



MEMORANDUM

TO: CHIEF EXECUTIVE OFFICER

FROM: MANAGER OPERATION SERVICES

DATE: 15 JANUARY 2025

FILE REF: 23587

SUBJECT: ILUKA SPECIFIED AREA RATE ANNUAL SERVICE REVIEW 2025-26

The City and the Iluka Homeowners Association (Inc) (IHA) have evaluated the services and associated costs in managing the Specified Area Rate (SAR) landscapes within the estate to an agreed enhanced level.

I am pleased to advise the IHA voted in acceptance of the Annual Service Review 2025-26.

ANNUAL SERVICE REVIEW 2025–26

The Annual Service Review document attached details the areas, service levels and associated costs for the 2025-26 financial year. The budget of \$426,627 for 2025-26 includes \$103,663 infill planting and other projects.

Current financial year budget of \$406,961 includes \$104,762 for infill planting.

SERVICE AGREEMENT 2022–25

There is currently an existing approved Service Agreement that covers the period of 1 July 2022 to 30 June 2025. The agreement confirms how the SAR will be managed and the responsibilities of the City and HRA.

Please find attached the Service Review document signed by the Chairperson of the HRA and a copy of the existing Service Agreement.

RECOMMENDATION

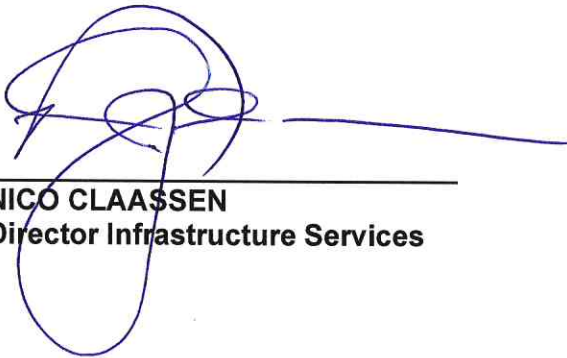
That the Chief Executive Officer approves the agreement, service levels and associated costs detailed in the Annual Service Review 2025-26.



MICHAEL HAMLING
Manager Operation Services

6.2.25

Date



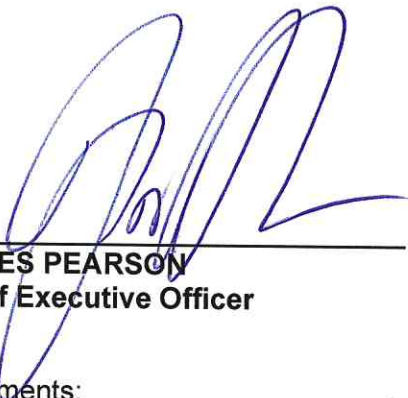
NICO CLAASSEN
Director Infrastructure Services

07/02/2025

Date

Approval of Chief Executive Officer

I approve / ~~do not approve~~ the service levels and associated costs detailed in the Iluka Homeowners Association Inc. (IHA) Annual Service Review 2025-26 and have signed a copy of the original.



JAMES PEARSON
Chief Executive Officer

7.2.2025

Date

Comments:

ANNUAL SERVICE REVIEW 2025–26

SPECIFIED AREA RATES

BETWEEN

CITY OF JOONDALUP (The City)

AND

ILUKA HOMEOWNERS ASSOCIATION INC. (IHA)

1 July 2025 – 30 June 2026

**FOR THE PROVISION OF
ENHANCED LANDSCAPING SERVICES
TO ILUKA**

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- 2.0 LIST OF AREAS TO BE SERVICED
- 3.0 SERVICE LEVELS AND ASSOCIATED COSTS
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- 5.0 CAPITAL INFRASTRUCTURE
- 6.0 SIGNATORIES – AGREEMENT EXECUTION

ATTACHMENTS

- A - MAPS OF ENHANCED MAINTENANCE AREAS
- B - SERVICES AND COSTS PER ANNUM 2025–26

1.0 SERVICE REQUIREMENTS

- 1.1 The City is required to maintain all landscaped areas listed to a standard which enhances their presentation and environmental value. These outcomes will be achieved by implementing the following services:
 - 1.1.1 Regular mowing of turf areas and mechanical trimming of turf edges, as per service schedule (Attachment B) to a height of 15 - 25mm.
 - 1.1.2 Maintenance to landscaped areas as per service schedule (Attachment B) including:
 - Weeds managed to an acceptable level with required signage and reporting when chemicals are applied
 - Free of excessive debris
 - Healthy plants
 - Shrubs pruned according to species and clearance requirements.
 - 1.1.3 Litter removed on a weekly basis from all areas.
 - 1.1.4 Trees pruned to achieve clearance for pedestrians over footpaths and turf areas.
 - 1.1.5 Mulch is to be maintained to an acceptable level.
 - 1.1.6 All debris resulting from turf and landscape maintenance is to be removed from site on the same service day.
 - 1.1.7 Soil, leaf tissue and moisture analysis of turf areas.
 - 1.1.8 Fertilising and application of wetting agent to designated turf areas.
 - 1.1.9 Landscape upgrade projects (Scope of works to be agreed between the City and IHA).
 - 1.1.10 Turf renovation projects (Scope of works to be agreed between the City and IHA).
- 1.2 All works as specified shall be undertaken between the hours of 7.00am to 5.00pm Monday to Friday excluding public holidays to ensure minimal disruption to residents.
- 1.3 The level of service can only be modified upon the written agreement of both parties and will need to be attached to this document as proof of variation.

2.0 LIST OF AREAS TO BE SERVICED

2.1 The landscaped areas listed below are detailed with specific boundaries shown on ATTACHMENT A – MAPS OF ENHANCED MAINTENANCE AREAS.

Area 1	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Kuta Circuit Streetscape	69	838	907
Kuta Park Northern Verge	492		492
Marmion Avenue Streetscape		1,957	1,957
Naturaliste Boulevard Streetscape	603		603
Ocean Gate Parade Streetscape		2,531	2,531
Redondo Court Streetscape	175		175
Shenton Avenue Streetscape	1,869	3110	4,979
St Helena Way Streetscape	149		149
St Sebastien Chase Streetscape	682		682
Area 1 Total (m2)	4,038	8,435	12,474

Area 2	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Coronado Ridge Streetscape	732		732
Delgado Parade Streetscape	170		170
Graton Loop	39	154	194
Mullins Court Streetscape	15		15
Naturaliste Boulevard Streetscape	1,835	1,124	2,959
Naturaliste Park		1,661	1,661
Padilla Way Streetscape	122		122
Shenton Avenue Streetscape	4,898	1,319	6,216
Silver Sands Drive Streetscape		1,003	1,003
Sir James McCusker Park	110		110
Temple Mews Streetscape	133		133
Area 2 Total (m2)	5,226	11,463	16,689

Area 3	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Coronado Ridge Streetscape	732		732
Delgado Parade Streetscape	170		170
Graton Loop	39	154	194
Mullins Court Streetscape	15		15
Naturaliste Boulevard Streetscape	1,835	1,124	2,959
Naturaliste Park		1,661	1,661
Padilla Way Streetscape	122		122
Shenton Avenue Streetscape	4,898	1,319	6,216
Silver Sands Drive Streetscape		1,003	1,003
Sir James McCusker Park	110		110
Temple Mews Streetscape	133		133
Area 3 Total (m2)	8,055	5,260	13,316

Area 4	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Burns Beach Road Streetscape	4,130	678	4,808
Deerfield Place Streetscape	103		103
Delgado Parade Streetscape	378		378
Discovery Circuit Streetscape	13		13
Discovery Park	3,196	6,530	9,726
Maracas Cove Streetscape	228		228

Area 4	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Shenton Avenue Streetscape	2,013	1,666	3,679
Silver Sands Drive Streetscape	274	2,648	2,922
Area 4 Total (m2)	10,334	11,523	21,857

Area 5	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Boynton Gardens Streetscape	63	172	235
Burns Beach Road Streetscape	1,677	81	1,758
Marmion Avenue Streetscape	2,751	3,761	6,512
Miami Beach Promenade Streetscape		2,796	2,796
Stinson Square Streetscape	201		201
Tiwi Court Streetscape		169	169
Area 5 Total (m2)	4,693	6,978	11,671

Area 6	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Burns Beach Road Streetscape	4,649		4,649
Delgado Parade Streetscape	69		69
O'Mara Boulevard Streetscape	1,652		1,652
Pattaya Park	7,115	2,607	9,722
Romano Walkway	504		504
Area 6 Total (m2)	13,990	2,607	16,596

Area 7	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Atma Park	1,250	1,343	2,593
Blackpool Promenade Streetscape	1,184	1,399	2,583
Burns Beach Road Streetscape	3,588	1,009	4,597
Gold Lane Streetscape	218		218
Venice Entrance Streetscape	35		35
Achilles Loop Walkway		600	600
Area 7 Total (m2)	6,274	4,351	10,626

Area 8	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Naturaliste Boulevard Streetscape	3,577		3,577
Patang Vista Streetscape	29		29
Sir James McCusker Park	13,483	23,460	36,943
Area 8 Total (m2)	17,089	23,460	40,549

Summary – Estimated Square Metres			
Location	Turf (m2)	Landscaped Areas (m2)	Total (m2)
Area 1	4,038	8,435	12,474
Area 2	5,226	11,463	16,689
Area 3	8,055	5,260	13,316
Area 4	10,334	11,523	21,857
Area 5	4,693	6,978	11,671
Area 6	13,990	2,607	16,596
Area 7	6,274	4,351	10,626
Area 8	17,089	23,460	40,549
Total Area	69,699	74,077	143,778

3.0 SERVICE LEVELS AND ASSOCIATED COSTS – ANNUAL SERVICE 2025 – 26

3.1 See Attachment B for breakdown and associated costs for 2025 – 26.

4.0 ANNUAL REVIEW OF COSTS AND SERVICES

- 4.1 SAR draft annual service review undertaken by the City is to be provided to the IHA by 7 November each year. Should delays occur these are to be communicated to the IHA in writing.
- 4.2 SAR service delivery and cost is to be confirmed and accepted by the IHA in writing by the end of November each year. Where delays occur due to ongoing negotiations the City will include the draft figures in the annual budget proposals.
- 4.3 Budgets will be modified as required once the review is approved by the City's CEO. This will apply to services and associated costs for the following financial year, commencing on 1 July. If the budget is revised as a result of this process then a revised agreement would be signed by the Association and the CEO.
- 4.4 Review of the SAR services and costs can only be undertaken on an annual basis to ensure sufficient funds can be budgeted by the City and contributions collected via Specified Area Rates in line with the Specified Area Rates policy.

5.0 CAPITAL INFRASTRUCTURE

- 5.1 The IHA are fully liable for all associated costs to remove or renew any assets installed via SAR funding at the end of its expected useful life.
- 5.2 All infrastructure items installed become the property of the City with ongoing maintenance costs recovered through Annual Service Review documents.
- 5.3 Items listed in the review may be included in the City's draft Five Year Capital Works Program and progressed through the annual budgeting process for approval by Council.
- 5.4 Should any capital infrastructure assets not be approved by Council a revised costing schedule will be issued by the City and attached to the approved Annual Service Review document.

6.0 SIGNATORIES - AGREEMENT EXECUTION

6.1 ACCEPTANCE STATEMENT

I, the undersigned, agree to the terms and conditions of this agreement including the costs and services detailed in Attachment B of this Annual Service Review 2025 – 26.

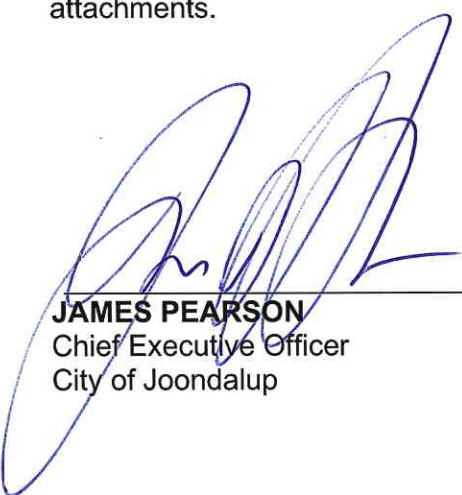


Steve Pethick
Chairperson
Iluka Homeowners Association Inc.

3 January 2025

Date

I APPROVE the service levels and associated costs detailed in this service review and attachments.

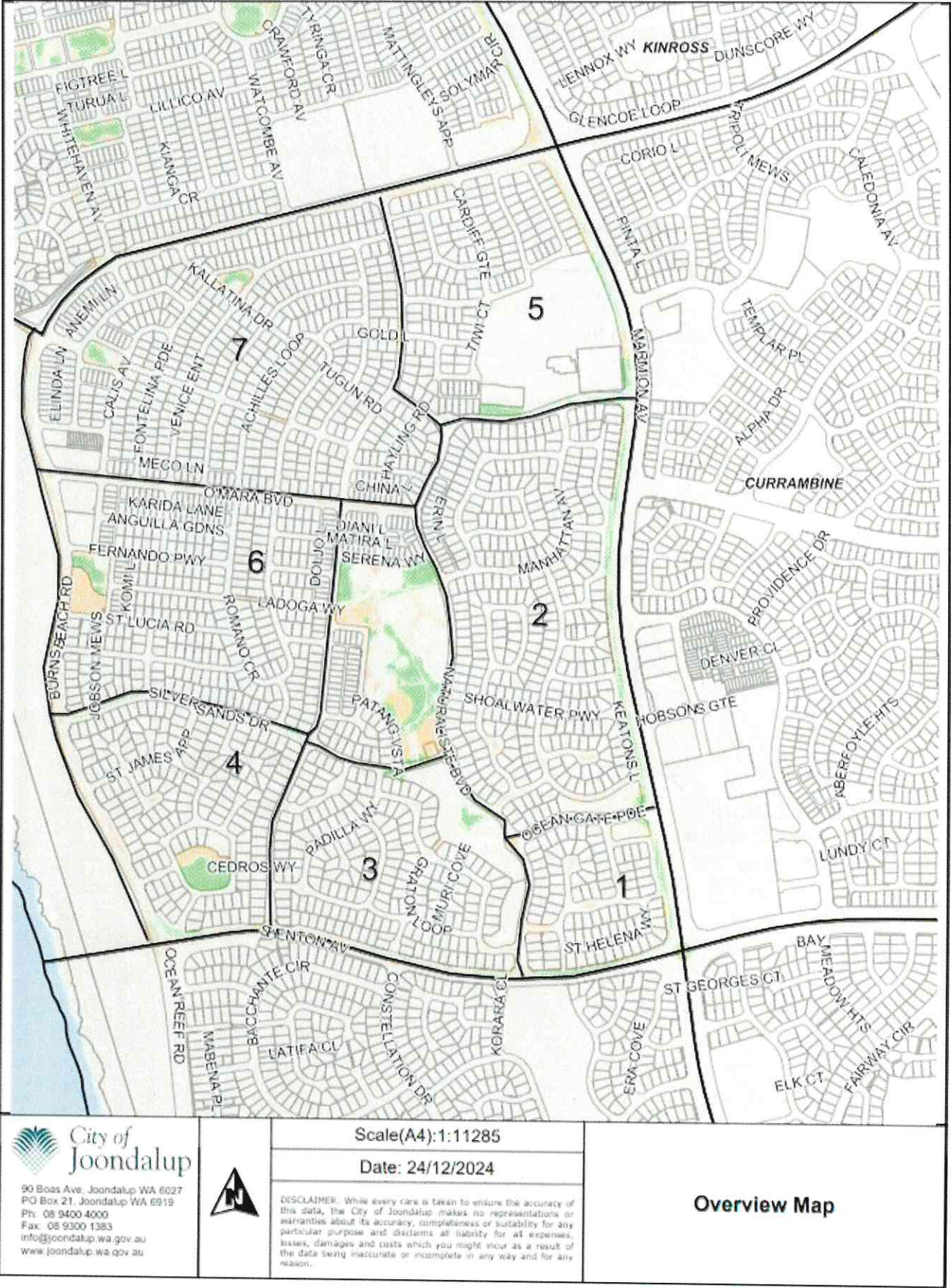


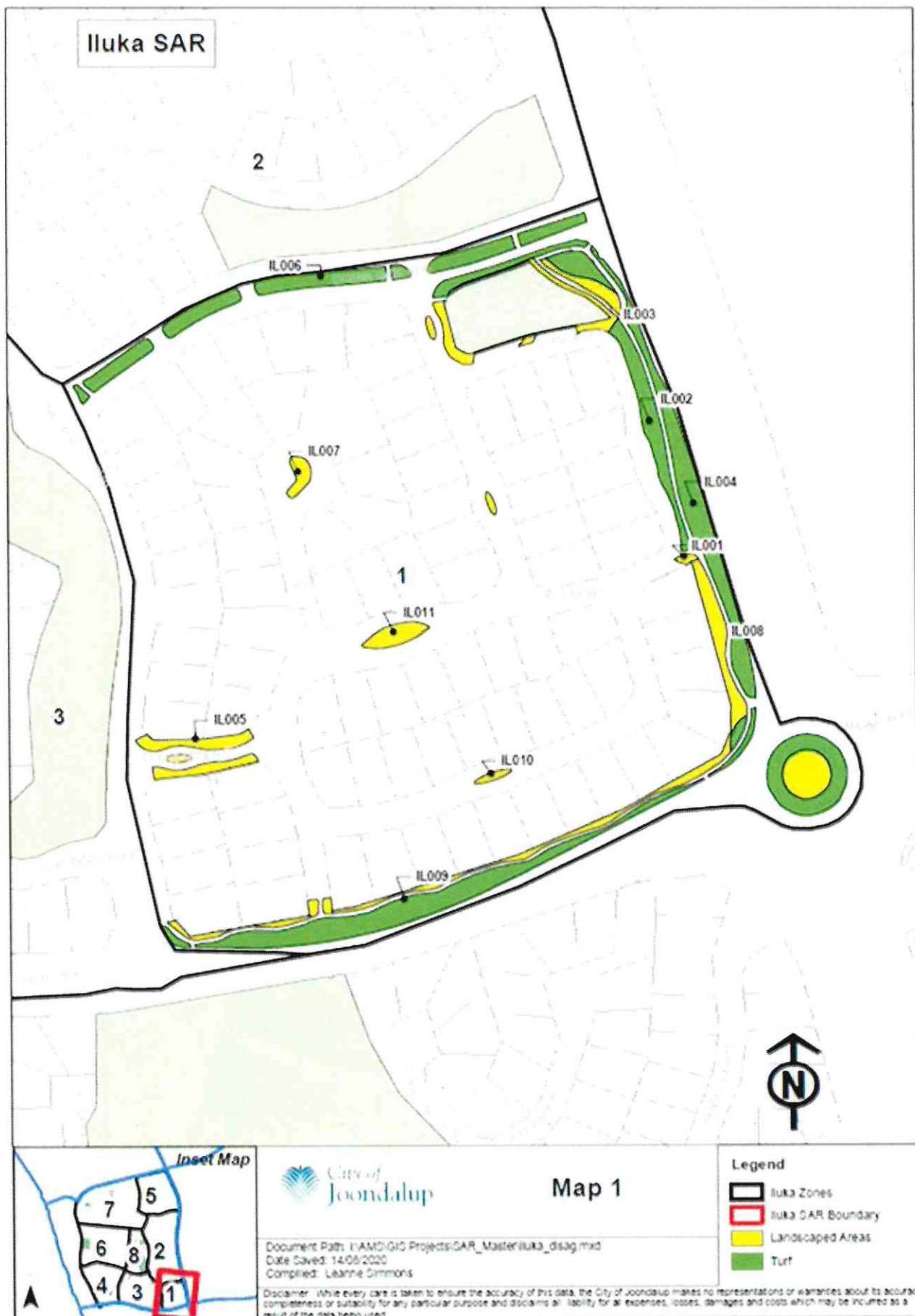
JAMES PEARSON
Chief Executive Officer
City of Joondalup

7/2/2025

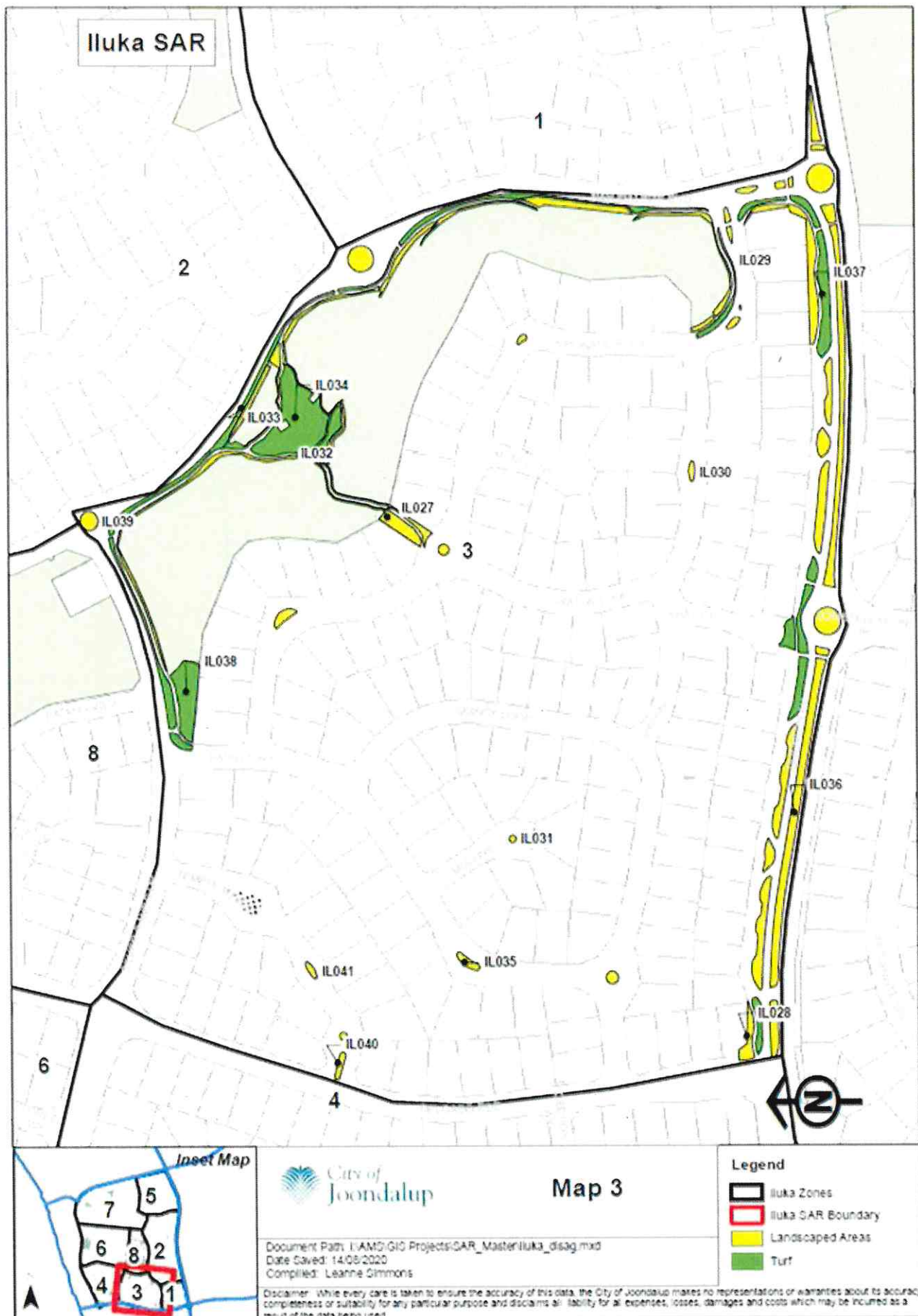
Date

ATTACHMENT A - MAPS OF ENHANCED MAINTENANCE AREAS 2025–26





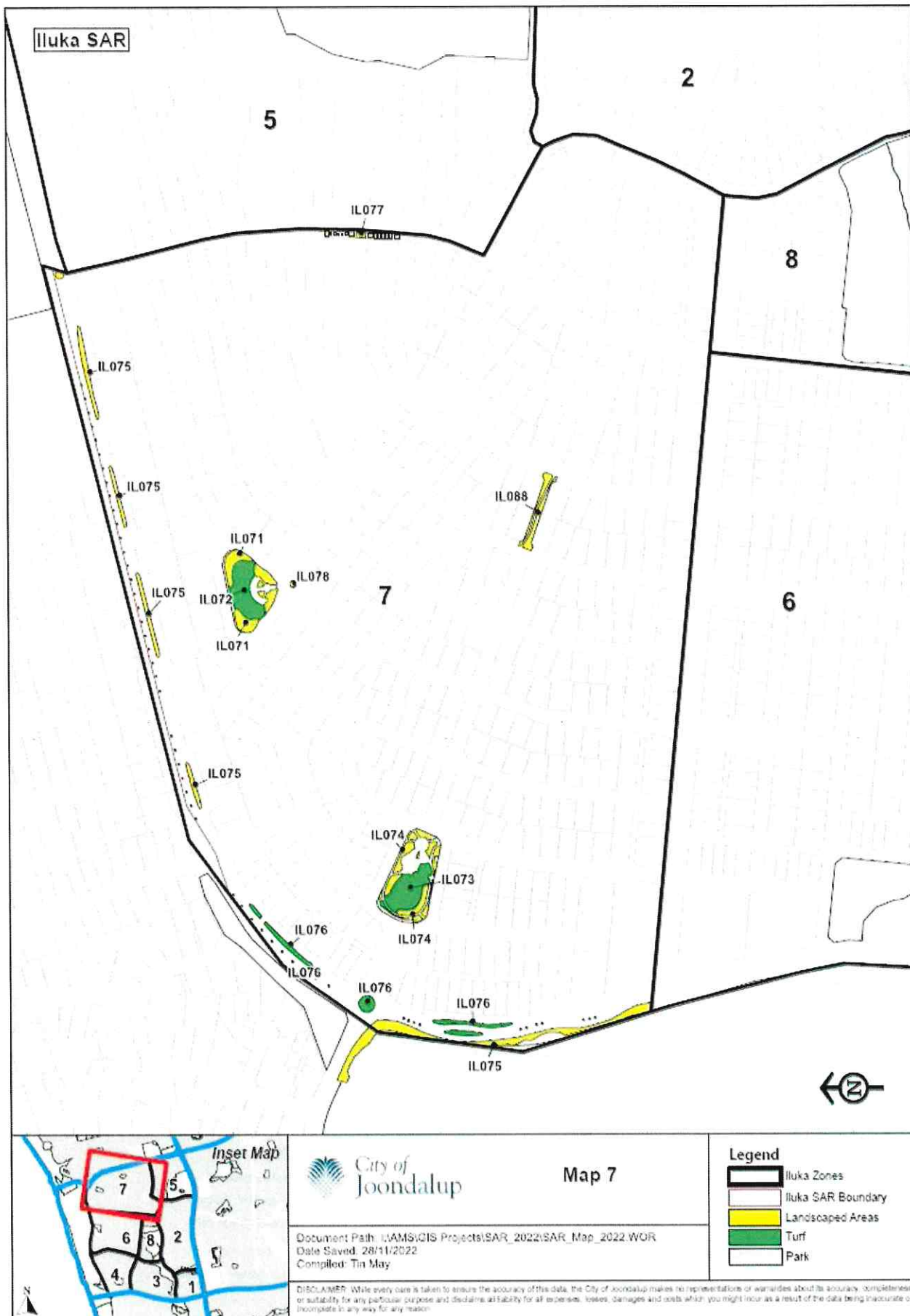














ATTACHMENT B – SERVICES AND COSTS PER ANNUM 2025-26

Services	Standard COJ Service Level	SAR Additional Service Enhancement	SAR Enhancement Standard	SAR Costs per Visit	SAR COST 2025-26
Mowing (including finishing)	11	26	37		
Collection and disposal of grass clippings	N/A	37	37		
Garden bed scheduled maintenance	12	40	52		
Landscape maintenance, weed control Sir James McCusker Park Natural Area	N/A	2	2		
Pathogen free mulch	40	360	400		
Pathogen mulch (install)	40	360	400		
Infill planting and landscape upgrades	N/A	1	1		
Turf soil, leaf tissues, parasite, moisture analysis and reporting	N/A (passive parks)	1	1		
Application of wetting agent	1	2	3		
Application of fertiliser	1	5	6		
Turf renovations	N/A (passive parks)	1	1		
* Sir James McCusker Upgrade – Annual Maintenance	N/A	1	1		
Total Cost					426,627

* Works negotiated and approved in accordance with the Specified Area Rate – Capital Infrastructure Guidelines

