



**CITY OF VINCENT**

# **AGENDA**

## **Supplementary Reports Council Briefing 3 December 2019**

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

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



## Order Of Business

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## 5 STRATEGY & DEVELOPMENT






### 5.8 AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 2 - OUTCOMES OF ADVERTISING

TRIM Ref: D19/157612

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Attachments:

1. Map of Character Streets [↓](#) 
2. Advertised Amendment No. 5 to Local Planning Scheme No. 2 [↓](#) 
3. Summary of Submissions - Scheme Amendment No. 5 [↓](#) 
4. Amendment No. 5 to Local Planning Scheme No. 2 [↓](#) 
5. Amendment No. 5 to Local Planning Scheme No. 2 - Schedule of Modifications [↓](#) 

#### RECOMMENDATION:

##### That Council:

1. **NOTES** the submissions received and **ENDORSES** Administration's response to those submissions in relation to the advertising of Amendment No. 5 to Local Planning Scheme No. 2 included as Attachment 3; and
2. **SUPPORTS** Amendment No. 5 to Local Planning Scheme No. 2, with proposed modifications to address issues raised in the submissions, included as Attachment 4 pursuant to Part 5, Division 3, Regulation 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### PURPOSE OF REPORT:

For Council to consider:

- the outcomes of community consultation on Amendment 5 to Local Planning Scheme No. 2 (LPS2); and
- supporting Amendment 5 to Local Planning Scheme No. 2 with modifications pursuant to Part 5, Division 3, Regulation 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### BACKGROUND:

The City's (former) Town Planning Scheme No. 1 (TPS1) came into effect in 1998 and included Clause 20(4)(d)(ii) which served to limit development in the Norfolk Precinct to a maximum of two dwellings per lot. Local Planning Scheme No. 2 (LPS2) came into effect on 16 May 2018 and included Clause 26(6) which continued to limit development to a maximum of two dwellings per lot and was worded as follows:

*"Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings will be permitted per lot."*

For various reasons Clause 26(6) was amended in 2018 and the current Clause now reads:

*"Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings will be permitted per lot, with exception of lots with subdivision approval for more than two strata or survey-strata lots granted prior to gazettal of Local Planning Scheme No. 2."*

The intent of these provisions was to retain the character of the area by restricting development to a predominately low-density, single-storey residential development pattern in the area, by permitting and



encouraging infill development in the form of subdivision to the rear of the existing dwelling and to discourage greater levels of development in the form of multiple dwellings.

A review of development in the area has shown that there are a number of properties that have existing development with more than two dwellings per lot. There are a number of reasons for this, including:

1. The legal interpretation of 'two dwellings per lot' under the *Town Planning and Development Act 1928* (repealed 2006), which allowed more than two dwellings.
2. Decision makers used Clause 40 of former TPS1 to vary the requirement and approve 'non-complying' development.
3. Clause 20(4)(d)(ii) of former TPS1 and Clause 26(6) of LPS2 was not referenced or acknowledged during the approval process; and
4. Lots were subdivided into green titles allowing two dwellings to be built on each of the newly created green title lots.

The first three of these issues have been addressed through various measures and are not anticipated to arise again and Clause 26(6) is now being implemented in accordance with its original intent. Despite these improvements the current clause does not provide an effective mechanism to address point four above as land could still be subdivided into green titles allowing two dwellings to be built on each of the newly created green title lots.

Further investigations have revealed that limiting development to a maximum of two dwellings per lot, even when implemented properly, has not led to the retention of character within the area. The introduction of the *Planning and Development Act (Local Planning Schemes Regulations) 2015* removed the requirement for development approval for the demolition of single houses. Clause 26(6) currently does not contain a mechanism to retain character dwellings and there are many circumstances where character dwellings have been demolished and replaced with a new single house or two new grouped dwellings. There is currently no mechanism within the planning framework to actively prevent the demolition of character dwellings except for the heritage listing process. Under the existing planning framework, the number of character dwellings being demolished is expected to continue to increase in the area.

No. 6 Burt Street, Mount Lawley falls within the amendment area and has a development approval for nine Serviced Apartments, two Multiple Dwellings, a Caretaker's Residence and a Restaurant/Café. Following approval, the applicant lodged a scheme amendment application to remove the subject properties from Clause 26(6). The intent being to enable consideration of the Serviced Apartments to be converted to Multiple Dwellings. Following discussion with the City the applicant chose to withdraw the scheme amendment so that further investigations could be undertaken to consider a broader approach for Clause 26(6).

A desktop study of the area has revealed that there is an existing character building constructed prior to 1940 on approximately 49% of all properties subject to Clause 26(6). Of these properties, approximately 18% (or 9% of all dwellings) would be affected by the proposed amendment to Clause 26(6) as they have enough site area to develop more than two dwellings. A detailed investigation revealed that there were six intact character streetscapes in the area subject to Clause 26(6). **Attachment 1** identifies the intact character streetscapes within the City and those at risk of development.

The City considered the 'at-risk' character streetscapes and prepared Amendment No. 5 to LPS2 at its meeting held on the 30 April 2019 (Item 9.7). The intent of Amendment 5 is to encourage the retention of character dwellings, while still managing the scale of development in the area consistent with existing development patterns.

The amendment proposes to allow development of more than two dwellings (up to an R40 density) where a significant portion of a character building, built prior to 1940, is retained. The development potential for all other lots would remain as a maximum of two dwellings per lot. The advertised amendment is included at **Attachment 2**.

Following approval from the Environmental Protection Authority, Amendment 5 was advertised for a period of 42 days between 20 July and 31 August 2019. The following methods of advertising were undertaken in accordance with the requirements of the City's Policy No. 4.1.5 – Community Consultation and the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations):

- Advertisement in a local newspaper;
- Display notice of the proposed amendment in the City's Administration and Civic Centre;

- Referral in writing to affected persons/agencies (this included letters being sent to all landowners and occupiers in the area); and
- Display on the City's website.

#### DETAILS:

The City received 15 submissions during the consultation period covering two key issues in relation to the amendment. Six submissions expressed support for the proposed amendment and nine submissions objected to the proposal. A full summary of submissions and responses to those submissions is included within **Attachment 3**.

##### 1. Role and Purpose

The amendment seeks to incentivise the retention of character dwellings and character elements within the area. Submitters raised concerns that the advertised amendment would not be capable of protecting character in the area as intended. Submitters advised that not all dwellings constructed prior to 1940 have significance or contribute to the unique character. Concerns were also raised that the advertised amendment fails to define what a 'character element' of a building is.

While some streets have been largely developed already and others are more intact, the City has found that buildings constructed prior to 1940 are those which contribute most to the character of the area, so the retention of these is the focus of the amendment. Administration agrees, however, that the advertised amendment could lead to interpretation issues and be challenged in the future.

In response to these concerns, Administration proposes to modify Amendment 5 to:

- Introduce a definition of 'character elements' into LPS2; and
- Reference an urban design study to identify and confirm the 'character elements' of a building required to be retained.

##### 2. Managing Density

The proposed amendment seeks to incentivise the retention of character dwellings by allowing for greater development potential on certain lots. A number of submissions raised concerns that the proposed increase in density would compromise the look and feel of the area and result in additional traffic congestion and exacerbate the existing levels of parking stress.

While it is acknowledged that the proposed amendment may result in an increase in density for the 9% of properties to which it applies, the size and scale of any new development would continue to be controlled through the existing policy framework and an assessment against LPP 7.1.1: Built Form would be required. LPP 7.1.1 seeks to ensure an application responds to the constraints of a site and has a negligible impact upon the amenity of adjoining properties. The remaining 91% of dwellings would be subject to the maximum two dwelling restriction as well as the provisions of LPP 7.1.1.

With reference to the traffic and parking concerns, streets in the area are engineered with sufficient capacity to cater for the traffic demand for R40 development and the amendment area is very well-served by public transport. Furthermore, all new dwellings are required to provide parking on-site. Therefore, it is considered that the area is able to cater for the expected increase in density.

Submitters also identified that the advertised amendment fails to address a situation where multiple lots are acquired in a single ownership and then developed in accordance with their R40 coding. It is acknowledged that the advertised wording does not specifically require all character buildings on an amalgamated site to be retained. This could result in a significant amount of character buildings being demolished where an applicant amalgamated several lots and was only required to retain one existing character building.

In response to this concern, Administration proposes to modify Amendment 5 to:

- Include a reference to each building on a lot that has character value.

The recommended modifications to the amendment would reduce the level of ambiguity and reinforce the intended purpose of Clause 26(6), to retain character buildings. The recommended modifications include:

1. Insert the term 'character elements' to Part 6, Division 1 – General definitions used in Scheme, as follows:

**“Character elements** means any design features of a building as viewed from the public realm, that combine to contribute to the appearance of the building including colour palette, texture, scale, materials and roof pitch.”

2. Modify the advertised Clause 26(6) as follows:

*“Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings are permitted per lot except where:*

- *A lot has subdivision approval for more than two strata or survey-strata lots granted prior to the gazettal of the Local Planning Scheme No. 2; or*
- *Development on a lot proposes the retention of ~~an entire building, or~~ a significant portion of each ~~a~~ building on that lot which was constructed prior to 1940 and which maintains all character elements of those buildings that, deemed to be valuable by an urban design study.”*

The final amendment is included as **Attachment 4** with the schedule of modifications included as **Attachment 5**.

#### CONSULTATION/ADVERTISING:

Following the formal decision from the Minister, the City will notify submitters, publish a notice in a local newspaper and on the City's website advising of the final decision of the Amendment and the location where it can be viewed in accordance with Part 5, Division 5, Regulation 64 of the Regulations.

#### LEGAL/POLICY:

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

#### RISK MANAGEMENT IMPLICATIONS:

It is considered low risk to support Amendment 5 to the City's Local Planning Strategy No. 2 for the purpose of submitting the amendment to the WAPC to make a recommendation to the Minister for Planning to determine the amendment.

#### STRATEGIC IMPLICATIONS:

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

##### Enhanced Environment

*We have minimised our impact on the environment.*

##### Sensitive Design

*Our built form character and heritage is protected and enhanced.*

#### SUSTAINABILITY IMPLICATIONS:

Nil.

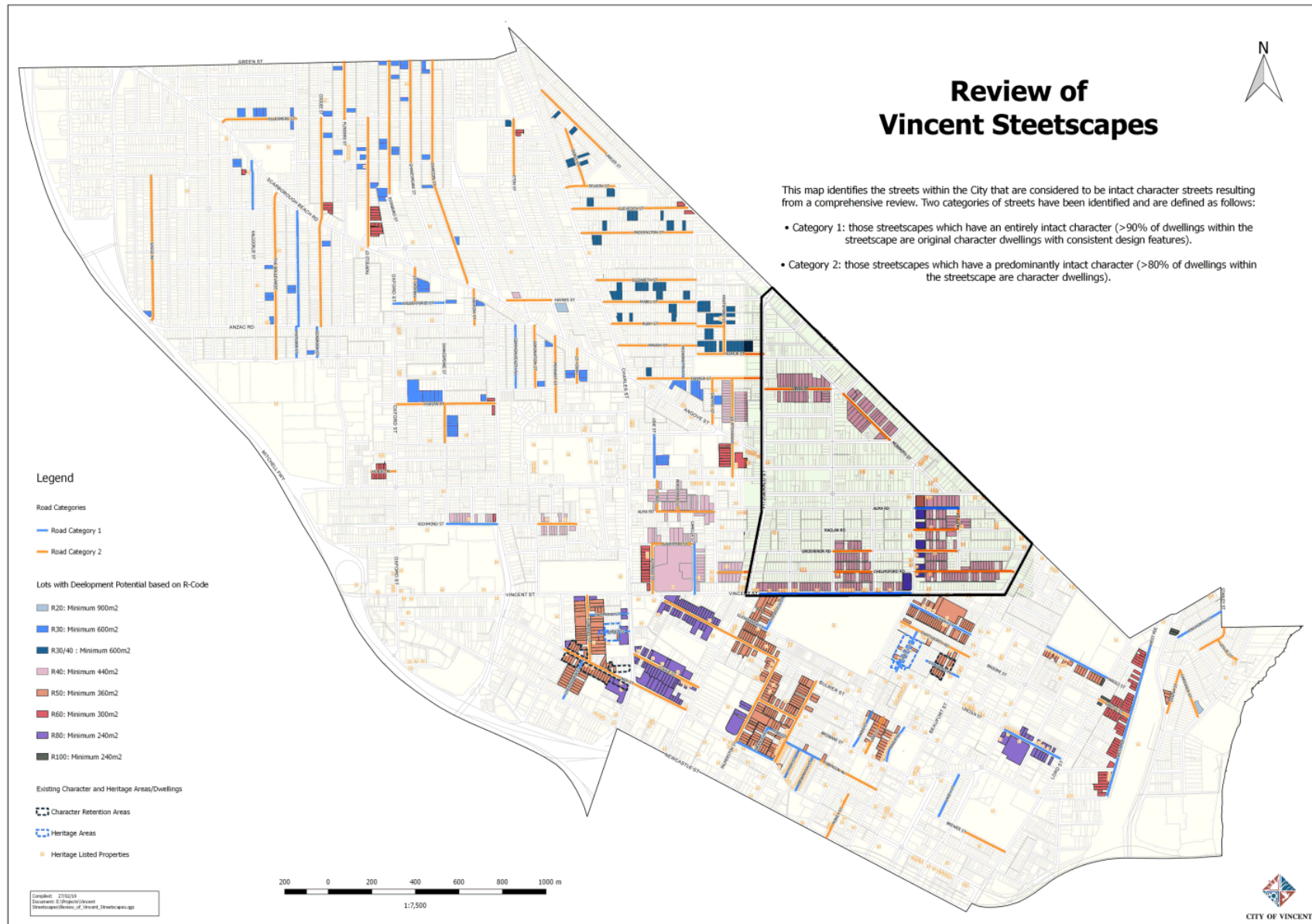
#### FINANCIAL/BUDGET IMPLICATIONS:

Not applicable.

**COMMENTS:**

It is recommended that the City proceed with Amendment No. 5 with the proposed modifications. The additional changes provide more appropriate measures to retain the established character of the area, thereby ensuring the original intent of Clause 26(6) is being met to a better standard than before.

Council's decision on this amendment along with the amendment documents will be forwarded to the WAPC along with Council's decision. The WAPC must make any recommendations to the Minister for Planning in respect of the amendment that is considered appropriate, and submit the recommendation and associated documents to the Minister in accordance with section 87(1) of the *Planning and Development Act 2005*.





CITY OF VINCENT

## **LOCAL PLANNING SCHEME NO. 2**

### **Amendment No. 5**

Standard amendment to modify the wording of Clause 26(6) to allow more than two dwellings where development on a lot proposes the retention of an entire building, or a significant portion of a building, constructed prior to 1940 and maintains all character elements of that building as viewed from the public realm.



CITY OF VINCENT

## FORM 2A

*Planning and Development Act 2005*

## RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME

CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2  
AMENDMENT NO. 2

RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005* (as amended), amend the above Local Planning Scheme to:

1. Modify the wording of Clause 26(6) to be as follows:

*"Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings are permitted per lot except where:*

- A lot has subdivision approval for more than two strata or survey-strata lots granted prior to the gazettal of the Local Planning Scheme No. 2; or*
- Development on a lot proposes the retention of an entire building, or a significant portion of a building, constructed prior to 1940 and maintains all character elements of that building as viewed from the public realm."*

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- The amendment is consistent with the City's Local Planning Strategy which recommends promoting the retention of the existing built character and social fabric, whilst allowing for innovative and contemporary development;
- The amendment will have minimal impact on the surrounding area as development within the precinct is still required to adhere to the residential density code of R40 and the relevant documents guiding development standards for residential development;
- The amendment does not alter the Urban zoning under the Metropolitan Region Scheme;
- 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 Regulations.

Dated this 30 day of April 2019

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER



CITY OF VINCENT

## LOCAL PLANNING SCHEME NO. 2

### Amendment No. 2

#### COUNCIL RECOMMENDED/SUBMITTED FOR APPROVAL

Supported for submission to the Minister for Planning for approval by resolution of the City of Vincent at the Ordinary Meeting of the Council held on the XXXX and the Common Seal of the City of Vincent was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

#### WAPC RECOMMENDED/SUBMITTED FOR APPROVAL

.....  
DELEGATED UNDER S.16 OF  
THE PLANNING AND DEVELOPMENT ACT 2005

DATE.....

#### APPROVAL GRANTED

.....  
MINISTER FOR PLANNING  
S.87 OF THE PLANNING AND DEVELOPMENT ACT 2005

DATE.....



## Amendment 5 to Local Planning Scheme No. 2: Summary of Submissions

	Issue/Comment	Submitter	Administration Response	Recommended Modification
1	Support			
1.1	Vincent should be rewarding and incentivising proponents for retaining character buildings, which the scheme amendment will do.	3, 4, 5, 6, 8 and 12	Noted.	No modification.
2	Role and Purpose			
2.1	<p>Submitters expressed concerns that the advertised amendment would not be capable of protecting character in the area as intended. The proposed amendment is not nuanced enough to account for individual situations and design solutions.</p> <p>Not all dwellings constructed prior to 1940 have significance or contribute to the unique character. Many existing dwellings contribute little to the character of the area or have been heavily modified. Certain specific elements might no longer have character value. Furthermore, there is no clarity in what is a 'character element'.</p> <p>Clause 26(6) should be removed altogether to allow more than two dwellings, without the restriction of requiring a dwelling or a significant portion of a dwelling to be retained. Character retention would be better controlled through the existing policy framework, predominantly the Built Form Policy and the Character Retention Policies.</p>	1, 11, 13, 14	<p>The City acknowledges that the proposed amendment, like the existing clause, does not outright require the retention of character buildings. The intent of the proposed amendment is to provide an incentive for owners to retain character dwellings and a deterrent for demolishing them.</p> <p>The provision of additional density can be an effective tool as an incentive to retain character as long as there is a perceived value to prospective developers. The effectiveness of the proposed amendment and other mechanisms can be assessed and modified after implementation. The City is investigating a more holistic approach to character retention through the various other mechanisms available.</p> <p>The entire area to which clause 26(6) applies to has been identified as a priority area for the protection of character dwellings. While some streets have been largely developed already and others are more intact, the City has found that buildings constructed prior to 1940 are those which contribute most to the character of the area, so the retention of these is the focus of the amendment.</p> <p>The City agrees that not all 1940s development is of character value. While a further assessment would be required for each subdivision and development application, further guidance should be provided through defining 'character elements' and through an urban design study for each new proposal. The standard planning and subdivision approval process could then determine whether the factors identified in an urban design study are of a sufficient quality or not.</p> <p>The proposed clause, in conjunction with the existing policy framework, would ensure that new development would be sensitively designed and sited behind the retained character dwellings.</p>	<p>1. Insert the term 'character elements' to Part 6, Division 1 – General definitions used in Scheme, as follows:</p> <p><i>"Character elements means any design features of a building as viewed from the public realm, that combine to contribute to the appearance of the building including colour palette, texture, scale, materials and roof pitch."</i></p> <p>2. Modify the advertised Clause 26(6) as follows:</p> <p><i>"...maintains all character elements of those buildings that, deemed to be valuable by an urban design study."</i></p>
2.2	The burden of protecting character falls disproportionately on those with larger lots. An outcome where 12 multiple dwellings become a mix of serviced apartments, multiple dwellings, and ancillary uses is still possible (i.e. a less desirable outcome from the same built form). The proposed amendment does not alter this outcome.	1	<p>Generally, larger development sites do have a greater impact on the amenity of an area and, therefore, have a greater burden of addressing that amenity impact.</p> <p>As part of a development application, the decision maker needs to consider the land use (multiple dwellings, serviced apartments) in addition to the design (size, scale, materials etc). The proposed amendment does not alter the land uses permissible but it does provide more options to a prospective developer as long as they have retained a character building.</p>	No modification.
2.3	The report to initiate this amendment misleadingly claims that the community opposed serviced apartments for the application at No. 6 Burt Street when there were more submissions opposing the initial multiple dwellings development. The issue surrounding this single property should not have been the basis of the proposed amendment. A proponent seeking to take full advantage of the development potential of their lot is now driving the proposed amendment.	10	<p>Previous planning decisions have demonstrated that the existing clause has not provided an adequate level of protection for the character of the area. The clause, as existing, would promote further demolition of a significant number of character dwellings on 660sqm+ sized lots which would result in the further erosion of the character of the area. The proposed amendment would incentivise the protection of character dwellings.</p> <p>To clarify the comments in the initiation report, of the 24 objections received during the advertising of the amended application to convert some of the multiple dwellings to serviced apartments at No. 6 Burt Street, 7 raised concerns</p>	No modification.

## Amendment 5 to Local Planning Scheme No. 2: Summary of Submissions

	Issue/Comment	Submitter	Administration Response	Recommended Modification
2.4	The existing clause has achieved the objective of limiting multiple dwellings in the area, but there is no recognition that the proposed clause would drastically alter this capability. The proposal should include a "no multiple dwellings" provision for land R40 and below.	10	<p>specifically relating to the Serviced Apartment use. This application is not the sole basis for the proposed amendment, and the proposed amendment is not specifically attempting to achieve a desirable outcome for that development. The application at 6 Burt Street raised a number of issues that the City considered appropriate to address through a scheme amendment.</p> <p>The initial intent of the clause was to retain the low-density, single-storey residential development pattern in the area, by encouraging infill development in the form of subdivision to the rear of the existing dwelling. While the provision limited multiple dwellings in the area, the development pattern since the introduction of the clause has been characterised by side-by-side development which has resulted in the demolition of the existing buildings.</p> <p>The proposed clause would incentivise the retention of character dwellings by allowing development within the area in accordance with the R40 code. While this may result in additional development potential on certain lots, the low-density, low scale residential nature of the area will be retained when viewed from the public realm. The Built Form Policy provides for a two-storey height limit in this precinct as well as other development controls to ensure only low scale residential development is permitted, whether that is a single house, grouped dwelling, or multiple dwelling. Effectively, multiple dwellings will not necessarily result in any greater impact than a single house or grouped dwelling in terms of size/scale.</p>	No modification.
2.5	The existing policy has been successful in discouraging demolition of existing character dwellings. Whilst this could be improved, the proposed amendment as worded would have other more damaging consequences.	10	<p>Recent planning decisions and development types in the area have proven that the existing clause has not been successful in protecting existing character dwellings. This has occurred for a number of reasons. In TPS 1, the Clause 26(6) was discretionary in its application and the City, the WAPC and the JDAP used that discretion to approve development against the guidance of the clause. Additionally, there have been occasions where the clause has simply been ignored or disregarded by the City or WAPC – Administration have put processes in place to ensure this doesn't happen again.</p> <p>Since the 1940s, 37% of the properties in the amendment area have been demolished and replaced with dwellings from 1950 and beyond.</p> <p>Any negative consequences of density would be mitigated through development/subdivision assessment against other planning instruments like the Built Form Policy and DesignWA.</p>	No modification.
3	<b>Managing Density</b>			
3.1	<p>Increase of dwellings in the area will result in issues related to:</p> <ul style="list-style-type: none"> <li>- Infrastructure</li> <li>- Key services like schools and hospitals</li> <li>- Overcrowding</li> <li>- Noise</li> <li>- General amenity</li> </ul>	2, 9 and 15	<p>The amendment area is well-served by public transport in addition to all new dwellings being required to provide parking on-site. Streets in the area are engineered with sufficient capacity to cater for the traffic demand for R40 development.</p> <p>Matters relating to noise are controlled through the Environmental Protection (Noise) Regulations 1997. Concerns relating to parties, amplified music and people's behaviour should be referred to the Police. Any additional development potential that is created as a result of Amendment 5 is not considered to result in noise levels beyond that which would be expected within the urban context of the area.</p> <p>The State Government has already approved the existing density code of R40 for this area and should be planning their facilities such as schools and hospitals to cater for the existing density code and demographic projections.</p>	No modification.

## Amendment 5 to Local Planning Scheme No. 2: Summary of Submissions

	Issue/Comment	Submitter	Administration Response	Recommended Modification
			The proposed clause, in conjunction with the existing policy framework, would ensure that development would be sensitively designed and sited behind the retained character dwellings.	
3.2	The clause discourages greater density even if it could be dealt with in a sensitive way.	1	The clause currently discourages density but the proposed amendment is intended to better identify and protect character elements worthy of retention while allowing density in line with the density coding.	No modification.
3.3	Any change should insist that a retained dwelling must occupy a minimum of 70% of the lot frontage. This is the only safeguard against developers buying 2/3/4 or more homes in a row, demolishing all but one built prior to 1940, then amalgamating and developing as a 'super-lot'.	10	Administration acknowledge that the proposed wording does not adequately protect all dwellings if a number of lots are acquired by an individual or group with the intention of developing the land. To address this issue it is recommended that the wording of the proposed amendment be modified to require the retention of all character dwellings on all lots subject to a development proposal.	3. Modify the advertised Clause 26(6) as follows: <p>“... Development on a lot proposes the retention of <del>an entire building</del> or a significant portion of <del>each a building on that lot which was</del> constructed prior to 1940 and <del>which maintains all character elements of those buildings that deemed to be valuable by an urban design study.</del>”</p>
3.4	The City is meeting its density targets in the area on the major corridors. Further, the prospect for continued medium density development along these corridors is supported on the ground by the size of the existing land holdings on these corridors, sales and development patterns in the last decade or so, the varied zoning, access to transport and general community support for these outcomes. There is no demonstrated need for more infill development in the area that is the subject of the clause nor any community push to make it happen.	10	The intent of the proposed amendment is to provide an incentive for landowners to retain character dwellings, and a deterrent for demolishing them. Due to the specific conditions surrounding the use of the clause, a maximum of 91 properties would be eligible to be considered for more than two dwellings. If developers wish to take up this option, other planning instruments will ensure that any negative impacts of increased density would be managed appropriately.	No modification.
4	<b>Sufficient Existing Guidance</b>			
4.1	Lot sizes, ROW accessibility and lot orientation generally have lent themselves to more thoughtful developments, with the front houses and street setbacks maintained and either quality renovations or intelligent infill development with rear dwellings fronting rights of way.	10	In conjunction with the existing policy framework, lot sizes, ROW accessibility and lot orientation will continue to ensure development would respond sensitively to its context.	No modification.
4.2	There are countless examples of outstanding architectural and social outcomes in this area that the existing provisions protect and encourage.	10	Yes, there are good examples, but there is no evidence that these are due to the existence of the current clause.	No modification.
5	<b>Consultation Process</b>			
5.1	Most people would ignore the consultation letter as the language used is planning speak and not community speak. More people would respond if the letter said more plainly, 'your neighbour may be able to build 16 apartments next to you whereas currently the most they could build would be 4 townhouses' which is the case for some of the lots in the area. More transparent language would result in a different community response.	10	The potential development outcomes on any single site can vary significantly. As such, it is not possible to predict the likely outcome for any particular site. The consultation letter accurately provided a summary of the change proposed and Administration have been available to provide further assistance throughout the consultation period.	No modification.
5.2	Non-response to the current advertised amendment should not be confused for community support for the idea. More likely it would be lack of understanding of the outcome of the amendment.	10	The comments received clearly demonstrate that the community does understand the implications of the amendment. The City agrees that a lack of response is not the same as support.	No modification.
6	<b>Detailed Comments</b>			
6.1	The clause could be amended to (re)define the word 'lot' so that it removes ambiguity around Survey Strata Lots where the character house is retained (defining character similarly	10	The term 'lot' is adequately defined within the <i>Planning and Development Act 2005</i> . Any modification to this definition may result in inconsistencies and issues relating to the interpretation the definitions.	No modification.

## Amendment 5 to Local Planning Scheme No. 2: Summary of Submissions

	Issue/Comment	Submitter	Administration Response	Recommended Modification
	to the proposed amendment or actually recognising those elements that are worthy of retention).			
6.2	Accompany the proposal with a dual R30/R40 zoning so that original houses need to be retained to maintain the R40 coding.	10	The suggested change would reduce the existing development potential for lots with an area of less than 600m <sup>2</sup> which is considered to be contrary to the intent and objectives of the Local Planning Strategy and Local Planning Scheme No. 2.	No modification.
6.3	The City should proactively initiate measures to retain pre 1940 shop house uses within established residential areas.	14	Clause 26(6) does not affect the pre 1940s shop houses. As such, the suggested change is not relevant to the consideration of amendment 5.	No modification.
6.4	Further similar amendments should be investigated for smaller block sizes. Original dwellings should be retained with only one new-build dwelling to the rear, rather than demolishing the original dwelling and having two new-build dwellings.	5 and 7	This proposal would encourage broader character retention but would also reduce the development potential on a significant number of lots. This would be considered contrary to the intent and objectives of the City's Local Planning Strategy and Local Planning Scheme No. 2. The City is working to undertake a further review of LPS2 to prepare a consistent city-wide approach to character retention.	No modification.
6.5	The City should improve the appearance of the area by investigating ways to: <ul style="list-style-type: none"> <li>Retain trees;</li> <li>Provide underground power to improve greening of streetscapes; and</li> <li>Greening of right of ways to offset the infill and loss of back gardens as well as soften the height and heat created by new two storey dwellings.</li> </ul>	5	The City is proactively improving urban greening through a number of initiatives of the Greening Plan.	No modification.
6.6	Improve the appearance of new-build dwellings and improving the relationship they have with adjoining properties.	5	The design of new-build dwellings will continue to be assessed in accordance with the provisions of the existing policy framework. The City's Built Form Policy is currently being reviewed and seeks to achieve this outcome.	No modification.
6.7	Reducing the amount of off-street parking required for smaller properties.	7	The car parking requirements for development are generally guided by the Residential Design Codes and are not proposed to be modified through this amendment.	No modification.
6.8	Parking setbacks only need to be 5m as few vehicles exceed this length. People living within these properties then accept that there is limited space to park and then select an appropriate vehicle size.	7	Under the existing policy framework, the design of car parking spaces takes into account the requirement for manoeuvrability of and around the vehicle, not just the vehicle size itself.	No modification.
6.9	Access legs should contribute to the total area of a proposed rear lot.	7	Subdivision requirements in the Residential Design Codes do currently consider this. These are not proposed to be modified through this proposed amendment.	No modification.



CITY OF VINCENT

## LOCAL PLANNING SCHEME NO. 2

### Amendment No. 5

Standard amendment to include a definition for the term '*Character elements*' and to modify the wording of Clause 26(6) to allow more than two dwellings where development on a lot proposes the retention of a significant portion of each building on that lot which was constructed prior to 1940 and which maintains all character elements of those buildings, deemed to be valuable by an urban design study.





CITY OF VINCENT

## FORM 2A

*Planning and Development Act 2005*

**RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME**

CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2  
AMENDMENT NO. 5

RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005* (as amended), amend the above Local Planning Scheme to:

1. Include the definition for the term 'Character Elements' within Part 6, Division 1, Clause 37 of Local Planning Scheme No. 2 as follows:

*"Character elements means any design features of a building as viewed from the public realm, that combine to contribute to the appearance of the building including colour palette, texture, scale, materials and roof pitch"; and*

2. Modify the wording of Clause 26(6) to be as follows:

*"Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings are permitted per lot except where:*

- *A lot has subdivision approval for more than two strata or survey-strata lots granted prior to the gazettal of the Local Planning Scheme No. 2; or*
- *Development on a lot proposes the retention of ~~an entire building, or~~ a significant portion of each a building on that lot which was constructed prior to 1940 and which maintains all character elements of those buildings that, deemed to be valuable by an urban design study."*

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- The amendment is consistent with the City's Local Planning Strategy which recommends promoting the retention of the existing built character and social fabric, whilst allowing for innovative and contemporary development;
- The amendment will have minimal impact on the surrounding area as development within the precinct is still required to adhere to the residential density code of R40 and the relevant documents guiding development standards for residential development;
- The amendment does not alter the Urban zoning under the Metropolitan Region Scheme;
- 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 regulations.

Dated this            day of            2019

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER



CITY OF VINCENT

## LOCAL PLANNING SCHEME NO. 2

Amendment No. 5

### COUNCIL RECOMMENDED/SUBMITTED FOR APPROVAL

Supported for submission to the Minister for Planning for approval by resolution of the City of Vincent at the Ordinary Meeting of the Council held on the 10<sup>th</sup> of December 2019 and the Common Seal of the City of Vincent was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

### WAPC RECOMMENDED/SUBMITTED FOR APPROVAL

.....  
DELEGATED UNDER S.16 OF  
THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....

### APPROVAL GRANTED

.....  
MINISTER FOR PLANNING  
S.87 OF THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....

**SCHEDULE OF MODIFICATIONS**

Modification No.	Modification	Justification for modification
1	<p>Insert the term 'character elements' to Part 6, Division 1 – General definitions used in Scheme, as follows:</p> <p><b><i>“Character elements means any design features of a building as viewed from the public realm, that combine to contribute to the appearance of the building including colour palette, texture, scale, materials and roof pitch.”</i></b></p>	<p>The advertised amendment fails to define what a 'character element' of a building is. The advertised wording could lead to interpretation issues and be challenged in the future.</p>
2	<p>Modify the advertised Clause 26(6) as follows:</p> <p><i>“Within the areas coded R40 bounded by Vincent Street, Beaufort Street, Walcott Street and Fitzgerald Street, a maximum of two dwellings are permitted per lot except where:</i></p> <ul style="list-style-type: none"> <li><i>• A lot has subdivision approval for more than two strata or survey-strata lots granted prior to the gazettal of the Local Planning Scheme No. 2; or</i></li> <li><i>• Development on a lot proposes the retention of <del>an entire building, or</del> a significant portion of <del>each a building on</del> <u>that lot which was constructed prior to 1940 and which maintains all character elements of those buildings that, deemed to be valuable by an urban design study.</u></i></li> </ul>	<p>The advertised amendment fails to address a situation where multiple lots are acquired in a single ownership and then developed in accordance with their R40 coding. The advertised wording does not specifically require all character buildings on an amalgamated site to be retained. This could result in a significant amount of character buildings being demolished.</p> <p>The requirement for an urban design study was introduced so as to formally identify character elements that should be maintained.</p>



**6 INFRASTRUCTURE & ENVIRONMENT****6.1 RESPONSE TO PETITION REQUESTING THE RELOCATION OF PARKING ON TURNER STREET, HIGHGATE ADJACENT JACK MARKS RESERVE****TRIM Ref:** D19/179993**Author:** Paul Morrice, A/Manager Ranger Services**Authoriser:** Andrew Murphy, Executive Director Infrastructure and Environment

**Attachments:**

1. Petition - Confidential
2. Location Map of Petitioners - Confidential
3. Existing Parking Arrangements on Turner Street (Plan No. 3462-PP-01) [!\[\]\(003082e50e3009141f59bd5df831749f\_img.jpg\)](#)

**RECOMMENDATION:****That Council:**

1. **APPROVES** consultation with Turner Street, Highgate residents in relation to the proposed minor parking amendments communicating the following;
  - 1.1 The proposed reallocation of all street parking on Turner Street, Highgate from the north side to the south side of the street; and
  - 1.2 The proposed reallocation of the 'No Stopping' zone on Turner Street, Highgate from the south side to the north side of the street; and
2. **NOTES** that any submissions received as a result of the consultation as set out in clause 1 above will be presented to Council by March 2020 for consideration.

**PURPOSE OF REPORT:**

To consider improvements and amendments to parking arrangements in Turner Street, Highgate 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. That data is then used to determine whether new or amended restrictions are warranted to improve parking availability and amenity.

**DETAILS:**

At the City's Ordinary Meeting of Council on 12 November 2019 a petition was received from Ms Lauren Ireland of Turner Street, Highgate, comprising of 109 signatures, requesting Council to consider changing the parking restrictions on Turner Street, Highgate. This would involve moving all on street parking from the north side of Turner Street to the south side of Turner Street. This would also involve moving the 'No Stopping' zone from the south side to the north side due to the narrowness of Turner Street.

It should be noted a Parking Management Plan (PMP) was submitted and approved by Administration for No. 5 Turner Street on 18 March 2019 in accordance with the conditions of the development approval granted by Council on 27 March 2018 for a Change of Use to Single House and Eating House. This was subsequently updated to reflect the development approval granted by Administration on 17 July 2019 for a Change of Use to Short Term Accommodation. The PMP identifies that there is sufficient onsite parking to cater for the needs of the guests of the short term accommodation and residents of the dwelling, noting that the staff of the eating house would also reside on the property. The PMP also included a parking survey of the surrounding streets which identified that there was sufficient capacity within the 60 on street bays within

the immediate area. During the operating hours of the Eating House the peak number of bays recorded through the parking survey was four. The proposed parking changes would likely not impact on the operation of the approved PMP.

Out of the 109 signatures of the petition 22 signatures were from residents surrounding Jack Mark's Reserve and as a result of this Administration proposes to consult with the residents of Turner Street, Highgate before considering any on-street changes to parking, which directly impact them.

The map as attached shows the current parking availability around Jack Mark's Reserve including Turner Street, Highgate.

Administration has conducted an investigation which identified that whilst there is ample parking on both Wright Street and Broome Street, Highgate, it would not be opposed to the changes as proposed by the petition for a 12 month trial pending the results of the consultation.

Administration considers that there are a number of advantages and disadvantages to the changes proposed in the petition, as follows:

#### Advantages

- Improved access to users of the reserve who choose to drive.
- Improved line of sight for residents whilst reversing out of driveways/garages.
- Increased number of parking bays (approximately 3) overall as the park side does not have crossovers.

#### Disadvantages

- Lack of parking directly outside of residences.
- Decreased turning circle whilst exiting driveways/garages.
- Additional parking may encourage people to drive to the park instead of walking.

Administration seeks approval to consult with Turner Street residents regarding the minor parking restriction amendments and report the findings back to Council by March 2020.

### CONSULTATION/ADVERTISING:

All affected property owners and occupiers in Turner Street will be notified of the proposal. There is 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:** There is a low risk in ensuring full and open consultation with residents on any proposal which could impact them.

### STRATEGIC IMPLICATIONS:

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

#### Accessible City

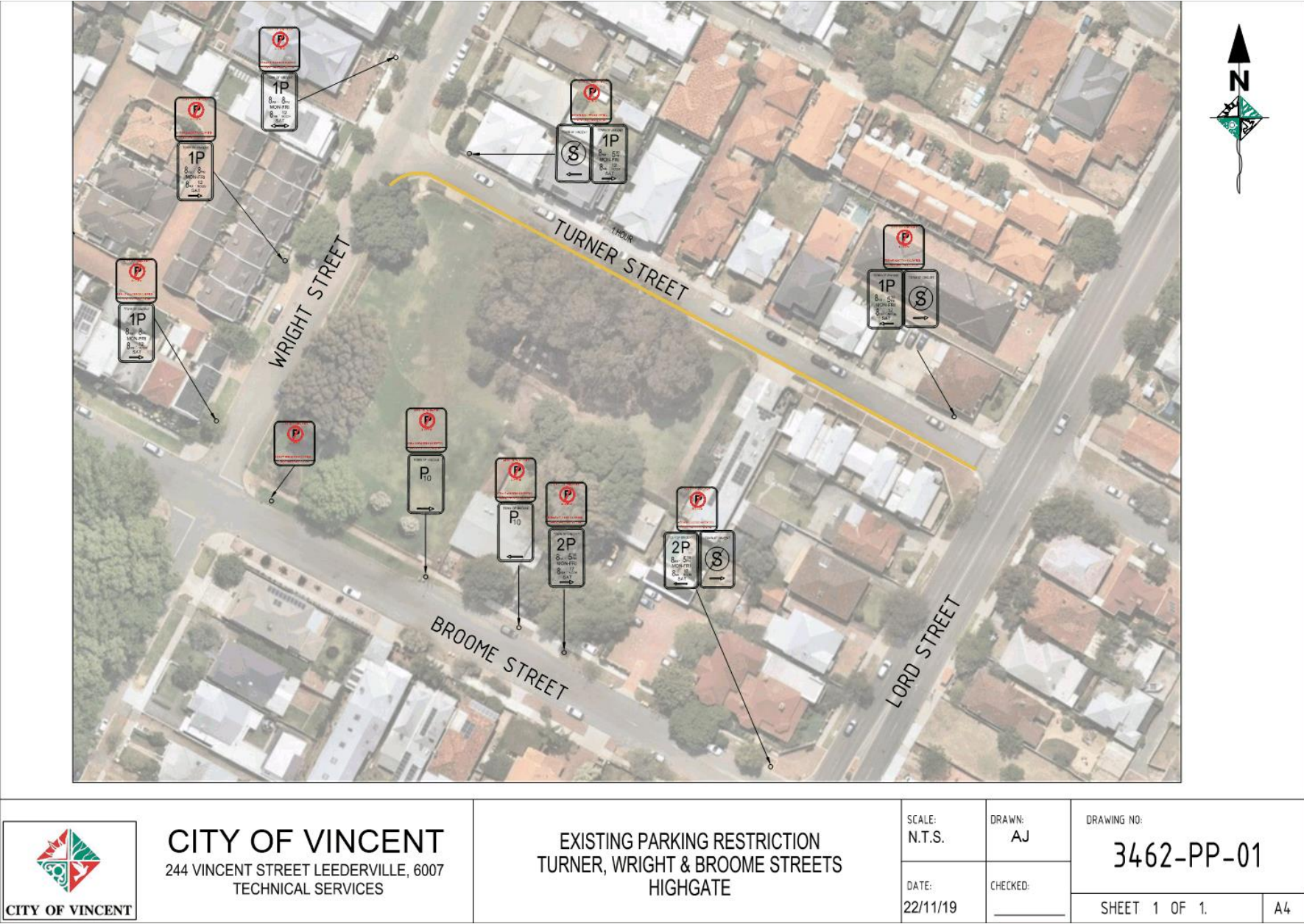
*We have better integrated all modes of transport and increased services through the City.*

### SUSTAINABILITY IMPLICATIONS:

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Yes, there would be a cost to the proposed parking infrastructure changes. The estimated cost can be provided at the March meeting following consultation with Turner Street residents.



## 7 COMMUNITY &amp; BUSINESS SERVICES

## 7.1 LEASE OF BEATTY PARK LEISURE CENTRE CAFE TO HOSPITALITY SERVICE PROVIDERS PTY LTD

TRIM Ref: D19/160400

Authors: Dale Morrissy, Manager Beatty Park Leisure Centre  
Meluka Bancroft, Executive Manager Corporate Strategy and Governance

Authoriser: John Corbellini, A/Executive Director Community and Business Services

Attachments: 1. Submission from HISP Pty Ltd for the operation of the cafe at the Beatty Park Leisure Centre - Confidential

## RECOMMENDATION:

That Council:

1. APPROVES providing local public notice pursuant to section 3.58 of the *Local Government Act 1995* of the proposed lease of the café at the Beatty Park Leisure Centre, 220 Vincent Street, Leederville, to Hospitality Industry Service Providers Pty Ltd on the following key terms:
  - 1.1 Term: Three years, commencing on 1 March 2020;
  - 1.2 Option Terms: Two five year option terms, each subject to a market rent review;
  - 1.3 Rent: \$22,984 plus GST per annum, with no rent payable between 1 March 2020 and 30 June 2020 (inclusive) to allow for the café set up period;
  - 1.4 Rent review 3% per annum, other than at the commencement of the option terms (market rent review);
  - 1.5 Outgoings: \$14,000 plus GST per annum with fixed increase of 3% per annum from 1 July 2021;
  - 1.6 Land Tax: Payable by the lessee (if applicable);
  - 1.7 Permitted Use: Café to service the Beatty Park Leisure Centre, open for the core business hours of 7am to 7pm daily, and for use for associated catering services;
  - 1.8 Repairs/maintenance: The City to undertake any repairs or maintenance to the premises. If damage is caused by the lessee, the lessee is responsible for the cost. The City is responsible for the cost of repairs due to fair wear and tear and for any structural damage;
  - 1.9 Café equipment: The City will provide the cafe equipment to the lessee in good working order. The lessee is responsible for the servicing, maintenance and repair of the equipment, at its cost. The City will replace any equipment at end of life with a comparable piece of equipment;
  - 1.10 Cleaning: Lessee to keep the premises clean and tidy at all times;
  - 1.11 Redevelopment: The City may undertake alterations, redevelopment, repair or major works to the Beatty Park Leisure Centre at any time, subject to providing the lessee with 3 months' notice. No compensation will be payable to the lessee for any loss of business as a result of such works. If the lessee suffers loss as a result of a downturn in foot traffic / customers which is a direct

- result of the works, the City will provide the lessee with a rent abatement in line with the reduction in customers;
- 2.12 Emergency works:** The City may be required to undertake emergency works from time to time. No compensation will be payable to the lessee for any associated loss of business. If the lessee suffers loss as a result of a downturn in foot traffic / customers which is a direct result of the works, the City will provide the lessee with a rent abatement in line with the reduction in customers;
- 2.** If no submissions are received as a result of the public notice period in recommendation 1. above, **DELEGATES BY ABSOLUTE MAJORITY** to the Chief Executive Officer the power to enter into the lease in recommendation 1. above, and **AUTHORISES** the Mayor and Chief Executive Officer to affix the common seal and execute the lease; and
- 3.** **NOTES** that if any submissions are received as a result of the public noticed period in recommendation 1. above, the Chief Executive Officer will provide the submissions to Council for consideration, and Council will determine whether to proceed with the proposed lease to Hospitality Industry Service Providers Pty Ltd .

#### **PURPOSE OF REPORT:**

To consider providing local public notice of the proposed lease of the café at the Beatty Park Leisure Centre (café) to Hospitality Service Providers Pty Ltd (HISP).

#### **BACKGROUND:**

The café is currently operated by the City as part of the Beatty Park Leisure Centre operations.

The 2018 Beatty Park Facility Management and Business Review conducted by consultants Sport and Leisure Solutions Pty Ltd found that:

*“The most successful cafés in terms of service, food quality, stock control, waste management and financial performance, are those that are outsourced. Outsourcing has the benefit of guaranteed financial performance through the lease arrangement and in most cases, delivers professional operators that are incentivised through increased returns to perform at a high level in terms of customer satisfaction and the provision of quality food. Issues such as opening hours and minimum menu requirements, which can often present a challenge, can be addressed through lease documents.”*

In accordance with the above advice, Administration has investigated the outsourcing of the café operations, which aligns with the operating model used by a number of other local government operated recreation / gym facilities.

#### **DETAILS:**

The City invited expressions of interest for the lease of the café from 13 April to 20 May 2019, with the close of submissions extended from the original deadline of 10 May 2019. Advertisements were placed in the West Australian newspaper, Tenderlink and posted on the City's website. One compliant submission, from HISP, was received, as well as one non-compliant submission. Administration also contacted two other operators of cafes at recreation centres to advise of the expression of interest but no additional submissions were received.

HISP's submission, at **Attachment 1**, demonstrates a sound understanding of operating this type of café, extensive relevant experience and includes a sound business case.

Administration met with representatives of HISP and has reached agreement on the proposed lease terms. The outgoings fee has been negotiated to include utilities, building insurance, emergency services levy and rates for this portion of the Beatty Park Leisure Centre. The annual rent of \$22,984 proposed by HISP is contingent on a four month rent free period, which will allow HISP to set up and market the café.

**CONSULTATION/ADVERTISING:**

In accordance with section 3.58 of the *Local Government Act* local public notice of the proposed lease would be provided for a period in excess of two weeks, commencing in mid December and closing in late January. To take into account the end of year holiday period, advertisements would be placed in the local papers in December and also mid January. Local public notice would be provided in the following ways:

- Advertisements in the City's local newspapers and the West Australian in December and January;
- Public notice on the City, Library and Local History Centre and Beatty Park Leisure Centre notice boards; and
- Notices on the City's website, social media platforms and in the e-newsletter.

**LEGAL/POLICY:**

Section 3.58 of the *Local Government Act 1995 (Act)* provides that:

- “(2) *Except as stated in this section, a local government can only dispose of property to -*
- (a) the highest bidder at public auction; or*
  - (b) the person who at 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.*
- (3) *A local government can dispose of property other than under subsection (2) 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 a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
  - (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.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) the names of all other 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.*

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Providing public notice of the proposed lease with HISP is low risk as Council would need to consider any submissions prior to entering into the lease. Notice would be provided in the West Australian as well as local newspapers to ensure that the advertisement is well publicised and the most advantageous lease is secured for the City. The City would also obtain a market valuation for the café and this would be provided to Council.

**STRATEGIC IMPLICATIONS:**

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

Thriving Places

*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:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

The City currently operates the café at a net annual loss of \$73,000 on average.

The proposed lease fee is \$22,980 plus GST, subject to a four month rent free period, and the proposed outgoings fee is \$14,000.

The rent is proposed to be increased by 3 per cent per annum, with market rent reviews at the commencement of each of the two option terms. This would ensure that the lease fee aligns with market conditions.

The outgoings fee is proposed to cover the building insurance, emergency services levy, rates and utility costs associated with this portion of the Beatty Park Leisure Centre. If land tax is payable this would be payable directly by the lessee.

**COMMENTS:**

Outsourcing the operation of the café would allow the City to focus on its core business of running the leisure centre. It is anticipated that the private operation of the café would result in the more effective and efficient operation of the café, which should result in a better customer experience and enable the City to generate additional income from the café.

Public notice of the proposed lease would allow any other expression of interest to be lodged with the City and if provided these would be reported back to Council for consideration before approval of this lease. It is recommended that the CEO be delegated the authority to enter into the lease if no submissions or comments are received during the public notice period.



**7.2 REVIEW OF DRAFT ANNUAL REPORT 2018/19**

**TRIM Ref:** D19/163127

**Authors:** Joanne Fitzpatrick, Marketing and Communications Officer  
Gemma Carter, A/Manager Marketing and Communications  
Rossling Ellis, Manager Marketing and Partnerships

**Authoriser:** John Corbellini, A/Executive Director Community and Business Services

**Attachments:** 1. Draft Annual Report 2018/19  

**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 2018/2019 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 28 January 2019 at 6.00pm in the City's Council Chambers, to present the City of Vincent Annual Report for the 2018/2019 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 28 January and of the availability of the City of Vincent Annual Report for the 2018/2019 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 2018/2019 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 2018/2019 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 2018/2019, 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. The Annual Report for 2018/2019 is included as **Attachment 1**. 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 attached version of the Annual Report may be subject to formatting and styling changes to be determined by the Chief Executive Officer prior to publication.

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 **28 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 2018/2019 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*:

Innovative and Accountable

**SUSTAINABILITY IMPLICATIONS:**

Not applicable

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable



CITY OF VINCENT

# ANNUAL REPORT

2018/19

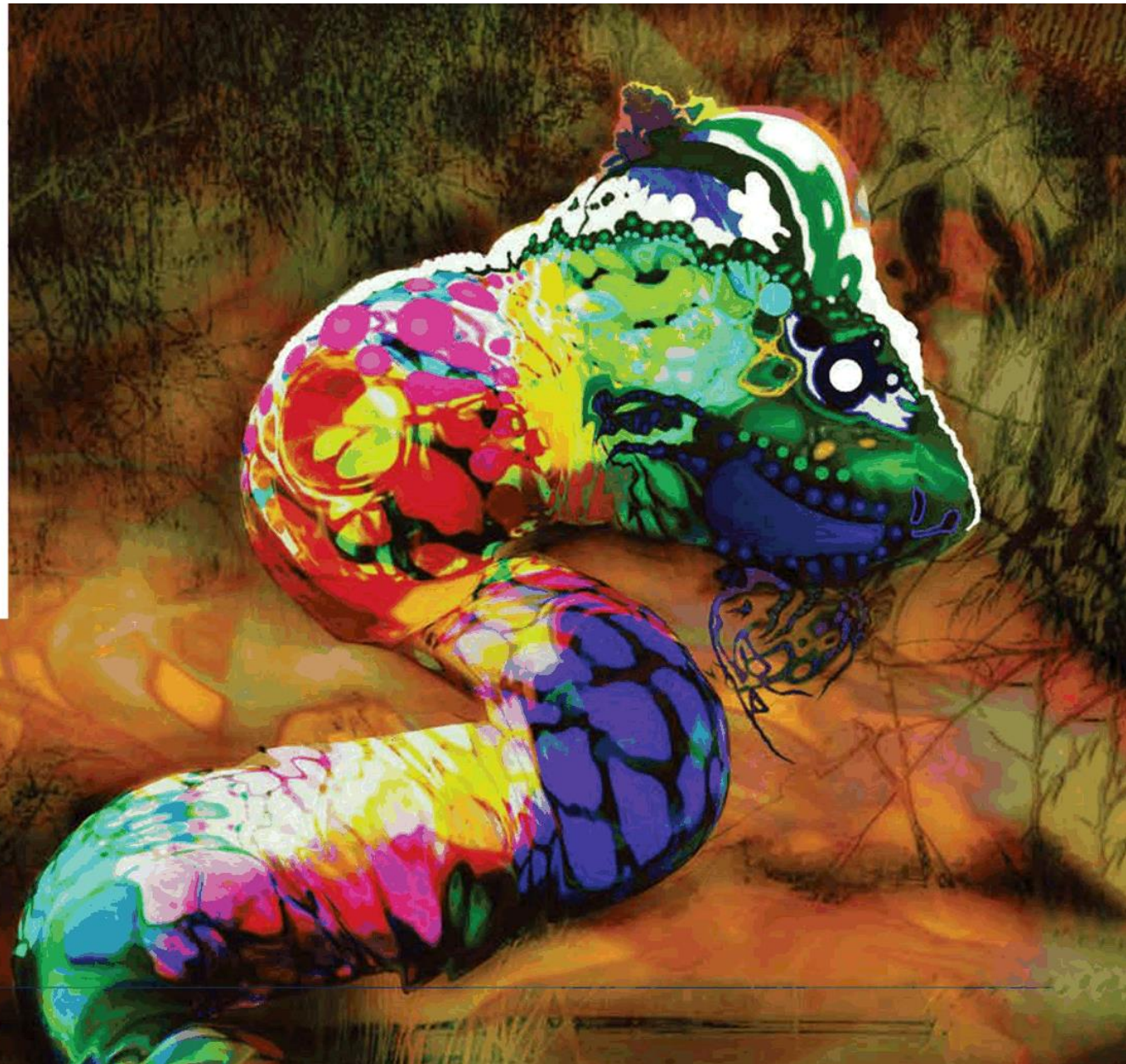


**Acknowledgement Of Country**

The City of Vincent acknowledges 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 unique and incomparable 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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## MAYOR'S MESSAGE

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Emma Cole  
MAYOR







## CEO'S MESSAGE

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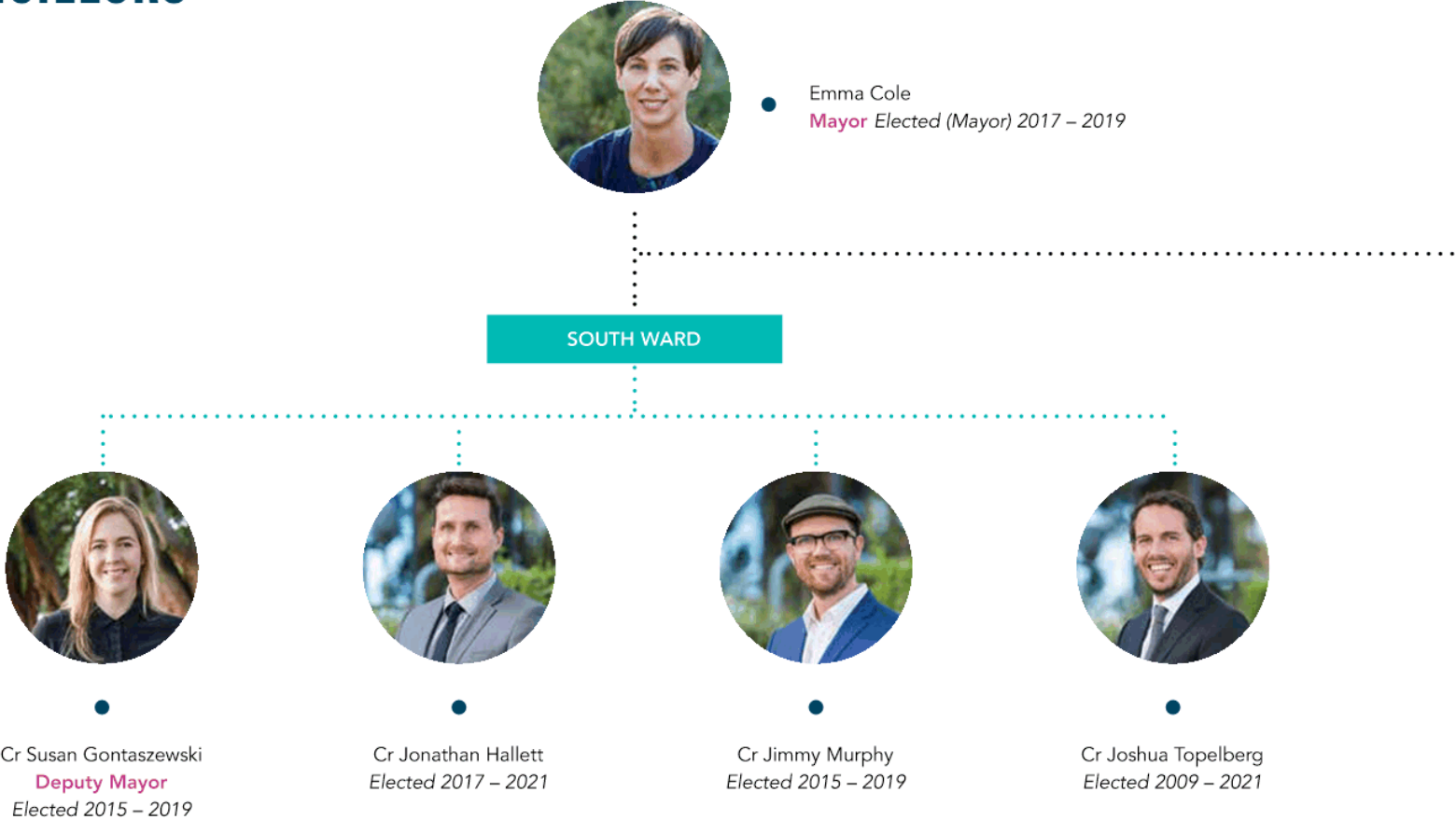
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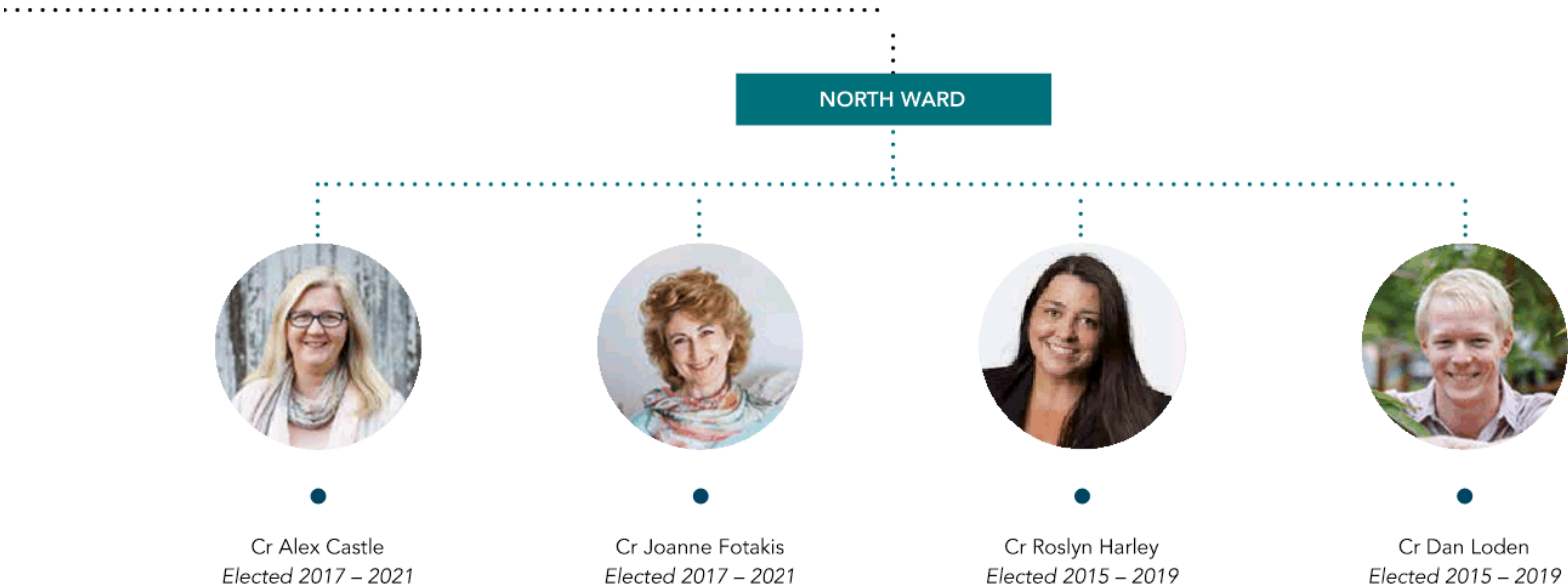


David MacLennan  
CEO



# COUNCILLORS





# EXECUTIVE MANAGEMENT TEAM



David MacLennan  
CEO 18 October 2018 onwards



Len Kosova  
CEO 4 August 2014 – 28 September 2018



Kerry Batten  
Director Corporate Services  
5 February 2018 – 6 May 2019



Michael Quirk  
Director Community  
Engagement  
2 May 2016 – 12 July 2019



John Corbellini  
Director Development  
Services  
19 September 2016 ongoing



Andrew Murphy  
Director Infrastructure  
and Environment  
22 January 2018 ongoing



Luke Gibson  
Acting Director Development Services  
22 May 2018 – 20 January 2019



## STRATEGIC COMMUNITY PLAN MISSION AND CORPORATE VALUES

Our newly adopted Strategic Community Plan (SCP) 2018–2028 sets out a mission for the City.

“In 2028, the City of Vincent is a leafy and vibrant 24 hour city which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says YES!”

## OUR VALUES

### Engaging

Listening, understanding and communicating is the key to our success.

### Accountable

We work openly and transparently to earn our community's trust.

### Making a Difference

Our work improves our community and the lives of our residents.

## OUR PRIORITIES

Our priority areas, as set out in the Strategic Community Plan, are defined below. They have been created from the feedback received from our community and reflect our past, present and future. No one priority is more substantial than another; each works in concert with the others to deliver on our community's overall vision.

### 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 identify and respond to specific local circumstances.

### Innovative and 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.



# CITY OF VINCENT PROFILE



**POPULATION OF 36,088** (Source: ABS 2018)



**TOTAL AREA OF 11.3km<sup>2</sup>**

**MEDIAN AGE OF 34 years** (Source: ABS 2016 Census Report)



**9 ELECTED MEMBERS**



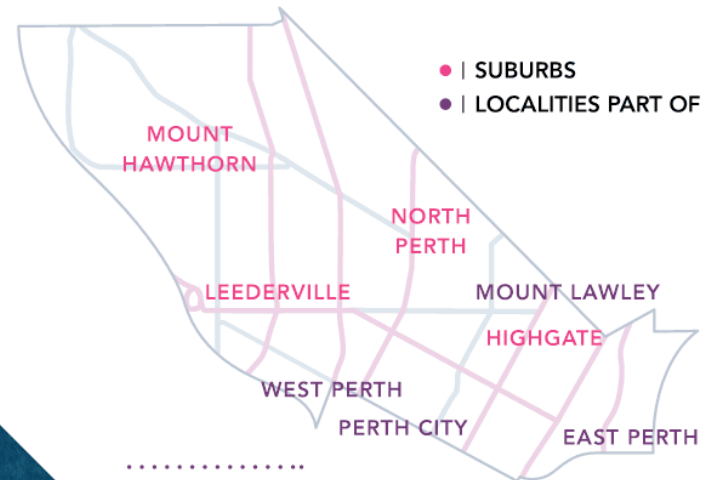
Mayor and eight (8) Councillors



**282 COUNCIL EMPLOYEES (FTE)**

(Source: ABS 2016 Census Report)

**2 WARDS NORTH & SOUTH**



**TOTAL AREA OF PARKS AND GARDENS 106.4 ha**

**260km OF FOOTPATHS**

**144km OF ROADS**

**RATEABLE PROPERTIES 18,730**

# TOP 10 PROJECTS FOR 2018/19



NORTH PERTH COMMON



LEEDERVILLE VILLAGE  
SQUARE



40KMh SPEED ZONE TRIAL



OXFORD STREET NORTH  
UPGRADE



NORTH PERTH TOWN CENTRE  
PLACE PLAN ADOPTED



CREATION OF OUR  
INNOVATE RECONCILIATION  
ACTION PLAN



ARTS DEVELOPMENT ACTION  
PLAN 2018 – 2020



POP UP PLAY LAUNCHED



WASTE STRATEGY  
2018 – 2023 APPROVED



SOLAR PANELS INSTALLED  
ON FIRST OF CITY  
MAJOR BUILDINGS

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# SERVICES PROVIDED



## Assets & Engineering

### Service Objective

Build, enhance and maintain community infrastructure.

### SCP Alignment

Primary SCP Priority: Accessible City

### Key Functions

- Managing and maintaining the local transport network
- Building and maintaining community infrastructure
- Building and supporting alternative transport modes
- Building, enhancing and maintaining public spaces
- Adopting alternative energy and water efficiency systems

### Service Performance 2018/19

In addition to a number of key projects delivered during 2018/19, the City maintained its assets and community infrastructure, including 144 kilometres of roads, 260 kilometres of footpaths, drainage, 26 carparks and City owned buildings. We reviewed our build infrastructure to ensure our facilities are fit for purpose, well maintained and well utilised, and removed some redundant buildings. The City also commenced buying only hybrid or electric cars as replacement fleet vehicles in 2018, in an effort to be more sustainable.



144

kilometres  
of roads  
maintained



260

kilometres  
of footpaths  
maintained



50%

City's fleet now  
hybrid or fully  
electric

## Parks & Urban Green

### Service Objective

Maintain and enhance our public open space to provide a sustainable green environment for the community.

### SCP Alignment

Primary SCP Priority: Enhanced Environment

### Key Functions

- Turf management
- Landscape services
- Street trees
- Environmental programs
- Playgrounds and infrastructure
- Irrigation and water management

### Service Performance 2018/19

The City maintains 48 parks and reserves and 106.4 hectares of parks and gardens throughout Vincent.

We take our responsibility to protect, enhance and effectively manage our natural and built environment seriously. Through our Greening Plan 2018-2023, we have committed to Greening Vincent via a number of opportunities to increase overall tree canopy cover, create more liveable neighbourhoods and foster biodiversity on both public and privately owned land.

In 2018/19, the City's Greening Vincent initiatives included:

- Planting of 526 trees across Vincent, including 225 street trees, 47 new trees in parks, and 254 in greening plan projects.
- Planting of 7,000 native tubestocks at Les Lilleyman Reserve.
- Assisting residents to convert 116 turfed or weedy verges into water wise native gardens through our Adopt-A-Verge program.
- Delivery of the annual Greening Vincent Garden competition and biannual Native Plant sales.



526  
trees planted



7,000  
native  
tubestocks  
planted



116  
verges  
adopted



## Waste Collection & Recycling Services

### Service Objective

Delivery of the City's Waste Strategy Projects 2018-2023, with the vision of zero waste to landfill by 2028.

### SCP Alignment

Primary SCP Priority: Enhanced Environment

### Key Functions

- Domestic and commercial waste and recycling collections.
- Street and parks public waste collection.
- Verge bulk waste collections (green waste and bulky household items, including on-demand collections).
- Street and precinct cleaning.

- Management of illegal dumping.
- Bin/infrastructure delivery, repairs and maintenance.
- Waste education, engagement and advocacy.

### Service Performance 2018/19

In 2018/19, the City ran a number of waste education sessions and events to encourage residents to reduce the amount of waste and learn more about recycling, composting, reusing, decluttering and reducing waste. The City achieved a waste recovery rate of 47% for 2018/19, up from 46% in 2017/18 and 39% in 2016/17. The table below provides an overview of our waste management and recovery over the past financial year.

Main sources of City waste	Tonnage collected 2018/19	Tonnage diverted from landfill 2018/19
Rubbish – green lid bin	11,467	4,219
Recycling – yellow lid bin	3,620	3,055
Bulk hard waste (junk)	679	98
Bulk green waste	432	432
Street litter bins	443	0
<b>TOTAL</b>	<b>16,641</b>	<b>7,804</b>

Our long-term vision is to achieve zero waste landfill by 2028, as set out in our new Waste Strategy 2018-2023.



**11,467**

tonnes of rubbish  
in green lid bin



**3,620**

tonnes of  
recycling collected



**16,641**

total tonnes of  
waste collected





## Beatty Park Leisure Centre

### Service Objective

To provide a place where everyone in our community can be physically active, connect with others and improve their health and wellbeing.

### SCP Alignment

Primary SCP Priority: Connected Community

### Key Functions

- Offer programs, services and opportunities for social inclusion, health and wellbeing, education and safety.
- Provide a safe, compliant, contemporary, accessible, sustainable facility.
- Provide a safe, clean, well-presented and efficiently managed facility.
- Provide a friendly and welcoming environment offering an efficient and consistent level of service by knowledgeable and well-trained staff.

### Service Performance 2018/19

In 2018/19, Beatty Park saw 889,000 visitors through its doors, up from 810,000 visitors in 2017/18. Overall membership and swim school enrolments also increased in 2018/19. Beatty Park continued to act as a community hub, with specialised fitness programs and swim classes, to foster a love of swimming for everyone.

	2018/19	2017/18
Total Attendances	889,000	810,000
Total Members (as at 30 June 2019)	3,400	3,198
Total Swim School Enrolments (as at 30 June 2019)	2,160	1,933
<b>Total Number of Fitness Classes (per month)</b>	440	497



**889,000**  
total attendance in  
2018/19

•



**3,400**  
total members

•



**2,160**  
total Swim School  
Enrolments





## Library & Local History Centre

### Service Objective

Build and strengthen community and connections  
- providing equitable access to information and supporting lifelong learning.

### SCP Alignment

Primary SCP Priority: Connected Community

### Key Functions

- Library lending and information service.
- Interlibrary loans.
- Collection management.
- Children programs and events.
- Adult programs and events.
- Books on Wheels service.

### Service Performance 2018/19

The City of Vincent Library and Local History Centre is a key hub for our community. Both services saw an increase in usage and experienced a number of highlights throughout 2018/19, including:

### Library

- Installation of a new library management system.
- 179,000 items borrowed (an increase of 3.1% compared to borrowings in 2017/18).

- 566 (on average) items a month delivered by Books on Wheels.
- 100 Storytime sessions, attracting 1,401 children and 1,208 adults.
- 100 Baby Rhyme Time sessions, attracting 2,351 children and 2,252 adults.
- 35 events and seminars for adults.

### Local History Centre

- 100 photos and 22 written entries into our Local History Awards.
- 16,216 hits on our Image Library catalogue.
- 1,163 complex enquiries answered.
- 644 people attending events in the Local History Centre.



**100**

Photo entries  
into Local History  
Awards



**16,216**

Image Library  
hits



**179k**

Items  
borrowed

## Strategy & Place

### Service Objective

Planning high quality places for a connected community

### SCP Alignment

Primary SCP Priority: Sensitive Design

### Key Functions

- Strategy
- Project management
- Urban growth
- Community empowerment

### Service Performance 2018/19

The City of Vincent comprises 18,879 private properties and six major Town Centres.

In 2018/19, the City of Vincent implemented a number of amendments to its Local Planning Policies and the Local Planning Scheme No. 2, in order to maintain the unique and highly valued fabric of Vincent's established residential areas whilst encouraging sensitive, higher density development in our Town Centres and along major roads

Audits to the City's streetscape character and parking capacity and availability throughout Vincent were also completed.

The City provided \$60,000 in heritage assistance to building owners. In addition, we delivered \$52,500 in grants across the City's six Town Teams for a variety of local projects to improve the performance of our Town Centres and contribute to Town Teams becoming more sustainable not-for-profit entities.



## Development & Design

### Service Objective

Creating and maintaining vibrant and sensitively designed places to support the growth of our community.

### SCP Alignment

Primary SCP Priority: Sensitive Design

### Key Functions

- Providing specialist advice and empowering the community to inform planning proposals.
- Decision making and processing a range of planning applications in accordance with the legislative planning framework.
- Engaging with the City's Design Review Panel to influence development outcomes.
- Participating in State Administrative Tribunal appeals with respect to planning decisions.
- Providing insight in the implementation of the planning policy framework to enable continual improvement.

### Service Performance 2018/19

In 2018/19, the City of Vincent received 515 development applications, with an average 84 days taken to determine development applications.

## Regulatory Services

This was a 46% reduction in processing time compared to 2017/18. In total, 330 new dwellings were approved over the last financial year.

	2018/19	2017/18
Total Development Applications Received	515	482
Average Number of Days to Determine Development Applications	84	155
Total Development Value for Received Applications	\$229,552,218	\$191,986,022
<b>Total Number of New Dwellings Approved</b>	<b>330</b>	<b>238</b>



**515**

development applications received



**46%**

reduction in processing time



**330**

new dwellings approved

### Service Objective

Supporting the wellbeing and growth of the community through delivery of environmental health, building and compliance services and projects.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Community advice, response and empowerment relating to development and wellbeing.
- Environmental health, planning and building investigations and compliance.
- Monitoring risks of food businesses, swimming pools and other health and building areas.
- Decision making relating to building permits, events, new food businesses and other health approvals.
- Continual improvement of environmental health, building and compliance frameworks.
- Public education and public health planning.

### Service Performance 2018/19

In 2018/19, the City delivered a number of environmental health, building and compliance services and projects, as outlined below.

### Building

Over the last financial year, the City of Vincent determined 741 building applications, a 5.11% increase on the previous year's total of 679 applications. The total building project value of these applications was \$169,394,637.

In 2018/19, there were 923 registered private pools within the City of Vincent. A total of 340 of these were inspected throughout the 2018/19 financial year, a 16.8% increase on the previous financial year.

### Compliance

The City of Vincent's Compliance Officers are tasked with ensuring compliance to the City's planning and building regulations and requirements.

In 2018/19, the City's Compliance Officers investigated 359 building and planning complaints made by City ratepayers and residents, and issued 13 planning infringement notices, three planning directions and 20 building orders. Two prosecution cases were finalised and both resulted in successful convictions in response to planning and building offences.

There was a 300% increase in the issuing of Building Orders in 2018/19, mostly related to building or incidental structures that were believed to be in a dangerous state or were as a result of a statewide Cladding Audit.

### Health

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.

In 2018/19, our Health Services undertook a large number of inspections and activities, as outlined below.

Item	Number
Health Customer Service Complaints	705
Food Business Inspections	1,099
Public Building Inspections	129
Water Sampling	251
Food Sampling	77
Lodging House Inspections	16
Liquor Applications	34
Noise Exemption Permits These were assessed and issued to builders and event organisers for specific activities with strict conditions.	136
Temporary Public Buildings Approved and Inspected These included event area marquees, stages and structures.	51
Temporary Food Stall Permits Issued for Public Events	436



**741**

building applications received



**359**

building & planning complaints investigated



**923**

registered private pools

### Ranger Services

#### Service Objective

Ensure a safe and accessible city for all.

#### SCP Alignment

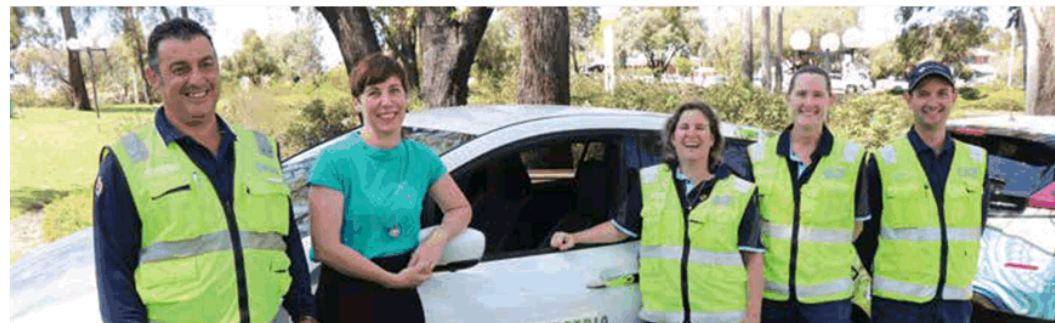
Primary SCP Priority: Innovative and Accountable

#### Key Functions

- Parking and traffic management.
- Animal control.
- Public amenity management.
- Emergency management.

#### Service Performance 2018/19

The City's rangers provide a variety of services to help create a safer Vincent community, including dog control, security and parking. In 2018/19, the Ranger vehicles were redesigned with a fresh new look that includes an artwork called 'Boodjar Nakolak Yanginy (Sharing the Knowledge of the Land)' by local artist, Jade Dolman.



#### Key Performance Statistics 2018/19

Item	Number
Total Number of Animals Registered in the City of Vincent	4,169
Animals Registered in 2018/19	933 dogs 288 cats
Dog Complaints Issued and Dealt with by Rangers	438
Parking Revenue	\$5,435,464
Parking Infringements Issued	28,029
Residential Parking Permits Issued	12,373
Road and/or Footpath Obstruction Permits Issued	353



**4,169**

animals registered



**28,029**

parking infringements issued



**12,373**

residential parking permits issued





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Community Partnerships

Service Objective

Partnering with community to build capacity. Planning collaboratively for better spaces and places.

SCP Alignment

Primary SCP Priority: Connected Community

Key Functions

- Access and Inclusion.
- Reconciliation.
- Youth projects and programs.
- Seniors projects and programs.
- LGBTIQ+ liaison.
- Community funding.
- Recreation planning and club liaison.
- Community facilities.

Service Performance 2018/19

Throughout 2018/19, the City of Vincent maintained and hired out 8 community facilities, 9 sports grounds, 27 parks and 3 town squares. We held over 75 events to celebrate our City's diversity. This included 25 events to celebrate cultural diversity, 43 events and workshops aimed specifically at youth, and 10 events for seniors.

We also provided more than \$120,000 in community grants, as outlined below.

Item	Grant Amount
Collaborative grant to address homelessness	\$85,000
Community support grants	\$16,530
Seedling grants	\$16,887
Donations to local non-profits	\$3,500
<b>TOTAL</b>	<b>\$121,917</b>



75

events to  
celebrate  
diversity

•



47

bookable  
community  
facilities

•



\$121k

in community  
grants



## Marketing, Culture & Arts

### Service Objective

Delivery of the City's communication tools, messages and cultural outcomes to ensure the best outcomes for our residents and businesses.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Marketing and public relations.
- Community consultation.
- Graphic design.
- Civic and cultural events.
- Art and activation.

### Service Performance 2018/19

The City of Vincent has a diverse, engaged community who value the arts and participate in communal events that create a sense of local identity and place. In 2018/19, we continued to communicate and consult with our residents about City services and projects in a variety of ways.

In August 2018, the City of Vincent Council endorsed the Arts Development Action Plan, which provides a strategic framework and a clear set of themes, goals and deliverables for 2018–2020.

### Festivals and Events

In 2018/19, the City provided sponsorship of \$229,450 and an additional \$106,450 in-kind support to 13 major community events held in Vincent. It is estimated these events were attended by around 150,000 people in total.

Events sponsored in 2018/19 included:

- Australiyaniality
- Building a Better Beaufort Street
- City of Vincent Football Match
- City of Vincent Moving Pictures
- Hyde Park Fair
- Leedy Palooza
- Mt Hawthorn Streets and Lanes Festival
- Mt Hawthorn Youth Events
- Halloween on Angove Street
- Pride Fairday
- Revelation Film Festival
- St Patrick's Day Parade and Family Fun Day
- WAMFest Laneways Gigs



13

major community events held



150,000

estimated attendance



\$335,900

total sponsorship and in-kind support

## Customer Service

### Service Objective

Providing an outstanding customer experience.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Customer service and advice.
- Reception.
- Cashiering.

### Service Performance 2018/19

In 2018/19, the City of Vincent continued to strive towards excellent customer service and first point contact resolution wherever possible; to answer routine questions from the public without redirecting a customer to another staff member.



10

staff including part-time and casuals



3

phone lines manned



5

ways to contact us

## Office of the Chief Executive Officer

### Objective

To ensure the City achieves its strategic goals, responsibly and strategically manages its freehold and crown land, controls risks and facilitates consistent, transparent and accountable decision making.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Council support.
- Risk management.
- Corporate governance.
- Project management office.
- Innovation and sustainability.
- Land management.

### Service Performance 2018/19

In 2018/19, our governance policies and procedures continued to be embedded throughout the City, reinforcing our commitment to transparency and accountability. We also established a Project Management Office under the Office of the CEO and consulted with our community on a land swap arrangement with Aranmore Catholic College.



288

solar panels installed



26

council meetings & briefings



XX

reports delivered to council

## Financial Services

### Service Objective

High performing financial function, delivering value through sound financial management and collaboration.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Financial management.
- Rates management.
- Procurement.

### Service Performance 2018/19

In 2018/19, we continued to deliver sound financial management for the City. This included a more robust and interactive budget process, involving community collaboration and a number of workshops with Councillors and administration, to determine the 2019/20 budget.



75

events to celebrate diversity



25

events to celebrate cultural diversity



43

youth events

## Human Resources

### Service Objective

Create an environment where our people feel safe, are able to grow as individuals and professionals and create a culture that leads by example through our values and commitment to the City's strategic plans. Attract, develop and retain talent.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Attraction and recognition.
- Organisational development.
- People, safety and capability processes.
- Health, safety and wellbeing.
- Equity and diversity.

### Service Performance 2018/19

In 2018/19, we undertook a wide-ranging employee engagement survey to measure satisfaction and opportunities for improvements within the City. City of Vincent staff undertook cultural awareness training under our Reconciliation Action Plan, and 75 City staff became Mental Health First Aiders to increase the knowledge and support given to people with mental health issues.



29

new permanent employees



71

mental first aiders



40

fire wardens

## Information & Communications Technology

### Service Objective

A workforce and community that is digitally-enabled to be mobile, responsive, smarter and safer.

### SCP Alignment

Primary SCP Priority: Innovative and Accountable

### Key Functions

- Information governance, security and strategy.
- Freedom of information.
- Records management, awareness and training.
- Technology analysis, strategy, planning and implementation.
- Communications assets (infrastructure and systems) governance and operational support.
- Global information systems (GIS) governance, operations and strategy.
- Our physical assets are efficiently and effectively managed and maintained.

### Service Performance 2018/19

In 2018/19, we developed an ICT strategy and security roadmap to improve our technology and ability to manage cyber issues and risks. We also improved call centre functionality for Beatty Park and made improvements to GIS mapping. In addition, we started transitioning to a cloud and hosted environment, as physical equipment reaches its end-of-life, to reduce energy costs and improve data security.





# PROJECTS DELIVERED

In 2018/19, the City of Vincent implemented and worked towards completing a number of projects and initiatives through its Corporate Business Plan (CBP). Progress against these projects is outlined below.



TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
<b>Enhanced Environment</b>			
1.1 Sustainable Environment Strategy	Review and implement the Sustainable Environment Strategy in liaison with Council's Environmental Advisory Group.	CEO's Office	Draft Sustainable Environment Strategy and Implementation Plan approved for community consultation in May 2019. Presented to Council for final adoption in July 2019.
1.2 Minimise Single Use Plastics	Implement the recommendations of the single use plastics investigation completed in 2017/18 relating to advertising banners; bottled water; balloons; event waste; and disposable plastics used within the City's hired and leased facilities.	CEO's Office	All scheduled projects completed in 2018/19, including replacing single vinyl event banners with recyclable pressed cardboard signs and changing to compostable dog waste bags in Vincent parks.
1.3 Solar Photovoltaic Panel System Installation	Installation of large-scale solar photovoltaic panels at various sites.	Infrastructure & Environment	Two of four installations were completed in 2018/19 (Library and Depot). The remaining two installations (Administration and Beatty Park Leisure Centre) were completed in August 2019.
1.4 Water and Energy Efficiency Initiatives	Implementation of various water and energy efficiency measures across City buildings.	Infrastructure & Environment	Projects completed in 2018/19 include LED lighting upgrades in locations across the City and installation of a dedicated hot water main at Beatty Park Leisure Centre, to limit cold water wastage.
<b>Accessible City</b>			
2.1 Prepare an Urban Design Concept for View Street Car Park and Surrounds	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 between View Street and Angove Street. As reported to Council in July 2017.	Development & Design	Site investigations proposed in preparation for the concept development phase being implemented during 2019/20.
2.2 Car Parking Strategy and Integrated Transport Plan	Review the City's Car Parking Strategy and prepare an Integrated Transport Plan.	Development & Design	The City worked with Council and the Urban Mobility Advisory Group (UMAG) in 2018/19 to set visions and priorities, with a view to drafting the Integrated Transport Plan and undertaking community consultation in 2019/20. The project is currently on track and scheduled to be completed in 2019/20.
2.3 Implement 40km/h Speed Zone Trial	Undertake community consultation to determine the level of community support for implementing a 40km/h speed zone trial in the south of Vincent. Subject to community support and Council approval, implement the trial in 2018/19.	Infrastructure & Environment	Trial commenced 29 April 2019. Data being collected from the trial will inform the Road Safety Commission's study, with preliminary results expected in May/June 2020.



TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
2.5 New Signalised Pedestrian Crossings Program	Install new signalised pedestrian crossings.	Infrastructure & Environment	New signalised crossing installed at Vincent Street near Florence Street. Future sites to be installed in partnership with Main Roads as scheduled in 2019/20 and 2020/21.
2.6 Bicycle Network	Design and implementation of the Bicycle Network Plan – includes pathways and bike lanes.	Infrastructure & Environment	Loftus Street bike lane project undertaken, with completion in early July 2019.
2.7 Road Maintenance Programs	Road maintenance and upgrades, including State Blackspot, Local Roads, Metropolitan Regional Roads and Roads to Recovery Programs.	Infrastructure & Environment	2018/19 works program completed. Most works were completed on schedule or with only minor delays.
2.8 Traffic Management Improvements	Various traffic management improvements.	Infrastructure & Environment	2018/19 traffic management improvements included addressing unknown blackspot areas (e.g. the installation of a new roundabout at the intersection of Lincoln and Wright Streets, Highgate).
2.9 Car Parking Upgrade/Renewal Program	Various car park improvements.	Infrastructure & Environment	2018/19 works program completed on schedule, including upgrades to the Chelmsford and Raglan Road carpark and connecting the Rosemount Hotel carpark through to the View Street carpark.
2.10 Charging Point at Banks Reserve	Request to have a power point installed along the Banks Reserve river foreshore for recharging electric wheelchairs and other personal mobility devices.	Community & Business Services	Included in the Banks Reserve Master Plan Implementation (CBP Item 4.6). Boardwalk and plaza detail construction is listed for 2020/21, which will include the installation of a wheelchair charge point.
2.11 Parking Permit Technology	Implement electronically readable parking permits (barcoded, QR coded etc.) and subsequently e-permit technology to further simplify and streamline the customer experience associated with Council's revised Parking Permits Policy.	Community & Business Services	E-permit technology options investigated in 2018/19, in preparation for implementation across 2019/20 and 2020/21.
2.12 Review and Upgrade the City's Parking Management Systems and Infrastructure	Identify and implement contemporary systems and infrastructure to improve the City's parking management capabilities.	Community & Business Services	Additional ticket machines installed in the Avenue Car Park and the Parking Machine Asset Replacement Program on schedule.

TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
<b>Connected Community</b>			
3.1 Prepare a Community Partnerships Strategy	Prepare a Community Partnerships Strategy (formerly Community Development Strategy) based upon key findings within the Strategic Community Plan that will provide the basis for service delivery by the City's Community Partnerships Team.	Community & Business Services	Project on hold during 2018/19.
3.2 Prepare an 'Innovate' Reconciliation Action Plan	Prepare and implement an 'Innovate' Reconciliation Action Plan as part of the City's ongoing commitment to reconciliation and cultural development.	Community & Business Services	Our 'Innovate' Reconciliation Action Plan was drafted, reviewed, approved by Reconciliation Australia and put out for community consultation in 2018/19. It was publicly launched on 6 July 2019 at the Kaya Wandjoo Festival in North Perth as part of our NAIDOC Week celebrations.
3.3 Prepare Town Centre Branding and Marketing Plans	Develop key brand identities, social media and website strategies, and other marketing initiatives to support Town Centre activation and economic development.	Community & Business Services	Project deferred in 2018/19.
3.4 Prepare a Community Engagement Charter for Implementation Through Policy.	Prepare a Community Engagement Charter, as part of a new Community Engagement Policy that will establish the framework and tools to guide how we speak with and listen to our community.	Community & Business Services	Project due for completion in 2019/20.
3.5 Prepare and Implement an Arts Strategy	Prepare an Arts Strategy to guide creative communities, activities and spaces, as identified in the City's Arts Priorities endorsed by Council in May 2017.	Community & Business Services	Art Development Action Plan 2018-2020 adopted by Council on 21 August 2018, with implementation to commence in 2019/20.
3.6 Prepare and Implement a New Community Safety and Crime Prevention Plan	Prepare a new Community Safety and Crime Prevention Plan in collaboration with the community and key stakeholders.	Community & Business Services	The draft Safer Vincent Plan was presented to council on 28 May 2019. A report will be presented back to Council in 2019/20, following community consultation.
3.7 Deliver a New, High Quality and Iconic Public Artwork	Procure and install a new public artwork within Vincent.	Community & Business Services	Site investigations were carried out and Expressions of Interest drafted in 2018/19 to find a suitable artist.
3.8 Review and Upgrade the City's CCTV Network	Upgrade the City's existing CCTV network to better meet community needs and align with the State CCTV Strategy.	Community & Business Services	Upgrade of the Beaufort Street CCTV network commenced in 2018/19 and will be completed in 2019/20, in accordance with the Federal Government Grant Agreement.
3.9 Laneway Lighting Program	Installation of solar laneway lighting within priority locations in Mt Hawthorn and Mt Lawley/Highgate.	Community & Business Services	Contractor awarded and lighting completed in Mt Lawley. Other lighting installations are due for completion in 2019/20.

TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
<b>Thriving Places</b>			
4.1 Review, Prepare and Implement Woodville Reserve Master Plan	Review the 2012 Woodville Reserve Master Plan and prepare a revised Plan that effectively responds to current/future community needs, maximises land use and asset sustainability, and aligns with Council's focus on creating more inviting green and open spaces.	Community & Business Services	Review of Master Plan to commence in 2019/20. The full budget impact and funding model will be determined through the Review.
4.3 Review the Economic Development Strategy 2013-2016	Review and renew the City's Economic Development Strategy in liaison with Council's Business Advisory Group and in accordance with Council's endorsement of the Business Advisory Group's Key Priorities from 26 June 2018.	Development & Design	Scoping for a new Strategy was undertaken in 2018/19 and a draft prepared and considered by the Business Advisory Group. It will be presented to Council and go out for community consultation in 2019/20.
4.4 Prepare and Implement the Leederville Oval Master Plan	Prepare a detailed Master Plan to guide the future development and management of Leederville Oval as multi-use venue within Leederville Town Centre.	Community & Business Services	Master Plan progressed in 2018/19 with a \$60,000 contribution from the WA Football Commission and Department of Local Government, Sport and Cultural Industries.
4.5 Implement Public Open Space Strategy outcomes	Implement key outcomes upon completion of the Public Open Space Strategy, adoption by Council and finalisation of a capital funding model.	Infrastructure & Environment	Provisional sum included in the 2018/19 capital budget. Pop Up Play initiative launched to test play spaces suitable for older children and teenagers - a gap identified through the Public Open Space Strategy.
4.6 Implement Banks Reserve Master Plan	Implement key outcomes upon completion of the Master Plan, adoption by Council and finalisation of a capital funding model.	Infrastructure & Environment	Community consultation on Banks Reserve Master Plan undertaken in late 2019. Construction of the Active and Playground zone will commence in 2019/20.
4.8 Deliver North Perth Common	Implementation of former CBP Item 9.7 and report to Council on the same in July 2017.	Development & Design	North Perth Common officially opened to the community on 15 June 2019.
4.9 Parks Upgrade/Renewal Program	Routine parks upgrade/renewal works.	Infrastructure & Environment	Routine park upgrades and renewal works completed to schedule.
4.10 Streetscape improvements Program	Streetscape improvements at various locations.	Infrastructure & Environment	Improvements undertaken throughout the year.
4.11 Mount Hawthorn Community Centre Upgrade	Mount Hawthorn Community Centre redevelopment to enhance its use and functionality; better cater for current and future community needs; improve its fitness for purpose and asset condition; and better integrate with Braithwaite Park.	Infrastructure & Environment	Mount Hawthorn Community Centre (Lesser Hall) construction completed in June 2019.
4.12 North Perth Town Hall Upgrades	Installation of air-conditioning and boundary fence renewal.	Infrastructure & Environment	Upgrades completed in 2018/19.





TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
<b>Sensitive Design</b>			
<b>5.1</b> Prepare Draft Leederville Activity Centre Plan	State Planning Policy 4.2 – Activity Centres.	Development & Design	Project due for completion in 2019/20.
<b>5.2</b> Investigate a Planning Framework for Each of the City's Town Centres and Claisebrook	Local Planning Strategy, Action 1.4.2 - Economy and Employment: Appropriately zone and/or prepare structure plans or area specific plans for planned growth areas to facilitate a mix of compatible residential and commercial development opportunities.	Development & Design	Internal scoping work was undertaken in 2018/19 to review scale, capacity and funding requirement to undertake two Town Centres each year, commencing 2019/20.
<b>5.3</b> Heritage Strategic Plan	Review and renew the City's Heritage Strategic Plan 2013-2017.	Development & Design	Draft being prepared. Project timeline extended into 2019/20.
<b>5.4</b> Develop a Water Sensitive Urban Design (WSUD) Plan	Develop a Water Sensitive Urban Design Plan in response to 2017/18 Community Budget Submission 8.6.	Infrastructure & Environment	To be progressed in 2019/20 for implementation in 2020/21.
<b>5.5</b> Character Retention and Precinct Planning	Implement a proactive approach to character retention within Vincent: identifying high value/high risk areas, engaging/assisting residents and, based on lessons learnt to date, improving the policy/process to further streamline the approach (e.g. develop a baseline set of guidelines covering height, setbacks, visibility of additions from the primary street etc.).	Development & Design	Demonstration precinct endorsed by Council in 2018/19. Project timeline for finalisation of the planning framework extended into 2019/20.
<b>Innovative and Accountable</b>			
<b>6.1</b> Prepare a City of Vincent Marketing Plan	Develop a detailed three-year marketing plan based on key outcomes within the Strategic Community Plan that reflects Council's objectives and community aspirations, along with a structured annual planner of all key events and activities.	Community & Business Services	Deferred to be considered as part of Community Engagement Working Group Agenda.
<b>6.2</b> Finalise and Implement Community Buildings Lease and Licence Framework	Finalise and implement a new lease and license framework for the City's community buildings, balancing community and social impacts; asset management and lifecycle cost implications; and statutory and legal considerations.	Community & Business Services	Draft Property Management Framework prepared with a view to rolling it out in 2019/20.



TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
6.3 Review and Upgrade the City's Website, Councillor Portal and Intranet	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.	Community & Business Services	Next phase (phase 4) of website development and implementation, including a range of digital tools to improve functionality, completed.
6.4 Information Technology Upgrade/Renewal	Various IT equipment replacement and upgrades, including installation of corporate Wi-Fi system.	Information & Communications Technology	Completed with further works planned for 2019/20.
6.5 Beatty Park Leisure Centre – Options Project	Development of options to resolve known and any yet to be identified issues related to Beatty Park Leisure Centre, inclusive of heritage, structural and business model solution development.	CEO's Office	Structural Engineer engaged to present findings in 2019/20.
6.6 Beatty Park Leisure Centre Structural and Condition Upgrade	Prepare and implement Beatty Park Leisure Centre structural and condition upgrades through consideration of heritage, asset management, commercial development options, business performance and community values.	Community & Business Services	Project pending outcome of CBP 6.5.
6.7 Implement Electronic Lodgement and Assessment of Development Applications	Upgrade corporate systems and software to enable on-line lodgement and tracking of development applications.	Strategy & Development	Workflows have been developed, project delayed until 2019/20.
6.9 Implement Improvement Plan for Risk Management, Internal Controls and Legislative Compliance	Continued implementation of the Improvement Plan adopted by the Audit Committee in July 2016 (subsequently endorsed by Council) and revised by the Committee in March 2017.	CEO's Office	Work progressed on Risk Management Framework.
6.10 Ward Review	Carry out a Ward Review, as required by the Local Government Act 1996 (Schedule 2.2, Clause 6).	CEO's Office	Completed.

TITLE OF WORKS	DESCRIPTION OF WORKS	RESPONSIBLE AREA	2018/19 ACTION TOWARDS COMPLETION
6.11 Upgrade/Replacement of the City's Enterprise Applications and Financial Management System	Upgrade/replace the City's Corporate Operating System, including addition of systems such as Asset Management (including Mobility), Human Resource Modules, electronic invoice approvals etc.	Information & Communications Technology	Process mapping and data cleansing activities undertaken and ICT Strategy being developed.
6.14 Business Continuity Plan	Develop and implement business continuity plans for the City including recovery of IT systems.	CEO's Office	Consultant engaged to prepare the Business Continuity Plan in 2019/20.
6.15 Asset Rationalisation Plan	Develop and implement a plan for rationalisation of City building assets in accordance with Council's decision of 29 May 2018.	Community & Business Services	Completed.
6.16 Administration and Civic Centre Upgrade/Renewals	Various upgrades/renewals to Administration and Civic Centre building.	Infrastructure & Environment	Minor refurbishment on Level 1 completed and occupied as per schedule. Community Hub and Admin Centre concepts to be developed for a staged implementation from 2019/20.
6.17 Digitised Aged Hardcopy Records	Digitisation of hardcopy files due to become State Archive records in 2019.	Information & Communications Technology	Completed 30 April 2019.



# MAJOR PLANS AND STRATEGIES

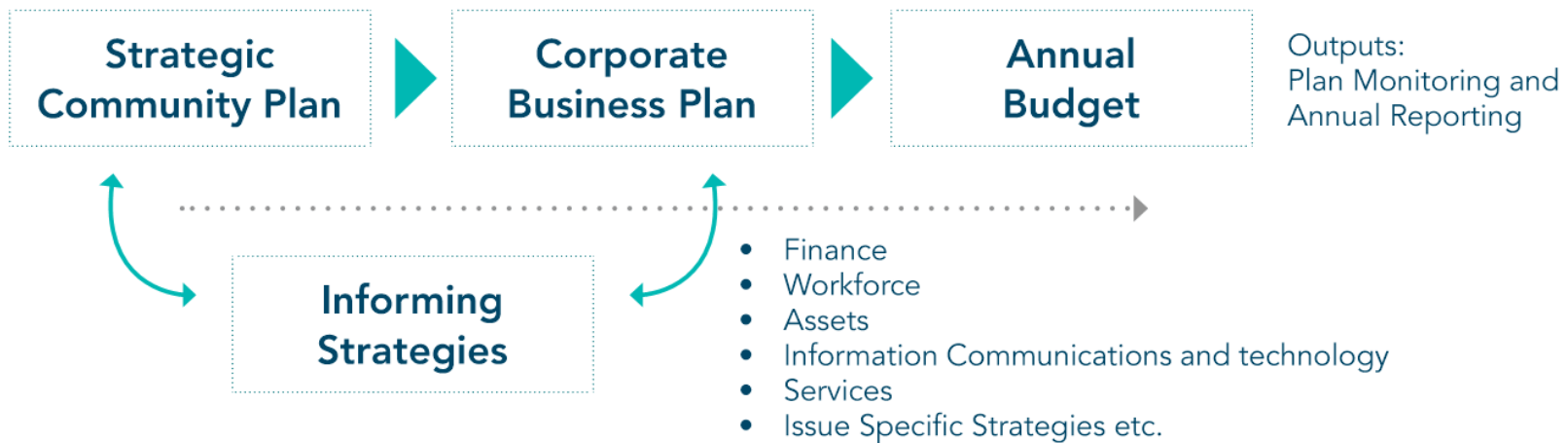
The City of Vincent operates through an Integrated Planning and Reporting Framework, outlined below.

This framework helps us to establish the Vincent community's vision for the future and its aspirations and service expectations, as well as drive the development of our plans, resourcing, and supporting strategies.



## COMMUNITY ENGAGEMENT

## MEASUREMENT AND REPORTING



## ELEMENTS OF INTEGRATED PLANNING AND REPORTING FRAMEWORK

## Strategic Community Plan (SCP)

Our guiding document establishing the community's vision, strategic direction, long and medium term priorities and resourcing implications over a minimum 10-year horizon.

The Strategic Community Plan was adopted by Council on 16 October 2018 and includes a number of outcomes and actions grouped under the six priority areas mentioned throughout this Annual Report. The plan was created in collaboration with the Vincent community.

## Corporate Business Plan (CBP)

Our four-year delivery plan, giving effect to the first four years of the 10-year Strategic Community Plan and delivering on the Council's Strategic Priorities for the benefit of our community.

## Annual Budget

Based on the projected costing of the related year of the CBP, with the opportunity for review and revision during the mid-year budget review process.

### Informing Strategies

These include our:

- **Long Term Finance Plan** – developed in 2018/19 to provide the City with a 10-year rolling plan to set

priorities in accordance with its financial resources, through consideration of key assumption-based analysis.

- **Workforce Plan** – identifies the workforce requirements and strategies for current and future operations, ensuring that our human resources support the delivery of the CBP and SCP.
- **Asset Management Plan** – provides guidance on service provision and whole of life-cycle asset management to support the City's financial sustainability and key service levels.
- **Issue Specific Strategies** – there are a number of issue specific strategies that inform our Integrated Planning and Reporting Framework, including:
  - Disability Access & Inclusion Plan 2017 – 2022
  - Greening Plan 2018 – 2023
  - Reconciliation Action Plan 2017 – 2018
  - Public Open Space Strategy 2018
  - Waste Strategy 2018 – 2023
  - Town Centre Place Plans
  - Community Safety & Crime Prevention Plan 2015 – 2018
  - Arts Development Action Plan

The City of Vincent's progress on these informing strategies throughout 2018/19 are provided in more detail onward.

## Disability Access & Inclusion Plan

The Disability Services Act WA 1993 (amended 2004) requires all local governments to develop, maintain and implement a Disability Access and Inclusion Plan (DAIP) every five years.

DAIPs benefit people with disability, the elderly, families and carers, and people from culturally and linguistically diverse backgrounds. The City's DAIP 2017 – 2022 ensures opportunities for continuous improvement towards an accessible and inclusive community where all people can enjoy the City's functions, facilities, services and events.

In the 2018/19 financial year, the City progressed the following actions, as part of its DAIP:

- Access audit on City managed facilities to provide data on venue accessibility.
- Promote the availability of accessible venues and facilities within the City.
- Promote the availability of information in alternative formats for people with disability.
- Include DAIP related information in the induction process for new staff and in briefing sessions and documentation for contractors.
- Provide disability awareness and DAIP training to all staff to improve their skills in communicating, interacting and offering assistance to people with disability.



- Educate staff to understand that quality service for people with disability applies to all City interactions, not just those occurring in the specified customer service unit.
- Ensure that all premises offered for the lodgement of complaints are physically accessible.
- Develop staff training and procedures to ensure a competent response to a wide range of complaint issues.
- Ensure that the City's complaint policies and procedures are consistent with the DAIP.
- Allow for consultation feedback to be taken 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.

### Greening Plan 2018–2023

The City of Vincent's Greening Plan is a pathway to delivering on our responsibility to protect, enhance and effectively manage our natural and built environment. It focuses on opportunities on both public and privately owned land to increase overall tree canopy cover, create more liveable neighbourhoods and foster biodiversity.

The City adopted its first Greening Plan in 2014. In 2018, the Greening Plan was reviewed, resulting in the development of Greening Plan 2018-2023 which was adopted by Council in September 2018.

The Greening Plan 2018-2023 identifies the following five key areas with specific targets and actions for each:

1. Increase canopy cover on public land
  - Increase tree canopy cover on land managed by the City of Vincent.
2. Enhance habitat and promote biodiversity
  - Increase the diversity and overall height of trees and other vegetation.
  - Linking areas of existing habitat and biodiversity through new habitat plantings across the City.
3. Greening the Town Centres
  - Improving the amenity of Vincent's Town Centres and reducing the urban heat island effect through trees and other vegetation.
4. Greening private land and new development
  - Develop mechanisms to encourage the retention of existing tree canopy.
  - Requiring the incorporation of tree canopy, green infrastructure and vegetation cover in new developments.
  - Advocating for changes to state planning legislation and policy to facilitate protection of existing tree canopy on privately owned land.
5. Greening the community
  - Increasing community awareness of the social and environmental benefits of trees and green spaces.
  - Inviting and supporting community involvement in greening activities.

### Reconciliation Action Plan Reflect

In April 2017, Council adopted the 'Reflect' Reconciliation Action Plan (RAP) and formally committed to working towards greater reconciliation with the Traditional Owners of the land, the Noongar people. The 'Reflect' RAP focused on building relationships with Aboriginal and Torres Strait Islander peoples. This resulted in the City successfully connecting with a significant number of Aboriginal people and businesses to incorporate Noongar culture and tradition in our workplace and community.

The City has strengthened its relationship with the local Noongar Elders and celebrated Noongar culture and tradition through numerous events, activities and workshops.

After extensive consultation with the Aboriginal and non-Aboriginal community since June 2018, and with the support of Reconciliation Australia, the City now moves to the second tier of a RAP known as 'Innovate'. The design for the 'Innovate' RAP is based upon the City's artwork acquired from local Noongar artists including Jade Dolman, Charmaine Cole and Rohin Kickett.

In 2018/19, the City progressed the following actions for its Reconciliation Action Plan:

- Inaugural NAIDOC Week Festival at Hyde Park.
- Close the Gap event held for City of Vincent staff.

- Noongar Story Time session held in the Vincent Library and Local History Centre.
- Welcome to Country and Acknowledgement of Country Policy review.
- Endorsement of the Innovate RAP by Reconciliation Australia after 10 months of community consultation on Friday, 21 June 2019.
- Endorsed and implemented an Aboriginal Traineeship program.
- Acknowledgement of Country included in staff email signature.
- Launch of Noongar Six Seasons Workshops for staff and community members.
- Reconciliation Week celebrations including a Bush Medicine Workshop with Vivienne Hansen.
- Purchase of artworks from local artists, including Jade Dolman, Darryl Bellotti and Robin Kickett.

## Public Open Space Strategy

The City of Vincent has a unique blend of parks, reserves and civic spaces within its boundaries. These public open spaces provide our community with space to exercise, socialise and participate in recreational, art, and cultural activities.

In 2018/19, the City prepared a Public Open Space Strategy to provide a guiding framework to assist the City to plan and prioritise future investment, development and improvements in our public open spaces for the next 10–15 years.

The City's main objectives in relation to open space include:

- Maximising the value of open spaces for the community through improved amenity and functionality.
- Identifying and responding to the impacts of development, population growth and demographic change on the open space network.
- Identifying opportunities to improve access to and functionality of open spaces, and achieving a targeted increase in overall open space provision through innovative practices.
- Establishing appropriate levels of service across the public open space hierarchy to guide decision-making and ensure diversity across the open space network.

The City of Vincent's Public Open Space Strategy was developed following input and months of engagement and consultation with the Vincent community and was endorsed by Council in December 2018.

## Waste Strategy

In 2018/19, the City of Vincent developed a new strategy to govern the management of the City's waste from 2018-2023, with a target of zero waste sent to landfill by 2028.

Each year, the City collects over 20,000 tonnes of waste in total and spends approximately \$6.5 million on waste collection. The Waste Strategy 2018-2028

focuses on improving the City's management of waste by increasing recovery of waste and decreasing waste to landfill, while also tackling ways to decrease waste generation within the City as a whole.

The strategy sets out ten projects where the City will investigate and establish programs to reduce and recover waste. These include:

- Recovery of Organic Material Food and Green Options Appraisal.
- Bulk Hand Waste (junk) Service Options Appraisal.
- Improving Collection and Waste Recovery in Multi-Unit Developments (MUDs).
- Regional and Cross Boundary Collaborative Partnership Working.
- Research into Alternative Waste Treatment Options.
- Waste and Recycling Education, Awareness, and Promotional Programs.
- Develop Business Systems for Waste Services for Accurate Records and Reporting.
- Commercial Waste Collections Options Appraisal.
- Separate Waste Charge Options Appraisal.
- Advocacy and Lobbying for Change to State and Federal Waste Legislation and Policy.

## Town Centre Place Plans

The City of Vincent has six major Town Centres – North Perth, Mt Hawthorn, Leederville, Mt Lawley/Highgate, West Perth and Northbridge.

Each of these Town Centres has a Town Team – an independently formed incorporated body that aims to make their respective Town Centre the best place it can possible be.

The City of Vincent works collaboratively with the Town Teams to deliver locally based activities/events, physical improvements and economic and community development initiatives.

Part of this collaborative process is the development of Place Plans for each Town Centre. The Place Plans form a part of the City's suite of informing strategies and help to guide the direction of funding and resources, as well as the implementation of all major initiatives, in the City's Town Centres.

In 2018/19, the City of Vincent developed the Vincent Town Centre Place Plans Volumes series to assist in the development of individual Town Centre Place Plans, to be structured around three key focus areas:

1. **Activity** – sets out the actions and projects which assist the City to enhance activity in its Town Centres, so they can reach their activation and economic potential.
2. **Movement** – sets out the actions and projects which enhance walkability, improve the use of public transport, deliver parking efficiencies and create more pedestrian and cycle friendly Town Centres.
3. **Character** – sets out the actions and projects which contribute to Vincent's Town Centres unique sense of place.

The City will continue to work with Town Teams to develop their individual Town Centre Place Plan.

## Community Safety & Crime Prevention Plan

The City of Vincent's first Community Safety and Crime Prevention Plan was created in 2007. In 2018/19, the City undertook a review of this plan and developed the new Safer Vincent Plan in collaboration with the community, businesses, non-government organisations and the WA Police.

The Safer Vincent Plan aims to make Vincent a safer place to live, work, trade and visit and draws on the three key themes of:

- Safer Spaces
- Community Connection
- Crime Prevention

It includes a number of initiatives to support WA Police and community safety services efforts in making our neighbourhoods feel safer, including:

- Relocation of Ranger Services from Osborne Park to a centralised Community Hub within the heart of the City of Vincent, to provide stronger 'eyes on the street' presence and greater access to residents and businesses.
- Joining the City Homeless Framework Committee to support better co-ordination and responsiveness to homelessness through an accreditation system for delivery of emergency relief services in Vincent and Perth.
- Identifying street and laneway lighting and CCTV improvements in 'hot spot' areas and implementing changes.

- Continuing to strive to remove graffiti within 48 hours of reporting.
- Love Your Laneway initiative to encourage residents to use, beautify and upgrade laneways creatively, to encourage greater safety and recreation on these underused community assets.

The draft plan was released for public comment in June 2018, for Council endorsement in 2019/20.

## Arts Development Action Plan

The City of Vincent has a diverse, engaged community who value the arts and participating in communal events that create a sense of local identity and place.

The 2018–2020 Arts Development Action Plan continues the great work the City is already doing in the arts space and aims to help establish the City of Vincent as the Arts capital of Perth by focusing on the five key themes of:

1. Innovation
2. Support
3. Creative Economy
4. Activation
5. Connection

Some of the key highlights of the plan include:

- Creating a Jazz Precinct in Northbridge.
- A Guerrilla Arts Project pilot (Platform).
- Commissioning a major public artwork as an entry statement.
- Establishing an artist co-working space.
- Seeking an Aboriginal artist to be part of the Arts Advisory Group.

# 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 2018/19 financial year are shown in the table below.

Members	Ordinary Council Meetings entitled to attend	Ordinary Council Meetings attended	Apologies	Leave of Absence	Council Briefings entitled to attend	Council Briefings attended	Apologies	Leave of Absence
Mayor Emma Cole	14	13	0	1	12	11	0	1
Deputy Mayor Susan Gontaszewski	14	14	0	0	12	12	0	0
Cr Alex Castle	14	13	1	0	12	10	1	1
Cr Joanne Fotakis	14	12	1	1	12	8	3	1
Cr Jonathan Hallett	14	13	0	1	12	12	0	0
Cr Roslyn Harley	14	12	1	1	12	5	7	0
Cr Dan Loden	14	13	0	1	12	9	0	3
Cr Jimmy Murphy	14	13	0	1	12	10	1	1
Cr Joshua Topelberg	14	14	0	0	12	11	1	0



## Audit Committee Meetings

The City of Vincent Audit Committee is responsible for 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	5	0	0
Cr Dan Loden	5	4	0	1
Cr Joshua Topelberg	5	5	0	0
Elizabeth Hunt*	5	3	2	n/a
Mr Conley Manifis*	5	4	1	n/a

\*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 Crime Prevention Partnership:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Joanne Fotakis (Chair)	5	5	0
Cr Susan Gontaszewski	5	4	1

### Environmental Advisory Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Dan Loden (Chair)	3	2	1
Cr Jonathan Hallett	3	1	2

### Arts Advisory Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Jimmy Murphy (Chair)	6	5	1
Cr Fotakis	6	4	2

### Reconciliation Action Plan Working Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Roslyn Harley (Chair)	3	2	1
Cr Dan Loden	3	3	0
Cr Joshua Topelberg	3	1	2



#### Children and Young People Advisory Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Alex Castle (Chair)	5	4	1
Cr Susan Gontaszewski	5	4	1

#### Business Advisory Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Joshua Topelberg (Chair)	2	1	1
Cr Joanne Fotakis	2	2	0
Cr Jimmy Murphy	2	2	0

#### Urban Mobility Advisory Group:

Council Member	Meetings Entitled to Attend	Meetings Attended	Apologies and/or Approved Leave of Absence
Cr Jonathan Hallett	4	4	0
Mayor Emma Cole	4	1	3
Cr Alex Castle	4	2	2



#### Mindarie Regional Council

The City of Vincent is currently represented on the Mindarie Regional Council by Mayor Emma Cole.

#### Tamala Park Regional Council

The City of Vincent is currently represented on the Tamala Park Regional Council by Mayor Emma Cole.

#### Metro West Joint Development Assessment Panel

The City of Vincent is currently represented on the Metro West Joint Development Assessment Panel by Cr Dan Loden and Cr Joshua Topelberg.

Cr Susan Gontaszewski and Mayor Emma Cole are alternate Members and attend meetings in the event that a regular Member is unavailable.



## 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	No of Positions
Salary between \$100,001 & \$110,000	0
Salary between \$110,001 & \$120,000	1
Salary between \$120,001 & \$130,000	14
Salary between \$130,001 & \$140,000	0
Salary between \$140,001 & \$150,000	0
Salary between \$150,001 & \$160,000	0
Salary between \$160,001 & \$170,000	0
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	1
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	0

## Gender Equality Report

### Gender Pay Gap

Over the last 12 months, the City of Vincent has made progress on narrowing the gender pay gap and has reduced the gap from 1.95% in 2017/18 to **1.49%** in 2018/19.

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 16.2%, and has hovered between 14% and 19% for the past two decades.

WA's gender pay gap as of November 2018 (WGEA) is the highest in the country at 23.1%.

Pay Gap City of Vincent		
Female	Permanent Staff 114	Average Base Salary \$86,394.10
Male	Permanent Staff 115	Average Base Salary \$88,484.52

COV - Level 7 and above		
Female	68	58.6%
Male	48	41.4%
Total	116	100%

The City of Vincent had female representation in 47% of its Coordinator roles, 38% of Management roles and 25% of Executive roles.

The City is well known to be a flexible and family friendly Local Government organisation, with 24% of our workforce in part-time roles. This benefit has attracted many staff members to the City across all Directorates. The City also offers many other flexible arrangements, such as a full-time working week with flexible arrangements (for example, as a 9 or 8 day fortnight).

The 24% of part-time arrangements at the City of Vincent are comprised of a combination of part-time positions, full-time positions being filled part-time upon return from maternity leave, and job share arrangements.

### Attracting and Retaining Women

The City of Vincent has a number of initiatives that make our workplace a great place to work for all people. In 2018/19, we continued to pursue initiatives to attract women in all roles, particularly those with lower female representation, such as technical roles and those within our Executive Management Team.

We will continue to promote and expand on these initiatives, which include:





## 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 2018/19. The City also received no complaints of alleged breaches of the City's Code of Conduct in 2018/19.

## 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.

### Digital Records Strategy

In 2018/19, the City of Vincent continued to pursue its digital records strategy, aimed at operating in a purely digital environment by 2022. This is in line with the State Records Office "Born Digital Strategy" and the City is currently well on target to meet this goal.

Over the past year, our Urban Planning team has moved to operating in an exclusively digital environment and now assesses all applications electronically, with the aim of going entirely paperless in the near future.

We will continue to roll out our digital records strategy across the organisation over the next few years.

## Freedom of Information

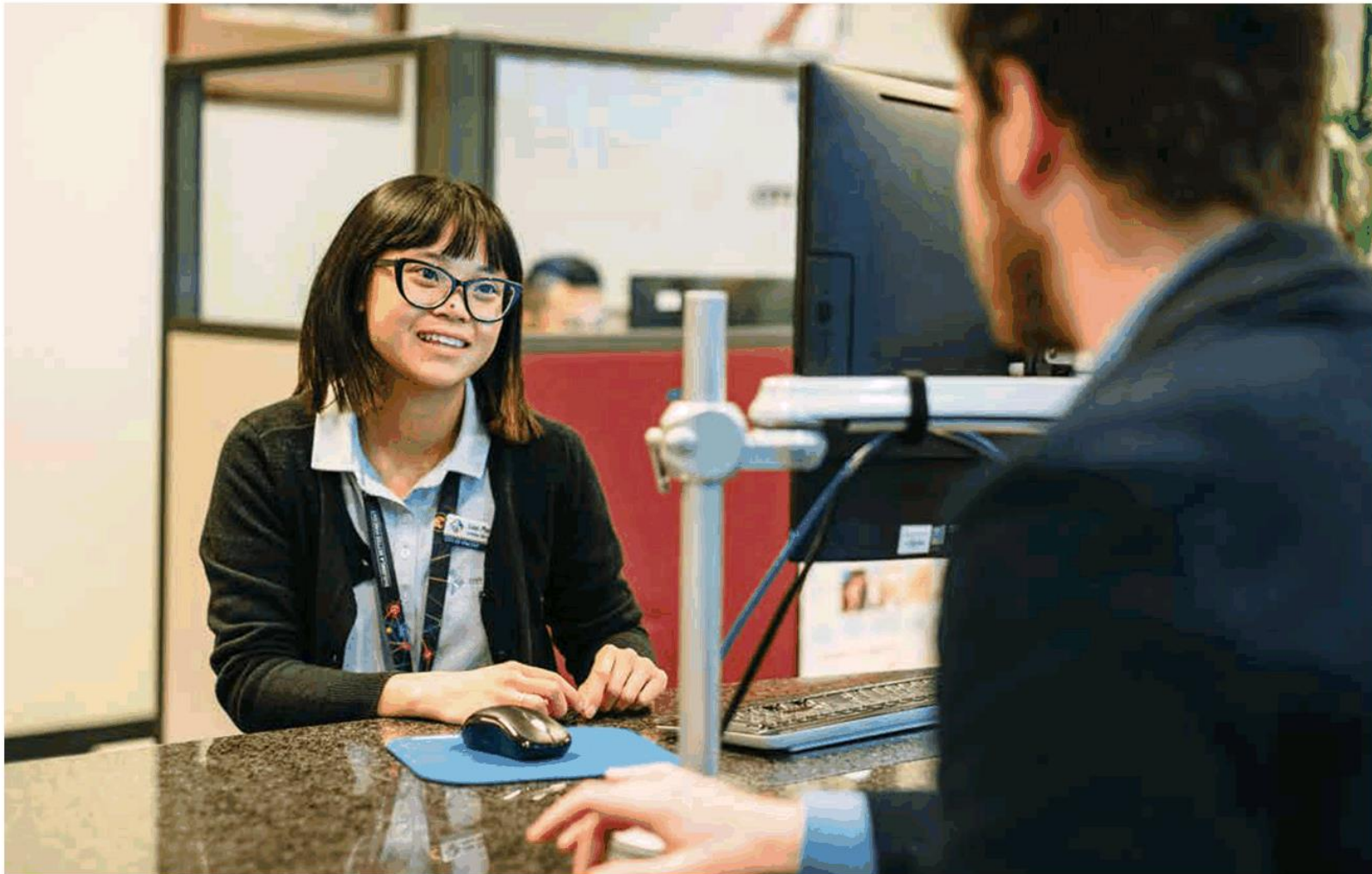
### Freedom of Information Act 1992

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 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 2018/19, the City received and responded to eight (8) requests under the Act. In addition, we received one (1) application for internal review of decisions, which resulted in decision being upheld as the agency withdrew their claim.

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.





# FINANCIAL REPORTS



CITY OF VINCENT

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2019

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CITY'S VISION

To be a clever, creative and courageous local government.

Principal place of business:

244 Vincent Street (onr Loftus Street)

Leederville, Western Australia, 6007

CITY OF VINCENT

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2019

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 2019 is based on proper accounts and records to present fairly the financial position of the City of Vincent at 30 June 2019 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

day of

2019

Chief Executive Officer

David McLennan

Name of Chief Executive Officer

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Item 7.2- Attachment 1

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CITY OF VINCENT  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>				
Rates	23(a)	34,102,294	34,561,485	33,377,748
Operating grants, subsidies and contributions	2(a)	1,848,628	650,833	2,217,799
Fees and charges	2(a)	19,415,392	19,411,921	18,873,789
Interest earnings	2(a)	1,158,675	961,260	1,028,880
Other revenue	2(a)	1,422,639	1,482,365	1,429,638
		57,747,628	57,056,604	56,927,854
<b>Expenses</b>				
Employee costs		(25,864,959)	(24,675,882)	(23,248,963)
Materials and contracts		(17,204,540)	(18,886,189)	(17,274,514)
Utility charges		(1,904,877)	(1,912,150)	(1,933,363)
Depreciation on non-current assets	10(c)	(11,361,319)	(11,157,341)	(10,386,679)
Interest expenses	2(b)	(938,465)	(954,449)	(997,101)
Insurance expenses		(608,811)	(675,216)	(829,909)
Other expenditure		(2,993,650)	(3,360,475)	(2,974,253)
		(60,966,621)	(61,421,702)	(57,644,782)
		(3,218,993)	(4,365,036)	(716,928)
Non-operating grants, subsidies and contributions	2(a)	1,709,727	1,872,868	2,610,635
Profit on asset disposals	10(a)	257,168	296,730	150,369
Fixed assets expensed	10(b)	(270,329)	0	(91,264)
(Loss) on asset disposals	10(a)	(18,669)	(192,155)	(10,466)
Profit from sale of land (TPRC Joint Venture)	21(b)	414,744	333,333	462,233
(Loss) on revaluation of Infrastructure	9(a)	0	0	(3,572,563)
Net Share of Interest in Joint Ventures	20(b)	139,905	0	325,217
Change in Equity WALGA Local Govt House Trust		4,101	0	(19)
		2,236,647	2,310,776	(125,858)
<b>Net result for the period</b>		<b>(982,346)</b>	<b>(2,054,262)</b>	<b>(842,786)</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	11	99,736	0	56,913,164
<b>Total other comprehensive income for the period</b>		<b>99,736</b>	<b>0</b>	<b>56,913,164</b>
<b>Total comprehensive income for the period</b>		<b>(882,610)</b>	<b>(2,054,262)</b>	<b>56,070,378</b>

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>	2(a)			
Governance		54,465	56,240	149,708
General purpose funding		36,798,067	36,513,506	36,005,200
Law, order, public safety		143,631	142,350	144,537
Health		379,321	365,160	388,317
Education and welfare		136,380	189,115	171,871
Community amenities		1,871,503	993,731	1,863,747
Recreation and culture		9,795,370	10,268,722	9,704,051
Transport		8,147,802	8,088,090	7,972,877
Economic services		313,578	261,500	249,968
Other property and services		337,451	198,250	276,580
		57,747,628	57,056,604	56,927,854
<b>Expenses</b>	2(b)			
Governance		(2,812,931)	(2,656,246)	(3,787,874)
General purpose funding		(897,155)	(881,463)	(872,245)
Law, order, public safety		(1,362,622)	(1,593,050)	(1,301,976)
Health		(1,243,162)	(1,356,368)	(1,198,677)
Education and welfare		(1,091,578)	(1,224,491)	(1,470,827)
Community amenities		(11,894,978)	(12,926,490)	(11,048,332)
Recreation and culture		(23,796,839)	(23,416,758)	(21,746,775)
Transport		(14,333,239)	(13,969,209)	(12,724,693)
Economic services		(761,862)	(785,489)	(714,959)
Other property and services		(1,803,762)	(1,857,689)	(1,781,013)
		(60,028,156)	(60,467,253)	(56,847,681)
<b>Finance Costs</b>	2(b)			
Recreation and culture		(938,465)	(954,449)	(997,101)
		(938,465)	(954,449)	(997,101)
		(3,218,993)	(4,365,036)	(716,928)
Non-operating grants, subsidies and contributions	2(a)	1,709,727	1,872,868	2,610,635
Profit on disposal of assets	10(a)	257,168	296,730	150,369
(Loss) on disposal of assets	10(a)	(18,669)	(192,155)	(10,466)
Fixed assets expensed	10(b)	(270,329)	0	(91,264)
Profit from sale of land (TPRC Joint Venture)	21(b)	414,744	333,333	462,233
Net Share of Interest in Joint Ventures	20(b)	139,905	0	325,217
Change in Equity WALGA Local Govt House Trust		4,101	0	(19)
(Loss) on revaluation of Infrastructure	9(a)	0	0	(3,572,563)
		2,236,647	2,310,776	(125,858)
<b>Net result for the period</b>		<b>(982,346)</b>	<b>(2,054,262)</b>	<b>(842,786)</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	11	99,736	0	56,913,164
<b>Total other comprehensive income for the period</b>		<b>99,736</b>	<b>0</b>	<b>56,913,164</b>
<b>Total comprehensive income for the period</b>		<b>(882,610)</b>	<b>(2,054,262)</b>	<b>56,070,378</b>

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2019

	NOTE	2019 \$	2018 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	24,964,870	20,866,019
Trade receivables	5	3,992,141	3,471,753
Other financial assets	7(a)	11,000	11,000
Inventories	6	175,208	184,342
<b>TOTAL CURRENT ASSETS</b>		<b>29,143,219</b>	<b>24,533,114</b>
<b>NON-CURRENT ASSETS</b>			
Trade receivables	5	908,879	1,197,431
Other financial assets	7(b)	35,034	30,933
Inventories	6	105,822	105,822
Interests in Joint Ventures	20(a)	9,790,954	9,469,902
Property, plant and equipment	8	293,228,403	296,124,172
Infrastructure	9	179,130,955	179,727,045
<b>TOTAL NON-CURRENT ASSETS</b>		<b>483,200,057</b>	<b>486,655,305</b>
<b>TOTAL ASSETS</b>		<b>512,343,276</b>	<b>511,188,419</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	7,200,886	4,665,044
Borrowings	13(a)	6,067,295	948,227
Employee related provisions	14	3,908,452	3,387,101
<b>TOTAL CURRENT LIABILITIES</b>		<b>17,206,633</b>	<b>8,980,372</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	13(a)	7,851,061	13,948,356
Employee related provisions	14	475,086	429,113
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>8,326,147</b>	<b>14,377,469</b>
<b>TOTAL LIABILITIES</b>		<b>25,532,780</b>	<b>23,357,841</b>
<b>NET ASSETS</b>		<b>486,810,496</b>	<b>487,830,578</b>
<b>EQUITY</b>			
Retained surplus		122,600,691	124,871,424
Reserves - cash backed	4	12,582,885	11,431,970
Revaluation surplus	11	351,626,920	351,527,184
<b>TOTAL EQUITY</b>		<b>486,810,496</b>	<b>487,830,578</b>

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 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 for the period		(842,786)	0	0	(842,786)
Other comprehensive income	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>
Change in accounting policy	27 (c)	(137,472)	0	0	(137,472)
<b>Restated total equity at the beginning of the financial year</b>		<b>124,733,952</b>	<b>11,431,970</b>	<b>351,527,184</b>	<b>487,693,106</b>
Comprehensive income					
Net result for the period		(982,346)	0	0	(982,346)
Other comprehensive income	11	0	0	99,736	99,736
Total comprehensive income		(982,346)	0	99,736	(882,610)
Transfers from/(to) reserves		(1,150,915)	1,150,915	0	0
<b>Balance as at 30 June 2019</b>		<b>122,600,691</b>	<b>12,582,885</b>	<b>351,626,920</b>	<b>486,810,496</b>

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		33,939,855	34,725,855	33,096,764
Operating grants, subsidies and contributions		685,557	779,453	3,141,991
Fees and charges		19,415,392	19,572,366	18,873,789
Interest received		1,158,675	941,260	1,028,880
Goods and services tax received		1,299,840	1,013,584	1,355,982
Other revenue		1,422,639	1,315,205	1,429,638
		57,921,758	58,347,703	58,927,044
<b>Payments</b>				
Employee costs		(25,277,634)	(23,955,821)	(23,423,727)
Materials and contracts		(13,791,388)	(19,554,559)	(17,896,936)
Utility charges		(1,904,877)	(1,852,150)	(1,933,383)
Interest expenses		(908,465)	(954,449)	(907,101)
Insurance expenses		(668,811)	(675,216)	(829,909)
Goods and services tax paid		(1,383,034)	(1,013,584)	(1,249,298)
Other expenditure		(2,903,651)	(2,960,894)	(2,812,744)
		(46,987,860)	(50,966,853)	(49,143,076)
<b>Net cash provided by (used in) operating activities</b>	15	10,933,898	7,381,050	9,783,968
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(3,066,526)	(6,393,304)	(2,869,513)
Payments for construction of infrastructure		(5,193,885)	(7,559,672)	(5,861,319)
Non-operating grants, subsidies and contributions		1,709,727	1,872,868	2,610,635
Proceeds from sale of property, plant & equipment		330,531	479,963	326,311
Distributions from Joint Ventures		333,333	333,333	333,333
<b>Net cash provided by (used in) investing activities</b>		(5,886,820)	(11,266,812)	(5,460,553)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings		(948,227)	(1,017,424)	(881,398)
<b>Net cash provided by (used in) financing activities</b>		(948,227)	(1,017,424)	(881,398)
<b>Net increase (decrease) in cash held</b>		4,098,851	(4,903,186)	3,442,017
Cash at beginning of year		20,866,019	20,149,537	17,424,002
<b>Cash and cash equivalents at the end of the year</b>	15	24,964,870	15,246,351	20,866,019

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	24 (b)	5,524,402	5,524,404	4,475,025
		5,524,402	5,524,404	4,475,025
<b>Revenue from operating activities (excluding rates)</b>				
Governance		58,596	56,240	149,708
General purpose funding		2,695,803	1,962,021	2,628,452
Law, order, public safety		168,589	195,385	166,875
Health		379,321	370,165	388,316
Education and welfare		187,490	224,115	171,870
Community amenities		1,675,074	999,846	1,881,133
Recreation and culture		9,788,806	10,289,607	9,724,879
Transport		8,147,802	8,068,090	7,973,016
Economic services		313,578	261,500	249,966
Other property and services		1,046,193	708,273	1,197,889
		24,481,252	23,125,242	24,532,104
<b>Expenditure from operating activities</b>				
Governance		(2,820,918)	(2,664,421)	(3,787,874)
General purpose funding		(897,155)	(881,463)	(872,264)
Law, order, public safety		(1,392,622)	(1,593,050)	(1,306,516)
Health		(1,243,162)	(1,356,368)	(1,198,977)
Education and welfare		(1,095,732)	(1,224,491)	(1,470,928)
Community amenities		(11,960,717)	(12,926,490)	(11,052,388)
Recreation and culture		(24,788,873)	(24,370,082)	(22,777,931)
Transport		(14,334,258)	(13,969,209)	(12,733,105)
Economic services		(908,665)	(785,489)	(751,499)
Other property and services		(1,813,798)	(1,842,794)	(1,795,137)
		(61,255,620)	(61,613,857)	(57,746,530)
Non-cash amounts excluded from operating activities	24(a)	10,964,812	10,719,433	9,751,857
<b>Amount attributable to operating activities</b>		(20,305,154)	(22,244,776)	(16,987,543)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		1,709,727	1,872,868	2,610,635
Proceeds from disposal of assets	10(a)	330,531	479,963	326,311
Distributions from Joint Ventures		333,333	333,333	333,333
Purchase of property, plant and equipment	8(a)	(3,066,526)	(6,393,304)	(2,869,513)
Purchase and construction of infrastructure	9(a)	(5,193,885)	(7,559,672)	(5,861,319)
<b>Amount attributable to investing activities</b>		(5,886,820)	(11,266,812)	(5,460,553)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	13(b)	(948,227)	(1,017,424)	(881,398)
Transfers to reserves (restricted assets)	4	(2,098,939)	(1,892,713)	(3,283,928)
Transfers from reserves (restricted assets)	4	948,024	1,996,478	760,077
<b>Amount attributable to financing activities</b>		(2,099,142)	(913,659)	(3,405,249)
<b>Surplus/(deficit) before imposition of general rates</b>		(28,261,116)	(34,425,249)	(27,853,345)
<b>Total amount raised from general rates</b>	23	34,102,294	34,561,485	33,377,748
<b>Surplus/(deficit) after imposition of general rates</b>	24(b)	5,841,178	136,236	5,524,402

This statement is to be read in conjunction with the accompanying notes.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

## 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 Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

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.

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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

## 2. REVENUE AND EXPENSES

### (a) Revenue

#### Grant Revenue

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Operating grants, subsidies and contributions</b>			
Governance	16,410	0	0
General purpose funding	1,088,424	522,381	1,097,546
Law, order, public safety	3,438	2,800	2,716
Health	2,555	1,500	1,636
Education and welfare	0	10,000	9,495
Community amenities	246,815	(36,933)	950,690
Recreation and culture	159,620	109,455	107,731
Transport	23,998	24,500	24,607
Economic services	2,071	1,500	644
Other property and services	105,385	24,450	22,734
	1,648,628	656,633	2,217,799
<b>Non-operating grants, subsidies and contributions</b>			
Law, order, public safety	234,510	275,304	137,830
Education and welfare	0	0	15,000
Recreation and culture	61,603	26,817	35,000
Transport	1,413,614	1,570,947	2,422,805
	1,709,727	1,872,868	2,610,635
<b>Total grants, subsidies and contributions</b>	<b>3,358,355</b>	<b>2,532,501</b>	<b>4,828,434</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 reporting period.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
<b>Other revenue</b>			
Reimbursements and recoveries	1,050,543	1,403,810	1,301,106
Other	363,096	58,755	128,532
	1,422,639	1,462,565	1,429,638

**Fees and Charges**

Governance	640	1,200	1,257
General purpose funding	369,294	380,000	396,191
Law, order, public safety	140,193	139,550	141,822
Health	372,216	360,375	376,667
Education and welfare	99,940	106,922	107,873
Community amenities	1,113,065	1,029,464	909,379
Recreation and culture	8,837,544	9,054,520	8,693,625
Transport	8,082,118	7,992,890	7,900,612
Economic services	305,884	258,500	245,503
Other property and services	94,498	90,500	100,880
	19,415,392	19,411,921	18,873,789

**Interest earnings**

Municipal funds	526,802	420,000	506,273
Reserve funds	295,189	226,080	240,110
Rates instalment and penalty interest (refer Note 23(c))	333,867	315,000	282,497
Other interest earnings	2,817	200	0
	1,158,675	961,280	1,028,880

**SIGNIFICANT ACCOUNTING POLICIES**

Interest earnings  
Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Interest earnings (Continued)  
Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes

(b) Expenses

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
<b>Auditors remuneration</b>			
- Audit of the Annual Financial Report	55,000	35,000	23,600
	55,000	35,000	23,600
<b>Interest expenses (finance costs)</b>			
Borrowings (refer Note 13(b))	938,485	954,449	967,101
	938,485	954,449	967,101

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

3. CASH AND CASH EQUIVALENTS

	NOTE	2019 \$	2018 \$
Unrestricted		11,628,001	8,580,810
Restricted		13,336,869	12,285,209
		24,964,870	20,866,019
<b>Comprises:</b>			
- Unrestricted cash and cash equivalents		9,621,698	8,580,810
- Trust monies transferred to the Municipal fund	20	2,006,303	0
- Restricted cash and cash equivalents		13,336,869	12,285,209
		24,964,870	20,866,019

The following restrictions have been imposed by regulations or other externally imposed requirements:

**Reserve accounts**

Administration Centre Reserve	4	0	363
Asset Sustainability Reserve	4	4,135,384	3,896,230
Beatty Park Leisure Centre Reserve	4	99,246	149,681
Capital Reserve	4	0	7,671
Cash In Lieu Parking Reserve	4	1,867,959	1,688,491
240 Vincent Street Building Reserve	4	421,187	539,594
Electronic Equipment Reserve	4	0	54,004
Hyde Park Lake Reserve	4	158,198	152,188
Land and Building Acquisition Reserve	4	291,677	284,213
Leederville Oval Reserve	4	164,016	222,530
Leederville Tennis Reserve	4	0	3,024
Lofus Community Centre Reserve	4	31,481	24,544
Lofus Recreation Centre Reserve	4	118,291	58,631
North Perth Tennis Reserve	4	0	47,925
Parking Facility and Equipment Reserve	4	103,550	100,899
Percent for Art Reserve	4	200,000	0
Plant and Equipment Reserve	4	188,734	210,436
State Gymnastics Centre Reserve	4	102,201	83,797
Strategic Waste Management Reserve	4	21,985	21,402
Tamala Park Land Sales Reserve	4	4,259,422	3,478,572
Underground Power Reserve	4	205,981	200,690
Waste Management Plant and Equipment Reserve	4	215,665	210,145
		12,582,885	11,431,970

**Other restricted cash and cash equivalents**

Unspent grants/contributions	22	753,984	853,239
<b>Total restricted cash and cash equivalents</b>		13,336,869	12,285,209

**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

Cash and cash equivalents (Continued)  
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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

4. RESERVE – CASH BACKED (CONTINUED)

In accordance with Council resolutions in relation to reserve account, the purpose for which the reserves are set aside are as follows:		
Reserve Name	Anticipated date of use	Purpose of the reserve
Administration Centre Reserve	Ongoing	For providing for major renovation, maintenance, repairs and replacement of the buses and village associated with the City's Administration and Civic Centre.
Asset/Disasterability Reserve	Ongoing	For assisting Council in dealing in long term asset management objectives and provide amounts to transfer the cost of depreciable 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.
Civilised Reserve	Ongoing	For future major capital works and projects.
Cash to Unit Parking Reserve	Ongoing	This reserve is to be used for the replacement of the existing town of development applicants and is to be used for providing services regarding existing and proposed developments and to be used for the replacement of the existing town of development applicants and is to be used for providing services regarding existing and proposed developments.
2/6 Vincent Street Building Reserve	Ongoing	For major building upgrade, maintenance, repairs, renovation and replacement of fit-out, fixtures, furniture and fittings associated with the new office building and land.
Electronic Equipment Reserve	Ongoing	For the replacement and major upgrade electronic equipment including, but not limited to computer hardware and software, information technology, and communication equipment.
Wylie Park Lake Reserve	Ongoing	For assets associated with the investigation, maintenance, remedial works and the rehabilitation of the Wylie Park Lake and surrounds.
Land and Building Acquisition Reserve	Ongoing	To ensure that resources are not used in excess of the available resources and to ensure that the replacement of the existing town of development applicants and is to be used for providing services regarding existing and proposed developments.
Leisure Centre Reserve	Ongoing	For the upgrade, renewal and replacement of the water tank and/or pump at the Levenstone tennis courts, with funds contributed by the Lessee in accordance with the Special Committee - Shire of Vincent provision of the Lease.
Levenstone Tennis 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.
Locks Common 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 Committee - Shire of Vincent provision of the Lease.
Parking Facility and Equipment 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.
Percent for All 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.
Plant and Equipment Reserve	Ongoing	For the purpose of replacing plant and equipment associated with the City's works.
Shire Centre/Leisure 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.
Shire Centre/Leisure Centre Reserve	Ongoing	Investigation and implementation of the proposed capital management strategy programme and initiatives, including secondary lease treatment and costs associated with the investigation and implementation of the proposed capital management strategy programme and initiatives, including secondary lease treatment and costs associated with the investigation and implementation of the proposed capital management strategy programme and initiatives.
Shire Centre/Leisure Centre Reserve	Ongoing	For future significant capital works, infrastructure project or development programme for the benefit of the City.
Shire Centre/Leisure Centre Reserve	Ongoing	For the purpose of funding the City's contribution to approved underground power projects.
Shire Centre/Leisure Centre Reserve	Ongoing	For the purpose of replacing plant and equipment associated with the City's waste management, administration and recycling operations.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

5. TRADE RECEIVABLES

	2019 \$	2018 \$
<b>Current</b>		
Rates outstanding	648,083	488,384
Sundry debtors	821,199	1,028,930
Allowance for impairment of receivables	(155,806)	0
GST receivable	298,116	332,268
Deposits and Prepayments	791,942	248,508
Infringement Debtors	1,787,271	1,515,421
Allowance for impairment of infringement debtors	(188,668)	(139,788)
	3,992,141	3,471,753
<b>Non-current</b>		
Rates outstanding - pensioners	133,788	131,028
Infringement Debtors	971,183	1,213,235
Allowance for impairment of infringement debtors	(199,072)	(148,832)
	905,899	1,195,431

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 25.

Previous accounting policy: Impairment of trade receivables

In the prior year, the impairment of trade receivables was assessed based on the incurred loss model. Individual receivables which were known to be uncollectible were written off by reducing the carrying amount directly. The other receivables were assessed collectively to determine whether there was objective evidence that an impairment had been incurred but not yet identified. For these receivables the estimated impairment losses were recognised in a separate provision for impairment.

Classification and subsequent measurement

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.

Trade receivables are held with the objective to collect the contractual cash flows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

6. INVENTORIES

	2019 \$	2018 \$
<b>Current</b>		
Depot	72,740	93,652
Beatty Park Leisure Centre	102,468	90,660
	175,208	184,312
<b>Non-current</b>		
Land held for resale - cost		
Land held for development (TPRC)	105,822	105,822
	105,822	105,822
The following movements in inventories occurred during the year:		
Carrying amount at 1 July	290,184	287,085
Additions/(Disposals) to inventory	(8,134)	3,099
Carrying amount at 30 June	281,030	290,184

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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

7. OTHER FINANCIAL ASSETS

(a) Current assets

Financial assets at fair value through profit and loss

Financial assets at fair value through profit and loss

Shares in unlisted corporation - North Perth Community Financial Services Ltd

(b) Non-current assets

Financial assets at fair value through profit and loss

Financial assets at fair value through profit and loss

- Unlisted equity investments

Investment in WALGA Local Government House Trust

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

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

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

Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 25.

	2019 \$	2018 \$
Financial assets at fair value through profit and loss	11,000	11,000
Financial assets at fair value through profit and loss	11,000	11,000
Shares in unlisted corporation - North Perth Community Financial Services Ltd	11,000	11,000
Financial assets at fair value through profit and loss	35,034	30,933
Financial assets at fair value through profit and loss	35,034	30,933
- Unlisted equity investments	35,034	30,933
Investment in WALGA Local Government House Trust	35,034	30,933

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Previous accounting policy: available for sale financial assets

Available-for-sale financial assets were non-derivative financial assets that were either not suitable to be classified as 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.

Previous accounting policy: Loans and receivables

Non-derivative financial assets with fixed or determinable payments that were not quoted in an active market and are solely payments of principal and interest were classified as loans and receivables and are subsequently measured at amortised cost, using the effective interest rate method.

Refer to Note 27 for explanations regarding the change in accounting policy and reclassification of available for sale financial assets to financial assets at fair value through profit and loss.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Carrying Amounts

Movements in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land, buildings and leasehold improvements	Buildings	Leasehold improvements	Plant and equipment	Right-of-use assets	Intangible assets	Total property, plant and equipment
Balance at 1 July 2017	128,067,500	163,659,424	291,126,024	1,558,416	5,037,860	461,367	299,350,691
Additions	0	839,022	839,022	360,897	933,961	726,014	2,869,713
(Disposals)	0	0	0	(37,200)	(129,208)	0	(166,408)
Expensed	0	0	0	(46,500)	(8,213)	0	(54,713)
Depreciation (expense)	0	(3,597,722)	(3,597,722)	(363,171)	(1,256,512)	0	(5,615,105)
Transfer to Expense	0	0	0	0	0	(161,207)	(161,207)
Transfers	0	299,859	299,859	0	0	0	599,718
Carrying amount at 30 June 2018	128,067,500	160,391,753	288,655,183	1,445,127	5,037,818	726,014	296,124,172
Carrying amount at 30 June 2019	128,067,500	231,871,424	365,913,261	1,455,116	11,455,116	726,014	399,518,628
Goodwill	0	0	0	0	0	0	0
Carrying amount at 30 June 2019	128,067,500	231,871,424	365,913,261	1,455,116	11,455,116	726,014	399,518,628
Carrying amount at 30 June 2018	128,067,500	160,391,753	288,655,183	1,445,127	5,037,818	726,014	296,124,172
Additions	0	1,882,867	1,882,867	101,590	1,019,105	263,024	3,048,553
(Disposals)	0	0	0	0	(82,038)	0	(82,038)
Expensed	0	0	0	(187,206)	(11,287)	0	(198,493)
Depreciation (expense)	0	(1,130,786)	(1,130,786)	(430,336)	(1,157,418)	0	(2,759,326)
Transfers	0	726,014	726,014	0	0	(726,014)	0
Carrying amount at 30 June 2019	128,067,500	231,871,424	365,913,261	1,455,116	11,455,116	726,014	399,518,628
Carrying amount at 30 June 2018	128,067,500	160,391,753	288,655,183	1,445,127	5,037,818	726,014	296,124,172
Carrying amount at 30 June 2019	128,067,500	231,871,424	365,913,261	1,455,116	11,455,116	726,014	399,518,628
Carrying amount at 30 June 2018	128,067,500	160,391,753	288,655,183	1,445,127	5,037,818	726,014	296,124,172

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

9. INFRASTRUCTURE (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Techniques	Revised 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 - Footpaths	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 Valuation Valuation 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 Valuation Valuation Management Valuation	June 2018	Construction costs and current condition - Level 2 Residual Value and useful life estimates - Level 3
Infrastructure - City Park Development	2,3	Cost Approach	Independent Valuation Valuation 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 Valuation Valuation Management Valuation	June 2018	Construction costs and current condition - Level 2 Residual Value and useful life estimates - Level 3
Infrastructure - Water in Progress	2,3	Cost Approach	Independent Valuation Valuation Management Valuation	June 2019	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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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT AND INFRASTRUCTURE

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either 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 where the fair value of the asset at date of acquisition is equal to or above \$5,000. All assets are 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 and no more than five 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.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control

In accordance with Local Government (Financial Management) Regulation 15(a)(i), 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.

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 15(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 15(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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT AND INFRASTRUCTURE

The following assets were disposed of during the year.

(a) Plant and Equipment	2019			2019			2019			2018			2018		
	Actual	Actual	2019	Budget	Actual	2019	Budget	Actual	2018	Actual	Actual	2018	Actual	Actual	2018
	Net Book	Value	Proceeds	Loss	Net Book	Value	Proceeds	Loss	Net Book	Value	Proceeds	Loss	Net Book	Value	Proceeds
Governance	32,697	26,418	0	(6,279)	0	0	0	0	0	0	0	0	0	0	0
General Administration	0	19,145	19,146	0	41,975	77,000	35,025	(8,175)	0	0	0	0	0	0	0
Law, order, public safety	1,362	26,340	24,957	0	5,995	59,000	53,035	0	39,370	57,166	22,336	(4,540)	0	0	0
Health	0	0	0	0	5,995	11,000	5,005	0	0	0	0	0	0	0	0
Education and welfare	1,498	52,516	51,110	0	4,993	39,963	35,000	0	0	0	0	0	0	0	0
Community amenities	0	0	0	0	3,663	30,000	6,115	0	20,105	37,400	17,395	0	0	0	0
Recreation and culture	6,449	29,895	23,436	0	11,163	32,000	20,835	0	76,430	95,524	20,829	(1,865)	0	0	0
Transport	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Economic services	12,360	0	0	(12,360)	0	0	0	0	0	0	138	0	0	0	0
Other property and services	37,667	176,216	136,519	0	109,335	251,000	141,665	(183,980)	50,502	135,942	89,661	(4,241)	0	0	0
	92,033	330,531	257,168	(18,669)	183,233	479,963	296,730	(192,155)	186,408	326,311	150,369	(10,466)	0	0	0

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT AND INFRASTRUCTURE (Continued)

(b) Fixed assets expensed

The following assets were expensed during the year.

Plant and Equipment	2019			2019			2018			2018		
	Actual	Actual	2019	Budget	Actual	2019	Budget	Actual	2018	Actual	Actual	2018
	Net Book	Value	Proceeds	Loss	Net Book	Value	Proceeds	Loss	Net Book	Value	Proceeds	Loss
Governance	4,176	0	0	(4,176)	0	0	0	0	0	0	0	0
Education and Welfare	1,708	0	0	(1,708)	0	0	0	0	0	0	0	0
Other Property and Services	10,005	0	0	(10,005)	9,806	0	0	(9,806)	0	0	0	0
Economic Services	134,413	0	0	(134,413)	36,530	0	0	(36,530)	0	0	0	0
Recreation and Culture	50,175	0	0	(50,175)	8,383	0	0	(8,383)	0	0	0	0
Transport	1,018	0	0	(1,018)	0	0	0	0	0	0	0	0
	201,495	0	0	(201,495)	54,719	0	0	(54,719)	0	0	0	0
<b>Infrastructure</b>												
Community Amenities	65,729	0	0	(65,729)	4,695	0	0	(4,695)	0	0	0	0
Recreation and Culture	3,095	0	0	(3,095)	23,989	0	0	(23,989)	0	0	0	0
Transport	0	0	0	0	8,413	0	0	(8,413)	0	0	0	0
Other Property Services	68,834	0	0	(68,834)	36,545	0	0	(36,545)	0	0	0	0
	270,329	0	0	(270,329)	81,264	0	0	(81,264)	0	0	0	0

Total expensed

Paragraph 17A(5) of Local Government (Financial Management) Regulations 1996 came into operation on the 1 July 2018. The regulation stated an asset is to be excluded from the assets of a local government if the fair value of the asset at the date of acquisition by the local government is under \$5,000.

The City of Vincent has retrospectively applied the change in its accounting policy to comply with the regulation and excluded assets with a fair value of under \$5,000 at the time of acquisition from the assets of the City.

The City has not made any prior year adjustments as the impact of this change is not material.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

(c) Depreciation

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Buildings	4,130,786	3,991,030	3,997,722
Furniture and equipment	430,536	433,437	393,171
Plant and equipment	1,107,445	1,060,100	1,256,512
Infrastructure - Roads	2,920,926	2,914,116	1,979,442
Infrastructure - Footpaths	659,524	653,340	635,994
Infrastructure - Right of Way	208,982	208,980	142,960
Infrastructure - Drainage	239,935	239,940	232,522
Infrastructure - Park Development	915,122	912,641	1,026,214
Infrastructure - Car Park Development	218,441	213,266	170,350
Other Infrastructure Assets	529,622	530,501	548,792
	<b>11,361,319</b>	<b>11,157,341</b>	<b>10,386,679</b>

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.

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.

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years

Depreciation (Continued)

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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

11. REVALUATION SURPLUS

	2019 Opening Balance	2019 Revaluation Increment	2019 Total Revaluation	2019 Closing Balance	2018 Opening Balance	2018 Revaluation Increment	2018 Total Revaluation	2018 Closing Balance
Revaluation surplus - Land - Freehold land	125,360,529	0	0	125,360,529	125,360,529	0	0	125,360,529
Revaluation surplus - Buildings	115,951,888	0	0	115,951,888	115,951,888	0	0	115,951,888
Revaluation surplus - Furniture and equipment	206,609	0	0	206,609	206,609	0	0	206,609
Revaluation surplus - Plant and equipment	2,113,355	0	0	2,113,355	2,113,355	0	0	2,113,355
Revaluation surplus - Infrastructure - Roads	2,299,219	99,736	99,736	2,398,955	2,299,219	88,940	88,940	2,388,159
Revaluation surplus - Infrastructure - Footpaths	529	0	0	529	529	0	0	529
Revaluation surplus - Infrastructure - Right of Way	81,580,765	0	0	81,580,765	81,580,765	53,097,326	53,097,326	81,580,765
Revaluation surplus - Infrastructure - Drainage	12,870,701	0	0	12,870,701	12,870,701	0	0	12,870,701
Revaluation surplus - Infrastructure - Park Development	5,142,885	0	0	5,142,885	5,142,885	0	0	5,142,885
Revaluation surplus - Infrastructure - Car Park Development	3,073,943	0	0	3,073,943	3,073,943	0	0	3,073,943
Revaluation surplus - Other Infrastructure Assets	0	0	0	0	0	0	0	0
	2,697,101	0	0	2,697,101	2,697,101	0	0	2,697,101
	351,527,184	99,736	99,736	351,626,920	351,626,920	60,969,442	60,969,442	351,527,184

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## 12. TRADE AND OTHER PAYABLES

TRADE AND OTHER PAYABLES	2019	2018
	\$	\$
Current		
Sundry creditors	3,387,897	3,105,237
Accrued Expenses	1,507,948	1,081,013
Contribution Liabilities	2,305,041	498,790
	7,200,886	4,685,040

## Trade and other payables

**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.

CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

### 13. INFORMATION ON BORROWINGS

	2019	2018
	\$	\$
	6,087,295	948,227
	7,851,061	13,942,356

Current  
blood count

Repayments -

(b) Repayments - Borrowings

[illegible]

CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

13. INFORMATION ON BORROWINGS (Continued)

	2019 \$	2018 \$
(c) Undrawn Borrowing Facilities		
Credit Standby Arrangements		
Credit card limit	25,000	90,000
Credit card balance at balance date	(7,430)	(7,417)
Total amount of credit unused	17,570	42,583
Loan facilities		
Loan facilities - current	6,097,295	948,227
Loan facilities - non-current	7,851,061	13,948,366
Total facilities in use at balance date	13,948,356	14,896,593

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 (including 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.

Risk

Information regarding exposure to risk can be found at Note 25.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2018	1,703,248	1,883,854	3,387,100
Current provisions	0	429,113	429,113
Non-current provisions	1,703,248	2,092,997	3,796,213
Additional provision	352,182	235,164	587,329
Balance at 30 June 2019	2,055,408	2,328,131	4,383,538
Comprises			
Current	2,055,408	1,863,044	3,908,452
Non-current	0	475,086	475,086
	2,055,408	2,328,130	4,383,538

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date  
More than 12 months from reporting date

	2019 \$	2018 \$
Less than 12 months after the reporting date	876,708	759,243
More than 12 months from reporting date	3,506,830	3,036,970
	4,383,538	3,796,213

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

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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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

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:

	2019 Actual \$	2019 Budget \$	2019 Actual \$
Cash and cash equivalents	24,004,870	15,246,351	20,806,019
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(682,346)	(2,054,262)	(842,786)
Non-cash flows in Net result:			
Depreciation	11,361,319	11,157,341	10,386,679
Assets expensed during the year	28,579	0	161,507
Fixed assets expensed	270,329	0	91,284
Change in Equity WALGA Local Govt House Trust	(4,101)	0	19
Net Share of Interests in Joint Ventures	(139,905)	0	(325,217)
(Profit)/loss on sale of asset	(238,499)	(104,575)	(139,903)
Profit from sale of land (TPRC Joint Venture)	(414,744)	(333,333)	(462,233)
Loss on revaluation of fixed assets	0	0	3,572,593
Changes in assets and liabilities:			
(Increase)/decrease in receivables	174,126	368,333	749,896
(Increase)/decrease in Prepayments	(543,433)	0	0
(Increase)/decrease in inventories	9,134	0	(3,098)
Increase/(decrease) in payables	2,535,842	150,000	(766,442)
Increase/(decrease) in provisions	587,324	40,414	(24,646)
Grants contributions for the development of assets	(1,709,727)	(1,872,868)	(2,610,635)
Net cash provided by operating activities	10,933,898	7,381,050	9,783,068

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2019 \$	2018 \$
Governance	18,804,145	24,921,738
General purpose funding	13,250,940	3,396,788
Law, order, public safety	2,383,756	2,845,288
Health	4,876,588	4,877,550
Education and welfare	18,500,675	18,711,080
Community amenities	3,144,747	3,934,262
Recreation and culture	233,754,538	235,250,880
Transport	196,132,398	196,304,680
Other property and services	21,466,487	21,175,595
	512,343,276	511,188,419

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

#### 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.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

#### 18. CAPITAL AND LEASING COMMITMENTS

##### (a) Capital Expenditure Commitments

	2019 \$	2018 \$
Contracted for:		
- capital expenditure projects	983,981	873,131
- plant & equipment purchases	1,888,894	162,551
	2,872,855	1,065,882
Payable:		
- not later than one year	2,872,855	1,065,882

##### (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

	2019 \$	2018 \$
Payable:		
- not later than one year	43,272	131,347
- later than one year but not later than five years	0	43,272
	43,272	174,619

##### 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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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

19. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Meeting Fees	214,840	208,130	207,730
Mayor's allowance	62,727	62,730	62,727
Deputy Mayor's allowance	15,882	15,880	15,882
Travelling expenses	499	1,500	39
Telecommunications allowance	22,823	22,850	22,500
Stationery/Printing	3,507	3,850	2,198
Other Expenses	115	650	523
Child Care	5,805	3,000	5,012
	325,598	318,190	318,409

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

	2019 Actual	2018 Actual
	\$	\$
Short-term employee benefits	940,072	1,030,773
Post-employment benefits	98,249	101,568
Other long-term benefits	24,078	113,577
Termination benefits	185,252	0
	1,247,651	1,245,946

Short-term employee benefits

These amounts include all salary, 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.

Termination benefits

These amounts represent termination benefits paid to KMP.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

19. 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 guarantees exist in relation to related parties at year end.

The following transactions occurred with related parties:	2019 Actual	2018 Actual
	\$	\$
Sale of goods and services	59,826	59,155
Purchase of goods and services	2,602,966	2,411,341
Joint venture entities:		
Distributions received from joint venture entities	333,333	333,333
Amounts outstanding from related parties:		
Trade and other receivables	1,280	624
Amounts payable to related parties:		
Trade and other payables	154,473	27,613

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 equity method of accounting

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 20.

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

20. INTEREST IN JOINT ARRANGEMENTS

	2019	2018
	\$	\$
(a) Non-current assets		
Mindarie Regional Council	5,981,614	5,658,875
Tamala Park Regional Council	3,809,340	3,811,027
	<b>9,790,954</b>	<b>9,469,902</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 1998) that recognises the City as a member of the Mindarie Regional Council.

The City's interest in the MRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

	2019	2018
	\$	\$
Current Assets	Audited 3,103,934	Audited 2,837,000
Non-Current Assets	4,930,940	4,843,312
<b>Total Assets</b>	<b>8,034,880</b>	<b>7,680,312</b>
Current Liabilities	623,949	609,484
Non-Current Liabilities	1,429,317	1,411,953
<b>Total Liabilities</b>	<b>2,053,266</b>	<b>2,021,437</b>
<b>Net Assets</b>	<b>5,981,614</b>	<b>5,658,875</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 operations of Tamala Park Regional Council (TPRC). The TPRC was created in 2008 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).

	\$	\$
	Audited	Audited
Current Assets	3,693,401	3,674,621
Non-Current Assets	143,607	180,810
<b>Total Assets</b>	<b>3,837,008</b>	<b>3,855,431</b>
Current Liabilities	27,191	24,175
Non-Current Liabilities	477	429
<b>Total Liabilities</b>	<b>27,668</b>	<b>24,604</b>
<b>Net Assets</b>	<b>3,809,340</b>	<b>3,811,027</b>
<b>Total Interest in Joint Ventures</b>	<b>9,790,954</b>	<b>9,469,902</b>

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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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20. INTEREST IN JOINT ARRANGEMENTS (Continued)

(b) Change in Equity

	Note	2019	2018
		\$	\$
<b>Investment in Mindarie Regional Council</b>		<b>Audited</b>	<b>Audited</b>
Opening Balance		5,658,875	5,468,159
Changes on Revaluation of Non-Current Assets		99,737	88,837
Net Share of Interests in Mindarie Regional Council		223,002	75,879
<b>Closing Balance (Based on audited financials)</b>		<b>5,981,614</b>	<b>5,658,875</b>
<b>Investment in Tamala Park Regional Council</b>		<b>Audited</b>	<b>Audited</b>
Opening Balance		3,811,027	3,432,788
Proceeds from Sale of Land		828,217	1,839,294
Land Development Expenses		(413,473)	(1,374,080)
Net Share of Interests in Tamala Park Regional Council - Rates		0	0
<b>Closing Balance (Based on audited financials)</b>		<b>414,744</b>	<b>462,234</b>
Proceeds Distribution		(333,333)	(333,333)
Net Share of Interests in Tamala Park Regional Council - Rates		(26,268)	(26,167)
Net Share of Interests in Tamala Park Regional Council - Equity		(56,829)	275,505
<b>Closing Balance (Based on audited financials)</b>		<b>3,809,341</b>	<b>3,811,027</b>
Net Share of Interests in Mindarie Regional Council		223,002	75,879
Net Share of Interests in Tamala Park Regional Council - Rates		(26,268)	(26,167)
Net Share of Interests in Tamala Park Regional Council - Equity		(56,829)	275,505
<b>Closing Balance (Based on audited financials)</b>		<b>139,905</b>	<b>325,217</b>
<b>Non Current Assets</b>			
Land Held for Development (TPRC)	6	105,822	105,822
Interest in TPRC Joint Venture		3,809,340	3,811,027
<b>Closing Balance (Based on audited financials)</b>		<b>3,915,162</b>	<b>3,916,849</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.

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## 21. MAJOR LAND TRANSACTIONS

## (a) Details

The City's share of the sale proceeds received by TPRC was \$828,217; and the City's share of the development and selling costs was \$413,473; resulting in a net gain on the disposal of the developed land as \$414,744. This note should also be read in conjunction with Note 20 Interests in Joint Arrangements.

(c) Expected future cash flows

<b>Cash outflows</b>						
- Development costs	(2,190,666)	(2,904,050)	(2,751,955)	(518,018)	(271,801)	(8,634,289)
	(2,190,666)	(2,904,050)	(2,751,955)	(518,018)	(271,801)	(8,634,289)
<b>Cash inflows</b>						
- Sale proceeds	5,037,014	5,503,308	6,009,530	3,736,413	389,156	21,278,421
	5,037,014	5,503,308	6,009,530	3,736,413	389,156	21,278,421
<b>Net cash flows</b>	2,846,348	2,599,258	3,857,575	3,222,395	117,356	12,644,132

(d) Assets and liabilities

	2019	2018
	\$	\$
Inventories (Note 6)		
Non-Current		
Land held for development (TPRC)	105,822	105,822
	105,822	105,822

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## 22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening		Received <sup>(iv)</sup>		Expended <sup>(iv)</sup>		Closing		Received <sup>(iv)</sup>		Expended <sup>(iv)</sup>		Closing	
	1/07/17	2017/18	2017/18	2017/18	2017/18	2017/18	30/06/18	2018/19	2018/19	2018/19	2018/19	2018/19	30/06/19	30/06/19
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Law order, public safety</b>														
Safer communities - Beaufort Street CCTV upgrade	0	0	0	0	0	0	0	232,740	0	0	0	232,740	0	232,740
<b>Education and welfare</b>														
Share, Learn, Connect Project	0	8,000	0	8,000	0	8,000	0	8,000	0	0	0	8,000	0	0
Dept. of Communities	0	1,495	0	1,495	0	1,495	0	1,495	0	0	0	1,495	0	0
<b>Recreation and culture</b>														
Charles Vay ward town upgrade	0	0	0	0	0	0	0	49,986	0	49,986	0	49,986	0	49,986
Griffin Grant	0	0	0	0	0	0	0	19,000	0	19,000	0	19,000	0	19,000
<b>Transport</b>														
West Roads WA - Signalled pedestrian program	600,000	0	0	600,000	0	600,000	0	144,667	0	144,667	0	455,333	0	455,333
North Perth Public Open Space	0	16,000	0	16,000	0	16,000	0	16,000	0	16,000	0	16,000	0	0
North Perth Public Open Space	0	250,000	0	250,000	227,255	227,244	0	227,244	0	227,244	0	227,244	0	0
<b>Total</b>	600,000	276,495	0	857,756	227,255	857,756	0	706,981	0	706,981	0	706,981	0	706,981

**Notes:**

- (1) Cash contributions recognized as revenue in a previous reporting period which were not expensed at the close of the previous reporting period.
- (2) New grants contributed which were recognized as revenues during the reporting period and effective for 12 months beginning in the manner specified by the contributor.
- (3) Contributions which had been recognized as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period.
- (4) Contributions which had been recognized as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period but the expense recorded by the contributor.

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24. RATE SETTING STATEMENT INFORMATION

Note	2018/19 (30 June 2019 Carried Forward)	2018/19 Budget (30 June 2019 Carried Forward)	2018/19 (1 July 2018 Brought Forward)
	\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.			
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	10(a) (257,188)	(298,730)	(150,369)
Assets expensed during the year	28,579	0	151,507
Less: Fair value adjustments to financial assets at amortised cost	(4,101)	0	19
Fixed Assets expensed	270,329	0	91,284
Less: Change in accounting policy	27 (b) (137,472)	0	0
Movement in pensioner deferred rates (non-current)	(2,740)	0	(11,062)
Movement in other provisions	45,674	0	95,011
Movement in Infringement Debtors provisions (non-current)	198,072	0	0
Add: Loss on disposal of assets	10(a) 18,060	192,155	10,466
Movement in Net Share of Interest in Joint Ventures	(139,905)	0	(325,217)
Profit from sale of land (TPRC Joint Venture)	(414,744)	(333,333)	(508,411)
Add: Depreciation on assets	10(c) 11,381,319	11,157,341	10,388,879
<b>Non cash amounts excluded from operating activities</b>	<b>10,984,812</b>	<b>10,719,433</b>	<b>9,751,857</b>
<b>(b) Surplus/(deficit) after imposition of general rates</b>			
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.			
<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	3 (12,582,885)	(10,408,412)	(11,431,970)
Less: Restricted non operating grant	(800,000)	0	(800,000)
Less: Shares transferred from non current to current asset	(11,000)	0	(11,000)
Add: Borrowings	13(a) 8,097,295	914,943	948,227
Add: Infringement debtors transferred to non current asset	971,182	0	1,098,403
<b>Total adjustments to net current assets</b>	<b>(6,125,408)</b>	<b>(9,491,469)</b>	<b>(10,028,340)</b>
<b>Net current assets used in the Rate Setting Statement</b>			
Total current assets	20,143,219	20,190,456	24,533,114
Less: Total current liabilities	(17,208,633)	(10,582,751)	(8,980,372)
Less: Total adjustments to net current assets	(6,125,408)	(9,491,469)	(10,028,340)
<b>Net current assets used in the Rate Setting Statement</b>	<b>6,811,178</b>	<b>10,116,236</b>	<b>15,524,402</b>

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25. FINANCIAL RISK MANAGEMENT

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
<b>Market risk - Interest rate</b>	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
<b>Credit risk</b>	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits.
<b>Liquidity risk</b>	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

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 finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at 30 June and the weighted average interest rate across all cash and cash equivalents are reflected in the table below.

	Weighted Average Interest Rate %	Carrying Amounts \$	Fixed Interest Rate \$	Variable Interest Rate \$	Non-Interest Bearing
<b>2019</b>					
Cash and cash equivalents	2.29%	24,964,870	20,195,781	4,769,089	0
<b>2018</b>					
Cash and cash equivalents	2.51%	20,866,019	17,609,944	3,256,075	0

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2019 \$	2018 \$
Impact of a 1% movement in interest rates on profit and loss and equity*	47,691	32,561

\* Holding all other variables constant

Borrowings

Borrowings are 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 City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 13(b).

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25. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade Receivables

The City's major receivables comprise rates annual charges and user fees and charges. 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 applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2018 or 1 July 2019 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors. There are no material receivables that have been subject to a re-negotiation of repayment terms.

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for Sundry debtors & infringement related debtors:

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2019</b>					
<b>Sundry Receivables</b>					
Expected credit loss	1.10%	7.80%	16.20%	37.10%	
Gross carrying amount	387,514	30,514	1,653	401,468	821,199
Loss allowance	4,263	2,319	272	148,952	155,806
<b>01 July 2018</b>					
<b>Sundry Receivables</b>					
Expected credit loss	1.20%	6.40%	14.80%	36.85%	
Gross carrying amount	661,576	12,477	5,898	346,979	1,026,930
Loss allowance	7,939	799	872	127,862	137,472
<b>30 June 2019</b>					
<b>Infringement Receivables</b>					
Expected credit loss	0.25%	1.20%	2.50%	14.70%	
Gross carrying amount	40,394	39,850	94,554	2,583,656	2,758,454
Loss allowance	100	477	2,364	379,797	382,738
<b>01 July 2018</b>					
<b>Infringement Receivables</b>					
Expected credit loss	0.25%	1.05%	2.25%	11.30%	
Gross carrying amount	55,455	44,545	121,791	2,506,865	2,728,656
Loss allowance	138	467	2,740	293,275	296,620

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25. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

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 and disclosed in Note 13(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
<b>2019</b>					
Payables	(7,200,886)	0	0	(7,200,886)	(7,200,886)
Borrowings	(6,768,159)	(4,528,107)	(6,067,845)	(17,423,911)	(13,948,356)
	(13,969,045)	(4,528,107)	(6,067,845)	(24,564,997)	(21,149,242)
<b>2018</b>					
Payables	(4,885,044)	0	0	(4,885,044)	(4,885,044)
Borrowings	(1,891,770)	(10,348,328)	(7,077,582)	(19,315,880)	(14,898,583)
	(6,556,814)	(10,348,328)	(7,077,582)	(23,982,724)	(19,561,827)

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26. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

Specific types of bond monies have been transferred to the City's Municipal funds because they do not qualify to be treated as Trust monies in accordance to Section 6.9 of the Local Government Act 1995.

	1 July 2018	Amounts Received	Amounts Paid	Amounts transferred to Municipal fund	30 June 2019
	\$	\$	\$		\$
Beatty Park Bonds	250	0	0	(250)	0
Ground Bonds	19,350	13,894	(9,550)	(23,694)	0
Hall Deposits	48,407	14,550	(27,849)	(35,308)	0
Key Deposits	10,940	0	(400)	(10,540)	0
Leederville Gardens Inc Trust	5,328,972	1,086,801	(945,387)	0	5,468,186
Works Bonds - City of Vincent	1,708,852	544,798	(518,050)	(1,735,598)	0
Unclaimed Monies	158,082	6,168	(1,487)	(163,743)	(0)
Planning Application Bonds	37,200	0	0	(37,200)	0
	7,311,033	1,665,979	(1,502,523)	(2,008,303)	5,468,186

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CITY OF VINCENT  
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27. INITIAL APPLICATION OF AUSTRALIAN 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 associated with the amendment of existing standards, the only new standard with material application is AASB 9 *Financial Instruments*.

AASB 9 *Financial Instruments*

AASB 9 *Financial Instruments* replaces AASB 139 *Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting.

The City applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements. In accordance with AASB 9.7.2.15, the City has not restated the comparative information which continues to be reported under AASB 139. Differences arising from adoption have been recognised directly in accumulated surplus/(deficit).

The effect of adopting AASB 9 as at 1 July 2018 was, as follows:

	Adjustments	01 July 2018
		\$
<b>Assets</b>		
Trade receivables	(a),(b)	137,472
<b>Total Assets</b>		137,472
<b>Total adjustments to Retained Surplus</b>		
Accumulated surplus/(deficit)	(a),(b)	137,472
		137,472

The nature of these adjustments are described below:

(a) *Classification and measurement*

Under AASB 9, financial assets are subsequently measured at amortised cost, fair value through other comprehensive income (fair value through OCI) or fair value through profit or loss (fair value through P/L). The classification is based on two criteria: the City's business model for managing the assets; and whether the assets' contractual cash flows represent 'solely payments of principal and interest' on the principal amount outstanding.

The assessment of the City's business model was made as of the date of initial application, 1 July 2018. The assessment of whether contractual cash flows on financial assets are solely comprised of principal and interest was made based on the facts and circumstances as at the initial recognition of the assets.

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CITY OF VINCENT  
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## 27. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The classification and measurement requirements of AASB 9 did not have a significant impact on the City. The following are the changes in the classification of the City's financial assets:

- Trade receivables and Loans and advances (i.e. Other debtors) classified as Loans and receivables as at 30 June 2018 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as Financial assets at fair value through profit or loss (fair value through P/L) beginning 1 July 2018.

In summary, upon the adoption of AASB 9, the City had the following required (or elected) reclassifications as at 1 July 2018:

AASB 139 category	AASB 139 value \$	AASB 9 category amortised cost \$	Fair value through OCI \$	Fair value through P/L \$
<b>Loans and receivables</b>				
Trade receivables*	3,471,753	3,334,281	0	0
	3,471,753	3,334,281	0	0

\* The change in carrying amount is a result of additional impairment allowance. See the discussion on impairment below.

### (b) Impairment

The adoption of AASB 9 has fundamentally changed the City's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the City to recognise an allowance for ECLs for all financial assets not held at fair value through P/L. Upon adoption of AASB 9, the City recognised an additional impairment on the City's Trade receivables of \$137,472 which resulted in a decrease in retained surplus of \$137,472 as at 1 July 2018.

Set out below is the reconciliation of the ending impairment allowances in accordance with AASB 139 to the opening loss allowances determined, in accordance with AASB 9:

	Impairment under AASB 139 as at 30 June 2018 \$	Remeasurement \$	ECL under AASB 9 as at 01 July 2018 \$
Loans and Sundry receivables under AASB 139 / Financial assets at amortised cost under AASB 9	0	137,472	137,472
	0	137,472	137,472

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## 27. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

### (c) Impact of changes to Retained Surplus

The impact on the City of the changes as at 1 July 2018 is as follows:

	Adjustments	2018 \$
Retained surplus - 30 June 2018		124,871,424
Adjustment to retained surplus from adoption of AASB 9	(137,472)	(137,472)
Retained surplus - 1 July 2018		124,733,952

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28. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS

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.

This note explains management's assessment of the new and amended pronouncements that are relevant to the City, the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities. These standards are applicable to future reporting periods and have not yet been adopted.

(a) Revenue from Contracts with Customers

The City will adopt AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions of AASB 15, the City will adopt the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments are expected to be made to the amounts recognised in the Statement of Financial Position at the date of initial application (1 July 2019):

	AASB 15 carrying amount		AASB 15 carrying amount	
	Note	30 June 2019	Reclassification	01 July 2019
		\$	\$	\$
Contract liabilities - current				
Unspent grants, contributions and reimbursements		0	753,984	753,984

(b) Leases

The City will adopt AASB 16 retrospectively from 1 July 2019 as a result of changes in accounting policies. In accordance with the transition provisions of AASB 16, the City will apply this Standard to its leases retrospectively, with the cumulative effect of initially applying AASB 16 recognised on 1 July 2019. In applying the AASB 16 under the specific transition provisions chosen, the City will not restate comparatives for prior reporting periods.

On adoption of AASB 16, the City will recognise lease liabilities in relation to leases which had previously been classified as an 'operating lease' applying AASB 117. These lease liabilities will be measured at the present value of the remaining lease payments, discounted using the lessee's incremental borrowing rate on 1 July 2019. The weighted average lessee's incremental borrowing rates applied to the lease liabilities on 1 July 2019 is 3.55%.

	Note	2019
		\$
Operating lease commitments disclosed as at 30 June 2019		43,272
Right-of-use asset recognised at 1 July 2019		0
Low-value leases recognised on a straight-line basis as an expense		43,272

On adoption of AASB 16, the City will recognise a right-of-use asset in relation to a lease which had previously been classified as an 'operating lease' applying AASB 117. This right-of-use asset is to be measured as if AASB 16 had been applied since its commencement date by the carrying amount but discounted using the lessee's incremental borrowing rate as on 1 July 2019.

On adoption of AASB 16 Leases (issued February 2016), for leases which had previously been classified as an 'operating lease' when applying AASB 117, the City has not made any adjustments on transition for leases for which the underlying asset is of low value or the lease agreement expires within the next 12 months. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5).

In applying AASB 16 for the first time, the City will use the following practical expedient permitted by the standard.  
- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application.

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28. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS (Continued)

(c) Income For Not-For-Profit Entities

The City will adopt AASB 1058 Income for Not-for-Profit Entities (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions of AASB 1058, the City will adopt the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes will occur to the following financial statement line items by application of AASB 1058 as compared to AASB 1004 Contributions before the change:

	AASB 1004 carrying amount		AASB 1058 carrying amount	
	Note	30 June 2019	Reclassification	01 July 2019
		\$	\$	\$
Trade and other payables		7,200,886	0	7,200,886

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates will be recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the City. When the taxable event occurs the financial liability will be extinguished and the City will recognise income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the City to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

(d) Impact of changes to Retained Surplus

The impact on the City of the changes as at 1 July 2019 is as follows:

	Note	Adjustments	2019
			\$
Retained surplus - 30 June 2019			122,500,591
Adjustment to retained surplus from adoption of AASB 15	28(a)	(753,984)	
Adjustment to retained surplus from adoption of AASB 1058	28(c)	0	(753,984)
Retained surplus - 01 July 2019			121,846,707

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<p>CITY OF VINCENT NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019</p> <p><b>29. OTHER SIGNIFICANT ACCOUNTING POLICIES</b></p> <p><b>h) Goods and services tax (GST)</b> 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).</p> <p>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.</p> <p>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.</p> <p><b>i) Current and non-current classification</b> 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.</p> <p><b>j) Rounding off figures</b> 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.</p> <p><b>k) Comparative figures</b> Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.</p> <p>When the City applies an accounting policy retrospectively, makes a retrospective restatement or retrospective items in its financial statements that have 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.</p> <p><b>l) Budget comparative figures</b> 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.</p> <p><b>m) Superannuation</b> The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.</p> <p><b>n) Fair value of assets and liabilities</b> 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. arm's length) transaction between independent, knowledgeable and willing market participants at the measurement date.</p> <p>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, in the extent possible, the use of observable market data.</p> <p>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).</p> <p>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.</p> <p><b>h) Fair value hierarchy</b> 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:</p> <p><b>Level 1</b> Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.</p> <p><b>Level 2</b> Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.</p> <p><b>Level 3</b> Measurements based on unobservable inputs for the asset or liability.</p> <p>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.</p> <p><b>Valuation techniques</b> 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:</p> <p><b>Market approach</b> Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.</p> <p><b>Income approach</b> Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.</p> <p><b>Cost approach</b> Valuation techniques that reflect the current replacement cost of the service capacity of an asset.</p> <p>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.</p> <p><b>Impairment of assets</b> 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.</p> <p>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.</p> <p>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.</p> <p>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 115.31 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 end of the reporting period.</p>	
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<p>CITY OF VINCENT NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019</p> <p><b>30. ACTIVITIES/PROGRAMS</b></p> <p>The City's operations as disclosed in these financial statements encompass the following service orientated activities/programs."</p> <p><b>GOVERNANCE</b> 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.</p> <p><b>GENERAL PURPOSE FUNDING</b> This schedule records details of rate revenue and general purpose grants allocated by the VWA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).</p> <p><b>LAW, ORDER, PUBLIC SAFETY</b> This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.</p> <p><b>HEALTH</b> This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.</p> <p><b>EDUCATION AND WELFARE</b> 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.</p> <p><b>COMMUNITY AMENITIES</b> 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.</p> <p><b>RECREATION AND CULTURE</b> 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.</p> <p><b>TRANSPORT</b> 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.</p> <p><b>ECONOMIC SERVICES</b> This program covers costs associated with building control and area promotion.</p> <p><b>OTHER PROPERTY AND SERVICES</b> 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.</p>	
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CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2019

31. FINANCIAL RATIOS

	2019 Actual	2018 Actual	2017 Actual
Current ratio	0.92	1.36	1.38
Asset consumption ratio	0.08	0.69	0.84
Asset renewal funding ratio	0.83	0.81	N/A
Asset sustainability ratio	0.33	0.43	0.51
Debt service cover ratio	5.09	4.22	6.10
Operating surplus ratio	(0.05)	(0.06)	0.02
Own source revenue coverage ratio	0.93	0.98	0.99

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	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
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	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

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**8 CHIEF EXECUTIVE OFFICER****8.6 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 26 NOVEMBER 2019****TRIM Ref:** D19/183250**Author:** Meluka Bancroft, Executive Manager Corporate Strategy and Governance**Authoriser:** David MacLennan, Chief Executive Officer**Attachments:** 1. Minutes of the Audit Committee - 26 November 2019  **RECOMMENDATION:****That Council:**

1. **RECEIVES** this report from the Audit Committee meeting of 26 November 2019; and
2. **APPROVES** the recommendations of the Audit Committee as set out in the Minutes of the 26 November 2019 meeting (Attachment 1).

**PURPOSE OF REPORT:**

To report to Council the proceedings of the Audit Committee at its meeting held on 26 November 2019 in accordance with clause 2.21(1) of the City's Meeting Procedures Local Law 2008.

**BACKGROUND:**

The City's Audit Committee is a statutory committee of Council, established in accordance with section 7.1A of the *Local Government Act 1995*. The primary objectives of the Audit Committee are to:

- accept responsibility for the annual external audit; and
- liaise with the local government's internal and external auditors so that Council can be satisfied with the performance of the local government in managing its affairs.

The Audit Committee meets approximately every two months and comprises of three external independent members and four Elected Members.

**DETAILS:**

At its meeting on 26 November 2019, the Audit Committee considered six agenda items as follows:

- 5.1 *Appointment of Audit Committee Chairperson and Deputy Chairperson*
- 5.2 *Review of City of Vincent risk appetite and tolerance statements and Risk Management Policy – presentation from BDO Pty Ltd*
- 5.3 *Audited Financial Statements and Concluding Memorandum for year ended 30 June 2019 – to be presented by the office of the Auditor General and Moore Stephens*
- 5.4 *Update on the internal audit plan 2016 – 2020*
- 5.5 *Audit Committee Meeting Dates 2020*
- 5.6 *Review of the City of Vincent Audit Log*

A summary of each item is below:

- 5.1 *Appointment of Audit Committee Chairperson and Deputy Chairperson*

The current members of the Audit Committee are as follows:

Cr Joshua Topelberg  
Cr Dan Loden  
Cr Susan Gontaszewski  
Cr Ashley Wallace

*External Members:*  
Mr Conley Manifis  
Ms Elizabeth Hunt  
Mr Robert Piper

Conley Manifis was elected unopposed as the Chair, and Cr Topelberg was elected unopposed as Deputy Chair, for a term of one year. This means that for the first time the Audit Committee has an independent Chair.

**5.2** *Review of City of Vincent risk appetite and tolerance statements and Risk Management Policy – presentation from BDO Pty Ltd*

The Audit Committee considered the City's draft risk appetite and tolerance statements and risk management framework (including the policy and administrative procedure). The draft risk appetite and tolerance statements and risk management policy will be finalised for presentation to Council in February 2020.

**5.3** *Audited Financial Statements and Concluding Memorandum for year ended 30 June 2019 – to be presented by the office of the Auditor General and Moore Stephens*

The Audit Committee considered the Audited Annual Financial Statements and the Auditor's Concluding Memorandum for the year ended 30 June 2019 and noted the decline in the Asset Sustainability Ratio. A response will be provided to the Minister for Local Government in respect to the Asset Sustainability Ratio decline, and this item will be tracked by the Audit Committee.

**5.4** *Update on the internal audit plan 2016 – 2020*

The Audit Committee received an update on the status of the City's Internal Audit Plan 2016 – 2020, noting that only three internal audits have been undertaken over the last three years. The Audit Committee requested that Administration prepare an internal audit plan for the next four years, which prioritises internal audit items based on risk. The draft internal audit plan 2019/20 – 2022/23 will be presented to the Audit Committee at its next meeting, scheduled for 3 March 2020.

**5.5** *Audit Committee Meeting Dates 2020*

The Audit Committee adopted its schedule of meeting dates for 2020, as follows:

Date	Time
Tuesday 3 March	1.00pm
Tuesday 5 May	1.00pm
Tuesday 30 June	1.00pm
Tuesday 1 September	1.00pm
Tuesday 3 November	1.00pm

**5.6** *Review of the City of Vincent Audit Log*

The Audit Committee received the progress made on the items listed in the City's Audit Log, and reviewed the six items recommended for closure.

**CONSULTATION/ADVERTISING:**

Nil.

**LEGAL/POLICY:**

Pursuant to clause 2.21 of the City's Meeting Procedures Local Law 2008:

**(1)** *Every committee is to cause:-*

- (a) a report with recommendations and suitable preamble;*
- (b) minutes of the committee's proceedings and transactions;*

*to be presented to the Council by the presiding member of each committee concerned, or in his or her absence, a member of the committee in the form of a motion; "That the report be received and the recommendation be adopted".*

- (2) *No objection to the receipt of a report of any committee, or any part of it, shall be raised when such reports are presented to the Council, except for reasons arising out of such reports.*
- (3) *The presiding member is to:-*
- (a) *put the motion that the report be received;*
  - (b) *call for a motion to be moved by any member pursuant to clause 5.6(1), with the exception of item (a) of that clause, with respect to any recommendation contained in the report;*
  - (c) *put the motion that the recommendation be adopted in relation to the recommendations contained in the report, apart from a recommendation or recommendations which are the subject of a motion by a member pursuant to the preceding item of this sub-clause; and*
  - (d) *ensure that the motions are debated and dealt with in accordance with these Standing Orders in relation to a recommendation or those recommendations in the report which are the subject of a motion or motions by a member or members pursuant to clause 5.6."*

The Audit Committee Terms of Reference governs the functions, powers and membership of the Audit Committee.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Reporting the outcomes of the Audit Committee meeting on 26 November 2019 to Council aligns with good corporate governance.

**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.*

*We are open and accountable to an engaged community.*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.



**CITY OF VINCENT**

# **MINUTES**

**Audit Committee**

**26 November 2019**



## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

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## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

**MINUTES OF CITY OF VINCENT  
AUDIT COMMITTEE  
HELD AT THE COMMITTEE ROOM, ADMINISTRATION AND CIVIC CENTRE  
244 VINCENT STREET, LEEDERVILLE  
ON TUESDAY, 26 NOVEMBER 2019 AT 1PM**

<b>PRESENT:</b>	Mr Conley Manifis	Independent External Member (Chair elect)
	Cr Joshua Topelberg	South Ward (Deputy Chair elect)
	Cr Dan Loden	North Ward
	Cr Susan Gontaszewski	South Ward
	Cr Ashley Wallace	South Ward (via teleconference)
	Ms Elizabeth Hunt	Independent External Member
	Cr Robert Piper	Independent External Member
<b>IN ATTENDANCE:</b>	David MacLennan	Chief Executive Officer
	John Corbellini	A/Executive Director Community & Business Services
	Vanisha Govender	Executive Manager Financial Services
	Meluka Bancroft	Executive Manager Corporate Strategy & Governance
	Nirav Shah	Coordinator Financial Services (Item 5.3 only)
	Sharron Kent	Governance & Council Liaison Officer
<b>PRESENTERS:</b>	Pippa Hobson	BDO Pty Ltd (Item 5.2 only)
	Greg Godwin	Moore Stephens (WA) Pty Ltd (Item 5.3 only)
	Aram Madnack	Office of the Auditor General (Item 5.3 only)

**1 INTRODUCTION AND WELCOME**

As the positions of Chair and Deputy Chair were vacant, the Chief Executive Officer, David MacLennan, declared the meeting open at 1.07pm and read the following Acknowledgement of Country statement:

"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 APPROVED LEAVE OF ABSENCE**

Nil

**3 DECLARATIONS OF INTEREST**

Nil

**4 CONFIRMATION OF MINUTES****MOTION AND COMMITTEE DECISION ITEM 4**

**Moved:** Cr Topelberg , **Seconded:** Cr Loden

**That the Minutes of the Audit Committee held on 27 August 2019 be confirmed.**

**CARRIED UNANIMOUSLY (7-0)**

**For:** Cr Loden, Mr Manifis, Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg

**Against:** Nil

## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

**5 BUSINESS ARISING****5.1 APPOINTMENT OF AUDIT COMMITTEE CHAIRPERSON AND DEPUTY CHAIRPERSON****TRIM Ref:** D19/178484**Author:** Sharron Kent, Governance and Council Liaison Officer**Authoriser:** David MacLennan, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION:**

That \_\_\_\_\_ be elected as Chairperson of the Audit Committee for a period of 12 months, ending at the Audit Committee meeting in February 2021.

That \_\_\_\_\_ be elected as Deputy Chairperson of the Audit Committee for a period of 12 months, ending at the Audit Committee meeting in February 2021.

Chief Executive Officer, David MacLennan, called for nominations for the role of Chairperson of the Audit Committee. Mr Manifis nominated himself for the role. There being only one nomination, the Chief Executive Officer declared Mr Manifis elected unopposed to the role of Chairperson of the Audit Committee.

Chief Executive Officer, David MacLennan, called for nominations for the role of Deputy Chairperson of the Audit Committee. Cr Topelberg nominated himself for the role. There being only one nomination, the Chief Executive Officer declared Cr Topelberg elected unopposed to the role of Deputy Chairperson of the Audit Committee.

**COMMITTEE DECISION ITEM 5.1****Moved:** Cr Loden, **Seconded:** Ms Hunt

**That Mr Manifis be ELECTED as Chairperson of the Audit Committee for a period of 12 months, ending at the Audit Committee meeting in February 2021.**

**That Cr Topelberg be ELECTED as Deputy Chairperson of the Audit Committee for a period of 12 months, ending at the Audit Committee meeting in February 2021.**

**CARRIED UNANIMOUSLY (7-0)****For:** Cr Loden, Mr Manifis, Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg**Against:** Nil

Mr Manifis assumed the position of Chair.

## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

Pippa Hobson of BDO Pty Ltd presented on the following Item.

Cr Loden vacated the meeting at 1.29pm and returned at 1.29pm during discussion and prior to voting on the following item.

## 5.2 REVIEW OF CITY OF VINCENT RISK APPETITE AND TOLERANCE STATEMENTS AND RISK MANAGEMENT POLICY - PRESENTATION FROM BDO PTY LTD

TRIM Ref: D19/171208

Author: Meluka Bancroft, Executive Manager Corporate Strategy and Governance

Authoriser: David MacLennan, Chief Executive Officer

Attachments:

1. Risk Management Policy - draft - Confidential
2. Risk Appetite and Tolerance Statements - draft prepared by BDO Pty Ltd - Confidential
3. Policy 4.1.26 - 'Risk Management' (current) - Confidential
4. Risk Management Administrative Procedure - draft - Confidential

### RECOMMENDATION:

That the Audit Committee:

1. RECEIVES the update on the development and implementation of the risk management framework, including the new risk management policy, at Attachment 1 and risk appetite and tolerance statements, at Attachment 2; and
2. RECOMMENDS to Council:
  - 2.1 the repeal of the City's Policy 4.1.26 – 'Risk Management', at Attachment 3;
  - 2.2 approval of the updated policy – '*Risk Management*' for the purposes of local public notice for a period of at least 21 days; and
  - 2.3 endorsement of the risk appetite and tolerance statements.

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be adopted.

### AMENDMENT 1

Moved: Cr Topelberg, Seconded: Cr Loden

That the recommendation be amended as follows in **red**:

That the Audit Committee:

1. RECEIVES the update on the development and implementation of the risk management framework, including the new risk management policy, at Attachment 1 and risk appetite and tolerance statements, at Attachment 2; and
2. RECOMMENDS to Council **for consideration the update on the risk management policy and risk appetite and tolerance statements.:**
  - ~~2.1 the repeal of the City's Policy 4.1.26 – 'Risk Management', at Attachment 3;~~**
  - ~~2.2 approval of the updated policy – '*Risk Management*' for the purposes of local public notice for a period of at least 21 days; and~~**
  - ~~2.3 endorsement of the risk appetite and tolerance statements.~~**

### AMENDMENT CARRIED (7-0)

**For:** Cr Loden, Mr Manifis, Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg

**Against:** Nil

AUDIT COMMITTEE MINUTES26 NOVEMBER 2019COMMITTEE DECISION ITEM 5.2

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the Audit Committee:

1. RECEIVES the update on the development and implementation of the risk management framework, including the new risk management policy, at Attachment 1 and risk appetite and tolerance statements, at Attachment 2; and
2. RECOMMENDS to Council for consideration the update on the risk management policy and risk appetite and tolerance statements.

CARRIED UNANIMOUSLY (7-0)

**For:** Cr Loden, Cr Manifis, Ms Hunt, Cr Wallace, Cr Gontaszewski, Cr Piper and Cr Topelberg

**Against:** Nil



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AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

Greg Godwin of Moore Stephens (WA) Pty Ltd and Aram Madnack of Office of the Auditor General presented on the following Item.

**5.3 AUDITED FINANCIAL STATEMENTS AND CONCLUDING MEMORANDUM FOR YEAR ENDED 30 JUNE 2019 - TO BE PRESENTED BY THE OFFICE OF THE AUDITOR GENERAL AND MOORE STEPHENS**

TRIM Ref: D19/165144  
Author: Nirav Shah, Coordinator Financial Services  
Authoriser: David MacLennan, Chief Executive Officer  
Attachments: 1. Audit Concluding Memorandum - Confidential  
2. Audited Annual Financial Statements - Confidential

**RECOMMENDATION:**

That the Audit Committee:

1. RECEIVES the Auditor's Concluding Memorandum prepared by Moore Stephens and the Office of the Auditor General, for the year ending 30 June 2019 at Attachment 1;
2. RECEIVES the Audited Annual Financial Statements for the year ended 30 June 2019 at Attachment 2; and
3. RECOMMENDS to Council the adoption of the Audited Annual Financial Statements for the year ended 30 June 2019.

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be adopted.

**AMENDMENT 1**

Moved: Cr Gontaszewski, Seconded: Cr Loden

That the recommendation be amended to include a new point 4. as follows in **red**:

4. **REQUESTS that Administration track the Asset Sustainability Ratio non-compliance through the Audit Log and provides a response to the Minister for Local Government within 30 days of receipt of the auditor's report.**

**AMENDMENT CARRIED (7-0)**

**For:** Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg

**Against:** Nil

**COMMITTEE DECISION ITEM 5.3**

Moved: Cr Gontaszewski, Seconded: Cr Loden

That the Audit Committee:

1. RECEIVES the Auditor's Concluding Memorandum prepared by Moore Stephens and the Office of the Auditor General, for the year ending 30 June 2019 at Attachment 1;
2. RECEIVES the Audited Annual Financial Statements for the year ended 30 June 2019 at Attachment 2; and
3. RECOMMENDS to Council the adoption of the Audited Annual Financial Statements for the year ended 30 June 2019.
4. REQUESTS that Administration track the Asset Sustainability Ratio non-compliance through the Audit Log and provides a response to the Minister for Local Government within the deadline.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg

**Against:** Nil

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**AUDIT COMMITTEE MINUTES****26 NOVEMBER 2019**

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At 2:30pm, Mr Conley Manifis (Chair) left the meeting and Cr Joshua Topelberg continued the meeting as Deputy Chair.

**5.4 UPDATE ON THE INTERNAL AUDIT PLAN 2016 - 2020****TRIM Ref:** D19/144919**Author:** Meluka Bancroft, Executive Manager Corporate Strategy and Governance**Authoriser:** David MacLennan, Chief Executive Officer**Attachments:** 1. Internal Audit Plan 2016 - 2020 - Confidential**RECOMMENDATION:**

That the Audit Committee:

1. **NOTES** the status of the Internal Audit Plan 2016 – 2020, at Attachment 1; and
2. **REQUESTS** that the Chief Executive Officer prepare a new internal audit plan for the period 2019/20 – 2022/23, to be presented to the Audit Committee for endorsement in early 2020.

**COMMITTEE DECISION ITEM 5.4****Moved:** Cr Loden, **Seconded:** Cr Gontaszewski

That the recommendation be adopted.

**CARRIED UNANIMOUSLY (6-0)**

(Mr Manifis had left the meeting and did not vote.)

Note: the Committee requested that the new internal audit plan for the period 2019/20 – 2022/23 (as per Recommendation 2.) be presented to the Audit Committee for endorsement at its first meeting in March 2020.

## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

## 5.5 AUDIT COMMITTEE MEETING DATES 2020

TRIM Ref: D19/153017

Author: Sharron Kent, Governance and Council Liaison Officer

Authoriser: David MacLennan, Chief Executive Officer

Attachments: 1. Proposed Audit Committee Dates 2020 - Confidential

## RECOMMENDATION:

That the Audit Committee ADOPTS the meeting schedule for 2020 as follows:

Date	Time
Tuesday 3 March	1.00pm
Tuesday 5 May	1.00pm
Tuesday 30 June	1.00pm
Tuesday 1 September	1.00pm
Tuesday 3 November	1.00pm

COMMITTEE DECISION ITEM 5.5Moved: Cr Loden, Seconded: Mr Piper

That the recommendation be adopted.

CARRIED UNANIMOUSLY (6-0)**For:** Cr Loden, Ms Hunt, Cr Wallace, Cr Gontaszewski, Mr Piper and Cr Topelberg**Against:** Nil

(Mr Manifis had left the meeting and did not vote.)

## AUDIT COMMITTEE MINUTES

26 NOVEMBER 2019

## 5.6 REVIEW OF THE CITY OF VINCENT AUDIT LOG

TRIM Ref: D19/179864

Author: Sharron Kent, Governance and Council Liaison Officer

Authoriser: David MacLennan, Chief Executive Officer

Attachments: 1. City of Vincent Audit Log - as at November 2019 - Confidential

## RECOMMENDATION:

That the Audit Committee recommends to Council that it NOTES the status of the City's Audit Log at Attachment 1.

Moved: Mr Piper, Seconded: Cr Loden

That the recommendation be adopted.

AMENDMENT 1

Moved: Cr Gontaszewski, Seconded: Ms Hunt

That the recommendation be amended as follows in red:

That the Audit Committee recommends to Council that it NOTES:

1. the status of the City's Audit Log at Attachment 1; and
2. that a report is to be received by the Audit Committee at its next meeting, no later than March 2020, detailing the City's failure to meet the Australian Government "Roads to Recovery" expenditure maintenance requirements for 2018-19 and the proposed response to the Department of Infrastructure, Transport, Cities and Regional Development.

COMMITTEE DECISION ITEM 5.6

Moved: Mr Piper, Seconded: Cr Loden

That the Audit Committee recommends to Council that it NOTES:

1. the status of the City's Audit Log at Attachment 1; and
2. that a report is to be received by the Audit Committee at its next meeting, no later than March 2020, detailing the City's failure to meet the Australian Government "Roads to Recovery" expenditure maintenance requirements for 2018-19 and the proposed response to the Department of Infrastructure, Transport, Cities and Regional Development.

CARRIED UNANIMOUSLY (6-0)

(Mr Manifis had left the meeting and did not vote.)

**AUDIT COMMITTEE MINUTES****26 NOVEMBER 2019**

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At 2.46pm, Cr Loden left the meeting.

**6 GENERAL BUSINESS**

Nil

**7 NEXT MEETING**

The next Audit Committee Meeting is scheduled for 1pm, Tuesday 3 March 2020.

**8 CLOSURE**

There being no further business, the meeting closed at 2.53pm.

These Minutes were confirmed by the Audit Committee as a true record and accurate record of the Audit Committee meeting held on 26 November 2019.

Signed: To be confirmed at the meeting scheduled for 3 March 2020.

Dated

**8.8 LEASE OF PORTION OF GRANDSTAND MEZZANINE, AEROBICS ROOM AND OLD ADMINISTRATION OFFICES AT BEATTY PARK LEISURE CENTRE - WA SWIMMING ASSOCIATION INC**

TRIM Ref: D19/148226

Author: Daniel Janssen, Land Projects Officer

Authoriser: Meluka Bancroft, Executive Manager Corporate Strategy and Governance

Attachments: 1. Letter from Swimming WA requesting a new lease [↓](#) 

**RECOMMENDATION:**

That Council:

1. **APPROVES** a lease commencing 1 January 2020 to the Western Australian Swimming Association Incorporated for a portion of the office space at the Beatty Park Leisure Centre on the following key items:
  - 1.1 **Term:** 1.5 years commencing 1 January 2020, to align with the Beatty Park Leisure Centre Options Project implementation;
  - 1.2 **Lease Area:** 377.766 m<sup>2</sup>;
  - 1.3 **Rent:** \$48,294 plus GST per annum indexed to CPI;
  - 1.4 **Outgoings Contribution:** \$5,666 plus GST payable from 1 July 2020, based on a rate of \$30/m<sup>2</sup> to cover the utility and building insurance costs;
  - 1.5 **Emergency Services Levy:** Payable by the Lessee;
  - 1.6 **Repairs of Damage:** Lessee is liable for the cost of the repair of any damage resulting from its use of the premises. The City will arrange the repair / maintenance work;
  - 1.7 **Insurance:** Lessee to effect and maintain public liability insurance of a minimum of \$20,000,000 for any claim;
  - 1.8 **Sub Lease:** Power to sub lease parts of the Lease Area subject to the Lessor's consent, which can not be unreasonably withheld;
  - 1.9 **Redevelopment / capital works:** The City may at its discretion undertake any major capital works or the redevelopment of a portion of the Beatty Park Leisure Centre, subject to providing at least 6 months' notice in writing to the Lessee. If the works are deemed by the City to adversely impact the use of the Premises, the lease will terminate, and no compensation to the Lessee will be payable. The City will endeavour to find the Lessee any alternative space within the centre to use during the redevelopment period; and
  - 1.10 **Car parking licence:** Lessee may use 7 staff parking bays and 2 visitor bays between business hours, 7.30am – 5.30pm Monday – Friday;
2. **NOTES** that the City values the Western Australian Swimming Association Incorporated's use of a portion of the Beatty Park Leisure Centre and will look to accommodate their continued use once the Beatty Park Leisure Centre Options Project is completed;
3. Subject to satisfactory negotiations being carried out by the Chief Executive Officer, **AUTHORISES** the Mayor and Chief Executive Officer to affix the common seal and execute the lease in recommendation 1. above;
4. **DELEGATES BY ABSOLUTE MAJORITY** to the Chief Executive Officer under section 5.42 of the *Local Government Act 1995* the power to approve a variation of the lease in recommendation 1. above in respect to the lease area and associated lease fee and outgoing fee, in the event a sub lessee terminates a sub lease with Western Australian Swimming Association Incorporated.



**PURPOSE OF REPORT:**

To consider granting a new lease to the Western Australian Swimming Association Inc. (Swimming WA).

**BACKGROUND:**

Swimming WA has leased a portion of the Beatty Park Leisure Centre since 1993 for the purpose of office space for the association headquarters. The current 3 year lease with a 3 year option was approved at the Ordinary Meeting of Council held on the 5 November 2013 (Confidential Item 14.2). The three year option term was exercised, which means the lease will expire on the 31 December 2019.

At the Ordinary Meeting of Council 3 May 2016 (Item 9.3.4), Council approved a variation to this lease to increase the lease area, as requested by Swimming WA.

Swimming WA currently sub leases portions of the building to the following state associations:

- AustSwim 65m<sup>2</sup>
- Diving WA 24m<sup>2</sup>
- Triathlon WA 66m<sup>2</sup>
- Masters WA 33m<sup>2</sup>

**DETAILS:**

Swimming WA contacted the City in September 2019 to request a new 3 year lease, with a 3 year option term, as set out in the letter at **Attachment 1**. Administration is proposing that the terms of the new lease are consistent with the current lease, other than the lease term and the payment of utilities and building insurance.

Two of the current sub lessees, Diving WA and Masters WA, are relocating to HBF Park on the expiry of the current lease. On this basis, Swimming WA has requested that the lease area is reduced to 377.766m<sup>2</sup>, and that the rent and outgoings payable are adjusted to reflect the new lease area.

A 1.5 year lease term is proposed as it aligns with the Beatty Park Leisure Centre Options Project, which is due to be completed in June 2020. A longer term lease could become a prohibitive factor in the implementation of any options determined by this project.

The current lease provides that Swimming WA is liable to pay the “*proportion of all charges for water, consumption, gas, electricity, fuel, telephone or other services, utilities to facilities directly relating to the Premises*”. There is no sub meter for Swimming WA’s lease area, and apportioning utilities based on the number of fixtures and fittings or the proportion of the building Swimming WA occupies is not deemed to be a fair and equitable method, given that this is a swimming pool centre and the plant and equipment associated with this is the main utility consumer. Due to the fact that Administration has been unable to determine utilities for the Swimming WA lease area, no utilities have been paid to date.

In the new lease it is proposed that Swimming WA pay a set utility and outgoings fee which is increased by CPI each year. Administration has considered the utility and building insurance costs at several buildings with similar office uses - the City’s administration building, the building occupied by Volleyball WA and the Terry Tyzack Physiophtherapy in the City of Stirling. The average per square meter fee for building insurance and utilities across these three office buildings is about \$30m<sup>2</sup> per annum. This equates to an annual outgoings fee of \$11,333 plus GST. Swimming WA has confirmed that this fee is acceptable, provided that the fee is payable from 1 July 2020, to allow the fee to be budgeted for. This means the outgoings fee payable in 2020/21 will be \$5,666.

**CONSULTATION/ADVERTISING:**

Swimming WA’s activities are considered of a sporting and recreational nature, and members of the association are not entitled to any pecuniary profit, which means providing public notice of the proposed lease is not a statutory requirement.

**LEGAL/POLICY:**

The *Local Government Act 1995* section 3.58 - Disposing of Property, provides that a local government can only dispose of property (which includes to lease) in accordance with section 3.58(3) unless the disposition falls within the scope of section 3.58(5), which includes:

“(d) *Any other disposition that is excluded by regulations from the application of this section.*”

In accordance with Section 3.58(5), Regulation 30 of the *Local Government (Functions and General) Regulations 1996* provides a range of dispositions that are exempt from the application of Section 3.58 of the Act, including dispositions to:

- “(2)(b) *the land is disposed of to a body, whether incorporated or not –*
- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
  - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions;”*

Swimming WA’s objectives are recreational and sporting and the members do not receive any pecuniary profit from the associations operations. Therefore it is not necessary for the City to comply with section 3.58.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Swimming WA has been a tenant at Beatty Park since 18 December 1993 and has complied with its lease obligations since this date. Entering into a new short term lease is of low risk for the City, except for the fact that the limited security of tenure a short term lease provides may lead Swimming WA to secure alternative premises.

**STRATEGIC IMPLICATIONS:**

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

Connected Community

*Our community facilities and spaces are well known and well used.*

Innovative and Accountable

*Our resources and assets are planned and managed in an efficient and sustainable manner.*

**FINANCIAL/BUDGET IMPLICATIONS:**

The current rent is \$54,706 per annum plus GST. The rent proposed is consistent with the current rent, increased by CPI as at December 2019, and would be \$55,581 plus GST for 2020 for the current lease area. As the lease area has reduced from 434.766m<sup>2</sup> to 377.766m<sup>2</sup>, the proposed rent for the new lease is \$48,294 per annum plus GST.

The City would continue to recoup the Emergency Services Levy and any maintenance costs from Swimming WA as the costs arise. The approximate cost of outgoings (which includes utilities and building insurance) will also be recouped from 1 July 2020 (\$5,666 for 2020), to allow Swimming WA to budget for this new cost.



Western Australian Swimming Association Inc.  
ABN 19 894 160 812

Beatty Park Leisure Centre  
220 Vincent Street, NORTH PERTH WA 6006

PO Box 205, LEEDERVILLE WA 6903

(08) 9328 4599  
waswim@wa.swimming.org.au  
wa.swimming.org.au

Ms Meluka Bancroft  
Manager Governance, Property and Contracts  
City of Vincent  
244 Vincent Street  
Leederville  
WA 6007

24<sup>th</sup> September 2019

Dear Ms Bancroft,

I write on behalf of the Western Australian Swimming Association Inc. (SWA), in relation to the lease of the premises at the Beatty Park Leisure Centre. SWA has enjoyed a long standing working relationship with the City of Vincent and together we have provided opportunities for hundreds of thousands of Western Australians to swim.

In response to your email of Wednesday 18<sup>th</sup> September, the matter formed part of the agenda for the SWA Board Meeting on 19<sup>th</sup> September. The Board has requested that I respond on their behalf and provide formal notification of the Association's desire to maintain its administration at Beatty Park.

Below are the key Lease Terms that SWA would seek to be included in the ongoing Lease:

- **Term**  
Three (3) years with an Option for a further three (3) more years.
- **Rent**  
As a Not for Profit, the Association would request that the City of Vincent retain the rent at the current level.
- **Lease Area**  
SWA does not foresee any changes to our requirements and as such, request the current Lease area.
- **Utilities**  
SWA does not foresee any changes to our requirements and as such, request access to the current facilities.

PRINCIPAL PARTNER

HANCOCK PROSPECTING

GOLD LEVEL SPONSORS



Department of  
Sport and Recreation



Swimming - an essential part of the Western Australian way of life



- **Cleaning / Maintenance Responsibility**  
SWA does not foresee any changes to our requirements and as such, request a continuation of current arrangements.
- **Insurance**  
SWA includes insurance on the administration within our current insurance policies.

I look forward to the opportunity to discuss this with you and Dale Morrissy in more detail, and to assisting you to develop a lease for the next exciting chapter of SWA's future at Beatty Park

Thank you and the City of Vincent for your continued support of swimming in Western Australia

Yours sincerely,

A handwritten signature in blue ink that reads "Darren Beazley".

**Darren Beazley**  
Chief Executive Officer

Cc: Dale Morrissy (Manager Beatty Park Leisure Centre)

PRINCIPAL PARTNER

**HANCOCK PROSPECTING**

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Sport and Recreation



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