retail Supplies	3,000	
Additional Insurance	10,400	
Annual Maintenance & Repairs	5,000	
Miscellaneous Items	2,500	
<b>Total Expenditure</b>	<b>256,267</b>	

**POLICY DOCUMENTS**

Staff Responsibilities

Security and Emergencies

Veterinary Care

Record Keeping

Hygiene, Cleaning and Disinfection

Health and Safety

Access to Clients, Visitors and General Public

Dog Acceptance Policy

Animal Health Care

**APPENDIX 1**

Floor Plan

**APPENDIX 2**

Environmental Noise Evaluation Report

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>HYGIENE, CLEANING AND DISINFECTION</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Legislative Reference:	Pet Industry Association of Australia		
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

Foxwood Farm Doggy Day Care shall ensure that the facility is kept clean and hygienic at all times in accordance with PIAA best practice standards. We will use environmentally and pet safe cleaning products to minimise adverse effects towards all animals in care.

#### Standards

- Foxwood Farm Doggy Day Care 'hygiene management plan' shall be established in consultation with a veterinary practitioner and included in the facility's health management plan.
- Enclosures housing animals within our facility shall be cleaned at a minimum once daily.
- Animal indoor and outdoor enclosures shall be disinfected at least once weekly
- Animal enclosures shall be cleaned and disinfected before new animals are introduced.
- Communal bedding shall be cleaned or changed at least once daily and disinfected at least once a week, or as required
- Paths and exercise areas shall be cleaned daily or before new animals are introduced to the area.
- Water containers shall be scrubbed daily and be maintained to a hygienic standard.
- Faeces and waste materials shall be collected at a minimum on an hourly basis, placed into environmental disposable bags and place into the available bins for collection. Faeces will not be disposed of in sewer or septic systems.
- Disposable bedding, containers and general waste from the facility shall be placed in general waste bins.
- Toys used in socialisation and environmental enrichment shall be washed in hot soapy water and disinfected after each use.

**NOTE:** MSDS sheets for all chemical and industrial products used in the facility shall be prominently displayed throughout the facility and copies placed into the chemical register.

#### Pest Control:

A proactive approach to general pests including flies, mice and other pests shall be undertaken. Professional Pest control management shall be employed to undertake annual pest management practices.

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>RECORD KEEPING</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

### Standards

All business and animal records will be kept for a minimum of 5 years with at least the previous 12 months' records (or the Statute of Limitations under the Prevention of Cruelty Animals legislation in the relevant state or territory or other local, state or commonwealth laws) kept on site.

The Facility Manager will be able to produce these records if required with 24 hours' notice.

Admission documents will be signed by the animal owner and/or agent and will make clear that the Foxwood Farm Doggy Day Care assumes all legal ownership responsibilities for the animal while it is in the care of the facility and that veterinary care will be provided if necessary at the animal owner's expense.

### Business Records

- Business records will include:
- Domestic animal business registration.

Human resources records for each individual working the in facility/establishment/centre and must include:

- name, address, contact number, emergency contact details
- qualifications, position descriptions, training
- vaccination status and any specific health issues e.g. diabetic.
- Staff shifts and rosters.

In addition to this:

- A copy of the emergency evacuation plan including site maps.
- The animal health management plan.
- Copy of the agreement between the facility and a veterinary practitioner and contact details.
- All company contracts, insurance policies, registrations.
- The facility parasite management plan and inspection reports.
- A copy of all standard operating procedures and company policies.

### Animal Records

Animal records for each individual animal will be recorded and maintained from admission until the animal is released from the facility back to the owner and must include the following:

- Day Care agreement indicating the responsibilities of the facility and the animal owner, signed and dated by the person in charge.

(The Day Care agreement shall include a procedure to allow the facility to manage animals not collected or abandoned by owners).

- A brief description of the animal including: name of animal, age, sex, breed, colour, any distinguishing features, entire/spay neutered, microchip number.



- Name address and telephone number of the owner of the animal.
- Emergency contact number.
- Details of medical, dietary requirements, the animal's condition and preferably weight on arrival.
- Contact details of the animal's veterinary practitioner.
- A veterinary history including a copy of current vaccination certificates, internal and external parasite control and supporting documentation where applicable.

The animal's details shall also be recorded on the enclosure card attached to the enclosure – including;

- The name, description, breed and sex of each animal in an enclosure
- Each identification card shall indicate whether the animals are receiving additional care and medication if required.
- Each identification card shall include a variable method of recording medication instructions, dates and times of dispensing.

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>VETERINARY CARE</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
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<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

Foxwood Farm Doggy Day Care have a formal agreement with a local Veterinarian with canine health and management experience to visit the centre regularly and attend should they be required. Duties of the Veterinarian shall include;

- the use of the veterinary practitioner's facilities for the treatment of animals from the facility where required
- the provision of appropriate veterinary treatment for sick or injured animals including access to veterinary assistance for emergencies
- veterinary advice to be given in the event of unexplained disease, illness or deaths of animals
- the provision of regular health checks for all animals in the facility
- contact details of the veterinary practitioner shall be posted in a prominent position that is accessible to all staff and volunteers
- an inspection of the facilities annually with the provision of an inspection report. See PIAA sample Inspection Report Appendix 3

**NOTE:** the annual inspection shall review the health management plan for the facility and the vaccination status and health of all animals in care.

The Facility Manager shall ensure that:

- A health management plan for the facility is prepared in consultation with the veterinary practitioner.
- Isolation housing is provided for all animals suspected of having infectious or unidentified illnesses under supervision of the veterinary practitioner.
- Dogs shall be vaccinated against distemper, hepatitis, parvovirus and canine cough in accordance with the manufacturer's recommendations, unless with the written approval of a veterinary practitioner.
- Puppies shall be vaccinated against common infectious diseases in accordance with best practice clinical guidelines in consultation with a veterinary practitioner.
- Dogs known or suspected to be suffering from an infectious disease shall not be admitted to the doggy day care facility
- Internal and external parasites shall be controlled through routines and preventative treatment.

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>SECURITY AND EMERGENCIES</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Legislative Reference:	Pet Industry Association of Australia		
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Document Review Date:			

Foxwood Farm Doggy Day Care is purpose designed to ensure maximum security and protection for the animals in care.

#### Security Standards

- Foxwood Farm Doggy Day Care premises and animal enclosures are secure against ingress of unwanted animals, persons or pests.
- The facility is supervised, with the Facility Manager living on site.
- The entrance to the facility shall be securely locked outside business hours and an ingress alarm has been installed to ensure management are aware of any visitors
- The facility is secured to prevent access to the premises outside trading hours, including indoor and outdoor enclosures.
- Enclosures are securely fastened outside trading hours
- All gates and fittings are in good working order.
- All external openings are designed to prevent escape of animals or easy removal of products or equipment without authorisation.
- Adequate security is in place to ensure the safety of staff, the public and all animals on the premises.

#### Guidelines

- There are several gates between any animal and escape onto a road from the facility except in the case of padlocked emergency gates for service vehicles.
- Every effort will be made in the event of an escaped animals.
- The facility has a security alarm on the main gate to ensure the safety of all animals and staff.

#### Emergencies Standards

Security procedures allow for ready exit for staff and animals in an emergency.

- Functioning fire-fighting equipment is readily available and staff trained and practiced in its use (**Note: only non toxic fire retardants are used**).
- Foxwood Farm Doggy Day Care have a documented procedure for the management or swift removal of all animals from the premises in the case of emergency, where it is safe and reasonable to do so. This process is in full view of staff and clients and staff are practiced in evacuation.

**NOTE:** the emergency plan details ready access to animals and ready exit for visitors, staff, volunteers and animals from the premises in the event of an emergency.

Foxwood Farm Doggy Day Care Emergency Procedures includes a plan to deal with a situation where staff are not allowed back into the facilities for up to a week (for example in flood or fire), in particular if staff have not been able to ensure exit of all animals at the time of the initial emergency.

**Guidelines**

Foxwood Farm Doggy Day Care have a supply of portable dog cages for use in emergencies held at the facility to facilitate the swift evacuation of animals in the event of an emergency. A supply of leashes are also kept for evacuation of dogs.



## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:		<b>STAFF RESPONSIBILITIES</b>	
Policy Number:			
Business Entity:		Foxwood Farm Doggy Day Care	
Business Owner:		K & R Balchin	
Document Owner:		Manager – Foxwood Doggy Day Care	
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

Foxwood Farm Doggy Day Care ensure that staff are suitably experienced, knowledgeable and aware of their responsibilities from both a legislative and industry standard perspective.

Foxwood Farm Doggy Day Care have standards which comply with the Pet Industry Association of Australia and are considered best practice.

#### **DUTIES AND RESPONSIBILITIES - Facility Manager (Principal)**

The Facility Manager is the principal of the business and will spend time to ensure that clients and animals are cared for to the very highest of standards. Duties and responsibilities include;

- is responsible for complying with all enforceable provisions in relation to legislative and Local Government requirements
- Admissions and temperament evaluation
- is responsible for the correct and accurate governance/compliance of the facility, including state and local government requirements for business registration and licensing.
- is responsible for the conduct and behaviour of animal attendants, volunteers, vehicle drivers and all other staff working in the facility on a day to day basis.
- is responsible for the recruitment/termination of all staff.
- is responsible for staff rostering and staff ratios.
- Will ensure that animals admitted to the facility are adequately supervised as appropriate to the physiological status of the animal.
- Marketing and promotion

#### **must be knowledgeable and competent to provide for:**

- the health, care and welfare of dogs, including monitoring the physical and psychological health of the animals in care and identifying the common signs of common diseases of canines.
- reporting matters of compliance and disease outbreaks to the relevant authorities.
- the protection of the dogs in care from distress or injury caused by other animals or interference by humans.
- daily inspection of all animals in the facility
- oversight of daily watering of animals.
- oversight of enrichment and socialisation programs for animals in care.
- oversight of cleaning and proper hygiene in the facility including the disposal of waste materials.
- provision of prompt first aid for animals when required.

- veterinary care provided by a registered veterinary practitioner. This must include a signed agreement with the veterinary practitioner to attend to animals in the facility as and when required.
- ensuring the health protection of all staff and volunteers working in the facility
- supervision and training of staff and volunteers.
- development of an emergency evacuation plan and staff training practice drills.
- development and execution of all operational policies and procedures.
- ensuring the compliance of all State Work Health and Safety regulations.
- ensuring the maintenance and retention of animal records, vaccination and health records, animal's regular veterinarian, owner's details and emergency contacts.
- promoting and supporting relevant formal and informal training for staff.

#### **DUTIES AND RESPONSIBILITIES – Supervisor**

The Supervisor is in charge of the facility when the Facility Manager is not in attendance and will direct the day to day operations of the facility. Animal Attendants will report directly to the Supervisor and will take instructions and direction from this role. Duties and responsibilities include;

- admissions and temperament evaluation
- is responsible for the conduct and behaviour of animal attendants, volunteers, vehicle drivers and all other staff working in the facility on a day to day basis.
- Will ensure that animals admitted to the facility are adequately supervised as appropriate to the physiological status of the animal.
- daily, watering and inspection of all animals
- daily cleaning and disinfection of pens/enclosures, and equipment, and cleaning exercise areas
- administering medication as instructed by a veterinary practitioner
- exercise, socialisation and environmental enrichment for each animal including handling
- reporting any animal showing signs of infectious disease immediately; isolating the animal, disinfecting their housing, bedding material, feeding and drinking utensils
- ensuring that care is taken so as not to spread infection from one pen/enclosure to another on their hands, clothing or footwear

#### **must be knowledgeable and competent to provide for:**

- the health, care and welfare of dogs, including monitoring the physical and psychological health of the animals in care and identifying the common signs of common diseases of canines.
- the protection of the dogs in care from distress or injury caused by other animals or interference by humans.
- daily inspection of all animals in the facility
- supervision of daily watering of animals.
- supervision of enrichment and socialisation programs for animals in care.
- supervision of cleaning and proper hygiene in the facility including the disposal of waste materials.
- provision of prompt first aid for animals when required.
- Assist with veterinary care provided by a registered veterinary practitioner. This must include a signed agreement with the veterinary practitioner to attend to animals in the facility as and when required.
- report staff related matter to Facility Manager ensuring the health protection of all staff and volunteers working in the facility
- supervision and training of animal attendants and volunteers.

- ensuring the maintenance and retention of animal records, vaccination and health records, animal's regular veterinarian, owner's details and emergency contacts.

#### **DUTIES AND RESPONSIBILITIES Animal Attendants**

Animal Attendants include volunteers and paid workers and are responsible for the day to day tasks of the facility. Volunteers shall work under supervision of a paid staff member at all times. Animal Attendants report to the Supervisor.

- daily, watering and inspection of all animals
- daily cleaning and disinfection of pens/enclosures, and equipment, and cleaning exercise areas
- exercise, socialisation and environmental enrichment for each animal including handling
- reporting any animal showing signs of infectious disease immediately; isolating the animal, disinfecting their housing, bedding material, feeding and drinking utensils.
- ensuring that care is taken so as not to spread infection from one pen/enclosure to another on their hands, clothing or footwear

**The animal attendant must immediately report to the person in charge any animals showing signs of:**

- injury or illness
- serious physical or behavioural behaviour
- any change in the animal's normal behaviour which is indicative of a problem with the animal's health and welfare
- apparent pain, bleeding or swelling of body parts or bloating of the abdomen
- ear discomfort, inflammation or discharge
- difficulty or inability to urinate or defecate
- fits
- staggering, lameness or inability to stand or walk
- patchy hair loss or change in the appearance of the coat
- scratching of coat or ears
- observation of parasites
- swollen or inflamed third eyelid
- any other signs showing the health or welfare of the animal is compromised.

#### **Signs of infectious diseases:**

- coughing
- diarrhoea (especially if blood stained)
- red or brown coloured urine
- repeated sneezing
- runny nose
- runny or inflamed eyes
- vomiting.

#### **Training**

Staff at Foxwood Farm Doggy Day Care shall have skills and experience in the following areas;

- current animal behaviour and social needs of the animal
- handling animals on receipt and release of dogs into and out of the facility, including transportation and capture
- animal husbandry techniques
- identification of common diseases in dogs signs of ill health, stress etc. which prompts the requirement of veterinary attention

- procedures required for management and care of sick and injured dogs
- special requirements for young or old animals
- control of parasites and preventative measures
- record keeping
- zoonotic diseases (transfer animal to human), hygiene, prevention and medication
- Health and safety procedures



## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>ANIMAL HEALTH CARE</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

All owners are required to present current vaccination certificates for their dogs as a condition of Acceptance. Foxwood Farm Doggy Day Care require vaccinations in accordance with the Australian Veterinary Association Guidelines. Holistic naturopathic or homeopathic vaccinations do NOT fulfil these vaccination requirements.

Animals must adhere to the recommended vaccination requirements.

**Note:** Vaccination requirements and isolation periods may differ depending on the vaccination manufacturer's recommendations. The vaccination manufacturer's recommendations may be used as an exception to the following requirements on a case by case basis.

Foxwood Farm Doggy Day Care follow the PIAA recommended practices and will obtain evidence from the manufacturer showing:

- that the recommendations being followed are correct
- that they can provide written approval from the animal's treating veterinarian outlining that the manufacturer's recommendations have been followed correctly
- that a written veterinary health check has been sighted prior to the animal being accepted for day care.

Vaccination requirements include

- A C5 vaccination protects against parvovirus, distemper, hepatitis, parainfluenza and Bordetella bronchiseptica and is the minimum requirement for admission to Foxwood Farm Doggy Day Care

All vaccinations should be current triennially

**Dogs will not be admitted to Foxwood Farm Doggy Day Care unless:**

- A vaccination certificate signed by a veterinary practitioner is sighted, copied and maintained for each animal admitted to a facility/establishment/centre.
- The date of admission is more than 14 calendar days after completion of an initial course of vaccinations.
- The date of admission is more than 7 days and less than 12 months after completion of a booster vaccination against the diseases above.
- If the animal has received a three (3) year vaccination, proof of the three (3) year vaccination must be supplied and the vaccination manufacturer's quarantine recommendations must be adhered to.

- At the discretion of the Facility Manager (and with full responsibility for such discretion), any additional diseases for which the Facility Manager feels the need for vaccination and advises the animal owner before arrival.

**Parasite Prevention**

All dogs must present parasite free. Owners are required to provide detailed information in relation to;

- Worm Control
- Flee Control
- Heart Worm Control

**Daily Checks**

All dogs will be checked upon arrival and during their stay for signs of illness and or injury. The signs which may be identified include but are not limited to;

- Runny nose
- Runny or discharge from eyes
- Repeated sneezing
- Coughing
- Vomiting
- Severe diarrhoea, especially if bloodstained
- Lameness
- Bleeding or swelling of body parts
- Inability to stand and or walk
- Apparent pain
- Listlessness / depression
- Fits, staggering convulsions
- Patchy hair loss
- Bloating of the abdomen
- Difficulty or inability to urinate or defecate
- Red or brown coloured urine
- Fever
- Presence of external parasites
- Any other serious physical or behavioural abnormality

**Medication**

Foxwood Farm may choose to accept a dog which requires veterinary prescribed medication throughout its stay. A senior staff member (Supervisor or Manager) shall:

- Record medication to be given against appropriate animal.
- Ensure medication is stored according to label directions.
- Ensure appropriate recording and administration of all medications.
- Ensure staff are suitably trained to administer medication successfully.
- When there is any doubt in relation to medication the animal owner or animal owners veterinarian must be consulted

**Veterinary Treatment**

On admission to Foxwood Farm Doggy Day Care, owners sign to agree to transfer the animal's care, wellbeing and medical treatment over to Foxwood Farm Doggy Day Care Management. Where possible, should an animal become ill the owner will be immediately contacted prior to any treatment

being administered by a veterinary or under veterinary advice; however the decision of Management and the veterinarian in relation to treatment of the animal shall be final and conclusive. The Owner agrees on admission of their dog to Foxwood Farm Doggy Day Care to pay all veterinary costs and charges in relation to the treatment of their dog.

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>DOG ACCEPTANCE POLICY</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Legislative Reference:	Pet Industry Association of Australia		
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

Prior to any dog being accepted into Foxwood Farm Doggy Day care, the dog must undergo a preliminary evaluation (to be recorded on the dogs Admission Sheet) which shall include;

#### Health Evaluation

Dog Condition Score	<b>see appendix 1</b>
Eyes	ensure no discharge, note any cloudiness (e.g. in older dogs)
Ears	clean, no discharge or strong smell
Coat	clean, free from obvious parasites, no skin redness
Teeth and gums	free from swellings and infection
Age Considerations	mobility, deafness etc.
Sterilisation	dogs must be sterilised if over the age of 6 months
Injury	any current injury
Medication	any medication which will need to be administered during care (see animal health care policy)
Vaccinations	Current up to date vaccinations (see animal health care policy)
Parasite Control	Current up to date Parasite Control (see animal health care policy)

#### Temperament Evaluation

Each dog shall be initially evaluated on temperament by a qualified staff member prior to acceptance. This will be undertaken in the owner's presence and may include;

- In depth discussion with owner in relation to dogs temperament history, characteristics, triggers and tendencies.
- Using other dogs already known at the centre to be appropriate 'temperament testers', a suitably qualified staff member may take the dog for an on leash walk and explore the facilities, making controlled contact with other dogs to evaluate acceptance and reaction.
- New dogs shall be given the opportunity to assimilate using the trial (introductory) enclosure where suitable companion dogs can be introduced prior to allowing them into the main play areas.

Any sign of aggression which is not suitable for a day care environment shall be discussed with the owner.

#### Exclusion

Foxwood Farm Doggy Day Care Management, reserve the right to exclude any dog from acceptance, and or terminate a Day Care agreement at any time, should a dog be deemed unsuitable due to Health and or Temperament evaluation.



### **Refusal of Admission**

The Facility Manager has the right to refuse admission to any animal:

- known or suspected to be suffering from an infectious disease.
- that does not meet these Standards & Guidelines for Best Practice, particularly in relation to vaccinations.
- where the animal owner's requirements cannot be met by the Facility Manager or the animal owner refuses to accept reasonable additional charges for extra care requirements.
- where the Facility Manager reasonably believes that the animal poses a risk to other animals and/or facility staff and that this risk is not able to be appropriately managed by the facility.
- where the Facility Manager believes that it is not in the best interests of the facility to care for the animal.

## **Appendix 1: DOG CONDITION SCORE CHART**

### **Emaciated**

- Individual ribs, spine and pelvis prominent and evident from a distance.
- Lack of muscle mass.
- Little or no body fat.
- Rump hollow.
- Waist prominent when viewed from above.
- Abdomen obviously tucked up.
- Neck thin.
- No fat on tail.

**Dog cannot be accepted without Veterinary advice**

### **Thin**

- Ribs, spine and pelvis bones visible and easily felt.
- Little body fat.
- Neck thin.
- Abdomen tucked up.
- Little fat on tail.
- Obvious waist when viewed from above.

**Discussion with owner in relation to feeding and worming – if dog does not improve, veterinary advice must be sought for continuation of care**

### **Ideal**

- Ribs and spine can be felt, last few ribs may be visible.
- Dog should have a waist when viewed from above.
- Belly is tucked up when viewed from side.
- Good muscle mass.
- Rump well-muscled.

**Dog Acceptable for Day Care**

### **Overweight**

- Ribs and spine not visible but can be felt.
- Fat deposit on tail.
- Little or no waist when viewed from above, rounded appearance, back appears broadened.
- Dog squarish along back line when viewed from side.
- Abdomen not tucked up, may appear rounded underneath.

**Discussion with owner in relation to reducing feeding and increasing exercise**

**Obese**

- Ribs and spine not visible and difficult to feel.
- Tail has obvious fat deposit.
- No waist and back broadened when viewed from above.
- Belly obviously rounded and possibly distended.
- Dog square or rounded up along back line when viewed from side.

**Dog cannot be accepted without Veterinary advice**

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:		ACCESS TO CLIENTS, VISITORS / GENERAL PUBLIC	
Policy Number:			
Business Entity:		Foxwood Farm Doggy Day Care	
Business Owner:		K & R Balchin	
Document Owner:		Manager – Foxwood Doggy Day Care	
Current Version	Approved By	Date Approved	Date Effective
Version 1	RB	April 2018	TBA
Document Review Date:			

### Booking In

All animals and their owners must report to the allocated reception area for admission to the facility

Due to the associated risks and hazards, clients are not permitted access to the facility workplace including enclosures and exercise areas at any time unless with the express permission of the Facility Manager and or Supervisor. All clients must be accompanied by a staff member at all times.

Client are required to sign in and out of the facility other than dropping a dog off who has previously been registered.

### General Public and Visitors

Visitors to the facility must report to the allocated reception area.

Due to the associated risks and hazards, visitors are not permitted access to the facility workplace including enclosures and exercise areas at any time unless with the express permission of the Facility Manager and or Supervisor. All visitors must be accompanied by a staff member at all times.

Visitors wishing to inspect the facility prior to admission must do so by appointment and must be accompanied by a staff member.

Public admittance into the facility other than the reception area may only be permitted in extenuating circumstances and must be accompanied by the Facility Manager

If the admission is approved by the Facility Manager, the visitor must sign in on arrival and sign out when leaving the facility.

## Foxwood Farm Doggy Day Care

### POLICY

Policy Name:	<b>HEALTH AND SAFETY</b>		
Policy Number:			
Business Entity:	Foxwood Farm Doggy Day Care		
Business Owner:	K & R Balchin		
Document Owner:	Manager – Foxwood Doggy Day Care		
Legislative Reference:	Pet Industry Association of Australia		
Current Version	Approved By	Date Approved	Date Effective
<b>Version 1</b>	<b>RB</b>	<b>April 2018</b>	<b>TBA</b>
Document Review Date:			

### PURPOSE

Foxwood Farm Doggy Day Care and its Management is committed to ensuring a safe environment that does not place the health and safety of any persons at risk. This policy sets out how Foxwood Farm Doggy Day Care will fulfill this commitment.

### SCOPE

This policy applies to all Foxwood Farm Doggy Day Care Staff and guests as defined in *Section 7.0*.

### POLICY STATEMENT

Foxwood Farm Doggy Day Care recognises its legal, ethical and moral responsibilities to prevent injury and illness for any persons involved with the activities of Foxwood Farm Doggy Day Care.

Foxwood Farm Doggy Day Care will foster a positive culture across operations with safety considered to be a core value where safe behaviour is encouraged and respected.

### POLICY

Foxwood Farm Doggy Day Care will undertake the following activities in fulfilling its commitment to provide a healthy and safe environment:

- The Facility Manager shall be responsible to develop, implement and maintain a Health and Safety Management System (HSMS) which reflects the requirements of this Policy.
- The Facility Manager shall appoint a Health and Safety Representatives (HSR) to every, where possible.
- Comply with applicable health and safety legislation as well as other requirements such as Codes of Practice and Australian Standards.
- Implement a health and safety risk management process to ensure workplace hazards are identified, assessed, controlled and reviewed where they are not able to be eliminated.
- Allocate sufficient financial and physical resources to enable the effective implementation of this Health and Safety Policy.
- Provide, handle and store equipment, structures, substances and systems of work with the minimum risk to health.
- Provide and disseminate health and safety training and information to Foxwood Farm Doggy Day Care, where required.



- Implement arrangements for the consultation of health and safety matters with Foxwood Farm Doggy Day Care Staff and management.

**SPECIFIC ANIMAL SAFETY CONSIDERATIONS**

- To protect staff health a list of common zoonotic diseases associated with animals shall be prominently displayed throughout the facility and staff shall be educated in the prevention of zoonosis.

Staff health shall be protected by the provision of or access to:

- induction upon commencing work in the facility
- adequate hot and cold hand washing facilities
- hand disinfectant placed at various locations around the facility
- immunisation against tetanus
- provision of personal protective equipment e.g. disposable gloves.

**RESPONSIBILITIES****FACILITY MANAGER**

- has responsibility for and is committed to, the effective implementation of the Health and Safety Policy.
- is proactive in creating a safe work culture and provides leadership for the overall health and safety of the facility.
- has the responsibility so far as is reasonably practicable, to eliminate risks to health and safety of its staff and guests, and where elimination is not possible, to minimise those risks.
- has responsibility to oversee the monitoring of health and safety performance against objectives and targets.
- By exercising due diligence, is responsible for ensuring that Foxwood Farm Doggy Day Care complies with its duties and obligations under the applicable health and safety legislation.
- endorses and supports the implementation of this Policy and the associated health and safety initiatives.
- is committed to exercising due diligence, ensuring appropriate resources to establish and maintain a consultative and systematic approach to health and safety under this Policy.
- is responsible and accountable for implementing this Policy and will support staff in fulfilling their health and safety obligations and responsibilities.
- will consult with their staff on issues that affect their health and safety.

**STAFF**

- Must take care for their own health and safety and the health and safety of people who might be affected by their acts or omissions.
- Understand their responsibilities relating to the health and safety in all environments as detailed in this Policy.
- Report all incidents, injuries and hazards and control any identified hazards where practicable.
- Carry out any instructions in relation to health and safety policies, procedures and safe systems of work.
- Participate in health and safety consultation and training activities.

**GUESTS**

- All guests entering Foxwood Farm Doggy Day Care are required to comply with this Health and Safety Policy and to observe directions on health and safety from designated Staff.

**LEGISLATION**

- Occupational Health and Safety Act 1984
- Proposed Health and Safety Act 2012

**HEALTH AND SAFETY DOCUMENTATION**

- Safe Work Method Statements / Job Safety Analysis templates
- Injury and Incident Management and Registers
- Hazardous Substance Management and Registers
- Risk Assessment and Risk Control templates
- Training Registers and Toolbox Talk templates
- Safety Inspection Checklist Template
- Fire Safety, Evacuation and Emergency Procedures
- Chemical Register

**Summary of Submissions****Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107**

<b>Submitter No.</b>	<b>Nature of Submission</b>	<b>Applicant/Owner Response</b>	<b>City of Kalamunda Response/ Recommended Modifications</b>
Submission 1	<p>Object.</p> <p>AS you are aware, the north side of Coldwell Road is becoming fully developed which is too close to a dog kennel. I understand that amendment 165 of the Imminent Planning approvals (Maddington Kenwick Strategic Employment Area Planned Framework) allocates the corner block of Lot 87 for potential commercial development (it's a perfect petrol station site wouldn't you agree?). My father owned that lot and lot 85 and always wanted to hold onto it until he could develop it – as it is now feasible. He would be turning in his grave if I agreed to this dog kennel – only to have you use that as a reason against my development of Lot 87 later? Therefore, I object UNLESS you fairly consider a future development of Lot 87 without penalising this opportunity because the dog kennels were built. Is that fair enough?</p>	<p>Submission 1 states that they do not object to the development of the Doggy Day Care if the City of Kalamunda approves their site, (located at least 350 metres from proposed Doggy Day Care) for development as a Petrol Station. Their objection as stated, therefore has nothing to do with the proposed Doggy Day Care as they are willing to accept this proposed activity if their own development application is approved. The submission offers no valid ground for why a Doggy Day Care may not be established at Lot 64 (56) Brook Road, Wattle Grove.</p>	<p>The submission refers to the current MRS zoning of Industrial and the subsequent rezoning under the Scheme (from Special Rural to Light Industry or General Industry or Industrial Development). It is noted that whilst the MRS rezoning occurred in October 2016 the site is yet to be rezoned under the Scheme. The City has every intention to rezone the subject site under the Scheme in accordance with the MRS zoning and is required to under Section 124 of the Planning and Development Act. Whilst the proposed land use of 'Animal Establishment' is currently prohibited in the Special Rural zone it is important to note that it is identified as a Discretionary land use throughout of the City's Industrial zones.</p>
Submission 2	<p>Object.</p> <p>I strongly object to the proposal. The noise from the dogs barking will carry over and interrupt anything you have going on. The smell will be blown over in the wind making it impossible to have windows open or be outside.</p>	<p>As part of the Doggy Day Care application, an independent environmental noise assessment was completed and submitted to the City of Kalamunda by the owners of Lot 64 (56) Brook Road, Wattle Grove.</p> <p>This independent environmental</p>	<p>From an acoustics perspective it is noted that the development application is supported by an Environmental Noise Assessment which concludes that the proposal will be compliant with the Environmental Protection (Noise) Regulations 1997, subject to two (2) operational constraints. Please</p>

### Summary of Submissions

#### Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107

Submitter No.	Nature of Submission	Applicant/Owner Response	City of Kalamunda Response/ Recommended Modifications
		<p>noise assessment clearly states that the proposed Doggy Day Care complies with the Environmental Protection (noise) Regulations 1997 (being the appropriate legislation governing such activities).</p> <p>Submission 2 offers no evidence to the contrary.</p>	<p>refer to the attached Environmental Noise Assessment for further information in this regard.</p> <p>From an odour perspective it is noted that the development application is supported by a Business Plan and suite of operational Policies (i.e. Hygiene, Cleaning and Disinfection Policy) which are considered to mitigate any potential odour impact upon the surrounding area. Nonetheless, any odour emitted by the proposal is considered to be less detrimental to the amenity of the locality than the existing poultry farm.</p>
Submission 3	<p>Object.</p> <p>I strongly object to Lot 64 (56) Brook Road, Wattle Grove being granted permission to operate a Dog Day Care Facility.</p> <ol style="list-style-type: none"> <li>1) The noise from barking/howling dogs does not belong in Wattle Grove.</li> <li>2) Windborne odours from the Kennels.</li> <li>3) The site being an old chook farm would have heavy concentration of chemicals in the soil.</li> </ol>	<p>The City of Kalamunda has previously approved Kennels that run Doggy Day Care which shows that the Kalamunda local government does consider that Wattle Grove area to be appropriate and suitable location for such activities.</p> <p>There is zero evidence of any chemicals in the soils at Lot 64 (56) Brook Road, due to the Shire approved poultry farm that has been operating on this for the past</p>	<p>From an acoustics perspective it is noted that the development application is supported by an Environmental Noise Assessment which concludes that the proposal will be compliant with the Environmental Protection (Noise) Regulations 1997, subject to two (2) operational constraints. Please refer to the attached Environmental Noise Assessment for further information in this regard.</p>



**Summary of Submissions****Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107**

Submitter No.	Nature of Submission	Applicant/Owner Response	City of Kalamunda Response/ Recommended Modifications
	4) We live in Wattle Grove in the City of Kalamunda – Not Southern River in the City of Gosnells	<p>38 years, in fact manure was removed off site but any case chicken manure is desirable additive to soil in most households, given that chook poo is sold commercially as dynamic lifter.</p> <p>Submission 3 provides no evidence that a Doggy Day Care at Lot 64 (56) Brook Road would be contrary to any State or Local Laws, in fact as the City of Kalamunda has approved similar activities in the Wattle Grove area, it appears that a proposed Doggy Day Care on this site is in complete alignment with the Shire's thinking.</p>	<p>From an odour perspective it is noted that the development application is supported by a Business Plan and suite of operational Policies (i.e. Hygiene, Cleaning and Disinfection Policy) which are considered to mitigate any potential odour impact upon the surrounding area. Nonetheless, any odour emitted by the proposal is considered to be less detrimental to the amenity of the locality than the existing poultry farm.</p> <p>From a contaminated soil perspective, it should be noted that this is not a planning consideration.</p>
Submission 4	<p>Object.</p> <p>Working party lives in the vicinity of the Kennel and he is annoyed with this discomfort that he is 1 kilometer away and my house is only 600m away from the place allocated for dogs and I have lived with the smell of chooks for 20 years and now I don't want to listen to dogs now. As you are aware the area has plenty of opportunities to conduct industry in this area and don't want to jeopardise anything happening.</p>	<p>The independent Environmental Noise Assessment undertaken in association with the Doggy Day Care application confirms that the proposed activities is in full compliance with the Environmental Noise Regulations 1997 (being the appropriate legislation covering Doggy Day Care Centres). Submission 4 provides absolutely no evidence to contradict this.</p>	<p>Whilst the proposed land use of 'Animal Establishment' is currently prohibited in the Special Rural zone, the subsequent rezoning of the site (to Industrial) will render the proposed land use a Discretionary land use.</p> <p>From an acoustics perspective it is noted that the development application is supported by an Environmental Noise Assessment which concludes that the proposal</p>

**Summary of Submissions****Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107**

Submitter No.	Nature of Submission	Applicant/Owner Response	City of Kalamunda Response/ Recommended Modifications
		The City of Kalamunda has approved similar activities within Wattle Grove, and the applicant is unaware that these dog centres approved by the Kalamunda Council have adversely affected the area's development in any way.	<p>will be compliant with the Environmental Protection (Noise) Regulations 1997, subject to two (2) operational constraints. Please refer to the attached Environmental Noise Assessment for further information in this regard.</p> <p>From an odour perspective it is noted that the development application is supported by a Business Plan and suite of operational Policies (i.e. Hygiene, Cleaning and Disinfection Policy) which are considered to mitigate any potential odour impact upon the surrounding area. Nonetheless, any odour emitted by the proposal is considered to be less detrimental to the amenity of the locality than the existing poultry farm.</p>
Submission 5	<p>Object.</p> <p>This proposal is a mater operation 1-5 people in total working (for now). We object strongly to this proposal. As you are aware there are 3 homes within 300 to 400m of this proposed kennel ad the noise would be extreme. Tere are kennels over 2km away and we can hear these dogs when the wind blows from that direction.</p>	The independent Environmental Noise Assessment undertaken in association with the Doggy Day Care application confirms that the proposed activities is in full compliance with the Environmental Noise Regulations 1997 (being the appropriate legislation covering Doggy Day Care Centres). Submission 4 provides absolutely	<p>Whilst the proposed land use of 'Animal Establishment' is currently prohibited in the Special Rural zone, the subsequent rezoning of the site (to Industrial) will render the proposed land use a Discretionary land use.</p> <p>From an acoustics perspective it is noted that the development</p>

**Summary of Submissions****Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107**

Submitter No.	Nature of Submission	Applicant/Owner Response	City of Kalamunda Response/ Recommended Modifications
	All of this area is scheduled for redevelopment for industrial commercial uses and certainly there will be people wanting to establish some business type/uses either on or close to Welshpool-Coldwell or Brook intersection. This is therefore not an appropriate business for this location.	<p>no evidence to contradict this.</p> <p>The City of Kalamunda has approved similar activities within Wattle Grove, and the applicant is unaware that these dog centres approved by the Kalamunda Council have adversely affected the area's development in any way.</p>	<p>application is supported by an Environmental Noise Assessment which concludes that the proposal will be compliant with the Environmental Protection (Noise) Regulations 1997, subject to two (2) operational constraints. Please refer to the attached Environmental Noise Assessment for further information in this regard.</p> <p>From an odour perspective it is noted that the development application is supported by a Business Plan and suite of operational Policies (i.e. Hygiene, Cleaning and Disinfection Policy) which are considered to mitigate any potential odour impact upon the surrounding area. Nonetheless, any odour emitted by the proposal is considered to be less detrimental to the amenity of the locality than the existing poultry farm.</p> <p>In respect to staff numbers, it is noted that the recommendation imposes a condition constraining staff numbers to a maximum of four (4) people.</p>
Submission 6	Non-objection.		Noted.

**Summary of Submissions**  
**Proposed Alteration of a Non-Conforming Land Use (Doggy Day Care) – Lot 64 (56) Brook Road, Wattle Grove WA 6107**

Submitter No.	Nature of Submission	Applicant/Owner Response	City of Kalamunda Response/ Recommended Modifications
	I have no complaints. Very good neighbours.		
Submission 7	Non-objection.  I think this is a great idea and needed. Great venue.		Noted.
Submission 8	Non-objection.		Noted.



## SM-DS01.2 – Enforcement Management Procedure – Fire Breaks and Notices

Relevant Council Policy	Relevant City Policy
N/A	S- DS01 - Enforcement

### Purpose

To ensure that the City of Kalamunda is fair, consistent and proportionate in matters of compliance and enforcement.

### Detail

#### Enforcement of Fire Breaks and Notices

The risk of bushfire in the hills is extreme in many areas due to the presence of natural bushland, the geography of the area, and the scale of the potential fuel involved. Whilst the City will endeavour to educate landowners about their responsibilities under the Bush Fires Act and other legislation, the City will firmly enforce the provisions due to the impact such an event could have on the area.

Staff will visit and inspect as many properties as possible in the lead up to 1 November, by which time fire breaks must be established. Where properties do not meet the requirements, a bushfire safety inspection notice will be mailed out to inform the property owners of what they must do to bring the property into order. Not receiving a bushfire safety inspection notice is not an excuse for non-compliance.

Where private properties are inspected, non-compliance during the bush fire ban period will be enforced as follows:

**Minor non-compliance** – in instance where a minor issue requires addressing (such as a single branch not compliant with the notice or other minor issue) no infringement will be issued, providing the matter is attended to in accordance with a 14 day Notice to Comply.

**Non-compliance** – Where the notice has not been complied with, an infringement will generally be issued unless there are other mitigating circumstances. A 14 day Notice to Comply will also be issued. If the matter is not attended to, the City will engage a contractor to undertake the works, with a 12.5% administration fee in addition to the contractor's charges. This fee is in addition to the fines. Where a property owner continues to fail to address bush fire notices for multiple years, consideration will be given to legal action

Related Budget Schedule	
Authority	
Adopted	24 March 2014, amended by CEO 7 July 2015
Next Review Date	

# Fire Hazard Assessment Plan

## 2018-19 Season



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## RESTRICTED BURNING PERIOD

1st October 2018  
to  
30th November 2018

**PERMITS REQUIRED**

## PROHIBITED BURNING PERIOD

1st December 2018  
to  
31st March 2019

**NO BURNING PERMITTED**

## RESTRICTED BURNING PERIOD

1st April 2019  
to  
31st May 2019

**PERMITS REQUIRED**

## Acronyms

CBFCO	Chief Bush Fire Control Officer
CESM	Community Emergency Service Manager
FCO	Fire Control Officer
BRMS	Bushfire Risk Management System
BRMP	Bushfire Risk Management Plan
VFRS	Volunteer Fire & Rescue Service
BFB	Bush Fire Brigade
CRO	Customer Relations Officer
PR	Public Relations
OH&S	Occupational Health & Safety
DFES	Department of Fire & Emergency Services
EM	Emergency Management
BPZ / APZ	Building Protection Zone / Asset Protection Zone
DFM	Dead Flammable Material
FER	Fines Enforcement Agency
AHLG	All Hazards Liaison Group
AIIMS	Australasian Inter-Service Incident Management System
AR	Accounts Receivable
AS/NZS	Australian Standard / New Zealand Standard
AT	All terrain
BFAC	Bush Fire Advisory Committee
BFCO	Bushfire Control Officer
BFLO	Bush Fire Liaison Officer
BGU	Brigade / Group / Unit
BMP	Bush Fire Mitigation Program
CEMO	Community Emergency Management Officer
DFES	Dept. of Fire and Emergency Services (WA)



# STRATEGIC ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

## Priority 1: Kalamunda Cares and Interacts

**Objective 1.2** - To provide a safe and healthy environment for community to enjoy.

**Strategy - 1.2.1** Facilitate a safe community environment.

Measures of Success - Increasing compliance with fire protection requirements.

### Purpose

The City will increase compliance with fire protection requirements through a comprehensive fire assessment and community engagement program focused on ensuring the community has the resilience to respond and protect itself from danger and disaster. The City will improve community awareness, safety practices, asset preparedness and community resilience by issuing a Fire Hazard Reduction Notice and undertaking intensive engagement program to educate the community on the importance of being prepared, backed by a risk based fire hazard assessment program.

The City has a legislated right and responsibility to issue a Bush Fire Hazard Notice within the boundaries of the City under section 33 of the *Bush Fires Act 1954* (as amended).

Along with a Notice, the City commits to providing Fire Control Officers to assess and provide guidance for stakeholders and landowners within the City.

The City is also working alongside the Department of Fire and Emergency Services (DFES) in mapping the risk of assets within the City of Kalamunda using Bushfire Risk Management System. This will help identify and plan for more strategic approach to mitigation work and education for extreme and high risk assets.

The key objectives of this plan are:

- Protection and preservation of life.
- Protection of critical infrastructure and community assets.
- Protection of residential property.
- Protection of assets supporting individual financial sustainability.
- Protection of Environmental.
- Heritage and Cultural assets.



## SITUATION

The City encompasses a broad range of land uses and topography. This includes the Darling Scarp, National Forest, residential housing, lifestyle blocks, aged care facilities, hospitals, industrial uses, orchards and hobby farms. With such a variant of topographical features and vegetation on these properties, there is an inherent fire hazard danger and associated fire risk within the City.

The City of Kalamunda is resourced with the following team and team members:

- City of Kalamunda CBFCO/CESM
- City of Kalamunda Fire Control Officers
- City of Kalamunda Fire Mitigation Team
- City of Kalamunda Ranger Services
- City of Kalamunda Emergency Management Team
- Kalamunda Volunteer Bushfire Brigade
- Kalamunda Volunteer Fire & Rescue Service

The City comprises the following localities: Pickering Brook, Carmel, Bickely, Lesmurdie, Walliston, Kalamunda, Piesse Brook, Paulls Valley, Gooseberry Hill, Maida Vale, Wattle Grove/Kewdale, Forrestfield and High Wycombe.

Recent major events and reports such as the Keelty Report and Ferguson Report has guided the Emergency Management team to put a significant focus onto bushfire preparedness and mitigation to ensure a safe and resilient community.

The City has adopted a thorough assessment process by employing bushfire professionals as Fire Control Officers to help guide all stakeholders in better preparing in the event of a bushfire.

The assessments will be completed by FCOs, a FCO role is predominately in fire prevention within the legislative authority of the *Bush Fires Act 1954*. An FCO will also assist the CBFCO as required.

## Mission / Objectives

To improve community awareness, safety practices and asset preparedness. Improve community resilience by issuing a Fire Hazard Reduction Notice for compliance and an intensive engagement schedule to help educate the importance of preparedness.

# BUSHFIRE RISK MANAGEMENT SYSTEM (BRMS)


'Bushfire Risk Management System' is a digital database enabling DFES to log bushfire risk throughout Western Australia. This system allows the City to capture a tenure blind and data specific risk rating for all assets within its boundaries. The assets are divided into four categories, Cultural, Economic, Environmental and Human Settlement. Although majority of assets will be one or the other, the system provides the ability to rate multiple risks against the one asset, once all the risk data has been imputed, the system will automatically reflect the highest rating.

For example a reserve could be an environmental asset and economic as the City may charge for entry.

The rating takes into consideration the fuel type, fuel age, fuel density, separation distance, canopy cover and slope analysis.

Once all of this data is entered, a rating of 1A through to 5C will be produced.

The below risk matrix reflects 1A as the highest risk and 5C as the lowest.

				
Consequence \ Likelihood	Minor	Moderate	Major	Catastrophic
Almost certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)
Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)
Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)
Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)

Assets can be grouped if they are susceptible to the same risk. The tenure blind process mean that no matter who owns the land, the data mapped is completed to the same standard.

BRMS allows the officer to enter treatments (mitigation) against threats. These can be mechanical works, burning programs, education, spraying etc. The land owner does not have to comply with the request outside of fire season however the City is taking a more interactive and personal approach to achieve a better quality of land management before the fire season. Once a property has completed a treatment, the Kalamunda Bushfire Risk Management Officer will reassess the hazard and gather new data to see if it has been successful in reducing the risk.

Follow up treatments may be required.

# EXECUTION

In order to achieve our mission, we have broken it up into 6 phases. These phases are:

1. Education on 2018/2019 Fire Hazard Reduction Notice
2. Fire break variation, applications & approvals
3. Initial property assessment
4. Re- assessment for non-compliant properties
5. Take action (enforcement)
6. Request for withdrawal

## Phase 1. Education on 2018/2019 Fire Hazard Reduction Notice

Over the winter period the Emergency Management team will be working closely with Public Relations to develop and deliver educational products to the residents and stakeholders within the City.

A webpage will be developed within the current City website. This will show videos, photos, have self-assessment tools, links to other important stakeholders and more in-depth information for preparedness.

The Fire Hazard Reduction Notice will be sent via mail along with the rates as per the process over previous years.

PR will be holding engagement booths at major shows, use social media such as Facebook, the notice will be advertised twice with the local papers and be broadcast on digital displays at libraries and variable message boards.

See attached Communications strategy from Public Relations for the 2018/2019 Fire/Storm season.

## Phase 2. Variation to current requirements.

### What is a Variation?

A variation is an exemption to the conditions outlined in the 2018/2019 Fire Hazard Reduction Notice. The notice may change yearly so a variation will only be valid for 12 months.

Variations will only be approved if the CBFCO or their delegate recognise that it is impractical or not sustainable to meet the requirements of the Notice.

In most cases the representative will require additional works for the stakeholder to comply with in order to meet the same level of preparedness on that property. All requests for variations should be directed to the CBFCO for action.





History has shown that many variation have been granted for various reasons, we have now introduced a new variation tracking system in Synergy, this will collate to an assessment application that inspectors will use out in the field.

All current variations will be reviewed by September 2018 and either reissued for current fire season until the 1st October 2019 or canceled if not required/does not meet the current requirements for a variation. The CBFCO has the reasonability for review.

The CBFCO/CESM will advise the FCO's of any property variations that may impact upon initial fire hazard assessments via the means of information imputed into Synergy and reflected in the assessment application.

All variations are required to be submitted by 1st October 2018.

Once a variation is approved by the CBFCO/CESM, all associated documentation will be compiled, sent to the occupier/owner and saved in Synergy for record keeping purposes.

If a variation is received after 1st October 2018 the CBFCO will assess as per normal process, however will only be approved if there is absolutely no other way the land owner can comply. Variations for grazing or extensions will not be approved.

### **Phase 3. Initial property assessment**

Fire hazard assessments will be conducted by the City's FCOs. Initial assessments will commence on the 1st November 2018 and run throughout the season until 31st March 2019.

The City accepts that it does not have the resources to inspect every property so assessments will be carried out strategically from highest risk ratings from the Bushfire Risk Management System to the lowest.

After each category is assessed the FCOs will go back over and re-assess properties that have been issued work orders (cautions). Once the second assessments are completed the FCOs will move onto the next highest category and repeat the process until the end of the fire season.

The City has an objective to inspect as many assets within the City against the 2018-2019 Fire Hazard Reduction Notice for compliance by 31st March 2019 using a risk based approach.

The FCO will risk rate properties over the winter months in preparation for the fire season and approach owners strategically before the season to try and achieve compliance.

Throughout winter and summer the City will be logging treatments onto the BRMS system to keep an updated overview of the overall risk.

FCOs will be trained in late October by the CBFCO and Emergency Management team. A key focus of the training will be:

- Fire Hazard Reduction Notice. CBFCO to explain what is required with the notice and why.
- Safety of firefighting crews entering the property.
- When assessing a property, should there be any danger to unsuspecting crews, training to help identify what could be a hazard is required.
- Further Hazard reduction and community engagement.
- FCOs will help to identify what could be a future hazard and what the owners can do to help reduce it, this will be education only and is not enforced unless it is posing an immediate danger. DFES 5 min fire chats to be delivered where possible to residents encouraging and educating on awareness.
- OH&S
- The use of communications & devices.

The FCOs will be allocated areas that they will be responsible for inspecting. A description of areas will be listed at the end of this report on pages 17-25.

When conducting an assessment the FCO will adhere to the following key principles:

- Not enter any property that is marked "Red Flag" alone or without telling a senior.
- Will knock on every door and call out to see if someone is home.
- If a gate requires opening, it will be closed immediately after the FCO has passed through it.
- Will not drive at excessive speeds on private property or dig up ground unnecessarily.
- Will wear body cameras and record all assessments and interactions with residents.
- Will leave the property and arrange another assessment with a second officer if asked to not record with their body camera.
- Will drive the full fire break on each property, where possible.
- Identify non-compliance.

If a property cannot be accessed then a "non-accessible" form is to be filled out in the assessment application. This will produce an official letter that will be sent to the owner requesting an appointment.



### Access – Fire breaks

It is essential that large 4-wheel drive vehicles including Firefighting Trucks can drive SAFELY around a firebreak.

If a dead end firebreak is identified during the assessment, the Officer is to note the property down on the dangerous break register. This is an excel spreadsheet that is located on the M drive under FCO. [M:\FCO\2018-2019 Fire season Prep](#)

A fire break MUST be a 3m wide (max of 6m) and have a minimum height clearance of 4m. The fire break must be clear of flammable material, this means bare mineral earth.

A fire break must be in continuous form meaning a fire appliance can enter it at the gate and follow it continually around the property and exit at the other side of the gate.



Example of a **BAD** Fire Break



Example of a **GOOD** Fire Break

### Slashing – Fuel load

Properties must slash grass, weeds and flammable matter down to a height no greater than 50mm (5cm) this is due to the scientific research done on the amount of fuel a fire requires to build to its full potential. Grass at 50mm is equivalent to 7 ton per hectare of fuel, 8 ton of fuel per hectare is the maximum a property should hold.

All properties must not leave the dead remains on the ground, these must be removed as DFM.

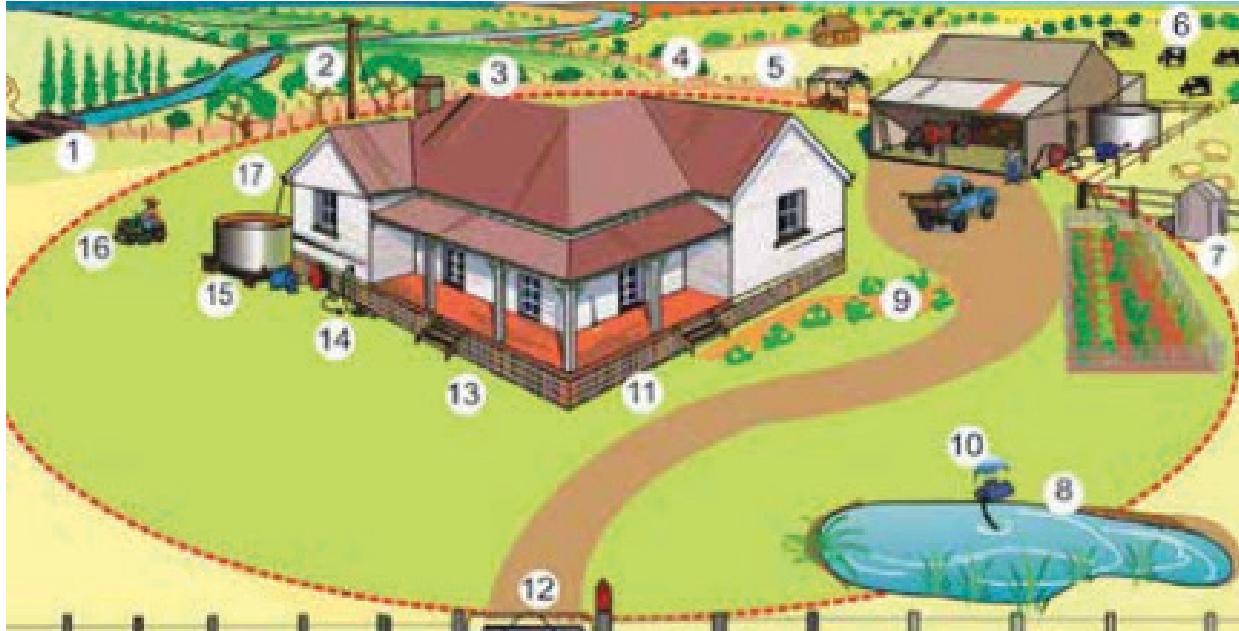


Example of a well slashed paddock

## Building/Asset Protection Zone – BPZ/APZ

**Properties over 4000m<sup>2</sup> must adhere to a quality building protection zone.**

- No trees or shrub over 2m in height within 2m of the house.
- All trees over 5m in height must be under pruned by 2m within the protection zone (20m)
- Fuel load must be kept to a minimal



## Dead Flammable Material

All piles of Dead Flammable Material (DFM) must be removed from the property. A fuel load of DFM over 8t per hectare is unacceptable and will need to be addressed, especially alongside driveways or fire breaks. The fuel load will be measured at the discretion of the FCO if they feel it is necessary. FCO has discretion to accept fuel loads up to 12T if they believe it does not pose an immediate threat.

The properties will be broken up into 4 different assessment requirements, over 4000m<sup>2</sup>, under 4000 m<sup>2</sup>, Vacant land over 2000m<sup>2</sup> and Vacant land.

### Over 4000m<sup>2</sup> require:

- Fire Break
- BPZ/APZ
- Grasses slashed
- Removal of DFM

### Under 4000m<sup>2</sup>

- Slash Grasses
- Clear gutters
- Removal of DFM

### Vacant land over 2000m<sup>2</sup>

- Fire Break
- Grasses slashed

### Vacant land

- Grasses slashed



## Phase 4. Re-assessment for non-compliant properties

If a property is deemed non-compliant a work order (caution) is to be issued outlining the areas of non-compliance, this will be sent via post. The owner will have 14 days from the date of the work order being created to comply with all of the required works. The City recognise the delay with Australia Post, this has been considered and is inclusive of the 14 day time frame.

Extensions to this timeline will be approved for the following reasons and evidence only:

- Owner obtains a City free skip bin – Must supply booking number or confirmation email and must be at the earliest possible availability, once a bin is delivered we will give the owner another 48hrs to comply.
- Owner obtains the services of a contractor – the contractor must advise the City of their clients booking, alternatively a paid invoice can be supplied by the owner. These works must be completed no more than 28 days from the date of work order, this will not be advertised to anyone as it will be a business rule.
- Owner has extenuating medical/other circumstances, this extension is to be approved by the CBFCO only.

Upon a follow up assessment, a City FCO may find additional issues, if these issues have been created recently, for example dead flammable material has been dumped as a result of slashing grass or clearing fire break, then an infringement will be issued including these items.

If the issue is a result of something missed through the first assessment then a new work order is to be issued outlining the new requirements.

In this phase it is crucial to ensure that timelines are met. In order to achieve this the team must work together and maintain excellent records. This will be done using the new Altus assessment app.

## Phase 5. Take Action

### Compliant:

Once the FCO has noted compliance, they are to close off the property within the inspection model of Altus as "assessed". This will close that open assessment.

### Non-Compliant:

1. Infringement to be issued to the owner of the property for contravention of Section 33 of the *Bush Fire Act 1954*.
2. Arrange for an infringement to be sent to the owner of the property.
3. Seek direction from Management if they want to utilise City contractors to complete the works at the cost of the owner.
4. Prepare a cover letter explaining what has occurred and why the owner has been issued with an infringement notice using standard template by CRO.
5. Update fire break compliance register in Altus with status of progress (Notes Field).

**If they fail to Pay**

1. Infringement notices will be lodged with the Fines Enforcement Agency (FER) for collection.
2. Contractor's invoices are to be followed up through the finance team's process.

**Phase 6. Request for Withdrawal**

Stakeholders issued an infringement have the right to have it reviewed, the process is outlined below:

1. The owner sends a request for withdrawal in writing to the City, the City will provide a form the landowner must fill out. If the form is not completed then the request will be rejected.
2. Every property must have a separate withdrawal request.
3. If the request is sent 56 days after original issue, a withdrawal will not be processed.
4. If the request is sent before the 56 days, then the CRO will put the account on hold and await instruction.
5. The officer with assistance from the CRO will produce a memo for withdrawal, this gathers all the information relevant to the decision made and asks for a further recommendation.
6. Memo is sent to Senior, Coordinator and Director for their recommendation.
7. If the Director is in agreeance that the infringement stands then the CRO will send a letter advising of the outcome and take the infringement off hold.
8. If the infringement is recommended to be withdrawn then the CRO will do so and advise reason for withdrawal, they will also send a written letter via post advising action.

Note: Director and management must supply written reasoning in a foot note for withdrawal or otherwise of the infringement.

**Administration and Logistics.**

CRO will be responsible for the distribution of all work orders, infringements and other documents as required.

The CRO will also be required to complete record keeping, phone calls and help book appointments upon FCOs request.

## Fit for use Vehicles x3

- 4 Wheel Drive
- All Terrain Tyres
- Bulbar & Side Protection
- Reverse Camera
- High Visibility Signage, same as Fire Appliances
- Alternating Warning Lights, High Intensive LED
- Cel-Fi 4G Booster Kit
- Tablet Holder
- Fire Extinguisher & First Aid Kit



## COMMUNICATION

Communication is via the normal processes for example email, reports, phone, correspondence and meetings.

Any communication will need to be logged in Synergy under an ICS or equivalent, emails are acceptable for general, internal requests only. If the matter is going to be larger than the two internal staff or maybe called upon officially at a later date it is to be logged as an ICS.

Refer to City policies for the communication standards.

At the end of each phase a quick catch up with the CBFCO and Coordinator of Community Safety will need to occur to ensure work quality and the process is running on time.

Telco radios will be supplied to every inspector and one for the office.

These radios double as a mobile phone, GPS, Distress button, Camera and emails.

The officers will be required to check in with the CRO every 30-45min to ensure their safety is not compromised.

These radios work off the 4G network so still require reception to work.

Vehicles working out of reception zones should be equipped with a City Midband radio – Tait 2200 or equivalent for emergencies.

Operation should be on channel 100 for the Midband radios and is monitored by Ranger Services.

## Personal Protective Equipment & Uniforms

- Vest – every inspector will be supplied a Personal Protective Vest, this will be yellow and have the ability to hold Radios, Note Pads, Body Cameras and ID tag.
- ID Tags – Every officer will be supplied an ID tag reflecting their authority to be worn at all times.
- Body Camera – Every officer is supplied a body camera, this will be on when attending any property or dealing with the public. This will be downloaded by a senior every day.
- Navy Blue Shirt – every officer will be supplied 3 navy blue shirts as part of their uniforms.
- Wide Brim Hat or Cap.
- Cargos – Full time staff will be supplied Cargos. Casual staff will be required to use their own cargos from S&H Clothing or their Brigade.
- Firefighting Boots – Full time staff only, casuals to use their brigade boots.
- Kit Bag – Every officer will get a kit bag for their paperwork and equipment, this is to be returned to the office each night.
- Yellow Rain Jacket – Full time staff only
- Level 1 BR9 Helmet – Full time Staff only
- Level 1 Jacket – FCO Epilates Full time staff only

## FIRE CONTROL OFFICER LIST

<b>Chief Bushfire Control Officer</b>	CBFCO	Michael Ward
<b>Deputy Chief Bushfire Control Officers</b>	DCBFCO 1	Sean Winter
	DCBFCO 2	David Carrol
<b>FCO City of Kalamunda – Full powers</b>	FCO 1	Duncan Reynolds KVBFB
	FCO 2	Steven Lake KVBFB
	FCO 3	Peter Wilson
	FCO 4	Philip Howe
	FCO 5	Michael Hall
	FCO 6	Nicholas Parry
	FCO 7	Robert Moiler - KVFRS
<b>FCO City of Kalamunda – Restricted Powers</b>	FCO 8	Tim Parry
	FCO 9	Gary MacMillan-Smith-Davies
	FCO 10	Megan Carter
	FCO 11	Sarah Zulberti
	FCO 12	Brenton Pope
	FCO 13	Philip Munckton



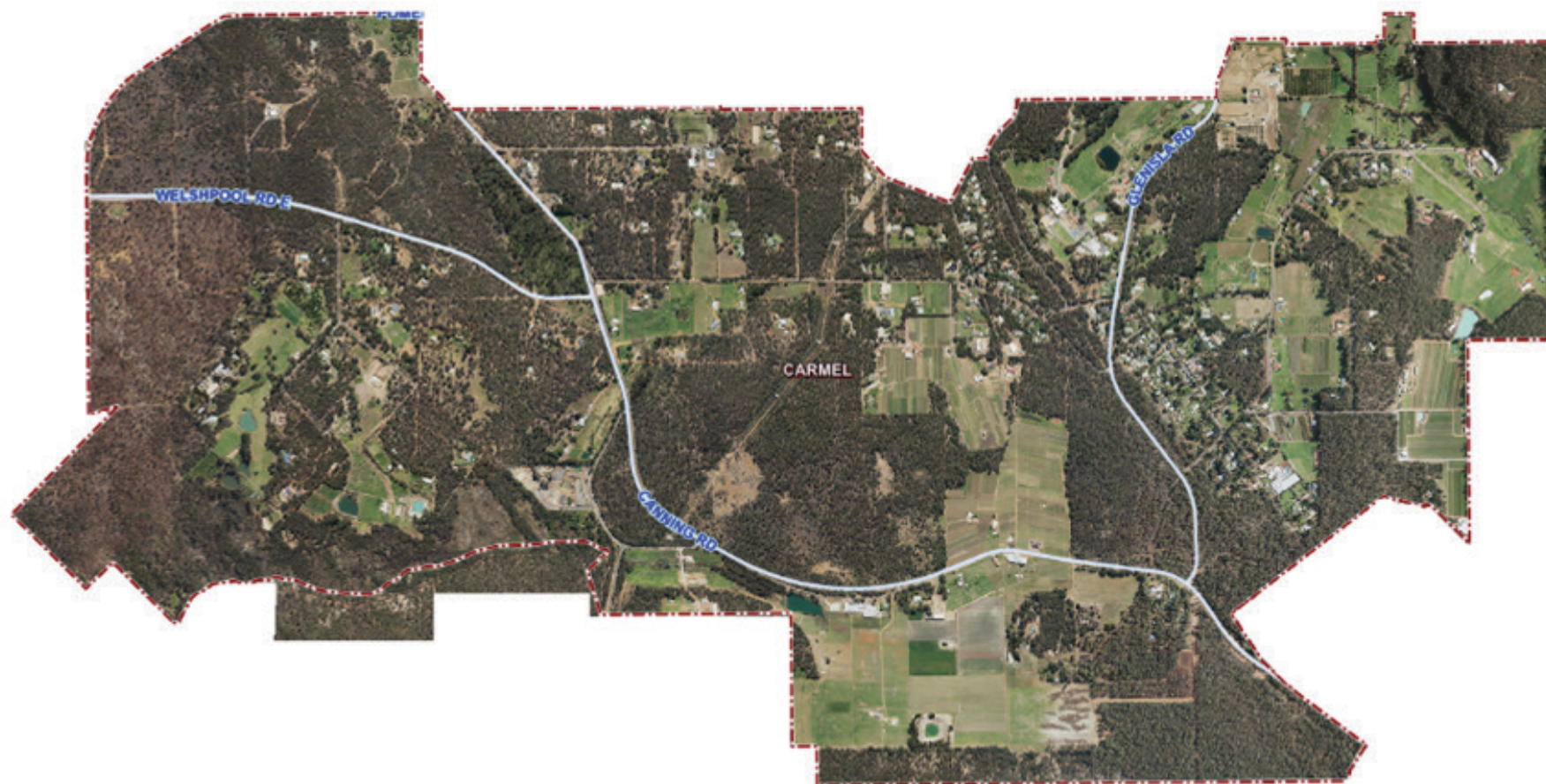
## Area Details

Suburb	No. of Properties	Zonings of Suburb
Bickely	303	-Rural -Semi-Rural -Residential
Canning Mills	46	-Rural
Carmel	317	-Rural -Semi-Rural -Residential
Forrestfield	5778	-Semi-Rural -Residential
Gooseberry Hill	1528	-Semi-Rural -Residential
Hacketts Gully	19	-Rural
High Wycombe	5458	-Semi-Rural -Residential
Kalamunda	3560	-Semi-Rural -Residential
Lesmurdie	3156	-Semi-Rural -Residential
Maida Vale	1873	-Semi-Rural -Residential
Paulls Valley	85	-Rural -Semi-Rural
Pickering Brook	276	-Rural -Semi-Rural -Residential
Piesse Brook	95	-Rural -Semi-Rural
Walliston	496	-Light Industrial -Semi-Rural -Residential
Wattle Grove/Kewdale	2341	-Semi-Rural -Residential
<b>Total Number of Properties</b>	<b>25331</b>	

## Bickley

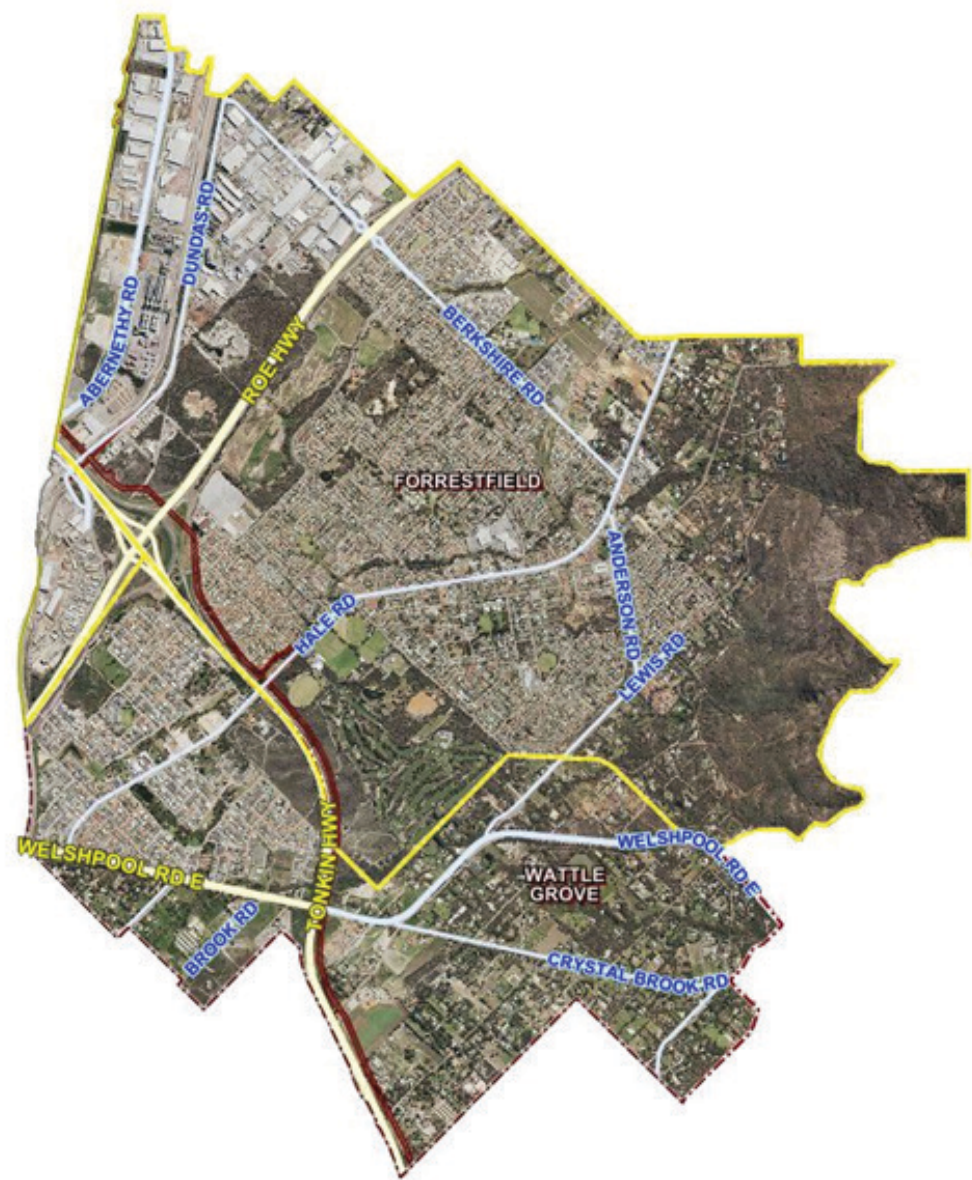


# Carmel





Forrestfield





## Canning Mills



## Gooseberry Hill





## Hacketts Gully



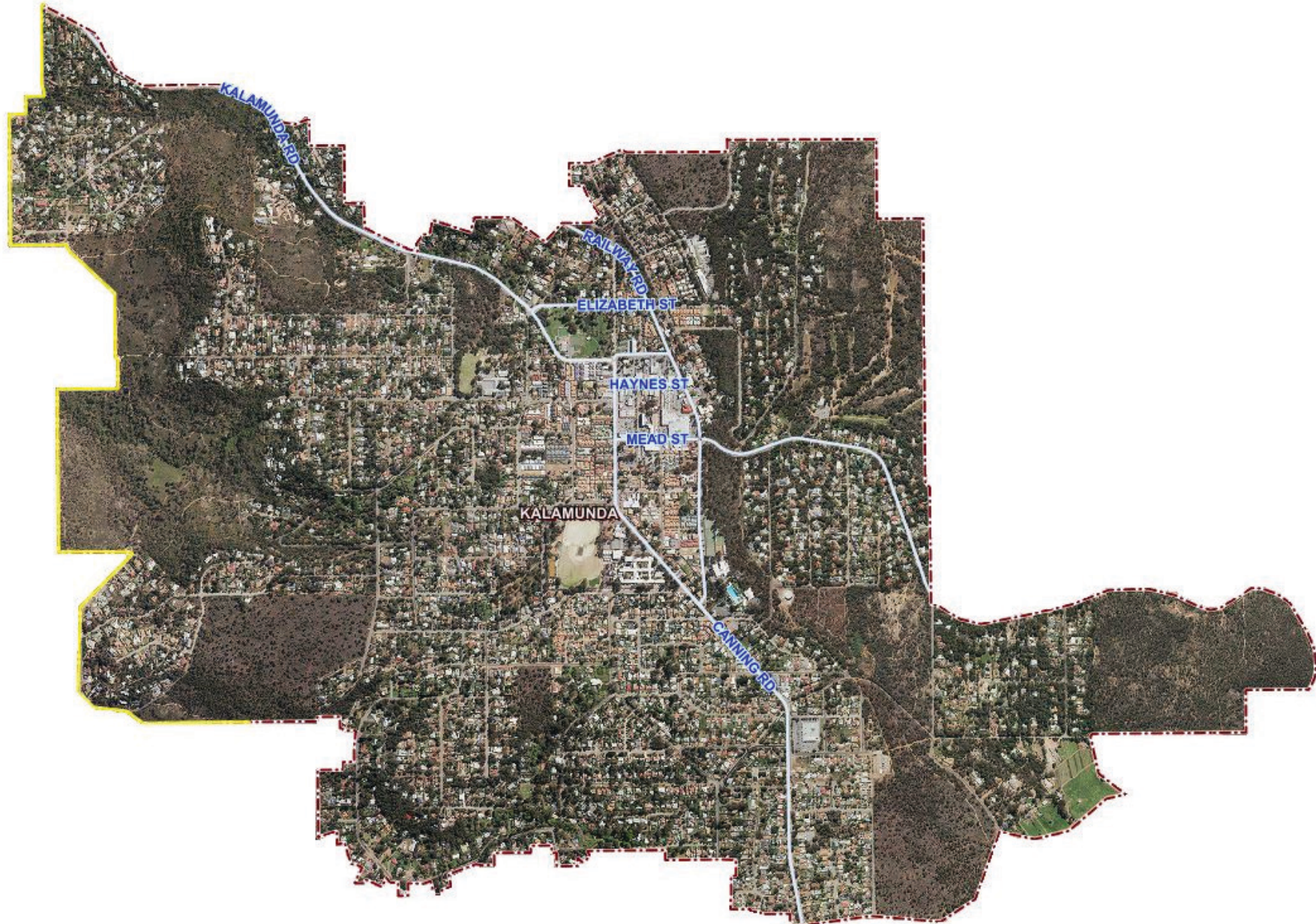


# High Wycombe



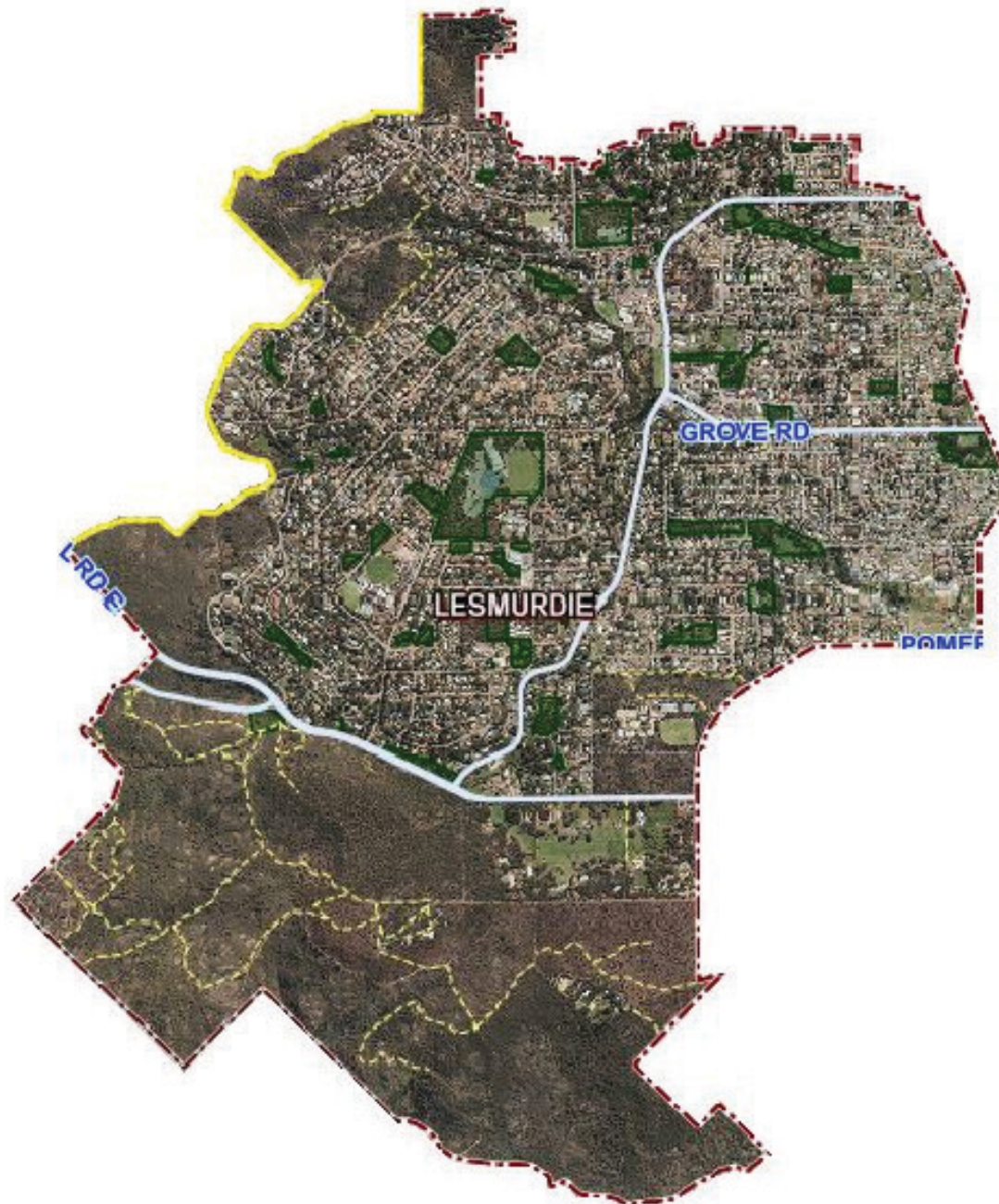


# Kalamunda





## Lesmurdie



## Maida Vale





## Paulls Valley





## Pickering Brook



## Piesse Brook





## Reservoir



## Walliston



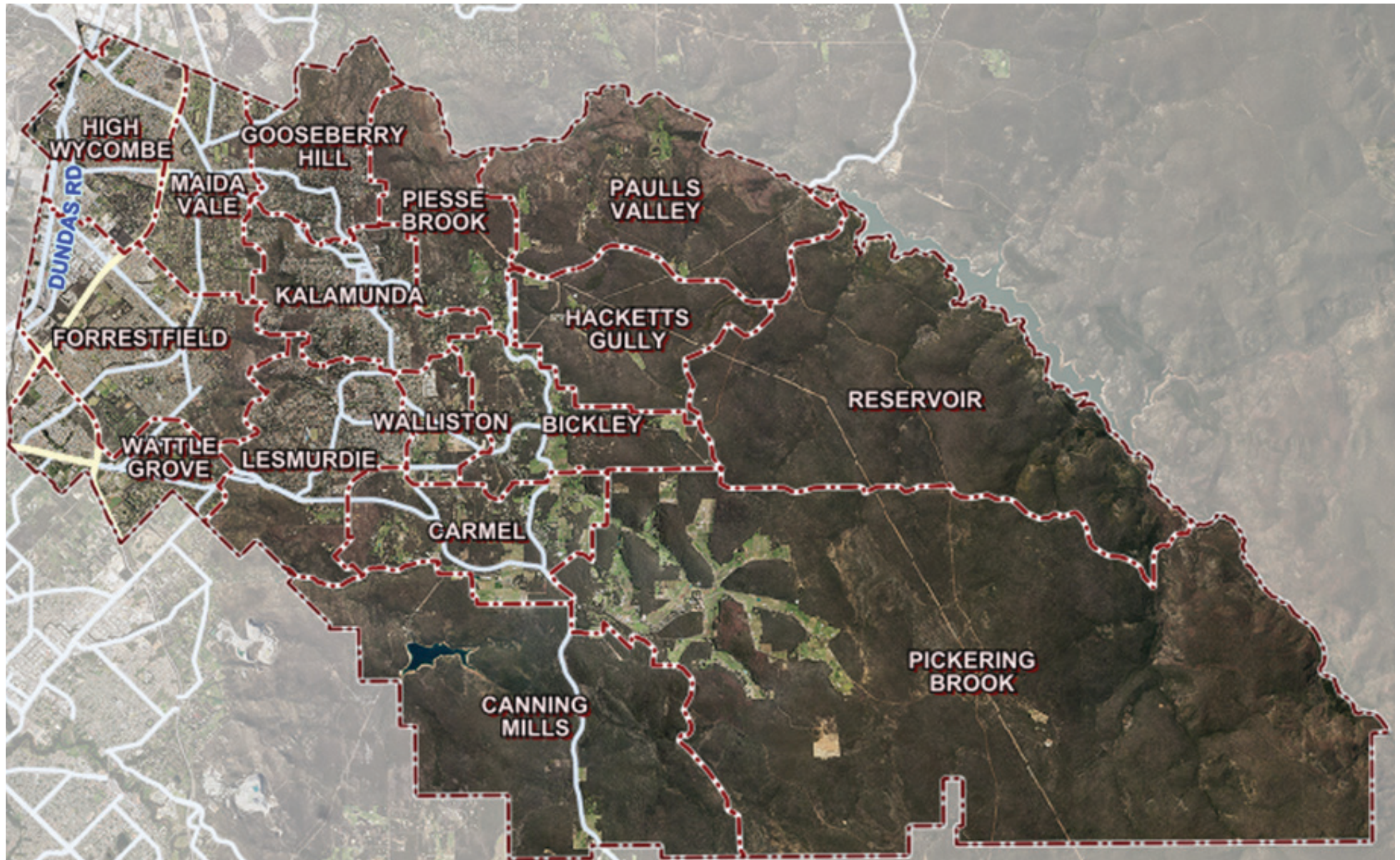


## Wattle Grove & Kewdale

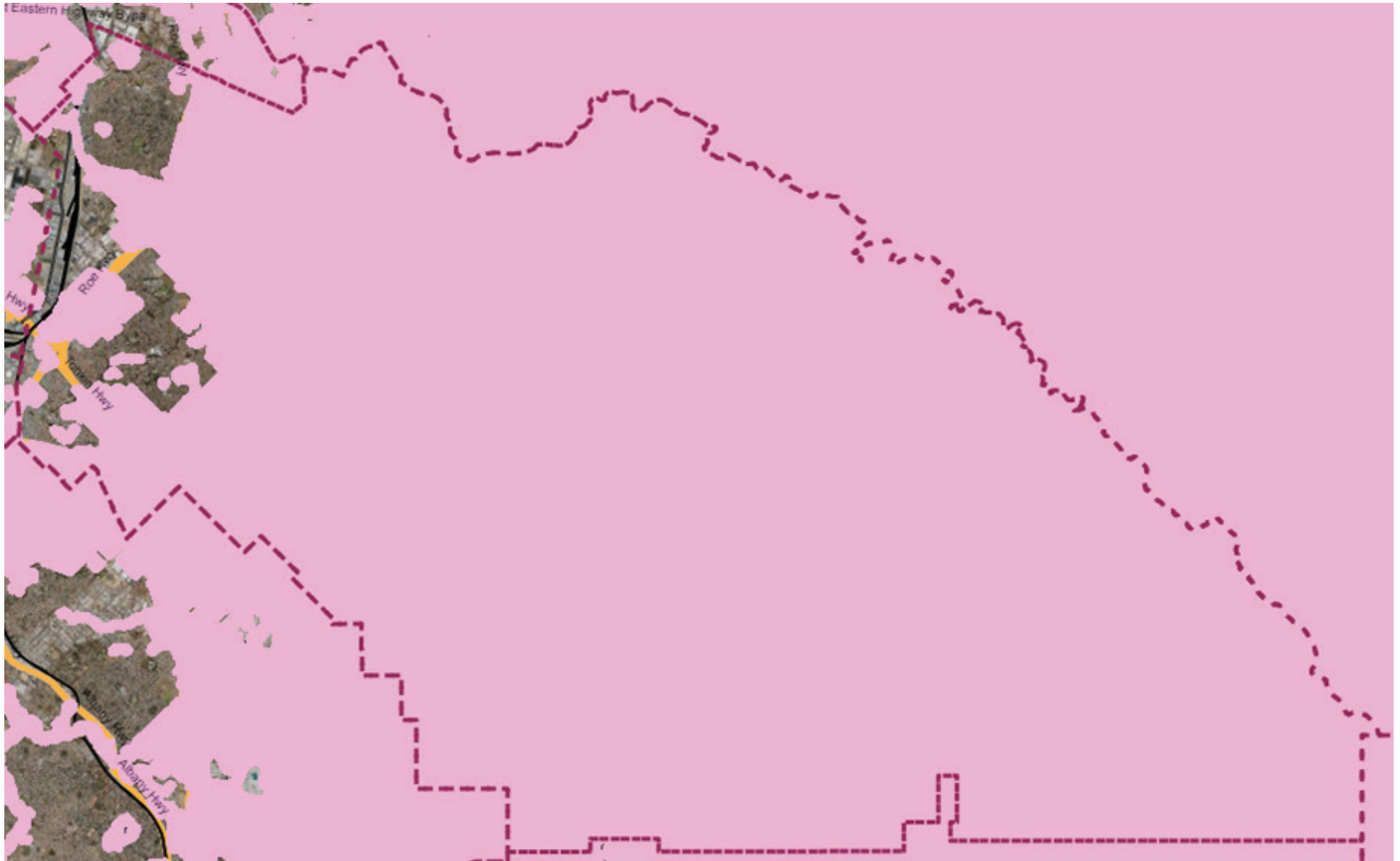




## City of Kalamunda Map



## Bush Fire Prone – Area shaded in Pink





## Frequently Asked Questions

Questions a Resident may ask	Response to questions
This is the first time that I have never heard of a 'Fire Notice'. Why was I not told before receiving this Work Order?	The Fire Hazard Reduction Notice is sent out annually with Rates. The Notice is also advertised several times leading up to the season via the city of Kalamunda Webpage, Facebook and local print media
Can I have an extension to complete the work?	The City does not provide extensions for work orders unless; A) a contractor has been engaged to complete the works on your behalf - NOTE: Contractor will need to notify the City on your behalf, advising of when the prescribed works are to be completed. The prescribed works must be completed as soon as possible; or B) Resident waiting on a skip bin from the City, in which they will have to provide the City an email copy of Cleanaway confirmation. These extension will only be granted via written confirmation from the City.
I have just had an Inspector on my property, is this allowed?	S39(1) Special powers of bush fire control officers Subject to the provisions of this Act a bush fire control officer appointed under this Act by a local government may, in the exercise of his functions and the performance of his duties under this Act, do all or any of the following things — (b) enter any land or building, whether private property or not; and (d) cause fire-breaks to be ploughed or cleared on land, whether private land or not, and take such other appropriate measures on the land as he may deem necessary for the purpose of controlling or extinguishing a bush fire or for preventing the spread or extension of the fire;
I only just received my work order, yet it was dated a few days ago. Can I have an extension?	The City recognised that Australia Post will sometimes be delayed and has worked this into the 14 day requirement.
What happens if I refuse to do the work?	If you refuse to do the work, you may be issued with an infringement. The City may employ a Contractor to carry out the prescribed works on High Risk, non-compliant properties, which will be charged to the property owner. Additionally, the City may prosecute you under the Bush Fires Act 1954 in Court, where you may face a \$5000 penalty and associated costs.
Why does the City of Kalamunda conduct Fire Hazard Assessment?	To ensure a safe and resilient community and to help control and prevent the spread of fire.



## Frequently Asked Questions

Questions a Resident may ask	Response to questions
Why is the Fire Inspector only inspecting my area?	The entire City is subjected to the annual Notice. We have multiple Fire Hazard Inspectors that conduct the assessments simultaneously across the City of Kalamunda. These FCOs will commence on the 1st of November annually.
I have my concerns about a fire hazard. How do I report it?	Please go to the City's website where you can lodge an online request. A Fire Hazard Inspector will then investigate the request and if deemed to be a fire risk, the appropriate action will be taken.
The City is not taking care of their Verges and yet I am being asked to complete a Work Order?	Please refer to the City's 'Verge maintenance Policy' or contact the City Parks Team on 9257 9809
What do I do if I receive a bush fire infringement and I don't agree with it?	If you wish to object to the infringement that you received, please lodge an online 'infringement request for withdrawal form' via the City's website. This will then be reviewed via the appropriate procedure. This has to be submitted to the City of Kalamunda within a 56 day period of the infringement being issued, otherwise the objection may not be considered.
Do you have a Contractor's List?	The City does not provide a Contractors List to residents. Contractors for the area can be found online via search engines and within local directories.
This is the first time that I have ever heard of a 'Fire Notice'. Why was I not advised of this before?	The Fire Hazard Reduction Notice is sent out annually with Rates. The Notice is also advertised several times leading up to the season via the city of Kalamunda Webpage, Facebook and local print media
What is a Variation?	A Variation is an exemptions to the conditions outlined in the notice.
Do I need a Variation?	If you consider a requirement set out in the notice to be impossible to comply with, then you may require a variation.
How do I apply for a Variation?	To apply for a variation, you must submit an online form on the City's website, outlining the reason/s as to why a variation is required and what alternative mitigating measures have been implemented. Variations will be assessed by the CBFCO and approved on a case by case basis. Variations are only valid for the season and are not automatically renewed.

## Frequently Asked Questions

Questions a Resident may ask	Response to questions
How will I know if my property has a variation?	Once you have applied for a variation, the City will send a confirmation letter advising the outcome and conditions.
What are firebreaks?	A firebreak is a 3 meter wide, bare mineral earth, cleared strip/track. A firebreak must not have any combustible materials present and must have a height clearance of 4 meters minimum. A firebreak is used for firefighting techniques and access for fire appliances in the event of an emergency incident. These breaks are must be in a continuous, trafficable form meaning a large vehicle can drive continuously and safe in one direction within the perimeter of the property and end up where they started.
What is the best method to install Firebreaks to my property?	There are many ways to achieve the desired outcome. The City suggests seeking professional advice from a Contractor.
When can I use a Fire Pit?	Please refer to the City's Website for Fire Restrictions and Information.



**City of Kalamunda**

2 Railway Road, Kalamunda WA

PO Box 42, Kalamunda 6926

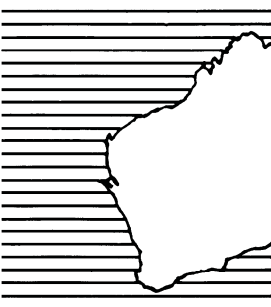
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Facsimile: (08) 9293 2715

Email: [enquiries@kalamunda.wa.gov.au](mailto:enquiries@kalamunda.wa.gov.au)

**[www.kalamunda.wa.gov.au](http://www.kalamunda.wa.gov.au)**





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# — PART 1 —

## COMMUNITY AND CHILD SERVICES

CN301

Adoption Act 1994  
Working with Children (Criminal Record Checking) Act 2004

### Child Protection Regulations Amendment (Fees) Regulations 2018

Made by the Governor in Executive Council.

#### Part 1 — Preliminary

##### 1. Citation

These regulations are the *Child Protection Regulations Amendment (Fees) Regulations 2018*.

##### 2. Commencement

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

#### Part 2 — *Adoption Regulations 1995* amended

##### 3. Regulations amended

This Part amends the *Adoption Regulations 1995*.

##### 4. Various fees amended

Amend the provisions listed in the Table as set out in the Table.

Table

Provision	Delete	Insert
r. 86B	\$256	\$259
r. 87(a)	\$1 009	\$1 019
r. 87(b)	\$1 328	\$1 341

Provision	Delete	Insert
r. 87(c)	\$874	\$883
r. 87A(1)	\$595	\$601

### **Part 3 — *Working with Children (Criminal Record Checking) Regulations 2005* amended**

#### **5. Regulations amended**

This Part amends the *Working with Children (Criminal Record Checking) Regulations 2005*.

#### **6. Schedule 3 amended**

In Schedule 3 items 1(a), 2 and 3 delete “\$84.00” and insert:

\$85.00

N. HAGLEY, Clerk of the Executive Council.

CN302

Children and Community Services Act 2004

## **Children and Community Services Amendment Regulations 2018**

Made by the Governor in Executive Council.

#### **1. Citation**

These regulations are the *Children and Community Services Amendment Regulations 2018*.

#### **2. Commencement**

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

#### **3. Regulations amended**

These regulations amend the *Children and Community Services Regulations 2006*.

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**4. Regulation 20A amended**

In regulation 20A:

- (a) delete paragraphs (c) and (e);
- (b) delete paragraph (f) and insert:
  - (f) the Housing Authority referred to in the *Housing Act 1980* section 6(4);
- (c) delete paragraph (g);
- (d) in paragraph (t) delete “section 61.” and insert:
  - section 61;
- (e) after paragraph (t) insert:
  - (u) the department of the Public Service designated as the Department of the Premier and Cabinet;
  - (v) the department of the Public Service principally assisting in the administration of the *Financial Management Act 2006*.

**5. Regulation 21 amended**

In regulation 21(1) delete the Table and insert:

**Table**

<b>Class of children</b>	<b>Amount (\$)</b>
Children who are under 7 years of age	\$411
Children who have reached 7 years of age but are under 13 years of age	\$486
Children who have reached 13 years of age	\$588

**6. Regulation 21B inserted**

After regulation 21A insert:

**21B. Prescribed personal material (Act s. 97(1))**

For the purposes of paragraph (e) of the definition of *personal material* in section 97(1), the following documents and materials are prescribed —

- (a) school test results and other material relating to the child’s education (such as awards, certificates, yearbooks, portfolios and artwork);



- (b) records and personal effects relating to the child's participation in recreational or extra-curricular activities (such as awards, medals, trophies and certificates);
- (c) the child's Medicare card and health care card;
- (d) the child's dental records;
- (e) the child's immunisation records;
- (f) the child's Tax File Number;
- (g) documents relating to the child's financial assets (such as bank account and trust account information and any cards linked to such accounts);
- (h) the child's learner's permit, driver's licence and any other identification documents;
- (i) the child's family tree or genogram;
- (j) gifts, letters and photographs received from the child's relatives, friends and carers;
- (k) the child's placement history;
- (l) documents or material relating to the child's religious identity (such as a baptism or confirmation certificate).

N. HAGLEY, Clerk of the Executive Council.

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## **FIRE AND EMERGENCY SERVICES**

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FE301

Fire and Emergency Services Act 1998

### **Fire and Emergency Services Amendment Regulations 2018**

Made by the Governor in Executive Council.

#### **1. Citation**

These regulations are the *Fire and Emergency Services Amendment Regulations 2018*.

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**2. Commencement**

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

**3. Regulations amended**

These regulations amend the *Fire and Emergency Services Regulations 1998*.

**4. Regulation 12A amended**

In regulation 12A delete “\$750.00.” and insert:

\$920.

N. HAGLEY, Clerk of the Executive Council.

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**LANDS**


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LA301

Land Administration Act 1997

## Land Administration Amendment Regulations 2018

Made by the Governor in Executive Council.

**1. Citation**

These regulations are the *Land Administration Amendment Regulations 2018*.

**2. Commencement**

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — 1 July 2018.

**3. Regulations amended**

These regulations amend the *Land Administration Regulations 1998*.

**4. Schedule 1 amended**

In Schedule 1 amend the provisions listed in the Table as set out in the Table.

**Table**

<b>Provision</b>	<b>Delete</b>	<b>Insert</b>
it. 1(a)	137.00	143.00
it. 1(b)	347.00	536.00
it. 1(c)	646.00	976.00
it. 1A	149.00	151.00

N. HAGLEY, Clerk of the Executive Council.

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**ROTTNEST ISLAND**


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RX301

Rottnest Island Authority Act 1987

## **Rottnest Island Amendment Regulations 2018**

Made by the Governor in Executive Council.

**1. Citation**

These regulations are the *Rottnest Island Amendment Regulations 2018*.

**2. Commencement**

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

**3. Regulations amended**

These regulations amend the *Rottnest Island Regulations 1988*.

**4. Schedule 6 amended**

- (1) In Schedule 6 item 1 delete “\$52.50” and insert:

\$53.50

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(2) In Schedule 6 item 2 delete “\$45.00” and insert:

\$45.50

#### 5. Schedule 7 amended

Amend the provisions listed in the Table as set out in the Table.

**Table**

<b>Provision</b>	<b>Delete</b>	<b>Insert</b>
Sch. 7 Pt. 1 it. 1	\$6.50 \$18.00 \$43.50	\$7.00 \$18.50 \$44.50
Sch. 7 Pt. 1 it. 2	\$8.00 \$24.00 \$54.00	\$8.50 \$24.50 \$55.00
Sch. 7 Pt. 1 it. 3	\$248.00 \$282.00 \$339.00 \$565.00	\$253.00 \$288.50 \$346.50 \$577.50
Sch. 7 Pt. 1 it. 5A	\$102.50	\$105.00
Sch. 7 Pt. 2 it. 5	\$53.50	\$54.50
Sch. 7 Pt. 2 it. 6	\$1 011.00	\$1 033.50
Sch. 7 Pt. 2 it. 6	\$101.00/m	\$103.50/m
Sch. 7 Pt. 2 it. 7A	\$22.00	\$22.50
Sch. 7 Pt. 2 it. 7B	\$275.00	\$281.00
Sch. 7 Pt. 3 it. 7	\$51.00/m	\$52.00/m

#### 6. Schedule 8 amended

Amend Schedule 8 as set out in the Table.

**Table**

<b>Delete</b>	<b>Insert</b>
\$58.00	\$59.50
\$418.50/m	\$428.00/m
\$669.00/m	\$684.00/m

N. HAGLEY, Clerk of the Executive Council.



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**TRANSPORT**

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TN301

Marine and Harbours Act 1981  
Motor Vehicle Drivers Instructors Act 1963  
Road Traffic (Administration) Act 2008  
Road Traffic (Vehicles) Act 2012  
Shipping and Pilotage Act 1967  
Western Australian Marine Act 1982  
Western Australian Photo Card Act 2014

**Transport Regulations Amendment (Fees and Charges) Regulations (No. 2) 2018**

Made by the Governor in Executive Council.

**Part 1 — Preliminary****1. Citation**

These regulations are the *Transport Regulations Amendment (Fees and Charges) Regulations (No. 2) 2018*.

**2. Commencement**

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

**Part 2 — *Marine and Harbours (Departmental Areas) Regulations 1998* amended****3. Regulations amended**

This Part amends the *Marine and Harbours (Departmental Areas) Regulations 1998*.

**4. Regulation 3A amended**

In regulation 3A:

- (a) in paragraph (a) delete “\$8.40;” and insert:  
  
\$9.00;
- (b) in paragraph (b) delete “\$127.00.” and insert:  
  
\$140.00.

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### **Part 3 — *Mooring Regulations 1998* amended**

#### **5. Regulations amended**

This Part amends the *Mooring Regulations 1998*.

#### **6. Schedule 2 amended**

In Schedule 2 delete the Table and insert:

<b>Item</b>	<b>Fee</b>
1. Application for mooring licence (r. 9(1)(c))	\$110.00
2. Annual mooring licence fee (r. 12(1)(c), 13(1))	\$600.00
3. Late fee (r. 13(3))	\$110.00
4. Exchange of mooring sites (r. 15(2)(b))	\$110.00
5. Application for transfer of mooring licence (r. 16(2)(b))	\$110.00
6. Substitution of licensed vessel (r. 25(5)(b))	\$110.00
7. Application to register additional vessel (r. 27(e))	\$110.00

### **Part 4 — *Motor Vehicle Drivers Instructors Regulations 1964* amended**

#### **7. Regulations amended**

This Part amends the *Motor Vehicle Drivers Instructors Regulations 1964*.

#### **8. Regulation 13 amended**

In regulation 13 in the Table item 1 delete “\$94.60” and insert:

\$101.40

### **Part 5 — *Road Traffic (Administration) Regulations 2014* amended**

#### **9. Regulations amended**

This Part amends the *Road Traffic (Administration) Regulations 2014*.

**10. Regulation 35 amended**

In regulation 35(2) in the Table:

- (a) in item 1 delete “18.00” and insert:

18.50

- (b) in item 2 delete “3.35” and insert:

3.40

**Part 6 — *Road Traffic (Vehicles)*  
Regulations 2014 amended**

**11. Regulations amended**

This Part amends the *Road Traffic (Vehicles) Regulations 2014*.

**12. Regulation 87 amended**

In regulation 87 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	116.00	96.50
Heavy vehicle examined at an inspection station	192.50	140.40
Heavy vehicle examined at a place other than an inspection station	276.70	230.55
All other vehicles	135.20	104.90

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**13. Regulation 88 amended**

In regulation 88 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	123.10	101.80
Heavy vehicle	206.55	149.70
All other vehicles	144.05	111.00

**14. Regulation 89 amended**

In regulation 89 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	117.00	97.25
Heavy vehicle	194.50	141.75
All other vehicles	136.45	105.75

**15. Regulation 90 replaced**

Delete regulation 90 and insert:

**90. Fees for vehicle examination in the Great Southern region**

The fees specified in the Table are payable by the owner of a vehicle for examination of the vehicle by the CEO in the Great Southern region for the purposes of the Act.



**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	116.15	96.60
Heavy vehicle	192.80	140.60
All other vehicles	135.40	105.05

**16. Regulation 91 amended**

In regulation 91 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	126.05	104.05
Heavy vehicle	212.45	153.60
All other vehicles	147.75	113.55

**17. Regulation 92 amended**

In regulation 92 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	116.95	97.20

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<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Heavy vehicle	194.35	141.65
All other vehicles	136.35	105.70

**18. Regulation 92A inserted**

After regulation 92 insert:

**92A. Fees for vehicle examination in the Peel region**

The fees specified in the Table are payable by the owner of a vehicle for examination of the vehicle by the CEO in the Peel region for the purposes of the Act.

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	116.00	96.50
Heavy vehicle	192.50	140.40
All other vehicles	135.20	104.90

**19. Regulation 93 amended**

In regulation 93 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	124.35	102.75

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Heavy vehicle	209.05	151.35
All other vehicles	145.60	112.05

**20. Regulation 93A amended**

In regulation 93A delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	117.25	97.45
Heavy vehicle	194.95	142.05
All other vehicles	136.75	105.95

**21. Regulation 94 amended**

In regulation 94 delete the Table and insert:

**Table**

<b>Vehicle</b>	<b>First examination (\$)</b>	<b>Subsequent examination (\$)</b>
Motor home or trailer without brakes, motor cycle, motor carrier, vehicle with engine change	117.35	97.50
Heavy vehicle	195.15	142.15
All other vehicles	136.85	106.05

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**22. Regulation 95 amended**

In regulation 95(1) delete the Table and insert:

**Table**

<b>Place of examination</b>	<b>Fee (\$)</b>
Place other than a region mentioned in this Division	104.90
Gascoyne region	111.00
Goldfields-Esperance region	105.75
Great Southern region	105.05
Kimberley region	113.55
Mid West region	105.70
Peel region	104.90
Pilbara region	112.05
South West region	105.95
Wheatbelt region	106.05

**23. Regulation 97 deleted**

Delete regulation 97.

**24. Various fees amended**

Amend the provisions listed in the Table as set out in the Table.

**Table**

<b>Provision</b>	<b>Delete</b>	<b>Insert</b>
r. 44(4)(a)	\$9.10	\$7.60
r. 48	\$8.90	\$4.10
r. 99(1)	\$12.10	\$11.00
r. 99(2)	\$12.10	\$11.00
r. 100	\$16.40	\$16.30
r. 101	\$9.80	\$4.55
r. 107	\$25.70	\$26.85
r. 112(a)	\$25.70	\$26.85
r. 112(b)	\$16.90	\$17.70



Provision	Delete	Insert
r. 112(d)	\$29.70	\$33.50
r. 112(f)	\$971.70	\$986.30
r. 112(g)(i)	\$235.30	\$238.80
r. 112(g)(ii)	\$116.30	\$118.05
r. 114(1)	\$17.70	\$17.95
r. 114(2)	\$17.70	\$17.95
r. 130(1)(a)	\$10 385.00	\$10 540.80
r. 130(1)(b)	\$2 078.00	\$2 109.15
r. 130(1)(c)	\$1 034.00	\$1 049.50
r. 130(1)(d)	\$206.50	\$209.60
r. 130(1)(e)	\$2 078.00	\$2 109.15
r. 130(1)(f)	\$90.20	\$91.55
r. 130(2)	\$518.50	\$526.30
r. 130(3)(a)	\$21.30	\$21.60
r. 130(3)(b)	\$21.30	\$21.60
r. 134(1)(b)	\$32.60	\$26.15
r. 134(3)	\$47.20	\$43.25
r. 235(4)	\$19.80	\$68.90

**Part 7 — *W.A. Marine (Certificates of Competency and Safety Manning) Regulations 1983* amended**

**25. Regulations amended**

This Part amends the *W.A. Marine (Certificates of Competency and Safety Manning) Regulations 1983*.

**26. Schedule 3 amended**

In Schedule 3 item 8 delete “\$175.00” and insert:

\$190.00

## **Part 8 — *Western Australian Photo Card Regulations 2014* amended**

### **27. Regulations amended**

This Part amends the *Western Australian Photo Card Regulations 2014*.

### **28. Regulation 7 amended**

In regulation 7 delete the Table and insert:

**Table**

<b>Item</b>	<b>Matter</b>	<b>Fee (\$)</b>
1.	Application for, and issue of, a photo card other than a photo card referred to in item 2 or 3	44.00
2.	Application for, and issue of, a replacement photo card in accordance with r. 4	30.00
3.	Application for, and issue of, an additional photo card in accordance with r. 5	44.00

N. HAGLEY, Clerk of the Executive Council.

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## **TREASURY AND FINANCE**

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TR301

Duties Act 2008

## **Duties Amendment Regulations 2018**

Made by the Governor in Executive Council.

### **1. Citation**

These regulations are the *Duties Amendment Regulations 2018*.

## 2. Commencement

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 1 July 2018.

## 3. Regulations amended

These regulations amend the *Duties Regulations 2008*.

## 4. Regulation 7 amended

- (1) In regulation 7(1) insert in alphabetical order:

*carriage of passengers or goods between prescribed places* has the meaning given in the *Interstate Road Transport Act* section 3(1);

*Interstate Road Transport Act* means the *Interstate Road Transport Act 1985* (Commonwealth);

- (2) In regulation 7(2):

- (a) in paragraph (b) delete “plant.” and insert:

plant;

- (b) after paragraph (b) insert:

- (c) a motor vehicle or trailer that was registered under the *Interstate Road Transport Act* section 9 and whose registration was in force immediately before the close of 30 June 2018.

- (3) Delete regulation 7(3) and insert:

- (3) For the purposes of section 244(b) of the Act, these classes of person are prescribed —

- (a) persons who own a tractor or tractor plant the vehicle licence charge payable for which is reduced under the *Road Traffic (Vehicles) Regulations 2014* regulation 81;
- (b) persons who own a motor vehicle or trailer referred to in subregulation (2)(c).

- (4) In regulation 7(4):

- (a) in paragraph (d) delete “purposes.” and insert:

purposes;

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(b) after paragraph (d) insert:

- (e) the carriage of passengers or goods between prescribed places or any purpose incidental to carriage of that kind.

Note: The heading to amended regulation 7 is to read:

**Classes of vehicles, persons and purposes prescribed  
(Act s. 244)**

N. HAGLEY, Clerk of the Executive Council.

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## — PART 2 —

### HEALTH

#### HE401

##### MENTAL HEALTH ACT 2014

##### MENTAL HEALTH (AUTHORISED MENTAL HEALTH PRACTITIONERS) REVOCATION ORDER (NO. 7) 2018

Made by the Chief Psychiatrist under section 539 of the *Mental Health Act 2014*.

#### 1. Citation

This Order may be cited as the *Mental Health (Authorised Mental Health Practitioners) Revocation Order (No. 7) 2018*.

#### 2. Commencement

This Order comes into operation as follows—

- (a) clauses 1 and 2—on the day on which this order is published in the *Gazette*;
- (b) clause 3—on the day after that day.

#### 3. Revocation of designation

The designation, as an authorised mental health practitioner of the mental health practitioners specified in Schedule 1 to this order is revoked.

##### Schedule 1

Name	Profession
Dickson, Karen	Occupational Therapist

Dr NATHAN GIBSON, Chief Psychiatrist.

19 June 2018.

#### HE402

##### MENTAL HEALTH ACT 2014

##### MENTAL HEALTH (AUTHORISED MENTAL HEALTH PRACTITIONERS) ORDER (NO. 6) 2018

Made by the Chief Psychiatrist under section 539 of the *Mental Health Act 2014*.

#### 1. Citation

This order may be cited as the *Mental Health (Authorised Mental Health Practitioners) Order (No. 6) 2018*.

#### 2. Commencement

This order comes into operation as follows—

- (a) clauses 1 and 2—on the day on which this order is published in the *Gazette*;
- (b) clause 3—on the day after that day.

#### 3. Authorised Mental Health Practitioner

The mental health practitioners specified in Schedule 1 to this order are designated as Authorised Mental Health Practitioners.

##### Schedule 1

Name	Profession
Roberts, Karen	Occupational Therapist
Griffiths, Sandra	Social Worker

Dr NATHAN GIBSON, Chief Psychiatrist.

19 June 2018.

22 June 2018

GOVERNMENT GAZETTE, WA

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HE403

**HEALTH PRACTITIONER REGULATION NATIONAL LAW  
(WESTERN AUSTRALIA) ACT 2010**

**HEALTH PRACTITIONER REGULATION NATIONAL LAW (WESTERN AUSTRALIA)**

**MEDICAL (AREA OF NEED) DETERMINATION (No. 14) 2018**

Made by the Chief Medical Officer, pursuant to section 67(5) of the Schedule of the *Health Practitioner Regulation National Law (Western Australia)*.

**Citation**

1. This determination may be cited as the *Medical (Area of Need) Determination (No. 14) 2018*.

**Commencement**

2. This determination comes into operation on the 22 July 2018.

**Area of need**

3. The area of need specified in the Schedule is determined to be an area of need for the purposes of section 67(5) of the Schedule of the *Health Practitioner Regulation National Law (Western Australia)*.

**Expiry of determination**

4. This determination expires on the 31 December 2019.

**SCHEDULE**

**RADIOLOGY SERVICES IN THE CITY OF BUSSELTON**

Dated this 18th day of June 2018.

Professor DAVID FORBES, A/Chief Medical Officer,  
Department of Health  
As delegate of the Minister for Health.

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## JUSTICE

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JU101

*CORRECTION***LEGAL PROFESSION RULES 2009****ELECTED MEMBERS AND MEMBERS OF THE LEGAL PRACTICE BOARD OF WESTERN AUSTRALIA**

An error occurred in the notice published under the above heading on page 1292 of *Gazette* No. 53 dated 13 April 2018 and is corrected as follows.

Delete—

Kanagammah Dharmananda SC

Insert—

Selva Kanagananda Dharmananda SC

JU401

**CIVIL LIABILITY ACT 2002****SPECIFIED AMOUNTS**

In accordance with the requirements of sections 10(3) and 13(3) of the *Civil Liability Act 2002*, I give notice that the following amounts apply for the purposes of those sections with effect on and from 1 July 2018—

Section 10(3)

Amount A: \$21,500

Amount C: \$63,500

Section 13(3)

Amount B: \$7,000

Hon JOHN QUIGLEY MLA, Attorney General.

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GOVERNMENT GAZETTE, WA

22 June 2018

**JU402****HIGHWAYS (LIABILITY FOR STRAYING ANIMALS) ACT 1983****HIGHWAYS (LIABILITY FOR STRAYING ANIMALS)  
(DAMAGES IN TORT OF NEGLIGENCE)**

Under section 4(3) of the Act—

**Adjustment of maximum damages amount**

From 1 July 2018, the amount that applies for the purposes of section 4(1) of the Act is \$4,116,000.

Hon JOHN QUIGLEY MLA, Attorney General.

**JU403****JUSTICES OF THE PEACE ACT 2004****APPOINTMENTS**

It is hereby notified for public information that Her Excellency the Governor in Executive Council has approved of the following to the Office of Justice of the Peace for the State of Western Australia—

Dawn Michelle Kelly of Warwick  
Michael John Wright of Woodvale

JOANNE STAMPALIA, Executive Director,  
Court and Tribunal Services.

**JU404****SUPREME COURT ACT 1935****CIRCUIT SITTINGS FOR 2019**

Pursuant to section 46 of the *Supreme Court Act 1935*, I hereby appoint the following sittings of the Supreme Court at circuit towns for the year 2019.

<b>Circuit Town</b>	<b>Date of Commencement</b>
Albany	14 January 29 April 2019 29 July 2019 7 October 2019
Bunbury	18 February 2019 27 May 2019 5 August 2019 4 November 2019
Busselton	18 February 2019 27 May 2019 5 August 2019 4 November 2019
Esperance	14 January 2019 29 April 2019 29 July 2019 7 October 2019
Geraldton	18 February 2019 1 April 2019 4 June 2019 22 July 2019 21 October 2019
Kalgoorlie	25 February 2019 17 June 2019 14 October 2019 2 December 2019
Carnarvon	11 March 2019
Karratha	13 May 2019
South Hedland	12 August 2019
Broome	2 September 2019
Derby	11 November 2019
Kununurra	

Dated the 18th day of June 2018.

WAYNE MARTIN, Chief Justice of Western Australia.

22 June 2018

GOVERNMENT GAZETTE, WA

2199

**JU405****SUPREME COURT ACT 1935****RULE OF COURT 2019****Sittings and Winter Vacation for 2019**

Pursuant to the powers conferred by the *Supreme Court Act 1935*, and all other powers hereunto enabling, the Judges of the Supreme Court hereby order as follows.

**PERTH CIVIL SITTINGS**

1. Civil sittings of the Supreme Court at Perth for the trial of causes and issues of fact during the year 2019 shall commence on Tuesday, 15 January 2019 and shall continue, except for the Easter and Winter vacations and for Public Service holidays, until Tuesday, 24 December 2019.

**PERTH CRIMINAL SITTINGS**

2. Criminal sittings of the Supreme Court to be held at Perth during the year 2019 shall commence on the following days—

Tuesday	15 January
Friday	1 February
Friday	1 March
Monday	1 April
Wednesday	1 May
Monday	3 June
Monday	3 July
Thursday	1 August
Monday	2 September
Tuesday	1 October
Friday	1 November
Monday	2 December

**WINTER VACATION**

3. The winter vacation for 2018 shall commence on Monday, 8 July 2018 and shall terminate on Friday, 19 July 2018.

Dated the 18th day of June 2018.

WAYNE MARTIN, Chief Justice of Western Australia.

**JU406****PRISONS ACT 1981****PERMIT DETAILS**

Pursuant to Section 15U of the *Prisons Act 1981*, I hereby revoke the following permit—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Manyoul	Deng Wal	MEL 0118

TONY HASSALL, Commissioner.

Dated: 28 May 2018.

**JU407****PRISONS ACT 1981****PERMIT DETAILS**

Pursuant to Section 15U of the *Prisons Act 1981*, the Commissioner of the Department of Corrective Services hereby revoked the following permits—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Hughes	Jason Martin	PA0067
Hutton	William James	AP0731

DAVID HUGHES, A/Assistant Director,  
Private Prison Contract Management.

Dated: 20 June 2018.



2200

GOVERNMENT GAZETTE, WA

22 June 2018

**JU408****PRISONS ACT 1981****PERMIT DETAILS**Pursuant to Section 15U of the *Prisons Act 1981*, I hereby revoke the following permit—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Dickson	Heidi	MEL0084

TONY HASSALL, Commissioner.

Dated: 11 June 2018.

**JU409****PRISONS ACT 1981****PERMIT DETAILS**Pursuant to Section 15U of the *Prisons Act 1981*, I hereby revoke the following permits—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Deacon	Barry	MEL0028
Kirifi	Tina	MEL0068

TONY HASSALL, Commissioner.

Dated: 11 June 2018.

**JU410****PRISONS ACT 1981****PERMIT DETAILS**Pursuant to Section 15U of the *Prisons Act 1981*, I hereby issue the following permits—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Hardy	Tanya Louise	MEL0087
House	Shane Bernard	MEL0088

TONY HASSALL, Commissioner.

Dated: 11 June 2018.

**JU411****PRISONS ACT 1981****PERMIT DETAILS**Pursuant to Section 15U of the *Prisons Act 1981*, I hereby issue the following permit—

<b>Surname</b>	<b>Other Name(s)</b>	<b>Permit No.</b>
Riddiough	Haleigh Jayne	MEL0096

TONY HASSALL, Commissioner.

Dated: 11 June 2018.

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## **LOCAL GOVERNMENT**

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**LG401****BUSH FIRES ACT 1954***Shire of Dandaragan***APPOINTMENTS**In accordance with the *Bush Fires Act 1954* Section 38, the Shire of Dandaragan has appointed the following officers to the respective positions for the 2018/19 fire season—**CHIEF BUSH FIRE CONTROL OFFICER/FIRE WEATHER OFFICER—**

Mr Richard Brown

22 June 2018

GOVERNMENT GAZETTE, WA

2201

## DEPUTY CHIEF BUSH FIRE CONTROL OFFICER—

Mr Aubrey Panizza

## COMMUNITY EMERGENCY SERVICES COORDINATOR/BUSH FIRE CONTROL OFFICER—

Mr Matthew Dadd

## AUTHORISED DEPUTY FIRE WEATHER OFFICERS—

Mr Bruce Cook

Mr Aubrey Panizza

Mr Colin McAlpine

## FIRE CONTROL OFFICERS—

Mr Richard Allen

Mr Hugh Roberts

Mr Peter Ivey

Mr Peter McIndoe

Mr Andrew Kenny

Mr Ray Glasfurd

Mr Matthew Leeds

Mr Josh Barnes

Mr David Wilson

Mr John Glasfurd

Mr Richard Hamilton

Mr Gary Peacock

Mr Dale Park

Mr Grant Creagh

Mr Shaun Turbett

Mr Chester Vanzetti

Mr Robert Wedge

Mr Simon Geddes

Mr Doug Wasley

Mr Adam Peacock

All previous appointments are hereby revoked.

BRENT BAILEY, Chief Executive Officer.

## LG501

**BUSH FIRES ACT 1954****FIRE HAZARD REDUCTION NOTICE 2018/2019***City of Kalamunda*

Notice to Owners and/or Occupiers of land situated within the City of Kalamunda

As a measure to assist in the control and prevention of bushfires and pursuant to the powers contained in Section 33 of the *Bush Fires Act 1954*, as the property owner or occupier of land within the City of Kalamunda, you are hereby required before 1 November 2018 to comply with the below conditions.

The applicable works outlined below, must be completed before 1 November 2018 and maintained up to and including 31 March 2019.

Persons who fail to comply with the requirements of this Notice may be issued with an infringement notice penalty (\$250) or prosecuted with an increased penalty (Maximum penalty \$5,000). Additionally, the City of Kalamunda may carry out the required work at cost to the owner/occupier.

**All vacant land****SLASH GRASS**

Have all flammable matter except living trees, shrubs and plants under cultivation, slashed, mowed or trimmed down by other means to a height no greater than 50mm across the entire property.

**Vacant land over 2000m<sup>2</sup>****SLASH GRASS**

Have all flammable matter except living trees, shrubs and plants under cultivation, slashed, mowed or trimmed down by other means to a height no greater than 50mm across the entire property

**INSTALL FIRE BREAK**

Install and maintain a 3m wide by 4m high clearance, bare mineral earth, trafficable fire break immediately inside the entire perimeter. A reticulated and maintained green lawn maybe accepted in lieu of a fire break.

**Properties 4000m<sup>2</sup> and under****SLASH GRASS**

Have all flammable matter except living trees, shrubs and plants under cultivation, slashed, mowed or trimmed down by other means to a height no greater than 50mm across the entire property.

**CLEAN GUTTERS**

Ensure the roofs, gutters and walls of all buildings are free of flammable matter.

2202

GOVERNMENT GAZETTE, WA

22 June 2018

**REMOVE DFM (Dead Flammable Material)**

Maintain all dead flammable material below 8 tonne per hectare. (See definition fuel load)

**Properties over 4000m<sup>2</sup>****SLASH GRASS**

Have all flammable matter except living trees, shrubs and plants under cultivation, slashed, mowed or trimmed down by other means to a height no greater than 50mm across the entire property.

**CLEAN GUTTERS**

Ensure the roofs, gutters and walls of all buildings are free of flammable matter.

**REMOVE DFM (Dead Flammable Material)**

Maintain all dead flammable material below 8 tonne per hectare. (See definition fuel load)

**INSTALL FIRE BREAK**

Install and maintain a 3m wide by 4m high clearance, bare mineral earth, trafficable fire break immediately inside the entire perimeter. A reticulated and maintained green lawn may be accepted in lieu of a fire break.

**ASSET PROTECTION ZONE (APZ)**

Install and maintain an (APZ) 20m fuel reduced zone, around buildings or an asset of value which extends from the outermost point, whether residential, commercial, industrial or environmental. Fuel reduced is a reduction in the vegetation sufficient to reduce the impact of bushfire onto that asset.

- Trees over 5m in height must be under pruned to a height of 2m from the ground
- Trees or shrubs within 2m of the asset, must be pruned to a height no greater than 2m
- Fuel load within 20 m of the asset must be kept to a minimum.

**Additional Works**

In addition to the noted requirements, regardless of land size and location, the City of Kalamunda or its duly authorised officer(s) may require you to undertake additional works on your property to improve access and/ or undertake further hazard reduction (Additional Works) where, in the opinion of the officer, such Additional Works are necessary to prevent the outbreak and/or the spread of a bush fire.

**Firebreak Variations**

If you consider for any reason that it is impractical to clear firebreaks as required by this Notice, or if natural features render firebreaks unnecessary, you may apply in writing to the City of Kalamunda or its duly authorised officers, not later than 1 October 2018, for alternative positions, or other methods of fire prevention on your land.

If permission is not granted, you must comply with the requirements of this Notice. This applies to variations to the Asset Protection Zone as well. The Chief Bush Fire Control Officer reserves the right to review and revoke any variation granted at any time.

**Fuel Dumps and Depots**

You are required to remove all flammable matter within (10) metres of where fuel drums, fuel ramps or fuel dumps are located, and where fuel drums, whether containing fuel or not, are

**Definitions**

**Fuel load**—This is the leaf litter on the ground inclusive of leaves, twigs (up to 6mm diameter) and bark. A litter depth of 15mm from the top of the layer to the mineral earth beneath is indicative of approximately 8 tonnes per hectare.

By order of the City of Kalamunda,

RHONDA HARDY, Chief Executive Officer.

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## MINERALS AND PETROLEUM

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MP401

**MINING ACT 1978****APPLICATION FOR AN ORDER FOR FORFEITURE**

Department of Mines, Industry Regulation and Safety,  
Karratha WA 6741.

In accordance with Regulation 49(2)(c) of the *Mining Regulations 1981*, notice is hereby given that the following licences are liable for forfeiture under the provision of Section 96(1)(a) of the *Mining Act 1978* for non payment of rent.

E. DE VRIES, Warden.

22 June 2018

GOVERNMENT GAZETTE, WA

2203

To be heard by the Warden at Karratha on 9 August 2018.

GASCOYNE MINERAL FIELD  
Miscellaneous Licences

L 09/28      Millar, James Arthur

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**MP402****MINING ACT 1978****APPLICATION FOR AN ORDER FOR FORFEITURE**

Department of Mines, Industry Regulation and Safety,  
Karratha WA 6741.

In accordance with Regulation 49(2)(c) of the *Mining Regulations 1981*, notice is hereby given that the following licences are liable to forfeiture under the provision of Section 96(1)(a) of the *Mining Act 1978* for breach of covenant, being failure to comply with the prescribed expenditure conditions and/or non-compliance with the reporting provisions.

E. DE VRIES, Warden.

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To be heard by the Warden at Karratha on 9 August 2018.

WEST PILBARA MINERAL FIELD  
Prospecting Licences

P 47/1828-S      Ryder, William Bernard  
Ryder, Andrew Paul James

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**MP403****MINING ACT 1978****INSTRUMENT OF EXTENSION OF TERM OF EXEMPTION OF LAND**

I, Richard John Rogerson, Executive Director, Resource Tenure, pursuant to section 19 of the *Mining Act 1978*, hereby extend the exemption originally declared on 26 June 2006 and published in the *Government Gazette* dated 26 June 2006 for that area described hereunder (not being private land or land that is the subject of a mining tenement or an application for a mining tenement) from Divisions 1 to 5 of Part IV of the *Mining Act 1978*, for a further period of two years, expiring on 25 June 2020.

**Locality**

Gracetown

**Description of Land**

Land designated S19/299 in the TENGRAPH electronic plan of the Department of Mines, Industry Regulation and Safety. A geospatial description is filed on the Department of Mines, Industry Regulation and Safety electronic file A0690/201201 and identified as document R02929722.

**Area of Land**

289.05 hectares

Dated at Perth this 15th day of June 2018.

RICHARD JOHN ROGERSON, Executive Director,  
Resource Tenure.

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**MP404****MINING ACT 1978****INTENTION TO FORFEIT**

Department of Mines, Industry Regulation and Safety,  
Perth WA 6000.

In accordance with Regulation 50(b) of the *Mining Regulations 1981*, notice is hereby given that unless the rent due on the under mentioned mining tenements are paid on or before 23 July 2018 it is the intention of the Minister for Mines and Petroleum under the provisions of sections 96A(1) and 97(1) of the *Mining Act 1978* to forfeit such for breach of covenant, being non-payment of rent.

DIRECTOR GENERAL.



2204

GOVERNMENT GAZETTE, WA

22 June 2018

Number	Holder	Mineral Field
EXPLORATION LICENCE		
E 16/337	Carnegie Gold Pty Ltd	Coolgardie
E 16/344	Siberia Mining Corporation Pty Ltd	Coolgardie
E 29/895	Mt Ida Gold Pty Ltd	North Coolgardie
E 30/334	Carnegie Gold Pty Ltd	North Coolgardie
E 30/449	Delta Resource Management Pty Ltd	North Coolgardie
E 31/1138	Gianni, Peter Romeo	North Coolgardie
MINING LEASE		
M 24/665	Heron Resources Limited Impress Energy Pty Ltd	Broad Arrow
M 29/411	Duffy, Michael Peter	North Coolgardie
M 39/790	Brewer, Gerard Victor	Mt Margaret

MP405

**MINING ACT 1978****FORFEITURE**

Department of Mines, Industry Regulation and Safety,  
East Perth WA 6004.

I hereby declare in accordance with the provisions of section 96A of the *Mining Act 1978* that the undermentioned mining tenement is forfeited for failure to comply with the rent obligations being failure to pay annual rent.

RICHARD JOHN ROGERSON, Executive Director,  
Resource Tenure.

Tenement	Holder	Mineral Field
EXPLORATION LICENCE		
30/482	McClaren, Kym Anthony McKenna, Robert Hector	North Coolgardie

## PLANNING

PL101

*CORRECTION***PLANNING AND DEVELOPMENT ACT 2005****APPROVED TOWN PLANNING SCHEME AMENDMENT***City of Mandurah*

Town Planning Scheme No. 3—Amendment No. 138

Ref: TPS/2147

It is hereby notified for public information that the notice under the above Amendment No. 138 published at page 1443 of the *Government Gazette* No. 61 dated 1 May 2018, contained an error which is now corrected as follows—

For the words—

No.18

To read—

No.19

M. NEWMAN, Chief Executive Officer.

22 June 2018

GOVERNMENT GAZETTE, WA

2205

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**POLICE**


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PO401

**ROAD TRAFFIC ACT 1974**  
**ROAD TRAFFIC CODE 2000**
**AUTHORISED PERSONS**

## Declaration

Regulation 272 of the Road Traffic Code—Obedience to Police or Authorised Persons

I, Christopher John Dawson, Commissioner of Police, acting pursuant to regulation 271 of the *Road Traffic Code 2000* hereby declare that a person who is a “licensed pilot vehicle driver” pursuant to regulation 3 of the *Road Traffic Code 2000* is an authorised person for the purposes of regulations 272(1)(a) and 272(1)(d) of the *Road Traffic Code 2000*—whilst performing their functions in facilitating the safe movement of an oversize vehicle escorted by a licensed pilot vehicle driver.

Dated: 14 June 2018.

CHRIS DAWSON, Commissioner of Police.

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Surname	First Name	State	Pilot Licence Number	Training Provider
Newton	Kevin	WA	01136	Keen Bros (WA)

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PO402

**ROAD TRAFFIC ACT 1974**  
**ROAD TRAFFIC CODE 2000**
**AUTHORISED PERSONS**

## Declaration

Regulation 272 of the Road Traffic Code—Obedience to Police or Authorised Persons

I, Christopher John Dawson, Commissioner of Police, acting pursuant to regulation 271 of the *Road Traffic Code 2000* hereby declare that a person who is a “licensed pilot vehicle driver” pursuant to regulation 3 of the *Road Traffic Code 2000* is an authorised person for the purposes of regulations 272(1)(a) and 272(1)(d) of the *Road Traffic Code 2000*—whilst performing their functions in facilitating the safe movement of an oversize vehicle escorted by a licensed pilot vehicle driver.

Dated: 19 June 2018.

CHRIS DAWSON, Commissioner of Police.

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Surname	First Name	State	Pilot Licence Number	Training Provider
Smith	Darren	NSW	01138	Pentrans Consulting

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PO403

**ROAD TRAFFIC ACT 1974**  
**ROAD TRAFFIC CODE 2000**
**AUTHORISED PERSONS**

## Declaration

Regulation 272 of the Road Traffic Code—Obedience to Police or Authorised Persons

I, Christopher John Dawson, Commissioner of Police, acting pursuant to regulation 271 of the *Road Traffic Code 2000* hereby declare that a person who is a “licensed pilot vehicle driver” pursuant to regulation 3 of the *Road Traffic Code 2000* is an authorised person for the purposes of regulations 272(1)(a) and 272(1)(d) of the *Road Traffic Code 2000*—whilst performing their functions in facilitating the safe movement of an oversize vehicle escorted by a licensed pilot vehicle driver.

Dated: 19 June 2018.

CHRIS DAWSON, Commissioner of Police.

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Surname	First Name	State	Pilot Licence Number	Training Provider
Hamence	Peter	VIC	01139	Allan Miller Transport
Davies	Glynn	WA	01140	Keen Bros (WA)

2206

GOVERNMENT GAZETTE, WA

22 June 2018

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## PREMIER AND CABINET

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**PR401**

### INTERPRETATION ACT 1984 ADMINISTRATION OF ACT

It is hereby notified for public information that on 13 February 2018, under the *Interpretation Act 1984* section 12(a), Her Excellency, the Honourable Kerry Gaye Sanderson AC, Governor of Western Australia, committed the administration of the *Industry and Technology Development Act 1998* to the Minister for State Development, Jobs and Trade.

DARREN FOSTER, Director General,  
Department of the Premier and Cabinet.

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## DECEASED ESTATES

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**ZX401**

### TRUSTEES ACT 1962 DECEASED ESTATES

#### Notice to Creditors and Claimants

Noreen Haywood Richardson, late of 20 Ardeana Crescent, Yakamia, Western Australia, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the deceased, who died on 2 March 2018, are required by the trustee of the late Noreen Haywood Richardson of care of Philip Wyatt Lawyer, PO Box 1026, Albany, Western Australia 6331 to send particulars of their claims to them within one (1) month from the date of publication of this notice, after which date the trustee may convey or distribute the assets, having regard only to the claims of which it then has notice.

Dated this 15th day of June 2018.

PHILIP WYATT LAWYERS.

**ZX402**

### TRUSTEES ACT 1962 DECEASED ESTATES

#### Notice to Creditors and Claimants

In the estate of Timothy Daniel Moran, late of 110 Gaston Road, Bullsbrook, Western Australia, Information Technology Technician, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the abovenamed deceased, who died on or before the 17th day of December 2016, are required by the personal representative Jacqueline Ruth Moran of 110 Gaston Road, Bullsbrook, Western Australia to send particulars of their claims to her by the 22nd day of July 2018, after which date the personal representative may convey or distribute the assets having regard only to the claims of which she then has notice.

**ZX403**

### TRUSTEES ACT 1962 DECEASED ESTATES

#### Notice to Creditors and Claimants

Joshua Peter Edwards, late of 11 Lennards Road, Lennard Brook, Western Australia, Truck Driver, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the deceased, who died on 9 May 2013, are required by the administrators of the estate, Peter Edwards and Ziggy Edwards of 11 Lennards Road, Lennard Brook, Western Australia 6503 to send particulars of their claim to them within one month from the publication date of this notice, after which date the Trustee may convey or distribute the assets having regard only to the claims of which he then has notice.

22 June 2018

GOVERNMENT GAZETTE, WA

2207

**ZX404****TRUSTEES ACT 1962****DECEASED ESTATES**

## Notice to Creditors and Claimants

Estate of the late Bernice Eileen Hall, late of Aegis The Pines, 167 Ponte Vecchio Boulevard, Ellenbrook, Western Australia, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the deceased, who died on 22 September 2016, are requested by the Executor, Murray Noel Thornhill, care of HHG Legal Group, Level 1, 16 Parliament Place, West Perth, Western Australia to send particulars of their claims to the address stated herein within 30 days of publication of this notice, after which date the personal representatives may convey or distribute the assets having regard only to the claims of which they then have notice.

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**ZX405****TRUSTEES ACT 1962****DECEASED ESTATES**

## Notice to Creditors and Claimants

Desiree Yasmin Daley, late of 31 Lansdowne Entrance, Canning Vale in the State of Western Australia, Customer Liaison Officer, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the deceased, who died on 4 September 2017 at 31 Lansdowne Entrance, Canning Vale in the State of Western Australia, are required by the trustee Lourdes Eva Daley, c/- Avon Legal Suite 7, 9 The Avenue, Midland in the State of Western Australia to send particulars of their claims to her within 30 days of publication of this notice, after which date the trustee may convey or distribute the assets, having regard only to the claims of which she then has notice.

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**ZX406****TRUSTEES ACT 1962****DECEASED ESTATES**

## Notice to Creditors and Claimants

In the matter of the estate of June Elizabeth Thomas, late of Bethany Fields, 111 Eaton Drive, Eaton in the State of Western Australia, deceased.

Any person having a claim (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the deceased, who died on 21 February 2017, are required by the Administrator, Maxine Elizabeth Jordan of 9 Flinders Court, Thornlie in the State of Western Australia, to send particulars of their claims to her within one (1) month from the date of publication of this notice, after which date the Administrator may convey or distribute the assets, having regard only to the claims of which she then has notice.

MAXINE JORDAN.

**ZX407****TRUSTEES ACT 1962****DECEASED ESTATES**

## Notice to Creditors and Claimants

Aileen Mary James, late of 7 Memorial Avenue, Carlisle, Western Australia, deceased.

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the estate of the said deceased who died on 22 December 2017 are required by the Personal Representatives, Richard Thomas James and Frances May James c/- Carlo Primerano & Associates Barristers and Solicitors, Suite 12, 443 Albany Highway, Victoria Park WA 6100 to send particulars of their claims to them by Monday, 23 July 2018, after which date the Personal Representatives may convey or distribute the assets having regard only to the claim s of which they then have notice.

Dated this 22nd day of June 2018.

CARMELO PRIMERANO, c/o Carlo Primerano & Associates,  
Barristers and Solicitors, Suite 12, 443 Albany Highway,  
Victoria Park WA 6100.



2208

GOVERNMENT GAZETTE, WA

22 June 2018

ZX408

**TRUSTEES ACT 1962****DECEASED ESTATES****Notice to Creditors and Claimants**

Creditors and other persons having claims (to which Section 63 of the *Trustees Act 1962*, relates) in respect of the Estates of the undermentioned deceased persons are required to send particulars of their claims to me on or before 22 July 2018, after which date I may convey or distribute the assets, having regard only to the claims of which I then have notice.

Baehnisch, Philip Neil (also known as Phillip Neil Baehnisch), late of 29 Clarke Way, Bassendean who died 5.10.2017 (PM30306967 TM53).

Bouwhuis, Hermannus Johannes Gerardus (also known as Herman Bouwhuis), late of Midland Convalescent Hospital, 44 John Street, Midland, formerly of 11 Balaka Way, Queens Park who died 21.02.2018 (DE19540644 EM22).

Butcher, Stephen, late of Unit 3, 23 Stevens Street, Port Hedland who died 15.09.2017 (DIR33147380 EM23).

Chapman, Jeffrey Frank, late of 47 Challenger Road, Madora Bay who died 25.05.2018 (DE19690834 EM313).

McMeekin, George, late of Graceford Hostel, 18 Turner Road, Byford who died 17.05.2018 (DE19952866 EM37).

Stone, Mathew (also known as George Stone), late of St Rita's Nursing Home, 25 View Street, North Perth, formerly of 113 Eton Street, North Perth who died 21.05.2018 (DE19990007 EM110).

Turner, Lorraine Dawn, late of 27 Pearson Drive, Success who died 3.05.2016 (PM33042934 TM53).

BRIAN ROCHE, Public Trustee,  
553 Hay Street, Perth WA 6000.  
Telephone: 1300 746 212

ZX409

**PUBLIC TRUSTEE ACT 1941****ADMINISTERING OF ESTATES**

Notice is hereby given that pursuant to Section 14 of the *Public Trustee Act 1941* and amendments the Public Trustee has elected to administer the estate of the undermentioned deceased person.

Dated at Perth on this 22nd day of June 2018.

BRIAN ROCHE, Public Trustee,  
553 Hay Street, Perth WA 6000.  
Telephone: 1300 746 212

<b>Name of Deceased</b>	<b>Address</b>	<b>Date of Death</b>	<b>Date Election Filed</b>
Sing, David William (DE33110593 EM26)	Late of Belair Gardens Caravan Park, 463 Marine Terrace, Geraldton	17 March 2018	8 June 2018

## PUBLIC NOTICES

ZZ401

**DISPOSAL OF UNCOLLECTED GOODS ACT 1970****DISPOSAL OF UNCOLLECTED GOODS****Notice under Part III of Intention to Sell or Otherwise Dispose of Goods**

To: Trudi Sawyer of Unit 46, 146 St Andrews Drive, Yanchep WA 6035, Bailor.

You were given notice on 7 September 2016, that the following goods, Black Ford Falcon, registration 1EGT272 situated at 32 Pembroke Road, Broome WA 6725 were ready for redelivery.

The goods are goods to the value of \$3,500 to which Part III of the Act applies.

It is intended to sell or dispose of the goods in accordance with the Act unless not more than 1 month from the date of giving of this notice you either—

- take redelivery of the goods or give directions for their redelivery; or
- give notice in writing to King Tide Towing (Bailee) that you claim the goods exceed \$3 500 in value.

Dated: 14 June 2018.

IAN ANDERSON, Manager and Director,  
King Tide Towing, Bailee.

22 June 2018

GOVERNMENT GAZETTE, WA

2209

**ZZ402****DISPOSAL OF UNCOLLECTED GOODS ACT 1970****DISPOSAL OF UNCOLLECTED GOODS**

Notice under Part III of Intention to Sell or Otherwise Dispose of Goods

To: Phillip Moke, Address Unknown, Bailor.

You were given notice on 11 October 2017, that the following goods, Red Holden Commodore, registration 1DCG844 situated at 32 Pembroke Road, Broome WA 6725 were ready for redelivery.

The goods are goods to the value of \$3,500 to which Part III of the Act applies.

It is intended to sell or dispose of the goods in accordance with the Act unless not more than 1 month from the date of giving of this notice you either—

- (a) take redelivery of the goods or give directions for their redelivery; or
- (b) give notice in writing to King Tide Towing (Bailee) that you claim the goods exceed \$3 500 in value.

Dated: 19 June 2018.

IAN ANDERSON, Manager and Director,  
King Tide Towing, Bailee.

**ZZ403****DISPOSAL OF UNCOLLECTED GOODS ACT 1970****DISPOSAL OF UNCOLLECTED GOODS**

Notice under Part III of Intention to Sell or Otherwise Dispose of Goods

To: Julliane Josephs, Address unknown, Bailor.

You were given notice on 1 January 2018, that the following goods, White Toyota Landcruiser, registration 1BTD178 situated at 32 Pembroke Road, Broome WA 6725 were ready for redelivery.

The goods are goods to the value of \$3,500 to which Part III of the Act applies.

It is intended to sell or dispose of the goods in accordance with the Act unless not more than 1 month from the date of giving of this notice you either—

- (a) take redelivery of the goods or give directions for their redelivery; or
- (b) give notice in writing to King Tide Towing (Bailee) that you claim the goods exceed \$3 500 in value.

Dated: 19 June 2018.

IAN ANDERSON, Manager and Director,  
King Tide Towing, Bailee.

**ZZ404****CHARITABLE TRUSTS ACT 1962****APPLICATION TO VARY TERMS OF TRUST ESTATE OF MAUDE IRENE SHOLL**

Take notice that—

1. The Public Trustee as executor of the Will of Maude Irene Sholl has applied to the Supreme Court for the approval of a scheme whereby the trust created by the Will of Maude Irene Sholl dated 9 July 1988 be varied as follows—
  - (i) In paragraph (c) by adding the words “during the first twenty one (21) years after my death” at the beginning;
  - (ii) In paragraph (d) by substituting the words “during the first twenty one (21) years after my death to pay the remainder of the income each year from the capital fund and thereafter in perpetuity to pay the whole of the income each year from the capital fund” for the words “to pay in perpetuity the remainder of the income each year from the capital fund”;
2. The date proposed for the hearing of the application by the Court is 7 August 2018 at 9.45 am;
3. Any person desiring to oppose the scheme is required to give written notice of his intention to do so to the Principal Registrar of the Supreme Court, the Public Trustee (quoting EM 33) and the Attorney General not less than 7 clear days before that date.

# ROADS

## Asset Management Plan



**city of**  
**kalamunda** 199

Document Control					
Document ID: Roads Asset Management Plan – 2018					
Rev No	Date	Revision Details	Author	Reviewer	Approver
Ver 1.0	16/08/2018	Published for Council report	DB	BJ	



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## 1. EXECUTIVE SUMMARY

The City of Kalamunda (the City) provides a 617 km long network of roads and other infrastructure assets within its road reserves. The focus of this Roads Asset Management Plan (AMP) is on the constructed transport related assets ("Roads assets") within road reserves, including off street car parking facilities. Pathways are covered within the Pathways AMP.

The quantity, replacement cost, fair value, condition and age of each Asset Category covered in this AMP are summarised in the Table 1.

**Table 1: Roads Asset Summary**

Road Asset Category	Quantity	Total Replacement Cost as at 30/06/18	Written Down Value as at 30/06/18	Average Condition Rating	Average Age in Years
<b>Roads</b>	617 km	196.0	167.6	Surface -2.0 Pavement – 1.1	Surface -19 Pavement - 35
<b>Kerbs</b>	884 km	19.0	13.5	2.0	34
<b>Road Bridges</b>	4	1.0	0.6	2.3	69
<b>Bus Shelters</b>	190	1.9	1.0	3.0	46
<b>Car parks</b>	273 carparks - total area 225,000 m <sup>2</sup>	8.4	5.5	Surface -2.4 Pavement – 2.3	Surface -20 Pavement - 37
<b>Road Safety Barriers</b>	7.5 km	0.9	0.6	2.0	13
<b>Total (Millions)</b>		<b>227.1</b>	<b>188.7</b>		

Funds currently allocated for new, renewal and maintenance of all Roads assets in the 2018–2028 Long Term Financial Plan (LTFP) are summarised in Table 2:

**Table 2: Current LTFP Amounts 2018-2028 (Millions)**

Asset Category	New	Renewals	Maintenance
Roads – Municipal funding	14.44	14.67	20.79
Roads – Grant funding	9.75	16.09	0
Roads – Total	24.19	30.75	20.79
Bus shelters – Municipal funding	0.37	0.31	0
Bus shelters – Grant funding	0.02	0.06	0.30
Bus shelters – Total	0.39	0.37	0.30
Car parks – Municipal funding	3.75	1.94	1.85
Car parks – Grant funding	0.24	0	0
Car parks – Total	3.99	1.94	1.85
Subtotal Municipal funding	18.56	16.92	22.64
Subtotal Grant funding	10.01	16.15	0.30
Total all	28.57	33.06	22.94

In a 2016 Community Satisfaction Survey, 74% of respondents stated that they are satisfied with the maintenance of the City's roads. However, 50% of the respondents to the community consultation indicated that they believe the road surfaces are not up an acceptable condition. This appears to be the result of the dissatisfaction with minor and general defects in road surfaces, and surfaces that appear to be in poor condition.

The high risks for the City in respect of roads assets need to be managed by:

- Establishing appropriate maintenance inspection schedules, intervention levels and response times as part of a Maintenance Management Plan.
- Continuing with regular monitoring and condition rating of the road network
- Continuing with bridge inspections.
- Planning for excessive traffic delays by developing a Maintenance Management Plan that includes responses to asset failures.
- Continuing to plan for and seek funding.
- Responding to major events as per the City's Emergency Management Plan.

## Recommendations

Notable recommendations arising from the report include:

1. Continue with current level of funding for the renewal and maintenance of roads assets (surfaces, pavements, road safety barriers),
2. Increase the average annual funding for bus shelters by \$30,000 per year, and for car parks by \$55,000 per year.



3. Update the Infrastructure Asset Management Policy to include a 'like for like' rule for upgrading residential streets, meaning spray seal will be resurfaced with spray seal, and asphalt will be resurfaced with asphalt.
4. Develop a Maintenance Management Plan to include routine defects inspection intervals, service standards (for example quality and timeliness of repairs) and performance measures.
5. Investigate the use of Assetic or similar software for improved maintenance management including mobile capability for field crews, and integration with Assetic.
6. Develop a criticality assessment process for roads assets such that criticality is considered when considering new, renewal, and funding needs and priorities.
7. Continue to progress the Main Roads WA Road Re-classification of Canning Road, Welshpool Road East and Abernethy Road.
8. Review the demand factors for roads, and quantify the future demand as part of the City's Integrated Transport Plan.

## 2. INTRODUCTION

### 2.1 Background

The City has an Asset Management Policy that requires the creation of Asset Management Plans for each asset class. This Asset Management Plan (AMP) for the Roads asset class is the first major review from the original plan written in 2013.

The City is responsible for managing, operating and maintaining the infrastructure asset classes for roads, pathways, drainage, parks and buildings.

Asset Management Plans are developed for each asset class for the following purposes:

- Sustainable management of assets for the community,
- Inform the Long Term Financial Plan,
- Document existing practices and identify opportunities for improvement,
- Meet legislative and reporting requirements,
- Support business cases and funding applications, and
- Support community and organisational needs.

This document is informed by:

- Asset Management Council Policy (Policy C-ASS01)
- Asset Management Strategy 2017 - 2021
- Long Term Financial Plan 2018-2028
- 2018 Asset Levels of Service Survey Community Engagement Results

Constructed assets included in this AMP are grouped into eight groups and their related inventory and financial data for individual assets are recorded within the City's corporate asset management system Assetic myData (Figure 1 and Table 3)

**Table 3: Summary of roads assets covered in this AMP**

<b>Asset Category</b>	<b>Asset Details</b>	<b>Total Measure</b>
Roads	Includes road surfaces, pavements and formations within road reserves. 12.5km of City roads are gravel roads (unsurfaced). Excludes private roads and roads located within private properties.	617 km
Kerbs	Kerbs located along the edge of the roads and car parks	884 km
Bridges	Includes bridges located on roads for vehicle traffic. Pedestrian bridges will be covered under the Pathways AMP.	4
Bus Shelters	Bus stop shelters maintained by the City. The concrete boarding pads at bus stops are excluded as they are managed by the Public Transport Authority (PTA)	190 shelters
Car Parks	Includes on street and off street car parks managed by the City. Privately managed car parks within shopping centres and other car parks within private properties are excluded.	273 assets covering area of 225,000m <sup>2</sup>
Road Safety Barriers	Semi rigid and flexible barriers erected on roadsides to prevent accidental damage to properties and people. Bollards and fences are included in the Parks AMP.	94 barriers with total length of 7.5km
Signs	Includes direction, parking, reserve and facility signs but exclude road name signs. Data incomplete (refer action item in section 9.2)	Incomplete
Traffic Management Devices	Includes roundabouts, median islands and other local area traffic management devices. Data incomplete (refer action item in section 9.2)	Incomplete

Further details of assets covered in this Roads AMP can be found in Appendix A: Asset Information Summary.

Landscaped road verges are not part of the Roads AMP and will be included in future revisions of the Parks AMP.

The road network consists of four different hierarchies as defined by the Main Roads Western Australia as shown in Table 4.

**Table 4: Road hierarchy**

Hierarchy	Predominant Purpose	Length of Roads within the City (km)
District Distributor A (DA)	High capacity and high traffic volumes travelling between industrial, commercial and residential areas.	47
District Distributor B (DB)	Reduced capacity but high traffic volumes travelling between industrial, commercial and residential areas.	27
Regional Distributor (RD)	Roads linking significant destinations and designed for efficient movement of people and goods between and within regions.	38
Local Distributor (LD)	Movement of traffic within local areas and connect access roads to higher order Distributors.	81
Access Road (A)	Provision of vehicle access to residential properties	424

## 2.2 Alignment to Strategic Planning

The Roads AMP has been prepared to be aligned with following objective and strategy of the City's Kalamunda Advancing: Strategic Community Plan 2017 -2027 (Shire of Kalamunda (a), 2017) as adopted by the Council on 26<sup>th</sup> June 2017.

- Objective 3.2 – To connect community to quality amenities
  - Strategy 3.2.1 – Optimal management of assets.

The City's Corporate Business Plan (CBP) includes several priority actions for each Strategy (Shire of Kalamunda (e), 2017).

## 2.3 Legislative Requirements

The City has to meet the requirements of various Federal and State legislation and regulations. These main legislation and regulations related to roads Asset Management are detailed in Table 5.

**Table 5: Legislation and Regulations**

Legislation	Requirement
Australian Standards (guidelines)	The national benchmarks for products and services.
Financial accounting standards AASB 116 "Property, Plant and Equipment" and AASB 13 "Fair Value Measurement".	Accounting for assets including valuations.
Local Government Act 1995 (WA)	The Act provides the principal legislative framework around which the roles, purpose, responsibilities and power of local



and subsidiary legislation including the following: Local Government (Financial Management) Regulations 1996. Local Government (Functions and General) Regulations 1996	government as set out. Under the Act, regulations set out a minimum requirement for all WA local governments to develop and maintain a Strategic Community Plan and Corporate Business Plan. This compels the local governments to establish long term service and asset strategies through robust asset management practices.
Main Roads Act 1930	The power to legislate the maintenance and works on public roads.
Occupational Safety and Health Act 1984 and subsidiary legislation including the following: <ul style="list-style-type: none"> <li>Occupational Safety and Health Regulations 1996</li> <li>Codes of Practice</li> </ul>	The legislative requirements for organisations and individuals in relation to occupational safety and health.
Planning and Development Act 2005	The legislative requirements for land use planning and development.
Road Traffic Act 1974 and Road Traffic Code 2000	Use and definition of roads and standards
Planning and Development Act 2005 and Regulations 2009	Roads created as a result of development, and access to roads.
Land Administration Act 1997 and Land Management Regulations 2006	Creation and identification of roads reserves.
Other Standards and Regulations	Other relevant legal requirements and standards include, but are not limited to: <ul style="list-style-type: none"> <li>Austrorads and Australian Standards (AS)</li> <li>All other relevant State and Federal Acts &amp; Regulations</li> <li>All Local Laws and relevant policies of the organization</li> </ul>

## 2.4 Plan Framework

Key elements of this AMP are:

- Current Status of Assets – describes age and condition of asset stock. (Refer chapter 3)
- Levels of service – specifies the levels of service to be provided by Roads Assets. (Chapter 4)
- Life cycle management – summary on how the City manages its existing and future assets to provide the required services. (Chapter 5)
- Risk Management – provides assessment of higher levels risks to the City in providing service. (Chapter 6)
- Future demand – how this will impact on future service delivery. (Chapter 7)
- Financial summary – what funds are required to provide the required services. (Chapter 8)
- Asset management improvement plan – key actions to improve the City's roads asset management. (Chapter 9)

## 2.5 Data Confidence

A qualitative assessment of overall confidence of the data used in this Roads AMP is shown in Table 6.

**Table 6: Data confidence**

<b>Data Set</b>	<b>Confidence Level (1- Certain - 5- Doubtful)</b>	<b>Comments</b>
Asset age	2	Validation of age was conducted using historical aerial images.
Asset condition	1	Asset condition assessment and rating of all assets have been carried out within past two years.
Asset inventory completeness (inclusion of all assets)	1	All data collected.
Asset inventory accuracy (dimensions and material)	2	Road widths and construction materials have been validated. No validated data for pavement depth.
Replacement costs	2	As per the Fair Value valuation using industry standards.
Useful lives	2	As per the Fair Value valuation using industry standards.

### 3. CURRENT STATUS OF ROADS ASSETS

A summary of age and condition profiles of each asset category related to this AMP is shown in this section. Detailed information on individual asset categories are shown in Appendix A.

#### 3.1 Age Profile

The average estimated age of each Roads asset category as per the City's asset register as at 30 June 2018 are summarised in Table 7. It also shows the average useful life across different types of assets within each category as per the City's 2018 Infrastructure valuation report (AssetVal Pty Ltd, June 2018).

**Table 7: Average age of each asset category**

Asset Category	Average Age (years)	Average Expected Useful Life
Roads - Surface	19	23
Roads - Pavement	35	60
Kerbs	34	60
Bridges	69	80
Bus Shelters	46	35
Car Parks - Surface	20	23
Car Parks - Pavement	37	60
Road Safety Barriers	13	25

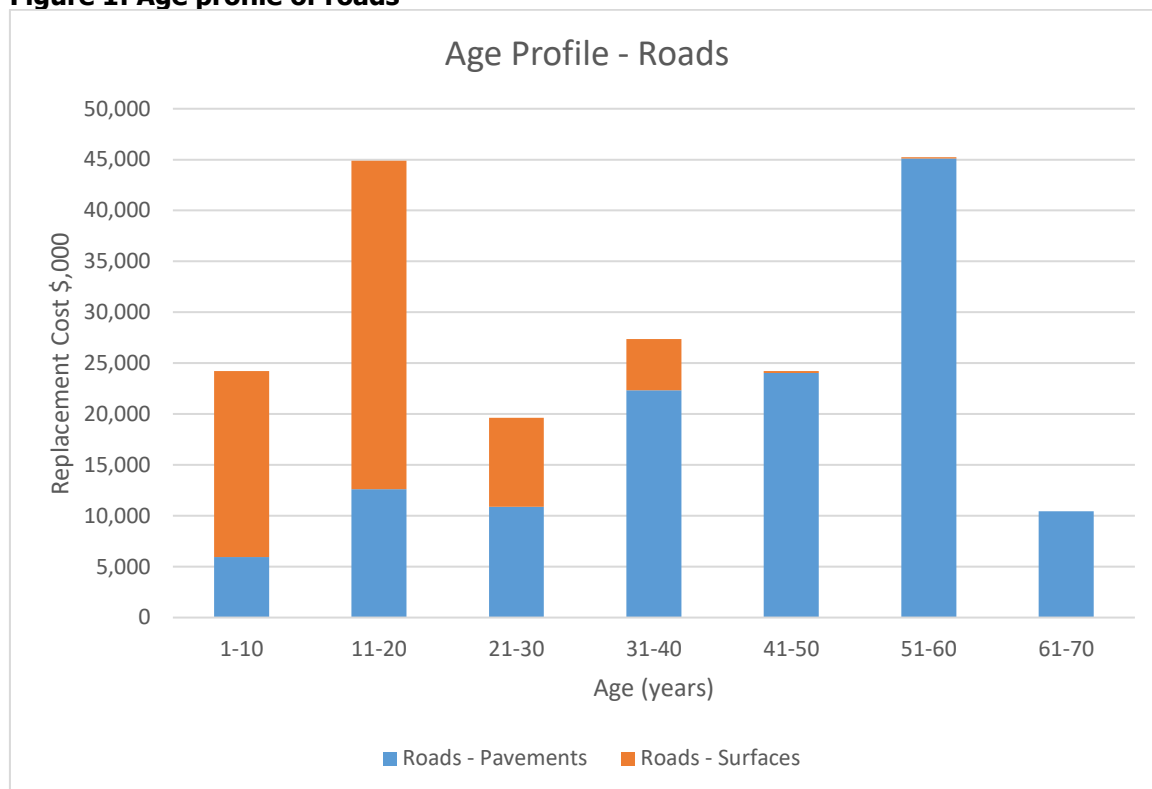
The age of surface and pavement are considered separately as pavements are long life components and surfaces are short life components. Normally, the surface is renewed several times within the life of the pavement. Most pavements are in their original state from when they were constructed.

The average age of the City's bus shelters is greater than expected useful life, however the condition ratings indicate only a small increase in funding is needed for assets that have declined in physical condition. Renewal strategies for aged bus shelters are shown in Section 4.

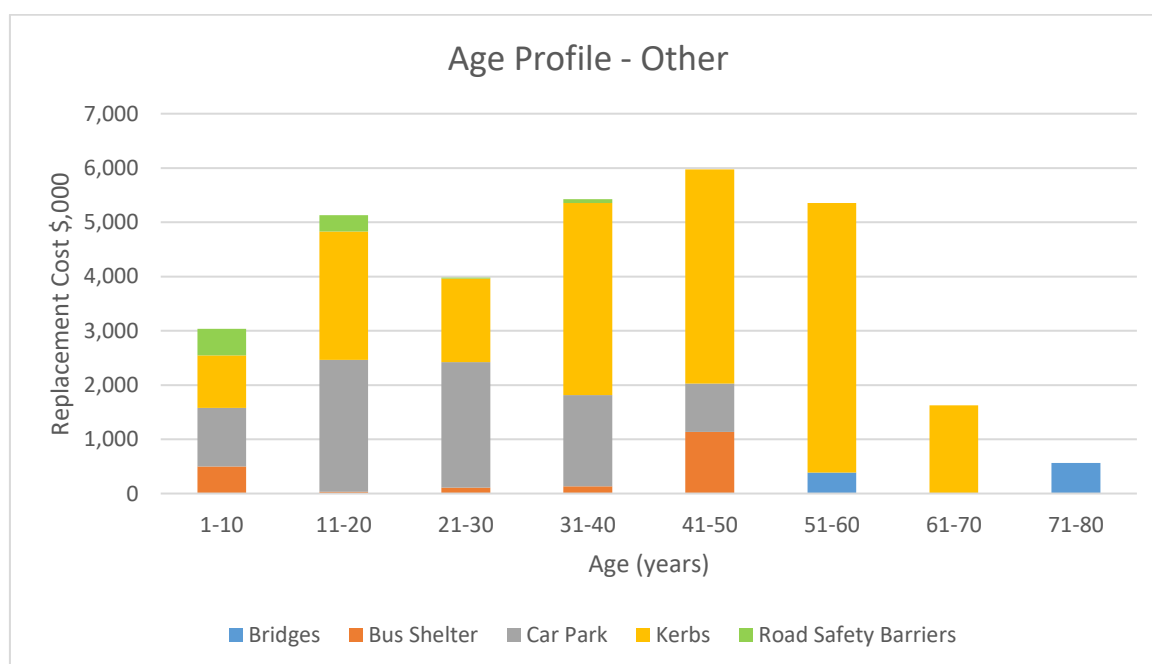
Almost all the other asset categories are past half of their respective useful lives, indicating an ageing asset stock which may result in higher maintenance expenditure.

The age distribution of each Asset Category is shown graphically in Figures 2 and 3.

**Figure 1: Age profile of roads**



**Figure 2: Age profile of assets other than roads**





### 3.2 Condition Profile

The physical condition of each asset (excluding roads) is rated on a 1 to 5 scale, with 1 being new or very good condition and 5 being very poor condition. The condition of roads is assessed based on individual defects and then aggregated to create a condition indices for surfaces and pavements. The method of assessing is described in Appendix E 2: Asset Performance Monitoring.

The condition profiles shown below are based on condition rating surveys carried out during the 2017/18 financial year. The following table shows the average condition of each Roads asset category. Condition 1 represents an asset in new or very good condition, while a 5 represents an asset in very poor to unusable condition.

**Table 8: Average condition of Roads assets**

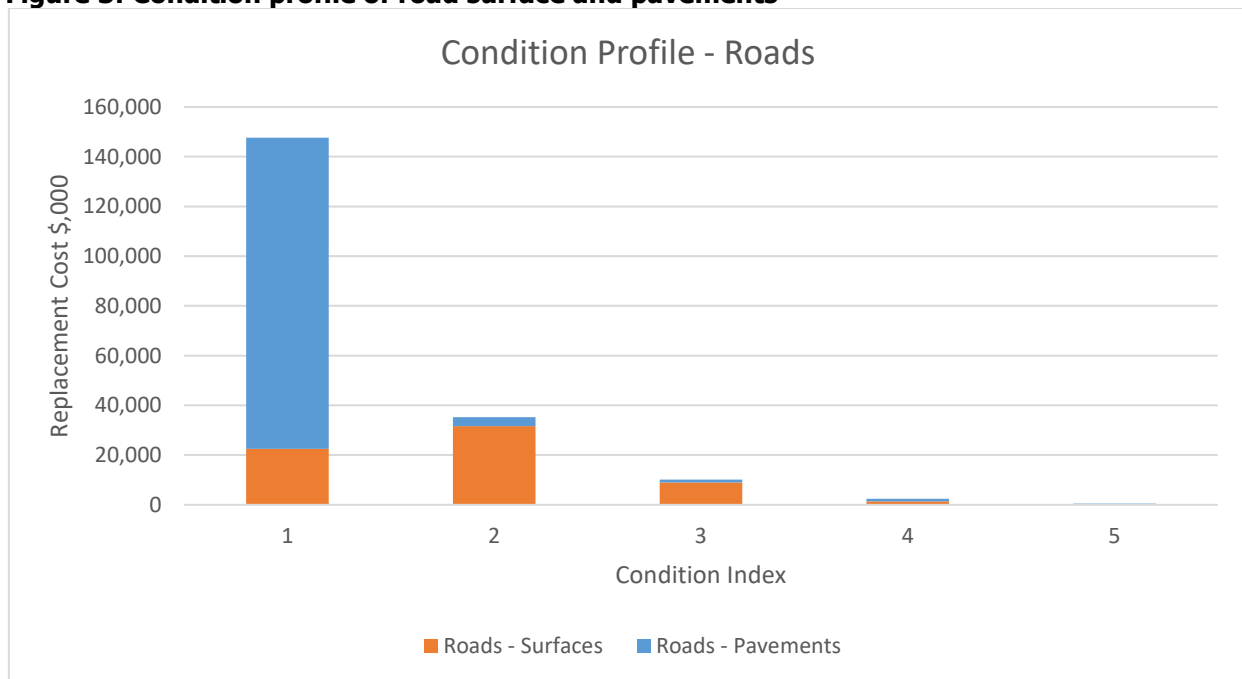
Asset Category	Average Condition
Road surfaces	2.0
Road pavements	1.1
Kerbs	2.0
Bridges	2.3
Bus Shelters	3.0
Car park surfaces	2.4
Car park pavements	2.3
Road Safety Barriers	2.0

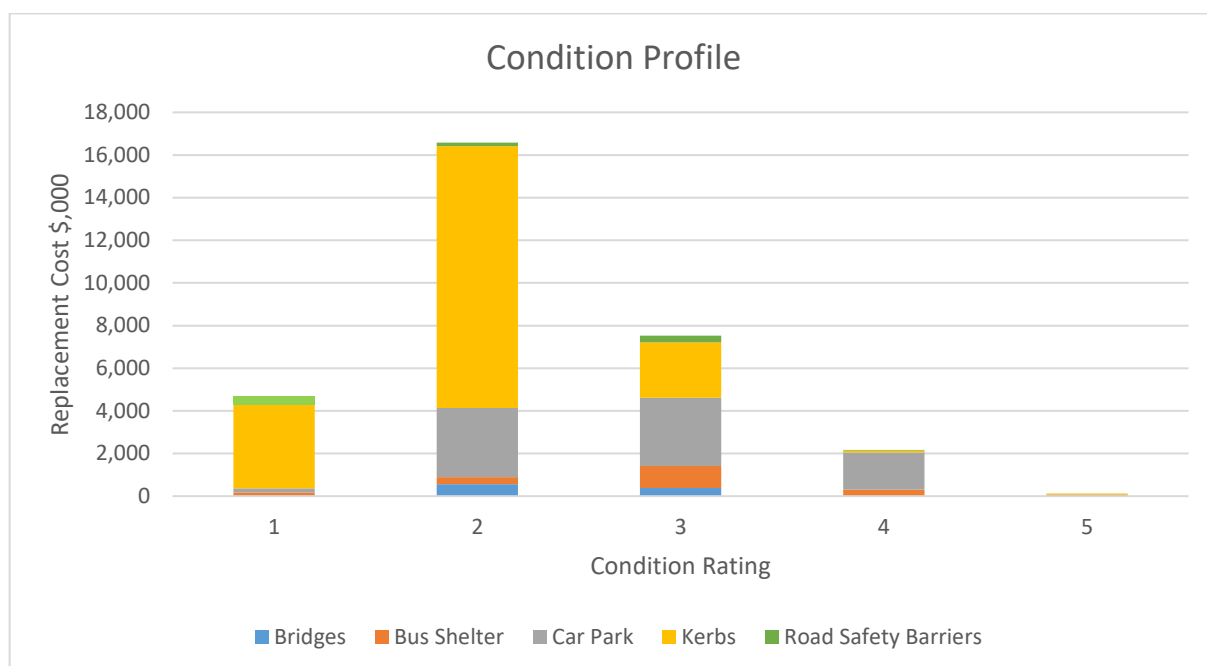
Other than bus shelters, all the asset categories are showing an average condition better than three. The condition three assets are expected to satisfy the level of service required.

The replacement costs for each Asset Category for each condition rating are detailed in Table 9 and shown graphically in Figures 4 and 5.

**Table 9: Condition profile by replacement cost (Millions)**

<b>Asset Category</b>	<b>Condition 1</b>	<b>Condition 2</b>	<b>Condition 3</b>	<b>Condition 4</b>	<b>Condition 5</b>	<b>Total</b>
Road Surfaces	22.5	31.7	9.0	1.4	0.1	<b>64.7</b>
Road Pavements	125.1	3.6	1.2	1.1	0.4	<b>131.3</b>
Bridges	0	0.6	0.4	0	0	<b>1.0</b>
Bus Shelters	0.2	0.3	1.0	0.3	0.1	<b>1.9</b>
Car Parks	0.2	3.2	3.2	1.7	0.0	<b>8.4</b>
Kerbs	4.0	12.3	2.6	0.1	0.0	<b>19.0</b>
Road Safety Barriers	0.4	0.2	0.3	0.0	0	<b>0.9</b>
<b>Total</b>	<b>152.3</b>	<b>51.9</b>	<b>17.7</b>	<b>4.6</b>	<b>0.7</b>	<b>227.1</b>

**Figure 3: Condition profile of road surface and pavements****Figure 4: Condition profile of assets other than roads**



### 3.3 Technical Condition and Assessment

While the pavement condition based on current defects is in very good condition for the City's road network, some of the recent detailed pavement investigations indicate that structural capacity of distributor roads will become inadequate within next decade. Increasing the structural capacity of high volume roads involves major renewal or total reconstruction of pavements and require significant capital investment.

More technical investigations are required for pavements in the form of Falling Weight Deflectometer and core sampling.

The next phase of asset management for road pavements and surfaces is to assess needs in more detail, considering road hierarchy, functional need, capacity, design, safety and aesthetics. This more detailed assessment ensures better allocation of funds based on the level of need.

The overall physical condition of road surfaces is good (average 2.0), however, there is a considerable amount of roads that have surfaces older than 30 years. The expected life of road surfaces is 23 years (refer Section 3.1). Surfaces that are older than the expected life can experience:

1. Rapid deterioration towards the end of their useful life, and
2. Community requests to upgrade surfacing of older residential streets from sprayed seal to asphalt to meet current community aesthetic and road noise expectations.

Although the first item is modelled as part of the LTFP (included in Scenario S1), the second item has not been quantified. The community consultation results indicated no concern on the type of road surface, however the City occasionally receives requests to upgrade spray seal to asphalt. It is proposed to address this by adopting an amendment to the Infrastructure Asset Management

Policy, to provide a 'like for like' rule for upgrading residential streets, meaning spray seal will be resurfaced with spray seal, and asphalt will be resurfaced with asphalt.

The bus shelter asset category with a large number of assets in Poor condition (4), also requires higher levels of maintenance and renewal funding. Refer to Appendix A, Section A3 for more details.

### 3.4 Recommendations

Based on the asset conditions, the following are recommended:

- Conduct structural investigations of pavements such as Falling Weight Deflectometer testing and core sampling for high priority roads.
- Expand the assessment of roads to incorporate more functional attributes, capacity, and road safety.
- Update the Infrastructure Asset Management Policy to include a 'like for like' rule for upgrading residential streets, meaning spray seal will be resurfaced with spray seal, and asphalt will be resurfaced with asphalt.



## 4. LEVELS OF SERVICE

The level of service is the outcome received by users of a particular service which provides the basis for all life cycle management activities. The International Infrastructure Management Manual (IPWEA, 2015) defines the level of service as “the parameters or combination of parameters that reflect social, political, economic and environmental outcomes that the organization delivers”.

Community Levels of Service relate to how the community perceives the service in terms of safety, quality, quantity, reliability, responsiveness, cost / efficiency, accessibility and legislative compliance. Supporting the Community Levels of Service are operational or technical measures of performance (Technical Levels of Service), which are developed to ensure that the minimum community levels of service are met. These technical measures relate to service criteria such as quality, availability and safety.

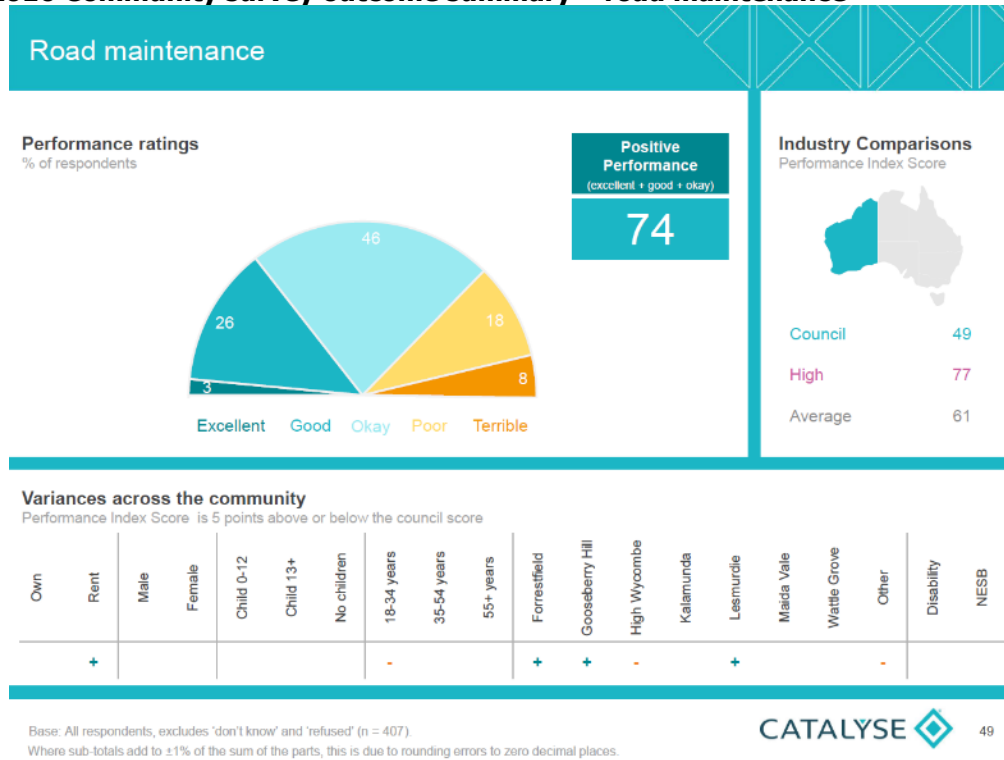
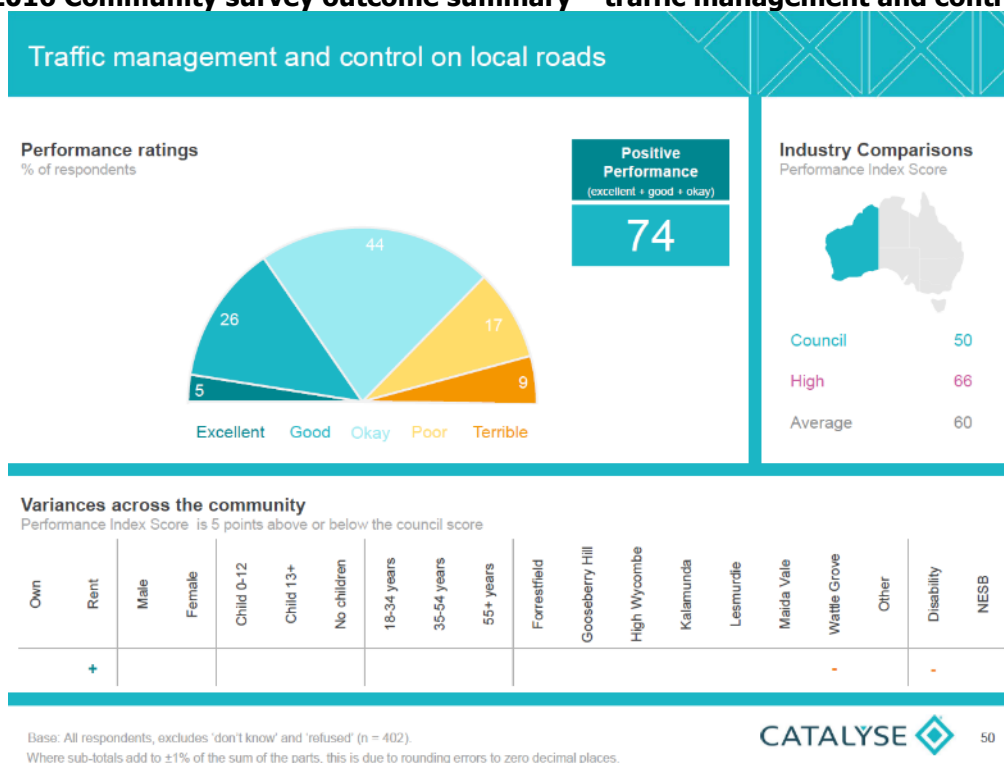
To deliver acceptable service standards for the Roads assets, the City needs to have a commitment to annual funding. These funds provide for the regular maintenance, upgrade and timely replacement or renewal of assets. The community is directly impacted if the assets are not maintained and renewed at the accepted service levels.

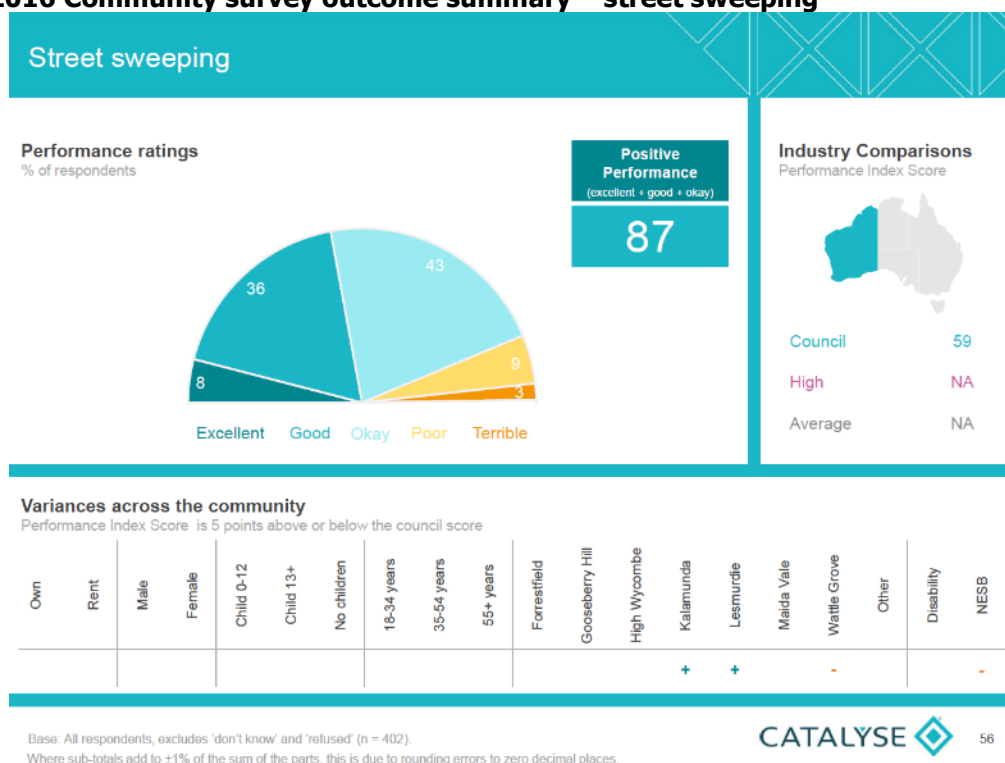
The following sections 4.1 and 4.2 detail the City’s endeavours to gain an understanding of community’s expectations of levels of service for Roads assets.

### 4.1 Community Scorecard 2016

In 2016 the City commissioned Catalyse Pvt Ltd. to conduct a community survey to evaluate community priorities and measure the City’s performance against key indicators in the Strategic Community Plan. While this survey is not intended directly for asset management, the survey outcomes can be considered as an indicator for community satisfaction of current road service levels and can be correlated to roads asset condition to gauge technical level of service.

The following figures show the summary of outcomes related to the roads (Catalyse Pty Ltd, May 2016). 74% of the respondents indicate a positive performance (excellent, good or ok) for the City’s road maintenance and traffic management and control on local roads. The performance index score of the City is below the average of other participating councils in WA.

**Figure 5: 2016 Community survey outcome summary – road maintenance****Figure 6: 2016 Community survey outcome summary – traffic management and control**

**Figure 7: 2016 Community survey outcome summary – street sweeping**

## 4.2 Asset Levels of Service Consultation

In February and March 2018, the City conducted a community asset level of service consultation through hard copy, online questionnaire and community workshops. A report of the consultation can be found in Appendix F.

Table 10 details the percentages of respondents agreeing and disagreeing to the various statements in the questionnaire, related to roads assets.

**Table 10: Level of service responses**

Item No	Statement	% Agreed	% Disagreed	% Unsure/ no answer
1	The road surfaces in the City of Kalamunda are in acceptable condition	40	50	10
2	The quality of street trees was acceptable	40	52	8
3	The number of street trees were acceptable	46	42	12
4	The quality of street lighting was acceptable	68	26	6
5	The number of street lighting was acceptable	52	34	14
6	The quality of verge landscaping was acceptable	14	68	18
7	The quantity of verge landscaping was acceptable	14	70	16

8	I experience difficulties seeing at intersections or corners when driving due to vegetation or other obstructions	48	46	6
9	Roads have an acceptable level of lighting when driving at night	54	36	10
10	I experience traffic delays in the City of Kalamunda	34	58	8
11	I find I can get to my destination in the time I expect to	70	24	6
12	Speed limits in the City are acceptable	72	24	4
13	Speeds of traffic in the City are acceptable	56	30	14
14	Traffic treatments e.g. islands and chicanes and intersections to control and slow traffic are acceptable	36	58	6

According to Item 1, half of the respondents disagreed that road surfaces in the City of Kalamunda are in acceptable condition. This statement and responses to the pictures below is considered as the community LOS and converted to corresponding technical LOS for the predictive modelling to estimate funding requirements.

Items 2 to 9 are related to the road amenity (street trees, verge landscaping and street lighting) which will be addressed through future asset and maintenance management plans. Items 10 to 14 will inform the City's proposed Integrated Transport Plan.

For the vast majority (close to or over 90%) of respondents, the following road conditions and surface types are at an acceptable level of service. Picture 4a below shows a spray seal road in a rural setting. The other three pictures (4c, 3d and 4d) show asphalted surfaces in urban residential settings. It could be inferred that there is a natural indication of the preference for asphalted roads with kerbs, underground drainage and verge landscaping in all residential areas.

Picture 4a



Picture 4c





Road condition picture 3d



Picture 4d



The following pictures showing maintenance work on the road (patching and crack sealing) were not positively received by the respondents. Only 28% accepted a patched road (picture 3e) and 52% accepted the crack sealed road (picture 3c).

Road condition picture 3e



Road condition picture 3c



Respondents were asked to allocate the City's budgets for maintenance, renewals, and upgrade of all major infrastructure asset classes (roads, footpaths, drainage, parks and buildings). In this question, roads scored the highest priority. Respondents suggested spending on average 28.9% of the total budget for these asset classes on roads. Some of the reasons for the high priority are;

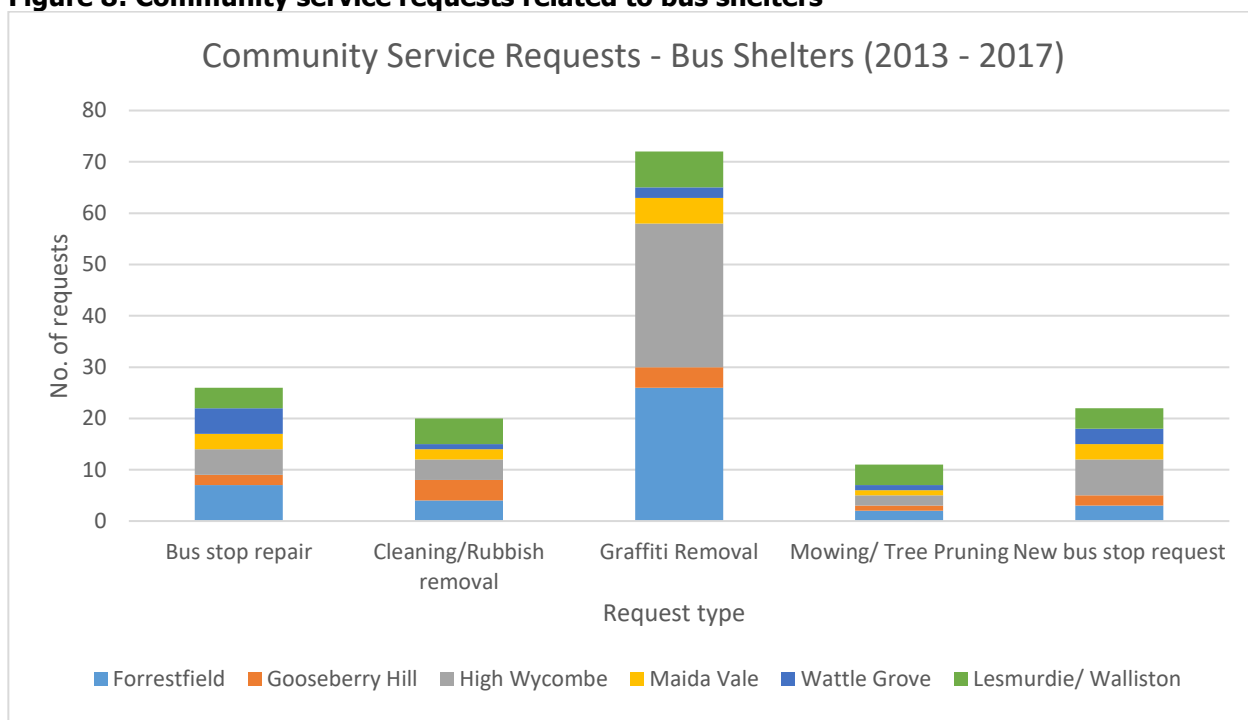
- the community's acceptance that roads represents the largest asset class of the City,
- the community places a high value in mobility and the
- perception that better roads lead to an increase in value of properties.

### 4.3 Community Service Requests

The number of requests received from the community relating to the services provided by the City is an indicator of the community's perception of level of service.

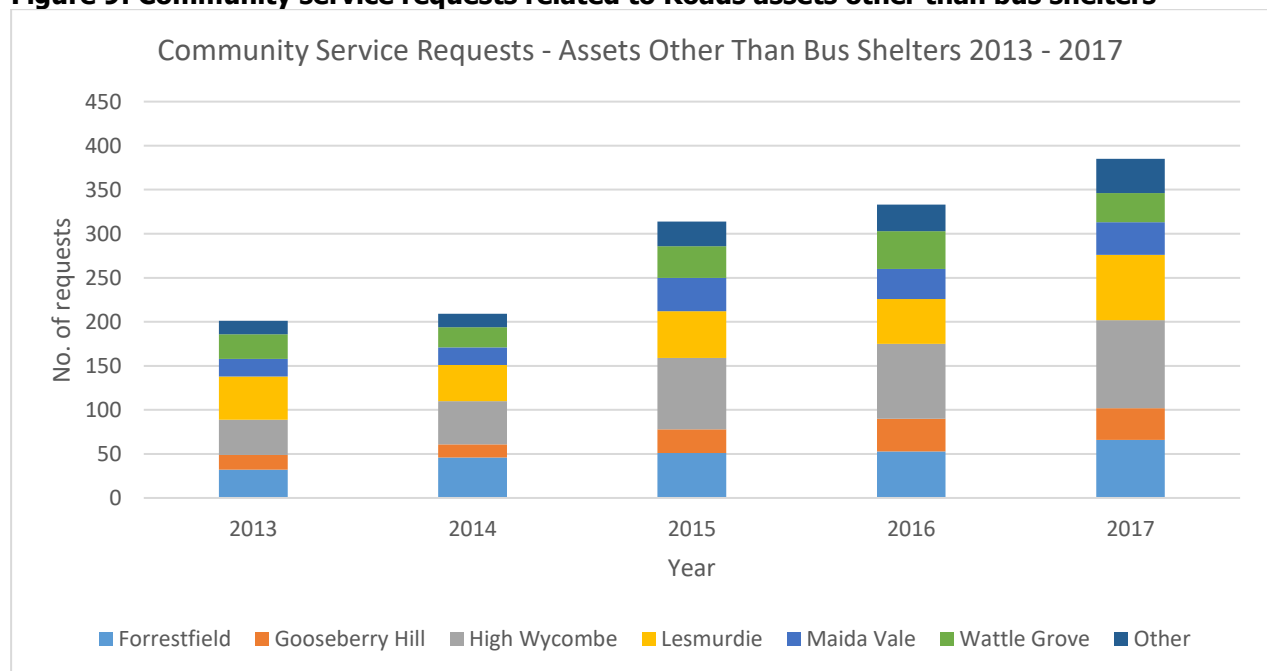
Figure 9 details the breakdown of service requests relating to bus stops in the past five years. While the issue of graffiti removal is prominent, two key long term issues of repairs and provision of new shelters are highlighted as the second and third highest number of requests. The repair requests are prominent in Forrestfield while most new bus shelter requests are from High Wycombe (7 requests each).

**Figure 8: Community service requests related to bus shelters**



It is challenging to conduct a detailed analysis for other assets covered in this AMP due to the large number of requests and constraints within the City's current request recording system. The inability to breakdown the types of requests shown in Figure 10 indicates that more work is needed to improve the customer request categories to align to assets.

Figure 10 shows the total number of requests pertaining to roads (including road verge and lighting issues), kerbs, car parks, bridges, safety barriers, signs (including speed signs) and traffic related issues within last 5 years. The key patterns identified is the growth in the number of requests over the period. Most requests are from High Wycombe (355), Lesmurdie (268) and Forrestfield (248), which corresponds to the higher population areas.

**Figure 9: Community service requests related to Roads assets other than bus shelters**

#### 4.4 Recommendations

Only one recommendation is identified from the Levels of Service reviews, as follows:

- Improve the City's customer request recording system by linking requests to appropriate asset categories and where feasible, to individual assets in the asset register.

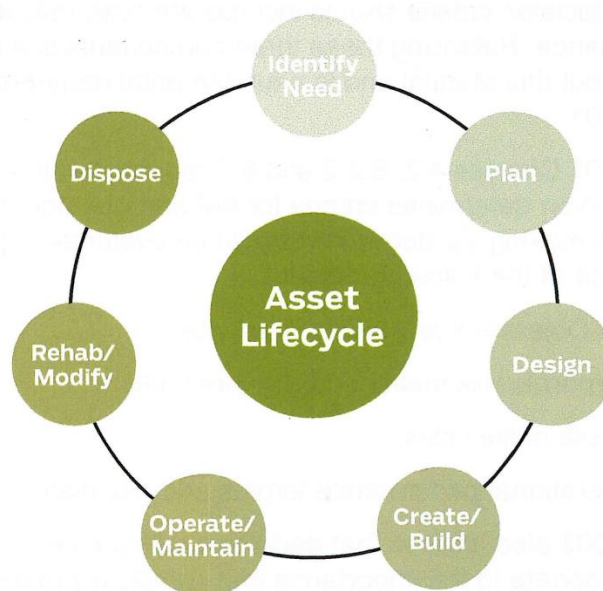
## 5. LIFE CYCLE MANAGEMENT

New roads are mostly built as part of new subdivisions including duplication, extension and upgrading of existing roads. Subdivision roads are built by the developers and are gifted to the City. Some of the road upgrade works are undertaken by Main Roads WA and then handed over to the City.

Roads assets are maintained by the City throughout their useful life and their performance and condition are monitored to ensure that they deliver a satisfactory service to the community at an appropriate cost.

The ability to meet the levels of service is determined, in part, by how these assets are managed through their useful life. When assets do not perform as required, they are renewed, upgraded or disposed of.

**Figure 10: Asset Life Cycle (Source: IPWEA, 2015)**



A summary of various activities undertaken during the life of Roads assets are detailed in the Table 11 below.



**Table 11: Roads asset life cycle activities**

<b>Identify Need (Developments)</b>	<p>New roads are generally gifted by private parties through subdivision developments, which in turn arise from town planning. The standard that guides subdivisional road construction in the City is the Local Government Guidelines for Subdivisional Development (IPWEA, 2016). Current major new developments that will result in gifted roads are;</p> <ul style="list-style-type: none"> <li>• Forrestfield North surrounding the proposed Forrestfield Train Station</li> <li>• 'The Hales' development in Forrestfield</li> <li>• New residential and commercial subdivisions in Wattle Grove (Cell 9, MKSEA and proposed Wattle Grove South)</li> <li>• Forrestfield/High Wycombe Industrial area</li> <li>• 'Conti Gardens' development in Walliston</li> </ul>
<b>Identify Need (Upgrades)</b>	<p>The need for other assets on existing roads are considered on a case by case basis such as;</p> <ul style="list-style-type: none"> <li>• New kerbing is generally installed when a road or car park is being upgraded.</li> <li>• Installation of new bus shelters based on level of need.</li> <li>• New car parks are created to cater for facility demands.</li> </ul> <p>Road safety barriers are installed to address identified safety issues.</p> <p>Roads asset upgrades are mostly consists of;</p> <ul style="list-style-type: none"> <li>• Road widenings - Hale Rd – between Tonkin Hwy and Welshpool Rd East</li> <li>• Road duplications. Two major proposed road duplication projects are; <ul style="list-style-type: none"> <li>◦ Abernethy Rd – estimated cost \$23 million</li> <li>◦ Kalamunda Rd - estimated cost \$6 million</li> </ul> </li> <li>• Intersection upgrades due to increased traffic or safety issues <ul style="list-style-type: none"> <li>◦ Hale Rd/ Woolworth Drive intersection upgrade</li> <li>◦ Kalamunda Rd/ Newburn Rd/ Chipping Drive roundabout upgrade</li> <li>◦ Kalamunda Rd/ Boonooloo Rd/ Elizabeth St roundabout upgrade</li> </ul> </li> <li>• Upgrading of timber bridges to concrete bridges/ culverts <ul style="list-style-type: none"> <li>◦ Bridge No. 828 Mundaring Weir Road is programmed to be renewed (replacing current timber structure with concrete pipe culverts) in 2018/19. These works are fully funded by the MRWA.</li> </ul> </li> <li>• Upgrading road safety barrier end treatments to meet current standards.</li> </ul>
<b>Plan, Design, Create / Build</b>	<p>Assets not gifted as a result of developments are project managed by the City, which includes planning, designs, and construction.</p>
<b>Operate/ Maintain</b>	<p>After construction, assets are operated and maintained including:</p> <ul style="list-style-type: none"> <li>• Road sweeping</li> <li>• Tree pruning</li> <li>• Weed and pest control</li> <li>• Waste removal</li> </ul> <p>Major maintenance activities include;</p> <ul style="list-style-type: none"> <li>• Road surface and base maintenance (pot hole patching, crack sealing etc.)</li> <li>• Kerb maintenance (replacing damaged kerbs)</li> </ul>

	<ul style="list-style-type: none"> <li>• Gravel road grading</li> <li>• Road verge/ shoulder maintenance</li> <li>• Crossover and line marking maintenance</li> <li>• Bus shelter maintenance (side panels and bench seat replacement, painting etc.)</li> <li>• Installation and maintenance of fences, barriers, guide posts and signage</li> </ul>
<b>Rehab/Modify (Renewal)</b>	<p>The renewal of road and car park surfaces and pavements are one of largest expense for the City. Road renewal works are complex in nature and require high level of technical skills in selection, planning, design and delivery. The City recently engaged Talis Consultants to develop a road treatment matrix to be used for selection of renewal treatments based level of traffic, road condition and pavement strength. Also condition data for the whole road network was collected in 2018. The collected data and treatment matrix are then used within the City's asset predictive modelling tool (Assetic Predictor) to identify the road sections for renewal. This forms the basis for the City's 10 year Long Term Financial Plan.</p> <p>Predictive modelling has been also carried out for other two major asset categories of car parks and bus shelters</p> <p>The City's current road, car park and bus shelter renewal programs are as follows;</p> <ul style="list-style-type: none"> <li>• Surfacing and pavement renewal works on distributor network roads and are mostly grant funded</li> <li>• Surfacing renewal on access and local distributor roads (residential roads)</li> <li>• Renewal of on road car parks carried out with road renewal works.</li> <li>• Renewal off street car parks are generally considered on case by case basis or considered under renewal/ upgrade to the related community facility.</li> <li>• Renewal of bus shelters are carried out case by case basis</li> </ul> <p>The renewal of other asset categories are carried out as follows;</p> <ul style="list-style-type: none"> <li>• Kerb renewal are carried out as part of road renewal works or under maintenance works.</li> <li>• Road bridge renewal works are fully funded and carried out by the MRWA.</li> <li>• Full or partial renewal of safety barriers are mostly done under maintenance works when the barriers are get damaged.</li> </ul>
<b>Dispose</b>	Disposal requirements are assessed on an individual case-by-case basis.

## 5.1 Operational and Maintenance Planning

An often overlooked, but a critical aspect of asset management is operational and maintenance planning. Most organizations will have comprehensive operational and maintenance procedures in place but their link to overall asset management and service levels may not be explicitly described or identified.

While the City currently has various maintenance programs and emergency response mechanisms for

the Roads assets, it is recommended to develop and document a formal maintenance / operational plan that is linked to the City's overall Asset Management and corporate goals. This plan is required to address key service delivery risks (Section 6) and be able to help meet community expectations (Section 4).

Operational and maintenance planning involves taking a structured approach in developing asset operational plans and procedures and generally consists of following activities (IPWEA, 2015):

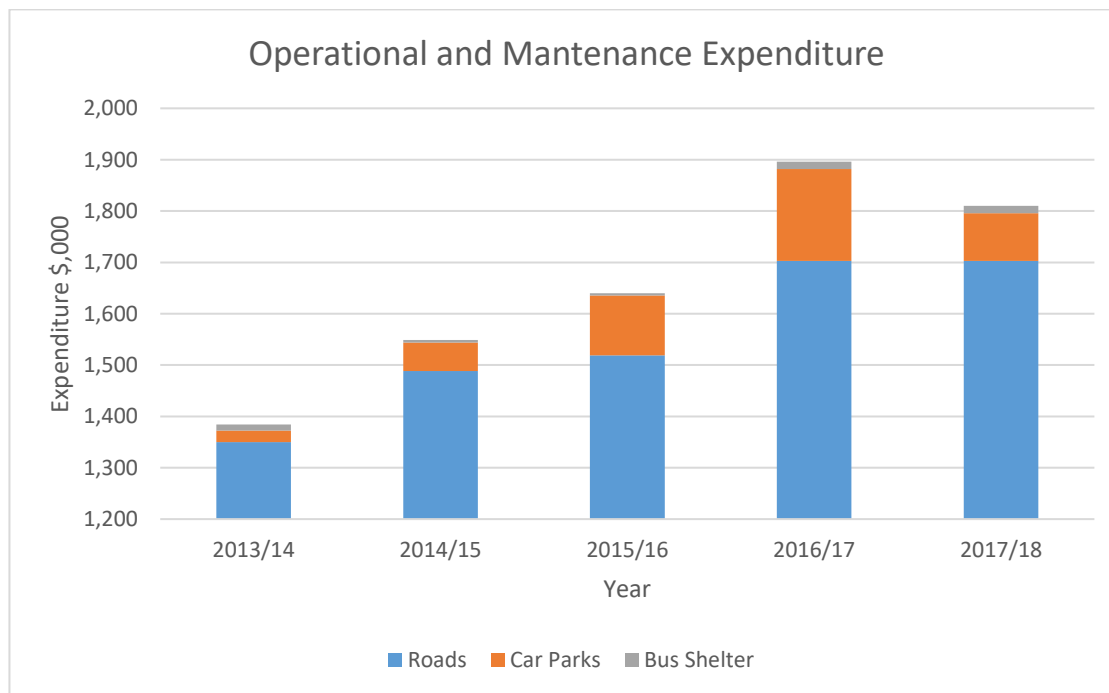
- Establishing operational objectives and intervention criteria,
- Developing maintenance plans and procedures,
- Developing operational process plans,
- Planning for emergencies, crises and incidents,
- Operational structure and support requirements, and
- Operational improvements.

The City's current work order and complaints recording system is not efficient in extracting information on maintenance work types, costs and identification of asset on which the maintenance is carried out. This is one of the key barriers for maintenance planning and for asset life-cycle costing, with this information needed to identify optimum renewal intervention levels for the renewal of assets.

It is recommended to investigate the use of a maintenance software system with mobile capability. The existing asset management system Assetic has this capability and should be considered as a preference.

The following graph shows the breakdown of the City's annual operational and maintenance expenditure related to roads (including kerbs, safety barriers, signs and bridges), car parks and bus shelters.

**Figure 11: Operational and maintenance expenditure 2013 - 2018**



The following table shows the average annual expenditure as % of replacement value.

**Table 12: Operational and maintenance expenditure percentage**

Asset Category	Annual average expenditure	% of total gross replacement value
Roads (including kerbs, safety barriers, signs and bridges)	1,553,000	0.7%
Bus Shelters	10,000	0.5%
Car Parks	93,000	1.1%

The amount maintenance expenditure is generally a reflection of the organization's level of service preference and the condition of its asset stock. The typical maintenance expenditure percentages for high value infrastructure assets (e.g. roads, bridges, car parks) varies between 0.1% to 0.6% as per the Local Government & Municipal Knowledge Base (LGAM, n.d.).

## 5.2 Recommendations

- Develop a Maintenance Management Plan to include routine defects inspection intervals, service standards (for example quality and timeliness of repairs) and performance measures.
- Investigate the use of Assetic or similar software for improved maintenance management including mobile capability for field crews, and integration with Assetic.
- Identify high maintenance car parks and explore the possibility of developing cost effective



renewal projects.

## 6. RISK MANAGEMENT

An assessment of risks associated with roads assets has been undertaken in accordance with the City's risk matrix. This assessment has identified a number of high risks to the City, as shown in Table 13 below.

**Table 13: Risk assessment**

Potential Hazardous activities	Likelihood	Consequence (What can happen?)	Risk Level (Inherent)	Recommended Risk Treatment	Risk Level (Residual)
Injury to the public arising from asset defects such as potholes, edge breaks, damaged kerbing, bus shelters and road safety barriers.	Almost certain	Moderate (Health and Safety)	High	Establish appropriate maintenance inspection schedules, intervention levels and response times as part of a Maintenance Management Plan.	Medium
Premature or rapid deterioration of road condition	Possible	Significant (Financial)	High	Regular monitoring and condition rating of road network	Medium
Bridge failure	Rare	Critical	High	1. The City is currently undertaking annual Level 1 visual bridge maintenance inspections 2. MRWA undertakes five yearly Level 2 structural inspections	High
Excessive traffic delays arising from failures in the road network	Possible	Significant (Reputation)	High	Plan for emergencies by developing a Maintenance Management Plan that includes emergency responses to asset failures.	Low
Lack of maintenance and renewal funding	Unlikely	Significant (Financial)	Medium	Continue to plan for and seek funding.	Low
Major natural event (e.g. bush fire, flood, earth slip, extreme weather) leading to severe damage or failure of the assets	Rare	Critical	High	Respond to major events as per the City's Emergency Management Plan.	High

Assessment of job safety risks for the personnel involved in asset service delivery (for example maintenance) are not included in this Roads AMP. Such job specific assessments are done routinely according to City's Occupational Health and Safety policies and procedures.

The assessment of corporate level risks affecting the organization as an entity is undertaken within the City's corporate risk assessment process.

## 6.1 Asset Criticality

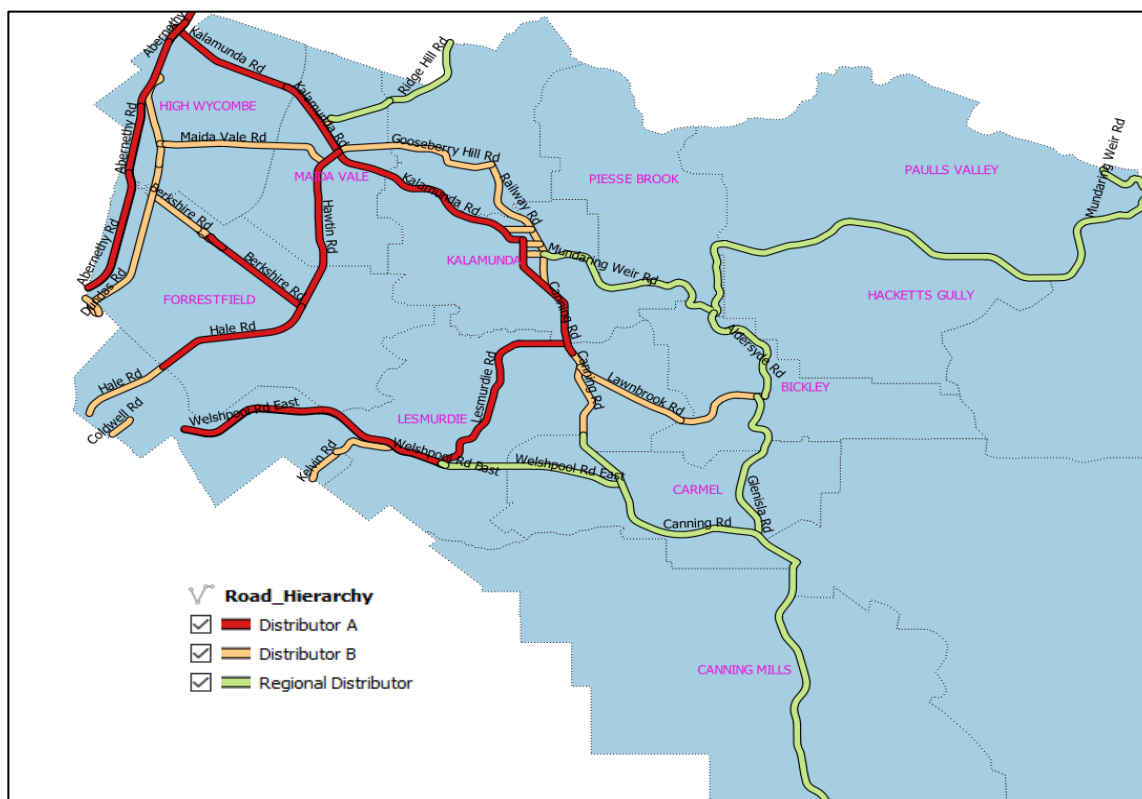
Identification of critical assets is essential for risk minimization and budget optimization. Table 14 details the definitions of assets that are considered critical within their asset category.

**Table 14: Critical assets**

Asset Category	Definition of Critical Assets
Roads	Distributor A, B and Regional Distributor roads totalling 112km.
Kerbs	Kerbs on critical roads and areas with identified drainage and erosion issues
Bridges	Timber road bridges Bridge No. 827 and 828 located on Mundaring Weir Rd.
Bus Shelters	Shelters at bus stops with more than 40 boarding passengers per day. There are 25 critical bus stops within the City as per the March 2018 statistics provided by the Public Transport Authority.
Car Parks	Hierarchy 1 car parks (see Appendix A4 for details)
Road Safety Barriers	Barriers on critical roads or on roads where posted speed is greater than 60km/h

Apart from the definitions above, the City does not currently have a method of managing critical assets differently. The next version of the Roads AMP will need to identify how critical assets will be managed.

**Figure 12: Distributor A, B and Regional Distributor road network**



## 6.2 Recommendations

- Develop a criticality assessment process for roads assets such that criticality is considered when considering new, renewal, and funding needs and priorities.



## 7. FUTURE DEMAND

Changes that drive demand for Roads assets may include growth in population demographic changes, land use changes and new technologies. These changes will have an impact on services provided by the roads assets and the asset life cycle activities detailed in Section 5. The demand is managed through a combination of maintaining and upgrading existing assets, providing new assets and non-asset solutions.

Changes to the usage of the road network can also impact on the extent of assets managed by the City, for example where a road is reclassified to a higher order road it may then fall under the management of Main Roads WA.

Table 12 details the key demand factors for Roads assets of the City. However, quantitative assessment of these drivers to identify specific asset needs has not yet been carried out.

The City is currently in the process of developing an Integrated Transport Plan. The general aim of such a plan is to ensure that there is a suitable, safe and interconnected transport infrastructure for different transport modes such as private car, freight, public transport, walking and cycling, which results in improving the community's accessibility to jobs, services, recreation and other daily activities (WAPC, 2012).

It is recommended to review Roads assets demand factors and quantify the future demand as part of the City's Integrated Transport Plan.

### Population and demographics

The population prediction conducted in September 2017 indicated that population in the City to grow by 14% or 8195 persons during the period 2016 – 2026. Further, the prediction notes "The largest increase in persons between 2016 and 2026 is forecast to be in ages 75 to 79, which is expected to increase by 1,096 and account for 4.2% of the total population of the City." (See Appendix D for more details).

General growth in the population will drive the increase in personal vehicle traffic and public transport patronage. Some of the recent incidents within the City involving elder citizens ([www.communitynews.com.au/midland-reporter/news/kalamunda-second-pedestrian-killed-by-car-in-less-than-a-week/](http://www.communitynews.com.au/midland-reporter/news/kalamunda-second-pedestrian-killed-by-car-in-less-than-a-week/)) may indicate that increase in elderly drivers and pedestrians may require incorporating additional safety measures within local traffic and pedestrian management infrastructure.

### Developments and Land Use

Major developments that are expected to generate higher demand for the City's Roads Assets are;

- Forrestfield train station TOD precinct, Forrestfield North and Maida Vale South
- 'The Hales' development in Forrestfield
- New residential and commercial subdivisions in Wattle Grove (Cell 9, Wattle Grove South and Maddington – Kenwick Strategic Employment Area)
- Developments along Welshpool Rd East impacting the RAV 7 heavy vehicle route movements and road safety
- Forrestfield – High Wycombe Industrial Area

These developments will also result in significant amount of gifted assets to the City requiring increase in the operational and maintenance activities such as road sweeping. It is also required to ensure that the revenue increase from these developments are sufficient for the long term maintenance and renewal needs of these gifted assets.

The increase in traffic, especially heavy vehicle due to industrial and commercial developments, will shorten the life of the City's road network. Recent pavement investigations suggest some pavements may reach the end of their capacity within next decade requiring full rehabilitation. It is recommended to conduct non-destructive pavement investigation on the City's distributor road network using Falling Weight Deflectometer and targeted coring for validation and further investigations.

### **Technological Changes**

The key technological change affecting Roads assets is the proliferation of car ride share services (e.g. Uber) and the advent of autonomous and connected vehicles. The changes are expected to impact on vehicle numbers and their mass, parking requirements, public transport passenger numbers and road signage.

(Isaac, 2016) Lists range of activities required by local government authorities to address issues pertaining to mobility, infrastructure, transit and finance. Those activities are threefold; Planning Policy and Infrastructure Modification Activities.

Some of the relevant activities for the City are;

#### Planning Activities

- Incorporate Driverless Vehicles into City Goals
- Establish Policies and Plans with Consideration for the Future
- Evaluate Road Capacity Needs
- Forecast financial implications

#### Policy Activities

- Adjust the fee structure to dis-incentivize car ownership and/or parking
- Alter parking policies to reduce the need for private parking

#### Infrastructure Modifications

- Eliminate/reduce parking and add more drop-off and pick-up locations
- Add electric vehicle charging infrastructure
- Designate or certify roads for driverless and/or manual operation

It is recommended to prepare guidelines along the above lines, for consideration when undertaking early stages of major development work.

### **Climate Change**

In the short to medium term, the impacts of climate change on the City's Roads assets are unlikely to be of any significance. However, it is recommended to be abreast with evolving developments, research and evidence in relation to effects of climate change.

**Change in road function and classification**

Welshpool Road East, Canning Road and Abernethy Road carry significant volumes of heavy vehicles as through traffic. Main roads WA and WALGA are currently undertaking a review of WA's road classification methodology and the above three roads have passed the preliminary assessment of new classification assessment criteria (Main Roads Western Australia, 2017). The City is currently planning for Welshpool Road East and Canning Road to be prepared to a suitable status for transfer to Main Roads WA's responsibility.

**7.1 Recommendations**

- Continue to progress the Main Roads WA Road Re-classification of Canning Road, Welshpool Road East and Abernethy Road.
- Review the demand factors for roads, and quantify the future demand as part of the City's Integrated Transport Plan.
- Prepare a guideline to ensure future transport and road network planning needs are considered when preparing higher order land use planning.

## 8. FINANCIAL SUMMARY

This section contains the details financial status, current funding levels and future funding requirements of Roads Assets. The funding requirement projections are based on the level of service preferences detailed in Section 4.

The summary includes roads that may be transferred to Main Roads WA responsibility in the future. Once the reclassification is completed, the projections can be adjusted accordingly.

### 8.1 Fair Value

The City, through an external consultant, undertook a comprehensive Fair Value valuation of its Road Assets for the 2017/18 financial year. The current fair values of Road Assets as reported for the year ending on 30th June 2018 are shown in Table 15.

**Table 15: Roads asset valuations as at 30/06/2018 (Millions)**

Asset Category	Total Replacement Value	Written Down Value	Annual Depreciation
Roads	196.0	167.6	3.9
Kerbs	19.0	13.5	0.3
Road Bridges	1.0	0.6	0.1
Bus Shelters	1.9	1.0	0.1
Car Parks	8.4	5.5	0.2
Road Safety Barriers	0.9	0.6	0.04
<b>All Asset Categories</b>	<b>227.1</b>	<b>188.7</b>	<b>4.6</b>

### 8.2 Current Funding Levels

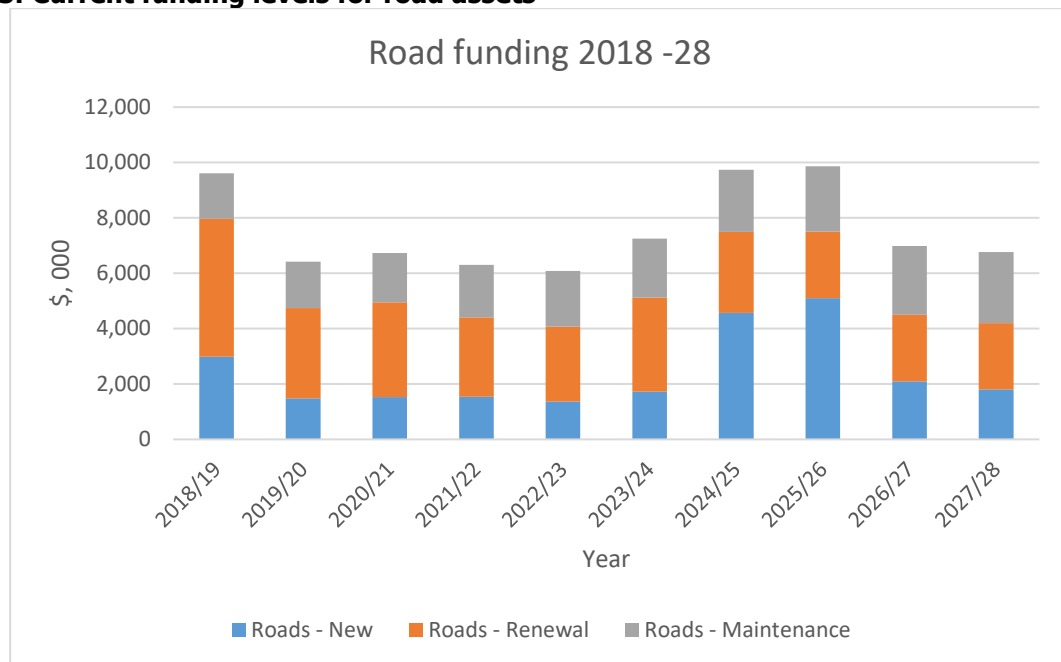
The City's current Long Term Financial Plan (LTFP) funding allocations are detailed in the following Tables 17, 18 and 19 and graphically shown in Figures 14, 15 and 16.

**Table 16: Current LTFP allocations for road assets (including grant funding)**

Year	New	Renewals	Maintenance
2018/19	2,990,000	4,975,000	1,640,000
2019/20	1,480,000	3,260,000	1,683,000
2020/21	1,525,000	3,425,000	1,780,000
2021/22	1,535,000	2,870,000	1,903,000
2022/23	1,370,000	2,697,000	2,016,000
2023/24	1,720,000	3,400,000	2,129,000
2024/25	4,570,000	2,925,000	2,244,000
2025/26	5,100,000	2,400,000	2,363,000



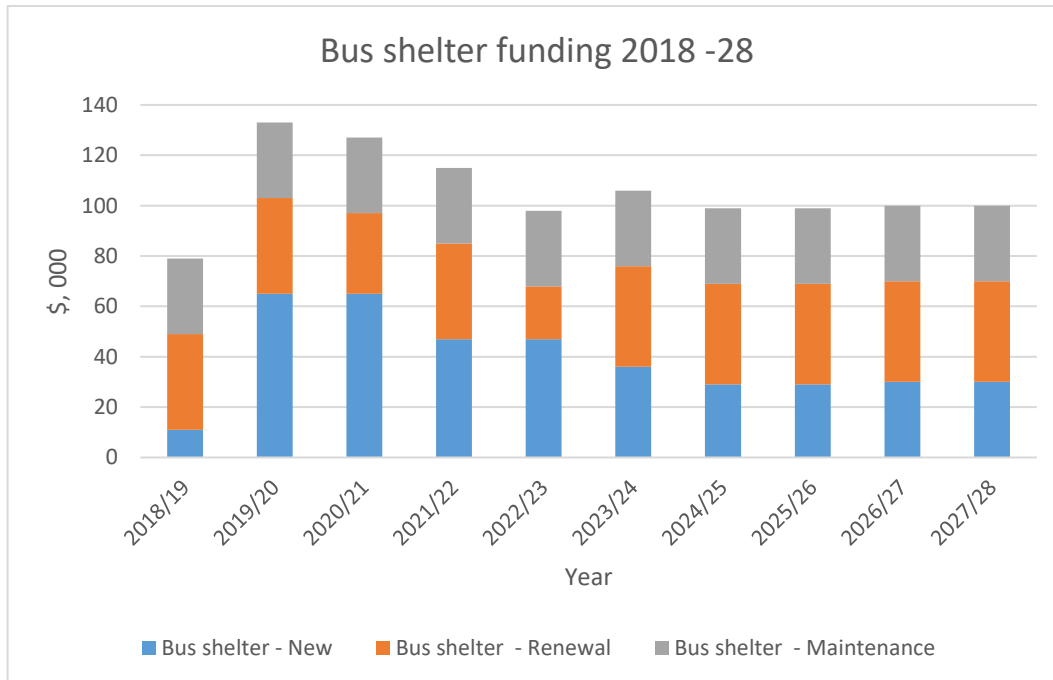
2026/27	2,100,000	2,400,000	2,486,000
2027/28	1,800,000	2,400,000	2,560,000
<b>Total</b>	<b>24,190,000</b>	<b>30,752,000</b>	<b>20,791,000</b>

**Figure 13: Current funding levels for road assets**

Roads – new funding for 2024/25 and 2025/26 (\$3 million in each year) is inclusive of proposed Kalamunda Rd dual carriageway (Newburn Rd to Abernethy Rd) construction including relocation of power and land matters. This project expected to be partly grant funded by MRRG – Road Improvements program.

**Table 17: Current LTFP allocations for bus shelter assets (including grant funding)**

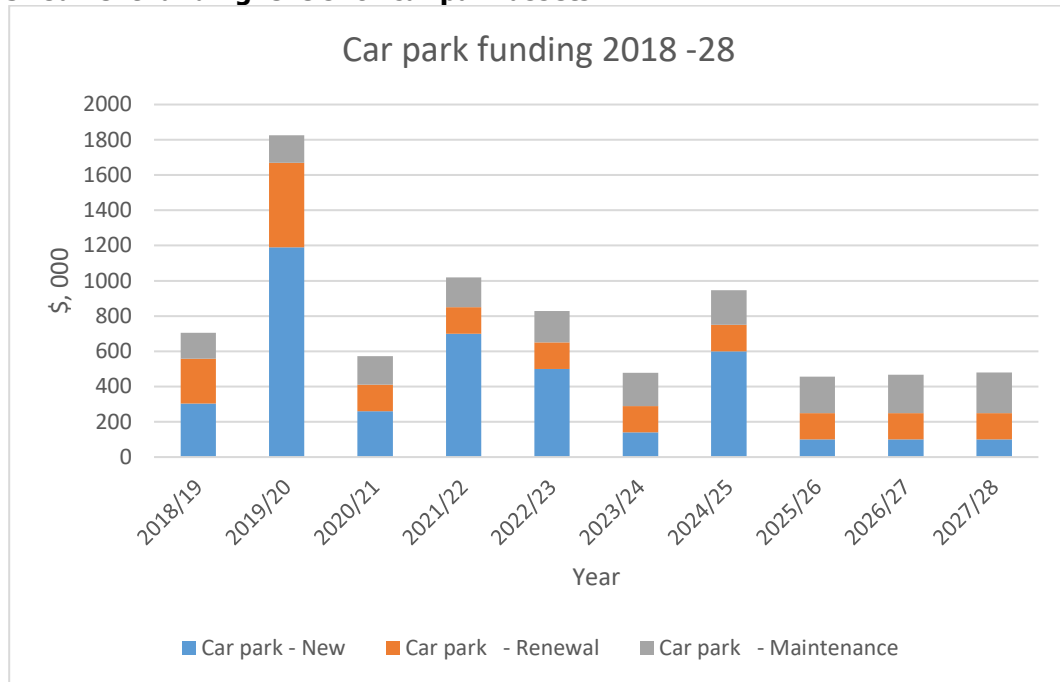
Year	New	Renewals	Maintenance
2018/19	11,000	38,000	30,000
2019/20	65,000	38,000	30,000
2020/21	65,000	32,000	30,000
2021/22	47,000	38,000	30,000
2022/23	47,000	21,000	30,000
2023/24	36,000	40,000	30,000
2024/25	29,000	40,000	30,000
2025/26	29,000	40,000	30,000
2026/27	30,000	40,000	30,000
2027/28	30,000	40,000	30,000
<b>Total</b>	<b>389,000</b>	<b>367,000</b>	<b>300,000</b>

**Figure 14: Current funding levels for bus shelter assets**

The peak in funding requests for 2019/20 and 2020/21 represents current new shelter requests.

**Table 18: Current LTFP allocations for car park assets (including grant funding)**

Year	New	Renewals	Maintenance
2018/19	303,000	255,000	147,000
2019/20	1,190,000	480,000	155,000
2020/21	260,000	150,000	162,000
2021/22	700,000	150,000	170,000
2022/23	500,000	150,000	179,000
2023/24	140,000	150,000	188,000
2024/25	600,000	150,000	197,000
2025/26	100,000	150,000	207,000
2026/27	100,000	150,000	218,000
2027/28	100,000	150,000	229,000
<b>Total</b>	<b>3,993,000</b>	<b>1,935,000</b>	<b>1,852,000</b>

**Figure 15: Current funding levels for car park assets**

The car parks renewal funding for 2019/20 is inclusive of a drainage upgrade component of \$330,000 within the Lesmurdie Tennis Club car park project.

### 8.3 Funding Strategies

The City actively seeks to maximize the funding income from external sources as a key strategy for asset renewal and upgrades. Details of current external funding sources and objectives are detailed in Table 19.

**Table 19: Grant funding sources**

Funding Program	Funding Source	External Funding Available	Expected Annual External Funding	City Contribution Required
Direct Grants	State Government / Grants Commission	Annual Allocation based on Metropolitan Funding Pool and size of City's Road Network	\$160,000	Nil
Metropolitan Regional Road Group (MRRG) – Road Rehabilitation	State Government / Main Roads WA	Annual Program based on Metropolitan Funding Pool. Maximum of \$750,000 per year per Local Government.	\$750,000	1/3rd of total project cost
MRRG – Road Improvements	State Government / Main Roads WA	Annual Program based on Metropolitan Funding Pool. Maximum of \$2 million per year per Local Government.	Not included	1/3rd of total project cost

<b>Funding Program</b>	<b>Funding Source</b>	<b>External Funding Available</b>	<b>Expected Annual External Funding</b>	<b>City Contribution Required</b>
Roads to Recovery (R2R)	Federal Government / Federal Government	Allocated based on Federal funding pool. Current five year program ending in 2018/19	\$520,000	
Commodity Routes Supplementary Fund (CRSF)	State Government / Main Roads WA	Considered on case-by-case basis. \$200,000 for 2018/19 for rehabilitation of section of Canning Rd	Not included	One third of total project cost
National Black Spot Program	Federal Government / Main Roads WA	Allocated based on Federal funding pool. Maximum of \$2 million per year per Local Government. (In 18/19 \$25k Hale Rd/Dawson Ave intersection upgrade)	Not included	Nil
State Black Spot Program	State Government / Main Roads WA	Allocated based on State Government funding pool. Maximum of \$3 million per year per Local Government. (In 18/19 \$1.683 million for Mundaring Weir Rd shoulder widening and roundabout installation on Maida Vale Rd/ Roe Hwy off ramp )	Not included	One third of total project cost
Bridge Special Projects Program	State Government / Main Roads WA	Considered on case-by-case basis based on works priority determined by MRWA. In 18/19, the existing timber bridge no. 828 on Mundaring Weir Rd is being replaced with concrete pipes at a cost of \$487,000 fully funded.	Not included	Nil
New Bus Shelter Program	State Government / Public Transport Authority (PTA)	50% Contribution from PTA for Bus Stops with an average weekday boarding passenger count of 15 or greater	\$6,000	Half of total project cost
Bus Shelter Maintenance Scheme	State Government / PTA	Allocation based on Metropolitan funding pool and number of qualifying bus shelters under the scheme.	\$30,000	Nil

The following actions will continue to be undertaken by the City to maximize the funding income from the above various funding sources.

- Maintain up-to-date roads data in the myData AM System to ensure data is transferred between myData and Main Roads WA IRIS system for Direct Grant funding annual



allocation.

- Conduct network wide and roads condition assessments to pre-select road sections with maximum funding possibility through MRRG Road Rehabilitation, MRRG Road Improvement, Commodity Route and Roads to Recovery Programs.
- Analyse road crash data to identify road intersections or road sections for the National and State Blackspot Funding Programs.
- Undertake annual inspections of Road Bridges to identify specific maintenance works for the Bridge Special Projects Program.
- Identify bus stops with an average weekday boarding passenger count of 15 or greater for subsidy applications to PTA for new bus shelters.
- Submit City Bus Shelter numbers annually to PTA for the Bus Shelter Maintenance Scheme annual allocation.

#### 8.4 Funding Gap Analysis

The funding 'gap' is a measure of shortfall (or excess) in current funding compared to funding required to provide desired levels of service.

Predictive modelling has been carried out for roads, car parks and bus shelters and details are shown in the Appendix D. Various funding and service level scenarios are considered for each asset category. The most appropriate scenario has been selected based on community needs and affordability.

Tables 21 and 22 summarise the renewal funding needs based on selected modelling scenarios for each asset category. Basis for the selection of scenarios are detailed in Appendix D.

**Table 20: Recommended funding scenarios**

Asset Category	Selected Modelling Scenario	Ten year predicted cost	Ten year predicted funding gap
Roads	Scenario 4 - Like for like resurfacing is done when the surface conditions of roads are at condition 5. Includes rehabilitation of pavements for distributor roads when required.	30,680,000	-72,000
Bus shelters	Scenario 1 - Bus shelters are being renewed at condition 5.	660,000	293,000
Car parks	Scenario 3 - Optimized budget to maintain the average of all car park pavement at condition 3.	2,485,000	550,000

## 8.5 Key Performance Indicators (KPI)

The key indicators are calculated for Roads assets as per the Local Government Operational Guidelines are defined in Table 22.

**Table 21: Definitions of key performance indicators (DLGC (a), June 2013)**

Indicator	Purpose (DLGC (a), 2013)	Calculation Method
Asset Consumption Ratio	This ratio measures the extent to which depreciable assets have been consumed by comparing their written down value (fair value) to their replacement cost. Standard is met if the ratio can be measured and is 0.50 or greater.	Asset Consumption Ratio = Fair value/ Replacement cost
Asset Sustainability Ratio	This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out. Standard is met if the ratio can be measured and is 0.90 or greater.	Asset Sustainability Ratio (for next 10 year period) = Current LTFP funding for next 10 years/ Annual Depreciation * 10
Asset Renewal Funding Ratio	This ratio is a measure of the ability of a local government to fund its projected asset renewal / replacements in the future and can continue to provide existing levels of services in future. Standard is met if the ratio is between 0.75 and 0.95.	Asset Renewal Funding Ratio = Current LTFP funding/ Funding required to maintain current service levels

Current KPI values of each Roads asset category are shown in Table 22.

**Table 22: KPI values of Roads assets 2018 - 2028**

Asset Category	Asset Consumption Ratio	Asset Sustainability Ratio	Asset Renewal Funding Ratio
Roads (including kerbs, road bridges and safety barriers)	0.84	0.72	1.00
Bus Shelters	0.52	0.48	0.56
Car Parks	0.65	0.93	0.65

## 8.6 Recommendations

- Continue with current level of funding for the renewal and maintenance of roads assets (surfaces, pavements, road safety barriers),
- Increase the funding for the renewal and maintenance of bus shelters by \$30,000 per annum,
- Increase the funding for the renewal and maintenance of car parks by \$55,000 per annum,
- Continue to optimise grant funding opportunities with appropriate planning and analysis work.

## 9. IMPROVEMENTS, MONITORING AND REVIEW

### 9.1 Performance Monitoring

The City's Infrastructure Asset Management Steering Committee (IAMSC) will monitor the performance of the City's Asset Management activities including

- Ensuring actions are undertaken from the asset management plans, and
- Assigning tasks through the City's Corporate Business Plan.

### 9.2 Improvement Plan

The Asset Management Improvement Plan for Roads assets is shown in Table 23.

**Table 23: Asset management improvement plan for Roads Assets**

Task No.	Task	Responsible Department	Timeline
1	Update the Infrastructure Asset Management Policy to include a 'like for like' rule for upgrading residential streets, meaning spray seal will be resurfaced with spray seal, and asphalt will be resurfaced with asphalt.	Asset Management	2018/19
2	Complete an accessibility assessment of car parks	Asset Management	2018/19
3	Develop a three year resurfacing and rehabilitation program for inclusion into the Long Term Financial Plan.	Asset Management	2018/19
4	Investigate the use of Assetic or similar software for improved maintenance management including mobile capability for field crews, and integration with Assetic.	Asset Services	2018/19 and 2019/20
5	Collect additional asset information for signs and traffic islands including location, inventory and attribute data and create GIS information layers for: <ul style="list-style-type: none"> <li>• Signs including directional signs, parking signs including reserve and facility signs, and</li> <li>• Traffic treatments including roundabouts, medians, and traffic calming islands.</li> </ul>	Asset Management	2018/19 and 2019/20
6	Develop a Roads Maintenance Management Plan including: <ul style="list-style-type: none"> <li>• Risk assessments and criticality,</li> <li>• Establish response times,</li> <li>• Establish inspection frequencies,</li> <li>• Consider implementing activity based costing at asset level, and</li> <li>• Record maintenance requests against individual assets.</li> </ul>	Asset Services	2019/20
7	Develop a Long Term Pavement Management Program including: <ul style="list-style-type: none"> <li>• Conduct FWD survey and targeted coring,</li> </ul>	Asset Management	2019/20 and 2020/21



	<ul style="list-style-type: none"> <li>Analyse road pavements on main distributor networks,</li> <li>Research lower whole of life cost treatment options for resurfacing residential streets.</li> </ul>		
8	Develop an Integrated Transport Plan including: <ul style="list-style-type: none"> <li>Quantify future demand,</li> <li>Propose new asset requirements and non-asset solutions,</li> <li>Methodology to rate roads based on their capacity, function and utilization,</li> <li>Crash risk assessment, and</li> <li>Road safety strategy.</li> </ul>	Asset Planning	2019/20 and 2020/21
9	Progress the Main Roads WA Road Re-classification of Canning Road, Welshpool Road East and Abernethy Road.	Asset Planning	Ongoing to 2020/21

### 9.3 Review Procedures

Next review of this AMP is scheduled for 2021/2022.

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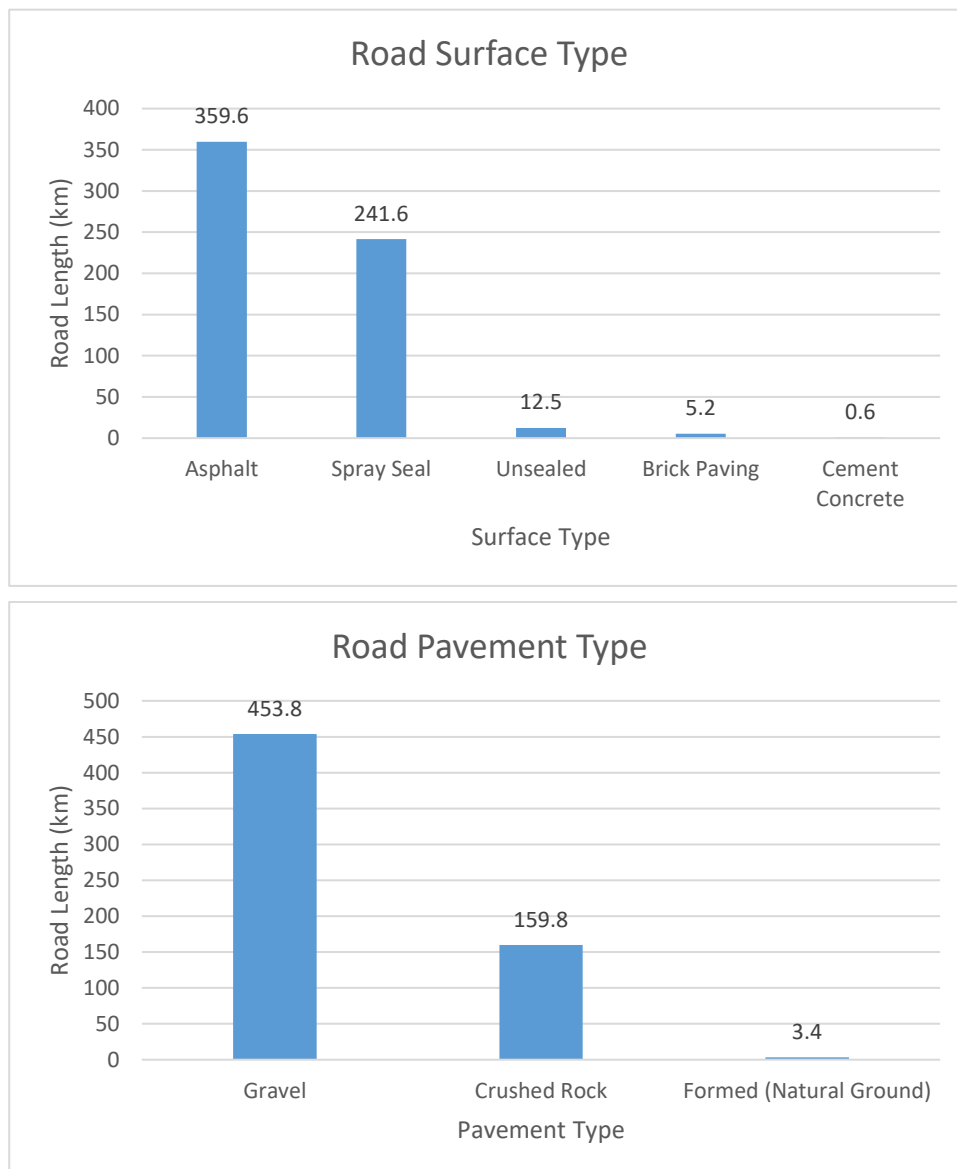
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## APPENDIX A: ASSET INFORMATION SUMMARY

### A 1.1: Roads - surfaces, pavements and formations

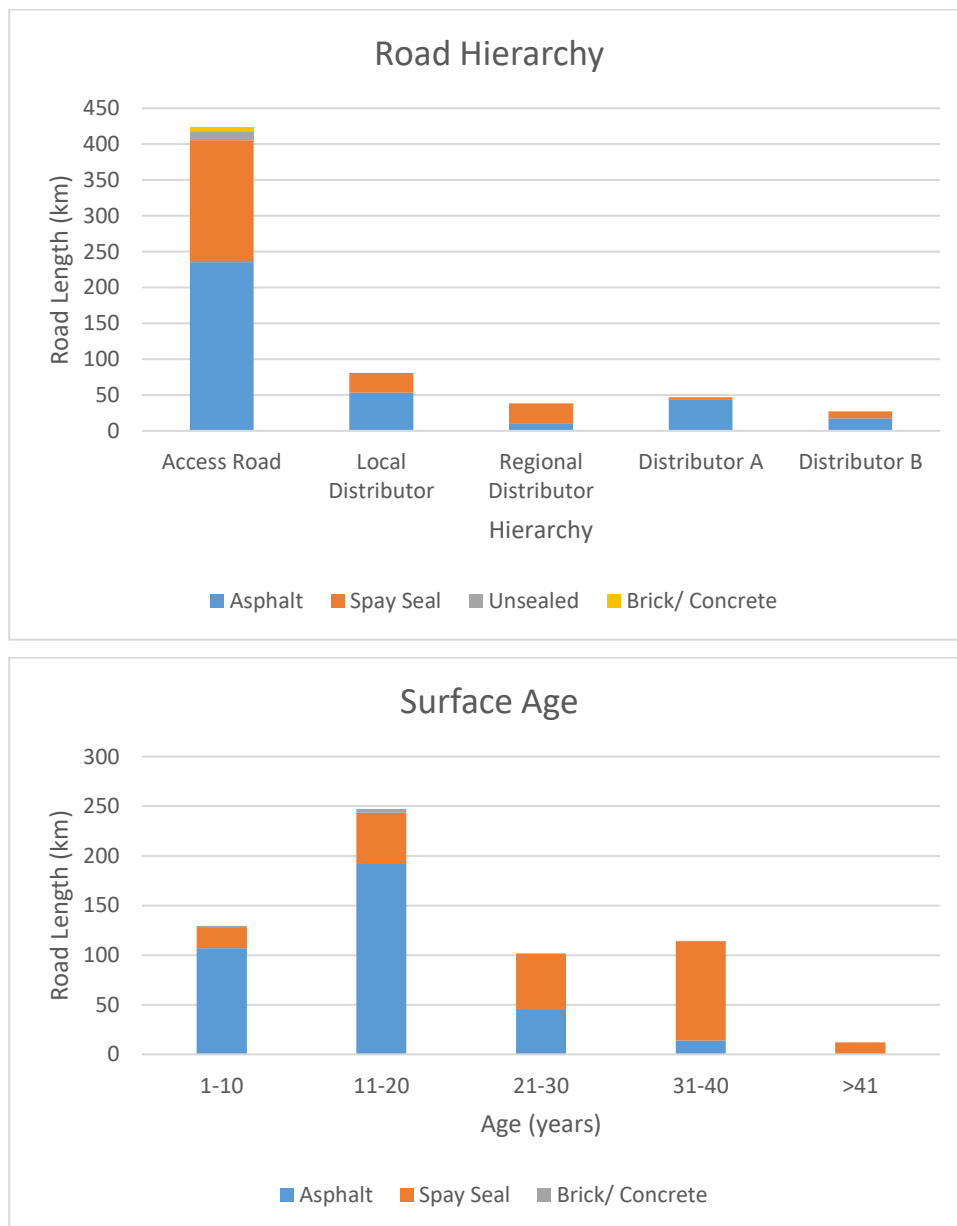
There are 617 kilometres of roads managed by the City, with the majority being sealed (asphalt, spray seal, brick and cement). There are 12.5 kilometres of unsealed road. The majority of the road pavements, the layers under the surface, are built using gravel (laterite gravel, blue gravel or crushed limestone).

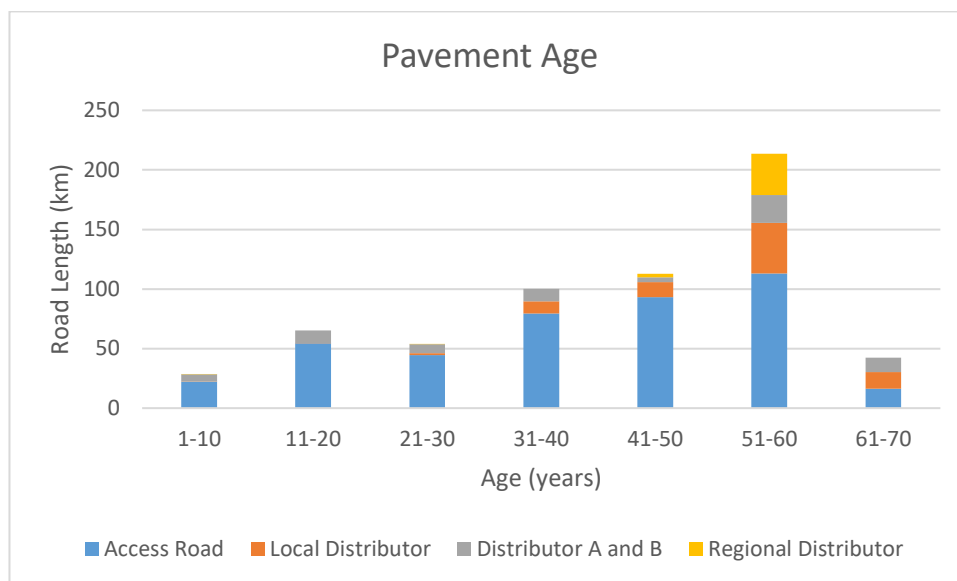


In terms of road hierarchy, Access Roads comprise the longest portion of roads being 424 km total.

These are low traffic volume roads providing access to properties. Of the Access Roads, 126 km have surfaces older than 30 years, with most of them being spray seals. 256km of roads comprised of pavements older than 50 years, almost half of them are Distributor Class roads.





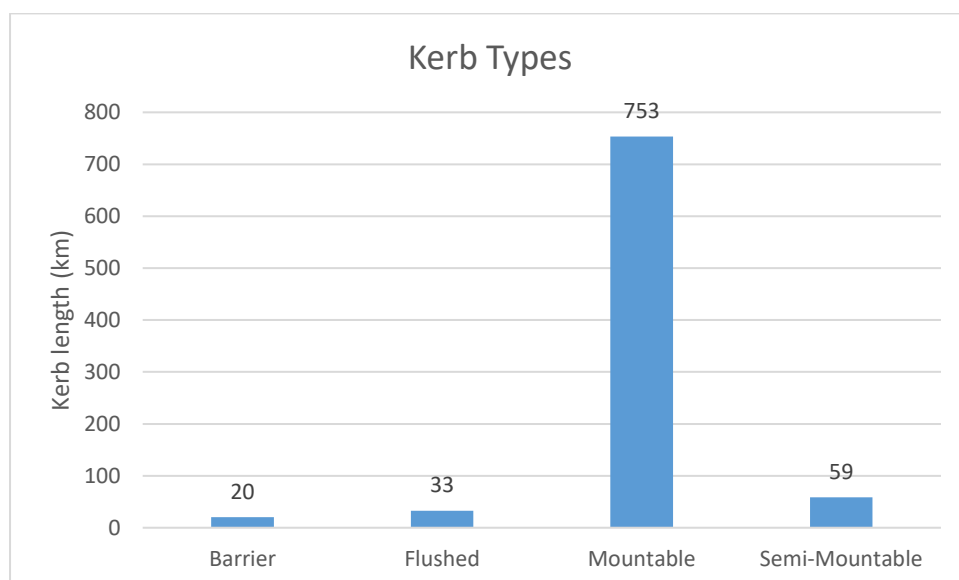


### A 1.2: Roads - kerbs

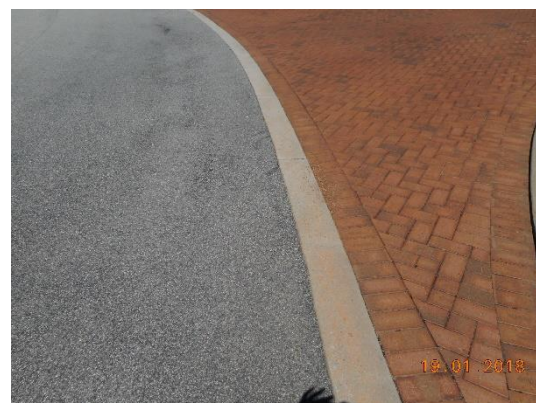
The City's road network includes 884 km of road side kerbs. Kerbs in the road centre medians, traffic islands and roundabouts are recorded with respective assets.

Kerbs are generally provided in urban roads as a mechanism to channel runoff water on roads into an entry pit of an underground drainage system.

Kerb network consist of four main types as defined by the MRWA.



Barrier



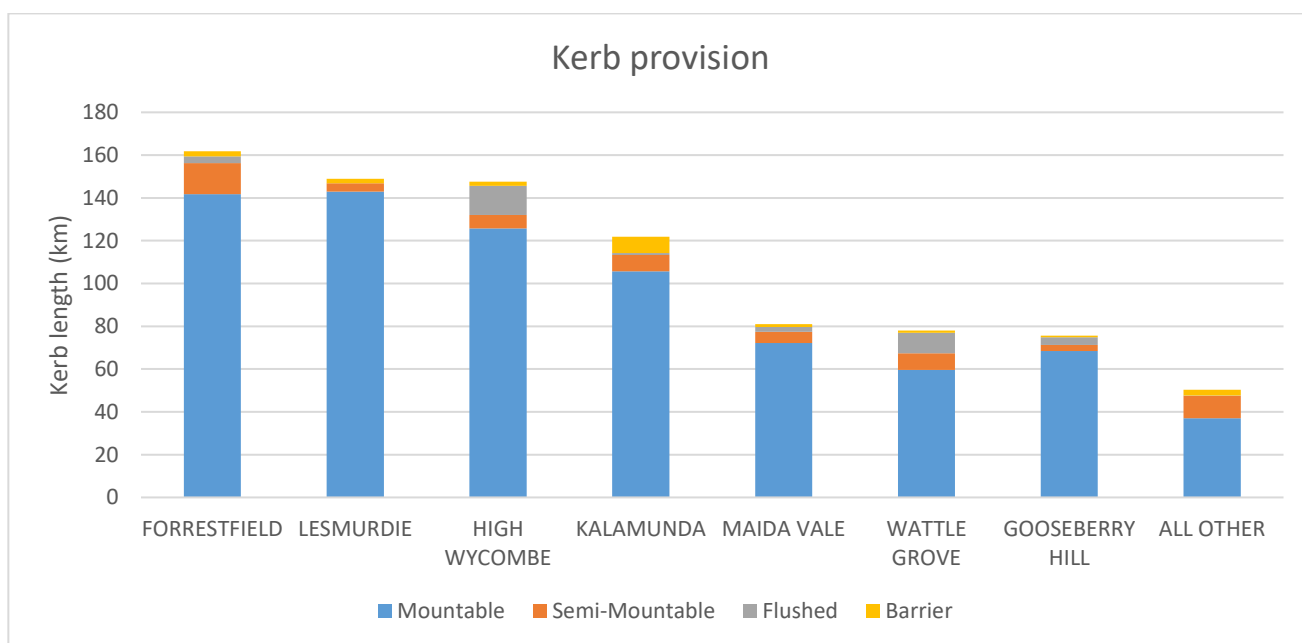
Flushed



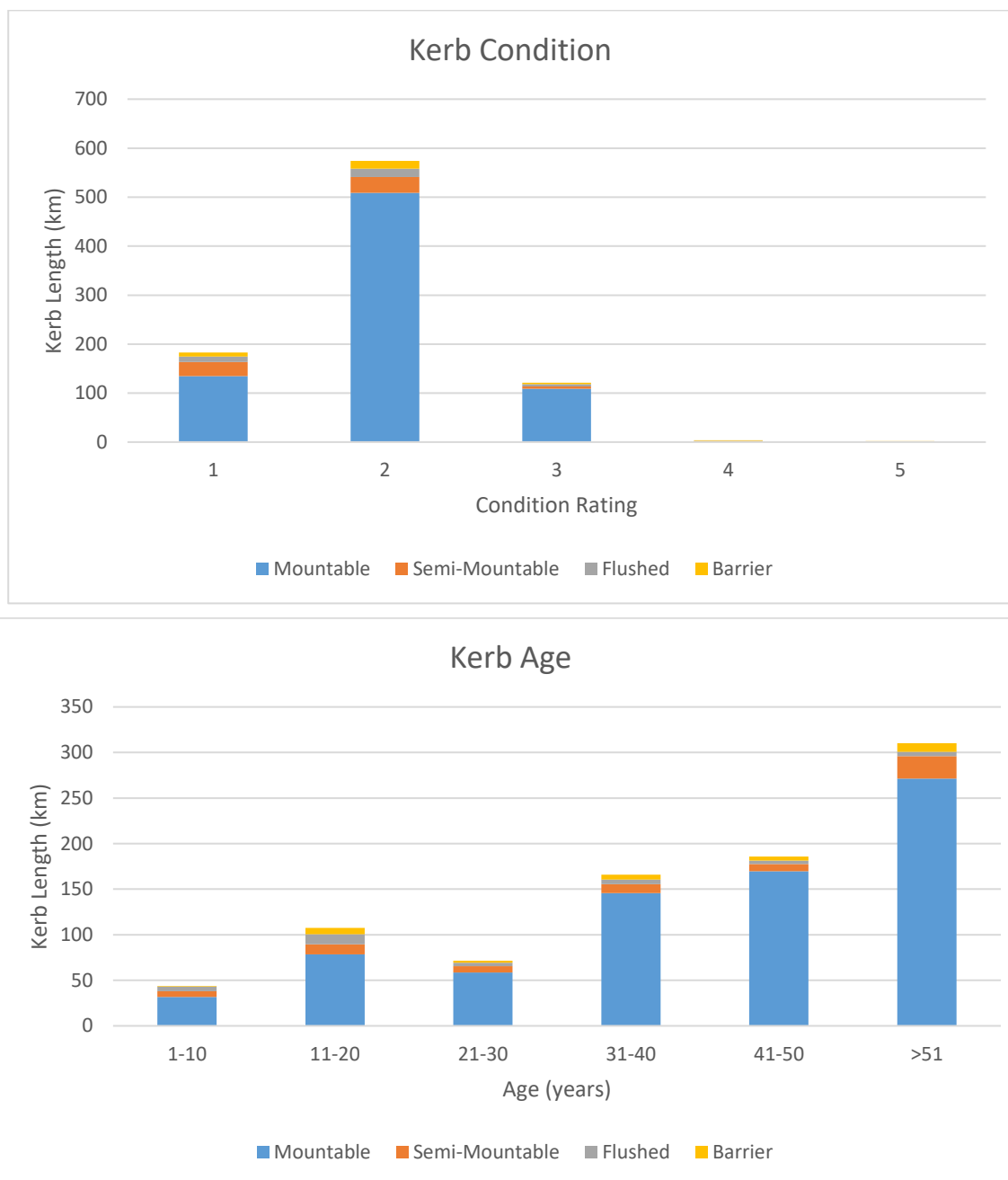
Mountable



Semi-mountable





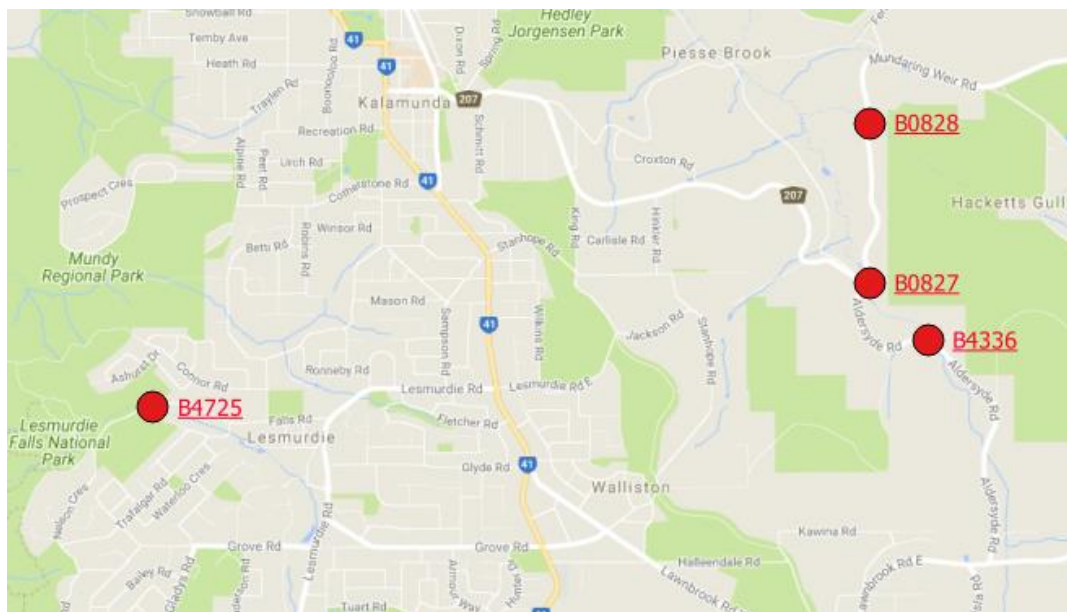


## A 2: Road Bridges

Bridge Asset Category is consist of 4 road bridges.

The City is responsible for undertaking Level 1 (visual) annual inspections and routine/preventative maintenance of road bridges. Main Roads Western Australia (MRWA) is responsible for 5 yearly structural inspections and providing funding for undertaking structural repairs and upgrading.

Locations of the 4 road bridges (identified by the bridge no.) are shown in the following map.



B4725



B828



B827



B4336

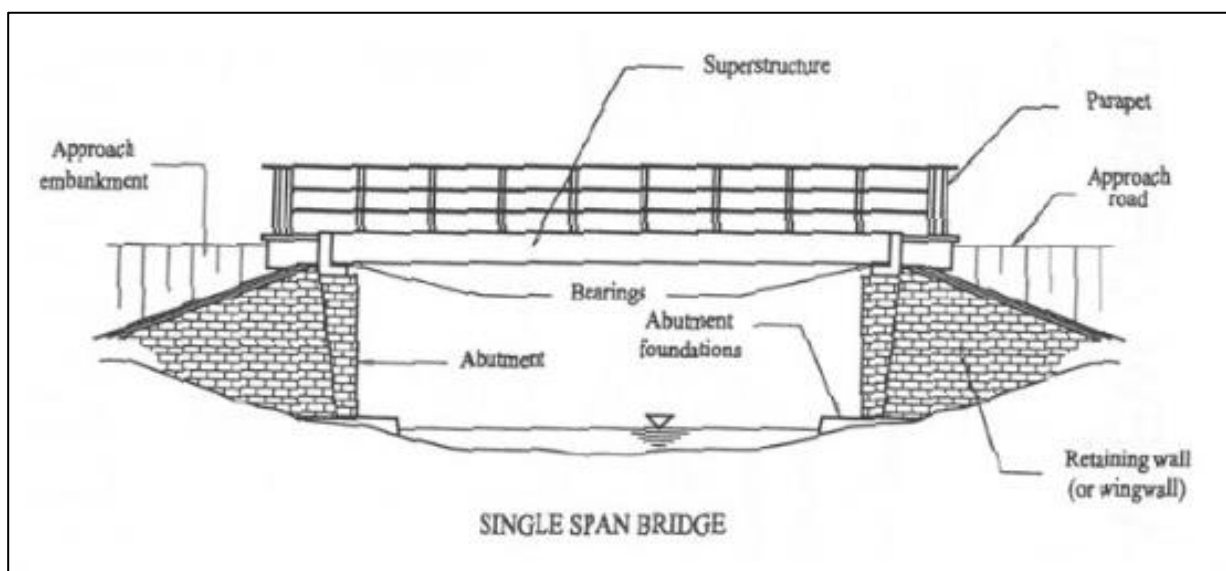
Bridge no. 828 is due to be renewed (replacing current timber structure with concrete culverts) in 2018/19 and the works are fully funded by the MRWA.

All the bridges have been assessed for their condition in January 2018 and have been rated considering the visual condition of bridge sub-structure and super-structure. A rating of 1 represents

a bridge in very good condition and rating 5 a very poor condition.

Bridge	Age	Total Replacement Value \$,000	Construction Material	Sub-structure visual condition	Super-structure visual condition
B0827	80	321	Timber	2	2
B0828	80	244	Timber	2	2
B4336	56	214	Concrete	3	2
B4725	58	171	Concrete	3	2
<b>All bridges</b>	<b>69</b>	<b>950</b>			

The City's all road bridges are single span and components of typical bridge is shown below. The substructure is consist of abutments and retaining walls.



Source: <https://www.slideshare.net/illpa/bridge-1403689/11>

### A 3: Bus Shelters

There are 541 public bus stops located within the City of Kalamunda. The City has the ownership for 523 stops. The rest are fully owned by either Public Transport Authority (PTA), Department of Education or Private Schools.

Main constructed assets within a bus stop are shelter and hard stand. This AMP covers 190 bus stop shelters as the City has the asset ownership and maintenance responsibility of the shelters.

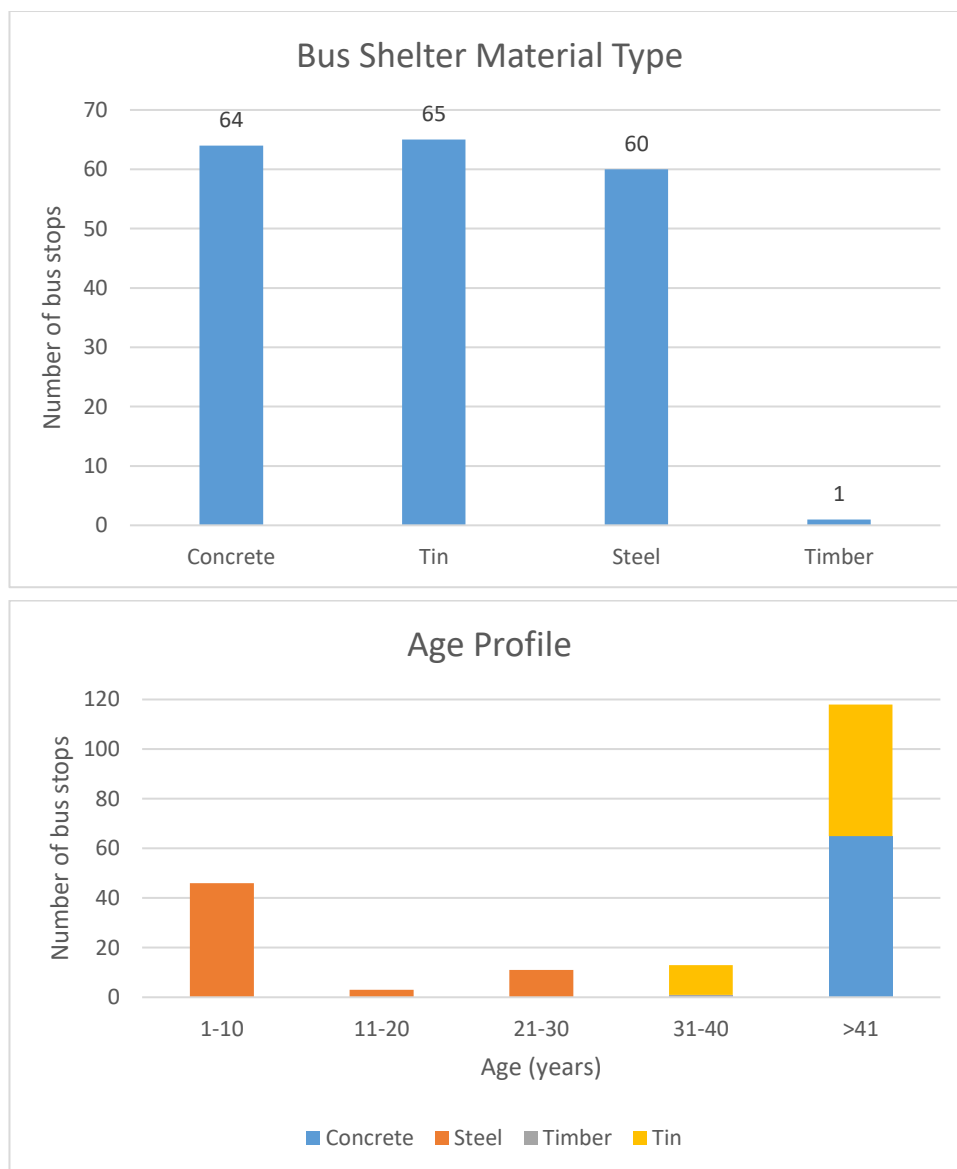
PTA also contributes towards some of the bus stop routine maintenance costs and provides funds for new/ renewal of shelters for bus stops with boarding passenger number is higher than 15.

The City's old bus shelters are mostly made of tin and concrete while newer shelters are steel. Steel shelters are of two makes; Esplanade and Miricale. The Miricale shelters are prone to vandalism due to side panels are easily removable. Currently there are only 2 bus shelters with Condition 5. One

shelter is scheduled to be repaired within 18/19. The other Condition 5 shelter is not part of PTA bus route, hence considered for disposal. Most condition 4 assets are consist of tin shelters which are well pass its expected useful life of 20 years.

Restoring of Miricale shelters are mostly undertaken utilizing maintenance budget while most tin shelters require full replacement as a capital expenditure. The City current standard new and replacement (modern equivalent) bus shelter make is Esplanade.

Majority of the concrete shelters are of Condition 3 indicating that they in good structural condition but require maintenance such as painting and seat repairs. Condition 3 tin shelters are likely to able to be kept at the same condition with timely undertaking of required maintenance.







Typical Concrete bus shelter



Typical tin bus shelter



Steel bus shelter (Esplanade)

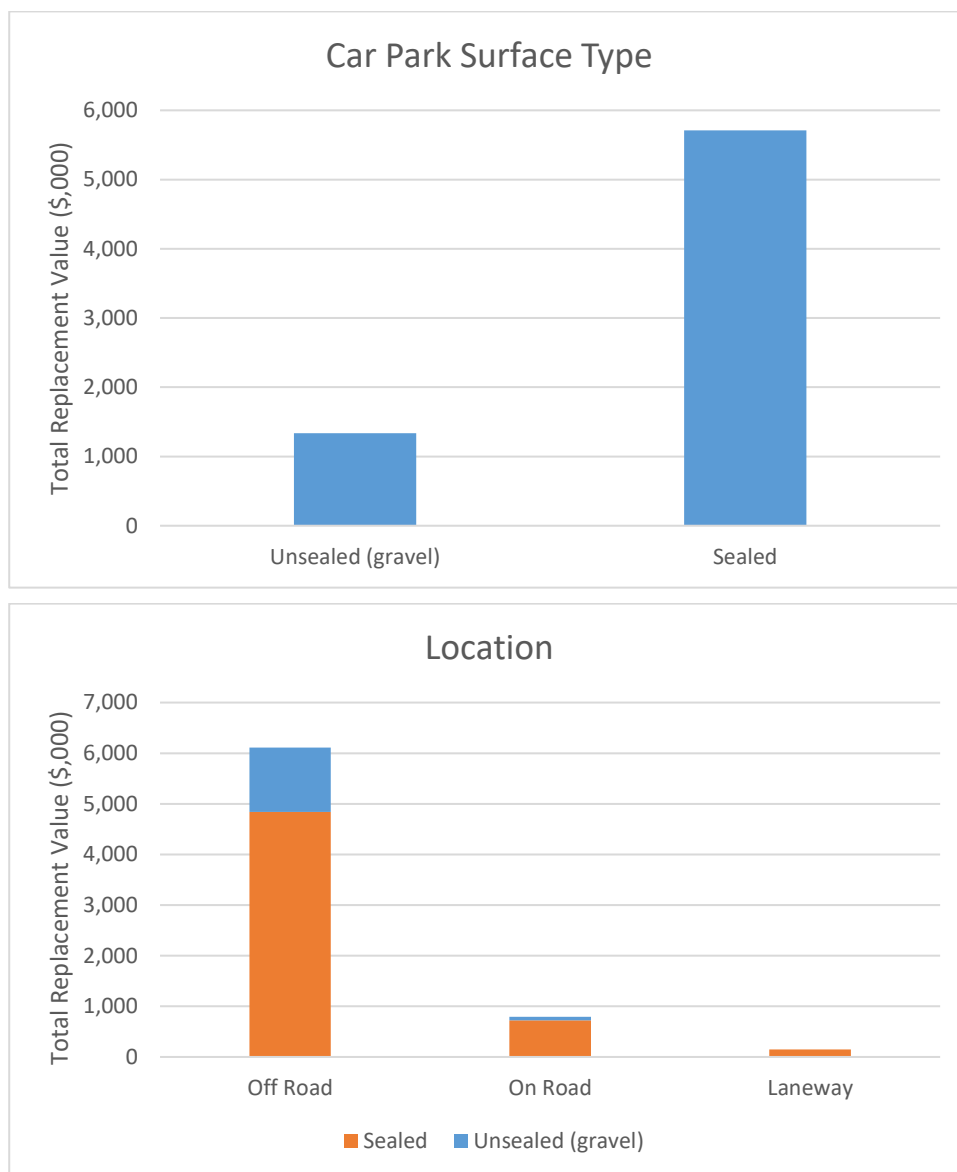


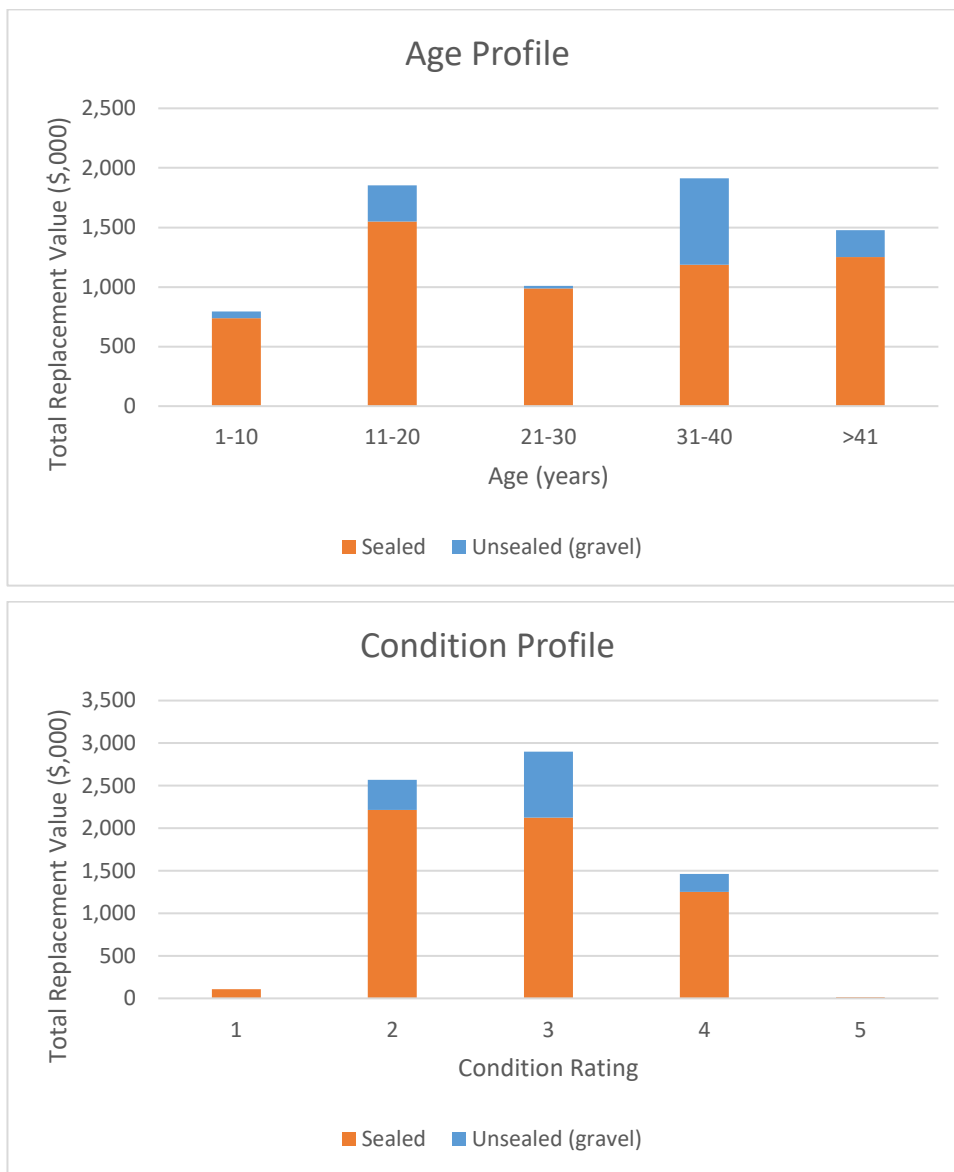
Steel bus shelter (Miricale) with vandalised panels

#### A 4: Car Parks

The City owns and manages 273 car park sites comprising total area of 225,000 m<sup>2</sup> with a current replacement value of \$8.4 million.

The City's car parks are categorized based on their surface types and location. Sealed car parks consist of an asphalt or spray seal surface while unsealed car parks have a gravel surface. Car parks are located either along the road carriageways (on-road) or away from the road (off-road).

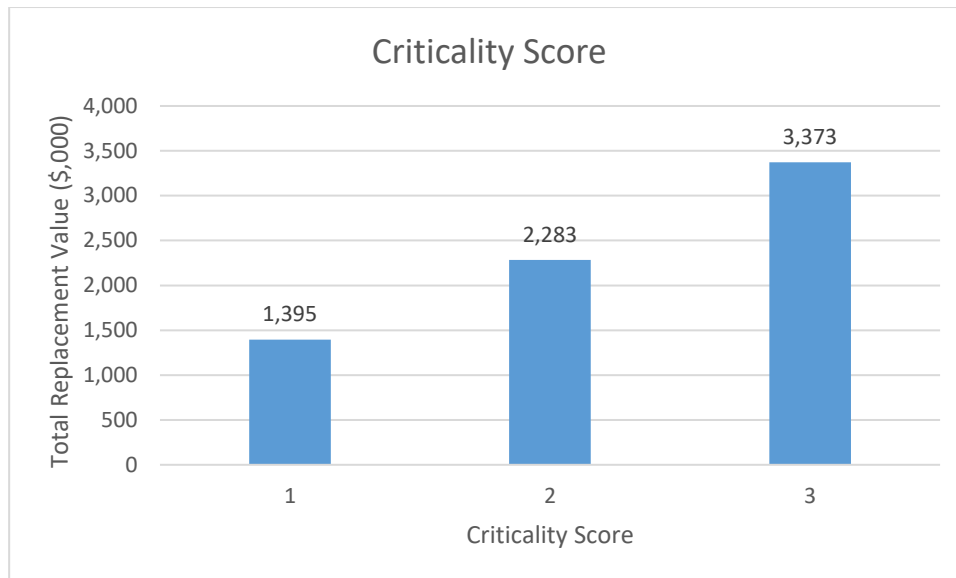




A criticality score has been used for the purpose of prioritization of car parks renewal works. Each car park has been qualitatively assessed for their usage levels and importance for service provision. The criticality score is calculated based on following matrix where car parks where assets score of 1 is considered to be critical for the City's service provision.

Hierarchy	Usage		
	High	Medium	Low
High	1	1	2
Medium	1	2	3
Low	2	3	3





### A 5: Road Safety Barriers

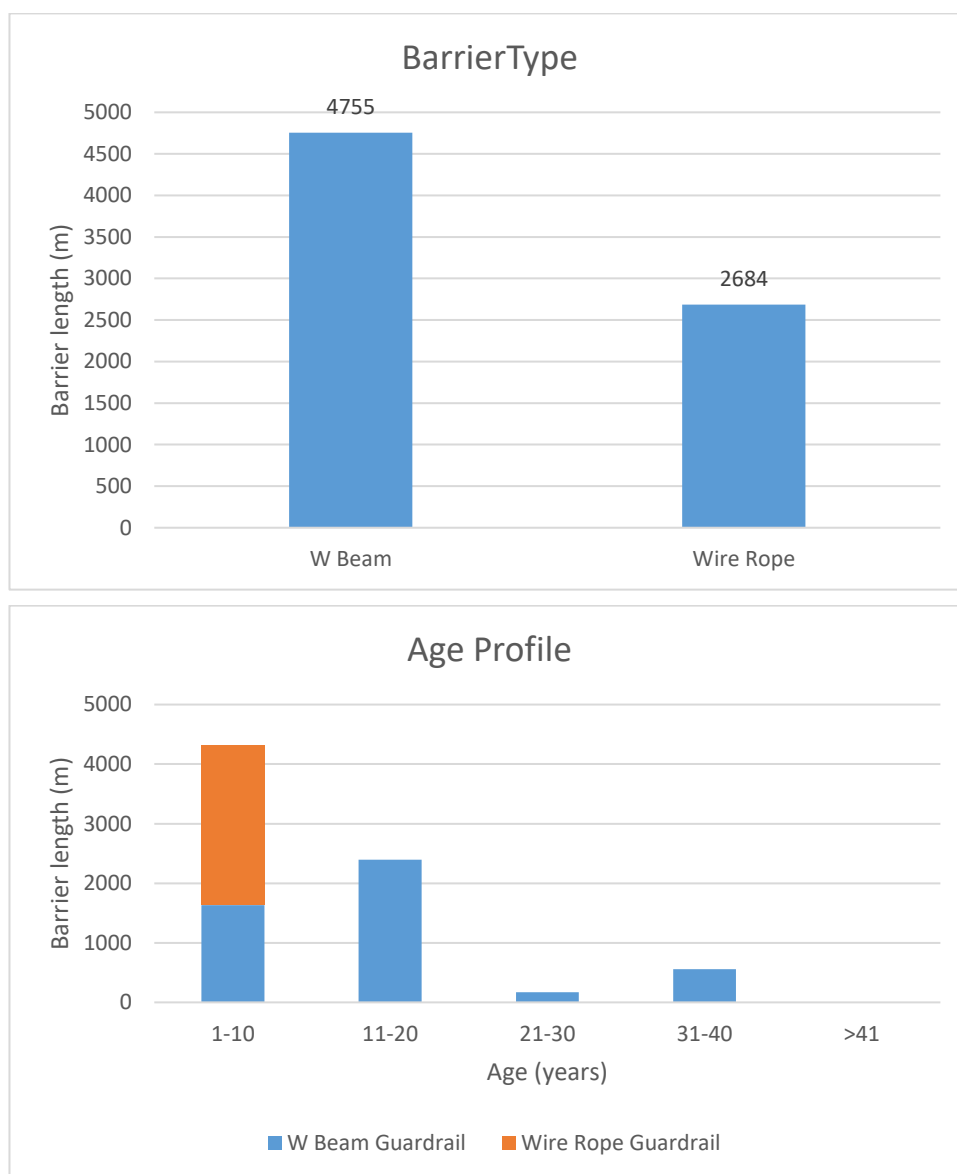
Road safety barriers within the City have a total length of 7,439m with estimated current replacement cost of \$895,000. They are two types as shown below.

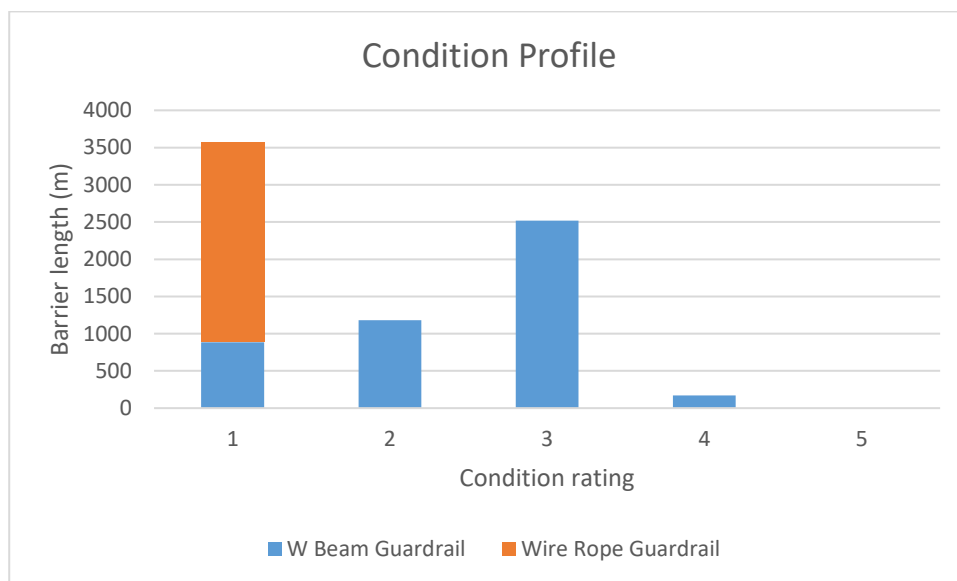


W beam



Wire Rope

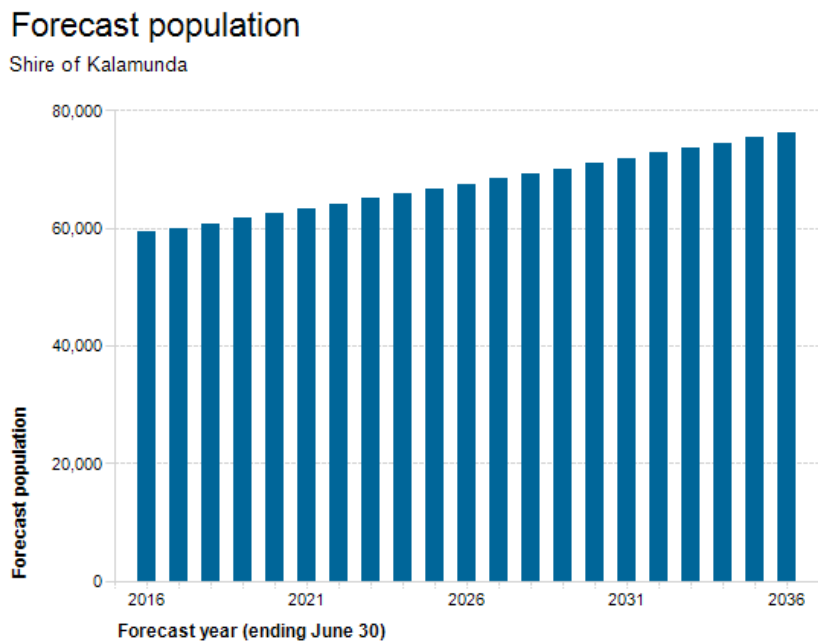




## APPENDIX B: POPULATION FORECASTS

The City's demographic information and analysis is provided by .id (<http://profile.id.com.au/kalamunda>) are based on results from the 2016, 2011, 2006, 2001, 1996 and 1991 Australian Bureau of Statistics Censuses of Population and Housing.

### Population forecast to 2036

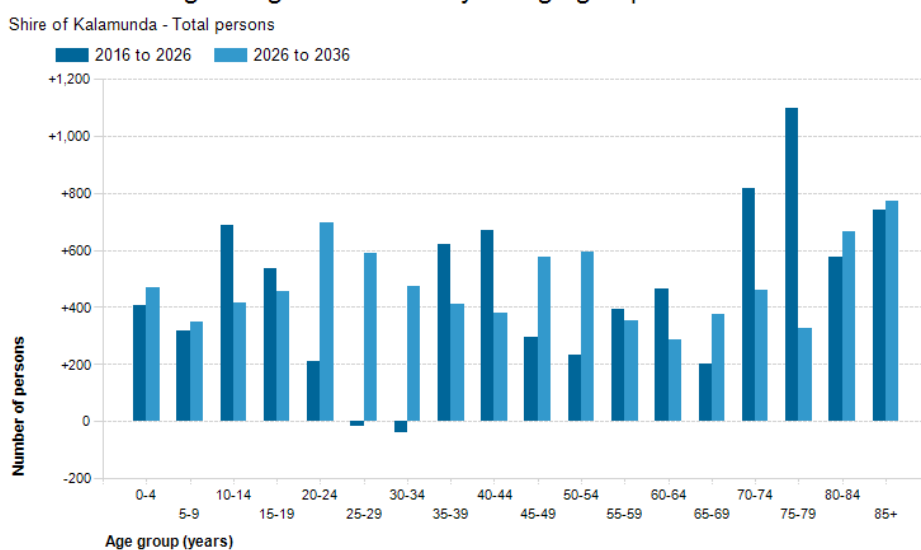


Population and household forecasts, 2016 to 2036, prepared by .id, September 2017.

.id the population experts

### Age structure forecast

#### Forecast change in age structure - 5 year age groups



Population and household forecasts, 2016 to 2036, prepared by .id the population experts, September 2017.

.id the population experts



## APPENDIX C: PREDICTIVE MODELLING

Predicate modelling was undertaken for roads, bus shelters and car parks utilizing the City's predictive modelling tool Assetic Predictor, over a ten year period.

Several level of service scenarios have been analysed and the funding requirements for each Scenario are summarized in following tables and figures.

### C 1 Road Surfaces and Pavements

The process of scenario modelling for road surfaces and pavements includes following key actions.

1. Collection of road condition on every road lane in the entire City using a specialized automated data collection vehicle. This data has been collected in accordance with WALGA Road Visual Condition Assessment Manual - 2016. It prescribes the collection of extent and severity of different types defects in roads. Each defect type and its extent and severity dictates which treatment to be applied.
2. The City engaged an experienced consultant to produce a road treatment matrix. The matrix was to decide the suitable treatments for various defect types and their extent and severity. It incorporated traffic loading and the road hierarchy. The overall treatment selection process is shown in Figure A. Roads are categorized into three hierarchies called Access, Local Distributor and District Distributor based on traffic loading measured by ESA (equivalent standard axles). Each hierarchy will have its own treatment selection process based on its defect levels. The treatment selection process for Access roads are shown as an example in Figure B.

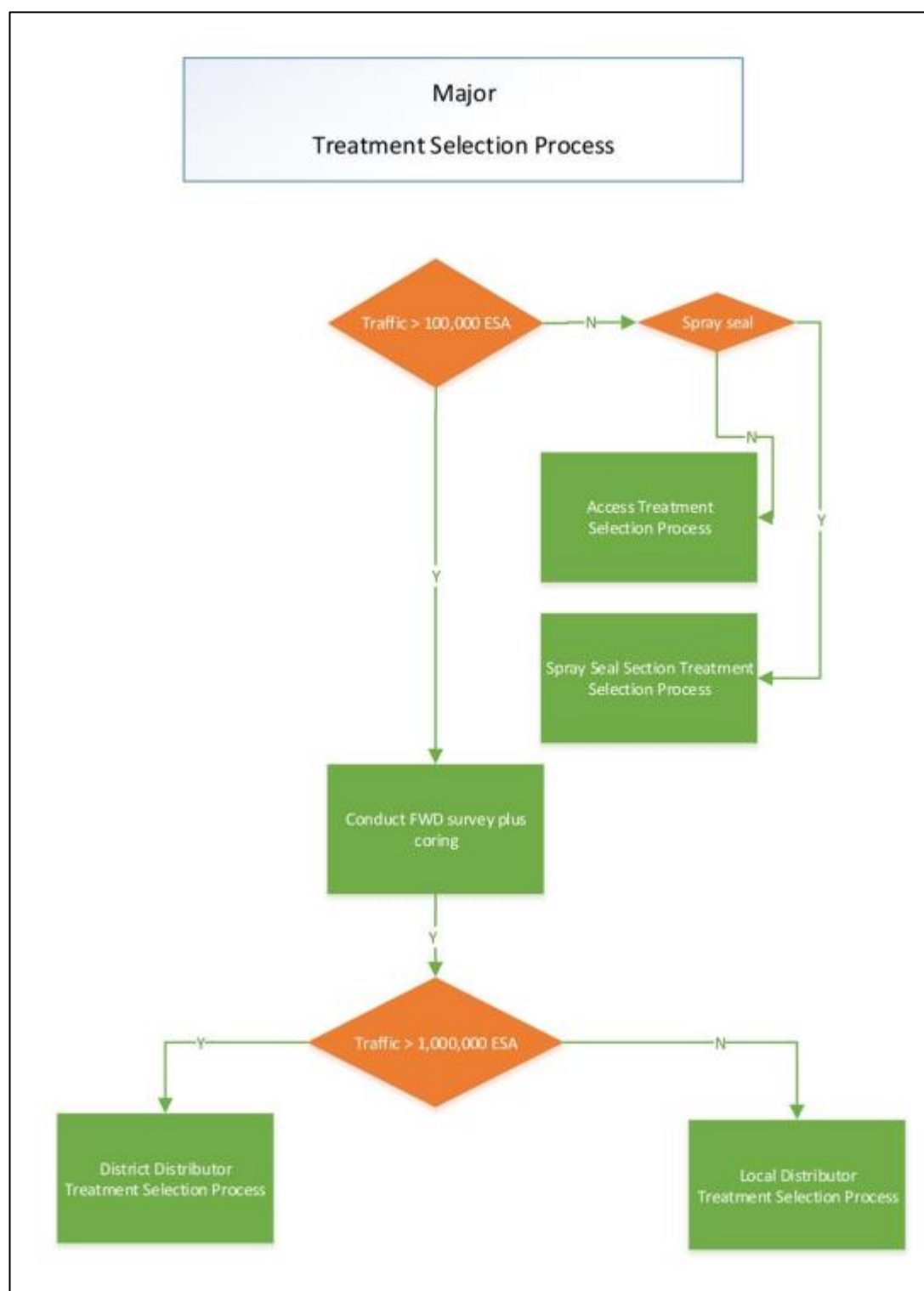
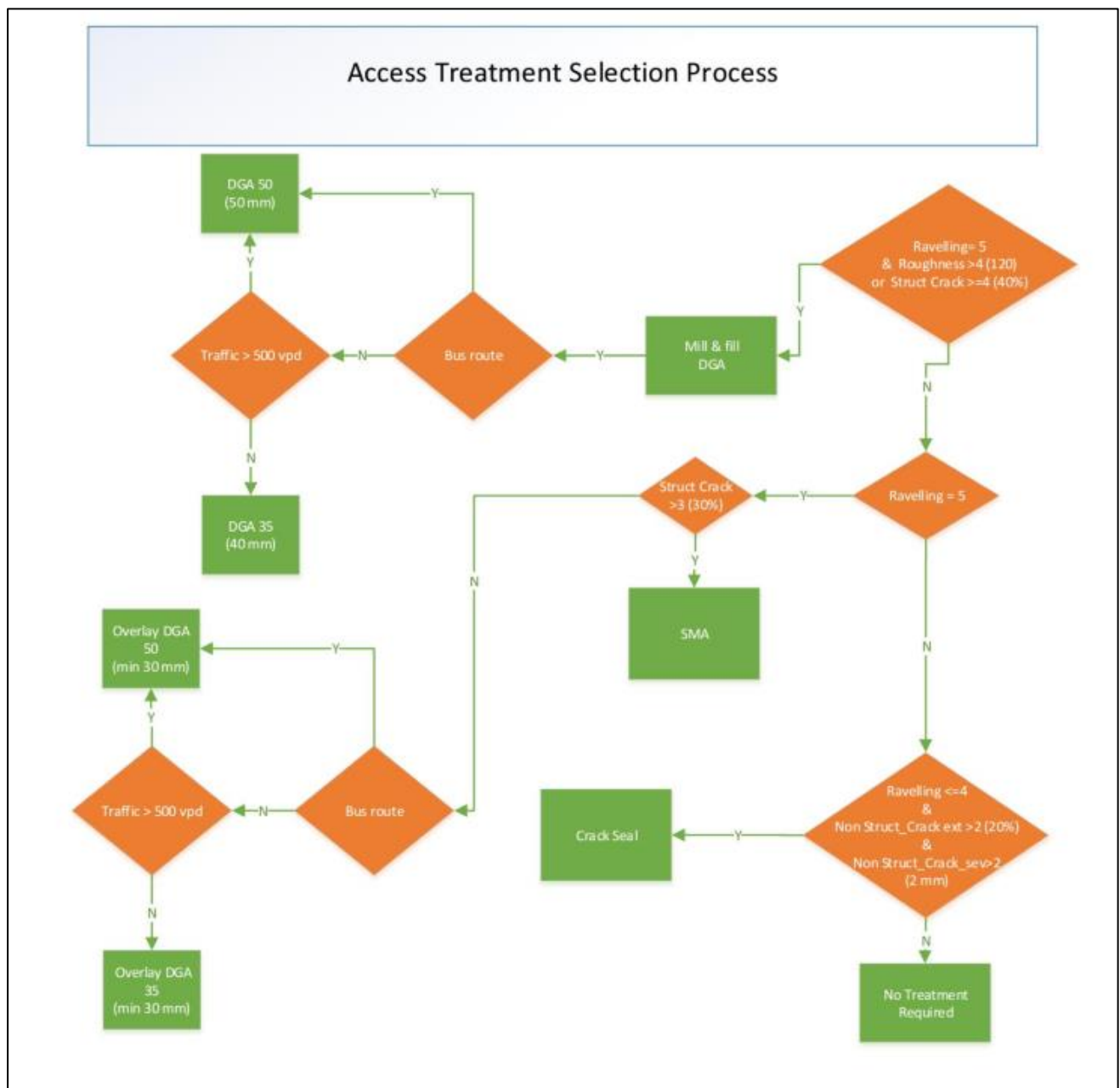


Figure A: Main process flow for road treatment selection (Source: Kalamunda Treatment Matrix, Talis Consultants)



**Figure B: Road treatment selection process for Access roads (Source: Kalamunda Treatment Matrix, Talis Consultants)**

- The next step is to develop a model in Assetic Predictor incorporating the road condition data and treatment matrix to generate long term funding requirements. A screen shot of the City's roads prediction model is shown in Figure C.

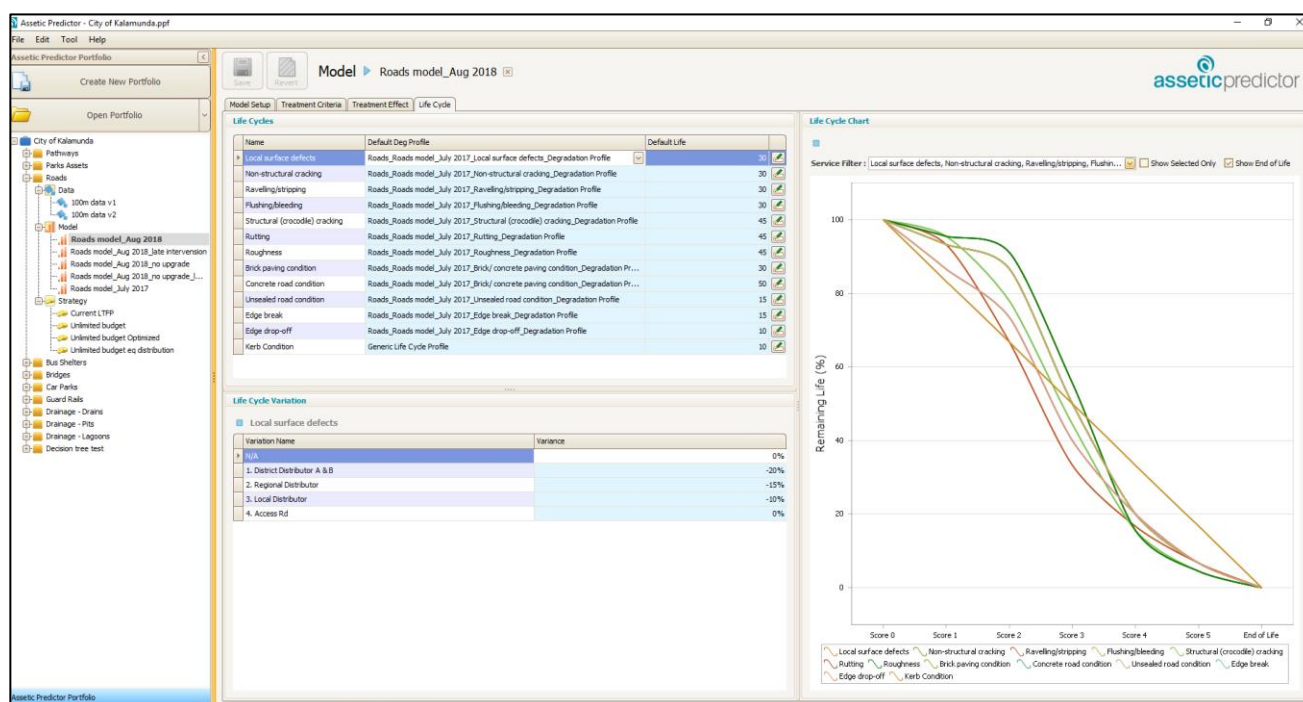


Figure C: City of Kalamunda Roads Funding Prediction Model

4. The different level of service scenarios are modelled to predict the varying funding requirements. The results of each scenario model is shown in the table below.

Table 24: Roads predictive modelling scenarios

Scenario No.	Scenario Name	Description	Ten year predicted cost	Ten year predicted funding gap (current ten year funding is \$30,752,000)
S1	Upgrading to asphalt, early intervention	Upgrading of surfacing to asphalt is considered when the surface conditions of residential roads are at Condition 4. Includes rehabilitation of pavements in distributor network.	49,984,000	19,232,000
S2	Spray seal re-surfacing, early intervention	Like for like resurfacing is done when the surface conditions of residential roads are at Condition 4. Includes rehabilitation of pavements in distributor network.	35,886,000	5,134,000
S3	Upgrading to asphalt, late intervention	Upgrading of surfacing to asphalt is considered when the surface conditions of residential roads are at Condition 5. Includes rehabilitation of pavements in distributor network.	40,963,000	10,211,000

Scenario No.	Scenario Name	Description	Ten year predicted cost	Ten year predicted funding gap (current ten year funding is \$30,752,000)
S4	Spray seal re-surfacing, late intervention	Like for like resurfacing is done when the surface conditions of all roads are at Condition 5. Includes rehabilitation of pavements in distributor network.	30,680,000	-72,000

The level of service has been measured using two criteria;

1. Providing asphalt (picture 4c) surfaces when renewing current spray seal surfaces (picture 4a) provides a higher level of service. The asphalt provides smoother surfaces with less road noise. All new residential roads are built with asphalt surfaces. The community consultation in Section 4 did not express a preference for either type of treatment. However feedback during road resurfacing shows a preference for asphalt over spray seal. As this is not quantified, no upgrade to the level of service is proposed the AMP. To reinforce this position, it is recommended to update the Infrastructure Asset Management Policy to show a 'like for like' replacement rule.

Picture 4a



Picture 4c

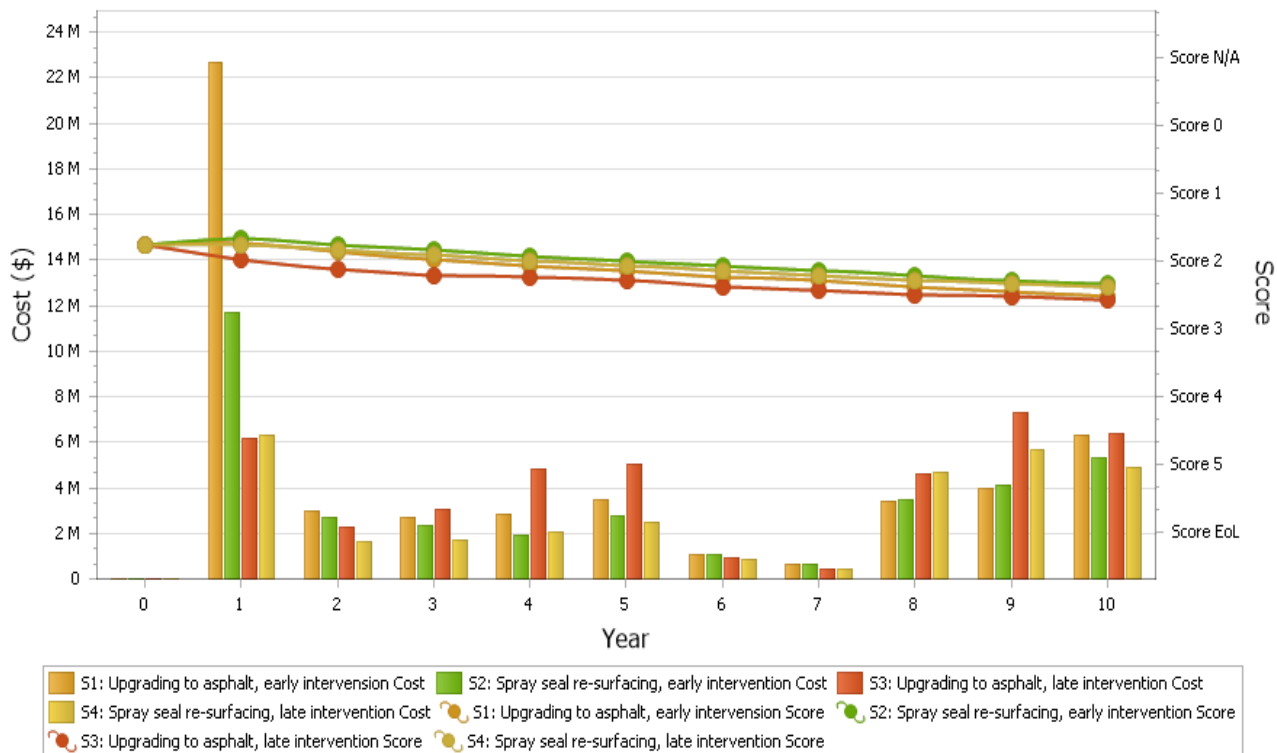


2. Early intervention also provides higher level of service as the road is less deteriorated when the treatment is applied. Therefore the community continues to receive a better level of service throughout. In contrast, if the intervention is delayed, the community is expected to receive a lower level of service for a period of time until the treatment is applied.

Based on the above criteria, the highest level of service is provided by scenario S1 and lowest by scenario S4. Scenarios S2 and S3 provide a higher level of service for one criteria and lower level of service for the other criteria. It is noted that current funding level (\$31 million over ten years) is only adequate to provide the existing level of service (S4) to the community.



The following graph shows the optimum funding for each scenario. The spike in the first year is related to the current back log of works. However in reality, this back log is cleared over the period of time, with funds are allocated equally over the 10 year period.



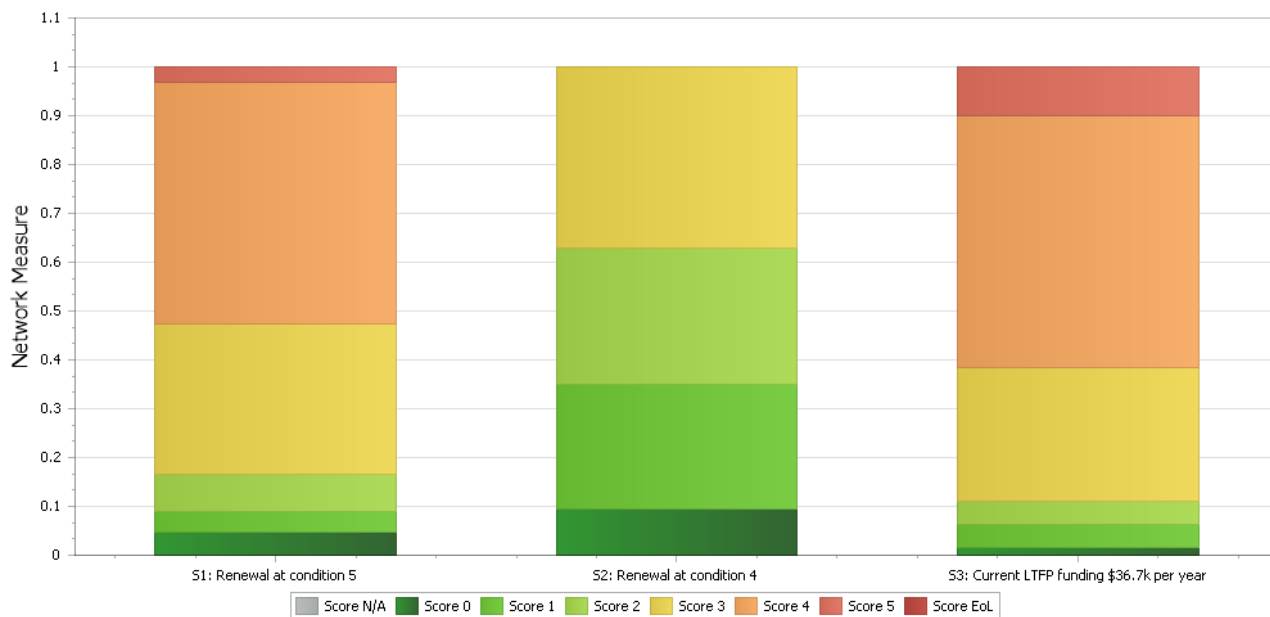
## C 2: Bus shelters

The bus shelters are modelled on the basis that very poor bus shelters will be replaced with the modern equivalent bus shelter with disability access compliant concrete pads and seating. This provides a higher level of service and typical new bus shelter arrangement will look like the following. The cost of supply and installation of a single shelter with pad is approximately \$20,000.

**Table 25: Bus shelter predictive modelling scenarios**

Scenario No.	Scenario Name	Description	Ten year predicted cost	Ten year predicted funding gap	Average condition of bus shelters network at the end of ten years
S1	Renewal at condition 5	Bus shelters are renewed at condition 5.	660,000	293,000	3.3
S2	Renewal at condition 4	Bus shelters are renewed at condition 4.	2,640,000	2,273,000	1.9
S3	Current LTFP funding	Current funding levels continue (\$36,700 per year).	367,000	Nil	3.5

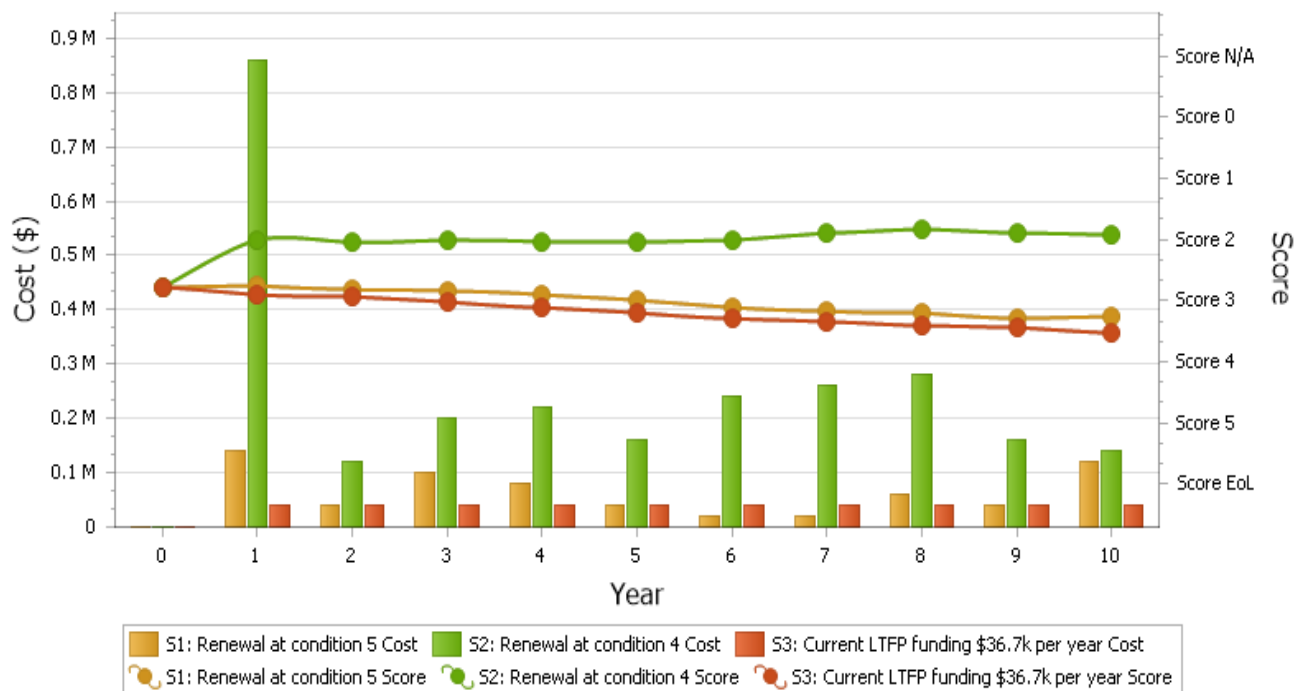
Renewing bus shelters early (at Condition 4) will provide higher level of service, but have high cost (increase of \$2.2 million over 10 years) to the City (S2). On the other hand, the current funding levels will result in more than 10% of the shelters reaching Condition 5 (see the figure below).



To strike a balance, it is recommended adopt the renewing at Condition 5 as the general level of service. This represents an increase of \$293,000 in bus shelter renewal funding over the next ten years.

It should be noted that the PTA provides grant funding for stops with more than 15 weekday boarding passengers. Due to the higher number of passengers these stops are also recommended to renew early.

The annual funding levels for each of these scenarios are shown below.



### C 3: Car Parks

The car parks are modelled using overall surface and pavement condition of each car park rated on 1 – 5 scale. Many car parks consist of large areas and different conditions can prevail within the same car park requiring only partial renewal. Therefore, use of average condition of individual car parks as well as for the whole network is appropriate representation of the level of service provided by the car parks.

The current funding is excess to the needs of renewing car parks at worst condition over next 10 years (S1). To renew all Condition 4 car parks require additional \$3.7 million over the next 10 years (S2). It likely that funding at current levels will deteriorate the car parks below the average condition of 4 (S4), thus overall providing lower than expected level of service.

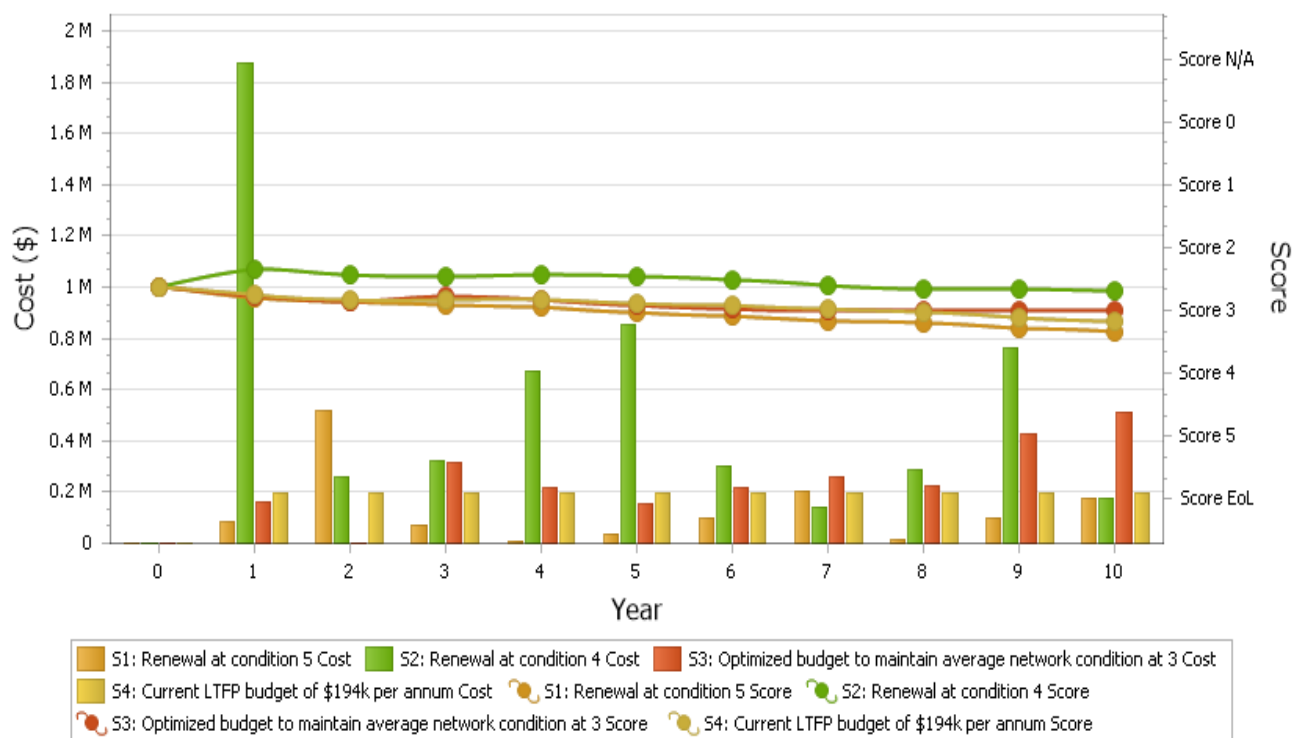
It is recommended to provide funding at least sufficient to maintain the car parks at average condition of 3 (S4) by increasing the funding by \$550,000 over the next 10 years.

It is noted that some of the car parks are likely to be renewed and upgraded through the implementation of facility master plans. Conversely, some of the car parks are will require additional funding for upgrades such as disability access, asphalt surfacing, additional drainage etc. Therefore aiming to maintain overall condition of all car parks will provide balanced level of service to the community.

**Table 26: Car park predictive modelling scenarios**

Scenario No.	Scenario Name	Description	Ten year predicted cost	Ten year predicted funding gap	Average condition of car park network at the end of 10 years
S1	Renewal at condition 5	Car parks are being renewed at condition 5	1,294,000	-641,000	3.3
S2	Renewal at condition 4	Car parks are being renewed at condition 4	5,647,000	3,712,000	2.7
S3	Optimized budget to maintain average network condition at 3	Optimized budget to maintain the average of all car park pavements at condition 3.	2,485,000	550,000	3.0
S4	Current LTFP funding	Average annual budget is \$193,500	1,935,000	-	3.2

Annual funding levels for each scenario are shown graphically in the following figure. The high cost in the first year for C2 shows the backlog for providing higher level of service.





## APPENDIX D: THE CITY OF KALAMUNDA ASSET MANAGEMENT PRACTICES

The City has a dedicated Asset Management team within its' Asset Services directorate. The Asset Management team is led by the Coordinator Asset Management and reports directly to the Manager Asset Planning and Management. The Asset Management team provides many Asset Management services related to the City's infrastructure and community assets such as:

- Maintains the 10-year long term financial plan for new, upgrades and renewal of assets
- Manages asset registries and inventory information
- Conducts periodic condition inspections and develops budget estimates for capital works
- Maintains asset geographical information
- Conducts asset financial tasks such as asset valuations and capitalisation of works
- Conducts predictive modelling to forecast future renewal demands
- Develops Asset Management Plans

The City's Infrastructure Asset Management Steering Committee is an internal committee that monitors the performance of the City's Asset Management activities and the implementation of actions within the Asset Management Strategy and Asset Management Plans.

The City's current Asset Management Policy and Asset Management Strategy were adopted in September 2016 and July 2017 respectively. The key objective of City's Asset Management Strategy is to achieve a Core Level of maturity (as per International Infrastructure Management Manual) of Asset Management by the end of 2021.

Since 2010, the City has used the Assetic suite of software as its Corporate Asset Management system to maintain all asset inventory and financial information (within Assetic myData) and to conduct predictive modelling (within Assetic Predictor). It is proposed to conduct a review of performance, capability and development plan for the Assetic system.

In 2014, the Australian Road Research Board (ARRB) conducted an independent assessment of 14 of the most commonly available Asset Management systems in Australia. The Assetic systems were rated to have the availability of all technical and non-technical assessment criteria (Figure A).

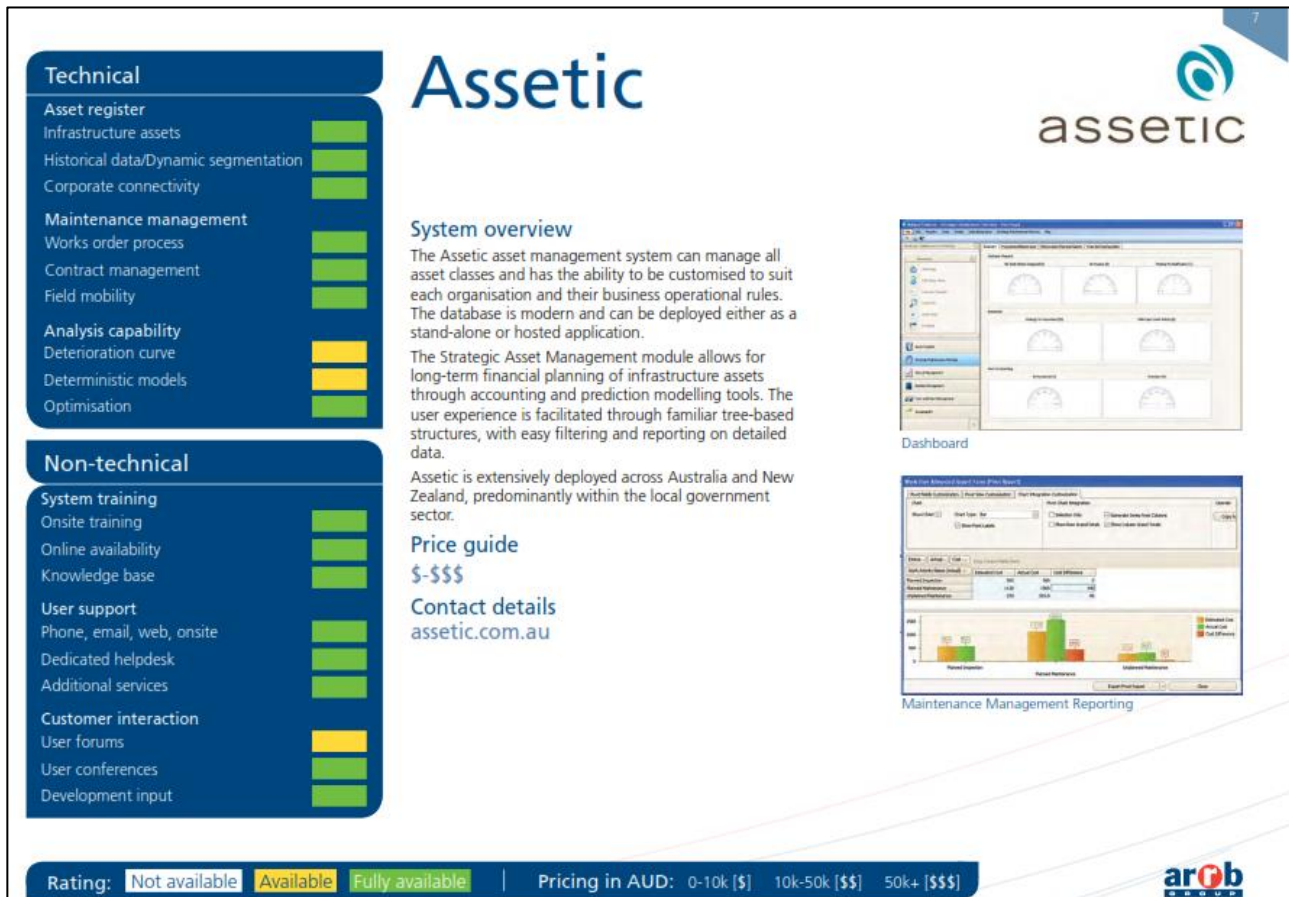
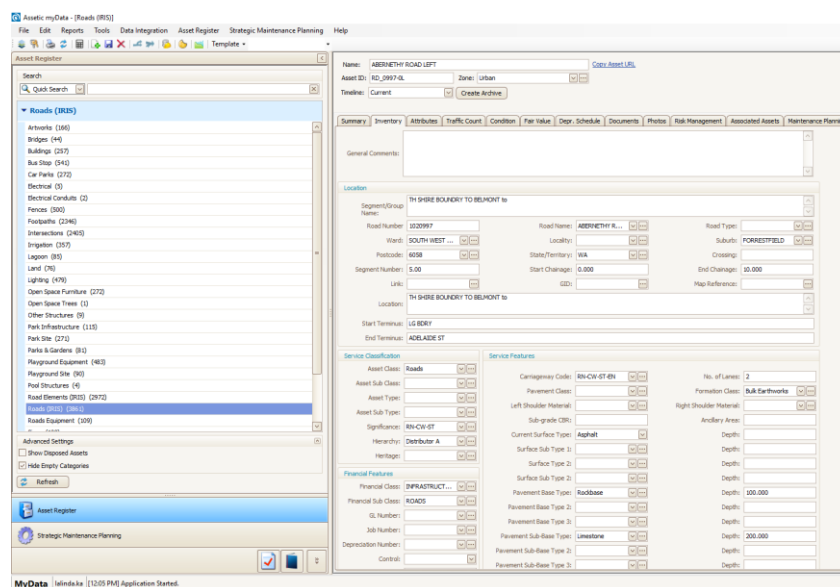


Figure A, Source: ARRB, 2014, *Asset Management System Review*

## D 1: Asset Inventory System

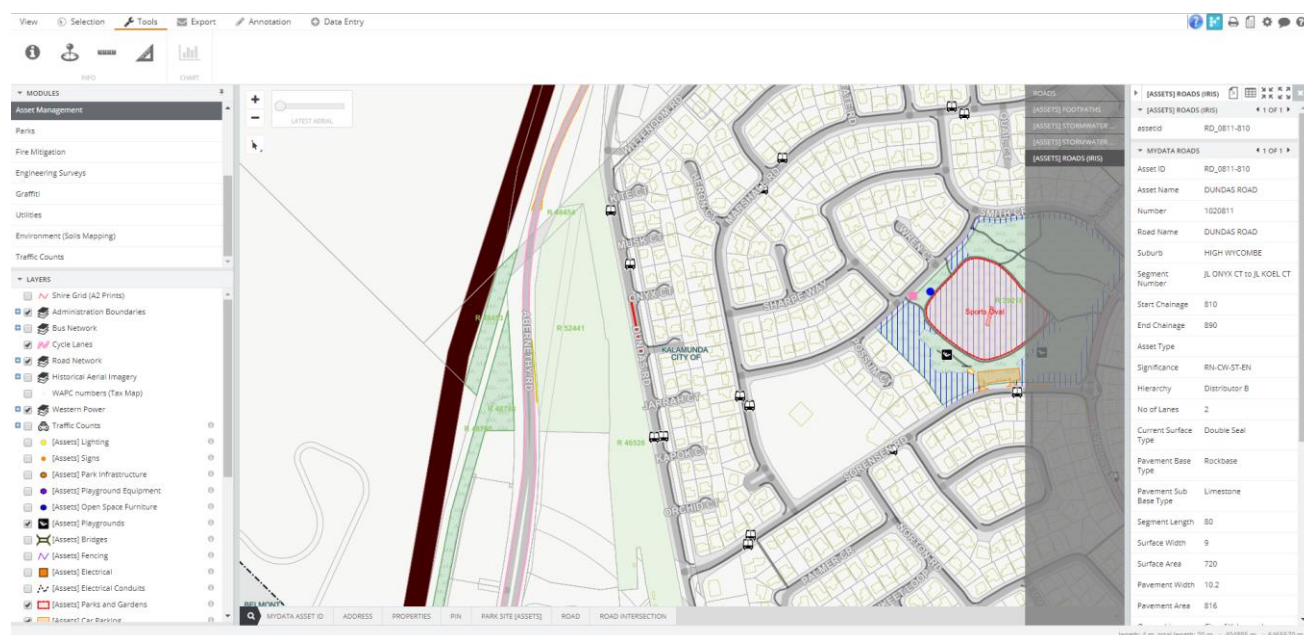
All of the City's infrastructure asset information is recorded in the computerised asset management system Assetic myData. Infrastructure assets are categorized into various Asset Classes such as Roads, Footpaths, and Buildings. The Asset registry contains all the inventory, attribute, condition and valuation data of individual assets within each Asset Class. The recorded data is regularly updated to reflect the physical changes in each asset, new assets and disposals.

The following figure B shows a screen capture of myData.



**Figure B, Screen capture of Assetic myData showing a road asset**

The inventory data is also displayed within the City's corporate geographic information system (GIS) Intramaps as shown in the Figure C.



**Figure C, Screen capture of Intramaps showing information related to a road asset**

The following table shows Asset Classes in myData related to the assets covered in this AMP.

**Table A, Assetic myData asset class names**

myData Asset Class Name	Related Road Assets
Roads (IRIS)	Surface, pavement and formation components of roads
Kerbs	Kerbs
Bridges	Road bridges
Bus Stop	Bus shelters
Car Parks	On road and off road car parks
Road Equipment	Road safety barriers
Signs	Road, parking, reserve and facility signs
Traffic Devices	Median islands, roundabouts, speed humps and other traffic calming devices

## D 2: Asset Performance Monitoring

Monitoring of the City's asset performance is currently undertaken on the basis of assessing physical condition of assets in a 3 year cycle. These assessments are conducted through a visual inspection and assets are rated on a 1 – 5 scale based on its physical condition. The condition rating matrix is shown in the following table.

**Table B, Condition Rating Matrix**

Rating	Expected Condition	% of Life Remain	Description of Expected Condition	Expected Deterioration Signs	Expected Serviceability Problems	Expected Maintenance Costs
1	Very Good	>80	Asset is in near new condition. Only routine maintenance is required.	No visible signs.	None. No risk associated with the condition.	Low, if any.
2	Good	61 - 80	Asset has deteriorated slightly but only regular maintenance is required to maintain the rating.	Slight deterioration is evident that can readily be repaired to "As New" condition. Obviously no longer new.	None. Very low risk associated with the condition.	Low, if any.
3	Fair (Average)	41 - 60	Asset is in satisfactory condition but showing signs of wear and tear. Moderate levels of periodic (programmed)	Deterioration is evident. Deterioration may either be localised, or to a minor degree spread over a wider part of the component.	Impaired slightly. General user would not be aware of problems. Low risks may be associated with the condition.	Low to medium.

			maintenance are required to maintain the asset in this condition.	No structural or functional concerns, provided that maintenance or repairs are undertaken.		
4	Poor	21 - 40	Asset is in below average condition with significant signs of wear and tear. High levels of periodic maintenance may require to maintain the rating of this asset. Partial or full replacement maybe required to improve the rating of this asset.	Deterioration is obvious. There may be structural or functional concerns and maintenance or repairs are necessary.	Medium loss. General user is aware the asset is performing poorly, and may have to adjust use of the asset accordingly. Low to medium risks may be associated with the condition.	Medium to high. Plan for renewal.
5	Very Poor	= < 20	Asset is in very poor condition and needing full replacement.	Severe deterioration. Actual or potential failure to structural or functional components.	Significant effect on service, and can be unusable. General user avoids the asset or complains. Needs high priority renewal (rehabilitation, renovation, replacement or restoration). Medium to Extreme risks may be associated with the condition.	Very high, usually more effective to renew the asset.

Specific methodologies pertaining assessing the condition of each asset category within this AMP are as follows.

### D 2.1 Roads

The condition of roads is assessed in further detail where individual defects (cracking, rutting etc.) are recorded at 10m intervals using a specialized data collection vehicle. These defects are also rated on a one to five scale for further assessment and reporting.

Roads and kerbs condition are assessed as per the WALGA Road Visual Condition Assessment Manual and Austroads Guide to Asset Management.

### D 2.2 Bus shelters

The overall condition of bus shelter is assessed as per the City's generic condition rating matrix.



## D 2.3 Car Parks

The condition of car parks are assessed are on four main criteria;

1. Surface Condition - Assess surface defects such as ravelling, stripping, stone loss, aged seal, potholes, damage/displacement of paver blocks. These can be fixed by resurfacing or routine maintenance work such as pothole patching
2. Pavement Condition - Assess pavement defects such as excessive deformation and shoving, upheaval, tree root damage which requires work on the pavement
3. Kerb Condition – Assess kerb defects such as cracking, breakages, roll-back, missing kerbs,
4. Line-marking adequacy – Assess line marking within the car park is adequate and in good condition.

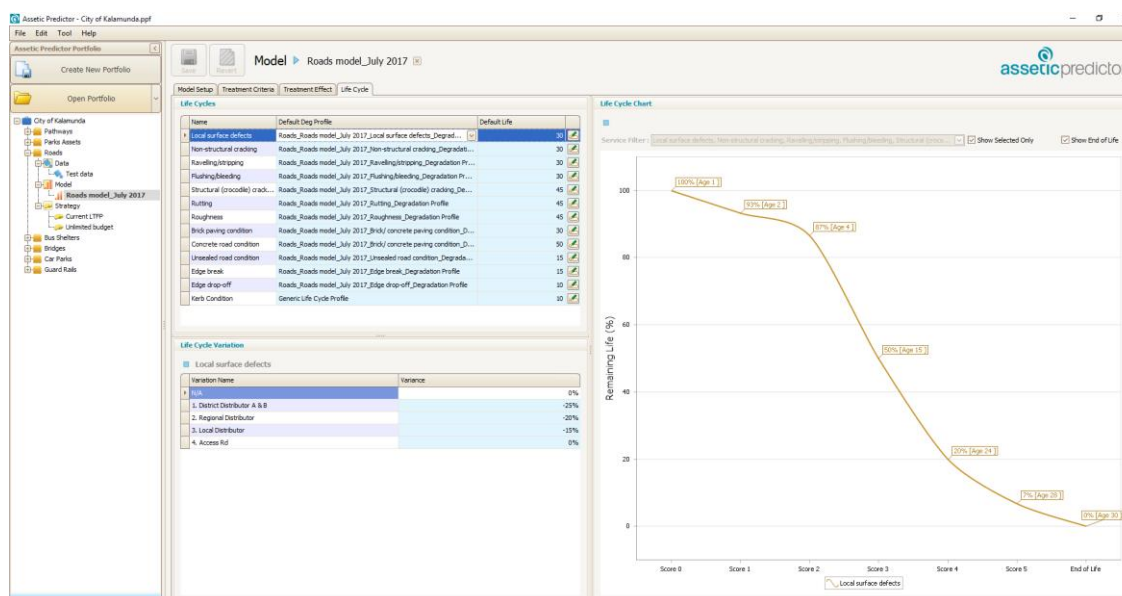
Each of the condition criteria are rated using the condition rating matrix.

Values of 0, 1 and 5 has been used for line marking adequacy as follows;

0 - No line marking, 1 - Adequate, 5 - not adequate/ poor visibility

## D 3: Asset Performance Prediction

The City uses predictive modelling software tool Assetic myPredictor compare the future condition of assets under different budget and service level scenarios. Deterioration models have been developed for each asset class incorporating local knowledge, industry practices and engineering expertise. The modelling outputs are then used to prepare the Long Term Financial Plan and works programs.



## D 4: Asset Financial Data Management

Comprehensive fair value valuation of all infrastructure assets as per Australian Accounting Standards Board (AASB 13) is carried out every three years. Asset level financial data is recorded within myData system and aggregated values are recorded in City's corporate financial system Synergy.

The City prepares a ten year Long Term Financial Plan for infrastructure assets as per the

Integrated Planning and Reporting Framework of the Western Australian Department of Local Government and Communities. This plan estimates financial requirements for renewal, upgrade and new asset construction works 10 years into the future based on asset service levels, community requirements and predictive modelling.

## APPENDIX E: ASSET LEVELS OF SERVICE CONSULTATION AND ENGAGEMENT RESULTS

### Introduction

The Asset Levels of Service consultation was undertaken in accordance with a Communications and Engagement Plan, endorsed by the Council in December 2017.

The objectives of the consultation were:

1. Raise awareness of the Asset Management Strategy and consultation process.
2. Create an understanding of the major asset categories and level of service criteria.
3. Influence the perception and attitude of stakeholders that the City has obtained equitable levels of feedback from residents across the districts in the City.
4. Achieve uptake of the engagement process

The media and methods used to communicate the consultation included:

- Presentation of a marketing video on Youtube and through social media,
- Social media releases, paid and unpaid,
- Path stickers in public areas, and
- Notices on community notice boards.

The primary feedback method for the consultation was through a survey, available in hard copy and online at the Engage.Kalamunda portal.

Two community workshops were held to elicit additional feedback.

Graphs of all results are provided in Appendix 1. Some graphs have been included with the commentary for explanation. Comments are provided in Appendix 2.

### Response Statistics

The City of Kalamunda consultation on Asset Levels of Service was open from 8 February 2018 to 23 March 2018. Over that time 50 surveys were completed, with the following key statistics:

- 54% of the responses were from females and 44% from males,
- 82% overall were residents,
- Residents from the hills suburbs made up 60% of respondents, and
- The age distribution was reasonable.

The number of stakeholders who became "Aware" of the consultation (as measured by the Engagement website) was 303. Others may have become aware through the advertising and informal discussion, and the publishing of the results as part of a Council report. This does not represent the target percentage of stakeholders.

With 50 responses being received from the questionnaire, sufficient feedback has been provided to give indications of community preference, which will be used in future asset management plans. Ten people attended the workshop.

## Workshops and Site Visits

Community workshops were conducted on 12 February 2018 at The City's Function Room, and 27 February 2018 at the Woodlupine Community Centre with ten attendees in total, and proceeded well with valuable comments received.

The public was also asked for feedback at the Forrestfield Shopping Centre.

The workshop at the Woodlupine Community Centre is shown below:



## Responses on Roads

### Road Condition

An overall question was asked "The road surfaces in the City of Kalamunda are in acceptable condition". The responses were polarised, with 50% disagreeing, and 40% agreeing.

Five example pictures of roads in different conditions were provided for rating. The question was phrased as "The road condition depicted in Picture 3a is acceptable."

This provided some clear responses:

- **Picture 3A** depicted a road with a number of potholes in it. This type of surface would typically be repaired in the short term, and resurfaced in around ten years. This was not acceptable to all but one respondent.

Road condition picture 3a



### Road Condition

- **Picture 3B** depicted a road with a dark grey, good surface condition but having gum nuts on it. 56% accepted this condition while 38% did not.

Road condition picture 3b



- **Picture 3C** showed a road with a light grey, good surface but having black markings from crack sealing. This generated a mixed response, with 52% accepting the condition and 34% not accepting the condition.



Road condition picture 3c



### Road Condition

- **Picture 3D** showed a road with good surface and a small amount of dirt. 86% of respondents accepted this condition.

Road condition picture 3d



- **Picture 3E** showed a road with a rougher looking surface and some patches in the middle. 28% accepted the condition while 64% did not accept this condition.

Road condition picture 3e



During the workshop, some attendees noted that they were also looking at the road condition in terms of whether or not it had a footpath, and other attributes.

The results indicate that the community is very aware of visual road defects such as potholes and patches, and consider their presence to be not acceptable.

This section of the questionnaire also included a question on the condition of bridges. Most respondents were unsure, while 46% reported their condition as being acceptable.

### Road Surface Type

Four pictures were provided showing different types of road surface. The pictures were included to get an understanding of the community's acceptance of road surface types, and to confirm the City's selection of resurfacing materials. The material type was not labelled or indicated with the picture.

The results were:

- **Picture 4A** showing a rural road of chip seal was accepted by 92%

Picture 4a



- **Picture 4B** showing an unsealed dirt road was accepted by 50%

Picture 4b



### Road Surface Type

- **Picture 4C** showing an urban road of asphalt was accepted by 98%  
(All but one person)

Picture 4c



- **Picture 4D** showing an urban road of red asphalt was accepted by 96% (All but two people)

Picture 4d



The results indicate that the community is accepting of all seal types, and possibly not aware of the different seal types. Unsealed roads are accepted by half, and as discussed at the workshop, this is dependent on where they are.

#### Street Trees, Street Lighting, and Verge Landscaping

These questions were provided to identify issues separate to the road surface type and condition. The questionnaire asked to separately consider the quality of the assets and the quantity of assets.

- The quality of street trees was acceptable for 40% of respondents, while the number of street trees were acceptable for 46%. It was not possible to determine if those that rated the number as not acceptable would want more or less trees.



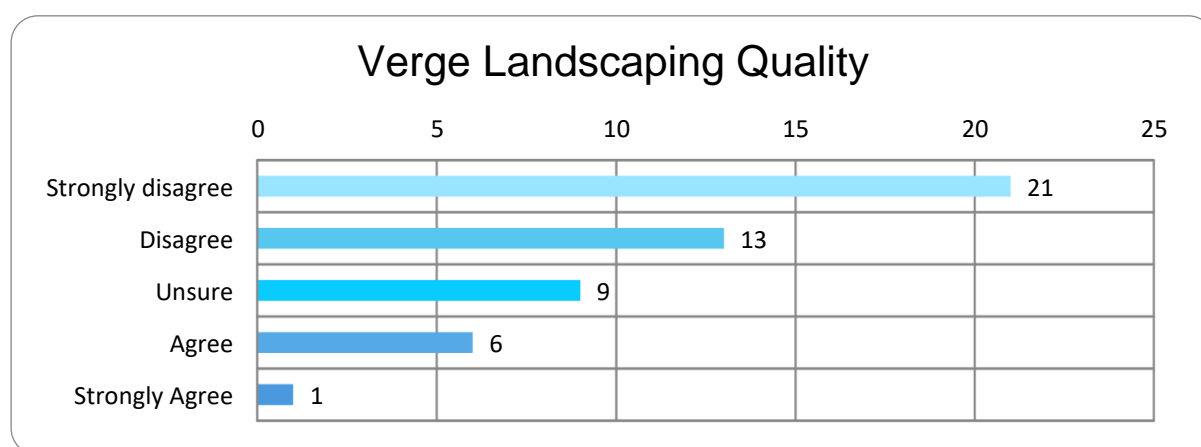
- The quality of street lighting was acceptable for 68% of respondents, while the number of street lighting was acceptable for 52%.
- Only 14% accepted the quality of verge landscaping, and 14% also for the quantity.

The results on street trees indicates that more feedback should be sought on the management of quality of trees (through health and pruning for example) and on whether more or less trees are desired.

The low acceptance scores for the verges indicates that more feedback should be sought on the quality and quantity of verge landscaping that is desired by the community. The feedback from the street trees and verges will need to be explored further, when consultation is undertaken for the Parks and Reserves assets.

The results on street lighting indicates that more and better quality lighting is desired.

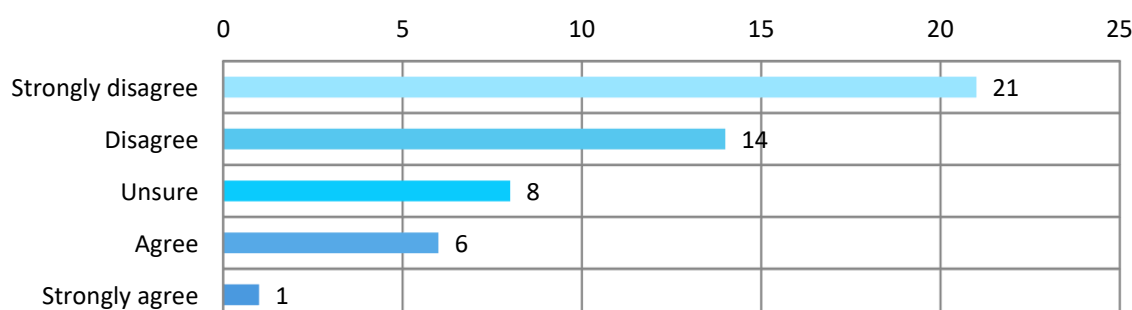
The following graph shows the results of the question relating to verges for quality: "The following statements relate to the quality of assets, such as that they are in good condition, and function as they should. In the City of Kalamunda, the following assets are in an acceptable condition:"



The following graph show the results of the question relating to verges for quantity: "The following statements relate to the quantity (number or extent) of assets. In the City of Kalamunda there is a sufficient number or extent of verge landscaping"



### Verge Landscaping Quantity



### Other Aspects of Roads Assets: Sightlines, Lighting, Traffic, Speed, Traffic Islands

These questions were intended to seek out areas of concern for future investigation and planning. The questions were:

- Q 7** I experience difficulties seeing at intersections or corners when driving due to vegetation or other obstructions.
- Q 8** Roads have an acceptable level of lighting when driving at night.
- Q 9** I experience traffic delays in the City of Kalamunda.
- Q 10** I find I can get to my destination in the time I expect to.
- Q 11** Speed limits in the City are acceptable.
- Q 12** Speeds of traffic in the City are acceptable.
- Q 13** Traffic treatments (e.g. islands and chicanes) and intersections to control and slow traffic are acceptable.

Question 7 regarding sight lines resulted in a split response, with 44% indicating no problems and 48% indicating problems. A method is needed to find which locations are causing problems so that this can be resolved.

Question 8 provided a similar response as the street lighting quality, with 54% accepting the level of lighting for driving.

Regarding traffic, 34% indicated they had experienced traffic delays, and 24% of respondents are not able to get to their destination in the time they expect to.

Regarding questions eleven and twelve on speed, 24% of respondents disagreed that speed limits are acceptable, however this does not tell us whether they desired higher or lower speed limits. 30% of respondents did not find that the speed of traffic was acceptable.

There was a strong negative response to question thirteen on traffic treatments, with 78% of respondents not agreeing that traffic treatments are acceptable. This requires further investigation to determine whether more or less traffic treatments are desired, or if the response is based on the types of traffic treatments.

## Responses on Budget Spend

The question asked was "If you had to allocate all the City's maintenance, renewals, and upgrade budget for these assets, how much budget would you allocate? Enter a percentage against each asset class including Parks and Buildings, so that the total for the five asset classes equals 100%. Please note this includes all major asset classes."

46 of the 50 respondents answered this question. In the following list, the first value is the average, with the following two values in brackets representing the range of responses:

- Roads 28.9% - (20% to 40%)
- Footpaths 20.4% - (10% to 30%)
- Drainage 14.9% - (0% to 20%)
- Parks and Reserves 20.9% - (10% to 30%)
- Buildings 16.0% - (0% to 25%)

This means that (for example) the average percentage of budget that the community would like to allocate to roads is 28.9%. The responses from individuals ranged from allocating 20% up to allocating 40%.

In the workshop, the attendees were shown a slide the total value of assets in the different asset classes however no maintenance or renewal expenditure was discussed. No financial information was provided to other respondents, and most respondents are probably not aware of the actual amount that is spent. Consequently the results should be interpreted as indications of preference rather than actual targets.

## Conclusion

The number of questionnaire responses (50) is reasonable.

There are areas for improvement identified, that need to be addressed:

- Operational changes, such as improving response and quality of repairs for roads and paths,
- Future plans such as for improving lighting, traffic congestion, street trees and path networks, and
- Specific consultation such as for traffic treatments and road sight line problems.



THE DRAFTSMAN

DRAWN BY: Laurens.G  
0405 047 098

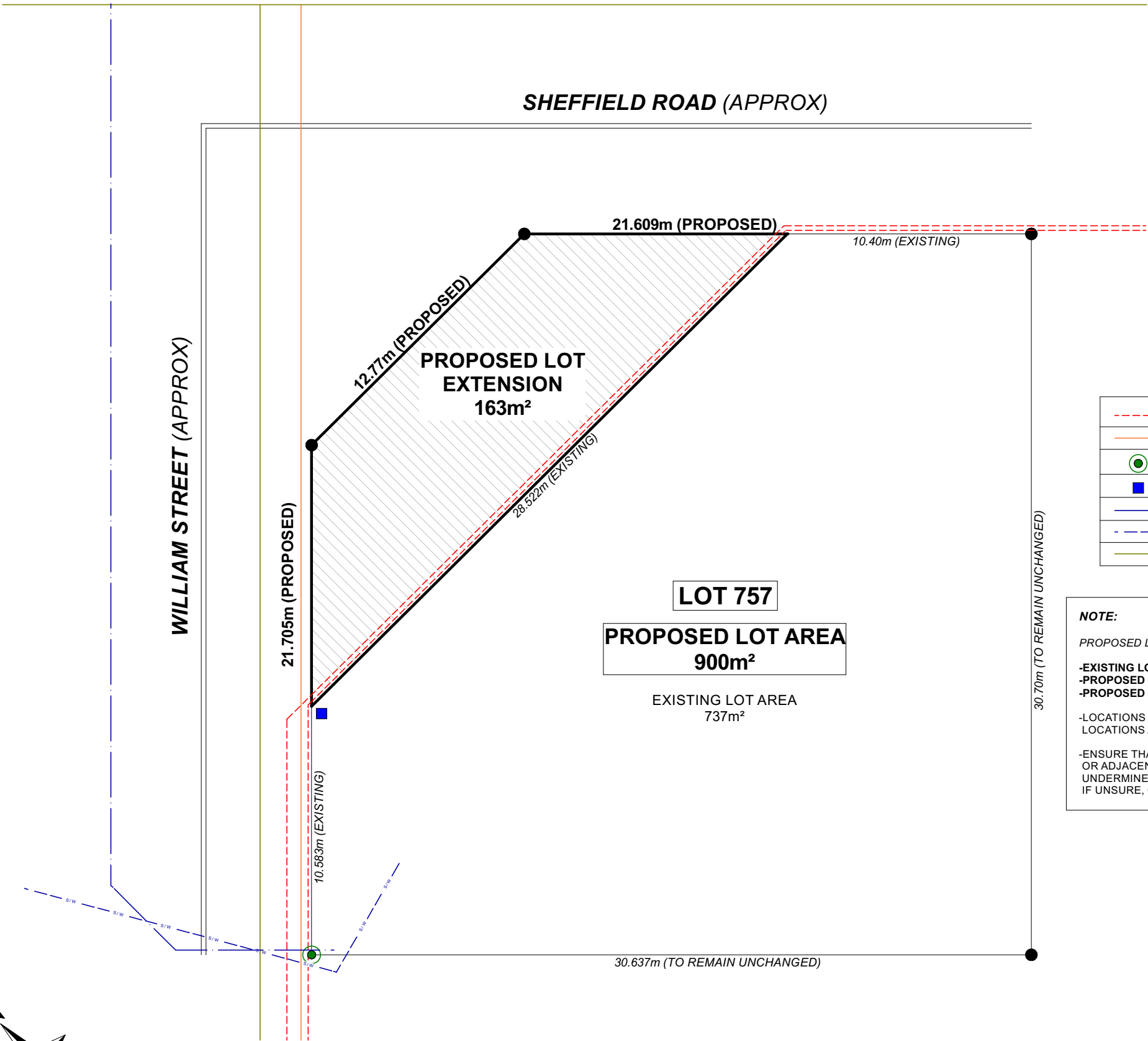
PAGE:  
**1**  
OF 1

DATE:  
JAN. 2018

SCALE:  
AS NOTED

**PROPOSED LOT EXTENSION.  
K.WHITEHEAD.  
LOT 757 #2 WILLIAM STREET,  
WATTLE GROVE. W.A**

**NOTE:  
-DO NOT SCALE OFF DRAWINGS.  
-SITE CHECK ALL MEASUREMENTS  
PRIOR TO ANY ORDERING OR  
OFF SITE PREFABRICATION**



**NOTE:**

PROPOSED LOT EXTENSION:

- EXISTING LOT AREA: 737m<sup>2</sup>
- PROPOSED LOT AREA: 900m<sup>2</sup>
- PROPOSED LOT EXTENSION AREA: 163m<sup>2</sup>

-LOCATIONS OF SERVICES TAKEN FROM EXISTING PLANS.  
LOCATIONS ARE APPROXIMATE ONLY.

-ENSURE THAT NO EXISTING STRUCTURES OR SERVICES ON THIS  
OR ADJACENT PROPERTIES WILL BE SURCHARGED OR  
UNDERMINED BY THESE WORKS.  
IF UNSURE, CONTACT STRUCTURAL ENGINEER PRIOR TO PROCEEDING.



### Summary of Submissions

#### Proposed Permanent Closure of Portion of William Street/Sheffield Road, Wattle Grove

Submitter No.	Nature of Submission	Response/Recommended Modifications
Submission 1	<p>Objection.</p> <p>"Sheffield road is an arterial road for wattle Grove community. This road has been mainly used by school goers from either side of Hale road communities including school buses plying on special occasions. Potentially this road is an entry for majority of residents and is quite busy and even pedestrian paths are utilised by primary school students. If the William street has been amended to existing property then it would adversely affect the visibility, aesthetics of the road. I suggest the vacant area be left open with some beautiful gardens maintained by the council or residents associated with property rather than merging with the existing LOT. If it is amended with the property this would mean the resident could potential build fences/ walls which would affect the visibility and aesthetics of the Sheffield road and William road. I reiterate that Sheffield road is an arterial road and the open spaces should be left open for better visibility and aesthetics rather than encroaching with private buildings/patios and fences. Most of Sheffield road residents including myself strongly oppose the partial closure of William street."</p>	<p>Corner lots are designed with truncations in order to better facilitate sight lines for turning vehicles. However, a standard truncation is far less onerous than that which is currently in place on the site. For example, nearby properties at 1A, 3 and 5 William Street have what may be considered as a far more 'standard' truncation to a lot, which still provides for adequate sight lines.</p> <p>In addition to this, Clauses 5.2.4 and 5.2.5 of the Residential Design Codes set out the requirements for street walls and fencing, and applicants are within their rights to apply to develop to these standards, as well as the standards specified in the City of Kalamunda's Street Fence, Wall and Gate Policy. Any application to construct a fence in this area will be assessed by City Officers to ensure that sightlines are not impeded upon.</p>
Telstra	<p>No objection, subject to condition.</p> <p>Telstra's plant records indicate that there are Telstra assets within the area of the proposal. At this stage, Telstra has determined that the existing Telstra infrastructure in the existing road reserve will have to be relocated to the new road reserve.</p>	<p>Noted.</p> <p>Applicant to bear cost of relocation of Telstra infrastructure.</p>

ATCO Gas	<p>No objection, subject to condition.</p> <p>ATCO Gas Australia does not operate gas infrastructure within this immediate 163m<sup>2</sup> area of road reserve.</p> <p>ATCO Gas does however operate a medium pressure gas main (DN110PE 1.5MP 70kPa) with 1.5 metres and a <b>High Pressure (DN300ST 3.9HP 1900kPa) gas main</b> within 3.5 metres of the existing cadastral boundary of Lot 757 and also the proposed extended boundary realignment.</p> <p>ATCO Gas has no objection to the proposal to facilitate the proposed change in land tenure for that portion of William Street Wattle Grove subject to the following Advice Notes being included;</p> <p><b><u>Advice Notes to applicant</u></b></p> <ul style="list-style-type: none"> <li>• ATCO Gas Australia has High Pressure gas mains (Pipeline 41) within the immediately adjacent road reserve of William Street. ATCO Gas <b>must</b> be notified of any works within 15 metres of High Pressure gas infrastructure before those works begin.</li> <li>• Construction, excavation and other activities are restricted in this zone. No pavements (including crossovers) are to be constructed over the pipeline without consent from ATCO Gas Australia. Various pipeline safety tests may apply. The applicant is advised to contact ATCO on 9499 5272 in this regard and comply with the requirements of the ATCO Gas document NCN-WI008-RF01 Additional Information for Working Around Gas Infrastructure.</li> <li>• <b>Anyone proposing to carry out construction or excavation works must contact 'Dial Before You</b></li> </ul>	<p>Noted.</p> <p>Council to include advice notes in the Council resolution.</p>
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	<b>Dig' (Ph 1100) to determine the location of buried gas infrastructure.</b>	
Western Power	<p>No objection.</p> <p>Western Power does not have any objection to the proposal but would appreciate being kept informed of developments.</p> <p>Western Power infrastructure may need to be removed or relocated.</p>	<p>Noted.</p> <p>Applicant to bear cost of removal or relocation of Western Power infrastructure.</p>
Water Corporation	<p>No objection, subject to condition.</p> <p>There is an existing dn150mm cast iron water main that will be impacted by this proposed closure that is not shown on the plan provided.</p> <p>If the main is relocated to the std 2.1m alignment off the proposed boundary then we will not object to the proposal. You will need to have a design submission done and lodged for the new main.</p>	<p>Noted.</p> <p>Applicant to relocate water main prior to land transfer.</p> <p>Applicant to bear cost of design submission and relocation of water main.</p>

## NAMING OF BARRIE OLDFIELD PARK 8<sup>th</sup> May 2018

### BARRIE OLDFIELD O.A.M.

**Freeman of the Shire of Kalamunda  
Centenary Medal  
John Tonkin Greening WA Award.**

These were Honours granted to Barrie because of his extraordinary service to the community - a recognition never sought by Barrie – and now the community wishes to make an enduring recognition of him by re-naming Willoughby Park the Barrie Oldfield Park.

### History

**1963** Barrie & Sallie Oldfield arrived in Australia, having travelled overland in their Morris 1100 until they boarded a ship in India.

**1964** Settled in Lesmurdie, where they immediately attended St Swithuns Church. To Barrie's delight they needed an organist, a position he filled for the next 50 years.

They also joined the Lesmurdie Ratepayers Association, because Barry said '*It is a marvellous way to become absorbed into your Community*'.

### Service to the Community

Barrie was an active member of Lesmurdie Ratepayers Association for 51 years, not all of them without controversy. However Barrie's leadership shone in turbulent times and portrayed his quiet but effective way to deal with a brick wall. He did not confront it. He negotiated a way round it, he tunnelled under it or he leapfrogged over it. Barrie's positive approach drew amazing support from his community.

**1966** Kalamunda Council imposed two conditions before it would build a new hall in Lesmurdie.

- There had to be a population growth in Lesmurdie
- LRA was required to pay 10% of the cost of building the hall, 5% before Council would even consider the matter as a budget item.

Members raised the money and met the conditions. Barrie raised money by selling rows of tickets to shows at opening nights of the Playhouse theatre. The hall opened in 1968.

**1978** Barrie was elected to Kalamunda Council for 3 year term, quite a memorable time for South Ward. Barrie was the peace keeper!

**1979** Organised the Red Cross Door Knock in Lesmurdie for 10 years.

**1980** Joined in the negotiations to build a new high school in Lesmurdie and then served on its Board of Management.

**1983** Barrie led the diplomatic push to save Falls Farm Cottage from the developer's bulldozer. The Council condition imposed this time was that the restoration had to occur '*at no cost to the ratepayer*'. Under Barrie's presidency the LRA raised \$72,000 and restored the cottage, which opened to the public in 1986.

## **Lesmurdie 2000**

**1975** Barrie was concerned that people were not taking a proactive role in planning for a positive future. Thus “Lesmurdie 2000” was born and the LRA became immersed in the forthcoming millennium, well before it became a popular catch cry. This was the day of rubbish tips, no recycling, waste management or organic gardening. In the subsequent 25 years many Lesmurdie 2000 public forums were held with world leaders in the environmental movement - all of whom Barrie managed to secure for a gold coin collection.

The birth of ***Lesmurdie 2000*** coincided with Barrie Oldfield’s appointment as Manager of the Educational Media Centre with the Western Australian Institute of Technology, a valuable source for international speakers. All these forums were arranged by Barrie Oldfield and chaired by Tony Evans or John Harper Nelson, both of the ABC.

**2 December 1975: Politics and Local Government; New Trends in Education.**  
**Prof Gordon Reid (Later Governor WA); Dr Mike Walker; Don Openshaw;**

**26 October 1976: ‘Organic Gardening’**  
**Lawrence Hills (Founder and Director of the Henry Doubleday Research Assoc.)**  
 This forum led to the formation of Organic Growers Association of WA .

**21 September 1978: Permaculture**  
**Bill Mollison**

**24 August 1979: Better Ways with Waste.**  
**Prof Ted Bruce, Reader in Public Health Engineering at the Imperial College of Science and Technology, London.**  
 Brought to Perth to discuss alternatives to landfill with all the municipal engineers from many local authorities. This was new technology. Kalamunda Shire’s Engineer and Health Inspector attended our forum. Following this visit, the Public Health Department quickly introduced the ‘Industrial Waste Exchange’ and charities made money out of recycling newspapers.

**6 March 1980: Fertility on the Fringe.**  
**W. E. Shewell Cooper (Founder and Chairman of the Good Gardeners Association):**  
 Organic gardening, composting, no-dig gardening, earthworms and definitely no chemicals.

**18 September 1980: Men of the Trees.**  
**Richard St Barbe Baker: Founder of The Men of The Trees.**

**March 1983: Prosperity for All - One Earth Gathering**  
**Lionel Fifield (Queensland.)**

**1990: Alternative Technology**  
**Damien Randell (North Wales).** Solar cells, solar water heating, wind generators, wind pumps, water as a means of transmitting energy, biofuels.

### **Barrie Oldfield's Contribution to the Environment**

**It didn't take long for Barrie to make his environmental mark on Perth**, when, as Press Officer to Archbishop George Appleton in 1964 he initiated a statement that resulted in the protection of the Port Jackson Fig alongside the Cloisters during the building of Mount Newman House.

Barrie was an accomplished photographer, a medium he used well to promote the natural environment. Between 1968 and 1978 he completed around 17 experimental films.

In 1974 he made the film *'What am I Bid for this Tree?'*

Then at the request of 'Campaign to Save Native Forests' Barrie invited E F Schumacher, a German economist of world stature, to make a film *'The Edge of a Forest.'*

This film was seen worldwide, including by Richard St Barbe Baker in England, who forthwith came to WA in March 1979 to form a branch of his worldwide organisation 'Men of the Trees.' Perhaps Barrie's most important environmental film was made in 1987 in WA's wheat belt with English environmental campaigner and botanist David Bellamy, *'Wheat now. What Tomorrow.'*

Barrie's work for the Men of the Trees is widely acknowledged by the experimental Amery Acres farm in Dowerin, the Men of the Trees permanent home in Hazelmere, the Children of the Trees, City Farm in Perth City and the planting of 15 million trees in WA.

1982 was declared the 'Year of The Tree'. Barrie offered to organise a major public tree planting for Men of the Trees that winter, planting 4000 seedlings on a rubbish dump on a degraded gravelly hillside along the Mundaring Weir Road. The State Minister for Environment considered it would be a good event to launch the 'Year of the Tree', so a sign was erected proudly stating that this was 'The First Planting for the Greening of Australia'.

**Barrie Oldfield's greatest legacy is that he influenced an untold number of people to care about, and for, the environment throughout Australia and beyond.**

He influenced Australian student Scott Poynton to become a forester when he was just 15 years old. In 1999 Scott formed the world wide environment group called 'The Forest Trust'.

In 2015 he sent Barrie a signed copy of his book "Beyond Certification" from his family home in Switzerland.

The inscription read:

*" Dear Barrie,  
Thank you for setting my life on this wondrous course.  
If not for you, then what?  
My very best wishes  
Full of admiration, appreciation & inspiration."  
Scott.*

**BARRIE'S 'GIFT OF MUSIC'**

Barrie shipped his Blüthner grand piano from Oxford and it held pride of place in his home. Music was Barrie's life and he shared it willingly with his community. Children were encouraged to play his grand piano. Barrie made bamboo flutes with children at Kalamunda Zig Zag Festival for 30 years.

His involvement on the State Committee of the Royal School of Church Music led to his meeting Guildford Grammar School prize student Carl Vine. Carl performed the piano on 6 of Barrie's early environment films. Today, Carl Vine AO, is one of Australia's most accomplished composers.

Barrie continued to receive payment from his films which he placed into a fund. As he reached the end of his life he decided to make a 'Gift of Music' in the form of a new Grand Piano to each of the music departments of Magdalen College School in Oxford and Guildford Grammar School, and 20 string instruments for the Serpentine -Jarrahdale Grammar School.

Barrie said "What a pleasure that gift has given me."

**Naming Barrie Oldfield Park**

Up to 2011 there was a small piece of remnant bush squashed between a shopping centre and Lesmurdie Primary School. It was neglected, unloved, appreciated only as a short cut to school or as a place to dump rubbish. A sliver of remnant Jarrah forest suffering the pressures of an uncaring humanity upon it, with weeds encroaching from the edges.

Then it found a friend in Barrie Oldfield. He photographed 87 flowers of different native plant species living on this bush remnant over different seasons and published them for the interest of local residents. In 2013 there was enough interest to form a Friends Group for the park.

When it was time to name the park in 2014, Barrie tried to research the origins of the name Willoughby, but without success. Barrie was not a person to seek glorification for himself so the park was simply named after the street on which it sat.

**Since Barrie's passing, the time has arrived to re-name this loved remnant of jarrah forest after a great man who spent his life planting trees and trying to save forests around the world.**

**Mrs Pauline Tonkin**

Member Lesmurdie Ratepayers Association since 1969

Member Men of the Trees since 1979



Chq/EFT	Date	Name	Description	Amount
1291	31-08-2018	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	3430.13
1292	04-09-2018	LES MILLS ASIA PACIFIC INDUSTRIES	MONTHLY LICENCE FEE	1284.42
1293	05-09-2018	AUSTRALIAN TAXATION OFFICE	TAXATION	191445.39
1294	11-09-2018	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	1009.78
1295	11-09-2018	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASING	4472.55
1296	19-09-2018	AUSTRALIAN TAXATION OFFICE	TAXATION	203564.39
1297	19-09-2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 227 FIXED COMONENT	77659.58
1298	19-09-2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 228 FIXED COMPONENT	48274.87
1299	20-09-2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 224 FIXED COMPONENT	98876.20
1300	21-09-2018	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS COSTS PROCUREMENT & FINANCE OFFICER - \$2102.24 RECREATION FACILITIES TEAM LEADER - \$254.91 CEO - \$50.24 FUNCTIONS ASSISTANT - \$102.00 FUNCTIONS CO-ORDINATOR - \$1838.75 MANAGER PEOPLE SERVICES - \$6867.78 CO-ORDINATOR LIBRARY SERVICES - \$1812.31 MANAGER CUSTOMER & PUBLIC RELATIONS - \$1178.51 SUPERVISOR FACILITY MAINTENANCE - \$497.68 SENIOR PROCUREMENT OFFICER - \$338.16 DIRECTOR CORPORATE SERVICES - \$-134.15	14908.43
1301	26-09-2018	MACQUARIE EQUIPMENT RENTALS PTY LTD	GYM EQUIPMENT LEASE	8369.38
1302	26-09-2018	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	3430.13

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65157	06-09-2018	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 3 SEPTEMBER 2018	1880.45
EFT65158	06-09-2018	SHAWMAC PTY LTD	FORRESTFIELD / HARTFIELD INDUSTRIAL AREA - REVISE INFRASTRUCTURE COST ESTIMATES AND SUBMISSIONS POST-PUBLIC ADVERTISING	10197.00
EFT65159	06-09-2018	CA TECHNOLOGY PTY LTD (CAMMS)	ANNUAL LICENCE FEE - INTERPLAN AND WORKFORCE PLANNING & PERSONAL EVALUATION SYSTEM - SEPT 18 - AUG 19	35288.21
EFT65160	06-09-2018	EUGENE & ELENA ROONEY	FOOTPATH DEPOSIT REFUND	2500.00
EFT65161	06-09-2018	FREESTYLE NOW	SKATEPARK COACHING SESSION AT FORRESTFIELD SKATEPARK	363.00
EFT65162	06-09-2018	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE FOR FORRESTFIELD LIBRARY	86.27
EFT65163	06-09-2018	COMMITTEE FOR ECONOMIC DEVELOPMENT OF AUSTRALIA	REGISTRATION FOR 1 COUNCILLOR TO ATTEND SHAPING WA AGRIBUSINESS OUTLOOK PERTH	310.00
EFT65164	06-09-2018	ELEMENT ADVISORY PTY LTD	PROFESSIONAL PLANNING SERVICES FOR FORRESTFIELD NORH STRUCTURE PLAN	9259.25
EFT65165	06-09-2018	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	1150.00
EFT65166	06-09-2018	CIRCUITWEST INC.	ANNUAL MEMBERSHIP ORDINARY MEMBER	385.00
EFT65167	06-09-2018	GIRL GUIDES WESTERN AUSTRALIA INC	KEY BOND REFUND	50.00
EFT65168	06-09-2018	GC CONSTRUCTION & MANAGEMENT	FOOTPATH DEPOSIT REFUND	4000.00
EFT65169		EFT PAYMENT CANCELLED		
EFT65170	06-09-2018	SHARON MUNROE & GLENN STEER	RATES INCENTIVE PRIZE FOR PAYMENT IN FULL 2018/2019	4000.00
EFT65171	06-09-2018	DONNA MARIE MCPHERSON	REFUND FOR LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP	132.00
EFT65172	06-09-2018	KEVIN CHENNELL	KEY BOND REFUND	50.00
EFT65173	06-09-2018	TERENCE OORSCHOT	FOOTPATH DEPOSIT REFUND	4000.00

Chq/EFT	Date	Name	Description	Amount
EFT65174	06-09-2018	SHIRLEY RUBY SWALLOW	KEY BOND REFUND	50.00
EFT65175	06-09-2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	97.60
EFT65176	06-09-2018	CITY OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	822.00
EFT65177	06-09-2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	700.51
EFT65178	06-09-2018	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	1472.64
EFT65179	06-09-2018	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	371.06
EFT65180	06-09-2018	LANDGATE	LAND ENQUIRIES FOR VARIOUS LOCATIONS	128.50
EFT65181	06-09-2018	WA LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR COUNCILLOR AND STAFF TO ATTEND, VARIOUS COURSES, WALGA CONVENTION AND SUBSCRIPTIONS	4580.00
EFT65182	06-09-2018	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	14668.12
EFT65183	06-09-2018	CLEANAWAY	WASTE / RECYCLING & BULK BIN DISPOSAL SERVICES FEES	227568.66
EFT65184	06-09-2018	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS BAGS PROGRAM RENEWAL 2018/19	3696.00
EFT65185	06-09-2018	LANDGATE - VALUATIONS	GROSS RENTAL VALUATION FEES FOR VARIOUS LOCATIONS	1372.05
EFT65186	06-09-2018	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	5005.00
EFT65187	06-09-2018	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	504.90
EFT65188	06-09-2018	FASTA COURIERS	COURIER FEES	233.63
EFT65189	06-09-2018	MCINTOSH & SON	PLANT / VEHICLE PARTS	1564.35
EFT65190	06-09-2018	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES / CLEANING SUPPLIES	280.10
EFT65191	06-09-2018	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1421.15
EFT65192	06-09-2018	LINDLEY CONTRACTING	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	5929.00
EFT65193	06-09-2018	SYNERGY	POWER CHARGES	8060.50
EFT65194	06-09-2018	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	1296.75

Chq/EFT	Date	Name	Description	Amount
EFT65195	06-09-2018	KENNEDYS TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	13191.75
EFT65196	06-09-2018	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	860.01
EFT65197	06-09-2018	BRICK CONCEPTS	CROSSOVER MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	260.00
EFT65198	06-09-2018	MARKETFORCE PTY LTD	ADVERTISING FOR VARIOUS JOBS / EVENTS	3049.66
EFT65199	06-09-2018	IT VISION AUSTRALIA PTY LTD	CONFLUENCE USER LICENCES - ALTUS PROJECT - AUGUST 2018	82.50
EFT65200	06-09-2018	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	5688.74
EFT65201	06-09-2018	STAFF AUSTRALIA	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	6137.87
EFT65202	06-09-2018	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	2044.00
EFT65203	06-09-2018	GILFORD BUILDING SERVICES	FOOTPATH DEPOSIT REFUND	2500.00
EFT65204	06-09-2018	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	133.84
EFT65205	06-09-2018	ANDANTINO PTY LTD T/AS OUTDOOR WORLD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65206	06-09-2018	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	REIMBURSEMENT COSTS FOR VOLUNTEER BUSHFIRE BRIGADE	1190.00
EFT65207	06-09-2018	OCE CORPORATE PTY LTD - OFFICE CLEANING EXPERTS PTY LTD	CLEANING SERVICES / CONSUMABLES FOR VARIOUS LOCATIONS	44683.89
EFT65208	06-09-2018	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	140.00
EFT65209	06-09-2018	HOME GROUP WA PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65210	06-09-2018	PLUNKETT HOMES (1903) PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65211	06-09-2018	GCS SERVICES	PLUMBING SERVICES TO VARIOUS LOCATIONS	320.10
EFT65212	06-09-2018	KALAMUNDA PLUMBING & ELECTRICAL	PLUMBING REPAIRS / MAINTENANC FOR VARIOUS LOCATIONS	9384.00
EFT65213	06-09-2018	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA WA DIVISION INC	REGISTRATION FOR STAFF TO ATTEND 2018 AWARDS FOR EXCELLENCE GALA DINNER	700.00
EFT65214	06-09-2018	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6688.55

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65215	06-09-2018	DEPARTMENT OF LOCAL GOVERNMENT, SPORTS & CULTURAL INDUSTRIES	LOCAL GOVERNMENT STANDARDS PANEL SITTING FEES FOR 2017 - 2018	2398.00
EFT65216	06-09-2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA DIVISION)	REGISTRATION FOR VARIOUS STAFF TO ATTEND VARIOUS COURSES & A CONFERENCE	3480.00
EFT65217	06-09-2018	SCANLAN SURVEYS PTY LTD	SURVEYING CONSULTING SERVICES - ROAD WIDENING LESMURDIE RD LESMURDIE	3892.24
EFT65218	06-09-2018	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	10918.52
EFT65219	06-09-2018	TALONS HSF PTY LTD T/A TALONS HIGH SECURITY FENCING	SERVICE AS REQUIRED AND SUPPLY OF PARTS TO REPAIR THE DEPOT GATES AND FENCE	1078.00
EFT65220	06-09-2018	BUILDING COMMISSION - DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING LEVY - AUGUST 2018	8405.49
EFT65221	06-09-2018	TAYLOR MADE HOMES	FOOTPATH DEPOSIT REFUND	4000.00
EFT65222	06-09-2018	NARELLE LANCASTER	HALL BOND REFUND	200.00
EFT65223	06-09-2018	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	196.06
EFT65224	06-09-2018	AUTO ONE KALAMUNDA	PLANT / VEHICLE PARTS	311.90
EFT65225	06-09-2018	KODY M TAN	COMMUNITY LOCAL HERO AWARD	50.00
EFT65226	06-09-2018	BIG W (AR W1.C3.U.07)	VARIOUS SUPPLIES FOR FORRESTFIELD LIBRARY	876.00
EFT65227	06-09-2018	MD SHAHAJAHAN MIYAN	HALL & KEY BOND REFUND	350.00
EFT65228	06-09-2018	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	3550.80
EFT65229	06-09-2018	BGC RESIDENTIAL PTY LTD	FOOTPATH DEPOSIT REFUND	5000.00
EFT65230	06-09-2018	RENTOKIL INITIAL PTY LTD (CANNON)	HYGIENE SERVICES FOR VARIOUS LOCATIONS	3944.26
EFT65231	06-09-2018	OFFICEWORKS SUPERSTORES PTY LTD	OFFICE SUPPLIES / STATIONERY	1960.75
EFT65232	06-09-2018	PORTER CONSULTING ENGINEERS	ROAD 2A FORRESTFIELD / HIGH WYCOMBE INDUSTRIAL AREA - DESIGN, DOCUMENTATION AND CONSTRUCTION MANAGEMENT	825.00
EFT65233	06-09-2018	PLANNING INSTITUTE AUSTRALIA	MEMBERSHIP RENEWAL FOR A STAFF MEMBER	621.00
EFT65234	06-09-2018	BLUEPRINT HOMES (WA) PTY LTD	FOOTPATH DEPOSIT REFUNDS	6500.00
EFT65235	06-09-2018	WOOLWORTHS GROUP LIMITED	GROCERY SUPPLIES	1194.17



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65236	06-09-2018	FAIRE & CO (FAY VALLI)	REIMBURSEMENT OF BOND HELD FOR THE HIRE OF THE SMOOTHIE BIKE	200.00
EFT65237	06-09-2018	KIM BAKER BALLET ACADEMY	HALL BOND REFUND	400.00
EFT65238	06-09-2018	WOODLANDS DISTRIBUTORS & AGENCIES	SUPPLY AND DELIVERY OF COMPOSITE DECKING FOR BRIDGE REPAIRS AT CEDAR WAY	4935.15
EFT65239	06-09-2018	THE CHAIR DOCTOR WA PTY LTD	SUPPLY OF OPAL HIGH BACK FOR OPERATIONS CENTRE	450.00
EFT65240	06-09-2018	KRISTY LISLE	FOOTPATH DEPOSIT REFUND	2500.00
EFT65241	06-09-2018	DARLING RANGE SPORTS COLLEGE	HALL BOND REFUND	400.00
EFT65242	06-09-2018	HARVEY NORMAN AV/IT SUPERSTORE MIDLAND	ELECTRICAL / COMPUTER SUPPLIES	947.00
EFT65243	06-09-2018	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	9913.75
EFT65244	06-09-2018	SAFETY BARRIERS	SUPPLY AND INSTALLATION OF HANDRAILS AT NEWBURN RD & WESTERN AVE HIGH WYCOMBE REPAIR SAFETY BARRIERS ON WELSHPOOL RD NEAR NEW CHURCH	3215.30
EFT65245	06-09-2018	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	7073.00
EFT65246	06-09-2018	KOTT GUNNING LAWYERS	LEGAL EXPENSES	7470.33
EFT65247	06-09-2018	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	4075.50
EFT65248	06-09-2018	WEST-SURE GROUP PTY LTD	CASH IN TRANSIT SERVICES	1600.67
EFT65249	06-09-2018	AKA EVENTS HIRE	20% DEPOSIT - PERTH HILLS SPRING FESTIVAL 2018 - HIRE OF SKATE RINK	1254.00
EFT65250	06-09-2018	THE GOOD GUYS	ELECTRICAL SUPPLIES	1497.00
EFT65251	06-09-2018	DEB FITZPATRICK	PRESENTATIONS AT THE LIBRARIES - FOR CHILDREN'S BOOK WEEK SESSIONS AT THE VARIOUS LIBRARIES	600.00
EFT65252	06-09-2018	RAJI BABU NARAYAN	HALL & KEY BOND & HIRE FEES REFUND	458.00
EFT65253	06-09-2018	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY MONITORING CHARGES FOR VARIOUS LOCATIONS	17.10

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65254	06-09-2018	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	26831.63
EFT65255	06-09-2018	AAAC TOWING PTY LTD	TOWING SERVICES FEES	165.00
EFT65256	06-09-2018	JB HI-FI COMMERCIAL	VARIOUS ELECTRICAL / COMPUTER / ACCESSORY SUPPLIES	20295.00
EFT65257	06-09-2018	ENVIRONMENTAL HEALTH AUSTRALIA (NSW) INC	SUBSCRIPTION FOR I'M ALERT PROGRAM- JULY 2018 TO 30 JUNE 2019	550.00
EFT65258	06-09-2018	ART GUIDE AUSTRALIA	ANNUAL SUBSCRIPTION, PRINT AND WEB ADVERTISING - JUL/AU 2018 - MAY/JUNE 2019 ISSUE	3135.00
EFT65259	06-09-2018	KALAMUNDA RANGERS INCORPORATED	KIDSPORT FUNDING FOR VARIOUS PLAYERS	910.47
EFT65260	06-09-2018	CUROST MILK SUPPLY	MILK SUPPLY FOR DEPOT	178.72
EFT65261	06-09-2018	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	4483.57
EFT65262	06-09-2018	THE CALEDONIAN SOCIETY OF WA	KEY BOND REFUND	50.00
EFT65263	06-09-2018	ADELE STANDEVEN	HALL & KEY BOND REFUND	350.00
EFT65264	06-09-2018	BE PROJECTS (WA) PTY LTD	PART PAYMENT - CONSTRUCTION OF HOCKEY CLUBROOMS FACILITY -HARTFIELD PARK, FORRESTFIELD	64756.11
EFT65265	06-09-2018	SPARKS REFRIGERATION AND AIRCONDITIONING	DEGASSING WHITE GOODS/AIR CONDITIONERS	1497.99
EFT65266	06-09-2018	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	54.05
EFT65267	06-09-2018	FALLS ROAD NETBALL CLUB	HALL & KEY BOND REFUND	350.00
EFT65268	06-09-2018	STAN THE TYRE MAN ( STAN'S TYRE SERVICE WA )	PLANT / VEHICLE PARTS	742.50
EFT65269	06-09-2018	MAIA FINANCIAL PTY LIMITED	LEASE AGREEMENTS FOR VARIOUS LEASES - PERIOD 01/10/18 - 31/12/18	5628.01
EFT65270	06-09-2018	SWAN DISTRICTS GYMNASTICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	165.00
EFT65271	06-09-2018	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASING	5646.79

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65272	06-09-2018	THE ANCIENT TEA COMPANY - MARIAN TERRIACA	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	468.00
EFT65273	06-09-2018	JOURNEY JOTTINGS	SUPPLY OF VARIOUS MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	379.65
EFT65274	06-09-2018	ZIRCODATA PTY LTD	MONTHLY OFFSITE STORAGE FEES	489.01
EFT65275	06-09-2018	KIDS N MUSIC	KEY BOND REFUND	50.00
EFT65276	06-09-2018	NEIL VINCENT MACAULAY	RATES REFUND	765.94
EFT65277	06-09-2018	FIONA BUSH HERITAGE & ARCHAEOLOGY	REVISION OF CONSERVATION MANAGEMENT PLAN FOR KALAMUNDA HISTORY VILLAGE	1680.00
EFT65278	06-09-2018	BEN TRAGER HOMES	FOOTPATH DEPOSIT REFUND	2500.00
EFT65279	06-09-2018	PAULINE MANN	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	1150.00
EFT65280	06-09-2018	BICKLEY SEVENTH DAY ADVENTIST CHURCH	HALL & KEY BOND REFUND	455.00
EFT65281	06-09-2018	I.E. MARKETING	TOURISM COUNCIL WA AWARDS SUBMISSION - IMAGES & UPLOAD	1560.00
EFT65282	06-09-2018	CREATIVE DESIGN & PLANNING	HEIDELBERG PARK - CONCEPT DESIGN AND INFRASTRUCTURE AND SERVICING INVESTIGATION	17897.00
EFT65283	06-09-2018	KIRSTIE BENNETT	HALL & KEY BOND REFUND	350.00
EFT65284	06-09-2018	ROWENA DE VOS	HALL BOND REFUND	145.00
EFT65285	06-09-2018	RUSTY ROO	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	3397.35
EFT65286	06-09-2018	TELSTRA SNP MONITORING PTY LTD	SECURITY MONITORING, EQUIPMENT AND REPAIRS TO VARIOUS LOCATIONS	522.50
EFT65287	06-09-2018	AUS CHILL TECHNICAL SERVICES PTY LTD	SUPPLY AIR CONDITIONING REPAIRS AND INSTALLATION TO VARIOUS LOCATIONS	8100.69
EFT65288	06-09-2018	MARKET CREATIONS	MARKETING & TECHNOLOGY SERVICE FEES & MONTHLY CLOUD HOSTING SERVICES	15761.96
EFT65289	06-09-2018	CURNOW GROUP HIRE PTY LTD	NARDINE CLOSE WIDENING - SEPRABLE PORTION A CLAIM 2 CERTIFICATE CLAIM 10	12551.97

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65290	06-09-2018	PLATINUM MOTEL	ACCOMMODATION FOR 'COMEDY GOLD' 4 PERFORMERS	400.00
EFT65291	06-09-2018	KERB DIRECT KERBING PTY LTD	SUPPLY AND LAY CONCRETE KERBING AT SCHMITT ROAD KALAMUNDA	5030.08
EFT65292	06-09-2018	ALINTA ENERGY (ELECTRICITY ACCOUNT)	POWER CHARGES	8614.84
EFT65293	06-09-2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA, NSW	PERFORMANCE EXCELLENCE PROGRAM - BENCHMARKING 2017-18	14245.00
EFT65294	06-09-2018	TUNNEL VISION (WA) PTY LTD	FORRESTFIELD BOWLING CLUB - SUPPLY SEWER PIPE REPAIR SERVICES	1650.00
EFT65295	06-09-2018	MARINI FERLAZZO	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	853.82
EFT65296	06-09-2018	BORRELLO GRAHAM LAWYERS (LSV BORRELLO LAWYERS)	LEGAL EXPENSES	544.50
EFT65297	06-09-2018	DOWSING GROUP PTY LTD	SUPPLY CONCRETE REMOVAL AND INSTALLATION OF PATHWAYS AT VARIOUS LOCATIONS	45216.05
EFT65298	06-09-2018	BROOK & MARSH PTY LTD	ROAD WIDENING LOT 35 HALE ROAD WATTLE GROVE	550.00
EFT65299	06-09-2018	KIRAN PUTTAPPA	FOOTPATH DEPOSIT REFUND	2500.00
EFT65300	06-09-2018	RECRUITWEST PTY LTD	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3489.15
EFT65301	06-09-2018	ANIMAL PEST MANAGEMENT SERVICES	BAIT STATIONS AND SERVICE AT VARIOUS LOCATIONS	308.10
EFT65302	06-09-2018	HELLOWORLD TRAVEL KALAMUNDA	HALL & KEY BOND REFUND	455.00
EFT65303	06-09-2018	A J POWER	LEGAL EXPENSES	32560.00
EFT65304	06-09-2018	ISABELLA RECHICHI	FOOTPATH DEPOSIT REFUND	1550.00
EFT65305	06-09-2018	CHAMPA BIST	HALL & KEY BOND REFUND	550.00
EFT65306	06-09-2018	TAMARA MOSS	CHILDREN'S BOOK WEEK SESSIONS AT THE VARIOUS LIBRARIES	600.00
EFT65307	06-09-2018	INTEGRITAS CONSULTING PTY LTD	MILEAGE COSTS	58.08
EFT65308	06-09-2018	BELMONT PARK TENNIS CLUB INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	110.00
EFT65309	06-09-2018	BRETT JACKSON	REFUND OF EMPLOYMENT CONTROL ALLOWANCE	30.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65310	06-09-2018	OLIVIA WAKE	YOUNG ARTIST AWARDS - BEST INTERPRETATION OF THEME	200.00
EFT65311	06-09-2018	LEAH ADDISON	YOUNG ARTIST AWARD - EMERGING ARTSIST AWARD	500.00
EFT65312	06-09-2018	ALEISHA WOODMAN	YOUNG LOCAL HERO AWARD	50.00
EFT65313	06-09-2018	ANIKA ZONTA ALBILLOS	YOUNG ARTIST AWARDS 2018 - BEST PIECE	200.00
EFT65314	06-09-2018	SHINE CONSULTING	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT65315	06-09-2018	JULIE HYUNJU LEE	HALL & KEY BOND REFUND	350.00
EFT65316	06-09-2018	INDEPENDENT EDUCATION UNION OF AUSTRALIA WA BRANCH	KEY BOND REFUND	50.00
EFT65317	19-09-2018	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 17 SEPTEMBER 2018	2291.66
EFT65318	19-09-2018	SHAWMAC PTY LTD	CONSULTING CIVIL & TRAFFIC ENGINEERING SERVICES AT FORRESTFIELD / HIGH WYCOMBE INDUSTRIAL AREA AND KALAMUNDA ROAD PAVEMENT DRAINAGE REHABILITATION	8519.50
EFT65319	19-09-2018	1ST FORRESTFIELD SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	60.00
EFT65320	19-09-2018	FREESTYLE NOW	SKATEPARK COACHING SESSION AT FORRESTFIELD SKATEPARK	363.00
EFT65321	19-09-2018	OLK & ASSOCIATES	ARCHITECTURAL CONSULTING SERVICES AT HOCKEY CLUB SHARED SHED AT HARTFIELD PARK FORRESTFIELD	10450.00
EFT65322	19-09-2018	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	116.88
EFT65323	19-09-2018	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE FOR FORRESTFIELD LIBRARY	15.14
EFT65324	19-09-2018	ELEMENT ADVISORY PTY LTD	PROFESSIONAL PLANNING SERVICES FOR VARIOUS LOCATIONS - FORRESTFIELD NORTH STRUCTURE PLAN	4400.00
EFT65325	19-09-2018	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	2960.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65326	19-09-2018	THE JAFFA ROOM/ ARTISTRALIA	MOVIE TITLE APPROVAL FOR SCREENINGS DURING PERTH HILLS SPRING FESTIVAL 2018	385.00
EFT65327	19-09-2018	SEAMLESS (AUST) PTY LTD	SUPPORT HOURS TO RESOLVE EXTERNAL WEBSITE ISSUES	750.00
EFT65328	19-09-2018	GARY SEARLE	BUILDING APPLICATION FEE REFUND	159.35
EFT65329	19-09-2018	ROBYN BEARDSSELL	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	79.10
EFT65330	19-09-2018	EILEEN M MACPHERSON	RATES REFUND	230.00
EFT65331	19-09-2018	GILL BAXTER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	17.50
EFT65332	19-09-2018	KEVIN CUNEO	DEVELOPMENT PLAN APPLICATION FEE REFUND	147.00
EFT65333	19-09-2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	97.60
EFT65334	19-09-2018	CITY OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	371.00
EFT65335	19-09-2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	775.49
EFT65336	19-09-2018	AUSTRALIA POST	POSTAL EXPENSES / COUNTER BILLPAY TRANSACTION FEES	12419.78
EFT65337	19-09-2018	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	385.89
EFT65338	19-09-2018	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1151.17
EFT65339	19-09-2018	LANDGATE	LAND ENQUIRIES FOR VARIOUS LOCATIONS & SLIP SUBSCRIPTION SERVICES ANNUAL CHARGE	5098.40
EFT65340	19-09-2018	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	3145.45
EFT65341	19-09-2018	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS & SUPPLY OF 1 NEW VEHICLE	21172.87
EFT65342	19-09-2018	WA LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR STAFF TO ATTEND 2018 WA TRANSPORT AND ROADS FORUM	100.00
EFT65343	19-09-2018	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANNUAL LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE SAMPLING FEE	14943.26
EFT65344	19-09-2018	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	199.65
EFT65345	19-09-2018	CLEANAWAY	WASTE / RECYCLING & BULK BIN DISPOSAL SERVICES FEES	1542.31

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65346	19-09-2018	LANDGATE - VALUATIONS	GROSS RENTAL VALUATION FEES FOR VARIOUS LOCATIONS	895.81
EFT65347	19-09-2018	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	610.68
EFT65348	19-09-2018	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6701.20
EFT65349	19-09-2018	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	5798.47
EFT65350	19-09-2018	FASTA COURIERS	COURIER FEES	471.39
EFT65351	19-09-2018	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	4797.55
EFT65352	19-09-2018	FORRESTFIELD MOWER CENTRE	SUPPLY OF HARDWARE / PLANT PARTS	171.60
EFT65353	19-09-2018	LESMURDIE SAND, SOIL & BOBCAT HIRE	GARDEN / RESERVE SUPPLIES	105.00
EFT65354	19-09-2018	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES / CLEANING SUPPLIES	1231.99
EFT65355	19-09-2018	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1473.78
EFT65356	19-09-2018	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	26669.50
EFT65357	19-09-2018	SYNERGY	POWER CHARGES	116942.60
EFT65358	19-09-2018	DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS	ANNUAL ALL PARKS PASS X 2 CONCESSION ANNUAL ALL PARKS PASS X 6 HOLIDAY PARK PASS X 4	644.38
EFT65359	19-09-2018	KENNEDYS TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	11231.00
EFT65360	19-09-2018	MILPRO WA (INCORPORATING HILL TOP TROPHIES)	SUPPLY OF NAME BADGES	129.25
EFT65361	19-09-2018	MARKETFORCE PTY LTD	ADVERTISING FOR VARIOUS JOBS / EVENTS	727.67
EFT65362	19-09-2018	IT VISION AUSTRALIA PTY LTD	REGISTRATION FOR STAFF TO ATTEND INNOVATE 2018 CONFERENCE	875.60
EFT65363	19-09-2018	KALAMUNDA YOUTH SWING BAND	HALL & KEY BOND REFUND	755.00
EFT65364	19-09-2018	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3668.23
EFT65365	19-09-2018	STAFF AUSTRALIA	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	13918.33
EFT65366	19-09-2018	GREEN SKILLS (ECOJOBS)	LABOUR ASSISTANCE FOR TREE PLANTING	1379.40
EFT65367	19-09-2018	AIR LIQUIDE WA PTY LTD	SUPPLY OF GAS CYLINDER REFILLS AND RENTAL FEES	190.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65368	19-09-2018	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18 ANNUAL CONTRIBUTION AS PER LEASE 2018 / 2019	29035.75
EFT65369	19-09-2018	SEBASTIAN BUTCHERS	CATERING SUPPLIES	89.85
EFT65370	19-09-2018	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	439.37
EFT65371	19-09-2018	1ST MAIDA VALE SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	150.00
EFT65372	19-09-2018	OCE CORPORATE PTY LTD - OFFICE CLEANING EXPERTS PTY LTD	CLEANING SERVICES / CONSUMABLES FOR VARIOUS LOCATIONS	825.00
EFT65373	19-09-2018	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	60.00
EFT65374	19-09-2018	PLUNKETT HOMES (1903) PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65375	19-09-2018	GCS SERVICES	PLUMBING SERVICES TO VARIOUS LOCATIONS	253.00
EFT65376	19-09-2018	HELEN ARMSTRONG & ASSOCIATES (T/AS WAXING LYRICAL CANDLES)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	23.10
EFT65377	19-09-2018	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	15.90
EFT65378	19-09-2018	TOTAL EDEN PTY LTD	RETICULATION PARTS / SPRINKLER SUPPLIES FOR OPERATIONS CENTRE	2469.94
EFT65379	19-09-2018	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6445.85
EFT65380	19-09-2018	NOISE & VIBRATION MEASUREMENT SYSTEMS PTY LTD (NVMS)	NOISE & VIBRATION MEASUREMENT	1644.50
EFT65381	19-09-2018	KALAMUNDA & DISTRICTS BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	480.01
EFT65382	19-09-2018	TECHNOLOGY ONE LTD	INTRAMPS ROAM CONSULTING FEES	1716.00
EFT65383	19-09-2018	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEVY - 2018/19 - QUARTER 1	2151018.53
EFT65384	19-09-2018	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIES	82.50
EFT65385	19-09-2018	ANNA HAMERSLEY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	39.90

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65386	19-09-2018	AMEREX FIRE (WA) (E FIRE AND SAFETY)	FIRE EQUIPMENT MAINTENANCE FOR VARIOUS LOCATIONS	1261.70
EFT65387	19-09-2018	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	17151.36
EFT65388	19-09-2018	TALONS HSF PTY LTD T/A TALONS HIGH SECURITY FENCING	SERVICE AND SUPPLY OF PARTS TO REPAIR THE DEPOT GATES AND FENCE AT DOG POUND	11501.60
EFT65389	19-09-2018	LIFTING BY DESIGN PTY LTD	PLANT / VEHICLE PARTS	61.60
EFT65390	19-09-2018	IRRIGATION AUSTRALIA LTD	CORPORATE MEMBERSHIP 2018/2019 FEES FOR A STAFF MEMBER	649.00
EFT65391	19-09-2018	ENGIE MECHANICAL SERVICES AUSTRALIA PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3018.88
EFT65392	19-09-2018	RANGE FORD	SUPPLY OF 1 NEW VEHICLE	30177.65
EFT65393	19-09-2018	WEST AUSTRALIAN NEWSPAPERS HOLDINGS LTD	WEEKLY PROMOTION OF GALLERY EXHIBITION PROGRAM	261.45
EFT65394	19-09-2018	KANYANA WILDLIFE REHABILITATION CENTRE INC	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	336.00
EFT65395	19-09-2018	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	3300.00
EFT65396	19-09-2018	BIG W (AR W1.C3.U.07)	VARIOUS SUPPLIES FOR FORRESTFIELD LIBRARY	886.00
EFT65397	19-09-2018	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCH FEES	13.60
EFT65398	19-09-2018	PETER CLARK - PIANO TUNER	MAINTENANCE / REPAIRS TO PIANOS AT KALAMUNDA PERFORMING ARTS CENTRE	350.00
EFT65399	19-09-2018	HOLLIER DICKSONS A DIVISION OF PFD FOOD SERVICE P/L	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	367.81
EFT65400	19-09-2018	CORDELL INFORMATION PTY LTD	SUBSCRIPTIONS FOR COMMERCIAL & HOUSING BUILDING COSTS GUIDE	1000.00
EFT65401	19-09-2018	MIRACLE RECREATION EQUIPMENT	REPAIR CHAIN ON SWING AT STIRK PARK	291.50
EFT65402	19-09-2018	STRATAGREEN	GARDEN / RESERVE SUPPLIES	565.62
EFT65403	19-09-2018	OFFICEWORKS SUPERSTORES PTY LTD	OFFICE SUPPLIES / STATIONERY	1412.00

Chq/EFT	Date	Name	Description	Amount
EFT65404	19-09-2018	CONSTABLE CARE CHILD SAFETY FOUNDATION INC	CONSTABLE CARE COMMUNITY PARTNERSHIP PROGRAM 18/19	11000.00
EFT65405	19-09-2018	WOOLWORTHS GROUP LIMITED	GROCERY SUPPLIES	1391.43
EFT65406	19-09-2018	AFFORDABLE LIVING HOMES	FOOTPATH DEPOSIT REFUND	2500.00
EFT65407	19-09-2018	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE - 01/08/18 - 31/08/18	8.00
EFT65408	19-09-2018	HILLIANS NETBALL CLUB	HALL & KEY BOND REFUND	350.00
EFT65409	19-09-2018	MARK & CLAIRE PAGET	BUILDING APPLICATION FEE REFUND	61.65
EFT65410	19-09-2018	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS LOCATIONS	5900.81
EFT65411	19-09-2018	GLENDIA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	813.44
EFT65412	19-09-2018	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	7101.31
EFT65413	19-09-2018	TOM CAIRNS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	9.80
EFT65414	19-09-2018	SHIRLEY SPENCER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	164.50
EFT65415	19-09-2018	MULTILEC ENGINEERING	QUARTERLY SERVICING & TESTING OF LIFTS	2996.29
EFT65416	19-09-2018	ROSE SMART	MAINTAIN ROSE BEDS AT VARIOUS LOCATIONS	11265.00
EFT65417	19-09-2018	SARA SLAVIN	REIMBURSEMENT FOR LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP	92.00
EFT65418	19-09-2018	LESMURDIE ARTS & CRAFTS INC	HALL BOND REFUND	500.00
EFT65419	19-09-2018	RESIDENTIAL BUILDING WA PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65420	19-09-2018	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	21534.15
EFT65421	19-09-2018	LOCHNESS LANDSCAPE SERVICES	MOWING OF VARIOUS RESERVES	6199.38
EFT65422	19-09-2018	WAYNE & DEBRA OWEN	RATES REFUND	394.42
EFT65423	19-09-2018	LIBERTY OIL AUSTRALIA PTY LTD	SUPPLY OF FUEL	26764.33
EFT65424	19-09-2018	SAFETY BARRIERS	SUPPLY & INSTALLATION OF SAFETY BARRIERS & TRAFFIC MANAGEMENT AT VARIOUS LOCATIONS	4785.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65425	19-09-2018	CHRISTINE VITLER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	9.45
EFT65426	19-09-2018	NANCY GILLESPIE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	21.00
EFT65427	19-09-2018	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	36736.70
EFT65428	19-09-2018	SIMSAI CONSTRUCTIONS GROUP PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65429	19-09-2018	DONNA JEBB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	9.45
EFT65430	19-09-2018	ALISON MULCAHY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	21.00
EFT65431	19-09-2018	THE GOOD GUYS	ELECTRICAL SUPPLIES	118.80
EFT65432	19-09-2018	THE PETAL PRESS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	20.58
EFT65433	19-09-2018	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	155.40
EFT65434	19-09-2018	LINDA STONES	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	46.55
EFT65435	19-09-2018	IAN MOSS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	56.00
EFT65436	19-09-2018	PETER FALCONER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	26.60
EFT65437	19-09-2018	MARY FORWARD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	12.60
EFT65438	19-09-2018	FOXTEL	MONTHLY SUBSCRIPTION FEE	210.00
EFT65439	19-09-2018	HANDS-ON INFECTION CONTROL	HEPATITIS VACCINATION SUPPLIES FOR STAFF	682.81
EFT65440	19-09-2018	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	26797.95

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65441	19-09-2018	THE ARTFUL FLOWE - FELICIA LOWE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	56.00
EFT65442	19-09-2018	DAVID GREEN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	55.72
EFT65443	19-09-2018	JB HI-FI COMMERCIAL	VARIOUS ELECTRICAL / COMPUTER / ACCESSORY SUPPLIES	111.48
EFT65444	19-09-2018	HILLS DISTRICT CALISTHENICS CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	150.00
EFT65445	19-09-2018	TTM HOME SERVICES	COLLECTION AND INSTALLATION OF BANNERS	280.00
EFT65446	19-09-2018	SILK ON SILK (ROSEMARY LONSDALE)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	336.00
EFT65447	19-09-2018	JAIME EVILL KINNEAR	HALL BOND REFUND	200.00
EFT65448	19-09-2018	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION CENTRE AND DEPOT	476.28
EFT65449	19-09-2018	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3828.74
EFT65450	19-09-2018	MAVIS PASKULICH	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	163.10
EFT65451	19-09-2018	HIGH WYCOMBE LITTLE ATHLETICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	300.00
EFT65452	19-09-2018	RAZ MUSIC	FIRST INSTALMENT FOR 'GRIGORYAN BROTHERS' PERFORMANCE SEPT 21, 2018	3500.00
EFT65453	19-09-2018	OFF PEN PUBLISHING - BETH BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	20.30
EFT65454	19-09-2018	MAIA FINANCIAL PTY LIMITED	LEASE FEES FOR VARIOUS AGREEMENTS - 01/10/18 - 31/12/18	7564.71
EFT65455	19-09-2018	BALLIGART - HELEN LOCK	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	21.00
EFT65456	19-09-2018	AARON J MILLS	WALLISTON TRANSFER STATION ENTRY FEE REFUND	44.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65457	19-09-2018	REMPAN	REMPAN ECONOMY SUBSCRIPTION FEE FROM 1 SEPTEMBER 2019 - INCLUDING REMPLAN ECONOMY SOFTWARE - BUSINESS, TOURISM, WORKFORCE & GAP ANALYSIS MODULES	5244.80
EFT65458	19-09-2018	CATHERINE AURUBIND	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	15.40
EFT65459	19-09-2018	LINDA RAPHAEL	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	8.75
EFT65460	19-09-2018	MALCOLM STANLEY LANE	RATES REFUND	1198.09
EFT65461	19-09-2018	NICKY WINTER - KASAZZ IN KALAMUNDA	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	16.45
EFT65462	19-09-2018	THE LUCKY CHARM	NEWSPAPERS / MAGAZINES SUPPLIES FOR VARIOUS LOCATIONS	49.00
EFT65463	19-09-2018	PROMOTIONAL EXPOSURE	FINAL INSTALMENT FOR 'COMEDY GOLD 2018'	1650.00
EFT65464	19-09-2018	HERB & ESSENCE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	9.80
EFT65465	19-09-2018	SEATADVISOR PTY LTD	MONTHLY TICKET SALES FEES	293.59
EFT65466	19-09-2018	BLACKTREE TECHNOLOGY PTY LTD	RADIO ID & ACCESS TO THE CENTRAL PARK REPEATER SITE FOR 8 RADIOS -	255.20
EFT65467	19-09-2018	SECURE PAY	TICKET TRANSACTION FEES	27.98
EFT65468	19-09-2018	AUS CHILL TECHNICAL SERVICES PTY LTD	SUPPLY AIR CONDITIONING REPAIRS AND INSTALLATION TO VARIOUS LOCATIONS	2145.00
EFT65469	19-09-2018	FAIRVIEW PLUMBING & GAS PTY LTD	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	1760.00
EFT65470	19-09-2018	HELLO PERTH	ADVERTISING 2018/19 - HELLO PERTH MAGAZINE	1800.00
EFT65471	19-09-2018	CURNOW GROUP HIRE PTY LTD	NARDINE CLOSE WIDENING - SEPARABLE PORTION A & B CLAIM 11	43098.06
EFT65472	19-09-2018	SOLARGAIN PV PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65473	19-09-2018	UNWINED T/A POSSUM CREEK LODGE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	284.20
EFT65474	19-09-2018	TREASURES OF AUSTRALIA	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	132.72
EFT65475	19-09-2018	KERB DIRECT KERBING PTY LTD	SUPPLY AND LAY EXTRUDED CONCRETE KERB - CLIANTHUD RD WALLISTON	3865.92
EFT65476	19-09-2018	ALINTA ENERGY (ELECTRICITY ACCOUNT)	POWER CHARGES	10559.24
EFT65477	19-09-2018	BORRELLO GRAHAM LAWYERS (LSV BORRELLO LAWYERS)	LEGAL EXPENSES	4108.50
EFT65478	19-09-2018	MERI ROBINSON	REIMBURSEMENT FOR DAMAGE TYRE AND WHEEL ALIGNMENT	277.00
EFT65479	19-09-2018	STEFANIA MARIA SAYERS-STREETIN	BUILDING APPLICATION FEE REFUND	725.10
EFT65480	19-09-2018	TERRI HILL T/A ABLAZE GLASS STUDIO	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	21.00
EFT65481	19-09-2018	DOWSING GROUP PTY LTD	SUPPLY AND INSTALL PATHWAYS AT VARIOUS LOCATIONS	34113.11
EFT65482	19-09-2018	CAPITAL FINANCE AUSTRALIA LTD	QUARTERLY LEASE PAYMENT FOR 18 RICOH MPC's FOR PERIOD BETWEEN 01/10/2018 - 31/12/2018	13533.82
EFT65483	19-09-2018	RECRUITWEST PTY LTD	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3336.43
EFT65484	19-09-2018	MARSH PTY LTD	INSUARANCE RENEWAL FEES FOR PERIOD - 30/06/18 - 30/06/19	639184.03
EFT65485	19-09-2018	BARTCO TRAFFIC EQUIPMENT PTY LTD	3 YEARS BARTCO WEBSTUDIO LICENCE X 5 UNITS VMBS MESSAGE BOARDS	2310.00
EFT65486	19-09-2018	SYLVANA DOUGLAS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	11.20
EFT65487	19-09-2018	MULLALOO SURF LIFE SAVING CLUB INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	165.00
EFT65488	19-09-2018	A PROUD LANDMARK PTY LTD	RED GUM ESTATE - LANDSCAPE SERVICES AT VARIOUS LOCATIONS	5302.00
EFT65489	19-09-2018	A J POWER	LEGAL EXPENSES	9900.00

Chq/EFT	Date	Name	Description	Amount
EFT65490	19-09-2018	SUBHASH CHANDER	REFUND OF ENTRY PASS FEE AT THE WALLISTON TRANSFER STATION	44.00
EFT65491	19-09-2018	BROOK RETICULATION	RETICULATION SERVICE FEES	2200.00
EFT65492	19-09-2018	ALASTAIR WHITELAW	RATES REFUND	1496.56
EFT65493	19-09-2018	CHRIS OWEN	CHILDREN'S BOOK WEEK SESSIONS AT THE VARIOUS LIBRARIES	600.00
EFT65494	19-09-2018	MACQUEEN HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	2500.00
EFT65495	19-09-2018	DAAWAH ASSOCIATION OF WA	HALL BOND REFUND	500.00
EFT65496	19-09-2018	STEVE SMITH	REGISTRATION TO ATTEND REPORT WRITING SESSION	850.00
EFT65497	19-09-2018	CRAZY ARMS - DAMON SMITH	SPECIAL EVENT MORNING MUSIC 5/9/18 - A BRIEF HISTORY OF PIANO TINKERING THROUGH THE AGES	1800.00
EFT65498	19-09-2018	LUKE CHELL	REIMBURSEMENT FOR COST OF DAMAGES TO TYRE AND WHEEL RIMS	560.00
EFT65499	19-09-2018	MAHARI	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/18 - 31/08/18	185.50
EFT65500	19-09-2018	MERGER CONTRACTING P/L T/AS J&M ASPHALT	ROAD SUPPLIES / REPAIRS FOR VARIOUS LOCATIONS	5819.00
EFT65501	19-09-2018	SARAH LIEBECK	YOUNG ARTIST AWARDS - PEOPLES CHOISE AWARD	100.00
EFT65502	19-09-2018	TYRE STORAGE AND RECOVERY WA (TSR WA)	COLLECTION AND PROCESSING OF TYRES	757.75
EFT65503	19-09-2018	ZIG ZAG FOCUS GROUP	CONTRIBUTION TO ZIG ZAG FOCUS GROUP	350.00
EFT65504	19-09-2018	BROOKE DE AGRELA	REIMBURSEMENT FOR DAMAGE TO WHEEL / TYRE AND WHEEL ALIGNMENT	413.00
EFT65505	19-09-2018	REBECCA JOHNSON	HALL BOND REFUND	400.00
EFT65506	26-09-2018	HART SPORT	GYM EQUIPMENT SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	134.30
EFT65507	26-09-2018	THE WORKWEAR GROUP PTY LTD	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	1418.65
EFT65508	26-09-2018	RICOH AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES FOR ALL CITY LOCATIONS	6444.27
EFT65509	26-09-2018	PLANT FORCE INVESTMENTS PTY LTD T/AS PLANTRITE	SUPPLY OF VARIOUS PLANTS FOR PLANTING ALONG ROAD VERGE	1296.79



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65510	26-09-2018	LANDMARK ENGINEERING	SUPPLY OF BUS SHELTER AT WOODLUPINE BROOK	9919.80
EFT65511	26-09-2018	AUSTRALIAN TEACHING AIDS PTY LTD	SUPPLIES FOR KALAMUNDA LIBRARY	425.60
EFT65512	26-09-2018	IMAGE EMBROIDERY	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	1056.66
EFT65513	26-09-2018	VISUAL PUBLICATIONS P/L - COUNTRYWIDE PUBLICATIONS	ADVERTISEMENT - WA VISITOR CENTRE MAP - SPRING EDITION	145.00
EFT65514	26-09-2018	ELEMENT ADVISORY PTY LTD	PROFESSIONAL PLANNING SERVICES FOR FORRESTFIELD NORH STRUCTURE PLAN	5500.00
EFT65515	26-09-2018	TOTALLY WORKWEAR	SUPPLY OF PROTECTIVE CLOTHING	4600.79
EFT65516	26-09-2018	ALLAN MORTON	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65517	26-09-2018	LESLEY BOYD	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65518	26-09-2018	COATES HIRE OPERATIONS PTY LTD	PLANT / EQUIPMENT HIRE	594.37
EFT65519	26-09-2018	MAXWELL ROBINSON & PHELPS PEST MANAGEMENT	PEST CONTROL SERVICES	2287.00
EFT65520	26-09-2018	CLEANAWAY	GENERAL WASTE SKIP BIN COLLECTION	1111.88
EFT65521	26-09-2018	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	2915.00
EFT65522	26-09-2018	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP & MATTRESS DISPOSAL FEES 2018 / 2019 ANNUAL CONTRIBUTION TO 6 X LGA ZONE MEETINGS	407430.31
EFT65523	26-09-2018	OFFICE LINE GROUP PTY LTD	OFFICE FURNITURE SUPPLIES	1654.40
EFT65524	26-09-2018	VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES FOR EMERGENCY SERVICES - SEPTEMBER 2018	1317.23
EFT65525	26-09-2018	STATEWIDE BEARINGS	PLANT / VEHICLE PARTS	29.62
EFT65526	26-09-2018	MCINTOSH & SON	PLANT / VEHICLE PARTS	875.56
EFT65527	26-09-2018	CLEAN CLOTH COTTON TRADERS	PROTECTIVE SUPPLIES	202.79
EFT65528	26-09-2018	WA LIMESTONE COMPANY	ROAD MATERIALS FOR VARIOUS LOCATIONS	1305.40
EFT65529	26-09-2018	WINC AUSTRALIA PTY LTD	STATIONERY / OFFICE SUPPLIES	479.22
EFT65530	26-09-2018	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	2247.10

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65531	26-09-2018	CRYSTAL PRINTING SOLUTIONS TRADING AS WORLDWIDE PRINTING	SUPPLY OF MAGNETS ASSOCIATED WITH WASTE PROMOTIONAL MATERIAL	550.00
EFT65532	26-09-2018	JOHN GIARDINA	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	8093.17
EFT65533	26-09-2018	GEOFF STALLARD	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65534	26-09-2018	IT VISION AUSTRALIA PTY LTD	SOFTWARE DEVELOPMENT - ALTUS COLLABORATION PROJECT, YEAR 2 JULY - SEPTEMBER 2018 TECHNICAL SERVICES - REMOVE EXPIRY DATE IN HEALTH MODULE	41492.00
EFT65535	26-09-2018	BUCHER MUNICIPAL PTY LTD	PLANT / VEHICLE PARTS	1122.72
EFT65536	26-09-2018	GEOFABRICS AUSTRALASIA PTY LTD	SUPPLY OF GEOFABRIC MATERIALS	4504.50
EFT65537	26-09-2018	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	503.00
EFT65538	26-09-2018	HOSEMASTERS	PLANT / VEHICLE PARTS	643.31
EFT65539	26-09-2018	WORK CLOBBER (MIDLAND)	PROTECTIVE CLOTHING SUPPLIES	261.00
EFT65540	26-09-2018	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	5079.15
EFT65541	26-09-2018	KOMPAN PLAYScape PTY LTD	REPLACEMENT SPRINGER AND RUBBER SOFT FALL REPAIR TO REAR OF KALAMUNDA LIBRARY	3636.60
EFT65542	26-09-2018	CAT WELFARE SOCIETY INC	CAT HAVEN REHOMING OF UNCLAIMED CATS FROM THE CITYS POUND	44.00
EFT65543	26-09-2018	LANDMARK OPERATIONS LTD	CHEMICALS & SUPPLIES	2896.96
EFT65544	26-09-2018	TOTAL PACKAGING (WA) PTY LTD	SUPPLY OF DOG LITTER BAGS	858.00
EFT65545	26-09-2018	AABEL LINE MARKING	LINE MARKING FOR VARIOUS LOCATIONS	2620.20
EFT65546	26-09-2018	WA HINO SALES & SERVICE	PLANT / VEHICLE PARTS	379.31
EFT65547	26-09-2018	ACCESS ICON PTY LTD T/A CASCADA	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	7462.73
EFT65548	26-09-2018	CABCAR PTY LTD	SUPPLY, REPAIRS AND INSTALLATION OF U.H.F. RADIOS AND PHONES	425.00
EFT65549	26-09-2018	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIES	418.79
EFT65550	26-09-2018	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	12844.43
EFT65551	26-09-2018	JARAM PRODUCTS PTY LTD T/A JARAM AUSTRALIA	PLANT / VEHICLE PARTS	1487.75

Chq/EFT	Date	Name	Description	Amount
EFT65552	26-09-2018	ANALYTICAL REFERENCE LABORATORY	BORE WATER SAMPLE - POTABLE WATER TESTING SUITE	1067.00
EFT65553	26-09-2018	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	5087.55
EFT65554	26-09-2018	INSTANT WEIGHING	PLANT / VEHICLE PARTS	1028.50
EFT65555	26-09-2018	COMMUNITY NEWSPAPER GROUP LTD	ADVERTISING FOR VARIOUS JOBS AND EVENTS	4826.11
EFT65556	26-09-2018	WREN OIL	WASTE OIL RECYCLING - DISPOSAL FEES	16.50
EFT65557	26-09-2018	YAIRABIN PTY LTD T/A DRIVE STRAIGHT ALIGNMENT SERVICES	PLANT / VEHICLE PARTS	143.00
EFT65558	26-09-2018	MAIN ROADS (WA)	SUPPLY AND INSTALLATION OF SIGNAGE AND PAVEMENT MARKING, ON KALAMUNDA ROAD AND CANNING ROAD RD, KALAMUNDA	7255.95
EFT65559	26-09-2018	BROOKE O'DONNELL	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65560	26-09-2018	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	PADLOCKS / KEYS SUPPLIES	2463.45
EFT65561	26-09-2018	PARKERS YELLOWMETAL PTY LTD T/A METAL WORKS PERTH	BOLLARD REPAIRS / MAINTENANCE	709.50
EFT65562	26-09-2018	HAVE A GO NEWS - CONCEPT MEDIA	HAVE A GO ACTIVE SENIORS ADVERTISING	323.73
EFT65563	26-09-2018	MICHAEL ANDREW FERNIE	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65564	26-09-2018	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	430.32
EFT65565	26-09-2018	HYDROQUIP PUMPS	KOSTERA OVAL - FOR WORKS AND PARTS ON PUMP	1843.82
EFT65566	26-09-2018	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	1383.31
EFT65567	26-09-2018	SHRED-X PTY LTD	SECURE DOCUMENT DISPOSAL BIN REMOVAL AND REPLACEMENT	66.00
EFT65568	26-09-2018	MARGARET THOMAS	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65569	26-09-2018	SARA LOHMEYER	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65570	26-09-2018	MAYDAY EARTHMOVING	PLANT AND EQUIPMENT HIRE	6578.00
EFT65571	26-09-2018	ABV CONSULTANTS	PART PAYMENT 1 - SCOTT RESERVE MASTER PLAN	9417.10
EFT65572	26-09-2018	BOYA EQUIPMENT PTY LTD	PLANT / VEHICLE PARTS	2388.48

Chq/EFT	Date	Name	Description	Amount
EFT65573	26-09-2018	360 ENVIRONMENTAL PTY LTD	CONSULTING SERVICES - PROGRESS CLAIM 007 - RFQ1712 - GROUND WATER MONITORING & ADDITIONAL INVESTIGATIVE WORKS AT BRAND RD AND KALAMUNDA HISTORY VILLAGE LOCOMOTIVE	30837.21
EFT65574	26-09-2018	FLEXIGLASS CHALLENGE PTY LTD	PLANT / VEHICLE PARTS	210.10
EFT65575	26-09-2018	DAVID K ALMOND	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65576	26-09-2018	APOLLO FABRICATIONS	HOOK LIFT BIN REPAIR	572.00
EFT65577	26-09-2018	LOCHNESS LANDSCAPE SERVICES	MOWING OF VARIOUS RESERVES	10638.83
EFT65578	26-09-2018	DYLAN O'CONNOR	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	3519.34
EFT65579	26-09-2018	CONTRAFLOW	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	48486.88
EFT65580	26-09-2018	ARMADILLO GROUP PTY LTD	PLANT / VEHICLE PARTS	588.72
EFT65581	26-09-2018	ACCESS OFFICE INDUSTRIES	LIBRARY SUPPLIES	717.42
EFT65582	26-09-2018	HEALTHZONE PTY LTD T/AS BAD BACKS WA	OFFICE FURNITURE SUPPLIES	511.75
EFT65583	26-09-2018	HEMA MAPS PTY LTD	SUPPLY OF VARIOUS MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	765.96
EFT65584	26-09-2018	REMONDIS AUSTRALIA PTY LTD	CARDBOARD COLLECTION & BIN SERVICING AT SPORTING CLUBS	2033.60
EFT65585	26-09-2018	ASPHALTECH PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	25050.30
EFT65586	26-09-2018	DAIMLER TRUCKS PERTH	PLANT / VEHICLE PARTS	50.01
EFT65587	26-09-2018	TRACY L DESTREE-THOMPSON	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65588	26-09-2018	NATURAL AREA MANAGEMENT & SERVICES	CONTROL OF UNWANTED VEGETATION AT VARIOUS LOCATIONS	2904.00
EFT65589	26-09-2018	CAMERON BLAIR	COUNCILLOR ALLOWANCE - 01/09/18 - 30/09/18	2212.51
EFT65590	26-09-2018	GRANT THORNTON AUSTRALIA LTD	INTERIM AUDIT FEE FOR YEAR ENDING 30/06/18	5766.75
EFT65591	26-09-2018	URBIS PTY LTD	PART PAYMENT - KALAMUNDA ACTIVITY CENTRE PLAN	37310.79
EFT65592	26-09-2018	RED E GROUP	SUPPLY OF MEMBERSHIP CARDS FOR LIBRARIES	1127.50
EFT65593	26-09-2018	SUEZ RECYCLING & RECOVERY (PERTH) PTY LTD	BULK BIN SERVICES FOR GREEN AND MIXED WASTE COLLECTIONS AND DISPOSAL	1345.39
EFT65594	26-09-2018	ZIRCODATA PTY LTD	MONTHLY OFFSITE STORAGE FEES	564.68

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65595	26-09-2018	LADELLE PTY LTD	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	4069.79
EFT65596	26-09-2018	RM SURVEYS	PHOTO MAPPING OF LOT 622 (42) LEDGER ROAD, GOOSEBERRY HILL	5093.00
EFT65597	26-09-2018	DAYTONE PRINTING PTY LTD	PRINTING OF BROCHURES / INVITES FOR VARIOUS LOCATIONS	2203.30
EFT65598	26-09-2018	WEST TIP WASTE CONTROL PTY LTD	DRAINAGE CLEAN OPEN DRAINS - REMOVAL & PROCESSING OF BUILDING RUBBLE, GULLY EDUCTING, SWEEPINGS	131658.19
EFT65599	26-09-2018	ALPERSTEIN DESIGNS	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	401.94
EFT65600	26-09-2018	JAPANESE TRUCK & BUS SPARES PTY LTD	PLANT / VEHICLE PARTS	2922.80
EFT65601	26-09-2018	THE LINEN PRESS	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	2247.86
EFT65602	26-09-2018	SAFEWORK LABORATORIES PTY LTD	URINE & SWAB TESTING FOR STAFF MEMBERS	190.30
EFT65603	26-09-2018	BLUE STEEL ENTERPRISES PTY LTD T/A FRONTLINE FIRE & RESCUE EQUIPMENT	MAINTENANCE OF FIRE AND RESCUE EQUIPMENT	2576.75
EFT65604	26-09-2018	ARCUS AUSTRALIA PTY LTD	SUPPLY 1 X ARCUS WATER COOLER FOR ADMIN CENTRE	2189.00
EFT65605	26-09-2018	INSTANT WASTE MANAGEMENT	HOOK LIFT BIN TRANSPORTATION	9790.00
EFT65606	26-09-2018	LA LA LAND / HOME & HUMAN FASHION PTY LTD	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	399.63
EFT65607	26-09-2018	BLUE FORCE	SUPPLY / INSTALLATION & MAINTAINENCE OF SECURITY SERVICES	711.17
EFT65608	26-09-2018	SLIMLINE WAREHOUSE	OFFICE DISPLAY SUPPLIES	464.32
EFT65609	26-09-2018	MENZIES CIVIL AUSTRALIA PTY LTD	PROGRESS CLAIM # 2 - BOOLIGAL STREET LESMURDIE - DRAINAGE UPGRADE	75122.81
EFT65610	26-09-2018	SHOP FOR SHOPS	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	657.06



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65611	26-09-2018	COLOURMEART	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	422.95
EFT65612	26-09-2018	URBAN STORMWATER TECHNOLOGIES (UST) PTY LTD	HARTFIELD PARK RESERVE - SUPPLY 1 X LARGE ROUND INSERT TO SUIT DRAINAGE BASKET AT THE ENTRY POINT TO THE HARTFIELD PARK ASR SYSTEM. -	390.50
EFT65613	26-09-2018	MATTHEW POON PHOTOGRAPHY	PUBLIC OPEN SPACE STRATEGY - PHOTOS	550.00
EFT65614	26-09-2018	ANNABEL TRENDS PTY LTD	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	1313.90
EFT65615	26-09-2018	WESTERN TREE RECYCLERS	GREEN WASTE PROCESSING/COLLECTION	11713.24
EFT65616	26-09-2018	TOMAS & MARIA FE CANDIDO	CROSSOVER CONTRIBUTION	428.00
EFT65617	26-09-2018	SIGNARAMA WELSHPOOL	SIGNAGE SUPPLIES - OPENING HOURS DOOR GRAPHICS FOR THE GYM	250.80
EFT65618	26-09-2018	CORSIGN WA PTY LTD	SUPPLIES OF SIGNAGE AND RELATED EQUIPMENT	3003.00
EFT65619	26-09-2018	MANAGED RECHARGE	GROUNDWATER SAMPLING AT HARTFIELD PARK	4279.55
EFT65620	26-09-2018	OMNIFIC ENTERPRISES P/L T/AS OCP SALES	RADIO & TELECOMMUNICATION SUPPLIES / MAINTENANCE OF EQUIPMENT	600.00
EFT65621	26-09-2018	MARSH PTY LTD	WORKERS COMPENSATION INSURANCE RENEWAL - 30/06/18 TO 30/09/18	109147.50
EFT65622	26-09-2018	VIZSTONE	MANAGE ENGINE - SEPTEMBER 2018	2689.50
EFT65623	26-09-2018	HORIZON WEST LANDSCAPE & IRRIGATION PTY LTD	TUBESTOCK PLANTING OF 720 ASSORTED TUBES ALONG ROAD VERGE ON WELSHPOOL ROAD, WATTLE GROVE & BIBBULMUN MAINTENANCE	1589.50
EFT65624	26-09-2018	LEARNING DISCOVERY AS TRUSTEE FOR ENCORE DISCRETIONARY TRUST	SUPPLIES FOR HIGH WYCOMBE LIBRARY	167.00
EFT65625	26-09-2018	CHESS ENGINEERING	ANNUAL SERVICE AND SAFETY INSPECTION OF PALFINGER TRUCK MOUNTED CRANE	1418.91
EFT65626	26-09-2018	KOH LIVING	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	2773.64

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT65627	26-09-2018	TENDERLINK.COM	RELEASE OF PUBLIC TENDERS THROUGH THE E-TENDERING PORTAL	385.00
EFT65628	26-09-2018	TENNANT AUSTRALIA PYT LTD	PLANT / VEHICLE PARTS	170.50
EFT65629	26-09-2018	GYMMASTER SOFTWARE - TRESHNA ENTERPRISES LTD	HIGH WYCOMBE STUDIO PACKAGE FOR THE 24/7 GYM MONTHLY CHARGE.	80.00
EFT65630	26-09-2018	BUZZ ENTERPRISES PTY LTD T/A SIFTING SANDS	SUPPLY OF SAND AT AGRAULIA CRT PLAY GROUND, HIGH WYCOMBE	288.75
EFT65631	26-09-2018	C D MATTERS PTY LTD - TOTAL ANTENNA	SUPPLY & DELIVERY OF 3 X CEL-FI GO REPEATER FOR TELSTRA- 4WD EDGE PACK	2659.70
EFT65632	26-09-2018	COMPLETE UNDERGROUND POWER INSTALLATIONS	NARDINE STREET LIGHTS CONVERSIONS - VARIATION RE LIGHT POLES LOT 305	40706.60
EFT65633	26-09-2018	ORACLE CUSTOMER MANAGEMENT SOLUTIONS PTY LTD T/AS ORACLE CMS	ORACLE AFTER HOURS SERVICE - AUGUST 2018	1671.43
EFT65634	26-09-2018	LYCOPODIUM INFRASTRUCTURE PTY LTD	PROGRESS PAYMENT - DETAIL DESIGN & DOCUMENTATION FOR HALE ROAD WIDENING & ENHANCEMENT	20284.55
EFT65635	26-09-2018	FITONIA PTY LTD AS TRUSTEE FOR THE SILVERSPRING TRUST T/A T J DEPIAZZI & SONS	SUPPLY & DELIVERY OF MULCH FOR VARIOUS LOCATIONS	6371.20
EFT65636	26-09-2018	COAST2COAST MOUNTS	FIRE SAFETY SUPPLIES	563.00
EFT65637	26-09-2018	TAPPS CONTRACTING PTY LTD	REMOVAL OF HARDSTANDS FOR STREET TREE PLANTING	2574.00
EFT65638	26-09-2018	BGC BUILDERS SUPPLIES PTY LTD	SUPPLY & DELIVERY OF CONCRETE BAGS	1506.12
EFT65639	26-09-2018	PROTEK 247 BUILDING	SUPPLY MINOR ROOF REPAIR SERVICES AND GUTTER CLEANING AT VARIOUS LOCATIONS	12740.20
EFT65640	26-09-2018	EUROPEAN FOODS WHOLESALERS PTY LTD	SUPPLY OF VEGWARE COFFEE CUPS FOR THE OPERATIONS CENTRE	320.10
EFT65641	26-09-2018	ACTION GLASS & ALUMINIUM	SUPPLY GENERAL GLAZING AT HEADINGLY ROAD HOUSE	451.00
EFT65642	26-09-2018	LIVING TURF	SOIL TESTING AT MAIDA VALE RESERVE	1287.00

Chq/EFT	Date	Name	Description	Amount
EFT65643	26-09-2018	LEADING AIR	SUPPLY AND INSTALL 2 AIR CONDITIONING UNITS TO FORRESTFIELD HALL	7578.39
EFT65644	26-09-2018	EXAMINER NEWSPAPER / THE VAN RONGEN TRUST	ADVERTISING SERVICES	660.00
72317	05-09-2018	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	178.10
72318	05-09-2018	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	830.26
72319	05-09-2018	TELSTRA CORPORATION	TELEPHONE EXPENSES	8977.18
72320	05-09-2018	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	3987.84
72321	05-09-2018	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	249.68
72322	19-09-2018	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	178.10
72323	19-09-2018	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	850.76
72324	19-09-2018	TELSTRA CORPORATION	TELEPHONE EXPENSES	199.25
72325	19-09-2018	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	19651.75
72326	19-09-2018	CASH - ADMIN	PETTY CASH REIMBURSEMENT	931.22
72327	19-09-2018	CITY OF COCKBURN	LONG SERVICE LEAVE CONTRIBUTIONS FOR TRAVIS MOORE	3846.15
72328	19-09-2018	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	189.60
72329	19-09-2018	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	98.31
72330	19-09-2018	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	62.06
72331	19-09-2018	CASH - KPAC	PETTY CASH REIMBURSEMENT	175.23
DD39637.1	04-09-2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	97334.38
DD39637.2	04-09-2018	HUNDAL & ROGERS FUTURE FUND	SUPERANNUATION CONTRIBUTIONS	467.16
DD39637.3	04-09-2018	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	623.83
DD39637.4	04-09-2018	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	424.68
DD39637.5	04-09-2018	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	140.22

Chq/EFT	Date	Name	Description	Amount
DD39637.6	04-09-2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	271.25
DD39637.7	04-09-2018	AMP SUPER	SUPERANNUATION CONTRIBUTIONS	61.75
DD39637.8	04-09-2018	REI SUPER	SUPERANNUATION CONTRIBUTIONS	236.67
DD39637.9	04-09-2018	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	240.77
DD39653.1	04-09-2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	76.42
DD39675.1	04-09-2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	3720.20
DD39726.1	18-09-2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	97447.28
DD39726.2	18-09-2018	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	272.17
DD39726.3	18-09-2018	HUNDAL & ROGERS FUTURE FUND	SUPERANNUATION CONTRIBUTIONS	467.16
DD39726.4	18-09-2018	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	623.83
DD39726.5	18-09-2018	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	465.28
DD39726.6	18-09-2018	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	214.46
DD39726.7	18-09-2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	271.25
DD39726.8	18-09-2018	AMP SUPER	SUPERANNUATION CONTRIBUTIONS	30.88
DD39726.9	18-09-2018	REI SUPER	SUPERANNUATION CONTRIBUTIONS	236.67
DD39637.10	04-09-2018	THE TRUSTEE FOR DK ALWAYS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	505.52
DD39637.11	04-09-2018	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	222.74
DD39637.12	04-09-2018	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	950.65
DD39637.13	04-09-2018	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	236.08
DD39637.14	04-09-2018	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	229.34
DD39637.15	04-09-2018	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	254.67

Chq/EFT	Date	Name	Description	Amount
DD39637.16	04-09-2018	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	141.75
DD39637.17	04-09-2018	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1598.80
DD39637.18	04-09-2018	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	692.86
DD39637.19	04-09-2018	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	538.60
DD39637.20	04-09-2018	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	4491.23
DD39637.21	04-09-2018	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	1080.14
DD39637.22	04-09-2018	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	529.08
DD39637.23	04-09-2018	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	272.17
DD39726.10	18-09-2018	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	240.77
DD39726.11	18-09-2018	THE TRUSTEE FOR DK ALWAYS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	505.52
DD39726.12	18-09-2018	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	950.65
DD39726.13	18-09-2018	UNISUPER	SUPERANNUATION CONTRIBUTIONS	59.64
DD39726.14	18-09-2018	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	221.26
DD39726.15	18-09-2018	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	235.57
DD39726.16	18-09-2018	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	230.60
DD39726.17	18-09-2018	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	258.15
DD39726.18	18-09-2018	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	169.54
DD39726.19	18-09-2018	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1667.52
DD39726.20	18-09-2018	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	764.94
DD39726.21	18-09-2018	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	598.06
DD39726.22	18-09-2018	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	4938.71
DD39726.23	18-09-2018	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	1292.60
DD39726.24	18-09-2018	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	435.93
DD39726.25	18-09-2018	THE ROBERT ETIENNE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	330.27
				6644740.33



Chq/EFT	Date	Name	Description	Amount
<u>City of Kalamunda Payroll</u>				
F809056341776	04-09-18	CITY OF KALAMUNDA PAYROLL	VARIOUS AWARDS TO 4 September 2018.	617,431.59
F809197061186	18-09-18	CITY OF KALAMUNDA PAYROLL	VARIOUS AWARDS TO 18 September 2018.	591,594.72
				<b>1,209,026.31</b>

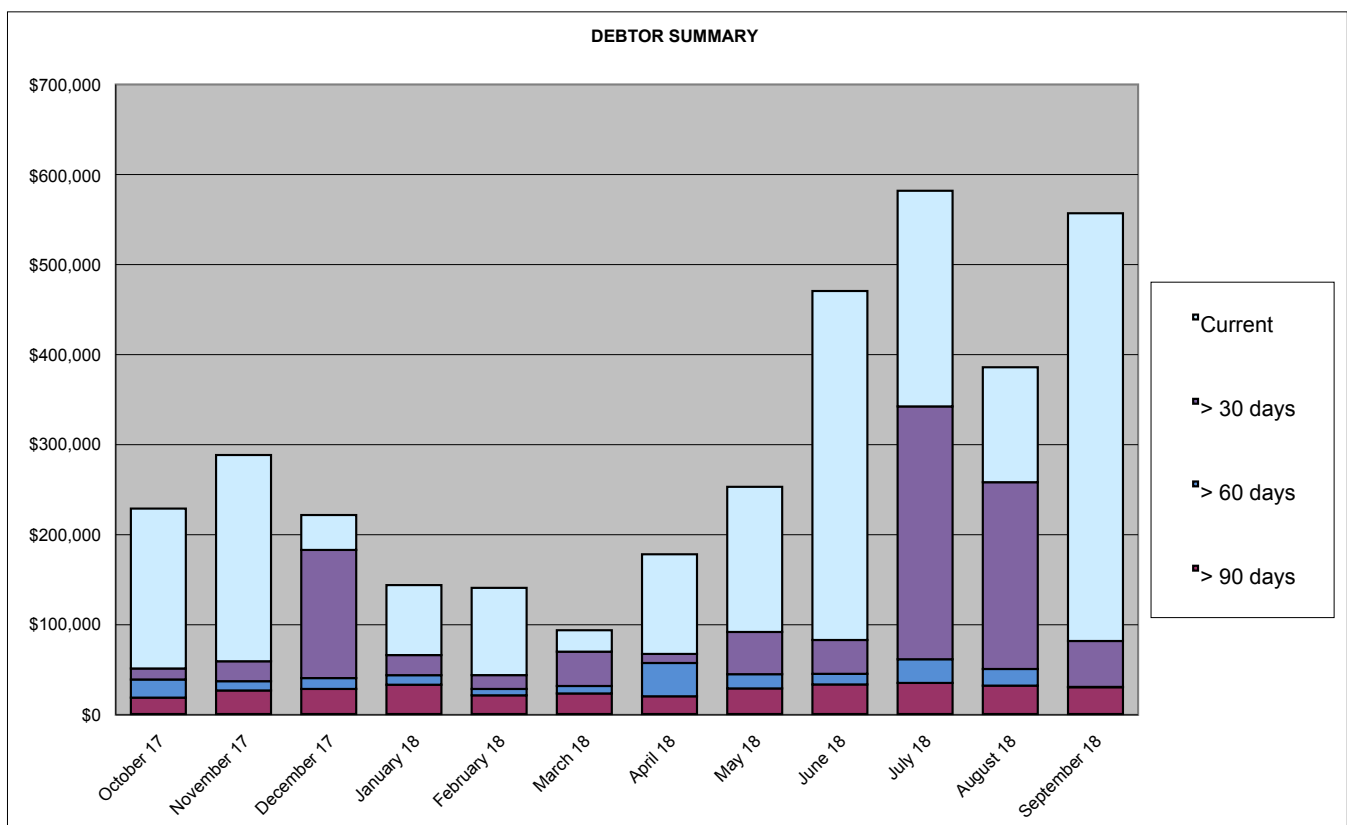
# CITY OF KALAMUNDA

## SUMMARY OF DEBTORS

FOR THE PERIOD ENDED 30th September 2018

### Sundry Debtors Trial Balance - Summary Aged Listing

	> 90 days	> 60 days	> 30 days	Current	Total
October 17	\$18,194	\$20,151	\$12,226	\$177,561	\$228,132
November 17	\$26,143	\$10,309	\$22,124	\$229,043	\$287,618
December 17	\$27,840	\$12,063	\$142,304	\$38,766	\$220,973
January 18	\$32,525	\$10,603	\$22,322	\$77,713	\$143,163
February 18	\$20,762	\$7,064	\$15,369	\$96,892	\$140,087
March 18	\$22,834	\$8,284	\$38,129	\$23,773	\$93,020
April 18	\$19,674	\$36,986	\$10,065	\$110,649	\$177,374
May 18	\$28,412	\$15,815	\$46,892	\$161,174	\$252,292
June 18	\$32,833	\$11,788	\$37,582	\$387,557	\$469,760
July 18	\$34,520	\$26,301	\$280,772	\$239,486	\$581,079
August 18	\$31,533	\$18,465	\$207,431	\$127,642	\$385,071
September 18	\$29,734	\$374	\$50,973	\$475,018	\$556,100



CITY OF KALAMUNDA SUMMARY OF DEBTORS FOR THE PERIOD ENDED 30th September 2018			
AMOUNT	DEBTOR	DETAILS	STATUS
<b>&gt;90 days</b>			
\$11,262.85	Kalamunda Club	Loan Instalment	Club seeking deferment - currently holding discussions with Finance
\$7,608.73	Zig Zag Gymnastics^	Lease	Cash Flow issues - Discussions held with Owner - self managed instalments
\$4,142.75	Evolution Cheer & Dance^	Hall Hire	Cash Flow issues - self managed instalments
\$2,570.00	Kalamunda Chamber of Commerce	Membership Fees / Utility Expenses	Advised payment pending
\$4,150.12	90+ Days Debts consisting of amounts under \$1,000.00.	13 Debtors - average debt \$319.25	Debtors to be contacted to advise debt recovery action pending / final notices issued / debt with D&B or possible write-off of debt pending
<b>\$29,734.45</b>	<b>Total Debts 90+ Days</b>		
<b>&gt;60 days</b>			
\$374.19	60+ Days Debts consisting of amounts under \$1,000.00.	4 Debtors - average debt \$93.55	All debtors contacted by telephone / email / copy invoices mailed.
<b>\$374.19</b>	<b>Total Debts 60+ Days</b>		
<b>&gt;30 days</b>			
\$17,219.79	Kalamunda Club	Loan Instalment	As above
\$2,923.14	Zig Zag Gymnastics^	Lease	As above
\$1,480.00	City of Cockburn	Reimbursement - GAPP - Hartfield	Paid 01/10
\$1,124.00	Drom's Delight	Health Service Fee	Statement issued
\$33,753.19	30+ Days Debts consisting of amounts under \$1,000.00.	119 Debtors - average debt \$283.64	Statements issued - predominately Health Service Fees - invoices issued 28/08/18
<b>\$50,972.98</b>	<b>Total Debts 30+ Days</b>		
<b>&lt; 30 days</b>			
<b>\$484,904.00</b>	<b>Total of Current Debts</b>		
<b>\$9,885.84</b>	<b>Total of Accounts in Credit</b>		
<b>\$556,099.78</b>	<b>Total - Debtors Trial Balance</b>		
<b>FOOTNOTES</b>			
* Denotes currently in negotiation of invoice amount and / or details			
^ Denotes payment arrangement in place			

## CITY OF KALAMUNDA

### SUMMARY OF CREDITORS

FOR THE PERIOD ENDED 30 SEPTEMBER 2018

#### Sundry Creditors Trial Balance - Summary Aged Listing

Month End	> 90 days	> 60 days	> 30 days	Current	Total
7/31/2017	\$7,214	-\$85	\$2,330	\$928,027	\$937,483
8/31/2017	\$11,870	\$24,652	\$232,335	\$1,318,300	\$1,587,157
9/30/2017	\$3,924	\$48,721	\$21,845	\$613,992	\$688,482
10/31/2017	\$9,241	\$3,450	\$25,817	\$1,182,360	\$1,220,868
11/30/2017	-\$806	\$28,733	\$12,953	\$637,757	\$678,637
12/31/2017	-\$56,248	\$112,765	\$45,257	\$796,722	\$898,496
1/31/2018	\$6,710	\$5,258	\$122,852	\$867,737	\$1,002,558
2/28/2018	\$1,890	\$40,937	\$29,239	\$2,798,433	\$2,870,498
3/31/2018	\$38,065	\$24,067	\$75,776	\$1,590,758	\$1,728,666
4/30/2018	\$39,403	\$23,826	\$306,301	\$1,121,313	\$1,490,842
5/31/2018	\$39,334	\$35	\$38,880	\$1,384,603	\$1,462,852
6/30/2018	\$61,398	\$78,812	\$176,898	\$2,688,142	\$3,005,250
7/31/2018	\$39,807	\$239	\$17,773	\$1,044,603	\$1,102,423
8/31/2018	\$40,230	\$48,103	\$103,073	\$3,025,026	\$3,186,732
9/30/2018	\$41,418	\$0	\$261,665	\$733,054	\$1,036,137

#### Comment

> 90 days      Original invoices for YMCA of Perth, McKay Earthmoving Pty Ltd & Cat Welfare Society not received in Accounts to process

> 60 days      -

> 30 days      These invoices are paid on the third fortnightly payment run.

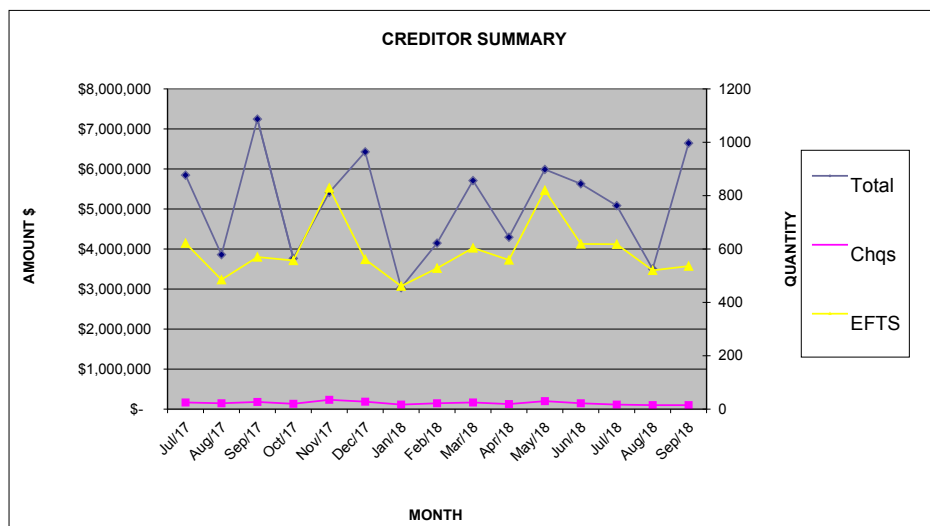
#### Creditor Payments made

Month	Amount \$	Quantity		
		Cheques	EFTs	Total
Jul-17	\$ 5,846,091	25	622	647
Aug-17	\$ 3,859,524	22	485	507
Sep-17	\$ 7,246,066	27	570	597
Oct-17	\$ 3,766,484	20	557	577
Nov-17	\$ 5,412,342	35	829	864
Dec-17	\$ 6,427,319	28	561	589
Jan-18	\$ 3,034,896	17	461	478
Feb-18	\$ 4,148,129	22	528	550
Mar-18	\$ 5,709,513	25	604	629
Apr-18	\$ 4,294,934	19	559	578
May-18	\$ 5,988,484	30	820	850
Jun-18	\$ 5,628,881	22	619	641
Jul-18	\$ 5,084,485	17	618	635
Aug-18	\$ 3,502,919	15	520	535
Sep-18	\$ 6,644,740	15	536	551

\*Excludes net staff payroll

\*Creditors on 30 day terms are paid on the 28th of the month following.

\*Local suppliers are paid on 14 day terms.



**CITY OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**BY NATURE AND TYPE**  
**FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2018**

	30/09/2018 YTD Actual (b) \$	30/09/2018 YTD Budget (a) \$	Annual Budget \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(b) %
<b>Net current assets at start of financial year - surplus/(deficit)</b>	4,090,357	3,581,226	3,581,226	509,131	12%
	4,090,357	3,581,226	3,581,226	509,131	12%
<b>Revenue from operating activities (excluding rates)</b>					
Operating Grants and Subsidies	374,783	402,922	1,451,728	(28,139)	(7.5%)
Contributions, Reimbursements and Donations	665,546	227,373	2,579,972	438,173	65.8%
Profit on Asset Disposal	118,087	0	0	118,087	100.0%
Fees and Charges	13,176,068	13,128,582	15,759,810	47,486	0.4%
Interest Earnings	274,250	325,416	1,301,727	(51,166)	(18.7%)
Other Revenue	7,742	19,860	79,473	(12,118)	(156.5%)
Ex Gratia Rates Revenue	123,749	123,749	193,331	0	0.0%
<b>Total (Excluding Rates)</b>	<b>14,740,225</b>	<b>14,227,902</b>	<b>21,366,041</b>	<b>512,323</b>	
<b>Expenditure from operating activities</b>					
Employee Costs	(5,630,946)	(5,653,961)	(24,447,883)	23,015	0.4%
Materials and Contracts	(4,871,048)	(5,223,046)	(21,933,028)	351,998	7.2%
Utilities Charges	(431,182)	(462,507)	(1,850,990)	31,325	7.3%
Depreciation (Non-Current Assets)	(2,559,326)	(2,708,904)	(10,835,774)	149,578	5.8%
Interest Expenses	(78,276)	(79,173)	(316,697)	897	1.1%
Insurance Expenses	(590,886)	(570,800)	(570,800)	(20,086)	(3.4%)
Other Expenditure	(38,863)	(155,180)	(1,698,699)	116,317	299.3%
<b>Total</b>	<b>(14,235,448)</b>	<b>(14,853,571)</b>	<b>(61,653,871)</b>	<b>618,123</b>	
<b>Operating activities excluded</b>					
Depreciation (Non-Current Assets)	2,559,326	2,708,904	10,835,774	(149,578)	(5.8%)
(Profit)/Loss on Asset Disposal	(83,166)	0	0	(83,166)	100.0%
EMRC Contribution (Non-cash)	0	0	(1,630,348)	0	
Deferred Loan (non-current) FUSC	0	(329)	(337)	329	(100.0%)
Movement in Provisions	(14,848)	35,000	773,634	(49,848)	335.7%
Pensioners Deferred Rates Movement	0	0	(33,000)	0	
<b>Total</b>	<b>2,461,312</b>	<b>2,743,575</b>	<b>9,945,723</b>	<b>(282,263)</b>	
<b>Amount attributable to operating activities</b>	<b>7,056,446</b>	<b>5,699,132</b>	<b>(26,760,881)</b>	<b>1,357,314</b>	
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	83,166	0	0	83,166	100.0%
Non-Operating Grants, Subsidies and Contributions	379,680	80,409	5,571,227	299,271	78.8%
Land and Buildings New	(265,657)	(180,000)	(2,839,154)	(85,657)	32.2%
Land and Buildings Replacement	(39,518)	(5,930)	(2,118,703)	(33,588)	85.0%
Plant and Equipment New	(148,924)	(71,871)	(287,500)	(77,053)	51.7%
Plant and Equipment Replacement	0	(12,498)	(1,203,500)	12,498	(100.0%)
Furniture and Equipment	(102,738)	(44,749)	(838,300)	(57,989)	56.4%
Infrastructure Assets - Roads New	(19,726)	0	(3,361,282)	(19,726)	100.0%
Infrastructure Assets - Roads Renewal	(46,058)	0	(6,323,072)	(46,058)	100.0%
Infrastructure Assets - Drainage New	(33,142)	0	(254,043)	(33,142)	100.0%
Infrastructure Assets - Drainage Renewal	(214,237)	(556,809)	(1,450,070)	342,572	(159.9%)
Infrastructure Assets - Footpaths New	(99,673)	0	(830,699)	(99,673)	100.0%
Infrastructure Assets - Footpaths Renewal	(173,016)	0	(435,021)	(173,016)	100.0%
Infrastructure Assets - Car Parks New	(1,032)	0	(302,895)	(1,032)	100.0%
Infrastructure Assets - Car Parks Renewal	(17,063)	0	(1,329,680)	(17,063)	100.0%
Infrastructure Assets - Parks and Ovals New	(43,670)	0	(896,458)	(43,670)	100.0%
Infrastructure Assets - Parks and Ovals Renewal	(64,942)	(700,000)	(1,252,149)	635,058	(977.9%)
Infrastructure Assets - Capital Work-in progress	(807,585)	0	(6,257,671)	(807,585)	100.0%
<b>Amounts attributable to investing activities</b>	<b>(1,614,135)</b>	<b>(1,491,448)</b>	<b>(24,408,970)</b>	<b>(122,687)</b>	
<b>Financing Activities</b>					
Repayment of borrowings	(235,828)	(208,133)	(657,818)	(27,695)	(11.7%)
Self-Supporting Loan Principal	16,665	11,999	34,492	4,666	28.0%
Proceeds from new borrowings	0	0	2,520,000	0	
Capital (Developer) - Contributions	0	0	4,759,393	0	
Transfers from cash backed reserves (restricted assets)	282,441	98,001	12,514,813	184,440	65.3%
Transfers to cash backed reserves (restricted assets)	(21,882)	0	(1,693,069)	(21,882)	(100.0%)
<b>Amounts attributable to financing activities</b>	<b>41,396</b>	<b>(98,133)</b>	<b>17,477,811</b>	<b>139,529</b>	
<b>Surplus / (deficiency) before general rates</b>	<b>5,483,709</b>	<b>4,109,551</b>	<b>(33,692,040)</b>	<b>1,374,157</b>	
Rate Revenue	35,247,610	35,844,801	36,556,916	(597,191)	(1.7%)
<b>Net current assets at end of the period - surplus/(deficit)</b>	<b>40,731,319</b>	<b>39,954,352</b>	<b>2,864,875</b>	<b>776,966</b>	1.9%



**CITY OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(STATUTORY REPORTING PROGRAM)**  
**FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2018**

	30/09/2018 YTD Actual (b) \$	30/09/2018 YTD Budget (a) \$	Annual Budget \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(b) %
<b>Net current assets at start of financial year</b>					
<b>- surplus/(deficit)</b>	<u>4,090,357</u>	<u>3,581,226</u>	<u>3,581,226</u>	<u>509,131</u>	12.4%
	<b>4,090,357</b>	<b>3,581,226</b>	<b>3,581,226</b>	<b>509,131</b>	
<b>Revenue from operating activities</b>					
<b>(excluding rates)</b>					
Governance	1,490	28,860	115,453	(27,370)	(1836.9%)
General Purpose Funding	892,434	859,837	4,483,863	32,597	3.7%
Law, Order and Public Safety	73,903	106,830	572,399	(32,927)	(44.6%)
Health	847,956	786,451	885,584	61,505	7.3%
Education and Welfare	12,296	17,373	69,517	(5,077)	(41.3%)
Community Amenities	11,745,645	11,690,043	12,444,246	55,602	0.5%
Recreation and Culture	320,828	503,224	1,853,668	(182,396)	(56.9%)
Transport	670	7,500	30,000	(6,830)	(1019.4%)
Economic Services	57,919	91,455	365,887	(33,536)	(57.9%)
Other Property and Services	787,084	136,329	545,423	650,755	82.7%
<b>Total (Excluding Rates)</b>	<b>14,740,225</b>	<b>14,227,902</b>	<b>21,366,040</b>	<b>512,323</b>	
<b>Expenditure from operating activities</b>					
Governance	(980,008)	(869,761)	(3,594,931)	(110,247)	(11.2%)
General Purpose Funding	(243,145)	(304,146)	(661,650)	61,001	25.1%
Law, Order and Public Safety	(471,838)	(485,986)	(2,107,835)	14,148	3.0%
Health	(353,909)	(455,129)	(1,888,329)	101,220	28.6%
Education and Welfare	(111,352)	(143,553)	(493,503)	32,201	28.9%
Community Amenities	(3,658,667)	(3,790,493)	(16,024,638)	131,826	3.6%
Recreation and Culture	(3,511,370)	(5,120,716)	(20,753,961)	1,609,346	45.8%
Transport	(4,030,517)	(3,089,463)	(12,417,844)	(941,054)	(23.3%)
Economic Services	(237,451)	(281,620)	(1,222,528)	44,169	18.6%
Other Property and Services	(637,189)	(312,704)	(2,488,653)	(324,485)	(50.9%)
<b>Total</b>	<b>(14,235,446)</b>	<b>(14,853,571)</b>	<b>(61,653,872)</b>	<b>618,125</b>	
<b>Operating activities excluded</b>					
Depreciation (Non-Current Assets)	2,559,326	2,708,904	10,835,774	(149,578)	(5.8%)
(Profit)/Loss on Asset Disposal	(83,166)	0	0	(83,166)	100.0%
EMRC Contribution (Non-cash)	0	0	(1,630,348)	0	
Deferred Loan (non-current) FUSC	0	(329)	(337)	329	(100.0%)
Movement in Provisions	(14,848)	35,000	773,634	(49,848)	335.7%
Pensioners Deferred Rates Movement	0	0	(33,000)	0	
<b>Total</b>	<b>2,461,312</b>	<b>2,743,575</b>	<b>9,945,723</b>	<b>(282,263)</b>	
<b>Amount attributable to operating activities</b>	<b>7,056,448</b>	<b>5,699,132</b>	<b>(26,760,883)</b>	<b>1,357,316</b>	
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	83,166	0	0	83,166	100.0%
Non-operating grants, subsidies and contributions	379,680	80,409	5,571,227	299,271	78.8%
Land and Buildings New	(265,657)	(180,000)	(2,839,154)	(85,657)	32.2%
Land and Buildings Replacement	(39,518)	(5,930)	(2,118,703)	(33,588)	85.0%
Plant and Equipment New	(148,924)	(71,871)	(287,500)	(77,053)	51.7%
Plant and Equipment Replacement	0	(12,498)	(1,203,500)	12,498	(100.0%)
Furniture and Equipment	(102,738)	(44,749)	(838,300)	(57,989)	56.4%
Infrastructure Assets - Roads New	(19,726)	0	(3,361,282)	(19,726)	100.0%
Infrastructure Assets - Roads Renewal	(46,058)	0	(6,323,072)	(46,058)	100.0%
Infrastructure Assets - Drainage New	(33,142)	0	(254,043)	(33,142)	100.0%
Infrastructure Assets - Drainage Renewal	(214,237)	(556,809)	(1,450,070)	342,572	(159.9%)
Infrastructure Assets - Footpaths New	(99,673)	0	(830,699)	(99,673)	100.0%
Infrastructure Assets - Footpaths Renewal	(173,016)	0	(435,021)	(173,016)	100.0%
Infrastructure Assets - Car Parks New	(1,032)	0	(302,895)	(1,032)	100.0%
Infrastructure Assets - Car Parks Renewal	(17,063)	0	(1,329,680)	(17,063)	100.0%
Infrastructure Assets - Parks and Ovals New	(43,670)	0	(896,458)	(43,670)	100.0%
Infrastructure Assets - Parks and Ovals Renewal	(64,942)	(700,000)	(1,252,149)	635,058	(977.9%)
Infrastructure Assets - Capital Work-in progress	(807,585)	0	(6,257,671)	(807,585)	100.0%
<b>Amounts attributable to investing activities</b>	<b>(1,614,135)</b>	<b>(1,491,448)</b>	<b>(24,408,970)</b>	<b>(122,687)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal Income	16,665	11,999	34,492	4,666	28.0%
Proceeds from new borrowings	0	0	2,520,000	0	
Capital (Developer) - Contributions	0	0	4,759,393	0	
Transfers from cash backed reserves (restricted assets)	282,441	98,001	12,514,813	184,440	65.3%
Capital Contributions and Grants Owing	0	0	0	0	
Repayment of borrowings	(235,828)	(208,133)	(657,818)	(27,695)	(11.7%)
Transfers to cash backed reserves (restricted assets)	(21,882)	0	(1,693,069)	(21,882)	(100.0%)
<b>Amounts attributable to financing activities</b>	<b>41,396</b>	<b>(98,133)</b>	<b>17,477,811</b>	<b>139,529</b>	
<b>Surplus / (deficiency) before general rates</b>	<b>5,483,709</b>	<b>4,109,551</b>	<b>(33,692,041)</b>	<b>1,374,157</b>	
Rate Revenue	35,247,610	35,844,801	36,556,916	(597,191)	(1.7%)
<b>Net current assets at end of the period - surplus/(deficit)</b>	<b>40,731,319</b>	<b>39,954,352</b>	<b>2,864,875</b>	<b>776,966</b>	1.9%

**CITY OF KALAMUNDA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2018**

**NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)

	30/09/2018	30/09/2017
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents (Unrestricted)	25,481,594	30,372,539
Cash and Cash Equivalents - Reserves (Restricted)	17,960,611	13,543,879
Receivables - Rates	18,136,417	17,232,409
Receivables - Sundry	556,100	124,143
Receivables -Other	5,909,308	5,621,420
Inventories	117,919	128,658
(* exclude loan receivable)	<u>68,161,949</u>	<u>67,023,049</u>
<b>Less: Current Liabilities</b>		
Payables	(9,470,019)	(8,470,896)
Provisions	(3,167,349)	(3,247,621)
(* exclude loan payable)	<u>(12,637,368)</u>	<u>(11,718,517)</u>
<b>Net Current Asset Position</b>	<u><b>55,524,581</b></u>	<u><b>55,304,532</b></u>
<b>Add:</b>		
Provision for Long Service Leave	1,620,766	1,537,018
Provision for Annual Leave	1,546,583	1,710,603
<b>Less:</b>		
Cash and Cash Equivalents - Reserves (Restricted)	<u><b>(17,960,611)</b></u>	<u><b>(13,543,879)</b></u>
<b>Net Current Funding Position</b>	<u><b>40,731,319</b></u>	<u><b>45,008,274</b></u>

**CITY OF KALAMUNDA****SUMMARY OF OUTSTANDING RATES****FOR THE PERIOD ENDED 30 SEPTEMBER 2018****Rates Outstanding Debtors**

		3rd Previous Year + Outstanding	2nd Previous Year Outstanding	Previous Year Outstanding	Current Outstanding	<b>Total Outstanding</b>	Previous Year Total Outstanding
30-Jun-18		Balance Forward				<b>\$2,048,010</b>	\$1,413,452
31-Jul-18		\$533,913.35	\$251,718.55	\$1,086,267.97	\$31,926,450.22	<b>\$33,798,350.09</b>	\$32,382,830.26
31-Aug-18		\$530,731.22	\$238,860.53	\$753,974.94	\$18,030,233.51	<b>\$19,553,800.20</b>	\$19,230,682.84
30-Sep-18		\$527,248.36	\$232,952.41	\$662,625.00	\$17,042,123.41	<b>\$18,464,949.18</b>	\$17,603,166.06
31-Oct-18						<b>\$0.00</b>	\$14,914,997.96
30-Nov-18						<b>\$0.00</b>	\$13,353,964.59
31-Dec-18						<b>\$0.00</b>	\$8,226,887.75
31-Jan-19						<b>\$0.00</b>	\$6,964,609.49
28-Feb-19						<b>\$0.00</b>	\$3,468,662.49
31-Mar-19						<b>\$0.00</b>	\$2,889,268.43
30-Apr-19						<b>\$0.00</b>	\$2,626,795.46
31-May-19						<b>\$0.00</b>	\$2,531,157.96
30-Jun-19						<b>\$0.00</b>	\$2,048,009.53

**Rates Outstanding as at 30/06/2018****\$2,048,010****Rate Levied 2018/19**

\$36,333,316

Interim 2018/19

\$287,219

Back Rates

\$132,712

**Total Levies To Date for 2018/19****\$36,753,246**

Total Collectable

**\$38,801,256**

Total Collected to date

**\$20,336,307**

Total Rates Outstanding

**\$18,464,949**

Current Deferred Rates Amt (from Rate Reports)

**\$ 584,269****Total Rates amount to be collected not including deferred****\$17,880,680**

% of Rates Outstanding :

**46.79%**

% of Rates Collected :

**53.21%**

**Department of Planning,  
Lands and Heritage**

Our ref: PLH2018P0335  
Enquiries: Mr Chris Bebich

Ms Rhonda Hardy  
Chief Executive Officer  
City of Kalamunda  
PO Box 42  
KALAMUNDA WA 6926

*Rhonda*  
Dear Ms Hardy

**PICKERING BROOK AND SURROUNDS SUSTAINABILITY AND TOURISM STRATEGY**

The Government has recently announced the establishment of a Taskforce to develop a sustainability and tourism strategy for Pickering Brook and surrounding area.

To support the Taskforce, I am seeking your nomination of one senior technical officer and one elected representative for a Working Group which will be responsible for planning investigations and the development of strategic recommendations in line with the Taskforce and Working Group Terms of Reference. The Working Group will provide important input into the preparation of the strategy and related report, which will be presented, through the Western Australian Planning Commission, to the Taskforce chaired by the Minister for Planning.

I have attached a Terms of Reference for the Taskforce and Working Group for your information.

Your local Government's involvement will be an important contribution for this whole-of-Government approach to comprehensively investigate tourism opportunities for the project study area and issues associated with the potential expansion of the Pickering Brook townsite. The investigations will include consideration of the matters identified in the Terms of Reference.

Please email Chris Bebich at [Chris.Bebich@dplh.wa.gov.au](mailto:Chris.Bebich@dplh.wa.gov.au) with the contact details of your agency's representative by Wednesday 17 October 2018.

Yours sincerely

*Gail McGowan*  
Gail McGowan  
Director General

October 2018

*Enc. Terms of Reference*



## Department of Planning, Lands and Heritage

# Pickering Brook and Surrounds Sustainability and Tourism Strategy

## Terms of Reference

The terms of reference for the Minister's Taskforce and Working Group of the Department of Planning, Lands and Heritage.



# Pickering Brook and Surrounds Sustainability and Tourism Strategy Taskforce and Working Group

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## 1. Purpose

The State Government has announced that a Taskforce is to be established to create a new planning and tourism strategy for the Perth Hills. A Working Group will be established to support and report to the Taskforce.

The Department of Planning, Lands and Heritage (DPLH), in conjunction with relevant State and local Government representatives, will undertake the development of a sustainability and tourism strategy for Pickering Brook and surrounds (the strategy).

The purpose of the strategy project is to investigate planning and tourism related opportunities and constraints, including the possible growth of the Pickering Brook townsite, and utilise the findings to make related recommendations for consideration by Government.

The attached plan identifies an indicative study area however, areas outside of these boundaries may also be included where it is considered to have an impact on the study.

## 2. Role

The Project Working Group (the working group) will provide a forum for discussion between, and input from, key Government stakeholders to inform the development of a strategy to address possible expansion of the Pickering Brook townsite and growth of tourism activities in the surrounding rural area. The working group will:

- Include two streams of work, these being:
  - i. investigate the possible expansion of the Pickering Brook townsite.
  - ii. develop a strategy for economic development initiatives including growth of tourism activities in the hills rural areas.
- Address the following key considerations:
  - Townsite Sustainability / Community Services
  - 'Perth Hills' Based Tourism / Economic Diversity
  - Priority Agricultural Land
  - Bushfire Risk/Management
  - Drinking Water Catchments
  - Water and Wastewater Service Infrastructure
- Ensure that project investigations include a review of all relevant previous work undertaken for Pickering Brook and surrounds.
- Provide technical expertise to inform the development of the strategy.
- Identify and discuss matters relevant to the development of the strategy including consideration of all relevant issues, opportunities and constraints.
- Ensure the development of the strategy has due regard to landowner and community views and expectations through appropriate consultation.
- Make strategic recommendations for consideration by the Government.

### 3. Membership

#### *Taskforce*

Membership of the Taskforce shall comprise of the following:

- Minister for Planning (Taskforce Chair)
- Minister for Agriculture
- Minister for Tourism
- WAPC Chair

#### *Working Group*

Membership of the Working Group is comprised of the major stakeholders that drive the project. The membership of the working group shall comprise of the following:

- Member for Kalamunda (Working Group Chair).
- One elected representative from the City of Kalamunda.
- One elected representative from the City of Armadale.
- At least one senior officer representative from the Department of Planning, Lands and Heritage.
- One senior officer representative from the Department of Jobs, Tourism, Science and Innovation.
- One senior officer representative from the Department of Primary Industries and Regional Development.
- One senior officer representative from the Department of Water and Environmental Regulation.
- One senior officer representative from the Department of Fire and Emergency Services.
- One senior technical officer representative from the City of Kalamunda.
- One senior technical officer representative from the City of Armadale.

Alternate representatives for the Working Group may be nominated from time to time. An alternate representative may substitute for a member of the group when the member is unavailable to attend a meeting.

### 4. Duration

The Taskforce and Working Group have been established for the duration of the project which is expected to be a period of approximately 12-18 months.

### 5. Meetings

#### *Taskforce*

The Taskforce will meet on an as-required basis.

#### *Working Group*

The Working Group will meet on a regular basis, approximately bi-monthly or as required, to provide appropriate input and direction to the project.

It is envisaged that approximately 6 – 10 meetings of the working group will be required over the course of the project. However, subsequent or additional meetings can be scheduled as required.

Meetings will be no longer than 2 months apart.

Meetings will be an approximate duration of 1.5 hours.

Meetings will be held either at the Head Office of the Department of Planning, Lands and Heritage, Gordon Stephenson House, 140 William Street, Perth or City of Kalamunda Offices, 2 Railway Rd, Kalamunda.

#### **6. Meeting code of conduct**

The Working Group meetings are intended to be constructive forums for open, two-way communication between working group members.

Any confidential information or discussions at the meetings must remain information privy only to working group members.

#### **7. Meeting Agenda**

Meeting agenda and papers will be circulated at least one week prior to meetings.

#### **8. Media Communications**

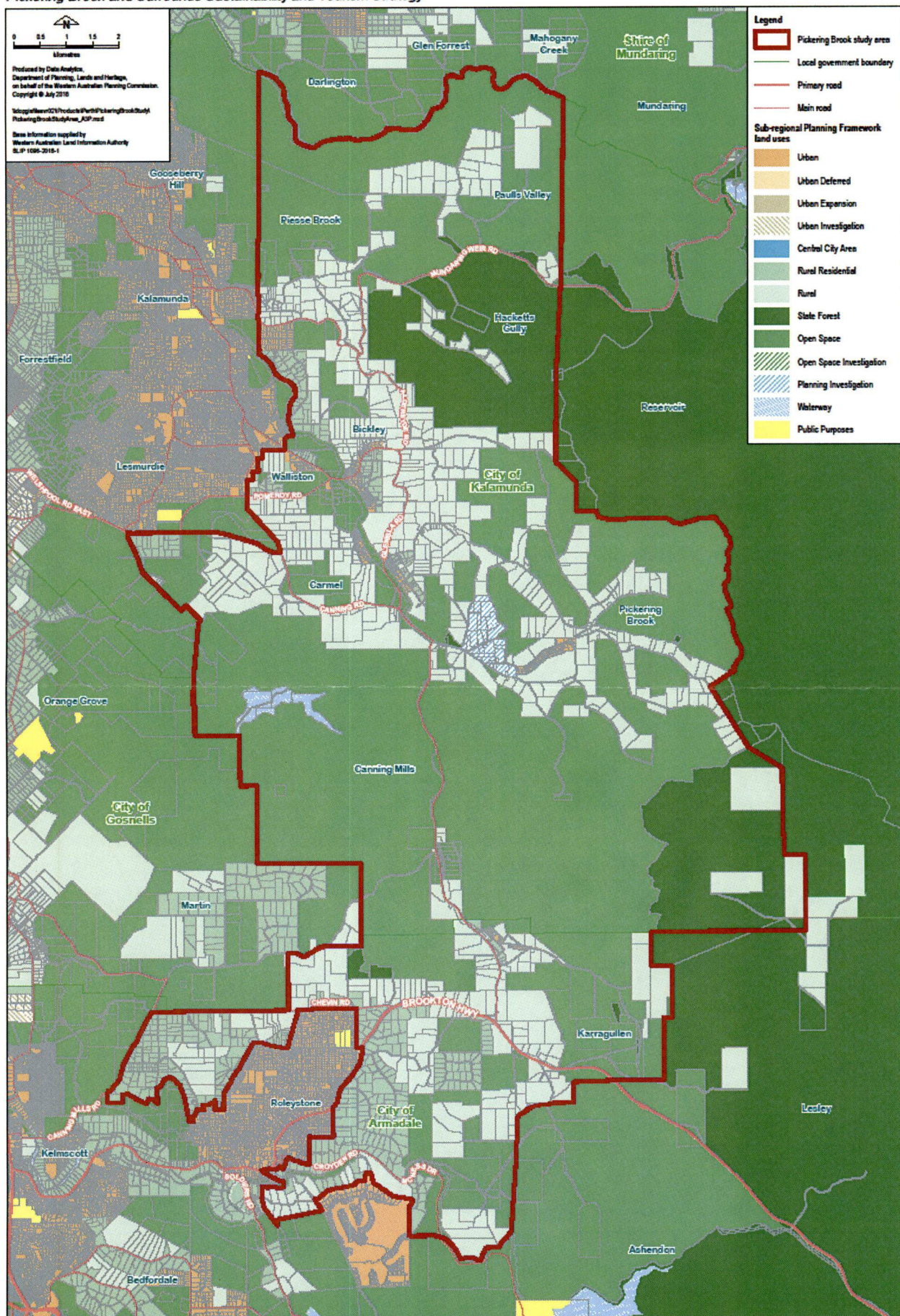
All proactive media and responses to media queries and requests to working group members should be directed through DPLH Communications for review and approval prior to release.

#### **9. Confidentiality**

Taskforce and Working Group members will be privy to information that is in preliminary or draft form and is not yet approved for public release. Therefore, members are to keep such information confidential at all times.



Pickering Brook and Surrounds Sustainability and Tourism Strategy



Pickering Brook and Surrounds Sustainability and Tourism Strategy - Study area





<b>1.0</b>	<b>OPENING OF MEETING – Deputy Chairperson</b>  The Deputy Chairperson opened the meeting at 6:12pm
<b>2.0</b>	<b>ATTENDANCE AND APOLOGIES – Deputy Chairperson</b>  <b>Attendance</b> <u>Committee Members</u> Mark Schilling                      Community Representative and Deputy Chairperson Councillor Sara Lohmeyer        Councillor Delegate Peter Forrest                        Community Representative Rupert Duckworth                  Community Representative Alison McGilvray                   Community Representative  <b>Staff</b> Joanne Smith                         Manager Parks & Environmental Services Dallas Lynch                         Coordinator Natural Areas  <b>Apologies</b> Kevin Goss                            Presiding Member Councillor Brooke O'Donnell    Councillor Delegate Councillor Cameron Blair        Councillor Delegate
<b>4.0</b>	<b>DISCLOSURE OF INTERESTS</b>
4.1	<b>Disclosure of Financial and Proximity Interests:</b>  a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the <i>Local Government Act 1995</i> )  b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the <i>Local Government Act 1995</i> )  Mark Schilling declared a Proximity Interest for Item 6.1 as he is an Employee of Perth Airport.



	Mark Schilling declared a Proximity Interest for Item 6.1 as he is an Employee of Perth Airport, and their land adjoins the boundary to 584 Kalamunda Road.
4.2	<p><b>Disclosure of Interest Affecting Impartiality</b></p> <p>a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.</p> <p>Nil</p>
5.0	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>Clarification was sought regarding correspondence between committee members as not required to be reported under the Committee agenda item for correspondence.</li> </ul> <p>Nil</p>
6.0	<p><b>ITEMS FOR COMMITTEE CONSIDERATION – Deputy Chairperson</b></p> <p>Minutes of the previous meeting of 6<sup>th</sup> September to be considered at next meeting of 8 November</p>
6.1	<p><b>City of Kalamunda Environmental and Land Use Planning Strategy</b></p> <p><u>Background</u></p> <p>This strategy will be an informing document to the City's Local Planning Strategy. The draft document was considered by Council at the 25 September 2018 OCM and released for public comment for a period not less than 28 days.</p> <p><u>Details</u></p> <p>The City's Strategic Planning Officer presented an overview of the strategy to members (Attachment 1) before retiring for the evening. Members expressed their concern for the minimum public comment period and requested the City to consider the maximum 90-day period. This will allow community time to consider this significant document and provide useful feedback.</p> <p>Members discussed the goals and objectives of the:</p> <ul style="list-style-type: none"> <li>Local Environmental Strategy (LES),</li> <li>Environmental Land Use Planning Strategy (ELUPS) and</li> <li>Local Biodiversity Strategy (LBS),</li> </ul> <p>and the need for KEAC to provide advice to Council regarding the implications of the ELUPS to the LES and LBS and to clarify their intended purposes and audiences.</p> <p><u>Resolution</u></p> <p>KEAC nominate members for a working group, with the support of a Planning Officer, to prepare a draft submission for the draft ELUPS, for consideration at the following KEAC meeting of 8 November:</p> <p>Mark Schilling Kevin Goss Cr Lohmeyer</p>

	Members were requested to provide their comments regarding the draft ELUPS, to the working group members within the following week.
<b>6.2</b>	<p><b>Local Environment Strategy – draft document</b></p> <p><u>Background</u></p> <p>The goal of the City’s first Local Environment Strategy (LES) is to capture community aspirations, values and priorities for the local environment.</p> <p>Members considered the KEAC working group reviewed draft LES at the meeting of the 6<sup>th</sup> September 2018, officers provided a presentation of the draft Local Environment Strategy, KEAC endorsed the LES in principle to be submitted to the October Council meeting, subject to individual comments being received by 4pm 10<sup>th</sup> September 2018, and the Working Group being consulted on the look of the document.</p> <p>Member comments were provided during the week beginning 10<sup>th</sup> September discussions were held regarding graphic content and layout during the month. In order to meet Ordinary Council Meeting Agenda preparation timeframes, Officers listed the draft document for reporting to the Council meeting of 25<sup>th</sup> November.</p> <p><u>Details</u></p> <p>Members considered the tabled revised draft without graphic finishes and discussed the opportunity to further review the draft LES prior to presentation to Council recommending release for public comment.</p> <p><u>Resolution</u></p> <p>KEAC would have the opportunity to review and amend the final LES during the public comment period and prior to adoption by Council.</p>
<b>6.3</b>	<p><b>LOCAL BIODIVERSITY STRATEGY</b></p> <p><u>Background</u></p> <p>The 2008 Local Biodiversity Strategy (LBS) was developed to strategically plan natural area protection so that biodiversity conservation is incorporated into planning and decision making processes. The aim is to ensure that the City’s natural areas are protected and maintained for future generations to enjoy.</p> <p>Officers are currently collating all LBS data to inform a review of the 2009 document. This includes assessing each of the natural area to ascertain environmental values, applying an industry standard assessment rating and reviewing the recommendations of the original document. Data collation and assessment methodologies the City’s 261 local natural areas is consistent with the review of the 2009 LBS. This assists with measuring the City’s progress and builds on the previous reserve information collected. The completion of the LBS is included in the City’s business plan for June 2019.</p> <p>At the 6<sup>th</sup> September meeting a member requested information on how many reserves are identified as Bush Forever sites, which was provided after the meeting.</p> <p>Summary of City of Kalamunda Bush Forever reserves:</p>

	<ul style="list-style-type: none"> <li>• 15 Bush Forever sites</li> <li>• 535 hectares within the City's boundary</li> <li>• Of which 345 hectares are managed by the City</li> <li>• Including reserves such as Hartfield Park and Maida Vale Reserve that are partially developed for sport and recreation uses.</li> </ul> <p><u>Details</u></p> <p>Discussion considered the timing, purpose and definitions for the LES, ELUPS and LBS. The revised 2009 LBS should:</p> <ul style="list-style-type: none"> <li>• Review stated actions and their progress</li> <li>• Identify obstacles to the LBS' success, and</li> <li>• Develop achievable outcomes.</li> </ul> <p>KEAC resolved at the 6<sup>th</sup> September meeting to provide comment on the scoping document for the LBS review at the meeting of 8<sup>th</sup> November 2018. This would allow for a consultant to be engaged starting December, to review the LBS document, update and revise recommendations referencing the recently collected data.</p> <p><u>Resolution</u></p> <p>To be considered at the 8<sup>th</sup> November meeting.</p>
<b>6.4</b>	<p><b>Vegetation Protection Discussion Paper</b></p> <p><u>Background</u></p> <p>A working group was formed at the meeting of the 3<sup>rd</sup> May 2018, members being Rupert Duckworth, Cr Sara Lohmeyer and Victoria Laurie, supported by a City Officer. The document framework was prepared to guide members and officers on key items for discussion and further development of the document has proceeded.</p> <p><u>Details</u></p> <p>Further consideration of the vegetation protection discussion paper in light of the draft ELUPS and draft LES was discussed, including:</p> <ul style="list-style-type: none"> <li>• Recognition of community values and priorities for local vegetation as identified during the LES engagement phase.</li> <li>• Vegetation and biodiversity enhancement priorities identified in the current and revised LBS.</li> <li>• The importance of vegetation protection on private identified in the ELUPS and mechanisms for vegetation protection on private property.</li> <li>• LBS facilitated Local Natural Area identification and registration</li> <li>• Need, opportunities and mechanisms for a Significant Tree register.</li> </ul> <p><u>Resolution</u></p> <p>Working group to review the vegetation discussion paper I light of the draft ELUPS and make a presentation to the 8<sup>th</sup> November meeting.</p>
<b>6.5</b>	<p><b>Advisory Committee standardised terms of reference</b></p> <p><u>Background</u></p>

	<p>At the Ordinary Council Meeting of 25 September Council considered item 10.4.4. to introduce a pro-forma of standardised Terms of Reference for the City's Advisory Committees. This is to address inconsistencies in the committees' TOR provisions.</p> <p>Copies of the Item to Council and Pro-forma are attached (Attachment 2). At the next KEAC meeting of 8 November, officers will provide a presentation to members regarding compliance with provisions of the Local Government Act and the Standing Orders Local Law.</p> <p><u>Details</u></p> <p>Discussion was regarding member's recollection of information being provided as part of the first meeting of committee in February.</p> <p><u>Resolution</u></p> <p>For consideration at the meeting of 8<sup>th</sup> November, including information tabled at the meeting of 8<sup>th</sup> February 2018.</p>
<b>7.0</b>	<b>URGENT BUSINESS WITH THE APPROVAL OF THE PRESIDING MEMBER</b>
<b>7.1</b>	<p><b>Maddington Kenwick Strategic Employment Area – Design Guidelines</b></p> <p><u>Background</u></p> <p>The MKSEA development proposal is largely within the City of Gosnells and includes the Kalamunda Wedge Industrial area opposite the intersection of Welshpool Road East and Hardy Road. At the Ordinary Council Meeting of 25 September Council considered adoption of the policy for guiding protection and enhancement of amenity through development design addressing standards for:</p> <ul style="list-style-type: none"> <li>• Treatment to types of development precincts</li> <li>• Built form</li> <li>• Welshpool Road interface</li> <li>• Landscaping</li> </ul> <p><u>Member Comment</u></p> <p>Concern was raised regarding tree retention on the verge of Welshpool Road East adjacent to the development. Reference could be made to Council at the October OCM for public submission by individuals.</p> <p><u>Resolution</u></p> <p>An update from officers regarding tree retention and landscape treatments will be considered at the meeting of 8<sup>th</sup> November.</p>
<b>7.2</b>	<p><b>Lot 220 Kalamunda Road, High Wycombe</b></p> <p><u>Background</u></p>

	<p>Members queried the status of the wetlands within the lot and whether the current earthworks were encroaching into the wetlands and in particular the wetland buffers required as a condition of the development approval.</p> <p><u>Officer update</u></p> <p>Current earthworks extent and the location of the hardstand is as approved for development. The northern water body is a Resource Enhancement Wetland and the southern lake adjacent to Kalamunda is utilised for local drainage.</p> <p><u>Resolution</u> For noting</p>
<b>7.2</b>	<p><b>Schmidt Road, Kalamunda</b></p> <p><u>Background</u></p> <p>Lots 23, 24 &amp; 50 Schmitt are owned by the Department of Planning and proposed for housing in keeping with the Metropolitan Region Scheme and Residential R5 under the Shires Local Planning Scheme No.3. Despite requests for retention of the land for recreational purposes as part of the Railway Heritage Trail by the City of Kalamunda since 1995, a subdivision application occurred in 2017 and was approved in 2018. Development of this land would have precipitated the relocation of the Railway trail.</p> <p>Vegetation clearing works were commenced on site in September to facilitate firebreak construction. Works were halted and the boundaries marked to ascertain the extent of damage outside of the lot boundaries. Some clearing of the City's Road verge had occurred.</p> <p><u>Officer Update</u></p> <p>Correspondence between the City and the WAPC has resulted in the development proposal being halted and subject to further review.</p> <p><u>Member Comment</u></p> <p>Members were very concerned that mature Sheoaks had been removed, other natural vegetation damaged or destroyed and that the well-used heritage walk trail could potentially be cut off. It is essential that the land be retained intact to protect the trail and important biodiversity link.</p> <p><u>Resolution</u> For noting</p>
<b>7.3</b>	<p><b>Nature Based Tourism Workshop</b></p> <p><u>Background</u></p> <p>The City of Kalamunda invited KEAC members to participate in the upcoming Tourism Strategy community workshops, and in particular the nature based tourism workshop. The</p>



	<p>following members nominated to attend a workshop and report to KEAC on the process and outcomes:</p> <table> <tr> <td>Councillor Sara Lohmeyer</td><td>Agri Tourism, Food, Wine, Accommodation &amp; Retail</td></tr> <tr> <td>Victoria Laurie</td><td>Special Events</td></tr> <tr> <td>Rupert Duckworth</td><td>Active Adventures</td></tr> <tr> <td></td><td>Heritage Arts &amp; Culture</td></tr> <tr> <td>Councillor Cameron Blair</td><td>Indigenous</td></tr> <tr> <td>Kevin Goss</td><td>Nature Based &amp; Physical Attractions</td></tr> <tr> <td>Officers</td><td>Tourism Support Services, Infrastructure, Marketing &amp; Planning</td></tr> </table> <p><u>Member Comment</u></p> <p>The events attended to date and found very worthwhile. Please provide a short feedback on the process and outcomes of the workshops and</p> <p><u>Resolution</u></p> <p>For noting</p>	Councillor Sara Lohmeyer	Agri Tourism, Food, Wine, Accommodation & Retail	Victoria Laurie	Special Events	Rupert Duckworth	Active Adventures		Heritage Arts & Culture	Councillor Cameron Blair	Indigenous	Kevin Goss	Nature Based & Physical Attractions	Officers	Tourism Support Services, Infrastructure, Marketing & Planning
Councillor Sara Lohmeyer	Agri Tourism, Food, Wine, Accommodation & Retail														
Victoria Laurie	Special Events														
Rupert Duckworth	Active Adventures														
	Heritage Arts & Culture														
Councillor Cameron Blair	Indigenous														
Kevin Goss	Nature Based & Physical Attractions														
Officers	Tourism Support Services, Infrastructure, Marketing & Planning														
<b>8.0</b>	<b>DATE OF NEXT MEETING</b>														
	<p>8 November 2018 Meeting closed 7:58pm</p>														
<b>9.0</b>	<b>CLOSURE</b>														



## MINUTES

### DISABILITY AND CARERS ADVISORY COMMITTEE 3.30PM MONDAY 8 OCTOBER 2018 COMMITTEE ROOM 1 ADMINISTRATION CENTRE

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#### 1.0 OPENING OF MEETING

- 1.1 Justin O'Meara Smith opened the meeting at 3.30pm and welcomed attendees.

Nadine Popelier Coordinator Community Services was introduced to the committee.

#### 2.0 ATTENDANCE AND APOLOGIES

##### 2.1

##### **Members:**

Justin O'Meara Smith	Presiding Member - Representative organisation providing services
Michelle Baines	Deputy Presiding Member – Community representative
Peter Thorpe	Community representative
Cr. Lesley Boyd	Councillor Delegate (Cr. Boyd arrived at 3.55pm)
Daniel Baines	Community representative

##### **Staff:**

Darren Jones	Manager Community Development (MCD)
Nadine Popelier	Coordinator Community Services (CCS)
Leah Matthes	Senior and Disability Officer (S&DO)

##### **Visitor:**

Doug Bartlett	Manager Asset Planning
	Doug Bartlett left the meeting at 4.25pm

##### **Apologies:**

Michael Serjeant	Community representative
Evan Williams	Representative organisation providing services
Peter Bolden	Community representative

#### 3.0 CONFIRMATION OF MINUTES

- 3.1 That the minutes of the Disability and Carers Advisory Committee held on 11 June 2018 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: **Cr. Lesley Boyd**  
Seconded: **Peter Thorpe**

Vote: **Carried 5/0**

#### **4.0 DISCLOSURE OF INTERESTS**

##### **4.1 Disclosure of Financial and Proximity Interests:**

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the *Local Government Act 1995*)
- b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the *Local Government Act 1995*)

##### **4.2 Disclosure of Interest Affecting Impartiality**

- a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.

#### **5.0 CORRESPONDENCE**

**IN** - Nil

**OUT** – Email all members requesting feedback on Cambridge Reserve Forrestfield concept design (closed 14 August 2018)

#### **6.0 ITEMS FOR COMMITTEE CONSIDERATION**

##### **6.1 Footpaths Development Plan**

Presentation by Manager Asset Planning - Doug Bartlett

Doug Bartlett presented information on the City of Kalamunda's New Pedestrian Pathway Project which included:

- All planned pathways and upgraded pathways will meet contemporary design guidelines and City of Kalamunda Technical Standards and specifications.
- Cyclists may now use pathways. A shared pathway differs from an accessible pathway.

Justin thanked Doug for consulting with the Disability and Carers Advisory Committee and acknowledged that the City has financial restraints.

**Motion:**

Disability and Carers Advisory Committee members recommended that the City consult with residents on how to reduce risk and prioritise future paths.

Moved: **Justin O'Meara Smith**

Seconded: **Michelle Baines**

Vote: **Carried 5/0**

**Action:** The Committee notes the information and provides comment to the City including any reasoning to support the submission.

## 6.2

**Disability Awareness Week**

The City has launched the 'All Abilities Online Community Forum' which is a place for people with disability and carers to connect and share tips on all things accessible around the City of Kalamunda. <https://engage.kalamunda.wa.gov.au/>

Good news stories will be extracted from the online forum to develop a video which will be used as a promotional tool to raise awareness.

Michelle noted that the Kalamunda Hospital will display any appropriate information on Disability Awareness Week.

**Action:** The Committee notes the information.

## 6.3

**International Day of People with Disability (IDPwD)**

The IDPwD website is continually being updated with various events and stories from around the world for this International Day on 3 December 2018.

A reminder to check in regularly with the website to stay up to date with events in Western Australia.

Below are two events that are being held locally.

IDPwD Sunflower Day Garvey Park

<https://www.idpwd.com.au/event/1537406479/>

IDPwD Be Your Own Super Hero

<https://www.idpwd.com.au/event/1537153249/>

**Action:** The Committee notes the information.

**6.4 Break the Boundary**

City of Kalamunda staff met with representatives from Break the Boundary which is an adaptive off road/mountain biking group.

Break the Boundary has planned for the construction of a storage facility located at the Calamunda Camel Farm to house new adaptive off-road cycles and wheelchairs. The proposed shed will be a “hub” which will be owned, operated and maintained by Break the Boundary Inc.

Break the Boundary is seeking collaborations and partnerships with businesses and groups who may be able to assist them with the provision of financial assistance in the form of one-off grants, funds, sponsorship and donations.

**Motion:**

That the Disability and Carers Advisory Committee supports the initiative.

Moved: **Justin O’Meara Smith**

Seconded: **Danielle Baines**

Vote: **Carried 5/0**

**Action:** The Committee notes the information.

**6.5 Snap Send Solve**

Snap Send Solve is a mobile app that enables all members of a community to communicate local incidents with public authorities including Local Government Authorities (LGA’s). Amongst other uses the app empowers individuals to identify improvements within their local environment, such as tree roots in footpaths that would prevent people in wheelchairs to enter specific public spaces, or adjustments in signage to improve accessibility in public spaces for people with visual impairments or low literacy.

The key strengths of the app are that it enables an individual to act ‘on the spot’, and that it creates a direct dialogue with the LGA. An individual can take a picture of a specific issue, upload it with a voice memo or text and send it directly to the Local Government Authority. The LGA can then provide feedback responding to the issue.

Ultimately, the app creates opportunities for Local Government Authorities to engage and communicate directly with people with lived experience with disability, and to address the specific needs in their local areas.

**Action:** The Committee notes the information.



**6.6 Redevelopment of Website**

The City is redeveloping the website and values feedback from DACAC members.

The City of Kalamunda's Coordinator Website Development will be seeking expressions of interest from DACAC members who may be able to assist with testing the new website prior to it being launched.

**Action:** The Committee notes the information and members to contact Leah if interested.

**7.0 URGENT BUSINESS WITH THE APPROVAL OF THE PRESIDING MEMBER****7.1 Accessible Toilets/Kalamunda**

Michelle noted that there is a lack of accessible toilets and Changing Places in the Kalamunda township, particularly during the Rotary markets, night markets or when there is an event in Stirk Park.

Changing Places are secure, clean facilities for people with disability who need space and assistance to use the bathroom when out and about in the community. Changing Places are not standard accessible toilets – they include a hoist, adult changing table, automatic door and space for two people to assist the user with their needs.

There is a lack of Changing Places in Western Australia and the nearest one to Kalamunda is Elizabeth Quay. The committee discussed the value of Changing Places. <http://www.disability.wa.gov.au/individuals-families-and-carers/for-individuals-families-and-carers/recreation-and-leisure-/changing-places/>

DACAC requested information on whether the City has considered building a Changing Place and encouraged consideration of the inclusion of a Changing Place in new projects.

**Action:** Staff to investigate information on Changing Places and present findings at the next committee meeting.

**8.0 DATE OF NEXT MEETING**

The next DACAC meeting will be held at 3.30pm on 10 December 2018 in Committee Room 1 at the City's Administration Building, 2 Railway Road, Kalamunda.

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**9.0 CLOSURE**

The Presiding Member closed the meeting at 5.00pm

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed: ..... Presiding Member

Dated this ..... Day of .....2018