



**CITY OF VINCENT**

# **AGENDA**

## **Ordinary Council Meeting 11 December 2018**

**Time: 6pm**  
**Location: Administration and Civic Centre**  
**244 Vincent Street, Leederville**

**David MacLennan**  
**Chief Executive Officer**





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**PROCEDURE FOR PUBLIC SPEAKING TIME**

The City of Vincent Local Law Relating to Meeting Procedures prescribes the procedure for persons to ask questions or make public statements relating to a matter affecting the City, either verbally or in writing, at a Council meeting.

Questions or statements made at an Ordinary Council meeting can relate to matters that affect the City. Questions or statements made at a Special Meeting of the Council must only relate to the purpose for which the meeting has been called.

1. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
2. Public speaking time will be strictly limited to three (3) minutes per member of the public.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Questions/statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a Council Member or City Employee.
6. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, he may ask the person speaking to promptly cease.
7. Questions/statements and any responses will be summarised and included in the Minutes of the Council meeting.
8. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
9. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the Local Government Act 1995 or the Freedom of Information (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

**RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS**

- All Ordinary and Special Council Meetings are electronically recorded except when the Council resolves to go behind closed doors;
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming.
- Ordinary Meetings of Council and Council Briefings are streamed live on the internet in accordance with the City's Policy – 4.2.4 - Council Meetings Recording and Web Streaming. It is another way the City is striving for transparency and accountability in what we do.
- The live stream can be accessed from <http://webcast.vincent.wa.gov.au/video.php>
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Manager Governance and Risk on 08 9273 6538.

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**1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY**

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging".

**2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE**

Cr Dan Loden on approved leave of absence from 04 December 2018 to 18 December 2018.

**3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS****(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****4 APPLICATIONS FOR LEAVE OF ABSENCE**

Cr Jonathon Hallett requested a leave of absence from 21 December 2018 to 18 January 2019 due to personal commitments.

**5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS****6 CONFIRMATION OF MINUTES**

Ordinary Meeting - 3 December 2018

**7 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)****8 DECLARATIONS OF INTEREST**

## 9 DEVELOPMENT SERVICES

### 9.1 NO. 16 (LOT: 13; D/P: 613) WELLMAN STREET, PERTH - AMENDMENT TO EXISTING APPROVAL FOR LIGHT INDUSTRY (MEAT PACKING FACILITY)

**TRIM Ref:** D18/166535

**Author:** Fiona Atkins, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Extract of Minutes of the Ordinary Meeting of Council 30 June 2015 [↓](#) 
3. Attachment 3 - Development Plans [↓](#) 
4. Attachment 4 - Determination Advice Notes [↓](#) 

#### RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application to amend the development approval (5.2014.638.1) granted on 30 June 2015 for an Industry – Light Use (Meat Packing Facility) at No. 16 (Lot: 13; D/P: 613) Wellman Street, Perth, subject to the following condition:

1. All conditions and advice notes continue to apply to this approval, with exception of Condition 10 which is deleted.

#### PURPOSE OF REPORT:

To consider an application to amend the existing development approval for a Light Industry (Meat Packing Facility) at No. 16 Wellman Street, Perth.

#### PROPOSAL:

The application proposes to amend the conditions of approval so as to extend the term of approval for an additional five years.

#### BACKGROUND:

<b>Landowner:</b>	Galaxy Group Pty Ltd
<b>Applicant:</b>	Raymond Dong
<b>Date of Application:</b>	16 August 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: District Centre R Code: N/A
<b>Built Form Area:</b>	Town Centre
<b>Existing Land Use:</b>	Light Industry (Meat Packing Facility)
<b>Proposed Use Class:</b>	Light Industry
<b>Lot Area:</b>	462m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is located on the eastern side of Wellman Street, which is characterised by other similar light industry uses on the same side of the road and the rear of residential properties (facing Brookman Street) on the western side. The location of the site is included as **Attachment 1**. Under the City's Local Planning Scheme No. 2 (LPS2), the subject site and those adjoining it are zoned District Centre, with the residential area to the west is zoned Residential R25.

At its meeting of 11 June 2013, Council resolved to grant a development approval for the subject site to operate as Light Industry (Meat Packing Facility), subject to a 12 month time-limitation. This time limit was applied to the approval as a cautionary measure as the City received numerous objections during the community consultation period. The time limit was intended to give the City a further opportunity to assess the impact of the use on the locality.

At its meeting of 30 June 2015, Council resolved to approve the use for a further three years after the date of issue of the approval letter, on the basis that it had not had a negative impact on the surrounding locality. The time limitation was imposed due to the potential for the Light Industry use to be a prohibited use within the District Centre zone under the (then) future LPS2. A copy of the approval including the approved development plans is included as **Attachment 2**.

The existing approval on the site lapsed on the 23 July 2018. Administration advised the business operator of this fact and on 16 August 2018, the City received an application to amend Condition 10 of the existing development approval, so as to extend the operating timeframe for the business.

#### DETAILS:

The use is operated by Westco Food Pty Ltd, and incorporates the processing, storage and packing of meat products. The work process is that a delivery truck from a supplier arrives with meat carcasses three to five times a week. The carcasses are then processed on site, which includes the cutting up and mincing of the meat products. The meat is then packaged and distributed, by delivery vans, directly to restaurants throughout the central Perth area.

The application seeks to amend the previous development approval issued by Council by amending Condition 10 which relates to the term of approval of the Light Industry (Meat Packing Facility) use, but does not propose to change the nature of the use in any way. As such, all remaining conditions (including hours of operation), included in **Attachment 2**, are proposed to remain unchanged.

The development plans and applicant's supporting letter are included as **Attachment 3**.

It should be noted that in terms of car parking the City's Policy No. 7.7.1 – Non Residential Parking Requirements requires the use to have two bays available on site, with four being provided. The proposal involves a surplus of four bays.

#### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Previously approved	Requires Discretion
Land Use			✓
Parking & Access	✓		
Bicycle Facilities	✓		
Hours of Operation		✓	

#### Detailed Assessment

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2	
"A" Use	Industry – Light (Meat Packing Facility)

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

**CONSULTATION/ADVERTISING:**

Community consultation for the proposal occurred for a period of 14 days from 12 October 2018 to 26 October 2018. Community consultation was undertaken by a means of 19 written notifications being sent to all adjoining landowners as shown in Attachment 1 and a notice in the local newspaper. At the conclusion of the community consultation period, no submissions had been received.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

**Delegation to Determine Applications:**

The matter is being referred to Council as the application proposes to amend an application previously determined by Council.

**RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Thriving Places

- *We are recognised as a City that supports local and small business."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The use includes the processing, packing and storage of meat products, and is considered an Industry – Light for the purposes of LPS2.

The subject site is zoned District Centre Zone under LPS2, which has the following objectives:

- *To provide a community focus point for people, services, employment and leisure that are highly accessible and do not expand into or adversely impact on adjoining residential areas.*
- *To encourage high quality, pedestrian friendly, street orientated development that responds to and enhances the key elements of each District Centre, and to develop area for public interaction.*



- *To ensure levels of activity, accessibility and diversity of uses and density is sufficient to sustain public transport and enable casual surveillance of public spaces.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, high density residential and tourist accommodation, to meet the diverse needs of the community.*
- *To provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the Centre.*
- *To encourage the retention and promotion of uses including but not limited to specialty shopping, restaurants, cafes and entertainment.*
- *To ensure that the City's District Centres are developed with due regard to State Planning Policy 4.2 – Activity Centres for Perth and Peel.*

The use contributes to the broad range of employment opportunities and retention of diverse uses and is complementary to the surrounding uses on Wellman Street, which include commercial and light industry uses including food packing and processing, shoe care products and other food industries. The use is consistent with the objectives of the District Centre zone.

Council must consider the compatibility of the use with its setting, which in this case, is the residential zoned land to the west. The following is relevant:

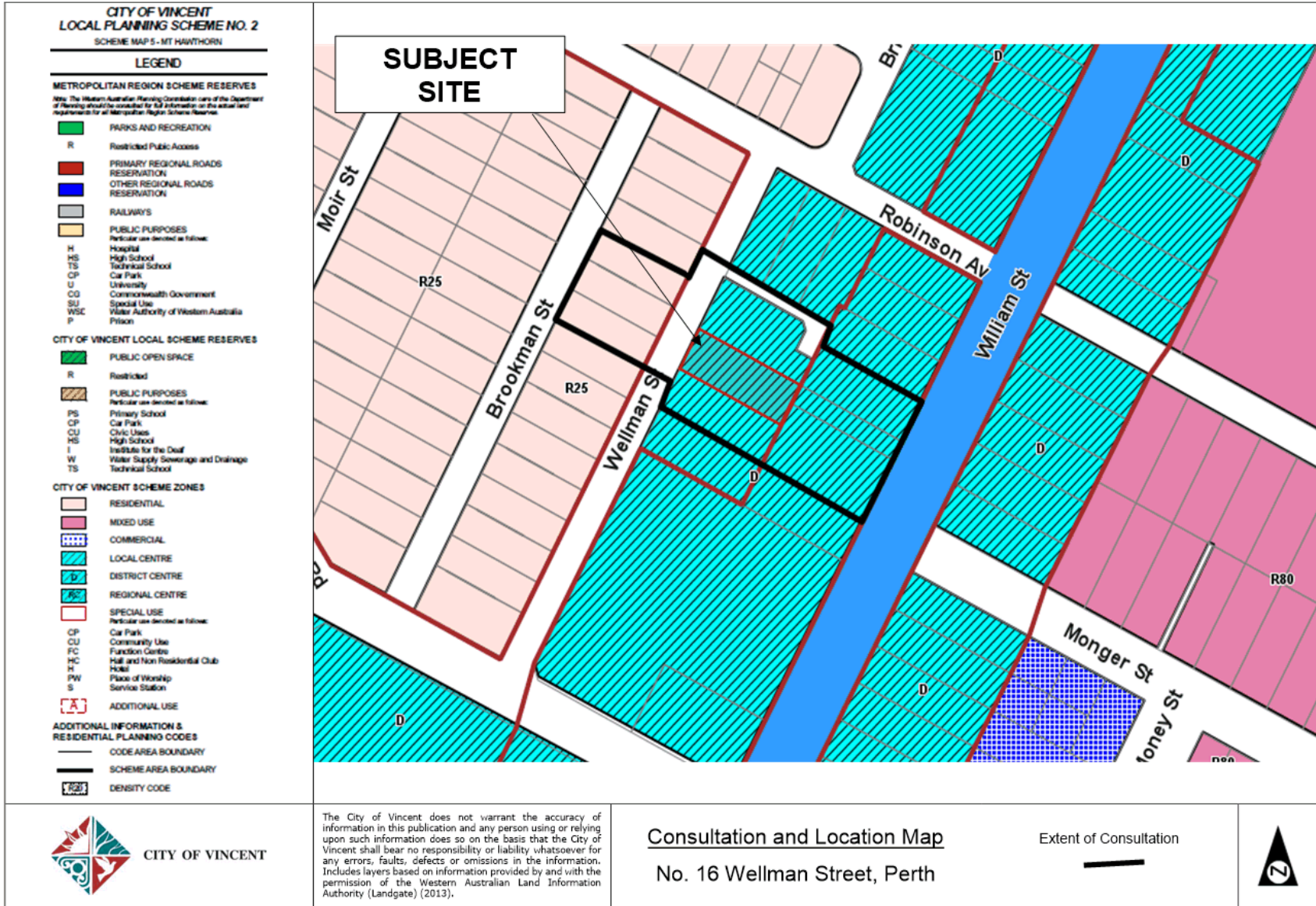
- Between June 2015 and February 2017, the City received complaints from surrounding residents in regards to noise and delivery trucks arriving outside of the hours of operation. No complaints have been received since February 2017, indicating that the business has rectified these matters and is operating within their conditions of development approval.
- The traffic is not considered to have a detrimental impact on the amenity of the area. Wellman Street is used only as a vehicle access point by the residential properties facing Brookman Street and as an access road for the other commercial and light industry businesses along Wellman Street.
- The use will continue to operate between the hours of 8:00am and 5:00pm Monday to Friday, which includes any truck movements to and from the site.
- The use contributes to the diverse uses within the zone, and contributes to passive surveillance of the residential properties backing on to Wellman Street.
- No objections were received from the nearby residential properties.

The use can be operated in a manner that mitigates any external impacts. A further time limitation is not necessary. It is open to Council to impose a time limitation on any approval.

#### Conclusion

The proposal requires Council to exercise its discretion in relation to the proposed use of the site. The continuation of the Industry – Light (Meat Packing Facility) use is appropriate and in accordance with the objectives of the District Centre zone of LPS2.

It is recommended that the application be approved.







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**9.1.2 No. 16 (Lot: 13 D/P: 613) Wellman Street, Perth – Proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective)**

<b>Ward:</b>	South	<b>Date:</b>	12 June 2015
<b>Precinct:</b>	Precinct 13 – Beaufort	<b>File Ref:</b>	PR26808; 5.2014.638.1
<b>Attachments:</b>	<a href="#">1</a> – Consultation Map <a href="#">2</a> – Development Application Plans <a href="#">3</a> – Applicant's Letter <a href="#">4</a> – Car Parking Assessment		
<b>Tabled Items:</b>	Nil		
<b>Reporting Officer:</b>	S Laming, Planning Officer (Statutory)		
<b>Responsible Officer:</b>	G Poezyn, Director Planning Services		

**OFFICER RECOMMENDATION:**

That Council, in accordance with the provision of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, **APPROVES** the application submitted by R Dong on behalf of the owner Galaxy Group Pty Ltd, for the proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective) at No. 16 (Lot: 13 D/P 613) Wellman Street, Perth as shown on plans stamp dated 13 November 2014, included as Attachment 2, subject to the following conditions:

**1. Active Street Front**

Windows, doors and adjacent areas fronting Wellman Street shall maintain an active and interactive relationship with the street;

**2. Gross Floor Areas**

The Gross Floor Areas shall be limited to a maximum of 560 square metres for the Light Industry component. Any increase in floor space or change of use for the subject land shall require Planning Approval to be applied to and obtained from the City;

**3. Hours of Operation**

3.1 The hours of operation shall be limited to 8.00am to 5.00pm Monday to Friday and closed on Saturdays, Sundays, and Public Holidays; and

3.2 Deliveries to the site are to occur during the permitted hours of operation only;

**4. Deliveries**

All deliveries involving meat to and from the site shall be:

4.1 loaded and unloaded within the warehouse and no delivery vehicles shall be permitted to park outside of the warehouse; and

4.2 the engines of the delivery vehicles shall be turned off while being loaded or unloaded;

**5. Lighting**

Any lighting used on the lot shall not spill into the adjoining residential area;



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6. **Sale Limitations**

No sale of goods directly from the warehouse is permitted;

7. **Landscaping**

Existing landscaping within the front setback area between the car bays and warehouse including trees and shrubs shall be maintained to the satisfaction of the City;

8. **Bollard**

The bollard required for the disabled shared access car bay shall only be lowered to allow for the delivery vehicle to access the warehouse for loading and unloading, and must be up at all other times; and

9. **External Fixtures**

All external fixtures shall not be visually obtrusive from Wellman Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like.

**ADVICE NOTES:**

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Building Permit application, being submitted to and approved by the City prior to the erection of the signage.

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**Moved** Cr Cole, **Seconded** Cr Topelberg

That the recommendation be adopted.

*Debate ensued.*

**AMENDMENT 1:**

**Moved** Cr Cole, **Seconded** Cr Topelberg

That a new Condition 10 be inserted as follows:

**“10. Approval Period**

This Planning Approval is for a time-limited term of three years from the date of issue of the letter of approval. The Approval will cease to be valid after the expiry of this term.”

**AMENDMENT 1 PUT AND CARRIED (6-1)**

**For:** Presiding Member Mayor Carey, Cr Cole, Cr Harley, Cr McDonald, Cr Topelberg and Cr Wilcox

**Against:** Cr Peart

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

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**AMENDMENT 2:**

**Moved Cr Topelberg, Seconded Cr Cole**

That a new Advice Note be inserted as follows:

2. The three year term of approval relates to the proposed use being an X use under proposed Town Planning Scheme 2.

**AMENDMENT 2 PUT AND CARRIED UNANIMOUSLY (7-0)**

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

**MOTION AS AMENDED PUT AND CARRIED UNANIMOUSLY (7-0)**

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

**COUNCIL DECISION ITEM 9.1.2**

That Council, in accordance with the provision of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, **APPROVES** the application submitted by R Dong on behalf of the owner Galaxy Group Pty Ltd, for the proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective) at No. 16 (Lot: 13 D/P 613) Wellman Street, Perth as shown on plans stamp dated 13 November 2014, included as Attachment 2, subject to the following conditions:

1. **Active Street Front**

Windows, doors and adjacent areas fronting Wellman Street shall maintain an active and interactive relationship with the street;

2. **Gross Floor Areas**

The Gross Floor Areas shall be limited to a maximum of 560 square metres for the Light Industry component. Any increase in floor space or change of use for the subject land shall require Planning Approval to be applied to and obtained from the City;

3. **Hours of Operation**

3.1 The hours of operation shall be limited to 8.00am to 5.00pm Monday to Friday and closed on Saturdays, Sundays, and Public Holidays; and

3.2 Deliveries to the site are to occur during the permitted hours of operation only;

4. **Deliveries**

All deliveries involving meat to and from the site shall be:

4.1 loaded and unloaded within the warehouse and no delivery vehicles shall be permitted to park outside of the warehouse; and

4.2 the engines of the delivery vehicles shall be turned off while being loaded or unloaded;

5. **Lighting**

Any lighting used on the lot shall not spill into the adjoining residential area;

6. **Sale Limitations**

No sale of goods directly from the warehouse is permitted;

7. **Landscaping**

Existing landscaping within the front setback area between the car bays and warehouse including trees and shrubs shall be maintained to the satisfaction of the City;

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8. **Bollard**

The bollard required for the disabled shared access car bay shall only be lowered to allow for the delivery vehicle to access the warehouse for loading and unloading, and must be up at all other times; and

9. **External Fixtures**

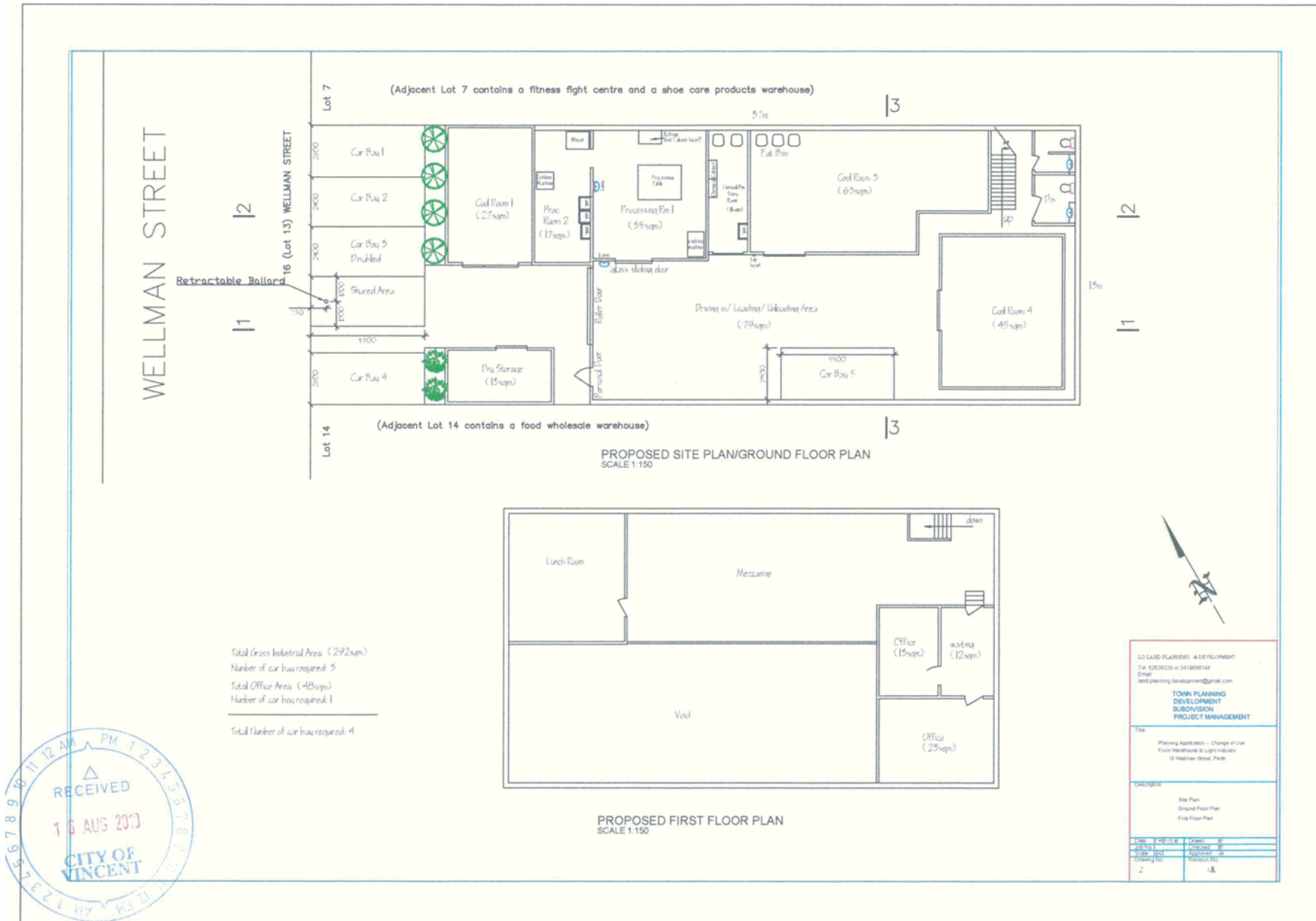
All external fixtures shall not be visually obtrusive from Wellman Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like.

10. **Approval Period**

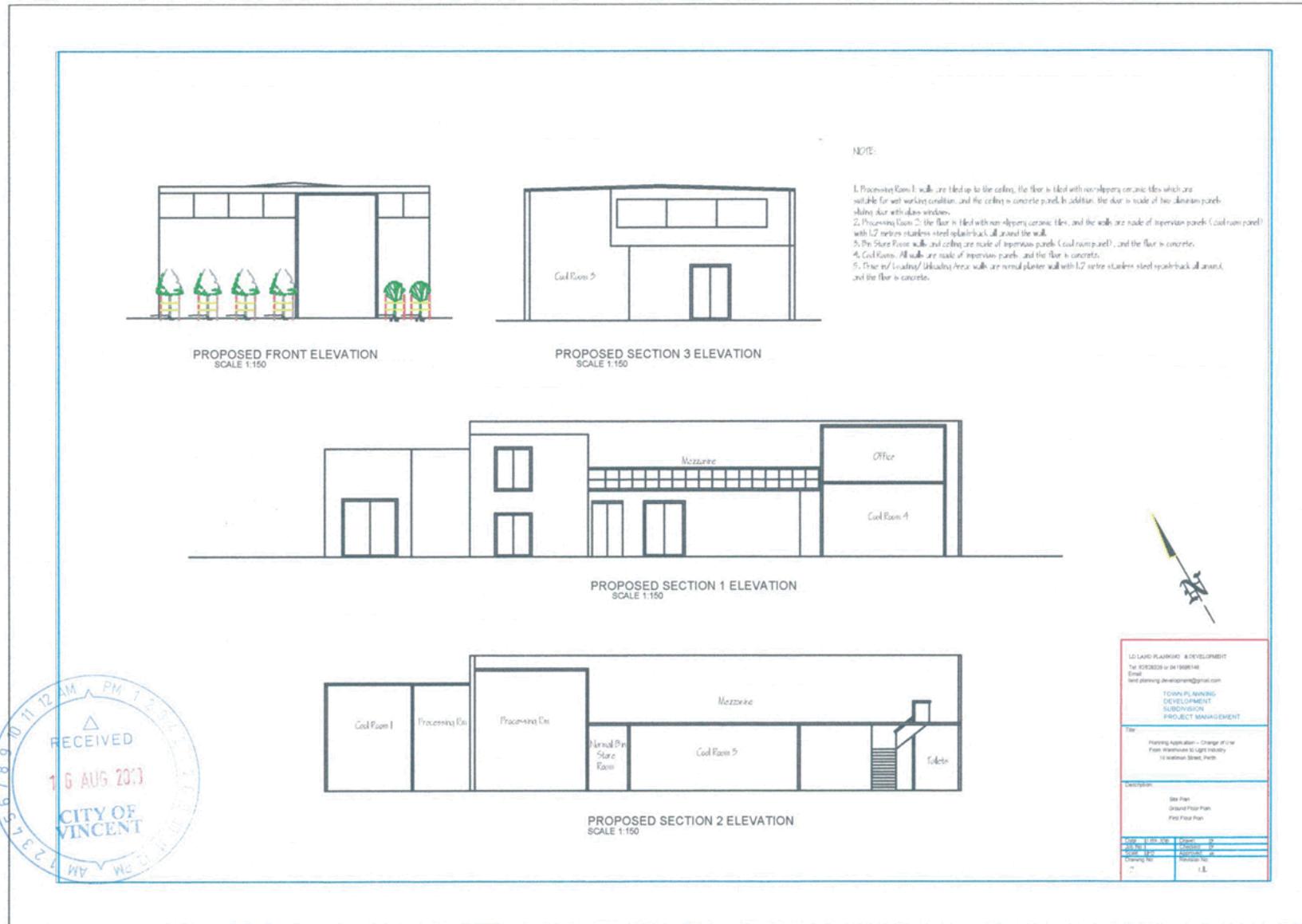
This Planning Approval is for a time-limited term of three years from the date of issue of the letter of approval. The Approval will cease to be valid after the expiry of this term.

**ADVICE NOTES:**

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Building Permit application, being submitted to and approved by the City prior to the erection of the signage.
  2. The three year term of approval relates to the proposed use being an 'X' (prohibited) use under proposed Town Planning Scheme 2.
-







**Determination Advice Notes:**

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and Building Permit application, being submitted and approved prior to the erection of the signage.
2. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
3. If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
4. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

**9.2 NO. 342 (LOT: 101; D/P: 43048) WILLIAM STREET, PERTH - PROPOSED CHANGE OF USE FROM SHOP TO RESTAURANT/CAFE**

**TRIM Ref:** D18/170571

**Author:** Fiona Atkins, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Parking Management Plan [↓](#) 
4. Attachment 4 - Summary of Submissions [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **APPROVES** a minor parking restriction amendment to convert the existing on-street adjacent to No. 342 (Lot: 101; D/P: 43048) William Street, Perth, from Loading Zone to 1/4P At All Times; and
2. in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for the proposed Change of Use from Shop to Restaurant/Café at No. 342 (Lot: 101; D/P: 43048) William Street, Perth, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**2.1 Use of Premises**

**2.1.1** The area shown as 'Restaurant/Café' on the approved plans shall be used in accordance with the definition of 'Restaurant/Café' as defined by the City's Local Planning Scheme No. 2; and

**2.1.2** The maximum of 63 people shall be on site at any one time;

**2.2 Car Parking and Access**

The Parking Management Plan approved as part of this application shall be implemented to the satisfaction of the City prior to the use or occupation of the development;

**2.3 Cash in Lieu**

A cash-in-lieu contribution of \$6,750 shall be paid to the City for the shortfall of 1.25 car bays, based on the cost of \$5,400 per bay as set out in the City's 2018/2019 Schedule of Fees and Charges. prior to the commencement of development or by entering into a written agreement to the City to pay the cash-in-lieu over an agreed period up to five years;

**2.4 Bicycle Facilities**

A cash-in-lieu contribution of \$800 shall be paid to the City for the shortfall of three bicycle bays;

**2.5 Signage**

Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application and all signage shall

be subject to a Building Permit application, being submitted and approved prior to the erection of the signage; and

## 2.6 General

Conditions that have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

### PURPOSE OF REPORT:

To consider an application for development approval for a change of use from a Shop to a Restaurant/Café at No. 342 William Street, Perth.

### PROPOSAL:

The application proposes the use of the subject tenancy as a dine-in and take-away restaurant, employing up to two staff members and accommodating up to 56 dine in customers at any one time, with five additional chairs to be provided for takeaway customers.

The proposed hours and days of operation are Tuesday to Sunday from 11:00am to 2:00pm and 5:00pm to 10:00pm.

### BACKGROUND:

<b>Landowner:</b>	Lon Tran and My Linh Lam
<b>Applicant:</b>	Lon Tran and My Linh Lam
<b>Date of Application:</b>	22 August 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: District Centre R Code: N/A
<b>Built Form Area:</b>	Town Centre
<b>Existing Land Use:</b>	Shop
<b>Proposed Use Class:</b>	Restaurant/Cafe
<b>Lot Area:</b>	248m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is located near the intersection of William Street and Newcastle Street and is currently vacant. The site accommodated no car or bicycle parking.

### DETAILS:

#### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment in the following section.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use	✓	
Car Parking		✓
Bicycle Facilities		✓

**Detailed Assessment**

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

<b>Car Parking</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>Policy No. 7.7.1 – Non-Residential Development Parking Requirements</b>  <u>Car bays</u> 9.45 car bays required based on 0.15 bays per person  <u>Bicycle Facilities</u> 1 short term bicycle bay required 2 long term bicycle bays required	The site accommodates no vehicle or bicycle parking and the proposal does not involve the provision of any such parking.

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

**CONSULTATION/ADVERTISING:**

The City's application was required to be advertised as the proposal does not meet the parking minimum parking requirements imposed by the City's Policy No. 7.7.1 – Non Residential Parking Requirements. This variation is required to be advertised to the surrounding land owners, as per the requirements of Policy No. 4.1.5 - Community Consultation. The application was advertised from 18 October 2018 to 31 October 2018, with the method of consultation being letters mailed to surrounding owners and occupiers, the extent of which is shown on **Attachment 1**.

A total of two submissions were received, both being objections to the proposal. The main concerns raised within the submissions are:

- that the proposal erodes the diversity of uses in the area;
- the impact that the lack of parking may have on the area;
- the pressure that the take-away component of the restaurant may have on parking, in terms of short term parking requirements, and the illegal parking that may be caused by this;
- whether the proposal includes alfresco seating, and that the applicant had not, at the time of advertising, provided a Parking Management Plan.

A summary of submissions and officer's comments can be found at **Attachment 4**.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.7.1 – Non-Residential Parking Requirements.

In accordance with Schedule 2 Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant will have the right to apply to the State Administrative Tribunal for a review of Council's determination.

**Delegation to Determine Applications:**

In accordance with the City's Delegated Authority Register approved at Ordinary Meeting of Council held on 26 June 2018, this application for development is being referred to Council as it proposes a parking bay shortfall greater than five bays.

**RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Thriving Places

- *We are recognised as a City that supports local and small business."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Car and Bicycle Parking

Car parking requirements for a restaurant/café are determined by Policy No. 7.7.1 – Non Residential Parking Requirements. Under the Policy, the proposed use requires the provision of 9.45 parking bays. As the proposal does not involve the provision of any bays, the applicant was required to submit a Parking Management Plan. The submitted Parking Management plan is included as **Attachment 3**. In considering the matter, the following is relevant:

- The subject site was granted development approval as a Shop in October 1985. Whilst it is not clear what specific parking concession was granted at the time, based on the current Policy requirements, the existing Shop would require the provision of 8.2 bays. The site accommodates a nominal credit of that number of bays, meaning that the current proposal represents a further variation of only 1.25 bays.
- On-street parking is available along William Street, subject to a 2 hour time limitation between 8:00am and 7:00pm, every day.
- There are approximately 25 existing bicycle bays in the surrounding area which can provide for standard short term bicycle parking in the area.
- As the subject site is located on William Street, with no rear access or room available on the site that is not occupied by the building, there is no opportunity to provide further parking bays on site.
- The applicant has indicated that they expect many customers to utilise public transport or walk to their premises. The subject site is located 700 metres from Perth train station, and the Blue Cat runs along Aberdeen Street with the closest stop approximately 240 metres from the subject site. Transperth bus numbers 16, 60, 64, 67, 68, 653 and 950 all run along Beaufort Street, with services running every 5 to 10 minutes during peak periods. The closest bus stop, located adjacent to Weld Square, is approximately 400 metres away from the subject site.
- Given the central location of the site, it is expected that at least some of the customers to the restaurant will also visit other sites in the local area, which would reduce the impact of the parking shortfall.
- A loading zone (with a 15 minute maximum time limit) is located directly in front of the subject tenancy, providing easy access to the site for delivery vehicles. It is open to Council to convert this bay to a 15 minute pick up and drop off bay, so as to maintain access for loading/unloading purposes but also providing opportunities for takeaway delivery drivers.
- Existing scooter and motor cycle parking (for up to approximately 10 vehicles) is provided in front of the Moon Café at No. 323 William Street, which is located in close proximity to the subject site and will be able to be used by delivery drivers.

In terms of the required bicycle facilities, there is inadequate space to accommodate any additional bicycle facilities directly adjacent to the restaurant. There is the ability to accommodate such facilities in close proximity to the subject tenancy, which will enable use by visitors to the restaurant. Council's Policy requires the provision of one short-term facility and two long-term facilities. A condition could be imposed to that effect, given the nature of the use, visitors and employees are not likely to visit the site for extended periods

of time. Long-term bays are unlikely to be utilised for that purpose. It is recommended that a condition be imposed to require the payment of cash-in-lieu for two short term facilities so as to provide short term alternative transport options. Whilst the facilities only accommodate short-term parking, the provision of two facilities would provide parking for up to four bicycles; which would provide a greater capacity than the standard Policy requirement.

The proposal is acceptable, subject to the imposition of relevant conditions.

#### Activation of the area

The immediate surrounding locality is characterised by a range of uses including shops and restaurants/cafes, including a wide range of Asian restaurants and grocery stores, which have created a precinct that attracts both tourists and locals to an area that is easily accessible by public transport and walking. The proposed use is considered to be consistent with both the character of the local area and the various objectives of the District Centre zone. The City's Place Management team has indicated that the subject area is currently experiencing issues with businesses closing down and that commercial uses that results in foot traffic and activity on the street should be encouraged.

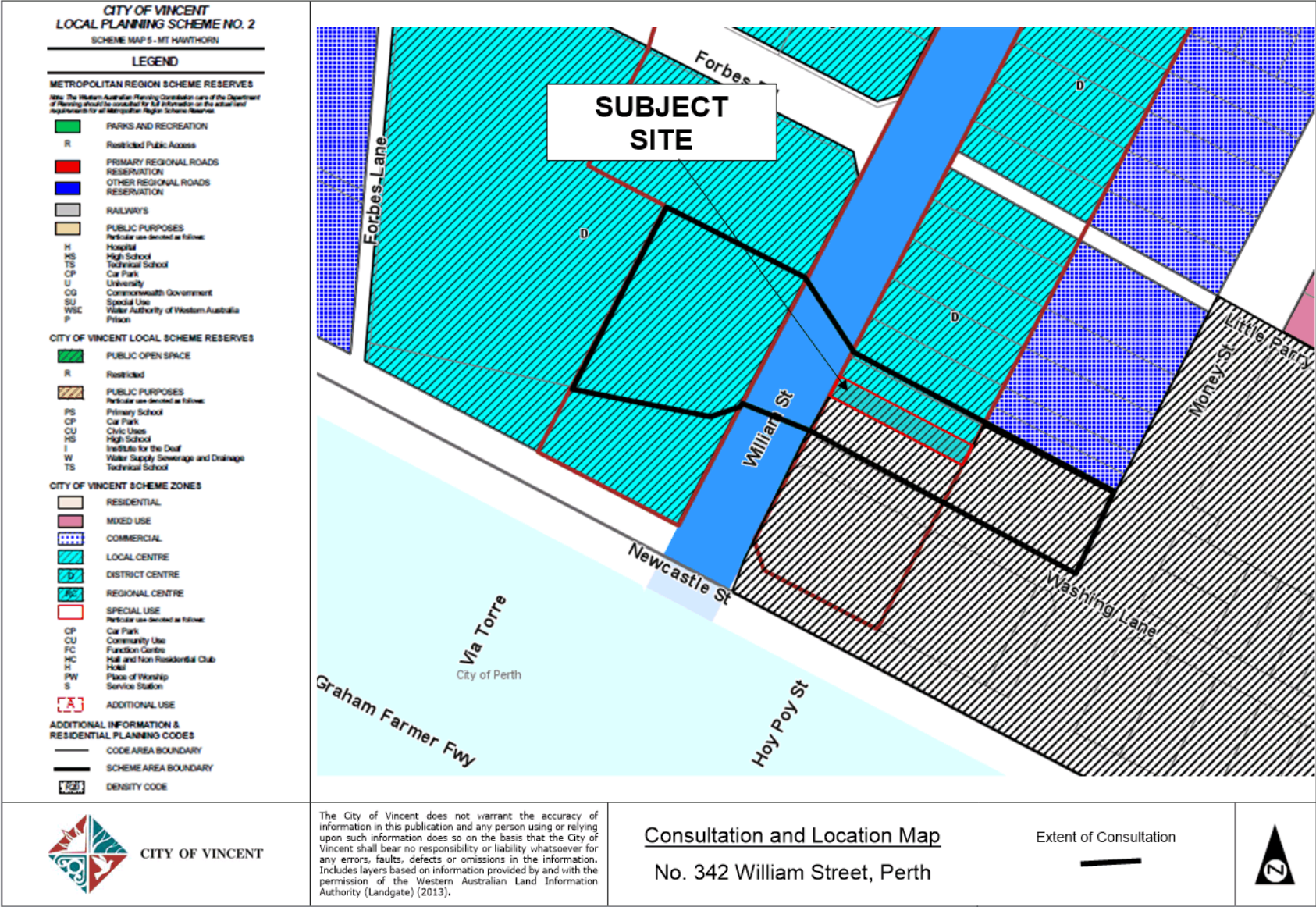
#### Conclusion

Council is required to exercise its discretion regarding this development application for a change of use to a restaurant/café in terms of the provision of car parking.

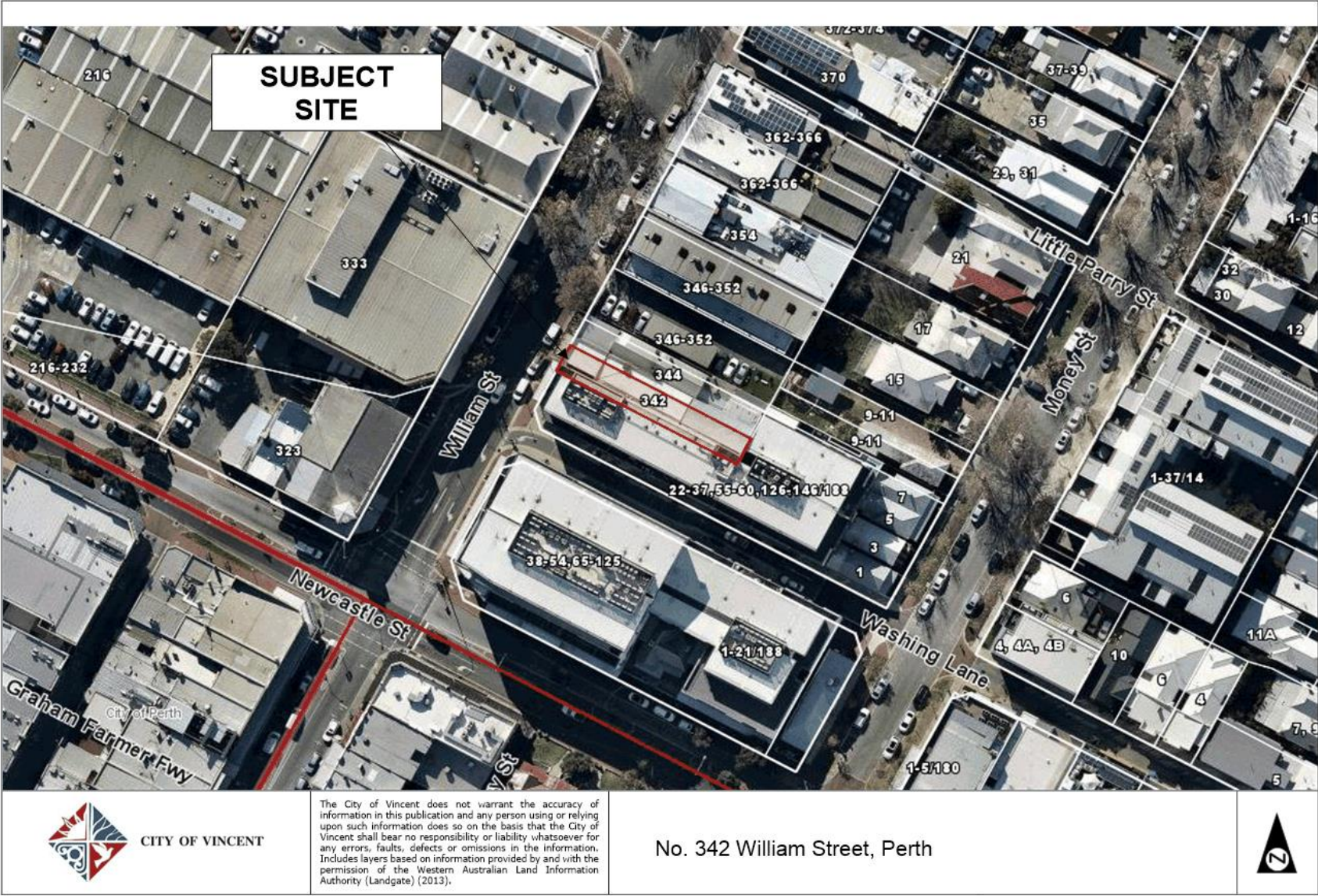
The proposed land use and associated car parking is appropriate for the subject site and would not have a negative impact on the amenity of the locality.

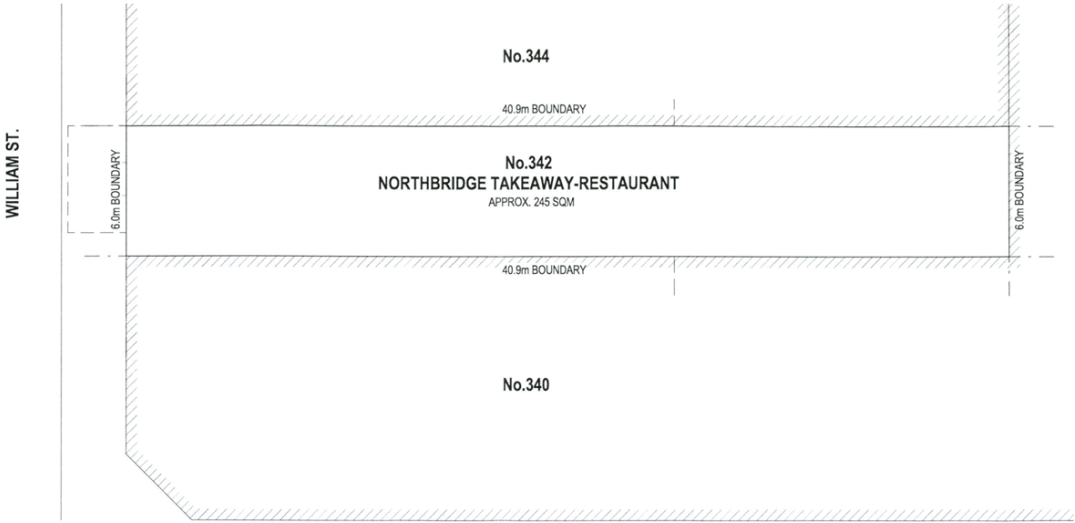
It is recommended that the application be approved.











SITE PLAN  
1 : 200

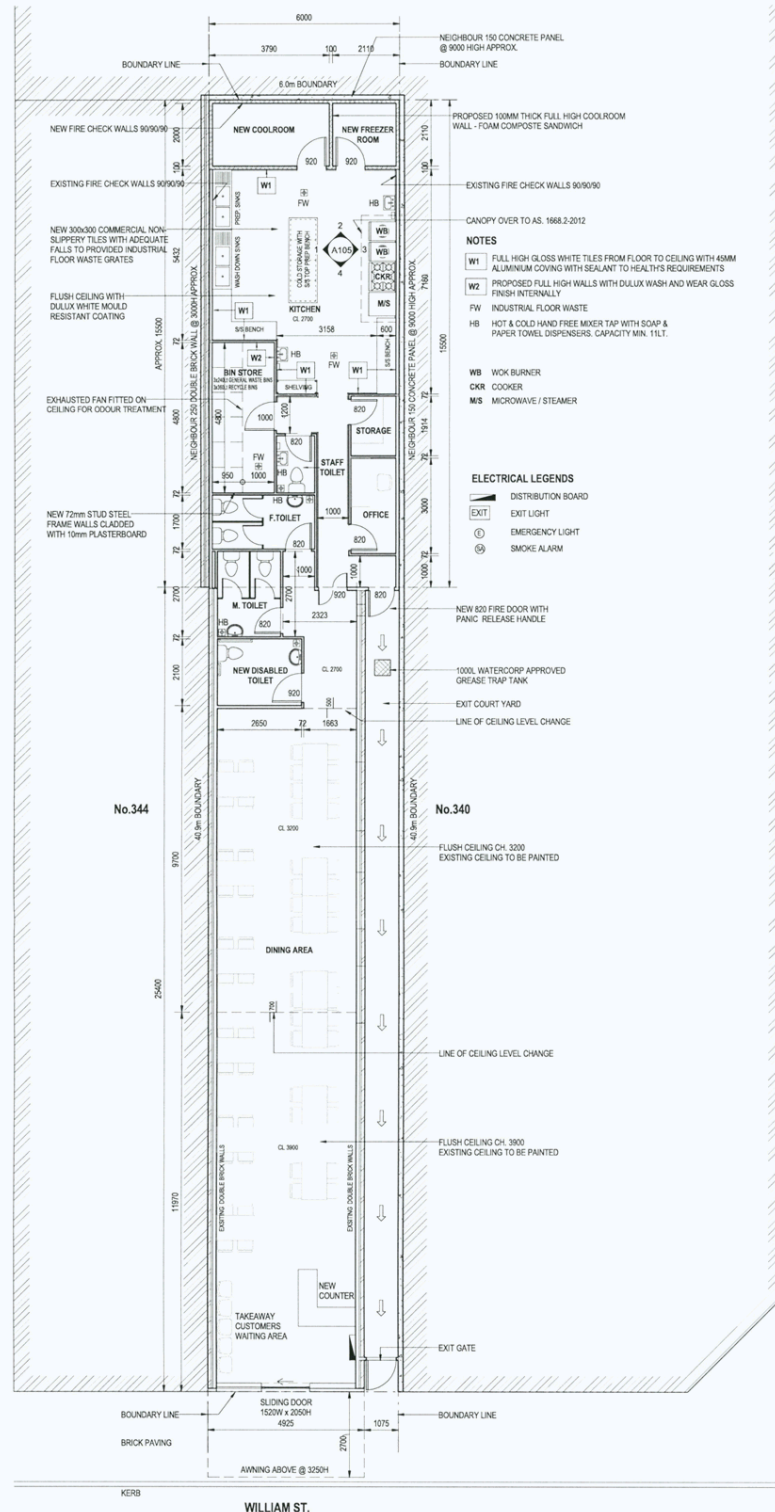


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Project	NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT	Project No.	02/18	Drawing Title	SITE PLAN		
Address	342 WILLIAM STREET, VINCENT	Status		Drawing No.	A101	Scale	1 : 200 @ A3 Size
				Date	11/08/2018 2:31:30 PM		





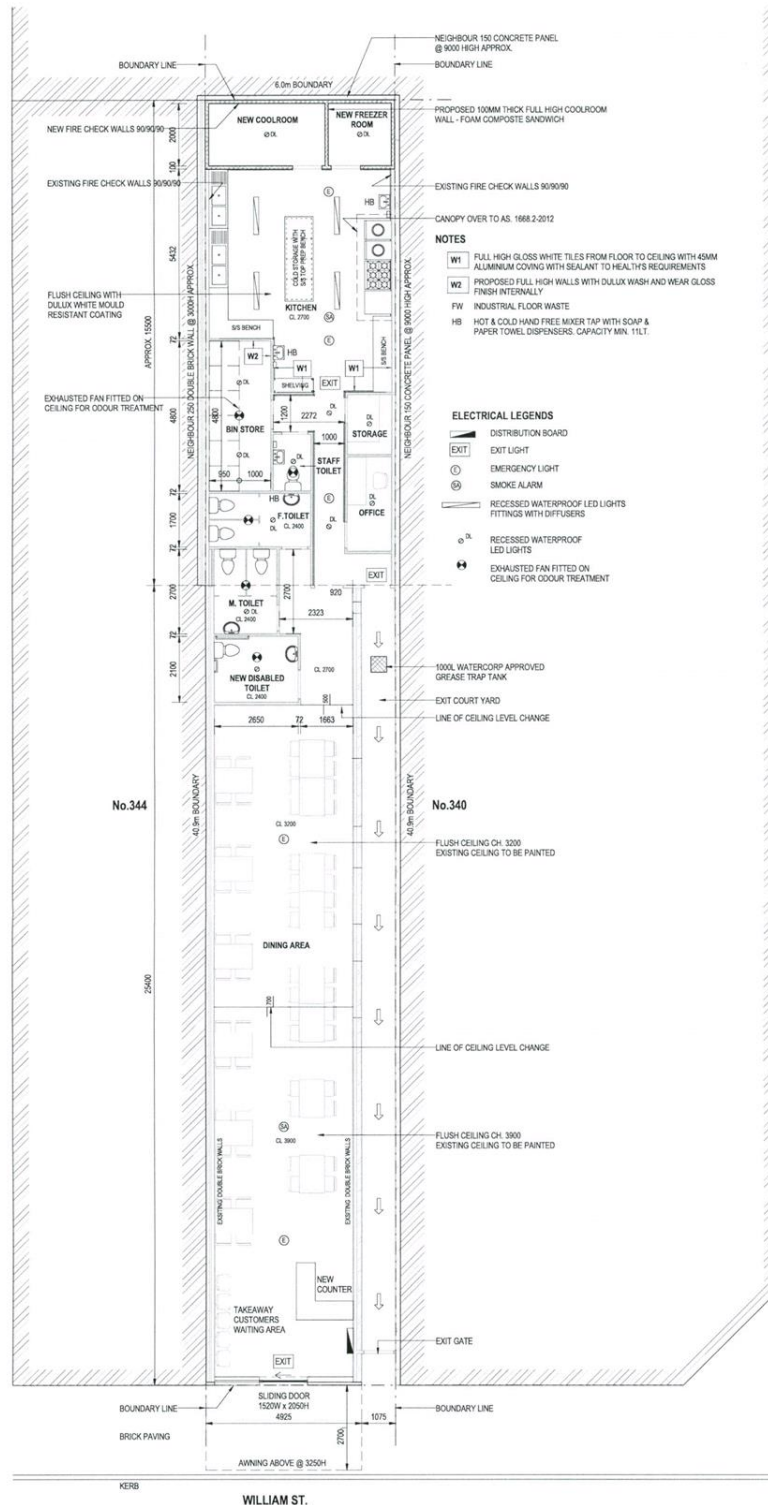
FLOOR PLAN  
1: 100



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Project NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT  
Address 342 WILLIAM STREET, VINCENT

Project No.	Drawing Title	FLOOR PLAN
Status	Drawing No. A102	Scale 1: 100 @ A2 Rev.



**CEILING PLAN**  
1:100

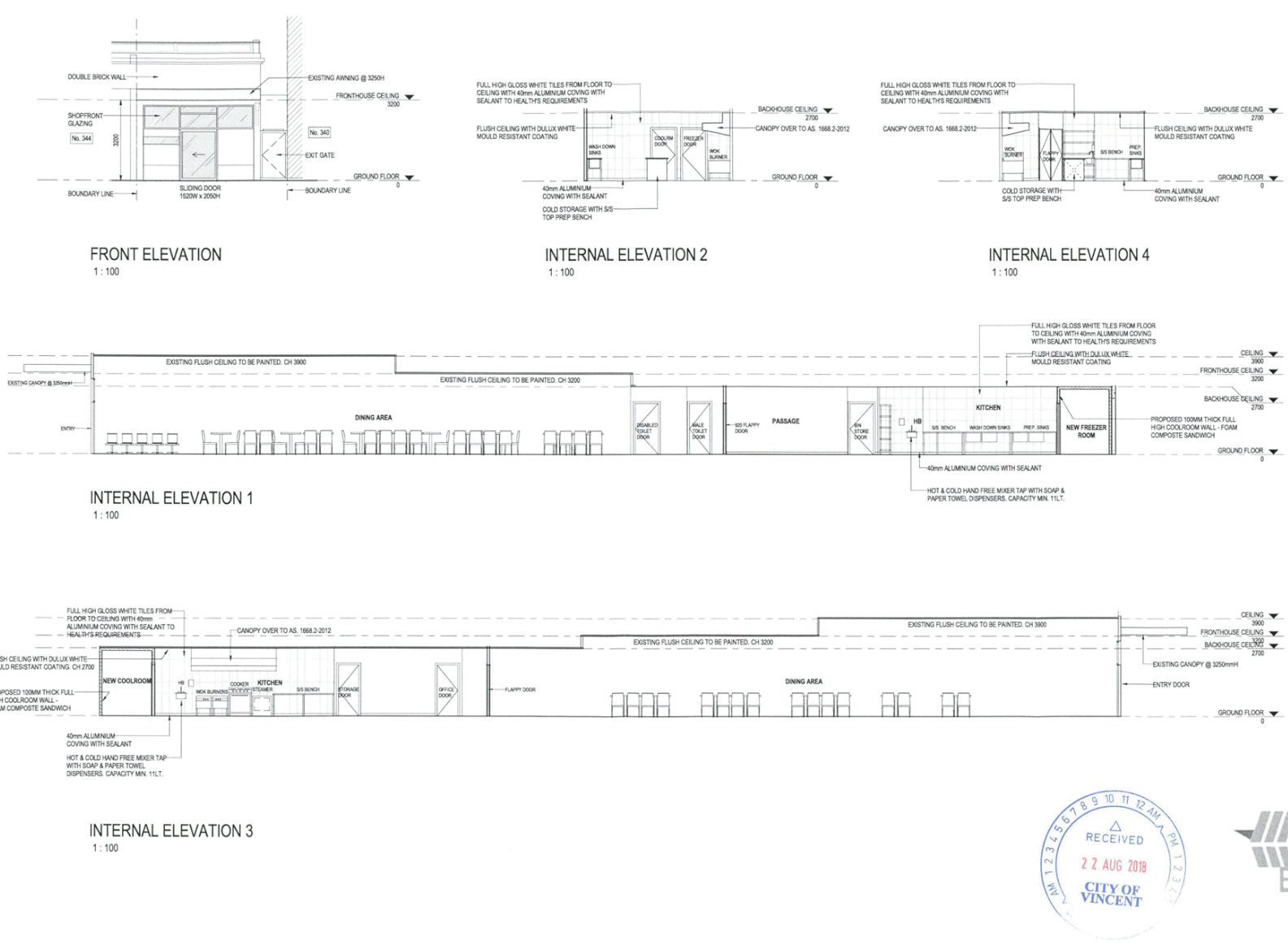


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Do not scale the drawings.

Project **NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT**  
Address **342 WILLIAM STREET, VINCENT**

Project No.  Drawing Title **CEILING PLAN**  
Status  Drawing No. **A103** Scale **1:100 @ A2** Rev.

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Project: NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT  
Address: 342 WILLIAM STREET, VINCENT

Project No.	Drawing Title	Drawing No.	Scale	Rev.
		A105	1:100 @ A2	

ELEVATIONS



## PARKING MANAGEMENT PLAN FRAMEWORK

Owner/Applicant Details	
Name:	Simon Pham
<p style="color: red; text-align: center;">Landowners Contact Details Concealed for Privacy</p>	

Property Details	
Lot Number:	101
Address:	342 William Street, Perth 6000

Parking Allocation	
Total Number Car Parking Spaces:	0
Total Number Short Term Bicycle Parking Spaces:	13 (in immediate surrounding area)
Total Number Long Term Bicycle Parking Spaces:	0
Total Number Other Bays:	0

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
Restaurant	Staff	-	0	0	0

	Customers	-	0	0	0
	Other	-	0	0	0

**Alternative Transport:**

<u>Transport Option</u>	<u>Type &amp; Level of Service</u>
<b>Public Transport</b>	
Train	Perth Station located 700 metres away (by foot), with access to Armadale/Thornlie Line, Fremantle Line and Midland line. Perth Underground Station located 800 metres away (by foot) with access to Joondalup Line and Mandurah Line.
Bus	Blue CAT bus stop. 12937 located 268 metres away, Blue CAT bus stop. 12938 located 366 metres away. Perth Busport Station located 800 metres away (by foot).
<b>Pedestrian</b>	
Paths	Footpaths directly in front of property and surrounds
Facilities	Traffic lights with pedestrian crossing
<b>Cycling</b>	
Paths	Footpath shared with pedestrians
Facilities	None
Secure Bicycle Parking	Short-term bicycle racks located around property
Lockers	None
Showers/Change Room	None

**Public Parking:**

	No. Marked Spaces	Location	Parking Restrictions
.On Street Parking	12	Along William Street and within walking distance	2 hour maximum, paid ticket required

Page 2 of 3

Off Street Parking	0	-	-



**Summary of Submissions:**

The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Objection:	Officer Technical Comment:
<p><u>Land Use</u></p> <ul style="list-style-type: none"> <li>The proposed use contributes to the erosion of diversity along William Street.</li> <li>Another food business will not contribute as much to the locality as a shop.</li> <li>Can the City confirm if alfresco seating will be used or proposed? Would the operator need to apply for a separate alfresco permit?</li> <li>Has alfresco customers been taken into consideration with the total number of patrons?</li> <li>Believe the ad-hoc approval of food businesses is depriving the area of the opportunity to thrive as a diverse and interesting city fringe location.</li> </ul>	<p>A Restaurant/Café is a permissible use on the subject site under the City's Local Planning Scheme No. 2. The City does not consider market forces as part of their planning assessment, and can only consider uses as per the planning scheme, strategies and policies.</p> <p>Alfresco seating has not been submitted as part of the planning application. If the applicant wished to have alfresco seating they would apply online to the City. As the City's Place team are actively encouraging alfresco dining within the town centres and major entertainment precincts, such as William Street, the City would consider an application for alfresco dining at this site. Parking is not considered when a restaurant applies for an alfresco license.</p>
<p><u>Car Parking</u></p> <ul style="list-style-type: none"> <li>The car parking shortfall is not able to be accommodated in the surrounding area, as the City's own data shows that parking availability is almost non-existent in this area, particularly during peak restaurant times.</li> <li>Even if the applicant is required to pay cash in lieu at the full rate, we are not aware of any plans that the City has for how this money would be spent in this area to alleviate parking pressure.</li> <li>The proposed take away component requires short term parking bays in the immediate vicinity for customers and presumably delivery drivers. This is not addressed in the proposal and there are not short term bays located in close proximity.</li> <li>Customers and business owners using our driveway as a parking bay is a significant issue already, and could be exacerbated by this business with no parking bays.</li> <li>The use of our private car park by patrons of the restaurant is of significant concern. Customer access for our tenants is provided on site, and it is not fair that our tenants should have to monitor car parking access by patrons of other businesses. This can only be exacerbated by the proposal.</li> <li>If alfresco seating is proposed, would this impact upon the parking requirements.</li> <li>The applicant has not submitted any justification or management plan for parking and access. This is likely because there is no reasonable plan to alleviate the parking shortfall.</li> </ul>	<p>The site is located in a highly central location, close to buses and Perth train station and within close proximity to walkable residential areas. These factors will be considered by the City's Councillors when determining the requirement for cash in lieu parking.</p> <p>The City's Rangers are able to assist with complaints regarding illegal parking, including the customers of other businesses parking on public property.</p> <p>Alfresco seating is applied for through a separate application process, and as no alfresco seating has been applied for at this stage, it has not been included in the assessment.</p> <p>The applicant has included a parking management plan, after the advertising process was completed. This has been included as an attachment to the Council Report, for the Elected Member's consideration.</p>

Note: Submissions are considered and assessed by issue rather than by individual submitter.

**Determination Advice Notes:**

1. A 'restaurant/café' means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licensed under the Liquor Control Act 1988.
2. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and Building Permit application, being submitted and approved prior to the erection of the signage.
3. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
4. If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.
5. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

9.3	NO. 47 (LOT: 502; D/P: 50409) JUGAN STREET, MOUNT HAWTHORN - S.31 RECONSIDERATION - PROPOSED FIVE GROUPED DWELLINGS
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TRIM Ref: D18/165733

Author: Fiona Atkins, Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: North

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Extract of Minutes of the Ordinary Meeting of Council 24 July 2018 and Refused Development Plans [↓](#) 
3. Attachment 3 - Current (amended) Development Plans [↓](#) 
4. Attachment 4 - Acoustic Report [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

#### RECOMMENDATION:

That the Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, SETS ASIDE its decision of 24 July 2018 and APPROVES the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, in accordance with plans provided in Attachment 3, subject to the following conditions, with the associated determination advice notes in Attachment 5:

#### 1. Boundary Walls

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall in a good and clean condition prior to occupation or use of the development. The finish of the wall is to be fully rendered or face brickwork to the satisfaction of the City;

#### 2. External Fixtures

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and surrounding properties to the satisfaction of the City;

#### 3. Construction Management Plan

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

#### 4. Stormwater

All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

#### 5. Schedule of External Finishes

Prior to the commencement of development, a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City. The development shall be finished in accordance with the approved schedule prior to the use or occupation of the development;

**6. Verge Tree**

No verge trees shall be removed without prior written approval from the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City;

**7. Clothes Drying Facility**

All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 3.1: Residential Design Codes prior to the use or occupation of the development and shall be completed to the satisfaction of the City;

**8. Landscape and Reticulation Plan**

**8.1** A detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated;
- The provision of a minimum 30 percent canopy cover at maturity; and
- The provision of three new street trees along the verges of Jugan and Leeder Streets at the full cost of the applicant; and

**8.2** All works shown in the plans as identified in condition 8.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**9. Car Parking and Access**

**9.1** The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to occupancy or use of the development;

**9.2** Vehicle and pedestrian access points are required to match into existing footpath levels; and

**9.3** All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;

**10. Acoustic Report**

All recommended measures in the Acoustic Report submitted as part of this development application shall be undertaken in accordance with the report to the City's satisfaction, prior to the occupation or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**11. Street Walls and Fence**

The infill panels of the front fencing shall be 75 per cent visually permeable, in accordance with the requirements of the Residential Design Codes; and

**12. General**

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

**PURPOSE OF REPORT:**

To reconsider an application for development approval for five grouped dwellings at No. 47 Jugan Street Mount Hawthorn (subject site) at the invitation of the State Administrative Tribunal (SAT).

**PROPOSAL:**

The application proposes the development of five, two-storey grouped dwellings facing Leeder Street. The vehicle access/egress for the grouped dwellings will be via a shared common driveway along the rear of the subject site accessible from Jugan Street. The plans can be viewed in **Attachment 3**.

**BACKGROUND:**

<b>Landowner:</b>	Lucia Anna Stott
<b>Applicant:</b>	New Country Dev Pty Ltd
<b>Date of Application:</b>	4 April 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R100
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House
<b>Proposed Use Class:</b>	Grouped Dwellings (5)
<b>Lot Area:</b>	891m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is a corner lot, located at the intersection of Jugan Street and Leeder Street, which terminates at a cul-de-sac. The site abuts a single storey dwelling to the north, and a church is located across Leeder Street to the south. The church is the only other development on Leeder Street. The subject site abuts vacant land to the west which is privately owned, zoned R100 and has no previous or current development applications or approvals. The subject site and the neighbouring sites along Jugan Street are zoned R100, however the sites along the opposite side of Jugan Street are zoned R60. The site and surrounding area are characterised by a mix of single and grouped dwellings developments ranging from one to three storeys in height. A location plan is included as **Attachment 1**.

At its Ordinary Council Meeting on 24 July 2018, Council resolved to refuse the development application for five grouped dwellings at the subject site as it was considered to lack the provision of visitor bays, had inadequate space for outdoor living areas and had insufficient provision of stores.

The previous determination and plans are included as **Attachment 2**.

Following Council's refusal, the applicant submitted an application for review with the State Administrative Tribunal (SAT). Administration attended a Mediation Session on 5 October 2018, where the City accepted reconsideration of the application, subject to amended plans being provided that addressed Council's reasons for refusal.

Following mediation, the applicant submitted amended plans for reconsideration, which are included as **Attachment 3**. The main changes from the original plans are summarised as follows:

1. The size of the outdoor living areas for each dwelling have been increased so as to be compliant with the area requirements of the R Codes.
2. The storerooms for units 2, 3 and 4 have been relocated to the balcony, and now satisfy the deemed to comply requirements in terms of size. It should be noted that the store for units 1 and 5 remain in the garages and are also compliant.
3. Changes to the colours and materials used in this design, as follows:
  - Timber detailing has been included within the gables of the dwellings.
  - The infill panels for the front fencing have been changed to be vertical panels to match the vertical battens in the gables.
  - The balustrading for the balconies have been changed to vertical infill to match the front fence and battens within the gables of the dwelling.

- Parts of the balcony have remained red brickwork rather than having all glass panels, resulting in the use of a variety of materials, and assisting in providing an element of privacy for the occupants of the dwellings.
- The provision of exposed eaves to the dwellings to enhance the character of the dwelling and provide visual interest.
- Parts of the grey render on the upper floor have been changed to white render.
- The white cladding on the upper floor has been changed to a light grey colour.

Council is now required to reconsider the proposal pursuant to Section 31 of the *State Administrative Tribunal Act 2004*.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2), the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use	✓	
Density/Plot Ratio	✓	
Street Setback	✓	
Front Fence	✓	
Building Setbacks/Boundary Wall		✓
Building Height/Storeys	✓	
Roof Form	✓	
Open Space	✓	
Outdoor Living Areas		✓
Landscaping	✓	
Privacy	✓	
Parking & Access		✓
Solar Access	✓	
Site Works/Retaining Walls	✓	
Essential Facilities	✓	
External Fixtures	✓	
Surveillance	✓	
Outbuildings	✓	

### Detailed Assessment

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Lot Boundary Setbacks and Walls Built on Boundary	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.3 of Built Form Policy and 5.1.3 of the R Codes</b>  <u>West</u>  Unit 5: <u>Upper Floor</u> <i>Whole wall</i> Setback Required = 2.2m  <u>Ground floor</u> <i>Kitchen to living room wall</i>	<u>West</u>  Unit 5: <u>Upper Floor</u> <i>Whole wall</i> Setback Provided = 1.3m – 1.7m  <u>Ground floor</u> <i>Kitchen to living room wall</i>

Setback Required = 1.5m	Setback Provided = 1.017m – 1.5m
Outdoor Living Areas	
Deemed-to-Comply Standard	Proposal
<p><b>Clause 5.3.1 Outdoor Living Areas of the R Codes</b></p> <p>In accordance with Table 1 of the R Codes, each of the five grouped dwelling is required to have a 16 metre squared outdoor living area that must be:</p> <ul style="list-style-type: none"> <li>• Behind the street setback area;</li> <li>• Directly accessible from a habitable room of the dwelling;</li> <li>• Minimum length and width dimensions of 4m;</li> <li>• To have at least two-thirds of the required area without permanent roof cover.</li> </ul>	<p><u>Unit 1: Balcony</u> Minimum dimension: 1.2m</p> <p><u>Unit 1: Courtyard</u> Located within the street setback area.</p> <p><u>Unit 2: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 3: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 4: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 5: Balcony</u> Area without permanent roof cover: Nil</p>
Parking and Access	
Deemed-to-Comply Standard	Proposal
<p><b>Clause 5.3.3 Parking of the R Codes</b></p> <p>1 visitor car bay provided on site provided by common access.</p>	<p>No shared visitor car bay provided on site.</p>

The above elements of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

#### CONSULTATION/ADVERTISING:

The proposal submitted for the reconsideration did not require additional community consultation as the development plans have not significantly changed from those previously considered by Council, and do not involve further departures from the deemed to comply requirements of the R Codes and Built Form Policy.

#### Design Review Panel (DRP):

Referred to DRP: Yes

The original application was referred to the DRP for comments on the 27 April 2018. The comments received are summarised as follows:

- Consider more articulation between the dwellings so that they look more like individual dwellings.
- Consider tandem parking to reduce the bulk of garages, potentially from two crossovers at Leeder Street. This would allow for north facing outdoor living areas and allow the dwellings to have better frontage to the primary street.
- Consider bringing the brickwork to the ground to emphasise the townhouse look. The gable end design elements could be further developed and emphasised to provide rhythm and provide a sense of individual identity for each of the townhouses.
- Unit 1 is a prominent unit on the corner. It needs to be carefully considered, perhaps with its own design elements to depart from the repetition of the adjacent units.
- Fencing is continuous and repetitive. Consider how the fence could be more informed and altered by redesign of the proposal; potentially reduced in height and made more visually permeable.
- Concerns regarding the lack of response to the north facing aspect and Jugan Street, including an unattractive facade to the driveway.
- Reconsider the orientation of the outdoor living areas to face north. The dimensions of the outdoor living areas need to be revised and compliant with the requirements of the R Codes. Consider flipping the design to provide private, rear courtyards.

- The site does not allow for the planting of mature trees to achieve canopy cover. Increase canopy cover to enhance the amenity of residents. Consider using native tree and shrub species to enhance local biodiversity.

Subsequently, the applicant lodged amended plans on 29 May 2018 to address the above comments. On 25 June 2018, the applicant submitted further plans detailing amendments to the materials and landscaping. It was the later plans that were refused by Council on 24 July 2018.

The plans submitted for reconsideration were referred to the Chair of the DRP for comments. In respect of the impact on the streetscape, the Chair commented that whilst the built form and scale of the corner unit is poorly resolved, he is supportive of the simplicity of the building materials, brick render and the corrugated roof used in the development.

#### **LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

The applicant has exercised their right to have Council's initial decision to refuse the application reviewed by the SAT in accordance with Part 14 of the *Planning and Development Act 2005*. The SAT has invited Council to reconsider the application based on a revised proposal. In accordance with Section 31 of the *State Administrative Tribunal Act 2004*, Council in reconsidering the proposal may:

1. Affirm its decision;
2. Vary its decision;
3. Set aside the decision and substitute a new decision.

Should Council approve the application, the applicant may withdraw the appeal or alternatively, continue with the application for review in relation to one or more of the conditions imposed. If Council refuses the application, the applicant may request that the matter be determined by the SAT at a full hearing.

#### **Delegation to Determine Applications:**

The matter is being referred to Council as the proposal relates to a matter previously determined by Council, and as the development incorporates five grouped dwellings.

#### **RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

##### "Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.



**FINANCIAL/BUDGET IMPLICATIONS:**

Should the matter proceed to a full SAT hearing, the City may need to engage a consultant to assist. Such engagement would incur a cost for the City.

**COMMENTS:**

The applicant has submitted amended plans to address the reasons for refusal. Some aspects of the proposal comply with applicable standards. The proposal maintains some departures to the requirements of the R Codes and Built Form Policy.

Lot Boundary Setbacks

The ground floor is set back 1.017 metres to 1.5 metres in lieu of the required 1.5 metres, and the portions of the upper floor are set back 1.3 metres to 1.7 metres in lieu of 2.2 metres.

In considering this matter, the following is relevant:

- The setback variation for the ground floor is relatively minor, and would be mitigated by the provision of a standard 1.8 metre residential dividing fence.
- The setback variation for the upper floor would not inhibit natural light and ventilation from reaching the neighbouring site, and would not present undue bulk to the adjoining property, which is currently vacant land adjacent to the Mitchell Freeway.
- The upper floor has no major openings facing towards the western boundary and would not result in a loss of privacy.
- No objections to the setback variation were received from the owners of the abutting property.

Based on the above, the setback variations are considered acceptable.

Outdoor Living Areas

One of the outdoor living areas for unit 1 involves a dimension less than 4 metres (balcony) and the other is located within the street setback area (courtyard). In considering these matters, the following is relevant:

- Unit 1 is provided is provided with both a balcony and a ground level courtyard. The combined area of those two spaces is 39.3 metres squared, well above the deemed to comply requirement.
- Both spaces are capable of use in conjunction with habitable rooms.
- Both spaces have a northern exposure and access to winter sun.

The outdoor living areas for units 2 to 5 have no portion that is uncovered, in lieu of the required minimum two-thirds of outdoor living area required to be uncovered. In considering this matter, the following is relevant:

- The outdoor living areas are directly accessed from habitable rooms of the dwelling.
- The open nature of the balconies and their north facing aspect means that they will be open to winter sun and ventilation.
- The balconies being raised above the natural ground level allows them to optimise the full extent of the northern aspect of the site.

The proposed outdoor living areas meet the Design Principles and are acceptable.

Parking and Access

The proposal does not comply with the requirements of the R Codes for visitor parking, as no shared visitor parking is provided in lieu of the one bay required. In considering this matter, the following is relevant:

- Due to the site's proximity to Glendalough train station, the proposed development falls into Location A under the R Codes, with each dwelling requiring only one car bay. As each dwelling is provided with two car bays, the site is provided with 10 resident bays in excess of the 5 required. This is considered to assist in alleviating any pressure placed on the surrounding area through the lack of an on-site visitor bay.

- The subject site is located approximately 450 metres away from Glendalough train station and 600 metres away from the bus stop at Anzac Road before Powis Street, which is serviced by a bus every 8 to 10 minutes in peak hour. The subject site is well serviced by public transport which would assist in mitigating the lack of a shared visitor bay.
- Leeder Street provides no access to the bike path located adjacent to Mitchell Freeway. Access is provided from the south end of Jugan Street, approximately 150 metres from the subject site.
- There are a number of car parking bays constructed within the Leeder Street verge.
- Given the low volumes of traffic, Leeder Street is able to accommodate on-street parking, particularly given the only other development in the cul-de-sac is a church.

The lack of a shared visitor parking bay would not impact on the locality as a surplus of parking is provided on site. The variation is acceptable.

#### Landscaping

The proposal does not comply with the Built Form Policy's requirements for landscaping, proposing 13.7 percent deep soil zone in lieu of the required 15 percent, and 25 percent tree canopy in lieu of the 30 percent canopy cover. The site could accommodate 30 percent canopy cover by incorporating appropriate tree species and distribution. It is recommended that a condition be imposed to that effect.

The development plans incorporate the provision of an additional street tree along Leeder Way. The applicant is willing to provide a further two street trees along Jugan Street in order to increase the tree canopy of the area and reduce the visual impact of the proposed two-storey development. It is recommended that a condition be imposed to that effect.

The proposed landscaping responds to the relevant design principles through the provision of tree canopy and deep soil zones that would contribute to the City's green canopy and would reduce the impact of the development on the surrounding residential area. The proposal is acceptable from a landscaping perspective.

#### Design

The storerooms for units 2, 3 and 4 have been relocated to the balconies and have been reconfigured to meet the minimum dimension requirements. The proposed storerooms are an inferior outcome and would materially affect the use of the subject balconies.

The applicant has made very minor changes to the building treatments in an attempt to make the development more sympathetic to the streetscape and local area. The addition of the timber detailing and exposed eaves does reflect elements of the broader locality and are supported. The DRP Chair is supportive of the simplicity of the building materials, brick render and the corrugated roof used in the development. The built form and scale of the corner unit is poorly resolved but, the visual impact of the Jugan Street elevation would be effectively moderated by the provision of on-site landscaping as well as two street trees.

#### Acoustic Report

Due to the proximity of the subject site to the Mitchell Freeway, the applicant has provided an acoustic report prepared by Resonate Consultants, dated 2 July 2018, in accordance with the requirements of State Planning Policy 5.4 Road and Rail Noise.

An acoustic report was requested to ensure that any noise attenuation measures required to be implemented at Building Permit stage would not require changes to the design of the proposed dwellings. Some noise attenuation measures have been recommended such as thicker glazing on windows. The recommended measures would have no impact on the proposed design of the dwellings.

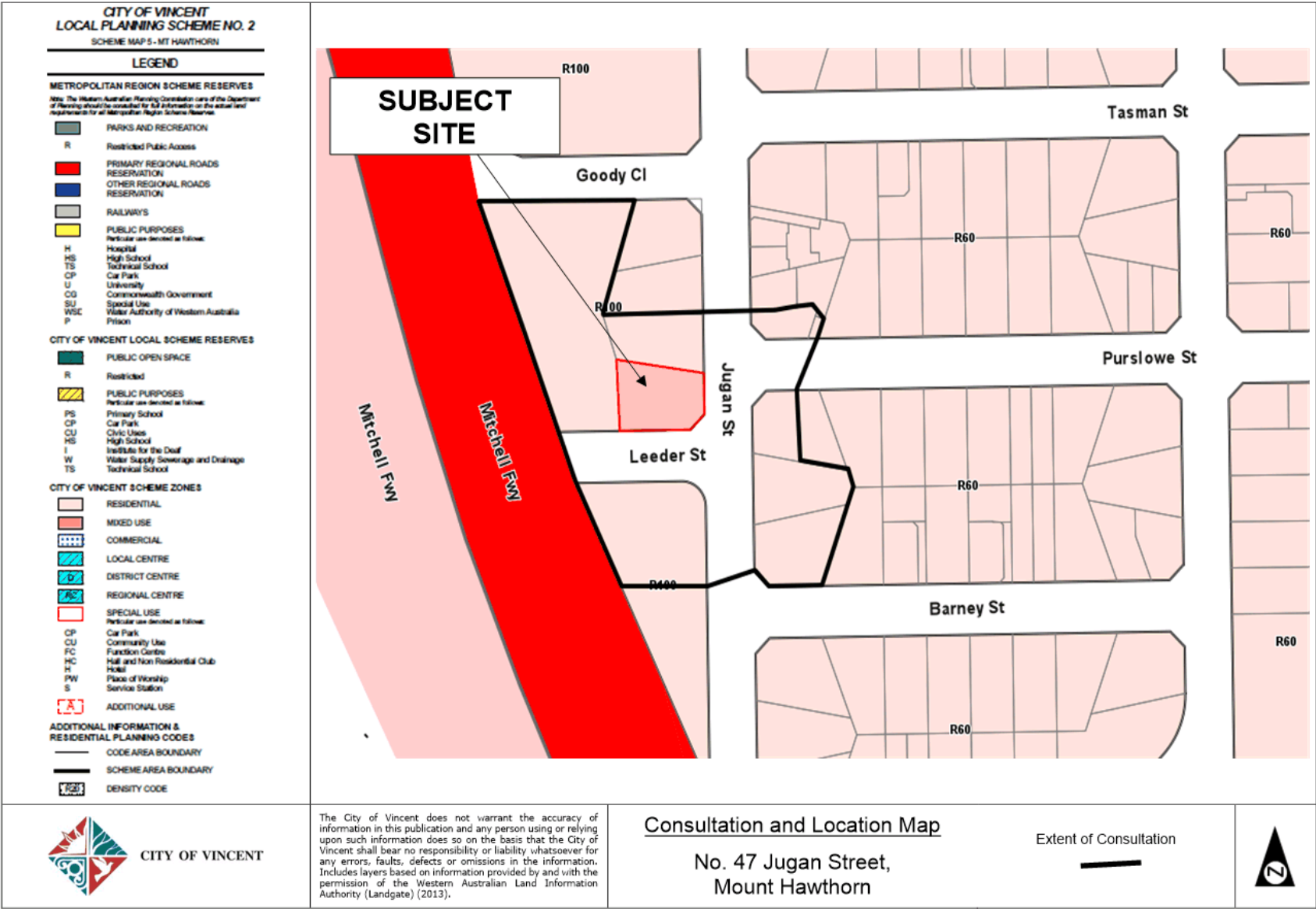
The noise attenuation requirements for the proposed dwellings would have no impact on the design and no impact on the recommendation for planning approval of this development.

#### Conclusion

The previous reasons for refusal related to the lack of a visitor bay, inadequate space for outdoor living areas and insufficient provision of stores. The amended proposal has increased the minimum dimension of the outdoor living areas and the stores, resolving these variations. The proposal has not included a visitor bay

but the development provides 10 resident bays in lieu of the five required, which is ample parking for the development.

It is recommended that Council sets aside its previous decision and resolves to approve the application subject to conditions.







## ORDINARY COUNCIL MEETING MINUTES

24 JULY 2018

**9.4 NO. 47 (LOT: 502; D/P: 50409) JUGAN STREET, MOUNT HAWTHORN - PROPOSED FIVE GROUPED DWELLINGS****TRIM Ref:** D18/83209**Author:** Fiona Atkins, Urban Planner**Authoriser:** Luke Gibson, A/Director Development Services**Ward:** North

**Attachments:**

1. Attachment 1 - Location and Consultation Plan 
2. Attachment 2 - Development Plans (received 25 June 2018) 
3. Attachment 3 - Summary of Submissions - Officer Comments 
4. Attachment 4 - Summary of Submissions - Applicant Comments 
5. Attachment 5 - Acoustic Report 
6. Attachment 6 - Determination Advice Notes 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Boundary Walls**

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall in a good and clean condition prior to occupation or use of the development. The finish of the wall are to be fully rendered or face brickwork to the satisfaction of the City;

**2. External Fixtures**

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and surrounding properties to the satisfaction of the City;

**3. Construction Management Plan**

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

**4. Stormwater**

All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

**5. Schedule of External Finishes**

Prior to the commencement of development, a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City. The development shall be finished in accordance with the approved schedule prior to the use or occupation of the development;



## ORDINARY COUNCIL MEETING MINUTES

24 JULY 2018

**6. Verge Tree**

No verge trees shall be removed without prior written approval from the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City;

**7. Clothes Drying Facility**

All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 3.1: Residential Design Codes prior to the use or occupation of the development and shall be completed to the satisfaction of the City;

**8. Landscape and Reticulation Plan**

8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated; and
- The provision of 15 percent of the site area as deep soil zones and 30 percent canopy cover at maturity; and

8.2 All works shown in the plans as identified in condition 8.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**9. Car Parking and Access**

9.1 The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to occupancy or use of the development;

9.2 Vehicle and pedestrian access points are required to match into existing footpath levels; and

9.3 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;

**10. Acoustic Report**

All recommended measures in the Acoustic Report submitted as part of this development application shall be undertaken in accordance with the report to the City's satisfaction, prior to the occupation or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers; and

**11. General**

Conditions that have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

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ORDINARY COUNCIL MEETING MINUTES24 JULY 2018

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**Moved:** Cr Gontaszewski, **Seconded:** Cr Topelberg

**That the recommendation be adopted.**

At 7:37 pm, Cr Dan Loden left the meeting.

**LOST (2-5)**

**For:** Cr Fotakis and Cr Murphy

**Against:** Presiding Member Mayor Cole, Cr Gontaszewski, Cr Castle, Cr Hallett and Cr Topelberg

**(Cr Harley was absent from the Council Chamber and did not vote.)**

**(Cr Loden was absent from the Council Chamber and did not vote.)**

At 7:38 pm, Cr Dan Loden returned to the meeting.

At 7:40 pm, Cr Roslyn Harley returned to the meeting.

**COUNCIL DECISION ITEM 9.4**

**Moved:** Cr Gontaszewski, **Seconded:** Cr Topelberg

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, as shown in Attachment 2 for the following reasons:

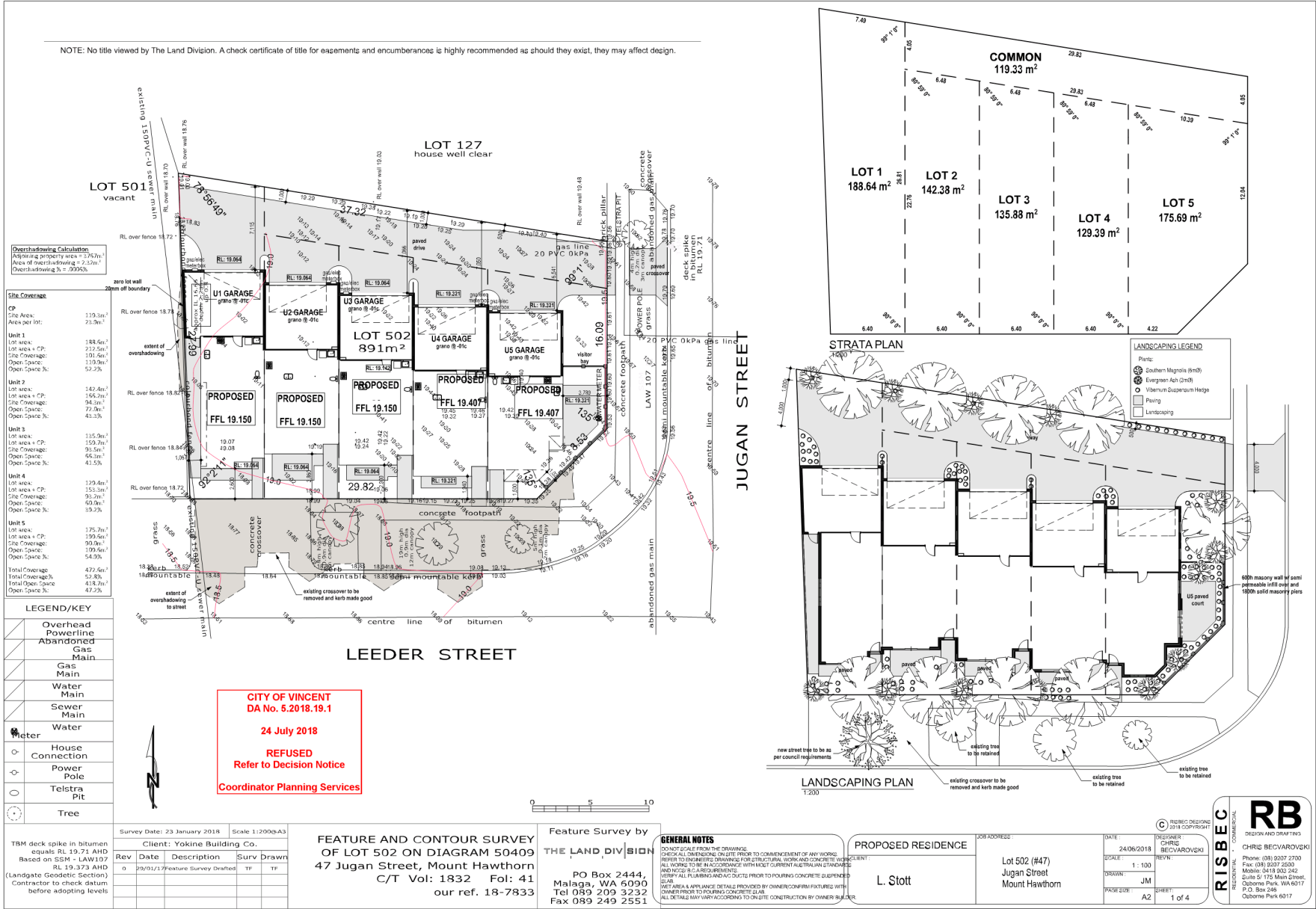
The proposed application -

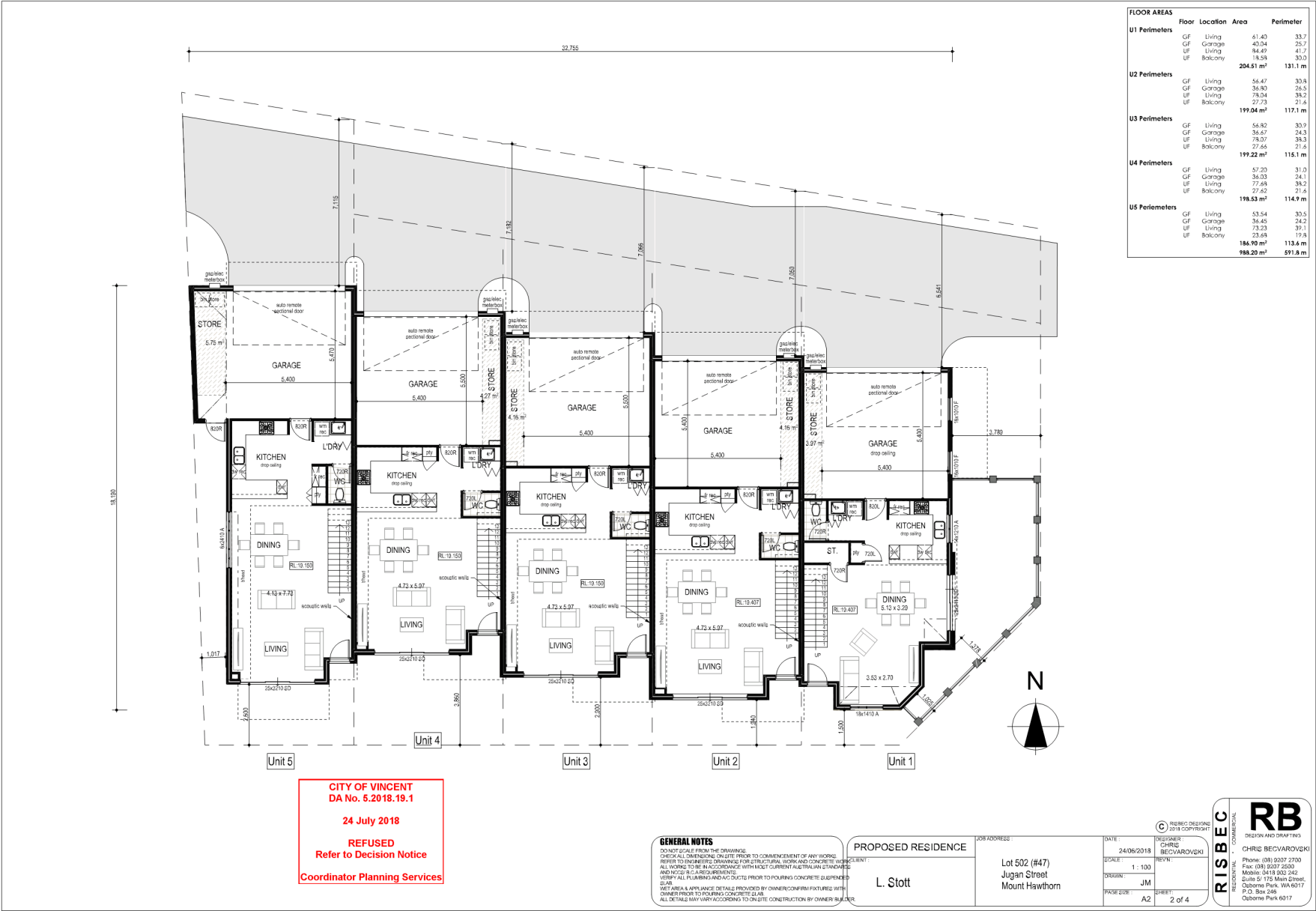
1. Lacks the provision of visitor's bays;
2. Has inadequate space for outdoor living areas; and
3. Has insufficient provision of stores.

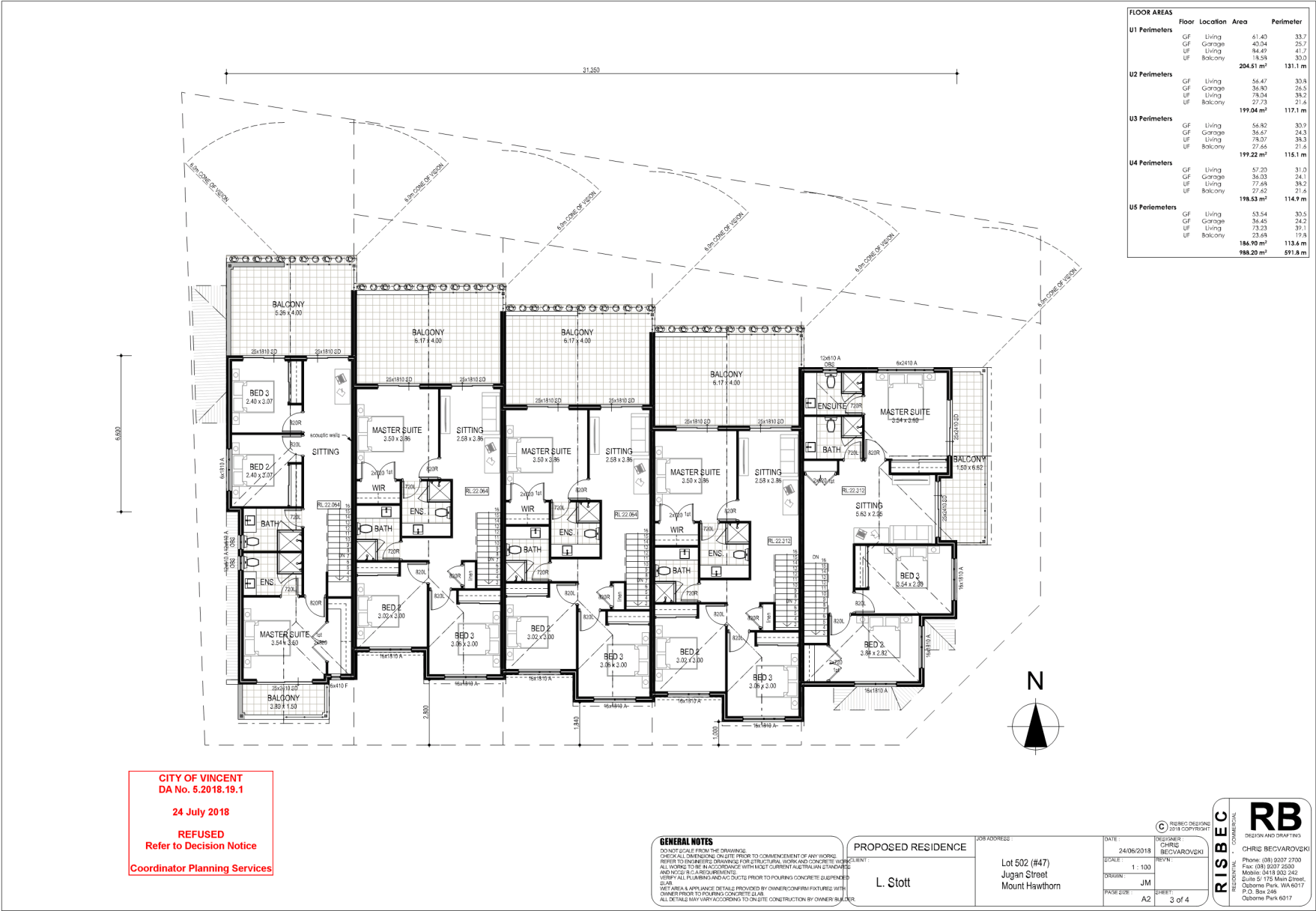
**CARRIED (6-3)**

**For:** Cr Gontaszewski, Cr Castle, Cr Fotakis, Cr Hallett, Cr Harley and Cr Topelberg

**Against:** Presiding Member Mayor Cole, Cr Loden and Cr Murphy







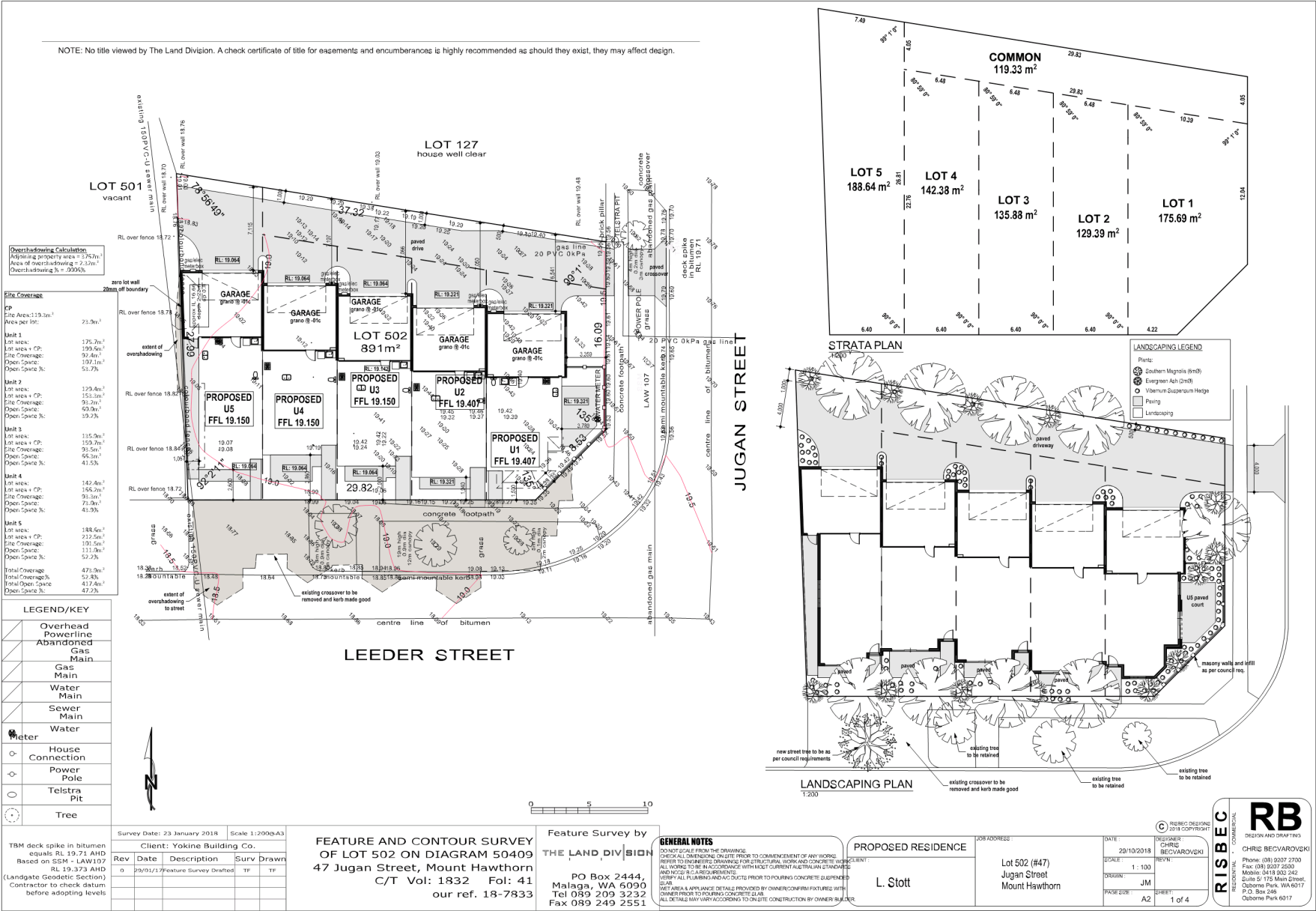


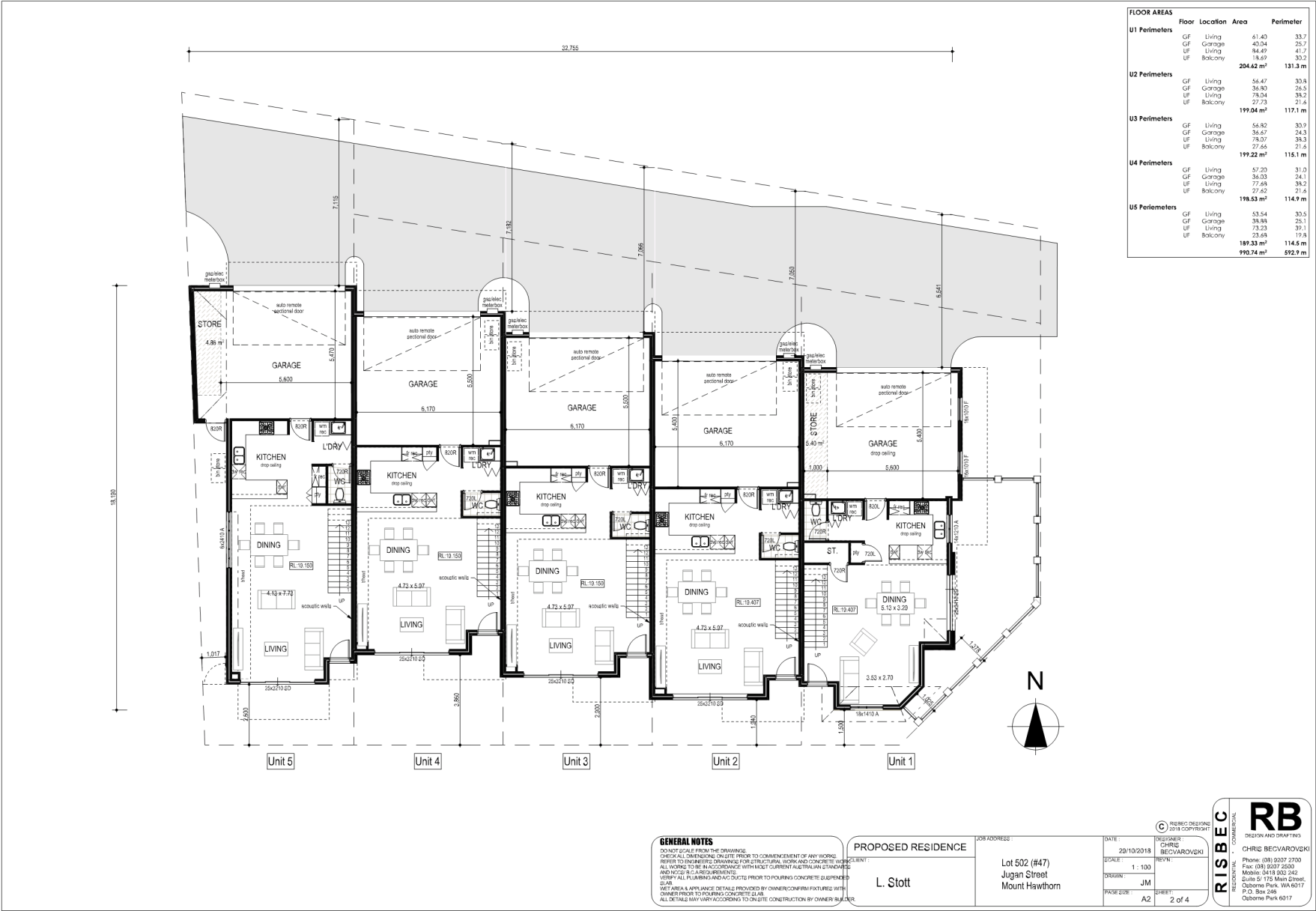




CITY OF VINCENT  
DA No. 5.2018.19.1  
  
24 July 2018  
  
REFUSED  
Refer to Decision Notice  
Coordinator Planning Services

<b>GENERAL NOTES</b> DO NOT SCALE FROM THE DRAWING. CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK. REFER TO ENGINEER'S DRAWINGS FOR STRUCTURAL, WATER AND CONCRETE REQUIREMENTS. ALL WORKING TO BE IN ACCORDANCE WITH MOST CURRENT AUSTRALIAN STANDARDS AND NCC/2012 B.C.A. REQUIREMENTS. VERIFY ALL PLUMBING AND ACCESS PRIOR TO POURING CONCRETE SLAB/FOUNDATION. GLASS AND APPLIANCE DETAILS PROVIDED BY OWNER/CONTRACTOR. FITTINGS WITH OWNER PRIOR TO POURING CONCRETE SLAB. ALL DETAILS MAY VARY ACCORDING TO ON-SITE CONSTRUCTION BY OWNER/BUILDER.	<b>PROPOSED RESIDENCE</b>  L. Stott	JOB ADDRESS:  Lot 502 (#47) Jugan Street Mount Hawthorn	DATE: 24/06/2018	DESIGNER: CHRIS BECVAROVSKI	<b>RISBEC</b> REGISTERED PROFESSIONAL <b>RB</b> DESIGN AND DRAFTING CHRIS BECVAROVSKI Phone: (08) 9307 2700 Fax: (08) 9307 2630 Mobile: 0418 902 242 Suite 5/ 175 Main Street, Osborne Park, WA 6017 P.O. Box 246 Osborne Park 6017
			SCALE: 1 : 100	REV: JM	
			DRAWN: JM	SHEET: 5 of 4	
			PAGE 2/06: A2		













**GENERAL NOTES**

DO NOT SCALE FROM THE DRAWING.

CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.

REFER TO ENGINEER DRAWINGS FOR STRUCTURAL WORK AND CONCRETE.

ALL WORKS TO BE IN ACCORDANCE WITH MOST CURRENT AUSTRALIAN STANDARDS AND NCC/2012 B.C.A. REQUIREMENTS.

VERIFY ALL PLUMBING AND ELECTRICAL PRIOR TO POURING CONCRETE SLABWORK.

GLASS AREA & APPLIANCE DETAILS PROVIDED BY OWNER/CONTRACTOR. FEATURES WITH OWNER PRIOR TO POURING CONCRETE SLAB.

ALL DETAILS MAY VARY ACCORDING TO ON-SITE CONSTRUCTION BY OWNER/BUILDER.

<b>PROPOSED RESIDENCE</b>	<b>JOB ADDRESS:</b>	<b>DATE:</b>	<b>DESIGNER:</b>
L. Stott	Lot 502 (#47) Jugan Street Mount Hawthorn	20/10/2018	CHRIS BECVAROVSKI
		<b>SCALE:</b>	<b>REV:</b>
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		JM	5 of 4
		<b>PAGE/200:</b>	<b>A2</b>

**RIS BEC**

DESIGN AND DRAFTING

**RB**

CHRIS BECVAROVSKI

Phone: (08) 9307 2700  
Fax: (08) 9307 2520  
Mobile: 0418 902 242  
Suite 5/ 175 Main Street,  
Osborne Park, WA 6017.  
P.O. Box 248  
Osborne Park 6017



**Resonate**

**47 Jugan St, Mt Hawthorn**

**Planning Stage Acoustic Report**


P180500RP1 Revision 0

Monday, 2 July 2018

[www.resonate-consultants.com](http://www.resonate-consultants.com)



## Document Information

<b>Project</b>	47 Jugan St, Mt Hawthorn	
<b>Client</b>	Risbec Corporation Pty. Ltd.	
<b>Report title</b>	Planning Stage Acoustic Report	
<b>Project Number</b>	P180500	
<b>Author</b>	James Leader Acoustic Consultant p+61 8 9468 7888 m+61 449 165 803 james.leader@resonate-consultants.com	
<b>Reviewed by</b>	Martti Warpenius	

## Revision Table

Report revision	Date	Comments
0	2 July 2018	Preliminary report issued to client

# Resonate

## Glossary

A-weighting	A spectrum adaption that is applied to measured noise levels to represent human hearing. A-weighted levels are used as human hearing does not respond equally at all frequencies.
dB	Decibel—a unit of measurement used to express sound level. It is based on a logarithmic scale which means a sound that is 3 dB higher has twice as much energy. We typically perceive a 10 dB increase in sound as a doubling of that sound level.
$D_W$	Weighted Level Difference—the noise level difference or reduction between two enclosed spaces. It quantifies the acoustic separation between two spaces. It relates to the $R_W$ rating of the separating building elements (such as walls and doors) and also includes all noise flanking paths (such as ceiling voids, joins and seals) and the acoustic absorption in the receiving space. The higher the $D_W$ rating the better the acoustic separation.
$L_{n,w}$	A measure of the noise impact performance of a floor and ceiling.
$L_{nT,w}$	Weighted Standardised Impact Sound Pressure Level—A measure of the impact noise performance of a floor and ceiling between two enclosed spaces. It is an on-site measured level that relates to the laboratory $L_{n,w}$ value. The lower the $L_{nT,w}$ rating the better the impact isolation.
$R_W$	Weighted Sound Reduction Index—A laboratory measured value of the acoustic separation provided by a single building element (such as a partition). The higher the $R_W$ the better the noise isolation provided by a building element.
$R_W + C_{tr}$	A measure of the sound insulation performance of a building element with a $C_{tr}$ spectrum adaptation term placing greater emphasis on the low frequency performance.



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## 1 Introduction

Resonate Consultants have been commissioned by Risbec Corporation Pty. Ltd. to undertake a planning stage acoustic assessment for 47 Jugan Street, Mt Hawthorn.

The development consists of 5 two-storey residential units with shared party walls and is located approximately 40 m from Mitchel Freeway.

This report therefore addresses the following issues:

- Acoustical requirements for the building are to comply with the National Construction Code NCC,
- Noise intrusion from traffic is to be designed to meet the requirements of State Planning Policy (SPP) 5.4

The following drawings have been reviewed in this assessment:

- Lot 502 (#47) Jugan Street (5 sheets) dated 17-06-2018



## 2 Internal Sound Insulation

The proposed residential apartment development is classified as Class 2 under the National Construction Code. These buildings must achieve the objectives outlined in Part F5 of the NCC *Sound Transmission and Insulation*.

The acoustic requirements applicable to this development are outlined in Table 1. Refer also to Figures 1 and 2 for a markup of the required acoustic treatments to meet the NCC for residential apartments.

Additional design advice may be required for non-acoustical requirements such as fire ratings, structural integrity, buildability, etc.

### 2.1 NCC/BCA Clarifications

The section below outlines specific National Construction Code BCA requirements, which, in our opinion, are not applicable to this project. These clarifications are referred to the certifier to confirm our interpretation.

#### Apartment Floors over Storerooms/Carparks

The BCA states in Clause F5.4 (a) (ii)

*Floors separating apartments from a plantroom, lift shaft, stairway, public corridors, public lobby or the like, or parts with a different classification [such as store room or carpark] to be impact-rated*



Resonate Consultants is of the opinion that this impact rating is only applicable for floors where the apartment is under the plantroom or carpark, not for floors where the apartment is over the other space. There is no noise sensitive activity in the space below which requires impact isolation treatment so it is recommended that no impact isolation treatment is to be installed on such floors.



## 2.2 BCA/NCC Requirements

The development has no common corridors and no units directly above other sole-occupancy units. Hydraulic services are not to cross into other sole-occupancy units.

Table 1: BCA requirements for Class 2 and 3 buildings

Building element	Description	Impact noise requirements	Airborne noise criterion	Minimum proposed Construction	Legend
Walls	Separating sole occupancy units	—	$R_w + C_{tr} \geq 50$	Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent OR Minimum 150 mm concrete	
	Separating a habitable room (other than a kitchen) of a sole occupancy unit from a bathroom, sanitary compartment, laundry or kitchen in an adjacent sole occupancy unit	Discontinuous construction	$R_w + C_{tr} \geq 50$	Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent with no ties or resilient ties OR Minimum 150 mm concrete with free-standing stud and plasterboard. Gap between stud and concrete is to be no less than 20 mm.	
Pumps	The point of connection between the service pipes in a building and any circulating or other pump.	A flexible coupling at the connection	—		Not shown

### Notes to Table above

1. No supply or waste pipes to have direct contact with surrounding elements. All pipes to be acoustically fixed at mounting points/penetrations. Use Bradflex, 6 mm thick neoprene, closed-cell foam or 'unicushion' between all pipes and pipe clamps.
2. Acoustically rated walls to extend full height to underside of soffit/roof. Where this does not occur, ceilings to be acoustically rated and services / penetrations are to be acoustically treated.
3. Unless noted otherwise, all acoustic insulation to be 14 kg/m<sup>3</sup> acoustic grade glasswool insulation or equivalent. Nominal thickness 75 mm unless otherwise noted
4. Walls are not to be chased, and pipes are not to be fixed to the wall leaf on the side adjoining any other sole-occupancy unit and must have a clearance not less than 10 mm to the other wall leaf.
5. Plasterboard is not to be glued to concrete or masonry walls. Where required, it may be fixed using 28 mm furring channels with 25 mm insulation.





## 2.3 BCA/NCC Markups

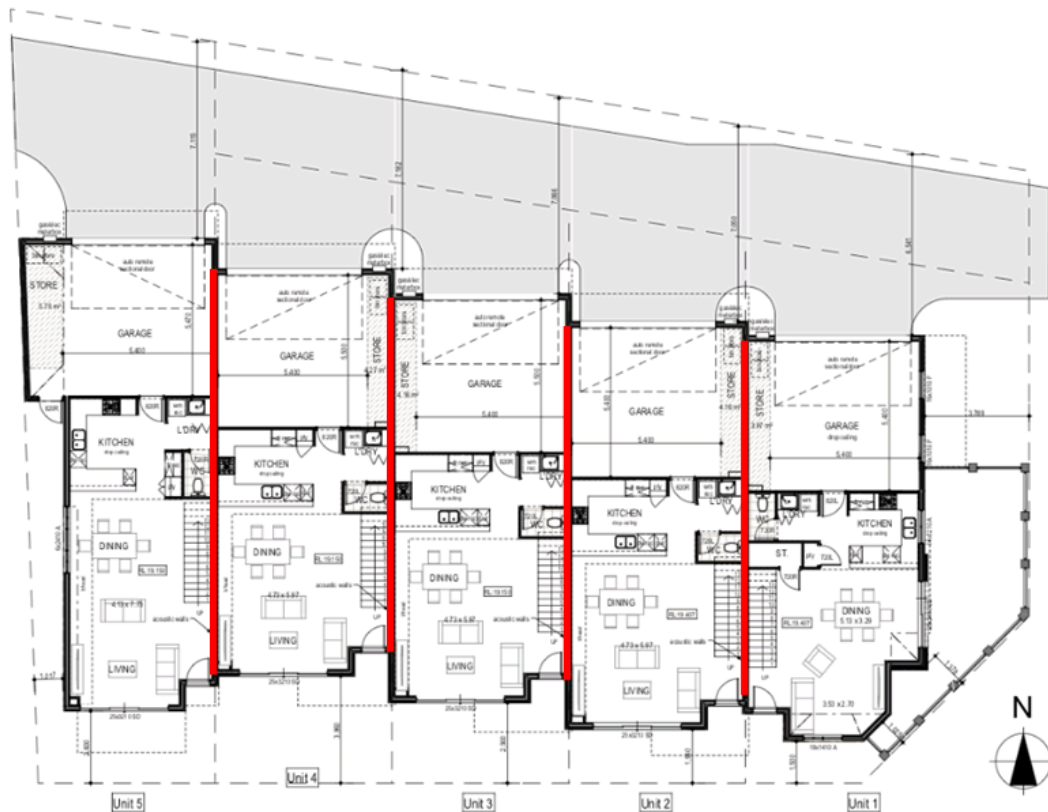


Figure 1: Ground floor BCA/NCC markup

47 Jugan St Mt Hawthorn—Planning Stage Acoustic Report

P180500RP1 Revision 0

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# Resonate

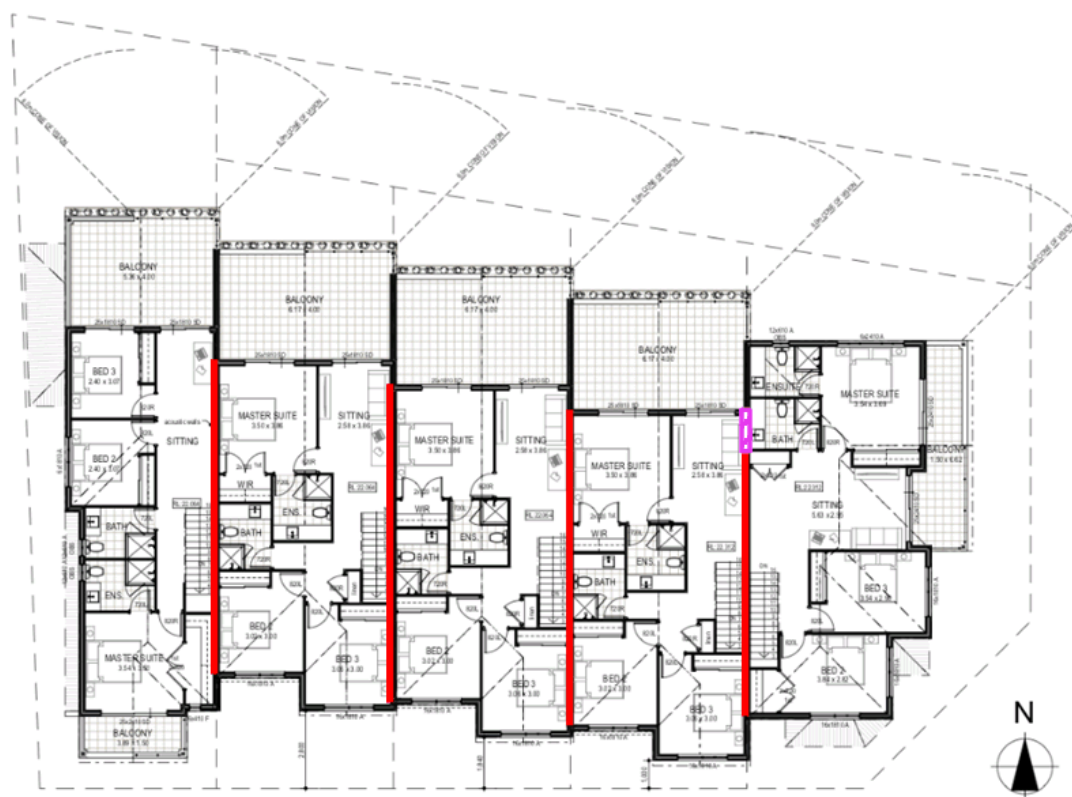


Figure 2: First floor BCA/NCC Requirements

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# Resonate

## 3 Noise Intrusion Requirements

### 3.1 Forecast Traffic Noise Level

The closest part of the development is approximately 45 m from the Mitchel Freeway which has historically recorded 147,000 vehicles per day (DMR 2013/15, 2015/16). There is an existing noise wall on the edge of the freeway, approximately 1500 mm high, and the neighbouring property at 45 Jugan Street is single storey.

A noise logger is to be deployed at the current site to obtain 3 days of unattended measurements. In this preliminary report, the noise level has been forecast based on the SPP 5.4 guideline. This forecast level is  $L_{Aeq,day}$  70 dB (free-field). The treatments will be updated once the noise data has successfully been collected under suitable weather conditions.

### 3.2 Required Treatments

Glazing systems selected are to possess a laboratory test certificated to demonstrate that they meet the minimum requirements specified in Figure 3 and Figure 4, noting that performance is strongly dependent on the frames and seals of a selected system rather than the glass thickness alone. The NRC 0.9 acoustic lining required on nominated balconies may be Reapor 50 mm, Stratocell Whisper 50 mm, or equivalent.



Figure 3: Ground floor glazing markup

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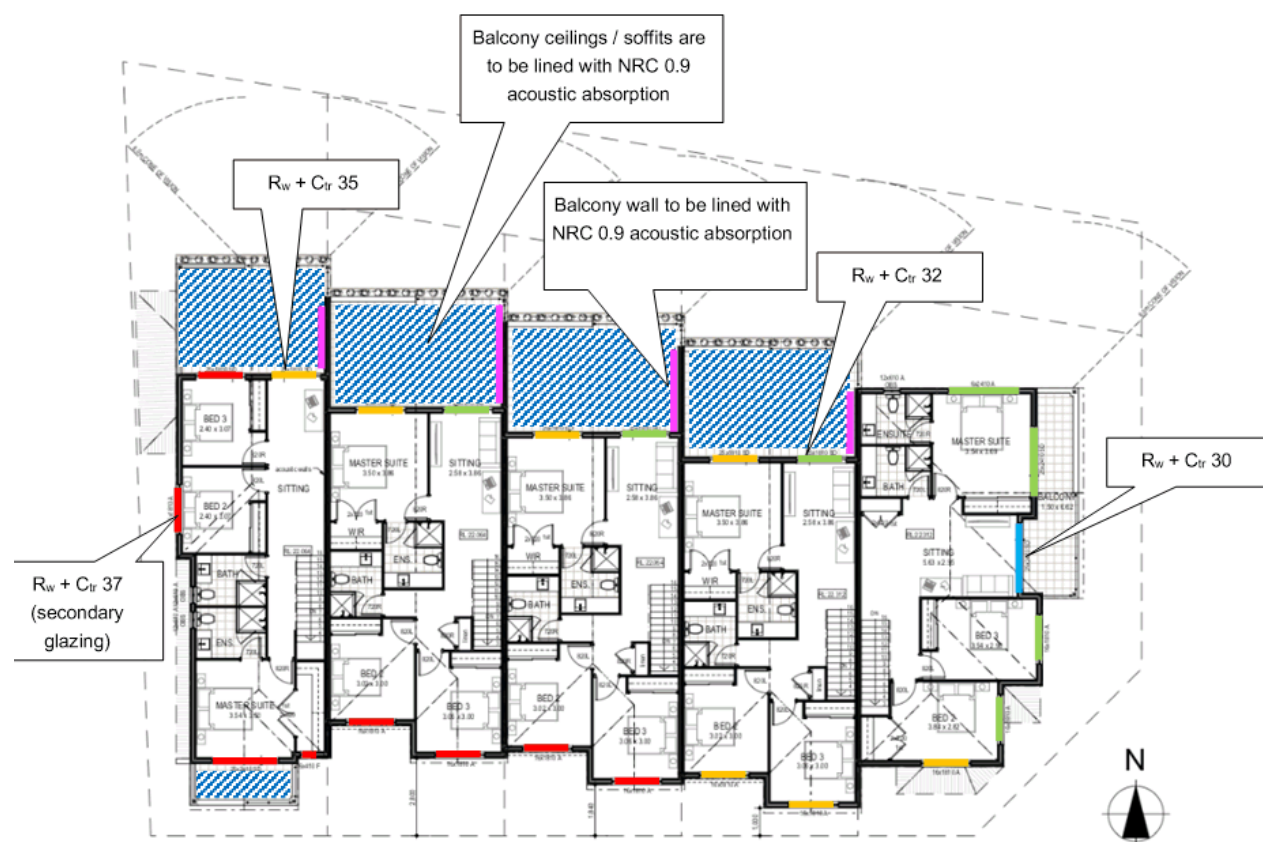


Figure 4: First floor glazing markup

Table 2: Example tested systems to meet required ratings

Rw + Ctr	Awning	Sliding door
37 (secondary glazing)	10.38 / 92 / 6.38 laminated Alspec Altitude	10.38 / 100 / 6.38 laminated AWS 584
35	12.5 Vlam Stegbar Aluminum	10.5 Vlam sliding door with 12.5 Vlam fixed part Capral 900
32	6.38 laminated Capral Genesis	10.38 laminated AWS 541
30	6.38 laminated Alspec ProTilt	6.38 laminated Alspec ProGlide

Additionally:

- All external doors are to be  $R_w$  30
- External walls are to be  $R_w + C_{tr}$  50
- Top level ceilings are to be constructed with 2 x 10 mm plaster board with insulation laid over
- Mechanical ventilation to be considered to allow glazing to be kept closed
- No untreated façade penetrations are permitted



## 4 Conclusions

This report has provided advice to meet BCA/NCC and SPP 5.4 requirements.

Once the constructions nominated in this report have been implemented, the development is forecast to meet BCA/NCC and SPP 5.4 requirements.

**Determination Advice Notes:**

1. An Infrastructure Protection Bond for the sum of \$3,000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
2. With regard to Condition 4, no further consideration shall be given to the disposal of stormwater 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations of the proposed storm water disposal shall be lodged together with the building permit application working drawings.
3. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
4. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised.
5. All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications.
6. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
7. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
8. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.



**9.4 NO. 108 (LOT: 3; D/P: 3110) VINCENT STREET, NORTH PERTH - CHANGE OF USE FROM SINGLE HOUSE TO UNLISTED USE (MILLINERY)**







**TRIM Ref:** D18/164405

**Author:** Stephanie Norgaard, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Statement of Use [↓](#) 
4. Attachment 4 - Car Parking Management Plan [↓](#) 
5. Attachment 5 - Summary of Submissions [↓](#) 
6. Attachment 6 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for a proposed Change of Use from Single House to Unlisted Use (Millinery) at No. 108 (Lot: 3; D/P: 3110) Vincent Street, North Perth, in accordance with the plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 6:

**1. Use of Premises**

- 1.1 This approval relates to a Change of Use from 'Single House' to 'Unlisted Use (Millinery)' on the approved plans dated 9 May 2018. It does not relate to any other development on the site;
- 1.2 A maximum of one employee and three customers shall occupy the building at any one time; and
- 1.3 The hours of operation for the 'Unlisted Use (Millinery)' shall be limited to between 9:00am and 5:00pm, Monday to Friday;

**2. Car Parking and Access**

A minimum of one car bay shall be provided for the exclusive use of the Unlisted Use (Millinery);

**3. Signage**

A maximum of one external sign is permitted, which shall not exceed 0.5 square metres in area; and

**4. General**

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

**PURPOSE OF REPORT:**

To consider an application for development approval for a change of use from Single House to Unlisted Use (Millinery) at No. 108 Vincent Street, North Perth (subject site).

**PROPOSAL:**

The application proposes to change the use of the existing Single House on the subject site to an Unlisted Use (Millinery). The millinery business involves the design, sewing and sale of boutique hats. The applicant's millinery business is currently operating at No. 323 Fitzgerald Street, North Perth, as per a development approval for an Unlisted Use granted on 9 October 2013.

The Unlisted Use (Millinery) is proposed to operate Monday to Friday from 9:00am to 5:00pm. The business would operate with a single employee and the majority of the business sales occur through the website. A maximum of three customers are expected to be on the site at any one time. Customers are not expected to be on the site on a regular basis.

The application does not propose any physical works to the exterior of the building. The applicant's development plans are included as **Attachment 2**. The applicant has also provided a statement of use and parking management plan (**Attachments 3 and 4**).

**BACKGROUND:**

<b>Landowner:</b>	Julie Mitcheson-Low and Mark Mitcheson-Low
<b>Applicant:</b>	Julie Mitcheson-Low and Mark Mitcheson-Low
<b>Date of Application:</b>	6 July 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R40
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House and Ancillary Dwelling
<b>Proposed Use Class:</b>	Unlisted Use (Millinery)
<b>Lot Area:</b>	597.1m <sup>2</sup>
<b>Right of Way (ROW):</b>	Yes – 5.0 metres in width, sealed and owned by the City of Vincent
<b>Heritage List:</b>	No

The subject site is located on the corner of Vincent Street and comprises a Single House and an Ancillary Dwelling. The site is bound by a Right of Way (ROW) to the north, Norfolk Street to the east, Vincent Street to the south and two Grouped Dwellings to the west (currently under construction).

The application was originally lodged as a change of use from Single House to Office to facilitate the use of the Single House as an architectural firm. Prior to the application being advertised, the applicant amended the development application to change the purpose of the proposed Office from an architectural firm to a millinery business.

The activities would most appropriately be classed as an Unlisted Use, despite the applicant requesting the application be assessed as an Office. Following community consultation, the applicant was advised that Administration was not supportive of approving an Office use on the subject site due to the flexibility the Office land use provides for future tenants and the car parking shortfall provided on the site. The applicant subsequently amended the application to change the use of the site from Single House to Unlisted Use (Millinery).

The subject site contains both a Single House and an Ancillary Dwelling. The existing dwelling on the subject site is a federation style home which it is not listed on the local or State heritage register. The federation style home has been maintained in a good condition and contains many of the traditional federation features. The proposal would re-use the existing building on the site with no modification proposed to the external façade. Should the current application use be approved, the Ancillary Dwelling would be considered as a Single House. The conversion of the Ancillary Dwelling to a Single House is exempt from development approval as the building meets the deemed-to-comply requirements for car parking and outdoor living areas under the Residential Design Codes. The applicant has indicated that the Ancillary Dwelling is currently vacant.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2) and the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy). In each instance where the proposal requires the discretion of

Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Car Parking		✓

### Detailed Assessment

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2	
"P" Use	Unlisted Use is considered an "A" use in accordance with Clause 18(4)(b) of LPS2
Car Parking	
Deemed-to-Comply Standard	Proposal
Policy No. 7.7.1 – Non-Residential Parking Requirement	
Unlisted Uses have no prescribed parking requirement under Table 1 of the Parking Policy, with parking to be determined by the City based on a site specific parking management plan.	The application proposes one on-site parking bay and is supported by a parking management plan.

The above elements of the proposal do not meet the specified deemed-to-comply standards and are discussed in the comments section below.

### CONSULTATION/ADVERTISING:

Community consultation for the original proposal (change of use to an Office) was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, for a period of 21 days from 11 August 2018 to 1 September 2018. The method of consultation included a sign being placed on site, a notice being placed in the local newspaper and ten letters being mailed to all the owners and occupiers of the properties adjoining the subject site, as shown in **Attachment 1**.

During the community consultation, the City received three submissions neither supporting nor objecting to the change of use, but raising the following concerns:

- Appropriateness of an Office use within the Residential zone;
- Appropriateness of an Office use within a Single House with heritage character;
- The negative impact any future signage would have on the residential streetscape character;
- Inadequate provision of car parking relative to the size of the subject building; and
- Concerns that the development may operate at a more intense scale than proposed by the applicant.

The amended application for a change of use to Unlisted Use (Millinery) was re-advertised for a period of 14 days from 10 October 2018 to 24 October 2018. Ten letters were mailed to all the owners and occupiers of the properties adjoining the subject site (see **Attachment 1**).

Two submissions were received objecting to the proposal. The submissions raised the following key concerns:

- Inconsistency with the objectives of the Residential zone and potential impact of the development of the residential character and amenity of the area;
- Concerns regarding the lack of activity at the subject site outside of business hours;
- Concerns over the visual impact of any future commercial signage;
- Inadequate provision of car parking to service the development;

- Safety concerns regarding the nearby intersection at Vincent Street and Norfolk Street; and
- Concerns regarding the appropriateness of the Ancillary Dwelling.

Administration's response to the summary of submissions is provided in **Attachment 5**.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements; and
- Policy No. 4.1.5 – Community Consultation.

In accordance with Schedule 2 Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant will have the right to apply to the State Administrative Tribunal for a review of Council's determination.

**Delegation to Determine Applications:**

This matter is being referred to Council as the application proposes an Unlisted Use.

**RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Thriving Places

- *We are recognised as a City that supports local and small business."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The subject site is zoned Residential under the City's LPS2. The nearby properties to the north, east and west are also zoned Residential and the land located to the south is reserved as Parks and Recreation under the Metropolitan Region Scheme.

The proposed 'Millinery' land use is not specifically identified in the land use table provided in LPS2 and does not fall within the interpretation of one of the land use definitions, particularly given that the operator of the business would not reside on the subject site. In accordance with Clause 18(4) of LPS2, Council is required to have regard to the objectives of the Residential zone in determining the appropriateness of an Unlisted Use. The LPS2 provides the following objectives for the Residential zone:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*

- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*
- *To promote and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling.*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas.*

In considering the appropriateness of the proposed use, the following is relevant:

- The development proposes to operate at a low scale with one employee and up to a maximum of three customers at any one time. If the application is approved, it would be recommended that a condition is imposed to this effect;
- Customer visitation is infrequent with the majority of sales being processed online;
- The existing Single House has four bedrooms and could accommodate a similar or greater level of activity than that proposed by the Unlisted Use (Millinery) if it were used for residential purposes. The scale of development is compatible and complimentary with the residential area;
- If the application is approved, it would be recommended that a condition be imposed requiring any future signage to be of the same scale as the signage permitted for a Home Business. This would ensure the streetscape character is retained;
- The subject site will still serve a residential function by virtue of the existing Ancillary Dwelling which will effectively become a Single House; and
- The City has no records of receiving any complaints relating to the operations of the existing Unlisted Use (Millinery) at No. 323 Fitzgerald Street, North Perth.

The proposal is consistent with the objectives of the Residential zone.

#### Car Parking

In accordance with the City's Parking Policy, Unlisted Uses are required to be determined on a case by case basis on a site specific management plan. The applicant has provided a parking management plan (see **Attachment 4**).

The parking management plan outlines that there are two onsite car bays. The second car bay is associated with the Ancillary Dwelling on the site which does not form part of this application. There is only one dedicated car bay available to the Unlisted Use (Millinery).

In considering the matter, the following is relevant:

- During the consultation period, a number of submissions were received objecting to the proposal and raising concerns regarding car parking and impact on the availability of on-street parking bays;
- The business has been operating with one car bay at No. 323 Fitzgerald Street, North Perth since 2013. The City has no records of any complaints being received in relation to car parking from this property. The development can operate at the proposed scale with one car bay without having a detrimental impact on the locality;
- There is currently on-street car parking available directly adjacent to the subject site along Vincent Street and Norfolk Street. These on-street car bays are subject to a three hour parking limit and are generally used by visitors to Hyde Park. The proposed operating hours are 9:00am to 5:00pm Monday to Friday, which is typically the off-peak period for visitors to Hyde Park;
- The subject site is located 350 metres from the Fitzgerald Street high frequency bus route and 375 metres from the William Street high frequency bus route;
- The parking management plan outlines that there would be a provision of bicycle parking facilities on the subject site, which would be supported by the existing end of trip facilities, including a bathroom, shower and storage room; and
- As part of the development approval for No. 323 Fitzgerald Street, North Perth, the applicant paid a cash-in-lieu contribution of \$5,837 for car parking. It is not necessary to require a further cash-in-lieu

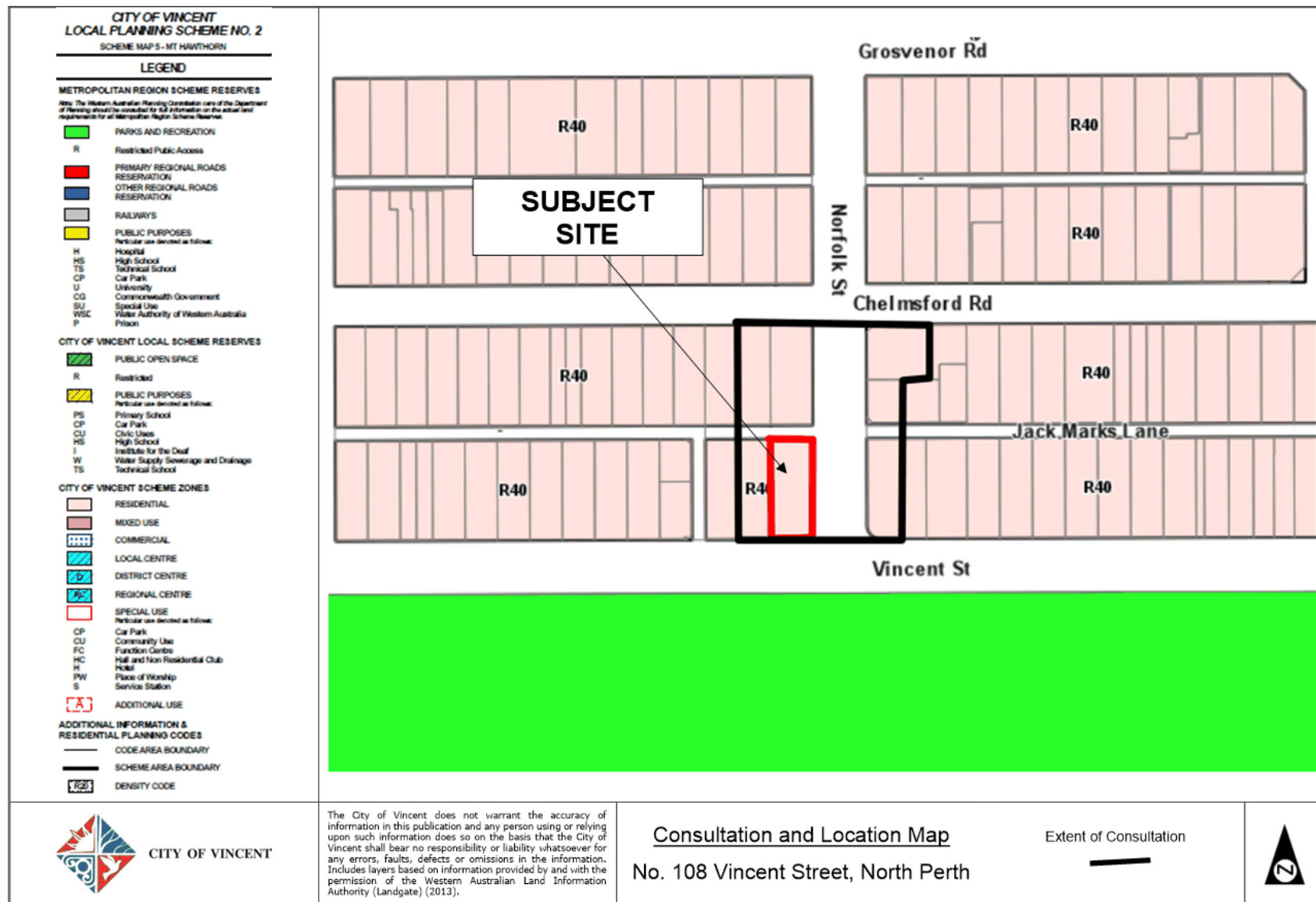
contribution, given a contribution has already been made for this business for another site in North Perth.

There is sufficient parking on the site and within the immediate locality as well as adequate public transport to service the development.

#### Conclusion

Council is required to exercise its discretion with respect to the acceptability of the proposed land use and car parking. The proposed Unlisted Use (Millinery) is a low intensity use that is compatible with the subject site and surrounding locality. The impact of the development can be appropriately managed through conditions of approval to ensure the development has no undue impact on the nearby residential properties. It is recommended that the proposal be approved subject to the recommended conditions.







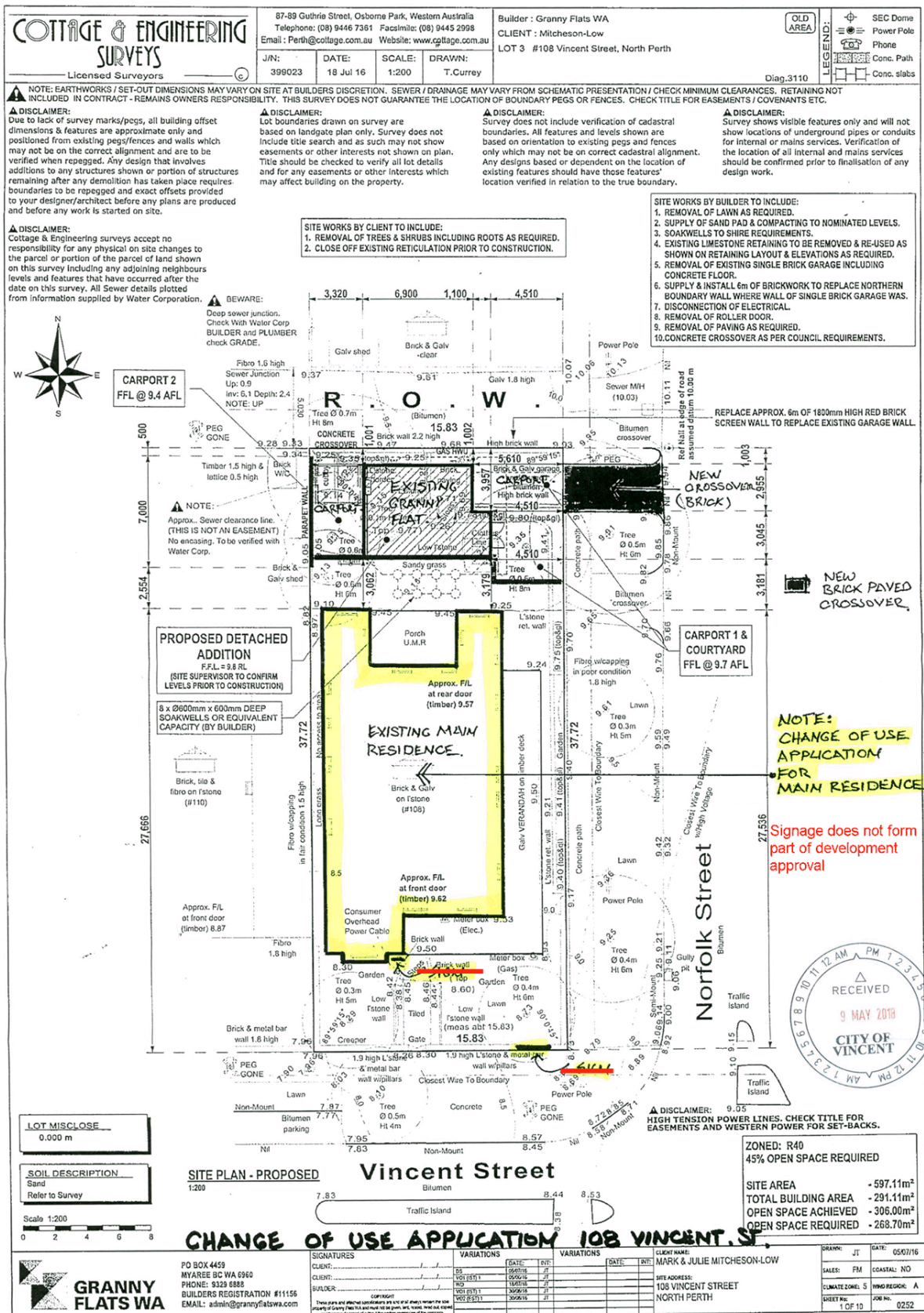
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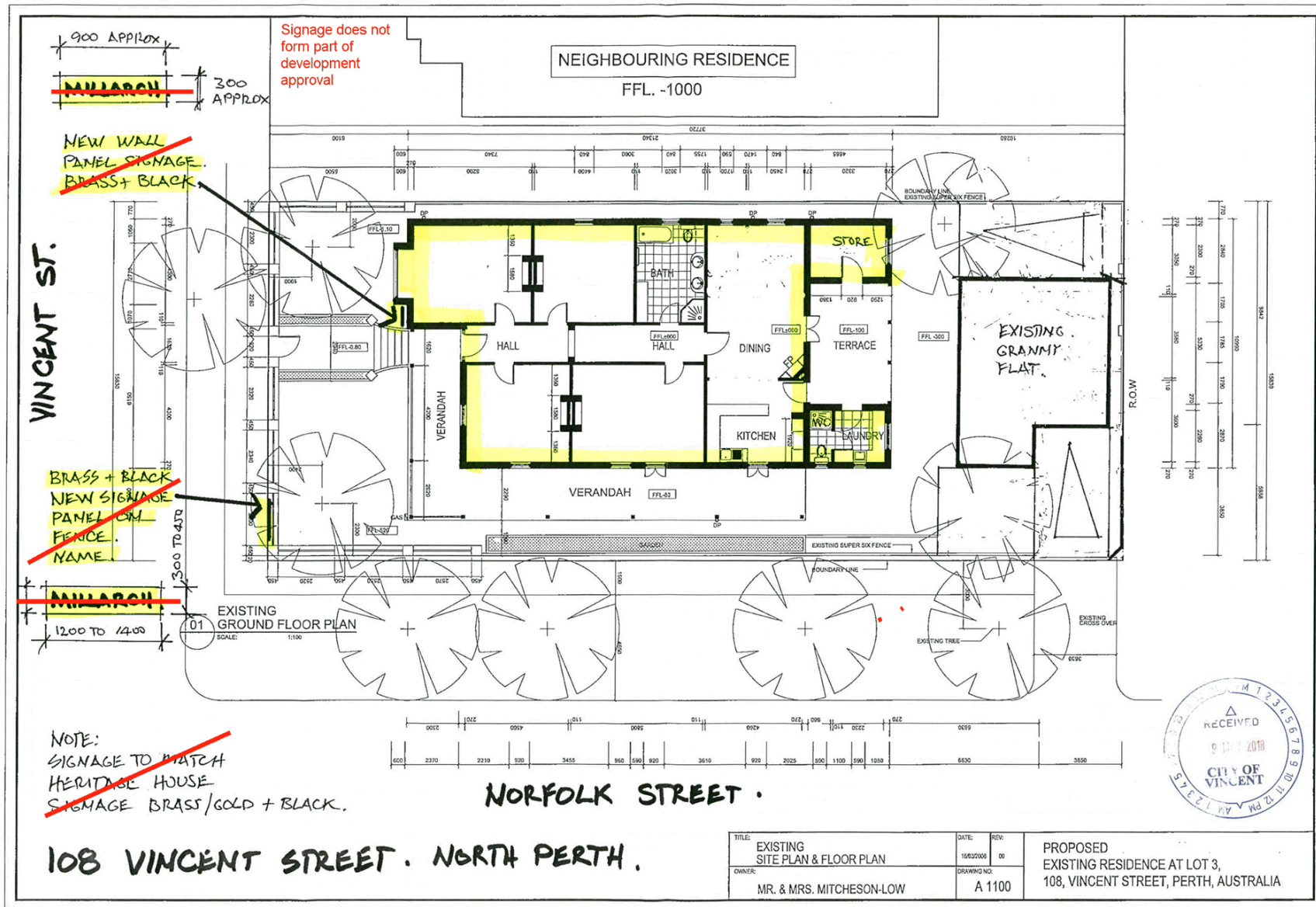
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No. 108 Vincent Street, North Perth









# CHANGE OF USE APPLICATION

## 108 Vincent Street, North Perth

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### STATEMENT OF USE


The proposed use is for a millinery atelier (design and create).

- It is a low impact, passive studio. The operating hours will generally be 9.00am to 5.00pm, Monday to Friday. No machinery or chemicals are used.
- I work alone so there will only be one occupant for the majority of the time.
- Client visitation will be minimal and will vary between one and three people at any one time intermittently (not regularly or daily). Most sales are through my website to eastern states and overseas customers.

### TRANSPORT IMPACT

- The property has two dedicated car bays.
- There is ample off-street parking and public transport in the vicinity.

## PARKING MANAGEMENT PLAN FRAMEWORK

<b>Owner/Applicant Details</b>	
Name:	<u>Julie Mitcheson-Low</u>
Address:	
Phone:	
Email:	
Applicant Signature:	

<b>Property Details</b>	
Lot Number:	<u>Lot 3</u>
Address:	<u>108 Vincent Street North Perth</u>

<b>Parking Allocation</b>	
Total Number Car Parking Spaces:	<u>2 on site + 3 to 4 verge parking by order of resident on Norfolk Street</u>
Total Number Short Term Bicycle Parking Spaces:	<u>2 to 3</u>
Total Number Long Term Bicycle Parking Spaces:	<u>2 to 3</u>
Total Number Other Bays:	<u>Ample additional bicycle spaces on site</u>

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
	Staff	1/9am to 5pm	1	2	1



	Customers	1/ by appointment (one hour)	1	1	1
	Other	Nil			

**Alternative Transport:**

<u>Transport Option</u>	<u>Type &amp; Level of Service</u>
<b>Public Transport</b>	
Train	Bus Connection to City Rail stations and to City Cat routes
Bus	Regular Bus service into the city via Fitzgerald Street and William Street (5 minute walk) from 108 Vincent Street
<b>Pedestrian</b>	
Paths	Pedestrian footpath to two boundaries of property Footpath to both sides of Norfolk Street Footpath to North side of Vincent and Hyde Park paths to South side.
Facilities	Pedestrian footpaths to both sides of Vincent Street and to both sides of Norfolk street
<b>Cycling</b>	
Paths	Cycle paths in Hyde Park Precinct
Facilities	General amenities in area as per City of Vincent provisions
Secure Bicycle Parking	Lockable Bike Store available
Lockers	Locker / Store room available
Showers/Change Room	Shower and change rooms available

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**Public Parking:**

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	~62	Vincent St (Norfolk to Ethel St)	3 Hour to Day
	~45	Vincent St (Norfolk to Hyde St)	3 Hour to Day
	~14	Norfolk St (Vincent to Chelmsford)	3 Hour
Off Street Parking	2	Carport Bays	Nil
	3 to 4	Registered Verge Parking (by order of resident)	

**Summary of Submissions:**

The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

**Change of Use to Office**

Comments Received Neither Supporting or Objecting:	Officer Technical Comment:
<u>Land Use</u> <ul style="list-style-type: none"> <li>Concerns raised relating to the proposed 'Office' use. Submissions note that the development plans show an Office of a generous scale that could accommodate more than the one proposed employee.</li> <li>Concerns raised in regards the appropriateness of a non-residential use within a residential area.</li> <li>Submissions request that this section of Vincent Street remain as residential. Concerns raised in regards to the impact of the commercial use (and future signage) will have on the character of the existing house and the broader streetscape.</li> <li>Concerns raised that the proposed change of use would set a precedent for further commercial development along Vincent Street.</li> <li>Concerns raised in regards to the impact of the proposed Office on the amenity of Hyde Park.</li> </ul>	<ul style="list-style-type: none"> <li>The applicant has amended the development application to propose and Unlisted Use (Millinery). A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time.</li> <li>The development proposes to operate at a low scale and will retain the existing federation style home on the subject site. The level of activity proposed is considered similar to that of a Single House and is therefore considered to be compatible with the residential zone.</li> <li>A condition of approval has been recommended requiring a maximum of one sign on the property with an area not greater than 0.5 square metres.</li> <li>The merit of any future development applications will be determined on a case by case basis.</li> <li>As above, the proposal will maintain the existing Single House on the subject site, which has federation characteristics. The preservation of the existing building on the site with no modification proposed to the external façade is considered to maintain and enhance the existing streetscape character.</li> </ul>
<u>Parking</u> <ul style="list-style-type: none"> <li>Concerns raised in regards to the lack of on street parking on the subject site. Submission notes that the proposed Office building could accommodate a greater work force than the proposed one employees.</li> <li>Submission notes that there is already limited on-street parking available on Norfolk Street and query what the total parking demand for the development is (employees, clients and suppliers).</li> </ul>	<ul style="list-style-type: none"> <li>As above, the applicant has amended the development application to propose and Unlisted Use (Millinery). A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time.</li> <li>The development is proposed to operate 9:00am to 5:00pm Monday to Friday, which is considered to be the off-peak period for the on-street car parking available along Vincent Street and Norfolk Street. The subject site is also located within close proximity to the Fitzgerald Street and William Street high frequency bus route.</li> <li>The development is currently operating from its current location at No. 323 Fitzgerald Street with one car bay. The City has no records of receiving any complaints in relation to car parking at this property.</li> <li>Given the above, it is considered that there is sufficient parking on the site and within the immediate locality, along with adequate public transport to service the development.</li> </ul>
<u>Other</u> <ul style="list-style-type: none"> <li>Submissions suggest conditioning the approval to ensure the proposed operates as proposed, with regards to number of employees, client visitation and hours of operation.</li> </ul>	<ul style="list-style-type: none"> <li>A condition of approval have been recommended ensure the development operates within the proposed parameters.</li> </ul>

**Summary of Submissions:****Change of Use to Unlisted Use (Millinery)**

Comments Received in Objection:	Officer Technical Comment:
<p><u>Land Use</u></p> <ul style="list-style-type: none"> <li>• Submissions raised concerns in regards the appropriateness of a non-residential use within a residential area and that the proposal will set a precedent for future commercial uses.</li> <li>• Commercial business are considered inappropriate opposite to Hyde Park. Submission notes that there are only four non-residential uses located along the streets fronting Hyde Park.</li> <li>• Concerns raised in regards to the scale of the subject building.</li> <li>• Submissions suggest that should the application be approved, appropriate conditions are imposed that require the development to operate as outlined by the applicant; and that any future signage is of small scale that is consistent with a home business.</li> </ul>	<ul style="list-style-type: none"> <li>• As discussed above, the development proposes to operate at a low scale with the level of activity being considered similar to that of a Single House. The preservation of the existing building is considered to maintain and enhance the existing streetscape character. Based on this, the development is considered compatible with the residential zone.</li> <li>• A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time. Another condition of approval has been recommended requiring a maximum of one sign on the property with an area not greater than 0.5 square metres, which is consistent with the signage requirements of a Home Business.</li> </ul>
<p><u>Parking</u></p> <ul style="list-style-type: none"> <li>• Concerns raised in regards to the lack of on-site car parking. Submissions note that the on-street parking along Vincent Street and Norfolk Street is already congested.</li> <li>• Concerns regarding the safety of the intersection at Vincent Street and Norfolk Street.</li> </ul>	<ul style="list-style-type: none"> <li>• As discussed above, it is considered that there is sufficient parking on the site and within the immediate locality, along with adequate public transport to service the development.</li> <li>• The development proposes to utilise the existing approved vehicle access crossovers to Norfolk Street and the ROW. The level of activity proposed is considered to be similar to that of a standard residential dwelling in terms of vehicle trips. The potential occurrence vehicle conflict at the nearby intersection cannot be managed through the development approval process.</li> </ul>
<p><u>Other</u></p> <ul style="list-style-type: none"> <li>• Submission notes that substantial investment has been made into residential property on Vincent Street. Submission notes the current sale price of properties on Vincent Street.</li> <li>• Concerns in regards to the aesthetics and safety of the verge car parking bays.</li> <li>• The proposed use is substantially in excess of what would be allowed in a residential area as a 'Home Business' under the City's Policy No. 7.5.9 – Home Business, Home Occupation and Home Office and Home Store.</li> <li>• <i>'It appears the granny flat was built with this change of use in mind – it effectively becomes the main residence under this proposal. If this is so, the granny flat approval was apparently obtained under false pretences. Does this proposed configuration and use comply with the general requirements for granny flats or any specific condition of approval?'</i></li> </ul>	<ul style="list-style-type: none"> <li>• Perceptions on estate prices are not a relevant planning concern and cannot be considered in the assessment of a development application.</li> <li>• The car parking bays provided within the verge area are outside of the scope of this development application. The matter has been referred to the City's Assets and Engineering team for further investigation.</li> <li>• The development application does not seek approval for a Home Business and is therefore not subject to the requirements of Policy No. 7.5.9 – Home Business, Home Occupation and Home Office and Home Store. The development cannot be assessed as a Home Business as the business owner is not residing at the subject site.</li> <li>• The existing Ancillary Dwelling meets the minimum requirements for car parking and outdoor living areas and therefore can be considered a Single House, should the Unlisted (Millinery) be approved. The details of the original Ancillary Dwelling approval are not available to</li> </ul>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<p>Non-residential uses within the residential zone should be secondary to the primary residential uses, occupying no more than 50 percent of the residential component. There is no indication that someone will be living in the granny flat.</p> <ul style="list-style-type: none"> <li>• <i>'With the proposed configuration, the front of the building would be 'dead' outside of business hours, with no visual or other interaction – in conflict with one of the key principles of 'Safer Design' or 'Crime Prevention Through Environmental Design' (CPTED) (<a href="https://www.healthypaces.org.au/userfiles/file/Safety_and_Surveillance_June09.pdf">https://www.healthypaces.org.au/userfiles/file/Safety_and_Surveillance_June09.pdf</a>). This is particularly important given the limited visual interaction of the adjoining new developments of 110 and 112 Vincent Street.'</i></li> </ul>	<p>the public without the landowners consent.</p> <ul style="list-style-type: none"> <li>• Applications for Unlisted Uses are determined on a case by case basis, based on the compatibility of the use with the objectives of the Residential zone. The City has no planning requirements requiring a proportion of a commercial application to be residential.</li> <li>• The application relates to a change of use only with no physical modifications proposed to the built form. The referenced 'Crime Prevention through Environmental Design' fact sheet relates to the design of new buildings, streets and neighbourhoods. The proposal will maintain the existing dwelling on site, which includes open style fencing, veranda and windows that provide integration to the street. The approved development at No. 110-112 Vincent Street, North Perth is a separate matter and falls outside of the scope of this development application.</li> </ul>

Note: Submissions are considered and assessed by issue rather than by individual submitter.

**Determination Advice Notes:**

1. An Occupancy Permit is required prior to the occupation of the building. A Building Permit may also be required for any internal works associated with the change in building classification.
2. If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
3. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

**9.5 NO. 157 (LOT: 17; D/P: 1509) LOFTUS STREET, LEEDERVILLE - PROPOSED FOUR DWELLINGS (MULTIPLE)**










**TRIM Ref:** D18/176382

**Authors:** Andrea Terni, Urban Planner  
Mitchell Hoad, Senior Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** North

**Attachments:**

1. Attachment 1 - Location and Consultation Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Development Application Supporting Information [↓](#) 
4. Attachment 4 - Summary of Submissions [↓](#) 
5. Attachment 5 - Applicant's Response to Submissions [↓](#) 
6. Attachment 6 - Department of Planning comments [↓](#) 
7. Attachment 7 - Design Review Panel comments [↓](#) 
8. Attachment 8 - Sustainable Design Assessment Report [↓](#) 
9. Attachment 9 - Determination Advice Notes [↓](#) 

#### **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Dwellings (Multiple) at No. 157 (Lot: 17; D/P: 1509) Loftus Street, Leederville in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 9:

#### **1. Landscaping**

**1.1** A detailed landscape and reticulation plan for the development site and adjoining road verge to the City's satisfaction is to be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

- The location and type of existing and proposed trees and plants; and
- Areas to be irrigated or reticulated; and
- The location of canopy cover at maturity equating to no less than 30 percent of the site;

**1.2** All works shown in the plans as identified in Condition 1.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

#### **2. Schedule of External Finishes**

Prior to the commencement of development a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City. The development shall be finished in accordance with the approved schedule prior to the use or occupation of the development;

#### **3. Boundary Walls**

The owners of the subject land shall finish and maintain the surface of the boundary walls in a good and clean condition prior to the occupation or use of the development and thereafter to the satisfaction of the City;



**4. External Fixtures**

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and shall be screened from view from the street, and surrounding properties to the satisfaction of the City;

**5. Stormwater**

All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

**6. Access**

Prior to the first occupation of the development, the full length and width of the adjacent Right of Way shall be sealed and drained in accordance with the City's specification at the full cost of the develop;

**7. Acoustic Report**

An Acoustic Report shall be prepared and approved by the City prior to the lodgement of a building permit application, in accordance with the City's Policy No. 7.5.21 relating to Sound Attenuation. The recommended measures of the acoustic report shall be implemented and certification provided by an acoustic consultant that the measures have been undertaken, prior to the first occupation of the development;

**8. Construction Management Plan**

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction Management Plans and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

**9. Environmentally Sustainable Design**

Prior to the issuing of an Occupancy Permit, the Applicant must implement the recommendations of the submitted Sustainable Design Assessment Report. All initiatives must be maintained for the duration of the development, to the satisfaction of the City; and

**10. General**

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

**PURPOSE OF REPORT:**

To consider an application for development approval for four dwellings (Multiple) at No. 157 Loftus Street, Leederville (subject site).

**PROPOSAL:**

The application proposes the development of four two-storey multiple dwellings; consisting of three, three bedroom multiple dwellings and one, two bedroom multiple dwelling. Each dwelling will be provided with separate vehicle access from Austen lane and the right of way (ROW). A total of eight car parking bays have been included onsite with two car bays provided in tandem formation for each unit.

**BACKGROUND:**

<b>Landowner:</b>	Kentville holdings Pty Ltd
<b>Applicant:</b>	Pindan Homes Pty Ltd
<b>Date of Application:</b>	26 September 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R60
<b>Built Form Area:</b>	Transit Corridor (Three storey height limit)
<b>Existing Land Use:</b>	Single House
<b>Proposed Use Class:</b>	Dwellings (Multiple)
<b>Lot Area:</b>	534m <sup>2</sup> (The property is subject to road widening and ROW widening)
<b>Right of Way (ROW):</b>	Yes, 4.0 to 5.0 metres wide, drained and sealed
<b>Heritage List:</b>	No

The subject site is located at No. 157 Loftus Street, Leederville, as shown on the location plan included as **Attachment 1**. The subject site currently comprises of a single storey house.

The subject site is bound by Loftus Street to the east and Austen Lane to the south. The immediate adjoining properties adjacent Loftus Street are characterised by single storey houses and the surrounding properties adjacent Austen Lane are characterised by single and double storey houses. The property directly adjoining the northern lot boundary has undergone a survey strata subdivision and consists of an existing single storey grouped dwelling fronting Loftus Street and two vacant lots to the rear which have recently been approved for single storey grouped dwellings. Council has also approved an application for 10 multiple dwellings (across three storeys) at No. 161 Loftus Street. Development is currently in progress for the site.

Loftus Street is reserved as an Other Regional Road (ORR) in the Metropolitan Region Scheme (MRS) and is affected by a 1.1 metre portion of ORR reservation as per the Department of Planning, Lands and Heritage (DPLH) Land Requirement Plan. The property is also subject to a one metre ROW widening requirement.

A copy of the development plans is included as **Attachment 2** and the applicant's supporting information of the proposed development is included as **Attachment 3**.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy and the State Government's Residential Design Codes (R Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table. Administration has used a net site area of 504.65 square metres (the parent lot excluding the required road and RoW widening).

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
<b>Building Size</b>		✓
<b>Street Setback</b>		✓
<b>Front Fence</b>	✓	
<b>Lot Boundary Setbacks</b>		✓
<b>Building Height/Storeys</b>	✓	
<b>Roof Form</b>	✓	
<b>Open Space</b>		✓
<b>Outdoor Living Areas</b>	✓	
<b>Landscaping (R Codes)</b>	✓	
<b>Visual Privacy</b>		✓
<b>Parking &amp; Access</b>		✓
<b>Bicycle Facilities</b>	✓	
<b>Solar Access</b>	✓	
<b>Site Works/Retaining Walls</b>		✓
<b>External Fixtures</b>	✓	
<b>Surveillance</b>	✓	
<b>Environmentally Sustainable Design</b>		✓

**Detailed Assessment**

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

<b>Building Size</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.1.1</b>	
Plot Ratio: 0.7 (354.809m <sup>2</sup> )	Plot Ratio: 0.84 (425.7m <sup>2</sup> )
<b>Street Setback</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.1.3</b>	
Secondary street setback: 2.0m	Secondary street setback: 1.25m
<b>Lot Boundary Setbacks</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.1.4</b>	
<u>Western lot boundary</u>	<u>Western lot boundary</u>
Unit 4, Bedroom 3: 6.5m from the mid-point of the ROW	Unit 4, Bedroom 3: 6.4m from the midway point of the ROW
Unit 4, Balcony: 7.5m from the mid-point of the ROW	Unit 4, Balcony: 6.6m from the midway point of the ROW
<b>Open Space</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.1.5</b>	
Open space = 45%	Open space = 37.77%
<b>Visual Privacy</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.4.1</b>	
Unit 1, dining room: 4.5m	Unit 1, dining room: 4.4m
Unit 4, bedroom 2: 3.0m	Unit 4, bedroom 2: 2.6m
<b>Parking and Access</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.3.3</b>	
Visitor car parking bays: 1	Visitor car parking bays: Nil
<b>Site Works / Retaining Walls</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 6.3.6 and 6.3.7</b>	
Excavation and retaining: 0.5m	Excavation: 0.8m along the northern lot boundary

The above elements of the proposal do not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

**CONSULTATION/ADVERTISING:**

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 23 October 2018 and concluding on 5 November 2018. Community consultation was undertaken by means of written notification being sent to

surrounding landowners within a 75 metre radius of the subject property, as shown in **Attachment 1** and a notice on the City's website in accordance with the City's Policy No. 4.1.5 – Community Consultation. Four submissions were received by the City during the community consultation period. Two submissions were received objecting to the proposal and two submissions were received neither supporting nor objecting to the proposal.

The main issues raised as part of the consultation related to:

- Concerns regarding the building size and lack of open space due to the over development of the site;
- The bulk and mass of the development creating a negative impact on the current and evolving streetscape of Austen Lane;
- The lack of landscaping proposed and the visual impact of a hardstand streetscape;
- The shortfall in car parking increasing the reliance on street car parking to Austen Lane and Galwey Street;
- Concerns regarding road safety on Austen Lane and how local traffic would cope and be impacted within a narrow and congested street; and
- Driveways should be orientated to exit onto Austen Lane rather than the ROW to avoid damage to the adjoining property.

A summary of the submissions and Administration's responses is included as **Attachment 4**.

In response to the consultation process and the DRP referral (discussed below), the applicant provided responses to the submissions received (included as **Attachment 5**) and also lodged the following modifications:

- The removal of the visitor car parking bay which increases the open space and deep soil zone of the site;
- The setback to the Unit 4 garage being increased from 3.9 metres to 5.7 metres to provide for a second parking space in a tandem configuration;
- A context plan to portray the development within the existing streetscape;
- Sections of the development;
- An outline of the adjacent dwellings;
- An overshadowing diagram confirming shadow over Austen Lane; and
- A schedule of the materials and finishes to confirm the architectural features of the proposed development.

Administration subsequently provided the amended plans to the submitters who raised objections to the proposal to allow them to provide feedback on the amended plans. Administration did not receive any responses on the amended plans.

#### Department of Planning, Lands and Heritage

Administration referred the proposed development plans to the DPLH for comments. The comments received are included as **Attachment 6** and are summarised as follows:

- The site is affected by a 1.1 metre portion of ORR reservation for Loftus Street and no permanent structures are permitted within the road widening area;
- The access arrangements are in accordance with WAPC's Regional Roads (Vehicle Access) Policy which seeks to minimise the number of new crossovers onto regional roads;
- Given the proximity of the proposed development to the Other Regional Road, due considerations shall be given to State Planning Policy 5.4 - Road and Rail Transport Noise and Freight Considerations in Land Use Planning; and
- The DPLH has no objection to the proposal on regional planning transport grounds subject to the above recommendations.

To address the DPLH comments, Administration recommends the imposition of a condition requiring the submission of an acoustic report for approval by the City prior to the lodgement of a building permit.

#### **Design Review Panel (DRP):**

Referred to DRP:            Yes

Administration referred the original development plans to the Chair of the DRP for comments. The comments received are included as **Attachment 7** and are summarised as follows:

- The applicant should consider pitching the roof from the high point north to the low point south to enable northern light to penetrate the upper living areas and/or bedrooms. This would also improve the massing and aesthetics of the building from the two streets;
- The visitor bay is in an awkward location and the City should encourage its deletion as it impacts on the amenity of Unit 3;
- An elevation or 3D image showing the development in context;
- Provide north-south and east-west sections of the development from the right-of-way to Loftus Street;
- Provide plans of the northern lot and development west of the right-of-way;
- Show shadow diagrams; and
- Prepare external materials and finishes schedule.

The modified plans appropriately address the comments made by the DRP.

#### **LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.5.21 – Sound Attenuation; and
- Policy No. 7.5.23 – Construction Management Plans.

In accordance with Schedule 2 Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant will have the right to apply to the State Administrative Tribunal for a review of Council's determination.

#### **Delegation to Determine Applications:**

This matter is being referred to Council in accordance with the City's Delegated Authority Register as the proposed development incorporates more than three dwellings.

#### **RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Building Size

- The property is located in a Transit Corridor built form area permitting a maximum building height of three storeys. The development proposes two storeys which minimise the building bulk on adjoining properties and is consistent with the existing built form of the locality which is predominantly single storey and double storey dwellings;
- The design of the development incorporates multiple articulations and open style balconies to the street which provide visual relief and a significant reduction of building bulk to the streetscape;
- The development incorporates a number of design measures to reduce the impact of bulk and scale to the surrounding properties including feature face brickwork (Midland Brick Subiaco Red), feature cladding (James Hardie Primeline Cladding, Newport, Timber Look Stain) and multiple extensive major openings which assist in the breakup of solid wall dominating the streetscape. The provision of major openings and balconies provide an 'open' appearance to the building and significantly reduced the overall building mass to the street; and
- Landscaping has also been incorporated around the perimeter of the building. The landscaping proposed assists in softening the appearance of the built form and mitigating effects of the building to the street.

The proposed development retains elements of the existing character building onsite by incorporating the predominant building material of red brick. The development proposes elevations that are well articulated with contrasting materials, colours, openings and façade depths that moderate the visual impact of the built form. The proposal has been developed within the building envelope with regard to building height, street and lot boundary setbacks. The proposal meets the design principle of the R Codes and is acceptable.

Street Setback

In considering the acceptability of the secondary street (Austen Lane) setback proposed, the following is noted:

- The design of the proposal has incorporated balconies to the secondary street and the support structures of the balconies protrude into the secondary street setback area only with the main building line setback greater than required;
- The proposal provides an articulated façade to the street together with contrasting materials and finishes and numerous significant glazed major openings to the external walls of the building;
- The design provides articulation of the building on the secondary street and minimise the impact of building bulk on the adjoining properties from Austen Lane; and
- The street setback proposed is an appropriate distance as the area between the development and the street boundary has allowed significant landscaping to the secondary street façade which reduces the impact of development on adjoining properties and contributes to a desirable streetscape.

The proposal meets the design principles of the R Codes and is supported.

Lot Boundary Setback

The application involves an upper floor setback of 6.4 metres from the main building line and a 6.6 metre setback from the balcony, both measured from the mid-point of the Right of Way.

In considering the acceptability of the lot boundary setback proposed, the following is noted:

- The development has been designed to incorporate a courtyard area between the main building and the ROW which will allow the provision of considerable landscaping at ground level. This includes three 45 litre Magnolia Little Gem Trees and a 100 litre Gleditsia Sunburst which are positioned immediately between the ROW and the proposed dwelling. The trees assist in minimising the impact of the development from the neighbouring property and provide a sense of open space between the subject dwelling and the dwelling on the other side of the ROW;
- The development has been designed to not present excessive bulk to the adjoining property from the western lot boundary as the proposal incorporates various materials and finishes, including;
  - Subiaco Red feature face brick work which is incorporated to the ground floor design of the building and to the boundary fence which has been selected to maintain the character of the existing dwelling onsite;

- Timber look stain feature cladding material to the upper storey portion of the wall between the white rendered brickwork and the roof line of the building which has been selected as a distinctive character material of the local area; and
- Multiple large glazed openings including an open balcony to minimise the solid visual aspect of the development to the neighbouring properties;
- The setbacks proposed from the ROW are appropriate in maintaining adequate ventilation and sunlight to the proposed development and the existing dwelling on the other side of the ROW; and
- The City did not receive comments regarding the lot boundary setback provision.

The proposal meets the design principles of the Built Form Policy with regards to lot boundary setbacks and is supported.

#### Open Space

- The proposal has been designed to allow for considerable open space surrounding the development which minimises the visual aspect of the building to the street and allows for deep soil vegetation including 13 trees that address Austen Lane, three trees that address Loftus Street and four trees that address the ROW;
- Courtyard space has been proposed for each of the units on the northern lot boundary in addition to the balconies for each individual unit. The courtyard space provides further opportunities for residents to use space external of the building, reduces the impact of building bulk on the adjoining property and allows for further tree canopy;
- The building has been designed to provide multiple articulations and setbacks from the street and particularly to the northern lot boundary which maintains direct sun and ventilation and overall amenity to the surrounding properties; and
- The proposal effectively sets aside approximately 30 square metres of land for road widening. Inclusion of that area as part of the calculation would increase open space to approximately 42 percent.

The proposal meets the design principles of the R Codes and is supported.

#### Visual Privacy

In accordance with the R Codes, major openings to bedrooms require a 3 metre setback from the lot boundary and major openings to dining rooms require a 4.5 metre setback. Bedroom 2 to Unit 4 would be setback 2.6 metres from the northern lot boundary and the dining room of Unit 1 would be setback 4.4 metres from the northern lot boundary.

In considering the acceptability of visual privacy proposed, the following is noted:

- The setback of the Dining Room is only 0.1m from being Deemed-to-Comply.
- A major opening is proposed to the upper floor, abutting the stair case of Unit 1 which is proposed to soften the extent of solid wall on the northern elevation by providing glazing and a means of northern light to the upper storey areas of the dwelling. The small portion of overlooking extends into the adjoining property's pedestrian access way and would not overlook any active habitable space;
- Bedroom 2 of Unit 4 proposes a major opening on the west elevation which overlooks the adjoining property of No. 159A Loftus Street within the cone of vision. The cone of vision is subject to overlooking of the proposed (approved) roof cover over the front entry and car parking bay. The overlooking would not pose an undue impact on the neighbour's outdoor active habitable area; and
- The City did not receive comments regarding the visual privacy provision.

The proposal meets the design principles of the R Codes and is supported.

#### Car Parking

In considering the acceptability of the lack of a dedicated visitor bay, the following is noted:

- The development has been designed to provide two exclusive car parking bays in a tandem formation for each unit. The resident car parking provided onsite exceeds the requirement in accordance with the R Codes by three bays.
- The application involves the provision of bicycle facilities which are located directly in front of the entry to each unit which is appropriate and convenient to the occupants and visitors. The bicycle facilities



provided onsite exceed the requirement of the R Codes which requires one bicycle facility to each three dwellings and one bicycle facility to each ten dwellings for visitors;

- The property is located on a high frequency bus route and is directly adjacent a bus stop on Loftus Street. The property is located in an area that provides alternate transport options given its location on a major bus route;
- The existing single dwelling on site does not accommodate any visitor parking;
- There are opportunities for on-street parking within Austen Lane on the development side (north) between the ROW and Loftus Street; and
- On-street parking in Austen Lane occurs currently and any occasional visitor parking resulting from the subject development would not have a significant impact on the local area.

The proposal meets the design principles of the R Codes and is supported.

#### Site Works and Retaining Walls

The development proposes portions of excavation and retaining walls of up to 0.8 metres along the northern lot boundary at its maximum point before tapering down to be consistent with the natural ground level.

In considering the acceptability of the site works and retaining walls proposed, the following is noted:

- The excavation is proposed to provide a consistent finished floor level for the dwellings and the courtyards that will be of benefit to the residents specifically to Units 2 and 3;
- The retaining walls are proposed at a height of 0.8 metres at its maximum height before tapering down toward the street as the site becomes level. The retaining walls are required to provide support of the proposed different ground levels between the subject property and the neighbouring property;
- The proposed site works and retaining walls would be below natural ground level and do not pose an undue impact on the locality; and
- The City did not receive comments regarding the site works and retaining walls.

The proposal meets the design principles of the R Codes and is supported.

#### Environmentally Sustainable Design

The applicant provided an ESD Report which forms part of the application to satisfy the requirements of the City's Built Form Policy. The ESD Report is included in **Attachment 8**.

As per the requirements of the Built Form Policy, the ESD Report demonstrates that the development:

1. Maximises passive solar heating, cooling, natural ventilation and light penetration;
2. Is capable of recovery and re-use of water run-off;
3. Installation of climate moderation devices can be incorporate into the building design; and
4. Is capable of achieving a 5 star Green Star rating in accordance with the Green Building Council of Australia's Green Star rating system.

The ESD Report outlines the following features that will be considered during construction, including:

- Indoor environment quality;
- Energy efficiency;
- Water efficiency;
- The use of high durable materials;
- Minimal emissions; and
- Building innovation.

The report demonstrates that the development has been designed to achieve the ESD outcomes which are equivalent to a 5 Star Green Star building. The proposal satisfies the environmentally sustainable design requirements of the City's Built Form Policy and is acceptable. It is recommended that a condition be imposed requiring the submitted ESD report to be implemented.

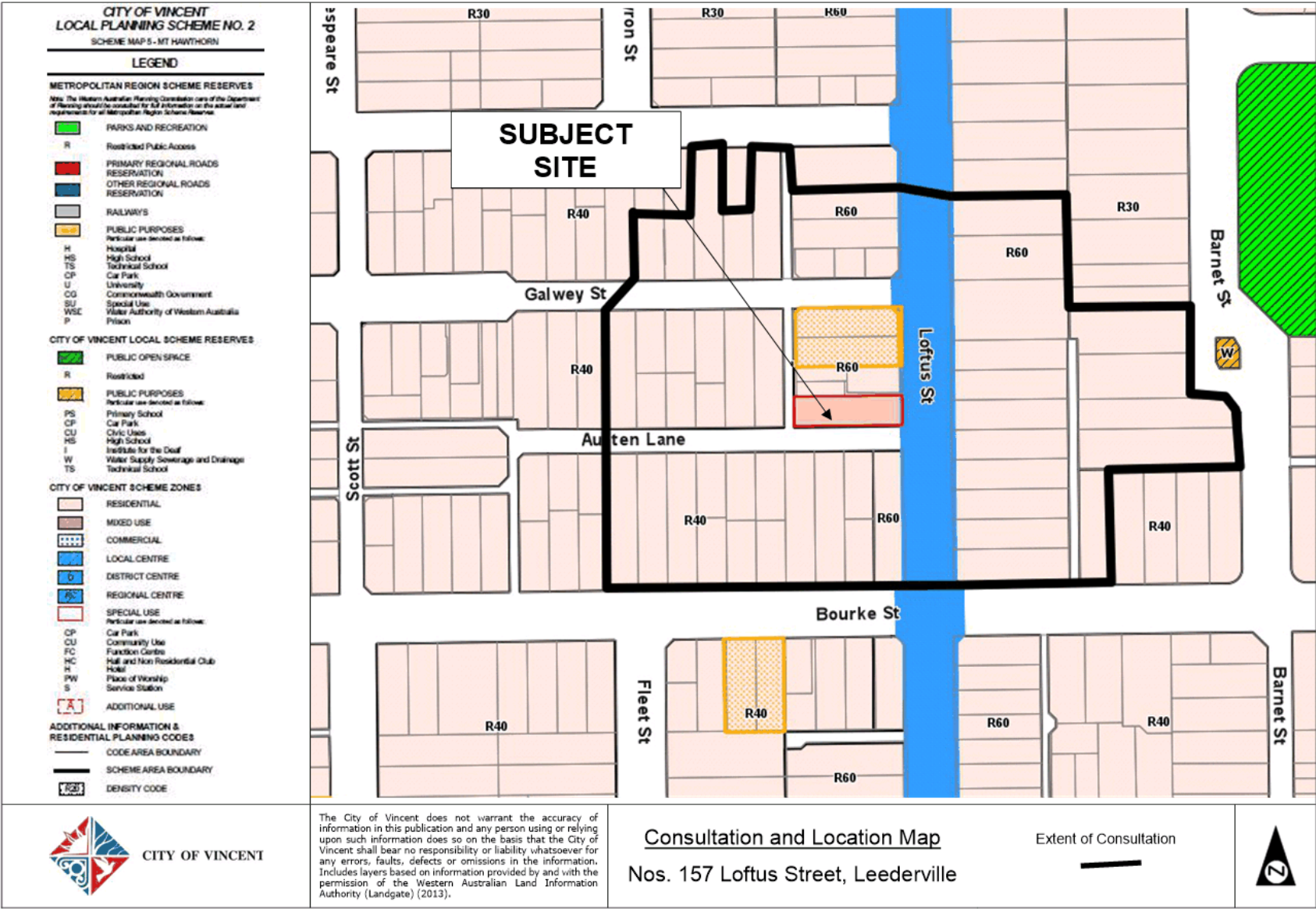
#### Landscaping

The application provides for 14.43 percent deep soil zone and 31.74 percent tree canopy cover at maturity. Given that the site is capable of accommodating over 30 percent canopy, the proposed deep soil zone

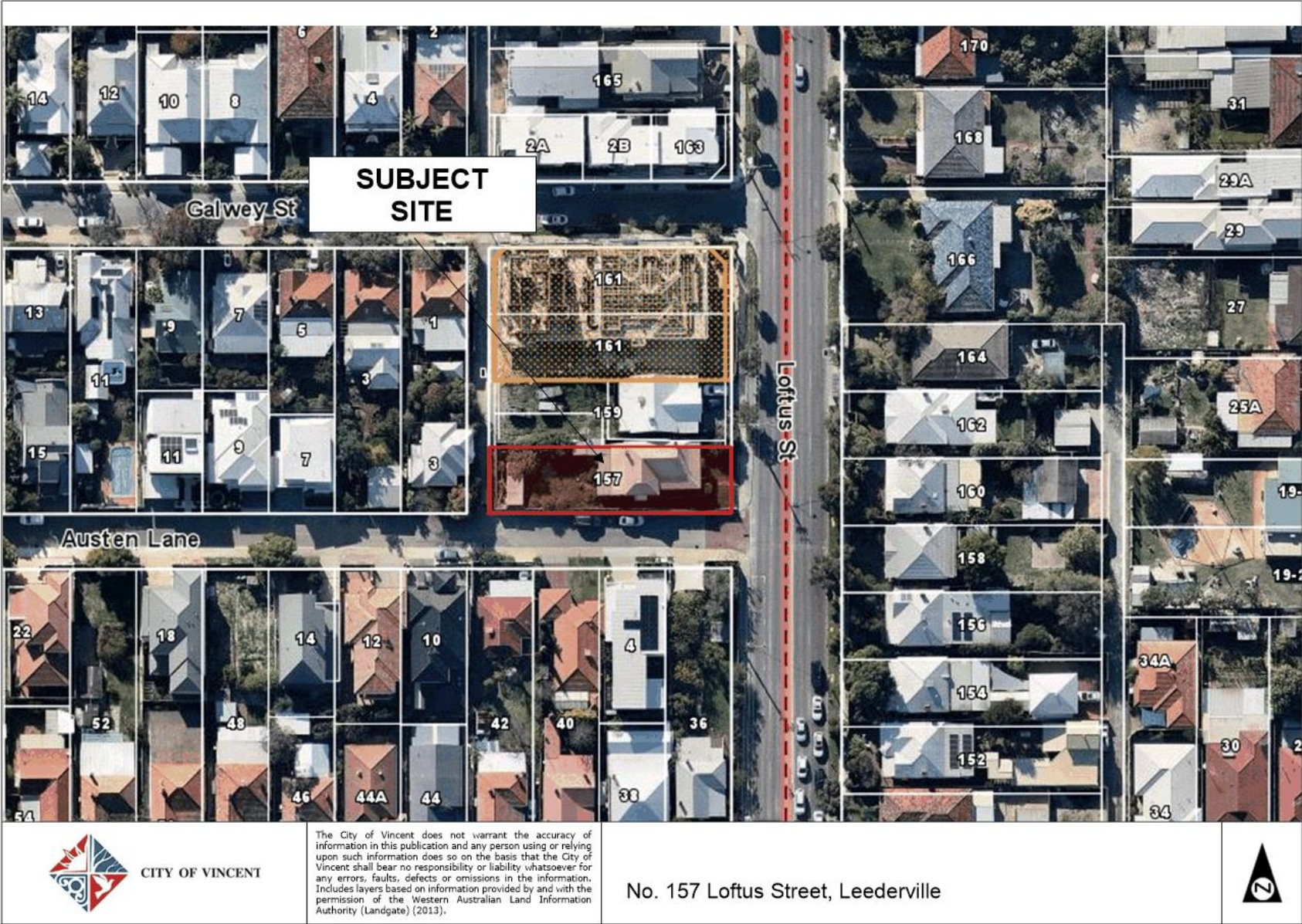
(being 14.43 percent rather than a deemed-to-comply 15 percent) is considered acceptable, although a detailed landscaping plan is required to confirm the acceptability of the tree species and the reticulation details. Should the application be approved, it is recommended that a condition be imposed for a Landscape and Reticulation Plan to be submitted and approved prior to completion of the development.

#### Conclusion

The proposal requires Council to exercise its discretion in relation to building size, street setback, lot boundary setback, open space, landscaping, car parking, site works, retaining walls and visual privacy for this development. The proposed development has been designed to reduce impact on the surrounding properties and the streetscape of Loftus Street and Austen Lane. The applicant has proposed appropriate landscaping of the site, varying materials and finishes and major open style glazing of the dwellings which would reduce impacts of building bulk and provide additional amenity for the locality. It is recommended that the application be approved subject to conditions.









PROPOSED  
KENTVILLE HOLDINGS PTY LTD  
(AS TRUSTEE FOR THE MARZEC SUPERANNUATION FUND)  
DEVELOPMENT

LOT 17 (#157) LOFTUS STREET,  
LEEDERVILLE





PROPOSED  
KENTVILLE HOLDINGS PTY LTD  
(AS TRUSTEE FOR THE MARZEC SUPERANNUATION FUND)  
DEVELOPMENT

LOT 17 (#157) LOFTUS STREET,  
LEEDERVILLE



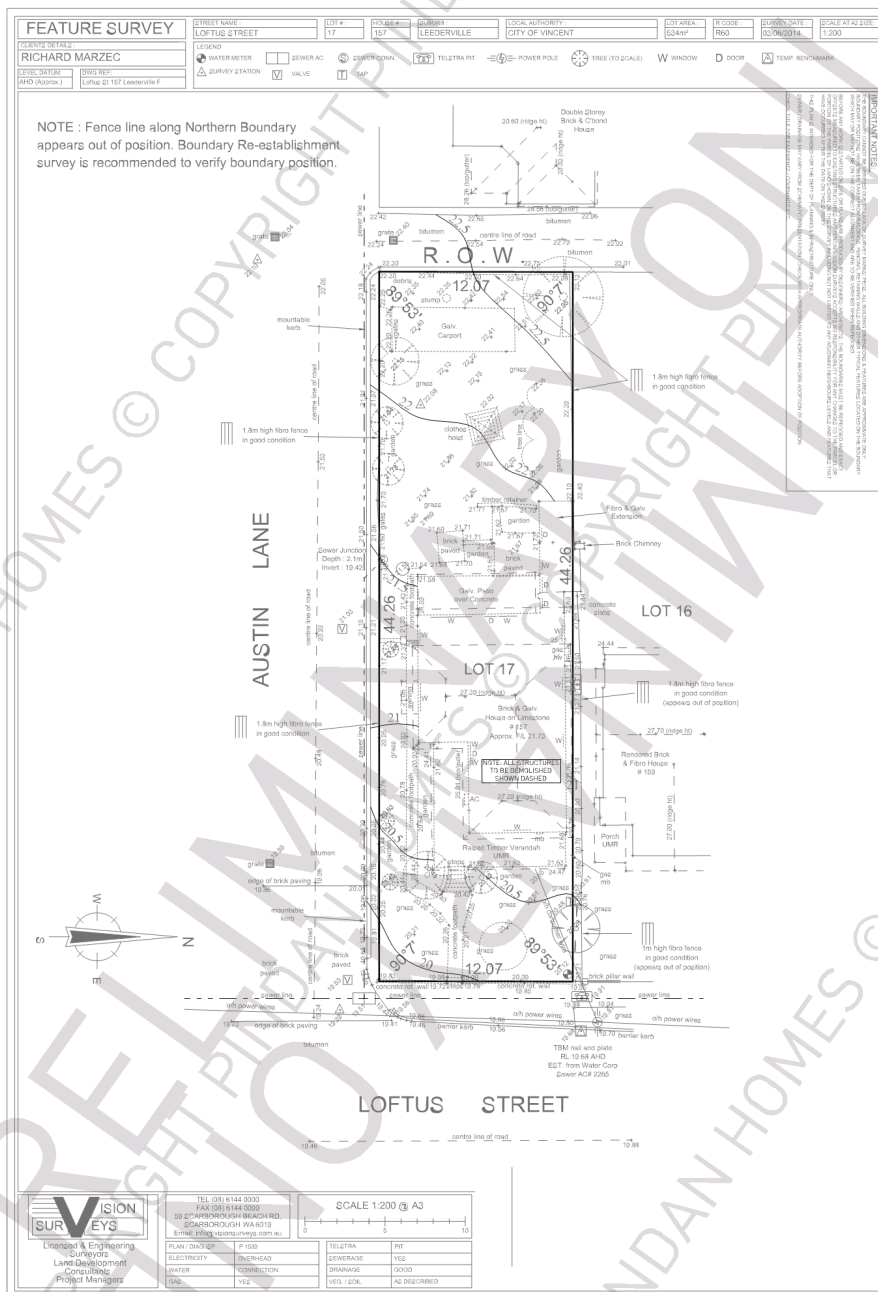
CONTEXT PLAN



3 STOREY APARTMENT BUILDINGS  
+ 300

PARKING PROVIDED  
EGENTS-7  
ST/SH-1

VEHICLE BAYS PROVIDED  
BAYS



THIS IS THE DRAWING REFERRED TO IN THE  
CONTRACT DATED:

PROPRIETOR  
WITNESS  
BUILDER  
WITNESSES

**SITE PLAN NOTES:**  
FINISHED FLOOR LEVEL MAY VARY +/- 100mm

**PINDAN HOMES**

191 Great Eastern Highway,  
Belmont WA 6104  
P.O. Box 93  
Belmont WA 6104  
Tel: (08) 9471 5300  
www.pindanhomes.com.au

**LOT 17 (#157) LOFTUS STREET, LEEDERVILLE**  
**KENTVILLE HOLDINGS PTY LTD**  
**VINCENT**  
**SPECIAL LIFESTYLE**

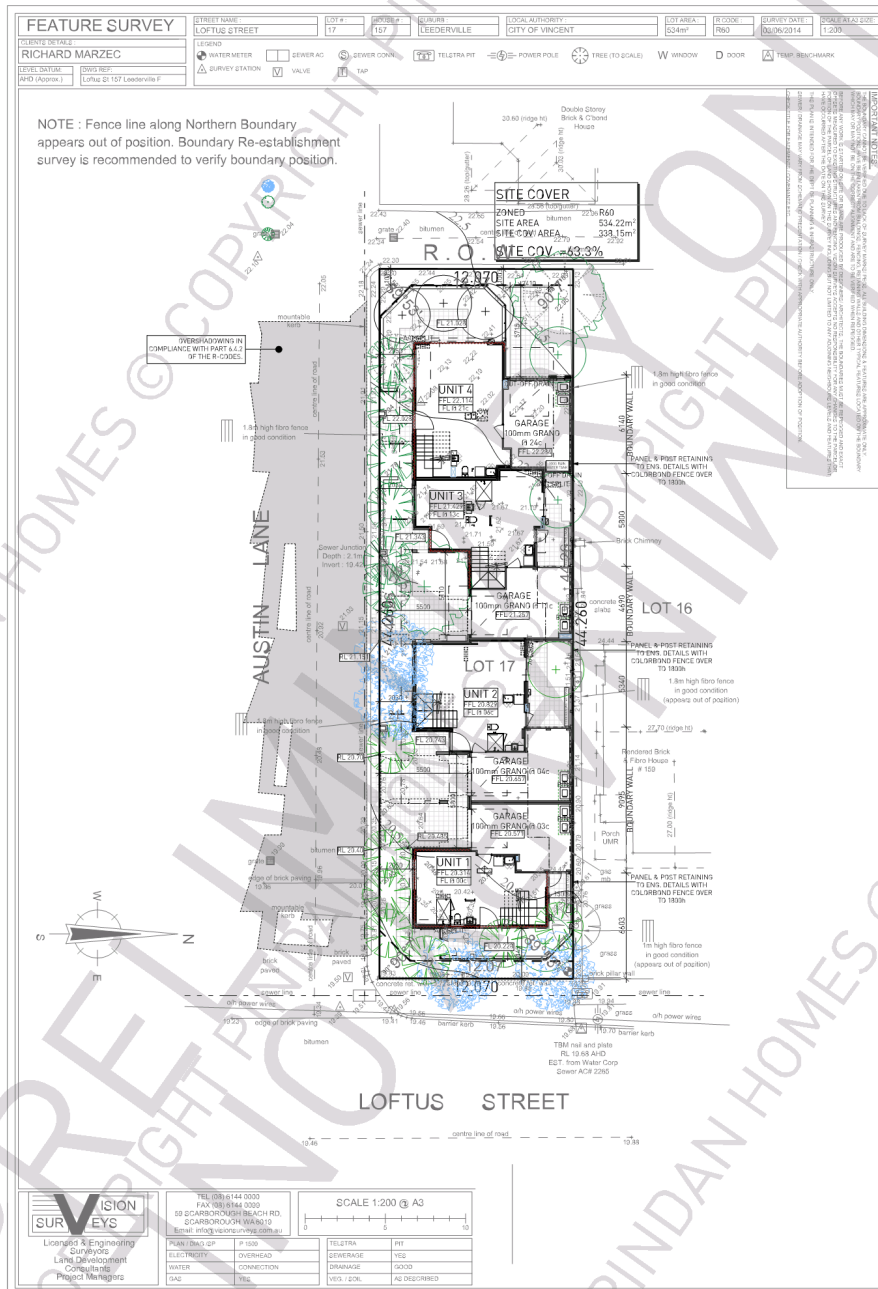
REV	DATE	SHEET	DESCRIPTION	BY	C
1	18/07/18	ALL	EGG FOR PLANNING	01	1
2	18/07/18	ALL	PLANNING AMENDMENTS	01	1
3	18/07/18	ALL	PLANNING AMENDMENTS	01	1

DRAWING	DEMOLITION PLAN	A2
JOB NO.	SW180704	SCALE 1:200
DWG NO.	SW180704	REV NO. 2

**DISCLAIMER:** This design & drawing remains the sole property of Pindan Homes and shall not be copied, sold or circulated in any format without explicit written consent from Pindan Homes directors.



3 STOREY APARTMENT BUILDING  
(1:500)  
PARKING PROVIDED  
ESENTS-7  
ST/SH-1  
VCL BAYS PROVIDED  
BAYS



SITE PLAN  
1:200

THIS IS THE DRAWING REFERRED TO IN THE  
CONTRACT DATED:

PROPRIETOR:  
WITNESS:  
BUILDING:  
WITNESS:



191 Great Eastern Highway,  
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LOT 17 (157) LOFTUS  
STREET, LEEDERVILLE  
KENTVILLE  
HOLDINGS PTY  
LTD

VINCENT SPECIAL  
LIFESTYLE

REV	DATE	SHEET	DESCRIPTION	BY	C
1	15/01/18	ALL	AS PER PLANNING	01	1
2	16/01/18	ALL	PLANNING AMENDMENTS	01	1
3	20/01/18	ALL	PLANNING AMENDMENTS	01	1

DRAWING: SITE PLAN SCALE: 1:200

JOB NO: SW180704 SCALE: 1:200  
DWG NO: SW180704.04 REV NO: 2

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PLOT RATIO: 1:1  
PLOT RATIO: 433.93 / 534m<sup>2</sup> = 0.812

DEEP SOIL ZONES  
DEEP SOIL AREA: 79.19

\*\*\*NOTE\*\*\*  
IS SUSPENDED SLAB SUBJECT TO  
BUILDING SURVEYOR APPROVAL

LANDSCAPE LEGEND	
	10% CHINESE TALLOW 25m CANOPY
	10% OLEIFOLIA SUNBURST 25m CANOPY
	45% MANILLA LITTLE TREE 7m CANOPY
	45% EUCALYPTUS DEASIA 7m CANOPY
	1800m COLOURBOND FENCE

NOTE: LANDSCAPING STOWN INDICATIVE ONLY  
PLANS TO BE PREPARED BY A REGISTERED  
LANDSCAPE ARCHITECT TO COMPLY WITH CITY OF  
VINCENT POLICY 7.1.1.1 PRIOR TO DEVELOPMENT  
APPLICATION

**R-CODE VARIATIONS:**

4.1.1 BUILDING SIZE  
• Plot Ratio exceeds 0.7

4.1.4 LOT BOUNDARY SETBACKS  
• North boundary non-compliant (102 m)

4.3.1 OPEN SPACE  
• Open space non-compliant (45% Req.)

4.3.2 LANDSCAPING  
• Carparking within secondary street setback

4.3.4 DESIGN OF CAR PARKING SPACES  
• Carparking visible from street

4.3.6 DESIGN OF CAR PARKING SPACES  
• Visitor Bays provide an accessible path of travel for people with disabilities

4.3.6 SITE WORKS  
• Excavation greater than 0.5m

4.3.7 RETAINING WALLS  
• Retaining greater than 0.5m

4.4.1 VISUAL PRIVACY  
• Overlooking from Unit 1

**PLANNING POLICY 7.1.1 NOTES:**

4.1.1 LANDSCAPING  
• Deep soil zone area non-compliant  
• Canopy cover TBA - Pending Landscape Plan  
• Landscape maintenance schedule pending

4.2.3 ENVIRONMENTALLY SUSTAINABLE DESIGN  
• Greywater suitability to be confirmed  
• Insufficient property area to be able to approve the necessary setbacks and area required for landscaping  
• 5 star Green Star Rating pending

#### LANDSCAPE CALCULATIONS:

SITE AREA = 534.22m<sup>2</sup>  
R.O.W. AREA = 13.28m<sup>2</sup>  
ROAD WIDENING = 14.07m<sup>2</sup>  
REDUCED SITE AREA = 506.87m<sup>2</sup>

DEEP SOIL ZONE RED = 76.03m<sup>2</sup> = 15%  
• PROVIDED = 79.26m<sup>2</sup> = 15.63%

PRIMARY FRONT SETBACK AREA (EXCLUDING ROAD WIDENING) = 22.78m<sup>2</sup>  
• SOFT LANDSCAPE PROVIDED = 11.54m<sup>2</sup> = 50.92%

CANOPY COVER REQUIRED = 152.06m<sup>2</sup> = 30%  
• PROVIDED = 153.37 = 30.25%

#### NCC VOL 1 NOTES:

• PART 10 ACCESSIBILITY FOR PEOPLE WITH DISABILITY - SUBJECT TO BUILDING SURVEYOR APPROVAL

#### WORKS BY OWNER:

THESE WORKS DO NOT FORM PART OF THE CONTRACT

- DEMOLITION
- RAIN WATER TANKS BY OWNER
- DRY WATER
- FLOOR COVERINGS (EXCLUDING WET AREAS)
- LANDSCAPING
- WINDOW TREATMENTS
- DATES
- INTERNAL WALL PAINTING
- AIR CONDITIONING

**SITE COVER**

ZONED R60  
SITE AREA 534.22m<sup>2</sup>  
SITE COV. AREA 338.15m<sup>2</sup>  
SITE COV. = 63.3%

MAX 50% R-CODE VARIATION REQUIRED



AREAS	AREA (m <sup>2</sup> )	PERIM (m)
U1		
GF AREA	38.78	27.13
FF AREA	62.13	33.75
GARAGE/ST	25.04	
PORCH	8.14	
BALCONY	14.80	
U1 TOTAL AREA	148.91 m <sup>2</sup>	
U2		
GF AREA	47.82	28.99
FF AREA	40.03	33.74
GARAGE/ST	24.97	
PORCH	13.34	
BALCONY	12.34	
U2 TOTAL AREA	149.47 m <sup>2</sup>	
U3		
GF AREA	45.85	31.90
FF AREA	47.57	40.92
GARAGE/ST	24.34	
PORCH	1.44	
BALCONY	17.01	
U3 TOTAL AREA	146.01 m <sup>2</sup>	
U4		
GF AREA	49.25	29.81
FF AREA	48.72	34.73
GARAGE/ST	24.34	
PORCH	1.13	
BALCONY	11.69	
U4 TOTAL AREA	155.13 m <sup>2</sup>	
TOTAL AREA	613.52 m <sup>2</sup>	
ROAD AREAS		
GF ROAD	35.89	0.00
FF ROAD	272	63.60
	328.00 m <sup>2</sup>	63.60 m

#### DESIGN NOTES

THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

- INSTRUMENTED CONCRETE SLAB (FIRST FLOOR)
- CEILING HEIGHTS (AFL):  
GF 31c U.O.N.  
FF 31c U.O.N.
- RENDER EXTERNALLY TO ENTIRE EXTERIOR
- WINDOW HEAD HEIGHTS (AFL):  
GF 28c U.O.N.  
FF 28c U.O.N.
- INTERNAL DOOR HEIGHTS (AFL):  
GF 2340mm U.O.N.  
FF 2340mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLER'S RECOMMENDATIONS (BY OWNER)

#### GENERAL NOTES:

- EXTENT OF PAVING & LANDSCAPING SHOWN FOR ILLUSTRATION PURPOSES ONLY - REFER CONTRACT FOR ALLOWANCES
- SERVICES TO BE CONFIRMED PRIOR TO FINAL WORKING DRAWINGS
- FINAL HOUSE POSITION IS SUBJECT TO FEATURE SURVEY, COUNCIL AND / OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BUILDING ENERGY EFFICIENCY REQUIREMENTS
- PURPOSE OF THIS PLAN FOR ILLUSTRATION PURPOSES ONLY
- NO ALLOWANCE FOR NEW FENCING, REMOVAL AND RELAYING OF EXISTING FENCING, POLE FENCING, RATES OR RETAINING WALLS UNLESS NOTED IN THE CONTRACT
- NO ALLOWANCE HAS BEEN MADE FOR TEMPORARY FENCING DURING THE COURSE OF CONSTRUCTION
- INSTALLATION OF NEW FENCING OR RE-INSTALLMENT OF THE OLD FENCING UNLESS NOTED IN THE CONTRACT
- NEGOTIATING & GAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 10.2 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 120mm RESTRICTED OPENINGS AS PER AS 2014 AS/NZS 4454.2:2014 SECTION 3.1.2.5 PROTECTION OF OPENABLE WINDOWS

#### PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD

SITE ADDRESS:

LOT 17 (151) LOFTUS STREET, LEEDERVILLE

DATE: 18/07/18

SKETCH NO: SW180704

REVISION NO: 0

ZONING: R60

DESIGN TYPE: SPECIAL

SPECIFICATION: LIFESTYLE

HOME CONSULTANT: CS

DRAWN BY: DE

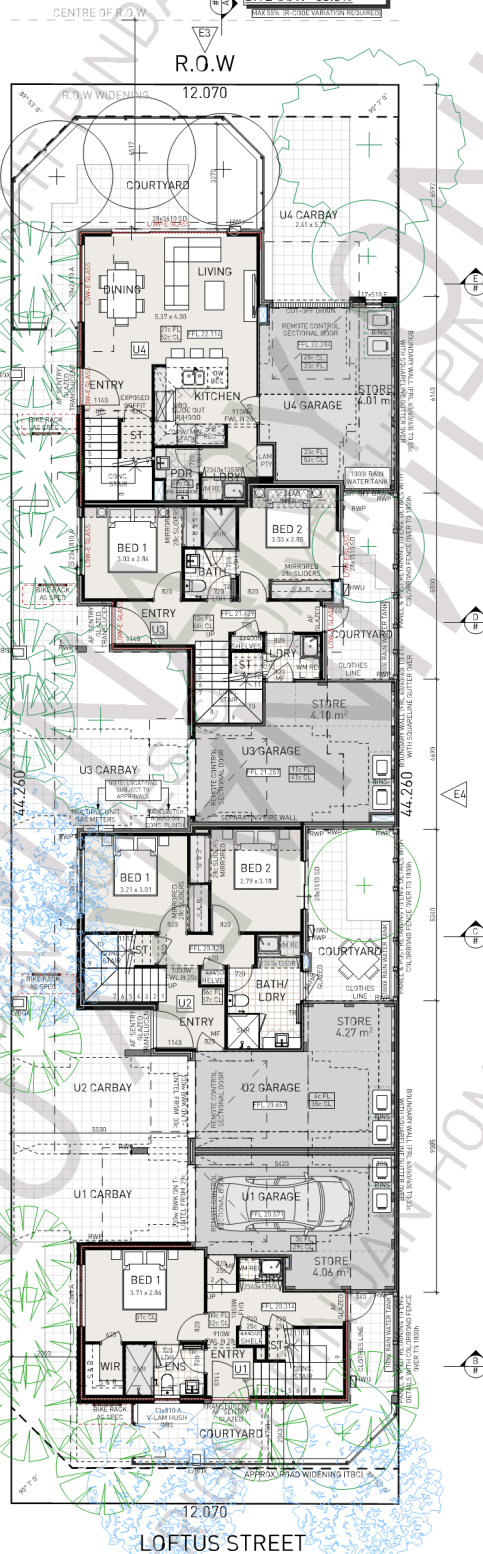
PLANNING APPL: YES

LOCAL AUTHORITY: VINCENT

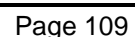
BAL: N/A

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Belmont WA 6104  
P.O. Box 93  
Belmont WA 6104  
Tel: (08) 9471 5300

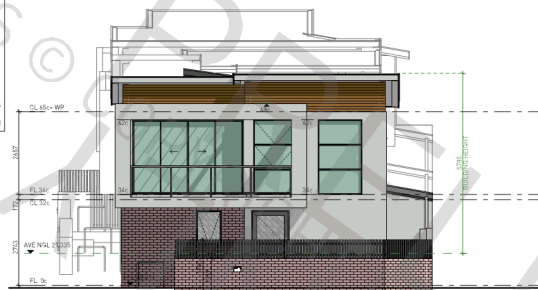


GROUND FLOOR PLAN  
Scale 1:100



**DESIGN NOTES**  
THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

- NG10 SUSPENDED CONCRETE SLAB (FIRST FLOOR)
- CEILING HEIGHTS (AFL) OF 31c U.O.N.
- FF 31c U.O.N.
- RENDER EXTERNALLY TO ENTIRE HOME, INC. INSIDE GARAGE
- WINDOW HEAD HEIGHTS (AFL) OF 20c U.O.N.
- FF 20c U.O.N.
- INTERNAL DOOR HEIGHTS (AFL) OF 2340mm U.O.N.
- FF 2340mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLERS RECOMMENDATIONS (BY OWNER)



ELEVATION 1  
Scale 1:100



ELEVATION 3  
Scale 1:100



ELEVATION 2  
Scale 1:100



ELEVATION 4  
Scale 1:100



AREAS	AREA (m <sup>2</sup> )	PERM (m)
U1		
GF AREA	38.78	27.09
FF AREA	62.13	33.75
GARAGE/ST	25.04	
PORCH	8.16	
BALCONY	14.80	
U1 TOTAL AREA	148.91	
U2		
GF AREA	47.82	28.99
FF AREA	60.03	33.94
GARAGE/ST	24.97	
PORCH	1.31	
BALCONY	13.34	
U2 TOTAL AREA	147.47	
U3		
GF AREA	45.85	31.90
FF AREA	62.59	40.92
GARAGE/ST	24.12	
PORCH	1.44	
BALCONY	19.01	
U3 TOTAL AREA	149.01	
U4		
GF AREA	47.35	29.81
FF AREA	68.72	34.73
GARAGE/ST	24.24	
PORCH	1.13	
BALCONY	11.69	
U4 TOTAL AREA	153.13	
TOTAL AREA	613.52	
ROOF AREAS		
GF ROOF	AREA (m <sup>2</sup> )	PERM (m)
FF ROOF	25.89	0.00
	292.11	63.60
	328.00	63.60

#### GENERAL NOTES:

- EXTENT OF PAVING & LANDSCAPING SHOWN FOR ILLUSTRATION PURPOSES ONLY - REFER CONTRACT FOR ALL WORKS
- SERVICES TO BE CONFIRMED PRIOR TO FINAL WORKING DRAWINGS
- FINAL HOUSE POSITION IS SUBJECT TO FUTURE SURVEY, COUNCIL AND/OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BCA ENERGY EFFICIENCY REQUIREMENTS
- FURNITURE SHOWN FOR ILLUSTRATION PURPOSES ONLY
- NO ALLOWANCE FOR NEW FENCING, RETAINING AND/OR BELIATION OF EXISTING FENCING, POLE FENCING, GATES OR RETAINING WALLS UNLESS NOTED IN THE CONTRACT
- NO ALLOWANCE HAS BEEN MADE FOR TEMPORARY FENCING DURING THE COURSE OF CONSTRUCTION
- INSTALLATION OF NEW FENCING OR RE-INSTALLATION OF THE OLD FENCING UNLESS NOTED IN THE CONTRACT
- NEGOTIATING & OBTAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 3.8.2.3 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 10mm RESTRICTED OPENINGS AS PER 4.2.3.4 ACCORDING TO SECTION 3.8.2.3 PROTECTION OF OPENABLE WINDOWS

#### PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD

SITE ADDRESS:  
LOT 17 (M167) LOFTUS STREET,  
LEEDERVILLE

DATE: 18/07/18

SKETCH NO: SW180704

REVISION NO: 0

ZONING: R60

DESIGN TYPE: SPECIAL

SPECIFICATION: LIFESTYLE

HOME CONSULTANT: CS

DRAWN BY: DT

PLANNING/APPL: YES

LOCAL AUTHORITY: VINCENT

BAL: N/A

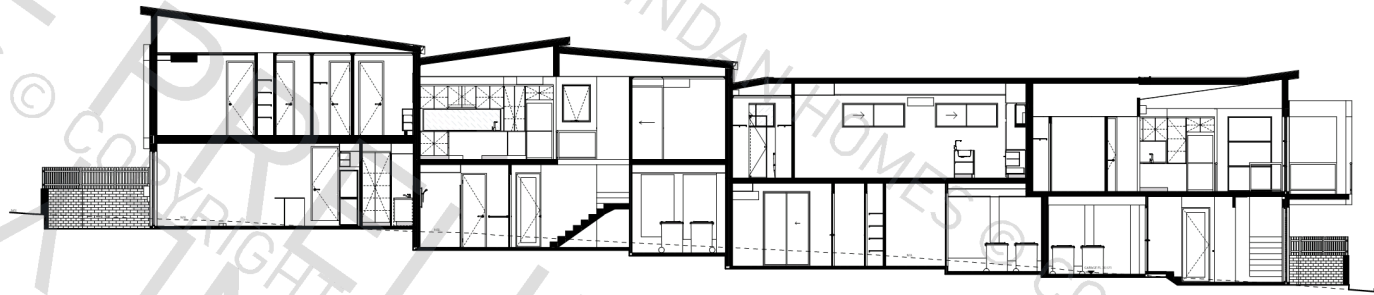
**PINDAN  
HOMES**

171 Great Eastern Highway,  
Belmont WA 6104  
PO Box 92  
Belmont WA 6994  
Tel: (08) 9471 5300  
www.pindanhomes.com.au

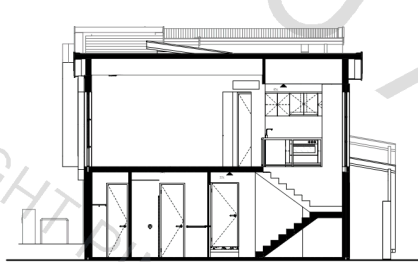


**DESIGN NOTES**  
THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

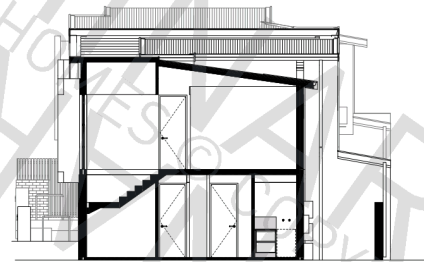
- IN-SITU SUSPENDED CONCRETE SLAB (FIRST FLOOR)
- CEILING HEIGHTS (APPL. OF 31% U.O.N.)
- RENDER EXTERNALLY TO ENTIRE HOME, INC. INSIDE GARAGE
- WINDOW HEAD HEIGHTS (APPL. OF 20% U.O.N.)
- INTERNAL DOOR HEIGHTS (APPL. OF 2300mm U.O.N.)
- FF 2300mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLERS RECOMMENDATIONS (BY OWNER)



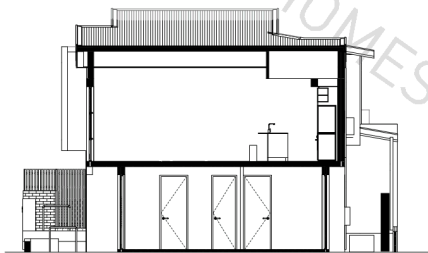
SECTION A  
Scale 1:100



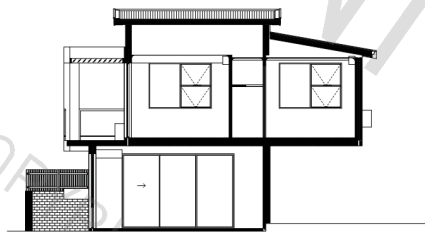
SECTION B  
Scale 1:100



SECTION C  
Scale 1:100



SECTION D  
Scale 1:100



SECTION E  
Scale 1:100



AREAS	AREA (m <sup>2</sup> )	PERIM (m)
U1		
GF AREA	38.78	27.09
FF AREA	62.13	33.75
GARAGE/ST	25.04	
PORCH	8.16	
BALCONY	14.80	
U1 TOTAL AREA	148.91 m <sup>2</sup>	
U2		
GF AREA	47.82	28.99
FF AREA	40.03	33.94
GARAGE/ST	24.97	
PORCH	13.31	
BALCONY	13.34	
U2 TOTAL AREA	149.47 m <sup>2</sup>	
U3		
GF AREA	45.85	31.90
FF AREA	67.59	40.92
GARAGE/ST	24.12	
PORCH	1.44	
BALCONY	19.01	
U3 TOTAL AREA	158.01 m <sup>2</sup>	
U4		
GF AREA	47.35	29.81
FF AREA	44.72	34.73
GARAGE/ST	24.24	
PORCH	1.13	
BALCONY	11.69	
U4 TOTAL AREA	135.13 m <sup>2</sup>	
TOTAL AREA	613.52 m <sup>2</sup>	
ROOF AREAS		
GF ROOF	25.89	0.00
FF ROOF	292.11	63.40
	328.00 m <sup>2</sup>	63.40 m

#### GENERAL NOTES:

- EXTENT OF PAVING & LANDSCAPING SHOWN FOR ILLUSTRATION PURPOSES ONLY - REFER CONTRACT FOR ALL WORKS
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- NO ALLOWANCE HAS BEEN MADE FOR TEMPORARY FENCING DURING THE COURSE OF CONSTRUCTION
- INSTALLATION OF NEW FENCING OR RE-STATEMENT OF THE OLD FENCING UNLESS NOTED IN THE CONTRACT
- NEGOTIATING & OBTAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 3.2.2 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 1000mm RESTRICTED OPENINGS AS PER AS 2946.2014, VOLUME SECTION 3.2.2 PROTECTION OF OPENABLE WINDOWS

#### PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD

SITE ADDRESS:  
LOT 17 (M167) LOFTUS STREET,  
LEEDERVILLE

DATE: 18/07/18

SKETCH NO: SW180704

REVISION NO: 0

ZONING: R60

DESIGN TYPE: SPECIAL

SPECIFICATION: LIFESTYLE

HOME CONSULTANT: CS

DRAWN BY: DT

PLANNING/APPL: YES

LOCAL AUTHORITY: VINCENT

BAL: N/A

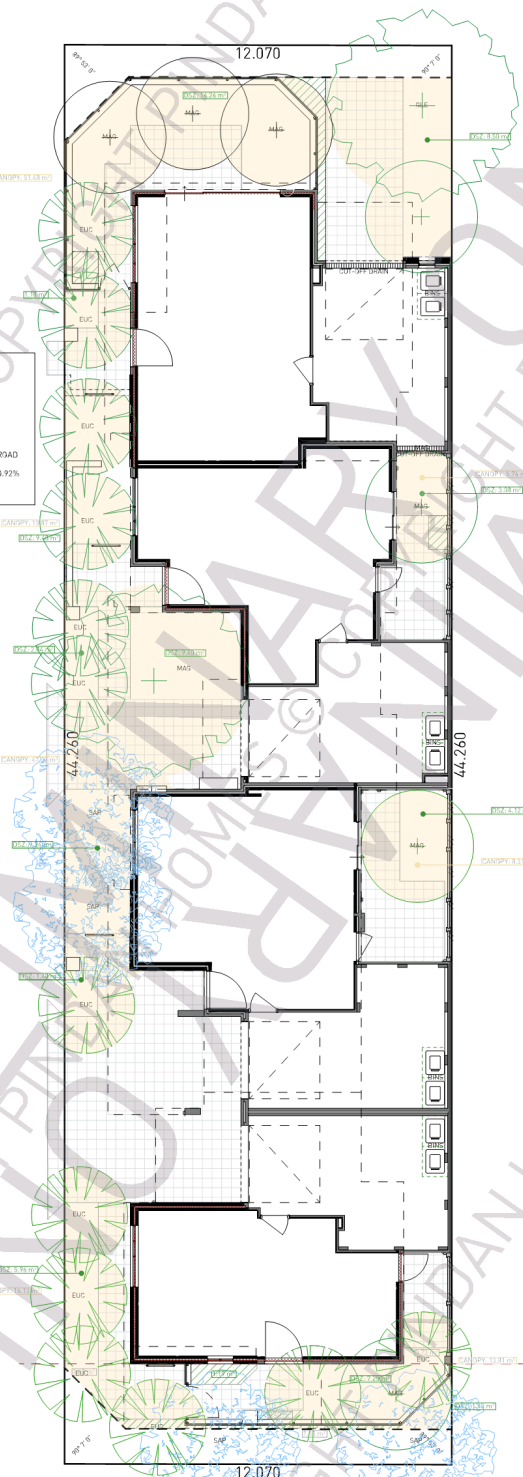


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Tel: (08) 9471 5300  
www.pindanhomes.com.au

LANDSCAPE LEGEND	
	100L CHINESE TALLOW 200L JARDIN
	100L SLEIGHTSIA SUNBURST 200L JARDIN
	40L MAGNOLIA LITTLE REM 100L JARDIN
	40L EUCALYPTUS CEASIA 100L JARDIN
	1800L COLORADO FENCE
	DEEP SOIL AREA (1-1m)
	LANDSCAPE AREA

NOTE: LANDSCAPING SHOWN INDICATIVE ONLY  
PLANS TO BE PREPARED BY A REGISTERED  
LANDSCAPE ARCHITECT TO COMPLY WITH CITY OF  
VINCENT POLICY 7.1.1 PRIOR TO DEVELOPMENT  
APPLICATION

LANDSCAPE CALCULATIONS	
SITE AREA = 534.22m <sup>2</sup>	
ROAD AREA = 13.23m <sup>2</sup>	
ROAD WIDENING = 16.07m <sup>2</sup>	
REDUCED SITE AREA = 504.97m <sup>2</sup>	
DEEP SOIL ZONE REQ = 26.03m <sup>2</sup> = 15%	
• PROVIDED = 79.24m <sup>2</sup> = 15.43%	
PRIMARY FRONT SETBACK AREA (EXCLUDING ROAD WIDENING) = 22.70m <sup>2</sup>	
• SOFT LANDSCAPE PROVIDED = 11.54m <sup>2</sup> = 50.92%	
CANOPY COVER REQUIRED = 152.06m <sup>2</sup> = 30%	
• PROVIDED = 153.37m <sup>2</sup> = 30.25%	



GROUND FLOOR PLAN  
Scale 1:100



AREAS	AREA (m <sup>2</sup> )	PERIM (m)
U1	58.78	27.13
FF AREA	62.13	33.75
GARAGE/ST	25.04	
PORCH	8.14	
BALCONY	14.80	
U1 TOTAL AREA	148.91 m <sup>2</sup>	
U2		
FF AREA	47.82	28.99
GARAGE/ST	40.03	33.74
PORCH	24.97	
BALCONY	13.34	
U2 TOTAL AREA	149.47 m <sup>2</sup>	
U3		
FF AREA	45.85	31.90
FF AREA	67.57	40.92
GARAGE/ST	26.52	
PORCH	1.44	
BALCONY	17.01	
U3 TOTAL AREA	160.01 m <sup>2</sup>	
U4		
FF AREA	49.25	29.81
FF AREA	68.72	34.73
GARAGE/ST	24.34	
PORCH	1.13	
BALCONY	11.69	
U4 TOTAL AREA	155.13 m <sup>2</sup>	
TOTAL AREA	613.52 m <sup>2</sup>	
ROOF AREAS	AREA (m <sup>2</sup> )	PERIM (m)
GF ROOF	35.89	0.00
FF ROOF	272	63.60
	328.00 m <sup>2</sup>	63.60 m

**DESIGN NOTES**  
THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

- IN-SITU SUSPENDED CONCRETE SLAB (FIRST FLOOR)
- CEILING HEIGHTS (AFL):  
OF 31c U.O.N.  
FF 31c U.O.N.
- RENDER EXTERNALLY TO ENTIRE HOME, INC. INSIDE GARAGE
- WINDOW HEAD HEIGHTS (AFL):  
OF 28c U.O.N.  
FF 28c U.O.N.
- INTERNAL DOOR HEIGHTS (AFL):  
OF 2340mm U.O.N.  
FF 2340mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLER'S RECOMMENDATIONS (BY OWNER)

**GENERAL NOTES:**

- EXTENT OF PAVING & LANDSCAPING SHOWN FOR ILLUSTRATION PURPOSES ONLY - REFER CONTRACT FOR ALLOWANCES
- SERVICES TO BE CONFIRMED PRIOR TO FINAL WORKING DRAWINGS
- FINAL HOUSE POSITION IS SUBJECT TO FEATURE SURVEY - COUNCIL AND / OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BSA ENERGY EFFICIENCY REQUIREMENTS
- FURNITURE SHOWN FOR ILLUSTRATION PURPOSES ONLY
- NO ALLOWANCE FOR NEW FENCING, REMOVAL AND RELOCATING OF EXISTING FENCING, POPL FENCING, RATES OR RETAINING WALLS UNLESS NOTED IN THE CONTRACT
- NO ALLOWANCE HAS BEEN MADE FOR TEMPORARY FENCING DURING THE COURSE OF CONSTRUCTION
- INSTALLATION OF NEW FENCING OR RE-INSTALLATION OF THE OLD FENCING UNLESS NOTED IN THE CONTRACT
- NEGOTIATING & GAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 5.2.3 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 100mm RESTRICTED OPENINGS AS PER AS 2014 AC2014, VUL SECTION 3.1.2.5 PROTECTION OF OPENABLE WINDOWS

**PROPOSED RESIDENCE FOR:**  
KENTVILLE HOLDINGS PTY LTD  
**SITE ADDRESS:**  
LOT 17 (157) LOFTUS STREET,  
LEEDERVILLE  
**DATE:** 18/07/18  
**SKETCH NO:** SW180704  
**REVISION NO:** 0  
**ZONING:** R40  
**DESIGN TYPE:** SPECIAL  
**SPECIFICATION:** LIFESTYLE  
**HOME CONSULTANT:** CS  
**DRAWN BY:** DE  
**PLANNING APPL:** YES  
**LOCAL AUTHORITY:** VINCENT  
**BAL:** N/A




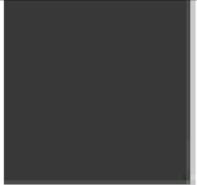

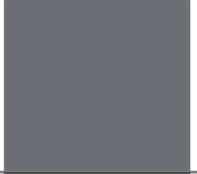

**PINDAN HOMES**

191 Great Eastern Highway,  
Belmont WA 6104  
P.O. Box 93  
Belmont WA 6104  
Tel: (08) 9471 5300

## External Finishes Schedule

### Project: 157 Loftus Street, Leederville

Date: 02/11/18


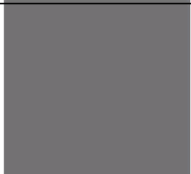
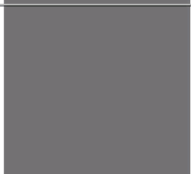
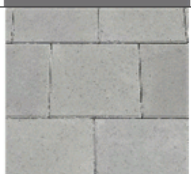
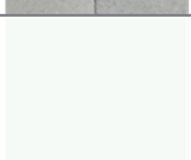
<b>Feature 1c Face Brickwork</b>	Midland Brick (Subiaco Red)		
<b>Main Render Colour</b>	Dulux – Vivid White		
<b>Feature Cladding (James Hardies)</b>	James Hardie Primeline Cladding (Newport) Timber Look Stain		
<b>Window Frames</b>	Charcoal Lustre		
<b>Roof Cover</b>	Colorbond Custom Orb Basalt		
<b>Balcony Balustrade Frame:</b>	Basalt Glass infill Panels		
<b>Fencing Infill Frame:</b>	Basalt		

External Colour Scheme – Lot

Client Initials \_\_\_\_\_



### External Finishes Schedule

<b>Gutters &amp; Fascia</b>	Basalt		
<b>Down pipes</b>	Basalt		
<b>Front Entry Door &amp; Frame</b>	Basalt Glass infill		
<b>Paving</b>	Midland Brick Promenade Pewter		
<b>Electric/ Gas Meter box</b>	To match render		

External Colour Scheme – Lot

Client Initials \_\_\_\_\_

Attention: Planning Department  
City of Vincent  
PO Box 82  
Leederville  
WA 6902



ACN 619 383 407  
168 Stirling Highway  
Nedlands WA 6009

Wednesday, 1 August 2018

## Justification Letter | 157 Loftus Street, Leederville

Dear Sir/Madam

The purpose of this letter is to justify several variations to deemed-to-comply (DTC) planning provisions of the applicable local planning framework for a Development Application (DA) at 157 Loftus Street, Leederville, henceforth known as the 'subject site.' The DA seeks approval for four (4) multiple dwellings.

### BACKGROUND

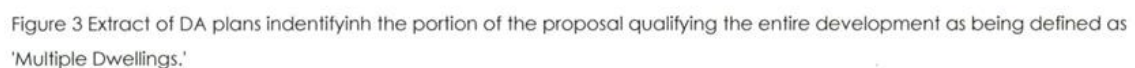
1. The lot is zoned R60.
2. The lot is of a rectangular shape. It is 12.07m wide with a site area of 534 m<sup>2</sup>.
3. The subject site has a fall of 3.1m. The site rises away Loftus Street.
4. The subject site is subject to road widening at both the front and rear.
5. The lot immediately to the north has been recently subdivided. Subdivision has created a pedestrian accessway which will buffer the development from the retaining dwelling to the north.
6. The subject site is located in the 'Transit Corridor' and is subject to a maximum three (3) storey building height limit.



Figure 1 Street view of the subject site (Google Maps)



The development conforms to the R-Codes definition requiring it to be assessed and classified as Multiple Dwellings on account of a portion of the plot ratio area of Unit 4 (bed 1) being vertically above a part of the plot ratio area of Unit 3 (bed 2) below.





## VARIATIONS & JUSTIFICATION

The following section outlines variations identified by the Client and justifies those variations against applicable design principles, objectives, and relevant town planning considerations.

### R-CODES CLAUSE 6.1.1 BUILDING SIZE

Design Principle	Justification
Plot Ratio exceeds 0.7. The proposal seeks a plot ratio of 0.775. The variation can be quantified as an additional 40m <sup>2</sup> of plot ratio area.	
P1 Development of the building is at a bulk and scale indicated in the local planning framework and is consistent with the existing or future desired built form of the locality.	<p>The siting and design of the development has been carefully considered to ensure a limited impact upon adjoining residences to ensure the variation can be successfully assessed against the design principles. The plot ratio has exceeded the deemed-to-comply criteria of the R-Codes to deliver a high-quality design which incorporates strong sustainable principles and the highest level of amenity for its residents.</p> <p>The built form outcome is consistent with other development approved in very similar locations. In comparison, we believe the proposal, makes a greater contribution to the streetscape as it integrates well with the surrounding built form environment.</p>



Figure 4 An architectural render of the proposed development.



Figure 5 Hn.163 Loftus Street, Leederville in very similar location.


Design Principle	Justification
	

Figure 6 Hn. 175 Loftus Street, Leederville in very similar location.



Figure 7 Hn. 174 and Hn. 172 Loftus Street, North Perth located in a proximate location.

It is considered the scale of the building harmonises with the character of the surrounding built environment. The proposed plot ratio variation of 40m<sup>2</sup> is considered to be minor as it does not give rise to the creation of an additional dwelling.



Figure 8 Street view of the subject site 157 Loftus Street, Leederville (Google Maps)



## R-CODES CLAUSE 6.1.4 LOT BOUNDARY SETBACK

Design Principle	Justification
------------------	---------------

The upper floor north boundary wall to U3 ensuite is not setback is compliantly.

**P4.1 Buildings set back from lot boundaries or adjacent buildings on the same lot so as to:**

- ensure adequate daylight, direct sun and ventilation for buildings and the open space associated with them;
- The protruding portion of wall is design to correspond to the location where the pedestrian accessway adjoining returns north. The portion of wall itself has no capacity to impact direct sunlight to adjoining dwellings as it is located due south.
- The position of the wall relative to the remaining portion of the developments results in the variation having little to no ability to impact on natural ventilation to any discernable degree.







Figure 10 North facing elevation (variation shaded yellow)

- ensure access to daylight and direct sun for adjoining properties; and
- assist with the protection of privacy between adjoining properties.

The position of the subject site and the remaining built form, relative to the only adjoining residential area (north,) results in the variation being unable to contribute to any loss of direct natural sunlight at any time of the day.

The minor mass of the wall allows additional privacy to be enjoyed by the users of the ground floor courtyard of proposed Unit 2 positioned immediately east of the variation.

#### Local Planning Framework Design Principles

- P4.3.1 Development which incorporates design elements that reduce the impact of building bulk.
- The proposal has used massing and articulation to achieve a reduction in building bulk. The varying wall setbacks are combined with staggered FFLs and corresponding building heights which following the natural contours of the subject site.
- P4.3.2 Development which maximises natural light access, natural ventilation, internal and external privacy.
- The use of a white masonry render finish will improve natural light reflectivity to the southern façade of northern adjoining properties as well as external spaces appurtenant to the proposal. The reflectivity of natural light can be considered to offset any impact of the reduced wall setback being that the wall is located directly south.
- An examination of the floor plans reveal each multiple dwelling is designed to achieve a high level of cross ventilation across each level.
- P4.3.3 Setbacks that facilitate the provision of landscaping.
- The northern setback and the design scheme in general has been prepared to specifically accommodate landscaping on the northern side boundary. The landscaping is expected to reduce the bulk and scale of the façade as it will have a reduced visual prominence.
- The protrusion sits above an on boundary wall and therefore cannot impact the provision of landscaping.



Design Principle	Justification
	

Figure 12 West facing elevation.



Figure 13 South facing elevation, Austen Lane in foreground.



## R-CODES CLAUSE 6.1.5 OPEN SPACE

Design Principle	Justification
------------------	---------------

*Open space non-compliant (45% Req.) 37.5% proposed.*

**P4 Development incorporates suitable open space for its context to:**

P5 Open space respects existing or preferred neighbourhood character and responds to the features of the site.

To ensure design is respectful of local context and in a response to the transitional location of the site, the proposal has demonstrated restraint by not building to three (3) storeys as permitted. Whilst the subject site itself is located in the transit zone, three (3) adjacent lots to the south and the adjacent lot to the west are not, and are subject to a two (2) storey height limit.

The lot to the north has been subdivided into three lots which included the retention of a heritage style single storey dwelling, generally incapable of achieving two (2) storeys let alone three (3).



Figure 14 Extract - Built Form Areas Policy No. 7.1.1. - Transit Zone (Green)

The design has responded well to the existing features of the site, particularly the natural ground levels as it avoid major interference with. This preserves the natural topography at the expense of have to use stepped footings and upper level slab.

The figure below articulates the extent of FFL variation required in the design to remain completely sympathetic with the natural ground levels.


Design Principle	Justification
	

Figure 15 FFLs of both slabs highlights along the southern façade.

The design is skilful and promotes site-sensitive design to make the best of the natural terrain to achieve diversity of housing styles and a sense of place and neighbourhood identity.

The design choice to limit building height to a contextually sympathetic two (2) storeys has contributed to a short fall in open space whilst better reflecting the existing neighbourhood character.

## R-CODES CLAUSE 6.3.2 LANDSCAPING & LPP CLAUSE 4.1

Design Principle	Justification
1. The design proposes carparking within secondary street setback	
2. The deep soil zone area is 13.41% in lieu of 15%. The shortfall is 8.45m².	
3. The design submission is pending a <u>Landscape Plan</u> and <u>Landscape maintenance schedule</u> . The former will determine accurately the amount of canopy cover achieved.	

**P2 The space around the building is designed to allow for planting. Landscaping of the site is to be undertaken with appropriate planting, paving and other landscaping that:**

- meets the projected needs of the residents; In comparison to a typical multiple dwelling development or grouped dwelling development, this design has not been required to sacrifice a significant amount of open space area to achieve a compliant vehicle movement network. The design outcome has manifested itself in each dwelling's external living areas far exceeding minimum requirements and a far superior outcome.
  - contribute to the streetscape; and Each dwelling is provided a minimum of two (2) 'habitable' external areas, with a minimum of one having access to direct winter northern sunlight. Further, OLAs are provided without fixed cover to maximise natural light penetration.
  - enhance security and safety for residents; The majority of landscaping proposed is located along the boundaries of the subject site adjoining each of the three street frontages. As a formal landscape plan is yet prepared, the applicant will incorporate feedback provided during the design review and assessment process into appropriate plant selections.
- The design submitted provides a high level of natural surveillance, both active and perceived to the surrounding public spaces. The minimal setback of the upper level balconies, and the driveway areas below will ensure landscaping does not obstruct line-of-sight to Austen Lane.

**Local Housing Objectives**

Design Principle	Justification
P4.10.1 Landscaping is to be designed to reduce the impact of development on adjoining residential zones and public spaces.	The proposal has ensured sufficient space along the northern boundary is provided to ensure a suitable vegetation buffer is achieved between the properties.
P4.10.2 Landscaping should provide increased urban air quality, tree and vegetation coverage and a sense of open space between buildings.	The multiple dwelling land use has triggered the requirement to provide a substantial rear buffer, not otherwise achieved in a group dwelling development. This has emphasised the sense of open space between the proposal and the building to the west.
P4.10.3 The integration of sustainable landscape design with the building creating a greater landscaping amenity for residents and occupants and the community.	The landscape plan has not yet been prepared. The built form has been designed to be able to integrate with areas designated for landscaping.
P4.10.4 The provision of landscaping that will make an effective and demonstrated contribution to the City's green canopy to reduce the impact of the urban heat island effect.	The landscape plan has not yet been prepared. It is anticipated, that with appropriate plant selection to the areas designated for landscaping, the proposal will be able to achieve 30% canopy cover.
P4.10.5 Landscaping design which facilitates the retention of existing vegetation and deep soil zones.	The subject site has two trees capable of being considered worthy of retention. The larger tree is located in the rear setback area designated for landscaping.



Figure 16 Existing trees to be retained.

P4.10.6 Landscaping at the rear of the property should not negatively

The landscape plan has not yet been prepared. The vehicle access to unit 4 is aligned with a major opening located on the level above. The proposal will maintain its ability to activate the ROW with active natural surveillance.



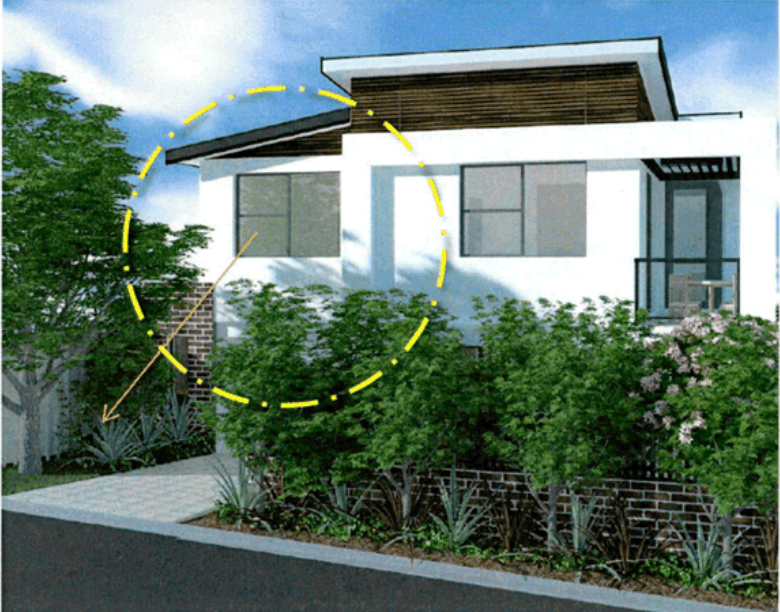
Design Principle	Justification
<p>impact on the use and activation of a right of way.</p>	

Figure 17 Major opening located above driveway will ensure perpetual activation of the ROW.

P4.10.7 Open air car parks should be appropriately landscaped to provide adequate shading and reduce the impact on adjoining properties.

The four 'external' car parks are ensured shading through design. Three of the car bays are located on the southern side of the proposal and are afforded permanent cover from the balcony above to 4.14m of the 5.5m bay length.

As the area without cover would be afforded greater shade as the sun is not directly above, a B85 dimension vehicle would typically only have sun cast, if any, onto the boot area.

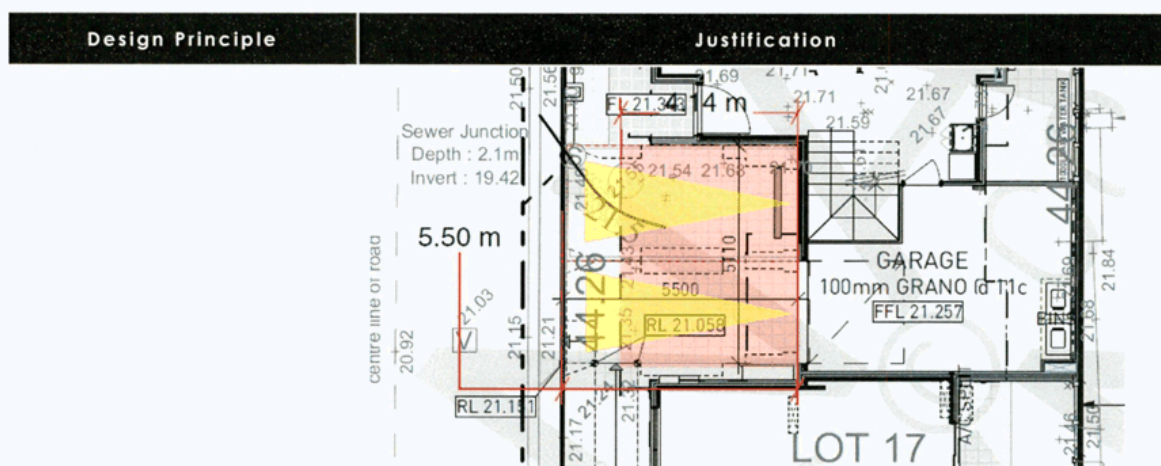


Figure 18 A B85 dimensioned vehicle (yellow) positioned into the partly covered car bay (covered area shaded red).

The Unit 4 car bay will be shaded by the larger retained tree and other trees proposed as part of the landscaping plan, as indicated on the site plan submitted.

## R-CODES CLAUSE 6.3.4 DESIGN OF CAR PARKING SPACES

Design Principle	Justification
<ol style="list-style-type: none"> <li>1. Carparking is visible from street.</li> <li>2. Visitor Bays provide an accessible path of travel for people with disabilities.</li> </ol>	
<p>P4 Car, cycle and other parking facilities are to be designed and located on-site to be conveniently accessed, secure, consistent with the streetscape and appropriately manage stormwater to protect the environment.</p>	<p>The car parking visible from the street is very difficult to conceal on this particular site due to it being bound on three sides by public vehicle accessway. The car parking is however designed to be accessed from Austen Lane, as opposed to Loftus Street. As each dwelling is only required to provide one resident car bay, the tandem bays will be able to perform the function of a visitor parking bay, which is otherwise required to be visible from the street.</p> <p>Generally, the impact of garage doors on the streetscape has been limited by the decision to propose a tandem parking configuration for each dwelling. The garage doors are setback 5.5 m from Austen Lane as a result.</p> <p>The visitor bay provided is accessible directly from Austen Lane, a gazetted road. Austen Lane is 10m wide and is serviced by a functionally dimensioned footpath. The traffic volume on Austen Lane is expected to be minimal, with the road being safe to cross to those requiring the disability accessible path of travel located on the opposite site of the road.</p>

## R-CODES CLAUSE 6.3.6 SITE WORKS

Design Principle	Justification
The development proposes excavation greater than 0.5m	
P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.	Considering the extent of the fall which exists across both axis's, the limited extent of excavation and retaining required is quite remarkable. To ensure no overlooking result from earthworks, a cautious approach favouring excavation was adopted. This decision ensured that car bays were provide compliant access in respect to gradients from Austen Lane. The nature and extent of the topography affecting the site is highlighted in the figure below.

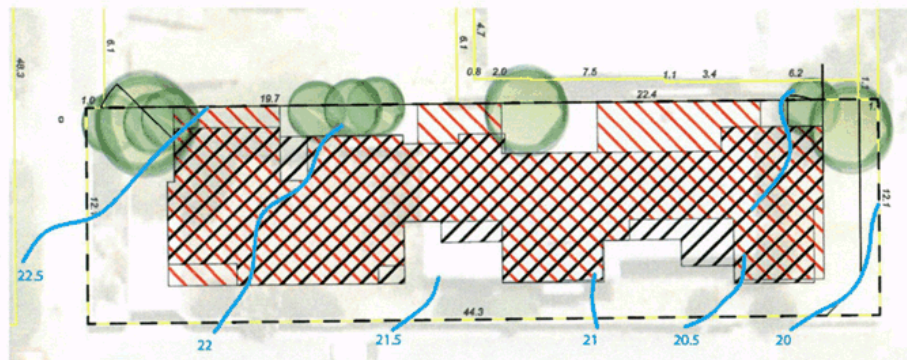


Figure 19 Natural ground levels across the site.



Figure 20 FFLs (red) as compared to the NGL across the northern boundary.

- P7.2 Where excavation/fill is necessary, all finished levels respecting the
- natural ground level at the lot boundary of the site and as viewed from the street.

The FFLs were kept as close as possible to the NGLs where the proposal adjoins each street. Where NGLs are increased or decreased, the extent is minimal and is consequently concealed by compliant street boundary fencing.

## R-CODES CLAUSE 6.3.7 RETAINING WALLS

Design Principle	Justification
Retaining proposed is greater than 0.5m	
P8 Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having regard to clauses 6.3.6 and 6.4.1.	<p>Any retaining proposed exceeding 500mm is required to be certified by an engineer and approved as part of a subsequent Building Permit application. 50% of the retaining wall adjoins the newly created pedestrian access leg which will buffer against any perceived impact.</p> <p>It was not considered that terracing the excavation would result in an improved outcome for the following reasons:</p> <ul style="list-style-type: none"> <li>The excavation to the boundary facilitates an external FFL at the same grade (1cl lower) as the appurtenant habitable room. Not only does this make the courtyard functional and capable of being used in conjunction with the internal areas of the dwelling, it prevents the ingress of water during storm events; and</li> <li>Terracing the retaining the result in a 1m setback from the boundary would prohibit the area to qualify as a deep root zone.</li> </ul>



## R-CODES CLAUSE 6.4.1 VISUAL PRIVACY

Design Principle	Justification
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Overlooking from Unit 1 into the adjacent dwelling. The location and extent of overlooking is depicted in pink in the figure below.

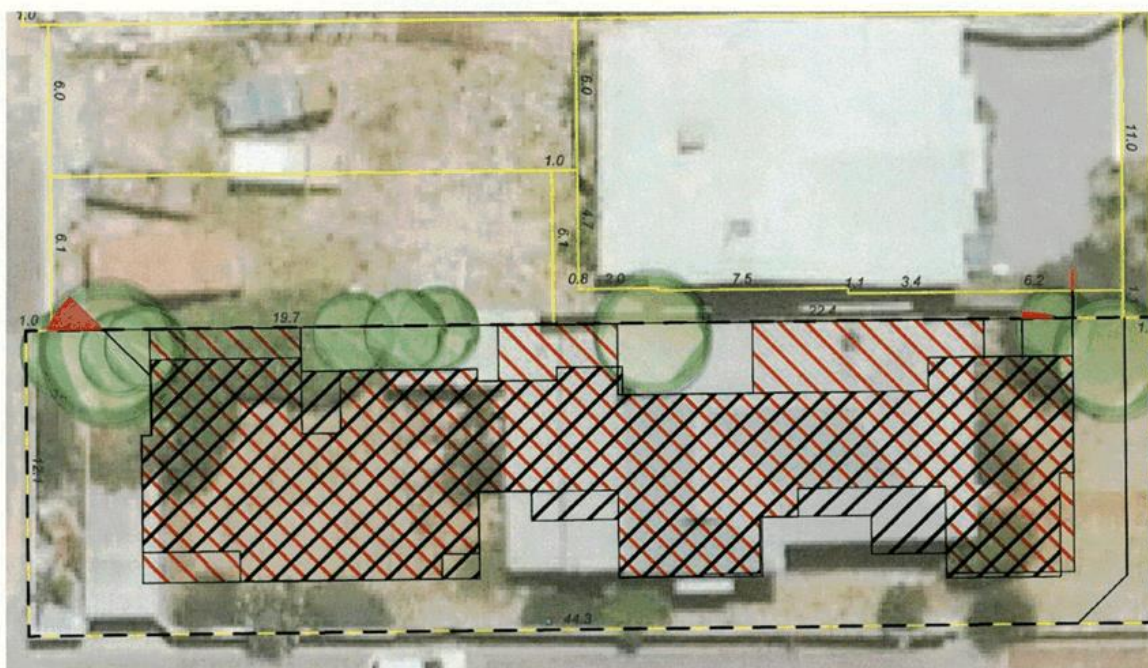


Figure 21 Extent of overlooking (Shaded in pink)

**P1.2 Maximum visual privacy to side and rear boundaries through measures such as:**

- offsetting the location of ground and first floor windows so that viewing is oblique rather than direct;
- building to the boundary where appropriate;
- setting back the first floor from the side boundary;
- providing higher or opaque and fixed windows; and/or
- screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).

The proposal overlooks areas which are considered to be in the public realm. The overlooking is extremely minor and is the unintended result of major openings and balconies being positioned to provide natural surveillance of public areas.

The indicative landscape plan identifies vegetation on the north boundary which is expected to have a screening effect upon maturity. The screening would not be perennial in the likely event tree selections are deciduous. Regardless, the front balcony would be seldom used in colder months when any deciduous tree has lost its foliage.



## LOCAL PLANNING FRAMEWORK

## LPP CLAUSE 4.23 ENVIRONMENTALLY SUSTAINABLE DESIGN

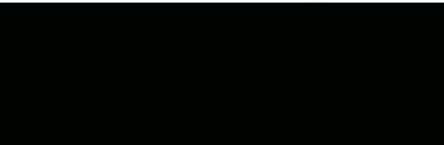
Design Principle	Justification
<ul style="list-style-type: none"> <li>• Greywater suitability to be confirmed (Insufficient property area is available to achieve the necessary setbacks and area required for irrigation)</li> <li>• 5 star Green Star Rating pending</li> </ul>	
P1.8.1 It maximises passive solar heating, cooling, natural ventilation and light penetration to reduce energy consumption;	<p>The design concept suitably balances obligations to maintain the privacy of the northern adjoining properties, with a desire to maximise passive solar heating and light penetration.</p> <p>Ground floor OLA's are selected, where appropriate, to capture northern light, whilst the primary upper level OLAs of the two central units are to be constructed with a fixed open pergola structure to offset the inability to locate the OLA on the northern boundary. Direct sunlight is captured to the upper level kitchen to ensure light penetration to the living area. The upside down design has allowed for an improved passive solar design outcome.</p> <p>With reference to natural ventilation, the physically unobstructed southern and western elevation ensure the upper level balconies are able to harness the cooling prevailing winds.</p>
P1.8.2 It is capable of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.	Due to confined site dimensions, the applicant is currently confirming if the proposal is suitable to adopt greywater reuse technology. The proposal does specify 1000L rainwater tanks for each unit.
P1.8.3 Climate moderation devices can be incorporated to reduce passive solar gain in summer and increase passive solar gain in winter.	Most north facing windows are shielded from direct summer sun through eaves, thus limiting unwanted solar gains. The windows without eave coverage align with areas designated for landscaping which provide a natural solar-shielding solution.
P1.8.4 That it is capable of achieving one of the environmental performance ratings shown in the below table, or their equivalent*.	The proposal is seeking to achieve a 5 star Green Star rating. We ask the City liaise with the applicant for further details during assessment of the application.

## SUMMARY

The proposal has been carefully drafted by the designer through multiple revisions to achieve a site responsive a site response outcome which is being highly reflective of the City's local planning framework. The proposal considers its immediate context and responds to ensure the amenity of the location is not only maintained, but improved, whilst also creating a functional and well-designed development.

Should clarification on any aspects of this matter, please do not hesitate to contact myself on [REDACTED] or by email at [REDACTED]

Kind regards



Director | Principal Planner

**Summary of Submissions:**

The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Support:	Officer Technical Comment:
<u>Building Size</u>  Concerns raised in regards to the building size impacting on lot boundary setbacks, street setbacks, open space and landscaping.	<p>Regarding concerns relating to building size, the following responses are provided:</p> <ul style="list-style-type: none"><li>• In accordance with the City's Built Form Policy, the maximum building height permitted for the site is three storeys. The development proposes a maximum building height of two storeys which will minimise building bulk on the adjoining properties and is consistent with the existing scale and context of development within the immediate locality;</li><li>• The primary street setback to Loftus Street complies with the R Codes requirement allowing for adequate landscaping and tree canopy cover to be provided which has contributed to a desired streetscape;</li><li>• The proposed lot boundary setbacks to the development comply with the deemed-to-comply requirements of the R Codes with the exception of the upper storey setbacks to the secondary street and rear lot boundary which pose minor variations. The development has been designed to respect and reduce the visual impact of building bulk on the surrounding properties;</li><li>• The applicant has provided landscaping around the perimeter of the building particularly to the primary and secondary street and the rear laneway. The significant landscaping is proposed to soften the appearance of the built form and contribute to green canopy for a desired streetscape; and</li><li>• The development has been designed to provide open space surrounding the development allowing for deep soil zones between the street boundary and the building and mitigating the impact of building bulk to the street.</li></ul>

**Summary of Submissions:**

Comments Received in Support:	Officer Technical Comment:
<p><u>Street Setback</u></p> <p>Concerns raised in regards to the impact of the street setback to Austen Lane which will create a tunnelling effect and have a negative impact on the current and evolving streetscape. The street setback provide adequate depth for vehicle parking of residents and visitors</p>	<p>Regarding concerns relating to street setback, the following responses are provided:</p> <ul style="list-style-type: none"> <li>• The upper storey secondary street setback proposes minor departures as the support wall structures protrude into the setback area. It is noted that the main building line of the development is setback greater than required</li> <li>• The design of the proposal has incorporated balconies to the secondary street and significant major openings together with an articulated façade to the street which is considered to minimise the impact of building bulk on the adjoining properties from Austen Lane; and</li> <li>• The area of the street setback proposed has allowed for deep soil zones to be provided and the applicant has included a total of 13 trees fronting Austen Lane. The broad landscaping proposed is considered to provide a sense of open space between the development and the street and mitigate any perceived tunnel effect as a result of the development.</li> </ul>
<p><u>Lot Boundary Setback</u></p> <p>Concerns raised in regards to providing greater visual truncations at the corner of Loftus Street and the ROW</p>	<p>The development plans have been amended to provide a 2 metre by 2 metre visual truncation at the intersection of Austen Lane and the ROW. The visual truncation will ensure appropriate line of sight for vehicles entering and exiting the ROW to Austen Lane.</p>
<p><u>Open Space</u></p> <p>Concerns raised in regards to the lack of open space provided by the development which has impacted on meaningful deep soil zones and landscaping and providing an overdevelopment of the site</p>	<p>Following community consultation, the applicant submitted amended plans to increase the open space from 32.68 percent to 34.17 percent. The amendment included the deletion of the visitor car parking bay. As a result, the deep soil zone and tree canopy cover onsite increased as well as improving the overall amenity of Unit 3. The proposal has been designed to allow for considerable open space surrounding the development which has allowed for deep soil vegetation. 13 trees have been proposed to address Austen Lane, three trees are proposed to address Loftus Street and four trees have been proposed to address the ROW.</p>

**Summary of Submissions:**

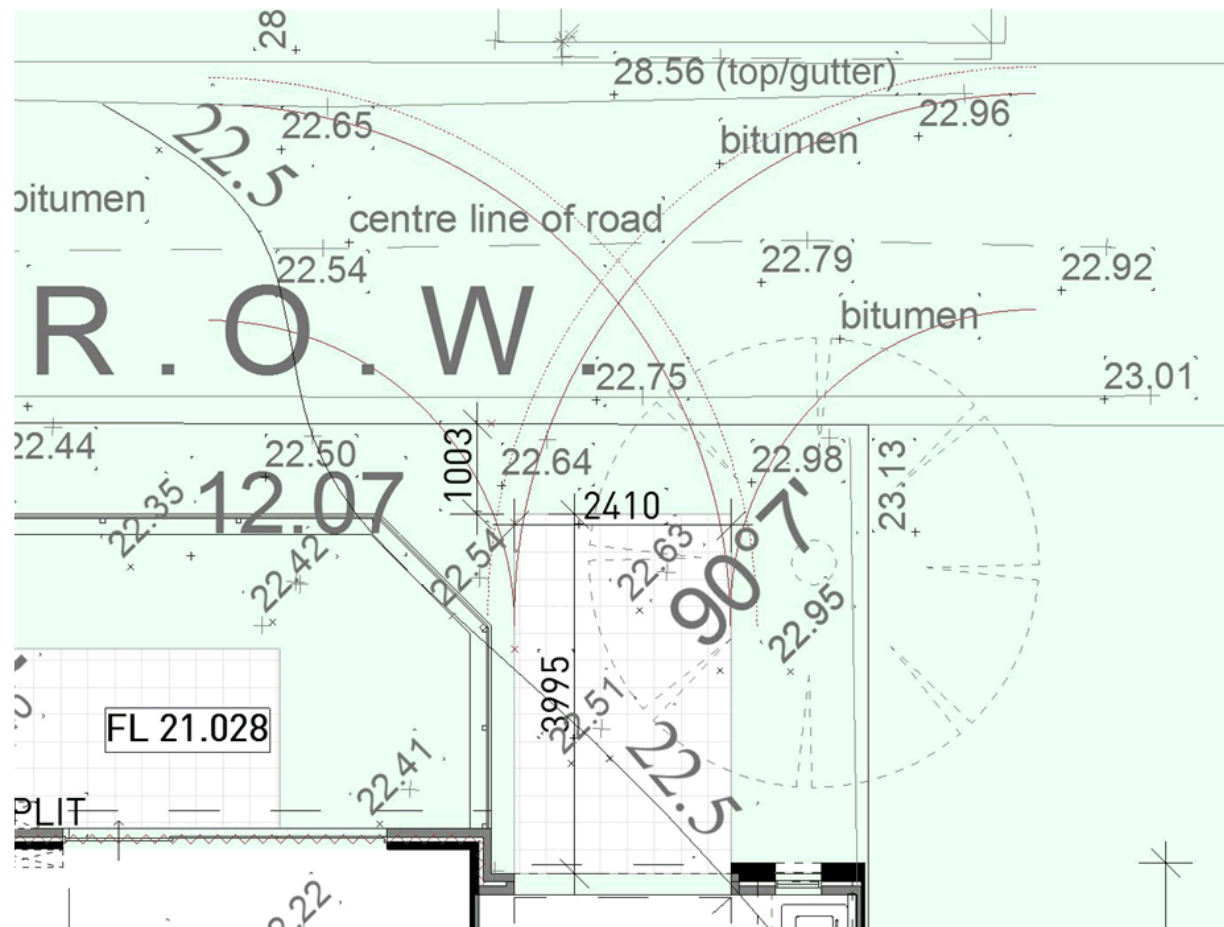
Comments Received in Support:	Officer Technical Comment:
<p><u>Landscaping</u></p> <p>Concerns raised regarding a lack of canopy coverage proposed for the site which contributes to heat island effect.</p>	<p>The applicant provided amended plans in response to the concerns received regarding landscaping. The deep soil zone has increased to 15.70 percent and the tree canopy cover is 30.1 percent which exceed the requirements of the City's Built Form Policy. These have been distributed evenly around the primary and secondary streets and the rear of the subject site which will reduce the impact of the overall development as viewed from the public realm. The landscaping proposed is considered to make an effective and demonstrated contribution to the City's green canopy and reduce the impact of the urban heat island effect.</p>
<p><u>Car Parking</u></p> <p>Concerns raised in regards to the impact of car parking on Austen Lane.</p>	<p>The car parking provided is considered to meet the demand of the occupants and visitors of the site for the following reasons:</p> <ul style="list-style-type: none"> <li>• The overall car parking provided onsite exceeds the requirements in accordance with Clause 6.3.3 of the R Codes;</li> <li>• In response to the visitor car parking shortfall provided, the applicant increased the bicycle facilities onsite from three bicycle facilities to a total of four bicycle facilities. The bicycle facilities provided onsite exceed the requirement of the R Codes; and</li> <li>• The property is located on a high frequency bus route and is directly adjacent a bus stop on Loftus Street. The property is located in an area that provides alternate transport options given its location on a major bus route.</li> </ul> <p>Should vehicle movement be impeded on Austen lane, the matter may be referred to the City's Ranger Services for investigation by contacting the City's Administration.</p>
<p><u>General Comments</u></p> <p>Concerns raised in regards to the rear laneway being narrow for vehicle access of Unit 4 and the potential to damage the adjoining property of No. 3 Austen Lane. Vehicle access can be proposed to Austen Lane.</p>	<p>In regards to the ROW width, this will be widened by one metre to equate to a total width of 5 metres. The Car parking provided for Unit 4 is setback 4 metres from the ROW lot boundary allowing a total manoeuvring space of nine metres. The manoeuvring space proposed onsite exceeds the requirement in accordance with Clause 6.3.4 of the R Codes which requires six metres.</p> <p>In regards to vehicle access, this is proposed for Unit 4 via the ROW as it is available for lawful use and is in accordance with Clause 6.3.5 of the R Codes with regard to vehicle access to a lot.</p>

Note: Submissions are considered and assessed by issue rather than by individual submitter.

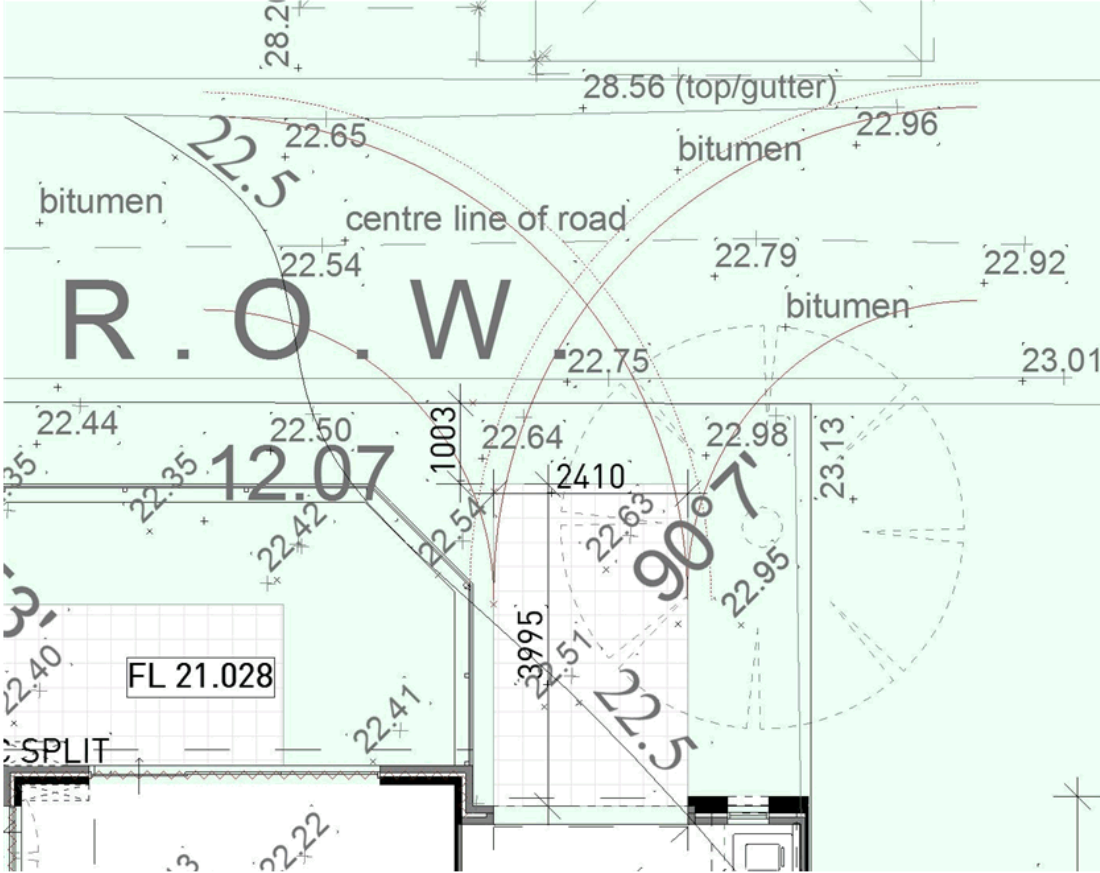


Comments Received in Objection:	Applicant Comment:
<p><u>Building Size</u></p> <p>Concerns raised in regards to the building size impacting on lot boundary setbacks, street setbacks, open space and landscaping.</p>	<ul style="list-style-type: none"> <li>• There is a minor wall setback variation proposed to Unit 3 ensuite. This will allow for improved functionality of bedroom 3.</li> <li>• There are no variations proposed to street setbacks.</li> <li>• The design choice to limit building height to a contextually sympathetic two story development has contributed to a short fall in open space, whilst better reflecting the existing neighbourhood character.</li> <li>• Landscaping plans have been updated to meet the requirements of LPP 7.1.1 Built Form</li> </ul>
<p><u>Street Setback</u></p> <p>Concerns raised in regards to the impact of the street setback to Austen Lane which will create a tunnelling effect and have a negative impact on the current and evolving streetscape. The street setback provide adequate depth for vehicle parking of residents and visitors.</p>	<ul style="list-style-type: none"> <li>• The building has been designed with articulation to achieve a reduction in building bulk as viewed from the street. All street setbacks are in compliance with the R-Codes and LPP 7.1.1 Built Form.</li> <li>• The increased setbacks proposed allow for areas of landscaping as well as parking for residents and visitors.</li> </ul>
<p><u>Lot Boundary Setback</u></p> <p>Concerns raised in regards to providing greater visual truncations at the corner of Loftus Street and the ROW.</p>	<ul style="list-style-type: none"> <li>• Plans have been updated to increase the visual truncation.</li> </ul>
<p><u>Open Space</u></p> <p>Concerns raised in regards to the lack of open space provided by the development which has impacted on meaningful deep soil zones and landscaping and providing an overdevelopment of the site.</p>	<ul style="list-style-type: none"> <li>• Plans have been updated to reduce the amount of paving and increase areas of landscaping. This has resulted in the landscaping being compliant with LPP 7.1.1 Built Form.</li> </ul>
<p><u>Landscaping</u></p> <p>Concerns raised regarding a lack of canopy coverage proposed for the site which contributes to heat island effect.</p>	<ul style="list-style-type: none"> <li>• Plans have been updated to reduce the amount of paving and increase areas of landscaping. Deep soil zones and canopy cover have been increased to be in compliance with LPP 7.1.1 Built Form</li> </ul>

Comments Received in Objection:	Applicant Comment:
<p><u>Car Parking</u></p> <p>Concerns raised in regards to the impact of car parking on Austen Lane.</p>	<ul style="list-style-type: none"> <li>• The R-Codes require 6 bays for residents and 1 bay for visitors. The current plans propose 7 car bays in total. We have also allowed for four bicycle bays in lieu of the three required by the R-Codes.</li> <li>• The lot is approx. 1000m from the Leederville train station. It is also in close proximity to high frequency bus routes, approximately 600m from Charles Street and 750m from Scarborough Beach Road.</li> </ul>
<p><u>General Comments</u></p> <p>Concerns raised in regards to the rear laneway being narrow for vehicle access of Unit 4 and the potential to damage the adjoining property of No. 3 Austen Lane. Vehicle access can be proposed to Austen Lane;</p> <p>Will a dilapidation report be provided; and</p> <p>What type of fence/wall will be erected around the perimeter of the property?</p>	<ul style="list-style-type: none"> <li>• I have included a diagram of a single sweep path for B85 and B99 vehicles. This is with the bitumen in its current location. There will be enough room to manoeuvre any vehicle using a three point turn if necessary, which is in compliance with AS2890.1</li> <li>• If a dilapidation report is a requirement of planning approval it can be provided, otherwise there is no intention to provide one as vehicle manoeuvring is in compliance with AS2890.1</li> <li>• There is a brick fence with aluminium slats proposed to street elevations, and colorbond fencing proposed between the lot boundaries where there is no boundary wall.</li> </ul>



**B85 VEHICLE – SINGLE SWEEP PATH**



*B99 VEHICLE – SINGLE SWEEP PATH*

**Department of Planning,  
Lands and Heritage**

Your ref: 5.2018.303.1  
Our ref: DP/11/01779  
Enquires: [REDACTED]  
Ph: [REDACTED]  
Date: 18 October 2018

City of Vincent  
PO Box 82  
Leederville WA 6902

Attention: Andrea Terni

Dear Andrea,

***Lot 17 (157) Loftus Street, North Perth***

I refer to your letter dated 15 October 2018 regarding the above application. In accordance with the Western Australian Planning Commission's (WAPC) Instrument of Delegation dated 30 May 2017, the following transport comments are provided. This proposal seeks approval for four grouped dwellings.

**Land Requirements**

The site abuts Loftus Street, which is reserved as an Other Regional Road (ORR) in the Metropolitan Region Scheme (MRS) and Category 2 per WAPC Plan No. SP 694/4. The site is affected by a 1.1 metre portion of ORR reservation for Loftus Street per Land Requirement Plan No. 1.3160/1. This requirement has been acknowledged on the submitted development plans. Please note that no permanent structures are supported within the future road widening area.

For further information, the applicant may apply for a Clause 42 Certificate. The form can be downloaded from <http://www.planning.wa.gov.au/639.asp>

**Access**

No access is proposed to Loftus Street. All access will be obtained via Austen Lane, a lower order road. This is in accordance with the Commission's Regional Roads (Vehicular Access) Policy D.C. 5.1, which seeks to minimise the number of new crossovers onto regional roads.

**WAPC SPP 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning**

Given the proximity of the proposed development to the Other Regional Road, WAPC's State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP5.4) is applicable. Loftus Street accommodates approximately 21,667 vehicle movements per day in the subject location. The Local Government should ensure that due considerations have been given to the SPP requirements and that all necessary measures, as detailed in the SPP Implementation Guidelines, have been applied.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000  
Tel: (08) 655 18002 Fax: (08) 655 19001 info@dph.wa.gov.au www.dph.wa.gov.au  
ABN 68 565 723 484  
wa.gov.au

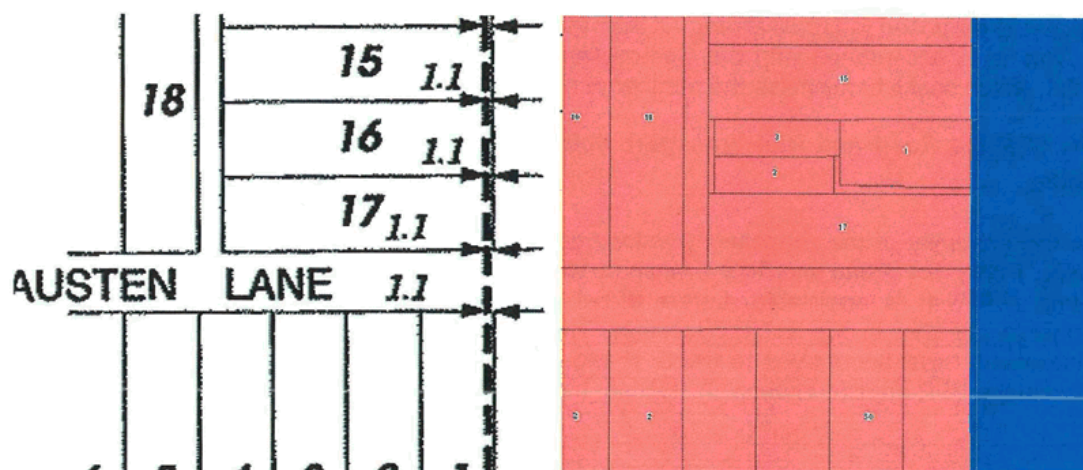


**Recommendation**

The Department of Planning, Lands and Heritage has no objection to the proposal on regional planning transport grounds subject to the above recommendations.

Regards

  
  
Principal Planning Officer  
Strategy and Engagement



Land Requirement Plan No. 1.3160/1

**Andrea Terni**

---

**From:** [REDACTED]  
**Sent:** Monday, 29 October 2018 4:04 PM  
**To:** Andrea Terni  
**Cc:** [REDACTED]  
**Subject:** 18016 / FW: No. 157 Loftus Street, Leederville  
**Attachments:** 157 Loftus Street - Development Assessment Report.pdf; 157 Loftus Street - Development Plans.pdf

Dear Andrea,

The applicant should consider pitching the roof from the high point north to low point south, to enable northern light to penetrate the upper living areas and / or bedrooms. This will also improve the massing and aesthetics of the building from the two streets.

The visitor bay is in an awkward location (the City should encourage its deletion) as it impacts on the amenity of Unit 3.

The applicant needs to provide the following:

- An elevation or 3D image showing the development in context.
- Section NS and EW (from ROW to Loftus Street)
- Show plan/s of northern lot and development west of ROW.
- Show shadow diagrams
- Prepare external finishes schedule and finishes boards.

Yours sincerely,

[REDACTED]  
Managing Director

# CHRISTOU

ARCHITECTURE / URBAN DESIGN / INTERIOR DESIGN



CHRISTOU Design Group  
12 Guger Street  
Claremont WA 6010



P [REDACTED]  
P [REDACTED]  
PO Box 3061  
Port Adelaide SA 5015

**LBS REFERENCE NUMBER**

LBS614

**DATE**

Thursday, 6 September 2018

**SUSTAINABLE DESIGN ASSESSMENT REPORT****PROJECT NAME**

Proposed Townhouse Development

**PROJECT ADDRESS**

4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007

**BUILDING CLASS**

Class 1 & 2

**CLIMATE ZONE**

5

**REPORT COMMISSIONED BY**

Pindan Homes

**CLIENT REFERENCE NUMBER**

157 Loftus



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livingbuildingsolutions.com.au

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## DOCUMENT CONTROL

Revision	Date	Description	Author	Reviewed
D1.0	06.Sep18	Draft for client review	JM	MC



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## 1.0 INTRODUCTION

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*Indoor Environment Quality*

*Energy Efficiency*

*Water Efficiency*

*Stormwater Management*

*Building Materials*

*Transport*

*Waste Management*

*Urban Ecology*



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## GREEN STAR POINTS SUMMARY

Table 2 outlines the equivalent Green Star Design & As Built points achieved through successful implementation of this SDA. Successful implementation of the Sustainable Initiatives will result in equivalent to a 5 Star Green rating (≥60 points).

*Table 1 - Green Star Points Summary*

<b>Category</b>	<b>Points Achieved</b>
<b>MANAGEMENT</b>	<b>10 / 14</b>
Suitable Consultant	1 / 1
Commissioning & Tuning	3 / 4
Adaptation & Resilience	0 / 2
Building Information	1 / 1
Commitment to Performance	0 / 2
Metering	1 / 1
Responsible Construction Practices	2 / 2
Operational Waste	1 / 1
<b>INDOOR ENVIRONMENT QUALITY</b>	<b>13 / 17</b>
Indoor Air Quality	4 / 4
Acoustic Comfort	1 / 3
Lighting Comfort	3 / 3
Visual Comfort	3 / 3
Indoor Pollutants	2 / 2
Thermal Comfort	0 / 2
<b>ENERGY</b>	<b>11.1 / 22</b>
Energy Consumption Reduction	3.6 / 4
Greenhouse Gas Emissions	5.1 / 12
Lighting	1 / 1
Domestic Hot Water	0.5 / 2
Appliances and Equipment	1 / 1
Peak Electricity Demand Reduction	0 / 2
<b>SUSTAINABLE TRANSPORT</b>	<b>5 / 10</b>
Access to Public Transport	3 / 3
Low Emission Vehicle Infrastructure	0 / 1
Active Transport Facilities	1 / 1
Reduce Car Parking Provisions	0 / 1
Walkable Neighbourhoods	1 / 1
<b>WATER</b>	<b>6 / 12</b>
Sanitary Fixture Efficiency	1 / 1
Rainwater reuse	1 / 1
Heat Rejection	2 / 2
Landscape Irrigation	1 / 1
Fire Protection System Test Water	1 / 1
<b>MATERIALS</b>	<b>3 / 26</b>
Life Cycle Impacts	0 / 10
Life Cycle Impacts – Concrete	0 / 3
Life Cycle Impacts – Steel	0 / 2
Life Cycle Impacts – Building Reuse	0 / 4
Responsible Building Materials	2 / 3
Sustainable Products	0 / 3
Construction and Demolition Waste	1 / 1
<b>LAND USE AND ECOLOGY</b>	<b>2 / 6</b>
Ecological Value	0 / 3



<i>Sustainable Sites</i>	2 / 2
<i>Heat Island Effect</i>	0 / 1
<b>EMISSIONS</b>	2 / 5
<i>Stormwater</i>	0 / 2
<i>Light Pollution</i>	1 / 1
<i>Microbial Control</i>	1 / 1
<i>Refrigerant Impacts</i>	0 / 1
<b>INNOVATION</b>	8 / 10
<b>TOTAL</b>	60.2 / 110

### ESD ASSESSMENT TOOLS

The following tools and / or modelling programs have been used as relevant benchmarks and to outline how the above objectives have been met.

- *Green Star Design & As Built V1.2*
- *Built Environment Sustainable Scorecard (BESS)*
- *NCC Volume 2 Section 3.12–Energy Efficiency*
- *NCC Volume 1 Section J – Energy Efficiency*
- *NCC Volume 2 – P2.6.1 & P2.6.2*
- *American Society of Heating, Refrigeration and Air Conditioning (ASHRAE)*
- *Australian Institute of Refrigeration, Air Conditioning and Heating (AIRAH)*
- *The Air Tightness Testing & Measurement Association*
- *Australian Standards*
- *InSite Water Calculator*
- *Walk Score*

### ENVIRONMENTAL SUSTAINABLE DESIGN (ESD) STRATEGY

The project team has collaborated to consider ESD principles and initiatives during the design phase, these principles have been based on the following ESD hierarchy:

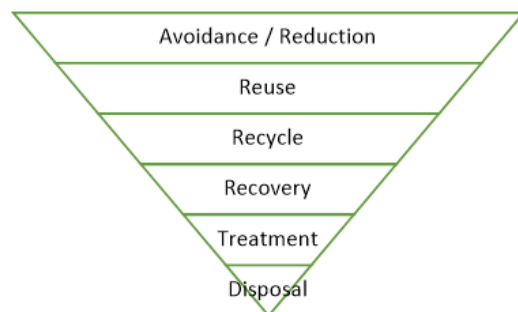


Figure 1 - ESD Hierarchy

## SITE DESCRIPTION

<b>Address</b>	4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007
<b>Proposed building works</b>	4 x Townhouses (Class 1 & Class 2)
<b>Impervious area</b>	460 m <sup>2</sup>
<b>Pervious Green Space</b>	74 m <sup>2</sup>
<b>Total Site Area</b>	534 m <sup>2</sup>

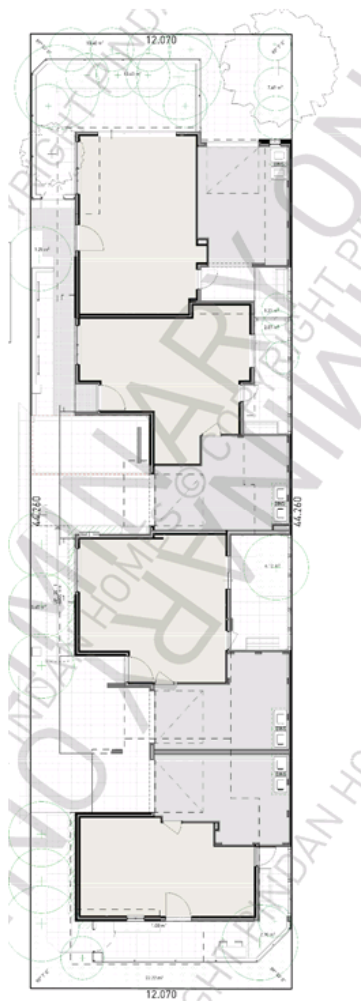


Figure 2 – 157 Loftus Street, Leederville Proposed Site



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## 2.0 IMPLEMENTATION SCHEDULE

To assist in achieving the sustainable best practice objectives of the SDA, the following ESD Implementation Schedule has been prepared to assist the Development Manager and project team. The project team may include but is not limited to:

- Development Manager (DM)
- Architect (Arch)
- ESD Consultant (ESD)
- Building Services Consultant (SC)
- Civil Services Consultant (CS)
- Waste Management Consultant (WM)
- Fire Engineer (FM)

Each Design Initiative is outlined in further detail in Section 3.0 Sustainable Initiatives.

<i>Design Initiative</i>	<i>Design Response</i>	<i>Responsibility</i>
<i>Building Commissioning</i>	Pre-commissioning and commissioning assuring key building services are designed, installed and operated in accordance with project requirements. Sign off provided by relevant trades.	DM
<i>Building Systems Tuning</i>	Builder / owner commit to a tuning process for all key building services (HVAC, HWS, Lighting) following practical completion and during defects liability period	DM
<i>Building Information</i>	Key building services (HVAC, HWS, Lighting) manuals provided to all building owners	DM
<i>Air Permeability Testing</i>	Air permeability rate of <7.5m3(h.m2)@50 to be achieved. Verified through post construction air permeability testing in accordance with ATTMA TSL1	DM
<i>Operation Waste</i>	Each unit is to be provided with: - Internal general waste plastic lined bins ≥20L - Internal commingled recycling bins ≥20L  General Waste and commingled recycling facilities are to be provided in accordance with local relevant authority	DM
<i>Entry of Outdoor Pollutants</i>	HVAC air intakes to be located in open space.	DM / Update on plans
<i>Maintenance &amp; Cleaning</i>	Mechanical Ventilation Systems will be designed / located to provide adequate access for maintenance, to both sides of all moisture / debris catching components, within the air distribution system	DM
<i>Exhaust Pollution</i>	Kitchen exhaust extraction to be in accordance with AS1668.2 2012	DM
<i>Acoustics</i>	All boundary walls between units to achieve a Rw value of ≥45	DM / Update on plans
<i>Low VOC Products</i>	≥ 95% of paints, adhesives, sealants (by volume) or carpets (by area) meet the total VOC limits specified in Appendix A.	DM / Update on plans



	Compliance with carpets will be met by complying with VOC limits outlined in Appendix A or use of a product certified under Product Certification Scheme found on <a href="http://new.gbca.org.au/product-certification-schemes/">http://new.gbca.org.au/product-certification-schemes/</a> or equivalent	
<i>Flicker Free Lighting</i>	All lighting to be flicker free (excludes garage)	DM
<i>Illuminance &amp; Glare Reduction</i>	- All downlights to have rated colour variation $\leq 3$ MacAdam Ellipses - Bare light sources are to be fitted with baffles, louvers, translucent diffusers, design or other means that obscures the direct light source from all viewing angles of the occupants.	SC
<i>Glare Reduction</i>	Internal solar blinds to all habitable windows provided by the builder or occupants	DM
<i>Surface Illuminance</i>	$\geq 95\%$ of ceilings to have a surface reflectance of $\geq 0.75$ (Matte flat white ceiling)	DM
<i>Localised Lighting Control</i>	- Sufficient power outlets to be provided for future task lights / lamps - Task lighting provided above Kitchen benches and bathroom vanities	DM/SC
<i>Internal Lighting</i>	- Lighting to have maximum wattage of 10% less than the maximum requirements of NCC Vol1 & Vol2 - Independent light switching to be provided to each room. In open plan living areas, each functional area must be separately switched.	DM/SC
<i>Energy Efficiency</i>	Refer to preliminary Section J / 3.12 report for specification	DM / Update on plans
<i>Energy Efficiency</i>	All heating and cooling to have the following coefficient of performance: E.E.R - $\geq 3.78$ C.O.P - $\geq 4.08$	DM / Update on plans
<i>Appliances</i>	All appliances in the unit at handover are to have a minimum Energy Star rating of 1-star below the maximum Energy Star rating available for that appliance type and capacity - Washing machine (if applicable) - Dishwasher	DM
<i>Metering</i>	Accessible metering is to be provided to each tenancy for all building energy and water consumption	DM
<i>Rainwater Re-use</i>	Rainwater tanks $\geq 1000\text{L}$ provided to each unit. Tank to be connected to upper roof space of each unit and plumed to $\geq 1$ toilet	DM
<i>Landscape Irrigation</i>	Water efficient landscaping is installed and if irrigation is required a drip or sub surface irrigation is installed	DM
<i>Urban Ecology</i>	A tap and floor waste is to be provided to each balcony to encourage the growth of plants	DM / Update on plans
<i>Water Efficiency</i>	Specify WELS fixtures in accordance with nominated WELS Star rating: - Taps: $\geq 5$ Star - Showers: $\geq 3$ Star ( $>4.5$ but $\leq 6.0$ flow rate) - Dishwashers: $\geq 4$ Star - WC: $\geq 5$ Star - Washing Machine: $\geq 4$ Star	DM / Update on plans
<i>Responsible Construction Practices</i>	- Primary contractor is ISO 14001 accredited	DM
<i>Responsible Construction Practices</i>	- A program / policy is implemented to ensure occupational health and safety / positive mental and physical health of key trades. The program should address areas such as: - Healthy eating	DM





	<ul style="list-style-type: none"> <li>- Reduce harmful alcohol and drug tobacco free living</li> <li>- Increase social cohesion, community and cultural participation</li> <li>- Understanding depression</li> <li>- Preventing violence and injury</li> <li>- Suicide prevention</li> <li>- Decrease psychological distress</li> </ul>	
Construction Waste Management	≥90% (by weight) of the waste generated during construction and demolition to be diverted from landfill. Dumping certificates to be provides.	DM
Structural Steel	If steel framing is used: ≥95% (by mass) of the buildings steel is sourced from a responsible steel maker. Steel maker has current ISO 14004 certification or is a member of a recognised environmental group / charter	DM
Timber	≥95% of structural / joinery timber (by cost) is from a certified forest certification scheme	DM
Hazardous Materials	A hazardous materials survey has or will be conducted of any existing buildings, structures in accordance with relevant Environmental and Occupational Health Standards. If asbestos, lead or PCBs are identified, they are to be removed and disposed of in accordance with best practice guidelines	DM
Active Transport Facilities	1 bicycle park to be provided for each unit	DM / Update on Plans
Sustainable Transport	Information on local public transport and bicycle networks to be provided to building occupants as part of handover package	DM
Light Pollution	All external luminaries to face the ground resulting in an upward output ratio of less than 5%	DM
Financial Transparency	Builder to disclose the additional cost associated with achieving sustainable objectives	Practical Completion

### 3.0 SUSTAINABLE INITIATIVES

The following sections outline the sustainable initiatives and design responses that will be incorporated into the design, construction and operation of the proposed development. In addition, this section outlines applicable benchmark standards and the equivalent points achieve under Green Star Design & As Built V1.3.

For the purpose of this report the nominated area is considered all areas a person is expected to work or remain for an extended period of time.

#### MANAGEMENT

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Suitable Professional</i>	GBCA 1.0	Design team has engaged a suitably qualified professional to provide advice, support and information related to the sustainable principles, structure, timing and process, at all stages of the project, leading to successful implementation of the SDA	1



<i>Preliminary Modelling</i>	BESS 2.2	Preliminary energy modelling has been undertaken on all thermally unique dwellings	1
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**COMMISSION & TUNING**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Building Commissioning</i>	GBCA 2.2	Pre-commissioning and commissioning assuring key building services are designed, installed and operated in accordance with project requirements. Sign off provided by relevant trades.	1
<i>Air Permeability Testing</i>	GBCA 2.2	Post construction air permeability testing to be completed by Living Building Solutions or suitable qualified consultant in accordance with ATTMA TSL1. Air permeability rate of <7.5m3(h.m2)@50 to be achieved	1
<i>Building Systems Tuning</i>	GBCA 2.3	Following practical completion and during defects liability period the owner / client commit to a tuning process for all key building services	1
<i>Building Information</i>	GBCA 4.0	Operation and Maintenance Manuals for key building services to be provided to all owners.	1

**OPERATIONAL WASTE**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Operational Waste</i>	BESS WAS 2.2	<ul style="list-style-type: none"> <li>- Waste recycling facilities to be as conveniently located as those for general waste</li> <li>- All waste streams are to be separated and clearly identified through adequate signage</li> <li>- General Waste and commingled recycling facilities are to be provided in accordance with local relevant authority</li> <li>- Each unit is to be provided with general waste plastic lined bins ≥20L</li> <li>- Each unit is to be provided with commingled recycling bins ≥20L</li> </ul>	1

**INDOOR ENVIRONMENT QUALITY**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Entry of Outdoor Pollutants</i>	GBCA 9.1	Building ventilation systems to be designed with minimum separation distances between pollution sources and outdoor air intakes. Designed in accordance with ASHRAE Standard 62.1:2013: -Intake located in open space	1



Maintenance & Cleaning	GBCA 9.1.1	Mechanical Ventilation Systems will be designed / located to provide adequate access for maintenance, to both sides of all moisture / debris catching components, within the air distribution system	-
Provision for Outdoor Air	GBCA 9.2	All units are naturally ventilated and exceed the following requirements: -Health & Amenity NCC 2016 3.8 -Natural Ventilation NCC 2016 3.12.4	2
Exhausting Pollutants	GBCA 9.3B	All kitchens or designated cooking areas to be ventilated in accordance with AS1668.2:2012.	1
Acoustic Separation	GBCA 10.3A	Partition walls between units to achieve a Rw value of $\geq 45$	1
Daylight	GBCA 12.1	Daylight modelling demonstrates that $\geq 60\%$ of the nominated area achieves a daylight factor of at least 2.0%. Refer to separate Daylight report	2
External Views	GBCA 12.2	$\geq 60\%$ of the nominated floor area has a clear line of sight to a high quality external view	1
Low VOC Products	GBCA 13.1	$\geq 95\%$ of paints, adhesives, sealants (by volume) or carpets (by area) meet the total VOC limits specified in Appendix A. Compliance with carpets will be met by complying with VOC limits outlines in Appendix A or use of a product certified under Product Certification Scheme found on <a href="http://new.gbca.org.au/product-certification-schemes/">http://new.gbca.org.au/product-certification-schemes/</a> or equivalent	1
Engineered Wood Products	GBCA 13.2	No new engineered wood products are used in the proposed dwellings. This excludes timber veneers	1
Flicker Free Lighting	GBCA 11.0	All lighting in the nominated area to be flicker free (excludes garage)	-
Illuminance & Glare Reduction	GBCA 11.1	- The lighting design includes or permits general fixed lighting that provides good maintained illuminance values for the entire room - All downlights to have rated colour variation $\leq 3$ MacAdam Ellipses - Bare light sources are to be fitted with baffles, louvers, translucent diffusers, design or other means that obscures the direct light source from all viewing angles of the occupants.	1
Glare Reduction	GBCA 12.0B	Internal solar blinds to all habitable windows provided by the builder or occupants	1
Surface Illuminance	GBCA 11.2	$\geq 95\%$ of ceilings within the nominated area to have a surface reflectance of $\geq 0.75$ (Matte flat white ceiling)	1
Localised Lighting Control	GBCA 11.3	- Sufficient power outlets to be provided for future task lights / lamps - Task lighting provided above Kitchen benches and bathroom vanities	1
Solar Control	Best Practice / P1.8.3	The combination of external fixed shading, louvres and internal solar blinds has been incorporated into the design to minimise the impacts of unwanted heat gain and glare on building occupants	-



## ENERGY EFFICIENCY

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Energy Consumption Reduction</i>	GBCA 15E	On average, the proposed designs results in an energy consumption reduction of 17% when compared to a minimum compliance in accordance NCC Vol 1 and Vol 2. 2016	3.60
<i>Greenhouse Gas Emissions Reduction</i>	GBCA 15E	The proposed design results in a Greenhouse Gas Emission reduction of 32% when the building fabric, glazing and HVAC is compared to a Benchmark Building. The Benchmark Building represents a 10% improvement on the Reference Building. - HVAC system based on Daikin L-Series system: E.E.R - $\geq 3.78$ C.O.P - $\geq 4.08$	5.14
<i>Internal Lighting</i>	GBCA 15B	-Lighting to have maximum wattage of 10% less than the maximum requirements of NCC Vol 1 and Vol 2 2016 -Independent light switching to be provided to each room. In open plan living areas, each functional area must be separately switched.	1
<i>Domestic Hot Water</i>	GBCA15B	Primary hot water service is instantaneous gas	0.5
<i>Appliances &amp; Equipment</i>	GBCA 15B	All appliances in the unit at handover are to have a minimum Energy Star rating of 1-star below the maximum Energy Star rating available for that appliance type and capacity - Washing machine (if applicable) - Dishwasher	1
<i>Metering</i>	GBCA 6.0	Accessible metering is to be provided to each tenancy for all building energy and water consumption	1



**WATER / STORMWATER**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Sanitary Fixture Efficiency</i>	GBCA 18B.1	All fixtures and fittings to be WELS fixtures in accordance with nominated WELS Star rating: - Taps: ≥ 5 Star - Showers: ≥ 3 Star (>4.5 but ≤ 6.0 flow rate) - Dishwashers: ≥ 4 Star - WC: ≥ 4 Star - Washing Machine: ≥ 4 Star	1
<i>Rainwater Re-use</i>	GBCA 18B.2	Rainwater tanks ≥ 1000L provided to each unit. Tank to be connected to upper roof space of each unit and plumed to ≥ 1 toilet	1
<i>Heat Rejection</i>	GBCA 18B.3	HVAC System to use air cooled condenser components	2
<i>Landscape Irrigation</i>	GBCA 18B.4	Water efficient landscaping is to be installed and if irrigation is required a drip or sub surface irrigation is installed	1
<i>Fire Protection System</i>	GBCA 18B.5	No water sourced fire protection systems required	1



**MATERIALS / CONSTRUCTION**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Structural Steel</i>	GBCA20.1	If steel framing is used: ≥95% (by mass) of the buildings steel is sourced from a responsible steel maker. Steel maker has current ISO 14004 certification or is a member of a recognised environmental group / charter	1
<i>Timber</i>	GBCA20.2	≥95% of structural / joinery timber (by cost) is from a certified forest certification scheme	1
<i>Construction Waste</i>	GBCA 22B	≥90% (by weight) of the waste generated during construction and demolition will be diverted from landfill	1
<i>Responsible Construction Practices</i>	GBCA 7.0	An Environmental Management Plan and Environmental Management System to be developed in accordance with NSW Environmental Management Systems; or primary contractor is ISO 14001 accredited	1
<i>High Quality Staff Support</i>	GBCA 7.2	A program / policy is implemented to ensure occupational health and safety / positive mental and physical health. The program should address areas such as: - Healthy eating - Reduce harmful alcohol and drug tobacco free living - Increase social cohesion, community and cultural participation - Understanding depression - Preventing violence and injury - Suicide prevention - Decrease psychological distress	1









## LAND USE &amp; URBAN ECOLOGY

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Endangered, Threatened &amp; Vulnerable Species Re-use Land</i>	GBCA 23.0	No critically endangered, endangered, vulnerable species, or ecological communities were present on the site at the time of purchase or contract	
	GBCA 24.1	The proposed site was previously developed as a detached Class 1 dwelling	1
<i>Hazardous Materials</i>	GBCA 24.2B	A hazardous materials survey has or will be conducted of any existing buildings, structures in accordance with relevant Environmental and Occupational Health Standards. If asbestos, lead or PCBs are identified, they are to be removed and disposed of in accordance with best practice guidelines	1

## TRANSPORT

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Access to Public Transport</i>	GBCA 17B	The proposed development in close proximity to a variety of public transport and achieves 16.7% under Green Star Design & As Built Access by Public Transport	3
<i>Active Transport Facilities</i>	GBCA 17B.4	1 bicycle park to be provided for each unit	1
<i>Walkability</i>	GBCA 17B.5	The proposed development achieves: - Walk Score – Very Walkable (78) - Transit Score – Good Transit (56) Commute to Downtown Perth:  5min  22min  11min  39+min	1



**EMISSIONS**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>Light Pollution</i>	GBCA 27.1	All external luminaries to face the ground resulting in an upward output ratio of less than 5%	1
<i>Microbial Control</i>	GBCA 28.0	All building cooling heat rejection systems to not use or contain water	1

**INNOVATION**

<i>Design Requirement</i>	<i>Standard</i>	<i>Design Response</i>	<i>Points</i>
<i>ISO 14001 Certification</i>	International Best Practice	Primary contractor is ISO 14001 accredited	1
<i>Urban Ecology</i>	BESS	A tap and floor waste is provided to each balcony to encourage the growth of plants	1
<i>Vegetation</i>	BESS Urban Ecology 2.1	Vegetated areas are provided that serve the amenity and environmental performance of the development. An area of $\geq 15\%$ of the total development area will be dedicated to on-site vegetation	1
<i>Potable Water Reduction</i>	InSite Water Best Practice	The combination of efficient fixtures / fittings and rainwater harvesting results in a 44.7% reduction in potable water use	2
<i>Financial Transparency</i>	Best Practice	Builder to disclose the additional cost associated with achieving sustainable objectives	1
<i>Sustainable Materials</i>	Best Practice	Consideration has been given to the choice of materials during the design phase: - Concrete has been specified to some of the structure, whilst this contains a high level of embodied energy it has a positive impact on the passive design / operational performance. This is demonstrated in the preliminary JV3 results - Steel roof sheets specified in the design also has high embodied energy but is easily recyclable at the end of buildings life cycle - Any timber used in the design will generally be sourced from sustainably managed plantations.	1
<i>Maintenance / Durability</i>	Best Practice	Durable low maintenance building fabric materials (aluminium windows, steel sheet, concrete) have been specified to reduce to need for maintenance / replacement during lifecycle of the building	1
<i>Transport</i>	Best Practice	Information on local public transport and bicycle networks to be provided to building occupants as part of handover package	1



## 4.0 CONCLUSION

If the content of this document and supporting documentation are followed the proposed development will achieve the key objectives of the Green Building Policy and have the equivalent performance to a 5 Star Green Star Development.

The contents of this document should be read in conjunction with the following supporting documentation:

- Preliminary Energy Results
- Daylight Report



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## 5.0 APPENDIX A

Compliance with Low VOC products is met the product meets the requirements of Table 3 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 2 - Max TVOC Limits for Paints, Adhesive and Sealants

<b>Product Category</b>	<b>Max TVOC content in grams per litre of ready to use product</b>
General purpose adhesives and sealants	50
Interior wall and ceiling paint, all sheen levels	16
Interior wall and ceiling paint, all sheen levels	75
Primers, sealers and prep coats	65
One and two pack performance coatings for floors	140
Acoustic sealants, architectural sealant, waterproofing membranes and sealant, fire retardant sealants and adhesives	250
Structural glazing adhesive, wood flooring and laminate adhesives and sealants	100

Compliance with Carpets is met by demonstrating the carpet meets the requirements of Table 4 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 3 - Carpet Test Standards and TVOC Emissions Limit

<b>Compliance Option</b>	<b>Test Protocol</b>	<b>Limit</b>
ASTM D5116	ASTM D5116 - Total VOC limit*	0.5mg/m2 per Hour
	ASTM D5116 - 4-PC (4-Phenylcyclohexene)*	0.05mg/m2 per Hour
ISO 16000 / EN 13419	ISO 16000 / EN 13419 - TVOC at three days	0.5 mg/m2 per hour



ISO 10580 / ISO/TC 219 (Document N238)

ISO 10580 / ISO/TC 219 (Document N238) - TVOC at 24 hours

0.5 mg/m<sup>2</sup> per hour

\* Both limits should be met when testing against ASTM D5116

Compliance with engineered wood products is met by demonstrating the product meets the requirements of Table 5 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 4 - Formaldehyde Emission Limit Values for Engineered Wood Products

Test Protocol	Emission Limit / Unit of Measure
S/NZS 2269:2004, testing procedure AS/NZS 2098.11:2005 method 10 for Plywood	≤1mg/ L
AS/NZS 1859.1:2004 - Particle Board, with use of testing procedure AS/NZS 4266.16:2004 method 16	≤1.5 mg/L
AS/NZS 1859.2:2004 - MDF, with use of testing procedure AS/NZS 4266.16:2004 method 16	≤1mg/ L
AS/NZS 4357.4 - Laminated Veneer Lumber (LVL)	≤1mg/ L
Japanese Agricultural Standard MAFF Notification No.701 Appendix Clause 3 (11) - LVL	≤1mg/ L
JIS A 5908:2003- Particle Board and Plywood, with use of testing procedure JIS A 1460	≤1mg/ L
JIS A 5905:2003 - MDF, with use of testing procedure JIS A 1460	≤1mg/ L
JIS A1901 (not applicable to Plywood, applicable to high pressure laminates and compact laminates)	≤0.1 mg/m <sup>2</sup> hr*
ASTM D5116 (applicable to high pressure laminates and compact laminates)	ASTM D5116 (applicable to high pressure laminates and compact laminates)
ISO 16000 part 9, 10 and 11 (also known as EN 13419), applicable to high pressure laminates and compact laminates	≤0.1 mg/m <sup>2</sup> hr (at 3 days)
ASTM D6007	≤0.12mg/m <sup>3</sup> **
ASTM E1333	≤0.12mg/m <sup>3</sup> ***
EN 717-1 (also known as DIN EN 717-1)	≤0.12mg/m <sup>3</sup>
EN 717-2 (also known as DIN EN 717-2)	≤3.5mg/m <sup>2</sup> hr

\*mg/m<sup>2</sup>hr may also be represented as mg/m<sup>2</sup>/hr.

\*\*The test report must confirm that the conditions of Table 3 comply for the particular wood product type, the final results must be presented in EN 717-1 equivalent (as presented in the table) using the correlation ratio of 0.98.

\*\*\*The final results must be presented in EN 717-1 equivalent (as presented in the table), using the correlation ratio of 0.98.





P 0428 468 009  
PO Box 3061  
Port Adelaide SA 5015

[info@livingbuildingsolutions.com.au](mailto:info@livingbuildingsolutions.com.au)

ABN: 66 619 063 633

**LBS REFERENCE NUMBER**  
LBS\_614

**DATE**  
31/08/2018

## DAYLIGHT MODELLING REPORT

**PROJECT NAME**  
Proposed Townhouse Development

**PROJECT ADDRESS**  
Lot 17 (157) Loftus Street, Leederville WA 6007

**BUILDING CLASS**  
Class 2

**CLIMATE ZONE**  
5

**REPORT COMMISSIONED BY**  
Pindan Homes

**ON BEHALF OF**  
Kentville Holdings Pty Ltd

**CLIENT REFERENCE NUMBER**  
180704



DESIGN | CONSULT | CONSTRUCT

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## INTRODUCTION

The proposed development is located within a transit corridor within the City of Vincent, meaning the development must be designed and constructed in accordance with the City's Policy 7.1.1 Built Form – P1.8 – Environmentally Sustainable Design. P1.8 outlines that the development must:

- P1.8.1 It maximises passive solar heating, cooling, natural ventilation and light penetration to reduce energy consumption;
- P1.8.2 It is capable of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.
- P1.8.3 Climate moderation devices can be incorporated to reduce passive solar gain in summer and increase passive solar gain in winter.
- P1.8.4 That it is capable of achieving one of the environmental performance ratings shown in the below:
  - Green Star 5 Star; or
  - Life Cycle Assessment; or
  - Equivalent rating system

Living Building Solutions (LBS) has proposed to assess the proposed development using a Sustainable Design Assessment that is deemed equivalent to P1.8.4. The SDA demonstrates that the development has been designed to achieve ESD outcomes which are equivalent to a 5 Star Green Star Building under the Green Star Design & As Built V1.3 Tool.

## COMPLIANCE SUMMARY

The proposed development has been assessed using the prescribed Green Star Daylight Modelling Methodology: *12.1B Compliance Using Daylight Factor* to determine compliance with the Visual Comfort Credit **12.1 – Daylight**.

Compliance with Visual Comfort Credit 12.1 – Daylight is achieved where it is demonstrated that >40% of the nominated floor area achieves a daylight factor of at least 2%. Points are awarded as follows:

- >40% of nominated floor area achieves daylight factor of 2% (**1 point**)
- >60% of nominated floor area achieves daylight factor of 2% (**2 points**)

***-The proposed development achieves 90% of the nominated floor area meeting the minimum 2% daylight factor and is awarded 2 points.***

## CALCULATION METHODOLOGY

The results were calculated using the DesignBuilder Radiance simulation engine which provides a detailed multi-zone physics-based calculation of illumination levels on the working planes of the building. The calculations allow light to be transmitted through exterior and interior windows and the shading and reflective effect of local shading devices and component/assembly blocks is included.

The modelling is based on the attached architectural drawings and the following assumptions:

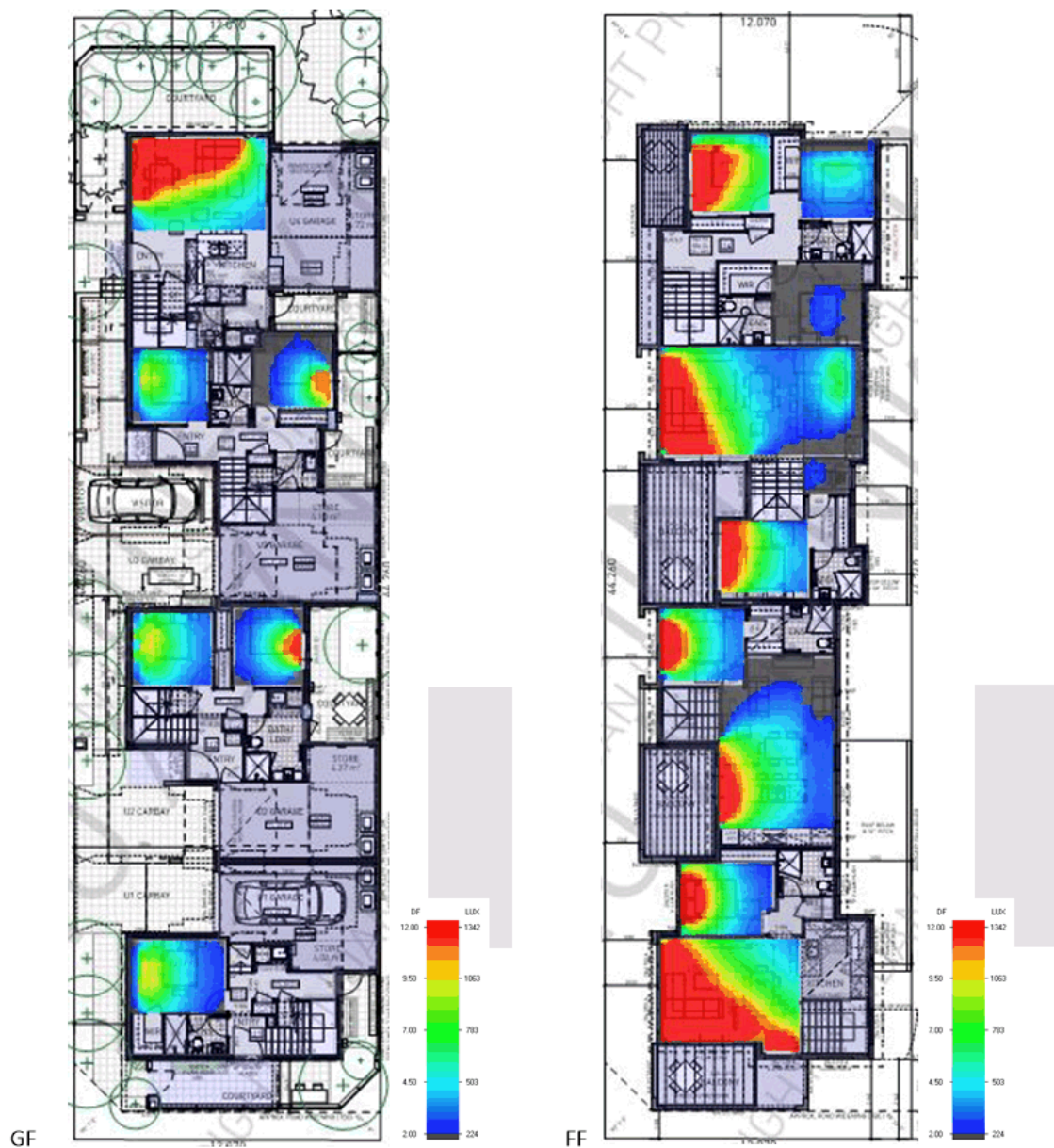
- Glazing visible light transmittance(VLT) of 60% (Clear/Low-E single glazing)
- Floor surface reflectance of 35%
- Internal wall surface reflectance of 70%
- Internal ceiling surface reflectance of 80%



- Working plane nominated as finished floor level
- No significant overshadowing elements
- CIE Overcast Day
- Modelling grid area of 0.1m x 0.1m
- Perimeter margin of 0.01m
- Perth (IWEC2) location/weather file

Daylight Factor is defined as the ratio of internal horizontal illuminance to external global horizontal illuminance. It represents the proportion of available external light which illuminates a given point inside the building.

## MODELLING OUTPUT



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## SIMULATION SUMMARY

The proposed development has been assessed against the Green Star Visual Comfort Credit 12.1 – Daylight and 90% of the nominated floor area meets the minimum 2% daylight factor, achieving 2 Points.

LEVEL	AREA TYPE	FLOOR AREA (m <sup>2</sup> )	% FLOOR AREA ABOVE 2.0% DF
GROUND	LIVING/BED	67	94
FIRST	LIVING/BED	147	86
		<b>214</b>	<b>90</b>

DF = Daylight Factor

## CONCLUSION

The results of the analysis demonstrate the Green Star requirements for Visual Comfort Credit 12.1 – Daylight have been satisfied.

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## PRELIMINARY SECTION J & 3.12 RESULTS

P [REDACTED]  
 P [REDACTED]  
 PO Box 3061  
 Port Adelaide SA 5015

ABN: 66 619 063 633

**PROJECT ADDRESS:** 4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007

**BUILDING CLASS:** Class 1 / 2

**CLIMATE ZONE:** 5

**REPORT COMMISSIONED BY:** Pindan Homes

**CLIENT REFERENCE NUMBER:** Loftus

### Unit 1 -4

#### Base Specification

<b>Plans</b>	Construction as per plans
<b>Insulation</b>	R5.0 insulation to all roofs Reflective foil to roof space of upper level No cavity insulation to heavy weight walls R2.0 insulation to lightweight highlight walls
<b>Glazing</b>	Jason aluminium single glazed windows
<b>Sealing</b>	All exhaust fans are sealed to outside air and / or roof space
<b>Services</b>	If installed, all down lights are a sealed IC rated LED system

Unit No.	Specification Upgrades Required
<b>Unit 1</b>	- Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls)
<b>Unit 2</b>	- Aircell Permican to external walls of Ktn, Dining, Living (excluding boundary walls)
<b>Unit 3</b>	- Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls) - Jason aluminium SP10 (Low-E) to all glazing
<b>Unit 4</b>	- Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls) - Jason aluminium SP10 (Low-E) to Entry 28x1140, Dining 28x2410, Living 28x3610, Courtyard 28x940, Stair 28xSPA, Balcony 28x840, Bed3 28x2410, Bed1 9 x 2010 - ≥1200mm ceiling fan to Ktn, Living, Dining



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Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. With reference to Condition 5, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
3. With reference to Condition 3, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.
4. Prior to the first occupation of the development, the ROW widening area from Austin Lane to the full extent of proposed Unit 4 of the development Lot, shall be sealed and drained in accordance with the City's specification, at the full cost of the developer.
5. An Infrastructure Protection Bond for the sum of \$5,000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
6. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City.
7. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
8. With reference to Condition 1, the City encourages landscaping methods and species selection which do not rely on reticulation.
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate.
10. Any additional property numbering to the abovementioned address which results from this application will be allocated by the City of Vincent. The applicant is requested to liaise with the City in this regard during the building permit process.
11. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site.
12. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



<b>9.6</b>	<b>NO. 5 (LOT: 14; D/P: 1149) SCOTT STREET, LEEDERVILLE - TWO GROUPED DWELLINGS</b>
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**TRIM Ref:** D18/159387

**Authors:** Clair Morrison, Urban Planner  
Mitchell Hoad, Senior Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions [↓](#) 

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for two Grouped Dwellings at No. 5 (Lot: 14; D/P: 1149) Scott Street, Leederville, in accordance with the plans provided in Attachment 2, for the following reason:

1. The development does not satisfy the design principles of Clause 5.4.2 (Solar Access for Adjoining Sites) as it will result in the overshadowing of major openings to the existing dwelling on the abutting No. 3 Scott Street.

#### PURPOSE OF REPORT:

To consider an application for development approval for two grouped dwellings at No. 5 Scott Street, Leederville.

#### PROPOSAL:

The application proposes two two-storey grouped dwellings in a battle-axe configuration, with primary access from Scott Street.

#### BACKGROUND:

<b>Landowner:</b>	Colin Carson
<b>Applicant:</b>	Tascone Design
<b>Date of Application:</b>	22 August 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R30
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Vacant
<b>Proposed Use Class:</b>	Dwelling (Group)
<b>Lot Area:</b>	607m <sup>2</sup>
<b>Right of Way (ROW):</b>	No.
<b>Heritage List:</b>	No.

The subject site is as shown on the location plan included as **Attachment 1** and comprises a vacant lot which has been cleared and levelled in preparation for development. The subject site is bound by Scott Street to the east, grouped dwellings to the north and south and a single house to the west. Scott Street and the broader area surrounding the subject site is characterised by one and two-storey single, grouped and multiple dwellings.

The subject site and the adjacent lot, No. 7 Scott Street, share a driveway through an access easement on the Certificate of Titles and Deposited Plans. This access easement effectively restricts the manner in which the site can be developed.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the LPS2, the Built Form Policy and the R Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Street Setback		✓
Front Fence	✓	
Building Setbacks/Boundary Wall	✓	
Building Height/Storeys	✓	
Open Space	✓	
Outdoor Living Areas		✓
Landscaping (R Codes)	✓	
Privacy	✓	
Parking & Access	✓	
Bicycle Facilities	✓	
Solar Access		✓
Site Works/Retaining Walls	✓	
Essential Facilities	✓	
External Fixtures	✓	
Surveillance	✓	

**Detailed Assessment**

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Street Setback	
Deemed-to-Comply Standard	Proposal
<b>Built Form Policy Clause 5.2 Street Setback</b>	
Average of five adjoining properties: 5.98 metres	3.0 metres
Outdoor Living Areas	
Deemed-to-Comply Standard	Proposal
<b>R Codes Clause 5.3.1 Outdoor Living Areas</b>	
Not located within the front setback area	Located within the front setback area
Solar Access	
Deemed-to-Comply Standard	Proposal
<b>R Codes Clause 5.4.2 Solar Access for Adjoining Sites</b>	
Maximum overshadowing of 35 percent	41.6 percent

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

**CONSULTATION/ADVERTISING:**

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, for a period of 14 days commencing on 28 September 2018 and concluding on 11 October 2018. Community consultation was undertaken by means of written notification being sent to surrounding landowners, as shown in **Attachment 1** and a notice on the City's website.

The City received eight submissions: one in support; one expressing concern; and six objecting to the proposal. The submissions received presented concerns relating to overshadowing, visual privacy and the design of the dwellings. A summary of submissions received and Administration's response to these is included as **Attachment 3**.

Following the first consultation period, the applicant sought to respond to the objections through the submissions of amended plans, which involved the following modifications:

- Increased street setback of dwelling line from 4.4 metres to 5.2 metres and amended façade design;
- Increased canopy cover; and
- Re-design of Unit 2 to allow for winter sun to access the southern adjoining dwelling's ground floor living room window.

Administration subsequently provided the amended plans to the submitters who raised objections to the proposal to allow them to provide feedback on the amended plans. Administration did not receive any submissions which raised new concerns. Feedback was provided which reiterated previous concerns received, including:

- Concerns regarding the impact of visual privacy on the property at the rear of the subject site;
- It is noted that the amended plans now allow winter sun into the highlight window on the upper floor of the rear dwelling on the adjoining property to the south (No. 3A), however, there remains concerns around winter sun being restricted to the downstairs living and outdoor living area; and
- The solar access to the front dwelling of the adjoining property to the south (No. 3) remains impacted as a result of the proposal.

#### **Design Review Panel (DRP):**

Referred to DRP: Yes

Administration referred the proposed development plans to the Chair of the DRP for comment in relation to the street setback and front elevation. The Chair of the DRP was of the opinion that the proposed street setback provides a rhythm along the streetscape, and an appropriate transition between the setbacks on either side of the subject site.

#### **LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

#### **Delegation to Determine Applications:**

This matter is being referred to Council as the development application received more than five objections during community consultation, in accordance with the City's Delegated Authority Register 2018 – 2019.

#### **RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

##### "Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Street Setback

The applicant proposes a street setback of 3.0 metres, in lieu of the deemed-to-comply 5.98 metres. The existing setbacks for the dwellings on the abutting properties are as follows:

- No. 1 Scott Street – 6.4 metre street setback;
- No. 3 Scott Street (immediately south of the subject site) – 6.7 metre street setback;
- No. 7 Scott Street (immediately north of the subject site) – 2.52 metre street setback;
- No. 9 Scott Street – 7.5 metre street setback; and
- No. 11 Scott Street – 6.8 metre street setback.

In addition to these properties:

- The developments on the northern and southern ends of the street block have nil setbacks to Scott Street which is the secondary street frontage for each of these properties.
- The setbacks along the opposite side of Scott Street range from 4.4 metres (being 10 Scott Street) to 9.1 metres (being 4 Scott Street).

Whilst the above have not been calculated toward the deemed-to-comply street setback, the street block does provide an inconsistent streetscape.

In considering the proposed street setback relative to the applicable Design Principles and Local Housing Objective, the following is relevant:

- The 3.0 meters setback is to the proposed balcony, which occupies only 40 percent of the front and is relatively open and does contribute significant building bulk;
- The dwelling line (being the main portion of the building excluding the balcony), is setback 5.18 meters from the street;
- Compared to the equivalent components on the abutting No. 7, the proposed balcony has a 0.5 meter greater setback and the proposed main portion of the building has a 2.2 meters greater setback. The subject proposal provides a reasonable transition between the 2.52 metre setback to the north and 6.7 metre setback to the south;
- The street setback allows for adequate privacy and open space for both dwellings and allows adequate space for the provision of the required parking and landscaping requirements and all essential facilities and utilities;
- The provision of the balcony and courtyard within the front setback area provides for additional street surveillance, contributing to a safer public realm;
- Given the amount of deep soil area located within the front setback area, the proposed landscape plan is intended to provide tree planting to mitigate the impact of building bulk on the street;
- The proposed façade presents a number of materials, including varying shades of grey render, red face brick work and extensive glazing. These materials are consistent with the streetscape and assist in mitigating the impact of building bulk when viewed from the street;
- The garages are located behind the front dwelling, reducing bulk from garage doors as viewed from the street; and
- As detailed earlier in the report, Scott Street accommodated a varied streetscape, with setbacks ranging from nil to over 7.0 meters.

The application satisfies the design principles relating to Street Setback and is supported.

### Solar Access

The applicant proposes a total of 41 percent overshadowing onto the parent lot of the southern adjoining lot, in lieu of the deemed-to-comply 35 percent.

The property is orientated east-west, which will inevitably result in some overshadowing regardless of the resultant development on-site. For example, the overshadowing cast by a standard 1.8 metre high fence is approximately 129.2 square metres or 21.2 percent of the southern adjoining lot. With respect to the design principles, the proposed development:

- Would not result in any overshadowing onto the roof space of either dwelling to the south of the subject site (No's. 3 and 3A) and appropriately takes into account the existing road mounted solar collectors;
- Results in overshadowing to the northern facing major openings of No. 3 Scott Street at midday on 21 June of each year;
- Does not restrict sunlight into the ground-floor, north-facing highlight windows of No. 3A Scott Street, due to the height of those windows; and
- Appropriately responds to the outdoor living areas of both dwellings to the south and restricts only a very small amount of sun into those areas.

Whilst largely acceptable from a solar access perspective, the proposal does not satisfy the design principles of the R Codes as it does not protect solar access for the north facing major openings of the abutting No. 3 Scott Street.

### Outdoor Living Area

The applicant proposes an outdoor living area for Unit 1 in the street setback area, in lieu of the deemed-to-comply provision of the R Codes requiring the outdoor living area to be located behind the street setback area.

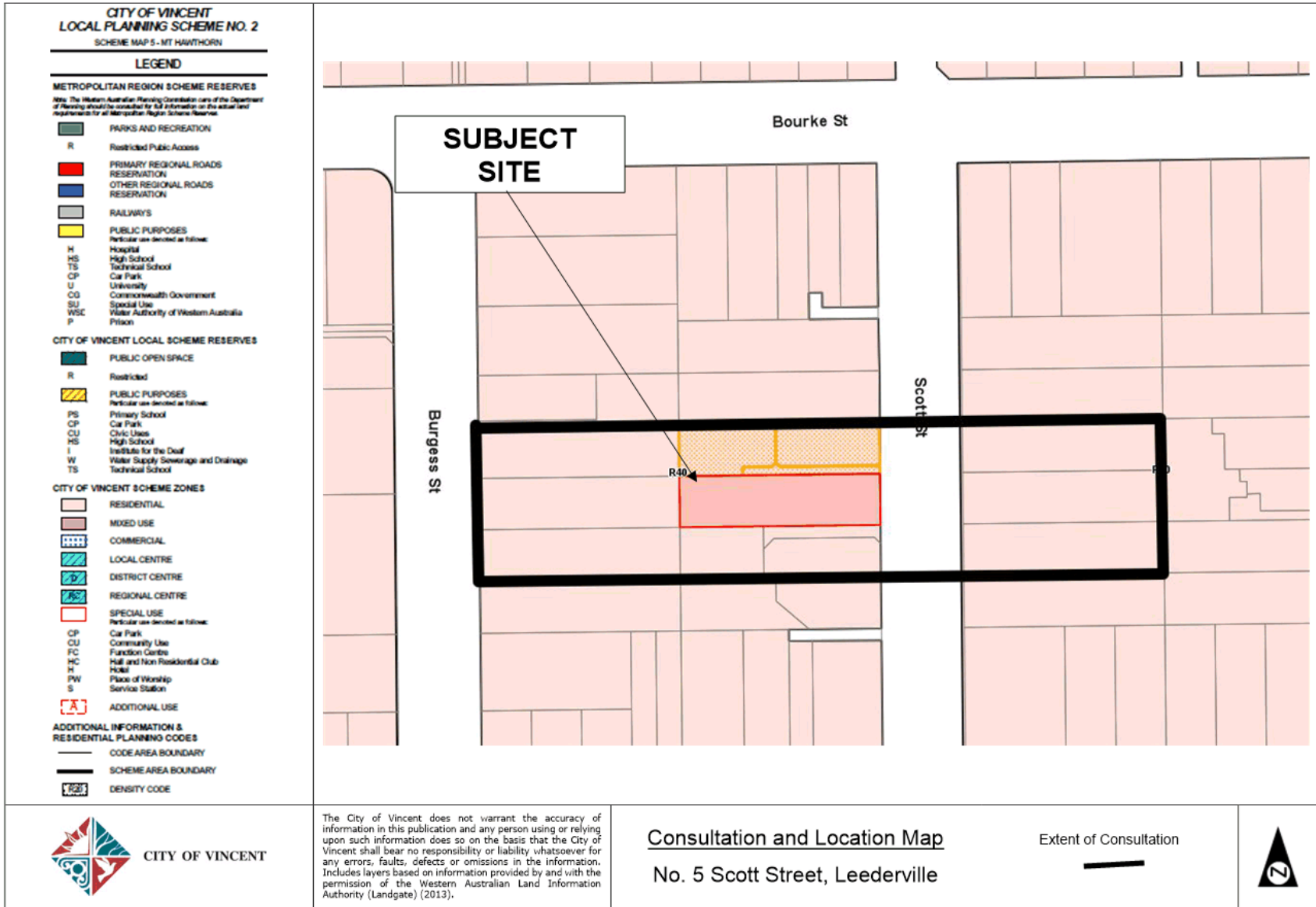
Both outdoor living areas, including the courtyard and balcony, are capable of being used in conjunction with habitable rooms. All outdoor living areas have been designed to make optimum use of the northern aspect of the site and are open to winter sun and ventilation. The outdoor living areas within the street setback area allows for additional passive surveillance over the public realm. The proposed outdoor living areas are consistent with the design principles of the R Codes and are supported.

### Landscaping

Administration have calculated that the proposal provides 92 square metres, or 15 percent, deep soil zone. Based on the indicative landscaping plan, the site is able to provide 30 percent canopy cover. The proposal complies with the deemed-to-comply requirements set out in the Built Form Policy, although a detailed landscaping plan is required to confirm the acceptability of the tree species and the reticulation details. Should the application be approved, it is recommended that a condition be imposed that a Landscape and Reticulation Plan is submitted and approved prior to completion of the development.

### Conclusion

The proposal requires Council to exercise its discretion in relation to the proposed development. The proposed dwellings present a façade that draws on design elements, colours and materials of the existing streetscape. The street setback allows for adequate outdoor living area and provision of landscaping, which mitigates the impact of building bulk when viewed from the street and neighbouring properties. However the extent of overshadowing will restrict access to natural light of the ground floor living areas of the adjoining dwelling. It is recommended that the application be refused for this reason.







 <p><b>COTTAGE &amp; ENGINEERING SURVEYS</b></p> <p>— Licensed Surveyors — (C)</p>	87-89 Guthrie Street, Osborne Park, Western Australia Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998 Email : perth@cottage.com.au Website: www.cottage.com.au	<b>Builder : Dale Alcock Homes Pty Ltd</b> <b>CLIENT : Carson</b> <b>LOT 14 #5 Scott Street, Leederville</b>	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>OLD AREA</b> </div>
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**⚠️ DISCLAIMER:**  
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

**DISCLAIMER:** Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

**DISCLAIMER:**  
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

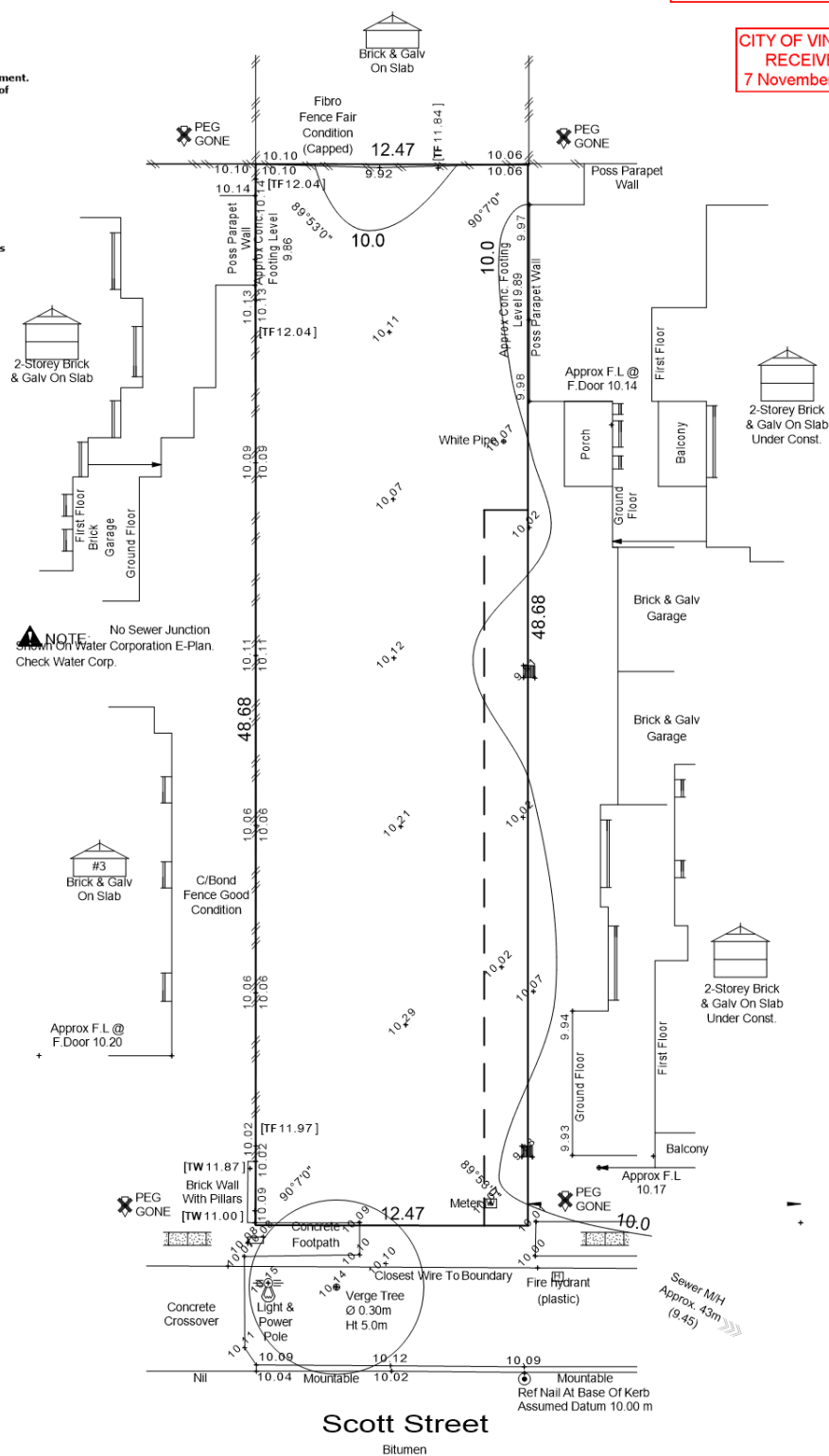
**design work.**  
**DISCLAIMER:**  
 Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.

**LOT MISCLOSE**  
0.000 m

**SOIL DESCRIPTION**  
Sand  
Light Grass Cover



**NOTE:** No Sewer Junction  
Shown On Water Corporation E-Plan  
Check Water Corp.



 NOTE/BEWARE: ADVISE TRADES  
O/Head power lines

Scale 1:200

## Amended Pla

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**COTTAGE & ENGINEERING SURVEYS**  
Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia  
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998  
Email: perth@cottage.com.au Website: www.cottage.com.au

Builder : Dale Alcock Homes Pty Ltd  
CLIENT : Carson  
LOT 14 #5 Scott Street, Leederville

OLD AREA

SEC Dome	
Power Pole	
Phone Pits	
Water Conn.	
Top Pillar/Post	
Top Wall	
Top Retaining	
Top Fence	

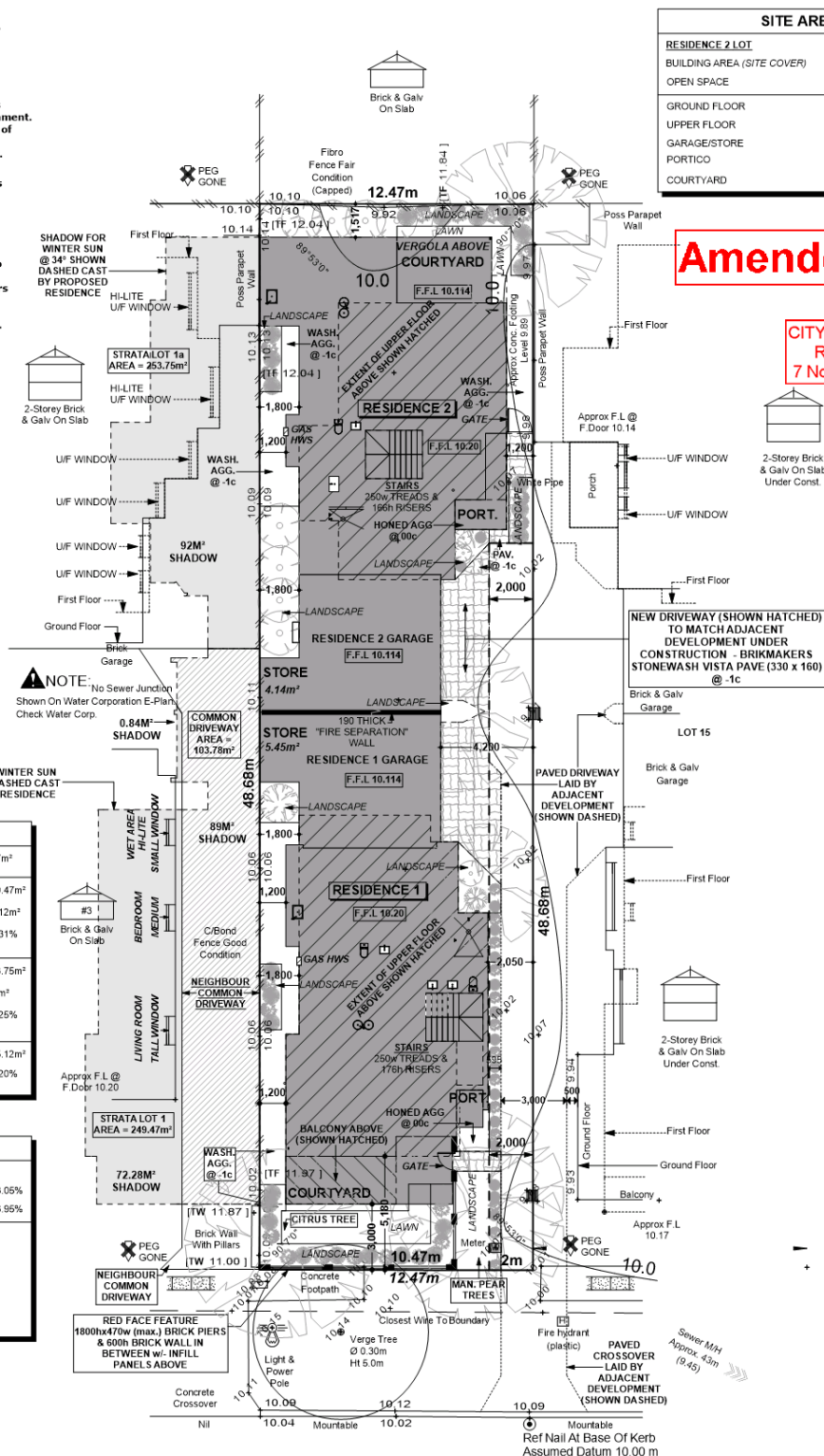
Plan1149

J/N: 435657 DATE: 02 May 18 SCALE: 1:200 DRAWN: M. Bateman

**DISCLAIMER:**  
of boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.  
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**LOT MISCLOSE**  
0.000 m

**SOIL DESCRIPTION**  
Sand  
Light Grass Cover



Scott Street  
Bitumen



**PROPOSED SITE PLAN**  
SCALE 1:200

PAGE 2 OF 7

## DISCLAIMER NOTE

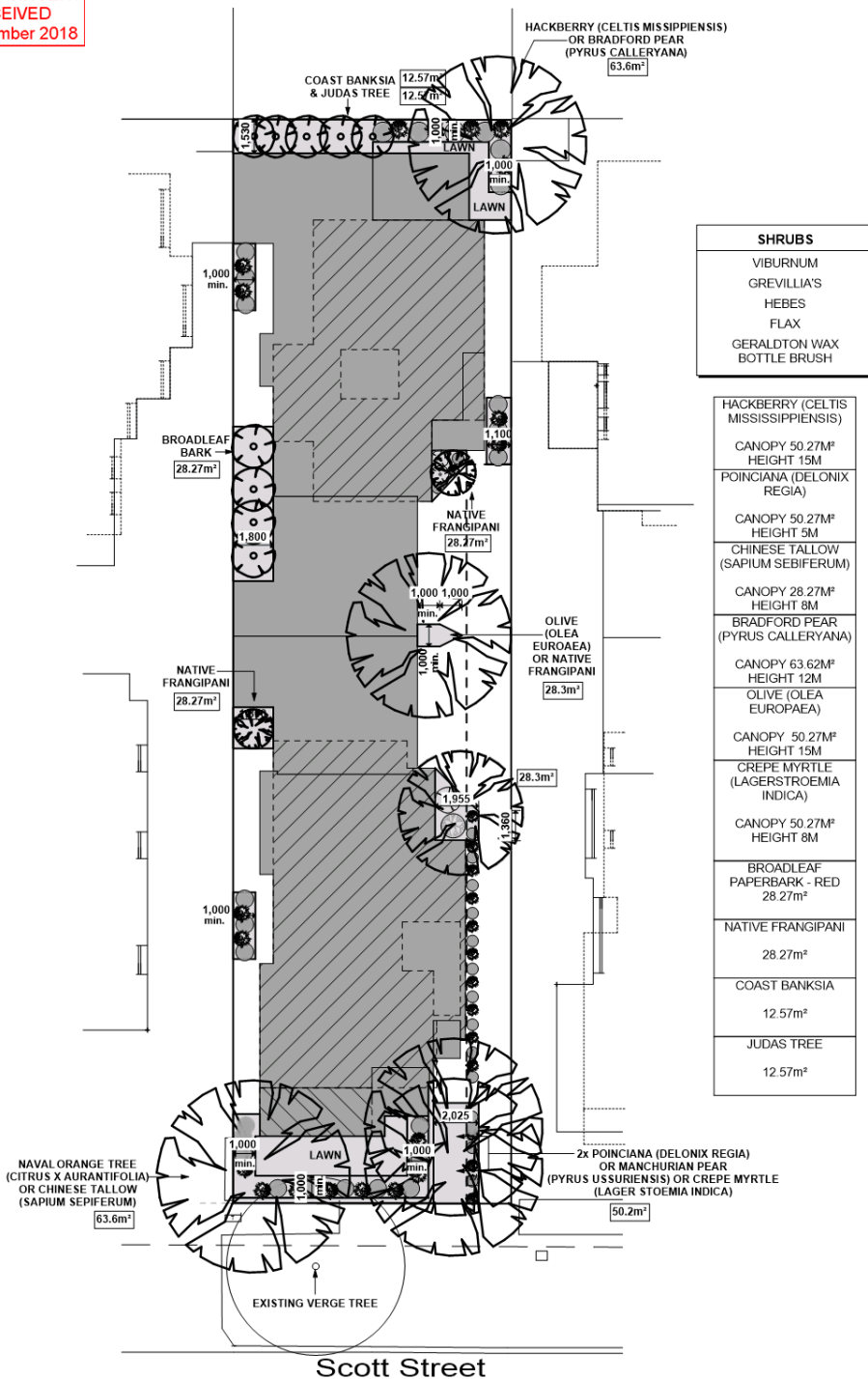
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**Amended Plan**

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## LANDSCAPING AREA

TOTAL LANDSCAPE AREA 88m<sup>2</sup> 14.5%

**LANDSCAPING PLAN**

SCALE 1:200

## AMENDED PLANNING

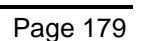
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ISSUE DATE:	7/11/2018	JOB No:	137-1
SCALE:	AS SHOWN	SHEET:	3 of 1

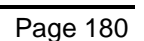
**TASCON**  
DESIGN

p. 08 9227 6719 f. 08 9328 4326  
www.tascone.com.au  
422 Newcastle Street (first floor) West Perth, W.A. 6005



**PROPOSED CARSON DEVELOPMENT**  
LOT 14, #5 SCOTT STREET, LEEDERVILLE

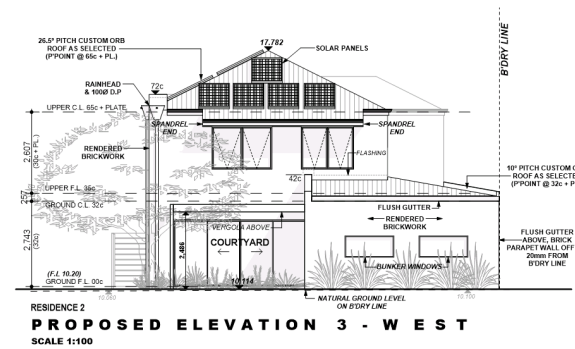
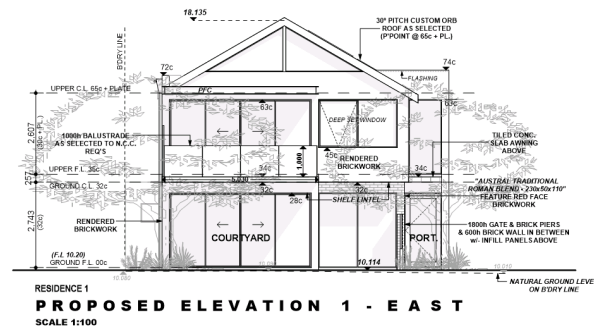






## Amended Plan

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ALL CARE WAS TAKEN IN PREPARING  
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CONSTRUCTION WORK, ALTERATIONS  
OR RENOVATIONS SHOULD BE RE-  
CHECKED BEFORE COMMENCING ANY  
WORK TO ENSURE ACCURACY

**NEW WINDOW NOTE**  
ALL UPPER FLOOR  
WINDOWS TO COMPLY WITH N.C.C  
3.9.2.6 PROJECTION OF  
OPENABLE WINDOWS

## FINISHES SCHEDULE

**EXTERNAL WALLS**  
RENDERED BRICK FINISH  
MAIN COLOUR - OFF WHITE - LEXCON  
OR SIMILAR  
FEATURE COLOUR - DUNE WALKER  
FEATURE RED FACE BRICK  
"AUSTRAL TRADITIONAL  
ROMAN BLEND - 230x110"

**ROOF COVER**  
CUSTOM OFF COLOURED COLOUR -  
SURFMIST

**WINDOW FRAMES**  
ALUMINIUM COLOUR - CHARCOAL  
LUSTRE (RESIDENTIAL)

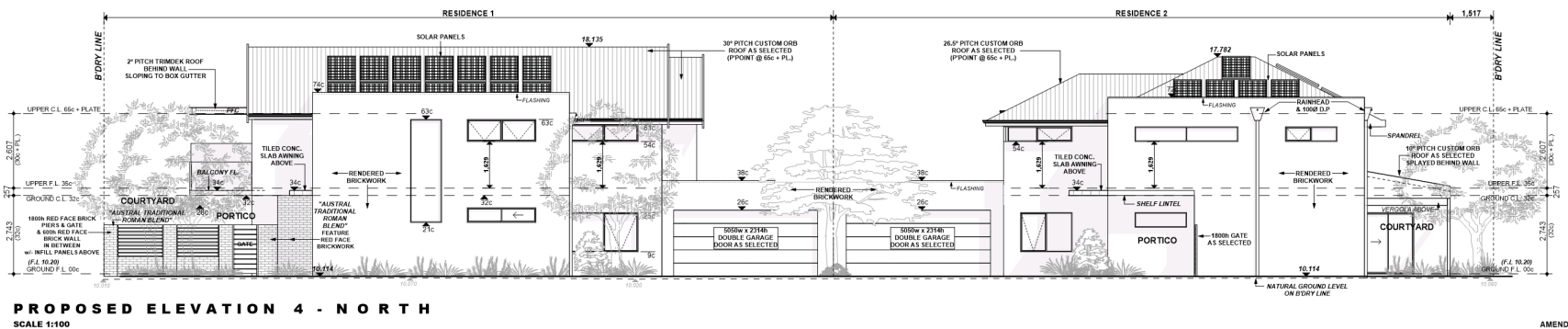
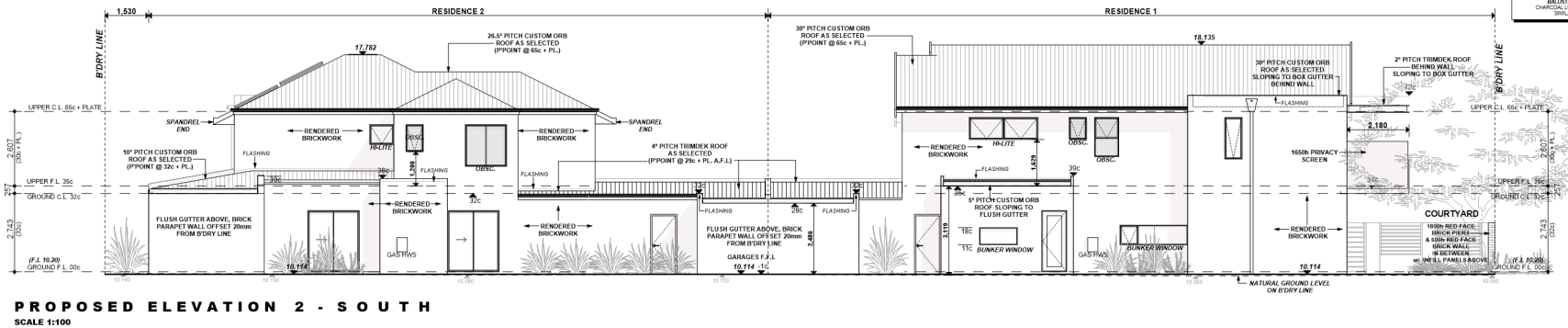
**GUTTER & FASCIA**  
COLOURED COLOUR - SURFMIST

**DOWN PIPES**  
COLOUR - SURFMIST

**POSTS**  
COLOUR - CHARCOAL LUSTRE OR  
WHITE

**EXTERNAL PAVING**  
WASHED AGGREGATE (HOLCIM  
BLUEGRAN) AND STONE WASH  
VISTA PAVE


**BALUSTRADE**  
CHARCOAL LUSTRE OR  
SIMILAR



## AMENDED PLANNING

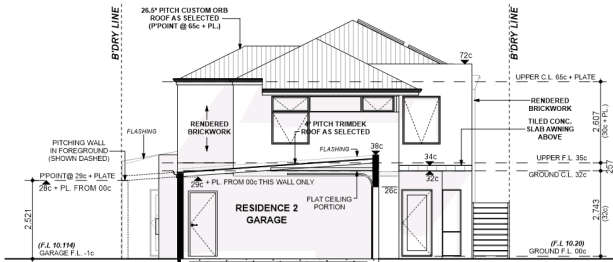
START DATE: JULY 2018	DRAWN: P1
ISSUE DATE: 7/11/2018	JOB No: 137-11
SCALE: AS SHOWN	SHEET: 6 of 7

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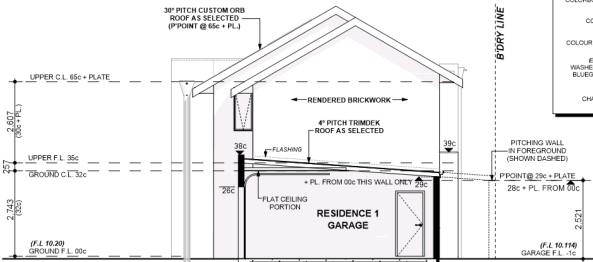

**PROPOSED CARSON DEVELOPMENT**  
**LOT 14, #5 SCOTT STREET, LEEDERVILLE**

Amended Plan

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7 November 2018



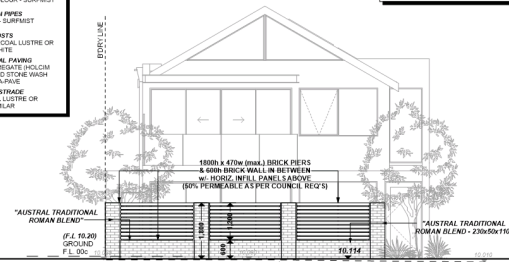
RESIDENCE 2  
**PROPOSED ELEVATION 5**  
SCALE 1:100



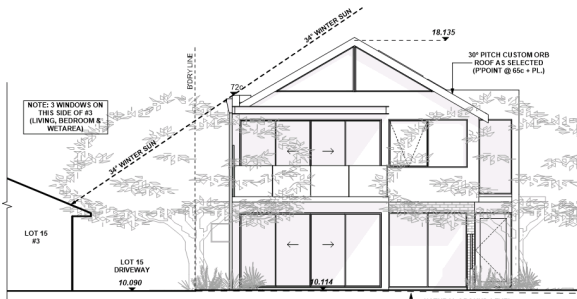
RESIDENCE 1  
**PROPOSED ELEVATION 6**  
SCALE 1:100

FINISHES SCHEDULE	
EXTERNAL WALLS	RENDERED BRICK - FRESH MAIN COLOUR - OFF WHITE - LEICHHEN OR TIMBER
FEATURE COLOUR - DALLUS MALLARY	FEATURE RED FACES BRICK
INTERNAL TRADITIONAL ROMAN BLEND	200mm x 110mm
ROOF COVER	CUSTOM ORB COLOURED COLOUR - SURFMASTER
WINDOW FRAMES	ALUMINIUM COLOUR - CHARCOAL LUSTRE (RESIDENTIAL)
DOWN PIPES	COLOUR - SURFMASTER
GUTTER & FASCIA	COLORBOND COLOUR - SURFMASTER
POSTS	COLOUR - CHARCOAL LUSTRE OR WHITE
EXTERNAL PAINTING	WASHED AGGREGATE (POLY-UM BLUE/UM) AND STONE WASH (ST-PAVE)
BALUSTRADE	CHARCOAL LUSTRE OR SIMILAR

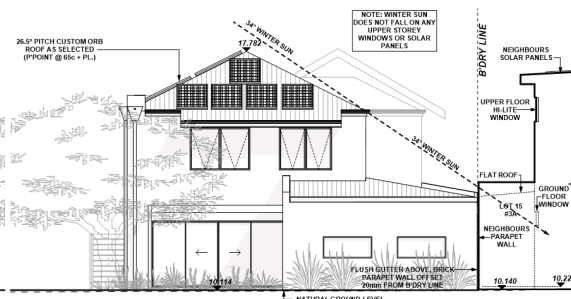
DISCLAIMER NOTE	
PLEASE NOTE THAT WHILE ALL CARE WAS TAKEN IN PREPARING THIS SET OF PLANS & ELEVATIONS, ANY CONSTRUCTION WORK, ALTERATIONS OR RENOVATIONS SHOULD BE CHECKED BEFORE COMMENCING ANY WORK TO ENSURE ACCURACY.	
NEW WINDOW NOTE	
ALL UPPER FLOOR WINDOWS TO COMPLY WITH H.C.C. 3.9.2.8 PROJECTION OF OPENABLE WINDOWS	



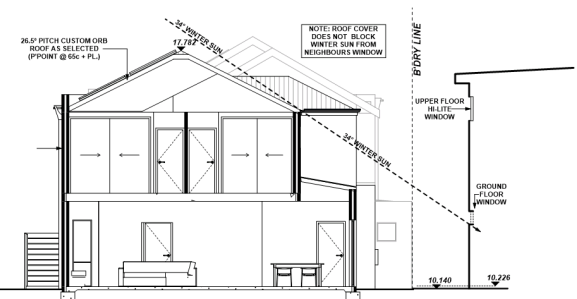
STREET VIEW  
**PROPOSED ELEVATION 7 - EAST**  
SCALE 1:100



RESIDENCE 1 - SUN DIAGRAM  
**PROPOSED ELEVATION 8 - EAST**  
SCALE 1:100



RESIDENCE 2 - SUN DIAGRAM  
**PROPOSED ELEVATION 9 - WEST**  
SCALE 1:100



RESIDENCE 2 - SUN DIAGRAM IN SECTION  
**SECTION A-A**  
SCALE 1:100

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**PROPOSED CARSON DEVELOPMENT**  
**LOT 14, #5 SCOTT STREET, LEEDERVILLE**

AMENDED PLANNING

START DATE: JULY 2018	DRAWN: P1
ISSUE DATE: 01/10/2018	JOB No: 137-11
SCALE: AS SHOWN	SHEET: 7 of 7

**Summary of Submissions:**

The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Objection:	Officer Technical Comment:
<u>Overshadowing</u> <ul style="list-style-type: none"> <li>Only natural light for ground floor of neighbouring dwelling is from the northern facing major openings and an outdoor living area, which will be blocked out due to the development.</li> <li>The functionality and liveability of the houses on No. 3 Scott Street will be impacted.</li> <li>The proposed dwelling is too large which will result in shadow which is too large.</li> <li>The proposal will restrict the ability to install solar panels on the southern houses.</li> </ul>	<p>Following community consultation period, the applicant submitted amended plans. As these plans do propose a departure from the deemed-to-comply overshadowing requirements of the Residential Design Codes (R Codes), the development has been assessed against the design principles relating to Clause 5.4.2 Solar Access to Adjoining Sites. The proposed development allows for direct winter sun into the openings of the southern adjoining living area, all windows on the first floor and over the existing solar panels on the southern adjoining lot. However, the proposal will result in overshadowing of major openings to the adjoining property to the south at No. 3 Scott Street and does not satisfy the design principles of the R Codes.</p>
<u>Landscaping</u> <p>There is only half of what is required.</p>	<p>Following community consultation period, the applicant submitted amended plans. These plans present a total canopy cover at maturity of 516m<sup>2</sup>, which exceeds the amount required to achieve 30% canopy cover on site. As such, it is considered that the proposed canopy is adequate without compromising the outdoor living area of residents. It is considered that the proposed sustainable landscape design will contribute to reducing the impact of building bulk and provide a sense of open space between the development and surrounding neighbours, make use of the retained deep soil zones and positively contribute to the reduction of the urban heat island effect and the greater landscaping amenity of the City. Therefore, the proposal is considered to satisfy the local housing objectives of the Built Form Policy and was presented to Council with the recommendation of approval.</p>
<u>Visual Privacy</u> <ul style="list-style-type: none"> <li>It does not indicate whether the applicant proposes obscure glass on the bathroom, laundry and toilet, concerns relating to visual privacy from these rooms</li> <li>Would like to see all windows on the southern façade frosted</li> <li>The front balcony within the street setback will result in direct overlooking onto 3 Scott Street and 4 Scott Street</li> <li>The bedroom windows overlooking the back yard of the neighbouring property, would like to see highlight windows instead</li> </ul>	<p>The proposed grouped dwellings are fully compliant with the deemed-to-comply provisions relating to Visual Privacy of the R Codes. Therefore, the windows of the rear bedrooms and the front balcony are not subject to the discretion of Council.</p>
<u>Design</u> <ul style="list-style-type: none"> <li>The homes are large and not sustainable in design</li> </ul>	<p>Following community consultation period, the applicant submitted amended</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<ul style="list-style-type: none"><li>The size of the property and style does not suit the character of the street and properties will be overwhelmed and dominated.</li></ul>	plans. The proposed dwellings have decreased significantly in size, in order to address the concerns of surrounding residents. The proposed dwellings meet the requirements of open space, lot boundary setbacks and building height. In addition, there is significant landscaping proposed in locations that will assist in mitigating the impact of the dwelling on surrounding residents. The development incorporates articulated design with materials and colours that reflect existing development along Scott Street. In addition, the proposed landscaping will reduce the perception of building bulk on surrounding properties and when viewed from the street. As such, the design is considered acceptable and was presented to Council with the recommendation of approval.
<u>Parapet Walls</u>  Three walls will contribute to the overshadowing.	The proposed grouped dwellings are fully compliant with the deemed-to-comply provisions relating to Lot Boundary Walls of the Built Form Policy and R Codes. Therefore, the lot boundary walls are not subject to the discretion of Council.

Note: Submissions are considered and assessed by issue rather than by individual submitter.

**9.7 AMENDMENT NO. 3 TO LOCAL PLANNING SCHEME NO. 2 - NO. 51 (LOT: 25; D/P: 1230)  
MARIAN STREET, LEEDERVILLE**

TRIM Ref: D18/161755

Author: Mitchell Hoad, Senior Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: North

Attachments: 1. Attachment 1 - Location Plan [!\[\]\(830769b31eeeaca920791081939ff8ba\_img.jpg\)](#)   
2. Attachment 2 - Amendment No. 3 to Local Planning Scheme No. 2 Map [!\[\]\(ea8b0a47f44008b0ab9e2764654f5e66\_img.jpg\)](#)   
3. Attachment 3 - Amendment No. 3 to Local Planning Scheme No. 2 Report [!\[\]\(29298814951e8ab572d6eff24e79a2a8\_img.jpg\)](#) 

**RECOMMENDATION:**

That Council:

1. **ADOPTS** Amendment No. 3 to Local Planning Scheme No. 2, included as Attachment 3, pursuant to Section 75 of the *Planning and Development Act 2005*;
2. **ADVISES** the Western Australian Planning Commission that Amendment No. 3 to Local Planning Scheme No. 2 is considered a standard amendment pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the amendment:
  - Is consistent with the City's Local Planning Strategy which identifies the provision of high density residential and commercial activities within a walkable catchment of the Mount Hawthorn and Leederville Town Centres;
  - Is consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial and residential activities;
  - Will have minimal impact on land in the scheme area that is not the subject of the amendment, with this detail to be resolved through a future development application;
  - Does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
  - Is not a complex or basic amendment;
3. **REFERS** Amendment No. 3 to Local Planning Scheme No. 2 to the Environmental Protection Authority, pursuant to Section 81 of the *Planning and Development Act 2005*; and
4. Subject to the approval of the Environmental Protection Authority, **ADVERTISES** Amendment No. 3 to Local Planning Scheme No 2 for public comment for a period of 42 days, pursuant to Regulation 47(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
5. **REQUESTS** the Western Australian Planning Commission to require a Local Development Plan for 320 - 324 Oxford Street and 51 Marian Street, pursuant to Clause 47(d) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**PURPOSE OF REPORT:**

To consider the adoption of proposed Amendment No. 3 to the Local Planning Scheme No. 2 (LPS2) in accordance with Section 75 of the *Planning and Development Act 2005*.

**PROPOSAL:**

The application proposes to rezone No. 51 Marian Street, Leederville (the subject site) from Residential R30 to Mixed Use R100.

**BACKGROUND:**

<b>Landowner:</b>	Synergy Property Investments Pty Ltd
<b>Applicant:</b>	Urbanista Town Planning
<b>Date of Application:</b>	17 October 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R30
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House
<b>Lot Area:</b>	432m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site fronting Marian Street is zoned Residential R30 under LPS2 and is located within the Residential Built Form area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The land to the east is also zoned Residential R30 under LPS2 within the Residential Built Form area and consists of Single Houses. The land to the west and south is zoned Mixed Use R100 within the Activity Corridor Built Form area and consists of a mix of commercial and residential uses. A location plan is included as **Attachment 1**.

**DETAILS:**

Amendment No. 3 to LPS2 proposes to rezone the subject site from Residential R30 to Mixed Use R100 to match the existing zoning and density of the adjoining land to the west and south (No. 318, 320, 322 and 324 Oxford Street). The landowner of the subject site also owns No. 320 - 324 Oxford Street and the applicant has advised that the ultimate intent is for these lots to be amalgamated to facilitate a mixed-use development on the site. A copy of the Amendment No. 3 to LPS2 map is included as **Attachment 2** and the accompanying report is included as **Attachment 3**.

No subdivision nor development application for the site(s) has been lodged. A preliminary concept plan showing the potential building footprint for this redevelopment is included in Figure 6 of **Attachment 3** for indicative purposes only.

The applicant's justification for the amendment is summarised below.

- The amendment would enable the redevelopment of the adjoining lots in a mixed use development and the achievement of affordable housing outcomes consistent with State Government policy and the City's strategic vision;
- The rezoning of this site is consistent with the adjoining properties (to the west) and follows the line of the Mixed Use zone at the rear;
- The subject site is well located within proximity to Leederville and Mount Hawthorn, essential services, public recreation facilities, primary, secondary and tertiary education facilities, community mental and physical health services and other multi-modal transport options. The subject site is suitable for high density residential development that would take advantage of the amenity and walkability of the local area; and
- The higher density coding would allow the City to maximise its contribution to the State's urban consolidation objectives and support an increase in housing stock in strategic areas consistent with LPS2.

**CONSULTATION/ADVERTISING:**

If Council resolves that Amendment No. 3 to LPS2 is a standard amendment, in accordance with Regulation 47(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the proposal must be advertised for public consultation. The amendment would also need to be referred to the Environmental Protection Authority (EPA) to assess the environmental impacts of the proposal and to determine whether any formal environmental assessment was necessary.

The standard amendment must be advertised for public comment for a period of 42 days. Advertising is to occur in the following manner, consistent with the requirements of the City's Policy No. 4.1.5 – Community Consultation and the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- Advertisement in a local and state newspaper;
- Display notice of the proposal in Council offices;



- Referral in writing to affected persons/agencies;
- Display on the City's website;
- Placement of a sign on site, giving notice of the proposal; and
- Any other way the local government considered appropriate.

Following the 42 day advertising period, a summary of submissions received and Administration's responses to those submissions would be included in a report to Council for consideration of whether to support or not support the amendment.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

Section 75 of the *Planning and Development Act 2005* allows a local government authority to amend its local planning scheme with the approval of the Minister for Planning.

Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a resolution of a local government to adopt an amendment to a local planning scheme which must specify if the amendment is a "basic amendment", "standard amendment" or "complex amendment". This matter is discussed later in the report.

If Council resolves to adopt the amendment, the City would advise the Western Australian Planning Commission (WAPC) what type of amendment it was considered to be in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and would forward the amendment documentation to the EPA for its consideration in accordance with Regulation 47(1).

**RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function to consider adopting Amendment No. 3 to LPS2 for the purposes of public consultation.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Sensitive Design

- *Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Administration Comment

The amendment would facilitate the amalgamation of the subject site with the adjoining sites to the west which are in the same ownership. That amalgamation would create a landholding of 2,016 square metres and would facilitate mixed use development on the site. The subject site is well located given its proximity to public transport (including a high frequency bus route along Oxford Street and the Leederville Train Station approximately 1,200 metres to the south) and the Leederville and Mount Hawthorn Town Centres (approximately 330 metres and 370 metres respectively).

The amendment would provide for a more intensive use of the subject site under the proposed Mixed Use R100 zoning than what is permitted under the current Residential R30 zoning. In considering this, the following is relevant:

- The amendment would consolidate the zoning of the lots within single ownership.
- The rezoning of this site would provide a consistent zoning boundary with the site to the south, being No. 318 Oxford Street.
- Irrespective of the subject amendment, a zoning boundary between the Mixed Use R100 zone and the Residential R30 zone would remain.
- Any future development of the subject site (as part of the larger amalgamated site) would be guided by the Built Form Policy (and potentially a Local Development Plan) which seeks to achieve appropriate buildings setbacks particularly where abutting sites have different density codes. Development on the higher density site would need to be setback 6.5 metres for the first three stories and 12.5 metres for the fourth storey and above, which would provide an appropriate transition.
- Across from the subject site, there is Mixed Use 100 zoned land fronting Oxford Street, a 5.0 metre wide laneway and Aranmore Catholic College.

Amendment No. 3 to LPS2 is appropriate for the purposes of advertising, subject to there being a requirement for a Local Development Plan to guide the transition between the higher density along Oxford Street and the lower density along Marian Street. Initiation of the amendment does not bind Council to support final adoption of the amendment.

#### Amendment Type

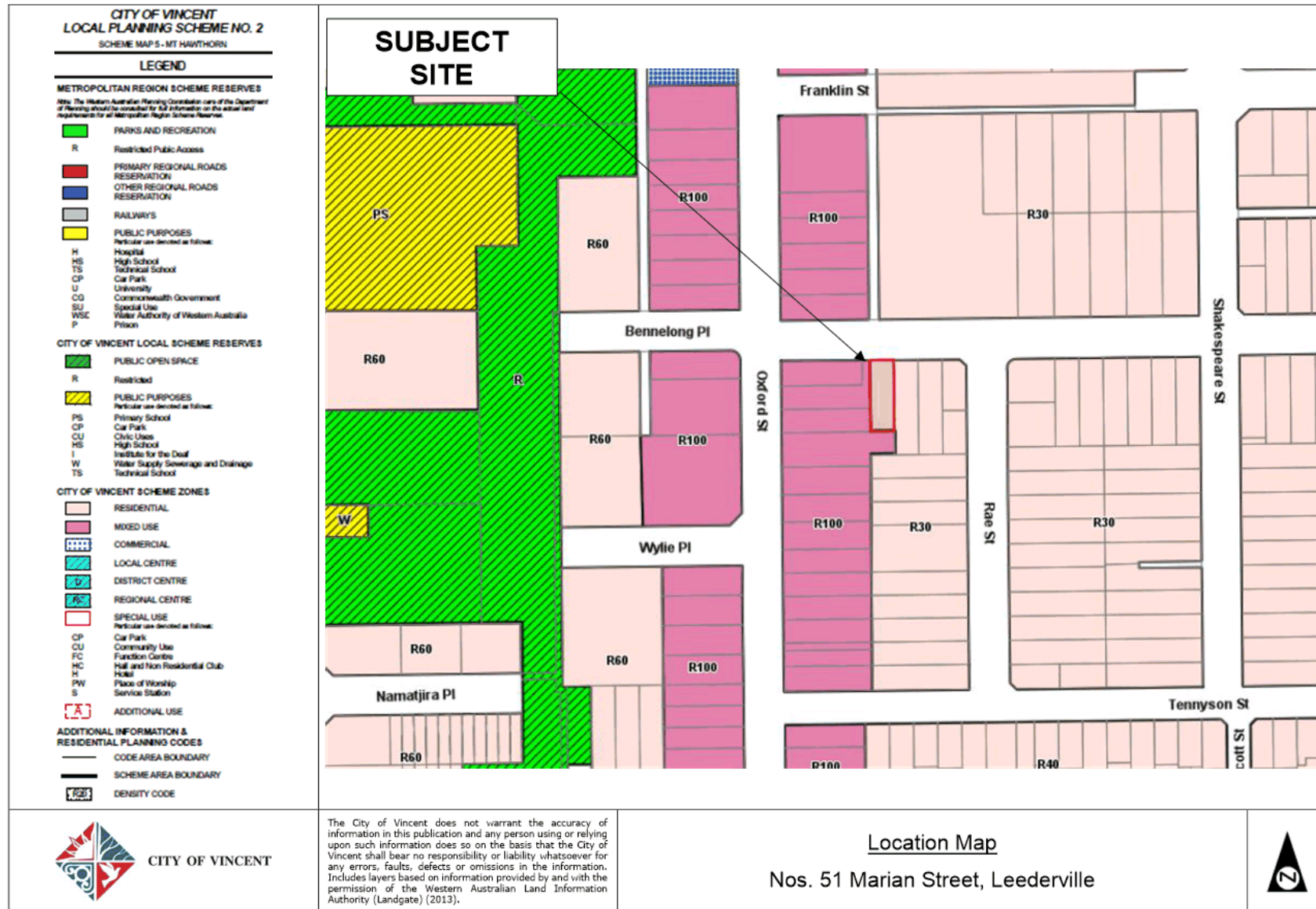
Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is required to consider whether the amendment is basic, standard or complex. The amendment is considered to be a standard amendment for the following reasons:

- The City's Local Planning Strategy makes reference to the Oxford Street Urban Corridor which is generally comprised of the properties directly abutting Oxford Street between the Leederville and Mount Hawthorn Town Centres. The intent of this corridor under the Local Planning Strategy is *"to focus higher density residential and commercial activities along the corridor in a way that provides increased opportunities for diverse housing and employment within a walkable catchment area of the Leederville and Mount Hawthorn Town Centres"*. The amendment would facilitate the provision of a higher density of residential and commercial activities through the development of the subject site as part of a larger landholding with the adjoining properties fronting Oxford Street. The subject site forms part of a broader landholding that is located approximately 370 metres and 330 metres from the Mount Hawthorn and Leederville Town Centres respectively;
- The amendment does not alter the Urban zoning under the Metropolitan Region Scheme (MRS);
- The amendment would have a material impact on the adjoining property to the east in terms of the likely development outcome. That outcome could be appropriately controlled as part of a future development application process, as guided by Council's Built Form Policy.
- The development is proposed across a larger landholding which would provide the opportunity for the design to respond to the local context and to mitigate impacts on the existing development the area. This would be resolved through a future development application;
- The amendment would not result in any significant environmental, social, economic or governance impacts; and
- The amendment is not considered to be a basic or complex amendment, as defined within the *Planning and Development (Local Planning Schemes) Regulations 2015*.

It is recommended that Council formally consider the amendment to be a standard amendment for the purposes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### Built Form Policy

If ultimately approved by the Minister, the subject site would be zoned Mixed Use R100 but be within the Residential Built Form area, while the adjoining properties to the west would be within the Transit Corridor Built Form area. It would be necessary for the Built Form Policy to be amended to include the subject site within the Transit Corridor Built Form area. This matter does not require immediate action and could be progressed if the amendment was approved.



CITY OF VINCENT Scheme Amendment No. ____		LOCAL PLANNING SCHEME No. 2 <b>SCHEME AMENDMENT MAP</b>																																	
City of Vincent Town Planning Scheme No. 2 Map 02 – Vincent South West (As at 12 October 2018) Proposed Scheme Amendment for No. 51 Marian Street, Leederville																																			
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RESOLVE TO ADOPT (LGA)	RESOLVE TO ENDORSE (LGA)	FINAL APPROVAL (WAPC)	LEGEND																																
Adopted by Resolution of the Council of the City of Vincent at the Meeting of the Council held on the _____ day of _____ 20____.	Approved by Resolution of the Council of the City of Vincent at the Meeting of the Council held on the _____ day of _____ 20____, and the Common Seal of the Municipality was, pursuant to that Resolution, hereunto affixed in the presence of:	Recommended / Submitted for Approval by the Western Australian Planning Commission  Delegated under S.16 of the PD Act 2005  Date _____  Final Approval Granted _____  Minister for Planning _____  Date _____	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>LOCAL SCHEME ZONES</b></p> <table border="0"> <tr> <td><span style="background-color: #008080; border: 1px solid black; padding: 2px;">RC</span> Commercial</td> <td><span style="background-color: #FFD700; border: 1px solid black; padding: 2px;">CP</span> Residential</td> </tr> <tr> <td><span style="background-color: #FFA500; border: 1px solid black; padding: 2px;">DC</span> Regional Centre</td> <td><span style="background-color: #FF69B4; border: 1px solid black; 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# **No. 51 MARIAN STREET LEEDERVILLE**

## **SCHEME AMENDMENT REPORT**

This report has been prepared by Urbanista Town Planning on behalf of Giorgi Architects & Builders for 320–324 Oxford Street and 51 Marian Street Leederville.

**Petar Mrdja | Director**

Urbanista Town Planning |  
[admin@urbanistaplanning.com.au](mailto:admin@urbanistaplanning.com.au) |  
(08) 6444 9171 |  
231 Bulwer Street, Perth |

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## INTRODUCTION

The purpose of this amendment is to rezone approximately 432sqm of land located at No. 51 (Lot 25) Marian Street, Leederville from Residential R30 to Mixed-Use R100 under the City of Vincent Local Planning Scheme No. 2.

The successful progression of this scheme amendment will ultimately result in the amalgamation of the subject site with Nos. 320, 322 and 324 Oxford Street and will facilitate a redevelopment of these sites for a high-quality mixed-use development.

## SUBJECT SITE

### PROPERTY DESCRIPTION

The subject site is located at No. 51 (Lot 25) Marian Street, Leederville and is located within 50m of the intersection of Oxford Street. The subject site has a total land area of 432sqm with a frontage of 12.1m and a depth of 35.8m. The site currently contains a single storey weatherboard detached single dwelling and an associated outbuilding and swimming pool.



FIGURE 1: SUBJECT SITE – NO. 51 MARIAN STREET, LEEDERVILLE



FIGURE 2: MARIAN STREET STREETScape. SOURCE: GOOGLE



## SITE CONTEXT

The subject site has its frontage to Marion Street, however on its western boundary, the site adjoins three properties that front Oxford Street and are zoned Mixed Use R100. Adjoining the subject site's southern (rear) boundary, is the rear of a No. 318 Oxford Street, which is also zoned Mixed Use R100 and currently contains six two-storey grouped dwellings. The site is also adjoining a single dwelling to the east, which is currently zoned Residential R30.

Marion Street runs in an east-west direction between Oxford Street and Loftus Street and is primarily made up of single and two-storey single dwellings, however also contains Aranmore Catholic College, which is located directly opposite the subject site.

As indicated in figure 3 below, within the immediate street block where the subject site is contained, Marion Street slopes upwards approximately 7m from Oxford Street to Rae Street.

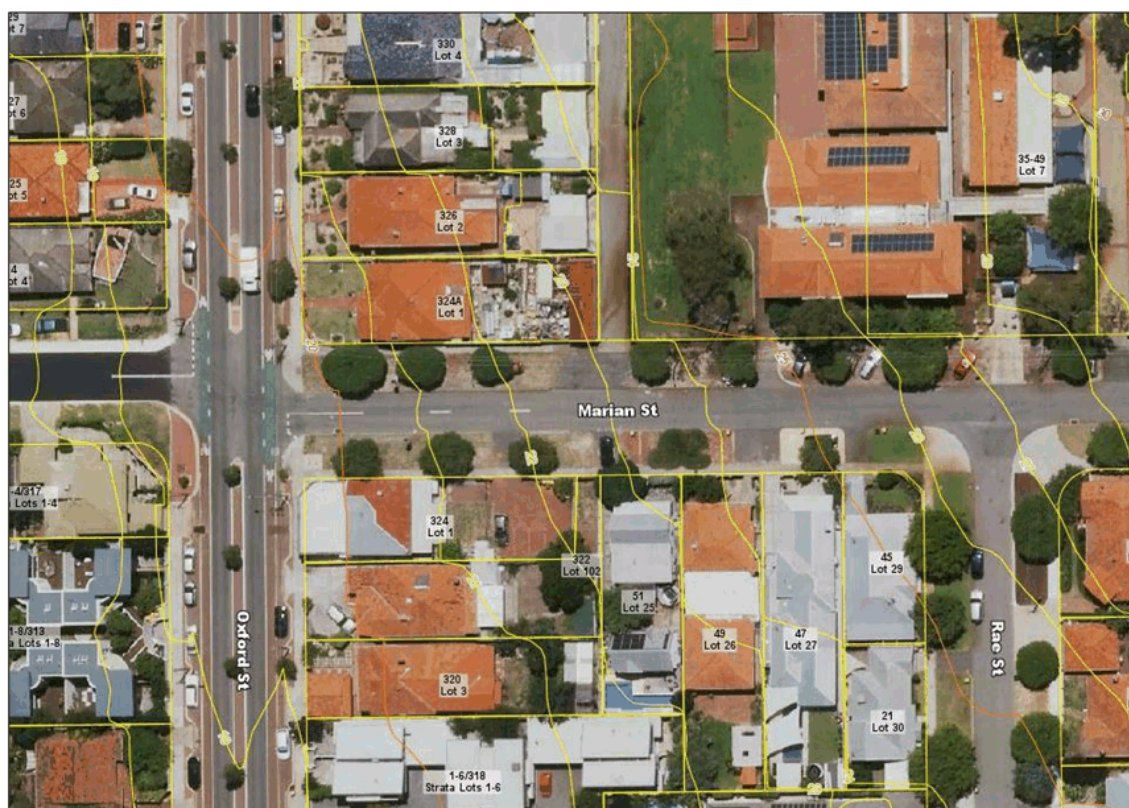


FIGURE 3: SITE CONTEXT AND TOPOGRAPHY MAP. SOURCE: CITY OF VINCENT.

## PLANNING FRAMEWORK

### STRATEGIC PLANNING FRAMEWORK

#### ***DIRECTIONS 2031 AND BEYOND***

The Western Australian Planning Commission (WAPC)'s Directions 2031 and Beyond document is a spatial framework and a high-level strategic plan that establishes a vision for the future growth of the Perth and Peel region.

Directions 2031 provides a framework to guide the detailed planning and delivery of housing, infrastructure and services necessary to accommodate growth.

Directions 2031 establishes a vision for the future growth of the Perth and Peel region, which states:

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

The above vision is supported by a number of key objectives. The objectives relevant to this scheme amendment proposal are as follows:

- *Sustainable: We should grow within the constraints placed on us by the environment we live in; and*
- *Responsible: We have a responsibility to manage urban growth and the make most efficient use of available land and infrastructure.*

A primary strategy underpinning the document is establishing targets to improve upon current infill development trends to assist in accommodating the rapidly growing population of the Perth and Peel region. Specifically, Directions 2031 sets a target of 47% or 154,000, of the required 328,000 dwellings, being provided as infill development as a way of managing growth. The subject site is identified by Directions 2031 as being within the 'Central Metropolitan Perth Sub-Region', which is a key region targets for infill development.

This scheme amendment application directly responds to these aspirations for proposing to develop an under-utilised portion of land for appropriate infill housing, which responds to the form and density of surrounding development, in a location that is in very close proximity to the services and transport opportunities on offer along Oxford Street.

#### ***PERTH AND PEEL @3.5MILLION***

Perth and Peel @3.5million is the overarching strategic planning framework for the Perth and Peel metropolitan regions. Perth and Peel @3.5million proposes five strategic themes for a liveable, prosperous, connected, sustainable and collaborative City. The framework aspires to a City that provides "a network of connected activity centres which deliver employment, entertainment and high-density lifestyle choices". The framework further identifies that additional 215,000 dwellings will be required to be accommodated in the central precinct (urban infill). No. 51 Marian Street, Leederville is located within an Urban Corridor area within the strategy. The strategy identifies

that: “the aim is for the majority of all new infill residential development to occur within the preferred urban consolidation precincts [particularly] Urban Corridor areas. The Urban Corridor zone identifies the following key strategic directions and actions applicable to private development as proposed:

- That the site responds to and is situated with high quality links to multimodal transport options (excluding private vehicles), particularly high-frequency public transport;
- That the site significantly prioritises the use of public transport over the use of private vehicles;
- That the site provides for appropriate and responsive urban consolidation;
- That the site provides higher-density residential development;
- That the site provides a minimal impact of the existing fabric of the surrounding local area; and
- That the site contributes to an increase in density and diversity of land-uses through mixed-use development as appropriate.

The site is within close proximity to employment, transport, and retail services. Critically, the proposed scheme amendment amalgamates three adjoining lots to enable densification within this Urban Corridor precinct, which would otherwise not be able to take place. The following key points are summarised:

#### URBAN DENSIFICATION AND CONSOLIDATION:

The proposed development is consistent with the strategic objectives of Perth and Peel @3.5million. At a broad level, the site promotes higher density infill residential development in an inner urban area which is a strategic focus of urban consolidation. The scheme amendment enables a mixed-use R100 development to take place, and increases the financial viability of the development, allowing greater opportunity for high quality design elements in the final development. The proposal is consistent with the objectives relating to increasing urban density and consolidation.

#### ENCOURAGES MULTIMODAL TRANSPORT EXCLUDING THE USE OF PRIVATE VEHICLES:

The site is located in a “Location A” area as under Part 6 of the R-Codes. The site is located 80m from bus stops on bus route 15, which meets the criteria of a high-frequency route, providing five peak weekday services (each-way) per hour. Route 15 services Perth Busport and Glendalough Train Station, travelling via Leederville. This bus route interconnects through to numerous other bus services in Mount Hawthorn, Leederville, and the CBD, alongside the Joondalup Railway and Leederville Train Station. Additionally, the local bicycle network is well above average, provided via a linear road network, on-street cycle lanes, and a short distance between high quality activity nodes including Mount Hawthorn and Leederville. The proposed built form will include end-on-trip facilities for cyclists, and promote the use of public transport through design elements to integrate the development with the streetscape. The proposal is consistent with the objectives relating to multi-modal transport.

#### EXCOURAGES APPROPRIATE AND RESPONSIVE LAND USE DIVERSITY:

The proposed development includes a mixed-use element fronting Oxford Street (not on the subject lot). The mixed-use element increases the diversity of land uses. Mixed-use is not proposed to front Marian Street at the current No. 51 Marian Street (the subject of the scheme amendment) to respond to and respect the established predominantly residential local fabric of the area. The proposal is consistent with these objectives.



### CITY OF VINCENT LOCAL PLANNING STRATEGY

The site is located within an Urban Corridor area and the Oxford Activity Corridor area as identified by the 2014 City of Vincent Local Planning Strategy No. 2. The City of Vincent Local Planning Strategy identifies similar considerations to those identified by Perth and Peel @3.5million. These include:

- Focus residential growth in Urban Corridor areas;
- Encourage higher-density residential development in the medium term (5-10 years from 2014) within areas in close proximity to high-frequency public transport;
- Discourage the use of private vehicles through limiting parking ratios where in close proximity to public transport and public transport nodes (Leederville / Mount Hawthorn);
- Encourage the use of multimodal transport (excluding private vehicles) by strongly supporting and encouraging high quality walking, cycling, and public transport options;
- Promote an attractive pedestrian friendly development; and
- Retain, respond to, and enhance urban character, preference for a contemporary architectural design.

Similar response to the City's Local Planning Strategy is provided, with reference to Perth and Peel@3.5million. Additional comment includes:

- The development is proposed is of the type, scale, and form responsive to the Local Planning Strategy, and is proposed to be developed within the timeframe identified by the City of Vincent;
- Reduced requirement for car-parking (to respond to the Location A criteria) is appropriate for this development, outside the scope of this scheme amendment;
- A responsive quality design aesthetic is proposed which links and responds to the Oxford Street streetscape and local urban character of the area.

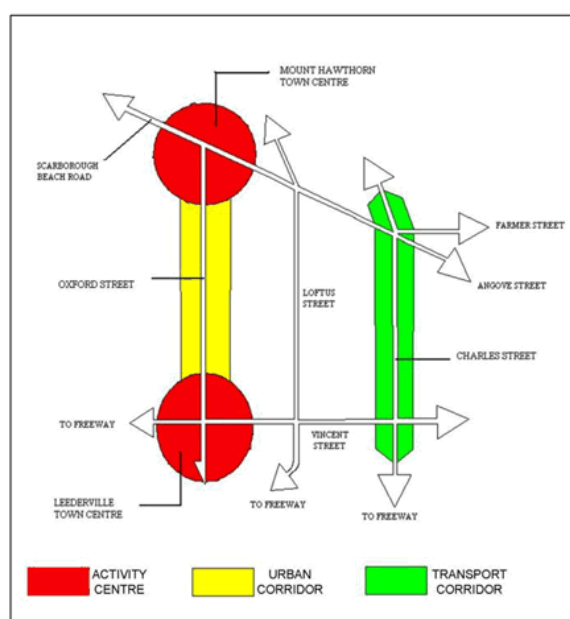


FIGURE 4: LOCAL PLANNING STRATEGY NO. 2. SOURCE: CITY OF VINCENT

## STATUTORY PLANNING FRAMEWORK

### **PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEME) REGULATIONS 2015**

The Planning and Development (Local Planning Scheme) Regulations 2015 divide scheme amendment types into 'basic', 'standard' and 'complex' amendments. It is considered that the proposed scheme amendment is classified as a 'standard' amendment, which is defined as follows:

- “(a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;*
- (b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- (c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;*
- (d) an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;*
- (e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- (f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;*
- (g) any other amendment that is not a complex or basic amendment.”*

Based on the above definition it is considered that the proposed scheme amendment is a 'standard' amendment for the following reasons:

- The proposed zone is consistent with the zoning of the adjoining properties to the west and to the south of the subject site.
- The proposed rezoning allows for the amalgamation of the site with Nos. 320, 322 and 324 Oxford Street, to facilitate a redevelopment of the site into a mixed-use development.
- The redevelopment of the site for a mixed-use development is consistent with the State and Local Strategic Planning Framework, which identifies Oxford Street and as an Activity Corridor, which should facilitate high density development with a mix of land uses.

### **CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2**

The City of Vincent Local Planning Scheme No. 2 was very recently gazetted on 16 May 2018 and is a statutory Scheme that provides guidance for the development and use of land and buildings in the City. The subject site is currently zoned 'Residential' with a density coding of R30.

**LOCAL PLANNING POLICY 7.1.1 – BUILT FORM**

The City's Local Planning Policy 7.1.1 – Built Form, was prepared by the City of Vincent to provide development requirements in addition to those in the Residential Design Codes, the Local Planning Scheme and the Deemed Provisions. The objectives of the policy are as follows:

1. *Development which integrates land use, public space and the form of the built environment.*
2. *Ensure development is respectful of local and historic context.*
3. *Preserve and reinterpret established built form and social character.*
4. *Facilitate redevelopment while maintaining and enhancing amenity.*
5. *To facilitate good quality and well-designed development, including both buildings and landscaping.*
6. *Development which facilitates activity and vibrancy.*
7. *Contribute to and bridges between planning and design specialties.*
8. *Encourage development that incorporates the principles of Crime Prevention through Environmental Design.*
9. *To facilitate orderly and proper planning by providing Deemed to Comply requirements as a straight-forward pathway to approval and Design Principles and Local Housing Objectives for innovative solutions resulting in positive development outcomes.*
10. *High quality urban places that are efficient, functional and attractive, and can respond to the changing needs of the community, environment and the economy over time.*
11. *Resource, energy and water efficiency throughout lifecycle including construction, maintenance and ongoing upkeep. Encourage building design that incorporates sustainable and energy efficient design that befits the local climate and provides comfortable living conditions.*
12. *Maximise the opportunities provided by the City of Vincent's proximity to the Perth central business district, major public transport routes, and cycling networks.*
13. *To provide a range of development types and encourage a range of housing typologies to address the demographic and needs of the community.*
14. *A focus on the retention and adaptive re-use of the City's building stock and the provision of affordable housing.*

Any future development of the subject site, which is a result of the successful progression of the scheme amendment, would still be required to demonstrate that the requirements and intend of the City's Policy are satisfied.

## THE PROPOSAL

The subject of this proposed scheme amendment is to rezone the subject site from Residential R30 to Mixed Use R100 to be consistent with the adjoining properties that front Oxford Street.

This scheme amendment proposal forms part of a future proposal to develop the subject lot (No. 51 Marian Street) together with Nos. 320, 322, and 324 Oxford Street Leederville, into a high quality mixed use development.

The proposed scheme amendment is consistent with the objectives of the gazetted Town Planning Scheme No. 2 to increase the density of residential and “commercial” mixed-uses on the Oxford Street corridor connecting Leederville Town Centre and Mount Hawthorn.

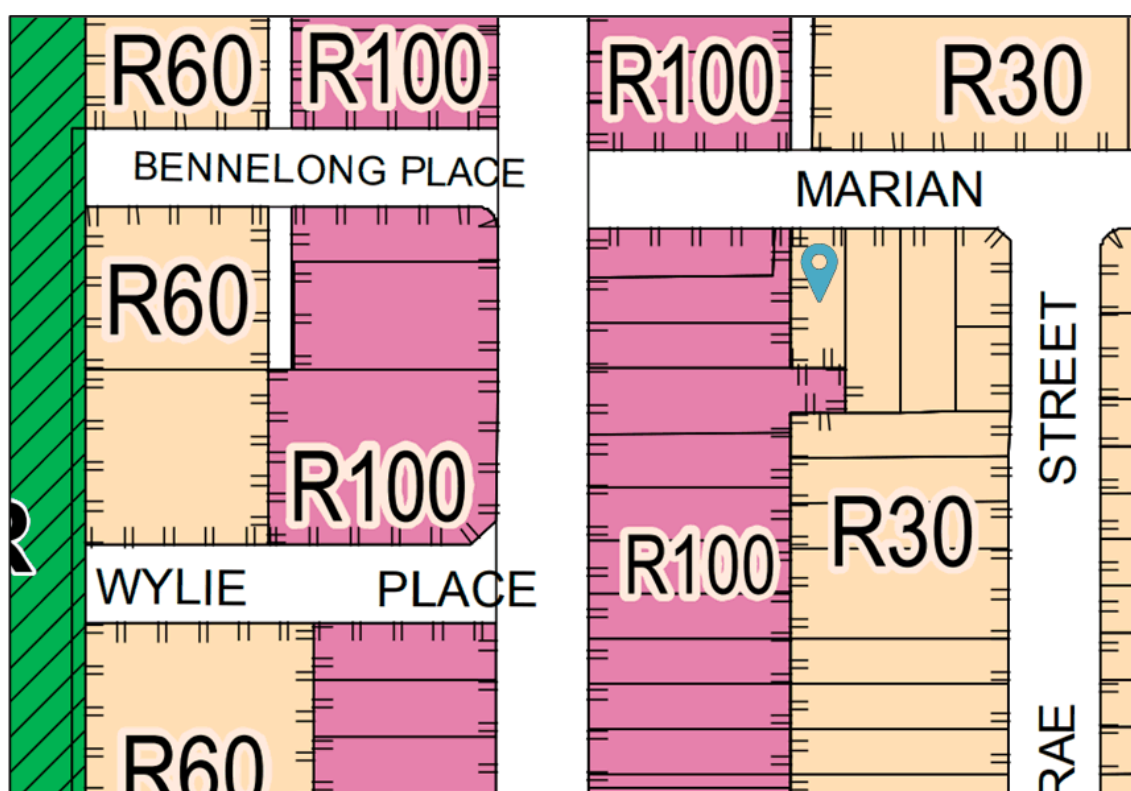


FIGURE 5: LOCAL PLANNING SCHEME NO. 2 SCHEME MAP NO. 2

## JUSTIFICATION

The amendment proposes to rezone No. 51 Marian Street to Mixed Use R100 to enable the redevelopment of the adjoining lots in a mixed-use development, and the achievement of affordable housing outcomes consistent with government policy and the strategic vision for the City of Vincent.

As demonstrated in Figure 5 the subject site abuts the Mixed Use R100 zone to the west and to the south of the lot and is directly adjacent to a right of way and a school on the opposite side of the road. Given the slope of the site as shown in figure 3 it is considered that a rezoning of this site is consistent with the adjoining properties and follows the line of the Mixed-Use zone at the rear of the subject property.

The subject site is well located within proximity to Leederville and Mount Hawthorn, essential services, public recreation facilities, primary, secondary and tertiary education facilities, community mental and physical health services, and other multi-modal transport options. The subject site is well located for high density residential development and presents an appropriate and highly desirable opportunity for infill development that would take advantage of the amenity and walkability of the local area.

The site has several locational advantages, including those listed above and its proximity to local and district activity centres, and high frequency bus and train public transport opportunities. Furthermore, the higher density coding would allow the City of Vincent to maximise its contribution to the State's strategic consolidation aspirations in keeping with Perth and Peel@3.5million. Further, also supporting an increase in housing stock in strategic areas within the City of Vincent consistent with the Scheme



## POTENTIAL FUTURE DEVELOPMENT

As detailed previously, the subject site as well as the Nos. 320-324 Oxford Street, have been purchased with the intent to amalgamate the four sites and redevelop the amalgamated site to facilitate a mixed-use development. The architect has prepared an indicative building layout and as well as design inspiration which is provided in figure 6 below.

Whilst it is noted that any development of the subject sites will be the subject of a separate planning application, it is highly likely that the Marian Street lot will primarily be used for access to and from the building. Furthermore, in the event the proposed scheme amendment is gazetted, any future development will be required to be assessed against clause 2 of the City's Built Form Policy relating to Activity Corridors.

Clause C4.3.6 of the City's Built Form Policy states that a building's ground and first floor are to be setback 6.5m from properties zoned R50 and below and the second floor and above are to be setback at least 12.5m. Given this, in the event the scheme amendment is approved and gazetted, it is considered that a potential future development will in fact have a lesser impact on the neighbouring than a potential two-storey single house or grouped dwelling developed at the current zoning.



FIGURE 6: PROPOSED SITE CONCEPT PLAN. SOURCE: GIORGI.

## CONCLUSION

The subsequent section details and provides the resolution to amend the local planning scheme. Enclosed is a copy of the scheme amendment report map. The applicant duly requests that the scheme amendment be approved as detailed in the enclosed report and scheme amendment map.

The proposed development associated with the scheme amendment aims to create a positive outcome for the site and local area through provision of housing of a contextually appropriate design standard suitable for the local area. Further this will be supported by mixed-uses in the development. The development site is well serviced in terms of local amenities, public open space and public transport.

The support of the City of Vincent and the Western Australian Planning Commission in the approval of the subject Local Planning Scheme amendment is therefore welcomed.

Should you have any question in relation to the details provided in this submission, please contact Petar Mrdja on 6441 9171 or [petar@urbanistaplanning.com.au](mailto:petar@urbanistaplanning.com.au).

Yours Sincerely



Petar Mrdja | Director  
**Urbanista Town Planning**

**ATTACHMENT 1:  
RESOLUTION TO PREPARE AN AMENDMENT TO  
LOCAL PLANNING SCHEME**

*PLANNING AND DEVELOPMENT ACT 2005***RESOLUTION TO PREPARE AN AMENDMENT TO LOCAL PLANNING SCHEME****CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2****AMENDMENT NO. 3**

Resolved that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005*, to amend the above Local Planning Scheme by:

1. Rezoning No. 51 (Lot 25) Marian Street, Leederville, from Residential R30 to Mixed Use R100 and amending the scheme map accordingly.

The Amendment is a standard amendment under the provisions of the Planning and Development (Local Planning Scheme) Regulations 2015 for the following reasons:

- The proposed zone is consistent with the zoning of the adjoining properties to the west and to the south of the subject site.
- The proposed rezoning allows for the amalgamation of the site with Nos. 320, 322 and 324 Oxford Street, to facilitate a redevelopment of the site into a mixed use development.
- The redevelopment of the site for a mixed-use development is consistent with the State and Local Strategic Planning Framework, which identifies Oxford Street and as an Activity Corridor, which should facilitate high density development with a mix of land uses.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
David MacLennan  
Chief Executive Officer

**ATTACHMENT 2:  
SCHEME AMENDMENT MAP**



**ATTACHMENT 3:  
CERTIFICATE OF TITLE**

WESTERN



AUSTRALIA

# RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

REGISTER NUMBER <b>25/P1230</b>	
DUPLICATE EDITION <b>1</b>	DATE DUPLICATE ISSUED <b>4/7/2018</b>

VOLUME **1616** FOLIO **291**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

## LAND DESCRIPTION:

LOT 25 ON PLAN 1230

## REGISTERED PROPRIETOR: (FIRST SCHEDULE)

SYNERGY PROPERTY INVESTMENTS PTY LTD  
TONIC PROPERTY INVESTMENTS PTY LTD  
BOTH OF PO BOX 3335 JOONDALUP WA 6027  
AS TENANTS IN COMMON IN EQUAL SHARES

(T N935692 ) REGISTERED 3/7/2018

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

1. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE. VOL 1616 FOL 291.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

## STATEMENTS:

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

SKETCH OF LAND: 1616-291 (25/P1230)  
PREVIOUS TITLE: 1071-578  
PROPERTY STREET ADDRESS: 51 MARIAN ST, LEEDERVILLE.  
LOCAL GOVERNMENT AUTHORITY: CITY OF VINCENT

**9.8 SMALL BUSINESS FRIENDLY LOCAL GOVERNMENTS CHARTER**

**TRIM Ref:** D18/165760

**Author:** Gerrad Gibson, Heritage Officer

**Authoriser:** Jordan Korovesi, Coordinator Policy & Place

**Attachments:**

1. Attachment 1 - Small Business Friendly Local Governments Charter [↓](#) 
2. Attachment 2 - Small Business Friendly Local Governments Brochure [↓](#) 
3. Attachment 3 - Small Business Friendly Local Governments Reporting Template [↓](#) 

**RECOMMENDATION:**

**That Council AGREES to:**

1. the terms outlined in the Small Business Friendly Local Governments Charter and
2. implement the Small Business Friendly Local Governments initiative.

**PURPOSE OF REPORT:**

For Council to consider implementing the Small Business Friendly Local Governments (SBFLG) initiative and agreeing to the SBFLG Charter.

**BACKGROUND:**

The City has been invited to participate in the Small Business Development Corporation's (SBDC) Small Business Friendly Local Governments initiative to recognise and promote local government authorities in WA that are committed to actively supporting small businesses in their local area.

Local governments are encouraged to sign the Small Business Friendly Local Governments Charter to show they have committed to work with, and support, small business by:

- Offering enhanced customer service;
- Reducing red tape;
- Making on-time payments;
- Having a process in place to handle disputes; and
- Introducing other activities to improve the operating environment for small businesses in their area.

Participating local governments are required to submit a report card to SBDC twice a year, explaining how they are meeting their commitments. A copy of the Charter is included as **Attachment 1**, further information is provided in the brochure included as **Attachment 2** and a template for the report card is included as **Attachment 3**.

There are currently 24 local governments participating in the SBFLG initiative, including Town of Victoria Park, City of Subiaco, Town of Cambridge and City of Stirling. On 13 July 2018, the City met with the SBDC to discuss participating in the SBFLG initiative, what the City would have to do, and what benefits the City and community would gain.

**DETAILS:**

The City currently meets most of the commitments required in the SBFLG Charter, including providing a high level of customer service, proactively reducing administrative burdens, regularly consulting with small businesses, paying invoices within 30 days and implementing other activities to support small business.

The City would need to undertake some additional tasks if it signs onto the Charter, including providing progress reports to the SBDC twice a year, promoting and marketing the SBFLG initiative, and providing access to a dispute resolution service on our website. These extra tasks would require minimal resourcing and can be met by the City's current operating budget.

There is no expiry to the SBFLG Charter and as long as the City maintains its commitments, it would be eligible for the 'Small Business Friendly' branding and accreditation. With this, the City would gain opportunities to:

- promote its work through the State Government;
- build an ongoing positive relationship with the SBDC; and
- send the clear message to its residents that the City is committed to supporting small business.

**CONSULTATION/ADVERTISING:**

On 8 November 2018, the matter was presented to the Business Advisory Group for discussion. The Business Advisory Group supports the proposal as recommended.

**LEGAL/POLICY:**

Nil.

**RISK MANAGEMENT IMPLICATIONS:**

Low risk to agree to the Charter and commit to supporting small business.

**STRATEGIC IMPLICATIONS:**

1. This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Thriving Places

- *We are recognised as a City that supports local and small business."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

The costs associated with agreeing to the Charter can be met by the City's existing operational budget.

**COMMENTS:**

Implementing the Small Business Friendly Local Government initiative would have a positive impact on local businesses and residents and would help the City meet its commitments outlined in the Strategic Community Plan 2018-2028. The initiative would complement the City's development of an Economic Development Strategy. It is recommended that Council agrees to the Charter and to implement the initiative.

## WESTERN AUSTRALIAN SMALL BUSINESS FRIENDLY LOCAL GOVERNMENTS

# Charter

Commitment to this Charter is a requirement for participation in the Small Business Friendly Local Governments (SBFLG) initiative and outlines what the local government agrees to do to support small business in their area.

## 1. Commitment to small business

The local government agrees to:

- a) recognise that the small business community is an important stakeholder;
- b) undertake regular and targeted consultation with this group;
- b) work towards understanding how its local small business community operates, its needs and goals, and the key challenges;
- c) provide networking and other development opportunities for its local small business community; and
- d) actively engage, where appropriate, with the Small Business Development Corporation (SBDC) on matters affecting small business.

## 2. Commitment to customer service

The local government agrees to:

- a) maintain open lines of communication with small businesses through both formal and informal approaches;
- b) provide clear advice and guidance to small businesses with a focus on assisting them to understand and meet their regulatory obligations, and to work with them to achieve compliance;
- c) publish a set of clear service standards setting out what small businesses can expect from them;
- d) consider the needs of local small business owners for whom English is not a first language; and
- e) publish a link on its website to take small business owners to resources available on the SBDC website, including the Business Licence Finder.

## 3. Administration and regulation

The local government agrees to:

- a) take reasonable action to limit unnecessary administrative burdens on small business such as:
  - i. only asking for information that is absolutely necessary;
  - ii. not asking for the same information twice;
  - iii. working collaboratively with other local governments;
- b) undertake regular policy reviews to limit their impact on small businesses, and to test new policies and procedures for 'small business friendliness'; and
- c) ensure that its officers have the necessary knowledge and skills to apply plans and regulations in a consistent manner.

## 4. On-time payment policy

The local government agrees to work towards ensuring all invoices from small business suppliers are paid within 30 days.

## 5. Small business engagement

The local government agrees to regularly meet and consult with the small business community, including small business operators and members of representative bodies, to assist their understanding of small business needs in their local area.



Small Business  
Development Corporation



Small Business Friendly

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## 6. Dispute resolution

The local government agrees to implement a timely, cost-effective and non-judicial process to manage any disputes it may have with small businesses and to publish details of this on its website. The process could include referring the dispute to an independent dispute resolution service (such as that offered by the SBDC).

## 7. Additional activities to support small business

In addition to items 4, 5, and 6 above, the local government agrees to implement at least three other activities to improve the operating environment for small businesses within its authority. Details of the initiatives are to be included in the local government's bi-annual reports to the SBDC.

## 8. Progress reports

The local government agrees to:

- a) provide the SBDC with a biannual progress report that outlines the results achieved in relation to its small business friendly initiatives, including its policy relating to small business being paid on-time, business advisory group, and dispute resolution process; and
- b) forward success stories and case studies to the SBDC in relation to the SBFLG initiative when requested.

## 9. Promotion and marketing of the program

The local government:

- a) agrees that the Mayor and Chief Executive Officer will make a public statement in relation to its commitment to the SBFLG initiative, and to post this statement on its website;
- b) will be provided with a logo which it agrees to use in accordance with the SBFLG style guide supplied by the SBDC; and
- c) is encouraged to promote the SBFLG initiative by displaying the approved logo on its online and printed marketing and communication materials.

## 10. Contact details

The local government agrees:

- a) that the primary contact for the SBFLG initiative will be the Chief Executive Officer and that a secondary contact will also be nominated, as a delegate of the Chief Executive Officer; and
- b) to provide the SBDC with direct contact details for the nominated contacts.

	Name	Position	Phone number	Email address
Primary contact	David MacLennan	Chief Executive Officer	9273 6002	david.maclennan@vincent.wa.gov.au
Secondary contact	Jordan Korovesi	Coordinator Policy & Place	9273 6546	jordan.korovesi@vincent.wa.gov.au

## 11. Acceptance

On behalf of the City of Vincent, we agree to the terms outlined in this Charter and agree to implement the SBFLG initiative.

**Mayor**

**Chief Executive Officer**

Print name:

Print name:

Signature:

Signature:

Date:

Date:

MAR17/006



## Small Business Friendly

An initiative of the Small Business  
Development Corporation



# Is **your** local government small business friendly?

[smallbusiness.wa.gov.au](http://smallbusiness.wa.gov.au)



Small Business  
Development Corporation

## SBDC working with local government to support small business

Accounting for 97 per cent of all businesses in Western Australia, small business has a significant impact on our economy – small business is big business!

Small business owners (and operators) create local employment, provide essential goods and services and help create attractive, liveable communities. The right mix of small businesses can create a sense of vibrancy and attract people to live, work and visit.

Local governments can have a significant influence over how attractive their area is for businesses to set up, and established enterprises to grow. They also play a key role in the lifecycle of a small business; in fact most of the interactions business owners have with government are at a local level.

To help build stronger, more productive relationships between small business and local government, the Small Business Development Corporation (SBDC) has developed the Small Business Friendly Local Governments initiative. The initiative aims to recognise local governments that are working to support their small business communities.

IN WESTERN AUSTRALIA

**97%**  
of businesses employ  
fewer than 20 staff

There are more than  
**218,000**  
small businesses

**45%**  
of employees in the private  
sector are employed by  
small business





## How you can be involved

To participate in the initiative, we're asking you to sign a Charter – to formally commit to the initiative and to your small business community.

Taking part in the initiative means you have committed through the Charter to work with, and support, small businesses by adopting three 'standard' activities and at least three 'flexible' activities (ones that suit your particular organisation and community).

### Standard activities

In response to some of the most common issues small business owners face in dealing with their local government the initiative involves engaging in standard activities that include:

- adopting a policy to pay invoices from small business suppliers within 30 days
- regularly meeting with and consulting members of the local small business community to improve our understanding of their needs
- introducing and promoting a timely and cost effective process to manage any disputes arising between your organisation and small business clients

### Additional activities

We understand that each local government area differs in size, demographics and geography, so you can choose at least three additional activities that best suit your circumstances. These may include, but are not limited to:

- surveying local small businesses to assess their needs
- accepting online payments
- introducing deemed approvals
- simplifying processes and forms
- providing more small business information on your website
- improving communication and customer service
- encouraging 'buy local' shopping campaigns
- supporting business incubators or start-up spaces
- offering contracts to local small business suppliers
- introducing an economic development team
- facilitating small business forums and events

Your selected activities need not necessarily impose an additional burden on your resources. We can help you to develop ideas that will work best for your organisation.

### Reporting

We understand there are many demands on your time, so reporting involves nothing more onerous than completing a simple report card twice a year.

### Promoting

After committing to the initiative, it's your opportunity to let everyone know that you are 'small business friendly'. You'll be able to use the Small Business Friendly Local Governments logo on your print and online publications, and display a one page overview of the Small Business Charter, personalised for your organisation. We'll also list your organisation on our website and in other marketing material associated with the initiative.

Being small business friendly doesn't have to be onerous or expensive - little changes can often have a big impact.



## Why you need to be involved

Being small business friendly can bring many benefits for your organisation and your community, including:

- creating a desirable location to live and to establish a business
- supporting your local economy, including providing employment opportunities
- building vibrancy in your community
- meeting the needs of ratepayers for local goods and services
- collaborating and sharing with other small business friendly local governments

## Your next steps

Our Small Business Friendly Local Governments Project Manager can help you sign up to the Small Business Friendly Local Governments initiative and answer any questions.

**T:** 13 12 49

**E:** [sbfriendly@smallbusiness.wa.gov.au](mailto:sbfriendly@smallbusiness.wa.gov.au)



**For some business owners it's their interaction with local government, not compliance with regulations, that can create problems.**



A key role for the Small Business Development Corporation is advocating on behalf of small business at all tiers of government. We value our relationship with local governments and are keen to strengthen our engagement with this important sector. 

**DAVID EATON,**  
SMALL BUSINESS COMMISSIONER, CEO OF THE SBDC



**Small Business Friendly**

An initiative of the Small Business  
Development Corporation



## Small Business Friendly Local Governments initiative Report card One



Report for City of Vincent:

Standard activities	Activity details and goal		Date:
			Progress
<b>On-time payment policy</b>	Are all invoices paid within 30 days?	Y / N	<i>To be completed at 6 and 12 month mark. Please indicate percentage of invoices paid within 30 days</i>
<b>Small business engagement</b>	Have you regularly met and consulted with the small business community and their representative bodies?	Y / N	<i>To be completed at 6 and 12 month mark. Please outline the details of this engagement</i>
<b>Dispute handling</b>	Is there a process in place (and all relevant staff advised of it) to handle disputes between your organisation and small business clients?	Y / N	<i>To be completed at 6 and 12 month mark. Please outline the details of this.</i>

Additional activities	Activity details and goal*	Strategies to achieve the goal	Date:
			Progress
<b>Activity 1</b>	<i>To be nominated at commencement of initiative</i>	<i>To be nominated at commencement of initiative</i>	<i>To be completed at 6 and 12 month mark.</i>
<b>Activity 2</b>	<i>To be nominated at commencement of initiative</i>	<i>To be nominated at commencement of initiative</i>	<i>To be completed at 6 and 12 month mark.</i>
<b>Activity 3</b>	<i>To be nominated at commencement of initiative</i>	<i>To be nominated at commencement of initiative</i>	<i>To be completed at 6 and 12 month mark.</i>

\*Wherever possible goals should follow the SMART principle ie. specific, measurable, attainable, relevant and time-based



**9.9 NO. 21 (LOT: 22; D/P: 1477) VINCENT STREET, MOUNT LAWLEY - AMENDMENT TO DEVELOPMENT APPROVAL FOR ALTERATIONS AND ADDITIONS TO EXISTING CONSULTING ROOMS AND A PROPOSED SINGLE HOUSE**

**TRIM Ref:** D18/149330

**Author:** Joslin Colli, Coordinator Planning Services

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Approval Documentation and Plans dated 23 February 2015 [↓](#) 
3. Attachment 3 - Development Plans [↓](#) 
4. Attachment 4 - Written Submission [↓](#) 
5. Attachment 5 - Parking Survey and Parking Management Plan [↓](#) 
6. Attachment 6 - Heritage Impact Statement and Response from Design Review Panel [↓](#) 
7. Attachment 7 - Summary of Submissions and Administration Response [↓](#) 
8. Attachment 8 - Summary of Submissions and Applicant's Response [↓](#) 
9. Attachment 9 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application to amend a development approval for Alterations and Additions to existing Consulting Rooms and a proposed Single House at No. 21 (Lot: 22; D/P: 1477) Vincent Street, Mount Lawley, in accordance with the plans shown in Attachment 3 dated 23 July 2018 and 22 October 2018, subject to the following conditions, with the associated determination advice notes in Attachment 9:

1. All conditions and advice notes detailed on development approval 5.2014.656.1 granted on 23 February 2015 and included in Attachment 2 continue to apply to this approval, except as follows:
  - 1.1 Condition 3.1 (cash in lieu of car parking) is removed;
  - 1.2 Condition 3.2 is amended to read as follows:
    - 3.2 Prior to occupation/use of the development, a minimum of three bicycle parking bays, in the form of two (2) Class 3 bicycle bay facilities for the Commercial component shall be provided. Bicycle bays must be provided at a location convenient to the entrance, publically accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3;
  - 1.3 A new condition 10 is imposed to read as follows:
    10. Landscaping
      - 10.1 A detailed landscape and reticulation plan for the development site and adjoining road verge to the City's satisfaction is to be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:
        - The location and type of existing and proposed trees and plants, based on the City's tree selection tool and to maximise the provision of canopy cover; and
        - Areas to be irrigated or reticulated;

10.2 All works shown in the plans as identified in Condition 10.1 shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to completion of development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

1.4 A new Condition 2.4 is imposed to read as follows:

11. The Consulting Rooms shall not accommodate more than two clients on-site at any given time;

1.5 A new Condition 2.5 is imposed to read as follows:

12. Appointments with each health practitioner shall be scheduled no less than 10 minutes apart to avoid the overlap of clients on site;

1.6 A new Condition 11 is imposed to read as follows:

13. The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists;

1.7 A new Condition 12 is imposed to read as follows:

14. This approval is valid for two years from the date of this approval; and

1.8 Condition 4.1 (Terrace Roofing) is removed.

#### PURPOSE OF REPORT:

To consider an application to amend a development approval for alterations and additions to existing Consulting Rooms and a proposed Single House at No. 21 Vincent Street, Mount Lawley.

#### PROPOSAL:

The application proposes to amend the exiting approval by extending the approval period and removing Condition 3.2, which requires payment of cash-in-lieu.

#### BACKGROUND:

<b>Landowner:</b>	Jeffery & Lynn Bennett
<b>Applicant:</b>	Bruce Arnold
<b>Date of Application:</b>	23 July 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R50
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Consulting Rooms
<b>Proposed Use Class:</b>	Consulting Rooms: A Dwelling (Single House): P
<b>Lot Area:</b>	355m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	Yes. Management Category A – Conservation Essential

The subject site is located at No. 21 Vincent Street, Mount Lawley, as shown on the location plan included as **Attachment 1**. The subject is surrounded by residential uses, abutting the lot and to the north on the opposite side of Vincent Street. The broader area includes residential and commercial uses, with commercial uses being located along Beaufort Street.

The subject site is zoned 'Residential' with a density coding of R50 under the City's Local Planning Scheme No. 2 (LPS2). The subject site accommodates a single-storey building being used as Consulting Rooms. The subject site is listed on the City's Municipal Heritage Inventory, as Management Category A – Conservation Essential.

In April 1990, the City of Perth approved the change of use from residential to Consulting Rooms. That approval contained a condition which restricted the site to one health practitioner at any one time.

An application for alterations and additions to existing dental surgery (including allowing two health practitioners) and a proposed two-storey dwelling to the rear of existing Consulting Rooms was approved by Administration under delegated authority on 23 February 2015. A copy of this approval is included in **Attachment 2**. The approval contained a condition (3.1) which required the payment of \$6,572.80 for the equivalent value of 1.264 car parking spaces. This approval was not enacted and payment was not made to the City. The previous approval also contained a condition (4.1) which required the outdoor living area to have a minimum two thirds uncovered, in accordance with the R Codes. The applicant is seeking removal of this condition.

The current proposal does not involve any amendments to the previously approved built form. The applicant is not proposing any changes to the previously approved operating hours, number of employees and overall intensity of the land use. There are currently two consulting rooms within the existing dental surgery with one of these consulting rooms being used by the dentist to treat patients. There are three employees in total on site at any time currently. This is one health practitioner being a dentist, a receptionist and a dental nurse. The applicant has confirmed that only one client is capable of being treated at any one time by the dentist currently.

The second consulting room is being used for the purposes of sterilising equipment and as a back of house area, and it is intended that this can be accommodated in the proposed extension area of the dental surgery. This will allow a dental hygienist to operate from the second consulting room. There would be four employees being a dentist, a dental hygienist, a dental nurse and a receptionist working from the premises at one time as part of this proposal. The applicant has confirmed that only one client is capable of attending the dental hygienist at any one time and the appointments are scheduled for one hour. This would be in addition to one client being treated by the dentist at any time. These appointment times can vary from 20 minutes to two hours per appointment. The dwelling proposed as part of this application is intended to be offered to the resident dentist or the hygienist.

The development plans are included in **Attachment 3**, the associated report from the applicant is included in **Attachment 4** and the Parking Survey and Management Plan are included in **Attachment 5**.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2), the City's Policy No. 7.1.1 – Built Form, the Non-Residential Parking Policy and the State Government's SPP 3.1 Residential Design Codes (R Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

The applicable deemed to comply requirements of the R Codes are not affected by the Built Form Policy, with the exception of street setbacks and landscaping.

The deemed-to-comply landscaping standards set out in the Built Form Policy have not yet been approved by the Western Australian Planning Commission (WAPC). These provisions are given due regard in the assessment of the application and discussed in the Comments section of this report.

Planning Element	Use Permissibility/ Deemed-to-Comply/ Previously Supported	Requires the Discretion of Council
Land Use	✓	
Density/Plot Ratio	✓	
Street Setback	✓	
Building Setbacks/Boundary Wall	✓	
Building Height/Storeys	✓	
Open Space	✓	
Outdoor Living Areas		✓
Visual Privacy	✓	

Planning Element	Use Permissibility/ Deemed-to-Comply/ Previously Supported	Requires the Discretion of Council
<b>Parking &amp; Access</b>		✓
<b>Bicycle Facilities</b>	✓	
<b>Solar Access</b>	✓	
<b>Site Works/Retaining Walls</b>	✓	
<b>External Fixtures</b>	✓	
<b>Surveillance</b>	✓	

### Detailed Assessment

The deemed-to-comply assessment of the elements that requires further discretion of Council is as follows:

Parking and Access	
Deemed-to-Comply Standard	Proposal
<b>Non-Residential Development Parking Requirements Policy</b>  Eight car parking bays  0.6 (1) long-term bicycle bays	Two car parking bays  Nil long-term bicycle bays  The applicant has requested that a cash-in-lieu condition not be imposed.
Outdoor Living Area	
Deemed-to-Comply Standard	Proposal
<b>5.3.1 Outdoor Living Areas</b>  C1.1 An Outdoor living area to be provided: - With at least two thirds of the required area without permanent roof cover	Entire outdoor living area (roof top terrace) is covered.

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

### CONSULTATION/ADVERTISING:

The application was advertised for a period of 14 days between 3 October 2018 and 16 October 2018 by means of letters being sent to surrounding neighbours. The City received one objection to the proposal. The concerns are summarised below:

- Overshadowing as a result of the building height; and
- Potential for damage to dividing fences.

A summary of the submission with Administration's and the applicant's response can be found in **Attachment 7** and **Attachment 8**, respectively.

### Design Review Panel (DRP):

Referred to DRP: Yes

Given the site is on the City's Municipal Heritage Inventory (MHI), the application was referred to the DRP for specific comments on the impact on the cultural significance of the site. The comments provided by the DRP can be summarised as follows:

- It is considered that the new addition would have no significant impact on the sightline of the existing building when viewed from Vincent Street;
- The proposal only involves minor alterations to the original fabric of the building and it is noted that the original western elevation will be retained and concealed behind a new wall; and

- The contemporary style of the additions is supported as the new materials and finishes are distinguishable from the old building and assists in the discernment of the evolution of the place.

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form;
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties; and
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements.

As the proposed built form does not differ to the original approval, the current application can be considered as an amendment to an approval under Clause 77(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant would have the right to apply to the State Administrative Tribunal for a review of the Council's determination.

**Delegation to Determine Applications:**

The application is being presented to Council as the applicant is requesting to waive the cash-in-lieu contribution amount for six car parking bays.

**RISK MANAGEMENT IMPLICATIONS:**

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community.*
- *Our built form character and heritage is protected and enhanced."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Should Council agree to waive the cash-in-lieu for the shortfall of vehicle parking on-site, the City would not receive the amount of \$32,400 that would contribute towards the provision and upgrading of transport infrastructure within the City of Vincent.

**COMMENTS:**

In considering the acceptability of this application for an extension of time, Administration has considered the following:

1. Changes in the planning framework since development approval was granted;
2. Whether the development is likely to receive approval now; and
3. Whether the applicant has actively pursued the implementation of the development.



## 1. Changes to the planning framework

### *City of Vincent Local Planning Scheme No. 2*

The previous application for the subject site was assessed under the City's TPS1 and associated policies. The City's LPS2 was approved by the Minister and was gazetted on 16 May 2018. LPS2 resulted in no changes to the subject site's Residential R50 zoning.

### *City of Vincent Policy No. 7.1.1 – Built Form*

On 13 December 2016, Council adopted the Built Form Policy, which was published and came into effect on 21 January 2017. The adoption of the Built Form Policy also resulted in several other policies being rescinded. The subject site is located within the Residential Built Form Area under the Built Form Policy. The current application has been assessed against the Built Form Policy.

### *State Planning Policy 3.1 Residential Design Codes*

On 2 March 2018, the Western Australian Planning Commission gazetted amendments to the State Planning Policy 3.1 Residential Design Codes. It is noted that these changes do not affect the assessment of the subject application.

### *City of Vincent Policy No. 7.7.1 – Parking and Access*

On 6 March 2018, Council resolved to adopt Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Non-Residential Development Parking Policy) and revoked Policy No. 7.7.1 – Parking and Access. The Policy was published and came into effect on 7 April 2018.

## 2. Whether the development is likely to receive approval now

In considering whether the development is likely to receive approval now, Council must assess the issues of land use, car parking and landscaping.

### *Land use*

The application previously obtained approval for Grouped Dwelling under TPS1 which was classified as 'P' use within the Residential zone. An assessment of the proposed dwelling has been undertaken for this application informed by legal advice which confirms that the dwelling is classified as a Single House land use. A Single House is a 'P' use under LPS 2. The land use permissibility remains the same as what was considered in the previous application and the development requirements for Single Houses and Grouped Dwellings do not differ.

### *Parking*

The 2015 application was assessed against the City's previous version of Policy No. 7.7.1 – Parking and Access. Due to the adjustment factors of that policy, the proposal involved a shortfall of 1.264 car parking bays was resolved via a condition of development approval requiring a cash-in-lieu contribution or guarantee to the value of \$6,572.80. The approval was not enacted and therefore this cash in lieu contribution has not been paid to the City.

Three car parking bays were previously approved on-site, with two of the approved parking bays being dedicated for the consulting rooms and one for the dwelling. One bay for the consulting rooms is required to be provided as a car parking space designed for people with a disability in accordance with the National Construction Code (NCC) Volume 1 and is shown on the development plans submitted. As per the NCC, this bay need not be signed and marked so as to restrict the use of the car parking space only for people with a disability. This is because the NCC only requires these bays to be appropriately signed and marked where there are more than five car parking spaces provided on site.

The application does not propose to increase the amount of car parking bays provided onsite. The car parking bay associated with the dwelling complies with the deemed-to-comply car parking requirements of the Residential Design Codes. The current Non-Residential Development Parking Requirements Policy requires eight car parking bays to be provided for the previously approved consulting rooms, with the application involving the provision of two bays. A cash-in-lieu contribution for the six bays would equate to \$32,400, however, the application is seeking Council's discretion on the matter and has provided a Parking

Survey and Parking Management Plan to demonstrate the parking provision would not result in parking problems within the locality. The Parking Survey was undertaken in accordance with the WAPC's Traffic Impact Assessment Guidelines and calculated the number of car parking bays available within the operating hours of the consulting rooms and also provides an analysis of the parking availability within the surrounding locality. These supporting documents are provided in **Attachment 5** and include the following relevant information:

- There are 134 off-street, public car parking bays within 261 metres of the subject site;
- These are all time limited car parking bays, ranging from a maximum of one to 7.5 hours;
- Of these 134 car parking bays, 85 car parking bays require a parking ticket when being used;
- These bays were surveyed for vacancy between the hours of 9:00am and 5:00pm, which are the approved operating hours of the consulting room;
- At the lowest vacancy (which occurred on two separate occasions throughout the week), there were 59 off-street car parking bays available;
- At the highest vacancy, there were 105 off-street car parking bays available;
- On average, throughout the operating hours of the consulting rooms, there were 82 off-street, public car parking bays available within 261 metres (less than a five minute walk) of the subject site.

The applicant proposes the following Parking Management Strategy for the existing consulting rooms, based on the results of the Parking Survey:

- All employees, inclusive of the health practitioners and receptionist, if driving, are to park at the car park located on the corner of Beaufort Street and Barlee Street, where the maximum time limit is 7.5 hours, with a valid parking ticket. Alternatively, monthly commercial parking permits can be purchased from the City;
- There are two car bays available on site allocated exclusively for clients of the consulting rooms (one of which is designed to allow parking for people with a disability); and
- The receptionist will advise clients of the most suitable car parking locations based on their type and length of scheduled appointment.

In addition, employees and clients accessing the site can do so through public or active transport options. There are two high frequency bus stops within the 250 metre pedestrian shed, and an additional two high frequency bus stops between 250 and 357 metres of the subject site. The Non-Residential Development Parking Requirements Policy requires a minimum of 1.4 short-term bicycle bays and 0.6 long-term bicycle bays. The application involves the provision of three short-term bicycle bays located on-site, which in conjunction with the end of trip facilities appropriately facilitates an alternative form of transport to and from the site.

In considering the approved intensity of the use and the applicant's request to remove the condition relating to cash-in-lieu contribution, the following is relevant:

- The consulting room has been operating since 1990, with no complaints being received by the City in relation to parking or use of the subject site;
- There are 134 off-street, public car parking bays within 261 metres of the subject site, with the Parking Survey identifying a minimum of 59 vacant car parking bays available at the busiest time;
- All employees would be asked to utilise the car parking available on the corner of Barlee Street and Beaufort Street, with commercial parking permits available for purchase;
- There will be two car parking bays available on-site for use by the two clients being treated by the dentist and hygienist at any one time;
- Access to all public car parking bays is easily accessible by vehicle off main arterial roads;
- There are three bicycle parking bays available on-site; and
- There are two high frequency bus stops within 250 metres of the site, and an additional two high frequency bus stops between 250 and 357 metres of the subject site.

Given the extensive private, public and active transport services available to the subject site to cater to the demands of the development, as well as car parking spaces available on site for clients, it is reasonable to remove the condition relating to the cash-in-lieu contribution. A condition of development approval has been recommended to be imposed to ensure that appointments for each health practitioner be scheduled at least 10 minutes apart to avoid any potential overlap and increased demand for on site car parking.

### Landscaping

The City's Built Form Policy includes landscaping requirements in relation to the amount of deep soil zone and canopy cover. The applicant proposes a deep soil zone of 4.6 percent of the site in lieu of the deemed-to-comply 15 percent and a canopy cover of 5.1 percent of the site in lieu of the deemed-to-comply 30 percent.

The previous approval included the removal of the existing Cape Lilac tree within the street setback. This tree is a pest species as it sheds berries and is susceptible to cedar moth infestations. The tree also affects the stormwater drainage of the existing heritage building as the berries block the gutters causing water to overflow. The removal of this tree also allowed for the inclusion of a car parking bay within the street setback area.

Opportunities to provide additional landscaping on site is limited. While Administration stills supports the removal of the existing Cape Lilac tree for the reasons above, the tree should be replaced with a more appropriate species that provides an equivalent or greater canopy cover. There is opportunity to install trees that can provide canopy coverage within deep soil zones in the front of the lot. There are also opportunities to provide additional landscaping within garden beds between the car bay in the front setback area and the dental surgery, as well within the garden beds along both the southern and eastern lot boundaries. Whilst the width of some portions of the garden beds proposed means that they would not contribute towards deep soil area, they would still allow for species to adequately grow to a height and maturity that can contribute to canopy cover. The landscaping opportunities on the site would assist in reducing the impact of the development, providing a sense of open space between the proposed dwelling and surrounding residents, and contribute towards a sustainable landscape design for the lot and the greater community. It is recommended that a condition be imposed requiring the submission of a landscaping plan to show the installation of landscaping and tree species on site consistent with the City's tree selection tool.

### Heritage Conservation

The previous approval provides for an extension to the western façade of the heritage building enclosing the external area to the west of the building. These additions to the existing heritage building have been designed to reflect the existing style of the building. The multiple dwelling is located behind the principal façade of the heritage building. The multiple dwelling is contemporary in design and incorporates materials and colours that are distinguishable from the historical architecture and design of the building.

The subject site is listed on the City's MHI, as a Management Category A – Conservation Essential. Consideration must be had to the Statement of Significance of the subject site, as follows.

*"The former substation has considerable historic value as a physical record of Perth's tram and trolley bus transportation system that operated in Perth from 1899 to 1969 and contributed significantly to the development of the suburbs within the Town of Vincent.*

*The former substation has some aesthetic value as a good example of a municipal building constructed in the Inter-War Functionalist style.*

*The former substation has considerable rarity value as one of few remaining physical structures associated with the tram and trolley bus transportation system located within the Town of Vincent."*

A Heritage Impact Statement was submitted as part of the previous application to determine whether the design satisfies the provisions of the City's Heritage Management Policy. The HIS can be found in **Attachment 6**. This HIS presented the following conclusions:

- It is considered that the new addition would have no significant impact on sightline of the existing building when viewed from Vincent Street;
- It is noted that the original western elevation will be retained and concealed behind a new wall;
- The contemporary style of the additions is supported as the new materials and finishes are distinguishable from the old building and assists in the discernment of the evolution of the place; and
- It is considered the proposal has no adverse impact on the cultural heritage significance of the subject place and the application is recommended for approval.

The proposal would not alter the original façade of the heritage building or obscure or alter an element that contributes to the significance of the place. The development would maintain an existing line of view to the heritage place and is positioned in a location that ensures the prominence of the heritage building is not

compromised. Administration considers the proposal presents an appropriate outcome for the heritage building and satisfies the requirements of the City's Heritage Management Policy.

#### *Outdoor Living Area*

The existing approval contains the following condition (4.1):

*"The proposed dwelling terrace shall have a minimum two-thirds of the proposed area without permanent roofing."*

The applicant is seeking removal of this condition on the basis that the Outdoor Living Area meets the relevant Design Principles of the R-codes. Clause 5.3.1 of the R-Codes requires an outdoor living area to be provided with at least two-thirds of the required area without permanent roof cover.

The proposed Outdoor Living (terrace) is accessed directly from the living room and is located on the northern side of the property and will be open to winter sun. The proposed roof is a skillion roof with the angle increasing to the north to allow sufficient light into the dwelling. Administration recommends removal of condition 4.1 on the basis that the proposal meets the Design Principles of the R-codes.

### 3. Implementation of the development

The applicant has provided the following information detailing why the application has not been substantially commenced:

*"The ongoing Dental practice business was purchased by my client around late 2014 and was then leased to The Dental Corporation (DUPA). Unfortunately a condition of the lease meant that the approved works was not able to be executed which in turn resulted in the approval lapsing in February 2017. In the recent months, the lessee has indicated that they no longer wish to peruse the lease and my client, Mr. Bennett, who is a Dentist, will now look to take over the running the practice as a small local practice similar to the one he currently operates in Donnybrook. Due to this change in the leasing arrangement, my client wishes to resubmit the documents which were originally approved which is to provide a small extension to the existing surgery and add a dwelling at the rear of the existing building. The proposed new dwelling, which is the major work associated with this proposal, will form a part of the package being offered to either the resident dentist or the hygienist employed in the surgery and may also be part of an interchange staff programme with the Donnybrook practice."*

Whilst the owner has not made genuine attempts to implement the approval, it is acknowledged that constraints existed by way of a separate lease arrangement.

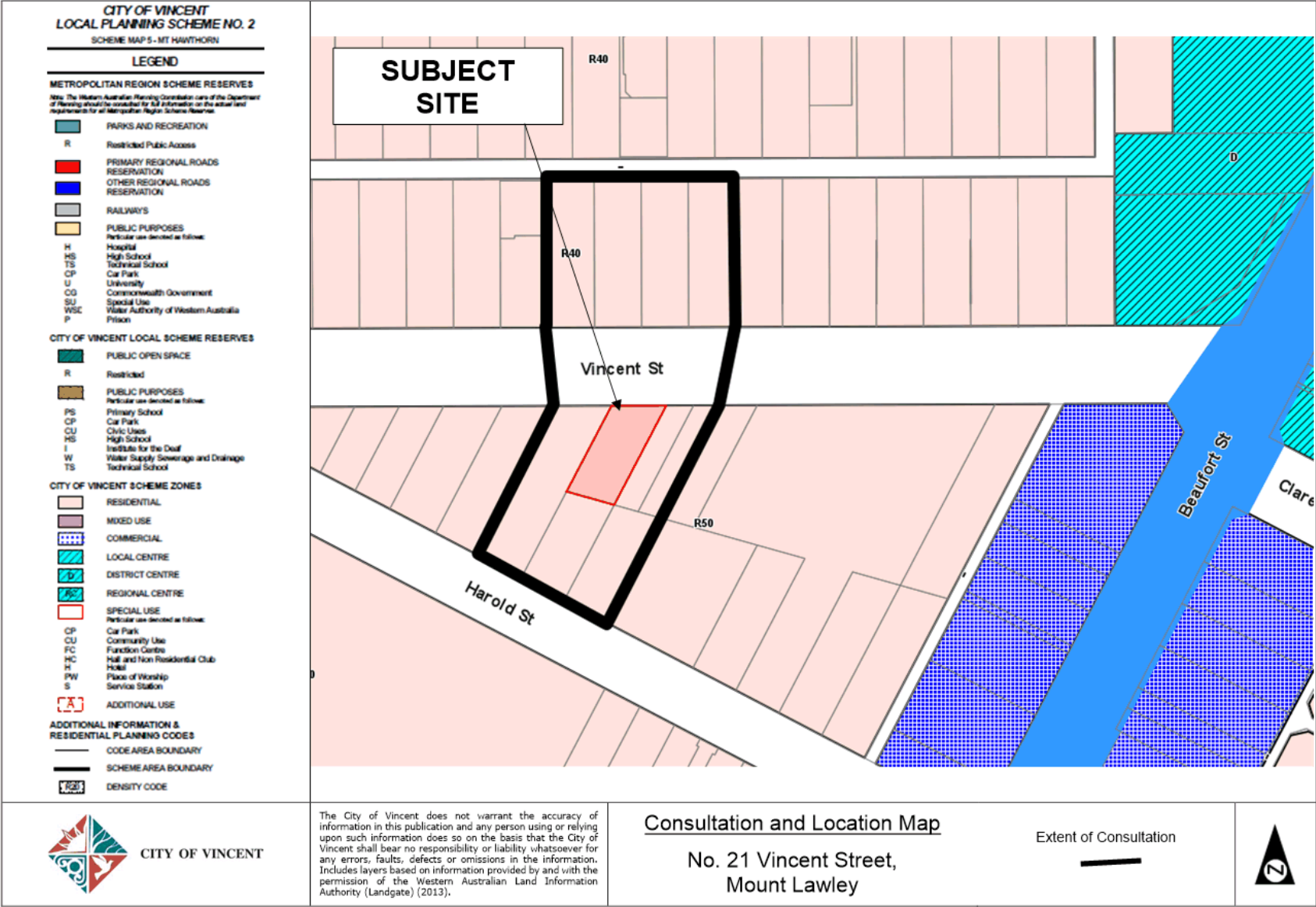
### Conclusion

Council is required to exercise discretion with respect to the extension of time, car parking and landscaping.

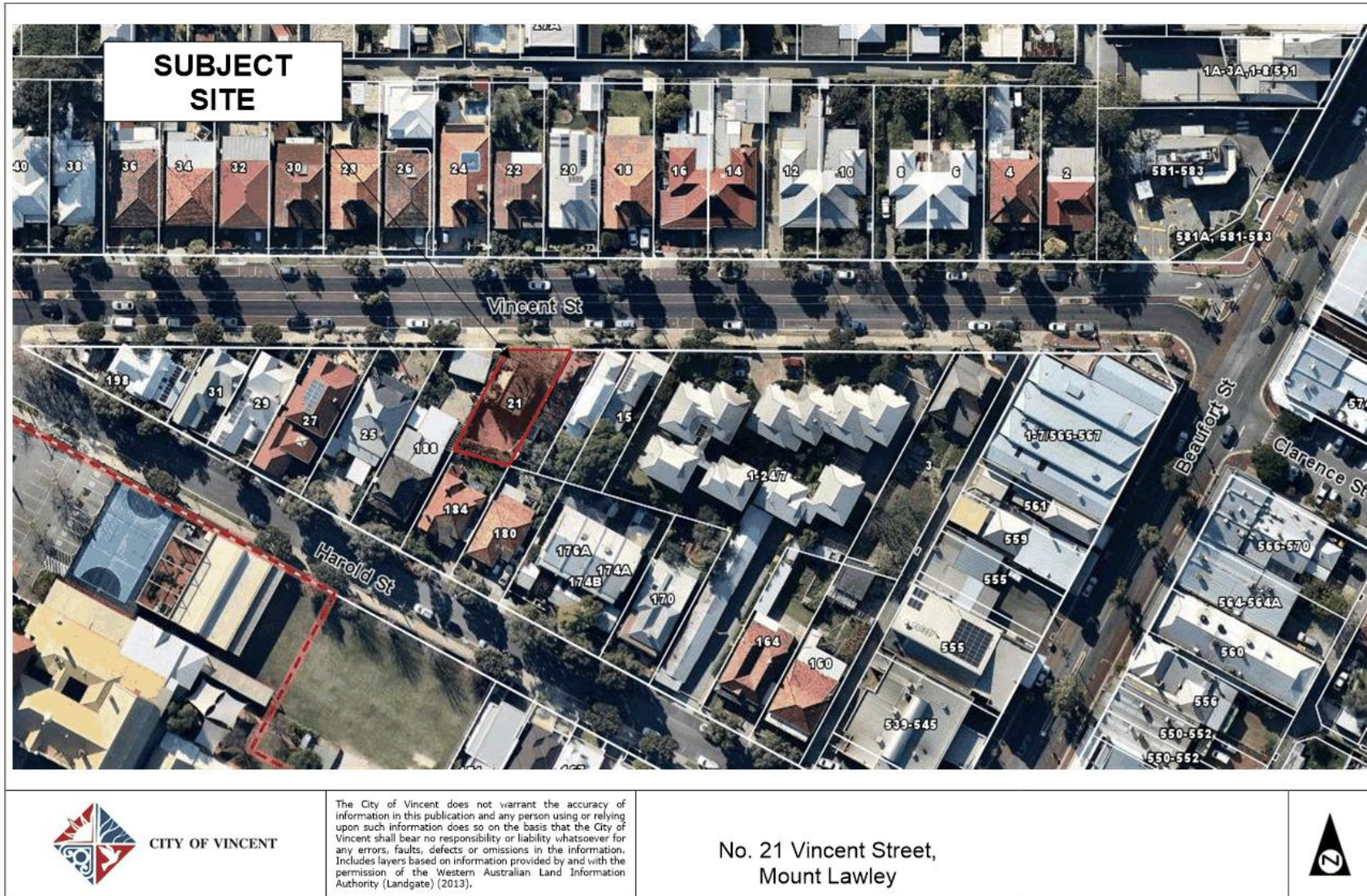
The Parking Survey and Parking Management Plan demonstrate the area is well serviced by a variety of private, public and active transport methods and facilities. The parking demand can be accommodated on site and within the surrounding locality. The cash-in-lieu condition is not required.

Landscaping can be provided on site that would result in an equivalent or greater canopy coverage compared to the tree that is proposed to be removed.

Administration recommends that the application be approved.









ENQUIRIES TO:

YOUR REF: Adam Dyson (08 9273 6568)  
Planning Services

OUR REF: 5.2014.656.1

23 February 2015

CITY OF VINCENT		
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OFFICER	<i>[Signature]</i>	23-2-15



CITY OF VINCENT

Administration & Civic Centre  
244 Vincent Street (Cnr Loftus)  
Leederville, Western Australia 6007  
PO Box 82, Leederville WA 6902  
Telephone (08) 9273 6000  
Facsimile (08) 9273 6099  
Email: mail@vincent.wa.gov.au  
Web: www.vincent.wa.gov.au

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confidentiality

Dear Sir

**NO. 21 (LOT 22; D/P: 1477) VINCENT STREET, MOUNT LAWLEY- PROPOSED CONSTRUCTION OF TWO STOREY GROUPED DWELLING TO REAR OF EXISTING CONSULTING ROOM (DENTAL SURGERY) AND ALTERATIONS AND ADDITIONS TO EXISTING DENTAL SURGERY**

I refer to your Application for Approval to Commence Development dated 22 November 2014 received 25 November 2014 for the above proposal.

I wish to advise that the proposal was assessed and found to be in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and associated policies. Therefore, the application has been granted conditional approval under delegated authority from the Council subject to the terms and conditions shown on the attached form.

Your attention is drawn to the fact that this consent constitutes planning approval only and that a Building Permit must be obtained from the City prior to the commencement of construction works. The nominated builder should therefore be provided with a copy of conditions of the Form 2 Approval to Undertake Development. The Building Permit application cannot be accepted until all planning conditions are cleared by the City. Accordingly, please ensure that the drawings and information supplied to the City are identical to that approved by the City to avoid delays in the issue of the Permit. Please note that any amendments proposed in the Building Permit application plans, which differ from the Planning Approval plans, may result in the requirement for a new Planning Application to be submitted for assessment and determination.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Adam Dyson on 08 9273 6568.

Yours sincerely

PETAR MRDJA  
MANAGER  
PLANNING AND BUILDING SERVICES

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confidentiality

"ENHANCING AND CELEBRATING OUR DIVERSE COMMUNITY"

- 2 -

THIS IS NOT A BUILDING PERMIT  
42

Fifth Schedule Clause

For Office Use Only  
Serial No. 5.2014.656.1**CITY OF VINCENT TOWN PLANNING SCHEME  
APPROVAL TO COMMENCE DEVELOPMENT**

LOT: 22 D/P: 1477

STRATA LOT NO.:

PROPERTY ADDRESS: No. 21 Vincent Street, MOUNT LAWLEY

OWNER:

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confidentiality

Approval to commence development in accordance with the application for Town Planning Approval dated 22 November 2014 received 25 November 2014 for Proposed Construction Of Two Storey Grouped Dwelling To Rear of Existing Consulting Room (Dental Surgery) and Alterations And Additions To Existing Dental Surgery and the attached plans stamp dated 25 November 2014 and amended plans stamp dated was GRANTED in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, subject to the following conditions:

1. Boundary Wall

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) walls facing 188 Harold Street, Mount Lawley in a good and clean condition. The finish of the walls are to be fully rendered or face brickwork;

2. Consulting Rooms – Dentist Surgery Use

2.1 Any change of use from Consulting Rooms (Dentist) shall require Planning Approval to be applied for and obtained from the City prior to the commencement of such use;

2.2 Shall be limited to a maximum of two (2) consulting rooms/consultants operating at any one time. Any increase in the number of consulting rooms/consultants shall require Planning Approval to be applied for and obtained from the City;

2.3 Any windows, doors and adjacent areas fronting Vincent Street shall maintain an active and interactive relationship with the street.

## 3. WITHIN TWENTY-EIGHT (28) DAYS OF THE ISSUE DATE OF THIS 'APPROVAL TO COMMENCE DEVELOPMENT', the owner(s) or the applicant on behalf of the owner(s) shall comply with the following requirements;

3.1. Cash-in-Lieu

Pay a cash-in-lieu contribution of \$6,572.80 for the equivalent value of 1.264 car parking spaces, based on the cost of \$5,200 per bay as set out in the City's 2014/2015 Budget; OR

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lodge an appropriate assurance bond/bank guarantee of a value of \$6,572.00 to the satisfaction of the City. This assurance bond/bank guarantee will only be released in the following circumstances:

- 3.1.1 To the City at the date of issue of the Building Permit for the development, or first occupation of the development, whichever occurs first; or
- 3.1.2 to the owner(s)/applicant following receipt by the City of a Statutory Declaration of the prescribed form endorsed by the owner(s)/applicant and stating that they will not proceed with the subject 'Approval to Commence Development'; or
- 3.1.3 to the owner(s)/applicant where the subject 'Approval to Commence Development' did not commence and subsequently expired.

The car parking shortfall and consequent cash-in-lieu contribution can be reduced as a result of a greater number of car bays being provided on-site and to reflect the new changes in the car parking requirements;

3.2 Bicycle Bays

One (1) Class 1/2 and One (1) Class 3 bicycle facilities for the Commercial (Consulting Rooms) component, shall be provided. Bicycle bays for visitors must be provided at a location convenient to the entrance, publically accessible and within the development and bicycle bays for the residents and employees must be located within the development. The bicycle facilities shall be designed in accordance with AS2890.3;

4. PRIOR TO THE SUBMISSION OF A BUILDING PERMIT, the following shall be submitted to and approved by the City;

4.1 Terrace Roofing

The proposed dwelling terrace shall have a minimum two-thirds of the proposed area without permanent roofing;

5. PRIOR TO THE SUBMISSION OF AN OCCUPANCY PERMIT, the following shall be completed to the satisfaction of the City;

5.1 Car Parking

The car parking area(s) on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans and maintained thereafter by the owner(s)/occupier(s) to the satisfaction of the City;

- 6. No street verge tree(s) shall be removed. The street verge tree(s) is to be retained and protected from any damage including unauthorised pruning;
- 7. All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive from Vincent Street.
- 8. A Road and Verge security bond for the sum of \$2500, shall be lodged with the City by the applicant, prior to the issue of a building permit, and will be



- 4 -

held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City's Technical Services Directorate. An application for the refund of the security bond shall be made in writing. The bond is non-transferable;

9. All storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City's Technical Services Directorate. Drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

ADVICE NOTES:

1. Any new street/front wall, fence and gate within the Vincent setback areas, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences.
2. With regard to condition 1, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.
3. Sound levels created shall not exceed the provisions of the *Environmental Protection Act 1986* and the *Environmental Protection (Noise) Regulations 1997*. All construction work must be carried out in accordance with control of noise practices described in Section Six (6) of AS2436-1981 "Guide to Noise Control on Construction, Maintenance and Demolition Sites"
  - The equipment used for the construction work must be the quietest reasonably available;
  - Construction work is not to commence before 7.00am, or carry on after 7.00pm on Monday to Saturdays;
  - No construction work is permitted on Sundays or Public Holidays.

Should work need to be undertaken out-of-hours, the builder/developer is to submit a Regulation 13 application to the City's Health Services, seeking approval for an exemption – the application is to be accompanied by a Noise Management Plan – exemptions will only be considered where a demonstrated need and justification exists (safety concerns with Main Roads etc).

4. It is noted that in the event of a Strata Titling of the Property, an easement may be required on the Certificate of Title given the overlap of the balcony over the Consulting Room portion of the building.
5. All signage that does not comply with the City's Policy No. 7.5.2 relating to Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Building Permit application, being submitted to and approved by the City prior to the erection of the signage.
6. An Occupancy Permit will be required for the development.

NOTES:

PLEASE NOTE THAT ANY AMENDMENTS PROPOSED IN THE BUILDING PERMIT APPLICATION PLANS, WHICH DIFFER FROM THE PLANNING APPROVAL PLANS, MAY RESULT IN THE REQUIREMENT FOR A NEW PLANNING APPLICATION TO BE SUBMITTED FOR ASSESSMENT AND DETERMINATION. SHOULD THIS BE THE CASE, THE

- 5 -

OWNER/BUILDER/DEVELOPER IS ADVISED TO FACTOR IN AN ADDITIONAL TIME PERIOD INTO THE DEVELOPMENT/BUILDING PROCESS.

PLEASE NOTE THAT ANY ADDITIONAL PROPERTY NUMBERING TO THE ABOVEMENTIONED ADDRESS, WHICH IS RESULTANT FROM THIS APPLICATION, IS TO BE ALLOCATED BY THE CITY OF VINCENT AND NO OTHER PARTIES. IT IS RECOMMENDED THAT YOU LIAISE WITH THE CITY'S PLANNING SECTION ON THE ABOVE MATTER, DURING THE BUILDING PERMIT ISSUE STAGE.

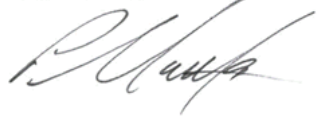
OWNER(S), BUILDER(S) AND DEVELOPER(S) UNDERTAKING DEVELOPMENT/CONSTRUCTION OF ANY KIND ARE HEREBY ADVISED OF A RESPONSIBILITY TO COMPLY WITH THE REQUIREMENTS OF THE DISABILITY DISCRIMINATION ACT 1992. FOR FURTHER INFORMATION ON THIS ACT, ENQUIRIES SHOULD BE DIRECTED TO THE DISABILITY SERVICES COMMISSION ON TELEPHONE NUMBER (08) 9426 9200 OR TTY ON (08) 9426 92325.

SHOULD THE APPLICANT BE AGGRIEVED BY THE DECISION A RIGHT OF APPEAL MAY EXIST UNDER THE PROVISIONS OF THE TOWN PLANNING SCHEME OR THE METROPOLITAN REGION SCHEME.

This approval is valid for a period of TWO years only. If the development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

DATE OF DECISION: 23 February 2015

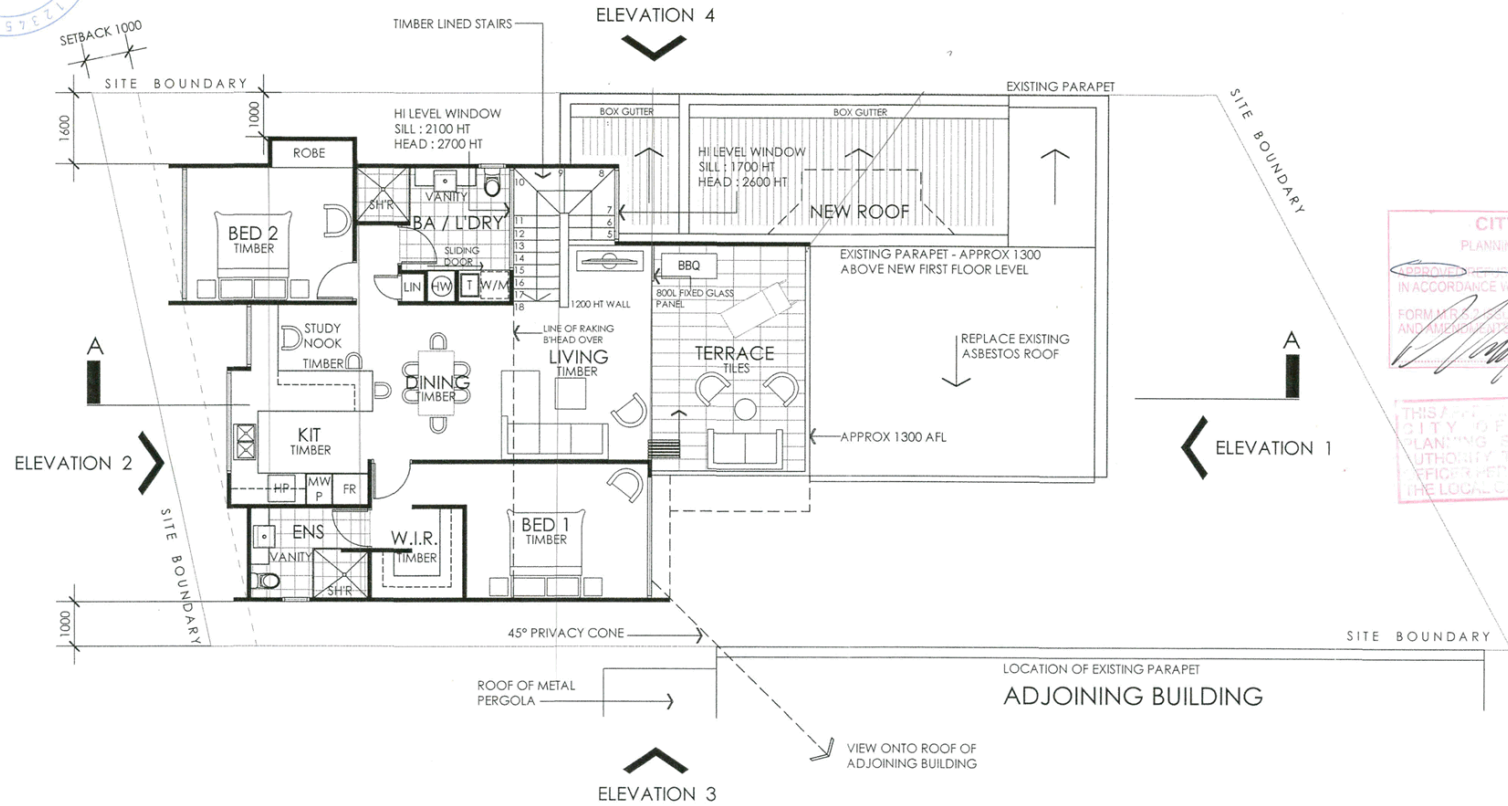
DATE OF ISSUE: 23 February 2015



MANAGER  
PLANNING AND BUILDING SERVICES





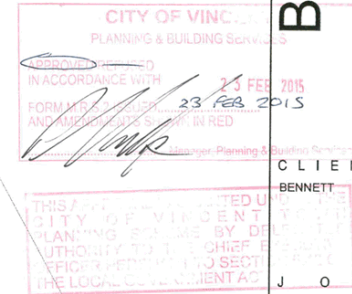


FIRST FLOOR PLAN

SCALE 1 : 100 @ A3 SHEET SIZE

**BRUCE ARNOLD**  
ARCHITECTS

LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH W.A. 6004 TELEPHONE (08) 9225 7153



CLIENT  
BENNETT

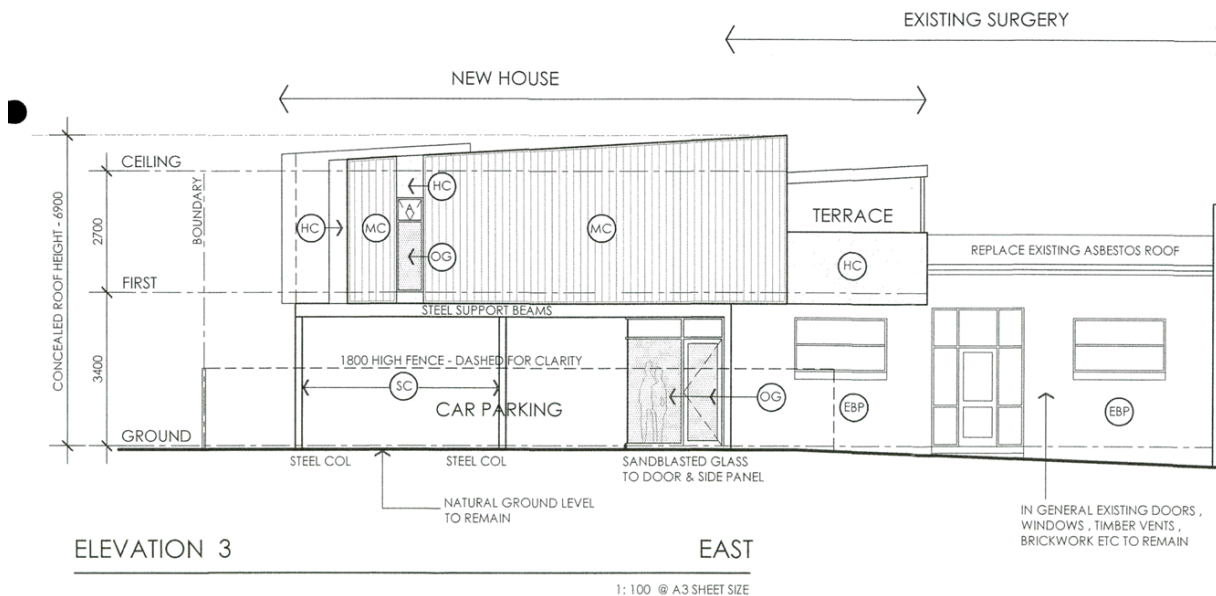
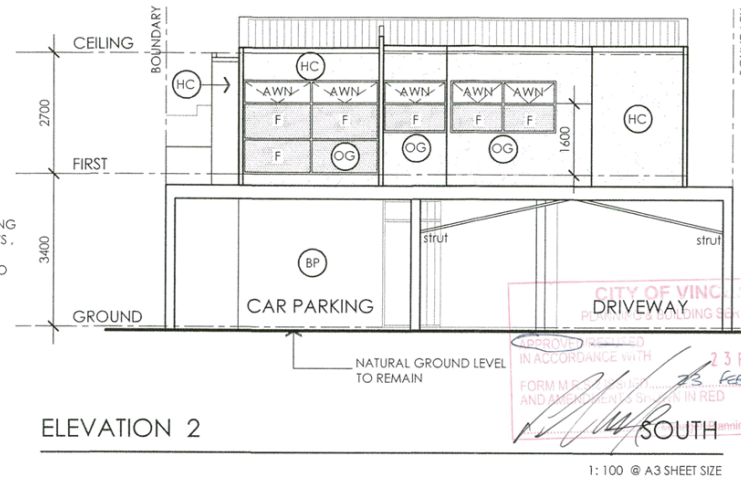
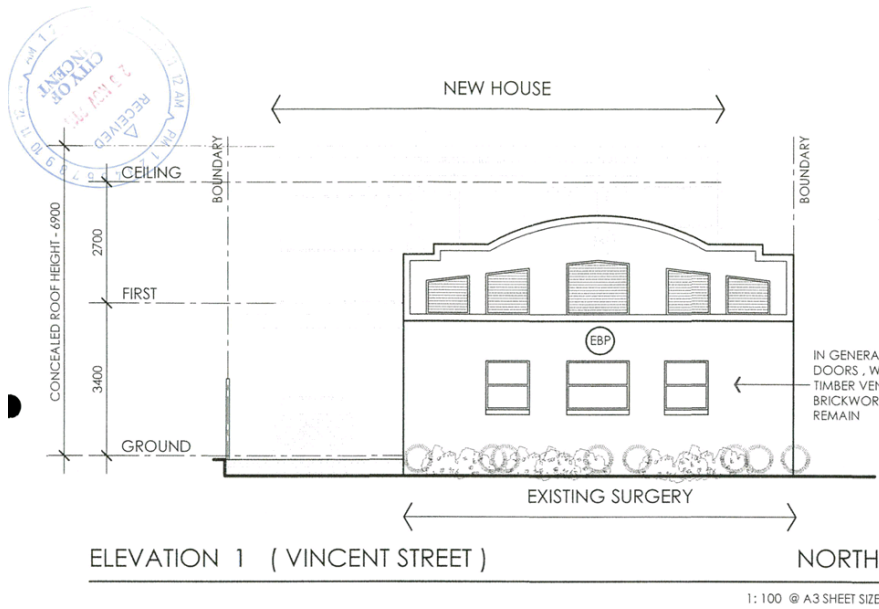
J. O. B.  
NEW RESIDENCE  
& MINOR WORK  
TO EX SURGERY

SITE  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

DRAWING  
FIRST FLOOR  
PLAN

JOB NO.	DRAWN
14.06	RS
SCALE	DATE
1:100	NOV '14
DWG NO.	SHEET
SK3	D.A.

All dimensions are to be verified on site before commencement of work or shop drawings



## LEGEND

- (HC) HARDIES COMTEX FLUSH JOINTED BOARD
- (MC) COLORBOND OR SIMILAR METAL DECK CLADDING WITH VERTICAL GROOVES
- (BP) BRICK WALL PAINTED TO MATCH EXISTING
- (EBP) EXISTING PAINTED BRICKWORK
- (SC) EXPOSED STEEL COLUMNS & BEAMS PAINTED WITH DULUX MIACEOUS OXIDE - NAURAL STEEL GREY
- (OG) OBSCURE GLASS

**BRUCE ARNOLD**  
ARCHITECTS  
LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH WA, 6004 TELEPHONE (08) 9225 7153

CLIENT  
BENNETT

J O B  
NEW RESIDENCE  
& MINOR WORK  
TO EX SURGERY

S I T E  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

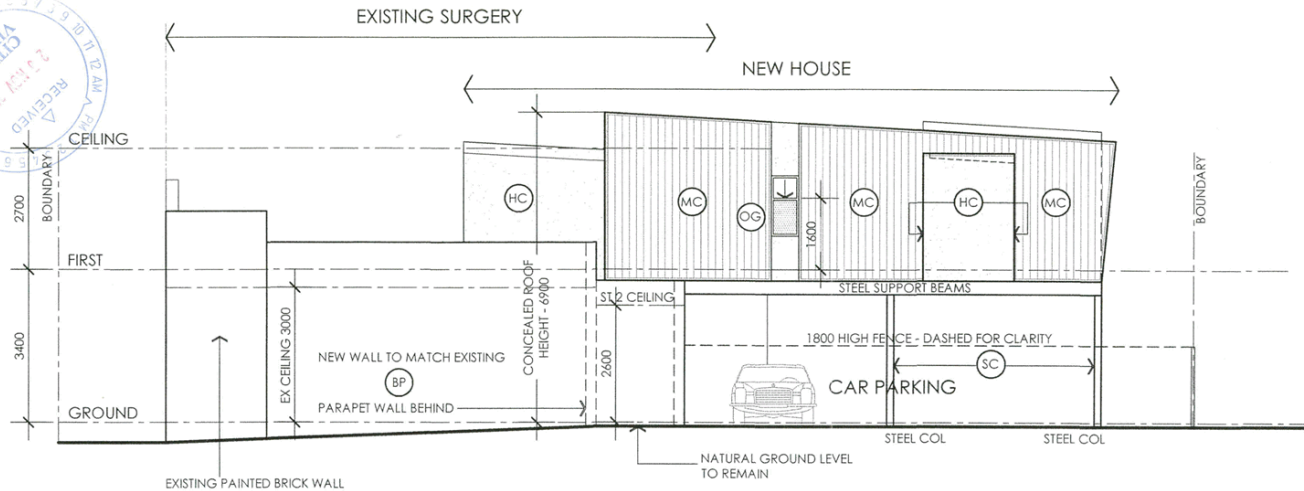
D R A W I N G  
ELEVATIONS

JOB NO  
14.08  
DRAWN  
RS

SCALE  
1:100  
DATE  
NOV '14

DWG NO  
SK4  
BY  
D.A.

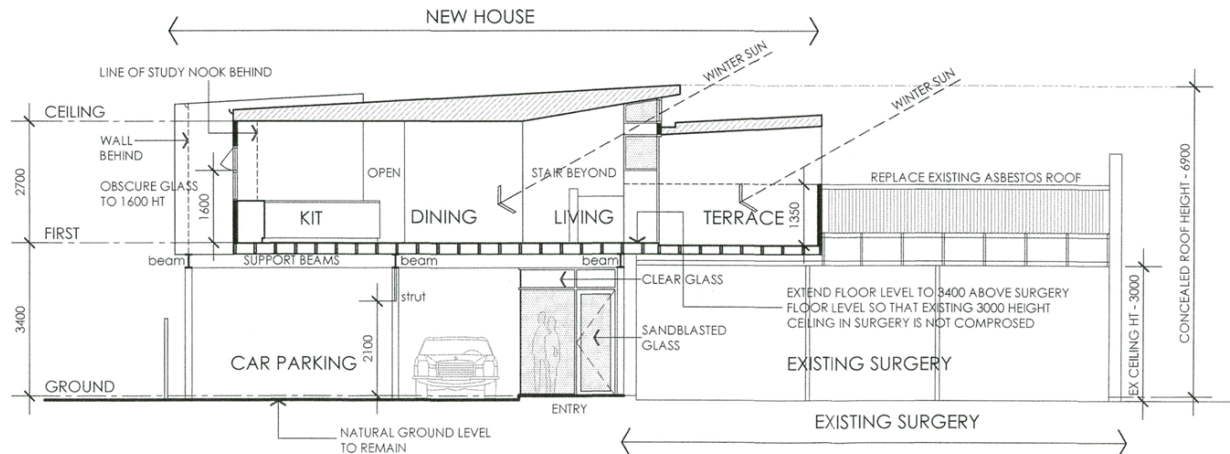
All dimensions are to be verified on site before commencement of work or shop drawings.



ELEVATION 4

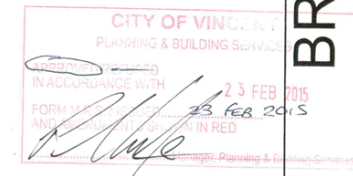
WEST

1: 100 @ A3 SHEET SIZE



SECTION A-A

1: 100 @ A3 SHEET SIZE



### LEGEND

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**BRUCE ARNOLD**  
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LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH WA 6004 TELEPHONE (08) 9225 7153

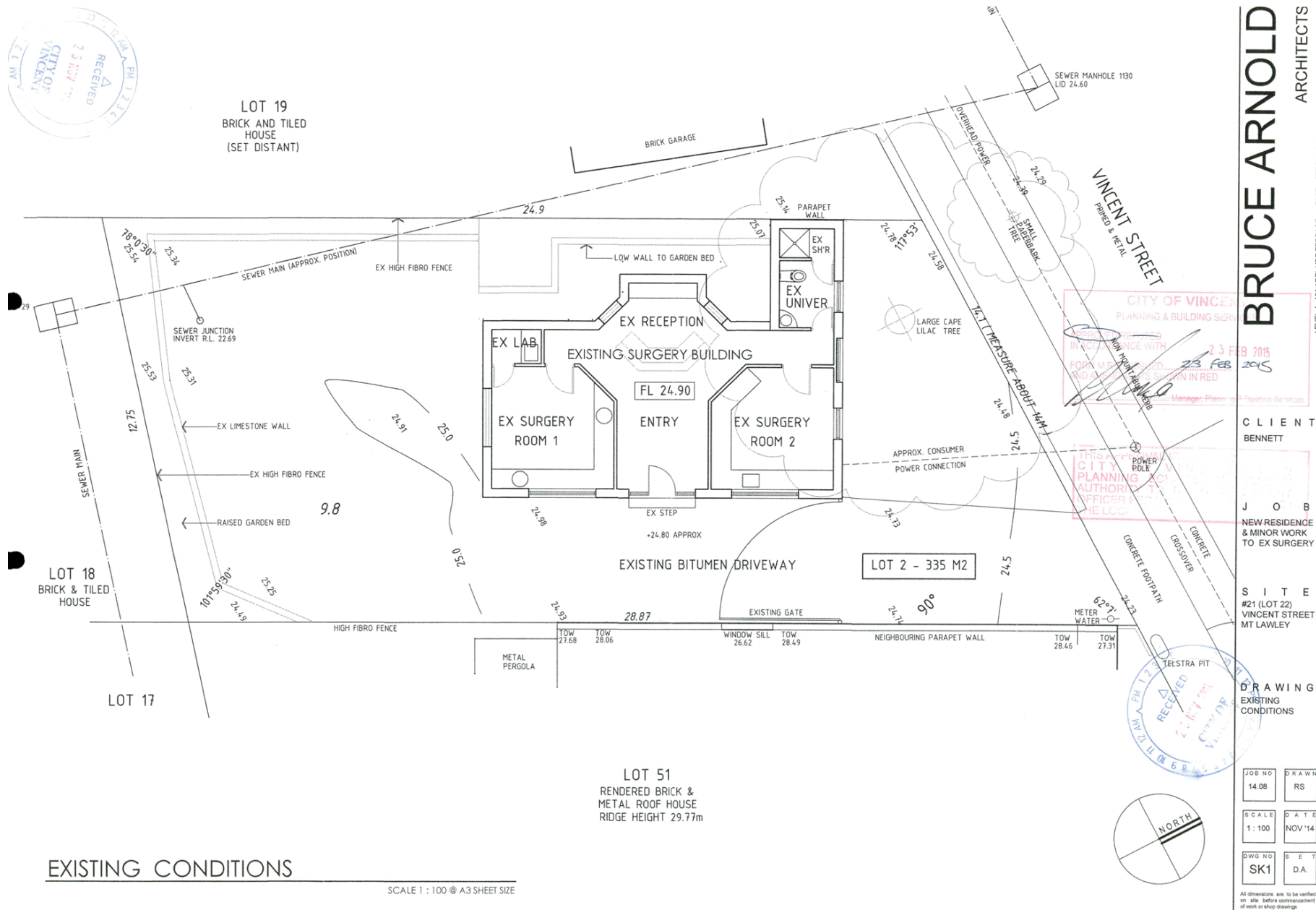
**CLIENT**  
BENNETT  
J O B  
NEW RESIDENCE & MINOR WORK TO EX SURGERY

**SITE**  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

**DRAWING**  
ELEVATION & SECTION

NOE NO	DRAWN
14.08	RS
SCALE	DATE
1: 100	NOV '14
DWG NO	S E T
SK5	D.A.

All dimensions are to be verified on site before commencement of work or shop drawings.

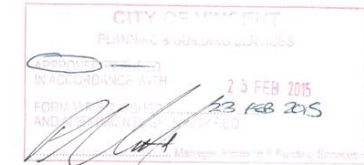




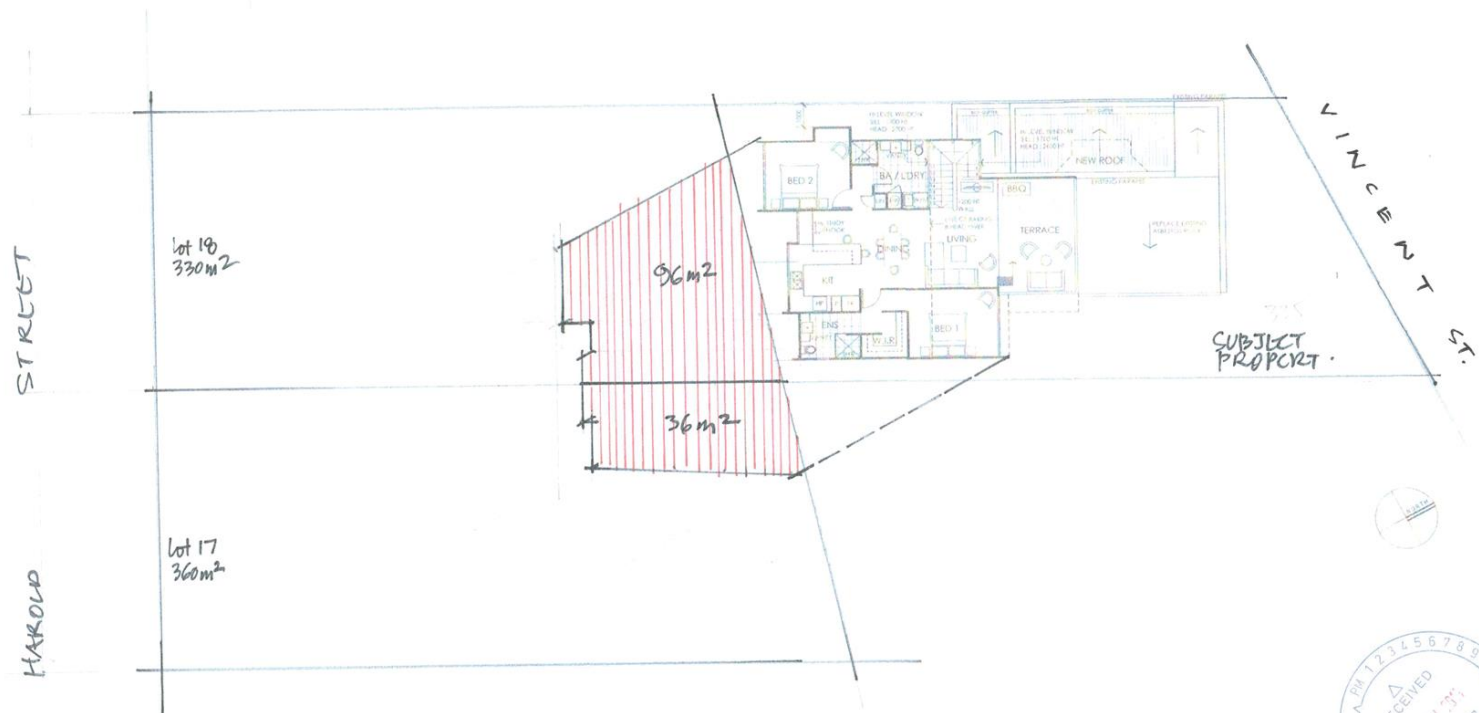
SUN STUDY - FOR OVERSHADOWING  
@ 12 noon  
June 21.

Lot 18 - Site Area - 330m<sup>2</sup>  
- max permissible - 165m<sup>2</sup> (50%)  
- Actual - 96m<sup>2</sup> (29%)

Lot 17 - Site Area - 360m<sup>2</sup>  
- max permissible - 180m<sup>2</sup> (50%)  
- Actual - 36m<sup>2</sup> (10%)



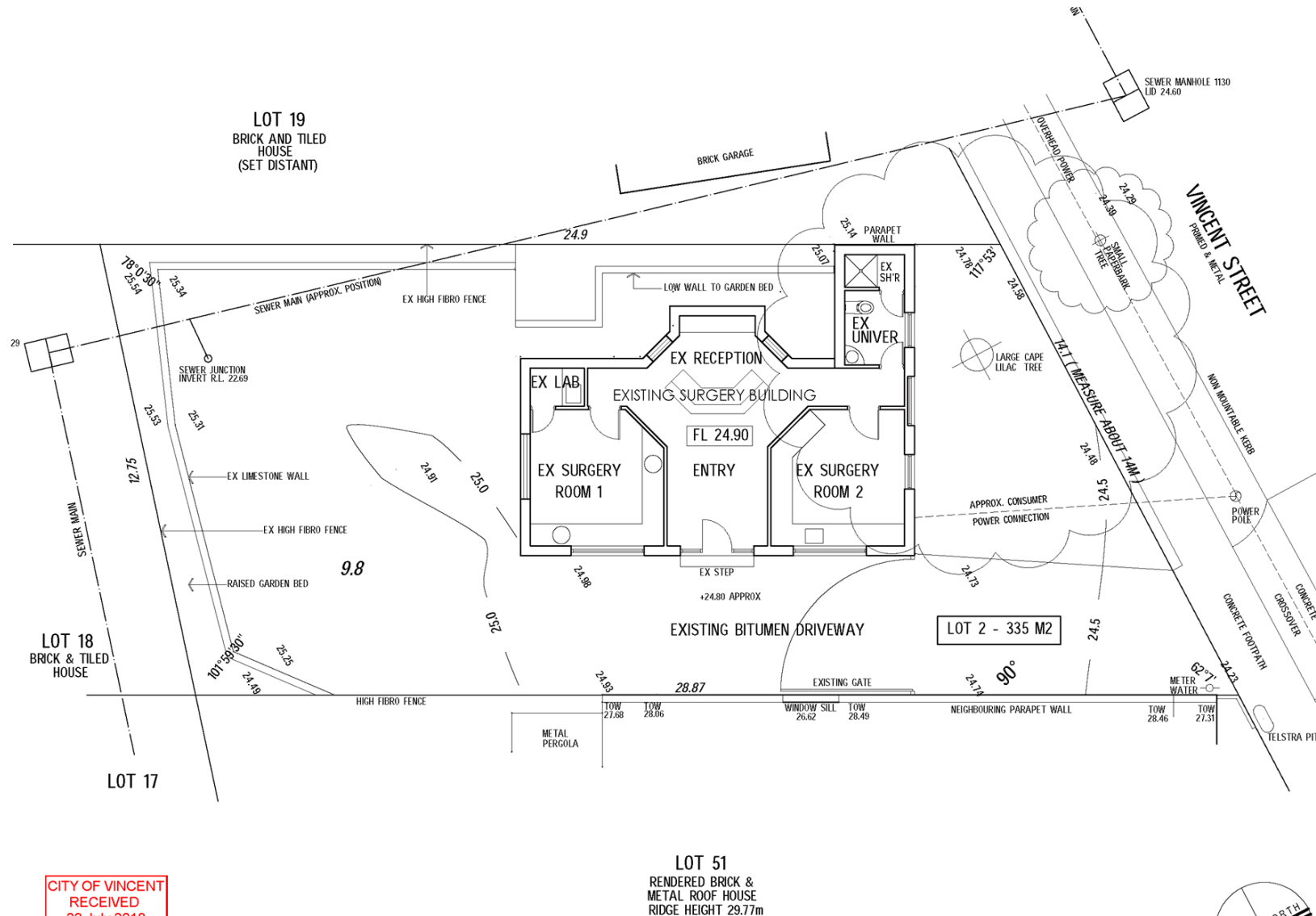
THIS APPROVAL IS GRANTED BY THE CITY OF VINCENT. THE PLAN IS VALID FOR 12 MONTHS. ANY CHANGES TO THE OFFICIAL DEVELOPMENT SECTION OF THE LOCAL GOVERNMENT ACT 1995 MUST BE CONTACTED WITH THE CITY OF VINCENT.



PLAN 1:200 @ A3  
20/11/14.





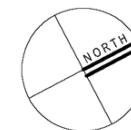


CITY OF VINCENT  
RECEIVED  
23 July 2018

## EXISTING CONDITIONS

SCALE 1 : 100 @ A3 SHEET SIZE

LOT 51  
RENDERED BRICK &  
METAL ROOF HOUSE  
RIDGE HEIGHT 29.77m



**BRUCE ARNOLD**  
ARCHITECTS  
LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH W.A. 6004 TELEPHONE (08) 9225 7153

CLIENT  
BENNETT

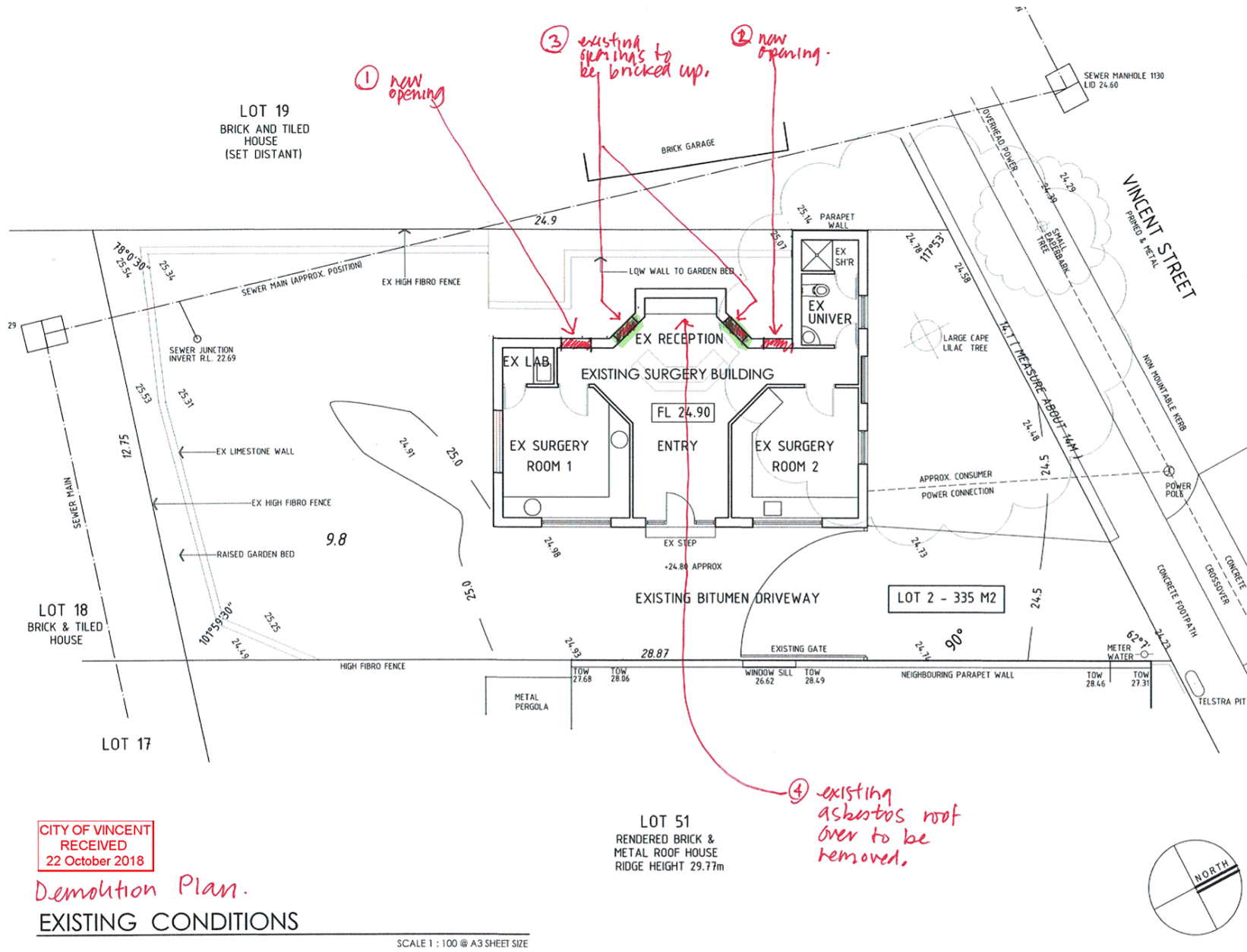
J O B  
NEW RESIDENCE  
& MINOR WORK  
TO EX SURGERY

S I T E  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

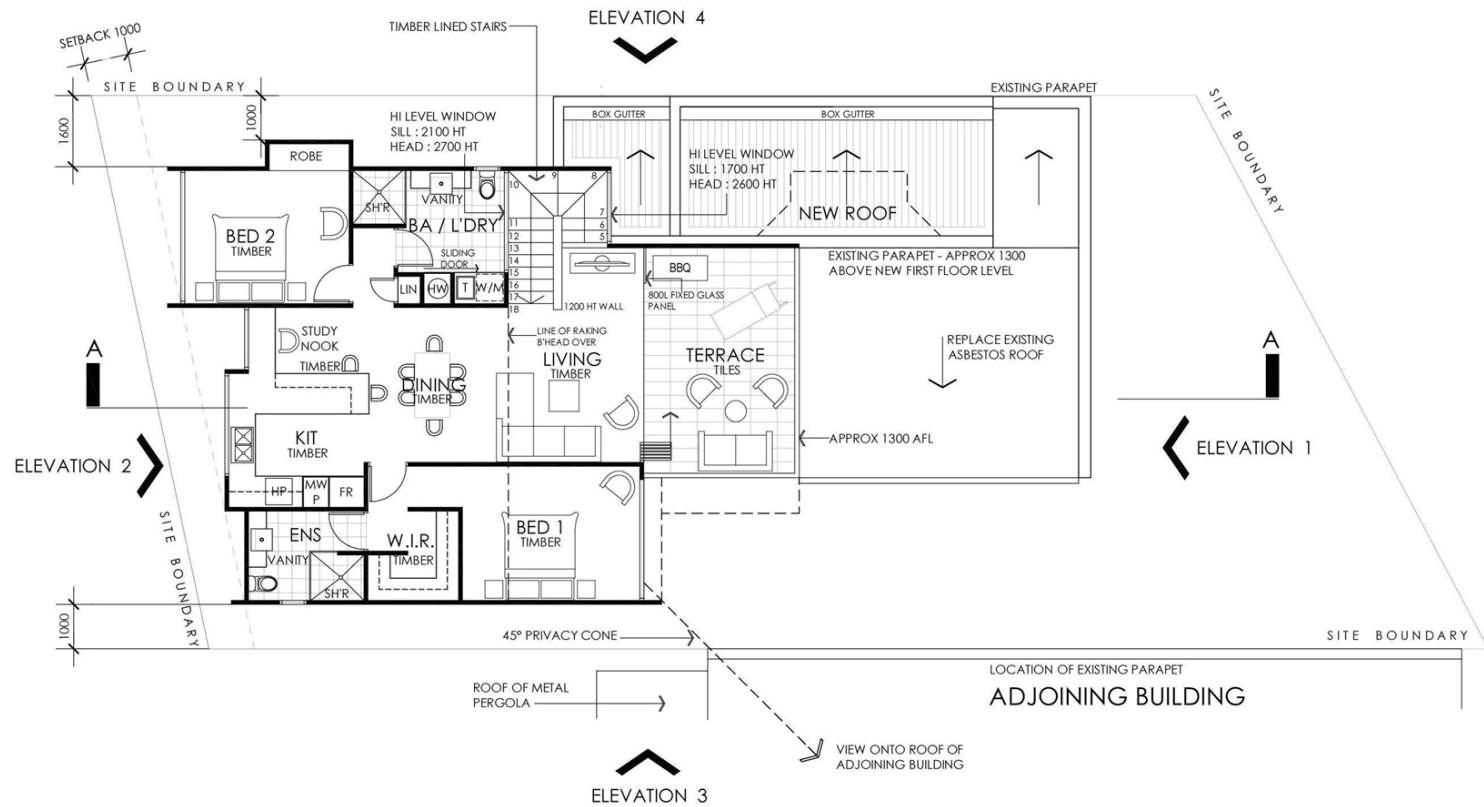
DRAWING  
EXISTING  
CONDITIONS

JOB NO 14.08	DRAWN RS
SCALE 1:100	DATE NOV '14
DWG NO SK1	DATE D.A.

All dimensions are to be verified on site before commencement of work on this drawing.  
COPYRIGHT



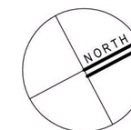




CITY OF VINCENT  
RECEIVED  
23 July 2018

# FIRST FLOOR PLAN

SCALE 1 : 100 @ A3 SHEET SIZE



**BRUCE ARNOLD**  
ARCHITECTS

LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH W.A. 6004 TELEPHONE (08) 9225 7153

CLIENT  
BENNETT

J O B  
NEW RESIDENCE  
& MINOR WORK  
TO EX SURGERY

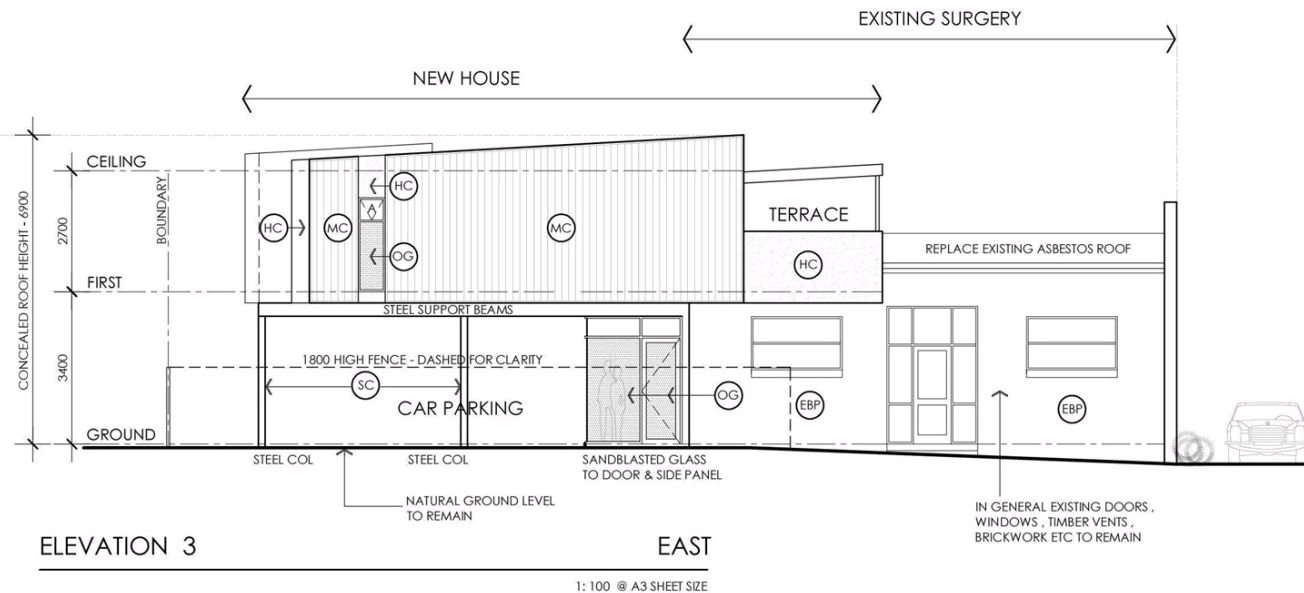
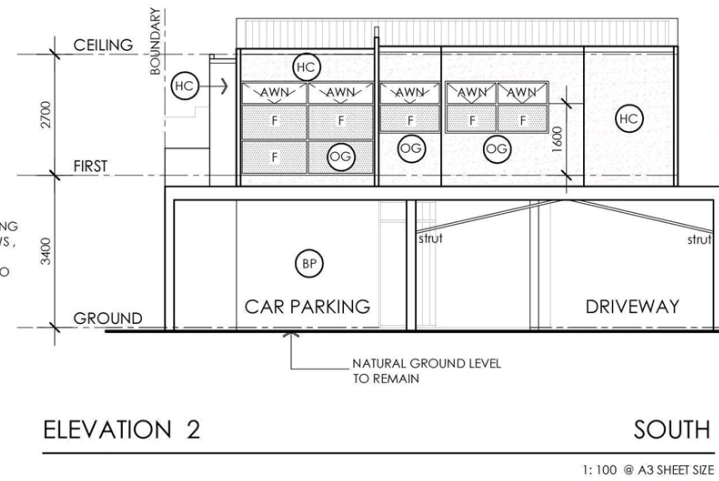
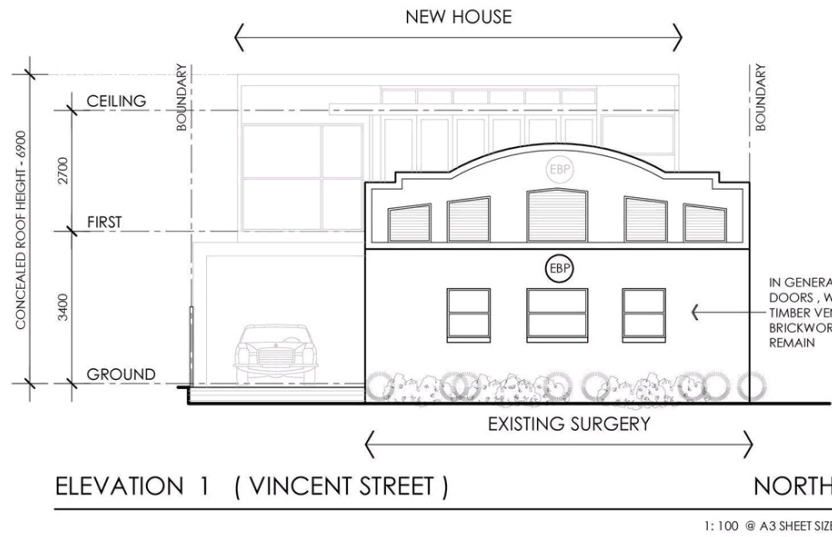
S I T E  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

D R A W I N G  
FIRST FLOOR  
PLAN

JOB NO 14.08	DRAWN RS
SCALE 1:100	DATE NOV '14
DWG NO SK3	SHEET D.A.

All dimensions are to be verified  
on site before commencement  
of work or shop drawings  
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### LEGEND

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CITY OF VINCENT  
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23 July 2018

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LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH W.A. 6004 TELEPHONE (08) 9225 7153

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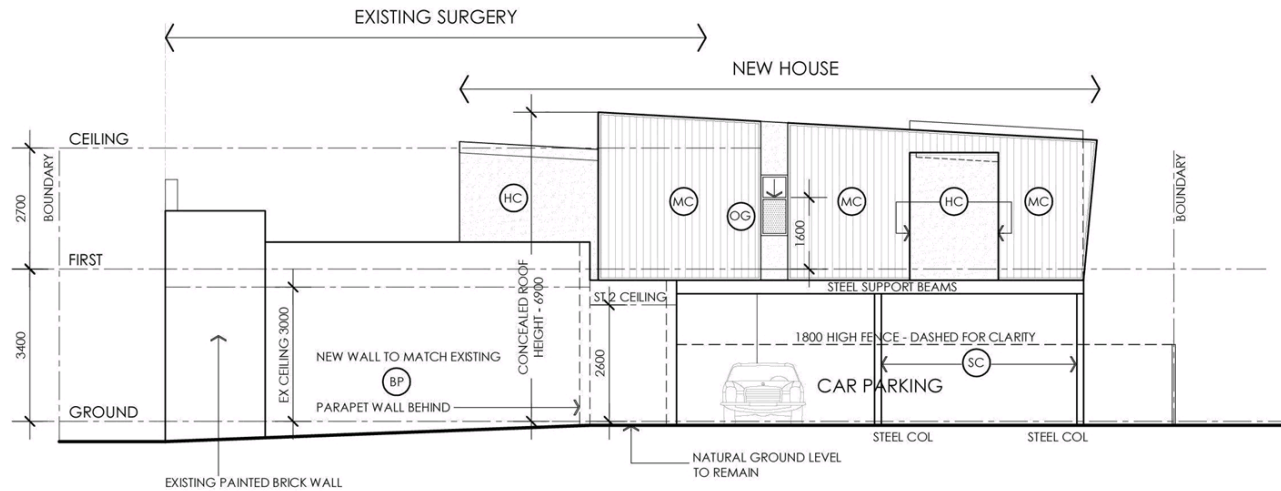
D R A W I N G  
ELEVATIONS

JOB NO 14.08	DRAWN RS
SCALE 1: 100	DATE NOV '14
DWG NO SK4	SHEET D.A

All dimensions are to be verified on site before commencement of work or shop drawings

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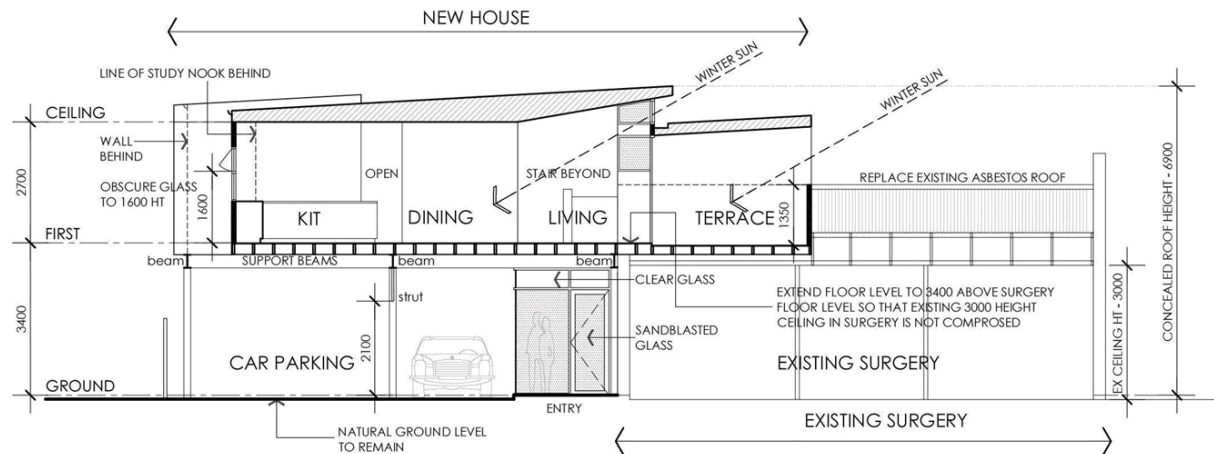




ELEVATION 4

WEST

1: 100 @ A3 SHEET SIZE



SECTION A-A

1: 100 @ A3 SHEET SIZE

## LEGEND

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CITY OF VINCENT  
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LEVEL 4, 181 ADELAIDE TERRACE, EAST PERTH WA 6004 TELEPHONE (08) 9225 7153

CLIENT  
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TO EX SURGERY

S I T E  
#21 (LOT 22)  
VINCENT STREET  
MT LAWLEY

D R A W I N G  
ELEVATION &  
SECTION

JOB NO 14.08	DRAWN RS
SCALE 1: 100	DATE NOV '14
DWG NO SK5	SHEET D.A

All dimensions are to be verified on site before commencement of work on shop drawings.  
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## SUN STUDY - FOR OVERSHADOWING

@ 12 noon  
June 21.

Lot 18 - site area - 330 m<sup>2</sup>  
 - max permissible - 165 m<sup>2</sup> (50%)  
 - actual - 96 m<sup>2</sup> (29%)

Lot 17 - site area - 360 m<sup>2</sup>  
 - max permissible - 180 m<sup>2</sup> (50%)  
 - actual - 36 m<sup>2</sup> (10%)



**APPLICATION FOR APPROVAL TO  
COMMENCE DEVELOPMENT**

18 JULY 2018

---

**NEW TWO STOREY GROUPED RESIDENCE AND MINOR WORK TO EXISTING  
DENTAL SURGERY**

Lot 22, # 21, Vincent Street, MT. LAWLEY

---

BRUCE ARNOLD ARCHITECT  
Level 4, 181 Adelaide terrace, East Perth

**CONTENTS**

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**1.0 INTRODUCTION****2.0 THE SITE****3.0 EXISTING SERVICES****4.0 PROPOSAL DESCRIPTION****4.1 Generally****4.2 Proposed Philosophy****5.0 OPERATION OF THE DENTAL PRACTICE****6.0 COMPLIANCE AND MANAGEMENT PLANNING ISSUES****6.1 R-Code Application****6.2 Car parking****7.0 SCHEDULE OF FINISHES****8.0 CONDITION 4.1 OF ORIGINAL APPROVAL.****9.0 CONCLUSION**

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## 1.0 INTRODUCTION

---

Bruce Arnold Architect act for Jeff Bennett on this matter and lodge this application on their behalf.

On the 23<sup>rd</sup> February 2015, we received an Approval to Commence Development (your ref 5.2014.656.1) on the above property for a new grouped dwelling at the rear of the lot and minor work to the existing Dental practice.

The ongoing Dental practice business was purchased by my client around late 2014 and was then leased to The Dental Corporation (DUPA). Unfortunately a condition of the lease meant that the approved works was not able to be executed which in turn resulted in the approval lapsing in February 2017.

In the recent months, the lessee has indicated that they no longer wish to peruse the lease and my client, Mr. Bennett, who is Dentist, will now look to take over the running the practice as a small local practice similar to the one he currently operates in Donnybrook. Due to this change in the leasing arrangement, my client would wishes to resubmit the documents which were originally approved which is to provide a small extension to the existing surgery and add a grouped dwelling at the rear of the existing building.

The proposed new dwelling, which is the major work associated with this proposal, will form a part of the package being offered to either the resident dentist or the hygienist employed in the surgery and may also be part of an interchange staff programme with the Donnybrook practice. On this basis there is no immediate necessity to strata title the dwelling but this may be done as a matter of procedure rather than necessity.

In essence this submission is identical to the original one with clarifications and minor modifications to this report. The drawings remain unchanged and retain the original submission date.

## 2.0 THE SITE

---

The subject land is situated in the Hyde Park Precinct and is coded residential R-80 commercial under the Town Planning Scheme 1.

The existing building is listed on the City's Municipal Heritage Inventory (MHI) as Management Category A – Conservation Essential. The building, a former sub-station has considerable historic value as part of a tram and trolley bus transportation system that operated in Perth from 1899 to 1969 and contributed significantly to the development of the suburbs within the Town of Vincent. The building has some aesthetic value as a good example of a municipal building constructed in the Inter-War Functionalist Style.



Over twenty four years ago on 24<sup>th</sup> April 1990, the City of Perth granted approval for the existing building to be used for a Dental Surgery and it does so today and will continue as previously mentioned.

The land rises from Vincent Street to the rear by approximately one meter and all three boundaries contain residential.

The improvements on the subject land is a former sub-station which was converted into the Dental Surgery in the late 90's is listed on the City's Municipal Heritage Inventory (MHI) as Management Category A – Conservation Essential.

The works proposed in the attached plans comprise:

- Construction of a two storey grouped dwelling at the rear of the existing building over the existing car parking bays.
- Construction of an outdoor terrace from the residence which will extend over the roof of the rear section of the existing building.
- Construction of a single storey addition to the existing building containing the surgery at the west of the existing building.
- Construction of a new car bay in front of the existing building.

In the original submission I had discussions with Hopping Au (Heritage Office); and Gillian Bellinger (Technical Services) regarding the property, and the planning officer who handled the application was Adam Dyson. For this application I have dealt with the duty planner via telephone as well as an over the counter discussion with Andrea Terni at the City's offices.

### **3.0 EXISTING SERVICES**

---

The site is sewered and has access to all services necessary for the proposed use.

### **4.0 PROPOSAL DESCRIPTION**

---

#### **4.1 Generally**

The proposal is to construct a very unique and innovative 2 storey grouped dwelling which can be offered to the resident local dentist one from the country, or the hygienist as part of their salary package. The dwelling is to be designed to look dissimilar to the original building so that the identity and individuality of the classified is not compromised.

The dwelling will incorporate a high level of finishes; the quality of fixtures and fittings will be a high level and the internal and external living areas will be larger than the standard 2 bedroom units currently on offer in the neighbourhood.

The proposal includes the removal of a large Cape Lilac tree situated at the front of the property. These trees are known pests in that they shed large amounts of berries making a massive mess on the grounds. Due to the tree's position, it causes immense problems to roof stormwater drainage.

A carbay will be located at the trees original position and the space will be re landscaped to become a far more manageable and attractive area.

The original submission was originally considered as acceptable by the then Heritage officer, Hoping Au.

#### **4.2 Proposed Philosophy**

The planning intent of the development is to –

- A. Make good where necessary and carry out necessary maintenance (eg removal of the asbestos roof and fencing) to the original building and ensure its presence on the street is both preserved and enhanced.
- B. Provide a high quality residence which will improve the properties business operation, whilst value adding to the lot.
- C. Provide a residence which can cater for the resident local dentist(s) or hygienist or the interchange of staff from my client's country practice. This is part of my client's philosophy of "localising" the surgery, and although early discussions with staff have stated a keenness to live there, this may not always be the case depending on lifestyle choices.
- D. Provide an overall development which can utilize the developing Mt. Lawley strip and all that it has to offer.
- D. Extend the original surgery and increase the available services to the locality.

#### **5.0 OPERATION OF DENTAL PRACTICE.**

---

The dental Practice currently operates as the "MT. Lawley Dental Clinic" a respected local business for over 24 years. In the April 1990 DA approval, one of the conditions was that

*"...there only be one dentist operating from the site at any one time and that no other medical practitioner, such as a dental therapist, is to operate on site".*

At present the surgery continues to operate with one dentist.

Mr Bennett, once again, seeks an approval to have a dental hygienist, operate out of the second existing surgery room. A hygienist is a an important aspect to all modern day surgery's offering regular professional cleaning and treatment to teeth and educating patients of all ages for proper cleaning techniques for the prevention of tooth decay. A hygienist would aid the practice dramatically by offering a higher and more comprehensive quality of service to patients.

## 6.0 COMPLIANCE AND MANAGEMENT ISSUES

### 6.1 R-Code Application

This application for the grouped dwelling is based on the following:

ELEMENTS IN CODES	COMMENTS
DENSITY AND PLOT RATIO	The site has been developed within the allowable provisions.
STREETSCAPE	The street presentation will be maintained and the existing dangerous and hazardous asbestos material contained within the property is to be replaced.
BOUNDARY SETBACK REQUIREMENTS	All setbacks to the boundaries conform to the Codes.
OPEN SPACE	The open space requirements are met.
OVERSHADOWING	The project conforms which the requirements of the R-Codes. Refer attached diagram.
ACCESS AND CAR PARKING	Refer 6.2 below
SITEWORKS	The work to this residence is being carried out within the existing parameters of the current cut and fills requirements. The siting of the addition follows the natural fall of the land..
BUILDING HEIGHT	The building conforms to the requirements of the R-Codes.
PRIVACY	The development conforms to the R-Code provisions concerning privacy to adjoining residences.
DESIGN FOR CLIMATE	A. This development conforms to the solar access provisions for adjoining sites as indicated on the drawing attached to this letter. B. All stormwater is to be retained on site.
INCIDENTAL DEVELOPMENT	External and essential fixtures are to conform to the codes.

### 6.2 Car parking

#### 6.2.1 PARKING REQUIREMENT

The assessment for parking is based on the following;

A.	Existing Consultancy Room	3.0 bays
B.	New Hygienist Room	3.0 bays
C.	Proposed Residence	1.0 bay
<b>Total Bays required</b>		<b>7.0 bays</b>

This application seeks a reduction in the number of parking bays and we further request that any shortfall be considered as a cash-in-lieu payment.

The location of the site and the design considerations, and surrounding infrastructure, adequately addresses patron access to the site. They are as follows;

#### 6.2.2 PUBLIC TRANSPORT

The two major arterial roads in close proximity to the site, Beaufort Street and William Street, are very well serviced by public transport.

- There is a bus stop on Beaufort Street which services a northern bound bus route which is 145m from the site.
- There is a bus stop on Beaufort Street which service a southern bound bus route which is 220m from the site.
- There is a bus stop on William Street which services a northern bound bus route which is 338m from the site.
- There is a bus stop on William Street which services a southern bound bus route which is 357m from the site.

#### 6.2.3 RESIDENTIAL BAY

As mentioned earlier in the report, the residence is to form part of a salary package for the dentist employed so the allocated residential bay will be occupied that person resulting in one less staff car bay being required.

#### 6.2.4 STREET PARKING

There is a total of 46 one hour street parking bays available, (8am to 5.30pm from Monday to Friday and 8am to 12 noon on Saturday) on both sides of the street from the Beaufort Street intersection to Harold Street intersection. This provides an excellent opportunity for patrons to access to site.

#### 6.2.5 END OF USE FACILITIES

The premises currently has room with shower facilities and 3 lockers, mounted off the floor, will be installed in this room. Bike racks are provided at the front of the development.

#### 6.2.6 PUBLIC PARKING

There are 54 paid public parking bays at the corner of Beaufort Street and Barlee Street which is 250m from the site.

#### 6.2.6 SUMMARY OF PARKING

As detailed above and on the COV Parking Management Plan Framework, the site will have a small shortfall, however the location of the practice adequately deals with any major concerns of a major shortfall as follows;

- There is alternative public and street car parking, bicycle parking and/or end of trip facilities available and accessible to staff of patrons to meet the demands of the development during the hours of operation, for the life of the development;
- The alternative transport modes are convenient and adequate enough to meet the demand of the development during the hours of operation;

I suggest that this resubmission be considered the same, or even less, of the original approval which had a 1.264 car parking bay shortfall.

#### 7. SCHEDULE OF FINISHES

---

Generally refer to the drawings but a summary is as follows;

Footings & slab-	Concrete
Walls-	UNIT Framed wall clad externally with sheet metal and internally with plasterboard.
	SURGERY Brickwork to match Existing
Roof-	Zincalume custom orb metal deck.
Ceilings-surgery.	Flush plasterboard to both the residence and the
Floors-	RESIDENCE Framed flooring with timber floor boards.
	SURGERY Concrete floor with vinyl.
Windows-	Natural Anodised aluminium to residence.



## 8. CONDITION 4.1 OF ORIGINAL APPROVAL.

---

Item 4.1 of the original approval stated

*The terrace roof shall have a minimum of two thirds of the proposed area without permanent roofing. (R-Code item C5.3.1 C3.1)*

The Design Principles of an outdoor living space as defined in the R-Codes is a space which is-

- capable of use in conjunction with a habitable room of the dwelling;
- open to winter sun and ventilation; and
- optimise use of the northern aspect of the site.

The codes further states that Balconies or equivalent outdoor living areas capable are to be used in conjunction with a habitable room of each dwelling, and if possible, open to winter sun.

On the attached drawing sheet no. 5, section AA, it shows the terrace roof sloping upward on the northern side in order to capture the winter sun. In addition, there is a north facing highlight window to the living room positioned to capture the sun. This arrangement permits sunlight into both areas.

The restricting of the terrace roof to 1/3 open is not practical in this instance. Apart from capturing winter sunlight, a covered terrace ensures protection from the summer sun; it protects furniture and equipment such as barbeques; it allows soft furnishings on outdoor settings to remain in place rather than being taken in at night and it generally provides a far more usable space than if it were covered by 1/3 of a roof.

I request a variation to the codes on this matter on the basis of the design principles being satisfied.

## 9. CONCLUSION

---

The current practice has been operating as the MT. Lawley dental Clinic since the late 1990's.

In this re-application, it is still my client's intention to upgrade the practice so that it can continue to operate as a service to the local area and to the surrounding suburbs. The request to include the services of a hygienist in conjunction with the dentist as well as extending the building to accommodate improved facilities will enhance the service available by the current practice.

The proposed residence is located well towards the rear and the design assures that the original remains a landmark benefit to the streetscape. The residence add

to the diversity of housing types and it offers excellent access to the activities in the heart of Mt. Lawley.

As with the original, this application seeks a reduction in the number of parking bays and we further request that the shortfall be considered as a cash-in-lieu payment as the location of the site and the design factors adequately addresses patron access to the site.

Additionally, considering the development was approved in February 2015 and there have been no significant changes to the zoning or to the local infrastructure re-approval seems appropriate in this instance.

Overall this proposed development is consistent with Council's objectives for the Hyde Park Precinct and proposed land use and the general development of the local area and accordingly I request that Council resolve to grant approval to this application.

## **A STUDY OF AVAILABLE PARKING BAYS**

In support of  
**AN APPLICATION FOR APPROVAL TO  
COMMENCE DEVELOPMENT**

2 OCTOBER 2018

---

### **NEW TWO STOREY GROUPED RESIDENCE AND MINOR WORK TO EXISTING DENTAL SURGERY**

Lot 22, # 21, Vincent Street, MT. LAWLEY

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BRUCE ARNOLD ARCHITECT  
Level 4, 181 Adelaide terrace, East Perth

## CONTENTS

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- 1.0 INTRODUCTION
  - 2.0 METHODOLOGY
  - 3.0 STAFF NUMBERS AND CONSULTING TIMES
  - 4.0 FINDINGS FROM SURVEY
  - 5.0 PARKING MANAGEMENT STRATEGY
  - 6.0 CONCLUSION
-

## 1.0 INTRODUCTION

---

Bruce Arnold Architect act for Jeff Bennett on this report and lodge this report as support for the current DA application being handled by Clair Morrison requesting an updated Parking Management Plan which to reflect-

1. Parking Survey:
  - a. A parking assessment which involves counting the number of car parking bays which are occupied (or available) at regular intervals during high demand periods over a period of time. The parking assessment will need to identify the car parking bays in questions and note the time and date of the parking survey. From there a conclusion can be reached which summarises the occupancy rate of the surrounding on street car parking bays. and
2. Written justification based on the result of the survey, and request (if desired), to waive the cash-in-lieu amount of \$27,000.00.

Item 1 and 2 above has been covered in this report. As previously mentioned via email, we will be seeking to waive the cash-in-lieu.

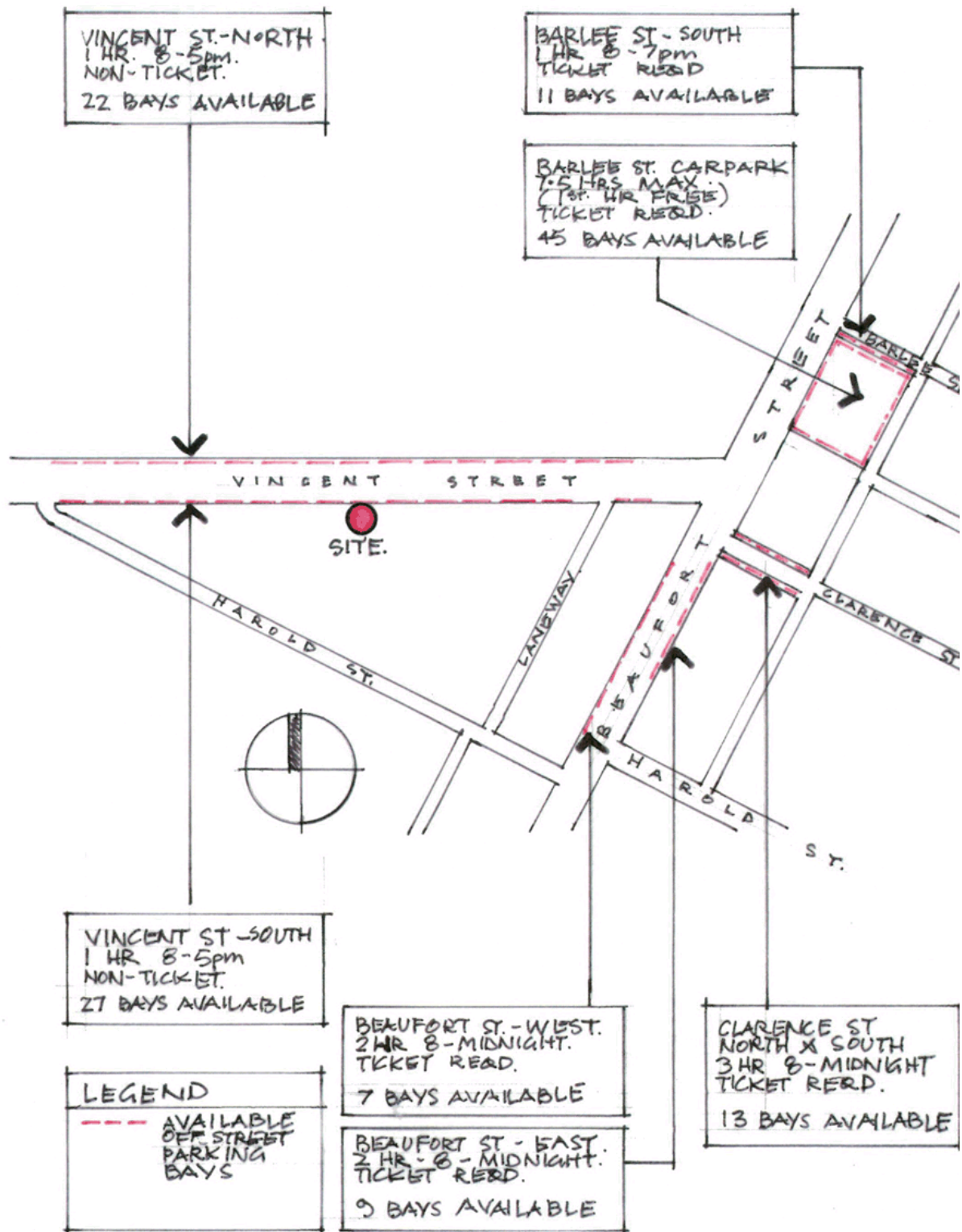
Based on the current Policy 7.7.1, the assessment of the current DA application carried out by the City was done under the - Non-Residential Development Parking Requirements. This policy indicates that a total of eight car parking bays is required- four for each consultant. Therefore, the shortfall indicated by the City proposed is five bays, with the relevant cash-in-lieu amount being \$27,000.

## 2.0 METHODOLOGY

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After discussions with Clair it was agreed to approach the study as follows-

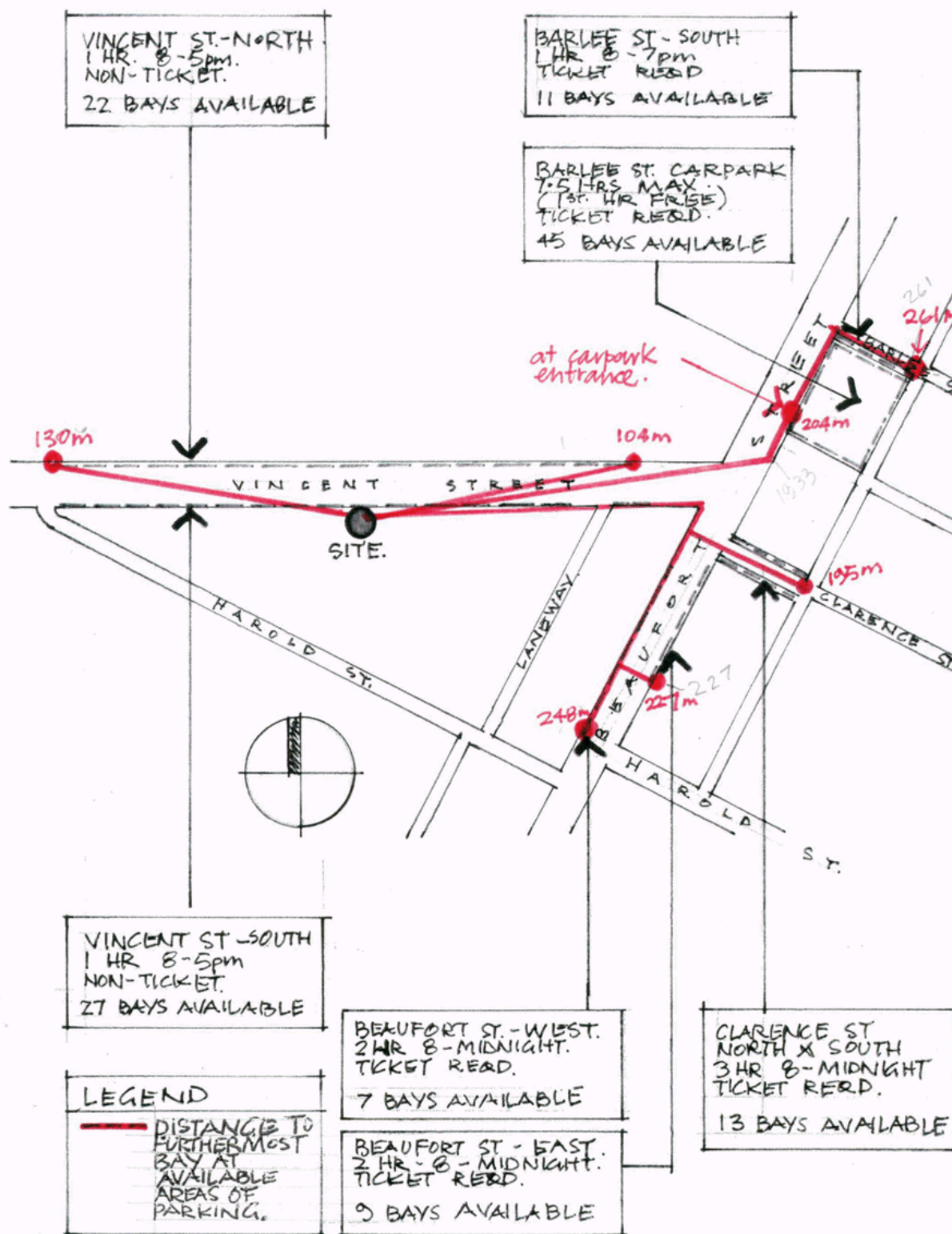
1. Count the available car bays within a reasonable proximately to the site. It was therefore based a walking distance of approximately 260m which is the furthest bay in the study area.  
NOTE -the average human walking speed on flat terrain is about 5.0 kilometres per hour (km/h), it would therefore take just over 3 minutes to walk 260m.
2. The study area adopted was along part of Vincent Street; along part of Beaufort Street; the Barlee Street carpark; off street parking at the intersection of Barlee Street and Beaufort and the off street parking at the intersection of Clarence Street and Beaufort Street as detailed on Figures 1 and 2.
3. The position of available bays; the number of available bays and the permitted maximum parking times are detailed on Figure 1.



COUNTING OF OFF STREET PARKING BAYS

LOCATION MAP OF STUDY AREA





DISTANCE TO FURTHERMOST BAY AT AVAILABLE AREAS OF IN THE STUDY AREA

## LOCATION MAP OF STUDY AREA

4. Counting times were to be done during standard business hours and it was agreed to be counted in 2 hour intervals commencing at 9am for one continuous week. In total there were 5 counts per day (9am, 11am, 1pm, 3pm and 5pm).
5. Only bays which allowed a maximum time for 1 hour or greater was counted.
6. Bays along Beaufort Street which were affected by the "Clearway" requirements at the stipulated time of the count were not included as vacant bays.
7. Table 1 indicates the number of parking bays counted and photographs were taken at each count time. All data and photographs were certified by a Justice of the Peace.

### **3.0 STAFF NUMBERS AND CONSULTATION TIMES**

---

A practice of this nature would have one Dentist; one Hygienist, one nurse for the Dentist and one receptionist- four in total, therefore allow for 4 cars maximum..

For the Hygienist, the time required for each patient consultation is one hour, which allows for 45 minutes in the chair, preparation and any time over run.

For the dentist, the patient consultation times range from 20 minutes up to a maximum of two hours. The longer time frames are far more infrequent, however on average, the time spent in the surgery is also one hour which is approximately 45 minutes in the chair, preparation and any time overrun as per the hygienist.

It is highly unlikely that there would ever be a continuously full schedule of booked patients between 9am and 5pm every day of the week. However for this exercise, if we consider it to be fully booked, it would equate to two patients per hour plus an allowance of two patients waiting, therefore four patients per hour, hence allow for 4 cars maximum.

### **4.0 FINDINGS FROM SURVEY**

---

There was an excessive amount of bays available each day during standard working hours within close proximity to the site within the study area. There is also a wide range of maximum parking times available which ranges from 1 hour along Vincent Street; 3 hours along Beaufort Street and up to 7.5hrs maximum in the Barlee Street carpark.

In the study area there is a total of 134 potential parking bays available.

Based on Table 1 the actual parking bays available to staff and patients of the surgery.at the count is as follows overleaf;

DAY	TIME	Car Bays Available in study area	Bay available at count in study area
Mon 17 Sept	9am	134 bays total available	105 (78%)
	11am		91 (68%)
	1pm		90 (67%)
	3pm		85 (63%)
	5pm		72 (54%)
Tue 18 Sept	9am		94 (70%)
	11am		87 (65%)
	1pm		79 (59%)
	3pm		90 (67%)
	5pm		75 (56%)
Wed 19 Sept	9am		97 (57%)
	11am		92 (68%)
	1pm		78 (58%)
	3pm		96 (71%)
	5pm		77 (57%)
Thur 20 Sept	9am		89 (66%)
	11am		95 (70%)
	1pm		71 (52%)
	3pm		76 (56%)
	5pm		59 (44%)
Fri 21 Sept	9am		88 (66%)
	11am		82 (61%)
	1pm		62 (46%)
	3pm		87 (64%)
	5pm		59 (44%)

- 4.1 On average, there were 82 bays (61%) of the total 134 bays available at each count time.
- 4.2 The highest number of bays available was 105 (78%), and the lowest was 59 bays (44%).
- 4.3 The northern and southern sides of Vincent Street had an average of 9 bays (18%) bays unoccupied of the total 49 bays available, at the count times during the day.
- 4.4 The eastern and western sides of Beaufort Street had an average of 7 (44%) bays unoccupied, of the total 16 bays available, at the count times during the day.
- 4.5 The parking area at the intersection of Clarence Street and Beaufort Street had an average of 7 bays (54%) of the total 11 bays unoccupied, at the count times during the day.



- 4.6 The parking area at the intersection of Barlee Street and Beaufort Street had an average of 8 bays (54%) unoccupied, of the 11 bays available, at the count times during the day.
- 4.7 The Barlee Street Carpark had an average of 34 bays (76%) of the total 45 bays unoccupied, at the count times during the day. This carpark is currently highly underutilised, and has been so since constructed. It can accommodate a parking period up to 7.5 hrs maximum.
- 4.8 Of the 25 counting times over the 5 day period, the available parking bays at a count times only dropped below 50%- 59 bays (of the total 134 available bays), on two occasions. This was 5pm Thursday 20<sup>th</sup> and 5pm on Friday 21<sup>st</sup> September.

#### **5.0 PARKING MANAGEMENT STRATEGY**

---

With the amount of parking offered and with the range of parking times available, the management of the practice will implement a parking strategy for both staff and patients. Discussions with the client, Mr. Bennett, indicated that the following strategies could easily be put in place to manage parking for the practice. This would also take into consideration the three on site bays.

- 5.1 One of the bays at the rear of the practice would be set aside for the residence.
- 5.2 The Dentist and hygienist and the remaining staff would park in the Barlee Street carpark.
- 5.3 The UAT bay at the rear is to be left free for people with disabilities.
- 5.4 The bay at the front is to be available for patients.
- 5.5 The remaining patients are able to park in the available off street bays located at a maximum of three minutes from the site with available parking times ranging from 1hr up to 7.5 hours.
- 5.6 The receptionist will be able to advise patients on where to park based on the scheduled dental work to be carried out when an appointment is being made.

#### **6.0 CONCLUSION**

---

The count and associated findings indicate unequivocally, that there is an abundance of parking available within three minutes maximum walking distance to the proposed practice. Points for conclusion are as follows;

- 6.1. The proposed development is situated in an area with a high abundance of parking nearby. Although the development is deemed to fall short of the current COV parking requirements by five bays, the area easily contains sufficient parking which also has flexible parking times.

6.2 On average, there were 82 bays (61%) of the total 134 bays available at count times. Only at two of the counting times did the study area contain unoccupied bays which fell below 50% of available bays. This still represents 59 bays still available.

6.3 Based on parking demand of the practice, all staff are able to park at Barlee Street carpark leaving a parking requirement of four bays for patients per hour. With one bay available on site the requirement would therefore be only three bays per hour on the average.

Based on this requirement, the averages stated in point 6.2 above, the area easily caters for the required 3 bays per hour.

6.4 The Barlee Street Parking Station is highly underutilised having an average of 34 bay available at count times, of the total 45 bays available.

On its own, this carpark is sufficient to cater for all the parking needs of the site and even then, the carpark would still not be used to its full capacity. At 204m to the entrance of the carpark, the walking distance for an average person to the site is 2.5 minutes.

6.5 The level of parking generated is considered to have no material impact on the surrounding neighbourhood.

6.6 Access to all available parking is off main arterial roads with easy access points.

6.7 Appropriate access to the on street parking is provided in accordance with AS2890.1.

6.8 All of the above does not even take into consideration that the site is also located close to Beaufort Street and therefore has extremely good access public transport travelling to and from the city for both Staff and patients. Provisions of bicycle and end-of-trip facilities have also been provided.

Without a shadow of a doubt, this site is extremely well serviced by off street parking.

---

End

PHOTOGRAPHS AT COUNT TIMES





I, Portia Heathcote, hereby certify that I was the person conducting the count and certify that the information provided is true and accurate.

Signature: 

Date: 20/9/18

Witness: 

**IAIN GEORGE MARTIN No. 29464**  
 JUSTICE OF THE PEACE  
 FOR WESTERN AUSTRALIA  
 301C WANNEROO RD BALCATTA  
 +61 0412 341 432

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY



I, Portia Heathcote, hereby certify that I was the person conducting the count and certify that the information provided is true and accurate.

Signature:

Date:

27/9/18

Witness:

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY

IAIN GEORGE MARTIN No. 29484  
JUSTICE OF THE PEACE  
FOR WESTERN AUSTRALIA  
301C WANNEROO RD BALCATTA  
+61 0412 341 432





I, Portia Heathcote, hereby certify that I was the person conducting the count and certify that the information provided is true and accurate.

Signature:

*[Handwritten Signature]*

Date:

*27/9/18*

Witness:

*[Handwritten Signature]*

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY

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Signature:

Date:

Witness:

Iain George Martin No. 29464  
 presented this document  
 JUSTICE OF THE PEACE  
 FOR WESTERN AUSTRALIA  
 301C WANNEROO RD BALCATTA  
 10 SEP 2018

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY

Iain George Martin Justice of the Peace No. 29464

Not proof read





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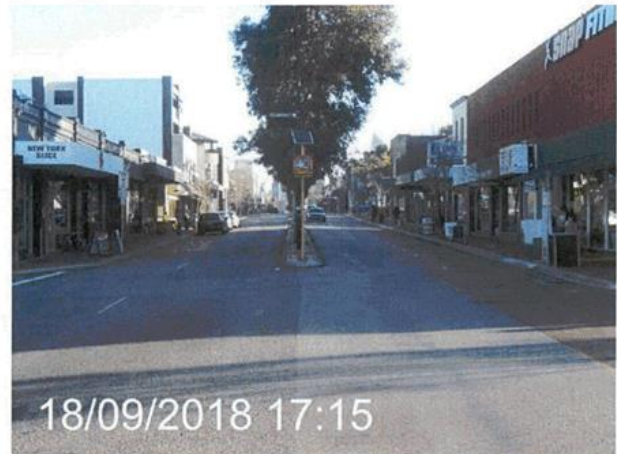
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Witness:

IAN GEORGE MARTIN No. 28484  
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Project: Dental Surgery, 21 Vincent Street, MT LAWLEY





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Signature:

Date:

27/8/18

Witness:

IAIN GEORGE MARTIN No. 28465  
JUSTICE OF THE PEACE  
FOR WESTERN AUSTRALIA  
301C WANNEROO RD BALCATTA  
+61 0812 341 432

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY





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Date:

*[Handwritten signature]*  
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Witness:

*[Handwritten signature]*

GEORGE MARTIN No. 29484  
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181 0412 341 432

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY



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*[Signature]*

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Witness:

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Project: Dental Surgery, 21 Vincent Street, MT LAWLEY



I, Portia Heathcote, hereby certify that I was the person conducting the count and certify that the information provided is true and accurate.

Signature:

Date:

Witness:

LEN GEORGE MARTIN No. 28403  
JUSTICE OF THE PEACE  
FOR WESTERN AUSTRALIA  
201C WANNEROO RD BALCATTA  
+61 0812 341 432

Project: Dental Surgery, 21 Vincent Street, MT LAWLEY



CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS



## APPENDIX 2 – PARKING MANAGEMENT PLAN FRAMEWORK

Owner/Applicant Details	
Name:	BRUCE ARNOLD
Address:	LEVEL 4 181 ADELAIDE TERRACE E. PERTH
Phone:	0411 88 99 35
Email:	bruce@archba.com
Applicant Signature:	

Property Details	
Lot Number:	lot 22
Address:	21 Vincent ST, Mt. Lawley

### Parking Allocation:

The following table should be prepared for inclusion in this Parking Management Plan to outline the parking available for the different users of this development application.

Parking Allocation	
Total Number Car Parking Spaces:	READ - 7
Total Number Short Term Bicycle Parking Spaces:	3 (Core Expo) 800L - Single sided
Total Number Long Term Bicycle Parking Spaces:	part of above
Total Number Other Bays:	



CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
E.g. Private Recreation Town Centre	Staff	Employee (> 3 hours)	2	1	-
	Customers	Visitor (< 3 hours)	7	2	-
	Other	Service (15 minute)	-	-	1
	Other	Disabled	-	-	1
	3 staff	> 3hrs	2	3	
	customers	< 1hr	—	part of above 3	—
	other	disabled	—	—	1

Note: In a mixed use development the parking allocation for residential and non-residential portions must be provided separately in the above table.

#### Alternative Transport:

The following table should be prepared for inclusion in this Parking Management Plan to outline the alternative transport options available to users of this development application.

Transport Option	Type & Level of Service
Public Transport	
Train	N/A
Bus	Refer Item 6 of reports

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

<b>Pedestrian</b>	
Paths	• Path on verge • Entry path on part of exist driveway
Facilities	—
<b>Cycling</b>	
Paths	• no designated cycle path on street
Facilities	• End of trip facility provided
Secure Bicycle Parking	• Yes at Front.
Lockers	• 3 to go in shower room
Showers/Change Room	• yes 1 of

**Public Parking:**

Identify the number of on street and off street public parking in the vicinity in the following table.

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	3	1 at front 2 at rear	as reqd.
Off Street Parking	46	Available on both sides of Vincent Street.	1 hr

**Parking Management Strategies**

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Parking management strategies providing implementation details must be provided to ensure that the 'Parking Allocation' is used as demonstrated in this Parking Management Plan.

The allocation of bays as specified in the Parking Management Plan shall be included in the development application and planning approval.

The following information shall be provided, where applicable, within the Parking Management Plan:

1. Details of who will be responsible for management, operation and maintenance of parking (inclusive of car stackers); - *The owner*
2. Management of allocation of parking bays as specified in this Parking Management Plan including signage and enforcement; - *The owner*
3. Management of Tandem Parking for staff/tenants; - *N/A*
4. Way finding measures to ensure efficient use of parking facilities; and *Advise client when booking is made*
5. Promotion of alternative transport modes such as the provision of well-maintained bicycle and end of trip facilities, use of active transport initiatives or public transport *as above* promotion.



CITY OF VINCENT

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HERITAGE IMPACT STATEMENT FOR  
NO. 21 VINCENT STREET, MOUNT LAWLEY



**Prepared by:**

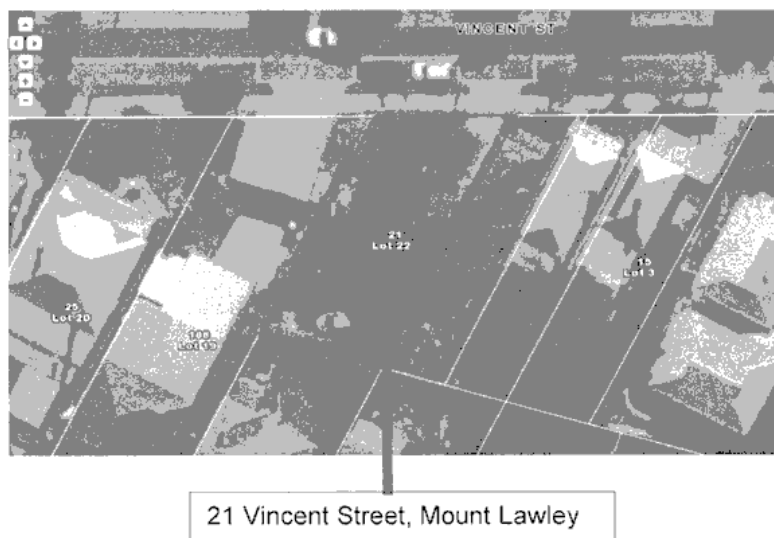
Hoping Au – Heritage Officer  
City of Vincent – 18 December 2014

**Owner:**

Applicant – Bruce Arnold Architects  
Owner – Jeffery W & Lynn H Bennett

## HERITAGE IMPACT STATEMENT

1. **Heritage Impact Statement for:** No. 21 Vincent Street, Mount Lawley.
2. **Proposal:**
  - Construction of a two storey residence and carport to the rear of the existing building; and
  - Construction of an addition on the ground floor to the west of the existing building.
3. **Site**



4. **Heritage Status**
  - 4.1 **Municipal Heritage Inventory**  
Management Category A - Conservation Essential
  - 4.2 **State Register of Heritage Places**  
No
5. **Statement of Significance**

The former substation has *considerable historic value* as a physical record of Perth's tram and trolley bus transportation system that operated in Perth from 1899 to 1969 and contributed significantly to the development of the suburbs within the City of Vincent. The former substation has *some aesthetic value* as a good example of a municipal building constructed in the Inter-War Functionalist style. The former substation has *considerable rarity value* as one of few remaining physical structures associated with the tram and trolley bus transportation system located within the City of Vincent.



## 6. Assessment of Heritage Impact

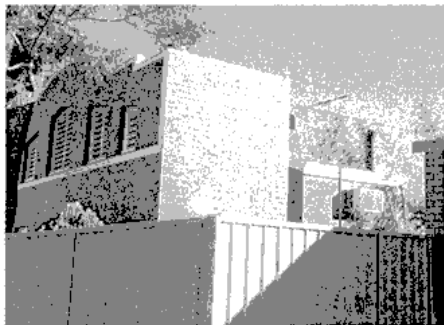
The City's Heritage Policy No. 7.6.1 Heritage Management – Development Guidelines P2 states *"Alterations and additions to places of heritage value should be respectful of and compatible with existing fabric and should not alter or obscure fabric that contributes to the significance of the place."*

- The new addition is contained to the rear of the site and setback approximately 15 metres from the street frontage behind the existing building. It is considered that the new addition will have no significant impact on the sightline of the existing building when viewing from Vincent Street.
- The proposed addition at the ground floor to the west of the existing building only involves minor alterations to the original fabric of the building. It is noted that the original western elevation will be retained and concealed behind a new wall.
- The materials and finishes of the new additions comprise colorbond metal deck cladding, steel columns and glass. The contemporary style of the additions is supported as the new materials and finishes are distinguishable from the old building and assists in the discernment of the evolution of the place.

## 7. Recommendations

Overall, it is considered that the proposal has no adverse impact on the cultural heritage significance of the subject place. In light of the above, the application is recommended for approval.

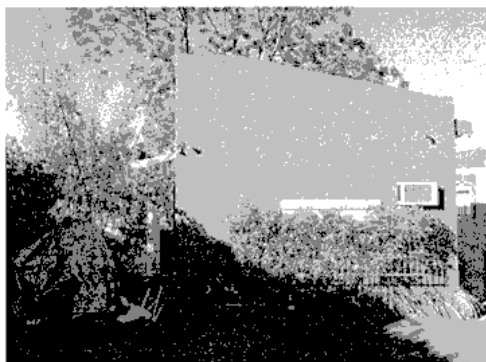
Photographs



West elevation



East elevation



South elevation

**Clair Morrison**

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**Sent:** Saturday, 13 October 2018 5:09 PM  
**To:** Clair Morrison  
**Subject:** RE: Development application for alterations and additions to consulting rooms at 21 Vincent Street, Mount Lawley

Hi Clair,

Thank you for your 9 October email and for the opportunity to provide comments on the development application for 21 Vincent Street, Mount Lawley.

I visited the site to view the property, from the street, in the context of the streetscape and I have also reviewed the following documents in order to provide my advice:

- City of Vincent Heritage Assessment for 21 Vincent Street, Mount Lawley
- 2014 Heritage Impact Statement, prepared by Hoping Au at the City of Vincent
- 21 Vincent Street D.A. drawings prepared by Bruce Arnold Architects including:
  - SK1 Existing Conditions Site Plan, scaled 1:100 at A3, dated November 2014
  - SK2 Ground Floor Plan, scaled 1:100 at A3, dated November 2014
  - SK3 First Floor Plan, scaled 1:100 at A3, dated November 2014
  - SK4 Elevations, scaled 1:100 at A3, dated November 2014
  - SK5 Sections, scaled 1:100 at A3, dated November 2014

I note the property is a Management Category A – Conservation Essential.

**Physical Description**

21 Vincent Street is located on the northern side of Vincent Street. The building is single storey with the street frontage on an angle due to the street alignment.

The front of the property is not fenced, has a small grassed area, low plantings adjacent to the building and a mature tree adjacent to the north-west boundary. The brick building is recorded as representative of the Inter-war Functionalist architectural style. It is a late example of the style as it was built in 1954.

The base of the building has been rendered up to 900mm (approximately). The brick has been painted red and the window trims rendered elements have been painted cream. The pitched roof to the building is concealed by a parapet to the north elevation. The parapet is symmetrical with a central curved coping that is stepped to the east and west elevations. To the upper section of the parapet are five (5No.) louvered vent windows that are equally proportioned along the façade. Three (3No.) horizontal proportioned windows are located to the north elevation.

The east elevation of the building has been painted and has a rendered base, similar to the north elevation. A double timber door with highlight glazing is centrally located with an awning roof above the doors. There are two (2No.) horizontal proportioned windows to either side of the entrance.

The south elevation of the building is not visible from the street. There are some view lines to the west elevation of the building.

A concrete driveway is located on the eastern side of the property. The boundary wall of 19 Vincent Street has a rendered wall that has been painted with a mural that faces the driveway.

#### **Significance**

The former substation has considerable historic value as a physical record of Perth's tram and trolley bus transportation system that operated in Perth from 1899 to 1969 and contributed significantly to the development of the suburbs within the City of Vincent.

The former substation has some aesthetic value as a good example of a municipal building constructed in the Inter-War Functionalist architectural style. The former substation has considerable rarity value as one of few remaining physical structures associated with the tram and trolley bus transportation system located within the City of Vincent.

21 Vincent Street, Mount Lawley has been allocated a management category A which means that conservation is essential.

#### **Proposal**

The Development Application is for alterations and additions to the existing building and a contemporary styled addition, including a first floor addition.

The drawings state that in general existing doors, windows, timber vents, brickwork etc, to remain.

The bulk of the addition will be set back from the Vincent Street elevation. It will include a carport area located to the southern boundary. This carport has steel columns and steel beams that will support the first floor addition.

The first floor addition is a two bedroom residence. The residence will be accessed by a new separate entrance to the south of the existing building and adjacent to the proposed carport area.

The proposal also includes an addition to the ground floor to the west of the existing building that is accessed by the dental surgery. The addition to the ground floor surgery space will be constructed with brickwork.

The first floor addition will have a skillion roof form and will have a metal and fibre cement cladding.

#### **Heritage Impact Statement (2014)**

The 2014 Heritage Impact Statement does not reference drawings or documentation for the proposal. For this heritage advice it is assumed that the previous proposal was similar to the current proposal. The document records the following comments:

The City's Heritage Policy No. 7.6.1 Heritage Management – Development Guidelines P2 states "Alterations and additions to places of heritage value should be respectful of and compatible with existing fabric and should not alter or obscure fabric that contributes to the significance of the place."

The new addition is contained to the rear of the site and setback approximately 15 metres from the street frontage behind the existing building. It is considered that the new addition will have no significant impact on the sightline of the existing building when viewing from Vincent Street.

The proposed addition at the ground floor to the west of the existing building only involves minor alterations to the original fabric of the building. It is noted that the original western elevation will be retained and concealed behind a new wall.

The materials and finishes of the new additions comprise colorbond metal deck cladding, steel columns and glass. The contemporary style of the additions is supported as the new materials and finishes are distinguishable from the old building and assists in the discernment of the evolution of the place.

**Advice**

Following consideration of all the available documentation and an inspection from the street I advise:

1. No demolition plan has been submitted. The drawings provide a general note on retention; however, specific details on elements to be demolished should be provided for assessment. This is especially relevant for the north and east elevations.
2. The mature tree is to be removed. This is outside my specific area of expertise; however, it is noted in the heritage assessment as part of the streetscape.
3. The bulk, setback and contemporary architectural style of the addition is considered appropriate. The existing building is a strong and functional architectural statement and the proposal responds to the existing through a distinctive form and contemporary material selection.
4. The view lines of the existing building from Vincent Street will not be compromised by the addition.
5. Noting my comments that a demolition plan should be submitted prior to final consideration I am of the view that the proposed alterations and additions to 21 Vincent Street will not adversely impact on the cultural heritage values of the existing building.

Please do not hesitate to contact me if you require any further information or clarification of my advice.



**Summary of Submissions:**

The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Objection:	Officer Technical Comment:
<u>Overshadowing</u>  Concern overshadowing will impact the use and amenity of adjoining outdoor living areas.	The overshadowing occurring at midday on 21 June of each year will result in some overshadowing onto the back yard of the two southern lots. The proposed multiple dwelling results in 29 percent and 10 percent overshadowing on the two southern adjoining lots, which satisfies the deemed-to-comply maximum 50 percent overshadowing. As such, the overshadowing of the proposed development is not subject to the discretion of Council.
<u>Damage to adjacent lots</u>  Concern over potential damage to dividing fences given the setbacks are extremely close to the lot boundaries.	The applicant has indicated that the three dividing fences contain asbestos. As a result, they are nominated to be replaced on the submitted development plans.
<u>Dividing fences</u>  Concern over the loss of privacy should the dividing fences be removed.	Dividing fences, and the removal and/or replacement of dividing fences, are subject to the provisions of the <i>Dividing Fences Act 1961</i> and are a civil matter, to which the City has no authority. The Building Commission are the responsible authority that administers the <i>Dividing Fences Act 1961</i> . If there are any concern with the dividing fences, it is recommended that the landowner contact the Building Commission for advice.

Note: Submissions are considered and assessed by issue rather than by individual submitter.

**Sent:** Monday, 22 October 2018 11:44 AM  
**To:** Clair Morrison  
**Subject:** 21 Vincent st, MT Lawley-response to advertising comments

Hi Clair,

A. I respond to the summary of submissions received as a result of the advertising.

Issue: Overshadowing 1. Concern overshadowing will impact the use and amenity of adjoining outdoor living areas
Issue: Damage to adjacent lots 2. Concern over potential damage to dividing fences given the setbacks are extremely close to the lot boundaries
Issue: Dividing fences 3. Concern over the loss of privacy should the dividing fences be removed

**With regards to item 1 above,** please find attached a diagram of an overshadowing study (PDF 1) based on 21<sup>st</sup> June. Both 2 properties on the southern side of our property are NOT at all affected by the overshadowing requirements as detailed in the R-Codes and as indicated on the attached drawing.

**With regards to Item 2 above.** Dividing fences close to buildings and the like is typical of “near city” buildings and builders are aware of how to deal with such matters during the building process. If there were to be damage to fences on the lot boundaries during construction, they will be made good by the builder engaged.

**With regards to item 3 above.** The existing fences on all 3 boundaries are asbestos and for health reasons they are all nominated on the drawings to be replaced. The replacement would be coordinated between the builder and the land owner to minimise any privacy matters.

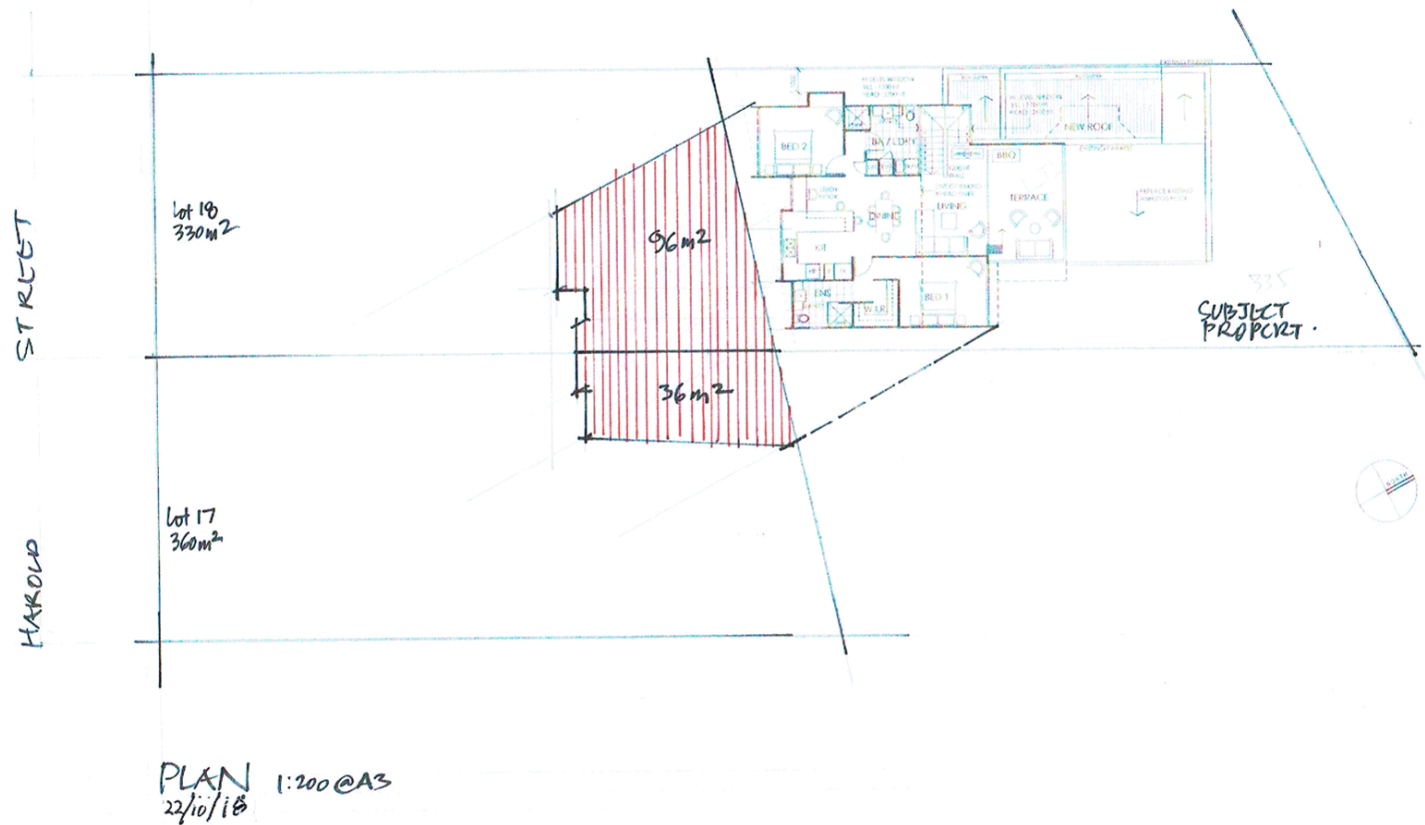
BA

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BRUCE ARNOLD ARCHITECTS

SUN STUDY - FOR OVERSHADOWING  
@ 12 noon  
June 21.

Lot 18	- Site Area -	330m <sup>2</sup>	
	- max permissible -	165m <sup>2</sup> (50%)	
	- Actual	96m <sup>2</sup> (29%)	
Lot 17	- Site Area -	360m <sup>2</sup>	
	- max permissible -	180m <sup>2</sup> (50%)	
	- Actual	36m <sup>2</sup> (10%)	



**Determination Advice Notes:**

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. With reference to stormwater and drainage runoff, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
3. With reference to landscaping, the City encourages landscaping methods and species selection which do not rely on reticulation;
4. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate;
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

## 10 ENGINEERING

### 10.1 MINOR PARKING RESTRICTION IMPROVEMENTS/AMENDMENTS

**TRIM Ref:** D18/181202

**Author:** Craig Wilson, Manager Asset & Engineering

**Authoriser:** Andrew Murphy, Director Engineering

**Attachments:**

1. Plan No. 3495-PP-01  
2. Plan No. 3496-PP-01  

#### RECOMMENDATION:

**That Council:**

1. **APPROVES** the following minor parking restriction improvements and amendments:
  - 1.1 the introduction of a 3P 8.00am to 6.00pm Monday to Friday parking restriction on Wavertree Place, and on Britannia Road, Leederville between Oxford Street and Seabrook Street as shown on Plan No. 3495-PP-01 (Attachment 1); and
  - 1.2 an on-road Loading Zone adjacent to 'Beaufort Central' at 250 Beaufort Street, Perth, as shown on Plan No. 3496-PP-01 (Attachment 2); and
2. **NOTES** that Administration will advise residents and businesses directly impacted by these minor parking restriction improvements and amendments.

#### PURPOSE OF REPORT:

To consider improvements/amendments to parking arrangements at various locations throughout the City of Vincent as detailed in the report.

#### BACKGROUND:

The City regularly receives requests for the introduction of, or changes to, parking restrictions in both residential and commercial areas. Administration generally undertakes a range of investigations including parking demand and traffic volume surveys to assess traffic and on-street parking conditions. The data is then used to determine whether new or amended restrictions are warranted to improve parking availability and amenity. Where changes are considered justifiable a report is then presented to Council for consideration as Administration does not have delegated authority to make such changes.

#### DETAILS:

A number of parking issues have recently been identified and investigated with details provided below.

##### **Britannia Road, Leederville/Mt Hawthorn**

Britannia Road, Leederville/Mt Hawthorn is classified as an Access Road under the Metropolitan Functional Road Hierarchy and is in the care and control of the City.

Temporary parking restrictions were implemented on Britannia Road, between Oxford Street and Seabrook Street, during construction of the Rosewood Aged Care facility at No. 5 – 9 Britannia Road given the negative impact that contractor vehicles were having on local resident amenity and on-street parking availability.

Rosewood Aged Care opened at Britannia Road in August 2017 and accommodates approximately 120 residents. Development approval conditions included a restriction on visiting hours to between 8am and 8pm daily, and a restriction on delivery times to between 7am and 7pm daily (with no deliveries between 8.00am



and 9.00am and 2.30pm and 3.30pm on school days). There is no restriction regarding staff working times or shift changes.

The number of staff and extent of visitors associated with the aged care facility has led to increased usage of on-street parking on Britannia Road particularly between Wavertree Place and Brentham Street. Based upon complaints from local residents the City's Rangers conducted a parking occupancy survey on Britannia Road between Oxford Street and Seabrook Street as well as Wavertree Place over a two week period. The survey was undertaken at 8.00am, 2.00pm and 6.00pm on designated days across that period. The survey identified that the Britannia Road on-street bays were at 42% average occupancy and the Wavertree Place on-street bays were at 60% average occupancy.

On some occasions Wavertree Place peaked at an occupancy rate of 100% (probably due to the proximity of an aged care facility and a primary school) which indicates that restrictions could be considered at Wavertree Place. Installing restrictions in Wavertree Place would almost certainly displace parked vehicles onto the nearby section of Britannia Road.

In order to improve the amenity for residents, while maintaining some parking for the public, including for resident visitors and Rosewood Aged Care visitors, it is proposed to implement 3P 8.00am to 6.00pm Monday to Friday restriction on Wavertree Place. In addition, it is proposed to implement the same restriction on Britannia Road, between Oxford Street and Seabrook Street given its close proximity to Wavertree Place and Rosewood Aged Care. These proposed restrictions are shown on Plan No. 3495-PP-01 (**Attachment 1**).

These restrictions would likely impact Rosewood staff who are currently utilising on-street parking on Britannia Road. The aged care facility does include an underground car park with capacity for some staff and the Britannia Reserve car park located less than 500 metres away provides an opportunity for extended parking Monday to Friday. Short-term visitors to the aged care facility would be able to utilise the proposed 3P on-street bays.

#### **Request for a Loading Zone, Beaufort Street, Perth**

'Beaufort Central' located at 250 Beaufort Street, Perth, is a relatively new four storey mixed use development comprising 148 commercial and residential units, located between Brisbane and Parry Streets, and extending through to Stirling Street. The Beaufort Street ground floor includes a food premises with other commercial and retail tenancies.

The City has received a number of requests for a loading zone to service, 250 Beaufort Street and the surrounding businesses. Installing a loading zone at this location will result in the loss of two paid (ticket) parking bays and is subject to an AM bus lane clearway restriction.

It is recommended that a loading zone with operational times 9.00am to 5.30pm Monday to Friday and 8.00am to 12noon Saturdays be approved as shown on Plan No. 3496-PP-01 (**Attachment 2**).

#### **CONSULTATION/ADVERTISING:**

All affected property owners and occupiers would be notified of the parking restriction changes. There would be minimal impact upon the wider community.

#### **LEGAL/POLICY:**

The *City of Vincent Parking and Parking Facilities Local Law 2007* regulates the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the City and provides for the management and operation of parking facilities.

#### **RISK MANAGEMENT IMPLICATIONS:**

**Low:** These proposed parking restriction changes would deliver amenity and safety improvements for residents, businesses and visitors.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

"Accessible City"

- *We have better integrated all modes of transport and increased services throughout the City."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.


**FINANCIAL/BUDGET IMPLICATIONS:**

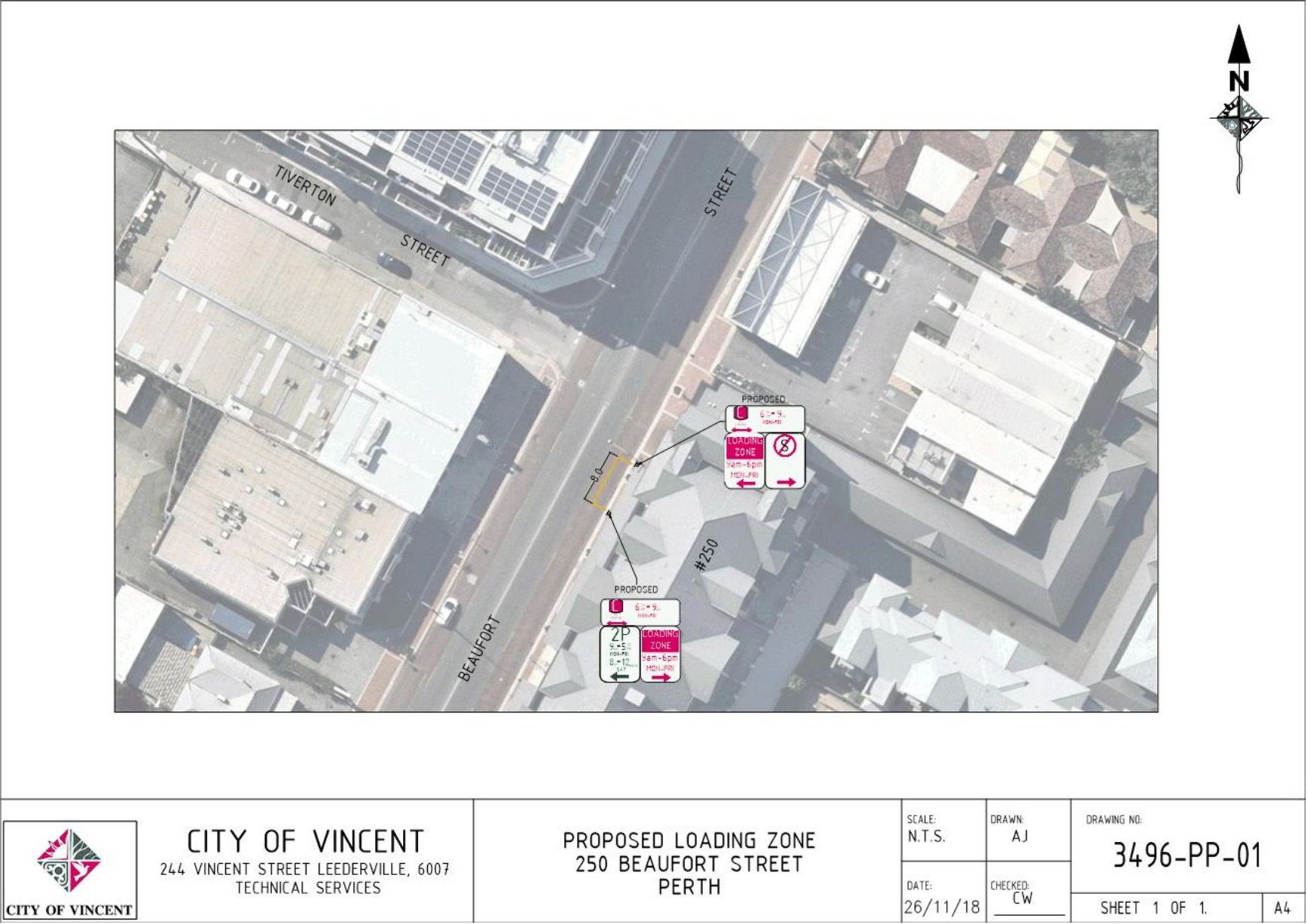
Costs associated with these parking restriction changes would utilise existing funds within the 2018/19 'Parking and Street Name Signs' and the 'Roads Line Marking' operating budgets.

**COMMENTS:**

These minor improvements and amendments should improve amenity and on-street parking availability. More significant changes to parking arrangements in the City should await completion of the Integrated Transport Strategy.



	<b>CITY OF VINCENT</b> 244 VINCENT STREET LEEDERVILLE, 6007 TECHNICAL SERVICES	<b>PROPOSED PARKING RESTRICTIONS</b> <b>BRITANNIA ROAD</b> <b>BETWEEN OXFORD AND SEABROOK STREETS</b>	SCALE: N.T.S.	DRAWN: AJ	DRAWING NO:  <b>3495-PP-01</b>
			DATE: 23 / 11 / 18	CHECKED: CW	



<b>10.2</b>	<b>TENDER NO. 561/18 - NORTH PERTH COMMON CONSTRUCTION – APPOINTMENT OF A SUCCESSFUL TENDERER</b>
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**TRIM Ref:** D18/159245

**Author:** Tahnee Bunting, Place Manager

**Authoriser:** Andrew Murphy, Director Engineering

**Attachments:** 1. Tender Evaluation and Pricing Schedule – Confidential

**RECOMMENDATION:**

**That Council ACCEPTS the tender submitted by BOS Civil for Tender No. 561/18 for the North Perth Common Construction.**

**PURPOSE OF REPORT:**

To consider the awarding of Tender No. 561/18 – Appointment of a Contractor for the Construction of North Perth Common Shared Space.

**BACKGROUND:**

The delivery of a new public shared space for North Perth in the current financial year has been identified in several of the City's strategic documents, including the City's Corporate Business Plan 2018/19- 2021/22 (Item 4.8) and the North Perth Place Plan (Item 1.1).

The project is moving into the construction phase and the City requires a suitably qualified construction team to undertake the next stage of works.

**DETAILS:**

As the contract value exceeds \$250,000, *Policy No. 1.2.3 – Purchasing* requires an open public tender process.

Under CEO Delegation 1.19 of the Delegated Authority Register, the Director Engineering approved the Procurement Plan, which included the following Evaluation Criteria:

Qualitative Criteria	Weighting
<b>A. Relevant Experience</b> Tenderers must address the following information in an attachment and label it “ <b>Relevant Experience</b> ”: <ol style="list-style-type: none"> <li>a) Provide details of similar projects undertaken including scope of the Tenderer's involvement and confirming successful completion of the project.</li> </ol>	30%
<b>B. Key Personnel Skills and Experience</b> Tenderers must address the following information in an attachment and label it “ <b>Key Personnel Skills and Experience</b> ”: Tenderers to provide as a minimum information on the proposed personnel to be allocated to this project such as: <ul style="list-style-type: none"> <li>▪ Their role in the performance of the Contract;</li> <li>▪ Qualifications, with particular emphasis on experience of personnel in projects of a similar size and scope;</li> </ul>	20%
<b>C. Tenderer's Resources</b> As a minimum, Tenderers should provide a current plant/equipment schedule in an attachment and label it “ <b>Tenderer's Resources</b> ”. Tenderers should indicate which pieces of plant/equipment will be allocated to this project, confirm if the item is owned/leased or intended to be hired and indicate any contingency measures for breakdowns or emergencies that result in plant/equipment not being available.	10%



<b>D. Demonstrated Understanding of the project</b> Tenderers must provide the following information in an attachment and label it “ <b>Demonstrated Understanding</b> ”: <ol style="list-style-type: none"> <li>A project delivery plan including key stages and timelines.</li> <li>General site operation procedures/plans.</li> <li>Site safety procedures including measures to ensure public safety</li> <li>Traffic management procedures/plans.</li> </ol>	<b>30%</b>
<b>E. Environmental Responsibility</b> <ul style="list-style-type: none"> <li>Provide details of your organisation’s environmental policy and/or practices which manage or reduce the impact on the environment;</li> <li>Offer details of any initiatives for this project that would support the sustainability objectives of the Principal and assist them to achieve environmental targets (e.g. use of recycled construction products, recovery/recycling of site waste etc).</li> </ul>	<b>10%</b>

The Request for Tender 561/18 was publicly advertised from 6 October 2018 and invited submissions until 30 October 2018.

At the close of the advertising period, four responses were received from the following companies:

- BOS Civil
- Environmental Industries
- Phase 3 Landscaping
- West Coast Profilers

#### Tender Assessment

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above Evaluation Criteria, with a scoring system being used as part of the assessment process.

<b>Title</b>	<b>Role</b>
Director Engineering	Voting
Manager Engineering	Voting
Place Manager	Voting
Procurement and Contracts Officer	Voting
Emerge Associates Director, Principal Landscape Architect	Technical Advice (non-voting)

#### Evaluation

A summary of each compliant Tenderer is provided below. A full outline of the Qualitative Evaluation Criteria for each tenderer is contained within **Confidential Attachment 1**.

<b>Company</b>	<b>Qualitative Score / 100</b>	<b>Ranking</b>
BOS Civil	77	1
Environmental Industries	69.5	2
Phase 3 Landscaping	69	3
WCP	56	4

Once the tenders were ranked on the Qualitative Evaluation Criteria, the evaluation panel made a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine which Tender presented the best value for money.

The price summary for the Tender is included as **Confidential Attachment 1**. This also lists prices for the additional extras, such as three phase power and bollards.

**CONSULTATION/ADVERTISING:**

The Request for Tender No. 561/18 was advertised in the West Australian on 6 October 2018 and on the City's website and Tenderlink portal between 6 October and 30 October 2018.

**LEGAL/POLICY:**

- Section 3.57 of the *Local Government Act 1995*;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Policy No. 1.2.3 – Purchasing.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** It is low risk for Council to appoint a construction company to undertake these works.

**STRATEGIC IMPLICATIONS:**

North Perth Common will contribute to three of the six community priorities identified in the City's Strategic Community Plan and the City's Corporate Business Plan; namely – "Enhanced Environment", "Accessible City" and "Thriving Places".

North Perth Common has also been identified as a key priority project within the North Perth Town Centre Place Plan. The delivery of this project was initially identified in the North Perth Master Plan to provide the area with a centrally located public meeting space.

**SUSTAINABILITY IMPLICATIONS:**

North Perth Common will contribute to the greening of Vincent by providing additional town centre green space and canopy cover.

**FINANCIAL/BUDGET IMPLICATIONS:**

The project was allocated a total budget of \$741,000, made up as follows:

- \$71,620 – Design Documentation and Project Management.
- \$669,380 – Construction, inclusive of materials and labour.

These funds have been spread over the 2017/2018 and 2018/2019 financial years.

**COMMENTS:**

North Perth Common will be a prominent and highly visible public space within the town centre. The site context has complexities that need to be addressed to achieve a high quality outcome. It was essential that tenderers demonstrated how they had considered the site context, such as the location near Fitzgerald Street, the adjoining and surrounding businesses and large number of people regularly frequenting the area.

The submission for BOS Civil complies with all the tender requirements, including demonstrated understanding of the project, relevant experience, expertise, project team and capacity to deliver the works outlined in the specification.

The BOS Civil submission was superior in the responses, particularly in relation to relevant experience and demonstrated understanding. The submission demonstrated an appropriate allowance of time in delivering the project in both the methodology and similar examples which reinforced the panel's confidence in the ability of BOS Civil to deliver the project efficiently and to a high quality.

Reference checks were conducted for BOS Civil on 23 November 2018.

The Evaluation Panel recommends that Council accept the Tender submitted by **BOS Civil** for Tender No. 561/18 as the best overall value for money to the City.

ATTACHMENT CONFIDENTIAL

ATTACHMENT CONFIDENTIAL


ATTACHMENT CONFIDENTIAL



ATTACHMENT CONFIDENTIAL

ATTACHMENT CONFIDENTIAL

**10.3 FURTHER REPORT IN RESPONSE TO PETITION - ALMA ROAD AND CLAVERTON STREETS, NORTH PERTH TRAFFIC CALMING**

**TRIM Ref:** D18/180120  
**Author:** Craig Wilson, Manager Asset & Engineering  
**Authoriser:** Andrew Murphy, Director Engineering  
**Attachments:** 1. Plan No. 3484-CP-01 [↓](#) 

**RECOMMENDATION:****That Council:**

1. **NOTES** the discussion of the Urban Mobility Advisory Group (UMAG) and the comments of the residents received as an outcome of the Public Forum held at the North Perth Town Hall on 12 November 2018;
2. **APPROVES** mid-block single lane slow points in Alma Road, between Camelia and Persimmon Streets and in Alfonso Street, between Claverton and Vincent Streets, as shown on Plan No. 3484-CP-01 (Attachment 1);
3. **AUTHORISES** the Director Engineering to:
  - 3.1 **determine** the precise location and extent of the works described in recommendation 2 above, in consultation with affected adjacent landowners; and
  - 3.2 **consider** the other matters raised as part of the further consultation, assess the impact of the mid-block single lane slow points once constructed and uses the data in liaison with the UMAG, to review the effectiveness of the slow points; and
4. **Inform**s the petitioners of the Council's decision.

**PURPOSE OF REPORT:**

To advise Council of the outcome of the public consultation and the Urban Mobility Advisory Group's discussion in respect of the approved and possible additional traffic calming measures to be introduced in the area bounded by Leake, Vincent, Charles and View Streets, North Perth as requested by Council at its Ordinary Meeting held on 18 September 2018.

**BACKGROUND:**

At its Ordinary Meeting of Council held on 1 May 2018 a 42 signature petition was tabled outlining residents' concerns about the speed, volume, composition and origins of traffic using the local road network bounded by Leake, Vincent, Charles and View Streets.

A report was presented to the Ordinary Meeting of Council held on 18 September 2018 recommending a number of actions including installing 'a single lane slow point' in Claverton Street and realigning a portion of the on-road parking in Leake Street to deter speeding.

Prior to the Council considering the report a number of residents requested additional traffic calming, over and above what was being recommended, as well as raising concerns about a number of issues such as the adequacy of the street lighting and damaged footpaths.

Having considered both the report and the residents comments, the Council decided in part to:

“2. NOTES:

- 2.3 *that there are three locations (Alma Road, Camelia and Alfonso Streets) where recorded speeds are close to the intervention level;*

3. APPROVES:

- 3.1 *a mid-block single lane slow in Claverton Street, between Camelia and Alfonso Streets; and*

- 3.2 *a mid-block single lane slow in Leake Street, between Grosvenor and Chelmsford Roads;*

4. AUTHORIZES the Director Engineering to:

- 4.1 *determine the precise location and extent of the proposed works described in 3.1 and 3.2 above; and*

- 4.2 *engage with the residents within the streets as nominated in the petition and the Urban Mobility Advisory Group on additional traffic calming, safety and amenity measures in the streets nominated in the Petition including locations identified in item 2.3;”.*

**DETAILS:**

**Urban Mobility Advisory Group (UMAG)**

The residents' concerns expressed in the petition were discussed at length by the UMAG at its meeting of 8 October 2018.

The current urban speed limit is 50kph with 85% speed of 50kph as a measure of a safe road environment.

Some UMAG members suggested the City should be trying to achieve an 85% speed in the order of 35 to 40kph. The Group also discussed the appropriate number of traffic calming devices that should be considered for the respective streets in order to achieve the desired road environment. Instead of installing the two already approved slow points it was proposed to incorporate 'entry statements' as means of changing the driver's perception of the road environment for the area.

The group also discussed the approved locations (in Claverton and Leake Streets) being installed as a trial and adding additional 'trial' locations in Alma Road, Alfonso and possibly Camelia Streets and testing the outcomes. The group suggested that Council consider deferring any works so that the entire 'cell' could be considered and implemented as a single project.

The Chair advised that the Council had already approved the Claverton and Leake Streets locations, to be funded from the 2018/19 Miscellaneous Traffic Management budget, and the existing (Miscellaneous Traffic Management) budget was not sufficient to construct the six suggested slow points and associated entry statements.

**Public Forum North Perth Town Hall Monday 12 November 2018**

On 2 November 2018 the City letters delivered to 156 properties within the study area (bounded by Leake, Vincent, Charles and View Streets) inviting them to meet with Elected Members, Engineering and Community Engagement staff and representative of the WA Police, at a Public Forum at the North Perth Town Hall on Monday 12 November 2018.

18 residents took the opportunity to attend during a two-hour period between 4.00pm and 6.00pm. The residents were asked to provide written comments.

The majority were supportive of the approved single lane slow points in Claverton and Leake Street but thought that the longer streets, specifically Alma Road and Claverton and Leake Streets, should have a minimum of two or more devices. The Alma Road residents in particular expressed strong support for traffic calming, preferably two or more slow points, to be installed in their street as part of this project and not deferred to a later date. Two residents expressed support for a slow point in Alfonso Street.

Three Camelia Street residents took the opportunity to speak to the officers at the public forum. The focus of the respective discussions were the intersections of Camelia and Vincent Streets and Camelia and Claverton Streets and not specifically a mid-block slow point. The resident closest to Vincent Street had concerns about the speed of traffic entering Camelia Street from Vincent Street and the need for a median island and/or speed hump on entry.

The resident closest to Claverton Street had concerns about the uncontrolled nature of the intersection; the speed of traffic in Claverton Street; and supports the 'slow point' in Claverton Street.

Two residents submitted very detailed (emailed) responses, which expanded upon the discussion to include specific suggestions such as closing roads (i.e. Alma Road) to through traffic; additional streets trees; entry statements; infrastructure improvements; regulatory controls at internal intersections; and changes to parking. These are beyond the scope of the current proposals. UMAG could consider these proposals following review of the effectiveness of the proposed works.

Another shared concern was the likely impact of the North Perth Common development upon traffic within the precinct. A number of residents stated would ultimately push more traffic onto the surrounding streets.

#### **CONSULTATION/ADVERTISING:**

A Public Forum was held at the North Perth Town Hall on Monday 12 November 2018.

#### **LEGAL/POLICY:**

The roads, other than Charles Street, as discussed in this report, come under the care, control and management of the City.

#### **RISK MANAGEMENT IMPLICATIONS:**

**Low/Medium:** The study has shown that, other than two locations the operating speeds and volumes within the study area are within the operating criteria for the respective streets in accordance with their classification.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

##### "Accessible City"

- *We have better integrated all modes of transport and increased services throughout the City."*

#### **SUSTAINABILITY IMPLICATIONS:**

Not applicable.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

To construct a single lane slow point costs around \$7,000, with the two previously approved locations to be funded from the 2018/19 Miscellaneous Traffic Management budget. If Council were to approve the two additional single lane slow points (a total of \$28,000), as discussed in the body of the report, they could also be funded from this budget.

Any further proposals would be considered as part of the 2019/20 draft budget.

#### **COMMENTS:**

The installation of the four slow points will enable the City to compare the effectiveness of 'hard' traffic calming measures versus that of signage only. It is also recommended that the matter again be referred to the UMAG to review the effectiveness of the slow points with a view to considering if further interventions should be considered.






**10.4 WASTE STRATEGY PROJECT 1 – RECOVERY OF ORGANIC MATERIAL – FOOD AND GREENS OPTIONS APPRAISAL**

**TRIM Ref:** D18/177448

**Author:** Yvette Plimbley, Manager Waste and Recycling

**Authoriser:** Andrew Murphy, Director Engineering

**Attachments:** 1. Options - Advantages and Disadvantages [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **SUPPORTS** in principle the future adoption of a three bin Food Organics/Garden Organics (FOGO) system for the City of Vincent in line with the draft State Waste Strategy;
2. **REQUESTS:**
  - 2.1 **Administration** to prepare a comprehensive business case for implementation of a three bin Food Organics/Garden Organics (FOGO) system to be presented to Council in March 2019;
  - 2.2 **Administration** to prepare a consultation plan to seek community input on the future adoption of a FOGO system;
  - 2.3 **Administration** to investigate external funding options to support the adoption of a FOGO system including through the Waste Authority's Better Bins Program; and
  - 2.4 **further financial modelling** to be presented to Council on the implications of the adoption of a FOGO system.

**PURPOSE OF REPORT:**

For Council to consider the introduction of a three bin Food Organics/Garden Organics (FOGO) system for the City of Vincent.

**BACKGROUND:**

The City of Vincent currently spends around \$6.5 million per annum on its Waste and Recycling Service, which includes kerbside collections for domestic rubbish and recycling, commercial rubbish and recycling collections, bulk verge hard waste (junk), bulk verge green waste collections, public space litter collections and street cleaning, City event bins, waste education and community engagement events/workshops, and subsidised home composting equipment.

The City recently adopted the new Waste Strategy 2018 – 2023 with a Vision of “Zero waste to landfill by 2028”. The City's current diversion from landfill is around 42%. The City will not achieve this vision without significant changes to current waste management practices.

The Strategy recognises that currently around 55% of a typical Vincent rubbish bin is organic waste. Project 1 of the Strategy is an options appraisal to consider ways that this organic material could be diverted from landfill.

The new Western Australia draft Waste Strategy 2030 has recently been released for comment. This Strategy but has a much stronger focus on waste avoidance and creating a circular economy approach where waste is valued as a resource which can be reused or recycled for the benefit of the Western Australia Economy. A headline strategy is for Local Governments to “*Deliver a harmonised kerbside collection system, which includes food organics and garden organics (FOGO), in all Perth and Peel regions by 2025*”.

**DETAILS:****Current Service**

The City provides a two bin kerbside collection service through a general waste bin and recovery of dry recyclables in a yellow lid bin.

Mindarie Regional Council (MRC) manages the treatment and disposal of the City's residual waste collected in the general waste bin via its Tamala Park Landfill and Neerabup Resource Recovery Facility (RRF). Waste disposal costs have risen significantly in recent years due to increases in both the landfill levy and MRC gate fees. Since its implementation in 2013, the landfill levy has increased year-on-year from the original \$28 per tonne 2013/14 to \$70 per tonne in July 2018. Similarly the MRC gate fee has risen consistently from \$120 per tonne in 2013/14 to the current rate of \$205 per tonne. This trend is set to continue as member councils continue to divert their organic tonnages to various green and FOGO collection schemes.

In 2016/17 the City collected 17,695 of waste and recovered 7,375 tonnes; achieving a recovery (landfill diversion rate) of 42%, as detailed below:

Main Sources of City Waste	Tonnage 2016/17	% Diverted from Landfill
Rubbish – green lid bin	12,782	29% (3707 tonnes)
Recycling – yellow lid bin	3,750	82% (3075 tonnes)
Bulk hard waste (junk)	670	15% (100.5 tonnes)
Bulk green waste	493	100% (493 tonnes)

**Waste Composition Audit**

A recent MRC audit of the City's general waste (summer and winter cycles) highlighted that an average of 55% of a typical rubbish bin is food or garden organic waste. This is made up of an average of 17.75% food waste and 37.62% green garden waste.

There is a significant opportunity to increase diversion rates through organic waste segregation at source.

**Organic Material Recovery – Options Considered**

The City considered the following four options:

Option 1 – Three bin system, garden organics only (GO)

Option 2 – Three bin system, food organics and garden organics (FOGO) - combined

Option 3 – Four bin system, food organics and garden organics (FOGO) – separate bins

Option 4 – Three bin system. Garden Organics to single dwellings and Food Organics to Multi unit dwellings

Key factors considered for each option were the cost implications, potential waste diversion and advantages and disadvantages of introducing a separate organics collection system.

Costings and options were prepared with the assistance of Waste Management Consultants Talis. They assisted Administration with analysis of the options and provided wide ranging experience from working with other local governments.

**Organic Material Recovery Options Costs – Key Findings**

Scenario	Description		Rollout costs (one off)*	Indicative Annual Saving or Additional Cost*	Diversion rate
Baseline	Current service	2 bins			42%
1	Garden only	3 bins	\$1,086,289	\$124,663 saving	57%
2	FOGO	3 bins	\$1,182,636	\$44,120 cost	62%
3	FO + GO	4 bins	\$1,798,422	\$695,220 cost	62%
4	FO(units) + GO (houses)	3 bins	\$1,184,976	\$67,317 cost	58%

 Preferred option

### Discussion of Options

Option 1 (Garden organics) is the simplest option. It is easy to communicate and for residents to understand, would generate the best saving in annual service costs and provide a significant improvement in the City's diversion from landfill. It is now becoming standard across the metro region and does not preclude adding food waste to the service in the future when the FOGO processing become more widely available.

Option 2 (FOGO) is best practice and is emerging as a service option in WA providing greater diversion from landfill than option 1. It carries a higher risk of implementation because it is more complicated in terms of resident behaviour, would marginally increase service cost and FOGO processing options are currently limited in the market. It also results in the fortnightly collection of the rubbish bin and aligns with both the City's Waste Strategy and recently the released draft WA Waste Strategy 2030.

Option 3 is not recommended. It does not provide any advantage in terms of landfill diversion rate. It is a significantly higher cost than option 2 and requires 4 bins.

Option 4 could be considered as a hybrid for staged implementation that provides appropriate services for the different type of dwellings in the City. It carries similar risks to options 2 and 3 in terms of market availability for food processing services and it does carry higher cost for only a modest estimated additional 1% of landfill diversion when compared to Option 1 and a lower landfill diversion than Option 2.

More detailed advantages and disadvantages of each option are contained in **Attachment 1**.

### **CONSULTATION/ADVERTISING:**

It is essential that the City develops a comprehensive public engagement and communications strategy to inform, educate and promote any new collection system.

An engagement strategy would be developed utilising best practice principles and incorporating lessons learnt from other local governments.

The proposed public engagement and communications strategy would be presented to the March 2019 Council meeting as part of the overall implementation plan.

### **LEGAL/POLICY:**

The introduction of an organic bin aligns with the City's Waste Strategy 2018-2023 and its aim to achieve *"Zero waste to landfill through maximising recovery and avoidance"*.

It also aligns with new Western Australia draft Waste Strategy 2030 that aims to *"Deliver a harmonised kerbside collection system, which includes food organics and garden organics (FOGO), in all Perth and Peel regions by 2025"*.

Legislation: The Waste Avoidance and Resource Recovery Act 2007

### **RISK MANAGEMENT IMPLICATIONS:**

Medium: Community acceptance of a three bin FOGO scheme. It would be essential to undertake a comprehensive communications campaign to inform, educate, and promote any new scheme and encourage good waste diversion behaviours.

Medium: Lack of established FOGO processing infrastructure. This would develop as more Councils move to a FOGO system. Talis have estimated that there are seven Councils in the Perth and Peel region that have approved or are close to approving the adoption of a FOGO system.

Medium: MRC cost increases. As member councils remove their residual waste from the MRC facilities, this adversely impacts the remaining member councils as gate fees increase. It is estimated that for every 10,000 tonnes removed, the gate fee increases in the region of \$5 per tonne. However, failure to divert waste, would incur even higher costs as MRC gate fees and the landfill levy continue to rise.

**STRATEGIC IMPLICATIONS:**

The introduction of an organic bin would contribute to the following priority in the City's Strategic Community Plan 2018-2028:-

**Priority:** Enhanced Environment

**Outcome:** We have improved resource efficiency and waste management by delivering a contemporary and sustainable waste service that minimises waste generation and increases recovery, reuse and recycling.

**SUSTAINABILITY IMPLICATIONS:**

Separation of organic waste at source to allow recovery of clean organics is high on the Waste Hierarchy and is a considerably better environmental outcome than sending organic material to landfill.

**FINANCIAL/BUDGET IMPLICATIONS:**

High level modelling for each option shows the indicative one off costs of rollout and the saving or additional cost for each option. This modelling shows the one off rollout costs of the preferred FOGO option to be \$1,182,636 with an additional annual cost of \$44,000.

The one-off rollout cost in year one includes the cost of additional bins to be delivered to each household, a full time education officer to cover the roll-out of the new service and marketing and education costs of the new service. This cost could be spread over more than one financial year depending on the final implementation timetable.

The ongoing cost includes the collection and processing costs for the organics and residual streams as well as ongoing bin maintenance and education. The cost of the impact of the reduction in tonnage sent to MRC (which results in a rise of the MRC gate fee) has been included.

The impact of an increase in landfill levy has not been modelled as future rises in the levy have not been confirmed by State Government.

All options modelled assume no changes to other waste services although it is recommended that all services are reviewed after rollout so that the impact of the change on other waste services can be measured. For example a FOGO bin rollout may well cause migration of organic material from the bulk verge green waste service which could result in recommended changes to that service.

There may be the opportunity to apply for Better Bins Grant funding which is currently up to \$30 per participating household. This opportunity has not been included in the modelling as the deadline for applications under the existing scheme is December 2018 and there has been no confirmation of funding beyond this date. This opportunity would be further explored by Administration as part of the implementation process and modelling would be updated as necessary.

Further financial modelling would be undertaken if an option is supported in principle by Council and the modelling would be used to inform the annual budget process.

**COMMENTS:**

It is recommended that Council supports in principle the implementation of a three bin Food Organics/Garden Organics (FOGO) system for the City of Vincent.

It offers potentially the most cost effective solution for the City to recover organic material from its waste stream it achieves the joint highest diversion of the options considered for a marginal additional annual service cost.



**Attachment 1 – Recovery of Organic Material Options - Advantages and Disadvantages**

Option	Advantages	Disadvantages
<b>Option 1</b>  <b>Garden only</b>	<ul style="list-style-type: none"> <li>- Simple system for residents to understand</li> <li>- Stable market for garden waste composting and for product</li> <li>- Low processing cost resulting in cost savings compared to baseline.</li> </ul>	<ul style="list-style-type: none"> <li>- Doesn't optimise organics recovery or align with the draft Waste Strategy 2030 objectives to provide FOGO collection systems by 2025.</li> </ul>
<b>Option 2</b>  <b>FOGO collected co-mingled</b>	<ul style="list-style-type: none"> <li>- Best practice organics recovery.</li> <li>- Aligns with the new draft Waste Strategy 2030</li> </ul>	<ul style="list-style-type: none"> <li>- More complex household behaviour required.</li> <li>- Contamination risks are higher than for garden organics</li> <li>- Cost of service implementation.</li> <li>- FOGO processing not routinely available but emerging.</li> <li>- Market risks for food organics soil conditioner.</li> <li>- Perceptions and challenges around fortnightly collection of general waste bin.</li> </ul>
<b>Option 3 –</b>  <b>FO + GO Collected Separately</b>	<ul style="list-style-type: none"> <li>- Reduce market risk by optimising market and cheaper processing cost of garden organics.</li> </ul>	<ul style="list-style-type: none"> <li>- Additional bin storage and servicing requirements.</li> <li>- More complex household behaviour required.</li> <li>- Cost of service implementation.</li> <li>- Market risks for food organics soil conditioner.</li> <li>- FO processing not routinely available and limited market options exist.</li> </ul>
<b>Option 4 –</b>  <b>FO (Units) + GO (Houses)</b>	<ul style="list-style-type: none"> <li>- Provides an appropriate organics diversion option for apartments ensuring that all residents get an 'equivalent' waste service for their rates.</li> </ul>	<ul style="list-style-type: none"> <li>- May be some confusion about whether separate households can put food in with their garden organics.</li> <li>- FO processing not routinely available and limited market options exist.</li> <li>- High risk of contamination of FO in units</li> </ul>

**11 CORPORATE SERVICES****11.1 INVESTMENT REPORT AS AT 30 NOVEMBER 2018****TRIM Ref:** D18/186972**Author:** Sheryl Teoh, Accountant**Authoriser:** Kerryn Batten, Director Corporate Services**Attachments:** 1. Investment Report  **RECOMMENDATION:**

That Council **NOTES** the Investment Report for the month ended 30 November 2018 as detailed in Attachment 1.

**PURPOSE OF REPORT:**

To advise Council of the nature and value of investments and the interest earned to date.

**BACKGROUND:**

Funds surplus to day to day operational requirements are invested in bank term deposits for various terms, to facilitate maximum investment returns in compliance with good governance, legislative requirements and Council's Investment Policy No 1.2.4. Details of investments are attached in **Attachment 1**.

The City's investment portfolio is diversified across several financial institutions in accordance with the Investment Policy.

**DETAILS:**

Total funds held as at 30 November 2018, including on call in the City's operating account were \$44,188,761; compared to \$41,716,473 for the period ending 30 November 2017. The increase in total funds is largely due to issuing of 2018/2019 rates instalment notices a month earlier compared to the prior year.

Total term deposit investments for the period ending 30 November 2018 were \$42,678,504 compared to \$41,180,325 for the prior month end, and \$39,482,047 for the period ending 30 November 2017.

The following table shows funds under management for the previous and current years:

Month Ended	2017/18		2018/19	
	Total funds held	Total term deposits	Total funds held	Total term deposits
July	\$23,433,728	\$21,212,649	\$26,826,861	\$23,990,516
August	\$30,161,860	\$27,714,651	\$44,327,708	\$37,499,275
September	\$40,305,364	\$37,944,911	\$44,209,274	\$40,651,147
October	\$41,087,462	\$38,947,823	\$44,463,021	\$41,180,325
November	\$41,716,473	\$39,482,047	\$44,188,761	\$42,678,504
December	\$38,768,084	\$37,065,389		
January	\$39,498,741	\$36,147,499		
February	\$39,217,278	\$36,665,928		
March	\$36,377,700	\$34,622,001		
April	\$33,647,074	\$31,177,278		
May	\$30,338,407	\$28,712,736		
June	\$28,409,157	\$24,687,341		

Total accrued interest earned on investments as at 30 November 2018 is:

	Adopted Budget	YTD Budget	YTD Actual	% of YTD Budget
Municipal	\$420,000	\$228,200	\$232,715	101.98%
Reserve	\$246,060	\$110,500	\$114,302	103.44%
<b>Sub-total</b>	<b>\$666,060</b>	<b>\$338,700</b>	<b>\$347,017</b>	<b>102.46%</b>
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$58,781	N/A

\*Interest estimates for Leederville Gardens Inc Surplus Trust were not included in the 2018/19 Budget as actual interest earned is held in trust and restricted.

## CONSULTATION/ADVERTISING:

Nil.

## LEGAL/POLICY:

The power to invest is governed by the *Local Government Act 1995*.

### 6.14. Power to invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may —*
  - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
  - [(b) deleted]*
  - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*
  - (d) *provide for the application of investment earnings; and*
  - (e) *generally provide for the management of those investments.*

Further controls are established through the following provisions in the Local Government (Financial Management) Regulations 1996:

### 19. Investments, control procedures for

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
  - (a) *the nature and location of all investments; and*
  - (b) *the transactions related to each investment.*

### 19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*  
**authorised institution** means —
  - (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
  - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;***foreign currency** means a currency except the currency of Australia.
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
  - (a) *deposit with an institution except an authorised institution;*
  - (b) *deposit for a fixed term of more than 3 years;*
  - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*

- (d) invest in bonds with a term to maturity of more than 3 years;
- (e) invest in a foreign currency.

To further guide the prudent and responsible investment of the City's funds, Council has adopted the City's Investment Policy No. 1.2.4, which delegates the authority to invest surplus funds to the Chief Executive Officer or his delegate.

Administration has established guidelines for the management of the City's investments, including maximum investment ratios as shown in the following table:

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Managed Funds Maximum % with any one institution		Maximum % of Total Portfolio	
	Policy	Actual	Policy	Actual	Policy	Actual
A1+	30%	18.2%	30%	Nil	90%	51.6%
A1	25%	5.7%	30%	Nil	80%	5.7%
A2	20%	18.1%	n/a	Nil	60%	42.8%

#### RISK MANAGEMENT IMPLICATIONS:

**Moderate:** Funds are invested with various financial institutions with high long term and short term ratings (Standard & Poor's or equivalent), after obtaining three quotations for each investment. Investment funds are spread across various institutions and invested as term deposits of between one and twelve months, to spread risk.

#### STRATEGIC IMPLICATIONS:

This recommendation aligns with the "Innovative and Accountable" priority in the City's Strategic Community Plan 2018 – 2028:

*"The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously."*

#### SUSTAINABILITY IMPLICATIONS:

Nil.

#### FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details and comments section of the report. Overall Administration concludes that appropriate and responsible measures are in place to protect the City's financial assets and to ensure the accountability of management.

#### COMMENTS:

Funds for investment have slightly increased from the previous period due to timing of payments to creditors and other expenditures over cash receipts.

The City has obtained a weighted average interest rate of 2.66% for current investments including the operating account; and 2.72% excluding the operating account. The Reserve Bank 90 days Accepted Bill rate for November 2018 was 1.94%.

As at 30 November 2018, the City's total investment earnings excluding the Leederville Gardens Inc. Surplus Trust income is higher than the year to date budget estimate by \$8,317 (2.46%).

The City's Investment Policy states that preference "is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions". Administration currently uses Marketforces.org.au to assist in assessing whether a bank promotes non-investment in fossil fuel related

entities. 30.34% of the City's investments were held in institutions considered non-fossil fuel lending by Marketforces.org.au as at 30 November 2018.

Administration notes that Sustainable Platform has been engaged to undertake an accreditation assessment of the City's sustainability practices and policies and has provided a high level review of the City's investments in non-fossil fuel and other industries potentially considered contentious. This work will lead to a review of the City's investment policies in the first quarter of the new calendar year.

This investment report (**Attachment 1**) consists of:

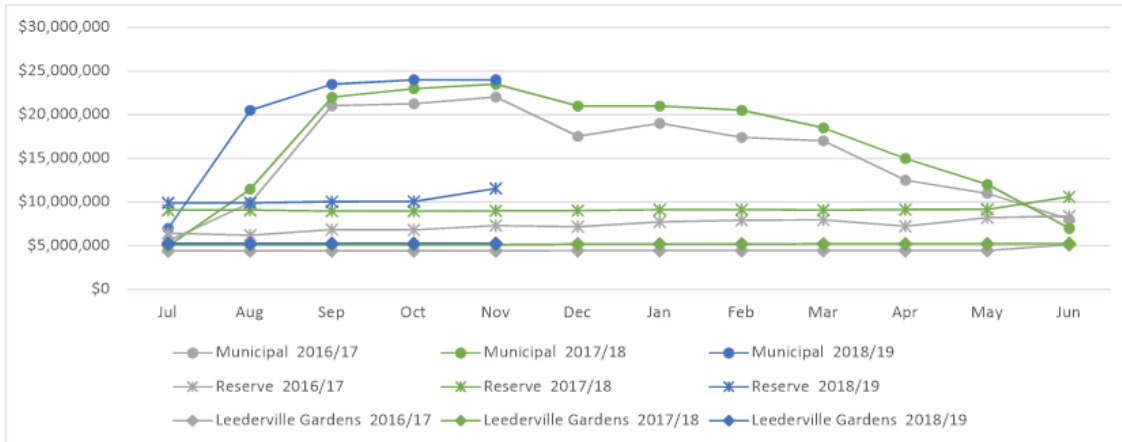
- Investment performance and policy compliance charts;
- Investment portfolio;
- Investment interest earnings; and
- Current investment holdings.



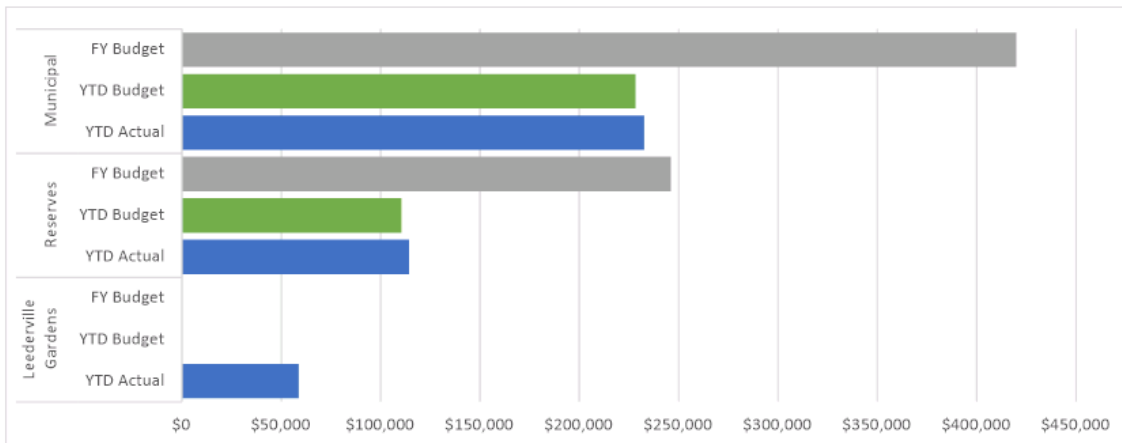
**CITY OF VINCENT  
INVESTMENT PERFORMANCE  
AS AT 30 NOVEMBER 2018**



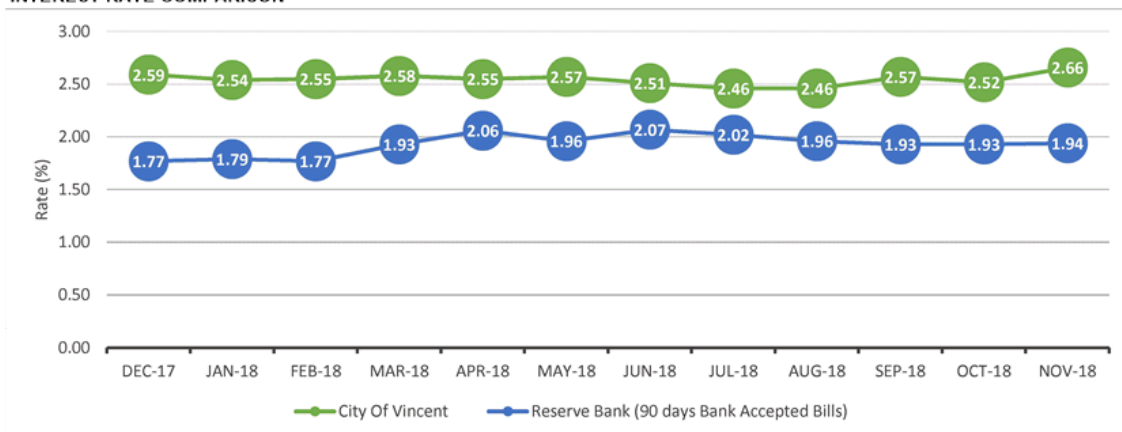
**FUNDS INVESTED OVER 3 YEARS**



**INTEREST EARNINGS**



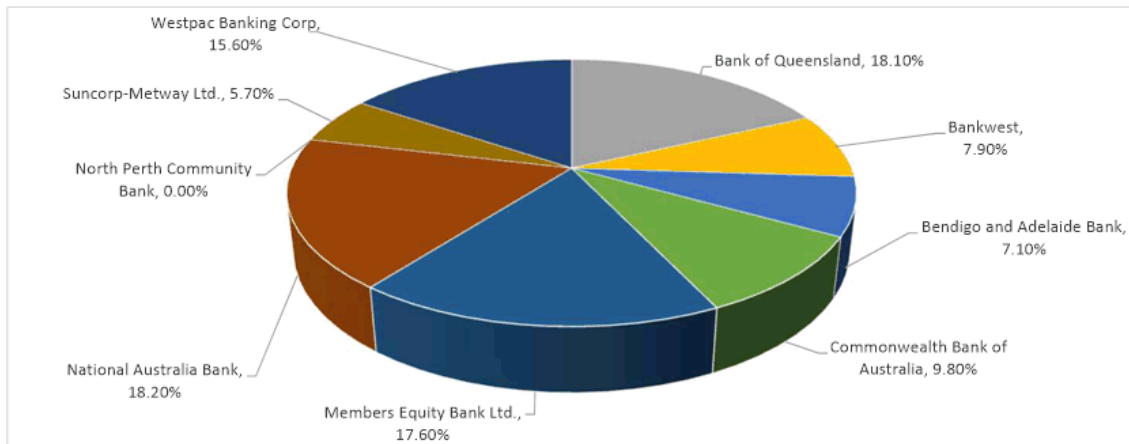
**INTEREST RATE COMPARISON**



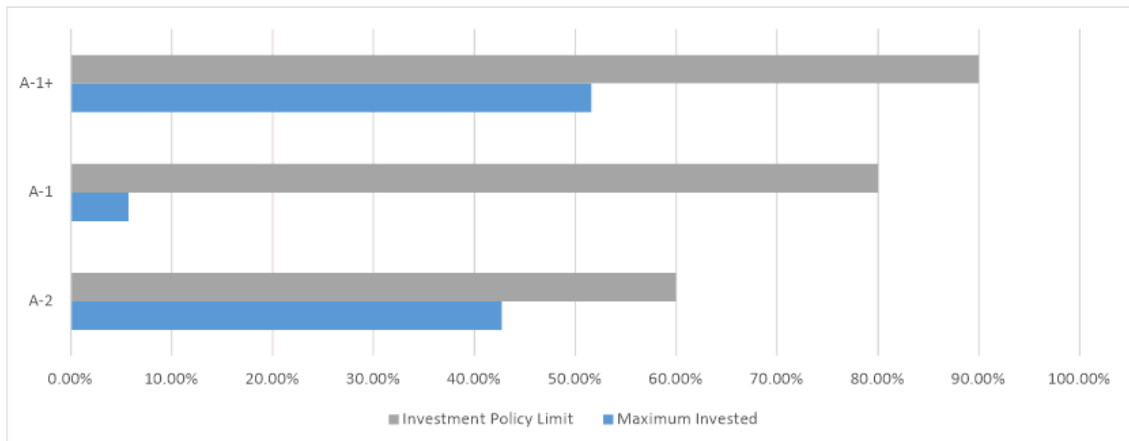
**CITY OF VINCENT  
INVESTMENT POLICY COMPLIANCE  
AS AT 30 NOVEMBER 2018**



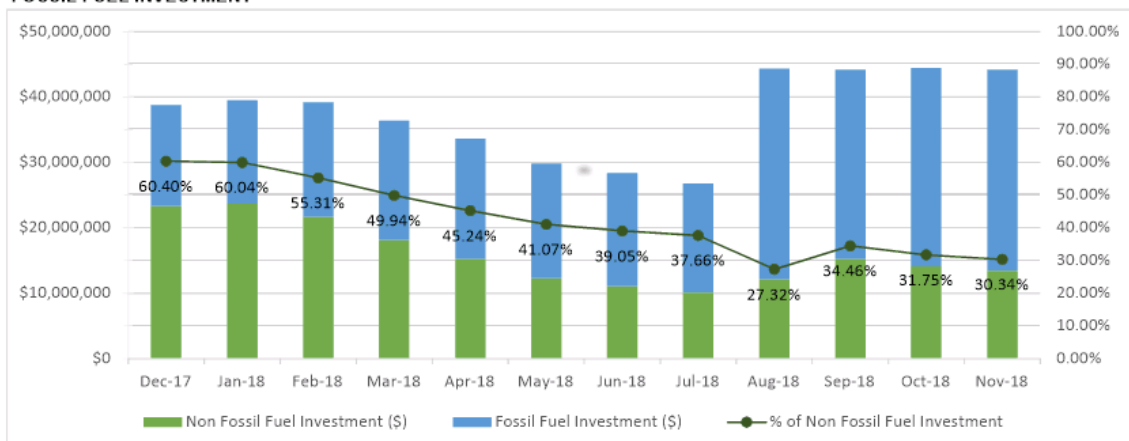
**TOTAL PORTFOLIO EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**FOSSIL FUEL INVESTMENT**



\* Selection of non fossil fuel investments is based on information provided by [www.marketforces.org.au](http://www.marketforces.org.au).

CITY OF VINCENT  
INVESTMENT PORTFOLIO  
AS AT 30 NOVEMBER 2018



	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
<b>BY INVESTMENT HOLDINGS</b>						
Operating Accounts	889,108	113	621,036	0	1,510,257	3.4%
Term Deposits	24,000,000	11,571,999	1,800,000	5,295,505	42,667,504	96.6%
Equity Shares	11,000	0	0	0	11,000	0.0%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>
<b>BY INSTITUTION</b>						
Bank of Queensland	8,000,000	0	0	0	8,000,000	18.1%
Bankwest	3,500,000	0	0	0	3,500,000	7.9%
Bendigo and Adelaide Bank	0	3,140,063	0	0	3,140,063	7.1%
Commonwealth Bank of Australia	1,389,108	460,069	621,036	1,852,139	4,322,352	9.8%
Members Equity Bank Ltd.	2,500,000	2,732,604	500,000	2,023,063	7,755,667	17.6%
National Australia Bank	3,500,000	2,855,674	300,000	1,420,303	8,075,977	18.2%
North Perth Community Bank	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	2,000,000	500,000	0	0	2,500,000	5.7%
Westpac Banking Corp	4,000,000	1,883,702	1,000,000	0	6,883,702	15.6%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>
<b>BY CREDIT RATINGS (SHORT-TERM ISSUE)</b>						
A-1+	12,389,108	5,199,444	1,921,036	3,272,442	22,782,030	51.6%
A-1	2,000,000	500,000	0	0	2,500,000	5.7%
A-2	10,511,000	5,872,668	500,000	2,023,063	18,906,731	42.7%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>
<b>BY TERMS</b>						
0-30 days	889,108	113	621,036	0	1,510,257	3.4%
31-90 days	0	0	0	0	0	0.0%
91-180 days	14,000,000	0	0	0	14,000,000	31.7%
181-270 days	10,000,000	0	0	0	10,000,000	22.6%
270-365 days	0	11,571,999	1,800,000	5,295,505	18,667,504	42.3%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>
<b>BY MATURITY</b>						
0-30 days	7,889,108	762,873	1,121,036	2,023,063	11,796,080	26.7%
31-90 days	5,500,000	1,883,702	0	0	7,383,702	16.8%
91-180 days	11,500,000	2,290,638	500,000	777,485	15,068,123	34.1%
181-270 days	0	3,779,225	300,000	1,420,303	5,499,528	12.4%
270-365 days	0	2,855,674	500,000	1,074,654	4,430,328	10.0%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>
<b>BY FOSSIL FUEL EXPOSURE (as determined by <a href="http://www.marketforces.org.au">www.marketforces.org.au</a>)</b>						
Fossil Fuel Lending	20,389,108	5,199,444	1,921,036	3,272,442	30,782,030	69.7%
Non Fossil Fuel Lending	4,511,000	6,372,668	500,000	2,023,063	13,406,731	30.3%
	<b>24,900,108</b>	<b>11,572,112</b>	<b>2,421,036</b>	<b>5,295,505</b>	<b>44,188,761</b>	<b>100.0%</b>

**CITY OF VINCENT  
INVESTMENT INTEREST EARNINGS  
AS AT 30 NOVEMBER 2018**



	YTD 30/11/2018 \$	YTD 30/11/2017 \$	FY 2018/19 \$	FY 2017/18 \$
<b>MUNICIPAL FUNDS</b>				
Budget	228,200	188,610	420,000	423,000
Interest Earnings	232,715	195,766	232,715	506,274
% Income to Budget	101.98%	103.79%	55.41%	119.69%
<b>RESERVE FUNDS</b>				
Budget	110,500	96,800	246,060	220,000
Interest Earnings	114,302	100,704	114,302	240,110
% Income to Budget	103.44%	104.03%	46.45%	109.14%
<b>LEEDERVILLE GARDENS INC SURPLUS TRUST</b>				
Budget	0	0	0	0
Interest Earnings	58,781	60,363	58,781	139,939
<b>TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)</b>				
Budget	338,700	285,410	666,060	643,000
Interest Earnings	347,017	296,470	347,017	746,384
% Income to Budget	102.46%	103.88%	52.10%	116.08%
Variance	8,317	11,060	(319,043)	103,384
% Variance to Budget	2.46%	3.88%	-47.90%	16.08%

**CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 30 NOVEMBER 2018**



<b>Funds</b>	<b>Institution</b>	<b>Investment Date</b>	<b>Maturity Date</b>	<b>Term</b>	<b>Interest Rate</b>	<b>Principal \$</b>
<b><u>OPERATING ACCOUNTS</u></b>						
Municipal	Commonwealth Bank of Australia					889,108
Reserve	Commonwealth Bank of Australia					113
Trust	Commonwealth Bank of Australia					621,036
<b>Total Operating Funds</b>						<b>1,510,257</b>
<b><u>EQUITY SHARES</u></b>						
Municipal	North Perth Community Bank	23/11/2001				11,000
<b>Total Shares</b>						<b>11,000</b>
<b><u>TERM DEPOSITS</u></b>						
Municipal	Westpac Banking Corp	07/08/2018	26/11/2018	111	2.69%	500,000
Leederville Gardens Inc	Members Equity Bank Ltd.	14/12/2017	03/12/2018	354	2.61%	2,023,063
Municipal	Westpac Banking Corp	07/08/2018	03/12/2018	118	2.69%	1,000,000
Reserve	Members Equity Bank Ltd.	14/12/2017	10/12/2018	361	2.61%	762,760
Municipal	Commonwealth Bank of Australia	17/08/2018	10/12/2018	115	2.66%	500,000
Trust	Westpac Banking Corp	12/03/2018	12/12/2018	275	2.64%	500,000
Municipal	Bankwest	16/08/2018	17/12/2018	123	2.70%	2,500,000
Municipal	Westpac Banking Corp	21/08/2018	17/12/2018	118	2.71%	2,500,000
Reserve	Westpac Banking Corp	14/02/2018	14/01/2019	334	2.60%	941,851
Municipal	Members Equity Bank Ltd.	24/08/2018	14/01/2019	143	2.70%	1,000,000
Municipal	Members Equity Bank Ltd.	24/08/2018	21/01/2019	150	2.70%	500,000
Municipal	Bank of Queensland	31/08/2018	29/01/2019	151	2.70%	1,000,000
Municipal	Members Equity Bank Ltd.	05/09/2018	04/02/2019	152	2.70%	500,000
Reserve	Westpac Banking Corp	14/02/2018	11/02/2019	362	2.60%	941,851
Municipal	Bank of Queensland	31/08/2018	11/02/2019	164	2.75%	1,000,000
Municipal	Members Equity Bank Ltd.	05/09/2018	18/02/2019	166	2.70%	500,000
Municipal	Bankwest	04/09/2018	25/02/2019	174	2.70%	1,000,000
Trust	Westpac Banking Corp	22/03/2018	04/03/2019	347	2.69%	500,000
Municipal	Bank of Queensland	04/09/2018	05/03/2019	182	2.75%	500,000
Leederville Gardens Inc	Commonwealth Bank of Australia	12/03/2018	11/03/2019	364	2.66%	777,485
Reserve	Commonwealth Bank of Australia	12/03/2018	11/03/2019	364	2.66%	459,956
Municipal	Bank of Queensland	04/09/2018	11/03/2019	188	2.75%	1,000,000
Reserve	Suncorp-Metway Ltd.	14/06/2018	12/03/2019	271	2.80%	500,000
Municipal	Bank of Queensland	31/08/2018	18/03/2019	199	2.75%	3,000,000
Municipal	Bank of Queensland	04/09/2018	25/03/2019	202	2.75%	1,000,000
Municipal	Bank of Queensland	04/09/2018	01/04/2019	209	2.75%	500,000
Reserve	Members Equity Bank Ltd.	12/04/2018	08/04/2019	361	2.75%	579,938
Municipal	Suncorp-Metway Ltd.	20/09/2018	08/04/2019	200	2.70%	1,000,000
Municipal	National Australia Bank	11/10/2018	15/04/2019	186	2.70%	500,000
Municipal	Suncorp-Metway Ltd.	20/09/2018	23/04/2019	215	2.70%	1,000,000
Municipal	National Australia Bank	11/10/2018	29/04/2019	200	2.71%	500,000
Reserve	Members Equity Bank Ltd.	08/05/2018	06/05/2019	363	2.80%	750,744
Municipal	National Australia Bank	11/10/2018	06/05/2019	207	2.71%	1,000,000
Municipal	National Australia Bank	30/11/2018	13/05/2019	164	2.73%	500,000
Municipal	National Australia Bank	30/11/2018	20/05/2019	171	2.73%	1,000,000
Trust	National Australia Bank	14/06/2018	11/06/2019	362	2.80%	300,000
Leederville Gardens Inc	National Australia Bank	14/06/2018	11/06/2019	362	2.80%	1,420,303
Reserve	Bendigo and Adelaide Bank	29/06/2018	11/06/2019	347	2.85%	2,415,020
Reserve	Bendigo and Adelaide Bank	17/08/2018	29/07/2019	346	2.75%	725,042
Reserve	Members Equity Bank Ltd.	05/09/2018	26/08/2019	355	2.75%	639,162
Trust	Members Equity Bank Ltd.	05/09/2018	02/09/2019	362	2.75%	500,000
Leederville Gardens Inc	Commonwealth Bank of Australia	19/09/2018	02/09/2019	348	2.72%	1,074,654



CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 30 NOVEMBER 2018



Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
Reserve	National Australia Bank	11/10/2018	23/09/2019	347	2.75%	648,681
Reserve	National Australia Bank	08/11/2018	14/10/2019	340	2.72%	727,443
Reserve	National Australia Bank	30/11/2018	25/11/2019	360	2.78%	1,479,550
<b>Total Term Deposits</b>						<b>42,667,504</b>
<b>Total Investment Including At Call</b>						<b>44,188,761</b>




**11.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 17 OCTOBER 2018 TO 13 NOVEMBER 2018**

**TRIM Ref:** D18/175206

**Author:** Nikki Hirrill, Accounts Payable Officer

**Authoriser:** Kerryn Batten, Director Corporate Services

**Attachments:**

1. Payments by EFT and BPAY November 18 [↓](#) 
2. Payments by Cheque November 18 [↓](#) 
3. Payments by Credit Card November 18 [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 17 October 2018 to 13 November 2018 as detailed in attachment 1, 2 and 3 as summarised below:

Cheque Numbers 82434 - 82470	\$9,840.00
Cancelled cheques	\$0.00
EFT and BPAY Documents 2317 – 2328 and 2330	\$3,498,680.05
Payroll	\$1,256,017.17
<b>Direct Debits</b>	
• Lease Fees	\$385.00
• Loan Repayments	\$148,540.85
• Bank Fees and Charges	\$28,556.32
• Credit Cards	\$6,499.05
<b>Total Direct Debit</b>	<b>\$183,981.22</b>
<b>Total Accounts Paid</b>	<b>\$4,948,518.44</b>

**PURPOSE OF REPORT:**

To present to Council the expenditure and list of accounts paid for the period 17 October 2018 to 13 November 2018.

**BACKGROUND:**

Council has delegated to the Chief Executive Officer (Delegation No. 1.14) the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

**DETAILS:**

The Schedule of Accounts paid for the period 17 October 2018 to 13 November 2018, covers the following:

<b>FUND</b>	<b>CHEQUE NUMBERS/ PAY PERIOD</b>	<b>AMOUNT</b>
<b>Municipal Account (Attachment 1, 2 and 3)</b>		
Cheques	82434 - 82470	\$9,840.00
Cancelled Cheques		\$0.00
EFT and BPAY Payments	2317 – 2328 and 2330	\$3,498,680.05
<b>Sub Total</b>		<b>\$3,508,520.05</b>
<b>Transfer of Payroll by EFT</b>	22/10/18 Ad hoc	\$825.40
	30/10/18	\$620,238.10
	31/10/18 Ad hoc	\$609.70
	13/11/18	\$634,343.97
	October/November 2018	<b>\$1,256,017.17</b>
<b>Bank Charges and Other Direct Debits</b>		
Lease Fees		\$385.00
Loan Repayments		\$148,540.85
Bank Charges – CBA		\$28,556.32
Credit Cards		\$6,499.05
<b>Total Bank Charges and Other Direct Debits (Sub Total)</b>		<b>\$183,981.22</b>
<b>Total Payments</b>		<b>\$4,948,518.44</b>

**CONSULTING/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

12. *Payments from municipal fund or trust fund, restrictions on making*
- (1) *A payment may only be made from the municipal fund or the trust fund —*
    - *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
    - *otherwise, if the payment is authorised in advance by a resolution of Council.*
  - (2) *Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council.*

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

13. *Lists of Accounts*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared -*
    - *the payee's name;*
    - *the amount of the payment;*

- *the date of the payment; and*
  - *sufficient information to identify the transaction.*
- (3) *A list prepared under sub regulation (1) is to be —*
- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
  - *recorded in the minutes of that meeting.*

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Management systems are in place which establish satisfactory controls, supported by the internal and external audit functions.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

*“4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

- (a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

All Municipal Fund expenditure included in the list of payments is in accordance with Council's Annual Budget.

Creditors Report - Payments by EFT and BPAY 17/10/2018 to 13/11/2018				
<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
2317.2008-01	18/10/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 127.60
2317.2108-01	18/10/2018	J Van Den Bok	Expense reimbursement - Garden judging panel lunch	\$ 457.20
2317.2204-01	18/10/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 19.25
2317.3001-01	18/10/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Building	\$ 2,287.33
2317.3359-01	18/10/2018	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$ 24,929.59
2317.5936-01	18/10/2018	Outsource Business Support Solutions Pty Ltd	Technical support to Authority system	\$ 250.80
2317.6903-01	18/10/2018	APARC	Meter maintenance - 2 months	\$ 47,740.00
2317.7955-01	18/10/2018	Synergy	Electricity and gas charges - various locations	\$ 19,477.30
2317.9599-01	18/10/2018	Sustainable Platform Pty Ltd	Sustainability review and assessment	\$ 8,800.00
2318.3144-01	22/10/2018	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$ 33,760.51
2319.98000-01	22/10/2018	Australian Taxation Office	Payroll deduction	\$ 187,795.00
2320.2020-01	22/10/2018	Australian Services Union	Payroll deduction	\$ 284.90
2320.2045-01	22/10/2018	Child Support Agency	Payroll deduction	\$ 983.08
2320.2153-01	22/10/2018	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
2320.2213-01	22/10/2018	City of Vincent	Payroll deduction	\$ 977.16
2320.2216-01	22/10/2018	City of Vincent Staff Social Club	Payroll deduction	\$ 482.00
2320.3133-01	22/10/2018	Depot Social Club	Payroll deduction	\$ 76.00
2320.6156-01	22/10/2018	Health Insurance Fund of WA	Payroll deduction	\$ 240.00
2320.8120-01	22/10/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 1,388.54
2321.98000-01	23/10/2018	Australian Taxation Office	Fringe benefit tax	\$ 35,918.29
2323.2007-01	31/10/2018	Aline Brick Paving	Brick paving services - various locations	\$ 6,517.50
2323.2008-01	31/10/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 147.25
2323.2029-01	31/10/2018	Bunnings Trade	Hardware supplies - various departments	\$ 184.13
2323.2030-01	31/10/2018	Benara Nurseries	Supply of plants	\$ 591.66
2323.2033-01	31/10/2018	BOC Limited	CO2 for beverage, oxygen and forklift gas supplies	\$ 687.50
2323.2049-01	31/10/2018	City Of Perth	Collection of food waste bins - Admin	\$ 29.36
2323.2051-01	31/10/2018	Cleansweep (WA) Pty Ltd	Hire of road sweepers - various locations	\$ 1,158.85
2323.2052-01	31/10/2018	Cobblestone Concrete	Concrete path construction & repairs - various locations	\$ 30,649.85
2323.2053-01	31/10/2018	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 942.57
2323.2072-01	31/10/2018	Landgate	Gross rental valuations for interims; aerial image extraction	\$ 820.82
2323.2085-01	31/10/2018	Farinosi & Sons Pty Ltd	Hardware supplies - rakes	\$ 223.80
2323.2087-01	31/10/2018	Department of Fire and Emergency Services (DFES)	Emergency services levy	\$ 82,074.38
2323.2106-01	31/10/2018	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 3,725.85
2323.2119-01	31/10/2018	Line Marking Specialists	Line marking services - various locations	\$ 14,186.11
2323.2120-01	31/10/2018	LO-GO Appointments	Temporary staff - Waste	\$ 3,344.72



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.2122-01	31/10/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 2,455.32
2323.2123-01	31/10/2018	Major Motors Pty Ltd	Truck repairs and maintenance	\$ 69.22
2323.2126-01	31/10/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 3,663.00
2323.2136-01	31/10/2018	Mindarie Regional Council	Processable and non processable waste	\$ 79,928.54
2323.2175-01	31/10/2018	Pro Turf Services	Plant repairs and maintenance - various	\$ 3,832.29
2323.2185-01	31/10/2018	Galvins Plumbing Supplies	Plumbing supplies	\$ 254.63
2323.2189-01	31/10/2018	SAS Locksmiths	Key cutting & lock maintenance service - various locations	\$ 2,347.09
2323.2192-01	31/10/2018	Sigma Chemicals	Pool chemicals	\$ 3,677.85
2323.2195-01	31/10/2018	Civica Pty Limited	Staff training - Online development approval	\$ 2,370.50
2323.2200-01	31/10/2018	Sportsworld Of WA	Merchandise - BPLC	\$ 11,396.55
2323.2204-01	31/10/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 3,635.34
2323.2221-01	31/10/2018	Turfmaster Facility Management	Weed control program - various locations	\$ 5,015.34
2323.2234-01	31/10/2018	Water Corporation	Water and hydrant standpipe charges - various locations	\$ 3,252.59
2323.2241-01	31/10/2018	Zipform	Rates notices - 2nd instalment & final notices	\$ 12,324.94
2323.3001-01	31/10/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Corporate Services	\$ 2,204.96
2323.3038-01	31/10/2018	St John Ambulance Western Australia Ltd	First aid kit supplies - various	\$ 457.32
2323.3057-01	31/10/2018	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 1,000.26
2323.3091-01	31/10/2018	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 1,232.00
2323.3092-01	31/10/2018	Flick Anticimex Pty Ltd T/As The Pest Guys (WA)	Pest control services - various locations	\$ 1,341.14
2323.3099-01	31/10/2018	Total Packaging WA Pty Ltd	Supply of bin liners	\$ 4,259.20
2323.3110-01	31/10/2018	Depiazzi	Supply of mulch	\$ 3,185.60
2323.3146-01	31/10/2018	KS Black Pty Ltd	Electrical works - various locations	\$ 5,080.81
2323.3154-01	31/10/2018	PPG Industries Australia Pty Ltd	Graffiti removal supplies	\$ 1,294.94
2323.3170-01	31/10/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 7,473.02
2323.3213-01	31/10/2018	Domus Nursery	Supply of plants	\$ 1,386.33
2323.3235-01	31/10/2018	My Best Friend Veterinary Centre	Vet services	\$ 1,523.00
2323.3315-01	31/10/2018	RPG Auto Electrics	Plant repairs and maintenance - various	\$ 2,292.45
2323.3397-01	31/10/2018	Fuji Xerox Australia Pty Ltd	Copy costs - Depot	\$ 103.33
2323.3410-01	31/10/2018	Allmark and Associates Pty Ltd	Name plate supplies	\$ 37.95
2323.3459-01	31/10/2018	State Law Publisher	Government gazette advertising	\$ 218.04
2323.3474-01	31/10/2018	CSP Group Pty Ltd	Plant repairs and maintenance - various	\$ 1,748.45
2323.3481-01	31/10/2018	Constable Care Child Safety Foundation (Inc)	Funding for 2018/19	\$ 11,000.00
2323.3492-01	31/10/2018	West Australian Newspapers Limited	Newspapers for resale	\$ 114.06
2323.3683-01	31/10/2018	Naturalis Spring Water	Bottled spring water supplies - Customer Service	\$ 32.40
2323.3712-01	31/10/2018	Sports Turf Technology Pty Ltd	Leaf analysis & fertilising recommendations - BPLC	\$ 2,376.00
2323.3757-01	31/10/2018	J & K Hopkins	Office furniture supplies - Admin	\$ 4,306.00
2323.3814-01	31/10/2018	Western Power	Tree pruning services - Stirling Street	\$ 3,750.48
2323.3913-01	31/10/2018	Kennards Hire	Equipment hire - various	\$ 441.00
2323.4034-01	31/10/2018	Penske Power Systems	Ad blue supplies - additive to reduce truck carbon emissions	\$ 1,241.86

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.4091-01	31/10/2018	Bardfield Engineering	Repairs to indoor pool seating - BPLC	\$ 2,750.00
2323.4103-01	31/10/2018	Asphaltech Pty Ltd	Asphalt supplies - various locations	\$ 111,609.16
2323.4156-01	31/10/2018	Wanneroo Plant Farm	Supply of plants	\$ 1,694.00
2323.4191-01	31/10/2018	G Burgess	Distribution services - Waste event pamphlets	\$ 4,080.00
2323.4214-01	31/10/2018	Kerbing West	Kerbing services - various locations	\$ 5,934.73
2323.4221-01	31/10/2018	Suez Recycling & Recovery Pty Ltd	Waste collection services - BPLC	\$ 719.66
2323.4367-01	31/10/2018	Academy Services WA Pty Ltd	Cleaning services - Admin	\$ 1,677.52
2323.4418-01	31/10/2018	West-Sure Group Pty Ltd	Cash collection services - Admin	\$ 438.90
2323.4447-01	31/10/2018	Blackwoods	Personal protective equipment & hardware supplies - Depot	\$ 964.35
2323.4493-01	31/10/2018	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	\$ 6,405.30
2323.4493-01	31/10/2018	Tom Lawton - Bobcat Hire	Verge tipping fees	\$ 7,601.00
2323.4627-01	31/10/2018	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 16,722.58
2323.4637-01	31/10/2018	Multi Mix Concrete Pty Ltd	Concrete supplies - various locations	\$ 597.96
2323.4674-01	31/10/2018	Fulton Hogan Industries Pty Ltd	Asphalt supplies	\$ 712.80
2323.4687-01	31/10/2018	Jaycar Electronics	Supply of cables - IT	\$ 237.25
2323.4692-01	31/10/2018	City Of Bayswater	Long service leave liability	\$ 4,442.43
2323.4724-01	31/10/2018	Landmark Operations Limited	Supply of weedkiller	\$ 3,179.00
2323.4727-01	31/10/2018	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 6,932.75
2323.4749-01	31/10/2018	Picton Press	Printing services - flyers and postcards	\$ 701.85
2323.4768-01	31/10/2018	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$ 11,539.93
2323.4862-01	31/10/2018	Primavera Quality Meats	Catering supplies - Ride to Work breakfast	\$ 149.00
2323.4957-01	31/10/2018	WA Profiling	Profiling services - Brentham Street	\$ 6,820.00
2323.4971-01	31/10/2018	Totally Workwear	Uniform supplies - various departments	\$ 1,889.85
2323.5074-01	31/10/2018	St Vincent de Paul Society WA (Inc)	Rates refund - property now exempt	\$ 1,427.63
2323.5080-01	31/10/2018	Repco	Auto part supplies	\$ 79.75
2323.5106-01	31/10/2018	Way Funky Company Pty Ltd	Merchandise - BPLC	\$ 7,855.87
2323.5193-01	31/10/2018	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 3,482.60
2323.5281-01	31/10/2018	Cyclemania	Repairs to electric bicycle	\$ 706.96
2323.5294-01	31/10/2018	A Team Printing	Printing services - BPLC	\$ 739.20
2323.5301-01	31/10/2018	Kott Gunning	Legal services - prosecution fees	\$ 2,931.50
2323.5342-01	31/10/2018	Ozscot Horticulture	Supply of plants	\$ 1,358.94
2323.5398-01	31/10/2018	Subaru Osborne Park	Vehicle service and repairs	\$ 751.15
2323.5482-01	31/10/2018	Erections (WA)	Supply & install pedestrian fencing - various locations	\$ 3,471.60
2323.5511-01	31/10/2018	Writing WA	Annual membership renewal - Library	\$ 135.00
2323.5598-01	31/10/2018	Total Eden Pty Ltd	Reticulation supplies	\$ 527.49
2323.5700-01	31/10/2018	Jack Lockers	Locker hire - BPLC	\$ 1,205.00
2323.5882-01	31/10/2018	Artery Media Solutions	Artwork on traffic control box - deposit	\$ 275.00
2323.6009-01	31/10/2018	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - Gymnastics WA	\$ 268.40
2323.6072-01	31/10/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 3,454.65

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.6184-01	31/10/2018	Data 3	Annual licence renewal - Microsoft	\$ 89,635.81
2323.6218-01	31/10/2018	Devco Builders	Maintenance and repairs - various locations	\$ 17,748.47
2323.6259-01	31/10/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - DSR	\$ 3,601.68
2323.6269-01	31/10/2018	City of Nedlands	Staff training - Authority & resource management scheduling	\$ 1,137.84
2323.6278-01	31/10/2018	T & H Wilkes Pty Ltd	Gravel supplies	\$ 2,310.00
2323.6383-01	31/10/2018	WC Convenience Management Pty Ltd	Maintenance exeloo's - Weld Square	\$ 665.78
2323.6468-01	31/10/2018	Scarboro Toyota	Vehicle service and repairs	\$ 508.21
2323.6482-01	31/10/2018	Department of Transport	Vehicle ownership searches	\$ 4,318.00
2323.6489-01	31/10/2018	Osborne Park Volkswagen	Vehicle service and repairs	\$ 192.30
2323.6551-01	31/10/2018	iSUBSCRIBE Pty Ltd	Library magazine subscriptions	\$ 1,635.25
2323.6712-01	31/10/2018	Joe Crisafio Kia	Vehicle service and repairs	\$ 297.57
2323.6733-01	31/10/2018	1905 Coffee on Newcastle	Catering services - Council meetings & farewell morning tea	\$ 638.00
2323.6783-01	31/10/2018	Action Asbestos Removals	Asbestos removal services	\$ 484.00
2323.6787-01	31/10/2018	Optima Press	Printing services - stock of infringement reminder notices	\$ 1,259.50
2323.6799-01	31/10/2018	Beaufort Street Network Inc.	Festival funding - Dogtober 2018	\$ 5,500.00
2323.6872-01	31/10/2018	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 2,143.01
2323.6903-01	31/10/2018	APARC	Parking meter test transactions	\$ 12.00
2323.7104-01	31/10/2018	Turf Care WA Pty Ltd	Turf maintenance - various locations	\$ 32,670.00
2323.7118-01	31/10/2018	C Wood Distributors	Beatty Park Café supplies	\$ 330.00
2323.7132-01	31/10/2018	Catek Equipment Repairs	Bain marie repairs - BPLC	\$ 610.54
2323.7189-01	31/10/2018	Steann Pty Ltd	Collect and dispose of illegally dumped goods	\$ 990.00
2323.7382-01	31/10/2018	Turf Developments (WA) Pty Ltd	Returfing works - various locations	\$ 28,273.74
2323.7384-01	31/10/2018	LGISWA	Performance based premium adjustment 2009/10	\$ 32,721.70
2323.7399-01	31/10/2018	Briskleen Supplies	Toiletry and cleaning products - BPLC; sanipod service	\$ 3,573.42
2323.7445-01	31/10/2018	Scott Print	Printing services - waste brochures	\$ 1,654.40
2323.7454-01	31/10/2018	DX Mail	Annual membership renewal	\$ 374.00
2323.7477-01	31/10/2018	Expo Group	Printing services - various departments	\$ 1,522.40
2323.7480-01	31/10/2018	F Sauzier	Reimbursement of expenses - Ride to Work breakfast	\$ 457.34
2323.7481-01	31/10/2018	Regents Commercial	Rent and variable outgoings - Barlee Street car park	\$ 23,913.34
2323.7510-01	31/10/2018	Northsands Resources	Sand supplies	\$ 3,705.29
2323.7561-01	31/10/2018	Allcare Monitoring Services	After hour calls service	\$ 1,156.00
2323.7576-01	31/10/2018	Action Logistics (WA) Pty Ltd t/a Action Couriers	Courier services	\$ 22.12
2323.7593-01	31/10/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 162.14
2323.7605-01	31/10/2018	Centropak	Beatty Park Café supplies	\$ 983.50
2323.7608-01	31/10/2018	Pride Western Australia Inc	Sponsorship - Pride WA 2018	\$ 7,700.00
2323.7654-01	31/10/2018	Worldwide East Perth	Printing services - business cards for various departments	\$ 330.00
2323.7733-01	31/10/2018	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 4,639.80
2323.7799-01	31/10/2018	Bent Logic	RFID card supplies for swim school	\$ 1,210.00
2323.7830-01	31/10/2018	Castledine Gregory	Professional fees - SAT review	\$ 7,598.80

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.7878-01	31/10/2018	Uptempo Design	Delivery charge for CoV Ride to Work t-shirts	\$ 44.00
2323.7938-01	31/10/2018	Talis Consultants Pty Ltd - ATF Talis Unit Trust	Consultancy - Waste strategy implementation	\$ 4,438.50
2323.7950-01	31/10/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 266.20
2323.7955-01	31/10/2018	Synergy	Electricity and gas charges - various locations	\$ 6,944.40
2323.7962-01	31/10/2018	AAM Pty Ltd	Surveying services - Brisbane Street car park	\$ 3,245.00
2323.7967-01	31/10/2018	CS Legal	Debt recovery services	\$ 110.00
2323.8040-01	31/10/2018	Wilson Security	Security services - Depot	\$ 71.50
2323.8108-01	31/10/2018	Leo Heaney Pty Ltd	Street tree services - various locations	\$ 55,077.70
2323.8111-01	31/10/2018	SimplePay Solutions Pty Ltd	Credit card transactions for parking terminals - 3 months	\$ 28,161.06
2323.8146-01	31/10/2018	Exteria	Bus shelter seat - Anzac Road	\$ 1,557.60
2323.8180-01	31/10/2018	Pedaling Beans	Supply of beverages - Ride to Work breakfast	\$ 480.00
2323.8211-01	31/10/2018	Phase3 Landscape Construction Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
2323.8222-01	31/10/2018	Harbour Software Pty Ltd	Annual subscription - Docs on Tap	\$ 4,917.00
2323.8398-01	31/10/2018	Jean-Paul Barbier	Fitness instructor fees	\$ 297.00
2323.8406-01	31/10/2018	Inglewood Little Athletics Centre	Kidsport vouchers	\$ 600.00
2323.8420-01	31/10/2018	Corsign WA Pty Ltd	Sign supplies - various locations	\$ 3,806.31
2323.8468-01	31/10/2018	Innovations Catering	Catering services - Council meeting	\$ 560.00
2323.8490-01	31/10/2018	Subthermal	Engineering consultancy - BPLC	\$ 12,180.71
2323.8498-01	31/10/2018	Wheelers Books	Library books	\$ 97.48
2323.8536-01	31/10/2018	Bicycle for Humanity (WA) Inc.	Hire of bike swap meet bays	\$ 200.00
2323.8547-01	31/10/2018	AWB Building Co.	Plumbing services - various locations	\$ 1,207.79
2323.8586-01	31/10/2018	Tree Amigos	Street trees & parks pruning/removal - various locations	\$ 3,623.17
2323.8620-01	31/10/2018	Boyan Electrical Services	Electrical services - various locations	\$ 6,948.43
2323.8645-01	31/10/2018	Domain Catering Pty Ltd	Catering services - Urban mobility meeting	\$ 185.00
2323.8649-01	31/10/2018	Club 55 Travel	Bus hire - seniors outing	\$ 3,105.00
2323.8665-01	31/10/2018	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 248.00
2323.8671-01	31/10/2018	Design Right Pty Ltd	Design services - various locations	\$ 14,850.00
2323.8672-01	31/10/2018	Brownes Foods Operations Pty Ltd	Beatty Park Café supplies	\$ 2,214.54
2323.8684-01	31/10/2018	Ip Khalsa Pty Ltd	Mail delivery service	\$ 86.66
2323.8707-01	31/10/2018	Dale Alcock Homes Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
2323.8743-01	31/10/2018	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	\$ 1,146.63
2323.8757-01	31/10/2018	Suez Recycling & Recovery (Perth) Pty Ltd	Waste collection services - Jugan Street	\$ 3,344.51
2323.8765-01	31/10/2018	Bowden Tree Consultancy	Arboricultural services - Keith Frame Reserve	\$ 1,001.00
2323.8784-01	31/10/2018	Boya Equipment	Plant repairs and maintenance	\$ 191.18
2323.8793-01	31/10/2018	Nightlife Music Pty Ltd	Crowd DJ - BPLC	\$ 560.43
2323.8823-01	31/10/2018	Uni-Active	Kidsport voucher	\$ 123.20
2323.8842-01	31/10/2018	Emerge Associates	Consultancy services - North Perth Common	\$ 31,512.80
2323.8860-01	31/10/2018	Bladon WA Pty Ltd	Supply of reusable bags	\$ 411.40
2323.8915-01	31/10/2018	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 488.73

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.8946-01	31/10/2018	Market Creations	Intranet and Councillor portal development	\$ 3,967.90
2323.8947-01	31/10/2018	SPP Group WA Pty Ltd	Mechanical consultancy - Mt Hawthorn Lesser Hall	\$ 3,850.00
2323.8949-01	31/10/2018	WA Library Supplies	Library supplies	\$ 399.00
2323.8959-01	31/10/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 8,183.68
2323.8963-01	31/10/2018	Smoke and Mirrors AV	Supply of PA system for Citizenship ceremony	\$ 563.50
2323.8976-01	31/10/2018	Stott Hoare	Supply of computer monitors	\$ 676.50
2323.8991-01	31/10/2018	Securus	Security services - Depot	\$ 212.50
2323.8997-01	31/10/2018	Fiona Oakshott	Fitness instructor fees	\$ 56.84
2323.9030-01	31/10/2018	The Event Mill	Hire of stall at Pride event	\$ 635.80
2323.9165-01	31/10/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 53,444.00
2323.9169-01	31/10/2018	Signbiz WA	Sign supplies - BPLC	\$ 462.00
2323.9194-01	31/10/2018	EcoAdvance	Consultancy services - Solar PV installation project	\$ 3,786.75
2323.9214-01	31/10/2018	J D Penangke	Artist fee - Traffic control box painting	\$ 275.00
2323.9225-01	31/10/2018	Cockburn Party Hire	Chair hire for Citizenship ceremony	\$ 670.00
2323.9230-01	31/10/2018	Nature Calls Portable Toilets	Hire of portable toilets for Armistice Day	\$ 784.00
2323.9253-01	31/10/2018	Canvale Pty Ltd T/A Corporate Living	Office chair supplies - BPLC	\$ 745.80
2323.9263-01	31/10/2018	Zimbulis Foods	Beatty Park Café supplies	\$ 826.07
2323.9286-01	31/10/2018	Manic Botanic (Manic WA Pty Ltd)	Supply of Christmas floral centre pieces	\$ 630.00
2323.9299-01	31/10/2018	SpacetoCo Pty Ltd	Consultancy fee - Facilities reporting & financial handling	\$ 165.00
2323.9356-01	31/10/2018	Bonfire Digital Pty Ltd	Marketing services - BPLC	\$ 8,547.00
2323.9431-01	31/10/2018	D Cook	Speaker at Library event - That was my home	\$ 350.00
2323.9434-01	31/10/2018	Aboriginal Health Council of Western Australia	Refund of car park annual registration fee	\$ 200.00
2323.9570-01	31/10/2018	L F Media	Vinyl wrap waste recycling station	\$ 1,078.00
2323.9572-01	31/10/2018	CSE Crosscom Pty Ltd	Supply of hand held & vehicle mounted radios & accessories	\$ 117,025.70
2323.9573-01	31/10/2018	Randstad Pty Limited	Temporary employment - Corporate Services	\$ 2,287.22
2323.9586-01	31/10/2018	EN. YOGA	Fitness instructor fees	\$ 180.00
2323.9629-01	31/10/2018	Moodjar Consultancy	Consultancy - Banks Reserve Noongar report	\$ 8,250.00
2323.9642-01	31/10/2018	P Stokes	Fitness instructor fees	\$ 45.00
2323.9644-01	31/10/2018	Department of Planning Lands and Heritage	Amended DAP fees	\$ 5,844.00
2323.9668-01	31/10/2018	Nexus Home Improvements	Refund of infrastructure bond	\$ 3,000.00
2323.9695-01	31/10/2018	Gundi Consulting Pty Ltd	Welcome to Country - Citizenship ceremony	\$ 660.00
2323.9704-01	31/10/2018	Northside Nissan	Purchase of three vehicles	\$ 85,057.35
2323.9734-01	31/10/2018	Les Mills Asia Pacific Industries	Purchase of gym equipment - BPLC	\$ 774.25
2323.9737-01	31/10/2018	Specialist Security Shredding	Security bin exchange - BPLC	\$ 115.50
2323.9758-01	31/10/2018	Peard Real Estate Leederville Pty Ltd	Rates refund - overpayment	\$ 467.68
2323.9761-01	31/10/2018	L Leng	Refund of hall bond	\$ 250.00
2323.9763-01	31/10/2018	S Selvarajah	Rates refund - overpayment	\$ 1,900.50
2323.9764-01	31/10/2018	B A Lyons	Rates refund - due to pension rebate	\$ 679.88
2323.9765-01	31/10/2018	M Baker	Artist fee - Lightbox Laneway gallery	\$ 1,250.00



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2323.9766-01	31/10/2018	B L Fraser	Rates refund - due to pension rebate	\$ 140.41
2323.9769-01	31/10/2018	Perth Symphony Orchestra Ltd	Wind quartet for North Perth Halloween event	\$ 2,750.00
2323.9770-01	31/10/2018	E E Wisbey	Rates refund - overpayment	\$ 1,100.00
2323.9771-01	31/10/2018	Holmes a Court Gallery	Sponsorship - Australiyaniality exhibition	\$ 8,000.00
2323.9771-01	31/10/2018	Holmes a Court Gallery	Deposit for venue hire - WA Aids Council StyleAID	\$ 500.00
2323.9772-01	31/10/2018	Richwood Pty Ltd	Rates refund - property settlement	\$ 2,297.96
2323.9773-01	31/10/2018	Department of Human Services Centrepay Recoveries	Refund of Centrelink payments, received in error	\$ 38.02
2323.9774-01	31/10/2018	A Beckett	Ex gratia payment for insurance excess	\$ 500.00
2323.9775-01	31/10/2018	A Manik	Refund of parking permits	\$ 346.40
2323.9776-01	31/10/2018	The Owners of SP 38403	Planning application fee refund	\$ 73.50
2323.9777-01	31/10/2018	Amanda Kendle Consulting	Public talk at Library - Top 10 apps	\$ 363.00
2323.9779-01	31/10/2018	DND Building Co Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
2323.9780-01	31/10/2018	Pennant House	Flag supplies - various department	\$ 3,465.00
2323.9781-01	31/10/2018	Trendsetter Homes	Refund of infrastructure bond	\$ 500.00
2323.9782-01	31/10/2018	Pilcone Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
2323.9783-01	31/10/2018	P and C Hood	Refund of infrastructure bond	\$ 1,000.00
2323.9784-01	31/10/2018	N M Ravlich	Crossover subsidy	\$ 1,560.00
2323.9785-01	31/10/2018	C P McClintock	Refund of infrastructure bond	\$ 1,000.00
2323.9786-01	31/10/2018	T L Nguyen	Refund of infrastructure bond	\$ 3,000.00
2323.9787-01	31/10/2018	L Barling	Crossover subsidy	\$ 2,560.00
2323.9788-01	31/10/2018	T Drabble	Part refund of dog registration	\$ 30.00
2323.9789-01	31/10/2018	D Cagorski	Part refund of dog registration	\$ 51.66
2323.9797-01	31/10/2018	D Turner	Part refund of dog registration	\$ 150.00
2323.9798-01	31/10/2018	S Iuliano	Reimbursement - Local History Centre competition display	\$ 187.38
2324.5243-01	31/10/2018	NetRegistry Pty Ltd	Domain name registration - beattypark.com.au	\$ 46.95
2324.8004-01	31/10/2018	Australian Communications and Media Authority	Annual licence renewal	\$ 234.00
2324.9567-01	31/10/2018	Westnet Pty Ltd	IT ADSL link	\$ 39.95
2325.2008-01	05/11/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 2,173.55
2325.2106-01	05/11/2018	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 2,017.85
2325.2234-01	05/11/2018	Water Corporation	Water charges - various locations	\$ 17,517.96
2325.3257-01	05/11/2018	Kone Elevators Pty Ltd	Lift service fee - BPLC	\$ 815.23
2325.4627-01	05/11/2018	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 8,758.58
2325.7384-01	05/11/2018	LGISWA	Workcare contribution insurance - 2nd instalment	\$ 106,359.51
2325.7384-01	05/11/2018	LGISWA	Property insurance - 2nd instalment	\$ 112,564.74
2325.7384-01	05/11/2018	LGISWA	Liability insurance - 2nd instalment	\$ 89,926.86
2325.7395-01	05/11/2018	Asset Infrastructure Management	Revaluation of infrastructure assets 2017/18	\$ 7,700.00
2325.7955-01	05/11/2018	Synergy	Electricity and gas charges - various locations	\$ 15,884.30
2325.8638-01	05/11/2018	All Aussie Carpet Clean	Carpet cleaning services - BPLC	\$ 1,078.00
2325.9165-01	05/11/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 740.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2325.9768-01	05/11/2018	Australian Swim Schools Management Pty Ltd	ASSA conference attendance - BPLC staff	\$ 550.00
2326.98000-01	05/11/2018	Australian Taxation Office	Payroll deduction	\$ 183,937.00
2327.2020-01	05/11/2018	Australian Services Union	Payroll deduction	\$ 284.90
2327.2045-01	05/11/2018	Child Support Agency	Payroll deduction	\$ 824.44
2327.2153-01	05/11/2018	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
2327.2213-01	05/11/2018	City of Vincent	Payroll deduction	\$ 977.16
2327.2216-01	05/11/2018	City of Vincent Staff Social Club	Payroll deduction	\$ 508.00
2327.3133-01	05/11/2018	Depot Social Club	Payroll deduction	\$ 76.00
2327.6156-01	05/11/2018	Health Insurance Fund of WA	Payroll deduction	\$ 240.00
2327.8120-01	05/11/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 1,388.54
2328.2019-01	12/11/2018	Australia Post (Agency Commission)	Commission charges	\$ 491.09
2328.2029-01	12/11/2018	Bunnings Trade	Hardware supplies - various departments	\$ 482.61
2328.2030-01	12/11/2018	Benara Nurseries	Supply of plants	\$ 3,512.08
2328.2033-01	12/11/2018	BOC Limited	Forklift gas supplies - Depot	\$ 73.24
2328.2051-01	12/11/2018	Cleansweep (WA) Pty Ltd	Hire of road sweepers - various locations	\$ 563.75
2328.2053-01	12/11/2018	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 3,050.17
2328.2072-01	12/11/2018	Landgate	Land enquiries	\$ 51.40
2328.2106-01	12/11/2018	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 1,340.44
2328.2119-01	12/11/2018	Line Marking Specialists	Line marking services - various locations	\$ 9,043.10
2328.2120-01	12/11/2018	LO-GO Appointments	Temporary staff - Waste	\$ 3,367.78
2328.2122-01	12/11/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 732.49
2328.2126-01	12/11/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 6,891.50
2328.2134-01	12/11/2018	Midland Brick Company	Supply of brick pavers	\$ 2,035.70
2328.2136-01	12/11/2018	Mindarie Regional Council	Processable and non processable waste	\$ 108,538.80
2328.2188-01	12/11/2018	Running Bare Australia Pty Ltd	Merchandise - BPLC	\$ 3,819.75
2328.2189-01	12/11/2018	SAS Locksmiths	Key cutting & lock maintenance service - various locations	\$ 1,667.50
2328.2192-01	12/11/2018	Sigma Chemicals	Pool chemicals	\$ 3,194.18
2328.2195-01	12/11/2018	Civica Pty Limited	Licence renewal - online applications	\$ 3,644.92
2328.2200-01	12/11/2018	Sportsworld Of WA	Merchandise - BPLC	\$ 809.05
2328.2204-01	12/11/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 786.37
2328.2234-01	12/11/2018	Water Corporation	Water charges - various locations	\$ 18,127.91
2328.3001-01	12/11/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Corporate Services	\$ 4,024.31
2328.3030-01	12/11/2018	Rentokil Initial Pty Ltd	Pest control services - BPLC	\$ 1,893.06
2328.3034-01	12/11/2018	Sanax Medical & First Aid Supplies	First aid supplies - BPLC	\$ 235.53
2328.3038-01	12/11/2018	St John Ambulance Western Australia Ltd	First aid kit supplies and defibrillator pads - various	\$ 429.21
2328.3040-01	12/11/2018	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$ 1,131.90
2328.3057-01	12/11/2018	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 1,086.03
2328.3066-01	12/11/2018	The Royal Life Saving Society Western Australia Inc	Pool equipment - BPLC	\$ 364.00
2328.3091-01	12/11/2018	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 2,882.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.3092-01	12/11/2018	Flick Anticimex Pty Ltd T/As The Pest Guys (WA)	Pest control services - various locations	\$ 1,561.39
2328.3099-01	12/11/2018	Total Packaging WA Pty Ltd	Supply of dog litter bags	\$ 3,432.00
2328.3110-01	12/11/2018	Depiazzi	Supply of mulch	\$ 3,185.60
2328.3137-01	12/11/2018	WALGA	Staff training - managing contracts in Local Government	\$ 677.00
2328.3146-01	12/11/2018	KS Black Pty Ltd	Bore/pump maintenance - otterbine aerators	\$ 11,352.00
2328.3156-01	12/11/2018	Australian Plant Wholesalers	Supply of plants	\$ 1,848.00
2328.3170-01	12/11/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 4,094.60
2328.3190-01	12/11/2018	Coates Hire Operations Pty Ltd	Hire of mini excavator	\$ 297.18
2328.3215-01	12/11/2018	Les Mills Asia Pacific	Licence fees for fitness classes	\$ 1,553.41
2328.3239-01	12/11/2018	Award Contracting	Locating services - Anzac House	\$ 836.00
2328.3246-01	12/11/2018	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	\$ 572.00
2328.3299-01	12/11/2018	Baileys Fertilisers	Soil wetter supplies	\$ 10,696.40
2328.3315-01	12/11/2018	RPG Auto Electrics	Plant repairs and maintenance - various	\$ 444.13
2328.3337-01	12/11/2018	E Bentley	Reimbursement of expenses - workshop & digital music kit	\$ 142.55
2328.3410-01	12/11/2018	Allmark and Associates Pty Ltd	Name plate supplies	\$ 37.95
2328.3474-01	12/11/2018	CSP Group Pty Ltd	Plant repairs and maintenance - various	\$ 660.90
2328.3492-01	12/11/2018	West Australian Newspapers Limited	Newspapers for resale	\$ 342.18
2328.3496-01	12/11/2018	Orbit Health & Fitness Solutions Pty Ltd	Gym equipment supplies - BPLC	\$ 714.89
2328.3566-01	12/11/2018	Kelyn Training Services	Staff training - Basic worksite traffic management & control	\$ 480.00
2328.3613-01	12/11/2018	Donegan Enterprises Pty Ltd	Playground inspections and maintenance - various locations	\$ 2,365.00
2328.3636-01	12/11/2018	M E McKahey	Reimbursement of expenses - soft drinks for meetings	\$ 52.20
2328.3662-01	12/11/2018	Western Resource Recovery Pty Ltd	Grease trap maintenance - various locations	\$ 657.80
2328.3700-01	12/11/2018	Quality Traffic Management Pty Ltd	Traffic management services - Green Street	\$ 891.00
2328.3712-01	12/11/2018	Sports Turf Technology Pty Ltd	Annual groundwater monitoring report	\$ 1,996.50
2328.3757-01	12/11/2018	J & K Hopkins	Office furniture supplies - Admin	\$ 399.00
2328.3907-01	12/11/2018	A.T. Brine & Sons	Refund of infrastructure bond	\$ 2,000.00
2328.3913-01	12/11/2018	Kennards Hire	Equipment hire - various	\$ 105.00
2328.3929-01	12/11/2018	Chittering Valley Worm Farm	Worms and castings	\$ 110.00
2328.3943-01	12/11/2018	Cleanaway	Recycling contract	\$ 24,697.93
2328.3951-01	12/11/2018	NVMS Pty Ltd	Staff training - Local Government environmental noise course	\$ 2,530.00
2328.3957-01	12/11/2018	Elite Pool Covers Pty Ltd	Repairs to automatic pool cover roller - BPLC	\$ 4,919.00
2328.4161-01	12/11/2018	Instant Windscreens	Vehicle repairs and maintenance	\$ 120.00
2328.4214-01	12/11/2018	Kerbing West	Kerbing services - various locations	\$ 3,880.80
2328.4244-01	12/11/2018	Able Westchem	Supply of cleaning chemicals	\$ 370.26
2328.4367-01	12/11/2018	Academy Services WA Pty Ltd	Cleaning services - Admin	\$ 721.34
2328.4447-01	12/11/2018	Blackwoods	Personal protective equipment & hardware supplies - Depot	\$ 998.78
2328.4492-01	12/11/2018	Main Roads WA	Traffic signal modification & line marking - various locations	\$ 6,041.47
2328.4493-01	12/11/2018	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	\$ 7,166.50
2328.4627-01	12/11/2018	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 8,451.49

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.4727-01	12/11/2018	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 6,462.45
2328.4757-01	12/11/2018	Sacred Heart Primary School	Community grant funding - Watch this Space street art project	\$ 2,500.00
2328.4783-01	12/11/2018	Jackson McDonald	Legal services - Rates advice	\$ 2,849.00
2328.4807-01	12/11/2018	Fencemakers	Supply and install fence - Woodville Reserve	\$ 7,400.00
2328.4919-01	12/11/2018	David Gray & Co Pty Ltd	Weed control supplies	\$ 475.20
2328.4971-01	12/11/2018	Totally Workwear	Uniform supplies - various departments	\$ 3,659.35
2328.4995-01	12/11/2018	Town of Claremont	COV share for regional emergency services coordinator	\$ 21,100.00
2328.5080-01	12/11/2018	Repco	Auto part supplies	\$ 136.40
2328.5084-01	12/11/2018	ATF Services Pty Ltd	Security fence - various locations	\$ 724.46
2328.5193-01	12/11/2018	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 1,615.90
2328.5368-01	12/11/2018	Tamala Park Regional Council	Account for GST for sale of land	\$ 8,032.74
2328.5398-01	12/11/2018	Subaru Osborne Park	Vehicle service and repairs	\$ 534.50
2328.5598-01	12/11/2018	Total Eden Pty Ltd	Purchase of octave meters - BPLC	\$ 12,681.41
2328.5683-01	12/11/2018	Tourism Brochure Exchange	Distribution services - BPLC	\$ 165.00
2328.5773-01	12/11/2018	Dsatco Pty Ltd	Mulch supplies	\$ 1,198.50
2328.5989-01	12/11/2018	Lion Dairy and Drinks (LD&D) Australia Pty Ltd	Milk supplies	\$ 222.82
2328.6041-01	12/11/2018	Battery World Osborne Park	Supply of batteries	\$ 143.00
2328.6072-01	12/11/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 3,348.70
2328.6184-01	12/11/2018	Data 3	Annual licence renewal - Trend micro smart protection	\$ 17,072.49
2328.6218-01	12/11/2018	Devco Builders	Maintenance and repairs - various locations	\$ 44,247.87
2328.6259-01	12/11/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - various locations	\$ 2,933.70
2328.6269-01	12/11/2018	City of Nedlands	Staff training - Authority & resource management scheduling	\$ 1,137.84
2328.6383-01	12/11/2018	WC Convenience Management Pty Ltd	Maintenance exelooos - various locations	\$ 3,992.44
2328.6390-01	12/11/2018	Eric Hood Pty Ltd	Painting services - Admin	\$ 7,309.50
2328.6451-01	12/11/2018	MizCo	Air conditioning maintenance and repairs - DSR	\$ 20,119.00
2328.6455-01	12/11/2018	The BBQ Man	Bin, BBQ & pressure cleaning services - various locations	\$ 7,070.68
2328.6468-01	12/11/2018	Scarboro Toyota	Purchase of vehicle	\$ 27,546.86
2328.6497-01	12/11/2018	Lazco	Fridge repairs - Britannia Reserve Pavilion	\$ 2,172.89
2328.6650-01	12/11/2018	Thrifty Car Rental	Bus hire for garden competition judging	\$ 290.99
2328.6712-01	12/11/2018	Joe Crisafio Kia	Vehicle service and repairs	\$ 520.00
2328.6733-01	12/11/2018	1905 Coffee on Newcastle	Catering services - Council meetings	\$ 211.00
2328.6781-01	12/11/2018	Sean Cappeau	Installation of stickers on signage - nib stadium	\$ 1,221.00
2328.6903-01	12/11/2018	APARC	Central management system licensing; meter maintenance	\$ 10,834.92
2328.7073-01	12/11/2018	Atom Supply	Personal protective equipment - Hats	\$ 343.60
2328.7118-01	12/11/2018	C Wood Distributors	Beatty Park Café supplies	\$ 1,051.05
2328.7168-01	12/11/2018	Christou Nominees Pty Ltd	Design advisory fee	\$ 550.00
2328.7189-01	12/11/2018	Steann Pty Ltd	Collect and dispose of illegally dumped goods	\$ 825.00
2328.7282-01	12/11/2018	Rubek Automatic Doors	Repair automatic door - various locations	\$ 616.00
2328.7335-01	12/11/2018	Canningvale Flooring Xtra	Supply & install carpet tiles - North Perth Child Health Centre	\$ 4,196.50

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.7399-01	12/11/2018	Briskleen Supplies	Toiletry and cleaning products - BPLC	\$ 2,002.98
2328.7445-01	12/11/2018	Scott Print	Printing services - postcards and posters	\$ 479.60
2328.7477-01	12/11/2018	Expo Group	Printing services - various departments	\$ 4,065.60
2328.7481-01	12/11/2018	Regents Commercial	Variable outgoings - Barlee Street car park	\$ 6,683.38
2328.7561-01	12/11/2018	Allcare Monitoring Services	After hour calls service	\$ 1,560.00
2328.7572-01	12/11/2018	Compu-Stor	Records digitisation and off-site storage	\$ 1,253.97
2328.7593-01	12/11/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 209.00
2328.7605-01	12/11/2018	Centropak	Beatty Park Café supplies	\$ 1,058.75
2328.7657-01	12/11/2018	Shape Design	Graphic design service - Illegal dumping campaign	\$ 822.25
2328.7664-01	12/11/2018	Raymond Sleeman	Fitness instructor fees	\$ 227.36
2328.7733-01	12/11/2018	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 2,319.90
2328.7736-01	12/11/2018	Buggy Buddys Pty Ltd	Brand builder advertising package - BPLC	\$ 1,375.00
2328.7776-01	12/11/2018	Aqueo Import & Distribution Pty Ltd	Merchandise - BPLC	\$ 657.36
2328.7950-01	12/11/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 272.25
2328.7955-01	12/11/2018	Synergy	Electricity and gas charges - various locations	\$ 34,122.05
2328.7967-01	12/11/2018	CS Legal	Debt recovery services	\$ 2,167.95
2328.8040-01	12/11/2018	Wilson Security	Security services - various locations	\$ 214.50
2328.8051-01	12/11/2018	Planning Institute Australia	PIA WA 2018 awards presentation ceremony	\$ 1,393.00
2328.8108-01	12/11/2018	Leo Heaney Pty Ltd	Street tree services - various locations	\$ 27,979.60
2328.8116-01	12/11/2018	A M Curtin	Reimbursement of expenses - purchases for Halloween event	\$ 101.20
2328.8118-01	12/11/2018	Vendpro	Vending machine hire - BPLC	\$ 235.40
2328.8129-01	12/11/2018	Alexander Colquhoun & Son Pty Ltd	Supply of green waste bags	\$ 5,324.00
2328.8307-01	12/11/2018	MessageMedia	SMS integrating for Phoenix	\$ 149.83
2328.8369-01	12/11/2018	Technology One Ltd	GIS consulting services	\$ 902.00
2328.8420-01	12/11/2018	Corsign WA Pty Ltd	Sign supplies - various locations	\$ 621.50
2328.8468-01	12/11/2018	Innovations Catering	Catering services - Council meeting & TPRC dinner	\$ 1,659.00
2328.8498-01	12/11/2018	Wheeler Books	Library books	\$ 829.71
2328.8523-01	12/11/2018	Stephen Carrick Architects Pty Ltd	Design advisory fee	\$ 440.00
2328.8542-01	12/11/2018	Window Shading Solutions Pty Ltd	Supply & install blinds - Admin	\$ 3,382.00
2328.8547-01	12/11/2018	AWB Building Co.	Plumbing services - various locations	\$ 3,720.58
2328.8580-01	12/11/2018	Peta Roebuck	Artist fee - Chatsworth Deli design submission	\$ 250.00
2328.8585-01	12/11/2018	Kuditj (as a partner of Sodexo)	Catering services - Citizenship ceremony	\$ 1,903.00
2328.8586-01	12/11/2018	Tree Amigos	Street trees & parks pruning/removal - various locations	\$ 295.77
2328.8593-01	12/11/2018	Colleagues Nagels	Integrated transferable parking permits	\$ 164.12
2328.8620-01	12/11/2018	Boyan Electrical Services	Electrical services - various locations	\$ 17,281.42
2328.8645-01	12/11/2018	Domain Catering Pty Ltd	Catering services - Solar PV community workshop	\$ 680.00
2328.8646-01	12/11/2018	Apollo Plumbing and Gas Pty Ltd	Plumbing services - BPLC	\$ 1,180.00
2328.8665-01	12/11/2018	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 620.00
2328.8671-01	12/11/2018	Design Right Pty Ltd	Design services - Forrest Park Croquet Club	\$ 3,850.00



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.8672-01	12/11/2018	Brownes Foods Operations Pty Ltd	Beatty Park Café supplies	\$ 1,091.83
2328.8694-01	12/11/2018	Nordic Fitness Equipment	Cleaning wipes for gym	\$ 995.00
2328.8708-01	12/11/2018	Perth Office Equipment Repairs	Supply of laminating film - Library	\$ 154.00
2328.8737-01	12/11/2018	Unilever Australia Ltd	Beatty Park Café supplies	\$ 3,551.29
2328.8757-01	12/11/2018	Suez Recycling & Recovery (Perth) Pty Ltd	Recycling contract	\$ 84,060.50
2328.8763-01	12/11/2018	StrataGreen	Soil wetter supplies	\$ 5,642.38
2328.8765-01	12/11/2018	Bowden Tree Consultancy	Arboricultural services - various locations	\$ 858.00
2328.8770-01	12/11/2018	Perth City Glass	Glass repair services - Loftus Community Centre	\$ 675.00
2328.8810-01	12/11/2018	Australia Post	Postage charges	\$ 9,753.50
2328.8821-01	12/11/2018	My Media Intelligence Pty Ltd	Media monitoring	\$ 694.72
2328.8845-01	12/11/2018	Gymcare	Gym equipment repairs and maintenance	\$ 344.10
2328.8854-01	12/11/2018	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 2,030.49
2328.8859-01	12/11/2018	Ferret Boilermaking	Remove & dispose of skate board ramp - Oxford Park	\$ 6,644.00
2328.8915-01	12/11/2018	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 61.00
2328.8920-01	12/11/2018	Assured Certification Services	Certification services - Braithwaite Park ablutions	\$ 550.00
2328.8938-01	12/11/2018	Atmos Foods Pty Ltd	Beatty Park Café supplies	\$ 237.60
2328.8947-01	12/11/2018	SPP Group WA Pty Ltd	Mechanical consultancy - North Perth Town Hall	\$ 10,725.00
2328.8954-01	12/11/2018	M.A. Lalli & Associates	Structural inspection & report - Braithwaite Hall	\$ 935.00
2328.8959-01	12/11/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 13,279.62
2328.8964-01	12/11/2018	New Dimension Mechanical Services	Air conditioning repairs - BPLC	\$ 239.25
2328.8970-01	12/11/2018	Gay and Lesbian Singers of Western Australia	Community grant funding - Stories from a gay choir project	\$ 3,780.00
2328.8976-01	12/11/2018	Stott Hoare	Computer restocking fee	\$ 134.81
2328.8987-01	12/11/2018	Matt Biocich	Photography services - Girls in sport	\$ 315.00
2328.8989-01	12/11/2018	Allflow Industrial	Oil and water separator repairs	\$ 287.05
2328.8991-01	12/11/2018	Securus	Security services - Depot	\$ 227.50
2328.9009-01	12/11/2018	Event Artillery	Christmas tree for Seniors lunch	\$ 340.00
2328.9030-01	12/11/2018	The Event Mill	Park bench hire - Remembrance Day	\$ 2,376.00
2328.9056-01	12/11/2018	Dalin Electrical Controls	Service geothermal system - BPLC	\$ 1,600.50
2328.9163-01	12/11/2018	UDLA	Architectural consultancy - Banks Reserve master plan	\$ 4,323.00
2328.9187-01	12/11/2018	Ward Packaging	Supply of paper cups	\$ 160.60
2328.9227-01	12/11/2018	Sport and Leisure Solutions Pty Ltd	Facility management & business performance review - BPLC	\$ 22,000.00
2328.9263-01	12/11/2018	Zimbulis Foods	Beatty Park Café supplies	\$ 715.87
2328.9286-01	12/11/2018	Manic Botanic (Manic WA Pty Ltd)	Supply of wreath for Remembrance Day	\$ 300.00
2328.9323-01	12/11/2018	Sid Thoo	Design advisory fee	\$ 440.00
2328.9369-01	12/11/2018	K Roach	Fitness instructor fees	\$ 341.04
2328.9417-01	12/11/2018	A Duckworth-Smith	Design advisory fee	\$ 400.00
2328.9572-01	12/11/2018	CSE Crosscom Pty Ltd	Supply of hand held radio & accessories for Noongar patrol	\$ 1,335.40
2328.9576-01	12/11/2018	Mount Lawley Art Framers	Stretching of community art canvas	\$ 187.00
2328.9643-01	12/11/2018	Paintinspec	Painting inspection of structural steelwork - BPLC	\$ 550.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.9644-01	12/11/2018	Department of Planning Lands and Heritage	Amended DAP fees	\$ 5,603.00
2328.9652-01	12/11/2018	Perth Auto Alliance Pty Ltd	Vehicle service and repairs	\$ 360.00
2328.9694-01	12/11/2018	Conway Highbury Pty Ltd	Statutory review of City's wards and representation	\$ 1,980.00
2328.9760-01	12/11/2018	Office National Perth	Purchase of magnetic frame - Library	\$ 269.80
2328.9767-01	12/11/2018	Professional Search Group Australia	Temporary employment - Corporate Services	\$ 11,393.91
2328.9779-01	12/11/2018	DND Building Co Pty Ltd	Refund of infrastructure bond	\$ 275.00
2328.9790-01	12/11/2018	S Bone	Refund of hall bond	\$ 2,500.00
2328.9791-01	12/11/2018	Enzed Malaga	Plant repairs and maintenance	\$ 1,433.85
2328.9794-01	12/11/2018	Bluegum Bay Pty Ltd	Rates refund - overpayment	\$ 2,936.21
2328.9795-01	12/11/2018	T D Twynham	Rates refund - property settlement	\$ 1,524.50
2328.9799-01	12/11/2018	Movies By Burswood Inc	Sponsorship - Pop up cinema community event	\$ 24,200.00
2328.9800-01	12/11/2018	Rio Lane Pty Ltd	Rates refund - overpayment	\$ 809.71
2328.9801-01	12/11/2018	R W Proud	Rates refund - due to pension rebate	\$ 514.33
2328.9803-01	12/11/2018	CAI Fences	Supply chainmesh fencing & gates - Woodville Reserve	\$ 12,925.00
2328.9805-01	12/11/2018	The Rare Flower	Catering services - staff Christmas function	\$ 900.00
2328.9806-01	12/11/2018	The Little Bar Cart	Bar cart for staff Christmas function	\$ 2,134.00
2328.9810-01	12/11/2018	J Colli	Reimbursement of expenses - team lunch	\$ 274.50
2328.9812-01	12/11/2018	Seaspray Catering	Catering services - Parks team building event	\$ 792.00
2328.9813-01	12/11/2018	LSV Borrello Lawyers	Legal services - Dividing fence advice	\$ 2,013.00
2328.9814-01	12/11/2018	Arcus Refrigeration Service Pty Ltd	Service dishwasher - Admin	\$ 426.25
2328.9815-01	12/11/2018	W Wei	Part refund of Beatty Park Leisure Centre	\$ 48.96
2328.9816-01	12/11/2018	D Shepherd	Part refund of Beatty Park Leisure Centre	\$ 305.37
2328.9817-01	12/11/2018	L Shryock	Part refund of Beatty Park Leisure Centre	\$ 361.50
2328.9818-01	12/11/2018	D Byles	Refund of overpaid parking ticket	\$ 34.84
2328.9819-01	12/11/2018	Youth With A Mission (Perth) Inc	Community grant funding - 2018 Carols by Candlelight	\$ 560.00
2328.9820-01	12/11/2018	L Millstead	Refund of grounds bond	\$ 250.00
2328.9821-01	12/11/2018	Brady St Music Inc	Community grant funding - Eat, learn, play program	\$ 3,377.00
2328.9822-01	12/11/2018	S Hodges	Part refund of Beatty Park Leisure Centre	\$ 257.13
2328.9823-01	12/11/2018	D Chen	Part refund of Beatty Park Leisure Centre	\$ 429.26
2328.9824-01	12/11/2018	M Lee	Part refund of Beatty Park Leisure Centre	\$ 380.00
2328.9826-01	12/11/2018	P D & D Crogan	Refund of infrastructure bond	\$ 3,000.00
2328.9827-01	12/11/2018	Ardman Developments Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
2328.9828-01	12/11/2018	Design Renovate Pty Ltd	Refund of infrastructure bond	\$ 2,500.00
2328.9829-01	12/11/2018	T Le	Refund of infrastructure bond	\$ 3,000.00
2328.9830-01	12/11/2018	RU Development Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
2328.9831-01	12/11/2018	Bacic Group	Refund of infrastructure bond	\$ 3,000.00
2328.9832-01	12/11/2018	Advanced Specialised Builders	Refund of infrastructure bond	\$ 2,000.00
2328.9833-01	12/11/2018	C M Boyne	Refund of infrastructure bond	\$ 1,000.00
2328.9834-01	12/11/2018	R Nelson	Part refund of dog registration	\$ 30.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2328.9836-01	12/11/2018	J Wells	Donation - World Anthem recording	\$ 350.00
2328.9838-01	12/11/2018	The Gaelic Games Junior Academy of WA	Refund of grounds bond	\$ 300.00
2328.9839-01	12/11/2018	Goodwill Homes	Refund of infrastructure bond	\$ 2,000.00
2328.9840-01	12/11/2018	GMF Contractors Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
2328.9841-01	12/11/2018	N Dabag	Refund of infrastructure bond	\$ 2,000.00
2328.9842-01	12/11/2018	A R Wiggett	Refund of infrastructure bond	\$ 1,000.00
2328.9843-01	12/11/2018	D & A Salomone	Refund of infrastructure bond	\$ 2,000.00
2328.9844-01	12/11/2018	N Brooks	Reimbursement of expenses - tablecloths	\$ 45.00
2328.9847-01	12/11/2018	E Parkinson	Rates refund - property settlement	\$ 1,300.52
2328.9850-01	12/11/2018	S Schreck	Reimbursement of expenses - TravelSmart breakfast	\$ 56.24
2328.9851-01	12/11/2018	A Bargain Bin	Skip bin hire - Lane Street	\$ 1,600.00
2328.9852-01	12/11/2018	Picton Press Pty Ltd (Administrators Appointed)	Printing services - Admin	\$ 346.45
2330.9209-01	12/11/2018	Mercer Spectrum	Superannuation	\$ 11,956.06
2330.9437-01	12/11/2018	SuperChoice Services Pty Ltd	Superannuation	\$ 212,295.09
				<b>\$ 3,498,680.05</b>
<b>Direct Debit</b>				
Credit Card		Commonwealth Bank	Full listing in Attachment 3	<b>\$ 6,499.05</b>
Lease Fees	02/11/2018	Neopost 1659932	Franking machine	<b>\$ 385.00</b>
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre,	<b>\$ 148,540.85</b>
			Loftus Underground Carpark, Beatty Park Leisure Centre	
Bank Fees and Charges		Commonwealth Bank	Bank fees	<b>\$ 28,556.32</b>
<b>Total Direct Debit</b>				<b>\$ 183,981.22</b>

Creditors Report - Payments by Cheque 17/10/2018 to 13/11/18				
<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00082434	24/10/2018	Magistrates Court Perth WA	Payment of 7 parking prosecution hearing notices	\$ 898.10
00082435	24/10/2018	B Johnson	Part refund of dog registration	\$ 7.50
00082436	24/10/2018	G Haynes	Part refund of Beatty Park Leisure Centre fees	\$ 882.00
00082437	26/10/2018	G Cooper	2018 garden competition winner	\$ 500.00
00082438	26/10/2018	L Quinn	2018 garden competition winner	\$ 300.00
00082439	26/10/2018	E Parker	2018 garden competition winner	\$ 200.00
00082440	26/10/2018	E Parker	2018 garden competition winner	\$ 250.00
00082441	26/10/2018	G Hallett & D Smart	2018 garden competition winner	\$ 150.00
00082442	26/10/2018	E Carr	2018 garden competition winner	\$ 100.00
00082443	26/10/2018	E Sinclair & M Drobek	2018 garden competition winner	\$ 250.00
00082444	26/10/2018	D Watts	2018 garden competition winner	\$ 150.00
00082445	26/10/2018	P Faraone	2018 garden competition winner	\$ 100.00
00082446	26/10/2018	J & T Bruins	2018 garden competition winner	\$ 250.00
00082447	26/10/2018	L Hinton	2018 garden competition winner	\$ 150.00
00082448	26/10/2018	G Neindorf	2018 garden competition winner	\$ 100.00
00082449	26/10/2018	C Montgomery	2018 garden competition winner	\$ 250.00
00082450	26/10/2018	K Hicks	2018 garden competition winner	\$ 150.00
00082451	26/10/2018	J Malik	2018 garden competition winner	\$ 100.00
00082452	26/10/2018	Stomp Coffee - C Watt	2018 garden competition winner	\$ 250.00
00082453	26/10/2018	Babylon Cafe - S Adonis	2018 garden competition winner	\$ 150.00
00082454	26/10/2018	Chinta - R Smith	2018 garden competition winner	\$ 100.00
00082455	26/10/2018	P & D Burgess	2018 garden competition winner	\$ 500.00
00082456	26/10/2018	C & F Leuenberger	2018 garden competition winner	\$ 300.00
00082457	26/10/2018	S Woodley	2018 garden competition winner	\$ 200.00
00082458	07/11/2018	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 321.50
00082459	07/11/2018	Petty Cash - Finance	Petty cash recoup	\$ 341.85
00082460	07/11/2018	Petty Cash - Library	Petty cash recoup	\$ 323.75
00082461	07/11/2018	Petty Cash - CEO	Petty cash recoup	\$ 185.30
00082462	07/11/2018	Sacred Heart Primary School	Student citizenship award 2018	\$ 300.00
00082463	07/11/2018	Highgate Primary School	Student citizenship award 2018	\$ 300.00
00082464	07/11/2018	Kyilla Primary School	Student citizenship award 2018	\$ 300.00
00082465	07/11/2018	North Perth Primary School	Student citizenship award 2018	\$ 300.00
00082466	07/11/2018	Aranmore Catholic Primary School	Student citizenship award 2018	\$ 300.00
00082467	07/11/2018	Mount Hawthorn Primary School	Student citizenship award 2018	\$ 300.00
00082468	07/11/2018	D De Fretes	Refund of inspection fee paid twice	\$ 80.00

<b><i>Creditor</i></b>	<b><i>Date</i></b>	<b><i>Payee</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
00082469	07/11/2018	Mount Hawthorn Education Support Centre	Student citizenship award 2018	\$ 300.00
00082470	12/11/2018	Petty Cash - Library	Petty cash float increase	\$ 200.00
<b>Total Nett Cheque Payments</b>				<b>\$ 9,840.00</b>



Credit Card Transactions for the Period 06 October 2018 - 06 November 2018				
<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Director Corporate Services	17/10/2018	Coles	Catering - Travelsmart breakfast	318.75
	02/11/2018	SAI Global Limited	Australian standards	341.12
	02/11/2018	CV Check	CV check - Leederville Gardens appointees	106.59
				<b>\$ 766.46</b>
Director Community Engagement	12/10/2018	Dan Murphys	Beverage supplies - Council functions	338.85
	16/10/2018	Allstamps	Purchase of CEO stamp	34.28
	02/11/2018	CPP Cultural Centre	Parking - WAMCon industry breakfast	8.08
				<b>\$ 381.21</b>
Manager Community Partnerships	30/10/2018	DBCA	Library magazine subscription	30.00
	30/10/2018	Magshop	Library magazine subscription	74.99
	30/10/2018	Lions Roar magazine	Library magazine subscription	63.54
	30/10/2018	International transaction fee	Library magazine subscription	1.59
	31/10/2018	K Mart	Library supplies	292.00
				<b>\$ 462.12</b>
Manager Marketing and Communications	10/10/2018	Mailchimp.com	Email campaign	300.05
	12/10/2018	Balcatta Cash & Carry	Supplies - Angove Street Halloween event	150.70
	12/10/2018	Workpower Incorporated	Couch and lounge chairs - Outdoor cinema	70.00
	12/10/2018	Spotlight	Supplies - Angove Street Halloween event	45.93
	16/10/2018	Spotlight	Table cloth - Council function	316.89
	19/10/2018	Dropbox	Yearly subscription - sending data	152.90
	25/10/2018	STK Shutterstock	Subscription	108.90
	26/10/2018	Perth Police Station	Road closure - Buxton Street for Halloween event	80.90
	31/10/2018	Spudshed	Supplies - Angove Street Halloween event	10.43
	31/10/2018	Facebook	Advertising	172.85
	31/10/2018	Facebook	Advertising	46.65
	31/10/2018	International transaction fee	Advertising	1.17
	31/10/2018	Doyles Fancy	Hire of Halloween costumes - Angove St event	607.25
	01/11/2018	Createsend.com	Email campaign	32.01
	03/11/2018	Doyles Fancy	Refund for Halloween costumes - Angove St event	- 150.00
	06/11/2018	CPP Council House	Parking - City of Perth meeting	5.05
	06/11/2018	CPP Council House	Parking - City of Perth meeting	5.05
				<b>\$ 1,956.73</b>

<i><b>Card Holder</b></i>	<i><b>Date</b></i>	<i><b>Payee</b></i>	<i><b>Description</b></i>	<i><b>Amount</b></i>
Manager Human Resources	10/10/2018	ASIC	Company search	9.00
	16/10/2018	Identity Matters	Garden competition prizes - mats	1,741.74
	18/10/2018	Manic Botanic Flowers	Flowers for a 100th birthday - refer policy 4.1.28	80.00
	18/10/2018	ASIC	Company search	9.00
	19/10/2018	ASIC	Company search	9.00
	24/10/2018	STG WACA Events	Business bash social cricket - Leederville Oval	500.00
	26/10/2018	STG WACA Events	Business bash social cricket - Leederville Oval	500.00
	29/10/2018	Officeworks	Stationery supplies - Employee engagement survey	74.79
	01/11/2018	ASIC	Company search	9.00
				<b>\$ 2,932.53</b>
<b>Total Corporate Credit Cards</b>				<b>\$ 6,499.05</b>

**11.3 FINANCIAL STATEMENTS AS AT 31 OCTOBER 2018****TRIM Ref:** D18/178449**Author:** Nilesh Makwana, Accounting Officer**Authoriser:** Kerry Batten, Director Corporate Services**Attachments:** 1. Financial Statements as at 31 October 2018  **RECOMMENDATION:**

That Council **RECEIVES** the financial statements for the month ended 31 October 2018 as shown in Attachment 1.

**PURPOSE OF REPORT:**

To present the financial statements for the period ended 31 October 2018.

**BACKGROUND:**

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the budget.

A statement of financial activity report is to be in a form that sets out:

- the annual budget estimates;
- budget estimates for the end of the month to which the statement relates;
- actual amounts of expenditure, revenue and income for the end of the month to which the statement relates;
- material variances between the year-to-date income and expenditure; and
- other supporting notes and other information that the local government considers will assist in the interpretation of the report.

In addition to the above, under Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, each financial year a local government is to adopt a percentage of value, calculated in accordance with the relevant accounting standard, to be used in statements of financial activity for reporting material variances.

**DETAILS:**

The following documents, included as **Attachment 1** represent the Statement of Financial Activity for the period ending 31 October 2018:

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature and Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-64
5.	Capital Expenditure and Funding and Capital Works Schedule	65-77
6.	Cash Backed Reserves	78
7.	Rating Information and Graph	79-80
8.	Debtor Report	81
9.	Beatty Park Leisure Centre Financial Position	82

The following table provides a summary view of the year to date actual, compared to the adopted and year to date budget.

### Summary of Financial Activity by Program as at 31 October 2018

	Revised Budget 2018/19 \$	YTD Budget 2018/19 \$	YTD Actual 2018/19 \$	Variance 2018/19 \$	Variance 2018/19 %
<b>REVENUE</b>	23,398,772	7,990,415	7,993,210	2,795	0%
<b>EXPENDITURE</b>	(59,698,331)	(16,295,475)	(15,164,100)	1,131,375	-7%
<b>NET OPERATING EXCLUDING RATES</b>	<b>(36,299,559)</b>	<b>(8,305,060)</b>	<b>(7,170,890)</b>	<b>1,134,170</b>	<b>-14%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	15,034	15,034	0%
Add Back Depreciation	10,289,210	13,310	0	(13,310)	-100%
(Profit)/Loss on Asset Disposals	(687,908)	(114,837)	0	114,837	-100%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,601,302</b>	<b>(101,527)</b>	<b>15,034</b>	<b>116,561</b>	<b>-115%</b>
<b>INVESTING ACTIVITIES</b>	1,829,854	657,334	430,987	(226,347)	-34%
Non-Operating Grants, Subsidies and Contributions					
Capital Expenditure	(14,949,424)	(4,149,916)	(2,386,872)	1,763,044	-42%
Proceeds from Joint Venture Operations	583,333	0	0	0	0%
Proceeds from Disposal of assets	475,000	166,000	101,559	(64,441)	-39%
	<b>(12,061,237)</b>	<b>(3,326,582)</b>	<b>(1,854,326)</b>	<b>1,472,256</b>	<b>-44%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments Loan Capital	(1,017,424)	(307,474)	(307,475)	(1)	0%
Proceeds from New Debentures	\$428,000	0	0	0	0%
Transfers from Reserves	1,546,190	237,190	97,923	(139,267)	-59%
Transfers to Reserves	(1,542,713)	(599,498)	(207,758)	391,740	-65%
	<b>(585,947)</b>	<b>(669,782)</b>	<b>(417,310)</b>	<b>252,472</b>	<b>-38%</b>
Plus: Surplus/(Deficiency) brought forward 1 July 2018	4,829,483	4,829,483	5,524,405	694,922	14%
	<b>(34,515,958)</b>	<b>(7,573,468)</b>	<b>(3,903,088)</b>	<b>3,670,381</b>	<b>-48%</b>
Surplus/(Deficiency) Before General Rates	34,717,855	34,467,855	34,315,366	(152,489)	0%
Total amount raised from General Rates					
Restricted Grant	0	0	0	0	0%
<b>NET CURRENT ASSETS at JULY 31 C/FWD - SURPLUS/(DEFICIT)</b>	<b>201,897</b>	<b>26,894,387</b>	<b>30,412,279</b>	<b>3,517,892</b>	<b>13%</b>

**Comments on the statement of financial activity as at Attachment 1:****Operating Revenue**

There is a difference in classification of revenue reported by Program and by Nature and Type. Operating revenue by Program reporting includes 'Profit on sale of assets', however this is excluded in the Nature and Type report and 'Rates' revenue is added.

Revenue by Program is showing a variance of \$2,795. This is due to:

- Community Amenities - \$282,405, largely due to timing difference for additional rubbish services of \$122,795 and development application fees which have exceeded year to date budget by \$99,663; and
- Recreation and Culture – (\$151,505), largely due to lower revenue in Beatty Park membership by (\$53,895), Café – Sale of food is low by (\$21,157).

Operating revenue as presented on the 'Nature and Type' report (Page 4 of **Attachment 1**) is showing zero variance.

**Operating Expenditure**

Expenditure by Program is showing a positive variance of 7% (\$1,131,375) as a result of underspending in most programs.

Similarly, the operating expenditure listed under the Nature and Type report reflects a corresponding favourable variance of 7%, with the largest variances in:

- Materials and Contracts (\$1,014,886 favourable), where the variance is due to timing on works and receipt of invoices;
- Employee costs (\$162,903 unfavourable), where the variance is largely due to seasonal labour requirements; and
- Internal allocations (\$574,600 favourable). Internal allocations methodology is currently being reviewed for accuracy and doesn't affect actual expenditure.

**Transfer from Reserves**

Transfers from Reserves is aligned with the timing of capital works projects that are reserve funded.

**Capital expenditure**

The variance is attributed to timing on commencement of the projects. For further detail, refer to Note 5 on **Attachment 1**.

**Transfer to Reserves**

Transfer to reserves as appropriate have been completed as at 31 October.

**Opening surplus brought forward - 2018/19**

The actual opening net surplus position brought forward for 2018/19 is \$5,524,405 as stated in the recently audited 2017/2018 financials. The estimated budgeted opening surplus position for 2018/19 was \$4,829,483. Administration will adjust the opening surplus position during the December 2018 budget review process.

**Closing surplus 2018/19**

There is currently a surplus of \$30,412,279 compared to the year to date budget surplus of \$26,894,387. This variance is substantially attributed to the positive variance in operating expenditure and underspend in capital against budget.

An explanation of each report within the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:



**1. Statement of Financial Activity by Program Report (Note 1 Page 1)**

This statement of financial activity shows operating revenue and expenditure classified by Program.

**2. Statement of Comprehensive Income by Nature and Type Report (Note 2 Page 4)**

This statement of financial activity shows operating revenue and expenditure classified by Nature and Type.

**3. Net Current Funding Position (Note 3 Page 5)**

Net current assets is the difference between the current assets and current liabilities, less committed assets and restricted assets. The net current funding position as at 31 October 2018 is \$30,412,279.

**4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 64)**

This statement shows a summary of operating revenue and expenditure by service unit.

**5. Capital Expenditure and Funding Summary (Note 5 Page 65 - 77)**

The following table is a summary of the '2018/2019 Capital Expenditure Budget by Program', which compares year to date budget with actual expenditure to date. The full capital works program is listed in detail in Note 5 of **Attachment 1**.

EXPENDITURE	Adopted Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Land and Buildings	2,729,200	571,200	348,125	87%
Infrastructure Assets	7,939,502	2,666,404	1,642,647	79%
Plant and Equipment	3,085,811	414,401	196,420	94%
Furniture and Equipment	1,194,911	497,911	199,680	83%
<b>Total</b>	<b>14,949,424</b>	<b>4,149,916</b>	<b>2,386,872</b>	<b>84%</b>

FUNDING	Adopted Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Own Source Funding - Municipal	11,098,380	3,089,392	1,756,403	84%
Cash Backed Reserves	1,546,190	237,190	97,923	94%
Capital Grant and Contribution	1,829,854	657,334	430,987	76%
Other (Disposals/Trade In)	475,000	166,000	101,559	79%
<b>Total</b>	<b>14,949,424</b>	<b>4,149,916</b>	<b>2,386,872</b>	<b>84%</b>

*Note: Detailed analysis is included on page 65 - 77 of Attachment 1.*

\* Infrastructure assets increased by \$160,000 based on Council decision 16 October 2018.

**6. Cash Backed Reserves (Note 6 Page 78)**

The Cash Backed Reserves schedule details movements in the reserves, including transfers and funds used, and compares actual results with the annual budget. The balance as at 31 October 2018 is \$11,541,805.

**7. Rating Information (Note 7 Page 79 – 80)**

The notices for rates and charges levied for 2018/19 were issued on 26 July 2017.

*The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

First Instalment	31 August 2018
Second Instalment	31 October 2018
Third Instalment	04 January 2019
Fourth Instalment	04 March 2019

To cover the costs involved in providing the instalment program the following charge and interest rates apply:

Instalment administration charge (to apply to second, third, and fourth instalment)	\$13.00 per instalment
Instalment interest rate	5.5% per annum
Late payment penalty interest	11% per annum

Pensioners registered with the City for rate concessions do not incur the above interest or charge.

The Rates debtors balance to be collected as at 31 October 2018 is \$11,950,414 (this includes deferred rates of \$104,528). This represents 33.54% of collectable income compared to 35.08% at the same time last year.

#### **8. Receivables (Note 8 Page 81)**

Receivables of \$2,175,681 are outstanding as at 31 October 2018, of which \$1,758,486 has been outstanding over 90 days. This is comprised of:

- \$1,143,461 (65.0%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to Fines Enforcement Registry (FER), which then collects the outstanding balance for a fee.

Due to the age analysis of infringement debtors, Administration has increased the provision of doubtful debts for infringement debtors and has also transferred a significant amount (\$1,066,403) of infringement debtors to long term debtors.

- \$319,433 (18.2%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year; and
- \$78,047 (16.8%) relates to Other Receivables, refer to attachment - page 81.

Administration has been following up outstanding items which relate to Other Receivables by issuing reminders when they are overdue and initiating formal debt collection when payments remain outstanding over longer periods of time.

#### **9. Beatty Park Leisure Centre – Financial Position Report (Note 9 Page 82)**

As at 31 October 2018 the operating deficit for the centre was \$591,305 in comparison to the year to date budgeted deficit of \$739,775.

Note: Actual deficit would be \$752,535 if the duplicate journal was not posted as per the comment on page 22 of **attachment 1**.

#### **10. Explanation of Material Variances**

All material variances as at 31 October 2018 have been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$20,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget or where that variance exceeds \$20,000 (+/-). This threshold was adopted by Council as

part of the budget adoption for 2018/19 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

**CONSULTATION/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

*Section 6.4 of the Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

*Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996* requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted Annual Budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates.

*Section 6.8 of the Local Government Act 1995*, specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Provision of monthly financial reports fulfils a statutory requirement.

**STRATEGIC IMPLICATIONS:**

This recommendation aligns with the “Innovative and Accountable” priority in the City’s Strategic Community Plan 2018 – 2028:

*“The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

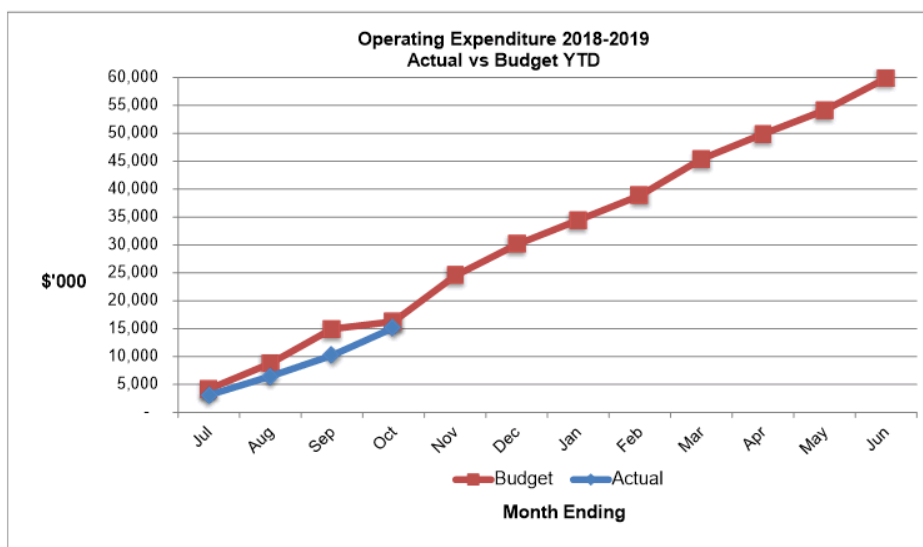
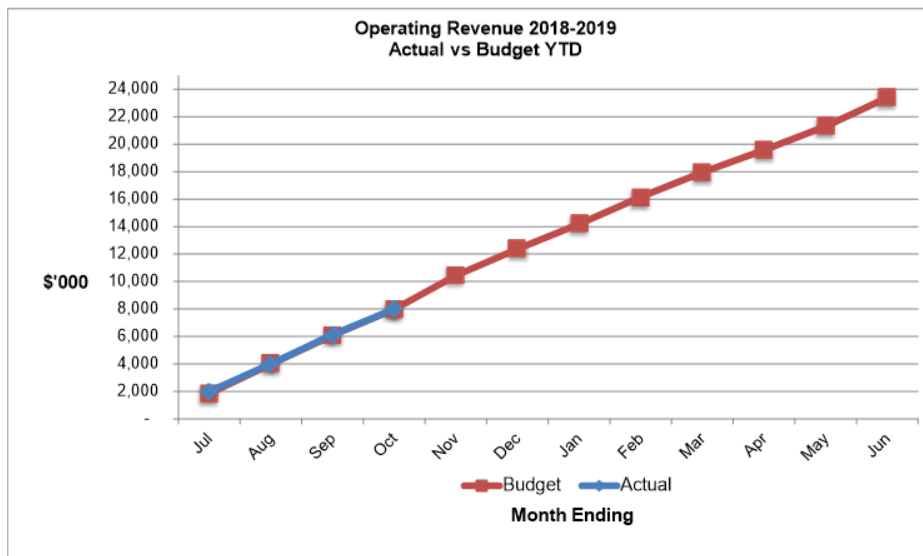
All expenditure included in the Financial Statements is incurred in accordance with Council’s adopted budget.

**CITY OF VINCENT**  
**NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY**  
**BY PROGRAM**  
**AS AT 31 OCTOBER 2018**



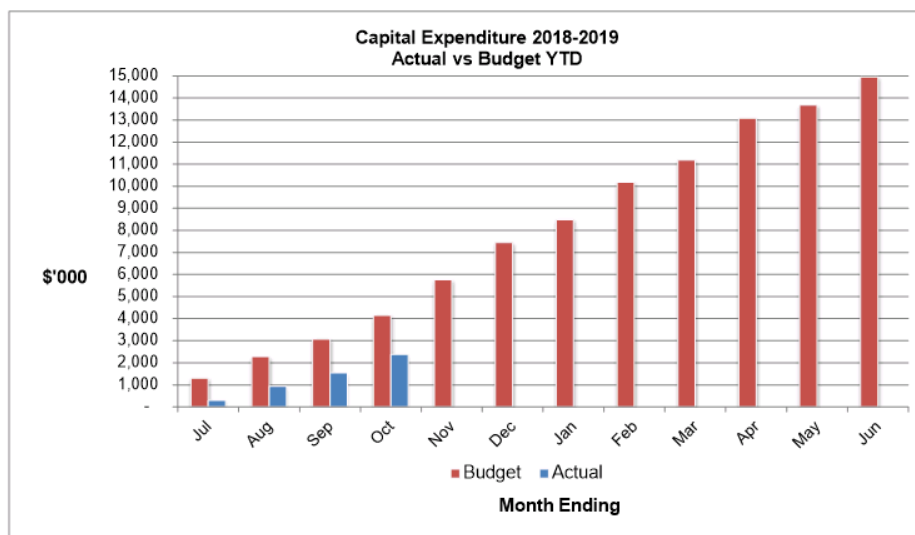
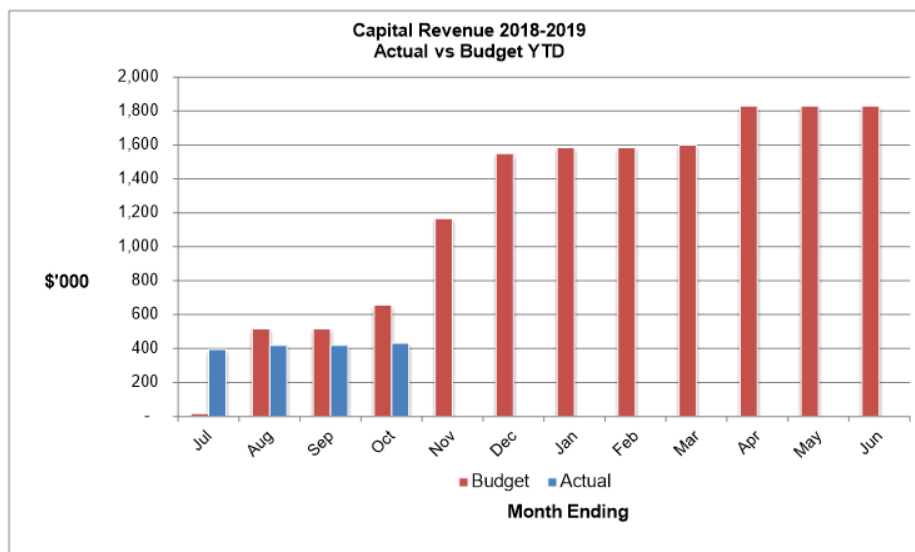
	Adopted Budget 2018/19 \$	YTD Budget 2018/19 \$	YTD Actual 2018/19 \$	YTD Variance 2018/19 \$	YTD Variance 2018/19 %
<b>REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES)</b>					
Governance	91,240	5,960	15,678	9,718	163%
General Purpose Funding	1,951,908	957,203	942,052	(15,151)	-2%
Law, Order, Public Safety	215,385	70,647	56,822	(13,825)	-20%
Health	355,390	283,002	287,341	4,339	2%
Education and Welfare	231,115	109,712	44,050	(65,662)	-60%
Community Amenities	836,304	352,722	635,127	282,405	80%
Recreation and Culture	10,302,207	3,252,717	3,101,212	(151,505)	-5%
Transport	8,222,300	2,769,479	2,765,199	(4,280)	0%
Economic Services	238,250	90,084	100,724	10,640	12%
Other Property and Services	954,673	98,889	45,004	(53,885)	-54%
	<b>23,398,772</b>	<b>7,990,415</b>	<b>7,993,210</b>	<b>2,795</b>	<b>0%</b>
<b>EXPENDITURE FROM OPERATING ACTIVITIES</b>					
Governance	(2,921,428)	(933,154)	(778,371)	154,783	-17%
General Purpose Funding	(594,907)	(225,392)	(237,861)	(12,469)	6%
Law, Order, Public Safety	(1,583,005)	(562,853)	(426,719)	136,134	-24%
Health	(1,390,458)	(421,903)	(328,821)	93,082	-22%
Education and Welfare	(1,239,595)	(316,277)	(198,071)	118,206	-37%
Community Amenities	(12,554,205)	(3,283,064)	(3,212,878)	70,186	-2%
Recreation and Culture	(23,641,463)	(6,567,478)	(6,009,560)	557,918	-8%
Transport	(12,839,008)	(3,413,099)	(3,372,007)	41,092	-1%
Economic Services	(919,834)	(294,567)	(250,790)	43,777	-15%
Other Property and Services	(2,014,428)	(277,688)	(349,021)	(71,333)	26%
	<b>(59,698,331)</b>	<b>(16,295,475)</b>	<b>(15,164,100)</b>	<b>1,131,375</b>	<b>-7%</b>
<b>NET RESULT EXCLUDING GENERAL RATES</b>	<b>(36,299,559)</b>	<b>(8,305,060)</b>	<b>(7,170,890)</b>	<b>1,134,170</b>	<b>-14%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	15,034	15,034	0%
(Profit)/Loss on Asset Disposals	(687,908)	(114,837)	0	114,837	-100%
Add Back Depreciation	10,289,210	13,310	0	(13,310)	-100%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,601,302</b>	<b>(101,527)</b>	<b>15,034</b>	<b>116,561</b>	<b>-115%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	1,829,854	657,334	430,987	(226,347)	-34%
Purchase Land and Buildings	(2,729,200)	(571,200)	(348,125)	223,075	-39%
Purchase Infrastructure Assets	(7,939,502)	(2,666,404)	(1,642,647)	1,023,757	-38%
Purchase Plant and Equipment	(3,085,811)	(414,401)	(196,420)	217,981	-53%
Purchase Furniture and Equipment	(1,194,911)	(497,911)	(199,680)	298,231	-60%
Proceeds from Joint Venture Operations	583,333	0	0	0	0%
Proceeds from Disposal of Assets	475,000	166,000	101,559	(64,441)	-39%
	<b>(12,061,237)</b>	<b>(3,326,582)</b>	<b>(1,854,326)</b>	<b>1,472,256</b>	<b>-44%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments of Debentures	(1,017,424)	(307,474)	(307,475)	(1)	0%
Proceeds from New Debentures	428,000	0	0	0	0%
Transfers to Reserves (Restricted Assets)	(1,542,713)	(599,498)	(207,758)	391,740	-65%
Transfers from Reserves (Restricted Assets)	1,546,190	237,190	97,923	(139,267)	-59%
	<b>(585,947)</b>	<b>(669,782)</b>	<b>(417,310)</b>	<b>252,472</b>	<b>-38%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2018	4,829,483	4,829,483	5,524,405	694,922	14%
Surplus/(Deficiency) before General Rates	(34,515,958)	(7,573,468)	(3,903,088)	3,670,381	-48%
Total Amount raised from General Rates	<b>34,717,855</b>	<b>34,467,855</b>	<b>34,315,366</b>	<b>(152,489)</b>	<b>0%</b>
<b>NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT)</b>	<b>201,897</b>	<b>26,894,387</b>	<b>30,412,279</b>	<b>3,517,892</b>	<b>13%</b>

CITY OF VINCENT  
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY  
BY PROGRAM - GRAPH  
AS AT 31 OCTOBER 2018





CITY OF VINCENT  
NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM  
AS AT 31 OCTOBER 2018



**CITY OF VINCENT  
NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE AND TYPE  
AS AT 31 OCTOBER 2018**



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance Oct-18 \$	YTD Variance Oct-18 %
<b>REVENUE</b>					
Rates	34,717,855	34,467,855	34,315,366	(152,489)	0%
Operating Grants, Subsidies and Contributions	779,453	210,995	240,213	29,218	14%
Fees and Charges	19,261,366	6,798,028	6,961,612	163,584	2%
Interest Earnings	941,260	477,568	511,519	33,951	7%
Other Revenue	1,536,630	385,737	279,866	(105,871)	-27%
	<b>57,236,564</b>	<b>42,340,183</b>	<b>42,308,576</b>	<b>(31,607)</b>	<b>0%</b>
<b>EXPENDITURE</b>					
Employee Costs	(26,808,873)	(9,083,012)	(9,245,915)	(162,903)	2%
Materials and Contracts	(18,457,433)	(6,326,022)	(5,311,136)	1,014,886	-16%
Utilities Charges	(1,852,150)	(504,781)	(516,537)	(11,756)	2%
Interest Expenses	(954,449)	(165,038)	(164,703)	335	0%
Insurance Expenses	(675,216)	(219,995)	(225,072)	(5,077)	2%
Depreciation on Non-Current Assets	(10,289,210)	(13,310)	-	13,310	-100%
Other Expenditure	(468,845)	19,933	299,262	279,329	1401%
	<b>(59,506,176)</b>	<b>(16,292,225)</b>	<b>(15,164,100)</b>	<b>1,128,125</b>	<b>-7%</b>
Non-Operating Grants, Subsidies and Contributions	1,829,854	657,334	430,987	(226,347)	-34%
Profit on Asset Disposals	880,063	118,087	-	(118,087)	-100%
Loss on Asset Disposals	(192,155)	(3,250)	-	3,250	-100%
	<b>2,517,762</b>	<b>772,171</b>	<b>430,987</b>	<b>(341,184)</b>	<b>-44%</b>
<b>NET RESULT</b>	<b>248,150</b>	<b>26,820,129</b>	<b>27,575,463</b>	<b>755,334</b>	<b>3%</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>248,150</b>	<b>26,820,129</b>	<b>27,575,463</b>	<b>755,334</b>	<b>3%</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>248,150</b>	<b>26,820,129</b>	<b>27,575,463</b>	<b>755,334</b>	<b>3%</b>

CITY OF VINCENT  
NOTE 3 - NET CURRENT FUNDING POSITION  
AS AT 31 OCTOBER 2018



	Ref Note	Actual 31-Oct-18 \$	Actual 30-Jun-18 \$
<b>Current Assets</b>			
Cash - Unrestricted		24,364,306	9,434,051
Cash - Restricted Reserves		11,541,804	11,431,969
Trade and Other Receivables - Rates		12,614,839	488,384
Trade and Other Receivables - Other Debtors	8	2,947,743	2,651,072
Inventories		446,740	184,342
<b>Total Current Assets</b>		<b>51,915,431</b>	<b>24,189,818</b>
<b>Less: Current Liabilities</b>			
Sundry and Other Creditors		(7,052,806)	(4,332,747)
Provisions - Current		(3,374,946)	(3,367,101)
<b>Total Current Liabilities</b>		<b>(10,427,752)</b>	<b>(7,699,847)</b>
<b>Less:</b>			
Reserves - Restricted Cash		(11,541,804)	(11,431,969)
Trade and Other Receivables - Other Debtors - Restricted Grant		(600,000)	(600,000)
Infringement Debtors transferred to non current asset		1,066,403	1,066,403
<b>Net Current Funding Position</b>		<b>30,412,279</b>	<b>5,524,405</b>

**CITY OF VINCENT**  
**NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE**  
**BY SERVICE AREAS**  
**AS AT 31 OCTOBER 2018**



	Adopted Budget 2018/19 \$	October 2018 Budget YTD \$	October 2018 Actual YTD \$	% YTD Budget
<b><u>Operating Revenue By Service Area</u></b>				
Chief Executive Officer	(200)	(68)	0	0%
Human Resources	(50,040)	(5,560)	(8,632)	155%
Director Corporate Services	(1,388,308)	(474,238)	(425,642)	90%
Other Governance	(35,000)	0	0	0%
Record Management	(1,000)	(332)	(90)	27%
Rates Services	(35,418,455)	(34,986,747)	(34,861,739)	100%
Finance Services	(700)	(190)	(177)	93%
Marketing and Communications	(5,000)	0	(6,956)	0%
Beatty Park Leisure Centre	(7,757,360)	(2,502,990)	(2,410,921)	96%
Community Partnerships	(76,800)	(34,936)	(23,317)	67%
Library & Local History Services	(21,300)	(7,100)	47,675	-671%
Ranger Services	(8,278,650)	(2,804,841)	(2,818,848)	100%
Health Services	(350,385)	(283,002)	(287,341)	102%
Compliance Services	(20,750)	(248)	(11,839)	4774%
Statutory Planning Services	(374,000)	(132,768)	(283,598)	214%
Policy and Place Services	(1,600)	(532)	(678)	127%
Building Services	(236,250)	(88,084)	(97,946)	111%
Engineering Design Services	(90,250)	(13,373)	(13,817)	103%
Environment Services	(26,000)	(6,500)	(8,988)	138%
Parks Services	(2,623,977)	(763,518)	(761,478)	100%
Waste Management Services	(331,839)	(193,924)	(316,997)	163%
Works & Operations Services	(148,700)	(41,232)	(17,245)	42%
<b>Operating Revenue By Service Area Total</b>	<b>(57,236,564)</b>	<b>(42,340,183)</b>	<b>(42,308,576)</b>	<b>100%</b>
<b><u>Operating Expenditure By Service Area</u></b>				
Chief Executive Officer	516,350	167,647	240,860	144%
Human Resources	50,040	5,560	8,632	155%
Director Corporate Services	74,000	57,269	28,173	49%
Other Governance	606,596	188,150	143,521	76%
Record Management	1,000	332	90	27%
Rates Services	594,907	225,392	237,861	106%
Finance Services	700	190	177	93%
Marketing and Communications	1,740,267	571,797	385,358	67%
Beatty Park Leisure Centre	10,445,207	3,242,765	3,002,226	93%
Community Partnerships	1,436,178	467,703	450,182	96%
Library & Local History Services	1,724,858	543,000	529,272	97%
Ranger Services	6,447,269	2,278,373	2,149,402	94%
Health Services	1,390,458	421,903	328,821	78%
Compliance Services	662,006	199,406	219,069	110%
Statutory Planning Services	1,681,575	529,048	648,878	123%
Policy and Place Services	2,495,716	664,061	535,563	81%
Building Services	876,834	284,317	242,176	85%
Engineering Design Services	2,232,661	577,715	540,688	94%
Environment Services	357,692	124,470	154,494	124%
Parks Services	13,326,515	3,544,960	3,131,004	88%
Waste Management Services	6,786,138	1,607,662	1,611,556	100%
Works & Operations Services	5,199,151	346,372	416,244	120%
Community Connections	488,278	182,014	81,349	45%
Art and Culture	371,780	62,119	78,504	126%
<b>Operating Expenditure By Service Area Total</b>	<b>59,506,176</b>	<b>16,292,225</b>	<b>15,164,100</b>	<b>93%</b>

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Chief Executive Officer</u></b>						
Chief Executive Officer Expenditure						
Employee Costs	501,489	173,537	137,060	(36,477)	-21%	Positive variance on salaries.
Other Employee Costs	17,432	5,476	4,000	(1,476)	-27%	
Other Expenses	117,050	98,492	60,247	(38,245)	-39%	Timing variance on management programs.
Operating Projects	200,000	66,700	0	(66,700)	-100%	Beatty park options project still in planning stage.
<b>Chief Executive Officer Expenditure Total</b>	<b>835,971</b>	<b>344,205</b>	<b>201,307</b>	<b>(142,898)</b>	<b>-42%</b>	
Chief Executive Officer Indirect Costs						
Allocations	(835,971)	(344,205)	(201,307)	142,898	-42%	
<b>Chief Executive Officer Indirect Costs Total</b>	<b>(835,971)</b>	<b>(344,205)</b>	<b>(201,307)</b>	<b>142,898</b>	<b>-42%</b>	
<b>Chief Executive Officer Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>100%</b>	
<b><u>Members of Council</u></b>						
Members Of Council Revenue						
Revenue	(200)	(68)	0	68	-100%	
<b>Members Of Council Revenue Total</b>	<b>(200)</b>	<b>(68)</b>	<b>0</b>	<b>68</b>	<b>-100%</b>	
Members Of Council Expenditure						
Employee Costs	72,784	25,184	29,490	4,306	17%	
Other Employee Costs	10,000	2,500	741	(1,759)	-70%	
Other Expenses	385,490	127,246	121,606	(5,640)	-4%	
<b>Members Of Council Expenditure Total</b>	<b>468,274</b>	<b>154,930</b>	<b>151,836</b>	<b>(3,094)</b>	<b>-2%</b>	
Members Of Council Indirect Costs						
Allocations	48,076	12,717	89,024	76,307	600%	
<b>Members Of Council Indirect Costs Total</b>	<b>48,076</b>	<b>12,717</b>	<b>89,024</b>	<b>76,307</b>	<b>600%</b>	
<b>Members of Council Total</b>	<b>516,150</b>	<b>167,579</b>	<b>240,860</b>	<b>73,281</b>	<b>44%</b>	



CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Other Governance</u></b>						
Other Governance Revenue						
Revenue	(35,000)	0	0	0		
<b>Other Governance Revenue Total</b>	<b>(35,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Other Governance Expenditure						
Employee Costs	259,717	89,879	88,521	(1,358)	-2%	
Other Employee Costs	14,000	4,668	2,710	(1,958)	-42%	
Other Expenses	144,800	43,123	7,247	(35,876)	-83%	Positive variance made up of consultant fee \$11k, internal audit fees \$11k not yet required, and other variances that are individually immaterial.
Operating Projects	50,800	12,000	0	(12,000)	-100%	Project to commence in January 2019.
<b>Other Governance Expenditure Total</b>	<b>469,317</b>	<b>149,670</b>	<b>98,479</b>	<b>(51,191)</b>	<b>-34%</b>	
Other Governance Indirect Costs						
Allocations	137,279	38,480	45,042	6,562	17%	
<b>Other Governance Indirect Costs Total</b>	<b>137,279</b>	<b>38,480</b>	<b>45,042</b>	<b>6,562</b>	<b>17%</b>	
<b>Other Governance Total</b>	<b>571,596</b>	<b>188,150</b>	<b>143,521</b>	<b>(44,629)</b>	<b>-24%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Human Resources</u></b>						
Human Resources Revenue						
Revenue	(50,040)	(5,560)	(8,632)	(3,072)	55%	
<b>Human Resources Revenue Total</b>	<b>(50,040)</b>	<b>(5,560)</b>	<b>(8,632)</b>	<b>(3,072)</b>	<b>55%</b>	
Human Resources Expenditure						
Employee Costs	670,002	214,123	247,899	33,776	16%	Due to positive variance of paid parental leave provision \$11k and salaries \$19k.
Other Employee Costs	81,300	22,696	29,621	6,925	31%	
Other Expenses	146,500	61,175	42,461	(18,714)	-31%	Variance due to \$13k legal costs and \$8k consultants cost not yet required.
<b>Human Resources Expenditure Total</b>	<b>897,802</b>	<b>297,994</b>	<b>319,982</b>	<b>21,988</b>	<b>7%</b>	
Human Resources Indirect Costs						
Allocations	(847,762)	(292,434)	(311,350)	(18,916)	6%	
<b>Human Resources Indirect Costs Total</b>	<b>(847,762)</b>	<b>(292,434)</b>	<b>(311,350)</b>	<b>(18,916)</b>	<b>6%</b>	
<b>Human Resources Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Director Corporate Services</u></b>						
Director Corporate Services Expenditure						
Employee Costs	541,970	187,553	174,761	(12,792)	-7%	
Other Employee Costs	7,776	2,592	2,198	(394)	-15%	
Other Expenses	26,700	5,812	1,043	(4,769)	-82%	
<b>Director Corporate Services Expenditure Total</b>	<b>576,446</b>	<b>195,957</b>	<b>178,002</b>	<b>(17,955)</b>	<b>-9%</b>	
Director Corporate Services Indirect Costs						
Allocations	(576,446)	(195,957)	(178,002)	17,955	-9%	
<b>Director Corporate Services Indirect Costs Total</b>	<b>(576,446)</b>	<b>(195,957)</b>	<b>(178,002)</b>	<b>17,955</b>	<b>-9%</b>	
<b>Director Corporate Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>		

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Insurance Premium</u></b>						
Insurance Premium Expenditure						
Other Expenses	675,216	219,995	225,072	5,077	2%	
<b>Insurance Premium Expenditure Total</b>	<b>675,216</b>	<b>219,995</b>	<b>225,072</b>	<b>5,077</b>	<b>2%</b>	
Insurance Premium Recovery						
Allocations	(675,216)	(191,644)	(225,087)	(33,443)	17%	
<b>Insurance Premium Recovery Total</b>	<b>(675,216)</b>	<b>(191,644)</b>	<b>(225,087)</b>	<b>(33,443)</b>	<b>17%</b>	
<b>Insurance Premium Total</b>	<b>0</b>	<b>28,351</b>	<b>(15)</b>	<b>(28,366)</b>	<b>-100%</b>	
<b><u>Insurance Claim</u></b>						
Insurance Claim Recoup						
Revenue	(45,000)	(16,603)	(10,172)	6,431	-39%	
<b>Insurance Claim Recoup Total</b>	<b>(45,000)</b>	<b>(16,603)</b>	<b>(10,172)</b>	<b>6,431</b>	<b>-39%</b>	
Insurance Claim Expenditure						
Other Expenses	25,000	2,648	1,920	(728)	-27%	
<b>Insurance Claim Expenditure Total</b>	<b>25,000</b>	<b>2,648</b>	<b>1,920</b>	<b>(728)</b>	<b>-27%</b>	
<b>Insurance Claim Total</b>	<b>(20,000)</b>	<b>(13,955)</b>	<b>(8,251)</b>	<b>5,704</b>	<b>-41%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Mindarie Regional Council</u></b>						
Mindarie Regional Council Revenue						
Revenue	(92,000)	(19,324)	(19,792)	(468)	2%	
<b>Mindarie Regional Council Revenue Total</b>	<b>(92,000)</b>	<b>(19,324)</b>	<b>(19,792)</b>	<b>(468)</b>	<b>2%</b>	
Mindarie Regional Council Expenditure						
Other Expenses	49,000	26,270	26,268	(2)	0%	
<b>Mindarie Regional Council Expenditure Total</b>	<b>49,000</b>	<b>26,270</b>	<b>26,268</b>	<b>(2)</b>	<b>0%</b>	
<b>Mindarie Regional Council Total</b>	<b>(43,000)</b>	<b>6,946</b>	<b>6,476</b>	<b>(470)</b>	<b>-7%</b>	
<b><u>General Purpose Revenue</u></b>						
General Purpose Revenue						
Revenue	(1,251,308)	(438,311)	(395,679)	42,632	-10%	\$38k for ESL administration fees received in November 2018.
<b>General Purpose Revenue Total</b>	<b>(1,251,308)</b>	<b>(438,311)</b>	<b>(395,679)</b>	<b>42,632</b>	<b>-10%</b>	
<b>General Purpose Revenue Total</b>	<b>(1,251,308)</b>	<b>(438,311)</b>	<b>(395,679)</b>	<b>42,632</b>	<b>-10%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Rates Services</u></b>						
Rates Services Revenue						
Revenue	(35,418,455)	(34,986,747)	(34,861,739)	125,008	0%	Timing on process of finalising interim rates.
<b>Rates Services Revenue Total</b>	<b>(35,418,455)</b>	<b>(34,986,747)</b>	<b>(34,861,739)</b>	<b>125,008</b>	<b>0%</b>	
 Rates Services Expenditure						
Employee Costs	242,595	83,953	87,534	3,581	4%	
Other Expenses	208,400	103,385	107,287	3,902	4%	
<b>Rates Services Expenditure Total</b>	<b>450,995</b>	<b>187,338</b>	<b>194,821</b>	<b>7,483</b>	<b>4%</b>	
 Rates Services Indirect Costs						
Allocations	143,912	38,054	43,039	4,985	13%	
<b>Rates Services Indirect Costs Total</b>	<b>143,912</b>	<b>38,054</b>	<b>43,039</b>	<b>4,985</b>	<b>13%</b>	
 <b>Rates Services Total</b>	<b>(34,823,548)</b>	<b>(34,761,355)</b>	<b>(34,623,879)</b>	<b>137,476</b>	<b>0%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Finance Services</u></b>						
Finance Services Revenue						
Revenue	(700)	(190)	(177)	13	-7%	
<b>Finance Services Revenue Total</b>	<b>(700)</b>	<b>(190)</b>	<b>(177)</b>	<b>13</b>	<b>-7%</b>	
Finance Services Expenditure						
Employee Costs	850,284	294,247	239,815	(54,432)	-18%	Variance due to a position being vacant.
Other Employee Costs	11,510	3,940	14,011	10,071	256%	Cost relates to external recruitment.
Other Expenses	49,510	9,366	73,618	64,252	686%	Agency labour required to backfill the vacant position.
<b>Finance Services Expenditure Total</b>	<b>911,304</b>	<b>307,553</b>	<b>327,443</b>	<b>19,890</b>	<b>6%</b>	
Finance Services Indirect Costs						
Allocations	(910,604)	(307,363)	(327,266)	(19,903)	6%	
<b>Finance Services Indirect Costs Total</b>	<b>(910,604)</b>	<b>(307,363)</b>	<b>(327,266)</b>	<b>(19,903)</b>	<b>6%</b>	
<b>Finance Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	
<b><u>Information Technology</u></b>						
Information Technology Expenditure						
Employee Costs	559,936	193,766	152,054	(41,712)	-22%	Variance due to a position being vacant.
Other Employee Costs	37,500	12,500	1,034	(11,466)	-92%	Training and agency labour costs not yet required.
Other Expenses	873,352	416,775	394,155	(22,620)	-5%	
<b>Information Technology Expenditure Total</b>	<b>1,470,788</b>	<b>623,041</b>	<b>547,243</b>	<b>(75,798)</b>	<b>-12%</b>	
Information Technology Indirect Costs						
Allocations	(1,470,788)	(623,041)	(547,243)	75,798	-12%	
<b>Information Technology Indirect Costs Total</b>	<b>(1,470,788)</b>	<b>(623,041)</b>	<b>(547,243)</b>	<b>75,798</b>	<b>-12%</b>	
<b>Information Technology Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Records Management</u></b>						
Records Management Revenue						
Revenue	(1,000)	(332)	(90)	242	-73%	
<b>Records Management Revenue Total</b>	<b>(1,000)</b>	<b>(332)</b>	<b>(90)</b>	<b>242</b>	<b>-73%</b>	
Records Management Expenditure						
Employee Costs	292,907	101,360	96,366	(4,994)	-5%	
Other Employee Costs	20,150	6,716	9	(6,707)	-100%	
Other Expenses	53,400	15,804	14,179	(1,625)	-10%	
Operating Projects	7,200	7,200	0	(7,200)	-100%	
<b>Records Management Expenditure Total</b>	<b>373,657</b>	<b>131,080</b>	<b>110,555</b>	<b>(20,525)</b>	<b>-16%</b>	
Records Management Indirect Costs						
Allocations	(372,657)	(130,748)	(110,465)	20,283	-16%	
<b>Records Management Indirect Costs Total</b>	<b>(372,657)</b>	<b>(130,748)</b>	<b>(110,465)</b>	<b>20,283</b>	<b>-16%</b>	
<b>Records Management Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>100%</b>	
<b><u>Director Community Engagement</u></b>						
Director Community Engagement Expenditure						
Employee Costs	281,128	97,287	150,721	53,434	55%	Variance due to two rangers incorrectly paid from DCE, to be corrected in November 2018 report.
Other Employee Costs	7,566	2,188	2,171	(17)	-1%	
Other Expenses	6,300	1,178	1,054	(124)	-10%	
<b>Director Community Engagement Expenditure Total</b>	<b>294,994</b>	<b>100,653</b>	<b>153,947</b>	<b>53,294</b>	<b>53%</b>	
Director Community Engagement Indirect Costs						
Allocations	(294,994)	(100,653)	(153,947)	(53,294)	53%	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(294,994)</b>	<b>(100,653)</b>	<b>(153,947)</b>	<b>(53,294)</b>	<b>53%</b>	
<b>Director Community Engagement Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>100%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Marketing and Communications</u></b>						
Marketing and Communications Revenue						
Revenue	(5,000)	0	(6,956)	(6,956)	100%	
<b>Marketing and Communications Revenue Total</b>	<b>(5,000)</b>	<b>0</b>	<b>(6,956)</b>	<b>(6,956)</b>	<b>100%</b>	
Marketing and Communications Expenditure						
Employee Costs	717,001	248,121	239,846	(8,275)	-3%	
Other Employee Costs	9,750	3,700	1,574	(2,126)	-57%	
Other Expenses	676,300	220,409	73,173	(147,236)	-67%	Timing variance on Events Contribution expense.
Operating Projects	37,000	20,000	0	(20,000)	-100%	Timing variance on operating initiatives project.
<b>Marketing and Communications Expenditure Total</b>	<b>1,440,051</b>	<b>492,230</b>	<b>314,593</b>	<b>(177,637)</b>	<b>-36%</b>	
Marketing and Communications Indirect Costs						
Allocations	300,216	79,567	70,765	(8,802)	-11%	
<b>Marketing and Communications Indirect Costs Total</b>	<b>300,216</b>	<b>79,567</b>	<b>70,765</b>	<b>(8,802)</b>	<b>-11%</b>	
<b>Marketing and Communications Total</b>	<b>1,735,267</b>	<b>571,797</b>	<b>378,402</b>	<b>(193,395)</b>	<b>-34%</b>	
<b><u>Art and Culture</u></b>						
Art and Culture						
Other Expenses	324,750	49,750	69,046	19,296	39%	Timing variance on Revelation Film Festival and Mt Hawthorn Hub - Youth Events.
<b>Art and Culture Total</b>	<b>324,750</b>	<b>49,750</b>	<b>69,046</b>	<b>19,296</b>	<b>39%</b>	
Art and Culture Indirect Costs						
Allocations	47,030	12,369	9,458	(2,911)	-24%	
<b>Art and Culture Indirect Costs Total</b>	<b>47,030</b>	<b>12,369</b>	<b>9,458</b>	<b>(2,911)</b>	<b>-24%</b>	
<b>Art and Culture Total</b>	<b>371,780</b>	<b>62,119</b>	<b>78,504</b>	<b>16,385</b>	<b>26%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Customer Service Centre</u></b>						
Customer Services Centre Expenditure						
Employee Costs	350,265	121,206	145,696	24,490	20%	Variance due to an employee incorrectly paid from CSC, to be corrected in November 2018 report.
Other Employee Costs	29,750	5,600	124	(5,476)	-98%	
Other Expenses	46,800	13,972	8,715	(5,257)	-38%	
<b>Customer Services Centre Expenditure Total</b>	<b>426,815</b>	<b>140,778</b>	<b>154,536</b>	<b>13,758</b>	<b>10%</b>	
Customer Services Centre Indirect Costs						
Allocations	(426,815)	(140,778)	(154,536)	(13,758)	10%	
<b>Customer Services Centre Indirect Costs Total</b>	<b>(426,815)</b>	<b>(140,778)</b>	<b>(154,536)</b>	<b>(13,758)</b>	<b>10%</b>	
<b>Customer Service Centre Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Administration</u></b>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,614,800)	(888,591)	(833,255)	55,336	-6%	
<b>Beatty Park Leisure Centre Admin Revenue Total</b>	<b>(2,614,800)</b>	<b>(888,591)</b>	<b>(833,255)</b>	<b>55,336</b>	<b>-6%</b>	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,614,800	888,591	833,255	(55,336)	-6%	
<b>Beatty Park Leisure Centre Admin Indirect Revenue Total</b>	<b>2,614,800</b>	<b>888,591</b>	<b>833,255</b>	<b>(55,336)</b>	<b>-6%</b>	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	918,012	317,673	288,329	(29,344)	-9%	2017/18 workers compensation claims reimbursed.
Other Employee Costs	13,531	4,216	4,880	664	16%	
Other Expenses	273,644	140,469	218,741	78,272	56%	\$63k over spending in legal costs. Budget to be amended in midyear review.
Operating Projects	180,000	180,000	0	(180,000)	-100%	Paint project to commence in January 2019.
<b>Beatty Park Leisure Centre Admin Expenditure Total</b>	<b>1,385,187</b>	<b>642,358</b>	<b>511,950</b>	<b>(130,408)</b>	<b>-20%</b>	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,385,187)	(642,358)	(511,950)	130,408	-20%	
<b>Beatty Park Leisure Centre Admin Indirect Costs Total</b>	<b>(1,385,187)</b>	<b>(642,358)</b>	<b>(511,950)</b>	<b>130,408</b>	<b>-20%</b>	
<b>Beatty Park Leisure Centre Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Building</u></b>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,260)	(53,084)	(53,233)	(149)	0%	
<b>Beatty Park Leisure Centre Building Revenue Total</b>	<b>(159,260)</b>	<b>(53,084)</b>	<b>(53,233)</b>	<b>(149)</b>	<b>0%</b>	
 Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	526,150	184,643	169,562	(15,081)	-8%	Timing variance.
Ground Maintenance	55,700	18,568	19,364	796	4%	
Other Expenses	2,051,655	215,283	294,766	79,483	37%	\$65k unfavourable variance in gas cost due to geothermal failure.
<b>Beatty Park Leisure Centre Occupancy Costs Total</b>	<b>2,633,505</b>	<b>418,494</b>	<b>483,692</b>	<b>65,198</b>	<b>16%</b>	
 Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,474,245)	(365,410)	(430,459)	(65,049)	18%	
<b>Beatty Park Leisure Centre Indirect Costs Total</b>	<b>(2,474,245)</b>	<b>(365,410)</b>	<b>(430,459)</b>	<b>(65,049)</b>	<b>18%</b>	
<b>Beatty Park Leisure Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>		

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swimming Pool Areas</b>						
Swimming Pool Areas Revenue						
Revenue	(1,785,800)	(476,594)	(475,220)	1,374	0%	
<b>Swimming Pool Areas Revenue Total</b>	<b>(1,785,800)</b>	<b>(476,594)</b>	<b>(475,220)</b>	<b>1,374</b>	<b>0%</b>	
Swimming Pool Areas Indirect Revenue						
Allocations	(738,236)	(250,878)	(235,228)	15,650	-6%	
<b>Swimming Pool Areas Indirect Revenue Total</b>	<b>(738,236)</b>	<b>(250,878)</b>	<b>(235,228)</b>	<b>15,650</b>	<b>-6%</b>	
Swimming Pool Areas Expenditure						
Employee Costs	955,091	330,498	344,478	13,980	4%	
Other Employee Costs	21,000	9,802	3,450	(6,352)	-65%	
Other Expenses	238,345	83,258	129,455	46,197	55%	Negative variance due to geothermal pump repairs and maintenance \$57k.
<b>Swimming Pool Areas Expenditure Total</b>	<b>1,214,436</b>	<b>423,558</b>	<b>477,383</b>	<b>53,825</b>	<b>13%</b>	
Swimming Pool Areas Indirect Costs						
Allocations	1,631,562	469,828	733,225	263,397	56%	
<b>Swimming Pool Areas Indirect Costs Total</b>	<b>1,631,562</b>	<b>469,828</b>	<b>733,225</b>	<b>263,397</b>	<b>56%</b>	
<b>Swimming Pool Areas Total</b>	<b>321,962</b>	<b>165,914</b>	<b>500,161</b>	<b>334,247</b>	<b>201%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Swim School</u></b>						
Swim School Revenue						
Revenue	(1,549,000)	(573,701)	(584,788)	(11,087)	2%	
<b>Swim School Revenue Total</b>	<b>(1,549,000)</b>	<b>(573,701)</b>	<b>(584,788)</b>	<b>(11,087)</b>	<b>2%</b>	
Swim School Indirect Revenue						
Allocations	(732,242)	(248,839)	(233,311)	15,528	-6%	
<b>Swim School Indirect Revenue Total</b>	<b>(732,242)</b>	<b>(248,839)</b>	<b>(233,311)</b>	<b>15,528</b>	<b>-6%</b>	
Swim School Expenditure						
Employee Costs	791,984	274,050	329,420	55,370	20% Timing variance.	
Other Employee Costs	7,500	2,250	1,445	(805)	-36%	
Other Expenses	32,520	11,822	9,592	(2,230)	-19%	
<b>Swim School Expenditure Total</b>	<b>832,004</b>	<b>288,122</b>	<b>340,457</b>	<b>52,335</b>	<b>18%</b>	
Swim School Indirect Costs						
Allocations	1,616,764	465,493	190,953	(274,540)	-59%	
<b>Swim School Indirect Costs Total</b>	<b>1,616,764</b>	<b>465,493</b>	<b>190,953</b>	<b>(274,540)</b>	<b>-59%</b>	
<b>Swim School Total</b>	<b>167,526</b>	<b>(68,925)</b>	<b>(286,690)</b>	<b>(217,765)</b>	<b>316%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Café</b>						
Cafe Revenue						
Revenue	(714,000)	(230,864)	(205,534)	25,330	-11%	Reduction in sale of food/refreshment by \$21k and birthday party hire \$3.4k.
<b>Cafe Revenue Total</b>	<b>(714,000)</b>	<b>(230,864)</b>	<b>(205,534)</b>	<b>25,330</b>	<b>-11%</b>	
Cafe Indirect Revenue						
Allocations	(305,369)	(103,774)	(97,324)	6,450	-6%	
<b>Cafe Indirect Revenue Total</b>	<b>(305,369)</b>	<b>(103,774)</b>	<b>(97,324)</b>	<b>6,450</b>	<b>-6%</b>	
Cafe Expenditure						
Employee Costs	400,312	138,525	149,656	11,131	8%	
Other Employee Costs	1,000	500	0	(500)	-100%	
Other Expenses	324,950	100,051	70,957	(29,094)	-29%	Timing variance on stock purchase.
<b>Cafe Expenditure Total</b>	<b>726,262</b>	<b>239,076</b>	<b>220,613</b>	<b>(18,463)</b>	<b>-8%</b>	
Cafe Indirect Costs						
Allocations	674,966	194,368	76,150	(118,218)	-61%	
<b>Cafe Indirect Costs Total</b>	<b>674,966</b>	<b>194,368</b>	<b>76,150</b>	<b>(118,218)</b>	<b>-61%</b>	
<b>Café Total</b>	<b>381,859</b>	<b>98,806</b>	<b>(6,095)</b>	<b>(104,901)</b>	<b>-106%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Retail</b>						
Retail Revenue						
Revenue	(520,000)	(143,909)	(133,290)	10,619	-7%	
<b>Retail Revenue Total</b>	<b>(520,000)</b>	<b>(143,909)</b>	<b>(133,290)</b>	<b>10,619</b>	<b>-7%</b>	
Retail Indirect Revenue						
Allocations	(58,292)	(19,809)	(18,582)	1,227	-6%	
<b>Retail Indirect Revenue Total</b>	<b>(58,292)</b>	<b>(19,809)</b>	<b>(18,582)</b>	<b>1,227</b>	<b>-6%</b>	
Retail Expenditure						
Employee Costs	70,197	24,293	21,815	(2,478)	-10%	
Other Employee Costs	1,500	750	0	(750)	-100%	
Other Expenses	286,650	52,257	(96,585)	(148,842)	-285%	Duplicate journal of \$161,230 to be corrected in November 2018 report.
<b>Retail Expenditure Total</b>	<b>358,347</b>	<b>77,300</b>	<b>(74,771)</b>	<b>(152,071)</b>	<b>-197%</b>	
Retail Indirect Costs						
Allocations	128,671	37,048	41,270	4,222	11%	
<b>Retail Indirect Costs Total</b>	<b>128,671</b>	<b>37,048</b>	<b>41,270</b>	<b>4,222</b>	<b>11%</b>	
<b>Retail Total</b>	<b>(91,274)</b>	<b>(49,370)</b>	<b>(185,372)</b>	<b>(136,002)</b>	<b>275%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health and Fitness</b>						
Health and Fitness Revenue						
Revenue	(195,500)	(66,414)	(57,812)	8,602	-13%	
<b>Health and Fitness Revenue Total</b>	<b>(195,500)</b>	<b>(66,414)</b>	<b>(57,812)</b>	<b>8,602</b>	<b>-13%</b>	
Health and Fitness Indirect Revenue						
Allocations	(381,130)	(129,520)	(121,489)	8,031	-6%	
<b>Health and Fitness Indirect Revenue Total</b>	<b>(381,130)</b>	<b>(129,520)</b>	<b>(121,489)</b>	<b>8,031</b>	<b>-6%</b>	
Health and Fitness Expenditure						
Employee Costs	507,671	175,671	193,173	17,502	10%	
Other Employee Costs	8,500	2,625	23	(2,602)	-99%	
Other Expenses	174,359	88,415	78,714	(9,701)	-11%	
<b>Health and Fitness Expenditure Total</b>	<b>690,530</b>	<b>266,711</b>	<b>271,910</b>	<b>5,199</b>	<b>2%</b>	
Health and Fitness Indirect Costs						
Allocations	842,599	242,650	230,409	(12,241)	-5%	
<b>Health and Fitness Indirect Costs Total</b>	<b>842,599</b>	<b>242,650</b>	<b>230,409</b>	<b>(12,241)</b>	<b>-5%</b>	
<b>Health and Fitness Total</b>	<b>956,499</b>	<b>313,427</b>	<b>323,019</b>	<b>9,592</b>	<b>3%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Group Fitness</b>						
Group Fitness Revenue						
Revenue	(171,500)	(55,474)	(50,731)	4,743	-9%	
<b>Group Fitness Revenue Total</b>	<b>(171,500)</b>	<b>(55,474)</b>	<b>(50,731)</b>	<b>4,743</b>	<b>-9%</b>	
Group Fitness Indirect Revenue						
Allocations	(151,734)	(51,563)	(48,329)	3,234	-6%	
<b>Group Fitness Indirect Revenue Total</b>	<b>(151,734)</b>	<b>(51,563)</b>	<b>(48,329)</b>	<b>3,234</b>	<b>-6%</b>	
Group Fitness Expenditure						
Employee Costs	291,001	100,694	125,511	24,817	25%	Timing variance.
Other Employee Costs	1,000	250	130	(120)	-48%	
Other Expenses	97,802	39,551	23,288	(16,263)	-41%	Timing variance on payment for music licences.
<b>Group Fitness Expenditure Total</b>	<b>389,803</b>	<b>140,495</b>	<b>148,929</b>	<b>8,434</b>	<b>6%</b>	
Group Fitness Indirect Costs						
Allocations	336,939	97,097	77,111	(19,986)	-21%	
<b>Group Fitness Indirect Costs Total</b>	<b>336,939</b>	<b>97,097</b>	<b>77,111</b>	<b>(19,986)</b>	<b>-21%</b>	
<b>Group Fitness Total</b>	<b>403,508</b>	<b>130,555</b>	<b>126,980</b>	<b>(3,575)</b>	<b>-3%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Aqua Fitness</u></b>						
Aqua Fitness Revenue						
Revenue	(31,000)	(8,685)	(9,212)	(527)	6%	
<b>Aqua Fitness Revenue Total</b>	<b>(31,000)</b>	<b>(8,685)</b>	<b>(9,212)</b>	<b>(527)</b>	<b>6%</b>	
Aqua Fitness Indirect Revenue						
Allocations	(24,481)	(8,319)	(7,833)	486	-6%	
<b>Aqua Fitness Indirect Revenue Total</b>	<b>(24,481)</b>	<b>(8,319)</b>	<b>(7,833)</b>	<b>486</b>	<b>-6%</b>	
Aqua Fitness Expenditure						
Employee Costs	52,823	18,280	11,856	(6,424)	-35%	
Other Expenses	9,352	3,464	511	(2,953)	-85%	
<b>Aqua Fitness Expenditure Total</b>	<b>62,175</b>	<b>21,744</b>	<b>12,367</b>	<b>(9,377)</b>	<b>-43%</b>	
Aqua Fitness Indirect Costs						
Allocations	54,448	15,694	58,762	43,068	274%	
<b>Aqua Fitness Indirect Costs Total</b>	<b>54,448</b>	<b>15,694</b>	<b>58,762</b>	<b>43,068</b>	<b>274%</b>	
<b>Aqua Fitness Total</b>	<b>61,142</b>	<b>20,434</b>	<b>54,084</b>	<b>33,650</b>	<b>165%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Creche</b>						
Creche Revenue						
Revenue	(16,500)	(5,674)	(7,846)	(2,172)	38%	
<b>Creche Revenue Total</b>	<b>(16,500)</b>	<b>(5,674)</b>	<b>(7,846)</b>	<b>(2,172)</b>	<b>38%</b>	
Creche Indirect Revenue						
Allocations	(223,316)	(75,889)	(71,160)	4,729	-6%	
<b>Creche Indirect Revenue Total</b>	<b>(223,316)</b>	<b>(75,889)</b>	<b>(71,160)</b>	<b>4,729</b>	<b>-6%</b>	
Creche Expenditure						
Employee Costs	230,458	66,749	79,762	13,013	19% Timing variance.	
Other Employee Costs	1,250	625	0	(625)	-100%	
Other Expenses	2,075	1,297	160	(1,137)	-88%	
<b>Creche Expenditure Total</b>	<b>233,783</b>	<b>68,671</b>	<b>79,923</b>	<b>11,252</b>	<b>16%</b>	
Creche Indirect Costs						
Allocations	492,658	141,826	64,302	(77,524)	-55%	
<b>Creche Indirect Costs Total</b>	<b>492,658</b>	<b>141,826</b>	<b>64,302</b>	<b>(77,524)</b>	<b>-55%</b>	
<b>Creche Total</b>	<b>486,625</b>	<b>128,934</b>	<b>65,219</b>	<b>(63,715)</b>	<b>-49%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community Partnership Mgmt Administration</u></b>						
Community Partnerships Management Administration						
Employee Costs	688,837	238,373	203,265	(35,108)	-15%	Savings due to employee on unpaid leave.
Other Expenses	187,350	62,456	7,589	(54,867)	-88%	Timing variance on consultant cost not yet required.
<b>Community Partnerships Management Administration Total</b>	<b>876,187</b>	<b>300,829</b>	<b>210,854</b>	<b>(89,975)</b>	<b>-30%</b>	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	83,065	28,371	28,723	352	1%	
Library Occupancy Costs Allocations	6,191	924	0	(924)	-100%	
Community Partnerships Mgmt Admin Recove	(965,443)	(330,124)	(239,577)	90,547	-27%	
<b>Community Partnerships Mgmt Admin Indirect Costs Total</b>	<b>(876,187)</b>	<b>(300,829)</b>	<b>(210,854)</b>	<b>89,975</b>	<b>-30%</b>	
<b>Community Partnership Mgmt Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>		
<b><u>Community Connections</u></b>						
Community Connections Expenditure						
Employee Costs	86,190	29,830	31,064	1,234	4%	
Other Employee Costs	5,200	1,300	2,183	883	68%	
Other Expenses	84,400	45,037	27,661	(17,376)	-39%	Timing variance on Safer Vincent initiatives and payment to Noongar Outreach Service.
<b>Community Connections Expenditure Total</b>	<b>175,790</b>	<b>76,167</b>	<b>60,908</b>	<b>(15,259)</b>	<b>-20%</b>	
Community Connections Indirect Costs						
Allocations	65,777	22,515	20,441	(2,074)	-9%	
Community Partnerships Mgmt Admin Alloca	241,362	82,531	0	(82,531)	-100%	
Library Occupancy Costs Allocations	5,349	801	0	(801)	-100%	
<b>Community Connections Indirect Costs Total</b>	<b>312,488</b>	<b>105,847</b>	<b>20,441</b>	<b>(85,406)</b>	<b>-81%</b>	
<b>Community Connections Total</b>	<b>488,278</b>	<b>182,014</b>	<b>81,349</b>	<b>(100,665)</b>	<b>-55%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recreation, Arts and Culture</u></b>						
Recreation, Arts and Culture Revenue						
Revenue	(44,800)	(14,936)	(18,000)	(3,064)	21%	
<b>Recreation, Arts and Culture Revenue Total</b>	<b>(44,800)</b>	<b>(14,936)</b>	<b>(18,000)</b>	<b>(3,064)</b>	<b>21%</b>	
<b><u>Recreation, Arts and Culture Expenditure</u></b>						
Employee Costs	88,266	30,543	73,946	43,403	142%	Salary of an employee incorrectly costed, to be corrected in November 2018 report.
Other Employee Costs	4,372	1,456	1,312	(144)	-10%	
Other Expenses	152,170	36,597	44,547	7,950	22%	
<b>Recreation, Arts and Culture Expenditure Total</b>	<b>244,808</b>	<b>68,596</b>	<b>119,805</b>	<b>51,209</b>	<b>75%</b>	
Recreation, Arts and Culture Indirect Costs						
Allocations	147,504	50,458	45,231	(5,227)	-10%	
Community Partnerships Mgmt Admin Alloca	181,022	61,899	107,809	45,910	74%	
Library Occupancy Costs Allocations	11,755	1,758	0	(1,758)	-100%	
<b>Recreation, Arts and Culture Indirect Costs Total</b>	<b>340,281</b>	<b>114,115</b>	<b>153,041</b>	<b>38,926</b>	<b>34%</b>	
<b>Recreation, Arts and Culture Total</b>	<b>540,289</b>	<b>167,775</b>	<b>254,846</b>	<b>87,071</b>	<b>52%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Senior, Disability and Youth Services</u></b>						
Senior, Disability and Youth Services Revenue						
Revenue	(32,000)	(20,000)	(5,317)	14,683	-73%	Timing variance on Kidsport grant.
<b>Senior, Disability and Youth Services Revenue Total</b>	<b>(32,000)</b>	<b>(20,000)</b>	<b>(5,317)</b>	<b>14,683</b>	<b>-73%</b>	
Senior, Disability and Youth Services Expenditure						
Employee Costs	147,122	50,914	38,127	(12,787)	-25%	Variance due to vacant position.
Other Employee Costs	1,200	400	0	(400)	-100%	
Other Expenses	222,600	70,302	21,828	(48,474)	-69%	Timing variance for donations/sponsorship expense.
<b>Senior, Disability and Youth Services Expenditure Total</b>	<b>370,922</b>	<b>121,616</b>	<b>59,955</b>	<b>(61,661)</b>	<b>-51%</b>	
Senior, Disability and Youth Serv Indirect Costs						
Allocations	53,505	18,306	21,551	3,245	18%	
Community Partnerships Mgmt Admin Alloca	422,380	144,429	95,831	(48,598)	-34%	
Library Occupancy Costs Allocations	4,282	641	0	(641)	-100%	
<b>Senior, Disability and Youth Serv Indirect Costs Total</b>	<b>480,167</b>	<b>163,376</b>	<b>117,381</b>	<b>(45,995)</b>	<b>-28%</b>	
<b>Senior, Disability and Youth Services Total</b>	<b>819,089</b>	<b>264,992</b>	<b>172,020</b>	<b>(92,972)</b>	<b>-35%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Services</u></b>						
Library Services Revenue						
Revenue	(21,300)	(7,100)	47,675	54,775	-771%	Variance due to reversal of accrued income of \$50,665 for Library debtors for lost/damaged books, to be corrected in November 2018 report. Actual revenue would be \$2,990 which would be under by \$4,110 compared to year to date budget.
<b>Library Services Revenue Total</b>	<b>(21,300)</b>	<b>(7,100)</b>	<b>47,675</b>	<b>54,775</b>	<b>-771%</b>	
Library Services Expenditure						
Employee Costs	863,982	298,980	301,790	2,810	1%	
Other Employee Costs	7,510	2,504	920	(1,584)	-63%	
Other Expenses	106,550	35,516	30,656	(4,860)	-14%	
<b>Library Services Expenditure Total</b>	<b>978,042</b>	<b>337,000</b>	<b>333,366</b>	<b>(3,634)</b>	<b>-1%</b>	
Library Services Indirect Costs						
Allocations	369,296	126,322	121,211	(5,111)	-4%	
Community Partnerships Mgmt Admin Alloca	120,679	41,265	35,936	(5,329)	-13%	
Library Occupancy Costs Allocations	29,307	4,384	0	(4,384)	-100%	
<b>Library Services Indirect Costs Total</b>	<b>519,282</b>	<b>171,971</b>	<b>157,147</b>	<b>(14,824)</b>	<b>-9%</b>	
<b>Library Services Total</b>	<b>1,476,024</b>	<b>501,871</b>	<b>538,188</b>	<b>36,317</b>	<b>7%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Building</u></b>						
Library Occupancy Costs						
Building Maintenance	89,000	23,606	24,318	712	3%	
Ground Maintenance	0	0	258	258	100%	
Other Expenses	190,408	17,259	12,510	(4,749)	-28%	
<b>Library Occupancy Costs Total</b>	<b>279,408</b>	<b>40,865</b>	<b>37,087</b>	<b>(3,778)</b>	<b>-9%</b>	
Library Indirect Costs						
Allocations	5,010	1,672	1,672	0	0%	
Library Occupancy Costs Recovery	(56,884)	(8,508)	0	8,508	-100%	
<b>Library Indirect Costs Total</b>	<b>(51,874)</b>	<b>(6,836)</b>	<b>1,672</b>	<b>8,508</b>	<b>-124%</b>	
<b>Library Building Total</b>	<b>227,534</b>	<b>34,029</b>	<b>38,759</b>	<b>4,730</b>	<b>14%</b>	
<b><u>Ranger Services Administration</u></b>						
Ranger Services Administration Revenue						
Revenue	(2,800)	(932)	(823)	109	-12%	
<b>Ranger Services Administration Revenue Total</b>	<b>(2,800)</b>	<b>(932)</b>	<b>(823)</b>	<b>109</b>	<b>-12%</b>	
Ranger Services Administration Expenditure						
Employee Costs	2,273,952	786,897	772,314	(14,583)	-2%	Variance due to salary incorrectly paid from DCE, to be corrected in November 2018 report.
Other Employee Costs	44,491	14,828	8,855	(5,973)	-40%	
Other Expenses	195,800	52,439	41,567	(10,872)	-21%	\$10k consultants cost not yet required.
<b>Ranger Services Administration Expenditure Total</b>	<b>2,514,243</b>	<b>854,164</b>	<b>822,736</b>	<b>(31,428)</b>	<b>-4%</b>	
Ranger Services Administration Indirect Costs						
Allocations	(2,511,443)	(853,232)	(821,913)	31,319	-4%	
<b>Ranger Services Administration Indirect Costs Total</b>	<b>(2,511,443)</b>	<b>(853,232)</b>	<b>(821,913)</b>	<b>31,319</b>	<b>-4%</b>	
<b>Ranger Services Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Fire Prevention</u></b>						
Fire Prevention Revenue						
Revenue	(5,000)	(1,668)	0	1,668	-100%	
<b>Fire Prevention Revenue Total</b>	<b>(5,000)</b>	<b>(1,668)</b>	<b>0</b>	<b>1,668</b>	<b>-100%</b>	
Fire Prevention Indirect Costs						
Allocations	31,832	10,712	69,063	58,351	545%	
<b>Fire Prevention Indirect Costs Total</b>	<b>31,832</b>	<b>10,712</b>	<b>69,063</b>	<b>58,351</b>	<b>545%</b>	
<b>Fire Prevention Total</b>	<b>26,832</b>	<b>9,044</b>	<b>69,063</b>	<b>60,019</b>	<b>664%</b>	
<b><u>Animal Control</u></b>						
Animal Control Revenue						
Revenue	(103,200)	(34,396)	(41,568)	(7,172)	21%	
<b>Animal Control Revenue Total</b>	<b>(103,200)</b>	<b>(34,396)</b>	<b>(41,568)</b>	<b>(7,172)</b>	<b>21%</b>	
Animal Control Expenditure						
Other Expenses	16,250	5,416	6,470	1,054	19%	
<b>Animal Control Expenditure Total</b>	<b>16,250</b>	<b>5,416</b>	<b>6,470</b>	<b>1,054</b>	<b>19%</b>	
Animal Control Indirect Costs						
Allocations	331,022	111,389	68,865	(42,524)	-38%	
<b>Animal Control Indirect Costs Total</b>	<b>331,022</b>	<b>111,389</b>	<b>68,865</b>	<b>(42,524)</b>	<b>-38%</b>	
<b>Animal Control Total</b>	<b>244,072</b>	<b>82,409</b>	<b>33,767</b>	<b>(48,642)</b>	<b>-59%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Local Laws (Law and Order)</u></b>						
Local Laws (Law and Order) Revenue						
Revenue	(51,350)	(17,116)	(14,431)	2,685	-16%	
Local Laws (Law and Order) Revenue Total	(51,350)	(17,116)	(14,431)	2,685	-16%	
Local Laws (Law and Order) Indirect Costs						
Allocations	484,223	162,940	137,729	(25,211)	-15%	
Local Laws (Law and Order) Indirect Costs Total	484,223	162,940	137,729	(25,211)	-15%	
<b>Local Laws (Law and Order) Total</b>	<b>432,873</b>	<b>145,824</b>	<b>123,298</b>	<b>(22,526)</b>	<b>-15%</b>	
<b><u>Abandoned Vehicles</u></b>						
Abandoned Vehicles Revenue						
Revenue	(24,000)	(8,000)	(4,715)	3,285	-41%	
Abandoned Vehicles Revenue Total	(24,000)	(8,000)	(4,715)	3,285	-41%	
Abandoned Vehicles Expenditure						
Other Expenses	31,000	10,332	2,993	(7,339)	-71%	
Abandoned Vehicles Expenditure Total	31,000	10,332	2,993	(7,339)	-71%	
Abandoned Vehicles Indirect Costs						
Allocations	409,361	137,749	68,865	(68,884)	-50%	
Abandoned Vehicles Indirect Costs Total	409,361	137,749	68,865	(68,884)	-50%	
<b>Abandoned Vehicles Total</b>	<b>416,361</b>	<b>140,081</b>	<b>67,142</b>	<b>(72,939)</b>	<b>-52%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Inspectorial Control</u></b>						
Inspectorial Control Revenue						
Revenue	(2,428,920)	(820,404)	(977,717)	(157,313)	19%	Due to revenue increase in parking infringements and fines
<b>Inspectorial Control Revenue Total</b>	<b>(2,428,920)</b>	<b>(820,404)</b>	<b>(977,717)</b>	<b>(157,313)</b>	<b>19%</b>	
Inspectorial Control Expenditure						
Other Expenses	1,176,900	600,582	588,291	(12,291)	-2%	
<b>Inspectorial Control Expenditure Total</b>	<b>1,176,900</b>	<b>600,582</b>	<b>588,291</b>	<b>(12,291)</b>	<b>-2%</b>	
Inspectorial Control Indirect Costs						
Allocations	2,442,154	821,782	803,422	(18,360)	-2%	
<b>Inspectorial Control Indirect Costs Total</b>	<b>2,442,154</b>	<b>821,782</b>	<b>803,422</b>	<b>(18,360)</b>	<b>-2%</b>	
<b>Inspectorial Control Total</b>	<b>1,190,134</b>	<b>601,960</b>	<b>413,995</b>	<b>(187,965)</b>	<b>-31%</b>	
<b><u>Car Park Control</u></b>						
Car Park Control Revenue						
Revenue	(2,979,830)	(1,015,174)	(938,012)	77,162	-8%	Due to revenue decrease in parking ticket machine by \$83k and positive variance in parking fees by \$4.7k.
<b>Car Park Control Revenue Total</b>	<b>(2,979,830)</b>	<b>(1,015,174)</b>	<b>(938,012)</b>	<b>77,162</b>	<b>-8%</b>	
Car Park Control Expenditure						
Ground Maintenance	169,830	53,714	52,338	(1,376)	-3%	
Other Expenses	771,933	201,001	183,666	(17,335)	-9%	
<b>Car Park Control Expenditure Total</b>	<b>941,763</b>	<b>254,715</b>	<b>236,004</b>	<b>(18,711)</b>	<b>-7%</b>	
<b>Car Park Control Total</b>	<b>(2,038,067)</b>	<b>(760,459)</b>	<b>(702,008)</b>	<b>58,451</b>	<b>-8%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Kerbside Parking Control</u></b>						
Kerbside Parking Control Revenue						
Revenue	(2,683,550)	(907,151)	(841,582)	65,569	-7%	
<b>Kerbside Parking Control Revenue Total</b>	<b>(2,683,550)</b>	<b>(907,151)</b>	<b>(841,582)</b>	<b>65,569</b>	<b>-7%</b>	
Kerbside Parking Control Expenditure						
Other Expenses	556,964	140,906	166,396	25,490	18%	Timing variance, \$10k Armoured Security Services and \$13k on leasing cost.
<b>Kerbside Parking Control Expenditure Total</b>	<b>556,964</b>	<b>140,906</b>	<b>166,396</b>	<b>25,490</b>	<b>18%</b>	
<b>Kerbside Parking Control Total</b>	<b>(2,126,586)</b>	<b>(766,245)</b>	<b>(675,186)</b>	<b>91,059</b>	<b>-12%</b>	
<b><u>Dog Pound Expenditure</u></b>						
Dog Pound Expenditure						
Building Maintenance	23,000	20,918	482	(20,436)	-98%	No major maintenance yet required.
<b>Dog Pound Expenditure Total</b>	<b>23,000</b>	<b>20,918</b>	<b>482</b>	<b>(20,436)</b>	<b>-98%</b>	
<b>Dog Pound Expenditure Total</b>	<b>23,000</b>	<b>20,918</b>	<b>482</b>	<b>(20,436)</b>	<b>-98%</b>	
<b><u>Director Development Services</u></b>						
Director Development Services Expenditure						
Employee Costs	425,393	147,207	134,276	(12,931)	-9%	
Other Employee Costs	2,290	38	282	244	641%	
Other Expenses	3,880	1,627	611	(1,016)	-62%	
<b>Director Development Services Expenditure Total</b>	<b>431,563</b>	<b>148,872</b>	<b>135,168</b>	<b>(13,704)</b>	<b>-9%</b>	
Director Development Services Indirect Costs						
Allocations	(431,563)	(148,872)	(135,168)	13,704	-9%	
<b>Director Development Services Indirect Costs Total</b>	<b>(431,563)</b>	<b>(148,872)</b>	<b>(135,168)</b>	<b>13,704</b>	<b>-9%</b>	
<b>Director Development Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	



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<b><u>Health Administration and Inspection</u></b>						
Health Administration and Inspection Revenue						
Revenue	(329,700)	(275,442)	(282,093)	(6,651)	2%	
<b>Health Administration and Inspection Revenue Total</b>	<b>(329,700)</b>	<b>(275,442)</b>	<b>(282,093)</b>	<b>(6,651)</b>	<b>2%</b>	
Health Administration and Inspection Expenditure						
Employee Costs	734,929	254,322	199,472	(54,850)	-22%	Timing variance on salaries, and one vacant position.
Other Employee Costs	24,056	8,777	4,986	(3,791)	-43%	
Other Expenses	110,300	24,946	5,472	(19,474)	-78%	Made up of various positive variances that are individually immaterial.
<b>Health Administration and Inspection Expenditure Total</b>	<b>869,285</b>	<b>288,045</b>	<b>209,929</b>	<b>(78,116)</b>	<b>-27%</b>	
Health Administration and Inspection Indirect Cost						
Allocations	412,058	110,892	98,172	(12,720)	-11%	
<b>Health Administration and Inspection Indirect Cost Total</b>	<b>412,058</b>	<b>110,892</b>	<b>98,172</b>	<b>(12,720)</b>	<b>-11%</b>	
<b>Health Administration and Inspection Total</b>	<b>951,643</b>	<b>123,495</b>	<b>26,009</b>	<b>(97,486)</b>	<b>-79%</b>	
<b><u>Food Control</u></b>						
Food Control Revenue						
Revenue	(1,000)	(332)	0	332	-100%	
<b>Food Control Revenue Total</b>	<b>(1,000)</b>	<b>(332)</b>	<b>0</b>	<b>332</b>	<b>-100%</b>	
Food Control Expenditure						
Other Expenses	20,500	5,832	8,701	2,869	49%	
<b>Food Control Expenditure Total</b>	<b>20,500</b>	<b>5,832</b>	<b>8,701</b>	<b>2,869</b>	<b>49%</b>	
<b>Food Control Total</b>	<b>19,500</b>	<b>5,500</b>	<b>8,701</b>	<b>3,201</b>	<b>58%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health Clinics</b>						
Health Clinics Revenue						
Revenue	(19,685)	(7,228)	(5,248)	1,980	-27%	
<b>Health Clinics Revenue Total</b>	<b>(19,685)</b>	<b>(7,228)</b>	<b>(5,248)</b>	<b>1,980</b>	<b>-27%</b>	
Health Clinics Expenditure						
Building Maintenance	20,950	12,333	6,177	(6,156)	-50%	
Ground Maintenance	0	0	1,232	1,232	100%	
Other Expenses	65,849	4,193	4,069	(124)	-3%	
<b>Health Clinics Expenditure Total</b>	<b>86,799</b>	<b>16,526</b>	<b>11,479</b>	<b>(5,047)</b>	<b>-31%</b>	
Health Clinics Indirect Costs						
Allocations	1,816	608	540	(68)	-11%	
<b>Health Clinics Indirect Costs Total</b>	<b>1,816</b>	<b>608</b>	<b>540</b>	<b>(68)</b>	<b>-11%</b>	
<b>Health Clinics Total</b>	<b>68,930</b>	<b>9,906</b>	<b>6,770</b>	<b>(3,136)</b>	<b>-32%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Statutory Planning Services</u></b>						
Statutory Planning Services Revenue						
Revenue	(374,000)	(132,768)	(283,598)	(150,830)	114%	Revenue on Development Application fees and Cash in Lieu higher than estimated.
<b>Statutory Planning Services Revenue Total</b>	<b>(374,000)</b>	<b>(132,768)</b>	<b>(283,598)</b>	<b>(150,830)</b>	<b>114%</b>	
Statutory Planning Services Expenditure						
Employee Costs	901,966	312,130	433,186	121,056	39%	Manager's cost and two employee budgeted costs were incorrectly allocated to Building Services and Corporate Services. To amend in December 2018 budget review.
Other Employee Costs	60,588	22,156	4,799	(17,357)	-78%	\$15k Agency labour cost not yet required.
Other Expenses	210,500	58,421	76,030	17,609	30%	Higher Development Application Panel fees due to increased applications.
<b>Statutory Planning Services Expenditure Total</b>	<b>1,173,054</b>	<b>392,707</b>	<b>514,015</b>	<b>121,308</b>	<b>31%</b>	
Statutory Planning Services Indirect Costs						
Allocations	508,521	136,341	134,862	(1,479)	-1%	
<b>Statutory Planning Services Indirect Costs Total</b>	<b>508,521</b>	<b>136,341</b>	<b>134,862</b>	<b>(1,479)</b>	<b>-1%</b>	
<b>Statutory Planning Services Total</b>	<b>1,307,575</b>	<b>396,280</b>	<b>365,279</b>	<b>(31,001)</b>	<b>-8%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Compliance Services</u></b>						
Compliance Services Revenue						
Revenue	(20,750)	(248)	(11,839)	(11,591)	4674%	Revenue received for fines and penalties as per court order, received earlier than anticipated.
<b>Compliance Services Revenue Total</b>	<b>(20,750)</b>	<b>(248)</b>	<b>(11,839)</b>	<b>(11,591)</b>	<b>4674%</b>	
Compliance Services Expenditure						
Employee Costs	376,256	130,203	143,222	13,019	10%	
Other Employee Costs	6,047	2,571	1,740	(831)	-32%	
Other Expenses	57,200	7,396	14,103	6,707	91%	
<b>Compliance Services Expenditure Total</b>	<b>439,503</b>	<b>140,170</b>	<b>159,065</b>	<b>18,895</b>	<b>13%</b>	
Compliance Services Indirect Costs						
Allocations	222,503	59,236	60,004	768	1%	
<b>Compliance Services Indirect Costs Total</b>	<b>222,503</b>	<b>59,236</b>	<b>60,004</b>	<b>768</b>	<b>1%</b>	
<b>Compliance Services Total</b>	<b>641,256</b>	<b>199,158</b>	<b>207,229</b>	<b>8,071</b>	<b>4%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Policy and Place Services</u></b>						
Policy and Place Services Revenue						
Revenue	(1,600)	(532)	(678)	(146)	27%	
<b>Policy and Place Services Revenue Total</b>	<b>(1,600)</b>	<b>(532)</b>	<b>(678)</b>	<b>(146)</b>	<b>27%</b>	
 Policy and Place Serv Expenditure						
Employee Costs	1,013,962	350,883	353,510	2,627	1%	
Other Employee Costs	13,427	4,546	4,108	(438)	-10%	
Other Expenses	784,300	98,018	51,863	(46,155)	-47%	Budget for donations/sponsorship and heritage Grants not yet acquitted.
Operating Projects	168,000	73,000	3,659	(69,341)	-95%	Timing variance. \$10k on business engagement program and \$60k on parking surveys.
<b>Policy and Place Serv Expenditure Total</b>	<b>1,979,689</b>	<b>526,447</b>	<b>413,140</b>	<b>(113,307)</b>	<b>-22%</b>	
 Policy and Place Services Indirect Cost						
Allocations	516,027	137,614	122,424	(15,190)	-11%	
<b>Policy and Place Services Indirect Cost Total</b>	<b>516,027</b>	<b>137,614</b>	<b>122,424</b>	<b>(15,190)</b>	<b>-11%</b>	
<b>Policy and Place Services Total</b>	<b>2,494,116</b>	<b>663,529</b>	<b>534,886</b>	<b>(128,643)</b>	<b>-19%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Building Control</u></b>						
Building Control Revenue						
Revenue	(236,250)	(88,084)	(97,946)	(9,862)	11%	
<b>Building Control Revenue Total</b>	<b>(236,250)</b>	<b>(88,084)</b>	<b>(97,946)</b>	<b>(9,862)</b>	<b>11%</b>	
Building Control Expenditure						
Employee Costs	542,049	187,581	138,948	(48,633)	-26%	Statutory Planning Manager and one employee costs was incorrectly posted. To amend in December 2018 budget review.
Other Employee Costs	16,260	8,752	28,669	19,917	228%	Variance due to hire of agency labour while a position was vacant.
Other Expenses	37,200	12,732	1,807	(10,925)	-86%	Made up of various favourable variances that are individually immaterial.
<b>Building Control Expenditure Total</b>	<b>595,509</b>	<b>209,065</b>	<b>169,423</b>	<b>(39,642)</b>	<b>-19%</b>	
Building Control Indirect Costs						
Allocations	281,325	75,252	72,752	(2,500)	-3%	
<b>Building Control Indirect Costs Total</b>	<b>281,325</b>	<b>75,252</b>	<b>72,752</b>	<b>(2,500)</b>	<b>-3%</b>	
<b>Building Control Total</b>	<b>640,584</b>	<b>196,233</b>	<b>144,230</b>	<b>(52,003)</b>	<b>-27%</b>	
<b><u>Director Engineering Expenditure</u></b>						
Director Engineering Expenditure						
Employee Costs	400,220	138,496	150,395	11,899	9%	
Other Employee Costs	12,775	2,728	3,823	1,095	40%	
Other Expenses	59,200	15,775	25,663	9,888	63%	
<b>Director Engineering Expenditure Total</b>	<b>472,195</b>	<b>156,999</b>	<b>179,882</b>	<b>22,883</b>	<b>15%</b>	
Director Engineering Indirect Costs						
Allocations	(472,195)	(156,999)	(179,882)	(22,883)	15%	
<b>Director Engineering Indirect Costs Total</b>	<b>(472,195)</b>	<b>(156,999)</b>	<b>(179,882)</b>	<b>(22,883)</b>	<b>15%</b>	
<b>Director Engineering Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>100%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Engineering Design Services</u></b>						
Engineering Design Services Revenue						
Revenue	(8,250)	(873)	(1,661)	(788)	90%	
<b>Engineering Design Services Revenue Total</b>	<b>(8,250)</b>	<b>(873)</b>	<b>(1,661)</b>	<b>(788)</b>	<b>90%</b>	
Engineering Design Services Expenditure						
Employee Costs	498,444	172,492	198,768	26,276	15%	Salary of an employee incorrectly costed, to be corrected in November 2018 report.
Other Employee Costs	30,871	8,078	3,391	(4,687)	-58%	
Other Expenses	274,550	61,138	42,542	(18,596)	-30%	Consultants not yet required.
<b>Engineering Design Services Expenditure Total</b>	<b>803,865</b>	<b>241,708</b>	<b>244,701</b>	<b>2,993</b>	<b>1%</b>	
Engineering Design Services Indirect Costs						
Allocations	319,887	93,094	80,142	(12,952)	-14%	
<b>Engineering Design Services Indirect Costs Total</b>	<b>319,887</b>	<b>93,094</b>	<b>80,142</b>	<b>(12,952)</b>	<b>-14%</b>	
<b>Engineering Design Services Total</b>	<b>1,115,502</b>	<b>333,929</b>	<b>323,182</b>	<b>(10,747)</b>	<b>-3%</b>	
<b><u>Bike Station Expenditure</u></b>						
Bike Station Expenditure						
Other Expenses	8,000	2,000	579	(1,421)	-71%	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>2,000</b>	<b>579</b>	<b>(1,421)</b>	<b>-71%</b>	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>2,000</b>	<b>579</b>	<b>(1,421)</b>	<b>-71%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Street Lighting</u></b>						
Street Lighting Revenue						
Revenue	(23,000)	0	0	0		
Street Lighting Revenue Total	(23,000)	0	0	0		
Street Lighting Expenditure						
Other Expenses	785,000	192,509	172,745	(19,764)	-10%	Timing variance on invoice for electricity.
Street Lighting Expenditure Total	785,000	192,509	172,745	(19,764)	-10%	
<b>Street Lighting Total</b>	<b>762,000</b>	<b>192,509</b>	<b>172,745</b>	<b>(19,764)</b>	<b>-10%</b>	
<b><u>Underground Power Project</u></b>						
Underground Power Project Revenue						
Revenue	0	0	(100)	(100)	100%	
Underground Power Project Revenue Total	0	0	(100)	(100)	100%	
<b>Underground Power Project Total</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>	<b>100%</b>	
<b><u>Bus Shelter</u></b>						
Bus Shelter Revenue						
Revenue	(59,000)	(12,500)	(12,055)	445	-4%	
Bus Shelter Revenue Total	(59,000)	(12,500)	(12,055)	445	-4%	
Bus Shelter Expenditure						
Other Expenses	99,409	5,121	3,539	(1,582)	-31%	
Bus Shelter Expenditure Total	99,409	5,121	3,539	(1,582)	-31%	
<b>Bus Shelter Total</b>	<b>40,409</b>	<b>(7,379)</b>	<b>(8,516)</b>	<b>(1,137)</b>	<b>15%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parking and Street Name Signs Expenditure</u></b>						
Parking and Street Name Signs Expenditure						
Other Expenses	86,000	26,030	20,450	(5,580)	-21%	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>86,000</b>	<b>26,030</b>	<b>20,450</b>	<b>(5,580)</b>	<b>-21%</b>	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>86,000</b>	<b>26,030</b>	<b>20,450</b>	<b>(5,580)</b>	<b>-21%</b>	
<b><u>Crossovers</u></b>						
Crossovers Expenditure						
Other Expenses	13,000	4,332	5,130	798	18%	
<b>Crossovers Expenditure Total</b>	<b>13,000</b>	<b>4,332</b>	<b>5,130</b>	<b>798</b>	<b>18%</b>	
<b>Crossovers Total</b>	<b>13,000</b>	<b>4,332</b>	<b>5,130</b>	<b>798</b>	<b>18%</b>	
<b><u>Roads Linemarking Expenditure</u></b>						
Roads Linemarking Expenditure						
Other Expenses	65,000	11,693	13,210	1,517	13%	
<b>Roads Linemarking Expenditure Total</b>	<b>65,000</b>	<b>11,693</b>	<b>13,210</b>	<b>1,517</b>	<b>13%</b>	
<b>Roads Linemarking Expenditure Total</b>	<b>65,000</b>	<b>11,693</b>	<b>13,210</b>	<b>1,517</b>	<b>13%</b>	
<b><u>Tree Lighting Leederville Expenditure</u></b>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	0	0	0		
<b>Tree Lighting Leederville Expenditure Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Tree Lighting Leederville Expenditure Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parklets Expenditure</u></b>						
Parklets Expenditure						
Other Expenses	2,500	1,228	193	(1,036)	-84%	
<b>Parklets Expenditure Total</b>	<b>2,500</b>	<b>1,228</b>	<b>193</b>	<b>(1,036)</b>	<b>-84%</b>	
<b>Parklets Expenditure Total</b>	<b>2,500</b>	<b>1,228</b>	<b>193</b>	<b>(1,036)</b>	<b>-84%</b>	
<b><u>Environmental Services</u></b>						
Environmental Services Revenue						
Revenue	(26,000)	(6,500)	(8,988)	(2,488)	38%	
<b>Environmental Services Revenue Total</b>	<b>(26,000)</b>	<b>(6,500)</b>	<b>(8,988)</b>	<b>(2,488)</b>	<b>38%</b>	
Environmental Services Expenditure						
Employee Costs	89,486	30,967	28,923	(2,044)	-7%	
Other Employee Costs	1,500	375	0	(375)	-100%	
Other Expenses	229,440	80,857	112,228	31,371	39%	Adopt-a-verge program has increased expenditure over this period.
<b>Environmental Services Expenditure Total</b>	<b>320,426</b>	<b>112,199</b>	<b>141,150</b>	<b>28,951</b>	<b>26%</b>	
Environmental Services Indirect Costs						
Allocations	37,266	12,271	13,344	1,073	9%	
<b>Environmental Services Indirect Costs Total</b>	<b>37,266</b>	<b>12,271</b>	<b>13,344</b>	<b>1,073</b>	<b>9%</b>	
<b>Environmental Services Total</b>	<b>331,692</b>	<b>117,970</b>	<b>145,506</b>	<b>27,536</b>	<b>23%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Property Management Administration</u></b>						
Property Management Administration Revenue						
Revenue	(2,000)	(668)	(775)	(107)	16%	
<b>Property Management Administration Revenue Total</b>	<b>(2,000)</b>	<b>(668)</b>	<b>(775)</b>	<b>(107)</b>	<b>16%</b>	
Property Management Administration Expenditure						
Employee Costs	263,176	91,074	53,226	(37,848)	-42%	Employee salary incorrectly costed to Engineering Services, to be corrected in November 2018 report.
Other Employee Costs	5,534	1,844	1,489	(355)	-19%	
Other Expenses	44,102	14,696	11,913	(2,783)	-19%	
<b>Property Management Administration Expenditure Total</b>	<b>312,812</b>	<b>107,614</b>	<b>66,628</b>	<b>(40,986)</b>	<b>-38%</b>	
Property Management Administration Indirect Costs						
Allocations	155,246	41,823	42,721	898	2%	
<b>Property Management Administration Indirect Costs Total</b>	<b>155,246</b>	<b>41,823</b>	<b>42,721</b>	<b>898</b>	<b>2%</b>	
<b>Property Management Administration Total</b>	<b>466,058</b>	<b>148,769</b>	<b>108,574</b>	<b>(40,195)</b>	<b>-27%</b>	
<b><u>Civic Centre Building</u></b>						
Civic Centre Building Expenditure						
Building Maintenance	178,900	68,419	46,837	(21,582)	-32%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	58,900	19,632	10,955	(8,677)	-44%	
Other Expenses	713,873	40,779	46,598	5,819	14%	
<b>Civic Centre Building Expenditure Total</b>	<b>951,673</b>	<b>128,830</b>	<b>104,390</b>	<b>(24,440)</b>	<b>-19%</b>	
Civic Centre Building Indirect Costs						
Allocations	(1,506,875)	(128,830)	(104,390)	24,440	-19%	
<b>Civic Centre Building Indirect Costs Total</b>	<b>(1,506,875)</b>	<b>(128,830)</b>	<b>(104,390)</b>	<b>24,440</b>	<b>-19%</b>	
<b>Civic Centre Building Total</b>	<b>(555,202)</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Child Care Centres and Play Groups</u></b>						
Child Care Centres and Play Groups Revenue						
Revenue	(18,757)	(6,252)	(2,783)	3,469	-55%	
<b>Child Care Centres and Play Groups Revenue Total</b>	<b>(18,757)</b>	<b>(6,252)</b>	<b>(2,783)</b>	<b>3,469</b>	<b>-55%</b>	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	8,800	3,070	2,465	(605)	-20%	
Ground Maintenance	0	0	720	720	100%	
Other Expenses	44,739	1,612	1,560	(52)	-3%	
<b>Child Care Centres and Play Groups Expenditure Total</b>	<b>53,539</b>	<b>4,682</b>	<b>4,745</b>	<b>63</b>	<b>1%</b>	
Child Care Centres and Play Groups Indirect Costs						
Allocations	1,999	664	664	0	0%	
<b>Child Care Centres and Play Groups Indirect Costs Total</b>	<b>1,999</b>	<b>664</b>	<b>664</b>	<b>0</b>	<b>0%</b>	
<b>Child Care Centres and Play Groups Total</b>	<b>36,781</b>	<b>(906)</b>	<b>2,625</b>	<b>3,531</b>	<b>-390%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Pre Schools and Kindergartens</u></b>						
Pre Schools and Kindergartens Revenue						
Revenue	(53,685)	(17,896)	(15,362)	2,534	-14%	
<b>Pre Schools and Kindergartens Revenue Total</b>	<b>(53,685)</b>	<b>(17,896)</b>	<b>(15,362)</b>	<b>2,534</b>	<b>-14%</b>	
Pre Schools and Kindergartens Expenditure						
Building Maintenance	8,625	4,313	737	(3,577)	-83%	
Ground Maintenance	350	116	0	(116)	-100%	
Other Expenses	50,945	2,444	685	(1,759)	-72%	
<b>Pre Schools and Kindergartens Expenditure Total</b>	<b>59,920</b>	<b>6,873</b>	<b>1,421</b>	<b>(5,452)</b>	<b>-79%</b>	
Pre Schools and Kindergartens Indirect Costs						
Allocations	1,468	492	492	0	0%	
<b>Pre Schools and Kindergartens Indirect Costs Total</b>	<b>1,468</b>	<b>492</b>	<b>492</b>	<b>0</b>	<b>0%</b>	
<b>Pre Schools and Kindergartens Total</b>	<b>7,703</b>	<b>(10,531)</b>	<b>(13,449)</b>	<b>(2,918)</b>	<b>28%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community and Welfare Centres</u></b>						
Community and Welfare Centres Revenue						
Revenue	(91,673)	(30,564)	(20,588)	9,976	-33%	
<b>Community and Welfare Centres Revenue Total</b>	<b>(91,673)</b>	<b>(30,564)</b>	<b>(20,588)</b>	<b>9,976</b>	<b>-33%</b>	
Community and Welfare Centres Expenditure						
Building Maintenance	31,350	10,650	6,683	(3,967)	-37%	
Ground Maintenance	9,250	3,084	1,149	(1,935)	-63%	
Other Expenses	224,384	2,640	3,381	741	28%	
<b>Community and Welfare Centres Expenditure Total</b>	<b>264,984</b>	<b>16,374</b>	<b>11,213</b>	<b>(5,161)</b>	<b>-32%</b>	
Community and Welfare Centres Indirect Costs						
Allocations	6,596	2,200	2,200	0	0%	
<b>Community and Welfare Centres Indirect Costs Total</b>	<b>6,596</b>	<b>2,200</b>	<b>2,200</b>	<b>0</b>	<b>0%</b>	
<b>Community and Welfare Centres Total</b>	<b>179,907</b>	<b>(11,990)</b>	<b>(7,175)</b>	<b>4,815</b>	<b>-40%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Department of Sports and Recreation Building</u></b>						
Dept of Sports and Recreation Building Revenue						
Revenue	(727,091)	(239,327)	(241,692)	(2,365)	1%	
<b>Dept of Sports and Recreation Building Revenue Total</b>	<b>(727,091)</b>	<b>(239,327)</b>	<b>(241,692)</b>	<b>(2,365)</b>	<b>1%</b>	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	144,550	80,508	30,351	(50,157)	-62%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	10,200	3,400	2,314	(1,086)	-32%	
Other Expenses	663,175	70,815	70,752	(63)	0%	
<b>Dept of Sports and Recreation Building Expenditure Total</b>	<b>817,925</b>	<b>154,723</b>	<b>103,418</b>	<b>(51,305)</b>	<b>-33%</b>	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	11,521	3,840	3,840	0	0%	
<b>Dept of Sports and Recreation Building Indirect Costs Total</b>	<b>11,521</b>	<b>3,840</b>	<b>3,840</b>	<b>0</b>	<b>0%</b>	
<b>Department of Sports and Recreation Building Total</b>	<b>102,355</b>	<b>(80,764)</b>	<b>(134,434)</b>	<b>(53,670)</b>	<b>66%</b>	
<b><u>nib Stadium</u></b>						
nib Stadium Revenue						
Revenue	(27,150)	(27,150)	(27,409)	(259)	1%	
<b>nib Stadium Revenue Total</b>	<b>(27,150)</b>	<b>(27,150)</b>	<b>(27,409)</b>	<b>(259)</b>	<b>1%</b>	
nib Stadium Expenditure						
Other Expenses	17,800	0	0	0		
<b>nib Stadium Expenditure Total</b>	<b>17,800</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>nib Stadium Total</b>	<b>(9,350)</b>	<b>(27,150)</b>	<b>(27,409)</b>	<b>(259)</b>	<b>1%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Leederville Oval</u></b>						
Leederville Oval Revenue						
Revenue	(490,591)	(62,286)	(68,518)	(6,232)	10%	
<b>Leederville Oval Revenue Total</b>	<b>(490,591)</b>	<b>(62,286)</b>	<b>(68,518)</b>	<b>(6,232)</b>	<b>10%</b>	
Leederville Oval Expenditure						
Building Maintenance	36,100	11,175	11,926	751	7%	
Ground Maintenance	100,000	28,039	33,693	5,654	20%	
Other Expenses	453,822	30,908	26,708	(4,200)	-14%	
<b>Leederville Oval Expenditure Total</b>	<b>589,922</b>	<b>70,122</b>	<b>72,327</b>	<b>2,205</b>	<b>3%</b>	
Leederville Oval Indirect Costs						
Allocations	10,969	3,656	3,656	0	0%	
<b>Leederville Oval Indirect Costs Total</b>	<b>10,969</b>	<b>3,656</b>	<b>3,656</b>	<b>0</b>	<b>0%</b>	
<b>Leederville Oval Total</b>	<b>110,300</b>	<b>11,492</b>	<b>7,465</b>	<b>(4,027)</b>	<b>-35%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Loftus Centre</u></b>						
Loftus Centre Revenue						
Revenue	(664,125)	(219,092)	(222,000)	(2,908)	1%	
<b>Loftus Centre Revenue Total</b>	<b>(664,125)</b>	<b>(219,092)</b>	<b>(222,000)</b>	<b>(2,908)</b>	<b>1%</b>	
Loftus Centre Expenditure						
Building Maintenance	102,100	28,724	42,195	13,471	47%	Variance due to graffiti cleaning.
Ground Maintenance	28,900	9,632	7,789	(1,843)	-19%	
Other Expenses	896,912	59,423	36,597	(22,826)	-38%	Timing on payment of subsidy.
Operating Projects	140,000	0	0	0		
<b>Loftus Centre Expenditure Total</b>	<b>1,167,912</b>	<b>97,779</b>	<b>86,581</b>	<b>(11,198)</b>	<b>-11%</b>	
Loftus Centre Indirect Costs						
Allocations	20,044	6,680	6,680	0	0%	
<b>Loftus Centre Indirect Costs Total</b>	<b>20,044</b>	<b>6,680</b>	<b>6,680</b>	<b>0</b>	<b>0%</b>	
<b>Loftus Centre Total</b>	<b>523,831</b>	<b>(114,633)</b>	<b>(128,740)</b>	<b>(14,107)</b>	<b>12%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Public Halls</b>						
Public Halls Revenue						
Revenue	(163,125)	(41,950)	(53,758)	(11,808)	28%	Revenue higher than budget estimates for the period.
<b>Public Halls Revenue Total</b>	<b>(163,125)</b>	<b>(41,950)</b>	<b>(53,758)</b>	<b>(11,808)</b>	<b>28%</b>	
Public Halls Expenditure						
Building Maintenance	140,000	48,308	29,728	(18,580)	-38%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	2,500	1,250	0	(1,250)	-100%	
Other Expenses	233,556	11,161	13,032	1,871	17%	
Operating Projects	8,000	0	0	0		
<b>Public Halls Expenditure Total</b>	<b>384,056</b>	<b>60,719</b>	<b>42,760</b>	<b>(17,959)</b>	<b>-30%</b>	
Public Halls Indirect Costs						
Allocations	5,304	1,768	1,768	0	0%	
<b>Public Halls Indirect Costs Total</b>	<b>5,304</b>	<b>1,768</b>	<b>1,768</b>	<b>0</b>	<b>0%</b>	
<b>Public Halls Total</b>	<b>226,235</b>	<b>20,537</b>	<b>(9,229)</b>	<b>(29,766)</b>	<b>-145%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Reserves Pavilions and Facilities</u></b>						
Reserves Pavilions and Facilities Revenue						
Revenue	(80,390)	(20,835)	(29,137)	(8,302)	40%	
<b>Reserves Pavilions and Facilities Revenue Total</b>	<b>(80,390)</b>	<b>(20,835)</b>	<b>(29,137)</b>	<b>(8,302)</b>	<b>40%</b>	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	404,705	143,028	101,978	(41,050)	-29%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	5,500	2,750	0	(2,750)	-100%	
Other Expenses	301,348	29,232	29,177	(55)	0%	
Operating Projects	53,000	53,000	0	(53,000)	-100%	Timing variance on demolition of Beatty park pavilion and Loton park toilets.
<b>Reserves Pavilions and Facilities Expenditure Total</b>	<b>764,553</b>	<b>228,010</b>	<b>131,155</b>	<b>(96,855)</b>	<b>-42%</b>	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	6,828	2,276	2,276	0	0%	
<b>Reserves Pavilions and Facilities Indirect Costs Total</b>	<b>6,828</b>	<b>2,276</b>	<b>2,276</b>	<b>0</b>	<b>0%</b>	
<b>Reserves Pavilions and Facilities Total</b>	<b>690,991</b>	<b>209,451</b>	<b>104,295</b>	<b>(105,156)</b>	<b>-50%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Sporting Clubs Buildings</u></b>						
Sporting Clubs Buildings Revenue						
Revenue	(174,590)	(58,988)	(32,527)	26,461	-45%	Timing variance on maintenance and lease agreement.
<b>Sporting Clubs Buildings Revenue Total</b>	<b>(174,590)</b>	<b>(58,988)</b>	<b>(32,527)</b>	<b>26,461</b>	<b>-45%</b>	
Sporting Clubs Buildings Expenditure						
Building Maintenance	54,050	22,863	12,923	(9,940)	-43%	
Ground Maintenance	2,000	1,000	0	(1,000)	-100%	
Other Expenses	700,940	31,106	23,087	(8,019)	-26%	
Operating Projects	40,000	40,000	0	(40,000)	-100%	Timing variance on demolition of Litis stadium.
<b>Sporting Clubs Buildings Expenditure Total</b>	<b>796,990</b>	<b>94,969</b>	<b>36,009</b>	<b>(58,960)</b>	<b>-62%</b>	
Sporting Clubs Buildings Indirect Costs						
Allocations	25,797	8,604	8,604	0	0%	
<b>Sporting Clubs Buildings Indirect Costs Total</b>	<b>25,797</b>	<b>8,604</b>	<b>8,604</b>	<b>0</b>	<b>0%</b>	
<b>Sporting Clubs Buildings Total</b>	<b>648,197</b>	<b>44,585</b>	<b>12,086</b>	<b>(32,499)</b>	<b>-73%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves Administration</u></b>						
Parks and Reserves Administration Revenue						
Revenue	(3,200)	(1,068)	(1,065)	3	0%	
<b>Parks and Reserves Administration Revenue Total</b>	<b>(3,200)</b>	<b>(1,068)</b>	<b>(1,065)</b>	<b>3</b>	<b>0%</b>	
Parks and Reserves Administration Expenditure						
Employee Costs	1,094,146	378,694	330,358	(48,336)	-13%	Timing variance on salaries.
Other Employee Costs	56,025	18,680	13,907	(4,773)	-26%	
Other Expenses	165,800	14,828	9,233	(5,595)	-38%	
<b>Parks and Reserves Administration Expenditure Total</b>	<b>1,315,971</b>	<b>412,202</b>	<b>353,498</b>	<b>(58,704)</b>	<b>-14%</b>	
Parks and Reserves Administration Indirect Costs						
Allocations	1,294,487	428,544	343,403	(85,141)	-20%	
On Costs Recovery	(1,377,619)	(450,645)	(486,005)	(35,360)	8%	
<b>Parks and Reserves Administration Indirect Costs Total</b>	<b>(83,132)</b>	<b>(22,101)</b>	<b>(142,602)</b>	<b>(120,501)</b>	<b>545%</b>	
<b>Parks and Reserves Administration Total</b>	<b>1,229,639</b>	<b>389,033</b>	<b>209,831</b>	<b>(179,202)</b>	<b>-46%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves</u></b>						
Parks and Reserves Revenue						
Revenue	(61,550)	(19,430)	(6,087)	13,343	-69%	Timing variance in reserve and ground hire. Budget to be amended during midyear review.
<b>Parks and Reserves Revenue Total</b>	<b>(61,550)</b>	<b>(19,430)</b>	<b>(6,087)</b>	<b>13,343</b>	<b>-69%</b>	
Parks and Reserves Expenditure						
Ground Maintenance	2,107,100	793,328	855,657	62,329	8%	
Other Expenses	808,960	19,180	13,561	(5,619)	-29%	
<b>Parks and Reserves Expenditure Total</b>	<b>2,916,060</b>	<b>812,508</b>	<b>869,218</b>	<b>56,710</b>	<b>7%</b>	
Parks and Reserves Indirect Costs						
Allocations	299	100	100	0	0%	
<b>Parks and Reserves Indirect Costs Total</b>	<b>299</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0%</b>	
<b>Parks and Reserves Total</b>	<b>2,854,809</b>	<b>793,178</b>	<b>863,231</b>	<b>70,053</b>	<b>9%</b>	
<b><u>Sporting Grounds</u></b>						
Sporting Grounds Revenue						
Revenue	(64,050)	(16,012)	(36,999)	(20,987)	131%	Revenue higher than budget estimates for the period.
<b>Sporting Grounds Revenue Total</b>	<b>(64,050)</b>	<b>(16,012)</b>	<b>(36,999)</b>	<b>(20,987)</b>	<b>131%</b>	
Sporting Grounds Expenditure						
Ground Maintenance	1,159,500	388,647	393,752	5,105	1%	
Other Expenses	543,854	14,096	158	(13,938)	-99%	
<b>Sporting Grounds Expenditure Total</b>	<b>1,703,354</b>	<b>402,743</b>	<b>393,910</b>	<b>(8,833)</b>	<b>-2%</b>	
<b>Sporting Grounds Total</b>	<b>1,639,304</b>	<b>386,731</b>	<b>356,911</b>	<b>(29,820)</b>	<b>-8%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Road Reserves Expenditure</u>						
Road Reserves Expenditure						
Ground Maintenance	407,550	160,472	123,804	(36,668)	-23%	Timing variance on ground maintenance.
Other Expenses	14,010	4,668	3,651	(1,017)	-22%	
Road Reserves Expenditure Total	421,560	165,140	127,455	(37,685)	-23%	
<u>Road Reserves Expenditure Total</u>	<u>421,560</u>	<u>165,140</u>	<u>127,455</u>	<u>(37,685)</u>	<u>-23%</u>	
<u>Parks Other</u>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(2,778)	(778)	39%	
Parks Other Revenue Total	(2,000)	(2,000)	(2,778)	(778)	39%	
Parks Other Expenditure						
Other Expenses	2,121,420	850,500	885,388	34,888	4%	Timing variance on street trees contractors expense.
Money/Monger Street Trees Surgery	10,000	10,000	14,880	4,880	49%	
Parks Other Expenditure Total	2,131,420	860,500	900,268	39,768	5%	
<u>Parks Other Total</u>	<u>2,129,420</u>	<u>858,500</u>	<u>897,489</u>	<u>38,989</u>	<u>5%</u>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Processable Waste Collection</u></b>						
Processable Waste Collection Revenue						
Revenue	(327,339)	(192,799)	(315,552)	(122,753)	64%	Additional rubbish services revenue.
<b>Processable Waste Collection Revenue Total</b>	<b>(327,339)</b>	<b>(192,799)</b>	<b>(315,552)</b>	<b>(122,753)</b>	<b>64%</b>	
Processable Waste Collection Expenditure						
Employee Costs	852,716	295,107	255,734	(39,373)	-13%	Timing variance on salaries.
Other Employee Costs	13,907	4,218	3,448	(770)	-18%	
Other Expenses	4,222,765	1,038,181	1,165,258	127,077	12%	Timing variance on tipping and labour costs.
<b>Processable Waste Collection Expenditure Total</b>	<b>5,089,388</b>	<b>1,337,506</b>	<b>1,424,441</b>	<b>86,935</b>	<b>6%</b>	
Processable Waste Collection Indirect Costs						
Allocations	734,719	242,703	204,984	(37,719)	-16%	Timing variance for waste management on-costs recovery
On Costs Recovery	(630,519)	(220,606)	(238,554)	(17,948)	8%	
<b>Processable Waste Collection Indirect Costs Total</b>	<b>104,200</b>	<b>22,097</b>	<b>(33,571)</b>	<b>(55,668)</b>	<b>-252%</b>	
<b>Processable Waste Collection Total</b>	<b>4,866,249</b>	<b>1,166,804</b>	<b>1,075,318</b>	<b>(91,486)</b>	<b>-8%</b>	
<b><u>Other Waste Services</u></b>						
Other Waste Services Revenue						
Revenue	(4,500)	(1,125)	(1,445)	(320)	28%	
<b>Other Waste Services Revenue Total</b>	<b>(4,500)</b>	<b>(1,125)</b>	<b>(1,445)</b>	<b>(320)</b>	<b>28%</b>	
Other Waste Services Expenditure						
Other Expenses	677,550	55,091	33,105	(21,986)	-40%	Timing variance for \$11k waste management programs, \$7k dumped rubbish and others that are individually immaterial.
<b>Other Waste Services Expenditure Total</b>	<b>677,550</b>	<b>55,091</b>	<b>33,105</b>	<b>(21,986)</b>	<b>-40%</b>	
<b>Other Waste Services Total</b>	<b>673,050</b>	<b>53,966</b>	<b>31,660</b>	<b>(22,306)</b>	<b>-41%</b>	



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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recycling Expenditure</u></b>						
Recycling Expenditure	915,000	192,968	187,580	(5,388)	-3%	
<b>Recycling Expenditure Total</b>	<b>915,000</b>	<b>192,968</b>	<b>187,580</b>	<b>(5,388)</b>	<b>-3%</b>	
<b><u>Public Works Overhead</u></b>						
Public Works Overhead Revenue						
Revenue	(48,700)	(16,232)	(13,202)	3,030	-19%	
<b>Public Works Overhead Revenue Total</b>	<b>(48,700)</b>	<b>(16,232)</b>	<b>(13,202)</b>	<b>3,030</b>	<b>-19%</b>	
Public Works Overhead Expenditure						
Employee Costs	315,550	109,217	146,666	37,449	34%	Timing variance on salaries.
Other Employee Costs	36,784	11,003	12,487	1,484	13%	
Other Expenses	33,000	6,782	6,173	(609)	-9%	
<b>Public Works Overhead Expenditure Total</b>	<b>385,334</b>	<b>127,002</b>	<b>165,327</b>	<b>38,325</b>	<b>30%</b>	
Public Works Overhead Indirect Costs						
Allocations	474,925	157,221	165,801	8,580	5%	
On Costs Recovery	(483,911)	(179,775)	(189,685)	(9,910)	6%	
<b>Public Works Overhead Indirect Costs Total</b>	<b>(8,986)</b>	<b>(22,554)</b>	<b>(23,885)</b>	<b>(1,331)</b>	<b>6%</b>	
<b>Public Works Overhead Total</b>	<b>327,648</b>	<b>88,216</b>	<b>128,241</b>	<b>40,025</b>	<b>45%</b>	

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	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Plant Operating</u></b>						
Plant Operating Expenditure						
Other Expenses	1,669,270	223,787	232,176	8,389	4%	
<b>Plant Operating Expenditure Total</b>	<b>1,669,270</b>	<b>223,787</b>	<b>232,176</b>	<b>8,389</b>	<b>4%</b>	
Plant Operating Indirect Costs						
Allocations	(1,375,622)	(441,640)	(374,822)	66,818	-15%	
<b>Plant Operating Indirect Costs Total</b>	<b>(1,375,622)</b>	<b>(441,640)</b>	<b>(374,822)</b>	<b>66,818</b>	<b>-15%</b>	
<b>Plant Operating Total</b>	<b>293,648</b>	<b>(217,853)</b>	<b>(142,647)</b>	<b>75,206</b>	<b>-35%</b>	
<b><u>Recoverable Works</u></b>						
Recoverable Works Revenue						
Revenue	(100,000)	(25,000)	(4,044)	20,956	-84%	No major recoverable works carried out.
<b>Recoverable Works Revenue Total</b>	<b>(100,000)</b>	<b>(25,000)</b>	<b>(4,044)</b>	<b>20,956</b>	<b>-84%</b>	
Recoverable Works Expenditure						
Other Expenses	50,000	0	3,994	3,994	100%	
<b>Recoverable Works Expenditure Total</b>	<b>50,000</b>	<b>0</b>	<b>3,994</b>	<b>3,994</b>	<b>100%</b>	
<b>Recoverable Works Total</b>	<b>(50,000)</b>	<b>(25,000)</b>	<b>(50)</b>	<b>24,950</b>	<b>-100%</b>	
<b><u>Drainage Expenditure</u></b>						
Drainage Expenditure						
Other Expenses	338,022	51,066	42,661	(8,405)	-16%	
<b>Drainage Expenditure Total</b>	<b>338,022</b>	<b>51,066</b>	<b>42,661</b>	<b>(8,405)</b>	<b>-16%</b>	
<b>Drainage Expenditure Total</b>	<b>338,022</b>	<b>51,066</b>	<b>42,661</b>	<b>(8,405)</b>	<b>-16%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Footpaths/Cycleways Expenditure</u>						
Footpaths/Cycleways Expenditure						
Other Expenses	915,914	60,810	83,298	22,488	37%	Timing variance.
Footpaths/Cycleways Expenditure Total	915,914	60,810	83,298	22,488	37%	
Footpaths/Cycleways Expenditure Total	915,914	60,810	83,298	22,488	37%	
<u>Rights of Way Expenditure</u>						
Rights of Way Expenditure						
Other Expenses	220,510	36,620	7,973	(28,647)	-78%	No major maintenance yet required.
Rights of Way Expenditure Total	220,510	36,620	7,973	(28,647)	-78%	
Rights of Way Expenditure Total	220,510	36,620	7,973	(28,647)	-78%	
<u>Roads Expenditure</u>						
Roads Expenditure						
Other Expenses	2,090,709	46,968	38,750	(8,218)	-17%	
Roads Expenditure Total	2,090,709	46,968	38,750	(8,218)	-17%	
Roads Expenditure Total	2,090,709	46,968	38,750	(8,218)	-17%	
<u>Street Cleaning Expenditure</u>						
Street Cleaning Expenditure						
Other Expenses	747,500	245,408	226,746	(18,662)	-8%	
Street Cleaning Expenditure Total	747,500	245,408	226,746	(18,662)	-8%	
Street Cleaning Expenditure Total	747,500	245,408	226,746	(18,662)	-8%	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	166,000	18,588	14,027	(4,562)	-25%	
Traffic Control for Roadworks Expenditure Total	166,000	18,588	14,027	(4,562)	-25%	
<u>Traffic Control for Roadworks Expenditure Total</u>	<u>166,000</u>	<u>18,588</u>	<u>14,027</u>	<u>(4,562)</u>	<u>-25%</u>	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	500	317	0	(317)	-100%	
Roadwork Signs and Barricades Expenditure Total	500	317	0	(317)	-100%	
<u>Roadwork Signs and Barricades Expenditure Total</u>	<u>500</u>	<u>317</u>	<u>0</u>	<u>(317)</u>	<u>-100%</u>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 31 OCTOBER 2018

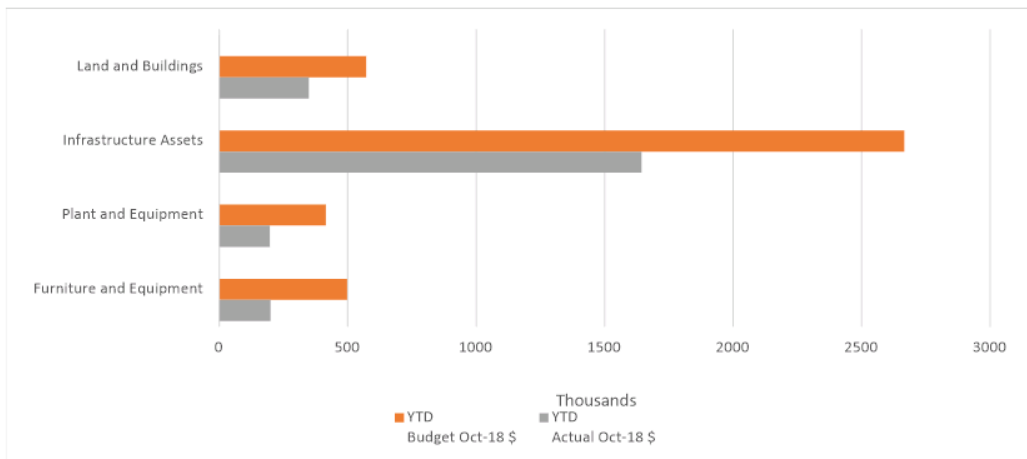


	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actual Oct-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Works Depot</u></b>						
Works Depot Expenditure						
Employee Costs	226,552	78,397	61,623	(16,774)	-21%	Timing variance on salaries.
Other Employee Costs	3,000	1,000	472	(528)	-53%	
Other Expenses	9,750	3,685	2,874	(811)	-22%	
<b>Works Depot Expenditure Total</b>	<b>239,302</b>	<b>83,082</b>	<b>64,969</b>	<b>(18,113)</b>	<b>-22%</b>	
Works Depot Indirect Costs						
Allocations	(239,302)	(83,082)	(64,969)	18,113	-22%	
<b>Works Depot Indirect Costs Total</b>	<b>(239,302)</b>	<b>(83,082)</b>	<b>(64,969)</b>	<b>18,113</b>	<b>-22%</b>	
<b>Works Depot Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	
<b><u>Depot Building</u></b>						
Depot Occupancy Costs						
Building Maintenance	101,350	30,240	22,785	(7,455)	-25%	
Ground Maintenance	5,100	2,432	3,404	972	40%	
Other Expenses	243,103	42,948	42,450	(498)	-1%	
<b>Depot Occupancy Costs Total</b>	<b>349,553</b>	<b>75,620</b>	<b>68,638</b>	<b>(6,982)</b>	<b>-9%</b>	
Depot Indirect Costs						
Allocations	(349,553)	(75,620)	(68,638)	6,982	-9%	
<b>Depot Indirect Costs Total</b>	<b>(349,553)</b>	<b>(75,620)</b>	<b>(68,638)</b>	<b>6,982</b>	<b>-9%</b>	
<b>Depot Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operating</b>	<b>2,269,612</b>	<b>(26,047,958)</b>	<b>(27,144,476)</b>	<b>(1,096,518)</b>	<b>4%</b>	

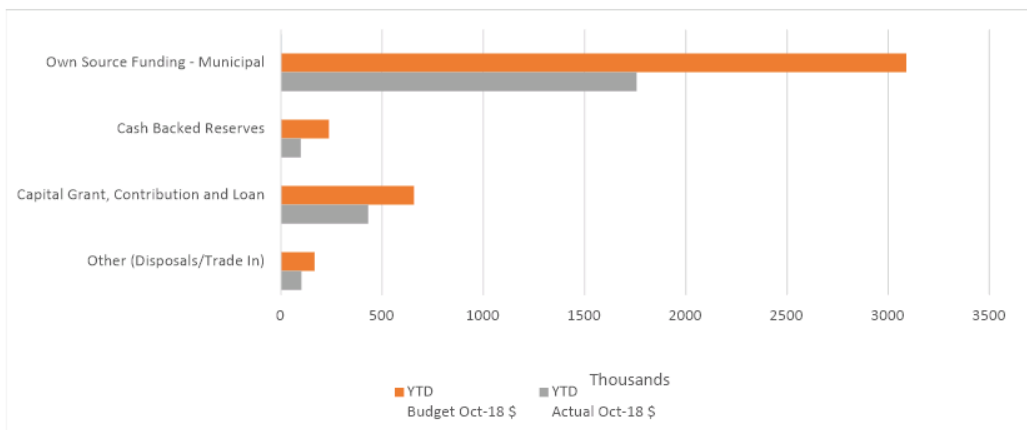
CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



CAPITAL EXPENDITURE	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2018/19	Oct-18	Oct-18		
	\$	\$	\$	\$	%
Land and Buildings	2,729,200	571,200	348,125	(223,075)	-39%
Infrastructure Assets	7,939,502	2,666,404	1,642,647	(1,023,757)	-38%
Plant and Equipment	3,085,811	414,401	196,420	(217,981)	-53%
Furniture and Equipment	1,194,911	497,911	199,680	(298,231)	-60%
<b>Total</b>	<b>14,949,424</b>	<b>4,149,916</b>	<b>2,386,872</b>	<b>(1,763,044)</b>	<b>-42%</b>



FUNDING	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2018/19	Oct-18	Oct-18		
	\$	\$	\$	\$	%
Own Source Funding - Municipal	11,098,380	3,089,392	1,756,403	(1,332,989)	-43%
Cash Backed Reserves	1,546,190	237,190	97,923	(139,267)	-59%
Capital Grant, Contribution and Loan	1,829,854	657,334	430,987	(226,347)	-34%
Other (Disposals/Trade In)	475,000	166,000	101,559	(64,441)	-39%
<b>Total</b>	<b>14,949,424</b>	<b>4,149,916</b>	<b>2,386,872</b>	<b>(1,763,044)</b>	<b>-42%</b>





CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>LAND &amp; BUILDING ASSETS</b>						
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Administration and Civic Centre - Workforce Accommodation Upgrade/Renewal	120,000	70,000	29,927	(40,073)	-57%	Work in progress.
<b>BEATTY PARK LEISURE CENTRE</b>						
Beatty Park Leisure Centre - Risk Renewals	700,000	0	30,947	30,947	100%	Work commenced ahead of schedule.
Beatty Park Leisure Centre - Plumbing Compliance	60,000	0	22,370	22,370	100%	Work commenced ahead of schedule.
Beatty Park Leisure Centre - Remedial Works	70,000	70,000	14,744	(55,256)	-79%	Timing variance, works in progress.
Beatty Park Leisure Centre - Changeroom Tiles Replacement			2,970	2,970	0%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>DEPARTMENT OF SPORTS AND RECREATION</b>						
Carpet Replacement - DSR □	150,000	0	0	0	0%	
<b>LOFTUS RECREATION CENTRE</b>						
Loftus Centre Stormwater Infrastructure Renewal	10,000	0	5,742	5,742	100%	Work commenced ahead of schedule.
Renewal of ceiling fabric and upgrade of lights throughout centre	115,000	115,000	75,963	(39,037)	-34%	Timing variance, works in progress.
Refrigerated A/C Plant Renewal	0	0	3,159	3,159	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>LEEDERVILLE OVAL</b>						
Leederville Oval - Miscellaneous Structural Renewal	60,000	0	0	0	0%	
Carpet Replacement - Leederville Oval Buildings (East Perth Football Club)	30,000	0	0	0	0%	
<b>WORKS DEPOT</b>						
Depot - Resurfacing and Reconstruction of Front Bin Bays	75,000	0	0	0	0%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Commentary
<b>MISCELLANEOUS</b>						
Braithwaite Park public toilet block upgrade and refurbishment	120,000	120,000	98,611	(21,389)	-18%	Work completed, awaiting invoice from supplier.
Mens Shed - Macerator Sewer Upgrade	46,200	46,200	34,862	(11,338)	-25%	Work completed, awaiting invoice from supplier.
Child Health Centres - Yield Up to Lease Renewal. Leederville Child Health Clinic	17,500	0	0	0	0%	
Child Health Centres - Yield Up to Lease Renewal Mt Hawthorn Child Health Clinic	17,500	0	0	0	0%	
Child Health Centres - Yield Up to Lease Renewal Highgate Child Health Clinic	17,500	0	0	0	0%	
Child Health Centres - Yield Up to Lease Renewal North Perth.	17,500	0	0	0	0%	
North Perth Main Hall - A/C New	100,000	0	0	0	0%	
North Perth Bowling Club - Timber Floor Renewal	15,000	0	0	0	0%	
Miscellaneous Building Renewal	50,000	10,000	11,228	1,228	12%	
Mt Hawthorn Community Centre - Hub Upgrade	350,000	0	4,737	4,737	100%	
Loton Park Tennis Club - Compliance and Structure Renewal	20,000	20,000	0	(20,000)	-100%	Works to commence in January 2019.
Sports Club - Forrest Park Croquet Ceiling and Lighting Renewal	80,000	80,000	0	(80,000)	-100%	Works to commence in March 2019.
Solar Photovoltaic Panel System Installation - Library	107,000	0	0	0	0%	
Solar Photovoltaic Panel System Installation - Beatty Park	107,000	0	0	0	0%	
Solar Photovoltaic Panel System Installation - Administration and Civic Centre	107,000	0	3,443	3,443	100%	
Solar Photovoltaic Panel System Installation - Depot	107,000	0	0	0	0%	
Library - Reception Desk Fit-Out Renewal	35,000	35,000	0	(35,000)	-100%	Works to commence in February 2019.
Airconditioner Renewal Program	25,000	5,000	0	(5,000)	-100%	
Woodville Reserve - Power upgrade	0	0	9,424	9,424	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>FOR LAND &amp; BUILDING ASSETS</b>	<b>2,729,200</b>	<b>571,200</b>	<b>348,125</b>	<b>(223,075)</b>	<b>-39%</b>	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>INFRASTRUCTURE ASSETS</b>						
<b>TRAFFIC MANAGEMENT</b>						
Improvements at Vincent/Oxford Streets	5,500	5,500	0	(5,500)	-100%	
Intersections at Bourke and Loftus Streets	30,000	30,000	33,602	3,602	12%	
Improved pedestrian crossings at signalised intersections	230,000	230,000	0	(230,000)	-100%	Timing variance, Main Roads WA conducting design works.
40kph area wide speed zone trial	150,000	0	5,674	5,674	100%	
Intersection Modifications Scarborough Beach Road, Green, Main and Brady Streets	30,000	15,000	0	(15,000)	-100%	Works to commence in February 2019.
Retractable Bollards Leederville Town Centre	60,000	0	0	0	0%	
Miscellaneous Traffic Management Requests	80,000	20,000	15,436	(4,564)	-23%	
Safety Balustrade Beaufort Street, Highgate	15,000	15,000	4,066	(10,934)	-73%	Work in progress.
Signalised Pedestrian Crossings Program	250,000	0	0	0	0%	
<b>BLACK SPOT PROGRAM</b>						
Newcastle and Palmerston Streets	40,000	40,000	0	(40,000)	-100%	Project on hold, pending discussion with City of Perth and Main Roads WA.
Ruby and Fitzgerald Streets	10,000	10,000	9,590	(410)	-4%	
Intersection Lincoln and Wright Streets Roundabout	150,000	75,000	1,000	(74,000)	-99%	Major works to commenct in April 2019.
<b>STREETSCAPE IMPROVEMENTS</b>						
Greening (Streetscapes)	380,000	200,000	50,971	(149,029)	-75%	Timing variance, on-going project to be completed by June 2019.
North Perth Public Open Space	719,514	92,514	28,648	(63,866)	-69%	Tender preparation in progress, works will commence thereafter.
Oxford street/Newcastle street shared space	310,000	30,000	0	(30,000)	-100%	Project to commence in January 2019.
Planned Fitzgerald Street Upgrades	15,000	10,000	0	(10,000)	-100%	
Streetscape Improvements/Place Making - Miscellaneous Renewals	30,000	10,000	12,719	2,719	27%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Commentary
<b>ROADWORKS - LOCAL ROADS PROGRAM</b>					
Cleaver St - Carr St - Roundabout	50,000	50,000	49,913	(87)	0%
Norfolk Street - Vincent St to Chelmsford Rd	0	0	49	49	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Hutt Street - Grosvenor Rd to Raglan Rd	0	0	1,003	1,003	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Summers Street - Joel to River	67,000	67,000	12,214	(54,786)	-82% Timing variance.
Magnolia Street - Farmer to Waugh	60,000	60,000	49,836	(10,164)	-17% Timing variance.
Mignonette Street - Farmer to Waugh	60,000	60,000	49,986	(10,014)	-17% Timing variance.
Marian Street - Oxford to Scott	106,000	0	76,011	76,011	100% Work commenced ahead of schedule.
Rae Street - Marian to Tennyson	68,000	68,000	61,474	(6,526)	-10%
Bondi Street - Scar Bch Rd to Merredin	22,500	22,500	24,545	2,045	9%
Brentham St - Slow point near school to Namatjira	131,000	0	97,963	97,963	100% Work commenced ahead of schedule.
Elven Street - Richmond to Emmerson	17,500	17,500	13,261	(4,239)	-24%
Curtis Street - Walcott to Harold	30,000	0	20,848	20,848	100% Work commenced ahead of schedule.
Cleaver Street - Carr to Newcasatle	18,000	0	24,211	24,211	100% Work commenced ahead of schedule.
<b>ROADWORKS - REHABILITATION (MRRG PROGRAM)</b>					
Beaufort/Brisbane Street Intersection Improvements	137,779	15,000	0	(15,000)	-100% Works to commence in December 2018.
Brisbane Street - Beaufort to William Street	134,214	15,000	0	(15,000)	-100% Works to commence in December 2018.
Beaufort Street - Brisbane to Parry Street	51,043	0	0	0	0%
Bulwer Street, Lord Street to Brisbane Street	156,600	33,000	95,091	62,091	188% Timing variance, works commenced ahead of schedule.
Newcastle Street, Loftus Street to Charles Street	226,600	33,000	655	(32,346)	-98% Timing variance.
Lincoln Street to Harold Street	224,200	34,000	103,492	69,492	204% Timing variance, works commenced ahead of schedule.
<b>ROADWORKS - ROADS TO RECOVERY PROGRAM</b>					
Curtis Street - Walcott to Harold	41,662	0	66,606	66,606	100% Work commenced ahead of schedule.
Cleaver Street - Carr to Newcasatle	118,000	0	83,158	83,158	100% Work commenced ahead of schedule.
Randell Street - Fitzgerald St to Palmerston St	0	0	5,221	5,221	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance	Commentary
<b>RIGHTS OF WAY</b>							
Rights of Way Renewal Program	75,000	0	4,014	4,014	100%		
<b>SLAB FOOTPATH PROGRAMME</b>							
Footpath Prog - Kalgoorlie St	0	0	(95)	(95)	100%	2017-18 project, refund received.	
Newcastle St - Water Corp to Loftus St	22,500	0	14,799	14,799	100%	Work commenced ahead of schedule.	
Walcott St - Alma Rd to Raglan Rd	8,000	8,000	7,405	(595)	-7%		
Anzac Rd - Loftus St to Scarborough Bch Road	19,000	19,000	11,210	(7,790)	-41%		
Bourke St - Deague Court to Charles St	12,500	12,500	0	(12,500)	-100%	Project to commence in December 2018.	
Golding St - Newcastle St to Old Aberdeen Place	13,000	0	0	0	0%		
Green St - Matlock St to Bus Stop	25,000	0	21,436	21,436	100%	Work commenced ahead of schedule.	
Tactile Paving Town Centres	10,000	0	0	0	0%		
Ellesmere Street path extension - Stage 3	52,000	26,000	0	(26,000)	-100%	Timing variance, project to commence in December 2018 budget review.	
<b>BICYCLE NETWORK</b>							
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	50,000	0	(50,000)	-100%	Timing variance, project to commence in December 2018.	
Bike Boulevard Stage 2	500,000	500,000	171,209	(328,791)	-66%	Timing variance, works in progress	
Bike Network Plan 2015-16 Implementation (Loftus Street - Vincent to Richmond St)	420,000	200,000	1,500	(198,500)	-99%	Ongoing project, to be completed by June 2019.	
Swan River PSP Upgrade - Summers St to Windan Bridge Link	135,000	0	0	0	0%		
Bike Parking	20,000	5,000	1,213	(3,787)	-76%		

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Commentary
<b>CAR PARK DEVELOPMENT</b>						
Chelmsford Road Car Park	0	0	42,512	42,512	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
North Perth Parking	98,800	83,800	0	(83,800)	-100%	Project at planning stage.
North Perth ACROD Parking Bays	0	0	1,045	1,045	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Parking Restriction Implementation	75,000	75,000	0	(75,000)	-100%	Project on planning stage.
Chelmsford Road Car Park Rehabilitation Works Stage 2	45,000	0	0	0	0%	
Dunedin Street Car Park Rehabilitation Works	46,000	0	0	0	0%	
Frame Court Car Park Rehabilitation Works - Stage 1	40,000	20,000	45,285	25,285	126%	Work commenced ahead of schedule.
Raglan Road Car Park Rehabilitation Works Stage 2	48,000	0	0	0	0%	
The Avenue Car Park Rehabilitation Works - Stage 1	40,000	20,000	20,362	362	2%	
North Perth Parking					0%	
Beatty Park Reserve car park - Lighting	0	0	2,936	2,936	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Raglan Road Car Park - Resurfacing & Lighting	0	0	31,236	31,236	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>DRAINAGE</b>						
Beatty Park Reserve - Drainage Improvements	150,000	0	0	0	0%	
Lawler Street Sump - Infill	0	0	1,120	1,120	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Gully Soakwell Program	80,000	20,000	0	(20,000)	-100%	Project to commence in January 2019.
Drainage - Miscellaneous Improvements	50,000	12,500	5,283	(7,217)	-58%	
Drainage - Britannia Road Drain Inspection	25,000	0	0	0	0%	



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
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	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Commentary
<b>PARKS AND RESERVES</b>						
Axford Park - Redevelopment	165,000	120,000	57,174	(62,826)	-52%	Project pending on council adoption of project plan.
Kyllia Park	0	0	274	274	0%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Les Lilleyman Reserve - Eco-zoning	0	0	181	181	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Menzies Park - Replace groundwater bore	0	0	9,562	9,562	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Loftus Rec Centre - Synthetic Soccer Pitch Surface	0	0	38,460	38,460	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Playgrounds for under 4yo	40,000	0	0	0	0%	
Hyde Park Lighting Improvement	20,000	0	0	0	0%	
Central Control Irrigation System	60,000	30,000	38,745	8,745	29%	Work commenced ahead of schedule.
Stuart Street Reserve - Replace Groundwater Bore	45,000	30,000	0	(30,000)	-100%	Works to commence in December 2018.
Public Open Space Strategy Implementation	250,000	0	0	0	0%	
Banks Reserve Master Plan Implementation - Stage 1	450,000	0	668	668	100%	
Les Lilleyman Reserve - Installation of perimeter path (Stage 2)	100,000	30,000	0	(30,000)	-100%	Works to commence in December 2018.
Forrest Park - Replacement Playground Shade Sails	12,000	12,000	0	(12,000)	-100%	Timing variance.
Les Lilleyman Reserve - Replace Playground Sofffall	42,000	0	40,000	40,000	100%	
Parks Furniture - Replacement	20,000	0	0	0	0%	
Woodville Reserve - Extension to Perimeter Fencing	35,000	35,000	16,017	(18,983)	-54%	Timing variance.
Jack Marks Reserve - Installation of additional paving	15,000	15,000	72	(14,928)	-100%	Design still in progress.
Jack Marks Reserve - Installation of Seating (Dog Park)	25,000	0	0	0	0%	
Netball Installation Public Open Space	12,000	0	0	0	0%	
Banks Reserve - Foreshore restoration stage 2	0	0	7,750	7,750	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>MISCELLANEOUS</b>						
Upgrade and install new street lighting	0	0	0	0	0%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Bus Shelters	0	0	1,210	1,210	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Leederville Tennis Club - Bore Motor Replacement	3,590	3,590	3,588	(2)	0%	
North Perth Community Garden (NPCG)	10,000	6,000	7,287	1,287	21%	
Oxford Skate Park - Metal Halfpipe Renewal	50,000	50,000	18,143	(31,858)	-64%	Timing variance.
Install Recycling Bins in Public Areas	35,000	0	980	980	100%	
Upgrade and Install New Street Lighting	15,000	5,000	0	(5,000)	-100%	
Bus Shelters- Replace and Upgrade	40,000	20,000	22,821	2,821	14%	
Regrade and Resurface Verge Parking for Church Adjacent 49 Jugan Street, Mt Hawthorn	70,000	0	0	0	0%	
<b>TOTAL EXPENDITURE</b>						
<b>FOR INFRASTRUCTURE ASSETS</b>	<b>7,939,502</b>	<b>2,666,404</b>	<b>1,642,647</b>	<b>(1,023,757)</b>	<b>-38%</b>	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>						
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME</b>						
Light Fleet - Annual Changeovers	542,500	133,000	102,203	(30,797)	-23%	
<b>MAJOR PLANT REPLACEMENT PROGRAMME</b>						
Single Axle Truck (Flocon)	230,000	0	0	0	0%	
All Terrain Vehicle (ATV) - Parks	30,000	0	0	0	0%	
Single Axle Truck (Parks Mowing Operations)	170,000	0	0	0	0%	
Replace Existing Rear Loader (Rubbish Truck)	430,000	0	0	0	0%	
Replace Existing Hydraulic Breaker	30,000	0	0	0	0%	
Renew Existing Plant: Depot Forklift	40,000	40,000	0	(40,000)	-100%	
Replace Existing Skid Steer Loader	130,000	0	0	0	0%	
Replace Existing Side Loader (Rubbish Truck)	430,000	0	0	0	0%	
Tractor/Front End Loader (FEL) - Hyde Park	70,000	0	0	0	0%	
Miscellaneous Minor Plant & Equipment - Works & Operations Services	30,000	0	290	290	100%	
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Multiple Sites - CCTV Upgrade/New	80,000	0	0	0	0%	
<b>BEATTY PARK LEISURE CENTRE</b>						
Boiler Replacement	182,401	182,401	0	(182,401)	-100%	Project in planning stage.
Upgrade fire panel	0	0	3,725	3,725	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Switchboard in top level of plantroom	0	0	11,934	11,934	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Beatty Park Leisure Centre - Safety Fence - New	25,000	25,000	21,238	(3,762)	-15%	Work complete, awaiting invoice from supplier.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>COMMUNITY SERVICES</b>						
Parking Machines Asset Replacement Program	40,000	30,000	0	(30,000)	-100%	Audit in progress.
Rosemount Hotel Car Park - ticket parking machines	20,000	0	0	0	0%	
Replace Autocite Units (mobile infringement hardware)	0	0	711	711	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Parking Machines Asset Replacement Program	0	0	5,040	5,040	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>WORKS DEPOT</b>						
Works Depot - APAC HVAC Renewal	25,000	0	0	0	0%	
High Pressure Cleaner for Depot	15,000	0	11,525	11,525	100%	
<b>MISCELLANEOUS</b>						
Water and Energy Efficiency Initiatives	50,000	0	36,403	36,403	100%	
Loftus Recreation Centre - Asset Renewal Program (Lease) Belgravia Leisure	50,000	0	0	0	0%	
Laneway Lighting Program (Right of Way)	84,990	0	0	0	0%	
Relocate UMS supply for the CCTV Camera in Oxford street	20,000	0	0	0	0%	
Beaufort Street CCTV Network Upgrade	305,510	0	0	0	0%	
<b>COMMUNITY SERVICES</b>						
Parking Sensors Pilot Project	51,410	0	0	0	0%	
<b>LIBRARY</b>						
Library - Split System Renewal	4,000	4,000	3,350	(650)	-16%	
<b>TOTAL EXPENDITURE FOR PLANT &amp; EQUIPMENT ASSETS</b>	<b>3,085,811</b>	<b>414,401</b>	<b>196,420</b>	<b>(217,981)</b>	<b>-53%</b>	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>						
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
<b>INFORMATION TECHNOLOGY</b>						
Upgrade of IT Firewall	80,000	80,000	0	(80,000)	-100%	Work in progress.
Upgrade IT Network Remote Access Facility	30,000	30,000	0	(30,000)	-100%	Work in progress.
Online Lodgement of Applications	70,000	70,000	1,754	(68,246)	-97%	Work in progress.
Upgrade Two Way Radio Fleet	100,000	100,000	106,033	6,033	6%	Timing variance.
Backup Server	40,000	0	0	0	0%	
Business System Implementation Project	300,000	80,000	0	(80,000)	-100%	Project to commence in December 2018.
Disc for Storage System	10,000	0	0	0	0%	
Replacement of the old printers	20,000	20,000	0	(20,000)	-100%	
Renew Switches	35,000	0	0	0	0%	
Wi-Fi Installation	60,000	30,000	0	(30,000)	-100%	
Computers - Additional to Fleet PC's	10,000	10,000	9,078	(922)	-9%	
Redevelopment of Website (stage 2)	0	0	10,885	10,885	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Graffiti Reporting Equipment	0	0	3,055	3,055	100%	Grant of \$11,617 received from WA Police, to be adjusted in December budget review.
<b>BEATTY PARK LEISURE CENTRE</b>						
Beatty Park Leisure Centre - Strength Equipment	102,000	0	48,818	48,818	100%	Project commenced ahead of schedule.
Beatty Park Leisure Centre - NFA Renewals	20,000	5,000	8,032	3,032	61%	
<b>MARKETING &amp; COMMUNICATIONS</b>						
Mount Lawley/ Highgate Town Centre Streetscape Upgrades	75,000	0	0	0	0%	
Public Art Project	200,000	30,000	0	(30,000)	-100%	Pending council decision after review of Art Development Action Plan.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>PUBLIC HALLS</b>						
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renew	29,911	29,911	2,158	(27,753)	-93%	Timing variance.
<b>HEALTH SERVICES</b>						
Replacement and upgrade of Sound Level Meters	13,000	13,000	9,867	(3,133)	-24%	
<b>TOTAL EXPENDITURE FOR FURNITURE &amp; EQUIPMENT ASSETS</b>	<b>1,194,911</b>	<b>497,911</b>	<b>199,680</b>	<b>(298,231)</b>	<b>-60%</b>	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>14,949,424</b>	<b>4,149,916</b>	<b>2,386,872</b>	<b>(1,763,044)</b>	<b>-42%</b>	

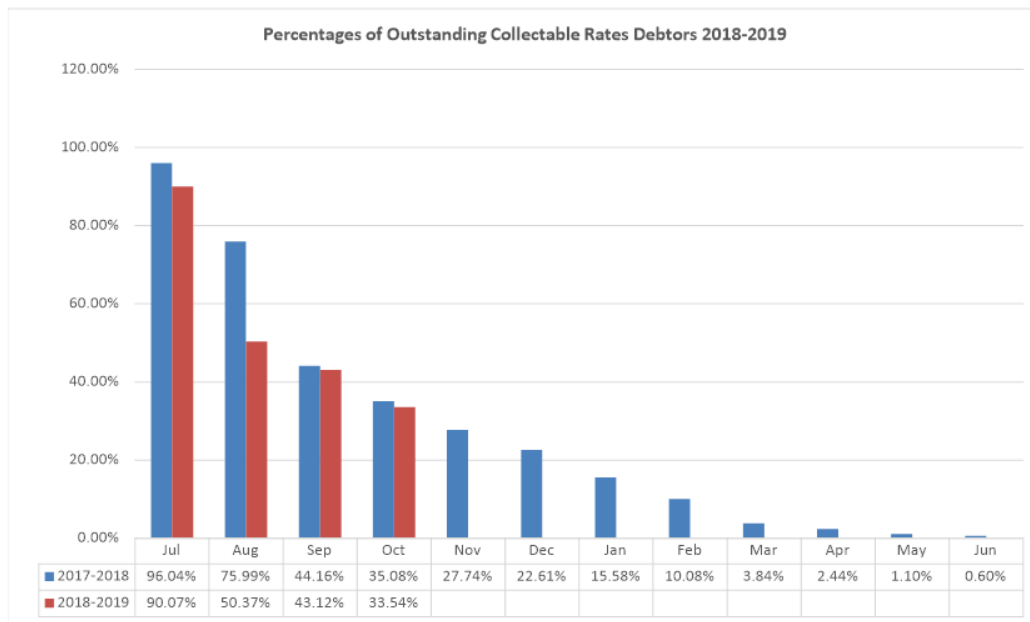


CITY OF VINCENT  
NOTE 6 - CASH BACKED RESERVES  
AS AT 31 OCTOBER 2018



Reserve Particulars	Budget Opening Balance 01/07/2018 \$	Actual Opening Balance 01/07/2018 \$	Budget Transfers to Reserve 30/06/2019 \$	YTD Actual Transfers to Reserve 31/10/2018 \$	Budget Interest Earned 30/06/2019 \$	YTD Actual Interest Earned 31/10/2018 \$	Budget Transfers from Reserve 30/06/2019 \$	YTD Actual Transfers from Reserve 31/10/2018 \$	Budget Closing Balance 30/06/2019 \$	Actual Closing Balance 31/10/2018 \$
Administration Centre Reserve	325	363	0	0	8	1	(333)	(364)	0	0
Asset Sustainability Reserve	3,896,088	3,896,230	63,585	62,173	91,212	33,348	(700,000)	(30,947)	3,350,885	3,960,804
Beatty Park Leisure Centre Reserve	158,558	149,681	0	0	3,712	1,892	(55,000)	0	107,270	151,573
Capital Reserve	7,707	7,671	0	0	180	17	(7,887)	(7,688)	0	0
Cash in Lieu Parking Reserve	775,156	1,688,491	0	8,354	18,148	8,303	(83,800)	0	709,504	1,705,148
Electronic Equipment Reserve	54,098	54,004	0	0	1,267	119	(55,365)	(54,121)	0	2
Hyde Park Lake Reserve	152,430	152,168	0	0	3,569	1,290	0	0	155,999	153,458
Land and Building Acquisition Reserve	284,705	284,213	0	0	6,665	2,409	0	0	291,370	286,622
Leederville Oval Reserve	221,911	222,530	0	0	5,195	1,885	(90,000)	0	137,106	224,415
Leederville Tennis Reserve	3,021	3,024	14,345	14,371	71	72	(4,805)	(4,803)	12,632	12,664
Loftus Community Centre Reserve	24,562	24,544	6,250	3,115	575	217	0	0	31,387	27,876
Loftus Recreation Centre Reserve	58,188	58,631	57,415	19,123	1,362	536	0	0	116,965	78,290
North Perth Tennis Reserve	47,992	47,925	4,770	227	1,124	407	0	0	53,886	48,559
Office Building Reserve - 246 Vincent Street	535,380	536,594	0	0	12,534	4,577	(150,000)	0	397,914	541,171
Parking Facility Reserve	98,720	100,899	0	0	2,311	856	0	0	101,031	101,755
Percentage For Public Art Reserve	0	0	200,000	0	0	0	(200,000)	0	0	0
Plant and Equipment Reserve	208,302	210,436	0	0	4,877	1,783	(199,000)	0	14,179	212,219
State Gymnastics Centre Reserve	75,314	83,757	10,790	8,770	1,763	766	0	0	87,867	93,293
Strategic Waste Management Reserve	21,440	21,402	0	0	502	182	0	0	21,942	21,584
Tamala Park Land Sales Reserve	3,478,477	3,478,572	939,498	0	81,437	29,482	0	0	4,499,412	3,508,054
Underground Power Reserve	201,035	200,690	0	0	4,707	1,701	0	0	205,742	202,391
Waste Management Plant and Equipment Reserve	206,768	210,145	0	0	4,841	1,782	0	0	211,609	211,927
	<b>10,510,177</b>	<b>11,431,970</b>	<b>1,296,653</b>	<b>116,133</b>	<b>246,060</b>	<b>91,625</b>	<b>(1,546,190)</b>	<b>(97,923)</b>	<b>10,506,700</b>	<b>11,541,805</b>

CITY OF VINCENT  
NOTE 7 - RATING INFORMATION  
AS AT 31 OCTOBER 2018



**CITY OF VINCENT  
NOTE 7 - RATING INFORMATION  
FOR THE MONTH ENDED 31 OCTOBER 2018**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget
	\$		\$	\$	%
<b>Rate Revenue</b>					
General Rate					
11,268 Residential	289,005,644	6.4750	18,713,135	18,713,136	100.0%
1627 Other	128,714,926	6.6190	8,519,642	8,519,642	100.0%
39 Vacant Other	2,410,700	12.6280	304,423	304,423	100.0%
Minimum Rate					
5664 Residential @ \$1,180	86,742,992	6.4750	6,683,520	6,683,520	100.0%
150 Other @ \$1,180	1,794,734	6.6190	177,000	177,000	100.0%
4 Vacant Other @ \$1,494	41,700	12.6280	5,976	5,976	100.0%
Interim Rates	0		450,000	47,511	10.6%
Rates Waiver	0		(135,841)	(135,841)	100.0%
<b>Total Amount Made up from Rates</b>	<b>508,710,696</b>		<b>34,717,855</b>	<b>34,315,366</b>	
<b>Non Payment Penalties</b>					
Instalment Interest @ 5.5%			162,000	178,722	110.3%
Penalty Interest @ 11%			110,000	67,083	61.0%
Administration Charge - \$13 per instalment			252,000	251,102	99.6%
Legal Costs Recovered			45,000	9,592	21.3%
Other Reimbursements			600	0	0.0%
Interest Write Off			(1,000)	0	0.0%
			<b>35,286,455</b>	<b>34,821,865</b>	
<b>Other Revenue</b>					
Exempt Bins - Non Rated Properties			147,819	147,732	99.9%
Commercial / Residential Additional Bins			176,820	167,001	94.4%
Swimming Pools Inspection Fees			14,000	13,168	94.1%
			<b>35,625,094</b>	<b>35,149,766</b>	
<b>Opening Balance</b>				<b>432,241</b>	
<b>Total Collectable</b>			<b>35,625,094</b>	<b>35,582,007</b>	<b>99.88%</b>
<b>Less</b>					
Cash Received				22,589,431	
Rebates Allowed				1,042,162	
Refunds Allowed				0	
<b>Rates Balance To Be Collected</b>			<b>35,625,094</b>	<b>11,950,414</b>	<b>33.54%</b>
<b>Add</b>					
ESL Debtors				366,732	
Pensioner Rebates Not Yet Claimed				389,631	
ESL Rebates Not Yet Claimed				12,590	
<b>Less</b>					
Deferred Rates Debtors				(104,528)	
<b>Current Rates Debtors Balance</b>				<b>12,614,839</b>	

**CITY OF VINCENT**  
**NOTE 8 - DEBTOR REPORT**  
**FOR THE MONTH ENDED 31 OCTOBER 2018**



DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	9,608	109,420	7,323	0	126,351
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING *	41,148	0	0	319,433	360,581
DEBTOR CONTROL - PROPERTY INCOME	(30,694)	438	31,159	43,730	44,632
DEBTOR CONTROL - RECOVERABLE WORKS	(14,648)	(3,914)	(3,914)	(7,828)	(30,305)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	0	0	0	0	0
DEBTOR CONTROL - OTHER	44,911	(29,650)	14,910	42,145	72,317
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	81,683	0	(123,062)	217,545	176,166
DEBTOR CONTROL - INFRINGEMENT *	151,805	74,241	56,432	1,143,461	1,425,939
PROVISION FOR DOUBTFUL DEBT	0	0	0	0	0
<b>TOTAL DEBTORS OUTSTANDING AS AT 31/10/2018</b>	<b>283,812</b>	<b>150,535</b>	<b>(17,152)</b>	<b>1,758,486</b>	<b>2,175,681</b>
UNDERGROUND POWER					49,881
ACCRUED INCOME					0
ACCRUED INTEREST					270,466
PREPAYMENTS					451,715
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>					<b>2,947,743</b>

DATE	DEBTOR OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
25/02/2015	Subiaco Football Club	16,202.10	Turf maintenance & top dressing	Negotiations between DCS, DCE and the club.
25/02/2015	East Perth Football Club	19,398.04	Turf maintenance & top dressing	Negotiations between DCS, DCE and the club.
06/07/018	Loftus Community Centre	1,640.41	Utility for 2017/18	In the process of resolving outstanding debt.
12/09/2016	Tuart Hill Cricket Club	6,680.00	Charles Veryard Reserve for training/matches	Pending new licence fee proposal to Council.
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	Have been handed over to FER.
<b>BALANCE OF 60 DAY DEBTORS OVER \$500.00</b>		<b>72,520.55</b>		

\* Administration has created an action plan to resolve these debtors.

CITY OF VINCENT  
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION  
AS AT 31 OCTOBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Oct-18 \$	YTD Actuals Oct-18 \$	YTD Actuals Oct-17 \$	Month Actuals Oct-18 \$	Month Actuals Oct-17 \$
<b>ADMINISTRATION</b>						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	0	1,273	0
Surplus/(Deficit)	0	0	0	0	1,273	0
<b>SWIMMING POOLS AREA</b>						
Revenue	2,524,036	727,472	710,448	622,281	220,664	186,232
Expenditure	(2,845,998)	(893,386)	(1,210,608)	(1,272,985)	(392,339)	(382,631)
Surplus/(Deficit)	(321,962)	(165,914)	(500,161)	(650,704)	(171,675)	(196,399)
<b>SWIM SCHOOL</b>						
Revenue	2,281,242	822,540	818,099	570,043	237,459	155,974
Expenditure	(2,448,768)	(753,615)	(531,410)	(388,315)	(174,959)	(132,082)
Surplus/(Deficit)	(167,526)	68,925	286,690	181,728	62,500	23,892
<b>CAFÉ</b>						
Revenue	1,019,369	334,638	302,858	210,338	88,795	64,340
Expenditure	(1,401,228)	(433,444)	(296,763)	(263,045)	(99,010)	(95,646)
Surplus/(Deficit)	(381,859)	(98,806)	6,095	(52,707)	(10,215)	(31,305)
<b>RETAIL SHOP</b>						
Revenue	578,292	163,718	151,871	143,669	46,957	48,892
Expenditure	(487,018)	(114,348)	33,501	(93,475)	114,076	(48,919)
Surplus/(Deficit)	91,274	49,370	185,372	50,194	161,033	(27)
<b>HEALTH &amp; FITNESS</b>						
Revenue	576,630	195,934	179,300	537,187	47,964	134,845
Expenditure	(1,533,129)	(509,361)	(502,319)	(457,534)	(181,264)	(155,045)
Surplus/(Deficit)	(956,499)	(313,427)	(323,019)	79,653	(133,300)	(20,200)
<b>GROUP FITNESS</b>						
Revenue	323,234	107,037	99,060	212,867	24,936	53,516
Expenditure	(726,742)	(237,592)	(226,040)	(188,277)	(89,558)	(57,133)
Surplus/(Deficit)	(403,508)	(130,555)	(126,980)	24,590	(64,622)	(3,617)
<b>AQUAROBICS</b>						
Revenue	55,481	17,004	17,045	75,619	4,042	19,120
Expenditure	(116,623)	(37,438)	(71,129)	(49,958)	(25,860)	(16,547)
Surplus/(Deficit)	(61,142)	(20,434)	(54,084)	25,661	(21,819)	2,573
<b>CRECHE</b>						
Revenue	239,816	81,563	79,006	22,708	20,660	5,216
Expenditure	(726,441)	(210,497)	(144,225)	(109,498)	(47,224)	(34,791)
Surplus/(Deficit)	(486,625)	(128,934)	(65,219)	(86,790)	(26,565)	(29,575)
<b>Net Surplus/(Deficit)</b>	<b>(2,687,847)</b>	<b>(739,775)</b>	<b>(591,305)</b>	<b>(428,376)</b>	<b>(203,390)</b>	<b>(254,658)</b>
Less: Depreciation	(1,161,147)	0	0	(386,968)	0	(96,656)
<b>Cash Surplus/(Deficit)</b>	<b>(1,526,700)</b>	<b>(739,775)</b>	<b>(591,305)</b>	<b>(41,408)</b>	<b>(203,390)</b>	<b>(158,002)</b>

**11.4 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2018****TRIM Ref:** D18/188469**Author:** Nilesh Makwana, Accounting Officer**Authoriser:** Kerry Batten, Director Corporate Services**Attachments:** 1. Financial Statements as at 30 November 2018  **RECOMMENDATION:**

That Council **RECEIVES** the financial statements for the month ended 30 November 2018 as shown in Attachment 1.

**PURPOSE OF REPORT:**

To present the financial statements for the period ended 30 November 2018.

**BACKGROUND:**

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the budget.

A statement of financial activity report is to be in a form that sets out:

- the annual budget estimates;
- budget estimates for the end of the month to which the statement relates;
- actual amounts of expenditure, revenue and income for the end of the month to which the statement relates;
- material variances between the year-to-date income and expenditure; and
- other supporting notes and other information that the local government considers will assist in the interpretation of the report.

In addition to the above, under Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, each financial year a local government is to adopt a percentage of value, calculated in accordance with the relevant accounting standard, to be used in statements of financial activity for reporting material variances.

**DETAILS:**

The following documents, included as **Attachment 1** represent the Statement of Financial Activity for the period ending 30 November 2018:

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature and Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-64
5.	Capital Expenditure and Funding and Capital Works Schedule	65-77
6.	Cash Backed Reserves	78
7.	Rating Information and Graph	79-80
8.	Debtor Report	81
9.	Beatty Park Leisure Centre Financial Position	82



The following table provides a summary view of the year to date actual, compared to the adopted and year to date budget.

### Summary of Financial Activity by Program as at 30 November 2018

	Revised Budget 2018/19 \$	YTD Budget 2018/19 \$	YTD Actual 2018/19 \$	Variance 2018/19 \$	Variance 2018/19 %
<b>REVENUE</b>	23,398,772	10,016,045	10,153,365	137,320	1%
<b>EXPENDITURE</b>	(59,698,331)	(23,982,292)	(23,270,428)	711,864	-3%
<b>NET OPERATING EXCLUDING RATES</b>	<b>(36,299,559)</b>	<b>(13,966,247)</b>	<b>(13,117,063)</b>	<b>849,184</b>	<b>-6%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	15,031	15,031	0%
Add Back Depreciation	10,289,210	4,287,170	4,643,820	356,650	8%
(Profit)/Loss on Asset Disposals	(687,908)	(127,952)	(84,868)	43,084	-34%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,601,302</b>	<b>4,159,218</b>	<b>4,573,983</b>	<b>414,765</b>	<b>10%</b>
<b>INVESTING ACTIVITIES</b>	1,829,854	1,167,268	716,358	(450,910)	-39%
Non-Operating Grants, Subsidies and Contributions					
Capital Expenditure	(14,949,424)	(5,754,576)	(2,818,274)	2,936,302	-51%
Proceeds from Joint Venture Operations	583,333	0	0	0	0%
Proceeds from Disposal of assets	475,000	183,000	101,775	(81,225)	-44%
	<b>(12,061,237)</b>	<b>(4,404,308)</b>	<b>(2,000,141)</b>	<b>2,404,167</b>	<b>-55%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments Loan Capital	(1,017,424)	(385,219)	(385,220)	(1)	0%
Proceeds from New Debentures		428,000	0	0	0
Transfers from Reserves	1,546,190	297,190	133,796	(163,394)	-55%
Transfers to Reserves	(1,542,713)	(679,774)	(273,938)	405,836	-60%
	<b>(585,947)</b>	<b>(767,803)</b>	<b>(525,362)</b>	<b>242,441</b>	<b>-32%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2018	4,829,483	4,829,483	5,524,405	694,922	14%
	<b>(34,515,958)</b>	<b>(10,149,657)</b>	<b>(5,544,178)</b>	<b>4,605,479</b>	<b>-45%</b>
Surplus/(Deficiency) Before General Rates	34,717,855	34,567,855	34,399,215	(168,640)	0%
Total amount raised from General Rates					
<b>NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT)</b>	<b>201,897</b>	<b>24,418,198</b>	<b>28,855,036</b>	<b>4,436,839</b>	<b>18%</b>

**Comments on the statement of financial activity as at Attachment 1:****Operating Revenue**

There is a difference in classification of revenue reported by Program and by Nature or Type. Operating revenue by Program reporting includes 'Profit on sale of assets', however this is excluded in the Nature or Type report and Rates revenue is added.

Revenue by Program is tracking positively by 1% i.e. \$137,320 positive variance. This is due to:

- Community Amenities - \$327,306, largely due to a timing difference for additional rubbish services of \$122,795, development application fees which have exceeded year to date budget by \$126,441 and cash in lieu contributions by \$42,040; and
- Recreation and Culture – (\$271,822), largely due to lower revenue to budget in Beatty Park membership of \$65,026, Swim school admission of \$19,322, Café – sale of food of \$24,787 and lease/rental fee of \$109,133.

Operating revenue as presented on the 'Nature or Type' report (Page 4 of **Attachment 1**) is showing a zero variance.

**Operating Expenditure**

Expenditure by Program is reflecting an under-spend of \$711,864 against the YTD budget.

The operating expenditure listed under the Nature or Type report also reflects a favourable variance of 3%, with the largest variances in:

- Materials and Contracts (\$1,051,294 favourable), where the variance is due to timing on works and receipt of invoices;
- Employee costs (\$320,571 unfavourable), where the variance is largely due to seasonal labour requirements; and
- Other Expenditure - Internal allocations (\$362,872 favourable). Internal allocations methodology is currently being reviewed for accuracy and doesn't affect actual expenditure.

**Transfer from Reserves**

Transfers from Reserves is aligned with the timing of capital works projects that are reserve funded.

**Capital expenditure**

The variance is attributed to timing on commencement of the projects. For further detail, refer to Note 5 on **Attachment 1**.

**Transfer to Reserves**

Transfers to reserves as appropriate have been completed as at 30 November 2018.

**Opening surplus brought forward - 2018/19**

The actual opening net surplus position brought forward for 2018/19 is \$5,524,405 as stated in the audited 2017/2018 financials. The estimated budgeted opening surplus position for 2018/19 was \$4,829,483. Administration will adjust the opening surplus position during the December 2018 budget review process.

**Closing surplus 2018/19**

There is currently a surplus of \$28,855,036 compared to the year to date budget surplus of \$24,418,198. This variance is substantially attributed to the positive variance in operating expenditure and underspend in capital expenditure against corresponding budget.

An explanation of each report within the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

**1. Statement of Financial Activity by Program Report (Note 1 Page 1)**

This statement of financial activity shows operating revenue and expenditure classified by Program.

**2. Statement of Comprehensive Income by Nature or Type Report (Note 2 Page 4)**

This statement of financial activity shows operating revenue and expenditure classified by Nature or Type.

**3. Net Current Funding Position (Note 3 Page 5)**

Net current assets is the difference between the current assets and current liabilities, less committed assets and restricted assets. The net current funding position as at 30 November 2018 is \$28,855,036.

**4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 64)**

This statement shows a summary of operating revenue and expenditure by service unit.

**5. Capital Expenditure and Funding Summary (Note 5 Page 65 - 77)**

The following table is a summary of the '2018/2019 Capital Expenditure Budget by Program', which compares year to date budget with actual expenditure to date. The full capital works program is listed in detail in Note 5 of **Attachment 1**.

EXPENDITURE	Adopted Budget		YTD Budget	YTD Actual	Remaining Budget
		\$	\$	\$	%
Land and Buildings	2,729,200	746,200	446,551		84.6%
Infrastructure Assets	7,939,502	3,886,654	1,861,263		77.6%
Plant and Equipment	3,085,811	583,811	303,791		90.2%
Furniture and Equipment	1,194,911	537,911	206,669		83.7%
<b>Total</b>	<b>14,949,424</b>	<b>5,754,576</b>	<b>2,818,274</b>		<b>81.1%</b>

FUNDING	Adopted Budget		YTD Budget	YTD Actual	Remaining Budget
		\$	\$	\$	%
Own Source Funding - Municipal	11,098,380	4,107,118	1,866,345		83.6%
Cash Backed Reserves	1,546,190	297,190	133,796		91.3%
Capital Grant and Contribution	1,829,854	1,167,268	716,358		61.4%
Other (Disposals/Trade In)	475,000	183,000	101,775		79.6%
<b>Total</b>	<b>14,949,424</b>	<b>5,754,576</b>	<b>2,818,274</b>		<b>81.1%</b>

*Note: Detailed analysis is included on page 65 - 77 of Attachment 1.*

\* Infrastructure assets budget increased by \$160,000 based on a Council decision on 16 October 2018.

**6. Cash Backed Reserves (Note 6 Page 78)**

The Cash Backed Reserves schedule details movements in the reserves, including transfers and funds used, and compares actual results with the annual budget. The balance as at 30 November 2018 is \$11,572,112.

**7. Rating Information (Note 7 Page 79 – 80)**

The notices for rates and charges levied for 2018/19 were issued on 26 July 2018.

*The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

First Instalment	31 August 2018
Second Instalment	31 October 2018
Third Instalment	04 January 2019
Fourth Instalment	04 March 2019

To cover the costs involved in providing the instalment program the following charge and interest rates apply:

Instalment administration charge (to apply to second, third, and fourth instalment)	\$13.00 per instalment
Instalment interest rate	5.5% per annum
Late payment penalty interest	11% per annum

Pensioners registered with the City for rate concessions do not incur the above interest or charge.

The Rates debtors balance to be collected as at 30 November 2018 is \$9,926,384 (this includes deferred rates of \$104,528). This represents 27.86% of collectable income compared to 27.74% at the same time last year.

**8. Receivables (Note 8 Page 81)**

Receivables of \$2,014,792 are outstanding as at 30 November 2018, of which \$1,481,683 has been outstanding over 90 days. This is comprised of:

- \$1,127,701 (76.1%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to Fines Enforcement Registry (FER), which then collects the outstanding balance for a fee;

Due to the age analysis of infringement debtors, as at 30 June 2018 Administration increased the provision of doubtful debts for infringement debtors and has also transferred a significant amount (\$1,066,403) of infringement debtors to long term debtors;

- \$275,935 (18.6%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year; and
- \$78,047 (5.3%) relates to Other Receivables, refer to attachment - page 81.

Administration has been following up outstanding items which relate to Other Receivables by issuing reminders when they are overdue and initiating formal debt collection when payments remain outstanding over longer periods of time.

**9. Beatty Park Leisure Centre – Financial Position Report (Note 9 Page 82)**

As at 30 November 2018 the operating deficit for the centre was \$657,079 in comparison to the year to date budgeted deficit of \$766,299.

**10. Explanation of Material Variances**

All material variances as at 30 November 2018 have been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$20,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget or where that variance exceeds \$20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2018/19 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

**CONSULTATION/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

*Section 6.4 of the Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

*Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996* requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted Annual Budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates.

*Section 6.8 of the Local Government Act 1995*, specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Provision of monthly financial reports fulfils a statutory requirement.

**STRATEGIC IMPLICATIONS:**

This recommendation aligns with the “Innovative and Accountable” priority in the City’s Strategic Community Plan 2018 – 2028:

*“The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

All expenditure included in the Financial Statements is incurred in accordance with Council’s adopted budget.

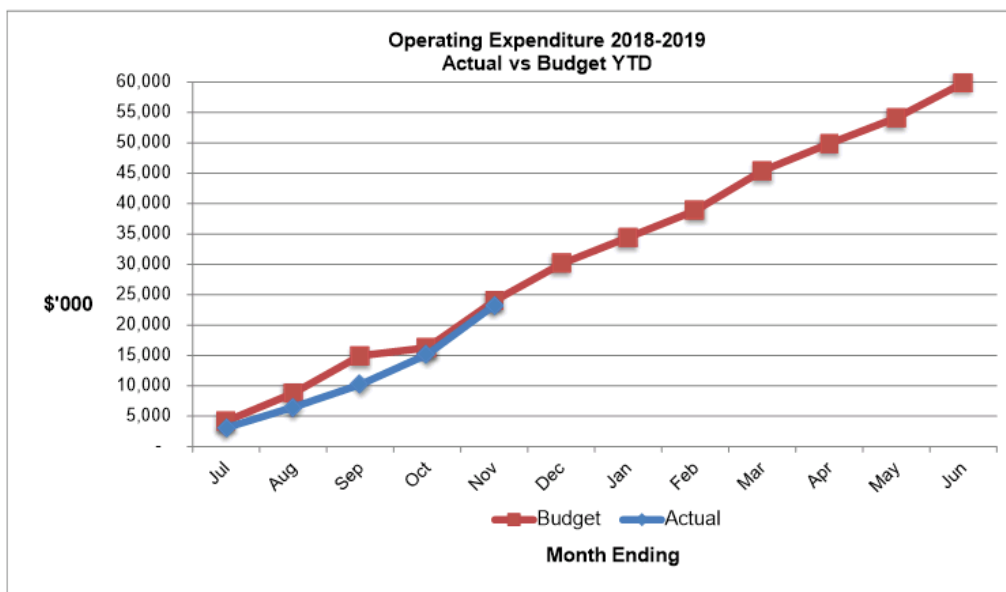
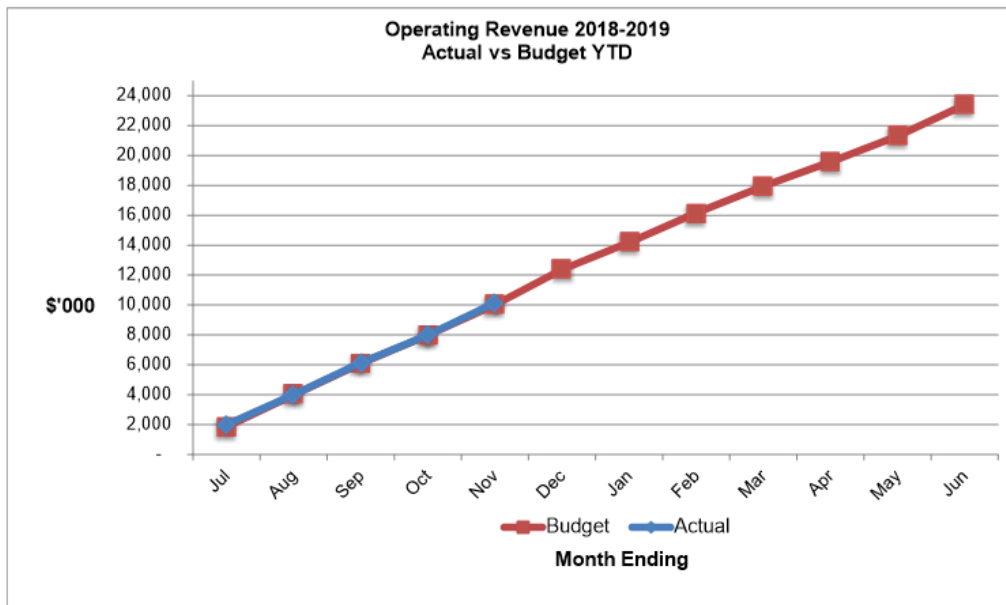
**CITY OF VINCENT**  
**NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY**  
**BY PROGRAM**  
**AS AT 30 NOVEMBER 2018**



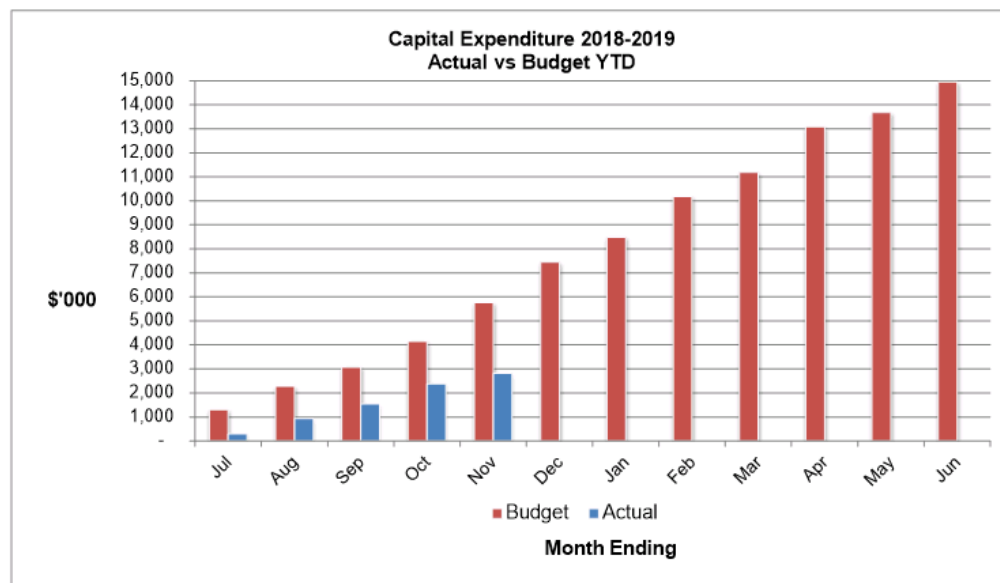
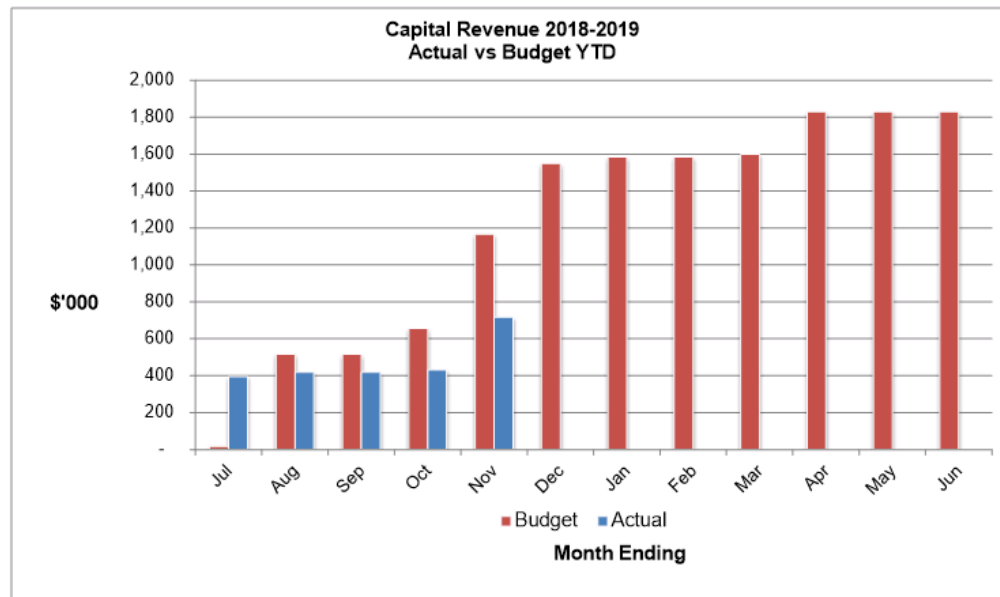
	Current Budget 2018/19 \$	YTD Budget 2018/19 \$	YTD Actual 2018/19 \$	YTD Variance 2018/19 \$	YTD Variance 2018/19 %
<b>REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES)</b>					
Governance	91,240	13,010	24,340	11,330	87%
General Purpose Funding	1,951,908	1,198,900	1,233,385	34,485	3%
Law, Order, Public Safety	215,385	91,175	81,506	(9,669)	-11%
Health	355,390	291,265	298,496	7,231	2%
Education and Welfare	231,115	124,640	100,273	(24,367)	-20%
Community Amenities	836,304	398,967	726,273	327,306	82%
Recreation and Culture	10,302,207	4,226,869	3,955,047	(271,822)	-6%
Transport	8,222,300	3,446,348	3,492,895	46,547	1%
Economic Services	238,250	108,605	132,221	23,616	22%
Other Property and Services	954,673	116,266	108,929	(7,337)	-6%
	<b>23,398,772</b>	<b>10,016,045</b>	<b>10,153,365</b>	<b>137,320</b>	<b>1%</b>
<b>EXPENDITURE FROM OPERATING ACTIVITIES</b>					
Governance	(2,921,428)	(1,193,951)	(1,021,772)	172,179	-14%
General Purpose Funding	(594,907)	(280,333)	(293,753)	(13,420)	5%
Law, Order, Public Safety	(1,583,005)	(691,214)	(550,566)	140,648	-20%
Health	(1,390,458)	(579,783)	(459,759)	120,024	-21%
Education and Welfare	(1,239,595)	(492,497)	(350,411)	142,086	-29%
Community Amenities	(12,554,205)	(4,019,671)	(4,117,798)	(98,127)	2%
Recreation and Culture	(23,641,463)	(9,911,300)	(9,559,237)	352,063	-4%
Transport	(12,839,008)	(5,688,916)	(5,891,459)	(202,543)	4%
Economic Services	(919,834)	(393,405)	(337,419)	55,986	-14%
Other Property and Services	(2,014,428)	(731,222)	(688,254)	42,968	-6%
	<b>(59,698,331)</b>	<b>(23,982,292)</b>	<b>(23,270,428)</b>	<b>711,864</b>	<b>-3%</b>
<b>NET RESULT EXCLUDING GENERAL RATES</b>	<b>(36,299,559)</b>	<b>(13,966,247)</b>	<b>(13,117,063)</b>	<b>849,184</b>	<b>-6%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	15,031	15,031	0%
(Profit)/Loss on Asset Disposals	(687,908)	(127,952)	(84,868)	43,084	-34%
Add Back Depreciation	10,289,210	4,287,170	4,643,820	356,650	8%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,601,302</b>	<b>4,159,218</b>	<b>4,573,983</b>	<b>414,765</b>	<b>10%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	1,829,854	1,167,268	716,358	(450,910)	-39%
Purchase Land and Buildings	(2,729,200)	(746,200)	(446,551)	299,649	-40%
Purchase Infrastructure Assets	(7,939,502)	(3,886,654)	(1,861,263)	2,025,391	-52%
Purchase Plant and Equipment	(3,085,811)	(583,811)	(303,791)	280,020	-48%
Purchase Furniture and Equipment	(1,194,911)	(537,911)	(206,669)	331,242	-62%
Proceeds from Joint Venture Operations	583,333	0	0	0	0%
Proceeds from Disposal of Assets	475,000	183,000	101,775	(81,225)	-44%
	<b>(12,061,237)</b>	<b>(4,404,308)</b>	<b>(2,000,141)</b>	<b>2,404,167</b>	<b>-55%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments of Debentures	(1,017,424)	(385,219)	(385,220)	(1)	0%
Proceeds from New Debentures	428,000	0	0	0	0%
Transfers to Reserves (Restricted Assets)	(1,542,713)	(679,774)	(273,938)	405,836	-60%
Transfers from Reserves (Restricted Assets)	1,546,190	297,190	133,796	(163,394)	-55%
	<b>(585,947)</b>	<b>(767,803)</b>	<b>(525,362)</b>	<b>242,441</b>	<b>-32%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2018	4,829,483	4,829,483	5,524,405	694,922	14%
Surplus/(Deficiency) before General Rates	(34,515,958)	(10,149,657)	(5,544,178)	4,605,479	-45%
Total Amount raised from General Rates	<b>34,717,855</b>	<b>34,567,855</b>	<b>34,399,215</b>	<b>(168,640)</b>	<b>0%</b>
<b>NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT)</b>	<b>201,897</b>	<b>24,418,198</b>	<b>28,855,036</b>	<b>4,436,839</b>	<b>18%</b>



CITY OF VINCENT  
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY  
 BY PROGRAM - GRAPH  
 AS AT 30 NOVEMBER 2018



CITY OF VINCENT  
NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM  
AS AT 30 NOVEMBER 2018



CITY OF VINCENT  
 NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME  
 BY NATURE OR TYPE  
 AS AT 30 NOVEMBER 2018



	Adopted Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance Nov-18 \$	YTD Variance Nov-18 %
<b>REVENUE</b>					
Rates	34,717,855	34,567,855	34,399,215	(168,640)	0%
Operating Grants, Subsidies and Contributions	779,453	360,656	399,819	39,163	11%
Fees and Charges	19,261,366	8,462,605	8,644,756	182,151	2%
Interest Earnings	941,260	563,985	611,391	47,406	8%
Other Revenue	1,536,630	497,597	412,531	(85,066)	-17%
	<b>57,236,564</b>	<b>44,452,698</b>	<b>44,467,712</b>	<b>15,014</b>	<b>0%</b>
<b>EXPENDITURE</b>					
Employee Costs	(26,808,873)	(11,081,045)	(11,401,616)	(320,571)	3%
Materials and Contracts	(18,457,433)	(7,460,287)	(6,408,993)	1,051,294	-14%
Utilities Charges	(1,852,150)	(650,686)	(673,006)	(22,320)	3%
Interest Expenses	(954,449)	(236,293)	(235,958)	335	0%
Insurance Expenses	(675,216)	(274,994)	(281,340)	(6,346)	2%
Depreciation on Non-Current Assets	(10,289,210)	(4,287,170)	(4,643,820)	(356,650)	8%
Other Expenditure	(468,845)	11,433	374,305	362,872	3174%
	<b>(59,506,176)</b>	<b>(23,979,042)</b>	<b>(23,270,428)</b>	<b>708,614</b>	<b>-3%</b>
Non-Operating Grants, Subsidies and Contributions	1,829,854	1,167,268	716,358	(450,910)	-39%
Profit on Asset Disposals	880,063	131,202	84,868	(46,334)	-35%
Loss on Asset Disposals	(192,155)	(3,250)	-	3,250	-100%
	<b>2,517,762</b>	<b>1,295,220</b>	<b>801,226</b>	<b>(493,994)</b>	<b>-38%</b>
<b>NET RESULT</b>	<b>248,150</b>	<b>21,768,876</b>	<b>21,998,510</b>	<b>229,634</b>	<b>1%</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>248,150</b>	<b>21,768,876</b>	<b>21,998,510</b>	<b>229,634</b>	<b>1%</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>248,150</b>	<b>21,768,876</b>	<b>21,998,510</b>	<b>229,634</b>	<b>1%</b>

**CITY OF VINCENT  
NOTE 3 - NET CURRENT FUNDING POSITION  
AS AT 30 NOVEMBER 2018**



	Ref Note	Actual 30-Nov-18 \$	Actual 30-Jun-18 \$
<b>Current Assets</b>			
Cash - Unrestricted		24,999,061	9,434,051
Cash - Restricted Reserves		11,572,112	11,431,969
Trade and Other Receivables - Rates		10,461,943	488,384
Trade and Other Receivables - Other Debtors	8	2,677,975	2,651,072
Inventories		442,834	184,342
<b>Total Current Assets</b>		<b>50,153,924</b>	<b>24,189,818</b>
<b>Less: Current Liabilities</b>			
Sundry and Other Creditors		(6,790,932)	(4,332,747)
Provisions - Current		(3,402,246)	(3,367,101)
<b>Total Current Liabilities</b>		<b>(10,193,178)</b>	<b>(7,699,847)</b>
<b>Less:</b>			
Reserves - Restricted Cash		(11,572,112)	(11,431,969)
Trade and Other Receivables - Other Debtors - Restricted Grant		(600,000)	(600,000)
Infringement Debtors transferred to non current asset		1,066,403	1,066,403
<b>Net Current Funding Position</b>		<b>28,855,037</b>	<b>5,524,405</b>

**CITY OF VINCENT**  
**NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE**  
**BY SERVICE AREAS**  
**AS AT 30 NOVEMBER 2018**



	Current Budget 2018/19 \$	November 2018 Budget YTD \$	November 2018 Actual YTD \$	% YTD Budget
<b><u>Operating Revenue By Service Area</u></b>				
Chief Executive Officer	(200)	(85)	0	0%
Human Resources	(50,040)	(12,510)	(17,264)	138%
Director Corporate Services	(1,388,308)	(699,165)	(690,491)	99%
Other Governance	(35,000)	0	0	0%
Record Management	(1,000)	(415)	(120)	29%
Rates Services	(35,418,455)	(35,116,433)	(34,986,232)	100%
Finance Services	(700)	(531)	(450)	85%
Marketing and Communications	(5,000)	0	(6,956)	0%
Beatty Park Leisure Centre	(7,757,360)	(3,193,379)	(3,052,330)	96%
Community Partnerships	(76,800)	(39,920)	(26,085)	65%
Library & Local History Services	(21,300)	(8,875)	(5,333)	60%
Ranger Services	(8,278,650)	(3,497,238)	(3,571,659)	102%
Health Services	(350,385)	(291,265)	(298,496)	102%
Compliance Services	(20,750)	(8,645)	(12,082)	140%
Statutory Planning Services	(374,000)	(162,268)	(370,818)	229%
Policy and Place Services	(1,600)	(665)	(932)	140%
Building Services	(236,250)	(106,605)	(129,707)	122%
Engineering Design Services	(90,250)	(13,435)	(14,653)	109%
Environment Services	(26,000)	(6,500)	(10,330)	159%
Parks Services	(2,623,977)	(1,055,450)	(934,123)	89%
Waste Management Services	(331,839)	(194,024)	(317,641)	164%
Works & Operations Services	(148,700)	(45,290)	(22,011)	49%
<b>Operating Revenue By Service Area Total</b>	<b>(57,236,564)</b>	<b>(44,452,698)</b>	<b>(44,467,712)</b>	<b>100%</b>
<b><u>Operating Expenditure By Service Area</u></b>				
Chief Executive Officer	516,350	213,901	283,228	132%
Human Resources	50,040	12,510	17,264	138%
Director Corporate Services	74,000	67,206	29,472	44%
Other Governance	606,596	239,379	180,854	76%
Record Management	1,000	415	120	29%
Rates Services	594,907	280,333	293,753	105%
Finance Services	700	531	450	85%
Marketing and Communications	1,740,267	728,161	540,425	74%
Beatty Park Leisure Centre	10,445,207	4,443,488	4,178,900	94%
Community Partnerships	1,436,178	583,392	536,292	92%
Library & Local History Services	1,724,858	725,075	705,064	97%
Ranger Services	6,447,269	2,963,730	2,788,936	94%
Health Services	1,390,458	579,783	459,759	79%
Compliance Services	662,006	269,309	286,932	107%
Statutory Planning Services	1,681,575	700,323	845,790	121%
Policy and Place Services	2,495,716	843,720	693,999	82%
Building Services	876,834	375,155	317,635	85%
Engineering Design Services	2,232,661	777,692	731,525	94%
Environment Services	357,692	148,117	171,937	116%
Parks Services	13,326,515	5,866,148	5,556,940	95%
Waste Management Services	6,786,138	1,816,917	1,999,897	110%
Works & Operations Services	5,199,151	2,023,074	2,458,039	122%
Community Connections	488,278	218,249	109,144	50%
Art and Culture	371,780	102,434	84,071	82%
<b>Operating Expenditure By Service Area Total</b>	<b>59,506,176</b>	<b>23,979,042</b>	<b>23,270,428</b>	<b>97%</b>

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Chief Executive Officer</b>						
Chief Executive Officer Expenditure						
Employee Costs	501,489	212,138	172,379	(39,759)	-19%	Positive variance on salaries.
Other Employee Costs	17,432	6,845	5,517	(1,328)	-19%	
Other Expenses	117,050	106,439	61,257	(45,182)	-42%	Timing variance on management programs.
Operating Projects	200,000	66,700	0	(66,700)	-100%	Beatty park options project still in planning stage.
<b>Chief Executive Officer Expenditure Total</b>	<b>835,971</b>	<b>392,122</b>	<b>239,153</b>	<b>(152,969)</b>	<b>-39%</b>	
Chief Executive Officer Indirect Costs						
Allocations	(835,971)	(392,122)	(239,153)	152,969	-39%	
<b>Chief Executive Officer Indirect Costs Total</b>	<b>(835,971)</b>	<b>(392,122)</b>	<b>(239,153)</b>	<b>152,969</b>	<b>-39%</b>	
<b>Chief Executive Officer Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	
<b>Members of Council</b>						
Members Of Council Revenue						
Revenue	(200)	(85)	0	85	-100%	
<b>Members Of Council Revenue Total</b>	<b>(200)</b>	<b>(85)</b>	<b>0</b>	<b>85</b>	<b>-100%</b>	
Members Of Council Expenditure						
Employee Costs	72,784	30,787	36,157	5,370	17%	
Other Employee Costs	10,000	5,000	741	(4,259)	-85%	
Other Expenses	385,490	157,495	151,652	(5,843)	-4%	
<b>Members Of Council Expenditure Total</b>	<b>468,274</b>	<b>193,282</b>	<b>188,550</b>	<b>(4,732)</b>	<b>-2%</b>	
Members Of Council Indirect Costs						
Allocations	48,076	20,619	94,678	74,059	359%	
<b>Members Of Council Indirect Costs Total</b>	<b>48,076</b>	<b>20,619</b>	<b>94,678</b>	<b>74,059</b>	<b>359%</b>	
<b>Members of Council Total</b>	<b>516,150</b>	<b>213,816</b>	<b>283,228</b>	<b>69,412</b>	<b>32%</b>	



CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Other Governance</b>						
Other Governance Revenue						
Revenue	(35,000)	0	0	0		
<b>Other Governance Revenue Total</b>	<b>(35,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Other Governance Expenditure						
Employee Costs	259,717	109,871	108,097	(1,774)	-2%	
Other Employee Costs	14,000	5,835	2,731	(3,104)	-53%	
Other Expenses	144,800	53,190	9,937	(43,253)	-81%	Positive variance made up of consultant fee \$13k, audit fees \$13k and internal audit fees \$9k not yet required, and other variances that are individually immaterial.
Operating Projects	50,800	12,000	0	(12,000)	-100%	Project to commence in January 2019.
<b>Other Governance Expenditure Total</b>	<b>469,317</b>	<b>180,896</b>	<b>120,765</b>	<b>(60,131)</b>	<b>-33%</b>	
Other Governance Indirect Costs						
Allocations	137,279	58,483	60,090	1,607	3%	
<b>Other Governance Indirect Costs Total</b>	<b>137,279</b>	<b>58,483</b>	<b>60,090</b>	<b>1,607</b>	<b>3%</b>	
<b>Other Governance Total</b>	<b>571,596</b>	<b>239,379</b>	<b>180,854</b>	<b>(58,525)</b>	<b>-24%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Human Resources</b>						
Human Resources Revenue						
Revenue	(50,040)	(12,510)	(17,264)	(4,754)	38%	
<b>Human Resources Revenue Total</b>	<b>(50,040)</b>	<b>(12,510)</b>	<b>(17,264)</b>	<b>(4,754)</b>	<b>38%</b>	
Human Resources Expenditure						
Employee Costs	670,002	266,225	305,716	39,491	15%	\$10k timing on paid parental leave payment and \$24k unfavourable variance on salaries due to an employee working in two sections, to be corrected in December 2018 report.
Other Employee Costs	81,300	24,870	31,968	7,098	29%	
Other Expenses	146,500	70,417	51,515	(18,902)	-27%	Variance due to \$14k legal costs not yet required and other favourable variances that are individually immaterial.
<b>Human Resources Expenditure Total</b>	<b>897,802</b>	<b>361,512</b>	<b>389,199</b>	<b>27,687</b>	<b>8%</b>	
Human Resources Indirect Costs						
Allocations	(847,762)	(349,002)	(371,935)	(22,933)	7%	
<b>Human Resources Indirect Costs Total</b>	<b>(847,762)</b>	<b>(349,002)</b>	<b>(371,935)</b>	<b>(22,933)</b>	<b>7%</b>	
<b>Human Resources Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>100%</b>	
<b>Director Corporate Services</b>						
Director Corporate Services Expenditure						
Employee Costs	541,970	229,271	209,824	(19,448)	-8%	
Other Employee Costs	7,776	3,240	2,721	(519)	-16%	
Other Expenses	26,700	10,409	1,289	(9,120)	-88%	
<b>Director Corporate Services Expenditure Total</b>	<b>576,446</b>	<b>242,920</b>	<b>213,834</b>	<b>(29,086)</b>	<b>-12%</b>	
Director Corporate Services Indirect Costs						
Allocations	(576,446)	(242,920)	(213,834)	29,086	-12%	
<b>Director Corporate Services Indirect Costs Total</b>	<b>(576,446)</b>	<b>(242,920)</b>	<b>(213,834)</b>	<b>29,086</b>	<b>-12%</b>	
<b>Director Corporate Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Insurance Premium</u></b>						
Insurance Premium Expenditure						
Other Expenses	675,216	274,994	281,340	6,346	2%	
<b>Insurance Premium Expenditure Total</b>	<b>675,216</b>	<b>274,994</b>	<b>281,340</b>	<b>6,346</b>	<b>2%</b>	
Insurance Premium Recovery						
Allocations	(675,216)	(239,555)	(280,556)	(41,001)	17%	
<b>Insurance Premium Recovery Total</b>	<b>(675,216)</b>	<b>(239,555)</b>	<b>(280,556)</b>	<b>(41,001)</b>	<b>17%</b>	
<b>Insurance Premium Total</b>	<b>0</b>	<b>35,439</b>	<b>784</b>	<b>(34,655)</b>	<b>-98%</b>	
<b><u>Insurance Claim</u></b>						
Insurance Claim Recoup						
Revenue	(45,000)	(18,187)	(10,172)	8,015	-44%	
<b>Insurance Claim Recoup Total</b>	<b>(45,000)</b>	<b>(18,187)</b>	<b>(10,172)</b>	<b>8,015</b>	<b>-44%</b>	
Insurance Claim Expenditure						
Other Expenses	25,000	5,497	2,420	(3,077)	-56%	
<b>Insurance Claim Expenditure Total</b>	<b>25,000</b>	<b>5,497</b>	<b>2,420</b>	<b>(3,077)</b>	<b>-56%</b>	
<b>Insurance Claim Total</b>	<b>(20,000)</b>	<b>(12,690)</b>	<b>(7,751)</b>	<b>4,939</b>	<b>-39%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Mindarie Regional Council</u></b>						
Mindarie Regional Council Revenue						
Revenue	(92,000)	(30,656)	(33,952)	(3,296)	11%	
<b>Mindarie Regional Council Revenue Total</b>	<b>(92,000)</b>	<b>(30,656)</b>	<b>(33,952)</b>	<b>(3,296)</b>	<b>11%</b>	
Mindarie Regional Council Expenditure						
Other Expenses	49,000	26,270	26,268	(2)	0%	
<b>Mindarie Regional Council Expenditure Total</b>	<b>49,000</b>	<b>26,270</b>	<b>26,268</b>	<b>(2)</b>	<b>0%</b>	
<b>Mindarie Regional Council Total</b>	<b>(43,000)</b>	<b>(4,386)</b>	<b>(7,685)</b>	<b>(3,299)</b>	<b>75%</b>	
<b><u>General Purpose Revenue</u></b>						
General Purpose Revenue						
Revenue	(1,251,308)	(650,322)	(646,367)	3,955	-1%	
<b>General Purpose Revenue Total</b>	<b>(1,251,308)</b>	<b>(650,322)</b>	<b>(646,367)</b>	<b>3,955</b>	<b>-1%</b>	
<b>General Purpose Revenue Total</b>	<b>(1,251,308)</b>	<b>(650,322)</b>	<b>(646,367)</b>	<b>3,955</b>	<b>-1%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Rates Services</u></b>						
Rates Services Revenue						
Revenue	(35,418,455)	(35,116,433)	(34,986,232)	130,201	0%	Timing variance.
<b>Rates Services Revenue Total</b>	<b>(35,418,455)</b>	<b>(35,116,433)</b>	<b>(34,986,232)</b>	<b>130,201</b>	<b>0%</b>	
 Rates Services Expenditure						
Employee Costs	242,595	102,627	108,692	6,065	6%	
Other Expenses	208,400	115,987	125,054	9,067	8%	
<b>Rates Services Expenditure Total</b>	<b>450,995</b>	<b>218,614</b>	<b>233,746</b>	<b>15,132</b>	<b>7%</b>	
 Rates Services Indirect Costs						
Allocations	143,912	61,719	60,008	(1,711)	-3%	
<b>Rates Services Indirect Costs Total</b>	<b>143,912</b>	<b>61,719</b>	<b>60,008</b>	<b>(1,711)</b>	<b>-3%</b>	
 <b>Rates Services Total</b>	<b>(34,823,548)</b>	<b>(34,836,100)</b>	<b>(34,692,479)</b>	<b>143,621</b>	<b>0%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Finance Services</b>						
Finance Services Revenue						
Revenue	(700)	(531)	(450)	81	-15%	
<b>Finance Services Revenue Total</b>	<b>(700)</b>	<b>(531)</b>	<b>(450)</b>	<b>81</b>	<b>-15%</b>	
Finance Services Expenditure						
Employee Costs	850,284	359,698	295,675	(64,023)	-18%	Variance due to a position being vacant.
Other Employee Costs	11,510	4,224	28,197	23,973	568%	Cost relates to external recruitment.
Other Expenses	49,510	(4,740)	82,999	87,739	-1851%	Agency labour required to backfill the vacant position.
<b>Finance Services Expenditure Total</b>	<b>911,304</b>	<b>359,182</b>	<b>406,871</b>	<b>47,689</b>	<b>13%</b>	
Finance Services Indirect Costs						
Allocations	(910,604)	(358,651)	(406,421)	(47,770)	13%	
<b>Finance Services Indirect Costs Total</b>	<b>(910,604)</b>	<b>(358,651)</b>	<b>(406,421)</b>	<b>(47,770)</b>	<b>13%</b>	
<b>Finance Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>		
<b>Information Technology</b>						
Information Technology Expenditure						
Employee Costs	559,936	236,866	187,679	(49,187)	-21%	Variance due to a position being vacant.
Other Employee Costs	37,500	15,625	2,069	(13,556)	-87%	Training and agency labour costs not yet required.
Other Expenses	873,352	480,810	422,904	(57,906)	-12%	Variance due to \$35k consultants cost not yet required and \$14k timing difference on software upgrade.
<b>Information Technology Expenditure Total</b>	<b>1,470,788</b>	<b>733,301</b>	<b>612,652</b>	<b>(120,649)</b>	<b>-16%</b>	
Information Technology Indirect Costs						
Allocations	(1,470,788)	(733,301)	(612,652)	120,649	-16%	
<b>Information Technology Indirect Costs Total</b>	<b>(1,470,788)</b>	<b>(733,301)</b>	<b>(612,652)</b>	<b>120,649</b>	<b>-16%</b>	
<b>Information Technology Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Records Management</u></b>						
Records Management Revenue						
Revenue	(1,000)	(415)	(120)	295	-71%	
<b>Records Management Revenue Total</b>	<b>(1,000)</b>	<b>(415)</b>	<b>(120)</b>	<b>295</b>	<b>-71%</b>	
 Records Management Expenditure						
Employee Costs	292,907	123,906	118,960	(4,946)	-4%	
Other Employee Costs	20,150	8,395	27	(8,368)	-100%	
Other Expenses	53,400	23,755	15,356	(8,399)	-35%	
Operating Projects	7,200	7,200	0	(7,200)	-100%	
<b>Records Management Expenditure Total</b>	<b>373,657</b>	<b>163,256</b>	<b>134,344</b>	<b>(28,912)</b>	<b>-18%</b>	
 Records Management Indirect Costs						
Allocations	(372,657)	(162,841)	(134,224)	28,617	-18%	
<b>Records Management Indirect Costs Total</b>	<b>(372,657)</b>	<b>(162,841)</b>	<b>(134,224)</b>	<b>28,617</b>	<b>-18%</b>	
<b>Records Management Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	
<b><u>Director Community Engagement</u></b>						
Director Community Engagement Expenditure						
Employee Costs	281,128	118,927	129,225	10,298	9%	
Other Employee Costs	7,566	2,735	2,750	15	1%	
Other Expenses	6,300	2,282	1,254	(1,028)	-45%	
<b>Director Community Engagement Expenditure Total</b>	<b>294,994</b>	<b>123,944</b>	<b>133,230</b>	<b>9,286</b>	<b>7%</b>	
 Director Community Engagement Indirect Costs						
Allocations	(294,994)	(123,944)	(133,230)	(9,286)	7%	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(294,994)</b>	<b>(123,944)</b>	<b>(133,230)</b>	<b>(9,286)</b>	<b>7%</b>	
<b>Director Community Engagement Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Marketing and Communications</u></b>						
Marketing and Communications Revenue						
Revenue	(5,000)	0	(6,956)	(6,956)	100%	
<b>Marketing and Communications Revenue Total</b>	<b>(5,000)</b>	<b>0</b>	<b>(6,956)</b>	<b>(6,956)</b>	<b>100%</b>	
Marketing and Communications Expenditure						
Employee Costs	717,001	303,314	323,908	20,594	7%	
Other Employee Costs	9,750	3,925	1,594	(2,331)	-59%	
Other Expenses	676,300	272,201	108,482	(163,719)	-60%	Timing variance on events contribution expense.
Operating Projects	37,000	20,000	0	(20,000)	-100%	Timing variance on operating initiatives project.
<b>Marketing and Communications Expenditure Total</b>	<b>1,440,051</b>	<b>599,440</b>	<b>433,984</b>	<b>(165,456)</b>	<b>-28%</b>	
Marketing and Communications Indirect Costs						
Allocations	300,216	128,721	106,442	(22,279)	-17%	
<b>Marketing and Communications Indirect Costs Total</b>	<b>300,216</b>	<b>128,721</b>	<b>106,442</b>	<b>(22,279)</b>	<b>-17%</b>	
<b>Marketing and Communications Total</b>	<b>1,735,267</b>	<b>728,161</b>	<b>533,469</b>	<b>(194,692)</b>	<b>-27%</b>	
<b><u>Art and Culture</u></b>						
Art and Culture						
Other Expenses	324,750	82,250	69,046	(13,204)	-16%	Timing variance on Revelation Film Festival and Mt Hawthorn Hub - Youth Events.
<b>Art and Culture Total</b>	<b>324,750</b>	<b>82,250</b>	<b>69,046</b>	<b>(13,204)</b>	<b>-16%</b>	
Art and Culture Indirect Costs						
Allocations	47,030	20,184	15,025	(5,159)	-26%	
<b>Art and Culture Indirect Costs Total</b>	<b>47,030</b>	<b>20,184</b>	<b>15,025</b>	<b>(5,159)</b>	<b>-26%</b>	
<b>Art and Culture Total</b>	<b>371,780</b>	<b>102,434</b>	<b>84,071</b>	<b>(18,364)</b>	<b>-18%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Customer Service Centre</b>						
Customer Services Centre Expenditure						
Employee Costs	350,265	148,168	164,502	16,334	11%	Variance due to an employee incorrectly paid, to be corrected in December 2018 report.
Other Employee Costs	29,750	11,417	124	(11,293)	-99%	\$5.8k agency labour cost not yet required and other favourable variances that are individually immaterial.
Other Expenses	46,800	17,138	11,637	(5,501)	-32%	
<b>Customer Services Centre Expenditure Total</b>	<b>426,815</b>	<b>176,723</b>	<b>176,263</b>	<b>(460)</b>	<b>0%</b>	
Customer Services Centre Indirect Costs						
Allocations	(426,815)	(176,723)	(176,263)	460	0%	
<b>Customer Services Centre Indirect Costs Total</b>	<b>(426,815)</b>	<b>(176,723)</b>	<b>(176,263)</b>	<b>460</b>	<b>0%</b>	
<b>Customer Service Centre Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Administration</u></b>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,614,800)	(1,090,570)	(1,023,633)	66,937	-6%	
<b>Beatty Park Leisure Centre Admin Revenue Total</b>	<b>(2,614,800)</b>	<b>(1,090,570)</b>	<b>(1,023,633)</b>	<b>66,937</b>	<b>-6%</b>	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,614,800	1,090,570	1,023,633	(66,937)	-6%	
<b>Beatty Park Leisure Centre Admin Indirect Revenue Total</b>	<b>2,614,800</b>	<b>1,090,570</b>	<b>1,023,633</b>	<b>(66,937)</b>	<b>-6%</b>	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	918,012	388,340	360,609	(27,731)	-7%	
Other Employee Costs	13,531	6,686	5,287	(1,399)	-21%	
Other Expenses	273,644	151,154	228,924	77,770	51%	\$63k over spending in legal costs. Budget to be amended in December budget review.
Operating Projects	180,000	180,000	0	(180,000)	-100%	Paint project to commence in January 2019.
<b>Beatty Park Leisure Centre Admin Expenditure Total</b>	<b>1,385,187</b>	<b>726,180</b>	<b>594,821</b>	<b>(131,359)</b>	<b>-18%</b>	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,385,187)	(726,180)	(594,821)	131,359	-18%	
<b>Beatty Park Leisure Centre Admin Indirect Costs Total</b>	<b>(1,385,187)</b>	<b>(726,180)</b>	<b>(594,821)</b>	<b>131,359</b>	<b>-18%</b>	
<b>Beatty Park Leisure Centre Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Building</u></b>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,260)	(66,355)	(66,542)	(187)	0%	
<b>Beatty Park Leisure Centre Building Revenue Total</b>	<b>(159,260)</b>	<b>(66,355)</b>	<b>(66,542)</b>	<b>(187)</b>	<b>0%</b>	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	526,150	225,255	214,098	(11,157)	-5%	Timing variance.
Ground Maintenance	55,700	23,210	34,174	10,964	47%	
Other Expenses	2,051,655	750,981	835,960	84,979	11%	\$65k unfavourable variance in gas cost due to geothermal failure and \$24k timing on utility invoices.
<b>Beatty Park Leisure Centre Occupancy Costs Total</b>	<b>2,633,505</b>	<b>999,446</b>	<b>1,084,232</b>	<b>84,786</b>	<b>8%</b>	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,474,245)	(933,091)	(1,017,691)	(84,600)	9%	
<b>Beatty Park Leisure Centre Indirect Costs Total</b>	<b>(2,474,245)</b>	<b>(933,091)</b>	<b>(1,017,691)</b>	<b>(84,600)</b>	<b>9%</b>	
<b>Beatty Park Leisure Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swimming Pool Areas</b>						
Swimming Pool Areas Revenue						
Revenue	(1,785,800)	(664,725)	(639,568)	25,157	-4%	
<b>Swimming Pool Areas Revenue Total</b>	<b>(1,785,800)</b>	<b>(664,725)</b>	<b>(639,568)</b>	<b>25,157</b>	<b>-4%</b>	
Swimming Pool Areas Indirect Revenue						
Allocations	(738,236)	(307,902)	(288,972)	18,930	-6%	
<b>Swimming Pool Areas Indirect Revenue Total</b>	<b>(738,236)</b>	<b>(307,902)</b>	<b>(288,972)</b>	<b>18,930</b>	<b>-6%</b>	
Swimming Pool Areas Expenditure						
Employee Costs	955,091	404,022	421,881	17,859	4%	
Other Employee Costs	21,000	9,802	9,141	(661)	-7%	
Other Expenses	238,345	100,773	143,117	42,344	42%	Negative variance due to geothermal pump repairs and maintenance \$53k, other positive variances that are individually immaterial.
<b>Swimming Pool Areas Expenditure Total</b>	<b>1,214,436</b>	<b>514,597</b>	<b>574,138</b>	<b>59,541</b>	<b>12%</b>	
Swimming Pool Areas Indirect Costs						
Allocations	1,631,562	704,203	1,060,104	355,901	51%	
<b>Swimming Pool Areas Indirect Costs Total</b>	<b>1,631,562</b>	<b>704,203</b>	<b>1,060,104</b>	<b>355,901</b>	<b>51%</b>	
<b>Swimming Pool Areas Total</b>	<b>321,962</b>	<b>246,173</b>	<b>705,703</b>	<b>459,530</b>	<b>187%</b>	



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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swim School</b>						
Swim School Revenue						
Revenue	(1,549,000)	(715,203)	(729,301)	(14,098)	2%	
<b>Swim School Revenue Total</b>	<b>(1,549,000)</b>	<b>(715,203)</b>	<b>(729,301)</b>	<b>(14,098)</b>	<b>2%</b>	
Swim School Indirect Revenue						
Allocations	(732,242)	(305,401)	(286,617)	18,784	-6%	
<b>Swim School Indirect Revenue Total</b>	<b>(732,242)</b>	<b>(305,401)</b>	<b>(286,617)</b>	<b>18,784</b>	<b>-6%</b>	
Swim School Expenditure						
Employee Costs	791,984	335,020	404,340	69,320	21%	Timing variance.
Other Employee Costs	7,500	5,750	1,771	(3,980)	-69%	
Other Expenses	32,520	14,958	11,924	(3,035)	-20%	
<b>Swim School Expenditure Total</b>	<b>832,004</b>	<b>355,728</b>	<b>418,034</b>	<b>62,306</b>	<b>18%</b>	
Swim School Indirect Costs						
Allocations	1,616,764	697,837	350,940	(346,897)	-50%	
<b>Swim School Indirect Costs Total</b>	<b>1,616,764</b>	<b>697,837</b>	<b>350,940</b>	<b>(346,897)</b>	<b>-50%</b>	
<b>Swim School Total</b>	<b>167,526</b>	<b>32,961</b>	<b>(246,944)</b>	<b>(279,905)</b>	<b>-849%</b>	

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Café</b>						
Cafe Revenue						
Revenue	(714,000)	(293,437)	(265,098)	28,339	-10%	Reduction in sale of food/refreshment by \$24k and birthday party hire \$3.4k.
<b>Cafe Revenue Total</b>	<b>(714,000)</b>	<b>(293,437)</b>	<b>(265,098)</b>	<b>28,339</b>	<b>-10%</b>	
Cafe Indirect Revenue						
Allocations	(305,369)	(127,362)	(119,560)	7,802	-6%	
<b>Cafe Indirect Revenue Total</b>	<b>(305,369)</b>	<b>(127,362)</b>	<b>(119,560)</b>	<b>7,802</b>	<b>-6%</b>	
Cafe Expenditure						
Employee Costs	400,312	169,342	189,318	19,976	12%	\$14k over in statutory superannuation to be adjusted in December budget review.
Other Employee Costs	1,000	500	326	(175)	-35%	
Other Expenses	324,950	133,009	97,353	(35,656)	-27%	Timing variance on stock purchase.
<b>Cafe Expenditure Total</b>	<b>726,262</b>	<b>302,851</b>	<b>286,997</b>	<b>(15,854)</b>	<b>-5%</b>	
Cafe Indirect Costs						
Allocations	674,966	291,323	141,794	(149,529)	-51%	
<b>Cafe Indirect Costs Total</b>	<b>674,966</b>	<b>291,323</b>	<b>141,794</b>	<b>(149,529)</b>	<b>-51%</b>	
<b>Café Total</b>	<b>381,859</b>	<b>173,375</b>	<b>44,133</b>	<b>(129,242)</b>	<b>-75%</b>	

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Retail</b>						
Retail Revenue						
Revenue	(520,000)	(197,057)	(175,356)	21,701	-11%	Revenue lower than budget estimates, expected to catch up during summer period.
<b>Retail Revenue Total</b>	<b>(520,000)</b>	<b>(197,057)</b>	<b>(175,356)</b>	<b>21,701</b>	<b>-11%</b>	
Retail Indirect Revenue						
Allocations	(58,292)	(24,312)	(22,827)	1,485	-6%	
<b>Retail Indirect Revenue Total</b>	<b>(58,292)</b>	<b>(24,312)</b>	<b>(22,827)</b>	<b>1,485</b>	<b>-6%</b>	
Retail Expenditure						
Employee Costs	70,197	29,697	26,103	(3,594)	-12%	
Other Employee Costs	1,500	750	0	(750)	-100%	
Other Expenses	286,650	77,724	(92,706)	(170,430)	-219%	Timing variance to be investigated.
<b>Retail Expenditure Total</b>	<b>358,347</b>	<b>108,171</b>	<b>(66,603)</b>	<b>(174,774)</b>	<b>-162%</b>	
Retail Indirect Costs						
Allocations	128,671	55,541	61,983	6,442	12%	
<b>Retail Indirect Costs Total</b>	<b>128,671</b>	<b>55,541</b>	<b>61,983</b>	<b>6,442</b>	<b>12%</b>	
<b>Retail Total</b>	<b>(91,274)</b>	<b>(57,657)</b>	<b>(202,802)</b>	<b>(145,145)</b>	<b>252%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health and Fitness</b>						
Health and Fitness Revenue						
Revenue	(195,500)	(80,145)	(68,028)	12,117	-15%	\$8k lower revenue in casual patrons.
<b>Health and Fitness Revenue Total</b>	<b>(195,500)</b>	<b>(80,145)</b>	<b>(68,028)</b>	<b>12,117</b>	<b>-15%</b>	
Health and Fitness Indirect Revenue						
Allocations	(381,130)	(158,960)	(149,246)	9,714	-6%	
<b>Health and Fitness Indirect Revenue Total</b>	<b>(381,130)</b>	<b>(158,960)</b>	<b>(149,246)</b>	<b>9,714</b>	<b>-6%</b>	
Health and Fitness Expenditure						
Employee Costs	507,671	214,752	236,656	21,904	10%	\$14k over in statutory superannuation to be adjusted in December budget review.
Other Employee Costs	8,500	4,250	348	(3,902)	-92%	
Other Expenses	174,359	99,594	83,901	(15,693)	-16%	\$12k favourable variance in printing and photocopying expenses.
<b>Health and Fitness Expenditure Total</b>	<b>690,530</b>	<b>318,596</b>	<b>320,905</b>	<b>2,309</b>	<b>1%</b>	
Health and Fitness Indirect Costs						
Allocations	842,599	363,675	353,802	(9,873)	-3%	
<b>Health and Fitness Indirect Costs Total</b>	<b>842,599</b>	<b>363,675</b>	<b>353,802</b>	<b>(9,873)</b>	<b>-3%</b>	
<b>Health and Fitness Total</b>	<b>956,499</b>	<b>443,166</b>	<b>457,433</b>	<b>14,267</b>	<b>3%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Group Fitness</b>						
Group Fitness Revenue						
Revenue	(171,500)	(66,716)	(63,763)	2,953	-4%	
<b>Group Fitness Revenue Total</b>	<b>(171,500)</b>	<b>(66,716)</b>	<b>(63,763)</b>	<b>2,953</b>	<b>-4%</b>	
Group Fitness Indirect Revenue						
Allocations	(151,734)	(63,284)	(59,371)	3,913	-6%	
<b>Group Fitness Indirect Revenue Total</b>	<b>(151,734)</b>	<b>(63,284)</b>	<b>(59,371)</b>	<b>3,913</b>	<b>-6%</b>	
Group Fitness Expenditure						
Employee Costs	291,001	123,097	153,666	30,569	25%	Timing variance.
Other Employee Costs	1,000	500	259	(241)	-48%	
Other Expenses	97,802	46,401	26,854	(19,547)	-42%	Timing variance on payment for music licences.
<b>Group Fitness Expenditure Total</b>	<b>389,803</b>	<b>169,998</b>	<b>180,780</b>	<b>10,782</b>	<b>6%</b>	
Group Fitness Indirect Costs						
Allocations	336,939	145,403	121,741	(23,662)	-16%	
<b>Group Fitness Indirect Costs Total</b>	<b>336,939</b>	<b>145,403</b>	<b>121,741</b>	<b>(23,662)</b>	<b>-16%</b>	
<b>Group Fitness Total</b>	<b>403,508</b>	<b>185,401</b>	<b>179,387</b>	<b>(6,014)</b>	<b>-3%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Aqua Fitness</u></b>						
Aqua Fitness Revenue						
Revenue	(31,000)	(11,741)	(11,124)	617	-5%	
<b>Aqua Fitness Revenue Total</b>	<b>(31,000)</b>	<b>(11,741)</b>	<b>(11,124)</b>	<b>617</b>	<b>-5%</b>	
Aqua Fitness Indirect Revenue						
Allocations	(24,481)	(10,210)	(9,622)	588	-6%	
<b>Aqua Fitness Indirect Revenue Total</b>	<b>(24,481)</b>	<b>(10,210)</b>	<b>(9,622)</b>	<b>588</b>	<b>-6%</b>	
Aqua Fitness Expenditure						
Employee Costs	52,823	22,347	14,296	(8,051)	-36%	
Other Expenses	9,352	4,290	1,437	(2,853)	-67%	
<b>Aqua Fitness Expenditure Total</b>	<b>62,175</b>	<b>26,637</b>	<b>15,732</b>	<b>(10,905)</b>	<b>-41%</b>	
Aqua Fitness Indirect Costs						
Allocations	54,448	23,496	80,148	56,652	241%	
<b>Aqua Fitness Indirect Costs Total</b>	<b>54,448</b>	<b>23,496</b>	<b>80,148</b>	<b>56,652</b>	<b>241%</b>	
<b>Aqua Fitness Total</b>	<b>61,142</b>	<b>28,182</b>	<b>75,135</b>	<b>46,953</b>	<b>167%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Creche</b>						
Creche Revenue						
Revenue	(16,500)	(7,430)	(9,916)	(2,486)	33%	
<b>Creche Revenue Total</b>	<b>(16,500)</b>	<b>(7,430)</b>	<b>(9,916)</b>	<b>(2,486)</b>	<b>33%</b>	
Creche Indirect Revenue						
Allocations	(223,316)	(93,139)	(87,418)	5,721	-6%	
<b>Creche Indirect Revenue Total</b>	<b>(223,316)</b>	<b>(93,139)</b>	<b>(87,418)</b>	<b>5,721</b>	<b>-6%</b>	
Creche Expenditure						
Employee Costs	230,458	84,490	96,379	11,889	14%	Timing variance.
Other Employee Costs	1,250	625	326	(300)	-48%	
Other Expenses	2,075	1,312	162	(1,150)	-88%	
<b>Creche Expenditure Total</b>	<b>233,783</b>	<b>86,427</b>	<b>96,867</b>	<b>10,440</b>	<b>12%</b>	
Creche Indirect Costs						
Allocations	492,658	212,650	114,995	(97,655)	-46%	
<b>Creche Indirect Costs Total</b>	<b>492,658</b>	<b>212,650</b>	<b>114,995</b>	<b>(97,655)</b>	<b>-46%</b>	
<b>Creche Total</b>	<b>486,625</b>	<b>198,508</b>	<b>114,527</b>	<b>(83,981)</b>	<b>-42%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community Partnership Mgmt Administration</u></b>						
Community Partnerships Management Administration						
Employee Costs	688,837	291,396	255,286	(36,110)	-12%	Savings due to employee on unpaid leave.
Other Expenses	187,350	78,070	15,089	(62,981)	-81%	\$62k timing variance on consultant cost not yet required.
<b>Community Partnerships Management Administration Total</b>	<b>876,187</b>	<b>369,466</b>	<b>270,375</b>	<b>(99,091)</b>	<b>-27%</b>	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	83,065	36,065	34,822	(1,243)	-3%	
Library Occupancy Costs Allocations	6,191	2,417	0	(2,417)	-100%	
Community Partnerships Mgmt Admin Recove	(965,443)	(407,948)	(305,197)	102,751	-25%	
<b>Community Partnerships Mgmt Admin Indirect Costs Total</b>	<b>(876,187)</b>	<b>(369,466)</b>	<b>(270,375)</b>	<b>99,091</b>	<b>-27%</b>	
<b>Community Partnership Mgmt Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>100%</b>	
<b><u>Community Connections</u></b>						
Community Connections Expenditure						
Employee Costs	86,190	36,465	38,453	1,988	5%	
Other Employee Costs	5,200	1,300	2,183	883	68%	
Other Expenses	84,400	47,745	40,554	(7,191)	-15%	
<b>Community Connections Expenditure Total</b>	<b>175,790</b>	<b>85,510</b>	<b>81,190</b>	<b>(4,320)</b>	<b>-5%</b>	
Community Connections Indirect Costs						
Allocations	65,777	28,662	27,954	(708)	-2%	
Community Partnerships Mgmt Admin Alloca	241,362	101,987	0	(101,987)	-100%	
Library Occupancy Costs Allocations	5,349	2,090	0	(2,090)	-100%	
<b>Community Connections Indirect Costs Total</b>	<b>312,488</b>	<b>132,739</b>	<b>27,954</b>	<b>(104,785)</b>	<b>-79%</b>	
<b>Community Connections Total</b>	<b>488,278</b>	<b>218,249</b>	<b>109,144</b>	<b>(109,105)</b>	<b>-50%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recreation, Arts and Culture</u></b>						
Recreation, Arts and Culture Revenue						
Revenue	(44,800)	(18,670)	(18,000)	670	-4%	
<b>Recreation, Arts and Culture Revenue Total</b>	<b>(44,800)</b>	<b>(18,670)</b>	<b>(18,000)</b>	<b>670</b>	<b>-4%</b>	
<b><u>Recreation, Arts and Culture Expenditure</u></b>						
Employee Costs	88,266	37,337	65,519	28,182	75%	Salary of an employee incorrectly costed, to be corrected in December 2018 report.
Other Employee Costs	4,372	1,820	1,656	(164)	-9%	
Other Expenses	152,170	48,264	56,078	7,814	16%	
<b>Recreation, Arts and Culture Expenditure Total</b>	<b>244,808</b>	<b>87,421</b>	<b>123,252</b>	<b>35,831</b>	<b>41%</b>	
Recreation, Arts and Culture Indirect Costs						
Allocations	147,504	64,213	61,501	(2,712)	-4%	
Community Partnerships Mgmt Admin Alloca	181,022	76,491	137,339	60,848	80%	
Library Occupancy Costs Allocations	11,755	4,592	0	(4,592)	-100%	
<b>Recreation, Arts and Culture Indirect Costs Total</b>	<b>340,281</b>	<b>145,296</b>	<b>198,840</b>	<b>53,544</b>	<b>37%</b>	
<b>Recreation, Arts and Culture Total</b>	<b>540,289</b>	<b>214,047</b>	<b>304,092</b>	<b>90,045</b>	<b>42%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Senior, Disability and Youth Services</b>						
Senior, Disability and Youth Services Revenue	(32,000)	(21,250)	(8,085)	13,165	-62%	Timing variance on Kidsport grant.
<b>Senior, Disability and Youth Services Revenue Total</b>	<b>(32,000)</b>	<b>(21,250)</b>	<b>(8,085)</b>	<b>13,165</b>	<b>-62%</b>	
Senior, Disability and Youth Services Expenditure						
Employee Costs	147,122	62,239	46,235	(16,004)	-26%	Variance due to vacant position.
Other Employee Costs	1,200	500	15	(485)	-97%	
Other Expenses	222,600	84,487	19,970	(64,517)	-76%	Timing variance for donations/sponsorship expense.
<b>Senior, Disability and Youth Services Expenditure Total</b>	<b>370,922</b>	<b>147,226</b>	<b>66,220</b>	<b>(81,006)</b>	<b>-55%</b>	
Senior, Disability and Youth Serv Indirect Costs						
Allocations	53,505	23,299	25,900	2,601	11%	
Community Partnerships Mgmt Admin Alloca	422,380	178,477	122,079	(56,398)	-32%	
Library Occupancy Costs Allocations	4,282	1,673	0	(1,673)	-100%	
<b>Senior, Disability and Youth Serv Indirect Costs Total</b>	<b>480,167</b>	<b>203,449</b>	<b>147,979</b>	<b>(55,470)</b>	<b>-27%</b>	
<b>Senior, Disability and Youth Services Total</b>	<b>819,089</b>	<b>329,425</b>	<b>206,115</b>	<b>(123,310)</b>	<b>-37%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Library Services</b>						
Library Services Revenue						
Revenue	(21,300)	(8,875)	(5,333)	3,542	-40%	
<b>Library Services Revenue Total</b>	<b>(21,300)</b>	<b>(8,875)</b>	<b>(5,333)</b>	<b>3,542</b>	<b>-40%</b>	
Library Services Expenditure						
Employee Costs	863,982	365,484	368,828	3,344	1%	
Other Employee Costs	7,510	3,130	922	(2,208)	-71%	
Other Expenses	106,550	44,395	35,149	(9,246)	-21%	
<b>Library Services Expenditure Total</b>	<b>978,042</b>	<b>413,009</b>	<b>404,899</b>	<b>(8,110)</b>	<b>-2%</b>	
Library Services Indirect Costs						
Allocations	369,296	160,745	148,309	(12,436)	-8%	
Community Partnerships Mgmt Admin Alloca	120,679	50,993	45,780	(5,213)	-10%	
Library Occupancy Costs Allocations	29,307	11,449	0	(11,449)	-100%	
<b>Library Services Indirect Costs Total</b>	<b>519,282</b>	<b>223,187</b>	<b>194,088</b>	<b>(29,099)</b>	<b>-13%</b>	
<b>Library Services Total</b>	<b>1,476,024</b>	<b>627,321</b>	<b>593,654</b>	<b>(33,667)</b>	<b>-5%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Building</u></b>						
Library Occupancy Costs						
Building Maintenance	89,000	30,035	35,488	5,453	18%	
Ground Maintenance	0	0	258	258	100%	
Other Expenses	190,408	78,975	68,241	(10,734)	-14%	
<b>Library Occupancy Costs Total</b>	<b>279,408</b>	<b>109,010</b>	<b>103,987</b>	<b>(5,023)</b>	<b>-5%</b>	
Library Indirect Costs						
Allocations	5,010	2,090	2,090	0	0%	
Library Occupancy Costs Recovery	(56,884)	(22,221)	0	22,221	-100%	
<b>Library Indirect Costs Total</b>	<b>(51,874)</b>	<b>(20,131)</b>	<b>2,090</b>	<b>22,221</b>	<b>-110%</b>	
<b>Library Building Total</b>	<b>227,534</b>	<b>88,879</b>	<b>106,077</b>	<b>17,198</b>	<b>19%</b>	
<b><u>Ranger Services Administration</u></b>						
Ranger Services Administration Revenue						
Revenue	(2,800)	(1,165)	(1,259)	(94)	8%	
<b>Ranger Services Administration Revenue Total</b>	<b>(2,800)</b>	<b>(1,165)</b>	<b>(1,259)</b>	<b>(94)</b>	<b>8%</b>	
Ranger Services Administration Expenditure						
Employee Costs	2,273,952	961,935	1,005,676	43,741	5%	
Other Employee Costs	44,491	18,535	12,728	(5,807)	-31%	
Other Expenses	195,800	68,424	69,408	984	1%	
<b>Ranger Services Administration Expenditure Total</b>	<b>2,514,243</b>	<b>1,048,894</b>	<b>1,087,811</b>	<b>38,917</b>	<b>4%</b>	
Ranger Services Administration Indirect Costs						
Allocations	(2,511,443)	(1,047,729)	(1,086,553)	(38,824)	4%	
<b>Ranger Services Administration Indirect Costs Total</b>	<b>(2,511,443)</b>	<b>(1,047,729)</b>	<b>(1,086,553)</b>	<b>(38,824)</b>	<b>4%</b>	
<b>Ranger Services Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Fire Prevention</u></b>						
Fire Prevention Revenue						
Revenue	(5,000)	(2,085)	0	2,085	-100%	
<b>Fire Prevention Revenue Total</b>	<b>(5,000)</b>	<b>(2,085)</b>	<b>0</b>	<b>2,085</b>	<b>-100%</b>	
Fire Prevention Indirect Costs						
Allocations	31,832	13,463	92,223	78,760	585%	
<b>Fire Prevention Indirect Costs Total</b>	<b>31,832</b>	<b>13,463</b>	<b>92,223</b>	<b>78,760</b>	<b>585%</b>	
<b>Fire Prevention Total</b>	<b>26,832</b>	<b>11,378</b>	<b>92,223</b>	<b>80,845</b>	<b>711%</b>	
<b><u>Animal Control</u></b>						
Animal Control Revenue						
Revenue	(103,200)	(42,995)	(55,078)	(12,083)	28%	Timing variance, revenue higher than budget estimates for this period.
<b>Animal Control Revenue Total</b>	<b>(103,200)</b>	<b>(42,995)</b>	<b>(55,078)</b>	<b>(12,083)</b>	<b>28%</b>	
Animal Control Expenditure						
Other Expenses	16,250	6,770	6,632	(138)	-2%	
<b>Animal Control Expenditure Total</b>	<b>16,250</b>	<b>6,770</b>	<b>6,632</b>	<b>(138)</b>	<b>-2%</b>	
Animal Control Indirect Costs						
Allocations	331,022	139,993	92,025	(47,968)	-34%	
<b>Animal Control Indirect Costs Total</b>	<b>331,022</b>	<b>139,993</b>	<b>92,025</b>	<b>(47,968)</b>	<b>-34%</b>	
<b>Animal Control Total</b>	<b>244,072</b>	<b>103,768</b>	<b>43,579</b>	<b>(60,189)</b>	<b>-58%</b>	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Local Laws (Law and Order)</b>						
Local Laws (Law and Order) Revenue						
Revenue	(51,350)	(21,395)	(25,169)	(3,774)	18%	
<b>Local Laws (Law and Order) Revenue Total</b>	<b>(51,350)</b>	<b>(21,395)</b>	<b>(25,169)</b>	<b>(3,774)</b>	<b>18%</b>	
Local Laws (Law and Order) Indirect Costs						
Allocations	484,223	204,783	184,050	(20,734)	-10%	
<b>Local Laws (Law and Order) Indirect Costs Total</b>	<b>484,223</b>	<b>204,783</b>	<b>184,050</b>	<b>(20,734)</b>	<b>-10%</b>	
<b>Local Laws (Law and Order) Total</b>	<b>432,873</b>	<b>183,388</b>	<b>158,881</b>	<b>(24,507)</b>	<b>-13%</b>	
<b>Abandoned Vehicles</b>						
Abandoned Vehicles Revenue						
Revenue	(24,000)	(10,000)	(6,160)	3,840	-38%	
<b>Abandoned Vehicles Revenue Total</b>	<b>(24,000)</b>	<b>(10,000)</b>	<b>(6,160)</b>	<b>3,840</b>	<b>-38%</b>	
Abandoned Vehicles Expenditure						
Other Expenses	31,000	12,915	4,858	(8,057)	-62%	
<b>Abandoned Vehicles Expenditure Total</b>	<b>31,000</b>	<b>12,915</b>	<b>4,858</b>	<b>(8,057)</b>	<b>-62%</b>	
Abandoned Vehicles Indirect Costs						
Allocations	409,361	173,123	92,025	(81,098)	-47%	
<b>Abandoned Vehicles Indirect Costs Total</b>	<b>409,361</b>	<b>173,123</b>	<b>92,025</b>	<b>(81,098)</b>	<b>-47%</b>	
<b>Abandoned Vehicles Total</b>	<b>416,361</b>	<b>176,038</b>	<b>90,722</b>	<b>(85,316)</b>	<b>-48%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Inspectorial Control</u></b>						
Inspectorial Control Revenue						
Revenue	(2,428,920)	(1,021,380)	(1,211,531)	(190,151)	19%	Due to revenue increase in parking infringements and fines.
<b>Inspectorial Control Revenue Total</b>	<b>(2,428,920)</b>	<b>(1,021,380)</b>	<b>(1,211,531)</b>	<b>(190,151)</b>	<b>19%</b>	
Inspectorial Control Expenditure						
Other Expenses	1,176,900	714,540	673,354	(41,186)	-6%	
<b>Inspectorial Control Expenditure Total</b>	<b>1,176,900</b>	<b>714,540</b>	<b>673,354</b>	<b>(41,186)</b>	<b>-6%</b>	
Inspectorial Control Indirect Costs						
Allocations	2,442,154	1,032,814	1,073,622	40,808	4%	
<b>Inspectorial Control Indirect Costs Total</b>	<b>2,442,154</b>	<b>1,032,814</b>	<b>1,073,622</b>	<b>40,808</b>	<b>4%</b>	
<b>Inspectorial Control Total</b>	<b>1,190,134</b>	<b>725,974</b>	<b>535,444</b>	<b>(190,530)</b>	<b>-26%</b>	
<b><u>Car Park Control</u></b>						
Car Park Control Revenue						
Revenue	(2,979,830)	(1,253,331)	(1,184,976)	68,355	-5%	Due to decrease in revenue for parking ticket machine by \$76k and positive variance in parking fees by \$6.7k.
<b>Car Park Control Revenue Total</b>	<b>(2,979,830)</b>	<b>(1,253,331)</b>	<b>(1,184,976)</b>	<b>68,355</b>	<b>-5%</b>	
Car Park Control Expenditure						
Ground Maintenance	169,830	68,600	62,660	(5,940)	-9%	
Other Expenses	771,933	323,243	303,345	(19,898)	-6%	
<b>Car Park Control Expenditure Total</b>	<b>941,763</b>	<b>391,843</b>	<b>366,004</b>	<b>(25,839)</b>	<b>-7%</b>	
<b>Car Park Control Total</b>	<b>(2,038,067)</b>	<b>(861,488)</b>	<b>(818,971)</b>	<b>42,517</b>	<b>-5%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Kerbside Parking Control</u></b>						
Kerbside Parking Control Revenue						
Revenue	(2,683,550)	(1,144,887)	(1,087,486)	57,401	-5%	Revenue lower than anticipated from ticket machines.
<b>Kerbside Parking Control Revenue Total</b>	<b>(2,683,550)</b>	<b>(1,144,887)</b>	<b>(1,087,486)</b>	<b>57,401</b>	<b>-5%</b>	
Kerbside Parking Control Expenditure						
Other Expenses	556,964	251,195	202,275	(48,920)	-19%	Timing variance, \$14k armoured security services, \$15k collection fees and \$13k on leasing cost.
<b>Kerbside Parking Control Expenditure Total</b>	<b>556,964</b>	<b>251,195</b>	<b>202,275</b>	<b>(48,920)</b>	<b>-19%</b>	
<b>Kerbside Parking Control Total</b>	<b>(2,126,586)</b>	<b>(893,692)</b>	<b>(885,211)</b>	<b>8,481</b>	<b>-1%</b>	
<b><u>Dog Pound Expenditure</u></b>						
Dog Pound Expenditure						
Building Maintenance	23,000	21,126	610	(20,516)	-97%	No major maintenance yet required.
<b>Dog Pound Expenditure Total</b>	<b>23,000</b>	<b>21,126</b>	<b>610</b>	<b>(20,516)</b>	<b>-97%</b>	
<b>Dog Pound Expenditure Total</b>	<b>23,000</b>	<b>21,126</b>	<b>610</b>	<b>(20,516)</b>	<b>-97%</b>	
<b><u>Director Development Services</u></b>						
Director Development Services Expenditure						
Employee Costs	425,393	179,951	168,036	(11,915)	-7%	
Other Employee Costs	2,290	38	462	424	1117%	
Other Expenses	3,880	1,793	739	(1,054)	-59%	
<b>Director Development Services Expenditure Total</b>	<b>431,563</b>	<b>181,782</b>	<b>169,237</b>	<b>(12,545)</b>	<b>-7%</b>	
Director Development Services Indirect Costs						
Allocations	(431,563)	(181,782)	(169,237)	12,545	-7%	
<b>Director Development Services Indirect Costs Total</b>	<b>(431,563)</b>	<b>(181,782)</b>	<b>(169,237)</b>	<b>12,545</b>	<b>-7%</b>	
<b>Director Development Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Health Administration and Inspection</u></b>						
Health Administration and Inspection Revenue	(329,700)	(282,315)	(292,948)	(10,633)	4%	
<b>Health Administration and Inspection Revenue Total</b>	<b>(329,700)</b>	<b>(282,315)</b>	<b>(292,948)</b>	<b>(10,633)</b>	<b>4%</b>	
Health Administration and Inspection Expenditure						
Employee Costs	734,929	310,893	246,007	(64,886)	-21%	Salary budget to be amended in December budget review.
Other Employee Costs	24,056	10,165	8,640	(1,525)	-15%	
Other Expenses	110,300	33,570	6,010	(27,560)	-82%	\$10k positive variance on legal cost not yet required and various positive variances that are individually immaterial.
<b>Health Administration and Inspection Expenditure Total</b>	<b>869,285</b>	<b>354,628</b>	<b>260,657</b>	<b>(93,972)</b>	<b>-26%</b>	
Health Administration and Inspection Indirect Cost Allocations	412,058	176,374	154,149	(22,225)	-13%	
<b>Health Administration and Inspection Indirect Cost Total</b>	<b>412,058</b>	<b>176,374</b>	<b>154,149</b>	<b>(22,225)</b>	<b>-13%</b>	
<b>Health Administration and Inspection Total</b>	<b>951,643</b>	<b>248,687</b>	<b>121,857</b>	<b>(126,830)</b>	<b>-51%</b>	
<b><u>Food Control</u></b>						
Food Control Revenue						
Revenue	(1,000)	(415)	(91)	324	-78%	
<b>Food Control Revenue Total</b>	<b>(1,000)</b>	<b>(415)</b>	<b>(91)</b>	<b>324</b>	<b>-78%</b>	
Food Control Expenditure						
Other Expenses	20,500	7,290	8,701	1,411	19%	
<b>Food Control Expenditure Total</b>	<b>20,500</b>	<b>7,290</b>	<b>8,701</b>	<b>1,411</b>	<b>19%</b>	
<b>Food Control Total</b>	<b>19,500</b>	<b>6,875</b>	<b>8,610</b>	<b>1,735</b>	<b>25%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health Clinics</b>						
Health Clinics Revenue						
Revenue	(19,685)	(8,535)	(5,457)	3,078	-36%	
<b>Health Clinics Revenue Total</b>	<b>(19,685)</b>	<b>(8,535)</b>	<b>(5,457)</b>	<b>3,078</b>	<b>-36%</b>	
Health Clinics Expenditure						
Building Maintenance	20,950	13,300	8,411	(4,889)	-37%	
Ground Maintenance	0	0	1,232	1,232	100%	
Other Expenses	65,849	27,431	25,935	(1,496)	-5%	
<b>Health Clinics Expenditure Total</b>	<b>86,799</b>	<b>40,731</b>	<b>35,578</b>	<b>(5,153)</b>	<b>-13%</b>	
Health Clinics Indirect Costs						
Allocations	1,816	760	675	(85)	-11%	
<b>Health Clinics Indirect Costs Total</b>	<b>1,816</b>	<b>760</b>	<b>675</b>	<b>(85)</b>	<b>-11%</b>	
<b>Health Clinics Total</b>	<b>68,930</b>	<b>32,956</b>	<b>30,796</b>	<b>(2,160)</b>	<b>-7%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Statutory Planning Services</b>						
Statutory Planning Services Revenue						
Revenue	(374,000)	(162,268)	(370,818)	(208,550)	129%	Revenue on Development Application fees and Cash in Lieu higher than estimated.
<b>Statutory Planning Services Revenue Total</b>	<b>(374,000)</b>	<b>(162,268)</b>	<b>(370,818)</b>	<b>(208,550)</b>	<b>129%</b>	
Statutory Planning Services Expenditure						
Employee Costs	901,966	381,559	532,241	150,682	39%	Manager's cost and two employee budgeted costs were incorrectly allocated to Building Services and Corporate Services. To amend in December 2018 budget review.
Other Employee Costs	60,588	25,119	5,954	(19,165)	-76%	\$15k Agency labour cost not yet required.
Other Expenses	210,500	75,890	109,132	33,242	44%	Higher Development Application Panel fees due to increased in applications.
<b>Statutory Planning Services Expenditure Total</b>	<b>1,173,054</b>	<b>482,568</b>	<b>647,327</b>	<b>164,759</b>	<b>34%</b>	
Statutory Planning Services Indirect Costs						
Allocations	508,521	217,755	198,462	(19,293)	-9%	
<b>Statutory Planning Services Indirect Costs Total</b>	<b>508,521</b>	<b>217,755</b>	<b>198,462</b>	<b>(19,293)</b>	<b>-9%</b>	
<b>Statutory Planning Services Total</b>	<b>1,307,575</b>	<b>538,055</b>	<b>474,972</b>	<b>(63,083)</b>	<b>-12%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Compliance Services</u></b>						
Compliance Services Revenue						
Revenue	(20,750)	(8,645)	(12,082)	(3,437)	40%	
<b>Compliance Services Revenue Total</b>	<b>(20,750)</b>	<b>(8,645)</b>	<b>(12,082)</b>	<b>(3,437)</b>	<b>40%</b>	
Compliance Services Expenditure						
Employee Costs	376,256	159,165	178,969	19,804	12%	Salary budget to amend in December budget review.
Other Employee Costs	6,047	2,795	1,973	(822)	-29%	
Other Expenses	57,200	11,995	16,271	4,276	36%	
<b>Compliance Services Expenditure Total</b>	<b>439,503</b>	<b>173,955</b>	<b>197,213</b>	<b>23,258</b>	<b>13%</b>	
Compliance Services Indirect Costs						
Allocations	222,503	95,354	89,719	(5,635)	-6%	
<b>Compliance Services Indirect Costs Total</b>	<b>222,503</b>	<b>95,354</b>	<b>89,719</b>	<b>(5,635)</b>	<b>-6%</b>	
<b>Compliance Services Total</b>	<b>641,256</b>	<b>260,664</b>	<b>274,850</b>	<b>14,186</b>	<b>5%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Policy and Place Services</u></b>						
Policy and Place Services Revenue						
Revenue	(1,600)	(665)	(932)	(267)	40%	
<b>Policy and Place Services Revenue Total</b>	<b>(1,600)</b>	<b>(665)</b>	<b>(932)</b>	<b>(267)</b>	<b>40%</b>	
 Policy and Place Serv Expenditure						
Employee Costs	1,013,962	428,933	437,642	8,709	2%	
Other Employee Costs	13,427	5,849	6,359	510	9%	
Other Expenses	784,300	114,835	61,016	(53,819)	-47%	Budget for donations/sponsorship and heritage Grants not yet acquitted.
Operating Projects	168,000	73,000	3,659	(69,341)	-95%	Timing variance. \$10k on business engagement program and \$60k on parking surveys.
<b>Policy and Place Serv Expenditure Total</b>	<b>1,979,689</b>	<b>622,617</b>	<b>508,677</b>	<b>(113,940)</b>	<b>-18%</b>	
 Policy and Place Services Indirect Cost						
Allocations	516,027	221,103	185,323	(35,780)	-16%	
<b>Policy and Place Services Indirect Cost Total</b>	<b>516,027</b>	<b>221,103</b>	<b>185,323</b>	<b>(35,780)</b>	<b>-16%</b>	
<b>Policy and Place Services Total</b>	<b>2,494,116</b>	<b>843,055</b>	<b>693,068</b>	<b>(149,987)</b>	<b>-18%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Building Control</b>						
Building Control Revenue						
Revenue	(236,250)	(106,605)	(129,707)	(23,102)	22%	
<b>Building Control Revenue Total</b>	<b>(236,250)</b>	<b>(106,605)</b>	<b>(129,707)</b>	<b>(23,102)</b>	<b>22%</b>	
Building Control Expenditure						
Employee Costs	542,049	229,307	173,670	(55,637)	-24%	Statutory Planning Manager and one employee budget was incorrectly allocated. To amend in December 2018 budget review.
Other Employee Costs	16,260	9,690	31,386	21,696	224%	Variance due to hire of agency labour while a position was vacant.
Other Expenses	37,200	15,665	4,726	(10,939)	-70%	Made up of various favourable variances that are individually immaterial.
<b>Building Control Expenditure Total</b>	<b>595,509</b>	<b>254,662</b>	<b>209,782</b>	<b>(44,880)</b>	<b>-18%</b>	
Building Control Indirect Costs						
Allocations	281,325	120,493	107,852	(12,641)	-10%	
<b>Building Control Indirect Costs Total</b>	<b>281,325</b>	<b>120,493</b>	<b>107,852</b>	<b>(12,641)</b>	<b>-10%</b>	
<b>Building Control Total</b>	<b>640,584</b>	<b>268,550</b>	<b>187,928</b>	<b>(80,622)</b>	<b>-30%</b>	
<b>Director Engineering Expenditure</b>						
Director Engineering Expenditure						
Employee Costs	400,220	169,302	186,104	16,802	10%	
Other Employee Costs	12,775	4,350	4,383	33	1%	
Other Expenses	59,200	16,750	30,136	13,386	80%	Timing variance of \$17k on consultants.
<b>Director Engineering Expenditure Total</b>	<b>472,195</b>	<b>190,402</b>	<b>220,623</b>	<b>30,221</b>	<b>16%</b>	
Director Engineering Indirect Costs						
Allocations	(472,195)	(190,402)	(220,623)	(30,221)	16%	
<b>Director Engineering Indirect Costs Total</b>	<b>(472,195)</b>	<b>(190,402)</b>	<b>(220,623)</b>	<b>(30,221)</b>	<b>16%</b>	
<b>Director Engineering Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Engineering Design Services</u></b>						
Engineering Design Services Revenue						
Revenue	(8,250)	(935)	(2,497)	(1,562)	167%	
<b>Engineering Design Services Revenue Total</b>	<b>(8,250)</b>	<b>(935)</b>	<b>(2,497)</b>	<b>(1,562)</b>	<b>167%</b>	
Engineering Design Services Expenditure						
Employee Costs	498,444	210,858	239,257	28,399	13%	Employee salary incorrectly costed to Engineering Services, to be corrected in December 2018 report.
Other Employee Costs	30,871	8,438	3,878	(4,560)	-54%	
Other Expenses	274,550	61,138	44,756	(16,382)	-27%	Consultants not yet required.
<b>Engineering Design Services Expenditure Total</b>	<b>803,865</b>	<b>280,434</b>	<b>287,892</b>	<b>7,458</b>	<b>3%</b>	
Engineering Design Services Indirect Costs						
Allocations	319,887	137,126	111,750	(25,376)	-19%	
<b>Engineering Design Services Indirect Costs Total</b>	<b>319,887</b>	<b>137,126</b>	<b>111,750</b>	<b>(25,376)</b>	<b>-19%</b>	
<b>Engineering Design Services Total</b>	<b>1,115,502</b>	<b>416,625</b>	<b>397,144</b>	<b>(19,481)</b>	<b>-5%</b>	
<b><u>Bike Station Expenditure</u></b>						
Bike Station Expenditure						
Other Expenses	8,000	2,000	579	(1,421)	-71%	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>2,000</b>	<b>579</b>	<b>(1,421)</b>	<b>-71%</b>	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>2,000</b>	<b>579</b>	<b>(1,421)</b>	<b>-71%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Street Lighting</u></b>						
Street Lighting Revenue						
Revenue	(23,000)	0	0	0		
<b>Street Lighting Revenue Total</b>	<b>(23,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Street Lighting Expenditure						
Other Expenses	785,000	255,842	228,874	(26,968)	-11%	Timing variance on invoice for electricity.
<b>Street Lighting Expenditure Total</b>	<b>785,000</b>	<b>255,842</b>	<b>228,874</b>	<b>(26,968)</b>	<b>-11%</b>	
<b>Street Lighting Total</b>	<b>762,000</b>	<b>255,842</b>	<b>228,874</b>	<b>(26,968)</b>	<b>-11%</b>	
<b><u>Underground Power Project</u></b>						
Underground Power Project Revenue						
Revenue	0	0	(100)	(100)	100%	
<b>Underground Power Project Revenue Total</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>	<b>100%</b>	
<b>Underground Power Project Total</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>	<b>100%</b>	
<b><u>Bus Shelter</u></b>						
Bus Shelter Revenue						
Revenue	(59,000)	(12,500)	(12,055)	445	-4%	
<b>Bus Shelter Revenue Total</b>	<b>(59,000)</b>	<b>(12,500)</b>	<b>(12,055)</b>	<b>445</b>	<b>-4%</b>	
Bus Shelter Expenditure						
Other Expenses	99,409	41,846	47,816	5,970	14%	
<b>Bus Shelter Expenditure Total</b>	<b>99,409</b>	<b>41,846</b>	<b>47,816</b>	<b>5,970</b>	<b>14%</b>	
<b>Bus Shelter Total</b>	<b>40,409</b>	<b>29,346</b>	<b>35,761</b>	<b>6,415</b>	<b>22%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parking and Street Name Signs Expenditure</u>						
Parking and Street Name Signs Expenditure						
Other Expenses	86,000	33,682	28,496	(5,186)	-15%	
Parking and Street Name Signs Expenditure Total	86,000	33,682	28,496	(5,186)	-15%	
Parking and Street Name Signs Expenditure Total	86,000	33,682	28,496	(5,186)	-15%	
<u>Crossovers</u>						
Crossovers Expenditure						
Other Expenses	13,000	5,415	5,690	275	5%	
Crossovers Expenditure Total	13,000	5,415	5,690	275	5%	
Crossovers Total	13,000	5,415	5,690	275	5%	
<u>Roads Linemarking Expenditure</u>						
Roads Linemarking Expenditure						
Other Expenses	65,000	20,119	20,237	118	1%	
Roads Linemarking Expenditure Total	65,000	20,119	20,237	118	1%	
Roads Linemarking Expenditure Total	65,000	20,119	20,237	118	1%	
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	0	0	0		
Tree Lighting Leederville Expenditure Total	50,000	0	0	0		
Tree Lighting Leederville Expenditure Total	50,000	0	0	0		

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parklets Expenditure</u></b>						
Parklets Expenditure						
Other Expenses	2,500	1,228	193	(1,036)	-84%	
<b>Parklets Expenditure Total</b>	<b>2,500</b>	<b>1,228</b>	<b>193</b>	<b>(1,036)</b>	<b>-84%</b>	
<b>Parklets Expenditure Total</b>	<b>2,500</b>	<b>1,228</b>	<b>193</b>	<b>(1,036)</b>	<b>-84%</b>	
<b><u>Environmental Services</u></b>						
Environmental Services Revenue						
Revenue	(26,000)	(6,500)	(10,330)	(3,830)	59%	
<b>Environmental Services Revenue Total</b>	<b>(26,000)</b>	<b>(6,500)</b>	<b>(10,330)</b>	<b>(3,830)</b>	<b>59%</b>	
Environmental Services Expenditure						
Employee Costs	89,486	37,855	36,176	(1,679)	-4%	
Other Employee Costs	1,500	375	0	(375)	-100%	
Other Expenses	229,440	93,606	119,045	25,439	27%	Adopt-a-verge program has increased expenditure over this period.
<b>Environmental Services Expenditure Total</b>	<b>320,426</b>	<b>131,836</b>	<b>155,221</b>	<b>23,385</b>	<b>18%</b>	
Environmental Services Indirect Costs						
Allocations	37,266	16,281	16,716	435	3%	
<b>Environmental Services Indirect Costs Total</b>	<b>37,266</b>	<b>16,281</b>	<b>16,716</b>	<b>435</b>	<b>3%</b>	
<b>Environmental Services Total</b>	<b>331,692</b>	<b>141,617</b>	<b>161,607</b>	<b>19,990</b>	<b>14%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Property Management Administration</u></b>						
Property Management Administration Revenue	(2,000)	(835)	(1,065)	(230)	28%	
<b>Property Management Administration Revenue Total</b>	<b>(2,000)</b>	<b>(835)</b>	<b>(1,065)</b>	<b>(230)</b>	<b>28%</b>	
Property Management Administration Expenditure						
Employee Costs	263,176	111,332	74,695	(36,637)	-33%	Employee salary incorrectly costed to Engineering Services, to be corrected in December 2018 report.
Other Employee Costs	5,534	2,305	1,950	(355)	-15%	
Other Expenses	44,102	18,370	25,363	6,993	38%	
<b>Property Management Administration Expenditure Total</b>	<b>312,812</b>	<b>132,007</b>	<b>102,008</b>	<b>(29,999)</b>	<b>-23%</b>	
Property Management Administration Indirect Costs						
Allocations	155,246	66,440	62,994	(3,446)	-5%	
<b>Property Management Administration Indirect Costs Total</b>	<b>155,246</b>	<b>66,440</b>	<b>62,994</b>	<b>(3,446)</b>	<b>-5%</b>	
<b>Property Management Administration Total</b>	<b>466,058</b>	<b>197,612</b>	<b>163,937</b>	<b>(33,675)</b>	<b>-17%</b>	
<b><u>Civic Centre Building</u></b>						
Civic Centre Building Expenditure						
Building Maintenance	178,900	82,489	77,595	(4,894)	-6%	No major maintenance yet required. \$54k over in depreciation expense after revaluation of assets.
Ground Maintenance	58,900	24,540	13,619	(10,921)	-45%	
Other Expenses	713,873	285,185	345,764	60,579	21%	
<b>Civic Centre Building Expenditure Total</b>	<b>951,673</b>	<b>392,214</b>	<b>436,979</b>	<b>44,765</b>	<b>11%</b>	
Civic Centre Building Indirect Costs						
Allocations	(1,506,875)	(623,549)	(436,979)	186,570	-30%	
<b>Civic Centre Building Indirect Costs Total</b>	<b>(1,506,875)</b>	<b>(623,549)</b>	<b>(436,979)</b>	<b>186,570</b>	<b>-30%</b>	
<b>Civic Centre Building Total</b>	<b>(555,202)</b>	<b>(231,335)</b>	<b>0</b>	<b>231,335</b>	<b>-100%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Child Care Centres and Play Groups</u></b>						
Child Care Centres and Play Groups Revenue						
Revenue	(18,757)	(7,815)	(3,310)	4,505	-58%	
<b>Child Care Centres and Play Groups Revenue Total</b>	<b>(18,757)</b>	<b>(7,815)</b>	<b>(3,310)</b>	<b>4,505</b>	<b>-58%</b>	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	8,800	3,964	2,626	(1,338)	-34%	
Ground Maintenance	0	0	720	720	100%	
Other Expenses	44,739	18,635	19,796	1,161	6%	
<b>Child Care Centres and Play Groups Expenditure Total</b>	<b>53,539</b>	<b>22,599</b>	<b>23,142</b>	<b>543</b>	<b>2%</b>	
Child Care Centres and Play Groups Indirect Costs						
Allocations	1,999	830	830	0	0%	
<b>Child Care Centres and Play Groups Indirect Costs Total</b>	<b>1,999</b>	<b>830</b>	<b>830</b>	<b>0</b>	<b>0%</b>	
<b>Child Care Centres and Play Groups Total</b>	<b>36,781</b>	<b>15,614</b>	<b>20,662</b>	<b>5,048</b>	<b>32%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Pre Schools and Kindergartens</u></b>						
Pre Schools and Kindergartens Revenue						
Revenue	(53,685)	(22,370)	(18,797)	3,574	-16%	
<b>Pre Schools and Kindergartens Revenue Total</b>	<b>(53,685)</b>	<b>(22,370)</b>	<b>(18,797)</b>	<b>3,574</b>	<b>-16%</b>	
 Pre Schools and Kindergartens Expenditure						
Building Maintenance	8,625	4,313	3,392	(921)	-21%	
Ground Maintenance	350	145	0	(145)	-100%	
Other Expenses	50,945	21,225	19,688	(1,537)	-7%	
<b>Pre Schools and Kindergartens Expenditure Total</b>	<b>59,920</b>	<b>25,683</b>	<b>23,079</b>	<b>(2,604)</b>	<b>-10%</b>	
 Pre Schools and Kindergartens Indirect Costs						
Allocations	1,468	615	615	0	0%	
<b>Pre Schools and Kindergartens Indirect Costs Total</b>	<b>1,468</b>	<b>615</b>	<b>615</b>	<b>0</b>	<b>0%</b>	
 <b>Pre Schools and Kindergartens Total</b>	<b>7,703</b>	<b>3,928</b>	<b>4,898</b>	<b>970</b>	<b>25%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community and Welfare Centres</u></b>						
Community and Welfare Centres Revenue						
Revenue	(91,673)	(38,205)	(30,119)	8,086	-21%	
<b>Community and Welfare Centres Revenue Total</b>	<b>(91,673)</b>	<b>(38,205)</b>	<b>(30,119)</b>	<b>8,086</b>	<b>-21%</b>	
Community and Welfare Centres Expenditure						
Building Maintenance	31,350	12,835	10,912	(1,923)	-15%	
Ground Maintenance	9,250	3,855	1,492	(2,363)	-61%	
Other Expenses	224,384	72,655	73,391	736	1%	
<b>Community and Welfare Centres Expenditure Total</b>	<b>264,984</b>	<b>89,345</b>	<b>85,795</b>	<b>(3,551)</b>	<b>-4%</b>	
Community and Welfare Centres Indirect Costs						
Allocations	6,596	2,750	2,750	0	0%	
<b>Community and Welfare Centres Indirect Costs Total</b>	<b>6,596</b>	<b>2,750</b>	<b>2,750</b>	<b>0</b>	<b>0%</b>	
<b>Community and Welfare Centres Total</b>	<b>179,907</b>	<b>53,890</b>	<b>58,426</b>	<b>4,536</b>	<b>8%</b>	



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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Department of Sports and Recreation Building</u></b>						
Dept of Sports and Recreation Building Revenue						
Revenue	(727,091)	(408,290)	(302,115)	106,175	-26%	\$109k timing variance on lease and rental income.
<b>Dept of Sports and Recreation Building Revenue Total</b>	<b>(727,091)</b>	<b>(408,290)</b>	<b>(302,115)</b>	<b>106,175</b>	<b>-26%</b>	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	144,550	94,208	62,513	(31,695)	-34%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	10,200	4,250	3,012	(1,238)	-29%	
Other Expenses	663,175	213,105	209,954	(3,151)	-1%	
<b>Dept of Sports and Recreation Building Expenditure Total</b>	<b>817,925</b>	<b>311,563</b>	<b>275,479</b>	<b>(36,084)</b>	<b>-12%</b>	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	11,521	4,800	4,800	0	0%	
<b>Dept of Sports and Recreation Building Indirect Costs Total</b>	<b>11,521</b>	<b>4,800</b>	<b>4,800</b>	<b>0</b>	<b>0%</b>	
<b>Department of Sports and Recreation Building Total</b>	<b>102,355</b>	<b>(91,927)</b>	<b>(21,836)</b>	<b>70,091</b>	<b>-76%</b>	
<b><u>nib Stadium</u></b>						
nib Stadium Revenue						
Revenue	(27,150)	(27,150)	(27,409)	(259)	1%	
<b>nib Stadium Revenue Total</b>	<b>(27,150)</b>	<b>(27,150)</b>	<b>(27,409)</b>	<b>(259)</b>	<b>1%</b>	
nib Stadium Expenditure						
Other Expenses	17,800	7,415	7,431	16	0%	
<b>nib Stadium Expenditure Total</b>	<b>17,800</b>	<b>7,415</b>	<b>7,431</b>	<b>16</b>	<b>0%</b>	
<b>nib Stadium Total</b>	<b>(9,350)</b>	<b>(19,735)</b>	<b>(19,978)</b>	<b>(243)</b>	<b>1%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Leederville Oval</b>						
Leederville Oval Revenue						
Revenue	(490,591)	(97,045)	(84,384)	12,661	-13%	Variance due to timing on variable outgoing recoup.
<b>Leederville Oval Revenue Total</b>	<b>(490,591)</b>	<b>(97,045)</b>	<b>(84,384)</b>	<b>12,661</b>	<b>-13%</b>	
Leederville Oval Expenditure						
Building Maintenance	36,100	16,800	16,128	(672)	-4%	
Ground Maintenance	100,000	35,430	39,324	3,894	11%	
Other Expenses	453,822	189,095	184,703	(4,392)	-2%	
<b>Leederville Oval Expenditure Total</b>	<b>589,922</b>	<b>241,325</b>	<b>240,155</b>	<b>(1,170)</b>	<b>0%</b>	
Leederville Oval Indirect Costs						
Allocations	10,969	4,570	4,570	0	0%	
<b>Leederville Oval Indirect Costs Total</b>	<b>10,969</b>	<b>4,570</b>	<b>4,570</b>	<b>0</b>	<b>0%</b>	
<b>Leederville Oval Total</b>	<b>110,300</b>	<b>148,850</b>	<b>160,341</b>	<b>11,491</b>	<b>8%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Loftus Centre</b>						
Loftus Centre Revenue						
Revenue	(664,125)	(273,083)	(274,745)	(1,662)	1%	
<b>Loftus Centre Revenue Total</b>	<b>(664,125)</b>	<b>(273,083)</b>	<b>(274,745)</b>	<b>(1,662)</b>	<b>1%</b>	
Loftus Centre Expenditure						
Building Maintenance	102,100	33,983	48,002	14,019	41%	Variance due to graffiti cleaning.
Ground Maintenance	28,900	12,040	9,626	(2,414)	-20%	
Other Expenses	896,912	349,421	308,051	(41,370)	-12%	Timing on payment of subsidy.
Operating Projects	140,000	0	0	0		
<b>Loftus Centre Expenditure Total</b>	<b>1,167,912</b>	<b>395,444</b>	<b>365,679</b>	<b>(29,765)</b>	<b>-8%</b>	
Loftus Centre Indirect Costs						
Allocations	20,044	8,350	8,350	0	0%	
<b>Loftus Centre Indirect Costs Total</b>	<b>20,044</b>	<b>8,350</b>	<b>8,350</b>	<b>0</b>	<b>0%</b>	
<b>Loftus Centre Total</b>	<b>523,831</b>	<b>130,711</b>	<b>99,284</b>	<b>(31,427)</b>	<b>-24%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Public Halls</b>						
Public Halls Revenue						
Revenue	(163,125)	(43,125)	(70,209)	(27,084)	63%	Revenue higher than anticipated for the period.
<b>Public Halls Revenue Total</b>	<b>(163,125)</b>	<b>(43,125)</b>	<b>(70,209)</b>	<b>(27,084)</b>	<b>63%</b>	
Public Halls Expenditure						
Building Maintenance	140,000	62,329	50,244	(12,085)	-19%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	2,500	1,250	0	(1,250)	-100%	
Other Expenses	233,556	97,435	91,901	(5,534)	-6%	
Operating Projects	8,000	0	0	0		
<b>Public Halls Expenditure Total</b>	<b>384,056</b>	<b>161,014</b>	<b>142,144</b>	<b>(18,870)</b>	<b>-12%</b>	
Public Halls Indirect Costs						
Allocations	5,304	2,210	2,210	0	0%	
<b>Public Halls Indirect Costs Total</b>	<b>5,304</b>	<b>2,210</b>	<b>2,210</b>	<b>0</b>	<b>0%</b>	
<b>Public Halls Total</b>	<b>226,235</b>	<b>120,099</b>	<b>74,146</b>	<b>(45,953)</b>	<b>-38%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Reserves Pavilions and Facilities</u></b>						
Reserves Pavilions and Facilities Revenue						
Revenue	(80,390)	(21,575)	(36,609)	(15,034)	70%	Revenue higher than anticipated for the period.
<b>Reserves Pavilions and Facilities Revenue Total</b>	<b>(80,390)</b>	<b>(21,575)</b>	<b>(36,609)</b>	<b>(15,034)</b>	<b>70%</b>	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	404,705	179,000	131,111	(47,889)	-27%	Lower reactive maintenance expended relative to budget.
Ground Maintenance	5,500	2,750	0	(2,750)	-100%	
Other Expenses	301,348	125,580	130,775	5,195	4%	
Operating Projects	53,000	53,000	0	(53,000)	-100%	Timing variance on demolition of Beatty park pavilion and Loton park toilets.
<b>Reserves Pavilions and Facilities Expenditure Total</b>	<b>764,553</b>	<b>360,330</b>	<b>261,886</b>	<b>(98,444)</b>	<b>-27%</b>	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	6,828	2,845	2,845	0	0%	
<b>Reserves Pavilions and Facilities Indirect Costs Total</b>	<b>6,828</b>	<b>2,845</b>	<b>2,845</b>	<b>0</b>	<b>0%</b>	
<b>Reserves Pavilions and Facilities Total</b>	<b>690,991</b>	<b>341,600</b>	<b>228,122</b>	<b>(113,478)</b>	<b>-33%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Sporting Clubs Buildings</u></b>						
Sporting Clubs Buildings Revenue						
Revenue	(174,590)	(73,138)	(40,498)	32,640	-45%	Timing variance on maintenance and lease agreement.
<b>Sporting Clubs Buildings Revenue Total</b>	<b>(174,590)</b>	<b>(73,138)</b>	<b>(40,498)</b>	<b>32,640</b>	<b>-45%</b>	
 Sporting Clubs Buildings Expenditure						
Building Maintenance	54,050	26,076	18,455	(7,621)	-29%	
Ground Maintenance	2,000	1,000	0	(1,000)	-100%	
Other Expenses	700,940	292,060	356,496	64,436	22%	Payment of sinking fund, to be adjusted in December 2018 report.
Operating Projects	40,000	40,000	0	(40,000)	-100%	Timing variance on demolition of Litis stadium.
<b>Sporting Clubs Buildings Expenditure Total</b>	<b>796,990</b>	<b>359,136</b>	<b>374,951</b>	<b>15,815</b>	<b>4%</b>	
 Sporting Clubs Buildings Indirect Costs						
Allocations	25,797	10,755	10,755	0	0%	
<b>Sporting Clubs Buildings Indirect Costs Total</b>	<b>25,797</b>	<b>10,755</b>	<b>10,755</b>	<b>0</b>	<b>0%</b>	
<b>Sporting Clubs Buildings Total</b>	<b>648,197</b>	<b>296,753</b>	<b>345,208</b>	<b>48,455</b>	<b>16%</b>	



CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves Administration</u></b>						
Parks and Reserves Administration Revenue						
Revenue	(3,200)	(1,335)	(1,464)	(129)	10%	
<b>Parks and Reserves Administration Revenue Total</b>	<b>(3,200)</b>	<b>(1,335)</b>	<b>(1,464)</b>	<b>(129)</b>	<b>10%</b>	
Parks and Reserves Administration Expenditure						
Employee Costs	1,094,146	462,883	407,032	(55,851)	-12%	Timing variance on salaries.
Other Employee Costs	56,025	23,350	21,785	(1,565)	-7%	
Other Expenses	165,800	50,743	20,379	(30,364)	-60%	\$18k lower depreciation after revaluation of infrastructure assets.
<b>Parks and Reserves Administration Expenditure Total</b>	<b>1,315,971</b>	<b>536,976</b>	<b>449,196</b>	<b>(87,780)</b>	<b>-16%</b>	
Parks and Reserves Administration Indirect Costs						
Allocations	1,294,487	563,515	466,671	(96,844)	-17%	
On Costs Recovery	(1,377,619)	(590,516)	(597,826)	(7,310)	1%	
<b>Parks and Reserves Administration Indirect Costs Total</b>	<b>(83,132)</b>	<b>(27,001)</b>	<b>(131,155)</b>	<b>(104,154)</b>	<b>386%</b>	
<b>Parks and Reserves Administration Total</b>	<b>1,229,639</b>	<b>508,640</b>	<b>316,577</b>	<b>(192,063)</b>	<b>-38%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves</u></b>						
Parks and Reserves Revenue						
Revenue	(61,550)	(23,472)	(8,681)	14,791	-63%	Timing variance in reserve and ground hire. Budget to be amended during midyear review.
<b>Parks and Reserves Revenue Total</b>	<b>(61,550)</b>	<b>(23,472)</b>	<b>(8,681)</b>	<b>14,791</b>	<b>-63%</b>	
Parks and Reserves Expenditure						
Ground Maintenance	2,107,100	957,535	1,033,727	76,192	8%	
Other Expenses	808,960	337,040	281,998	(55,042)	-16%	\$48k lower depreciation after revaluation of infrastructure assets.
<b>Parks and Reserves Expenditure Total</b>	<b>2,916,060</b>	<b>1,294,575</b>	<b>1,315,724</b>	<b>21,149</b>	<b>2%</b>	
Parks and Reserves Indirect Costs						
Allocations	299	125	125	0	0%	
<b>Parks and Reserves Indirect Costs Total</b>	<b>299</b>	<b>125</b>	<b>125</b>	<b>0</b>	<b>0%</b>	
<b>Parks and Reserves Total</b>	<b>2,854,809</b>	<b>1,271,228</b>	<b>1,307,169</b>	<b>35,941</b>	<b>3%</b>	
<b><u>Sporting Grounds</u></b>						
Sporting Grounds Revenue						
Revenue	(64,050)	(16,012)	(32,206)	(16,194)	101%	Revenue higher than budget estimates for the period.
<b>Sporting Grounds Revenue Total</b>	<b>(64,050)</b>	<b>(16,012)</b>	<b>(32,206)</b>	<b>(16,194)</b>	<b>101%</b>	
Sporting Grounds Expenditure						
Ground Maintenance	1,159,500	484,402	487,751	3,349	1%	
Other Expenses	543,854	226,605	234,630	8,025	4%	
<b>Sporting Grounds Expenditure Total</b>	<b>1,703,354</b>	<b>711,007</b>	<b>722,381</b>	<b>11,374</b>	<b>2%</b>	
<b>Sporting Grounds Total</b>	<b>1,639,304</b>	<b>694,995</b>	<b>690,175</b>	<b>(4,820)</b>	<b>-1%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Road Reserves Expenditure</u></b>						
Road Reserves Expenditure						
Ground Maintenance	407,550	191,340	146,737	(44,603)	-23%	Timing variance on ground maintenance.
Other Expenses	14,010	5,835	4,250	(1,585)	-27%	
<b>Road Reserves Expenditure Total</b>	<b>421,560</b>	<b>197,175</b>	<b>150,987</b>	<b>(46,188)</b>	<b>-23%</b>	
<b>Road Reserves Expenditure Total</b>	<b>421,560</b>	<b>197,175</b>	<b>150,987</b>	<b>(46,188)</b>	<b>-23%</b>	
<b><u>Parks Other</u></b>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(2,514)	(514)	26%	
<b>Parks Other Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(2,514)</b>	<b>(514)</b>	<b>26%</b>	
Parks Other Expenditure						
Other Expenses	2,121,420	1,164,600	1,032,333	(132,267)	-11%	Timing variance on street trees contractors expense.
Money/Monger Street Trees Surgery	10,000	10,000	14,880	4,880	49%	
<b>Parks Other Expenditure Total</b>	<b>2,131,420</b>	<b>1,174,600</b>	<b>1,047,213</b>	<b>(127,387)</b>	<b>-11%</b>	
<b>Parks Other Total</b>	<b>2,129,420</b>	<b>1,172,600</b>	<b>1,044,699</b>	<b>(127,901)</b>	<b>-11%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Processable Waste Collection</b>						
Processable Waste Collection Revenue						
Revenue	(327,339)	(192,899)	(315,802)	(122,903)	64%	Additional rubbish services revenue.
<b>Processable Waste Collection Revenue Total</b>	<b>(327,339)</b>	<b>(192,899)</b>	<b>(315,802)</b>	<b>(122,903)</b>	<b>64%</b>	
Processable Waste Collection Expenditure						
Employee Costs	852,716	360,732	327,812	(32,920)	-9%	
Other Employee Costs	13,907	4,960	4,190	(770)	-16%	
Other Expenses	4,222,765	1,067,366	1,349,218	281,852	26%	Timing variance on tipping and labour costs.
<b>Processable Waste Collection Expenditure Total</b>	<b>5,089,388</b>	<b>1,433,058</b>	<b>1,681,220</b>	<b>248,162</b>	<b>17%</b>	
Processable Waste Collection Indirect Costs						
Allocations	734,719	319,974	272,874	(47,100)	-15%	Timing variance for waste management on-costs recovery.
On Costs Recovery	(630,519)	(270,344)	(280,795)	(10,451)	4%	
<b>Processable Waste Collection Indirect Costs Total</b>	<b>104,200</b>	<b>49,630</b>	<b>(7,922)</b>	<b>(57,552)</b>	<b>-116%</b>	
<b>Processable Waste Collection Total</b>	<b>4,866,249</b>	<b>1,289,789</b>	<b>1,357,497</b>	<b>67,708</b>	<b>5%</b>	
<b>Other Waste Services</b>						
Other Waste Services Revenue						
Revenue	(4,500)	(1,125)	(1,839)	(714)	63%	
<b>Other Waste Services Revenue Total</b>	<b>(4,500)</b>	<b>(1,125)</b>	<b>(1,839)</b>	<b>(714)</b>	<b>63%</b>	
Other Waste Services Expenditure						
Other Expenses	677,550	57,095	40,264	(16,831)	-29%	Timing variance for \$11k waste management programs and \$5k dumped rubbish.
<b>Other Waste Services Expenditure Total</b>	<b>677,550</b>	<b>57,095</b>	<b>40,264</b>	<b>(16,831)</b>	<b>-29%</b>	
<b>Other Waste Services Total</b>	<b>673,050</b>	<b>55,970</b>	<b>38,426</b>	<b>(17,544)</b>	<b>-31%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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 AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Recycling Expenditure</u>						
Recycling Expenditure	915,000	277,134	286,334	9,200	3%	
<b>Recycling Expenditure Total</b>	<b>915,000</b>	<b>277,134</b>	<b>286,334</b>	<b>9,200</b>	<b>3%</b>	
<u>Public Works Overhead</u>						
Public Works Overhead Revenue						
Revenue	(48,700)	(20,290)	(16,952)	3,338	-16%	
<b>Public Works Overhead Revenue Total</b>	<b>(48,700)</b>	<b>(20,290)</b>	<b>(16,952)</b>	<b>3,338</b>	<b>-16%</b>	
Public Works Overhead Expenditure						
Employee Costs	315,550	133,493	177,189	43,696	33%	Timing variance on salaries.
Other Employee Costs	36,784	13,622	16,780	3,158	23%	
Other Expenses	33,000	8,405	8,822	417	5%	
<b>Public Works Overhead Expenditure Total</b>	<b>385,334</b>	<b>155,520</b>	<b>202,791</b>	<b>47,271</b>	<b>30%</b>	
Public Works Overhead Indirect Costs						
Allocations	474,925	206,771	215,247	8,476	4%	
On Costs Recovery	(483,911)	(211,233)	(228,563)	(17,330)	8%	
<b>Public Works Overhead Indirect Costs Total</b>	<b>(8,986)</b>	<b>(4,462)</b>	<b>(13,316)</b>	<b>(8,854)</b>	<b>198%</b>	
<b>Public Works Overhead Total</b>	<b>327,648</b>	<b>130,768</b>	<b>172,523</b>	<b>41,755</b>	<b>32%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Plant Operating</u></b>						
Plant Operating Expenditure						
Other Expenses	1,669,270	648,549	590,351	(58,198)	-9%	\$42k favourable variance in parts and repairs.
<b>Plant Operating Expenditure Total</b>	<b>1,669,270</b>	<b>648,549</b>	<b>590,351</b>	<b>(58,198)</b>	<b>-9%</b>	
Plant Operating Indirect Costs						
Allocations	(1,375,622)	(552,597)	(516,998)	35,599	-6%	
<b>Plant Operating Indirect Costs Total</b>	<b>(1,375,622)</b>	<b>(552,597)</b>	<b>(516,998)</b>	<b>35,599</b>	<b>-6%</b>	
<b>Plant Operating Total</b>	<b>293,648</b>	<b>95,952</b>	<b>73,353</b>	<b>(22,599)</b>	<b>-24%</b>	
<b><u>Recoverable Works</u></b>						
Recoverable Works Revenue						
Revenue	(100,000)	(25,000)	(5,058)	19,942	-80%	No major recoverable works carried out.
<b>Recoverable Works Revenue Total</b>	<b>(100,000)</b>	<b>(25,000)</b>	<b>(5,058)</b>	<b>19,942</b>	<b>-80%</b>	
Recoverable Works Expenditure						
Other Expenses	50,000	0	4,579	4,579	100%	
<b>Recoverable Works Expenditure Total</b>	<b>50,000</b>	<b>0</b>	<b>4,579</b>	<b>4,579</b>	<b>100%</b>	
<b>Recoverable Works Total</b>	<b>(50,000)</b>	<b>(25,000)</b>	<b>(480)</b>	<b>24,520</b>	<b>-98%</b>	
<b><u>Drainage Expenditure</u></b>						
Drainage Expenditure						
Other Expenses	338,022	148,127	157,590	9,463	6%	
<b>Drainage Expenditure Total</b>	<b>338,022</b>	<b>148,127</b>	<b>157,590</b>	<b>9,463</b>	<b>6%</b>	
<b>Drainage Expenditure Total</b>	<b>338,022</b>	<b>148,127</b>	<b>157,590</b>	<b>9,463</b>	<b>6%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Footpaths/Cycleways Expenditure</u></b>						
Footpaths/Cycleways Expenditure						
Other Expenses	915,914	336,144	379,150	43,006	13%	\$13k higher depreciation expense due to revaluation of assets and timing variance of \$24k on labour.
<b>Footpaths/Cycleways Expenditure Total</b>	<b>915,914</b>	<b>336,144</b>	<b>379,150</b>	<b>43,006</b>	<b>13%</b>	
<b>Footpaths/Cycleways Expenditure Total</b>	<b>915,914</b>	<b>336,144</b>	<b>379,150</b>	<b>43,006</b>	<b>13%</b>	
<b><u>Rights of Way Expenditure</u></b>						
Rights of Way Expenditure						
Other Expenses	220,510	97,582	96,683	(899)	-1%	
<b>Rights of Way Expenditure Total</b>	<b>220,510</b>	<b>97,582</b>	<b>96,683</b>	<b>(899)</b>	<b>-1%</b>	
<b>Rights of Way Expenditure Total</b>	<b>220,510</b>	<b>97,582</b>	<b>96,683</b>	<b>(899)</b>	<b>-1%</b>	
<b><u>Roads Expenditure</u></b>						
Roads Expenditure						
Other Expenses	2,090,709	870,299	1,260,640	390,341	45%	\$397k higher depreciation expense due to revaluation of assets, to be amended in mid year review.
<b>Roads Expenditure Total</b>	<b>2,090,709</b>	<b>870,299</b>	<b>1,260,640</b>	<b>390,341</b>	<b>45%</b>	
<b>Roads Expenditure Total</b>	<b>2,090,709</b>	<b>870,299</b>	<b>1,260,640</b>	<b>390,341</b>	<b>45%</b>	
<b><u>Street Cleaning Expenditure</u></b>						
Street Cleaning Expenditure						
Other Expenses	747,500	301,303	280,251	(21,052)	-7%	
<b>Street Cleaning Expenditure Total</b>	<b>747,500</b>	<b>301,303</b>	<b>280,251</b>	<b>(21,052)</b>	<b>-7%</b>	
<b>Street Cleaning Expenditure Total</b>	<b>747,500</b>	<b>301,303</b>	<b>280,251</b>	<b>(21,052)</b>	<b>-7%</b>	

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	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	166,000	22,292	16,248	(6,044)	-27%	
<b>Traffic Control for Roadworks Expenditure Total</b>	<b>166,000</b>	<b>22,292</b>	<b>16,248</b>	<b>(6,044)</b>	<b>-27%</b>	
<b>Traffic Control for Roadworks Expenditure Total</b>	<b>166,000</b>	<b>22,292</b>	<b>16,248</b>	<b>(6,044)</b>	<b>-27%</b>	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	500	317	0	(317)	-100%	
<b>Roadwork Signs and Barricades Expenditure Total</b>	<b>500</b>	<b>317</b>	<b>0</b>	<b>(317)</b>	<b>-100%</b>	
<b>Roadwork Signs and Barricades Expenditure Total</b>	<b>500</b>	<b>317</b>	<b>0</b>	<b>(317)</b>	<b>-100%</b>	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	0	0	70	70	100%	
<b>Sump Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>70</b>	<b>100%</b>	
<b>Sump Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>70</b>	<b>100%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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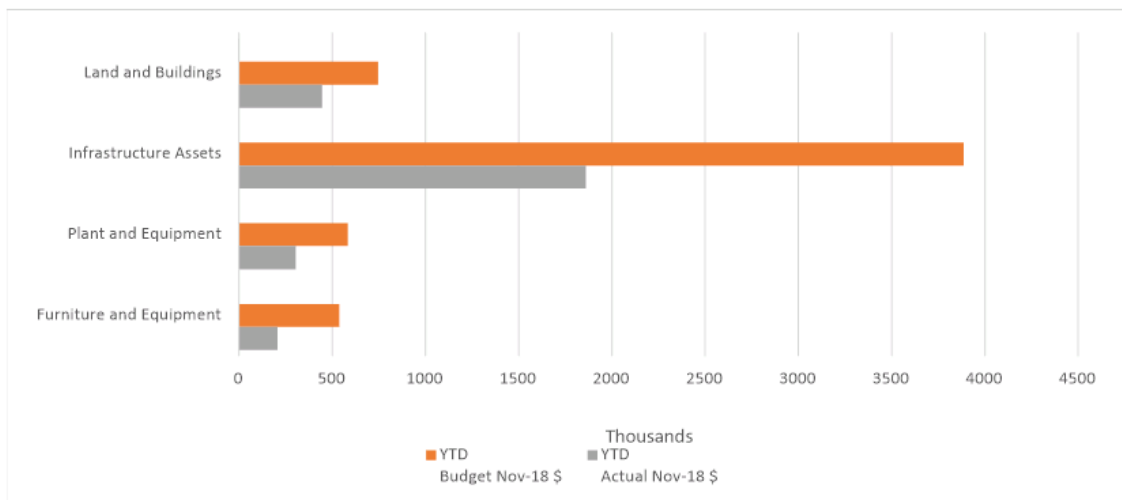


	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actual Nov-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Works Depot</b>						
Works Depot Expenditure						
Employee Costs	226,552	95,836	76,548	(19,288)	-20%	Timing variance on salaries.
Other Employee Costs	3,000	1,250	472	(778)	-62%	
Other Expenses	9,750	4,431	3,221	(1,210)	-27%	
<b>Works Depot Expenditure Total</b>	<b>239,302</b>	<b>101,517</b>	<b>80,242</b>	<b>(21,275)</b>	<b>-21%</b>	
Works Depot Indirect Costs						
Allocations	(239,302)	(101,517)	(80,242)	21,275	-21%	
<b>Works Depot Indirect Costs Total</b>	<b>(239,302)</b>	<b>(101,517)</b>	<b>(80,242)</b>	<b>21,275</b>	<b>-21%</b>	
<b>Works Depot Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>100%</b>	
<b>Depot Building</b>						
Depot Occupancy Costs						
Building Maintenance	101,350	38,256	30,446	(7,810)	-20%	
Ground Maintenance	5,100	2,765	3,404	639	23%	
Other Expenses	243,103	115,995	119,026	3,031	3%	
<b>Depot Occupancy Costs Total</b>	<b>349,553</b>	<b>157,016</b>	<b>152,876</b>	<b>(4,140)</b>	<b>-3%</b>	
Depot Indirect Costs						
Allocations	(349,553)	(157,016)	(152,876)	4,140	-3%	
<b>Depot Indirect Costs Total</b>	<b>(349,553)</b>	<b>(157,016)</b>	<b>(152,876)</b>	<b>4,140</b>	<b>-3%</b>	
<b>Depot Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operating</b>	<b>2,269,612</b>	<b>(20,473,656)</b>	<b>(21,197,284)</b>	<b>(723,628)</b>	<b>4%</b>	

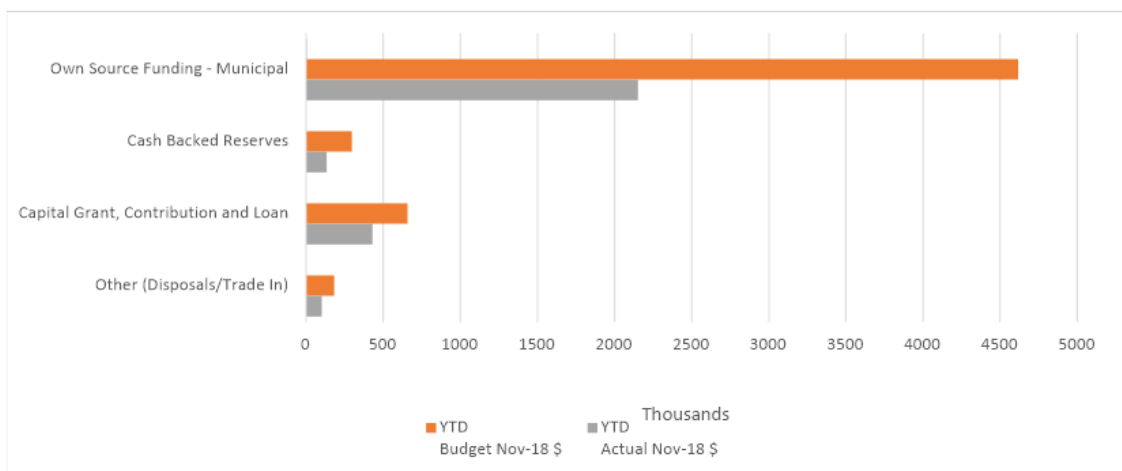
**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19**  
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CAPITAL EXPENDITURE	Current Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2018/19	Nov-18	Nov-18		
	\$	\$	\$	\$	%
Land and Buildings	2,729,200	746,200	446,551	(299,649)	-40%
Infrastructure Assets	7,939,502	3,886,654	1,861,263	(2,025,391)	-52%
Plant and Equipment	3,085,811	583,811	303,791	(280,020)	-48%
Furniture and Equipment	1,194,911	537,911	206,669	(331,242)	-62%
<b>Total</b>	<b>14,949,424</b>	<b>5,754,576</b>	<b>2,818,274</b>	<b>(2,936,302)</b>	<b>-51%</b>



FUNDING	Current Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2018/19	Nov-18	Nov-18		
	\$	\$	\$	\$	%
Own Source Funding - Municipal	11,098,380	4,617,052	2,151,716	(2,465,336)	-53%
Cash Backed Reserves	1,546,190	297,190	133,796	(163,394)	-55%
Capital Grant, Contribution and Loan	1,829,854	657,334	430,987	(226,347)	-34%
Other (Disposals/Trade In)	475,000	183,000	101,775	(81,225)	-44%
<b>Total</b>	<b>14,949,424</b>	<b>5,754,576</b>	<b>2,818,274</b>	<b>(2,936,302)</b>	<b>-51%</b>



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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>LAND &amp; BUILDING ASSETS</b>						
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Administration and Civic Centre - Workforce Accommodation Upgrade/Renewal	120,000	100,000	35,771	(64,229)	-64%	Work in progress.
<b>BEATTY PARK LEISURE CENTRE</b>						
Beatty Park Leisure Centre - Risk Renewals	700,000	0	30,947	30,947	100%	Work commenced ahead of schedule.
Beatty Park Leisure Centre - Plumbing Compliance	60,000	60,000	22,370	(37,630)	-63%	Work commenced ahead of schedule.
Beatty Park Leisure Centre - Remedial Works	70,000	70,000	34,186	(35,814)	-51%	Timing variance, works in progress.
Beatty Park Leisure Centre - Changeroom Tiles Replacement			2,970	2,970	0%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>DEPARTMENT OF SPORTS AND RECREATION</b>						
Carpet Replacement - DSR □	150,000	0	1,000	1,000	100%	
<b>LOFTUS RECREATION CENTRE</b>						
Loftus Centre Stormwater Infrastructure Renewal	10,000	10,000	5,742	(4,258)	-43%	Work commenced ahead of schedule.
Renewal of ceiling fabric and upgrade of lights throughout centre	115,000	115,000	108,792	(6,208)	-5%	Timing variance, works in progress.
Refrigerated A/C Plant Renewal	0	0	3,159	3,159	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>LEEDERVILLE OVAL</b>						
Leederville Oval - Miscellaneous Structural Renewal	60,000	60,000	0	(60,000)	-100%	Timing difference - project to commence later then expected.
Carpet Replacement - Leederville Oval Buildings (East Perth Football)	30,000	0	0	0	0%	
<b>WORKS DEPOT</b>						
Depot - Resurfacing and Reconstruction of Front Bin Bays	75,000	0	0	0	0%	

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>MISCELLANEOUS</b>						
Braithwaite Park public toilet block upgrade and refurbishment	120,000	120,000	99,111	(20,889)	-17%	Work completed, awaiting invoice from supplier.
Mens Shed - Macerator Sewer Upgrade	46,200	46,200	34,862	(11,338)	-25%	Work completed, awaiting invoice from supplier.
Child Health Centres - Yield Up to Lease Renewal. Leederville Child Health Clinic	17,500	0	0	0	0%	
North Perth Main Hall - A/C New	100,000	0	0	0	0%	
North Perth Bowling Club - Timber Floor Renewal	15,000	0	0	0	0%	
Miscellaneous Building Renewal	50,000	20,000	30,976	10,976	55%	
Mt Hawthorn Community Centre - Hub Upgrade	350,000	0	4,737	4,737	100%	
Loton Park Tennis Club - Compliance and Structure Renewal	20,000	20,000	0	(20,000)	-100%	Works to commence in January 2019.
Sports Club - Forrest Park Croquet Ceiling and Lighting Renewal	80,000	80,000	3,500	(76,500)	-96%	Works to commence in March 2019.
Solar Photovoltaic Panel System Installation - Library	107,000	0	0	0	0%	
Solar Photovoltaic Panel System Installation - Beatty Park	107,000	0	0	0	0%	
Solar Photovoltaic Panel System Installation - Administration and Civic Centre	107,000	0	3,443	3,443	100%	
Solar Photovoltaic Panel System Installation - Depot	107,000	0	0	0	0%	
Library - Reception Desk Fit-Out Renewal	35,000	35,000	0	(35,000)	-100%	Works to commence in February 2019.
Airconditioner Renewal Program	25,000	10,000	0	(10,000)	-100%	
Woodville Reserve - Power upgrade	0	0	9,424	9,424	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>FOR LAND &amp; BUILDING ASSETS</b>	<b>2,729,200</b>	<b>746,200</b>	<b>446,551</b>	<b>(299,649)</b>	<b>-40%</b>	



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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Variance Commentary
<b>INFRASTRUCTURE ASSETS</b>					
<b>TRAFFIC MANAGEMENT</b>					
Improvements at Vincent/Oxford Streets	5,500	5,500	0	(5,500)	-100%
Intersections at Bourke and Loftus Streets	30,000	30,000	33,602	3,602	12%
Improved pedestrian crossings at signalised intersections	230,000	230,000	0	(230,000)	-100% Timing variance, Main Roads WA conducting design works.
40kph area wide speed zone trial	150,000	0	5,683	5,683	100%
Intersection Modifications Scarborough Beach Road, Green, Main and Brady Streets	30,000	15,000	0	(15,000)	-100% Works to commence in February 2019.
Retractable Bollards Leederville Town Centre	60,000	60,000	0	(60,000)	-100% Timing difference - project to commence later then expected
Miscellaneous Traffic Management Requests	80,000	40,000	21,368	(18,632)	-47% Works in progress - timing difference.
Safety Balustrade Beaufort Street, Highgate	15,000	15,000	4,066	(10,934)	-73% Work in progress.
Signalised Pedestrian Crossings Program	250,000	0	3,100	3,100	100%
<b>BLACK SPOT PROGRAM</b>					
Newcastle and Palmerston Streets	40,000	40,000	0	(40,000)	-100% Project on hold, pending discussion with City of Perth and Main Roads WA.
Ruby and Fitzgerald Streets	10,000	10,000	10,150	150	2%
Intersection Lincoln and Wright Streets Roundabout	150,000	75,000	1,000	(74,000)	-99% Major works to commence in April 2019.
<b>STREETSCAPE IMPROVEMENTS</b>					
Greening (Streetscapes)	380,000	215,000	81,967	(133,033)	-62% Timing variance, on-going project to be completed by June 2019.
North Perth Public Open Space	719,514	249,264	28,648	(220,616)	-89% Tender preparation in progress, works will commence thereafter.
Oxford street/Newcastle street shared space	310,000	30,000	2,200	(27,800)	-93% Project to commence in January 2019.
Planned Fitzgerald Street Upgrades	15,000	10,000	0	(10,000)	-100%
Streetscape Improvements/Place Making - Miscellaneous Renewals	30,000	10,000	13,669	3,669	37%

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Variance Commentary
<b>ROADWORKS - LOCAL ROADS PROGRAM</b>					
Cleaver St - Carr St - Roundabout	50,000	50,000	49,913	(87)	0%
Norfolk Street - Vincent St to Chelmsford Rd	0	0	49	49	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Hutt Street - Grosvenor Rd to Raglan Rd	0	0	1,003	1,003	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Summers Street - Joel to River	67,000	67,000	12,214	(54,786)	-82% Timing variance.
Magnolia Street - Farmer to Waugh	60,000	60,000	49,836	(10,164)	-17% Timing variance.
Mignonette Street - Farmer to Waugh	60,000	60,000	49,986	(10,014)	-17% Timing variance.
Marian Street - Oxford to Scott	106,000	106,000	76,150	(29,850)	-28% Work in progress.
Rae Street - Marian to Tennyson	68,000	68,000	61,474	(6,526)	-10%
Bondi Street - Scar Bch Rd to Merredin	22,500	22,500	24,545	2,045	9%
Brentham St - Slow point near school to Namatjira	131,000	131,000	99,257	(31,743)	-24% Work in progress.
Elven Street - Richmond to Emmerson	17,500	17,500	13,261	(4,239)	-24%
Curtis Street - Walcott to Harold	30,000	30,000	20,848	(9,152)	-31% Work in progress.
Cleaver Street - Carr to Newcasatle	18,000	118,000	24,395	(93,605)	-79% Work in progress.
<b>ROADWORKS - REHABILITATION (MRRG PROGRAM)</b>					
Beaufort/Brisbane Street Intersection Improvements	137,779	30,000	0	(30,000)	-100% Works to commence in December 2018.
Brisbane Street - Beaufort to William Street	134,214	30,000	0	(30,000)	-100% Works to commence in December 2018.
Beaufort Street - Brisbane to Parry Street	51,043	0	0	0	0%
Bulwer Street, Lord Street to Brisbane Street	156,600	66,000	95,091	29,091	44% Timing variance, works commenced ahead of schedule.
Newcastle Street, Loftus Street to Charles Street	226,600	66,000	13,534	(52,466)	-79% Timing variance.
Lincoln Street to Harold Street	224,200	68,000	192,551	124,551	183% Timing variance, works commenced ahead of schedule.
<b>ROADWORKS - ROADS TO RECOVERY PROGRAM</b>					
Curtis Street - Walcott to Harold	41,662	0	66,606	66,606	100% Work commenced ahead of schedule.
Cleaver Street - Carr to Newcasatle	118,000	0	86,007	86,007	100% Work commenced ahead of schedule.
Randell Street - Fitzgerald St to Palmerston St	0	0	5,221	5,221	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Variance Commentary
<b>RIGHTS OF WAY</b>					
Rights of Way Renewal Program	75,000	0	6,707	6,707	100%
<b>SLAB FOOTPATH PROGRAMME</b>					
Footpath Prog - Kalgoorlie St	0	0	(95)	(95)	100% 2017-18 project, refund received.
Newcastle St - Water Corp to Loftus St	22,500	0	20,255	20,255	100% Work commenced ahead of schedule.
Walcott St - Alma Rd to Raglan Rd	8,000	8,000	7,405	(595)	-7%
Anzac Rd - Loftus St to Scarborough Bch Road	19,000	19,000	11,210	(7,790)	-41%
Bourke St - Deague Court to Charles St	12,500	12,500	0	(12,500)	-100% Project to commence in December 2018.
Golding St - Newcastle St to Old Aberdeen Place	13,000	0	0	0	0%
Green St - Matlock St to Bus Stop	25,000	0	22,111	22,111	100% Work commenced ahead of schedule.
Tactile Paving Town Centres	10,000	0	3,470	3,470	100%
Ellesmere Street path extension - Stage 3	52,000	52,000	0	(52,000)	-100% Timing variance, project to commence in December 2018.
<b>BICYCLE NETWORK</b>					
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	190,000	0	(190,000)	-100% Timing variance, project to commence in December 2018.
Bike Boulevard Stage 2	500,000	500,000	171,209	(328,791)	-66% Timing variance, works in progress.
Bike Network Plan 2015-16 Implementation (Loftus Street - Vincent to Richmond St)	420,000	300,000	1,500	(298,500)	-100% Ongoing project, to be completed by June 2019.
Swan River PSP Upgrade - Summers St to Windan Bridge Link	135,000	0	0	0	0%
Bike Parking	20,000	5,000	1,213	(3,787)	-76%

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Commentary
<b>CAR PARK DEVELOPMENT</b>						
Chelmsford Road Car Park	0	0	42,512	42,512	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
North Perth Parking	98,800	83,800	8,307	(75,493)	-90%	Project at planning stage.
North Perth ACROD Parking Bays	0	0	1,045	1,045	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Parking Restriction Implementation	75,000	75,000	0	(75,000)	-100%	Project at planning stage.
Chelmsford Road Car Park Rehabilitation Works Stage 2	45,000	0	0	0	0%	
Dunedin Street Car Park Rehabilitation Works	46,000	0	0	0	0%	
Frame Court Car Park Rehabilitation Works - Stage 1	40,000	40,000	45,285	5,285	13%	Additional cost incurred to complete the project.
Raglan Road Car Park Rehabilitation Works Stage 2	48,000	0	0	0	0%	
The Avenue Car Park Rehabilitation Works - Stage 1	40,000	40,000	25,064	(14,936)	-37%	Works in progress - timing difference.
North Perth Parking					0%	
Beatty Park Reserve car park - Lighting	0	0	2,936	2,936	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Raglan Road Car Park - Resurfacing & Lighting	0	0	31,236	31,236	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>DRAINAGE</b>						
Beatty Park Reserve - Drainage Improvements	150,000	0	0	0	0%	
Lawler Street Sump - Infill	0	0	1,120	1,120	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Gully Soakwell Program	80,000	40,000	1,985	(38,015)	-95%	Project to commence in January 2019.
Drainage - Miscellaneous Improvements	50,000	25,000	6,585	(18,415)	-74%	Works in progress - timing difference.
Drainage - Britannia Road Drain Inspection	25,000	0	0	0	0%	

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Commentary
<b>PARKS AND RESERVES</b>					
Axford Park - Redevelopment	165,000	150,000	58,385	(91,615)	-61% Project pending on council adoption of project plan.
Kyllia Park	0	0	274	274	0% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Les Lilleyman Reserve - Eco-zoning	0	0	181	181	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Menzies Park - Replace groundwater bore	0	0	9,562	9,562	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Loftus Rec Centre - Synthetic Soccer Pitch Surface	0	0	38,460	38,460	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Playgrounds for under 4yo	40,000	0	76	76	100%
Hyde Park Lighting Improvement	20,000	0	0	0	0%
Central Control Irrigation System	60,000	30,000	39,089	9,089	30% Work in progress.
Stuart Street Reserve - Replace Groundwater Bore	45,000	45,000	0	(45,000)	-100% Works to commence in December 2018.
Public Open Space Strategy Implementation	250,000	0	0	0	0%
Banks Reserve Master Plan Implementation - Stage 1	450,000	0	3,168	3,168	100%
Les Lilleyman Reserve - Installation of perimeter path (Stage 2)	100,000	60,000	11,360	(48,640)	-81% Works to commence in December 2018.
Forrest Park - Replacement Playground Shade Sails	12,000	12,000	0	(12,000)	-100% Timing variance.
Les Lilleyman Reserve - Replace Playground Softfall	42,000	21,000	47,390	26,390	126%
Parks Furniture - Replacement	20,000	0	0	0	0%
Woodville Reserve - Extension to Perimeter Fencing	35,000	35,000	23,094	(11,906)	-34% Timing variance.
Jack Marks Reserve - Installation of additional paving	15,000	15,000	72	(14,928)	-100% Design still in progress.
Jack Marks Reserve - Installation of Seating (Dog Park)	25,000	0	0	0	0%
Netball Installation Public Open Space	12,000	0	0	0	0%
Banks Reserve - Foreshore restoration stage 2	0	0	7,750	7,750	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>MISCELLANEOUS</b>						
Upgrade and install new street lighting	0	0	0	0	0%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Bus Shelters	0	0	1,210	1,210	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Leederville Tennis Club - Bore Motor Replacement	3,590	3,590	3,588	(2)	0%	
North Perth Community Garden (NPCG)	10,000	10,000	7,287	(2,713)	-27%	
Oxford Skate Park - Metal Halfpipe Renewal	50,000	50,000	24,183	(25,818)	-52%	Timing variance.
Install Recycling Bins in Public Areas	35,000	15,000	980	(14,020)	-93%	
Upgrade and Install New Street Lighting	15,000	5,000	0	(5,000)	-100%	
Bus Shelters- Replace and Upgrade	40,000	20,000	26,699	6,699	33%	
Regrade and Resurface Verge Parking for Church Adjacent 49 Jugan Street, Mt Hawthorn	70,000	0	0	0	0%	
<b>TOTAL EXPENDITURE</b>						
<b>FOR INFRASTRUCTURE ASSETS</b>	<b>7,939,502</b>	<b>3,886,654</b>	<b>1,861,263</b>	<b>(2,025,391)</b>	<b>-52%</b>	



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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Variance	Commentary
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>						
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME</b>						
Light Fleet - Annual Changeovers	542,500	206,000	125,574	(80,426)	-39%	
<b>MAJOR PLANT REPLACEMENT PROGRAMME</b>						
Single Axle Truck (Flocon)	230,000	0	0	0	0%	
All Terrain Vehicle (ATV) - Parks	30,000	0	27,238	27,238	100%	
Single Axle Truck (Parks Mowing Operations)	170,000	0	0	0	0%	
Replace Existing Rear Loader (Rubbish Truck)	430,000	0	0	0	0%	
Replace Existing Hydraulic Breaker	30,000	0	10,332	10,332	100%	
Renew Existing Plant: Depot Forklift	40,000	40,000	30,901	(9,099)	-23%	
Replace Existing Skid Steer Loader	130,000	0	0	0	0%	
Replace Existing Side Loader (Rubbish Truck)	430,000	0	0	0	0%	
Tractor/Front End Loader (FEL) - Hyde Park	70,000	0	0	0	0%	
Miscellaneous Minor Plant & Equipment - Works & Operations Services	30,000	15,000	1,866	(13,134)	-88%	
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Multiple Sites - CCTV Upgrade/New	80,000	0	0	0	0%	
<b>BEATTY PARK LEISURE CENTRE</b>						
Boiler Replacement	182,401	182,401	0	(182,401)	-100%	Project in planning stage.
Upgrade fire panel	0	0	3,725	3,725	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Switchboard in top level of plantroom	0	0	11,934	11,934	100%	2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Beatty Park Leisure Centre - Safety Fence - New	25,000	25,000	21,238	(3,762)	-15%	Work complete, awaiting invoice from supplier.

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	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance Variance Commentary
<b>COMMUNITY SERVICES</b>					
Parking Machines Asset Replacement Program	40,000	40,000	0	(40,000)	-100% Audit in progress.
Rosemount Hotel Car Park - ticket parking machines	20,000	0	0	0	0%
Replace Autocite Units (mobile infringement hardware)	0	0	711	711	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Parking Machines Asset Replacement Program	0	0	5,040	5,040	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
<b>WORKS DEPOT</b>					
Works Depot - APAC HVAC Renewal	25,000	0	0	0	0%
High Pressure Cleaner for Depot	15,000	0	12,472	12,472	100% Works commenced ahead of schedule.
<b>MISCELLANEOUS</b>					
Water and Energy Efficiency Initiatives	50,000	0	49,409	49,409	100% Works commenced ahead of schedule.
Loftus Recreation Centre - Asset Renewal Program (Lease) Belgravia Leisure	50,000	0	0	0	0%
Laneway Lighting Program (Right of Way)	84,990	0	0	0	0%
Relocate UMS supply for the CCTV Camera in Oxford street	20,000	20,000	0	(20,000)	-100% Timing difference - project to commence later than expected.
Beaufort Street CCTV Network Upgrade	305,510	0	0	0	0%
<b>COMMUNITY SERVICES</b>					
Parking Sensors Pilot Project	51,410	51,410	0	(51,410)	-100% Timing difference - project to commence later than expected.
<b>LIBRARY</b>					
Library - Split System Renewal	4,000	4,000	3,350	(650)	-16%
<b>TOTAL EXPENDITURE FOR PLANT &amp; EQUIPMENT ASSETS</b>					
	3,085,811	583,811	303,791	(280,020)	-48%

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<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>					
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>					
<b>INFORMATION TECHNOLOGY</b>					
Upgrade of IT Firewall	80,000	80,000	0	(80,000)	-100% Work in progress.
Upgrade IT Network Remote Access Facility	30,000	30,000	0	(30,000)	-100% Work in progress.
Online Lodgement of Applications	70,000	70,000	1,754	(68,246)	-97% Work in progress.
Upgrade Two Way Radio Fleet	100,000	100,000	106,033	6,033	6% Timing variance.
Backup Server	40,000	0	0	0	0%
Business System Implementation Project	300,000	80,000	0	(80,000)	-100% Project to commence in December 2018.
Disc for Storage System	10,000	10,000	0	(10,000)	-100%
Replacement of the old printers	20,000	20,000	0	(20,000)	-100% Timing difference - project to commence later than expected.
Renew Switches	35,000	0	0	0	0%
Wi-Fi Installation	60,000	60,000	0	(60,000)	-100% Timing difference - project to commence later than expected.
Computers - Additional to Fleet PC's	10,000	10,000	9,078	(922)	-9%
Redevelopment of Website (stage 2)	0	0	10,885	10,885	100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review.
Graffiti Reporting Equipment	0	0	3,991	3,991	100% Grant of \$11,617 received from WA Police, to be adjusted in December budget review.
<b>BEATTY PARK LEISURE CENTRE</b>					
Beatty Park Leisure Centre - Strength Equipment	102,000	0	48,818	48,818	100% Project commenced ahead of schedule.
Beatty Park Leisure Centre - NFA Renewals	20,000	5,000	14,085	9,085	182%
<b>MARKETING &amp; COMMUNICATIONS</b>					
Mount Lawley/ Highgate Town Centre Streetscape Upgrades	75,000	0	0	0	0%
Public Art Project	200,000	30,000	0	(30,000)	-100% Pending on council decision after review of Art Development Action Plan.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19  
AS AT 30 NOVEMBER 2018



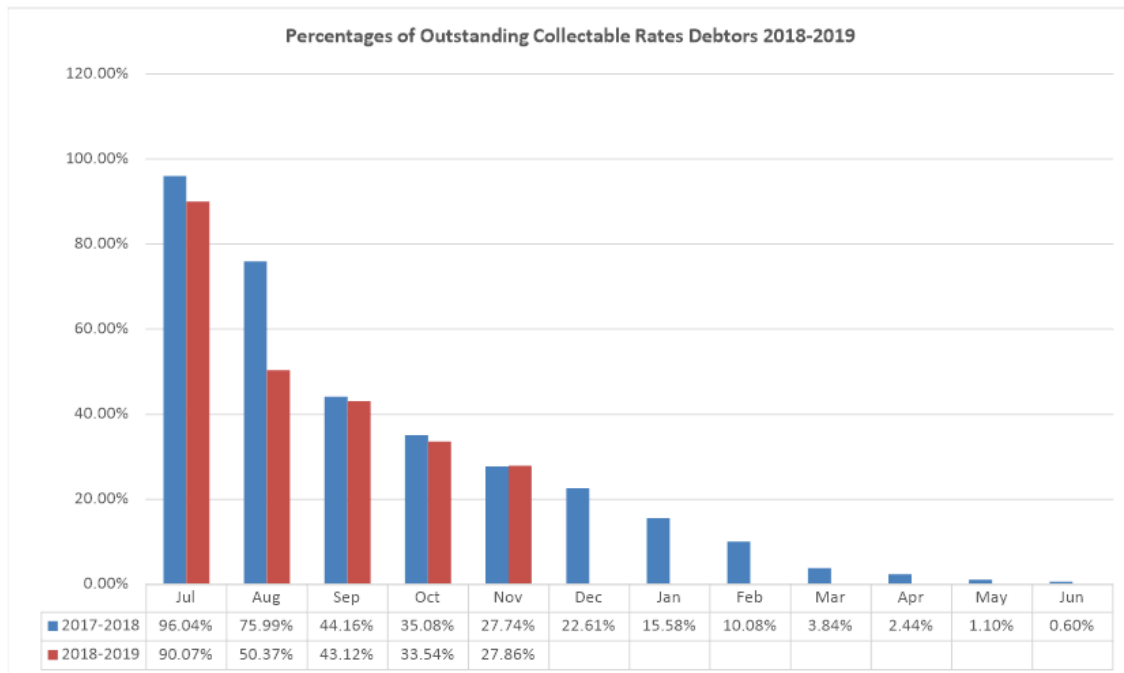
	Current Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Variance	Variance Commentary
<b>PUBLIC HALLS</b>						
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renew	29,911	29,911	2,158	(27,753)	-93%	Timing variance.
<b>HEALTH SERVICES</b>						
Replacement and upgrade of Sound Level Meters	13,000	13,000	9,867	(3,133)	-24%	
<b>TOTAL EXPENDITURE FOR FURNITURE &amp; EQUIPMENT ASSETS</b>	<b>1,194,911</b>	<b>537,911</b>	<b>206,669</b>	<b>(331,242)</b>	<b>-62%</b>	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>14,949,424</b>	<b>5,754,576</b>	<b>2,818,274</b>	<b>(2,936,302)</b>	<b>-51%</b>	

**CITY OF VINCENT**  
**NOTE 6 - CASH BACKED RESERVES**  
**AS AT 30 NOVEMBER 2018**



Reserve Particulars	Budget Opening Balance 01/07/2018 \$	Actual Opening Balance 01/07/2018 \$	Budget Transfers to Reserve 30/06/2019 \$	YTD Actual Transfers to Reserve 30/11/2018 \$	Budget Interest Earned 30/06/2019 \$	YTD Actual Interest Earned 30/11/2018 \$	Budget Transfers from Reserve 30/06/2019 \$	YTD Actual Transfers from Reserve 30/11/2018 \$	Budget Closing Balance 30/06/2019 \$	Actual Closing Balance 30/11/2018 \$
Administration Centre Reserve	325	363	0	0	8	1	(333)	(364)	0	0
Asset Sustainability Reserve	3,896,088	3,896,230	63,585	62,175	91,212	41,131	(700,000)	(30,947)	3,350,885	3,968,589
Beatty Park Leisure Centre Reserve	158,558	149,681	0	0	3,712	2,190	(55,000)	0	107,270	151,871
Capital Reserve	7,707	7,671	0	0	180	17	(7,887)	(7,688)	0	0
Cash in Lieu Parking Reserve	775,156	1,688,491	0	51,853	18,148	11,654	(83,800)	(7,633)	709,504	1,744,365
Electronic Equipment Reserve	54,098	54,004	0	0	1,267	119	(55,365)	(54,123)	0	0
Hyde Park Lake Reserve	152,430	152,168	0	0	3,569	1,592	0	0	155,999	153,760
Land and Building Acquisition Reserve	284,705	284,213	0	0	6,665	2,972	0	0	291,370	287,185
Leederville Oval Reserve	221,911	222,530	0	0	5,195	2,326	(90,000)	0	137,106	224,856
Leederville Tennis Reserve	3,021	3,024	14,345	14,371	71	97	(4,805)	(4,803)	12,632	12,689
Loftus Community Centre Reserve	24,562	24,544	6,250	3,115	575	272	0	0	31,387	27,931
Loftus Recreation Centre Reserve	58,188	58,631	57,415	19,123	1,362	690	0	0	116,965	78,444
North Perth Tennis Reserve	47,992	47,925	4,770	227	1,124	502	0	0	53,886	48,654
Office Building Reserve - 246 Vincent Street	535,380	536,594	0	0	12,534	5,640	(150,000)	(1,000)	397,914	541,234
Parking Facility Reserve	98,720	100,899	0	0	2,311	1,056	0	0	101,031	101,955
Percentage For Public Art Reserve	0	0	200,000	0	0	0	(200,000)	0	0	0
Plant and Equipment Reserve	208,302	210,436	0	0	4,877	2,200	(199,000)	(27,238)	14,179	185,398
State Gymnastics Centre Reserve	75,314	83,757	10,790	8,770	1,763	949	0	0	87,867	93,476
Strategic Waste Management Reserve	21,440	21,402	0	0	502	224	0	0	21,942	21,626
Tamala Park Land Sales Reserve	3,478,477	3,478,572	939,498	0	81,437	36,375	0	0	4,499,412	3,514,947
Underground Power Reserve	201,035	200,690	0	0	4,707	2,099	0	0	205,742	202,789
Waste Management Plant and Equipment Reserve	206,768	210,145	0	0	4,841	2,198	0	0	211,609	212,343
	<b>10,510,177</b>	<b>11,431,970</b>	<b>1,296,653</b>	<b>159,634</b>	<b>246,060</b>	<b>114,304</b>	<b>(1,546,190)</b>	<b>(133,796)</b>	<b>10,506,700</b>	<b>11,572,112</b>

CITY OF VINCENT  
NOTE 7 - RATING INFORMATION  
AS AT 30 NOVEMBER 2018





**CITY OF VINCENT  
NOTE 7 - RATING INFORMATION  
FOR THE MONTH ENDED 30 NOVEMBER 2018**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget %
	\$		\$	\$	%
<b>Rate Revenue</b>					
General Rate					
11,268 Residential	289,005,644	6.4750	18,713,135	18,713,136	100.0%
1627 Other	128,714,926	6.6190	8,519,642	8,519,642	100.0%
39 Vacant Other	2,410,700	12.6280	304,423	304,423	100.0%
Minimum Rate					
5664 Residential @ \$1,180	86,742,992	6.4750	6,683,520	6,683,520	100.0%
150 Other @ \$1,180	1,794,734	6.6190	177,000	177,000	100.0%
4 Vacant Other @ \$1,494	41,700	12.6280	5,976	5,976	100.0%
Interim Rates	0		450,000	131,359	29.2%
Rates Waiver	0		(135,841)	(135,841)	100.0%
<b>Total Amount Made up from Rates</b>	<b>508,710,696</b>		<b>34,717,855</b>	<b>34,399,215</b>	
<b>Non Payment Penalties</b>					
Instalment Interest @ 5.5%			162,000	181,094	111.8%
Penalty Interest @ 11%			110,000	82,706	75.2%
Administration Charge - \$13 per instalment			252,000	254,963	101.2%
Legal Costs Recovered			45,000	13,210	29.4%
Other Reimbursements			600	5,000	833.3%
Interest Write Off			(1,000)	0	0.0%
			<b>35,286,455</b>	<b>34,936,186</b>	
<b>Other Revenue</b>					
Exempt Bins - Non Rated Properties			147,819	147,732	99.9%
Commercial / Residential Additional Bins			176,820	167,001	94.4%
Swimming Pools Inspection Fees			14,000	13,168	94.1%
			<b>35,625,094</b>	<b>35,264,086</b>	
<b>Opening Balance</b>				<b>432,241</b>	
<b>Total Collectable</b>			<b>35,625,094</b>	<b>35,696,327</b>	<b>100.20%</b>
<b>Less</b>					
Cash Received				24,723,218	
Rebates Allowed				1,046,724	
Refunds Allowed				0	
<b>Rates Balance To Be Collected</b>			<b>35,625,094</b>	<b>9,926,384</b>	<b>27.86%</b>
<b>Add</b>					
ESL Debtors				245,584	
Pensioner Rebates Not Yet Claimed				382,972	
ESL Rebates Not Yet Claimed				11,530	
<b>Less</b>					
Deferred Rates Debtors				(104,528)	
<b>Current Rates Debtors Balance</b>				<b>10,461,943</b>	

**CITY OF VINCENT  
NOTE 8 - DEBTOR REPORT  
FOR THE MONTH ENDED 30 NOVEMBER 2018**



DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	9,608	79,738	7,323	0	96,669
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING *	15,660	41,148	0	275,935	332,743
DEBTOR CONTROL - PROPERTY INCOME	(65,269)	438	31,159	43,730	10,058
DEBTOR CONTROL - RECOVERABLE WORKS	(17,446)	(3,914)	(3,914)	(7,828)	(33,103)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	2,750	0	0	0	2,750
DEBTOR CONTROL - OTHER	42,300	(29,650)	14,910	42,145	69,706
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	0	0	0	0	0
DEBTOR CONTROL - INFRINGEMENT *	296,478	242,468	9,110	1,127,701	1,675,757
PROVISION FOR DOUBTFUL DEBT	(139,788)	0	0	0	(139,788)
<b>TOTAL DEBTORS OUTSTANDING AS AT 30/11/2018</b>	<b>144,293</b>	<b>330,228</b>	<b>58,587</b>	<b>1,481,683</b>	<b>2,014,792</b>

UNDERGROUND POWER	49,881
ACCRUED INCOME	(146,832)
ACCRUED INTEREST	51,289
PREPAYMENTS	708,845
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>	<b>2,677,975</b>

DATE	DEBTOR OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
25/02/2015	Subiaco Football Club	16,202.10	Turf maintenance & top dressing	Negotiations between DCS, DCE and the club.
25/02/2015	East Perth Football Club	19,398.04	Turf maintenance & top dressing	Negotiations between DCS, DCE and the club.
06/07/018	Loftus Community Centre	1,640.41	Utility for 2017/18	In the process of resolving outstanding debt.
12/09/2016	Tuart Hill Cricket Club	6,680.00	Charles Veryard Reserve for training/matches	Pending new licence fee proposal to Council.
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	Have been handed over to FER.
<b>BALANCE OF 60 DAY DEBTORS OVER \$500.00</b>		<b>72,520.55</b>		

\* Administration has created an action plan to resolve these debtors.

CITY OF VINCENT  
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION  
AS AT 30 NOVEMBER 2018



	Current Budget 2018/19 \$	YTD Budget Nov-18 \$	YTD Actuals Nov-18 \$	YTD Actuals Nov-17 \$	Month Actuals Nov-18 \$	Month Actuals Nov-17 \$
<b>ADMINISTRATION</b>						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	(220)	0	(220)
Surplus/(Deficit)	0	0	0	(220)	0	(220)
<b>SWIMMING POOLS AREA</b>						
Revenue	2,524,036	972,627	928,540	841,580	218,092	219,299
Expenditure	(2,845,998)	(1,218,800)	(1,634,243)	(1,569,158)	(423,634)	(296,174)
Surplus/(Deficit)	(321,962)	(246,173)	(705,703)	(727,578)	(205,542)	(76,874)
<b>SWIM SCHOOL</b>						
Revenue	2,281,242	1,020,604	1,015,918	710,470	197,819	140,428
Expenditure	(2,448,768)	(1,053,565)	(768,974)	(484,319)	(237,564)	(96,004)
Surplus/(Deficit)	(167,526)	(32,961)	246,944	226,151	(39,745)	44,423
<b>CAFÉ</b>						
Revenue	1,019,369	420,799	384,659	277,069	81,801	66,731
Expenditure	(1,401,228)	(594,174)	(428,791)	(333,693)	(132,028)	(70,648)
Surplus/(Deficit)	(381,859)	(173,375)	(44,133)	(56,624)	(50,228)	(3,917)
<b>RETAIL SHOP</b>						
Revenue	578,292	221,369	198,183	199,989	46,312	56,320
Expenditure	(487,018)	(163,712)	4,619	(127,305)	(28,882)	(33,829)
Surplus/(Deficit)	91,274	57,657	202,802	72,684	17,430	22,490
<b>HEALTH &amp; FITNESS</b>						
Revenue	576,630	239,105	217,274	648,042	37,973	110,855
Expenditure	(1,533,129)	(682,271)	(674,707)	(542,214)	(172,388)	(84,679)
Surplus/(Deficit)	(956,499)	(443,166)	(457,433)	105,828	(134,415)	26,176
<b>GROUP FITNESS</b>						
Revenue	323,234	130,000	123,134	258,048	24,074	45,181
Expenditure	(726,742)	(315,401)	(302,521)	(226,849)	(76,481)	(38,572)
Surplus/(Deficit)	(403,508)	(185,401)	(179,387)	31,199	(52,406)	6,610
<b>AQUAROBIQS</b>						
Revenue	55,481	21,951	20,746	92,768	3,701	17,149
Expenditure	(116,623)	(50,133)	(95,881)	(62,744)	(24,752)	(12,786)
Surplus/(Deficit)	(61,142)	(28,182)	(75,135)	30,024	(21,050)	4,363
<b>CRECHE</b>						
Revenue	239,816	100,569	97,335	27,838	18,328	5,130
Expenditure	(726,441)	(299,077)	(211,861)	(135,151)	(67,637)	(25,653)
Surplus/(Deficit)	(486,625)	(198,508)	(114,527)	(107,313)	(49,308)	(20,522)
<b>Net Surplus/(Deficit)</b>	<b>(2,687,847)</b>	<b>(1,250,109)</b>	<b>(1,126,570)</b>	<b>(425,847)</b>	<b>(535,265)</b>	<b>2,529</b>
Less: Depreciation	(1,161,147)	(483,810)	(469,491)	(483,791)	(469,491)	(96,823)
<b>Cash Surplus/(Deficit)</b>	<b>(1,526,700)</b>	<b>(766,299)</b>	<b>(657,079)</b>	<b>57,943</b>	<b>(65,774)</b>	<b>99,352</b>

**11.5 LAND EXCHANGE - PORTION OF LOT 75 BRENTHAM STREET (BRENTHAM STREET RESERVE) FOR PORTION OF LOT 100 (NO 20) BRENTHAM STREET (ARANMORE CATHOLIC PRIMARY SCHOOL)**

TRIM Ref: D17/127577

Authors: Meluka Bancroft, A/Manager Governance and Risk  
John Paton, Manager - Office of the CEO

Authoriser: Kerryn Batten, Director Corporate Services

Attachments: 1. Plan of proposed land exchange    
2. Plan showing proposed future use of land  

**RECOMMENDATION:****That Council:**

1. **REFUSES** McAuley Property Limited's offer to purchase the northern portion (2,251m<sup>2</sup>) of Lot 75 Brentham Street, Leederville, for \$470,000;
2. **AGREES** in principle to the exchange of a 1,761m<sup>2</sup> portion of Lot 100 (No. 20) Brentham Street, Leederville, and Lot 37 Brentham Street, Leederville (area of 539m<sup>2</sup>), for an equal portion (2,300m<sup>2</sup>) of Lot 75 Brentham Street, Leederville (Brentham Street Reserve), as shown in Attachment 1, subject to the requirements of section 3.58(3) of the *Local Government Act 1995*;
3. **AUTHORISES** the Chief Executive Officer to provide public notice of the proposed land exchange as detailed in 2. above in accordance with section 3.58(3) of the *Local Government Act 1995*; and
4. **NOTES** that a report will be presented to Council following the provision of public notice as set out in 3. above in respect to the submissions received in response to the public notice, and to determine whether the City enters into a contract with McAuley Property Limited for the exchange of the land specified in 2. above, which is conditional upon the rezoning of the land under the City's Local Planning Scheme No. 2.

**PURPOSE OF REPORT:**

To consider a land exchange request from the Institute of Sisters of Mercy of Australia and Papua New Guinea (Sisters of Mercy), who own, under the name of McAuley Property Limited (MPL), the land comprising Aranmore Catholic Primary School (School), and seek approval to provide public notice of the proposed disposition in accordance with section 3.58 of the *Local Government Act 1995*.

**BACKGROUND:**

The School is located on Lot 100 Brentham Street, Leederville. This 11.363 hectare property was purchased by the Sisters of Mercy from the City of Perth in 1976 at market value. Over time the three lots fronting Brentham Street (Lots 37, 38 and 39) were also acquired for use by the School.

In 2012, the two WA congregations of the Sisters of Mercy joined nine other congregations across Australia to form the Institute of Sisters of Mercy of Australia and Papua New Guinea. The land held by St Brigids Convent of Mercy Perth Inc, including Aranmore Catholic Primary School (and the other three lots fronting Brentham Street; Lot 37, 38 & 39) was transferred to McAuley Property Limited (MPL).

Adjoining the School is the Brentham Street Reserve, which stretches from Wavertree Place to the north, Brentham Street to the west and Bourke Street to the south. It totals 30.55 hectares and comprises the following lots:

<u>Lot Number</u>	<u>Area (m<sup>2</sup>)</u>	<u>Ownership</u>
74	1,638	City of Vincent - freehold
75	18,963	City of Vincent – freehold
76	1,421	City of Vincent – freehold
101	4,106	City of Vincent – freehold
9216	4,422	Crown (Department of Lands) – Management Order to City of Vincent
<b>30,550</b>		

There have been a number of reports considered by Council involving the School and adjoining Lot 75 portion of the Brentham Street Reserve, including:

- 28/08/1995 (Item 12.1.9) Council approved a five year Licence to the School to use a 393m<sup>2</sup> area for the pre-primary playground with an annual licence fee of \$2,000, subject to the fence installed around the playground being moved to provide a one metre accessway between the fence and Lot 40 (Rosewood Aged Care). At the OMC 22/04/1996 Council approved the annual Licence fee being reduced to \$1,000. At the OMC 10/06/1996, following the tabling of a petition, Council approved a reduction of the annual Licence fee to \$1. The Licence was from 1/01/1995 to 31/12/2000.
- 11/05/1998 (Item 11.3.2) Council resolved that the School and the City would each contribute \$2,500 for the construction of a car park on Lot 75.
- 13/06/2000 (Item 10.1.26) Council considered a report dealing with proposed additions to the School, development of a car park on Lot 74 Wavetree Place and use of nominated areas of Lot 75 under a lease agreement. A lease was executed on 21/12/2000 between the School and the City over the land previously licenced to the School for the pre-primary playground. The lease commenced 1/07/2000 and was for a term of five years with an option of a further five years, expiring 30/06/2010.
- 12/12/2001 (Item 10.2.1) Council considered a report dealing with parking and access issues and approved plans for parking improvements in Brentham Street and at the front of Lot 75, 38 and 39. In addition, Council also approved an amendment to the Lease to include the whole of the portion of Lot 75 north of the School (3,678m<sup>2</sup>). This report also noted requests from the School for boundary fencing. The parking improvements were to be the subject of a community consultation process.
- 12/02/2001 (Item 10.2.3) Council considered the results of the community consultation process and approved the implementation of the parking improvements. The report indicated that in accordance with the previous Council resolution, *“Aranmore School has been duly notified of the resolution and the respective lease has been amended to include the land area as recommended”*. There is no record of a formal variation to the Lease being made.
- 22/06/2010 (Item 9.3.5) Council considered a report dealing with the Lease which was due to expire on 30 June 2010. The report made no mention of the expanded area, in fact it noted that whilst *“the School has access and uses the Town’s public open space, it does so on an informal basis. The Leased area is primarily used for the pre-primary playground, and is very important to the pre-primary, as it forms part of the existing playground”*. Council approved a ten year lease from 1/07/2010 to 30/06/2020 with a ten year option period for 320m<sup>2</sup> of Lot 75 (\$1 per annum). The school was advised in writing of the Council decision, however it is noted that the executed Lease does not include the option term.
- 24/04/2012 (Item 9.3.4) Council approved an extension to the lease area to accommodate a proposed natural play area in conjunction with the development of a new kindergarten classroom. The Deed of Variation dated 30 July 2012 indicates the area increasing to approximately 480m<sup>2</sup>.

In September 2015 MPL wrote to the City raising a number of issues in respect to the School, in particular, concerns about:

- there being no clear differentiation between Lot 100 and Lot 75, particularly in the park land behind the School and the potential risk that poses to the City as land owners;
- enclosing the boundary could be perceived to cut off the park access to the local community;
- the School installing fencing at Brentham Street, over the Council land (albeit with gates);
- the School’s use of the parking area on Lot 75; and

- the expiry of the Lease in 2020 of part of Lot 75, which is important for the school continuing to provide pre-school care (see reference to lease term in 22/06/2010 above).
- MPL has proposed a realignment of the boundary between Lot 75 and Lot 100 and a land exchange, including the transfer of Lot 37, which would result in no net loss of land for either party.

**DETAILS:****Current Situation**Rear oval area – Brentham Street Reserve

- The rear of the School is fenced, however the fence is not installed on the boundary of Lot 100 (in part, approximately 26m from the boundary).
- The open parkland at the rear, which is used as an oval by the school, straddles Lot 100 and Lot 75.
- The senior children at the school (approximately 180) play on the oval at recess, lunch and for active daily sports.
- The School maintains the oval area to the treeline (lawn mowing, reticulation and watering from the school bore), which includes portion of Lot 75.
- Members of the public have full access to the Brentham Street Reserve, including the unfenced section of Lot 100 as there is no delineation between the City's Lot 75 and the School's Lot 100.

North Side of School (Lot 75)

- Junior children (approx. 120) play in this area at recess and lunch.
- The School maintains the area of Lot 75 between the main building and Lot 39, with the City responsible for the section behind Lots 37-39 including the playground equipment.
- Over time fencing (albeit with gates) has been installed adjacent to Brentham Street over Lot 75, therefore appearing to restrict access to the park (albeit with gates).
- With the completion of the Rosewood Aged Care development on Lot 40 and construction of a brick boundary fence, the connection between the western and eastern sections of Brentham Street Reserve has been restricted to a long and narrow corridor of parkland.

Carpark Area off Brentham Street (Lot 75)

- The area is sign posted "Staff Parking Only".

Whilst the School has been granted an exclusive lease of approximately 480m<sup>2</sup> within Lot 75, adjoining the northern boundary of its Lot 100, there is no known formal arrangement between the City and the School addressing issues of access rights or distribution of maintenance responsibilities over each of the above areas.

In view of the operational and potential liability issues between the City and the School, and also the expiry of the term of the current Lease, MPL proposed an equal land area land exchange, with MPL providing Lot 37 and rear portion of Lot 100 (combined area 2,300m<sup>2</sup>), with the City exchanging the section of Lot 75 adjoining the northern boundary of the School (2,300m<sup>2</sup>).

The proposed land exchange would resolve the above issues as it would result in:

- security of access to the pre-school play area and continuity of the School area (between Lot 100 and Lot 37);
- align land ownership with the current fence boundary between Lot 100 (the School) and Lot 75;
- each party being responsible for their respective land holdings;
- the public having access to the remaining portion of Brentham Street Reserve;
- School access to the oval area of the Brentham Street Reserve through a formal shared use arrangement with the City; and
- the playground remaining open to the public with improved visibility through integration of Lot 37.

The plan attached at **Attachment 2** details the proposed use of the land following the land exchange.

**Option for MPL to purchase additional portion of Lot 75:**

Administration has also discussed with representatives of MPL the possibility of MPL acquiring the northern portion of Lot 75 (additional 2,251m<sup>2</sup>). On 12 December 2017 MPL confirmed that the Catholic Education Office of the Archdiocese of Perth, on behalf of MPL, offered to purchase the additional area for \$470,000.



Administration has obtained valuations for the purchase of this additional portion of Lot 75, which indicates that the land is worth either:

- \$2.1 million based on the highest and best use of the land; or
- \$470,000 based on the current use of the land.

Administration notes that the \$470,000 valuation is based on the value of land decreasing as the area increases, which entails that a lower per square meter value is applied to the School site following the acquisition of the further portion of land.

Administration recommends that the City does not accept MPL's offer of \$470,000 as it does not represent good value for money for the City. Instead, Administration believes the exchange of equal portions of land remains appropriate, for no exchange of funds, as that would resolve the current land use issues.

In order to proceed with the land exchange the following would be involved:

### **1. Market Valuation of Land**

Section 3.58(4)(c) of the *Local Government Act 1995* requires the market valuation of a disposition to be provided as part of the public notice in accordance with section 3.58(3). While the proposed disposition may be exempt, as discussed below, Administration proposes to provide public notice of the market value of the land exchange.

The City has obtained a market valuation, as discussed above, and based on the square meter value used in these calculations (\$300/m<sup>2</sup>) it is estimated that the value of the 2,300m<sup>2</sup> of land which is proposed for disposal by the City is \$690,000. As the City is proposing to acquire an equal portion of land from MPL no exchange of funds is required.

### **2. Public Notice**

The proposed exchange involves the City disposing of 2,300m<sup>2</sup> of land and therefore falls within the scope of a disposition. The City must comply with section 3.58 of the *Local Government Act 1995* (the Act), unless it is an exempt disposition as defined in the *Local Government (Functions and General) Regulations 1996*. MPL is a religious and educational body that is registered as a charity and its members would not receive any pecuniary profit from the proposed land exchange. The proposed disposition would be exempt in accordance with regulation 30(b).

Given the nature and scale of the potential disposition and in the interests of transparency and accountability, Administration would recommend public notice of the proposed exchange be published, along with an invitation for public submissions in accordance with section 3.58(3) of the Act.

Following the provision of public notice and consideration of any submissions received, the City would seek Council's guidance as to whether to proceed with the proposed land exchange.

### **3. City to initiate scheme amendment**

Under the Metropolitan Regional Scheme, both parcels of land are zoned *Urban*. Under the City's Local Planning Scheme No. 2, Lot 100 is reserved *Public Purpose – Primary School* and the City's Lot 75 is reserved *Public Open Space - Restricted*. In view of this, rezoning would be required to facilitate the future use of the land, as set out in the table below:

<b>Land to be exchanged</b>	<b>Current LPS No.2 reservation</b>	<b>Required zoning</b>
Portion of Lot 100 (to City)	<i>Public Purpose – Primary School</i>	<i>Public Open Space - restricted</i>
Portion of Lot 75 (to School)	<i>Public Open Space – restricted</i>	<i>Public Purpose – Primary School</i>

Lot 37 is currently zoned Residential – R60 and it is proposed that this zoning would remain following the exchange.

It would be necessary for Council to initiate the scheme amendment process. If approved by Council, the City would submit the scheme amendment proposal to the Western Australian Planning Commission (WAPC) for confirmation that it is suitable to be advertised. Following the 21 day advertising period, Council must consider any submissions received and resolve as to whether it proceeds with presenting the scheme amendment to the WAPC and the Minister for approval and endorsement.

The City's fees for the scheme amendment process are estimated in the order of \$3,000. As the City and MPL/ Sisters of Mercy are jointly benefitting from the proposed land exchange and Sisters of Mercy are prepared to fund the subdivision costs, consideration could be given to waiving the fees. The scheme amendment process is likely to take 18 months.

#### **4. Legal Agreement with MPL**

Given the time frame for the scheme amendment process, MPL has requested that the land exchange be conditional upon the rezoning of the land. To facilitate this, the City and MPL could enter into an agreement providing that, subject to Council approval, the City would initiate the scheme amendment process, and if the scheme amendment was endorsed by the Minister, the land would be exchanged in accordance with the plan of subdivision.

MPL has confirmed that all costs related to the plan of subdivision, which would depict the amalgamation and subdivision of the two lots, would be paid by the Sisters of Mercy. The costs associated with the preparation of the plan of subdivision, including the WAPC's fee, is estimated to be \$7,600 plus GST. Easements would also be required to protect the Water Corporation sewer main and City of Vincent drainage pipe. This infrastructure and the required easements would be depicted on the plan of subdivision.

Entering into the agreement would require Council approval, and approval should be conditional on the Sisters of Mercy arranging for the plan of subdivision to be prepared prior to the City and MPL entering into the agreement. The Sisters of Mercy have confirmed that they would meet all costs associated with the plan of subdivision (surveying costs), easements and transfer of land documents. The City would prepare the required legal agreement.

#### **5. Agreement becomes unconditional**

Following the advertisement of the scheme amendment, the City would consider the submissions and present the submissions to Council, requesting approval for the scheme amendment to be presented to the WAPC and the Minister for endorsement. If the scheme amendment was endorsed, the agreement would become unconditional and a transfer of land could be prepared, at the Sisters of Mercy's cost, to facilitate the land exchange. The transfer of land would need to be registered with Landgate to effect the land exchange.

#### **CONSULTATION/ADVERTISING:**

While the City is not required to comply with the requirements set out in section 3.58 of the *Local Government Act 1995*, the City intends to provide public notice of the proposed land exchange (disposition) and consider all submissions.

#### **LEGAL/POLICY:**

*Local Government Act 1995* section 3.58 - Disposing of Property, provides that, at sub section (2), a local government can only dispose of property (which includes to lease) to:

- “(a) *the highest bidder at public auction; or*
- (b) *the person who at a public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”*

A local government can also dispose of property by complying with sub section (3), if, before agreeing to dispose of the property –

- “(a) *it gives local public notice of the proposed disposition –*
  - (i) *describing the property concerned; and*
  - (ii) *giving details of the proposed disposition; and*
  - (iii) *inviting submissions to be made to the local government before the date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.”*

If complying with sub section (3), the details required to satisfy sub section (3)(a)(ii) include –

- “(a) *the names of all parties concerned; and*

- (b) *the consideration to be received by the local government for the disposition; and*
- (c) *the market value of the disposition –*
  - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
  - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.”*

Section 3.58(5) provides that section 3.58 does not apply to certain types of dispositions, including dispositions which are provided by the *Local Government (Functions and General) Regulations 1996* to be exempt. Regulation 30 provides a range of dispositions that are exempt from the application of section 3.58 of the Act, including dispositions to:

- “(b) *A body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.”*

As the proposed disposition is to a registered charity the City would not be required to comply with section 3.58.

#### **RISK MANAGEMENT IMPLICATIONS:**

Medium      The undefined boundary between Lot 75 and Lot 100 and the current use by the School and the public creates liability and maintenance risks for the City, the School and MPL. Accordingly, the ownership and use of the land should be formalised, to reflect the actual use and maintenance of the land.

#### **STRATEGIC IMPLICATIONS:**

This recommendation aligns with the objectives of the City’s Strategic Community Plan 2018-2028, particularly:

- enhanced environment;
- connected community;
- thriving places; and
- innovative and accountable.

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

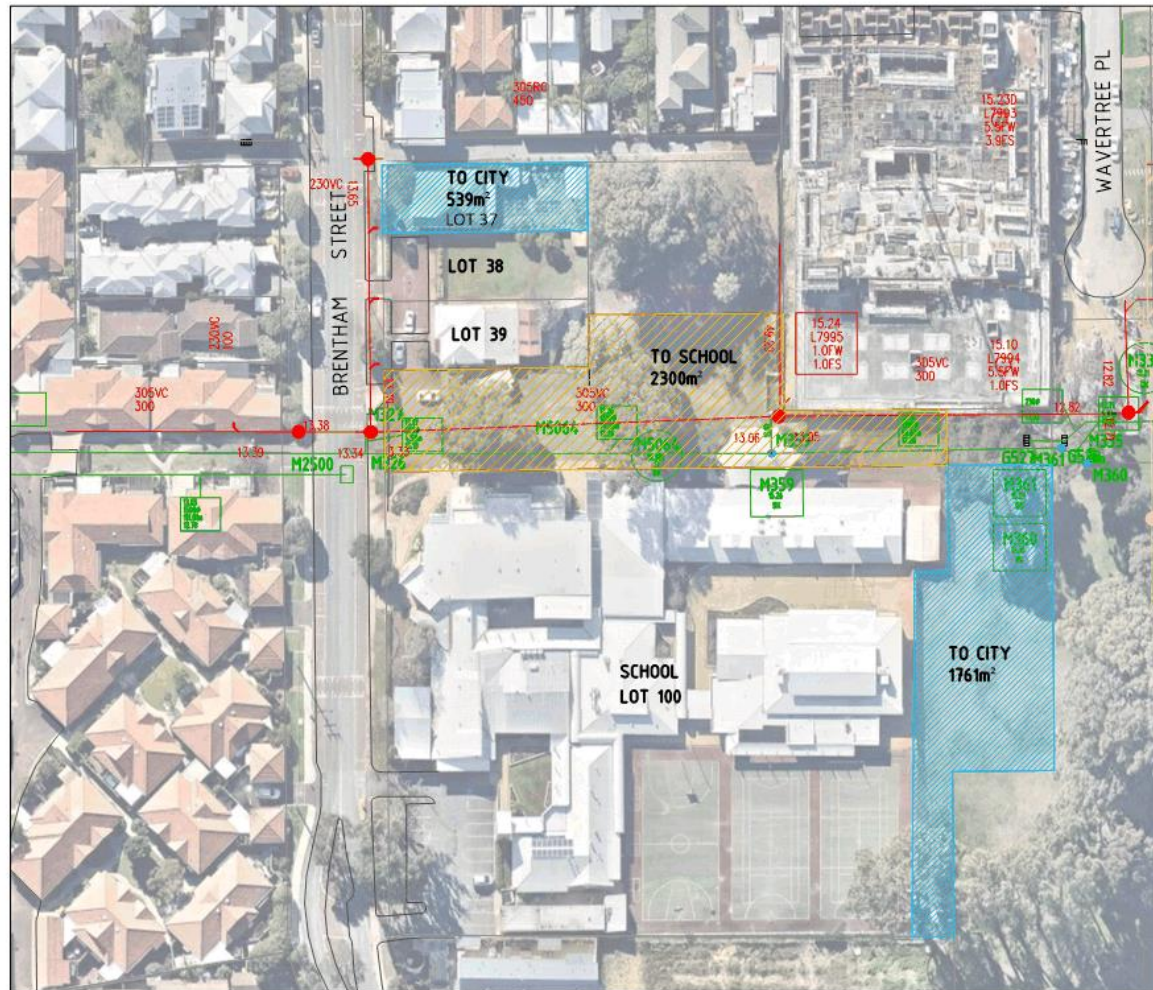
As equal portions of land are proposed to be exchanged it is recommended that no exchange of funds be required.

MPL has offered to purchase an additional 2,251m<sup>2</sup> portion of Lot 75 for \$470,000. The market value, based on the highest and best use of this portion of Lot 75 (Residential R-60) is estimated to be \$2.1m. On this basis Administration recommends that the City does not accept MPL’s offer, as it does not represent good value for money.





The proposed scheme amendment is not included in the Corporate Business Plan or operational budget. If the scheme amendment was commenced, Administration could investigate and reprioritise its current projects. Alternatively, Administration could investigate and consider including a project in the Corporate Business Plan for 2019/20. In both cases, the scheme amendment process would likely take at least 12-18 months from commencement to final approval.

#### **COMMENTS:**

Nil.



**LEGEND**

-  AREA TO SCHOOL 2300m²
-  AREA TO CITY 2300m²
-  SEWER LINE
-  DRAINAGE LINE



**CITY OF VINCENT**  
244 VINCENT STREET LEEDERVILLE, 6007  
TECHNICAL SERVICES

PORTION OF LAND TO BE EXCHANGED  
BETWEEN THE OWNERS, LOT 37, LOT 100  
BRENTHAM STREET & CITY OF VINCENT  
OWNER OF LOT 75 BRENTHAM STREET  
LEEDERVILLE

SCALE: N.T.S.	DRAWN: MH	DRAWING NO:  <b>3371-CP-04</b>
DATE: NOV 2018	CHECKED: MR	

SHEET 1 OF 1





**LEGEND**

- TREE
- SEWER LINE
- DRAINAGE LINE
- SCHOOL FENCE



**CITY OF VINCENT**  
244 VINCENT STREET LEEDERVILLE, 6007  
TECHNICAL SERVICES

**PROPOSED FUTURE USE OF LOTS  
37, 75 & 100  
BRENTHAM STREET  
LEEDERVILLE**

SCALE:  
N.T.S.

DRAWN:  
MH

DRAWING NO:  
**3371-CP-05**

DATE:

CHECKED:






## 11.6 NOVEMBER 2018 BUDGET REVIEW (INCLUDING CARRY FORWARDS)

TRIM Ref: D18/180777

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerryn Batten, Director Corporate Services

Attachments:

1. Statement of Comprehensive Income by Nature or Type [↓](#) 
2. Statement of Comprehensive Income by Program [↓](#) 
3. Rate Setting Statement [↓](#) 
4. List of other Budget amendments [↓](#) 
5. List of Capital expenditure amendments [↓](#) 

**RECOMMENDATION:**

That Council BY ABSOLUTE MAJORITY:

- 
- 1. **ADOPTS** the November 2018 Budget amendments to the 2018/2019 annual budget as detailed in the report and Attachments 1 – 5,
- 2. **WAIVES** the 2018/19 local government rates for the following organisations, pursuant to Section 6.47 of the *Local Government Act 1995*:
  - 
  - **East Perth Football Club Inc**      **Leederville Oval**      **\$ 1,309.76**
  - **Subiaco Football Club Inc**      **Leederville Oval**      **\$ 1,309.83**
  - **Earlybirds Playgroup Inc**      **87 The Boulevarde, Mount Hawthorn**      **\$ 648.83**
  - **North Perth Playgroup Inc**      **15 Haynes Street, North Perth**      **\$ 702.11**
  - **Mount Hawthorn Toy Library Inc**      **Mt Hawthorn Community Centre**      **\$ 992.68**
  - **Mount Hawthorn Playgroup Inc**      **Mt Hawthorn Community Centre**      **\$ 550.53**
  - **North Perth Community Garden**      **Woodville Reserve**      **\$ 856.66**
  - TOTAL**      **\$6,370.40**

**PURPOSE OF REPORT:**

The purpose of this report is to:

- consider and authorise the proposed budget amendments including amendments to the 2017/18 capital carry forwards items, and
- consider additional rates waivers which were incorrectly calculated in the original 2018-19 Budget.

**BACKGROUND:**

During the preparation for the 2018/19 annual budget, an allowance was made to carry forward funds for incomplete capital projects from 2017/18. The value of the carry forwards was based on estimates of expenditure that would be unspent as at 30 June 2018. As the Annual Financial Report for the year ended 30 June 2018 has been finalised and audited, the estimated funds available to be carried forward can be updated to reflect the actual level of expenditure and consequently the remainder of the budget available to be carried forward into 2018/19.

Waiver of rates for relevant organisations was considered as part of the 2018-19 Budget, pursuant to section 6.47 of the Local Government Act 1995. However seven organisations' waiver calculations were incorrectly calculated and approved. This report details and requests approval for the corrected rates waivers.

This budget review has also accommodated other budget amendments. The reasons for these budget amendments can be found in **Attachment 4**.



**DETAILS:****Capital Expenditure**

The 2018/19 adopted budget included a capital expenditure program totalling \$14,789,424, including carry forward funding of \$3,169,772.

In most instances, the estimated expenditure and the available funds carried forward closely aligned to the actual outcome for 2017/18. Overall, expenditure to 30 June 2018 on carry forward projects was over-estimated by \$525,507 and the budget available in 2018/19 for these projects should now be reduced accordingly.

**Attachment 5** (*List of capital expenditure amendments*) lists the capital projects to be amended in the 2018/19 budget.

Key capital budget amendments are summarised in the table below:

Capital Expenditure	Revised Budget	New Budget	Difference	Comment
Bike Boulevard Stage 2	500,000	76,397	- 423,603	Reduction of \$500,000 from carry forward as funds were spent in 2017-18. Additional budget of \$76,397 is required in the current financial year for completion of the project.
Replace Existing Skid Steer Loader	130,000	-	- 130,000	Skid steer loader is no longer required as the plant is being hired on a needs basis instead of outright purchase.
Greening (Streetscapes)	380,000	335,268	- 44,732	Reduction of: \$10,634 as this amount was spent in 2017-18; Reallocation of \$9,098 to Menzies Park; and \$25,000 transferred to Bike Boulevard project.
CCTV Upgrade - Multiple Sites	80,000	62,282	- 17,718	Reallocation of costs to upgrade lighting at Loftus Recreation Centre.
Chelmsford Road Car Park	-	42,512	42,512	No carry forward budget for invoices received in 2018/19.
Loftus Rec Centre - Synthetic Soccer Pitch Surface	-	38,460	38,460	No carry forward budget for invoices received in 2018/19.
Banks Reserve - Foreshore restoration stage 2	-	23,710	23,710	Capital works for the current year have been budgeted under operating expenditure.
Redevelopment of Website (stage 2)	-	11,430	11,430	Intranet and Councillor portal costs for the current year have been budgeted under operating expenditure.
Graffiti Reporting Equipment	-	11,617	11,617	Equipment purchased for better graffiti reporting, funded from grants received in 2017/18.

*At the Ordinary Meeting of Council held on 16 October 2018 (Item 11.7) Council approved the reallocation of \$160,000 from the recycling expenditure budget to the Leederville town centre share space budget. This is reflected in the attachments to this report.*

**Other budget amendments:**

Detail on all other budget amendments are included in **attachment 4**. Key amendments from this attachment include:

- An increase of employee costs of \$323,778 due to previously unbudgeted employer superannuation for casual staff;
- A \$250,000 decrease in proceeds from the Tamala Park joint venture due to decreased projected land sales proceeds; and,
- An increase in transfer to reserves of \$600,000 as a result of unbudgeted savings realised in 2017/18 financial year.

**Opening operating surplus:**

The estimated opening surplus for the 2018/2019 budget was \$4,829,483. The 2017/2018 audit has now been finalised and the budget opening surplus has been confirmed as \$5,524,402. The additional surplus is largely a result of lower than estimated capital expenditure in 2017/2018 financial year.

**Rates waiver:**

In the 2018/2019 budget, Council approved rates waivers of \$135,841.37 for City owned properties leased to not for profit organisations having a community and /or sporting purpose. Administration subsequently identified errors in the rate waiver calculation and is now requesting these corrected rates be waived.

This would result in additional waivers of \$ 6,370.40.

**CONSULTATION/ADVERTISING:**

Not applicable

**LEGAL/POLICY:**

Section 6.47 from the *Local Government Act 1995* states:

- 6.4.7 *“Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.”*

This budget review is performed as a matter of good governance and is not required by the Act or associated regulations. The review is in accordance with the functions of the CEO as set out in section 5.41 of the Act:

- 5.41(d) *“manage the day to day operations of the local government.”*

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Conducting this budget review ensures Council is aware of any proposed expenditure which varies from that in the approved budget.

**STRATEGIC IMPLICATIONS:**

This recommendation aligns with the “Innovative and Accountable” priority in the City’s Strategic Community Plan 2018 – 2028:

- *“The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable

**FINANCIAL/BUDGET IMPLICATIONS:**

The overall effect of the various budget amendments would result in a budget surplus of \$226,499 for 2018/19. \$200,000 of this increase is restricted funds for the bike network plan for 2019/2020.

**COMMENTS:**

With the completion of the year-end processes and audit for the 2017/18 financial year, it is good practice for the carry forward components of the 2017/18 capital expenditure budget to be adjusted to reflect the actual funds available at the end of 2017/18.

A further mid-year budget review as required under Regulation 33A of the *Local Government (Financial Management) Regulations* will be tabled at the April 2019 Ordinary Meeting of Council. This will address further budget amendments identified during coming months and is in line with good financial governance practices.

CITY OF VINCENT  
 NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)  
 STATEMENT OF COMPREHENSIVE INCOME  
 BY NATURE OR TYPE

Attachment - 2



	Note	Previous Year Actuals	Current Budget	Proposed Revised Budget	Budget Increase/ (Decrease)
		2017/18	2018/19	2018/19	2018/19
		\$	\$	\$	\$
<b>Revenue</b>					
Rates		33,377,748	34,717,855	34,711,485	(6,370)
Operating grants, subsidies and contributions		2,217,799	779,453	756,566	(22,887)
Fees and charges		18,873,789	19,261,366	19,259,366	(2,000)
Interest earnings		1,028,880	941,260	941,260	0
Other revenue		1,429,638	1,536,630	1,541,630	5,000
		56,927,854	57,236,564	57,210,307	(26,257)
<b>Expenses</b>					
Employee costs		(23,248,963)	(24,316,824)	(24,640,602)	(323,778)
Materials and contracts		(17,274,514)	(18,457,433)	(18,449,433)	8,000
Utility charges		(1,933,363)	(1,852,150)	(1,852,150)	0
Depreciation on non-current assets		(10,386,679)	(10,289,210)	(10,289,210)	0
Interest expenses		(997,101)	(954,449)	(954,449)	0
Insurance expenses		(829,909)	(675,216)	(675,216)	0
Other expenditure		(2,974,253)	(2,960,894)	(3,012,660)	(51,766)
		(57,644,782)	(59,506,176)	(59,873,720)	(367,544)
<b>Gross result</b>		(716,928)	(2,269,612)	(2,663,413)	(393,801)
Non-operating grants, subsidies and contributions		2,610,635	1,829,854	1,872,868	43,014
Profit on asset disposals		150,369	296,730	296,730	0
(Loss) on asset disposals		(10,466)	(192,155)	(192,155)	0
Fixed assets written off		(91,264)	0	0	0
(Loss) on revaluation of Infrastructure		(3,572,563)	0	0	0
Change in Equity WALGA Local Govt House Trust		(19)	0	0	0
Net share of interest in Joint Ventures		325,217	0	0	0
Profit on Assets Held for Sale (TPRC Joint Venture)		289,155	583,333	333,333	(250,000)
<b>Net result</b>		(1,015,864)	248,150	(352,637)	(600,787)
<b>Other comprehensive income</b>					
Items that will not be reclassified subsequently to profit or loss					
Changes on revaluation of non-current assets		56,913,164	0	0	0
<b>Total other comprehensive income</b>		56,913,164	0	0	0
<b>Total comprehensive income</b>		55,897,300	248,150	(352,637)	(600,787)

Current and adopted budget varies by \$160,000 due to reallocation of monies from recycling expenditure as per council decision at OMC held on 16 October 2018 (Item 11.7)

CITY OF VINCENT  
 NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)  
 STATEMENT OF COMPREHENSIVE INCOME  
 BY PROGRAM

Attachment - 2



Note	Previous Year Actuals	Current Budget	Proposed Revised Budget	Budget Increase/ (Decrease)
	2017/18	2018/19	2018/19	2018/19
	\$	\$	\$	\$
<b>Revenue</b>				
Governance	149,708	91,240	91,240	0
General purpose funding	36,006,200	36,669,763	36,643,506	(26,257)
Law, order, public safety	144,537	162,350	162,350	0
Health	388,317	350,385	350,385	0
Education and welfare	171,871	196,115	196,115	0
Community amenities	1,863,747	830,189	830,189	0
Recreation and culture	9,704,051	10,281,322	10,281,322	0
Transport	7,972,877	8,222,300	8,222,300	0
Economic services	249,966	238,250	238,250	0
Other property and services	276,580	194,650	194,650	0
	56,927,854	57,236,564	57,210,307	(26,257)
<b>Expenses</b>				
Governance	(3,787,874)	(2,913,253)	(2,933,533)	(20,280)
General purpose funding	(872,245)	(594,907)	(581,034)	13,873
Law, order, public safety	(1,301,976)	(1,583,005)	(1,599,120)	(16,115)
Health	(1,198,977)	(1,390,458)	(1,340,326)	50,132
Education and welfare	(1,470,827)	(1,239,595)	(1,232,072)	7,523
Community amenities	(11,048,332)	(12,554,205)	(12,565,681)	(11,476)
Recreation and culture	(21,746,775)	(22,688,139)	(23,425,816)	(737,677)
Transport	(12,724,693)	(12,839,008)	(12,814,330)	24,678
Economic services	(714,969)	(919,834)	(742,787)	177,047
Other property and services	(1,781,013)	(1,829,323)	(1,684,572)	144,751
	(56,647,681)	(58,551,727)	(58,919,271)	(367,544)
<b>Finance Costs</b>				
Recreation and culture	(997,101)	(953,324)	(953,324)	0
Other property and services	0	(1,125)	(1,125)	0
	(997,101)	(954,449)	(954,449)	0
	(716,928)	(2,269,612)	(2,663,413)	(393,801)
Non-operating grants, subsidies and contributions	2,610,635	1,829,854	1,872,868	43,014
Profit on disposal of assets	150,369	296,730	296,730	0
(Loss) on disposal of assets	(10,466)	(192,155)	(192,155)	0
Fixed assets written off	(91,264)	0	0	0
(Loss) on revaluation of Infrastructure	(3,572,563)	0	0	0
Change in Equity - WALGA LG House Trust	(19)	0	0	0
Net share of interest in joint ventures	325,217	0	0	0
Profit on Assets Held for Sale (TPRC Joint Venture)	289,155	583,333	333,333	(250,000)
	(298,936)	2,517,762	2,310,776	(206,986)
<b>Net result</b>	<b>(1,015,864)</b>	<b>248,150</b>	<b>(352,637)</b>	<b>(600,787)</b>
<b>Other comprehensive income</b>				
Items that will not be reclassified subsequently to profit or loss				
Changes on revaluation of non-current assets	56,913,164	0	0	0
<b>Total other comprehensive income</b>	<b>56,913,164</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income</b>	<b>55,897,300</b>	<b>248,150</b>	<b>(352,637)</b>	<b>(600,787)</b>

Current and adopted budget varies by \$160,000 due to reallocation of monies from recycling expenditure as per council decision at OMC held on 16 October 2018 (Item 11.7)

CITY OF VINCENT  
NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)  
RATE SETTING STATEMENT

Attachment - 3



Note	Previous Year Actuals 2017/18	Current Budget 2018/19	Proposed Revised Budget 2018/19	Budget Increase/ (Decrease) 2018/19
	\$	\$	\$	\$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	4,475,025	4,829,483	5,524,402	694,919
	4,475,025	4,829,483	5,524,402	694,919
<b>Revenue from operating activities (excluding rates)</b>				
Governance	149,708	91,240	91,240	0
General purpose funding	2,628,452	1,951,908	1,932,021	(19,887)
Law, order, public safety	166,875	215,385	215,385	0
Health	388,316	355,390	355,390	0
Education and welfare	171,870	231,115	231,115	0
Community amenities	1,881,133	836,304	836,304	0
Recreation and culture	9,724,879	10,302,207	10,302,207	0
Transport	7,973,016	8,222,300	8,222,300	0
Economic services	249,966	238,250	238,250	0
Other property and services	1,153,712	954,673	954,673	0
	24,487,927	23,398,772	23,378,885	(19,887)
<b>Expenditure from operating activities</b>				
Governance	(3,787,874)	(2,921,428)	(2,941,708)	(20,280)
General purpose funding	(872,264)	(594,907)	(581,034)	13,873
Law, order, public safety	(1,306,516)	(1,583,005)	(1,599,120)	(16,115)
Health	(1,198,977)	(1,390,458)	(1,340,326)	50,132
Education and welfare	(1,470,828)	(1,239,595)	(1,232,072)	7,523
Community amenities	(11,052,398)	(12,554,205)	(12,565,681)	(11,476)
Recreation and culture	(22,777,931)	(23,641,463)	(24,379,140)	(737,677)
Transport	(12,733,106)	(12,839,008)	(12,814,330)	24,678
Economic services	(751,499)	(919,834)	(742,787)	177,047
Other property and services	(1,795,137)	(2,014,428)	(1,869,677)	144,751
	(57,746,530)	(59,698,331)	(60,065,875)	(367,544)
<b>Net Operating excluding Rates</b>	<b>(33,258,603)</b>	<b>(36,299,559)</b>	<b>(36,686,990)</b>	<b>(387,431)</b>
<b>Operating activities excluded</b>				
(Profit) on disposal of assets	(150,369)	(296,730)	(296,730)	0
Loss on disposal of assets	10,466	192,155	192,155	0
Fixed assets written off	91,264	0	0	0
Assets expensed during the year	161,507	0	0	0
Movement in deferred pensioner rates (non-current)	(11,092)	0	0	0
Movement in employee benefit provisions (non-current)	95,011	0	0	0
Depreciation and amortisation on assets	10,386,679	10,289,210	10,289,210	0
Equity in Local Government House in Trust	19	0	0	0
Movement in Joint Venture Operations	(325,217)	0	0	0
Profit/loss on Assets Held for Sale - TPRC Joint Venture	(462,234)	(583,333)	(583,333)	0
	9,796,034	9,601,302	9,601,302	0
<b>Amount attributable to operating activities</b>	<b>(23,462,569)</b>	<b>(26,698,257)</b>	<b>(27,085,688)</b>	<b>(387,431)</b>
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions	2,610,635	1,829,854	1,872,868	43,014
Proceeds from disposal of assets	326,311	475,000	479,963	4,963
Proceeds from Joint Ventures	333,333	583,333	333,333	(250,000)
Purchase of property, plant and equipment	(2,869,513)	(6,924,932)	(6,746,284)	178,648
Purchase and construction of infrastructure	(5,861,319)	(8,024,492)	(7,677,633)	346,859
<b>Amount attributable to investing activities</b>	<b>(5,460,553)</b>	<b>(12,061,237)</b>	<b>(11,737,753)</b>	<b>323,484</b>
<b>FINANCING ACTIVITIES</b>				
Repayment of long term borrowings	(881,398)	(1,017,424)	(1,017,424)	0
Proceeds from new borrowings	0	428,000	428,000	0



CITY OF VINCENT  
 NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)  
 RATE SETTING STATEMENT

## Attachment - 3



	Note	Previous Year Actuals	Current Budget	Proposed Revised Budget	Budget Increase/ (Decrease)
		2017/18	2018/19	2018/19	2018/19
		\$	\$	\$	\$
Transfers to reserves (restricted assets)		(3,283,928)	(1,542,713)	(2,142,713)	(600,000)
Transfers from reserves (restricted assets)		760,077	1,546,190	1,546,190	0
<b>Amount attributable to financing activities</b>		<b>(3,405,249)</b>	<b>(585,947)</b>	<b>(1,185,947)</b>	<b>(600,000)</b>
<b>Surplus(deficiency) before general rates</b>		<b>(27,853,346)</b>	<b>(34,515,958)</b>	<b>(34,484,986)</b>	<b>30,972</b>
<b>Total amount raised from general rates</b>		<b>33,377,748</b>	<b>34,717,855</b>	<b>34,711,485</b>	<b>(6,370)</b>
<b>Net current assets at June 30 c/fwd - surplus/(deficit)</b>		<b>5,524,402</b>	<b>201,897</b>	<b>226,499</b>	<b>24,602</b>

CITY OF VINCENT  
 NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward adjustments)  
 LIST OF OTHER BUDGET AMENDMENTS

## Attachment - 4

	Current Budget 2018/19	Proposed Revised Budget 2018/19	Revised Budget Change 2018/19	
	\$		\$	
<b>Operating Revenue</b>				
Rates	34,717,855	34,711,485	(6,370)	Rates waiver adjustment
Operating grants, subsidies and contributions	779,453	756,566	(22,887)	FAGS grant adjusted to the actual amounts to be received for 2018/19 financial year
Fees and charges	19,261,366	19,259,366	(2,000)	Reclassification of income to grant income
Other revenue	1,536,630	1,541,630	5,000	Reimbursement of BPAY view expenditure
<b>Operating Expenses</b>				
Employee costs	(24,316,824)	(24,640,602)	(323,778)	Statutory superannuation for casual staff (\$299,030), Workers' compensation (\$29,747), Training expenses (\$5,000), Transfer of expenditure from operating to capital expenditure (-\$10,000) due to the nature of work.
Materials and contracts	(18,457,433)	(18,449,433)	8,000	Seeding/kickstart grants (-\$15,000), Reclassification of other expenditure to materials and contracts (\$60,000), Transfer fund from operating to capital expenditure (\$23,000) due to the nature of work, Additional legal costs (\$60,000) required.
Other expenditure	(2,960,894)	(3,012,660)	(51,766)	BPAY veiw expenditure (\$5,000), Reclassification of expenditure to materials and contracts (\$60,000), Transfer fund from operating to capital expenditure (-\$23,000) due to the nature of work.
Non-operating grants, subsidies and contributions	1,829,854	1,872,868	43,014	Additional grants received for State Graffiti Fund Grant (\$11,617), Main Road WA direct grant (\$31,397).
<b>Capital Expenditure/Income</b>				
Proceeds from disposal of assets	475,000	479,963	4,963	Community bus sales proceed adjusted to the actual amounts received
Proceeds from Joint Ventures	583,333	333,333	(250,000)	Decrease in anticipated revenue from TPRC
Transfers to reserves (restricted assets)	(1,542,713)	(2,142,713)	(600,000)	Transfer funds to Asset Sustainability Reserve
<b>TOTAL BUDGET ADJUSTMENT (non capital)</b>			<b>(1,195,824)</b>	

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>LAND &amp; BUILDING ASSETS</b>					
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>					
Administration and Civic Centre - Workforce Accommodation Upgrade/Renewal	20,000	100,000	120,000		120,000
<b>BEATTY PARK LEISURE CENTRE</b>					
Beatty Park Leisure Centre - Risk Renewals		700,000	700,000	(9,285)	690,715
Beatty Park Leisure Centre - Plumbing Compliance		60,000	60,000		60,000
Beatty Park Leisure Centre - Remedial Works	70,000		70,000	(3,129)	66,871
Beatty Park Leisure Centre - Changeroom Tiles Replacement					
<b>DEPARTMENT OF SPORTS AND RECREATION</b>					
Carpet Replacement - DSR □		150,000	150,000		150,000
<b>LOFTUS RECREATION CENTRE</b>					
Loftus Centre Stormwater Infrastructure Renewal		10,000	10,000		10,000
Renewal of ceiling fabric and upgrade of lights throughout centre	115,000		115,000	(15,908)	99,092
Refrigerated A/C Plant Renewal			0	3,159	3,159
<b>LEEDERVILLE OVAL</b>					
Leederville Oval - Miscellaneous Structural Renewal		60,000	60,000		60,000
Carpet Replacement - Leederville Oval Buildings (East Perth Football Club)□		30,000	30,000		30,000
<b>WORKS DEPOT</b>					
Depot - Resurfacing and Reconstruction of Front Bin Bays		75,000	75,000		75,000

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>MISCELLANEOUS</b>					
Braithwaite Park public toilet block upgrade and refurbishment	120,000		120,000	(20,488)	99,512
Mens Shed - Macerator Sewer Upgrade	46,200		46,200		46,200
Child Health Centres - Yield Up to Lease Renewal Leederville Child Health Clinic		17,500	17,500		17,500
Child Health Centres - Yield Up to Lease Renewal Mt Hawthorn Child Health Clinic		17,500	17,500		17,500
Child Health Centres - Yield Up to Lease Renewal Highgate Child Health Clinic		17,500	17,500		17,500
Child Health Centres - Yield Up to Lease Renewal North Perth.		17,500	17,500		17,500
North Perth Main Hall - A/C New		100,000	100,000		100,000
North Perth Bowling Club - Timber Floor Renewal		15,000	15,000		15,000
Miscellaneous Building Renewal		50,000	50,000		50,000
Mt Hawthorn Community Centre - Hub Upgrade		350,000	350,000	(29,363)	320,637
Loton Park Tennis Club - Compliance and Structure Renewal		20,000	20,000		20,000
Sports Club - Forrest Park Croquet Ceiling and Lighting Renewal		80,000	80,000		80,000
Solar Photovoltaic Panel System Installation - Library		107,000	107,000		107,000
Solar Photovoltaic Panel System Installation - Beatty Park		107,000	107,000		107,000
Solar Photovoltaic Panel System Installation - Administration and Civic Centre		107,000	107,000		107,000
Solar Photovoltaic Panel System Installation - Depot		107,000	107,000		107,000
Library - Reception Desk Fit-Out Renewal		35,000	35,000		35,000
Airconditioner Renewal Program		25,000	25,000		25,000
Woodville Reserve - Power upgrade			0	9,205	9,205
<b>FOR LAND &amp; BUILDING ASSETS</b>	<b>371,200</b>	<b>2,358,000</b>	<b>2,729,200</b>	<b>(65,809)</b>	<b>2,663,391</b>

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b><u>INFRASTRUCTURE ASSETS</u></b>					
<b>TRAFFIC MANAGEMENT</b>					
Improvements at Vincent/Oxford Streets	5,500		5,500		5,500
Intersections at Bourke and Loftus Streets	30,000		30,000	3,955	33,955
Improved pedestrian crossings at signalised intersections	230,000		230,000		230,000
40kph area wide speed zone trial		150,000	150,000		150,000
Intersection Modifications Scarborough Beach Road, Green, Main and Brady Streets		30,000	30,000		30,000
Retractable Bollards Leederville Town Centre		60,000	60,000		60,000
Miscellaneous Traffic Management Requests		80,000	80,000		80,000
Safety Balustrade Beaufort Street, Highgate		15,000	15,000		15,000
Signalised Pedestrian Crossings Program		250,000	250,000		250,000
<b>BLACK SPOT PROGRAM</b>					
Newcastle and Palmerston Streets	40,000		40,000		40,000
Ruby and Fitzgerald Streets	10,000		10,000	626	10,626
Intersection Lincoln and Wright Streets Roundabout		150,000	150,000		150,000
<b>STREETSCAPE IMPROVEMENTS</b>					
Greening (Streetscapes)	80,000	300,000	380,000	(44,732)	335,268
North Perth Public Open Space	92,514	627,000	719,514	(770)	718,744
Oxford street/Newcastle street shared space*		150,000	310,000		310,000
Planned Fitzgerald Street Upgrades		15,000	15,000		15,000
Streetscape Improvements/Place Making - Miscellaneous Renewals		30,000	30,000		30,000

\* Reallocate \$160,000 from recycling expenditure as per council decision at OMC held on 16 October 2018 (Item 11.7).

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>ROADWORKS - LOCAL ROADS PROGRAM</b>					
Cleaver St - Carr St - Roundabout	50,000		50,000	2,283	52,283
Norfolk Street - Vincent St to Chelmsford Rd			0	49	49
Hutt Street - Grosvenor Rd to Raglan Rd			0	1,003	1,003
Summers Street - Joel to River		67,000	67,000		67,000
Magnolia Street - Farmer to Waugh		60,000	60,000		60,000
Mignonette Street - Farmer to Waugh		60,000	60,000		60,000
Marian Street - Oxford to Scott		106,000	106,000	(15,221)	90,779
Rae Street - Marian to Tennyson		68,000	68,000		68,000
Bondi Street - Scar Bch Rd to Merredin		22,500	22,500		22,500
Brentham St - Slow point near school to Namatjira		131,000	131,000		131,000
Elven Street - Richmond to Emmerson		17,500	17,500		17,500
Curtis Street - Walcott to Harold		30,000	30,000		30,000
Cleaver Street - Carr to Newcasatle		18,000	18,000		18,000
<b>ROADWORKS - REHABILITATION (MRRG PROGRAM)</b>					
Beaufort/Brisbane Street Intersection Improvements	137,779		137,779		137,779
Brisbane Street - Beaufort to William Street	134,214		134,214		134,214
Beaufort Street - Brisbane to Parry Street	51,043		51,043		51,043
Bulwer Street, Lord Street to Brisbane Street		156,600	156,600		156,600
Newcastle Street, Loftus Street to Charles Street		226,600	226,600		226,600
Lincoln Street to Harold Street		224,200	224,200		224,200
<b>ROADWORKS - ROADS TO RECOVERY PROGRAM</b>					
Curtis Street - Walcott to Harold		41,662	41,662	(2,283)	39,379
Cleaver Street - Carr to Newcasatle		118,000	118,000		118,000
Randell Street - Fitzgerald St to Palmerston St			0	5,221	5,221



**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>RIGHTS OF WAY</b>					
Rights of Way Renewal Program		75,000	75,000	(10,626)	64,374
<b>SLAB FOOTPATH PROGRAMME</b>					
Newcastle St - Water Corp to Loftus St		22,500	22,500		22,500
Walcott St - Alma Rd to Raglan Rd		8,000	8,000		8,000
Anzac Rd - Loftus St to Scarborough Bch Road		19,000	19,000		19,000
Bourke St - Deague Court to Charles St		12,500	12,500		12,500
Golding St - Newcastle St to Old Aberdeen Place		13,000	13,000		13,000
Green St - Matlock St to Bus Stop		25,000	25,000		25,000
Tactile Paving Town Centres		10,000	10,000		10,000
Ellesmere Street path extension - Stage 3		52,000	52,000		52,000
<b>BICYCLE NETWORK</b>					
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000		190,000		190,000
Bike Boulevard Stage 2	500,000		500,000	(423,603)	76,397
Bike Network Plan 2015-16 Implementation (Loftus Street - Vincent to Richmond St)		420,000	420,000		420,000
Swan River PSP Upgrade - Summers St to Windan Bridge Link		135,000	135,000		135,000
Bike Parking		20,000	20,000		20,000

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

**Attachment - 5**



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>CAR PARK DEVELOPMENT</b>					
Chelmsford Road Car Park			0	42,512	42,512
North Perth Parking	83,800	15,000	98,800		98,800
North Perth ACROD Parking Bays			0	1,045	1,045
Parking Restriction Implementation	75,000		75,000		75,000
Chelmsford Road Car Park Rehabilitation Works Stage 2		45,000	45,000		45,000
Dunedin Street Car Park Rehabilitation Works		46,000	46,000		46,000
Frame Court Car Park Rehabilitation Works - Stage 1		40,000	40,000		40,000
Raglan Road Car Park Rehabilitation Works Stage 2		48,000	48,000		48,000
The Avenue Car Park Rehabilitation Works - Stage 1		40,000	40,000		40,000
Beatty Park Reserve car park - Lighting			0	2,936	2,936
Raglan Road Car Park - Resurfacing & Lighting			0	31,236	31,236
<b>DRAINAGE</b>					
Beatty Park Reserve - Drainage Improvements	150,000		150,000		150,000
Lawler Street Sump - Infill			0	1,120	1,120
Gully Soakwell Program		80,000	80,000		80,000
Drainage - Miscellaneous Improvements		50,000	50,000	(10,000)	40,000
Drainage - Britannia Road Drain Inspection		25,000	25,000		25,000

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

**Attachment - 5**



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>PARKS AND RESERVES</b>					
Axford Park - Redevelopment	165,000		165,000		165,000
Kyilla Park			0	274	274
Les Lilleyman Reserve - Eco-zoning			0	181	181
Menzies Park - Replace groundwater bore			0	9,562	9,562
Loftus Rec Centre - Synthetic Soccer Pitch Surface			0	38,460	38,460
Playgrounds for under 4yo		40,000	40,000		40,000
Hyde Park Lighting Improvement		20,000	20,000		20,000
Central Control Irrigation System		60,000	60,000		60,000
Stuart Street Reserve - Replace Groundwater Bore		45,000	45,000		45,000
Public Open Space Strategy Implementation		250,000	250,000		250,000
Banks Reserve Master Plan Implementation - Stage 1		450,000	450,000		450,000
Les Lilleyman Reserve - Installation of perimeter path (Stage 2)		100,000	100,000		100,000
Forrest Park - Replacement Playground Shade Sails		12,000	12,000		12,000
Les Lilleyman Reserve - Replace Playground Softfall		42,000	42,000		42,000
Parks Furniture - Replacement		20,000	20,000		20,000
Woodville Reserve - Extension to Perimeter Fencing		35,000	35,000		35,000
Jack Marks Reserve - Installation of additional paving		15,000	15,000		15,000
Jack Marks Reserve - Installation of Seating (Dog Park)		25,000	25,000		25,000
Netball Installation Public Open Space		12,000	12,000		12,000
Banks Reserve - Foreshore restoration stage 2			0	23,710	23,710

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>MISCELLANEOUS</b>					
Bus Shelters			0	1,210	1,210
Leederville Tennis Club - Bore Motor Replacement		3,590	3,590		3,590
North Perth Community Garden (NPCG)		10,000	10,000		10,000
Oxford Skate Park - Metal Halfpipe Renewal		50,000	50,000		50,000
Install Recycling Bins in Public Areas		35,000	35,000		35,000
Upgrade and Install New Street Lighting		15,000	15,000	(5,007)	9,993
Bus Shelters- Replace and Upgrade		40,000	40,000		40,000
Regrade and Resurface Verge Parking for Church Adjacent 49 Jugan Street, Mt Hawthorn		70,000	70,000		70,000
<b>TOTAL EXPENDITURE</b>					
<b>FOR INFRASTRUCTURE ASSETS</b>	<b>2,024,850</b>	<b>5,754,652</b>	<b>7,939,502</b>	<b>(346,859)</b>	<b>7,592,643</b>

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>					
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME</b>					
Light Fleet - Annual Changeovers		542,500	542,500		542,500
<b>MAJOR PLANT REPLACEMENT PROGRAMME</b>					
Single Axle Truck (Flocon)	230,000		230,000		230,000
All Terrain Vehicle (ATV) - Parks		30,000	30,000		30,000
Single Axle Truck (Parks Mowing Operations)		170,000	170,000		170,000
Replace Existing Rear Loader (Rubbish Truck)		430,000	430,000		430,000
Replace Existing Hydraulic Breaker		30,000	30,000		30,000
Renew Existing Plant: Depot Forklift		40,000	40,000		40,000
Replace Existing Skid Steer Loader		130,000	130,000	(130,000)	0
Replace Existing Side Loader (Rubbish Truck)		430,000	430,000		430,000
Tractor/Front End Loader (FEL) - Hyde Park		70,000	70,000		70,000
Miscellaneous Minor Plant & Equipment - Works & Operations Services		30,000	30,000		30,000
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>					
Multiple Sites - CCTV Upgrade/New		80,000	80,000	(17,718)	62,282
<b>BEATTY PARK LEISURE CENTRE</b>					
Boiler Replacement	182,401		182,401	(11,200)	171,201
Upgrade fire panel			0	6,180	6,180
Switchboard in top level of plantroom			0	11,934	11,934
Beatty Park Leisure Centre - Safety Fence - New		25,000	25,000		25,000

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>COMMUNITY SERVICES</b>					
Parking Machines Asset Replacement Program		40,000	40,000		40,000
Rosemount Hotel Car Park - ticket parking machines		20,000	20,000		20,000
Replace Autocite Units (mobile infringement hardware)			0	318	318
Parking Machines Asset Replacement Program			0	4,600	4,600
<b>WORKS DEPOT</b>					
Works Depot - APAC HVAC Renewal		25,000	25,000		25,000
High Pressure Cleaner for Depot		15,000	15,000		15,000
<b>MISCELLANEOUS</b>					
Water and Energy Efficiency Initiatives		50,000	50,000		50,000
Loftus Recreation Centre - Asset Renewal Program (Lease) Belgravia Leisure		50,000	50,000		50,000
Laneway Lighting Program (Right of Way)		84,990	84,990		84,990
Relocate UMS supply for the CCTV Camera in Oxford street		20,000	20,000		20,000
Beaufort Street CCTV Network Upgrade		305,510	305,510		305,510
<b>COMMUNITY SERVICES</b>					
Parking Sensors Pilot Project	51,410		51,410		51,410
<b>LIBRARY</b>					
Library - Split System Renewal		4,000	4,000		4,000
<b>TOTAL EXPENDITURE</b>					
<b>FOR PLANT &amp; EQUIPMENT ASSETS</b>	<b>463,811</b>	<b>2,622,000</b>	<b>3,085,811</b>	<b>(135,886)</b>	<b>2,949,925</b>

**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>					
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>					
<b>INFORMATION TECHNOLOGY</b>					
Upgrade of IT Firewall	80,000		80,000		80,000
Upgrade IT Network Remote Access Facility	30,000		30,000		30,000
Online Lodgement of Applications	70,000		70,000		70,000
Upgrade Two Way Radio Fleet	100,000		100,000		100,000
Backup Server		40,000	40,000		40,000
Business System Implementation Project		300,000	300,000		300,000
Disc for Storage System		10,000	10,000		10,000
Replacement of the old printers		20,000	20,000		20,000
Renew Switches		35,000	35,000		35,000
Wi-Fi Installation		60,000	60,000		60,000
Computers - Additional to Fleet PC's		10,000	10,000		10,000
Redevelopment of Website (stage 2)			0	11,430	11,430
Graffiti Reporting Equipment			0	11,617	11,617
<b>BEATTY PARK LEISURE CENTRE</b>					
Beatty Park Leisure Centre - Strength Equipment		102,000	102,000		102,000
Beatty Park Leisure Centre - NFA Renewals		20,000	20,000		20,000
<b>MARKETING &amp; COMMUNICATIONS</b>					
Mount Lawley/ Highgate Town Centre Streetscape Upgrades		75,000	75,000		75,000
Public Art Project		200,000	200,000		200,000



**CITY OF VINCENT**  
**NOVEMBER 2018 BUDGET REVIEW (Including Carry Forward)**  
**LIST OF CAPITAL EXPENDITURE AMENDMENTS**

## Attachment - 5



	Carry Forward	New Capital	Current Budget	Budget Adjustment	Proposed Budget
	2017/18	2018/19	2018/19		
<b>PUBLIC HALLS</b>					
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renewa	29,911		29,911		29,911
<b>HEALTH SERVICES</b>					
Replacement and upgrade of Sound Level Meters		13,000	13,000		13,000
<b>TOTAL EXPENDITURE</b>					
FOR FURNITURE & EQUIPMENT ASSETS	309,911	885,000	1,194,911	23,047	1,217,958
<b>TOTAL CAPITAL EXPENDITURE</b>	3,169,772	11,619,652	14,949,424	(525,507)	14,423,917

**11.7 LEASE OF 15 HAYNES STREET, NORTH PERTH TO NORTH PERTH PLAYGROUP INC.****TRIM Ref:** D18/179853**Authors:** Kara Davies, Administration Officer Corporate Services  
Meluka Bancroft, A/Manager Governance and Risk**Authoriser:** Kerryn Batten, Director Corporate Services**Attachments:** 1. Plan of North Perth Playgroup location and lease area [↓](#) **RECOMMENDATION:****That Council:**

1. **APPROVES** a new lease of a portion of the building at 15 Haynes Street, North Perth to North Perth Playgroup Inc., commencing on 1 January 2019, on the following key terms:
  - 1.1 **Term:** Two years, six months, commencing 1 January 2019;
  - 1.2 **Permitted purpose:** playgroup activities;
  - 1.3 **Rent:** \$952.24 including GST (indexed by CPI on 1 July);
  - 1.4 **Rates & Taxes:** payable by the lessee (including ESL and bin charge);
  - 1.5 **Outgoings:** payable by the lessee;
  - 1.6 **Insurance:** lessee to effect and maintain public liability insurance;
  - 1.7 **Indemnity:** lessee indemnifies the lessor against loss / damage / claims;
  - 1.8 **Repainting:** at the lessee's discretion;
  - 1.9 **Repair & maintenance:** lessee to keep premises and fittings & fixtures clean and in good repair, and repair any damage caused by lessee or due to fair wear and tear (unless major structural damage);
  - 1.10 **Structural damage:** if damage renders premises unsafe / unfit for occupation, lease will terminate and no compensation will be payable to lessee;
  - 1.11 **Shared use: use, of Fees** lessee can hire premises to community groups when not in and charge fee's consistent with fees in City's Schedule and Charges; and
  - 1.12 **Termination:** by mutual agreement or by lessor if default occurs.
2. **SUBJECT** to final satisfactory negotiations being carried out by the Chief Executive Officer, **AUTHORISES** the Mayor and Director Corporate Services to affix the common seal and execute the lease in 1 above.

**PURPOSE OF REPORT:**

To consider granting a short term lease to North Perth Playgroup Inc. (NPPG) to enable the continued use of a portion of the building located at 15 Haynes Street (corner Sydney Street), North Perth.

**BACKGROUND:**

The NPPG leases a portion of the building located on 15 (Lot 9) Haynes Street and 31 (Lot 100) Sydney Street, North Perth, as shown in the plan attached at **Attachment 1**. Lot 9 was purchased by the City of

Perth in 1927 and in 1941 the City of Perth Council resolved that the land be held in trust for the purpose of recreation for the people. The certificate of title for Lot 9 is encumbered by a registrar's caveat which secures the terms of the Deed of Trust. Lot 100 (which previously comprised lots 94, 95 and 96 on Swan Location 660) was resumed for the purpose of public works – recreation ground, Sydney and Haynes Street, North Perth, by the City of Perth in 1945.

Subsequent to the City of Perth acquiring Lot 100, a brick and tile building was constructed on the land. A portion of this building was also constructed over Lot 9, as shown in the plan attached at **Attachment 1**. Since 1958 the building was leased to the Minister for Health (Dental Health Services WA) for the purpose of a dental health clinic. A portion of the building was also used as a child health clinic.

A separate brick and tile building was also constructed on Lot 9 subsequent to 1945 and this building was leased to the Education Department and was used as the Kyilla Pre-Primary. The Kyilla Pre-Primary was relocated to the Kyilla Primary School in 2002 and the building and playground area on Lot 9 was subsequently leased to Kidz Galore Pty Ltd.

From 1986 the NPPG operated several playgroup sessions from the verandah of the child health clinic on Lot 100, with the children accessing the play area facing Haynes Street. There was no known formal arrangement to govern the NPPG's use of this portion of the land. In 1997 (OCM 12 May 1997, Item 11.1.11) the child health clinic was discontinued due to a decrease in numbers and the City entered into a licence with the NPPG in respect to the use of the portion of the building formally comprising the child health clinic (OCM 22 September 1997 Item 11.3.4). The initial licence was for a five year term, with further leases approved in subsequent years.

#### DETAILS:

The NPPG's current lease, dated 7 March 2014, commenced on 1 January 2014 and will expire on 31 December 2018. The key terms of the lease are as follows:

Term:	Five years;
Rent:	\$900* plus GST (indexed by CPI);
Permitted Use:	playgroup activities;
Rates & Taxes:	payable by lessee (including waste bins and rubbish removal);
Utilities:	payable by lessee;
Repairs & maintenance:	lessee must repair and maintain premises, including all fittings and fixtures, except if the damage is to plumbing / piping or electrical wiring and it is due to the component being at end of life;
Painting:	lessee is responsible to repaint the premises in the final two months of the Term (whether or not the Term is to be extended);
Insurance:	lessee must effect and maintain public liability insurance and pay the annual building insurance premium and any excess for a claim.

*\*GST was not applied to the initial \$900 rental fee, it has only been indexed by CPI. They are currently paying \$952.24 including GST.*

The NPPG by email dated 29 June 2018 advised the City that it would like to enter into a new lease of the building upon the expiry of the current lease.

At that time the NPPG were advised that Administration was awaiting the outcome of the Public Open Space (POS) Strategy, to determine the long term outcome for the land comprising lots 9 and 100.

The City's draft POS strategy identifies that:

- The level of POS provision is relatively low compared to surrounding local government areas with 3.37ha/1,000 population compared to Stirling with 4.38ha/1,000 population and Cambridge 7.54ha/1,000 population; and
- Should no additional POS be provided there will be a gradual decline in provision which based on current population forecasts could equate to 2.98ha/1,000 population by 2036.

One of the actions proposed in the POS strategy to improve the level of POS provisions is to "*Repurpose City owned land as POS in strategic locations where gaps have been identified within the network.*"

Given the assessed shortfall in local open space in North Perth, this site has been identified as a prime site for repurposing.

Pending the preparation and adoption of an implementation plan to repurpose the site Administration is recommending a new short term lease, to align with the expiry of the Dental Health Services lease of the building at 31 Sydney Street (lease expires 30 June 2021). Administration is proposing that the new lease contain terms consistent with the current lease:

Term:	Two years six months, commencing 1 January 2019;
Rent:	\$952.24 including GST (indexed by CPI);
Permitted Use:	playgroup activities;
Rates & Taxes:	payable by lessee (including waste bins and rubbish removal);
Utilities:	payable by lessee;
Repairs & maintenance:	lessee must repair and maintain premises, including all fittings and fixtures, except if the damage is to plumbing / piping or electrical wiring and it is due to the component being at end of life;
Insurance:	lessee must effect and maintain public liability insurance and pay the annual building insurance premium and any excess for a claim;
Painting:	repainting is at the lessee's discretion.

### CONSULTATION/ADVERTISING:

NPPG have been kept informed throughout the process.

The City is not required to comply with the public notice requirements set out in section 3.58 of the *Local Government Act 1995*.

### LEGAL/POLICY:

*Local Government Act 1995* section 3.58 - Disposing of Property, provides that, at sub section (2), a local government can only dispose of property (which includes to lease) to:

- “(a) *the highest bidder at public auction; or*
- (b) *the person who at a public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”*

A local government can also dispose of property by complying with sub section (3), if, before agreeing to dispose of the property –

- “(a) *it gives local public notice of the proposed disposition –*
  - (i) *describing the property concerned; and*
  - (ii) *giving details of the proposed disposition; and*
  - (iii) *inviting submissions to be made to the local government before the date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.”*

If complying with sub section (3), the details required to satisfy sub section (3)(a)(ii) include –

- “(a) *the names of all parties concerned; and*
- (b) *the consideration to be received by the local government for the disposition; and*
- (c) *the market value of the disposition –*
  - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
  - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.”*

Section 3.58(5) provides that section 3.58 does not apply to certain types of dispositions, including dispositions which are provided by the *Local Government (Functions and General) Regulations 1996* to be exempt. Regulation 30 provides a range of dispositions that are exempt from the application of section 3.58 of the Act, including dispositions to:

- “(b) A body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.”*

As the proposed disposition is to an incorporated body which has charitable objectives the City would not be required to comply with section 3.58.

**RISK MANAGEMENT IMPLICATIONS:**

Low: The NPPG has demonstrated its capacity to manage the lease of the building since 2014. Entering into a short term lease would ensure the City has the flexibility to implement the recommendations of the Public Open Space Strategy and provides sufficient certainty for the NPPG.

**STRATEGIC IMPLICATIONS:**

This recommendation supports the outcomes we are working towards in the City’s 2018 - 2028 Strategic Community Plan, specifically:

*Connected Community*

- *We have enhanced opportunities for our community to build relationships and connections with each other and the City; and*
- *Our community facilities and spaces are well known and well used.*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

The City would continue to receive an income of \$952.24 (indexed by CPI) from NPPG for the duration of the lease term.

**COMMENTS:**

Provision of a short term lease provides the NPPG with sufficient security of tenure to continue to operate its service. It would also allow the City to appropriately plan for the future use of lots 9 and 100 in accordance with the POS strategy recommendations.









## 12 COMMUNITY ENGAGEMENT

### 12.1 DRAFT BANKS RESERVE MASTER PLAN - PUBLIC COMMENT FEEDBACK

TRIM Ref: D18/164486

Author: Philippa Baker, Community Projects Officer

Authoriser: Michael Quirk, Director Community Engagement

Attachments: 1. Banks Reserve Master Plan [!\[\]\(003082e50e3009141f59bd5df831749f\_img.jpg\)](#) [!\[\]\(f439ede8735757e3190eab35e168f1de\_img.jpg\)](#)  
2. Banks Reserve Master Plan Design Guidelines [!\[\]\(f5c165e0bd35116675db6686a30b1fea\_img.jpg\)](#) [!\[\]\(8eeb5cc52b4d0f9a4ccc73b2d771855c\_img.jpg\)](#)

#### RECOMMENDATION:

That the Council:

1. **NOTES** the public comment submissions received in relation to the draft Banks Reserve Master Plan;
2. **ADOPTS** the Banks Reserve Master Plan and associated Design Guidelines as shown in Attachments 1 and 2; and
3. **AUTHORISES** Administration to consult with the Whadjuk Working Party and other relevant stakeholders regarding the potential renaming of Banks Reserve in accordance with the Policies and Standards for Geographical Naming in Western Australia.

#### PURPOSE OF REPORT:

To consider submissions received during the recent public comment period on the Draft Banks Reserve Master Plan, and to seek Council adoption of the Plan (**Attachments 1 & 2**).

#### BACKGROUND:

At the Ordinary Council Meeting on 13 November 2018, it was resolved that Council:

- “1. *RECEIVES* the draft Banks Reserve Master Plan and associated Design Guidelines;
2. *AUTHORISES* the Chief Executive Officer to advertise the draft Banks Reserve Master Plan for public comment for a period of 14 days inviting written submissions in accordance with the City’s Policy No. 4.1.5 – Community Consultation;
3. *NOTES* that a further report will be submitted to the Ordinary Council Meeting in December 2018 in regard to any written submissions received during the public comment period; and
4. *NOTES* that Administration will again consult with the Whadjuk Working Party during the public comment period to obtain their feedback on the draft Banks Reserve Master Plan.”

#### DETAILS:

In accordance with Council’s resolution, the Draft Banks Reserve Master Plan was advertised for public comment for a period of 14 days between 14 November and 28 November 2018. The following consultation methods were utilised to raise community awareness during the public comment period:

- Project page and online survey on the City’s Engagement HQ portal
- Posts on the City’s social media channels
- Public Notice in The Guardian and Perth Voice local newspapers
- Direct emails to previous survey respondents, Project Reference Group and other stakeholders consulted during preparation of the Master Plan
- Public Notices on the digital screens at the City’s Administration & Civic Centre, Beatty Park Leisure Centre and Vincent Library & Local History Centre
- Postcards delivered to all residents located within a 400 metre radius of Banks Reserve

- Onsite signage at Banks Reserve
- Notice in the City's November 2018 e-Newsletter

During the public comment period there were 393 visitations to the Banks Reserve Master Plan project page on the Engagement HQ portal with 159 people downloading the Draft Master Plan and 76 people visiting the online survey page. 35 submissions were received during the public comment period with 23 in support of the Draft Master Plan, nine being opposed to the Draft Master Plan, and three being unsure. Throughout the entire duration of the project there were 868 visitations to the Banks Reserve Master Plan project page on the Engagement HQ portal.

Upon reviewing the public comments received within the context of planning and consultation processes that informed development of the Draft Master Plan Administration is not proposing any amendments. Although several comments received will be relevant during Master Plan implementation and have been listed for further consideration.

### CONSULTATION/ADVERTISING:

A summary of the key feedback within these public comment submissions relating to each of the Master Plan zones is provided below:

BANKS PLAZA		
	Comments Received	Administration Response
1.	<p>Keep the existing hall or a new enclosed structure that could be used all year round and for a wider range of activities than the Plaza. There is plenty of open space at the Reserve for people to interact already. There are too few community halls as it stands. An unnecessary addition that will create a harsh unnatural zone.</p> <p>Toilet facilities should be updated.</p> <p>The proposed car park does not align with the objective retain and maintain natural features of the sign or the use of subtle design features.</p>	<p>The existing community facility is nearing the end of its useful asset life and no longer compliant with accessibility requirements or building standards.</p> <p>The Plaza is intended to facilitate improved activation including events, pop-up vendors and informal recreation. This partially sheltered space will be sympathetically designed to allow flexible use by the community.</p> <p>The proposed future car park remains subject to further feasibility and business case investigations.</p>
2.	<p>More seating and BBQ's as well as a parenting facility within the toilet and outdoor shower are required. Improvements to picnic tables and shade are required.</p> <p>More areas for family gatherings are supported.</p>	<p>The Master Plan proposes additional seating, BBQ amenities, new toilet facility, and improved shade within the Plaza area. The proposal for an outdoor shower can be considered during detailed design of the proposed toilet facility/kayak storage area.</p>
3.	<p>Install a small ferry capable jetty installed here for future usage given the proximity to Optus Stadium and Claisebrook.</p> <p>The impact of beach erosion will need to be considered should river access by kayakers increase.</p>	<p>Both the Plaza and Boardwalk zones have incorporated opportunities to better access, interact with and view the Swan River. Administration and the Project Reference Group identified these access options as less intrusive than a formal jetty.</p> <p>Consultation with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the detailed design phase will ensure necessary consideration and mitigation of any erosion implications.</p>
4.	<p>Concerned about the lighting level as this should be sensitive especially at night as it will affect both fauna and local residents.</p> <p>It is not in the interests of the Reserve to provide such lighting as it will only encourage anti-social behaviour. If lighting is upgraded it should be turned off by 8pm at night.</p>	<p>Throughout the Master Plan development and consultation process the safety of park users was highlighted as a concern, and provided the basis for improved lighting.</p> <p>Consultation with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the detailed design</p>

BANKS PLAZA		
	Comments Received	Administration Response
	Lighting along the dual use path to Summers Street is appropriate.	phase will ensure necessary consideration and mitigation of any unintended fauna impacts.  Lighting times can be managed to balance any adverse impacts for adjacent residents.
5.	Pop up container cafe looks rather small for the expected higher volume of people. A proper café or kiosk should be considered.  Seating, umbrellas and shelter is required.	The proposed pop-up café has been identified as the most viable option which subject to commercial analysis may lead to a more permanent style facility in the future.  The Master Plan proposes additional seating and improved shade within the Plaza area.
6.	Duck faeces will need to be regularly removed from the hardstand and decking areas.	Noted. Effective asset management and maintenance of the Reserve remains an important City responsibility.
7.	Not supportive of the proposed parking changes. Provide access for deliveries and ACROD permit holders but keep other motorists out.  Local people should be encouraged to walk to the park and non-locals have access to public transport options.	Development of the Plaza area, including removal of the existing community pavilion, will provide the opportunity to realign the car parking bays and improve both safety and accessibility.  The Master Plan focuses on improving existing car parking rather than significantly increasing car parking. As a 'neighbourhood' public open space it is agreed that walking and cycling access should be promoted.
8.	Do not support decking area, prefer existing grass. This will introduce a trip/slip hazard, detract from the natural atmosphere, and increase maintenance and cleaning costs.	The portion of the Plaza area with proposed decking has somewhat limited area grass growth as it is underneath large trees. The decking will allow the space to be better utilised while maximising the shade provided by the trees.
9.	Doubtful that kayak storage area will be used given the risk to damage to equipment and ease of transporting equipment. Unless a club is involved kayak storage is unlikely to be used. Will there be a fee for kayak storage? Object to money being spent for the benefit of a small number of people.  Kayaks and canoes mostly enter the river from the Summers Street end.  Do like the concept of the Banks Plaza upgrade.	The proposed kayak storage has been included in the Master Plan based upon consultation with a local paddling club who currently use the Reserve. It is anticipated that the storage area will assist with growth of the club and opportunities for the wider community to engage in this recreational activity. The club will be required to enter into a licence agreement with associated costs.
10.	Too close to residential dwellings, move to Summer Street end.	The proposed Plaza area has been proposed where the existing community pavilion is located. Relocation to the Summers Street end of the Reserve is not practicable given the existing vegetation, and is not consistent with consultation inputs during preparation of the Master Plan.
11.	Pop-up café is not required as people bring their own food and drink. This would not be viable except when there is an event/function at the Reserve.  Improved drainage in the car park is required.	The pop-up café has been proposed to determine viability at this Reserve.  Any drainage issues will be dealt with during the Plaza detailed design and construction phases.
12.	Not sure why the existing toilets would be demolished as a priority when the rest of the building is not proposed for immediate demolition.	The poor condition and need to upgrade the toilets was identified as a high priority due to both safety and amenity concerns. A contemporary, modular toilet is proposed until

BANKS PLAZA		
	Comments Received	Administration Response
		construction of the new toilet facility is completed.

BANKS PROMENADE		
	Comments Received	Administration Response
13.	Ok if regenerated area left alone.	The Master Plan aims to maintain the natural environment while improving opportunities to access and interact with the river. Revegetated areas will be maintained where possible with additional plantings to replace any lost vegetation through the establishment of the boardwalk.  Consultation with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the detailed design phase will ensure effective management of vegetation.
14.	Support in general but unsure of the need for a 4-metre wide path, and it is doubtful that the path can be widened without damaging the roots of mature trees.  Love the idea of getting more vegetation along the path.	The proposed widening of the path to 4 metres is to comply with Department of Transport standards as the path is classified as a Recreational Shared Path. This will assist with reducing conflicts between cyclists and pedestrians which was highlighted throughout the community consultation process.
15.	This will be a welcome improvement. Please ensure that the revegetation is no higher than half a metre as this will allow for river glimpses across the Reserve.  Planting vegetation along the side of the path will increase congestion as at present people can move off the path onto the grass.	The low-level vegetation is proposed as a physical barrier to reduce conflict between dogs, cyclists and pedestrians while ensuring that sight lines and river views can still be achieved.
16.	The rumble zones may not be aggressive enough to slow cyclists so speed humps may need to be investigated.  Cyclists do not have time to read signage when passing, however techniques are required to ensure they are aware when entering this shared space.	As the path is highly utilised by cyclists, and such activity is encouraged, the use of speed humps is not the preferred method to reduce speeds. Path markings and rumble strips will indicate the area is a shared space, and low level vegetation along the path will reduce crossing points and conflict zones. This will allow cyclists to move through the Reserve while improving awareness of pedestrian activity.

BANKS ACTIVE ZONE		
	Comments Received	Administration Response
17.	Seating options and contained areas for families/children, including BBQ's, are required.  The mini court and playground should be fenced so that dog owners can still exercise dogs without disturbing activity.  The curved wall bench seating is not necessary. Individual bench seats would be a less obtrusive and a cheaper option.	Amenities for families and children are proposed within the Active Zone. As Banks Reserve is an approved dog exercise area the upgraded playground will be fenced.  The curved seating has been included to provide both a functional element and a barrier between other Reserve activities. The design and cost of these elements will be further investigated during the Active Zone detailed design phase.
18.	Would like to see nature play areas like Braithwaite Park in Mount Hawthorn with wooden structures, no plastic elements, water play etc.	The Master Plan Design Guidelines dictate that natural elements are to be utilised within the upgraded playground.

BANKS ACTIVE ZONE		
	Comments Received	Administration Response
	Ensure that swings are provided and retain the roundabout as these are well used.	Specific play elements will be identified through the Active Zone detailed design phase.
19.	Although there is a mention of the very popular dog exercise area there are no attempts to provide a specific area of interest to dogs such as sand for digging.	<p>The need for dog specific elements was not identified during Master Plan consultation with feedback primarily relating to minimising conflict between dogs, pedestrians and cyclists.</p> <p>The broader Dog Exercise Strategy/Policy as identified within the Draft Public Open Space Strategy will better inform the provision of such amenities throughout Vincent.</p>
20.	Support in general but why there is no outdoor exercise equipment. The existing equipment provides little benefit but upgraded equipment would be highly utilised.	<p>Upon investigating the quality, capital and maintenance costs, and relatively low usage of outdoor exercise equipment it was decided not include any upgrades within the Master Plan.</p> <p>As an alternative, other recreational opportunities including the mini court are proposed within the Active Zone.</p>
21.	<p>The oval path will provide an area for riding of bikes and scooters that will create conflict with dogs/dog owners.</p> <p>Adequate east west access across the site is already provided. The concrete pathway will only cause additional heat areas, reduces park usage for sporting activities and dog walking/play areas.</p> <p>The oval path reduces the size of the oval – high cost for no gain. It will interfere with the use of the goal posts and people running up and down the Reserve slope.</p> <p>The path would diminish the serviceable area of grass and dissect the park from its bushland fringe. The Reserve is not large enough for this to be practical.</p> <p>There are drainage issues on the oval.</p> <p>Landscaping in general terms is supported with grass surfaces being managed to a higher horticultural and drainage standard.</p>	<p>The proposed oval path within the Active Zone is compacted limestone and purposefully designed for walking. The path directly responds to community feedback regarding conflict between pedestrian and cyclists, and the need for a pedestrian only option.</p> <p>The primary purpose of the path is a recreational circuit for pedestrians that links to the Banks Boardwalk.</p> <p>A large, open grassed area has been retained to enable passive, unstructured recreation activities and dog exercise.</p> <p>The area identified as being prone to flooding and poor drainage has been identified for eco-zoning.</p>
22.	<p>There is no mention of an off leash dog walking and play area. This is currently a major use pattern of the oval and we are disappointed that there has been no allowance made for dog owners to exercise their dogs.</p> <p>I note that there is no specific acknowledgement that Banks Reserve is a dog off lead park. It is important that it remain such.</p> <p>This park is widely known as a dog exercise park. It is regularly used by hundreds of dog owners both local and visitors.</p>	<p>Banks Reserve will be maintained as a dog exercise area. The need for dog specific elements was not identified during Master Plan consultation with feedback primarily relating to minimising conflict between dogs, pedestrians and cyclists.</p> <p>The broader Dog Exercise Strategy/Policy as identified within the Draft Public Open Space Strategy will better inform the provision of such amenities throughout Vincent.</p>
23.	The removal of cricket nets and replacement with a basketball court will disadvantage children	A basketball court already exists at Banks Reserve and the Master Plan identifies the

BANKS ACTIVE ZONE		
	Comments Received	Administration Response
	<p>in the area. There is a full sized basketball court in Claisebrook Cove.</p> <p>Tennis hit-up wall and volleyball posts should be included in the active recreation spaces. The current basketball facility for shooting hoops is popular with children of all ages as it is not at full height.</p> <p>The intensity and space required for the Active Zone is of concern. There is limited space in this location for the basketball court. Please limit hard surfaces which may have a negative impact on tree roots.</p>	<p>opportunity to convert this to a multi-purpose court that can accommodate a broader range of recreational activities.</p> <p>The recently completed Public Open Space Strategy has identified a significant gap in the provision of recreational infrastructure for children and young people.</p>
24.	Access for food trucks and other vehicles for events appears restricted due to revegetation at Reserve entry points.	Specific vehicle access requirements will be further considered and refined during the Active Zone and Banks Plaza detailed design phase.
25.	<p>The impact of 8,600 people from events is grossly exaggerated as most of the Optus Stadium users travel directly from the Windan Bridge to East Perth Station or up Summers Street.</p> <p>Very few people will use the path to cross the Reserve when they can walk diagonally.</p>	The pedestrian statistics have been sourced from the Public Transport Authority, and it is acknowledged that many of these pedestrians will not necessarily access Banks Reserve. Although there remains an opportunity to provide pop-up activities on Optus Stadium event days to activate the Reserve.
26.	<p>Remove the fire pit as it will only encourage anti-social behaviour late at night. Preference would be for BBQ and seating area.</p> <p>The fire pit is a vandalism risk and the obscured area outweighs benefits. It presents a fire risk to the adjacent rubberized play area and natural foliage.</p> <p>Fire pit is a waste of space. They are banned for safety reasons.</p>	<p>Administration investigated designs that allow the fire pit to be effectively managed and locked when not in use prior to inclusion within the Master Plan.</p> <p>The fire pit location was incorporated into the amphitheatre area in order to facilitate cultural activities and events at the Reserve</p>

WALTERS BROOK		
	Comments Received	Administration Response
27.	<p>More proposed desecration of a renewed natural environment that has been beautifully enhanced by recent planting.</p> <p>The bridge structure is unnecessary, a waste of money, and would break up the replanted natural vegetation around the brook. The peaceful seclusion would be lost as with the bridge the brook becomes an annex of the car park.</p> <p>The Walter's Brook crossing is unnecessary and will damage the regenerated vegetation.</p>	<p>The new crossing point at Walter's Brook is proposed to alleviate the current bottleneck at the existing crossing, and provide a connection between the Banks Plaza and Banks Active Zone.</p> <p>A number of safety concerns associated with toilet access and poor sight lines were highlighted during Master Plan consultation. The bridge will assist with addressing these issues.</p> <p>Consultation with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the detailed design phase will ensure necessary consideration and mitigation of any flora and fauna impacts.</p>

BANKS BOARDWALK		
	Comments Received	Administration Response
28.	<p>Will damage the regenerated vegetation that has taken years to grow.</p> <p>Preservation of the riverine environment is important to limit disturbance to flora and fauna. The length of boardwalk along the foreshore will be invasive.</p> <p>The boardwalk will encourage people going to the foreshore but some areas along the foreshore could be protected for water birds and other native fauna, minimising potential impacts from human usage.</p> <p>Improved river views are unnecessary as the path along the river gives plenty of river views. Consideration must be given to wildlife.</p>	<p>The Master Plan aims to strike a balance between protecting vegetation while providing improved access and interaction with the river.</p> <p>Community feedback received during preparation of the Master Plan identified the riverside location and features to enhance interaction with river as major opportunity.</p> <p>Consultation with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the detailed design phase will ensure necessary consideration and mitigation of any flora and fauna impacts.</p>
29.	<p>Areas to easily launch kayaks, stand-up paddleboards etc. and more areas for picnics where children can access the river are supported.</p> <p>There is no specific mention of river access via a sandy beach so that kids/dogs can play.</p>	<p>The small, existing beach area on the foreshore is to be retained, and both the Banks Plaza and Boardwalk Zones aim to enhance accessibility to the river. Additional amenities for families and children are also proposed within the Banks Plaza and Active Zones.</p>
30.	<p>Concerned about the boardwalk surface as the steel mentioned will have holes which may negatively impact dog claws and paws.</p>	<p>The boardwalk remains subject to a detailed design phase, and this concern has been noted for consideration given that Banks Reserve is a designated dog exercise area.</p>
31.	<p>Due to the number of people that fish here another extension to the river from the centre/crossing point of 'the bow' is preferable. By providing fishing spots it encourages people to look after the river.</p>	<p>This opportunity has not yet been captured within the Master Plan but aligns with the intent to improve access and interaction with the river. This concept will be further investigated with the Department of Biodiversity, Conservation and Attractions (River and Estuaries Division) during the Banks Boardwalk detailed design phase.</p>
32.	<p>Supportive of the boardwalk if people can walk through the area without compacting the ground.</p> <p>Existing amenity should still be maintained for cyclists.</p> <p>Pedestrians and bikes should be separated like in South Perth and Victoria Park. These arrangements work really well and there is nothing like that north of the river.</p>	<p>Multiple options to manage conflict between pedestrians and cyclists have been investigated during preparation of the Master Plan, including advice from the Department of Transport.</p> <p>Key design elements and options for the boardwalk and paths will be further investigated through the detailed design phase upon adoption of the Master Plan.</p>

OVAL AND BANK		
	Comments Received	Administration Response
33.	<p>Not planting out the bank area and along Joel Terrace seems a missed opportunity to replace the existing ugly fence.</p>	<p>During preparation of the Master Plan local residents identified the importance of keeping the top of the Reserve open to improve passive surveillance.</p>
34.	<p>Soccer and/or football goals posts should be installed.</p>	<p>The soccer goal will be retained. Further sporting infrastructure has not been included in the Master Plan with a focus on spaces and amenities to support passive recreation activities.</p>
35.	<p>A set of stairs or path leading up to Westralia Street from the southern side of the bank to</p>	<p>Additional access points were investigated during preparation of the Master Plan, however the steep gradient would require a significant</p>



	provide access towards East Perth station should be included.	infrastructure solution. A pathway from Joel Terrace near the playground is preferred due to the more gradual incline.
36.	The soccer goals are well utilised but will be negatively impacted by the oval path. Barriers may be required so that cyclists, walkers and joggers are not hit with balls. The goals with the hill behind work well so the ball rolls back to you.	The soccer goal will be retained, however at the time of the oval path construction they may be relocated or redesigned if the current location causes conflict.

NEW FACILITY OPPORTUNITY		
	Comments Received	Administration Response
37.	<p>Unnecessary waste of money and will impact residents overlooking park.</p> <p>The new facility should not be on Joel Terrace. It would be better placed at the Summers Street end, as would the plaza. The location of the new facility will require more discussion with the community.</p> <p>The existing building should be retained and renovated as it has potential for use by a broad section of the community.</p> <p>Would rather keep the existing building as I am concerned that 'next steps' will not happen and we will have lost a facility that has the potential to be used for a variety of community purposes.</p> <p>Why demolish building (2021) prior to a new facility feasibility plan (2022) – refurbishment is preferred over replacement.</p> <p>There is no need for expansion of the pavilion facility as it is rarely used and there are other facilities not far away in the City of Vincent</p> <p>The existing facility is patronised by a Montessori playschool, yoga classes and other community meetings. It is a valued community facility.</p> <p>Contrary to the comments in the Master Plan the present facility is very well utilised. Small community halls unattached to religious institutions are rare in Vincent and need to be preserved.</p>	<p>The New Facility Opportunity remains subject to future feasibility and business case investigations, and envisaged to be a potential future stage of the Master Plan.</p> <p>Feedback received during preparation of the Master Plan highlighted that the current facility design, location and condition did not meet community needs. The building does not comply with current accessibility and compliance standards, and is nearing the end of its useful asset life.</p> <p>Facility usage statistics demonstrate limited utilisation.</p>
38.	<p>Great concept but am concerned about the extended car parking. Far better to have more parking on the Summer Street side of the Reserve rather than removing trees and having a car dominated entrance.</p> <p>There is a lot of public transport servicing the area so this should be encouraged rather than additional car parking areas. Mature trees should not be lost for additional car parking.</p> <p>More parking is not required. There is plenty of parking at both ends of the reserve and on Joel Terrace.</p>	<p>The New Facility Opportunity, including the associated car parking, remains subject to future feasibility and business case investigations, and envisaged to be a potential future stage of the Master Plan.</p> <p>The Master Plan focuses on improving existing car parking rather than significantly increasing car parking. As a 'neighbourhood' public open space it is agreed that walking and cycling access should be promoted.</p> <p>Feedback received during preparation of the Master Plan highlighted safety concerns, and provided the basis for improved lighting.</p>

NEW FACILITY OPPORTUNITY		
	Comments Received	Administration Response
	<p>Parking provision is currently is sufficient except for during major events.</p> <p>Additional parking and lighting on Joel Terrace will negatively impact adjacent residents. This will ruin the quiet, simple ambience now enjoyed by all visitors to the Reserve.</p> <p>High-level lighting will not discourage vandalism or any other criminal activity as those who are inclined to undertake anti-social behaviour would find it more convenient.</p>	<p>Lighting locations and times will consider the proximity of adjacent residences.</p>
39.	<p>Angled parking on the eastern side of Joel Terrace is not supported as it encroaches into the Reserve. I do not support this. The area is routinely used for commuter parking.</p>	<p>Any additional parking associated with the New Facility Opportunity is intended to be located on the edge of Reserve, including Joel Terrace, rather than within Reserve. On-street parking occupancy directly informs the need for any parking restrictions in response to commuter parking.</p>

GENERAL COMMENTS		
	Comments Received	Administration Response
40.	<p>The bulk of the works should be undertaken simultaneously as conducting works over several years will just prolong the inconvenience to users.</p> <p>The kayak storage and pop-up container café should be brought forward if possible.</p> <p>The first priority should be to replace the outdated building/toilets with a new building comprising a community hall, toilets and café. This should be located next to the Summers Street car park.</p> <p>The high priority implementation steps will not add much to the Reserve. It seems ridiculous to demolish the current hall and toilets before having funds to replace them with a new structure.</p>	<p>Master Plan implementation remains subject to consideration within the City's Annual Budget and Long Term Financial Plan. Implementation priorities have been determined based upon a combination of current asset condition, community priorities, and practical staging.</p>
41.	<p>Not sure how the Plan relates to Noongar history. The Reserve has always attracted Aboriginal people. There is a need to retain and strengthen that, and do our bit for reconciliation.</p>	<p>A comprehensive analysis of the Reserve has been undertaken to reaffirm its cultural significance, and directly inform the Master Plan elements. This has included consultation with Noongar Elders and the Whadjuk Working Party, and that dialogue will continue through the implementation phase.</p>
42.	<p>Allocate funds to upgrade the Summers Street jetty. It has always been well utilised and it's sad to see its degradation and closure.</p> <p>Funds could be better used for restoration of the two jetties within the Banks Precinct.</p>	<p>The jetty closure has strengthened the importance of providing opportunities for the community to interact with the river, and this is a key focus within the Master Plan. Reconstruction and reopening of the jetty remains subject to the City's annual budget review process, and consideration of community benefits.</p>
43.	<p>Do not change the name of the Reserve. People who live around the park should have some say on what it should be called.</p>	<p>Any renaming or co-naming of the Reserve will remain subject to a separate process as per the various policies and standards for geographical</p>

GENERAL COMMENTS		
	Comments Received	Administration Response
		naming in Western Australia. Community consultation is an essential part of that process.
44.	<p>Money would be better spent on finding a use for the East Perth Power Station.</p> <p>Should the Power Station be used for residential development it would be appropriate for the City of Vincent to advocate that some of the site be used for community space and public open space to reduce pressure on Banks Reserve.</p>	<p>The East Power Station site is controlled by the State Government. Both the Metropolitan Redevelopment Authority and Western Power were consulted during preparation of the Master Plan, and there are currently no confirmed development plans or timelines for the site.</p>
45.	<p>Money should not be allocated for a rehash of a park that local residents want to keep the same. A few upgrades are required but nobody wants to see this beautiful, natural park turned into an amusement/tourist drive in, drive out venue.</p> <p>There seems to be an opinion that the current Banks Reserve is underutilized and these new modifications will enhance and improve the reserve. As a daily user of the Reserve I am not of that opinion and feel efforts should be made to retain as much of the natural environment as possible.</p> <p>This park is beautiful and peaceful, and residents and visitors appreciate it for these attributes. There is no need to shrink the green space.</p> <p>The Plan appears too controlled resulting in very high maintenance costs for the City. Less is better. Trying to cram everything in would change the nature of the park.</p> <p>Councillors should visit the park to understand current use – it is a meeting place for those who often have very little social interaction.</p> <p>Banks Reserve is a unique place because of its simple, understated ambience that results from minimalist man-made structures and fantastic revegetation efforts that have rejuvenated the foreshore and the brook.</p> <p>The dog park is a magnet that brings a range of people together, from within and outside the Vincent community, and fosters these relationships. The proposed changes in the Master Plan will only damage not enhance the way the Reserve is used and loved by locals.</p>	<p>The Master Plan provides a coherent and coordinated vision to guide the future development and management of Banks Reserve. It has been prepared based upon the range of ideas, views and comments provided through community consultation.</p> <p>That consultation included surveys, workshops, pop-ups at community events, meetings with key stakeholder groups, onsite analysis of reserve usage, and site and cultural significance analysis. All feedback was considered and incorporated where possible and practical, however such projects always attract a wide range of views.</p>
46.	<p>The plan is silent as to the ongoing problem with traffic on Joel Terrace. The number of cars and speed of traffic must be addressed before increased use of Banks Reserve is encouraged.</p>	<p>The Master Plan focuses on improving existing car parking rather than significantly increasing car parking. As a 'neighbourhood' public open space it is agreed that walking and cycling access should be promoted.</p> <p>Traffic and car parking concerns have been noted and will be investigated further as part of the City's Integrated Transport Strategy in 2018/19 and 2019/20.</p>
47.	<p>The Plan does not fully support the 'Reconciliation Statement' made not that long</p>	<p>The Master Plan recognises that Banks Reserve is a significant site for Aboriginal people, and</p>

GENERAL COMMENTS		
	Comments Received	Administration Response
	ago and captured on a plaque in the park. The natural beauty was to be retained but the Plan includes significant hard landscape works	has consulted with noongar Elders and the Whadjuk Working Party.  The Master Plan aims to achieve improved amenity and functionality while retaining natural features and environmental assets.
48.	The Plan does not estimate operational costs after development and what kind of maintenance standard will be provided.	The City's Asset Management and Parks Teams have been involved throughout the Master Plan process. Maintenance implications and life-cycle costs will inform decision making during the subsequent detailed design phases.  It is acknowledged that effective asset management and maintenance of the Reserve remains an important City responsibility.
49.	More parking would be better along the switchyard off Summer Street.  The Summers Street Car Park is often flooded so should be a priority for drainage works and resurfacing.  Summers Street Car Park should be improved to reduce traffic into the park and maintain the concept of open space.	The Summer Street Car Park is essential to support Banks Reserve and the river foreshore generally. Upgrades have been identified as a high priority with funding included in the City's 2018/19 capital works budget.

### Whadjuk Working Party

Further consultation with the Whadjuk Working Party was an essential action during the public comment period. The Draft Banks Reserve Master Plan was presented to the Working Party on 21 November 2018. No major concerns or comments were put forward. The key outcome was that members of the Working Party expressed a desire to share stories and experiences of their time in the East Perth area. These stories will add significant value to the interpretive features and design elements at Banks Reserve, and Administration has committed to liaising with the Working Party to ensure this occurs. In addition, it was identified that the City must engage with the Working Party again prior to progressing any proposed renaming or co-naming of the Reserve.

### LEGAL/POLICY:

Policy No. 4.1.5 – Community Consultation.

### RISK MANAGEMENT IMPLICATIONS:

**Medium:** The Banks Reserve Master Plan has been prepared based on a comprehensive site planning and community consultation process. The recent public comment process has attracted a broad range of views and perspectives, both positive and negative, which now require consideration by both Council and Administration. While feedback from the public comment period has not led to any amendments to the Master Plan much of it remains valid and will be further assessed during the detail design phases that follow Council adoption.

### STRATEGIC IMPLICATIONS:

The Draft Banks Reserve Master Plan aligns with the following actions within the City's *Strategic Community Plan 2018-2028* as follows:

#### "Enhanced Environment"

*The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.*

Accessible City

*We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent*

Connected Community

*We are diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life*

Thriving Places

*Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy."*

**SUSTAINABILITY IMPLICATIONS:**

The Draft Banks Reserve Master Plan aligns with the City's *Sustainable Environment Strategy 2011-2016* as follows:

- "6. *Re-establish, conserve and enhance floral and faunal biodiversity, native vegetation, green spaces and green linkages within the City.*
- 6.3.1 *Continue to replant areas of City-owners land with local plant and tree species to increase food and habitat areas, including native fringing vegetation as faunal habitat areas.*
- 6.3.4 *Identify cultural ties between the indigenous flora/fauna and the local Aboriginal people, with a view to establishing indigenous cultural gardens.*
- 6.3.9 *Continue to ensure that information and signage incorporates information relating to the history, function and ecology of wetlands, as appropriate."*

**FINANCIAL/BUDGET IMPLICATIONS:**

The Master Plan includes proposed works and staged delivery over a number of financial years' subject to consideration within the annual budget process and the long-term financial plan, as follows:

Proposed Works	Financial Year	Estimated Cost (\$)
1. Summers Street car park upgrades	2018/19	120,000
2. Temporary Modus style toilets	2018/19	45,000
3. Wheelchair charging point	2018/19	10,000
4. Active Zone detailed design (including playground)	2018/19	30,000
5. Lighting upgrades	2018/19	70,000
6. Plaza and Boardwalk detailed design	2018/19	40,000
		<b>315,000</b>
7. Active Zone construction	2019/20	500,000
8. Boardwalk construction	2019/20	450,000
		<b>950,000</b>
9. Promenade upgrades	2020/21	150,000
10. Pavilion demolition	2020/21	50,000
11. Plaza construction	2020/21	430,000
12. Plaza lighting upgrades	2020/21	140,000
		<b>770,000</b>
13. Plaza Toilets, storage and pop-up café site preparation	2021/22	300,000
14. Active Zone oval path	2021/22	80,000
15. Walters Brook crossing	2021/22	70,000
		<b>450,000</b>
16. Community facility & car park extension	Future	2,500,000
		<b>2,500,000</b>

The total estimated cost for implementation of the Banks Reserve Master Plan is \$4,985,000 or \$2,485,000 excluding the new community facility, which remains subject to further feasibility and business case

development. It should be noted that the above order of magnitude cost estimates will be further refined through detailed design and procurement phases upon Master Plan implementation.

**COMMENTS:**

Banks Reserve is a highly valued public open space. This has been reaffirmed through the level of community engagement during preparation of the Master Plan and the range of feedback received during the recent public comment period. The Master Plan provides a coherent and coordinated vision to guide the future development and management of the Reserve, and implementation will ensure that community benefits from this high-quality natural asset are maximised.

Responses received throughout the public comment period were generally in support of the Master Plan although there were a number of submissions that were not supportive and/or raised concerns regarding specific elements. Many of these concerns will be considered and addressed through the detailed design phase for each Master Plan element. Other specific concerns have been comprehensively reviewed by Administration, and when balanced with key project findings and community feedback received during preparation of the Master Plan, no amendments or changes are necessary.

On that basis, it is recommended that Council adopt the Draft Banks Reserve Master Plan and Design Guidelines as shown in **Attachments 1 and 2**. While the Master Plan includes advice on the potential renaming or co-naming of Banks Reserve this still requires further analysis, dialogue with the Whadjuk Working Party, and consultation with the local community. It is recommended that Council authorise Administration to progress potential renaming or co-naming in accordance with the Policies and Standards for Geographical Naming in Western Australia, and Council Policy No. 4.1.18 – Naming of City Facilities, Streets, Parks, Reserves and Buildings.









Prepared for:  
The City of Vincent  
Contact: Wayne Grimes  
Position: Senior Community Projects Officer  
Phone: 92736011  
Email: Wayne.Grimes@vincent.vic.gov.au

Table 1. Edition Details

PROJECT NAME	
Title	Banks Reserve Master Plan
Production Date	31/10/2018
Prepared By	JDLA
Author	Pierre Quesnel & Theo Valentine
Status	DRAFT
UDLA Project Code	VINBMP

Table 1. Document Register

Document Register			
Version	Date	Amendments	Prepared By
A	8/06/2018	Preliminary Draft - Work in progress	PQ + TV
B	14/06/2018	Draft Report	PQ + TV
C	25/06/2018	Draft Report First Revision	PQ + TV
D	06/07/2018	Draft Report Second Revision	PQ + TV
E	19/10/2018	Final Report Second Revision	TV
F	26/10/2018	Final Report Third Revision	TV
G	31/10/2018	Final Report Fourth Revision	TV



Image 1. Group walking on foreshore path to fish at the beach area, Banks Reserve , Source: UDLA (Left)  
Image 2. Banks Reserve foreshore, Source: City of Vincent (Cover)







Image 3 - Banks Reserve - UDLA

## EXECUTIVE SUMMARY

Aligning with City of Vincent strategic objectives the Banks Reserve Master Plan provides a coherent and coordinated vision to guide the future development and management of Banks Reserve. Implementation of this Master Plan will ensure the potential benefits from this high-quality community asset are maximised and that it positively influences a broad range of the current and future City of Vincent community members.

The project team, together with the City of Vincent facilitated a community engagement process. The final component of which was a collaborative design process with a Community and Stakeholder Reference Group to develop a Master Plan which responds to the needs of community and key stakeholders.

The resulting Master Plan:

- Supports the objectives and strives to achieve the priorities of the City of Vincent's Strategic Community Plan 2018-2028;
  - Priority 1: Enhanced Environment
  - Priority 2: Accessible City
  - Priority 3: Connected Community
  - Priority 4: Thriving Places
  - Priority 5: Sensitive Design
  - Priority 6: Innovative & Accountable
- Recognises the cultural significance of the site to the Whadjuk people and the site's recent history as a place of reconciliation.

- Builds upon the existing qualities of the site improving access to and experience of these high-quality landscape attributes.
- Utilises the riverside location to enhance and improve the opportunities to access, interact with and view the Swan River.
- Improves the current access allowing equitable access to all proposed features and amenities.
- Facilitates a diverse activation program comprising events, pop-up vendors etc.
- Increases and diversifies opportunities for informal active recreation.
- Improves the conflict issues with the dual use path reinventing it as the "Banks Promenade" a wider path with a surface suitable for sharing and lined with low garden beds to create separation from the oval area.
- Retains the natural character of the reserve and preserves the large open lawn areas popular for recreational use.
- Proposes additional revegetation areas to continue the intent of recent environmental projects.
- Improves opportunities for interaction with nature via boardwalks allowing access along the revegetated foreshore.
- Improves and increases the parking capacity with minimal influence on the character and function of the reserve.
- Proposes an upgrade of the play space and active sports area that is coordinated with other amenities and connections across the site.
- Proposes a replacement of the problematic Banks Pavilion building with a partially covered, plaza space that allows a flexible range of activity and functions that can be utilised by the wider community.
- Provides the option for incremental implementation and allows the feasibility of a proposed new community / commercial facility (stage 2) to be explored prior to pursuing implementation.
- Accommodates the reality that stage 2 may be a long-term proposition and therefore provides a coherent stage 1 plan that is suitable as a standalone master plan.
- Provides an order of magnitude estimate of costs for the implementation of the Master Plan.

The implementation of the Banks Reserve Master Plan will ensure this high-quality community asset realises its full potential and plays a key role as green infrastructure within the City of Vincent.





Image 4. Banks Foreshore - UD&A

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# 1.0 INTRODUCTION



Image 5: Walters Brook - UDLA



## 1.1 INTRODUCTION

UDLA were engaged by the City of Vincent to develop an integrated Master Plan that outlines a clear coordinated direction for improvements to Banks Reserve and the adjacent foreshore area.

The process of developing the Banks Reserve Master Plan involved multiple community engagement methods, as well as comprehensive analysis. This formed a base of knowledge from which a design process, that included the community and stakeholders at each stage, could be delivered. A final Master Plan is a representation of the coordinated aspirations of the community, the City of Vincent and stakeholders.

Key project objectives/outcomes from the Council Workshops<sup>1</sup> include:

- Retain and maintain natural features of the site and use subtle design features
- Acknowledge the cultural significance of the site to Aboriginal people
- Opportunity for a cafe/commercial building with community benefits
- Improve car parking without impacting the rest of the site
- Coordinate the master plan with any medium to long term plans for the Old East Perth Power Station site and surrounding development
- Support pop-up capabilities to maximise Optus Stadium foot traffic
- Parking restrictions, path improvements and parking improvements to consider Optus Stadium impacts

<sup>1</sup> Council Workshop held on 23 January 2018 and communicated on 9 February 2018

- Align with the Foreshore Restoration Project
- Imagine Vincent techniques should be used for community engagement and consultation
- Playground, lighting and toilets are the key short-term deliverables

The Master Plan also includes improvements to

- Interaction with the Swan River
- Play space
- Active recreation opportunities
- Equitable access
- Safety (CPTED)
- Environmental outcomes
- Commercial opportunities
- Community facilities

Whilst a much loved community asset, Banks Reserve requires careful planning with strong community involvement to address key current and foreseen future issues.

The Master Plan aims to maximise the positive influence that Banks Reserve can have on the lives of members of the Vincent community and beyond.

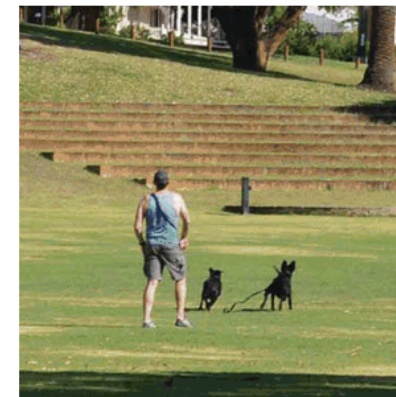


Image 6. Various images of Banks Reserve - UDLA





Image 7. Banks Reserve - UDLA



## 1.2 THE PROJECT

The Banks Reserve Master Plan project was initiated as per the City of Vincent Strategic Plan 2013-2017, items 1.1.6 Enhance and maintain the City's parks, landscaping and the natural environment, specifically item (D) Prepare a Master Plan for land adjoining the Swan River, Banks Reserve and Walters Brook.

The site is located on the Mount Lawley, East Perth boundary and according to the City's Local Planning Scheme (LPS) is central Public Open Space (POS) to the planned East Perth Power Station Growth Area which indicates significantly increased residential density adjacent the site.

Further to this, current pedestrian access for the Perth Stadium estimates that 7,500 people will arrive by train at East Perth Station and another 1,100 will park at the East Perth station car park on event days. This provides a possible 8,600 people potentially moving through the site to access the stadium on event days.

This combination of increased residential density and sporadic peaks in visitor use during times the stadium is in event mode indicates that Banks Reserve will become a key piece of 'Green Infrastructure' for the City of Vincent.

This Master Plan is intended to provide direction to the City of Vincent for the ongoing management and upgrade of the site to manage the changing dynamics

of the park.

UDLA has worked closely with City of Vincent staff to complete the following project stages from which the Master Plan Design Report is derived.

- One on one engagement sessions
- Park pop up engagement session
- Online survey
- Design Guidelines (Appendix A)
- Literature Review (Appendix B)
- Site Analysis (Appendix C)
- Audit of facilities and infrastructure (Appendix D)
- "A week in the life" park usage analysis (Appendix E)
- Master Plan Reverse Brief Document (Appendix F)
- Engagement and Communications Strategy (Appendix G)
- Collaborative design process with community and stakeholder reference group comprising (Appendix H - J):
  - Workshop 1: Opportunities and directions
  - Workshop 2: Concept scenarios
  - Workshop 3: Agreed direction
- Site Cultural Significance Analysis
  - Dialogue with Noel Nannup, (Appendix K)
  - Len Collard Literature Review - 'Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook)' 2018 (Appendix L)
  - RAPWG Consultation (October 2018)
  - Whadjuk Working Party Consultation (November 2017, May 2018 and November 2018)



Figure 1. Aerial photo of surrounding area at 1:10,000 (at A3)

SCALE: 1:10,000 AT A3



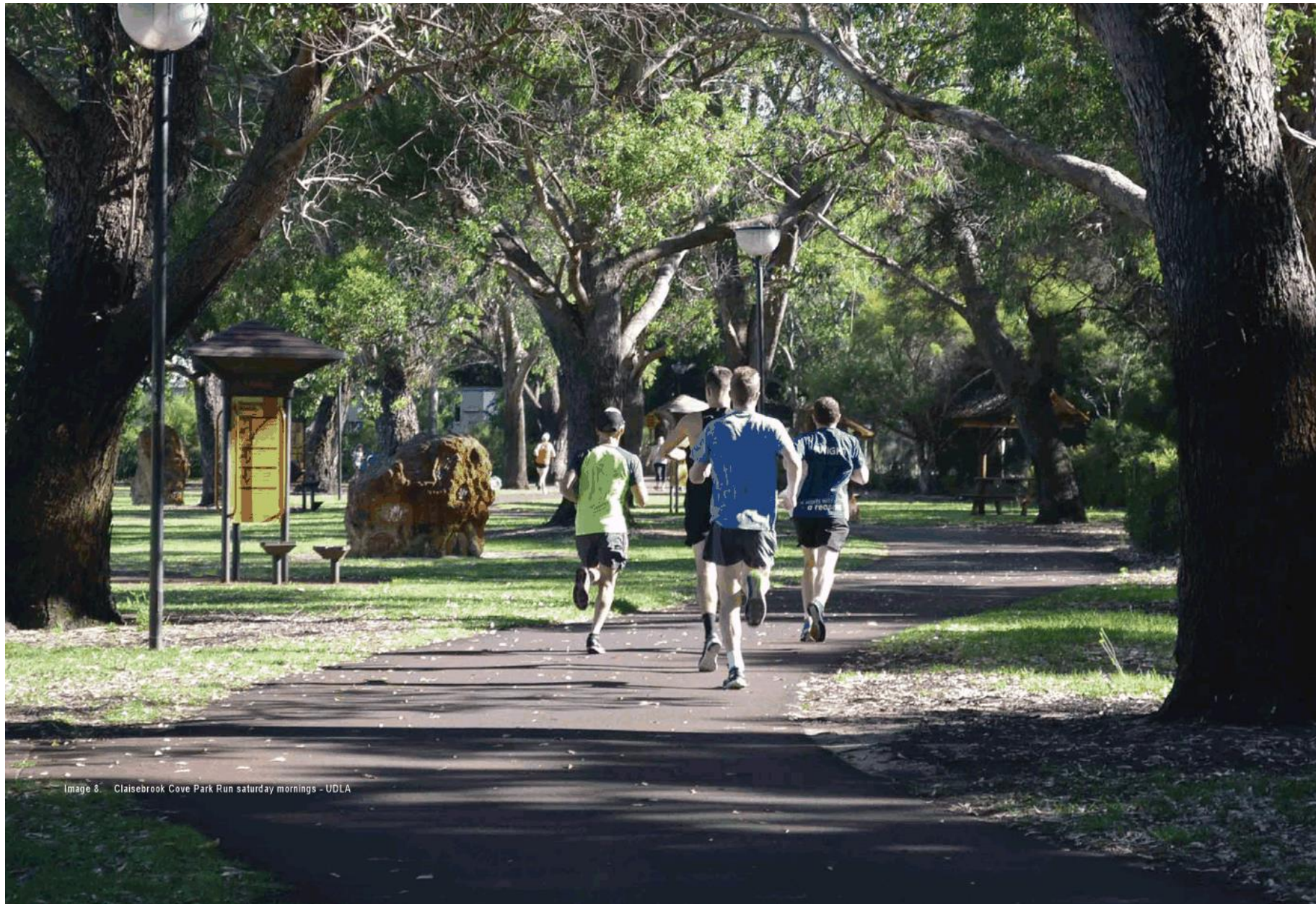


Image 8. Claisebrook Cove Park Run saturday mornings - UDLA



## 1.3 STRATEGIC & POLICY CONTEXT

The Enhancement of Banks Reserve contributes to the furthering of many City of Vincent strategic objectives.

The Banks Reserve Master Plan represents a formalisation of strategic objectives into a cohesive spatial plan suitable for staged implementation. A summary of the key documents that have informed this master plan include (refer Appendix A for the formal literature review) :

- City of Vincent Strategic Community Plan, 2013-2023 (2013)
- City of Vincent Strategic Community Plan, 2018-2028 (2018)
- The City of Vincent Sustainable Environment Strategy, 2011-2016 (2011)
- City of Vincent Reconciliation Action Plan, 2017-2018 (2017)
- City of Vincent Disability Access and Inclusion Plan, 2017-2022 (2017)
- City of Vincent Community Safety and Crime Prevention Plan, 2015-2018 (2015)
- City of Vincent Asset Management Plan (2013)
- City of Vincent Corporate Business Plan 2018/19-2021/22 (2018)
- City of Vincent, Vincent Vision 2024 (2005)
- City of Vincent, Greening Plan (2014)
- Fisher Research Aboriginal Heritage Protection: Heritage Survey - Banks Reserve (2006)
- State Planning Policy 2.10 Swan-Canning River System (2006)
- The City of Vincent Local Planning Scheme No.2
- City of Vincent Policy 3.8.12 Mobile Food Vendor, (2015)



**City of Vincent Strategic Priorities.**

These priorities are taken from the City of Vincent Strategic Community Plan, 2018-2028 (2018) and have been drawn from the feedback received from the City of Vincent community, reflecting their past, present and future. All priorities are equal and work in synergy with the others to deliver on the City of Vincents community's overall Vision.

**Priority 1: Enhanced Environment****Actions:**

- 1A. We will assess, maintain and increase our green spaces and park areas, including social infrastructure
- 1B. We will encourage and facilitate an increase in native flora planting and tree canopy

**Outcomes**

- 1.1 Our green spaces and natural areas are protected and enhanced
- 1.2 Our urban forest (tree canopy) is increased
- 1.3 An alternative power future and emerging technologies are supported

**Priority 2: Accessible City****Actions:**

- 2A. We will prioritise bicycle infrastructure on strategic corridors
- 2B. We will improve walking infrastructure and prioritise pedestrian safety

**Outcomes:**

- 2.1 Our pedestrian environments are connected and accessible

**Priority 3: Connected Community****Actions:**

- 3A. We will prioritise public art

**Outcomes:**

- 3.1 The diversity of our people and cultures is celebrated
- 3.2 Our rich arts and cultural heritage is promoted and supported
- 3.3 All members of our community are included & supported
- 3.4 Our community facilities are well used by many people in our community
- 3.5 Our relationship with the community is strong and constructive

**Priority 4: Thriving Places****Actions:**

- 4A. We will increase safety and security
- 4B. We will develop active and social spaces for young people of all ages
- 4C. We will ensure the ongoing maintenance of community assets

**Outcomes:**

- 4.1 The design of our places is focussed on the people who use them
- 4.2 Our urban environments are future thinking & innovative

**NOTE:** These priorities are taken from the City of Vincent Strategic Community Plan, 2018-2028 (2018)





Image 9: Summer Street car park - UDLA







## 2.1 THE SITE

Banks Reserve is located on the Swan River (Derbarl Yerrigan), approximately 2km north-west of the Perth CBD. The site is bounded by Joel Terrace to the west, Tony DiScerni Wetlands to the north and the East Perth Power Station to the south. Its foreshore location provides both active and passive access to the Swan River and is the only area in the City of Vincent with direct river access.

The 3.5ha site includes a steep grassed embankment which transitions to the river foreshore. A key feature of the site is the dual use path that extends north/south along the river and is highly utilised by recreational and active transport users. The park includes numerous active recreation facilities such as a single ring basketball area, playground, cricket nets and outdoor fitness stations, along with picnic seating and BBQs.

The site also includes a community building that provides both a venue hire function, storage facilities and public toilets.

### Statutory Planning Context:

The land comprising Banks Reserve is owned in fee simple by the City of Vincent and is known as Lot 500 on Plan 26933, and being the whole of the land comprised within Certificate of Title Volume 2213 Folio 600.

The land is reserved "parks and recreation" pursuant to the Metropolitan Region Scheme and is declared a Development Control Area under the Swan and Canning Rivers Management Act 2006, which means that any development will need to be in accordance with this Act and associated regulations, and may require the approval of the Department of Biodiversity, Conservation and Attractions.



Figure 2. Aerial photograph of Banks Reserve and immediate surrounds at 1:1000 (at A3)

N  
SCALE: 1:1000 AT A3

Banks Reserve is located in a highly urban area 2.5km from the Perth CBD. The reserve is in a foreshore location adjacent the East Perth Train Station and is the main public open space (POS) for residents east of the high volume East Parade and north of the Graham Farmer freeway and Windan Bridge.

The reserve is also located between the East Perth Train Station and the new Perth Stadium. It has been observed that a large number of users of the stadium pass through and near Banks Reserve prior to and after events.

High density urban growth areas are planned for sites in close proximity to the reserve which will increase the local population that will rely on Banks Reserve as their local green space.

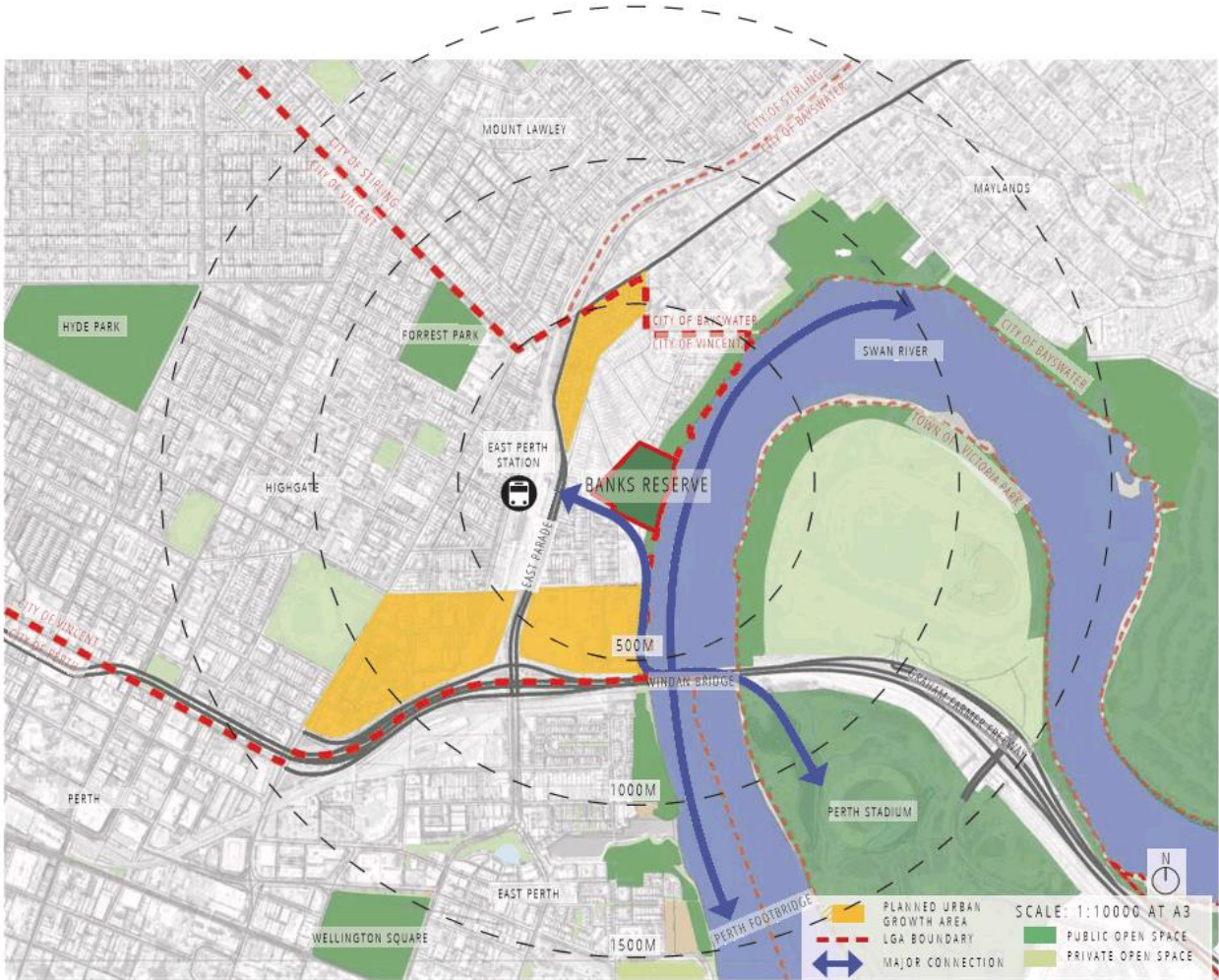


Figure 3. Map of surrounding area at 1:10,000 (at A3) representing showing context and distance to other public open space.



Banks Reserve is bordered by Joel Terrace to the west, East Perth Power Station and residential properties to the south, the Swan River to the east and the Tony Di Scerni Wetlands / residential properties to the north. Due to its surrounding context and level change between the park and its urban context Banks Reserve has a sense of isolation from the broader urban context. This provides an opportunity for the urban population to use Banks Reserve as a "green getaway" to have a more naturalistic recreational experience.

The dual use path running north / south along the reserve's eastern edge is a significant influence and the main route by which visitors enter and exit the reserve. Its close proximity to the Perth CBD, pleasant surrounds and shade make this pathway popular for both commuters and other high-speed cyclists along with leisurely slower paced cyclists. The dual use path is also popular for joggers and walkers due to its separation from traffic and idyllic shaded surrounds. The high usage of this path presents an opportunity to increase reserve amenity and attract users to spend a longer time within the reserve itself, activating and enlivening the reserve for longer periods of time. This could also present a commercial opportunity.

The new Perth Stadium could bring as many as 8600 pedestrians traveling through the site towards East Perth Station and the car park during large events<sup>1</sup>.

The reserve is very popular with dog owners and a strong community exists around this activity. Numerous clashes were observed between cyclists and dogs. Solutions to help alleviate this problem were explored throughout the Master Plan process.



Figure 5. Map of Banks Reserve showing main site influences area at 1:1000 (at A3)

Figure 4. Surrounding Context.

## 2.2 CULTURAL HERITAGE ANALYSIS



Figure 6. Map of Banks Reserve showing culturally significant areas at 1:1000 (at A3)

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*Banks Reserve has been a significant cultural place for Noongar people for many thousands of years. The City of Vincent acknowledges the Traditional Owners of the Land and Water, the Whadjuk Noongar people, and is committed to engaging and seeking the input of Noongar Elders and community members to ensure we move forward to greater reconciliation, and certify Aboriginal culture is given opportunity to further thrive in our society.*

As the Master Plan continues its progression towards implementation it is recommended that the communication with the Whadjuk Working Party continues as it is vital that Aboriginal culture and heritage remains highly regarded.

Two categories of consideration are required prior to the final design and implementation of any proposed actions.

### 1. Heritage preservation

Banks Reserve is within the boundaries of three registered Aboriginal heritage sites:

- Swan River (DAA ID 3536)
- East Perth Power Station (DIA ID 3767)
- Claisebrook Camp (DIA ID 3694)

A heritage survey was conducted in 2006 by Fisher Research and again in 2013 by Anthropos Australis. The latter was a component for the Section 18 approval process for the upgrade of Walter's Brook. The detailed design and implementation of the actions contained in this master plan will require a further approval process and close communication with

SWALSC and the Whadjuk Working Party.

### 2. Cultural Interpretation

Banks Reserve is considered by the City of Vincent as a key place of reconciliation for the City, and the reserve has hosted reconciliation ceremonies and events for the community over the years.

The inclusion of Aboriginal art and interpretive elements that can promote the cultural heritage significance of the site and continue its perpetual function as a place of reconciliation is considered an essential part of the re-development. Currently artworks commemorating reconciliation and Aboriginal cultural heritage are located between the oval and the dual use path and this Master Plan recommends and assumes the in-situ retention of the works.

Potential inclusions for cultural interpretation include:

- Mural / sculpture installation
- Inclusion of cultural art within landscape elements (eg. on painted hard surfaces or in shelter design)
- Signage explaining the cultural significance of the site and the Beeliar (river).
- Inclusion of an educational trail along the proposed boardwalk and reserve pathway.
- Planting of indigenous plants with signage including Aboriginal naming and traditional usage of the species.
- Inclusion of a firepit and yarning circle.



This Master Plan recommends close engagement with appropriate Whadjuk Noongar / Nyoongar representatives and artists during the detailed design and implementation of upgrade and development works.

The Banks Reserve area is considered by Noongar / Nyoongar people to be of high heritage significance for its spiritual, mythological and historical connections.<sup>1</sup>

#### Beeliar (Swan River ) & the Waugal.

The Beeliar is a place of great cultural significance. Whadjuk Noongar / Nyoongar people associate Beeliar as the home of the Waugal and Dreaming Stories.<sup>2</sup> The Waugal is the major spirit for Noongar / Nyoongar people and central to beliefs and customs, taking shape in the form of a snake or rainbow serpent. The Waugal is believed to be the giver of life, maintaining all fresh water sources. It was the Waugal that made Noongar / Nyoongar people custodians of the land.<sup>3</sup>

As the Waugal slithered across the land it's body formed the rivers and banks, "making its way down the river, creating the bends at Belmont and Maylands before emerging through the Narrows into Perth Water to create the large expanse of downstream water"<sup>4</sup>

Noongar / Nyoongar people would frequent the area hunting and gathering food and freshwater from the local spring. The Beeliar was a place (still is) the Noongar / Nyoongar people traversed often for hunting and gathering food, to collect freshwater from the nearby spring and other matters of

ceremonial and cultural importance.<sup>5</sup>

Vinnicombe and Bates both observe that the Waugal is also believed to have created permanent water sources at places where it rested, and a number of these locations subsequently became important centres for trade and exchange.

The Waugal not only created the Beeliar but also remains omnipresent within it – the flow of water is evidence of the Waugal's presence.

Whadjuk Noongar / Nyoongar people believe that if the Waugal is not respected or if its resting place is disturbed, all the water will dry up.<sup>6</sup>

#### Walters Brook

The Walters Brook site was a site of freshwater, which attracted people to camp nearby.

#### Claisebrook Camp & East Bridge Precinct

Claisebrook Camp was a camping ground between Windan Bridge which possibly extended all the way to East Perth Power Station. Claisebrook Camp is recorded as a camp and water source used from the late 1800s into the 1950s.

The "Claisebrook" camp of recent history was unlikely to enter within the Banks Reserve boundary, however as this camp represented a series of former camp-sites that existed pre colonisation , it is likely that Banks Reserve area was used as a camp at

some stage.<sup>7</sup>

Similarly, the East Bridge Precinct was a campsite for Aboriginal people from Yellagonga's time (1830s) up to the 1900s. It lies on either side of the former now Windan Bridge, bordering on Claisebrook Camp

Aboriginal consultants asked that the former camps here and at overlapping sites be protected by inclusion in designated public open space and recognised through public art or information (MacDonald et al. 1991).

<sup>7</sup> Dorich, Fisher & Cuthbert, Report on a Heritage survey of the proposed remediation of the Swan River

Whadjuk / Noongar / Nyoongar people acknowledge the importance and sacredness of the Beeliar – Swan River, the Dreaming stories and Dreaming tracks (Mythological) associated with the Waugal (Rainbow Serpent), the traditional Noongar / Nyoongar names of significant places and their meanings, ceremonial sites, places they can and can't go, the Noongar / Nyoongar seasons, the Noongar / Nyoongar runs/bidis, they know their camping grounds, locations of natural springs and waterholes.<sup>8</sup>

<sup>8</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018

*"Nguny might be bibbul koorliny - that means going south, where all the paper bark trees are, that mean bibbul. Paper bark trees they call them bibbul trees. Bibbul boorn. They tear all the paper bark off then they make a little mia mia out of it. A little round camp, they tear all the paper bark off with a wanna stick. The women used wanna sticks in those days. They tear off like an axe. They get all that bark out and jab through and tear it off. They were real good little camps; they never let the rain through. They know how to build it, same as you build your tin [hut]. A little round mia mia. They reckon, they kwop (good). Mia warra mia now. Houses no good. Wedjela making mia now koombar moort kaya - yes that means big family house, they're making all big flash places for their families. Ngulluk kura kura, nitcha ngulluk mia nyinalang - Kura kura - that means long time ago, here they were living in those little camps long ago."*

*Sites of Significance, City of Fremantle. Collard, Harben & Thompson*

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018

<sup>2</sup> Ibid

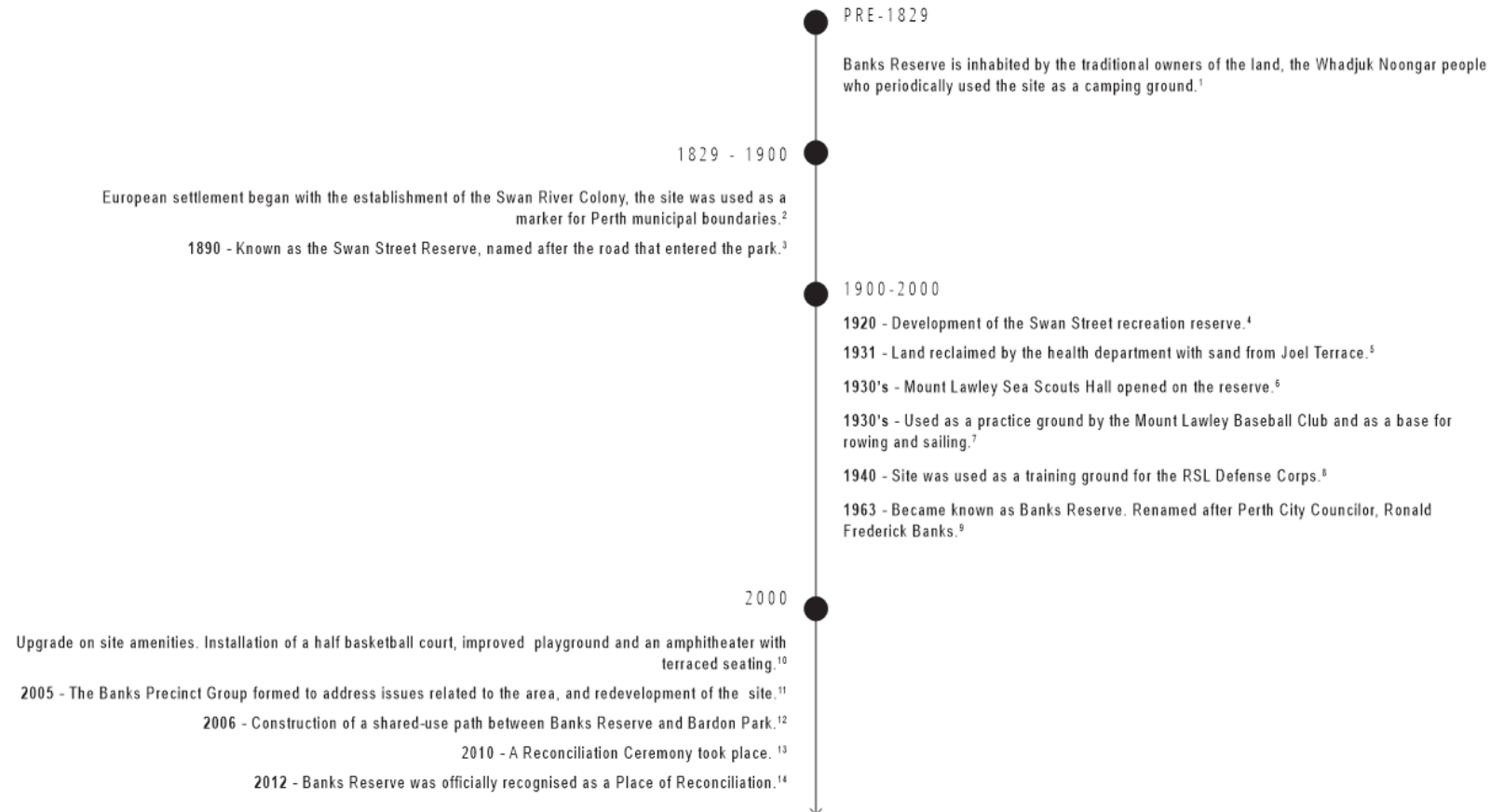
<sup>3</sup> <https://www.noongarculture.org.au/spirituality/>

<sup>4</sup> Australian Interaction Consultants (AIC) Report – City of Fremantle

<sup>5</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018

<sup>6</sup> Ibid

## RECENT TIMELINE OF BANKS RESERVE AREA



1: Report on an ethno-historical investigation into the Aboriginal heritage of the Town of Vincent, Rodney Harrison 2000

2: Brief history of Banks Reserve & name changes, City of Vincent, 2018

3-12: Ibid



Figure 7. Existing cultural artwork with small animal / dreaming story sculptures fixed into rock. Source: UDLA

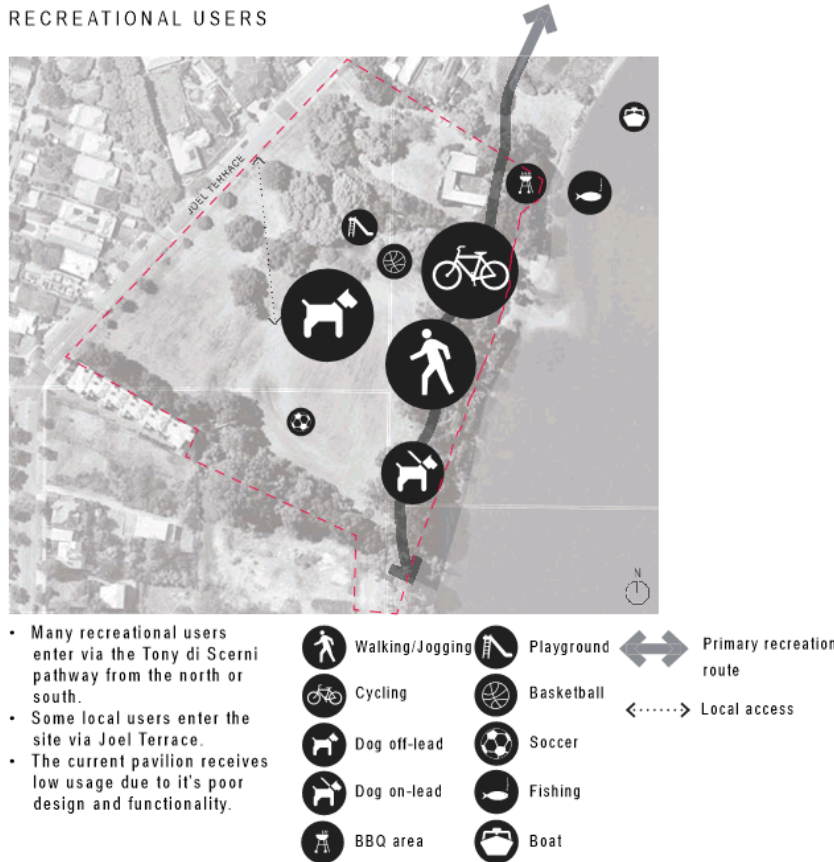


2.3 PHYSICAL ANALYSIS



## 2.4 USAGE ANALYSIS

### RECREATIONAL USERS



### ACTIVE USERS





2.5 LANDSCAPE CHARACTER

BEACH

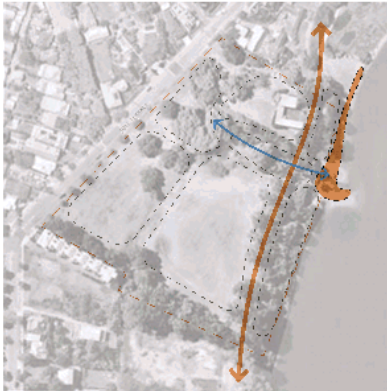


Figure 8. Beach



Image 12. Beach

THE FORESHORE GROVE

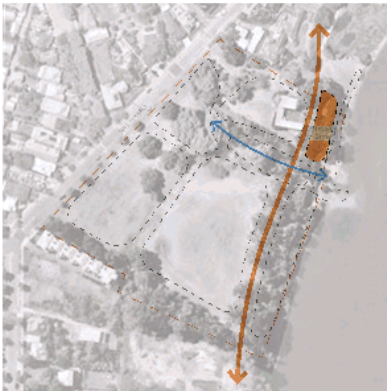


Figure 9. Foreshore Grove



Image 14. Foreshore Grove

BUILDING & CAR PARK

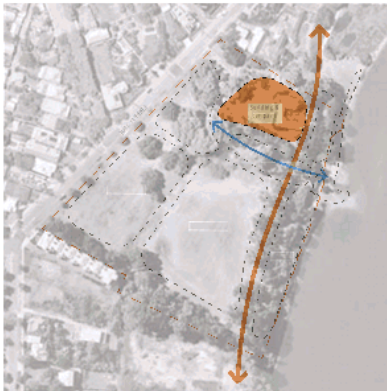


Figure 10. Building and Car Park



Image 13. Building & Car Park

CENTRAL SPACE

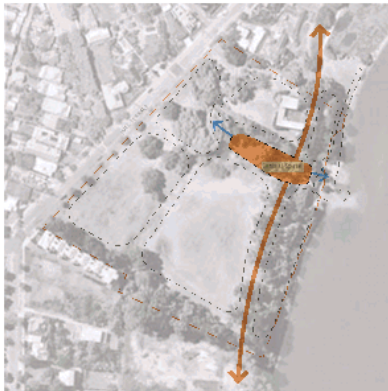


Figure 11. Central Space



Image 11. Central Space



LOWER OVAL



Figure 12. Lower Oval

GRASS EMBANKMENT



Figure 13. Grass Embankment

HERITAGE TREES



Figure 14. Heritage Trees



Image 17. Lower Oval

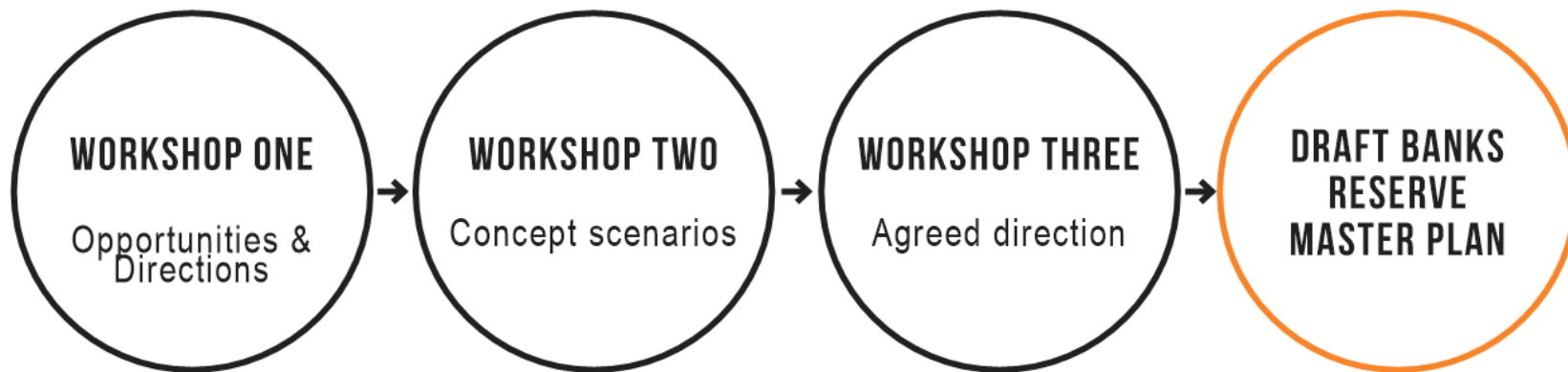


Image 16. Grass Embankment



Image 15. Heritage Trees

*A community reference group were guided through a collaborative design process involving the following stages:*



## 2.6 ENGAGEMENT PROCESS

The engagement process was conducted in two stages. The first stage included:

### A Week in the Life Study

This study aimed to understand the current influence of Banks Reserve on the community. UDLA project team members visited the site at varying times for one hour every day for a week. Whilst on site the team observed and recorded the way the park was used and interviewed users of the park and passers-by. This provided the project team with an understanding of how the park was used and what this place means to a wide range of users. The results of the study are found in the appendix.

### One on One engagement sessions

One on one engagement sessions were held with various groups or institutions of influence to Banks Reserve. These sessions aimed to communicate the intent of the Master Plan Project and to determine the strategic position of the stakeholders in relation to Banks Reserve. These sessions were conducted with:

- Department of Biodiversity Conservation and Attractions (Rivers and Estuaries Division)
- Department of Local Government, Sport and Cultural Industries
- Claisebrook Town Team
- City of Bayswater
- City of Perth
- Western Power
- Venueslive
- MRA

### Park Pop-Up and Postcards

Postcards were delivered to local residents advising them of the project, the online survey and of a pop up event that was to take place in the reserve. During this pop up event, the project team had many conversations with community members enquiring as to the ways the park was currently used and the vision and ideas community members had for the future of the reserve.

The second stage of the engagement component involved the formation of a Community Reference Group (CRG) who were included in a collaborative design process. This collaborative design process was structured around the following three workshops:

### Workshop One - Opportunities and Directions

This workshop involved the presentation of the site analysis and early engagement findings followed by group discussions focused on possible actions for six key opportunities at Banks Reserve:

- The Pavilion
- The Foreshore
- The Playground
- The Oval
- The Path
- East / West Access

A broad array of comments and ideas were received which set the foundation for the creation of a set of design scenarios. The workshop 1 presentation and feedback is detailed in the appendix.

### Workshop Two - Concept Scenarios

Three concept scenarios were created from the ideas and themes discovered in Workshop 1 and preceding engagement sessions. This stage involved the converting of ideas into spatial concepts with a key focus on the relationships between ideas and their compatibility and contextual appropriateness.

The three scenarios were created around the following design concepts:

- Concentrated activity
- In-situ upgrade
- Dispersed activity

Each scenario and the feedback it received can be found in the appendix.

Pro's and con's of each design move were discussed resulting in a clarification of ideas to create a clear preferred direction for the Master Plan.

### Workshop Three - Agreed Direction

The favoured components and design directions were maintained in the establishment of a single concept representing the collective preferred actions for Banks Reserve. This single plan was however divided into two stages. Below summarises the key moves of each stage.

Stage 1:

- Reconfigure car park
- Creation of Plaza and connected deck space
- New playground in current location
- Active path to oval perimeter
- North/ south running deck along foreshore
- Combined toilet and kayak storage
- Widening of dual use path (DUP), and change of surface with alignment retained.
- Temporary commercial opportunities

Stage 2:

- New community / commercial facility
- Extension of car park
- Angled parking to Joel Terrace

This division into two stages allowed the feasibility of a new facility to be explored with the potential that it may not eventuate. The stage 1 design could be conceived without the facility to ensure a cohesive and functional master plan for the reserve. Stage 1 and 2 were discussed with the CRG and feedback informed the refinement into the final draft master plan.



#### Cultural Significance Consultation

The cultural significance of Banks Reserve has been closely considered in preparation of this master plan. Consultation with local Noongar / Nyoongars included:

- Dialogue with Noel Nannup, Aug 2018, (Appendix K)
- Len Collard Literature Review - 'Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook)' 2018 (Appendix L)
- City of RAPWG Consultation (October 2018)
- Whadjuk Working Party Consultation (November 2017, May 2018 and November 2018)

#### Aboriginal Engagement

- Meeting with Aboriginal Elder Noel Nannup 7th August at Banks Reserve to establish context and Aboriginal significance of the site
- Consultant engaged – Len Collard from Moodjar Consultancy to prepare a 'Sense of place study' for Banks Reserve
- Consultation with RAPWG – October
- Consultation with Whadjuk Working Party (November)

#### Council Advisory Groups

City of Vincent Arts Advisory Group

City of Vincent Urban Mobility Advisory Group

City of Vincent Children and Young People Advisory Group



Image 16 - Banks Reserve Foreshore - UDLA

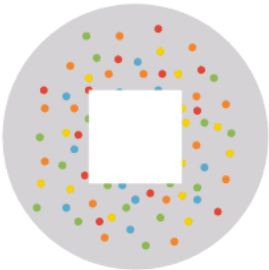
2.7 OBJECTIVES

Following site analysis, context analysis and community and stakeholder engagement, a number of key objectives were identified for the Master Plan to focus on enhancing at Bank Reserve:

- Activation
- Accessibility
- Culture
- Recreation
- Foreshore interaction
- Character
- Amenity
- Safety
- Environment

These objectives provide a framework to motivate and guide design propositions and actions.

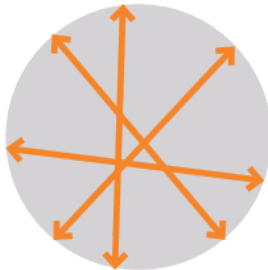
OBJECTIVES:



AMENITY



ACTIVATION



ACCESSIBILITY



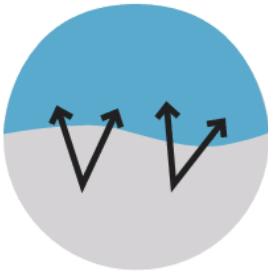
SAFETY



CULTURE



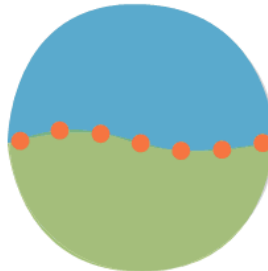
CHARACTER



FORESHORE  
INTERACTION



RECREATION



ENVIRONMENT

## 3.0 THE OPPORTUNITIES

Opportunities on the Banks Reserve site to progress the objectives of the project were determined. Each opportunity has a unique potential to further a specific set of objectives.



THE PAVILION

- The Pavilion has the potential to be a major driver of change to the reserve and with the opportunity to have significant effect on the reserve's functionality and value.

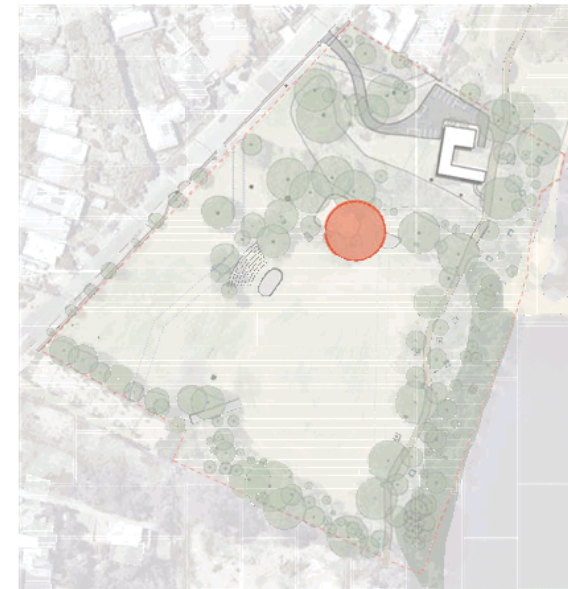
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BEELIE (RIVER) & FORESHORE

- Banks Reserve is a key point for interaction with the Beelie (Swan River) and the City of Vincent's main river foreshore asset. The Beelie is a place of great cultural significance being the home of the Waigal and Dreaming Stories.<sup>1</sup> The foreshore area provides great opportunity for Whadjuk Noongar / Nyoongar history and culture to be celebrated in a cognisant and sensitive way through interpretative artwork and cultural narrative. This cultural history and story-telling could greatly improve the experience of the river from the reserve.

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Waller's Brook) 2018



THE PLAYGROUND

- The current playground is in need of an upgrade and an opportunity exists to attract and broaden the demographic of the users of Banks Reserve. This upgrade is a chance to explore the location and composition of the play space.
- There is opportunity to incorporate Noongar / Nyoongar cultural elements to be incorporated into the playground such as the use of water.<sup>1</sup>

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Waller's Brook) 2018





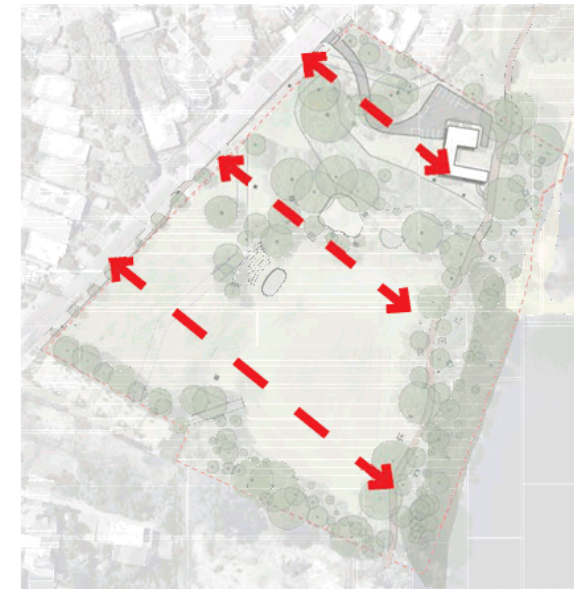
THE OVAL

- The open oval area is highly used by the local community. This area has an informal active recreation function and an opportunity exists to improve and expand this experience.



THE PATH

- A dual use path runs between the foreshore area and the reserve. This high use path is the main access point for those entering the reserve however its mix of users are at times in conflict. An opportunity exists to explore design interventions that could improve the function and experience of this path.
- The path provides a great opportunity for Whadjuk Noongar / Nyoongar history and culture to be shared and celebrated along the path in a cognisant and sensitive way through interpretative artwork and cultural narrative. These could incorporate existing artworks along the path.



EAST / WEST ACCESS

- Equitable access from Joel Terrace to the river is absent. Including equitable access across the park in an east/ west direction will be a significant improvement.



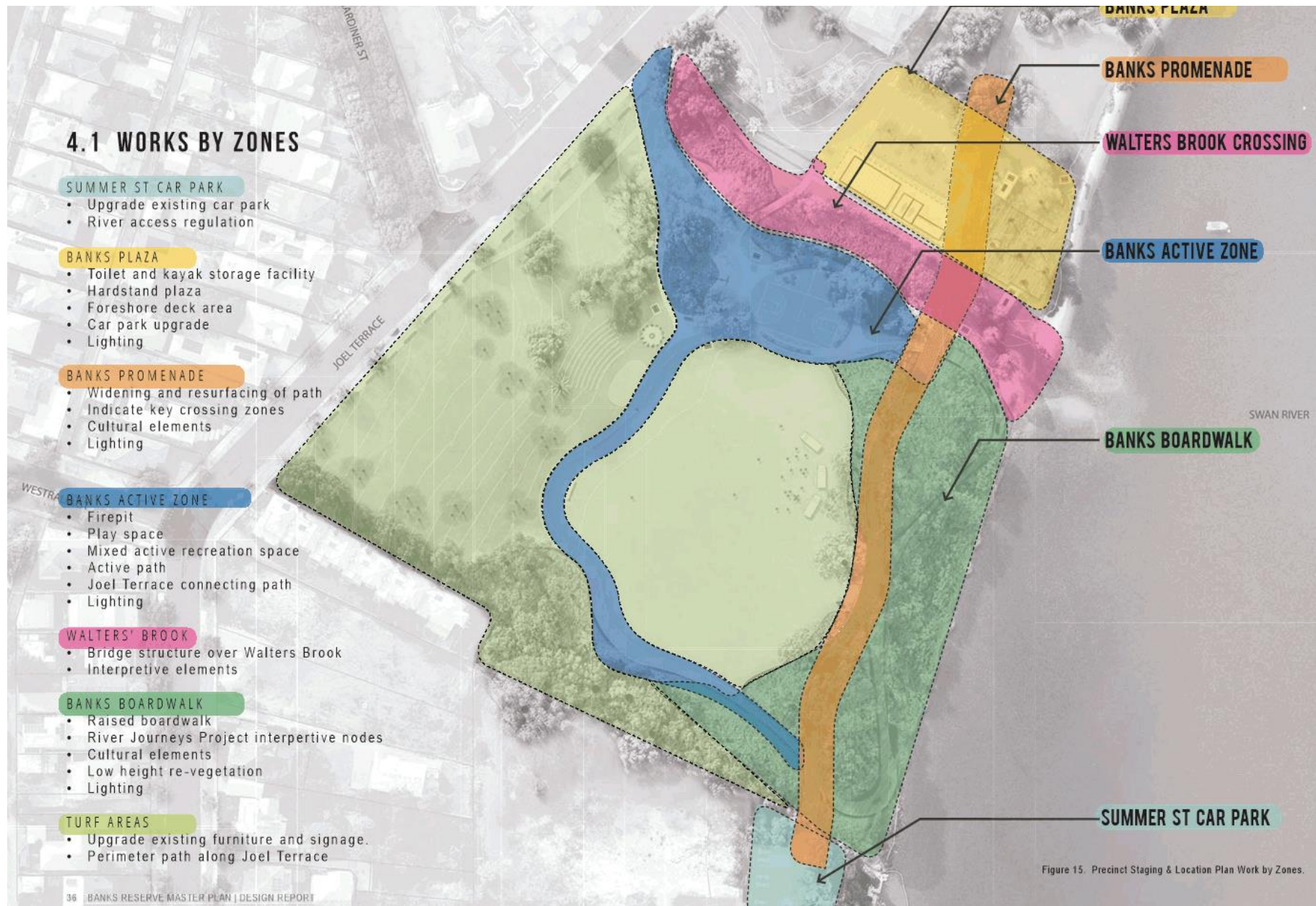


Image 19 Banks Reserve - UDLA





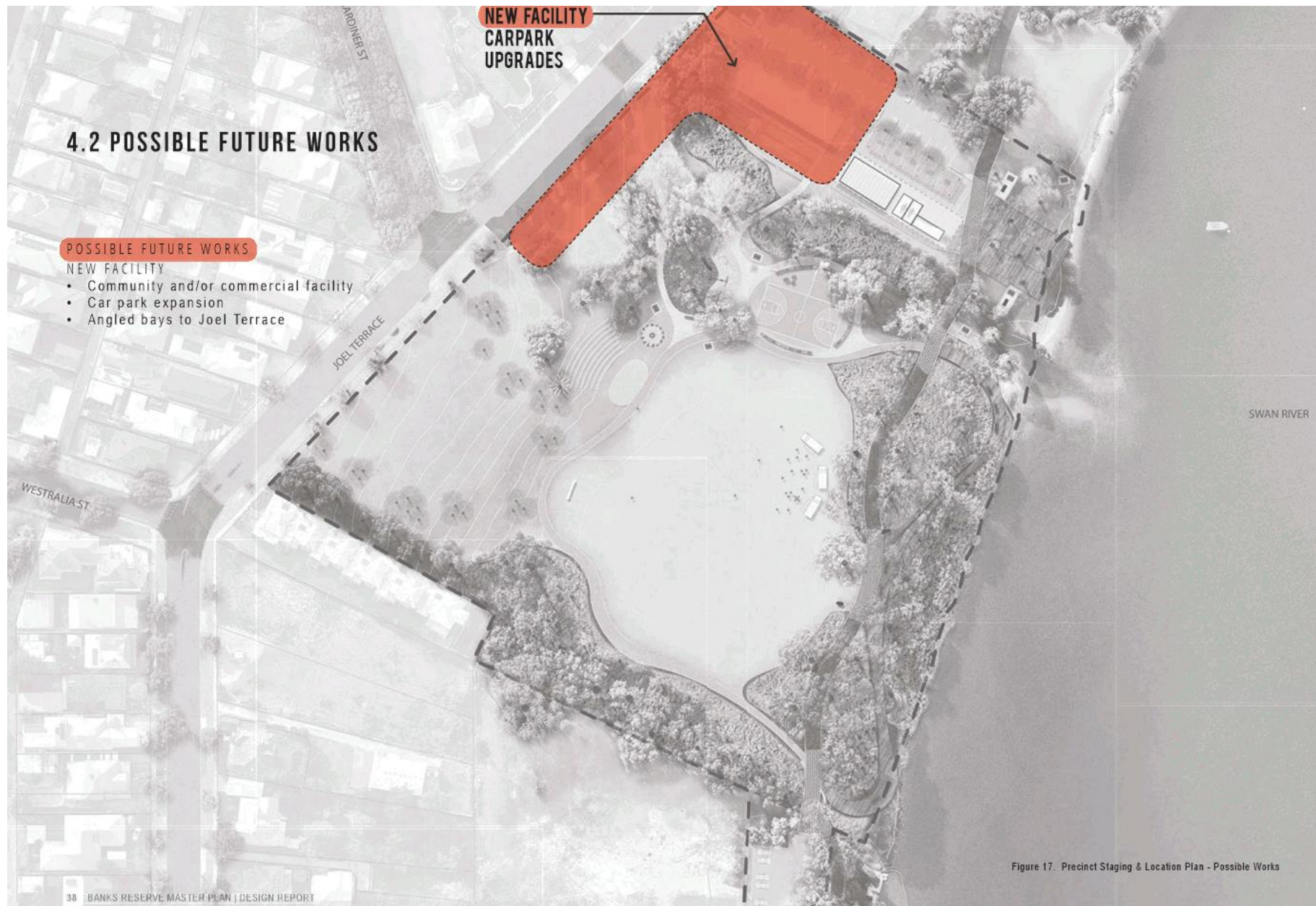


















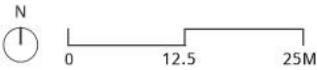
4.3 BANKS PLAZA



Removing the existing building provides the opportunity to consolidate the built forms into a compact linear passage with the following inclusions:

- (A) - New kayak storage facility. Due to the high profile location this facility must be of a high architectural / aesthetic quality
- (B) - New stand alone toilet facility.
- (C) - Pop up or temporary container cafe. Potential to assess viability of a cafe within Banks Reserve.
- (D) - Raised decking structure to provide access to the foreshore whilst protecting roots of mature trees.
- (E) - Raised timber furniture.
- (F) - 2 x BBQ areas with shelter and picnic settings.
- (G) - Electric wheelchair charging point.

Figure 19. Banks Plaza 1:1000 at A3



Detailed design consideration is required to determine the final extent and composition of the foreshore deck and other proposed riverside infrastructure. This detailed design will require consideration of the predicted impact of climate change and the associated increase in flood and storm surge inundation levels.

There is an opportunity to tie in the plaza and decking space with the Swan Canning 'River Journeys Project,' a recreational trail consisting of 25 nodes along the Swan River. Banks Reserve has been earmarked as a possible future location for this project. Interpretive artwork and sign-age could also be incorporated into the decking and or paving (see figure 19).



Figure 20. Map showing River Journeys Project Nodes.



Figure 21. Example of River Journeys project at Bicton Baths.



Figure 22. Open decking area surrounding foreshore.



Figure 23. Access to foreshore.

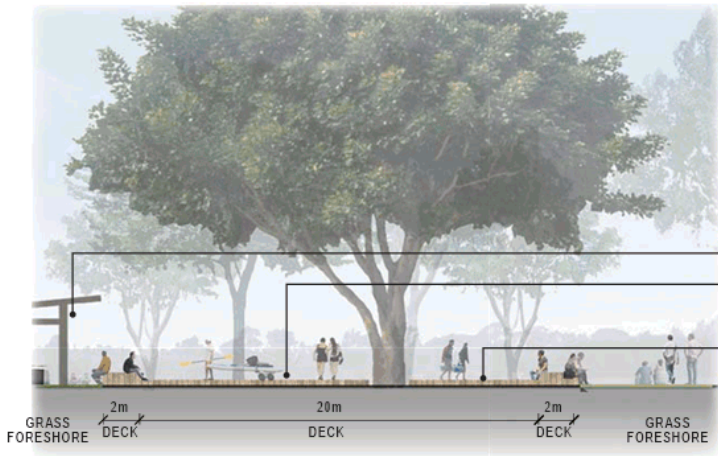


Figure 25. Section AA

- BBQ shelter.
- Raised deck to protect existing tree roots.
- Open deck space with permanent seating to the edges to allow clear access to the foreshore through the central space.



Figure 24. Kayak storage facility of high aesthetic quality.



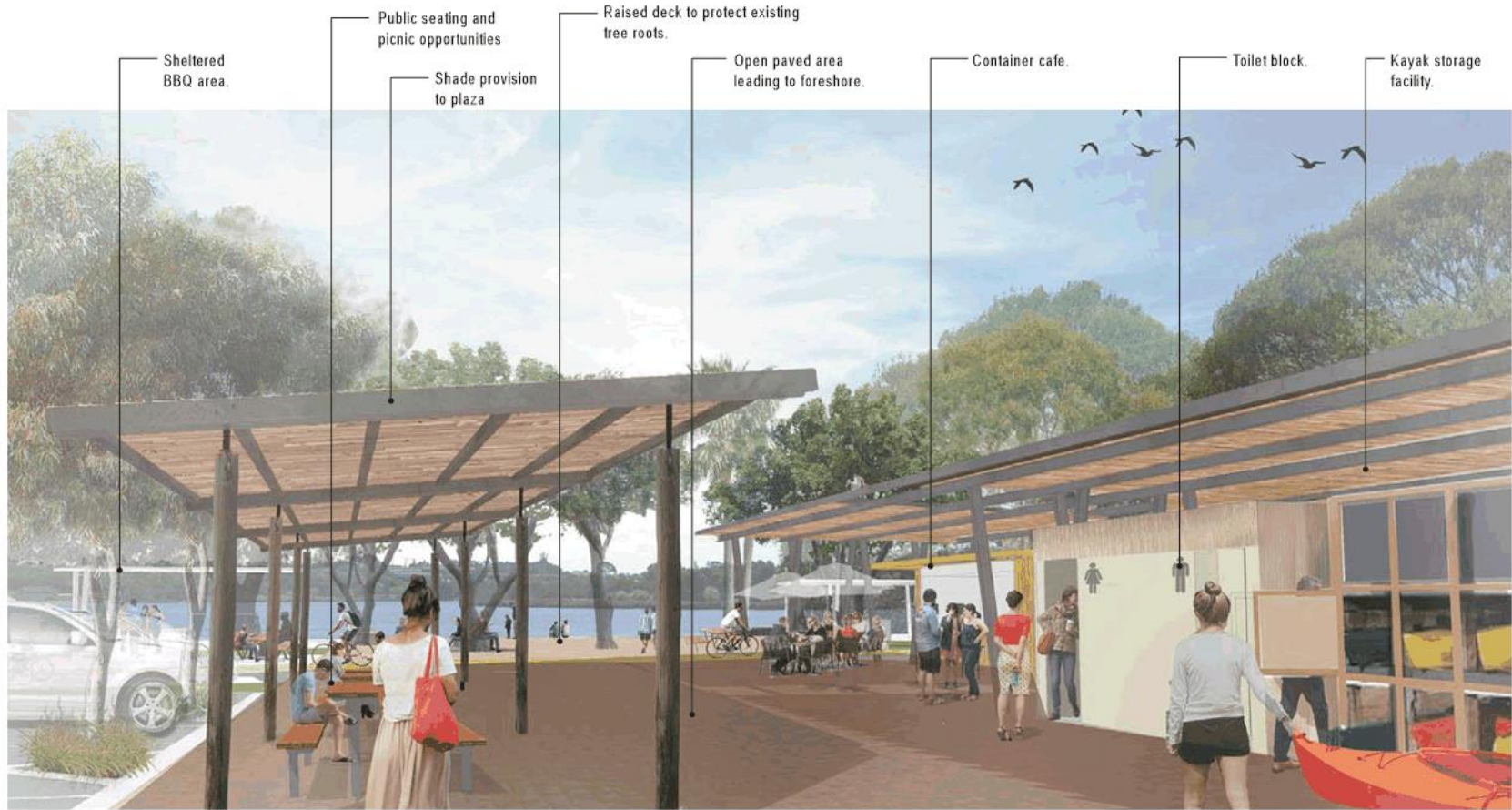


Figure 26. Artist Impression - Elevation C

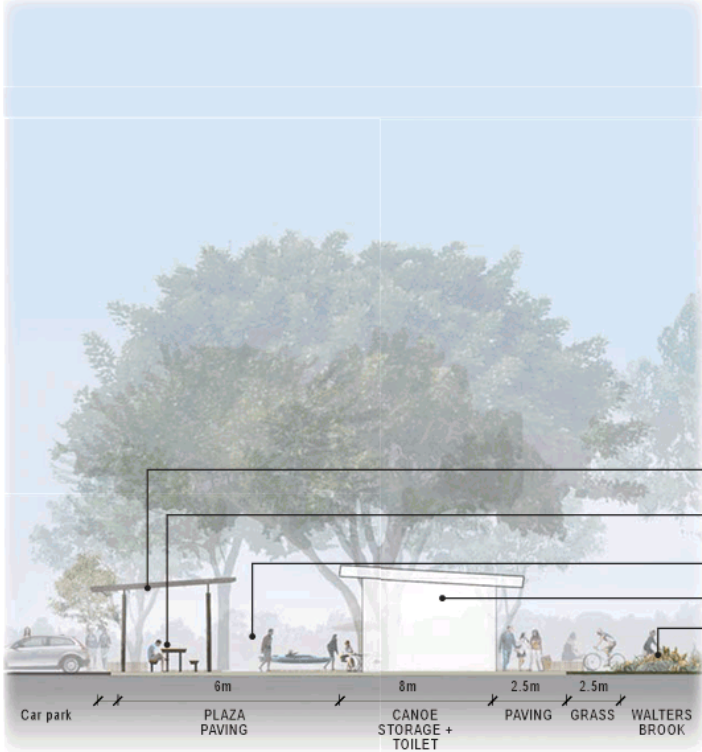


Figure 27. Section BB

Car park upgrades to the pavilion car park and Summer St car parks would likely happen during the Plaza upgrades. The Summers Street car park extends from Summer Street to the southern edge of Banks Reserve and is a key point of arrival for visitors to the reserve. An upgrade is planned for the car park to formalise it and increase capacity. The increase in capacity of the Summers Street car park reinforces the Master Plan's proposal to only rationalise and reconfigure the Banks Pavilion car park without major expansion.

The Summers Street Jetty to the south of the site has recently been considered structurally unsound and requiring significant structural upgrade. As a result, access to the Jetty has been restricted. This reinforces the need for river interaction, kayak storage and launching spaces within the Banks Plaza.

- Shade shelter to open plaza space
- Public seating and picnic area
- Open paved area leading to foreshore.
- Canoe storage & toilet facility & pop up container cafe.
- Low re-vegetation maintains sight lines for a safer crossing.



Figure 28. Open decking area surrounding foreshore.



Figure 29. Temporary or semi-permanent container cafe



Figure 30. Toilet block precedent



## 4.4 BANKS PROMENADE

The Banks Promenade will remain in its current location, with the following upgrades:

- (A) - Widening of the path to 4m. Resurfacing to red asphalt with a concrete edge to comply with Department of Transport's 'Recreational Shared Path' requirements.
- (B) - Rumble strip markings on intersection areas to signify caution and reduce cyclists speed.
- (C) - Low re-vegetation planting surrounding the path to minimise pedestrian crossover points, resulting in 3 clear crossing areas.
- (D) - Minor entry statement.
- \* - Opportunity for cultural narrative / interpretive artwork.

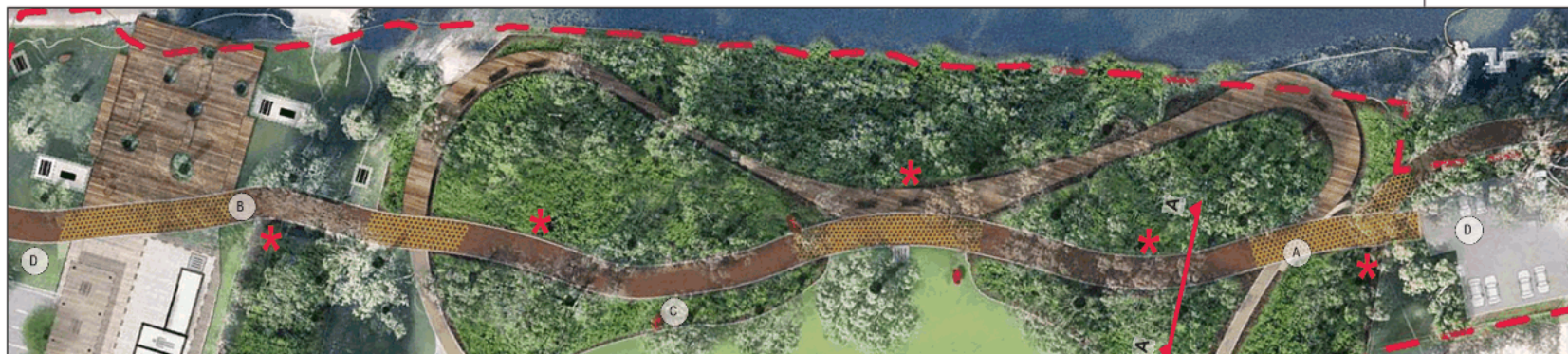
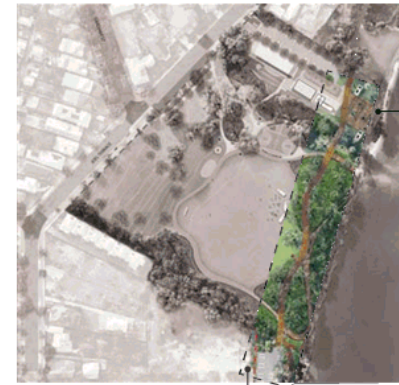


Figure 31. Section through Banks Promenade - 1:1000 @A3







Figure 36. Example of interpretive signage at Matuwa Kurrara. Source: Publik



Figure 38. Example of interpretive signage at Port Noarlunga. Source: Ecept Studio



Figure 37. Cultural narrative board: Needwonnee Walk, Melaleuca Source: think-tasmania.com



Figure 33. Rumble strip painting to signify crossing point.

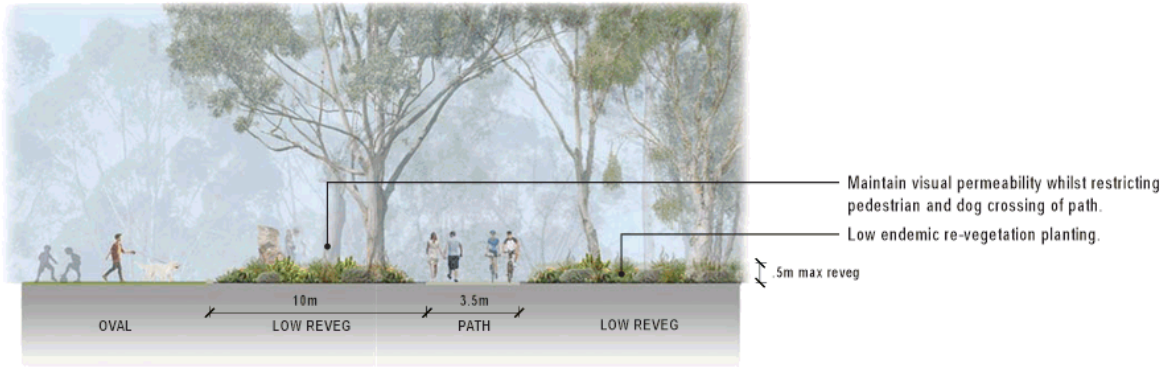


Figure 32. Section AA through Banks Promenade - 1-500 @A3



Figure 34. Low endemic re-vegetation planting.



Figure 35. Red asphalt path with crossing point.

## 4.5 BANKS ACTIVE ZONE

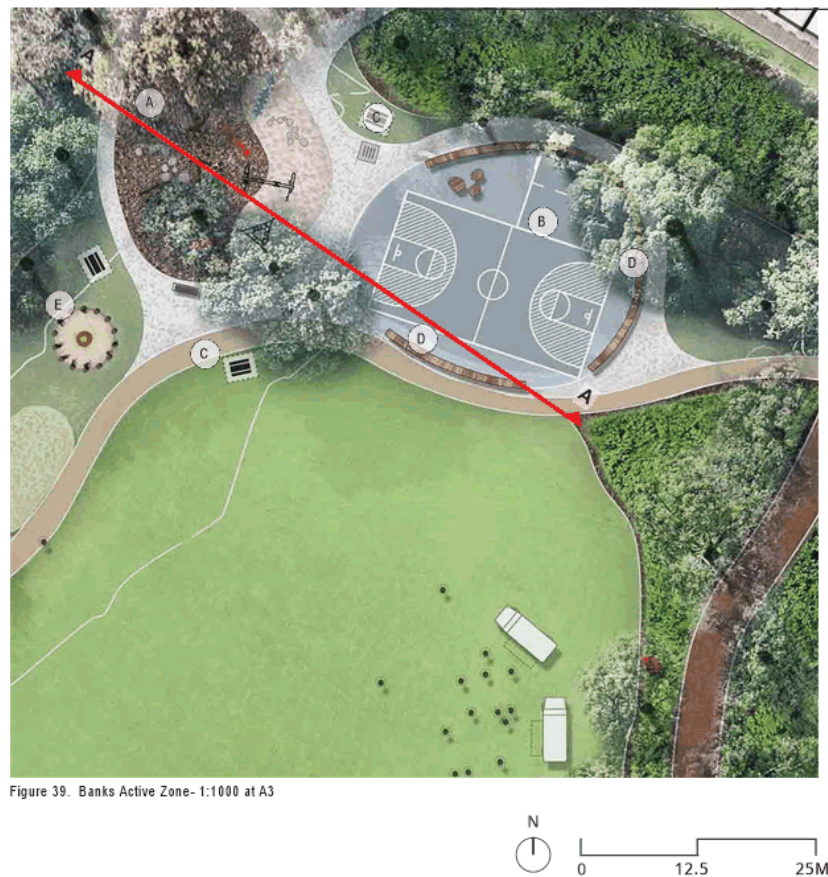


Figure 39. Banks Active Zone- 1:1000 at A3

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- (A) - The playground will be upgraded and kept in its current location, taking advantage of the existing slope and mature shady trees.
- (B) - Mini court with line-marking for various ball sports.
- (C) - Shelter with BBQ, picnic table, water fountain and bike racks.
- (D) - Curved bench along the edge of the active hub with general power outlets (GPO).
- (E) - Firepit.

Banks active zone north area is comprised of the local playground, and a mini court recreational area. Both will be upgraded in their current location.

The playground represented in this master plan is a result of a collaborative design process with the community reference group and also represents the community comments from the "a week in the life study", the online survey and pop up engagement sessions. The following summarises the key community desires captured in the engagement process:

- Scale of playground to be local and not a regional attractor level (master plan parking provision also suits this scale).
- General location to be retained.
- Shade from surrounding mature trees to be utilised
- Naturalistic aesthetic is favoured as are "Nature Play" elements utilising natural materials such as timber.
- Noongar / Nyoongar consultants recommend incorporating Whadjuk Noongar / Nyoongar themes within the play area such as the use of water in the playground.<sup>1</sup>
- Playground to be in two age appropriate zones, with the zone for younger children to be fenced due to close proximity to a very popular dog exercise area.
- Potential to explore utilisation of the sloped bank for older children (without fence).
- Proximity to sports space favoured so elder siblings and young children in relative proximity.

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018





Figure 40. Local size nature based playground utilising slope.

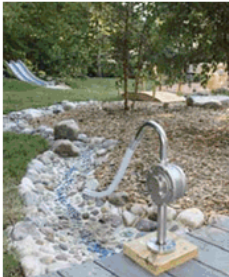


Figure 44. Incorporating water play elements



Figure 41. Firepit and yarning circle.



Figure 42. Recreational hub with hit up wall and half court.

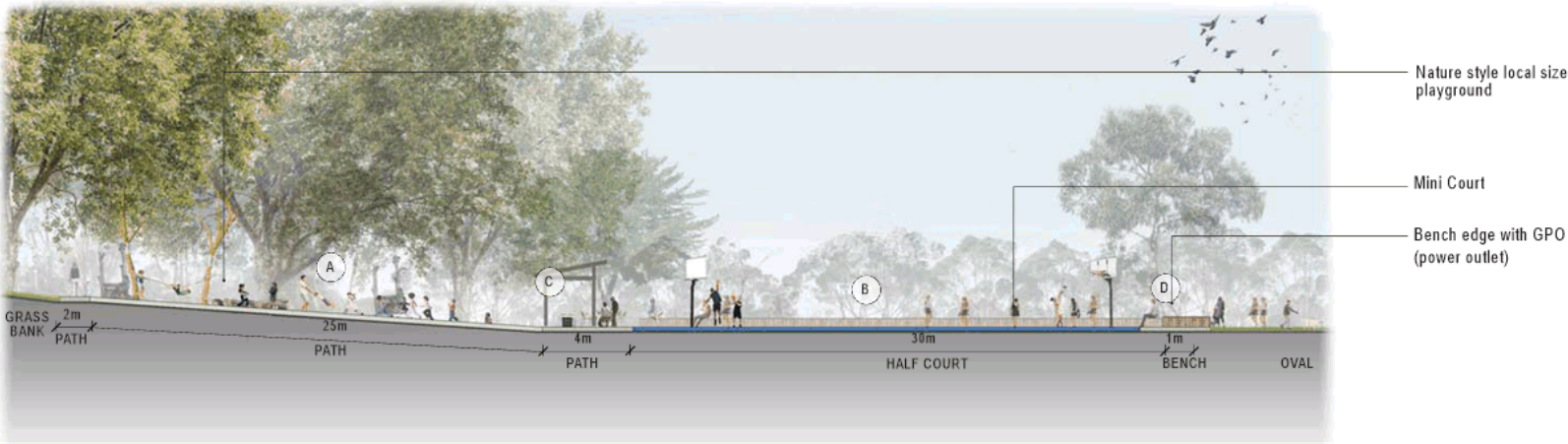


Figure 43. Section AA through playground and ball court.



Figure 45. Banks Active Zone - 1:1500 at A3



Banks Active area 'full extent' is comprised of a loop path and a large open central space for informal sport and recreational users. This area has the opportunity to be set up with service points for food trucks and events capacity. A firepit is proposed which would be formally used in cultural ceremonies and informally used by recreational users. The loop path is to be of a low key "earthy" aesthetic such as compacted limestone. The use of limestone is recommended by Noongar / Nyoongar consultants as it is associated with the Waugal dreaming stories.<sup>1</sup>

- (A) - Loop path connecting to the foreshore boardwalk.
- (B) - Service points (power/water) for food trucks & events.
- (C) - Open turf area
- \* - Opportunity for cultural narrative / interpretive artwork.

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018





Figure 46. Banks Active Area - Existing Image



Figure 47. Banks Active Area - Proposed Elevation

4.6 WALTER'S BROOK



Figure 48. Walters Brook Crossing - 1:1000 at A3



A new crossing point at Walter's Brook is proposed to amend the current bottle neck at the existing single crossing. This crossing will provide a strong connection between the plaza space and the playground / active sports area. Walters Brook is a place of great cultural significance to Aboriginal people and could provide an opportunity for interpretive artwork and story-telling.

- A - Walters Brook Crossing
- \* - Opportunity for cultural narrative / interpretive artwork.





Figure 49. Section AA through Walters Brook Crossing.

- \* Opportunity for cultural narrative / interpretive artwork.
- Walter's Brook crossing.
- Low native vegetation.
- Existing brook



Figure 50. Sloped paving treatment.

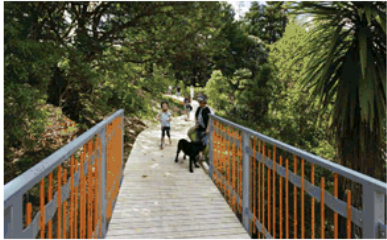


Figure 51. Prefabricated Bridge.



Figure 52. Example of interpretive signage and artwork opportunity.

4.7 BANKS BOARDWALK

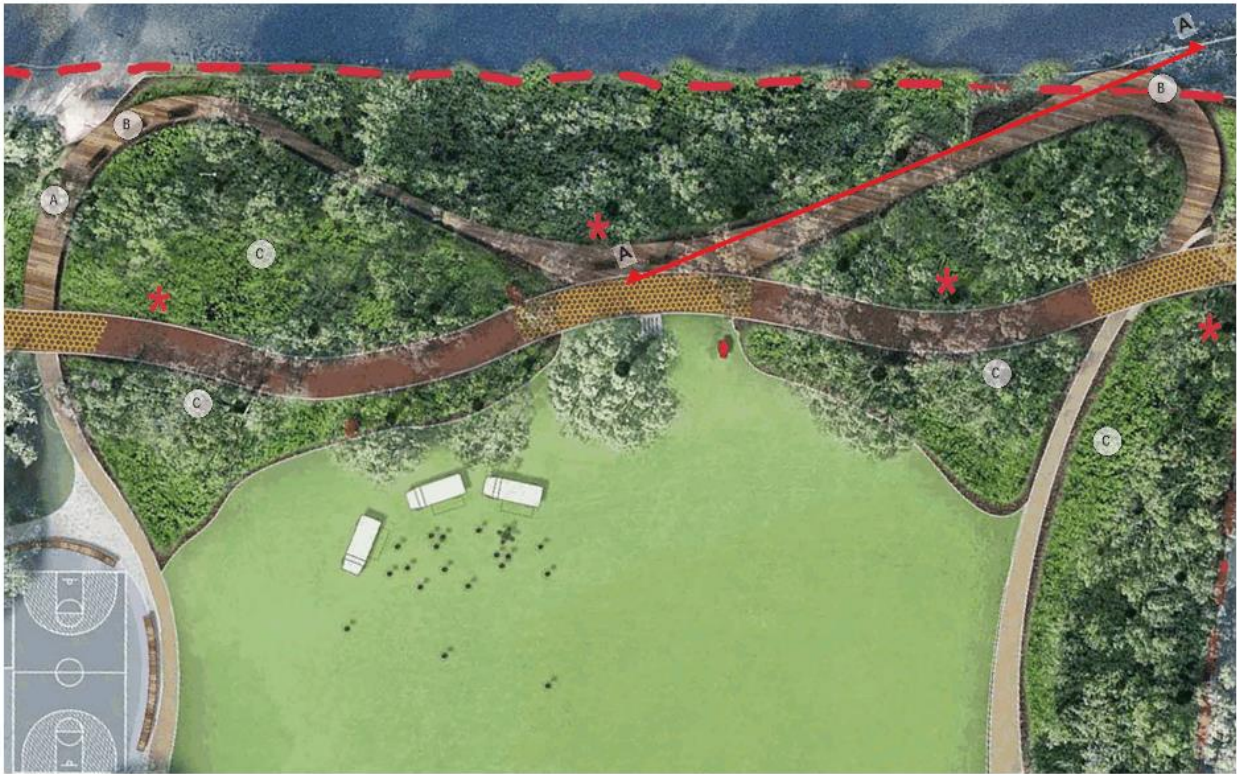


Figure 53. Banks Loop Path.



The Banks Boardwalk winds its way through the existing revegetation area meeting the Banks Promenade at the 3 distinct crossing points. Following consultation with the Whadjuk Working Party, or their chosen delegate, Aboriginal cultural heritage and the significance of this site would be recognised at various points along this boardwalk.

- A - Raised boardwalk with ramped accessible entrance.
- B - Seating/viewing area.
- C - Low re-vegetation planting.
- \* - Opportunity for cultural narrative / interpretive artwork.



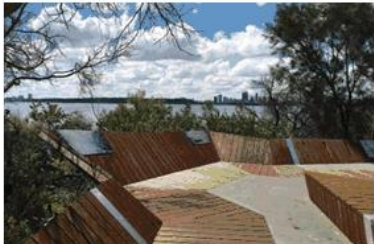


Figure 57. Example of the River Journey Project. Heathcote Reserve, Applecross



Figure 54. Example of raised timber boardwalk.



Figure 55. Raised perforated steel boardwalk.

As mentioned on page 43, Banks Reserve has been identified as a future node for the Swan Canning 'River Journeys Project.' The boardwalk provides an ideal opportunity to incorporate interpretive artwork and cultural narrative elements throughout the walk or within the decking.

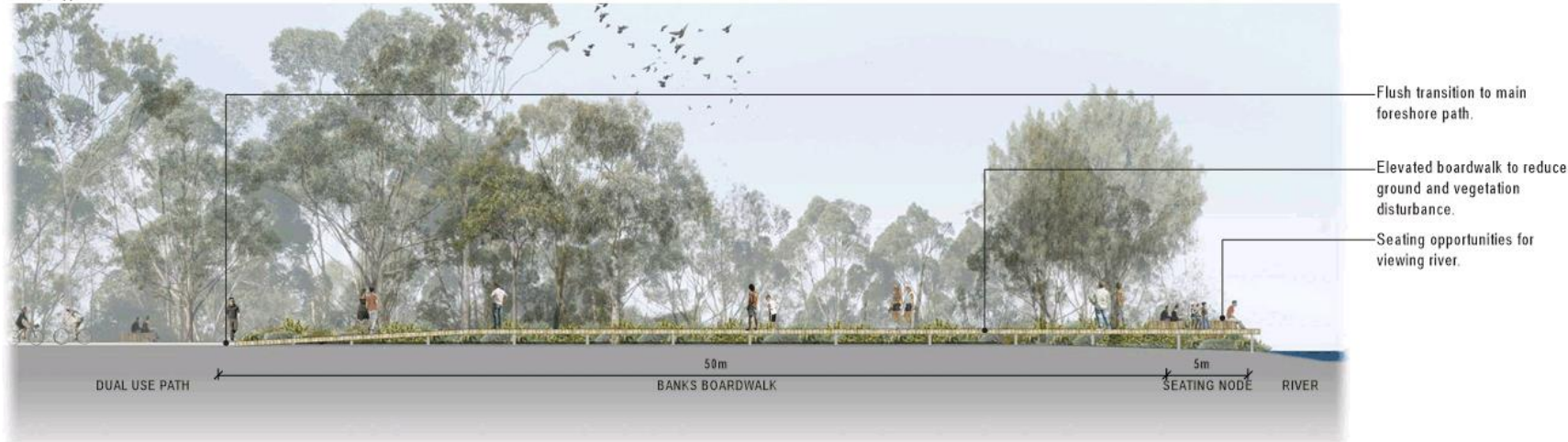


Figure 56. Section AA through Banks Boardwalk.

4.8 NEW FACILITY OPPORTUNITY



Subject to a business case and community demand, stage 2 entails a new facility and adjacent car park. This facility would be multi use with potential commercial and community use functions.

- (A) - New facility building approx. 500m<sup>2</sup>
- (B) - Angled street parking (~14 Bays).
- (C) - Adjacent car park extension (~32 Bays).
- (D) - Entrance space / public fore court to new facility.
- \* - Opportunity for cultural narrative / interpretive artwork.

Figure 58. New Facility - 1:1000 at A3





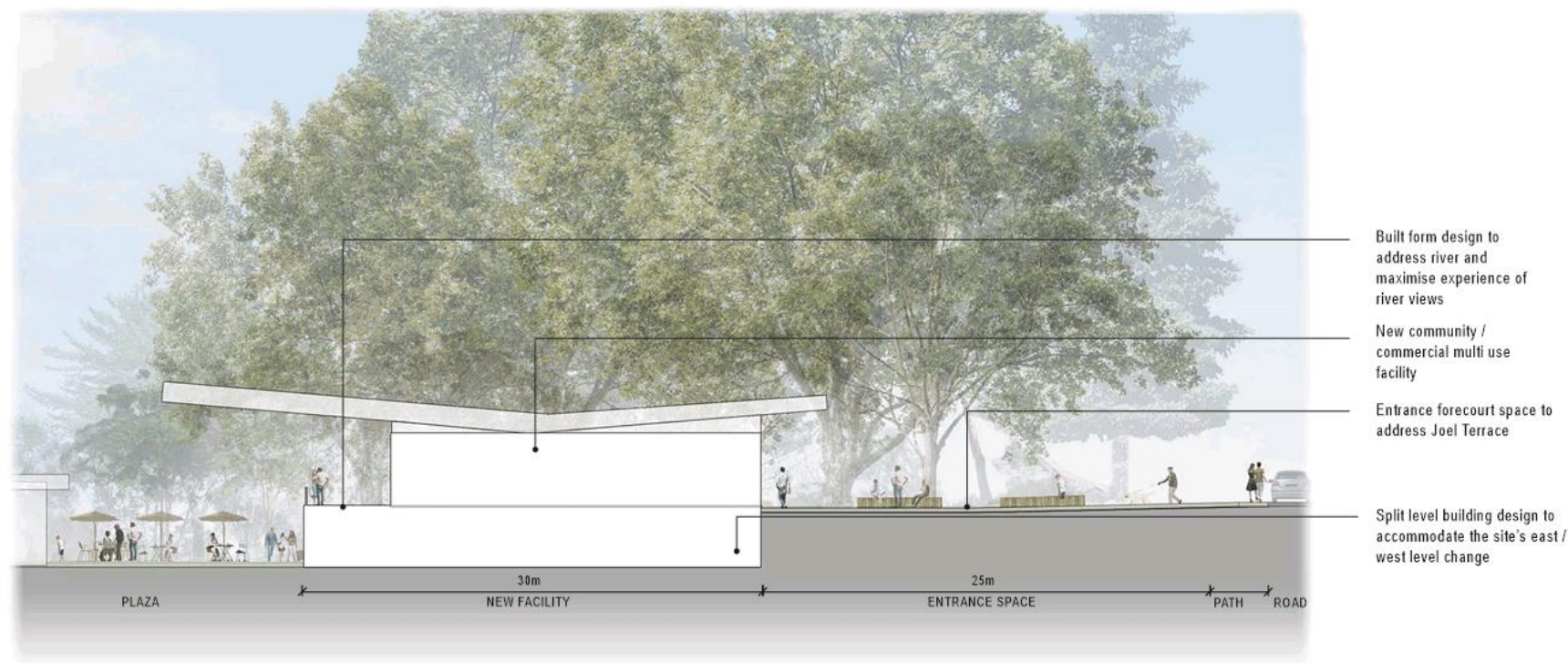


Figure 59. Section AA through new facility building.





Image 74 Baby's Reserve - UDPA





## 5.2 ACTIVATION OPPORTUNITIES

Banks Reserve presents a number of activation opportunities consisting of small scale temporary vendors up to medium sized events. The availability of space for car parking and impact on surrounding residents is a limiting factor on the size of events that are practical at Banks Reserve.

The Master Plan proposes a Plaza space adjacent to an upgraded car park (with vehicle access) to the north of the site. This flexible space would consist of a open hard stand surface suitable for temporary vendors such as food trucks or container café's. The new Perth Stadium could bring as many as 8600 pedestrians traveling through the site towards East Perth Station and the car park during large events which could provide a great activation opportunity<sup>1</sup>.

Vehicle access to the oval area is proposed from the south eastern corner of the site. This location is already the service vehicle access point for the reserve. It is proposed that this intent is maintained which allows an activation opportunity with access from the Summer Street car park along the dual use path and into the reserve. This would suit community events being hosted on the oval.

The existing amphitheatre and stage platform provides another activation opportunity with the potential for performance style events better suited to the banked seating.

An objective of the Master Plan is to provide a variety of opportunities for increasing activation of the reserve. Temporary activation events and programming can create awareness of the value of the amenity within the reserve which could lead to more frequent usage and longer term sustainable activation.

Through more detailed design appropriate power, water and sewerage connections will be located.



<sup>1</sup> Perth Stadium Transport Project Definition Plan December 2012  
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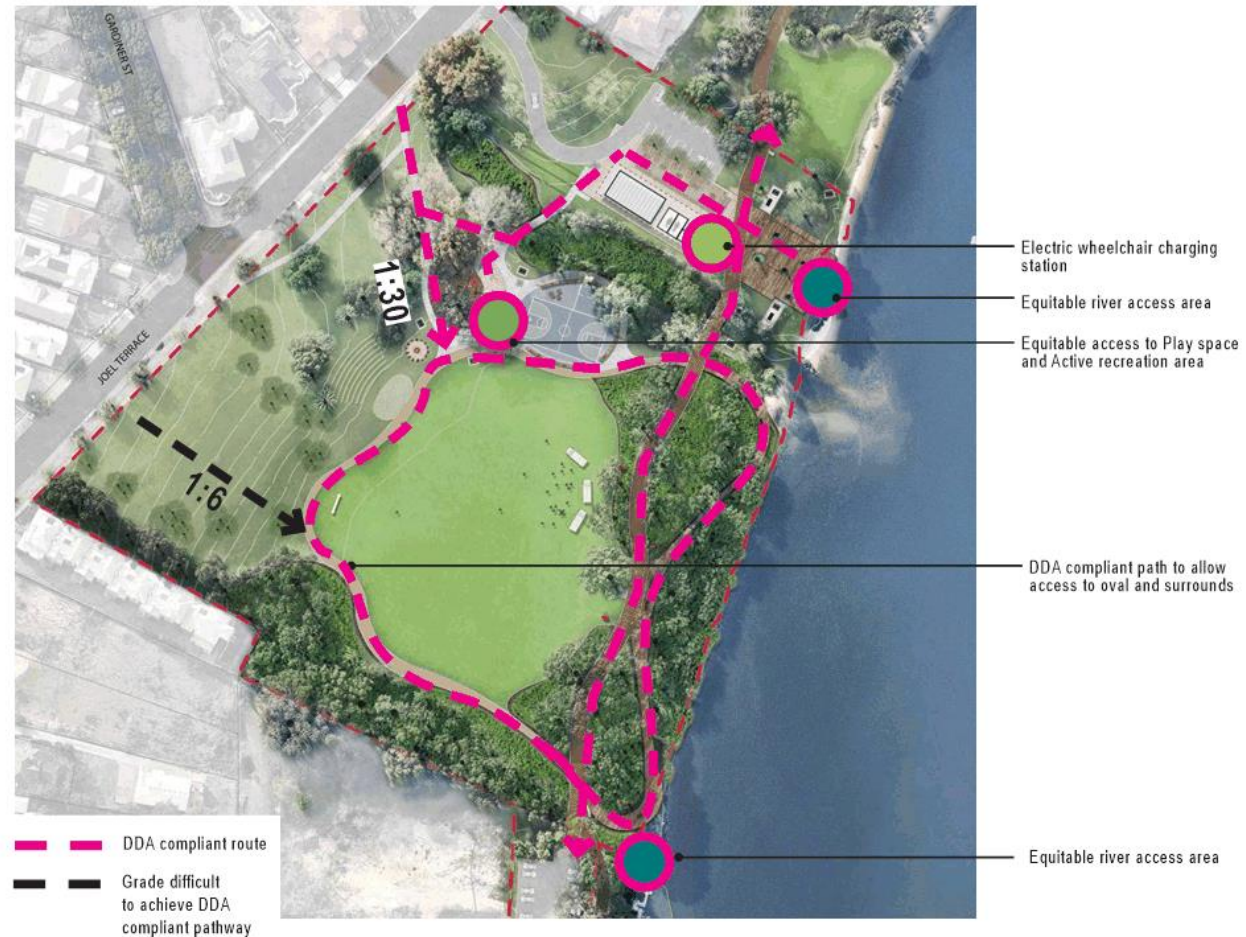
## 5.3 EQUITABLE ACCESS

Accessibility is a core objective of the Master Plan for the upgrade of Banks Reserve. The current situation is very poor from an equitable access perspective and could be considered discriminatory. The key equitable access issues include general east / west movement across the site, access from Joel Terrace into the reserve, access to the playground, access to the BBQ's and oval (eg dog walking etc.), access to the river, and opportunities to experience the foreshore environment.

The Master Plan proposes significant improvement to equitable access within Banks Reserve including:

- Proposed access path from Joel Terrace into the Banks Active zone which includes Play Space, BBQ's, Sports Area
- Flush plaza space and foreshore decking area allowing interaction and recreation opportunities with the river.
- Foreshore boardwalk to allow equitable experience of the foreshore environment.
- An electric wheelchair charging station is proposed for the plaza near the Banks Promenade.

The access upgrades proposed in the Master Plan will assist with the creation of positive and inclusive experiences for people with disability.



5.4 ENVIRONMENT

Banks Reserve is an environmentally significant site. Riverine foreshores are environmentally important due to the role they play in water quality, floral diversity and fauna habitat. At Banks Reserve this significance is heightened as the surrounding drainage catchment converges to run across the site as Walter's Brook and then enter the Swan River. This catchment is now an urban one with a storm water drainage network daylighting at Walters Brook prior to entering the river.

This potential to improve the quality of the urban water prior to its entrance into the Swan River was identified and a Walter's Brook upgrade project was completed in 2014. This project created the currently well vegetated Walters Brook which now plays a phytoremediation function, along with providing habitat for local fauna.

Other recent projects at Banks Reserve include two foreshore stabilisation and revegetation projects and the revegetation of the southern boundary of the reserve.

This focus in the last 20 years on environmental projects has brought Banks Reserve up to a environmentally high standard (the main oval space is also unirrigated). This high environmental regard must be maintained and enhanced in the future planning and management of the reserve.

The Master Plan proposes a further increase to areas of revegetation with an increase to the southern boundary revegetation, additional revegetation areas between the oval and the shared path, and an expansion of the foreshore revegetation area to meet the shared path.

An increase of local tree planting to the south western lawn bank was explored during the collaborative design process, however this was not

well received by the community who value the open lawn bank for recreational purposes and for the open views it allows between the street and lawn oval. Leaving this area open lawn will align with the safety and recreational objectives of the Master Plan.

The recently completed Banks Reserve Foreshore Restoration Project implemented erosion control and revegetation to the foreshore stretching south of Banks Reserve. This provides significant environmental benefit to the area, however the conversion of this beach foreshore adds further importance to the foreshore area in the northern portion of the Banks Reserve as it concentrates activities such as fishing, kayak launching etc.





## 6.0 NEXT STEPS

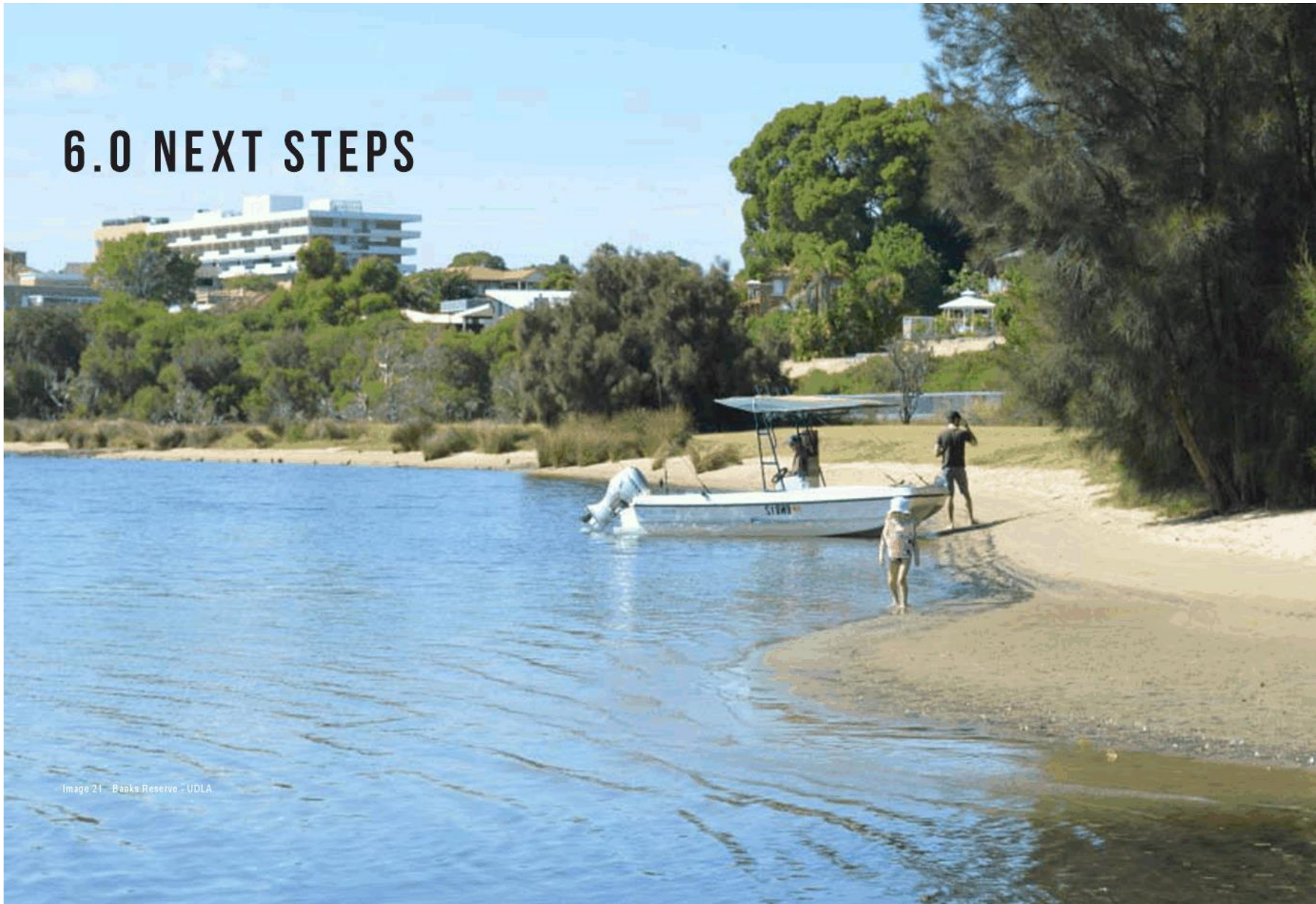


Image 21 - Banks Reserve - UDLA

## 6.1 A SENSE OF PLACE - POTENTIAL NOONGAR / NYOONGAR NAMES FOR BANKS RESERVE

Banks Reserve was re-named in the early 1960s after Perth City Councillor Ronald Banks. Prior to that it was known as the Swan Street Reserve taking its name from the main street into the park, and before that it was Walter's Brook named after an early landowner Walter Boyd Andrews.

The City of Vincent acknowledges that Banks Reserve is located on culturally significant land and as a result potential changes to the name of the reserve have been suggested by Len Collard.

The Banks Reserve area (Walter's Brook) has been identified as 'Warndoolier'. However, given that the cultural consultants stated that this area is of high significance for its spiritual, mythological and historical connections Noongar / Nyoongar might suggest other place names associated with its significance to give it more meaning for a "sense of place". Further the use of Noongar / Nyoongar place-names and use of Noongar / Nyoongar language is central to our identity; all throughout the southwest there are Noongar / Nyoongar place names, significant sites and landmarks. These connect us to our sense of place and give us a sense of belonging. The "language of the land" (Noongar / Nyoongar place names) connects all Noongar / Nyoongar to their cultural heritage.<sup>1</sup>

The following are the suggested Noongar / Nyoongar place names that capture the themes of the Whadjuk Noongar / Nyoongar cultural knowledge about the area.

<sup>1</sup> Len Collard, Aboriginal Heritage Significance Of The Survey Area – Banks Reserve (Walter's Brook) 2018

Waugal-mia-up	-	a resting place of the Waugal
Moort-al-up	-	one of our families home
Meriny-up	-	place of food gathering
Moort Karla-mia	-	Our families homefires/campfires
Beeliar-booja	-	Riverland - where the water meets the land



## 6.2 IMPLEMENTATION PLAN

The Banks Reserve Master Plan has been created to guide design and development of the facilities at Banks Reserve. The plan will ensure future development responds to the principles and desired outcomes that the community values.

The Master Plan implementation plan is detailed below with a number of component areas that could potentially be funded by different sources to achieve the overall vision.

An order of magnitude implementation budget (Table 1) has been developed for each stage and component area. This implementation budget aligns with financial years, priorities and directorates.

A detailed staging plan will be required when potential funding sources are identified and each component of the Master Plan will require detailed design and costing.

Title of works	Responsible Directorate	Priority	Year 1 18/19	Year 2 19/20	Year 3 20/21	Year 4 21/22	Estimated cost	Comments
Summers Street car park	Engineering	High	✓				\$120,000	
Temporary toilets	Engineering	High	✓				\$45,000	Installation of a temporary modus style public toilet and decommissioning of existing public toilets
Wheelchair charging point	Engineering	High	✓				\$10,000	Community budget submission
Playground and active zone (detailed design)	Engineering	High	✓				\$30,000	Detailed design prepared by landscape architect for playground and active zone
Lighting	Engineering	High	✓				\$70,000	Upgrade existing lighting to LED lighting along pathway
Plaza and boardwalk (detailed design)	Engineering / Community Engagement	High	✓				\$40,000	Detailed design prepared by landscape architect for plaza and boardwalk
<b>Total cost</b>							<b>\$315,000</b>	
<b>Indicative costs</b>								
Playground and active zone (construction)	Engineering	High		✓			\$500,000	Following detailed design
Boardwalk	Engineering	Medium		✓			\$450,000	WA Parks Foundation River Journeys Project to provide approx. \$100k-150k additional funds for construction of interpretation nodes
Recreational shared path	Engineering	Medium			✓		\$150,000	Grant funding available through Department of Transport
Building demolition	Engineering	Low			✓		\$50,000	Existing pavilion demolished
Plaza, beach area, car park	Engineering	Low			✓		\$430,000	
Lighting	Engineering	Low			✓		\$140,000	Lighting incorporated into new plaza
Toilets, kayak and container cafe	Engineering	Low				✓	\$300,000	
Oval path	Engineering	Low				✓	\$80,000	
Walters Brook crossing	Engineering	Low				✓	\$70,000	
<b>Total cost</b>							<b>\$2,170,000</b>	
<b>Subject to a business case and feasibility studies</b>								
New community facility and extension to carpark	Engineering	Low				✓	\$2,500,000	Subject to feasibility studies and a business case
<b>Total cost</b>							<b>\$2,500,000</b>	

Table 1. Table of the order of magnitude costs for the implementation of the Banks Reserve Master Plan

\* The above approximations do not include design fees, project management, escalation, intersection upgrades, major service upgrades or realignments, drainage modifications and major earthworks, major retaining walls to commercial precinct, built form associated with the commercial precinct, contractors profit and attendance.



6.3 PROJECT PHASING

The report recognises the broader framework and the steps that lead from master planning to staged implementation and operation, as follows:

- 1. Funding;
- 2. Staged detailed design & site planning approvals, as required;
- 3. Design detail & tender documents including development approvals - as required;
- 4. Construction (staged - as required); and,
- 5. Operation and management.

This detail design to construction phase would be necessary for larger stages, such as the play spaces, boardwalk, kayak storage and upgraded pavilion

Other smaller stages within the master plan may not need to go through a second detail design process. These 'quick-wins' could be projects such as lighting and car park reconfiguration which could be implemented relatively quickly and easily. These types of projects have direct positive impact for the reserve and it's users.







# BANKS RESERVE

## MASTERPLAN DESIGN GUIDELINES

*Prepared for The City of Vincent, October 2018*



CITY OF VINCENT

ucla



Prepared for:  
The City of Vincent  
Contact: Wayne Grimes  
Position: Senior Community Projects Officer  
Phone: 92736011  
Email: Wayne.Grimes@vincent.wa.gov.au

Table 1. Edition Details

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Prepared By	UDLA
Author	Theo Valentine
Status	DRAFT
UDLA Project Code	VINBMP

Table 1. Document Register

Document Register			
Version	Date	Amendments	Prepared By
A	19/10/2018	Final Draft	TV
B	26/10/2018	Final Draft Version 2	TV
C	31/10/2018	Final Draft Version 3	TV



Image 1. Banks Reserve amphitheatre, Source: UDLA (Cover)



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Image: Established Plane tree at Banks Reserve. Source: UDCA



## DESIGN GUIDELINES

### PURPOSE & PRINCIPLES



#### NATURAL & LOCAL AESTHETIC

Retain, maintain and enhance the natural features of the site by using natural and local materials and use subtle design features.



#### ROBUST & DURABLE

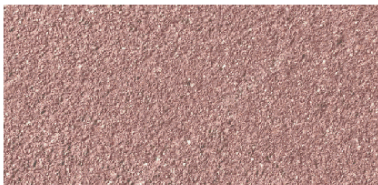
Materials that offer both robustness and durability.



#### CONSISTENCY

A consistent suite of furniture and materials, utilising natural hardwood timber, steel and earthy material tones to reflect the Reserve's natural environment.

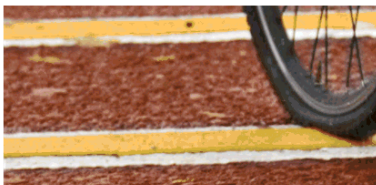
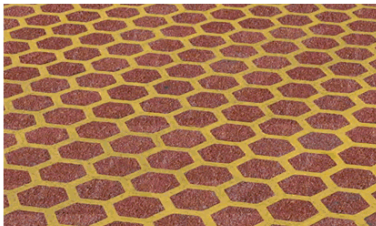
1.0 PATH SURFACES



Material: Red asphalt with concrete edge.

1.0.1 Banks Promenade

Banks Promenade is part of a high use commuter network. To comply with Department of Transport's 'Recreational Shared Path' requirements it is recommended that the Promenade is increased to 4m wide and resurfaced with 8ml stone red asphalt material with a concrete edge. This will prevent root invasion and maintain the usable width of the path throughout the reserve.



Material: Honeycomb pattern rumble texture.

1.0.2 Rumble Texture

To improve safety at crossing points throughout the reserve, it is recommended to incorporate fluorescent yellow rumble strips in a honeycomb pattern, or similar, 5-10 m before and after each crossing point. This will provide a physical and visual trigger for cyclists and pedestrians to use caution in these sections.

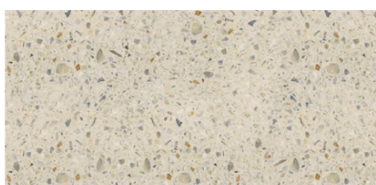


Material: Crushed limestone with concrete edge.

1.0.3 Oval Path

Crushed limestone with a concrete edge is recommended for pedestrian paths, such as the path around the oval. A concrete edge or 'mow-kerb' is essential for easy maintenance and to reduce regular re-surfacing. Cultural consultants recommend the use of limestone materials throughout the site (associated with the Waugal dreaming stories).<sup>1</sup>

<sup>1</sup> Len Collard, Aboriginal Heritage Significance of The Survey Area – Banks Reserve (Walter's Brook) 2018



Material: Exposed aggregate concrete footpath with earthy tones.

1.0.4 Pedestrian Paths

For areas where a hard surface is required it is recommended to use an exposed aggregate concrete path. To match the existing natural palette of the reserve it is recommended to use an earthy tonal base. Patterns and textures can be etched into the concrete making it a good surface choice to enable cultural interpretations to be incorporated into the paving.



## 1.1 PLAZA SURFACES

### 1.1.1 Plaza Paving

An exposed aggregate or granite cobblestone paving treatment is recommended for use around the plaza space. This paving treatment should reflect other paving treatments around the reserve. The colour and material palette should remain consistent in all paving upgrades and be of an earthy tone.

### 1.1.2 Plaza Decking

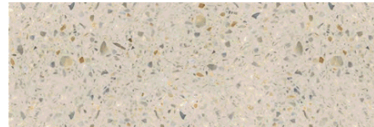
A hardwood timber decking is recommended for the foreshore plaza area. This decking should protect the root structures of the existing trees. An aborist should be consulted prior to any detail design as footing locations will need to be considered to maintain tree health.

Off the shelf timber elements may be incorporated into the decking structures or customised into the design. These elements would require detailed design.

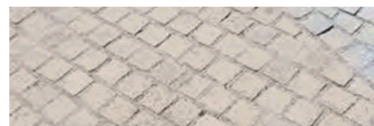
\* All elements containing cultural information should refer to cultural guidelines on pg. 7.



Material: Exposed aggregate concrete footpath with earthy tones.



Material: Granite cobblestone.



Material: Local hardwood timber decking.



Material: Etched text into exposed aggregate.

## 1.2 BOARDWALK

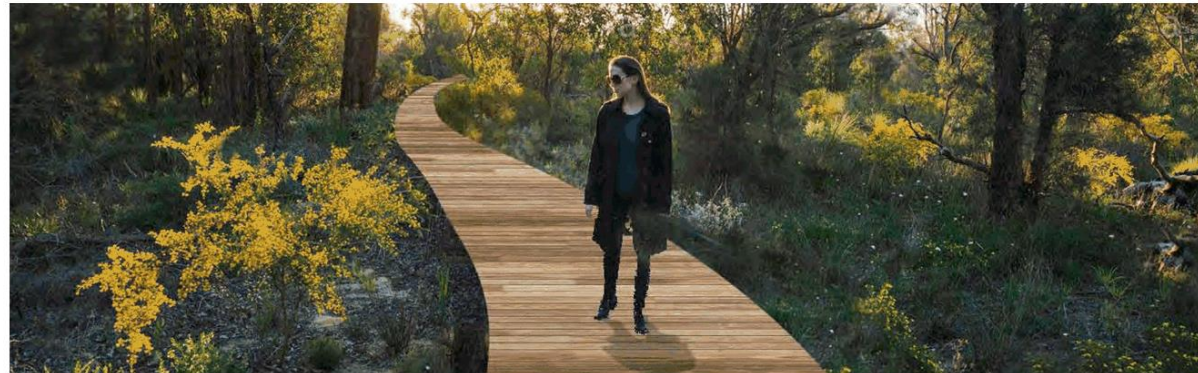
### 1.2.1 Boardwalk

Local hardwood timber is recommended for the Boardwalk surface. The surface and seating nodes should match those of the Plaza decking space. The Boardwalk should be raised to protect existing vegetation. An arborist should be consulted prior to any detailed design as footing locations will need to be considered to maintain tree health.

The Boardwalk is an ideal location for the future Swan Canning 'River Journeys Project' node. Following consultation and detailed design with Traditional Owners, this node could incorporate interpretive signage, history and other cultural elements at various points in and along the Boardwalk.\*

The Boardwalk should have DDA compliant ramps for all abilities access and be wide enough for 2 wheelchairs to pass side by side.

\* All elements containing cultural information should refer to cultural guidelines on pg. 7.



Example of raised timber boardwalk.



Material: Local hardwood timber decking.



Example of a windy timber path. (Note: DDA Compliant path would need a rail/edging)



## 2.0 PLAY SPACES

### 2.0.1 Nature Playground

The Banks Reserve playground is to be kept at a modest, low key scale. It is a neighbourhood park and this should be remembered throughout detailed design.

- The Master Plan recommends a nature play style playground which incorporates the natural slope, shady existing trees and a safe environment.
- Noongar / Nyoongar consultants recommend incorporating Whadjuk Noongar / Nyoongar themes within the play area such as the use of water in the playground.\*
- The use of materials should include limestone (associated with the Waugal dreaming stories) for feature walls and the like.
- If artworks or cultural interpretation elements are incorporated they should be commissioned from Whadjuk Noongar / Nyoongar artists.<sup>1</sup>
- Playground fencing materials to be consistent with natural elements in the playground. Fencing should be low in height and visually permeable.

\* All elements containing cultural information should refer to cultural guidelines on pg. 7.

### 2.0.2 Active Space

The use of subtle colour may be desired in the active play space as well as hardwood timber furniture.

<sup>1</sup> Len Collard, Aboriginal Heritage Significance of The Survey Area – Banks Reserve (Walter's Brook) 2018



Example of a similar size active space.



Example of subtle colour in an active space.



Example of natural and cost effective play elements.



Example of playground fencing.



Example of natural and cost effective play elements.



Cultural consultants recommend water be incorporated into the play area.



## 2.1 FURNITURE

### 2.1.1 Furniture Palette

Furniture palette should be consistent, honest and durable and reflect the natural aesthetic of Banks Reserve. In order to maintain and enhance the natural aesthetic of Banks Reserve, it is recommended furniture is made of durable materials, such as solid timber and galvanised steel.

Furniture should all be of a similar style to maintain consistency throughout the reserve. Re-ordering and maintenance will be easier if the furniture suite is kept to 1-2 suppliers.

- Timber boards fixed with stainless steel screws and galvanised steel legs
- Robust
- Low/easy maintenance
- Able to be configured in different ways
- Customisable with river/cultural theming through timber etching of suitable motifs



Steel fixings easily accessed for any maintenance.



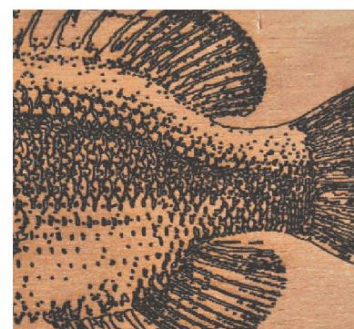
Opportunity to incorporate bike stands to end of bench.



Modular form for multiple configurations for larger spaces, with optional back rests.



Example of a solid, durable timber and steel picnic setting



Etching or painting of timber with river/cultural motifs.



Alternate seating option 'Northshore' supplied by Exteria street and park outfitters.

2.2 FIXTURES



Example of suitable drink fountain. Source: Street Furniture Australia.



Example of suitable bike rack. Source: Street Furniture Australia.



Example of suitable bollard. Source: Street Furniture Australia.



Example of suitable bin surround with customisable panel. Source: Street Furniture Australia



### 3.0 CULTURAL GUIDELINES / RECOMMENDATIONS

#### 3.0.1 Cultural Guidelines

The Plaza, Walters Brook and the Boardwalk areas are ideal locations to incorporate cultural elements. In order for the site to be interpreted to the public in a manner that is cognisant of and sensitive to Whadjuk Noongar / Nyoongar history and culture, these recommendations have been made by Professor Len Collard, a cultural consultant who collaborated on the Banks Reserve Master Plan;

- The City of Vincent commissioned a detailed Aboriginal Interpretation Plan. This would involve broader consultation and the design of walks and information panels.
- The interpretation should feature the Waakal/ Wargyl and a Dreaming story associated with the site. Only a brief summary of knowledge should be presented on signboards detailing the Waugal Dreaming stories. We recommend that this requirement is strictly adhered to and therefore, information on signboards is kept brief yet interesting enough for visitors to pursue further knowledge.
- The interpretation features stories about Noongar / Nyoongar camps ie mia-mia, Noongar / Nyoongar foods (hunting, fishing and land foods) and stories or signage about the six seasons ie the Kambarang season.
- Artworks are commissioned from Whadjuk Noongar / Nyoongar artists.
- The landscaping and planting should depict native plants and trees (to attract birds and other wildlife). Noongar / Nyoongar consultants to be utilised to inform the type of plants for the landscaping element according to the six Noongar / Nyoongar seasons.

Len Collard, Aboriginal Heritage Significance of The Survey Area – Banks Reserve (Walter's Brook) 2018

12 | BANKS RESERVE MASTER PLAN | DESIGN GUIDELINES



Example of River Journeys project at Heathcote Reserve, Applecross.



Example of River Journeys project at Heathcote Reserve, Applecross.



Example of a firepit and yarning circle built with the local community.

## 3.1 ENVIRONMENTAL OUTCOMES

### 3.1.1 Planting

All existing mature trees and large shrubs should be retained wherever possible. In areas where replanting is necessary the landscaping and planting should depict native plants and trees (to attract birds and other wildlife). Planting should also match existing vegetation types - see figure. If replanting the riverside, use plants suitable for that area. Noongar / Nyoongar consultants to be utilised to inform the plants for the landscaping element according to the six Noongar / Nyoongar seasons.<sup>1</sup>

### 3.1.2 Sustainability

- Consideration of materials with low embodied energy and also further consideration to 'whole of lifecycle' costs.
- Preference for recycled materials, such as recycled Jarrah for decking and recycled pavers for pathways.
- Preference for the use of local materials such as limestone where possible.

### 3.1.3 Water Sensitive Urban Design (WSUD)

Being at such close proximity to the river WSUD principles should be applied where possible to the reserve. Car parking should be designed with significant shade trees and WSUD basins to allow for increased opportunity to recharge groundwater supply and reduces downstream export of pollutants.

Fertiliser use should be kept to minimum and only utilised on active turf areas at critical times, to ensure

<sup>1</sup> Len Collard, Aboriginal Heritage Significance of The Survey Area – Banks Reserve (Walter's Brook) 2018

the performance of the turf is maintained.

Native species are recommended to be used across the site, reducing fertiliser and water costs; and ongoing maintenance of the site will include regu ure that fertiliser is only used as required.

### 3.1.4 CPTED

All features of the Master Plan have been designed to improve safety and meet CPTED (Crime Prevention Through Environmental Design) principals. Some of these include:

- Lighting
- Low planting
- Increased passive surveillance (through increase use)



Existing Vegetation Zone Map

**12.2 DRAFT PUBLIC OPEN SPACE STRATEGY - PUBLIC COMMENT FEEDBACK**

**TRIM Ref:** D18/169317

**Author:** Philippa Baker, Community Projects Officer

**Authoriser:** Michael Quirk, Director Community Engagement

**Attachments:** 1. Public Open Space Strategy December 2018 [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **NOTES** the public comment submissions received in relation to the Draft Public Open Space Strategy; and
2. **ADOPTS** the Public Open Space Strategy as shown in Attachment 1.

**PURPOSE OF REPORT:**

To consider submissions received during the recent public comment period on the City's Draft Public Open Space Strategy, and to seek Council adoption of the Strategy (**Attachment 1**).

**BACKGROUND:**

At the Ordinary Council Meeting on 13 November 2018, it was resolved that Council:

- "1: *RECEIVES* the draft Public Open Space Strategy;
2. *AUTHORISES* the Chief Executive Officer to advertise the draft Public Open Space Strategy for public comment for a period of 14 days inviting written submissions in accordance with Policy No. 4.1.5 – Community Consultation;
3. *NOTES* that the Public Open Space Strategy will be subject to further formatting and styling, as determined by the Chief Executive Officer, prior to publication; and
4. *NOTES* that a further report will be submitted to the Ordinary Council Meeting in December 2018 in regard to any written submissions received during the public comment period."

**DETAILS:**

In accordance with Council's resolution, the Draft Public Open Space Strategy was advertised for public comment for a period of 14 days between 14 November and 28 November 2018. The following consultation methods were utilised to raise community awareness during the public comment period:

- Project page and online survey on the City's Engagement HQ portal
- Posts on the City's social media channels
- Public Notice in The Guardian and Perth Voice local newspapers
- Direct emails to previous survey respondents, Community Engagement Panel and stakeholders consulted during preparation of the Strategy
- Public Notices on the digital screens at the City's Administration & Civic Centre, Beatty Park Leisure Centre and Vincent Library & Local History Centre
- Notice in the City's November 2018 e-Newsletter

During the public comment period, there were 164 visitations to the Public Open Space (POS) Strategy project page on the Engagement HQ portal with 91 people downloading the Draft Strategy and 41 people visiting the online survey page. 10 submissions were received during the public comment period with seven being in support of the Draft Strategy, zero being opposed the draft Strategy, and 3 being unsure. Throughout the entire duration of the project there were 1,100 visitations to the Public Open Space Strategy project page on the Engagement HQ portal.



Based upon the feedback received Administration has made one amendment to the Strategy with 'Figure 4: Access to any POS within the City of Vincent' updated to resolve an anomaly with catchment mapping surrounding Hyde Park. Based on that amendment further formatting changes were then made to Figures 5, 6, 7 and 8 so that the POS hierarchy relevant to each map is more easily identified.

Administration is not proposing any further amendments to the Strategy although other feedback received may be relevant during Strategy implementation, and therefore has been noted for further consideration.

### CONSULTATION/ADVERTISING:

A summary of the key comments within these public comment submissions is provided below:

	Comments Received	Administration Response
1.	The City is commended for its efforts to identify opportunities to improve POS in this already great locality. I have admired the efforts made in enhancing pedestrian and cycling infrastructure, providing extensive street tree plantings, supporting public art and activating the City's local centres.	Noted
2.	It is odd that the minimum size for the Local POS classification starts at 0.4ha or 4000sqm with many small-scale parks such as Hyde Street Reserve being less than 2000sqm. These small-scale parks have high patronage and value, and there should be a greater focus on providing such spaces more frequently within very localised contexts. These may be accommodated within underutilised spaces such as public car parks and excessive road reservations which do not require the City acquiring additional land.	The hierarchy utilised within the POS Strategy identifying Local POS as being between 0.4ha and 1ha is based upon the Classification Framework developed by the Department of Local Government, Sport and Cultural Industries. The bespoke POS Levels of Service includes Local Open Space as being between 0ha and 1ha.  Opportunities to convert road reserves and other underutilised spaces as POS is listed as a Key Action within the Strategy (Key Action 7).
3.	Consider upgrading Lynton Street Reserve in Mount Hawthorn.	Based upon the POS audits and gaps analysis an upgrade to Lynton Street Reserve was considered a lower priority compared to increasing POS provision within Mount Hawthorn.  Necessary upgrades to all POS will be identified and progressed on a prioritised basis through implementation of the Strategy (Key Action 10).
4.	Interested to see the individual spaces audit results and which underperforming spaces will be prioritised for works.	The key audit outputs in terms of accessibility, amenities, appearance, maintenance, safety and security from an independent audit of all POS throughout the City are included within Table 7.  Necessary upgrades to all POS will be identified and progressed on a prioritised basis through implementation of the Strategy (Key Action 10).
5.	Data is informative although 'quality' of the open space does not appear in the results. An example is Monmouth Street Reserve which appears as a local park but is effectively a vacant lot with grass and no other amenities.  Given the difficulties noted with land acquisition I would like to see conversion of road reserves to POS given greater priority.	The independent POS audit assessed all spaces in terms of accessibility, amenities, appearance, maintenance, safety and security. Necessary upgrades to each POS will be identified and progressed on a prioritised basis through implementation of the Strategy (Key Action 10).  Opportunities to convert road reserves into POS is listed a Key Action within the Strategy with short/medium term priority (Key Action 7).

	Comments Received	Administration Response
6.	It would be beneficial if the spatial analysis highlighted whether major roads impact POS accessibility as this impacts whether children or the elderly are able to safely access POS. The area of Mt Lawley bound by Walcott, Beaufort, Vincent and William Street is an example of a location where there is no POS within these major roads aside from the unusable Monmouth Street Reserve.	Sections 2.3 and 2.4 acknowledges accessibility issues prevalent within Vincent given the extensive distributor roads that act as a barrier.  Implementation of the Strategy will include further review of the POS Gaps Analysis to directly inform acquisition priorities (Key Action 5) and POS upgrade priorities (Key Action 10).
7.	The community requirements findings are supported particularly that the largest portion of users access POS on foot highlighting the importance of walkable access, the value of shade and vegetation, the value of areas for quiet enjoyment and reflection, the need for well-designed small local parks, and the conversion of roads and car parks to POS.	Noted.
8.	Generally support the Key Actions, but would like to add the repurposing of City owned land (including car parks) within the suburb of Mt Lawley as there is a lack of localised POS.  The conversion of road reserves to POS should be prioritised.	All opportunities to repurpose City owned land will be investigated and progressed through implementation of the Strategy (Key Action 4).  Opportunities to convert road reserves into POS is listed a Key Action within the Strategy with short/medium term priority (Key Action 7).
9.	Clarification is required regarding the proposed repurposing of land back to POS where there are existing commercial/community based leases.  There is not much City owned land available to repurpose.	All opportunities to repurpose City owned land will be investigated upon the expiry of existing lease arrangements although transitional arrangements may be required to reduce impacts on the various commercial and community based uses (Key Actions 4 and 8).  The proposed repurposing of some sites to improve POS provision and accessibility includes both City owned and City controlled sites. Key Action 4 has been slightly reworded to reaffirm this approach.
10.	There are several mapping errors within the POS Strategy and the POS hierarchy maps are misleading as they fail to recognise that higher- level parks such as Hyde Park service all of the functions of local, neighbourhood, district and regional parks.	The mapping anomaly is acknowledged and has been amended within a revised 'Figure 4: Access to any POS within the City of Vincent' included within the Strategy.  The mapping alone does not necessarily recognise the functionality of parks as while Hyde Park is classified as a regional POS it will be used as a local POS by nearby residents. Mapping is only one of the research elements used to inform the Strategy with industry trends, local government benchmarking, population demographics analysis, onsite audits and observations, scenario testing, and community consultation all directly influencing the Key Actions.
11.	I am glad to see mention of the need to consider the provision of habitat and biodiversity in the planning. This is very important as once lost they are very difficult to re-establish whereas sporting facilities are not. This POS Strategy and the Greening Vincent Plan are clearly strongly linked.	The POS Strategy forms part of the City's Integrated Strategic planning Framework to ensure alignment with other key plans/strategies including the Greening Plan. In combination, the Strategy and Plan will contribute towards the 'Enhanced Environment' priority area within the City's Strategic Community Plan.

	Comments Received	Administration Response
12.	<p>Concerned about any future development and commercialisation of Robertson Park. The park doesn't need a long term Development Plan and needs to be left alone as a park for the community.</p> <p>Birdwood Square should be used by community sporting clubs not for commercial use by the events industry.</p> <p>Hyde Park is being ruined by events and activities that involve amplified noise etc. which effects people wanting to use the park as a place for quiet retreat and relaxation. I strongly object to the use of the park as a cinema and an events venue.</p>	<p>Community feedback will be sought from nearby residents on the State Tennis Centre proposal at Robertson Park throughout December 2018 and January 2019, and Council will then further consider the matter.</p> <p>Birdwood Square provides limited functionality for sporting clubs, and therefore Key Action 32 within the Strategy identifies the opportunity to improve amenities so it can be used for a range of community events and recreation activities.</p> <p>As a regional POS Hyde Park is utilised for a wide range of activities including play, relaxation, recreation, functions and events. Key Action 27 within the Strategy identifies the opportunity to prepare a long-term plan for the park. While a balance between these activities is necessary, Hyde park will continue to attract a wide range of events given its size, location and amenities.</p>
13.	I support the level of service analysis that appear logical.	<p>The establishment of appropriate levels of service across the public open space hierarchy to guide decision making and ensure diversity across the open space network was a key objective of the Strategy.</p> <p>POS improvements, asset renewal and rationalisation will be directly informed by these levels of service (Key Actions 10 and 11).</p>
14.	I love the idea of making many streets one way and tuning the closed lanes into parkland.	Noted. Opportunities to convert road reserves into POS is listed a Key Action within the Strategy with short/medium term priority (Key Action 7).
15.	<p>The POS Classification Table should include bike ride time/distance in the catchment for district level open space.</p> <p>Statistics in Tables 3 and 4 are not consistent.</p> <p>The use of suburbs as a POS provision denominator is flawed. POS per 1,000 residents would be more effective than measuring POS as a percentage of land area.</p>	<p>Noted. Given the City's commitment to alternative modes of transport, including cycling, this may have merit. Table 2 within the Draft Strategy is primarily based upon the Department of Local Government, Sport and Cultural Industries POS Classification Framework. As that Framework does not include cycling and Administration has not accurately assessed the bike ride catchment for each POS classification level it has not been included in the Draft Strategy. Administration will investigate this recommendation further.</p> <p>It should be noted that Table 3 reflects POS in metres squared whereas Table 4 reflects POS in hectares.</p> <p>Administration and the Consultant, including the UWA Centre for Built Environment and health, identified the use of suburbs and POS as a percentage of land as suitable methodologies when interpreting data and mapping.</p>

**LEGAL/POLICY:**

Policy No. 4.1.5 – Community Consultation.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** The Draft Public Open Space Strategy has been prepared based upon comprehensive research and analysis and comprehensive consultation with the local community and a broad range of key stakeholders. The key actions proposed within the Strategy respond to a range of risks associated with the current provision and management of public open spaces throughout Vincent.

**STRATEGIC IMPLICATIONS:**

The Draft Public Open Space Strategy aligns with the following priorities and outcomes within the City's *Strategic Community Plan 2018 – 2028*:

*“Enhanced Environment*

- *Our parks and reserves are maintained, enhanced and well utilised.*
- *Our urban forest/canopy is maintained and increased.*

*Connected Community*

- *We have enhanced opportunities for our community to build relationships and connections with each other and the City.*
- *We recognise, engage and partner with the Whadjuk Noongar people and culture.*
- *Our community facilities and spaces are well known and well used.*
- *We are an inclusive, accessible and equitable City for all.*

*Thriving Places*

- *Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.*
- *Our physical assets are efficiently and effectively managed and maintained.*

*Innovative and Accountable*

- *Our resources and assets are planned and managed in an efficient and sustainable manner.”*

**SUSTAINABILITY IMPLICATIONS:**

The Draft Public Open Space Strategy aligns with the following objectives and actions within the City's *Sustainable Environment Strategy 2011-2016*:

- “4. *Ensure effective and efficient management of water supplies within the City*
5. *Protect and improve the quality of surface groundwater resources within the City*
6. *Re-establish, conserve and enhance floral and faunal biodiversity, native vegetation, green spaces and green linkages within the City.”*

The Draft Public Open Space Strategy also aligns with the following objectives within the City's *Greening Plan 2018-2023*:

- “1. *Increase canopy cover on public land*
2. *Enhance habitat and promote biodiversity.*
3. *Greening the town centres.*
5. *Greening the community.”*

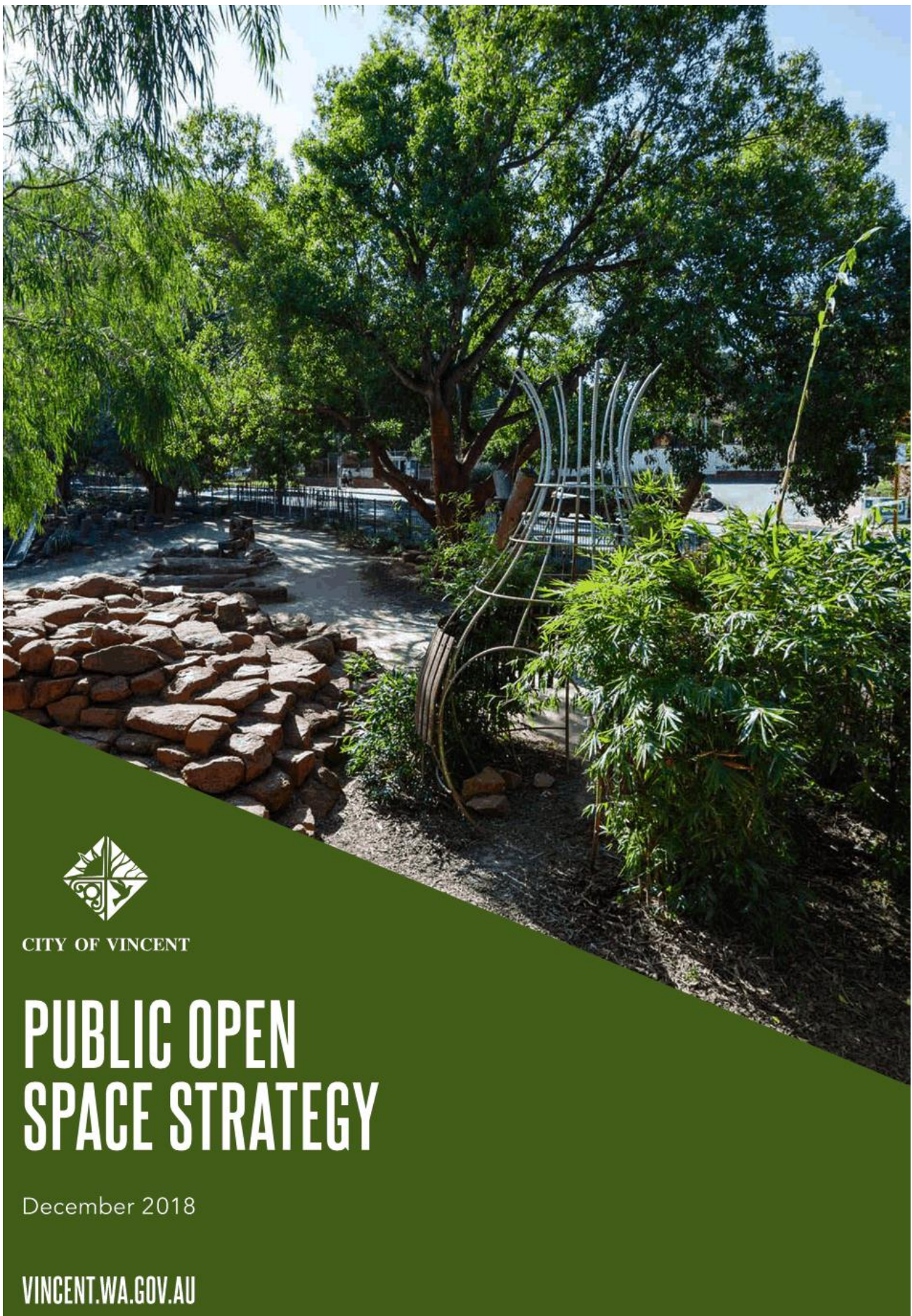
**FINANCIAL/BUDGET IMPLICATIONS:**

The draft Public Open Space Strategy includes a number of key actions and associated tasks that will be implemented across the short, medium and long term with funding to be allocated through the City's annual budget process and Long Term Financial Plan. Administration will prepare an Implementation Plan to identify priorities along with associated resource and funding implications following adoption of the Strategy.

**COMMENTS:**

Responses received during the public comment period were generally in support of the Draft Public Open Space Strategy with specific feedback to be considered further during Strategy implementation. It is recommended that Council adopt the Draft Public Open Space Strategy as shown in **Attachment 1**. The Strategy will then prioritise future investment and development of the City's public open spaces to meet current/future community demands.









## ACKNOWLEDGEMENT OF COUNTRY

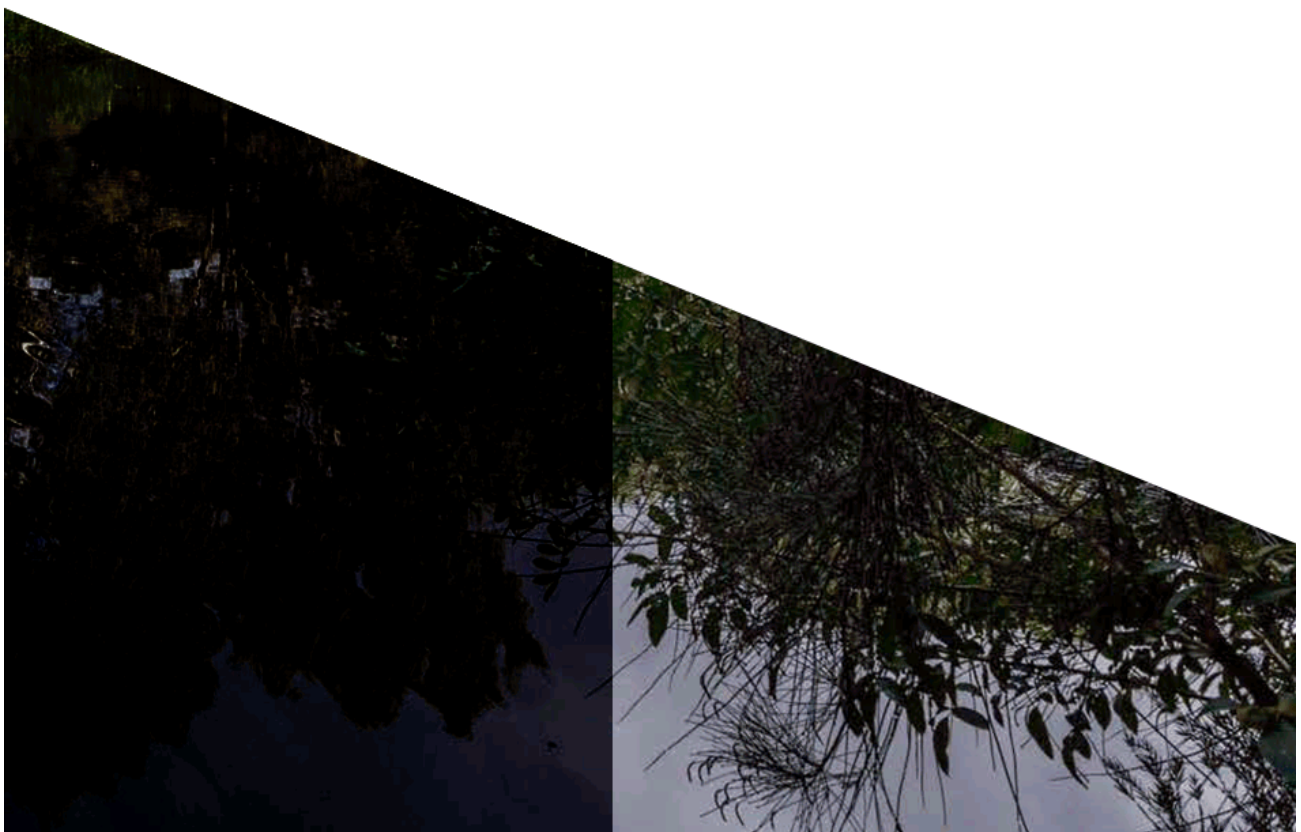
The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging.

We recognise the contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.

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## 1.0 PURPOSE

**The purpose of the City of Vincent Public Open Space (POS) Strategy is to provide a strategic framework that guides the management, provision, use of and investment in parks, reserves and other open spaces.**

### 1.1 VISION

The City of Vincent Strategic Community Plan 2018-2028 includes the vision that:

**In 2028, the City of Vincent is a leafy and vibrant 24hr city, which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says yes!**

This vision is underpinned by a number of key priorities including Enhanced Environment, Connected Community and Thriving places all of which directly align with the purpose and objectives of the City of Vincent Public Open Space Strategy.

The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.

Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.

### 1.2 OBJECTIVES

The objectives of the City of Vincent POS Strategy are to:

1. Maximise the value of open spaces for the community through improved amenity and functionality.
2. Identify and respond to the impacts of development, population growth and demographic change on the open space network.
3. Identify opportunities to improve access to and functionality of open spaces, and achieve a targeted

increase in overall open space provision through innovative practices.

4. To establish appropriate levels of service across the public open space hierarchy to guide decision making and ensure diversity across the open space network

### 1.3 VALUE OF PUBLIC OPEN SPACE

POS is an important part of everyday urban life and it delivers a wide range of health, economic, environmental and social benefits for our community:

#### Health

Parks are the most frequently visited type of open space with quality and well-maintained parks more likely to be used by the community. Local residents report higher 'neighbourhood satisfaction' and better health as a result of having access to parks and green spaces. They also act as connection points that provide increased opportunities to cycle and walk as the preferred means of transport. The City of Vincent Public Health Plan states that access to opportunities for physical activity and to open space, alongside providing adequate and appropriate facilities, is important to prevent chronic disease, promote social inclusion and improve mental health and wellbeing.

#### Economic

POS also provides opportunities for economic diversity. The use of parks and reserves for temporary commercial activities such as a Farmers Markets and mobile food vendors supports both existing and emerging businesses within the community. The activation of parks through weekend activity, including both locals and visitors, also increases trade across Vincent. Western Australian Football League (WAFL) and National Premier League (NPL) activities have the potential to generate local business interest due to increased visitations and exposure of the area to a wider television audience. The hosting of events at larger parks also increases activity and generates business particularly within our Town Centres.

#### Environmental

The inner city urban environment, including our green spaces, requires sensitive management to ensure it is protected for future generations. Through the City of Vincent Greening Plan there has been a focus on increasing canopy cover, landscape amenity and biodiversity throughout the community. Replanting of local plant and tree species within open spaces improves



and protects faunal habitat areas. The incorporation of water sensitive urban design and effective water use practices within open spaces ensures the efficient management of water supplies. Broad tree canopy cover within open spaces assists in addressing the adverse impacts of the 'heat-island' effect and minimising the environmental impact of higher density developments.

### Social

POS provides opportunities for the local community to socialise and gather, and improve connections across a range of diverse groups. Parks and reserves bring people together for a variety of sporting, cultural and social activities that benefit the personal development of individuals and enhance community spirit. The provision of high quality green spaces provide a mechanism to reduce obesity, increase social connections and improve community safety through natural surveillance. Importantly, these green spaces help shape the cultural identity of Vincent by providing unique character and delivering a sense of place for our local community.

## 2.0 USE OF THE PUBLIC OPEN SPACE STRATEGY

The POS Strategy is to be used as a mechanism to prioritise future investment and development of the City's public open spaces and to identify the relative merits of the use of space by various user groups and the diverse population base within Vincent. The Strategy should be applied as part of the City's Integrated Planning Framework that includes the Strategic Community Plan, Corporate Business Plan, Town Centre Plans, Greening Plan, Sustainability Strategy, Annual Budget and Long Term Financial Plan.



## 2.1 CITY OF VINCENT POS CLASSIFICATION

POS provision within the City of Vincent aligns with the Department of Local Government, Sport and Cultural Industries POS Classification Framework:

Table 1: POS classification by function, purpose and description

Function	Purpose	Description
<b>Recreation Spaces</b>	Recreation spaces provide a setting for informal play and physical activity, relaxation and social interaction.	Recreation spaces enhance physical and mental health through activity that provides relaxation, amusement or stimulation.  Recreation spaces include gardens and open parklands, community gardens, corridor links, amenity spaces, community use facilities and civic commons or squares.
<b>Sport Spaces</b>	Sport spaces provide a setting for formal structured sporting activities.	Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training.  Most sport spaces can also be accessed by community members for informal sport and recreation
<b>Nature Spaces</b>	Nature spaces provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values	Nature spaces provide opportunities for low-impact recreational activities, such as walking, cycling, picnicking, playing or exploring natural features. Nature spaces may include bushland, coastal areas, wetlands and riparian habitats, and geological and natural features.

In addition to the Classification Framework, the City of Vincent has identified a hierarchy of provision related to function:

Table 2: POS hierarchy by classification, description and broad catchment

Classification	Description	Catchment
<b>Local</b>	Local open space is usually small parklands that service the recreation needs of the immediate residential population. Primarily used for recreation and may include nature space.	0.4ha to 1ha Within 400 metres or 5-minute walk
<b>Neighbourhood</b>	Neighbourhood open space serves as the recreational and social focus of a community. Residents are attracted by the variety of features and facilities and opportunities to socialise.	1ha to 5ha Central to surrounding neighbourhoods, 10 minute walk
<b>District</b>	Consists of sufficient space to accommodate a variety of concurrent uses, including organised sports, children's play, picnicking, exercising dogs, social gatherings and individual activities	5ha to 15+ha Within 2 kilometres or 5-minute drive

<b>Regional</b>	Regional Open Space serves one or more geographical or social regions and is likely to attract visitors from outside any one local government area.	Size is variable and dependent on function
<b>Special Purpose</b>	Open space which is subject to a long-term lease with the City of Vincent and is utilised for a specific purpose (i.e. as a sports ground for WAFL, NPL or tennis use) where accessibility by the general public may be limited.	Catchment can be from a localised use to a broader regional function.
<b>Civic (Plaza / Special Purpose)</b>	Civic spaces which may provide opportunities for pop-up event spaces, Piazzas etc.	Generally localised

It should be noted that POS in the City of Vincent includes land that is accessible to the general public and excludes areas with restricted access such as sporting club leased areas where access is only obtained through club membership or payment of a fee (i.e. tennis, football, soccer clubs). Where public access is not prevented or restricted this is included within all calculations of POS.

## 2.2 CURRENT PUBLIC OPEN SPACE PROVISION

Current POS provision within the City of Vincent is shown in the table below. This identifies the current areas of POS for each suburb against projected population growth in 5-year increments and provision of POS per 1,000 head of population. If no additional POS is provided the City will see a gradual decline in POS provision per head of population as the population growth continues, resulting in increased density across the City.

Table 3: Current POS provision within the City of Vincent by classification and projected sqm per head of population distribution based on current POS levels

City of Vincent Classification	Current 2018 Area (m <sup>2</sup> )	Population by year and m <sup>2</sup> of POS per 1,000 residents				
		2016	2021	2026	2031	2036
		35,592	40,487	44,443	48,244	51,726
<b>Local Open Space</b>	74,740	2.09m <sup>2</sup>	1.84m <sup>2</sup>	1.67m <sup>2</sup>	1.54m <sup>2</sup>	1.44m <sup>2</sup>
<b>Neighbourhood Open Space</b>	286,700	8.06m <sup>2</sup>	7.08m <sup>2</sup>	6.45m <sup>2</sup>	5.94m <sup>2</sup>	5.54m <sup>2</sup>
<b>District Open Space</b>	175,200	4.92m <sup>2</sup>	4.33m <sup>2</sup>	3.95m <sup>2</sup>	3.63m <sup>2</sup>	3.39m <sup>2</sup>
<b>Regional Open Space</b>	311,600	8.75m <sup>2</sup>	7.67m <sup>2</sup>	7.01m <sup>2</sup>	6.46m <sup>2</sup>	6.02m <sup>2</sup>
<b>Lease Special Purpose</b>	213,700	6.00m <sup>2</sup>	5.28m <sup>2</sup>	4.81m <sup>2</sup>	4.43m <sup>2</sup>	4.13m <sup>2</sup>
<b>Civic Special Purpose</b>	1,300	0.037m <sup>2</sup>	0.032m <sup>2</sup>	0.029m <sup>2</sup>	0.027m <sup>2</sup>	0.025m <sup>2</sup>

When assessing the suburb by suburb level of provision, Perth and Leederville benefit significantly from having major sporting infrastructure within the suburb boundaries. This impacts on the overall provision within each of those suburbs as invariably the level of unfettered community access is low or none existent due to the nature of the sporting clubs which occupy the sites and the way in which community access to the site is managed.



The level of local open space provision is low in the City of Vincent and in the case of Highgate, there is no neighbourhood level POS provision within the suburb boundary. District level provision is limited in Mount Lawley, North Perth and Perth.

Table 4: Current POS provision by suburb (Net useable POS areas)

Suburb	Local Open Space	Neighbourhood Open Space	District Open Space	Regional Open Space	Civic Special Purposes	Leased Special Purposes
Highgate	1.25	Nil	Nil	Nil	0.02	Nil
Leederville	1.37	2.89	Nil	15.78	0.02	9.52
Mount Hawthorn	1.19	3.42	Nil	Nil	Nil	Nil
Mount Lawley	1.04	2.63	5.22	Nil	Nil	Nil
North Perth	0.92	9.6	8.83	Nil	0.09	1.12
Perth	0.88	5.09	3.47	15.38	Nil	7.99
West Perth	0.80	1.42	Nil	Nil	Nil	2.74
East Perth	Nil	3.62	Nil	Nil	Nil	Nil
<b>Total (ha)</b>	<b>7.45</b>	<b>28.67</b>	<b>17.52</b>	<b>31.16</b>	<b>0.13</b>	<b>21.37</b>
<b>% of POS</b>	<b>0.65%</b>	<b>2.52%</b>	<b>1.54%</b>	<b>2.73%</b>	<b>0.01%</b>	<b>1.87%</b>

When assessing the level of POS against the ten percent provision as suggested under Development Control Policy 2.3 (Department of Planning) there is a high level of inequity in the level of POS provision across all of the City of Vincent suburb areas (table number 5 overleaf refers).

The POS strategy as a minimum recommends the City of Vincent should achieve a 10% level of functional POS provision across the City to serve the current and future projected population. This will require a more innovative approach to the planning of POS which could include the re-purposing of existing sport and recreation space which is currently being leased and has limited public access; potential land acquisition and the more effective and efficient use of POS to intensify the potential functionality, accessibility and use.

Table 5: Current POS provision by suburb measured against percentage of land area (Net useable POS areas)

Suburb	Area of POS (ha)	Suburb Area (ha)	% POS Attributable
Highgate	1.27	41	3.1%
Leederville	29.58	150	19.7%
Mount Hawthorn	4.61	246	1.9%
Mount Lawley	8.89	109	8.15%
North Perth	20.56	309	6.6%
Perth	32.81	210 (Combined Suburbs)	17.3%
East Perth	3.62		
West Perth	4.96	76	6.52%
<b>City of Vincent (Total)</b>	<b>106.3</b>	<b>1,140</b>	<b>9.32%</b>

Figure 1: Current distribution of POS by hierarchy across the City of Vincent

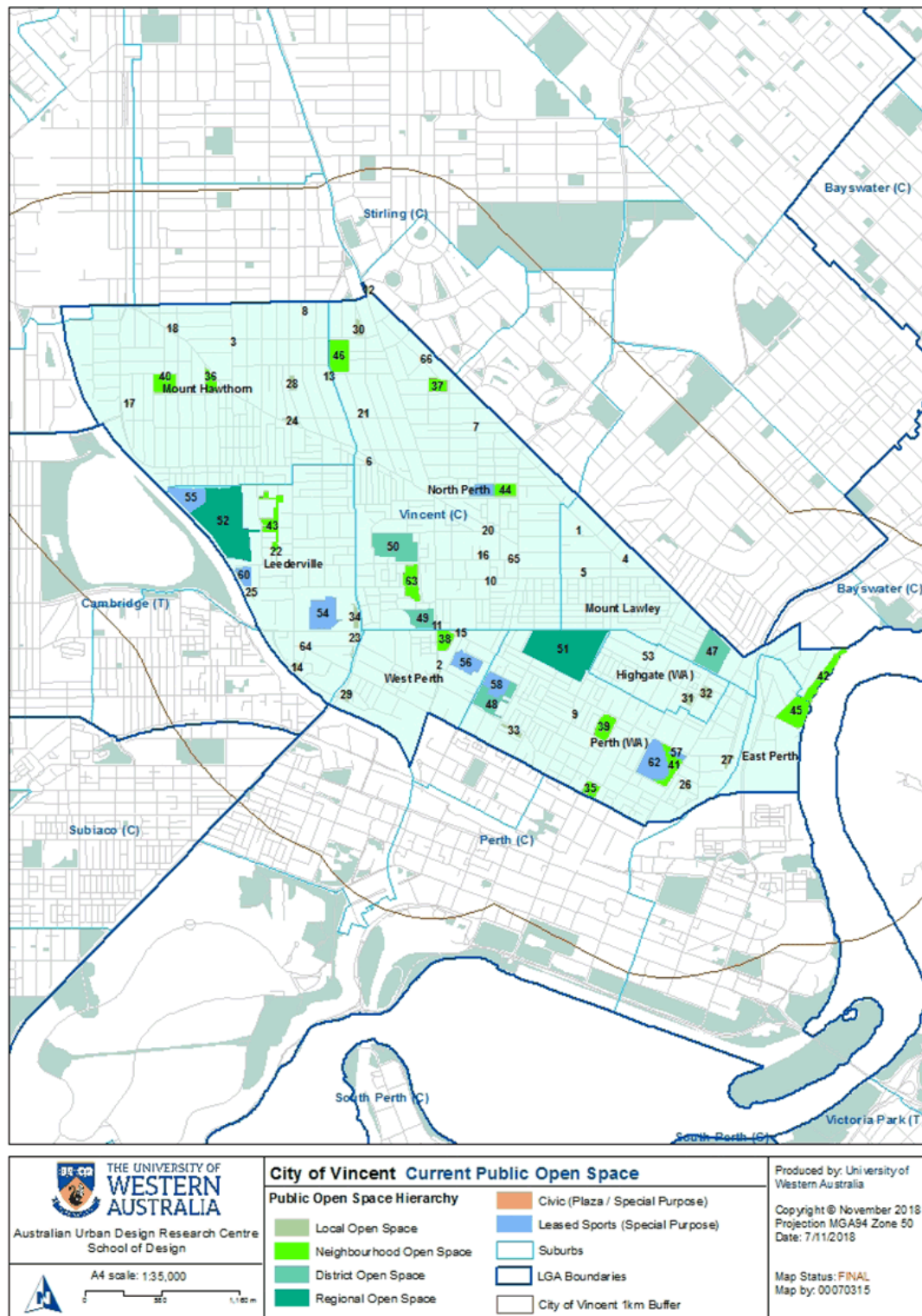
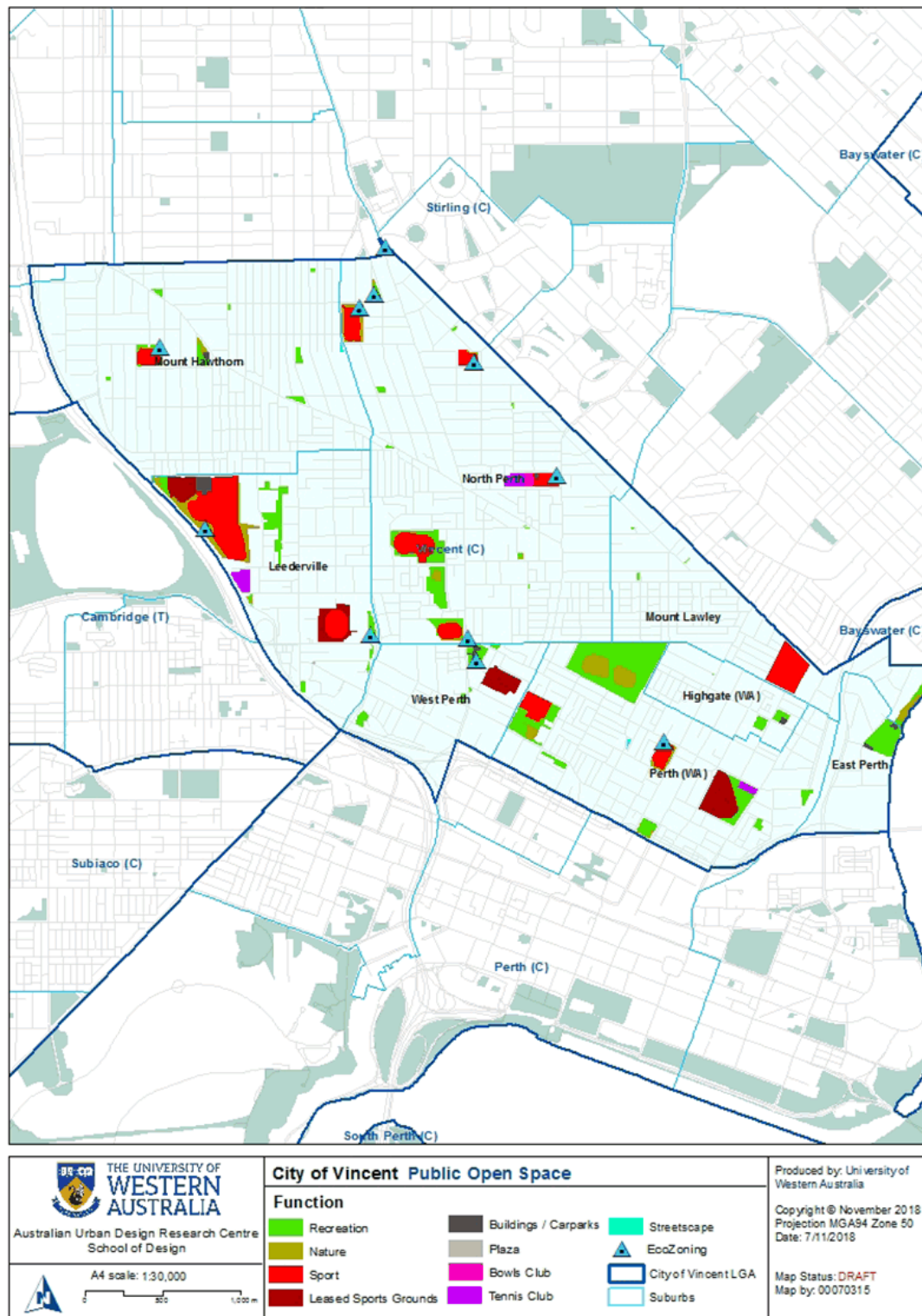




Figure 2: Current distribution of POS by function across the City of Vincent



## 2.3 LOCAL GOVERNMENT BENCHMARKING

An assessment of neighbouring local governments indicated that the City of Vincent has the lowest amount of POS hectares per thousand head of population

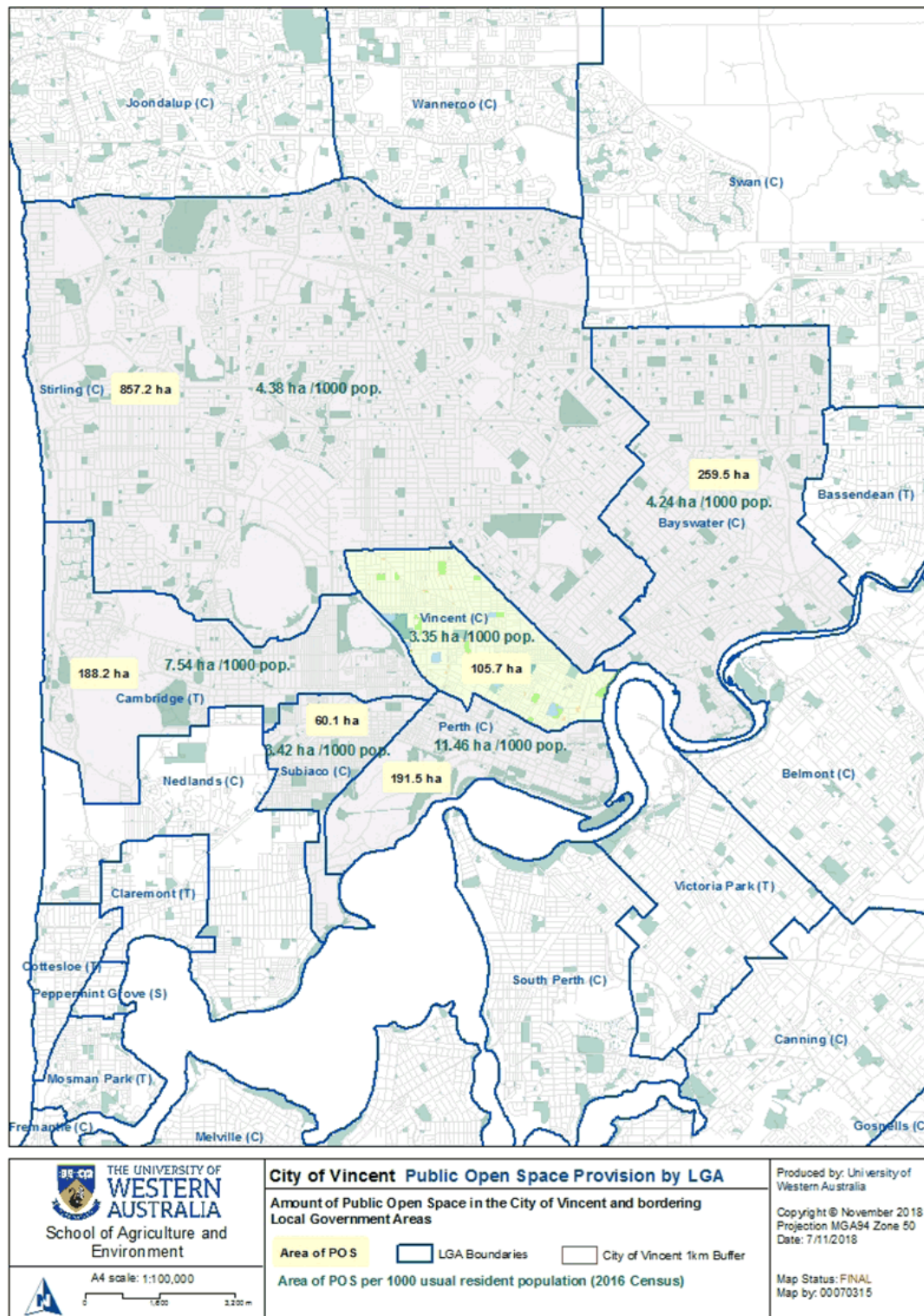
Table 6: Surrounding local government POS (per 1,000 head of population) compared to the City of Vincent

Local Government	Area of POS	POS Per 1,000 population
City of Bayswater	259.53	4.24 ha /1000 pop.
Town of Cambridge	188.17	7.54 ha /1000 pop.
City of Perth	191.50	11.46 ha /1000 pop.
City of Stirling	857.22	4.38 ha /1000 pop.
City of Subiaco	60.07	3.42 ha /1000 pop.
City of Vincent	106.3	3.37 ha /1000 pop.





Figure 3: POS provision within the City of Vincent compared to neighbouring local governments



While it could be assumed that residents within Vincent have good POS access and provision in neighbouring local government areas, in reality there are a number of critical barriers that influence this capability. These include the Mitchell Freeway which extends in a northwesterly direction adjacent to the western edge of the City and the Swan River which provides limited foreshore access. Much of the POS on the immediate boundary is limited in functionality and access. In addition, the significant road infrastructure which leads into and through the City of Perth CBD renders some POS inaccessible during high trafficked times of the day.

## 2.4 PUBLIC OPEN SPACE AUDIT

All POS throughout Vincent has been independently audited having regard to accessibility, amenities, appearance, maintenance, and safety and security. Key outputs from this audit include:

*Table 7: Outputs and conclusions reached from the visual audit of City of Vincent POS*

Consideration	Observation
<b>Asset Management</b>	Much of the infrastructure will be subject to replacement as it is ageing and looking tired and discoloured (as a result of bore water staining).
<b>Ageing Infrastructure</b>	The sporting reserves contain a number of pavilions, storage and viewing decks which have been developed in an ad hoc manner and require replacement and rationalisation to respond more effectively to modern day sporting needs.  In addition, there are a series of toilet blocks which are either in need of demolition or redevelopment. They do not meet current standards and potentially create opportunities for anti-social behaviour to occur.
<b>Dog Walking and Conflict Management</b>	There appears to be an inconsistent approach to the development of dog walking areas and the management of conflict associated with the use of shared use paths. In some areas play equipment is fenced and there is a natural separation between off-lead dog exercise areas and in others it is not evident.
<b>Heritage Values</b>	Many of the POS facilities have strong heritage values for both the Aboriginal community and early settlers. This needs to be recognised more effectively with consistent and relevant signage which is developed in partnership with the community to ensure the message is responsive to and reflects cultural values.
<b>Land Acquisition</b>	There is currently a significant shortfall of POS in West Perth, Mount Hawthorn and Highgate with little opportunity to address these issues through the acquisition of land. Alternative mechanisms to address the shortfall therefore need to be considered which may include a variety of initiatives in partnership with land-owners in the area.
<b>Leasehold Arrangements</b>	There are a high number of clubs within the City who have sole access to areas of POS without any direct obligation to ensure all community members have open and equitable access to the infrastructure. This needs to be addressed through the renewal of leases and re-defining the City's expectations of clubs through a consistent performance management process
<b>Park Amenities</b>	The majority of POS include basic standard amenities, including seating, drinking fountains, lighting and dual use path access. The level of amenity should be consistent with its functionality and use. It will be necessary to ensure the minimum level of amenities relative to functionality and use are planned and implemented in a staged manner on each POS.

<b>Play Infrastructure</b>	Where play infrastructure is located it is generally focused on small children and toddlers with little provision for teenagers and older children. This would need to be overcome through a separate strategic planning process focused on the strategic positioning of playground infrastructure.
<b>Signage and Wayfinding</b>	There is a lack of consistent signage and descriptors associated with POS provision within the City. A consistent approach should be adopted in future.
<b>Strategic Planning Alignments</b>	There have been a number of requests from community members to enhance and/or develop POS within close proximity to their residence. It has however been difficult to adequately determine priorities for investment as the requests do not strongly align to the current City of Vincent planning processes.
<b>Specific Purpose Sites</b>	There are a number of public open spaces, or part of public open spaces, that are currently utilised for a single purpose – most often often sporting club activities. A review of these sites should be undertaken as increased accessibility through shared-use, co-location and/or re-purposing such under-utilised resources could have a significant impact on addressing current recognised shortfalls in provision across City of Vincent suburbs.
<b>Traffic Management and Connectivity</b>	Current POS provision is impacted upon by extensive distributor roads within the City which are heavily trafficked and act as a barrier to access POS. Whilst some traffic calming measures have been installed and have been effective in increasing accessibility, there is still a need to further address this concern.

While the audit provides an assessment of the relative quality of POS provision, it must be considered in combination with analysis of the POS network catchment and accessibility indicators.

## 2.5 PUBLIC OPEN SPACE GAPS ANALYSIS

The mapping of infrastructure highlighted a number of considerations with the spread and accessibility of POS based on the hierarchy of provision. These are summarised below:

*Table 8: Identified gaps within the City of Vincent by classification*

Functionality	Gaps
Local POS	Mount Hawthorn in the southern and western portions. North Perth centrally and on the northeastern boundary. Within Mount Lawley, Highgate and Perth – a central sweep across the suburbs where the provision of local open space is lacking
Neighbourhood POS	Mount Lawley – a significant gap in provision across the central portion of the suburb Leederville and West Perth – a gap in provision on the southern tip of Leederville and northern portion of West Perth.
District POS	A significant gap expressed across the northern part of Mount Hawthorn.
Regional POS	Regional level provision is highlighted as being high across the City of Vincent and surrounding local government areas. This is mainly attributable to Hyde Park and Britannia Reserve.

In addition, mapping of POS within the adjacent local government areas was undertaken to assess the relative accessibility to POS outside of Vincent's boundaries. It should be noted that there are some significant barriers



to access adjacent to the boundary of Vincent. This includes the Mitchell freeway which runs along the western boundary and splits the City from potentially accessible POS within the Town of Cambridge, most notably Lake Monger. Whilst access to Lake Monger is achieved through a freeway underpass or overhead bridge, the extent of the road network and limited connection points would impact access for the majority of City of Vincent residents.

In terms of accessibility, it is evident that:

Access to all POS when hierarchies are combined is relatively high across the City of Vincent. The only exception relates to the western fringe of Mount Hawthorn which has little or no access to POS.

- Local POS provision indicated there are areas of little or no access to this level of provision within the City. Most notably, access to local level provision in Mount Hawthorn is particularly deficient within the western and southern portions of the suburb.
- Accessibility to Neighbourhood level POS indicates that across the City there is generally a good level of provision. Exceptions include Mount Lawley which has a significant deficit in this level of POS. In addition, the northwest corner of Mount Hawthorn is deficient in Neighborhood level POS.
- With the exception of Mount Hawthorn, District level POS accessibility is high across all suburbs.
- All suburbs have good access to Regional level POS. This is generally indicative of the amount of regional level infrastructure provided in the City. It should be noted however that due to leasing agreements and current site operations, some of these sites are relatively inaccessible to the general public (for example NIB Stadium, Dorrien Gardens, Litis Stadium and tennis club infrastructure).



Figure 4: Access to any POS within the City of Vincent

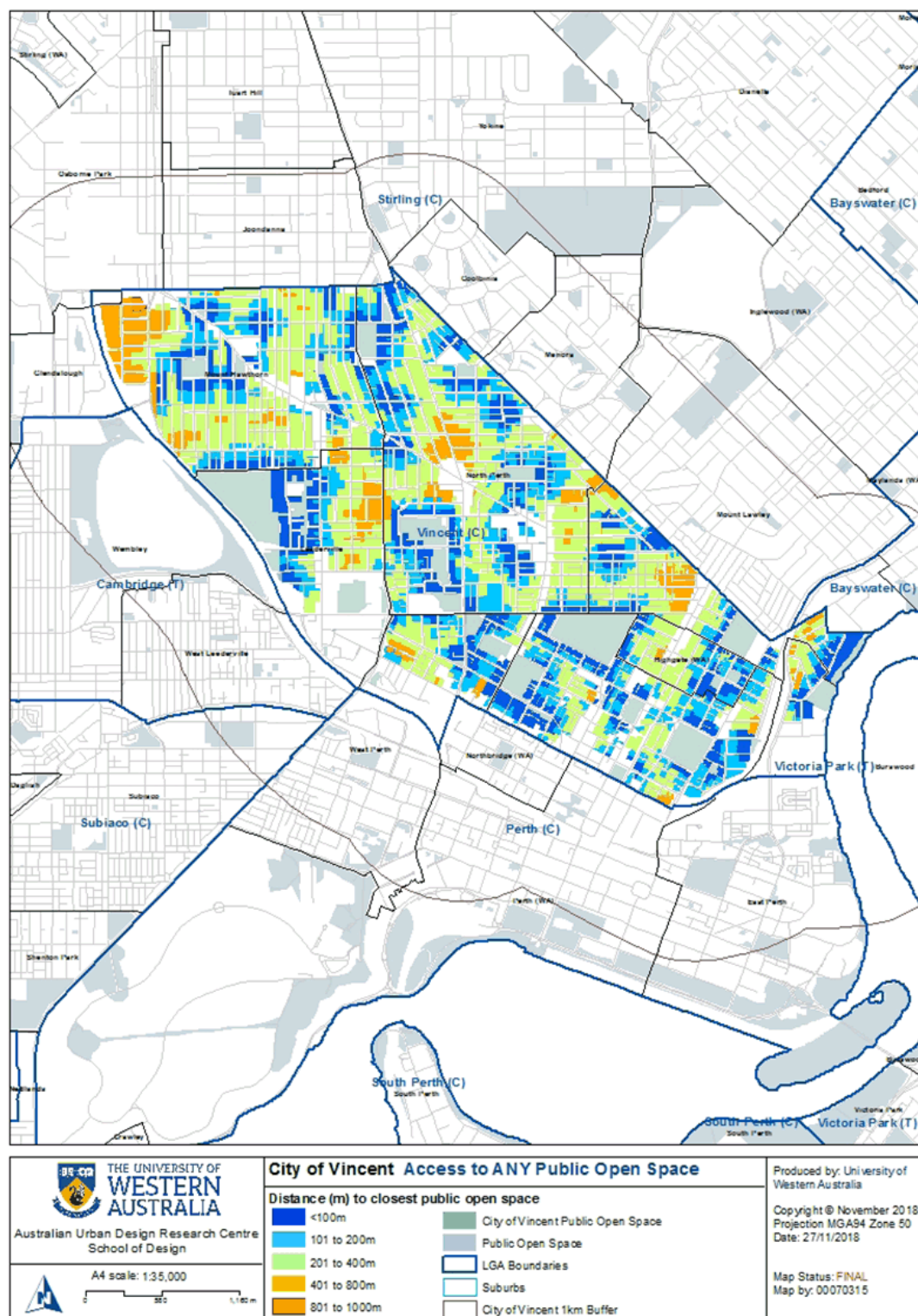




Figure 5: Access to Local POS within the City of Vincent

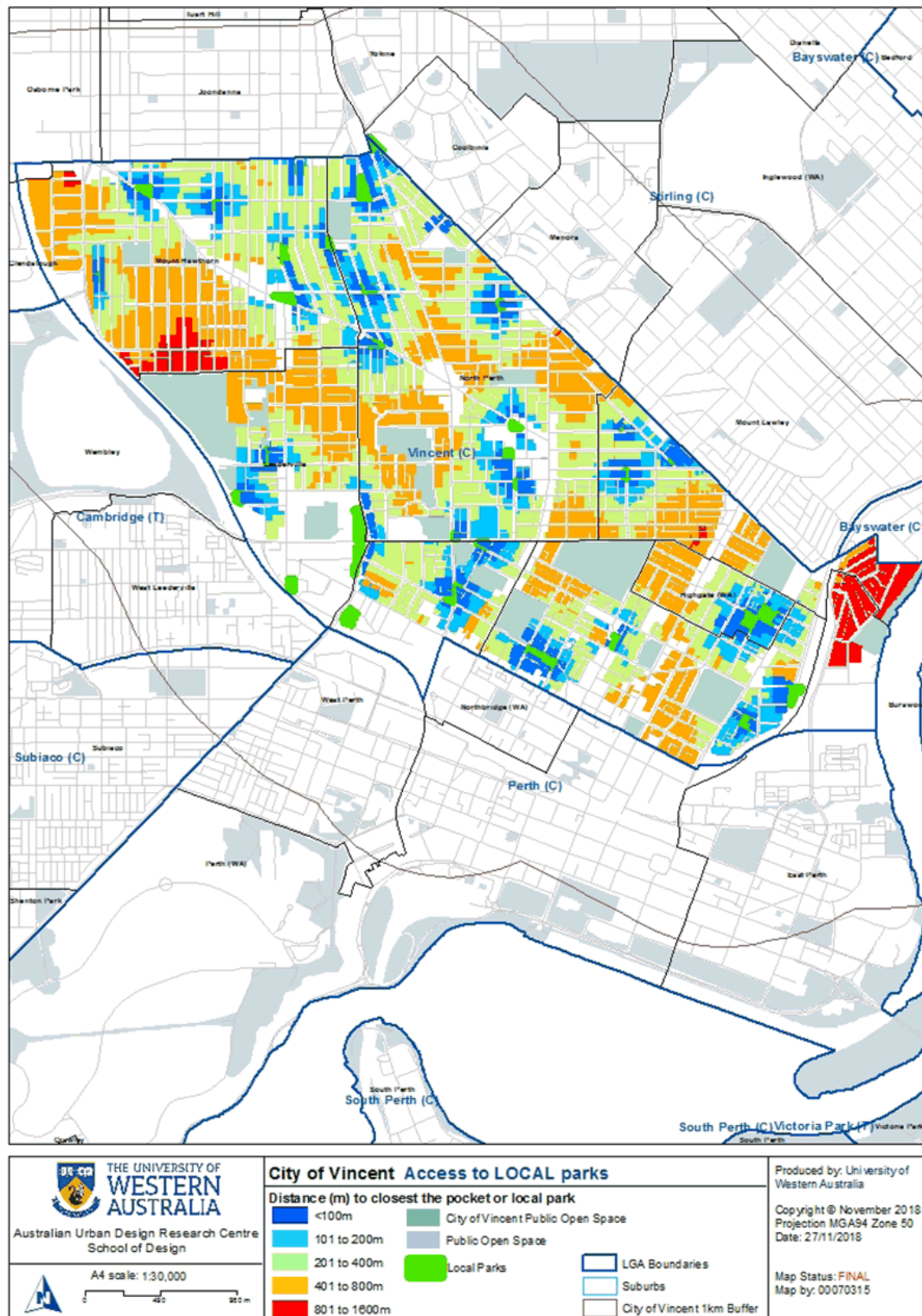


Figure 6: Access to Neighbourhood POS within the City of Vincent

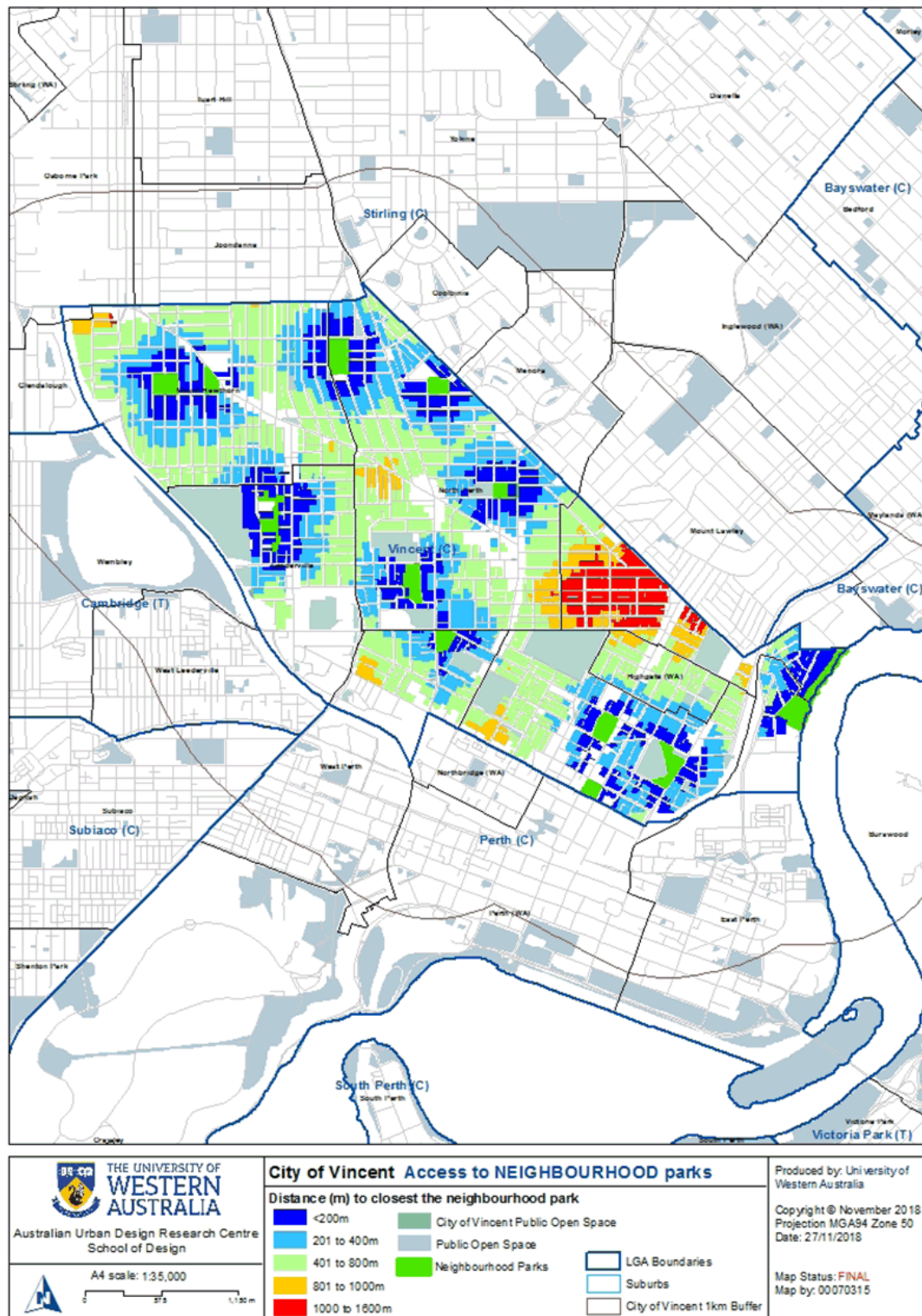


Figure 7: Access to District POS within the City of Vincent

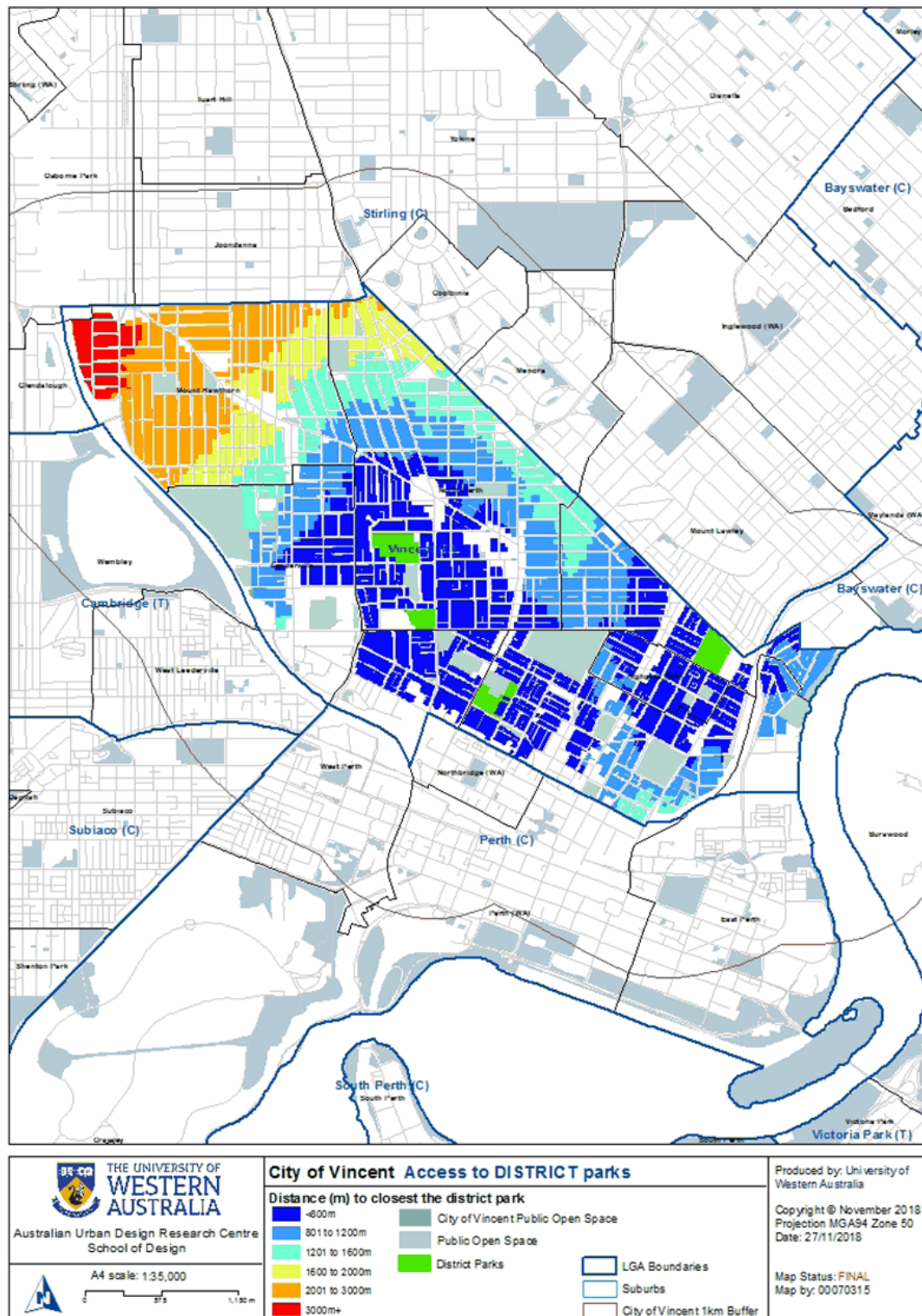
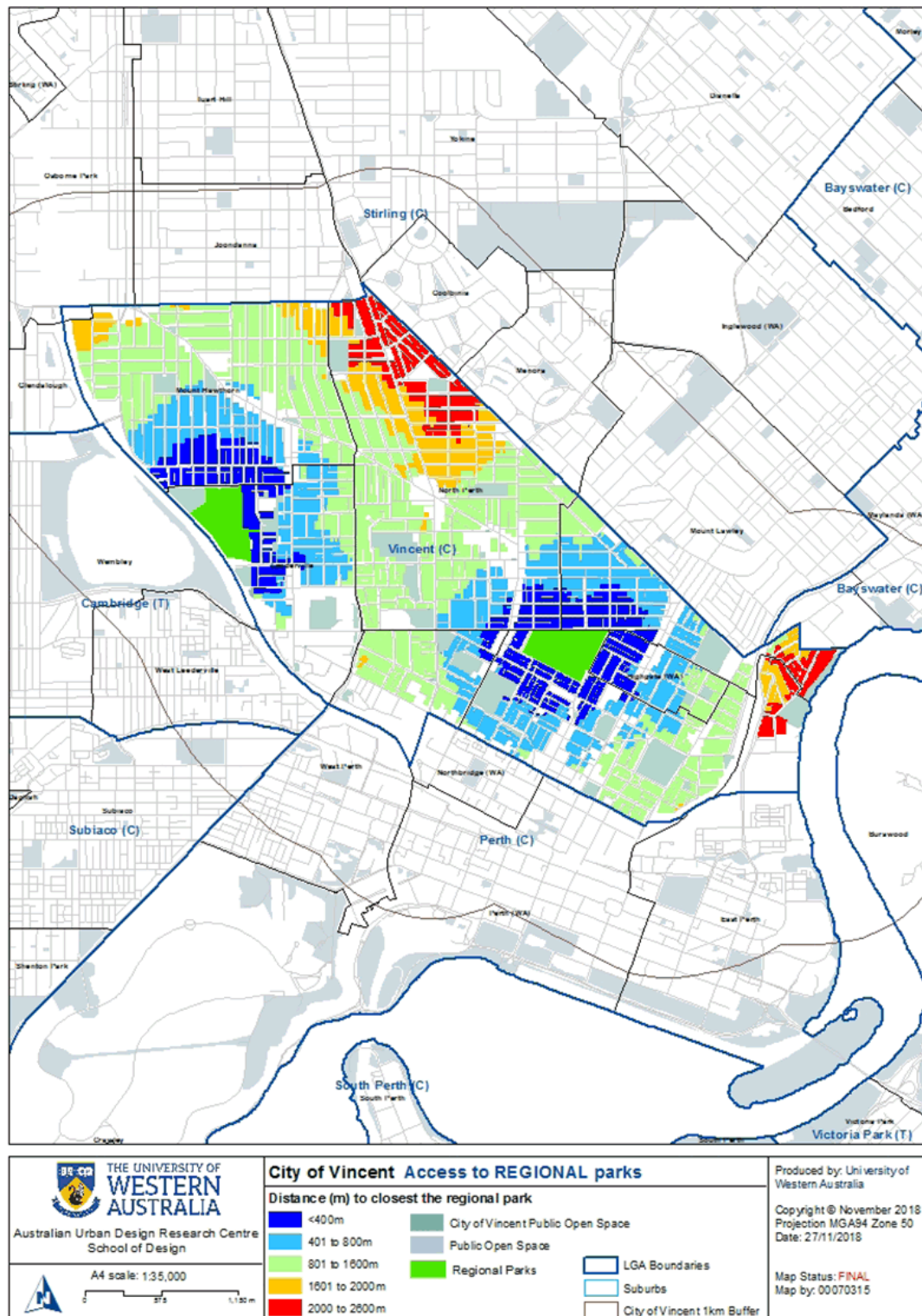




Figure 8: Access to Regional POS within the City of Vincent





## 2.6 PUBLIC OPEN SPACE NETWORK ANALYSIS

The POS network has been analysed through a series of scenarios to provide direction on future City growth and required responsiveness:

### **Residential Lot Access to POS within 400m and 800m Walkability Catchments**

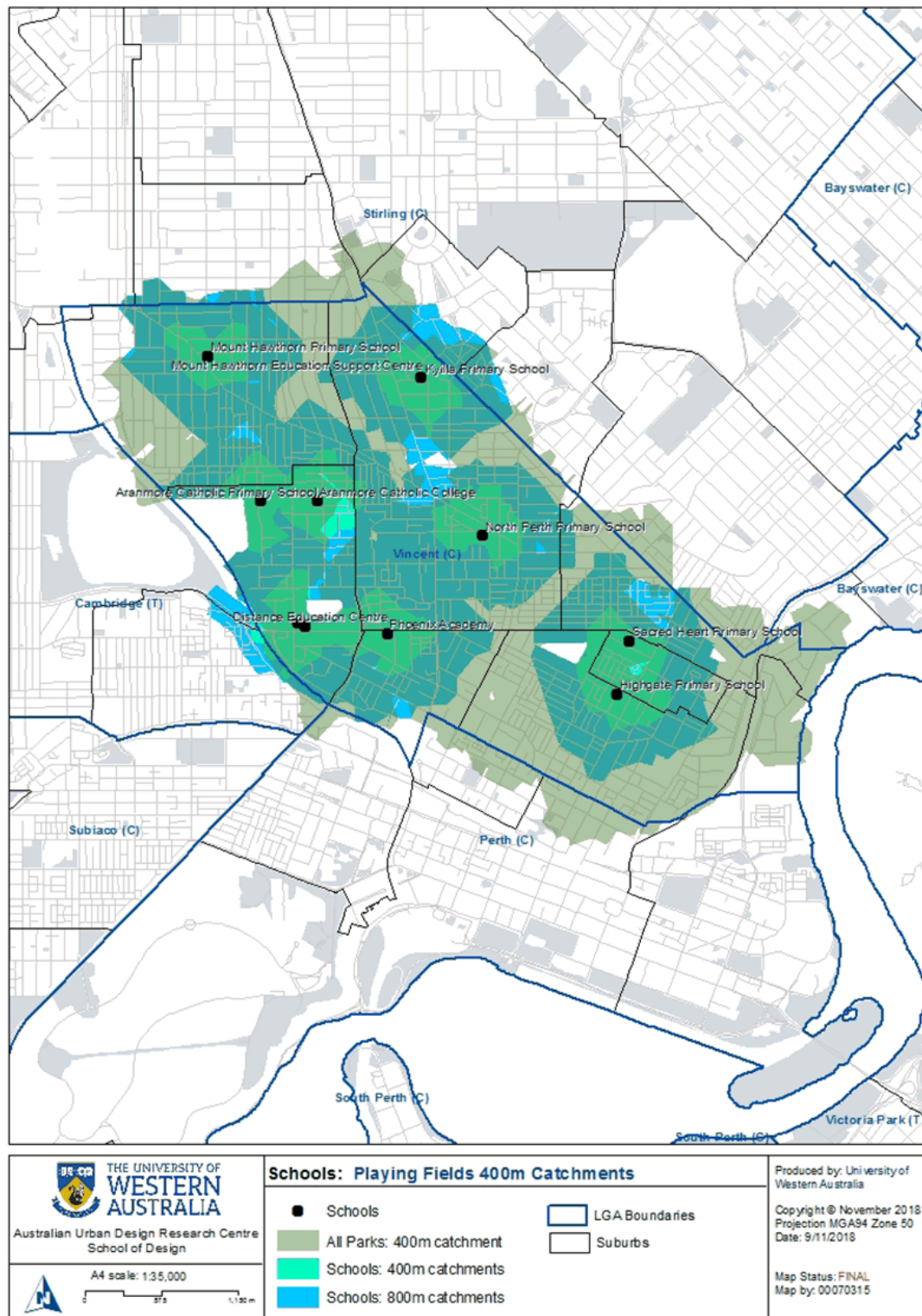
The accessibility deficits across selected areas within each suburb have been identified through the POS Gaps Analysis with a range of mechanisms required to offset such shortfalls. This may include the re-purposing of existing landholdings, acquiring landholdings, negotiating short to medium term conversion of privately owned landholdings, improving connectivity between POS, and improving the amenity of existing POS.

### **School Playing Fields Accessibility**

The provision of school playing fields across the City provides an opportunity to offset any deficit in sporting and local POS provision.

- Local Primary Schools including Mount Hawthorn, Kyilla, North Perth, Aranmore and Sacred Heart have the potential to offset gaps in Local level POS within the suburbs of Mount Hawthorn, North Perth, Highgate, Leederville and Mount Lawley.
- Access to primary school oval sites provide opportunities to expand current club infrastructure for junior activities in particular. This provides a potential resource for sporting clubs as they expand junior training, development and competition structures.
- In order to maximise community access and offset deficits in POS provision, ongoing dialogue will be necessary with the Department of Education and individual School Principal's. Shared or dual use agreements should be explored as a mechanism to secure public access where necessary

Figure 9: Access to school playing fields within 800m of residential catchments  
(incorporating all existing POS catchments)





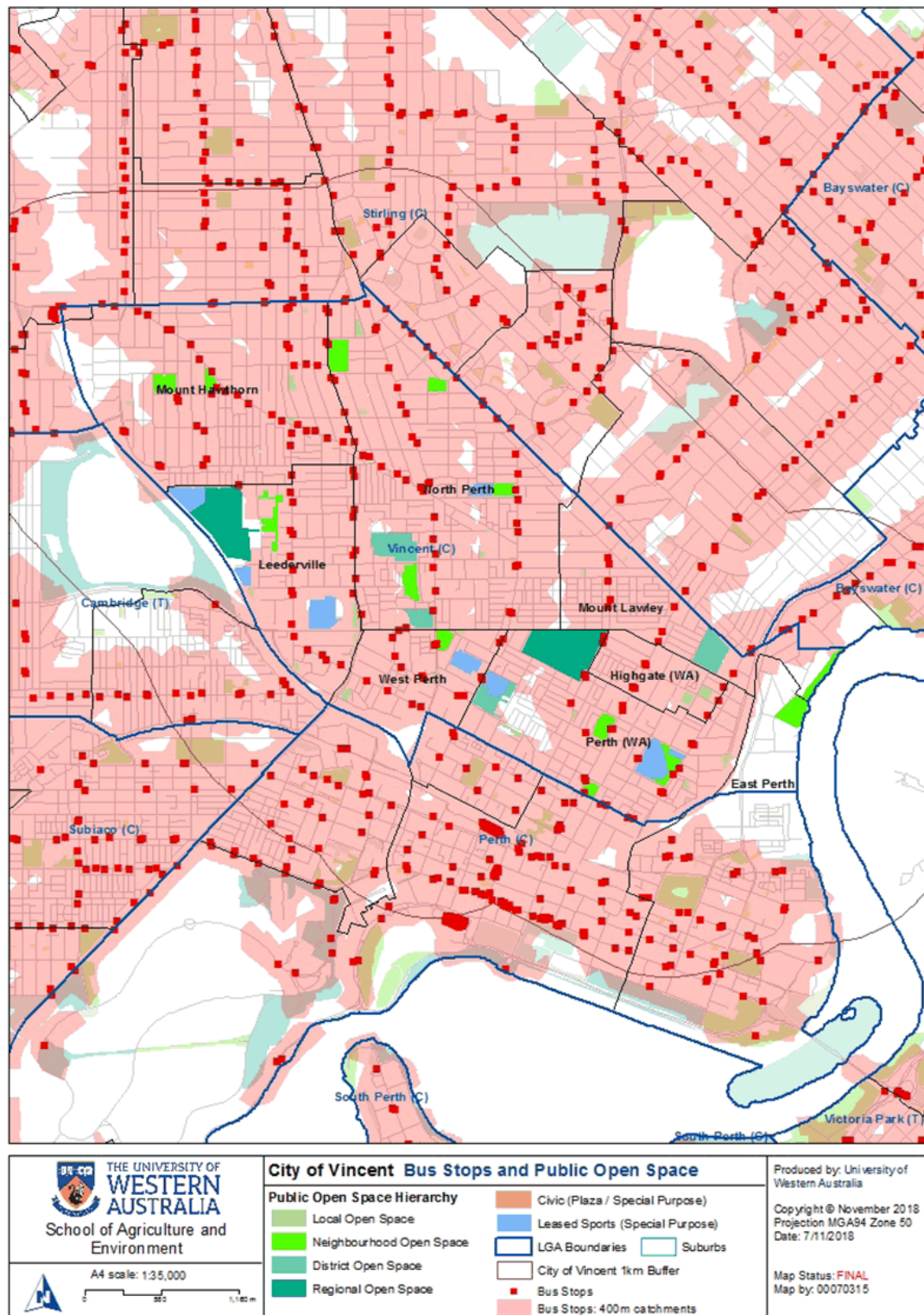
### Public Transport Accessibility

The provision of public transport across the POS network provides an opportunity to ensure broad connectivity and accessibility. Analysis of POS within 400m of a bus stop indicated:

- The majority of POS in the City of Vincent at all functional levels is directly accessible by public transport.
- There are small pockets within all suburbs where accessibility by public transport does not meet the 400m walkability guideline.
- East Perth, the western portion of Mount Hawthorn and a central area within the Perth suburb have significant areas where accessibility by public transport is not meeting that guideline.
- Ongoing dialogue with the Public Transport Authority of Western Australia, as well as consideration within the City's Integrated Transport Strategy will be required to address this deficiency.



Figure 10: Public transport (bus) accessibility to POS within the City of Vincent







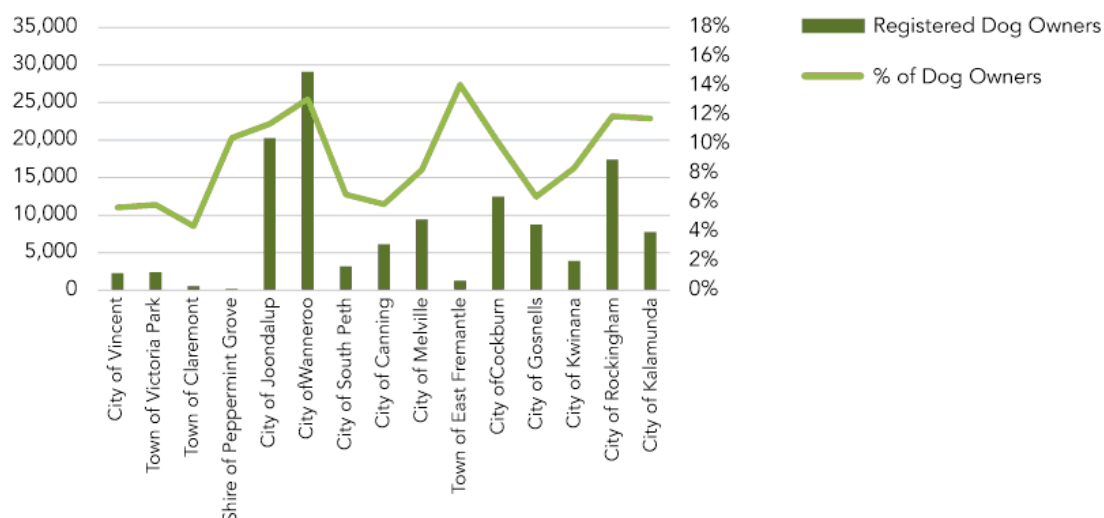
### Dog Exercise Areas Accessibility

The identification of current dog exercise areas by catchment (400m and 800m) and accessibility by residential lots has provided an understanding of the level of provision and potential gaps. The analysis indicated:

- Provision of dog exercise areas across the City is reasonable for people who are willing to walk 800m to access parks.
- Provision within 400m is relatively poor, with large areas of the City inaccessible to dog owners who are not prepared to travel to gain access to exercise areas.
- Overall, accessibility to dog exercise areas is provided for most residents within a 1km catchment. This indicates that the level of provision is relatively good for those members of the population who are mobile and have the time and capability to exercise their dogs.

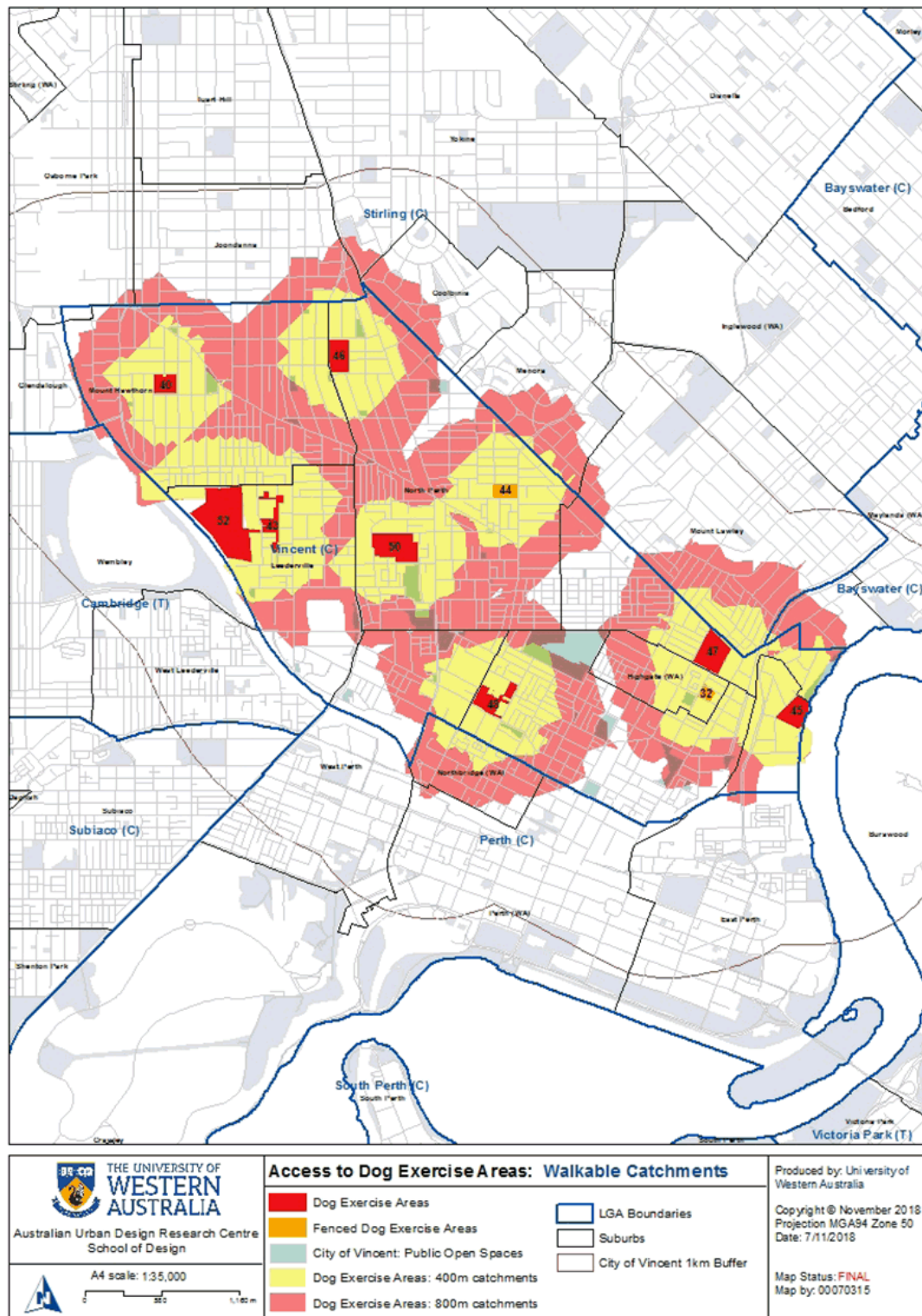
Significant community feedback has been received, through both the POS Strategy and Strategic Community Plan's engagement processes in relation to improved dog exercise opportunities, including fenced off-leash exercise areas. To provide context to the potential demand for such infrastructure an assessment of dog ownership across selected local government areas was undertaken:

Figure 11: Selected dog ownership by local government area (Source: City of Vincent)



This indicates that relative to the selected local government authorities the City of Vincent has a low level of registered dog ownership as a percentage of the resident population. While demand exists for controlled dog exercise and walking areas, care needs to be taken to ensure they do not adversely impact on the broader public accessibility and usage of open spaces.

Figure 12: Accessibility to dog exercise areas (by catchments)





### Leased Open Spaces Utilisation and Accessibility

Given the high number of open spaces, or part of, currently utilised for a specific activity, the repurposing of some sites to improve public utilisation and accessibility may be required. The analysis indicated:

- Various Special Purpose Use open spaces dispersed along the southern and southwest boundary of the City including Dorrien Gardens, Litis Stadium, Leederville Oval, and Nib Stadium.
- They all provide an opportunity to offset the lack of access to Neighbourhood level POS within extended 800m catchment areas of the reserves. This would however, have limited impact in offsetting the deficit in access to local parks.
- Leederville Oval and Litis Stadium provide the most achievable options for improving community accessibility to Special Purpose Use sites.
- There is a high number of sports specific facilities within Vincent, most notably tennis courts, which may provide potential to address known shortfalls in local and neighbourhood park provision.
- There is a high number of City managed landholdings where leases and/or licenses are due to expire in the short to medium term. Any future arrangements should closely consider community needs and gaps in the POS network.
- The management and utilisation of numerous other local, neighbourhood and district open spaces by sporting clubs may also need to be reviewed to ensure an effective balance between active and passive activities.

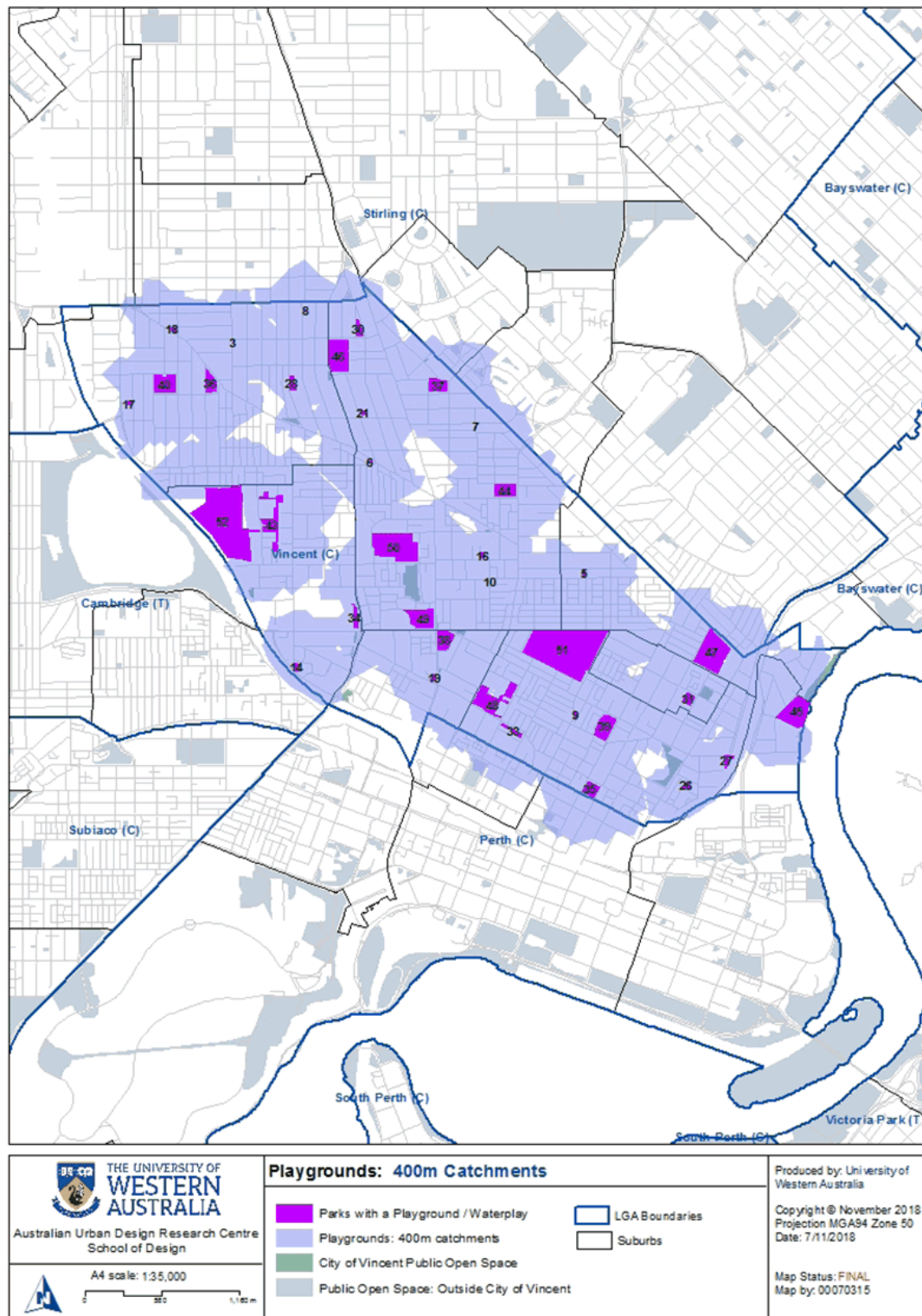
### Playground Accessibility

To gain an understanding of the relative access of playground infrastructure to the resident population of Vincent all playgrounds were mapped and 400m catchments assessed. The analysis indicated:

- While approximately 85% of the resident population has access to playground infrastructure within 400m of their property, there are significant gaps in accessibility across all suburb areas (with the exception of the suburbs of Highgate and Perth).
- Often accessibility is constrained due to the impact of busy road infrastructure.
- Significant gaps in playground access exist in the suburbs of Mount Hawthorn (north west), Mount Lawley (eastern boundary) and North Perth (central and east).
- This analysis did not consider the age appropriateness of the infrastructure although a POS audit highlighted a distinct lack of play equipment for older children and teenagers. The majority of play infrastructure is focused towards toddlers and young children.



Figure 13: Access to playgrounds – 400m catchments



**Youth Spaces Accessibility**

Based on population growth and community demographics the provision of youth orientated infrastructure within POS will need to be closely considered. An assessment of existing access to youth infrastructure indicated:

- Access to such facilities were limited within a 400m catchment, but reasonably well provided for within an 800m catchment associated with the suburbs of North Perth, Highgate, Perth, West Perth and Mount Lawley.
- Significant accessibility gaps however in the suburbs of Leederville and Mount Hawthorn and the western edge of North Perth. In addition, the southeastern portion of Perth and Highgate are not well provided for.
- The limited level of provision for youth within an 800m catchment of residences is a significant issue that will need to be addressed through a focused approach on the needs of the youth and the potential development of a specific strategy to determine ongoing recreational needs.

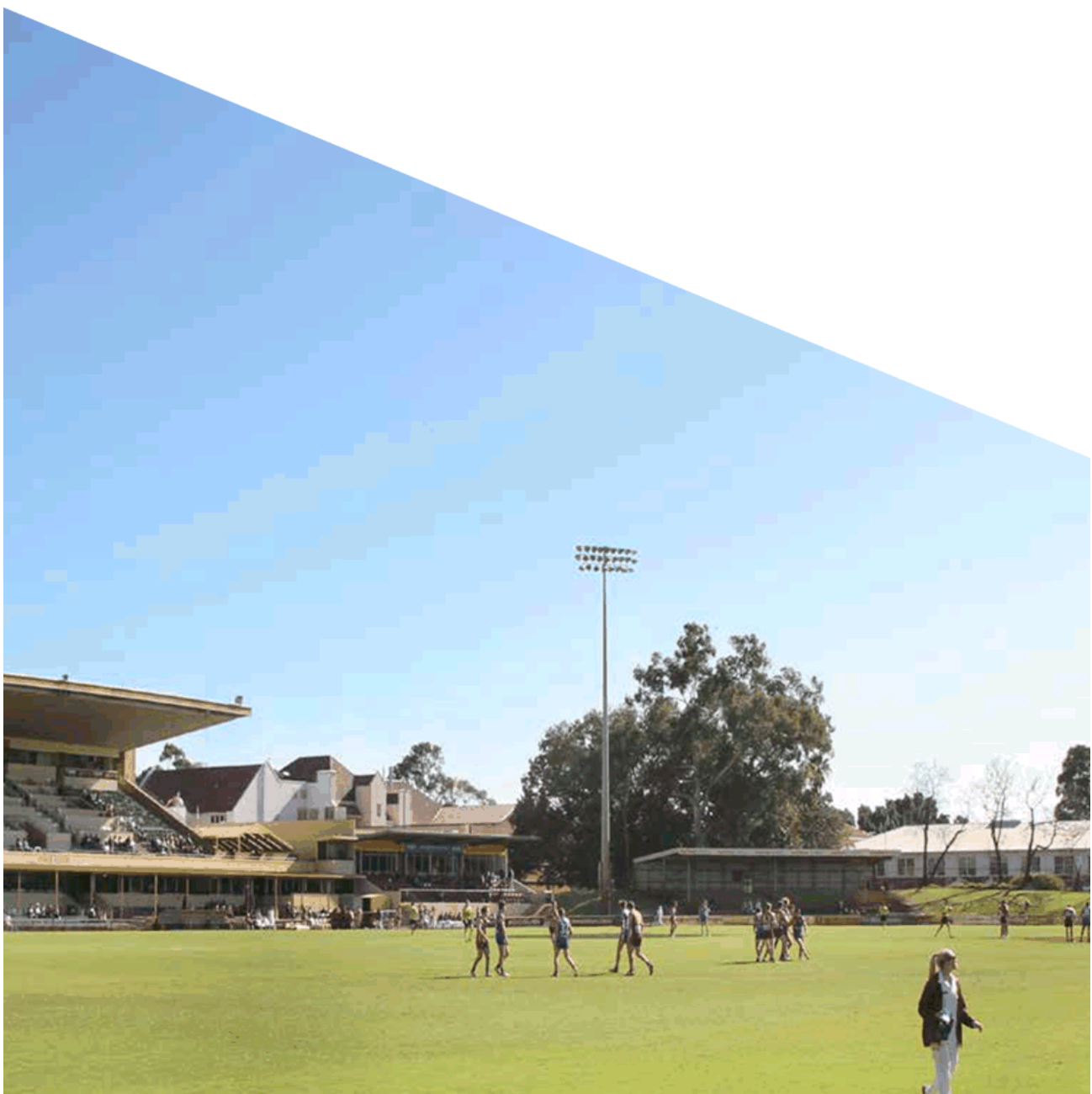
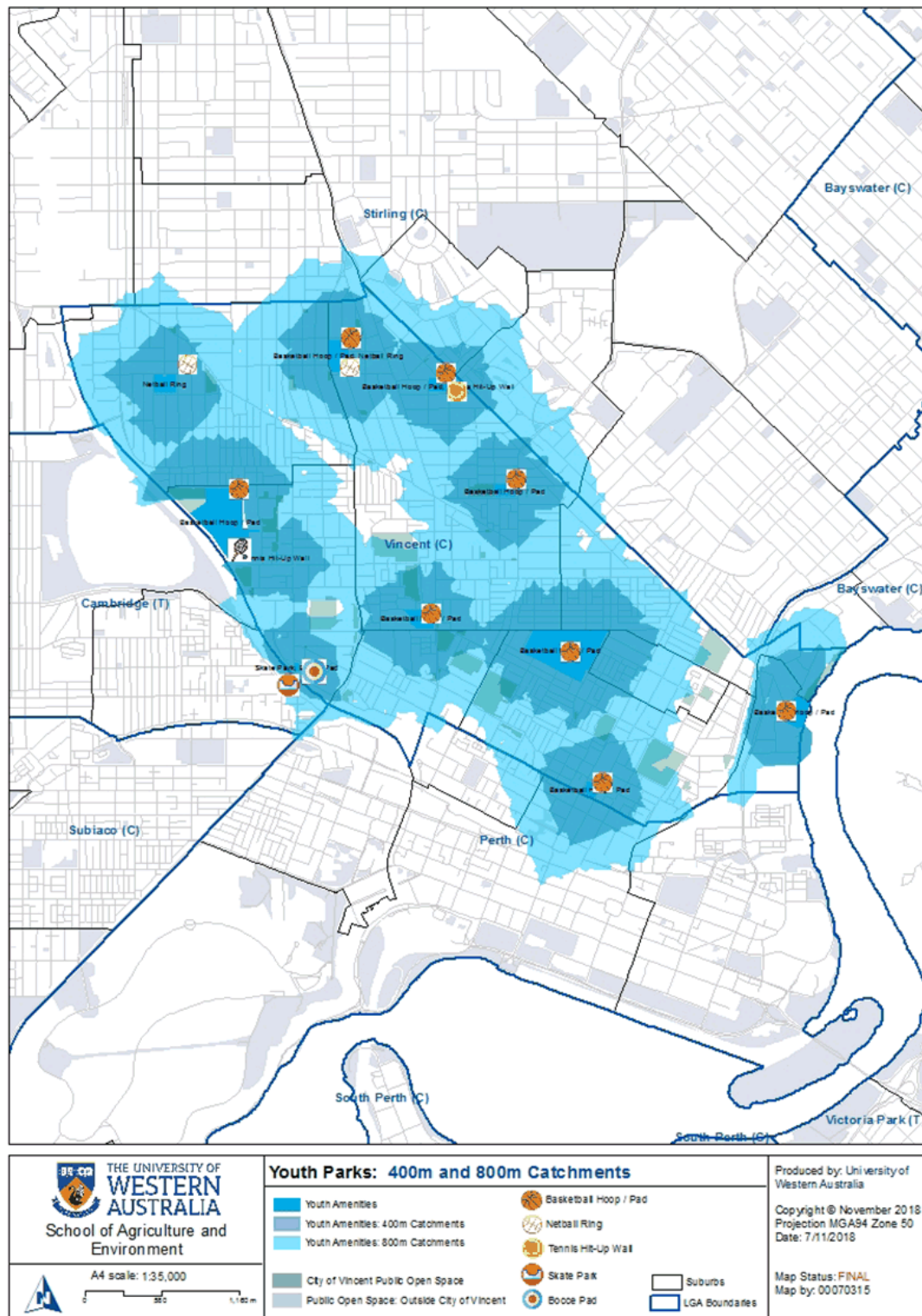




Figure 14: Access to youth spaces within 400m and 800m catchments



### 3.0 COMMUNITY REQUIREMENTS

During development of the POS Strategy a range of community views were sought through various workshops, surveys and one on one meetings. A summary of the consultation feedback is provided below.

- The main activities undertaken in POS by respondents to the consultation process included:
  - Walking
  - Exercising a dog
  - Supervising children at the playground
  - Organised sport
- The key time of day the majority of POS spaces were utilised was between 6pm and 9pm.
- The majority of respondents used the POS either weekly (51.7%) or daily (43.9%).
- The majority of people utilise POS for between 0 and 90 minutes with the bulk of usage between 31 minutes and an hour
- The largest proportion of users accessed POS on foot highlighting the importance of having ready access to a range of publicly accessible open spaces within a walking catchment.
- One of the key questions to determine the satisfaction of City of Vincent residents with POS provision is in relation to functionality
  - The areas of most concern relate to the provision of public toilets, shade structures and sport and recreation amenities.
  - There is a significant gap in the provision of infrastructure to service the needs of teenagers and young adults.
  - The greatest levels of satisfaction were related to personal fitness and paths for cycling/walking. It should be noted that there is a relatively high satisfaction rate with the natural environment and passive/social activities.
- The overall satisfaction rate of respondents in terms of the quality of open space within the City indicates a high level of relative satisfaction but also room for improvement. Whilst 84.3% rank the quality of POS as good to excellent, only 10.5% rank POS as excellent and almost one third ranked it as good.

The top priorities identified through the survey for future investment included:

- Nature playgrounds
- Activities for teenagers
- Effective asset management of reserves, associated buildings and maintenance of good quality turf.
- Safety and security, including fencing around spaces/ More fenced in parks for off leash dog exercise
- Off road bike paths
- More pedestrian friendly areas
- Shade, vegetation and areas for quiet enjoyment and reflection
- Effective environmental and water management
- The development of a community garden.

Other outputs through one on one meetings and other engagement processes identified the following gaps in provision:

- Recreational spaces for 10-18-year old's and spaces which need to be more generous to the City's teenagers
- Urban forests in laneways
- Encouragement of more commercial access to POS (i.e. particularly mobile operations such as food trucks).
- Well designed small local parks with seating, shade and water
- Turning underutilised tennis courts into skateparks or other activities.

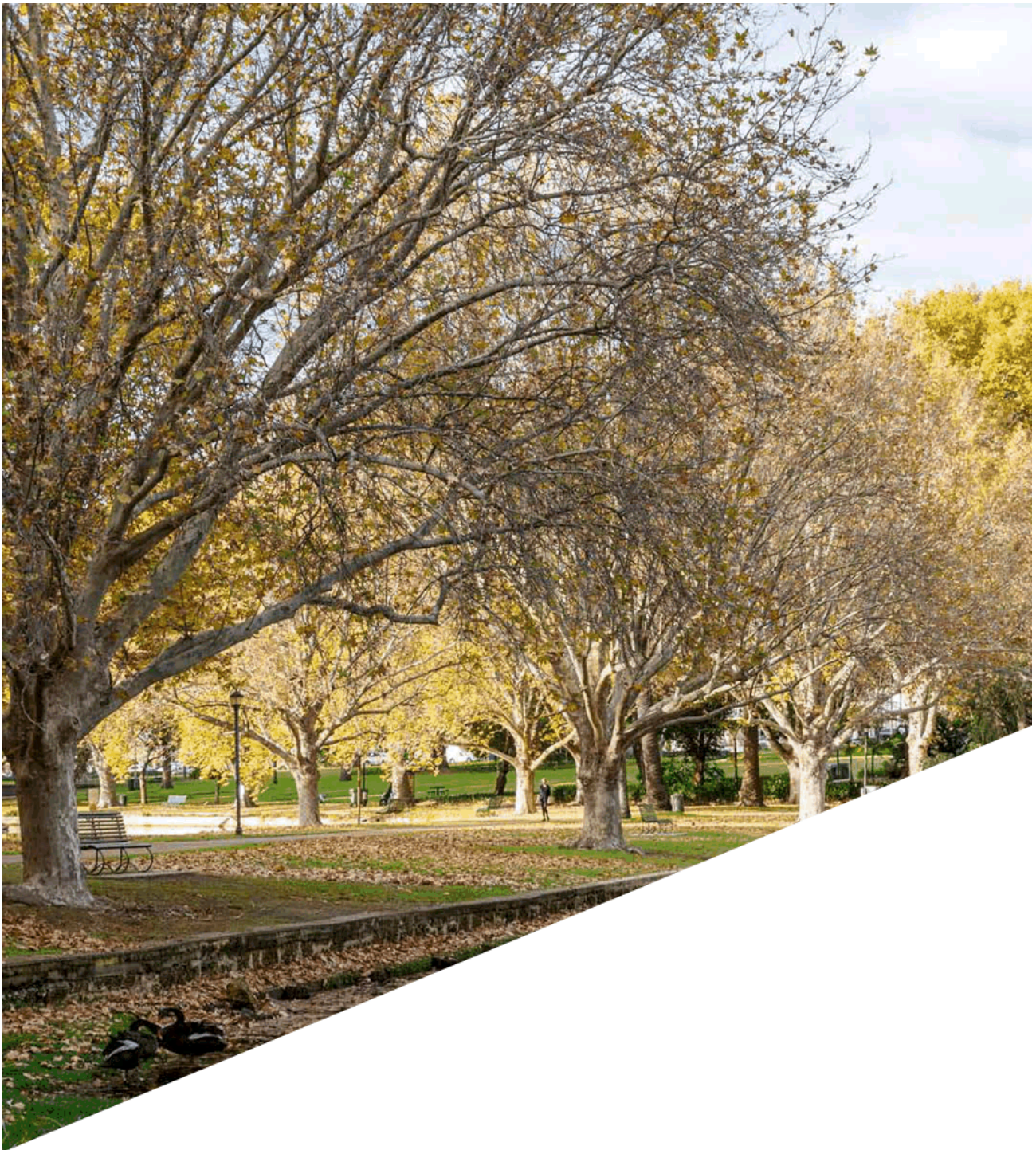
Suggested alternative approaches to POS provision included:

- Encourage public access to private buildings such as roof terraces and courtyard gardens
- Land being swapped for desired land where there are gaps in POS.
- Converting roads to parks: or providing more verge parking at reserves/parks.









## 4.0 PUBLIC OPEN SPACE LEVELS OF SERVICE

In addition to the new hierarchy and classifications identified within the POS Strategy, it is necessary to establish revised levels of service for implementation across the POS network. These levels of service respond to key findings from the Strategy including the POS network analysis, community consultation outputs and open space audit. When combined with the POS hierarchy and classifications these levels of service identify the size, role, type and diversity of open spaces that is desirable to provide across Vincent. The levels of service include minimum and optional amenities to allow flexibility when responding to the unique characteristics and role of each specific open space.

Table 9: City of Vincent POS hierarchy and minimum amenity standards

Park Classification	Size	Function	Access & Catchment	Minimum Amenities	Optional Amenities
<b>Local Open Space</b>	0ha - 1ha	Recreation	400m of residence	Turf Paths Bins Seating Lighting Shade (natural)	Play space amenity Irrigation
<b>Neighbourhood Open Space</b>	1ha - 5ha	Recreation	800m catchment	Turf Paths Bins Seating Lighting Shade (natural) Play space amenity(s) Drink fountain Irrigation	Shade (built) BBQ Bicycle racks 3-5 elements of play space amenity Sports ground and infrastructure Sports lighting Public toilets On-site parking Dog exercise area Mobile Food Vendor zones/amenities
<b>District Open Space</b>	5ha - 20ha	Recreation/ Sports	2km - 5 min drive	Turf Paths Bins Seating Lighting Shade (built and natural) Play space amenity(s) Drink fountain Irrigation Sports ground and infrastructure Sports lighting Public toilets On-site parking Bicycle racks	Pavilion Picnic table BBQ Dog exercise area and dog amenities Event infrastructure 5-10 elements of play space amenity Mobile Food Vendor zones/amenities
<b>Regional Open Space</b>	Variable depending on function	Recreation /Nature/ Sports	City residents and broader inner-city wider community	Turf Paths Bins Seating Lighting Shade (built and natural) Play space amenity(s) Drink fountain Irrigation Public toilets Formal parking BBQ Picnic facilities Power Bicycle racks Mobile Food Vendor zones/amenities	Pavilion Sports ground and infrastructure Sports lighting Dog exercise area and dog amenities Event infrastructure 10+ elements of play space amenity

NB: Play space amenity may include; multi-purpose courts, playgrounds and play equipment, exercise equipment, hit-up walls, skate furniture, and/or nature play elements.



## 5.0 KEY ACTIONS

The purpose, vision and objectives of the City's Public Open Space Strategy will be achieved through the implementation of the following **short** (1 – 3 years), **medium** (4 – 7 years) and **long term** (8 years +) key actions and tasks:

Table 10: City of Vincent POS Key Actions, Tasks, Priorities & POS Strategy Objectives

No.	Key Actions	Tasks	Priority	Strategy Objectives
<b>Provision</b>				
1	Develop a clear framework for lease, license and hire agreements within POS	<ul style="list-style-type: none"> <li>Assess the effectiveness of hire agreements, licenses and leases for community, sport and recreation, and commercial groups utilising POS.</li> <li>Identify and implement preferred tenure arrangements that meet user group needs while maximising community accessibility to POS.</li> </ul>	<b>Short</b>	1, 2 & 3
2	Establish Shared Use Agreements with the Department of Education to enable community access to school ovals and other amenities	<ul style="list-style-type: none"> <li>Liaise with the Department of Education and specific School Principals in priority order:               <ul style="list-style-type: none"> <li>Mt Hawthorn Primary School</li> <li>North Perth Primary School</li> </ul> </li> <li>Negotiate Shared Use Agreements using the Department of Education Guidelines.</li> <li>Identify and implement Shared Use Agreements at other local school sites based upon community demand.</li> </ul>	<b>Short - Medium</b>	2 & 3
3	Establish Management Agreements with private land owners to enable short/medium term conversion to POS	<ul style="list-style-type: none"> <li>Identify undeveloped or transitional landholdings in areas with identified POS gaps</li> <li>Explore opportunities for interim land use agreements with private land owners to enable short/medium term functionality as POS.</li> </ul>	<b>Short - Medium</b>	2 & 3
4	Repurpose City owned or controlled land as POS in strategic locations where gaps have been identified within the network	<ul style="list-style-type: none"> <li>Identify opportunities to repurpose land upon expiry or cessation of existing leases or other similar changes in land management, with a specific focus on key locations within Vincent:               <ul style="list-style-type: none"> <li>Within the suburb of Mount Hawthorn</li> <li>Within the suburb of North Perth</li> <li>Within the suburb of West Perth</li> </ul> </li> </ul>	<b>Medium</b>	2 & 3
5	Prepare a POS Land Acquisition Strategy to provide POS in strategic locations where gaps have been identified within the network	<ul style="list-style-type: none"> <li>Develop a framework and methodology to nominate site specific land targets.</li> <li>Acquire land in strategic locations through a dedicated Reserve Fund in order to increase the provision of POS.</li> <li>Identify land swap opportunities.</li> <li>Prepare a business case as the basis for any proposed land disposal.</li> <li>Undertake periodical POS gaps analysis to assess effectiveness of other 'Provision' actions.</li> <li>Identify remaining gaps in the POS network, and investigate alternative strategies to increase public open space provision.</li> </ul>	<b>Medium</b>	2 & 3

6	Initiate a POS Development and Land Acquisition Reserve Fund	<ul style="list-style-type: none"> <li>Investigate the sale of underperforming and/or surplus City owned land / facilities.</li> <li>Specifically ring-fence any land disposal proceeds for the purposes of the POS Reserve Fund.</li> <li>Implement a program of regular contributions to these reserve funds to ensure the availability of sufficient funding over the long-term.</li> <li>Follow the appropriate planning process for rezoning, subdivision, and development applications to optimise value prior to sale.</li> <li>Investigate the feasibility of attracting developer contributions for community infrastructure (POS) in accordance with State Planning Policy 3.6</li> </ul>	Medium	2 & 3
7	Assess the effectiveness of converting road reserves (or part of) to POS, and identify further opportunities in strategic locations where gaps have been identified within the network	<ul style="list-style-type: none"> <li>Assess the effectiveness of converting underperforming and/or surplus road reserves to POS</li> <li>Identify further sites of unused road reserve and re-purpose as POS.</li> <li>Establish a high quality civic open space within each Town Centre               <ul style="list-style-type: none"> <li>Implement North Perth Common</li> <li>Implement Axford Park Improvements</li> <li>Maintain and manage Oxford Street Reserve and Mary Street Piazza</li> <li>Identify opportunities within remaining Town Centres</li> </ul> </li> </ul>	Short - Medium	2 & 3
8	Reallocate active reserves and revise community lease and license arrangements, to better accommodate sporting club growth trends and improve community accessibility to POS	<ul style="list-style-type: none"> <li>Assess participation and membership trends amongst sporting clubs as the basis for active reserve allocations.</li> <li>Align sporting codes and clubs with specific POS that can accommodate their respective growth and future needs.</li> <li>Develop shared-use licence arrangements in lieu of exclusive use lease arrangements.</li> <li>Implement performance based lease and licence arrangements with targets relating to membership, diversity, governance and community impact.</li> <li>Align lease and licence arrangements with any revised POS ground allocations.</li> </ul>	Short	1, 2 & 3

Amenity and Function				
9	Prepare and implement a Dog Exercise Strategy/Policy to ensure infrastructure provision aligns with community expectations	<ul style="list-style-type: none"> <li>• Ensure that future investment in dog exercise areas and associated infrastructure balances community expectations and broader POS accessibility.</li> <li>• Review the effectiveness of the existing off-leash dog exercise areas.</li> <li>• Prepare a dog exercise areas strategy/policy aligned with POS hierarchy and levels of service and dog ownership geography.</li> <li>• Include fenced dog exercise areas within the strategy/policy and minimum design requirements.</li> <li>• Establish decision making criteria for the assessment of off-leash and on-leash areas within POS.</li> <li>• Progress the establishment of fenced dog exercise area/s in specific POS (identify based on dog ownership, community demand or POS suitability)</li> </ul>	Short - Medium	1 & 2
10	Implement the POS hierarchy and levels of service as the basis for investing in parks, reserves and other green spaces	<ul style="list-style-type: none"> <li>• Adopt the POS hierarchy and levels of service to directly inform infrastructure investment and rationalisation.</li> <li>• Implement minimum levels of service and associated design guidelines.</li> <li>• Identify, prioritise and undertake POS amenity upgrades utilising the POS audit and levels of service.</li> <li>• Manage community expectations through communication of the POS hierarchy, classifications and levels of service.</li> <li>• Prepare a POS upgrade program aligned with the Annual Budget, Long Term Financial Plan and Asset Management Plan.</li> <li>• Review and revise POS maintenance standards based on the POS hierarchy, classifications and levels of service.</li> <li>• Align maintenance standards, schedules and practices with POS functionality and community use:</li> <li>• Determine specific maintenance standards and lifecycle costs for               <ul style="list-style-type: none"> <li>o Playing fields</li> <li>o Town Centre POS</li> <li>o POS identified as being suitable for festivals and events</li> </ul> </li> </ul>	Short - Medium	1, 3 & 4
11	Implement asset renewal and rationalisation in accordance with the broader Asset Management Plan	<ul style="list-style-type: none"> <li>• Establish scheduled asset maintenance and renewal programs for POS through the City's operating/capital budget.</li> </ul>	Medium	1, 3 & 4

12	Undertake local history and heritage studies as the basis for POS design, development and management	<ul style="list-style-type: none"> <li>Undertake heritage investigations across the POS network to identify sites of historical importance and cultural value.</li> <li>Undertake Whadjuk Noongar 'sense of place' studies and ethnographic surveying as the basis for POS renaming, design, development and management.</li> <li>Identify specific opportunities for sites of historical importance to be recognised through signage, interpretation and other amenities.</li> <li>Plan and develop walking trails between all identified Aboriginal significant sites</li> </ul>	Medium	1
13	Prepare and implement a Playspace Strategy/ Policy to ensure infrastructure provision aligns with community demographics	<ul style="list-style-type: none"> <li>Undertake a detailed audit of all playspace infrastructure including both condition and functionality.</li> <li>Prepare a Playspace Strategy aligned with the POS hierarchy and levels of service, and local community demographics/profiles.</li> <li>Undertake a strategic playspace replacement, rationalisation and upgrade program.</li> <li>Directly engage with local children and young people and other relevant stakeholders to ensure POS functionality and amenity aligns with community needs</li> </ul>	Medium	1 & 2
14	Integrate art and creativity into POS design and development	<ul style="list-style-type: none"> <li>Identify strategic locations for major art works and percent for art projects.</li> <li>Consider usage of Noongar inspired 'sense of place' themes and artwork as the basis for POS design.</li> <li>Ensure art and creativity is embedded within POS design through the POS upgrade program</li> </ul>	Medium	1 & 4
<b>Management</b>				
15	Review POS management policies and procedures, and implement contemporary practices that maximise accessibility and utilisation	<ul style="list-style-type: none"> <li>Review existing POS bookings and management policies with a specific focus on the customer experience.</li> <li>Review and improve existing management procedures including (but not limited to) sporting club ground allocations, trading in public places permits and event applications.</li> <li>Review current fees and charges to determine the relationship with POS utilisation.</li> <li>Expand POS online booking functionality and investigate the incorporation of app technology and linkages to a broader customer relationship management system.</li> <li>Improve community awareness of POS through specific marketing initiatives, including specific marketing campaigns for key locations such as Hyde Park.</li> <li>Measure POS utilisation and occupancy to better inform management decision making.</li> <li>Align suitability of specific POS with events and festivals as part of the City's event approvals process review.</li> </ul>	Short - Medium	1 & 3

16	Develop a Signage Strategy for implementation across the POS network	<ul style="list-style-type: none"> <li>Review existing signage practices and infrastructure and proactively rationalise to reduce 'signage pollution' within POS.</li> <li>Develop consistent branding and placement protocols for POS and facility signage.</li> <li>Consider usage of Noongar inspired 'sense of place' themes and artwork as the basis for standardised signage across the POS network</li> <li>Investigate private signage, sponsorship signage opportunities and implement regulation.</li> </ul>	Short	1
17	Review use of pesticides and fertilisers on City parks and reserves	<ul style="list-style-type: none"> <li>Review and monitor application of fertilisers and pesticides across the City's POS, in accordance with the Australian Pesticides Veterinary Medicines Authority (APVMA) and the Code of Practice for the use of agricultural and veterinary chemicals in WA.</li> </ul>	Short	1 & 2
18	Prepare and implement local water management strategies and an Urban Water Management Plan	<ul style="list-style-type: none"> <li>Promote an integrated water cycle management approach.</li> <li>Review current water management policies.</li> <li>Establish a water management policy that balances water conservation while enabling required irrigation of green spaces.</li> <li>Investigate opportunities to embellish drainage systems within open spaces to offer expanded biodiversity habitat, canopy cover and improve storm water quality.</li> <li>Measure and report on total water usage in accordance with the City's commitment to the Waterwise Council Program</li> </ul>	Medium	1 & 2
19	Review and implement alternative landscape treatments within POS	<ul style="list-style-type: none"> <li>Manage and reduce water consumption through contemporary landscape treatments.</li> <li>Expand eco-zoning projects and consider future sustainable options.</li> <li>Communicate the benefits of alternative landscape treatments to the community to ensure understanding and acceptance.</li> </ul>	Medium	1, 2 & 3
20	Review and implement the Greening Plan 2018-2023 in relation to the future greening on POS	<ul style="list-style-type: none"> <li>Implement the Greening Plan 2018-2023 including the objective to further green, enlarge and enhance POS.</li> <li>Optimise all opportunities to increase canopy cover on public land, including POS.</li> <li>Enhance habitat and promote biodiversity throughout the POS network.</li> </ul>	Medium	1, 2 & 3
21	Protect public open space through the City's town planning framework	<ul style="list-style-type: none"> <li>Reserve land under the Local Planning Scheme and Metropolitan Region Scheme in accordance with the Strategy.</li> <li>Ensure encroaching development positively contributes to POS.</li> <li>Zone land around and near POS in accordance with the Strategy.</li> <li>Encourage and permit development forms that complement POS.</li> </ul>	Medium	2



Planning and Development				
22	Prepare and implement the Leederville Oval Master Plan	Provide a long term Plan that considers: <ul style="list-style-type: none"> <li>• Capabilities as a multi-use community asset (that increases community access and utilisation) within the Leederville Town Centre.</li> <li>• Current and future requirements of the WA Football Commission, East Perth Football Club and Subiaco Football Club.</li> <li>• Facility management options.</li> <li>• Capital funding model options</li> </ul>	Short	1, 2 & 3
23	Prepare and implement Woodville Reserve Master Plan review	Provide a long term Plan that considers: <ul style="list-style-type: none"> <li>• Maximising the potential for additional green space to service the North Perth community.</li> <li>• Rationalisation of built infrastructure.</li> <li>• Improved co-location of clubs and activities.</li> <li>• Responsiveness to community demand for outdoor court sports, including netball and basketball.</li> </ul>	Short	1, 2 & 3
24	Prepare and implement Britannia Reserve Master Plan review	Prepare a long term Plan that considers: <ul style="list-style-type: none"> <li>• Capabilities to accommodate the growth of local sporting clubs.</li> <li>• Future use and management of the Litis Stadium site.</li> <li>• Management of surface and sub-surface subsidence issues.</li> <li>• Community demand for a mountain bike track and other passive recreational activities.</li> <li>• Maximise opportunities for additional tree canopy and shade, subject to sporting field requirements and alignments.</li> </ul>	Short	1, 2 & 3
25	Investigate and consider Robertson Park Development Plan, in partnership with the State Government and Tennis West	Investigate a long term development plan that considers: <ul style="list-style-type: none"> <li>• Community accessibility to high quality tennis court infrastructure.</li> <li>• Retention and where possible, improvement to existing tree canopy and shade</li> <li>• Aboriginal and non-Aboriginal cultural history associated with the site is addressed.</li> </ul>	Short	1, 2 & 3
26	Identify opportunities to deliver community gardens as part of the POS network	<ul style="list-style-type: none"> <li>• Determine key locations for additional community garden infrastructure based on community need and capacity.</li> <li>• Identify effective volunteer management model to support additional community garden infrastructure.</li> </ul>	Short - Medium	3

27	Prepare and implement Hyde Park Master Plan	<p>Prepare a long term Plan that considers:</p> <ul style="list-style-type: none"> <li>• Alignment with levels of service as per POS hierarchy.</li> <li>• Aboriginal and non-Aboriginal cultural history associated with the site.</li> <li>• Infrastructure upgrades aligned with regional POS and associated levels of service.</li> <li>• Improve amenities and capabilities to accommodate community events.</li> <li>• Improve key infrastructure including public toilets, path connections, gazebos, shade and playground/s.</li> </ul>	Medium	1, 2 & 3
28	Prepare and implement Forrest Park Development Plan	<p>Prepare a development plan to maximise community value that considers:</p> <ul style="list-style-type: none"> <li>• Alignment with levels of service as per POS hierarchy.</li> <li>• Realignment of sports playing fields.</li> <li>• Improved utilisation of built infrastructure, including courts and buildings.</li> <li>• Investigate potential location for a community garden.</li> </ul>	Medium	1, 2 & 3
29	Prepare and implement Charles Veryard Reserve Development Plan	<p>Prepare a development plan to maximise community value that considers:</p> <ul style="list-style-type: none"> <li>• Capabilities to accommodate the growth of local sporting clubs.</li> <li>• Maximise opportunities for additional tree canopy and shade particularly on the reserve perimeter.</li> <li>• Effectively manage active and passive recreational demands.</li> </ul>	Medium	1, 2 & 3
30	Review the effectiveness of parklets within each unique Town Centre and identify further opportunities in strategic locations where gaps have been identified within the network	<ul style="list-style-type: none"> <li>• Encourage the development of privately owned parklets within town centres to partially offset the deficit of POS provision.</li> <li>• Identify new parklet development opportunities within the suburbs of Mount Hawthorn, Highgate, West Perth and North Perth.</li> </ul>	Medium	3
31	Investigate the possibility of creating an urban wetland stream within the Claisebrook Drain	<ul style="list-style-type: none"> <li>• Consider the undeveloped land upstream within Claisebrook Drain, near East Parade and Pakenham Street.</li> <li>• Realise the potential opportunity to enhance the biodiversity within the City's POS.</li> </ul>	Long	1 & 3
32	Prepare and implement landscape plans, aligned with hierarchy / minimum levels of service, for:	<p><b>Jack Marks Reserve</b></p> <ul style="list-style-type: none"> <li>• Develop dog exercise area specific infrastructure and reserve management requirements.</li> <li>• Improve seating and shade provisions.</li> <li>• Address drainage and reserve surface issues.</li> </ul>	Short	1, 2 & 3
		<p><b>Brentham Street Reserve</b></p> <ul style="list-style-type: none"> <li>• Enhance local amenity and connectivity.</li> <li>• Further tree planting contributing to local biodiversity.</li> <li>• Potential for proposed greenway network.</li> </ul>	Short	1, 2 & 3

	<b>Birdwood Square</b> <ul style="list-style-type: none"> <li>Discontinue usage as an active open space by sporting clubs</li> <li>Improve amenities and capabilities to accommodate community events.</li> <li>Consider installation of multipurpose outdoor sports courts consistent with POS hierarchy/levels of service.</li> <li>Rationalisation of public toilets as per POS hierarchy/levels of service.</li> <li>Improve tree canopy and shade coverage.</li> </ul>	<b>Short</b>	1, 2 & 3
	<b>Menzies Park</b> <ul style="list-style-type: none"> <li>Identify opportunities to enhance biodiversity.</li> <li>Improve the balance between active and passive reserve users.</li> <li>Identify infrastructure improvements through park fencing, toilet and playground upgrades.</li> </ul>	<b>Medium</b>	1, 2 & 3
	<b>Beatty Park Reserve</b> <ul style="list-style-type: none"> <li>Improve tree canopy and shade coverage.</li> <li>Investigate feasibility as potential location for current POS amenity gaps (i.e. fenced dog exercise area, BMX pump track).</li> </ul>	<b>Medium</b>	1, 2 & 3
	<b>Brigatti Gardens</b> <ul style="list-style-type: none"> <li>Replace dated infrastructure and enhance seating areas.</li> </ul>	<b>Medium</b>	1, 2 & 3
	<b>Kyilla Park</b> <ul style="list-style-type: none"> <li>Potential rationalisation of built infrastructure.</li> <li>Improve tree canopy and shade provision, and parkland hydro-zoning.</li> <li>Improve integration with Kyilla Primary School.</li> <li>Improve amenities and capabilities to accommodate community events.</li> </ul>	<b>Medium</b>	1, 2 & 3
	<b>Les Lilleyman Reserve</b> <ul style="list-style-type: none"> <li>Improve balance between active and passive reserve users.</li> <li>Review playing field configuration.</li> <li>Built infrastructure improvements.</li> <li>Playground upgrades.</li> </ul>	<b>Medium</b>	1, 2 & 3
	<b>Leake / Alma Reserve</b> <ul style="list-style-type: none"> <li>Minor investment to enhance safety and increase usage.</li> <li>Asset renewal as per POS hierarchy/levels of service.</li> <li>Improve accessibility for children and young people</li> </ul>	<b>Long</b>	1, 2 & 3

## 6.0 EXISTING PUBLIC OPEN SPACE NETWORK

Table 11: Existing public open space network by hierarchy and function

ID	Reserve name	Suburb	Primary Purpose	Site Hierarchy	POS Site Area (ha)	Site Function	Site Area Recreation	Site Area Sport	Site Area Nature
1	Tolcon Place Reserve	Mount Lawley	Playground	Local POS	0.02	Recreation	0.02	0	0
2	Cowle Street Reserve	West Perth	Passive activities	Local POS	0.03	Recreation	0.03	0	0
3	Matlock Street Reserve	Mount Hawthorn	Passive activities	Local POS	0.05	Recreation	0.05	0	0
4	Monmouth Street Reserve	Mount Lawley	Passive activities	Local POS	0.05	Recreation	0.05	0	0
5	Hyde Street Reserve / Playground	Mount Lawley	Playground	Local POS	0.06	Recreation	0.06	0	0
6	Scarborough Beach Road and Anzac Road Reserve	North Perth	Passive activities	Local POS	0.09	Recreation	0.09	0	0
7	Redfern and Norham Street Reserve	North Perth	Passive activities	Local POS	0.04	Recreation	0.04	0	0
8	Shakespeare Street Reserve	Mount Hawthorn	Passive activities	Local POS	0.10	Recreation	0.10	0	0
9	Tu Do Park / Brisbane Park / Wade Street Park	Perth	Passive activities	Local POS	0.10	Recreation	0.10	0	0
10	Leake St / Alma Road Reserve	North Perth	Passive activities	Local POS	0.04	Recreation	0.04	0	0
11	Charles / Vincent St Reserve	North Perth	Access way	Local POS	0.06	Streetscape	0.06	0	0
12	Charles / Walcott / Green St Reserve	North Perth	Access way	Local POS	0.20	Streetscape	0.20	0	0
13	London St Verge	Mount Hawthorn	Access way	Local POS	0.12	Streetscape	0.12	0	0
14	Oxford Street Reserve	Leederville	Passive activities	Local POS	0.20	Recreation	0.20	0	0
15	Vincent / Bulwer St Reserve	West Perth	Access way	Local POS	0.13	Recreation	0.13	0	0
16	Multicultural Federation Gardens Reserve	North Perth	Passive activities	Local POS	0.13	Recreation	0.10	0	0.03
17	Anzac Road / Lynton St Reserve	Mount Hawthorn	Playground	Local POS	0.08	Recreation	0.08	0	0
18	Blackford Street Park	Mount Hawthorn	Passive activities	Local POS	0.16	Recreation	0.16	0	0
19	Ivy Park	West Perth	Passive activities	Local POS	0.17	Recreation	0.17	0	0
20	Albert / Angove St Reserve	North Perth	Passive activities	Local POS	0.09	Recreation	0.09	0	0
21	Hobart Street Reserve	North Perth	Passive activities	Local POS	0.20	Recreation	0.20	0	0
22	Bourke St Reserve	Leederville	Passive Recreation & Dog Exercise Area	Local POS	0.13	Recreation	0.13	0	0

ID	Reserve name	Suburb	Primary Purpose	Site Hierarchy	POS Site Area (ha)	Site Function	Site Area Recreation	Site Area Sport	Site Area Nature
23	Venables Park	Leederville	Passive activities / access way	Local POS	0.22	Recreation	0.22	0	0
24	Axford Park	Mount Hawthorn	Town Centre	Local POS	0.26	Recreation	0.26	0	0
25	Richmond Street Reserve	Leederville	Passive activities	Local POS	0.17	Recreation	0.08	0	0.09
26	Gladstone Street Reserve	Perth	Passive activities	Local POS	0.28	Recreation	0.28	0	0
27	Norwood Park	Mount Lawley	Passive activities	Local POS	0.38	Recreation	0.38	0	0
28	Edinboro St Reserve	Mount Hawthorn	Passive Recreation	Local POS	0.42	Recreation	0.42	0	0
29	Sutherland Street reserve	West Perth	Passive activities	Local POS	0.47	Recreation	0.47	0	0
30	Ellesmere St Reserve	Mount Lawley	Passive activities	Local POS	0.53	Recreation	0.36	0	0.17
31	Brigatti Gardens	Highgate	Passive activities	Local POS	0.58	Recreation	0.58	0	0
32	Jack Marks Reserve	Highgate	Passive Recreation & Dog Exercise Area	Local POS	0.67	Recreation	0.50	0	0.17
33	Stuart Street Reserve	Perth	Passive activities	Local POS	0.50	Recreation	0.50	0	0
34	Keith Frame Park	Leederville	Passive activities	Local POS	0.65	Recreation	0.65	0	0
35	Weld Square	Perth	Passive activities	Neighbourhood POS	1.02	Recreation	0.86	0	0.16
36	Braithwaite Park	Mount Hawthorn	Passive activities	Neighbourhood POS	1.08	Recreation	0.79	0	0.29
37	Kyilla Park	North Perth	Passive / Active activities	Neighbourhood POS	1.27	Recreation	0	1.09	0.18
38	Mick Michael Park / Royal Park	West Perth	Passive activities	Neighbourhood POS	1.42	Recreation	1.14	0.28	0
39	Birdwood Square	Perth	Active recreation	Neighbourhood POS	1.93	Sport	0	1.53	0.40
40	Menzies Park	Mount Hawthorn	Active recreation	Neighbourhood POS	2.34	Sport	0.83	1.51	0
41	Loton Park	Perth	Active / Passive activities	Neighbourhood POS	2.14	Recreation	1.0	1.14	0
42	Tony Di Scerni Pathway	Mount Lawley	Passive activities	Neighbourhood POS	2.63	Recreation	0.82	0	1.81
43	Brentham St Reserve	Leederville	Passive Recreation & Dog Exercise Area	Neighbourhood POS	2.89	Recreation	2.89	0	0
44	Woodville Reserve	North Perth	Sports Ground	Neighbourhood POS	1.51	Sport	0	1.42	0.09
45	Banks Reserve	East Perth	Passive Recreation & Dog Exercise	Neighbourhood POS	3.62	Recreation	3.33	0	0.29



ID	Reserve name	Suburb	Primary Purpose	Site Hierarchy	POS Site Area (ha)	Site Function	Site Area Recreation	Site Area Sport	Site Area Nature
46	Les Lilleyman Reserve	North Perth	Active Recreation	Neighbourhood POS	3.55	Sport	0	2.29	1.26
47	Forrest Park	Mount Lawley	Sports Ground	District POS	5.22	Sport	0	5.22	0
48	Robertson Park	Perth	Passive Recreation & Dog Exercise Area	District POS	3.48	Recreation	2.95	0	0.53
49	Beatty Park Reserve	North Perth	Sports Ground	District POS	2.60	Sport	0.91	1.46	0.23
50	Charles Veryard Reserve	North Perth	Sports Ground	District POS	6.23	Sport	2.73	3.50	0
51	Hyde Park	Perth	Passive activities	Regional POS	15.38	Recreation	11.70	0	3.68
52	Britannia Reserve	Leederville	Sports Ground	Regional POS	15.77	Sport	0	11.28	4.49
53	Mary Steet Piazza	Highgate	Passive activities	Civic (Plaza / Special Purpose)	0.02	Recreation	0.02	0	0
54	Leederville Oval	Leederville	Sports Stadium	Leased Sports (Special Purpose)	4.65	Sport	0	4.65	0
55	Litis Stadium / Britannia Reserve	Leederville	Sports Ground	Leased Sports (Special Purpose)	3.47	Sport	0.44	2.48	0.55
56	Dorrien Gardens	West Perth	Sports Ground	Leased Sports (Special Purpose)	2.74	Sport	0	2.74	0
57	Loton Park Tennis Club	Perth	Tennis Club	Leased Sports (Special Purpose)	0.57	Sport	0	0.57	0
58	Robertson Park Tennis Club	Perth	Tennis Club	Leased Sports (Special Purpose)	2.45	Sport	0	2.45	0
59	North Perth Tennis Club	North Perth	Tennis Club	Leased Sports (Special Purpose)	1.12	Sport	0	1.12	0
60	Leederville Tennis Club	Leederville	Tennis Club	Leased Sports (Special Purpose)	1.41	Sport	0	1.41	0
61	North Perth Bowling Club	North Perth	Lawn Bowls Club	Leased Sports (Special Purpose)	0.53	Sport	0	0.53	0
62	Nib Stadium (Perth Oval)	Perth	Sports Stadium	Leased Sports (Special Purpose)	4.97	Sport	0	4.97	0
63	Smiths Lake Reserve	North Perth	Passive activities	Neighbourhood Open Space	2.75	Recreation	2.12	0	0.63
64	Oxford St Reserve	Leederville	Passive activities	Civic (Plaza / Special Purpose)	0.02	Recreation	0.02	0	0
65	North Perth Common	North Perth	Passive activities	Civic (Plaza / Special Purpose)	0.08	Recreation	0.08	0	0
66	Lawler / Bedford Street Reserve	North Perth	Passive Recreation	Local POS	0.06	Recreation	0.06	0	0
<b>Total</b>					<b>106.3</b>		<b>39.61</b>	<b>51.64</b>	<b>15.05</b>





CITY OF VINCENT

**Administration & Civic Centre**

**Email:** [mail@vincent.wa.gov.au](mailto:mail@vincent.wa.gov.au)

**Phone:** 9273 6000

**Address:** 244 Vincent Street, Leederville, Western Australia, 6007

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**13 CHIEF EXECUTIVE OFFICER****13.1 COUNCIL RECESS PERIOD 2018-19 - DELEGATED AUTHORITY TO THE CHIEF EXECUTIVE OFFICER**

**TRIM Ref:** D18/178997

**Author:** Meluka Bancroft, A/Manager Governance and Risk

**Authoriser:** David MacLennan, Chief Executive Officer

**Attachments:** Nil

**RECOMMENDATION:**

**That Council:**

- 1. DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the *Local Government Act 1995*, to the Chief Executive Officer, the power to deal with any items of business that may arise from 12 December 2018 to 28 January 2019, and which are not the subject of delegated authority already granted by Council, subject to:**
  - a. reports being issued to all Council Members for a period of three business days prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members;**
  - b. reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;**
  - c. a report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 5 February 2019; and**
  - d. a Register of Items Approved under this Delegated Authority being kept and made available for public inspection on the City's website during the period that the delegation applies.**
- 2. DETERMINES for the purpose of section 5.43(b) of the *Local Government Act 1995* that the Chief Executive Officer can accept tenders up to a maximum value of \$420,000 for the period 12 December 2018 to 28 January 2019 subject to conditions a – d in resolution 1. above.**

**PURPOSE OF REPORT:**

To obtain Council's approval to deal with matters not already delegated to the Chief Executive Officer (CEO) arising during the 2018-2019 Council recess period, including the acceptance of tenders above \$250,000.

**BACKGROUND:**

Council will be in recess after the Ordinary Meeting on 11 December 2018 until the Annual General Meeting and Council Briefing on 29 January 2019. Arrangements need to be made to enable items of business that arise during this period to be dealt with by the CEO.

**DETAILS:**

The Council recess period is from 12 December 2018 to 28 January 2019 inclusive. A Council resolution (absolute majority) is required to allow the CEO to make a decision on matters which may arise during this period for which no delegated authority already exists. Matters which require an absolute majority decision are not able to be delegated, and will be considered at the 5 February 2019 Ordinary Meeting of Council.

Reports relating to decisions proposed to be made using the delegations made for the recess period will be issued to all Council Members for review and comment for a period of three business days. This will allow Council Members to either comment on the proposed decision, and for those comments to be considered

prior to any decision being made, or to 'call-in' the matter, thereby preventing the delegation being exercised. If a matter is called in then it would be referred to the 5 February 2019 Ordinary Meeting of Council. Council has delegated authority to the CEO to accept tenders up to the value of \$250,000. Administration is expecting to be in a position to award the following two tenders over the recess period, which have a proposed value above this threshold:

<b>Tender No.</b>	<b>Tender Description</b>	<b>Proposed Value</b>
560/18	Design, supply and installation of rooftop solar photovoltaic systems for four City of Vincent facilities	\$400,000
563/18	Mt Hawthorn Community Centre – Lesser Hall upgrade	\$350,000

In order for the City to accept these tenders under delegated authority during the Council recess period it is necessary for Council to delegate to the CEO the power to accept tenders above the value of \$250,000. Administration believes that a limit of \$420,000 will be sufficient to enable the CEO to deal with these tenders.

#### **CONSULTATION/ADVERTISING:**

There is no statutory requirement for consultation with the community or Council Members in respect to items proposed to be decided under delegated authority during the recess period. Items being processed under delegated authority will be referred to Council Members for comment and 'call-in' for a period of three days prior to the delegated decision being made.

#### **LEGAL/POLICY:**

Under Section 5.42 of the *Local Government Act 1995* (Act), Council may, by absolute majority, delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act, other than those referred to in section 5.43. Section 5.42(2) provides specifically that:

“(2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*”

Section 5.43 of the Act includes the following:

#### **“5.43 Limits on delegations to CEO**

*A local government cannot delegate to a CEO any of the following powers or duties —*

- a) any power or duty that requires a decision of an absolute majority or of 75% majority of the local government;*
- b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- c) appointing an auditor;*
- d) acquiring or disposing of property...*
- e) ...”*

The City's "Delegated Authority Register 2018-19" provides that Council has delegated the power to accept tenders up to the value of \$250,000 to the CEO. In order for Council to delegate the power to accept tenders above this value a further delegation is required.

#### **RISK MANAGEMENT IMPLICATIONS:**

**Low:** Council approval of the delegation of its power over the recess period is necessary to ensure business continuity for the City. Council Members will have the opportunity to "call in" any matters proposed to be determined by Administration pursuant to this recess delegation, which mitigates the risk of any decisions being made contrary to Council's position.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

*"Innovative and Accountable"*



- *Our community is aware of what we are doing and how we are meeting our goals*
- *We are open and accountable to an engaged community”*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Nil.

**13.2 LEEDERVILLE GARDENS INC. - ADOPTION OF NEW RULES OF THE ASSOCIATION****TRIM Ref:** D18/179319**Author:** John Paton, Manager - Office of the CEO**Authoriser:** David MacLennan, Chief Executive Officer

**Attachments:** 1. Leederville Gardens Inc. Constitution [↓](#) 

2. Leederville Gardens Inc. - Draft Rules/Constitution 2018 [↓](#) 

**RECOMMENDATION:****That Council:**

1. **CONSENTS** to the new Rules of the Leederville Gardens Inc. as detailed in Attachment 2 and as approved by special resolution of the members of the Association on Friday 7 December 2018; and
2. **ADVISES** the Board of Management of Leederville Gardens Inc. of its decision in 1 above.

**PURPOSE OF REPORT:**

To consider proposed amendments to the Rules (previously referenced as the Constitution) of Leederville Gardens Inc.

**BACKGROUND:**

In 1991 the City of Perth promoted the formation of the Lake Monger Senior Citizens' Centre and Homes (Inc), which was incorporated on 2 December 1991. A name change to Leederville Gardens Inc. (the Association) was subsequently registered on 26 June 1995. The Association was to develop and manage a retirement complex on land in Leederville, which was to be made available by the City and ownership transferred free of charge to the Association.

Leederville Gardens Retirement Village (the Village) is located at 37 Britannia Road, Leederville. Relevant property details are:

Lot:	100 on Diagram 83036
Certificate of Title:	Volume 1939 Folio 303
Owner:	Leederville Gardens Inc.
Area:	15,829m <sup>2</sup>
Land Use:	Retirement Village
Development:	66 residential retirement units plus clubroom

The project was intended as a non-profit venture, with the original Constitution having the following stated objects of the Association:

- “(1) To promote and undertake or assist in promoting and undertaking assistance for elderly people irrespective of creed, class or colour, within the City and without in any way limiting the generality of the foregoing provision the Association shall have power to do or assist in doing any of the following things, namely:*
- (a) To provide benevolent relief to elderly people by establishing and maintaining a club or clubs.*
  - (b) To establish and maintain a meals delivery service.*
  - (c) To organise and maintain a visiting service.*
  - (d) To establish and maintain hostels, nursing homes and day care centres for the accommodation and care of aged and disabled persons entitled to relief under the Aged and Disabled Persons Homes Act 1954 as amended or any statute enacted in substitution thereof.*

- (2) *To provide homes or housing within the City for those aged married couples or single persons who are, in the opinion of the Board, by reason of age, ill health, accident or infirmity, wholly or in part unable to maintain themselves by their own exertions.*
- (3) *To promote and assist the general good of all elderly people in the City by assisting the work of statutory authorities and voluntary organisations engaged in respect of elderly people in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness, or in pursuing any objects which are benevolent.*
- (4) *To promote and organise co-operation in the achievement of the above purposes and to that end bring together in Committee representatives of the authorities and organisations engaged in the furtherance of the above purposes.*
- (5) *To assist any other benevolent body or bodies financially or otherwise in furtherance of any of the above purposes.*
- (6) *To promote and carry out or assist in promoting and carrying out surveys relating to the needs of elderly people and arrange for forwarding to the proper authorities and organisations the relevant facts regarding such cases and causes of distress as it appears to be within the power of those authorities and organisations to alleviate.*
- (7) *To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them."*

The original Constitution provided an ongoing role for the City, being:

- An entitlement to nominate three representatives to be members of the Association, for the purpose of sitting on the Board of Management (clause 6);
- The approval of changes to the Constitution (clause 45); and
- The receipt of the audited 'accumulated operating surplus' of the Association into a Trust account for distribution to public benevolent institutions in the district (clause 46.3).

The Constitution provided for the establishment of a Board of Management (the Board), comprising "six members, three of which shall be persons appointed by the City from time to time". The Board was to appoint a Chairman from among the three members appointed by the City, with each member of the Board entitled to one vote, "providing that in the case of an equality of votes the Chairman at the meeting shall have a second or casting vote".

In 1998 the Constitution was amended to provide that the transfer of funds by way of Trust to the Town, is on the basis that "the Town deposit the excess in a particular Trust account and payments from that account shall be made to one or any of those organisations which:

- (i) *have similar aims and objectives to the Association;*
- (ii) *exist for the acquisition, provision, maintenance, management or extension of the existing village operated by the Association, or the purchase or construction of a similar type of village for senior citizens within the Town's boundaries; and*
- (iii) *are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act,*

*and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 25.*

*If no organisation exists which satisfies the requirements set out in clause 46(3) the Town may transfer the excess in the manner set out in clause 46(3) to one or any of those organisations which:*

- (a) *are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax assessment Act; and*
- (b) *are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.*

*and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 25."*

A major review of the Constitution was commenced in 2003 and finalised in 2006. In a report to the Ordinary Meeting of Council on 22 August 2006, it was indicated the “*improvements [to the Constitution] included removing transitional clauses, re-wording the document in ‘plain English’ and adapting the Constitution so it better reflects the administrative requirements of the village*”.

Council approved the amended Constitution (refer to **Attachment 1**) and at the Association’s 2006 AGM, a special resolution was then passed by the members endorsing the amended Constitution. Confirmation of lodgement of the amended Constitution was issued by the Department of Consumer and Employment Protection on 10 November 2006. Key changes to the Constitution included:

- The Objects of the Association were substantially reduced to reflect:

“3. *The objects of the Association shall be:*

- (a) *To establish and maintain housing, villages, flats apartments or similar accommodation specifically for the use enjoyment and well being of retired persons.*
- (b) *To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them.”*

- The Accumulated Operating Surplus (now clause 39, previously clause 46) was amended to change reference for the payment of the surplus to the ‘Town’ to be on the basis of a Trust requiring that the Town deposit the excess “*in a particular **reserve** account*”. In addition, subclause 39(3)(ii) was amended to read (tracked changes included for ease of comparison) –

- (ii) *exist for the acquisition, provision, maintenance, management or extension of ~~the any existing village housing, villages, flats apartments or similar accommodation~~ operated by the Association, or the purchase or construction of a similar type of ~~village~~ facility for senior citizens within the Town’s boundaries; and*

In addition to the constitutional responsibilities, the City has played a significant role in the management of the Village, including being appointed as the Village Manager in 2002, providing all Board support and undertaking the role of Secretary and Treasurer from inception. In addition, until 2015 the City appointed Board members were selected from sitting Council Members. At the Ordinary Meeting of Council held 15 November 2016, Council considered a detailed report on the City’s ongoing management of the Village and resolved:

*“That Council ADVISES the Board of Leederville Gardens Inc. that the City:*

1. *INTENDS to withdraw from the role of Village Manager no later than 1 July 2017;*
2. *WILL ASSIST the Board in developing and undertaking an appropriate procurement process to identify suitably qualified and experienced providers to undertake the role of Village Manager, with a transition/handover period prior to the end of the financial year; and*
3. *REAFFIRMS its commitment to maintain a stewardship role with the Board, which could include providing ex-officio support to the Board or Board meetings.”*

#### DETAILS:

The Association is a registered charity with the Australian Charities and Not-for-profits Commission. In line with the Council’s previous decisions to withdraw from direct management support of the Board and Village, the Board has been progressively enhancing its strategic management, including the appointment of a Board Advisor and Secretary to assist with the management of the Association and a Village Manager to oversee the day to day management of the Village.

The Association and Board continue to operate under the 2006 Constitution, however the introduction of the *Associations Incorporation Act 2015* on 1 July 2016 imposed minimum requirements that associations must comply with. Model rules were introduced to simplify the compliance process and associations have three years from the introduction of the new Act to ensure that either their rules are consistent with the requirements or to adopt the new model rules.

The Board has prepared a draft set of Rules, based on the new model rules. The *Associations Incorporation Act 2015* states that an incorporated association may alter its rules by special resolution, being at a general

meeting of the association and by the votes of not less than three-fourths of the members who cast a vote at the meeting. The draft Constitution is due to be presented to a Special General Meeting of the Association on 7 December 2018.

Within one month after the passing of a special resolution altering its rules, an incorporated association must lodge the required documents with the Commissioner appointed under the *Associations Incorporation Act 2015*. The complexity in this instance, is that the current Constitution includes the following provision:

38. *The Constitution of the Association may be altered, added to or repealed by a special resolution passed at any annual general or special meeting of members. Any such alteration, addition or repeal shall not become effective until such time as the written consent of the Town to the proposed alteration, addition or repeal is obtained.*

The draft Rules is a full revision of the current Constitution, with the majority of the rules dealing with the business and processes of the Association. There are however a number of provisions that may interest or involve the City, including those that preserve the previously constituted role for the City. Reference to those specific rules, along with an Administration comment is detailed below.

### 3. **Objects**

*The objects of the Association shall be:*

- *To provide independent living accommodation under a retirement village scheme in Western Australia through housing that is suitable for residents as they age;*
- *To provide a safe and healthy living environment which offers a high quality of life for residents as they age through the provision of homes, accommodation, facilities and related services;*
- *To provide care and support for the ageing and the aged;*
- *To provide a range of social, recreational and health and wellbeing services for residents (and the wider aged community where appropriate);*
- *To provide or facilitate in-home care and other services for residents where necessary, including personal care services, housekeeping services and meals;*
- *To work with other organisations, local authorities, and the State and Federal Governments to develop policies and programs that promote the well-being of residents;*
- *To preserve and improve the financial strength of the Association;*
- *To maintain and improve the village for the benefit of current and future residents;*
- *To act in a manner consistent with that of a charitable institution.*
- *To do all such things that are incidental or conducive to the attainment of any or all of the above objects.*

#### Comment:

This is a significant expansion on the Objects specified in the current Constitution, and more in line with the original Constitution, albeit designed primarily to support residents of the Village.

### 13 **Directors and office holders**

- (1) *The Board shall, subject to rule 13(4) comprise up to:*
- (a) *three community Directors appointed by the City under rule 18;*
  - (b) *two resident Directors elected by the members under rule 19; and*
  - (c) *one community Director elected by the members under rule 21.*

#### Comment:

This is a minor change from clause 7 of the current Constitution, which provides for a Board comprising *up to six (6) Board members, three (3) of whom shall be appointed by the Town and three (3) of whom shall be elected by the members*. The draft Rules now specify that of the three Directors (previously referred to as Board members) elected by the Association members, two will be residents of the Village, with the other member being from the community, with appointment based on a selection criteria defined by the Board to ensure an appropriate level of competency and diversity on the Board.

Currently, the Constitution permits the Board to admit as members of the Association *persons who by their particular skill set, knowledge or experience may be of assistance to either the Board or the Association* and as a result, these members are available to be elected onto the Board. Currently two of the Board members have been elected under these circumstances.



**14 Selection criteria**

- (1) *The Board will review the selection criteria every year and send any revisions to the City.*
- (2) *Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.*

**Comment:**

This is a new provision to assist the selection process for Directors (Community Directors) based on what the Board considers to be the relevant skills, experience and attributes required for the Board.

**18 Appointment of community Directors by the City**

- (1) *The Secretary will give the City at least 90 days' notice of the expiry of the term of office of each community Director appointed by the City.*
- (2) *The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:*
  - (a) *The City will use the selection criteria in its search and selection process.*
  - (b) *The City will provide a shortlist of potential appointees to the Board.*
  - (c) *The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.*
  - (d) *The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.*
- (3) *Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.*

**Comment:**

This specifies a process for the City to apply for the appointment of community Directors, including the application of the approved selection criteria. The process includes shortlisting by the City and the opportunity for the Board to interview the shortlisted candidates and recommend to the City its preferred candidates. The City is to consider the Board's recommendation, but the decision is ultimately Council's.

This aligns to the process applied during the recent expression of interest process for the appointment of City nominated Board members.

**22 Appointment of Chair and Deputy Chair**

- (1) *The Board shall at its first meeting following every annual general meeting appoint a Chair from among the 3 community Directors appointed by the City, and a Deputy Chair from among any of the Directors who are not appointed as Chair.*
- (2) *The Chair and Deputy Chair shall hold those offices until the first Board meeting held after the next annual general meeting, at which time they shall be eligible for reappointment if they continue to satisfy the criteria in rule 22(1) and confirm their willingness to be reappointed.*
- (3) *A Director seeking to be appointed Chair or Deputy Chair shall not preside at the meeting at which the appointment is to be made until the appointment has been made.*

**Comment:**

This provision is consistent with clause 10 in the current Constitution.

**24 Resignation, cessation and removal from office**

- (4) *The Board may, by resolution of 4 or more Directors passed in accordance with these rules, remove a person from being a Director if that person:*
  - (a) *is unwilling to act as a Director;*
  - (b) *breaches the Board's code of conduct; or*
  - (c) *behaves in a manner that brings the Association into disrepute.*
- (5) *When the Board removes a Director under subrule 4, it shall inform:*

- (a) *the City, in the case a community Director appointed by the City; and*
- (b) *the Management Committee, in the case of a Director elected at a general meeting.*

Comment:

This provision is new and is an addition to the Model Rules. Whilst it covers all Director positions on the Board, the requirement for four or more Directors to vote in favour of the removal would necessitate at least one of the City appointed Directors to support the decision. It is likely that this type of resolution would only be required on rare occasions and when the effectiveness of the board is being adversely impacted.

## 25 **Filling casual vacancies**

- (1) *If a position of Director falls or remains vacant for any reason and:*
  - (a) *in the case of a community Director appointed by the City, the City has not appointed a person to fill that position; or*
  - (b) *in the case of a resident Director or a community Director elected at a general meeting, a person was not elected to that position at an annual general meeting,**then the Board may appoint a person to that position.*
- (2) *The person appointed under this rule:*
  - (a) *in the case of a community Director, must be a person who is not a resident; and*
  - (b) *in the case of a resident Director, should preferably be a resident.*
- (3) *When making an appointment to fill a casual vacancy, the Board shall take into consideration:*
  - (a) *in the case of a community Director, the selection criteria; and*
  - (b) *in the case of a resident Director, the views of the Management Committee.*
- (4) *The term of office of the person so appointed will run until:*
  - (a) *in the case of a community Director appointed by the City, until the City makes an appointment under rule 18, provided that the term of office shall not exceed 3 years;*
  - (b) *in the case of a resident Director or a community Director elected at a general meeting, until the next annual general meeting.*
- (5) *If there are fewer than 4 current Directors, the Board shall be deemed to have a quorum for the purpose of appointing Board members under this rule.*

Comment:

This provision is new, but generally consistent with the Model Rules, but adapted to reflect the specific Board structure and appointment process.

## 51 **Accumulated operating surplus**

- (1) *In this clause:*
  - (a) **accumulated operating surplus** *means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.*
  - (b) **base amount** *means in respect of a given financial year that amount which is calculated from the formula –*

$$\$1,000,000 \times \frac{CPI - N}{CPI - O}$$

*where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30 June in that given financial year.*

**PROVIDED:**

*That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).*

- (c) *References to the **Income Tax Assessment Act** are to be read as references to the Income Tax Assessment Act 1936 (Cth) subject to the amendment, repeal and replacement of that legislation from time to time.*

- (2) *Within five months after the end of each financial year the Association's auditor shall certify to the Board the accumulated operating surplus and the base amount.*
- (3) *If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the City to be deposited by the City in a Particular Trust Account and disbursements therefrom shall only be made to public benevolent institutions which are located within the municipality of the City.*
- (4) *If no organisation exists which satisfies the requirements set out in subrule (3) the City may transfer the excess to one or any of those organisations which:*
- (a) *are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and*
  - (b) *are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.*

*and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in rule 38(2)(b)(iii).*

#### Comment:

This provision is generally consistent with clause 39 of the current Constitution, with the following exceptions:

- The base amount has been increased from \$500,000 to \$1,000,000. It is noted that the Association members resolved at the AGM held on 27 September 2007, to amend clause 39(b) of the Constitution by increasing the base amount to \$1,000,000. Whilst Administration has found no record that this special resolution of the members was approved by Council or lodged with the Commissioner (required for the amendment to take effect), it has been taken into account in subsequent audits for the purpose of calculating the accumulated operating surplus. The \$500,000 was included in the original Constitution, however it is unclear how that value was selected or indeed the basis for the Association's decision to increase it to \$1,000,000 in 2007.
- Sub-rule (3) specifies the surplus is to be deposited into a Trust Account, whereas the current Constitution provides for it to be deposited into a Reserve Account. A Trust Account is the correct treatment for these funds and consistent with the City's current practice and Council's resolution from the Ordinary Meeting of Council on 8 March 2016 (item 9.3.5).
- Sub-rule (3) also specifies that disbursements of the Trust funds *shall only be made to public benevolent institutions which are located within the municipality of the City*. This provision has been amended to bring it back in line with the original Constitution, rather than the highly restrictive provision that evolved through successive constitution amendments.

#### 59 Alteration of rules

- (1) *These rules may be altered or rescinded by a special resolution passed at a general meeting and by otherwise complying with Part 3 Division 2 of the Act.*
- (2) *Any such alteration or rescission shall not become effective until the written consent of the City to the proposed alteration or rescission is obtained.*
- (3) *The consent of the City may be obtained before or after the alteration or rescission has been put to a general meeting.*

#### Comment:

Subrule (1) is consistent with the Model Rules and legislation. Subrule (2) and (3) reflect the existing requirement for any amendments to be approved by the City (clause 38 of Constitution).

**CONSULTATION/ADVERTISING:**

The Board is required to consult with the members of the Association and provide a copy of the proposed amendment to each member at least 21 days prior to the general meeting of the Association.

There is no requirement for the City to consult outside of the Association.

**LEGAL/POLICY:*****Associations Incorporation Act 2015*****30. Alteration of rules**

- (1) Subject to sections 31 and 33, an incorporated association may alter its rules by special resolution but not otherwise.
- (2) In this section, a reference to rules includes a reference to information provided under section 7(3)(b)(ii) or 29(5).
- (3) Within one month after the passing of a special resolution altering its rules, or such further time as the Commissioner may in a particular case allow, an incorporated association must lodge the required documents with the Commissioner.

**RISK MANAGEMENT IMPLICATIONS:**

The endorsement of the Rules will ensure Leederville Gardens Inc. meets with the minimum requirements under the Associations Incorporation Act 2015.

**STRATEGIC IMPLICATIONS:**

Supports the outcomes we are working towards in the City's 2018-2028 Strategic Community Plan:

*Connected Community:*

- *We have enhanced opportunities for our community to build relationships and connections with each other and the City.*

*Innovative and Accountable:*

- *We are open and accountable to an engaged community.*

**SUSTAINABILITY IMPLICATIONS:**

N/A

**FINANCIAL/BUDGET IMPLICATIONS:**

The City does not receive any financial benefit from the Association. The trust previously established by the Constitution between the Association and the City holds surplus funds which have been transferred to the City for disbursement in accordance with the trust.

**COMMENTS:**

The original Constitution for Leederville Gardens Inc. and subsequent iterations maintained a stewardship role for the City over the management of the Association. The draft Rules preserve this status.

The draft Rules have been endorsed by the Board and are required to be presented in a special general meeting of the Association (scheduled for 7 December 2018). An update will be provided prior to the Council Meeting in the event there are any amendments arising from the special resolution at the general meeting.

Administration will arrange a workshop with Council Members to discuss the City's future association with Leederville Gardens Inc. and the disbursement of the trust funds.

**LEEDERVILLE GARDENS (INC.)****CONSTITUTION****NAME**

1. The name of the Association is "LEEDERVILLE GARDENS (INC)".

**INTERPRETATION**

- 2 (a) Throughout this Constitution, if not inconsistent with the context:
  - "Association" means LEEDERVILLE GARDENS (INC)
  - "Board" means the Board of Management of the Association.
  - "Constitution" has the same meaning as is given to the expression "the Rules" in the Associations Incorporation Act 1987.
  - "member" means any member, associate member, life member or any other member whose name is entered on the Register of members.
  - "retired person" means a person who has attained the age of 55 years or a person who is or was the spouse, de facto spouse or partner of such a person.
  - "special resolution" means a resolution which is passed by a majority of not less than three-fourths of the members of the association who are entitled under the rules of the association to vote and vote in person or by proxy, at a general meeting of which notice specifying the intention to propose the resolution as a special resolution was given in accordance with those rules.
  - "Town" means the Town of Vincent.
- (b) A reference to any Act or any section of an Act shall include all consolidations, amendments, re-enactments or replacement of any of them.

Words and phrases used in this Constitution have the same meaning as in the Associations Incorporation Act 1987.

A reference to service of any notice, letter or other notification includes a service made electronically or by email.



**OBJECTS**

3. The objects of the Association shall be:
- (a) To establish and maintain housing, villages, flats apartments or similar accommodation specifically for the use enjoyment and well being of retired persons.
  - (b) To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them.

**POWERS**

4. The Association shall have power:
- (a) to acquire hold own sell let lease license mortgage caveat or otherwise deal with any property real or personal by purchase, exchange, gift, devise, lease or by any other means whatsoever subject to or not subject to any special or other condition or other conditions and subject to the objects of the Association and to enter into all and any documents required to give to any of the above;
  - (b) to purchase bank endorsed bills of exchange;
  - (c) to build, construct, establish, alter, rebuild, renovate, reconstruct and maintain units, houses, flats, homes, premises, rooms, hostels, nursing homes, day care centres and grounds and other things and places generally for the purpose of carrying out the objects of the Association;
  - (d) to borrow money and, for the purpose of securing repayment of such moneys and interest thereon, to mortgage or charge the whole or any part of the real or personal property of the Association and for such purpose to execute mortgages, bills of sale, debentures or other securities containing such covenants and provisions as the Association may consider necessary;
  - (e) to invest all or any of the funds of the Association in any securities or investments and upon any terms and conditions provided that such securities or investments and such terms and conditions are authorised or permitted by the laws of Western Australia for the investment of trust funds;
  - (f) to enter into any contract it considers necessary or desirable;
  - (g) to establish, assist, support and aid in the establishment, assistance or support of any institution or association established or to be established in furtherance of or with similar objects to the Association and for such purpose to transfer any of the property of the Association whether real or personal by sale or gift to any such institution or association;

- (h) to make alter and rescind by-laws, rules or regulations and other proceedings for the due maintenance of the Association;
  - regulating the duties, control and conduct of persons in the employ or under the care or control of the Association;
  - governing and regulating applications for admission to the home or housing of the Association, the occupancy thereof and the conduct and welfare of the occupants;
- (i) to do all such other lawful things as may be incidental to or deemed to be conducive to the attainment or execution of the objects and powers of the Association or any of them and generally to manage the units, houses, flats, homes, premises, rooms, hostels, nursing homes, day care centres and grounds of the Association.

#### **MEMBERSHIP**

5. (a) A person shall be entitled to be a member of the Association if he or she enters into a lease, licence, deed or other written agreement which entitles that person to occupy his or her principal place of residence any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.
- (b) The spouse, de facto spouse or partner of the member as described in s 5(a) shall be entitled to be an associate member of the Association for so long as the member remains entitled to occupy and reside lawfully in any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.
- (c) The Board may in its discretion admit as members of the Association persons who by their particular skill set, knowledge or experience may be of assistance to either the Board or the Association generally, provided always, that the number of persons that may become members in this way shall not exceed ten per cent (10%) of the total membership of the Association.
- (d) The Town may in its discretion nominate up to six (6) persons to be members of the Association. Three (3) may be Board Members and three (3) Deputy Board Members. At no time may more than three (3) Town nominated members sit at a General, Special or Annual General Meeting. Such persons shall remain members of the Association only for so long as that person serves as a Board Member or Deputy Board Member.
- (e) The Association shall not charge or levy any membership fees.
- (f) Membership of the Association shall come to an end in the event of a member's death or resignation or on the date that a member's entitlement to occupy any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.

Effective From 10 November 2006

3

**LIFE MEMBERSHIP**

6. At any annual general meeting of the Association life membership may, by a special resolution, be conferred upon a person or persons in recognition of outstanding service to the Association PROVIDED THAT not more than two (2) life memberships shall be conferred in any one year. Any member may nominate another member for life membership by giving written notice of such nomination to the Secretary of the Association on or before the 15th day of August in any year.

**BOARD OF MANAGEMENT**

7. (a) The Board shall comprise up to six (6) Board members, three (3) of whom shall be appointed by the Town and three (3) of whom shall be elected by the members. The President of Leederville Gardens Residents' Association Inc. may be invited to attend Board meetings in the capacity of an ex-officio member with no voting rights.
- (b) Each Board member, whether appointed or elected, shall serve for a term of three (3) years and shall be eligible to be re-appointed or re-elected for a further term.
- (c) The Town may appoint deputies for the Board members it has appointed and the Board may appoint deputies for the elected Board members. Deputy Board members shall, when acting, have the same powers, privileges, duties and indemnities as the Board member they deputize for.
- (d) A casual vacancy shall occur on the Board when, because of death, incapacity, ill health or resignation a Board member is unable to complete his or her term.
- (e) (i) Casual Vacancy Community Members
- A casual vacancy in an appointed Board member's position shall be filled by the Board appointing a new Board member. The appointee will be entitled to fill out the remainder of the original term if agreed to by Members of the Association.
- (ii) Casual Vacancy Elected Members
- A casual vacancy in an elected Board member's position shall be filled by the Town appointing a casual Board Member to serve the vacancy.
8. (a) Upon the expiration of an elected Board member's term, an election to fill that position shall be held at the next annual general meeting.
- (b) The Secretary shall call for nominations from members for candidates

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- for the position of Board member so that such nominations may be received no later than 15 August prior to the annual general meeting.
- (c) All nominations must be in writing and be signed by both the nominated candidate and the nominating member and state that the candidate is willing to both stand for election and to serve as a Board member.
9. (a) The Board shall have and shall exercise the sole control direction and management of the Association and of the occupancy of the units, houses, flats, homes, premises, rooms, hostels, nursing homes or day care centres owned and controlled by the Association and shall receive and determine applications for admission thereto.
- (b) The Board shall make and present an annual report to the annual general meeting.
- (c) The Board may establish sub-committees and appoint thereto such members (including Board members) or other persons of experience as the Board thinks fit. All such sub-committees shall be chaired by a Board member.
10. The Board shall at its first meeting following every annual general meeting appoint:
- (a) A Chairman from among the three (3) members appointed by the Town; and
- (b) a Vice Chairman from amongst its remaining members, both of whom shall hold office until the conclusion of the first meeting of the Board held after the annual general meeting next following their appointments. Both of such office bearers shall be eligible for re-appointment.
11. (a) The Board shall meet in a general board meeting at least six (6) times per year and at least once per quarter at such time and place convenient to the Board. The Chairman or any two (2) members of the Board may at any time request the Secretary to convene a special Board meeting.
- (b) At any general or special Board meeting four (4) Board members shall be necessary to be in attendance to form a quorum.
12. At least seven (7) clear days' notice of General Board meetings and three (3) clear days for Emergency Board meetings and the business to be brought forward at the meeting shall be given to each member of the Board verbally, by telephone or letter delivered to the address of the member or by pre-paid post or electronically by email. A notice so sent shall be deemed to have been delivered on the second day after the same has been forwarded.

13. The Chairman or in the Chairman's absence the Vice Chairman shall preside at all meetings of the Board but in the absence of both the Chairman and the vice Chairman the Board members present shall choose from among their number a chairman for that meeting. All questions at a meeting of the Board shall be determined by a majority of the votes of the Board members present, each of whom shall be entitled to one (1) vote provided that in the case of an equality of votes the chairman at the meeting shall have a second or casting vote.

14. The Board may, in its discretion appoint either a manager or managers to manage any property of the Association or it may contract a company or corporation to manage the property of the Association.

#### **SECRETARY AND TREASURER**

15. (a) The Board may appoint a Secretary and Treasurer at such remuneration and on such terms and conditions and with such powers and authorities as it thinks fit and may terminate the appointment of any Secretary or Treasurer so appointed by it. Nothing herein contained shall prevent the Board appointing an Honorary Secretary or Honorary Treasurer. A Secretary, Honorary Secretary, Treasurer or Honorary Treasurer may hold another office in the Association.

(b) The Board may appoint one person to be both the Secretary and the Treasurer

16. The Secretary shall attend all meetings of the Board and of any sub-committee to which he is appointed and shall be entitled to be heard on any question but shall not be entitled to vote.

17. The Treasurer shall:

- (i) be responsible for the receipt of all money on behalf of the Association and give receipts therefore;
- (ii) pay all moneys into such account or accounts in the name of the Association at such bank or banks as the Board may from time to time direct;
- (iii) submit at the annual general meeting, an annual report, balance sheet, statement of income and expenditure the auditor's report and other such information as the Association or Board may require;
- (iv) submit financial statements as and when required by the Board to correctly show the financial transactions and the position of the Association;
- (v) generally carry out the instructions and decisions of the Board relating to the property and finances of the Association.



**AUDIT**

18. (a) The Association's financial year shall be from the 1<sup>st</sup> July to the 30<sup>th</sup> June in the following year and once at least in every year the Board shall cause the Association's accounts to be audited by a duly qualified independent and experienced person or persons who shall be approved by the Town ("the Auditor").
- (b) The Treasurer shall report to the Board on the result of the audit of the Association's accounts and such report shall be presented to the members at the annual general meeting of the Association in each year.

**GENERAL MEETINGS**

19. Annual general meetings of members of the Association shall be held each year during the month of September. All other general meetings shall be special meetings.
20. Any member may, submit a motion to an annual general meeting. A member intending to submit a motion shall give to the Secretary written notice, together with a copy of the proposed motion, on or before the 15<sup>th</sup> day of August in any year. The Secretary shall give a copy of the proposed motion to the members with the notice of the annual general meeting.
21. The business of the annual general meeting shall be:
- (a) the confirmation of the minutes of the last annual general meeting and of any special meetings held since the last annual general meeting;
  - (b) the receipt and adoption of a report from the Board and/or Chairman;
  - (c) the receipt and adoption of the Auditor's report and the annual accounts;
  - (d) the election of members of the Board;
  - (e) special business (if any) brought forward after written notice as herein before mentioned;
  - (f) general business.
22. A special general meeting shall be called by the Secretary upon the written demand
- (a) of the Chairman of the Board or, in his absence,
  - (b) of the Vice Chairman of the Board, or
  - (c) of any two (2) members of the Board or
  - (d) of the lesser of twenty per centum (20%) of the membership of the Association or twenty (20) members of the Association.

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23. The Secretary shall give at least fourteen (14) days' but not more than twenty-one (21) days notice of all annual general and any special meeting to the members by posting or causing to be delivered notice thereof to each member at the address or email address appearing in the members register. Such notice shall specify the nature of the business to be transacted at the meeting.

#### **QUORUM**

24. At any meeting of members the lesser of twenty per centum (20%) of the membership of the Association at that time or twenty (20) of the members of the Association present in person or by proxy shall form a quorum.

#### **CHAIRMAN**

25. The Chairman or in the Chairman's absence the Vice Chairman shall preside at all annual general or special meetings of members of the Association but in the absence of both the Chairman and the Vice Chairman the members present shall choose from among the members present a chairman for that meeting. The Chairman shall present a report to the members at the annual general meeting outlining the results of the previous year and proposed activities during the ensuing year.

#### **VOTING**

26. (a) At all annual general or special meetings of members of the Association voting shall be a show of hands save in the case of the election of Board members where voting shall be by secret ballot. In the event of an equality of votes the Chairman of the meeting shall have a second or casting vote.
- (b) A member or associate member shall be entitled to attend and vote at any meeting of members either in person or by written proxy. The secretary (or such other person appointed by the Board) shall when forwarding notices of a meeting to members include a form of proxy for members to complete and return;
- (c) The validity or otherwise of any proxy form shall be determined by the Chairman or in his or her absence the Vice Chairman or in both their absences the chairman of the relevant member's meeting and his or her decision shall be final.

#### **MINUTES, RECORDS AND MEMBERS REGISTER**

27. (a) The Secretary shall keep or cause to be kept detailed minutes of the proceedings of every general meeting and of every meeting of the Board and of every meeting of a sub-committee in a book and such book, when signed by the chairman of the meeting in question shall be conclusive evidence that the proceedings minuted therein were regular and actually

took place as minuted and shall be binding on all the members. The book in which the minutes as so entered shall be kept by the Secretary and shall be available for inspection by members during usual business hours.

- (b) It shall be permissible for the Secretary to keep minutes and records of minutes electronically and to display same on any web site of the Association.

28. The Secretary shall prepare and maintain a member's Register which shall indicate inter alia, in relation to each member, the name, address, contact details, membership category, date of admission to membership and date of termination of membership.

29. (a) The Secretary shall have the custody of the records (including the member's Register) books, documents and the securities of the Association.

- (b) Members may inspect the records (including the member's Register), books, documents and securities which relate to the operations of the Association and may request a copy, or take an extract from such records but shall have no right to remove the records for any purpose.

#### **COMMON SEAL**

30. The Association shall have a Common Seal which shall be held in the custody of the Town of Vincent Chief Executive Officer. The Common Seal may be affixed to in the presence of two Board members, the Board having previously resolved accordingly. The Common Seal of the Association must not be used without the express authority of the Board and every use of the Common Seal must be minuted.

#### **EMPLOYEES**

31. The Board or a sub-committee to which such function has been delegated may employ on behalf of the Association such persons on such terms and conditions as it considers necessary and shall insure all persons so employed under the usual terms of a workers' compensation insurance policy.

#### **BANKING**

32. All moneys received by the Association shall be banked in one or more accounts to be opened with a bank selected by the Board. Cheques and other documents relating to every such account shall be signed or otherwise authorized by any two (2) of the Chairman, Vice Chairman or Secretary or such other person as is nominated by the Board for that purpose.

**ACCOUNTS FOR PAYMENT**

33. All accounts shall be presented to and passed for payment at meetings of the Board or of any sub-committee to which such powers may have been delegated and a proper record of such approval shall be recorded in the minutes. The Board may delegate the responsibility to pay certain specified types of accounts to the Chairman, Vice Chairman and Secretary jointly as and when they fall due subject to those accounts being subsequently presented to and confirmed by the Board.

**INCOME AND PROPERTY**

34. The income and property of the Association shall be applied solely towards the promotion of the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever to its members providing that nothing herein shall prevent the payment in good faith or remuneration to any officer or servant of the Association for services actually rendered to the Association.

**INDEMNITY**

35. The Board members (and all deputy Board members) and every sub-committee and all officers of the Association shall be indemnified and saved harmless out of the funds and assets of the Association from and against all charges, cost, losses, damages and expenses which they or any of them shall or may incur or sustain in or about the execution of their respective offices except as may be occasioned by or through their own wilful default or malfeasance and none of them shall be answerable for the acts of the others of them.

**DISSOLUTION**

36. (1) If at either an annual general or special meeting of the members, a resolution for the dissolution of the Association is passed by a special resolution of the members present at that meeting, the Association shall, thereupon or at such future date as is specified in that resolution, after paying and discharging out of the Association's funds and assets all the Association's debts and other liabilities and with the prior written approval of the Town, transfer the Association's remaining funds and assets (if any) to one or any of those organisations which:
- (a) have objectives similar to the Association;
  - (b) exist for the acquisition, construction, provision, maintenance, management or extension of residential villages for retired persons or other senior citizens within the Town's boundaries; and
  - (c) comply with the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act;

and the Deputy Commissioner of Taxation in Western Australia shall be informed in writing of the date of dissolution.

- (2) If no organisation exists which satisfies the requirements set out in clause 36(i) () at the date of dissolution of the Association, the Association shall transfer the Association's remaining funds and assets (if any) to one or any of those organisations which:

- (a) comply with by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and
- (b) are approved in writing by the Town of Vincent as appropriate recipients of the remaining assets

and the Deputy Commissioner of Taxation in Western Australia shall be informed in writing of the date of dissolution.

#### **INTERPRETATION OF THE CONSTITUTION**

37. Should any question arise as to the interpretation of this Constitution or of any by-laws rules or regulations which the Association is authorised and empowered to make, such questions shall be decided by the Board whose decision shall be final and binding.

#### **ALTERATIONS TO THE CONSTITUTION**

38. The Constitution of the Association may be altered, added to or repealed by a special resolution passed at any annual general or special meeting of members. Any such alteration, addition or repeal shall not become effective until such time as the written consent of the Town to the proposed alteration, addition or repeal is obtained.

In the event of the Constitution being added, altered or repealed by special resolution, the Association shall lodge with the relevant State Government body a notice of the special resolution in accordance with Section 17 (2) of the Associations Incorporations Act 1987.



**ACCUMULATED OPERATING SURPLUS**

39. (1) In this clause:

- (a) 'accumulated operating surplus' means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.
- (b) 'the base amount' means in respect of a given financial year that amount which is calculated from the formula -

$$\$500,000 \quad \times \quad \frac{\text{CPI} - \text{N}}{\text{CPI} - \text{O}}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30<sup>th</sup> June in that given financial year.

**PROVIDED:**

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (2) Within four months after the end of each financial year the Association's auditor shall certify to the Treasurer the accumulated operating surplus and the base amount.
- (3) If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the Town. This payment to the Town shall be on the basis of a trust to the Town requiring that the Town deposit the excess in a particular reserve account and payments from that account shall be made to one or any of those organisations which:
  - (i) have similar aims and objectives to the Association;

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- (ii) exist for the acquisition, provision, maintenance, management or extension of any existing housing, villages, flats apartments or similar accommodation operated by the Association, or the purchase or construction of a similar type of facility for senior citizens within the Town's boundaries; and
- (iii) are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act,

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 18(a).

- (4) If no organisation exists which satisfies the requirements set out in clause 42(3) the Town may transfer the excess to one or any of those organisations which:
  - (a) are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and
  - (b) are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in clause 18(a).

#### **DISPUTES AND MEDIATION**

- 40. (1) The grievance procedure set out in this clause applies to disputes between-
  - (a) a member and another member; or
  - (b) a member and the Association or Board; or
  - (c) if the Association provides services to non-members, those non-members who receive services from the Association and the Association.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (4) The mediator must be-
  - (a) a person chosen by agreement between the parties; or
  - (b) in the absence of agreement-
    - (i) in the case of a dispute between a member and another

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member, a person appointed by the Board;

(ii) in the case of any other dispute a person who is a mediator appointed to, or employed with, a not for profit organisation.

- (5) A member of the Association can be a mediator.
- (6) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (7) The mediator, in conducting the mediation, must-
  - (a) give the parties to the mediation process every opportunity to be heard;
  - (b) allow due consideration by all parties of any written statement submitted by any party; and
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (8) The mediator must not determine the dispute.
- (9) The mediation must be confidential and without prejudice.
- (10) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Associations Incorporations Act 1987 or otherwise at law.

## LEEDERVILLE GARDENS INC

## PART 1 — PRELIMINARY

## 1. Name

The name of the Association is Leederville Gardens Inc.

## 2. Terms used

In these rules, unless the contrary intention appears:

**Act** means the Associations Incorporation Act 2015;

**Association** means the incorporated association to which these rules apply;

**Board** means the management committee of the Association for the purposes of the Act, constituted in accordance with rule 13;

**Board meeting** means a meeting of the Board convened in accordance with Part 4 of Division 4 of these rules;

**books**, of the Association, includes the following:

- (a) a register;
- (b) financial records, financial statements or financial reports, however compiled, recorded or stored;
- (c) a document;
- (d) any other record of information;

whether in physical, electronic or digital form.

**Chair** means the person appointed in accordance with rule 22 to hold office as the Chair of the Association;

**chairperson** means the Chair, or Deputy Chair, or other person chairing a meeting in accordance with these rules;

**City** means the City of Vincent;

**Commissioner** means the person for the time being designated as the Commissioner under section 153 of the Act;

**community Director** means a person who is not a resident and who is appointed as a Director in accordance with rule 18 or 21;

**Director** means a member of the Board, constituted in accordance with rule 13, and:

**financial records** include:

- (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers;
- (b) documents of prime entry; and
- (c) working papers and other documents needed to explain:
  - (i) the methods by which financial statements are prepared; and
  - (ii) adjustments to be made in preparing financial statements;

**financial report** has the meaning given in section 63 of the Act;

**financial year**, of the Association, means the 12 month period commencing on 1 July and ending on 30 June the following year;

**general meeting**, of the Association, means a meeting of the Association that all members are entitled to receive notice of and to attend, including the annual general meeting of the Association;

**Management Committee** means the management committee of Leederville Gardens Residents' Association (Inc.);

**member** means a person who is a member of the Association in accordance with rule 5;

**office holder** means a person holding office in accordance with rule 13(2);

**register of members** means the register of members referred to in section 53 of the Act;

**resident** means a person who is a resident of the village under a lease granted to that person by the Association, for a term expiring at the end of the person's lifetime;

**resident Director** means a resident who is elected as a Director in accordance with rule 19;

**rules** means these rules of the Association, as in force for the time being;

**Secretary** means the person holding office as the Secretary of the Association, appointed in accordance with rule 16;

**special general meeting** means a general meeting of the Association other than the annual general meeting;

**selection criteria** means the selection criteria developed by the Board and approved by the City in accordance with rule 14 for the search for and selection of community Directors based on what the Board considers to be the relevant skills, experience and attributes for the Board;

**special resolution** means a resolution passed by the members at a general meeting in accordance with section 51 of the Act;

**subcommittee** means a subcommittee appointed by the Board under rule 36;



**Treasurer** means the person holding office as the Treasurer of the Association, appointed in accordance with rule 17;

**village** means Leederville Gardens retirement village, which is owned and managed by the Association.

## PART 2 — OBJECTS

### 3. Objects

The objects of the Association shall be:

- (1) To provide independent living accommodation under a retirement village scheme in Western Australia through housing that is suitable for residents as they age;
- (2) To provide a safe and healthy living environment which offers a high quality of life for residents as they age through the provision of homes, accommodation, facilities and related services;
- (3) To provide care and support for the ageing and the aged;
- (4) To provide a range of social, recreational and health and wellbeing services for residents (and the wider aged community where appropriate);
- (5) To provide or facilitate in-home care and other services for residents where necessary, including personal care services, housekeeping services and meals;
- (6) To work with other organisations, local authorities, and the State and Federal Governments to develop policies and programs that promote the well-being of residents;
- (7) To preserve and improve the financial strength of the Association;
- (8) To maintain and improve the village for the benefit of current and future residents;
- (9) To act in a manner consistent with that of a charitable institution.
- (10) To do all such things that are incidental or conducive to the attainment of any or all of the above objects.

### 4. Not-for-profit body

The property and income of the Association must be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member, except in good faith in the promotion of those objects or purposes, and subject always to any additional limitations applying by virtue of these rules and/or the Act.

## PART 3 — MEMBERS

### Division 1 — Membership

#### 5. Membership

The Association's members shall comprise:

- (1) Any person who is a resident.
- (2) The Directors.

#### 6. When membership commences

A person's membership commences when:

- (a) In the case of a person who is a resident, the date they become a resident.
- (b) In the case of a person who is a community Director, the date their term of office commences.

#### 7. When membership ceases

- (1) A person ceases to be a member when any of the following takes place:
  - (a) the person dies;
  - (b) for a member who is a resident, the person ceases to be a resident; or
  - (c) for a member who is a community Director, the person ceases to be a Director.
- (2) The Secretary must keep a record, for at least one year after a person ceases to be a member, of:
  - (a) the date on which the person ceased to be a member; and
  - (b) the reason that the person ceased to be a member.

#### 8. Rights not transferable

The rights of a member are not transferable and end when membership ceases.

#### 9. Membership fees

The Association shall not charge or levy any membership fees.

## Division 2 — Register of members

### 10. Register of members

- (1) The Secretary, or another person authorised by the Board, is responsible for the requirements imposed on the Association under section 53 of the Act to maintain the register of members and record in that register any change in the membership of the Association.
- (2) In addition to the matters referred to in section 53(2) of the Act, the register of members must include the date on which each member becomes a member.
- (3) The register of members must be kept at a secure location at the village, or at another place determined by the Board, and may be kept in a digital form.
- (4) A member who wishes to inspect the register of members must contact the Secretary to make the necessary arrangements.
- (5) If:
  - (a) a member inspecting the register of members wishes to make a copy of, or take an extract from, the register under section 54(2) of the Act; or
  - (b) a member makes a written request under section 56(1) of the Act to be provided with a copy of the register of members,

the Board may require the member to provide a statutory declaration setting out the purpose for which the copy or extract is required and declaring that the purpose is connected with the affairs of the Association.

## Division 3 —Disputes and mediation

### 11. Procedure for dealing with disputes

- (1) The procedure set out in this clause applies to disputes relating to the operation and management of the Association, between:
  - (a) members; or
  - (b) a member, and the Association or the Board.It does not apply to:
  - (a) disputes between Directors;
  - (b) matters in respect of which dispute resolution procedures are available under the Retirement Villages Act 1992 (WA) or the code of practice prescribed for retirement villages under the Fair Trading Act 2010 (WA) from time to time.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

- (3) If the parties are unable to resolve the dispute by the end of the 14 day period described in rule 11(2), the parties must, within a further 10 days, hold a meeting in the presence of a mediator and in good faith attempt to settle the dispute by mediation.
- (4) The mediator must:
  - (a) be a person chosen by agreement between the parties; or
  - (b) if unable to be agreed between the parties, be:
    - (i) in the case of a dispute between a member and another member, a person appointed by the Board;
    - (ii) in the case of any other dispute, a person nominated by the City.
- (5) A member may be appointed as a mediator under rule 11(4).
- (6) The mediator, in conducting the mediation, must:
  - (a) give the parties to the mediation process every opportunity to be heard;
  - (b) allow due consideration by all parties of any written statement;
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process; and
  - (d) not determine the dispute.
- (7) The mediation must be confidential and without prejudice.
- (8) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

## PART 4 — BOARD

### Division 1 — Powers of Board

#### 12. Board

- (1) The Board shall have and shall exercise the sole control, direction and management of the Association.
- (2) Subject to the Act and these rules, the Board has power to do all things necessary or convenient to be done for the proper management of the affairs of the Association.
- (3) The Board must take all reasonable steps to ensure that the Association complies with the Act and these rules.

### Division 2 — Composition of Board and duties of Directors

#### 13. Directors and office holders

- (1) The Board shall, subject to rule 13(4) comprise up to:
  - (a) three community Directors appointed by the City under rule 18;
  - (b) two resident Directors elected by the members under rule 19; and
  - (c) one community Director elected by the members under rule 21.
- (2) The office holders of the Association are:
  - (a) the Chair, who must be a Director;
  - (b) the Deputy Chair, who must be a Director;
  - (c) the Secretary;
  - (d) the Treasurer; and
  - (e) any other person the Board formally designates as an office holder to perform a function other than the above.
- (3) If persons other than Directors are appointed to the role of the office holders described in paragraph (2)(c) to (2)(e), those officeholders may be paid a fee agreed by the Board, subject to these rules and the Act.
- (4) This rule 13:
  - (a) shall apply when Board vacancies arise from time to time following the commencement of the rule; and
  - (b) does not affect the validity of Director election or appointment made prior to commencement of the rule.



#### 14. Selection criteria

- (1) The Board will review the selection criteria every year and send any revisions to the City.
- (2) Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.

#### 15. Chair and Deputy Chair

- (1) It is the duty of the Chair to consult with the Secretary regarding the business to be conducted at each Board meeting and general meeting.
- (2) The Chair has the powers and duties relating to:
  - (a) convening and presiding at Board meetings and presiding at general meetings, as provided for in these rules; and
  - (b) such other powers and duties as may be given to the Chair under these rules or by the Board from time to time.
- (3) If the Chair is absent from a meeting or on leave, the Deputy Chair shall assume the powers and duties of the Chair described above.

#### 16. Secretary

- (1) The Secretary is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Secretary has the following duties:
  - (a) Advising the Board on governance matters;
  - (b) coordinating the induction of new Directors;
  - (c) dealing with the Association's correspondence;
  - (d) consulting with the Chair regarding the business to be conducted at each Board meeting and general meeting;
  - (e) preparing the notices required for meetings and for the business to be conducted at meetings;
  - (f) maintaining on behalf of the Association the register of members, and recording in the register any changes in the membership, as required under section 53(1) of the Act;
  - (g) maintaining on behalf of the Association an up-to-date copy of these rules, as required under section 35(1) of the Act;
  - (h) maintaining on behalf of the Association a record of Board members and office holders, as required under section 58(2) of the Act;

- (i) ensuring the safe custody of the books of the Association, other than the financial records, financial statements and financial reports, as applicable to the Association;
  - (j) maintaining full and accurate minutes of Board meetings and general meetings;
  - (k) monitoring and advising the Board on compliance with relevant legislation, standards of practice and policies and procedures;
  - (l) facilitating the appointment and reappointment of Board members;
  - (m) carrying out any other duty given to the Secretary under these rules or by the Board.
- (3) The duties of the Secretary may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

#### 17. Treasurer

- (1) The Treasurer is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Treasurer has the following duties:
- (a) ensuring that any amounts payable to the Association are collected and issuing receipts for those amounts in the Association's name;
  - (b) ensuring that any amounts paid to the Association are credited to the appropriate account of the Association, as directed by the Board;
  - (c) ensuring that any payments made by the Association have been authorised by the Board or at a general meeting;
  - (d) ensuring that the Association complies with the relevant requirements of Part 5 of the Act;
  - (e) ensuring the safe custody of the Association's financial records, financial statements and financial reports, as applicable to the Association;
  - (f) coordinating the preparation of the Association's financial report before its submission to the Association's annual general meeting;
  - (g) providing any assistance required by an auditor conducting an audit of the Association's financial report under Part 5 Division 5 of the Act;
  - (h) carrying out any other duty given to the Treasurer under these rules or by the Board.
- (3) The duties of the Treasurer may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

### Division 3 — Appointment of Directors and tenure of office

#### 18. Appointment of community Directors by the City

- (1) The Secretary will give the City at least 90 days' notice of the expiry of the term of office of each community Director appointed by the City.
- (2) The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:
  - (a) The City will use the selection criteria in its search and selection process.
  - (b) The City will provide a shortlist of potential appointees to the Board.
  - (c) The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.
  - (d) The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.
- (3) Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.

#### 19. Nomination of resident Directors

- (1) When a current resident Director's term is due to expire at the next annual general meeting, the Secretary must give all members at least 42 days' notice before the annual general meeting by sending them a written notice:
  - (a) calling for nominations for election as a resident Director; and
  - (b) stating the date by which nominations must be received by the Secretary to comply with subrule (2).
- (2) A member who wishes to be considered for election as a resident Director at the annual general meeting must nominate for election by sending written notice of the nomination to the Secretary at least 28 days before the annual general meeting.
- (3) The written notice must be seconded by another member in support of the nomination.

**20. Election of resident Directors**

- (1) If the number of members nominating for the position of resident Director at a general meeting is not greater than the number of positions to be elected, the chairperson of the meeting must declare the member or members so nominating to be elected to the position.
- (2) If the number of members nominating for the position of resident Director is greater than the number of vacancies, the members at the meeting must vote in accordance with procedures that have been determined by the Board to decide the members who are to be elected to the position of resident Director.

**21. Election of community Directors by the members**

- (1) The Secretary must give the Board and the Management Committee at least 90 days' notice of the expiry of the term of office of a community Director who was elected by the members.
- (2) The Board and the Management Committee will agree a process for identifying and selecting an appropriate person to be elected as the community Director.
- (3) The process will take into account the selection criteria.
- (4) If the Board and the Management Committee agree on a person, they will jointly recommend that person to the annual general meeting for election.
- (5) If the Board and the Management Committee do not agree on the person to be nominated for the role, they may each nominate a person to the annual general meeting for election.
- (6) If the annual general meeting does not elect a community Director under subrules (4) or (5), there shall be a casual vacancy for that role which may be filled by the Board under rule 25 only if the Management Committee agrees to the appointment.

**22. Appointment of Chair and Deputy Chair**

- (1) The Board shall at its first meeting following every annual general meeting appoint a Chair from among the 3 community Directors appointed by the City, and a Deputy Chair from among any of the Directors who are not appointed as Chair.
- (2) The Chair and Deputy Chair shall hold those offices until the first Board meeting held after the next annual general meeting, at which time they shall be eligible for reappointment if they continue to satisfy the criteria in rule 22(1) and confirm their willingness to be reappointed.
- (3) A Director seeking to be appointed Chair or Deputy Chair shall not preside at the meeting at which the appointment is to be made until the appointment has been made.

**23. Term of office**

- (1) The term of office of a Director begins:
  - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment or, if no date is specified, from the later of:
    - (i) the date of the meeting at which they were appointed; and
    - (ii) the day following the final day of the term of office of the Director they are replacing;
  - (b) in the case of a Director who is elected at a general meeting, from the date of that meeting; or
  - (c) in the case of a Director who is appointed by the Board to fill a casual vacancy under rule 25, from the date specified at the time of appointment or, if no date is specified, from the date of the meeting at which they were appointed.
- (2) The term of office of a Director ends:
  - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment which shall not be more than 3 years from the date of appointment or, if no date is specified, 3 years from the date of appointment; or
  - (b) in the case of a resident Director or a community Director elected at a general meeting, at the third annual general meeting held after the date of their appointment..
- (3) A Director may be reappointed or re-elected for a further term, provided that a person shall not be eligible to serve as a Director for a total period of more than 9 years.

**24. Resignation, cessation and removal from office**

- (1) A person ceases to be a Director if that person:
  - (a) dies;
  - (b) in the case of a resident Director, ceases to be a resident;
  - (c) resigns from the Board by written notice given to the Secretary or, if the resigning member is the Secretary, given to the Chair;
  - (d) is removed from office under these rules;
  - (e) becomes ineligible to accept an appointment or act as a Director under these rules or section 39 of the Act;
  - (f) becomes permanently unable to act as a Director because of a mental or physical disability; or



- (g) fails to attend in person 3 consecutive Board meetings, of which the Director had been given notice, without leave previously granted by a resolution of the Board.
- (2) For the purpose of rule 24(1) a resignation takes effect:
  - (a) when the notice is received by the Secretary or Chair; or
  - (b) if a later time is stated in the notice, at the later time.
- (3) At a general meeting, the Association may by resolution:
  - (a) remove from office a Director who was elected at a general meeting or appointed to fill a casual vacancy under rule 25; and
  - (b) elect a person who is eligible to fill the vacant position.
- (4) The Board may, by resolution of 4 or more Directors passed in accordance with these rules, remove a person from being a Director if that person:
  - (a) is unwilling to act as a Director;
  - (b) breaches the Board's code of conduct; or
  - (c) behaves in a manner that brings the Association into disrepute.
- (5) When the Board removes a Director under subrule (4), it shall inform:
  - (a) the City, in the case a community Director appointed by the City; and
  - (b) the Management Committee, in the case of a Director elected at a general meeting.

## 25. Filling casual vacancies

- (1) If a position of Director falls or remains vacant for any reason and:
  - (a) in the case of a community Director appointed by the City, the City has not appointed a person to fill that position; or
  - (b) in the case of a resident Director or a community Director elected at a general meeting, a person was not elected to that position at an annual general meeting,then the Board may appoint a person to that position.
- (2) The person appointed under this rule:
  - (a) in the case of a community Director, must be a person who is not a resident; and
  - (b) in the case of a resident Director, should preferably be a resident.
- (3) When making an appointment to fill a casual vacancy, the Board shall take into consideration:

- (a) in the case of a community Director, the selection criteria; and
  - (b) in the case of a resident Director, the views of the Management Committee.
- (4) The term of office of the person so appointed will run until:
  - (a) in the case of a community Director appointed by the City, until the City makes an appointment under rule 18, provided that the term of office shall not exceed 3 years;
  - (b) in the case of a resident Director or a community Director elected at a general meeting, until the next annual general meeting.
- (5) If there are fewer than 4 current Directors, the Board shall be deemed to have a quorum for the purpose of appointing Board members under this rule.

## **26. Validity of acts**

The acts of the Board or a subcommittee, or of a Director or member of a subcommittee, are valid despite any defect that may afterwards be discovered in the election, appointment or qualification of a Director or member of a subcommittee.

## **27. Payments to Directors and subcommittee members**

- (1) A Director or a member of any subcommittee is entitled to be paid out of the funds of the Association only if:
  - (a) the payment is for any out-of-pocket expenses for travel and accommodation in connection with the performance of the Director's functions; or
  - (b) the payment is authorised by resolution at a general meeting on the basis that the payment is:
    - (i) reimbursement for an expense not referred to in rule 27(1)(a), that has been properly incurred in connection with the Association's business; or
    - (ii) a fee or allowance for the Director or subcommittee member's work not exceeding reasonable market rates for that work.

### Division 4 — Board meetings

#### 28. Board meetings

- (1) The Board must hold Board meetings at least 6 times in each year on the dates and at the times and places determined by the Board.
- (2) Special Board meetings may be convened by the Chair or any 2 Directors.
- (3) The President of Leederville Gardens Residents' Association Inc. and other members of the Management Committee may be invited to attend Board meetings in the capacity of an ex-officio member with no voting rights.

#### 29. Notice of Board meetings

- (1) Notice of each Board meeting must be given to each Director at least 48 hours before the time of the meeting.
- (2) The Directors may unanimously agree to shorter notice of a Board meeting.
- (3) The notice must state the date, time and place of the meeting and must describe the general nature of the business to be conducted at the meeting.
- (4) The only business that may be conducted at the meeting is the business described in the notice unless the Directors at the meeting unanimously agree to deal with other business.

#### 30. Procedure and order of business

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each Board meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) The procedure to be followed at a Board meeting shall be determined from time to time by the Board.
- (4) The order of business at a Board meeting shall be determined by the Directors at the meeting.

#### 31. Use of technology to be present at Board meetings

- (1) The Board may allow a Director to attend a Board meeting by telephone or other means of instantaneous communication.
- (2) A Director who participates in a Board meeting under subrule (1) is taken to be present at the meeting and, if the Director votes at the meeting, the Director is taken to have voted in person, subject to rule 31(3).
- (3) A Director who attends a Board meeting in the above manner is not taken to be in attendance in person for the purpose of rule 24(1)(g).

### 32. Resolutions by email

- (1) With the approval of the Chair, urgent matters may be dealt with by proposed resolutions sent by the Secretary or by or on behalf of the Chair by email or other electronic communication to all Directors.
- (2) If any 2 Directors request that the matter be deferred for consideration at a Board meeting, consideration of the resolutions shall be deferred until the next Board meeting.
- (3) Subject to subrule (2), a resolution sent by email or other electronic communication shall be considered carried when:
  - (a) 5 or more Directors agree to it within 72 hours of the sending of the proposed resolution; or
  - (b) 4 Directors agree to it within the 72 hour period and 72 hours have elapsed since the proposed resolution was sent.

### 33. Quorum for Board meetings

- (1) Subject to subrule (4), the quorum for every Board meeting shall be 4 Directors.
- (2) Subject to subrule (4), no business is to be conducted at a Board meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a Board meeting:
  - (a) in the case of a special meeting, the meeting lapses; or
  - (b) otherwise, the meeting is adjourned to another place, date and time determined by the Chair chairperson?.
- (4) If:
  - (a) a quorum is not present within 30 minutes after the commencement time of a Board meeting held under subrule (3)(b); and
  - (b) at least 2 Board members are present at the meeting,those members present are taken to constitute a quorum.

### 34. Voting at Board meetings

- (1) All decisions at Board meeting shall be made by consensus.
- (2) If a consensus cannot be reached on an item of business, the Chair shall put the item to the vote.
- (3) Each Director present at a Board meeting shall have one vote, and the item shall be carried if:
  - (a) a majority of Directors present vote in favour of the item; or
  - (b) if the votes are divided equally, the chairperson of the meeting – who shall have a second or casting vote – votes in favour of the item.

### 35. Minutes of Board meetings

- (1) The Board must ensure that minutes are taken and kept of each Board meeting.
- (2) The minutes must record the following:
  - (a) the names of the Directors and any other persons present at the meeting;
  - (b) the business considered at the meeting;
  - (c) every decision that was made at the meeting.
- (3) The minutes of a Board meeting must be entered in the Association's minute book within 30 days after the meeting is held and submitted to the subsequent Board meeting for approval by the Board.
- (4) The Chair must ensure that the minutes of a Board meeting are reviewed and confirmed at the subsequent Board meeting and signed as correct by:
  - (a) the chairperson of the meeting to which the minutes relate; or
  - (b) the chairperson of the next Board meeting.
- (5) When the minutes of a Board meeting have been signed as correct they are, until the contrary is proved, evidence that:
  - (a) the meeting to which the minutes relate was duly convened and held;
  - (b) the matters recorded as having taken place at the meeting took place as recorded; and
  - (c) any appointment purportedly made at the meeting was validly made.



## Division 5 — Subcommittees and Delegation

### 36. Subcommittees

- (1) To help the Board in the conduct of the Association's business, the Board may appoint one or more subcommittees.
- (2) A subcommittee may consist of such people, whether or not Directors, as the Board considers appropriate.

### 37. Delegation

- (1) In this rule:  
  

***non-delegable duty*** means a duty imposed on the Board by the Act or another written law.
- (2) The Board may delegate to a subcommittee or any person the exercise of any power or the performance of any duty of the Board other than:
  - (a) the power to delegate; or
  - (b) a non-delegable duty.
- (3) A power or duty, the exercise or performance of which has been delegated to a subcommittee or a person under this rule, may be exercised or performed by the subcommittee or person in accordance with the terms of the delegation.
- (4) The delegation may be made subject to any conditions, qualifications, limitations or exceptions that the Board specifies in the document or Board resolution by which the delegation is made.
- (5) The delegation does not prevent the Board from exercising or performing at any time the power or duty delegated.
- (6) Any act or thing done by a subcommittee or a person under the delegation has the same force and effect as if it had been done by the Board.
- (7) The Board may amend or revoke any delegation.

## PART 5 — GENERAL MEETINGS OF ASSOCIATION

### 38. Annual general meeting

- (1) The Board must determine the date, time and place of the annual general meeting, which shall be held on or before 30 November each year.
- (2) The ordinary business of the annual general meeting shall be:
  - (a) to confirm the minutes of the previous annual general meeting and of any special general meeting held since then if the minutes of those meetings have not yet been confirmed;
  - (b) to receive and consider:
    - (i) the Board's annual report on the Association's activities during the preceding financial year;
    - (ii) the financial report of the Association for the preceding financial year presented under Part 5 of the Act; and
    - (iii) a copy of the auditor's report on the financial report;
  - (c) if applicable, to elect resident Directors; and
  - (d) if applicable, to appoint or remove an auditor of the Association in accordance with the Act.
- (3) Any other business of which notice has been given in accordance with these rules may be conducted at the annual general meeting.

### 39. Special general meetings

- (1) The Board may convene a special general meeting.
- (2) The Board must convene a special general meeting if at least 20% of the members require a special general meeting to be convened.
- (3) The members requiring a special general meeting to be convened must:
  - (a) make the requirement by written notice given to the Secretary;
  - (b) state in the notice the business to be considered at the meeting; and
  - (c) each sign the notice.
- (4) The special general meeting must be convened within 28 days after notice is given under subrule (3)(a).
- (5) If the Board does not convene a special general meeting within that 28 day period, the members requiring the special general meeting (or any of them) may convene the special general meeting.

- (6) A special general meeting convened by members under subrule (5):
  - (a) must be held within 3 months after the date the original requirement was made; and
  - (b) may only consider the business stated in the notice by which the requirement was made.
- (7) The Association must reimburse any reasonable expenses incurred by the members convening a special general meeting under subrule (5).

#### 40. Notice of general meetings

- (1) The Secretary or, in the case of a special general meeting convened under rule 39, the members convening the meeting, must give to each member:
  - (a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the meeting; or
  - (b) at least 14 days' notice of a general meeting in any other case.
- (2) The notice must:
  - (a) specify the date, time and place of the meeting;
  - (b) indicate the general nature of each item of business to be considered at the meeting;
  - (c) if the meeting is the annual general meeting, include the names of the people who have nominated for election as Director under rule 20(2);
  - (d) if a special resolution is proposed:
    - (i) set out the wording of the proposed resolution as required by section 51(4) of the Act;
    - (ii) state that the resolution is intended to be proposed as a special resolution; and
    - (iii) comply with rule 41(5); and
  - (e) state each member's right to attend and vote at the meeting.

#### 41. Proxies

- (1) Subject to subrule (2), a member may appoint the Chair or another member as their proxy to vote and speak on their behalf at a general meeting.
- (2) A member other than the Chair may not be appointed the proxy for more than 5 other members.
- (3) The appointment of a proxy must be in writing and signed by the member making the appointment.
- (4) If the Board has approved a form for the appointment of a proxy, the member may use that form or any other form:

- (a) that clearly identifies the person appointed as the member's proxy; and
  - (b) that has been signed by the member making the appointment.
- (5) Notice of a general meeting given to a member under rule 40 must:
  - (a) state that the member may appoint an individual who is a member as a proxy for the meeting; and
  - (b) include a copy of any form that the Board has approved for the appointment of a proxy.
- (6) A form appointing a proxy must be given or sent electronically to the Secretary before the commencement of the general meeting for which the proxy is appointed.
- (7) The Chair shall announce the proxies that have been received by the Secretary under subrule (6) at the commencement of the general meeting for which the proxies have been appointed.

#### 42. Presiding member at general meetings

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each general meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a general meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) If no Directors are present at the general meeting or willing to act as chairperson of the meeting, the meeting shall elect a chairperson from the members in attendance.

#### 43. Quorum for general meetings

- (1) The quorum for a general meeting shall be the lesser of:
  - (a) 20% of all members, and
  - (b) 20 members,  
present in person or by proxy.
- (2) No business is to be conducted at a general meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a general meeting:
  - (a) in the case of a special general meeting, the meeting lapses; or
  - (b) in the case of the annual general meeting, the meeting is adjourned to:
    - (i) the same time and day in the following week; and
    - (ii) the same place, unless the Chair:
      - (A) specifies another place at the time of the adjournment; or
      - (B) causes written notice of another place to be given to the members before the day to which the meeting is adjourned.
- (4) If:
  - (a) a quorum is not present within 30 minutes after the commencement time of an annual general meeting held under subrule (3)(b); and

- (b) at least 2 members are present at the meeting,  
those members present are taken to constitute a quorum.

#### 44. Adjournment of a general meeting

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of a majority of the members present at the meeting, adjourn the meeting to another time at either the same place or at another place.
- (2) Without limiting subrule (1), a meeting may be adjourned:
  - (a) if there is insufficient time to deal with the business at hand; or
  - (b) to give the members more time to consider an item of business.
- (3) No business may be conducted on the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- (4) Notice of the adjournment of a meeting under this rule is not required unless the meeting is adjourned for 14 days or more, in which case notice of the meeting must be given in accordance with rule 40.

#### 45. Voting at general meetings

- (1) On any question arising at a general meeting:
  - (a) subject to subrule (3), each member has one vote; and
  - (b) members may vote personally or by proxy.
- (2) Except in the case of a special resolution, a motion is carried if a majority of the members present at a general meeting in person or by proxy vote in favour of the motion.
- (3) If votes are divided equally on a question, the chairperson of the meeting has a second or casting vote.

#### 46. When special resolutions are required

- (1) A special resolution is required if it is proposed at a general meeting:
  - (a) to amalgamate the Association with another body;
  - (b) to request the Commissioner to apply to the State Administrative Tribunal under section 109 of the Act for the appointment of a statutory manager;
  - (c) to make any alteration to these rules; or
  - (d) any matter required to be put to a special resolution by the Act.
- (2) Subrule (1) does not limit the matters in relation to which a special resolution may be proposed.



**47. Determining whether resolution carried**

- (1) In this rule:

**poll** means the process of counting the votes, including proxies, that is conducted by counting hands, bodies or written voting papers.

- (2) Subject to subrule (4), the chairperson of a general meeting may, on the basis of general agreement or disagreement or by a show of hands, declare that a resolution has been:
- (a) carried; or
  - (b) carried unanimously; or
  - (c) carried by a particular majority; or
  - (d) lost.
- (3) If the resolution is a special resolution, the declaration under subrule (2) must identify the resolution as a special resolution.
- (4) If a poll is demanded on any question by the chairperson of the meeting or by at least 3 members present in person or by proxy:
- (a) the poll must be taken at the meeting in the manner determined by the Chair;
  - (b) the Chair must declare the determination of the resolution on the basis of the poll.
- (5) A declaration under subrule (2) or (4) must be entered in the minutes of the meeting, and the entry is, without proof of the voting in relation to the resolution, evidence of how the resolution was determined.

**48. Minutes of general meeting**

- (1) The Secretary, or a person authorised by the Board from time to time, must take and keep minutes of each general meeting.
- (2) The minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- (3) In addition, the minutes of each annual general meeting must record:
- (a) the names of the members attending the meeting;
  - (b) any proxy forms announced by the chairperson of the meeting under rule 41(7);
  - (c) the financial statements or financial report presented at the meeting, as referred to in rule 50(1); and
  - (d) any report of the review or auditor's report on the financial report presented at the meeting, as referred to in rule 50(2)(d).

- (4) The minutes of a general meeting must be entered in the Association's minute book within 30 days after the meeting is held.
- (5) The chairperson of a general meeting must ensure that the minutes of the previous general meeting are considered by the general meeting, put to the meeting for adoption and, following adoption by the meeting, signed as correct by:
  - (a) the chairperson of the meeting to which they relate; or
  - (b) the chairperson of the general meeting at which they are adopted.
- (6) Where the general meeting is the annual general meeting, the minutes are to be considered and adopted by the next annual general meeting.
- (7) When the minutes of a general meeting have been signed as correct they are, in the absence of evidence to the contrary, taken to be proof that:
  - (a) the meeting to which the minutes relate was duly convened and held; and
  - (b) the matters recorded as having taken place at the meeting took place as recorded; and
  - (c) any election or appointment purportedly made at the meeting was validly made.

## PART 6 — FINANCIAL MATTERS

### 49. Control of funds

- (1) The Board will have control of the Association's funds and assets and may:
  - (a) Open bank accounts in the name of the Association
  - (b) approve expenditure on behalf of the Association; and
  - (c) delegate responsibility for management of the Association's funds to a subcommittee or a person.
- (2) The Board shall adopt policies, with appropriate authorisations and delegations, for the prudent management and oversight of the receipt and disbursement of its funds.

### 50. Financial statements and financial reports

- (1) For each financial year, the Board must ensure that the requirements imposed on the Association under Part 5 of the Act relating to the financial statements or financial report of the Association are met.
- (2) Without limiting subrule (1), those requirements include:
  - (a) the preparation of the financial report; and
  - (b) the auditing of the financial report; and
  - (c) the presentation to the annual general meeting of the financial report; and
  - (d) the presentation to the annual general meeting of the copy of the auditor's report on the financial statements.

## 51. Accumulated operating surplus

(1) In this clause:

- (a) **accumulated operating surplus** means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.
- (b) **base amount** means in respect of a given financial year that amount which is calculated from the formula –

$$\$1,000,000 \times \frac{CPI - N}{CPI - O}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30 June in that given financial year.

PROVIDED:

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (c) References to the **Income Tax Assessment Act** are to be read as references to the *Income Tax Assessment Act 1936* (Cth) subject to the amendment, repeal and replacement of that legislation from time to time.
- (2) Within five months after the end of each financial year the Association's auditor shall certify to the Board the accumulated operating surplus and the base amount.
- (3) If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the City to be deposited by the City in a Particular Trust Account and disbursements therefrom shall only be made to public benevolent institutions which are located within the municipality of the City.
- (a)
- (4) If no organisation exists which satisfies the requirements set out in subrule (3) the City may transfer the excess to one or any of those organisations which:
- (a) are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and

- (b) are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in rule 38(2)(b)(iii).

## **PART 7 — GENERAL MATTERS**

### **52. Executing documents and common seal**

- (1) The Association shall not have a common seal.
- (2) The Association may execute a document if the document is signed by:
  - (a) 2 Directors;
  - (b) 1 Director and the Secretary; or
  - (c) 1 Director and a person authorised by the Board.

### **53. Policies**

- (1) The Board may adopt policies to assist its oversight and control of the Association.
- (2) The policies:
  - (a) will guide the Board, but the Board will not be bound to follow any policy; and
  - (b) will be binding on every subcommittee and every person to which the policy is expressed to apply.
- (3) The Board will adopt a Code of Conduct that will apply to the Directors, office holders and employees of the Association.

### **54. Giving notices to members**

- (1) In this rule, recorded means recorded in the register of members.
- (2) A notice or other document that is to be given to a member under these rules is taken not to have been given to the member unless it is in writing and:
  - (a) delivered by hand to the recorded address of the member;
  - (b) sent by prepaid post to the recorded postal address of the member; or
  - (c) sent by facsimile or electronic transmission to the member's recorded facsimile number or electronic address.

### **55. Custody of books and securities**

- (1) Subject to subrule (2), the books and any securities of the Association must be kept in the Secretary's custody or under the Secretary's control in accordance with rule 16.

- (2) The financial records and, as applicable, the financial statements or financial reports of the Association must be kept in the Treasurer's custody or under the Treasurer's control in accordance with clause 17.
- (3) Subrules (1) and (2) have effect except as otherwise decided by the Board.
- (4) The books of the Association must be retained for at least 7 years.

#### 56. Record of office holders

The record of Directors and other persons authorised to act on behalf of the Association that is required to be maintained under section 58(2) of the Act must be kept in the Secretary's custody or under the Secretary's control.

#### 57. Inspection of records and documents

- (1) Subrule (2) applies to a member who wants to inspect:
  - (a) the register of members under section 54(1) of the Act;
  - (b) the record of the names and addresses of Directors and other persons authorised to act on behalf of the Association, under section 58(2) of the Act; or
  - (c) any other record or document of the association.
- (2) The member must contact the Secretary to make the necessary arrangements for the inspection.
- (3) The inspection must be free of charge.
- (4) If the member wants to inspect a document that records the minutes of a Board meeting, the right to inspect that document is subject to any decision the Board has made about minutes of Board meetings generally, or the minutes of a specific Board meeting, being available for inspection by members.
- (5) The member may make a copy of or take an extract from a record or document referred to in subrule (1)(c) but does not have a right to remove the record or document for that purpose.
- (6) The member must not use or disclose information in a record or document referred to in subrule (1)(c) except for a purpose:
  - (a) that is directly connected with the affairs of the Association; or
  - (b) that is related to complying with a requirement of the Act.
- (7) The Board may adopt policies to protect confidential, personal and commercially sensitive information in books, records, registers, minutes and documents that limit the access of members and other persons to those books, records, registers, minutes and documents.

#### 58. Distribution of surplus property on cancellation of incorporation or winding up

- (1) In this rule:

**surplus property**, in relation to the Association, means property remaining after satisfaction of:



- (a) the debts and liabilities of the Association; and
- (b) the costs, charges and expenses of winding up or cancelling the incorporation of the Association,

but does not include books relating to the management of the Association.

- (2) On the cancellation of the incorporation or the winding up of the Association, its surplus property must be distributed as determined by special resolution to an entity that:

- (a) has objectives and activities similar to those of the Association; and
- (b) satisfies section 24(1) of the Act;

#### 59. Alteration of rules

- (1) These rules may be altered or rescinded by a special resolution passed at a general meeting and by otherwise complying with Part 3 Division 2 of the Act.
- (2) Any such alteration or rescission shall not become effective until the written consent of the City to the proposed alteration or rescission is obtained.
- (3) The consent of the City may be obtained before or after the alteration or rescission has been put to a general meeting.



**13.3 AUDIT COMMITTEE MINUTES AND ANNUAL FINANCIAL REPORT 2017/2018**

**TRIM Ref:** D18/179075

**Author:** Meluka Bancroft, A/Manager Governance and Risk

**Authoriser:** David MacLennan, Chief Executive Officer

**Attachments:**

1.  **Unconfirmed Minutes of the Audit Committee Meeting - 30 October 2018** [↓](#)
2. **Annual Financial Report (audited) for year ended 30 June 2018** [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **RECEIVES** the unconfirmed Minutes of the Audit Committee meeting held on 30 October 2018, as shown in Attachment 1;
2. **ACCEPTS** the Annual Financial Report for the City of Vincent for the year ended 30 June 2018 and the associated Auditor's Report, as shown in Attachment 2.

**PURPOSE OF REPORT:**

To receive the unconfirmed Minutes of the Audit Committee meeting held on 30 October 2018 and consider the Audit Committee's recommendation to Council to adopt the City's Annual Financial Report for the year ended 30 June 2018.

**BACKGROUND:**

The *Local Government Act 1995* (the Act) requires local governments to prepare an Annual Financial Report (Report) on its operations for the preceding financial year by 30 September and submit the Report to its Auditor.

The City submitted the draft Report to its Auditor, Moore Stephens, prior to 30 September 2018, although adjustments were required following that date and in consultation with the Auditor. A meeting of the City's Audit Committee was held on 30 October 2018, where the final draft Report was considered. A copy of the Unconfirmed Minutes of the Audit Committee meeting is included as **Attachment 1**. Subsequent to the Audit Committee Meeting the Report was signed off by the Auditor. There was only one change made to the draft Report provided at the Audit Committee meeting, which was to Note 16. A copy of the audited Report was circulated to the Audit Committee members on 15 November 2018, and is attached at **Attachment 2**.

**DETAILS:****Annual Financial Report for the year ended 30 June 2018:**

Item 5.1 on the Audit Committee agenda dealt with the audit of the 2017/2018 Annual Financial Report.

The audited Annual Financial Report will be included in the City's Annual Report, in accordance with section 5.53 of the Act. Administration recommends that the Annual Report is adopted by Council. Once adopted, the Annual Report will be presented at the Annual General Meeting of Electors, scheduled for 29 January 2019.

A copy of the Annual Financial Report will also be submitted to the Director General of the Department of Local Government, Sport and Cultural Industries in accordance with regulation 51(2) of the *Local Government (Financial Management) Regulations 1996*.

**CONSULTATION/ADVERTISING:**

There is no legislative requirement to consult on the preparation of the Annual Financial Report. The Act requires an Annual General Meeting of Electors to be held and the City's Annual Report incorporating the

Annual Financial Report (or at a minimum, the abridged version) to be made available publicly. The full Annual Financial Report will also be publicly available.

The Annual Financial Report will be available on the City's website, with a limited number of printed, bound colour copies being made available for viewing at the Library and Local History Centre and the City's Customer Service Centre.

#### **LEGAL/POLICY:**

Section 5.53 of the *Local Government Act 1995* states:

##### ***"5.53 Annual Reports***

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain:*
  - (f) *the financial report for the financial year;"*

Section 6.4 of the *Local Government Act 1995* states:

##### ***"6.4 Financial Report***

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to –*
  - (a) *Be prepared and presented in the manner and form prescribed; and*
  - (b) *Contain the prescribed information.*
- (3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its Auditor –*
  - (a) *The accounts of the local government, balanced up to the last day of the preceding financial year; and*
  - (b) *The annual financial report of the local government for the preceding financial year."*

**Regulation 51(2) of the *Local Government (Financial Management) Regulations 1996* states:**

*"A copy of the annual financial report of a local government is to be submitted to the Executive Director within 30 days of the receipt by the CEO of the Auditor's Report on that financial report."*

***Local Government (Audit) Regulations 1996* prescribes the procedures and form of the audit, including:**

##### ***"10. Report by auditor***

- (1) *An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.*
- (2) *The report is to give the auditor's opinion on —*
  - (a) *the financial position of the local government; and*
  - (b) *the results of the operations of the local government.*
- (3) *The report is to include —*
  - (a) *any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and*
  - (b) *any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and*
  - (c) *details of whether information and explanations were obtained by the auditor; and*
  - (d) *a report on the conduct of the audit; and*

- (e) *the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —*
- (i) *the asset consumption ratio; and*
  - (ii) *the asset renewal funding ratio.*

- (4) *Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report."*

The persons specified in section 7.9(1) of the Act are:

- The mayor or president; and
- The CEO of the local government; and
- The Minister.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Adopting the 2017/18 Annual Financial Report is in compliance with the Act.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

*"Innovative and Accountable*

- *Our resources and assets are planned and managed in an efficient and sustainable manner*
- *Our community is aware of what we are doing and how we are meeting our goals*
- *We are open and accountable to an engaged community"*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

The costs of the external audit are approved as part of the 2018/2019 budget.

**COMMENTS:**

Nil.



**CITY OF VINCENT**

# **MINUTES**

**Audit Committee**

**30 October 2018**



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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

MINUTES OF CITY OF VINCENT  
AUDIT COMMITTEE  
HELD AT THE COMMITTEE ROOM, ADMINISTRATION AND CIVIC CENTRE  
244 VINCENT STREET, LEEDERVILLE  
ON TUESDAY, 30 OCTOBER 2018 AT 1.00PM

PRESENT:	Cr Dan Loden (Chair) Mayor Emma Cole Cr Susan Gontaszewski Cr Joshua Topelberg	Presiding Member
IN ATTENDANCE:	David MacLennan Kerryn Batten Vanisha Govender Natasha Brooks Greg Godwin	CEO Director Corporate Services Manager Finance Governance and Council Support Officer Partner, Moore Stephens

## 1 INTRODUCTION AND WELCOME

The Presiding Member, Dan Loden, declared the meeting open at 1.04pm and read the following Acknowledgement of Country statement:

"Today we meet on the lands of the Nyoongar people and we honour them as the traditional custodians of this land".

## 2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Conley Manifis  
Elizabeth Hunt  
Meluka Bancroft (A/Manager Governance and Risk)

## 3 DECLARATIONS OF INTEREST

Nil

## 4 CONFIRMATION OF MINUTES

### COMMITTEE DECISION

Moved: Mayor Cole, Seconded: Cr Gontaszewski

That the minutes of the Audit Committee held on 19 September 2018 be confirmed.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

**5 BUSINESS ARISING****5.1 AUDITED FINANCIAL STATEMENTS AND MANAGEMENT LETTER**

TRIM Ref: D18/160947

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerryn Batten, Director Corporate Services

Attachments: 1. Independent Auditor's Report [↓](#)   
2. Annual Financial Statements 2018 [↓](#)   
3. 2018 Management Report [↓](#) 

**RECOMMENDATION:**

That the Audit Committee:

1. RECEIVES the Independent Auditor's Report (final draft, unsigned) and Management Report prepared by the City's auditor, Moore Stephens Chartered Accountants, on the audit for the year ending 30 June 2018 as detailed in Attachments 1 and 3;
2. RECEIVES the Annual Financial Report (final draft from auditor) for the year ended 30 June 2018 as shown in Attachment 2; and
3. RECOMMENDS to Council the adoption of the Audited Annual Financial Report for the year ended 30 June 2018.

**MOTION**

That the recommendation be adopted.

**COMMITTEE DECISION ITEM 5.1****Moved:** Cr Topelberg, **Seconded:** Cr Gontaszewski**CARRIED UNANIMOUSLY (4-0)**

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

**INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT****Opinion**

We have audited the accompanying financial report of the City of Vincent (the City), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the City of Vincent:

- a) is based on proper accounts and reports; and
- b) fairly represents, in all material respects, the results of the operations of the City for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Emphasis of Matter – Basis of Preparation**

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the City's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

**Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the City is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)

*Auditor's Responsibilities for the Audit of the Financial Report*

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit



INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)

*REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS*

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

*Matters Relating to the Electronic Publication of the Audited Financial Report*

This auditor's report relates to the annual financial report of the City of Vincent for the year ended 30 June 2018 included on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

MOORE STEPHENS  
CHARTERED ACCOUNTANTS

Date: 29th October 2018  
Perth, WA

GREG GODWIN  
PARTNER

CITY OF VINCENT  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

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**CITY'S VISION**

*A sustainable and caring community built with vibrance and diversity.*

**Principal place of business:**

244 Vincent Street (cnr Loftus Street)  
Leederville, Western Australia, 6007



## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30TH JUNE 2018

		2018	2018	2017
	NOTE	Actual	Adopted Budget	Actual
		\$	\$	\$
<b>Revenue</b>				
Rates	23(a)	33,377,748	32,939,532	31,234,580
Operating grants, subsidies and contributions	2(a)	2,217,799	815,585	1,990,993
Fees and charges	2(a)	18,873,789	18,888,300	18,382,601
Interest earnings	2(a)	1,028,880	958,080	959,203
Other revenue	2(a)	1,429,638	1,323,155	1,324,228
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>				
Employee costs		(23,248,963)	(25,939,930)	(21,835,574)
Materials and contracts		(17,274,514)	(17,749,340)	(15,829,592)
Utility charges		(1,933,363)	(1,955,570)	(1,808,666)
Depreciation on non-current assets	10(c)	(10,386,679)	(9,663,980)	(9,094,953)
Interest expenses	2(b)	(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(874,147)
Other expenditure		(2,974,253)	173,780	(2,573,538)
		(57,644,782)	(57,020,430)	(53,062,010)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on asset disposals	10(a)	150,369	411,373	176,760
(Loss) on asset disposals	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in Joint Ventures	19(b)	325,217	0	23,213
Change in Equity WALGA Local Govt House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
<b>Net result</b>		<b>(842,786)</b>	<b>1,007,939</b>	<b>3,821,308</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		<b>56,913,164</b>	<b>0</b>	<b>84,356,588</b>
<b>Total comprehensive income</b>		<b>56,070,378</b>	<b>1,007,939</b>	<b>88,177,896</b>

This statement is to be read in conjunction with the accompanying notes.

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30TH JUNE 2018

		2018	2018	2017
	NOTE	Actual	Adopted Budget	Actual
		\$	\$	\$
<b>Revenue</b>	2(a)			
Governance		149,708	65,140	83,551
General purpose funding		36,006,200	34,855,507	34,321,084
Law, order, public safety		144,537	170,570	156,220
Health		388,317	330,940	358,175
Education and welfare		171,871	216,015	263,369
Community amenities		1,863,747	1,061,490	1,015,416
Recreation and culture		9,704,051	10,022,410	9,610,928
Transport		7,972,877	7,767,140	7,568,368
Economic services		249,966	241,410	240,742
Other property and services		276,580	194,030	273,752
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>	2(a)			
Governance		(3,787,874)	(3,601,990)	(3,218,529)
General purpose funding		(872,245)	(803,155)	(656,733)
Law, order, public safety		(1,301,976)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,153,655)
Education and welfare		(1,470,827)	(1,317,045)	(1,137,051)
Community amenities		(11,048,332)	(11,376,900)	(10,144,593)
Recreation and culture		(21,746,775)	(21,470,245)	(20,340,579)
Transport		(12,724,693)	(12,310,410)	(11,613,576)
Economic services		(714,969)	(783,355)	(681,758)
Other property and services		(1,781,013)	(1,760,965)	(1,812,486)
		(56,647,681)	(56,024,800)	(52,016,470)
<b>Finance Costs</b>	2(a)			
Recreation and culture		(997,101)	(995,630)	(1,045,540)
		(997,101)	(995,630)	(1,045,540)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on disposal of assets	10(a)	150,369	411,373	176,760
(Loss) on disposal of assets	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in joint ventures	19(b)	325,217	0	23,213
Change in Equity - WALGA LG House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
		(125,858)	3,103,717	2,991,713
<b>Net result</b>		(842,786)	1,007,939	3,821,308
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		56,913,164	0	84,356,588
<b>Total comprehensive income</b>		56,070,378	1,007,939	88,177,896

This statement is to be read in conjunction with the accompanying notes.

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2018

	NOTE	2018	2017	Re-stated 1 July 2016
		\$		\$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3	20,866,019	17,424,002	16,499,516
Investments	4	11,000	0	0
Trade and other receivables	6	3,139,455	4,966,846	3,871,348
Inventories	7	184,342	181,244	170,061
<b>TOTAL CURRENT ASSETS</b>		<b>24,200,816</b>	<b>22,572,092</b>	<b>20,540,925</b>
<b>NON-CURRENT ASSETS</b>				
Other receivables	6	1,197,431	119,936	165,336
Land Held for Development	7	105,822	105,822	108,145
Investments	4	30,933	41,952	42,635
Interests in joint ventures	19	9,469,902	8,928,947	9,520,230
Property, plant and equipment	8	296,124,172	299,304,697	214,938,377
Infrastructure	9	179,727,045	125,387,784	125,233,757
<b>TOTAL NON-CURRENT ASSETS</b>		<b>486,655,305</b>	<b>433,889,138</b>	<b>350,008,480</b>
<b>TOTAL ASSETS</b>		<b>510,856,121</b>	<b>456,461,230</b>	<b>370,549,405</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	12	4,332,746	5,102,188	6,812,943
Current portion of long term borrowings	13	948,227	881,398	818,840
Provisions	14	3,367,101	3,486,758	3,255,342
<b>TOTAL CURRENT LIABILITIES</b>		<b>8,648,074</b>	<b>9,470,344</b>	<b>10,887,125</b>
<b>NON-CURRENT LIABILITIES</b>				
Long term borrowings	13	13,948,356	14,896,584	15,777,982
Provisions	14	429,113	334,102	301,994
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>14,377,469</b>	<b>15,230,686</b>	<b>16,079,976</b>
<b>TOTAL LIABILITIES</b>		<b>23,025,543</b>	<b>24,701,030</b>	<b>26,967,101</b>
<b>NET ASSETS</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>
<b>EQUITY</b>				
Retained surplus		124,871,424	128,238,061	127,103,457
Reserves - cash backed	5	11,431,970	8,908,119	6,221,415
Revaluation surplus	11	351,527,184	294,614,020	210,257,432
<b>TOTAL EQUITY</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>

This statement is to be read in conjunction with the accompanying notes.

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE	RETAINED SURPLUS	RESERVES		TOTAL EQUITY
		CASH/INVESTMENT BACKED	REVALUATION SURPLUS	
	\$	\$	\$	\$
<b>Balance as at 1 July 2016</b>	<b>130,693,260</b>	<b>6,221,415</b>	<b>210,510,558</b>	<b>347,425,233</b>
Correction of Errors	(3,589,803)	0	(253,126)	<b>(3,842,929)</b>
Re-stated Balance	127,103,457	6,221,415	210,257,432	343,582,304
Comprehensive income				
Net result	3,821,308	0	0	3,821,308
Changes on revaluation of assets	11 0	0	84,356,588	84,356,588
Total comprehensive income	3,821,308	0	84,356,588	88,177,896
Transfers from/(to) reserves	(2,686,704)	2,686,704	0	0
<b>Balance as at 30 June 2017</b>	<b>128,238,061</b>	<b>8,908,119</b>	<b>294,614,020</b>	<b>431,760,200</b>
Comprehensive income				
Net result	(842,786)	0	0	(842,786)
Changes on revaluation of assets	11 0	0	56,913,164	56,913,164
Total comprehensive income	(842,786)	0	56,913,164	56,070,378
Transfers from/(to) reserves	(2,523,851)	2,523,851	0	0
<b>Balance as at 30 June 2018</b>	<b>124,871,424</b>	<b>11,431,970</b>	<b>351,527,184</b>	<b>487,830,578</b>

This statement is to be read in conjunction with the accompanying notes.

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2018

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		33,096,764	32,939,532	31,333,379
Operating grants, subsidies and contributions		3,141,991	815,585	2,057,043
Fees and charges		18,873,789	19,052,698	18,178,191
Interest earnings		1,028,880	958,080	959,203
Goods and services tax		1,355,982	1,412,491	1,396,122
Other revenue		1,429,638	1,323,155	1,429,024
		58,927,044	56,501,541	55,352,962
<b>Payments</b>				
Employee costs		(23,423,727)	(25,831,720)	(24,502,452)
Materials and contracts		(17,896,936)	(17,693,097)	(19,373,111)
Utility charges		(1,933,363)	(1,955,570)	(2,054,392)
Interest expenses		(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(992,908)
Goods and services tax		(1,249,296)	(1,412,491)	0
Other expenditure		(2,812,744)	173,780	(94,776)
		(49,143,076)	(48,604,488)	(48,063,179)
<b>Net cash provided by (used in) operating activities</b>	15	9,783,968	7,897,053	7,289,783
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(2,869,513)	(5,052,819)	(4,981,769)
Payments for construction of infrastructure		(5,861,319)	(8,358,501)	(4,554,169)
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,548,355
Proceeds from sale of fixed assets		326,311	537,833	351,910
Proceeds from Joint Ventures		333,333	0	916,666
<b>Net cash provided by (used in) investment activities</b>		(5,460,553)	(10,181,143)	(5,719,007)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of long term borrowings		(881,398)	(881,398)	(818,840)
Change in Bonds & Deposits		0	0	172,550
<b>Net cash provided by (used in) financing activities</b>		(881,398)	(881,398)	(646,290)
<b>Net increase (decrease) in cash held</b>		3,442,017	(3,165,488)	924,486
Cash at beginning of year		17,424,002	18,811,088	16,499,516
<b>Cash and cash equivalents at the end of the year</b>	3	20,866,019	15,645,600	17,424,002

This statement is to be read in conjunction with the accompanying notes.

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2018

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)		4,475,025	4,035,268	4,251,223
		4,475,025	4,035,268	4,251,223
<b>Revenue from operating activities (excluding rates)</b>				
Governance		149,708	65,140	97,235
General purpose funding		2,628,452	1,915,975	3,086,504
Law, order, public safety		166,875	187,510	164,505
Health		388,316	330,940	363,427
Education and welfare		171,870	216,015	263,369
Community amenities		1,881,133	1,074,130	1,025,597
Recreation and culture		9,724,879	10,027,350	9,646,307
Transport		7,973,016	7,767,140	7,568,368
Economic services		249,966	241,410	250,640
Other property and services		1,197,889	570,883	636,834
		24,532,104	22,396,493	23,102,786
<b>Expenditure from operating activities</b>				
Governance		(3,787,874)	(3,601,990)	(3,217,846)
General purpose funding		(872,264)	(803,155)	(656,733)
Law, order, public safety		(1,306,516)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,154,158)
Education and welfare		(1,470,828)	(1,317,045)	(1,137,051)
Community amenities		(11,052,398)	(11,376,900)	(10,144,593)
Recreation and culture		(22,777,931)	(22,465,875)	(21,386,119)
Transport		(12,733,106)	(12,310,410)	(11,627,868)
Economic services		(751,499)	(783,355)	(681,758)
Other property and services		(1,795,137)	(1,760,965)	(1,845,708)
		(57,746,530)	(57,020,430)	(53,109,344)
<b>Net Operating excluding Rates</b>		(33,214,426)	(34,623,937)	(30,006,558)
<b>Operating activities excluded</b>				
(Profit) on disposal of assets	10(a)	(150,369)	(411,373)	(176,760)
Loss on disposal of assets	10(a)	10,466	0	48,016
Fixed assets written off	10(b)	91,264	0	0
Assets expensed during the year	8(b)	161,507	0	0
Movement in deferred pensioner rates (non-current)		(11,092)	0	45,401
Movement in employee benefit provisions (non-current)		95,011	0	32,109
Depreciation and amortisation on assets	10(c)	10,386,679	9,663,980	9,094,953
Equity in Local Government House in Trust		19	0	(683)
Movement in Joint Venture Operations		(325,217)	0	(23,213)
Profit/loss on Assets Held for Sale - TPRC Joint Venture		(506,411)	0	(245,788)
Restricted Unspent Grant		0	0	(600,000)
<b>Amount attributable to operating activities</b>		(18,987,543)	(21,336,062)	(17,581,300)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,594,651
Proceeds from disposal of assets	10(a)	326,311	204,500	351,910
Proceeds from Joint Ventures		333,333	333,333	916,666
Purchase of property, plant and equipment	8(b)	(2,869,513)	(5,052,819)	(4,981,769)
Purchase and construction of infrastructure	9(b)	(5,861,319)	(8,358,501)	(4,554,169)
<b>Amount attributable to investing activities</b>		(5,460,553)	(10,181,143)	(5,672,711)
<b>FINANCING ACTIVITIES</b>				
Repayment of long term borrowings	13(a)	(881,398)	(881,398)	(818,840)
Transfers to reserves (restricted assets)	5	(3,283,928)	(1,850,534)	(3,614,461)
Transfers from reserves (restricted assets)	5	760,077	1,309,605	927,757
<b>Amount attributable to financing activities</b>		(3,405,249)	(1,422,327)	(3,505,544)
<b>Surplus(deficiency) before general rates</b>		(27,853,345)	(32,939,532)	(26,759,555)
<b>Total amount raised from general rates</b>	23(a)	33,377,748	32,939,532	31,234,580
<b>Net current assets at June 30 c/fwd - surplus/(deficit)</b>	24	<b>5,524,402</b>	<b>0</b>	<b>4,475,025</b>

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

## CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

## THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

## THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 to these financial statements.

## AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

## Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.



## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES

## (a) Revenue

## Other revenue

Reimbursements and recoveries  
Other

	2018 Actual	2017 Actual
	\$	\$
Reimbursements and recoveries	1,301,106	1,165,477
Other	128,532	158,751
	1,429,638	1,324,228
<b>Fees and Charges</b>		
Governance	1,258	4,369
General purpose funding	396,191	368,382
Law, order, public safety	141,822	153,457
Health	376,667	341,554
Education and welfare	107,873	110,256
Community amenities	909,379	907,527
Recreation and culture	8,693,625	8,695,729
Transport	7,900,611	7,476,580
Economic services	245,503	234,508
Other property and services	100,860	90,239
	18,873,789	18,382,601

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

## (a) Revenue (Continued)

## Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

	2018	2017
	\$	\$
<b>Operating grants, subsidies and contributions</b>		
General purpose funding	1,097,546	1,678,835
Law, order, public safety	2,716	2,763
Health	1,636	2,056
Education and welfare	9,495	10,000
Community amenities	950,690	83,916
Recreation and culture	107,731	159,329
Transport	24,607	22,584
Economic services	644	1,259
Other property and services	22,734	30,251
	2,217,799	1,990,993
<b>Non-operating grants, subsidies and contributions</b>		
Law, order, public safety	137,830	113,384
Education and welfare	15,000	0
Recreation and culture	35,000	90,000
Transport	2,422,805	2,368,767
Other property and services	0	22,500
	2,610,635	2,594,651
<b>Total grants, subsidies and contributions</b>	<b>4,828,434</b>	<b>4,585,644</b>

## SIGNIFICANT ACCOUNTING POLICIES

## Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

## Grants, Donations and Other Contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 22.

That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

## Interest earnings

-Municipal funds  
- Reserve funds  
Other Interest note (23(b))

2018 Actual	2018 Budget	2017 Actual
\$	\$	\$
506,273	414,960	486,092
240,110	258,420	205,608
282,497	284,700	267,503
1,028,880	958,080	959,203

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

## (b) Expenses

	2018 Actual	2017 Actual
	\$	\$
<b>Auditors remuneration</b>		
- Audit of the Annual Financial Report	23,600	19,500
	23,600	19,500
<b>Interest expenses (finance costs)</b>		
Long term borrowings (refer Note 13(a))	997,101	1,045,540
	997,101	1,045,540
<b>Rental charges</b>		
- Operating leases	485,485	655,206
	485,485	655,206

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 3. CASH AND CASH EQUIVALENTS

	NOTE	2018 \$	2017 \$
Unrestricted		8,580,810	7,915,883
Restricted		12,285,209	9,508,119
		20,866,019	17,424,002
The following restrictions have been imposed by regulations or other externally imposed requirements:			
Administration Centre Reserve	5	363	10,587
Asset Sustainability Reserve	5	3,896,230	3,251,804
Beatty Park Leisure Centre Reserve	5	149,681	253,819
Capital Reserve	5	7,671	7,470
Cash In Lieu Parking Reserve	5	1,688,491	781,449
246 Vincent Street Building Reserve	5	536,594	527,031
Electronic Equipment Reserve	5	54,004	52,589
Hyde Park Lake Reserve	5	152,168	148,177
Land and Building Acquisition Reserve	5	284,213	276,761
Leederville Oval Reserve	5	222,530	216,694
Leederville Tennis Reserve	5	3,024	1,981
Loftus Community Centre Reserve	5	24,544	17,811
Loftus Recreation Centre Reserve	5	58,631	39,123
North Perth Tennis Reserve	5	47,925	42,049
Parking Facility and Equipment Reserve	5	100,899	98,182
Plant and Equipment Reserve	5	210,436	300,763
State Gymnastics Centre Reserve	5	83,757	96,639
Strategic Waste Management Reserve	5	21,402	20,842
Tamala Park Land Sales Reserve	5	3,478,572	2,022,698
Underground Power Reserve	5	200,690	195,426
Waste Management Plant and Equipment Reserve	5	210,145	546,224
Unspent grants	22	853,239	600,000
		12,285,209	9,508,119

## SIGNIFICANT ACCOUNTING POLICIES

## Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of

## Cash and cash equivalents (Continued)

cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 4. INVESTMENTS

	2018 \$	2017 \$
Current Asset		
Shares in unlisted corporation - North Perth Community Financial Services Ltd	11,000	0
Non Current Asset		
Investment in WALGA Local Government House Trust *	30,933	30,952
Shares in unlisted corporation - North Perth Community Financial Services Ltd	0	11,000
	30,933	41,952
<b>Financial assets at fair value through profit and loss</b>		
At the beginning of the year	41,952	42,635
At the end of the year	41,933	41,952

## \* Investment in WALGA Local Government House Trust

This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 2 of which are held by the City of Vincent.

The City first capitalised its share in the Local Government House Trust in 2015, with the current valuation based on the trust's 30 June 2017 audited financial statements.

## SIGNIFICANT ACCOUNTING POLICIES

## Classification and subsequent measurement

## (i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

## (ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the City has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

## (iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management.

They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

## Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

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**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**4. INVESTMENTS (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Impairment (Continued)**

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, (if any), between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the City no longer has any significant continual involvement in the risks and benefits associated with the asset.

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## 5. RESERVES - CASH BACKED

	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual	2018 Budget Opening Balance	2018 Budget Transfer to	2018 Budget Transfer (from)	2018 Budget Closing Balance	2017 Actual Opening Balance	2017 Actual Transfer to	2017 Actual Transfer (from)	2017 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Administration Centre Reserve	10,587	216	(10,440)	363	11,418	178	(10,440)	1,156	61,555	1,032	(52,000)	10,587
Asset Sustainability Reserve	3,251,804	644,426	0	3,896,230	3,246,209	93,035	0	3,339,244	1,720,356	1,531,448	0	3,251,804
Beatty Park Leisure Centre Reserve	253,819	7,062	(111,200)	149,681	252,933	4,741	(175,000)	82,674	214,164	309,118	(269,463)	253,819
Capital Reserve	7,470	201	0	7,671	8,264	237	0	8,501	99,262	2,207	(93,999)	7,470
Cash In Lieu Parking Reserve	781,449	994,091	(87,049)	1,688,491	782,114	80,767	(175,000)	687,881	648,657	167,956	(35,164)	781,449
246 Vincent Street Building Reserve	527,031	14,193	(4,630)	536,594	528,131	12,986	(150,000)	391,117	512,630	14,401	0	527,031
Electronic Equipment Reserve	52,589	1,415	0	54,004	52,666	1,509	0	54,175	51,171	1,418	0	52,589
Hyde Park Lake Reserve	148,177	3,991	0	152,168	148,486	4,256	0	152,742	144,127	4,050	0	148,177
Land and Building Acquisition Reserve	276,761	7,452	0	284,213	277,340	7,948	0	285,288	269,198	7,563	0	276,761
Leederville Oval Reserve	216,694	5,836	0	222,530	217,145	5,220	(70,000)	152,365	210,774	5,920	0	216,694
Leederville Tennis Reserve	1,981	1,043	0	3,024	1,976	1,041	0	3,017	975	1,006	0	1,981
Loftus Community Centre Reserve	17,811	6,733	0	24,544	17,899	6,751	0	24,650	20,946	6,717	(9,852)	17,811
Loftus Recreation Centre Reserve	39,123	58,883	(39,375)	58,631	39,329	58,441	(39,375)	58,395	26,544	57,579	(45,000)	39,123
North Perth Tennis Reserve	42,049	5,876	0	47,925	42,094	5,943	0	48,037	36,316	5,733	0	42,049
Parking Facility and Equipment Reserve	98,182	2,717	0	100,899	98,461	2,790	(2,250)	99,001	129,056	3,626	(34,500)	98,182
Plant and Equipment Reserve	300,763	6,673	(97,000)	210,436	303,210	4,541	(289,500)	18,251	398,316	9,447	(107,000)	300,763
State Gymnastics Centre Reserve	96,639	13,468	(26,350)	83,757	96,746	13,677	0	110,423	83,461	13,178	0	96,639
Strategic Waste Management Reserve	20,842	560	0	21,402	20,884	599	0	21,483	20,272	570	0	20,842
Tamala Park Land Sales Reserve	2,022,698	1,489,907	(34,033)	3,478,572	1,991,393	1,529,712	(48,040)	3,473,065	1,344,639	958,838	(280,779)	2,022,698
Underground Power Reserve	195,426	5,264	0	200,690	195,835	5,613	0	201,448	190,086	5,340	0	195,426
Waste Management Plant and Equipment Reserve	546,224	13,921	(350,000)	210,145	543,138	10,549	(350,000)	203,687	38,910	507,314	0	546,224
	8,908,119	3,283,928	(760,077)	11,431,970	8,875,671	1,850,534	(1,309,605)	9,416,600	6,221,415	3,614,461	(927,757)	8,908,119

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 5. RESERVES - CASH BACKED (CONTINUED)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Administration Centre Reserve	Ongoing	For providing for major renovation, maintenance, repairs and replacement of the fixtures and fittings associated with the City's Administration and Civic Centre.
Asset Sustainability Reserve	Ongoing	For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years.
Beatty Park Leisure Centre Reserve	Ongoing	For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings.
Capital Reserve	Ongoing	For future major capital works and projects.
Cash In Lieu Parking Reserve	Ongoing	This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1.
246 Vincent Street Building Reserve	Ongoing	For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land.
Electronic Equipment Reserve	Ongoing	For the replacement and major upgrade of electronic equipment including, but not limited to computer hardware and software, information technology and communication equipment.
Hyde Park Lake Reserve	Ongoing	For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.
Land and Building Acquisition Reserve	Ongoing	To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.
Leederville Oval Reserve	Ongoing	For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.
Leederville Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the water bore and/or pump at the Leederville tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Loftus Community Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Loftus Recreation Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
North Perth Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the North Perth tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Parking Facility and Equipment Reserve	Ongoing	This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works.
Plant and Equipment Reserve	Ongoing	For the purchase of replacement plant and equipment associated with City's works.
State Gymnastics Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Strategic Waste Management Reserve	Ongoing	Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).
Tamala Park Land Sales Reserve	Ongoing	For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City.
Underground Power Reserve	Ongoing	For the purpose of funding the City's contribution to approved underground power projects.
Waste Management Plant and Equipment Reserve	Ongoing	For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations.

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## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 6. TRADE AND OTHER RECEIVABLES

	2018	2017
	\$	\$
<b>Current</b>		
Rates outstanding	488,384	218,492
Sundry debtors	1,026,930	1,963,640
GST receivable	0	106,688
Infringement Debtor	1,375,633	2,312,448
Deposits and prepayments	248,508	365,578
	<u>3,139,455</u>	<u>4,966,846</u>
<b>Non-current</b>		
Rates outstanding - pensioners	131,028	119,936
Infringement debtors - non current	1,066,403	0
	<u>1,197,431</u>	<u>119,936</u>

The amount shown above as Rates Outstanding - Pensioners is deferred in accordance with the Rates and Charges (Rebate and Deferments) Act 1992.

**Rates outstanding**

Includes:

Past due and not impaired	488,384	218,492
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**Sundry debtors**

Includes:

Past due and not impaired	915,157	699,625
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**Infringement debtors**

Includes:

Past due and not impaired	2,635,641	2,312,448
Impaired	(286,620)	0
	<u>2,349,021</u>	<u>2,312,448</u>

**SIGNIFICANT ACCOUNTING POLICIES****Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**Classification and subsequent measurement**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 7. INVENTORIES

## Current

Depot  
Beatty Park Leisure Centre

## Non-current

Land held for development (TPRC)

2018	2017
\$	\$
93,652	117,950
90,690	63,294
184,342	181,244
105,822	105,822
105,822	105,822

## SIGNIFICANT ACCOUNTING POLICIES

## General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

## Land held for sale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

## Land held for sale (Continued)

Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on TPRC's intentions to release for sale.



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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 8 (a). PROPERTY, PLANT AND EQUIPMENT

	2018	2017
	\$	\$
Land and buildings		
Land - freehold land at:		
- Independent valuation 2017 - level 2	128,067,500	128,067,500
	128,067,500	128,067,500
Buildings at:		
- Independent valuation 2017 - level 2	2,888,800	2,888,800
- Independent valuation 2017 - level 3	150,420,000	150,420,000
- Management valuation 2017 - level 3	80,441,724	80,441,724
Additions after valuation - cost	1,125,880	0
Less: accumulated depreciation	(74,088,821)	(70,091,100)
	160,787,583	163,659,424
Total land and buildings	288,855,083	291,726,924
Furniture and equipment at:		
- Management valuation 2016	3,359,070	3,359,070
Additions after valuation - cost	1,043,652	919,581
Less: accumulated depreciation	(2,957,295)	(2,720,235)
	1,445,427	1,558,416
Plant and equipment at:		
- Management valuation 2016	9,009,619	9,009,619
Additions after valuation - cost	2,450,800	2,768,148
Less: accumulated depreciation	(6,362,801)	(6,219,777)
	5,097,618	5,557,990
PPE - Work in Progress at:		
Additions - cost	726,044	461,367
	726,044	461,367
Total property, plant and equipment	296,124,172	299,304,697

## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

## (b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Work in Progress - Buildings	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	41,915,327	12,930,000	54,845,327	154,162,683	209,008,010	812,334	4,207,550	910,483	214,938,377
Additions	0	0	0	1,152,873	1,152,873	919,581	2,768,148	141,167	4,981,769
Disposals	0	0	0	0	0	0	(223,166)	0	(223,166)
Revaluation increments/ (decrements) transferred to revaluation surplus	86,152,173	(12,930,000)	73,222,173	11,080,355	84,302,528	0	0	0	84,302,528
Depreciation expense	0	0	0	(3,326,771)	(3,326,771)	(218,833)	(1,149,207)	0	(4,694,811)
Transfers	0	0	0	590,284	590,284	45,334	(45,335)	(590,283)	0
Carrying amount at 30 June 2017	128,067,500	0	128,067,500	163,659,424	291,726,924	1,558,416	5,557,990	461,367	299,304,697
Additions	0	0	0	826,022	826,022	383,887	933,561	726,043	2,869,513
Disposals	0	0	0	0	0	(57,200)	(129,208)	0	(186,408)
Written off	0	0	0	0	0	(46,505)	(8,213)	0	(54,718)
Depreciation expense	0	0	0	(3,997,722)	(3,997,722)	(393,171)	(1,256,512)	0	(5,647,405)
Transfer to Expense	0	0	0	0	0	0	0	(161,507)	(161,507)
Transfers	0	0	0	299,859	299,859	0	0	(299,859)	0
Carrying amount at 30 June 2018	128,067,500	0	128,067,500	160,787,583	288,855,083	1,445,427	5,097,618	726,044	296,124,172

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## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

## (c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	2	Market Approach	Independent valuation	June 2017	Price per square metre
Buildings	2/3	Cost and Market Approach	Independent valuation	June 2017	Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount.
<b>Furniture and equipment</b>					
Furniture and equipment	2/3	Cost and Market Approach	Independent/ Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
<b>Plant and equipment</b>					
Plant & equipment	2/3	Cost and Market Approach	Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
Work in Progress - Buildings	3	Cost approach	At cost	June 2018	Construction costs and current condition - Level 3.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

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## AUDIT COMMITTEE MINUTES

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## 9 (a). INFRASTRUCTURE

	2018	2017
	\$	\$
Infrastructure - Roads		
- Management valuation 2018	140,971,626	0
- Management valuation 2015	0	105,955,896
Additions after valuation - cost	0	4,759,402
Less: accumulated depreciation	(31,100,566)	(54,345,367)
	109,871,060	56,369,931
Infrastructure - Foothpaths		
- Management valuation 2018	30,080,951	0
- Management valuation 2015	0	33,473,683
Additions after valuation - cost	0	3,135,267
Less: accumulated depreciation	(10,090,083)	(14,530,565)
	19,990,868	22,078,385
Infrastructure - Right of Way		
- Management valuation 2018	11,343,528	0
- Management valuation 2015	0	8,785,076
Additions after valuation - cost	0	462,029
Less: accumulated depreciation	(2,689,655)	(5,908,876)
	8,653,873	3,338,229
Infrastructure - Drainage		
- Management valuation 2018	28,902,658	0
- Management valuation 2015	0	27,737,396
Additions after valuation - cost	0	273,193
Less: accumulated depreciation	(11,627,322)	(10,795,451)
	17,275,336	17,215,138
Infrastructure - Park Development		
- Management valuation 2018	15,981,258	0
- Management valuation 2015	0	19,243,268
Additions after valuation - cost	0	1,624,261
Less: accumulated depreciation	(4,749,721)	(6,443,716)
	11,231,537	14,423,813
Infrastructure - Car Park Development		
- Management valuation 2018	8,097,013	0
- Management valuation 2015	0	7,778,628
Additions after valuation - cost	0	204,324
Less: accumulated depreciation	(4,654,634)	(2,982,210)
	3,442,379	5,000,742
Other Infrastructure Assets		
- Management valuation 2018	13,845,323	0
- Management valuation 2016	0	351,346
- Management valuation 2015	0	9,060,255
Additions after valuation - cost	0	1,261,402
Less: accumulated depreciation	(6,247,943)	(5,119,708)
	7,597,380	5,553,295
Infrastructure - Work in Progress		
Additions - cost	1,664,612	1,408,251
Less: accumulated depreciation	0	0
	1,664,612	1,408,251
<b>Total infrastructure</b>	<b>179,727,045</b>	<b>125,387,784</b>

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## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 9. INFRASTRUCTURE (CONTINUED)

## (b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Right of Way	Infrastructure - Drainage	Infrastructure - Park Development	Infrastructure - Car Park Development	Other Infrastructure Assets	Infrastructure - Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	56,203,636	21,141,747	3,243,331	17,307,777	14,920,062	5,084,840	5,382,918	1,949,447	125,233,758
Additions	1,356,079	1,060,478	225,028	138,112	587,827	83,961	449,546	653,138	4,554,169
Depreciation expense	(1,742,663)	(575,950)	(130,130)	(230,751)	(1,084,076)	(168,059)	(468,514)	0	(4,400,143)
Transfers	552,879	452,110	0	0	0	0	189,345	(1,194,334)	0
Carrying amount at 30 June 2017	56,369,931	22,078,385	3,338,229	17,215,138	14,423,813	5,000,742	5,553,295	1,408,251	125,387,784
Additions	1,969,411	523,831	292,966	310,365	598,826	210,318	290,990	1,664,612	5,861,319
Written off	0	0	0	0	(8,154)	(9,408)	(18,983)	0	(36,545)
Revaluation increments/ (decrements) transferred to revaluation surplus	53,097,326	(2,836,077)	5,142,685	(17,645)	(291,121)	(524,599)	2,255,755	0	56,826,324
Revaluation (loss)/ reversals transferred to profit or loss	0	0	0	0	(2,466,925)	(1,105,638)	0	0	(3,572,563)
Depreciation expense	(1,979,442)	(638,994)	(142,960)	(232,522)	(1,026,214)	(170,350)	(548,792)	0	(4,739,274)
Transfers	413,834	863,723	22,953	0	1,312	41,314	65,115	(1,408,251)	0
Carrying amount at 30 June 2018	109,871,060	19,990,868	8,653,873	17,275,336	11,231,537	3,442,379	7,597,380	1,664,612	179,727,045

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## 9. INFRASTRUCTURE (CONTINUED)

## (c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Foothpaths	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Right of Way	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Drainage	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Car Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Other Infrastructure Assets	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Work in Progress	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 3.
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.					

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 10. FIXED ASSETS

## SIGNIFICANT ACCOUNTING POLICIES

## Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between  
mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

## Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

## Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

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## 10. FIXED ASSETS (CONTINUED)

## (a) Disposals of Assets

The following assets were disposed of during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
<b>Plant and Equipment</b>	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety	39,370	57,166	22,337	(4,540)	35,560	52,500	16,940
Community amenities	20,105	37,491	17,386	0	34,360	47,000	12,640
Recreation and culture	76,431	95,574	20,828	(1,685)	17,560	22,500	4,940
Transport	0	138	138	0	0	0	0
Other property and services	50,502	135,942	89,681	(4,241)	38,980	82,500	43,520
	186,408	326,311	150,369	(10,466)	126,460	204,500	78,040

## (b) Fixed assets written off

The following assets were written off during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
<b>Plant and Equipment</b>	\$	\$	\$	\$	\$	\$	\$
Recreation and culture	8,383	0	0	(8,383)	0	0	0
Economic services	36,530	0	0	(36,530)	0	0	0
Other property and services	9,806	0	0	(9,806)	0	0	0
	54,719	0	0	(54,719)	0	0	0
<b>Infrastructure</b>							
Community amenities	4,065	0	0	(4,065)	0	0	0
Recreation and culture	23,989	0	0	(23,989)	0	0	0
Transport	8,413	0	0	(8,413)	0	0	0
Other property and services	78	0	0	(78)	0	0	0
	36,545	0	0	(36,545)	0	0	0
<b>Total written off</b>	91,264	0	0	(91,264)	0	0	0

## (c) Depreciation

	2018 \$	2017 \$
Buildings	3,997,722	3,326,771
Furniture and equipment	393,171	218,833
Plant and equipment	1,256,512	1,149,207
Infrastructure - Roads	1,979,442	1,742,663
Infrastructure - Footpaths	638,994	575,950
Infrastructure - Right of Way	142,960	130,130
Infrastructure - Drainage	232,522	230,751
Infrastructure - Park Development	1,026,214	1,084,076
Infrastructure - Car Park Development	170,350	168,059
Other Infrastructure Assets	548,792	468,514
	10,386,679	9,094,953

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## 10. FIXED ASSETS (CONTINUED)

## (c) Depreciation (Continued)

## SIGNIFICANT ACCOUNTING POLICIES

## Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

## Depreciation rates

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 75 years
Furniture and equipment	3 to 40 years
Plant and equipment	2.5 to 35 years
Sealed roads and streets	
Subgrade structure	1,000 to 10,000 years
Pavement structure	20 to 120 years
Surface structure	20 to 120 years
Footpaths	13 to 113 years
Surface water channels	50 years
Drainage systems	120 years
Car park infrastructure	
Car park pavement	100 to 999 years
Car park seal	30 to 50 years
Car park other infrastructure	20 to 60 years
Parks infrastructure	
Reticulation	20 years
Parks other infrastructure	3 to 80 years

## Depreciation (Continued)

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

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## 10. FIXED ASSET (CONTINUED)

## (d) Fair Value Measurement

The City measures the following assets and liabilities on a recurring basis:

- Financial Assets – Investments
- Land and Buildings
- Furniture and Equipment
- Plant and Equipment
- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The City does not measure any other assets and liabilities at fair value on a non-recurring basis.

The following table provides the fair values of the City's assets measured and recognised on a recurring basis after initial recognition and their categorisation within the fair value hierarchy:

## Recurring Fair Value Measurements

## Financial Assets 30 June 2018

	Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Investment	4	-	41,933	-	41,933

## Financial Assets 30 June 2017

	Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Investment	4	-	41,952	-	41,952

## Non-Financial Assets 30 June 2018

	Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	157,898,783	160,787,583
Plant and Equipment	8	-	-	5,097,618	5,097,618
Furniture and Equipment	8	-	-	1,445,427	1,445,427
Roads	9	-	-	109,871,060	109,871,060
Footpaths	9	-	-	19,990,868	19,990,868
Rights of Way	9	-	-	8,653,873	8,653,873
Drainage	9	-	-	17,275,336	17,275,336
Park Development	9	-	-	11,231,537	11,231,537
Car Park Development	9	-	-	3,442,379	3,442,379
Other Infrastructure	9	-	-	7,597,380	7,597,380
Work in Progress - PPE	8	-	-	726,044	726,044
Work in Progress - Infrastructure	9	-	-	1,664,612	1,664,612
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>130,956,300</b>	<b>344,894,917</b>	<b>475,851,217</b>

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## 10. FIXED ASSET (CONTINUED)

## (d) Fair Value Measurement (Continued)

## Non-Financial Assets 30 June 2017 - Re-stated

	Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	160,770,624	163,659,424
Plant and Equipment	8	-	5,508,449	49,541	5,557,990
Furniture and Equipment	8	-	142,960	1,415,456	1,558,416
Roads	9	-	-	56,369,931	56,369,931
Footpaths	9	-	-	22,078,385	22,078,385
Rights of Way	9	-	-	3,338,229	3,338,229
Drainage	9	-	-	17,215,138	17,215,138
Park Development	9	-	-	14,423,813	14,423,813
Car Park Development	9	-	-	5,000,742	5,000,742
Other Infrastructure	9	-	-	5,553,295	5,553,295
Work in Progress - PPE	8	-	-	461,367	461,367
Work in Progress - Infrastructure	9	-	-	1,408,251	1,408,251
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>136,607,709</b>	<b>288,084,772</b>	<b>424,692,481</b>

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## 10. FIXED ASSET (CONTINUED)

## (d) Fair Value Measurement (Continued)

## Valuation techniques and inputs used to derive fair values

## Recurring fair value measurements

## Land

The City's land was valued by independent valuers as at 30 June 2017. The valuation has been conducted in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment, as well as the Local Government Act 1995 and accompanying regulations. The valuation excludes any Assets held for sale, under construction or work in progress, finance costs, stock or inventory, goodwill and intellectual property.

Both improved and unimproved land have been valued in accord the prevailing zoning/reservation or likely zoning. In determining value, sales evidence of comparable property has been collated and analysed across the various localities within the City of Vincent and used to determine the value of the subject land.

With regard to land that is currently zoned Parks, Recreation and/or for Public Purpose, having a highly restricted use, it is difficult with any degree of confidence in applying the typical valuation method of direct comparable sales evidence consistent with the Level 2 input. These were subsequently valued at the Level 3 valuation input hierarchy by using the professional judgement of a Registered Valuer who investigated land value within a wider general area of the region where traditionally land values are at their lowest. The appropriate sales of this marginal land was then applied to the subject property after making due allowances for location, size and utility. This provided only a low level of comparability.

## Buildings

The Building asset class includes buildings owned by City of Vincent which have been measured at market value as at 30 June 2017. City's valuer has researched sales evidence across the relevant local markets. Value adjustments for considerations such as location, development potential, aspect, size and date of sale have been made to the most appropriate evidence to determine fair value.

The City's building & improvement assets such as the City's Depot, Community Halls and Club houses, Pavilion, etc. which are considered to be of a "specialised nature" (non – market type properties which are not readily traded in the market place) are valued in 2017 by professionally qualified Registered Valuers using the cost approach. This approach is commonly referred to as the depreciated replacement cost (DRC).

The "DRC" approach considers the cost (sourced from cost guides such as Rawlinsons, Cordell, professional quantity surveyors and recent construction costs for similar projects throughout Western Australia) to reproduce or replace similar assets with an asset in new condition, including allowance for installation, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence. The depreciation consists of a combination of unit rates based on square metres and quantification of the component parts of the asset (level 2 valuation inputs). Other inputs (i.e. remaining useful life, asset condition and utility) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, specialised building assets were classified as having been valued using Level 3 valuation inputs.

## Plant and Equipment

Plant and equipment were revalued in 2016 as part of the mandatory requirements embodied in Local Government (Financial Management) Regulation 17A. Whilst the additions since 1 July 2016 have been brought in the books at cost, given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered that the recorded written down values approximate fair values. Thus, the value of the class of assets in the City's books is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2), which requires these assets to be shown at fair value.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, model, year of manufacture and condition.

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**10. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement (Continued)****Valuation techniques and inputs used to derive fair values (continued)****Infrastructure Assets**

The infrastructure assets valuation was carried out by an independent valuer in 2018. The assets which were the focus of this project included the following:

- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The valuation was undertaken using the City's inventory data. The data for car parks and parks had recently been updated and are of a moderate to high confidence level. The inventory of drainage is of a low confidence level.

The valuation process has been performed in accordance with accepted accounting standards (e.g. AASB 116 and AASB 13) and other best practice asset and financial management guides (e.g. International Infrastructure Management Manual© and Australian Infrastructure Financial Management Guidelines©). All assets have been valued using unit rate costs, sourced from the City, local suppliers or the Rawlinsons Australian Construction Handbook.

**Disclosed Fair Value Measurements**

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair values are disclosed in the notes:

Description	Note	Fair Value Hierarchy Level	Valuation Technique(s)	Inputs Used
<b>Assets</b>				
Receivables - Infringements		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments
<b>Liabilities</b>				
Borrowings		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

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## 11. REVALUATION SURPLUS

	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	2018 Total Movement on Revaluation	2018 Closing Balance	2017 Opening Balance	2017 Revaluation (Decrement)	2017 Total Movement on Revaluation	2017 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	125,380,529	0	0	0	125,380,529	52,158,356	73,222,173	73,222,173	125,380,529
Revaluation surplus - Buildings	115,951,868	0	0	0	115,951,868	104,871,513	11,080,355	11,080,355	115,951,868
Revaluation surplus - Furniture and equipment	206,609	0	0	0	206,609	206,609	0	0	206,609
Revaluation surplus - Plant and equipment	2,113,335	0	0	0	2,113,335	2,113,335	0	0	2,113,335
Revaluation surplus - Joint Venture in Mindarie Regional Council	2,512,379	86,840	0	86,840	2,599,219	2,458,319	54,060	54,060	2,512,379
Revaluation surplus - Joint Venture in Tamala Park Regional Council	529	0	0	0	529	529	0	0	529
Revaluation surplus - Infrastructure - Roads	28,483,439	53,097,326	0	53,097,326	81,580,765	28,483,439	0	0	28,483,439
Revaluation surplus - Infrastructure - Foothpaths	15,706,778	0	(2,836,077)	(2,836,077)	12,870,701	15,706,778	0	0	15,706,778
Revaluation surplus - Infrastructure - Right of Way	0	5,142,685	0	5,142,685	5,142,685	0	0	0	0
Revaluation surplus - Infrastructure - Drainage	3,091,488	0	(17,645)	(17,645)	3,073,843	3,091,488	0	0	3,091,488
Revaluation surplus - Infrastructure - Park Development	291,121	0	(291,121)	(291,121)	0	291,121	0	0	291,121
Revaluation surplus - Infrastructure - Car Park Development	524,599	0	(524,599)	(524,599)	0	524,599	0	0	524,599
Revaluation surplus - Other Infrastructure Assets	351,346	2,255,755	0	2,255,755	2,607,101	351,346	0	0	351,346
	294,614,020	60,582,606	(3,669,442)	56,913,164	351,527,184	210,257,432	84,356,588	84,356,588	294,614,020

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

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## 12. TRADE AND OTHER PAYABLES

## Current

Sundry creditors  
Accrued expenses  
Contribution liabilities

2018	2017
\$	\$
2,772,939	2,485,690
1,061,017	899,211
498,790	1,717,287
4,332,746	5,102,188

## SIGNIFICANT ACCOUNTING POLICIES

## Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect

## Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



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## 13. INFORMATION ON BORROWINGS

## (a) Repayments - Borrowings

Particulars	Principal	Principal Repayments		Principal 30 June 2018		Interest Repayments	
	1 July 2017	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$
Recreation and culture							
Loan 2 246 Vincent Street DLGSC building	5,778,111	201,535	201,536	5,576,576	5,576,575	402,563	401,620
Loan 5 Loftus Centre Redevelopment	1,971,067	144,177	144,177	1,826,890	1,826,890	133,915	133,268
Loan 6 Underground Car Park Loftus Rec	1,254,662	223,795	223,796	1,030,866	1,030,866	51,852	51,852
Loan 10 Beatty Park Redevelopment	6,774,142	311,891	311,889	6,462,251	6,462,253	408,771	408,890
	15,777,982	881,398	881,398	14,896,583	14,896,584	997,101	995,630

All loan repayments were financed by general purpose revenue.

## Borrowings

	2018	2017
	\$	\$
Current	948,227	881,398
Non-current	13,948,356	14,896,584
	14,896,583	15,777,982

## (b) Undrawn Borrowing Facilities

## Credit Standby Arrangements

Credit card limit	50,000	50,000
Credit card balance at balance date	(7,417)	(4,548)
<b>Total amount of credit unused</b>	<b>42,583</b>	<b>45,452</b>

## Loan facilities

Loan facilities - current	948,227	881,398
Loan facilities - non-current	13,948,356	14,896,584
<b>Total facilities in use at balance date</b>	<b>14,896,583</b>	<b>15,777,982</b>

## Unused loan facilities at balance date

NIL NIL

## SIGNIFICANT ACCOUNTING POLICIES

## Financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

## Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

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## 14. PROVISIONS

	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
Opening balance at 1 July 2017			
Current provisions	1,772,315	1,714,443	3,486,758
Non-current provisions	0	334,102	334,102
	1,772,315	2,048,545	3,820,860
Additional provision	(69,069)	44,423	(24,646)
Balance at 30 June 2018	1,703,246	2,092,968	3,796,214
Comprises			
Current	1,703,246	1,663,855	3,367,101
Non-current	0	429,113	429,113
	1,703,246	2,092,968	3,796,214

## SIGNIFICANT ACCOUNTING POLICIES

## Employee benefits

## Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

## Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)  
rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

## Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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## 15. NOTES TO THE STATEMENT OF CASH FLOWS

## Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
<b>Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	(842,786)	1,007,939	3,821,308
Non-cash flows in Net result:			
Depreciation	10,386,679	9,663,980	9,094,953
(Profit)/Loss on Sale of Asset	(139,903)	(411,373)	(128,744)
Assets expensed during the year	161,507	0	0
Fixed assets written off	91,264	0	0
Net Share of Interests in Joint Ventures	(325,217)	0	(23,213)
Change in Equity WALGA Local Govt House Trust	19	0	683
Profit on Assets Held for Sale (TPRC)	(462,233)	0	(245,788)
Loss on revaluation of fixed assets	3,572,563	0	0
Changes in assets and liabilities:			
Increase/(Decrease) in Provisions	(24,646)	0	263,524
Increase/(Decrease) in Income in Advance	0	0	(732,601)
Increase/(Decrease) in Accrued Income	0	0	165,033
(Increase)/decrease in Receivables	749,896	164,398	(967,737)
(Increase)/Decrease in Inventories	(3,098)	(1,984)	(11,183)
(Increase)/Decrease in Prepayments	0	0	(231,024)
Increase/(decrease) in payables	(769,442)	166,437	(1,150,703)
GST Movement	0	0	(16,370)
Grants contributions for the development of assets	(2,610,635)	(2,692,344)	(2,548,355)
Net cash from operating activities	9,783,968	7,897,053	7,289,783

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16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2018	2017
	\$	\$
Governance	21,964	6,449,832
General purpose funding	20,596,691	18,787,682
Law, order, public safety	5,672,456	2,565,028
Health	4,877,550	22,214,900
Education and welfare	18,711,660	19,062,798
Community amenities	4,537,149	3,087,346
Recreation and culture	236,304,551	222,781,658
Transport	198,803,651	140,613,980
Other property and services	21,374,627	20,898,006
	510,900,299	456,461,230

17. CONTINGENT LIABILITIES

**Mindarie Regional Council**

In line with other equity holders in the Mindarie Regional Council (MRC), the City of Vincent has guaranteed, proportionate to its equity share (1/12), the obligations of MRC to the contractor which built and is now operating the Neerabup Resource Recovery Facility. The financial guarantee is to provide comfort to the operator (and its financiers) by providing a direct contractual relationship between each member council and the operator.

The guarantee can be called upon in the event of a default event during the contractor's operation of the facility. The share of the liability that could be generated by the exercise of the guarantee is estimated at an amount between \$1.5 million and \$7.2 million depending on the time of any such default event. The guarantee expires on 15 July 2019.

## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 18. CAPITAL AND LEASING COMMITMENTS

## (a) Capital Expenditure Commitments

	2018	2017
	\$	\$
Contracted for:		
- capital expenditure projects	873,131	472,567
- plant & equipment purchases	192,551	157,235
Payable:		
- not later than one year	1,065,682	629,802

## (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

Payable:		
- not later than one year	131,347	282,638
- later than one year but not later than five years	43,272	194,011
	174,619	476,649

## SIGNIFICANT ACCOUNTING POLICIES

## Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

## Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.



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## 19. INTERESTS IN JOINT VENTURES

	2018	2017
	\$	\$
<b>(a) Non-current assets</b>		
Mindarie Regional Council	5,658,875	5,496,159
Tamala Park Regional Council	3,811,027	3,432,788
	<b>9,469,902</b>	<b>8,928,947</b>

**Mindarie Regional Council**

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The valuation as shown below is, at the time of preparation of these statements.

	2018	2017
	\$	\$
	<b>Audited</b>	<b>Unaudited</b>
Current Assets	2,837,000	2,431,812
Non-Current Assets	4,843,312	5,016,406
<b>Total Assets</b>	<b>7,680,312</b>	<b>7,448,218</b>
Current Liabilities	609,484	579,955
Non-Current Liabilities	1,411,953	1,372,104
<b>Total Liabilities</b>	<b>2,021,437</b>	<b>1,952,059</b>
<b>Net Assets</b>	<b>5,658,875</b>	<b>5,496,159</b>

**Tamala Park Regional Council**

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

	2018	2017
	\$	\$
	<b>Audited</b>	<b>Unaudited</b>
Current Assets	3,674,821	3,293,688
Non-Current Assets	160,810	162,490
<b>Total Assets</b>	<b>3,835,631</b>	<b>3,456,178</b>
Current Liabilities	24,175	23,174
Non-Current Liabilities	429	216
<b>Total Liabilities</b>	<b>24,604</b>	<b>23,390</b>
<b>Net Assets</b>	<b>3,811,027</b>	<b>3,432,788</b>
<b>Total Interest in Joint Ventures</b>	<b>9,469,902</b>	<b>8,928,947</b>

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## AUDIT COMMITTEE MINUTES

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## 19. INTERESTS IN JOINT VENTURES (CONTINUED)

## (b) Change in Equity

	Note	2018	2017
		\$	\$
<b>Investment in Mindarie Regional Council</b>			
Opening Balance (based on audited financials)		5,496,159	5,418,516
Changes on Revaluation of Non-Current Assets		86,837	54,060
Net Share of Interests in Mindarie Regional Council		75,879	23,583
<b>Closing Balance (based on audited financials)</b>		<b>5,658,875</b>	<b>5,496,159</b>
<b>Investment in Tamala Park Regional Council</b>			
Opening Balance (based on draft financials)		3,432,788	4,101,714
Proceeds from Sale of Land		1,836,294	1,661,093
Land Development Expenses		(1,374,060)	(1,412,983)
Net Share of Interests in Tamala Park Regional Council - Rates		0	0
		<b>462,234</b>	<b>248,110</b>
Proceeds Distribution		(333,333)	(916,666)
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>249,338</b>	<b>(370)</b>
<b>Closing Balance (Based on audited financials)</b>		<b>3,811,027</b>	<b>3,432,788</b>
Net Share of Interests in Mindarie Regional Council		75,879	23,583
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>325,217</b>	<b>23,213</b>
<b>Non Current Assets</b>			
Land Held for Development	7	105,822	105,822
Interest in TPRC Joint Venture		3,811,027	3,432,788
		<b>3,916,849</b>	<b>3,538,610</b>

## SIGNIFICANT ACCOUNTING POLICIES

## Interests in joint arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method.

## Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

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## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS

## Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
Meeting Fees	207,730	208,130	195,387
Mayor's allowance	62,727	62,730	58,247
Deputy Mayor's allowance	15,682	15,680	15,682
Travelling expenses	39	1,500	257
Telecommunications allowance	22,500	22,500	23,029
Stationery/Printing	2,196	3,000	2,833
Other Expenses	523	1,300	687
Child Care	5,012	3,000	1,826
	316,409	317,840	297,948

## Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

	2018	2017
	\$	\$
Short-term employee benefits	1,030,773	1,130,057
Post-employment benefits	101,596	138,825
Other long-term benefits	113,577	135,659
	1,245,946	1,404,541

*Short-term employee benefits*

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

*Post-employment benefits*

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

*Other long-term benefits*

These amounts represent long service benefits accruing during the year.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS (CONTINUED)

### Transactions with related parties

Transactions between related parties, and the City are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:

	2018	2017
	\$	\$
Sale of goods and services	59,155	58,748
Purchase of goods and services	2,407,557	2,367,378
<b>Joint venture entities:</b>		
Distributions received from joint venture entities	333,333	916,666
<b>Amounts outstanding from related parties:</b>		
Trade and other receivables	824	5,394
<b>Amounts payable to related parties:</b>		
Trade and other payables	27,613	58,371
Loans from associated entities	3,784	9,816

### Related Parties

#### The City's main related parties are as follows:

i. *Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. *Joint venture entities accounted for under the proportionate consolidation method*

The City has a one-twelfth interest Mindarie Regional Council and Tamala Park Regional Council. The interest in the joint venture entity is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture entities, refer to Note 19.

## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 21. MAJOR LAND TRANSACTIONS

Tamala Park Regional Council – Development of Catalina Estate

## (a) Details

The City is a participant (along with the Cities of Joondalup, Perth, Stirling, Wanneroo and the Towns of Cambridge and Victoria Park) in the operations of the Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop the Catalina Estate - approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City has a one twelfth (1/12) equity in the assets and liabilities of the development and the net proceeds of the land development; as well as a one twelfth (1/12) share in the asset of the lands held for development.

During the financial year ended 30 June 2018, the sale of 74 lots was settled. The City's share of the sale proceeds received by TPRC was \$1,836,293; and the City's share of the development and selling costs was \$1,374,060; resulting in a net gain on the disposal of the developed land as \$462,233. This note should also be read in conjunction with Note 19 Interests in Joint Ventures.

## (b) Current year transactions

	2018 Actual	2017 Actual
	\$	\$
<b>Operating income</b>		
- Profit on sale	333,333	916,666
<b>Capital income</b>		
- Proceeds from Sale of Land	1,502,961	744,427
<b>Capital expenditure</b>		
- Acquisition Cost of land Developed	(1,374,060)	(1,412,983)
- Land Development Costs	0	(2,322)
	(1,374,060)	(1,415,305)
<b>Profit/(Loss) on Sale of Land Assets (TPRC)</b>	462,233	245,788

## (c) Expected Future Cash Flows

	2019	2020	2021	2022	2023
<b>Cash outflows</b>					
- Development costs	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
<b>Cash inflows</b>					
- Sale proceeds	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
<b>Net cash flows</b>	1,107,902	1,789,730	2,980,944	3,218,837	2,885,350
	2024	2025	2026	2027	2028
	\$	\$	\$	\$	\$
<b>Cash outflows</b>					
- Development costs	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
<b>Cash inflows</b>					
- Sale proceeds	5,365,680	4,122,673	6,527,700	2,444,907	0
	5,365,680	4,122,673	6,527,700	2,444,907	0
<b>Net cash flows</b>	2,830,669	2,089,729	4,260,701	2,052,654	(78,775)

## (d) Assets and liabilities

## Land held for resale per Note 7

	2018	2017
	\$	\$
<b>Non-Current</b>		
Land held for resale - cost		
Cost of acquisition	150,000	105,822
	150,000	105,822

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance <sup>(1)</sup> 1/07/16	Closing Balance <sup>(1)</sup> 30/06/17	Received <sup>(2)</sup> 2017/18	Expended <sup>(3)</sup> 2017/18	Closing Balance 30/06/18
	\$	\$	\$	\$	\$
<b>Education and welfare</b>					
Share, Learn, Connect project	0	0	8,000	0	8,000
Dept of Communities	0	0	1,495	0	1,495
<b>Transport</b>					
Main Roads WA- Pedestrian crossing	600,000	600,000	0	0	600,000
Black Spot	0	0	16,000	0	16,000
North Perth Public Open Space	0	0	250,000	(22,256)	227,744
<b>Total</b>	600,000	600,000	275,495	(22,256)	853,239

## Notes:

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

## AUDIT COMMITTEE MINUTES

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## 23. RATING INFORMATION

## (a) Rates

RATE TYPE	Rate in \$	Number of Properties	Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>Differential general rate / general rate</b>											
<b>Gross rental valuations</b>											
Residential	6.2890	12,231	304,582,824	19,155,218	341,441	25,291	19,521,950	19,164,597	315,000	30,000	19,509,597
Other	6.4890	1,658	129,886,050	8,427,524	(229,372)	2,852	8,201,004	8,197,230	50,000	0	8,247,230
Vacant Other	12.2360	42	2,659,300	325,392	(24,369)	(1,708)	299,315	331,449	10,000	0	341,449
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		13,931	437,128,174	27,908,134	87,700	26,435	28,022,269	27,693,276	375,000	30,000	28,098,276
<b>Minimum payment</b>											
<b>Gross rental valuations</b>											
Residential	1,100	4,284	62,344,682	4,712,400	138,383	938	4,851,721	4,699,200	0	0	4,699,200
Other	1,100	129	1,423,005	141,900	(3,662)	337	138,575	136,400	0	0	136,400
Vacant Other	1,414	4	41,700	5,656	0	0	5,656	5,656	0	0	5,656
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		4,417	63,809,387	4,859,956	134,721	1,275	4,995,952	4,841,256	0	0	4,841,256
<b>Total</b>		18,348	500,937,561	32,768,090	222,421	27,710	33,018,221	32,534,532	375,000	30,000	32,939,532
Rates paid in advance							33,018,221				32,939,532
<b>Total amount raised from general rate</b>							359,527				0
							33,377,748				32,939,532

## SIGNIFICANT ACCOUNTING POLICIES

## Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

23. RATING INFORMATION (Continued)

(b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rate
		\$	%	%
<b>Option One</b>				
Single full payment	12-Sep-17	0.00	0.00%	0.00%
<b>Option Two</b>				
First instalment	12-Sep-17	0.00	0.00%	11.00%
Second instalment	06-Nov-17	13.00	5.50%	11.00%
Third instalment	08-Jan-18	13.00	5.50%	11.00%
Fourth instalment	06-Mar-18	13.00	5.50%	11.00%

	2018	2018 Budget
	\$	\$
Interest on unpaid rates	125,036	108,500
Interest on instalment plan	157,461	176,000
Interest on Cash in lieu plan	0	200
	282,497	284,700
Charges on instalment plan	5.50%	5.50%

## AUDIT COMMITTEE MINUTES

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FOR THE YEAR ENDED 30TH JUNE 2018

## 24 NET CURRENT ASSETS

Composition of net current assets for  
the purposes of the Rate Setting Statement

	2018 (30 June 2018 Carried Forward)	2018 (1 July 2017 Brought Forward)	2017 (30 June 2017 Carried Forward)
	\$	\$	\$
Surplus/(Deficit) 1 July 17 brought forward	5,524,402	4,475,025	4,475,025
<b>CURRENT ASSETS</b>			
Cash and cash equivalents			
Unrestricted	9,434,050	8,515,883	8,515,883
Restricted	11,431,969	8,908,119	8,908,119
Investments			
Shares in unlisted corporation - North Perth Community Financial Services Ltd	11,000	0	0
Receivables			
Rates outstanding	488,384	218,492	218,492
Sundry debtors	1,026,930	1,963,640	1,963,640
GST receivable	0	106,688	106,688
Infringement Debtor	1,375,633	2,312,448	2,312,448
Deposits and prepayments	248,508	365,577	365,577
Inventories			
Depot	93,652	117,950	117,950
Beatty Park Leisure Centre	90,690	63,294	63,294
<b>LESS: CURRENT LIABILITIES</b>			
Trade and other payables			
Sundry creditors	(3,105,237)	(2,667,871)	(2,667,871)
ATO liabilities	332,298	182,180	182,180
Accrued expenses	(1,061,017)	(899,211)	(899,211)
Contribution liabilities	(498,790)	(1,717,287)	(1,717,287)
Current portion of long term borrowings	(948,227)	(881,398)	(881,398)
Provisions			
Provision for annual leave	(1,703,246)	(1,772,315)	(1,772,315)
Provision for long service leave	(1,663,855)	(1,714,443)	(1,714,443)
<b>Unadjusted net current assets</b>	<b>15,552,742</b>	<b>13,101,746</b>	<b>13,101,746</b>
<b>Adjustments</b>			
Less: Reserves - restricted cash	(11,431,970)	(8,908,119)	(8,908,119)
Less: Restricted- Sundry Debtors( Non-Operating Grant)	(600,000)	(600,000)	(600,000)
Less: Shares transferred from non current asset	(11,000)	0	0
Add: Current portion of long term borrowings	948,227	881,398	881,398
Add: Infringement Debtors transferred to non current asset	1,066,403	0	0
<b>Adjusted net current assets - surplus/(deficit)</b>	<b>5,524,402</b>	<b>4,475,025</b>	<b>4,475,025</b>

**Difference**

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 25. FINANCIAL RISK MANAGEMENT

The City's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The City's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the City.

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance area under policies approved by the Council.

The City held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2018	2017	2018	2017
	\$	\$	\$	\$
<b>Financial assets</b>				
Cash and cash equivalents	20,866,019	17,424,002	20,866,019	17,424,002
Investments	41,933	41,952	41,933	41,952
Receivables - Other	1,894,850	2,774,334	1,894,850	2,774,334
Receivables - Infringements - non-current	2,442,036	2,312,448	2,385,820	2,312,448
	25,244,838	22,552,736	25,188,622	22,552,736
<b>Financial liabilities</b>				
Payables	4,332,746	5,102,188	4,332,746	5,102,188
Borrowings	14,896,583	15,777,982	16,551,945	12,991,089
	19,229,329	20,880,170	20,884,691	18,093,277

Fair value is determined as follows:

Cash and cash equivalents, receivables (other than infringements outstanding) and payables are estimated to be the carrying value - which approximates net market value.

Receivables - Infringements are valued using estimated future cash flows discounted by the current market interest rates applicable to assets with similar risk profiles.

Borrowings and held to maturity investments use estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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25. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

The City's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the City.

The City manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

	2018	2017
	\$	\$
Impact of a 1% <sup>(1)</sup> movement in price of investments		
- Equity	208,660	174,240
- Statement of Comprehensive Income	208,660	174,240

Notes:

<sup>(1)</sup> Sensitivity percentages based on management's expectation of future possible interest rate movements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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25. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the City's credit risk at balance date was:

	2018	2017
	%	%
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	11%	59%
- Overdue	89%	41%
Percentage of Infringement receivables		
- Current	0%	0%
- Overdue	100%	100%

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 25. FINANCIAL RISK MANAGEMENT (CONTINUED)

## (c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the City's Payables and Borrowings are set out in the Liquidity Table below:

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
<u>2018</u>	\$	\$	\$	\$	\$
Payables	4,332,746	0	0	4,332,746	4,332,746
Borrowings	1,891,770	10,346,328	7,077,582	19,315,680	14,896,583
	6,224,516	10,346,328	7,077,582	23,648,426	19,229,329
<u>2017</u>					
Payables	5,102,188	0	0	5,102,188	5,102,188
Borrowings	1,879,848	11,209,734	8,105,947	21,195,529	15,777,982
	6,982,036	11,209,734	8,105,947	26,297,717	20,880,170

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

<u>Year ended 30 June 2018</u>	<1 year	>1<2 years	>2<3 years	>3<4 years	>4<5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	\$	%
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	948,227	6,097,295	793,089	835,026	652,524	5,570,422	14,896,583	6.25%
Weighted average								
Effective interest rate	6.54%	5.49%	6.29%	6.36%	6.37%	6.42%		
<u>Year ended 30 June 2017</u>								
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	881,398	948,227	6,097,294	793,089	835,026	6,222,948	15,777,982	6.30%
Weighted average								
Effective interest rate	6.51%	6.54%	5.49%	6.29%	6.36%	6.41%		

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 26. TRUST FUNDS

Funds held at balance date over which the City has no control  
and which are not included in the financial statements are as follows:

	1 July 2017	Amounts Received	Amounts Paid	30 June 2018
	\$	\$	\$	\$
BeattyPark Bonds	250	0	0	250
Ground Bonds	16,230	31,160	(28,040)	19,350
Hall Deposits	69,406	114,720	(135,719)	48,407
Key Deposits	17,340	250	(6,650)	10,940
Leederville Gardens Inc Trust	5,187,033	962,504	(822,565)	5,326,972
Works Bonds - City of Vincent	1,745,641	898,893	(935,682)	1,708,852
Works Bonds - City of Perth	0	560	(560)	0
Unclaimed Monies	177,656	2,804	(21,398)	159,062
Planning Application Bonds	39,200	520	(2,520)	37,200
	7,252,756	2,011,411	(1,953,134)	7,311,033

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

Management's assessment of the new and amended pronouncements that are relevant to the City, applicable to future reporting periods and which have not yet been adopted are set out as follows:

Title	Issued / Compiled	Applicable (1)	Impact
(i) AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the City, it is not anticipated the Standard will have any material effect.
(ii) AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2019	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend on the nature of future transactions the City has with those third parties it has dealings with. It may or may not be significant.</p>
(iii) AASB 16 Leases	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the City, the impact is not expected to be significant.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (CONTINUED)

	Title	Issued / Compiled	Applicable (1)	Impact
(iv)	AASB 1058 Income of Not-for-Profit Entities	December 2016	1 January 2019	<p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> <li>- Assets received below fair value;</li> <li>- Transfers received to acquire or construct non-financial assets;</li> <li>- Grants received;</li> <li>- Prepaid rates;</li> <li>- Leases entered into at below market rates; and</li> <li>- Volunteer services.</li> </ul> <p>Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the City's operations.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

## Adoption of New and Revised Accounting Standards

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

(i)	AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities	1 January 2017
(ii)	AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities	1 January 2017

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## AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 28. OTHER SIGNIFICANT ACCOUNTING POLICIES

## a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

## b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

## c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

## d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

## e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

## f) Superannuation

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

## g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

## h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

## Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

## Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

## Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

## Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

## Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

## Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

## Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

## i) Impairment of assets

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 29. ACTIVITIES/PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/ programs.

**Governance**

This schedule details costs and revenues associated with Governance of the City. These include Members of Council and other costs involved in supporting members and governing the City.

**General Purpose Funding**

This schedule records details of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

**Law, Order and Public Safety**

This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.

**Health**

This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

**Education and Welfare**

The major costs in this program relate to staff involved in coordinating welfare, disability and youth services and donations to various community welfare groups serving the City. The costs of maintaining pre-school premises are also included.

**Community Amenities**

This program covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

**Recreation and Culture**

This program covers activities associated with public halls, recreation administration, sportsgrounds, parks and reserves. Beatty Park Leisure Centre, Vincent Library and cultural activities are included.

**Transport**

The principal operating areas here relate to maintenance of paths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

**Economic Services**

This program covers costs associated with building control and area promotion.

**Other Property and Services**

This program is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include general administration overheads, plant operation costs, insurance claims and properties held for civic purposes.

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## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 30. FINANCIAL RATIOS

	2018	2017	2016
Current ratio	1.38	1.38	1.32
Asset consumption ratio	0.76	0.75	0.77
Asset renewal funding ratio	0.81	N/A	N/A
Asset sustainability ratio	0.44	0.51	0.55
Debt service cover ratio	4.22	6.10	7.54
Operating surplus ratio	(0.06)	0.02	0.06
Own source revenue coverage ratio	0.95	0.99	1.04

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

31. PRIOR YEAR CORRECTIONS

Balances relating to the 2017 comparative year have been amended due to the correction of prior period balances. These amendments have been adjusted as shown below. In accordance with the requirements of AASB101, a Statement of Financial Position as at the beginning of the earliest comparative period has been included. Refer to the Statement of Financial Position column headed Restated 2016.

In June 2009 the City incorrectly capitalised expenditure of \$3,842,929 relating to the East Highgate Underground Power Project as an asset. As the project expenditure related to the upgrade of an asset held and controlled by Western Power rather than any City asset, the project expenditure should have been disclosed as an operating expense. The asset incorrectly recorded in the City's accounts was depreciated until 2011 when it was recognised that it was not a City asset and depreciation of the asset was ceased. The asset was not, however, removed from the City's financial accounts at that time.

The incorrectly recorded asset and accumulated depreciation have now been removed from the City's financial accounts with the following effects on the 2017 comparative values:

Changes to the Financial Statements	Original Balance \$	Adjustment Amount \$	Adjusted Balance \$
<b>Statement of Financial Position</b>			
Non Current Assets			
Infrastructure	129,230,713	(3,842,929)	125,387,784
<b>Equity</b>			
Retained Surplus	131,827,864	(3,589,803)	128,238,061
Revaluation Surplus	294,867,146	(253,126)	294,614,020
<b>Changes to the Notes to the Financial Report</b>			
	Original Balance \$	Adjustment Amount \$	Adjusted Balance \$
<b>Note 11 - Revaluation Surplus</b>			
Car Park Development	777,725	(253,126)	524,599
<b>Note 9 (a) - Infrastructure Assets</b>			
Car Park Development			
At Management Valuation 2015	11,621,556	(3,842,929)	7,778,627
At Cost	204,324	0	204,324
(Less Accumulated Depreciation)	(2,982,209)	0	(2,982,209)
	8,843,671	(3,842,929)	5,000,742
<b>Note 16 - Total Assets Classified by Function</b>			
Transport	144,456,909	(3,842,929)	140,613,980
<b>Note 10 - Fair Value Measurement</b>			
<b>Non Financial Assets</b>			
Car Park Development - Level 3	8,843,671	(3,842,929)	5,000,742



## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

29 October 2018

The Mayor  
City of Vincent  
244 Vincent Street  
LEEDERVILLE WA 6007

Dear Mayor Cole

**MANAGEMENT REPORT FOR THE YEAR ENDED 30 JUNE 2018**

We advise that we have completed our audit procedures for the year ended 30 June 2018.

We are required under the Local Government Audit Regulations to report certain compliance matters in our audit report. Other matters which arise during the course of our audit that we wish to bring to Council's attention are raised in this management report.

It should be appreciated that our audit procedures are designed primarily to enable us to form an opinion on the financial statements and therefore may not bring to light all weaknesses in systems and procedures which may exist. However, we aim to use our knowledge of the City's organisation, gained during our work to make comments and suggestions which, we hope, will be useful to you.

We noted the following matters we wish to draw to your attention:

**FIXED ASSET REGISTER****OBSERVATION**

As a result of the revaluation process a number of the non-current assets recorded in the City's asset register were identified as not actually being City assets. These have been corrected and documented accordingly in the Financial Report as at 30 June 2018.

**COMMENT**

To help ensure non-current assets are fairly stated in the Financial Report and asset management practices are improved, in addition to reconciling the Fixed Asset Register to the General Ledger, management should perform periodic physical inspections of all material assets and related documents to ensure existence and ownership of assets.

**EMPLOYEE ENTITLEMENTS****OBSERVATION**

We noted a significant current liability in relation to Annual leave and Long service leave employee entitlements as at 30 June 2018. The combined provisions amount to \$3,367,101 and included in the provisions are 54 employees who have accrued more than 6 weeks of annual leave and 8 employees who have accrued more than 13 weeks of long service leave.

**COMMENT**

The accumulation of leave entitlements will increase the City's liability and may eventually result in significant costs to the City with each wage increase. Management should consider initiating an ongoing process to identify staff with excessive leave and requesting a leave plan be provided to their respective reporting officer.

## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

**COMMENT ON ASSET SUSTAINABILITY RATIO**

This ratio expresses capital expenditure on renewal and replacement of existing assets as a percentage of depreciation costs. It is used to identify any potential decline or improvement in asset conditions. A percentage of less than 100% on an ongoing basis indicates assets may be deteriorating at a greater rate than spending on renewal or replacement.

The ratio has deteriorated from 0.51 in 2017 to 0.44 in the current year and is trending downwards over the last 3 years. A significant reason for the deterioration in this ratio is actual capital renewal and replacement expenditure of \$4.5million being under budget of \$5.4million during the year ended 30 June 2018. Had the budgeted renewal and replacement expenditure been achieved, the ratio would improve to 0.52. Whilst this would have halted the downward trend, it would remain below the target level of 0.90.

The above indicates assets may be deteriorating at a greater rate than spending on renewal or replacement.

Consideration should be given as to whether the current levels of capital renewal and replacement expenditure are sufficient to maintain assets in their current condition or whether the depreciation expense is overstating the annual deterioration of assets. Council's Asset Management Plans indicate average annual capital renewal and replacement expenditure of \$10.6 million is required which aligns with the current depreciation expense of \$10.4 million.

Interpretation of this ratio should be considered together with the Asset Consumption Ratio (ACR) and the Asset Renewal Funding Ratio (ARFR). The ACR of 0.76 is above its target level of 0.50 indicating Council's assets are in an acceptable condition and the ARFR of 0.81 is above its target of 0.75 indicating the planned renewal and replacement expenditure over the next 10 years is sufficient to meet the required renewal and replacement expenditure.

Although the ratio is below target levels, we do not consider this an indication of an adverse trend in the financial position of the City, given the relative strength of other ratios. However, this should still be given consideration during asset management planning.

**AUDIT READINESS**

The performance of our audit procedures was delayed due to a number of financial report balances and disclosures not being reconciled prior to our audit visit.

As significant adjustments were made to the trial balance and financial statements subsequent to our visit, a significant amount of additional time has been required to update and reconcile our audit working papers. This may result in additional costs to the City for the audit.

To help ensure the timely performance of future audit engagements, all reconciliations and documentation should be completed prior to the planned audit visit.

**UNCORRECTED MISSTATEMENTS**

We advise there were no uncorrected misstatements noted during the course of our audit.

We take this opportunity to thank the City's staff for their assistance provided during the audit.

Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully

Greg Godwin  
Partner  
[Moore Stephens](#)

Encl.

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AUDIT COMMITTEE MINUTES30 OCTOBER 2018

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## 5.2 INFRINGEMENT DEBTOR PROVISION 2017/18

TRIM Ref: D18/147845

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerry Batten, Director Corporate Services

Attachments: Nil

## RECOMMENDATION:

That the Audit Committee NOTES that an increase of \$146,832 in the current Provision for Doubtful Debts was made in the 2017/18 financial statements to provide for Administration's assessment of infringement debts unlikely to be recovered.

COMMITTEE DECISION ITEM 5.2Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be adopted.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

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AUDIT COMMITTEE MINUTES30 OCTOBER 2018

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## 5.3 UNDERGROUND POWER PRIOR YEAR ADJUSTMENT

TRIM Ref: D18/153224

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Underground Power Final Status Memo [↓](#) 

## RECOMMENDATION:

That the Audit Committee NOTES the Underground Power prior year adjustment, as explained in Attachment 1.

COMMITTEE DECISION ITEM 5.3Moved: Cr Gontaszewski, Seconded: Mayor Cole

That the recommendation be adopted.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

## CITY OF VINCENT MEMORANDUM

**TO:** DIRECTOR CORPORATE SERVICES  
MANAGER FINANCIAL SERVICES

**FROM:** SENIOR FINANCIAL ACCOUNTING CONSULTANT

**CC:**

**DATE:** 29 September 2018

**FILE REF:**

**SUBJECT:** STATUS OF EAST HIGHGATE UGP PROJECT

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**Purpose of Document:**

The purpose of this document is to provide background and context for the recommended course of action to address a financial matter arising from the audit of the City's 2017/2018 financials.

**Background:**

In the 2006/2007 financial year, the City of Vincent was awarded a stage of the state undergrounding of power (UGP) program. The City's successful project was the East Highgate UGP area.

The indicative project costing provided to the City was for \$7,516,759

This amount was to be funded by the following contributions

- Western Power 25%
- Office of Energy 25%
- Town of Vincent 50% - to be raised as levies against affected property owners

The final project cost has evidently differed slightly from the indicative costing, but this is neither unusual nor unexpected. Whilst a detailed reconciliation of all payments made has not been performed, it can reasonably be assumed that the costs capitalised of \$3,840,928.82 (reflecting the City's 50% share of the adjusted project cost) infer a total cost for the project of \$7,681,857.64.

The City raised UGP levies for the required contribution from affected property owners (\$4,176,058) in the 2006/2007 year. It would appear that, in addition to the \$3,840,928.82, a further amount of \$335,129 had been directly expensed to corporate operating accounts to cover the project related costs. Some of these additional project related expenses included, but not limited to, communication, cash flow and debt management, customer service and other administration activities.

At June 2009, the City (incorrectly) capitalised the amount of \$3,842,928.85 as an asset in its Asset Register (Asset 207). This upgrade expenditure in fact benefits Western Power's network and not any City of Vincent asset.

Given the nature of the expenditure, notwithstanding its quantum, the correct accounting treatment would have been to record that amount as an operating expense in the Transport Program (Schedule 12).



## AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

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This Transport Program classification (Schedule 12) includes all operating expenses relating to roads, paths, street lighting etc - and is where the Local Government Financial Regulations Schedule 1 (Part 1) requires UGP program expenditure to be recognised.

The circumstances surrounding the decision to capitalise the \$3.8M are unknown, but it is noted that the Net Operating Result for 2008/2009 in the City's accounts was a \$925,940 surplus. Had the item been expensed in line with the correct accounting treatment, the result would have been a \$2,914,989 deficit. It should be noted however, that the City's Rate Setting Statement did correctly allow for the UGP Project expenditure (albeit as capital rather than operating expenditure). Therefore, the City correctly calculated the amount required to be raised from rates in this year in relation to this expenditure.

The incorrect accounting treatment of this item was not detected at this time and Asset No 207 was subsequently depreciated up until June 2011. During a process of reviewing assets requiring a revaluation in line with current accounting standards, a question was raised in relation to the validity of capitalising and depreciating this asset.

At this time Asset 207 had the following values in the asset register:

Asset at Cost	\$3,842,928.85
Accumulated Depreciation	(\$253,126.32)
Written Down Value	\$3,589,802.53

It appears that it was then recognised that this item should not have been depreciated and the accumulated depreciation to that point (\$253,126.32) was subsequently reversed out of the general ledger and adjusted back against the Asset Revaluation Reserve - Car Park Development, effectively returning the asset value to its initial capital value of \$3,842,928.85.

The asset has not since been depreciated.

However, the Asset Capital Values Register (CVR) record for Asset 207 was not adjusted at that same time. As a consequence, the Accumulated Depreciation balance still (incorrectly) shown in the CVR was effectively masking a \$253,126.32 imbalance between the General Ledger and CVR.

**Required Treatment / Adjustment**

The necessary accounting entries to rectify the City's financial records are explained below.

As a consequence of this asset being incorrectly capitalised at June 2009 and then depreciated until June 2011, the City's Asset Capital values are currently overstated by \$3,842,928.85, Accumulated Depreciation was mis-stated by (\$253,126.32) and Equity was mis-stated by \$3,589,802.53

The following actions have been taken to rectify the City's financial records.

1. Dispose of (incorrectly capitalised) Asset 207 from the Asset Register for \$0

This disposal transaction will clear all balances and quantities from the Asset CVR and will post the following entries to the General Ledger

## AUDIT COMMITTEE MINUTES

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Dr A/C 00180.1320.1120	(Accumulated Depreciation)	253,126.32
Dr A/C 6385.965.822	(Loss on Disposal)	3,589,802.53
Cr A/C 00180.1320.1115	(Asset - Car Park Development)	3,842,928.85

- At this point, the General ledger will record a 'notional' Loss on Disposal' that effectively relates not to the current year – but to the earlier year when asset was incorrectly capitalised (and subsequently depreciated)
- Remembering that we have previously acknowledged that A/C 00305.1900.1195 Retained Surplus was overstated by \$3,589,802.53 in the earlier year, it is now necessary to Cr Loss on Disposal and offset by Dr Retained Surplus for \$3,589,802.53.

The previously posted but also incorrect 2011 journal for \$253,126.32 that was adjusted back against the Asset Revaluation Reserve - Car Park Development also means that Asset Revaluation Reserve was incorrectly stated and is required to be adjusted back against Retained Surplus - thereby bringing the total adjustment to Retained Surplus to \$3,842,928.85.

All the affected General Ledger accounts now reflect their correct balances and are reconciled with the Asset CVR. Asset 207 has been removed from the Asset Register and Retained Surplus now correctly reflects the City's financial position.

After the above adjustments have been made, the consequential impacts on the financial statements will be that:

- the Statement of Changes in Equity will need to be adjusted to reflect the correction to Retained Surplus
- an additional disclosure line will be required in the Schedule of Movements in Asset Carrying Values for this adjustment
- the Asset Consumption Ratio will need to be re-stated for 2 prior years because the denominator in the ratio will be approximately \$3.8M less

Given that the asset was not depreciated between 2012 and 2018 financial years, other financial ratios using depreciation as one of the inputs will not be affected.

### Options

After considering alternatives available to the City, the only available option is to:

- proactively, acknowledge the issue with the auditors and then effect the suggested accounting adjustment noted above in the City's 2017/2018 annual financial statements.

### Potential Non-Financial (Political / Community Reputation) Implications

When this course of action noted above be taken, there will be a need for a (carefully crafted) disclosure note in the accounts explaining the reason for the adjustment. Whilst prior year adjustments of this nature are never ideal, they are not unusual in a complex multi-disciplinary organisation of the City's size. On the upside however, the City's reputation for being open, accountable and proactive in addressing financial issues is reinforced.

### Process Improvements for Future

The Finance team now has in place a more rigorous process for its part in reviewing the Asset Registers for completeness and validity of assets including verification of what is actually being capitalised. Through the 3 yearly asset revaluation process that is now in place there should no longer be opportunities for such a matter to go undetected for such an extended period.

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However, responsibility for quality asset management including forward planning, recording of assets and managing asset related finances is a much broader corporate responsibility that cannot be left exclusively to the Finance team if it is to be successfully undertaken.

#### **Other Related Matters**

The process of identifying these errors, developing and testing appropriate accounting treatments, liaising with auditors, executive management and audit committee and achieving final resolution of these matters has consumed a significant amount of resource from two senior Financial Services staff and a Senior Financial Accounting Consultant.

It could be argued that this situation may have been avoided, or at least detected and addressed much earlier, had the City had in place a more robust Asset Register and in particular, well-articulated and regularly reviewed Asset Management Plans (AMP).

The importance of such processes and the resulting documents to any local government cannot be over-emphasised. It was to address such shortcomings in local government that the state government introduced the Local Government Integrated Planning & Reporting Framework. Whilst the City has made solid progress in relation to implementing the framework, asset management planning in particular is considered to be an area in which the City can improve its performance.

Development of the Long Term Financial Plan earlier this year was also made much more difficult than should have been the case because of the absence of rigorous AMPs, missing or incomplete asset datasets, lack of condition-based information about some asset classes and most importantly an imbalance between funding allocated to asset renewal rather than new / upgrade expenditure.

The City should be strongly encouraged to place a greater emphasis on its asset management activities - and for this to happen, it is essential to have high level commitment and indeed, drive for this initiative coming directly from the CEO and his Executive team.

#### **Recommendation:**

- That the proposed action of proactively acknowledging the UGP issue with the auditors and then effecting the suggested accounting adjustment noted above in the City's 2017/2018 annual financial statements and asset register be completed as soon as possible.
- That the City's Executive Management Team give consideration to how to better engage its broader workforce in essential asset management planning activities - in particular focussing on the development /enhancement of required datasets to support the creation of informed 10 year Asset Management Plans for all asset classes.

Michael Kent  
**SENIOR FINANCIAL ACCOUNTING CONSULTANT**

## AUDIT COMMITTEE MINUTES


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## 5.4 REVIEW OF THE CITY OF VINCENT AUDIT LOG

TRIM Ref: D18/122614

Author: Natasha Brooks, Governance and Council Support Officer

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Master Audit Log [↓](#) 

## RECOMMENDATION:

That the Audit Committee NOTES the status of the City's Audit Log as shown in Attachment 1.

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

PROPOSED AMENDMENT

Moved: Cr Topelberg, Seconded: Mayor Cole

That the recommendation be amended as follows:

That the Audit Committee NOTES the status of the City's Audit Log as shown in Attachment 1, subject to Items 46 and 47 being amended with a due date of 30 November 2018.

AMENDMENT CARRIED (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

## AUDIT COMMITTEE MINUTES

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			ID		RATING			OFFICER	COMPLETION DATE
n 7	Payroll	Internal Audit 2015	3.2.3	Written payroll procedures were not formalised and based on an organisation wide standard template	Low	Payroll procedures should be documented based on an organisation wide template. The procedures should be reviewed and updated as required. This will allow employees to clearly understand their roles and responsibilities within predefined limits and allow management to guide operations without constant management intervention, as well as help ensure staff involved give due consideration to appropriate risk management for processing the payroll.	The Payroll Officer currently maintains two sets of procedures – a lengthy step by step instruction and an abridged version.  The MPS and the MGR will work with the rest of the organisation to develop and implement a standard process for the development, approval, appropriate storage/access and standard template for administration procedures.	Manager Human Resources	31/12/2018
							Action Item 2.4 The MPS and the MGR will work with the rest of the organisation to develop and implement a standard process for the development, approval, appropriate storage/access and standard template for administration procedures. Formalised 2016 Initially Completed. A standard template for Administration Procedures (D16/121564) has been developed along with standard guidelines for development, approval and storage (D16/121564). March 2017 Not yet complete. An additional payroll support officer commenced on 7 March 2017 which has provided the capacity to address this item. It is proposed that this will be completed by August 2017. May 2017 On track for proposed completion date. July 2017 A Payroll procedure and working instructions are currently being drafted. On track for proposed completion date. September 2017 A payroll procedure and working instructions have been drafted and are being reviewed by the Manager HR. These will be reviewed by the CEO for approval along with all of the HR policies. November 2017 Payroll procedure working instructions have been drafted and are being reviewed by the Manager HR. Proposed new timeframe – 31-December-2017. March 2018 Payroll procedure working instructions have been drafted and have been reviewed by the Manager HR. These are required to be transitioned into the standard format for all HR work instructions which is targeted to be completed by June 2018. May 2018 On track. July 2018 Payroll procedure working instructions are still to be finalised, and have been delayed due to HR team workload. This is the first priority to be completed post year end activities. Proposed new timeframe – September 2018. October 2018 Progress has been made towards finalisation of appropriate payroll procedures, however the continuing HR team workload has impacted on the priority of this task. Proposed new timeframe - December 2018.		30/09/2018 30/06/2018 31/12/2017 31/08/2017
n 19	3.1 Trust Funds	Internal Audit 2016	3.1.1	The trust ledger reflects Cash in lieu - Car Park Contributions of \$1.24m, whereas actual funds are physically held in the Municipal bank account. Discussion held with Christine Devenish, Administration Officer for Development Services revealed that planning approval is valid for 2 years for applicants to obtain a building permit. Once a building permit is obtained, there is a further one year allowed to commence the building process. Therefore, within the first 3 years, the applicant is entitled to apply for a refund for cash in lieu - car park contributions. As a result, the City should not keep these funds in the Municipal account.	Medium	These funds should be held in the Trust bank account for as long as the applicant is entitled to apply for a refund.	The timing of the transfer of monies from the trust account to the cash-in-lieu reserve should occur at the point when the City has control of the money and that it is no longer able to be called upon by the creditor. However more work needs to be done to ensure that the exact point at which this occurs is better defined.	Director Corporate Services	Complete
							Action Item 19.1 Develop a documented Administration Procedure for accepting and managing cash-in-lieu payments. March 2017 On track. May 2017 On track for proposed completion date. July 2017 Development Services have been reviewing the processes for the collection and management of Cash-in-Lieu and %-for-Jut payments. The main question to be resolved is when the City has 'control of the funds' – that is, when can the developer no longer ask for the refund of the monies with-out assessment by the City. Finance has finalised the reconciliation of funds held for %-for-Jut and is now starting on Cash-in-Lieu. Development Services will now compare the deposits still held with the progress/stage of the individual developments. Target is to finish both as part of the year-end process – Aug 17. Proposed new timeframe – August 2017. September 2017 On track for proposed completion date 31 October 2017 November 2017 This was not addressed during the audit due to the Finance Manager's absence. Proposed new timeframe – February 2018. March 2018 Extension requested to June 2018 to accommodate sufficient review and documentation of an Administration Procedure by Manager Financial Services. May 2018 The action has been escalated to Director Corporate Services and incorporated as part of CBP item 4.10. New time proposed - September 2018. July 2018 On track. September 2018 Cash in lieu has been reconciled - \$900,000 to reserve, \$300,000 to be transferred to trust. Transfers will occur as part of the budget review process.		30/09/2018 30/06/2018 28/02/2018 31/10/2017 31/08/2017
n 24	3.4 Asset Register	Internal Audit 2016	3.4.2	Acquisition of Assets: We noted certain assets in the asset register costing <\$1,000.	Low	The City should consider additional checks to ensure the policy is followed in respect of the \$1,000 capitalisation threshold	Finance staff have been reminded about the provisions of the Policy in respect to the capitalisation threshold. It is considered that additional checks are not required due to the minor nature of this issue. However, it would be beneficial to clarify any exceptions to the \$1000 threshold in the current procedures and communicate this to the wider organisation.	Manager Finance	Complete
							Action Item 24.1 Review capitalisation procedures with a view to setting out circumstances where the \$1000 may not apply. Communicate to the broader organisation. March 2017 Proposed new timeframe - Year-end 2017. May 2017 On track for proposed completion date. July 2017 This will be closed-out by the completion of a procedure and position paper for the auditors to review as part of the year-end audit. Proposed new timeframe - September 2017 to align with Item 25.1. September 2017 On track for proposed completion date 30 September 2017 November 2017 This was not addressed during the audit due to the Finance Manager's absence. Proposed new timeframe – January 2018. March 2018 Extension requested for submission at the Audit Committee in May 2018. All finance procedures are being reviewed by Manager Financial Services. May 2018 Procedure reviewed and further work is required. Proposed new time frame – September 2018. July 2018 On track. August 2018 Complete.		30/09/2018 31/05/2018 31/01/2018 30/09/2017 30/09/2017



## AUDIT COMMITTEE MINUTES

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			ID		RATING			OFFICER	COMPLETION DATE
n 26	3.4 Asset Register	Internal Audit 2016	4.6	While capitalisation at the end of the year is usually acceptable, strict compliance with accounting standards would require assets to be depreciated from the date they are brought into use. This should be considered for large items which may have a material impact.	Medium	Agree.	<p><b>Action Item 26.1</b> Finance will liaise with Technical Services to identify a suitable threshold and develop a process for project completion and capitalisation. March 2017 On track May 2017 On track for proposed completion date 30-May-2017. July 2017 Infrastructure and other constructed assets will be reviewed for completion and capitalised quarterly. Procedure will need to be written and implemented before the end of the September quarter. Proposed new timeframe – 30 September 2017. September 2017 Audit needs to be completed before we can capitalise expenditure. Proposed new timeframe – 31 October 2017. November 2017 The Audit of 2016-17 is now complete (as of 14 Nov) and asset register has now been rolled-over into 2017-18. This means that completed infrastructure assets/projects can now be capitalised. The first of these will be capitalised as part of the November month-end process. Proposed new timeframe – 31 December 2017. March 2018 Infrastructure assets are still to be capitalised for this financial year. Proposed new completion date of June-2018 when there will be a more defined capitalisation process. May 2018 On track July 2018 Manager Financial Services will document the process and this will be confirmed via consultation with Engineering. Proposed new timeframe – September 2018. September 2018 Asset capitalisation has been completed - September 2018.</p>	Manager Finance	<p>Complete</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p> <p>31/10/2017</p> <p>31/06/2017</p>
n 28	4.2 Tendering policy, systems and practices.	Internal Audit 2017	4.2	<p>Lack of clarity regarding the roles and responsibilities of the tendering process leads to an inconsistent approach to tendering being applied and confusion regarding who is responsible for certain key milestones and documents within the tendering process.</p> <p>4.2.1 Lack of understanding of the applicable tender and procurement laws and regulations, as well as the internal tendering policies and procedures, may result in tenders being prepared outside of specified internal policies and procedures, and in the worst case may not be prepared and performed in line with the applicable laws and regulations.</p>	High	<p>Agreed: Responsibilities relating to tendering will be clearly defined in the Tendering Administration Procedure.</p> <p>A training plan will be developed for rolling out the Tendering Administration Procedure once it is complete.</p>	<p><b>Action Item 28.1</b> Responsibilities relating to tendering will be clearly defined in the Tendering Administration Procedure. November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 A draft Training Plan is under review. Proposed new timeframe - September 2018.</p> <p><b>Action Item 28.2</b> A training plan will be developed for rolling out the Tendering Administration Procedure November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 A draft Training Plan is under review. Proposed new timeframe - September 2018. October 2018 HR have approved the draft Training Plan and are liaising with the software provider to enable training to commence. This has been implemented for new starters. Plan for training to be developed now that Procurement and Contracts Officer has commenced - 15 December 2018.</p>	Finance Officer - Purchasing/ Contracts	<p>Complete</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p>
n 32	4.6 Request for Tender content and format.	Internal Audit 2017	4.6	<p>We noted that the Request for Tender appears to be mostly consistent from tender to tender, with minimal modifications being applied (including, but not limited to, the tender criteria and weighting). It appears as though the Request for Tender, and as a result Contract conditions, are being rolled forward based on previous completed documents.</p> <p>While the Procurement Plan reduces the risk associated with the roll forward of prior year Requests for Tender / Contracts, we note that management and the Council should consider the implementation of a process which results in the Request for Tender and the proposed Contract on award of a tender, being reviewed by a member of staff with a background in drafting contracts and contract law.</p>	High	<p>Agreed in principle, however Administration notes that the necessary skills and capacity is not currently available internally.</p>	<p><b>Action Item 32</b> Develop a brief business case outlining the various options and costs available to improve the City's capability in relation to drafting tenders and contracts (e.g. training, additional resources, outsourcing etc). November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 Delayed by proposed restructure. Proposed new timeframe – September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018.</p>	Procurement Officer	<p>30/11/2018</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p>

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					RATING			OFFICER	COMPLETION DATE
n 33	4.7 Evaluation Report	Internal Audit 2017	There is a risk that the Council are not making informed and independent decisions based on the documents and data being submitted to them for review for the authorisation and award of tenders.  We recommend that Evaluation Reports submitted to Council provide sufficient detail so that Council may independently make an assessment without having to rely solely on the evaluation calculated and performed by the Evaluation Team. In addition, sufficient information should be submitted so that Council is able to understand, and have comfort over, how the tender submissions have been evaluated and recommendations reach by the Evaluation Team.	We note there is a lack of consistency between Evaluation Reports prepared and submitted to the Council for review. In addition, Evaluation Reports lack the following detail: [ ] Scores calculated by the Evaluation Team are not explained. [ ] How scores were calculated by the Evaluation Team is not explained. [ ] The only way to verify tender submissions to the Evaluation Report is through the Price Schedule – no further tender details are provided or summarised. We also note that, where the CEO has Delegated Authority to authorise and award a tender, an alternative evaluation is performed being the Selection Report (this appears to be a combination of both a Procurement Plan and Evaluation Report).	Medium	Administration notes that different formats have been used for Evaluation Reports to CEO vs Evaluation Reports to Council.	Action Item 33.1 Administration will create a "standard" Evaluation Report that will apply to all tenders which can then be supported by a brief memo or Council Report depending on the intended audience. By November 2017 November 2017 Scheduled for late November 2017 - proposed completion date 31 December 2017 Proposed new timeframe 31 December 2018 A draft standard template has been developed, adapted from the WALGA evaluation template – see D18/29266. However it needs to be aligned to the Tendering Administration Procedure (see items 27 and 28) before it is implemented. Proposed new completion date – June 2018. May 2018 On track July 2018 Draft standard template is under review. Proposed new timeframe – September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018.	Procurement Officer	30/11/2018 30/09/2018 30/06/2018 31/12/2017 30/11/2017
n 38	5.4 Breach of Code of Tendering Policy / Document – tender 519/16 "Provision of general cleaning services for the City of Vincent's Administration Civic Building and Library"	Internal Audit 2017	Should the supplier who submitted tenders become aware that not all tender submissions were evaluated per the criteria listed in the Request for Tender, this may create legal issues for City of Vincent as a result of applicable laws and regulations not being appropriately applied.	We note per review of e-mail correspondence between members of the Evaluation Team, that 19 of the 29 tender submissions received were not evaluated per the criteria documented in the Procurement Plan and the Request for Tender. Instead, these were eliminated from the evaluation procedure based on price alone. These 19 tender submissions were not included in the evaluation process and were only disclosed in the Price Schedule.  We recommend that all staff are made aware of the Code of Tendering Policy / Document and that they receive formal training on not only the applicable laws and regulations, but also on how tender submissions are to be evaluated.	Not Rated	Although initially 19 tenders were not evaluated, this issue had been picked up by a routine check during the approval phase and the panel subsequently reviewed all complying tenders prior to the awarding of the tender.  Notwithstanding, it is proposed that formal training will be rolled out on the "Tendering Administration Procedure" proposed as Item 4.1.	Action Item 38.1 Formal training will be rolled out on the "Tendering Administration Procedure" proposed as Item 4.2 (action item 28.2) November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 Delayed by proposed restructure. Proposed new timeframe – September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - December 2018.	Procurement Officer	15/12/2018 30/09/2018 30/06/2018
n 39	5.1 Purchases	Purchasing, payments and credit cards	We obtained all quotes, purchase orders and budget considerations relating to the invoice to ensure correct procurement procedures had been followed.	We noted four instances where the purchase order had been raised and approved after the invoice was issued and one instance where no purchase order was attached.  Failure to raise and approve a purchase order prior to requesting an invoice reduces the level of control over the amount and nature of expenditure.  We recommend that purchase orders are raised and approved prior to requesting an invoice to prevent unnecessary or inappropriate spending.	Medium	Agreed.	1) Address this issue within the City's purchasing procedure and associated training plan. 2) Investigate and consider imposing an additional control whereby purchase orders raised after the invoice require approval by the requisitioner's leader and a short explanation / justification.  July 2018 1) To be included in the training rollout - refer item 8. 2) Manual system in place currently - Procurement Officer monitors a report and follows up on breaches. Investigating system processes to prevent this from occurring. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018.	Procurement Officer	30/11/2018 31/08/2018
n 40	5.1 Purchases	Purchasing, payments and credit cards	We obtained and reviewed all quotes where quotes were required. We ensured the quotes for the supply of goods or services were adequate and matched the purchase order raised and invoice paid.	We noted nine items, the City did not obtain the required number of written quotes as specified in the purchasing policy.  Failure to obtain the required number of quotes reduces the City's ability to obtain goods and services at the most competitive rate or best value for money.  We recommend the City obtain the required number of quotes where required as well as adequately documenting where quotes have been obtained. We may also recommend the City implement a procedure which documents the decision making process in considering and selecting quotes.	Medium	Agreed.	The City will incorporate into its purchasing procedures: 1) A requirement to document the decision making process in considering and selecting quotes. 2) A process for identifying and escalating instances of non-compliance with respect to obtaining quotes. 3) Investigate systems changes to Authority to enable explanation / clarification of decision-making.  July 2018 1) Complete 2) On track in line with completion timeframes. 3) Investigating system processes to prevent non-compliance occurring. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018.	Procurement Officer	30/11/2018 31/08/2018
n 41	5.1 Purchases	Purchasing, payments and credit cards	We requested the budget considerations for all expenditure to ensure appropriate considerations had been made prior to engaging in the expenditure.	Budget considerations were received for only two of the twenty three samples tested.  For these two items, the expenditure appeared to fall within the approved budget for the year, however it did not consider whether the budgeted figure had been reduced by any pre-existing expenditure. We were unable to comment on the remainder of the items.  Failure to consider budgeted expenditure prior to engaging in expenditure increases the risk of excessive spending and failure to meet budget requirements.  We recommend the City ensures the approved budget is taken into consideration prior to engaging in expenditure. This consideration should form part of the procurement process and should be documented. Budget considerations should also cover instances where there is pre-existing expenditure or where the budget amount has been reduced or amended.	Medium	Agreed.	1) Implement a tick-box into the workflow in the requisitioning system for requisitioner's to declare that the budget had been considered prior to authorisation of the requisition. 2) Update the City's procurement plan template to explicitly require the available budget to be considered prior to purchase.  July 2018 1) On track in line with completion timeframes. 2) On track in line with completion timeframes. October 2018 Completed September 2018.	Finance Officer - Purchasing/ Contracts	Complete 31/08/2018

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			ID		RATING			OFFICER	COMPLETION DATE
n 42	5.1 Purchases	Purchasing, payments and credit cards	We requested copies of the procurement plan for invoices between \$40,000 to \$99,999.	1.4	No Procurement Plans were received.  The City's purchasing policy requires a Procurement Plan to be prepared for expenditure of higher value. Failure to prepare a procurement plan may imply a failure to adequately consider all relevant qualitative and cost related factors affecting and resulting from the procurement.  We recommend Procurement Plans are prepared where required and include all relevant details in order for Management to make a well informed decision.	Medium	It is noted that the purchasing policy requires particular information to be considered but does not require a procurement plan for this price range. Nevertheless, it is acknowledged that the procurement decisions in this price range are inconsistently documented.	The City will develop a template / method for documenting compliance with the requirements of the City's Purchasing Policy for this price range. Note - that the since the equivalent price range in the recently adopted policy is \$50,000 - \$149,000.  July 2018 On track. September 2018 Procurement Plan template is live. Completed August 2018.	Finance Officer - Purchasing/ Contracts  30/11/2018
n 45	Payroll Reconciliations	Interim Audit 2018	Payroll Reconciliations, which reconcile balances from the payroll system to general ledger and ensure the correct classification of personnel expenses, have not been performed during the year.	1	To help ensure all pays are bona fide and all salaries and wages are completely and correctly posted into the general ledger, salaries and wages should be reconciled every pay run to the payroll summary report and documented for review by a senior staff member independent of preparation.	Medium	Noted by management, occurred due to the Accountant leaving and lack of formal handover.	Reconciliations are now occurring at each pay run and a formal process is being documented. Documented process will be complete by end of August.	Manager Finance 31/11/2018 30/09/2018
n 46	Purchase Orders after invoice date	Interim Audit 2018	Whilst testing purchases, we noted 1 instance in a sample of 8 where the purchase order was dated after the invoice date.	3	To help ensure proper budgetary controls, compliance with the City's purchasing policy, goods invoiced are ordered and prices invoiced were as quoted, purchase orders should be issued prior to goods/services being sourced. They should also contain all the necessary details in relation to them (including quantity and price).	Medium	Management is aware of this issue as it was discussed in FY2017 audit.	The Finance team is implementing a new process whereby an officer is responsible for obtaining an explanation of non-compliance. Repeated non-compliance will result in escalation to executive management and potentially loss of procurement responsibilities for the officer. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - October 2018.	Procurement Officer 31/10/2018 30/09/2018
n 47	Changes to Creditor Payment Details	Interim Audit 2018	Whilst staff appear to follow an appropriate process with respect to changes to creditor payment details, no documented internal process/policy is in place for staff to follow.	4	Corporate knowledge could be lost when there are changes in staff resulting in changes to creditors' payment details being processed without the correct internal processes being followed. An increased risk of payments being processed to an incorrect bank account may result.	Medium	While the process is not formally documented, evidence has been provided that there is always sign-off of change of creditor details based on advice of changes from the creditor.	A formal process for this will be documented and communicated to the Finance team.	Manager Finance 31/10/2018
n 48	Review of Processed Journals	Interim Audit 2018	After the General Journal Form has been approved by Manager Financial Services, the respective accounting officer will process the journal, however the processed journals are not reviewed again by the Manager Financial Services	5	Risk of unauthorised General Journals being processed.	High	Noted by management, occurred due to the Accountant leaving and lack of formal handover.	We will look at systems opportunities to provide an audit report that can then be used by the Manager Financial Services as a basis for reviewing all processed journals.  In the interim we are ensuring all journals are signed off by the Manager Financial Services on a hard copy, which is made more robust by recent implementation of auto numbering of all processed journals. September 2018 Manual processes are now in place and a system report being produced. Completed August 2018.	Manager Finance Complete 31/12/2018

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AUDIT COMMITTEE MINUTES30 OCTOBER 2018

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**6 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**7 GENERAL BUSINESS****7.1 ITEMS ON RISK REGISTER**

Mayor Cole queried whether the issues of falling cones from the Bunya Pine trees at Beatty Park, in addition to the recent telecommunications system failure, had been identified appropriately on the City's Risk Register. The Director Corporate Services stated that the City maintained an Operational Risk Register, and that these specific risks would be added to the register.

The contractual and service level agreements with Optus were discussed and the Director Corporate Services advised that the City's current contractual obligations were being reviewed with a view to ensuring future contractual arrangements include more robust service level agreements including response times and penalties for non-compliance.

**8 NEXT MEETING**

To be advised in 2019.

**9 CLOSURE**

These Minutes were confirmed by the Audit Committee as a true record and accurate of the Audit Committee meeting held on 30 October 2018.

Signed: ..... Cr Dan Loden

Dated this ..... day of .....2018

**CITY OF VINCENT**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

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**CITY'S VISION**

*A sustainable and caring community built with vibrance and diversity.*

**Principal place of business:**

244 Vincent Street (cnr Loftus Street)  
Leederville, Western Australia, 6007



**CITY OF VINCENT  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CHIEF EXECUTIVE OFFICER**

The attached financial report of the City of Vincent for the financial year ended 30 June 2018 is based on proper accounts and records to present fairly the financial position of the City of Vincent at 30 June 2018 and the results of the operations for the financial year then ended in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 9th day of November 2018

  
\_\_\_\_\_  
Chief Executive Officer

David MacLennan  
\_\_\_\_\_  
Name of Chief Executive Officer

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>Revenue</b>				
Rates	23(a)	33,377,748	32,939,532	31,234,580
Operating grants, subsidies and contributions	2(a)	2,217,799	815,585	1,990,993
Fees and charges	2(a)	18,873,789	18,888,300	18,382,601
Interest earnings	2(a)	1,028,880	958,080	959,203
Other revenue	2(a)	1,429,638	1,323,155	1,324,228
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>				
Employee costs		(23,248,963)	(25,939,930)	(21,835,574)
Materials and contracts		(17,274,514)	(17,749,340)	(15,829,592)
Utility charges		(1,933,363)	(1,955,570)	(1,808,666)
Depreciation on non-current assets	10(c)	(10,386,679)	(9,663,980)	(9,094,953)
Interest expenses	2(b)	(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(874,147)
Other expenditure		(2,974,253)	173,780	(2,573,538)
		(57,644,782)	(57,020,430)	(53,062,010)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on asset disposals	10(a)	150,369	411,373	176,760
(Loss) on asset disposals	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in Joint Ventures	19(b)	325,217	0	23,213
Change in Equity WALGA Local Govt House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
<b>Net result</b>		<b>(842,786)</b>	<b>1,007,939</b>	<b>3,821,308</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		<b>56,913,164</b>	<b>0</b>	<b>84,356,588</b>
<b>Total comprehensive income</b>		<b>56,070,378</b>	<b>1,007,939</b>	<b>88,177,896</b>

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>Revenue</b>	2(a)			
Governance		149,708	65,140	83,551
General purpose funding		36,006,200	34,855,507	34,321,084
Law, order, public safety		144,537	170,570	156,220
Health		388,317	330,940	358,175
Education and welfare		171,871	216,015	263,369
Community amenities		1,863,747	1,061,490	1,015,416
Recreation and culture		9,704,051	10,022,410	9,610,928
Transport		7,972,877	7,767,140	7,568,368
Economic services		249,966	241,410	240,742
Other property and services		276,580	194,030	273,752
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>	2(a)			
Governance		(3,787,874)	(3,601,990)	(3,218,529)
General purpose funding		(872,245)	(803,155)	(656,733)
Law, order, public safety		(1,301,976)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,153,655)
Education and welfare		(1,470,827)	(1,317,045)	(1,137,051)
Community amenities		(11,048,332)	(11,376,900)	(10,144,593)
Recreation and culture		(21,746,775)	(21,470,245)	(20,340,579)
Transport		(12,724,693)	(12,310,410)	(11,613,576)
Economic services		(714,969)	(783,355)	(681,758)
Other property and services		(1,781,013)	(1,760,965)	(1,812,486)
		(56,647,681)	(56,024,800)	(52,016,470)
<b>Finance Costs</b>	2(a)			
Recreation and culture		(997,101)	(995,630)	(1,045,540)
		(997,101)	(995,630)	(1,045,540)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on disposal of assets	10(a)	150,369	411,373	176,760
(Loss) on disposal of assets	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in joint ventures	19(b)	325,217	0	23,213
Change in Equity - WALGA LG House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
		(125,858)	3,103,717	2,991,713
<b>Net result</b>		(842,786)	<b>1,007,939</b>	<b>3,821,308</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		<b>56,913,164</b>	<b>0</b>	<b>84,356,588</b>
<b>Total comprehensive income</b>		<b>56,070,378</b>	<b>1,007,939</b>	<b>88,177,896</b>

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2018**

	NOTE	2018	2017	Re-stated 1 July 2016
		\$		\$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3	20,866,019	17,424,002	16,499,516
Investments	4	11,000	0	0
Trade and other receivables	6	3,139,455	4,966,846	3,871,348
Inventories	7	184,342	181,244	170,061
<b>TOTAL CURRENT ASSETS</b>		<b>24,200,816</b>	<b>22,572,092</b>	<b>20,540,925</b>
<b>NON-CURRENT ASSETS</b>				
Other receivables	6	1,197,431	119,936	165,336
Land Held for Development	7	105,822	105,822	108,145
Investments	4	30,933	41,952	42,635
Interests in joint ventures	19	9,469,902	8,928,947	9,520,230
Property, plant and equipment	8	296,124,172	299,304,697	214,938,377
Infrastructure	9	179,727,045	125,387,784	125,233,757
<b>TOTAL NON-CURRENT ASSETS</b>		<b>486,655,305</b>	<b>433,889,138</b>	<b>350,008,480</b>
<b>TOTAL ASSETS</b>		<b>510,856,121</b>	<b>456,461,230</b>	<b>370,549,405</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	12	4,332,746	5,102,188	6,812,943
Current portion of long term borrowings	13	948,227	881,398	818,840
Provisions	14	3,367,101	3,486,758	3,255,342
<b>TOTAL CURRENT LIABILITIES</b>		<b>8,648,074</b>	<b>9,470,344</b>	<b>10,887,125</b>
<b>NON-CURRENT LIABILITIES</b>				
Long term borrowings	13	13,948,356	14,896,584	15,777,982
Provisions	14	429,113	334,102	301,994
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>14,377,469</b>	<b>15,230,686</b>	<b>16,079,976</b>
<b>TOTAL LIABILITIES</b>		<b>23,025,543</b>	<b>24,701,030</b>	<b>26,967,101</b>
<b>NET ASSETS</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>
<b>EQUITY</b>				
Retained surplus		124,871,424	128,238,061	127,103,457
Reserves - cash backed	5	11,431,970	8,908,119	6,221,415
Revaluation surplus	11	351,527,184	294,614,020	210,257,432
<b>TOTAL EQUITY</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>

This statement is to be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE	RESERVES			TOTAL EQUITY
	RETAINED SURPLUS	CASH/INVESTMENT BACKED	REVALUATION SURPLUS	
	\$	\$	\$	\$
<b>Balance as at 1 July 2016</b>	<b>130,693,260</b>	<b>6,221,415</b>	<b>210,510,558</b>	<b>347,425,233</b>
Correction of Errors	(3,589,803)	0	(253,126)	<b>(3,842,929)</b>
Re-stated Balance	127,103,457	6,221,415	210,257,432	343,582,304
Comprehensive income				
Net result	3,821,308	0	0	3,821,308
Changes on revaluation of assets	11 0	0	84,356,588	84,356,588
Total comprehensive income	3,821,308	0	84,356,588	88,177,896
Transfers from/(to) reserves	(2,686,704)	2,686,704	0	
<b>Balance as at 30 June 2017</b>	<b>128,238,061</b>	<b>8,908,119</b>	<b>294,614,020</b>	<b>431,760,200</b>
Comprehensive income				
Net result	(842,786)	0	0	(842,786)
Changes on revaluation of assets	11 0	0	56,913,164	56,913,164
Total comprehensive income	(842,786)	0	56,913,164	56,070,378
Transfers from/(to) reserves	(2,523,851)	2,523,851	0	
<b>Balance as at 30 June 2018</b>	<b>124,871,424</b>	<b>11,431,970</b>	<b>351,527,184</b>	<b>487,830,578</b>

This statement is to be read in conjunction with the accompanying notes.



**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual	2018 Adopted Budget	2017 Actual
		\$	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		33,096,764	32,939,532	31,333,379
Operating grants, subsidies and contributions		3,141,991	815,585	2,057,043
Fees and charges		18,873,789	19,052,698	18,178,191
Interest earnings		1,028,880	958,080	959,203
Goods and services tax		1,355,982	1,412,491	1,396,122
Other revenue		1,429,638	1,323,155	1,429,024
		58,927,044	56,501,541	55,352,962
<b>Payments</b>				
Employee costs		(23,423,727)	(25,831,720)	(24,502,452)
Materials and contracts		(17,896,936)	(17,693,097)	(19,373,111)
Utility charges		(1,933,363)	(1,955,570)	(2,054,392)
Interest expenses		(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(992,908)
Goods and services tax		(1,249,296)	(1,412,491)	0
Other expenditure		(2,812,744)	173,780	(94,776)
		(49,143,076)	(48,604,488)	(48,063,179)
<b>Net cash provided by (used in) operating activities</b>	15	9,783,968	7,897,053	7,289,783
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(2,869,513)	(5,052,819)	(4,981,769)
Payments for construction of infrastructure		(5,861,319)	(8,358,501)	(4,554,169)
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,548,355
Proceeds from sale of fixed assets		326,311	537,833	351,910
Proceeds from Joint Ventures		333,333	0	916,666
<b>Net cash provided by (used in) investment activities</b>		(5,460,553)	(10,181,143)	(5,719,007)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of long term borrowings		(881,398)	(881,398)	(818,840)
Change in Bonds & Deposits		0	0	172,550
<b>Net cash provided by (used in) financing activities</b>		(881,398)	(881,398)	(646,290)
<b>Net increase (decrease) in cash held</b>		3,442,017	(3,165,488)	924,486
Cash at beginning of year		17,424,002	18,811,088	16,499,516
<b>Cash and cash equivalents at the end of the year</b>	3	20,866,019	15,645,600	17,424,002

This statement is to be read in conjunction with the accompanying notes.

**RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2018**

		2018	2018	2017
	NOTE	Actual	Adopted Budget	Actual
		\$	\$	\$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)		4,475,025	4,035,268	4,251,223
		4,475,025	4,035,268	4,251,223
<b>Revenue from operating activities (excluding rates)</b>				
Governance		149,708	65,140	97,235
General purpose funding		2,628,452	1,915,975	3,086,504
Law, order, public safety		166,875	187,510	164,505
Health		388,316	330,940	363,427
Education and welfare		171,870	216,015	263,369
Community amenities		1,881,133	1,074,130	1,025,597
Recreation and culture		9,724,879	10,027,350	9,646,307
Transport		7,973,016	7,767,140	7,568,368
Economic services		249,966	241,410	250,640
Other property and services		1,197,889	570,883	636,834
		24,532,104	22,396,493	23,102,786
<b>Expenditure from operating activities</b>				
Governance		(3,787,874)	(3,601,990)	(3,217,846)
General purpose funding		(872,264)	(803,155)	(656,733)
Law, order, public safety		(1,306,516)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,154,158)
Education and welfare		(1,470,828)	(1,317,045)	(1,137,051)
Community amenities		(11,052,398)	(11,376,900)	(10,144,593)
Recreation and culture		(22,777,931)	(22,465,875)	(21,386,119)
Transport		(12,733,106)	(12,310,410)	(11,627,868)
Economic services		(751,499)	(783,355)	(681,758)
Other property and services		(1,795,137)	(1,760,965)	(1,845,708)
		(57,746,530)	(57,020,430)	(53,109,344)
<b>Net Operating excluding Rates</b>		<b>(33,214,426)</b>	<b>(34,623,937)</b>	<b>(30,006,558)</b>
<b>Operating activities excluded</b>				
(Profit) on disposal of assets	10(a)	(150,369)	(411,373)	(176,760)
Loss on disposal of assets	10(a)	10,466	0	48,016
Fixed assets written off	10(b)	91,264	0	0
Assets expensed during the year	8(b)	161,507	0	0
Movement in deferred pensioner rates (non-current)		(11,092)	0	45,401
Movement in employee benefit provisions (non-current)		95,011	0	32,109
Depreciation and amortisation on assets	10(c)	10,386,679	9,663,980	9,094,953
Equity in Local Government House in Trust		19	0	(683)
Movement in Joint Venture Operations		(325,217)	0	(23,213)
Profit/loss on Assets Held for Sale - TPRC Joint Venture		(506,411)	0	(245,788)
Restricted Unspent Grant		0	0	(600,000)
<b>Amount attributable to operating activities</b>		<b>(18,987,543)</b>	<b>(21,336,062)</b>	<b>(17,581,300)</b>
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,594,651
Proceeds from disposal of assets	10(a)	326,311	204,500	351,910
Proceeds from Joint Ventures		333,333	333,333	916,666
Purchase of property, plant and equipment	8(b)	(2,869,513)	(5,052,819)	(4,981,769)
Purchase and construction of infrastructure	9(b)	(5,861,319)	(8,358,501)	(4,554,169)
<b>Amount attributable to investing activities</b>		<b>(5,460,553)</b>	<b>(10,181,143)</b>	<b>(5,672,711)</b>
<b>FINANCING ACTIVITIES</b>				
Repayment of long term borrowings	13(a)	(881,398)	(881,398)	(818,840)
Transfers to reserves (restricted assets)	5	(3,283,928)	(1,850,534)	(3,614,461)
Transfers from reserves (restricted assets)	5	760,077	1,309,605	927,757
<b>Amount attributable to financing activities</b>		<b>(3,405,249)</b>	<b>(1,422,327)</b>	<b>(3,505,544)</b>
<b>Surplus(deficiency) before general rates</b>		<b>(27,853,345)</b>	<b>(32,939,532)</b>	<b>(26,759,555)</b>
<b>Total amount raised from general rates</b>	23(a)	<b>33,377,748</b>	<b>32,939,532</b>	<b>31,234,580</b>
<b>Net current assets at June 30 c/fwd - surplus/(deficit)</b>	24	<b>5,524,402</b>	<b>0</b>	<b>4,475,025</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30TH JUNE 2018

### BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

#### THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 to these financial statements.

#### AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

##### Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

## 2. REVENUE AND EXPENSES

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NOTES TO THE FINANCIAL STATEMENTS OF THE MUNICIPALITY OF  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

### (a) Revenue (Continued)

#### Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

	2018	2017
	\$	\$
<b>Operating grants, subsidies and contributions</b>		
General purpose funding	1,097,546	1,678,835
Law, order, public safety	2,716	2,763
Health	1,636	2,056
Education and welfare	9,495	10,000
Community amenities	950,690	83,916
Recreation and culture	107,731	159,329
Transport	24,607	22,584
Economic services	644	1,259
Other property and services	22,734	30,251
	2,217,799	1,990,993
<b>Non-operating grants, subsidies and contributions</b>		
Law, order, public safety	137,830	113,384
Education and welfare	15,000	0
Recreation and culture	35,000	90,000
Transport	2,422,805	2,368,767
Other property and services	0	22,500
	2,610,635	2,594,651
<b>Total grants, subsidies and contributions</b>	<b>4,828,434</b>	<b>4,585,644</b>

#### SIGNIFICANT ACCOUNTING POLICIES

##### Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

##### Grants, Donations and Other Contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 22. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

#### Interest earnings

-Municipal funds  
- Reserve funds  
Other Interest note (23(b))

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
-Municipal funds	506,273	414,960	486,092
- Reserve funds	240,110	258,420	205,608
Other Interest note (23(b))	282,497	284,700	267,503
	1,028,880	958,080	959,203



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

### (b) Expenses

	2018 Actual	2017 Actual
	\$	\$
<b>Auditors remuneration</b>		
- Audit of the Annual Financial Report	23,600	19,500
	23,600	19,500
<b>Interest expenses (finance costs)</b>		
Long term borrowings (refer Note 13(a))	997,101	1,045,540
	997,101	1,045,540
<b>Rental charges</b>		
- Operating leases	485,485	655,206
	485,485	655,206

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

		NOTE	2018	2017
3. CASH AND CASH EQUIVALENTS			\$	\$
Unrestricted			8,580,810	7,915,883
Restricted			12,285,209	9,508,119
			20,866,019	17,424,002
The following restrictions have been imposed by regulations or other externally imposed requirements:				
Administration Centre Reserve	5		363	10,587
Asset Sustainability Reserve	5		3,896,230	3,251,804
Beatty Park Leisure Centre Reserve	5		149,681	253,819
Capital Reserve	5		7,671	7,470
Cash In Lieu Parking Reserve	5		1,688,491	781,449
246 Vincent Street Building Reserve	5		536,594	527,031
Electronic Equipment Reserve	5		54,004	52,589
Hyde Park Lake Reserve	5		152,168	148,177
Land and Building Acquisition Reserve	5		284,213	276,761
Leederville Oval Reserve	5		222,530	216,694
Leederville Tennis Reserve	5		3,024	1,981
Loftus Community Centre Reserve	5		24,544	17,811
Loftus Recreation Centre Reserve	5		58,631	39,123
North Perth Tennis Reserve	5		47,925	42,049
Parking Facility and Equipment Reserve	5		100,899	98,182
Plant and Equipment Reserve	5		210,436	300,763
State Gymnastics Centre Reserve	5		83,757	96,639
Strategic Waste Management Reserve	5		21,402	20,842
Tamala Park Land Sales Reserve	5		3,478,572	2,022,698
Underground Power Reserve	5		200,690	195,426
Waste Management Plant and Equipment Reserve	5		210,145	546,224
Unspent grants	22		853,239	600,000
			12,285,209	9,508,119

#### SIGNIFICANT ACCOUNTING POLICIES

##### Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of

##### Cash and cash equivalents (Continued)

cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**4. INVESTMENTS**

**Current Asset**

Shares in unlisted corporation - North Perth Community Financial Services Ltd

2018	2017
\$	\$
11,000	0

**Non Current Asset**

Investment in WALGA Local Government House Trust \*

Shares in unlisted corporation - North Perth Community Financial Services Ltd

30,933	30,952
0	11,000
30,933	41,952

**Financial assets at fair value through profit and loss**

At the beginning of the year

At the end of the year

41,952	42,635
41,933	41,952

**\* Investment in WALGA Local Government House Trust**

This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 2 of which are held by the City of Vincent.

The City first capitalised its share in the Local Government House Trust in 2015, with the current valuation based on the trust's 30 June 2017 audited financial statements.

**SIGNIFICANT ACCOUNTING POLICIES**

**Classification and subsequent measurement**

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the City has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

**Impairment**

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**4. INVESTMENTS (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Impairment (Continued)**

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, (if any), between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the City no longer has any significant continual involvement in the risks and benefits associated with the asset.

FOR THE YEAR ENDED 30TH JUNE 2018

## 5. RESERVES - CASH BACKED

	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual	2018 Budget Opening Balance	2018 Budget Transfer to	2018 Budget Transfer (from)	2018 Budget Closing Balance	2017 Actual Opening Balance	2017 Actual Transfer to	2017 Actual Transfer (from)	2017 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Administration Centre Reserve	10,587	216	(10,440)	363	11,418	178	(10,440)	1,156	61,555	1,032	(52,000)	10,587
Asset Sustainability Reserve	3,251,804	644,426	0	3,896,230	3,246,209	93,035	0	3,339,244	1,720,356	1,531,448	0	3,251,804
Beatty Park Leisure Centre Reserve	253,819	7,062	(111,200)	149,681	252,933	4,741	(175,000)	82,674	214,164	309,118	(269,463)	253,819
Capital Reserve	7,470	201	0	7,671	8,264	237	0	8,501	99,262	2,207	(93,999)	7,470
Cash In Lieu Parking Reserve	781,449	994,091	(87,049)	1,688,491	782,114	80,767	(175,000)	687,881	648,657	167,956	(35,164)	781,449
246 Vincent Street Building Reserve	527,031	14,193	(4,630)	536,594	528,131	12,986	(150,000)	391,117	512,630	14,401	0	527,031
Electronic Equipment Reserve	52,589	1,415	0	54,004	52,666	1,509	0	54,175	51,171	1,418	0	52,589
Hyde Park Lake Reserve	148,177	3,991	0	152,168	148,486	4,256	0	152,742	144,127	4,050	0	148,177
Land and Building Acquisition Reserve	276,761	7,452	0	284,213	277,340	7,948	0	285,288	269,198	7,563	0	276,761
Leederville Oval Reserve	216,694	5,836	0	222,530	217,145	5,220	(70,000)	152,365	210,774	5,920	0	216,694
Leederville Tennis Reserve	1,981	1,043	0	3,024	1,976	1,041	0	3,017	975	1,006	0	1,981
Loftus Community Centre Reserve	17,811	6,733	0	24,544	17,899	6,751	0	24,650	20,946	6,717	(9,852)	17,811
Loftus Recreation Centre Reserve	39,123	58,883	(39,375)	58,631	39,329	58,441	(39,375)	58,395	26,544	57,579	(45,000)	39,123
North Perth Tennis Reserve	42,049	5,876	0	47,925	42,094	5,943	0	48,037	36,316	5,733	0	42,049
Parking Facility and Equipment Reserve	98,182	2,717	0	100,899	98,461	2,790	(2,250)	99,001	129,056	3,626	(34,500)	98,182
Plant and Equipment Reserve	300,763	6,673	(97,000)	210,436	303,210	4,541	(289,500)	18,251	398,316	9,447	(107,000)	300,763
State Gymnastics Centre Reserve	96,639	13,468	(26,350)	83,757	96,746	13,677	0	110,423	83,461	13,178	0	96,639
Strategic Waste Management Reserve	20,842	560	0	21,402	20,884	599	0	21,483	20,272	570	0	20,842
Tamala Park Land Sales Reserve	2,022,698	1,489,907	(34,033)	3,478,572	1,991,393	1,529,712	(48,040)	3,473,065	1,344,639	958,838	(280,779)	2,022,698
Underground Power Reserve	195,426	5,264	0	200,690	195,835	5,613	0	201,448	190,086	5,340	0	195,426
Waste Management Plant and Equipment Reserve	546,224	13,921	(350,000)	210,145	543,138	10,549	(350,000)	203,687	38,910	507,314	0	546,224
	8,908,119	3,283,928	(760,077)	11,431,970	8,875,671	1,850,534	(1,309,605)	9,416,600	6,221,415	3,614,461	(927,757)	8,908,119

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED (CONTINUED)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Administration Centre Reserve	Ongoing	For providing for major renovation, maintenance, repairs and replacement of the fixtures and fittings associated with the City's Administration and Civic Centre.
Asset Sustainability Reserve	Ongoing	For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years.
Beatty Park Leisure Centre Reserve	Ongoing	For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings.
Capital Reserve	Ongoing	For future major capital works and projects.
Cash In Lieu Parking Reserve	Ongoing	This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1.
246 Vincent Street Building Reserve	Ongoing	For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land.
Electronic Equipment Reserve	Ongoing	For the replacement and major upgrade of electronic equipment including, but not limited to computer hardware and software, information technology and communication equipment.
Hyde Park Lake Reserve	Ongoing	For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.
Land and Building Acquisition Reserve	Ongoing	To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.
Leederville Oval Reserve	Ongoing	For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.
Leederville Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the water bore and/or pump at the Leederville tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Loftus Community Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Loftus Recreation Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
North Perth Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the North Perth tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Parking Facility and Equipment Reserve	Ongoing	This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works.
Plant and Equipment Reserve	Ongoing	For the purchase of replacement plant and equipment associated with City's works.
State Gymnastics Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Strategic Waste Management Reserve	Ongoing	Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).
Tamala Park Land Sales Reserve	Ongoing	For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City.
Underground Power Reserve	Ongoing	For the purpose of funding the City's contribution to approved underground power projects.
Waste Management Plant and Equipment Reserve	Ongoing	For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**1. TRADE AND OTHER RECEIVABLES**

**Current**

Rates outstanding  
Sundry debtors  
GST receivable  
Infringement Debtor  
Deposits and prepayments

**Non-current**

Rates outstanding - pensioners  
Infringement debtors - non current

	2018	2017
	\$	\$
Rates outstanding	488,384	218,492
Sundry debtors	1,026,930	1,963,640
GST receivable	0	106,688
Infringement Debtor	1,375,633	2,312,448
Deposits and prepayments	248,508	365,578
	3,139,455	4,966,846
Rates outstanding - pensioners	131,028	119,936
Infringement debtors - non current	1,066,403	0
	1,197,431	119,936

The amount shown above as Rates Outstanding - Pensioners is deferred in accordance with the Rates and Charges (Rebate and Deferments) Act 1992.

**Rates outstanding**

Includes:

Past due and not impaired

Past due and not impaired	488,384	218,492
Sundry debtors		
Includes:		
Past due and not impaired	915,157	699,625
Infringement debtors		
Includes:		
Past due and not impaired	2,635,641	2,312,448
Impaired	(286,620)	0
	2,349,021	2,312,448

**Sundry debtors**

Includes:

Past due and not impaired

**Infringement debtors**

Includes:

Past due and not impaired

Impaired

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**Classification and subsequent measurement**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**7. INVENTORIES**

**Current**

Depot  
Beatty Park Leisure Centre

**Non-current**

Land held for development (TPRC)

2018	2017
\$	\$
93,652	117,950
90,690	63,294
184,342	181,244
105,822	105,822
105,822	105,822

**SIGNIFICANT ACCOUNTING POLICIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land held for sale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

**Land held for sale (Continued)**

Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on TPRC's intentions to release for sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

**8 (a). PROPERTY, PLANT AND EQUIPMENT**

	2018	2017
	\$	\$
Land and buildings		
Land - freehold land at:		
- Independent valuation 2017 - level 2	128,067,500	128,067,500
	128,067,500	128,067,500
Buildings at:		
- Independent valuation 2017 - level 2	2,888,800	2,888,800
- Independent valuation 2017 - level 3	150,420,000	150,420,000
- Management valuation 2017 - level 3	80,441,724	80,441,724
Additions after valuation - cost	1,125,880	0
Less: accumulated depreciation	(74,088,821)	(70,091,100)
	160,787,583	163,659,424
Total land and buildings	288,855,083	291,726,924
Furniture and equipment at:		
- Management valuation 2016	3,359,070	3,359,070
Additions after valuation - cost	1,043,652	919,581
Less: accumulated depreciation	(2,957,295)	(2,720,235)
	1,445,427	1,558,416
Plant and equipment at:		
- Management valuation 2016	9,009,619	9,009,619
Additions after valuation - cost	2,450,800	2,768,148
Less: accumulated depreciation	(6,362,801)	(6,219,777)
	5,097,618	5,557,990
PPE - Work in Progress at:		
Additions - cost	726,044	461,367
	726,044	461,367
<b>Total property, plant and equipment</b>	<b>296,124,172</b>	<b>299,304,697</b>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Work in Progress - Buildings	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	41,915,327	12,930,000	54,845,327	154,162,683	209,008,010	812,334	4,207,550	910,483	214,938,377
Additions	0	0	0	1,152,873	1,152,873	919,581	2,768,148	141,167	4,981,769
Disposals	0	0	0	0	0	0	(223,166)	0	(223,166)
Revaluation increments/ (decrements) transferred to revaluation surplus	86,152,173	(12,930,000)	73,222,173	11,080,355	84,302,528	0	0	0	84,302,528
Depreciation expense	0	0	0	(3,326,771)	(3,326,771)	(218,833)	(1,149,207)	0	(4,694,811)
Transfers	0	0	0	590,284	590,284	45,334	(45,335)	(590,283)	0
Carrying amount at 30 June 2017	128,067,500	0	128,067,500	163,659,424	291,726,924	1,558,416	5,557,990	461,367	299,304,697
Additions	0	0	0	826,022	826,022	383,887	933,561	726,043	2,869,513
Disposals	0	0	0	0	0	(57,200)	(129,208)	0	(186,408)
Written off	0	0	0	0	0	(46,505)	(8,213)	0	(54,718)
Depreciation expense	0	0	0	(3,997,722)	(3,997,722)	(393,171)	(1,256,512)	0	(5,647,405)
Transfer to Expense	0	0	0	0	0	0	0	(161,507)	(161,507)
Transfers	0	0	0	299,859	299,859	0	0	(299,859)	0
Carrying amount at 30 June 2018	128,067,500	0	128,067,500	160,787,583	288,855,083	1,445,427	5,097,618	726,044	296,124,172



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	2	Market Approach	Independent valuation	June 2017	Price per square metre
Buildings	2/3	Cost and Market Approach	Independent valuation	June 2017	Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount.
<b>Furniture and equipment</b>					
Furniture and equipment	2/3	Cost and Market Approach	Independent/ Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
<b>Plant and equipment</b>					
Plant & equipment	2/3	Cost and Market Approach	Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
Work in Progress - Buildings	3	Cost approach	At cost	June 2018	Construction costs and current condition - Level 3.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9 (a). INFRASTRUCTURE

	2018	2017
	\$	\$
Infrastructure - Roads		
- Management valuation 2018	140,971,626	0
- Management valuation 2015	0	105,955,896
Additions after valuation - cost	0	4,759,402
Less: accumulated depreciation	(31,100,566)	(54,345,367)
	109,871,060	56,369,931
Infrastructure - Foothpaths		
- Management valuation 2018	30,080,951	0
- Management valuation 2015	0	33,473,683
Additions after valuation - cost	0	3,135,267
Less: accumulated depreciation	(10,090,083)	(14,530,565)
	19,990,868	22,078,385
Infrastructure - Right of Way		
- Management valuation 2018	11,343,528	0
- Management valuation 2015	0	8,785,076
Additions after valuation - cost	0	462,029
Less: accumulated depreciation	(2,689,655)	(5,908,876)
	8,653,873	3,338,229
Infrastructure - Drainage		
- Management valuation 2018	28,902,658	0
- Management valuation 2015	0	27,737,396
Additions after valuation - cost	0	273,193
Less: accumulated depreciation	(11,627,322)	(10,795,451)
	17,275,336	17,215,138
Infrastructure - Park Development		
- Management valuation 2018	15,981,258	0
- Management valuation 2015	0	19,243,268
Additions after valuation - cost	0	1,624,261
Less: accumulated depreciation	(4,749,721)	(6,443,716)
	11,231,537	14,423,813
Infrastructure - Car Park Development		
- Management valuation 2018	8,097,013	0
- Management valuation 2015	0	7,778,628
Additions after valuation - cost	0	204,324
Less: accumulated depreciation	(4,654,634)	(2,982,210)
	3,442,379	5,000,742
Other Infrastructure Assets		
- Management valuation 2018	13,845,323	0
- Management valuation 2016	0	351,346
- Management valuation 2015	0	9,060,255
Additions after valuation - cost	0	1,261,402
Less: accumulated depreciation	(6,247,943)	(5,119,708)
	7,597,380	5,553,295
Infrastructure - Work in Progress		
Additions - cost	1,664,612	1,408,251
Less: accumulated depreciation	0	0
	1,664,612	1,408,251
<b>Total infrastructure</b>	<b>179,727,045</b>	<b>125,387,784</b>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Right of Way	Infrastructure - Drainage	Infrastructure - Park Development	Infrastructure - Car Park Development	Other Infrastructure Assets	Infrastructure - Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	56,203,636	21,141,747	3,243,331	17,307,777	14,920,062	5,084,840	5,382,918	1,949,447	125,233,75
Additions	1,356,079	1,060,478	225,028	138,112	587,827	83,961	449,546	653,138	4,554,16
Depreciation expense	(1,742,663)	(575,950)	(130,130)	(230,751)	(1,084,076)	(168,059)	(468,514)	0	(4,400,14
Transfers	552,879	452,110	0	0	0	0	189,345	(1,194,334)	
Carrying amount at 30 June 2017	56,369,931	22,078,385	3,338,229	17,215,138	14,423,813	5,000,742	5,553,295	1,408,251	125,387,78
Additions	1,969,411	523,831	292,966	310,365	598,826	210,318	290,990	1,664,612	5,861,31
Written off	0	0	0	0	(8,154)	(9,408)	(18,983)	0	(36,54
Revaluation increments/ (decrements) transferred to revaluation surplus	53,097,326	(2,836,077)	5,142,685	(17,645)	(291,121)	(524,599)	2,255,755	0	56,826,32
Revaluation (loss)/ reversals transferred to profit or loss	0	0	0	0	(2,466,925)	(1,105,638)	0	0	(3,572,56
Depreciation expense	(1,979,442)	(638,994)	(142,960)	(232,522)	(1,026,214)	(170,350)	(548,792)	0	(4,739,27
Transfers	413,834	863,723	22,953	0	1,312	41,314	65,115	(1,408,251)	
Carrying amount at 30 June 2018	109,871,060	19,990,868	8,653,873	17,275,336	11,231,537	3,442,379	7,597,380	1,664,612	179,727,04

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Foothpaths	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Right of Way	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Drainage	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Car Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Other Infrastructure Assets	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Work in Progress	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 3.
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.					

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 10. FIXED ASSETS

### SIGNIFICANT ACCOUNTING POLICIES

#### Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

#### Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

#### Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

#### Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

10. FIXED ASSETS (CONTINUED)

(a) Disposals of Assets

The following assets were disposed of during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
	\$	\$	\$	\$	\$	\$	\$
<b>Plant and Equipment</b>							
Law, order, public safety	39,370	57,166	22,337	(4,540)	35,560	52,500	16,94
Community amenities	20,105	37,491	17,386	0	34,360	47,000	12,64
Recreation and culture	76,431	95,574	20,828	(1,685)	17,560	22,500	4,94
Transport	0	138	138	0	0	0	
Other property and services	50,502	135,942	89,681	(4,241)	38,980	82,500	43,52
	186,408	326,311	150,369	(10,466)	126,460	204,500	78,04

(b) Fixed assets written off

The following assets were written off during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
	\$	\$	\$	\$	\$	\$	\$
<b>Plant and Equipment</b>							
Recreation and culture	8,383	0	0	(8,383)	0	0	
Economic services	36,530	0	0	(36,530)	0	0	
Other property and services	9,806	0	0	(9,806)	0	0	
	54,719	0	0	(54,719)	0	0	
<b>Infrastructure</b>							
Community amenities	4,065	0	0	(4,065)	0	0	
Recreation and culture	23,989	0	0	(23,989)	0	0	
Transport	8,413	0	0	(8,413)	0	0	
Other property and services	78	0	0	(78)	0	0	
	36,545	0	0	(36,545)	0	0	
<b>Total written off</b>	91,264	0	0	(91,264)	0	0	

(c) Depreciation

	2018	2017
	\$	\$
Buildings	3,997,722	3,326,771
Furniture and equipment	393,171	218,833
Plant and equipment	1,256,512	1,149,207
Infrastructure - Roads	1,979,442	1,742,663
Infrastructure - Footpaths	638,994	575,950
Infrastructure - Right of Way	142,960	130,130
Infrastructure - Drainage	232,522	230,751
Infrastructure - Park Development	1,026,214	1,084,076
Infrastructure - Car Park Development	170,350	168,059
Other Infrastructure Assets	548,792	468,514
	10,386,679	9,094,953

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**10. FIXED ASSETS (CONTINUED)**

**(c) Depreciation (Continued)**

**SIGNIFICANT ACCOUNTING POLICIES**

**Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Depreciation rates**

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 75 years
Furniture and equipment	3 to 40 years
Plant and equipment	2.5 to 35 years
Sealed roads and streets	
Subgrade structure	1,000 to 10,000 years
Pavement structure	20 to 120 years
Surface structure	20 to 120 years
Footpaths	13 to 113 years
Surface water channels	50 years
Drainage systems	120 years
Car park infrastructure	
Car park pavement	100 to 999 years
Car park seal	30 to 50 years
Car park other infrastructure	20 to 60 years
Parks infrastructure	
Reticulation	20 years
Parks other infrastructure	3 to 80 years

**Depreciation (Continued)**

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement**

The City measures the following assets and liabilities on a recurring basis:

- Financial Assets – Investments
- Land and Buildings
- Furniture and Equipment
- Plant and Equipment
- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The City does not measure any other assets and liabilities at fair value on a non-recurring basis.

The following table provides the fair values of the City's assets measured and recognised on a recurring basis after initial recognition and their categorisation within the fair value hierarchy:

**Recurring Fair Value Measurements****Financial Assets 30 June 2018**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Investment	4	-	41,933	-	41,933

**Financial Assets 30 June 2017**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Investment	4	-	41,952	-	41,952

**Non-Financial Assets 30 June 2018**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	157,898,783	160,787,583
Plant and Equipment	8	-	-	5,097,618	5,097,618
Furniture and Equipment	8	-	-	1,445,427	1,445,427
Roads	9	-	-	109,871,060	109,871,060
Footpaths	9	-	-	19,990,868	19,990,868
Rights of Way	9	-	-	8,653,873	8,653,873
Drainage	9	-	-	17,275,336	17,275,336
Park Development	9	-	-	11,231,537	11,231,537
Car Park Development	9	-	-	3,442,379	3,442,379
Other Infrastructure	9	-	-	7,597,380	7,597,380
Work in Progress - PPE	8	-	-	726,044	726,044
Work in Progress - Infrastructure	9	-	-	1,664,612	1,664,612
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>130,956,300</b>	<b>344,894,917</b>	<b>475,851,217</b>

**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement (Continued)****Non-Financial Assets 30 June 2017 - Re-stated**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	160,770,624	163,659,424
Plant and Equipment	8	-	5,508,449	49,541	5,557,990
Furniture and Equipment	8	-	142,960	1,415,456	1,558,416
Roads	9	-	-	56,369,931	56,369,931
Footpaths	9	-	-	22,078,385	22,078,385
Rights of Way	9	-	-	3,338,229	3,338,229
Drainage	9	-	-	17,215,138	17,215,138
Park Development	9	-	-	14,423,813	14,423,813
Car Park Development	9	-	-	5,000,742	5,000,742
Other Infrastructure	9	-	-	5,553,295	5,553,295
Work in Progress - PPE	8	-	-	461,367	461,367
Work in Progress - Infrastructure	9	-	-	1,408,251	1,408,251
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>136,607,709</b>	<b>288,084,772</b>	<b>424,692,481</b>

## 0. FIXED ASSET (CONTINUED)

### (d) Fair Value Measurement (Continued)

#### Valuation techniques and inputs used to derive fair values

##### Recurring fair value measurements

##### Land

The City's land was valued by independent valuers as at 30 June 2017. The valuation has been conducted in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment, as well as the Local Government Act 1995 and accompanying regulations. The valuation excludes any Asset held for sale, under construction or work in progress, finance costs, stock or inventory, goodwill and intellectual property.

Both improved and unimproved land have been valued in accord the prevailing zoning/reservation or likely zoning. In determining value, sales evidence of comparable property has been collated and analysed across the various localities within the City of Vincent and used to determine the value of the subject land.

With regard to land that is currently zoned Parks, Recreation and/or for Public Purpose, having a highly restricted use, it is difficult with any degree of confidence in applying the typical valuation method of direct comparable sales evidence consistent with the Level 2 input. These were subsequently valued at the Level 3 valuation input hierarchy by using the professional judgement of a Registered Valuer who investigated land value within a wider general area of the region where traditionally land values are at their lowest. The appropriate sales of this marginal land was then applied to the subject property after making due allowances for location, size and utility. This provided only a low level of comparability.

##### Buildings

The Building asset class includes buildings owned by City of Vincent which have been measured at market value as at 30 June 2017. City's valuer has researched sales evidence across the relevant local markets. Value adjustments for considerations such as location, development potential, aspect, size and date of sale have been made to the most appropriate evidence to determine fair value.

The City's building & improvement assets such as the City's Depot, Community Halls and Club houses, Pavilion, etc which are considered to be of a "specialised nature" (non – market type properties which are not readily traded in the market place) are valued in 2017 by professionally qualified Registered Valuers using the cost approach. This approach is commonly referred to as the depreciated replacement cost (DRC).

The "DRC" approach considers the cost (sourced from cost guides such as Rawlinsons, Cordell, professional quantity surveyors and recent construction costs for similar projects throughout Western Australia) to reproduce or replace similar assets with an asset in new condition, including allowance for installation, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence. The depreciation consists of a combination of unit rates based on square metres and quantification of the component parts of the asset (level 2 valuation inputs). Other inputs (i.e. remaining useful life, asset condition and utility) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, specialised building assets were classified as having been valued using Level 3 valuation inputs.

##### Plant and Equipment

Plant and equipment were revalued in 2016 as part of the mandatory requirements embodied in Local Government (Financial Management) Regulation 17A. Whilst the additions since 1 July 2016 have been brought in the books at cost given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered that the recorded written down values approximate fair values. Thus, the value of the class of assets in the City's books is considered to be in accordance with Local Government (Financial Management (Regulation) 17A (2), which requires these assets to be shown at fair value.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, model, year of manufacture and condition.



**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement (Continued)****Valuation techniques and inputs used to derive fair values (continued)****Infrastructure Assets**

The infrastructure assets valuation was carried out by an independent valuer in 2018. The assets which were the focus of this project included the following:

- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The valuation was undertaken using the City's inventory data. The data for car parks and parks had recently been updated and are of a moderate to high confidence level. The inventory of drainage is of a low confidence level.

The valuation process has been performed in accordance with accepted accounting standards (e.g. AASB 116 and AASB 13) and other best practice asset and financial management guides (e.g. International Infrastructure Management Manual© and Australian Infrastructure Financial Management Guidelines©). All assets have been valued using unit rate costs, sourced from the City, local suppliers or the Rawlinsons Australian Construction Handbook.

**Disclosed Fair Value Measurements**

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair value are disclosed in the notes:

Description	Note	Fair Value Hierarchy Level	Valuation Technique(s)	Inputs Used
<b>Assets</b>				
Receivables - Infringements		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments
<b>Liabilities</b>				
Borrowings		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

11. REVALUATION SURPLUS

	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	2018 Total Movement on Revaluation	2018 Closing Balance	2017 Opening Balance	2017 Revaluation (Decrement)	2017 Total Movement on Revaluation	2017 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	125,380,529	0	0	0	125,380,529	52,158,356	73,222,173	73,222,173	125,380,529
Revaluation surplus - Buildings	115,951,868	0	0	0	115,951,868	104,871,513	11,080,355	11,080,355	115,951,868
Revaluation surplus - Furniture and equipment	206,609	0	0	0	206,609	206,609	0	0	206,609
Revaluation surplus - Plant and equipment	2,113,335	0	0	0	2,113,335	2,113,335	0	0	2,113,335
Revaluation surplus - Joint Venture in Mindarie Regional Council	2,512,379	86,840	0	86,840	2,599,219	2,458,319	54,060	54,060	2,512,379
Revaluation surplus - Joint Venture in Tamala Park Regional Council	529	0	0	0	529	529	0	0	529
Revaluation surplus - Infrastructure - Roads	28,483,439	53,097,326	0	53,097,326	81,580,765	28,483,439	0	0	28,483,439
Revaluation surplus - Infrastructure - Foothpaths	15,706,778	0	(2,836,077)	(2,836,077)	12,870,701	15,706,778	0	0	15,706,778
Revaluation surplus - Infrastructure - Right of Way	0	5,142,685	0	5,142,685	5,142,685	0	0	0	0
Revaluation surplus - Infrastructure - Drainage	3,091,488	0	(17,645)	(17,645)	3,073,843	3,091,488	0	0	3,091,488
Revaluation surplus - Infrastructure - Park Development	291,121	0	(291,121)	(291,121)	0	291,121	0	0	291,121
Revaluation surplus - Infrastructure - Car Park Development	524,599	0	(524,599)	(524,599)	0	524,599	0	0	524,599
Revaluation surplus - Other Infrastructure Assets	351,346	2,255,755	0	2,255,755	2,607,101	351,346	0	0	351,346
	294,614,020	60,582,606	(3,669,442)	56,913,164	351,527,184	210,257,432	84,356,588	84,356,588	294,614,020

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 12. TRADE AND OTHER PAYABLES

### Current

Sundry creditors  
Accrued expenses  
Contribution liabilities

2018	2017
\$	\$
2,772,939	2,485,690
1,061,017	899,211
498,790	1,717,287
4,332,746	5,102,188

### SIGNIFICANT ACCOUNTING POLICIES

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect

#### Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

FOR THE YEAR ENDED 30TH JUNE 2018

## 13. INFORMATION ON BORROWINGS

## (a) Repayments - Borrowings

Particulars	Principal	Principal Repayments		Principal 30 June 2018		Interest Repayments	
	1 July 2017	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>							
Loan 2 246 Vincent Street DLGSC building	5,778,111	201,535	201,536	5,576,576	5,576,575	402,563	401,620
Loan 5 Loftus Centre Redevelopment	1,971,067	144,177	144,177	1,826,890	1,826,890	133,915	133,268
Loan 6 Underground Car Park Loftus Rec	1,254,662	223,795	223,796	1,030,866	1,030,866	51,852	51,852
Loan 10 Beatty Park Redevelopment	6,774,142	311,891	311,889	6,462,251	6,462,253	408,771	408,890
	15,777,982	881,398	881,398	14,896,583	14,896,584	997,101	995,630

All loan repayments were financed by general purpose revenue.

## Borrowings

	2018	2017
	\$	\$
Current	948,227	881,398
Non-current	13,948,356	14,896,584
	14,896,583	15,777,982

## (b) Undrawn Borrowing Facilities

## Credit Standby Arrangements

Credit card limit	50,000	50,000
Credit card balance at balance date	(7,417)	(4,548)
<b>Total amount of credit unused</b>	<b>42,583</b>	<b>45,452</b>

## Loan facilities

Loan facilities - current	948,227	881,398
Loan facilities - non-current	13,948,356	14,896,584
<b>Total facilities in use at balance date</b>	<b>14,896,583</b>	<b>15,777,982</b>

## Unused loan facilities at balance date

NIL NIL

## SIGNIFICANT ACCOUNTING POLICIES

## Financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

## Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

#### 14. PROVISIONS

##### Opening balance at 1 July 2017

Current provisions

Non-current provisions

Additional provision

##### Balance at 30 June 2018

##### Comprises

Current

Non-current

	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
Opening balance at 1 July 2017			
Current provisions	1,772,315	1,714,443	3,486,758
Non-current provisions	0	334,102	334,102
	1,772,315	2,048,545	3,820,860
Additional provision	(69,069)	44,423	(24,646)
Balance at 30 June 2018	1,703,246	2,092,968	3,796,214
Comprises			
Current	1,703,246	1,663,855	3,367,101
Non-current	0	429,113	429,113
	1,703,246	2,092,968	3,796,214

#### SIGNIFICANT ACCOUNTING POLICIES

##### Employee benefits

##### Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

##### Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

##### Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

##### Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 15. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
<b>Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	(842,786)	1,007,939	3,821,308
Non-cash flows in Net result:			
Depreciation	10,386,679	9,663,980	9,094,953
(Profit)/Loss on Sale of Asset	(139,903)	(411,373)	(128,744)
Assets expensed during the year	161,507	0	0
Fixed assets written off	91,264	0	0
Net Share of Interests in Joint Ventures	(325,217)	0	(23,213)
Change in Equity WALGA Local Govt House Trust	19	0	683
Profit on Assets Held for Sale (TPRC)	(462,233)	0	(245,788)
Loss on revaluation of fixed assets	3,572,563	0	0
Changes in assets and liabilities:			
Increase/(Decrease) in Provisions	(24,646)	0	263,524
Increase/(Decrease) in Income in Advance	0	0	(732,601)
Increase/(Decrease) in Accrued Income	0	0	165,033
(Increase)/decrease in Receivables	749,896	164,398	(967,737)
(Increase)/Decrease in Inventories	(3,098)	(1,984)	(11,183)
(Increase)/Decrease in Prepayments	0	0	(231,024)
Increase/(decrease) in payables	(769,442)	166,437	(1,150,703)
GST Movement	0	0	(16,370)
Grants contributions for the development of assets	(2,610,635)	(2,692,344)	(2,548,355)
Net cash from operating activities	9,783,968	7,897,053	7,289,783

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2018	2017
	\$	\$
Governance	24,589,440	23,873,834
General purpose funding	3,366,786	1,363,680
Law, order, public safety	2,645,288	2,565,028
Health	4,877,550	22,214,900
Education and welfare	18,711,660	19,062,798
Community amenities	3,934,262	3,087,346
Recreation and culture	235,250,879	222,781,658
Transport	196,304,660	140,613,980
Other property and services	21,175,594	20,898,006
	510,856,121	456,461,230

## 17. CONTINGENT LIABILITIES

### Mindarie Regional Council

In line with other equity holders in the Mindarie Regional Council (MRC), the City of Vincent has guaranteed, proportionate to its equity share (1/12), the obligations of MRC to the contractor which built and is now operating the Neerabup Resource Recovery Facility. The financial guarantee is to provide comfort to the operator (and its financiers) by providing a direct contractual relationship between each member council and the operator.

The guarantee can be called upon in the event of a default event during the contractor's operation of the facility. The share of the liability that could be generated by the exercise of the guarantee is estimated at an amount between \$1.5 million and \$7.2 million depending on the time of any such default event. The guarantee expires on 15 July 2019.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 18. CAPITAL AND LEASING COMMITMENTS

### (a) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects
- plant & equipment purchases

Payable:

- not later than one year

2018	2017
\$	\$
873,131	472,567
192,551	157,235
1,065,682	629,802

### (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

Payable:

- not later than one year
- later than one year but not later than five years

131,347	282,638
43,272	194,011
174,619	476,649

### SIGNIFICANT ACCOUNTING POLICIES

#### Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

#### Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 19. INTERESTS IN JOINT VENTURES

### (a) Non-current assets

Mindarie Regional Council  
Tamala Park Regional Council

2018	2017
\$	\$
5,658,875	5,496,159
3,811,027	3,432,788
9,469,902	8,928,947

#### Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The valuation as shown below is, at the time of preparation of these statements.

	2018	2017
	\$	\$
	Audited	Unaudited
Current Assets	2,837,000	2,431,812
Non-Current Assets	4,843,312	5,016,406
<b>Total Assets</b>	<b>7,680,312</b>	<b>7,448,218</b>
Current Liabilities	609,484	579,955
Non-Current Liabilities	1,411,953	1,372,104
<b>Total Liabilities</b>	<b>2,021,437</b>	<b>1,952,059</b>
<b>Net Assets</b>	<b>5,658,875</b>	<b>5,496,159</b>

#### Tamala Park Regional Council

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

	2018	2017
	\$	\$
	Audited	Unaudited
Current Assets	3,674,821	3,293,688
Non-Current Assets	160,810	162,490
<b>Total Assets</b>	<b>3,835,631</b>	<b>3,456,178</b>
Current Liabilities	24,175	23,174
Non-Current Liabilities	429	216
<b>Total Liabilities</b>	<b>24,604</b>	<b>23,390</b>
<b>Net Assets</b>	<b>3,811,027</b>	<b>3,432,788</b>
<b>Total Interest in Joint Ventures</b>	<b>9,469,902</b>	<b>8,928,947</b>

## 19. INTERESTS IN JOINT VENTURES (CONTINUED)

## (b) Change in Equity

	Note	2018	2017
		\$	\$
<b>Investment in Mindarie Regional Council</b>			
Opening Balance (based on audited financials)		5,496,159	5,418,516
Changes on Revaluation of Non-Current Assets		86,837	54,060
Net Share of Interests in Mindarie Regional Council		75,879	23,583
<b>Closing Balance (based on audited financials)</b>		<b>5,658,875</b>	<b>5,496,159</b>
<b>Investment in Tamala Park Regional Council</b>			
Opening Balance (based on draft financials)		3,432,788	4,101,714
Proceeds from Sale of Land		1,836,294	1,661,093
Land Development Expenses		(1,374,060)	(1,412,983)
Net Share of Interests in Tamala Park Regional Council - Rates		0	0
		<b>462,234</b>	<b>248,110</b>
Proceeds Distribution		(333,333)	(916,666)
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>249,338</b>	<b>(370)</b>
<b>Closing Balance (Based on audited financials)</b>		<b>3,811,027</b>	<b>3,432,788</b>
Net Share of Interests in Mindarie Regional Council		75,879	23,583
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>325,217</b>	<b>23,213</b>
<b>Non Current Assets</b>			
Land Held for Development	7	105,822	105,822
Interest in TPRC Joint Venture		3,811,027	3,432,788
		<b>3,916,849</b>	<b>3,538,610</b>

**SIGNIFICANT ACCOUNTING POLICIES****Interests in joint arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method.

**Interests in joint arrangements (Continued)**

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS

### Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
Meeting Fees	207,730	208,130	195,387
Mayor's allowance	62,727	62,730	58,247
Deputy Mayor's allowance	15,682	15,680	15,682
Travelling expenses	39	1,500	257
Telecommunications allowance	22,500	22,500	23,029
Stationery/Printing	2,196	3,000	2,833
Other Expenses	523	1,300	687
Child Care	5,012	3,000	1,826
	316,409	317,840	297,948

### Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

	2018	2017
	\$	\$
Short-term employee benefits	1,030,773	1,130,057
Post-employment benefits	101,596	138,825
Other long-term benefits	113,577	135,659
	1,245,946	1,404,541

#### Short-term employee benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

#### Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### Other long-term benefits

These amounts represent long service benefits accruing during the year.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS (CONTINUED)

### Transactions with related parties

Transactions between related parties, and the City are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:

	2018	2017
	\$	\$
Sale of goods and services	59,155	58,748
Purchase of goods and services	2,407,557	2,367,378
<b>Joint venture entities:</b>		
Distributions received from joint venture entities	333,333	916,666
<b>Amounts outstanding from related parties:</b>		
Trade and other receivables	824	5,394
<b>Amounts payable to related parties:</b>		
Trade and other payables	27,613	58,371
Loans from associated entities	3,784	9,816

### Related Parties

The City's main related parties are as follows:

i. *Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. *Joint venture entities accounted for under the proportionate consolidation method*

The City has a one-twelfth interest Mindarie Regional Council and Tamala Park Regional Council. The interest in the joint venture entity is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture entities, refer to Note 19.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 21. MAJOR LAND TRANSACTIONS

Tamala Park Regional Council – Development of Catalina Estate

### (a) Details

The City is a participant (along with the Cities of Joondalup, Perth, Stirling, Wanneroo and the Towns of Cambridge and Victoria Park) in the operations of the Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop the Catalina Estate - approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City has a one twelfth (1/12) equity in the assets and liabilities of the development and the net proceeds of the land development; as well as a one twelfth (1/12) share in the asset of the lands held for development.

During the financial year ended 30 June 2018, the sale of 74 lots was settled. The City's share of the sale proceeds received by TPRC was \$1,836,293; and the City's share of the development and selling costs was \$1,374,060; resulting in a net gain on the disposal of the developed land as \$462,233. This note should also be read in conjunction with Note 19 Interests in Joint Ventures.

### (b) Current year transactions

	2018 Actual	2017 Actual
	\$	\$
<b>Operating income</b>		
- Profit on sale	333,333	916,666
<b>Capital income</b>		
- Proceeds from Sale of Land	1,502,961	744,427
<b>Capital expenditure</b>		
- Acquisition Cost of land Developed	(1,374,060)	(1,412,983)
- Land Development Costs	0	(2,322)
	(1,374,060)	(1,415,305)
<b>Profit/(Loss) on Sale of Land Assets (TPRC)</b>	462,233	245,788

### (c) Expected Future Cash Flows

	2019	2020	2021	2022	2023
<b>Cash outflows</b>					
- Development costs	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
<b>Cash inflows</b>					
- Sale proceeds	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
<b>Net cash flows</b>	1,107,902	1,789,730	2,980,944	3,218,837	2,885,350
	2024	2025	2026	2027	2028
	\$	\$	\$	\$	\$
<b>Cash outflows</b>					
- Development costs	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
<b>Cash inflows</b>					
- Sale proceeds	5,365,680	4,122,673	6,527,700	2,444,907	0
	5,365,680	4,122,673	6,527,700	2,444,907	0
<b>Net cash flows</b>	2,830,669	2,089,729	4,260,701	2,052,654	(78,775)

### (d) Assets and liabilities

#### Land held for resale per Note 7

#### Non-Current

Land held for resale - cost  
Cost of acquisition

	2018	2017
	\$	\$
	150,000	105,822
	150,000	105,822

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance <sup>(1)</sup> 1/07/16	Closing Balance <sup>(1)</sup> 30/06/17	Received <sup>(2)</sup> 2017/18	Expended <sup>(3)</sup> 2017/18	Closing Balance 30/06/18
	\$	\$	\$	\$	\$
<b>Education and welfare</b>					
Share, Learn, Connect project	0	0	8,000	0	8,000
Dept of Communities	0	0	1,495	0	1,495
<b>Transport</b>					
Main Roads WA- Pedestrian crossing	600,000	600,000	0	0	600,000
Black Spot	0	0	16,000	0	16,000
North Perth Public Open Space	0	0	250,000	(22,256)	227,744
<b>Total</b>	600,000	600,000	275,495	(22,256)	853,239

**Notes:**

- (1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.
- (2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.
- (3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 23. RATING INFORMATION

### (a) Rates

RATE TYPE	Rate in \$	Number of Properties	Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>Differential general rate / general rate</b>											
<b>Gross rental valuations</b>											
Residential	6.2890	12,231	304,582,824	19,155,218	341,441	25,291	19,521,950	19,164,597	315,000	30,000	19,509,597
Other	6.4890	1,658	129,886,050	8,427,524	(229,372)	2,852	8,201,004	8,197,230	50,000	0	8,247,230
Vacant Other	12.2360	42	2,659,300	325,392	(24,369)	(1,708)	299,315	331,449	10,000	0	341,449
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		13,931	437,128,174	27,908,134	87,700	26,435	28,022,269	27,693,276	375,000	30,000	28,098,276
<b>Minimum payment</b>											
<b>Gross rental valuations</b>											
Residential	1,100	4,284	62,344,682	4,712,400	138,383	938	4,851,721	4,699,200	0	0	4,699,200
Other	1,100	129	1,423,005	141,900	(3,662)	337	138,575	136,400	0	0	136,400
Vacant Other	1,414	4	41,700	5,656	0	0	5,656	5,656	0	0	5,656
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		4,417	63,809,387	4,859,956	134,721	1,275	4,995,952	4,841,256	0	0	4,841,256
<b>Total</b>		18,348	500,937,561	32,768,090	222,421	27,710	33,018,221	32,534,532	375,000	30,000	32,939,532
Rates paid in advance							359,527				0
<b>Total amount raised from general rate</b>							33,377,748				32,939,532

### SIGNIFICANT ACCOUNTING POLICIES

#### Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 23. RATING INFORMATION (Continued)

### (b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rate
		\$	%	%
<b>Option One</b>				
Single full payment	12-Sep-17	0.00	0.00%	0.00%
<b>Option Two</b>				
First instalment	12-Sep-17	0.00	0.00%	11.00%
Second instalment	06-Nov-17	13.00	5.50%	11.00%
Third instalment	08-Jan-18	13.00	5.50%	11.00%
Fourth instalment	06-Mar-18	13.00	5.50%	11.00%

	2018	2018 Budget
	\$	\$
Interest on unpaid rates	125,036	108,500
Interest on instalment plan	157,461	176,000
Interest on Cash in lieu plan	0	200
	282,497	284,700
Charges on instalment plan	5.50%	5.50%

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 24 NET CURRENT ASSETS

Composition of net current assets for  
the purposes of the Rate Setting Statement

	2018 (30 June 2018 Carried Forward)	2018 (1 July 2017 Brought Forward)	2017 (30 June 2017 Carried Forward)
	\$	\$	\$
<b>Surplus/(Deficit) 1 July 17 brought forward</b>	5,524,402	4,475,025	4,475,025
<b>CURRENT ASSETS</b>			
Cash and cash equivalents			
Unrestricted	9,434,050	8,515,883	8,515,883
Restricted	11,431,969	8,908,119	8,908,119
Investments			
Shares in unlisted corporation - North Perth Community Financial Services Ltd	11,000	0	0
Receivables			
Rates outstanding	488,384	218,492	218,492
Sundry debtors	1,026,930	1,963,640	1,963,640
GST receivable	0	106,688	106,688
Infringement Debtor	1,375,633	2,312,448	2,312,448
Deposits and prepayments	248,508	365,577	365,577
Inventories			
Depot	93,652	117,950	117,950
Beatty Park Leisure Centre	90,690	63,294	63,294
<b>LESS: CURRENT LIABILITIES</b>			
Trade and other payables			
Sundry creditors	(3,105,237)	(2,667,871)	(2,667,871)
ATO liabilities	332,298	182,180	182,180
Accrued expenses	(1,061,017)	(899,211)	(899,211)
Contribution liabilities	(498,790)	(1,717,287)	(1,717,287)
Current portion of long term borrowings	(948,227)	(881,398)	(881,398)
Provisions			
Provision for annual leave	(1,703,246)	(1,772,315)	(1,772,315)
Provision for long service leave	(1,663,855)	(1,714,443)	(1,714,443)
<b>Unadjusted net current assets</b>	15,552,742	13,101,746	13,101,746
<b>Adjustments</b>			
Less: Reserves - restricted cash	(11,431,970)	(8,908,119)	(8,908,119)
Less: Restricted- Sundry Debtors( Non-Operating Grant)	(600,000)	(600,000)	(600,000)
Less: Shares transferred from non current asset	(11,000)	0	0
Add: Current portion of long term borrowings	948,227	881,398	881,398
Add: Infringement Debtors transferred to non current asset	1,066,403	0	0
<b>Adjusted net current assets - surplus/(deficit)</b>	5,524,402	4,475,025	4,475,025

### Difference

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**25. FINANCIAL RISK MANAGEMENT**

The City's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The City's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the City.

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance area under policies approved by the Council.

The City held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2018	2017	2018	2017
	\$	\$	\$	\$
<b>Financial assets</b>				
Cash and cash equivalents	20,866,019	17,424,002	20,866,019	17,424,002
Investments	41,933	41,952	41,933	41,952
Receivables - Other	1,894,850	2,774,334	1,894,850	2,774,334
Receivables - Infringements - non-current	2,442,036	2,312,448	2,385,820	2,312,448
	<u>25,244,838</u>	<u>22,552,736</u>	<u>25,188,622</u>	<u>22,552,736</u>
<b>Financial liabilities</b>				
Payables	4,332,746	5,102,188	4,332,746	5,102,188
Borrowings	14,896,583	15,777,982	16,551,945	12,991,089
	<u>19,229,329</u>	<u>20,880,170</u>	<u>20,884,691</u>	<u>18,093,277</u>

Fair value is determined as follows:

Cash and cash equivalents, receivables (other than infringements outstanding) and payables are estimated to be the carrying value - which approximates net market value.

Receivables - Infringements are valued using estimated future cash flows discounted by the current market interest rates applicable to assets with similar risk profiles.

Borrowings and held to maturity investments use estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 25. FINANCIAL RISK MANAGEMENT (Continued)

### (a) Cash and Cash Equivalents

The City's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the City.

The City manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

	2018	2017
	\$	\$
Impact of a 1% <sup>(1)</sup> movement in price of investments		
- Equity	208,660	174,240
- Statement of Comprehensive Income	208,660	174,240

*Notes:*

<sup>(1)</sup> Sensitivity percentages based on management's expectation of future possible interest rate movements.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**25. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Receivables**

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the City's credit risk at balance date was:

	<b>2018</b>	<b>2017</b>
	<b>%</b>	<b>%</b>
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	11%	59%
- Overdue	89%	41%
Percentage of Infringement receivables		
- Current	0%	0%
- Overdue	100%	100%



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 5. FINANCIAL RISK MANAGEMENT (CONTINUED)

### (c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the City's Payables and Borrowings are set out in the Liquidity Table below:

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
<b>2018</b>	\$	\$	\$	\$	\$
Payables	4,332,746	0	0	4,332,746	4,332,746
Borrowings	1,891,770	10,346,328	7,077,582	19,315,680	14,896,583
	6,224,516	10,346,328	7,077,582	23,648,426	19,229,329
<b>2017</b>					
Payables	5,102,188	0	0	5,102,188	5,102,188
Borrowings	1,879,848	11,209,734	8,105,947	21,195,529	15,777,982
	6,982,036	11,209,734	8,105,947	26,297,717	20,880,170

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

<b>Year ended 30 June 2018</b>	<1 year	>1<2 years	>2<3 years	>3<4 years	>4<5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	\$	%
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	948,227	6,097,295	793,089	835,026	652,524	5,570,422	14,896,583	6.25%
Weighted average Effective interest rate	6.54%	5.49%	6.29%	6.36%	6.37%	6.42%		
<b>Year ended 30 June 2017</b>								
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	881,398	948,227	6,097,294	793,089	835,026	6,222,948	15,777,982	6.30%
Weighted average Effective interest rate	6.51%	6.54%	5.49%	6.29%	6.36%	6.41%		

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 26. TRUST FUNDS

Funds held at balance date over which the City has no control  
and which are not included in the financial statements are as follows:

	1 July 2017	Amounts Received	Amounts Paid	30 June 2018
	\$	\$	\$	\$
BeattyPark Bonds	250	0	0	250
Ground Bonds	16,230	31,160	(28,040)	19,350
Hall Deposits	69,406	114,720	(135,719)	48,407
Key Deposits	17,340	250	(6,650)	10,940
Leederville Gardens Inc Trust	5,187,033	962,504	(822,565)	5,326,972
Works Bonds - City of Vincent	1,745,641	898,893	(935,682)	1,708,852
Works Bonds - City of Perth	0	560	(560)	0
Unclaimed Monies	177,656	2,804	(21,398)	159,062
Planning Application Bonds	39,200	520	(2,520)	37,200
	7,252,756	2,011,411	(1,953,134)	7,311,033

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

**27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

Management's assessment of the new and amended pronouncements that are relevant to the City, applicable to future reporting periods and which have not yet been adopted are set out as follows:

	<b>Title</b>	<b>Issued / Compiled</b>	<b>Applicable (1)</b>	<b>Impact</b>
(i)	AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the City, it is not anticipated the Standard will have any material effect.
(ii)	AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2019	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend on the nature of future transactions the City has with those third parties it has dealings with. It may or may not be significant.</p>
(iii)	AASB 16 Leases	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the City, the impact is not expected to be significant.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (CONTINUED)

Title	Issued / Compiled	Applicable (1)	Impact
(iv) AASB 1058 Income of Not-for-Profit Entities	December 2016	1 January 2019	<p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> <li>- Assets received below fair value;</li> <li>- Transfers received to acquire or construct non-financial assets;</li> <li>- Grants received;</li> <li>- Prepaid rates;</li> <li>- Leases entered into at below market rates; and</li> <li>- Volunteer services.</li> </ul> <p>Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the City's operations.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

Adoption of New and Revised Accounting Standards

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

- |   |                |
|---|----------------|
| (i) AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities | 1 January 2017 |
| (ii) AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities   | 1 January 2017 |

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**28. OTHER SIGNIFICANT ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

**c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**i) Impairment of assets**

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 29. ACTIVITIES/PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/ programs.

### **Governance**

This schedule details costs and revenues associated with Governance of the City. These include Members of Council and other costs involved in supporting members and governing the City.

### **General Purpose Funding**

This schedule records details of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

### **Law, Order and Public Safety**

This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.

### **Health**

This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

### **Education and Welfare**

The major costs in this program relate to staff involved in coordinating welfare, disability and youth services and donations to various community welfare groups serving the City. The costs of maintaining pre-school premises are also included.

### **Community Amenities**

This program covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

### **Recreation and Culture**

This program covers activities associated with public halls, recreation administration, sportsgrounds, parks and reserves. Beatty Park Leisure Centre, Vincent Library and cultural activities are included.

### **Transport**

The principal operating areas here relate to maintenance of paths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

### **Economic Services**

This program covers costs associated with building control and area promotion.

### **Other Property and Services**

This program is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include general administration overheads, plant operation costs, insurance claims and properties held for civic purposes.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

### 30. FINANCIAL RATIOS

	2018	2017	2016
Current ratio	1.38	1.38	1.32
Asset consumption ratio	0.76	0.75	0.77
Asset renewal funding ratio	0.81	N/A	N/A
Asset sustainability ratio	0.44	0.51	0.55
Debt service cover ratio	4.22	6.10	7.54
Operating surplus ratio	(0.06)	0.02	0.06
Own source revenue coverage ratio	0.95	0.99	1.04

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**31. PRIOR YEAR CORRECTIONS**

Balances relating to the 2017 comparative year have been amended due to the correction of prior period balances. These amendments have been adjusted as shown below. In accordance with the requirements of AASB101, a Statement of Financial Position as at the beginning of the earliest comparative period has been included. Refer to the Statement of Financial Position column headed Restated 2016.

In June 2009 the City incorrectly capitalised expenditure of \$3,842,929 relating to the East Highgate Underground Power Project as an asset. As the project expenditure related to the upgrade of an asset held and controlled by Western Power rather than any City asset, the project expenditure should have been disclosed as an operating expense. The asset incorrectly recorded in the City's accounts was depreciated until 2011 when it was recognised that it was not a City asset and depreciation of the asset was ceased. The asset was not, however, removed from the City's financial accounts at that time.

The incorrectly recorded asset and accumulated depreciation have now been removed from the City's financial accounts with the following effects on the 2017 comparative values:

<b>Changes to the Financial Statements</b>	<b>Original Balance \$</b>	<b>Adjustment Amount \$</b>	<b>Adjusted Balance \$</b>
<b>Statement of Financial Position</b>			
Non Current Assets			
Infrastructure	129,230,713	(3,842,929)	125,387,784
<b>Equity</b>			
Retained Surplus	131,827,864	(3,589,803)	128,238,061
Revaluation Surplus	294,867,146	(253,126)	294,614,020
 <b>Changes to the Notes to the Financial Report</b>			
	<b>Original Balance \$</b>	<b>Adjustment Amount \$</b>	<b>Adjusted Balance \$</b>
<b>Note 11 - Revaluation Surplus</b>			
Car Park Development	777,725	(253,126)	524,599
<b>Note 9 (a) - Infrastructure Assets</b>			
Car Park Development			
At Management Valuation 2015	11,621,556	(3,842,929)	7,778,627
At Cost	204,324	0	204,324
(Less Accumulated Depreciation)	(2,982,209)	0	(2,982,209)
	<u>8,843,671</u>	<u>(3,842,929)</u>	<u>5,000,742</u>
<b>Note 16 - Total Assets Classified by Function</b>			
Transport	144,456,909	(3,842,929)	140,613,980
<b>Note 10 - Fair Value Measurement</b>			
<b>Non Financial Assets</b>			
Car Park Development - Level 3	8,843,671	(3,842,929)	5,000,742

**MOORE STEPHENS**

Level 15, Exchange Tower,  
2 The Esplanade, Perth, WA 6000  
PO Box 5785, St Georges Terrace,  
WA 6831

T +61 (0)8 9225 5355

F +61 (0)8 9225 6181

[www.moorestephens.com.au](http://www.moorestephens.com.au)

**INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT****Opinion**

We have audited the accompanying financial report of the City of Vincent (the City), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the City of Vincent:

- a) is based on proper accounts and reports; and
- b) fairly represents, in all material respects, the results of the operations of the City for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Emphasis of Matter – Basis of Preparation**

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the City's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

**Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the City is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

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**INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit



**MOORE STEPHENS****INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the City of Vincent for the year ended 30 June 2018 included on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

MOORE STEPHENS  
CHARTERED ACCOUNTANTS

Date: 12<sup>th</sup> November 2018  
Perth, WA



GREG GODWIN  
PARTNER

**13.4 ANNUAL REPORT 2017/2018****TRIM Ref:** D18/147955**Author:** Rosslind Ellis, Manager Marketing and Communications**Authoriser:** Michael Quirk, Director Community Engagement**Attachments:**  
1. Draft Annual Report 2017 - 2018 [↓](#)   
2. Auditor Report 2017 - 2018 [↓](#) **RECOMMENDATION:****That Council:**

1. Pursuant to Section 5.54(1) of the *Local Government Act 1995*, **ACCEPTS BY AN ABSOLUTE MAJORITY** the City of Vincent Annual Report for the 2017/2018 Financial Year, included as Attachment 1;
2. Pursuant to Section 5.27 of the *Local Government Act 1995*, **CONVENES** a General Meeting of Electors of the City of Vincent to be held on Tuesday 29 January 2019 at 6.00pm in the City's Council Chambers, to present the City of Vincent Annual Report for the 2017/2018 Financial Year; and
3. **NOTES that:**
  - 3.1 the report will be subject to further formatting and styling to be determined by the Chief Executive Officer, prior to publication;
  - 3.2 pursuant to Sections 5.29 and 5.55 of the *Local Government Act 1995*, the Chief Executive Officer will give local public notice of the General Meeting of Electors to be held on Tuesday 29 January and of the availability of the City of Vincent Annual Report for the 2017/2018 Financial Year, as soon as practicable after the report has been accepted by Council; and
  - 3.3 pursuant to Regulation 51 of the Local Government (Financial Management) Regulations 1996, the Director General of the Department of Local Government, Sports and Cultural Industries will be provided with a copy of the City of Vincent Annual Report for the 2017/2018 Financial Year, inclusive of the Annual Financial Report for the same period and the Auditor's Report on that Financial Report.

**PURPOSE OF REPORT:**

To accept the 2017/2018 Annual Report and set a date for the Annual General Meeting of Electors.

**BACKGROUND:**

The Annual Report is an important document through which the City communicates with its stakeholders, provides a summary of the City's activities throughout 2017/2018, and outlines progress made towards strategic objectives set out in the City's guiding strategic documents. The *Local Government Act 1995* (the Act) requires every Local Government to prepare an Annual Report and hold an Annual General Meeting (AGM) of electors.

**DETAILS:**

The Annual Report must, in addition to other requirements, incorporate the financial report and the auditor's report on the financial report. The Annual Report for 2017/2018 is included as **Attachment 1**. The auditor's report on the financial report is included at **Attachment 2**.

Section 5.27 of the Act requires the AGM be held on a day selected by the local government, not more than 56 days after the Annual Report is accepted by the local government.

The copy of the draft Annual Report included as **Attachment 1** is a draft version and does not necessarily reflect the appearance of the final. The attached version of the Annual Report will be subject to further formatting and styling changes to be determined by the Chief Executive Officer prior to publication. However, no further changes will be made to the report content, following its acceptance by Council. This approach ensures that any changes required by Council can be readily incorporated in the document with minimal delay and without major re-formatting.

The process and timetable for drafting the Annual Report and arranging the AGM is largely influenced by the receipt of the auditor's report. The proposed date for the AGM of **29 January 2019** ensures that there is sufficient time following approval to design and publish the Annual Report prior to the AGM.

#### CONSULTATION/ADVERTISING:

The AGM will be advertised via local public notice as required by section 5.29 of the *Local Government Act 1995*.

#### LEGAL/POLICY:

The *Local Government Act 1995*, Section 5.53 requires every Local Government to prepare an Annual Report. Section 5.54 states that the Annual Report is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.53 of the *Local Government Act 1995* states:

##### *"5.53 Annual Reports*

- (1) *The Local Government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain:*
  - a) *a report from the mayor or president;*
  - b) *a report from the CEO;*
  - e) *an overview of the plan for the future of the district made in accordance with Section 5.56 including major activities that are proposed to commence or to continue in the next financial year;*
  - f) *the financial report for the financial year;*
  - g) *such information as may be prescribed in relation to the payments made to employees;*
    - ha) *the auditor's report for the financial year;*
    - hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
      - (i) *the number of complaints recorded in the register of complaints; and*
      - (ii) *how the recorded complaints were dealt with; and*
      - (iii) *any other details that the regulations may require;*
    - (i) *such other information as may be prescribed."*

Section 5.54 of the *Local Government Act* states:

##### *"5.54 Acceptance of Annual Reports*

- (1) *Subject to subsection (2) the annual report for a financial year is to be accepted\* by the Local Government no later than 31 December after that financial year.*

*\* Absolute majority required*
- (2) *If the Auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the Local Government no later than 2 months after the Auditor's report becomes available.*

Section 5.55 of the *Local Government Act 1995* states:

##### *"5.55 Notice of annual reports*

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the Local Government."*

**“5.55A      Publication of annual reports**

*The CEO is to publish the annual report on the local government’s official website within 14 days after the report has been accepted by the local government.”*

Section 5.27 states:

**“5.27 Electors’ general meetings**

- (1) A general meeting of the electors of a district is to be held once every financial year.*
- (2) A general meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the annual report for the previous financial year.*
- (3) The matters to be discussed at general electors’ meetings are to be those prescribed.”*

Regulation 51(2) of the *Local Government (Financial Management) Regulations 1996* requires every local government to provide a copy of its Annual Financial Report to the Director General of the Department of Local Government within 30 days of the local government’s CEO receiving the Auditor’s Report on that Financial Report.

Given that the Annual Financial Report and Auditor’s Report form part of the City’s Annual Report for the 2017/2018 Financial Year, it is appropriate to submit a copy of the complete Annual Report to the Department following Council’s adoption.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** The adoption of the 2017/2018 Annual Report ensures the compliance with the requirements of the Local Government Act 1995.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City’s *Strategic Community Plan 2018-2028*, the following Priority and outcomes of what the City will work towards states:

**“Innovative and Accountable**

*Our community is aware of what we are doing and how we are meeting our goals; and  
We are open and accountable to an engaged community.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

In order for the City to meet its legislative requirements, it is recommended that Council accepts the Annual Report for 2017/2018 and convenes the Annual General Meeting of Electors on **29 January 2019 at 6:00pm**.

# Cover

City of Vincent  
Annual Report 2017/18

DRAFT



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# Mayor's Message

We are very fortunate to have a vibrant and inclusive community who care passionately about life in the City of Vincent. We are also thankful for the community's support in our endeavours to create a better Vincent for residents, businesses and visitors alike.

This reporting year saw a focus on innovation in the way we engage with and encourage participation of our community in planning for the future.

Our award winning Imagine Vincent community consultation was a critical part of this. We asked our community to Imagine Vincent and what it could be like in 2028, so that together we would arrive at a Strategic Community Plan to guide our decision making over the next decade. During Imagine Vincent, we ranged far and wide, we spoke to people in person and online, and brought the conversation to places where our people gather.

It was the largest community engagement initiative in our history and generated over 4,200 ideas. Among the ideas put forward by our community, some recurrent themes emerged; to prioritise parks and public open space, trees and greening, safer and more welcoming streets and build vibrant town centres.

Undertaking this deep diving conversation with our community early in the financial year set a terrific pace for the rest of the year. It allowed us to move forward with confidence in our community's priorities, which led us to six key strategic priorities being adopted by Council in March:

- Enhanced Environment
- Accessible City
- Connected Community
- Thriving Places
- Sensitive Design
- Innovative & Accountable.

The City of Vincent Local Planning Scheme No.2 (LPS2) finally received Ministerial approval in May. This was a significant decision, and one the City had been waiting on for some time.

This decision was supportive of Vincent Council and community's desire to protect our residential neighbourhoods and leafy streets and parks, while encouraging sensitive, higher density development in our town centres and along major roads. We also secured an end date on two concrete batching plants in Claisebrook, guaranteeing a bright future for this vibrant, urban transit hub.

In looking towards the future for Vincent, we also paid homage to our past. A new Heritage Area was created in Janet Street West Perth and a Character Retention Area in Carr Street, West Perth. We celebrated Beatty Park Leisure Centre's 55th birthday and worked on a heritage plan for the Centre. In November, the City of Vincent and land owners in the Brookman and Moir Streets Precinct were awarded a UNESCO Asia-Pacific Award of Distinction – the only Australian winner at these prestigious heritage awards.

Throughout the reporting year we aimed to create more connection in our neighbourhoods and to create more green open spaces for people to meet up and enjoy.

A new park was created from a drainage sump, Hyde Street Reserve was doubled in size and plans were released for North Perth Common - our newest town square to be built the following year.

We ripped up the rule book on verges and street trees to reflect Council and community sentiment on giving much more flexibility and freedom to make the most of our verges. Tree swings, rope ladders, cubby houses, tree decorations, edible gardens and native verges are all welcome in Vincent.

For local business, processes around alfresco permits were streamlined, making it easier for our traders to activate the area around them. An online booking platform to hire community parks and halls, and encourage more use, was also launched.

We worked with our Town Teams to activate our town centres and were recognised for our collaborative place management approach with a Place Process Award from Place Leaders Asia Pacific.

Throughout the year our neighbourhoods and town centres continued to enjoy a range of free and diverse community events and new public artworks to enliven our streetscapes and bring our community together.

Leederville Town Centre was closed to cars for four Sundays during the award winning Leedy Streets Open events season, when businesses were encouraged to spill into the streets and celebrate with our community.

Improving transport links for cyclists and pedestrians to walk and ride safely through the City was a top priority for the year, with new infrastructure delivered to create better access. We completed stage two of the Shakespeare Street Safe Active Street / Bike Boulevard and received funding to complete the Bourke Street link to the Mitchell Freeway.

A highlight of the year for me was that we stood proudly by our LGBTIQ+ community and flew the Pride flag outside Vincent's Administration building during the marriage equality debate to show to the world how Vincent values equality for all.

Gender equity also had an increased community focus with Vincent Council championing the introduction of programs to improve female participation in sport. In October, we said a fond farewell and thank you to Councillor Matt Buckels and welcomed Councillor Joanne Fotakis and Councillor Alex Castle, which resulted in a female majority on Council.

During the reporting year, CEO Len Kosova tendered his resignation after deciding to leave the local government sector for new endeavours. Len drove real and meaningful change in Vincent's service delivery, financial health and innovation during four great years at the helm and Council greatly values Len's contribution over this time.

I'd like to thank everyone who has contributed to making Vincent a fantastic place to live: to our Town Teams, businesses, community organisations, sporting clubs, creatives, community volunteers, residents and visitors. I'd also like to thank my fellow Councillors, new CEO David MacLennan, the Executive Team and staff who all work hard to make the 'yes' possible.

Together, we will continue to strive to make Vincent the best it can be, always with our community at the heart.

Emma Cole  
Mayor

## CEO'S MESSAGE

It is my great pleasure to present the City of Vincent Annual Report for 2017-2018.

I was honoured to be appointed CEO in October 2018 and pay tribute to Len Kosova's leadership in this role particularly during the last reporting period. Len positioned the City of Vincent at the forefront of innovative and progressive local government.

Imagine Vincent and the new Strategic Community Plan provide a strong mandate for the City to be clever, creative and courageous in the way it delivers services and responds to the priorities set by Council.

The commitment of our staff and the quality of our work was demonstrated and recognized during 2017-18 and is detailed in this report.

Our Brookman and Moir Street Precinct was recognised with a UNESCO Asia-Pacific Award of Distinction.

Our Leedy Streets Open events won a Parks and Leisure Australia Award for Best Community Initiative.

Our Place Management Approach was recognised with a Place Process Award from Place Leaders Asia Pacific.

Our City team won the WA round of the Australasian Management Challenge and came third nationally.

I would like to thank Mayor Emma Cole, Councillors, community members and City staff for the warm welcome to Team Vincent.

I look forward to working with you all to continue developing the strong sense of community and unique character of the City of Vincent.

# COUNCIL AND EXECUTIVE

## COUNCIL

**EMMA COLE****Mayor**

Elected (Councillor, North Ward) 2013-2017

Elected (Mayor) 2017 - 2019

**North Ward****CR ALEX CASTLE**

Elected 2017-2021

**CR JOANNE FOTAKIS**

Elected 2017-2021

**CR ROSLYN HARLEY**

Elected 2011-2019

Served as Deputy Mayor 2013-2017

**CR DAN LODEN**

Elected 2015-2019

**South Ward****CR SUSAN GONTASZEWSKI****Deputy Mayor**

Elected 2015-2019

Elected (Deputy Mayor) 2017

**CR JONATHAN HALLETT**

Elected 2017-2021

**CR JIMMY MURPHY**

Elected 2015-2019

**CR JOSHUA TOPELBERG**

Elected 2009-2021

**Former Councillors 2017/18**

**CR MATT BUCKELS 2009 - 2017**



## EXECUTIVE

**LEN KOSOVA**  
**Chief Executive Officer**  
2014 – 2018

**MICHAEL QUIRK**  
**Director – Community Engagement**  
Responsible for:

- Community Partnerships
- Community Safety
- Beatty Park Leisure Centre
- Marketing and Communications

**KERRY BATTEN**  
**Director – Corporate Services**  
Responsible for:

- Financial Services
- Governance and Risk
- Information and Communication Technology
- Property, Procurement and Contracts

**JOHN CORBELLINI**  
**Director – Development Services**

**LUKE GIBSON**  
**A/Director – Development Services (from May 2018)**  
Responsible for:

- Approval Services
- Health Services
- Policy and Place

**ANDREW MURPHY**  
**Director – Engineering**  
Responsible for:

- Technical Services Engineering
- Asset and Design Engineering
- Parks and Property Urban Green
- Engineering and Waste Minimisation Waste and Recycling

**Former Directors 2017/18**  
**JOHN PATON – Corporate Services**  
2015 - 2018

**CRAIG WILSON – Technical Services**  
June 2017 – January 2018

# Our Purpose and Values

**Our Purpose**

To provide and facilitate services for a safe, healthy and sustainable Vincent community.

**Our Values**

The following values guide us towards the achievement of our purpose.

*Caring and Empathy*

We are committed to the wellbeing and needs of our employees and community and value each other's views and contributions.

*Excellence and Service*

We aim to pursue and deliver the highest possible standard of service and professionalism to the Vincent community.

*Honesty and Integrity*

We are honest, fair, consistent, accountable, open and transparent in our dealings with each other and are committed to building trust and mutual respect.

*Innovation and Diversity*

We encourage creativity, innovation and initiative to realise the vibrancy and diversity of our vision.

*Teamwork and Commitment*

Effective teamwork is vital to our organisation and we encourage co-operation, teamwork and commitment within and between our employees and our business partners and community.

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# Vincent Profile

## Our City

The City of Vincent is a progressive inner city municipality encompassing the suburbs of North Perth, Leederville, Highgate, Mount Hawthorn and parts of East Perth, West Perth, Perth City, Mount Lawley and Coolbinia.

## Key Facts – Our City

<b>Area</b>	11.3 square kilometres
<b>Population</b>	37,813 (Source: Forcast id 2018)
<b>Median Age</b>	34 years (Source: ABS 2016 Census Report)
<b>Rateable Properties</b>	18,730 (as at 30 June 2018)
<b>Number of Council Employees</b>	231 (FTE)
<b>Number of Wards</b>	Two (2)
<b>Number of Elected Members</b>	Mayor and eight (8) Councillors
<b>Distance from Perth City</b>	The Administration and Civic Centre is 3 kilometres from Perth GPO
<b>Area of Parks and Gardens</b>	106.4 hectares
<b>Length of Roads and Footpaths</b>	144 kilometres (road) and 260 kilometres (footpath)
<b>Suburbs and Localities</b>	Suburbs: <ul style="list-style-type: none"> <li>• Highgate</li> <li>• Leederville</li> <li>• Mount Hawthorn</li> <li>• North Perth</li> </ul> Localities – parts of: <ul style="list-style-type: none"> <li>• Coolbinia</li> <li>• East Perth</li> <li>• Mount Lawley</li> <li>• Perth City</li> <li>• West Perth</li> </ul>
<b>Boundaries</b>	Swan River, Town of Cambridge and Cities of Bayswater, Perth and Stirling

**Key Facts – Our Facilities**

<b>Child Health Centres</b>	<ul style="list-style-type: none"> <li>• Harold Street, Highgate</li> <li>• Loftus Community Centre, Loftus Street</li> <li>• Mt Hawthorn Community Centre, Scarborough Beach Road</li> <li>• View Street, North Perth</li> </ul>
<b>Community Centres</b>	<ul style="list-style-type: none"> <li>• Loftus Community Centre</li> </ul>
<b>Libraries</b>	<ul style="list-style-type: none"> <li>• City of Vincent Library and Local History Centre</li> </ul>
<b>Recreation Facilities</b>	<ul style="list-style-type: none"> <li>• Beatty Park Leisure Centre</li> <li>• 1 Bowling Club</li> <li>• 1 Croquet Club</li> <li>• Dorrien Gardens (BGC Stadium)</li> <li>• E &amp; D Litis Stadium</li> <li>• 10 Halls and Pavilions</li> <li>• Hyde Park</li> <li>• Leederville Oval</li> <li>• Loftus Recreation Centre</li> <li>• 48 Parks and Reserves</li> <li>• Perth Oval (nib Stadium)</li> <li>• 4 Tennis Clubs</li> </ul>
<b>Schools</b>	<ul style="list-style-type: none"> <li>• Aranmore Catholic Primary School</li> <li>• Aranmore Catholic College</li> <li>• Highgate Primary School</li> <li>• Highgate Primary School Kindergarten</li> <li>• Kyilla Primary School</li> <li>• Margaret Kindergarten</li> <li>• Mount Hawthorn Primary School</li> <li>• North Metropolitan TAFE – Leederville</li> <li>• North Metropolitan TAFE – Mount Lawley</li> <li>• North Perth Primary School</li> <li>• Sacred Heart Primary School</li> </ul>

# Annual Report Overview

In 2017/18, Council adopted a set of eight strategic Council Priorities that, together with the Corporate Business Plan and the annual budget, guided our activities for the financial year.

*Insert diagram:*

*Council Priorities*  
*Strategic Community Plan > Corporate Business Plan > Annual Budget > Annual Report*  
*Information Strategies*

## **How to read this Annual Report**

This Annual Report has been divided into the four Directorates within the City of Vincent. Business Units that sit under each Directorate report on their progress against the following items:

- Corporate Business Plan (CBP)
- Council Resolutions

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# Council Priorities

At the Ordinary Council Meeting on 7 March 2017, Council adopted eight strategic priorities for 2017/18 to guide the development of the annual budget process and the strategic focus for the City for the year ahead, as well as form the basis for Community Budget Submissions.

The Council Priorities adopted for the 2017/18 financial year are outlined below.

## **More Inviting Green & Open Spaces**

Our open spaces are precious to our community and important to protect, enhance and expand. We want to continue making our open spaces even better as well as finding creative ways to provide new spaces that respond to community needs.

## **Meaningful & Smarter Community Engagement**

We want everyone in our community to be able to have their say on the things that matter to them. To do this, we need to develop a deeper understanding of what's important to our community, what our community wants the future to look like and the role that we can play.

## **A Better Customer Experience**

Our success depends on our community's satisfaction. We don't just want to provide customer service, we want to provide a great customer experience that is modern and matches our community's expectations.

## **Supporting Liveable Neighbourhoods**

We want to continue our focus on making our streets greener, safer, more attractive and inviting, and easier to get around Vincent for pedestrians and cyclists.

## **Improving Community Connection & Inclusion**

Our community is diverse, passionate and welcoming – it's part of what makes Vincent great. We want to help our community come together and stay connected, to support those in need and to make everyone feel welcome.

## **Best Practice Transparency, Accountability & Financial Management**

We're proud of the progress we've made in this space in recent years and we want to keep setting high standards in transparency, accountability and financial management – to become the best performing local government we can be.

## **Thriving & Creative Town Centres**

Our town centres are vibrant and thriving, each with their own unique character and identity. We want to make sure it stays that way by promoting high quality development outcomes and supporting our town centres and the creativity and culture they offer.

## **A Sustainable City**

We want to be a smart and sustainable City by reducing waste, maximising recycling and reviewing how we use and source our energy.

At the Ordinary Council Meeting held 6 March 2018 Council endorsed the six key priorities which arose from the Imagine Vincent Strategic Community Plan engagement campaign.

Our priorities to 2028 are defined below.

**Enhanced Environment**

The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.

**Accessible City**

We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.

**Connected Community**

We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.

**Thriving Places**

Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.

**Sensitive Design**

Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.

**Innovative & Accountable**

The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.

# Community Engagement

## 2017/18 Overview

The City of Vincent remains committed to engaging with its diverse, passionate community to directly inform our service delivery and project priorities.

In 2017/18, we undertook the most comprehensive community engagement initiative in Vincent's history through our *Imagine Vincent* campaign, which directly informed our new ten-year Strategic Community Plan. A number of other initiatives aimed at better engaging with our community were also implemented, including the review and upgrades to the City of Vincent website, launch of the *Imagine Vincent* community consultation portal, establishment of a Community Engagement Panel, and improvements to our Customer Service delivery model.

We continued to support a wide range of community driven festivals and events including the Light Up Leederville Carnival, Mt Hawthorn Streets and Lanes Festival, Close the Gap Family Festival, Pet Fest, and Pride Fair Day. A key highlight of the 2017/18 financial year was winning the Parks and Leisure Australia (PLA) WA Award in the category of Community Based Initiative of the Year for our Leedy Streets Open event.

The City's commitment to reconciliation was a key focus area in 2017/18 through the implementation of a range of activities and events identified within our 'Reflect' Reconciliation Action Plan. This represented the first step towards building relationships and respect and pursuing opportunities to improve socio-economic outcomes for the Whadjuk Noongar people.

We look forward to continuing to engage with the local community and partnering with local community organisations over the coming year.

**Michael Quirk**

**Director – Community Engagement**

# Marketing and Communications

The City of Vincent is committed to delivering the highest possible standard of service and professionalism to the Vincent community.

In 2017/18, the City implemented and worked towards completing a number of projects and initiatives through its Corporate Business Plan (CBP), aimed at improving our service to customers and access to information about the City of Vincent.

Progress against these projects is outlined below.

CBP Project Number	Description	2107/18 Actions Towards Completion
3.1	<b>Establish a Community Engagement Panel</b> Establish a Community Engagement Panel as a key element of the City's engagement and consultation framework based upon learnings from the Strategic Community Plan community engagement campaign.	A Community Engagement Panel was established and consulted during the <i>Imagine Vincent</i> community engagement campaign and other key corporate projects.
3.2	<b>Prepare a Community Engagement Strategy and Revised Community Consultation Policy</b> Prepare a Community Engagement Strategy and revised Community Consultation Policy as the key framework for speaking and listening to our community.	A draft Consultation Policy and associated documents were prepared in the 2017/18 financial year. This project will continue into 2018/19.
3.3	<b>Establish a City of Vincent Marketing Plan</b> Develop a detailed three year marketing plan based on key outcomes within the Strategic Community Plan, including a new corporate brand that reflects Council's objectives and Strategic Community Plan (SCP) outcomes, along with a structured annual planner of all key events and activities.	The marketing strategy will roll out following endorsement of the Strategic Community Plan in 2018/19.
5.2	<b>Review and Upgrade the City's Website, Councillor Portal and Intranet</b> Phased implementation of further improvements to the City's website, including online payments, self-service tools and further enhanced mobile functionality for customers, as well as a dedicated Councillor portal and improved Administration intranet	In 2017/18, we rolled out new corporate, Beatty Park, Library and internal websites.  To reduce the financial cost, we collaborated on the WALGA supported Council Connect Content Management System.
5.3	<b>Implement a Revised Customer Request Management System</b> Review and upgrade the Customer Request Management (CRM) System to improve responsiveness to reported issues.	Following the implementation of our updated Customer Service Standards and process in August 2017, we began the process of developing an updated CRM to replace the out-of-date CARS system.

2017/18 Council Resolutions	2017/18 Actions Towards Completion
-----------------------------	------------------------------------

**Reaffirmation of Support for Marriage Equality**  
*Item 14.3 – OCM 22 August 2017*

Developed the Vincent Loves Love campaign which was launched on all digital channels, with T-shirts, public relations and street banners.

The rainbow flag flew in two locales and City staff and Councillors took part in the Pride Parade.

## Festivals and Events

Vibrant festivals and events assist in the activation of the City's Town Centres and public spaces creating livable neighbourhoods and engage our local communities. Festival and event sponsorship enables the City to support community, not-for-profit and other organisations to deliver locally relevant activities. The following festivals and events were provided sponsorship to the amount of \$263,000, in addition to in-kind support of \$39,160:

- |  |                   |
|--|-------------------|
| • Staged on Beaufort, Beaufort Street Network                      | 10,000 attendance |
| • Revelation Film Festival, Revelation International Film Festival | 13,000 attendance |
| • Light up Leederville Carnival, Leederville Connect               | 60,000 attendance |
| • Hyde Park Fair, Rotary Club of North Perth                       | 50,000 attendance |
| • Mt Hawthorn Streets and Lanes Festival, Mt Hawthorn Hub          | 45,000 attendance |
| • St Patrick's Day Parade and Family Fun Day, St Patrick's Day WA  | 20,000 attendance |
| • 6006 In the Park, North Perth Local                              | 2,000 attendance  |
| • North Perth Halloween, North Perth Local                         | 3,000 attendance  |
| • Close the Gap Day, Aboriginal Health Council                     | 2,000 attendance  |
| • Mt Hawthorn Youth Events   | 4,000 attendance  |
| • Pet Fest, WA Pet Project   | 10,000 attendance |
| • Pride Fair Day   | 7,000 attendance  |
| • City of Vincent Match, Subiaco Football Club                     | 5,000 attendance  |

In addition to these events, the City of Vincent delivered two (2) Summer Concerts at Braithwaite Park and Hyde Park. These free community events helped to activate public places and bring together the local community in a family friendly atmosphere.

## Arts and Creativity

The City of Vincent is passionate about art and acknowledges its importance within our community. Not only does it bring together artists and the community, it helps to celebrate, recognise and promote our rich cultural and social diversity through artistic expression.

The following art projects were undertaken by the City of Vincent in 2017/18.

### Lightbox Laneway Gallery

Down the laneway between St Michael's Restaurant and Orno Interiors (near 483 Beaufort Street, Highgate), the City of Vincent installed eight (8) lightbox cabinets that provide artists the opportunity to exhibit their works for three (3) months of the year.

In 2017/2018, the following artists exhibited their works at the Lightbox Laneway Gallery:

- Nicolee Fox
- Kimberley Pace
- Charmaine Cole

### Murals



Several murals were created in 2017/18, in the following City of Vincent locations:

- Leederville Hotel, Leederville
- Good Grocer IGA, Leederville
- Noongar Radio, Perth
- Raglan Road, Mount Lawley

#### **Traffic Control Boxes**

In 2017/18, the City of Vincent, in conjunction with Main Roads WA, initiated street artwork to counter graffiti on several of the City's traffic control boxes, including:

- Corner William and Newcastle St, painted by Brenton See
- Corner Walcott and Beaufort St, painted by Kamsani Bin Salleh
- Corner Charles and Vincent St, painted by Alysha Anema
- Corner Angove and Charles St, painted by Leo King

#### **City of Vincent Film Project**

In partnership with the Film and Television Institute, the City of Vincent commissioned the following three short films in and/or about Vincent, which were showcased as part of the Summer Concerts series:

- **The Beeman**  
Producer: Cody Greenwood  
Writer/Directors: Frances Elliott & Samantha Marlowe  
DOP: Lewis Potts
- **Ghosts of Vincent**  
Writer/Producer: Paul van Lieshout Hunt  
Director: Ellen Broadhurst  
2nd Director: Kimberly McGivern  
DOP/Editor: Saba Giddey  
Camera Operator/Film Consultant: Joseph Landro  
Music Director: Zac Bruce
- **Quality Time**  
Director: Matt Sav  
Producer: PAVLOVA  
DOP: Lewis Potts  
Production Coordinator: Luna Laure  
Sound Designer: Ned Beckley  
Editor: Matt Sav

## Community Partnerships

The City of Vincent partners with a range of groups and organisations each year and encourages co-operation, teamwork and commitment with our community partners.

In 2017/18, the City progressed a number of projects and initiatives through its Corporate Business Plan and Council Resolutions, aimed at improving existing community partnerships and providing the opportunity for the development of new, long-term community partnerships going forward.

Progress against these projects and resolutions is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
1.1	<b>Prepare a Public Open Space Strategy</b> Prepare a Public Open Space Strategy to guide the development, management and activation of parks, reserves and other open spaces to meet current/future Council and community expectations.	<p>Initial research and analysis has been completed.</p> <p>Extensive community consultation involving community, residents, sporting clubs, businesses, advisory groups, internal business units and reserve users was undertaken throughout 2018.</p> <p>Work continues on this project, with project completion expected by early 2019.</p>
1.2	<b>Prepare Banks Reserve Master Plan</b> Prepare a Master Plan that effectively responds to current and future community demands, maximises land use and asset sustainability and aligns with Council's focus on creating more inviting green and open spaces.	<p>Following the site analysis, context analysis and stakeholder engagement, a number of focus areas and themes were identified as key to the Master Plan:</p> <ul style="list-style-type: none"> <li>• Amenity</li> <li>• Activation</li> <li>• Accessibility</li> <li>• Recreation</li> <li>• Foreshore interaction</li> <li>• Aboriginal culture and heritage</li> <li>• Safety</li> <li>• Environment</li> </ul> <p>Three community reference group workshops facilitated by the project consultant, were held in the first half of 2018 to determine the site design and concept plans.</p> <p>More broadly, works undertaken by the City at Banks Reserve in</p>

		<p>2017/18 included revegetation of the foreshore and preliminary designs working towards formalising the carpark at Summers Street.</p> <p>Work continues on this project and the Master Plan is expected to be completed by early 2019.</p>
1.10	<p><b>Prepare Leederville Oval Master Plan</b> Prepare a detailed Master Plan to guide the future development and management of Leederville Oval as a multi-use venue within Leederville Town Centre.</p>	<p>An infrastructure audit, along with a floodlight report, asset report and turf report, has been completed and the WAFL Economic Impact Study has commenced.</p> <p>The Master Plan Consultancy Budget is being finalised to inform CBP 1.11 – Implement the Leederville Oval Master Plan.</p>
2.2	<p><b>Implement a Program to Address Social Isolation Amongst Seniors in our Community</b> Expand the <i>Befriend Social Network</i> (or similar) in the City of Vincent to combat loneliness and isolation amongst senior members of the Vincent community.</p>	<p>A Service Delivery Agreement was implemented with <i>Befriend Social Network</i>, involving the Community Connection initiative.</p> <p>Additional networking activities have been included in the City's Well &amp; Wise calendar, including senior activities at Loftus Community Centre and the Senior Recreation Council.</p>
5.1	<p><b>Upgrade the Library Management System</b> Replace the existing library and local history management system with a modern software solution that meets contemporary collection management demands and provides an easy to use interface for both customers and staff.</p>	<p>The project scope and system requirements have been finalised, with implementation in 2018/19.</p>
6.10	<p><b>Implement the Community Partnerships Specific Items within the North Perth Town Centre Place Plan</b> Implement the key focus areas and actions as identified within the North Perth Town Centre Place Plan in collaboration with North Perth Local to deliver great place outcomes.</p>	<p>A pilot project designed to streamline City facility hire processes commenced in 2017/18.</p> <p>Online hire platform SpacetoCo commenced the pilot project for the hire of the North Perth Town Hall and the Lesser Hall, followed by the roll out to other public spaces throughout 2017/18.</p> <p>Marketing and event delivery support was also provided to North Perth Local for the Angove Street Halloween and 6006 in the park events.</p>

2017/18 Council Resolutions

2017/18 Actions Towards Completion

<b>Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated Facilities</b> <i>Item 14.2 – OCM 22 August 2017</i> <i>Item 12.1 – OCM 24 July 2018</i>	<p>Participation and performance targets were implemented through the new Sportsground Fees and Charges adopted at the Council Meeting in October 2017.</p> <p>Sporting Club Health Checks were received from all sporting clubs to enable establishment of baseline data.</p>
<b>Review and Assessment of the City's Building Assets</b> <i>Item 14.2 – OCM 12 December 2017</i> <i>Item 10.3 – OCM 29 May 2018</i>	<p>This project is listed in the 2018/19 to 2022/23 Corporate Business Plan to review and assess the City's building asset portfolio.</p>
<b>Litis Stadium Master Plan</b> <i>Item 10.1 – OCM 7 March 2017</i> <i>Item 12.4 – OCM 14 November 2017</i>	<p>Council resolved on 13 December 2016 that Floreat Athena Football Club Inc. was to prepare a Master Plan at its own cost for Litis Stadium in support of its request for longer-term lease over the premises.</p> <p>The City is continuing discussions with Floreat Athena Football Club Inc. and Football West to progress a number of initiatives prior to considering a long-term lease for Litis Stadium.</p>

The City of Vincent achieved a number community partnership highlights in 2017/18 and these are outlined in more detail below.

#### **Our Local History**

The City of Vincent continued to celebrate and preserve its rich history in 2017/18 through incorporating the former Local History News quarterly journal into the monthly e-newsletter – The Vine – which was distributed to over 1,400 readers throughout the year.

In addition, we ran our annual Local History Photographic Awards, which are open to residents and non-residents who wish to enter and share their history of life in Vincent. In 2017, we received 92 entries, all of which have become part of our Local History Collection.

#### **Our Library**

The City of Vincent Library is a key hub for our community and received 112,968 visits, with 1,690 new library memberships and 173,462 items borrowed and an additional 15,374 eBooks and eAudiobooks downloaded from the library in 2017/18.

#### **Community Partnerships**

We partner with a range of community organisations each year. Some of the key initiatives and highlights undertaken with our community partners in 2017/18 include:

- Hosting the inaugural NAIDOC Festival at Hyde Park during NAIDOC Week.
- Improved awareness for internal staff on the health and equality between Aboriginal and non-Aboriginal people in Australia during Close the Gap Day.
- Aboriginal workshops and celebration of Aboriginal culture during Reconciliation Week.
- Disability Access and Inclusion training for our staff.
- Hosting our inaugural Youth Event targeted at local primary school attendees.
- Successfully delivering an outreach chill out zone in Leederville.
- Successfully delivering the Come Out & Play initiative, in conjunction with Department of Local Government, Sport & Cultural Industries.
- Providing \$135,760 funding to 31 community members and not-for-profit organisations.

#### **Other Highlights**

Throughout 2017/18, the City undertook a number of key community projects. In addition to the projects outlined in the tables above, the City also undertook:

- The commencement of a pilot project with SpacetoCo to provide an online booking platform for the hire of the City's available parks and community facilities.
- Implementation of the Disability Access and Inclusion Plan 2017 – 2022.
- Implementation of the 'Reflect' Reconciliation Action Plan (RAP) and commencement of development of the next phase – "Innovate".
- Implementation of a revised Community Funding Policy, with the inclusion of Youth Development Grants.
- A review of sportsground fees and charges and community facility hire rates.
- A review and implementation of the Terms of Reference relating to the Safer Vincent Advisory Group, Reconciliation Action Plan Working Group and Children and Young People Advisory Group.

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# Disability Access and Inclusion Plan

It is a requirement of the Disability Services Act 1993 that public authorities develop and implement a Disability Access and Inclusion Plan (DAIP), report annually to the Disability Services Commission and review the DAIP every five (5) years.

In the 17/18 financial year, the City progressed the following actions:

- Audits were conducted on community buildings.
- Disability awareness training for City staff.
- People with disability have been consulted about access and inclusion issues in the City
- City staff and contractors are aware of and use appropriate communication methods when providing information to people with disability.
- The City's website complies with W3C Web Accessibility Guidelines and provides downloadable information in a range of file formats.
- The City continues to develop its use of social media as a way communicating with people with a disability.
- Regular consultation with relevant disability and diversity groups to ensure that City services are accessible and inclusive for people with disability.
- City grievance procedures and complaint processes are accessible to people with disability and allow for a range of options for making complaints including in person, by letter, fax, email, SMS, NRS (National Relay Service), AUSLAN (Australian Sign Language), and via the City's website, social media and customer service unit.
- City community consultation sessions are held in venues that are physically accessible, using appropriately trained staff and promoted in ways that are accessible to people with disability.
- Consultation feedback is accepted by the City in a range of ways including in person, by letter, fax, email, SMS, NRS (National Relay Service), AUSLAN (Australian Sign Language), and via the City's website, social media and customer service unit.
- Appropriate workplace flexibility, modifications and adaptive technologies are available to ensure people with disability are successfully included in the City's workforce.
- The City's recruitment, selection and other employment related policies and procedures are consistent with the DAIP.

# Reconciliation Action Plan

The City's 'Reflect' Reconciliation Action Plan (RAP) was adopted by Council in April 2017 and formally marked our commitment to reconciliation. Although the City had long recognised and respected the cultural and significant contribution of Noongar people to the City of Vincent, the 'Reflect' RAP outlined key actions and efforts to be undertaken to ensure further respect and recognition of Noongar tradition, people and boodjar (land) became a part of our organisation's culture and day-to-day operations.

Noongar artists, including Jade Dolman, Sharyn Egan and Charmaine Cole, have produced unique art pieces for the City, while Baldja Moort, Gina Williams, Bec Garlett and Marissa Verma have shared their culture with City staff and the wider community through music, dance, food and Noongar language workshops and events.

Completed 'Reflect' RAP Actions include:

- Establishing a Noongar language children's book collection within the Vincent Library.
- Including the statement that the "City of Vincent actively encourages Aboriginal and Torres Strait Islander applicants to apply" in all job vacancies.

- Commissioning at least one new public artwork by Australian Torres Strait Islander (ATSI) individual/s through the City's public art or mural art program.
- Establishing relationships with ATSI peoples, Elders, communities and organisations to identify dates of significance for future promotion, collaboration and celebration.
- Supporting and delivering National Reconciliation Week events through partnerships with key community stakeholders.
- Developing and implementing RAP awareness within the City Administration corporate induction process.
- Reviewing existing City Administration cultural competency and awareness as the basis for development strategies and training needs within our organisation.
- Capturing data and measuring City staff's current level of knowledge and understanding of Aboriginal and Torres Strait Islander cultures, history and achievements.
- Identifying and developing a list of local Traditional Owners of the Lands and Waters within the local area.
- Developing a database of Aboriginal and Torres Strait Islander people, Elders, communities and RAP organisations within the local area or sphere of influence that City staff can connect with on our reconciliation journey.
- Liaising with Reconciliation Australia to review and refresh RAP based on learnings, challenges and achievements.

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# Recreation

The City of Vincent is committed to the wellbeing and needs of the community and provides a range of recreation facilities and open spaces to support this.

In 2017/18, the City focused on a long-term heritage and conservation plan for the popular and highly utilised Beatty Park Leisure Centre and the review and development of management models for its leisure and recreation facilities going forward.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
4.1	<b>Prepare a Heritage and Conservation Plan for Beatty Park Leisure Centre</b> Prepare a Heritage and Conservation Plan for Beatty Park Leisure Centre. To be expanded to capture items from May/June 2017 structural reports and asset management investigations.	The BPLC Heritage & Conservation Plan was completed and presented to both the Executive and a Council Workshop .
4.3	<b>Beatty Park Leisure Centre Facility Management and Performance Review</b> Review the management and business performance of Beatty Park Leisure Centre based upon the redevelopment business case, industry key performance indicators, and both Council and community expectations.	A consultant was appointed in February 2018, with the draft report to be delivered in the 2018/19 financial year.

## Key Performance Statistics for Beatty Park Leisure Centre 2017/18

<b>Total Attendances</b>	810,000
<b>Total Members</b> (as at 30 June 2018)	3,198
<b>Total Swim School Enrolments</b> (as at 30 June 2018)	1,933
<b>Awards</b>	Awarded the 2017 National Award of Excellence in Inclusive Swimming from the Australian Swim Schools Association in August 2017.
<b>Upgrades and Initiatives</b>	<p>Draft Heritage and Conservation Plan completed and currently under review.</p> <p>Consultant appointed to assist with a review of the business against industry standards and provide future direction, where needed.</p> <p>Extensive repainting undertaken of the 1994 component of the facility.</p>

## Key Performance Statistics for Loftus Recreation Centre 2017/18

<b>Total Attendances</b>	548,693
<b>Total Members</b> (as at 30 June 2018)	1,406
<b>Sports Competition Registrations</b> (as at 30 June 2018)	352 teams
<b>Upgrades and Initiatives</b>	<p>New height adjustable basketball backboards installed.</p> <p>Extensive maintenance work on the facility undertaken throughout 2017/18.</p>

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# Rangers

As part of the Rangers and Community Services Safety Team, our rangers provide a variety of services to help create a safer community for all those who live, work and play in the City of Vincent.

In 2017/18, the City implemented new parking technology and commenced an upgrade to the City's CCTV network, to create a better and safer experience for customers and visitors to the City centre.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
5.7	<b>Parking Permit Technology</b> Implement electronically readable parking permits (barcoded, QR coded etc.) and e-permit technology to further simplify and streamline the customer experience associated with Council's revised Parking Permits Policy.	New Residential Parking Permits with QR codes and residential zones were implemented throughout 2017/18.
5.8	<b>Review and Upgrade the City's Parking Management Systems and Infrastructure</b> Identify and implement contemporary systems and infrastructure to improve the City's parking management capabilities.	New pay-by-plate parking machines were installed in car parks throughout the City.  New integrated parking infringement devices were acquired and implemented.
7.3	<b>Upgrade the City's CCTV Network</b> Upgrade the City's existing CCTV network to better meet community demands and align with the State's CCTV Strategy.	Leederville Town Centre CCTV upgrades were completed in September 2017, in consultation with WA Police and through funding support from State Government.

## Key Performance Statistics for 2017/18

Item	Number
Total Number of Animals Registered in the City of Vincent	3,769
Animals Registered in 2017/18	732
Dog Complaints Issued and Dealt with by Rangers	320
Parking Revenue	\$7,595,476
Parking Infringements Issued	27,865
Residential Parking Permits Issued	9,987
Road and/or Footpath Obstruction Permits Issued	354

In 2017/18, the City of Vincent also made improvements in a number of areas to better service the needs and expectations of the community, including:

- Implementing new mobile infringement devices,
- Reviewing and implementing changes to the Community Safety Business Unit, including dedicated community and parking rangers, and
- Implementing new residential parking zones, along with upgrading residential parking permits to improve enforcement efficiency.

# Corporate Services/CEO Office

## **2017/18 Overview**

The City of Vincent is committed to ensuring it has the right structures and funding in place to provide the infrastructure and support needed to effectively service our community well into the future.

In 2017/18, we implemented a number of new initiatives and programs to better equip us to do this including developing a long-term financial plan for the next ten years, implementing a new energy supply contract to optimise pricing for contestable City properties, reviewing leases held with the City to improve relationships and governance arrangements, and reviewing bank fees and charges to identify efficiencies and improve stakeholder interactions.

We undertook a robust approach to budgeting to ensure a well-reasoned and responsible budget was adopted by Council in June 2018, which provides a roadmap for continued financial sustainability and prudent management of our resources.

The City also developed and implemented a new procurement policy and procedure which will help to ensure all purchasing activities are necessary and fit-for-purpose, provide value for money and comply with all relevant legislation, codes and standards.

Our governance policies and procedures continued to be embedded throughout the City, reinforcing Council's commitment to transparency and accountability.

We will continue to implement further improvements over the coming year to ensure we provide strong financial management, improve our technology and interactions with stakeholders, and remain accountable and transparent to all those who live, work and visit the City of Vincent.

**Kerryn Batten**

**Director – Corporate Services**



## Financial Services

The City of Vincent remains focused on safeguarding the City's long-term financial sustainability by implementing sound financial management practices and effectively monitoring our financial performance each year.

### **2017/18 Annual Budget**

The Annual Budget was adopted on 25 July 2017, following extensive budget workshops with Council Members and Executive. Community budget submissions were also sought, with detailed information on each submission provided for consideration by Council and feedback provided to those community members who had made submissions.

The 2017/18 Annual Budget was designed to be prudent and sustainable and align to our Corporate Business Plan and strategic priorities. It was developed within a relatively low CPI environment and kept our increase in operating expenditure to a moderate 3% increase, despite a significant program of activities associated with the Corporate Business Plan. The capital budget included a total level of planned expenditure of \$13.4 million, fully funded within the City's annual financial capacity.

The 2017/18 Annual Budget introduced a rate increase of 2.7%, with a 9.2% increase to the minimum rate, for the financial year.

Overall, the 2017/18 Annual Budget was received positively and delivered a good balance between service delivery and cost implications for the community.

Our extensive consultation with the community on its priorities helped inform Council's development and adoption of the 2018/19 Annual Budget.

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# Information and Communication Technology

The City of Vincent's Corporate Services team is committed to ensuring the City is equipped with the information technology infrastructure and support needed to effectively service the community.

In 2017/18, the City implemented the roll out of new information technology (IT) hardware to ensure the needs and expectation of the Vincent community can be met now and into the future.

Progress against this project is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
4.8	<b>Upgrade/Replace the City's Enterprise Applications and Financial Management System</b> Replace the City's Corporate Operating System, including addition of systems such as Asset Management (including Mobility), Human Resource Modules, electronic invoice approvals etc.	The scope, timing and cost of this project was informed by consultancy work to evaluate the effectiveness of and gaps in the City's corporate operating system against the City's future needs and community expectations expressed through the Strategic Community Plan.  Improvements and upgrades will continue to be made throughout 2018/19.

# Governance and Risk

The City of Vincent is committed to good governance and ensuring transparency and accountability across all its activities.

In 2017/18, the City undertook a number of improvements to its governance processes and policies, including implementing an Improvement Plan for risk management, internal controls and legislative compliance, and moving all archive planning and building files into a digitised system and format.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
4.6	<b>Implement Improvement Plan for Risk Management, Internal Controls and Legislative Compliance</b> Implement the Improvement Plan adopted by the Audit Committee in July 2016 (subsequently endorsed by Council) and revised by the Committee in March 2017.	The City is progressing towards completion of the actions identified in the Improvement Plan for Risk Management, Internal Controls and Legislative Compliance. This includes the adoption of a Risk Management Plan in October 2017.
4.9	<b>Digitise and Archive Planning and Building Files</b> Digitise and archive Planning and Building files to improve the City's record management capabilities and efficiency and the effectiveness of data recall for decision-making and customer service.	<p>All 2013-2015 planning files and large building plans have been digitized.</p> <p>The City prepared a business case for the off-site storage of legacy files (pre-June 2014 property and planning files) located in the Basement Store Room 2.</p> <p>The City will manage the relocation and off-site storage, which will occur in early 2018/19.</p> <p>The City will initially retrieve files as required, but is looking to digitize all files in the long term.</p>

In 2017/18, the City realised a number of additional key achievements and highlights, including:

## Record Keeping

In 2017/18, the City pursued a significant digitisation agenda that included eliminating hard copy records from processes where possible. It also included the digitisation of a substantial percentage of the City's building and planning files. The intention is for the City to be able to operate in a purely digital environment by 2022, in accordance with targets set by the State Records Office's draft *Born Digital Strategy*. We will continue to work towards this target with the objectives of transitioning to a paperless environment, improve the City's information management capability, ensure records are discoverable and accessible, and protect and preserve digital records for as long as required.

## Risk Management

The City developed a new Risk Management Policy, which was adopted in October 2017. In accordance with the new policy, Administration is developing its operational risk register and risk treatment plans, which will enable the whole

organisation to identify, quantify and treat its operational risks. The draft operational risk register was received by the Audit Committee at its May meeting. This significant body of work gives decision makers a profile of the operational risks within their span of control and will result in meaningful and realistic actions that can be used to inform the budget process and Corporate Business Plan.

**Transparency and Accountability**

In accordance with section 5.121 of the *Local Government Act 1995* the City maintains a register of complaints of minor breaches which details:

- Name of council member about whom the complaint is made.
- Name of person who makes the complaint.
- Description of the minor breach that the standards panel finds has occurred.
- Details of action taken.

The City received no complaints of minor breaches in 2017/18.

The City also received no complaints of alleged breaches of the City's Code of Conduct in 2017/18.

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## CEO Office

In 2017/18, the City implemented and worked towards completing projects and initiatives through its Corporate Business Plan and Council Priorities.

Progress against these projects is outlined below.

<b>Business Plan Project Number</b>	<b>Corporate Business Plan Projects/Council Priorities</b>	<b>2017/18 Actions Towards Completion</b>
4.2	<b>Implement a Project Management Framework</b> Develop and implement a corporate Project Management Framework.	Project carried over to the 2018/19 financial year.
4.5	<b>Prepare a Workforce Plan</b> Review the existing City of Vincent Workforce Plan (April 2013) and prepare a new Workforce Plan.	The 2017 Workforce Plan was reviewed and a new Workforce Plan created.

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# Development Services

## **2017/18 Overview**

In 2017/18, the City of Vincent implemented a number of new initiatives and programs through its Development Services. This included the establishment of a Design Review Panel to facilitate high quality urban design and built environment outcomes for the City, and a concerted effort to increase the number of pool inspections in order to reduce the number of uninspected pools. This initiative resulted in a total of 922 pools inspected throughout the year and a significant reduction in the number of pools that had not been inspected over the last 4 years from 438 to 67, as at the end of financial year.

In 2017/18, the City undertook a restructure of the Directorate to improve customer service and operational efficiencies. This restructure resulted in the Building and Compliance and Health Services teams combined to create a new Health and Building team. A new Development and Design team was also created to focus on the City's planning assessment process.

The key highlight for the 2017/18 financial year was finalising the City's new Town Planning Scheme, Local Planning Scheme No. 2. This new Scheme, in conjunction with the associated Local Planning Strategy, forms the key planning framework that will guide development within the City of Vincent for years to come.

Over the coming year, we will continue to work on a wide range of tasks and projects to facilitate the creation of a vibrant and well-planned City.

**Luke Gibson**

**Director – Development Services**

# Approval Services

Approval Services play a significant role in the development of the City of Vincent and we are committed to ensuring we have planning policies in place to create better amenity for our residents.

In 2017/18, the City implemented a new project to enable the electronic lodgment and assessment of building and planning applications which will be completed in 2018/19.

The City also introduced an innovative new on-line self-assessment system for alfresco dining, footpath goods displays and portable sign permits. This system has cut red tape and made it easier for businesses to get approvals to expand into the public realm and create vibrant plans for the community.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
5.6	<b>Implement Electronic Lodgement and Assessment of Applications</b> Upgrade corporate systems and software to enable on-line lodgement and tracking of applications.	Electronic assessment software has been installed and is being used for assessment.  Process mapping of the development application and building permit process is underway to ensure the complete electronic lodgement and assessment process is captured and can be accommodated by the City's systems upgrade.  The project is currently on track to be completed by 30 June 2019.
6.2	<b>Amend the Trading in Public Places Local Law 2008</b> Council decision from April 2016 (Item 9.1.6) and former CBP Item 7.2.	The online alfresco, goods display and portable sign permit system was launched in February 2018. The system will be monitored to determine the need for any amendments to the local law.

The City received a total of 679 building permit applications and 482 development applications in 2017/18.

The key statistics related to Building and Planning are outlined below.

## Key Building Statistics

	2017/18	2016/17
Total Building Permit Applications	679	558
Total Value Development ( <i>for which building permit has been issued</i> )	\$180,523,940	\$110,979,994
Total Demolition and Occupancy Permit Applications	105	159

## Key Planning Statistics

	2017/18	2016/17
Total Development Applications Received	482	455
Total Development Applications Determined	585	490
Average Number of Days to Determine Development Applications	110	161
Total Number of New Dwellings Approved	238	528

Applications Determined by the Development Assessment Panel (DAP)	15	20
State Administrative Tribunal (SAT) Reviews	7	15
Design Review Panel (DRP) Matters	42	27
Total Development Value for Received Applications	\$191,986,022	\$287,376,080
Total Development Value for Determined Applications	\$227,613,130	\$291,163,055

As detailed above, during the 2017/18 financial year, the City's development assessment performance improved significantly, leading to a meaningful reduction in both numbers of outstanding applications and average processing time.

The City of Vincent also has a team of Compliance Officers tasked with ensuring compliance to the City's planning and building regulations and requirements.

In 2017/18, the City's Compliance Officers investigated 387 building and planning complaints made by City ratepayers and residents, and issued seven planning infringement notices, two formal written directions and five building orders. Two prosecution cases were finalised and both resulted in successful convictions in response to planning and building offences.

**Key Building and Planning Compliance Statistics**

	<b>2017/18</b>	<b>2016/17</b>
Total Compliance Matters Received	387	333
Total Compliance Investigations Completed	351	282

## Health Services

The City of Vincent's Health Services play a significant role in inspecting a large number of food business, lodging houses and public buildings to ensure compliance with relevant health and environmental regulations.

In 2017/18, the City implemented a review of its Public Health Plan, in accordance with the Public Health Act 2016.

Progress against this project is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
7.16	<b>Review of Public Health Plan 2014-2017</b> Review the City's Public Health Plan, as required by the Public Health Act 2016.	Conducted a review of the City's performance against the key actions and outcomes of the current Public Health Plan.

The City's Health Services have a significant compliance role that includes responding to a diverse range of complaints, as well as developing, regulating and enforcing legislation to promote good health practices. Health Services regularly undertakes a large number of inspections of food businesses, lodging houses, public buildings and swimming pools.

The City is home to a large number of events and markets, including the Beauvine Festival, Mount Hawthorn Streets & Lanes Festival, Light Up Leederville Festival, St Patrick's Day Festival, Kyilla Community Farmers Markets, Mt Hawthorn Hawkers Markets and Hyde Park Community Fair, and the City's Health Services play a substantial role in ensuring these markets and events are delivered safely.

The City continued to monitor compliance with health and environmental regulations and issued a number of approvals in 2017/18, as outlined below.

Item	Number
Health Customer Service Complaints	847
Food Business Inspections	776
Public Building Inspections	47
Lodging House Inspections	16
Water Sampling	236
Food Sampling	32
Liquor Applications	73
Noise Exemption Permits <i>These were assessed and issued to builders and event organisers for specific activities with strict conditions.</i>	110
Temporary Public Buildings Approved and Inspected <i>These included event area marquees, stages and structures.</i>	52
Temporary Food Stall Permits Issued for Public Events	455
Vending Vincent Mobile Food Vendor Permits	14

The City continued to receive an increasing number of requests from the community relating to environmental health, with a total of 847 requests received in the 2017/18 financial year compared to 681 requests received in 2016/17, and 612 received in the 2015/16. These complaints related to noise, hazardous materials and storage, air pollution, keeping of animals, pest control, and substandard properties.

Health Services also worked on a number of proactive initiatives throughout 2017/18, including:

- A review of the City's performance against the existing Public Health Plan (as part of the current review of the Plan).
- Co-ordinating the Vincent Liquor Accord meetings.
- Co-ordinating the Vending Vincent Mobile Food Vendors Program.
- A routine Food Sampling Program of various food types and businesses.
- A European Wasp Monitoring Program.
- A Mosquito Monitoring Program.

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## Policy and Place

The City of Vincent is committed to ensuring it has the right policies in place to facilitate the continued growth and development of the City and ensure its Town Centres are prosperous and people focussed.

In 2017/18, the City made significant progress in the areas of strategic planning, place management, heritage and sustainability, through its Corporate Business Plan.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
4.10	<b>Prepare a Plan for the Collection and Expenditure of Cash in Lieu of Car Parking</b> Draft Local Planning Strategy, Action 1.4.3 - Retail and Commerce: review the City's cash-in-lieu requirements for car parking to align with the real cost of car parking and use the revenue gained to improve parking and associated transport facilities in the City's Activity/Town Centres to support the retail and commerce of these Centres.	Undertook an audit of development approvals that have been required to pay cash in lieu, existing accounts and processes.  Identified preliminary accounting and process improvements.
6.1	<b>Prepare Draft Leederville Activity Centre Plan</b> State Planning Policy 4.2 - Activity Centres.	Drafted tender documentation to appoint a consultant to undertake works.
6.3	<b>Prepare, Implement and Review Town Centre Place Plans</b> Plan and co-ordinate Town Centre based initiatives.	Adoption of Volumes 1 (all centres) and 2 (North Perth, specifically) of the Town Centre Place Plan in May 2018, following community consultation.  Progress has been made on Volume 3 (Mount Hawthorn).
6.4	<b>Deliver a new open space/town square for the North Perth Town Centre</b> Implementation of former CBP Item 9.7 and report to Council on the same in July 2017.	A consultant for design, documentation and management of the project was appointed.  The City secured a \$250,000 contribution from the State Government.  The Concept Plan was adopted by Council in June 2018.
6.5	<b>Prepare an Urban Design Concept for View Street Car Park and Surrounds</b> Prepare an urban design concept and business case for improvements to the View Street Car Park and adjoining View Street road reserve, in order to enhance the amenity and attractiveness of the area and pedestrian connectivity	Scheduled to commence in 2019/20.



	between View Street and Angove Street. <i>As reported to Council in July 2017.</i>	
6.6	<b>Review the Economic Development Strategy 2013-2016</b> Review and renew the City's Economic Development Strategy in liaison with Council's Business Advisory Group.	Completed an audit of the existing 2013-2016 Strategy.  The Business Advisory Group adopted Key Priority Areas to inform the review.
6.11	<b>Heritage Strategic Plan</b> Review and renew the City's Heritage Strategic Plan 2013-2017.	Commenced an audit of the existing 2013-2017 Plan.
7.1	<b>Car Parking Strategy and Integrated Transport Plan</b> Review the City's Car Parking Strategy and prepare an Integrated Transport Plan.	Drafted tender documentation to appoint a consultant to undertake work on this project.
8.2	<b>Sustainable Environment Strategy</b> Review and implement the Sustainable Environment Strategy in liaison with Council's Environmental Advisory Group.	Completed an audit of existing Strategy and other relevant City documents relating to sustainability.  Completed a review of the community feedback gathered through the <i>Imagine Vincent</i> community engagement campaign.  Developed key focus areas and sustainability objectives with the Environmental Advisory Group.

2017/18 Council Resolutions	2017/18 Actions Towards Completion
<b>Action on Climate Change</b> <i>Item 14.1 Notice of Motion – OMC 4 April 2018</i>	Prepared a draft Sustainable Environment Strategy, which is expected to be presented to Council (for consent to advertise) by March 2019. The Strategy is intended to support decision making in the 2019/20 Budget and Corporate Business Plan.
<b>Relocation of the Leederville Town Centre Taxi Zone</b> <i>Item 9.11 – OMC 19 September 2017</i>	Commenced the Leederville Taxi rank relocation trial by moving the bays further east along Newcastle Street, approving the installation of public alfresco in the former taxi rank site and installing ride share pick up/set down locations.  Community consultation on this trial occurred in September 2018 and was considered by Council in October 2018.
<b>Investigate Reduction or Elimination of Single Use Plastics</b> <i>Item 14.1 Notice of Motion – OMC 22 August 2017</i>	Completed an investigation into the City's use of single use plastics.  The investigation produced a number of recommendations that will be implemented over the next four years to reduce or eliminate the major sources of single use plastic currently used within the City's operations, facilities and events.

Other Work	2017/18 Actions Towards Completion
<b>Solar Feasibility Study</b>	Completed a feasibility study to understand the costs and benefits associated with installing solar photovoltaic systems on four of the City's highest energy usage facilities. This work has

	resulted in a project to install the systems being included in the 2018/19-2021/22 Corporate Business Plan.
<b>Town Team Grants</b>	Provided approximately \$40,000 in grant funding to the City's Town Teams and assistance through the City's Place Managers to strengthen these groups and facilitate the development of action plans and delivery of great place outcomes.
<b>Mount Hawthorn Hawkers Market and Beaufort Street Artisan Market</b>	Continued to support the Mount Hawthorn Hawkers Market and Beaufort Street Artisan Market.
<b>Character Retention and Heritage Areas</b>	Introduced a new Heritage Area for Janet Street and a new Character Retention Area for Carr Street, both in West Perth, to protect the cultural, historic and built form of these streets.
<b>Heritage Assistance Fund</b>	Provided heritage grant funding of \$82,000 to help members of the community restore and maintain their heritage properties for future generations.
<b>North Perth and Mount Hawthorn Parking Restrictions</b>	Monitored and progressed a review of the parking restrictions in the North Perth and Mount Hawthorn Town Centres to ensure that parking restrictions in the area function appropriately.
<b>Built Form Policy</b>	Continued to work with the Department of Planning, Lands and Heritage on local planning policy provisions on landscaping and setbacks that are subject to the approval of the Western Australian Planning Commission.  The above work will lead to an amendment to the Built Form Policy in 2018/19.
<b>Car Parking Policy</b>	Completed a review of the City's Car Parking Local Planning Policy to provide guidance on car parking for non-residential development.
<b>Design Review Panel</b>	Completed a review of the City's design review process and introduced a new Design Review Panel and Terms of Reference.
<b>Parklets</b>	Worked with local businesses in Mount Hawthorn to install a new parklet on Scarborough Beach Road.  Worked with local businesses in North Perth to relocate the existing City-managed parklet along Angove Street.  Completion of the above projects will occur in early 2018/19.
<b>Name the Lanes</b>	Continued to work with the Geographic Names Committee (Landgate), the Department of Aboriginal Affairs and the Whadjuk Working Party to name 12 laneways around Beaufort Street.

### Planning

The City's long-awaited Local Planning Scheme No. 2 and Local Planning Strategy were approved by the State Government and came into effect in May 2018. Broadly, the new Scheme seeks to:

- Maintain the historic neighbourhoods of North Perth, Mount Hawthorn and Mount Lawley.
- Encourage more mixed-use vibrancy in the City's well established Town Centres.
- Accommodate new higher density development along major roads and public transport routes.
- Encourage transit oriented development in areas that are well located near public transport such as Mount Hawthorn, near Glendalough.
- Allow for Claisebrook to become a vibrant urban transit hub.

- Protect the City's parks and green spaces.

**Place Management**

Place Management continues to co-ordinate the growth and development of Vincent's Town Centres. In 2017/18, the City was recognised for its innovative and industry leading approach to place management and was awarded a Place Process Award from Place Leaders Asia Pacific.

The award highlights the City's ongoing commitment to local place making and strategic approach to bringing stakeholders together to collaborate and ensure the City's Town Centres are responsive to changing and challenging economic, governance and cultural environments.

**Brookman and Moir Streets Precinct**

The Brookman and Moir Streets Precinct includes 58 Federation Queen Anne style cottages built in the 1890s.

In November 2017, the City of Vincent and land owners in the Brookman and Moir Streets Precinct were awarded a UNESCO Asia-Pacific Award of Distinction – the only Australian winner at the awards. This award recognizes the thoughtful and careful restoration of this important historic urban landscape, with financial support from the City of Vincent, local Heritage Council and technical guidance from conservation professionals.

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# Engineering

## **2017/18 Overview**

In 2017/18, the City of Vincent's Engineering team implemented a number of improvements to the local road network, pedestrian crossings, parks and reserves across the City. These included drainage improvements to Lawler Street to create a useable area of public open space, upgrades to the Braithwaite Park public toilets, installation of pedestrian crossing signals to a number of high traffic areas, and further improvements to the Charles Veryard Reserve.

Stage 2 of the State Government's Bike Boulevard Project was implemented in 2017/18, which saw additional funding of \$200,000 secured to complete the Bourke Street link to the Mitchell Freeway.

The City introduced changes to its Verge Treatments and Street Trees Policies to allow residents to install swings, rope ladders, platforms and decorations in street trees and install raised garden beds and place logs/rocks and furniture on their verges.

One of the key highlights for 2017/18 was the development of a waste strategy to guide the implementation of waste minimisation measures and inform a review of the City's delivery of waste management services to the community.

**Andrew Murphy**  
**Director – Engineering**

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# Asset and Design Engineering

Our Asset and Design Engineering team is responsible for the asset management, design and documentation for all new infrastructure within the road reserve including parking restrictions, signs and line-marking, and traffic management.

In 2017/18, the City made significant progress in this area including the redesign and redevelopment of the drainage sump at the intersection of Lawler Street and Bedford Street in North Perth to convert the site into a more useable park. The design and implementation of the Loftus Street Bike Lanes, implementation of Stage 2 of the State Government's Bike Boulevard Project, installation of pedestrian crossing signals at several intersections across the City, and upgrades to several park facilities.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
1.9	<b>Braithwaite Park Toilet Upgrade</b> Upgrade the public toilet facilities at Braithwaite Park (attached to the Mount Hawthorn Community Centre) to better cater for the increased needs of the community.	Works commenced in April 2018.
1.12	<b>Lawler Street Sump</b> Undertake the redesign and redevelopment of the drainage sump at the intersection of Lawler Street and Bedford Street, North Perth, in order to convert the site into a more useable park.	Design reviewed by Hydraulic consultant. Construction commenced in March 2018.  Works finalised and opened to the public on 23 June 2018.
7.1	<b>Car Parking Strategy and Integrated Transport Plan</b> Review the City's Car Parking Strategy and prepare an Integrated Transport Plan.	Project is on track and scheduled for completion by 30 June 2020.
7.5	<b>Implement 40km/h Speed Zone Trial</b> Undertake community consultation in 2017/18 to determine the level of community support for implementing a 40km/h speed zone trial in the south of Vincent. Implement the trial in 2018/19, subject to community support and Council approval.	Consultation held in 2017/2018 with implementation scheduled for 2018/19, subject to community support.
7.8	<b>Pedestrian Crossing - Fitzgerald Street near Namur Street</b> Install new signalised pedestrian crossing.	Completed.
7.9	<b>Pedestrian Crossing - Bulwer/Fitzgerald Street intersection</b> Add pedestrian crossing signals.	Design submitted to Main Roads for approval and works are anticipated to be completed in the first quarter of 2019.
7.10	<b>Pedestrian Crossing - Newcastle/Fitzgerald Street intersection</b> Add pedestrian crossing signals.	Design submitted to Main Roads for approval in September 2018. Works are

		anticipated to be completed in the first quarter of 2019.
7.11	<b>Pedestrian Crossing - William/Walcott Street intersection</b> Add pedestrian crossing signals.	Design submitted to Main Roads for approval in September 2018. Works are anticipated to be completed in the first quarter of 2019.
7.12	<b>Pedestrian Crossing - Brisbane/Lake Street intersection</b> Install tactile pavers at approaches to the existing pedestrian crossing and realign pedestrian ramps.	Completed.
7.13	<b>Loftus Street Bike Lanes</b> Design and implement Loftus Street Bike Lanes.	Design completed and construction scheduled to commence in 2018/19.
7.14	<b>Bike Boulevard - Stage 2</b> Implement Stage 2 of the State Government's Bike Boulevard Project.	Project is funded by a State Government Grant. Additional funding of \$200,000 was secured to complete the Bourke Street link to the Mitchell Freeway.  Project was completed in June 2018.
7.15	<b>Beatty Park Reserve Drainage Improvements</b> Implement drainage improvements as recommended by 2017 consulting engineer drainage/hydrological investigation.	Preliminary design completed and reviewed by hydraulic consultant.  Scope of works to be determined, subject to consultation with residents prior to implementation.



## Parks and Urban Green

Our parks and property spaces are precious to the Vincent community and important to protect, enhance and expand. The City of Vincent is committed to making these existing spaces even better, while finding creative ways to provide new spaces that respond to the community's changing needs.

In 2017/18, the City implemented a number of new projects to improve parks and property spaces for those in our community.

Progress against these projects is outlined below.

CBP Project Number	Description	2017/18 Actions Towards Completion
1.6	<b>Review Greening Plan</b>	A workshop was held with Council members on 10 April 2018 to discuss proposed changes to the Greening Plan and invite further feedback.  Council approved the draft Greening Plan 2018-2023 for public comment in June 2018.
1.7	<b>Axford Park Upgrade</b> Redesign and upgrade Axford Park and its surrounds, in accordance with Council's adopted Project Plan.	A workshop was held with Council members on 5 June 2018 where various 'quick wins' and two concepts were presented for further feedback.  Following a decision on the preferred option (with minor amendments), a report will be presented to the Council for endorsement in August 2018.

2017/18 Council Resolutions	2017/18 Actions Towards Completion
<b>Hyde Street Reserve – Proposed Extension</b> <i>Item 10.1 – OMC 17 October 2017</i>	Works have now been completed to extend the former Hyde Street Reserve by closing a portion of adjacent Hyde Street.  Additions to the park include nature play elements, a section of turf, park furniture and 'way-finding' lighting.
<b>Verge Treatments and Street Trees Policies</b> <i>Item 10.3 – OMC 21 August 2018</i>	Changes to these policies have been made to allow residents to install swings, rope ladders, platforms and decorations in street trees and install raised garden beds and place logs/rocks and furniture on their verges.

Notable projects undertaken in 2017/18, included:

- Charles Veryard Reserve – installation of a partial vegetative barrier around the dog exercise area, following many years of consultation and discussion.
- Kyilla Reserve - the upgrade of the irrigation system to industry standard, which will provide further savings in groundwater use.

## Waste Minimisation, Waste and Recycling

The City of Vincent takes a proactive approach to waste minimisation and, as a member of the Mindarie Regional Council, joins with the Cities of Perth, Joondalup, Wanneroo and Stirling and the Towns of Cambridge and Victoria Park to strategically approach waste and recycling in the City.

In 2017/18, the City developed a waste strategy to guide waste minimisation for the City of Vincent.

CBP Project Number	Description	2017/18 Actions Towards Completion
8.1	<b>Develop a Waste Strategy</b> Develop a Waste Strategy to guide the implementation of waste minimisation measures that will achieve greater waste diversion higher in the waste hierarchy than landfill and energy recovery. The Strategy will also inform a review of the City's delivery of waste management services to the community.	Consultation has been completed and the strategy considered by Council in the 2018/2019 financial year.

# Elected Member Meeting Attendance

## Council Meetings

Council meetings are held monthly at the City of Vincent Civic Centre. The attendances of Council Members at Council meetings for the 2017/18 financial year are shown in the table below.

Members	Ordinary Council Meetings entitled to attend	Ordinary Council Meetings attended	Apologies	Leave of Absence	Special Council Meetings entitled to attend	Special Council Meetings attended	Apologies	Leave of Absence	Council Briefings entitled to attend	Council Briefings attended	Apologies	Leave of Absence
Mayor Emma Cole	12	12	0	0	6	5	0	1	12	11	1	0
Deputy Mayor Susan Gontaszewski	12	10	0	2	6	6	0	0	12	10	0	2
Cr Matt Buckels	4	4	0	0	2	1	1	0	3	2	1	0
Cr Alex Castle	8	8	0	0	4	4	0	0	8	7	1	0
Cr Joanne Fotakis	8	8	0	0	4	4	0	0	8	8	0	0
Cr Jonathan Hallett	12	12	0	0	6	6	0	0	12	12	0	0
Cr Roslyn Harley	12	12	0	0	6	2	2	0	12	6	6	0
Cr Dan Loden	12	10	1	1	6	4	2	0	12	11	1	0
Cr Jimmy Murphy	12	12	0	0	6	6	0	0	12	11	1	0
Cr Joshua Topelberg	12	12	0	0	6	6	0	0	12	11	1	0

**Audit Committee Meetings**

The City of Vincent Audit Committee is responsible for the reviewing and making recommendations to Council regarding financial management, risk management, internal controls, legislative compliance, internal and external audit planning and reporting.

Members	Audit Committee meetings entitled to attend	Audit Committee meetings attended	Apologies	Leave of absence
Mayor Emma Cole	5	4	1	0
Deputy Mayor Susan Gontaszewski	5	4	1	0
Cr Dan Loden	5	4	1	0
Cr Joshua Topelberg	5	5	0	0
Elizabeth Hunt*	5	4	1	0
Mr Conley Manifis*	5	4	1	0

\*Note: denotes an external, independent member.

**Advisory Group Meetings**

City of Vincent Councillors sit on a number of Advisory Groups and Committees and their participation in these groups is outlined below.

**Safer Vincent Advisory Group (formerly Safer Vincent Crime Prevention Partnership)**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Deputy Mayor Susan Gontaszewski (Chair)	1	1	0
Cr Roslyn Harley	1	0	1

**Environmental Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Dan Loden (Chair)	6	6	0
Deputy Mayor Susan Gontaszewski	2	1	1
Cr Jonathon Hallett	4	4	0

**Arts Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Jimmy Murphy	6	6	0
Cr Joanne Fotakis	5	3	2
Cr Joshua Topelberg	1	1	0

**Reconciliation Action Plan Working Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Dan Loden (Co-Chair)	3	3	0
Cr Roslyn Harley (Co-Chair)	3	1	2
Cr Joshua Topelberg	3	1	1

**Children & Young People Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Deputy Mayor Susan Gontaszewski (Chair)	5	3	2
Cr Matt Buckels	2	1	1
Cr Alex Castle	3	3	0

**Business Advisory Committee**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Joshua Topelberg	4	4	0
Cr Jimmy Murphy	4	3	1
Cr Joanne Fotakis	4	4	0

**Road Safety Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Mayor Emma Cole	2	2	0
Cr Jonathon Hallett	2	2	0

**Urban Mobility Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Jonathon Hallett	5	5	0
Cr Alex Castle	5	5	0
Mayor Emma Cole	5	3	2

**Pedestrian & Cycling Advisory Group**

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Matt Buckels	3	3	0
Cr Jonathon Hallett	3	3	0

## Employee Remuneration

As per the requirements of the Local Government (Administration) Regulations 1996, tabled below are the number of City of Vincent employees earning over \$100,000 per annum.

Salaries in Excess of \$100,000	Number of Positions
Salary between \$100,001 & \$110,000	1
Salary between \$110,001 & \$120,000	1
Salary between \$120,001 & \$130,000	11
Salary between \$130,001 & \$140,000	1
Salary between \$140,001 & \$150,000	0
Salary between \$150,001 & \$160,000	0
Salary between \$160,001 & \$170,000	1
Salary between \$170,001 & \$180,000	1
Salary between \$180,001 & \$190,000	2
Salary between \$190,001 & \$200,000	0
Salary between \$200,001 & \$210,000	0
Salary between \$210,001 & \$220,000	0
Salary between \$220,001 & \$230,000	0
Salary between \$230,001 & \$240,000	0
Salary between \$240,001 & \$250,000	0
Salary between \$250,001 & \$260,000	0
Salary between \$260,001 & \$270,000	0
Salary between \$270,001 & \$280,000	1



# Gender Equality Report

The 2017/18 financial year was the second year that the City of Vincent has reported publicly on gender pay equity. We will continue to report on it annually in an effort to reach pay equity, where women and men receive equal pay for work of equal or comparable value.

## Gender Pay Gap

The gender pay gap is calculated as the difference between women's and men's average weekly full time equivalent earnings, as a percentage of men's earnings. According to the Workplace Gender Equality Agency (WGEA), Australia's national gender pay gap is currently at 14.6%, and has hovered between 14% and 19% for the past two decades.

Over the last 12 months, the City of Vincent has made progress on narrowing the gender pay gap and has reduced the gap from 9.5% in 2016/17 to 1.95% in 2017/18. As reported in the 2016/17 financial year, all of the positions within the Executive Management Team were held by male employees at that time, which provided the City with a future opportunity to introduce more of a gender balance in these key leadership roles.

The gender pay gap for the City of Vincent has decreased from the previous reporting period due to the appointment of a female Director into the City's Executive Management Team. There were improvements to the gender pay gap at all levels of the organisation, most notably in the Technical and Administration Officers levels which has reduced from 9.26% in 2016/17 to 4.44% in 2017/18. The gender pay gap for team leadership roles has also reduced with the Coordinator and Manager level gender pay gaps reported as less than 1% in 2017/18.

## Women in Leadership

Throughout the 2017/18 financial year, the percentage of females in leadership roles (level 7 and above) at the City of Vincent has increased from 54.9% to 65.55%.

## Attracting and Retaining

The City has a number of initiatives that make our workplace a great place to work for all people. In future, and wherever the opportunity arises, we will continue to pursue initiatives to attract women in all roles but particularly those which currently have lower female representation, such as technical roles within our outside workforce and within our Executive Management Team.

Some of the initiatives we will continue to promote and expand include:

- Leadership and development opportunities for women
- Flexible workplace opportunities for all role types
- Paid Parental leave
- Part-time and job share return to work options
- Support for breastfeeding women
- Discounted membership to Beatty Park Leisure Centre, with crèche options.
- Ability to purchase additional leave.

# Record Keeping Statement

## **Record Keeping Plan**

The City's current Record Keeping Plan was approved by the State Records Commission on 12 August 2016. The Plan and associated policy and procedures are comprehensive and address all requirements of the State Records Office. The City is required to review its Record Keeping Plan in 2021.

## **Record Keeping Systems**

A review of all enterprise applications and financial management systems were reviewed in line with the City's Corporate Business Plan. The efficiency and effectiveness of the City's Electronic Document and Records Management System was reviewed in 2017 and upgraded from HP TRIM to HPE Content Manager.

## **Record Keeping Training**

The City's record keeping training program includes monthly sessions, made available to all staff. The efficiency and effectiveness of this training program is reviewed via feedback from staff attending those sessions. In addition, all new starters are required to complete an induction program, conducted by Records staff, to ensure that they are aware of their roles and responsibilities with regards to their compliance with the City's Record Keeping Plan.

## **Freedom of Information Act 1992**

The City is subject to the provisions of the Freedom of Information Act 1992 (the FOI Act). The FOI Act gives the public a general right of access to information held by the City, subject to some limitations. It also provides the right of review in relation to decisions made by the City to refuse access to information applied for under the FOI Act. The City processed eleven (11) access requests during 2017/18. No applications for internal review of decision were received during this period.

## **Digital Records Strategy**

The City's mission is to operate a purely digital environment in line with the State Records Office "Born Digital Strategy" by 2022. Our objectives include the transition towards a paperless environment, improve the organisation's information management capability, ensure records are discoverable and accessible, and protect and preserve digital records for as long as it is required. Records staff conducted several digitisation projects during 2017/18 in line with the City's Corporate Business Plan to ensure that recent Development and Building approvals are more easily accessible.

# Freedom of Information

The City is subject to the provisions of the *Freedom of Information Act 1992* (the FOI Act). The FOI Act gives the public a general right of access to information held by the City, subject to limitations as set out in Clauses 1 to 15 of Schedule 1 to the Freedom of Information Act. It also provides the right of review in relation to decisions made by the City to refuse access to information applied for under the FOI Act.

In 2017/18, the City received and responded to 11 requests under the Act. No applications for internal review of decisions were received during this period.

The City maintains a public register of applications received, including a summary of records sought and decisions made. This can be found in the Accountability and Governance/Publicly Available Council Registers section of our website.

**CITY OF VINCENT**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

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**CITY'S VISION**

*A sustainable and caring community built with vibrance and diversity.*

**Principal place of business:**

244 Vincent Street (cnr Loftus Street)  
Leederville, Western Australia, 6007

**CITY OF VINCENT  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CHIEF EXECUTIVE OFFICER**

The attached financial report of the City of Vincent for the financial year ended 30 June 2018 is based on proper accounts and records to present fairly the financial position of the City of Vincent at 30 June 2018 and the results of the operations for the financial year then ended in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 9th day of November 2018

  
\_\_\_\_\_  
Chief Executive Officer

David MacLennan  
\_\_\_\_\_  
Name of Chief Executive Officer

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>Revenue</b>				
Rates	23(a)	33,377,748	32,939,532	31,234,580
Operating grants, subsidies and contributions	2(a)	2,217,799	815,585	1,990,993
Fees and charges	2(a)	18,873,789	18,888,300	18,382,601
Interest earnings	2(a)	1,028,880	958,080	959,203
Other revenue	2(a)	1,429,638	1,323,155	1,324,228
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>				
Employee costs		(23,248,963)	(25,939,930)	(21,835,574)
Materials and contracts		(17,274,514)	(17,749,340)	(15,829,592)
Utility charges		(1,933,363)	(1,955,570)	(1,808,666)
Depreciation on non-current assets	10(c)	(10,386,679)	(9,663,980)	(9,094,953)
Interest expenses	2(b)	(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(874,147)
Other expenditure		(2,974,253)	173,780	(2,573,538)
		(57,644,782)	(57,020,430)	(53,062,010)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on asset disposals	10(a)	150,369	411,373	176,760
(Loss) on asset disposals	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in Joint Ventures	19(b)	325,217	0	23,213
Change in Equity WALGA Local Govt House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
<b>Net result</b>		<b>(842,786)</b>	<b>1,007,939</b>	<b>3,821,308</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		<b>56,913,164</b>	<b>0</b>	<b>84,356,588</b>
<b>Total comprehensive income</b>		<b>56,070,378</b>	<b>1,007,939</b>	<b>88,177,896</b>

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual \$	2018 Adopted Budget \$	2017 Actual \$
<b>Revenue</b>	2(a)			
Governance		149,708	65,140	83,551
General purpose funding		36,006,200	34,855,507	34,321,084
Law, order, public safety		144,537	170,570	156,220
Health		388,317	330,940	358,175
Education and welfare		171,871	216,015	263,369
Community amenities		1,863,747	1,061,490	1,015,416
Recreation and culture		9,704,051	10,022,410	9,610,928
Transport		7,972,877	7,767,140	7,568,368
Economic services		249,966	241,410	240,742
Other property and services		276,580	194,030	273,752
		56,927,854	54,924,652	53,891,605
<b>Expenses</b>	2(a)			
Governance		(3,787,874)	(3,601,990)	(3,218,529)
General purpose funding		(872,245)	(803,155)	(656,733)
Law, order, public safety		(1,301,976)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,153,655)
Education and welfare		(1,470,827)	(1,317,045)	(1,137,051)
Community amenities		(11,048,332)	(11,376,900)	(10,144,593)
Recreation and culture		(21,746,775)	(21,470,245)	(20,340,579)
Transport		(12,724,693)	(12,310,410)	(11,613,576)
Economic services		(714,969)	(783,355)	(681,758)
Other property and services		(1,781,013)	(1,760,965)	(1,812,486)
		(56,647,681)	(56,024,800)	(52,016,470)
<b>Finance Costs</b>	2(a)			
Recreation and culture		(997,101)	(995,630)	(1,045,540)
		(997,101)	(995,630)	(1,045,540)
		(716,928)	(2,095,778)	829,595
Non-operating grants, subsidies and contributions	2(a)	2,610,635	2,692,344	2,594,651
Profit on disposal of assets	10(a)	150,369	411,373	176,760
(Loss) on disposal of assets	10(a)	(10,466)	0	(48,016)
Fixed assets written off	10(b)	(91,264)	0	0
(Loss) on revaluation of Infrastructure	9(b)	(3,572,563)	0	0
Net share of interest in joint ventures	19(b)	325,217	0	23,213
Change in Equity - WALGA LG House Trust		(19)	0	(683)
Profit on Assets Held for Sale (TPRC Joint Venture)	21(b)	462,233	0	245,788
		(125,858)	3,103,717	2,991,713
<b>Net result</b>		(842,786)	<b>1,007,939</b>	<b>3,821,308</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	11	56,913,164	0	84,356,588
<b>Total other comprehensive income</b>		<b>56,913,164</b>	<b>0</b>	<b>84,356,588</b>
<b>Total comprehensive income</b>		<b>56,070,378</b>	<b>1,007,939</b>	<b>88,177,896</b>

This statement is to be read in conjunction with the accompanying notes.



**STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2018**

	NOTE	2018	2017	Re-stated 1 July 2016
		\$		\$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3	20,866,019	17,424,002	16,499,516
Investments	4	11,000	0	0
Trade and other receivables	6	3,139,455	4,966,846	3,871,348
Inventories	7	184,342	181,244	170,061
<b>TOTAL CURRENT ASSETS</b>		<b>24,200,816</b>	<b>22,572,092</b>	<b>20,540,925</b>
<b>NON-CURRENT ASSETS</b>				
Other receivables	6	1,197,431	119,936	165,336
Land Held for Development	7	105,822	105,822	108,145
Investments	4	30,933	41,952	42,635
Interests in joint ventures	19	9,469,902	8,928,947	9,520,230
Property, plant and equipment	8	296,124,172	299,304,697	214,938,377
Infrastructure	9	179,727,045	125,387,784	125,233,757
<b>TOTAL NON-CURRENT ASSETS</b>		<b>486,655,305</b>	<b>433,889,138</b>	<b>350,008,480</b>
<b>TOTAL ASSETS</b>		<b>510,856,121</b>	<b>456,461,230</b>	<b>370,549,405</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	12	4,332,746	5,102,188	6,812,943
Current portion of long term borrowings	13	948,227	881,398	818,840
Provisions	14	3,367,101	3,486,758	3,255,342
<b>TOTAL CURRENT LIABILITIES</b>		<b>8,648,074</b>	<b>9,470,344</b>	<b>10,887,125</b>
<b>NON-CURRENT LIABILITIES</b>				
Long term borrowings	13	13,948,356	14,896,584	15,777,982
Provisions	14	429,113	334,102	301,994
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>14,377,469</b>	<b>15,230,686</b>	<b>16,079,976</b>
<b>TOTAL LIABILITIES</b>		<b>23,025,543</b>	<b>24,701,030</b>	<b>26,967,101</b>
<b>NET ASSETS</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>
<b>EQUITY</b>				
Retained surplus		124,871,424	128,238,061	127,103,457
Reserves - cash backed	5	11,431,970	8,908,119	6,221,415
Revaluation surplus	11	351,527,184	294,614,020	210,257,432
<b>TOTAL EQUITY</b>		<b>487,830,578</b>	<b>431,760,200</b>	<b>343,582,304</b>

This statement is to be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE	RESERVES			TOTAL EQUITY
	RETAINED SURPLUS	CASH/INVESTMENT BACKED	REVALUATION SURPLUS	
	\$	\$	\$	\$
<b>Balance as at 1 July 2016</b>	<b>130,693,260</b>	<b>6,221,415</b>	<b>210,510,558</b>	<b>347,425,233</b>
Correction of Errors	(3,589,803)	0	(253,126)	<b>(3,842,929)</b>
Re-stated Balance	127,103,457	6,221,415	210,257,432	343,582,304
Comprehensive income				
Net result	3,821,308	0	0	3,821,308
Changes on revaluation of assets	11 0	0	84,356,588	84,356,588
Total comprehensive income	3,821,308	0	84,356,588	88,177,896
Transfers from/(to) reserves	(2,686,704)	2,686,704	0	
<b>Balance as at 30 June 2017</b>	<b>128,238,061</b>	<b>8,908,119</b>	<b>294,614,020</b>	<b>431,760,200</b>
Comprehensive income				
Net result	(842,786)	0	0	(842,786)
Changes on revaluation of assets	11 0	0	56,913,164	56,913,164
Total comprehensive income	(842,786)	0	56,913,164	56,070,378
Transfers from/(to) reserves	(2,523,851)	2,523,851	0	
<b>Balance as at 30 June 2018</b>	<b>124,871,424</b>	<b>11,431,970</b>	<b>351,527,184</b>	<b>487,830,578</b>

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2018**

	NOTE	2018 Actual	2018 Adopted Budget	2017 Actual
		\$	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		33,096,764	32,939,532	31,333,379
Operating grants, subsidies and contributions		3,141,991	815,585	2,057,043
Fees and charges		18,873,789	19,052,698	18,178,191
Interest earnings		1,028,880	958,080	959,203
Goods and services tax		1,355,982	1,412,491	1,396,122
Other revenue		1,429,638	1,323,155	1,429,024
		58,927,044	56,501,541	55,352,962
<b>Payments</b>				
Employee costs		(23,423,727)	(25,831,720)	(24,502,452)
Materials and contracts		(17,896,936)	(17,693,097)	(19,373,111)
Utility charges		(1,933,363)	(1,955,570)	(2,054,392)
Interest expenses		(997,101)	(995,630)	(1,045,540)
Insurance expenses		(829,909)	(889,760)	(992,908)
Goods and services tax		(1,249,296)	(1,412,491)	0
Other expenditure		(2,812,744)	173,780	(94,776)
		(49,143,076)	(48,604,488)	(48,063,179)
<b>Net cash provided by (used in) operating activities</b>	15	9,783,968	7,897,053	7,289,783
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(2,869,513)	(5,052,819)	(4,981,769)
Payments for construction of infrastructure		(5,861,319)	(8,358,501)	(4,554,169)
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,548,355
Proceeds from sale of fixed assets		326,311	537,833	351,910
Proceeds from Joint Ventures		333,333	0	916,666
<b>Net cash provided by (used in) investment activities</b>		(5,460,553)	(10,181,143)	(5,719,007)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of long term borrowings		(881,398)	(881,398)	(818,840)
Change in Bonds & Deposits		0	0	172,550
<b>Net cash provided by (used in) financing activities</b>		(881,398)	(881,398)	(646,290)
<b>Net increase (decrease) in cash held</b>		3,442,017	(3,165,488)	924,486
Cash at beginning of year		17,424,002	18,811,088	16,499,516
<b>Cash and cash equivalents at the end of the year</b>	3	20,866,019	15,645,600	17,424,002

This statement is to be read in conjunction with the accompanying notes.

**RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2018**

		2018	2018	2017
	NOTE	Actual	Adopted Budget	Actual
		\$	\$	\$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)		4,475,025	4,035,268	4,251,223
		4,475,025	4,035,268	4,251,223
<b>Revenue from operating activities (excluding rates)</b>				
Governance		149,708	65,140	97,235
General purpose funding		2,628,452	1,915,975	3,086,504
Law, order, public safety		166,875	187,510	164,505
Health		388,316	330,940	363,427
Education and welfare		171,870	216,015	263,369
Community amenities		1,881,133	1,074,130	1,025,597
Recreation and culture		9,724,879	10,027,350	9,646,307
Transport		7,973,016	7,767,140	7,568,368
Economic services		249,966	241,410	250,640
Other property and services		1,197,889	570,883	636,834
		24,532,104	22,396,493	23,102,786
<b>Expenditure from operating activities</b>				
Governance		(3,787,874)	(3,601,990)	(3,217,846)
General purpose funding		(872,264)	(803,155)	(656,733)
Law, order, public safety		(1,306,516)	(1,370,625)	(1,257,510)
Health		(1,198,977)	(1,230,110)	(1,154,158)
Education and welfare		(1,470,828)	(1,317,045)	(1,137,051)
Community amenities		(11,052,398)	(11,376,900)	(10,144,593)
Recreation and culture		(22,777,931)	(22,465,875)	(21,386,119)
Transport		(12,733,106)	(12,310,410)	(11,627,868)
Economic services		(751,499)	(783,355)	(681,758)
Other property and services		(1,795,137)	(1,760,965)	(1,845,708)
		(57,746,530)	(57,020,430)	(53,109,344)
<b>Net Operating excluding Rates</b>		(33,214,426)	(34,623,937)	(30,006,558)
<b>Operating activities excluded</b>				
(Profit) on disposal of assets	10(a)	(150,369)	(411,373)	(176,760)
Loss on disposal of assets	10(a)	10,466	0	48,016
Fixed assets written off	10(b)	91,264	0	0
Assets expensed during the year	8(b)	161,507	0	0
Movement in deferred pensioner rates (non-current)		(11,092)	0	45,401
Movement in employee benefit provisions (non-current)		95,011	0	32,109
Depreciation and amortisation on assets	10(c)	10,386,679	9,663,980	9,094,953
Equity in Local Government House in Trust		19	0	(683)
Movement in Joint Venture Operations		(325,217)	0	(23,213)
Profit/loss on Assets Held for Sale - TPRC Joint Venture		(506,411)	0	(245,788)
Restricted Unspent Grant		0	0	(600,000)
<b>Amount attributable to operating activities</b>		(18,987,543)	(21,336,062)	(17,581,300)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		2,610,635	2,692,344	2,594,651
Proceeds from disposal of assets	10(a)	326,311	204,500	351,910
Proceeds from Joint Ventures		333,333	333,333	916,666
Purchase of property, plant and equipment	8(b)	(2,869,513)	(5,052,819)	(4,981,769)
Purchase and construction of infrastructure	9(b)	(5,861,319)	(8,358,501)	(4,554,169)
<b>Amount attributable to investing activities</b>		(5,460,553)	(10,181,143)	(5,672,711)
<b>FINANCING ACTIVITIES</b>				
Repayment of long term borrowings	13(a)	(881,398)	(881,398)	(818,840)
Transfers to reserves (restricted assets)	5	(3,283,928)	(1,850,534)	(3,614,461)
Transfers from reserves (restricted assets)	5	760,077	1,309,605	927,757
<b>Amount attributable to financing activities</b>		(3,405,249)	(1,422,327)	(3,505,544)
<b>Surplus(deficiency) before general rates</b>		(27,853,345)	(32,939,532)	(26,759,555)
<b>Total amount raised from general rates</b>	23(a)	33,377,748	32,939,532	31,234,580
<b>Net current assets at June 30 c/fwd - surplus/(deficit)</b>	24	<b>5,524,402</b>	<b>0</b>	<b>4,475,025</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30TH JUNE 2018

### BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

#### THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 to these financial statements.

#### AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

##### Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES

### (a) Revenue

#### Other revenue

Reimbursements and recoveries

Other

#### Fees and Charges

Governance

General purpose funding

Law, order, public safety

Health

Education and welfare

Community amenities

Recreation and culture

Transport

Economic services

Other property and services

	2018 Actual	2017 Actual
	\$	\$
Reimbursements and recoveries	1,301,106	1,165,477
Other	128,532	158,751
	1,429,638	1,324,228
Governance	1,258	4,369
General purpose funding	396,191	368,382
Law, order, public safety	141,822	153,457
Health	376,667	341,554
Education and welfare	107,873	110,256
Community amenities	909,379	907,527
Recreation and culture	8,693,625	8,695,729
Transport	7,900,611	7,476,580
Economic services	245,503	234,508
Other property and services	100,860	90,239
	18,873,789	18,382,601



NOTES TO THE FINANCIAL STATEMENTS OF THE MUNICIPALITY OF  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

### (a) Revenue (Continued)

#### Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

	2018	2017
	\$	\$
<b>Operating grants, subsidies and contributions</b>		
General purpose funding	1,097,546	1,678,835
Law, order, public safety	2,716	2,763
Health	1,636	2,056
Education and welfare	9,495	10,000
Community amenities	950,690	83,916
Recreation and culture	107,731	159,329
Transport	24,607	22,584
Economic services	644	1,259
Other property and services	22,734	30,251
	2,217,799	1,990,993
<b>Non-operating grants, subsidies and contributions</b>		
Law, order, public safety	137,830	113,384
Education and welfare	15,000	0
Recreation and culture	35,000	90,000
Transport	2,422,805	2,368,767
Other property and services	0	22,500
	2,610,635	2,594,651
<b>Total grants, subsidies and contributions</b>	<b>4,828,434</b>	<b>4,585,644</b>

#### SIGNIFICANT ACCOUNTING POLICIES

##### Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

##### Grants, Donations and Other Contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 22. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

#### Interest earnings

-Municipal funds  
- Reserve funds  
Other Interest note (23(b))

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
-Municipal funds	506,273	414,960	486,092
- Reserve funds	240,110	258,420	205,608
Other Interest note (23(b))	282,497	284,700	267,503
	1,028,880	958,080	959,203

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 2. REVENUE AND EXPENSES (CONTINUED)

### (b) Expenses

	2018 Actual	2017 Actual
	\$	\$
<b>Auditors remuneration</b>		
- Audit of the Annual Financial Report	23,600	19,500
	23,600	19,500
<b>Interest expenses (finance costs)</b>		
Long term borrowings (refer Note 13(a))	997,101	1,045,540
	997,101	1,045,540
<b>Rental charges</b>		
- Operating leases	485,485	655,206
	485,485	655,206

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

### 3. CASH AND CASH EQUIVALENTS

	NOTE	2018 \$	2017 \$
Unrestricted		8,580,810	7,915,883
Restricted		12,285,209	9,508,119
		20,866,019	17,424,002
The following restrictions have been imposed by regulations or other externally imposed requirements:			
Administration Centre Reserve	5	363	10,587
Asset Sustainability Reserve	5	3,896,230	3,251,804
Beatty Park Leisure Centre Reserve	5	149,681	253,819
Capital Reserve	5	7,671	7,470
Cash In Lieu Parking Reserve	5	1,688,491	781,449
246 Vincent Street Building Reserve	5	536,594	527,031
Electronic Equipment Reserve	5	54,004	52,589
Hyde Park Lake Reserve	5	152,168	148,177
Land and Building Acquisition Reserve	5	284,213	276,761
Leederville Oval Reserve	5	222,530	216,694
Leederville Tennis Reserve	5	3,024	1,981
Loftus Community Centre Reserve	5	24,544	17,811
Loftus Recreation Centre Reserve	5	58,631	39,123
North Perth Tennis Reserve	5	47,925	42,049
Parking Facility and Equipment Reserve	5	100,899	98,182
Plant and Equipment Reserve	5	210,436	300,763
State Gymnastics Centre Reserve	5	83,757	96,639
Strategic Waste Management Reserve	5	21,402	20,842
Tamala Park Land Sales Reserve	5	3,478,572	2,022,698
Underground Power Reserve	5	200,690	195,426
Waste Management Plant and Equipment Reserve	5	210,145	546,224
Unspent grants	22	853,239	600,000
		12,285,209	9,508,119

#### SIGNIFICANT ACCOUNTING POLICIES

##### Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of

##### Cash and cash equivalents (Continued)

cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**4. INVESTMENTS**

**Current Asset**

Shares in unlisted corporation - North Perth Community Financial Services Ltd

2018	2017
\$	\$
11,000	0

**Non Current Asset**

Investment in WALGA Local Government House Trust \*

Shares in unlisted corporation - North Perth Community Financial Services Ltd

30,933	30,952
0	11,000
30,933	41,952

**Financial assets at fair value through profit and loss**

At the beginning of the year

At the end of the year

41,952	42,635
41,933	41,952

**\* Investment in WALGA Local Government House Trust**

This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 2 of which are held by the City of Vincent.

The City first capitalised its share in the Local Government House Trust in 2015, with the current valuation based on the trust's 30 June 2017 audited financial statements.

**SIGNIFICANT ACCOUNTING POLICIES**

**Classification and subsequent measurement**

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the City has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

**Impairment**

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**4. INVESTMENTS (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Impairment (Continued)**

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, (if any), between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the City no longer has any significant continual involvement in the risks and benefits associated with the asset.

FOR THE YEAR ENDED 30TH JUNE 2018

## 5. RESERVES - CASH BACKED

	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual	2018 Budget Opening Balance	2018 Budget Transfer to	2018 Budget Transfer (from)	2018 Budget Closing Balance	2017 Actual Opening Balance	2017 Actual Transfer to	2017 Actual Transfer (from)	2017 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Administration Centre Reserve	10,587	216	(10,440)	363	11,418	178	(10,440)	1,156	61,555	1,032	(52,000)	10,587
Asset Sustainability Reserve	3,251,804	644,426	0	3,896,230	3,246,209	93,035	0	3,339,244	1,720,356	1,531,448	0	3,251,804
Beatty Park Leisure Centre Reserve	253,819	7,062	(111,200)	149,681	252,933	4,741	(175,000)	82,674	214,164	309,118	(269,463)	253,819
Capital Reserve	7,470	201	0	7,671	8,264	237	0	8,501	99,262	2,207	(93,999)	7,470
Cash In Lieu Parking Reserve	781,449	994,091	(87,049)	1,688,491	782,114	80,767	(175,000)	687,881	648,657	167,956	(35,164)	781,449
246 Vincent Street Building Reserve	527,031	14,193	(4,630)	536,594	528,131	12,986	(150,000)	391,117	512,630	14,401	0	527,031
Electronic Equipment Reserve	52,589	1,415	0	54,004	52,666	1,509	0	54,175	51,171	1,418	0	52,589
Hyde Park Lake Reserve	148,177	3,991	0	152,168	148,486	4,256	0	152,742	144,127	4,050	0	148,177
Land and Building Acquisition Reserve	276,761	7,452	0	284,213	277,340	7,948	0	285,288	269,198	7,563	0	276,761
Leederville Oval Reserve	216,694	5,836	0	222,530	217,145	5,220	(70,000)	152,365	210,774	5,920	0	216,694
Leederville Tennis Reserve	1,981	1,043	0	3,024	1,976	1,041	0	3,017	975	1,006	0	1,981
Loftus Community Centre Reserve	17,811	6,733	0	24,544	17,899	6,751	0	24,650	20,946	6,717	(9,852)	17,811
Loftus Recreation Centre Reserve	39,123	58,883	(39,375)	58,631	39,329	58,441	(39,375)	58,395	26,544	57,579	(45,000)	39,123
North Perth Tennis Reserve	42,049	5,876	0	47,925	42,094	5,943	0	48,037	36,316	5,733	0	42,049
Parking Facility and Equipment Reserve	98,182	2,717	0	100,899	98,461	2,790	(2,250)	99,001	129,056	3,626	(34,500)	98,182
Plant and Equipment Reserve	300,763	6,673	(97,000)	210,436	303,210	4,541	(289,500)	18,251	398,316	9,447	(107,000)	300,763
State Gymnastics Centre Reserve	96,639	13,468	(26,350)	83,757	96,746	13,677	0	110,423	83,461	13,178	0	96,639
Strategic Waste Management Reserve	20,842	560	0	21,402	20,884	599	0	21,483	20,272	570	0	20,842
Tamala Park Land Sales Reserve	2,022,698	1,489,907	(34,033)	3,478,572	1,991,393	1,529,712	(48,040)	3,473,065	1,344,639	958,838	(280,779)	2,022,698
Underground Power Reserve	195,426	5,264	0	200,690	195,835	5,613	0	201,448	190,086	5,340	0	195,426
Waste Management Plant and Equipment Reserve	546,224	13,921	(350,000)	210,145	543,138	10,549	(350,000)	203,687	38,910	507,314	0	546,224
	8,908,119	3,283,928	(760,077)	11,431,970	8,875,671	1,850,534	(1,309,605)	9,416,600	6,221,415	3,614,461	(927,757)	8,908,119

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED (CONTINUED)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Administration Centre Reserve	Ongoing	For providing for major renovation, maintenance, repairs and replacement of the fixtures and fittings associated with the City's Administration and Civic Centre.
Asset Sustainability Reserve	Ongoing	For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years.
Beatty Park Leisure Centre Reserve	Ongoing	For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings.
Capital Reserve	Ongoing	For future major capital works and projects.
Cash In Lieu Parking Reserve	Ongoing	This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1.
246 Vincent Street Building Reserve	Ongoing	For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land.
Electronic Equipment Reserve	Ongoing	For the replacement and major upgrade of electronic equipment including, but not limited to computer hardware and software, information technology and communication equipment.
Hyde Park Lake Reserve	Ongoing	For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.
Land and Building Acquisition Reserve	Ongoing	To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.
Leederville Oval Reserve	Ongoing	For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.
Leederville Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the water bore and/or pump at the Leederville tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Loftus Community Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Loftus Recreation Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
North Perth Tennis Reserve	Ongoing	For the upgrade, renewal and replacement of the North Perth tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease.
Parking Facility and Equipment Reserve	Ongoing	This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works.
Plant and Equipment Reserve	Ongoing	For the purchase of replacement plant and equipment associated with City's works.
State Gymnastics Centre Reserve	Ongoing	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Strategic Waste Management Reserve	Ongoing	Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).
Tamala Park Land Sales Reserve	Ongoing	For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City.
Underground Power Reserve	Ongoing	For the purpose of funding the City's contribution to approved underground power projects.
Waste Management Plant and Equipment Reserve	Ongoing	For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**1. TRADE AND OTHER RECEIVABLES**

**Current**

Rates outstanding  
Sundry debtors  
GST receivable  
Infringement Debtor  
Deposits and prepayments

**Non-current**

Rates outstanding - pensioners  
Infringement debtors - non current

	2018	2017
	\$	\$
Rates outstanding	488,384	218,492
Sundry debtors	1,026,930	1,963,640
GST receivable	0	106,688
Infringement Debtor	1,375,633	2,312,448
Deposits and prepayments	248,508	365,578
	3,139,455	4,966,846
Rates outstanding - pensioners	131,028	119,936
Infringement debtors - non current	1,066,403	0
	1,197,431	119,936

The amount shown above as Rates Outstanding - Pensioners is deferred in accordance with the Rates and Charges (Rebate and Deferments) Act 1992.

**Rates outstanding**

Includes:

Past due and not impaired

**Sundry debtors**

Includes:

Past due and not impaired

**Infringement debtors**

Includes:

Past due and not impaired

Impaired

Past due and not impaired	488,384	218,492
Past due and not impaired	915,157	699,625
Past due and not impaired	2,635,641	2,312,448
Impaired	(286,620)	0
	2,349,021	2,312,448

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**Classification and subsequent measurement**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**7. INVENTORIES**

**Current**

Depot  
Beatty Park Leisure Centre

**Non-current**

Land held for development (TPRC)

2018	2017
\$	\$
93,652	117,950
90,690	63,294
184,342	181,244
105,822	105,822
105,822	105,822

**SIGNIFICANT ACCOUNTING POLICIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land held for sale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

**Land held for sale (Continued)**

Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on TPRC's intentions to release for sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

**8 (a). PROPERTY, PLANT AND EQUIPMENT**

	2018	2017
	\$	\$
Land and buildings		
Land - freehold land at:		
- Independent valuation 2017 - level 2	128,067,500	128,067,500
	128,067,500	128,067,500
Buildings at:		
- Independent valuation 2017 - level 2	2,888,800	2,888,800
- Independent valuation 2017 - level 3	150,420,000	150,420,000
- Management valuation 2017 - level 3	80,441,724	80,441,724
Additions after valuation - cost	1,125,880	0
Less: accumulated depreciation	(74,088,821)	(70,091,100)
	160,787,583	163,659,424
Total land and buildings	288,855,083	291,726,924
Furniture and equipment at:		
- Management valuation 2016	3,359,070	3,359,070
Additions after valuation - cost	1,043,652	919,581
Less: accumulated depreciation	(2,957,295)	(2,720,235)
	1,445,427	1,558,416
Plant and equipment at:		
- Management valuation 2016	9,009,619	9,009,619
Additions after valuation - cost	2,450,800	2,768,148
Less: accumulated depreciation	(6,362,801)	(6,219,777)
	5,097,618	5,557,990
PPE - Work in Progress at:		
Additions - cost	726,044	461,367
	726,044	461,367
<b>Total property, plant and equipment</b>	<b>296,124,172</b>	<b>299,304,697</b>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Work in Progress - Buildings	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	41,915,327	12,930,000	54,845,327	154,162,683	209,008,010	812,334	4,207,550	910,483	214,938,377
Additions	0	0	0	1,152,873	1,152,873	919,581	2,768,148	141,167	4,981,769
Disposals	0	0	0	0	0	0	(223,166)	0	(223,166)
Revaluation increments/ (decrements) transferred to revaluation surplus	86,152,173	(12,930,000)	73,222,173	11,080,355	84,302,528	0	0	0	84,302,528
Depreciation expense	0	0	0	(3,326,771)	(3,326,771)	(218,833)	(1,149,207)	0	(4,694,811)
Transfers	0	0	0	590,284	590,284	45,334	(45,335)	(590,283)	0
Carrying amount at 30 June 2017	128,067,500	0	128,067,500	163,659,424	291,726,924	1,558,416	5,557,990	461,367	299,304,697
Additions	0	0	0	826,022	826,022	383,887	933,561	726,043	2,869,513
Disposals	0	0	0	0	0	(57,200)	(129,208)	0	(186,408)
Written off	0	0	0	0	0	(46,505)	(8,213)	0	(54,718)
Depreciation expense	0	0	0	(3,997,722)	(3,997,722)	(393,171)	(1,256,512)	0	(5,647,405)
Transfer to Expense	0	0	0	0	0	0	0	(161,507)	(161,507)
Transfers	0	0	0	299,859	299,859	0	0	(299,859)	0
Carrying amount at 30 June 2018	128,067,500	0	128,067,500	160,787,583	288,855,083	1,445,427	5,097,618	726,044	296,124,172

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	2	Market Approach	Independent valuation	June 2017	Price per square metre
Buildings	2/3	Cost and Market Approach	Independent valuation	June 2017	Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount.
<b>Furniture and equipment</b>					
Furniture and equipment	2/3	Cost and Market Approach	Independent/ Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
<b>Plant and equipment</b>					
Plant & equipment	2/3	Cost and Market Approach	Management valuation	June 2017	Make, size, model, year of manufacture and condition of asset.
Work in Progress - Buildings	3	Cost approach	At cost	June 2018	Construction costs and current condition - Level 3.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9 (a). INFRASTRUCTURE

	2018 \$	2017 \$
Infrastructure - Roads		
- Management valuation 2018	140,971,626	0
- Management valuation 2015	0	105,955,896
Additions after valuation - cost	0	4,759,402
Less: accumulated depreciation	(31,100,566)	(54,345,367)
	109,871,060	56,369,931
Infrastructure - Foothpaths		
- Management valuation 2018	30,080,951	0
- Management valuation 2015	0	33,473,683
Additions after valuation - cost	0	3,135,267
Less: accumulated depreciation	(10,090,083)	(14,530,565)
	19,990,868	22,078,385
Infrastructure - Right of Way		
- Management valuation 2018	11,343,528	0
- Management valuation 2015	0	8,785,076
Additions after valuation - cost	0	462,029
Less: accumulated depreciation	(2,689,655)	(5,908,876)
	8,653,873	3,338,229
Infrastructure - Drainage		
- Management valuation 2018	28,902,658	0
- Management valuation 2015	0	27,737,396
Additions after valuation - cost	0	273,193
Less: accumulated depreciation	(11,627,322)	(10,795,451)
	17,275,336	17,215,138
Infrastructure - Park Development		
- Management valuation 2018	15,981,258	0
- Management valuation 2015	0	19,243,268
Additions after valuation - cost	0	1,624,261
Less: accumulated depreciation	(4,749,721)	(6,443,716)
	11,231,537	14,423,813
Infrastructure - Car Park Development		
- Management valuation 2018	8,097,013	0
- Management valuation 2015	0	7,778,628
Additions after valuation - cost	0	204,324
Less: accumulated depreciation	(4,654,634)	(2,982,210)
	3,442,379	5,000,742
Other Infrastructure Assets		
- Management valuation 2018	13,845,323	0
- Management valuation 2016	0	351,346
- Management valuation 2015	0	9,060,255
Additions after valuation - cost	0	1,261,402
Less: accumulated depreciation	(6,247,943)	(5,119,708)
	7,597,380	5,553,295
Infrastructure - Work in Progress		
Additions - cost	1,664,612	1,408,251
Less: accumulated depreciation	0	0
	1,664,612	1,408,251
<b>Total infrastructure</b>	<b>179,727,045</b>	<b>125,387,784</b>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Right of Way	Infrastructure - Drainage	Infrastructure - Park Development	Infrastructure - Car Park Development	Other Infrastructure Assets	Infrastructure - Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2016	56,203,636	21,141,747	3,243,331	17,307,777	14,920,062	5,084,840	5,382,918	1,949,447	125,233,75
Additions	1,356,079	1,060,478	225,028	138,112	587,827	83,961	449,546	653,138	4,554,16
Depreciation expense	(1,742,663)	(575,950)	(130,130)	(230,751)	(1,084,076)	(168,059)	(468,514)	0	(4,400,14
Transfers	552,879	452,110	0	0	0	0	189,345	(1,194,334)	
Carrying amount at 30 June 2017	56,369,931	22,078,385	3,338,229	17,215,138	14,423,813	5,000,742	5,553,295	1,408,251	125,387,78
Additions	1,969,411	523,831	292,966	310,365	598,826	210,318	290,990	1,664,612	5,861,31
Written off	0	0	0	0	(8,154)	(9,408)	(18,983)	0	(36,54
Revaluation increments/ (decrements) transferred to revaluation surplus	53,097,326	(2,836,077)	5,142,685	(17,645)	(291,121)	(524,599)	2,255,755	0	56,826,32
Revaluation (loss)/ reversals transferred to profit or loss	0	0	0	0	(2,466,925)	(1,105,638)	0	0	(3,572,56
Depreciation expense	(1,979,442)	(638,994)	(142,960)	(232,522)	(1,026,214)	(170,350)	(548,792)	0	(4,739,27
Transfers	413,834	863,723	22,953	0	1,312	41,314	65,115	(1,408,251)	
Carrying amount at 30 June 2018	109,871,060	19,990,868	8,653,873	17,275,336	11,231,537	3,442,379	7,597,380	1,664,612	179,727,04

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Foothpaths	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Right of Way	3	Cost Approach	Independent valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Drainage	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Car Park Development	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Other Infrastructure Assets	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3
Infrastructure - Work in Progress	2/3	Cost Approach	Independent/ management valuation	June 2018	Construction costs and current condition - Level 3.
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.					

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 10. FIXED ASSETS

### SIGNIFICANT ACCOUNTING POLICIES

#### Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

#### Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

#### Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

#### Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

# 10. FIXED ASSETS (CONTINUED)

## (a) Disposals of Assets

The following assets were disposed of during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
	\$	\$	\$	\$	\$	\$	\$
<b>Plant and Equipment</b>							
Law, order, public safety	39,370	57,166	22,337	(4,540)	35,560	52,500	16,94
Community amenities	20,105	37,491	17,386	0	34,360	47,000	12,64
Recreation and culture	76,431	95,574	20,828	(1,685)	17,560	22,500	4,94
Transport	0	138	138	0	0	0	
Other property and services	50,502	135,942	89,681	(4,241)	38,980	82,500	43,52
	186,408	326,311	150,369	(10,466)	126,460	204,500	78,04

## (b) Fixed assets written off

The following assets were written off during the year.

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit
	\$	\$	\$	\$	\$	\$	\$
<b>Plant and Equipment</b>							
Recreation and culture	8,383	0	0	(8,383)	0	0	
Economic services	36,530	0	0	(36,530)	0	0	
Other property and services	9,806	0	0	(9,806)	0	0	
	54,719	0	0	(54,719)	0	0	
<b>Infrastructure</b>							
Community amenities	4,065	0	0	(4,065)	0	0	
Recreation and culture	23,989	0	0	(23,989)	0	0	
Transport	8,413	0	0	(8,413)	0	0	
Other property and services	78	0	0	(78)	0	0	
	36,545	0	0	(36,545)	0	0	
<b>Total written off</b>	91,264	0	0	(91,264)	0	0	

## (c) Depreciation

	2018	2017
	\$	\$
Buildings	3,997,722	3,326,771
Furniture and equipment	393,171	218,833
Plant and equipment	1,256,512	1,149,207
Infrastructure - Roads	1,979,442	1,742,663
Infrastructure - Footpaths	638,994	575,950
Infrastructure - Right of Way	142,960	130,130
Infrastructure - Drainage	232,522	230,751
Infrastructure - Park Development	1,026,214	1,084,076
Infrastructure - Car Park Development	170,350	168,059
Other Infrastructure Assets	548,792	468,514
	10,386,679	9,094,953

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**10. FIXED ASSETS (CONTINUED)**

**(c) Depreciation (Continued)**

**SIGNIFICANT ACCOUNTING POLICIES**

**Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Depreciation rates**

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 75 years
Furniture and equipment	3 to 40 years
Plant and equipment	2.5 to 35 years
Sealed roads and streets	
Subgrade structure	1,000 to 10,000 years
Pavement structure	20 to 120 years
Surface structure	20 to 120 years
Footpaths	13 to 113 years
Surface water channels	50 years
Drainage systems	120 years
Car park infrastructure	
Car park pavement	100 to 999 years
Car park seal	30 to 50 years
Car park other infrastructure	20 to 60 years
Parks infrastructure	
Reticulation	20 years
Parks other infrastructure	3 to 80 years

**Depreciation (Continued)**

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.



**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement**

The City measures the following assets and liabilities on a recurring basis:

- Financial Assets – Investments
- Land and Buildings
- Furniture and Equipment
- Plant and Equipment
- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The City does not measure any other assets and liabilities at fair value on a non-recurring basis.

The following table provides the fair values of the City's assets measured and recognised on a recurring basis after initial recognition and their categorisation within the fair value hierarchy:

**Recurring Fair Value Measurements****Financial Assets 30 June 2018**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Investment	4	-	41,933	-	41,933

**Financial Assets 30 June 2017**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Investment	4	-	41,952	-	41,952

**Non-Financial Assets 30 June 2018**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	157,898,783	160,787,583
Plant and Equipment	8	-	-	5,097,618	5,097,618
Furniture and Equipment	8	-	-	1,445,427	1,445,427
Roads	9	-	-	109,871,060	109,871,060
Footpaths	9	-	-	19,990,868	19,990,868
Rights of Way	9	-	-	8,653,873	8,653,873
Drainage	9	-	-	17,275,336	17,275,336
Park Development	9	-	-	11,231,537	11,231,537
Car Park Development	9	-	-	3,442,379	3,442,379
Other Infrastructure	9	-	-	7,597,380	7,597,380
Work in Progress - PPE	8	-	-	726,044	726,044
Work in Progress - Infrastructure	9	-	-	1,664,612	1,664,612
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>130,956,300</b>	<b>344,894,917</b>	<b>475,851,217</b>

**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement (Continued)****Non-Financial Assets 30 June 2017 - Re-stated**

	<b>Note</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Land	8	-	128,067,500	-	128,067,500
Buildings	8	-	2,888,800	160,770,624	163,659,424
Plant and Equipment	8	-	5,508,449	49,541	5,557,990
Furniture and Equipment	8	-	142,960	1,415,456	1,558,416
Roads	9	-	-	56,369,931	56,369,931
Footpaths	9	-	-	22,078,385	22,078,385
Rights of Way	9	-	-	3,338,229	3,338,229
Drainage	9	-	-	17,215,138	17,215,138
Park Development	9	-	-	14,423,813	14,423,813
Car Park Development	9	-	-	5,000,742	5,000,742
Other Infrastructure	9	-	-	5,553,295	5,553,295
Work in Progress - PPE	8	-	-	461,367	461,367
Work in Progress - Infrastructure	9	-	-	1,408,251	1,408,251
<b>Total non-financial assets recognised at fair value on a recurring basis</b>		<b>-</b>	<b>136,607,709</b>	<b>288,084,772</b>	<b>424,692,481</b>

## 0. FIXED ASSET (CONTINUED)

### (d) Fair Value Measurement (Continued)

#### Valuation techniques and inputs used to derive fair values

##### Recurring fair value measurements

##### Land

The City's land was valued by independent valuers as at 30 June 2017. The valuation has been conducted in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment, as well as the Local Government Act 1995 and accompanying regulations. The valuation excludes any Asset held for sale, under construction or work in progress, finance costs, stock or inventory, goodwill and intellectual property.

Both improved and unimproved land have been valued in accord the prevailing zoning/reservation or likely zoning. In determining value, sales evidence of comparable property has been collated and analysed across the various localities within the City of Vincent and used to determine the value of the subject land.

With regard to land that is currently zoned Parks, Recreation and/or for Public Purpose, having a highly restricted use, it is difficult with any degree of confidence in applying the typical valuation method of direct comparable sales evidence consistent with the Level 2 input. These were subsequently valued at the Level 3 valuation input hierarchy by using the professional judgement of a Registered Valuer who investigated land value within a wider general area of the region where traditionally land values are at their lowest. The appropriate sales of this marginal land was then applied to the subject property after making due allowances for location, size and utility. This provided only a low level of comparability.

##### Buildings

The Building asset class includes buildings owned by City of Vincent which have been measured at market value as at 30 June 2017. City's valuer has researched sales evidence across the relevant local markets. Value adjustments for considerations such as location, development potential, aspect, size and date of sale have been made to the most appropriate evidence to determine fair value.

The City's building & improvement assets such as the City's Depot, Community Halls and Club houses, Pavilion, etc which are considered to be of a "specialised nature" (non – market type properties which are not readily traded in the market place) are valued in 2017 by professionally qualified Registered Valuers using the cost approach. This approach is commonly referred to as the depreciated replacement cost (DRC).

The "DRC" approach considers the cost (sourced from cost guides such as Rawlinsons, Cordell, professional quantity surveyors and recent construction costs for similar projects throughout Western Australia) to reproduce or replace similar assets with an asset in new condition, including allowance for installation, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence. The depreciation consists of a combination of unit rates based on square metres and quantification of the component parts of the asset (level 2 valuation inputs). Other inputs (i.e. remaining useful life, asset condition and utility) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, specialised building assets were classified as having been valued using Level 3 valuation inputs.

##### Plant and Equipment

Plant and equipment were revalued in 2016 as part of the mandatory requirements embodied in Local Government (Financial Management) Regulation 17A. Whilst the additions since 1 July 2016 have been brought in the books at cost given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered that the recorded written down values approximate fair values. Thus, the value of the class of assets in the City's books is considered to be in accordance with Local Government (Financial Management (Regulation) 17A (2), which requires these assets to be shown at fair value.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, model, year of manufacture and condition.

**0. FIXED ASSET (CONTINUED)****(d) Fair Value Measurement (Continued)****Valuation techniques and inputs used to derive fair values (continued)****Infrastructure Assets**

The infrastructure assets valuation was carried out by an independent valuer in 2018. The assets which were the focus of this project included the following:

- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The valuation was undertaken using the City's inventory data. The data for car parks and parks had recently been updated and are of a moderate to high confidence level. The inventory of drainage is of a low confidence level.

The valuation process has been performed in accordance with accepted accounting standards (e.g. AASB 116 and AASB 13) and other best practice asset and financial management guides (e.g. International Infrastructure Management Manual© and Australian Infrastructure Financial Management Guidelines©). All assets have been valued using unit rate costs, sourced from the City, local suppliers or the Rawlinsons Australian Construction Handbook.

**Disclosed Fair Value Measurements**

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair value are disclosed in the notes:

Description	Note	Fair Value Hierarchy Level	Valuation Technique(s)	Inputs Used
<b>Assets</b>				
Receivables - Infringements		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments
<b>Liabilities</b>				
Borrowings		2	Income approach using discounted cash flow methodology	Current treasury borrowing rates for similar instruments

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

11. REVALUATION SURPLUS

	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	2018 Total Movement on Revaluation	2018 Closing Balance	2017 Opening Balance	2017 Revaluation (Decrement)	2017 Total Movement on Revaluation	2017 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	125,380,529	0	0	0	125,380,529	52,158,356	73,222,173	73,222,173	125,380,529
Revaluation surplus - Buildings	115,951,868	0	0	0	115,951,868	104,871,513	11,080,355	11,080,355	115,951,868
Revaluation surplus - Furniture and equipment	206,609	0	0	0	206,609	206,609	0	0	206,609
Revaluation surplus - Plant and equipment	2,113,335	0	0	0	2,113,335	2,113,335	0	0	2,113,335
Revaluation surplus - Joint Venture in Mindarie Regional Council	2,512,379	86,840	0	86,840	2,599,219	2,458,319	54,060	54,060	2,512,379
Revaluation surplus - Joint Venture in Tamala Park Regional Council	529	0	0	0	529	529	0	0	529
Revaluation surplus - Infrastructure - Roads	28,483,439	53,097,326	0	53,097,326	81,580,765	28,483,439	0	0	28,483,439
Revaluation surplus - Infrastructure - Foothpaths	15,706,778	0	(2,836,077)	(2,836,077)	12,870,701	15,706,778	0	0	15,706,778
Revaluation surplus - Infrastructure - Right of Way	0	5,142,685	0	5,142,685	5,142,685	0	0	0	0
Revaluation surplus - Infrastructure - Drainage	3,091,488	0	(17,645)	(17,645)	3,073,843	3,091,488	0	0	3,091,488
Revaluation surplus - Infrastructure - Park Development	291,121	0	(291,121)	(291,121)	0	291,121	0	0	291,121
Revaluation surplus - Infrastructure - Car Park Development	524,599	0	(524,599)	(524,599)	0	524,599	0	0	524,599
Revaluation surplus - Other Infrastructure Assets	351,346	2,255,755	0	2,255,755	2,607,101	351,346	0	0	351,346
	294,614,020	60,582,606	(3,669,442)	56,913,164	351,527,184	210,257,432	84,356,588	84,356,588	294,614,020

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 12. TRADE AND OTHER PAYABLES

### Current

Sundry creditors  
Accrued expenses  
Contribution liabilities

2018	2017
\$	\$
2,772,939	2,485,690
1,061,017	899,211
498,790	1,717,287
4,332,746	5,102,188

### SIGNIFICANT ACCOUNTING POLICIES

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect

#### Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



FOR THE YEAR ENDED 30TH JUNE 2018

## 13. INFORMATION ON BORROWINGS

## (a) Repayments - Borrowings

Particulars	Principal 1 July 2017	Principal Repayments		Principal 30 June 2018		Interest Repayments	
	\$	Actual	Budget	Actual	Budget	Actual	Budget
<b>Recreation and culture</b>							
Loan 2 246 Vincent Street DLGSC building	5,778,111	201,535	201,536	5,576,576	5,576,575	402,563	401,620
Loan 5 Loftus Centre Redevelopment	1,971,067	144,177	144,177	1,826,890	1,826,890	133,915	133,268
Loan 6 Underground Car Park Loftus Rec	1,254,662	223,795	223,796	1,030,866	1,030,866	51,852	51,852
Loan 10 Beatty Park Redevelopment	6,774,142	311,891	311,889	6,462,251	6,462,253	408,771	408,890
	15,777,982	881,398	881,398	14,896,583	14,896,584	997,101	995,630

All loan repayments were financed by general purpose revenue.

## Borrowings

	2018	2017
	\$	\$
Current	948,227	881,398
Non-current	13,948,356	14,896,584
	14,896,583	15,777,982

## (b) Undrawn Borrowing Facilities

## Credit Standby Arrangements

Credit card limit	50,000	50,000
Credit card balance at balance date	(7,417)	(4,548)
<b>Total amount of credit unused</b>	<b>42,583</b>	<b>45,452</b>

## Loan facilities

Loan facilities - current	948,227	881,398
Loan facilities - non-current	13,948,356	14,896,584
<b>Total facilities in use at balance date</b>	<b>14,896,583</b>	<b>15,777,982</b>

## Unused loan facilities at balance date

NIL NIL

## SIGNIFICANT ACCOUNTING POLICIES

## Financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

## Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

#### 14. PROVISIONS

	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
<b>Opening balance at 1 July 2017</b>			
Current provisions	1,772,315	1,714,443	3,486,758
Non-current provisions	0	334,102	334,102
	1,772,315	2,048,545	3,820,860
 Additional provision	 (69,069)	 44,423	 (24,646)
<b>Balance at 30 June 2018</b>	<b>1,703,246</b>	<b>2,092,968</b>	<b>3,796,214</b>
 <b>Comprises</b>			
Current	1,703,246	1,663,855	3,367,101
Non-current	0	429,113	429,113
	1,703,246	2,092,968	3,796,214

#### SIGNIFICANT ACCOUNTING POLICIES

##### Employee benefits

##### Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

##### Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

##### Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

##### Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 15. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
<b>Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	(842,786)	1,007,939	3,821,308
Non-cash flows in Net result:			
Depreciation	10,386,679	9,663,980	9,094,953
(Profit)/Loss on Sale of Asset	(139,903)	(411,373)	(128,744)
Assets expensed during the year	161,507	0	0
Fixed assets written off	91,264	0	0
Net Share of Interests in Joint Ventures	(325,217)	0	(23,213)
Change in Equity WALGA Local Govt House Trust	19	0	683
Profit on Assets Held for Sale (TPRC)	(462,233)	0	(245,788)
Loss on revaluation of fixed assets	3,572,563	0	0
Changes in assets and liabilities:			
Increase/(Decrease) in Provisions	(24,646)	0	263,524
Increase/(Decrease) in Income in Advance	0	0	(732,601)
Increase/(Decrease) in Accrued Income	0	0	165,033
(Increase)/decrease in Receivables	749,896	164,398	(967,737)
(Increase)/Decrease in Inventories	(3,098)	(1,984)	(11,183)
(Increase)/Decrease in Prepayments	0	0	(231,024)
Increase/(decrease) in payables	(769,442)	166,437	(1,150,703)
GST Movement	0	0	(16,370)
Grants contributions for the development of assets	(2,610,635)	(2,692,344)	(2,548,355)
Net cash from operating activities	9,783,968	7,897,053	7,289,783

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2018	2017
	\$	\$
Governance	24,589,440	23,873,834
General purpose funding	3,366,786	1,363,680
Law, order, public safety	2,645,288	2,565,028
Health	4,877,550	22,214,900
Education and welfare	18,711,660	19,062,798
Community amenities	3,934,262	3,087,346
Recreation and culture	235,250,879	222,781,658
Transport	196,304,660	140,613,980
Other property and services	21,175,594	20,898,006
	510,856,121	456,461,230

## 17. CONTINGENT LIABILITIES

### Mindarie Regional Council

In line with other equity holders in the Mindarie Regional Council (MRC), the City of Vincent has guaranteed, proportionate to its equity share (1/12), the obligations of MRC to the contractor which built and is now operating the Neerabup Resource Recovery Facility. The financial guarantee is to provide comfort to the operator (and its financiers) by providing a direct contractual relationship between each member council and the operator.

The guarantee can be called upon in the event of a default event during the contractor's operation of the facility. The share of the liability that could be generated by the exercise of the guarantee is estimated at an amount between \$1.5 million and \$7.2 million depending on the time of any such default event. The guarantee expires on 15 July 2019.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 18. CAPITAL AND LEASING COMMITMENTS

### (a) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects
- plant & equipment purchases

Payable:

- not later than one year

2018	2017
\$	\$
873,131	472,567
192,551	157,235
1,065,682	629,802

### (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

Payable:

- not later than one year
- later than one year but not later than five years

131,347	282,638
43,272	194,011
174,619	476,649

### SIGNIFICANT ACCOUNTING POLICIES

#### Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

#### Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 19. INTERESTS IN JOINT VENTURES

### (a) Non-current assets

Mindarie Regional Council  
Tamala Park Regional Council

2018	2017
\$	\$
5,658,875	5,496,159
3,811,027	3,432,788
9,469,902	8,928,947

#### Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The valuation as shown below is, at the time of preparation of these statements.

	2018	2017
	\$	\$
	Audited	Unaudited
Current Assets	2,837,000	2,431,812
Non-Current Assets	4,843,312	5,016,406
<b>Total Assets</b>	<b>7,680,312</b>	<b>7,448,218</b>
Current Liabilities	609,484	579,955
Non-Current Liabilities	1,411,953	1,372,104
<b>Total Liabilities</b>	<b>2,021,437</b>	<b>1,952,059</b>
<b>Net Assets</b>	<b>5,658,875</b>	<b>5,496,159</b>

#### Tamala Park Regional Council

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

	2018	2017
	\$	\$
	Audited	Unaudited
Current Assets	3,674,821	3,293,688
Non-Current Assets	160,810	162,490
<b>Total Assets</b>	<b>3,835,631</b>	<b>3,456,178</b>
Current Liabilities	24,175	23,174
Non-Current Liabilities	429	216
<b>Total Liabilities</b>	<b>24,604</b>	<b>23,390</b>
<b>Net Assets</b>	<b>3,811,027</b>	<b>3,432,788</b>
<b>Total Interest in Joint Ventures</b>	<b>9,469,902</b>	<b>8,928,947</b>



## 19. INTERESTS IN JOINT VENTURES (CONTINUED)

## (b) Change in Equity

	Note	2018	2017
		\$	\$
<b>Investment in Mindarie Regional Council</b>			
Opening Balance (based on audited financials)		5,496,159	5,418,516
Changes on Revaluation of Non-Current Assets		86,837	54,060
Net Share of Interests in Mindarie Regional Council		75,879	23,583
<b>Closing Balance (based on audited financials)</b>		<b>5,658,875</b>	<b>5,496,159</b>
<b>Investment in Tamala Park Regional Council</b>			
Opening Balance (based on draft financials)		3,432,788	4,101,714
Proceeds from Sale of Land		1,836,294	1,661,093
Land Development Expenses		(1,374,060)	(1,412,983)
Net Share of Interests in Tamala Park Regional Council - Rates		0	0
		<b>462,234</b>	<b>248,110</b>
Proceeds Distribution		(333,333)	(916,666)
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>249,338</b>	<b>(370)</b>
<b>Closing Balance (Based on audited financials)</b>		<b>3,811,027</b>	<b>3,432,788</b>
Net Share of Interests in Mindarie Regional Council		75,879	23,583
Net Share of Interests in Tamala Park Regional Council - Rates		(26,167)	(23,714)
Net Share of Interests in Tamala Park Regional Council - Equity		275,505	23,344
		<b>325,217</b>	<b>23,213</b>
<b>Non Current Assets</b>			
Land Held for Development	7	105,822	105,822
Interest in TPRC Joint Venture		3,811,027	3,432,788
		<b>3,916,849</b>	<b>3,538,610</b>

**SIGNIFICANT ACCOUNTING POLICIES****Interests in joint arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method.

**Interests in joint arrangements (Continued)**

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS

### Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

	2018 Actual	2018 Budget	2017 Actual
	\$	\$	\$
Meeting Fees	207,730	208,130	195,387
Mayor's allowance	62,727	62,730	58,247
Deputy Mayor's allowance	15,682	15,680	15,682
Travelling expenses	39	1,500	257
Telecommunications allowance	22,500	22,500	23,029
Stationery/Printing	2,196	3,000	2,833
Other Expenses	523	1,300	687
Child Care	5,012	3,000	1,826
	316,409	317,840	297,948

### Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

	2018	2017
	\$	\$
Short-term employee benefits	1,030,773	1,130,057
Post-employment benefits	101,596	138,825
Other long-term benefits	113,577	135,659
	1,245,946	1,404,541

#### Short-term employee benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

#### Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### Other long-term benefits

These amounts represent long service benefits accruing during the year.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 20. RELATED PARTY TRANSACTIONS (CONTINUED)

### Transactions with related parties

Transactions between related parties, and the City are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:

	2018	2017
	\$	\$
Sale of goods and services	59,155	58,748
Purchase of goods and services	2,407,557	2,367,378
<b>Joint venture entities:</b>		
Distributions received from joint venture entities	333,333	916,666
<b>Amounts outstanding from related parties:</b>		
Trade and other receivables	824	5,394
<b>Amounts payable to related parties:</b>		
Trade and other payables	27,613	58,371
Loans from associated entities	3,784	9,816

### Related Parties

The City's main related parties are as follows:

i. *Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. *Joint venture entities accounted for under the proportionate consolidation method*

The City has a one-twelfth interest Mindarie Regional Council and Tamala Park Regional Council. The interest in the joint venture entity is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture entities, refer to Note 19.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 21. MAJOR LAND TRANSACTIONS

Tamala Park Regional Council – Development of Catalina Estate

### (a) Details

The City is a participant (along with the Cities of Joondalup, Perth, Stirling, Wanneroo and the Towns of Cambridge and Victoria Park) in the operations of the Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop the Catalina Estate - approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City has a one twelfth (1/12) equity in the assets and liabilities of the development and the net proceeds of the land development; as well as a one twelfth (1/12) share in the asset of the lands held for development.

During the financial year ended 30 June 2018, the sale of 74 lots was settled. The City's share of the sale proceeds received by TPRC was \$1,836,293; and the City's share of the development and selling costs was \$1,374,060; resulting in a net gain on the disposal of the developed land as \$462,233. This note should also be read in conjunction with Note 19 Interests in Joint Ventures.

### (b) Current year transactions

	2018 Actual	2017 Actual
	\$	\$
<b>Operating income</b>		
- Profit on sale	333,333	916,666
<b>Capital income</b>		
- Proceeds from Sale of Land	1,502,961	744,427
<b>Capital expenditure</b>		
- Acquisition Cost of land Developed	(1,374,060)	(1,412,983)
- Land Development Costs	0	(2,322)
	(1,374,060)	(1,415,305)
<b>Profit/(Loss) on Sale of Land Assets (TPRC)</b>	462,233	245,788

### (c) Expected Future Cash Flows

	2019	2020	2021	2022	2023
<b>Cash outflows</b>					
- Development costs	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
	(2,709,047)	(2,600,663)	(2,660,814)	(2,429,924)	(2,292,631)
<b>Cash inflows</b>					
- Sale proceeds	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
	3,816,949	4,390,393	5,641,758	5,648,761	5,177,981
<b>Net cash flows</b>	1,107,902	1,789,730	2,980,944	3,218,837	2,885,350
	2024	2025	2026	2027	2028
	\$	\$	\$	\$	\$
<b>Cash outflows</b>					
- Development costs	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
	(2,535,011)	(2,032,944)	(2,266,999)	(392,253)	(78,775)
<b>Cash inflows</b>					
- Sale proceeds	5,365,680	4,122,673	6,527,700	2,444,907	0
	5,365,680	4,122,673	6,527,700	2,444,907	0
<b>Net cash flows</b>	2,830,669	2,089,729	4,260,701	2,052,654	(78,775)

### (d) Assets and liabilities

#### Land held for resale per Note 7

#### Non-Current

Land held for resale - cost  
Cost of acquisition

	2018	2017
	\$	\$
	150,000	105,822
	150,000	105,822

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance <sup>(1)</sup> 1/07/16	Closing Balance <sup>(1)</sup> 30/06/17	Received <sup>(2)</sup> 2017/18	Expended <sup>(3)</sup> 2017/18	Closing Balance 30/06/18
	\$	\$	\$	\$	\$
<b>Education and welfare</b>					
Share, Learn, Connect project	0	0	8,000	0	8,000
Dept of Communities	0	0	1,495	0	1,495
<b>Transport</b>					
Main Roads WA- Pedestrian crossing	600,000	600,000	0	0	600,000
Black Spot	0	0	16,000	0	16,000
North Perth Public Open Space	0	0	250,000	(22,256)	227,744
<b>Total</b>	600,000	600,000	275,495	(22,256)	853,239

**Notes:**

- (1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.
- (2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.
- (3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 23. RATING INFORMATION

### (a) Rates

RATE TYPE	Rate in \$	Number of Properties	Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>Differential general rate / general rate</b>											
<b>Gross rental valuations</b>											
Residential	6.2890	12,231	304,582,824	19,155,218	341,441	25,291	19,521,950	19,164,597	315,000	30,000	19,509,597
Other	6.4890	1,658	129,886,050	8,427,524	(229,372)	2,852	8,201,004	8,197,230	50,000	0	8,247,230
Vacant Other	12.2360	42	2,659,300	325,392	(24,369)	(1,708)	299,315	331,449	10,000	0	341,449
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		13,931	437,128,174	27,908,134	87,700	26,435	28,022,269	27,693,276	375,000	30,000	28,098,276
<b>Minimum payment</b>											
<b>Gross rental valuations</b>											
Residential	1,100	4,284	62,344,682	4,712,400	138,383	938	4,851,721	4,699,200	0	0	4,699,200
Other	1,100	129	1,423,005	141,900	(3,662)	337	138,575	136,400	0	0	136,400
Vacant Other	1,414	4	41,700	5,656	0	0	5,656	5,656	0	0	5,656
<b>Unimproved valuations</b>											
<b>Sub-Total</b>		4,417	63,809,387	4,859,956	134,721	1,275	4,995,952	4,841,256	0	0	4,841,256
<b>Total</b>		18,348	500,937,561	32,768,090	222,421	27,710	33,018,221	32,534,532	375,000	30,000	32,939,532
Rates paid in advance							359,527				0
<b>Total amount raised from general rate</b>							33,377,748				32,939,532

### SIGNIFICANT ACCOUNTING POLICIES

#### Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 23. RATING INFORMATION (Continued)

### (b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rate
		\$	%	%
<b>Option One</b>				
Single full payment	12-Sep-17	0.00	0.00%	0.00%
<b>Option Two</b>				
First instalment	12-Sep-17	0.00	0.00%	11.00%
Second instalment	06-Nov-17	13.00	5.50%	11.00%
Third instalment	08-Jan-18	13.00	5.50%	11.00%
Fourth instalment	06-Mar-18	13.00	5.50%	11.00%

	2018	2018 Budget
	\$	\$
Interest on unpaid rates	125,036	108,500
Interest on instalment plan	157,461	176,000
Interest on Cash in lieu plan	0	200
	282,497	284,700
Charges on instalment plan	5.50%	5.50%

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 24 NET CURRENT ASSETS

Composition of net current assets for  
the purposes of the Rate Setting Statement

	2018 (30 June 2018 Carried Forward)	2018 (1 July 2017 Brought Forward)	2017 (30 June 2017 Carried Forward)
	\$	\$	\$
<b>Surplus/(Deficit) 1 July 17 brought forward</b>	5,524,402	4,475,025	4,475,025
<b>CURRENT ASSETS</b>			
Cash and cash equivalents			
Unrestricted	9,434,050	8,515,883	8,515,883
Restricted	11,431,969	8,908,119	8,908,119
Investments			
Shares in unlisted corporation - North Perth Community Financial Services Ltd	11,000	0	0
Receivables			
Rates outstanding	488,384	218,492	218,492
Sundry debtors	1,026,930	1,963,640	1,963,640
GST receivable	0	106,688	106,688
Infringement Debtor	1,375,633	2,312,448	2,312,448
Deposits and prepayments	248,508	365,577	365,577
Inventories			
Depot	93,652	117,950	117,950
Beatty Park Leisure Centre	90,690	63,294	63,294
<b>LESS: CURRENT LIABILITIES</b>			
Trade and other payables			
Sundry creditors	(3,105,237)	(2,667,871)	(2,667,871)
ATO liabilities	332,298	182,180	182,180
Accrued expenses	(1,061,017)	(899,211)	(899,211)
Contribution liabilities	(498,790)	(1,717,287)	(1,717,287)
Current portion of long term borrowings	(948,227)	(881,398)	(881,398)
Provisions			
Provision for annual leave	(1,703,246)	(1,772,315)	(1,772,315)
Provision for long service leave	(1,663,855)	(1,714,443)	(1,714,443)
<b>Unadjusted net current assets</b>	15,552,742	13,101,746	13,101,746
<b>Adjustments</b>			
Less: Reserves - restricted cash	(11,431,970)	(8,908,119)	(8,908,119)
Less: Restricted- Sundry Debtors( Non-Operating Grant)	(600,000)	(600,000)	(600,000)
Less: Shares transferred from non current asset	(11,000)	0	0
Add: Current portion of long term borrowings	948,227	881,398	881,398
Add: Infringement Debtors transferred to non current asset	1,066,403	0	0
<b>Adjusted net current assets - surplus/(deficit)</b>	5,524,402	4,475,025	4,475,025

### Difference

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**25. FINANCIAL RISK MANAGEMENT**

The City's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The City's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the City.

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance area under policies approved by the Council.

The City held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2018	2017	2018	2017
	\$	\$	\$	\$
<b>Financial assets</b>				
Cash and cash equivalents	20,866,019	17,424,002	20,866,019	17,424,002
Investments	41,933	41,952	41,933	41,952
Receivables - Other	1,894,850	2,774,334	1,894,850	2,774,334
Receivables - Infringements - non-current	2,442,036	2,312,448	2,385,820	2,312,448
	<u>25,244,838</u>	<u>22,552,736</u>	<u>25,188,622</u>	<u>22,552,736</u>
<b>Financial liabilities</b>				
Payables	4,332,746	5,102,188	4,332,746	5,102,188
Borrowings	14,896,583	15,777,982	16,551,945	12,991,089
	<u>19,229,329</u>	<u>20,880,170</u>	<u>20,884,691</u>	<u>18,093,277</u>

Fair value is determined as follows:

Cash and cash equivalents, receivables (other than infringements outstanding) and payables are estimated to be the carrying value - which approximates net market value.

Receivables - Infringements are valued using estimated future cash flows discounted by the current market interest rates applicable to assets with similar risk profiles.

Borrowings and held to maturity investments use estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 25. FINANCIAL RISK MANAGEMENT (Continued)

### (a) Cash and Cash Equivalents

The City's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the City.

The City manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

	2018	2017
	\$	\$
Impact of a 1% <sup>(1)</sup> movement in price of investments		
- Equity	208,660	174,240
- Statement of Comprehensive Income	208,660	174,240

*Notes:*

<sup>(1)</sup> Sensitivity percentages based on management's expectation of future possible interest rate movements.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**25. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Receivables**

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the City's credit risk at balance date was:

	<b>2018</b>	<b>2017</b>
	<b>%</b>	<b>%</b>
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	11%	59%
- Overdue	89%	41%
Percentage of Infringement receivables		
- Current	0%	0%
- Overdue	100%	100%

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 5. FINANCIAL RISK MANAGEMENT (CONTINUED)

### (c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the City's Payables and Borrowings are set out in the Liquidity Table below:

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
<b>2018</b>	\$	\$	\$	\$	\$
Payables	4,332,746	0	0	4,332,746	4,332,746
Borrowings	1,891,770	10,346,328	7,077,582	19,315,680	14,896,583
	6,224,516	10,346,328	7,077,582	23,648,426	19,229,329
<b>2017</b>					
Payables	5,102,188	0	0	5,102,188	5,102,188
Borrowings	1,879,848	11,209,734	8,105,947	21,195,529	15,777,982
	6,982,036	11,209,734	8,105,947	26,297,717	20,880,170

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

<b>Year ended 30 June 2018</b>	<1 year	>1<2 years	>2<3 years	>3<4 years	>4<5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	\$	%
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	948,227	6,097,295	793,089	835,026	652,524	5,570,422	14,896,583	6.25%
Weighted average Effective interest rate	6.54%	5.49%	6.29%	6.36%	6.37%	6.42%		
<b>Year ended 30 June 2017</b>								
<b>Borrowings</b>								
<b>Fixed rate</b>								
Long term borrowings	881,398	948,227	6,097,294	793,089	835,026	6,222,948	15,777,982	6.30%
Weighted average Effective interest rate	6.51%	6.54%	5.49%	6.29%	6.36%	6.41%		



**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**26. TRUST FUNDS**

Funds held at balance date over which the City has no control  
and which are not included in the financial statements are as follows:

	<b>1 July 2017</b>	<b>Amounts Received</b>	<b>Amounts Paid</b>	<b>30 June 2018</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
BeattyPark Bonds	250	0	0	250
Ground Bonds	16,230	31,160	(28,040)	19,350
Hall Deposits	69,406	114,720	(135,719)	48,407
Key Deposits	17,340	250	(6,650)	10,940
Leederville Gardens Inc Trust	5,187,033	962,504	(822,565)	5,326,972
Works Bonds - City of Vincent	1,745,641	898,893	(935,682)	1,708,852
Works Bonds - City of Perth	0	560	(560)	0
Unclaimed Monies	177,656	2,804	(21,398)	159,062
Planning Application Bonds	39,200	520	(2,520)	37,200
	<b>7,252,756</b>	<b>2,011,411</b>	<b>(1,953,134)</b>	<b>7,311,033</b>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

**27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

Management's assessment of the new and amended pronouncements that are relevant to the City, applicable to future reporting periods and which have not yet been adopted are set out as follows:

	<b>Title</b>	<b>Issued / Compiled</b>	<b>Applicable (1)</b>	<b>Impact</b>
(i)	AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the City, it is not anticipated the Standard will have any material effect.
(ii)	AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2019	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend on the nature of future transactions the City has with those third parties it has dealings with. It may or may not be significant.</p>
(iii)	AASB 16 Leases	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the City, the impact is not expected to be significant.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (CONTINUED)

Title	Issued / Compiled	Applicable (1)	Impact
(iv) AASB 1058 Income of Not-for-Profit Entities	December 2016	1 January 2019	<p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> <li>- Assets received below fair value;</li> <li>- Transfers received to acquire or construct non-financial assets;</li> <li>- Grants received;</li> <li>- Prepaid rates;</li> <li>- Leases entered into at below market rates; and</li> <li>- Volunteer services.</li> </ul> <p>Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the City's operations.</p>

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

Adoption of New and Revised Accounting Standards

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

- |      |   |                |
|------|---|----------------|
| (i)  | AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities | 1 January 2017 |
| (ii) | AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities  | 1 January 2017 |

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**28. OTHER SIGNIFICANT ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

**c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**i) Impairment of assets**

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

## 29. ACTIVITIES/PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/ programs.

### **Governance**

This schedule details costs and revenues associated with Governance of the City. These include Members of Council and other costs involved in supporting members and governing the City.

### **General Purpose Funding**

This schedule records details of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

### **Law, Order and Public Safety**

This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.

### **Health**

This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

### **Education and Welfare**

The major costs in this program relate to staff involved in coordinating welfare, disability and youth services and donations to various community welfare groups serving the City. The costs of maintaining pre-school premises are also included.

### **Community Amenities**

This program covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

### **Recreation and Culture**

This program covers activities associated with public halls, recreation administration, sportsgrounds, parks and reserves. Beatty Park Leisure Centre, Vincent Library and cultural activities are included.

### **Transport**

The principal operating areas here relate to maintenance of paths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

### **Economic Services**

This program covers costs associated with building control and area promotion.

### **Other Property and Services**

This program is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include general administration overheads, plant operation costs, insurance claims and properties held for civic purposes.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018

### 30. FINANCIAL RATIOS

	2018	2017	2016
Current ratio	1.38	1.38	1.32
Asset consumption ratio	0.76	0.75	0.77
Asset renewal funding ratio	0.81	N/A	N/A
Asset sustainability ratio	0.44	0.51	0.55
Debt service cover ratio	4.22	6.10	7.54
Operating surplus ratio	(0.06)	0.02	0.06
Own source revenue coverage ratio	0.95	0.99	1.04

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$



**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2018**

**31. PRIOR YEAR CORRECTIONS**

Balances relating to the 2017 comparative year have been amended due to the correction of prior period balances. These amendments have been adjusted as shown below. In accordance with the requirements of AASB101, a Statement of Financial Position as at the beginning of the earliest comparative period has been included. Refer to the Statement of Financial Position column headed Restated 2016.

In June 2009 the City incorrectly capitalised expenditure of \$3,842,929 relating to the East Highgate Underground Power Project as an asset. As the project expenditure related to the upgrade of an asset held and controlled by Western Power rather than any City asset, the project expenditure should have been disclosed as an operating expense. The asset incorrectly recorded in the City's accounts was depreciated until 2011 when it was recognised that it was not a City asset and depreciation of the asset was ceased. The asset was not, however, removed from the City's financial accounts at that time.

The incorrectly recorded asset and accumulated depreciation have now been removed from the City's financial accounts with the following effects on the 2017 comparative values:

<b>Changes to the Financial Statements</b>	<b>Original Balance \$</b>	<b>Adjustment Amount \$</b>	<b>Adjusted Balance \$</b>
<b>Statement of Financial Position</b>			
Non Current Assets			
Infrastructure	129,230,713	(3,842,929)	125,387,784
<b>Equity</b>			
Retained Surplus	131,827,864	(3,589,803)	128,238,061
Revaluation Surplus	294,867,146	(253,126)	294,614,020
<b>Changes to the Notes to the Financial Report</b>	<b>Original Balance \$</b>	<b>Adjustment Amount \$</b>	<b>Adjusted Balance \$</b>
<b>Note 11 - Revaluation Surplus</b>			
Car Park Development	777,725	(253,126)	524,599
<b>Note 9 (a) - Infrastructure Assets</b>			
Car Park Development			
At Management Valuation 2015	11,621,556	(3,842,929)	7,778,627
At Cost	204,324	0	204,324
(Less Accumulated Depreciation)	(2,982,209)	0	(2,982,209)
	<u>8,843,671</u>	<u>(3,842,929)</u>	<u>5,000,742</u>
<b>Note 16 - Total Assets Classified by Function</b>			
Transport	144,456,909	(3,842,929)	140,613,980
<b>Note 10 - Fair Value Measurement</b>			
<b>Non Financial Assets</b>			
Car Park Development - Level 3	8,843,671	(3,842,929)	5,000,742

**MOORE STEPHENS**

Level 15, Exchange Tower,  
2 The Esplanade, Perth, WA 6000  
PO Box 5785, St Georges Terrace,  
WA 6831

T +61 (0)8 9225 5355

F +61 (0)8 9225 6181

[www.moorestephens.com.au](http://www.moorestephens.com.au)

**INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT****Opinion**

We have audited the accompanying financial report of the City of Vincent (the City), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the City of Vincent:

- a) is based on proper accounts and reports; and
- b) fairly represents, in all material respects, the results of the operations of the City for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Emphasis of Matter – Basis of Preparation**

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the City's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

**Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the City is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

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**INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit

**MOORE STEPHENS****INDEPENDENT AUDITOR'S REPORT  
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the City of Vincent for the year ended 30 June 2018 included on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

MOORE STEPHENS  
CHARTERED ACCOUNTANTS

Date: 12<sup>th</sup> November 2018  
Perth, WA























GREG GODWIN  
PARTNER

**13.5 INFORMATION BULLETIN**

**TRIM Ref:** D17/177334

**Author:** Emma Simmons, Governance and Council Support Officer

**Authoriser:** David MacLennan, Chief Executive Officer

- Attachments:**
1. Minutes of the Environmental Advisory Group Meeting held on 6 August 2018 [↓](#) 
  2. Minutes of the Design Review Panel Meeting held on 17 October 2018 [↓](#) 
  3. Tamala Park Regional Council Minutes of Meeting held on 18 October 2018 [↓](#) 
  4. Minutes of the Children and Young People Advisory Group Meeting held on 22 October 2018 [↓](#) 
  5. Unconfirmed Minutes of the Reconciliation Action Plan Working Group held on 29 October 2018 [↓](#) 
  6. Unconfirmed Minutes of the Arts Advisory Group held on 1 November 2018 [↓](#) 
  7. Minutes of the Design Review Panel Meeting held on 14 November 2018 [↓](#) 
  8. Mindarie Regional Council Minutes of Meeting held on 25 October 2018 [↓](#) 
  9. Minutes of the Business Advisory Group Meeting held on 8 November 2018 [↓](#) 
  10. Parking Infringement Write-Offs Under Delegated Authority - 1 July 2017 to 30 June 2018 [↓](#) 
  11. Statistics for Development Applications as at end of November 2018 [↓](#) 
  12. Register of Legal Action and Prosecutions Register Monthly - Confidential [↓](#)
  13. Register of State Administrative Tribunal (SAT) Appeals – Progress Report as at 5 December 2018 [↓](#) 
  14. Register of Applications Referred to the MetroWest Development Assessment Panel – Current [↓](#) 
  15. Register of Applications Referred to the Design Review Panel – Current [↓](#) 
  16. Register of Petitions - Progress Report - December 2018 [↓](#) 
  17. Register of Notices of Motion - Progress Report - December 2018 [↓](#) 
  18. Register of Reports to be Actioned - Progress Report - December 2018 [↓](#) 
  19. Street Tree Removal Information [↓](#) 
  20. Unconfirmed Minutes of the Urban Mobility Advisory Group held on 19 November 2018 [↓](#) 
  21. Report on the Waste Strategy Summit 2018 [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated December 2018.



**CITY OF VINCENT****ENVIRONMENTAL ADVISORY GROUP MEETING****6 August 2018 AT 6:00PM****Venue: City of Vincent – Function Room****UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Hallett (*Acting Chair*)Community Representatives:

Chris Cutress, Lisa Edwards, Jacinta Key, Isaac Lorca, Zoe Myers, Leanne Jones

City of Vincent Officers:

A/Director Development Services (DDS), Manager Policy and Place (MPP), Project Officer Parks and Environment (POPAE), Senior Community Projects Officer (SCPO), Sustainability Officer (SO)

\*\*\*\*\*

**1. Welcome/Declaration of Opening and Introductions**

The Chair opened the meeting at 6.02pm.

**2. Apologies**

Cr. Loden, Andrew Murphy, Anita Marriott, Anthony Horton, Halinka Lamparski, Anthony Horton, Fiamma Riviera, David White.

**3. Confirmation of Minutes**

Minutes from the EAG meeting on 11 June, 2018 were confirmed by all members in attendance.

**4. Update on the Public Open Space Strategy** (brought forward from item 6 on the Agenda)

The EAG were presented with an update on the POS Strategy. The POS Strategy will be a strategic framework that guides the use of and investment in our open spaces, incorporating planning, development, management and utilisation priorities of POS.

The Objectives are to:



1. Maximise the value of open spaces for the community through improved amenity and functionality;
2. Identify and respond to the impacts of development, population growth and demographic change on the open space network;
3. Identify opportunities to improve access to and functionality of open spaces, and achieve a targeted increase in overall open space provision through innovative practices; and
4. To establish appropriate levels of service across the public open space hierarchy to guide decision making and ensure diversity across the open space network.

#### Key Themes

- Environmental & Water Management
- A high level of site embellishments
- Significant ongoing asset management considerations
- Intensify, rationalise and potential repurposing of existing Public Open Space sites.
- Current Perceived Gaps
- Underserved areas –identified through the mapping process
- Tennis Infrastructure
- Rationalisation of existing building stock
- Signage
- Dog Exercise areas
- Recognition & Celebration of Heritage Values
- Connectivity & Accessibility
- Play Equipment

#### Outcome:

EAG received the update and generally supports the project. EAG comments regarding the POS Strategy were to be compiled and forwarded to the Project Officer Parks and Environment.

#### 5. Update on the Greening Plan 2018-2023

The EAG was presented with the results from the Community Consultation. 6 formal submissions were received although 79 people viewed the consultation page. The results were mostly positive about the Greening Plan.

#### Outcome:

A report will be presented to Council in September.

#### 6. Update on the Waste Strategy 2018-2023

The EAG was presented with the results from the Community Consultation. 4 formal submissions were received although 50 people visited the consultation page. The results were mostly positive about the Waste Strategy.

#### Outcome:

A report will be presented to Council in September.

#### 7. Other Business

##### 7.1 Update on community compost hub

Transition Town Vincent's (TTV) community compost hub at Britannia Reserve is operational and working well. Some key facts include: located on the edge of the park;

161 drop offs; 163 facebook members; 3 wheelie bins diverted from landfill so far (kitchen organics only); and, 13 volunteer hours contributed.

#### 8. Previous Agenda Items – status update

Item	Current Status	Next Step
Greening Plan	Draft Greening Plan completed and presented to Council	Report back to Council.
Waste Strategy	Draft Waste Strategy completed and presented to Council	Report back to Council.
Lawler Street Sump makeover to public open space	Completed – opening held June 2018	
Sustainable Environment Strategy development	Work on draft Strategy in progress	Consultant to be engaged.
Waste trial (140L bin trial)	Completed – update provided to EAG in June 2018	
Composting Hub (near mulch pile at Britannia Reserve)	Completed – hub started operating in June 2018	
Tree Selection Tool	Completed - Tree Selection Tool included in draft Greening Plan 2018-23 as an appendix	
Hyde Park Floating Reed Bed Filtration System - Trial	City's Officers to prepare a report for Council to consider approving trial.	Council to consider approving trial.
Encouraging Community Solar	Online resource page completed. Printed collateral created and promotion rolled out via social media/news.	
Hyde Park Lakes Turtle Study	Project specifics and timeline being developed by UWA – proposal ready	Study to commence in 2018/19
Verge Policy Review	Draft Policy currently out for community consultation. Risk assessments of proposed changes being undertaken.	Further report to Council following consultation period and completion of risk assessment.

#### 9. Next meeting

1 October, 2018

#### 10. Close

The Chair closed the meeting at 7.10pm

These Minutes were confirmed as a true and correct record of the meeting of the Environmental Advisory Group held on 6 August 2018.

Signed: ..... Chairperson

Dated: This ..... day of ..... 2018



CITY OF VINCENT

**DESIGN REVIEW PANEL****Wednesday 17 October 2018 at 3.15pm****Venue: Function Room  
City of Vincent Administration and Civic Centre****MINUTES****Attendees:**

<u>Design Advisory Committee Members:</u>	<u>City of Vincent Officers</u>
James Christou (Chairperson)	Joslin Colli (Coordinator Planning Services)
Anthony Duckworth-Smith	Mitch Hoad (Senior Urban Planner)
Sid Thoo	Fiona Atkins (Urban Planner)
Stephen Carrick	

\*\*\*\*\*

Applicant-Item 3.1Applicant-Item 3.2

Trent Will	Planning Solutions
Sophie Bottcher	MJA Studio

Applicant-Item 3.3

Leanny Robertson	Blocq Architecture
Chris Hazebroek	Alijn Builtforms
Stefan Ammann	Fat Oi Pty Ltd

Applicant-Item 3.4

Trent Durward	Megara
Chris Mainstone	Main Architecture
Paul Bockerick	Emerge
Evan Logan	CADDs

\*\*\*\*\*

**3.15pm****Member Discussion****4.00pm****1. Welcome / Declaration of Opening**

The Chairperson, James Christou declared the meeting open at 4.00pm.

**2. Apologies****3. Business****4.00pm–4.30pm – Applicant Presentation – DA Lodged - 5.2018. 358.1****3.1 Address: 351 Stirling Street, Highgate**

**Proposal:** Seven Multiple Dwellings

**Applicant:** Robert Epiro

**Reason for Referral:** For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 8 August 2018

**Applicant's Presentation:**

Applicants did not attend

**Recommendations & Comments by DRP on 8 August 2018:**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>The Committee does not support the current design location of the car bay and ground floor entry.</li> <li>Reconsider the position and location of the Lobby, bins, stores and visitor bay to front. This impacts on the level of streetscape activation.</li> <li>Stores to the front does not allow for street activation.</li> <li>Positive internal apartment planning as well as external materials and colour selections.</li> <li>Height of boundary walls to the south relies on 'borrowing' setback from neighbour's ROW to reduce impact. Consider the bulk impact of viewing large boundary walls from the adjoining property plus overshadowing impacts.</li> <li>Boundary walls on south to rear block are also not of a similar scale to existing parapet wall and require additional height which will impact on rear neighbour.</li> <li>Concern for the lack of ground level activation streetscape level.</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>Landscaping to be increased to meet the City's requirements and be of benefit to all residents. Rear communal space is isolated from the majority of residents. Consider relocating part or all of the communal space to the middle or front of the site. This will soften the experience of the development as viewed from the street and when residents are moving through the site</li> </ul>
<b>Principle 3 – Built form and scale</b>	<ul style="list-style-type: none"> <li>Limited north light to front apartments.</li> </ul>
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>Consider placing an apartment at the front of the site on ground. Can deliver a good apartment within a 6m width. A front fence can provide a level of screening and privacy for residents of this unit whilst also achieving a level streetscape activation and passive surveillance.</li> <li>Location of stores visible to front of development, not active use/function of development. Potential to move stores to below ground.</li> </ul>
<b>Principle 5 – Sustainability</b>	N/A
<b>Principle 6 – Amenity</b>	N/A
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	<ul style="list-style-type: none"> <li>Common space to the rear is not in an ideal location. Isolated communal area in back will likely not be used by all residents. Though it is noted that this could be good outcome for the adjoining block it also contributes to generating a poor outcome for resident amenity on this lock. Consider relocating the communal space to the front or middle of the block rather</li> </ul>

	than rear or alternatively part front and part rear.
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Recommendations & Comments by DRP (using the Built Form Policy Design Principles):**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• Skillion roof may allow good access but does not consider the impact of shading to neighbouring dwellings.</li> </ul>
<b>Principle 2 – Landscape quality</b>	N/A
<b>Principle 3 – Built form and scale</b>	<ul style="list-style-type: none"> <li>• Reduced setbacks and height concessions are being sought, this is in a transition area and will impact on the neighbouring property significantly, if not supported by neighbouring property concessions will not be appropriate</li> </ul>
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>• The DRP and the City generally do not support visitor car parking located at the front of the development</li> <li>• Reconsider the layout of the upper floor apartments to create a side setback.</li> </ul>
<b>Principle 5 – Sustainability</b>	<ul style="list-style-type: none"> <li>• A207 shows solar access and ventilation which have shown the sun coming from the west which is not ideal</li> <li>• Cross ventilation relies on main entry door being open which may not work with fire requirements</li> <li>• Proposed exposed concrete soffits are unlikely to work as thermal mass and also satisfy sound transmission and insulation requirements between sole occupancy units.</li> <li>• Consider flipping the colours so that majority of external walls are lighter in colour ie. low solar absorptance.</li> <li>• Solar PV on adjoining site will be overshadowed completely; suggest applicant provide specific details regarding relocation of panels and/or strategy proposed for mitigating impact on affected neighbour.</li> </ul>
<b>Principle 6 – Amenity</b>	N/A
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Conclusion:**

Amendments to be considered.

**4.30pm–5.00pm – Applicant’s Presentation – No DA Lodged**

3.2 **Address:** 13 Blake Street, North Perth

**Proposal:** 10 Multiple Dwellings

**Applicant:** MJA / MHCC Nominees Pty Ltd

**Reason for Referral:** The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy 7.1.1 (LPP 7.1.1).

**Applicant's Presentation:**

The Applicant gave a PowerPoint presentation

**Recommendations & Comments by DRP (using the Built Form Policy Design Principles):**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• The DRP generally supports the design, however, the applicant needs to address way finding, function and resolution of material and detail.</li> <li>• Be true to the existing materials</li> <li>• Concern regarding the presentation to the street for the rear dwellings</li> <li>• Retention of the existing dwelling and northern orientation of dwellings is supported</li> <li>• Existing residence – consider retention of the existing balustrading and other distinguishing features and reinterpret in a contemporary way</li> <li>• Consider the 1970s (existing residence) as a reference point with the landscaping to the front</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>• In seeking height and side boundaries variations, consider how the bulk can be ameliorated through landscaping species. At present it is not clear that the landscaping proposed will sufficiently mitigate building bulk. Management of landscaping to also be considered</li> </ul>
<b>Principle 3 – Built form and scale</b>	N/A
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>• Considering using a visitor bay as a residents bay to make it compliant</li> <li>• Wayfinding through development is difficult and needs to be further addressed. Need to consider functional element for moving furniture from ROW level to the upper apartments.</li> </ul>
<b>Principle 5 – Sustainability</b>	<ul style="list-style-type: none"> <li>• The majority use of light-coloured external walls is commendable</li> <li>• Consideration of opportunities to improve natural and cross ventilation are evident in the proposed design, and is also commendable.</li> <li>• A number of sustainable design initiatives are evident in the proposed design; it would be valuable to provide a summary of these design initiatives</li> <li>• Consider preliminary NatHERS assessments for each proposed dwelling to determine likely star rating and construction specification requirements.</li> </ul>
<b>Principle 6 – Amenity</b>	<ul style="list-style-type: none"> <li>• Overlooking may be mitigated by the proposed screening. A cone of vision diagram to assist with showing the intent</li> <li>• Look at more opportunities to implement bicycle parking</li> </ul>
<b>Principle 7 – Legibility</b>	<ul style="list-style-type: none"> <li>• Consider the potential at the rear to redefine the entry by shifting the bays across so there could be a central</li> </ul>



	<p>access to the stairwell to give a sense of entry and avoid an indirect path where people have to walk back into the laneway to access the entry.</p> <ul style="list-style-type: none"> <li>• Presentation to streets – does not provide a sense of entry as people move through vehicle parking. Consider a separate pedestrian gate to increase legibility from Blake Street. Rearrange the parking to provide a clear and legible pedestrian entrance from the ROW (see above comment also). There is currently no sense of entry from either end.</li> </ul>
<b>Principle 8 – Safety</b>	<ul style="list-style-type: none"> <li>• Lighting and passive surveillance of rear entry will be an important consideration, currently ground access is indirect and past non-habitable rooms.</li> </ul>
<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Conclusion:**

To be returned to DRP.

**5.00pm–5.30pm – Applicant Presentation – No DA lodged**

**3.3 Address:** 333 Oxford Street, Leederville

**Proposal:** Mixed Use Development

**Applicant:** Blocq Architecture / Knightjade Nominees

**Reason for Referral:** The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy 7.1.1 (LPP 7.1.1).

**Applicant's Presentation:**

The Applicant gave a PowerPoint presentation

**Recommendations & Comments by DRP (using the Built Form Policy Design Principles):**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• The DRP seeks from the applicant a more detailed design that clearly sets out the facades, materials and detail.</li> <li>• In relation to the section of Oxford street, the statement of the building works well</li> <li>• Success is the other materials, steel combined with landscaping need to make sure that comes through in design</li> <li>• Street elevation could be a wonderful feature; however, if not detailed appropriately it might detract from the proposal. The detailing that was described needs to be shown on the plans for what is trying to be achieved. Need more information on the materials and images will be helpful. Consideration needs to be given to the use of materials, and making sure that this comes through in</li> </ul>
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	the detail. The detail that is needed to make this successful isn't reflected on the plans.
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>• The green roof access and ongoing maintenance may be an issue</li> <li>• Further details on landscaping is needed, some trees proposed to the south east corner will require further consideration of species and whether they will receive sufficient sunlight</li> <li>• Commercial area with landscaped courtyard to be used by locals is a good outcome</li> </ul>
<b>Principle 3 – Built form and scale</b>	<ul style="list-style-type: none"> <li>• Overshadowing to the south will always be a challenge, good job to ameliorate impacts</li> </ul>
<b>Principle 4 – Functionality and build quality</b>	N/A
<b>Principle 5 – Sustainability</b>	<ul style="list-style-type: none"> <li>• Consider providing short section drawings through the site to provide a better understanding of how the solar access and natural daylight will work with the proposed design</li> <li>• Unit 6 – need to consider windows on the northern aspect to improve solar passive gains (possibly through the incorporation of highlight windows)</li> <li>• Consider preliminary NatHERS assessments for each proposed dwelling to determine likely star rating and construction specification requirements.</li> </ul>
<b>Principle 6 – Amenity</b>	<ul style="list-style-type: none"> <li>• Privacy concerns on central balconies may be secondary, given the primary orientation, but need to consider materials for screening so as to not box in the residents</li> <li>• Relocation of bike stores to be more accessible, and not an afterthought. Consider providing some bike racks in the public laneway</li> </ul>
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	<ul style="list-style-type: none"> <li>• There is the potential for a good commercial and community outcome from the proposed design of the commercial space. The community activation space is supported by DRP and so is the possibility of providing deep soil opportunities for landscaping.</li> </ul>
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Conclusion:**

To be returned to DRP.

**5.30pm–6.00pm – Applicant's Presentation – DA lodged 5.2018.353.1**

3.4 **Address:** 636 – 640 Newcastle Street, Leederville

**Proposal:** Mixed Use Development

**Applicant:** Megara on behalf of Alan Marsh Nominees Pty Ltd

**Reason for Referral:** For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 5 September 2018.

**Applicant's Presentation:**

The Applicant gave a PowerPoint presentation

**Recommendations & Comments by DRP on 5 September 2018:**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• Durable materials and a high standard of lasting finish on the street wall will be important. Consideration is needed for a suitable maintenance plan of the facades to ensure enduring and continuing high standard of finish of the facades.</li> <li>• Ground floor interface (to the public realm) to be further articulated and refined. Consider interchanging the café and retail locations so the retail component is in the more prominent area</li> <li>• Mid-levels of building may require further design work as these will be visible the whole way around. Consider extending elements from front façade to side/rear</li> <li>• Vertical panels at front, to be considered as semi-transparent/screens rather than as solid elements - to break up appearance.</li> <li>• 9 storeys can be considered, but will stand out due to existing neighbouring built form / context. Consider setting back two top floors storeys (currently one is setback) to reduce impact on the street</li> <li>• Street façade well articulated and well considered. Same attention needs to be given to the side elevations as has been given for the front</li> <li>• Part of car park wall is facing street, Consider providing a more detailed treatment than rather than just a blank wall</li> <li>• There is insufficient information provided on surrounding context as shown on floorplans, elevations and perspectives. Show the adjoining buildings to illustrate how the proposal responds to the surrounding context</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>• Demonstrate how the vertical landscaping will work. Vertical planting will need a reasonable planting area to achieve its intended outcome</li> <li>• Look at landscaping opportunities to soften the amount the aluminium screening (ensure that the vertical landscaping will work)</li> <li>• Consider further deep soil on ground floor where possible</li> <li>• Take into account the maintenance needed for the current planting areas to ensure that the desired outcome is achieved and maintained</li> <li>• Large balconies with limited planting at upper levels. Consider further planting and landscaping in these locations.</li> <li>• Project would benefit from input by landscape architect.</li> </ul>
<b>Principle 3 – Built form and scale</b>	<ul style="list-style-type: none"> <li>• Consideration needed on the rear elevation and the proximity of the upper storeys to the neighbouring building behind and whether the straight wall will be appropriate.</li> <li>• Reiterating that the vertical landscaping which is relied on in the renders to ameliorate bulk will need sufficient detailing and maintenance to achieve this outcome.</li> </ul>
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>• Improve resident amenity, achieve more solar access to apartments, cross ventilation to south facing apartments</li> <li>• Reconsideration is needed for studio apartments with bedroom located in the middle to give these bedrooms access</li> </ul>

	<p>to external windows</p> <ul style="list-style-type: none"> <li>• Further consideration needs to be given to car parking requirements. A car parking management report may need to be prepared outlining requirements for each type of apartment provided. Note that car stackers will need to be continually maintained.</li> </ul>
<b>Principle 5 – Sustainability</b>	<ul style="list-style-type: none"> <li>• Dark colours have high solar absorbance and will increase cooling loads. Consider use of lighter colours to reduce solar heat gains.</li> <li>• For south facing deep apartments and lobby areas –suitable ventilation and light penetration need to be demonstrated. Look into colours and surfacing/texture of walls/balconies to allow in light, make use of reflection. Consider where further openings can be created to achieve good light penetration and ventilation.</li> <li>• Consider inclusion of battery storage to complement solar PV if there is limited roof space due to building footprint and setbacks</li> <li>• Conduct preliminary NatHERS ratings prior to lodgement of development application to validate expected star ratings and construction/material specifications required to achieve the rating</li> <li>• Also consider ceiling fans and operable windows (other than awning) to increase natural ventilation and airflow to individual apartments</li> <li>• Studio apartments where bedrooms with no external windows not ideal for natural and cross ventilation- reconsider layout of these apartments</li> </ul>
<b>Principle 6 – Amenity</b>	N/A
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Recommendations & Comments by DRP (using the Built Form Policy Design Principles):**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• The commercial area on the upper level the impact from northern side, not concerned about the height despite the setback the upper two levels architecturally may require review. Commercial looks disjointed architecturally seems to be an add on. Should investigate further options on how this can be integrated.</li> <li>• Consider materials on the upper floor rather than lots of glazing.</li> <li>• North elevation requires some further consideration to break down the massing impact to the northern precinct, in particular the top two levels.</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>• Landscaping was increased a lot, the height may be acceptable but the perception of the bulk is going to be ameliorated by landscaping. Examine how the maintenance of tall climbing vertical plants will be achieved if they are going to be located in front of private</li> </ul>

	dwelling. • Supportive of the thought that has gone in to the landscaping. • Look at the landscaping to the side and rear to be suitable in terms of longevity as well as certainty that it can mature and be successfully implemented to ensure that it achieves the purpose of softening the built form
<b>Principle 3 – Built form and scale</b>	N/A
<b>Principle 4 – Functionality and build quality</b>	• Lift for commercial and one for residential. Consider whether they can be interchanged if servicing is occurring. • Resident wayfinding through a commercial lobby is not clear. Consider how this will work and if it is appropriate • Upper floor commercial levels need to be reviewed from the rear, as these floors appear disjointed, and seem to be added on to the top of the residential levels
<b>Principle 5 – Sustainability</b>	• While the use of double awnings helps to improve cross ventilation to apartments compared to single awning windows, perhaps consider the use of other window opening types eg. sash and/or sliding to further improve opportunities for natural and cross ventilation • Reconsider the materials for the upper commercial floors, which have large areas of glazing which may have an adverse impact on cooling loads • The applicant has provided further detail, information and design revisions in response to the previous comments on sustainability, which is commendable.
<b>Principle 6 – Amenity</b>	N/A
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	N/A

**Conclusion:**

Revised plans to be provided for assessment.

**4. General Business****5. Close / Next Meeting**

There being no further business, the Chairperson, James Christou declared the meeting closed 6.00pm.

The next meeting will be held on 31 October 2018.



# **Ordinary Meeting of Council**

## **Minutes**

**Thursday 18 October 2018, 6:00pm**  
**City of Vincent**  
**244 Vincent Street, Leederville**

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park



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## Minutes TPRC Meeting of Council – 18 October 2018

## TAMALA PARK REGIONAL COUNCIL

## MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Andres Timmermanis	Cr Jo McAllister
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Sophie Dwyer Cr Christine Hamilton-Prime
City of Perth	Commissioner Andrew Hammond	Commissioner Gaye McMath
City of Stirling	Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri	Cr Suzanne Migdale
Town of Victoria Park	Cr Claire Anderson	Cr Ronhhda Potter
City of Vincent	Mayor Emma Cole	Cr Jimmy Murphy
City of Wanneroo	Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN)	Cr Russell Driver Cr Domenic Zappa

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**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Claire Anderson Cr John Chester Cr Emma Cole Cr Samantha Fenn (arrived 6:11pm) Cmr Andrew Hammond Cr Nige Jones Cr Bianca Sandri Cr Brett Treby
<b>Alternate Members</b>	Cr Suzanne Migdale
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Cr Karen Caddy Cr Joe Ferrante Cr Andres Timmermanis
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Carl Buckley (Satterley Property Group) Mr Brenton Downing (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	Mr John Giorgi (Town of Cambridge) Mr Martin Mileham (City of Perth) Mr Stuart Jardine (City of Stirling) Mr Anthony Vuleta (Town of Victoria Park) Mr Daniel Simms (City of Wanneroo)
<b>In Attendance Participant Councils' Advisers</b>	Mr Garry Hunt (City of Joondalup) Mr Greg Bowering (City of Stirling) Mr Emille van Heyningen (City of Wanneroo) Mr David MacLennan (City of Vincent)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

The Chairman declared the meeting open at 6:05pm and welcomed Councillors to the Tamala Park Regional Council meeting. The Chairman welcomed Mr David MacLennan, CEO City of Vincent to the TPRC meeting.

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**DISCLOSURE OF INTERESTS**

The Chief Executive Officer confirmed a Disclosure of Interest - Impartial Interest in relation to Item 9.13.

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Cr Caddy, Cr Ferrante and Cr Timmermanis.

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

*Ordinary Meeting of Council – 16 August 2018*

Moved Cr Sandri, Seconded Cr Cole.

**That the minutes of the Ordinary Meeting of Council of 16 August 2018 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

The Motion was put and declared CARRIED (9/0).

**5A. BUSINESS ARISING FROM MINUTES**

Nil

**6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)**

Nil

**7. MATTERS FOR WHICH MEETING MAY BE CLOSED**

- 9.11 *Catalina Housing and Built Form Strategy FYE 2019 - Confidential*
- 9.12 *Development Manager's Key Performance Indicators – FYE 2018 - Confidential*
- 9.13 *CEO Performance Review 2017/2018 - Confidential*

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Minutes TPRC Meeting of Council – 18 October 2018

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**8. REPORTS OF COMMITTEES**

CEO Performance Review Committee Meeting – 5 September 2018

*Cr Jones – Chairman, CEO Performance Review Committee Meeting advised that the Committee considered a report on the CEO Performance Review for 2017/2018 which had been endorsed by the Committee and was recommended for Council's endorsement.*

Management Committee Meeting – 20 September 2018

*Cr Treby – Chairman, Management Committee advised that the Committee considered a number of Items listed in this agenda and that there had been significant discussion on Item 9.11. He advised that he would provide further comments when the items were formally considered.*

Audit Committee Meeting – 18 October 2018

*In absence of the Chairman (Cr Ferrante) Cr Sandri acted as Chair for Audit Committee Meeting of 18 October 2018. Cr Sandri advised that the Committee considered a number of Items listed in this agenda and that Council's appointed Auditor (Mr Marius van der Merwe) attended the meeting and provided an overview of the Auditor's Report for FYE 2018.*

*Cr Fenn arrived during discussion on this Item (6:11pm).*

**9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.13)****9.1 BUSINESS REPORT – PERIOD ENDING 10 OCTOBER 2018**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 10 October 2018.**

The Motion was put and declared CARRIED (10/0).

**9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2018**

Moved Cr Migdale, Seconded Cr Sandri.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the Statements of Financial Activity for the months ending:**

- 31 July 2018; and
- 31 August 2018.

The Motion was put and declared CARRIED (10/0).



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Minutes TPRC Meeting of Council – 18 October 2018

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**9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2018**

Moved Cmr Hammond, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of July and August 2018:**

- **Month ending 31 July 2018 (Total \$189,791)**
- **Month ending 31 August 2018 (Total \$624,668)**
- **Total Paid - \$814,459**

The Motion was put and declared CARRIED (10/0).

**9.4 PROJECT FINANCIAL REPORT – AUGUST 2018**

Moved Cr Chester, Seconded Cr Cole.

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (August 2018) submitted by the Satterley Property Group.**

The Motion was put and declared CARRIED (10/0).

**9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 10 OCTOBER 2018**

Moved Cr Migdale, Seconded Cr Anderson.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 10 October 2018.**

The Motion was put and declared CARRIED (10/0).

**9.6 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2017 TO 30 JUNE 2018**

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2018 and that it be INCLUDED in the Annual Report.**

The Motion was put and declared CARRIED (10/0).

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Minutes TPRC Meeting of Council – 18 October 2018

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**9.7 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2018**

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Auditor's Report for the financial year ended 30 June 2018.**
- 2. NOTES that the Audit Report does not note or make recommendations on any matter requiring attention from the Annual Audit for the year ended 30 June 2018.**
- 3. NOTES that the Council's Auditor (Butler Settineri) met with the Audit Committee at its meeting of 18 October 2018 to discharge the statutory obligation to meet with the Local Government at least once per annum.**

The Motion was put and declared CARRIED (10/0).

**9.8 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2018**

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council APPROVES the Financial Management – Significant Accounting Policies (September 2018).**

The Motion was put and declared CARRIED (10/0).

**9.9 CATALINA DISPLAY VILLAGE STRATEGY – CATALINA BEACH SALES OFFICE**

Moved Cr Migdale, Seconded Cr Cole.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the update on the Sales Strategy of the Catalina Beach Sales Office prepared by the Satterley Property Group (dated September 2018).**
- 2. APPROVES Lot 2094 and Lot 9025 being retained in Council ownership until the completion of the Catalina Beach Sales Office function when both sites will be sold.**
- 3. REQUESTS that the Satterley Property Group undertake a review and report on the sale and lease back options by October 2020 for Council's consideration.**

The Motion was put and declared CARRIED (10/0).

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Minutes TPRC Meeting of Council – 18 October 2018

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**9.10 COUNCIL MEETING SCHEDULE 2019**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

1. That the schedule of Council meetings dates be APPROVED for 2019 as follows:
  - 14 February 2019 (Town of Cambridge)
  - 18 April 2019 (City of Joondalup)
  - 20 June 2019 (City of Stirling)
  - 15 August 2019 (Town of Victoria Park)
  - 17 October 2019 (City of Vincent)
  - 5 December 2019 (City of Perth)
2. That the commencement time for Council meetings be 6:00pm.
3. That Council meetings be held on a rotational basis at participant Council premises.
4. That the schedule of Management Committee meetings dates be APPROVED for 2019 as follows:
  - 14 March 2019
  - 23 May 2019
  - 18 July 2019
  - 19 September 2019
  - 7 November 2019
5. That the Management Committee meetings be held at the City of Stirling and the commencement time be 5:00pm.
6. That the schedule of meeting dates be advertised as required by the Local Government Act.

The Motion as amended was as follows:

1. That the schedule of Council meetings dates be APPROVED for 2019 as follows:
  - 18 April 2019 (City of Joondalup)
  - 20 June 2019 (City of Stirling)
  - 15 August 2019 (Town of Victoria Park)
  - 17 October 2019 (City of Vincent)
  - 5 December 2019 (City of Perth)
2. That the commencement time for Council meetings be 6:00pm.
3. That Council meetings be held on a rotational basis at participant Council premises.
4. That the schedule of Management Committee meetings dates be APPROVED for 2019 as follows:
  - 14 March 2019
  - 23 May 2019
  - 18 July 2019
  - 19 September 2019
  - 7 November 2019

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Minutes TPRC Meeting of Council – 18 October 2018

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5. That the Management Committee meetings be held at the City of Stirling and the commencement time be 5:00pm.
6. That the schedule of meeting dates be advertised as required by the Local Government Act.

The amended Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Treby.

That Items 9.11 to 9.13 be **CONSIDERED Behind Closed Doors** in accordance with Section 5.23(2) of the *Local Government Act 1995*.

The Motion was put and declared CARRIED (10/0).

**9.11 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2019 - CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the Catalina Housing and Built Form Strategy (July 2018) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.
2. **ADVISES** the Satterley Property Group that based on the implementation actions and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.
3. **REQUESTS** the Satterley Property Group to monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2020.

The Motion was put and declared CARRIED (10/0).

Council's Consultants vacated the meeting.

**9.12 DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – FYE 2018 - CONFIDENTIAL**

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the Satterley Property Group – Key Performance Indicators 2017/2018 Report.

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Minutes TPRC Meeting of Council – 18 October 2018

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2. **ACCEPTS** that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 by the achievement of in excess of the 80% minimum achievement requirement set out in the Development Managers Key Performance Indicators (2014), having regard to the residential market conditions and economic forces outside of the control of the Development Manager.
3. **ADVISES** the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Managers Key Performance Indicators (2014) in the future.

The Motion lapsed due to a lack of Mover and Seconder.

Moved Cr Cole, Seconded Cr Treby.

[An alternative recommendation]

**That the Council:**

1. **RECEIVES** the Satterley Property Group – Key Performance Indicators 2017/2018 Report.
2. **ACCEPTS** that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 in relation to the Development Manager's Key Performance Indicators (2014). Noting that three of the six Key Performance Indicators not achieved (3.3, 4.1 and 4.3) due to residential market conditions outside of the control of the Development Manager.
3. **ADVISES** the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Manager's Key Performance Indicators (2014) in the future.
4. **Note** the Development Manager's KPIs are to be reviewed by Council in early 2019 with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project.

The Motion was put and declared CARRIED (10/0).

The CEO and Councils' Officers vacated the meeting.

#### **9.13 CEO PERFORMANCE REVIEW 2017/2018 - CONFIDENTIAL**

Moved Cr Sandri, Seconded Cr Treby.

**That TPRC Standing Order 10.2 be SUSPENDED to allow discussion of the Item.**

The Motion was put and declared CARRIED (10/0).

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Minutes TPRC Meeting of Council – 18 October 2018

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Moved Cmr Hammond, Seconded Cr Treby.

**That the Item be DEFERRED to the December meeting pending receipt of the CEO Performance Review Committee Minutes by Council.**

The Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Treby.

**That Standing Order 10.2 be reinstated.**

The Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Migdale.

**That the Meeting be REOPENED to the public.**

The Motion was put and declared CARRIED (10/0).

Councils' Officers and Consultants joined the meeting.

The recommendations for Confidential Items 9.11 to 9.13 were read out as follows:

**9.11 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2019 - CONFIDENTIAL**

*That the Council:*

1. *RECEIVES the Catalina Housing and Built Form Strategy (July 2018) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.*
2. *ADVISES the Satterley Property Group that based on the implementation actions and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.*
3. *REQUESTS the Satterley Property Group to monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2020.*

**9.12 DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – FYE 2018 -  
CONFIDENTIAL**

*That the Council:*

1. *RECEIVES the Satterley Property Group – Key Performance Indicators 2017/2018 Report.*



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2. *ACCEPTS that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 in relation to the Development Manager's Key Performance Indicators (2014). Noting that three of the six Key Performance Indicators not achieved (3.3, 4.1 and 4.3) due to residential market conditions outside of the control of the Development Manager.*
3. *ADVISES the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Manager's Key Performance Indicators (2014) in the future.*
4. *Note the Development Manager's KPIs are to be reviewed by Council in early 2019 with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project.*

#### 9.13 CEO PERFORMANCE REVIEW 2017/2018 – **CONFIDENTIAL**

*That the matter be DEFERRED to the December meeting pending receipt of the CEO Performance Review Committee Minutes by Council.*

#### 10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

##### 10.1 NOTICE OF MOTION – COUNCILLOR SUZANNE MIGDALE – ELECTED MEMBER ALLOWANCES

Moved Cr Migdale, Seconded Cr Sandri.

**That TPRC Standing Order 3.9 be SUSPENDED to allow Motion 10.1 to be discussed without four days' notice.**

The Motion was put and declared CARRIED (6/4).

**For:** Cr Anderson, Cr Cole, Cr Chester, Cr Italiano, Cr Migdale and Cr Sandri.

**Against:** Cr Fenn, Cr Hammond, Cr Jones and Cr Treby.

Moved Cr Migdale, Seconded Cr Sandri.

That a report comes back to Council addressing the inequity between elected member allowances for Councillors and the sitting fees of an alternate Council member.

The Mover of the Motion agreed to withdraw.

Moved Cr Hammond, Seconded Cr Treby.

(An alternative Motion)

**That the CEO prepares a report to come back to Council on elected member allowances for Councillors and the sitting fees of an alternate Council member.**

The Motion was put and declared CARRIED (10/0).

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Moved Cr Treby, Seconded Cr Sandri.

**That Standing Orders be reinstated.**

The Motion was put and declared CARRIED (10/0).

**11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**12. URGENT BUSINESS APPROVED BY THE CHAIRMAN**

Nil

**13. MATTERS BEHIND CLOSED DOORS**

9.11 *Catalina Housing and Built Form Strategy FYE 2019 - Confidential*

9.12 *Development Manager's Key Performance Indicators – FYE 2018 - Confidential*

9.13 *CEO Performance Review 2017/2018 - Confidential*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 7:41pm.

These minutes were confirmed at a meeting on .....

SIGNED this ..... day of ..... 2018

as a true record of proceedings.

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CHAIRMAN



CITY OF VINCENT

**CHILDREN AND YOUNG PEOPLE ADVISORY GROUP****Monday, 22 October 2018 at 6pm****Venue: Committee Room**City of Vincent Administration and Civic Centre  
244 Vincent Street, Leederville**UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Alex Castle (Chair)  
Cr Susan GontaszewskiCommunity Representatives:Joel Birch  
Andrew Rigg  
John Thomson  
Megan Kaino  
Natalie TarrCity of Vincent Officers:Sandra Watson – Manager Community Partnerships (SW)  
Karen Balm – Senior Community Partnerships (KB)  
Ashara Wills – Community Partner (AW)

\*\*\*\*\*

**1. Welcome / Declaration of Opening**

Cr Castle opened the meeting at 6.02pm and delivered an Acknowledgement of Country on behalf of the group.

**2. Apologies**

Cr Susan Gontaszewski, Michael Quirk (MQ), Natalie Tarr (NT)

Natalie Tarr has advised of her resignation from the Children and Young People Advisory Group due to increasing work commitments.

**3. Confirmation of Previous Minutes**

Minutes from the last meeting held on 23 July 2018 were confirmed as true and correct record.

**Moved:** John Thomson (JT)**Seconded:** Megan Kaino (MK)**4. Business****4.1 Introduction of Ashara Wills, Community Partner – Children & Youth**

AW introduced herself, sharing information on her employment history including her time at Foyer Oxford. AW is passionate about children and young people and expressed her interest in focusing on the various projects and activities in her portfolio.

#### 4.2 Summer Events Calendar

AW distributed a calendar detailing the planned summer events within the City.

The Chairperson advised that Beyond Skate conducts female/girls only skateboarding facilitated by Ebony Taylor. AW confirmed she will engage with Beyond Skate in the coming weeks to develop relationships.

KB advised that the City would seek to utilise the facilities at Beyond Skate as an alternative venue for Leederville skate park patrons during the replacement of the half pipe in October/November.

The dates for Leedy Palooza were discussed, as well as other calendar events. Community representatives noted that having the calendar in advance was highly appreciated. Discussion about road closures during Leedy Palooza.

KB advised that the summer events calendar is a working document, which will be worked on as events arise and/or change. AR expressed interest in adding YMCA HQ events to the calendar and advised that the YMCA will be running programs/events during Leedy Palooza.

- Action:**
- 1) AW to confirm road closures during the festival.
  - 2) AR to provide list of YMCA HQ youth events to AW to be included in the City's Summer Events Calendar

#### 4.3 Interschool Debating Competition – Update

AW provided an update on the debating competition. Following consultation with the local primary schools, the competition has been deferred until Term 2 in 2019.

The Chair suggested holding the competition in the Council Chambers as given the number of schools who have expressed interest in the competition, additional rooms may be required.

- Action:** AW to seek permission to use the Council Chambers as an additional venue for the Interschool Debating Competition.

#### 4.4 Vincent Youth Network – Update

AW provided an update on the Vincent Youth Network (VYN) with the group designing a logo and establishing roles and responsibilities of members. AW, in consultation with Marketing is developing social media guidelines and protocols.

The VYN (12-18) are currently organising their first youth event, a youth movie night at North Perth Town Hall. The VYN is investigating the opportunity to have games and activities 1-2 hours before the movie to encourage young people to engage with each other, with the group finalising details with respect to activities, food trucks, promotion and marketing. KB stated that tickets can be issued through Eventbrite so VYN will have full control over ticketing.

KB advised the group that the VYN has narrowed their movie selection to 3 movies. SW mentioned that the VYN has to look into the movie choices to see if they are viable as some movie licenses could be costly or certain movies might not be readily available.

The Chair spoke about narrowing down the age group to suit the 11-17 year old age bracket as younger children attending can mean older children will not attend. MK suggested wording all marketing material with 'high school' so that the event attracts the older aged children.

- Action:** AW to pass on consultation to VYN regarding Movie Night topics.

#### 4.5 Children & Youth Website – Changes/Additions

AW gave an update on the two main tabs that have been added/edited on the City's website. The two tabs being Children and Youth.

SW asked if Kindergartens were listed on the website. KB advised this is a constant work in progress and there will be regular changes as new categories arise. KB also mentioned that YMCA HQ events could be added under the Youth – Events tab.

Cr Castle and community representatives expressed positive feedback regarding the website.

- Action:**
- 1) AW to add Kindergartens to website, under Children tab.
  - 2) AW to add YMCA HQ youth events to website, under Youth – Events tab.

#### 4.6 Skateboarding Clinics

AW provided an update on the replacement of the half pipe at Leederville Skate Park along with details of the Skateboarding WA Clinics remaining for the year.

#### 4.7 Student Citizenship Awards

AW gave an update on the Student Citizenship Awards. Positive feedback from Mayor, Emma Cole regarding how the Student Citizenship Award went at Aranmore Catholic College's Graduation. AW confirmed the award is given to two graduating students that show strong citizenship values at schools located within the City of Vincent.

**Action:** AW to advise CYPAG at next meeting on Primary School Award Ceremonies.

#### 4.8 Spirit of Christmas Banners

AW advised that the Spirit of Christmas Banners expressions of interest had been distributed to all local primary schools with \* schools advising of their involvement. The Chair enquired where the banners would be located and the ages of participants. KB confirmed K-Yr6 students were eligible to submit artwork.

**Action:** AW to advise CYPAG at the next meeting on progress of Spirit of Christmas Banners.

#### 4.9 Meeting Action Items – Update

AW advised Youth Development Grants were on the City's public website and promotion through social media channels had commenced.

Proposed upcoming CYPAG dates were reviewed:

Monday 10 December 2018

Monday 4 February 2019

Monday 1 April 2019

Monday 10 June 2019

**Action:** AW to arrange proposed upcoming CYPAG dates to be sent to CYPAG members.

#### 4.10 Other Business

MK requested use of the Vincent library whilst Aranmore Catholic College's library undergoes renovations. SW requested the MK provide her details on dates, numbers and times so that she can review the proposal.

JT asked if there would be a community representative replacement for Natalie Tarr.

MK advised Aranmore Catholic College will be holding a Harmony Week event on 22 March 2019. There will be food trucks, Aboriginal dance group and a silent disco.

AR spoke about the up and coming YMCA HQ events scheduled to happen. AR also spoke about some of the services YMCA offers young people.

**Actions: 1)** AW to send details of Aranmore Catholic College renovations to SW.

**2)** AW to review terms of reference of CYPAG in relation to an additional group member.

#### 5. **Close**

Cr Castle closed the meeting at 6:57pm. The next meeting is on Monday, 10 December 2018

Signed \_\_\_\_\_  
Councillor Alex Castle (Chair)

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2018

Summary of Actions	Date
AW to confirm road closures during Leedy Palooza	5 November 2018
AW to add YMCA HQ youth events to Summer Event Calendar.	5 November 2018
AW to request Council Chambers as the venue for Interschool Debating Competition.	10 December 2018
AW to pass on consultation to VYN regarding Movie Night topics.	25 November 2018
AW to add Kindergartens to website, under Children tab.	5 November 2018
AW to add YMCA HQ youth events to website, under Youth – Events tab.	5 November 2018
AW to advise CYPAG at next meeting on Primary School Award Ceremonies.	10 December 2018
AW to advise CYPAG at next meeting on progress of Spirit of Christmas Banners.	10 December 2018
AW to arrange proposed upcoming CYPAG dates to be sent to CYPAG members.	5 November 2018
AW to send details of Aranmore Catholic College library renovations to SW.	5 November 2018
AW to review terms of reference of CYPAG.	5 November 2018



**CITY OF VINCENT****RECONCILIATION ACTION PLAN WORKING GROUP (RAPWG)****Monday, 29 October 2018 at 6.00pm**

**Venue:** Committee Room  
City of Vincent Administration and Civic Centre  
244 Vincent Street, Leederville

**UNCONFIRMED MINUTES****Attendees:**

City of Vincent Councillors  
Cr Dan Loden (Co-Chair)

Community Representatives  
Jade Dolman (JD)  
Sarah Janali (SJ)  
Maria McAttackney (MA)

City of Vincent Officers  
David MacLennan – Chief Executive Officer (DM)  
Sandra Watson – Manager Community Partnerships (SW)  
Karen Balm – Senior Community Partner (KB)  
Wayne Grimes – Senior Community Projects Officer (WG)  
Philippa Baker – Community Projects Officer (PB)  
Gayatrii Surendorff – Community Partner (GS)

\*\*\*\*\*

**1. Welcome / Declaration of Opening – Acknowledgement to Country**

Cr Loden opened the meeting at 6.05pm and delivered an Acknowledgement of Country on behalf of the group.

Cr Loden welcomed DM to the meeting and GS introduced JD and welcomed her as a new member of the Vincent RAPWG.

**2. Apologies**

Cr Ros Harley (Co-Chair), Cr Josh Topelberg (JT), Michael Quirk (MQ), Phillip Walley-Stack (PWS) Kathy Kickett (KK) Marilyn Lyford (ML).

**3. Confirmation of Previous Minutes**

The minutes from the previous meeting held on 21 May 2018 were confirmed as a true and correct record.

Page 1 of 4

#### 4. Business

##### 4.1 Banks Reserve Master Plan Concept

PB gave an overview of the Banks Reserve Master Plan. The City has engaged with Uncle Noel Nannup, Professor Len Collard, the Whadjuk Working Party and the River Journeys Project Team to ensure that Noongar culture and tradition are recognised and respected throughout the Master Plan.

Professor Len Collard has produced a sense of place study for the City that outlines the history and significance of Banks Reserve, as well as proposing a number of Noongar names that may be suitable for dual or re-naming of the Reserve.

##### 4.2 Public Open Space Strategy

WG updated the Group on the City's Public Open Space Strategy. In order to understand the Noongar history of each place within the City, it is proposed that a sense of place study is undertaken during redevelopment of existing open spaces and when new ones are created to ensure that Noongar culture and tradition are featured, acknowledged and incorporated into the design of each place.

##### 4.3 Arts Action Plan – Aboriginal Inclusion

GS informed the Working Group that the City's Arts Development Action Plan (2018-2020) includes deliverables to increase Aboriginal artwork through the public art and mural programs. Additionally, the City's Arts Advisory Group aim to engage an Aboriginal member by December 2019. The RAPWG were asked to submit contact details of Aboriginal people that may wish to join the Group to GS.

**ACTION:** RAPWG to submit contact details to GS of Aboriginal people interested in becoming a member of the City's Arts Advisory Group.

##### 4.4 Action Items Update

- The RAPWG members provided GS with their availability to attend a workshop that was held on 23 June 2018 and facilitated by Danny Ford and Tim Muirhead.
- The RAPWG previously provided feedback regarding the City's Welcome to Country Policy. This policy was endorsed by Council in September 2018 and has been renamed 'Recognition of Noongar Boodjar, Culture and Tradition through Welcome to Country and Acknowledgment of Country'.
- Danny Ford was contracted to run three community consultation sessions for the development of the Innovate RAP during July and August 2018.
- GS has begun investigating the cost associated with archaeological research on significant Aboriginal sites within the City.

##### 4.5. Update on Innovate RAP

GS updated the Group on the reconciliation work carried out since May 2018:

###### *Charmaine Cole*

The City has purchased seven pieces of digital artwork from Charmaine Cole that will be utilised in marketing campaigns, as well as in City documents.

###### *NAIDOC Festival at Hyde Park*

The NAIDOC Festival was held at Hyde Park on 9 July 2018 and attended by over 200 community members and numerous City staff. Aboriginal artists at the event included Acacia Designs, Baldja Moort, Gina Williams and Guy Guise, Urban Indigenous and Jarred Franey. Kudity Catering served free kangaroo stew to the attendees, and the Aboriginal Health Council of WA attended and promoted the work they do throughout Perth.

*NAIDOC Art Workshops with Jade Dolman*

Two workshops were held in the Vincent Library during NAIDOC Week to celebrate Noongar culture and provided community members an opportunity to learn about Noongar artwork. Jade Dolman facilitated these events, which were extremely popular and well attended.

*Library Cards and Book Marks*

New library cards and bookmarks were launched during NAIDOC Week featuring Jade Dolman's artwork 'Boodjar Nakolak Yanging'.

*Noongar Story Time with Bec Garlett*

Bec Garlett shared Noongar stories and language with children, their families and carers in the Vincent Library in July 2018. The City plans to run Noongar Story Time sessions in the future.

*Noongar Camps in the Perth Western Suburbs Lecture*

Denise Cook and Lynette Coomer gave a lecture on Noongar camps in the Perth western suburbs at the Vincent Library in August. Denise discussed her PhD research and the importance of following Aboriginal cultural protocols in cross-cultural research while Lynette shared her memories of her time growing up in the Shenton Park camps.

*Policy Review*

The City's Welcome to Country Policy, now titled 'Recognition of Noongar Boodjar, Culture, and History through Welcome to Country and Acknowledgment of Country Policy' was opened to the public for consultation in July and August and then adopted by Council in September 2018.

A supporting document outlining Welcome to Country protocols has been developed and will be available to the public in the near future.

*Staff Cultural Awareness Training*

Danny Ford and Tim Muirhead are currently conducting Staff Cultural Awareness Training. 250 staff will complete this training over the coming months, which provides information and raises awareness internally about Noongar culture, history and tradition.

*Website, Intranet and Email Signatures*

The City's website and intranet now both have pages dedicated to reconciliation. Staff email signatures now include an Acknowledgement of Country, as well as Jade Dolman's 'Boodjar Nakolak Yanging'.

*Local Government Aboriginal Engagement Officer Network*

The City will host a Local Government Aboriginal Engagement Officer Network meeting at Kudij Café in February 2019.

*Vincent RAPWG Innovate RAP Workshop*

Danny Ford and Tim Muirhead facilitated a RAPWG Workshop in June 2018. The Group discussed the City's reconciliation journey to date and the projects and initiatives that could be included in the Innovate RAP.

*Community Consultation with Danny Ford*

Danny Ford commenced community consultation for the City's Innovate RAP at the 2018 NAIDOC Festival at Hyde Park, after which two more consultation sessions were held in the Vincent Library.

The City also provided an online and hardcopy survey to the general public seeking feedback regarding Vincent's reconciliation journey which have been taken into consideration during the development of the Innovate RAP.

*Reconciliation Workshop*

The City held a workshop for local Elders, residents and businesses in September 2018 to guide the development of the City's Innovate RAP. Aunty Doolan-Leisha Eatts delivered a Welcome to Country and Danny Ford and Tim Muirhead facilitated the workshop.

*Local Organisations Involvement in the Innovate RAP*

GS has been in discussion with numerous local organisations regarding the City's reconciliation journey and development of a Vincent Innovate RAP. The City hopes to continue working closely with these local organisations throughout the Innovate Rap including Nyoongar Outreach, Noongar Radio, Aranmore Catholic College, Kudjif Café and the Aboriginal Health Council of WA.

*Innovate RAP Priorities (DRAFT)*

After the completion of community consultation, the RAPWG Workshop and Reconciliation Workshop focusing on the development on the Innovate RAP, a number of priorities have been identified to ensure Vincent continues working towards greater reconciliation within our communities.

These priorities include:

- Aboriginal procurement;
- Aboriginal employment at the City;
- Aboriginal events and activities held outside of NAIDOC and Reconciliation Weeks;
- Community and staff cultural awareness training;
- Ensuring Noongar culture is visible through City signage;
- Branding on uniforms and social media; and
- Noongar Six Seasons and native plants are incorporated into the City's outdoor places.

*Draft Innovate RAP Timeline*

GS met with the City's Executive Team on 24 October 2018 to discuss the City's draft Innovate RAP. During November and December 2018, GS will meet with City Managers to discuss allocation of Innovate RAP deliverables, after which the draft Innovate RAP will be reviewed by the RAPWG and then presented at a Council Workshop. Following this, GS will present the Innovate RAP to the November meeting of the Whadjuk Working Party and it is planned to send the draft Innovate RAP in December 2018 to Reconciliation Australia for approval.

**ACTIONS:** GS to continue developing the draft Innovate RAP in preparation for submission to Reconciliation Australia.

4.6 Other Business

Cr Loden discussed the opportunity for the City to make a formal statement in solidarity with the Uluru Statement of the Heart. The Bayswater and Fremantle Councils have passed a Notice of Motion in support of the Statement, and Cr Loden agreed to discuss the matter with Council.

**ACTIONS:** To be included as part of the endorsement of the Draft Innovate RAP to Council for the City to support the Uluru Statement of the Heart.

5. **Close / Next Meeting**

Cr Loden closed the meeting at 7.34pm. The next meeting will be held in 2019.

Signed \_\_\_\_\_  
Councillor Dan Loden (Co-Chair)

Date this \_\_\_\_\_ day of \_\_\_\_\_ 2018

Summary of Actions	Date
RAPWG to submit contact details to GS of Aboriginal people interested in becoming a Member of the City's Arts Advisory Group.	December 2018
GS to continue developing the draft Innovate RAP in preparation for submission to Reconciliation Australia.	December 2018
To be included as part of the endorsement of the Draft Innovate RAP to Council for the City to support the Uluru Statement of the Heart.	December 2018



CITY OF VINCENT

**ARTS ADVISORY GROUP**

Thursday, 1 November at 6:00pm

Venue: Committee Room  
City of Vincent Administration and Civic Centre**UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors

Cr. Jimmy Murphy (Chair) (JM)

Cr. Joanne Fotakis

Community Representatives

Ms Claire Stokes

Ms Sioux Tempestt

City of Vincent Officers

David MacLennan – Chief Executive Officer (DL)

Rosslind Ellis – Manager Marketing and Customer Service (RE)

Tegan Patrucco – Arts and Activation Officer (TP)

Apologies

Michael Quirk – Director Community Engagement

Mr Simon Venturi

Mr Graham Hay

Ms Julie Rosario

Ms Kaye Guthrie Adonis

Ms Laura Warren

\*\*\*\*\*

**1. Welcome / Declaration of Opening – Acknowledgement of Country**

JM opened the meeting at 6.04pm and acknowledged the traditional custodians of the land on which the meeting was held, and paid respect to the elders past, present and emerging.

**2. Apologies**

Michael Quirk, Simon Venturi, Graham Hay, Julie Rosario, Kaye Guthrie Adonis, and Laura Warren were noted as apologies.

**3. Confirmation of Previous Minutes – 6 September 2018**

The minutes from the previous meeting held 6 September 2018 were confirmed as a true and correct record.



**4. Business****4.1 Nathan Giles Arts Strategy**

TP reported that she and JM had met with Nathan Giles from the Perth Public Art Foundation to discuss his work and the City of Vincent Arts Development Action Plan. Discussions included the model used by the City of Perth/Perth Public Art Foundation, and it was noted that the PPAF are able to conduct projects outside of the City of Perth boundaries.

**4.2 Arts Development Action Plan 2019-2020 Progress Update**

TP provided updates on the 2018/19 actions. It was noted that the Percent for Art review has been postponed until 2019. Discussion regarding updated Mural Guidelines and it was suggested that a set of criteria/guidelines be created in for each suburb in consultation with the Town Teams.

Discussion regarding the pilot program of the Guerrilla Arts Project. JM will send RE and TP his thoughts on the direction of this.

**5. Visual Art Projects/Opportunities****5.1 Pride Artworks**

TP reported that four traffic control boxes were scheduled to be painted during November, and the Pride-themed Lightbox Laneway exhibition by artist Megan Baker would be installed on November 7<sup>th</sup>.

**5.2 Murals:**

- Chatsworth Deli

TP reported that Bec Abdy will be painting the Chatsworth Deli mural in mid-November. TP circulated pictures of the design.

- West End Arts Precinct

TP reported that she had met with the Chair of the West End Arts Precinct Town Team, Andrew Kailis, and looked at walls in the precinct that he would like to see murals on. TP will investigate with building owners and their level of interest in co-funded murals. TP noted that the Town Team has a good idea of the 'vibe' they are after.

- Beatty Park

TP reported that Beatty Park Leisure Centre has commissioned Jessee Lee Johns to design and paint a map mural showing the bike maintenance points in the City of Vincent. The map will also show key landmarks and buildings.

**5.3 Noongar Radio Uniforms**

TP reported that unfortunately Kambarni was unable to complete the uniform design, however Peter Farmer has expressed interest in completing the design.

**6. Performance Art Projects/Opportunities****6.1 Styleaid**

TP reported that City of Vincent are the venue sponsor for Styleaid 2018 as part of the new partnership with the WA AIDS Council. TP advised that the event will be held on 30<sup>th</sup> November at the Holmes à Court gallery in the West End Arts Precinct, and the Mayor will be making a speech. TP encouraged the Arts Advisory Group to attend the event.

6.2 Leedy Streets Open

TP reported that the themes for the two Leedy Streets Open Sundays in February /March 2019 were currently being organised and pitched to the local businesses for their engagement.

6.3 City of Vincent Film Project

TP reported that the submissions for the Film Project were open until the 30<sup>th</sup> November and that the opportunity had been widely advertised. TP encouraged Arts Advisory Group members to advertise the opportunity through their networks.

**7. Close / Next Meeting**

JM closed the meeting at 6.55pm. The next meeting will be held in 2019.



CITY OF VINCENT

**DESIGN REVIEW PANEL****Wednesday 14 November 2018 at 3.30pm****Venue: Function Room  
City of Vincent Administration and Civic Centre****MINUTES****Attendees:**

<u>Design Advisory Committee Members:</u>	<u>City of Vincent Officers</u>
James Christou (Chairperson)	Joslin Colli (Coordinator Planning Services)
Munira Mackay	Kate Miller (Senior Urban Planner)
Simon Venturi	Roslyn Hill (Minute Secretary)
Ailsa Blackwood	

\*\*\*\*\*

Applicant-Item 3.1

Davor Nikolic	Architectural Online
Coral Buxey	Tegan Louise Designs

\*\*\*\*\*

3.30pm                      **Member Discussion**  
4.00pm

**1. Welcome / Declaration of Opening**

The Chairperson, James Christou declared the meeting open at 4.00pm.

**2. Apologies****3. Business****4.00pm–4.40pm – Applicant's Presentation – DA Lodged 5.2018.320.1****3.1 Address:** 441 William Street and 6 Brisbane Place, Perth**Proposal:** Mixed Use Development (Office, Restaurant/Café and Hotel)**Applicant:** Architectural Online**Reason for Referral:** For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 7 March 2018**Applicant's Presentation:**

The presented a power point presentation

**Recommendations & Comments by DRP on 7 March 2018:**

<b>Principle 1 – Context and Character</b>	<ul style="list-style-type: none"> <li>• Reconsider the size of the windows. Corridor windows may let in too much sun. Reduce the size to hi-lights or introducing awnings.</li> <li>• Create more activation measures to incorporate a more urban approach with sightlines into communal areas.</li> <li>• Reconsider the sight lines of the access way which limits safety aspects for residents and the public.</li> <li>• Consider making the balcony slide out at the back.</li> <li>• Look at incorporating a design element (eg seating) or artwork instead of bollards to the cross site link.</li> <li>• Bring some texture, possibly cobble paving or timber to break down the monotone concrete paving in the accessway – consider using the steel column grid for the pattern of the paving strips.</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>• Select and encourage plants to grow up through the structure. Incorporate lighting to enhance safety and security.</li> </ul>
<b>Principle 3 – Built form and scale</b>	N/A
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>• Demonstrate how the waste removal and laundry will work in a functional manner and not impact on the public domain.</li> <li>• Consider including a laundry and dual waste/rubbish chutes at the western end.</li> <li>• Consider engaging a waste management consultant. Show how many bins will be needed and waste bin arrangements on the plans. A waste management plan may need to be submitted. Examine consolidating one central bin and laundry location.</li> <li>• Consideration will need to be given to safety aspects of the communal area given the minimal activation proposed. Take into account the activation and layout of commercial tenancies to make this more viable.</li> <li>• Consider allowing for vertical exhaust ducts to provide flexibility for the tenancy outlets to be converted to Food and Beverage.</li> <li>• Ground plan and landscaping need more articulation.</li> <li>• Public accessway (corridor) is considered too narrow and long to be sustainable – refer to further notes below.</li> <li>• Explain thoroughfare and public space and how is this controlled?</li> <li>• Consider a service lift as there is only one lift for guests.</li> </ul>
<b>Principle 5 – Sustainability</b>	N/A
<b>Principle 6 – Amenity</b>	<ul style="list-style-type: none"> <li>• Provide a link between the front and the rear.</li> <li>• Consider seating arrangements and patron utilisation of the alfresco area into a recessed area so it doesn't block flow through the thoroughfare.</li> </ul>
<b>Principle 7 – Legibility</b>	<ul style="list-style-type: none"> <li>• Signage and lighting elements could be hung from steel structure and integrated to the expressed steel space-frame in order to produce a more integrated design approach.</li> </ul>
<b>Principle 8 – Safety</b>	<ul style="list-style-type: none"> <li>• Proponent to undertake and report on crime prevention through environmental design (CPTED).</li> <li>• Consider gates at the access way entry points. Possibly look at locking the gates after business hours. Public accessway is considered too narrow and long to sustain being fully open and accessible at night. Look at redesigning or mechanisms to create a more secure area for communal use to minimise opportunity for anti-social behaviour.</li> <li>• Examine reducing potential hiding locations in the front elements.</li> <li>• A good proportion of the boundary wall to the north adjoining car park may need access restrictions.</li> </ul>

<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	<ul style="list-style-type: none"> <li>Consider clearance distances that may be required between the development and power lines.</li> <li>Further consideration is required in relation to the logistics and amenity of the overall development with respect to the running of a CBD hotel (linen, storage, servicing etc.). The Alex Hotel is a comparable example to examine.</li> </ul>

**Recommendations & Comments by DRP (using the Built Form Policy Design Principles):**

<b>Principle 1 – Context and Character</b>	<p>The DRP supports the concept of the laneway, however, the Applicant needs to refine the design to outline.</p> <ul style="list-style-type: none"> <li>How activation will be achieved. To this end the Applicant may explore:</li> <li>Integration of landscaping (hard and soft) the use of lighting to create the appropriate ambiance (atmosphere) as well as providing a safe environment (night light).</li> <li>Consider activation by either protruding the bar, café into the laneway. This will provide additional eyes to the laneway and the facilities can be visually seen from the two streets OR</li> <li>Consider locating the café and bar fronting William Street and the Reception in the middle of the plan to provide greater street activation.</li> <li>The Applicant needs to explore how the Public Art will relate to the context of the site.</li> <li>Reconsider the need for the canopy over the laneway to enable the void to be fully appreciated and for acoustic use double glazing or thicker glazing (Note : impact from Mosque).</li> </ul>
<b>Principle 2 – Landscape quality</b>	<ul style="list-style-type: none"> <li>Consider additional landscaping on Juliet balconies.</li> <li>The Applicant needs to explore or implement a tree with a canopy of at least 4 meters within the laneway.</li> <li>Provide a detailed plan showing paving, street furniture and plant selection (including proposed creeper / Note additional soil space for creeper) including lighting to show the feel of the laneway.</li> <li>Consider using soft landscaping as screening for the toilets if they are to stay where they are.</li> <li>Lower courtyard may require more sunlight.</li> </ul>
<b>Principle 3 – Built form and scale</b>	<ul style="list-style-type: none"> <li>Levels 3, 4 and 5 setback needs more consideration. Look into additional landscaping and openings to break up the mass and built form on these levels or possibly a roof top deck. This will provide greater light and cross-ventilation through the site.</li> </ul>
<b>Principle 4 – Functionality and build quality</b>	<ul style="list-style-type: none"> <li>The laneway appears very long (approximately 50m x 3m) – Consider an intermediate recess to provide some focal / visual relief and diversity in the space (i.e. a space for a tree).</li> <li>The upper level rooms look tight – show the furniture within the rooms to show the functionality of the spaces.</li> </ul>

	<ul style="list-style-type: none"> <li>Look at the possibility of a service lift as the traffic may be too great. Obtaining advice and input from a boutique hotel operator will help in this regard.</li> <li>Functional aspects need to be worked on and finalised (i.e. bins, patron drop off, laundry).</li> </ul>
<b>Principle 5 – Sustainability</b>	<ul style="list-style-type: none"> <li>Size of the Beams and landscaping may block natural light into the courtyard.</li> </ul>
<b>Principle 6 – Amenity</b>	<ul style="list-style-type: none"> <li>Consider re-design of the central M and F toilet area connect directly to the café / bar to release space for intermediate landscape.</li> </ul>
<b>Principle 7 – Legibility</b>	N/A
<b>Principle 8 – Safety</b>	N/A
<b>Principle 9 – Community</b>	N/A
<b>Principle 10 – Aesthetics</b>	N/A
<b>Comments</b>	<ul style="list-style-type: none"> <li>The project has significant potential but requires further development. An integrated and considered combination of high quality soft landscaping, public art, lighting and streetscape activation strategies need to be applied to the laneway area to ensure the success of this area.</li> <li>Consider engaging a hotel operator to assist with the function / design of the hotel (i.e. services, room sizes, etc).</li> <li>The floorplans are quite faint and hard to read. More legible plans with the adjoining context shown on them as well as the elevations and perspectives needs to be submitted.</li> </ul>

**Conclusion:**

To be returned to DRP.

**4. General Business****5. Close / Next Meeting**

There being no further business, the Chairperson, James Christou declared the meeting closed 4.45pm.

The next meeting will be held on 28 November 2018.





## MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.00 PM

25 OCTOBER 2018

TOWN OF VICTORIA PARK

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*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*



MINDARIE REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING MINUTES  
25 OCTOBER 2018

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## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6pm

## 2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

### Councillor Attendance

Cr D Boothman JP (Chair)	City of Stirling
Cr M Norman (Deputy Chair)	City of Joondalup
Cr R Fishwick JP	City of Joondalup
Cr E Lumsden	City of Perth
Cr A Guilfoyle	City of Stirling
Cr S Proud JP	City of Stirling
Cr E Cole ( <i>entered at 6.03pm</i> )	City of Vincent
Cr F Cvitan JP	City of Wanneroo
Cr J Nelson	Town of Cambridge
Cr K Vernon ( <i>entered at 6.05pm</i> )	Town of Victoria Park

### Apologies

Cr K Sargent	City of Stirling
Cr R Driver	City of Wanneroo
Cr K Shannon	Town of Cambridge

### Leave of Absence

Nil

### Absent

Nil

### MRC Officers

Mr G Hoppe (Chief Executive Officer)  
Ms D Toward (Executive Support)

### MRC Observers

Nil

### Member Council Observers

Mr N Claassen (City of Joondalup)  
Ms K Howarth (City of Perth)  
Mr R Bryant (City of Stirling)  
Mr M Littleton (City of Stirling)  
Mr A Murphy (City of Vincent)  
Ms Y Plimbley (City of Vincent)  
Mr S Cairns (City of Wanneroo)  
Mr H Singh (City of Wanneroo)  
Mr J Wong (Town of Victoria Park)

### Visitors

Nil

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**Members of the Public**

Nil

**Press**

Nil

**3 DECLARATION OF INTERESTS**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 ANNOUNCEMENTS BY THE PRESIDING PERSON**

Nil

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**8.1 ORDINARY COUNCIL MEETING – 6 SEPTEMBER 2018**

The Minutes of the Ordinary Council Meeting held on 6 September 2018 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 6 September 2018 be confirmed as a true record of the proceedings.**

**Moved Cr Proud, Cr Cvitan**

*Cr Emma Cole entered the Council Chambers at 6.03 pm*

**RESOLVED**

That the recommendation be adopted

(CARRIED 8/1)

*For: Boothman, Norman, Fishwick, Lumsden, Guilfoyle, Proud, Cole, Cvitan*

*Against: Nelson*

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MINDARIE REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING MINUTES  
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## 9 CHIEF EXECUTIVE OFFICER REPORTS

<b>9.1</b>	<b>FINANCIAL STATEMENTS FOR THE MONTHS ENDED 31 JULY 2018 AND 31 AUGUST 2018</b>
<b>File No:</b>	<b>FIN/5-07</b>
<b>Appendix(s):</b>	<b>Appendix No. 1 Appendix No. 2 Appendix No. 3</b>
<b>Date:</b>	<b>03 October 2018</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

### SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

### BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

### DETAIL

The Financial Statements are for the months ended 31 July 2018 and 31 August 2018 and are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 2 months to 31 August 2018 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the "air space" remaining and other relevant information.

MINDARIE REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING MINUTES  
25 OCTOBER 2018

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Summary of results for the two-month period ended 31 August 2018

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	48,073	36,529	11,544
Tonnes – Others	2,468	1,929	539
<b>TOTAL TONNES</b>	<b>50,541</b>	<b>38,458</b>	<b>12,083</b>
	\$	\$	\$
Revenue – Members	9,596,843	7,488,481	2,108,362
Revenue – Other	761,646	685,868	75,778
<b>TOTAL REVENUE</b>	<b>10,358,489</b>	<b>8,174,349</b>	<b>2,184,140</b>
 Expenses	 9,842,724	 8,841,008	 (1,001,716)
 Profit on sale of assets	 1,598	 1,278	 320
Loss on sale of assets	-	-	-
 <b>NET SURPLUS</b>	 <b>517,363</b>	 <b>(665,381)</b>	 <b>1,182,744</b>

Commentary

The Member Councils' processable waste for the financial year to date is 9,951 tonnes above forecast, with all Member Councils delivering more than forecast.

The non processable waste for the period to date is 1,630 tonnes above the financial forecast, primarily as a result of the City of Stirling (1,241t) and City of Wanneroo (1,759t) bringing more waste than budgeted abated by City of Joondalup bringing in less than what was budgeted (1,110t).

These variances leave the MRC 25% ahead in its budgeted waste receipts from member councils. Overall the Member Council waste is 11,543 tonnes above the phased budget as at the end of August 2018.

RRF

The Resource Recovery Facility residue tonnes are on budget at 37 tonnes below forecast. However, we will see an increase over the next months in preparation for the scheduled maintenance shutdown which is scheduled for November 2018.

Trade & Casual

The Casual and Trade tonnages are 539 tonnes higher than forecast for the financial year.

Overall for the period ended 31 August 2018, the tonnes received are 12,083 tonnes above what was budgeted.

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**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 July 2018 and 31 August 2018 are received.

Moved Cr Norman, seconded Cr Boothman

**RESOLVED**

That the recommendation be adopted  
(CARRIED UNANIMOUSLY 9/0)

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<b>9.2</b>	<b>LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 31 JULY 2018 AND 31 AUGUST 2018</b>
<b>File No:</b>	<b>FIN/5-06</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 Appendix No. 5</b>
<b>Date:</b>	<b>03 October 2018</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

#### SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

#### COMMENT

The lists of payments for the months ended 31 July 2018 and 31 August 2018 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 6 September 2018, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

<b>Months Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
31 July 2018	General Municipal	Cheques	\$6,113.99
		EFT	\$6,111,638.02
		DP	\$198,795.45
		Inter account transfers	\$2,600,000.00
		<b>Total</b>	<b>\$8,916,547.46</b>
31 August 2018	General Municipal	Cheques	\$5,175.40
		EFT	\$4,339,314.94
		DP	\$299,429.56
		Inter account transfers	\$3,300,000.00
		<b>Total</b>	<b>\$7,943,919.90</b>

#### VOTING REQUIREMENT

Simple Majority

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**RESPONSIBLE OFFICER RECOMMENDATION**

**That the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 July 2018 and 31 August 2018, be noted.**

**Moved Cr Lumsden, seconded Cr Guilfoyle**

**RESOLVED**

**That the recommendation be adopted**  
**(CARRIED UNANIMOUSLY 9/0)**

*Cr Karen Vernon entered the Council Chamber at 6.05 pm*

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<b>9.3</b>	<b>APPOINTMENT OF COUNCILLORS ON TO THE MUNICIPAL WASTE ADVISORY COUNCIL (MWAC)</b>
<b>File No:</b>	<b>GOV/1-04</b>
<b>Attachment(s):</b>	<b>1. Municipal Waste Advisory Council Details</b>
<b>Date:</b>	<b>12 October 2018</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

### **SUMMARY**

The purpose of this report is to seek the appointment of a Councillor of the Mindarie Regional Council (MRC) to the Municipal Waste Advisory Council (MWAC).

### **BACKGROUND**

The MRC is currently a member of an advisory group of WALGA known as MWAC. A MRC Councillor is required to be a member of this group.

MWAC was established as part of the MRC's commitment to the Western Australia Local Government Association membership.

Attachment 1 to this agenda item provides details of the tenure, membership, duties and responsibilities associated with being a member of MWAC.

### **DETAILS**

At the MRC Ordinary Council meeting held on 9 November 2017 Councillor Russ Fishwick was appointed as a Member and Cr Andrew Guilfoyle as a Deputy Member on to MWAC.

On 19 September 2018 Councillor Fishwick resigned from MWAC. The resignation has resulted in the need for the MRC to swear in a new member.

It should also be noted that Councillor Fishwick has resigned from his positions as Chair of the CEO Recruitment and Performance Review Committee and Chair of the Audit Committee. Cr Fishwick remains a member of both committees, with a new Chair to be appointed at the next respective committee meetings.

The following provides a brief explanation of the purpose of MWAC:

#### Municipal Waste Advisory Council

The Municipal Waste Advisory Council (MWAC) was established in December 1994 as a Standing Committee of the Western Australian Local Government Association (WALGA) with delegated authority to represent the Association in respect of matters relating to municipal waste issues. MWAC is established under a partnership agreement with WALGA, Eastern Metropolitan Regional Council, City of Geraldton/Greenough, Mindarie Regional Council, Rivers Regional Council, Southern Metropolitan Regional Council and Western Metropolitan Regional Council.

The objective of MWAC is to encourage and promote economically sound, environmentally safe waste management practices and to ensure that the shared interests of all Western Australian Local Governments, as they relate to waste management, are

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effectively managed. As MWAC is a standing committee of WALGA it requires councillor representation. An Officer Advisory Group (OAG) has been established as an advisory committee to the MWAC.

**LEGAL COMPLIANCE**

Refer attachment 1 to determine the compliance requirements of MWAC.

**FINANCIAL IMPLICATIONS**

There is no remuneration attached to this position.

**COMMENT**

There are 6 meetings per calendar year.

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Council:

1. Appoint Cr \_\_\_\_\_ on to the Municipal Waste Advisory Council.

Cr Guilfoyle nominated Cr Boothman

There were no further nominations

Moved Cr Guilfoyle, seconded Cr Cvitan

**RESOLVED**

That the Council:

1. Appoint Cr Boothman on to the Municipal Waste Advisory Council.

(CARRIED UNANIMOUSLY 10/0)

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## ATTACHMENT 1

### MUNICIPAL WASTE ADVISORY COUNCIL

#### MEMBERSHIP

One Councillor and a Deputy  
Supported by one staff member who is on a sub-group of MWAC entitled the Officers' Advisory Group.

#### MEETING FREQUENCY

Bi-Monthly

#### DUTIES AND RESPONSIBILITIES

##### *General Functions of the MWAC*

- (a) The principal role of the MWAC in exercising its delegated authority is to govern the Municipal Waste Program and to represent the interests of the Parties and Local Government generally, in all matters relating to local government waste management.
- (b) Without limiting the MWAC's principal role, the broad functions and responsibilities of the MWAC include:
  - (i) defining policy and providing the overall strategic direction of the Municipal Waste Program to achieve the interests of the Parties to this Partnership Agreement;
  - (ii) maintaining the MWAC as a credible, active and effective peak body in the area of waste management;
  - (iii) facilitating and encouraging cooperative linkages between Local, State and Federal Government, Regional Councils, FORC, WMAA, Waste Authority, industry and the community;
  - (iv) representing the interests of the Association in all matters relating to local government waste management in accordance with the Association's policy statements and formal positions on an issue, and without prior reference to the Association where a formal Association position on an issue is not current or has not yet been developed PROVIDED THAT any such position is subsequently put to the Association as soon as practicable for confirmation;
  - (v) acting as an interface between the Parties to this Partnership Agreement and other local governments;
  - (vi) promoting economically sound, environmentally safe and socially acceptable waste management and minimisation strategies;
  - (vii) coordinating and initiating research on waste management issues;
  - (viii) through the WALGA Chief Executive Officer and the MWAC Chair, monitoring and evaluating the performance of the Executive Officer against established key performance indicators;
  - (ix) approving major operating plans, including the strategic plan;
  - (x) approving the Annual Budget in accordance with the terms of this Partnership Agreement; and
  - (xi) ensuring the Municipal Waste Program complies with the law and the Association's operational policies and procedures.



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- (c) Under the terms of the delegated authority, the MWAC may not make decisions:
- (i) concerning the acquisition, holding and disposition of real property or the borrowing of money or setting Association subscription levels;
  - (ii) that are inconsistent with an existing formal policy statement of the Association without prior reference to and the prior approval of the State Council; and
  - (iii) relating to operational matters as such matters remain the responsibility of the Executive Officer, reporting to the WALGA Chief Executive Officer or to their delegate.

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**APPOINTMENT/TENURE**

Membership continues until notification is given to the other party advising of a change in the membership.

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<b>9.4</b>	<b>MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING AND STRATEGY WORKSHOP DATES FOR 2019</b>
<b>File No:</b>	<b>COR/10-02</b>
<b>Appendix(s):</b>	<b>Nil</b>
<b>Date:</b>	<b>12 October 2018</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

#### **SUMMARY**

The purpose of this report is to provide notice of the dates, times and locations for the Mindarie Regional Council's (MRC) Ordinary Council Meetings (OCM) and Strategy Workshops (SW) for 2019.

#### **BACKGROUND**

The MRC is required to schedule OCMs for the forthcoming calendar year and provide public notice of their dates, times and locations. In addition, the dates are set for two SWs.

#### **DETAIL**

In setting the dates for the 2019 OCM's consideration has been given to the following:

- The Tamala Park Regional Council meeting dates for 2019.
- The WALGA Metropolitan Zone meeting dates for 2019.
- Availability of Member Council's Chambers.

In addition to the above, two SWs are included in the meeting schedule. These workshops are important as they provide the Councillors, member council CEOs and representatives on the Strategic Working Group and MRC management an opportunity to review and discuss the MRC's strategic direction.

#### **Programme of Meetings**

Given the above, the proposed schedule of OCMs for 2019, commencing at 6.00 pm, is as follows:

- Ordinary Council Meeting – 7 February 2019 (City of Joondalup)
- Ordinary Council Meeting – 11 April 2019 (City of Wanneroo)
- Ordinary Council Meeting – 4 July 2019 (City of Stirling)
- Ordinary Council Meeting – 19 September 2019 (City of Vincent)
- Ordinary Council Meeting – 21 November 2019 (Town of Victoria Park)
- Ordinary Council Meeting – 12 December 2019 (City of Perth)

The SWs for 2019 will be held directly after the following OCMs:

- 2019 – 7 February 2019
- 2019 - 19 September 2019

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#### STATUTORY ENVIRONMENT

Part 12 (1) and (2) of the Local Government (Administration) Regulations 1996 requires local government to issue public notice of its meeting dates at least once per year stating:

*"12. Meetings, public notice of (Act s. 5.25(1)(g))*

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and*
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*are to be held in the next 12 months.*
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

S.1.7 of the Local Government Act 1995 prescribes local public notice as:

*"1.7. Local public notice*

- (1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —
  - (a) published in a newspaper circulating generally throughout the district; and*
  - (b) exhibited to the public on a notice board at the local government's offices; and*
  - (c) exhibited to the public on a notice board at every local government library in the district.**
- (2) Unless expressly stated otherwise it is sufficient if the notice is —
  - (a) published under subsection (1)(a) on at least one occasion; and*
  - (b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —
    - (i) the time prescribed for the purposes of this paragraph; or*
    - (ii) if no time is prescribed, 7 days."***

#### POLICY IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

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#### COMMENT

The proposed schedule for OCM's for 2019 is now submitted for approval. In addition, it is recommended that the Council endorse the scheduling of the two SWs directly following on from the OCMs scheduled in February and September.

#### VOTING REQUIREMENT

Simple Majority

#### RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. adopt the following schedule for Council Meetings for 2019, commencing at 6.00 pm:
  - Ordinary Council Meeting – 07 February 2019 (City of Joondalup)
  - Ordinary Council Meeting – 11 April 2019 (City of Wanneroo)
  - Ordinary Council Meeting – 04 July 2019 (City of Stirling)
  - Ordinary Council Meeting – 19 September 2019 (City of Vincent)
  - Ordinary Council Meeting – 21 November 2019 (Town Victoria Park)
  - Ordinary Council Meeting – 12 December 2019 (City of Perth)
2. issue Public Notice on the meetings location, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995*.
3. adopt the following dates for the two Strategy Workshops for 2019 as follows:
  - 07 February 2019 – following the OCM at the City of Joondalup
  - 19 September 2019 – following the OCM at the City of Vincent

Moved Cr Cole, seconded Cr Cvitan

#### RESOLVED

That the Recommendation be adopted.

(CARRIED UNANIMOUSLY 10/0)

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9.5 SUBMISSION ON THE DRAFT WASTE STRATEGY 2030	
File No:	WST/122-05
Appendix(s):	Appendix 6 and 7
Date:	17 October 2018
Responsible Officer:	Chief Executive Officer

#### SUMMARY

The purpose of this report is to obtain Council's approval of the Mindarie Regional Council's (MRC) proposed response to the Waste Authority's draft *Waste Strategy 2030* document.

#### BACKGROUND

In February 2018, the State Government and the Waste Authority commenced a review of the WA Waste strategy. Various consultation workshops were undertaken and a consultation document was published for comment.

Given the exceedingly tight response time frames, it was not possible to put the MRC's response to Council for endorsement and the then Acting Chief Executive Officer (CEO) submitted a response to the Waste Authority on behalf of the MRC, a copy of which is tabled at Appendix 6.

On 10 October 2018, the Waste Authority distributed a modified draft *Waste Strategy 2030* document for review to those parties who had previously made a submission. A copy of the draft document is included at Appendix 7 and has been separately distributed to MRC Councillors, member council CEOs and member of the Strategic Working Group. Interested parties may request variations to the draft within 28 days of issue (by 6 November 2018). The Waste Authority will then provide a draft, with any modifications, to the Minister for Environment.

The administration of the MRC has reviewed the draft *Waste Strategy 2030* and has drafted an outline of its proposed response on the modified draft document for Council approval.

#### DETAIL

##### High level overview of the draft *Waste Strategy 2030*

The draft strategy is based on a vision which is that:

*Western Australia will become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste.*

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That vision is supported by three objectives:

**1. AVOID**

*Western Australians generate less waste.*

**2. RECOVER**

*Western Australians recover more value and resources from waste.*

**3. PROTECT**

*Western Australians protect the environment by managing waste responsibly.*

Each objective has had various targets set to measure performance:

**1. AVOID**

*2025 – 10% reduction in waste generation per capita*

*2030 – 20% reduction in waste generation per capita*

**2. RECOVER**

*2025 – Increase material recovery to 70%*

*2030 – Increase material recovery to 75%*

*2020 – Recover energy only from residual waste*

**3. PROTECT**

*2025 - No more than 15% of waste generated in Perth and Peel regions is landfilled*

*2030 – All waste is managed and / or disposed to better practice facilities*

These targets are then broken down further into more specific targets for waste generators and waste managers.

A key theme throughout the document is about fostering the move from a linear waste economy to a more circular economy.

Specific focus materials are identified for additional attention under each of the objectives.

In total, 50 different strategies are outlined addressing the following key themes:

- *Knowledge,*
- *Enabling Infrastructure,*
- *Incentives,*
- *Information and data,*
- *Engagement and education,*
- *Regulation and policy, and*
- *Planning.*



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### Outline of MRC's initial recommendations

In the MRC's response to the initial consultation document (Appendix 6), a total of 10 recommendations were made. Some, but not all, of these recommendations have been addressed in the draft *Waste Strategy 2030* as follows:

#### Recommendation 1:

Consideration should be given in the Waste Strategy as to how potential markets and uses for materials generated in the circular economy can be created, fostered, subsidised or otherwise supported by State Government.

■ *Partially addressed (strategies 9, 10, 14).*

#### Recommendation 2:

Consideration should be given in the Waste Strategy to the implementation of a standardised, mandatory waste collection system across the metropolitan area.

■ *Partially addressed (introduction of targets, strategy 17)*

#### Recommendation 3:

Consideration should be given to the recommendations made in the SWIP report, with a view to identifying appropriately zoned sites for future waste infrastructure, as part of the Waste Strategy.

■ *Partially addressed (Strategy 50)*

#### Recommendation 4:

Consideration should be given in the Waste Strategy to only requiring regulators to consider licence approvals for facilities which align with the waste processing technologies and preferred locations outlined in the Waste Strategy.

■ *Partially addressed (Strategy 44)*

#### Recommendation 5:

Consideration should be given in the Waste Strategy as to what waste education is required to change consumer behaviour to better support end markets, collection systems and waste processing infrastructure, with guidelines as to how that responsibility is to be shared, and funded, by the respective levels of government in the state.

■ *Fully addressed (Strategies 1, 4, 10, 11, 12, 13, 25, 43)*

#### Recommendation 6:

Consideration should be given in the Waste Strategy to additional waste management targets, such as percentage targets for organics recycling and reductions in per household waste generation.

■ *Fully addressed (additional targets set)*

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Recommendation 7:

Consideration should be given in the Waste Strategy to a rolling 10 year projection of the expected Landfill Levy.

■ *Not addressed*

Recommendation 8:

Consideration should be given in the Waste Strategy to providing clarity around other levies, if any, that are being contemplated for AWTs.

■ *Not addressed*

Recommendation 9:

Consideration should be given in the Waste Strategy to a revised funding program to assist the industry in responding effectively to the objectives of the Waste Strategy.

■ *Partially addressed (broad mention of 'support' across a number of strategies)*

Recommendation 10:

An 'all of Government' approach should be considered in the drafting of the Waste Strategy, with at least proposed changes to the Local Government Act being considered and taken into account or revised as necessary, to help create statutory entities to support waste management in the region.

■ *Not addressed*

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**Outline of MRC's general observations and specific requests for variations**

General observations

The MRC views the draft *Waste Strategy 2030* as an improvement on previous waste strategy documents and supports the overall direction being outlined.

The proposed responses to the Waste Authority are consistent with the MRC's vision of *Winning Back Waste*. The MRC's strategic direction is closely aligned with the objectives being outlined in the *Waste Strategy 2030* draft.

**COMMUNITY IMPACTS**

The cost of transitioning away from low cost landfilling to dealing with waste further up the waste hierarchy is likely to result in increased waste processing costs. This in turn will likely result in local government rates increases which may exceed CPI in any given year. It would be useful for the Waste Authority to undertake the necessary modelling to estimate what the financial impact of implementing the *Waste Strategy 2030* is likely to be on Western Australian households. Once these likely impacts are understood, consistent messaging from the Minister for Local Government and the Minister for Environment to assist in managing community expectations around possible rate increases will be important.

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#### LANDFILL LEVY

Local government landfills and commercially operated landfills collect significant levies for the State Government from rate payers and businesses. A wholly insignificant proportion of these levies are reinvested into the waste sector in any form.

#### ACTION PLANS

The *Waste Strategy 2030* outlines some significantly aspirational waste targets for the next decade. The present reality is that by-and-large, the markets for the material to be recovered and the mechanisms to recover material from the proposed waste streams do not exist.

In order for Western Australia to be able to meet the proposed targets, robust actions plans will be required to underpin the 50 proposed strategies. The MRC would strongly encourage State Government and the Waste Authority to consult with local government and industry when developing these action plans.

#### Variation 1:

In order to provide investment certainty for local governments and industry, the *Waste Strategy 2030* should provide clarity around the quantum of the state landfill levy until 2030; how much of that figure will be hypothecated to the WARR account; and what proportion of the hypothecated amount will be reinvested into the waste industry.

In particular, will the funds be used to incentivise local governments and State government to adopt the use of recycled or recovered products.

Further, to what extent will the funds be used by State Government to invest in waste processing infrastructure. There is a strong preference for the investment in local industry that will help reduce the costs and environmental impacts of having to transport waste.

#### Variation 2:

The *Waste Strategy 2030* should provide clarity on how the Waste Authority intends to apply the landfill levy to remote and regional Western Australian, if at all, and whether a similar levy will be applied to Energy from Waste Facilities or other AWTs.

#### Variation 3:

The targets contained in the *Waste Strategy 2030* are all expressed as percentage change figures. The *Waste Strategy 2030* should provide the 2014/15 empirical base data that will be used as the starting point for measurement against these targets. Notably:

- Current (2014/15) material recovery rates per stream
- Current waste generation volumes for Perth and Peel, along with current annual landfill volumes

#### Variation 4:

No rationale for the selection of the various targets is provided. The *Waste Strategy 2030* should outline the comparative performance of other states in Australia and other comparable international economies against the proposed target metrics.

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Variation 5:

The *Waste Strategy 2030* should signal the State Government's intent to promote producer packing stewardship programs through legislation if necessary.

Variation 6:

The *Waste Strategy 2030* needs to provide clarity as to what activities would be classed as 'recovery' and how this recovery will be measured, to ensure that perverse outcomes such as waste stockpiling are significantly dis-incentivised.

Variation 7:

The *Waste Strategy 2030* needs to provide clarity on how better practice guidelines will be implemented and importantly, what the transition provisions for new guidelines will be.

Significant infrastructure investments are likely to be required to deliver against the targets in the *Waste Strategy 2030* and there needs to be certainty for investors that the parameters which supported their investment are not going to be adversely changed when a new guideline is introduced without appropriate transition provisions.

A live case study in this regard is playing out with the MRC's Resource Recovery Facility contract, where the current push to change collection systems and recover organics from the waste stream is likely to have an adverse impact on the MRC's investment in waste processing infrastructure, which was designed to respond to the waste system parameters in effect at the time of construction.

**CONSULTATION**

The administration of the MRC has reviewed the draft *Waste Strategy 2030* document internally and have participated in a WALGA led discussion forum which was attended by the other Regional Councils and a number of local governments.

The views contained in the MRC's proposed responses to the draft *Waste Strategy 2030* document and the modifications it is requesting are largely consistent with the views expressed by the other parties who attended the WALGA forum.

**STATUTORY ENVIRONMENT**

The review of the State's waste strategy document is governed by the Waste Avoidance and Resource Recovery Act 2007 and has been undertaken in compliance with the Act.

**POLICY IMPLICATIONS**

The proposed response to the Waste Authority is consistent with existing MRC policy and strategic direction.

**FINANCIAL IMPLICATIONS**

Nil.

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### STRATEGIC IMPLICATIONS

The proposed responses to the Waste Authority are consistent with the MRC's vision of *Winning Back Waste*. The MRC's strategic direction is closely aligned with the objectives being outlined in the *Waste Strategy 2030* draft.

The changes being proposed will however have a significant impact of the MRC's member councils – in particular their collection systems – and as a consequence, the composition and volume of waste being directed to the MRC.

This will likely in turn have a material impact on the MRC's existing contractual arrangements with the Resource Recovery Facility in Neerabup.

The *Waste Strategy 2030* draft is also silent on how the proposed changes to waste management are likely to impact on processing fees, and ultimately, the rates payable by individual rate payers for their waste services.

### VOTING REQUIREMENT

Simple Majority

### ADDITIONAL COMMENTS

The MRC views the draft *Waste Strategy 2030* as an improvement on previous waste strategy documents and supports the overall direction being outlined. The success and effectiveness of the strategy will depend significantly on the quality of the action plans that are put in place to deliver on the various strategies outlined in the draft.

Further information on key drivers of behaviour, such as the landfill levy, needs to be clearly outlined in the strategy in order for waste managers and markets to be able to make informed decisions with respect to new ventures and investment in waste infrastructure.

The ability of the sector to achieve the targets outlined in the document in a sustainable manner will hinge on the development of viable, stable markets for the various product streams being recovered. The State Government needs to take a leading role in helping identify and foster these markets until they reach a self-sustaining level of maturity.

### RESPONSIBLE OFFICER RECOMMENDATION

That Council:

- i) Endorses the MRC's proposed responses and variations to the Waste Authority's draft *Waste Strategy 2030* document contained in the detail of this report and;
- ii) authorises the CEO to write to the Waste Authority to communicate the MRC's position as endorsed in point i).

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Cr Nelson moved an alternative motion, seconded Cr Cole

That Council:

- i) Endorses the MRC's proposed responses and variations to the Waste Authority's draft *Waste Strategy 2030 document* contained in the detail of this report with the addition of a variation addressing HHW as focus material, and;
- ii) authorises the CEO to write to the Waste Authority to communicate the MRC's position as endorsed in point i).

**RESOLVED**

That the alternative motion be adopted

(CARRIED UNANIMOUSLY 10/0)



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9.6 CAPITAL EXPENDITURE REALLOCATIONS	
File No:	FIN/153
Appendix(s):	Nil
Date:	9 October 2018
Responsible Officer:	Director of Corporate Services

#### SUMMARY

The purpose of this report is to present certain capital expenditure reallocations in the 2018/19 budget to Council for approval. These reallocations do not affect the overall capital expenditure total and do not affect the members' gate fee.

#### BACKGROUND

When the 2018/19 budget was prepared in early 2018, a combination of current market data, historical market data and modelling forecasts were used to determine the estimated capital costs of various pieces of plant.

A subsequent round of market testing conducted in September 2018 has firmed up pricing for the plant and highlighted where reallocations of expenditure are required.

#### DETAIL

Ahead of commencing procurement activities for the plant budgeted for in the 2018/19 budget, the Mindarie Regional Council (MRC) has undertaken a review of indicative market prices for the various items of large plant due to be replaced in the year.

The pricing obtained is indicative only at this stage and will be confirmed through a formal procurement process in line with MRC Council Policy CP06 *Purchase of Good and Services* in due course.

The Table A below reflects the originally budgeted amount for each item, the updated indicative pricing and the net change across the assets.

**TABLE A**

Plant details	2018/19 Budget	2018/19 Updated budget	Net Saving
Bomag Compactor	1,700,000	1,350,000	(350,000)
Sumitomo Excavator	350,000	330,000	(20,000)
Komatsu Loader	385,000	500,000	115,000
Komatsu Loader	385,000	580,000	195,000
Dump Truck	415,000	440,000	25,000
<b>TOTAL</b>	<b>3,235,000</b>	<b>3,098,000</b>	<b>(35,000)</b>

As per the table above, it is expected that the MRC will be able to procure the required plant within the originally anticipated capital expenditure budget, and as a result the proposed reallocation of capital expenditure will not impact the members' gate fee.

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#### **CONSULTATION**

The MRC has undertaken a market testing exercise with various suppliers to update its estimates of expected capital expenditure.

#### **STATUTORY ENVIRONMENT**

Original budget approval is made in accordance with section 6.2 of the Local Government Act 1995 (as amended).

Modifications to the budget is done in compliance with section 33A of the Local Government (Financial Management) Regulations 1996.

#### **POLICY IMPLICATIONS**

The proposed budget reallocations are consistent with existing MRC policy.

#### **FINANCIAL IMPLICATIONS**

The changes proposed will be accommodated within the originally budgeted total capital expenditure for the 2018/19 financial year, and within the originally budgeted members' gate fee for the 2018/19 financial year.

The proposed reallocations will be included in the mid-year budget review.

#### **STRATEGIC IMPLICATIONS**

The Budget for 2018/19 has been derived from the MRC's Strategic Community Plan, the Corporate Business Plan, the Asset Management Plan, the Workforce Plan and the 20-year Financial Plan and is consistent with these documents, in compliance with section 6.2(2) of the Local Government Act 1995 (as amended).

In developing the 2018/19 budget, the funding required for the activities outlined in the Corporate Business Plan have been taken into account.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **ADDITIONAL COMMENTS**

Nil

#### **RESPONSIBLE OFFICER RECOMMENDATION**

That Council:

Approve the proposed reallocation of budgeted capital expenditures between budgeted items of plant as proposed in Table A of this report, which will be reflected in the mid-year budget review.

*(Absolute Majority Required)*

Moved Cr Proud, seconded Cr Cvitan

That the Recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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**10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 44**

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Members Information Bulletin Issue No. 44 be received.

Moved by Cr Vernon, seconded by Cr Fishwick  
That the recommendation be adopted  
(CARRIED UNANIMOUSLY 10/0)

**11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12 URGENT BUSINESS**

Nil

**13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

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The Chairperson requested that in accordance with clause 7.9 of the *Mindarie Regional Council Standing Orders Local Law 2010* and s5.23(2) of the *Local Government Act 1995*, Council proceed to meet "behind closed doors" to allow the Council to consider items 14.1 to 14.6 as the items are of a confidential nature.

**Cr Boothman moved, Cr Proud seconded**

**RESOLVED**

**To close the meeting to the public**

(CARRIED UNANIMOUSLY 10/0)

Chairman announced that there are no limitations on the number of speeches made in accordance with clause 7.9 (4) of the *Mindarie Regional Council Standing Orders Local Law 2010* during the closed door meeting.

The Chairman directed Members of the Gallery to vacate the Council Chambers. Members of the Gallery vacated the Council Chambers and doors closed at 6.17 pm.

*Note: The Acting Chief Executive Officer has not released Reports for items 14.1 to 14.6 for Public information as the reports may result in a contract being entered into.*

#### 14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

##### 14.1 ENERGY FROM WASTE SHORT TERM CONTRACT

File No:	WST/209-02
Attachments(s):	
Date:	09 October 2018
Responsible Officer:	Chief Executive Officer

#### RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the CEO's proposed course of action to not progress formal discussions with the Phoenix Group as originally contemplated by Council's 14 April 2016 resolution.

Moved Cr Proud, seconded Cr Guilfoyle

**RESOLVED**

**That the Recommendation be adopted**

(CARRIED 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

#### 14.2 WMRC WASTE PROPOSAL

File No:	WST/101-03
Attachments(s):	Item 14.2 - Attachment 1
Date:	10 October 2018
Responsible Officer:	Chief Executive Officer

#### RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Approves for the CEO to pursue commercial discussions with the Western Metropolitan Regional Council on behalf of the member councils wishing to make use of the proposed service offering.  
*(Simple Majority Required)*
2. Approves for the CEO to enter into negotiations with the Western Metropolitan Regional Council for the supply of waste up to 30 June 2019 at the rates outlined in the details section of the report, the impact of which will be accommodated in the mid-year budget review.  
*(Absolute Majority Required)*

Cr Vernon moved an alternative motion, seconded Cr Cvitan

1. Approves for the CEO to pursue commercial discussions with the Western Metropolitan Regional Council on behalf of the member councils wishing to make use of the proposed service offering.  
*(Simple Majority Required)*
2. Approves for the CEO to enter into negotiations with the Western Metropolitan Regional Council for the supply of waste (up to a maximum of 20,000 tonnes) up to 30 June 2019 at the rates outlined in the details section of the report, the impact of which will be accommodated in the mid-year budget review.  
*(Absolute Majority Required)*

Cr Nelson requested that the motions be considered separately

#### RESOLVED

Motion 1:

That the recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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**RESOLVED**

**Motion 2:**

**That the recommendation be adopted**

**(CARRIED 9/1)**

*For: Boothman, Norman, Fishwick, Cole, Proud, Guilfoyle, Lumsden, Cvitan, Vernon*

*Against: Nelson*



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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

**14.3 TENDER FOR PROVISION OF LANDFILL LEACHATE TREATMENT TECHNOLOGY AND SERVICE**

**File No:** ENV/47-01

**Attachments(s):**

**Date:** 11 October 2018

**Responsible Officer:** Chief Executive Officer

**RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

1. Resolve not to award the tender RFT13/139 to any of the tenders; and
2. Authorise the Chief Executive Officer to write to all the tenderers advising them of Council's decision not to award the tender.

Moved Cr Fishwick, Cr Cvitan

**RESOLVED**

**That the recommendation be adopted.**

(CARRIED 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.4 RRF FOGO TRIAL	
File No:	COR/48-07
Attachments(s):	Item 14.4 - ATTACHMENT 1
Date:	11 October 2018
Responsible Officer:	Chief Executive Officer

#### RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approves for the MRC to proceed with the proposed FOGO trial at the RRF at an estimated cost of \$300,000, which will be funded in the mid-year budget review.

*(Absolute Majority Required)*

Cr Norman moved an alternative motion, seconded Cr Proud

#### RESOLVED

That Council:

Approves for the MRC to proceed with the proposed FOGO trial at the RRF at an estimated cost of \$300,000, which will be funded in the mid-year budget review, and for the CEO to provide a report to Council on the results of the trial.

(CARRIED UNANIMOUSLY 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

**14.5 FINANCIAL MODELLING FOR MRC STRATEGIC DIRECTIONS**

File No:	FIN/153
Attachments(s):	
Date:	11 October 2018
Responsible Officer:	Chief Executive Officer

**RESPONSIBLE OFFICER RECOMMENDATION**

That Council:

Approve the engagement of Deloitte to undertake the required strategic financial modelling at an estimated cost of \$100,000, which will be funded through the mid-year budget review.

*(Absolute Majority Required)*

Moved Cr Lumsden, seconded Cr Cole

**RESOLVED**

That the recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

#### 14.6 RRFA DEED OF VARIATION

File No:	WST/147-07
Attachments(s):	
Date:	10 October 2018
Responsible Officer:	Chief Executive Officer

#### RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Subject to the requisite approvals being obtained from Australia and New Zealand Banking Group Limited;

- i) authorises the CEO to accept the proposed temporary suspension of the Waste Diversion and Compost Quality KPIs under the Resource Recovery Facility Agreement from 1 January 2019 to 28 February 2019, and the consequential adjustments to the gate fee for that period if required, as requested by Biovision 2020 Pty Ltd in their letter dated 11 October 2018; and
- ii) resolves that the Mindarie Regional Council will work co-operatively and in good faith with Biovision 2020 Pty Ltd after 28 February 2019 to agree any required changes under clause 15.2(c) of the Resource Recovery Facility Agreement once the full change, if any, arising from the change in waste composition due to the implementation of a three bin system has been assessed.

Cr Boothman moved, Cr Lumsden seconded

**RESOLVED**

That the recommendation be adopted

(CARRIED 10/0)

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**Moved Cr Boothman, seconded Cr Proud**

**RESOLVED**

To reopen the doors to the public.

(CARRIED 10/0)

Doors were reopened to the public at 6.54 pm and people from the gallery returned to their seats.

The Chair declared the meeting re-open. The Chair read out the resolutions for items 14.1 to 14.6.

#### **15 NEXT MEETING**

Next meeting to be held on Thursday 6 December 2018 in the Council Chambers at Town of Cambridge commencing at 6.00 pm.

#### **16 CLOSURE**

The Chairman closed the meeting at 7.00 pm and thanked the Town of Victoria Park for their hospitality and use of their meeting facilities.

These Minutes were confirmed by Council as a true and accurate record of the Ordinary Meeting of the Council held on 25 October 2018.

Signed..... Chairman

Dated this ..... day of .....2018

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## CITY OF VINCENT

## BUSINESS ADVISORY GROUP MEETING

Thursday 8 November 2018 at 4PM

Venue: City of Vincent – Function Room

## MINUTES

**1. Welcome/Declaration of Opening**

The Chair opened the meeting at 4:10pm.

**2. Apologies**

Confirmed Attendees:

Cr Topelberg ( <i>Chair</i> )	✖	Sophie Brinklow	✖
Cr Murphy ( <i>A/Chair</i> )	✓	Adrian Tatasciore	✖
Cr Fotakis	✓	Ida Smithwick	✓
Trent Durward	✓	Kate McKie	✖
Pippa McIntosh	✖	Andrew Ryan	✖
Nicholas Bond	✓	Joshua O'Keefe	✓
Johnny Doan	✓	David MacLennan	✓
Marilyn Watts	✓	Stephanie Smith	✓
Jordan Korovesi	✓	Alice Harford	✖
Luke Gibson	✓	Tahnee Bunting	✓
Georgia Lawrence	✓	Rana Murad	✖

**3. Confirmation of Previous Minutes**

The Minutes of the previous meeting were confirmed.

**4. Business Engagement Program****4.1 Website Update**

Stephanie Smith provided an update on business section of the City's website. The Business Advisory Group supported the website layout with some suggested modifications including:

- Adding pictures and graphics;
- Adding links to Town Team websites, encouraging businesses to make contact;
- Adding contact details for Place Managers and key Town Team members as a one-stop contact;
- Adding link to Intramaps.



**4.2 Curtin Ignition Update**

Stephanie Smith provided an update on Curtin Ignition program. City will organise for the successful candidate to present on her experience at the next BAG meeting.

**4.3 Small Business Friendly Local Governments (SBFLG)**

Jordan Koroveshi presented the SBFLG initiative. The Business Advisory Group was strongly supportive of the City signing up to the initiative and also interested in unique/bespoke advice or seminars that the Small Business Development Corporation could hold with City of Vincent. City will present the initiative to Council for adoption and will contact the Corporation to see if bespoke advice/seminars are possible.

**4.4 BAG Priorities**

Stephanie Smith presented the final Business Advisory Group priorities that were adopted by Council and advised that they would inform the review of the Economic Development Strategy.

**5. Economic Development Strategy Update and Feedback****5.1 Draft survey for businesses and residents**

Jordan Koroveshi presented the current status of the Economic Development Strategy and requested feedback on the draft survey for businesses. The Business Advisory Group had some comments about particular questions and wanted to ensure the surveys were going to be engaging and easy for businesses to complete. City will action recommended modifications to survey, seek consultant feedback, then engage with businesses.

**6. General Business**

Discussion of tenancy mix in town centres. No action required.

**7. Confirm Meeting Schedule**

Next meeting to be scheduled as required, most likely around February 2019.

**8. Close**

The Chair closed the meeting at 5:00pm.

These Minutes were confirmed as a true and correct record of the meeting of the Business Advisory Group held on 8 November 2018.

Signed: .....

Dated: .....

# INFORMATION BULLETIN



CITY OF VINCENT

<b>TITLE:</b>	<b>Parking Infringement Write-Offs Under Delegated Authority – 1 July 2017 to June 2018</b>
<b>DIRECTORATE:</b>	<b>Community Engagement</b>

## PURPOSE:

To report parking infringement write-offs under delegated authority for the period 1 July 2017 to 30 June 2018.

## DETAILS:

The *Local Government Act* 1995 allows Council to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in section 5.43. The City's Delegated Authority Register 2018/19 allows the Chief Executive Officer to sub-delegate the power to waive fees or write-off debts relating to infringements to the Director Community Engagement and Manager Community Safety up to the amount of \$250.

Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices provides a transparent and accountable process for the handling and determination of any request for review/appeal of parking infringement notices, and is the basis upon which the Director Community Engagement and Manager Community Safety may seek to withdraw or reduce a penalty.

During the period 1 July 2017 to 30 June 2018 the following parking infringements were withdrawn:

Reason for Withdrawal		1 July 2017 – 30 June 2018	
		Number	Amount
(1)	Ranger/Administrative Adjustment	675	\$60,755
(2)	Other (Financial Hardship, Disability, Police On-duty, etc.)	181	\$20,190
(3)	Ticket Purchased but not Displayed (Valid Ticket Produced)	312	\$21,915
(4)	Breakdown/Stolen (Proof Produced)	34	\$4,045
(5)	Details Unknown/Vehicle Mismatched	402	\$36,630
(6)	Interstate or Overseas Driver	0	0
(7)	Signage Incorrect or Insufficient	43	\$4,600
(8)	Equipment Faulty (Confirmed by Technicians)	55	\$4,005
(9)	Resident or Visitor Permit issued but not Displayed (Valid permit Produced)	400	\$32,615
<b>TOTAL</b>		<b>2,102</b>	<b>\$184,755</b>

Table 1 – Parking Infringement Write-Offs 1 July 2017 to 30 June 2018

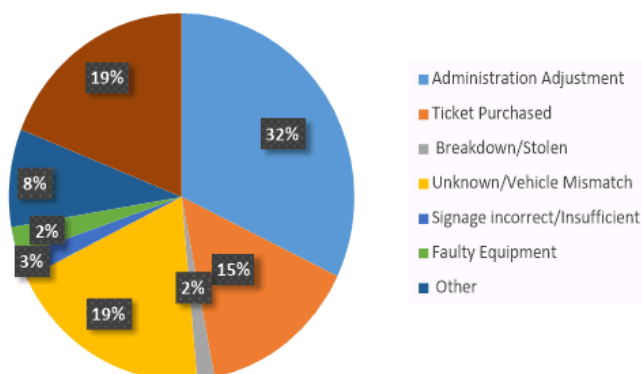


Figure 1 – Parking Infringement Write-Offs 1 July 2017 to 30 June 2018

The specific reasons for withdrawing and subsequently writing-off parking infringements are explained below:

- (1) Withdrawal of an infringement notice where an incorrect clause, street, date or time has been entered or where there has been an error with entered information. Notably, of the 675 withdrawn for this reason the Ranger identified the problem on 155 occasions and immediately re-issued a corrected notice.
- (2) Withdrawal of an infringement notice on compassionate grounds, where there are extenuating circumstances and/or where the driver was unable to comply with restrictions for a valid reason.
- (3) Withdrawal of an infringement where a driver purchased a ticket but failed to display it and can provide evidence that a valid ticket was indeed purchased. Quite often tickets are inadvertently blown off the dash, displayed upside down or the driver took it with them. While the relevant offence is *“Failure to display a valid ticket”* it is unlikely that a Magistrate would find in favour of the City should the matter be pursued;
- (4) Withdrawal of an infringement due to vehicle breakdown where documentary proof in the form of a towage receipt or mechanical repair receipt is provided. On occasion, stolen vehicles are issued with an infringement and this is withdrawn following confirmation with WA Police that the vehicle has been reported stolen.
- (5) Withdrawal of an infringement where a vehicle has been unregistered and it is not possible to match the vehicle with an owner following correspondence with the Department of Transport. On occasion, the make or type of vehicle shown on the infringement notice does not match that supplied by the Department of Transport and therefore it is not possible to prove the offence in Court.
- (6) Withdrawal of an infringement notice where the driver of a vehicle is identified as being from another State or another Country, and pursuing the matter further is impractical. Correspondence is sent to the address provided in the first instance but withdrawn when it remains unpaid.
- (7) Withdrawal of an infringement where a driver lodges an appeal due to inadequate or damaged signage, and following a site inspection it is identified that signage is not adequate.
- (8) Withdrawal of an infringement due to a ticket machine fault where that fault is confirmed by a Technician Report.
- (9) Withdrawal of an infringement where a resident/visitor parking did not display an appropriate permit where it is a first offence and/or where proof of residency can be provided.

**CONSULTATION/ADVERTISING**

Nil.

**LEGAL/POLICY:**

Section 5.42 of the *Local Government Act 1995* gives power to a Council to delegate to the Chief Executive Officer the exercise of its powers and functions; prescribes those functions and powers which cannot be delegated; allows for a Chief Executive Officer to further delegate to an employee of the City; and states that the Chief Executive Officer is to keep a register of delegations. The delegations are to be reviewed at least once each financial year by Council and the Officer/s exercising a delegated power are to keep appropriate records.

Delegation No. 1.15 'Waive Fees, Grant Concessions or Write Off Debts' within the City's 2018/19 Delegation Register notes that a local government may waive or grant concessions in relation to any amount of money or write off any amount of money that is owed to the local government.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Parking infringements are withdrawn in accordance with the City's 2018/19 Delegation Register and through implementation of Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices.

**STRATEGIC IMPLICATIONS:**

Effective implementation of Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices and the periodic reporting of parking infringements withdrawals aligns the following themes and outcomes within the City's *Strategic Community Plan 2018 – 2028*:

Theme	<i>Innovative and Accountable</i>
Outcome	<i>We are open and accountable to an engaged community</i>
Theme	<i>Thriving Places</i>
Outcome	<i>Our town centres and gathering places are safe, easy to use and attractive places where pedestrians have priority</i>

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

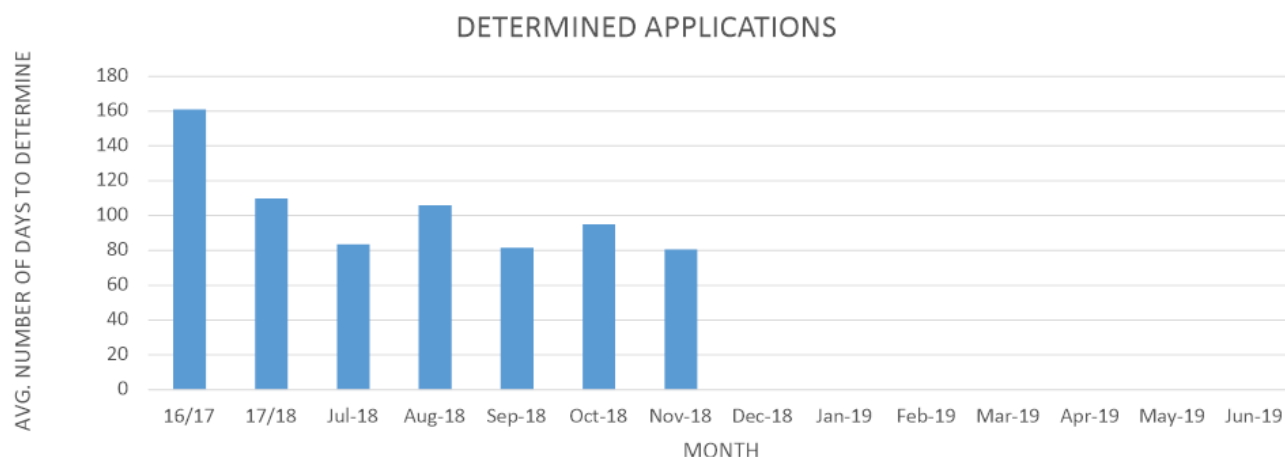
The \$184,755 write-off amount for the period 1 July 2017 to 30 June 2018 compares to a \$149,080 write-off amount for the previous period 1 July 2016 to 30 June 2017. The 2,102 parking infringement write-offs during the twelve-month period equates to 7.7% of all infringements issued compared to 7.4% during the previous twelve-month period. Overall, throughout the 2017/18 financial year the City issued \$2,375,260 worth of parking infringements.

**COMMENTS:**

Enforcement of the City's Parking and Parking Facilities Local Law ensures the availability of parking options within Town Centres and other popular locations and protects amenity for local residents. Adherence to the provisions of this Local Law and Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices ensures the effectiveness of parking enforcement and minimises the withdrawal of parking infringements.

Administration takes a pragmatic approach with all parking infringement appeals which are considered on their merits. Both common sense and reasonableness are applied where relevant. The extent of parking infringement withdrawals has remained relatively consistent over the last two financial years.

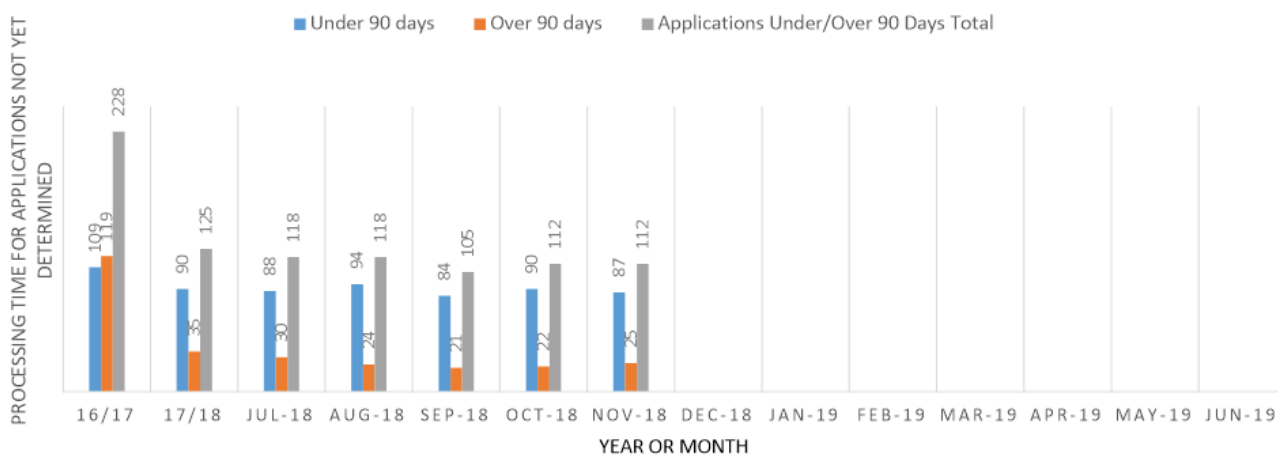
## Statistics for Development Applications As at the end of November 2018



**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2018.

Processing Days	16/17	17/18	Jul-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Minimum	7	17	1	3	5	5	0							
Average	161	110	83.5	106	81.6	95	80.6							
Maximum	924	647	386	787	494	505	407							
DA's Determined			60	46	46	41	50							
Value of Determined DA's (in millions)			-	\$24.41	\$9.67	\$17.5	\$15.2							

## DEVELOPMENT APPLICATIONS YET TO BE DETERMINED



**Table 2:** No. of DA's to be determined.

	Jul-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
DA's to be Determined	118	118	105	112	112							
Value of DA's to be Determined (in millions)	-	\$69.95	\$80.55	\$79.13	\$62.89							

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 5 DECEMBER 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 17 Harwood Place, West Perth (DR 396 of 2017)	11 December 2017	Moharich and More on behalf of Boldform Pty Ltd	<p>Review in relation to a condition of approval limiting the minimum night stay and various conditions of the amended approval granted by Council 24 July 2018.</p> <p>*****</p> <p>The subject of this review is a decision made by Council at its meeting of 14 November 2017 to approve the amendment of conditions for development approval 5.2015.568.1 granted on 3 May 2016 (Original Approval) for a Change of Use from Multiple Dwellings to Serviced Apartments at Nos. 1-16/17 Harwood Place, West Perth. The review relates to Condition 5 which limits the minimum stay to three nights. The applicant seeks to amend this condition to allow a minimum two night stay in lieu of a three night stay. Following mediation, the applicant provide additional information and sought to a minimum one night stay. The SAT invited the City to consider this additional information and reconsider its decision through Section 31 of the SAT Act at its 4 April 2018 Ordinary Meeting. Prior to 4 April 2018 the applicant sought to amend their application for review to include other conditions not previously discussed. The SAT has amended their orders and removed the invitation for the City to reconsider its decision at this stage. On 23 May 2018, staff attended mediation and agreed to consider a request for amendment to the conditions of approval through a revised management plan. The applicant submitted additional information to the City and the matter was presented to the Ordinary Meeting of Council on 24 July 2018. At that meeting, Council resolved to grant approval subject to additional conditions. The matter was scheduled for a hearing on the 5 and 6 December 2018 however, the parties reached a settlement agreement with amended conditions being endorsed by Council at a Special Council Meeting on Monday 3 December 2018. The settlement has been submitted to the SAT with request that the hearing be adjourned. The SAT is yet to issue final orders advising the matter has been closed.</p> <p><i>Representation by: Castledine Gregory Solicitors</i></p>
2.	Nos. 120-122 Richmond Street, Leederville (CC 49 of 2018)	15 January 2017	Dorn	<p>Review in relation to a Building Order to remove unauthorised buildings and structures associated with single house.</p> <p>*****</p> <p>The subject of this review is a Building Order issued by the City for the removal of unauthorised buildings and structures primarily comprised of outbuildings covering an aggregate area of approximately 540 square metres across both Nos. 120 and 122 Richmond Street. This order only relates to No. 22 Richmond Street. An appeal was lodged with the SAT on 11 January 2018. Mediation held on site on 7 February 2018. A further Mediation was held on 22 February 2018. Following discussions between the applicant and the SAT, it was agreed to adjourn the mediation to a further mediation conference to be held on 12 April 2018. The applicant was granted a four week extension to remove the structures from the property and any further action was</p>



**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 5 DECEMBER 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
				<p>pending the applicant's progress during that period. Mediation Conferences held on 27 April 2018, 11 May 2018 and 23 May 2018 – further adjourned until 26 July 2018. As part of this and following a review of the applicant's progress in removing unauthorised structures on the sites, on 23 May 2018 the applicant was granted an eight week extension to remove the structures from the property and any further action is pending the applicant's progress during that period. Due to a lack of satisfactory progress to remove the structures, on 26 July 2018, the matter was adjourned for a further directions hearing to be held on 6 August 2018, where the matter was set for final hearing on 13 November 2018. At the Hearing on 13 November 2018, the appellant advised of his intention to lodge applications for Development Approval for the existing unauthorised structures, although this has not yet occurred. The trial date was vacated and the matter was listed for a new Directions Hearing on 12 February 2019.</p> <p><i>Representation by: Kott Gunning Lawyers</i></p>
3.	No. 14 Florence Street, West Perth (DR 73 of 2018)	28 March 2018	Megara on behalf of Charber Pty Ltd	<p>Application for a review of the decision of the Metro West Joint Development Assessment Panel to refuse the application on 8 March 2018.</p> <p>*****</p> <p>The City attended a mediation session on 8 May 2018. The Mediation was adjourned to a further mediation session on 5 June 2018 to enable the applicant to confer with their legal representatives. Following mediation the matter was adjourned for a further directions hearing on 27 July 2018. The directions hearing scheduled 27 July 2018 was adjourned for a further directions hearing scheduled 10 August 2018. A further directions hearing was scheduled for 16 November 2018 to allow the applicant to liaise with DoPLH regarding a subdivision proposal however, appeal has been withdrawn without being determined. <b>Completed.</b></p> <p><i>Representation by: JDAP representation</i></p>
4.	No. 7 Chelmsford Road, Mount Lawley (DR 88 of 2018)	13 April 2018	Macri	<p>Application for review of Council's decision to refuse the application on 6 March 2018.</p> <p>*****</p> <p>On 1 June 2018, Staff participated in a telephone Directions Hearing and consented to the request to proceed to mediation. An on-site mediation session occurred on 19 June 2018 where the matter was adjourned to a directions hearing on 29 June 2018, where the SAT directed the City and applicant to each prepare a Statement of Issues, Facts and Contentions, so as to enable the matter to proceed to a final hearing on 17 October 2018. The hearing scheduled for the 17 October 2018 has been postponed until 20 December 2018 to allow the applicant to engage a planning expert.</p> <p><i>Representation by: Altus Planning</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 5 DECEMBER 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	No. 47 Jugan Street, Mount Hawthorn (DR 207 of 2018)	23 August 2018	Carlo Famiano on behalf of New Country Development Pty Ltd	<p>Application for review of Council's decision to refuse the application for Five Grouped Dwellings on 24 July 2018.</p> <p>*****</p> <p>The City attended mediation on 5 October 2018 where the SAT directed Council to reconsider the application at its 11 December 2018 Council Meeting.</p> <p><i>Representation by: City of Vincent Administration</i></p>
6.	No. 266 Lord Street, Perth (DR 215 of 2018)	29 August 2018	Urbanista Town Planning	<p>Application for review of Council's decision to refuse the application for two car stackers on 21 August 2018.</p> <p>*****</p> <p>The City attended a directions hearing on 28 September 2018 where the SAT referred the matter to mediation. The City attended a mediation 18 October 2018 where the SAT directed Council to reconsider the application on or before 22 February 2019. The SAT subsequently issued amended plans advising the applicant has until 14 December 2018 to submit amended plans and Council will have until 26 March 2019 to reconsider the application.</p> <p><i>Representation by: City of Vincent Administration</i></p>
7.	No. 6 Burt Street, Mount Lawley (DR 223 of 2018)	5 September 2018	Angela Cardaci and Franceso Cardaci	<p>Application for review of the MWJDAP's decision to refuse the application for two multiple dwellings and 10 serviced apartments on 30 August 2018.</p> <p>*****</p> <p>The City attended a mediation 15 October 2018 where the SAT directed the DAP to reconsider the application on or before 7 December 2018. On 3 December 2018, the matter was considered by the JDAP, which resolved to approve the application. The City is awaiting orders from the SAT to advise whether the matter has been withdrawn by the applicant.</p> <p><i>Representation by: JDAP representation</i></p>
8.	No. 48 Egina Street, Mount Hawthorn (DR 274 of 2018)	26 October 2018	Urbanista	<p>Application for review of Council's decision to refuse the application for two grouped dwellings on 16 October 2018.</p> <p>*****</p> <p>The matter is scheduled for an on-site mediation at 9.30am on 14 December 2018.</p> <p><i>Representation by: City of Vincent Administration</i></p>
9.	No. 8 Moir Street, Perth (DR 281 of 2018)	9 November 2018	Kogon	<p>Application for review of Council's decision to refuse the application for short term dwelling on 16 October 2018.</p> <p>*****</p> <p>A Directions Hearing was held on 30 November 2018. SAT issued orders advising the applicant to provide amended plans and a management plan by the 31 January 2019 to enable Council to reconsider the application on or before 2 April 2019.</p> <p><i>Representation by: City of Vincent Administration</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 5 DECEMBER 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
10.	No. 3 Bulwer Avenue, Perth (DR 304 of 2018)	30 November 2018	Justin Mortley	Application for review of Council decision to refuse the application for Alterations and Additions to Single House (unauthorised existing development) on 18 September 2018. ***** Matter is scheduled for a directions hearing 14 December 2018. <i>Representation by: City of Vincent Administration</i>
11.	Nos. 308 – 310 Oxford Street, Leederville	29 November 2018	Urbanista Town Planning	Application for review of JDAP decision to refuse the application for mixed use development on 29 November 2018. ***** Awaiting SAT Orders. <i>Representation by: JDAP</i>
12.	No. 125 Richmond Street, Leederville	4 December 2018	Network PPD	Application for review of JDAP decision to refuse the application for an amendment to the existing approval for Multiple Dwellings on 13 October 2018. ***** Awaiting SAT Orders. <i>Representation by: JDAP</i>

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 21 NOVEMBER 2018**

No.	ADDRESS AND DA SERIAL NO.	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 247 Stirling Street, Perth	<b>Applicant:</b> Urbanism	Form 2 – Multiple dwellings – extension of the term to commence development approval	3 July 2018	29 November 2018	Not yet determined.
2.	Nos. 139 – 141 Lake Street, Perth	<b>Applicant:</b> Adriano Pivali	Mixed Use Development, incorporating 22 multiple dwellings	11 July 2018	3 December 2018	Not yet determined.
3.	Nos. 308 – 310 Oxford Street, Leederville	<b>Applicant:</b> Urbanista Town Planning	Mixed Use Development, incorporating 22 multiple dwellings	8 August 2018	29 November 2018	Not yet determined.
4.	No. 81 Angove Street, North Perth	<b>Applicant:</b> Tom Godden Architects	Form 2 – Alterations and additions to Child Care Centre (existing unauthorised development)	12 September 2018	14 November 2018	The application was approved 14 November 2018 consistent with the officer recommendation.  The minutes are available <a href="#">here</a> .
5.	No. 636 Newcastle Street, Leederville	<b>Applicant:</b> Megara Developments	Mixed Use Development, incorporating 32 multiple dwellings	14 September 2018	To be confirmed	Not yet determined.
6.	No. 338 Bulwer Street, West Perth	<b>Applicant:</b> Planning Solutions	Form 2 – Mixed Use extension of time	8 October 2018	3 December 2018	Not yet determined.
7.	No. 394-398 Newcastle Street, West Perth	<b>Applicant:</b> Urbanista	Form 1 – Mixed use development	23 October 2018	To be confirmed	Not yet determined.
8.	No. 187 Loftus Street, Leederville	<b>Applicant:</b> Allerding and associates	Form 1 – Multiple Dwellings	1 November 2018	To be confirmed	Not yet determined.
9.	No. 6 Burt Street, Mount Lawley	<b>Applicant:</b> Cardaci Family c/- JCM and Moharich and more	S.31 Reconsideration - Mixed Use Development Comprising Two Multiple Dwellings, Ten Serviced Apartments and Change of Use from Shop to Restaurant/Café	15 October 2018 (Request for reconsideration)	3 December 2018	Not yet determined.

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)  
REGISTER OF APPLICATIONS CONSIDERED BY DRP  
AS AT 21 NOVEMBER 2018**

No.	ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
1.	No. 24 Ellesmere Street, North Perth	Sovereign Building	Four Multiple Dwellings	14/11/18	For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 22 August 2018. DA lodged.
2.	No. 441 William Street and No. 6 Brisbane Place, Perth	Architectural Online	Mixed Use Development (Office, Restaurant/Café and Hotel)	14/11/18	For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 7 March 2018. DA lodged.

**INFORMATION BULLETIN****CITY OF VINCENT****REGISTER OF PETITIONS - PROGRESS REPORT – DECEMBER 2018****Directorate:** Chief Executive Officer**Details:**

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

**Key Index:**

CEO:	Chief Executive Officer
DCE	Director Community Engagement
DCorpS:	Director Corporate Services
DDS:	Director Development Services
DE:	Director Engineering

**NO OUTSTANDING PETITIONS AS AT 1 DECEMBER 2018**





## INFORMATION BULLETIN



CITY OF VINCENT

### REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – DECEMBER 2018

**Directorate:** Chief Executive Officer

**Details:**

A status report is submitted to Council as an Information Bulletin item on a monthly basis.  
The following Notices of Motion still require action or are in the process of being actioned.

**Key Index:**

CEO: Chief Executive Officer  
DCE: Director Community Engagement  
DCorpS: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Details	Action Officer	Comment
<b>13 November 2018 – Submitted by Cr Topelberg</b>		
Policy No. 3.8.12 – Mobile Food Vendor, by 30 April 2019	DDS	Administration will advise all vendors that Area 1 within Hyde Park has been removed from the Policy. Administration will commence a review of the Policy in accordance with the Council resolution.
<b>21 August 2018 – Submitted by Cr Loden</b>		
Transparency of rates spend in the Budget	DCorpS	This will be done as part of the upcoming 2019/2020 Budget Workshops, as per the recommendation.
<b>24 July 2018 – Submitted by Mayor Cole</b>		
Request to Investigate Options to Reinstate the Requirement to Obtain Development Approval for Demolition, by November 2018	DDS	<b>Completed.</b> Administration presented the results of the investigation to a Council Workshop on 23 October 2018.
<b>4 April 2018 – Submitted by Cr Loden</b>		
Action on Climate Change	DDS	Administration will present the draft Sustainable Environment Strategy to Council for advertising by March 2019 to support decision making in the 2019/20 Budget and Corporate Business Plan. The draft Sustainable Environment Strategy will include the measures identified in Item 4 of Council's resolution. The recently-adopted Waste Strategy states that carbon emissions (which result from the management of waste) will be considered in the ongoing implementation of the strategy.
<b>22 August 2017 – Submitted by Cr Gontaszewski</b>		
Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated Facilities, by February 2019	DCE	Specific strategies endorsed at the Council Meeting held on 24 July 2018. To be reported back to Council in February 2019.
<b>27 October 2015 – Submitted by former Mayor Carey</b>		
Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016	DE/ DDS	Administration will communicate proposed amendments to the Property Local Law to elected members in advance of formally presenting the matter to Council in early 2019.



## INFORMATION BULLETIN



CITY OF VINCENT

### REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – DECEMBER 2018

**Directorate:** Chief Executive Officer

**Details:**

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

**Key Index:**

CEO: Chief Executive Officer  
DCE: Director Community Engagement  
DCorps: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Item	Report Details	Action Officer	Comments
<b>Council Meeting – 13 November 2018</b>			
11.1	Licence to Exipnos Pty Ltd for alfresco structure within road reserve – Units 3 & 4 177 Stirling Street, Perth - Brika Bar		Advise Brika Bar of decision. Property Leasing Officer to draft licence.
11.2	Statutory review of City of Vincent's wards and representation		Public Notice to be provided from 17 November 2018.
11.3	Variation of seasonal licences for Charles Veryard Reserve Pavilion (rubbish & recycling bin charges) and write-off of portion of fees		Licences to be amended and signed by the City. Reimbursement to be provided to Modernians Hockey Club.
12.1	Draft Banks Reserve Master Plan		The draft Banks Reserve Master Plan will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the City's Policy No. 4.1.5 – Community Consultation. Further report will be presented in December 2018.
12.2	Draft Public Open Space Strategy		The draft Public Open Space Strategy will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the Policy No 4.1.5 – Community Consultation. Further report will be presented in December 2018
12.3	Adoption of Policy No. 3.10.3 – Street Activation		Policy No. 3.10.3 – Street Activation was adopted and Policy No. 2.2.7 rescinded – Submitters will be advised of the decision
12.4	Tennis West Proposal for Robertson Park, Fitzgerald Street, Perth		Consultation is to be conducted throughout December 2018 and January 2019 and policy implemented. Report to be presented to Council in February 2019
<b>Council Meeting – 16 October 2018</b>			
9.1	No. 14 (Lot 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition and Alterations to Grouped Dwelling	DDS	Administration has contacted the applicant with a view to obtaining amended plans. The application will be presented to a future Council meeting for determination.
9.8	Integrated Transport Plan - Appointment of a Successful Tenderer	DDS	<b>Completed.</b> Administration has formally engaged the successful consultant and has notified the unsuccessful tenderers.
9.9	Relocation of the Leederville Town Centre Taxi Zone	DDS	Administration has arranged for new signage to be installed, will liaise with the manager of the Leederville Hotel in relation to the outdoor eating area adjacent to the Leederville Hotel and will notify submitters of Council's decision.
9.10	Amendment No. 2 to Local Planning Scheme No. 2	DDS	Administration has forwarded Amendment 2 to the Environmental Protection Authority and the Western Australian Planning Commission for approval. Administration has notified the affected land owners of Council's decision.

Item	Report Details	Action Officer	Comments
11.5	Variation of Leederville Tennis Club and North Perth Tennis Club leases to enable return of funds held in City's reserve accounts to clubs	DCorpS	Administration to organise for the funds to be transferred to the clubs. Variation of Leases drafted and sent to Clubs for review.
11.7	Reallocation of 2018/19 Budget Funds - Leederville Town Centre Shared Space	DCorpS	<b>Completed.</b> 30 October 2018
12.1	Management of Services at Weld Square for People Experiencing Homelessness	DCE	Approval granted at October meeting for Manna Inc. to continue the food service at Weld Square for a further 12 months. Further report to be presented to Council in 2019.  The City has joined the Homelessness Framework Committee (comprising the City of Perth and key service providers) to address key issues impacting Weld Square and surrounds. Further report to be presented in late 2018/2019 to confirm outcomes.
13.1	Adoption of the City of Vincent Strategic Community Plan 2018 – 2028	DCE	Administration will action six key priority areas which are Enhanced Environment, Accessible City, Connected Community, Thriving Places, Sensitive Design and Innovative & Accountable
<b>Council Meeting – 18 September 2018</b>			
9.6	Amendment 1 to Local Planning Policy No. 7.1.1 - Built Form	DDS	Administration has modified Clause C1.5.2 and C1.5.3 in accordance with Council's resolution. Administration has advertised the three policy amendments in accordance with Council's resolution and given notice of the proposed amendment to the Built Form Policy to the Western Australian Planning Commission. A report will be presented to Council in 2019 on the results of the consultation.
10.4	Response to Petition – Alma Road and Claverton Streets, North Perth	DE	Will progress with implementation and consultation. Once consultation is complete, a further report to Council will be prepared.
11.1	Transfer and dedication of lots as road - Intersection of Charles, Green and Walcott Streets, North Perth	DCorpS	Consultant engaged to manage district boundary realignment. Main Roads advised of Council's decision. Progressing transfer with Main Roads.
12.1	New Draft Policy No. 3.10.3	DCE	<b>Completed.</b> Policy No. 3.10.3 – Street Activation was adopted at Ordinary Meeting of Council 14 November 2018 and Policy No. 2.2.7 rescinded – Submitters will be advised of the decision and policy implemented.
<b>Council Meeting – 21 August 2018</b>			
10.2	Axford Park Upgrade - Concept Design & Implementation of Quick Win Works Items	DE	Administration will undertake the following notification of Council's decision. Quick Win progressing well.
10.3	LATE REPORT: Revised Engineering Policies Relating to Verge Treatments and Street Trees	DE	Submitters to be advised of Council's decision.
<b>Council Meeting – 24 July 2018</b>			
12.1	LATE REPORT: NOTICE OF MOTION - Cr Susan Gontaszewski – Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsgrounds and Associated Facilities	DCE	Administration has commenced implementation of the specific strategies. Update to be reported back to Council in February 2019.
<b>Council Meeting – 26 June 2018</b>			
9.7	North Perth Common – Concept Design	DDS	The saving of \$42,350 made from the design, documentation and project management phase of the North Perth Common project was carried forward and included in the 2018/19 budget for the construction phase of the project.  The detailed design and tender documentation for the project has now been completed and the tender for the construction has closed.
9.8	Business Advisory Group – Key Priorities	DDS	Administration will now use the Business Advisory Group's Key Priorities to inform the review of the City's Economic Development Strategy.

Item	Report Details	Action Officer	Comments
11.2	Acquisition of private rights of way as Crown Land and vesting in City – Right of Way between London and Dunedin Streets, Mount Hawthorn (Lot 60) and Colvin Lane, West Perth (Lot 67)	DCorpS	Request made to Minister.
12.1	Review of Community Engagement Policies	DCE	The new Street Activation Policy was adopted at the Council Meeting on 14 November 2018. The new Welcome to Country Policy Policy was adopted at the Council Meeting in September 2018
<b><u>Council Meeting – 29 May 2018</u></b>			
11.1	Leases to Department of Health to govern Department's current use of the Child Health Clinics within City of Vincent	DCorpS	Lease with Department for review. Signs acknowledging City's support to be installed.
18.1	CONFIDENTIAL ITEM: Licence to govern encroachment of drainage infrastructure from 152 Joel Terrace, Mount Lawley into Swan River Foreshore Reserve 43459	DCorpS	Owners obtaining approval from Department Biodiversity, Conservation and Attractions. City waiting on approval in order to sign licence
<b><u>Council Meeting – 4 April 2018</u></b>			
11.1	Lease of Leederville Oval by East Perth Football Club Inc & Subiaco Football Club Inc - Request for waiver and write-off of fees and variation of leases	DCorpS	Clubs working with the City's Community Engagement Directorate to resolve some leasing issues.
<b><u>Council Meeting – 6 March 2018</u></b>			
11.4	Draft Financial Reserves Policy	DCorpS	Administration to finalise Policy adoption process.
<b><u>Council Meeting – 14 November 2017</u></b>			
12.1	Loftus Community Centre – request for Waiver and Write-Off of Fees	DCE	New lease to be negotiated with Loftus Community Centre following the completion of the Leasing Management Framework in 2018/2019.
12.4	Floreat Athena Football Club – Litis Stadium Master Plan	DCE	Administration monitoring progress by Floreat Athena Football Club regarding the stats and conditions of Federal Government funding.
<b><u>Council Meeting – 17 October 2017</u></b>			
11.4	Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park)	DCorpS	City has signed leases. Waiting on signing by other Local Government Authorities.
<b><u>Council Meeting – 27 June 2017</u></b>			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	Administration has now completed the installation of the new parking restrictions including sending letters to affected landowners and businesses, installing parking signage and line marking. The enforcement caution period is now complete and the City's Rangers are issuing fines for any illegal parking. A consultant has undertaken a survey of parking in the Mount Hawthorn area and the results and recommendations will be conveyed to Council Members in 2018.
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	DDS	Administration has forwarded its submission to WALGA and is drafting letters to be sent to the Minister for Planning and Attorney General advising of the City's position.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	DCE	Administration continues to liaise with the Department of Planning, Lands and Heritage regarding exercising of the Norwood Community Garden (agreed in principle). Management of the remainder of the Lot to then be handed back to the Department.
12.3	Public Open Space Strategy	DCE	The draft Public Open Space Strategy will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the Policy No 4.1.5 – Community Consultation. Further report will be presented in December 2018.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 30 May 2017</u></b>			
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Water Corporation have advised there is only one project in their 2018/19 schedule in the City, this is Beaufort Street (Newcastle to Walcott). Details of the project are yet to be provided by Water Corp.
12.5	Perth Parking Levy	DCE	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy.
<b><u>Council Meeting – 7 March 2017</u></b>			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission on 10 March 2017. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DDS	The Health; Property; and Trading in Public Places Local Laws are being reviewed. Presentation to Council made at Council Workshop held on 20 November 2018.
<b><u>Council Meeting – 18 October 2016</u></b>			
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	DE	Twelve-month trial and traffic data collections now complete. Meeting with Main Roads WA (MRWA) and City of Stirling now to be arranged.
<b><u>Council Meeting – 23 August 2016</u></b>			
9.2.3	Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466)	DE	Further report presented to Council on 16 October 2018.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	<b>Completed.</b> 12 November 2018.
<b><u>Council Meeting – 28 June 2016</u></b>			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Final wording of lease being negotiated with Department.
<b><u>Council Meeting – 5 April 2016</u></b>			
9.1.6	Review of Licences for Outdoor Eating Areas and Display of Goods on Footpaths	DDS	Policies reviewed and revoked at 23 August 2016 OMC. Administration has prepared the new 'self-assessment' system for Trading in Public Places Local Law permits and this system went live on 22 February 2018. The outcomes and results of this system will inform future amendments to the Local Law, which was presented to the Council Workshop held on 20 November 2018. A further report will be presented to Council in early 2019.
<b><u>Council Meeting – 8 March 2016</u></b>			
9.3.5	Leederville Gardens Retirement Village Estate (SC313/SC308)	DCorpS	The City to write to Leederville Gardens and request they respond formally to this matter.
<b><u>Council Meeting – 27 October 2015</u></b>			
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sub-lease to Vincent Men's Shed (Inc.) (SC351/SC2087)	DCorpS	Negotiating terms with the City's Community Engagement Directorate. This is pending until completion of the draft Community Leasing Framework which is to be presented to a future Council Workshop.
<b><u>Council Meeting – 22 September 2015</u></b>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : • Draft Policy for establishment and operation of a new Community Engagement Panel	DCE	Community and Stakeholder Engagement Strategy discussed at Council Workshop in November 2018. Draft Strategy to be progressed by mid-2019.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 20 January 2015</u></b>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Final wording of lease being negotiated with Department of Education.
<b><u>Council Meeting – 18 November 2014</u></b>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DE/ DCE	<p>The option of having parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan.</p> <p>The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy.</p> <p>The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys.</p> <p>The replacement of the CALE ticket machines throughout the City is currently underway and machines are replaced on a periodic basis. This process will continue until all CALE machines are replaced.</p> <p>Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22 August 2017.</p>
<b><u>Council Meeting – 7 October 2014</u></b>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 23 September 2014</u></b>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 27 May 2014</u></b>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	Further discussions ongoing as part of broader discussions with Football Clubs.
<b><u>Council Meeting – 12 February 2013</u></b>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	DE	City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date.
9.2.13	Request to the Minister for Lands for the Acquisition and Reversion to 'Crown Land' of the Right of Way Named Luce Lane, North Perth (TES0225)	DE	City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date.



**INFORMATION BULLETIN**

CITY OF VINCENT

<b>SUBJECT:</b>	Street Tree Removal Requests
<b>DATE:</b>	21 November 2018
<b>AUTHOR:</b>	Tracy Hutson, Executive Secretary John Gourdis – Supervisor Parks Services
<b>AUTHORISER:</b>	Andrew Murphy, Director Engineering

**PURPOSE:**

To present Council with the monthly update on street tree removal requests within the City of Vincent.

**BACKGROUND:**

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

A report outlining when and how a tree removal request will be considered, as well as the requests for the last quarter of 2017 until the 10 January 2018 was presented to the Ordinary Meeting of Council held on 6 February 2018.

**COMMENTS:**

Please find below listing for the period 18 October 2018 to 21 November 2018.



## CITY OF VINCENT - Street Tree Removal Requests to 21 November 2018

Date	Requested By	Location/Address	Reason for Removal	Tree Species	Inspection Comments	Approved for Removal (Y/N)	Replacement Tree (Y/N - species)
18/10/2018	Resident	11 Aranda Place, Leederville	Tree has snapped and toppled over from weekend storms	<i>Melaleuca viridiflora</i>	Tree has sustained significant damage from storms and will be removed and replaced	Y	Y - <i>Melaleuca viridiflora</i>
19/10/2018	Administration	255 Stirling Street, Perth (Brisbane Street frontage)	Tree is dead	<i>Callistemon salignus</i>	Tree is dead, needs to be removed due to the risk of falling	Y	Y - <i>Melaleuca quinquenervia</i>
23/10/2018	Developer	24 Bourke Street, North Perth (Bourke and Pennant Street frontages)	Lot is being developed and trees/palms were planted by previous owners	2 x palm species and 2 x fruit trees	Trees/palms were not planted by the City, are not approved species and not planted with required setbacks. Removal of these species is approved however two trees on the northern end of Pennant Street must be retained	Y	TBD following development
25/10/2018	Administration	116 West Parade, East Perth	Two dead Callistemons, near Kindy Drop off zone	<i>Callistemon</i> 'Kings Park Special'	Trees were dead and also removed for safety reasons near school drop off zone	Y	Y - <i>Melaleuca viridiflora</i> x 2
29/10/2018	Strata Manager on behalf of Residents	Unit 1, 8 Kadina Street, North Perth	Tree is dead	<i>Lophostemon confertus</i> - variegated	Tree is confirmed to be dead. Space enough for two new trees to be planted	Y	Y - 1 x <i>Jacaranda mimosaeifolia</i> & 1 x <i>Podocarpus</i>
30/10/2018	Administration	151-153 Scarborough Beach Road, Mount Hawthorn (Flinders Street frontage)	For the approved installation of crossover	<i>Lophostemon confertus</i>	Tree had been planted in location that blocked an easement and right of access	Y	No
31/10/2018	Resident	22a Redfern Street, North Perth	Sight line obstruction when reversing out of drive	<i>Ficus hillii</i> & <i>Draecena draco</i>	Verge was planted by previous owner without our consent, new owner wanted them removed due to safety issue when backing out of her driveway.	Y	No
01/11/2018	Resident	102 Eton Street, North Perth	Tree is dead	<i>Callistemon</i> 'Kings Park Special'	Tree is confirmed to be dead	Y	Y - <i>Melaleuca viridiflora</i>
01/11/2018	Resident	119 Richmond Street, Leederville	Tree is mostly dead and looks like it is about to fall over	<i>Callistemon</i> 'Kings Park Special'	Tree is structurally sound however is showing signs of serious decline. Tree will be monitored	TBD	Y - <i>Melaleuca viridiflora</i>



## INFORMATION BULLETIN



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					and removed and replaced if/when it is dead		
02/11/2018	Administration	Charles Street (eastern verge), near Selkirk Street intersection	Tree is obstructing 40k/hr school sign	<i>Eucalyptus leucoxylon</i> 'Rosea'	No pruning can be undertaken on tree to clear signage and removal is therefore required	Y	No
05/11/2018	Resident	13 Namatjira Place, Leederville	Tree drops too many leaves and is messy	<i>Magnolia grandiflora</i>	Tree is healthy and will not be removed as Tree Policy does not allow for removal due to nuisance issues	N	N/A
06/11/2018	Water Corp	137 West Parade, Mt Lawley	Tree on top of water main, burst pipe with no other alternative but removal	<i>Callistemon viminalis</i>	After a call from Water Corp, arrived on site with water gushing from the base of the tree, cast iron main running through the root ball of tree unable to carry out repair unless tree removed.	Y	N - Main is too shallow to re plant.



## URBAN MOBILITY ADVISORY GROUP (UMAG)

Monday 19 November 2018 at 6.00pm  
 Venue: Function Room  
 City of Vincent Administration and Civic Centre

### UNCONFIRMED MINUTES

#### City of Vincent Elected Members:

Cr. Jonathan Hallett (*Chairperson*)

#### Community Representatives:

Greg Korovesi, Sam Laybutt, Regina Foley, Courtney Weber, Philip Taylor (*Westcycle*), Katherine Celenza (*Roadwise Road Safety Advisor*)

#### City of Vincent Officers:

David MacLennan (*Chief Executive Officer*), Andrew Murphy (*Director Engineering*), Craig Wilson (*Manager Asset & Engineering*), Francois Sauzier (*Active Transport Officer*), Stephanie Smith (*Manager Policy & Place*), Stephen Schreck (*Strategic Planning Officer*)

\*\*\*\*\*

#### 1. Welcome / Declaration of Opening

1.1 JH opened meeting at 6.04pm

Apologies - Mayor Emma Cole, Cr Alex Caste, Greg Korovesi, Laura Donovan, Adam Wilmott, Scott Gibbings, Parwez Jahmeerbacus, Scott Smith, Holly Taylor, Mikel Haramboure (*Coordinator Engineering Design*).

#### 2. Confirmation of Previous Minutes      Moved JH      Seconded RF

#### 3. Business

##### 3.1 Update on Integrated Transport Plan Progress

SSc advised that Council has now approved the appointment of CARDNO for the preparation of an Integrated Transport Plan. The project will consist of five different components and UMAG will continue to be consulted throughout the process.

1. Undertake a baseline data collection exercise (including a literature review, current transport network review and parking occupancy surveys) and develop a stakeholder engagement program - this will inform a report to be discussed with Council expected in February 2019.
2. Three workshops will be held through March with a technical stakeholder group (including DoT, Main Roads, PTA, surrounding local governments), UMAG and the local community – the workshops will be summarised into an engagement report which will detail a Vision and Priorities for the ITP.
3. CARDNO will use the Vision and Priorities to develop draft projects and actions – A draft ITP document will be developed by June and reported to the July Council meeting for formal adoption to advertise.
4. Part four of the project will see an extensive engagement program with numerous workshops being held with the stakeholders identified in Part two, including the UMAG. This will be happening throughout September.

Ref: D18/181217



## CITY OF VINCENT

5. The results of the engagement will be compiled into a report and presented to Council with any recommended changes in September/ October.
6. The FINAL version of the ITP is expected to be presented to the December 2019 Council meeting for final adoption..

PT raised CBD Transport Plan and SS advised CoV is on the Stakeholder group for this plan. SS explained the CBD Transport Plan covers the Perth Parking Management Act and The City contributes approx. \$350,000 annually to the fund.

SL asked if this impacts on possibility of Blue Cat extensions, which was answered by SS stating that there is the possibility however it would be investigated through both the ITP and CBD Transport Plan

SSc advised that an action from the Perth Summit discussions was to investigate extending CAT services, including the potential for a Black Cat (night bus) and was being headed by John Carey.

JH asked where UMAG fits in – SS advised any feedback from UMAG would be imbedded, but there is a need to work through the formal steps of the Tender so as it does not pre-empt community wants/view.

**ACTION: Just FYI**

### 3.2 Discussion Item – Bike Network Review

AM advised that following on from Item 3.1, the results of the ITP investigation may identify the need to a refresh of the Bike Network Plan.

FS presented a map and accompanying table outlining the existing and possible future bike infrastructure projects which primarily come from the BNP. RF requested that Farmer Street not be discounted as an extension to the SBR Bike lanes, gradient and extensive speed humps withstanding. SSc also referred to the Albert Street crossing at Charles St as a possible future signalised crossing – ref John Carey funding.

FS asked all to consider the routes and to use this opportunity to add any additional routes or make recommendations regarding timing as future projects. JH recommended these be posted to LOOMIO for all to access.

SL recommended the Quick Wins identified in the Pedestrian and Cycling Advisory Group works be reintroduced to UMAG, and that UMAG be involved/consulted in the Department of Transport's current Local Route review.

**ACTION: FS**

### 3.3 90 Degree Parking – Chinta Cafe

Following a resident query, some discussion occurred about the possibility of incorporating wheel stops wherever 90degree parking is installed in the City. This is in response to cars in some instances overreaching the parking bay and obstructing footpaths. Discussion ensued as to if all styles of parking bays were mapped on Intramaps; that using planting to define end of bays may be preferable; expense may not be justified. SL advised that there is a legal point where a vehicle is not to obstruct a footpath. AM recommend we consider at next meeting.

**ACTION: Next Meeting**

Ref: D18/181217





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### 3.4 Update on 40 KPH Speed Zone Trial Progress

AM advised that the Implementation Group (previously known as the Reference Group) met for the first time today (19 November). The meeting discussed that it is a technical working group and discussed timing, signage design, implementation locations; process to create a research scope and tender for the research project and marketing. The Implementation is expected to begin in mid-late April – a Marketing and Communications Plan will be created by CoV in the next weeks.

**ACTION: FS**

### 3.5 Update on Previous Agenda Items

#### 3.5.1 Alma/Camelia/Alfonso street traffic calming

AM advised that a meeting was held at the North Perth Town Hall Monday 12<sup>th</sup> November in response to a petition received from members of the community recommending traffic calming measures in this area. It is expected that a report to Council will be made in December 2018. SL requested that if one way pinch points were to be installed, 'bike bypass' (as per Palmerston Street) may be advisable especially due to the gradient of these streets.

**ACTION: CW**

### 3.6 WALGA/Road Safety Report

KC advised the [National Road Safety Strategy Priority Action Plan](#) is now out and contains a number of Priority Actions, which include the reduction in speed limits to 40kmh in high Pedestrian and cyclist spaces; targeted infrastructure spending; and improvements in vehicle safety.

0 deaths is the target for 2050, with 0 deaths in the Metro area being the 2030 target. KC reiterated the need for LGAs to be on board so as the target can be reached.

## 4. General Business

## 5. Close / Next Meeting

Meeting closed at 7.35pm

Next meeting: 17 December 2018

These minutes are confirmed as a true and accurate record of the meeting of the Urban Mobility Advisory Group (UMAG) held on 19 November 2018.

Signed: ..... Chairman

Dated this: ..... day of ..... 2018

Ref: D18/181217





## INFORMATION BULLETIN



CITY OF VINCENT

<b>TITLE:</b>	<b>Waste Summit Sydney 26-28 June 2018</b>
<b>DIRECTORATE:</b>	<b>Engineering</b>

### PURPOSE OF REPORT:

To report information gathered during the Waste Summit Sydney 26-28 June 2018. The Summit was attended by the Coordinator Waste and Recycling Strategy.

### DETAILS:

#### Tuesday 26th June: In-depth Learning Session

##### GHD Waste Manager Database

GHD (Waste Manager) is a web-based database to enable cradle-to-grave waste management reporting and monitoring. GHD Navigator is due to be launched in November 2018 bringing a new facet to the original Waste Manager Database tool.

##### Mike Ritchie, MRA Consulting

- Organics recovery in view of the significance for soil improvement in Australia.
- NSW CDS (Container Deposit Scheme)
- China National Sword

##### Simon Kisch, Land Logistics Superintendent Quadrant Energy

Quadrant Energy and the Department of Transport partnership working regarding a "LEMA" for oil spill and waste management. This course is to be facilitated by AMOSC (Australian Marine Oil Spill Corporation), Fremantle. There is an opportunity for WALGA, Waste Department to attend or use the example of this facilitated course when developing Waste Management in Local Emergency Events.

##### Mike Ritchie, MRA Consulting, Commercial Lifting and Charging Mechanisms

Presentation related to charging for commercial collections by weight utilising weighing equipment.

#### Wednesday 27<sup>th</sup> June: Information, Panel and Q&A Sessions

##### CCAP (Centre for Clean Air Policy)

CCAP (Centre for Clean Air Policy) is now including waste. The Waste Initiative CCAC is addressed in the Agenda 2030 [www.waste.ccacoalition.org](http://www.waste.ccacoalition.org) have set up a toolbox for Cities. City Powers Partnership. [www.citiespowerpartnership.org.au](http://www.citiespowerpartnership.org.au)

##### Lucy Sharman, Lendlease

Lendlease is one of Australia's developers with Barangaroo South Precinct Development used an example of best practice in waste management. They boast of a Climate Positive Development Program with:

- Zero net operational carbon emissions
- 97% recovery of construction waste
- 80% diversion of operational waste from landfill

The precinct is self-managed sorting waste on site with 20 different waste streams sorted and a waste manager on site. There is a functioning system of:

- Easy identification of sources of contamination, possible down to the individual shop
- Bin weights and types are available for competitiveness/incentive schemes

Christine Burke, Communications Director Loreal

SPOT program and Products Sustainability Optimisation. The Beauty Products Recycling Program supports a circular economy, but there is a need for investment and end market. An example is the Garnier/ Terracycle Schools Competition.

Belinda Chellingworth, NSW EPA (Environmental Protection Agency) Business Recycling Unit

"Circulate" was a case study undertaken for organics recovery/diversion from landfill. It was undertaken in NSW Central Coast incorporating "Farmers + Food Collection Services". Circulate required registered partners, farmers, to rotate through an organised roster, food organic waste from local generating commercial premises'. The Circulate Program made excellent use of the LFHW (Love Food Hate Waste) Program.

Peter Wadewitz, Peats Soil

Useful information for the communications of advantages and importance of organics recovery for WA

- AORA (Australian Organics Recycling Association)
- CSIRO (Commonwealth Scientific and Industrial Research Organisation)
- ERF (Emissions Reduction Fund) a large pot of funding is available for farmers with regards to organic waste
- BioBin can fully compost with holes in the floor.

Kate Ringvall, Country Manager Sustainability, IKEA

IKEA have established a program to work toward reducing waste. They are investigating ways of ensuring their furniture can be disassembled and reassembled prolonging life of product. #Circularliving circular goal. IKEA spoke of a waste reduction/incentive initiative called Tempe Take Back Trial 2018. This involves buy back vouchers where you can submit photographs of your old IKEA products and see if they are worth some IKEA vouchers to spend in store.

#### **Thursday 28<sup>th</sup> June: Information, Panel and Q&A Sessions**

Jonathan Leake, Director Resource Recovery, Sustainability Victoria

Victoria Government covers LFHW under their Sustainability Programs. The framework SWRRIP 2015 (Statewide Waste Resource Recovery Infrastructure Plan) regional implementation plans and SWRRIP 2018 to achieve integration and alignment.

Carol Adams, Mayor, City of Kwinana and Darrell Monteiro, Manager Environmental Health, City of Kwinana

City of Kwinana history of EfW evolution, development and implementation.

Anne Karin Kehlhofer, Taronga Conservation Society Australia

This organisation is not-for profit NSW Agency. They had a target of 90% diversion from landfill by 2020, but have already achieved it. They will be Carbon Neutral by 2019.

Guest (stand in speaker) Switzerland

The theme of the presentation was “everything’s in my back yard” (concentrated living) is a driver for the early implementation of waste legislation. This LG in Switzerland use service; “pay as you produce”, recycling is free, policed for compliance with up to 10,000f fine.

Kathy Giunta, Director Resource Recovery, NSW EPA

Food waste approach using funding options (below), in conjunction with the LFHW campaign. A detailed tracking survey was undertaken each year of the project. [www.epa.nsw.gov.au](http://www.epa.nsw.gov.au)

Philip Woods, Energy Manager Sydney Water

A feasibility study was undertaken with Malabar Food Waste in partnership with Randwick City Council in 2014. Processing food at wastewater treatment plants is a way to maximise resource recovery. Co-digestion and renewable energy bio-solids generate lowest carbon emissions:

Tim Richards, Richgro WA

The history of the Richgro organisation, its capabilities, restrictions, requirements and capacity. Otherwise noted; liquid fertiliser was classified by the DER as a controlled waste and as such is now not processed at the A.D. but instead sent to waste water treatment plant. The gate fee of the facility is calculated against the tariff fee for the electricity.

- 14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
- 15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN  
(WITHOUT DISCUSSION)
- 16 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES
- 17 URGENT BUSINESS

**18 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED****18.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS 2018-19**

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

**Local Government Act 1995 - Section 5.23(2):**

- (a) a matter affecting an employee or employees

**18.2 AMENDMENT OF RATES RECORD FOR PERIOD 2013/14 - 2018/19 - RATES EXEMPTION APPLICATIONS**

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

**Local Government Act 1995 - Section 5.23(2):**

- (b) the personal affairs of any person
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting

**LEGAL:****2.14 Confidential business**

- (1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the Local Government (Rules of Conduct) Regulations 2007.

Confidential reports are provided separately to Council Members, the Chief Executive Officer and Directors.

In accordance with the legislation, confidential reports are to be kept confidential until determined by the Council to be released for public information.

At the conclusion of these matters, the Council may wish to make some details available to the public.

**19 CLOSURE**