

Public Agenda Briefing Forum - 10 September 2019 Attachments

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Submitter Number	Submission Content	Applicant/ Owner Response	City of Kalamunda Response
1	<u>Comment – Total number of submissions: 1</u>	<i>I think the policy needs to stipulate whether or not car parking is required to be sealed drained and line marked and also mention the requirements for Australian Standards for Acrod bays. If there are two or more entry points then mentioning way finding signage. Link this policy to the Signage Policy, ask that applicants address signage in their development applications for consulting rooms. There should be locations where the City will see consulting rooms as more favourable. Should they be within certain proximity to an activity centre or located on activity corridors?</i>	<p>In response, the following modifications have been made to the draft policy:</p> <ul style="list-style-type: none"> - A section outlining car parking requirements (7.5) has been added to the policy which states: - the number of ACROD bays provided is to be in accordance with the Building Codes of Australia. - The car parking areas are to be trafficable, drained and line marked. - Car parking areas should be clearly sign posted. - A provision has been added under the built form section (7.2) which states signage shall have a residential appearance and character. - A section detailing unacceptable locations for consulting rooms has also been added to the policy. (7.1).
2	<u>Non-objection - Total number of submissions: 1</u>	<i>I do not object to proposal for consulting rooms in residential areas. As long time resident of Roleystone, more than 40 years ago I watched a large planned</i>	Noted.

		<p><i>development area for the village centre and shopping precinct put in place by the Council and a developer. The community did not grow as fast as anticipated. A few short year later, the developer lobbied the Council to rezone much of the land back to residential and sold it off for housing. As the community grew, the commercial precinct could not grow with it due to be surrounded by housing. This has had a negative impact on the addition of additional amenities to service the increasing population which can still be felt today. The proposed Kalamunda Activity Centre, although bigger than Roleystone, is surrounded by residential housing and could come under a similar pressure in the future. Allowing consulting rooms in these areas will help take the pressure off of the Activity Centre when and if that time comes.</i></p>	
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Local Planning Policy 20 – Consulting Rooms in Residential Areas

Management Procedure

Relevant Delegation

Purpose

1. Background:

This policy has been prepared to ensure Consulting Rooms in Residential Areas maintain high quality residential amenity and provide an opportunity for small scale Consulting Rooms to be established to service local communities.

The Local Planning Scheme No.3 (LPS3) was amended to enable development applications for 'Consulting Rooms' to be considered in areas zoned Residential and designated Residential under a Structure Plan.

2. Application of the Policy:

All development applications seeking approval for the land use of 'Consulting Rooms' within areas zoned Residential or designated Residential under a structure plan must give due regard to this policy.

3. Statutory Authority / Legal Status:

This Policy has been prepared under and in accordance with Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations) and Part 7 of the Residential Design Codes of Western Australia (R-Codes).

3.1. Relationship to Local Planning Scheme No.3:

The planning policy has been prepared, advertised and adopted pursuant to Part 2 of LPS3. The policy augments and is to be read in conjunction with the provisions of LPS3 relating to development.

If there is a conflict between this Local Planning Policy and LPS3, the Scheme prevails.

3.2. Relationship to other State Planning/ Development Control Policies:

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

- a) State Planning Policy 1 – State Planning Framework
- b) State Planning Policy 7.3 – Residential Design Codes
- c) State Planning Policy 3.7 Planning in Bushfire Prone Areas
- d) State Planning Policy - Liveable Neighbourhoods

This policy must be read in conjunction with City of Kalamunda Local Planning Policies. Local Planning Policies relevant to this policy are:

- a) Local Planning Policy - 15 - Outbuildings and Sea Containers
- b) Local Planning Policy 11 - Public Notification of Planning Proposals
- c) Local Planning Policy 13 - Street Fence, Wall and Gate Policy
- d) Local Planning Policy 8 - Retention and Upgrade of Grouped Dwellings
- e) Local Planning Policy 9 - Dual Density Design Guidelines
- f) Local Planning Policy 2 – Advertising Signage

4. Policy Objectives:

The objectives of this policy are to:

- a) ensure Consulting Rooms maintain the amenity and character of the Residential areas in which they are proposed; and
- b) to streamline the assessment process for Consulting Room proposals.

5. Definition of Consulting Rooms:

The use classification of 'Consulting Rooms' is defined in Schedule 1 of LPS 3 as follows:

"Consulting rooms means premises used by no more than two health consultants for the investigation or treatment of human injuries or ailments and for general care."

6. Policy Statement:

In considering applications for consulting rooms within residential areas, the location, siting and design of the consulting room shall be assessed. Efforts should be made to ensure the development does not have an adverse impact on the residential character and amenity of surrounding areas. Additional traffic and parking should be minimised in the residential area.

Development Applications must demonstrate acceptable impact with regard to:

- a) traffic impacts;
- b) noise attenuation;
- c) visual privacy;
- d) overshadowing; and
- e) established streetscape and urban design.

7. Details:

In assessing any Development Application for consulting rooms, the following will be considered:

7.1. Location:

- a) In order to avoid the adverse cumulative impacts of non-residential development in a residential area, the following will not be supported:
 - i. a consulting room that would contribute to the concentration of non-residential uses along a street; or
 - ii. abutting an existing or located in close proximity to another consulting room.
- b) Battle-axe lots or sites located at the head of cul-de-sacs should be avoided as they limit the opportunity for the provision of car parking and can cause traffic problems due to the concentration of activity.

7.2. Built Form:

- a) Any associated signage shall have a residential appearance, character and size that does not detract from the residential character of the area in accordance with Local Planning Policy 2 – Advertising Signage.
- b) Building design shall be consistent with the prevailing streetscape;
- c) Bulk and scale shall be suitable in the context of the development; and
- d) Setbacks are to be consistent with the zone provisions and prevailing streetscape.

7.3. Landscaping:

- a) A landscaping plan is to be submitted for consideration prior to determination;
- b) Where parking is proposed within the front setback areas, a minimum two (2) metre wide landscaping strip is to be provided between the lot boundary to any road frontage and the proposed car parking;
- c) One (1) shade tree with a minimum pot size of 90L is required for every two (2) car parking bays, including accessible bays;
- d) Adjoining verge areas are required to be landscaped, reticulated and maintained to the satisfaction of the City;
- e) Verge areas are not permitted to be paved, constructed, or sealed, with the exception of crossovers and footpaths.

7.4. Hours of Operation:

The days and hours of operation for a consulting room shall not exceed the following:

- a) 8.00am to 7.00pm, Monday to Friday;
- b) 9.00am to 5.00pm, Saturday; and
- c) Closed on Sundays or Public Holidays.

7.5. Car Parking :

- a) The number of car bays to be provided is to be in accordance with the scheme;
- b) All visitor and staff parking associated with the proposed development shall be contained wholly within the property boundaries.
- c) The number of ACROD bays provided is to be in accordance with the Building Codes of Australia;
- d) All car parking is to be provided on-site in accordance with AS2890.1; no verge parking is permitted;
- e) Car parking in front of consulting rooms should be minimised to maintain a residential streetscape. Car parking should, where practicable, be located at the rear of the building and the location clearly sign-posted;
- f) Tandem car parking will be considered for employee parking only and must be clearly designated as such; and
- g) Car parking areas are to be trafficable, drained and line marked to the satisfaction of the City of Kalamunda.

7.5. Public Consultation:

As a minimum, all applications for the development of new consulting rooms or a change of land use to consulting rooms will be advertised for comment, by way of letters to adjoining and nearby landowners, for a period of 14 days in accordance with Local Planning Policy 11- Public Notification of Planning Proposals.

Related Local Law				
Related Policies	<p>Local Planning Policy 15 - Outbuildings and Sea Containers Local Planning Policy 11 - Public Notification of Planning Proposals Local Planning Policy 13 Street Fence, Wall and Gate Policy Local Planning Policy 8 - Retention and Upgrade of Grouped Dwellings Local Planning Policy 9 Dual Density Design Guidelines Local Planning Policy 2 – Advertising Signage</p>			
Related Budget Schedule				
Legislation	<p>Local Government Act 1995 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015</p>			
Conditions				
Authority				
Adopted	<table border="1"> <tr> <td></td> <td>Next Review Date</td> <td></td> </tr> </table>		Next Review Date	
	Next Review Date			

City of Kalamunda

PARKING AND PARKING FACILITIES LOCAL LAW 2019

*Local Government Act 1995***City of Kalamunda****Parking and Parking Facilities Local Law 2019**

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*Local Government Act 1995***City of Kalamunda****Parking and Parking Facilities Local Law 2019**

Under the powers conferred on it by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Kalamunda resolved on 2019 to make the following local law.

Part 1 - Preliminary**1.1 Citation**

This local law may be cited as the *City of Kalamunda Parking and Parking Facilities Local Law 2019*.

1.2 Application

- (1) Subject to subclause (2), this local law applies to the parking region.
- (2) This local law does not apply to a parking facility or a parking station that is not occupied by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (3) The agreement referred to in subclause (2) may be made on such terms and conditions as the parties may agree.

1.3 Commencement

This local law will come into operation on the fourteenth day after the day on which it is published in the *Government Gazette*.

1.4 Repeal

The *Shire of Kalamunda Parking and Parking Facilities Local Law 2008* published in the *Government Gazette* on 14 January 2009 is repealed.

1.5 Interpretation

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorised person means a person authorised by the local government under section 9.10 of the Act, to perform any of the functions of an authorised person under this local law;

authorised vehicle means a vehicle authorised by the local government, CEO, authorised person or by any written law to park on a thoroughfare or parking facility;

bicycle has the meaning given to it by the Code;

built up area means an area in which there are buildings on the land next to the road;

bus has the meaning given to it by the Code;

bus embayment has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan means a vehicle that is fitted or designed to allow human habitation, and which is drawn by another vehicle, or which is capable of self-propulsion;

carriageway means a portion of thoroughfare that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders, and areas, including embayment's, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a thoroughfare has two or more of those portions divided by a median strip, the expression means each of those portions, separately;

centre in relation to a carriageway, means a line or a series of lines, marks or other indications -

- (a) for a two-way carriageway – placed so as to delineate vehicular traffic travelling in different directions; or
- (b) in the absence of any such lines, marks or other indications – the middle of the main, travelled portion of the carriageway;

children's crossing has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

Code means the *Road Traffic Code 2000*;

commercial vehicle means a motor vehicle constructed, fitted or adapted for the conveyance of goods, materials or merchandise of any kind used in any trade, business or industry and which is used primarily for that purpose;

disability parking permit has the meaning given to it by the *Local Government (Parking for People with Disabilities) Regulations 2014*;

district means the district of the local government;

driver means any person driving or in control of a vehicle;

edge line for a carriageway means a line marked along the carriageway at or near the far left or the far right of the carriageway;

emergency vehicle has the meaning given to it by the Code;

footpath has the meaning given to it by the Code;

GVM (which stands for gross vehicle mass) has the meaning given to it by the *Road Traffic (Vehicles) Act 2012*;

heavy vehicle means a vehicle with a GVM of 4.5 tonnes or greater;

kerb means a line of stone or concrete forming an edge between a pavement and a roadway;

loading zone has the meaning given to it by the Code;

local government means the Shire of Kalamunda;

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

metered space means a section or part of a parking station, which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked on payment of a fee or charge;

motor cycle has the meaning given to it by the Code;

motor vehicle means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

no parking area has the meaning given to it by the Code;

no parking sign means a sign with the words no parking in red letters on a white background, or the letter P within a red annulus and a red diagonal line across it on a white background;

no stopping area has the meaning given to it by the Code;

no stopping sign means a sign with the words no stopping or no standing in red letters on a white background, or the letter S within a red annulus and a red diagonal line across it on a white background;

occupier has the meaning given to it by the Act;

owner -

- (a) where used in relation to a vehicle licensed under the *Road Traffic Act*, means the person in whose name the vehicle has been registered under that *Road Traffic Act*;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

park, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of -

- (a) avoiding conflict with other traffic;
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods (*maximum of 2 minutes*);

parking area has the meaning given to it by the Code;

parking facilities includes land, buildings, shelters, parking stalls and other facilities open to the public generally for the parking of vehicles, and signs, notices and facilities used in connection with the parking of vehicles;

parking region means the area described in Schedule 1;

parking scheme means the mapped record of the local government, which details the location of parking facilities, parking stall layout and any parking time restrictions, parking prohibitions and special uses like bus or taxi zones, that are applied to those parking facilities;

parking stall means a section or part of a thoroughfare or of a parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked;

parking station means any land or structure provided for the purpose of accommodating vehicles;

pedestrian crossing has the meaning given to it by the Code;

public bus has the meaning given to it by the Code;

public place means any place to which the public has access whether or not that place is on private property;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

reserve means any land -

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an otherwise unvested facility within section 3.53 of the Act;

Road Traffic Act means the *Road Traffic Act 1974*;

Schedule means a Schedule to this local law;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols, and which is placed on or near a thoroughfare or within a parking station or reserve for the purpose of prohibiting, regulating, guiding, directing or restricting the parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

symbol includes any symbol specified by Australian Standard 1742.11-1999 – “Manual of uniform traffic control devices and any symbol specified from time to time by the code for use in the regulation of parking, and any reference to the wording of any sign in this local law shall be also deemed to include a reference to the corresponding symbol;

taxi means a taxi within the meaning of the *Taxi Act 1994* or a taxi-car in section 47Z of the *Transport Co-ordination Act 1966*;

taxi zone has the meaning given to it by the Code;

thoroughfare has the meaning given to it by the Act;

ticket issuing machine means a machine or device which issues, as a result of money or other form of permitted payment being inserted into the machine, a ticket showing the period during which it is lawful to remain parked in the area to which the machine relates;

traffic island has the meaning given to it by the Code;

trailer means any vehicle without motor power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include the rear portion of an articulated vehicle, or a side car;

vehicle has the meaning given to it by the Code; and

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line but does not include a footpath.

1.6 Application of particular definitions

- (1) For the purposes of the application of the definitions 'no parking area' and 'parking area' an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.
- (2) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the *Road Traffic Act* or in the Code, then the term shall have the meaning given to it in that Act or the Code.

1.7 Pre-existing signs

- (1) A sign that -
 - (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this local law; and
 - (b) relates to the parking of vehicles within the parking region,
 shall be deemed for the purposes of this local law to have been erected by the local government under the authority of this local law.
- (2) An inscription or symbol on a sign referred to in subclause (1) operates and has effect according to its literal meaning, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it related to the parking of vehicles.
- (3) The provisions of Parts 2, 3 and 4 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.8 Classes of vehicles

For the purpose of this local law, vehicles are divided into classes as follows -

- (a) buses;

- (b) commercial vehicles;
- (c) motorcycles and bicycles;
- (d) taxis; and
- (e) all other vehicles.

1.9 Part of thoroughfare to which sign applies

Where under this local law the parking of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which -

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign beyond that sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.10 Powers of the local government

The local government may prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region, but must do so consistently with the provisions of this local law.

Part 2 - Parking stalls and parking stations

2.1 Determination of parking stalls and parking stations

- (1) The local government may by resolution constitute, determine and vary and also indicate by signs -
 - (a) parking stalls;
 - (b) parking stations;
 - (c) no parking areas or no stopping areas;
 - (d) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
 - (e) permitted classes of vehicles which may park in parking stalls and parking stations;
 - (f) permitted classes of persons who may park in specified parking stalls or parking stations; and
 - (g) the manner of parking in parking stalls and parking stations.
- (2) Where the local government makes a determination under subclause (1) it shall erect signs to give effect to the determination.
- (3) Where the local government makes a determination under subclause (1) it shall record the details and effect in the parking scheme.

2.2 Vehicles to be within parking stall on thoroughfare

- (1) Subject to subclauses (2), (3) and (4), a person shall not park a vehicle in a parking stall in a thoroughfare otherwise than -
 - (a) parallel to and as close to the kerb as is practicable;
 - (b) wholly within the stall; and
 - (c) headed in the direction of the movement of traffic on the side of the thoroughfare in which the stall is situated.
- (2) Subject to subclause (3), where a parking stall in a thoroughfare is set out otherwise than parallel to the kerb, then a person must park a vehicle in that stall wholly within it.
- (3) If a vehicle is too long or too wide to fit completely within a single parking stall then the person parking the vehicle shall do so within the minimum number of parking stalls needed to park that vehicle.
- (4) A person shall not park a vehicle partly within and partly outside a parking area.

2.3 Parking prohibitions and restrictions

- (1) A person shall not -
 - (a) park a vehicle so as to obstruct an entrance to, or an exit from a parking station, or an access way within a parking station;
 - (b) except with the permission of the local government or an authorised person, park a vehicle on any part of a parking station contrary to a sign referable to that part;
 - (c) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle; or
 - (d) park or attempt to park a vehicle in a parking stall in which another vehicle is parked, but this paragraph does not prevent the parking of a motorcycle and a bicycle together in a stall marked 'M/C', if the bicycle is parked in accordance with subclause (2).
- (2) No person shall park any bicycle -
 - (a) in a parking stall other than in a stall marked 'M/C'; and
 - (b) in such stall other than against the kerb.
- (3) Notwithstanding the provisions of subclause (1)(b), a driver may park a vehicle in a permissive parking stall or station (except in a parking area for people with disabilities) for twice the length of time allowed, provided that -
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a person with disabilities to which the disability parking permit relates is either the driver of or a passenger in the vehicle.

2.4 Parking stations equipped with a ticket issuing machine

- (1) If a parking station is equipped with a ticket issuing machine a person shall not park or stop a vehicle or permit a vehicle to remain parked in the parking station during its hours of operation unless-
 - (a) the appropriate fee has been inserted into a ticket issuing machine or payment otherwise made in accordance with the operating instructions printed on the ticket issuing machine;
 - (b) the ticket issued by the ticket issuing machine is displayed inside the vehicle so that the date, time of issue and expiry time of the ticket are able to be read by an authorised person outside the vehicle; and
 - (c) the ticket has not expired.

2.5 Operation of ticket issuing machines

- (1) A person shall not insert or cause to be inserted or attempt to insert anything into a ticket issuing machine other than money or other forms of payment permitted by the local government.
- (2) A person shall not operate or attempt to operate a ticket issuing machine except in accordance with the operating instructions appearing on the ticket issuing machine.
- (3) A person shall not alter, add to or deface a ticket issued by a ticket issuing machine.
- (4) For the purposes of subclause (1), a reference to “other forms of payment” includes a permit, ticket, pass, voucher, credit card or any other form of payment permitted by the local government.

2.6 Parking stations having attendants on duty

If a parking station has a parking attendant on duty a person shall not park or stop a vehicle or permit a vehicle to remain parked in the parking station during its hours of operation unless the appropriate fee is paid upon demand.

2.7 Parking stations making provision for payment on departure

If a parking station makes provision for payment on departure of a vehicle:-

- (a) a person shall not remove a vehicle from the parking station unless the appropriate fee has been paid for the period during which the vehicle was parked; and
- (b) where the ticket issued when the vehicle entered the parking station is not produced on departure the fee for parking shall be calculated from the time the parking station opened on that day to the time of departure.

2.8 Parking in metered space

A person shall not park or stop a vehicle or permit a vehicle to remain parked in a metered space in a parking station unless-

- (a) the appropriate fee has been inserted into the parking meter; and
- (b) the parking meter referable to that metered space does not exhibit or display the sign 'Expired', a negative time or an expiry indicator light.

2.9 Behaviour in parking stations

- (1) A person shall not loiter in a parking station.
- (2) A person shall not remain in a parking station after having been directed to leave the parking station by an authorised person.

2.10 Damage to parking facilities or parking station

A person shall not remove, damage, deface, interfere with or misuse any part of a parking facility or parking station or attempt to do any of those acts.

Part 3 - Parking generally

3.1 Restrictions on parking in particular areas

- (1) Subject to subclause (2), a person shall not park a vehicle in a thoroughfare or part of a thoroughfare, or part of a parking station-
 - (a) if by a sign it is set apart for the parking of vehicles of a different class;
 - (b) if by a sign it is set apart for the parking of vehicles by persons of a different class; or
 - (c) during any period when the parking of vehicles is prohibited by a sign.
- (2) If -
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a disabled person to which disability parking permit relates is either the driver of the vehicle or a passenger in the vehicle,

the driver may park a vehicle in a thoroughfare or a part of a thoroughfare or part of a parking station, except in a thoroughfare or a part of a thoroughfare or part of a parking station to which a disabled parking sign relates, for twice the period indicated on the sign.
- (3) A person shall not park a vehicle -
 - (a) in a no parking area;
 - (b) in a parking area, except in accordance with both the signs associated with the parking area and with this local law; or
 - (c) in a stall marked 'M/C', unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.
- (4) A person shall not park a motor cycle without a sidecar or a trailer, or a bicycle, in a parking stall, unless the stall is marked 'M/C'.

- (5) A person shall not, without the prior permission of the local government, the CEO, or an authorised person, park a vehicle in an area designated by a sign stating 'Authorised Vehicles Only'.

3.2 Parking vehicle on a carriageway

- (1) A person parking a vehicle on a carriageway other than in a parking stall shall park it -
- (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous dividing line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) so that both the front and the rear of the vehicle are not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and
 - (e) so that it does not obstruct any vehicle on the carriageway,
- unless otherwise indicated on a parking sign or markings on the roadway.
- (2) In this clause, 'continuous dividing line' means –
- (a) a single continuous dividing line only;
 - (b) a single continuous dividing line to the left or right of a broken dividing line; or
 - (c) 2 parallel continuous dividing lines.

3.3 When parallel and right-angled parking apply

Where a traffic sign associated with a parking area is not inscribed with the words 'angle parking' (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is -

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and
- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

3.4 When angle parking applies

- (1) This clause does not apply to -
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load of over 4.5 tonnes; or
 - (b) a person parking either a motor cycle without a trailer or a bicycle.
- (2) Where a sign associated with a parking area is inscribed with the words 'angle parking' (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway, unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

3.5 General prohibitions on parking

- (1) This clause does not apply to a vehicle parked in a parking stall, nor to a bicycle in a bicycle rack.
- (2) Subclauses (3)(c), (e) and (g) do not apply to a vehicle which parks in a bus embayment.
- (3) Subject to any law relating to intersections with traffic control signals, a person shall not park a vehicle so that any portion of the vehicle is -
 - (a) between any other stationary vehicle and the centre of the carriageway;
 - (b) on or adjacent to a median strip;
 - (c) obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway;
 - (d) alongside or opposite any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) on or within 10 metres of any portion of a carriageway bounded by a traffic island;
 - (f) on any footpath or pedestrian crossing;
 - (g) between the boundaries of a carriageway and any double longitudinal line consisting of two continuous lines, or between a double longitudinal line consisting of a continuous line and a broken or dotted line and the boundary of a carriageway nearer to the continuous line, unless there is a distance of at least 3 metres clear between the vehicle and the double longitudinal line;
 - (h) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (i) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug;

- (j) within 3 metres of a public letter box, unless the vehicle is being used for the purposes of collecting postal articles from the letter box;
- (k) within 10 metres of the nearer property line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is parked; or
- (l) in a cul-de-sac so as to obstruct the turning of vehicles within the cul-de-sac,

unless a sign or markings on the carriageway indicate otherwise.

- (4) A person shall not park a vehicle so that any portion of the vehicle is within 10 metres of the departure side of -
 - (a) a sign inscribed with the words 'Bus Stop' or 'Hail Bus Here' (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children's crossing or pedestrian crossing.
- (5) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of the approach side of -
 - (a) a sign inscribed with the words 'Bus Stop' or 'Hail Bus Here' (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children's crossing or pedestrian crossing.
- (6) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

3.6 Authorised person may order vehicle on thoroughfare to be moved

The driver of a vehicle shall not park that vehicle or allow that vehicle to remain parked on any part of a thoroughfare in contravention of this local law after an authorised person has directed the driver to move it.

3.7 Authorised person may mark tyres

- (1) An Authorised Person may mark the tyres of a vehicle parked in a parking facility with chalk or any other non-indelible substance for a purpose connected with or arising out of his or her duties or powers.
- (2) A person shall not remove a mark made by an authorised person so that the purpose of the affixing of such a mark is defeated or likely to be defeated.

3.8 No parking of vehicles to avoid time limitation

- (1) Where the parking of vehicles in a parking facility is permitted for a limited time, a person shall not permit a vehicle to be parked or otherwise remain within the parking facility so that the total time of parking exceeds the maximum time allowed for parking in the parking facility.

- (2) Where the parking of vehicles in a thoroughfare is permitted for a limited time, a person shall not permit a vehicle to be parked or otherwise remain along that thoroughfare so that the total time of parking exceeds the maximum time permitted, unless the vehicle has first been removed from the thoroughfare for at least two hours.

3.9 No parking of vehicles exposed for sale and in other circumstances

A person shall not park a vehicle on any portion of a thoroughfare -

- (a) for the purpose of exposing it for sale;
- (b) if that vehicle is not licensed under the Road Traffic Act;
- (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

3.10 Parking on private land

- (1) In this clause a reference to 'land' does not include land -
 - (a) which belongs to the local government;
 - (b) of which the local government is the management body under the *Land Administration Act 1997*;
 - (c) which is an 'otherwise unvested facility' within section 3.53 of the Act; or
 - (d) which is the subject of an agreement referred to in clause 1.2(2).
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles of a specified class or classes on the land for a limited period, a person shall not park a vehicle on the land otherwise than in accordance with the consent.

3.11 Parking on reserves

No person other than an employee of the local government in the course of his or her duties, or a person authorised by the local government, shall drive or park a vehicle upon or over any portion of a reserve, other than upon an area specifically set aside for that purpose.

3.12 Suspension of parking limitations for urgent, essential or official duties

- (1) Where by a sign the parking of vehicles is permitted for a limited time on a portion of a thoroughfare or parking facility, the local government, the CEO or an authorised person may, subject to the Code, permit a person to park a vehicle in that portion of the thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties.

- (2) Where permission is granted under subclause (1), the local government, the CEO or an authorised person may prohibit the use by any other vehicle of that portion of the thoroughfare or parking facility to which the permission relates, for the duration of that permission.

Part 4 - Parking and stopping generally

4.1 No stopping and no parking signs, and yellow edge lines

- (1) A driver shall not stop on a length of carriageway, or in an area, to which a 'no stopping' sign applies.
- (2) A driver shall not stop on a length of carriageway or in an area to which a 'no parking' sign applies, unless the driver is-
 - (a) dropping off, or picking up, passengers or goods;
 - (b) does not leave the vehicle unattended; and
 - (c) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.
- (3) In this clause, ***unattended***, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.
- (4) A driver shall not stop at the side of a carriageway marked with a continuous yellow edge line.

4.2 Setting aside parking for persons authorised by the local government

- (1) The local government may indicate by signs that all or part of a parking station or thoroughfare is set aside during the period indicated on the signs for the parking of vehicles by persons authorised by the local government.
- (2) Where a person is authorised under subclause (1) the local government shall issue a written permit to the person.
- (3) A person shall not park or stop a vehicle or permit a vehicle to remain parked in any area which is set aside under subclause (1) unless a permit issued under subclause (2) is displayed inside the vehicle so that it can be read by an authorised person from outside the vehicle.
- (4) The local government may revoke a permit issued under subclause (2) at any time.

4.3 Trading from parked or stopped vehicles

- (1) A person shall not park or stop a vehicle or permit a vehicle to remain parked in a parking station or on a thoroughfare for the purpose of trading from that vehicle other than in accordance with a permit issued by the local government pursuant to the "*Shire of Kalamunda Trading on Thoroughfares and Public Places Local Law 2008*" as amended from time to time.

- (2) In this clause **trading** has the same meaning as in the “Shire of Kalamunda Trading on Thoroughfares and Public Places Local Law 2008”/” as amended from time to time.

4.4 Setting aside parking for events

- (1) The local government may indicate by signs that all or any part of a parking station, thoroughfare or public place is set aside during the period indicated on the signs for the parking of vehicles by persons attending a particular event.
- (2) A person shall not park or stop a vehicle or permit a vehicle to remain parked in any area which is set aside under subclause (1) unless a ticket obtained from the local government relating to the event is displayed inside the vehicle so that it can be read by an authorised person from outside the vehicle.

Part 5 - Stopping in zones for particular vehicles

5.1 Stopping in a loading zone

A person shall not stop a vehicle in a loading zone unless it is -

- (a) a commercial vehicle and a person is continuously engaged in the picking up or setting down of goods, merchandise or materials from the vehicle; or
- (b) a motor vehicle taking up or setting down passengers,

but, in any event, shall not remain in that loading zone -

- (c) for longer than a time indicated on the 'loading zone' sign; or
- (d) longer than 30 minutes (if no time is indicated on the sign).

5.2 Stopping in a taxi zone or a bus zone

- (1) A driver shall not stop in a taxi zone, unless the driver is driving a taxi.
- (2) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the 'bus zone' sign applying to the bus zone.

5.3 Stopping in a mail zone

A person shall not stop a vehicle in a mail zone, unless the vehicle is being used for the purpose of collecting postal articles from a post box.

5.4 Other limitations in zones

A person shall not stop a vehicle in a zone to which a traffic sign applies if stopping the vehicle would be contrary to any limitation in respect to classes of persons or vehicles, or specific activities allowed, as indicated by additional words on a parking sign that applies to the zone.

Part 6 - Other places where stopping is restricted

6.1 Stopping in a shared zone

A driver shall not stop in a shared zone unless -

- (a) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law;
- (b) the driver stops in a parking bay and the driver is permitted to stop in the parking bay under this local law;
- (c) the driver is dropping off, or picking up, passengers or goods; or
- (d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

6.2 Double parking

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is between any other stopped vehicle and the centre of the carriageway.
- (2) This clause does not apply to -
 - (a) a driver stopped in traffic; or
 - (b) a driver angle parking on the side of the carriageway or in a median strip parking area, in accordance with this local law.

6.3 Stopping near an obstruction

A driver shall not stop on a carriageway near an obstruction on the carriageway, in a position that further obstructs traffic on the carriageway.

6.4 Stopping on a bridge or in a tunnel, etc.

- (1) A driver shall not stop a vehicle on a bridge, causeway, ramp or similar structure unless -
 - (a) the carriageway is at least as wide on the structure as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.
- (2) A driver shall not stop a vehicle in a tunnel or underpass unless -
 - (a) the carriageway is at least as wide in the tunnel or underpass as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver of a motor vehicle stops at a bus stop, or in a bus zone or parking area marked on the carriageway, for the purpose of setting down or taking up passengers.

6.5 Stopping on crests, curves, etc.

- (1) Subject to subclause (2), a driver shall not stop a vehicle on, or partly on, a carriageway, in any position where it is not visible to the driver of an overtaking vehicle, from a distance of 90 metres within a built-up area, and from a distance of 190 metres outside a built-up area.
- (2) A driver may stop on a crest or curve on a carriageway that is not in a built-up area if the driver stops at a place on the carriageway, or in an area, to which a parking sign applies and the driver is permitted to stop at that place under this local law.

6.6 Stopping near a fire hydrant etc

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within one metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless -
 - (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the taxi unattended.
- (2) In this clause a driver leaves the vehicle 'unattended' if the driver leaves the vehicle so the driver is over 3 metres from the closest point of the vehicle.

6.7 Stopping at or near a bus stop

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side of a bus stop, or within 10 metres of the departure side of a bus stop, unless -
 - (a) the vehicle is a public bus stopped to take up or set down passengers; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking sign applies, and the driver is permitted to stop at that place under this local law.
- (2) In this clause -
 - (a) distances are measured in the direction in which the driver is driving; and
 - (b) a trailer attached to a public bus is deemed to be a part of the public bus.

6.8 Stopping on a path, median strip, or traffic island

The driver of a vehicle (other than a bicycle or an animal) shall not stop so that any portion of the vehicle is on a path, traffic island or median strip, unless the driver stops in an area to which a parking sign applies, and the driver is permitted to stop at that place under this local law.

6.9 Stopping on verge

- (1) A person shall not -
 - (a) stop a vehicle (other than a bicycle);
 - (b) stop a heavy vehicle or bus, or a trailer or caravan unattached to a motor vehicle; or
 - (c) stop a vehicle during any period when the stopping of vehicles on that verge is prohibited by a sign adjacent and referable to that verge,so that any portion of it is on a verge.
- (2) Subclause (1)(a) does not apply to the person if he or she is the owner or occupier of the premises adjacent to that verge, or is a person authorised by the owner or occupier of those premises to stop the vehicle so that any portion of it is on the verge.
- (3) Subclause (1)(b) does not apply to a commercial vehicle when it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from or delivered to the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

6.10 Obstructing access to and from a path, driveway, etc.

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is in front of a path, in a position that obstructs access by vehicles or pedestrians to or from that path, unless -
 - (a) the driver is dropping off, or picking up, passengers; or
 - (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.
- (2) A driver shall not stop a vehicle on or across a driveway or other way of access for vehicles travelling to or from adjacent land, unless -
 - (a) the driver is dropping off, or picking up, passengers; or
 - (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

6.11 Stopping near a letter box

A driver shall not stop a vehicle so that any portion of the vehicle is within 3 metres of a public letter box, unless the driver -

- (a) is dropping off, or picking up, passengers or mail; or
- (b) stops at a place on a length of carriageway, or in an area, to which a parking sign applies, and the driver is permitted to stop at that place under this local law.

6.12 Stopping on a carriageway – heavy and long vehicles

- (1) A person shall not park a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5 metres or more in length or exceeds a GVM of 3.5 tonnes -
 - (a) on a carriageway in a built-up area, for any period exceeding one hour, unless engaged in the picking up or setting down of goods; or
 - (b) on a carriageway outside a built-up area, except on the shoulder of the carriageway, or in a truck bay or other area set aside for the parking of goods vehicles.
- (2) Nothing in this clause mitigates the limitations or conditions imposed by any other clause or by any local law or sign relating to the parking or stopping of vehicles.

6.13 Stopping on a carriageway with a bicycle parking sign

The driver of a vehicle (other than a bicycle) shall not stop on a length of carriageway to which a 'bicycle parking' sign applies, unless the driver is dropping off, or picking up, passengers.

6.14 Stopping on a carriageway with motor cycle parking sign

The driver of a vehicle shall not stop on a length of carriageway, or in an area, to which a 'motor cycle parking' sign applies, or an area marked 'M/C' unless -

- (a) the vehicle is a motor cycle; or
- (b) the driver is dropping off, or picking up, passengers.

Part 7 - Miscellaneous**7.1 Removal of notices on vehicle**

A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, shall not remove from the vehicle any notice put on the vehicle by an authorised person.

7.2 Unauthorised signs and defacing of signs

A person shall not, without the authority of the local government -

- (a) mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government under this local law;
- (b) remove, deface or misuse a sign or property, set up or exhibited by the local government under this local law, or attempt to do any such act; or
- (c) affix a board, sign, placard, notice or other thing to or paint or write upon any part of a sign set up or exhibited by the local government under this local law.

7.3 Signs must be complied with

An inscription or symbol on a sign operates and has effect according to its tenor, and a person contravening the direction on a sign commits an offence under this local law.

7.4 General provisions about signs

- (1) A sign marked, erected, set up, established or displayed on or near a thoroughfare is, in the absence of evidence to the contrary, presumed to be a sign marked, erected, set up, established or displayed under the authority of this local law.
- (2) The first three letters of any day of the week when used on a sign indicate that day of the week.

7.5 Special purpose and emergency vehicles

Notwithstanding anything to the contrary in this local law, the driver of -

- (a) a special purpose vehicle may, only in the course of his or her duties and when it is expedient and safe to do so, stop, or park the vehicle in any place, at any time; and
- (b) an emergency vehicle may, in the course of his or her duties and when it is expedient and safe to do so or where he or she honestly and reasonably believes that it is expedient and safe to do so, stop, or park the vehicle at any place, at any time.

7.6 Vehicles not to obstruct a public place

- (1) A person shall not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place, without the permission of the local government or unless authorised under any written law.
- (2) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

7.7 Impersonating an authorised person

A person who is not an authorised person must not impersonate or assume the duties of an authorised person.

7.8 Obstructing of an authorised person

A person must not obstruct or hinder an authorised person in the execution of his or her duties.

Part 8 - Offences and penalties

8.1 Offences and penalties

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law shall be liable, upon conviction, to a penalty not exceeding \$5,000, and, if the offence is of a

continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

8.2 Modified penalties

- (1) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

8.3 Notices

Unless otherwise specified, for the purposes of this local law -

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
- (b) the form of the infringement notice given under 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations;
- (c) the form of the infringement notice referred to in section 9.17 of the Act which incorporates the notice referred to in section 9.13 of the Act, is that of Form 3 in Schedule 3; and
- (d) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the regulations.

Schedule 1 - Parking region

The parking region is the whole of the district, but excludes the following portions of the district -

- (a) the approach and departure prohibition areas of all existing and future traffic control signal installations, as determined by the Commissioner of Main Roads;
- (b) prohibition areas applicable to all existing and future bridges and subways, as determined by the Commissioner of Main Roads; and
- (c) any road which comes under the control of the Commissioner of Main Roads, unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads, or has been delegated by the Commissioner to the local government.

Schedule 2 - Prescribed offences

[CI 8.2(2)]

Item No.	Clause No.	Nature of offence	Modified Penalty (\$)
1.	2.2(1)(b)	Failure to park wholly within parking stall	80
2.	2.2(4)	Failure to park wholly within parking area	80
3.	2.3(1)(a)	Causing obstruction in parking station	100
4.	2.3(1)(b)	Parking contrary to sign in parking station	100
5.	2.3(1)(c)	Parking contrary to directions of authorised person	100
6.	2.3(1)(d)	Parking or attempting to park a vehicle in a parking stall occupied by another vehicle	80
7.	2.4(1)	Failure to obtain and display unexpired ticket in parking station equipped with a ticket issuing machine	80
8.	2.6	Failure to pay fee in parking station with attendant on duty	80
9.	2.8	Failure to pay fee for parking or stopping a vehicle in a metered space in a parking station	80
10.	2.9(2)	Failure to comply with direction of authorised person to leave a parking station	80
11.	2.10	Damage to parking facility or parking station	80
12.	3.1(1)(a)	Parking wrong class of vehicle	80
13.	3.1(1)(b)	Parking by persons of a class not permitted	80
14.	3.1(1)(c)	Parking during prohibited period	90
15.	3.1(3)(a)	Parking in no parking area	100
16.	3.1(3)(b)	Parking contrary to signs in parking area	80
17.	3.1(3)(c)	Parking vehicle in stall marked 'M/C'	80
18.	3.1(4)	Parking motor cycle in stall not marked 'M/C'	80
19.	3.1(5)	Parking without permission in an area designated for 'Authorised Vehicles Only'	90
20.	3.2(1)(a)	Failure to park on the left of two-way carriageway	90
21.	3.2(1)(b)	Failure to park on boundary of one-way carriageway	90
22.	3.2(1)(a) or 3.2(1)(b)	Parking against the flow of traffic on carriageway	100
23.	3.2(1)(c)	Parking when distance from farther boundary less than 3 metres on carriageway	100
24.	3.2(1)(d)	Parking closer than 1 metre from another vehicle on carriageway	100
25.	3.2(1)(e)	Causing obstruction on carriageway	100

Item No.	Clause No.	Nature of offence	Modified Penalty (\$)
26.	3.3(b)	Failure to park at approximate right angle on carriageway	80
27.	3.4(2)	Failure to park at an appropriate angle in angle parking area	80
28.	3.5(3)(a) and 6.2(1)	Double parking	100
29.	3.5(3)(b)	Parking on or adjacent to a median strip	80
30.	3.5(3)(c)	Obstructing access to private drive or right of way	100
31.	3.5(3)(d)	Parking beside excavation or obstruction so as to obstruct traffic	100
32.	3.5(3)(e)	Parking within 10 metres of traffic island	90
33.	3.5(3)(f)	Parking on footpath/pedestrian crossing	100
34.	3.5(3)(g)	Parking less than 3m clear of continuous line markings	90
35.	3.5(3)(h)	Parking on intersection	90
36.	3.5(3)(i)	Parking within 1 metre of fire hydrant or fire plug	100
37.	3.5(3)(j)	Parking within 3 metres of public letter box	90
38.	3.5(3)(k)	Parking within 10 metres of intersection	90
39.	3.5(3)(l)	Parking of a vehicle in a cul-de-sac so as to obstruct turning of vehicles within the cul-de-sac	80
40.	3.5(4)(a) or (b)	Parking vehicle within 10 metres of departure side of bus stop, children's crossing or pedestrian crossing	100
41.	3.5(5)(a) or (b)	Parking vehicle within 20 metres of approach side of bus stop, children's crossing or pedestrian crossing	100
42.	3.5(6)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	100
43.	3.6	Parking contrary to direction of authorised person	100
44.	3.7(2)	Removing mark of authorised person	100
45.	3.8	Parking vehicle to avoid time limitation	80
46.	3.9(a)	Parking in thoroughfare for purpose of sale	80
47.	3.9(b)	Parking unlicensed vehicle in thoroughfare	80
48.	3.9(c)	Parking a trailer/caravan on a thoroughfare	80
49.	3.9(d)	Parking in thoroughfare for purpose of repairs	80
50.	3.10(2)	Parking on private land without consent	100
51.	3.10(3)	Parking on land not in accordance with consent	80
52.	3.11	Driving or parking on reserve	80
53.	4.1(1)	Stopping contrary to a 'no stopping' sign	80

Item No.	Clause No.	Nature of offence	Modified Penalty (\$)
54.	4.1(2)	Parking contrary to a 'no parking' sign	80
55.	4.1(3)	Stopping within continuous yellow lines	80
56.	4.2(3)	Parking or stopping a vehicle in an area set aside for parking of vehicles by persons authorised by the local government without permit displayed	80
57.	5.1	Stopping unlawfully in a loading zone	80
58.	5.2	Stopping unlawfully in a taxi zone or bus zone	80
59.	5.3	Stopping unlawfully in a mail zone	80
60.	5.4	Stopping in a zone contrary to a sign	80
61.	6.1	Stopping unlawfully in a shared zone	100
62.	6.3	Stopping near an obstruction on carriageway	90
63.	6.4	Stopping unlawfully on a bridge or in tunnel	80
64.	6.5	Stopping unlawfully on crests/curves etc	100
65.	6.6	Stopping near fire hydrant	100
66.	6.7(1)	Stopping near bus stop	90
67.	6.8	Stopping on path, median strip or traffic island	80
68.	6.9(1)	Stopping on verge	80
69.	6.10	Obstructing path or driveway	100
70.	6.11	Stopping unlawfully near letter box	80
71.	6.12(1)	Stopping heavy or long vehicles unlawfully on carriageway	100
72.	6.13	Stopping in bicycle parking area	80
73.	6.14	Stopping in motorcycle parking area	80
74.	7.6	Leaving vehicle so as to obstruct a public place	100
75.	7.8	Impersonating an authorised person	80
76.	7.9	Obstructing or hindering an authorised person in the execution of his or her duties	80
77.	8.1	All other offences not specified	80

City of Kalamunda

Parking and Parking Facilities Local Law 2019

Submissions

A total Of three submissions were received, two from members of the community and one from the Department of Local Government, Sport and Cultural Industries.

Submission 1: Objection- Comments include

1. More information needs to be given.
2. Definitely no meters or attendants in Kalamunda, they will ruin the whole ethos of the town.

Submission 2: Objection- Comments include

1. Does not suit the lifestyle of the hills.

Submission 3 - Department of Local Government, Sport and Cultural Industries comments include:

1. Amendments to traffic legislation

The Department is aware that recent amendments to traffic legislation will come into force on 2 July 2019.

Many of the Town's definitions refer to parking legislation such as the Code, the Road Traffic Act and the Taxi Act. These definitions might be affected by the amendments.

It is advisable for the Town to wait until the proposed amendments come into force, then confirm that the draft's definitions are still fit for purpose. It is possible that the definitions will need to refer to different terminology or cite a different piece of legislation.

2. Page numbering and footer

It is suggested that page numbers in the contents be removed from the local law as they will not be necessary when the local law is published in the Government Gazette. If the City chooses to maintain a public version of the local law in hard copy or electronic format, the City can choose to retain the page numbers in that version.

3. Clause 1.5 – Terms used

It is suggested that the City insert a definition for the term kerb, as this will reduce the possibility of misinterpretation.

It is also suggested the term bicycle path is removed as there is no other mention of the word in the local law itself. Alternatively, if the local law was intended to use this definition somewhere, the City should ensure that the clause does so.

4. Australian Standards

The Department notes that an Australian Standard is referenced at the defined term symbol in clause 1.5. The Committee has previously requested that Standards be referred to in full. It appears that the full title of AS 1742.11:1999 is "Manual of uniform traffic control devices – Parking controls"; however, it is for the City to confirm that this is the correct Standard.

The Committee has also expressed that where Australian Standards are used, the general public should be informed by the City as to where they can freely access these Standards. The Committee may inquire as to how this information will be made available to the public.

The Department notes that the Road Traffic Code contains an extensive list of traffic signs and their corresponding symbols. Since the Code is a public document, the City may wish to define symbols by reference to the Code instead of by reference to the Standard.

5. Clause 2.1 – Determination device

Clause 2.1(1) provides that the local government can impose and change parking restrictions.

The Delegated Legislation Committee has traditionally opposed the use of "determination devices". This is because they effectively allow the local law to be rewritten in a way that doesn't involve the process in section 3.12 of the Local Government Act 1995.

While the Committee has allowed determinations in parking local laws, this has been subject to the condition that the determinations are made by Council and not delegated to staff.

For this reason, the WALGA parking model uses the phrase "The local government may by resolution constitute, determine and vary and also indicate by signs...". This wording ensures that the determinations require a resolution and are non-delegable.

It is suggested the City use a similar wording. If the amendment does not occur, it may be raised as an issue by the Committee.

6. Clause 4.4 – Event parking

The Joint Standing Committee on Delegated Legislation has previously found issue with clauses that relate to special event parking.

The primary concerns of the Committee relate to sufficient public notice. In the event that the City wishes to retain the clause, it should consider the Committee's 44th Report. The City should also anticipate that the Committee may make further inquiries regarding this clause.

7. Schedules

It is suggested that the Schedule titles be reformatted in line with best drafting principles. They should be bold, centralised, and include the relevant clause. For example:

Schedule 2 – Prescribed offences

[Cl 8.2(2)]

8. Prescribing forms in Schedules

Clause 8.3 provides that an infringement notice should be in the form prescribed in Schedule 3. It is unnecessary to prescribe the form in a Schedule, since the form is already prescribed in Regulations.

As an alternative, the City can delete Schedule 3 and replace clause 8.3 with the following:

8.3 Notices

Unless otherwise specified, for the purposes of this local law –

- a. where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;*
- b. the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and*
- c. the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.*

The following definition should also be added to clause 1.5, in alphabetical order:

Regulations means the means the Local Government (Functions and General) Regulations 1996;

9. Minor Edits

The following minor edits are suggested:

- In line with best drafting principles, it is suggested that all instances of “sub-clause” and “sub-clauses” be replaced with “subclause” and “subclauses”.
- Clause 1.4:◦Local laws should be cited in the same way as they appear in the Government Gazette. It is suggested that “City of Kalamunda Parking and Parking Facilities Local Law” be replaced with “Shire of Kalamunda Parking and Parking Facilities Local Law 2008”.
 - Italicise “Government Gazette”.
- Clause 1.5:◦In the definition of Act italicise “Local Government Act 1995”.
 - In the definition of park delete the word “or” after the semicolon in paragraph (a).
 - In the definition of vehicle insert the word “and” after the semicolon.

◦Several clauses in the local law refer to a "built up area". It is suggested this term be defined to ensure it is interpreted in line with the City's intentions.

- Clause 1.7: Remove the brackets from "(2), (3) and (4)".
- Clause 3.5(1): insert a full stop at the end of the subclause.
- Clause 4.1:◦In the first line of subclause (1) delete "No stopping –".
- In the first line of subclause (2) delete "No parking –".
- In the first line of subclause (3) delete "No stopping on a carriageway with yellow edge lines –".
- The definition of unattended should be contained within its own subclause. It is suggested that the sentence be reformatted as follows:

(3) In this clause, unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

If the City follows the suggestion above, subclause (3) should be redesignated as subclause (4).

- Clause 4.3: ◦In subclauses (1) and (2) replace "City of Kalamunda's "Trading on Thoroughfares and Public Places Local Law 2008"" with "Shire of Kalamunda Trading on Thoroughfares and Public Places Local Law 2008"".
- In subclause (2) replace "trading" with trading.

- Clause 5.1(b): delete "the vehicle is".
- Clause 7.7: It is suggested that this clause be deleted. The civil and criminal immunity of local government staff is already addressed in the Act. It is possible that clause 7.7 could contradict or limit this immunity.
- Schedule 2: Items 28 to 42 inclusive make incorrect references to clauses of the local law. The City should review the clause references and make necessary changes to ensure that the correct clauses are referenced.

The City should conduct a thorough review to ensure all references and cross-references within the local law are accurate, particularly if any changes are made as a result of these comments.



Fire Hazard Assessment Plan

2019-2020 Season



RESTRICTED BURNING

1 October 2019
to
30 November 2019

PERMITS REQUIRED

PROHIBITED BURNING

1 December 2019
to
31 March 2020

**NO BURNING
PERMITTED**

RESTRICTED BURNING

1 April 2020
to
31 May 2020

PERMITS PERMITTED

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Acronyms

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

INTRODUCTION

The City of Kalamunda encompasses a broad range of land uses and topography such as the darling scarp, national forest, residential housing, lifestyle blocks, aged care facilities, healthcare facilities, industrial sites, orchards and hobby farms. With such diverse features and vegetation in and around these areas and properties, there are inherent fire hazards and risks within the whole of the City of Kalamunda.

The City has established a thorough assessment process and employs bushfire professionals as Fire Control Officers (FCO) to help guide all stakeholders in better preparing in the event of a bushfire. The FCO is predominantly controlled by the City’s Fire Hazard Reduction Notice (Notice) and *Bush Fires Act 1954* and *Bush Fires Regulations 1954* ensuring compliance for fire hazard mitigation is achieved.

Due to recent major events and reports such as the Keelty Report and Ferguson Report the Emergency Management team have put a significant focus onto bushfire preparedness and mitigation to ensure a safe resilient community and strive towards the long-term objectives set out in the Kalamunda Strategic Community Plan – Kalamunda Advancing 2027.

The City comprises of the following localities:

- Pickering Brook
- Carmel
- Bickely
- Lesmurdie
- Walliston
- Kalamunda
- Piese Brook
- Paulls Valley
- Gooseberry Hill
- Maida Vale
- Wattle Grove/
Kewdale
- Forrestfield
- High Wycombe

The City of Kalamunda is resourced with the following teams:

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

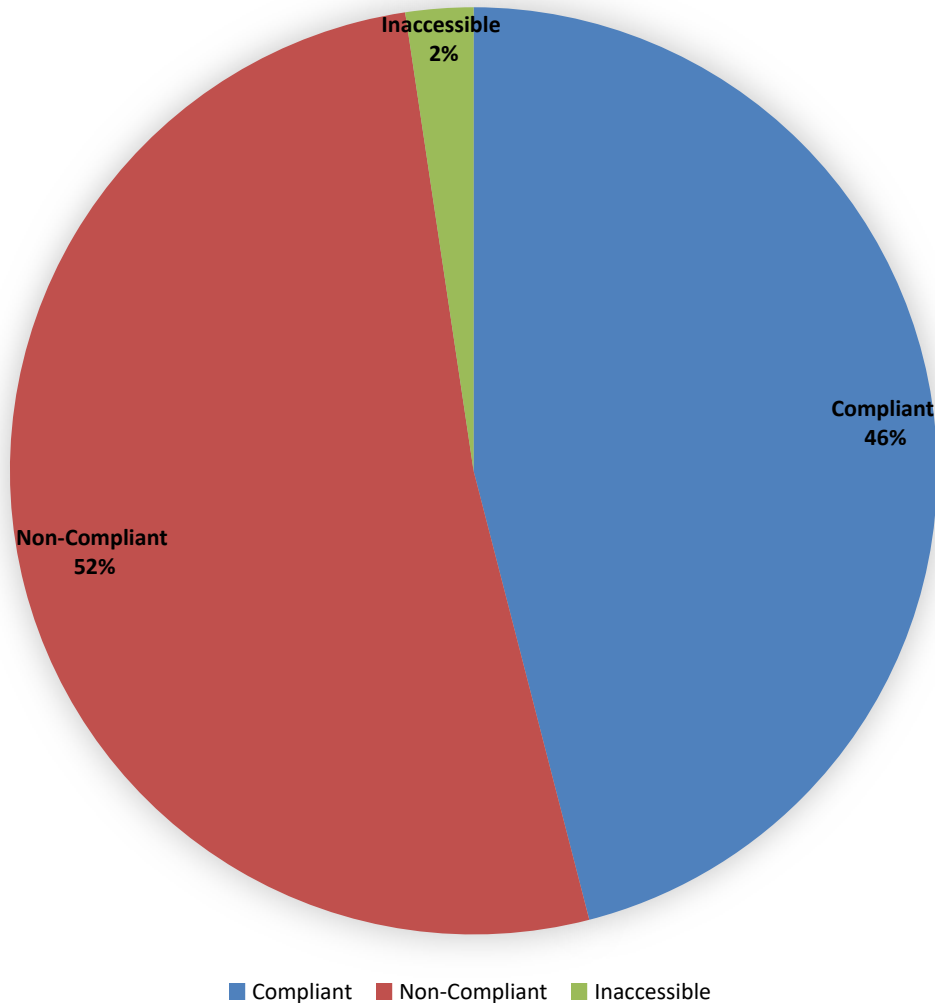
FIRE HAZARD ASSESSMENT

2018/2019 Overview

The City of Kalamunda 2018/2019 fire hazard assessments was an overall success. The program had some technical issues that had been worked through.

The Fire Hazard Assessment report has provided the opportunity to conduct a comprehensive assessment of the fire season program, utilising information gathered by both front-line officers, and data collected throughout the assessment period.

Properties that were assessed from 1 November were risk rated as extreme, very high and high with 54.01% of total properties assessed deemed as non-compliant.



STRATEGIC ALIGNMENT

The City has in place its 10-year strategic community plan to recognise the needs of the community.

Priority 1: Kalamunda Cares and Interacts

Objective 1.2 – To provide safe and healthy environments for community to enjoy

Strategies 1.2.1 – Facilitate a safe community environment

Success Measurements

- Increasing community perception of safety in the City
- Increasing compliance with fire protection requirements

AIM

The City will increase compliance through comprehensive fire assessments and a community engagement program focused on ensuring the community has the resilience to respond and protect itself from bushfires. The City will improve community awareness, safety practices, asset preparedness and community resilience by issuing the Notice in accordance with the *Bush Fires Act 1954*. The City will undertake an intensive engagement program to educate the community on the importance of being prepared, backed by a risk-based (Bushfire Risk Management System) fire hazard assessment program.

BUSH FIRES ACT 1954

FIRE HAZARD REDUCTION NOTICE 2019/2020
City of Kalamunda

To owners and/or occupiers of all land, developed and undeveloped, in the City of Kalamunda, unless otherwise excluded by determination of the Chief Executive Officer

As a measure to assist in the control of bushfires and pursuant to the powers contained in Section 33 of the *Bush Fires Act 1954*, Compliance inspections will commence on 1 November 2019. You have a legal requirement to carry out fire prevention works on your property by 1 November 2019 and to maintain the land in this state until 31 March 2020. **If you require notification of attendance at your property prior to inspection, please write to the City explaining your circumstances for notification by 1 October 2019.**

Take notice that pursuant to Section 33 (4) of the *Bush Fires Act 1954*, where the owner and/or occupier of the land fails or neglects to comply with the requisitions of this Notice within the specified times, the City of Kalamunda may by its Officers and with such servants, workmen and contractors, vehicles and machinery as the Officers deem fit, enter upon the land and carry out the requisitions of this Notice which have not been complied with and pursuant to Section 33 (5) of the *Bush Fires Act 1954*, the amount of any costs and expenses incurred may be recovered from you as the owner and/or occupier of the land.

Inspectors will be assessing properties against the following criteria:

ALL LAND WITH A TOTAL AREA OF 4000m² OR MORE

SLASHING
Dead flammable matter including dead grass shrubs and plants shall be slashed moved or trimmed down by other means to a height no greater than 50mm across the entire property.

CLEAN GUTTER
Ensure roofs, gutters and walls of all buildings are free of flammable matter.

REMOVE DEAD FLAMMABLE MATERIAL
Maintain all dead flammable material below 8 tonne per hectare (see definition fuel load).

INSTALL FIREBREAK
Install and maintain a 3-metre-wide by 4-metre-high clearance, bare mineral earth, trafficable firebreak immediately inside the entire perimeter of the property. A reticulated and maintained green lawn may be accepted in lieu of a firebreak.

INSTALL ASSET PROTECTION ZONE
Install and maintain a fuel reduced zone around buildings or an asset of value which extends 20 metres from the outermost point of the building or asset of value, whether the asset be residential, commercial or industrial (Asset Protection Zone).

Trees over 5 metres in height must be under pruned from the ground to up to 2 metres of the tree.

Trees or shrubs within 2 metres of the asset, must be pruned so that they have an overall height of no greater than 2 metres.

Fuel load within the 20 metres surrounding the Asset Protection Zone shall be reduced and maintained to no more than 2 tonnes per hectare.

ALL LAND WITH AN AREA OF LESS THAN 4000m²

SLASHING
Dead flammable matter including dead grass, shrubs and plants shall be slashed moved or trimmed down by other means to a height no greater than 50mm across the entire property.

CLEAN GUTTER
Ensure roofs, gutters and walls of all buildings are free of flammable matter.

REMOVE DEAD FLAMMABLE MATERIAL
Maintain all dead flammable material below 8 tonne per hectare (see definition fuel load).

BUSHFIRE MANAGEMENT PLANS (MAY BE REQUIRED)
All properties that are subject to a Bushfire Management Plan as a result of a subdivision, development application or a City approved treatment plan must comply with the requirements of such plans in their entirety.

ADDITIONAL WORKS
In addition to the requirements of this Notice, regardless of land size and location, you may be required to carry out further fire prevention works to reduce hazards considered necessary by an Authorised Officer. Any further requirement would be specified by way of a "work order" forwarded to the address of the owner/s and or occupier/s.

VARIATION TO THE FIRE HAZARD REDUCTION NOTICE
If you consider, for any reason, that it is impractical to meet the requirements as per this Notice, you may apply in writing to the City of Kalamunda or its duly Authorised Officers by no later than 1 October 2019, to request authorisation to employ other methods of fire prevention on your land. **An Administration fee of \$150 applies for applications received after 1 October 2019.** If permission is not granted you must comply with the requirements of the Fire Hazard Reduction Notice. If you require further information or wish to discuss any matter, please contact the City on 9257 9999 or email: enquiries@kalamunda.wa.gov.au

An Application to Vary Location and Type of Firebreaks can be downloaded from the City's website at: <http://www.kalamunda.wa.gov.au/Your-Neighbourhood/Fire-Emergency/Variations>

REDUCTION NOTICE DEFINITIONS

FIREBREAK SPECIFICATIONS

- » Must be not less than 3 metres wide immediately inside and along all boundaries (including on boundaries adjacent to roads, rail and drain reserves and all public open space reserves.
- » Must be not more than 4 metres wide (further width extensions may be considered upon written application for approval to the City).
- » May have a corner turning radius of up to 10 metres.
- » Must have a vertical clearance height of 4 metres, with all overhanging vegetation trimmed back clear of the firebreak.
- » Must be a mineral earth firebreak with a continuous trafficable surface for a 4WD vehicle, clear of any obstructions and must not terminate in a cul-de-sac (dead end).
- » Maintained and living lawns are acceptable in conjunction with or in lieu of mineral earth firebreaks, provided that the same width and height requirements for a firebreak are applied.

Firebreaks are intended to minimise the spread or extension of a bushfire and provide safe access on your property for emergency vehicles.


FUEL LOAD

- » Means leaf litter on the ground inclusive of leaves, twigs (up to 6mm diameter) and bark. A Fuel Load depth of 15mm from the top of the layer to the mineral earth beneath is indicative of approximately 8 tonnes per hectare.
- » Fuel Load depth measurement tools are available from the City of Kalamunda Administration Centre.

Failure to comply with the City's Fire Hazard Reduction Notice may result in a penalty of up to \$5000, with additional contractor and administration costs to carry out fire prevention works on your property.

By order of the City of Kalamunda.

Rhonda Hardy
CHIEF EXECUTIVE OFFICER



OBJECTIVES

The City's objectives of the 2019/2020 Fire Hazard Assessment Plan are to improve community awareness, safety practices and asset preparedness. It is to improve community resilience by issuing the Notice for compliance and an intensive engagement schedule to help educate the importance of preparedness.

The City of Kalamunda will also endeavor to work alongside the Department of Fire and Emergency Services (DFES) in mapping the risk of assets within the City of Kalamunda, using the Bushfire Risk Management System (BRMS) to identify and plan for a more strategic approach to mitigation works and education for extreme and high-risk assets.

The key strategic objectives of this plan are:

PROTECTION AND PRESERVATION OF LIFE

PROTECTION OF CRITICAL INFRASTRUCTURE AND COMMUNITY ASSETS

PROTECTION OF RESIDENTIAL PROPERTY

PROTECTION OF ASSETS SUPPORTING INDIVIDUAL FINANCIAL SUSTAINABILITY

PROTECTION OF ENVIRONMENT

HERITAGE AND CULTURAL ASSETS




BUSHFIRE RISK MANAGEMENT SYSTEM (BRMS)

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

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

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

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

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

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

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

Follow up treatments may be required.

EXECUTION

The City has a legislative responsibility to ensure that fire compliance regulations are being met. The City is required to fulfil their legislative obligation and has gazetted the 2019/2020 Fire Hazard Reduction Notice. The City commits to providing Fire Control Officers to assess and provide guidance for land owners to ensure compliance.

To achieve our objectives, the execution is broken up into 5 phases.

1. Education on 2019/2020 Fire Hazard Reduction Notice
2. Fire break variation, applications & approvals
3. Training and initial property assessment
4. Re-assessment for non-compliance
5. Actions and enforcement



Phase 1. Education on 2019/2020 Fire Hazard Reduction Notice

Over the winter period the Emergency Management team has been working with Public Relations (PR), to develop and deliver educational products to residents and stakeholders within the City, through the communications strategy and public engagement plan. The 2019/2020 plan for fire is available from PR. The current City of Kalamunda website also includes links to other important stakeholders and more in-depth information for preparedness.

The Notice will be sent with the rates as per the process over previous years.

PR will be using a range of media to broadcast the Notice including but not limited to, social media, local papers and variable message boards.

Phase 2. Variation to current requirements.

A variation is an exemption to the conditions outlined in the Notice. The Notice may change yearly so a variation will only be valid for 12 months. An administration fee of \$150 has been introduced for variation requests after 1 October. All requests for variations should be directed to the Chief Bushfire Control Officer (CBFCO) for action. Variations will only be approved if the CBFCO or their delegate recognise that it is impractical to meet the requirements of the Notice, and in most cases will put forward alternate mitigation options for the land owner to meet the same level of compliance on that property.

The variation tracking system in Synergy will collate approved variations to the Altus assessment application that FCOs will use

out in the field.

All current variations will be reviewed by September 2019 and either reissued for current fire season until the 1 October 2020 or canceled if not required/does not meet the current requirements for a variation. The CBFCO has the responsibility for review.

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

All variations are required to be submitted by 1 October 2019.

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

If a variation is received after 1 October 2019 an Administration fee of \$150 will be imposed and the CBFCO will assess as per normal process, however will only be approved if there is absolutely no other way the land owner can comply. Variations for grazing uses the same form and process. Extensions will not be approved.

Phase 3. Training and initial property assessment

Properties will be risk rated and treatments logged into the BRMS over the winter months in preparation for the fire season and approach owners strategically before the season to achieve compliance. This will maintain an overall view of the City's fire risks. FCOs will be trained in late October by the Fire and Emergency Management team using a new training program to ensure consistency and accuracy of information across all authorised FCOs conducting fire hazard assessments.

The key focus of the training will be:

- Detailed explanation of the Notice and its purpose.
- Safety when entering and moving around properties.
- Further hazard reduction efforts and community engagement.
- DFES 5-minute fire chats to encourage and educate awareness of bushfire plans.
- OH&S including PPE, PPC and vehicle handling.
- The use of communications devices.

Initial assessments will commence on the 1 November 2019 by authorised City FCOs and run throughout the season until 31 March 2020. FCOs will be responsible for allocated areas (refer to appendix #1 Area Maps).

The City accepts that it does not have the resources to inspect every property, so assessments will be carried out strategically from extreme risks to low ratings using the BRMS.

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



Phase 3. Continued

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



- Not enter any property that is marked "RED FLAG" or "DANGEROUS DOG" without appropriate assistance and notification.
- Will knock on every door and call out to obtain if someone is home.
- If a gate requires opening, it will be closed immediately after having passed through.
- Will NOT drive at excessive speeds on private property or dig up grounds unnecessarily.
- Will follow road rules and not respond in any emergency driving capacity.
- Will wear body cameras and record all assessments and interactions with stakeholders.
- If asked to stop recording by stakeholder, the FCO will leave the property and arrange a second officer to attend with them for re-assessment at another time.
- Will drive the full fire break on each property where possible.
- Identify all non-compliance
- Ensure body cameras are charged and on. Recording will commence prior to entering any properties and cease once left.

If a property cannot be accessed, for example, a locked gate then a "non-accessible" form is to be completed on site in the Altus inspection application. This will produce an official letter that will be sent to the owner requesting an appointment.

The properties will be broken up into 2 different assessment requirements:

All land with a total area of 4000m² or more

- Fire break
- APZ
- Grasses slashed
- Removal of DFM
- Clear gutters

All land with an area of less than 4000m²

- Slash grasses
- Clear gutters
- Removal of DFM

Assessment Specifics

Fire breaks

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

A fire break MUST be **3m wide and have a height clearance of 4m**. The fire break must also be clear of flammable material down to bare mineral earth providing a safe trafficable surface for firefighting vehicles.

A fire break must be in a continuous form meaning a fire appliance can enter it at a gate and follow it continually around the property and exit at either the same point of entry or any gates along the boundary.



Example of a **NON-COMPLIANT** Fire Break



Example of a **COMPLIANT** Fire Break

Slashing

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

All properties must not leave the slashed remains on the ground, these must be removed. If not removed it will be deemed as dead flammable material.



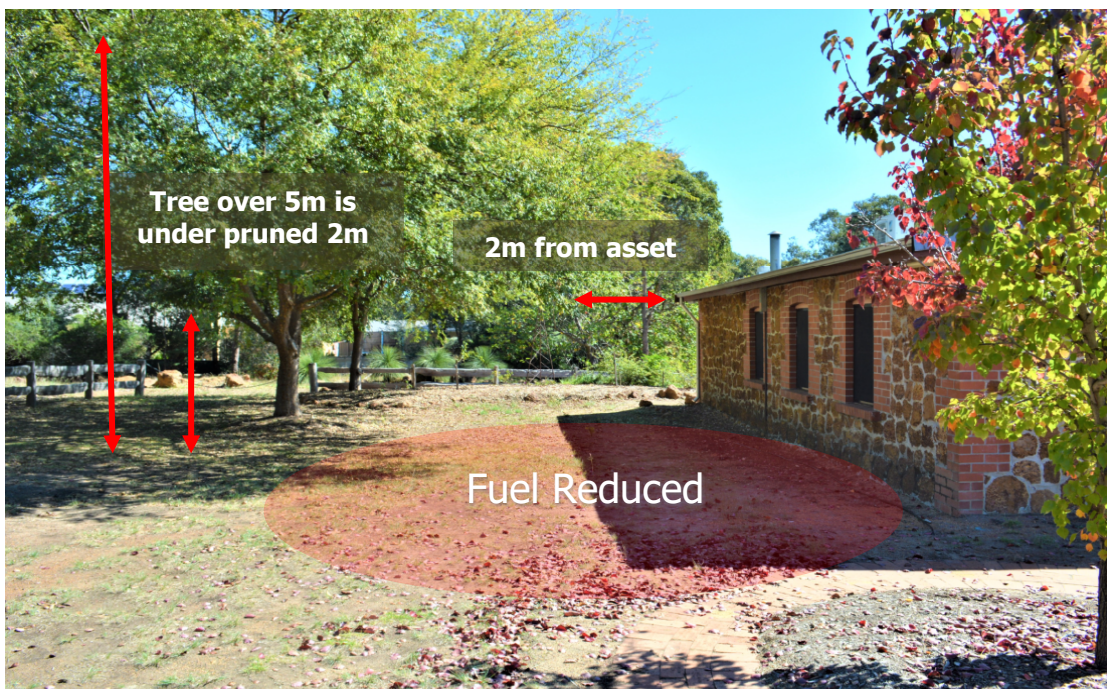
Example of a **COMPLIANT** paddock
City of Kalamunda

Asset Protection Zone – APZ

An APZ is an area that has reduced flammable vegetation and materials surrounding habitable buildings, nearby structures and essential infrastructure. An APZ can minimize the likelihood and impact that direct flame contact, radiant heat and ember attack may have on buildings and assets in a bushfire. This area must extend out 20m from the building or asset.

All land with a total area of 4000m² or more require an APZ.

- Trees or shrubs within 2m of the asset must be pruned to a height no more than 2m.
- All trees over 5m in height must be under pruned by 2m within the APZ (20m).
- Fuel load must be kept to a minimum (no more than 2 tonnes per hectare).



Example of APZ requirements

Dead Flammable Material (DFM)

All DFM must be reduced or removed from the property. This means leaf litter on the ground inclusive of leaves, twigs (up to 6mm in diameter) and bark. DFM over 8 tonne per hectare is unacceptable and will need to be addressed. DFM fuel loads at a depth of 15mm or more from the top layer to the mineral earth beneath is indicative of approximately 8 tonne per hectare. The fuel load will be measured at the discretion of the FCO if they feel it is necessary.



Additional works

In addition to the Notice requirements regardless of land size and location and at the discretion of the authorized FCO, further works may be requested to reduce fire hazards that may cause or progress a fire. Additional works will be specified in the work order (caution) issued to the owner/s or occupier/s of the property.



Phase 4. Re-assessment for non-compliance

Properties identified as non-compliant will receive a work order (caution) via registered post. The land owner will have 14 days from the date of the work order being created to comply with all the required works outlined. The City recognises the delay with Australia Post, this has been considered and is inclusive of the 14-day time frame.

Extensions to this timeline will be approved based on following evidence only:

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

A City FCO will conduct a follow up assessment to identify if the work order has been actioned. At the discretion of the FCO an additional work order may be issued if the stakeholder has attempted majority of the works but not all. If no attempt or minimal works have been actioned or completed an infringement will be issued. In this phase it is crucial to ensure that timelines are being met to achieve maximum property assessments. The team must work together and maintain excellent records which will be done using the Altus inspections application.

Phase 5. Actions and enforcements

✓ **Compliant:**

Once the FCO has noted compliance, they will submit the report and close off the property within the inspection application as "assessed".

× **Non-Compliant:**

1. Infringement to be issued to the owner of the property for contravention of Section 33 of the *Bush Fire Act 1954*.
2. Photos taken for evidence and "infringement" is selected within the inspection application to generate a report and flag for infringement to the property owner.
3. Prepare a cover letter explaining what has occurred and why the owner has been issued with an infringement notice using a standard template by the CRO.
5. Update fire break compliance register in Altus with status of progress (Notes Field).
4. In extreme or high-risk situations, the City may engage contractors to complete the works at the cost to the owner. These decisions will be made by senior management.

Failure to pay

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

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

1. The owner sends a request for withdrawal in writing to the City, the City will provide a form the land owner must fill out. If the form is not completed, then the request will be rejected.
2. Every property must have a separate withdrawal request.
3. If the request is sent 56 days after original issue, a withdrawal will not be processed.

4. If the request is sent before the 56 days, then the CRO will put the account on hold and await instruction.
5. The officer with assistance from the CRO will produce a memo for withdrawal. This gathers all the information relevant regarding the initial decision to infringe.
6. Memo is sent to Senior, Coordinator and Director for their recommendation.
7. If the Director is in agreeance that the infringement stands then the CRO will send a letter advising of the outcome and take the infringement off hold.
8. If the infringement is recommended to be withdrawn then the CRO will do so and advise reason for withdrawal, they will also send a written letter via post advising action.

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

Administration and Logistics.

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

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

COMMUNICATION

Communications internally will be as per normal processes. Refer to City policies for the communication standards. All communications from external stakeholders will need to be logged in Synergy under an ICS or equivalent.

At the end of each phase a debrief with the Senior and/or Coordinator of Community Safety will need to occur to ensure work quality and the process is running on time. FCOs when out in the field will have supplied Telo radios designed to double as mobile phones and GPS, for safety they also include a duress button.

FCOs when out in the field will at the discretion of the Senior check in with their welfare and to ensure radios are still operational.

Note: These radios work off the 4G network and therefore still require reception for calls and radio operation.

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

Operations in the office should be on channel 25 for the Midband radios and is monitored by the Senior Fire and Emergency Management Officer and Coordinator of Community Safety.



FIT FOR USE VEHICLES x3

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



Personal Protective Equipment (PPE) & Personal Protective Clothing (PPC)



Vest – every inspector will be supplied a Personal Protective Vest, this will be yellow and have the ability to hold Radios, Note Pads, Body Cameras and ID tag.

ID Tags – Every officer will be supplied an ID tag reflecting their authority to be worn at all times.

Body Camera – Every officer is designated a body camera. When attending any property or dealing with the public the camera will be on recording. Footage will be downloaded every day.



Navy Blue Shirt – every officer will be supplied 3 navy blue shirts as part of their uniforms.

Wide Brim Hat or Cap.

Cargos – Full time staff will be supplied Cargos. Casual staff will be required to supply their own cargos.

Firefighting Boots – Full time staff only, casuals to supply their own.

Kit Bag – Every officer will get a kit bag for their paperwork and equipment, this is to be returned to the office each night or safely stored out of site in the vehicle if on call.

Yellow Rain Jacket – Full time staff only

Level 1 BR9 Helmet – Full time Staff only

Level 1 Jacket with FCO Epaulette - Full time staff only



FIRE CONTROL OFFICER LIST

Chief Bushfire Control Officer	CBFCO	Michael Ward
Deputy Chief Bushfire Control Officers	DCBFCO 1	Sean Winter
	DCBFCO 2	David Carrol
City of Kalamunda FCO Full Powers	FCO 1	Duncan Reynolds KVBFB
	FCO 2	Steven Lake KVBFB
	FCO 3	Peter Wilson
	FCO 4	Philip Howe
	FCO 5	Michael Hall
	FCO 7	Robert Moiler - KVFRS
	FCO 15	Jamie Hunter
City of Kalamunda Rangers w/FCO Full Powers	FCO 8	Tim Parry
	FCO 9	Gary MacMillan
	FCO 10	Megan Carter
	FCO 11	Sarah Stampalia
	FCO 12	Brenton Pope
	FCO 13	Philip Munckton

City of Kalamunda

2 Railway Road, Kalamunda WA

PO Box 42, Kalamunda 6926

Telephone: (08) 9257 9999

Facsimile: (08) 9293 2715

Email: enquiries@kalamunda.wa.gov.au

www.kalamunda.wa.gov.au





APPENDIX 1 - AREA MAPS



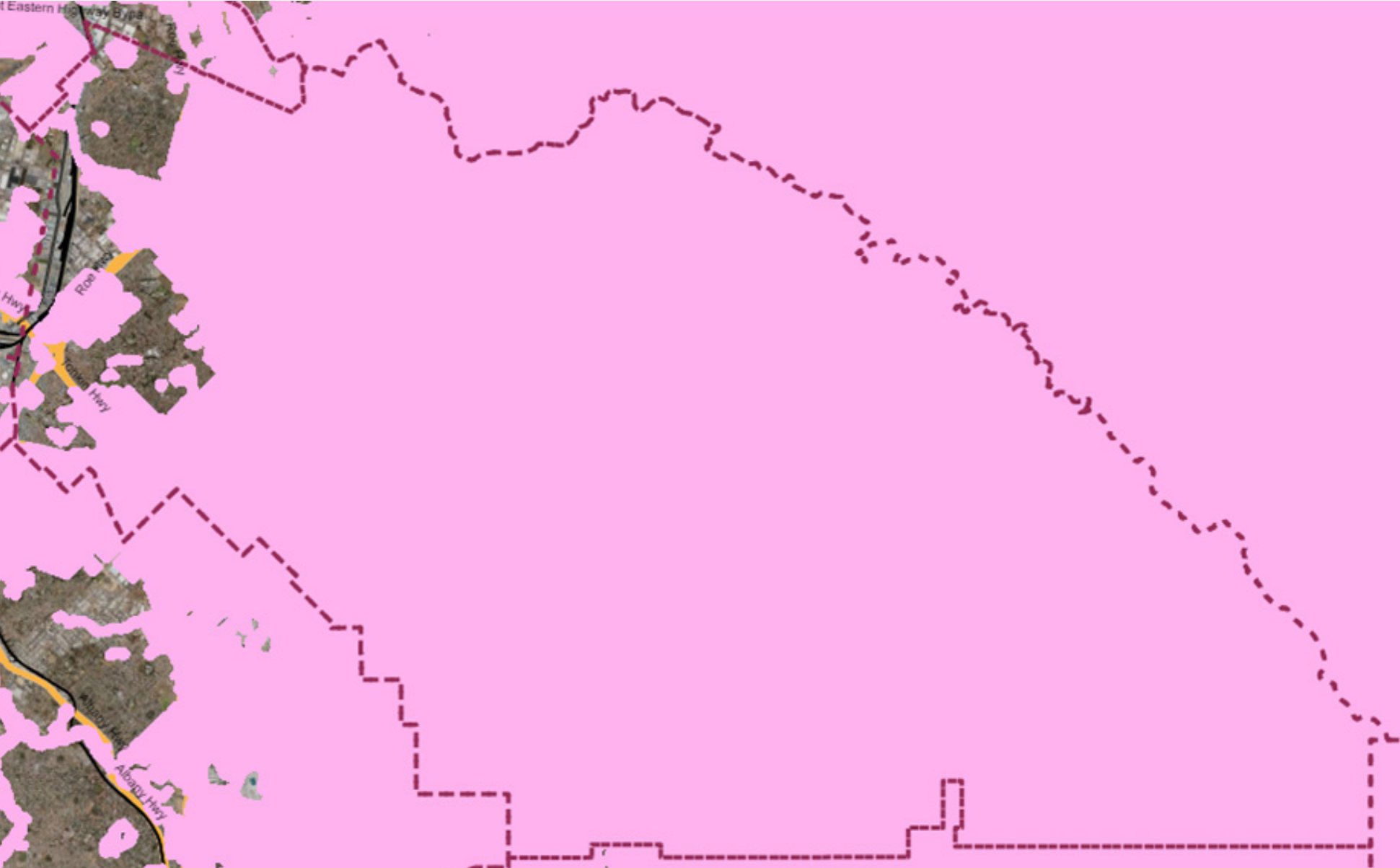
Area Details

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

City of Kalamunda



Bush Fire Prone – Area shaded in Pink



Pickering Brook



Reservoir



Hacketts Gully



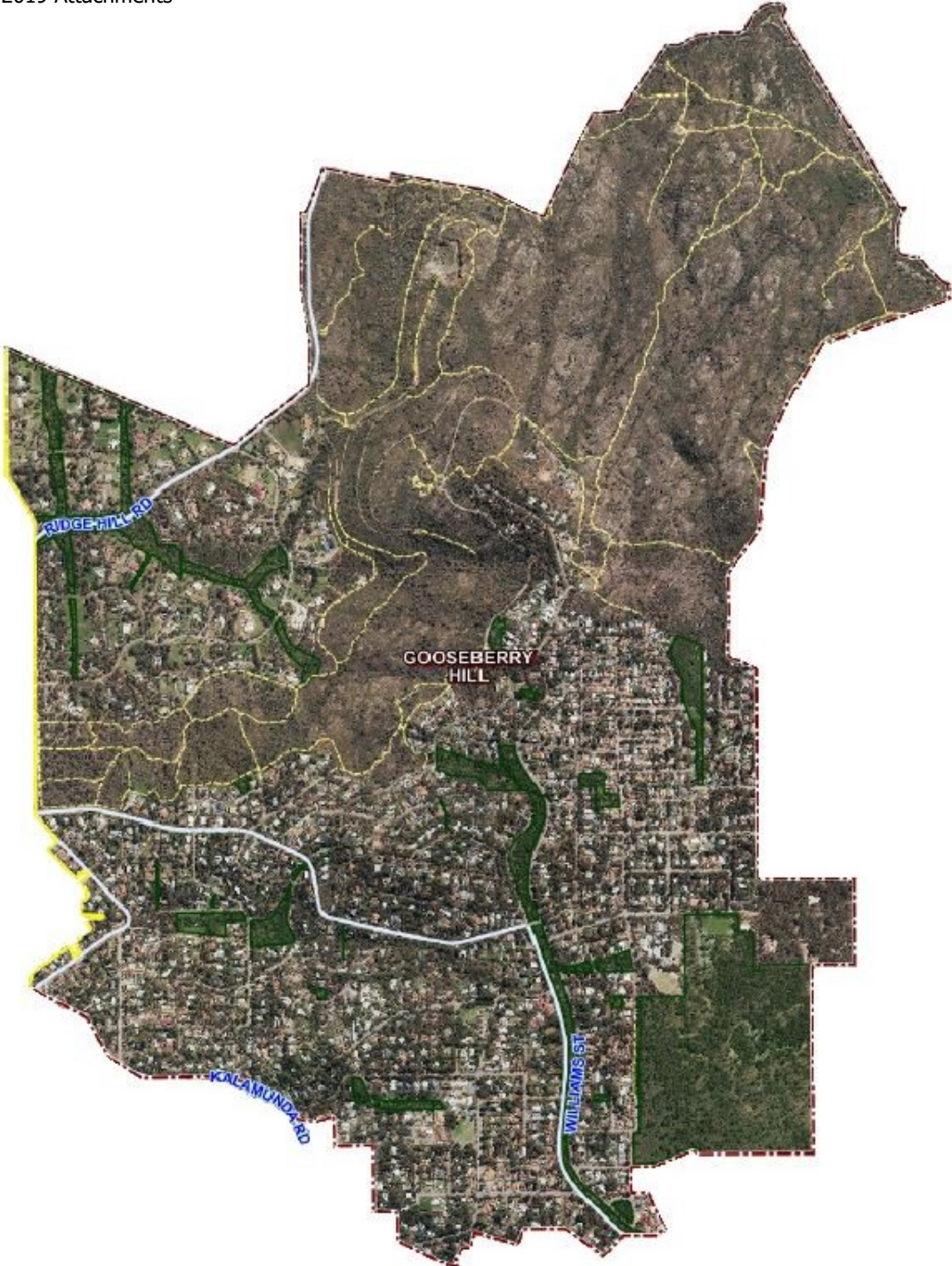
Pauls Valley



Piesse Brook



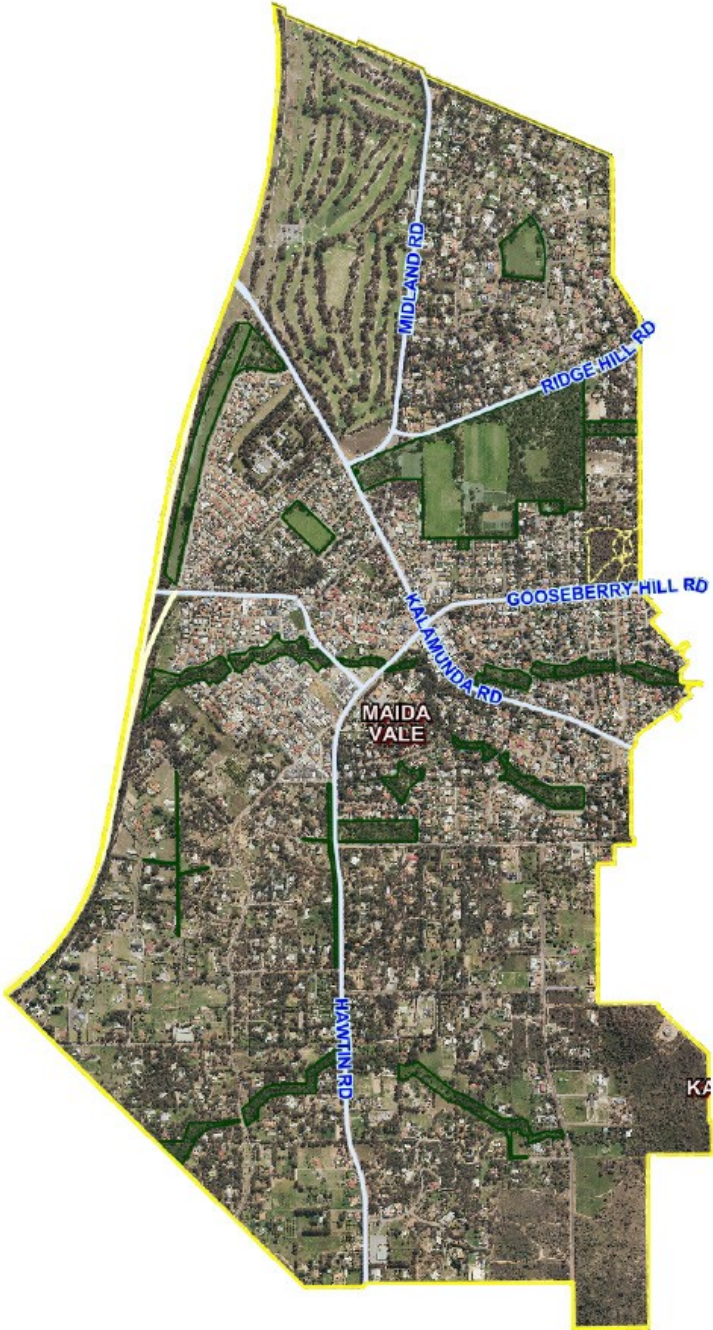
Gooseberry Hill



High Wycombe



Maida Vale



Kalamunda



Walliston



Bickley



Canning Mills



Carmel



Lesmurdie



Wattle Grove & Kewdale



Forrestfield



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

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

Purpose

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

Detail

Enforcement of Fire Breaks and Notices

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

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

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

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

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

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

BUSH FIRES ACT 1954

FIRE HAZARD REDUCTION NOTICE 2019/2020

City of Kalamunda

To owners and/or occupiers of all land, developed and undeveloped, in the City of Kalamunda, unless otherwise excluded by determination of the Chief Executive Officer

As a measure to assist in the control of bushfires and pursuant to the powers contained in Section 33 of the *Bush Fires Act 1954*, Compliance inspections will commence on 1 November 2019. You have a legal requirement to carry out fire prevention works on your property by 1 November 2019 and to maintain the land in this state until 31 March 2020. **If you require notification of attendance at your property prior to inspection, please write to the City explaining your circumstances for notification by 1 October 2019.**

Take notice that pursuant to Section 33 (4) of the *Bush Fires Act 1954*, where the owner and/or occupier of the land fails or neglects to comply with the requisitions of this Notice within the specified times, the City of Kalamunda may by its Officers and with such servants, workmen and contractors, vehicles and machinery as the Officers deem fit, enter upon the land and carry out the requisitions of this Notice which have not been complied with and pursuant to Section 33 (5) of the *Bush Fires Act 1954*, the amount of any costs and expenses incurred may be recovered from you as the owner and/or occupier of the land.

Inspectors will be assessing properties against the following criteria:

ALL LAND WITH A TOTAL AREA OF 4000m² OR MORE

SLASHING

Dead flammable matter including dead grass shrubs and plants shall be slashed mowed or trimmed down by other means to a height no greater than 50mm across the entire property.

CLEAN GUTTER

Ensure roofs, gutters and walls of all buildings are free of flammable matter.

REMOVE DEAD FLAMMABLE MATERIAL

Maintain all dead flammable material below 8 tonne per hectare (see definition fuel load).

INSTALL FIREBREAK

Install and maintain a 3-metre-wide by 4-metre-high clearance, bare mineral earth, trafficable firebreak immediately inside the entire perimeter of the property. A reticulated and maintained green lawn maybe accepted in lieu of a firebreak.

INSTALL ASSET PROTECTION ZONE

Install and maintain a fuel reduced zone around buildings or an asset of value which extends 20 metres from the outermost point of the building or asset of value, whether the asset be residential, commercial or industrial (Asset Protection Zone).

- » Trees over 5 metres in height must be under pruned from the ground to up to 2 meters of the tree.
- » Trees or shrubs within 2 metres of the asset, must be pruned so that they have an overall height of no greater than 2 metres.
- » Fuel load within the 20 meters surrounding the Asset Protection Zone shall be reduced and maintained to no more than 2 tonnes per hectare.

ALL LAND WITH AN AREA OF LESS THAN 4000m²

SLASHING

Dead flammable matter including dead grass, shrubs and plants shall be slashed mowed or trimmed down by other means to a height no greater than 50mm across the entire property.

CLEAN GUTTER

Ensure roofs, gutters and walls of all buildings are free of flammable matter.

REMOVE DEAD FLAMMABLE MATERIAL

Maintain all dead flammable material below 8 tonne per hectare (see definition fuel load).

BUSHFIRE MANAGEMENT PLANS (MAY BE REQUIRED)

All properties that are subject to a Bushfire Management Plan as a result of a subdivision, development application or a City approved treatment plan must comply with the requirements of such plans in their entirety.

ADDITIONAL WORKS

In addition to the requirements of this Notice, regardless of land size and location, you may be required to carry out further fire prevention works to reduce hazards considered necessary by an Authorised Officer. Any further requirement would be specified by way of a "work order" forwarded to the address of the owner/s and or occupier/s.

VARIATION TO THE FIRE HAZARD REDUCTION NOTICE

If you consider, for any reason, that it is impractical to meet the requirements as per this Notice, you may apply in writing to the City of Kalamunda or its duly Authorised Officers by no later than 1 October 2019, to request authorisation to employ other methods of fire prevention on your land. **An Administration fee of \$150 applies for applications received after 1 October 2019.** If permission is not granted you must comply with the requirements of the Fire Hazard Reduction Notice. If you require further information or wish to discuss any matter, please contact the City on 9257 9999 or email: enquiries@kalamunda.wa.gov.au

An Application to Vary Location and Type of Firebreaks can be downloaded from the City's website at:

<http://www.kalamunda.wa.gov.au/Your-Neighbourhood/Fire-Emergency/Variations>

REDUCTION NOTICE DEFINITIONS**FIREBREAK SPECIFICATIONS**

- » Must be not less than 3 metres wide immediately inside and along all boundaries (including on boundaries adjacent to roads, rail and drain reserves and all public open space reserves).
- » Must be not more than 4 metres wide (further width extensions may be considered upon written application for approval to the City).
- » May have a corner turning radius of up to 10 metres.
- » Must have a vertical clearance height of 4 metres, with all overhanging vegetation trimmed back clear of the firebreak.
- » Must be a mineral earth firebreak with a continuous trafficable surface for a 4WD vehicle, clear of any obstructions and must not terminate in a cul-de-sac (dead end).
- » Maintained and living lawns are acceptable in conjunction with or in lieu of mineral earth firebreaks, provided that the same width and height requirements for a firebreak are applied.

Firebreaks are intended to minimise the spread or extension of a bushfire and provide safe access on your property for emergency vehicles.

FUEL LOAD

- » Means leaf litter on the ground inclusive of leaves, twigs (up to 6mm diameter) and bark. A Fuel Load depth of 15mm from the top of the layer to the mineral earth beneath is indicative of approximately 8 tonnes per hectare.
- » Fuel Load depth measurement tools are available from the City of Kalamunda Administration Centre.

Failure to comply with the City's Fire Hazard Reduction Notice may result in a penalty of up to \$5000, with additional contractor and administration costs to carry out fire prevention works on your property.

By order of the City of Kalamunda.

Rhonda Hardy
CHIEF EXECUTIVE OFFICER
City of Kalamunda

Published by:
Local Government

GOVERNMENT GAZETTE
Western Australia
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No. 96. 28-Jun-2019
Page: 2498 [Pdf](#) - 633kb

LG501

BUSH FIRES ACT 1954 **Fire Hazard Reduction Notice 2019/2020** *City of Kalamunda*

To Owners and/or occupiers of all land, developed and undeveloped, in the City of Kalamunda, unless otherwise excluded by determination of the Chief Executive Officer

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- Fuel load within the 20 meters surrounding the Asset Protection Zone shall be reduced and maintained to no more than 2 tonnes per hectare.

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REDUCTION NOTICE DEFINITIONS

Firebreak Specifications

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Must be not more than 4 metres wide (further width extensions may be considered upon written application for approval to the City).

May have a corner turning radius of up to 10 metres.

Must have a vertical clearance height of 4 metres, with all overhanging vegetation trimmed back clear of the firebreak.

Must be a mineral earth firebreak with a continuous trafficable surface for a 4WD vehicle, clear of any obstructions and must not terminate in a cul-de-sac (dead end).

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Firebreaks are intended to minimise the spread or extension of a bushfire and provide safe access on your property for emergency vehicles.

Fuel Load

Means leaf litter on the ground inclusive of leaves, twigs (up to 6mm diameter) and bark. A Fuel Load depth of 15mm from the top of the layer to the mineral earth beneath is indicative of approximately 8 tonnes per hectare.

Fuel Load depth measurement tools are available from the City of Kalamunda Administration Centre.

Failure to comply with the City's Fire Hazard Reduction Notice may result in a penalty of up to \$5000, with additional contractor and administration costs to carry out fire prevention works on your property.

By order of the City of Kalamunda.

RHONDA HARDY, Chief Executive Officer.

BUILDINGS

Asset Management Plan



Draft



**city of
kalamunda**

Document Control					
Document ID: Buildings Asset Management Plan – 2019					
Rev No	Date	Revision Details	Author	Reviewer	Approver
Draft 1.0	31/05/2019	Initial draft	HA	CF, DB	
Draft 1.1	01/08/2019	Revised with comments from CF and DB	HA	CF, DB	
Draft 1.2	07/08/2019	Revised with comments from BJ and DJ	HA	BJ, DJ	
Draft 1.3	09/08/2019	Further revisions.	DB		

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Draft

Draft

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1 Executive Summary

The focus of this Buildings Asset Management Plan (AMP) is to provide details on the current status of the City of Kalamunda's (the City) buildings portfolio and to provide funding levels that are supported by community feedback for improvements to amenity standards.

The City has a Buildings asset portfolio consisting of 262 buildings with a Total Gross Replacement Cost (GRC) of \$106.1 Million. A summary by building category is shown in Table 1 below:

Table 1. Summary of Portfolio

Building Category	Total Gross Replacement Cost \$	Number of Buildings
Amenities Blocks	\$4,404,818	32
Community Facilities (General)	\$36,495,686	41
Emergency Service/Facility	\$1,142,957	4
Heritage Buildings	\$2,942,047	17
Minor Buildings	\$6,754,317	114
Municipal Buildings	\$18,713,773	16
Sporting Facilities	\$35,039,382	35
Communications Towers	\$558,000	3
Total	\$106,050,980	262

The age of many of the City's buildings are now in the 20 to 50 year old range, with the majority of components in condition 2 to 3 (good to fair).

The City's 2018 Community Satisfaction Survey showed a performance index score of 52, however, was below the industry standard at 58, while the recent Buildings Level of Service surveys indicated that an improvement in the short life building components was required especially for floor coverings, painting, lighting, cooling / heating, toilet / shower and change room fitouts.

Respondents also indicated that there was a need to improve accessibility and fit-for-purpose building spaces in regards to facilities for women in sport and the elderly.

The benchmark for maintenance expenditure is considered to be between one percent and two percent of the Gross Replacement Cost, which would equate to an additional funding commitment of approximately \$0.5M per year to meet the 2% standard. This increase is not recommended at this time but can be considered in future reviews of the Buildings Asset Management Plan.

1.1 Recommendations

Recommendations arising from the report include:

1. Adopt the intervention levels whereby components in higher priority buildings are renewed at Condition 4 (Poor) and components in lower priority buildings are renewed at Condition 5 (Very Poor).
2. Increase Operational and Maintenance funding annually in line with asset portfolio growth, to an estimated \$80,000 per year.
3. Develop complementary Building Enhancement Plans linked to projected requirements for change in use (especially facilities for women in sport, disabled, and elderly) or risk mitigation (e.g. asbestos removal).
4. Prepare a Building Maintenance Management Plan.

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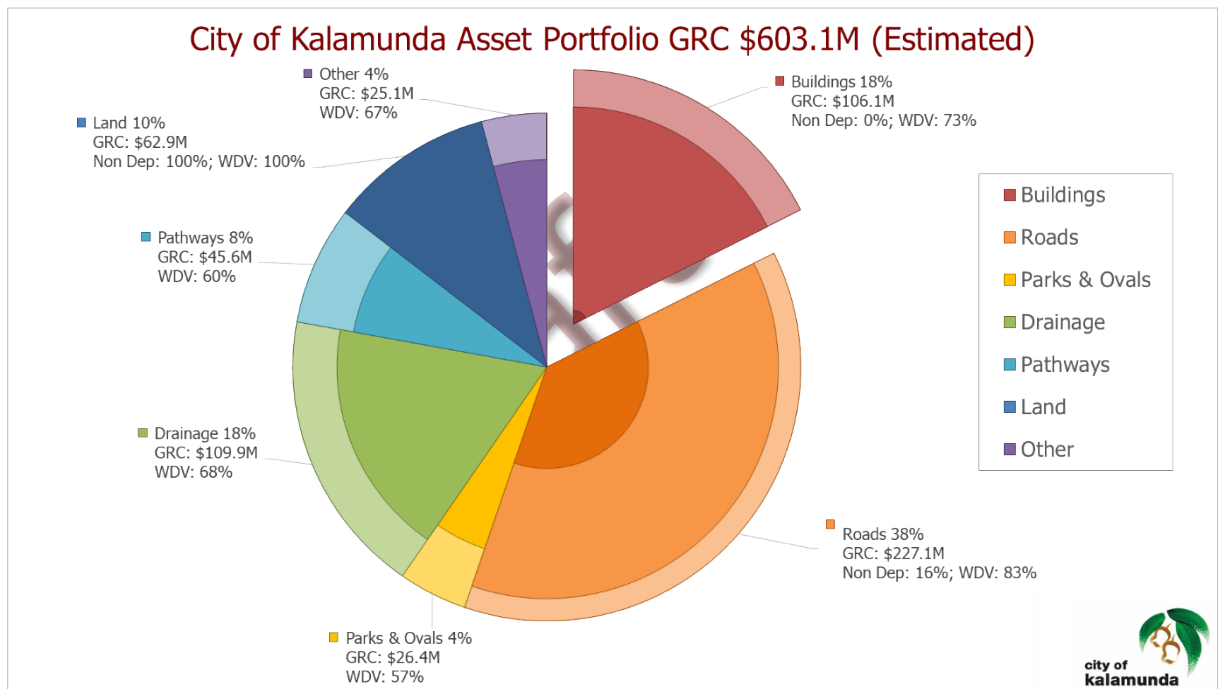
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2 Introduction

2.1 Background

Buildings are a significant part of the City's asset portfolio, comprising 18% of the total gross replacement value (see Figure 1 below).

Figure 1. City of Kalamunda Asset Portfolio



The City has an Asset Management Policy that requires the creation of Asset Management Plans for each asset class. This Buildings Asset Management Plan (AMP) is the first major review since the original Buildings Asset Management Plan written in 2013.

Asset Management Plans are developed for each asset class for the following purposes:

- Sustainable management of assets for the community,
- Informing the Long Term Financial Plan,
- Documenting existing practices and identify opportunities for improvement,
- Meeting legislative and reporting requirements,
- Supporting business cases and funding applications, and
- Supporting community and organisational needs.

This document is informed by:

- Asset Management Policy (Policy C-ASS01 and replaced by Service 4 once adopted),
- Asset Management Strategy 2017 - 2021,
- Long Term Financial Plan 2018-2028, and
- 2019 Asset Levels of Service Community Engagement Results.

Details on Building Categories and Hierarchy are covered in Section 3 Current Status of Building Assets below.

2.2 Alignment to Strategic Planning

This Asset Management Plan has been prepared to align with following objective and strategy of the City's Kalamunda Advancing: Strategic Community Plan 2017 -2027 (Shire of Kalamunda (a), 2017) as adopted by the Council on 26th June 2017.

- Objective 3.2 – To connect the community to quality amenities
 - Strategy 3.2.1 – Optimal management of assets.

The City's Corporate Business Plan (CBP) includes several priority actions for each Strategy (Shire of Kalamunda (e), 2017).

2.3 Legislative Requirements

The City has to comply with various Federal and State legislation and regulations. The main compliance requirements relating to Building Asset Management are detailed in Table 2 below.

Table 2. Legislation and Regulations

Legislation	Requirement
Building Code of Australia (BCA)	Sets out the performance standards for buildings and other structures. The Code refers to many Australian Standards for specific technical performance requirements.
Australian Standards (guidelines)	The national benchmarks for products and services. Apart from those referred to by the BCA (Building Code of Australia), other relevant standards include: Now AS/NZS ISO 31000:2009 Risk Management Standard AS/NZS ISO 31000:2009 Risk Management Principles and Guidelines
Financial accounting standards AASB 116 "Property, Plant and Equipment" and AASB 13 "Fair Value Measurement".	Accounting for assets including valuations.
Local Government Act 1995 (WA) and subsidiary legislation including the following: Local Government (Financial Management) Regulations 1996. Local Government (Functions and General) Regulations 1996	The Act defines the principal legislative framework around which the roles, purpose, responsibilities, and power of local government are set out. Under the Act, regulations comprise a minimum requirement for all WA local governments to develop and maintain a Strategic Community Plan and Corporate Business Plan. This requires the local governments to establish long term service and asset strategies through robust asset management practices.
Occupational Safety and Health Act 1984 and subsidiary legislation including the following: Occupational Safety and Health Regulations 1996	The legislative requirements for organisations and individuals in relation to occupational safety and health.

Legislation	Requirement
Codes of Practice	
Disability Discrimination Act 1994	The responsibilities of the City to provide equitable access for persons with disabilities.
Other Standards and Regulations	Other relevant legal requirements and standards include, but are not limited to: All other relevant State and Federal Acts & Regulations All Local Laws and relevant policies of the organization

2.4 Plan Framework

Key elements of this AMP are:

- Current Status of Assets – describes the age and condition of the asset stock (Section 3),
- Levels of Service – specifies the levels of service to be provided by the assets (Section 4),
- Life Cycle Management – summary on how the City manages its existing and future assets to provide the required services (Section 5),
- Risk Management – provides assessment of higher levels risks to the City in providing the services (Section 6),
- Future Demand – how changes in use and technology will impact on assets (Section 7),
- Financial Summary – what funding is required to provide the required services (Section 8), and
- Asset Management Improvement plan – key actions to improve the City’s buildings asset management (Section 9).

2.5 Data Confidence

A qualitative assessment of overall confidence of the data used in this Buildings Asset Management Plan is shown in Table 3 below.

Table 3. Data Confidence

Data Set	Confidence Level (1: Certain to 5: Doubtful)	Comments
Asset age	2	Validation of age was conducted using historical aerial images.
Asset condition	1	Asset condition assessment and rating of all assets have been carried out within the past 3 years.
Asset inventory completeness (inclusion of all assets)	2	100% of selected level 2 condition data collected. All data collected to inform valuations.

Data Set	Confidence Level (1: Certain to 5: Doubtful)	Comments
Asset inventory accuracy (dimensions and material)	1	As recorded in Assetic myData.
Replacement costs	1	As per the Fair Value valuation.
Useful lives	1	As per the Fair Value valuation.

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3 Current Status of Building Assets

A summary of significance, age, and condition profiles of each asset category related to this AMP is shown in this section.

3.1 Building Priority Significance

The City's buildings have been assigned a priority significance rating ranging from High through Medium to Low, depending on criticality, Heritage Status, and Gross Replacement Cost.

In summary: the total numbers of buildings by percentage of total number are as follows:

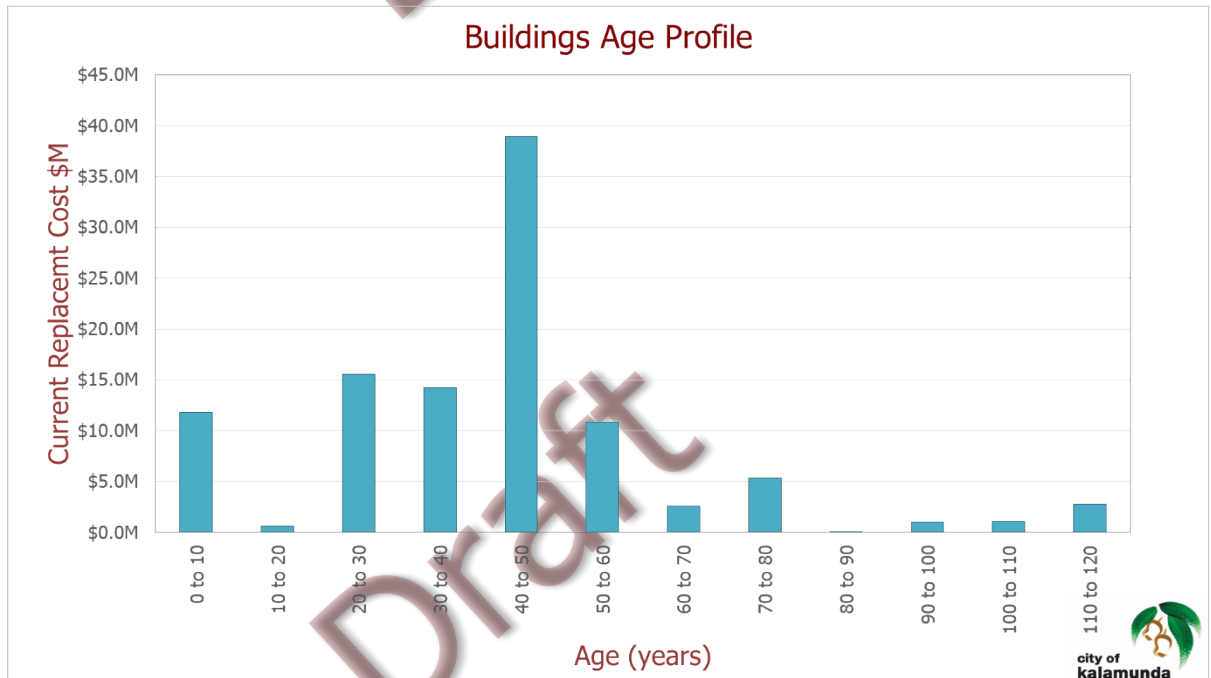
- High Priority: 19 buildings (7%)
- Medium Priority: 60 buildings (23%)
- Low Priority: 183 buildings (70%).

The high priority buildings appear in Appendix F below.

3.2 Age Profile

The age profile of building assets according to the City's asset register as at 30 June 2018 is shown in Figure 2 below.

Figure 2. Buildings Age Profile



The age profile demonstrates that the majority of the City's buildings have been constructed within 50 years. Because of the ongoing maintenance and renewal by the City on various components of buildings, the actual condition of a building will not necessarily be worse for older buildings. This can be seen in the condition profile discussion below.

Notable buildings in the 40 to 50 year range are the following:

- Maida Vale Preschool

- Ray Owen Pavilion

Notable buildings in the 50 to 60 year range are the following:

- Cyril Road Hall
- Lesmurdie Hall
- Reid Oval Pavilion
- Pat Moran Pavilion
- Kalamunda Water Park. This Asset Management Plan (AMP) excludes costs of the pools and slides.

3.3 Condition Profile

The conditions of the Buildings are measured using a 1 to 5 rating system as shown in Table 4 below.

Table 4. Building Asset Condition Rating System

Rating	Description of Condition
1	Excellent condition: only planned maintenance is required.
2	Very good condition: minor maintenance is required in addition to planned maintenance.
3	Good condition: significant maintenance is required.
4	Average condition: significant renewal or upgrade is required.
5	Poor condition: limited serviceability, where significant effort is required to manage the high maintenance cost and high risk.

The condition profiles shown below in Figure 3 below are based on condition rating surveys carried out as part of the 2017 financial re-valuations. Condition 1 represents an asset in new or very good condition, while a 5 represents an asset in very poor to unusable condition. The method of assessing is described in Appendix C 2: Asset Performance Monitoring.

The gross replacement costs for the various building components in each condition rating are shown graphically in Figure 3 below.

Figure 3. Buildings Components by Condition Profile

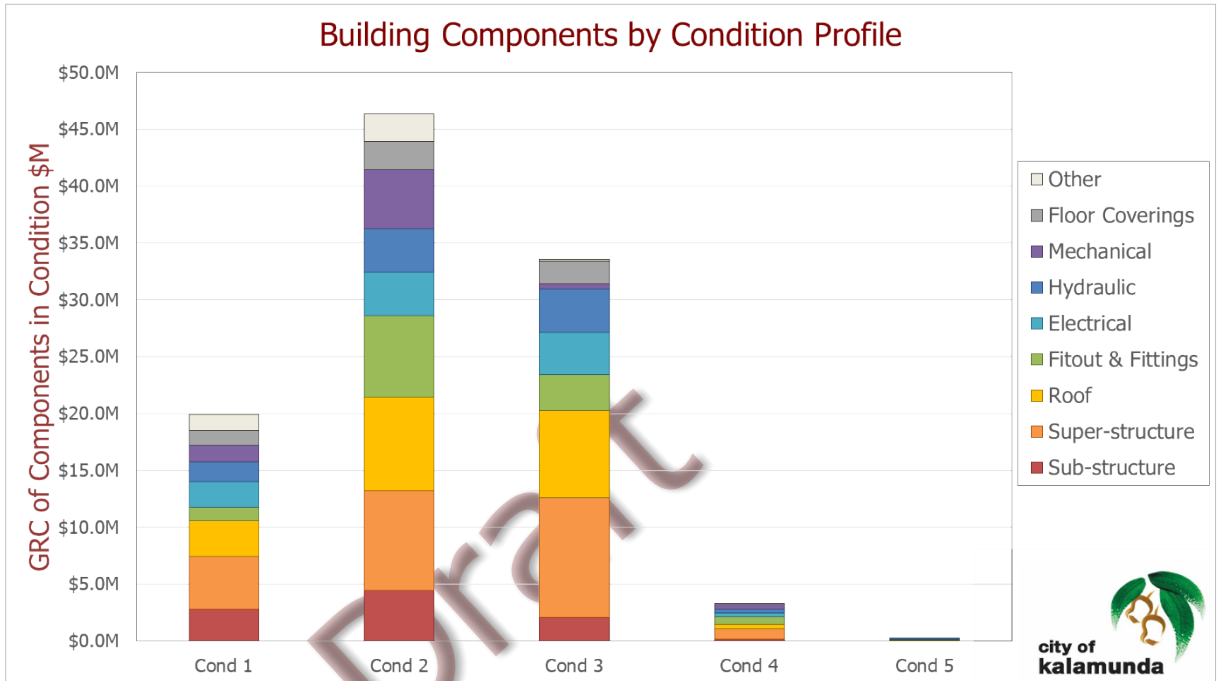


Figure 3 above reveals that the majority of the components are in conditions 2 and 3, which implies that users of the buildings will be conscious of some deterioration in the City’s building facilities. A minority of the components are in conditions 4 and 5: for these, the users will be aware of significant deterioration.

The gross replacement costs for the various conditions for each asset component category are shown graphically in Figure 4 below.

Figure 4. Buildings Conditions by Component Profile

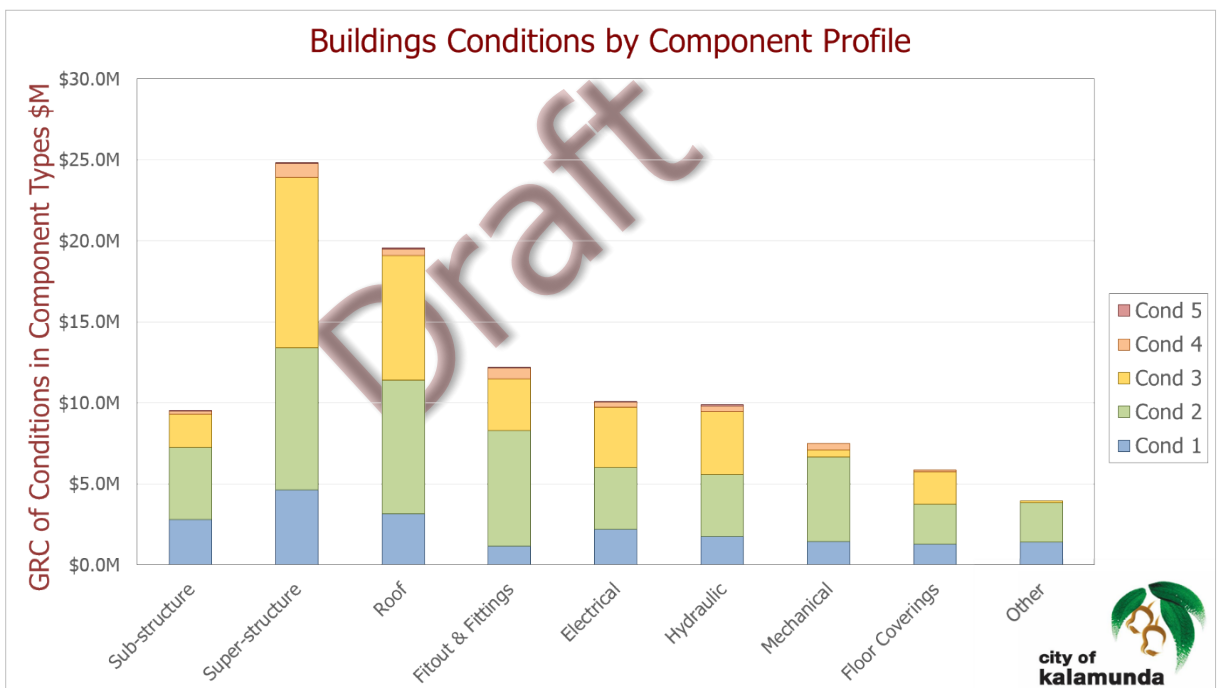


Figure 4 above reveals that each component category has the majority of components in conditions 2 and 3. The presence of condition 4 and 5 components indicates that in some cases (e.g. Painting, Fitout & Fittings, Roof Sheeting and Services) renewal works are required, however the costs will not be significant.

3.4 Level 2 Data Collection

To provide greater detail on the condition and modelling of building asset components, the City has been collecting "Level 2" data on the buildings. This consists of inspecting, measuring, and recording detailed components such as floor covering type, wall surface type, door material and type, and so on. The inspections enable the City to scope more specific renewals such as proportions of interior painting or carpet replacement. The benefit of this higher level of detail is that renewal funding is more closely matched to the condition of the components, leading to more efficient use of funds and resources.

To date, Level 2 data has been collected for 59 buildings, and the information used to inform the scenario modelling in section 8. The recommendation is to continue with this detailed data collection.

Appendix E below contains photographs to assist in visualising the different conditions in selected asset components.

3.5 Recommendations

- Complete Level 2 condition inspections of all buildings.

4 Levels of Service

The level of service is the outcome experienced by users of a particular service. The level of services provide the basis for all life cycle management activities.

The International Infrastructure Management Manual (IPWEA, 2015) defines the levels of services as “the parameters or combination of parameters that reflect social, political, economic and environmental outcomes that the organization delivers”.

Levels of service are defined in 2 different but complementary ways: Community Levels of Service and Technical Levels of Service.

- Community Levels of Service relate to how the community perceives the service in terms that they identify with: e.g. of safety, quality, quantity, reliability, responsiveness, cost / efficiency, accessibility, and legislative compliance.
- Technical Levels of service support the Community Levels of Service by specifying operational or technical measures of performance, which are developed to ensure that the minimum Community Levels of Service are met. These technical measures relate to service criteria such as quality, availability and safety: e.g. how often buildings should be cleaned, or fire equipment inspected, or buildings repainted.

To deliver acceptable service standards for the Buildings assets, the City needs to have a commitment to annual funding. These funds provide for the regular maintenance, upgrade, and timely replacement or renewal of assets. The community is directly impacted if the assets are not maintained and renewed at the accepted service levels.

The following sections 4.1 and 4.2 detail the City’s endeavours to gain an understanding of community’s expectations of levels of service for Buildings assets.

4.1 Community Scorecard 2016 and 2018

In 2016 and 2018 the City commissioned Catalyse Pvt Ltd. to conduct a community survey to evaluate community priorities and measure the City’s performance against key indicators in the Strategic Community Plan. While this survey was not intended directly for asset management, the survey outcomes of can be considered as an indicator for community satisfaction of current building service levels and can be correlated to buildings asset condition to gauge technical level of service.

Figure 5 to Figure 7 below show an average positive rating of 84% from respondents and that the performance index score for the City is slightly below the industry standards for participating Councils in WA.

Figure 5. Summary Outcomes for Buildings, Halls, and Toilets

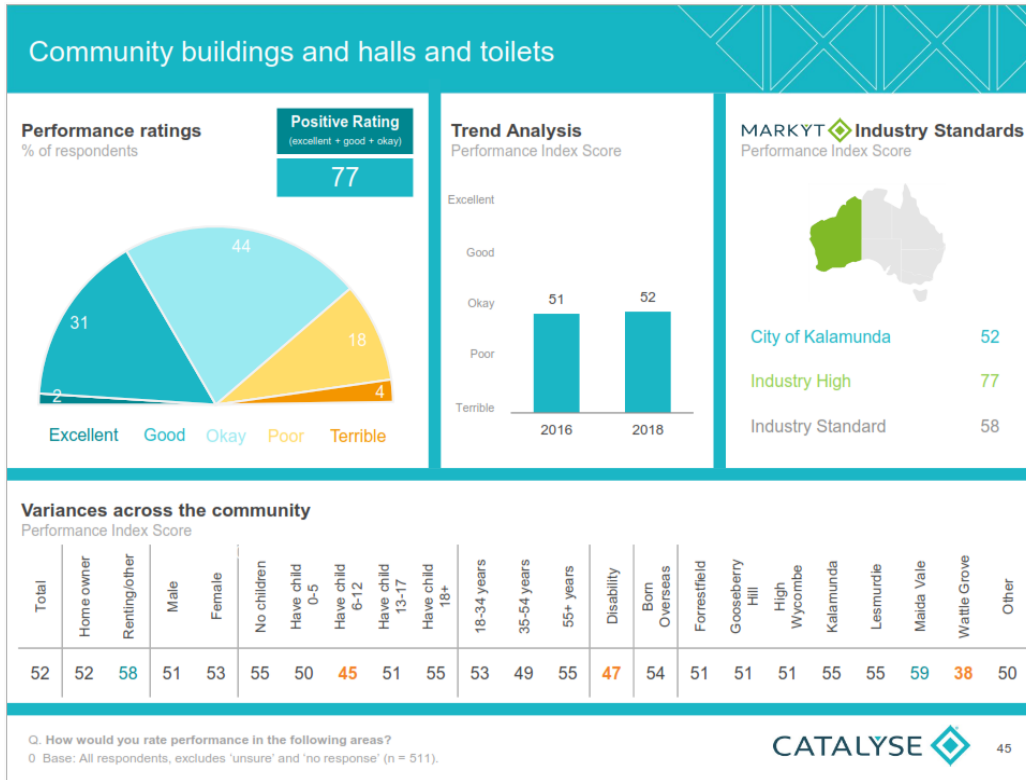


Figure 6. Summary Outcomes for Sport and Recreation Facilities

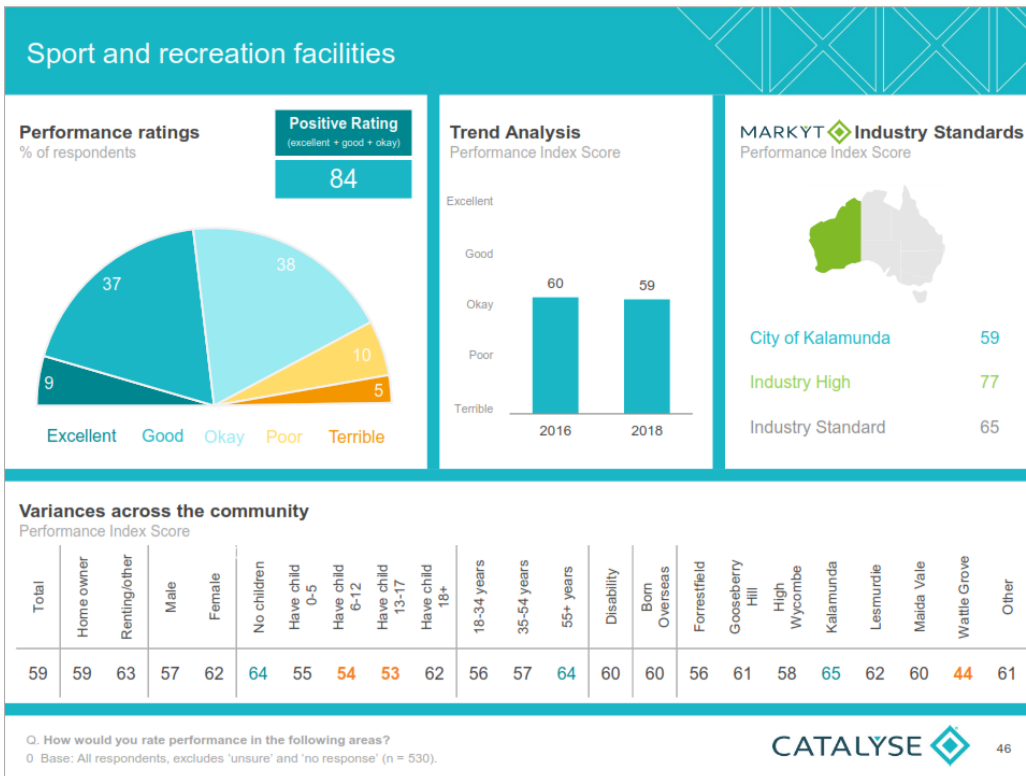
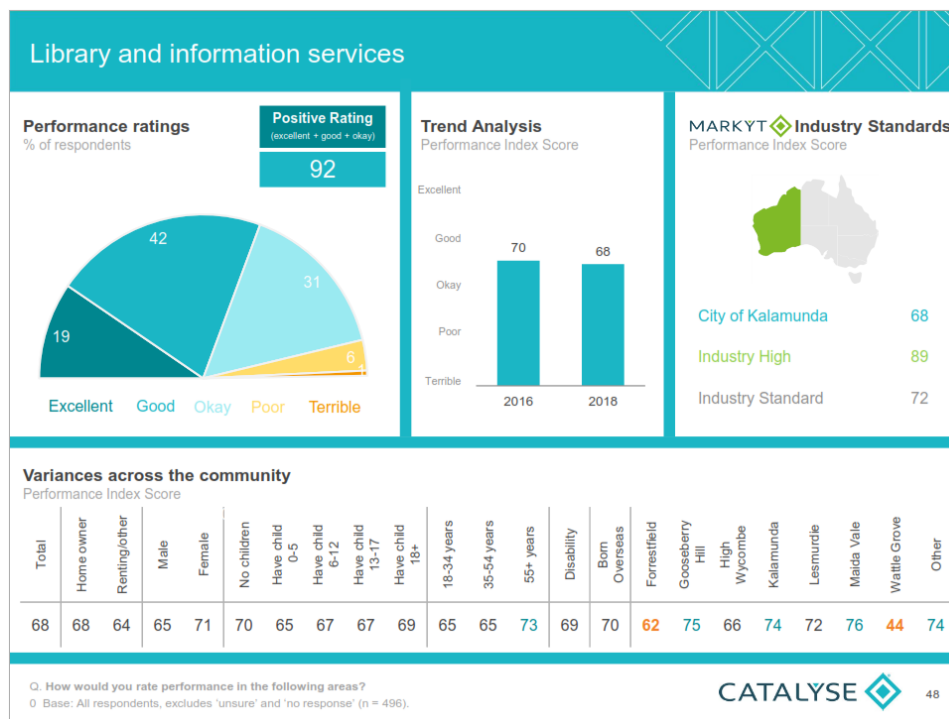


Figure 7. Summary Libraries and Information Services



4.2 Asset Levels of Service Consultation

The City of Kalamunda undertook a Buildings Level of Service Consultation, which closed on 30 June 2019. The community (including public users, lessees, hirers, and City employees) was invited to respond to a survey seeking feedback on the City’s buildings by rating a building’s importance and current performance at a component level for selected components. A copy of the survey is provided in Appendix D below.

A summary of the survey is as follows:

- There were a total of 28 responses from the public users, lessees, and hirers, and 54 responses from internal staff.
- The responses indicated a high level of importance across all areas, ranging from the short life building components (i.e. floor coverings, lighting, painting, cooling/heating, security, toilets, showers, and change-rooms), accessibility, cleanliness, functionality, and management of bookings.
- In regards to performance, the responses indicated a gap, and that improvements in the short life building components were required especially in flooring coverings, painting, lighting, cooling/heating and toilet, shower, and change-room fitouts. The respondents also felt that there is a need to improve toilets, shower and change-room fittings, accessibility, and functionality aspects of the facilities.
- Respondents felt that the management of buildings was generally performing well.

4.3 Community Facilities Plan Community Engagement Summary

The Community Facilities Plan (CFP) Community Engagement Summary provided useful information about the building asset portfolio. The results were generally positive, however

the respondents provided feedback that catering facilities and change-rooms were aged and in need of refurbishment. The respondents were also concerned about gender specific change-room facilities and disability access. The largest reported concern, however not directly related to the building condition, from respondents was that parking at facilities was not adequate.

4.4 Technical and Community Levels of Service

Starting in May 2019, the City of Kalamunda has been involved in a comprehensive exercise, facilitated by consultants, to develop a Maintenance Management Plan. These plans will be used to clearly define the City's Technical Levels of Service.

The exercise covers all asset classes, including buildings. In contrast to other asset classes, buildings have a large component of statutory obligations which translate into regular inspection or maintenance regimens.

4.5 Heritage Building Register

The City of Kalamunda has 30 buildings in its asset register with heritage significance. Six are listed on the State heritage inventory, and 24 are on the Municipal Heritage Inventory (2015). These buildings require special management and maintenance methods; renewals and repairs cannot simply be done with modern equivalent materials and components.

4.6 Recommendations

- Use the Community and internal staff feedback to inform the financial modelling scenarios.
- Continue to develop the City's Maintenance and Management Plans.

5 Life Cycle Management

Building assets are maintained by the City throughout their useful life. Their condition is monitored to ensure that they deliver a satisfactory service to the community at an appropriate cost.

The ability to meet the levels of service is determined, in part, by how these assets are managed through their useful life. When assets do not perform as required, they are renewed, upgraded or disposed of.

Because buildings are one of the three largest asset classes in the City's portfolio, building assets are a significant expenditure for the City. In addition, the management of building assets is the most difficult of all asset classes because of the diverse range of components with their associated maintenance and renewal activities and direct usage by the community.

The International Infrastructure Management Manual (IPWEA, 2015) provides a summary of the asset lifecycle as shown in Figure 8 below.

Figure 8. Asset Lifecycle (Source: IPWEA IIMM, 2015)



5.1 Identifying Need

The City of Kalamunda develops master plans to identify the needs for buildings. Using demographic projections, changes in usage demands for different types of facilities, and town planning methods, the master plans and strategies such as the Community Facilities Plan can inform the number and type of facility that is needed in the future. This exercise can result in renovating existing facilities, replacing or providing new facilities, or demolishing facilities that are no longer needed.

5.2 Operational and Maintenance Planning

Maintenance is defined as actions required to address loss of condition in order to allow an asset to reach its originally intended useful life. An example for buildings is replacing a water heater element, replacing broken floor tiles, and repairing roof water leaks.

The different kinds of maintenance are described in Table 5 below.

Table 5. Definition of Maintenance Types

Maintenance Type	Description
Reactive	Maintenance performed after the issue is discovered or reported. The discovery is after the use of the asset has been affected and the level of service has been reduced. An example would be the repair of a blocked toilet.
Planned	Maintenance performed to prevent the loss of condition in an asset and to keep the required level of service. An example would be the replacement if necessary of the compressor in an air conditioning unit, after identifying the need for replacement before the component fails.
Cyclical	A form of planned maintenance, performed at regular intervals. An example would be the inspection and cleaning of air conditioner filters.

Operational activity is defined as actions performed in order to make the asset practically useful and which do not affect the asset condition. Examples would be providing electricity for lighting, or cleaning. The forecasts include electricity and water consumption.

While the City currently has various maintenance programs and emergency response mechanisms for the Buildings assets, a recommendation is to develop and document a formal maintenance / operational plan that is linked to the City's overall Asset Management and corporate goals. This plan is required to address key service delivery risks (Section 6) and be able to help meet community expectations (Section 4).

Operational and maintenance planning consists of following activities according to the *International Infrastructure Management Manual* (IPWEA, 2015):

- Establishing operational objectives and intervention criteria,
- Developing maintenance plans and procedures,
- Developing operational process plans,
- Planning for emergencies, crises and incidents,
- Operational structure and support requirements, and
- Operational improvements.

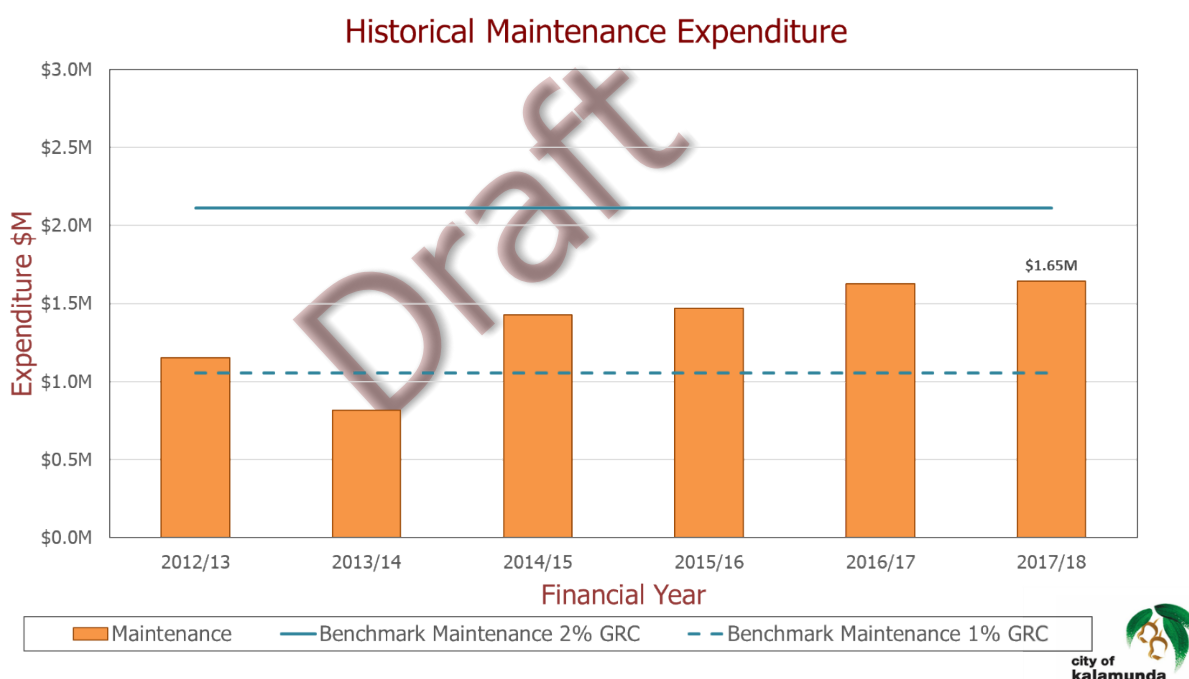
The City's current work order and complaints recording system is not effective in extracting information on maintenance work types, costs, and identification of assets on which the maintenance is carried out. This is one of the key barriers for maintenance planning and for asset life-cycle costing, with this information needed to identify optimum renewal intervention levels for the renewal of assets.

It is recommended to investigate using a maintenance software system with mobile capability. The existing asset management system Assetic has this capability and would be considered as a preference.

5.3 Historical Maintenance Expenditure

Figure 9 below shows the breakdown of the City’s annual maintenance expenditure related to buildings over recent years. This excludes specific works targeted at new or upgraded amenities and building code standard compliance requirements.

Figure 9. Historical Maintenance Expenditure



It can be seen that there has been a steady increase in the maintenance expenditure for the building assets.

The benchmark for maintenance expenditure is considered to be between one percent and two percent of the Gross Replacement Cost. These percentage values are from a widely used industry estimate for local government assets.

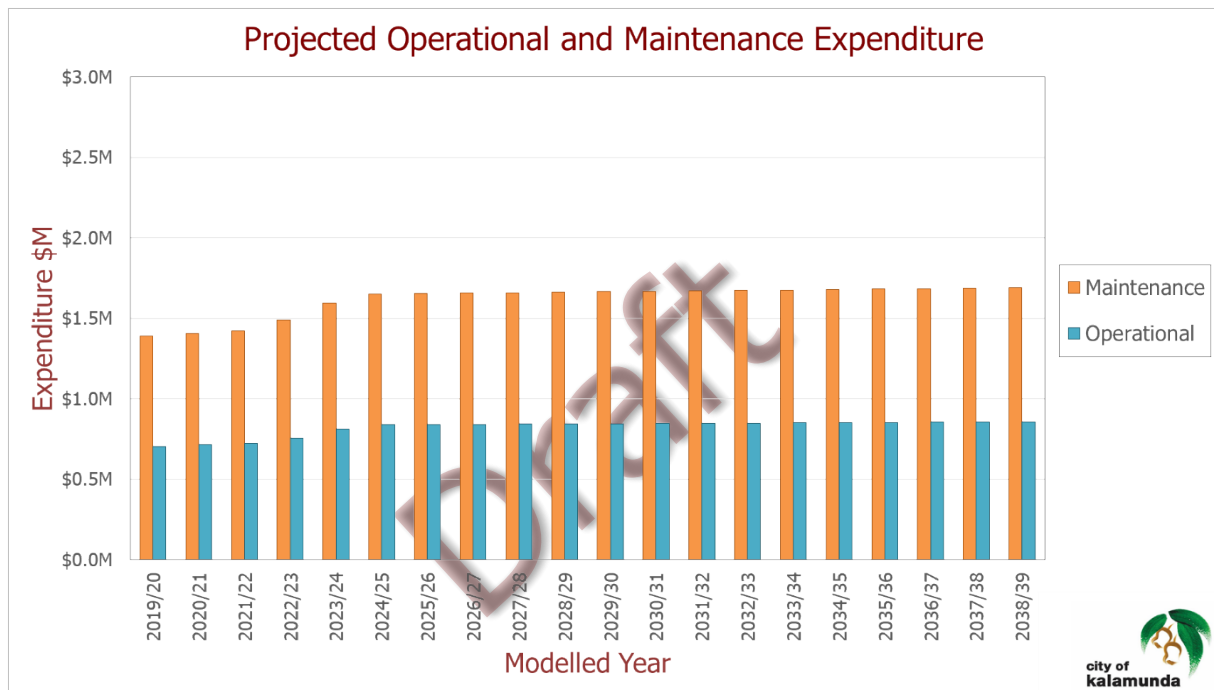
Figure 9 above shows the historic levels of maintenance expenditure, which are between one and two percent of Gross Replacement Cost (GRC). If the two percent value is used as the benchmark, it would indicate that there is a current shortfall in maintenance funding.

5.4 Projected Future Operational and Maintenance Expenditure

Based on the growth and demand analysis for the projection of the portfolio values (as shown in Section 8 below particularly in Figure 12), the projected maintenance and operational expenditure are shown in Figure 10 below. The projection of the maintenance and operation will increase proportionately with the increases in the gross replacement cost. These figures will need to be reviewed in line with future costs.

Note that because the convention for Asset Management Plans is to present costs in current dollar values (2018/19), utility prices will appear to be constant: in practice, they will increase with inflation.

Figure 10. Projected Operational and Maintenance Expenditure



From Figure 10 above it can be seen that operational and maintenance expenditure are projected to rise because the portfolio is projected to grow.

5.4.1 Leases and Licences

To improve lifecycle management of the building asset portfolio, the City is in the process of standardising the leases and licences to define the responsibilities of each party.

5.5 Renewal and Upgrade needs

The City of Kalamunda identifies and scopes renewals as follows:

- Considering components in the portfolio in a poor condition or near the end of their useful lives
- Considering new legislation
- Considering changes in demographics and community needs
- Considering development initiatives by the City in various Master Plans.

For issues such as improving disability access and removing hazardous asbestos material, the City takes the opportunity to address these issues if possible when the assets require other work.

5.6 Disposals and Rationalisation

The following low use or poor condition buildings were identified as part of the Councillor Strategic Retreat in January 2017 for functional evaluation and consideration for disposal.

Table 6. Summary of Disposals and Rationalisations

Building	Comments from Strategic Councillor Retreat January 2017
Alan Fernie Pavilion	Deferred – pending feasibility study
Kalamunda Toy Library	Subject to redevelopment of the Kalamunda Community Learning Centre
Carmel Hall	Subject to redevelopment of the Kalamunda Community Learning Centre
Headingly Road Cottage	Subject to redevelopment of the Kalamunda Community Learning Centre
Kalamunda Child Health Clinic	Subject to redevelopment of the Kalamunda Community Learning Centre
SKAMP Hall	Pending sourcing of relocation option

5.7 Activity Summary

A summary of various activities undertaken during the lifecycle of Buildings assets is detailed in Table 7 below.

Table 7. Summary of Building Assets Lifecycle Activities

Lifecycle stage	Detailed Activity
Identify Need (New)	Community engagement can identify needs to create or upgrade existing buildings. The Community Facilities Plan (draft) and Master Plans are developed to consider community needs and then determine adjustments to the asset portfolio and to the management of assets.
Identify Need (Upgrades)	Changes in legislation and standards such as accessibility require the City to address concerns by improving existing facilities.
Plan Design Create/Build	The activities to create new building assets (or to adapt existing assets) are project managed by the City, which includes planning, design, and construction. The City's Project Management Framework governs project management activity.
Operate/ Maintain	The activities and assets define the operational and maintenance requirements.
Rehabilitate/ Renovate (Renewal)	Assetic Predictor allows predictive modelling which creates Asset renewal works for consideration in the Long Term Financial Plan. Buildings are renewed when they: <ul style="list-style-type: none"> • Reach a condition requiring renewal • Are obsolescent or vacant and are not identified for disposal • Need to be upgraded to current standards and legislation. <p>In some cases external consultants are involved for geotechnical and structural work.</p>

Lifecycle stage	Detailed Activity
Dispose	Disposal requirements are assessed on the merits of individual cases. Rationalisation plans identify assets to be disposed. These can arise in response to changing needs or usage patterns.

5.8 Recommendations

- Develop a Maintenance Management Plan to include routine defects inspection intervals, service standards (for example quality and timeliness of repairs), and performance measures.
- Develop complementary Building Enhancement Plans linked to projected requirements for change in use (especially facilities for women in sport, disabled, and elderly) or risk mitigation (e.g. asbestos removal).
- Review the maintenance funding levels and compare with expected service standards to determine if the maintenance expenditure needs to increase to 2%.
- Investigate the use of Assetic or similar software for improved maintenance management including mobile capability for field crews and integration with Assetic.
- Continue to rationalise and dispose of buildings as part of the rationalisation plan.

6 Risk Management

6.1 Risk Assessment for Buildings Assets

An assessment of risks associated with building assets has been undertaken in accordance with the City's risk management framework. This assessment has identified a number of high inherent risks to the City, as shown in Table 8 below, along with the residual risk that will result or is resulting because of the City's risk mitigation measures. (No inherent risks were evaluated as Extreme.)

Table 8. Building Risks Assessed as High

Risk	Risk Rating (Inherent)	Recommended Treatment	Risk Rating (Residual)
Financial: insufficient funding for required renewals	(Critical/Possible) High	Progress Asset Management Maturity. Integrate assessed renewal requirements into budgets with priority over new works. Provide sustainability information for elected members for the Long Term Financial Plan and annual budget considerations.	(Moderate/Possible) Medium
Health and Safety: Building fitout becomes unsafe	(Critical/Unlikely) High	Develop a works management system including programmed maintenance and inspections. The City already has a full asbestos register with associated identification and work procedures.	(Moderate/Unlikely) Low
Health and safety: asbestos elements cause health issues	(Critical/Unlikely) High	Use upgrade and renewal opportunities to include asbestos removal on a case-by-case basis.	(Significant/Rare) Low
Health and safety: fire danger	(Critical/Unlikely) High	Managed through bush fire management planning and processes.	(Moderate/Rare) Low

6.2 Asset Criticality

The identification of critical assets is essential for risk minimisation and prioritisation of budgets. Table 9 below lists the critical assets.

Table 9. Building Critical Assets

Building Asset	Description of Critical Asset
Zig Zag Cultural Centre	Identified in Corporate Business Plan (Priority Action 1.3.2.6) as requiring a Business Development Plan to achieve annual growth in revenue. Identified in Corporate Business Plan (Priority Action 1.3.2.9) as requiring an individual Asset Management Plan to ensure appropriate level of maintenance and renewals. Target date June 2021.

Building Asset	Description of Critical Asset
Kalamunda Performing Arts Centre	Identified in Corporate Business Plan (Priority Action 1.3.2.8) as requiring a Business Development Plan to achieve annual growth in revenue. Identified in Corporate Business Plan (Priority Action 1.3.2.9) as requiring an individual Asset Management Plan to ensure appropriate level of maintenance and renewals. Target date June 2021.
Heritage Buildings	Identified in Corporate Business Plan (Priority Action 1.3.2.17) as requiring a condition assessment. Target date June 2019.
Administration Centre	The main facility from which the City of Kalamunda performs its administrative functions and duties.
Operations Centre	The main facility from which the City of Kalamunda performs its operational functions and duties and responds to community requests.
Community Emergency Refuges High Wycombe Recreation Centre Hartfield Park Recreation Centre Ray Owen Recreation Centre	Acts as a safe point of refuge during disaster events e.g. bush fires.

6.3 Asbestos Management

The City of Kalamunda has 57 buildings with asbestos containing materials. In the last four years five buildings have had asbestos totally removed, and thirteen have had asbestos partially removed or asbestos treated (e.g. sealed by painting).

The City of Kalamunda is currently developing an Asbestos Management Plan for the period 2019 to 2022. The plan is part of a suite of documents addressing asbestos containing materials. Additional documents in the suite are an Asbestos Management Policy, an Asbestos Management Procedure, and Asbestos Registers.

The City seeks to be transparent about the presence and management of asbestos containing materials in the Asset Portfolio to:

- Manage, remove, and dispose this material to ensure safety, and
- Encourage property owners to address asbestos issues on private property.

The City uses the assumption rule to arrive at a conservative assessment of possible asbestos containing materials based on date of construction.

When renewals or upgrades occur on buildings, the projects will be scoped to prioritise removal of all asbestos containing materials where feasible. This has been recommended to continue.

6.4 Bushfire Management

The City of Kalamunda maintains bushfire management reports for relevant properties and their buildings. The reports are produced by professionals with Bushfire Planning and Design (BPAD) accreditation. The assessments take a number of factors into account, including location, slope, and surrounding vegetation.

The separation of the site or building from the surrounding vegetation determines the potential bushfire impact (Bushfire Attack Level). The entire site is managed according to the highest Bushfire Attack Level affecting any part of the site.

The City manages the assessed sites according to the standards required in the management reports. The City is updating its lease obligations to manage fire risk elements such as the accumulation of combustible material in gutters.

6.5 Climate Change

In the short to medium term, the impacts of climate change on the City's Building assets are unlikely to be significant. However, it is recommended to stay abreast of evolving developments, research and evidence in relation to effects of climate change.

In the long term the main change expected is an increase in the intensity of rainfall and storm events.

To prevent further impacts to climate change, the tendency will be for greater environmental stringency and hence increased expense in disposal of materials or waste products for renewal and painting programs. There will be an increased tendency to focus on renewal energy and energy efficiency in City buildings, and an increased tendency for residents and ratepayers to focus on these issues and to influence directions.

6.6 Recommendations

- Continue to prioritise renewals where asbestos containing materials can be removed.

7 Future Demand

7.1 Managing Demand

The construction of new or the major upgrading of existing buildings includes the requirement for the increase of operational, maintenance, and renewal funding.

Detailed business cases are required prior to inclusion in the City's LTFP to ensure that proposed works are sustainable.

7.2 Population and Demographics

The population prediction conducted in September 2017 indicated that population in the City would grow by 14% or 8,195 persons during the period 2016 – 2026. Further, the prediction notes "The largest increase in persons between 2016 and 2026 is forecast to be in ages 75 to 79, which is expected to increase by 1,096 and account for 4.2% of the total population of the City." (See Appendix A for more details.)

General growth in the population will drive the increase in requirements for building assets. In addition, the disproportionate increase in the elderly demographic will mean that accessibility and inclusion considerations will become more significant, and that use of City buildings for social and well-being activities by senior citizens will tend to increase.

7.3 Technological Changes

Some technological changes may drive expectations of residents for facilities to be provided in buildings, e.g. smart lighting, improved air conditioning, and closed circuit television.

As the population ages, consideration will need to be given to an increasing number of gophers and mobility aids which will require wider moving space in buildings and other retrofits.

Other technological changes will tend to assist asset management of buildings, such as building management systems.

It is also possible that technology changes impacting on the road network (e.g. driverless vehicles and electric vehicles) may affect the buildings assets: e.g. drop off zones and reduced parking demands, and the need for electric vehicle charging stations.

7.4 Changes in Function and Classification

The trend in community facilities is to provide multi-use and adaptable buildings, enabling a range of activities within larger spaces, which can be adjusted as the demographic mix and user needs change.

7.5 Energy and Water Efficiency

The City will be continuing to improve on energy and water consumption, with the following actions identified in its corporate plan:

- a) Energy auditing,
- b) Water resource plan, and
- c) Renewable power program.

7.6 Accessibility and Inclusion

As mentioned in Section 4.3, requests have been made for improved disability access.

Opportunities will be taken to improve accessibility and inclusion when triggered by work or upgrades on existing assets.

The City of Kalamunda's Disability Access and Inclusion Plan (2017 to 2022) includes strategies affecting buildings. The strategy is comprehensive in that it addresses accessibility holistically from parking through footpaths to buildings.

Associated with the buildings assets, the City is commencing a program of upgrading the Australian Council of Rehabilitation Organisations on Disability (ACROD) accessible parking bays. This will include local path connections.

7.7 Major Facility Upgrades

The following major new works, upgrades, and renewals are currently listed in the City's Long Term Financial Plan (LTFP):

- Kalamunda Community Centre – new building,
- Aquatic Centre – feasibility and investigation for new facility,
- Kalamunda Archery Club – building renewal,
- Ray Owen Reserve – Master Plan implementation including extension of existing stadium, covered netball court, upgrade extensions, and carparks,
- Maida Vale Reserve – Master Plan implementation and pavilion extension,
- Kalamunda Library roof replacement,
- Fleming Reserve toilet block renewal, and
- Kalamunda Tennis Club toilet block refurbishment

Current Master Plans that include recommendations for facility upgrades include:

- Maida Vale reserve,
- Ray Owen Reserve,
- Scott Reserve,
- Hartfield Park,
- Stirk Park, and
- Kalamunda Activity Centre Plan.

7.8 Community Facilities Plan (Draft)

The recommendations from the draft Community Facilities Plan were considered during the preparation of the Buildings Asset Management Plan (AMP). The recommendations are reflected in other sections within the AMP.

7.9 Structure Plans

The Forrestfield North District Structure Plan has identified a possible community centre will be provided within the residential precinct, to be delivered in the next ten to twenty years.

As the timing for this facility cannot be confirmed within the current Long Term Financial Plan, it has not been included in the modelling.

7.10 Recommendations

There are no new recommendations arising for this section.

Draft

Draft

8 Financial Summary

8.1 Fair Value

Determining the Fair Value of assets requires choosing the appropriate method of valuation. The AIFMM (IPWEA 2015) defines three levels of assessment, in order of their preference, as shown in Table 10 below.

Table 10. Fair Value Assessment Methods

Fair Value Assessment	Description
Level 1: quoted prices in active markets	An active market for these assets exists, in which quoted prices are available for identical assets. These quoted prices can be consulted at the required measurement date. A professionally qualified valuer can provide valuations.
Level 2: observable inputs	Quoted prices are not available at the date of measurement (or at all), but other publicly observable indications are available to allow determination of the asset values.
Level 3: unobservable inputs	The owning organisation has records of costs of creating the assets, but these costs vary for each organisation and are not precisely predictable by external parties apart from information from the organisation. A depreciate cost method is applied to each asset.

During a formal revaluation, as last occurred for the buildings assets in 2017, Levels 1 and 2 were used depending on the relative theoretical market for the overall buildings. The more detailed modelling undertaken based on the City's Level 2 component data uses Level 1 prices on a unit rate basis.

The fair value of the Building Asset portfolio appears in Table 11 below.

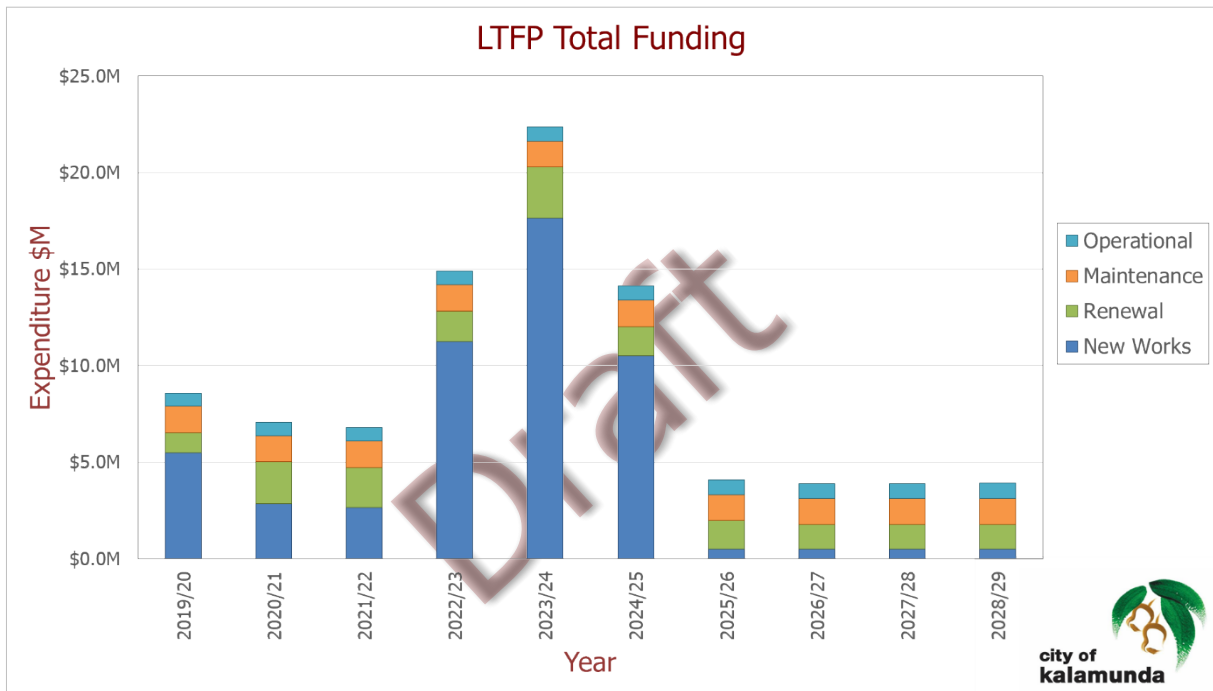
Table 11. Building Asset Portfolio Fair Value Summary

Building Category	Number of Buildings	Total Gross Replacement Cost \$	Written Down Value \$	Annual Depreciation \$
Amenities Blocks	32	\$4,404,818	\$3,195,736	\$57,655
Community Facilities (General)	41	\$36,495,686	\$26,737,312	\$594,869
Emergency Service/Facility	4	\$1,142,957	\$844,631	\$17,713
Heritage Buildings	17	\$2,942,047	\$1,865,288	\$45,151
Minor Buildings	114	\$6,754,317	\$4,683,428	\$94,861
Municipal Buildings	16	\$18,713,773	\$14,650,237	\$300,132
Sporting Facilities	35	\$35,039,382	\$25,450,019	574,676
Communications Towers	3	\$558,000	\$353,825	\$5,897
Total	262	\$106,050,980	\$77,780,475	\$1,690,954

8.2 Financial Statements and Projections

Figure 11 below reflects the current funding amounts listed in the City’s ten year Long Term Financial Plan (LTFP).

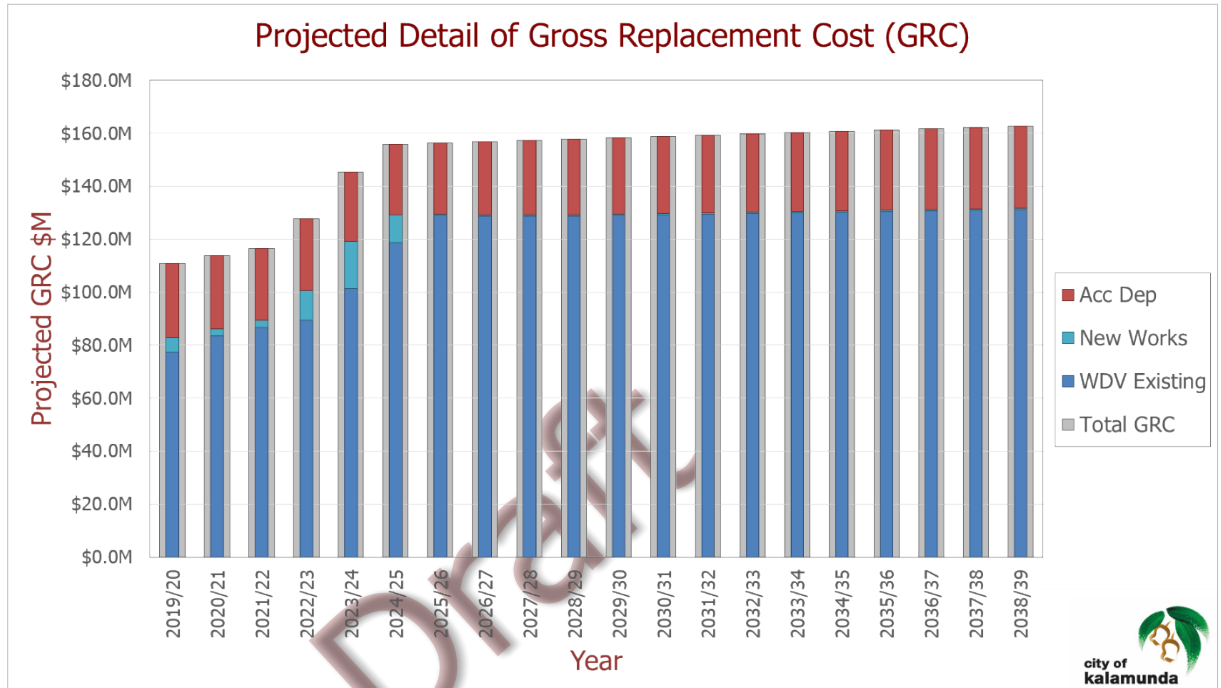
Figure 11. Current LTFP Total Funding



The current LTFP 2019 to 2029 does not contain projections of operational and maintenance expenditure for expected growth in the gross replacement cost of the buildings portfolio. The valuation of the building portfolio is projected to vary as shown in Figure 12 below. The major new works and renewals in the first five years (2019/20 to 2024/25) include the following:

- Ray Owen Master Plan implementation 2019/20 to 2023/24, valued at \$17.96M.
- Kalamunda Community Centre 2019/20 to 2020/21, valued at \$5.95M.
- Aquatic Centre 2022/23 to 2024/25, valued at \$21.0M.
- Maida Vale Pavilion expansion 2020/21 to 2022/23, valued at \$3.29M.
- Kalamunda Archery Club 2020/21 to 2021/22, valued at \$0.57M.

Figure 12. Projected Detail of Gross Replacement Cost (GRC)



Note: total building replacements or new buildings have not been included beyond 2025.

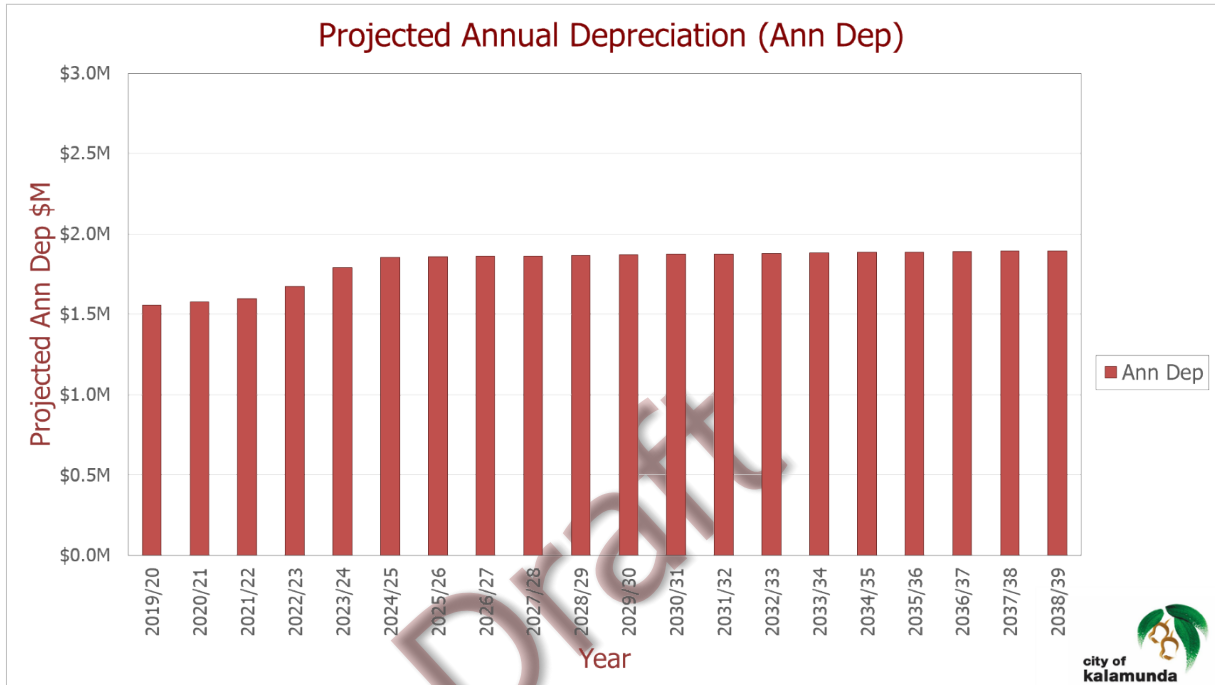
The projected GRC is derived by considering disposals, new works, projected annual depreciations, and renewals budgeted in the Long Term Financial Plan. It can be seen from Figure 12 above that the overall gross replacement cost of the portfolio is projected to grow because of the addition of new assets, which will also increase the annual depreciation. The growth in GRC will also increase the requirements for operational and maintenance expenditure.

Based on the increase in Gross Replacement Cost, projections appear below for individual aspects of the financials:

- Annual depreciation,
- Maintenance expense, and
- Operational expense.

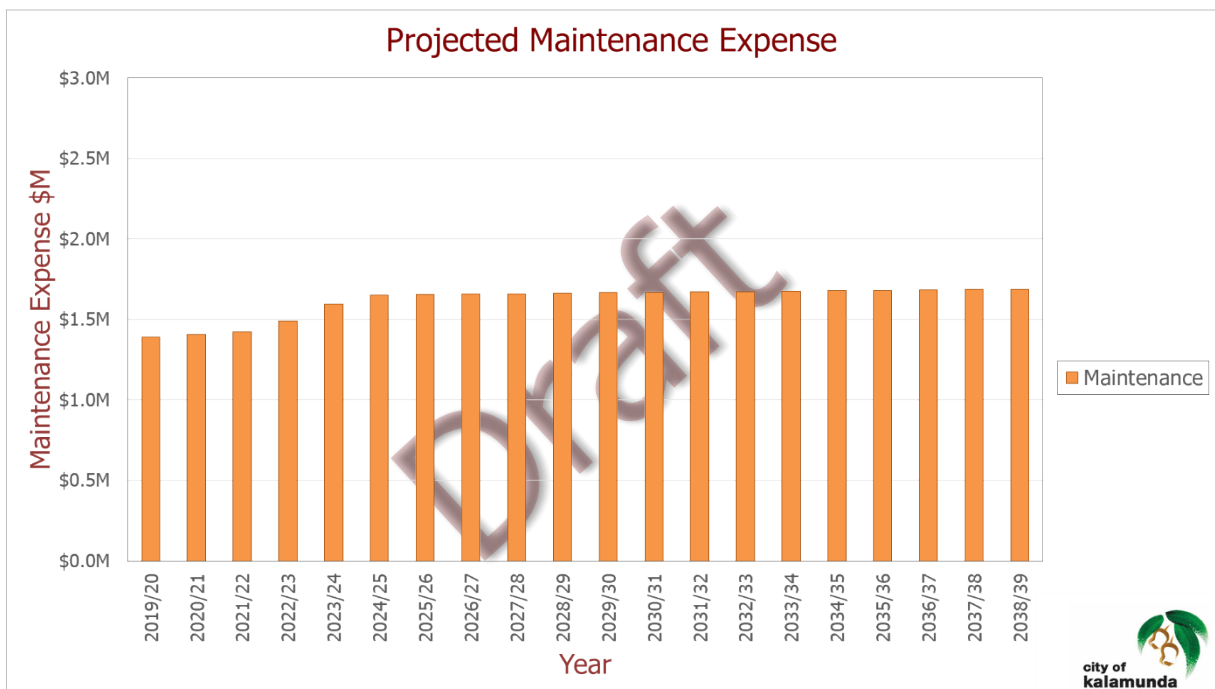
Figure 13 below shows the projected annual depreciation. The annual depreciation will increase because the gross replacement value of the buildings asset portfolio will grow. The increase in annual depreciation means that the renewals budgeted in the Long Term Financial Plan should be increased in real terms and not simply marked up to keep pace with inflation.

Figure 13. Projected Annual Depreciation Cost (Ann Dep)



The projected Maintenance Expense is shown in Figure 14 below. The rising value of the portfolio means that the maintenance expense will rise proportionally. This means that the budgeted figures in the LTFP should take the additional portfolio demands into account.

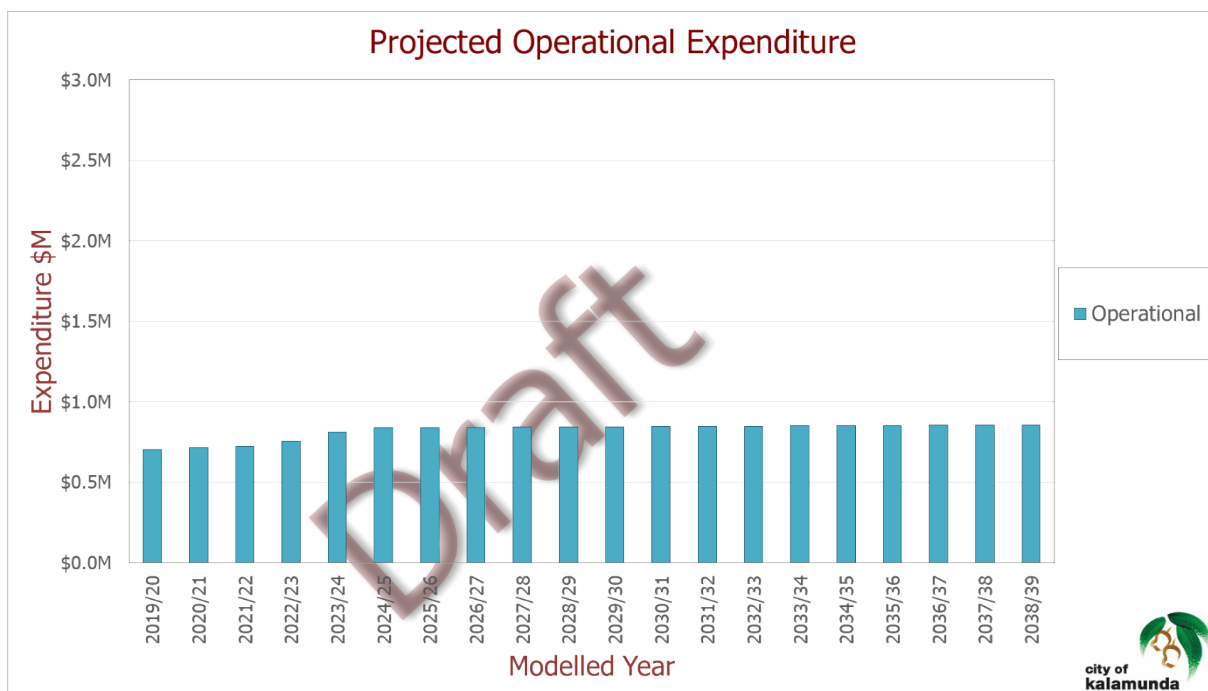
Figure 14. Projected Maintenance Expense



The projected Operational Expense is shown in Figure 15 below. The rising value of the portfolio means that the operational expense will also rise.

Note that because the convention for Asset Management Plans is to present costs in current dollar values (2018/19), utility prices will appear to be constant. In practice, the utility prices are expected to increase as charged by the utility providers.

Figure 15. Projected Operational Expense



8.3 Current Funding Levels and Requirements Analysis

Three scenarios have been considered in the analysis. Each scenario leads to a different level of required funding. In the order of increasing level of service, and therefore increasing level of required funding, the scenarios are listed in Table 12 below.

Table 12. Funding Scenarios Analysed

Scenario	Description
Scenario 1: Intervene at Condition 5	Both short and long life components are renewed at condition 5. This is most financially conservative scenario, leading to the lowest level of service. Users of the buildings will be conscious of assets and components becoming obviously dilapidated before renewal.
Scenario 2: Intervene based on Short Life and Long Life Components	For all building assets, the short life components are renewed at condition 4, and long life components are renewed at condition 5. This scenario has a higher lifecycle cost, but provides a higher level of service. Users of the buildings will experience a better condition of short life components such as flooring, fitout, painting, and equipment.

Scenario	Description
Scenario 3: Intervene based on Priority of Building	<p>For the 19 high priority buildings, both the short life and long life components are renewed at condition 4.</p> <p>For all other buildings, both the short life and long life components are renewed at condition 5.</p> <p>This scenario has an intermediate lifecycle cost, and provides a higher level of service for both short and long life components of selected buildings.</p>

In the financial analyses which follow, the required expenditure and renewal dates are predicted from the City’s asset Management system Assetic Mydata. The planned expenditure is from the renewal provisions in the Long Term Financial Plan (LTFP).

Figure 16 below shows the financial analysis for Scenario 1. The Long Term Financial Plan has adequate funding identified for Scenario 1.

AS the City’s current LTFP is only based on ten years, the planned expenditure for years 11 to 20 are assumed to be averages of the values in the ten Year LTFP.)

Figure 16. Funding Gap Analysis Scenario 1

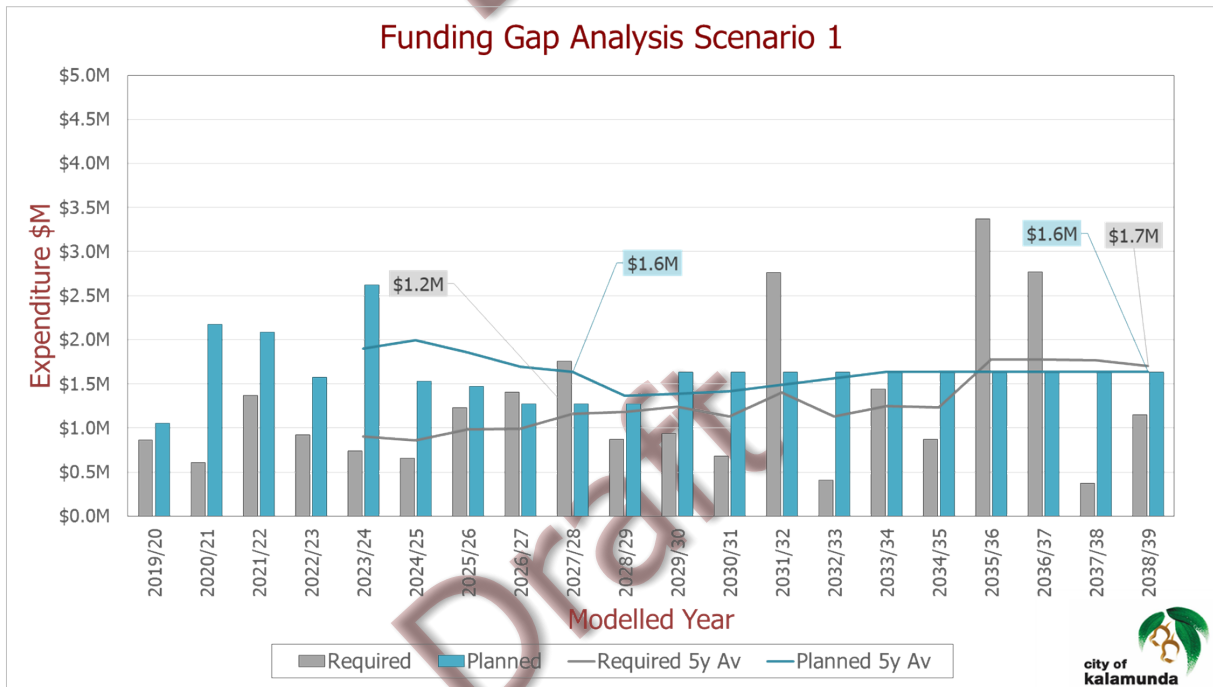


Figure 17 below shows the financial analysis for Scenario 2.

The Long Term Financial Plan has marginally adequate renewal provisions for the requirements of Scenario 2, with a break even position after the first 10 years and an average shortfall of \$0.1M at the twentieth year.

Figure 17. Funding Gap Analysis Scenario 2

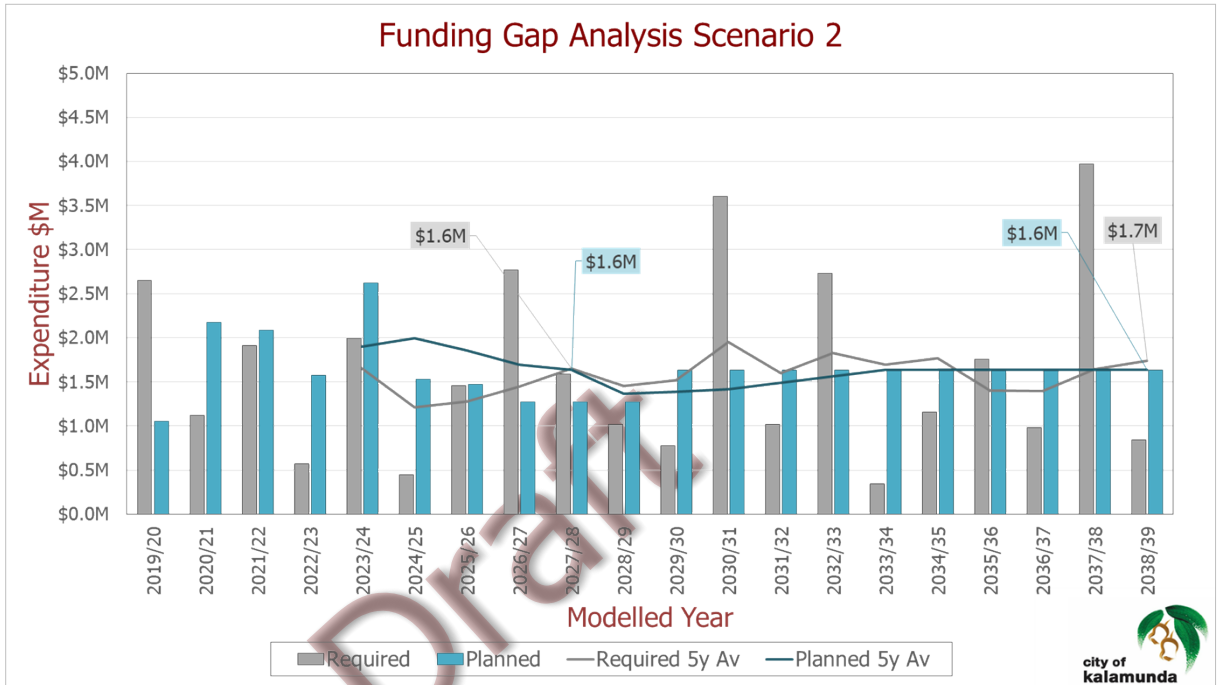
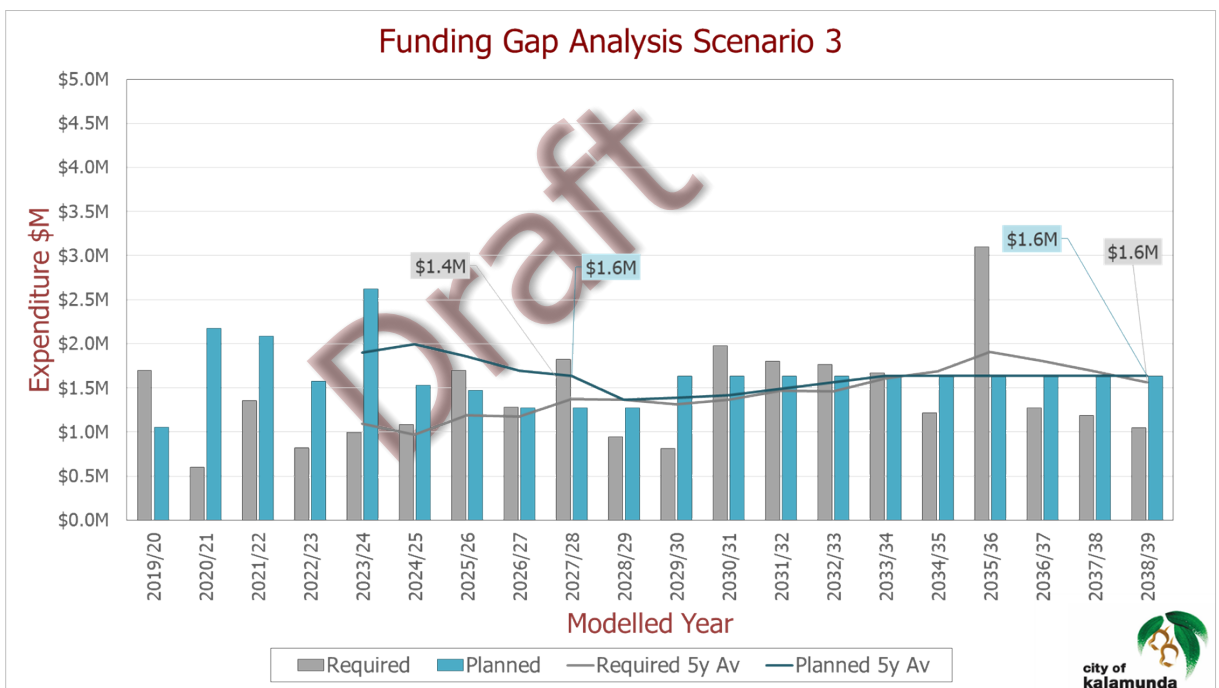


Figure 18 below shows the financial analysis for Scenario 3.

The Long Term Financial Plan has adequate renewal provisions for the requirements of Scenario 3, with a surplus of \$0.2M after the first 10 years and break even in the twentieth year.

Figure 18. Funding Gap Analysis Scenario 3



A comparison of the above scenarios demonstrates that there is an opportunity to provide a higher level of service than Scenario 1 either on select buildings or on select components.

8.4 Compliance Upgrades and Requested Upgrades

The scenario modelling assumes a 'like for like' renewal, such that components are repaired or replaced to current modern equivalent. In respect of buildings, compliance requirements can be triggered when a renovation is undertaken. For example, a toilet may need to be upgraded to current accessibility standards if substantial work within the building is undertaken. This level of compliance upgrade has not been included in the modelling.

Similarly, the community may request improvements to a building, such as improving air conditioning standards. The scenario modelling also does not include upgrades of this nature.

The LTFP forecasts for the scenario modelling are identifying that the 'Required funding' is within the capacity of the LTFP. However additional funds over and above the 'Required funding' will be needed for projects that involve:

- Upgrades and significant improvements, and
- Compliance upgrades as a result of general renewal work.

These types of projects will require justification, separate to the building renewal projects. It is recommended that a Buildings Enhancement Plan be prepared to identify, scope and fund this type of work (refer Section 5.8).

8.5 Key performance Indicators

The key indicators specified by the Local Government Operational Guidelines, along with other useful sustainability measures defined by the AIFMM and other practitioners are summarised in Table 13 below.

Table 13. Definitions of DLGC Key Performance Indicators and Sustainability Measures

Indicator	Purpose	Calculation Method	Target Value
Asset Consumption Ratio	Measures the extent to which depreciable assets have been consumed by comparing their written down value (fair value) to their replacement cost.	Asset Consumption Ratio = Fair value / Replacement cost	Between 50% and 75%
Asset Sustainability Ratio	Indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.	Asset Sustainability Ratio (for next 10 year period) = Current LTFP funding for next 20 years / Projected Annual Depreciation for the next 20 years	Between 90% and 100%
Asset Renewal Funding Ratio	Measures the ability of a local government to fund its projected asset renewals (or	Asset Renewal Funding Ratio = Net Present Value of Current LTFP funding /	Between 95% and 105%

Indicator	Purpose	Calculation Method	Target Value
	replacements) in the future and can continue to provide existing levels of services in future.	Net Present Value of Funding required to maintain current service levels	
Life Cycle Sustainability Index	Measures the ability of a Local Government to fund its perpetual lifecycle cost.	Life Cycle Sustainability Index = Maintenance funding + budgeted renewal funding over 20 years / Maintenance Cost + Annual Depreciation over 20 years	Suggested: between 90% and 110%
20 Year Medium Term Sustainability Index	Measures the ability of a Local Government to fund its lifecycle cost over 20 years.	Life Cycle Sustainability Index = Maintenance funding + budgeted renewal funding over 20 years / Maintenance Cost + Required Renewals over 20 years	Suggested: between 85% and 115%
10 Year Short Term Sustainability Index	Measures the ability of a local government to fund its projected asset renewals (or replacements) in the future and can continue to provide existing levels of services in future.	Life Cycle Sustainability Index = Maintenance funding + budgeted renewal funding over 10 years / Maintenance Cost + Required Renewals over 10 years	Between 80% and 120%

Current KPI values for Scenario 1 are shown in Figure 19 below and presented in Table 14 below.

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Figure 19. City of Kalamunda Sustainability KPI Values

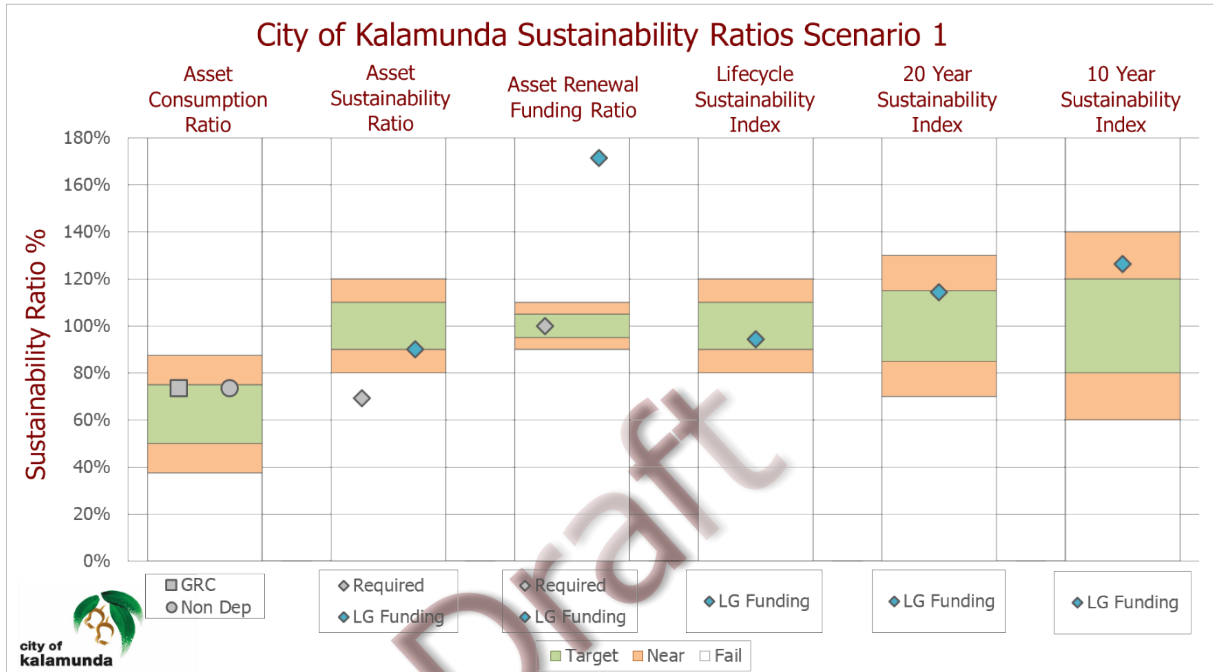


Table 14. Sustainability KPI Values of Building Assets in 2019 to 2039

Sustainability Measure	Values in Calculation	Value	Target
Asset Consumption Ratio	Initial Written Down Value: \$77,780,475 Initial Gross Replacement Cost: \$106,050,980	73.3%	50% to 75%
Asset Sustainability Ratio	Average Annual Planned Expenditure: \$1,643,310 Average Annual Depreciation Expense: \$1,816,066	88.7%	90% to 100%
Asset Renewal Funding Ratio	NPV of 10 Year Planned Renewals: \$16,104,928 NPV of 10 Year Required Renewals: \$9,402,739 2018 10 Year Government Bond Rate of 2.69% Expected Inflation of 2.40% in 2020	171.3%	95% to 105%
Life Cycle Sustainability Index	Average Total Life Cycle Expenditure: \$2,988,118 Average Total Life Cycle Cost: \$3,169,873	94.3%	90% to 110%
20 Year Medium Term Sustainability Index	Average 20 Year Planned Expenditure: \$2,988,118 Average 20 Year Required Expenditure: \$2,613,178	114.3%	85% to 115%
10 Year Short Term Sustainability Index	Average 10 Year Planned Expenditure: \$3,028,041 Average 10 Year Required Expenditure: \$2,396,312	126.4%	80% to 120%

It is apparent that all of the sustainability ratios are in or near the required range, except for the Asset Sustainability Ratio. In this respect the City is currently planning to fund higher over the next ten years than the long term forecast based on Scenario 1.

The high ratio that the City is recording for the Asset Renewal Funding Ratio is reflective of a larger than normal list of renewal projects in the first ten years of the LTFP. This will be reviewed and rationalised to bring the ratio into a normal range. This can be achieved by separating upgrade and enhancement related projects from the renewal projects, and leads to the recommendation to prepare a separate Buildings Enhancement Plan (refer Section 5.8).

8.6 Funding Strategies

There is no funding source available for building renewals and maintenance, unless the work can be included as part of new or major upgrades. Grant funding programs may be available for new buildings or major upgrades through federal and state agencies, and Lotteries West. The City aims to plan renewals with upgrades that can be funded under these grant funding programs.

8.7 Recommendations

- Adopt Scenario 3 with components in higher priority buildings being renewed at Condition 4 (Poor) and components in lower priority buildings being renewed at Condition 5 (Very Poor).
- Continue to plan the long term renewal of building components with the aim of aligning the LTFP average funding to the level required from the predictive modelling at Scenario 3.
- Increase operational and maintenance funding in line with asset portfolio growth (estimated at up to \$80,000 per year).

9 Improvements, Monitoring, and Review

9.1 Performance Monitoring

The City's Infrastructure Asset Management Steering Committee (IAMSC) will monitor the performance of the City's Asset Management activities including

- Ensuring actions are undertaken from the asset management plans
- Assigning tasks through the City's Corporate Business Plan.

9.2 Improvement Plan

Table 15. Asset Management Improvement Plan

Task No.	Task	Responsible Department	Timeline
1	Complete Level 2 condition inspections for all buildings	Asset Management	2020/21 and 2021/22
2	Prepare Maintenance Management Plan	Asset Services	2020/21
3	Develop complementary Building Enhancement Plans linked to projected requirements for change in use (especially facilities for women in sport, disabled, and elderly) or risk mitigation (e.g. asbestos removal).	Asset Services and Community Development	2020/21 and 2021/22
4	Prioritise renewals where asbestos-containing materials can be removed.	Asset Management	Ongoing
5	Consider disability access improvement when undertaking future renewals and upgrades	Asset Management	Ongoing
6	Review building rationalisation and disposals	Asset Management and Community Development	Ongoing

9.3 Review

The next review of this asset management plan is scheduled for 2021/2022.

Draft

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Appendix A: Population Forecasts

The City's demographic information and analysis is provided by .id (<http://profile.id.com.au/kalamunda>), and is based on results from the 2016, 2011, 2006, 2001, 1996 and 1991 Australian Bureau of Statistics Censuses of Population and Housing.

Figure 20. Population forecast to 2036

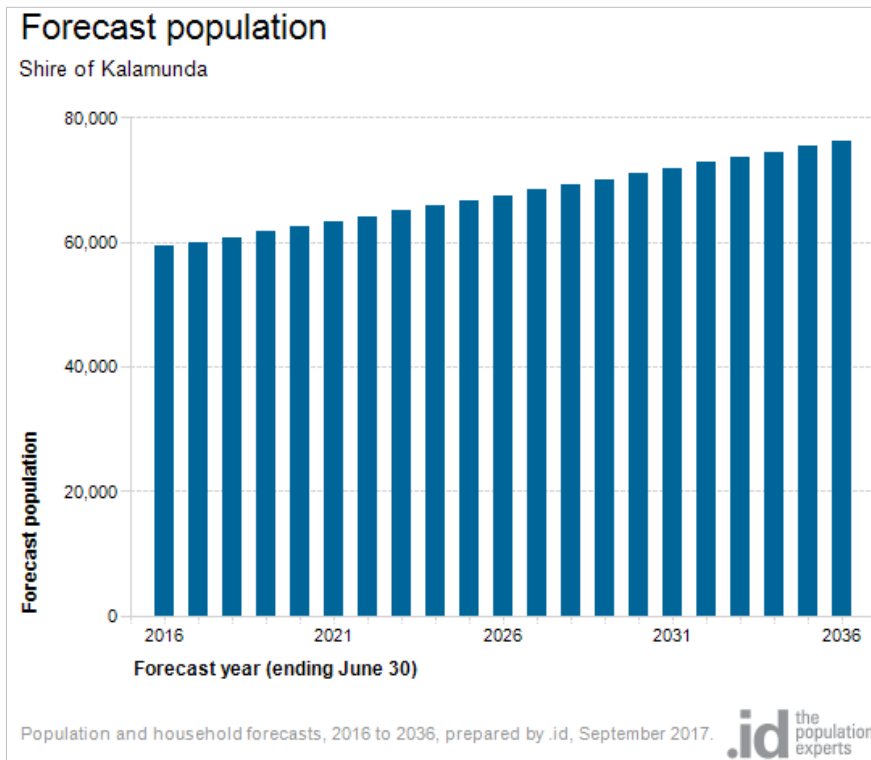
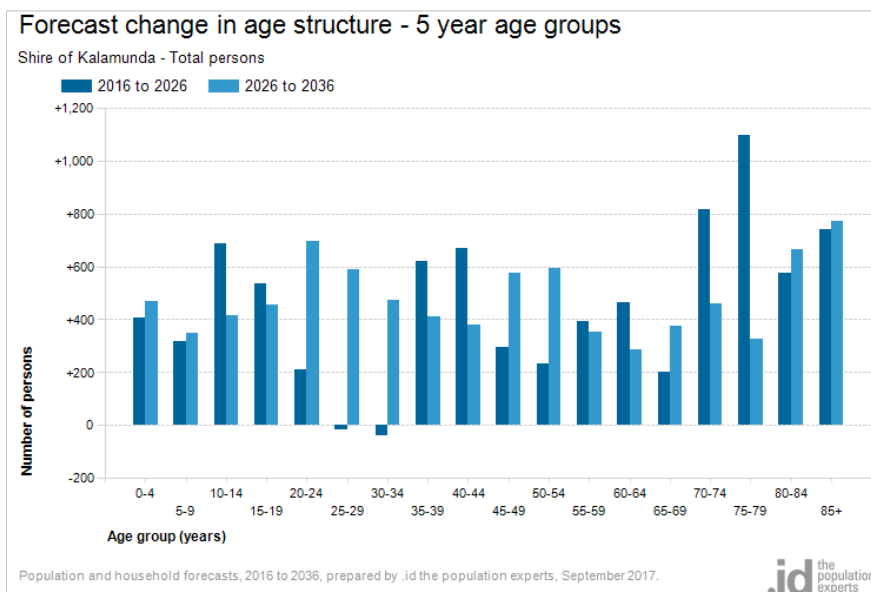


Figure 21. Age structure forecast



Appendix B: Predictive Modelling

Predictive modelling to estimate the long term funding needs for the City's Building Assets was undertaken using output from the Assetic myData end of life projections, with manual processing to construct the 3 scenarios. The scenarios are summarised in Table 16 below.

Table 16. Funding Scenarios Analysed

Scenario	Description
Scenario 1: Intervene at Condition 5	Both short and long life components are renewed at condition 5. This is most financially conservative scenario, leading to the lowest level of service. Users of the buildings will be conscious of assets and components becoming obviously dilapidated before renewal.
Scenario 2: Intervene based on Short Life and Long Life Components	For all building assets, the short life components are renewed at condition 4, and long life components are renewed at condition 5. This scenario has a higher lifecycle cost, but provides a higher level of service. Users of the buildings will experience a better condition of short life components such as flooring, fitout, painting, and equipment.
Scenario 3: Intervene based on Priority of Building	For the 19 high priority buildings, both the short life and long life components are renewed at condition 4. For all other buildings, both the short life and long life components are renewed at condition 5. This scenario has an intermediate lifecycle cost, and provides a higher level of service for both short and long life components of selected buildings.

The modelling covered a 20 year period, with a particular focus on the results of the first 10 years.

Prediction of required long term funding needs are based on condition assessments conducted as part of the building valuations in 2017. The overall condition of each building component has been assessed. Each building has been componentized into the following components.

- Sub-structure,
- Super-structure ,
- Roof,
- Fitouts and fittings,
- Floor,
- Services electrical,
- Services fire,
- Services hydraulic,
- Services mechanical,
- Services transport, and
- Site infrastructure.

The above information was augmented with detailed Level 2 condition inspection information undertaken by the City of Kalamunda between 2017 and 2018.

Each component has a different replacement cost, useful life, and deterioration pattern, all of which have been incorporated into the predictive model and is based on industry standards. These components are further divided into two sub-components namely: short-life component and long-life component, based on expected useful life (e.g. roof frame will last longer than roof sheeting, therefore the frame is the roof long-life component and sheeting is the roof short life component).

The funding requirements for each Scenario are summarized in Section 8.3 above.

Table 17 below summarises the financial details of the scenarios.

Table 17: Buildings Predictive Modelling Scenarios

Year	Planned LTFP	Required Scenario 1	Required Scenario 2	Required Scenario 3
2019/20	\$1,054,100	\$865,488	\$2,649,118	\$1,695,254
2020/21	\$2,177,000	\$604,578	\$1,121,397	\$600,897
2021/22	\$2,084,000	\$1,371,901	\$1,913,693	\$1,301,866
2022/23	\$1,575,000	\$921,223	\$573,663	\$821,044
2023/24	\$2,625,000	\$736,660	\$1,989,119	\$1,043,536
2024/25	\$1,528,000	\$661,418	\$445,136	\$1,085,440
2025/26	\$1,475,000	\$1,233,018	\$1,457,076	\$1,697,319
2026/27	\$1,275,000	\$1,402,115	\$2,766,048	\$1,279,403
2027/28	\$1,275,000	\$1,755,262	\$1,588,422	\$1,690,872
2028/29	\$1,275,000	\$873,374	\$1,015,143	\$945,790
2029/30	\$1,634,310	\$936,778	\$775,100	\$808,992
2030/31	\$1,634,310	\$681,310	\$3,607,105	\$1,914,093
2031/32	\$1,634,310	\$2,760,926	\$1,015,277	\$1,931,709
2032/33	\$1,634,310	\$410,689	\$2,731,409	\$1,759,792
2033/34	\$1,634,310	\$1,445,507	\$344,718	\$1,539,427
2034/35	\$1,634,310	\$872,697	\$1,153,144	\$1,214,434
2035/36	\$1,634,310	\$3,370,242	\$1,756,740	\$3,232,113
2036/37	\$1,634,310	\$2,769,713	\$977,368	\$1,337,294
2037/38	\$1,634,310	\$368,787	\$3,973,657	\$1,008,711
2038/39	\$1,634,310	\$1,145,716	\$839,303	\$998,082
Average	\$1,634,310	\$1,259,370	\$1,634,632	\$1,395,303

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Appendix C: City of Kalamunda Asset Management Practices

The City has a dedicated Asset Management team within its Asset Services directorate. The Asset Management team is led by the Coordinator Asset Management and reports directly to the Manager Asset Planning and Management. The Asset Management team provides many asset management services related to the City's infrastructure and community assets such as:

- Maintaining the ten Year Long Term Financial Plan for new, upgrades and renewal of assets,
- Managing asset registries and inventory information,
- Conducting periodic condition inspections and develops budget estimates for capital works,
- Maintaining asset geographical information,
- Conducting asset financial tasks such as asset valuations and capitalisation of works,
- Undertaking predictive modelling to forecast future renewal demands, and
- Developing asset management plans.

The City's Infrastructure Asset Management Steering Committee is an internal committee which monitors the performance of the City's asset management activities and the implementation of actions within the Asset Management Strategy and asset management plans.

The City's current Asset Management Policy and Asset Management Strategy were adopted in September 2016 and July 2017 respectively. The policy is being reviewed at the time of writing this plan, and if adopted will then become the Service 4 Asset Management Policy. The key objective of City's Asset Management Strategy is to achieve a core Level of maturity (as per the International Infrastructure Management Manual) of asset management by the end of 2021.

Since 2010, the City has used the Assetic suite of software as its corporate asset management system to maintain all asset inventory and financial information (within Assetic Mydata, with the added Myvaluer functionality) and to conduct predictive modelling (within Assetic Predictor). It is currently proposed to conduct a review of performance, capability, and development plan for the Assetic system.

Figure 22. Source: ARRB, 2014, Asset Management System Review

Assetic

Technical

- Asset register
 - Infrastructure assets
 - Historical data/Dynamic segmentation
 - Corporate connectivity
- Maintenance management
 - Works order process
 - Contract management
 - Field mobility
- Analysis capability
 - Deterioration curve
 - Deterministic models
 - Optimisation

Non-technical

- System training
 - Onsite training
 - Online availability
 - Knowledge base
- User support
 - Phone, email, web, onsite
 - Dedicated helpdesk
 - Additional services
- Customer interaction
 - User forums
 - User conferences
 - Development input

System overview

The Assetic asset management system can manage all asset classes and has the ability to be customised to suit each organisation and their business operational rules. The database is modern and can be deployed either as a stand-alone or hosted application.

The Strategic Asset Management module allows for long-term financial planning of infrastructure assets through accounting and prediction modelling tools. The user experience is facilitated through familiar tree-based structures, with easy filtering and reporting on detailed data.

Assetic is extensively deployed across Australia and New Zealand, predominantly within the local government sector.

Price guide
\$-\$\$\$

Contact details
assetic.com.au

Dashboard

Maintenance Management Reporting

Rating: Not available Available Fully available | Pricing in AUD: 0-10k [\$] 10k-50k [\$\$] 50k+ [\$\$\$]

arob

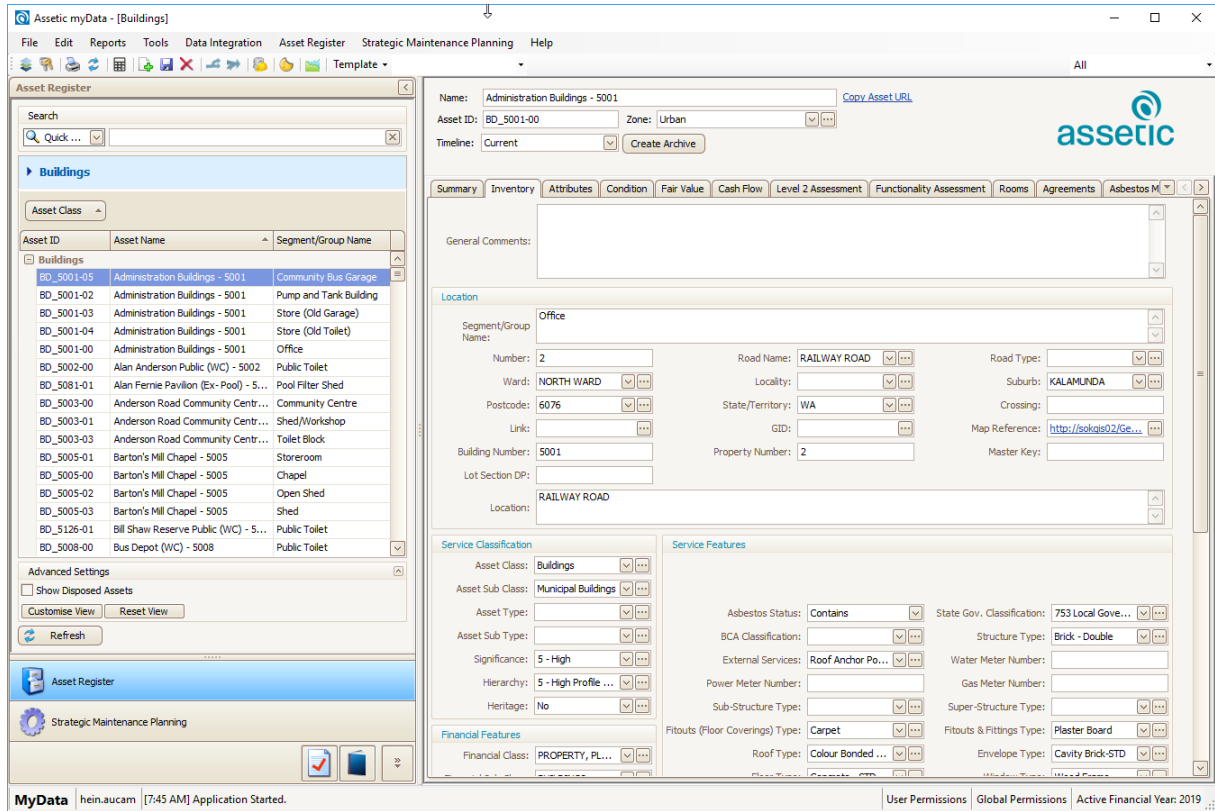
C 1: Asset Inventory System

All of the City’s infrastructure asset information is contained in Assetic myData. Infrastructure assets are categorized into various asset classes such as roads, footpaths, and buildings. The asset register contains all the inventory, attribute, condition, and valuation data of individual assets within each asset class. The recorded data is regularly updated to reflect the physical changes in each asset, new assets and disposals.

Figure 23 below shows a screen capture of Mydata.

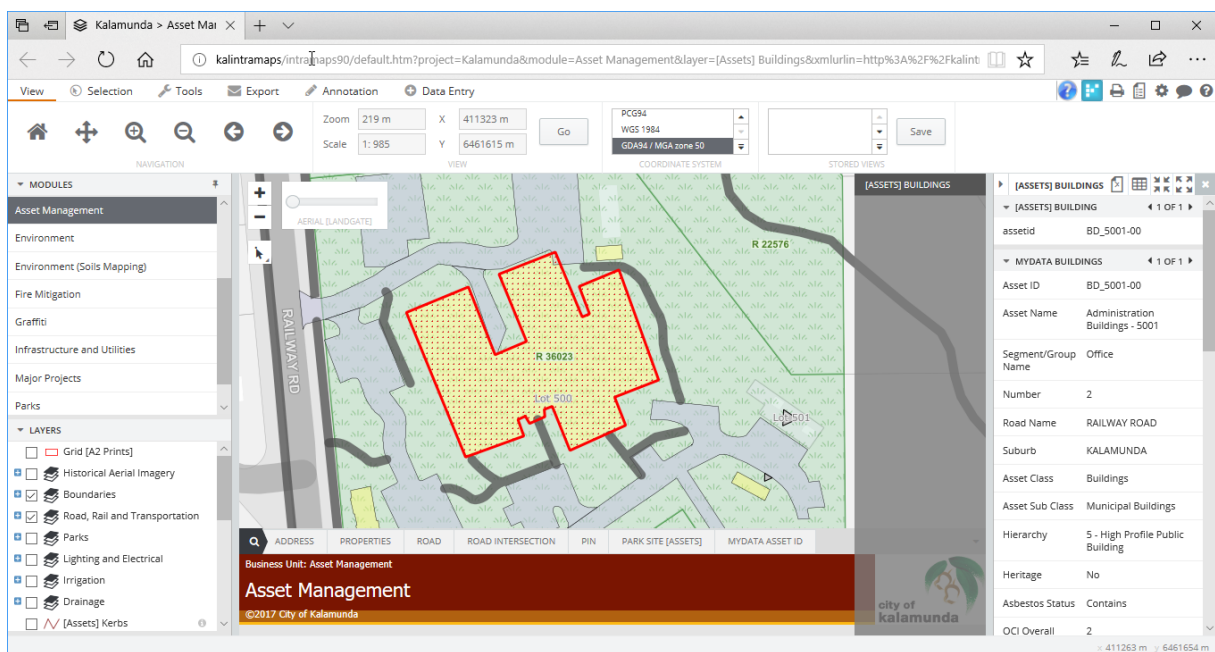
Draft

Figure 23. Screen Capture of Assetic Mydata showing a Buildings Asset



The inventory data is also displayed within the City’s corporate geographic information system (GIS) called Intramaps as shown in Figure 24 below.

Figure 24. Screen Capture of Intramaps Showing Information Related to a Building Asset



Error! Reference source not found. Error! Reference source not found. shows asset classes in Mydata related to the assets covered in this asset management plan.

C 2: Asset Performance Monitoring

Monitoring of the City's asset performance is currently undertaken on the basis of assessing physical condition of assets in a 3 year cycle. These assessments are conducted through a visual inspection and assets are rated on a 1 – 5 scale based on its physical condition. The condition rating matrix is shown in Table B below.

Table 18: Condition Rating Matrix

Rating	Expected Condition	% Life Re-remaining	Description: Expected Condition	Signs: Expected Deterioration	Expected Serviceability Problems	Costs: Expected Maintenance
1	Very Good	>80	Asset is in near new condition. Only routine maintenance is required.	No visible signs.	None. No risk associated with the condition.	Low, if any.
2	Good	61 - 80	Asset has deteriorated slightly but only regular maintenance is required to maintain the rating.	Slight deterioration is evident that can readily be repaired to "As New" condition. Obviously no longer new.	None. Very low risk associated with the condition.	Low, if any.
3	Fair (Average)	41 - 60	Asset is in satisfactory condition but showing signs of wear and tear. Moderate levels of periodic (programmed) maintenance are required to maintain the asset in this condition.	Deterioration is evident. Deterioration may either be localised, or to a minor degree spread over a wider part of the component. No structural or functional concerns, provided that maintenance or repairs are undertaken.	Impaired slightly. General user would not be aware of problems. Low risks may be associated with the condition.	Low to medium.
4	Poor	21 - 40	Asset is in below average condition with significant signs of wear and tear. High levels of periodic maintenance may be required to maintain the rating of this asset. Partial or full replacement maybe required to improve the rating of this asset.	Deterioration is obvious. There may be structural or functional concerns and maintenance or repairs are necessary.	Medium loss. General user is aware the asset is performing poorly, and may have to adjust use of the asset accordingly. Low to medium risks may be associated with the condition.	Medium to high. Plan for renewal.
5	Very Poor	= < 20	Asset is in very poor condition and needing full replacement.	Severe deterioration. Actual or potential failure to structural or functional components.	Significant effect on service, and can be unusable. General user avoids the asset or complains. Needs high	Very high, usually more effective to renew the asset.

Rating	Expected Condition	% Life Re-remaining	Description: Expected Condition	Signs: Expected Deterioration	Expected Serviceability Problems	Costs: Expected Maintenance
					priority renewal (rehabilitation, renovation, replacement or restoration). Medium to Extreme risks may be associated with the condition.	

Draft

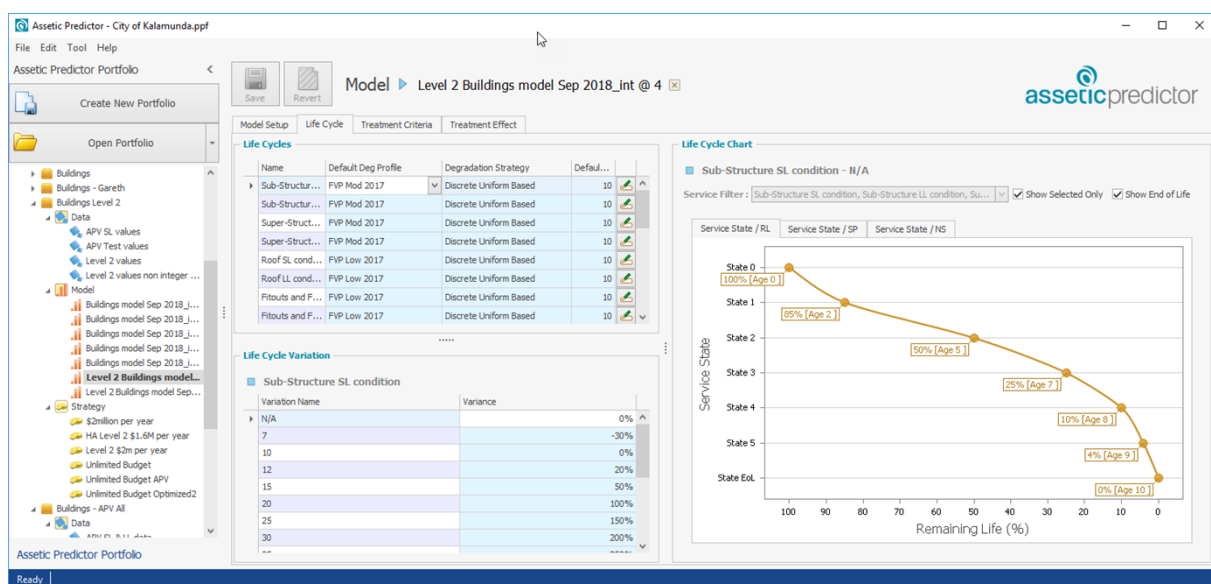
Draft

C 3: Asset Performance Prediction

The City uses the Assetic Predictor modelling tool to compare the future condition of assets under different budget and service level scenarios. Deterioration models have been developed for each asset class incorporating local knowledge, industry practices, and engineering expertise. The modelling outputs are then used to prepare the Long Term Financial Plan and works programs.

Figure 25 below is a screen capture of Predictor.

Figure 25. Screen Capture of Assetic Predictor



C 4: Asset Financial Data Management

Comprehensive fair value valuation of all building assets as per Australian Accounting Standards Board (AASB 13) is carried out every three years. Asset level financial data is recorded within Mydata system and aggregated values are recorded in City’s corporate financial system Synergy.

The City prepares a ten year Long Term Financial Plan for building assets as per the Integrated Planning and Reporting Framework of the Western Australian Department of Local Government and Communities. This plan estimates financial requirements for renewal, upgrade and new asset construction works ten years into the future based on asset service levels, community requirements and predictive modelling.

Appendix D: Asset Levels of Service and Engagement Survey

Asset Levels of Service

BUILDINGS



The City of Kalamunda is seeking your feedback on the City's buildings. Your feedback will help shape the development of the City's Asset Management Plan for buildings.
The survey should take no more than 5 minutes to complete.


Comments close 5pm Sunday 30 June 2019

Building name:
 (eg. Woodlupine Community Centre) _____

1. Please rate the *IMPORTANCE* and current *PERFORMANCE* of each item below on a scale of 1-5 with 1 being very low and 5 being very high

	Importance	Current Performance
1. Floor coverings	<input type="text"/>	<input type="text"/>
2. Internal and external lighting	<input type="text"/>	<input type="text"/>
3. Accessibility (e.g. access ramps, railings)	<input type="text"/>	<input type="text"/>
4. Toilets, showers and change rooms	<input type="text"/>	<input type="text"/>
5. Internal finishes including painting and windows	<input type="text"/>	<input type="text"/>
6. External appearance including painting	<input type="text"/>	<input type="text"/>
7. Functional spaces (room sizes and special areas such as kitchens)	<input type="text"/>	<input type="text"/>
8. Cooling and heating	<input type="text"/>	<input type="text"/>
9. Roofs and gutters	<input type="text"/>	<input type="text"/>
10. Security (alarms, locks) and safety (emergency exits, fire extinguishers, alarms)	<input type="text"/>	<input type="text"/>
11. Cleanliness and pest treatments	<input type="text"/>	<input type="text"/>
12. Management and bookings	<input type="text"/>	<input type="text"/>

www.kalamunda.wa.gov.au



city of
kalamunda

2. Is the amount to hire, licence or lease the building acceptable? why?

Yes No

3. Does this building currently meet your needs? Why/why not?**4. Do you think the current maintenance level is acceptable?****5. Which of the following best describes your reason for using this building?**

- Visitor
 Organiser
 With a sports club or community group
 With a school or teaching organisation
 With a business
 Other _____

6. How often do you use the building?

- Up to 12 times per year
 Up to 4 times per year
 Every 2 weeks
 Weekly
 More than twice per week
 Daily

Organisation/club/group name: _____

About You**Gender**

Male Female

In which suburb do you live?

- | | |
|---|--|
| <input type="checkbox"/> Wattle Grove | <input type="checkbox"/> High Wycombe |
| <input type="checkbox"/> Maida Vale | <input type="checkbox"/> Gooseberry Hill |
| <input type="checkbox"/> Walliston | <input type="checkbox"/> Piesse Brook |
| <input type="checkbox"/> Bickley | <input type="checkbox"/> Pickering Brook |
| <input type="checkbox"/> Hacketts Gully | <input type="checkbox"/> Forrestfield |
| <input type="checkbox"/> Canning Mills | <input type="checkbox"/> Kalamunda |
| <input type="checkbox"/> Paulls Valley | <input type="checkbox"/> Lesmurdie |
| <input type="checkbox"/> Carmel | <input type="checkbox"/> Other _____ |

What is your age bracket?

- | | |
|---|--------------------------------|
| <input type="checkbox"/> 15 years and under | <input type="checkbox"/> 16-25 |
| <input type="checkbox"/> 26-35 | <input type="checkbox"/> 36-45 |
| <input type="checkbox"/> 46-55 | <input type="checkbox"/> 56-65 |
| <input type="checkbox"/> 66-75 | <input type="checkbox"/> 76 + |

You can return this survey:

Email enquiries@kalamunda.wa.gov.au **Post** PO Box 42, Kalamunda WA 6296
In Person Administration, 2 Railway Road, Kalamunda

Contact Details

Name: _____

Email: _____

Phone number: _____

Address: _____

Please keep me informed on:


- The development of the City's Asset Management Plan
 Services and activities in the City of Kalamunda


If you wish to provide additional comments, please provide as an attachment to this survey

Appendix E: Examples of Asset Levels of Service

Asbestos Containing Material

Table 19: Asbestos-Containing Material Risks

Level of Service	Representative Photo
<p>High Risk</p>	
<p>Medium Risk</p>	

Level of Service	Representative Photo
Low Risk	

Carpets

Table 20: Carpets Levels of Service


Level of Service	Representative Photo
Condition 1	

Level of Service	Representative Photo
Condition 3	
Condition 5	

Paint


Table 21: Paint Levels of Service



Level of Service	Representative Photo
Condition 1	
Condition 3	

Level of Service	Representative Photo
Condition 5	

Roof Sheeting

Table 22: Roof Sheeting Levels of Service

Level of Service	Representative Photo
Condition 1	

Level of Service	Representative Photo
<p>Condition 3</p>	
<p>Condition 5 (Sheeting lifting, tech screws rusted allowing ingress of water)</p>	

Appendix F: High Priority Buildings

Table 23: High Significance Buildings

Asset ID	Asset Name	Common Name
BD_5001-00	Administration Buildings - 5001	Administration Centre
BD_5011-00	Carmel School (SCOUTS) - 5011	Carmel School Hall
BD_5016-00, 01, 04, 19, 24	Depot buildings - 5016	Operations Centre key buildings (5)
BD_5031-00	Hartfield Park - 5031	High Wycombe Recreation Centre
BD_5052-00	Kalamunda Library - 5052	Kalamunda Library
BD_5053-00	Kalamunda Performing Arts - 5053	Kalamunda Performing Arts Centre
BD_5086-00	Ray Owen Stadium - 5086	Ray Owen Sports Centre
BD_5107-00	Woodlupine Community Centre - 5107	Woodlupine Community Centre
BD_5113-00	Forrestfield United Soccer Club - 5113	Forrestfield United Soccer Club Pavilion
BD_5114-00	Woodlupine Family Centre - 5114	Woodlupine Family Centre
BD_5125-00, 01, 02, 03, 04	Zig-Zag Community Centre - 5125	Zig-Zag Community Centre and associated buildings (5)

Draft

RAY OWEN RESERVE PROPOSED CARPARK & DRAINAGE

city of
Kalamunda



SHEET INDEX	
DRAWING No.	DESCRIPTION
4235-01/0	OVERALL CONCEPT PLAN
4235-02/0	CONCEPT PLAN - STAGE 1
4235-03/0	CONCEPT PLAN - STAGE 2
4235-04/0	CONCEPT PLAN - STAGE 3 (1 OF 2)
4235-05/0	CONCEPT PLAN - STAGE 3 (2 OF 2)
4235-06/0	CONCEPT PLAN - STAGE 4

MAZENOD JUNIOR FOOTBALL CLUB

[Signature]
VICE PRESIDENT, IVAN ADRIANO
20/11/18

LESMURDIE MAZENOD JUNIOR CRICKET CLUB

[Signature]
PRESIDENT, NEIL WARDEN
8/11/18

CLUB / ORGANISATION NAME:
KALAMUNDA DISTRICT BASKETBALL ASSOCIATION
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : PETER HANSON
POSITION HELD : PRESIDENT
DATE : 1/11/2018

CLUB / ORGANISATION NAME:
KALAMUNDA DISTRICT NETBALL ASSOCIATION
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : NICOLE MCKENWAY
POSITION HELD : PRESIDENT
DATE : 20/11/18

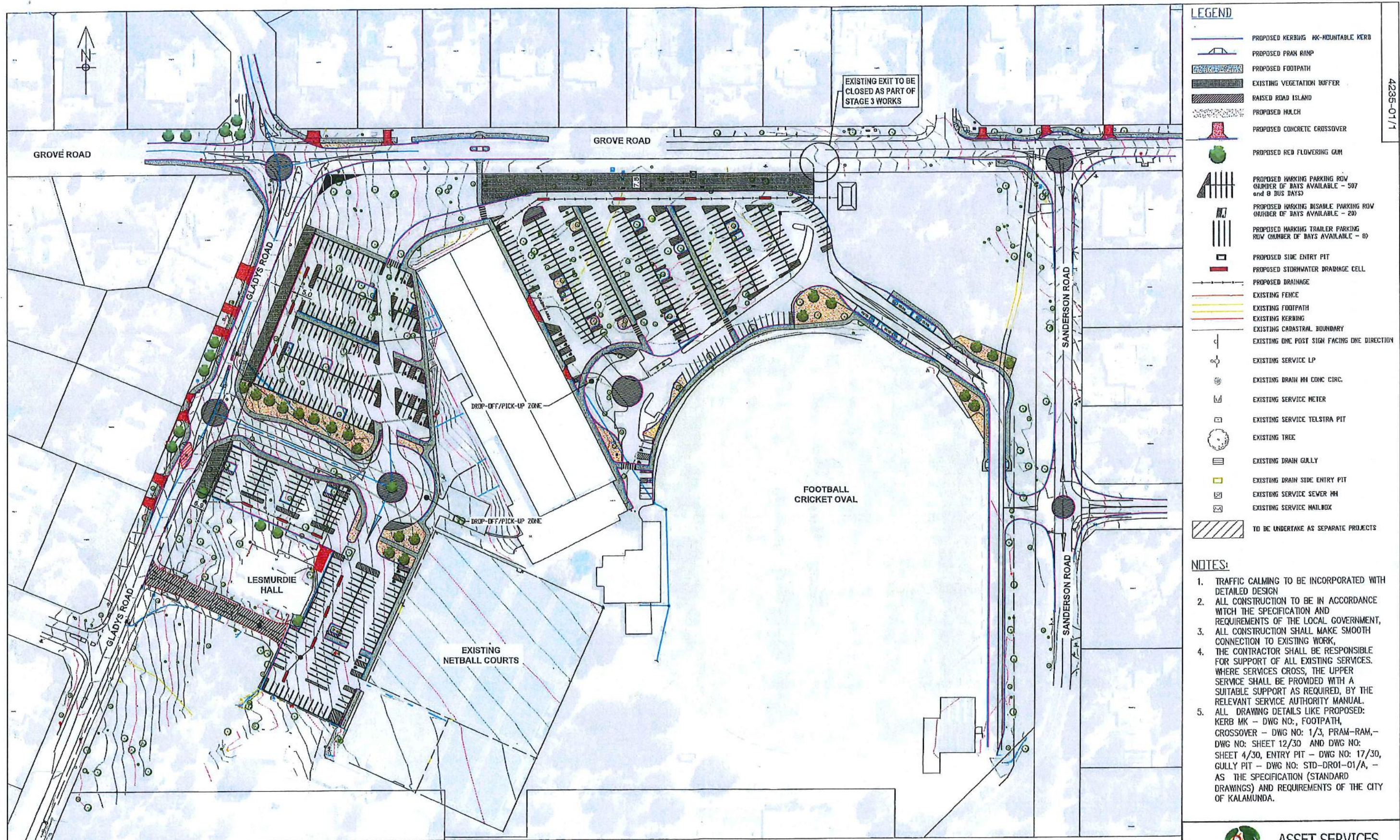
CLUB / ORGANISATION NAME:
LESMURDIE MAZENOD CRICKET CLUB
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : BUSTER AAMOT
POSITION HELD : PRESIDENT
DATE : 20/11/2018

CLUB / ORGANISATION NAME:
KALAMUNDA AND DISTRICTS FOOTBALL CLUB
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : BEAU BARRETT
POSITION HELD : PRESIDENT
DATE : 22/11/2018

CLUB / ORGANISATION NAME:
HILLS BMX
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : MATT CLANCY LIBBY
POSITION HELD : PRESIDENT
DATE : 1/11/18

CLUB / ORGANISATION NAME:
FRIENDS OF RAY OWEN GROUP
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : BRUCE GLOVER
POSITION HELD : PRESIDENT
DATE : 1/11/2018

CLUB / ORGANISATION NAME:
LESMURDIE PRIMARY SCHOOL
REPRESENTATIVE DETAILS:
SIGNATURE : *[Signature]*
NAME : RITCHIE GRIFFITHS
POSITION HELD : PRINCIPAL
DATE : 5/11/18



LEGEND	
[Symbol]	PROPOSED KERBING MK-MOUNTABLE KERB
[Symbol]	PROPOSED PRAM RAMP
[Symbol]	PROPOSED FOOTPATH
[Symbol]	EXISTING VEGETATION BUFFER
[Symbol]	RAISED ROAD ISLAND
[Symbol]	PROPOSED MULCH
[Symbol]	PROPOSED CONCRETE CROSSOVER
[Symbol]	PROPOSED RED FLOWERING GUM
[Symbol]	PROPOSED MARKING PARKING ROW (NUMBER OF BAYS AVAILABLE - 507 and 8 BUS BAYS)
[Symbol]	PROPOSED MARKING DISABLE PARKING ROW (NUMBER OF BAYS AVAILABLE - 20)
[Symbol]	PROPOSED MARKING TRAILER PARKING ROW (NUMBER OF BAYS AVAILABLE - 8)
[Symbol]	PROPOSED SIDE ENTRY PIT
[Symbol]	PROPOSED STORMWATER DRAINAGE CELL
[Symbol]	PROPOSED DRAINAGE
[Symbol]	EXISTING FENCE
[Symbol]	EXISTING FOOTPATH
[Symbol]	EXISTING KERBING
[Symbol]	EXISTING CADASTRAL BOUNDARY
[Symbol]	EXISTING ONE POST SIGN FACING ONE DIRECTION
[Symbol]	EXISTING SERVICE LP
[Symbol]	EXISTING DRAIN MH CONC CIRC.
[Symbol]	EXISTING SERVICE METER
[Symbol]	EXISTING SERVICE TELSTRA PIT
[Symbol]	EXISTING TREE
[Symbol]	EXISTING DRAIN GULLY
[Symbol]	EXISTING DRAIN SIDE ENTRY PIT
[Symbol]	EXISTING SERVICE SEWER MH
[Symbol]	EXISTING SERVICE MAILBOX
[Symbol]	TO BE UNDERTAKE AS SEPARATE PROJECTS


- NOTES:**
1. TRAFFIC CALMING TO BE INCORPORATED WITH DETAILED DESIGN
 2. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE SPECIFICATION AND REQUIREMENTS OF THE LOCAL GOVERNMENT.
 3. ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPORT OF ALL EXISTING SERVICES. WHERE SERVICES CROSS, THE UPPER SERVICE SHALL BE PROVIDED WITH A SUITABLE SUPPORT AS REQUIRED, BY THE RELEVANT SERVICE AUTHORITY MANUAL.
 5. ALL DRAWING DETAILS LIKE PROPOSED: KERB MK - DWG NO: , FOOTPATH, CROSSOVER - DWG NO: 1/3, PRAM-RAM, - DWG NO: SHEET 12/30 AND DWG NO: SHEET 4/30, ENTRY PIT - DWG NO: 17/30, GULLY PIT - DWG NO: STD-DRO1-01/A, - AS THE SPECIFICATION (STANDARD DRAWINGS) AND REQUIREMENTS OF THE CITY OF KALAMUNDA.

PLAN

PRELIMINARY UNCHECKED


CONCEPT ONLY

WARNING
 SERVICES AND CADASTRAL BOUNDARY LOCATIONS ARE ONLY INDICATIVE AND MUST NOT BE USED FOR EXCAVATION. THE "ONE CALL 1100" SYSTEM SHALL BE USED TO OBTAIN ACCURATE SERVICE LOCATIONS.



NO.	REVISION	BY	DATE	AUTH	NO.	NO.	DATE	AUTH	NO.	NO.	DATE	AUTH	NO.	NO.	DATE	AUTH	NO.	NO.	DATE	AUTH	NO.	NO.	DATE	AUTH	
0	ISSUED FOR CONCEPT CHECKING	CC	11/07/18	MP																					
1	TYPING CHECKING DATE APPROX	CC	11/10/18	MP																					

City of Kalamunda

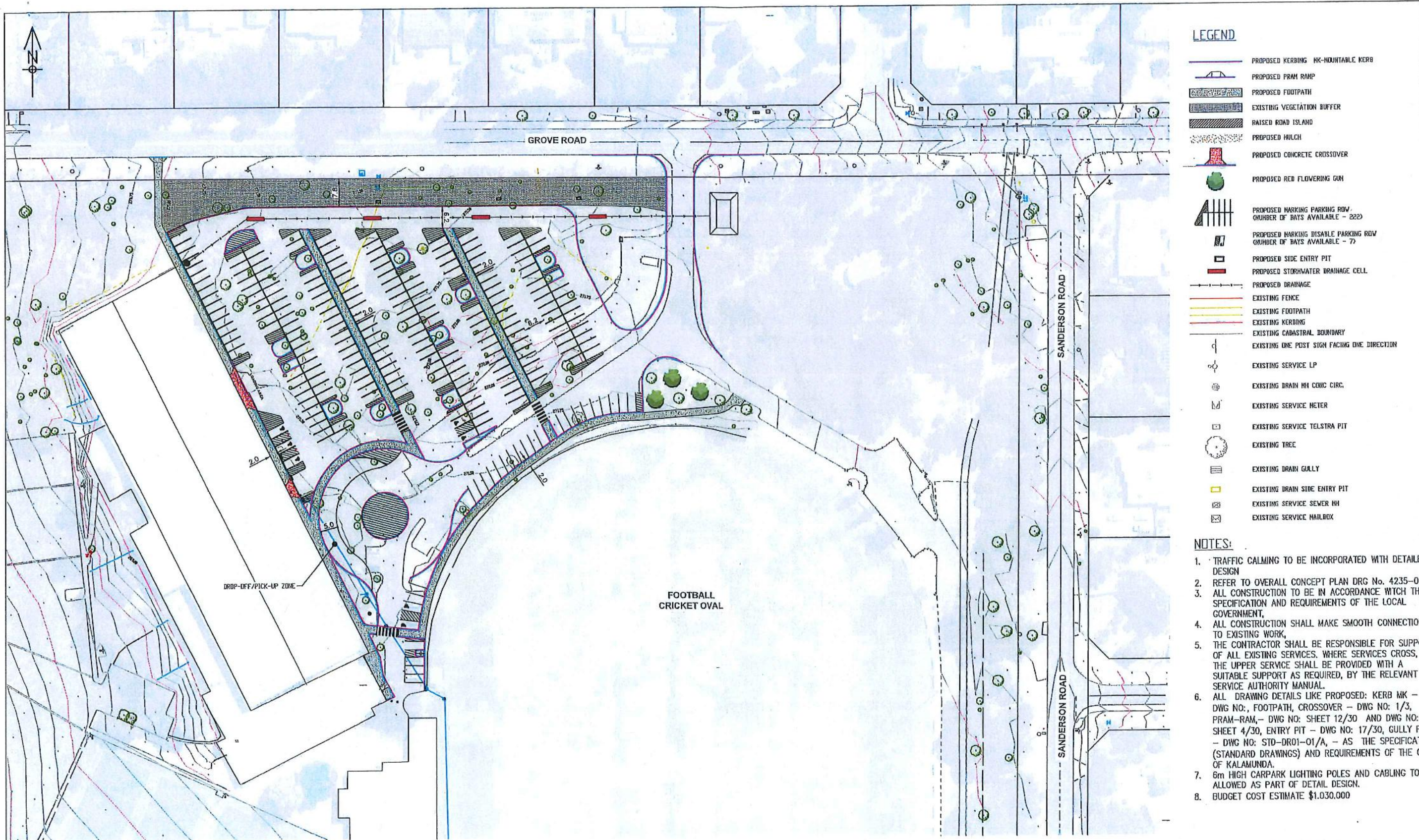
city of Kalamunda  **ASSET SERVICES**

RAY OWEN

PROPOSED CARPARK & DRAINAGE
LESMURDIE

OVERALL ULTIMATE CONCEPT PLAN

4235-01/1 **A1**



PLAN

PRELIMINARY UNCHECKED

CONCEPT ONLY

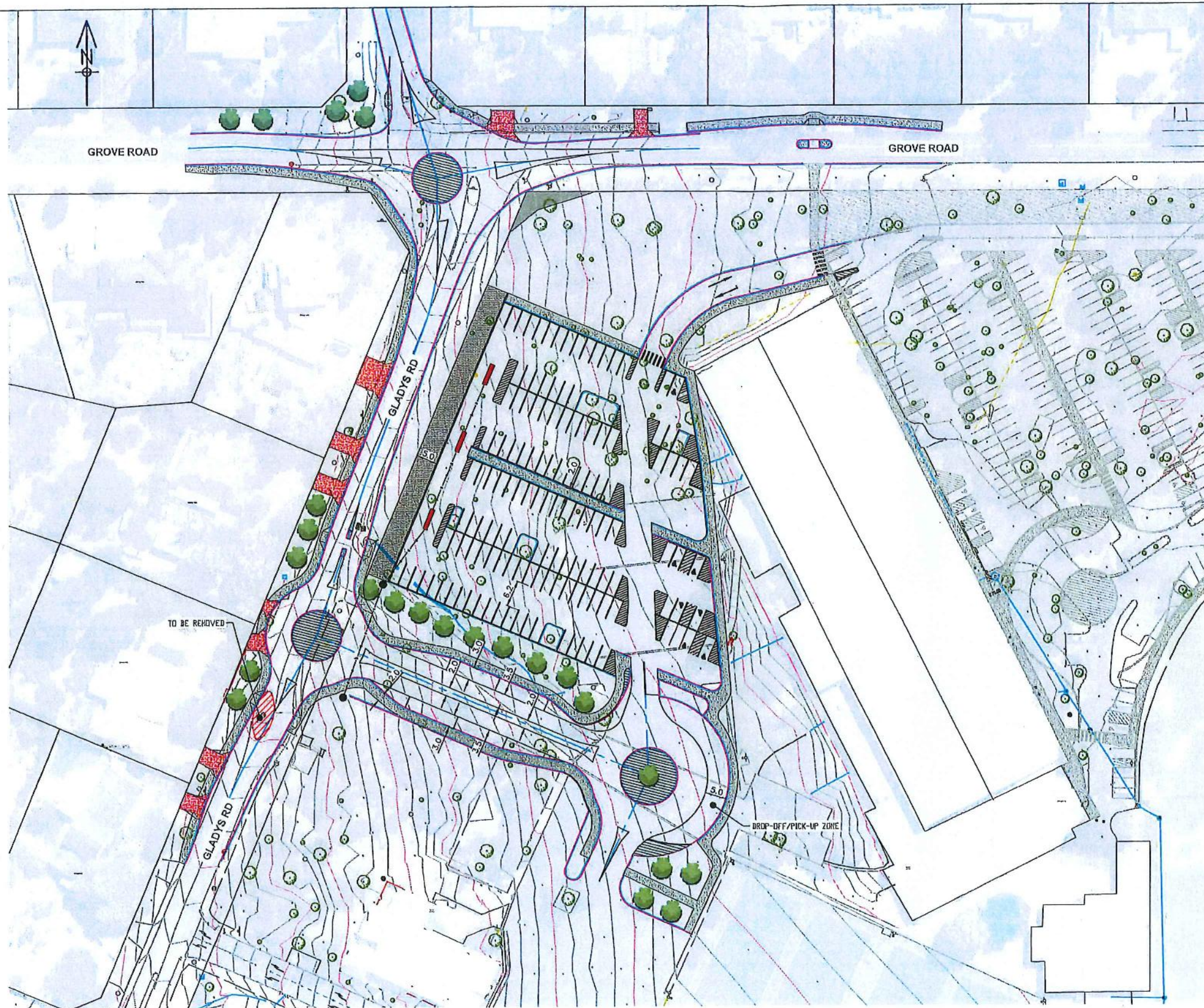
WARNING
SERVICES AND CADASTRAL BOUNDARY LOCATIONS ARE ONLY INDICATIVE AND MUST NOT BE USED FOR EXCAVATION. THE "ONE CALL 1100" SYSTEM SHALL BE USED TO OBTAIN ACCURATE SERVICE LOCATIONS.



ASSET SERVICES	
RAY OWEN PROPOSED CARPARK & DRAINAGE LESMURDIE CONCEPT PLAN - STAGE 1	
DRAWING No. 4235-02/1	SHEET / TOTAL 1 / 1
DATE 02/09/2019	SCALE 1:500

REV	DATE	BY	CHKD	APPD	DESCRIPTION	REV	DATE	BY	CHKD	APPD	DESCRIPTION	REV	DATE	BY	CHKD	APPD	DESCRIPTION
0	02/09/2019	C. CARRILLO			ISSUED FOR CONCEPT SUBMISSION												
1	02/09/2019	C. CARRILLO			TRUCK GARAGE NOTE ADDED												

4235-03/1



LEGEND

- PROPOSED KERBING MK-MOUNTABLE KERB
- PROPOSED PRAM RAMP
- PROPOSED FOOTPATH
- EXISTING VEGETATION BUFFER
- RAISED ROAD ISLAND
- PROPOSED CONCRETE CROSSOVER
- PROPOSED RED FLOWERING GUM
- PROPOSED MARKING PARKING ROW (NUMBER OF BAYS AVAILABLE - 129 and 4 BUS BAYS)
- PROPOSED MARKING DISABLED PARKING ROW (NUMBER OF BAYS AVAILABLE - 7)
- PROPOSED SIDE ENTRY PIT
- PROPOSED STORMWATER DRAINAGE CELL
- PROPOSED DRAINAGE
- EXISTING FENCE
- EXISTING FOOTPATH
- EXISTING KERBING
- EXISTING CADASTRAL BOUNDARY
- EXISTING ONE POST SIGN FACING ONE DIRECTION
- EXISTING SERVICE LP
- EXISTING DRAIN HI CONC CIRC.
- EXISTING SERVICE METER
- EXISTING SERVICE TELSTRA PIT
- EXISTING TREE
- EXISTING DRAIN GULLY
- EXISTING DRAIN SIDE ENTRY PIT
- EXISTING SERVICE SEWER HI
- EXISTING SERVICE HAILBOX

NOTES:

1. TRAFFIC CALMING TO BE INCORPORATED WITH DETAILED DESIGN
2. REFER TO OVERALL CONCEPT PLAN DRG No. 4235-01/0
3. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE SPECIFICATION AND REQUIREMENTS OF THE LOCAL GOVERNMENT,
4. ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK,
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPORT OF ALL EXISTING SERVICES. WHERE SERVICES CROSS, THE UPPER SERVICE SHALL BE PROVIDED WITH A SUITABLE SUPPORT AS REQUIRED, BY THE RELEVANT SERVICE AUTHORITY MANUAL.
6. ALL DRAWING DETAILS LIKE PROPOSED: KERB MK - DWG NO.; FOOTPATH, CROSSOVER - DWG NO: 1/3, PRAM-RAM, - DWG NO: SHEET 12/30 AND DWG NO: SHEET 4/30, ENTRY PIT - DWG NO: 17/30, GULLY PIT - DWG NO: STD-DR01-01/A, - AS THE SPECIFICATION (STANDARD DRAWINGS) AND REQUIREMENTS OF THE CITY OF KALAMUNDA.
7. 6m HIGH CARPARK LIGHTING POLES AND CABLING TO BE ALLOWED AS PART OF DETAIL DESIGN
8. BUDGET COST ESTIMATE \$630,000

PLAN

PRELIMINARY
UNCHECKED

CONCEPT
ONLY

WARNING
SERVICES AND CADASTRAL BOUNDARY LOCATIONS ARE ONLY INDICATIVE AND MUST NOT BE USED FOR EXCAVATION. THE "ONE CALL 1100" SYSTEM SHALL BE USED TO OBTAIN ACCURATE SERVICE LOCATIONS.



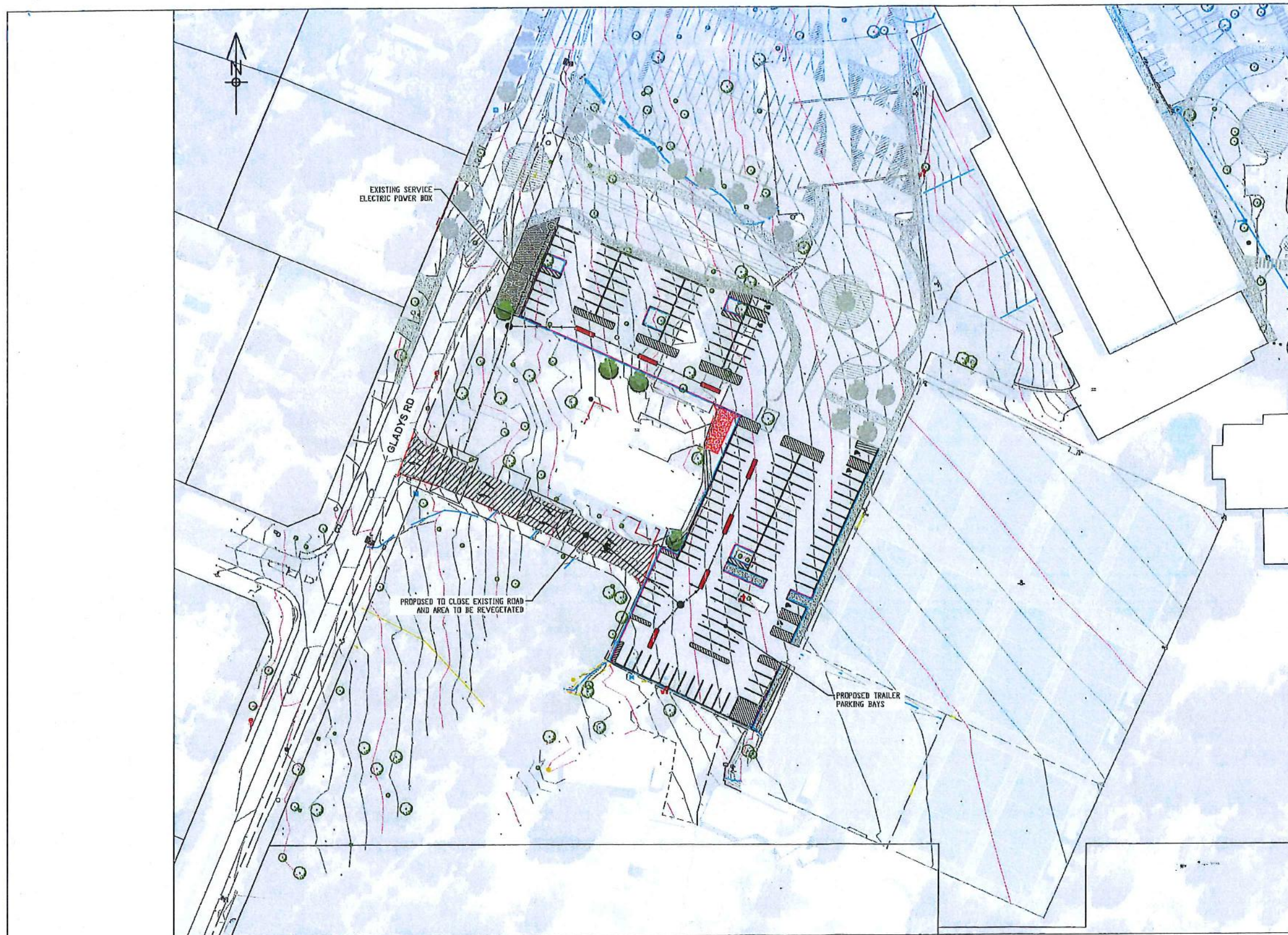
city of Kalamunda **ASSET SERVICES**

RAY OWEN

PROPOSED CARPARK & DRAINAGE
LESMURDIE

CONCEPT PLAN - STAGE 2

No.	REASON	BY	DATE	AUTH	No.	REASON	BY	DATE	AUTH	SCALE	DATE	SCALE	DATE	SCALE	DATE	SCALE	DATE	SCALE	DATE
0	ISSUED FOR CONCEPT DISCUSSION		02/11/2018	LP						1:500		SCALE IN METRES							
1	TRAFFIC CALMING ASSESSMENT		02/11/2018	LP															



PLAN

LEGEND

- PROPOSED KERBING MK-HOUNTABLE KERB
- PROPOSED PRAM RAMP
- PROPOSED FOOTPATH
- EXISTING VEGETATION BUFFER
- RAISED ROAD ISLAND
- PROPOSED CONCRETE CROSSOVER
- PROPOSED RED FLOWERING GUM
- PROPOSED MARKING PARKING ROW (NUMBER OF BAYS AVAILABLE - 120)
- PROPOSED MARKING DISABLE PARKING ROW (NUMBER OF BAYS AVAILABLE - 6)
- PROPOSED MARKING TRAILER PARKING ROW (NUMBER OF BAYS AVAILABLE - 0)
- PROPOSED SIDE ENTRY PIT
- PROPOSED STORMWATER DRAINAGE CELL
- PROPOSED DRAINAGE
- EXISTING FENCE
- EXISTING FOOTPATH
- EXISTING KERBING
- EXISTING CADASTRAL BOUNDARY
- EXISTING ONE POST SIGN FACING ONE DIRECTION
- EXISTING SERVICE LP
- EXISTING DRAIN MH CONC CIRC.
- EXISTING SERVICE METER
- EXISTING SERVICE TELSTRA PIT
- EXISTING TREE
- EXISTING DRAIN GULLY
- EXISTING DRAIN SIDE ENTRY PIT
- EXISTING SERVICE SEWER MH
- EXISTING SERVICE MAILBOX
- PAVEMENT REMOVAL AND VEGETATION REINSTATEMENT

NOTES:

1. TRAFFIC CALMING TO BE INCORPORATED WITH DETAILED DESIGN
2. REFER TO OVERALL CONCEPT PLAN DRG No. 4235-01/0
3. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE SPECIFICATION AND REQUIREMENTS OF THE LOCAL GOVERNMENT.
4. ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK,
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7. 6m HIGH CARPARK LIGHTING POLES AND CABLING TO BE ALLOWED AS PART OF DETAIL DESIGN
8. BUDGET COST ESTIMATE \$505,000

PRELIMINARY UNCHECKED

CONCEPT ONLY

WARNING
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ASSET SERVICES

RAY OWEN

PROPOSED CARPARK & DRAINAGE
LESMURDIE

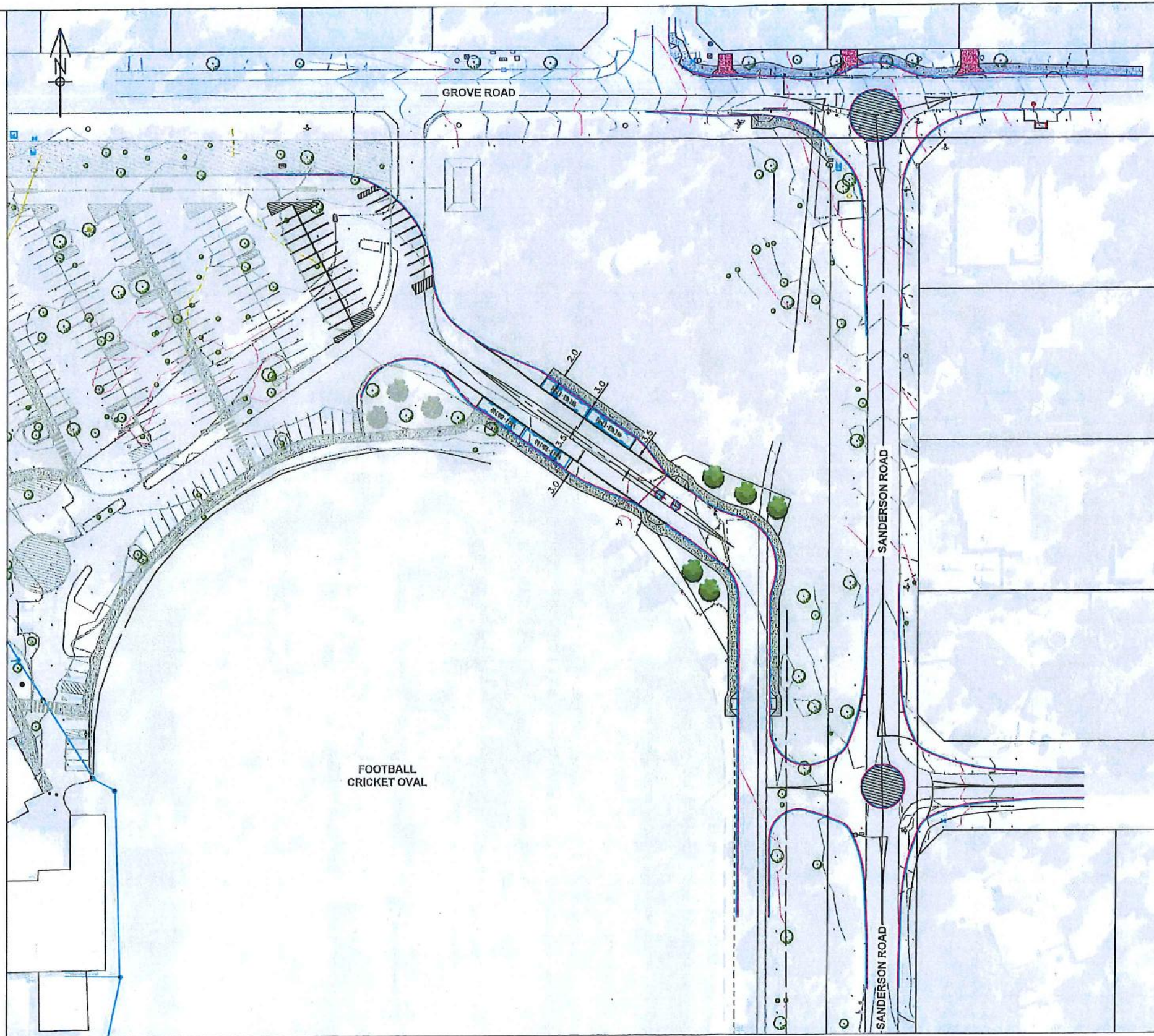
CONCEPT PLAN - STAGE 3

1 OF 2

DRAWING No. SHEET REVISION DRAWING ORG. SIZE

4235-04/1 A1

REV.	BY	DATE	APP.	REVISED	BY	DATE	APP.	SCALE	SUBJECT	DRAWN	CHECKED	DATE	APPROVED	DATE	PROJECT	NO.
0		13/09/19	IP					1:500	CONCEPT PLAN	C. CARRILLO	R. KORNHOF	01/09/2019				
1		11/09/19	IP							C. CARRILLO	L. PUDHOTA	01/09/2019				



PLAN

- LEGEND**
- PROPOSED KERBING HK-MOUNTABLE KERB
 - PROPOSED PRAM RAMP
 - PROPOSED FOOTPATH
 - EXISTING VEGETATION BUFFER
 - RAISED ROAD ISLAND
 - PROPOSED CONCRETE CROSSOVER
 - PROPOSED RED FLOWERING GUM
 - PROPOSED PARKING PARKING ROW (NUMBER OF BAYS AVAILABLE - 34 and 4 BUS BAYS)
 - PROPOSED PARKING DISABLED PARKING ROW (NUMBER OF BAYS AVAILABLE - 6)
 - PROPOSED SIDE ENTRY PIT
 - PROPOSED STORMWATER DRAINAGE CELL
 - PROPOSED DRAINAGE
 - EXISTING FENCE
 - EXISTING FOOTPATH
 - EXISTING KERBING
 - EXISTING CADASTRAL BOUNDARY
 - EXISTING ONE POST SIGN FACING ONE DIRECTION
 - EXISTING SERVICE LP
 - EXISTING DRAIN 100 CONC. CIRC.
 - EXISTING SERVICE METER
 - EXISTING SERVICE TELSTRA PIT
 - EXISTING TREE
 - EXISTING DRAIN GULLY
 - EXISTING DRAIN SIDE ENTRY PIT
 - EXISTING SERVICE SEWER 100
 - EXISTING SERVICE MAILBOX
 - PAVEMENT REMOVAL AND VEGETATION REINSTATEMENT

NOTES:

1. TRAFFIC CALMING TO BE INCORPORATED WITH DETAILED DESIGN
2. REFER TO OVERALL CONCEPT PLAN DRG No. 4235-01/0
3. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE SPECIFICATION AND REQUIREMENTS OF THE LOCAL GOVERNMENT.
4. ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPORT OF ALL EXISTING SERVICES. WHERE SERVICES CROSS, THE UPPER SERVICE SHALL BE PROVIDED WITH A SUITABLE SUPPORT AS REQUIRED, BY THE RELEVANT SERVICE AUTHORITY MANUAL.
6. ALL DRAWING DETAILS LIKE PROPOSED: KERB MK - DWG NO., FOOTPATH, CROSSOVER - DWG NO: 1/3, PRAM-RAM, - DWG NO: SHEET 12/30 AND DWG NO: SHEET 4/30, ENTRY PIT - DWG NO: 17/30, GULLY PIT - DWG NO: STD-DR01-01/A, - AS THE SPECIFICATION (STANDARD DRAWINGS) AND REQUIREMENTS OF THE CITY OF KALAMUNDA.
7. 6m HIGH CARPARK LIGHTING POLES AND CABLING TO BE ALLOWED AS PART OF DETAIL DESIGN
8. BUDGET COST ESTIMATE \$505,000

PRELIMINARY UNCHECKED

CONCEPT ONLY

WARNING: SERVICES AND CADASTRAL BOUNDARY LOCATIONS ARE ONLY INDICATIVE AND MUST NOT BE USED FOR EXCAVATION. THE "ONE CALL 1100" SYSTEM SHALL BE USED TO OBTAIN ACCURATE SERVICE LOCATIONS.



city of Kalamunda **ASSET SERVICES**

RAY OWEN

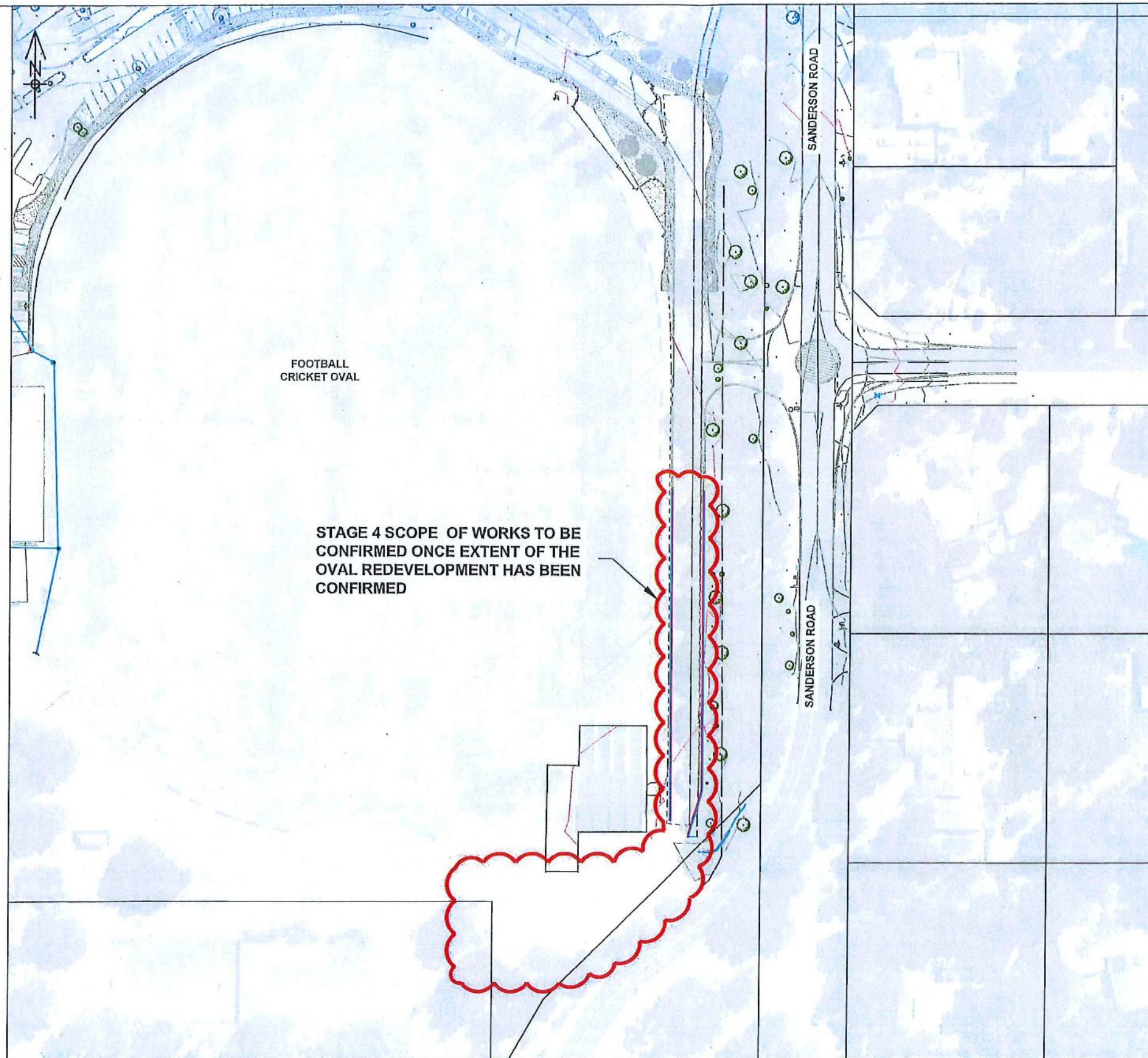
PROPOSED CARPARK & DRAINAGE
LESMURDIE

CONCEPT PLAN - STAGE 3
2 OF 2

4235-05/1

A1

No.	REVISION	BY	DATE	APPN	No.	REVISION	BY	DATE	APPN	SCALE	DATE	DESIGNED BY	CHECKED BY	DATE	DATE	SCALE	DATE	DATE	DATE	DATE
0	ISSUED FOR CONCEPT EXAMINATION	OC	13/04/18	LP						1:500		C. CARRILLO	R. KORNHOF	01/09/2018	27/09/2018					
1	TRAFFIC CALMING HERE ADDED	OC	11/10/18	LP								C. CARRILLO	L. PUDHOTA	01/09/2018	20/01/2019					



- LEGEND**
- PROPOSED KERBING MK-MOUNTABLE KERB
 - PROPOSED PRAM RAMP
 - PROPOSED FOOTPATH
 - EXISTING VEGETATION BUFFER
 - RAISED ROAD ISLAND
 - PROPOSED CONCRETE CROSSOVER
 - PROPOSED RED FLOWERING GUM
 - PROPOSED MARKING PARKING ROW (NUMBER OF BAYS AVAILABLE - 120 and 4 BUS BAYS)
 - PROPOSED MARKING DISABLE PARKING ROW (NUMBER OF BAYS AVAILABLE - 6)
 - PROPOSED MARKING TRAILER PARKING ROW (NUMBER OF BAYS AVAILABLE - 6)
 - PROPOSED SIDE ENTRY PIT
 - PROPOSED STORMWATER DRAINAGE CELL
 - PROPOSED DRAINAGE
 - EXISTING FENCE
 - EXISTING FOOTPATH
 - EXISTING KERBING
 - EXISTING CADASTRAL BOUNDARY
 - EXISTING ONE POST SIGN FACING ONE DIRECTION
 - EXISTING SERVICE LP
 - EXISTING DRAIN MH CONC. CIRC.
 - EXISTING SERVICE METER
 - EXISTING SERVICE TELSTRA PIT
 - EXISTING TREE
 - EXISTING DRAIN GULLY
 - EXISTING DRAIN SIDE ENTRY PIT
 - EXISTING SERVICE SEWER MH
 - EXISTING SERVICE HAILBOX
 - PAVEMENT REMOVAL AND VEGETATION REINSTATEMENT

- NOTES:**
1. TRAFFIC CALMING TO BE INCORPORATED WITH DETAILED DESIGN
 2. REFER TO OVERALL CONCEPT PLAN DRG No. 4235-01/0
 3. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE SPECIFICATION AND REQUIREMENTS OF THE LOCAL GOVERNMENT.
 4. ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK.
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPORT OF ALL EXISTING SERVICES. WHERE SERVICES CROSS, THE UPPER SERVICE SHALL BE PROVIDED WITH A SUITABLE SUPPORT AS REQUIRED, BY THE RELEVANT SERVICE AUTHORITY MANUAL.
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 7. 6m HIGH CARPARK LIGHTING POLES AND CABLING TO BE ALLOWED AS PART OF DETAIL DESIGN
 8. BUDGET COST ESTIMATE \$505,000

PRELIMINARY UNCHECKED **CONCEPT ONLY**

WARNING
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PLAN

NO.	REVISION	BY	DATE	MARK	NO.	REVISION	BY	DATE	MARK	NO.	SCALE	DATE	DESIGNED BY	CHECKED BY	DATE	APPROVED BY	DATE	STRUCTURE CODE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	OVERALL DIM. SIZE	
0	ISSUED FOR CONCEPT DISCUSSION	CC	13/09/18	IP							1:500	01/09/2019	C. CARILLO	R. ROSENTHAL	01/09/2019	R. ROSENTHAL	01/09/2019	CI	420	4235-06/1	1	1	A1
1	TRAFFIC CALMING WITH ROAD	CC	11/10/18	IP									C. CARILLO	L. PUDHOTA	30/07/2019	R. JACKSON	01/09/2019						

Ray Owen: Parking and Access Concept Plan

Background

Ray Owen Reserve (located in Lesmurdie) is one of the City's Premier sporting reserves. The precinct caters for basketball, netball, football, cricket and BMX participation. It also contains a significant area of native vegetation that is being rehabilitated, shares a boundary with a primary school and is home to a community hall.

In 2014, the City of Kalamunda engaged A Balanced View (ABV) Leisure Consultancy Services to develop a Master Plan for Ray Owen Reserve. The Plan was developed in consultation with the community and guides the City's development of the Reserve now and into the future. The Plan was adopted by Council in early 2015 with upgrades to take place as funding permits.

The Plan identifies parking and access as a key issue of the Reserve, with only 400 car parking spaces available (assuming efficient parking on the gravel areas south of the existing football oval). At peak sporting activity, there is significant need for overflow parking which occurs in adjacent vegetated areas and adjacent roads which is problematic from an environmental and safety perspective. A parking design and layout was not included in the Plan, as this would be determined upon further clarity of design elements such as the location of buildings and sports fields.

With planning of the Reserve's first major development (expansion of the indoor multipurpose courts) well underway, there is now sufficient clarity to proceed with planning for parking and access.

A Concept Plan has been developed based on the needs identified in the Master Plan. The Concept Plan was developed with the following objectives:

- optimising parking capacity within the Reserve;
- identifying opportunities to increase parking capacity within the Reserve;
- providing internal road connections between areas of car parking to provide greater efficiency;
- cognisant of planned expansion of buildings and sporting fields;
- cognisant of safe and efficient access and egress to surrounding road network;
- able to be delivered in discrete stages as funding permits; and
- deal with the stormwater runoff from the car parking areas in an efficient and cost effective manner.

The Concept Plan reflects a staged approach to improvements in parking capacity in line with presumed stages of growth in formalised sporting activity at the Reserve. Details of each stage are as follows:

Stage 1 of the Concept Plan Incorporates upgrades to the existing formalised parking to the east of the Ray Owen Sports Centre (ROSC) along with expansion into the adjacent vegetated area. This provides approximately 222 car bays plus seven disabled parking spaces. A turnaround area is also proposed and will include an emergency vehicle zone and a kiss-n-ride facility which can accommodate up to five cars for drop off/pick-up arrangements.

Entry/exit to the carpark will continue to be accommodated at Grove Road, albeit this will as part of future staged works be closed, with entry/exit relocated to Sanderson Road.

Stage 2 incorporates upgrades to the existing formalised parking to the west of the ROSC, located to the north of the existing car park entry to the Reserve, along with expansion into the adjacent vegetated area and will provide approximately 129 car bays plus seven disabled parking spaces.

This stage will also result in the removal of the existing traffic blister island located on Gladys Road in close proximity of the entry, with this treatment to be replaced by a new roundabout entry/exit to the Reserve. The new entry/exit will also accommodate four bus bays as well as an internal turnaround area and will include an emergency vehicle zone, a kiss-n-ride facility that can accommodate five cars for drop off/pick-up arrangements and it will also control access to the northern and southern parking areas.

A link road between the parking areas either side of the ROSC will also be constructed as part of this stage of development to facilitate efficient use of car bays.

Stage 3 incorporates upgrades to the existing formalised parking to the west of the ROSC, located to the south of the existing car park entry to the Reserve, along with expansion into the adjacent vegetated area will generate approximately 120 bays plus six disabled spaces and eight car/van plus trailer parking spaces.

The Grove Road entry/exit to the Stage 1 parking area will also be closed as part of this stage of development in favour of creating a new roundabout entry/exit at the Sanderson Road/Gilroy Way intersection. The internal connecting road with the Stage 1 parking area will be upgraded and will incorporate a further four bus bays as well as increasing parking spaces by approximately 34 bays given the closure of the Grove Road entry/exit.

Stage 4 is shown as indicative at this time. The actual area of car parking expansion is subject to the outcome of proposed sports oval expansion plans which are still in the development stage.

Staging as proposed has been established to provide the least impact on continuing use of the Reserve with completion of each stage focused on increasing the number of parking spaces available within the Reserve and providing controlled and safe traffic movements into, within and out of the Reserve.

A stormwater management plan will be developed after completion of geotechnical studies; however, the design premise is to use underground storage/infiltration tanks where possible in order to optimise on ground car parking capacity.

Car park lighting will be designed to relevant standards while ensuring light spill is mitigated to the absolute minimum possible.

The Concept Plan is reflective of how the City envisaged the buildings and ovals at Ray Owen Reserve would develop and how the car parking would best fit within these higher order constraints. As such, it may be necessary to change the specific details and staging of the final concept plan.

The Concept Plan has been endorsed by the main sporting groups who utilise the Reserve, the Friends of Ray Owen Group and the adjacent Lesmurdie Primary School and was approved for the purpose of public advertising in February 2019.

The plan was advertised in the following ways:

- City of Kalamunda website

- City of Kalamunda online engagement portal
- Letter to surrounding residents
- City of Kalamunda social media
- Local newspaper advertising
- On-site signage
- Email to contact databases
- Posters at City of Kalamunda libraries and recreation centres
- Flyers at City of Kalamunda libraries and recreation centres
- Inclusion in the monthly E-News
- Inclusion in the monthly Kalamunda View

Community members were invited to comment via a survey (available online and in hard copy) or write a submission. A community drop-in information session was held on site at Lesmurdie Hall on Monday 18 March. Approximately 20 community members attended.

An additional information session was held on the evening of Monday 25 March at Lesmurdie Primary School at the request of Lesmurdie Primary School Principal. Approximately 12 community members attended.

During the public advertising period, City of Kalamunda staff were invited to participate in an internal workshop, to gauge their feedback on the plan relative to their department.

Part 1: Public Participation Values

The City of Kalamunda has designed its engagement program for this project to reflect the core public participation values.

These values and how they have been demonstrated through the engagement project is detailed below.

- 1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.*

Both City of Kalamunda residents and visitors will be affected either directly or indirectly by decisions regarding the draft Parking and Access Plan for Ray Owen Reserve. The survey was therefore made available to everyone for comment.

- 2. Public participation includes the promise that the public's contribution will influence the decision*
- 3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.*

Following the public comment period, the City of Kalamunda assesses all feedback received from the community. This feedback is used to enhance the plan to ensure it balances the needs of the wider community.

4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.

Parking and access at Ray Owen Reserve would be of particular interest to local sporting clubs, reserve users and the surrounding residents, businesses or organisations.

Letters requesting feedback on the plan were sent to all properties within 400m of the reserve. A feedback request was also sent to the City's database of sporting groups and clubs.

The plan and opportunity to comment was advertised through a variety of mediums to capture any other potentially interested parties. This included newspaper advertising, social media advertising, on-site signage, flyers, posters and inclusion in newsletters.

5. Public participation seeks input from participants in designing how they participate.

The City endeavours to make the public feedback process as simple as possible, and typically produces a community survey to capture thoughts on key matters. A community survey was utilised for this project.

However, participants were invited to submit their feedback on the plan however they wished, whether that be online, in writing or even by meeting or phone call with project representatives.

6. Public participation provides participants with the information they need to participate in a meaningful way.

To facilitate the feedback process, the City of Kalamunda hosted a drop-in information session on site at Lesmurdie Hall and a second at Lesmurdie Primary School. At these sessions, design drawings were provided and project team members were available to explain the design and answer any questions residents may have.

For those unable to attend, a Frequently Asked Questions was available online and in hard copy to guide participants.

The City also ensures its project team members are available to discuss and answer any resident queries over the phone, providing their contact details in communications materials and encouraging residents to contact the City should they require more information.

7. Public participation communicates to participants how their input affected the decision.

The City of Kalamunda will release updates on the Project as they become available. As part of this, information will be provided on how community feedback has helped shape the next phase of the project.

Part 2: Survey Results

The Ray Owen Parking and Access Plan Survey was available online at engage.kalamunda.wa.gov.au and in hard copy at all City of Kalamunda locations from 1 March to 11 April 2019.

51 surveys were completed during the consultation period.

The majority of survey respondents indicated that they live in Lesmurdie (71%) and were between the age of 36 and 55 (68%).

Of those that completed the survey, the most common use of the Reserve was either walking (22%) or simply living in close proximity to the (17%). This suggests that the majority of survey respondents do not use the car park at all, and if they do, as pedestrians as opposed to in a vehicle.

60% of survey participants rated the plan as either 'average', 'good' or 'very good'. 34% Rated the plan as 'poor' or 'very poor' and 6% were unsure how to rate the plan.

Please view the external attachment 'Survey Results' for all facts, figures, comments and statistics.

Part 3: Submissions

The City received 11 written submissions on the draft access and concept parking plan.

- 27.5% (3) of submissions were from residents on Gilroy Way (perpendicular to Sanderson Road).
- 27.5% (3) of submissions were from residents that lived within two streets of the Reserve (on streets other than Gilroy Way).
- 36% (4) of submissions did not include their address and therefore their place of residency is unknown, but is likely to be nearby to the Reserve or on Gilroy Road given the feedback provided.
- 9% (1) of submissions were from residents outside of the City of Kalamunda.

27% (3) of submissions opposed any development of the Reserve altogether, whether it be related to the already approved Ray Owen Master Plan or the draft Parking and Access Concept Plan, preferring any sporting activity to be concentrated elsewhere. All of such submissions were from residents on Gilroy Road or within two streets of the Reserve.

The remaining portion, 73% (8), indicated acceptance of the Plan provided modifications or improvements to specific aspects of the Plan.

Most submissions focussed on areas that could be improved, rather than areas that were done well.

A list of the matters raised in the submissions is provided below.

Feature	Number of Times Identified
Removal of trees & the associated impacts (habitat loss, heat concentrated, aesthetics, etc)	10
Consider removing roundabout on Sanderson Road/Gilroy Way & the Sanderson Road access to the facility (concerns about perceived impacts such as	7

increased traffic volumes, dangers associated with poor driver behaviour, etc)	
Impact on adjacent residents (noise, loss of property value, aesthetic, anti-social behaviour, etc)	5
Design of pedestrian amenities (consideration of school lollipop lady positioning, request for higher kerbs, lack of refuges on Grove Road at Gladys and Sanderson Road roundabouts, request to relocate Grove Road footpath to the west side of the oval)	4
Request for larger vegetation buffer (to improve environmental values, provide noise and visual buffer, etc)	3
Consider potential for a multi-story car park or underneath elevated slab of sport courts (to better work with space constraints, mitigate need to remove trees, etc.)	2
Concerns salvaged trees within the paved parking area will not survive	1
Reduce speed limit on Grove Road to 40km/hr	1
Aboriginal Heritage site studies should be carried out	1
An environmental off-set planting plan should be developed	1
Skip bins should be included	1
Check should be done to ensure plan meets State Planning Policy 7.0	1
Increase lighting on the north east side of the oval	1
Concerns raised were related to Ray Owen Master Plan (unrelated to the draft Concept and Access Parking Plan)	1
Total	39

Key themes identified in responses:

16	Environment
13	Perceived impact on specific residents
9	General planning and design
1	Comments relating to other Planning documents

The primary concerns raised in the submission were environment related (41%), particularly the removal of vegetation and loss of habitat values.

Many of the submissions put forward by residents on Gilroy Road or within the immediate vicinity raised matters that related to how they would be personally impacted or inconvenienced (33%). In particular, these residents feel that a new entrance to the facility via Sanderson Road would adversely impact them because of an increase in traffic volumes, and the perceived dangers or less of amenity that are associated with increased traffic volumes (i.e. loss of property value, children being able to play in street, noise disturbance, inconvenience of patrons using their street for parking, dangerous driving behaviour, etc). This sub-section of the community would like to see the roundabout at Sanderson Road/Gilroy Way removed as well as the Sanderson Road entry to the facility. Some

residents are against improving parking and access altogether as it will draw more patrons and thereby potentially further disturb their amenity.

Some submissions covered a number of improvements or alternative designs (24%). For example, some suggested a multistorey or underground car park be considered, footpaths be relocated, kerbed and inclusive of more refuge points. Some submissions also questioned whether heritage or environmental studies will be undertaken and if off-set planting can be undertaken to compensate for vegetation loss.

Part 4: Internal Staff Workshop Results

Overview of the Staff Workshop

The Staff Workshop was held on Wednesday 27 March 2019 at the City of Kalamunda Function Room from 1:00pm to 2.00pm.

Invitations to attend were issued to Managers and Co-ordinators of relevant department areas (Community Development, Parks & Environment, Assets Delivery, Assets Maintenance, Finance, etc.) to attend.

Upon arrival, attendees were invited to sit at one of the four tables set up around the room.

Rob Korenhof, Manager Asset Delivery Services, provided attendees with background information on Ray Owen Reserve, the Ray Owen Master Plan and how it lead to the development of a car parking and access plan. Rob also explained the design aspects of the draft concept plan and expected delivery of staging.

Manager of Customer and Public Relations, Nicole O'Neill, provided an update on the community consultation process and how that feedback will be used to progress the concept parking design.

Attendees were then invited to participate in four group discussions and activities:

- 1) Identify which three features of the plan you think have been done well;
- 2) Identify which two aspects of the plan you think need further consideration;
- 3) Identify one thing you would change about the plan and why;
- 4) As a table, rate the plan out of 10.

Attendees were able to identify more than the requested number of features/aspects should the table not be able to reach a consensus.

Following each activity, a spokesperson from each table shared the results with the room.

The activity results are detailed below.

Results

Activity 1) Identify three features of the plan you think have been done well.

Feature	Number of Times Identified
Grove Road roundabouts	2
Drop off zones/Kiss-n-Ride	2
Gladys Road roundabouts	2
Closure of existing Grove Road entry/exit	2

Trees, revegetation and buffers	2
Sanderson Road roundabout	1
"View" parking facing football oval	1
Retention of trees within car parking area	1
Trailer parking	1
Overall number of bays	1
Total	15

Key themes identified in responses:

9	Outer traffic network and flow
3	Number, type and location of bays
3	Trees and vegetation

The staff responses to Activity 1 demonstrate three key themes; 'outer traffic network and flow', 'number, type and location of bays', and 'trees and vegetation'. Overall, the 'outer traffic network and flow' of the concept design appeared to be the feature most participants feel was done well, totalling 60% of the identified positive features. In particular, staff noted the addition of roundabouts to better control speed, safety and traffic flow in and around the reserve.

The consideration of trees and vegetation in the design was also a feature deemed to be well done (20%), highlighting the importance of balancing development and environmental needs.

Lastly, the number, type and location of bays were noted as positives (20%) of the design.

Activity 2) Identify two aspects of the plan you think need further consideration.

Feature	Number of Times Identified
Capacity/location of kiss-n-ride and pull up bus bays	3
Closure of existing Grove Road entry/egress	2
Sanderson Road roundabout	2
Constraints of the Master Plan footprint	1
Drainage/Water Sensitive Urban Design	2
Access to emergency generator	1
Retention of significant trees	1
Total	12

Key themes identified in responses:

4	Internal traffic network and flow
2	Drainage/Water Sensitive Urban Design
1	Constraints of the Master Plan footprint
4	Outer traffic network and flow
1	Retention of significant trees

Whilst activity 1 highlighted that the outer traffic network and flow was done well, activity 2 highlighted that there were still some concerns with one aspect; the addition of a roundabout on Sanderson Road and the subsequent closure of the existing Grove Road entry/egress.

Group discussions revealed that some staff were aware of community feedback received from Sanderson Road residents, which highlighted their desire for their street to remain free from vehicles or traffic resulting from the Reserve.

Activity 2 also showed that some staff were concerned about the internal traffic flow at the central Grove Road entry. The entry connects to a drop off/bus park up zone. Because of the short length of the drop off/bus park up zone, it may cause congestion, spilling out onto Grove Road. Access to the emergency generator was also a concern raised under the internal traffic flow theme.

Use of an innovative draining design and water sensitive urban design was an area that some staff felt required more consideration. One group suggested the development of rain gardens/swales into the current retention network.

Some staff noted the difficulty of delivering an adequate car parking plan within the constraints of other plans such as the footprint of the Master Plan upgrades. If there were potential changes to the Master Plan footprint, it would be important to reconsider the parking design.

Activity 3) Identify one thing you would change about the plan and why.

Feature	Number of Times Identified
Remove internal roundabouts	1
Reduce parking space area	1
Clearer definition of significant trees to be retained	1
Maximise capacity for all modes of transport to the reserve	1
Vegetation buffer	1
Increase traffic flow through Grove Road	1

Key themes identified in responses:

2	Internal traffic network and flow
2	Outer traffic network and flow
2	Trees and vegetation

Activity 3 yielded six differing responses and no overarching consensus. Three key themes were identified including 'internal traffic network and flow', 'outer traffic network and flow' and 'trees and vegetation', each raised with the same frequency (33.33%).

Staff who believe the internal network requires change raised concern about the use of internal roundabouts, which reduces space for car parking bays. On the contrary, some staff believe the car parking space area should be reduced.

Staff who believe the external network requires change believe traffic flow should be increased via Grove Road, and that capacity for all transports types (cyclists, pedestrians, taxis, electric vehicles, ride shares, etc.) should be maximised.

Lastly, those with an environmental focus would like to see a greater or enhanced vegetation buffer and a clear definition around the significant trees to be retained.

Activity 4) As a table, rate the plan out of 10.

Responses
8
8
7.5
7.5
Average = 7.75

Overall, all staff considered the Plan in a similar light, providing ratings between 7.5 and 8 to create an average of 7.75.

On a scale of 1 to 10, with 1 being poor and 10 being excellent, a rating of 7.75 would be considered "good".

Internal Staff Workshop Summary

In summary, staff consider the draft Parking and Access Concept Plan to be good, with some key areas requiring further focus.

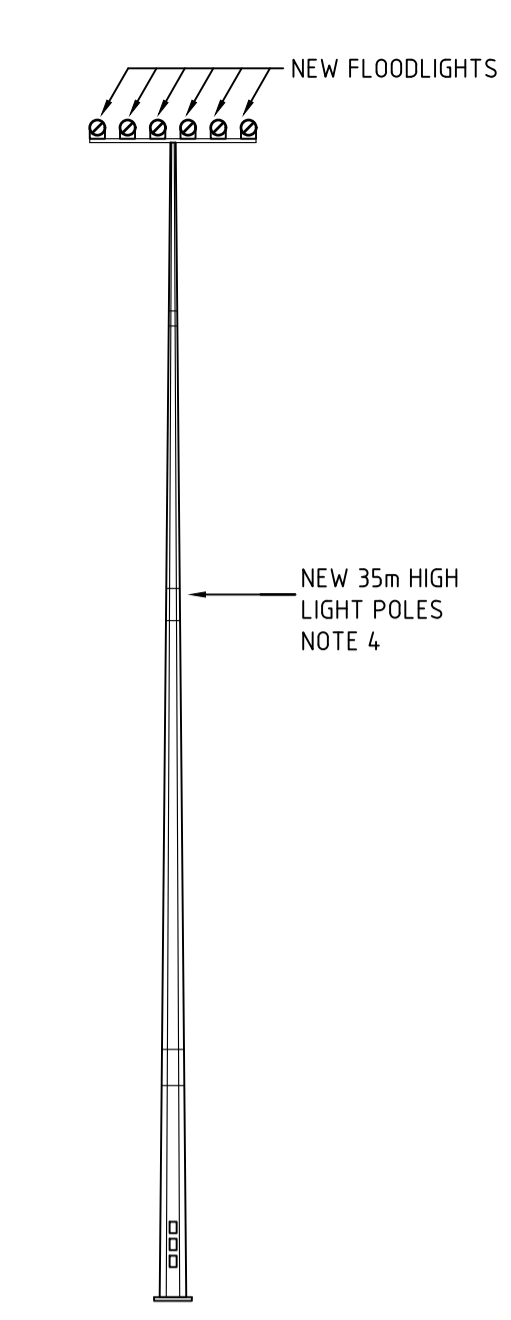
Most agree the outer traffic network (use of roundabouts and entry points) has been well thought out, with the exception of the Sanderson Road (and subsequent closure of the existing Grove Road entry/egress) roundabout, given community concern.

Internally, staff also consider the type, number of positioning of bays, such as trailer and bus bays, to be well done, but even more consideration to different transport modes should be considered (cyclists, pedestrians, electric vehicles, etc).

The workshop highlighted that staff believe it is essential to maximise environmental values wherever possible. Salvaging existing trees of significance and replanting is a positive, though this should be enhanced with even greater buffer zones and a well-defined approach to saving important trees.

It is suggested that removal of some of the roundabouts within the car park could help to maximise car space capacity and a closer look at the traffic flow from the Grove Road entrance is needed.

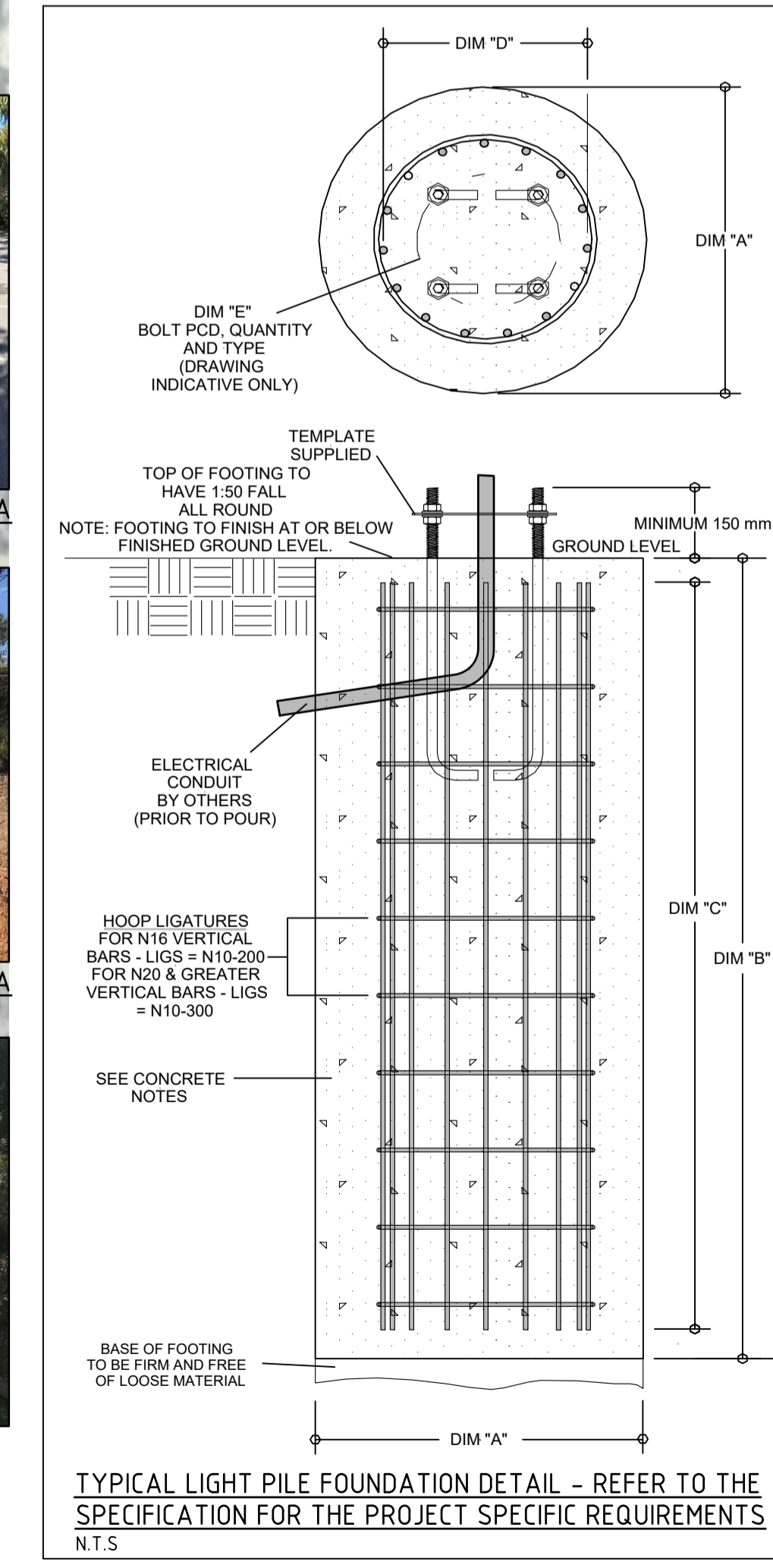
Staff would also like to see an innovative drainage design that incorporates Water Sensitive Urban Design.



TYPICAL LIGHTING COLUMN
DETAIL (POLES 1-4)
SCALE N.T.S

- NOTES**
- EXISTING POLE MOUNTED SITE MAIN SWITCHBOARD & POLE TO BE REMOVED.
 - UNDERGROUND CONDUIT RISES TO ROOF VOID. PROVIDE GALVANISED TOP HAT FROM 10mm AFFL TO SOFFIT LEVEL TO CONCEAL SURFACE CONDUIT. SUBMAIN CABLING CONTINUES IN ROOF SPACE TO EXISTING BUILDING MAIN SWITCHBOARD LOCATION.
 - PROVIDE 8P50 POWER CONDUITS FROM THE PIT TO THE SITE MAIN SWITCHBOARD.
 - REFER TO SPECIFICATION FOR FUTURE LED STRUCTURAL REQUIREMENTS
 - REMOVE FIVE EXISTING FLOODLIGHT TOWERS & FLOODLIGHTS
 - PROPOSED CONDUIT ROUTE TO BE COORDINATED ON SITE WITH EXISTING TREE ROOTS TO ENSURE TREE ROOTS ARE NOT DAMAGED DURING EXCAVATION AND INSTALLATION.
 - PROPOSED PIT AND CONDUIT TO BE LOCATED TO THE EAST SIDE OF THE DRIVEWAY.
 - EXISTING SPORTS LIGHTING SWITCHBOARD TO BE REMOVED.
 - SAW CUT EXISTING CONCRETE PAVING TO ACCOMMODATE CONDUIT AND MAKE GOOD UPON COMPLETION.

- LEGEND**
- WESTERN POWER POINT OF ATTACHMENT (PILLAR)
 - UNDERGROUND POWER CONDUIT
 - INDICATIVE ROUTE OF SUBMAIN CABLING TO EXISTING DISTRIBUTION BOARD
 - SITE MAIN SWITCHBOARD
 - DISTRIBUTION BOARD
 - NEW LIGHTING TOWER & SIX (6) PM1 FLOODLIGHTS - REFER TO THE SPECIFICATION FOR DETAILS.
 - NEW LIGHTING TOWER & FIVE (5) PM1 FLOODLIGHTS - REFER TO THE SPECIFICATION FOR DETAILS.
 - EXISTING LIGHT POLE TO BE REMOVED
 - EXISTING SWITCHBOARD TO BE REMOVED
 - POWER PIT - ACO CABLE MATE TYPE 66H WITH STEEL POWER LOK LID
 - POWER PIT - ACO CABLE MATE TYPE 45H WITH STEEL POWER LOK LID
 - EARTH PIT
 - 1P80 80mm HD UNDERGROUND POWER CONDUIT x 1
 - 1P63 63mm HD UNDERGROUND POWER CONDUIT x 1
 - 2P63 63mm HD UNDERGROUND POWER CONDUIT x 2
 - 2P50 50mm HD UNDERGROUND POWER CONDUIT x 2
 - 4P50 50mm HD UNDERGROUND POWER CONDUIT x 4
 - 6P50 50mm HD UNDERGROUND POWER CONDUIT x 6
 - 1S80 80mm HD UNDERGROUND SPARE CONDUIT x 1
 - (E) DENOTES EXISTING
 - (R) SERVICE TO BE REMOVED
 - PM1 POWER METER
 - KWHR WESTERN POWER MASTER METER
 - CIRCUIT BREAKER
 - ISOLATOR - LOAD SWITCHING
 - THREE PHASE & NEUTRAL
 - SINGLE PHASE & NEUTRAL
 - TWO PHASE & EARTH
 - COMBINED MCB/RCD
 - NORMALLY OPEN CONTACT 32AMP RATING
 - FUSE
 - SURGE DIVERTER
 - THERMOSTAT
 - CONDENSATION HEATER
 - T1 240VAC TIME DELAY DEVICE
 - R2 RELAY - 24VDC COIL 240V/5AMP CONTACT
 - 32A-4 POLE 32A 4-POLE CONTACTOR WITH 240V COIL
 - 240V RELAY COIL WHERE 'n' DENOTES IDENTIFICATION
 - EARTH ELECTRODE



TYPICAL LIGHT PILE FOUNDATION DETAIL - REFER TO THE SPECIFICATION FOR THE PROJECT SPECIFIC REQUIREMENTS
N.T.S

SITE PLAN - SPORTS LIGHTING LAYOUT
SCALE 1:500 @ A1

ISSUED FOR TENDER
REFER TO REVISION COLUMN

No.	REVISION	BY	DATE	AUTH	No.	REVISION	BY	DATE	AUTH	SCALE:	50	0	5	10	15	20	25	SURVEYED:	DRAWN:	AUTHORISED:	Discipline:	Structure Code:
0	TENDER ISSUE	ROB	11/06/18	FRJ						1:500	SCALE IN METRES						ENGINEERING SURVEYOR	INFRASTRUCTURE DESIGN OFFICER	MANAGER ASSET DELIVERY	CI	420	
																	DESIGNED:	CHECKED:	APPROVED:	JOB No.		
																	DATE:	GRD:	COORDINATOR PROJECT DESIGN	DIRECTOR ASSET SERVICES	1718-035	

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City of Kalamunda **ASSET SERVICES**

HARTFIELD PARK
EXISTING HOCKEY SITE
PROPOSED FIELD ARRANGEMENT
FORRESTFIELD

SITE PLAN LAYOUT
1 OF 3

DRAWING No. 1718-098-E01/0 SHEET /REVISION ORIGINAL DRG. SIZE
1718-098-E01/0 **A1**