



NOTICE OF MEETING

ORDINARY COUNCIL

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

Tuesday 22 February 2022 at 5.30pm

MARK R NEWMAN
Chief Executive Officer
10 February 2022

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

Councillor C Di Prinzio

4. IMPORTANT NOTE

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

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

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

7. AMENDMENT TO STANDING ORDERS

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

8. PUBLIC STATEMENT TIME

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

9. LEAVE OF ABSENCE REQUESTS

10. PETITIONS

11. PRESENTATIONS**12. DEPUTATIONS**

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

13. CONFIRMATION OF MINUTES

13.1 Ordinary Council Meeting: 25 January 2022

13.2 Annual Electors Meeting: 7 February 2022

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

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

16.1 Questions of which due notice has been given

16.2 Questions of which notice has not been given

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

<i>No.</i>	<i>Item</i>	<i>Page No</i>	<i>Note</i>
1	Financial Report December 2021	4 – 33	
2	Modification to Lakes Road Local Structure Plan	34 – 53	
3	Policy Review: Records Management	54 - 64	

20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

22. LATE AND URGENT BUSINESS ITEMS

23. CONFIDENTIAL ITEMS

24. CLOSE OF MEETING

1	SUBJECT:	Financial Report December 2021
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	22 February 2022

Summary

The Financial Report for December 2021 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.17/6/21 22/06/2021 Adoption of Annual Budget 2021/22

Background

Nil

Comment

Financial Summary

The financial report for December 2021 shows an actual surplus for this period of \$57 million. The reason why the first six months of any financial year has a large surplus is because over 80% of the total revenue has been recognised (from raising of rates and fees and charges), however most of the City's expenditure occurs evenly over the 12 months. This results in a timing variance and the actual surplus reduces as the financial year progresses.

The opening surplus is currently \$4.5 million. The actual closing surplus at 30 June 2021 is \$4,538,223. Currently around \$1.6 million of the closing surplus is required to be used to offset the current budget deficit expected at 30 June 2022, as well as \$2 million to fund the roof replacement at the MARC. The remaining surplus will be presented to Council as part of the annual budget review in March 2022.

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)-(a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	700	700	4,538	3,838	548%
Revenue					
Revenue from operating activities	117,387	106,773	107,379	606	1%
Capital revenue, grants and Contribution	20,604	10,302	6,785	(3,518)	-34%
	137,991	117,075	114,164	(2,911)	
Expenditure					
Operating Expenditure	(138,736)	(68,806)	(59,536)	9,269	-13%
Capital Expenditure	(50,816)	(22,956)	(11,764)	11,191	-49%
	(189,552)	(91,761)	(71,301)	20,461	
Non-cash amounts excluded from operating activities	25,272	15,099	12,605	(2,494)	-17%
Other Capital Movements	22,014	(3,018)	(2,986)	32	-1%
Closing Funding Surplus / (Deficit)	(3,574)	38,095	57,020	18,925	50%

Key Capital Projects

The following table highlights the status of the City's key capital projects for the 2021/2022 financial year:

Project	2021/22 Actuals Incl. CMT \$'000s	2021/22 Annual Budget \$'000s	Comment
Western Foreshore Recreation Precinct	2,501	6,032	<i>Project status:</i> Installation of main play tower continuing. Boardwalk/slide & cubby pods under sheoks in fence area practically complete. Majority of manufactured 'off the shelf' equipment & footings installed. One shelter has been installed, remaining four shelters being fabricated off site. Completion of play space & surrounds delayed: weather, manufacturing & material/product supply, contract procurement issues. Completion expected April 2022.
Eastern Foreshore South Precinct	1,894	6,027	<i>Project status:</i> Temporary lighting to floating pontoons installed as an interim measure until replacement lighting can be installed. Seven shelters installed, installation of jarrah lining & lighting under canopies to be completed early 2022. CCTV cameras installed. Beach Emergency Number (BEN) & Safety/Management signage installed. Maintenance & management requirements being determined including provision of Lifeguards for an initial period of three weeks from 24/12/21 during the day, 7 days/week, future provision to be determined. <u>Eastern Foreshore South – Reserve Area</u> Underground electrical works, pole footing installation & pit installation within reserve area completed. Light poles will be stood up once demolition & site/earthworks completed. Demolition of existing paving & raising of site level, installation of road base & new paving underway, will continue in new year. Works to Eastern Foreshore South Reserve area are expected to be completed in early 2022, prior to Crab-Fest.

Smart Street Mall Upgrade	638	1,167	<i>Project status:</i> Pedestrian area practically complete. Outstanding minor works include installation of bollards, tactile surface indicators at Sholl Street intersection, installation of bike parking rails. Cleaning & sealing of pavers complete. Completion of western end deferred until early 2022.
Peel Street – Power Relocation	83	1,500	<i>Project status:</i> Power supply company quote received & will be reviewed pending finalisation of land acquisitions.
Pinjarra Road Stage 1 to 3	1,832	2,357	<i>Project status:</i> Stage 2 construction complete, road opened. Site works for Stage 3 scheduled to commence late March 2022.
RR Mandurah Terrace	78	1,408	<i>Project status:</i> Profiling & resurfacing works to be undertaken late January to early February. As per Traffic Management Plan works are to be completed at night. Minor enabling works including potholing, pit lids & shoulder works commenced December 21.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

Local Government (Financial Management) Regulations 1996 Part 4 Financial Reports

Policy Implications

Nil

Financial Implications

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

Risk Analysis

Nil

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk, and financial management.

Conclusion

The City strives to manage its finances adequately and maintain expenditure within budget to ensure services that have been approved through the budget process are fully funded. By submitting the budget variation requests to Council as they arise it allows identification of financial implications and ensures there is nil effect on the budget adopted.

It is recommended that Council receive the Monthly Financial Report, Schedule of Accounts, and the proposed budget variations.

NOTE:

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

RECOMMENDATION

That Council:

- 1 **Receives the Financial Report for December 2021 as detailed in Attachment 1.1 of the report.**
- 2 **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.2 of the report:**

Total Municipal Fund	\$	6,536,182.42
Total Trust Fund	\$	0.00
	\$	<u>6,536,182.42</u>

Monthly Financial Report

December 2021



City of Mandurah

December 2021

\$3.57 M



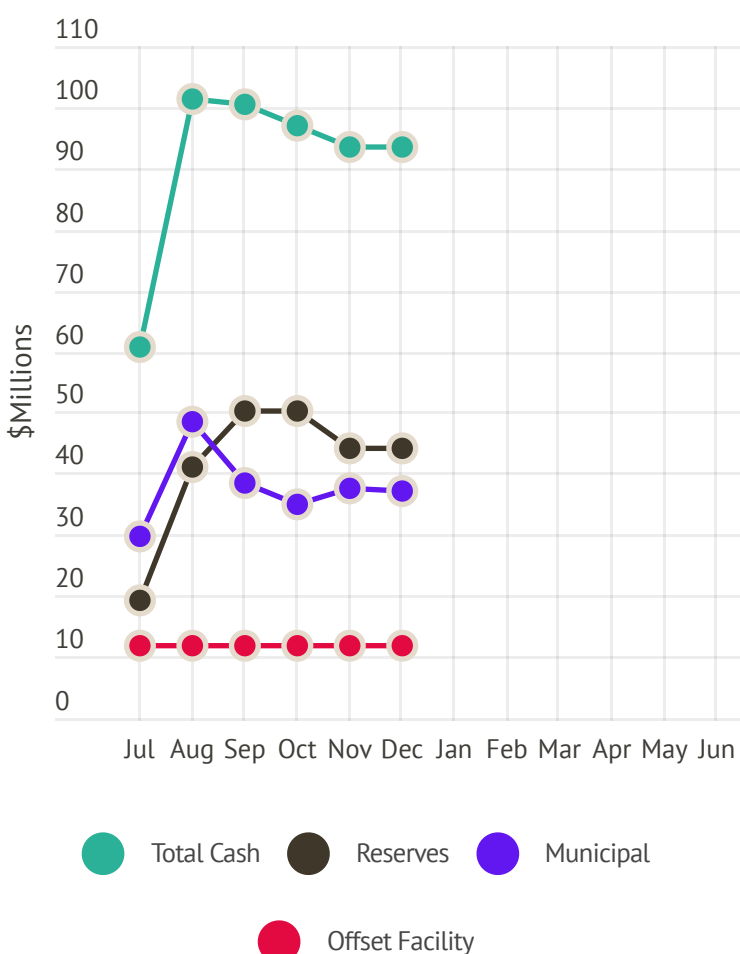
Estimated Deficit at 30 June 2022 with proposed budget amendments

\$57 million



Year to Date Actual Surplus

Investments



Loans

- Actual Principal Outstanding \$21.5M ▼
- Actual Principal Repayments Made \$2.7M ▲
- Actual Interest Paid \$140K ▲
- Actual New Loans Drawdown \$0 —
- Amount of Interest Saved from Loan Offset Facility \$109K ▲

Rates Outstanding

- 20 Properties with >\$10K outstanding ▼
- 141 Properties \$3K to \$10K outstanding ▼
- 7 Properties commenced legal action in 21/22 —
- \$2.03M Rates Exemptions —

Sundry Debtors Outstanding

- 107 current accounts due (\$1.4M) ▼
- 280 accounts overdue i.e >30 days (\$494K) ▼

Budget Proposed Amendments

- Nil

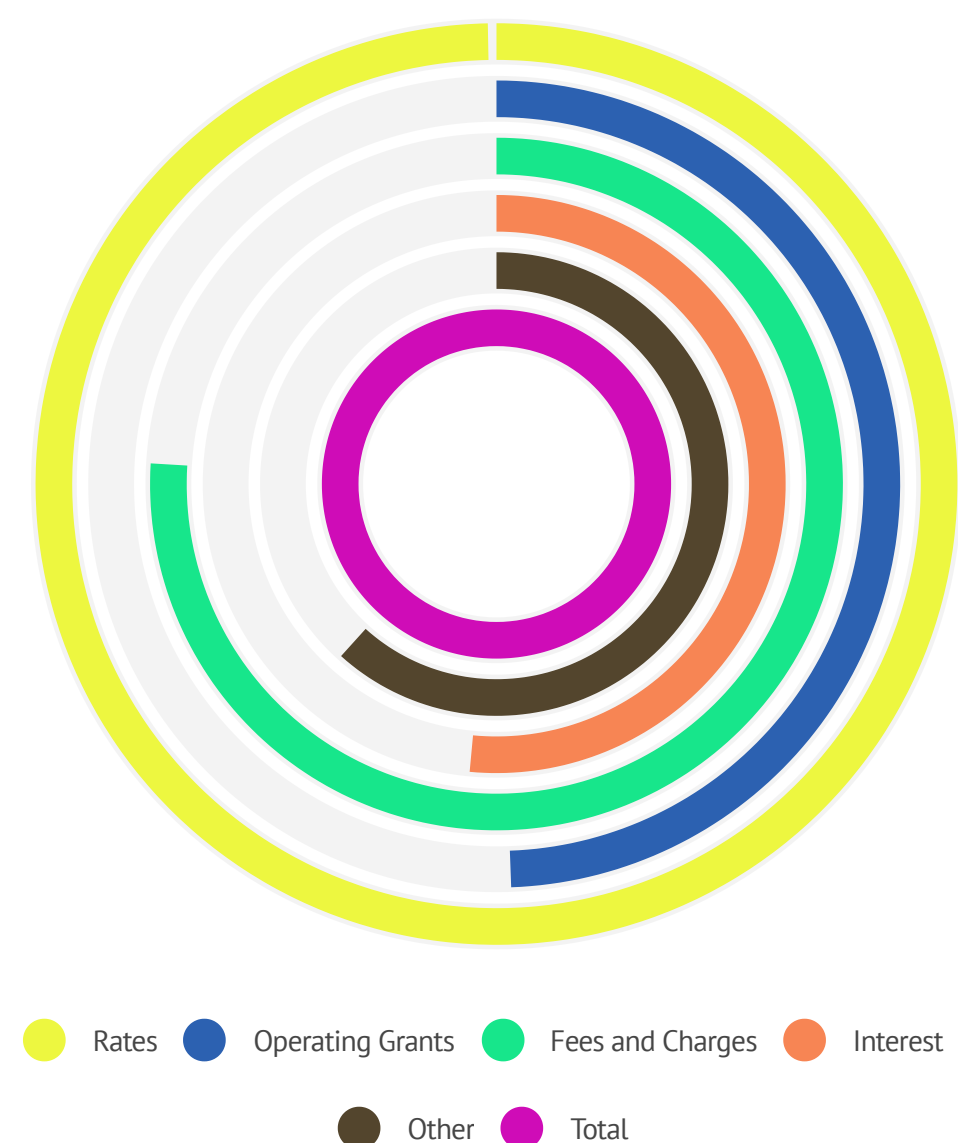
- 1 Tenders awarded during the month through CEO delegation ▼

- 32.7% Council Meeting received for the 21/22 year ▲

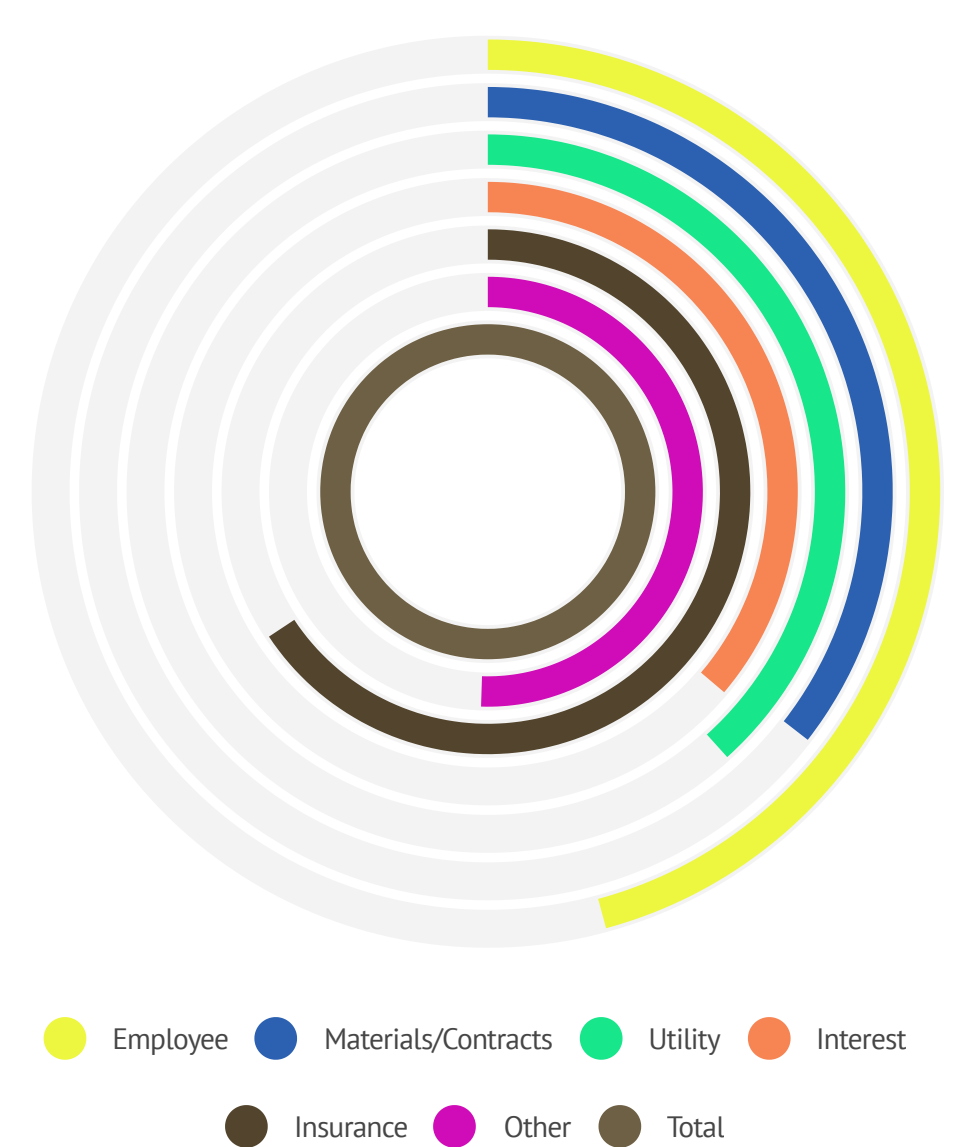
Summary

- Actual Rates Raised \$82.4M —
- Actual Rates Received \$64.6M (75.4% collected) ▲
- Actual Operating Revenue \$107.4M ▲
- Actual Capital Revenue \$5.5M ▲
- Actual Operating Expenditure \$59.5M ▲
- Actual Capital Expenditure \$11.8M ▲
- Actual Proceeds from Sale of Assets \$1.3M ▲

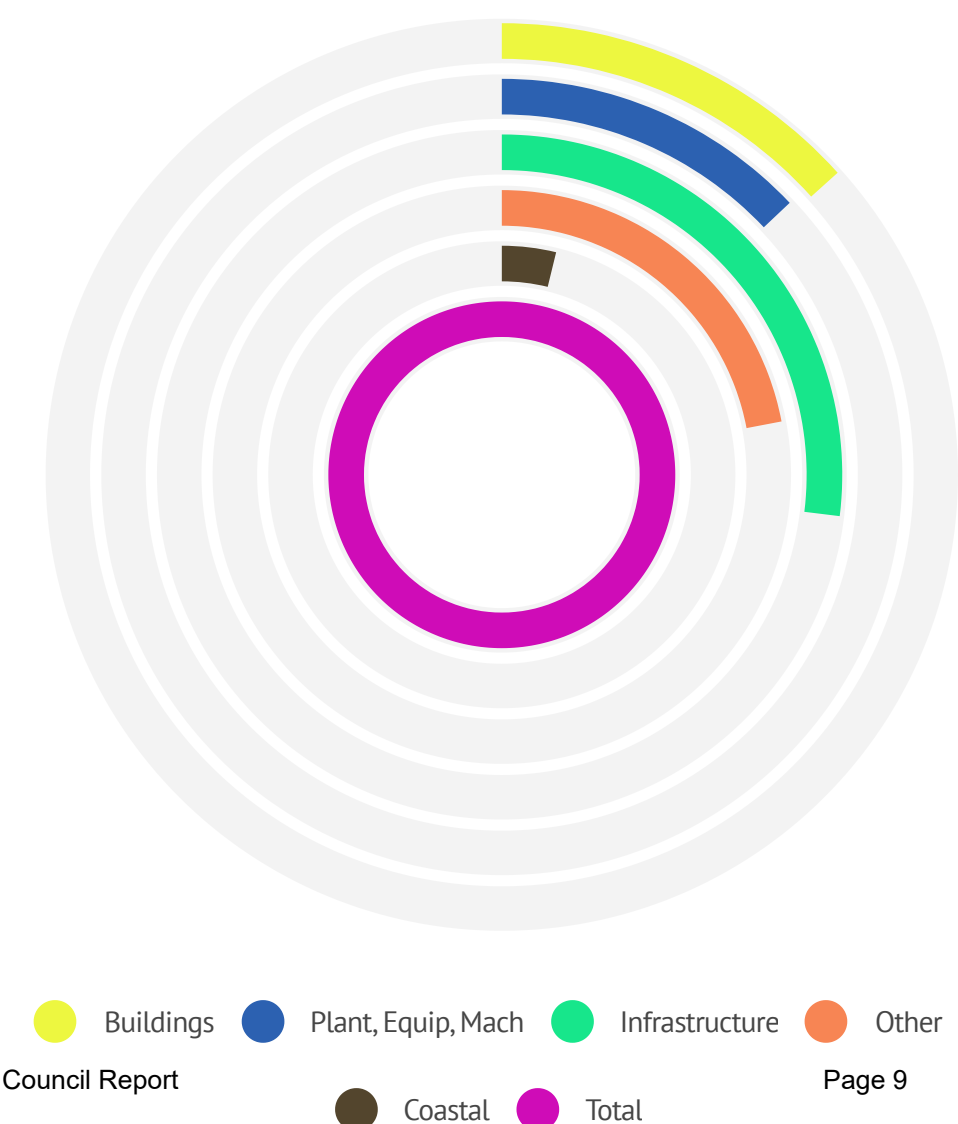
Year to Date Revenue Actuals Compared to Current Budget

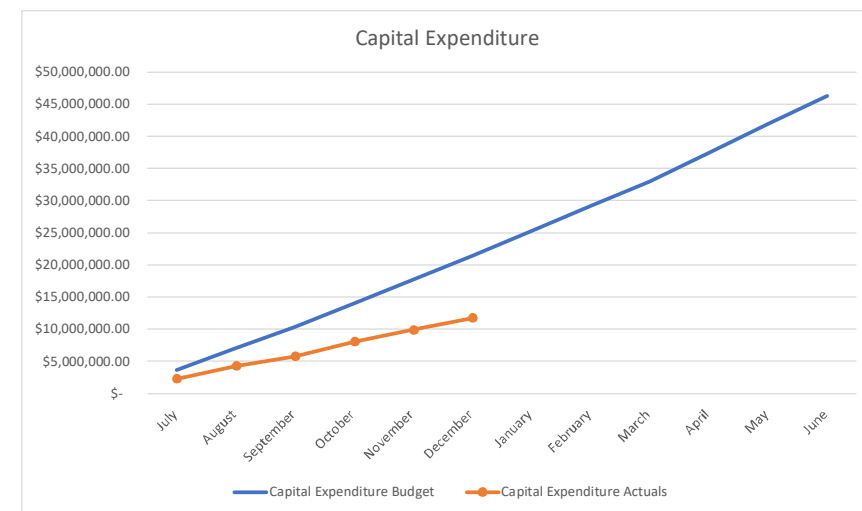
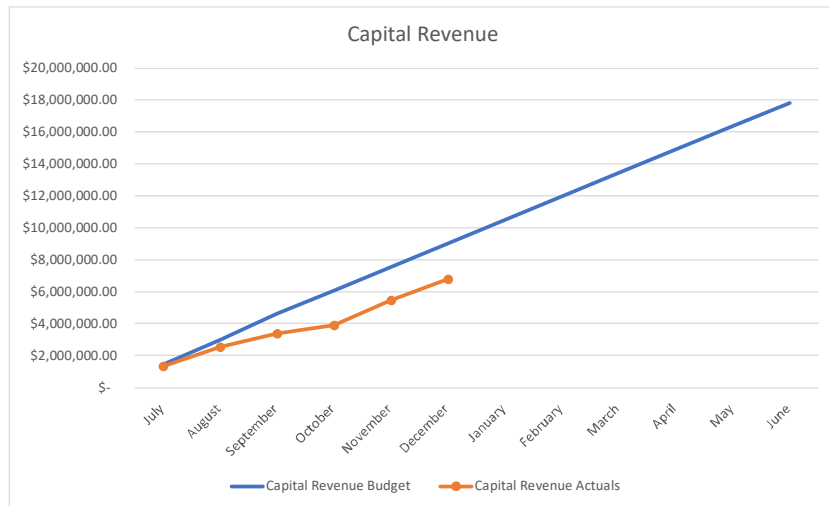
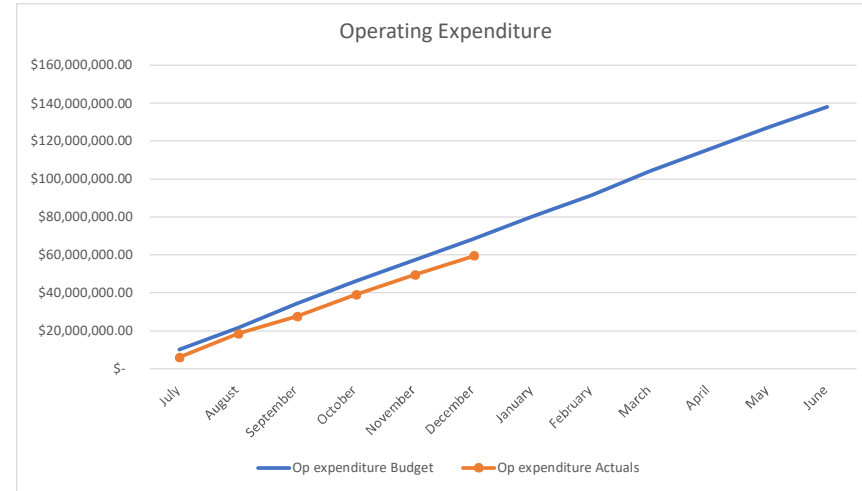
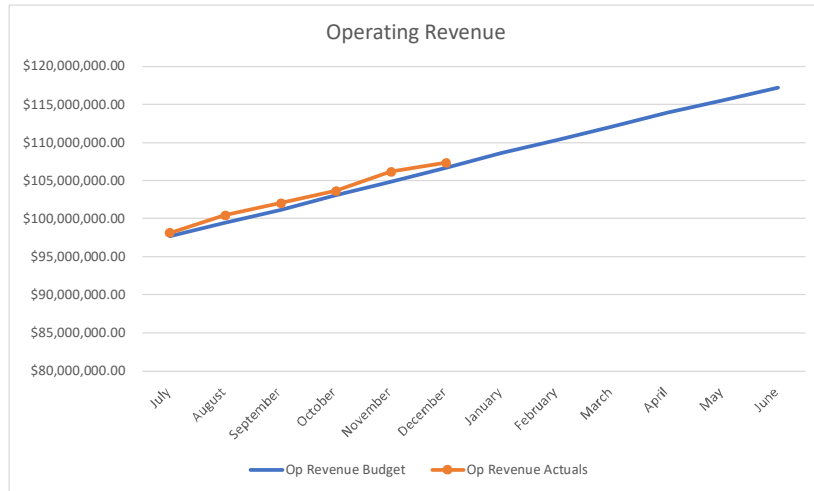


Year to Date Expenditure Actuals Compared to Current Budget



Year to Date Capital Actuals Compared to Current Budget





CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 31 December 2021

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)		700,000	700,000	4,538,223			
Revenue from operating activities							
Rates		82,683,569	82,358,569	82,481,237	122,668	0.15%	
Operating grants, subsidies and contributions		3,185,946	1,514,468	1,574,421	59,953	3.96%	
Fees and charges		28,181,414	21,198,471	21,403,040	204,569	0.97%	
Interest earnings		1,350,000	675,000	695,031	20,031	2.97%	
Other revenue		1,986,117	1,026,156	1,225,298	199,142	19.41%	▲
		117,387,046	106,772,664	107,379,027	606,363	0.57%	
Expenditure from operating activities							
Employee costs		(47,725,578)	(23,145,286)	(21,854,284)	1,291,002	5.58%	
Materials and contracts		(54,803,840)	(27,391,893)	(19,470,578)	7,921,315	28.92%	▲
Utility charges		(4,494,203)	(2,247,102)	(1,722,364)	524,738	23.35%	▲
Depreciation on non-current assets		(29,868,215)	(15,099,323)	(15,076,713)	22,610	0.15%	
Interest expenses		(748,252)	(374,126)	(270,861)	103,265	27.60%	▲
Insurance expenses		(1,095,774)	(547,887)	(719,802)	(171,915)	(31.38%)	▼
Other expenditure		-	-	(6,838)	(6,838)	100.00%	▼
Loss on disposal of assets		-	-	(414,725)	(414,725)	100.00%	▼
		(138,735,862)	(68,805,617)	(59,536,165)	9,269,452	13.47%	
Non-cash amounts excluded from operating activities	1(a)	25,272,235	15,099,323	12,605,051	(2,494,272)	(16.52%)	
Amount attributable to operating activities		3,923,419	53,066,370	60,447,913	7,381,543	(13.91%)	
Investing activities							
Non-operating grants, subsidies and contributions	10	18,570,513	9,285,257	5,533,882	(3,751,375)	(40.40%)	▼
Proceeds from disposal of assets	4	2,033,836	1,016,918	1,250,629	233,711	22.98%	▲
Payments for property, plant and equipment	6	(50,815,901)	(22,955,648)	(11,764,487)	11,191,161	48.75%	▲
Amount attributable to investing activities		(30,211,552)	(12,653,473)	(4,979,976)	7,673,497	60.64%	
Financing Activities							
Proceeds from new debentures	7	9,826,754	-	-	0	0.00%	
Unspent Loans Utilised		1,883,048	-	-	0	0.00%	
Payment of lease liability		(685,027)	(342,514)	(312,803)	29,711	8.67%	
Proceeds from community loans		82,553	41,277	54,866	13,590	32.92%	▲
Transfer from reserves		20,609,434	-	-	0	0.00%	
Advances of community loans		(50,000)	-	-	0	0.00%	
Repayment of debentures	7	(5,432,960)	(2,716,480)	(2,727,855)	(11,375)	(0.42%)	
Transfer to reserves		(4,219,805)	-	-	0	0.00%	
Amount attributable to financing activities		22,013,996	(3,017,717)	(2,985,792)	31,925	1.06%	
Closing Funding Surplus / (Deficit)	1(c)	(3,574,137)	38,095,180	57,020,368	18,925,188	49.68%	

KEY INFORMATION

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

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

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

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Movement in liabilities associated with restricted cash		(5,634,434)	-	(2,981,624)
Movement in pensioner deferred rates (non-current)		-	-	(54,107)
Movement in employee benefit provisions (non-current)		1,038,454	-	149,344
Add: Loss on asset disposals		-	-	414,725
Add: Depreciation on assets		29,868,215	15,099,323	15,076,713
Total non-cash items excluded from operating activities		25,272,235	15,099,323	12,605,051

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

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

		Budget Closing 30 Jun 2021	Budget Closing 30 Jun 2022	Year to Date 31 Dec 2021
Adjustments to net current assets				
Less: Reserves - restricted cash		(20,116,870)	(24,888,945)	(44,767,915)
Less: Unspent loans		(431,591)	(207,137)	(2,197,470)
Less: Other receivables		-	(80,000)	(40,371)
Less: Prepaid Rates		(2,455,879)	-	-
Less: Clearing accounts		-	-	58,032
Add: Borrowings	7	7,499,999	9,826,754	2,953,652
Add: Other liabilities		3,081,188	3,417,743	4,056,402
Add: Lease liability		608,382	759,243	301,025
Add: Provisions - employee		5,041,426	5,216,724	4,310,238
Add: Loan Facility offset		-	-	12,000,000
Total adjustments to net current assets		(6,773,345)	(5,955,618)	(23,326,407)

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

Current assets				
Cash and cash equivalents	2	23,835,328	24,907,049	81,353,020
Rates receivables	3	3,519,116	2,480,445	21,014,806
Receivables	3	3,644,928	4,341,798	7,202,393
Other current assets		524,062	549,233	1,747,133
Less: Current liabilities				
Payables		(4,555,419)	(9,848,897)	(12,464,861)
Borrowings	7	(7,499,999)	(9,826,754)	(2,953,652)
Other current liabilities		-	-	(360,151)
Unspent non-operating grant, subsidies and contributions liability		(3,464,329)	(1,065,909)	(5,529,209)
Lease liabilities		(608,382)	(759,243)	(301,025)
Provisions		(8,621,960)	(8,396,241)	(9,361,680)
Less: Total adjustments to net current assets	1(b)	(6,773,345)	(5,955,618)	(23,326,407)
Closing Funding Surplus / (Deficit)		-	(3,574,137)	57,020,368

CURRENT AND NON-CURRENT CLASSIFICATION

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

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	14,663,253	Variable		Westpac	AA-	NA	NA	
	14,663,253							
Municipal Investments								
Muni 10 - 9652-46197	29,829	0.20%	60	ANZ	AA-	1/10/2021	1/10/2022	365
MNS 31 - 582058	11,141,536	0.35%	3,311	Westpac	AA-	30/11/2021	31/12/2021	32
MNS 60 - 582007	11,366,259	0.40%	3,860	Westpac	AA-	30/11/2021	31/12/2021	32
	22,537,624							
Reserve Investments								
Reserve 35 - B33713404.75	3,008,359	0.01%	75	CBA	AA-	20/05/2021	31/12/2021	225
Reserve 39 - B33713404.55	3,012,223	0.32%	2,375	CBA	AA-	9/12/2021	9/03/2022	90
Reserve 40 - B33713404	3,004,810	0.34%	2,517	CBA	AA-	10/11/2021	8/02/2022	90
Reserve 41 - B33713404	3,005,178	0.35%	5,178	CBA	AA-	12/08/2021	8/02/2022	180
Reserve 42 - 36-976-7906	3,010,363	0.27%	2,663	NAB	AA-	21/12/2021	22/06/2022	183
Reserve 43 - 36-956-4375	3,004,440	0.33%	2,443	NAB	AA-	24/11/2021	22/02/2022	90
Reserve 44 - 70-586-3025	3,003,995	0.27%	3,995	NAB	AA-	1/09/2021	28/02/2022	180
Reserve 45 - 70-568-6989	3,005,847	0.43%	3,184	NAB	AA-	30/12/2021	30/03/2022	90
RNS 31 - 581565	10,863,962	0.35%	3,228	Westpac	AA-	30/11/2021	31/12/2021	31
RNS 60 - 581573	9,232,966	0.40%	3,136	Westpac	AA-	30/11/2021	31/12/2021	31
	44,152,143							
Total	81,353,020		36,024					

Interest revenue

Investment Interest Accrued	36,024
Investment Interest Matured	73,183
Rates Interest	585,825
	695,031

Interest Earned

\$695,031

Total Municipal and Reserve Funds 81,353,020

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	12,000,000	1.75%	17,318	108,870

KEY INFORMATION

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

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

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

Total Municipal Cash	Unrestricted
\$93.35 M	\$49.2 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

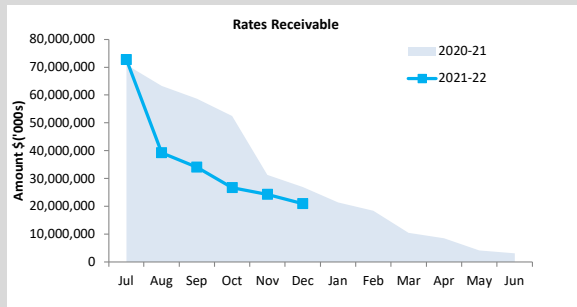
Rates Receivable	30-Jun-21	31-Dec-20	31 Dec 21
	\$		\$
Opening Arrears Previous Years	3,317,555	3,317,555	3,093,324
Rates levied	80,353,712	80,045,904	82,481,237
Less - Collections to date	(80,577,943)	(56,413,334)	(64,559,755)
Equals Current Outstanding	3,093,324	26,950,125	21,014,806
Net Rates Collectable	3,093,324	26,950,125	21,014,806
% Collected	96.3%	67.7%	75.4%

	31 Dec 20	31 Dec 21
- No. of Legal Proceedings Commenced for the financial year	4	7
- No. of properties > \$10,000 outstanding	22	20
- No. of properties between \$3,000 and \$10,000 outstanding	143	141
- Value of Rates Concession	73,427	69,766
- Value of Rates Exemptions	1,990,417	2,027,889

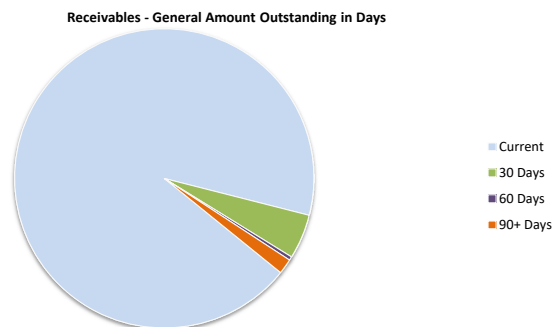
Receivables - General	31-Dec-20	Current	30 Days	60 Days	90+ Days	31 Dec 21
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable	1,194,942	1,246,715	346,892	28,138	118,932	1,740,677
Recreation Centres	107,034	144,923				144,923
Mandurah Ocean Marina	20,832	0				0
GST receivable	718,082	336,708				336,708
Allowance for impairment of receivables	(139,014)	(158,610)				(158,610)
Infringements	1,056,488	973,987				973,987
Pensioners rates and ESL deferred	3,363,367	3,474,026				3,474,026
Other Receivables	1,286,191	690,684				690,684
Total Receivables General Outstanding	7,607,922	6,708,432	346,892	28,138	118,932	7,202,393
Percentage		93.1%	4.8%	0.4%	1.7%	

KEY INFORMATION

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



Collected	Rates Due
75.4%	\$21,014,806

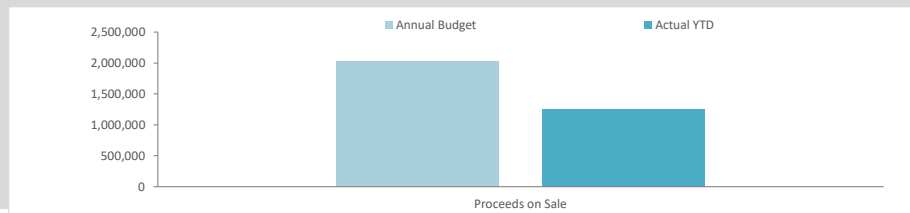


Debtors Due
\$7,202,393
Over 30 Days
7%
Over 90 Days
2%

Asset	Asset Description	Budget	YTD Actual			
		Proceeds	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$
Land						
Land	Sale of 81-87A Allnutt Street, Mandurah	942,000	1,445,000	945,000	0	(500,000)
Infrastructure Assets						
Light Passenger Vehicles - Replacement						
MITSUBISHI-MIRAGE	C00518 - C00518	People & Communities-YOUTH SERVICES COORDINATOR	7,847	0	0	0
HYUNDAI-SANTE	FEC01718 - C01718	People & Communities-DIRECTOR PEOPLE AND COMMUNITIES	15,836	0	0	0
SUBARU-OUTBACK	C02518 - C02518	People & Communities-GENERAL MANAGER MPAC	15,765	0	0	0
TOYOTA-RAV4	C03818 - C03818	Built & Natural -DEVELOPMENT SERVICES	12,326	0	0	0
MAZDA-CX-5	C04318 - C04318	Built & Natural -CIVIL MAINTENANCE	15,478	0	0	0
MITSUBISHI-LS OUTLANDER	C04717 - C04717	Built & Natural -PROJECTS COORDINATOR	12,500	0	0	0
HOLDEN-TRAILBLAZER	C06518 - C06518	Built & Natural -	10,565	0	0	0
TOYOTA-COROLLA	C05917 - C05917	Built & Natural -OPERATIONS STORE	10,542	0	0	0
TOYOTA-RAV4	C06918 - C06918	Built & Natural -DEVELOPMENT SERVICES	12,326	0	0	0
TOYOTA-RAV4	C07418 - C07418	Built & Natural -CITYPARKS	12,241	0	0	0
MAZDA-CX-5	C07618 - C07618	People & Communities-RECREATION SERVICES COORDINATOR	15,400	0	0	0
Light Commercial Vehicles - Replacement						
FORD-RANGER	U00217	Built & Natural -CITYBUILD	17,911	21,269	27,327	6,058
FORD-RANGER	U00417	Built & Natural -CITYWORKS	20,353	0	0	0
FORD-RANGER	U00617	Built & Natural -CITYWORKS	15,784	0	0	0
MITSUBISHI-TRITON	U00817	Built & Natural -CITYPARKS	18,673	0	0	0
FORD-RANGER	U01018	Built & Natural -CITYWORKS	12,451	0	0	0
HOLDEN-COLORADO	U02017	Built & Natural -CITYWORKS	18,053	0	0	0
HOLDEN-COLORADO	U02317	Built & Natural -CITYBUILD	16,569	0	0	0
FORD-RANGER	U02418	Built & Natural -SURVEYING SERVICES	19,329	0	0	0
HOLDEN-COLORADO	U02517	Built & Natural -RANGERS - BUSHFIRE BRIGADE	18,405	0	0	0
HOLDEN-COLORADO	U02717	Built & Natural -CITYBUILD	16,569	0	0	0
HOLDEN-COLORADO	U03117	Built & Natural -CITYBUILD	18,228	0	0	0
FORD-RANGER	U03417	Built & Natural -TRAFFIC MANAGMENT	20,507	0	0	0
HYUNDAI-ILOAD	U03617	Built & Natural -PARKS MAINTENANCE - RETIC	18,607	0	0	0
TOYOTA-HILUX	U03817	Built & Natural -CITYBUILD	17,486	0	0	0
FORD-RANGER	U05017	Built & Natural -CITYBUILD	21,528	0	0	0
ISUZU-D'MAX	U05717	People & Communities-ENVIRONMENTAL HEALTH COORDINATOR	18,815	0	0	0
HOLDEN-COLORADO	U06118	Built & Natural -SURVEYING SERVICES	17,356	22,854	30,055	7,201
HOLDEN-COLORADO	U06717	Built & Natural -CITYBUILD	18,228	0	0	0
HYUNDAI-ILOAD	U07117	Built & Natural -CITYBUILD	20,157	0	0	0
FORD-RANGER	U07217	Built & Natural -PARKS CENTRAL	16,337	0	0	0
FORD-RANGER	U07417	Built & Natural -OPERATIONAL SERVICES	16,048	0	0	0
HOLDEN-COLORADO	U07818	Built & Natural -RANGERS - BUSHFIRE BRIGADE	22,036	0	0	0
Trucks & Buses Replacements						
Trailers						
Parks & Mowers						
TORO - ZERO TURN 60" SD DECK	M00117	Built & Natural PARKS CENTRAL	12,000	0	0	0
RAZORBACK - MOWER SLASHER PTO	M00517	Built & Natural PARKS-NATURAL AREAS	7,000	0	0	0
TORO - ZERO TURN 72" RD DECK	M01817	Built & Natural PARKS-SOUTHERN	7,643	0	0	0
Minor Equipment >\$5000						
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD	P61517	Built & Natural -CITYBUILD	2,500	0	0	0
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD	P61617	Built & Natural -CITYBUILD	2,500	0	0	0
HAKO-CITYMASTER	P61817	Built & Natural -CIVIL MAINTENANCE	25,000	0	0	0
Construction Vehicles - Replacement						
KOMATSU - WHEEL LOADER	G005	WORKS CONSTRUCTION	65,410	0	0	0
Plant Disposed from 2020/21 budget:						
Light Passenger Vehicles - Replacement						
Toyota Rav 4	C04217-C04220	Place & Communities	11,815	0	0	0
Kia Sportage	-	Sustainable Development	0	0	0	0
Kia Sportage	C05517-C05520	Strategy & Economic Development	16,460	0	0	0
Toyota Prado	C01117-	Mayor's Office	24,367	0	0	0
Mazda CX-5	C04016-	Recreation Services	16,150	0	0	0
NG4776A	C02417		0	12,442	20,736	8,294
MH3283A	C05216		0	13,056	17,100	4,044

Asset	Asset Description	Budget	YTD Actual				
		Proceeds	Net Book Value	Proceeds	Profit	(Loss)	
<u>Light Commercial Vehicles - Replacement</u>							
Ford transit van	U04617-U04620	Built & Natural	16,157	0	0	0	0
Ford transit van	U01716-U01720	Built & Natural	16,588	0	0	0	0
Ford Ranger /Hi-drive	U03317-U03320	Rangers	16,822	18,016	26,191	8,175	0
Ford Ranger	U02617-U02620	Built & Natural	16,100	0	0	0	0
Ford Ranger	U04116-U04120	Health Services	18,809	19,392	29,145	9,753	0
Ford Ranger	U04417-U04420	Built & Natural	18,915	0	0	0	0
Ford Ranger	U06617-U06620	Emergency Management	19,720	0	0	0	0
Ford Ranger	U01617-U01620	Built & Natural	18,450	0	0	0	0
Ford Ranger	U05517-U05520	Built & Natural	15,760	0	0	0	0
Isuzu Ute	C04617-C04620/U083	Sustainable Development	16,460	0	0	0	0
Isuzu Ute	U06118-U06120	Built & Natural	17,356	0	0	0	0
Isuzu Ute	U01816-U01820	Built & Natural	19,630	0	0	0	0
MH4439A	U01417		0	22,241	30,509	8,268	0
MH4983A	U06017		0	20,385	28,236	7,851	0
MH4537A	U03017		0	15,154	28,464	13,310	0
MH4453A	U01517		0	15,835	23,691	7,856	0
<u>Trucks & Buses Replacements</u>							
Hino 816 3 MH472H	T044		0	36,000	30,519	0	(5,481)
<u>Trailers</u>							
3T Tandem Tipper Trailer	V033-V03320	Built & Natural	1,660	1,113	4,404	3,291	0
Wastech Semi Trailer	V05020-	Built & Natural	35,327	0	0	0	0
Wastech Semi Trailer	V05120-	Built & Natural	35,327	0	0	0	0
V004 MH73719			0	2,597	9,252	6,655	0
<u>Parks & Mowers</u>							
5 Gang mower	M02517-M02520	Built & Natural	18,252	0	0	0	0
Mower with Cab	M01516-M01520	Built & Natural	7,500	0	0	0	0
Mower 72"	M01916-M01920	Built & Natural	6,000	0	0	0	0
<u>Minor Equipment >\$5000</u>							
<u>Construction Vehicles - Replacement</u>							
MULTI ROLLER	R002-R00220	Built & Natural	45,900	0	0	0	0
			2,033,836	1,665,354	1,250,629	90,756	(505,481)

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 5
TENDERS/QUOTES AWARDED FOR THE MONTH**

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

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
				\$
T20-2021	Supply and Construct Boardwalks and Viewing Platforms at Bortolo Reserve	Enviro Infrastructure Pty Ltd	Project Completion	330,352

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

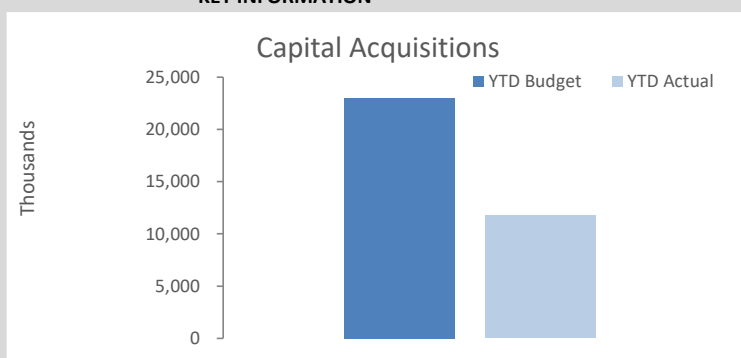
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	5,327,975	8,303,748	2,780,728	1,107,611	(1,673,117)
Equipment	61,127	158,179	96,114	11,370	(84,745)
Machinery	4,185,542	4,035,330	2,007,883	531,869	(1,476,014)
Infrastructure - Roads	14,775,329	14,841,666	7,187,084	4,647,611	(2,539,473)
Bridges	3,871,067	3,921,067	421,067	78,455	(342,612)
Parks	14,256,393	16,651,506	9,106,290	4,827,884	(4,278,406)
Drainage	1,222,989	1,294,778	607,055	334,140	(272,915)
Coastal & Estuary	706,907	706,907	273,574	26,907	(246,667)
Other Infrastructure	600,500	902,721	475,853	198,640	(277,213)
Capital Expenditure Totals	45,007,828	50,815,901	22,955,648	11,764,487	(11,191,161)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	7,543,360	10,286,353	13,064,811	5,924,976	(7,139,836)
Capital grants and contributions	17,656,844	18,570,513	9,382,377	5,533,882	(3,848,495)
Borrowings	9,826,754	11,709,801	-	-	-
Other (Disposals & C/Fwd)	1,108,878	1,091,836	508,459	305,629	(202,830)
Cash Backed Reserves					
Building Reserve	1,771,058	1,435,818	-	-	-
Asset Management Reserve	3,666,399	4,679,316	-	-	-
Cultural Centre Reserve	-	213,495	-	-	-
Sustainability Reserve	259,000	259,000	-	-	-
Sanitation Reserve	1,238,520	1,238,520	-	-	-
Traffic Bridge Reserve	-	50,000	-	-	-
Waterways Reserve	13,425	13,425	-	-	-
Unspent Grants & Contributions Reserve	1,028,409	465,607	-	-	-
Plant Reserve	895,181	802,216	-	-	-
Capital Funding Total	45,007,828	50,815,901	22,955,648	11,764,487	(11,191,161)

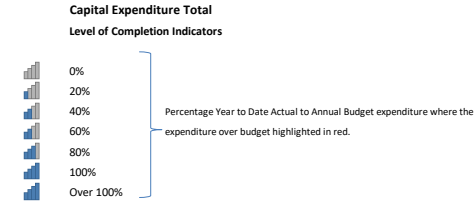
SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$50.82 M	\$11.76 M	23%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$18.57 M	\$5.53 M	30%



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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
750647	Dawesville Community Centre	719,847	719,847	369,847	24,798	695,049	Design only.
750648	Enhancements to Reserve Changerooms to Make Amenities Unisex	25,286	25,286	25,286	5,286	20,000	Design only.
750649	Falcon Family Centre - External Works	57,683	57,683	7,683	7,683	50,000	Construction to commence Q3.
750650	Air Conditioner at Madora Bay Hall	10,411	10,411	10,411	7,611	2,800	Complete.
750651	Air Conditioner at Halls Head Community and Sports Facility	30,566	30,566	30,566	24,166	6,400	Complete.
750652	LED Buildings Plan	80,514	80,514	53,848	20,895	59,619	Ongoing Program 2021/22.
750653	MARC - Administration Office CCTV Camera Installation	15,514	15,514	15,514	10,045	5,469	Complete.
750654	MARC CCTV Stadium	30,514	30,514	30,514	12,345	18,170	Complete.
750655	MARC Leisure Pool Acoustics	206,736	206,736	6,736	6,736	200,000	Construction to commence Q4.
750656	MARC Plantroom Chlorine Gas Detectors & Shutdown System	15,566	15,566	15,566	566	15,000	Construction complete. Finances to be finalised.
750657	MPAC Internal Refurb	328,084	328,084	328,084	8,084	320,000	Construction to commence Q4.
750658	Reserve Meter Replacement Program	50,566	50,566	566	566	50,000	Ongoing Program 2021/22.
750659	WMC - CCTV Upgrade	15,754	15,754	754	754	15,000	Construction to commence Q3.
750660	WMC Tipping Shed	261,491	261,491	11,491	29,913	231,578	Construction to commence Q4.
750661	Works & Services Building Refurb	211,848	211,848	111,848	18,288	193,560	Design complete, proceeding with structural review and Quantity Surveyor.
750662	WMC Fire Water Service	50,463	50,463	463	463	50,000	Construction to commence Q3.
750662	Site Main Switchboard Program	50,514	50,514	25,514	514	50,000	Ongoing Program 2021/22.
750663	Admin Building Carpet	107,621	107,621	57,621	7,621	100,000	Construction to commence Q3.
750664	Billy Dower Offices Flooring	20,952	20,952	20,952	2,952	18,000	Construction to commence Q3.
750665	Civic Building - Rates Team Work Area	15,286	0	0	0	0	Project deferred and budget reallocated to Stage Door Waterfront HVAC project.
750666	Civic Staff Amenity Room Refurbishment	44,622	44,622	4,622	4,622	40,000	Construction to commence Q4.
750667	External Painting Program	25,463	25,463	463	9,568	15,895	Ongoing Program 2021/22.
750668	Falcon E - Library ACH1 Replacement	55,411	55,411	55,411	41,211	14,200	Complete.
750669	Fire System Replacement Program	20,566	20,566	566	17,115	3,451	Complete.
750670	Mandurah Library HVAC	95,514	95,514	514	514	95,000	Construction complete. Finances to be finalised.
750671	Mandurah Library Re Roofing Project	161,428	121,428	6,428	9,063	112,365	Construction to commence Q3.
750672	Mandurah Ocean Marina Chalets	158,269	158,269	8,269	8,269	150,000	Construction to commence Q4.
750673	Mewburn Ablution Refurbishment	55,883	55,883	5,883	8,433	47,450	Construction to commence Q3.
750674	Museum CCTV Upgrade	40,514	40,514	514	514	40,000	Construction complete. Finances to be finalised.
750675	Rushton Park Pavilion - Ext Coatings	45,463	45,463	463	463	45,000	Construction to commence Q3.
750676	Oven Replacement Peelwood Pde Facility	9,238	9,238	9,238	8,051	1,187	Complete.
750677	District Cooling System	614,316	614,316	14,316	14,316	600,000	Construction to commence Q3.
400015	South Mandurah FC Changerooms (CSRFF)	6,666	6,666	6,666	11,190	(4,524)	Complete. Budget Variation for overspend to be processed in due course.
400021	Mandurah Mustangs FC - Facility Development	204,289	204,289	106,271	8,252	196,037	Construction to commence Q3.
400026	Peel Community Kitchen	26,615	54,901	54,901	85,333	(30,432)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
400030	Owen Avenue Ablution	279,242	279,242	279,242	170,613	108,629	Construction 60% complete.
400046	Site Main Switchboards	95,133	35,133	0	0	35,133	Balance of ongoing program from 2020/21.
750620	Solar Plan	60,000	60,000	60,000	36,068	23,932	Construction complete. Finances to be finalised.
750623	Administration Building - Foyer Security	68,280	60,823	60,823	19,026	41,797	Construction complete. Finances to be finalised.
750625	Mandurah Community Museum Roof Replacemt	143,400	142,545	142,545	114,983	27,562	Complete.
750631	Mdh Bowling & Rec Club - Bar Repairs	21,364	21,364	1,364	1,364	20,000	Construction to commence Q4.
750633	Stage 2 of Upgrades to Peelwood Reserve	99,720	221,590	221,590	0	221,590	Construction to commence Q3.
750638	Ablution Bortolo Reserve	247,540	247,540	247,540	30,408	217,132	Construction to commence Q3.
750639	Peel Hockey Association - Floodlighting	56,923	56,923	56,923	38,520	18,404	Complete.
750643	Falcon Family Centre Upgrade	96,000	76,000	38,000	0	76,000	Construction to commence Q3.
750644	Mandurah Visitors Centre Refurbishment	92,145	129,056	129,056	130,322	(1,266)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
750646	MARC Leisure Pool Acoustics	68,000	68,000	68,000	4,220	63,780	Design only.
750679	Solar Plan 2021/22	130,754	130,754	11,754	11,754	119,000	Construction to commence Q3.
750680	Peel Community Kitchen	0	238,495	238,495	238,495	0	Construction to commence Q4.

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	750628 Civic Building-Mayors Office Reconfiguration	0	44,500	44,500	68,685	(24,185)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
	400022 Peelwood Res - Changeroom Upgrade	0	13,959	13,959	0	13,959	Construction to commence Q3.
	750636 WMC - Upgrade Alarm System	0	30,000	0	0	30,000	Construction to commence Q3.
	750627 Administration Centre External Painting Project	0	70,064	0	0	70,064	Construction 95% complete.
	750680 Stage Door Waterfront HVAC	0	15,286	7,643	5,286	10,000	Complete.
	750681 MARC Roof Repairs	0	2,500,000	0	60,162	2,439,838	Construction to commence Q4.
	750682 Falcon eLibrary Retrofit	0	20,000	0	0	20,000	Construction to commence Q3.
Bridges							
	880013 BR Pedestrian Bridge Mandurah Road	3,521,067	3,521,067	21,067	21,067	3,500,000	Construction to commence Q4.
	880012 Lakelands-Madora Bay Pedestrian Bridge	350,000	350,000	350,000	32,388	317,612	Design only.
	880000 Old Mandurah Bridge	0	50,000	50,000	25,000	25,000	Construction complete. Finances to be finalised.
Parks							
	700476 Installation of Permanent Soccer Goals	10,353	10,353	10,353	3,353	7,000	Construction to commence Q3.
	700478 Meadow Springs Golf Course Fence	46,004	46,004	6,004	6,004	40,000	Construction to commence Q3.
	700479 Rushton Precinct Master Plan - Netball Courts	74,805	74,805	4,805	4,805	70,000	Feasibility study only.
	700480 Central Irrigation Management System Renewal	93,407	93,407	3,407	3,407	90,000	Ongoing Program 2021/22.
	700481 Bin Enclosures for Eastern/Western foreshore	55,839	55,839	55,839	5,839	50,000	Construction to commence Q4. Linked to City Centre Waterfront project.
	700440 Major Public Artworks	90,411	90,411	411	411	90,000	Ongoing Program 2021/22.
	700482 Abbotswood Park Erskine Path Connection	26,857	26,857	26,857	24,602	2,255	Construction complete. Finances to be finalised.
	700483 Falcon Reserve Cricket Net renewal	43,328	63,328	63,328	66,573	(3,245)	Construction 95% complete. Budget Variation for overspend to be processed in due course.
	700484 Avalon Foreshore Westview Parade Stage 2	60,894	60,894	60,894	54,390	6,503	Construction 95% complete.
	700485 Bortolo Park Drainage Basin	61,613	61,613	11,613	11,613	50,000	Construction to commence Q4.
	700487 Eros Reserve - Basketball Crt Concrete	28,280	28,280	28,280	3,280	25,000	Construction to commence Q4.
	700488 Gallop Reserve	109,096	119,096	119,096	45,713	73,384	Construction 50% complete.
	700489 Mandurah Road Median	167,781	117,781	17,781	17,781	100,000	Construction to commence Q3.
	700490 Meadow Springs Turf Wicket	12,404	12,404	12,404	2,404	10,000	Construction 50% complete.
	700491 Milgar BMX Track	24,805	24,805	24,805	4,805	20,000	Construction to commence Q3.
	700492 Lavender Gardens Reserve	65,839	75,839	75,839	62,127	13,713	Construction complete. Finances to be finalised.
	700493 Pinjarra Road East Median Stage 4	129,185	149,185	84,185	134,350	14,835	Construction 95% complete.
	700494 Pleasant Grove Foreshore	85,832	85,832	17,832	18,482	67,350	Construction to commence Q3/Q4.
	700495 Kangaroo Paw Park	55,175	55,175	5,175	6,422	48,753	Design only.
	700496 Riverside Gdns Foreshore Park Furniture	51,045	51,045	51,045	8,006	43,039	Construction to commence Q4.
	700497 Shade Tree Planting at Sports Grounds	22,038	22,038	22,038	7,038	15,000	Construction to commence Q4.
	700498 Tickner Reserve Final Stage	226,414	226,414	93,081	29,630	196,784	Construction to commence Q3.
	700499 Western Foreshore Bore Hole Replacement	25,497	25,497	25,497	12,863	12,634	Complete.
	700500 Mary Street (near Lagoon)	18,497	18,497	18,497	1,497	17,000	Construction to commence Q3.
	700501 Florida Reserve Fencing	21,497	21,497	21,497	2,607	18,890	Construction complete. Finances to be finalised.
	700502 Northport Oval Fencing	35,466	35,466	35,466	5,466	30,000	Construction to commence Q3.
	700503 Henry Sutton	37,089	27,089	27,089	10,689	16,400	Construction complete. Finances to be finalised.
	700504 Hennessy Reserve	91,754	91,754	4,754	5,746	86,008	Construction to commence Q4.
	700505 Madora Bay Hall	56,798	56,798	6,798	7,487	49,311	Construction to commence Q4.
	700506 Caterpillar Park	25,738	25,738	5,738	5,738	20,000	Construction complete. Finances to be finalised.
	700507 Replacement of Rubber Softfall	83,456	83,456	3,456	54,950	28,506	Ongoing Program 2021/22.
	700508 Signage Renewal	49,045	49,045	9,045	9,045	40,000	Ongoing Program 2021/22.
	700509 BBQ New Program	51,548	51,548	51,548	24,128	27,421	Ongoing Program 2021/22.
	700510 Boardwalk Renewal Program	250,000	50,000	0	0	50,000	Ongoing Program 2021/22.
	700439 Enclosed Dog Park	229,849	202,169	202,169	196,904	5,265	Construction complete. Finances to be finalised.
	700441 Bortolo Reserve - Shade Sail	34,011	34,011	24,011	4,011	30,000	Construction to commence Q3.
	700471 Hermitage Park - Shade Sail	45,419	45,419	32,086	5,419	40,000	Construction to commence Q3.
	700472 Country Club Drive - Shade Sail	34,011	34,011	24,011	4,011	30,000	Construction to commence Q3.
	700443 Falcon Bay Upgrade - Stage 4 of 5	129,261	71,440	47,627	26,112	45,328	Construction 95% complete.
	700444 Novara Foreshore Stage 4	282,348	273,636	273,636	277,988	(4,352)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
	700453 Falcon Reserve Activation Plan - Stage 2	127,331	118,822	79,215	15,266	103,556	Construction 75% complete.
	700462 Madora Bay Beach	113,441	113,441	13,441	13,441	100,000	Design only.
	700464 Shade Sails Over Playgrounds	196,198	192,251	192,251	164,465	27,786	Construction complete. Finances to be finalised.
	700511 Mandurah Parks - Shade Sails	0	150,000	0	0	150,000	Construction to commence Q3.
	700512 Meadow Springs SF - Cricket Nets	0	45,500	45,500	27,990	17,510	Construction 50% complete.
	700020 Pebble Beach Boulevard Res 46649	0	6,099	6,099	921	5,178	Construction complete. Finances to be finalised.
	700463 Madora Beach Shade Shelters	0	57,247	57,247	52,737	4,510	Construction complete. Finances to be finalised.
	700513 Artesian Pump Replacement Program	0	50,000	25,000	0	50,000	Ongoing Program 2021/22.
	700514 Bortolo Fire Track Water Infrastructure	0	100,000	0	0	100,000	Construction to commence Q3.
	700515 Mandurah Netball Feasibility Study - CSRFF	0	40,000	0	0	40,000	Feasibility study to commence Q4.
Roads							
	501087 Access Pathway at Rushton North Pavilion	60,665	60,665	3,665	3,665	57,000	Construction to commence Q3.
	501088 RC Leslie Street Stage 2	786,420	786,420	36,420	137,778	648,643	Construction 15% complete.
	501089 RC Leslie Street Stage 3	1,540,664	1,540,664	790,664	457,778	750,000	Construction to commence Q4.

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	501090 RC Pinjarra Road Stage 3	1,553,728	1,553,728	1,053,728	468,596	1,085,132	Refer to Financial Report, Key Capital Projects table.
	501091 SL Street Lighting New Program	130,276	130,276	80,276	30,276	100,000	Ongoing Program 2021/22.
	501092 TM Discretionary Traffic Management Program	202,864	202,864	202,864	162,329	40,535	Ongoing Program 2021/22.
	501093 WTC Roadway and Concrete Hardstand	320,852	320,852	20,852	20,852	300,000	Construction to commence Q3. Seeking Department of Water and Environmental Regulation approval.
	501094 MRF Building Hardstand	57,281	57,281	7,281	7,281	50,000	Construction to commence Q4.
	501051 SF Street Furniture New Program	57,179	57,179	32,179	7,179	50,000	Ongoing Program 2021/22.
	501097 Tims Thicket Road	567,929	567,929	27,929	27,929	540,000	Construction to commence Q4.
	501098 RR France/Aldgate St Intersection	350,958	350,958	20,958	24,629	326,330	Construction to commence Q3.
	501099 RR Bortolo Drive/Lowden St Intersection	259,435	259,435	259,435	129,818	129,617	Construction 50% complete.
	501100 RR Sticks Boulevard	33,004	33,004	8,004	13,358	19,647	Construction 25% complete.
	501111 RS Tennyson Avenue (HALLS HEAD)	220,576	220,576	220,576	95,183	125,393	Construction complete. Finances to be finalised.
	501112 SP Falcon Coastal Shared Path	75,086	75,086	15,086	15,211	59,875	Design only.
	501113 SP Halls Head PSP	416,663	416,663	16,663	16,663	400,000	Construction to commence Q3.
	501114 SP Missing Links	111,543	111,543	61,543	30,185	81,358	Ongoing Program 2021/22.
	501115 SP Biara Court PAW Renewal	43,446	43,446	5,946	5,946	37,500	Construction to commence Q3.
	501116 SP Pleasant Grove POS	46,102	46,102	4,602	4,602	41,500	Construction to commence Q3/Q4.
	501117 SP Waterside Gardens Paving Rehabilitation	32,022	32,022	5,022	17,699	14,323	Construction 95% complete.
	501123 Ayrton St POS Carpark	76,098	76,098	76,098	17,098	59,000	Construction to commence Q4.
	501124 Emulsion tank with bunding	45,566	45,566	566	566	45,000	Construction to commence Q4.
	501125 Corsican Road	101,439	101,439	51,439	1,439	100,000	Construction to commence Q4.
	501126 Southern Operations Centre	164,245	164,245	14,245	14,245	150,000	Construction to commence Q3/Q4.
	501118 SL Carpark Lighting Replacement Program	100,874	100,874	67,541	38,668	62,206	Ongoing Program 2021/22.
	501119 SL Light Pole Replacement	100,926	100,926	67,592	926	100,000	Ongoing Program 2021/22.
	501120 SL Mandurah Marina Canal Light Poles	68,874	68,874	34,874	874	68,000	Ongoing Program 2021/22.
	501121 SL Parks and Reserves LED Program	70,874	70,874	47,541	14,905	55,970	Ongoing Program 2021/22.
	501101 Halls Head Beach Car Park Stage 2	105,303	105,303	24,303	24,303	81,000	Construction to commence Q3/Q4.
	501102 RS Aldgate Street (MANDURAH)	56,048	56,048	56,048	6,048	50,000	Construction to commence Q3.
	501103 RS Ayrton Street (DAWESVILLE)	166,255	166,255	166,255	90,560	75,695	Construction complete. Finances to be finalised.
	501104 RS Chapman Road (DAWESVILLE)	105,928	105,928	105,928	48,373	57,555	Construction complete. Finances to be finalised.
	501105 RS Durham Crescent (DAWESVILLE)	80,964	80,964	80,964	49,137	31,827	Construction complete. Finances to be finalised.
	501106 RS Inneston Place (DAWESVILLE)	50,793	50,793	50,793	43,769	7,024	Construction complete. Finances to be finalised.
	501107 RS Napier Close (HALLS HEAD)	40,778	40,778	40,778	25,397	15,381	Construction complete. Finances to be finalised.
	501108 RS Sabina Drive (MADORA BAY)	83,248	83,248	83,248	7,248	76,000	Construction to commence Q3.
	501109 RS Sandford Crescent (HALLS HEAD)	106,048	106,048	106,048	70,610	35,438	Construction complete. Finances to be finalised.
	501110 RS Seaton Close (HALLS HEAD)	35,778	35,778	35,778	26,745	9,033	Complete.
	501127 Falcon Reserve Activation Plan - Stage 3	424,794	424,794	24,794	29,718	395,076	Construction to commence Q4.
	501083 RR Mandurah Terrace	1,408,095	1,408,095	729,023	64,650	1,343,445	Refer to Financial Report, Key Capital Projects table.
	501041 SL Rushton Sports Flood Lighting	52,826	52,826	52,826	15,166	37,660	Design and Consultant costs only.
	501027 RR Pinjarra Road Stage 1	1,125,578	803,506	803,506	1,237,383	(433,877)	Refer to Financial Report, Key Capital Projects table. Budget Variation for overspend to be processed in due course.
	501031 RR Catalina Dr/Badgerup Ave Roundabout	14,069	2,828	1,414	0	2,828	Construction complete, only street lighting works remaining. Finances to be finalised.
	501033 RR Old Coast Road/Albany Drive	106,247	28,752	14,376	22,456	6,296	Construction complete, only street lighting works remaining. Finances to be finalised.
	501064 SP Mulberry Close PAW	52,009	57,816	57,816	33,103	24,713	Complete.
	500016 Smart Street Mall Upgrade	897,835	1,167,355	583,678	511,396	655,959	Refer to Financial Report, Key Capital Projects table.
	501076 RR Guava Way	301,000	204,889	204,889	225,671	(20,782)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
	501084 Peel Street - Power Relocation	1,500,000	1,500,000	0	70,825	1,429,175	Refer to Financial Report, Key Capital Projects table.
	501128 Dawesville Channel SE Foreshore Upgrade	466,144	466,144	466,144	444,244	21,900	Construction complete. Finances to be finalised.
	501038 SP Stingray Point Footpath Replacement	0	12,712	6,356	43,952	(31,240)	Complete. Budget Variation for overspend to be processed in due course.
	501050 Mandurah Road Median	0	78,818	78,818	2,139	76,679	Construction to commence Q4.
	501086 SP Denham Street	0	72,877	72,877	86,583	(13,706)	Complete. Budget Variation for overspend to be processed in due course.
	501039 SL Street Lighting New Program	0	80,149	80,149	30,057	50,092	Balance of ongoing program from 2020/21.
	501042 SL Light Pole Replacement	0	53,373	26,687	46,510	6,863	Complete.
	501048 TM Discretionary Traffic Management Program	0	0	0	3,515	(3,515)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
	501062 SP Pinjarra Road Park	0	0	0	1,539	(1,539)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
	501065 Missing Links	0	0	0	2,410	(2,410)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
	501077 SP Harbord Avenue	0	0	0	3,464	(3,464)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
Drainage							
	600181 Septic Tank and Grease Arrester at Milgar Reserve	30,720	30,720	30,720	720	30,000	Construction to commence Q3.
	600182 Discretionary Drainage Projects	165,705	165,705	115,705	105,232	60,473	Ongoing Program 2021/22.
	600183 Halls Head Pde Beach Central CP Stage 2	235,361	235,361	15,361	15,361	220,000	Construction to commence Q3.
	600184 DR Mathew Street, Falcon	104,969	104,969	104,969	19,969	85,000	Construction to commence Q3/Q4.
	600185 DR Koolinda Street, Falcon Stage 2	99,298	99,298	99,298	36,934	62,363	Construction to commence Q3.
	600186 DR Yeedong Road, Falcon - Stage 2	168,544	168,544	168,544	17,544	151,000	Construction to commence Q3.
	600187 DR Pump Station Replacement of Pumps	55,669	55,669	669	669	55,000	Ongoing Program 2021/22.
	600180 Bortolo Sump-Water Sensitive UrbanDesign	362,723	362,723	0	733	361,990	Construction to commence Q3/Q4.
	600173 DR Koolinda Street	0	71,789	71,789	136,978	(65,189)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.

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

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	900012	Parkridge Boat Ramp	33,426	33,426	33,426	3,426	30,000	Design only.
	910068	All Access Launching Ramp - Riverside Gardens	154,714	154,714	154,714	4,714	150,000	Construction to commence Q3.
	910108	South Harbour Paving Upgrade Stage 3 to 6	107,744	107,744	74,411	7,744	100,000	Construction to commence Q3.
	910109	Cambria Island Abutment Walls Repair	411,023	411,023	11,023	11,023	400,000	Construction to commence Q4.
Equipment								
	820181	Monitor (TV/Display) in Marina Administration Office	5,386	5,386	5,386	386	5,000	Construction to commence Q3.
	820182	Furniture & Equipment Renewal Program	55,741	55,741	30,241	4,741	51,000	Ongoing Program 2021/22.
	820174	MPAC Orchestra Lift	0	73,129	36,564	0	73,129	Construction 90% complete.
	820180	Furniture & Equipment Renewal Program	0	23,923	23,923	6,243	17,680	Balance of ongoing program from 2020/21.
Plant & Machinery								
	770001	Replacement Light Passenger Vehicles	528,531	497,901	248,949	29,740	468,161	Ongoing Program 2021/22.
	770002	Replacement Light Commercial Vehicles	1,342,546	1,256,259	628,125	293,004	963,255	Ongoing Program 2021/22.
	770007	Trailers	644,969	611,674	305,835	164,520	447,154	Ongoing Program 2021/22.
	770008	Construction Vehicles	664,209	664,209	332,106	0	664,209	Ongoing Program 2021/22.
	770009	Parks and Mowers	278,009	278,009	139,002	24,531	253,478	Ongoing Program 2021/22.
	770010	New - Heavy Vehicles Plant and Equipment	55,000	55,000	27,500	0	55,000	Ongoing Program 2021/22.
	770011	Miscellaneous Equipment	469,815	469,815	234,904	19,611	450,204	Ongoing Program 2021/22.
	770018	New - Light Commercial Vehicles	182,000	182,000	91,000	0	182,000	Ongoing Program 2021/22.
	770019	WMC Weighbridge Enhancements	20,463	20,463	463	463	20,000	Construction to commence Q3/Q4.
Other Infrastructure								
	930036	Christmas Decorations 2021	213,000	213,000	213,000	198,640	14,360	Installations complete. Finances to be finalised.
	930037	CSRFF Program - Small Grants	150,000	73,287	36,644	0	73,287	To date funding has been allocated to Mandurah Netball Feasibility Study - CSRFF (\$28,800) and Stage 2 of Upgrades to Peelwood Reserve (\$47,913).
	930035	Restart Mandurah - Other	237,500	452,434	226,209	0	452,434	Remaining balance of Restart Mandurah funds.
	930038	MARC Geothermal Pump & VSD	0	164,000	0	0	164,000	Construction to commence Q3.
	400050	Lakelands DOS Clubroom Facility	152,512	146,368	146,368	61,481	84,888	Construction complete. Finances to be finalised.
	700052	Lakelands DOS Flood Lights	471,189	470,735	470,735	496,074	(25,339)	Construction complete. Finances to be finalised. Overall Lakelands DOS spend is within budget.
	500085	Lakelands DOS Parking	1,794	3,594	1,797	0	3,594	Construction complete. Finances to be finalised.
	700050	Lakelands DOS Irrigation	21,981	21,981	21,981	0	21,981	Construction complete. Finances to be finalised.
	700053	Lakelands DOS Sports Specific Infrastructure	20,199	18,399	18,399	76,994	(58,595)	Construction of Diamond 1 is complete. Diamond 2 construction to commence Q3. Overall Lakelands DOS spend is within budget.
	700054	Lakelands DOS Water Provision Infrastructure	310,156	310,156	310,156	0	310,156	Construction complete. Finances to be finalised.
	700055	Eastern Foreshore South Precinct	5,716,803	6,026,797	3,057,395	1,017,904	5,008,892	Refer to Financial Report, Key Capital Projects table.
	700056	Western Foreshore Recreation Precinct	4,082,096	6,031,636	3,052,706	1,723,884	4,307,752	Refer to Financial Report, Key Capital Projects table.
	Grand Total		45,007,828	50,815,901	22,955,648	11,764,487	39,051,414	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities									
Compactor Waste Trailers and Dolly [336]	182,928	0	0	29,488	58,331	153,440	124,745	1,868	4,381
Waste Water Reuse [349]	123,584	0	0	11,558	22,445	112,026	101,209	1,252	3,176
Halls Head Ablution Block [350]	82,406	0	0	7,700	14,959	74,706	67,482	838	2,117
Halls Head Recycled Water 2019/20	181,932	0	0	9,255	18,418	172,677	163,642	2,001	4,863
Ablutions 2020/21	0	0	200,000	0	17,580	0	182,420	0	5,375
Ablutions 2021/22	0	0	70,000	0	0	0	70,000	0	0
Recreation and culture									
Rushton Park Redevelopment [318(ii)]	242,243	0	0	47,080	88,447	195,164	154,735	597	5,565
Meadow Springs Recreation Facility [318(iii)]	181,967	0	0	35,365	67,388	146,602	113,661	449	4,240
Mandurah Rugby Club [320]	649	0	0	-	667	0	0	0	0
Mandurah Cricket Club [321]	215	0	0	-	203	0	0	0	0
Mandurah Football & Sporting Club [324]	84,392	0	0	41,094	82,264	43,298	2,242	696	1,316
Mandurah Rugby Club [325]	6,512	0	0	3,162	6,331	3,349	162	54	101
Bowling Club Relocation [326]	531,183	0	0	282,550	531,913	248,633	41	2,234	7,721
Ablutions - Netball Centre [329(i)]	43,859	0	0	21,828	43,702	22,031	2,054	359	672
Parks Construction [329(v)]	43,859	0	0	21,828	43,702	22,031	561	359	672
Halls Head Bowling Club upgrade [331]	273,985	0	0	18,784	36,250	255,201	237,916	2,948	7,214
Parks - Falcon Bay Reserve [333(ii)]	47,067	0	0	12,086	24,066	34,982	24,634	453	1,012
MARC Redevelopment [338]	599,116	0	0	83,198	156,515	515,917	442,909	2,452	14,785
MARC Redevelopment Stage 1 [340]	420,178	0	0	41,824	80,042	378,353	340,372	3,572	10,750
MARC Redevelopment Stage 2 [341]	1,051,932	0	0	113,569	207,471	938,363	844,896	3,575	26,817
Eastern Foreshore Wall [344]	689,125	0	0	73,278	134,120	615,847	555,055	2,574	17,584
MARC Stage 2 [345]	1,018,914	0	0	105,960	192,185	912,954	826,120	3,162	26,058
Falcon Bay Seawall [351]	206,930	0	0	19,310	37,509	187,620	169,554	2,104	5,319
MARC Solar Plan [353]	153,181	0	0	10,369	20,000	142,812	133,272	1,649	4,036
Novara Foreshore Development [355]	306,341	0	0	20,727	40,000	285,614	266,543	3,309	8,072
Falcon Bay Foreshore Upgrades [356]	306,341	0	0	20,752	40,000	285,589	266,543	3,284	8,072
Mandjar Square Development [358]	382,826	0	0	25,921	49,996	356,905	333,093	4,121	10,088
Lakelands DOS [360]	2,040,331	0	0	163,681	282,919	1,876,650	1,758,134	4,547	53,536
Mandjar Square Stage 3 and 4	413,013	0	0	24,700	88,290	388,313	715,884	2,720	21,390
Falcon Seawall	803,936	0	0	51,962	43,828	751,974	369,445	2,878	11,012
Novara Foreshore Stage 3	165,255	0	0	9,352	17,530	155,903	147,818	1,616	4,406
Smart Street Mall Upgrade 2019/20	450,310	0	0	25,933	46,159	424,377	404,481	4,439	12,029
Falcon Bay Foreshore Stage 3 of 4	272,894	0	0	13,869	27,626	259,025	245,463	3,015	7,294
Mandjar Square Final Stage	272,894	0	0	13,882	27,626	259,012	245,463	3,002	7,294
Falcon Skate Park Upgrade	108,084	0	0	6,104	11,081	101,980	97,071	1,186	2,887
Westbury Way North side POS Stage 3	181,937	0	0	9,246	18,417	172,691	163,648	2,010	4,863
Eastern/ Western Foreshore 2020/21	1,140,973	0	0	52,490	100,278	1,090,895	1,040,652	2,807	30,666
Smart Street Mall 2020/21	1,102,206	0	0	46,575	96,868	1,057,774	1,005,297	2,491	29,624
Novara Foreshore Stage 4	100,004	0	0	4,600	8,784	96,097	91,216	829	2,688
Bortolo Reserve - Shared Use Parking and Fire Track Facility	300,011	0	0	13,800	26,377	288,290	273,623	2,489	8,063
Falcon Bay Upgrade - Stage 4 of 5	280,011	0	0	12,880	24,610	269,071	255,390	2,323	7,526
Enclosed Dog Park	20,152	0	0	925	1,774	19,367	18,377	167	542
South Harbour Paving Upgrade Stage 2	50,002	0	0	2,300	4,392	48,048	45,608	415	1,344
Falcon Skate Park Upgrade 2020/21	75,456	0	0	3,470	6,636	72,509	68,817	626	2,028
Eastern/ Western Foreshore 2021/22	0	0	1,629,070	0	143,186	0	1,485,884	0	43,785
Smart Street Mall 2021/22	0	0	897,835	0	78,912	0	818,923	0	24,131
Enclosed Dog Park 2021/22	0	0	179,849	0	15,818	0	164,031	0	4,834
Novara Foreshore Stage 4 2021/22	0	0	230,000	0	20,218	0	209,782	0	6,182
Falcon Bay Upgrade - Stage 4 of 5 2021/22	0	0	90,000	0	7,913	0	82,087	0	2,419
Parks and Reserves Upgrades 2021/22	0	0	609,000	0	0	0	609,000	0	0
Mandurah Library Re Roofing Project	0	0	115,000	0	0	0	115,000	0	0
Bortolo Fire Track Water Infrastructure	0	0	40,000	0	0	0	40,000	0	0
Falcon Reserve Activation Plan	0	0	400,000	0	0	0	400,000	0	0
Rushton Park Precinct	0	0	70,000	0	0	0	70,000	0	0
Western Foreshore Yr 3	0	0	800,000	0	0	0	800,000	0	0
District Cooling System	0	0	600,000	0	0	0	600,000	0	0
Transport									
Drainage [318(iv)]	60,277	0	0	11,715	21,059	48,562	41,075	149	1,325
Road Construction [318(v)]	605,040	0	0	117,589	227,434	487,451	374,516	1,492	14,309
Road Construction [329(ii)]	95,457	0	0	47,508	95,116	47,949	84	782	1,463
Drainage Construction [329(iii)]	30,959	0	0	15,408	30,849	15,551	2,545	253	474
Peelwood Oval - Parking [329(iv)]	12,900	0	0	6,420	12,854	6,480	0	106	198
Path Construction [329(vi)]	7,740	0	0	3,852	7,712	3,888	0	63	119
Street Lighting [329(viii)]	10,320	0	0	5,136	10,283	5,184	0	84	158
Road Construction [333(ii)]	214,418	0	0	55,057	109,632	159,360	103,431	2,064	4,610
New Pedestrian Bridge Construction [335]	364,096	0	0	59,636	117,999	304,459	246,419	3,712	8,697
New Road Construction [339]	430,312	0	0	57,418	111,602	372,894	318,948	3,590	10,630
New Road Construction [342]	539,017	0	0	56,642	103,365	482,375	435,861	1,930	13,779
WMC Tims Thicket [343]	83,051	0	0	7,913	15,451	75,138	67,640	877	2,129

Repayments - Borrowings

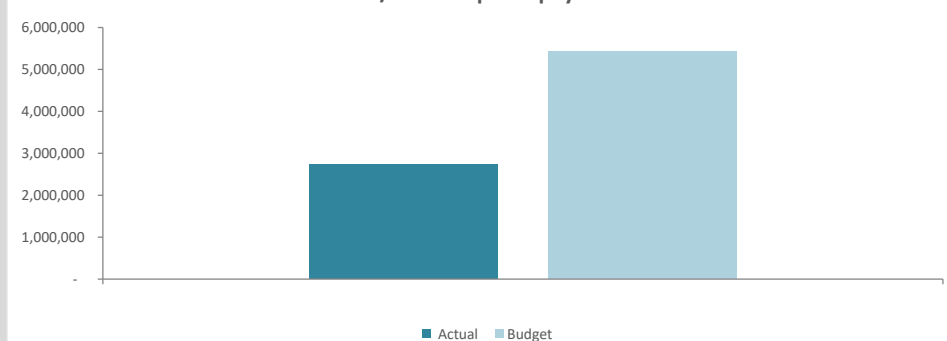
Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars	1 July 2021								
Road Construction [346]	325,323	0	0	30,431	59,091	294,892	266,459	3,295	8,361
MARC Carpark [347]	247,155	0	0	23,108	44,888	224,047	202,432	2,512	6,352
MPAC Forecourt [348]	103,000	0	0	9,627	18,701	93,373	84,353	1,047	2,647
Mandurah Marina [352]	153,181	0	0	10,376	20,000	142,805	133,272	1,642	4,036
MARC Carpark [354]	229,772	0	0	15,561	29,993	214,211	199,929	2,463	6,055
Mandurah Foreshore Boardwalk Renewal [357]	344,544	0	0	23,342	44,993	321,202	299,785	3,694	9,079
New Road Construction [359]	1,028,241	0	0	81,517	143,054	946,725	885,540	3,497	26,973
Smoke Bush Retreat Footpath [361]	76,588	0	0	5,188	10,006	71,400	66,616	824	2,018
New Boardwalks 18/19	413,013	0	0	23,371	43,828	389,643	369,445	4,049	11,012
Coodanup Drive - Road Rehabilitation	82,641	0	0	4,674	8,765	77,967	73,909	810	2,203
Pinjarra Road Carpark	165,255	0	0	9,352	17,530	155,903	147,818	1,616	4,406
New Road Construction 2018/19	1,329,504	0	0	85,784	145,594	1,243,719	1,183,854	4,696	35,366
New Road Construction 2019/20	798,115	0	0	51,601	83,446	746,515	714,969	3,071	21,290
South Harbour Upgrade 2019/20	209,228	0	0	10,631	21,180	198,598	188,193	2,311	5,592
New Roads 2020/21	600,023	0	0	27,600	57,134	574,390	592,866	2,322	17,470
Carryover Roads 2020/21	0	0	500,000	0	43,945	0	456,055	0	13,439
Roads 2021/22	0	0	1,250,000	0	0	0	1,250,000	0	0
Boardwalks 2021/22	0	0	250,000	0	0	0	50,000	0	0
Carparks 2021/22	0	0	438,000	0	0	0	438,000	0	0
Pedestrian Bridge Mandurah Road	0	0	908,000	0	0	0	908,000	0	0
Cambria Island Abutment Wall	0	0	400,000	0	0	0	400,000	0	0
Economic services									
Mandurah Ocean Marina Chalets Refurbishment	0	0	150,000	0	0	0	150,000	0	0
Other property and services									
IT Communications Equipment [318(i)]	47,766	0	0	9,283	16,847	38,483	33,262	118	1,060
IT Equipment [329(vii)]	12,900	0	0	6,420	12,854	6,480	251	106	198
Land Purchase [330]	589,352	0	0	319,636	590,181	269,716	21	1,826	8,424
Civic Building - Tuckey Room Extension	413,013	0	0	23,604	43,828	389,410	369,445	3,816	11,012
	24,561,332	0	9,826,754	2,727,855	5,432,960	21,844,857	28,819,948	140,285	723,433
Total	24,561,332	0	9,826,754	2,727,855	5,432,960	21,844,857	28,819,948	140,285	723,433
Current borrowings	5,432,960		9,826,754	2,727,855	5,432,960	2,953,652	5,432,960	140,285	723,433
Non-current borrowings	19,128,372					18,891,205	23,386,988		
	24,561,332					21,844,857	28,819,948		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2021/22 Principal Repayments



Principal Repayments

\$2,727,855

Interest Expense

\$140,285

Loans Due

\$21.84 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 8
CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Building	1,674,855	8,658	0	0	0	(1,435,818)	0	247,695	1,674,855
Parking	479,332	9,051	0	0	0	0	0	488,384	479,332
Asset Management	10,688,231	105,409	0	1,907,000	0	(5,675,875)	0	7,024,766	10,688,231
Cultural Centre	149,781	0	0	66,194	0	(213,495)	0	2,480	149,781
Property Acquisition	0	0	0	0	0	0	0	0	0
Sustainability	625,422	6,923	0	0	0	(259,000)	0	373,345	625,422
Sanitation	4,008,943	17,922	0	0	0	(1,238,520)	0	2,788,345	4,008,943
Traffic Bridge	49,886	0	0	0	0	(50,000)	0	(114)	49,886
Interest Free Loans	50,325	0	0	0	0	(50,000)	0	325	50,325
CLAG	6,407	1,183	0	0	0	0	0	7,589	6,407
Mandurah Ocean Marina	177,219	3,358	0	0	0	0	0	180,577	177,219
Waterways	733,673	4,497	0	0	0	(13,425)	0	724,745	733,673
Port Mandurah Canals Stage 2 Maintenance	92,705	1,733	0	0	0	0	0	94,438	92,705
Mariners Cove Canals	84,466	1,599	0	0	0	0	0	86,065	84,466
Port Bouvard Canal Maintenance Contributions	265,862	5,012	0	0	0	0	0	270,874	265,862
Unspent Grants & Contributions	8,707,386	0	0	0	0	(8,636,178)	0	71,208	8,707,386
Long Service Leave	4,576,258	0	0	971,036	0	(883,534)	0	4,663,760	4,576,258
Bushland Acquisition	3,000,000	0	0	0	0	0	0	3,000,000	3,000,000
Coastal Storm Contingency	257,363	4,856	0	0	0	0	0	262,219	257,363
Digital Futures	69,192	1,577	0	0	0	0	0	70,768	69,192
Decked Carparking	1,004,210	18,947	0	0	0	0	0	1,023,157	1,004,210
Specified Area Rates - Waterside Canals	118,986	1,689	0	0	0	(6,737)	0	113,938	118,986
Specified Area Rates - Port Mandurah Canals	415,584	2,748	0	62,906	0	(336,260)	0	144,978	415,584
Specified Area Rates - Mandurah Quay Canals	209,361	4,129	0	8,669	0	0	0	222,158	209,361
Specified Area Rates - Mandurah Ocean Marina	403,902	6,818	0	0	0	0	0	410,720	403,902
Specified Area Rate - Port Bouvard Canals	120,423	2,253	0	0	0	(134)	0	122,542	120,423
Specified Area Rate - Mariners Cove	15,857	46	0	0	0	(10,656)	0	5,248	15,857
Specified Area Rate - Eastport	35,919	544	0	0	0	(175)	0	36,288	35,919
Sportclubs Maintenance Levy	188,306	3,911	0	12,000	0	0	0	204,217	188,306
City Centre Land Acquisition Reserve	1,006,509	0	0	0	0	0	0	1,006,509	1,006,509
Lakelands Community Infrastructure Reserve	1,097,302	20,703	0	0	0	0	0	1,118,005	1,097,302
Plant Reserve	1,582,499	14,308	0	0	0	(802,216)	0	794,591	1,582,499
Workers Compensation Reserve	481,416	2,126	0	0	0	0	0	483,542	481,416
Restricted Cash Reserve	2,390,335	0	0	942,000	0	(997,411)	0	2,334,924	2,390,335
	44,767,915	250,000	0	3,969,805	0	(20,609,434)	0	28,378,286	44,767,915

OPERATING GRANTS AND CONTRIBUTIONS

Unspent Operating Grant, Subsidies and Contributions Liability

Operating Grants, Subsidies and Contributions Revenue

Provider	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies								
General purpose funding								
Financial Assistance Grant - General Purpose	0	0	0	0	897,773	0	897,773	492,895
Financial Assistance Grant - Local Roads	0	0	0	0	627,034	0	627,034	338,891
Law, order, public safety								
Lifeguard Service Funding: DPIRD	0	95,667	0	95,667	101,500	0	101,500	0
Southern Districts Bush Fire Brigade LGGS: DFES	0	0	0	0	35,000	0	35,000	8,716
SES LGGS: DFES	0	0	0	0	50,000	0	50,000	16,146
Bushfire Mitigation Activity Fund (MAF) Grants: DFES	0	28,550	0	28,550	64,600	0	64,600	0
Education and welfare								
Waterwise Verge Grant: Water Corp	0	0	0	0	10,000	0	10,000	0
Local Youth Alcohol Campaign: ADF	26,350	0	0	26,350	26,050	0	26,050	0
Ask for Angela: WAPOL	20,060	0	0	20,060	20,060	0	20,060	0
NAIDOC: PMC	0	0	0	0	3,084	0	3,084	0
International Day of People with Disability: DDWA	0	0	0	0	1,028	0	1,028	1,000
Digital Health Literacy Workshop: PLWA	0	826	(826)	0	0	0	0	826
Mandurah Mental Health Initiative: WAPHA	0	0	0	0	0	0	70,000	0
Recreation and culture								
Christmas Pageant: Lotterywest	0	0	0	0	10,468	0	10,468	0
Christmas Pageant: Bendigo Bank	0	0	0	0	0	0	0	5,000
Crabfest: Tourism WA	0	75,000	(75,000)	0	143,868	0	143,868	75,000
Crabfest: Alcoa	0	0	0	0	0	0	0	15,000
Every Club Funding 2021: DLGSC	40,000	0	0	40,000	40,000	0	40,000	0
Mandurah & Peel Aquatic Clubs Amalgamation: DLGSC	3,500	0	(3,500)	0	3,500	0	3,500	3,500
Every Club Funding 2022: DLGSC	0	0	0	0	20,554	0	20,554	0
Wearable Art	0	0	0	0	20,000	0	56,600	56,600
Gnoonie Youth Football Cup: Healthway	0	2,000	(2,000)	0	1,000	0	1,000	2,000
CHRMAR: DPLH	0	0	0	0	37,500	0	37,500	0
Round the Estuary Trail: PDC	0	50,000	0	50,000	0	0	50,000	0
Colours of Mandurah: RACWA	0	0	0	0	0	0	0	1,500
Australia Day: NADC	0	24,000	0	24,000	0	0	0	0
Christmas Lights Trail: Satterley	0	20,000	0	20,000	0	0	0	0
	89,910	296,043	(81,326)	304,627	2,113,019	0	2,269,619	1,017,074
TOTALS	89,910	296,043	(81,326)	304,627	2,113,019	0	2,269,619	1,017,074

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability				Non Operating Grants, Subsidies and Contributions Revenue			
	Liability	Increase in Liability	Liability Reduction (As revenue)	Liability	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	1-Jul			30-Jun				
	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies								
Recreation and culture								
Eastern Foreshore South Precinct: DoH	309,994	2,500,000	(309,994)	2,500,000	2,500,000	309,994	2,809,994	309,994
Western Foreshore Recreation Precinct: DoH	131,670	0	(131,670)	0	0	131,670	131,670	131,670
Eastern Foreshore South Precinct: RfR	1,534,127	0	(707,911)	826,216	3,034,127	0	3,034,127	707,911
Western Foreshore Recreation Precinct: RfR	1,965,873	0	(1,592,214)	373,659	1,673,933	291,940	1,965,873	1,592,214
Lakelands DOS Clubroom Facility: AFL	0	0	0	0	50,000	0	50,000	0
Lakelands DOS: DLGSC	0	0	0	0	325,000	0	325,000	0
Mandurah Parks - Shade Sails: DPIRD	0	150,000	0	150,000	0	150,000	150,000	0
Meadow Springs SF - Cricket Nets: Cricket Australia	0	9,450	(9,450)	0	0	10,500	10,500	9,450
Meadow Springs SF - Cricket Nets: PDC	0	35,000	(18,540)	16,460	0	35,000	35,000	18,540
All Access Launching Ramp - Riverside Gardens	0	0	0	0	75,000	0	75,000	0
MPAC Internal Refurb: DPIRD	0	0	0	0	160,000	0	160,000	0
Mandurah Netball Feasibility Study - CSRFF	0	0	0	0	0	11,200	11,200	0
Stage 2 of Upgrades to Peelwood Reserve	0	0	0	0	0	73,957	73,957	0
Transport								
BR Pedestrian Bridge Mandurah Road	0	0	0	0	2,000,000	0	2,000,000	0
RC Leslie Street Stage 2	0	0	0	0	500,000	0	500,000	200,000
RC Peel Street Stage 3	0	0	0	0	1,000,000	0	1,000,000	400,000
RC Pinjarra Road Stage 3	0	0	0	0	1,000,000	0	1,000,000	800,000
Tims Thicket Road	0	0	0	0	540,000	0	540,000	0
RR France/Aldgate St Intersection	0	0	0	0	330,000	0	330,000	132,720
RR Bortolo Drive/Lowden St Intersection	0	0	0	0	156,977	0	156,977	188,800
RS Tennyson Avenue (HALLS HEAD)	0	0	0	0	215,000	0	215,000	65,000
SP Falcon Coastal Shared Path	0	0	0	0	30,000	0	30,000	0
SP Halls Head PSP	0	0	0	0	200,000	0	200,000	0
RS Aldgate Street (MANDURAH)	0	0	0	0	50,000	0	50,000	70,788
RS Ayrton Street (DAWESVILLE)	0	0	0	0	160,000	0	160,000	160,000
RS Durham Crescent (DAWESVILLE)	0	0	0	0	75,000	0	75,000	75,000
RS Inneston Place (DAWESVILLE)	0	0	0	0	40,000	0	40,000	40,000
RS Sandford Crescent (HALLS HEAD)	0	0	0	0	85,708	0	85,708	85,708
RR Mandurah Terrace	0	0	0	0	1,358,144	0	1,358,144	0
RR Pinjarra Road Stage 1	0	0	0	0	200,000	0	200,000	200,000
RR Old Coast Road/Albany Drive	0	0	0	0	96,955	(88,378)	8,577	0
RR Guava Way	165,511	0	(165,511)	(0)	301,000	(96,111)	204,889	210,434
Peel Street - Power Relocation	1,429,072	0	(70,825)	1,358,247	1,500,000	0	1,500,000	70,825
SP Sandforth Crescent	0	0	0	0	0	0	0	6,495
SP Harbord Avenue	0	0	0	0	0	0	0	19,202
RS Waldron Boulevard	0	0	0	0	0	0	0	17,132
	5,536,246	2,694,450	(3,006,114)	5,224,583	17,656,844	829,772	18,486,616	5,511,882
Non-Operating Contributions								
Recreation and culture								
Mandurah Bridge Club	0	0	0	0	0	0	0	2,000
Lakelands DOS Sports Specific Infrastructure - Peel Diamond Sports Contribution	0	0	0	0	0	20,000	20,000	20,000
PEET - Cash in Lieu Contribution	1,065,909	0	0	1,065,909	0	0	0	0
Other property and services								
MARC Geothermal Pump & VSD	0	0	0	0	0	63,897	63,897	0
	1,065,909	0	0	1,065,909	0	83,897	83,897	22,000
Total Non-operating grants, subsidies and contributions	6,602,155	2,694,450	(3,006,114)	6,290,492	17,656,844	913,669	18,570,513	5,533,882

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus/(Deficit)				(571,372)
	Mh Mustangs FC - Facility Development	G.13/7/21	Community Loan Advance			(50,000)	(621,372)
	Transfer from Interest Free Loans Reserve	G.13/7/21	Other: Transfer Out of Reserve		50,000		(571,372)
101011-4570-1045-61001	Community Garden Project)	G.13/7/21	Operating Expenses			(10,000)	(581,372)
	Asset Management Reserve	G.13/7/21	Other: Transfer Out of Reserve		10,000		(571,372)
100055-4700-1263-61001	Colours of Mandurah Artwork Project	G.13/7/21	Operating Expenses			(3,134)	(574,506)
	Unspent Grant Reserve	G.13/7/21	Other: Transfer Out of Reserve		3,134		(571,372)
	Additional Capital Works 2020/21 Carryovers	G.13/7/21	Capital Expenses			(881,806)	(1,453,178)
	Additional Capital Works 2020/21 Carryovers	G.13/7/21	Other: Transfer Out of Reserve		496,488		(956,690)
700511-6600-1045-61129	Mandurah Parks - Shade Sails	G.13/7/21	Capital Expenses			(150,000)	(1,106,690)
700511-6600-1045-41403	DPIRD Small Grants Program	G.13/7/21	Capital Revenue		150,000		(956,690)
700512-6600-1045-61129	Meadow Springs SF - Cricket Nets	G.13/7/21	Capital Expenses			(45,500)	(1,002,190)
700512-6600-1045-41403	Cricket Australia Grant	G.13/7/21	Capital Revenue		10,500		(991,690)
700512-6600-1045-41403	PDC Grant	G.13/7/21	Capital Revenue		35,000		(956,690)
750678-6100-1045-xxxxx	ManPAC RVIF Lighting	G.13/7/21	Capital Expenses			(238,495)	(1,195,185)
	Cultural Reserve	G.13/7/21	Other: Transfer Out of Reserve		213,495		(981,690)
	Building Reserve	G.13/7/21	Other: Transfer Out of Reserve		25,000		(956,690)
750678-6100-1421-41458	ManPAC RVIF Lighting - Reimbursement	G.13/7/21	Operating Revenue		66,194		(890,496)
	Cultural Reserve	G.13/7/21	Other: Transfer Into Reserve			(66,194)	(956,690)
100010-1110-1169-61001	Economic Development - Corporate Projects	G.13/7/21	Operating Expenses			(42,000)	(998,690)
100010-1000-1169-61001	CEO - Corporate Projects	G.13/7/21	Operating Expenses			(25,000)	(1,023,690)
101904-4700-1263-61001	Grow City Centre Business Investment	G.13/7/21	Operating Expenses			(4,842)	(1,028,532)
102821-4200-1588-61001	Wearable Art Program	G.13/7/21	Operating Expenses			(37,930)	(1,066,462)
102711-4200-1263-61001	CASM - General Operations	G.12/8/21	Operating Expenses			(3,000)	(1,069,462)
102711-4200-1263-41450	CASM - Contributions - Operating	G.12/8/21	Operating Revenue		3,000		(1,066,462)
100087-3407-1263-61129	2022 Conference	G.11/9/21	Operating Expenses			(10,000)	(1,076,462)
100087-3407-1263-41450	Shire of Murray & Waroona Contribution	G.11/9/21	Operating Revenue		10,000		(1,066,462)
100010-1110-1169-61001	Economic Development - Corporate Project	G.11/9/21	Operating Expenses			(50,000)	(1,116,462)
100010-1110-1263-41400	Peel Development Commission Grant	G.11/9/21	Operating Revenue		50,000		(1,066,462)
930038-6500-1045-61129	MARC Geothermal Pump & VSD	G.11/9/21	Capital Expenses			(164,000)	(1,230,462)
930038-6500-1263-41452	LGIS Non-Operating Contribution	G.11/9/21	Capital Revenue		63,897		(1,166,565)
700510-6600-1045-61129	Boardwalk Renewal Program	G.11/9/21	Capital Expenses		200,000		(966,565)
	Asset Management Reserve	G.11/9/21	Other: Transfer Into Reserve			(200,000)	(1,166,565)
700513-6600-1045-61001	Artesian Pump Replacement Program	G.11/9/21	Capital Expenses			(50,000)	(1,216,565)
104587-5150/ 104588-5130/ 104589-5130/	Artesian Retic/Bore Maintenance Activity	G.11/9/21	Operating Expenses		50,000		(1,166,565)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
700493-6600-1045	Pinjarra Road East Median Stage 4	G.11/9/21	Capital Expenses			(20,000)	(1,186,565)
700483-6600-1045-61129	Falcon Reserve Cricket Net Renewal	G.11/9/21	Capital Expenses			(20,000)	(1,206,565)
700492-6600-1045	Lavender Gardens Reserve	G.11/9/21	Capital Expenses			(10,000)	(1,216,565)
700489-6600-1045	Mandurah Road Median	G.11/9/21	Capital Expenses		50,000		(1,166,565)
	Capital Works 2020/21 Carryovers Reconciliation	G.3/10/21	Capital Expenses			(1,907,115)	(3,073,680)
	Capital Works 2020/21 Carryovers Reconciliation	G.3/10/21	Other: Unutilised Loans		1,903,048		(1,170,632)
	Capital Works 2020/21 Carryovers Reconciliation	G.3/10/21	Other: Proceeds From Sale of Assets			(17,042)	(1,187,674)
	Capital Works 2020/21 Carryovers Reconciliation	G.3/10/21	Capital Revenue		549,115		(638,559)
	Capital Works 2020/21 Carryovers Reconciliation	G.3/10/21	Other: Transfer Out of Reserve			(935,578)	(1,574,137)
	Operating 2020/21 Carryovers Reconciliation	G.3/10/21	Operating Expenses			(338,720)	(1,912,857)
	Operating 2020/21 Carryovers Reconciliation	G.3/10/21	Other: Transfer Out of Reserve		338,720		(1,574,137)
102821-4200-1263-41400	Wearable Art - General	G.3/10/21	Operating Revenue		36,600		(1,537,537)
102821-4200-xxxx-61001	Wearable Art - General	G.3/10/21	Operating Expenses			(36,600)	(1,574,137)
101031-4500-1263-41400	Mandurah Mental Health Initiative	G.3/10/21	Operating Revenue		70,000		(1,504,137)
101031-4500-1263-61001	Mandurah Mental Health Initiative	G.3/10/21	Operating Expenses			(70,000)	(1,574,137)
700488-6600-1045	Gallop Reserve	G.3/10/21	Capital Expenses			(10,000)	(1,584,137)
700503-6600-1045	Henry Sutton	G.3/10/21	Capital Expenses		10,000		(1,574,137)
750680-6100-1045-61129	Stage Door Waterfront HVAC	G.3/10/21	Capital Expenses			(15,286)	(1,589,423)
750665-6100-1045-xxxx	Civic Building – Rates Team Work Area	G.3/10/21	Capital Expenses		15,286		(1,574,137)
	Lakelands DOS Sports Specific Infrastructure -						(1,554,137)
700053-6850-1263-41452	Peel Diamond Sports Contribution	G.10/11/21	Capital Revenue		20,000		
	Lakelands DOS Loan	G.10/11/21	Other: Unutilised Loans			(20,000)	(1,574,137)
100004-5970-1001-60001	Waste Administration - Salaries & Wages	G.10/11/21	Operating Expenses			(50,000)	(1,624,137)
100004-5970-1001-60043	Waste Administration - Superannuation Employer	G.10/11/21	Operating Expenses			(5,000)	(1,629,137)
100065-5970-1263-61129	Waste Alliance - General Operations	G.10/11/21	Operating Expenses		55,000		(1,574,137)
	Capital Works 2020/21 Carryovers	G.10/11/21	Capital Revenue			(509,737)	(2,083,874)
	Capital Works 2020/21 Carryovers	G.10/11/21	Capital Revenue	509,737			(1,574,137)
	Capital Works 2020/21 Carryovers - Contract Liability	G.10/11/21	Other	(509,737)			(2,083,874)
	Capital Works 2020/21 Carryovers - Unspent Grants	G.10/11/21	Other: Transfer Out of Reserve		509,737		(1,574,137)
750681-610-1045-61129	MARC Roof Repairs	G.23/11/21	Capital Expenses			(2,500,000)	(4,074,137)
	Asset Management Reserve	G.23/11/21	Other: Transfer Out of Reserve		500,000		(3,574,137)
	Peel Bright Minds						(3,604,137)
100010-1110-1103-61001	Economic Development - Community Groups	G.8/12/21	Operating Expenses			(30,000)	
100010-1110-1169-61001	Economic Development - Corporate Project Committee for Perth	G.8/12/21	Operating Expenses		30,000		(3,574,137)
						(20,000)	(3,594,137)
100010-1110-1169-61001	Economic Development - Corporate Project	G.13/12/21	Operating Expenses				
100004-1110-1001-60001	Economic Development - Salaries & Wages	G.13/12/21	Operating Expenses		20,000		(3,574,137)
700514-6600-1045-61129	Bortolo Fire Track Water Infrastructure	G.12/12/21	Capital Expenses			(100,000)	(3,674,137)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
400046-6100-1045-61129	Site Main Switchboards	G.12/12/21	Capital Expenses		60,000		(3,614,137)
750671-6100-1045-61129	Mandurah Library Re Roofing Project	G.12/12/21	Capital Expenses		40,000		(3,574,137)
101010-4500-1263-61001	Peel Men's Shed Operational Funding	G. 4/7/21	Operating Expenses			(5,000)	(3,579,137)
101011-4500-1263-61001	Mandurah Shed Operational Funding	G. 4/7/21	Operating Expenses			(2,000)	(3,581,137)
930035-6500-1045-61129	Restart Mandurah	G. 4/7/21	Capital Expenses		14,000		(3,567,137)
	Asset Management Reserve	G. 4/7/21	Other: Transfer Into Reserve			(7,000)	(3,574,137)
750682-6100-1045-61129	Falcon eLibrary Retrofit	G. 6/7/21	Capital Expenses			(20,000)	(3,594,137)
750643-6100-1045-61129	Falcon Family Centre Upgrade	G. 6/7/21	Capital Expenses		20,000		(3,574,137)
930037-6500-1045-61129	CSRFF Program - Small Grants	G.3/8/21					(3,545,337)
	Mandurah Netball Feasibility Study		Capital Expenses		28,800		
930037-6500-1045-61129	CSRFF Program - Small Grants	G.3/8/21					(3,497,424)
	Stage 2 of Upgrades to Peelwood Reserve		Capital Expenses		47,913		
700515-6600-1263-41403	Mandurah Netball Feasibility Study - CSRFF Grant	G.3/8/21	Capital Revenue		11,200		(3,486,224)
750633-6100-1263-41403	Stage 2 of Upgrades to Peelwood Reserve - CSRFF Grant	G.3/8/21	Capital Revenue		73,957		(3,412,267)
700515-6600-1045-61129	Mandurah Netball Feasibility Study - CSRFF	G.3/8/21	Capital Expenses			(40,000)	(3,452,267)
750633-6100-1045-61129	Stage 2 of Upgrades to Peelwood Reserve	G.3/8/21	Capital Expenses			(121,870)	(3,574,137)
100002-4100-1263-41008	Proceeds on Sale	G.16/7/21	Capital Revenue		942,000		(2,632,137)
	Restricted Cash Reserve	G.16/7/21	Other: Transfer Into Reserve			(942,000)	(3,574,137)
750682-6100-1267-61129	Falcon eLibrary Retrofit		Capital Expenses			(54,492)	(3,628,629)
750682-6100-1263-41452	DoH Capital Contribution		Capital Revenue		54,492		(3,574,137)
100010-5970-2150-61129	Administration - Waste Transfer Station		Operating Expenses			(8,464)	(3,582,601)
New	WTS - Recycle Area Roller Door		Capital Expenses		8,464		(3,574,137)
103512-5130-1130-61129	Coodanup Community Centre (Beacham Reserve) – Central						
	Parks		Operating Expenses			(10,581)	(3,584,718)
100010-5130-1122-41450	Mandurah Scouts Contribution to Works		Operating Revenue		10,581		(3,574,137)
				0	6,855,621	(9,858,386)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

NOTE 12
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
			Opening Surplus/(Deficit)				(3,574,137)
							(3,574,137)
				0	0	0	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

NOTE 13
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2021-22 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Other revenue	199,142	19.41%	▲ Permanent	Variance primarily due to insurance reimbursements received which were not budgeted for.
Expenditure from operating activities				
Materials and contracts	7,921,315	28.92%	▲ Timing	Variance due to waste tipping fees not yet incurred and maintenance projects, programs and events that haven't commenced, to be monitored as year progresses.
Utility charges	524,738	23.35%	▲ Timing	Variance due to utility invoices not yet received, to be monitored as year progresses.
Interest expenses	103,265	27.60%	▲ Permanent	Favourable variance an indication of interest savings due to loan offset facility.
Insurance expenses	(171,915)	(31.38%)	▼ Permanent	Unbudgeted Work Care prior year claims invoices paid. Adjustment to budget to be made at Budget Review.
Other expenditure	(6,838)	100.00%	▼ Permanent	Variance due to small debt write off for interest and legal charges in accordance with the Write-Off Debts Delegation (DA-FCM06). An adjustment will be made at the mid-year Budget Review.
Loss on disposal of assets	(414,725)	100.00%	▼ Permanent	Non-cash variance due to asset write-offs for scrapped assets not budgeted for. Process usually performed as part of the year end financials preparation.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(3,751,375)	(40.40%)	▼ Timing	Milestones not yet met for capital projects. Capital grants are recognised in line with capital expenditure and will be reviewed at Budget Review.
Proceeds from Disposal of Assets	233,711	22.98%	▲ Permanent	Favourable variance as a result of unbudgeted land sales. This will be reviewed at Budget Review.
Capital Acquisitions	11,191,161	48.75%	▲ Timing	Refer to note 4.
Financing Activities				
Proceeds from community loans	13,590	32.92%	▲ Timing	Varying repayment terms on loan agreements. Will be monitored throughout the remainder of the year.

2	SUBJECT:	Modification to Lakes Road Local Structure Plan
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	22 February 2022

Summary

Council is requested to consider a modification to the approved Lakes Road Structure Plan, seeking to reclassify Lot 4 (No 53-59) Lakes Road, Greenfields ("the subject site") from Residential to Special Use (Healthcare) in order to accommodate future health related land uses. This modification has been lodged by Planning Solutions on behalf of the owner of the subject site.

The subject site is located within Lakes Road Structure Plan which currently identifies the site as "Residential R40", and broader district level Mandurah East Structure Plan which identifies the site as "Residential Development" with mixed use opportunities. The development of healthcare related uses along Lakes Road is considered appropriate to contribute toward the current mix of healthcare related uses within the area and assist in consolidating Lakes Road as the primary regional healthcare centre for the City and the broader Peel Region.

The Structure Plan was advertised to surrounding landowners, and via sign on-site and publishing on the City's website Mandurah Matters - with one submission being received.

It is recommended that Council provide this report to the WAPC recommending that the Structure Plan be approved, subject to minor modification.

Disclosure of Interest

Nil

Location



Property Details

Applicant:	Planning Solutions
Owner:	Maingate Holdings Pty Ltd
Scheme No 3 Zoning:	Urban Development
Peel Region Scheme Zoning:	Urban
Lot Size:	2ha
Topography:	Generally flat, levels range between 5m and 6.5m AHD
Land Use:	Vacant land

Previous Relevant Documentation

- G.12/07/16 12 July 2016 Council approved the Lakes Road Structure Plan.
- G.14/10/09 13 October 2009 Council resolved to modify the Mandurah East District Structure Plan to reflect land uses of Mixed Business/Employment.
- G.10/4/08 15 April 2008 Council adopted the Mandurah East District Structure Plan.

Background

Surrounding Property

Land located immediately north and west is zoned Residential, with existing Aged Persons Dwellings.

The lot to the south is zoned Urban Development, with an existing Church (The Salvation Army) – the approved Lakes Road Structure Plan is not applicable to this lot.

Land located to the eastern side of Lakes Road includes the following properties:

- Peel Health Campus reserved Public Purpose, with existing Hospital and medical related uses;
- Lot 3 (No. 54-64) zoned Urban Development and currently undeveloped. The Lakes Road Structure Plan does not apply to this site, therefore structure planning work would need to be undertaken prior to any development taking place; and,
- Lot 4 (No. 42-52) zoned Urban Development and currently undeveloped. A Structure Plan applies to the site, facilitating the development of a Hospital.

Planning Scheme

The subject site is zoned Urban Development under the City's Town Planning Scheme 3 which requires a Structure Plan to guide land use, subdivision and development. At the time of preparing this report, the City's draft Local Planning Scheme 12 is in the final approval stages and is expected to be gazetted and become operational imminently.

Local Planning Scheme 12 does not alter the Urban Development zone applied to the subject site, and therefore the requirement for a Structure Plan remains. Notably, lots to the south of Kwella Entrance, which form part of the existing structure plan are proposed to be "normalised" to their zoning of residential and public open space in Scheme 12, and through this modification process, should be removed from this Structure Plan.

Mandurah East District Structure Plan

The subject site is identified for “Residential Development” with some mixed-use opportunities at the front of the site by the district-level Mandurah East District Structure Plan. Whilst this Structure Plan provides some guidance to the overall district, the localised Lakes Road Structure Plan provides greater detail, local level planning framework to the subject site.

Lakes Road Structure Plan

The Lakes Road Structure Plan was approved by Council in July 2016. The approved Structure Plan identifies the site for Residential development at a density code of R40, and identifies a future access point to Lakes Road located centrally along the Lakes Road frontage.

Comment

Proposal

Modifications to the approved Lakes Road Structure Plan are proposed as follows:

1. Reclassify the subject site to “Special Use – Healthcare”, in order to facilitate future health related land uses.
2. Identify the following permitted land uses within the “Special Use – Healthcare” zone:
 - Aged Care;
 - Consulting Rooms;
 - Hospital;
 - Medical Centre;
 - Office; and,
 - Recreation – Private.
3. Administrative amendments including updating the Structure Plan map to identify the change to Lot 4 and formatting to align with contemporary Structure Plan requirements.

The proposal seeks to enhance the existing healthcare land uses located within the immediate area, and expand the provision of medical services available to the wider Mandurah population.

Development Standards

The proposal seeks to introduce the following development standards to the subject site:

Element	Development Standard										
Building Height	Building height shall generally be limited to three (3) storeys to a maximum height of 12 metres, excluding any projections for services, antennae, mechanical plant and/or building service requirements. Minor projections shall be suitably screened to minimise visual impact from surrounding areas.										
Street Setback	Street setbacks are to be a minimum 15m.										
Side Setback	Side setbacks are to be a minimum of 7.5m.										
Rear Setback	Rear setbacks are to be a minimum of 10m.										
Car Parking	Car Parking is to be provided in accordance with the following minimum requirements: <table border="1"> <tr> <td>Aged Care</td><td>▪ 1 bay per unit</td></tr> <tr> <td>Consulting Rooms</td><td>▪ 4 bays per consultant</td></tr> <tr> <td>Hospital</td><td> Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant </td></tr> <tr> <td>Medical Centre</td><td>▪ 1 bay per staff member, plus 2 bays per consultant/practitioner</td></tr> <tr> <td>Office</td><td>▪ 1 bay per 50m² GLA</td></tr> </table>	Aged Care	▪ 1 bay per unit	Consulting Rooms	▪ 4 bays per consultant	Hospital	Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant	Medical Centre	▪ 1 bay per staff member, plus 2 bays per consultant/practitioner	Office	▪ 1 bay per 50m ² GLA
Aged Care	▪ 1 bay per unit										
Consulting Rooms	▪ 4 bays per consultant										
Hospital	Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant										
Medical Centre	▪ 1 bay per staff member, plus 2 bays per consultant/practitioner										
Office	▪ 1 bay per 50m ² GLA										

The Structure Plan proposes to limit future development height to three storeys, which is intended to ensure a human scale to the building and sensitive integration with development on adjacent lots to the north and west.

The setbacks assist in reducing building bulk and provide adequate separation in terms of privacy, and provide opportunities for significant landscaping in order to soften future buildings.

In addition to the above table of development standards, it is recommended that a modification to the Structure Plan be included requiring a minimum of 10% of the site area being landscaped, and a minimum 3m wide landscape strip provided within the front setback area.

The Structure Plan also requires the preparation of an Acoustic Noise Assessment at development stage to ensure that future development is compliant with the Environmental Protection (Noise) Regulations, in order to reduce potential impacts on neighbouring residential properties.

Location and Demand

In considering social infrastructure, the state planning framework acknowledges that it is important to ensure ageing people can remain in their long-term communities through the provision of aged care retirement housing options. The provision of such a facility in this location can increase housing options for ageing people, with the benefit of existing healthcare facilities in close proximity.

Alternatively, other healthcare related uses (i.e. consulting rooms, hospital and medical centre) ensure that the healthcare needs of the broader community can be met. Council's Local Planning Strategy notes the establishment of a standalone private hospital and further expansions of the Peel Health Campus to be key infrastructure needs of the community – a number of the proposed land uses have the potential to provide these services through private investment. Furthermore, the Local Planning Strategy highlights

that Mandurah's population will continue to be an ageing one, therefore expanded private facilities within the locality is considered to support this ageing demographic.

Through the advertising process a submission was received concluding that the proposed Structure Plan amendment:

- *Dilutes the primacy and importance of the Peel Health Campus;*

City's officers note that the proposed amendment seeks the consideration of a number of land uses, healthcare related uses are considered to support existing medical uses in the locality (including the Peel Health Campus) and represent private investment, which supports an infrastructure need identified in the Local Planning Strategy. In comparison, aged care development would provide additional housing stock to support Mandurah's ageing population, and is consistent with land to west and north.

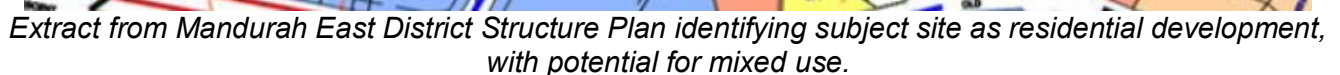
- *Is inconsistent with the City's Urban Form and Housing Strategy as the area is identified for future urban residential infill;*

City's officers note that the subject site, as well as other surrounding that are not covered by a Structure Plan, however are identified for residential development under the Strategy.

An aged care development is considered to be residential in nature and therefore consistent with the Strategy, whereas healthcare related uses would be considered inconsistent with the Strategy but do assist in providing for greater healthcare to the City and broader Peel Region (which is considered to be consistent with the Local Planning Strategy). Additionally, opportunities for non-residential development that provide an opportunity for employment and services to the community in a location that is in close proximity to the existing hospital are welcomed. Healthcare services represent a significant employer within the City of Mandurah.

The Mandurah East District Structure Plan identifies the subject site, as well as lots to the eastern side of Lakes Road, as residential development with potential for mixed use development to the front of the lots to capitalise on opportunities in close proximity to the existing hospital.

Notwithstanding this, other properties have sought alternative land uses (rather than residential development as originally identified) so as to provide range and mix of land uses throughout the locality.



Similarly, the “Corner of Lakes Pinjarra Road ODP” includes portions of Service Commercial and Mixed Use which cover a larger area that is identified as “Residential Development” on the Mandurah East District Plan.

- *Is inconsistent with SPP 7.2 'Precinct Design' and SPP 4.2 'Activity Centres' as the proposed hospital use at the subject site would demonstrate a lack of understanding of the sites physical, community and governance context.*

The City's officers note that concerns have been raised in submissions relating to inconsistencies with State Planning Policies (7.2 Precinct Design and 4.2 Activity Centres). Broadly, a number of Local Structure Plans provide a local planning framework some sites within the locality, which sit under the district level Mandurah East Structure Plan. In some cases, these Local Structure Plans "depart" from designations identified through the Mandurah East Structure Plan, however overall the mix in land uses do not differ from those that are expected within the locality and provided that appropriate development standards / requirements are in place a positive outcome can be achieved.

In summary, the proposed Structure Plan contemplates healthcare related land uses, it is considered that the proposed uses will contribute toward the current range of uses within the broader area (i.e. commercial, community, public purposes (churches and schools), residential and other health related uses, including the Peel Health Campus). The development of healthcare related uses along Lakes Road is considered appropriate to contribute toward the current mix of healthcare related uses within the area and assist in consolidating Lakes Road as the primary regional healthcare centre for the City and the broader Peel Region.

Given recent State Government announcements relating to the Peel Health Campus, ideally, a master planning exercise that considers the existing surrounding sites, particularly the existing undeveloped sites either side of Lakes Road, would progress, however given the status of the planning framework for Structure Plans, whereby one site can be considered through assessment, then this Structure Plan needs to be considered on its merits at the time of lodgement.

Notably, in regards to the Local Planning Strategy, in regards to the Peel Health Campus, it states:

"The Peel Health Campus and Peel Education and Training Campus are significant attractors of activity and transport as well as additional supporting activities and should be considered as 'centres' in their own right. These sites are reserved 'Public Purposes' in the Peel Region Scheme and therefore, future development requirements are determined by the Peel Region Scheme, however there is the opportunity for a local structure plan or activity centre plan, Precinct Structure Plan to outline potential opportunities.

The Peel Health Campus is referenced in the Council's Mandurah East Structure Plan; and the Western Australian Planning Commission endorsed a local structure plan over the site in November 2007 (Plan Dated April 2007).

Any further planning over this location, whether through further district structure plans or master planning for the site needs to ensure that this location is well connected to road and transport networks in Mandurah due to its location as a major employer and service provider."

Public Open Space

The requirement to provide 10 per cent of the site area for Public Open Space does not apply to non-residential development, however Scheme requirements ensure that 10 per cent of the site area is landscaped which is assessed at the development application stage.

Road and Pedestrian Network

The proposal seeks to relocate the central "Future Access Point to Lakes Road", with two vehicular access points - one to the northern boundary and one to southern boundary. The City's officers have reviewed the proposed access points and are generally supportive of the concept subject to the submission of detailed design and a Traffic Impact Assessment being completed at the development application stage demonstrating detailed traffic modelling, analysis and safe traffic operation.

Pursuant to Clause 27(1) of the "Deemed Provisions" a decision maker is to have due regard to, but is not bound by, a Structure Plan when determining a development application. Ultimately, further detailed work

is required to be undertaken at the development application stage to determine the most appropriate location for access.

Through the advertising process, a submission was received (refer *Attachment 2.2*) highlighting traffic and road safety concerns as a result of locating healthcare related uses on the western side of Lakes Road (rather than the eastern side). This submission concluded that increased traffic flow will increase exposure and crash risk, as well as highlighting the need to cater for pedestrian movements across Lakes Road.

The City has reviewed this submission and notes that Lakes Road is considered to be capable of accommodating the additional traffic generated by the proposed land uses, whilst it is acknowledged that further review of access design is to be undertaken at development application stage based on the specific land use and development proposed.

Ideally, if holistic / precinct based Structure Planning rather than site specific / landowner requested Structure Planning was progressed, the Structure Plan modification for the subject site would be integrated with the undeveloped site(s) to the south and east of the subject site and provide a rationalised access and movement network. The City notes that speed limits along Lakes Road and pedestrian connections should be reviewed in order to improve connections.

It is recommended that a pedestrian access study be carried out and submitted as part of a development application, in order to demonstrate how the proposed development integrates with the surrounding road / pedestrian network and adjacent attractors (i.e. Peel Health Campus, etc.). Ultimately, the nature of the proposed use and how it is intended to operate will determine the extent of pedestrian connectivity required. Such a measure would appear to assist in alleviating pedestrian connectivity and safety concerns raised in the submission.

MEAG Comment

This item is not considered to impact on the natural environment, and has not been considered by the Mandurah Environmental Advisory Group.

Consultation

The Structure Plan was advertised to landowners directly surrounding the site via direct letter/email, including the two retirement villages to the north and west of the subject site. One submission was received from the landowner to the eastern side of Lakes Road, with comments summarised and responded to in the Schedule of Submissions (refer *Attachment 2.2*).

Statutory Environment

The procedures for preparing a structure plan are prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015*. The local government is required to forward a report to the decision maker (being the WAPC).

Policy Implications

Nil

Economic Implications

The proposal has the potential to facilitate significant private investment from a healthcare provider, which is identified within the City's Planning Strategy as a key infrastructure demand for the community.

Risk Implications

Nil

Strategic Implications

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

Economic:

- Facilitate and advocate for sustainable local job creation and industry diversification.

Health:

- Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community.

Organisational Excellence:

- Listen to and engage with our community in the decision-making process.

Conclusion

The proposed Structure Plan contemplates healthcare related land uses, it is considered that the proposed uses will contribute toward the current range of uses within the broader Mandurah East District Structure Plan area (i.e. commercial, community, public purposes (churches and schools), residential and other health related uses, including the Peel Health Campus). The development of healthcare related uses along Lakes Road is considered appropriate to contribute toward the current mix of healthcare related uses within the area and assist in consolidating Lakes Road as the primary regional healthcare centre for the City and the broader Peel Region.

The Structure Plan proposes appropriate development standards and applies conditions / requirements prior to development / subdivision, in order to provide integration with surrounding development. Such measures include:

- Development height restricted to three storeys and significant setbacks to property boundaries;
- Landscaping of the site equalling 10% of the site area, as well as a 3m wide landscaping strip to the front of the site to enhance the streetscape; and,
- Requirement to prepare an Acoustic Noise Assessment, Waste Management Plan, Transport Impact Assessment.

The City considers Lakes Road to be capable of accommodating the additional traffic generated by the proposed land uses, whilst it is acknowledged that review of the final access design is to be undertaken at development application stage (via a Transport Impact Assessment) based on the specific land use and development proposed.

In addition to the management plans and assessments identified as being required prior to development / subdivision, the City recommends the preparation of a Pedestrian Access Study in order to demonstrate how the proposed development integrates with the surrounding road / pedestrian network and adjacent development (i.e. Peel Health Campus, etc.).

NOTE:

- Refer **Attachment 2.1** **Proposed Lakes Road Local Structure Plan**
Attachment 2.2 **Schedule of Submissions**
Attachment 2.3 **Existing Lakes Road Local Structure Plan**

RECOMMENDATION

That Council under Clause 20(2) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, provides this report to the Western Australian Planning Commission for the Lakes Road Local Structure Plan (Plan Dated 4 October 2021)

recommending that the proposed Structure Plan should be approved, subject to the following modifications:

- (a) A Pedestrian Access Study shall be submitted to and approved by the City of Mandurah prior to development / subdivision, and shall be included under Part One, Section 8 “Additional Information” of the Structure Plan. The purpose being to demonstrate how proposed development / subdivision integrates with the surrounding road / pedestrian network and adjacent attractors, and to identify measures to improve pedestrian connectivity / safety;**
- (b) Remove residential lots immediately south of Kwella Entrance from the Structure Plan (Plan 1) due to the impending Local Planning Scheme 12;**
- (c) Remove notification regarding future connection to Mississippi Drive from the Structure Plan (Plan 1) given it has been constructed;**
- (d) Clearly identify the Structure Plan boundary on the Structure Plan (Plan 1);**
- (e) Identify the five metre wide Western Power easement along the Lakes Road frontage to ensure sufficient protection and safety setback of the Mandurah – Pinjarra 132Kv transmission line. A notification shall also be included on the Structure Plan (Plan 1);**
- (f) Update land uses consistent with the impending Local Planning Scheme 12 (i.e. aged care to be ‘residential aged care’), under Part One, Section 5.1 of the Structure Plan; and,**
- (g) Remove reference to Service Commercial zone and state all development other than residential development to be in accordance with Table 2, and add landscaping requirements to table 2 (i.e. 10 percent of site area and 3m wide landscaped strip adjacent to Lakes Road) – under Part One, Section 5.2.1 of the Structure Plan.**



PART ONE: IMPLEMENTATION

1 Structure plan area

The Lakes Road Local Structure Plan applies to the land contained on the Structure Plan Map.

For clarity, this Structure Plan amendment applies to Lot 4 Lakes Road, Greenfields, the parcel of land zoned Urban Development by the City of Mandurah Local Planning Scheme No. 3, being the land contained within the inner edge of the Structure Plan Map.

Refer to **Plan 1** – Structure Plan Map.

2 Structure plan content

The Structure Plan comprises the following:

- Part One – Implementation Section. This section contains the Structure Plan map and text outlining statutory planning provisions and requirements.
- Part Two – Explanatory Section. This section provides context and planning justification in support of the proposed Structure Plan amendment. It provides for the implementation of the statutory provisions outlined in Part One.
- Appendices - Contains relevant documents and reports prepared in support of the Structure Plan.

3 Operation

This Structure Plan constitutes a Structure Plan pursuant to the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

This Structure Plan commences operation upon the date this Structure Plan is approved by the Western Australian Planning Commission (**WAPC**).

4 Staging

There are no provisions relating to the staging of subdivision or development.

5 Subdivision and development requirements

5.1 Land use permissibility

Refer **Plan 1** – Structure Plan Map, which sets out the relevant zoning designations for land covered by the Structure Plan Area.

Land use permissibility within the Structure Plan Area shall be in accordance with the Structure Plan Map (Plan 1) and the City of Mandurah Local Planning Scheme, with the exception of Lot 4 (53-59) Lakes Road, Greenfields (the subject site) which shall have the following modifications to land use permissibility, as follows:

- Aged Care – P
- Consulting Rooms – P
- Hospital – P
- Medical Centre – P
- Office – P
- Recreation - Private – P

The land use permissibility symbols above have the same meaning as set out in the City's Local Planning Scheme.

The local government may, in considering an application for development approval for land within the Structure Plan Area, have due regard to the land uses contained within the Structure Plan.

Refer **Plan 1** – Structure Plan Map (amended).

5.2 Development requirements

5.2.1 General development standard

Development requirements within the 'Special Use (Healthcare)' area shall generally accord with the Local Planning Scheme development standards applicable to the 'Service Commercial' zone, except where prescribed in **Table 2** of this Structure Plan.

Table 2 – Development Standards for Structure Plan Area

Element	Development Standard										
Building Height	Building height shall generally be limited to three (3) storeys to a maximum height of 12 metres, excluding any projections for services, antennae, mechanical plant and/or building service requirements. Minor projections shall be suitably screened to minimise visual impact from surrounding areas.										
Street Setback	Street setbacks are to be a minimum 15m.										
Side Setback	Side setbacks are to be a minimum of 7.5m.										
Rear Setback	Rear setbacks are to be a minimum of 10m.										
Car Parking	Car Parking is to be provided in accordance with the following minimum requirements: <table border="1"> <tr> <td>Aged Care</td><td>▪ 1 bay per unit</td></tr> <tr> <td>Consulting Rooms</td><td>▪ 4 bays per consultant</td></tr> <tr> <td>Hospital</td><td> Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant </td></tr> <tr> <td>Medical Centre</td><td>▪ 1 bay per staff member, plus 2 bays per consultant/practitioner</td></tr> <tr> <td>Office</td><td>▪ 1 bay per 50m² GLA</td></tr> </table>	Aged Care	▪ 1 bay per unit	Consulting Rooms	▪ 4 bays per consultant	Hospital	Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant	Medical Centre	▪ 1 bay per staff member, plus 2 bays per consultant/practitioner	Office	▪ 1 bay per 50m ² GLA
Aged Care	▪ 1 bay per unit										
Consulting Rooms	▪ 4 bays per consultant										
Hospital	Parking for a hospital shall be inclusive of: ▪ 1 bay per two beds ▪ 4 bays per procedure room ▪ 1 bay per employee per largest weekday shift ▪ 1 bay per doctor/consultant										
Medical Centre	▪ 1 bay per staff member, plus 2 bays per consultant/practitioner										
Office	▪ 1 bay per 50m ² GLA										

5.2.2 Interface with adjoining properties

Development of land identified within the Structure Plan Area is consistent with the existing road and lot layout of the area. Interfaces to existing and future residential development to the north and west will be managed through appropriate built form responses.

5.2.3 Vehicle access

Vehicle access to the subject site is to generally accord with the two 'Future Access Point to Lakes Road' identified on the Structure Plan Map.

For all future development, a detailed Traffic Impact Assessment shall be undertaken using a suitably qualified traffic consultant, with development to comply with all necessary standards.

5.2.4 Noise

For all future development, a detailed acoustic assessment shall be undertaken using a suitably qualified acoustic consultant, with development to comply with the necessary legislative standards.

6 Local development plans

A local development plan is not required under this Structure Plan.

7 Other requirements

7.1 Infrastructure upgrades

The Structure Plan Area is capable of being serviced through the extension of existing services in the vicinity. No infrastructure upgrades are required to support the development or subdivision of the land.

8 Additional information

The following additional information is required to be submitted at the subdivision or development stage.

Additional information	Approval stage	Considerations	Consultation required
Acoustic Noise Assessment	Development Application	Demonstrate that development can achieve compliance with the Environmental Noise Regulations.	City of Mandurah
Transport Impact Assessment	Development Application	Demonstrate that development can achieve compliance with relevant technical standards and policies.	City of Mandurah
Waste Management Plan	Development Application	Demonstrate that development can achieve compliance with Waste Management requirements.	City of Mandurah

ATTACHMENT 2.2

Schedule of Submissions – Lakes Road Structure Plan Modification

Owner / Address	Submission (Summarised comments)	Comment
1. Rowe Group (on behalf of Wildpoint Pty Ltd and Numeruno Pty Ltd)	a. Primarily, submission objects to the introduction of hospital use on the subject site. b. Approved ODP (St John of God hospital), together with existing Peel Health Campus, established eastern side of Lakes Road as hub for regional medical activities. c. In comparison, western side of Lakes Road represents a well-established urban area (i.e. residential and aged care). d. Introduction of a hospital use would have the potential to undermine consolidation of the medical and health precinct on eastern side of Lakes Road. e. Splitting of the health precinct across Lakes Road promotes movement across the road – not only diluting the primacy and importance of the Peel Health Campus but also promotes unsafe pedestrian movements. f. There is clear and desirable intent for any private facility to have a close relationship with the public hospital – separation is not conducive to promoting the integration and relation between the public and private activities. g. A more appropriate movement network can be achieved on eastern side of Lakes Road with a limited number of controlled entry points. <u>City of Mandurah Planning Strategy:</u> h. Urban Form and Housing Strategy stipulates that the area should be designed for residential infill and development is to be harmonious	a. Noted. b. The City's Planning Strategy identifies the need for stand-alone healthcare facilities, but ultimately does not identify a specific site – notwithstanding surrounding approved Structure Plans. c. Noted, however the broader Mandurah East Structure Plan area includes a range of land uses. d. See comment b above. e. See comment b above, there are examples of “healthcare precincts” which are separated by road (e.g. Fiona Stanley & St John of God Hospitals). Notwithstanding this, the City recommends the preparation of a pedestrian access study to determine measures that improve pedestrian connectivity / safety. f. Noted, it is expected that any private healthcare provider would take site conditions into account. g. The City recommends the preparation of a pedestrian access study to consider improvement measures prior to development, whilst the final access design is subject to the development proposed and a detailed transport impact statement. h. Noted, however approved Local Structure Plans provide a localised planning framework – whilst there are examples of sites which have altered their Strategy

Schedule of Submissions – Lakes Road Structure Plan Modification

	and consistent with existing development. i. Introduction of hospital would not be consistent with the existing pattern. <u>Mandurah East Structure Plan:</u> j. Outlines intended future use of site as residential with front portion having mixed use opportunities (refer notes 5 and 8 of Structure Plan). k. Notwithstanding the potential mixed-use opportunities on a portion of the site, a hospital cannot be considered a preferred planning outcome given result of segregated health precinct. <u>SPP 7.2 Precinct Design and Guidelines</u> l. SPP 7.2 details how precincts should be planned. An additional hospital use on the western side of Lakes Road will represent a lack of understanding regarding physical context of the site. The decision maker would be ignoring the impact that Lakes Road would have on an established health precinct. m. In relation to community context, hospital use within an established residential area would not be harmonious with the built form of the area. From a pedestrian perspective, safer if hospital located on eastern side of Lakes Road	guided zoning via a Structure Plan. Furthermore, there are a range of land uses existing throughout the broader precinct. i. If proposed, there are examples of hospitals being approved which do not necessarily share an immediate boundary with the Peel Health Campus. The introduction of a hospital is considered to enhance the healthcare services available to the Mandurah and broader Peel regions. j. Noted. k. See comment i above. l. See comment i above. m. Development standards / requirements proposed are considered to mitigate any impacts on surrounding residential amenity. Given existing development to the west and north there is no opportunity for connectivity. The City recommends the preparation of a pedestrian access study to consider improvement measures prior to development, whilst the final access design is subject to the development proposed and a detailed transport impact statement.
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Schedule of Submissions – Lakes Road Structure Plan Modification

	<u>SPP 4.2 Activity Centres</u> n. Hospital on western side of Lakes Road will not promote a balanced access and movement network, and will make access across the precinct unsafe. Not an orderly and proper planning outcome, consistent with SPP4.2. <u>Liveable Neighbourhoods</u> o. Refer design element 4 'Movement', proposal will discourage efficient movement network across health precinct for following reasons: - Divided movement network will not support the operations and functions of existing campus; - Divided movement network will not prioritise affordable, efficient, sustainable and healthy modes of transport within the precinct and across Lakes Road; - Divided movement network will not ensure consolidated parking provision that is located centrally within the precinct; and, - Desired urban form to facilitate hospital on western side of Lakes Road will not provide convenient access to the already established Peel Health Campus services and facilities on the eastern side of Lakes Road. <u>Queen Elizabeth II Medical Centre and Murdoch Health and Knowledge Precinct</u> p. Development layouts for QEIMC and Murdoch Precinct demonstrate safe pedestrian movements through a more consolidated activity centre.	n. See comment g above. o. See comments below: - The proposal is considered to have the potential to provide alternative private healthcare services which will not necessarily rely on daily movements between the site. In any case, conditions are proposed which seek to improve connectivity subject to the development proposed; - See comment above, future development application will be required to consider movements to and from the site; - It is the expectation that parking is provided on-site given the potential to operate as a standalone development; and, - See comments above. p. Noted, however there are examples of expanded "health precincts" which are separated, which is subject to land availability. The City recommends
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Schedule of Submissions – Lakes Road Structure Plan Modification

	improvements to pedestrian and vehicle connectivity via various Structure Plan requirements / recommendations.
<u>Traffic Consultant Advice</u> q. All health-related uses should remain on eastern side of Lakes Road to provide the best possible traffic and road safety outcomes, due to: - Higher traffic generation to/from the subject site adding to the current and increasing traffic flows on Lakes Road; - Increased traffic flows will increase exposure and increase crash risk near the subject site; - Need to safely cater for pedestrian movements across hostile Lakes Road to service aging population and other vulnerable road users; and, - Due to the posted speed of Lakes Road being above Safe System Engineering guidelines, crashes involving these users may lead to serious and fatal injuries. <u>Additional Matters</u> r. 'Special Use' does not align with a zone or reserve listed under the City's Town Planning Scheme 3 – not in accordance with Planning Regulations. If progressed, WAPC would need to specifically resolve to endorse this component of the Structure Plan. <u>Summary / Key Concerns</u> s. Dilutes the primacy and importance of the Peel Health Campus;	q. Noted, see comments below: - The City is comfortable with the capacity of Lakes Road to accommodate the likely traffic associated with the proposed uses. In addition, a detailed traffic impact statement will be required to determine final access design. - Noted, see comment above. - Noted, the City recommends the preparation of a pedestrian access study to determine improvement measures to assist connectivity; and, - Noted, see comment above. r. Local Planning Scheme 12 includes such provisions, and at the time of writing is to become operational shortly. s. The proposed uses have the potential to be standalone developments but in close proximity to the Peel Health Campus, and therefore would be expected to enhance the

Schedule of Submissions – Lakes Road Structure Plan Modification

	t. Promotes unsafe pedestrian movements across the high frequency Lakes Road; u. Is inconsistent with movement and traffic network objectives along with built form and site context objectives outlined throughout established health precinct developments and associated planning frameworks in WA; v. Is inconsistent with the City's Planning Strategy as the area is intended for residential infill; w. Is inconsistent with SPP 7.2 and SPP 4.2 as the proposed hospital use would demonstrate a lack of understanding of the sites physical context, community context and governance context; and, x. Is inconsistent with Liveable Neighbourhoods as the proposed hospital use would promote unsafe and inefficient movement and accessibility throughout the site.	healthcare services available to the Mandurah and broader Peel region. t. Noted, the City recommends the preparation of a pedestrian access study to improve connectivity measures for pedestrians. u. Subject to the type of development proposed, further detailed work is to be undertaken in relation to the movement network. Furthermore, there are examples of "healthcare precincts" with similar site constraints; v. Noted, however the applicant is seeking an alternative outcome through a localised planning framework; w. Movement within the site and Lakes Roads is to be assessed in further detail at the development stage, once the land uses are determined and transport impact statement / pedestrian access study can be considered, whilst movement to the north and west is restricted due to the existing pattern of development / land use. The broader locality includes a range of land uses. x. See comment w above.
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3	SUBJECT:	Records Management Policy Review
	DIRECTOR:	Place and Community
	MEETING:	Council Meeting
	MEETING DATE:	22 February 2022

Summary

Good records management is a necessary element of good governance and integrity. The City's Record Management Policy was last updated in 2019. A recent internal service review of the City's Information Management activities recommended the Records Management Policy be strengthened to more accurately reflect current legislation and practices.

Council is requested to consider the proposed amendments to the current policy (refer *Attachment 3.1*), and adopt the revised Records Management Policy (refer *Attachment 3.2*). The proposed new Policy offers a more contemporary approach with greater rigour to the City's responsibilities.

Disclosure of Interest

Nil

Previous Relevant Documentation

• G.12/7/19	23 July 2019	Review of Council Policy Manual (Report 2)
• G.35/2/15	24 February 2015	Review of Council Policy Manual (Report 14)
• G.57/2/12	28 February 2012	Review of Council Policy Manual (Report 15)
• G.43/12/09	15 December 2009	Review of Council Policy Manual (Report 1)
• G.26/03/07	20 March 2007	Policy Manual Review (File: A00391)
• G.28/9/04	21 September 2004	Records Management Policy (File: A00137)

Background

The City has had a policy in place to guide its record management responsibilities since 2004, with several reviews and updates over time. In 2021, the City actioned a Service Review of the Information Management (recordkeeping) which resulted in a suite of recommendations to strengthen the City's recordkeeping capability. One of the recommendations was to review and update the recordkeeping Policy.

Consistent with recommendations of the review, the City's Records Management Policy POL-IMU 01 was updated with the following key amendments proposed:

- Expanded definitions to include: Corporate Record; Ephemeral Record; Record; Records Disposal; Significant Records; State Records; Vital Records.
- Expansion of the legislative context and addition of to include *Limitations Act 2005 and Financial Management Act 2006*
- Updated information relation to the elements of recordkeeping, including: Creation and Categorisation; Maintaining Records; Access to Records; Disposal and Destruction; Ephemeral Records; and the addition of training.
- Improved formatting
- Addition of Unauthorised Access information

Statutory Environment

The *State Records Act 2000 Act* (the Act) has specific provisions relating to the responsibility to create, manage and dispose of records in accordance with principles and standards issues by the State Records Commission.

In accordance with Section 19 of the Act, the City will ensure it endorses and maintains a Record Keeping Plan approved by the State Records Commission.

All Elected Members, employees and contractors are responsible for maintaining complete, accurate and reliable evidence of all business transactions, and ensuring all corporate records are retained within the City's official recordkeeping systems at the point of creation, regardless of the format, being in accordance with the following:

- *Criminal Code Act 1913*
- *Electronic Transactions Act 2011*
- *Evidence Act 1906*
- *Financial Management Act 2006*
- *Freedom of Information Act 1992*
- *Limitations Act 2005*
- *Local Government Act 1995*

Government organisations listed in the Schedule 1 of the Act are required, under Section 27 of the Act, to have a Recordkeeping Plan approved by their relevant Minister. The City's Recordkeeping Plan is used to define key business activities and functions and to demonstrate that record keeping tools are in place. The City's Recordkeeping Plan is currently under review and will be presented to Council later in 2022.

Policy Implications

The recommendation supports an update of the existing Records Management Policy POL-IMT 01

Financial Implications

There are no anticipated financial or budget implications resulting from the proposed Policy update.

Risk Analysis

Adoption of the revised Records Management Policy POL-IMT 01 will mitigate the risk of the City not having appropriate procedures in place to correctly manage corporate records, as well as mitigate the risk of legislative non-compliance.

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

The Records Management Policy provides guidance to the City's Elected Members, employees and contractors regarding the creation, storage, access and destruction of records. The policy amendments will allow the City to continue to effectively manage City records in a compliant, effective manner with greater clarity on roles and responsibilities.

As such, it is considered appropriate that the revised Records Management Policy is adopted by Council.

- Refer ***Attachment 3.1 Current Records Management Policy POL-IMT 01***
Attachment 3.2 Proposed New Records Management Policy POL-IMT 01

RECOMMENDATION

That Council adopts the proposed new Records Management Policy POL-IMT 01 as detailed in Attachment 3.2.

Objective:

To provide a record keeping framework to ensure that full and accurate records of all activities and decisions of Council are created, accessed, managed and retained or disposed of appropriately and in accordance with relevant legislation.

Statement:

Definitions

Employee – means all workers including apprentices, trainees, cadets, interns, work experience students, contractors, sub-contractors, consultants and volunteers.

General Disposal Authority (GDA) – The GDA for Local Government records is designed to provide consistency throughout Local Government in disposal activities and decisions. It is a continuing authority for the disposal and archival of records which document a Local Governments operation.

Record Keeping Plan – ensures that records are created, managed and maintained over time and disposed in accordance with principles and standards issued by the State Records Commission. It is the primary means of providing evidence of compliance with the State Records Act 2000 and that best practices have been implemented within the organisation.

The City of Mandurah (The 'City') is committed to creating and maintaining full and accurate records of its business transactions and official activities. In accordance with legislative requirements, the City is obliged to maintain a records management system that completely, accurately and reliably creates and maintains evidential records. Records created and received by employees are to be managed in accordance with the City's Approved Record Keeping Plan, this Policy and associated procedures.

Elements of Record Keeping

1. Creation - it is the responsibility of employees and elected members to ensure that full and accurate records are created of the City's business, operational and administrative activities in accordance with legislative requirements.
2. Capture and Control of Records – all records created and received in the course of City business are to be captured at the point of creation, with required metadata into appropriate record keeping and business systems, which are managed in accordance with sound record keeping principles.

Corporate records must not be maintained in email folders, shared folders (unless authorised), personal drives or external storage media, as these lack the necessary functionality to protect business information and records over time.

3. Security and Protection of Records – all records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorized access or destruction, and kept in accordance with necessary retrieval, preservation and storage requirements.
4. Access to Records - access to the City's records by employees will be in accordance with designated access and security classifications. Access to the City's records by the general public will be in accordance with the *Freedom of Information Act 1992*. Access to the City's records by

Elected Members will be through the Chief Executive Officer in accordance with the *Local Government Act 1995*.

5. Appraisal, Retention and Disposal of Records - records will only be destroyed or otherwise disposed of in accordance with the General Disposal Authority (GDA) for Local Government Records issued by the State Records Office, and following authorisation from the section manager and the Chief Executive Officer.

Roles and Responsibilities

Elected Members

Elected Member records must be created and kept which properly and adequately record the performance of member functions arising from their participation in decision making processes of all meetings where they represent Council on Committees or external bodies. This requirement should be met through the creation and retention of records of meetings of local government and other communications and transactions of Elected Members which constitute evidence affecting the accountability of Council and the discharge of its business.

Electioneering (or party political information) and personal records which are not related to an Elected Members official duties are exempt. Any correspondence received as part of their duties should be periodically returned to the City for registering into the appropriate record keeping system.

Chief Executive Officer

In accordance with section 5.41(h) of the *Local Government Act 1995*, the Chief Executive Officer is to ensure that records and documents of the local government are properly kept for the purpose of this act and any other written law'.

Executive and Managers

Executive and Managers are to ensure that all employees under their supervision comply with this policy and associated records management procedures and the City's Recordkeeping Plan.

Employees

Employees are to create, collect and retain records relating to business activities they perform. They are to identify significant records; ensure those records are registered into the record keeping system and that all records are handled in a manner commensurate with legislation and the City's policies and procedures for record keeping.

Information Management Unit

The Information Management Unit are responsible for providing a records management service which complies with this policy, associated procedures and any State Records Office requirements.

The City will ensure that appropriate practices are established to facilitate the ease of capture and management of all corporate records.

Responsible Directorate:	Strategy and Business
Reviewer:	Manager Customer Service and Information Management
Creation date:	Minute G.28/9/04, 21 September 2004
Amendments:	Minute G.26/03/07, 20 March 2007 Minute G.43/12/09, 15 December 2009 Minute G.57/2/12, 28 February 2012 Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	<i>State Records Act 2000</i> <i>Local Government Act 1995</i> <i>Freedom of Information Act 1992</i> <i>Evidence Act 1906</i> <i>Electronic Transactions Act 2011</i> <i>Criminal Code (s85)</i>

Council Policy

ATTACHMENT 3.2

1. Policy Objective

The City of Mandurah (the City) is committed to ensuring that its recordkeeping functions are undertaken to ensure that business transactions and activities are created and managed in a manner that is compliant, relevant, reliable and accurate.

The purpose of this policy is to ensure the City meets its statutory obligations consistent with the *State Records Act 2000* and operationalises legislative requirements into management practice. It articulates the principles of records management function and the approach to effective management of records.

2. Applicability

This policy is binding on all City of Mandurah Elected Members, employees and contractors.

2.1 Elected Members

All Elected Members are to create and maintain records relating to their role as a Council Member for City of Mandurah in line with legislation and State Government policies and procedures for the management of records. Political and personal records of Elected Members are exempt.

2.3 Chief Executive Officer

In accordance with section 5.41 of the *Local Government Act 1995*, the Chief Executive Officer is to "Ensure that records and documents of the local government are properly kept for the purpose of this act and any other written law".

2.4 Management (Directors, Executive Managers, Managers)

Management are to ensure that all employees under their supervision comply with this policy and associated records management procedures and the City's Recordkeeping Plan. Management is to ensure that all new staff attend all induction to their record keeping responsibilities and training sessions.

2.5 All Employees

All employees (including all staff, contractors, trainees, apprentices, cadets, interns, consultants, volunteers) are to create, collect and retain records relating to business activities they perform, including to:

- a) Identify significant and ephemeral records, ensuring that the significant records are captured into the record keeping system, and that all records are handled in a manner compliant with legislation and City of Mandurah's practices and procedures for record keeping.
- b) Ensure that only authorised disposal of records occur in accordance with the General Disposal Authority (GDA) for Local Government.

2.6 Information Management Unit

The Information Management Unit is responsible for providing a records management service which complies with the City's records keeping plan, policy and procedures, and WA State Records Office requirements.

3. Policy Statement

This policy establishes the City's position in relation to suitable definitions, accessibility to records, destruction of records, management of ephemeral records and training.

Records are recognised as an important information resource for the City of Mandurah, and it is accepted that sound records management practices will contribute to the overall efficiency and effectiveness of City of Mandurah. Due to legislative requirements, City of Mandurah is obliged to maintain a records management system that completely, accurately and reliably creates and maintains evidential records, and to dispose of those records only through an approved scheme.

This policy applies to all external and internal records, which are handled, received or generated by City of Mandurah, regardless of their physical format or media type.

4. Details

Elected Members, employees and contractors of the City will create full and accurate records, in the appropriate format, of the City's business decisions and transactions to meet all legislative, business, administrative, financial, evidential and historical requirements.

4.1 Creation and Categorisation

All records created and received in the course of City of Mandurah's business are to be captured at the point of creation, regardless of format, with required metadata, into appropriate recordkeeping and business systems that are managed in accordance with sound recordkeeping principles.

All records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorised access or destruction and kept in accordance with the necessary retrieval, preservation and storage requirements.

4.2 Maintaining Records

All records, which are made or received by City of Mandurah or an individual staff member during the course of City of Mandurah's business, are corporately owned by City of Mandurah. Therefore, are subject to the record keeping practices and procedures of City of Mandurah.

Registers are to be maintained of all records series and special categories, including by not limited to, registers of policies, assets, tenders and quotations, forms, vital records, files and contracts.

Records are not to be removed from City of Mandurah unless in accordance with the approved retention and disposal schedule, or in the custody of an officer performing official business.

4.3 Access to Records

Access to corporate records by Elected Members and Committee Members will be via the Chief Executive Officer in accordance with Section 5.92 of the *Local Government Act 1995*.

Access to corporate records by employees and contractors will be in accordance with designated access and security classifications.

Access to corporate records by the general public will be in accordance with the *Freedom of Information Act 1992*.

4.4 Disposal and Destruction

The Coordinator Information Management will dispose of all corporate records in accordance with the General Disposal Authority for Local Government Records and/or the General Disposal Authority for Source Records, following authorisation from the Chief Executive Officer.

4.5 Ephemeral Records

Ephemeral records may not be required to be placed within the City's official recordkeeping systems. Elected Members, employees or contractors may dispose of such ephemeral records once reference ceases.

4.6 Training

The Coordinator Information Management will make available training in relation to record keeping compliance, record keeping practices, policies and the records management system. Ongoing training and assistance is available upon request.

Elected Members will receive training as part of induction and ongoing support from the Information Management Unit.

DEFINITIONS

Corporate Record

Means any hard-copy, digital or online record that meets one or more of the following criteria:

- a. It conveys information essential or relevant in decision-making processes.
- b. It conveys information upon which others will, or may, use to make decisions affecting the City's operations, rights and obligations under legislation.
- c. It commits the City to certain courses of action, the commitment of resources or provision of services.
- d. It conveys information about matters of public safety or public interest, or involves information upon which contractual undertakings are entered into.
- e. The information is likely to be needed for future use, or is of historical value.

Ephemeral Records

Means any record that has no continuing value to the City, including duplicated records and/or those that have only short-term value with little or no on-going administrative, fiscal, legal, evidential or historical value. The City uses the guidelines contained within the *General Disposal Authority for Local Government Records* to determine which records are considered ephemeral.

General Disposal Authority

Means the General Disposal Authority for Local Government records (*the schedule*). It is designed to provide consistency throughout Local Governments in disposal activities and decisions. It is a continuing authority for the disposal and archival of records which document a Local Government's operations.

Records Management Policy

POL-IMT-01

Government Record

A record created or received by a government organisation or a government organisation employee in the course of their work for the organisation.

Record

Recorded information in any form, including data in computer systems, created or received and maintained by an organisation or person in the transaction of business and kept as evidence of such activity.

Record Keeping Plan

The Record Keeping Plan ensures that records are created, managed and maintained over time and disposed of in accordance with principles and standards issued by the State Records Commission. It is the primary means of providing evidence of compliance with the Act, and that best practices have been implemented in the organisation.

Records Disposal

Disposal is by way of depositing records in the State Archives, managing the records as designated by State Archives, or by destruction in accordance with policy.

Significant Records

Significant records contain information, which is of administrative, legal, fiscal, evidential or historical value, and are not recorded elsewhere on the public record. They describe a topic, record who was involved, why a decision was made, and may include actual guidelines.

State Record

A parliamentary or government record.

Vital Records

Vital records are essential to the continued business of City of Mandurah. Vital Records include those that protect the rights of the individual and the organisation, and are absolutely essential for reconstruction in the event of a disaster.

Legislative Context

The *State Records Act 2000 Act* (the Act) has specific provisions relating to the responsibility to create, manage and dispose of records in accordance with principles and standards issues by the State Records Commission.

In accordance with Section 19 of the Act, the City will ensure it endorses and maintains a Record Keeping Plan approved by the State Records Commission.

All Elected Members, employees and contractors are responsible for maintaining complete, accurate and reliable evidence of all business transactions, and ensuring all corporate records are retained within the City's official recordkeeping systems at the point of creation, regardless of the format, being in accordance with the following:

- *Criminal Code Act 1913*
- *Electronic Transactions Act 2011*
- *Evidence Act 1906*
- *Financial Management Act 2006*
- *Freedom of Information Act 1992*
- *Limitations Act 2005*
- *Local Government Act 1995*

Records Management Policy

POL-IMT-01

Review

At a minimum, this Council Policy will be reviewed every two years or every five years in line with Record Keeping Plan reviews.

Related Documents

These documents are mandatory and required to give effect to this policy:

City of Mandurah Record Keeping Plan

Responsible Directorate:	Place and Community
Responsible Department:	Information Management Unit
Reviewer:	Coordinator Information Management
Creation date and reference:	21 September 2004 Minute G.28/9/04
Last Review:	23 July 2019 Minute G.12/7/19

Amendments			
Version #	Council Approval Date, Reference	Date Document In force	Date Document Ceased
2	Minute G.26/03/07	20 March 2007	14 December 2009
3	Minute G.43/12/09	15 December 2009	27 February 2012
4	Minute G.57/2/12	28 February 2012	23 February 2015
5	Minute G.35/2/15	24 February 2015	22 July 2019
6	Minute G.12/7/19	23 July 2019	