



CITY OF VINCENT

AGENDA

Ordinary Council Meeting

7 April 2020

Time: 6pm
Location: E-Meeting, Streamed live via the City's website
<http://webcast.vincent.wa.gov.au/>

David MacLennan
Chief Executive Officer

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PROCEDURE FOR PUBLIC QUESTION TIME

The *Local Government Act 1995*, *Local Government (Administration) Regulations 1996* and the City of Vincent Meeting Procedures Local Law 2008 set out the requirements for persons to make statements or ask questions at Ordinary and Special Council Meetings and Committee Meetings and the process to be followed.

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

The City's Council Briefings, Ordinary Council Meetings, Special Council Meetings and COVID-19 Relief and Recovery Committee Meetings are currently held electronically (as eMeetings) and live streamed via the City's website - <http://webcast.vincent.wa.gov.au/>

The following conditions apply to public questions and statements:

1. Questions/statements are to be emailed to governance@vincent.wa.gov.au by 3pm on the day of the Briefing/Meeting.
2. The email and question/statement is to be addressed to the Mayor (Presiding Member at Briefings/Meetings).
3. Questions/statements are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on an Elected Member or City Employee.
4. You must provide your full name and suburb in your email.
5. The question/statement will be read out and responded to, as appropriate, during public question time at the Briefing / Meeting. The maximum duration for the question/statement is 3 minutes.
6. Questions/statements and Administration's responses, as appropriate, will be included in the Minutes of the Council/Committee meeting.
7. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be "taken on notice" and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
8. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act.

RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS, BRIEFINGS AND COMMITTEE MEETINGS

- All Ordinary and Special Council Meetings are electronically recorded except when the Council resolves to go behind closed doors;
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming.
- Ordinary Meetings of Council and Council Briefings are streamed live on the internet in accordance with the City's Policy – 4.2.4 - *Council Meetings Recording and Web Streaming*. It is another way the City is striving for transparency and accountability in what we do.
- The live stream can be accessed from <http://webcast.vincent.wa.gov.au/>
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

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1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

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

The following questions were taken on notice at the 17 March 2020 Ordinary Council Meeting.

Responses to questions from Dudley Maier:

1. At the last meeting I asked what items were presented to the Council Workshop held on 28 January 2020. The response I received via email on the 18 February listed nine items that were discussed. The answer included in this week's agenda just lists two of the nine. What is the reason for the discrepancy? What items were discussed or presented at the council workshops of 28 January and 25 February?

The email dated 18 February 2020 listed the items discussed at the 28 January workshop. These items all related to the 2020/21 budget and the Long Term Financial Plan, as stated in the response to the question in the 17 March 2020 Council Agenda. Further details of the individual items discussed is below:

- *Local Government Performance Excellence Benchmarking Results;*
- *Long Term Financial Plan;*
- *New Budget Initiatives for 2020/21;*
- *Asset Strategy;*
- *Waste;*
- *Property Management Framework;*
- *Budget Timelines;*
- *Governance Framework update; and*
- *Enterprise Agreement Negotiations.*

The items discussed at the 25 February 2020 Council Workshop were:

- *MRC RRF Strategy;*
- *Integrated Transport Strategy;*
- *Introduction of an Animal Local Law;*
- *City's Public Health Plan;*
- *Britannia North West Reserve (Litis Stadium) Development Plan;*
- *Robertson Park Development Plan;*
- *Professional Development Policy;*
- *Elected Member Event Attendance Policy;*
- *Updated Risk Policy and Risk Appetite and Tolerance Statements;*
- *Solar PV Feasibility study options;*
- *Development on City owned and managed land;*
- *Advisory Group review update;*
- *Carr Street bike land consultation update;*
- *YMCA – funding agreement;*
- *Event funding principles 2020/21;*
- *Youth Action Plan;*
- *WALGA State Council Meeting - 4 March 2020;*
- *Recording of Public Question Time; and*
- *National Redress Scheme.*

2. At the last meeting I asked when changes to the Design Guidelines for William Street and Design Guidelines for Perth were advertised. The response is that they were advertised between 23 October and 11 December 2018. I make copies of all items that are advertised on a weekly basis, and have access to copies of the Voice. While the Built Form Policy was advertised in that period, the design guidelines were not mentioned anywhere in the material concerning the Built Form Policy.
- What documentary evidence can you provide to show that they were advertised when you say they were?
 - And if you can't, why was I provided with an answer which is not correct and is misleading?

For the purpose of clarity this is not about the relevance of the design guidelines but about the response from the administration.

The draft amendments to the Design Guidelines for William Street and Design Guidelines for Perth should have been advertised with Amendment 1 to the Built Form Policy but following this question it has been noted that there were inadvertently left out of the advertisement. The City will now advertise these draft amendments to the Design Guidelines for William Street and Design Guidelines for Perth.

3. At the last meeting I asked if a business in the Mt Lawley – Highgate Town Centre wanted to significantly increase patron numbers, but was not proposing a change of use, would they need to seek development approval? The answer is that they don't.
- Given that the council decision of 23 July 2019 only related to a change of use, what statutory authority are the administration relying on to ignore normal planning requirements?
 - What other policies are the staff ignoring?

The response provided to question 9 asked on 11 February 2020 was incorrect. Any substantial change to an existing development approval would require the development approval to be amended. Staff use all relevant policies when making decisions.

4. Given that the planning condition imposed by the WAPC on the office building at 246 Vincent Street states the "building shall only be used for the purposes associated directly with the management and administration of sport and recreation" will the city be applying for a change of use if staff members of the department involved in local government or cultural industries wish to use the building?

Won't it set a bad example to the rest of the community if a change of use is not applied for?

The Department of Local Government, Sport and Cultural Industries is a single entity and is responsible for the management and administration of sport and recreation.

The tenant is responsible for ensuring it is complying with all applicable planning requirements.

The Western Australian Planning Commission, through the Department of Planning, Lands and Heritage, is responsible for regulating planning requirements at the property as it sits on land reserved as Parks and Recreation under the Metropolitan Region Scheme.

Response to question from Andrew Main

I have been liaising with City Officers and selected EMs about the condition of the heritage listed property at 54 Cowle Street. This is an A Grade property on the City's Heritage List. Over the last 4 years it has been constantly vandalised and I have been bringing it to the attention of Officers. It is full of graffiti, the back door is often open, the roof is now off and we have had a lot of rain. I just don't think that Council are taking it seriously. I have spoken to the Heritage Council about this and they say that Council can use work orders. I just think that given what happened to the property on that block that burnt down a number of years ago, the owners of the property are not acting as good corporate citizens and I would urge Council to take stronger action and not rely on the owner to do the right thing, as they clearly haven't.

An Emergency Building Order was issued under the Building Act 2011 immediately following damage to the roof sheeting due to a storm at the end of February 2020. The majority of the roof sheets were replaced by 12 March 2020. The owner has advised that they are currently working through some "height and access" constraints as well as other factors associated with the COVID-19 State of Emergency to finalise the repair work. The City will be following this through to ensure the building is protected until the redevelopment is undertaken.

The City is currently considering the most effective way of ensuring conservation of the heritage property. A Heritage Conservation Notice is one option cannot be enforced by the City as it is not an offence to fail to comply with such a Notice. The City will continue to liaise with the owner of the property and determine what course of action would deliver an improved maintenance regime.

The following questions were submitted to the 30 March 2020 Special Council Meeting. The complete summary of responses provided at and following the meeting are provided below.

Response to Questions from Dudley Maier

Item 6.1 COVID-19 Relief Measures

1. Clause 1: Attachment 1 point 3: The 'Relief Measure' refers to the waiving of interest on outstanding rates but the 'Comment' states 'immediately applies a waiver on outstanding rates from 23 March'. Should this be 'immediately applies a waiver on the interest on outstanding rates' or 'immediately defers collection of outstanding rates'?

The relief measure is intended to focus on the interest that is applied to rates in arrears, but not to interest on rates for people on a payment plan.

Interest calculations were suspended from 23 March.

This measure applies to a waiver on applying interest on outstanding rates, calculated on or after 23 March.

2. Will the waiving of interest on outstanding rates be extended to 2020-21 rates?

This relief measure will be in place for at least 6 months and then reviewed.

3. Clause 2: In her letter, the Minister states "Specifically, I would encourage all local governments to fast-track the assessment of development applications for non-controversial development" (Attachment 2). Why is the City simply removing the need to get approval rather than actually fast-tracking the assessment process as is done by other local governments such as the City of Perth?

The City decided that the best way to fast track specific types of development applications was to remove the need for approval.

4. Why aren't the delegations referred to in Clause 3 of the recommendation time-limited in a similar manner to the changes proposed in Clause 2 of the recommendation?

The urgent relief package will apply for at least the next six months and will be reported to Council on a regular basis. At the end of six months the City will conduct a review of delegations to see if still required and will report to Council.

The temporary development determination requires a timeframe while the delegation decision does not. Delegations are reviewed annually with the next review due before July 2020.

5. Given that waiving of interest on outstanding rates has budget implications, why isn't there wording in the recommendation indicating that the council approves the change by an absolute majority as there is for Clause 3 of the same recommendation?

The City are revising the budget urgently and will seek Council approval in May 2020. That process will address some of the specifics in this question.

Item 6.2 Arts Relief Funding

6. Why doesn't Clause 5 of the recommendation clearly state that the funds will only be available to 'City of Vincent artists and creatives' as is indicated under the 'Background' section and reiterated in 'Details' section of the report?

The Arts Relief Working Group can make recommendations on how the Vincent community is best supported by this funding. This may include, but not be limited to, directly supporting City of Vincent artists and creatives.

7. Can you confirm that the funds will only be made available to artists/creatives living in the City of Vincent?

The intent is to support City of Vincent residents, artists and creatives.

The Arts Relief Working Group can make recommendations on how the Vincent community is best supported by this funding. This may include, but not be limited to, directly supporting City of Vincent artists and creatives.

The purpose of the funds in reserve is to support the creation of public art.

8. Why doesn't the Arts Relief Working Group contain any community members with expertise in the field such as members of the former Arts Advisory Group?

The Working Group will consider this question.

Item 7.2 COVID-19 Relief and Recovery Committee

9. Why aren't the delegations in Clause 5 by an absolute majority as required by Section 5.16 of the Act.

This was an oversight by Administration. A replacement page was added to the Special Council Meeting Agenda prior to the meeting, which updated the recommendation to include recommendation 5 as an absolute majority decision.

10. Given that the terms of reference state that members of the public are required to submit any questions for COVID-19 Relief Committee meetings at least 3 hours before a meeting, when will agendas for the committee meeting be made public so that community members have sufficient time to read the agenda and submit questions?

It is planned that the papers for a Tuesday meeting will be published by the previous Friday.

11. Will members of the public be able to make statements, as opposed to asking questions, about items on the committee agenda? If so, what is the mechanism?

Yes. The same process will apply as for public questions.

12. Given that the published meeting schedule for the committee shows 8 of the 13 committee meetings coinciding with dates for council meetings, briefings or workshops; and given that all meetings will be conducted electronically; and given that most council members are likely to be confined to home, why isn't the city simply scheduling special council meetings at which all community representatives (i.e. council members) can participate and at which some decisions can be made straight away without needing to come back to a council meeting?

The relief and recovery efforts of the City require swift decision making by Council over several months. The Committee structure and weekly meeting schedule will provide proper Council oversight of the COVID-19 response and transparency and participation by the community. The Committee can provide advice to Council on COVID-19 issues as required. Scheduling ad hoc Special Council

Meetings would not provide predictable decision making and oversight by Council, which is necessary for the City to effectively manage its COVID-19 relief and recovery.

Item 7.3 Leederville Gardens Trust Money

13. Given that the Rules of Association for Leederville Gardens stipulates that the trust money can only be disbursed to public benevolent institutions which are located in the city why does the EOI simply state that they must be 'active' in the city?

The original Constitution was drafted in 1991 and there have been many changes since then, including the split of the City of Perth. In the current context, it is considered a reasonable interpretation of 'located' is that the PBI has or can provide services located within the City, not necessarily be headquartered within the City.

14. Will projects be limited to those where 100% of the funds are spent in the City?

The EOI specifies that the funds are being made available "for the provision of relief and support of residents (including homeless residents) within the municipality of Vincent".

15. Was the Board of the Leederville Gardens given the courtesy of being informed of the intention to use the trust money in the proposed manner.

The CEO met with the Chairperson of the Leederville Gardens Trust Board and officers to advise that this was under active consideration and to ensure that they were aware of this Special Council Meeting.

4 APPLICATIONS FOR LEAVE OF ABSENCE

5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

Petition received from Ms Anne Chapple of King William Street, Bayswater, along with 694 signatures requesting that Council "Bring Back the Friends of ANZAC Cottage Inc". This means reinstating community engagements for the historical house, including monthly open days, wartime commemorations and educational visits for schools and social groups.

6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 17 March 2020

Special Council Meeting - 30 March 2020

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

8 DECLARATIONS OF INTEREST

9 STRATEGY & DEVELOPMENT**9.1 NO. 122 (LOT: 123; D/P: 2861) VINCENT STREET, NORTH PERTH - CHANGE OF USE TO UNLISTED USE (SHORT TERM DWELLING) AND SINGLE HOUSE**

Ward: South

- Attachments:
1. Consultation and Location Map [↓](#) 
 2. Development Plans [↓](#) 
 3. Management Plan and Code of Conduct [↓](#) 
 4. Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the Change of Use to Unlisted Use (Short Term Dwelling) and Single House at No. 122 (Lot: 123; D/P: 2861) Vincent Street, North Perth, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 4:

1. Use of Premises

1.1 This approval relates to a Change of Use to Unlisted Use (Short Term Dwelling) and Single House as shown on the plan dated 10 January 2020. It does not relate to any other development on the site;

1.2 The Short Term Dwelling shall only be used in accordance with its definition in the City's Policy No. 7.4.5 – Temporary Accommodation as follows:

“means the provision of temporary accommodation, lodging or boarding within a residential dwelling for a maximum of six (6) persons, inclusive of the keeper if they reside at the dwelling, for a continuous period of less than six (6) months within any twelve month period.”;

1.3 The Short Term Dwelling shall only operate within the marked area identified as ‘indicates guest accommodation’ and ‘allocated open space for guests’ as shown on the approved plan;

2. Operation of Use

2.1 The Short Term Dwelling shall operate in accordance with the Management Plan dated 12 March 2020, to the satisfaction of the City;

2.2 The Short Term Dwelling use shall operate for no more than 9 months within a 12 month period to the satisfaction of the City;

2.3 The Short Term Dwelling use is only permitted to operate when the owners of the Single House are residing at the property and are present for the duration of the guests' stay;

2.4 The applicant shall notify the City in writing confirming the dates the site has been used for the purpose of Short Term Dwelling every three months upon commencement of the use;

2.5 The maximum number of guests accommodated within the Short Term Dwelling shall be no more than four (4) persons;

2.6 The minimum length of stay for guest(s) shall be two nights;

2.7 The Code of Conduct and Guest Information contained in the approved Management Plan shall be provided to guests of the Short Term Dwelling at the time of check-in and displayed in a prominent location within the entrance area to the dwelling, to the satisfaction of the City; and

2.8 No residential parking permits shall be made available to or advertised for use by guests of the Short Term Dwelling;

3. Time Limited Approval

This approval is granted for a term of 12 months from the date the Short Term Dwelling use commences; and

4. Time Period to Commence Use

The Short Term Dwelling use must commence by 7 April 2023, being three years from the date of this approval. If the Short Term Dwelling use the subject of this approval has not commenced within this period, the approval will lapse and have no further effect.

PURPOSE OF REPORT:

To consider an application for development approval for a change of use to Unlisted Use (Short Term Dwelling) and Single House at No. 122 Vincent Street, North Perth (subject site).

PROPOSAL:

The application proposes a change of use for a portion of an existing Single House to Unlisted Use (Short Term Dwelling). Details of the application include:

- A portion of the dwelling at the front of the property would be utilised for short term dwelling. The remainder of the dwelling to the rear is to remain as a single house and primary residence for the owners of the property;
- Guests would be restricted to occupying the front portion of the dwelling accessed from the front verandah to the Vincent Street frontage. This portion of the dwelling includes a lounge with kitchenette, bathroom, two bedrooms and use of the front garden. The owners would continue to occupy the remainder of the dwelling that includes a bedroom, kitchen, living room, dining room, as well as outdoor living area and garage to the rear of the property;
- A maximum of four guests are proposed to stay in the short term dwelling at any one time for a minimum two night stay and a maximum of three months;
- The short term dwelling would be available for use for a maximum of nine months within a one year period;
- No parking is provided on site for use by short term dwelling guests. The double garage to the rear of the dwelling is to be used by the owners of the property, associated with the occupation of the single house; and
- No changes are proposed to the physical appearance of the building and the presentation of the dwelling to the street remains as existing.

The proposed development plan for the site is included as **Attachment 2**. The applicant has also provided a Management Plan and Code of Conduct in accordance with the City's Policy No. 7.4.5 – Temporary Accommodation (Temporary Accommodation Policy). These are included as **Attachment 3**.

BACKGROUND:

Landowner:	Chris and Deborah Oakley
Applicant:	Chris and Deborah Oakley
Date of Application:	13 January 2020
Zoning:	MRS: Urban LPS2: Residential R Code: R40
Built Form Area:	Residential
Existing Land Use:	Single Dwelling

Proposed Use Class:	Unlisted Use (Short Term Dwelling)
Lot Area:	458m ²
Right of Way (ROW):	4.0m ROW – City of Vincent owned
Heritage List:	Not applicable

The subject site is zoned Residential R40 under the City of Vincent Local Planning Scheme No. 2 (LPS2) and is located within the Residential Built Form Area under the City's Policy No. 7.1.1 – Built Form.

The subject site is bound by Vincent Street to the south, a ROW to the north and single storey dwellings to the east and west. The surrounding properties are also zoned Residential R40. Hyde Park is located on the southern side of Vincent Street directly in front of the subject site. A location plan is included as **Attachment 1**.

The subject site and surrounding properties are affected by Clause 26(2) LPS2, which permits only two dwellings per lot. Clause 26(2) does not have implications on this proposal.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the City's Policy No. 7.4.5 – Temporary Accommodation (Temporary Accommodation Policy) and Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Non-Residential Parking Policy). In the instance where the proposal seeks the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section further in this report.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Parking & Access		✓
Management Plan		✓

Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No.2 (LPS2) "P" Use	Unlisted Use (Short Term Dwelling)
Management Plan	
Deemed-to-Comply Standard	Proposal
Policy No. 7.4.5 – Temporary Accommodation A Management Plan detailing the management and operation of the Short Term Dwelling	A Management Plan is provided as Attachment 3 .
Parking	
Deemed-to-Comply Standard	Proposal
Policy No. 7.7.1 – Non Residential Parking Requirements The Non-Residential Parking Policy does not specify a deemed-to-comply car parking standard for Short Term Dwellings.	No on-site parking bays are provided for guests of the Short Term Dwelling.

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

CONSULTATION/ADVERTISING:

The application was advertised in accordance with the City's Policy No. 4.1.5 – Community Consultation for a 21 day period from 8 February 2020 to 29 February 2020. The method of consultation being a sign placed on site, a notice in the local newspaper and nine letters being mailed to all owners and occupiers of the properties adjoining the subject site, as per **Attachment 1**.

The City did not receive any submissions in relation to the proposal.

Design Review Panel (DRP):

Referred to DRP: No

The application did not require referral to the Design Review Panel as no external works are proposed.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- *City of Vincent Local Planning Scheme No. 2;*
- *State Planning Policy 7.3 Residential Design Codes – Volume 1;*
- *Policy No. 4.1.5 – Community Consultation;*
- *Policy No. 7.1.1 – Built Form Policy;*
- *Policy No. 7.4.5 – Temporary Accommodation; and*
- *Policy No. 7.7.1 – Non-Residential Development Parking Requirements.*

Planning and Development Act 2005

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

Local Planning Scheme No. 2 (LPS2)

The proposal is an Unlisted Use because it is not specifically identified in the land use table in LPS2 and could not reasonably be determined as falling within the interpretation of one of the listed uses in LPS2. In accordance with Clause 18(4) where a use class is not specifically referred to in the zoning table, the City is to:

- determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

In considering the appropriateness of the proposed land use, Council shall have regard to the objectives of the Residential zone under LPS2 which are as follows:

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

- *To manage residential development in a way that recognises the needs of innovative design and contemporary lifestyles.*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

Temporary Accommodation Policy Review

The City is currently undertaking a review of the Temporary Accommodation Policy, with a view to aligning it more closely with LPS2, the *Planning and Development (Local Planning Schemes) Regulations 2015* and recent State Administrative Tribunal (SAT) decisions on short term accommodation proposals. It is intended that a draft revised policy will be presented to an upcoming Ordinary Meeting of Council to be adopted for the purposes of advertising and to initiate an amendment to LPS2.

The development has not been assessed against the proposed amendments to the Temporary Accommodation Policy, as the amendments are in draft form and are not considered to be 'seriously entertained'. The application has been assessed against the current Temporary Accommodation Policy.

Delegation to Determine Applications:

The matter is referred to Council as the proposed land use is a use not listed in Table 1 of the City's Non-Residential Parking Policy.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Land Use and Management Plan

The proposed use meets the objectives of the Residential zone of LPS2 for the following reasons:

- The subject site is situated approximately 2 kilometres from the Perth CBD, high frequency public transport networks on William Street and Fitzgerald Street approximately 450 metres east and 250 metres west respectively, tourist attractions including Hyde Park directly opposite the property, and entertainment precincts including Mount Lawley/Highgate Town Centre approximately 800 metres to the west and Perth (William Street) Town Centre approximately 800 metres to the south. The subject site is well located for the provision of temporary accommodation for these reasons and as established in the Temporary Accommodation Policy. The use of dwellings for short stay accommodation in this geographic location would contribute towards the diversity of accommodation types offered in the area.
- There are examples of other non-residential land uses operating in the area and adjacent to Hyde Park that is an attractor for visitors and activity. For the portion of Vincent Street adjacent to Hyde Park between Fitzgerald Street and William Street where the subject site is located, non-residential land uses include a consulting room (physiotherapy) at No. 150 Vincent Street, a shop (millinery) at No.

108 Vincent Street on the corner of Norfolk Street, and a previous lodging house at Nos. 537-541 William Street on the corner of Vincent Street, which now operates as multiple dwellings. These sites are all also zoned Residential.

- The scale of the proposed short term dwelling is reduced as it would be limited to a maximum of four guests at any one time and would be limited to the front portion of the existing dwelling which includes two bedrooms, rather than the entirety of the property. The maximum of four guests to be accommodated would be consistent with the number of people that could reasonably be expected to be accommodated within a two bedroom residential dwelling.
- The proposed short term dwelling is for the purpose of human habitation and represents development which is intended to operate in a similar manner to a residential dwelling. As per the definition of 'short term dwelling' in the City's Policy No. 7.4.5 – Temporary Accommodation, the land use "*means the provision of temporary accommodation, lodging or boarding within a residential dwelling for a maximum of six (6) persons, inclusive of the keeper if they reside at the dwelling, for a continuous period of less than six (6) months within any twelve month period*". Consistent with this, a maximum of four guests are intended to be accommodated within the short term dwelling at any one time, with the two owners continuing to reside in the remainder of the single house.
- An objective of the Residential zone is to provide for a range of non-residential uses that are compatible with and complementary to residential development. Guests would be restricted to using the front of the existing dwelling and would have access to the front garden of the dwelling adjacent to Vincent Street. The guests would not have access to the outdoor living area of the property, which is located to the rear of the site. This outdoor living area to the rear of the property would be restricted for use by the owners of the property only. This provides sufficient distance and separation from the front garden to the outdoor living areas of the adjoining properties to the east and west, where they are located to the rear of their respective sites. Noise generated from the use of the front garden of the subject property by guests would also be likely to not detrimentally impact the amenity of adjoining properties because of its location directly adjacent to Vincent Street. Ambient noise generated by vehicular and pedestrian traffic along Vincent Street and from visitors using Hyde Park already exists and affects the amenity of these properties. The short term dwelling use and any associated noise would therefore be acceptable and compatible with the area.
- Appropriate management of the short term dwelling would allow the use to operate without adverse impacts on the amenity of the surrounding residential area and would be compatible within its setting. The applicant's Management Plan outlines how incidents and complaints, such as noise and antisocial behaviour would be managed to further protect the amenity of the locality. The amount of noise generated from the proposed short term dwelling is largely dependent on individual guest behaviour and that may lead to potential noise impacts on the surrounding residents. The owners of the property would be residing in the rear of the dwelling which would provide an effective mechanism to respond to and deal with any code of conduct violations promptly and to ensure management plan terms are being upheld by guests. The Management Plan and Code of Conduct also includes terms of stay that would deter guests and behaviours that would result in adverse offsite impacts to neighbouring residents. These include the following measures:
 - The owners reviewing prospective guest suitability based upon their AirBnB profile and past reviews, with booking requests from guests with poor reviews refused accommodation;
 - A minimum of stay of two nights;
 - No parties or other social events are permitted to be held at the short term dwelling, with noise levels also to be reduced in the evening;
 - The contact details of the owners including a direct 24 hour a day mobile phone number and email address would be provided to neighbouring properties located on either side of the subject site. This would provide the residents of the adjoining properties with direct access to contact the owners in the event of any issues or concerns regarding guests of the property, and would ensure that any incidents can be investigated and responded to promptly;
 - Prospective guests notified that no on-site parking would be available for use; and
 - The owners have the right to terminate the booking and have the guests vacate the premises at their discretion.

A condition of approval is recommended requiring the Code of Conduct to be provided to guests and to be displayed within the premises in a prominent and visible location, as well as for the Management Plan to be implemented and complied with at all times. In the event the proposed short term dwelling use was found by the City to not be operating in accordance with the conditions of approval, which includes the implementation of the Management Plan, it would be open to the City to undertake formal compliance action.

- The short term dwelling would only operate for up to nine months in a 12 month period when the owners are present and residing at the property, accounting for periods of time when the owners may be on holiday. The property owners would also undertake the necessary management and maintenance of the site.

Parking

The subject site includes an existing double garage located at the rear of the subject site which is accessed by the ROW. No on-site parking bays are provided for the use of guests, with this parking bay to be restricted for use by the owners of the single house only. The applicant has submitted details in the Management Plan regarding parking and alternative transport measures for the site which is included as **Attachment 4**.

In accordance with Clause 5.3.3 of the Residential Design Codes Volume 1, a minimum of one parking bay is required to be provided on site for a single dwelling. The applicant's management plan confirms that this is available within the existing garage and would be retained for use of the owners. The property has also been issued three residential parking permits for use in Parking Permit Zone 5 and are not to be used by guests of the short term dwelling.

The Management Plan sets out that guests would be encouraged to use public transport and ride sharing services to travel to and from the premises, and states that no on-site parking would be provided. Where guests choose to utilise private vehicles, it would be their responsibility to locate appropriate off-site parking. Along the north side of Vincent Street – between Fitzgerald Street and Norfolk Street, there is approximately 33 parking bays which are restricted to three hour parking between 8:00am to 6:00pm Monday to Friday. Along the south side of Vincent Street (Hyde Park side), there are 23 car parking bays that are not time limited. Review of the City's parking survey data identifies that usage of these parking spaces along Vincent Street were at 62 percent to 75 percent occupancy during the study times (being 9:00am to 8:00pm Wednesday, Friday and Saturday in 2018). This data indicates the availability of on-street parking for guests in close proximity to the subject site if it is required. Additional parking bays are also available on Norfolk and Ethel Streets that are restricted to three hour parking, and Chelmsford Road that are restricted to five hour parking. These bays varied between 19 percent to 87 percent occupancy during the 2018 study times that were from 8:00am to 6:00pm Monday to Friday. It would be guests' responsibility to comply with parking restrictions in the area.

The Management Plan sets out alternative transport modes available to the site, including:

- The subject site is located within approximately 450 metres of two high frequency bus routes along Fitzgerald Street and William Street. Six Transperth bus routes – 19, 60, 360, 361, 362 and 960 operate along these streets and nearby the subject site;
- Pedestrian footpaths surround the subject site facilitating walkability; and
- Use of the hosts' electric bikes, when not in use, for local transportation in the area.

The site is well serviced by alternative modes of transportation and provides opportunity for guests to utilise active transport methods. Should guests choose to use private vehicles there is also adequate parking available in the locality.

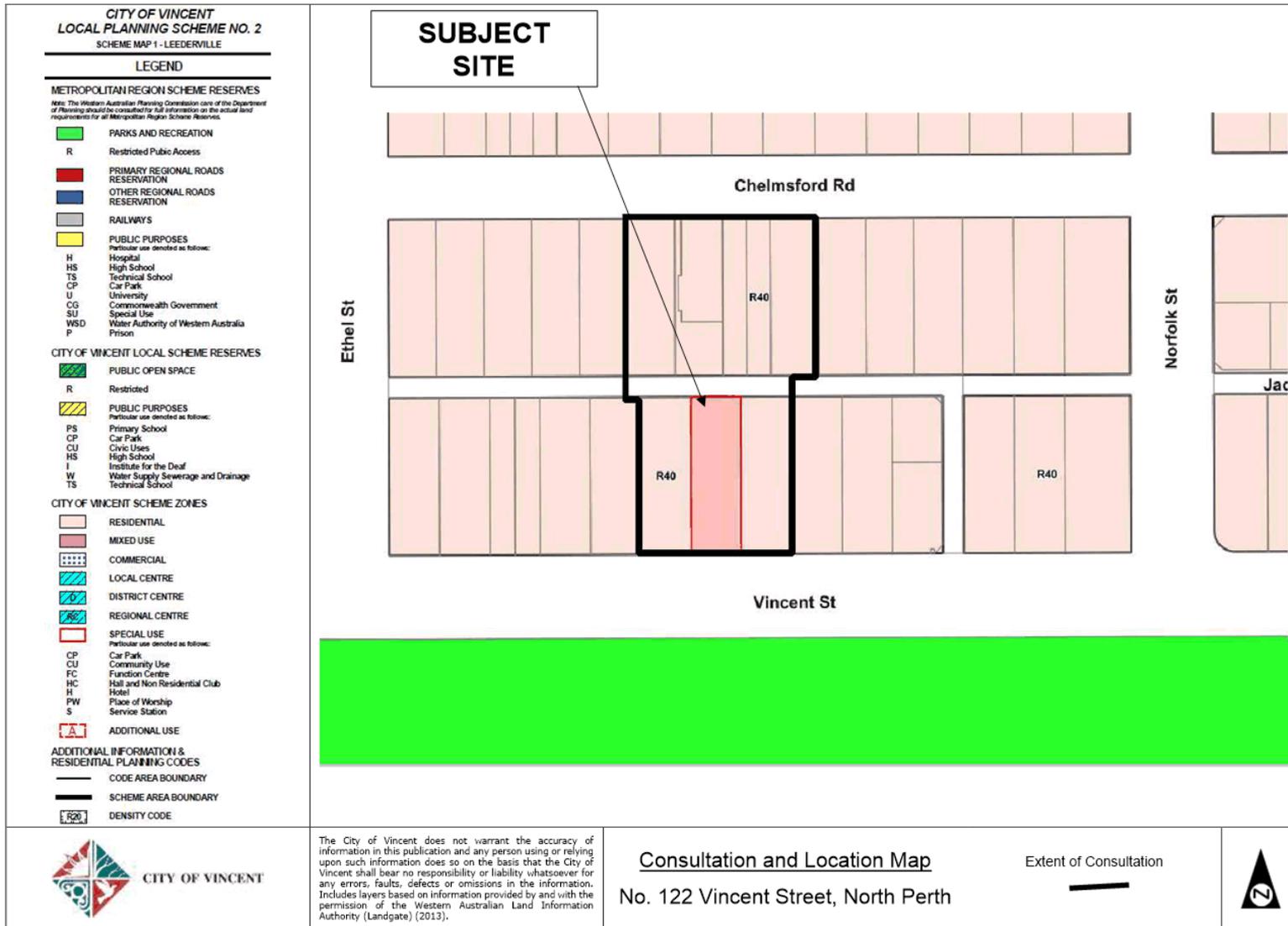
Time Limited Approval

The short term dwelling use is appropriately located given the site setting and could be operated without generating nuisance detrimental to the amenity of the surrounding properties. Administration recommends that the term of the approval should be limited to a period of 12 months from the date of commencement of the proposed use. This is sufficient time to allow the applicant to demonstrate that the use can operate and be managed successfully, and provides an opportunity to monitor its operation so that the management procedure can be reviewed. It would then be available to the applicant to re-apply for development approval to continue to operate after the expiration of the 12 month period. Any such application would be advertised to the surrounding owners and occupants before being determined.

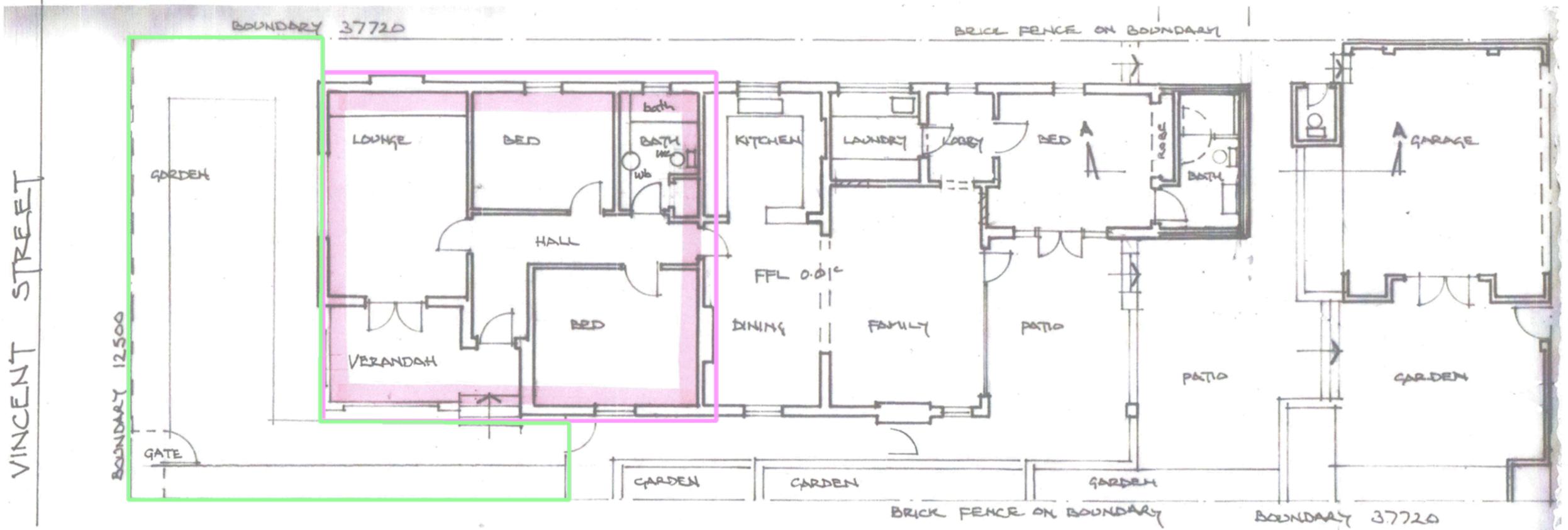
Time Period to Commence Approved Development

Clause 71 in the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out that development is to be substantially commenced within two years from the date of approval unless otherwise specified, and allows a longer period to be specified in which to substantially commence a development.

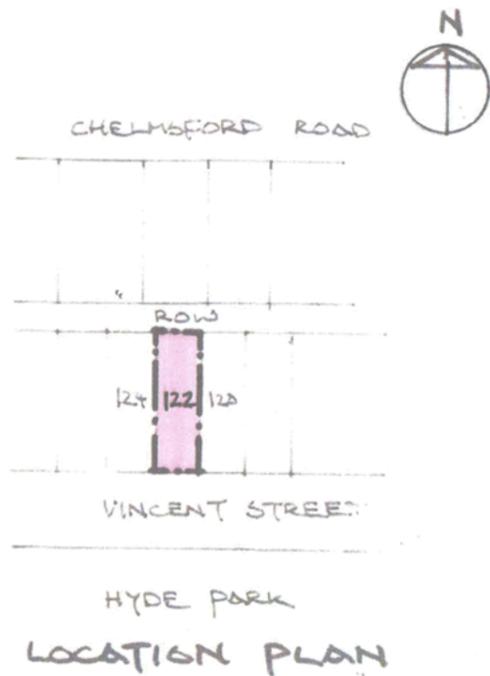
Administration has recommended a condition of approval requiring the Short Term Dwelling use to commence by 7 April 2023, being three years from the date of the decision. This is appropriate having regard for the current social and economic climate.







PROPOSED FLOOR PLAN 1:100



Allocated open space for guests



INDICATES GUEST ACCOMMODATION

OAKLEY ARCHITECTURE



122 VINCENT STREET
NORTH PERTH WA 6006
Tel: 0408 909940

Project:
SHORT STAY ACCOMMODATION
LOT 123, 122 VINCENT ST,
NORTH PERTH

Drawing Title:
PLANS

Date: 06.01.20. Scale @ A3 Sheet: AS NOTED



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12 March 2020

Amended - 12 March 2020

Management Plan – Short Stay Accommodation at 122 Vincent Street, North Perth 6006



Introduction

In accordance with the City of Vincent Planning and Building Policy No 3.4.5 relating to temporary accommodation and in particular Policy No 7.4.5, the general requirements for Short Stay Accommodation, the following issues are addressed in this management plan:

1. Car parking
2. Strata title situations – not applicable
3. Planning application
4. Consultation
5. Health and Safety
6. Facilities for guests
7. Check in/check out times and minimum/maximum stays
8. Cleaning and maintenance
9. Waste management

Application for development approval for short stay accommodation at 122 Vincent Street, North Perth.

1



10. Code of Conduct for Guests
11. Information for Guests
12. Floor plan

122 Vincent Street, North Perth is a detached green title property opposite Hyde Park. The proposal is to provide short stay accommodation at the front portion of the property with bookings via Airbnb. The rear portion of the property would remain as the owners' private residence.

Guest accommodation would be available for a minimum of two days and a maximum of three months.

Short term accommodation will be available for nine months of the year. During the other three months the owners will be on holiday away from the property or taking a break from hosting guests.

The two owners only will continue to live in the rear of the house.

Short term accommodation will only operate when the owners are living at the property. The owners believe this will ensure that the property is well managed.

1. Car Parking

The property's short term accommodation website will advise that there are no parking bays available on site. This advice will also be included in the Code of Conduct for Guests and Information for Guests. See sections 10 and 11 of this document.

The host/applicant will inform guests of the car parking requirements at 122 Vincent Street, North Perth via the Airbnb website within the pre-arrival check in information and by display within the guest accommodation.

If the guest has a car then the host will advise guests that their car can be parked on the street as long as they comply with City of Vincent policy. No illegal parking on neighbouring properties or the street verge is permitted.

Unrestricted carparking is available directly opposite the property on the Hyde Park side of Vincent Street. Parking on the property's side (north side) of Vincent Street is restricted to a maximum period of 3 hours.

The pre-arrival guest information will encourage guests to walk, cycle or use public transport.

Public transport is very good in this location. Frequent buses are available from nearby bus stops at Fitzgerald Street and William Street with a walking distance of 260 and 400 metres respectively. The 960 bus from Fitzgerald Street and 60 bus from William Street connect to the central Perth bus station providing easy access to the Perth train station. From this hub location onward travel to Fremantle and the general metropolitan areas can be made. Perth train station is an easy twenty five minute walk through Northbridge from the property.

Application for development approval for short stay accommodation at 122 Vincent Street, North Perth.

2



Taxis or ride share are another convenient transport option.

Note 1:

The applicant will continue with their current practice of parking their own car and E bikes in the existing garage located at the rear of the property. The garage is accessed from the laneway at the rear of the property.

Note 2:

In the pre arrival information, rather than using a car, the applicant will encourage guests to consider other modes of transport such as walking, public transport or cycling.

2. Strata Title Situations – not applicable

122 Vincent Street is private residence/single dwelling and therefore not subject to strata title requirements.

3. Planning Application – Management Plan

Bookings from guests will be taken and managed via the online Airbnb website.

Airbnb has strict rules and regulations that govern both guests and hosts of premises, which will assist, with the effective and efficient management of the premises. The applicant will expect the guests to be well behaved and fully aware of their responsibilities and need to respect the surrounding neighbours. All guests and hosts undergo a five star rated review process after checking out and private feedback can be given to Airbnb if any concerns are raised. This is then visible to other hosts and guests if they want to make another booking through the Airbnb system.

a) Control of Noise and other Disturbances

- Excessive noise or disturbances to the surrounding neighbours will not be tolerated. Guests will be advised that they must conform to noise restriction conditions, standards and orders issued by police or any other regulatory authority to avoid adverse impacts upon residential amenity of neighbours and the local community.
- Guests will be screened and their Airbnb profiles checked. Those deemed unsuitable will be declined.
- A maximum of four guests at a time will reside at the property. Preference will be for one couple or parents with children.
- Guest rules will state that no parties or other social events will be permitted.
- Guest rules will be available on check in and in the pre-arrival information.

b) Complaints Management Procedure

The contact details of the host will be made available to the City of Vincent. The applicant, who lives on site, will promptly attend to any complaints received.

Application for development approval for short stay accommodation at 122 Vincent Street, North Perth.

3



In order to safe guard local amenity each neighbour will be given the host's contact details including email address and a direct 24 hour a day mobile number.

Any complaint received will be promptly investigated, documented and the appropriate action taken.

A code of conduct has been prepared (Section 10 of document). This code will be provided to guests at the time of booking and displayed in a prominent location within the guest accommodation.

Breaches of the code of conduct will be dealt with by the host and may result in the guests being required to immediately vacate the premises.

c) Security of Guests, Residents and Visitors

The property is fully fenced and the house entry will be via a key lock held in a security box with the code sent to each guest prior to arrival. The key will be used by the guests and returned to the security box upon departure.

d) Control of Anti-Social Behaviour – Code of Conduct

A code of conduct will be displayed on the Airbnb website as a precondition of staying at the property. The code of conduct will also be displayed in a prominent position for the guests to read to reinforce the following expectations:

- Comply with house rules.
- Respect the residential amenity and security of the property and neighbours.
- Refrain from anti-social behaviour
- Guests must control and be responsible for their visitors and ensure the visitors follow house rules.
- Comply with instructions from the host during their stay.
- Notify the host of any disruption or issue that occurs as soon as possible.
- Guest must not create noise that is offensive to neighbours.
- Car parking requirements if the guest has a car.

4. Consultation

This management plan forms part of the application made to the City of Vincent for development approval for short stay accommodation at 122 Vincent Street, North Perth.

With good management by the host, providing short stay accommodation in this location will not be detrimental to our neighbours or the local amenity.

5. Health and Safety

There is an existing smoke detector in the hallway immediately adjacent the guest bedrooms and lounge.

Application for development approval for short stay accommodation at 122 Vincent Street, North Perth.

4



A fire blanket and fire extinguisher will be provided for a future kitchenette located in the guest lounge.

The host will provide access to a first aid kit.

A list of emergency contact numbers, being the nearest hospital, ambulance, police, etc., will be displayed in the guest area and provided within 'Information to Guests'.

The entrance to the property is lit with a sensor light.

The host will put rubbish bins out, as normal, on collection day and bring them back in after collection.

A 'No Smoking' rule inside the house will form part of the conditions of staying. Smoking will be allowed in the property's external areas only with ashtrays provided as appropriate.

6. Facilities for Guests

Short stay accommodation at 122 Vincent Street will consist of private use of the front portion of the house as indicated on the attached floor plans. Facilities provided for guest use will include:

- Veranda
- Lounge with kitchenette
- Entrance off the veranda
- Hallway
- Bedroom 1
- Bedroom 2 (maybe locked if not required by guests)
- Bathroom
- Front garden

7. Check in/Check out and Minimum/Maximum stay

- a) Check in/check out information will be provided to guests prior to their arrival via the host website.
 - Check in between 2.00pm and 8.00pm. Guests will be met on arrival by the host.
 - Check out before 10.00am
- b) Minimum/Maximum stay:
 - Minimum stay will be two nights
 - Maximum stay will be three months



8. Cleaning and Maintenance

The host will be responsible for the cleaning and ensuring that the whole property is maintained to a high standard, as it is currently.

9. Waste Management

Guests will be advised in 'Guest Information' that waste is to be placed in one the waste bins provided by the host within the guest accommodation or placed directly in the property's 'wheelie bins' kept on site. The guests will be advised to place general waste in the green top bin and waste suitable for recycling in the yellow top bin. The hosts will dispose of any waste not disposed of by the guests.

10. Code of Conduct for Guests

A copy of the following Code of Conduct will be provided to guests with pre-arrival booking information. A further copy of the code will be displayed in a prominent local within the guest accommodation.

CODE OF CONDUCT FOR GUESTS

- a) Guests are to comply with the house rules and instructions from the host.
- b) Guests are expected to be considerate of neighbours. This includes:
 - The local residential amenity, privacy and security of the property and its neighbours.
 - Refraining from any action that could be considered anti-social behaviour.
 - Guests must control and be responsible for their visitors and their behaviour.
 - Guests are not to create any noise which may be offensive to our neighbours.
- c) Guests are to notify the host of any disruption, problem or issue that occurs as soon as possible.
- d) The house is not to be used by the guests to host parties or other social events.
- e) The maximum number of overnight guests is limited to that number shown on the accommodation booking, being a maximum of four people.
- f) There are no parking bays available on site for guests. If the guest has a car it must be parked correctly on the street and comply with the City of Vincent's sign posted requirements. No illegal parking on neighbouring properties or the street verge is permitted.

Unrestricted carparking is available directly opposite the property on the Hyde Park side of Vincent Street. Parking on the property's side of Vincent Street is



restricted to a maximum period of 3 hours. The local authority issues fines for non-compliance.

- g) The host reserves the right to terminate the guest booking at the host's discretion.

11. Information for Guests

A copy of the following Guest Information will be provided to guests with pre-arrival information. A further copy will be displayed in a prominent location within the guest accommodation.

GUEST INFORMATION

- a) Check in/Check out times for guests:
- Check in between 2.00pm and 8.00pm. We will meet you on arrival.
 - Check out before 10.00am
- b) Waste/rubbish disposal:
Please place rubbish appropriately in one of the two bins provided within the guest accommodation. Anything suitable for recycling (see list on fridge) should be placed in the bin labelled 'recycling' otherwise place general waste in the other bin. Waste may also be placed directly in the property's 'wheelie bins' kept on site behind the gate along the side boundary. General waste must be placed in the green top bin and waste suitable for recycling in the yellow top bin. If in doubt of the correct disposal of waste, please ask us for advice.
- c) Host Contact:
Please contact us if you have any queries during your stay.
- Knock on our door as we live in the rear portion of the property.
- Or call:
- Chris: Mob - TBA
 - Debbie: Mob – TBA
- d) Car Parking:
There are no parking bays available on site for guests. If you have a car, please park correctly on the street and comply with the City of Vincent's sign posted requirements. No illegal parking on neighbouring properties or the street verge is permitted. Fines apply for non-compliance.
- Unrestricted carparking is available directly opposite the property on the Hyde Park side of Vincent Street. Parking on the property's side of Vincent Street is restricted by the local authority to a maximum period of 3 hours.
- e) Public Transport:
Guests are encouraged to use public transport, which is very good in this area. Frequent buses are available from nearby bus stops at Fitzgerald Street and William Street with a walking distance of 260 and 400 metres



respectively. The 960 bus from Fitzgerald Street and 60 bus from William Street connect to the central Perth bus station and provide easy access to the Perth train station. From this 'hub' location, onward travel to Fremantle and other metropolitan areas can be made. Perth train station is also an easy twenty five minute walk through the Northbridge entertainment area from our property.

Taxis and ride share are another convenient transport option.

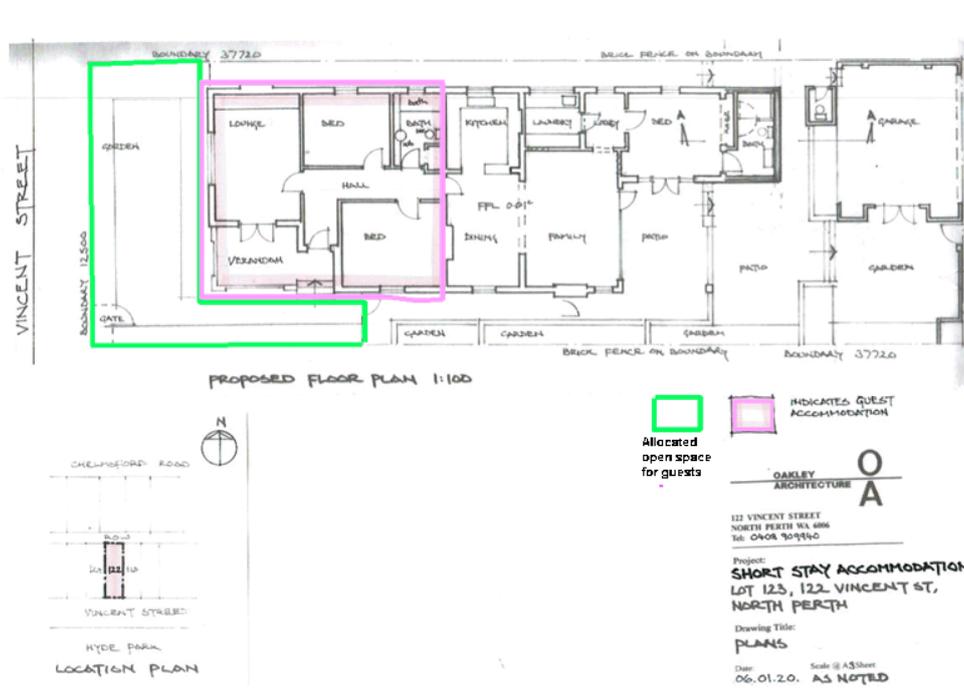
- f) Walking:
Walking to the local attractions is easily done and often more convenient than driving and finding parking a space.
- g) Cycling:
There are many designated cycling paths near our property giving access to popular destinations including:
- Fremantle
 - Guildford
 - Swan River
 - Kings Park
- We will provide secure parking for guests' bikes.
- h) Local Attractions:
- The cafes, restaurants and bars of Beaufort Street, Angove Street and Northbridge are all a comfortable walking distance.
 - Hyde Park with its lakes, children's water playground and conventional play area, barbeques and picnic spaces, is directly opposite our property.
 - Perth CBD is an easy two kilometre walk or may be conveniently accessed via the frequent bus services.
 - Perth Cultural Centre is a twenty five minute walk
 - Beatty Park swimming pool is an easy fifteen minute walk.
- i) Emergency Contacts
- Police Emergency - 000
 - Police attendance - 131 444
 - Police Local - 9214 7100

 - Fire - 000

 - Ambulance - 000
- j) Safety
- Fire extinguisher is located in the guest lounge adjacent the kitchenette.
 - First Aid kit is located in the bathroom cupboard.
- k) Smoking
- Smoking is not permitted inside the accommodation
 - Smoking is permitted only on the external veranda or garden area. An ashtray will be provided for guest use.

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12 March 2020

12. Floor Plans



Application for development approval for short stay accommodation at 122 Vincent Street, North Perth.

Determination Advice Notes:

1. A separate application for approval will be required for any proposed change or addition of a different category of Temporary Accommodation under the City's Policy No. 7.4.5 to that approved under this approval.
2. This is a development approval issued under the City of Vincent Town Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
3. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
4. Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage.

9.2	NO. 66 (LOTS: 1 & 11; D/P: 5285) LINDSAY STREET, PERTH - PROPOSED SIX MULTIPLE DWELLINGS AND TWO HOME OFFICES (AMENDMENT TO APPROVED)
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Ward: South

- Attachments:
1. Location Plan [↓](#) 
 2. Previous Determination Notice and Approved Plans [↓](#) 
 3. Development Plans [↓](#) 

RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for development approval for six Multiple Dwellings and two Home Offices (Amendment to Approved) at No. 66 (Lots: 1 & 11; D/P: 5285) Lindsay Street, Perth, in accordance with the plans shown in Attachment 3 subject to the following conditions and associated determination advice notes:

1. All conditions and advice notes detailed on the development approval 5.2019.113.1 granted on 23 July 2019 continue to apply to this approval, except as follows:

- 1.1 Condition 2.1 is amended to read as follows:

The use of the two home offices on the ground floor level associated with Apartments 1 and 2 shall only be used in accordance with the definition of 'Home Office' within the City of Vincent Local Planning Scheme No. 2 as follows:

Home Office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation –

- (a) *is solely within the dwelling; and*
- (b) *does not entail clients or customers travelling to and from the dwelling; and*
- (c) *does not involve the display of a sign on the premises; and*
- (d) *does not require any change to the external appearance of the dwelling;*

- 1.2 Condition 2.2 is deleted;

- 1.3 A new Condition 16 is imposed to read as follows:

16. Prior to the approval of the building permit, amended plans shall be submitted which demonstrate that the fire hydrant booster doors and raised planter boxes are fully contained within the subject site and not within the road reserve, to the satisfaction of the City;

- 1.4 Advice Note 16 is deleted and subsequent advice notes are renumbered accordingly; and

- 1.5 A new Condition 17 is imposed to read as follows:

17. The development must be substantially commenced by 23 July 2022, being three years from the date of the original approval. If the development the subject of this approval is not substantially commenced within this period, the approval will lapse and have no further effect.

PURPOSE OF REPORT:

To consider an application for development approval for an amendment to the previous approval for six Multiple Dwellings and Home Office at No. 66 Lindsay Street, Perth (the subject site).

PROPOSAL:

The current application proposes to make the following amendments to the previously approved development plans, including:

- Increasing the number of home offices on the ground floor level from one to two. The new home office is proposed to be associated with Apartment 2 via a new internal staircase;
- Reducing the dimensions of Apartment 2 bedroom 3 from 3.0 metres by 3.0 metres to 2.7 metres by 2.7 metres;
- Relocating the Apartment 3 storeroom to the ground floor level and the Apartment 2 storeroom to the first floor level;
- Increasing the length of the second floor Apartment 5 balcony boundary wall to the north eastern lot boundary by 2.7 metres;
- Increasing the skillion roof height by 0.2 metres;
- Reducing the amount of on structure planting from 123.2 square metres to 64.4 square metres; and
- Other minor internal floor plan layout modifications.

The proposed development plans are included as **Attachment 3**.

BACKGROUND:

Landowner:	Charlotte Fehr
Applicant:	Charlotte Fehr
Date of Application:	7 February 2020
Zoning:	MRS: Urban LPS2: Zone: Mixed Use R Code: R80
Built Form Area:	Mixed Use
Existing Land Use:	Vacant
Proposed Use Class:	Multiple Dwellings – 'P' Home Office – 'P'
Lot Area:	493m ²
Right of Way (ROW):	No
Heritage List:	No

The subject site is bound by car parking to the north and south, Lindsay Street to the west and a two-storey commercial development to the east. The location plan is included in **Attachment 1**. The subject site is currently vacant.

The subject site is zoned Mixed Use with a residential density of R80 under the City of Vincent Local Planning Scheme No. 2 (LPS2) and is located within the Mixed Use Built Form Area in accordance with City Policy No. 7.1.1 – Built Form (Built Form Policy). The adjoining lots to the south are also zoned Mixed Use and located within the Mixed Use Built Form Area. The adjoining lots to the north, east and west are zoned Commercial. The adjoining lots to the north and east are located within the Activity Corridor Built Form area. The adjoining lots to the west are located within the Mixed Use Built Form area.

Lindsay Street is characterised by single storey and two storey single dwellings. The immediately adjoining sites to the north and south are open air car parking facilities appurtenant to grouped dwellings and commercial development. A number of character homes located along Lindsay Street operate as offices. The subject site is adjacent to Beaufort Street which is characterised by two to four storey mixed use and commercial development.

Council at its 23 July 2019 Ordinary Meeting approved a development application for a four storey development comprising of six Multiple Dwellings and Home Office subject to conditions at the subject site. The development plans approved by Council are included as **Attachment 2**. An amendment sought to this previously approved development is the subject of this report.

DETAILS:**Summary Assessment**

The proposal was assessed in accordance with the requirements of the Built Form Policy and State Planning Policy 7.3 Residential Design Codes – Apartments (R Codes Volume 2) which relates to multiple dwelling developments and the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The R Codes Volume 2 provides guidance for multiple dwellings and focuses on improved design outcomes for apartments that are responsive and appropriate to the context and character of the site and locality. This is a performance-based assessment and applicants are required to demonstrate that the design achieves the objectives of each design element as well as the overall objectives of the R Codes Volume 2.

Consideration of Element Objectives and Acceptable Outcomes

The R Codes Volume 2 includes Element Objectives and Acceptable Outcomes for each design element. Proposals are required to demonstrate that the design achieves the Element Objectives for each design element. While addressing the Acceptable Outcomes is likely to achieve the relevant Element Objectives, they are not a deemed-to-comply pathway and the proposal is still to be assessed against the relevant Element Objectives. Where Acceptable Outcomes are not met, proposals may still satisfy the Element Objective via alternative means or solutions.

Detailed Assessment

The proposed amendments the subject of this application have been assessed against the relevant Acceptable Outcomes and Element Objectives of the R Codes Volume 2 and the City's Built Form Policy. The Element Objectives and/or Acceptable Outcomes that are not achieved in the proposal are as follows:

Building Height	
Deemed-to-Comply Standard	Proposal
Built Form Policy Clause 3.1 – Building Height C3.1.1 Maximum Building Height Top of Skillion Roof: 14.3 metres	Top of Skillion Roof: 14.5 metres. The application proposes to increase the skillion roof height by 0.2 metres from that previously approved. The previous report to Council stated that the bottom of the skillion roof had a height of 13.85 metres in lieu of the permitted height of 13.3 metres. Upon review it has been determined that this calculation was incorrect and the actual height was 13.0 metres. The current application proposes a height to the bottom of the skillion roof of 13.2 metres which is consistent with the Acceptable Outcomes.
Plot Ratio	
Deemed-to-Comply Standard	Proposal
R Codes Volume 2 Clause 2.5 - Plot Ratio A2.5.1 1.0 (493.0 square metres)	1.67 (822.3 square metres). The previously approved plans had a plot ratio area of 1.63 (807.1 square metres).

Size and Layout of Dwellings	
Deemed-to-Comply Standard	Proposal
<p>R Codes Volume 2 Clause 4.3 – Size and Layout of Dwellings</p> <p>A 4.3.2 Bedrooms have a minimum dimension of 3.0 metres, excluding robes.</p>	<p>Bedroom 3 of Apartment 2 has a minimum dimension of 2.7 metres.</p> <p>This bedroom was previously approved with a minimum dimension of 3.0 metres.</p>

An assessment of how the proposal meets the Element Objectives of the R Codes Volume 2 is discussed in the Comments section below.

CONSULTATION/ADVERTISING:

The application does not require advertising. This is because it does not propose any departures from the relevant planning framework which could reasonably be considered to have an adverse impact on the adjoining properties or the surrounding streetscape. The built form outcome remains largely the same when viewed from the public realm, the additional height of the skillion roof remains below the overall development height previously approved and the increased length of the Apartment 5 balcony wall built to the north eastern lot boundary abuts the car park of a commercial development. In accordance with the City's Policy No. 4.1.5 – Consultation, the proposed amendments would not have a significant impact on the community, or the economy, lifestyle, amenity and/or environment of any member of the community or community group.

Design Review Panel (DRP):

Referred to DRP: No

The previous application that was ultimately approved by Council was presented to the DRP prior to lodgement, following lodgement and referred to the DRP Chairperson to confirm that the amendments to the plans were a suitable design response to all comments made at the previous DRP meetings.

The current application was not referred to the DRP as the proposed changes to the previously approved plans would not result in a significant change to the building design.

LEGAL/POLICY:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 7.3 – Residential Design Codes Volume 2 – Apartments;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

Planning and Development Act 2005

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

City of Vincent Policy No. 7.1.1 – Built Form

At the 23 July 2019 Ordinary Council Meeting, the proposed Amendment 2 to the Built Form Policy was approved for the purposes of advertising. The development has not been assessed against the proposed amendments to the Built Form Policy as the amendments are in draft form and are not considered to be 'seriously entertained'. This is because they have not received approval from Council following community consultation, which concluded on 22 November 2019. The amendments are not certain or imminent in coming into effect in their current advertised form.

The submissions from community consultation for the amended Built Form Policy are expected to be presented to Council at an upcoming meeting to consider the Policy's acceptability following community consultation.

Delegation to Determine Applications:

This matter has been referred to Council in accordance with the City's Delegated Authority Register as the application is an amendment to a development approval that was determined by Council.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:Building Height

The development proposes a skillion roof with a maximum height of 14.5 metres to the high side which is 0.2 metres higher than what was previously approved.

The proposed modification to the building height is consistent with the objectives of Element 2.2 of the R Codes Volume 2 and the local housing objectives of the Built Form Policy for the following reasons:

- The additional height of the skillion roof remains below the overall height of the development previously approved;
- The upper floors of the building are stepped in so as to mitigate the perception and impact of building bulk and mass. The development incorporates wrap-around balconies and articulation on the upper floors to reduce the amount of blank walls and material bulk when viewed from the street;
- The use of natural colours and elements including facebrick and corten-like cladding reduces the overall impact of bulk and scale when viewed from the street. The use of a light grey and off-white of the render reduces the perception of bulk and scale when viewed from adjoining properties;
- The communal open space does not have a roof structure and is located on level three, limiting the impact of building bulk on the adjoining lots;
- The southern adjoining lots that would be overshadowed as a result of the application are commercial uses and open air car parks, which results in an acceptable amount of overshadowing onto adjoining residential properties; and
- There proposed modifications do not result in any additional overlooking onto adjoining properties.

Plot Ratio

The development proposes a plot ratio of 1.67 (822.3 square metres) which is an increase of 15.2 square metres from what was previously approved.

The proposed modification to the plot ratio is consistent with the objectives of Element 2.5 of the R Codes Volume 2 for the following reasons:

- The proposed increase in plot ratio results from the reclassification of the previously approved ground floor communal area (which did not qualify as plot ratio area) to a dedicated home office for use by the occupants of Apartment 2 (which qualifies as plot ratio area). This increase in plot ratio does not result in any increase to the approved building footprint and would not have any greater bulk and scale impact than the previously approved development;
- The proposed design elements, including articulated design, stepping back of the external dwelling walls, varying colours and materials, extensive glazing and on-structure landscape infrastructure reduces the perception of building bulk and scale as a result of the proposed plot ratio;
- The proposal provides sufficient car parking to cater for the use of the development;
- The immediately adjoining northern, eastern and western lots are permitted for a plot ratio of 2.0, and this site provides an appropriate transition between the residential character of Lindsay Street and Beaufort Street urban centre; and
- The development is consistent with the permitted number of storeys for the subject site and generally consistent with the prescribed lot boundary setbacks, and the proposal incorporates an articulated design making use of materials and finishes existing in the streetscape.

Lot Boundary Setbacks

The previous application was approved with a nil setback from the second floor Apartment 5 balcony to the northern lot boundary. The current application proposes to increase the length of this balcony which is built up to the northern lot boundary by 2.7 metres.

The proposed modification to the to the boundary wall is consistent with the objectives of Element 2.4 of the R Codes Volume 2 and the local housing objectives of the Built Form Policy for the following reasons:

- Whilst the length has increased of the balcony wall which is 1.65 metres high, the void area that provides a setback from the north eastern lot boundary to the Apartment 5 bedroom 1 building façade has been increased from 1.7 metres to 3.4 metres. This provides greater separation and depth to the Apartment 5 bedroom 1 building facade as viewed from the adjoining property, and assists in offsetting the increased balcony wall length. As a result, the average setback of the second floor to the north eastern lot boundary remains at 0.9 metres, consistent with the original approval;
- The balcony wall would not impact on the amenity of the adjoining property to the north which consists of an open air car park. The wall is proposed to be finished with light grey cladding consistent with the rest of the building in order to integrate with the development and mitigate the perception of bulk on the streetscape;
- The building is stepped in, with balconies along the northern boundary, on-structure planting infrastructure and articulated so as to mitigate building bulk and mass, and provides a transition between the subject site and adjoining development; and
- The design maximises the amount of natural ventilation and sunlight into the dwellings and there is adequate separation between development on surrounding properties to allow for adequate ventilation and sunlight.

Tree Canopy and Deep Soil Areas

The application proposes to reduce the amount of on-structure planting from 123.2 square metres to 64.4 square metres. The extent of the modifications are outlined below:

- Level 1 – landscaping reduced from 16.6 square metres to 8.7 square metres as a result of modifications to the external balcony to Apartment 2 bedroom 2 along the northern boundary. Landscaping has also been removed from the courtyard to Apartment 2 to increase the useable space of this area;
- Level 2 – reduced from 60.8 square metres to 42.6 square metres as a result of reconfiguring the balconies to Apartments 4 and 5 along the northern boundary;
- Level 3 – reduced from 45.8 square metres to 13.1 square metres as a result of reconfiguring the communal balcony to the eastern boundary to increase the useable area; and
- The proposed plans identify the planter boxes for on-structure planting across levels 1, 2 and 3. The approved development did not indicate the width of planter boxes. By accounting for the width of the planter boxes to support the landscaping, the planting areas have reduced.

The proposed modification to the on-structure landscaping is consistent with the objectives of Element 3.3 of the R Codes Volume 2 for the following reasons:

- The approved deep soil and provision of two medium sized trees remains unchanged as a result of the modifications to the on-structure landscaping;
- The acceptable outcomes of R Codes Volume 2 identifies that where there is a shortfall in deep soil areas, on-structure planting equivalent to two times the shortfall should be provided. The approved development had a shortfall of 10.5 square metres of deep soil, requiring 21.0 square metres of on-structure landscaping to be provided. Whilst the on-structure landscaping is proposed to be reduced, the 64.4 square metres provided exceeds the amount identified in the acceptable outcomes of R Codes Volume 2;
- The on-structure planting infrastructure provides sufficient space for healthy plant and tree growth due to the soil depth, soil volume provided and species selected. The proposed species are suitable for the location, given the amount of sun exposure and site conditions, ensuring the capability of growing to maturity. The City's Parks team has reviewed the landscaping plan and confirmed this to be acceptable;
- The on-structure planting is integrated into the building design and increases the visual amenity of the development to assist with mitigating the overall impact of building bulk and scale when viewed from the adjacent properties and the streetscape. It also provides for visual appeal of private and communal open spaces and an attractive outlook from habitable rooms;
- The landscaping infrastructure is integrated into the design of the building, in relation to materiality and located in key functional areas to provide amenity for residents and surrounding properties;
- The proposed landscaping continues to contribute to an integrated sustainable design, with the proposed roof garden and landscaping infrastructure for communal open space is to contribute to stormwater management and the collection and reuse of rainwater; and
- The overall landscape amenity would provide an effective contribution to the City's green canopy, landscape amenity and reduce the impact of the urban heat island effect in the immediate locality.

Size and Layout of Dwellings

The application proposes a new internal staircase linking the first floor Apartment 2 with the ground floor home office. This has resulted in the dimensions of the Apartment 2 bedroom 3 being reduced to 2.7 metres by 2.7 metres in lieu of the acceptable outcome in R Codes Volume 2 of 3 metres by 3 metres. The proposed bedroom dimensions are consistent with the objectives of Element 4.3 Size and Layout of Dwellings of the R Codes Volume 2 for the following reasons:

- The bedroom incorporates a 2.0 metre x 0.6 metre robe which would allow for storage and remove the need for a separate tallboy;
- The proposed floor area for this bedroom is 9.3 square metres which exceeds the R Codes Volume 2 acceptable outcome minimum of 9 square metres, and is square in shape which allows for functionality and flexibility; and
- The bedroom has access to natural light and ventilation via the north western facing window to the external courtyard.

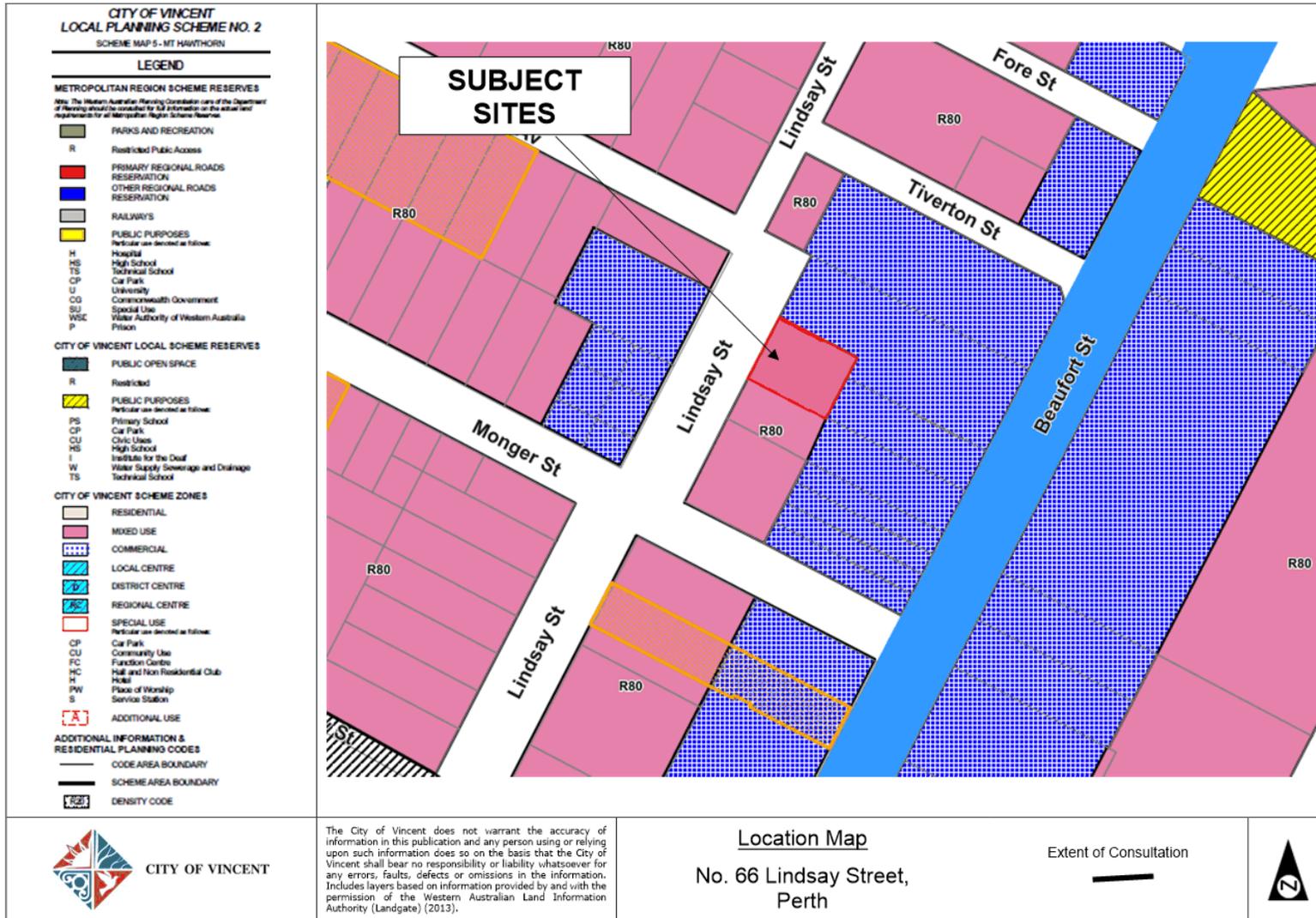
Fire Hydrant Booster and Raised Planter Boxes

The amended proposal appears to show the fire hydrant booster and raised planter boxes straddling and overhanging the ground floor property boundary to Lindsay Street. Development is to be contained within the site itself. Administration has recommended a condition of development approval to ensure this.

Time Period to Commence Approved Development

The previous application was approved prior to the onset of COVID-19 and was subject to the requirement for the development to be substantially commenced by 23 July 2021, being two years from the determination date. Clause 71 in the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* allows a longer period to be specified in which to substantially commence a development.

Administration has recommended a condition of approval that would extend the time period in which the development is to be substantially commenced having regard for the current social and economic climate. This time period would be extended to 23 July 2022, being three years from the date of the original approval.



SUBJECT SITE



CITY OF VINCENT

The City of Vincent does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the City of Vincent shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Includes layers based on information provided by and with the permission of the Western Australian Land Information Authority (Landgate) (2013).

No. 66 Lindsay Street,
Perth



ENQUIRIES TO: Clair Morrison
Approval Services, (08 9273 6537)
OUR REF: 5.2019.113.1



CITY OF VINCENT

24 July 2019

Campion Design Group
65 Hay Street
SUBIACO WA 6008

Dear Sir/Madam

NO. (LOT: 1 D/P: 5285) 66 LINDSAY STREET PERTH – PROPOSED MULTIPLE DWELLING (6) AND HOME OFFICE

Thank you for your Planning Application received on 29/03/2019 for the above proposal.

I wish to advise that the Council at its Ordinary Meeting held on 23 July 2019 resolved to **grant conditional approval** subject to the terms and conditions shown on the attached form. The proposal was assessed and found to be in accordance with the provisions of the City of Vincent Local Planning Scheme No.2 and associated policies.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Clair Morrison on 08 9273 6537.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Joslin Colli'.

Joslin Colli
COORDINATOR PLANNING SERVICES

Administration & Civic Centre
244 Vincent Street, (Cnr Loftus),
Leederville, Western Australia 6007

PO Box 82,
Leederville WA 6902

Tel: (08) 9273 6000
Fax: (08) 9273 6099

Email: mail@vincent.wa.gov.au
www.vincent.wa.gov.au

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Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 66 Lindsay Street PERTH

Lot, Plan/Diagram: LOT: 1 D/P: 5285

Vol. No: 1314

Folio No: 818

Application date: 29 March 2019

Received on: 29 March 2019

Serial No: 5.2019.113.1

Description of proposed development: Multiple Dwelling (6) and Home Office

Plans dated: 29 March 2019 and 11 June 2019

This application for development approval is subject to the following conditions:

1. Amalgamation of Lots

Prior to the lodgement of a Building Permit application for the proposed development, Lot 1 and Lot 11 ('the Lots') are to be amalgamated into a single lot on a Certificate of Title; or alternatively, the owner entering into a legal agreement with the City and secured by an absolute caveat lodged over the certificates of title to the Lots requiring the amalgamation to be completed within twelve months of the issue of a Building Permit for the proposed works.

The owner shall be responsible to pay all costs associated with the City's solicitor's costs incidental to the preparation of (including all drafts) and stamping of the agreement and lodgement of the absolute caveat;

2. Use of Premises

2.1 The use of the room on the ground level associated with Apartment 1 indicated as 'Home Office' on the approved plans shall only be used in accordance with the definition of Home Office within the City of Vincent Local Planning Scheme No. 2 as follows:

Home Office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation –

(a) is solely within the dwelling; and

(b) does not entail clients or customers travelling to and from the dwelling; and

(c) does not involve the display of a sign on the premises; and

(d) does not require any change to the external appearance of the dwelling; and

2.2 The 20 square metre room on the ground floor located adjacent to the vehicle entrance to the development shall be used as a communal space for activities associated with the Multiple Dwellings and for the exclusive use of residents that does not entail clients or customers travelling to and from the site;

3. Car Parking, Access and Bicycle Facilities

- 3 -

- 3.1 A minimum of 12 parking bays for the residents of the Multiple Dwellings shall be provided on the site, with a minimum of two car parking bays allocated to each Multiple Dwelling;
- 3.2 All walls, letterboxes or fences above 0.75 metres in height to be constructed within 1.5 metres of where the vehicle access point adjoins the public street, as indicated on the approved plans dated 11 June 2019, are to be visually permeable in accordance with the definition of State Planning Policy 7.3 Residential Design Codes, unless otherwise approved by the City;
- 3.3 Vehicle and pedestrian access points shall match into existing footpath levels to the satisfaction of the City;
- 3.4 The car park shall be used only by owners and visitors directly associated with the development;
- 3.5 The approved sliding gate and security infill panels to the car parking area shall be visually permeable in accordance with the definition of Visually Permeable in the State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments;
- 3.6 Prior to the first occupation of the development, the car parking spaces provided for the residential component of the development shall be clearly marked and sign posted for the exclusive use of the residents of the development and shall not be in a tandem arrangement unless they service the same residential unit/dwelling;
- 3.7 The applicant shall agree in writing to provide a notice on any Sales Contract to advise prospective purchasers that the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings; and

3.8 Bicycle Parking

A minimum of one short-term bicycle bay shall be provided for where possible within the development. The bicycle bay shall be designed in accordance with AS2890.3 and installed prior to occupation to the satisfaction of the City; or

Should there be no suitable location for a short-term bicycle facility to be available on-site, a cash-in-lieu contribution of \$400 shall be paid to the City for the shortfall of one short-term bicycle bay, based on the cost of \$400 per Class 3 bicycle parking facility, prior to the occupation of development;

4. Access Management Plan

- 4.1 Prior to occupation of the development an Access Management Plan shall be submitted to and approved by the City. The access management plan is to include the following:
 - Detailed management measures for the operation of the vehicular entry gate, to ensure access is readily available for owners/visitors/tenants to the residential units at all times; and

- 4.2 The Plan as identified in Condition 4.1 above shall be implemented and shall be maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

5. Boundary Walls

- 4 -

The owners of the subject land shall finish and maintain the surface of the boundary wall facing No. 255 Beaufort Street, No. 247 Beaufort Street and No. 243 Beaufort Street, in a good and clean condition prior to the practical completion of the development and thereafter maintained to the satisfaction of the City;

6. Visual Privacy

6.1 Privacy screening to a height of 1.6 metres above the finished floor level as indicated on the approved plans. All privacy screening shall be visually impermeable and is to comply with the Acceptable Outcomes of the State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments, to the satisfaction of the City; and

6.2 All screening is to be shown on the plans at the time of lodging a building permit and must be installed prior to occupation of the development;

7. Building Design

7.1 Doors and windows and adjacent floor areas fronting Lindsay Street shall provide an active and interactive relationship to the street to the satisfaction of the City and shall be maintained thereafter to the satisfaction of the City;

7.2 Ground floor glazing and/or tinting shall be a minimum of 70 percent visually permeable to provide unobstructed visibility. Darkened, obscured, mirrored or tinted glass or other similar materials as considered by the City is prohibited; and

7.3 The awning within the Lindsay Street road reservation attached to the façade of the building shall be designed to be removable, to the satisfaction of the City;

8. Schedule of External Finishes

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

9. External Fixtures

All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obstructive;

10. Clothes Drying Facilities

Each multiple dwelling shall be provided with a clothes drying area screened from the public realm in accordance with State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments, to the satisfaction of the City, prior to the occupation or use of the development;

11. Landscaping

11.1 An updated detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to lodgement of a Building Permit. The plan shall be drawn to a maximum scale of 1:200 and show the following:

- 5 -

- The location and type of existing and proposed trees and plants, and on-structure planting;
- Areas to be irrigated or reticulated;
- The provision of 7.8 percent deep soil area as defined by State Planning Policy 7.3 Residential Design Codes: Volume 2 – Apartments;
- The provision of two medium size trees, in accordance with the Acceptable Outcomes of Element 3.3 Tree Canopy and Deep Soil Areas of State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments, contributing towards 11.7 percent canopy coverage within deep soil zones provided and within the side and rear setback areas. The tree species are to be in accordance with the City's recommended tree species list; and
- Provision of at least two trees, with a planting size of at least 200 litres, within the verge of Lindsay Street adjoining the development shall be provided at the full expense of the landowner. The tree species is to be approved by the City;

11.2 All works shown in the approved plans as identified in Condition 11.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

12. Acoustic Report and Noise Management

Prior to the lodgement of a Building Permit, a revised Acoustic Report in accordance with the City's Policy No. 7.5.21 – Sound Attenuation shall be lodged with and approved by the City. All of the recommended measures included in the revised Acoustic Report shall be implemented to the satisfaction of the City prior to the occupation or use of the development and shall be maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers. The engagement and implementation of the recommendations by the acoustic consultant are to be at the applicant's expense;

13. Waste Management

13.1 A Waste Management Plan prepared to the satisfaction of the City shall be submitted and approved by the City; and

13.2 Waste management for the development shall thereafter comply with the approved Waste Management Plan;

14. Construction Management Plan

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan is required to address the following concerns that relate to any works to take place on the site:

- Public safety, amenity and site security;
- Contact details of essential site personnel;
- Construction operating hours;
- Noise control and vibration management;
- Dilapidation Reports of nearby properties;
- Air, sand and dust management;
- Stormwater and sediment control;
- Soil excavation method;
- Waste management and materials re-use;
- Traffic and access management;
- Parking arrangements for contractors and subcontractors; and

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- Consultation plan with nearby properties; and

15. Stormwater

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

ADVICE NOTES:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. With reference to Condition 3, all new crossovers to the development site are subject to a separate application to be approved by the City.
3. With reference to Condition 3, the portion of the existing footpath traversing the proposed crossover must be retained. The proposed crossover levels shall match into the existing footpath levels. Should the footpath not be deemed to be in satisfactory condition, it must be replaced with in-situ concrete panels in accordance with the City's specification for reinstatement of concrete paths.
4. With reference to Condition 5, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.
5. With reference to Condition 10, the laundry must be:
 - provided with not less than 20 metres of clothes line, or an electrically powered clothes drying unit;
 - provided with a mechanical washing machine and one (1) wash trough having a capacity of not;
 - less than 36 litres, connected to an adequate supply of hot and cold water;
 - not be situated in a room in which food is prepared, stored, served or consumed; and
 - provided with natural ventilation, having permanent fixed ventilation, or alternatively
 - provided with mechanical ventilation.
6. With reference to Condition 11, the City encourages landscaping methods and species selection which do not rely on reticulation.
7. With reference to Condition 13, the applicant/landowner is advised that should the City be required to collect the waste generated on-site, the applicant/landowner is to liaise with the City in respect to the City's requirements and specifications. The development is required to have a minimum of three mobile recycling bins and four mobile garbage bins.
8. With reference to Condition 13, the minimum dimension for each bin is 0.8 metres x 0.95 metres, with a minimum area of 0.76 square metres.
9. With reference to Condition 13, the bin store at the development is to provide a suitable enclosure, in compliance with the requirements of the City of Vincent Health Local Law 2004.
10. With reference to Condition 15, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;

- 7 -

11. A Road and Verge security bond shall be lodged with the City by the applicant, prior to the issue of a building permit, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the security bond shall be made in writing. The bond is non-transferable;
12. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate.
13. The City accepts no liability for the relocation of any public utility and/or any other services that may be required as a result of this development. The applicant/owner shall ensure that the location of all services is identified prior to submitting an application of building permit. The cost of relocating any services shall be borne by the applicant.
14. This development approval does not take into account any restrictive covenants. It is the proponent's responsibility to ensure that the development will not result in a conflict of contractual obligations.
15. Any additional property numbering to the abovementioned address which results from this application will be allocated by the City of Vincent. The applicant is requested to liaise with the City in this regard during the building permit process.
16. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
17. The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

Date of determination: 23 July 2019

Note 1: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 2: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

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Signed:

Dated: 24/7/19

Joslin Colli
COORDINATOR PLANNING SERVICES
for and on behalf of the City of Vincent

LEGEND

- SEWER INSPECTION
- ⊕ WATER METER
- POWER POLE
- VERGE / LARGE TREE
- AHD SPOT HEIGHT
- CADASTRAL BOUNDARY
- BUILDING
- BRICK WALL
- S SEWER PIPELINE
- V WATER PIPELINE
- E OVERHEAD POWERLINE

CITY OF VINCENT
RECEIVED
11 June 2019

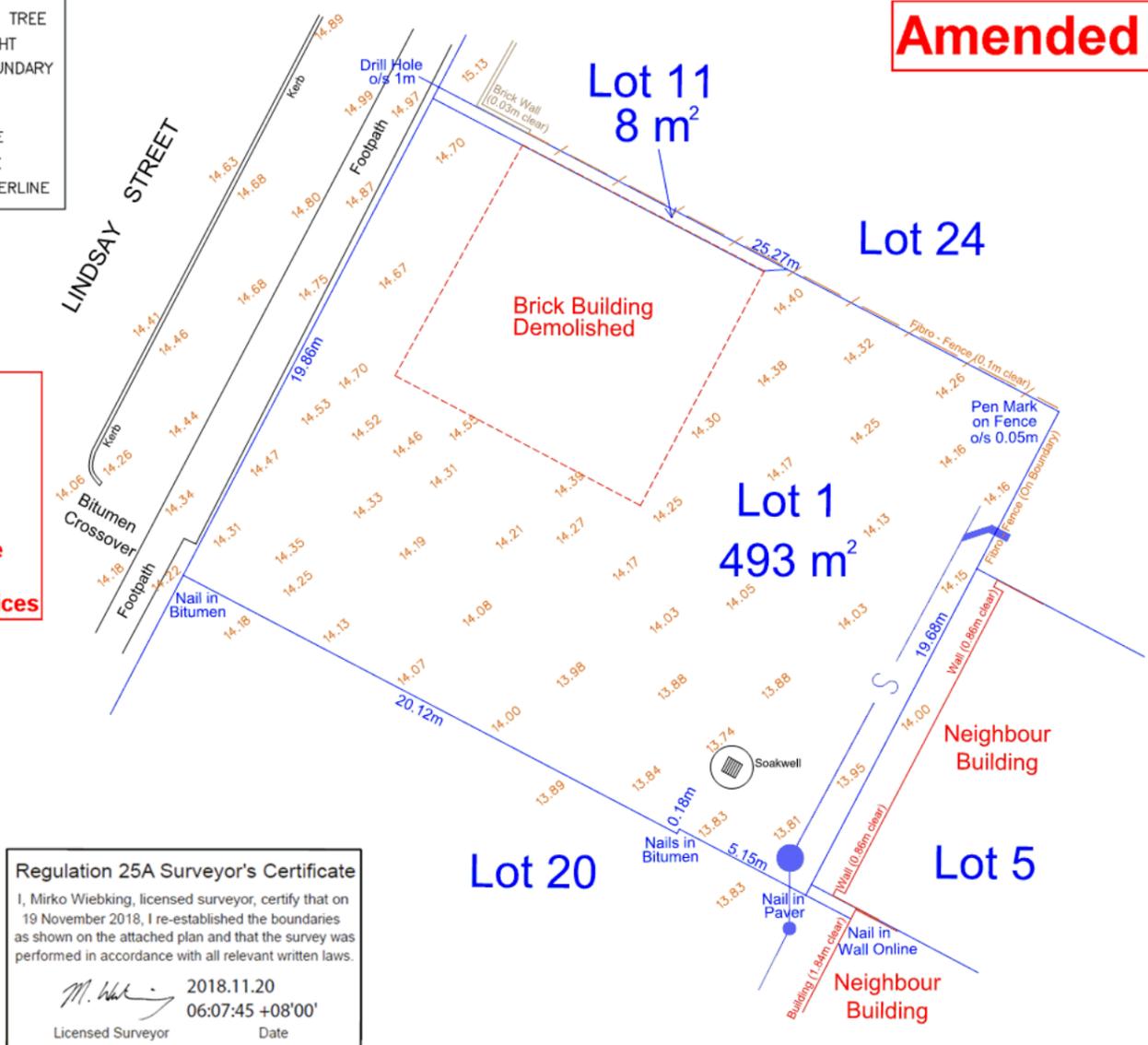
Amended Plan

CITY OF VINCENT
DA No. 5.2019.113.1

OMC 23 July 2019

APPROVED
Refer to Decision Notice

Coordinator Planning Services



Regulation 25A Surveyor's Certificate
I, Mirko Wiebking, licensed surveyor, certify that on 19 November 2018, I re-established the boundaries as shown on the attached plan and that the survey was performed in accordance with all relevant written laws.

M. Wiebking 2018.11.20
Licensed Surveyor 06:07:45 +08'00'
Date

<p>Mirko Wiebking Licensed Land Surveyor 123 Colin Street West Perth WA 6005 PO Box 1414 Subiaco WA 6904 Mob: 0427 308 987 Email - mirko@land-surveyors-perth.com.au</p>	NAME	DATE	<p>Feature & Boundary Plan 66 Lindsay Street (Lots 1 & 11) Perth WA 6000</p>
	SURVEYED BY	MW	
	DRAWN BY	MW	20/11/2018
	JOB No:	66442	Local Government: City of Perth
			Landgate Plan Ref: D 5285
			Client: Charlotte Fehr



SCALE 1:200 @ A3



DA 01 REV- 00

CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

FEATURE SURVEY
11/06/19

CampionDesignGroup
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DA No. 5.2019.113.1
OMC 23 July 2019
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SCALE 1:250 @ A3



DA 02 REV- 01

CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

SITEPLAN | Shadow June 21st

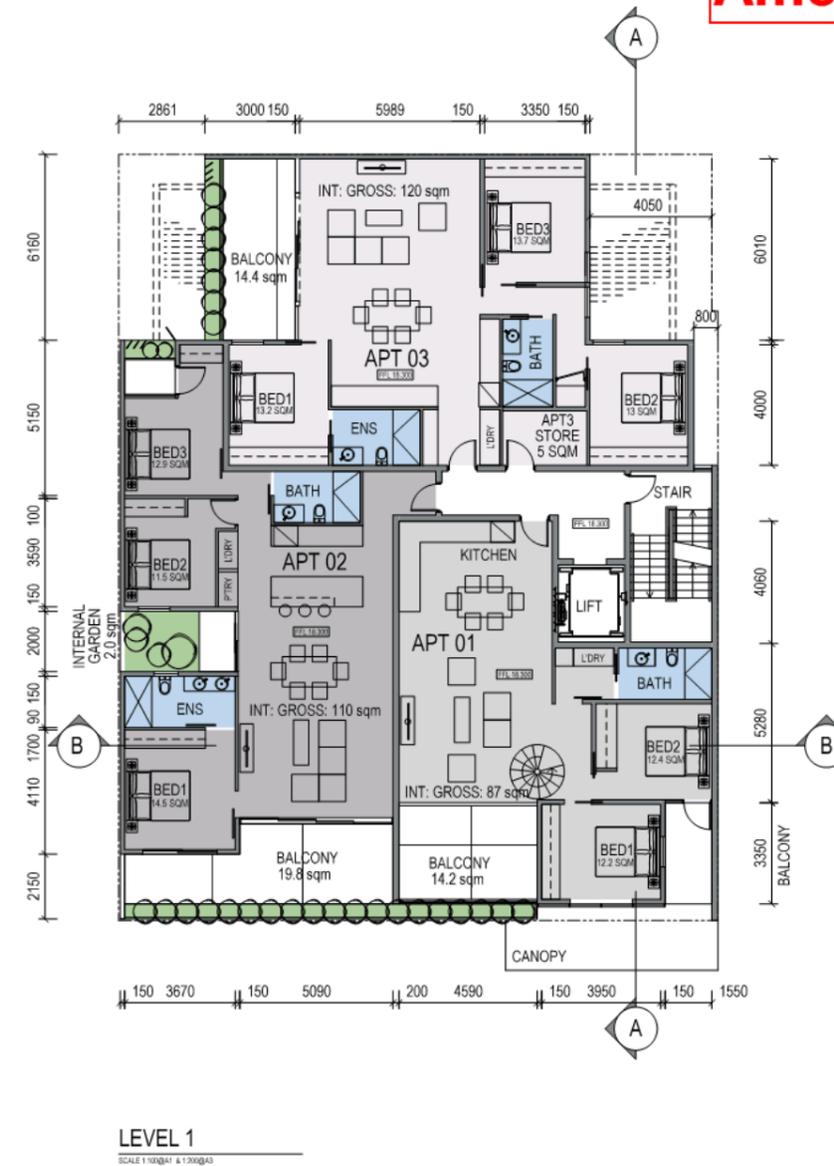
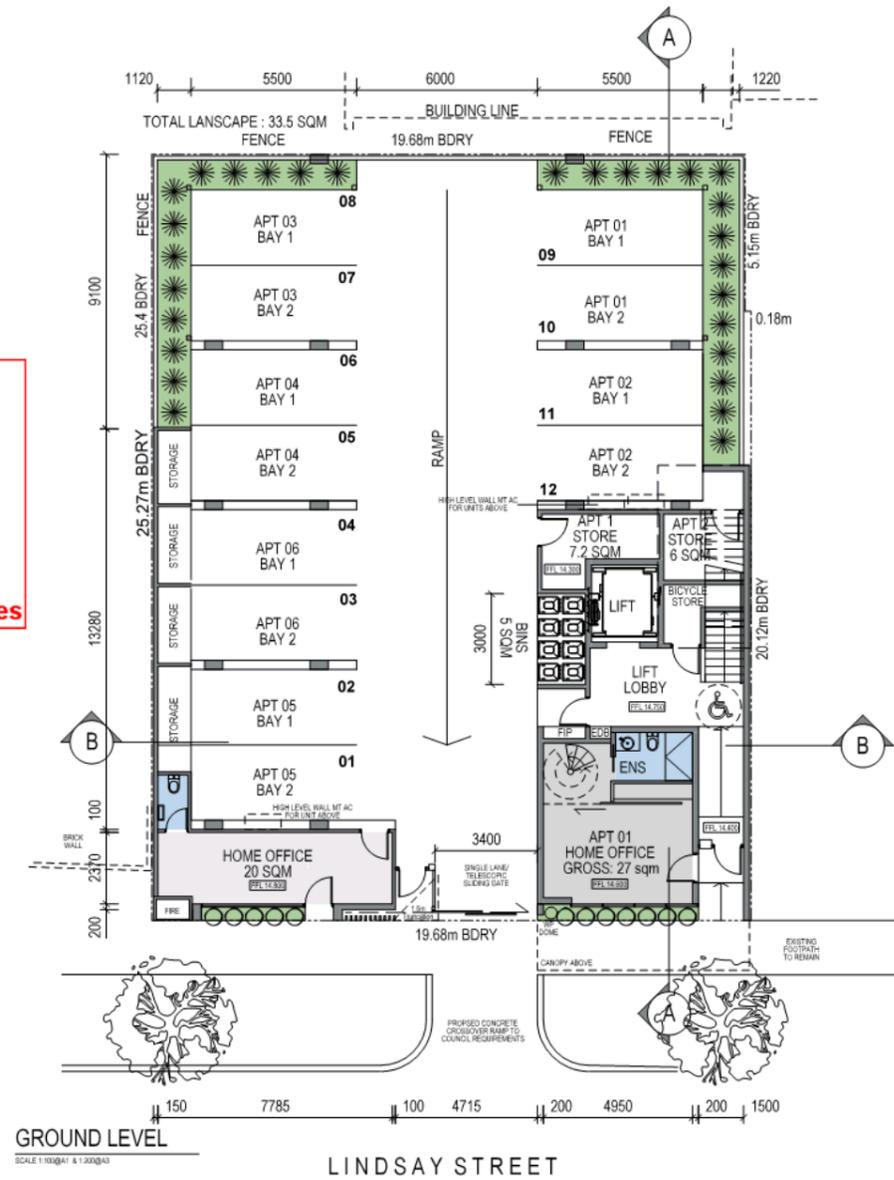
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SCALE 1:200 @ A3



CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

GROUND FLOOR & LEVEL 1

11/06/19

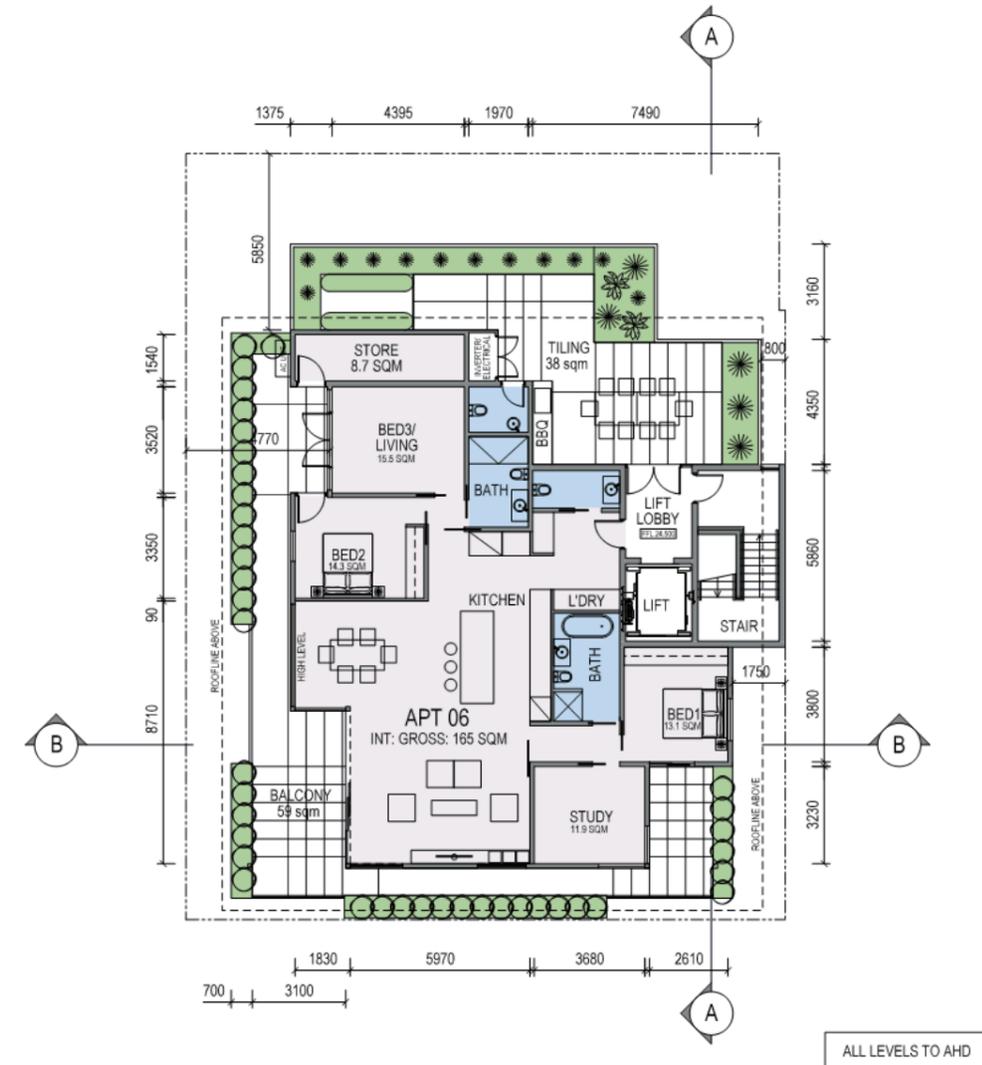
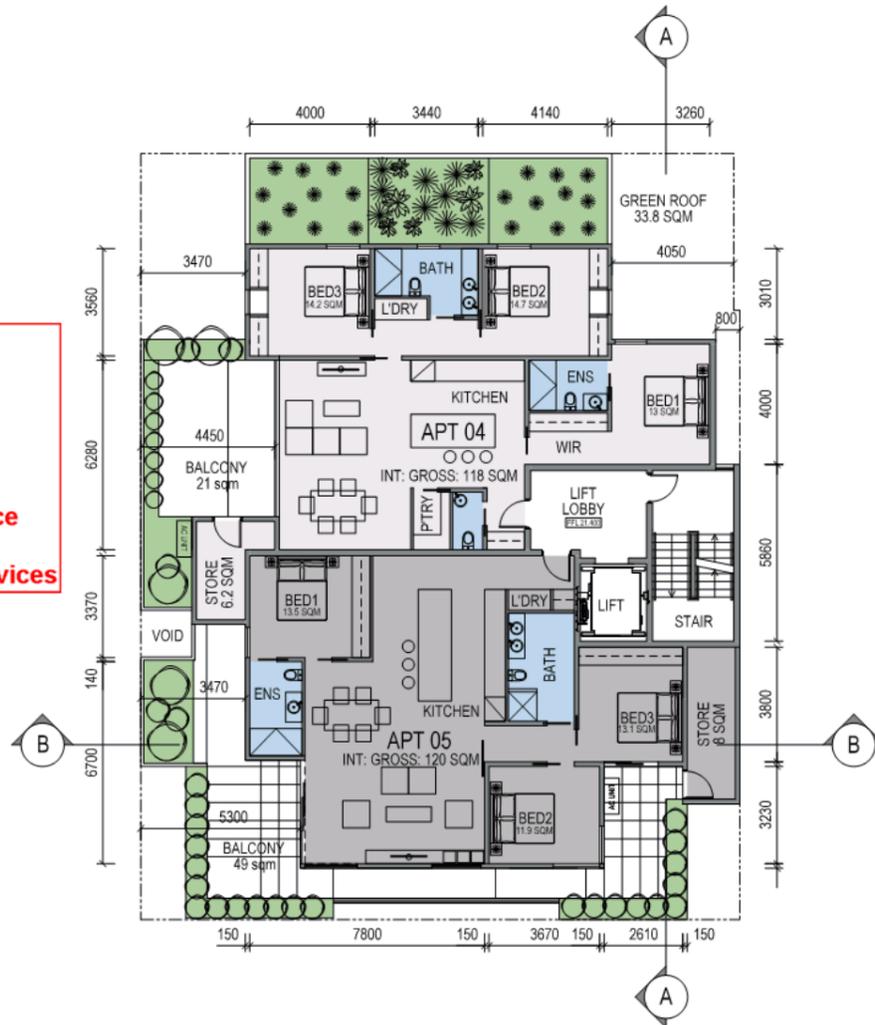
DA 03 REV- 02

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ALL LEVELS TO AHD



SCALE 1:200 @ A3



DA 04 REV- 02

CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

LEVEL 2 & 3

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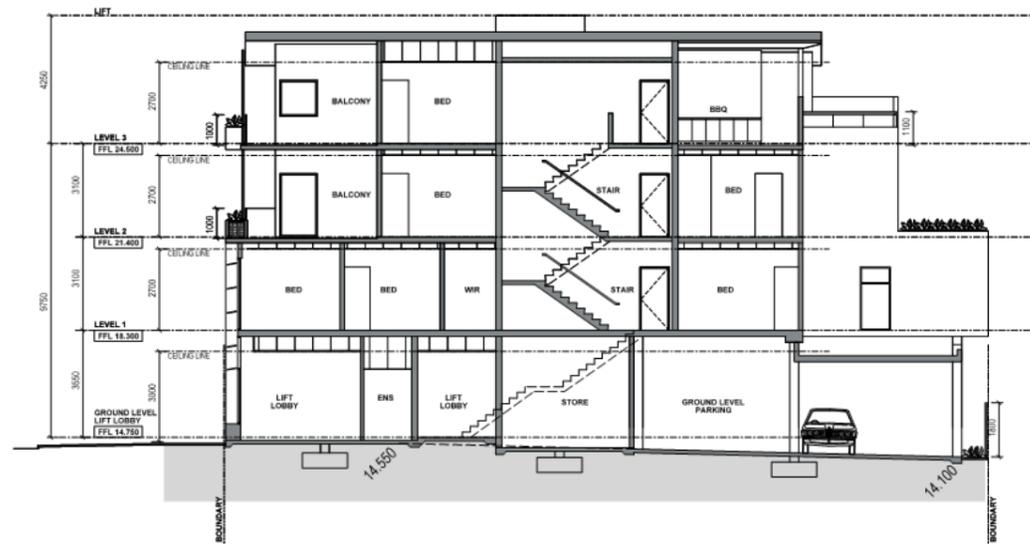
Amended Plan

CITY OF VINCENT
DA No. 5.2019.113.1

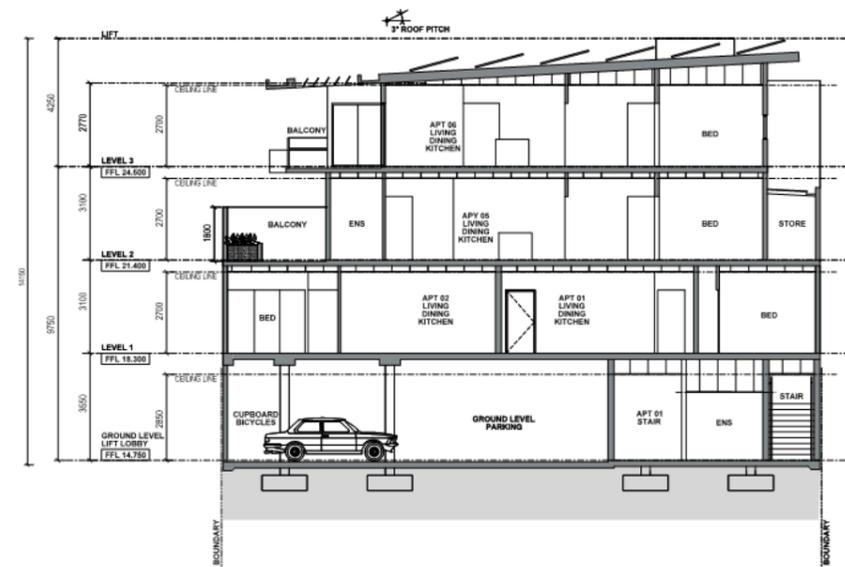
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SECTION A
SCALE 1:100 @ A1 1:200 @ A3



SECTION B
SCALE 1:100 @ A1 1:200 @ A3

ALL LEVELS TO AHD

SCALE 1:200 @ A3



CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

SECTIONS A & B

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DA 05 REV- 00

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SCALE 1:200 @ A3



DA 06 REV- 02

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ELEVATIONS

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SCALE 1:200 @ A3



DA 07 REV- 02

CLIENT : CHARLOTTE FEHR
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DA 08 REV- 02

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STREETSCAPE

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DA 11 REV- 02

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PERSPECTIVE

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CLIENT : CHARLOTTE FEHR
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PERSPECTIVE

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SCALE 1:200 @ A3



DA 13 REV- 01

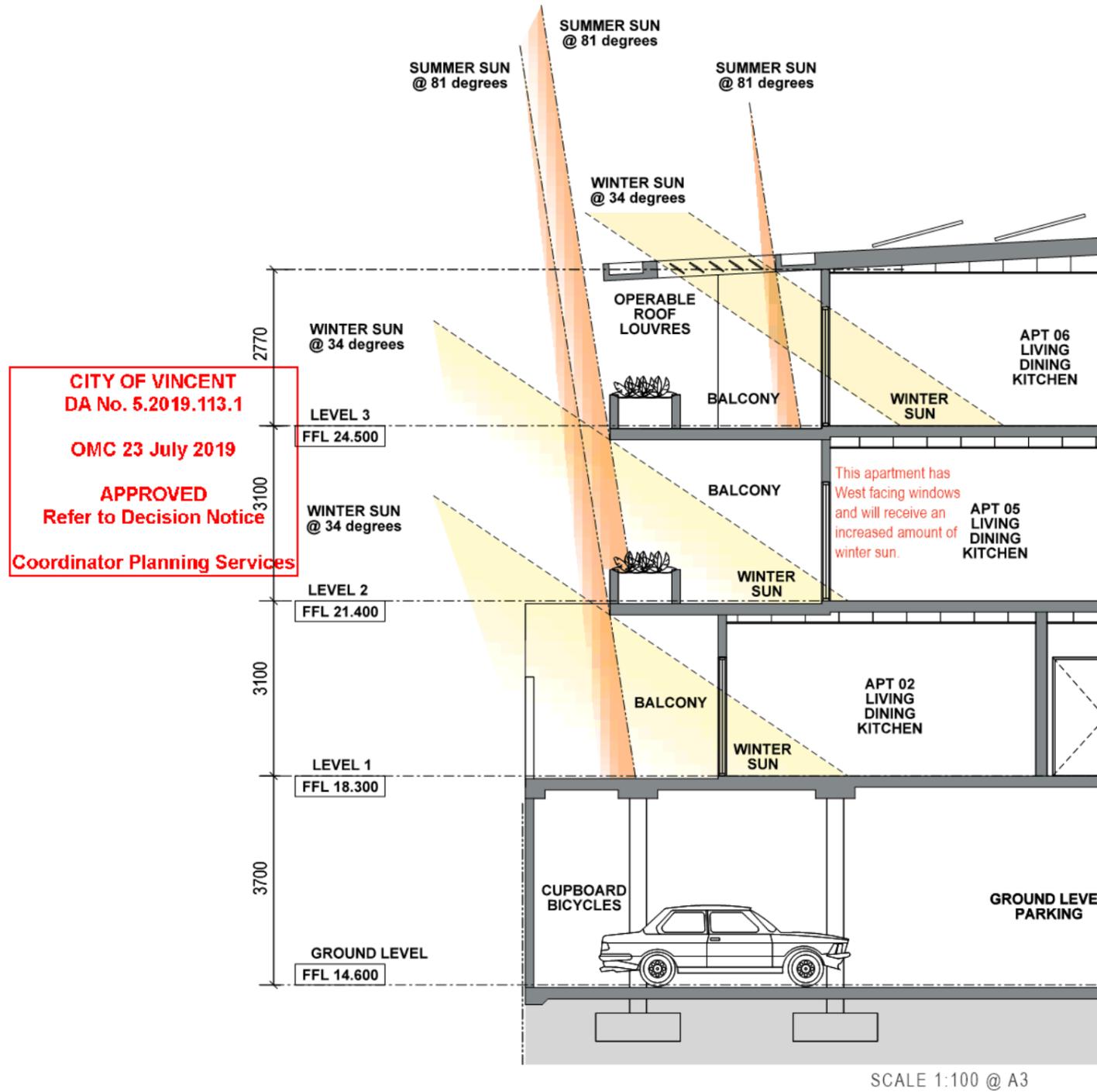
CLIENT : CHARLOTTE FEHR
 PROJECT : 1811 - 66 LINDSAY STREET, PERTH

WINDOW DETAILS

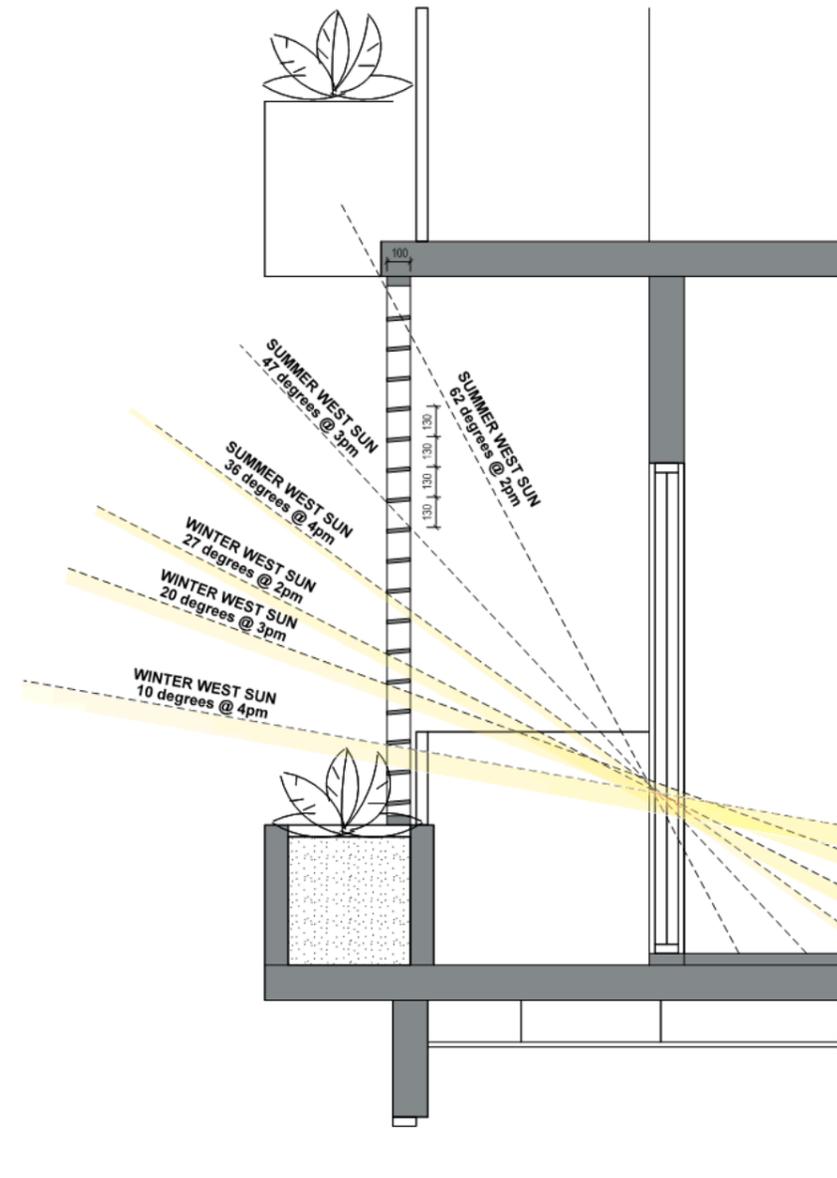
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MOVABLE SHUTTERS SUN STUDY | SCALE 1:100 @ A3



DA 14 REV- 01

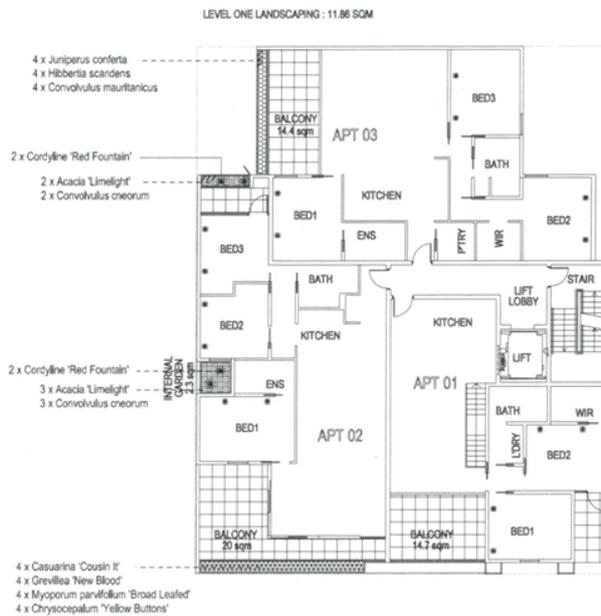
CLIENT : CHARLOTTE FEHR
PROJECT : 1811 - 66 LINDSAY STREET, PERTH

SUN STUDY

11/06/19

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Landscape Plan



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TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS
SURFACES				Suitable Outdoor tiles to balcony areas by builder	SHRUBS				Acacia cognata 'Limelight'
GROUNDCOVERS					Casuarina 'Cousin It'	5	14cm	3 per m2	
4	13cm	2 per m2	0.1 x 1.0m	Grevillea 'New Blood'	4	8t	as shown	1.0 x 1.0m	Cordyline 'Red Fountain'
4	13cm	2 per m2	0.3 x 1.5m	Myoporum parvifolium 'Broad Leafed'					
4	13cm	2 per m2	0.1 x 2.0m	Chrysocephalum 'Yellow Buttons'					
4	13cm	2 per m2	0.6 x 1.0m	Juniperus conferta					
4	13cm	2 per m2	0.3 x 2.0m	Hibbertia scandens					
4	13cm	2 per m2	0.3 x 2.0m	Convolvulus mauritanicus					
4	13cm	2 per m2	0.5 x 1.5m						

PLANTING SETOUT NOTE:
 - In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting

REVISED LANDSCAPE AND PLANTING PLAN
 Claire Walleney s. Jarch
 Level One, 81 Jolley St
 PERTH
 EXTERIOR VISIONS 041 993 4773
 Scale 1:200 @ A3 Date 11/03/19

Disclaimer: This drawing is conceptual. Consult an engineer to confirm location of pools, retaining and screen walls and their heights, depths and structural requirements. All paving patterns, heights, levels and dimensions given are approximate only. Number of steps will vary dependent on finished site levels. Risers are not to exceed 190mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural footing details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.

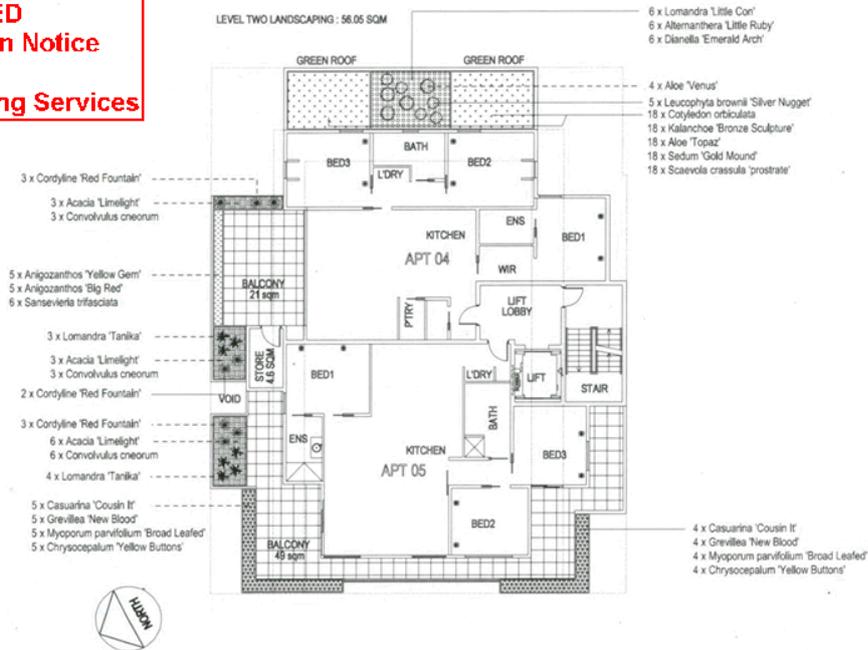
Landscape Plan

CITY OF VINCENT
DA No. 5.2019.113.1

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Coordinator Planning Services



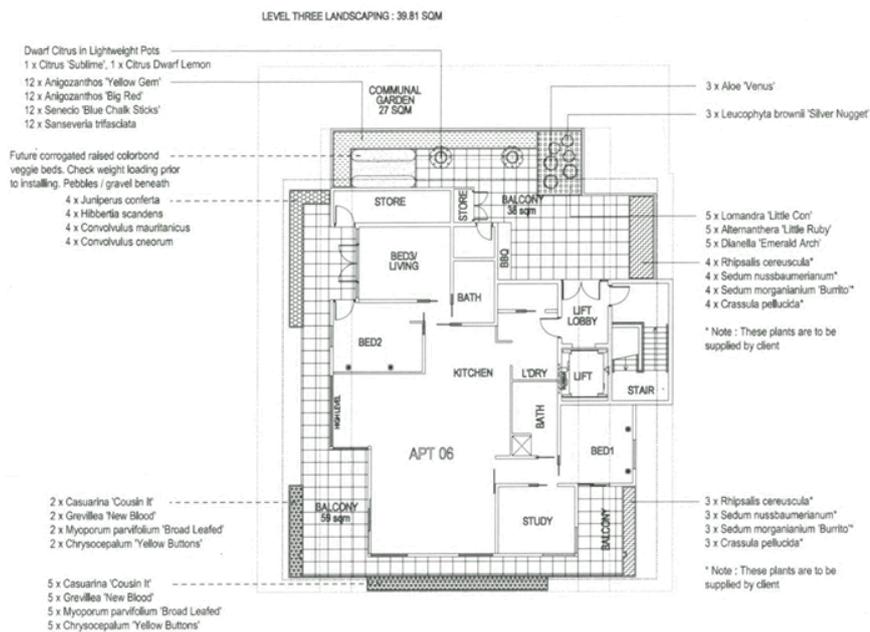
TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND: HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND: HATCH PATTERNS
SURFACES									
				Suitable Outdoor tiles to balcony areas by builder	12	14cm	3 per m2	0.7 x 1.0m	Acacia cognata 'Limelight'
GROUNDCOVERS									
9	13cm	2 per m2	0.1 x 1.0m	Casuarina 'Cousin It'	12	14cm	3 per m2	0.4 x 0.5m	Convolvulus cneorum
9	13cm	2 per m2	0.3 x 1.5m	Grevillea 'New Blood'	6	13cm	4 per m2	0.3 x 0.3m	Lomandra 'Little Con'
9	13cm	2 per m2	0.1 x 2.0m	Myoporum parvifolium 'Broad Leafed'	10	13cm	3 per m2	1.0 x 1.0m	Anigozanthos 'Big Red'
9	13cm	2 per m2	0.6 x 1.0m	Chrysocephalum 'Yellow Buttons'	10	13cm	3 per m2	2.0 x 1.0m	Anigozanthos 'Yellow Gem'
18	13cm	4 per m2	0.4 x 0.4m	Cotyledon orbiculata	7	5lt	as shown	0.7m x 0.7m	Lomandra 'Tanika'
18	13cm	4 per m2	1.0 x 0.8m	Kalanchoe 'Bronze Sculpture'	4	5lt	as shown	0.6m x 0.5m	Aloe 'Venus'
18	13cm	4 per m2	0.3 x 0.3m	Aloe 'Topaz'	5	5lt	as shown	0.5m x 0.5m	Leucophyta brownii 'Silver Nugget'
18	13cm	4 per m2	0.1 x 1.0m	Sedum 'Gold Mound'	8	8lt	as shown	1.0 x 1.0m	Cordyline 'Red Fountain'
18	13cm	4 per m2	0.5 x 2.0m	Scaevola crassula prostrate					
6	13cm	3 per m2	0.3 x 0.9m	Alternanthera 'Little Ruby'					
6	13cm	3 per m2	0.5 x 0.5m	Dianella 'Emerald Arch'					
SHRUBS									
6	13cm	3 per m2	1.0 x 1.0m	Sanseveria trifasciata					

PLANTING SETOUT NOTE:
- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting

REVISED LANDSCAPE AND PLANTING PLAN
 Charles Lee
 Level Two, W. Jones St
 PERTH
 EXTERIOR VISIONS 043 992 4773
 Scale 1:200 @ A3 Date: 13/10/19

Disclaimer: This drawing is conceptual. Consult an engineer to confirm location of pools, retaining and screen walls and their heights, depths and structural requirements. All paving patterns, heights, levels and dimensions given are approximate only. Number of steps will vary dependent on finished site levels. Risers are not to exceed 150mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural footing details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.

Landscape Plan



TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS
SURFACES					SHRUBS				
				Suitable Outdoor tiles to balcony areas by builder	5	13cm	4 per m2	0.3 x 0.3m	Lomandra 'Little Con'
				Pebbles / gravel as mulch eg. Basalt	5	13cm	3 per m2	0.3 x 0.9m	Alternanthera 'Little Ruby'
GROUNDCOVERS									
7	13cm	2 per m2	0.1 x 1.0m	Casuarina 'Cousin It'	5	13cm	3 per m2	0.5 x 0.5m	Dianella 'Emerald Arch'
7	13cm	2 per m2	0.3 x 1.5m	Grevillea 'New Blood'	12	13cm	3 per m2	1.0 x 1.0m	Anigozanthos 'Big Red'
7	13cm	2 per m2	0.1 x 2.0m	Myoporum parvifolium 'Broad Leafed'	12	13cm	3 per m2	2.0 x 1.0m	Anigozanthos 'Yellow Gem'
7	13cm	2 per m2	0.6 x 1.0m	Chrysocephalum 'Yellow Buttons'	12	13cm	3 per m2	1.0 x 1.0m	Sanseveria trifasciata
4	13cm	2 per m2	0.3 x 2.0m	Juniperus conferta	3	5lt	as shown	0.6m x 0.5m	Aloe 'Venus'
4	13cm	2 per m2	0.3 x 2.0m	Hibbertia scandens	3	5lt	as shown	0.5m x 0.5m	Leucophyta brownii 'Silver Nugget'
4	13cm	2 per m2	0.5 x 1.5m	Convolvulus mauritanicus	2	30lt	as shown	2.0 x 2.0m	Dwarf Citrus in lightweight pots (variety as indicated)
4	14cm	2 per m2	0.4 x 0.5m	Convolvulus oneorum 'Silver Bush'	PLANTING SETOUT NOTE :				
7	13cm	4 per m2	0.3 x 0.6m	Rhipsalis cereuscula*	- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting				
7	13cm	4 per m2	0.3 x 0.3m	Sedum nussbaumerianum*					
7	13cm	4 per m2	0.3 x 1.0m	Sedum morganianum 'Burrito'					
7	13cm	4 per m2	0.3 x 0.5m	Crassula pellucida*					
12	13cm	3 per m2	0.6 x 0.9m	Seneccio 'Blue Chalk Sticks'					

* Note : These plants are to be supplied by client

CITY OF VINCENT
DA No. 5.2019.113.1
OMC 23 July 2019
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REVISED LANDSCAPE AND PLANTING PLAN
 Checked on: 04/07/19
 PERM: 19/07/19
 EXTERIOR VISORS: 043 983 4773
 Sub: 120 @ 47 Dec: 13/07/19

Disclaimer: This drawing is conceptual. Consult an engineer for specific details of planting, including pot sizes, depths and structural requirements. All planting patterns, heights, sizes and Spacing given are approximate only. Horizontal of steps will vary dependent on finished site levels. Risers are not to exceed 150mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural loading details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.



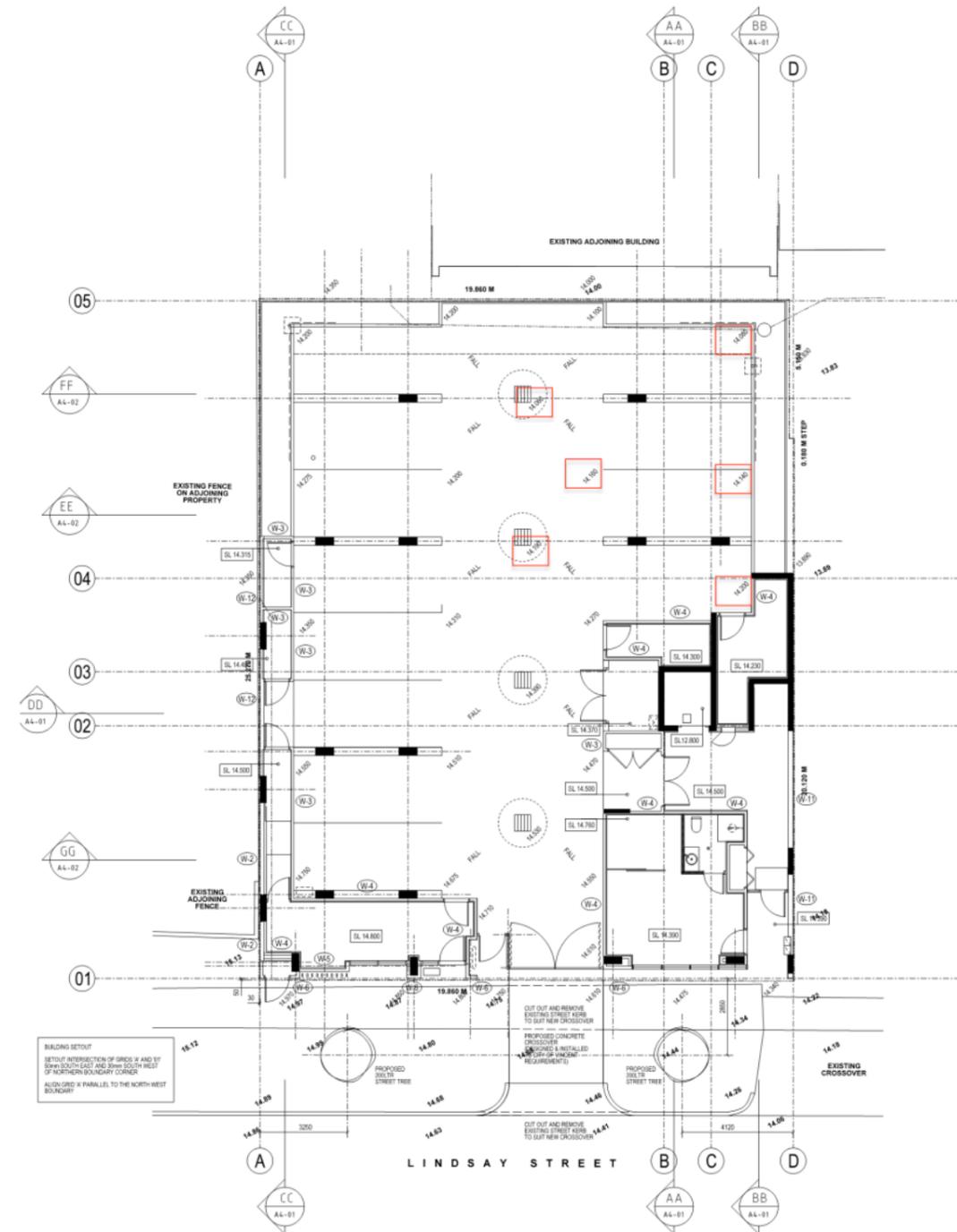
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5 Mar 2020

No.	DATE	REVISION
A	5-11-19	CONSULTANT FINAL ISSUE
B	15-11-19	FINAL CLIENT REVIEW
C	21-11-19	DPES ISSUE
D	20-12-19	BUILDING PERMIT ISSUE
E	10-01-20	FINAL REVIEW



SITE SURVEY PLAN
SCALE 1:100 @ A1:1:200 @ A3



SITE PLAN
SCALE 1:100 @ A1:1:200 @ A3

- NOTES:
- DO NOT SCALE FROM DRAWINGS. WRITTEN DIMENSIONS GOVERN
 - ALL DIMENSIONS SHALL BE VERIFIED ON SITE BEFORE PROCEEDING WITH WORKS. CDG SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES.
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www.campiondesign.com.au andrew@campiondesign.com.au

CLIENT: CHARLOTTE FEHR

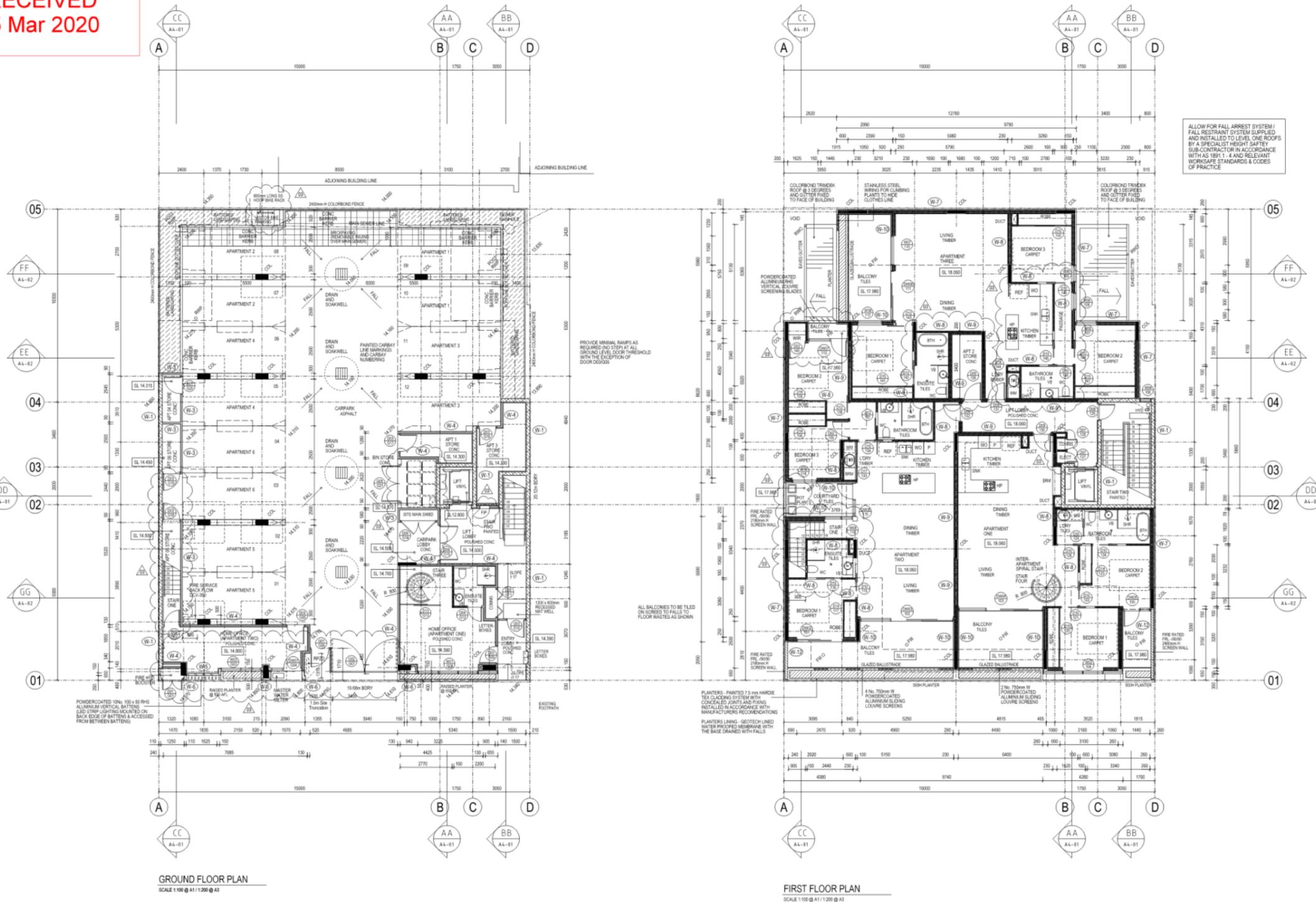
PROJECT: RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA

DRAWING: SITE SURVEY

FILE NAME	DRAWN	CHECKED	DESIGNED	DATE	REV
BLANK	CDG	CDG	CDG	A1-01	E
FILE/ABBREVS	1811	1811	1811	AS SHOWN	



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No.	DATE	REVISION
A	14-10-19	CONSULTANT ISSUE
B	5-11-19	CONSULTANT FINAL ISSUE
C	15-11-19	FINAL CLIENT REVIEW
D	21-11-19	DRES ISSUE
E	03-12-19	PRICING ISSUE
F	19-12-19	ADDED REMOVABLE FILING OVER SEWER LINE
G	20-12-19	BUILDING PERMIT ISSUE
H	10-01-20	FINAL REVIEW
J	22-01-20	UPDATED D/HIGH & G/OSSET SITE, AMENDED APMT 2 STORE TO ROSE AND ADD BACK TO SUIT APPROVED CAR REQUIREMENTS
K	05-02-20	AMENDED DA

WALL TYPE LEGEND

(W-1)	1 x 100mm CONCRETE CORE FILLED CONCRETE BLOCKWORK - LOAD BEARING REFER STRUCTURAL ENGINEERS DRAWINGS TO ACHIEVE FRL 90/90/90
(W-2)	1 x 140mm CONCRETE BLOCKWORK REFER STRUCTURAL ENGINEERS DRAWINGS RIBBED METAL CLIP TOP HAT SECTION WITH KINGSPAN AIR-CELL INSULBREAK 3 - IN - 1 INSULATION 1 x 13mm PLASTERBOARD TO ACHIEVE FRL -50/90
(W-3)	1 x 90mm CONCRETE BLOCKWORK REFER STRUCTURAL ENGINEERS DRAWINGS
(W-4)	1 x 90mm CONCRETE BLOCKWORK REFER STRUCTURAL ENGINEERS DRAWINGS RIBBED METAL CLIP TOP HAT SECTION WITH KINGSPAN AIR-CELL INSULBREAK 3 - IN - 1 INSULATION 1 x 13mm PLASTERBOARD TO ACHIEVE FRL -50/90
(W-5)	1 x 110mm FACE BRICKWORK RIBBED METAL CLIP TOP HAT SECTION WITH KINGSPAN AIR-CELL INSULBREAK 3 - IN - 1 INSULATION 1 x 13mm PLASTERBOARD TO ACHIEVE FRL -50/90
(W-6)	1 x 110mm FACE BRICKWORK RIBBED METAL CLIP TOP HAT SECTION WITH KINGSPAN AIR-CELL INSULBREAK 3 - IN - 1 INSULATION 1 x 13mm PLASTERBOARD TO ACHIEVE FRL -50/90
(W-7)	1 x 80mm THIN SHELL PRECAST CONCRETE (INTERGRATED COLOUR) STEEL STUD FRAMING WITH GLASS FIBRE INSULATION TO ACHIEVE R3.0 & FRL -50/90 1 x 13mm PLASTERBOARD (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-8)	1 x 13mm PLASTERBOARD STEEL STUD FRAMING WITH GLASS FIBRE INSULATION 1 x 13mm PLASTERBOARD (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-9)	2 x 13mm FIRERATED PLASTERBOARD STEEL STUD FRAMING WITH GLASS FIBRE INSULATION 20mm CAVITY 1 x 13mm FIRERATED PLASTERBOARD TO ACHIEVE FRL -50/90 & R4 + C OF 50/48 (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-10)	1 x 50mm HEBEL PANEL STEEL STUD FRAMING WITH GLASS FIBRE INSULATION TO ACHIEVE R3.0 & FRL -50/90 1 x 13mm PLASTERBOARD (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-11)	1 x 150mm CONCRETE BLOCKWORK REFER STRUCTURAL ENGINEERS DRAWINGS TO ACHIEVE FRL -50/90
(W-12)	1 x 140mm CONCRETE BLOCKWORK REFER STRUCTURAL ENGINEERS DRAWINGS TO ACHIEVE FRL -50/90

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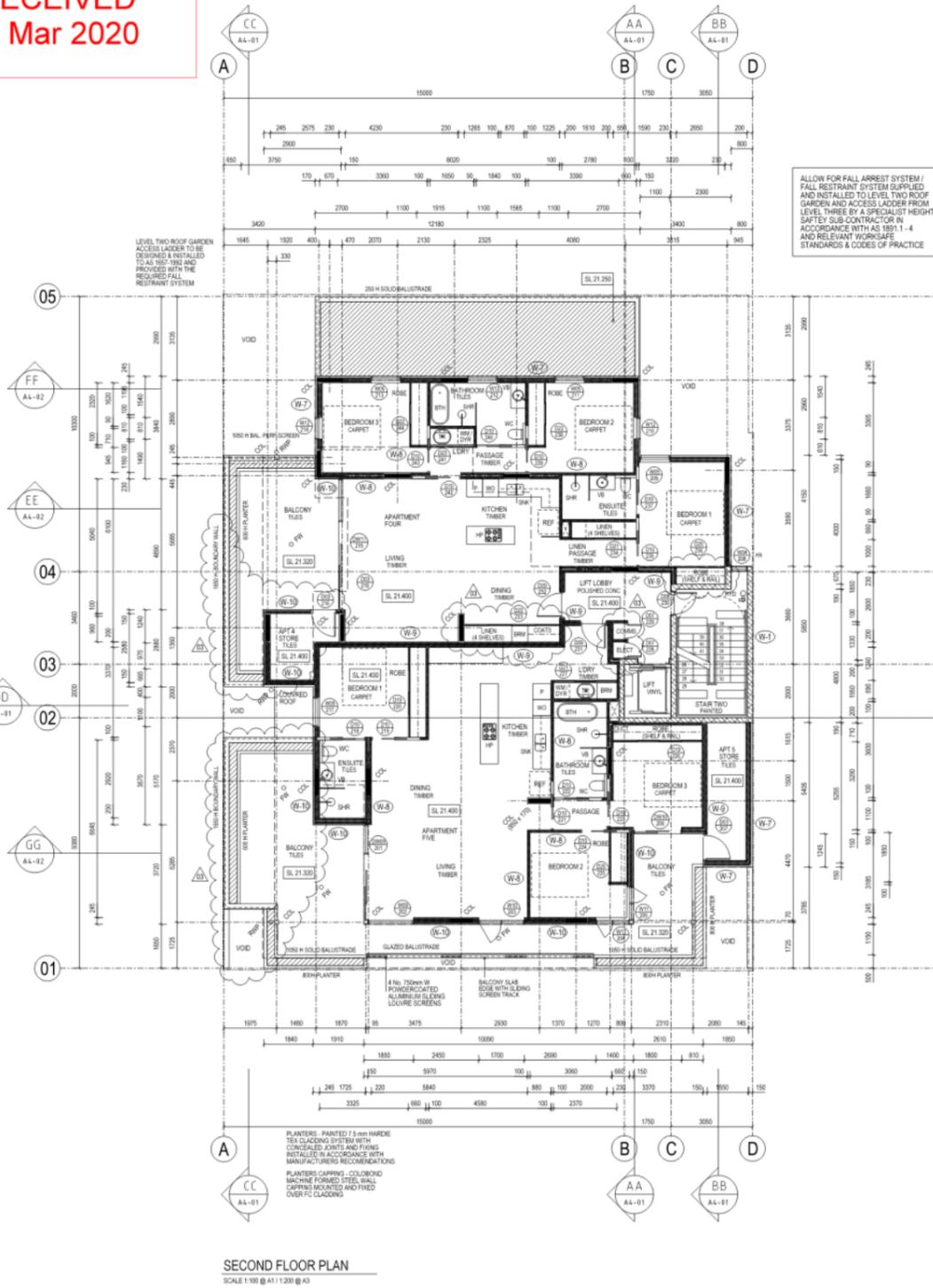
CLIENT
CHARLOTTE FEHR

PROJECT
**RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA**

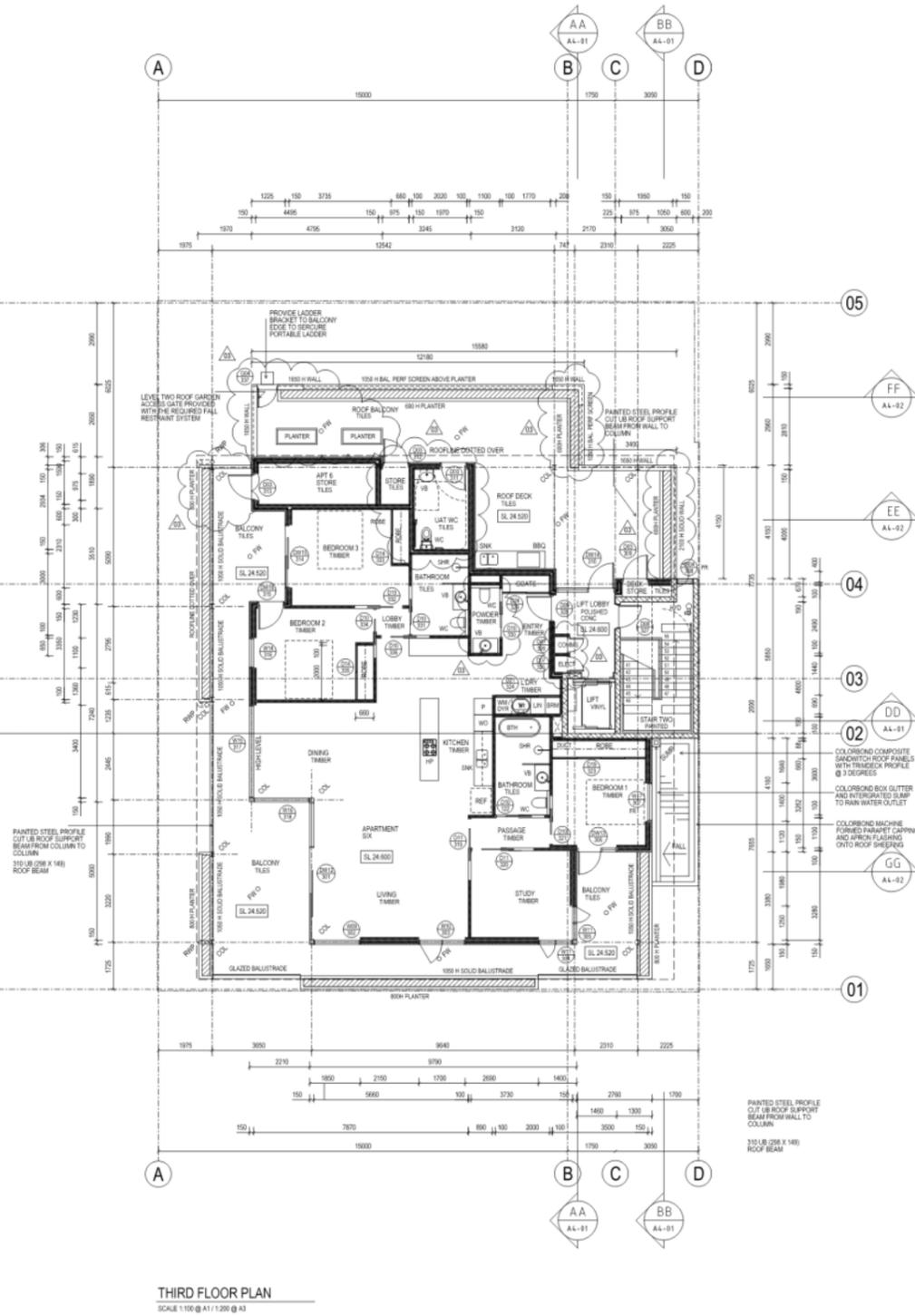
DRAWING
GROUND & FIRST FLOOR PLAN

DATE	BY	CHECKED	DESIGNED	SCALE	REV
18/01/2018	CDG	1811	AS SHOWN	A2-01	K

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SECOND FLOOR PLAN
SCALE 1:100 @ A1/1:200 @ A3



THIRD FLOOR PLAN
SCALE 1:100 @ A1/1:200 @ A3

No.	DATE	REVISION
A	14-10-19	CONSULTANT ISSUE
B	5-11-19	CONSULTANT FINAL ISSUE
C	15-11-19	FINAL CLIENT REVIEW
D	21-11-19	DRES ISSUE
E	03-12-19	PRICING ISSUE
F	20-12-19	BUILDING PERMIT ISSUE
G	10-01-20	FINAL REVIEW
H	21-01-20	UPDATED PLANTERS TO ALIGN WITH APPROVED DA REQUIREMENTS
J	05-02-20	ISSUED FOR AMENDED DA AS DA-04 rev 03

WALL TYPE LEGEND

(W-1)	150mm REINFORCED CONCRETE WALLS (REFER STRUCTURAL ENGINEERS DRAWINGS) TO ACHIEVE FRL 90/90/90
(W-2)	1 x 140mm CONCRETE BLOCKWORK (REFER STRUCTURAL ENGINEERS DRAWINGS) RIBBON DETAIL CLIP TOP HAT SECTION WITH KINGSPAN AIR-CELL INSULATION 3-IN-1 INSULATION 1 x 13mm PLASTERBOARD TO ACHIEVE FRL-90/90
(W-3)	1 x 90mm CONCRETE BLOCKWORK (REFER STRUCTURAL ENGINEERS DRAWINGS) RIBBON DETAIL CLIP TOP HAT SECTIONS WITH KINGSPAN AIR-CELL INSULATION 3-IN-1 INSULATION 1 x 13mm PLASTERBOARD
(W-4)	1 x 90mm CONCRETE BLOCKWORK (REFER STRUCTURAL ENGINEERS DRAWINGS) RIBBON DETAIL CLIP TOP HAT SECTIONS WITH KINGSPAN AIR-CELL INSULATION 3-IN-1 INSULATION 1 x 13mm PLASTERBOARD
(W-5)	1 x 110mm FACE BRICKWORK RIBBON DETAIL CLIP TOP HAT SECTIONS WITH KINGSPAN AIR-CELL INSULATION 3-IN-1 INSULATION 1 x 13mm PLASTERBOARD
(W-6)	1 x 110mm FACE BRICKWORK RIBBON DETAIL CLIP TOP HAT SECTIONS WITH KINGSPAN AIR-CELL INSULATION 3-IN-1 INSULATION 1 x 13mm PLASTERBOARD
(W-7)	1 x 80mm THIN SHELL PRECAST CONCRETE (INTERGATED COLOUR) STEEL STUD FRAMING WITH GLASS FIBRE INSULATION TO ACHIEVE FRL 90/90 & FRL 90/90 1 x 13mm PLASTERBOARD (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-8)	1 x 13mm PLASTERBOARD STEEL STUD FRAMING WITH GLASS FIBRE INSULATION 20mm CAVITY 1 x 13mm FIBERGLASS PLASTERBOARD TO ACHIEVE FRL 90/90 & FRL 90/90 (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-9)	2 x 13mm FIBERGLASS PLASTERBOARD STEEL STUD FRAMING WITH GLASS FIBRE INSULATION 20mm CAVITY 1 x 13mm FIBERGLASS PLASTERBOARD TO ACHIEVE FRL 90/90 & FRL 90/90 (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-10)	1 x 50mm HEBEL PANEL STEEL STUD FRAMING WITH GLASS FIBRE INSULATION TO ACHIEVE FRL 90/90 & FRL 90/90 1 x 13mm PLASTERBOARD (FULL WALL CONSTRUCTION TO BE SUPPLIED AND INSTALLED BY LTCM PROPRIETARY STEEL FRAMING SYSTEMS - REFER LTCM DRAWINGS)
(W-11)	150mm CONCRETE BLOCKWORK (REFER STRUCTURAL ENGINEERS DRAWINGS) TO ACHIEVE FRL-90/90
(W-12)	140mm CONCRETE BLOCKWORK (REFER STRUCTURAL ENGINEERS DRAWINGS) TO ACHIEVE FRL-90/90

- NOTES:**
- DO NOT SCALE FROM DRAWINGS. WRITTEN DIMENSIONS GOVERN
 - ALL DIMENSIONS SHALL BE VERIFIED ON SITE BEFORE PROCEEDING WITH WORKS CDG SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES.
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WESTERN AUSTRALIA 6008 fax: + 618 9489 7060
www.campiondesign.com.au andrew@campiondesign.com.au

CLIENT
CHARLOTTE FEHR

PROJECT
**RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA**

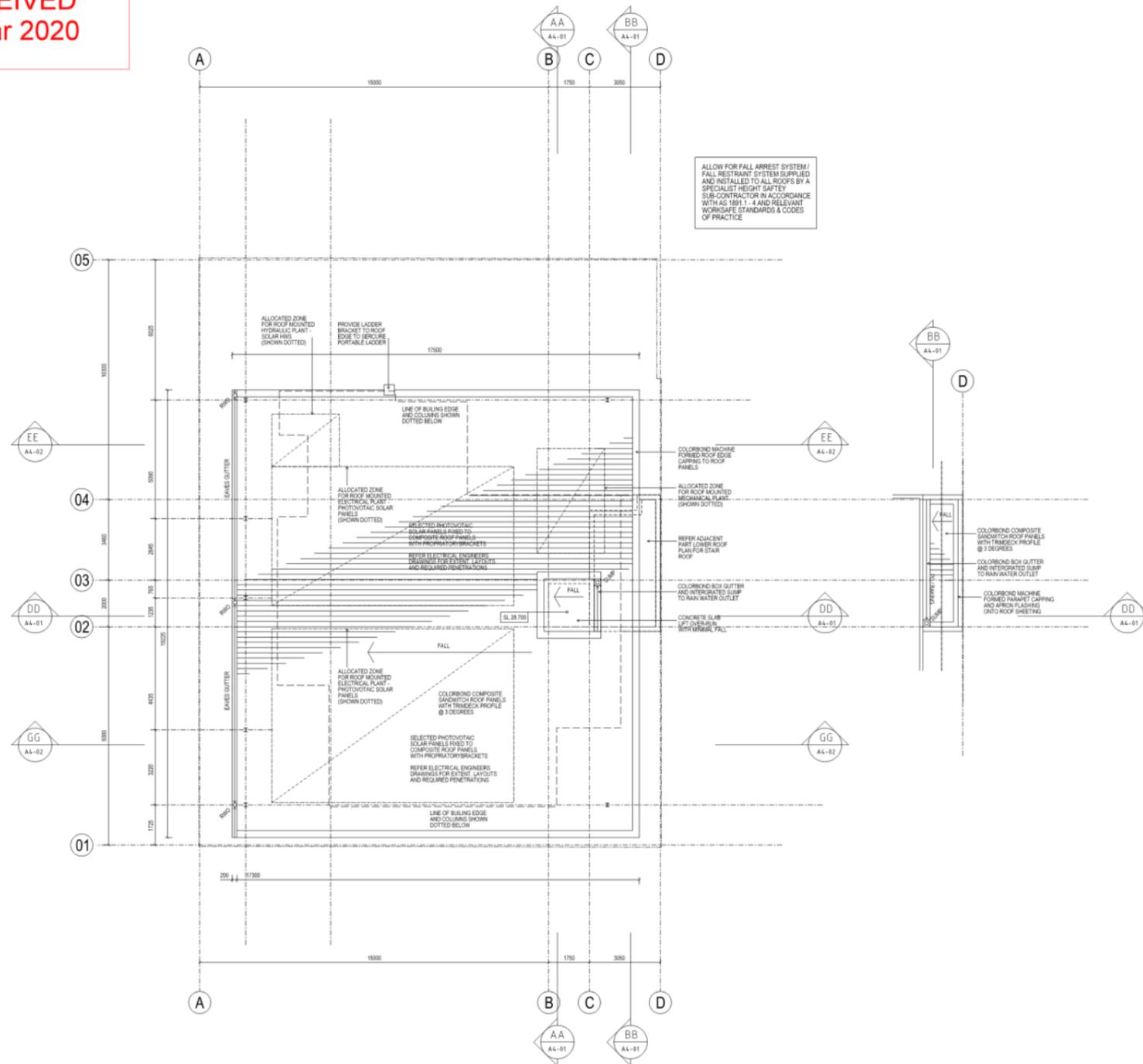
DRAWING
SECOND & THIRD LEVEL FLOOR PLAN

DATE	BY	CHECKED	DESIGNED	SCALE	REV
18 AUG 2018	ANDREW	ANDREW	ANDREW	AS SHOWN	A2-02
05 FEB 2020	ANDREW	ANDREW	ANDREW	AS SHOWN	J



CITY OF VINCENT
RECEIVED
5 Mar 2020

No.	DATE	REVISION
A	14-10-19	CONSULTANT ISSUE
B	15-11-19	CONSULTANT FINAL REVIEW
C	15-11-19	FINAL CLIENT REVIEW
D	21-11-19	DRES ISSUE
E	03-12-19	PRICING ISSUE
F	20-12-19	BUILDING PERMIT ISSUE



ROOF PLAN
SCALE 1:100 @ A1 1:200 @ A3

NOTES:
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www.campiondesign.com.au andrew@campiondesign.com.au

CLIENT CHARLOTTE FEHR

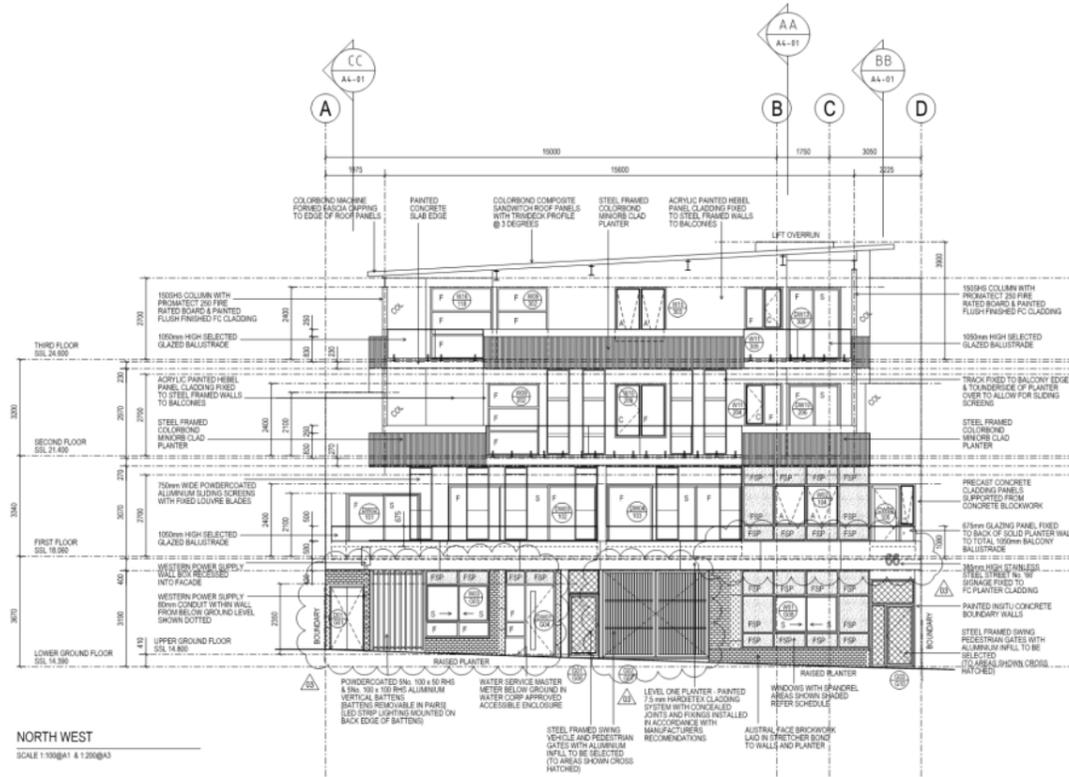
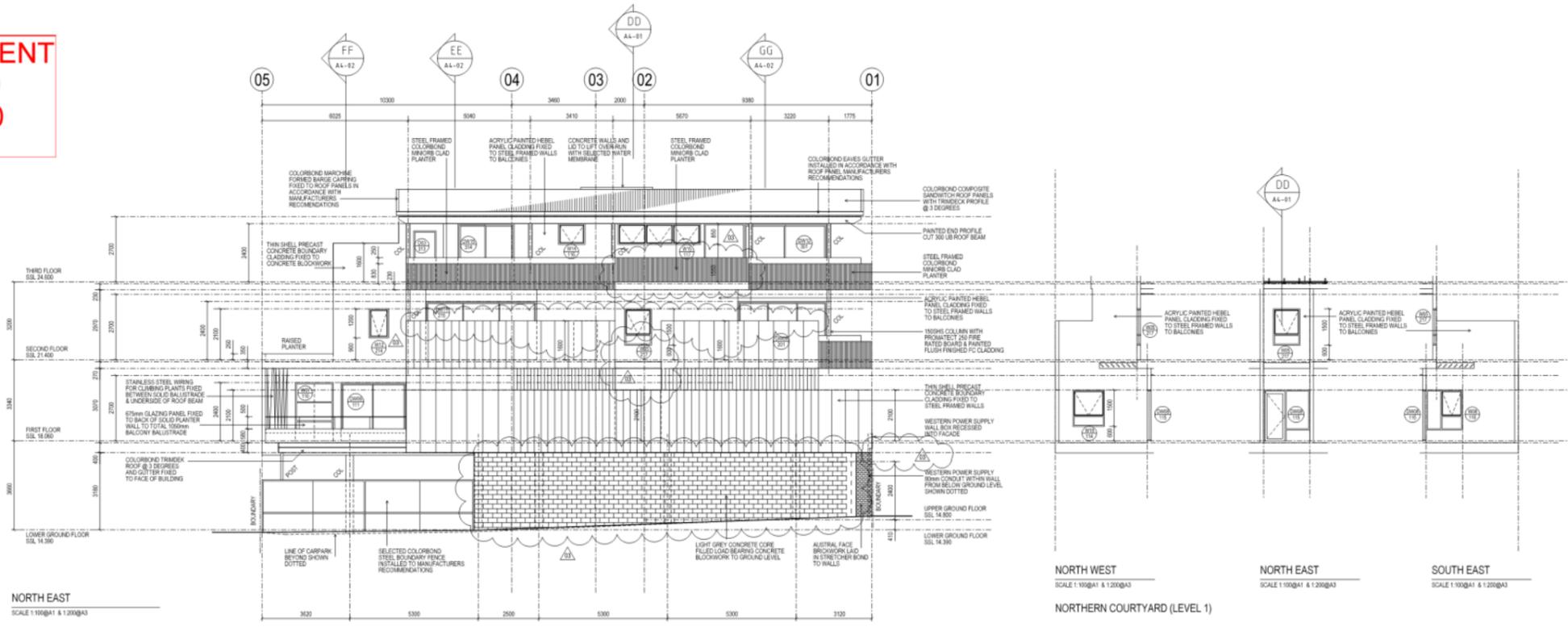
PROJECT RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA

DRAWING ROOF PLAN

DATE	BY	CHECKED	DESIGNED	SCALE	REV
14/10/19	CDG	CDG	CDG	A2-03	F

CITY OF VINCENT
RECEIVED
5 Mar 2020

No.	DATE	REVISION
A	14-10-19	CONSULTANT ISSUE
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C	15-11-19	FINAL CLIENT REVIEW
D	21-11-19	DRES ISSUE
E	03-12-19	PRICING ISSUE
F	20-12-19	BUILDING PERMIT ISSUE
G	10-01-20	FINAL REVIEW
H	09-02-20	ISSUED FOR AMENDED DA AS DA-06 (rev 03)



NOTES:

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CLIENT: CHARLOTTE FEHR

PROJECT: RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA

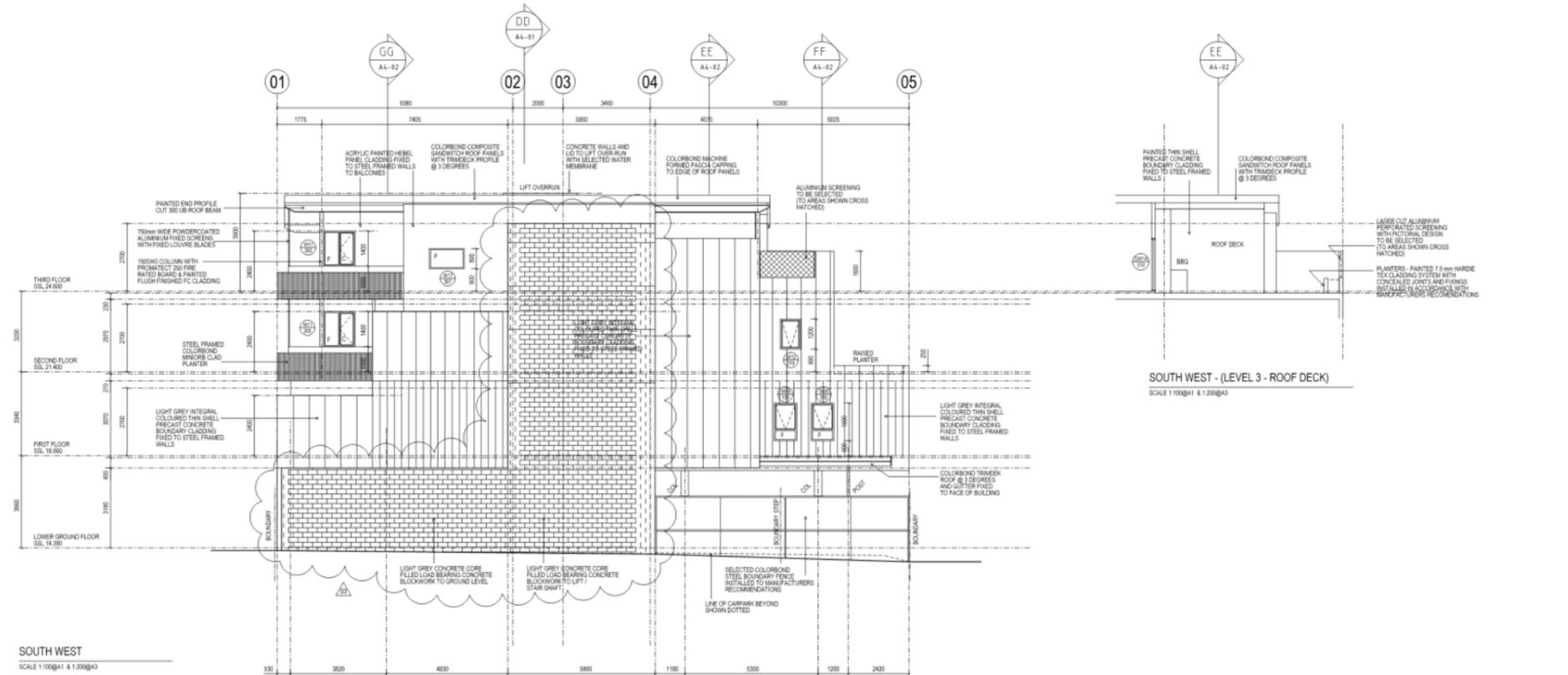
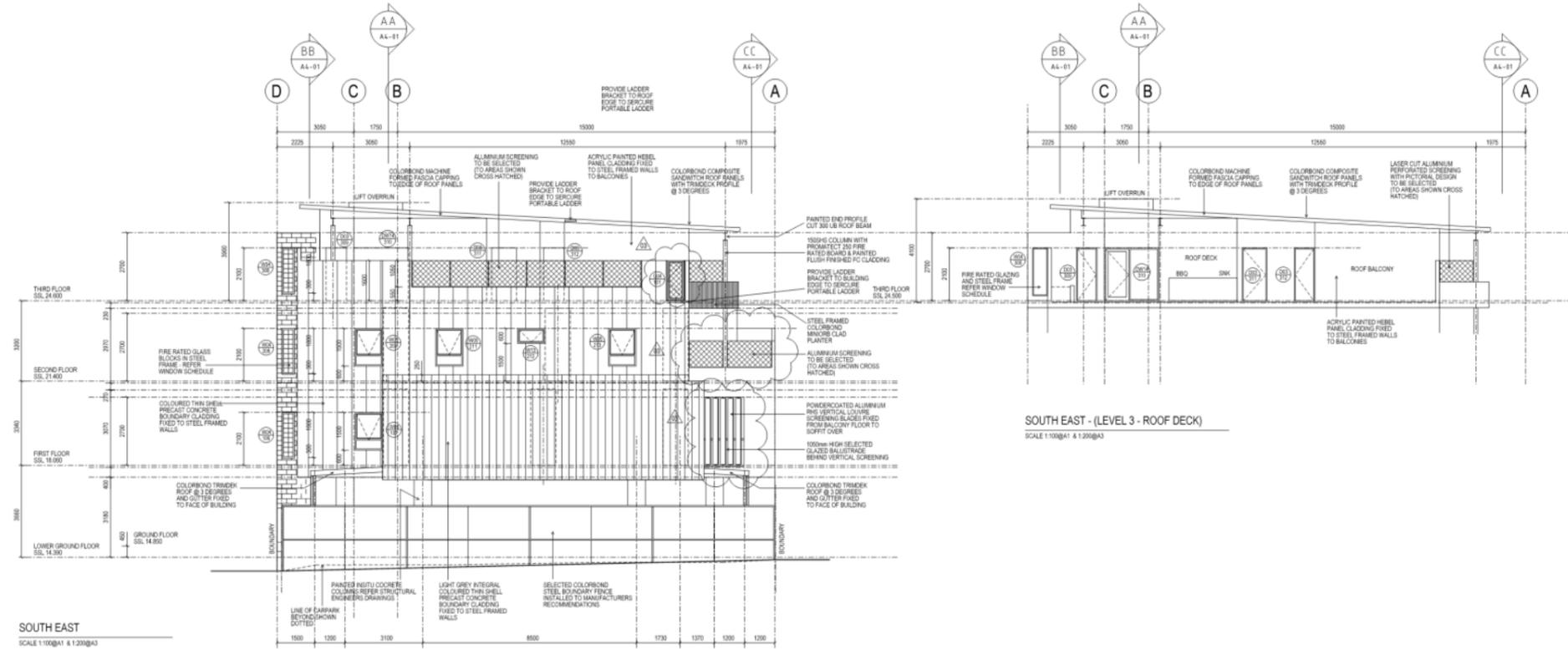
DRAWING: ELEVATIONS

REV	DATE	BY	CHKD	CDG	SCALE	REVISION
01	1811	AS SHOWN				

PROJECT: A3-01 H

CITY OF VINCENT
RECEIVED
5 Mar 2020

No.	DATE	REVISION
A	14-10-19	CONSULTANT ISSUE
B	5-11-19	CONSULTANT FINAL ISSUE
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D	21-11-19	DRES ISSUE
E	03-12-19	PRICING ISSUE
F	20-12-19	BUILDING PERMIT ISSUE
G	10-01-20	FINAL REVIEW
H	09-02-20	ISSUED FOR AMENDED DA AS DA-07 rev 03



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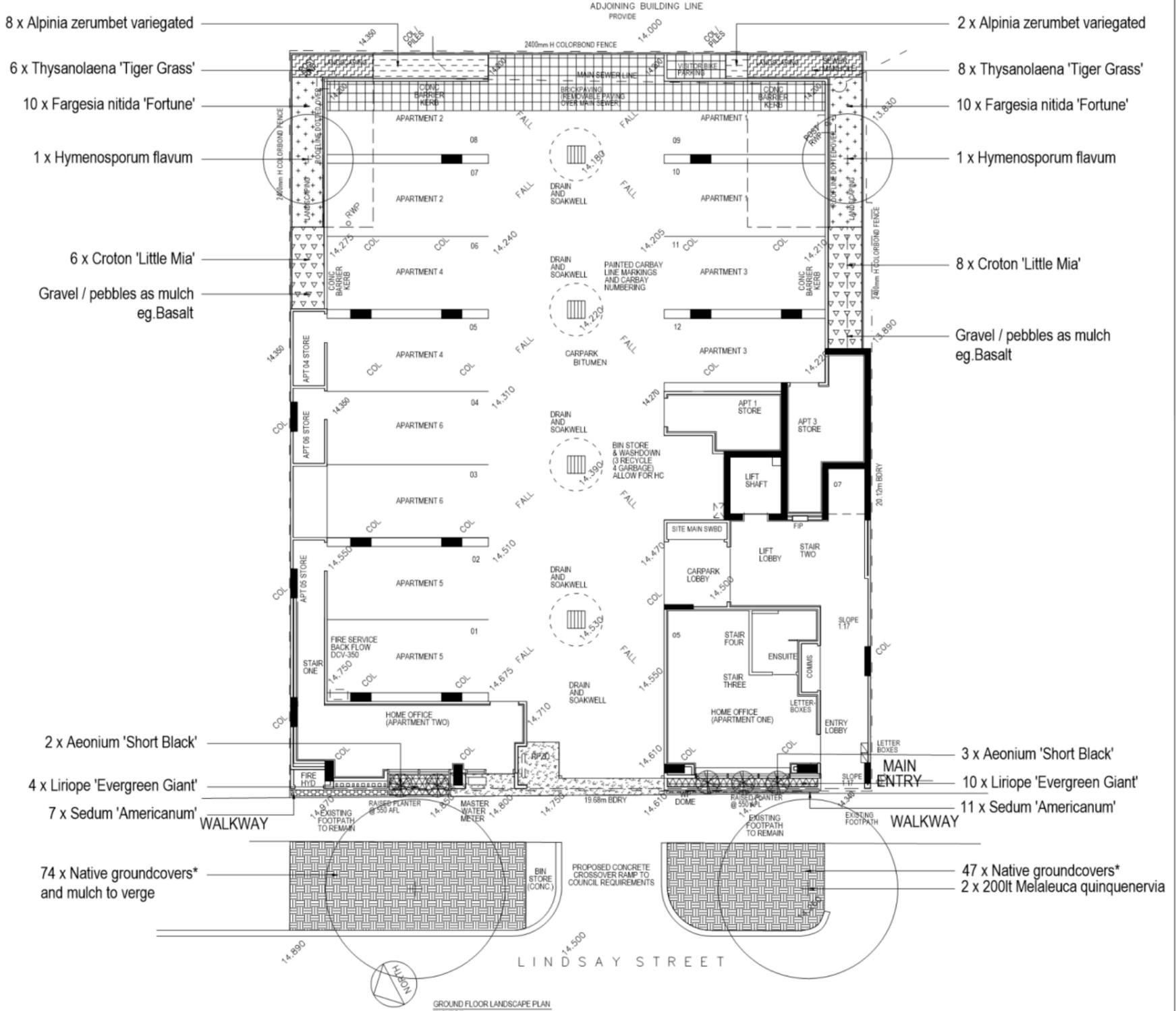
CLIENT: CHARLOTTE FEHR

PROJECT: RESIDENTIAL DEVELOPMENT
MULTIPLE DWELLINGS AND HOME OFFICE
66 LINDSAY STREET, PERTH, WA

DRAWING: ELEVATIONS

DATE	BY	CHECKED	DESIGNED	SCALE	REV
15/11/19	CDG	CDG	CDG	A3-02	H
15/11/19	CDG	CDG	CDG	AS SHOWN	

CITY OF VINCENT
RECEIVED
5 Mar 2020



TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND: HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND: HATCH PATTERNS
SURFACES					SHRUBS				
-	-	-	-	Pebbles / gravel as mulch eg Basalt	14	5lt	2 per m2	2.5 x 1.0m	Thysanolaena 'Tiger Grass'
-	-	-	-	Poured Concrete to match existing footpath	20	12lt	2 per m2	4.0 x 1.0m	Fargesia nitida 'Fortune'
GROUNDCOVERS					10	17cm	2 per m2	3.0 x 1.5m	Alpina zerumbet variegated
14	13cm	2 per m2	0.5 x 0.6m	Liriope 'Evergreen Giant'	14	17cm	2 per m2	2.0 x 2.0m	Croton 'Little Mia'
18	13cm	2 per m2	0.2 x 0.2m	Sedum 'Americanum'	5	5lt	as shown	0.5 x 0.6m	Aeonium 'Short Black'
121	tubestock	3 per m2	0.6 x 1.0m	Mixed Native Groundcovers*	2	200lt	as shown	7m x 4m	Melaleuca quinquenervia
PLANTING NOTES:					2	30lt	as shown	10m x 6m	Hymenosporum flavum
- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting									
- Mixed Native Groundcovers* are to be sourced from council plant sale and endemic to WA. To be hand watered only when being established (no reticulation to verge area)									

REVISED LANDSCAPE AND PLANTING PLAN

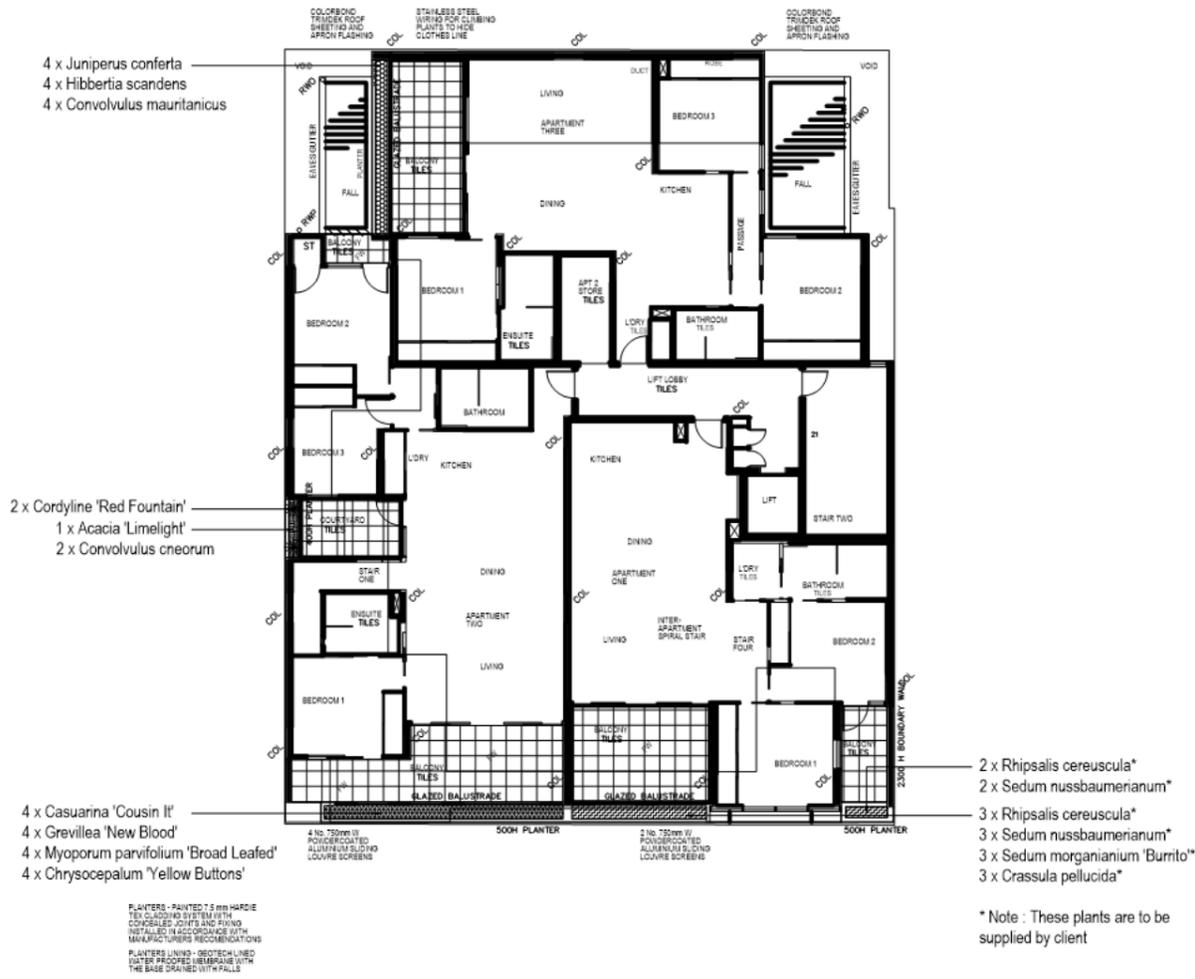
Claire Lyle
Senior Landscaper
PERTH
EXTERIOR VISIONS (08) 953 4773

Scale 1:10 @ A2 Date 20/12/19

Disclaimer: This drawing is conceptual. Consult an engineer to confirm location of pools, retaining and screen walls and their heights, depths and structural requirements. All paving patterns, heights, levels and dimensions given are approximate only. Number of steps will vary dependant on finished site levels. Risers are not to exceed 150mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural footing details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.

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ALLOW FOR FALL ARREST SYSTEM /
FALL PROTECTION SYSTEMS IN ALL
WORK AREAS. ALL WORK AREAS TO BE
SECURED BY THE CONTRACTOR IN ACCORDANCE
WITH THE STANDARDS & CODES
OF PRACTICE



FIRST FLOOR PLAN
SCALE 1:200 @ A3



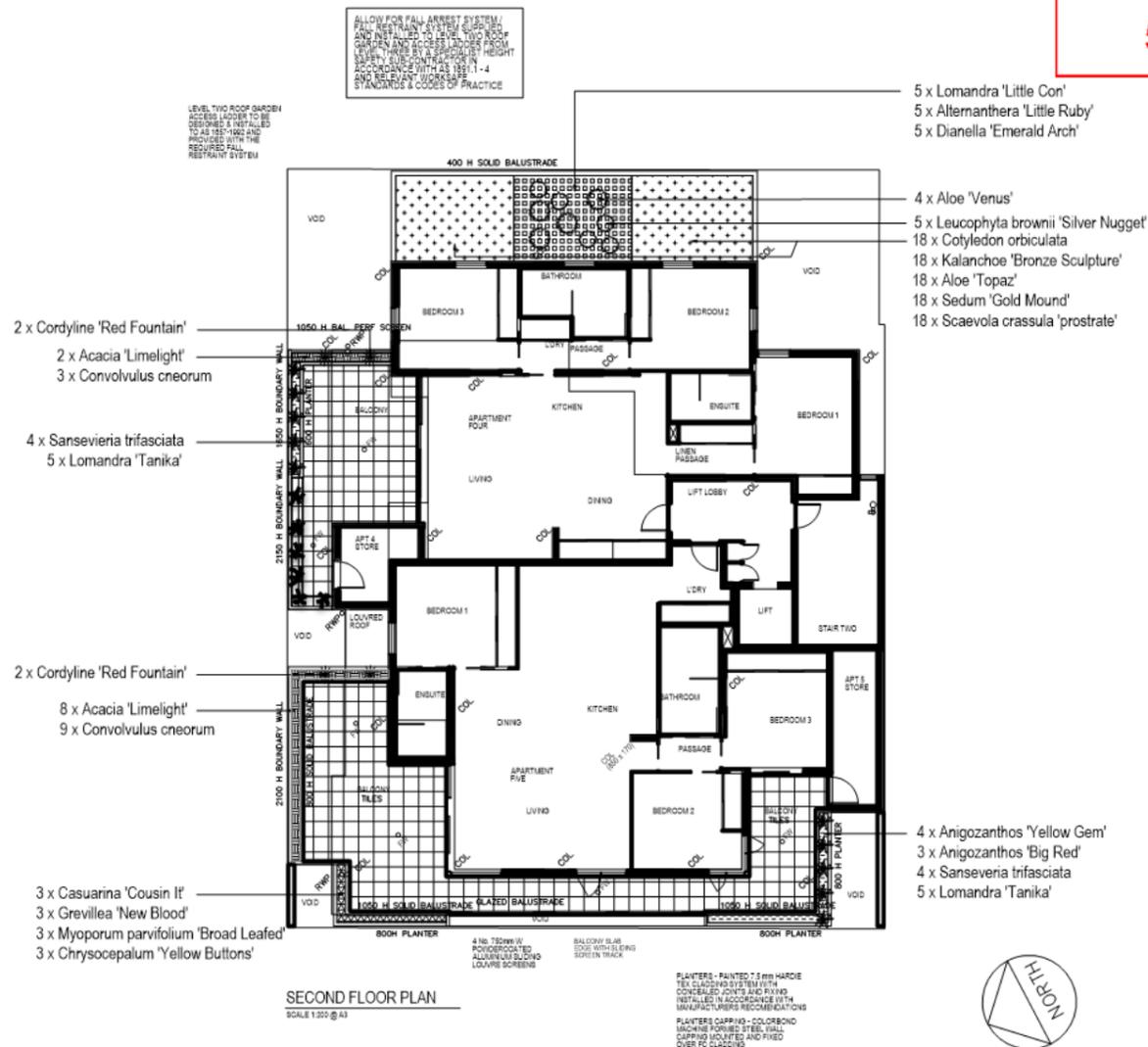
TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS
SURFACES					SHRUBS				
-	-	-	-	Suitable Outdoor tiles to balcony areas by builder	1	14cm	3 per m2	0.7 x 1.0m	Acacia cognata 'LimeLight'
GROUNDCOVERS									
4	13cm	2 per m2	0.1 x 1.0m	Casuarina 'Cousin It'	2	14cm	3 per m2	0.4 x 0.5m	Convolvulus cneorum 'Silver Bush'
4	13cm	2 per m2	0.3 x 1.5m	Grevillea 'New Blood'	2	8lt	as shown	1.0 x 1.0m	Cordyline 'Red Fountain'
4	13cm	2 per m2	0.1 x 2.0m	Myoporum parvifolium 'Broad Leafed'	5	13cm	2 per m2	0.3 x 0.6m	Rhipsalis cereuscula*
4	13cm	2 per m2	0.6 x 1.0m	Chrysocephalum 'Yellow Buttons'	5	13cm	2 per m2	0.3 x 0.3m	Sedum nussbaumerianum*
4	13cm	2 per m2	0.3 x 2.0m	Juniperus conferta	3	13cm	2 per m2	0.3 x 1.0m	Sedum morganianum 'Burrito'*
4	13cm	2 per m2	0.3 x 2.0m	Hibbertia scandens	3	13cm	2 per m2	0.3 x 0.5m	Crassula pellucida*
4	13cm	2 per m2	0.5 x 1.5m	Convolvulus mauritanicus					

PLANTING SETOUT NOTE :
- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting

REVISED LANDSCAPE AND PLANTING PLAN
Charlotte Lehr
Level One, 66 Lindsay St
PERTH
EXTERIOR VISIONS 043 993 4773
Scale 1:200 @ A3 Date 12 / 12 / 19

Disclaimer : This drawing is conceptual. Consult an engineer to confirm location of pools, retaining and screen walls and their heights , depths and structural requirements. All paving patterns, heights, levels and dimensions given are approximate only. Number of steps will vary dependant on finished site levels. Risers are not to exceed 190mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural footing details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.

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5 Mar 2020



TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS	TOTAL	POT SIZE	DENSITY	GROWTH (H x W)	LEGEND : HATCH PATTERNS
SURFACES									
-	-	-	-	Suitable Outdoor tiles to balcony areas by builder	10	14cm	3 per m2	0.7 x 1.0m	Acacia cognata 'Limelight'
GROUNDCOVERS									
3	13cm	2 per m2	0.1 x 1.0m	Casuarina 'Cousin It'	12	14cm	3 per m2	0.4 x 0.5m	Convolvulus cneorum
3	13cm	2 per m2	0.3 x 1.5m	Grevillea 'New Blood'	5	13cm	4 per m2	0.3 x 0.3m	Lomandra 'Little Con'
3	13cm	2 per m2	0.1 x 2.0m	Myoporum parvifolium 'Broad Leafed'	3	13cm	3 per m2	1.0 x 1.0m	Anigozanthos 'Big Red'
3	13cm	2 per m2	0.6 x 1.0m	Chrysocephalum 'Yellow Buttons'	4	13cm	3 per m2	2.0 x 1.0m	Anigozanthos 'Yellow Gem'
18	13cm	4 per m2	0.4 x 0.4m	Cotyledon orbiculata	10	5lt	as shown	0.7m x 0.7m	Lomandra 'Tanika'
18	13cm	4 per m2	1.0 x 0.8m	Kalanchoe 'Bronze Sculpture'	4	5lt	as shown	0.6m x 0.5m	Aloe 'Venus'
18	13cm	4 per m2	0.3 x 0.3m	Aloe 'Topaz'	5	5lt	as shown	0.5m x 0.5m	Leucophyta brownii 'Silver Nugget'
18	13cm	4 per m2	0.1 x 1.0m	Sedum 'Gold Mound'	4	8lt	as shown	1.0 x 1.0m	Cordylina 'Red Fountain'
18	13cm	4 per m2	0.5 x 2.0m	Scaevola crassula prostrate					
5	13cm	3 per m2	0.3 x 0.9m	Alternanthera 'Little Ruby'					
5	13cm	3 per m2	0.5 x 0.5m	Dianella 'Emerald Arch'					
SHRUBS									
8	13cm	3 per m2	1.0 x 1.0m	Sansevieria trifasciata					

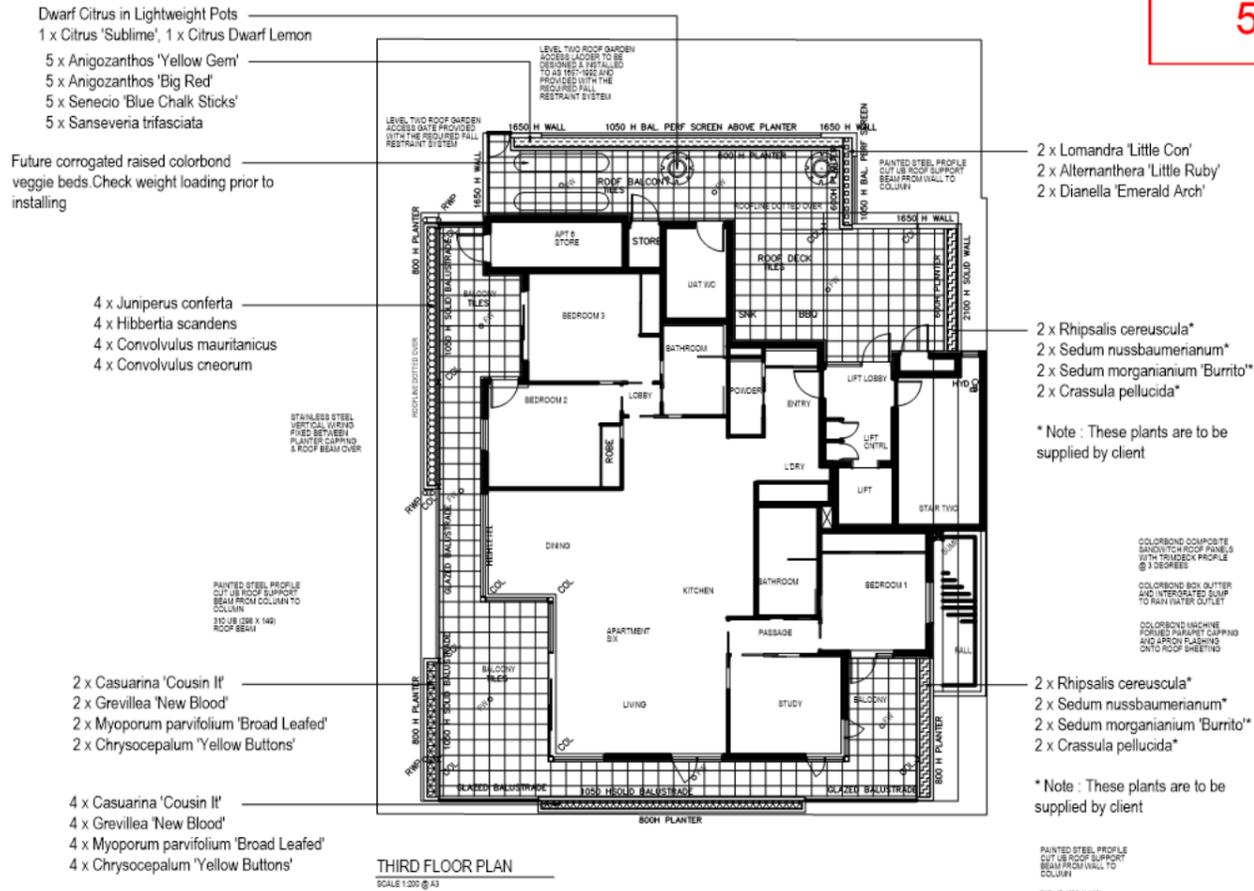
PLANTING SETOUT NOTE :

- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting

REVISED LANDSCAPE AND PLANTING PLAN
Charlotte Lehr
Level Two, 65 Lindsay St
PERTH
EXTERIOR VISIONS 043 993 4773
Scale 1:200 @ A3 Date 12/12/19
Claire Maloney b.larch

Disclaimer : This drawing is conceptual. Consult an engineer to confirm location of pools, retaining and screen walls and their heights , depths and structural requirements. All paving patterns, heights, levels and dimensions given are approximate only. Number of steps will vary dependant on finished site levels. Risers are not to exceed 190mm in depth. Check with your local council for location of underground services prior to commencement of works. Areas that meet a building must be 70mm below finished floor level. Paved areas must slope away from buildings. All works are to be measured on site prior to construction and scale given is approximate only. Walls 500mm and higher require council approval and structural footing details. New structures require council approval. Weight of planter boxes located on concrete slabs / rooftops need to be approved by an engineer.

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SURFACES					SHRUBS				
-	-	-	-		2	13cm	2 per m2	0.3 x 0.3m	
GROUNDCOVERS					2	13cm	2 per m2	0.3 x 0.9m	
6	13cm	2 per m2	0.1 x 1.0m		2	13cm	2 per m2	0.5 x 0.5m	
6	13cm	2 per m2	0.3 x 1.5m		5	13cm	2 per m2	1.0 x 1.0m	
6	13cm	2 per m2	0.1 x 2.0m		5	13cm	2 per m2	2.0 x 1.0m	
6	13cm	2 per m2	0.6 x 1.0m		5	13cm	2 per m2	1.0 x 1.0m	
4	13cm	2 per m2	0.3 x 2.0m		2	30lt	as shown	2.0 x 2.0m	
4	13cm	2 per m2	0.3 x 2.0m						
4	13cm	2 per m2	0.5 x 1.5m						
4	14cm	2 per m2	0.4 x 0.5m						
4	13cm	2 per m2	0.3 x 0.6m						
4	13cm	2 per m2	0.3 x 0.3m						
4	13cm	2 per m2	0.3 x 1.0m						
4	13cm	2 per m2	0.3 x 0.5m						
5	13cm	2 per m2	0.6 x 0.9m						

* Note : These plants are to be supplied by client

PLANTING SETOUT NOTE :
- In areas where multiple plant varieties are indicated they are to be set out throughout the bed in a mixed asymmetrical arrangement to the client's satisfaction prior to planting



REVISED LANDSCAPE AND PLANTING PLAN
Charlotte Lane
Level 3, 66 Lindsay St
PERTH
EXTERIOR VISIONS 043 993 4773

Scale 1:200 @ A3 Date 12/12/19

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9.3 NO. 382 (LOT: 4; S/P: 11770) NEWCASTLE STREET, WEST PERTH - CHANGE OF USE TO UNLISTED USE (SHORT TERM DWELLING) AND MULTIPLE DWELLING

Ward: South

- Attachments:
1. Consultation and Location Map [↓](#) 
 2. Development Plans [↓](#) 
 3. Management Plan and Code of Conduct [↓](#) 
 4. Applicant Additional Information [↓](#) 
 5. Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the Change of Use to Unlisted Use (Short Term Dwelling) and Multiple Dwelling at No. 382 (Lot: 4; S/P: 11770) Newcastle Street, West Perth, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

1. Use of Premises

1.1 This approval relates to a Change of Use to Unlisted Use (Short Term Dwelling) and Multiple Dwelling as shown on the plan dated 3 January 2020. It does not relate to any other development on the site;

1.2 The Short Term Dwelling shall only be used in accordance with its definition in the City's Policy No. 7.4.5 – Temporary Accommodation as follows:

“means the provision of temporary accommodation, lodging or boarding within a residential dwelling for a maximum of six (6) persons, inclusive of the keeper if they reside at the dwelling, for a continuous period of less than six (6) months within any twelve month period.”;

1.3 The Short Term Dwelling shall only operate within the marked area identified as 'Short Term Dwelling Area' as shown on the approved plan;

2. Operation of Use

2.1 The Short Term Dwelling shall operate in accordance with the Management Plan dated 3 January 2020, or any revised Management Plan approved by the City, to the satisfaction of the City. The Management Plan shall be reviewed every 12 months, with any changes identified during this review by the owner/operator or by the City, being incorporated into an updated Management Plan approved by the City as part of the review;

2.2 The Code of Conduct and The Manual (guest information) contained in the approved Management Plan shall be provided to guests of the Short Term Dwelling at the time of check-in and displayed in a prominent location within the entrance area to the dwelling, to the satisfaction of the City;

2.3 The maximum number of guests accommodated within the Short Term Dwelling shall be no more than two (2) persons; and

2.4 The minimum length of stay for guest(s) shall be two nights; and

3. Building Design

3.1 Doors and windows and adjacent areas fronting Newcastle Street on the ground floor shall maintain an active and interactive relationship to the street to the satisfaction of the City; and

- 3.2 Ground floor glazing and/or tinting shall be a minimum of 70 percent visually permeable to provide unobstructed visibility. Darkened, obscured, mirrored or tinted glass or other similar materials as considered by the City is prohibited.**

PURPOSE OF REPORT:

To consider an application for development approval for a change of use to Unlisted Use (Short Term Dwelling) and Multiple Dwelling at No. 382 Newcastle Street, West Perth (subject premises).

PROPOSAL:

The application proposes a change of use for a portion of a premises to Unlisted Use (Short Term Dwelling) and Multiple Dwelling. Details of the application include:

- Utilising a portion of the ground floor (kitchen) and the entire upper floor (bathroom and open plan living) for short term dwelling. This same area is intended to also be available for the owners to use as a multiple dwelling when there no guests staying. The remainder of the premises located to the front of the ground floor does not form part of the application and would be used on occasion as a creative space for the owners' personal use, such as for writing;
- A maximum of two guests are permitted to stay in the short term dwelling at any one time for a minimum two night stay and a maximum of one month. Additional visitors are permitted to attend the short term dwelling, this would be limited to two people in order to ensure that no more than four people are present at any one time within the premises;
- One on site parking bay is available for use by guests. The car parking bay is allocated to the premises and is located to the rear of the site, accessible from Fitzgerald Street; and
- No changes are proposed to the physical appearance of the building.

The proposed development plans are included as **Attachment 2**. The applicant has also provided a Management Plan and a Code of Conduct in accordance with the City's Policy No. 7.4.5 – Temporary Accommodation (Temporary Accommodation Policy). These are included as **Attachment 3**. Information from the applicant regarding the shopfront portion of the premises on the ground floor is included as **Attachment 4**.

BACKGROUND:

Landowner:	Amy Garuccio and Luke Stewart
Applicant:	Amy Garuccio and Luke Stewart
Date of Application:	3 January 2020
Zoning:	MRS: Urban LPS2: Commercial R Code: Not applicable
Built Form Area:	Activity Corridor
Existing Land Use:	Multiple Dwelling
Proposed Use Class:	Unlisted Use (Short Term Dwelling)
Lot Area:	542m ² (total site) 102m ² (subject premises – strata lot area)
Right of Way (ROW):	Not applicable
Heritage List:	Yes – Category A Municipal Inventory (Purtell Building)

The subject premises together with adjoining premises at Nos. 380, 384 – 388 Newcastle Street, West Perth are located within "the Purtell Building" which has associated common property area to the rear which provides for vehicular access and a total of six car parking bays (subject site).

The subject site is zoned Commercial under the City's Local Planning Scheme No. 2 (LPS2) and is located within the Activity Corridor Built Form Area under the City's Policy No. 7.1.1 – Built Form.

The subject site is bound by Fitzgerald Street to the east and Newcastle Street to the south. A range of commercial tenancies exist across Newcastle Street to the south of the site that is within the City of Perth municipality. The adjoining properties to the north of the subject site are zoned Mixed Use R160 under LPS2 and is characterised by a mix of low scale offices and single houses. The adjoining land to the west of the subject site is zoned Commercial under LPS2 and is currently under construction for a four storey mixed use development. Land to the east of the subject site and on the corner of Fitzgerald and Newcastle Streets is currently vacant, with the exception of existing billboard signs and a portion of landscaping.

No previous approved uses for the subject site have been able to be located by Administration in reviewing the City of Vincent and City of Perth records. The subject premises has previously been used for both residential and commercial land uses, such as a dance studio and office. Adjoining premises in the Purtell Building have previously been approved for a range of commercial uses including a take away food premises at No. 380 Newcastle Street and a consulting room at No. 384 Newcastle Street. These other premises in the Purtell Building currently operate with commercial uses on the ground floor and residential components on the first floor. A location plan is included as **Attachment 1**.

The Purtell Building is listed on the City's Municipal Heritage Inventory (MHI) as Category A (conservation essential). The Purtell Building is listed on the MHI with having aesthetic value in forming part of a row of shops providing a residential component on the first floor. The building has distinctive verandahs, parapets and glazed shopfronts, in a Federation Free Classical style of architecture. The place is also identified as having social value in contributing to a sense of place as a distinctive and well recognised landmark on the corner of Newcastle and Fitzgerald Streets, and for the variety of businesses that occupied the place and offered a range of services, including take away food outlets and retail shops. The building is not listed on the State Heritage List.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the City's Temporary Accommodation Policy, Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy) and Policy No. 7.6.1 – Heritage Management Development Guidelines for Heritage and Adjacent Properties. In the instance where the proposal seeks the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section further in this report.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use (only where required)		✓
Parking & Access		✓
Management Plan		✓
Heritage Management	✓	

Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2 (LPS2)	
"P" Use	Unlisted Use (Short Term Dwelling)
Management Plan	
Deemed-to-Comply Standard	Proposal
Policy No. 7.4.5 – Temporary Accommodation	
A Management Plan detailing the management and operations of the Short Term Dwelling	A Management Plan provided as Attachment 3
Parking	
Deemed-to-Comply Standard	Proposal
Policy No. 7.1.1 – Non Residential Development Parking Requirements	
The Non-Residential Parking Policy does not specify a deemed-to-comply car parking standard for Short Term Dwellings.	One on site car parking bay is available for the designated use of the subject premises.

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

CONSULTATION/ADVERTISING:

The application was advertised in accordance with the City's Policy No. 4.1.5 – Community Consultation for a 21 day period from 17 February 2020 to 9 March 2020. The method of consultation being a sign placed on site (facing Newcastle Street), a notice in the local newspaper and nine letters being mailed out to all owners and occupiers of the properties adjoining the subject site, inclusive of the other strata properties within the Purtell Building, as per **Attachment 1**. The City did not receive any submissions in relation to the proposal.

Design Review Panel (DRP):

Referred to DRP: No

The application did not require referral to the DRP as no external works to the building are proposed.

LEGAL/POLICY:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.4.5 – Temporary Accommodation;
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties; and
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements.

Planning and Development Act 2005

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

Local Planning Scheme No. 2 (LPS2)

The proposal is an Unlisted Use because it is not specifically identified in the land use table in LPS2 and could not reasonably be determined as falling within the interpretation of one of the listed uses in LPS2. In accordance with Clause 18(4) where a use class is not specifically referred to in the zoning table, the City is to:

- determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

In considering the appropriateness of the proposed land use, Council shall have regard to the objectives of the Commercial zone under LPS2 which are as follows:

- To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.
- To ensure development designs incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.
- To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.

Temporary Accommodation Policy Review

The City is currently undertaking a review of the Temporary Accommodation Policy, with a view to aligning it more closely with LPS2, the *Planning and Development (Local Planning Schemes) Regulations 2015*, and recent State Administrative Tribunal (SAT) decisions on short term dwelling proposals. It is intended that a draft revised policy will be presented to an upcoming Council Meeting to be adopted for the purposes of advertising and to initiate an amendment to LPS2.

The development has not been assessed against the proposed amendments to the Temporary Accommodation Policy, as the amendments are in draft form and are not considered to be 'seriously entertained'. The application has been assessed in accordance with the current Temporary Accommodation Policy.

Delegation to Determine Applications:

The matter is referred to Council as the proposed land use is a use not listed in Table 1 of the City's Non-Residential Parking Policy.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:Land Use and Management Plan

The proposed use meets the objectives of the Commercial zone under LPS2 for the following reasons:

- The subject site is located on the border of Northbridge and is approximately 500 metres from the Perth CBD. The immediate area provides for a range of commercial land uses including a digital marketing company, barber, car wash and a grocery store within both the City of Vincent and the City of Perth municipalities. The proposal would provide for a short term dwelling use on the edge of the Northbridge entertainment district. This use would be complimentary to the existing commercial uses operating in the area and would contribute towards the economic sustainability of the area, with opportunity for its guests to support other local businesses. The proposed use also does not compromise the ability for the surrounding Commercial zoned land to be used for more intensive commercial activities and would remain compatible.
- The subject site is situated within close proximity of the Perth Central Business District (CBD), public transport networks and tourist attractions, and is an appropriate location for this type of use as per the City's Temporary Accommodation Policy. The geographic location of the site means that the use would be appropriately located in a commercial setting. Surrounding properties experience noise and activity associated with this inner city urban living and this is to be reasonably expected.
- No changes are proposed to the external façade of the building. The proposed change of use is an appropriate response to facilitate development by accommodating a compatible land use while preserving the physical appearance and aesthetic value of the Purtell Building that is heritage listed, and that forms an important part of the established streetscape. The front portion of the ground floor of the premises that is street facing would not be used for the short term dwelling use, rather this would

serve as a creative working space for the owners when utilised. This would ensure that the shopfront of the premises is not affected by the proposal and does not appear as residential in nature when viewed from the street.

- Activity and associated noise expected in an inner city location exists in this setting. This noise is generated by commercial land uses, patrons of these land uses, pedestrians, and vehicular traffic along high volume transit corridors Newcastle Street and Fitzgerald Street as well as the Mitchell Freeway and Graham Farmer Freeway. The amenity of existing residential and commercial properties is reduced in this location from these existing noise sources.
- The subject premises shares parapet/common walls with abutting premises in the Purtell Building. These premises currently accommodate a range of commercial uses including a pop up shop, a music school, an events management company and a recently closed restaurant/cafe on the ground floor with dwellings on the first floor. Management and noise mitigation measures put in place by the applicant contained in the Management Plan and Code of Conduct included as **Attachment 3** would serve to limit the amount of noise being generated and the risk of noise nuisance emanating from the premises. Details of these management measures are discussed in further detail further below. The intensity and scale of the proposed use is appropriate within this premises. This is because no changes to the Commercial zoning and intent for the site are identified or planned for in the City's strategic plans. The future zoning of the locality remains as Commercial and the amenity for occupants of the site reflects that of a close urban environment where a range of non-residential land uses are to be accommodated, as well as associated noise and activity that exists and that would be reasonably expected.
- The applicant's Management Plan and Code of Conduct for guests would ensure that the premises would be appropriately managed and operated in a way that would minimise its potential to adversely impact on the amenity of surrounding properties. These include the following measures being implemented:
 - The property is to be managed by the owners and a property manager. The owners live within 10 minutes of the premises and would be available to respond to any complaints in a prompt timeframe;
 - Neighbouring strata owners and occupiers would be supplied with the contact details of the owner and property manager in the event of any issues or disturbances relating to guests of the property;
 - Strict screening and verification of all guests in reviewing their booking profiles by the owners and the property manager, with the ability to terminate bookings at their discretion;
 - There are no external outdoor living areas available for use by guests as part of the premises or on the site which removes the potential for noise from guests to be generated external to the premises;
 - A minimum stay of two nights and a maximum of two guests to stay at the property. Visitors to the premises are limited to a maximum of two;
 - No parties are permitted on site, with guests advised to reduce any noise past 9:00pm on any given night;
 - Guests are able to check in to the premises after 2:00pm and check out before 10:00am; and
 - Guests would be advised that one marked parking bay is available for use at the rear of the property;

A condition of approval is recommended requiring the Code of Conduct to be provided to guests and to be displayed within the premises in a prominent and visible location, as well as for the Management Plan to be implemented and complied with at all times. In the event the owners and guests of the premises do not adhere to the conditions of approval, it would be open to the City to undertake formal compliance action. Administration also recommends that a condition of approval be imposed requiring the management plan to be reviewed every 12 months from the date of commencement of the use. This would ensure that the use is being managed successfully and provides an opportunity to monitor its operation.

- The owners of the premises self-manage the strata for the buildings on site. In accordance with the Temporary Accommodation Policy, the applicant has obtained written consent from the owners of the adjacent premises that all form part of the strata, being Nos. 380, 384, 386, 388 Newcastle Street, and in support to operate the premises for short term dwelling.

Parking

There are six parking bays on site for use by the properties in the Purtell Building. The subject premises is allocated one parking bay under the strata arrangements. This is located to the rear of the building and accessed from Fitzgerald Street. Guests to the premises would be notified of the available car bay for use via the Management Plan that would be available from the website listing for the property, emailed to guests at

the time of confirming the booking, and provided to guests in hardcopy at the premises. The Management Plan also sets out off-site parking options and alternative modes of transport available that service the area.

The section of Newcastle Street immediately adjacent to the site is a designated 'No Parking' zone. Along Newcastle Street between Palmerston Street and Fitzgerald Street, there are approximately 14 on-street parking bays which are restricted to two hour parking between 8:00am to 6:00pm Monday to Saturday. Review of the City's parking survey data identifies that usage of these parking spaces were at 28 percent to 60 percent occupancy during the study times (being 9:00am to 8:00pm Wednesday, Friday and Saturday in 2018). The section of Fitzgerald Street immediately adjacent to the site is also a designated 'No Parking' zone. There are approximately 50 parking bays situated along Fitzgerald Street between Bulwer Street and Newcastle Street, restricted to 15 minute, 1 hour and 2 hour parking zones Monday to Saturday. Review of the City's parking survey data identifies that usage of these parking spaces were at 41 percent to 60 percent occupancy during the study times (being 9:00am to 8:00pm Wednesday, Friday and Saturday in 2018). This data indicates the availability of on-street parking that are within close proximity to the premises if required by guests.

The Management Plan sets out the alternative transport modes available to the site, including:

- The subject site is located an approximate 14 minute walk from City West train station, and an 18 minute walk from the Perth train station;
- The subject site is located on the border of the Perth City Free Transit Zone which provides free public transport within the City centre. Four Transperth bus routes – 15, 402, 403 and 404 operate along Newcastle Street within 330 metres from the site and travel to Leederville, North Perth, Mount Hawthorn, Perth, Northbridge, Innaloo and Osborne Park. There are also bus stops along Fitzgerald Street – routes 19, 361, 362 and 960 which operate to the Perth CBD, Joondanna, Como, Dianella, Ballajura and Mirrabooka; and
- The subject site is surrounded by pedestrian footpath networks to Charles Street, Newcastle Street and Fitzgerald Street, which offer walkability to nearby attractions.

The site is well serviced by alternative methods of transportation and is not reliant on private motor vehicle use. This facilitates greater opportunity for use of active transport modes for guests. For these reasons, Administration is not of the view that car parking is required to be made available on site for the proposed use.

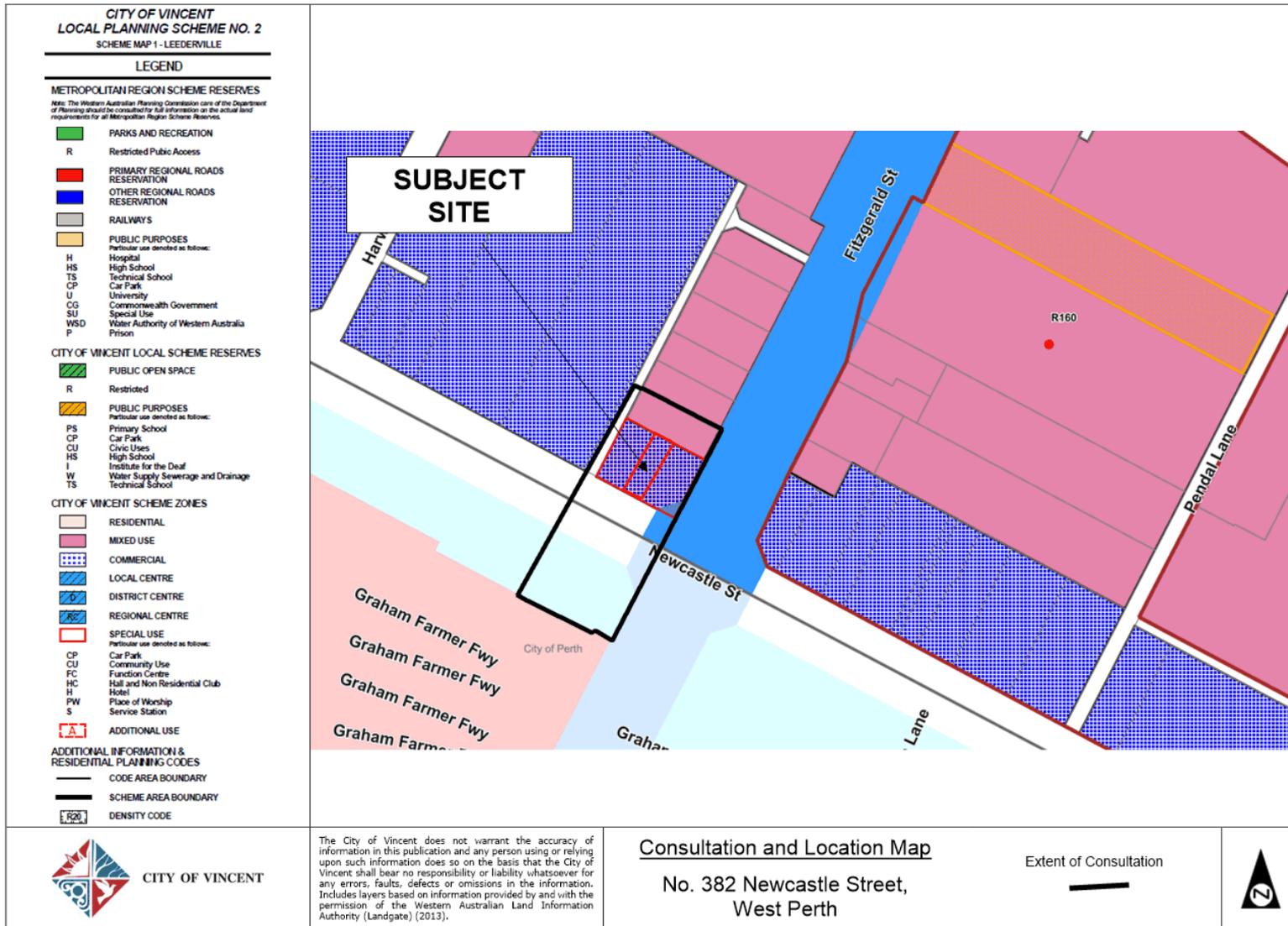
Parking for the owners or property manager attending the site would be available via the allocated bay on site if not utilised by guests or via on-street parking along Newcastle or Fitzgerald Streets. Attendance to the site would be associated with managing the short term dwelling or for the owners to continue to use the ground floor shopfront portion of the premises as their own creative space. This space is not intended to be open to the public for use. A change in use of this shopfront portion of the premises may require development approval in future, depending on the use class proposed and its permissibility, as well as in having consideration for car parking requirements.

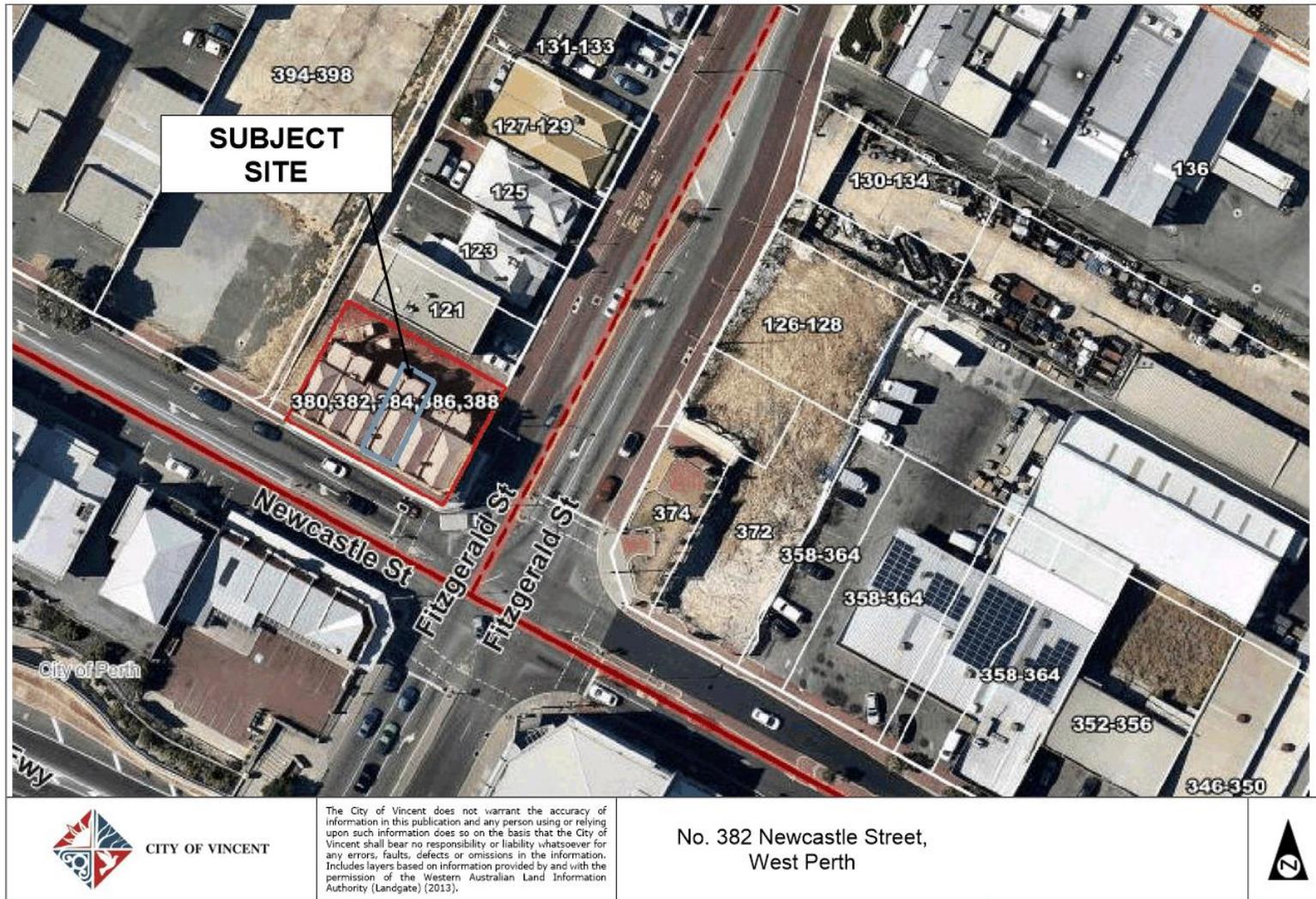
Heritage Significance and Management

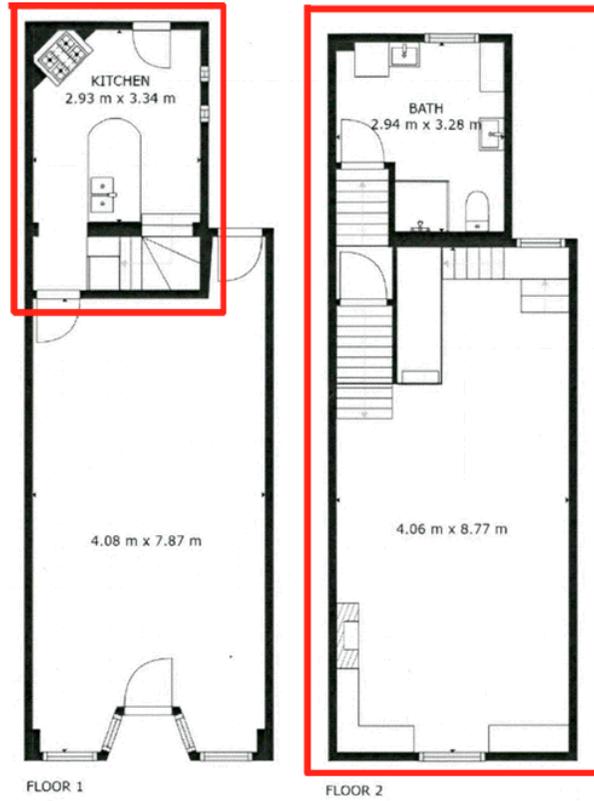
The subject site is identified as Category A on the City's MHI and forms part of the Purcell Building municipal listing. The City's Heritage Management Policy provide requirements relating to physical works, but does not provide any requirements in relation to change of uses. This development application does not propose any external works to the property. The development would have no visual impact on the heritage significance of the subject site or the streetscape, and the heritage fabric of the building would remain intact. Given this application involves a change of use only, the Policy No. 7.6.1 – Heritage Management, is not applicable in this instance.

The *Australia ICOMOS Charter for Places of Cultural Significance, the Burra Charter 2013* (the Burra Charter) sets a standard of practice for those who provide advice, make decisions about, and undertake work to places of cultural significance. The Burra Charter applies to all types of places of cultural significance, including the subject site. In accordance with Article 1.11 of the Burra Charter, a 'compatible use' means a use which respects the cultural significance of a place, being such a use that involves minimal or no impact on the cultural significance of the place. The proposed use is for the purpose of human habitation and represents development that operates in a manner consistent with that of a residential dwelling. The proposal would be a compatible land use with the existing residential dwelling and would not adversely impact the cultural significance of the place.

In accordance with Article 15.2 of the Burra Charter, the change of use to short term dwelling could also be reverted back to a multiple dwelling in the future if circumstances permit, without any adverse impact to the cultural significance of the place.







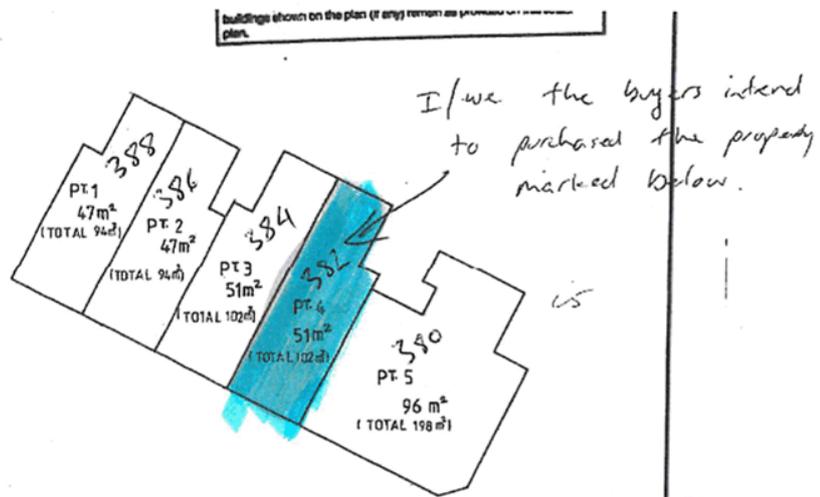
CITY OF VINCENT
RECEIVED
03 January 2020

GROSS INTERNAL AREA
FLOOR 1: 46 m², FLOOR 2: 46 m²
TOTAL: 92 m²
SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

Short Term Dwelling
Area

- The application only applies to 382 Newcastle Street. The relevant building is highlighted below.

Figure C



CITY OF VINCENT
RECEIVED
03 January 2020

C.A. 4

SHEET No. 2 OF 2 SHEETS

STRATA PLAN No. 11770

FIRST FLOOR



As at 20th July 1997 unless a notice of resolution under section 21H or an objection under 21O has been recorded on the strata plan -

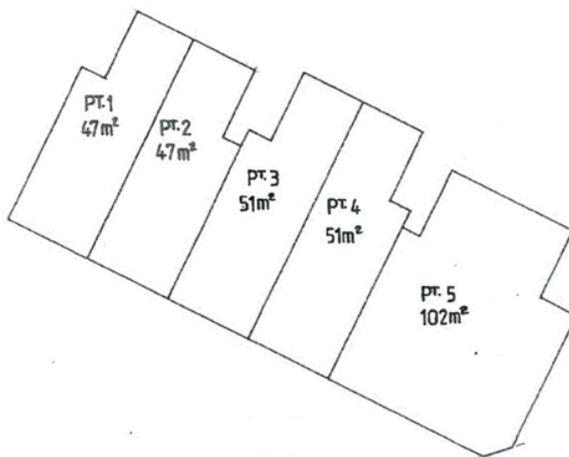
The boundaries of the lots or parts of the lots which are buildings shown on the strata plan are the external surfaces of those buildings, as provided by section 3AB of the Strata Titles Act 1985;

The scheme may not be a single tier scheme, as defined in section 3(1) of the Strata Titles Act 1985;

The areas of the lots shown on the strata plan may have changed;

Where 2 lots have a common or party wall, or have buildings on them which are joined, the centre plane of that wall or the plane at which they are joined, is the boundary;

The horizontal boundaries of the lots or parts of the lots which are not buildings shown on the plan (if any) remain as provided on this strata plan.



FOR OTHER PARTS OF LOTS SEE SHEET 1 OF 2 SHEETS.

SCALE 1:200

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 38 OF 1986 AS AMENDED

TOWN PLANNING BOARD

LOCAL AUTHORITY *City of Earth*

CITY OF VINCENT
RECEIVED
03 January 2020

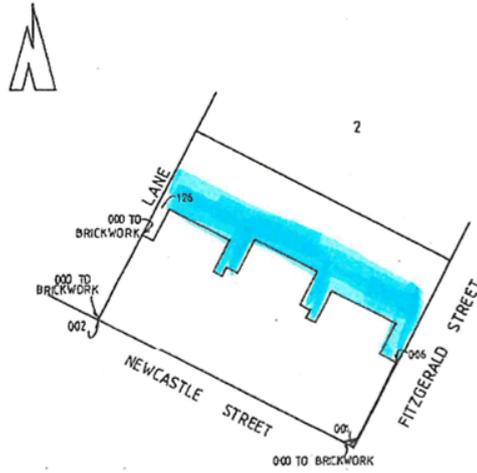
23 AUG 1983 *[Signature]*
DATE CHAIRMAN

[Signature]
16 SEP 1983
DATE 11 AUG 1983 SHIRETOWN CLERK

57286/8/76-256-C387

LANDGATE COPY OF ORIGINAL NOT TO SCALE Fri Jul 12 17:43:07 2019 JOB 59579239





CITY OF VINCENT
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03 January 2020

DEVELOPMENT APPROVAL FOR SHORT TERM ACCOMMODATION

Application to approve change of use of 382 Newcastle street 6005 for airbnb purposes – Purtell Buildings (**Property**)

1. How guests book the property/ how it will be managed

- Guests – Upon approval by the City of Vincent, the Property will be listed on Airbnb.
- We will engage a property manager from Air Sorted to manage the day to day running of the Property: <https://www.airsorted.com.au/perth/>

Air Sorted take 15 % of the rental price plus the cleaning fee for the following service:

- They list the property with photos
 - Professional cleaning
 - Organise linens and towels, laundered to a hotel standard
 - Guest vetting – strict screening of all guests using both online and offline verification checks
 - Account management – one point of contact
 - Guest communication – prompt responses and enticing dialogue
 - 24 hr check in
 - Replenishments – stock and restock necessary items (toilet paper, soap, washing detergent etc)
 - Property Maintenance – highly skilled professionals
- The Property is only going to be rented to a maximum of two guests per night.
 - All communication with the guest will be via Airbnb and with Airtasker.

2. Entry to the property and security

- The guests will be provided with a set of keys from Airtasker when they arrive at the property
- The keys give them access to the back door of the property.
- The property has a security system set with an alarm. The guests will be provided with the code by Airtasker and instructed on how to set it with the code.
- Airtasker will show the guest the Manual for the Property upon arrival.

3. The Manual

- There will be a manual to provide the guests with information on:
 - the details of the apartment;
 - public transport;



- A Code of Conduct - detailing the expected behavior of guests/residents in order to minimise any impact on adjoining residents. I note that the Purtell Buildings are zoned commercial but are part of a strata. Some of the buildings are currently occupied by residents and other buildings are purely commercial. I am confident my guests will understand this mixed use arrangement and will make every endeavour to abide by house rules and the code of conduct with regards to noise, parking and visitors (as detailed below).

4. Car Parking

- There are 6 car parking bays for the exclusive use of owners of the Purtell Buildings
- The owners have an agreement that each unit has one car bay each and the café on the corner has two bays.

5. Control of noise and other disturbances

- the owners of the other apartments in the Purtell Buildings will be notified that 382 Newcastle will be used as a short-term rental.
- I will provide the other tenants in the Purtell Buildings with my phone number and the phone number of Airtasker so they contact us in the event of any nuisance at the property

6. Complaints management procedure

- I will provide my telephone number to the adjoining neighbours so that they can call me if there are any disturbance issues. We already correspond via email as we self-manage the strata.

7. Fire

- Two Fire Extinguishers will be provided. One will be located at the bottom of the property and one at the second storey of the property.



THE MANUAL

Directions

The Purtell Building is situated in West Perth at 382 Newcastle Street. It is 14km from the Perth airport and travel to and from the airport will take approximately 20 minutes.

Security

The property has security grating at the front entrance and the back entrance that can be unlocked by key.

The internal doors can be unlocked via a separate key.

The property is fitted with a wireless security alarm.

The access code will be provided by Airtasker separately when you arrive at the property and instructions on how to use the security system.

Transport

To order a taxi – telephone 13 13 30.

Alternatively, there is a bus stop located at XX which will take you to XX

If you need specific details for making your way around Perth via public transport, telephone Transperth on 13 62 13 and bus and train timetables can be viewed here:

<https://www.transperth.wa.gov.au/Journey-Planner>

Travel Card

If you would like to purchase a Smartrider card to travel on public transport regularly, telephone 13 62 13 or visit: <http://www.transperth.wa.gov.au/TicketsandFares/SmartRider/GettingStarted.aspx>

There is a CAT (central area transit) bus service in the Perth CBD and in Fremantle. There is no charge for travel on these services.

Restaurant / Hotels

There are many restaurants located in Northbridge which is only a short walk away. Leederville is also a popular night time location and is only a 20minute walk straight down Newcastle street.

Maintenance

Please contact Airtasker should you have any maintenance issues or any questions relating to the building.



Response

1. Management Plan

➤ Control of Noise

We intend to control noise via the following:

- no more than 2 guests per stay;
- a rule that there are to be no more than 4 people at the property at one time – i.e. so they can't have large gatherings. This will be detailed in the Airbnb advertisement and The Manual.
- There will be a rule that no loud music to be played past 9pm. This will be detailed in the Airbnb advertisement and The Manual.

➤ How the site will be maintained to ensure the change of use will not detrimentally impact the heritage fabric of the place

- The Airbnb will not impact on the heritage fabric of the place as we do not intend to alter or amend it in any way and will be conducting regular inspections to ensure that it is in good condition. The occupiers will only have access to the top section of the property and the kitchen on the bottom floor. They won't have access to the lower front section of the property (street facing – see **Figures A1 and A2**).

➤ How cleaning and maintenance will occur

We will be engaging AirSorted to manage the cleaning of the property (please see original application). Each time an occupant leaves the property, it will be cleaned to a professional standard with all linen being laundered.

We will attend to all maintenance at the property by engaging qualified tradespeople.

If any work needs to be conducted on common property, the council of owners will engage a tradesperson and cover the cost.

➤ Waste Management and how occupants will be advised of the bin requirements

The internal house bins will be clearly marked with the bin for general waste and the bin for recycling. The council bins are located directly at the back door of the property (see **Figure I**) and the occupants will be informed via the Manual how to use the bins.

➤ How occupants will be made aware of the management plan/rules

The occupants will be made aware of the management plan/rules via the advertisement on the Airbnb platform, via email when they book and also via the Manual that will be provided in hard copy at the property.

➤ Minimum/Maximum Stay

There will be a minimum stay of 2 nights and a maximum stay of 1 month

➤ How violations to the Code of Conduct will be dealt with

It will be made clear on the advertisement on the Airbnb platform and in The Manual that should any complaints be made about noise, parking or rubbish – that we will notify Airbnb (which could result in a ban if serious) and it will negatively affect their rating as a user of the platform. This is to ensure that there is an adequate deterrent for that sort of behaviour.

We also only live 10 minutes away from the property and we will provide the other occupiers in the Strata with our mobile telephone numbers and emails so that if anything happens – we can attend the property almost immediately. We will also have a separate property manager that will be attending to all the cleaning and check-in/out so they can also be made available.

Lastly – we will not be renting out the lower/front section of the building that is street facing (the shop front) (see **Figure A1 and A2**). For the time being, we will be using that section of the property as a creative space for our own use. As such – we will be able to keep a close eye on the Airbnb and it makes us more available to everyone in the strata.

Figure A 1 – Front Section



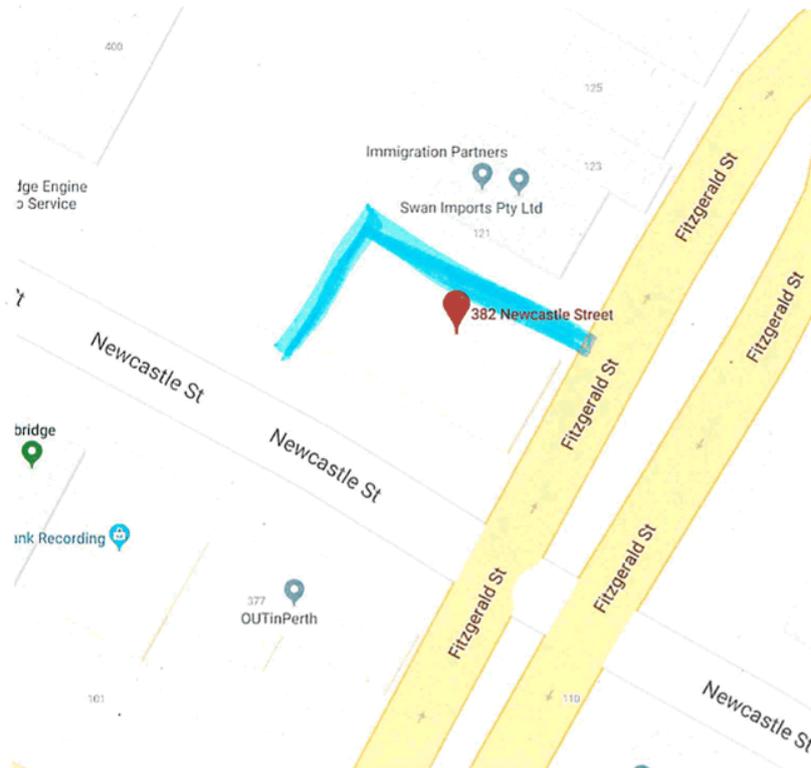
Figure A 2 – Lower Front Room



2. Parking Management Plan

- Only one car bay will be provided on site for guests.
- Guests can access these bays off Newcastle Street or Fitzgerald street – please see highlighting in Figure B below:

Figure B



- Other forms of transport include:
 - Buses within 500m:
 - Stop No 12820 (33m) (Fitzgerald Street before Newcastle Street): Routes 362, 960, 19, 361.
 - Stop No 12817 (66m) (Fitzgerald Street before Aberdeen Street): Routes: 360, 361, 362, 960, 19.
 - Stop No 12819 (231m) (Fitzgerald Street after James Street): Routes : 960, 19
 - Stop No 22027 (363m) (Fitzgerald Street after Cowle Street): Routes: 960, 19
 - Stop No 22028 (396m) (Fitzgerald Street after Randall Street): Routes: 960, 19

- Stop No 12933 (426m) (Shenton St Russel Square Blue Cat 10)
- Train:
 - City West train station at 102 Railway Street, West Perth is a 14 minute walk
 - Perth Train Station at 173 William Street is an 18 minute walk
- On street parking:
 - On Newcastle Street directly across the road from 382 Newcastle:
 - No parking between 4.15pm – 6am Monday to Friday and is a towing zone
 - 2 hour parking between 8am – 4.15pm Monday to Friday (fee payable)
 - 2 hour parking between 8am – 6pm on Saturday (fee payable)
 - 2 hour parking between 12am – 6pm on Sunday (no fee)
 - On Fitzgerald Street directly adjacent to 382 Newcastle:
 - No parking between 7.30am – 9am and 4pm – 6pm Monday to Friday
 - 2 hour parking between 9am – 4.00pm Monday to Friday (no fee payable)
 - 2 hour parking between 8am – 12noon Saturday (no fee payable)
 - Sunday – free parking

3. Land Use

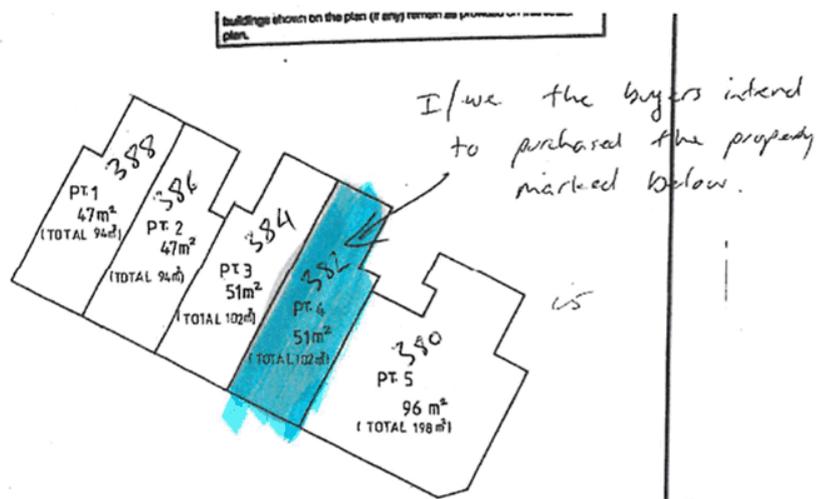
- To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.
 - The residential section of the property can only be used as a residence (despite being zoned as commercial). It has not been designed in a way to be used for a commercial purpose (see Figures E, F, G).
 - However, as we understand that the shopfront is designed for a commercial purpose, we will not allow the Airbnb occupants to access that section and it will be blocked off via a locked door (see **Figure H**). The Airbnb occupants can access the property via the back door (See **Figure I**).
- To ensure that development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation
 - We will not be altering the development design of the building in any way as it is heritage listed.

- To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades
 - There will be no amendment whatsoever to the streetscape, the façade or the building.
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality
 - The Airbnb occupiers will not have access to the front section of the property so will not impact of the shop front.
 - Noise, parking and rubbish will be managed as detailed above.

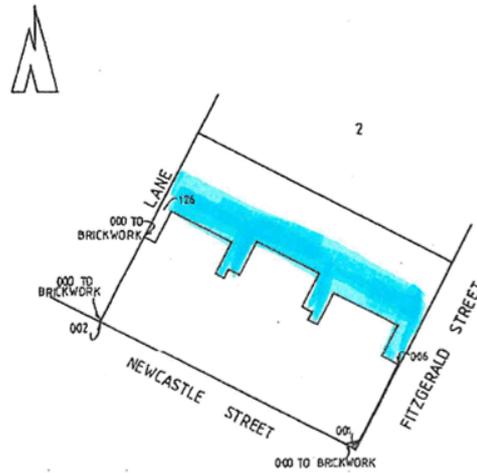
4. Plan Updates

- The application only applies to 382 Newcastle Street. The relevant building is highlighted below.

Figure C



- There are 6 car bays provided for use by the entire strata. The Council of Owners agree to only use the car bay allocated at the back of each property. The area where the car bays are located is highlighted below.

Figure D**5. Additional Information**

Consent has been obtained from all of the Strata Owners – please see attached emails.

380 Newcastle:
382 Newcastle:
384 Newcastle:
386 Newcastle:
388 Newcastle:

Figure E – Downstairs Kitchen



Figure F – Upstairs Bathroom



Figure G – Living Area



Figure H – Locked door

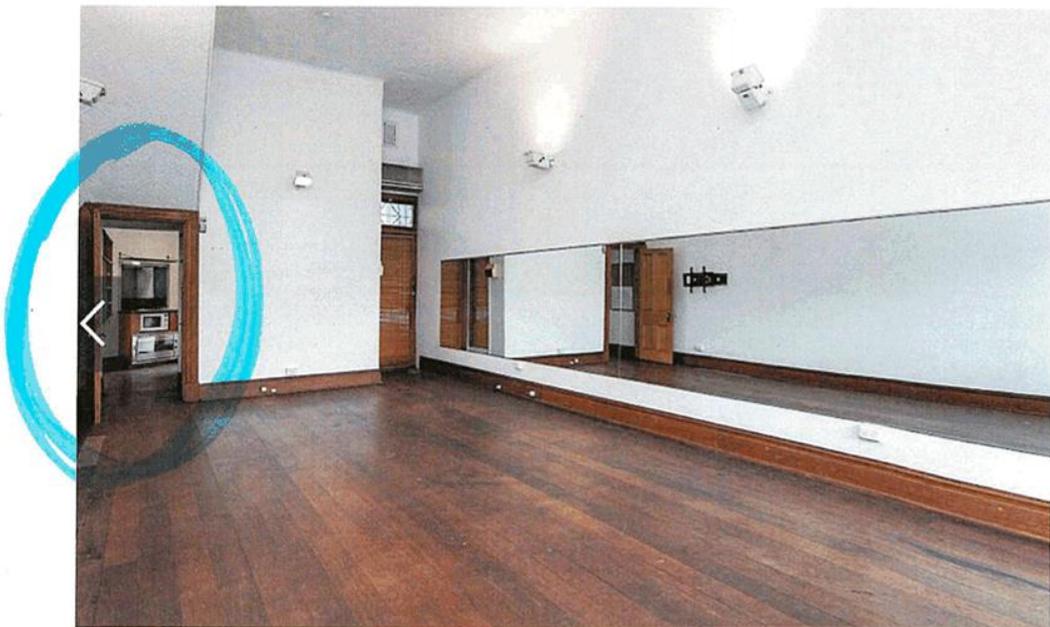


Figure I – Back door access to the property



If you are unable to get hold of airtasker please contact [details concealed for privacy](#)

TV and Internet

Internet and Netflix are available. Please see the instructions on the wall next to the TV for use.

Washing machine

Instructions on how to use the washing machine are located on the top of the washing machine. Washing liquid is provided in the utilities cupboard.

Linen

Additional towels, bath mats and flannels are stored in the laundry. There are additional blankets should you require them.

Emergency

In the event of a life threatening emergency, the way to contact police, fire brigade and ambulance in Perth is to telephone 000 (triple zero).

If police attendance is required regarding a disturbance or anti-social behaviour, contact 131 444.

Arrivals and Departures

Access to the property will be available after 2pm on the day of arrival. This may be varied for special circumstances by agreement with Airtasker.

Departure is expected before 10am but this may also be varied by agreement.

CODE OF CONDUCT

Visitors

You are welcome to entertain at the apartment as long as there are no longer than four people in the apartment at one time. If you are planning on meeting a large number of friends or family during your stay in Perth, please arrange to do so at a venue other than the property. There is a strict "no parties" rule at the property.

Noise

Please remember that there are residents in the Purtell Buildings which means that you must keep your noise level to a minimum at night time and ensure that any music is on low.



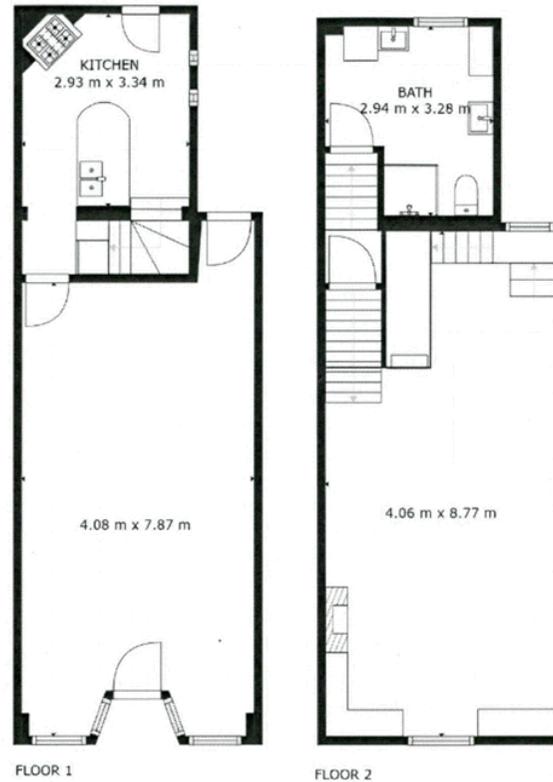
Smoking

Smoking is not permitted inside the apartment however you may smoke on the balcony with the door closed. Ashtrays are provided. Please do not dispose of your cigarettes in the gutter as this may cause a fire.

Parking

- There are car bays at the back of the Purtell Building. You are welcome to use the car bay marked for unit 382. Please do not use the other car bays.
- Please avoid parking on any verges.
- Please ensure that you check all signage before parking on the street. There are time restrictions on:
 - the length of time you can park; and
 - the time of day you can park.





GROSS INTERNAL AREA
FLOOR 1: 46 m², FLOOR 2: 46 m²
TOTAL: 92 m²
SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

05 March 2020

382 Newcastle Street, West Perth - Use of ground floor front portion

Who will utilise the ground floor front portion?

Amy Garuccio and Luke Stewart (**owners**). It will be not be open or available to the public for use.

Hours and days this ground floor will/may be utilised

It is unlikely it will be used when the upper floor and kitchen is being used by a short stay guest. If the property is not being used by a short stay guest, we may attend the property on a weekend or after hours as we both work full time.

Parking arrangements

It is unlikely that the owners will attend the property when it is being used by a guest. However, if we do need to use the ground floor portion when there is a guest, we will use the street parking or catch public transport/uber. As we both work full time, we won't ever be at the property when the street parking is unavailable, i.e. 7.30am - 9am and 4pm - 6pm. We would only ever be there on the weekend or after 6 pm on a weekday if we needed to fix something. Since we purchased the property, we have never seen anyone using the street parking after 6pm so it appears to always be available.

Intended land use of ground floor portion

The owners have no intention of using the ground floor portion as a public art gallery, work related office or part of the Airbnb. We understand that if we want to use the space for a commercial purpose or for public use, it would require separate approval from the council.

At this stage, it is for our own personal use when the place is not being rented as short stay accommodation. For example, if no-one is using it for short stay accommodation, we may decide to stay at the property that weekend and my partner may use the space downstairs to write.

We don't think it is appropriate to have the commercial ground floor part of the property used by Airbnb guests as it is street facing and people walking/driving past can see straight in. We would prefer that we have control over the space at all times so that it is maintained in a way that is visually appealing to passers-by.

Determination Advice Notes:

1. The maximum number of guests (2) persons permitted to be accommodated within the Short Term Dwelling does not include visitors attending the site, as referenced in the Management Plan.
2. The car parking bay on site proposed to be made available for use by guests of the Short Term Dwelling as set out in the Management Plan is not a requirement of the City. The Management Plan would need to be amended to the City's satisfaction to modify this arrangement should the parking bay be intended to be used for a different purpose.
3. A separate application for approval will be required for any proposed change or addition of a different category of Temporary Accommodation under the City's Policy No. 7.4.5 to that approved under this approval.
4. This is a development approval issued under the City of Vincent Town Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.
6. Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage.
7. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

10 INFRASTRUCTURE & ENVIRONMENT

Nil

11 COMMUNITY & BUSINESS SERVICES**11.1 INVESTMENT REPORT AS AT 29 FEBRUARY 2020**

Attachments: 1. **Monthly Investment Report 29 February 2020** [↓](#) 

RECOMMENDATION:

That Council NOTES the Investment Report for the month ended 29 February 2020 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's investments as at 28 February 2020 and the interest earned year to date.

BACKGROUND:

The City's surplus funds are invested in bank term deposits for various terms to facilitate maximum investment returns in accordance to the City's Investment Policy (No. 1.2.4).

Details of the investments are included in **Attachment 1** and outline the following information:

- Investment performance and policy compliance charts;
- Investment portfolio data;
- Investment interest earnings; and
- Current investment holdings.

DETAILS:

The City's investment portfolio is diversified across several accredited financial institutions.

As at 29 February 2020, the total funds held in the City's operating account (including on call) is \$35,377,640 compared to \$44,227,308 for the period ending 28 February 2019.

The total term deposit investments for the period ending 29 February 2020 is \$33,681,961 compared to \$36,178,794 for the period ending 28 February 2019. The total term deposit and fund amounts have reduced compared to last year for cash flow management purposes to cover operating and capital expenditure requirements.

The following table shows funds under management for the previous and current year:

Month Ended	2018/19		2019/20	
	Total funds held	Total term deposits	Total funds held	Total term deposits
July	\$26,826,861	\$23,990,516	\$32,209,493	\$26,105,854
August	\$44,327,708	\$37,499,275	\$49,641,327	\$44,977,692
September	\$44,209,274	\$40,651,147	\$44,876,698	\$41,017,535
October	\$44,463,021	\$41,180,325	\$46,846,286	\$37,782,515
November	\$44,188,761	\$42,678,504	\$46,118,236	\$36,123,083
December	\$40,977,846	\$38,667,039	\$38,557,295	\$34,633,796
January	\$42,109,674	\$35,225,189	\$37,915,806	\$33,773,707
February	\$44,227,308	\$36,178,794	\$35,377,640	\$33,681,961
March	\$39,157,958	\$32,739,750		
April	\$36,427,902	\$31,019,902		
May	\$33,384,520	\$29,469,158		
June	\$30,503,765	\$25,613,648		

Total accrued interest earned on investments as at 29 February 2020 is:

	Annual Budget	YTD Budget	YTD Actual	% of YTD Budget
Municipal	\$420,000	\$280,000	\$121,176	43.28%
Reserve	\$278,688	\$185,792	\$109,910	59.16%
Sub-total	\$698,688	\$465,792	\$231,086	49.61%
Leederville Gardens Inc. Surplus Trust*	\$0	\$0	\$9,457	N/A

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2019/20 Budget as actual interest earned is restricted.

The City has obtained a weighted average interest rate of 1.76% for current investments including the operating account. The Reserve Bank 90 days accepted bill rate for January 2020 is 0.89%.

Sustainable Investments

The City's Investment Policy states that preference "is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions". Administration currently uses Marketforces.org.au to assist in assessing whether a bank promotes non-investments in fossil fuel related entities.

As at 29 February 2020, \$9,458,290 (26.74%) of the City's investments are held in financial institutions considered to be investing in non-fossil fuel related activities. The portfolio exposure to non-fossil financial institutions has decreased by 0.84% compared to last month.

Administration has established guidelines for the management of the City's investments, including maximum investment ratios as shown in the table below.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Managed Funds Maximum % with any one institution		Maximum % of Total Portfolio	
	Policy	Current position	Policy	Current position	Policy	Current position
A1+	30%	22%	30%	Nil	90%	41.9%
A1	25%	2.2%	30%	Nil	80%	2.3%
A2	20%	19.6%	n/a	Nil	60%	55.8%

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

The power to invest is governed by the *Local Government Act 1995*.

"6.14. Power to invest

- (1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds under the *Trustees Act 1962 Part III*.
- (2A) A local government is to comply with the regulations when investing money referred to in subsection (1).
- (2) Regulations in relation to investments by local governments may —
 - (a) make provision in respect of the investment of money referred to in subsection (1); and
 - [(b) deleted]
 - (c) prescribe circumstances in which a local government is required to invest money held by it; and
 - (d) provide for the application of investment earnings; and
 - (e) generally provide for the management of those investments.

Further controls are established through the following provisions in the *Local Government (Financial Management) Regulations 1996*:

19. Investments, control procedures for

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
 - (a) *the nature and location of all investments; and*
 - (b) *the transactions related to each investment.*

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*

authorised institution means —

 - (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
 - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*

foreign currency means a currency except the currency of Australia.
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
 - (a) *deposit with an institution except an authorised institution;*
 - (b) *deposit for a fixed term of more than 3 years;*
 - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 - (d) *invest in bonds with a term to maturity of more than 3 years;*
 - (e) *invest in a foreign currency.”*

Council has delegated the authority to invest surplus funds to the Chief Executive Officer or his delegate to facilitate prudent and responsible investment.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

RISK MANAGEMENT IMPLICATIONS:

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

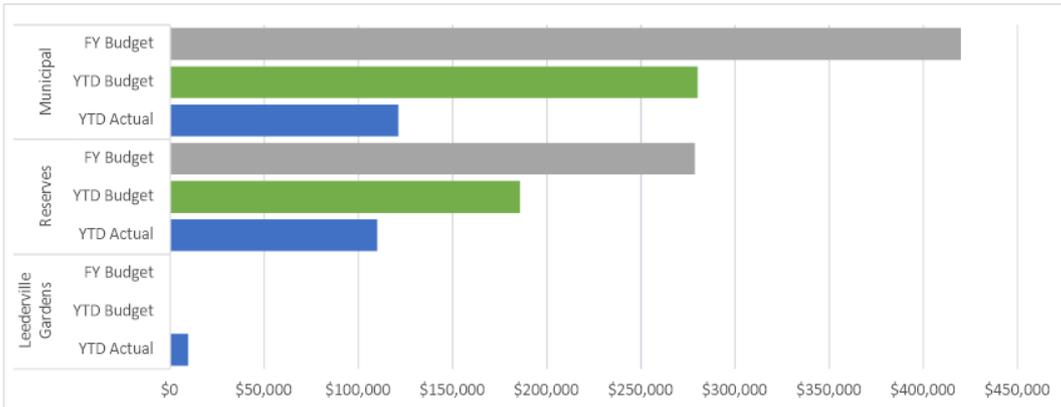
The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 29 FEBRUARY 2020**

FUNDS INVESTED OVER 3 YEARS



INTEREST EARNINGS

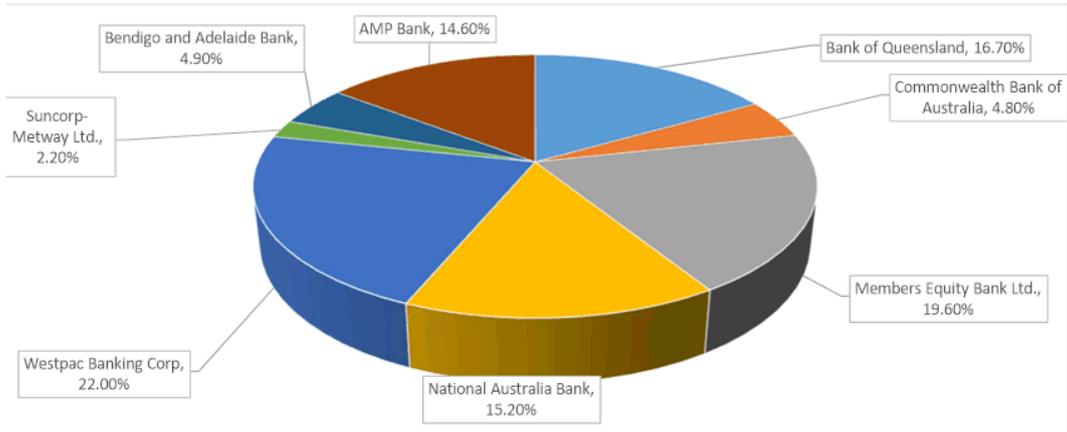


INTEREST RATE COMPARISON

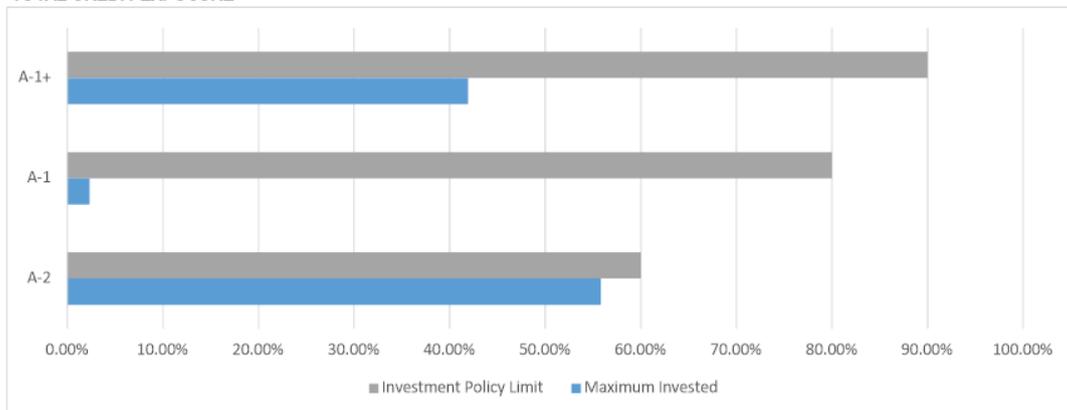


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 29 FEBRUARY 2020**

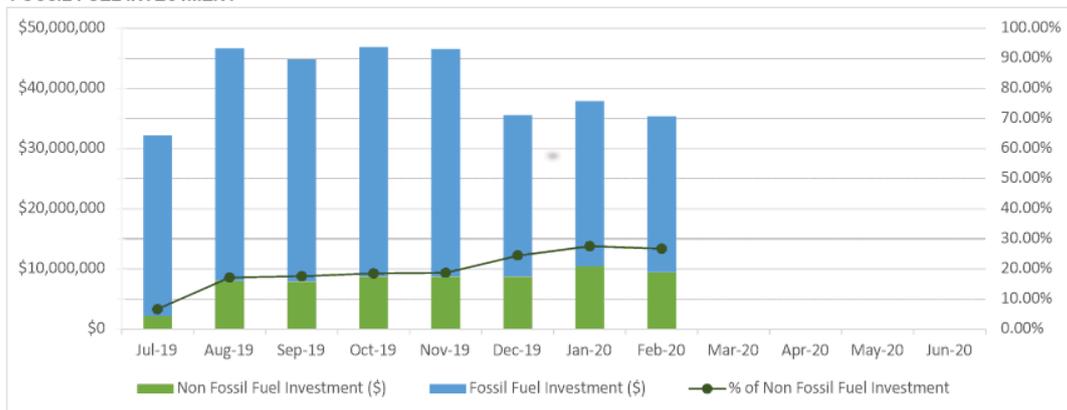
TOTAL PORTFOLIO EXPOSURE



TOTAL CREDIT EXPOSURE



FOSSIL FUEL INVESTMENT



* Selection of non fossil fuel investments is based on information provided by www.marketforces.org.au.

**CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 29 FEBRUARY 2020**

	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS						
Operating Accounts	1,695,679	0	0	0	1,695,679	4.8%
Term Deposits	19,250,000	8,943,340	0	5,477,621	33,670,961	95.2%
Equity Shares	11,000	0	0	0	11,000	0.0%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100.0%
BY INSTITUTION						
Bank of Queensland	3,750,000	2,158,027	0	0	5,908,027	16.7%
Bendigo and Adelaide Bank	1,750,000	0	0	0	1,750,000	4.9%
Commonwealth Bank of Australia	1,695,679	0	0	0	1,695,679	4.8%
Members Equity Bank Ltd.	4,000,000	994,448	0	1,910,419	6,904,867	19.6%
National Australia Bank	3,250,000	0	0	2,107,457	5,357,457	15.2%
North Perth Community Bank	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	0	792,423	0	0	792,423	2.2%
Westpac Banking Corp	3,000,000	3,320,118	0	1,459,745	7,779,863	22.0%
AMP Bank	3,500,000	1,678,324	0	0	5,178,324	14.6%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100%
BY CREDIT RATINGS (SHORT-TERM ISSUE)						
A-1+	7,945,679	3,320,118	0	3,567,202	14,832,999	41.9%
A-1	0	792,423	0	0	792,423	2.3%
A-2	13,011,000	4,830,799	0	1,910,419	19,752,218	55.8%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100.0%
BY TERMS						
0-30 days	1,695,679	0	0	0	1,695,679	4.8%
31-90 days	0	0	0	0	0	0.0%
91-180 days	5,000,000	0	0	0	5,000,000	14.1%
181-270 days	14,250,000	8,943,340	0	0	23,193,340	65.6%
270-365 days	0	0	0	5,477,621	5,477,621	15.5%
> 1 year	11,000	0	0	0	11,000	0.0%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100.0%
BY MATURITY						
0-30 days	6,945,679	2,557,662	0	0	9,503,341	26.9%
31-90 days	5,500,000	1,400,364	0	0	6,900,364	19.5%
91-180 days	6,500,000	4,985,314	0	5,477,621	16,962,935	47.9%
181-270 days	2,000,000	0	0	0	2,000,000	5.7%
270-365 days	0	0	0	0	0	0.0%
> 1 year	11,000	0	0	0	11,000	0.0%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100.0%
BY FOSSIL FUEL EXPOSURE (as determined by www.marketforces.org.au)						
Fossil Fuel Lending	15,195,679	7,156,469	0	3,567,202	25,919,350	73.3%
Non Fossil Fuel Lending	5,761,000	1,786,871	0	1,910,419	9,458,290	26.7%
	20,956,679	8,943,340	0	5,477,621	35,377,640	100.0%

**CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 29 FEBRUARY 2020**

	YTD 29/02/2020 \$	YTD 28/02/2019 \$	FY 2019/20 \$	FY 2018/19 \$
MUNICIPAL FUNDS				
Budget	280,000	342,400	420,000	420,000
Interest Earnings	121,176	390,462	121,176	526,801
% Income to Budget	43.28%	114.04%	28.85%	125.43%
RESERVE FUNDS				
Budget	185,792	160,700	278,688	226,060
Interest Earnings	109,910	187,241	109,910	295,189
% Income to Budget	59.16%	116.52%	39.44%	130.58%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	9,457	92,726	9,457	141,214
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	465,792	503,100	698,688	646,060
Interest Earnings	240,543	670,429	240,543	963,204
% Income to Budget	51.64%	133.26%	34.43%	149.09%
Variance	(225,249)	167,329	(458,145)	317,144
% Variance to Budget	-48.36%	33.26%	-65.57%	49.09%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	465,792	503,100	698,688	646,060
Interest Earnings	231,086	577,703	231,086	821,990
% Income to Budget	49.61%	114.83%	33.07%	127.23%
Variance	(234,706)	74,603	(467,602)	175,930
% Variance to Budget	-50.39%	14.83%	-66.93%	27.23%

**CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 29 FEBRUARY 2020**

Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>						
Municipal	Commonwealth Bank of Australia					1,695,679
Total Operating Funds						1,695,679
<u>EQUITY SHARES</u>						
Municipal	North Perth Community Bank	23/11/2001				11,000
Total Shares						11,000
<u>TERM DEPOSITS</u>						
Leederville Gardens Inc	Westpac Banking Corp	14/06/2019	12/06/2020	364	2.25%	1,459,745
Reserve	Westpac Banking Corp	23/07/2019	09/03/2020	230	2.20%	1,800,000
Reserve	Bank of Queensland	22/07/2019	09/03/2020	231	1.90%	757,662
Leederville Gardens Inc	National Australia Bank	22/07/2019	21/07/2020	365	1.90%	2,107,457
Reserve	Bank of Queensland	31/07/2019	06/04/2020	250	1.85%	743,943
Municipal	Bank of Queensland	22/08/2019	03/03/2020	194	1.75%	1,750,000
Municipal	National Australia Bank	29/08/2019	23/03/2020	207	1.63%	1,500,000
Municipal	Members Equity Bank Ltd.	29/08/2019	13/04/2020	228	1.65%	2,500,000
Municipal	Bank of Queensland	29/08/2019	23/03/2020	207	1.75%	2,000,000
Municipal	Westpac Banking Corp	29/08/2019	11/05/2020	256	1.76%	3,000,000
Leederville Gardens Inc	Members Equity Bank Ltd.	04/09/2019	24/08/2020	355	1.60%	1,910,419
Reserve	Bank of Queensland	04/09/2019	05/05/2020	244	1.63%	656,421
Reserve	Members Equity Bank Ltd.	24/09/2019	01/06/2020	251	1.65%	994,448
Reserve	Suncorp-Metway Ltd.	18/10/2019	22/06/2020	248	1.58%	792,422
Reserve	Westpac Banking Corp	26/11/2019	20/07/2020	237	1.63%	1,520,118
Municipal	National Australia Bank	22/01/2020	02/06/2020	132	1.55%	1,750,000
Municipal	Bendigo and Adelaide Bank	22/01/2020	22/06/2020	152	1.55%	1,750,000
Municipal	Members Equity Bank Ltd.	04/02/2020	13/07/2020	160	1.60%	1,500,000
Municipal	AMP Bank	05/02/2020	04/08/2020	181	1.80%	1,500,000
Municipal	AMP Bank	27/02/2020	31/08/2020	186	1.85%	2,000,000
Reserve	AMP Bank	05/02/2020	17/08/2020	194	1.80%	1,678,325
Total Term Deposits						33,670,961
Total Investment Including At Call						35,377,640

11.2	AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 FEBRUARY 2020 TO 29 FEBRUARY 2020
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- Attachments:**
1. **Payments by EFT, BPAY and Payroll February 20** [↓](#) 
 2. **Payments by Cheque February 20** [↓](#) 
 3. **Payments by Direct Debit February 20** [↓](#) 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 February 2020 to 29 February 2020 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT and BPAY payments, including payroll	\$6,372,823.68
Cheques	\$1,886.75
Direct debits, including credit cards	\$167,871.83
Total payments for February 2020	\$6,542,582.26

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 February 2020 to 29 February 2020.

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 1.14) the power to make payments from the City's Municipal and Trust funds. In accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DETAILS:

The Schedule of Accounts paid for the period 1 February 2020 to 29 February 2020, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT and BPAY Payments	2510 - 2520	\$4,498,303.01
Payroll by Direct Credit	February 2020	\$1,874,520.67
Sub Total		\$6,372,823.68
Cheques		
Cheques	82592 - 82598	\$1,886.75
Sub Total		\$1,886.75

Direct Debits (including Credit Cards)

Lease Fees	\$385.00
Loan Repayments	\$100,782.60
Bank Charges – CBA	\$58,581.36
Credit Cards	\$8,122.87
Sub Total	\$167,871.83

Total Payments **\$6,542,582.26**

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

“12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

- if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
- otherwise, if the payment is authorised in advance by a resolution of Council.

(2) Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council.”

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

“13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –

- the payee’s name;
- the amount of the payment;
- the date of the payment; and
- sufficient information to identify the transaction.

(2) A list prepared under sub regulation (1) is to be —

- presented to Council at the next ordinary meeting of Council after the list is prepared; and
- recorded in the minutes of that meeting.”

RISK MANAGEMENT IMPLICATIONS:

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

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

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Creditors Report - Payments by EFT, BPAY and Payroll			
01/02/20 to 29/02/20			
Date	Payee	Description	Amount
04/02/2020	Smartsalary Pty Limited	Payroll deduction	\$ 1,416.60
04/02/2020	Australian Services Union	Payroll deduction	\$ 310.80
04/02/2020	Child Support Agency	Payroll deduction	\$ 1,571.83
04/02/2020	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
04/02/2020	City of Vincent	Payroll deduction	\$ 1,198.25
04/02/2020	City of Vincent Staff Social Club	Payroll deduction	\$ 548.00
04/02/2020	Depot Social Club	Payroll deduction	\$ 64.00
04/02/2020	Health Insurance Fund of WA	Payroll deduction	\$ 260.60
04/02/2020	Australian Taxation Office	Payroll deduction	\$ 187,031.00
06/02/2020	M Slater	Fitness instructor fees	\$ 60.29
06/02/2020	Natale Group Australia Pty Ltd	Security services - BPLC	\$ 302.50
06/02/2020	Most WA Pty Ltd	Advertising services - Lunar New Year	\$ 715.00
06/02/2020	K Oliver	Fitness instructor fees	\$ 241.16
06/02/2020	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	\$ 435.78
06/02/2020	Webb & Brown-Neaves Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
06/02/2020	Print and Sign Co	Printing services - various departments	\$ 3,928.10
06/02/2020	C Frazer	Refund of parking permit	\$ 180.00
06/02/2020	ES2 Pty Ltd	Technical security review	\$ 247.50
06/02/2020	Select Fresh	Beatty Park Café supplies	\$ 598.58
06/02/2020	YogaNut	Fitness instructor fees	\$ 120.00
06/02/2020	D Dama	Fitness instructor fees	\$ 113.68
06/02/2020	Renew Property Maintenance	Clearing rights of way and associated tipping fees - various locations	\$ 12,082.95
06/02/2020	Perth International Arts Festival Ltd	Festival and event sponsorship - Litcrawl on Beaufort Street	\$ 16,500.00
06/02/2020	My Ride Perth Central	Supply of bicycle storage racks	\$ 167.98
06/02/2020	Ringie	Onsite support - Cisco telephony service	\$ 451.00
06/02/2020	Stompcoffee House	Coffee cart - Bike Dr at North Perth Common	\$ 605.00
06/02/2020	So Media Group	Beaufort Street 'Shop Local' campaign - balance of claim	\$ 15,510.00
06/02/2020	IRP Pty Ltd	Temporary staff - Waste	\$ 10,219.45
06/02/2020	Perth Creative Vision Pty Ltd	Arts sponsorship - Rosemount studio benches	\$ 30,000.00
06/02/2020	The Bullshift Company	Workshop - Enabling model of service delivery (deposit)	\$ 1,650.00
06/02/2020	Fleet Commercial Gymnasiums	Purchase of gym equipment - BPLC	\$ 4,169.00
06/02/2020	Guru Productions Pty Ltd	Filming, production and promotion - Destination WA	\$ 2,337.50
06/02/2020	C H Gwynne	Refund of infrastructure bond	\$ 275.00
06/02/2020	Small Business Development Corporation	Staff training - Place making masterclass workshop	\$ 40.00
06/02/2020	K L Biagi	Rates refund - overpayment	\$ 120.27

Date	Payee	Description	Amount
06/02/2020	A Wark	Rates refund - overpayment	\$ 539.36
06/02/2020	C A O'Connor	Refund of planning application fee	\$ 147.00
06/02/2020	T Tran	Part refund of Beatty Park Leisure Centre fees	\$ 387.30
06/02/2020	A Raine	Part refund of Beatty Park Leisure Centre fees	\$ 321.28
06/02/2020	Novus Construction	Refund of planning application fee	\$ 1,003.00
06/02/2020	Westfurn DM Pty Ltd	Replacement umbrellas - William Street parklet	\$ 298.00
06/02/2020	C Gulberti	Insurance reimbursement - staff personal property stolen at BPLC	\$ 399.00
06/02/2020	H Taverner	Insurance reimbursement - staff personal property stolen at BPLC	\$ 348.99
06/02/2020	C Ede	Insurance reimbursement - staff personal property stolen at BPLC	\$ 1,118.00
06/02/2020	R Whinnen	Insurance reimbursement - staff personal property stolen at BPLC	\$ 938.95
06/02/2020	B Walters	Insurance reimbursement - staff personal property stolen at BPLC	\$ 39.99
06/02/2020	M J Owen	Refund of infrastructure bond	\$ 3,000.00
06/02/2020	Primesite Developments Pty Ltd	Refund of infrastructure bond	\$ 1,000.00
06/02/2020	C A & L G Burns	Refund of infrastructure bond	\$ 1,000.00
06/02/2020	A Leach	Refund of infrastructure bond	\$ 3,000.00
06/02/2020	C J Fogarty	Part refund of dog registration	\$ 150.00
06/02/2020	The Raptor Trust	Educational display with birds of prey - Library	\$ 450.00
06/02/2020	Aline Brick Paving	Brick paving services - various locations	\$ 11,528.00
06/02/2020	Alinta Energy	Electricity and gas charges - various locations	\$ 1,857.55
06/02/2020	BOC Limited	Medical oxygen supplies	\$ 64.88
06/02/2020	Landgate	Land enquiries and gross rental valuations for interims	\$ 527.46
06/02/2020	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 5,872.24
06/02/2020	Line Marking Specialists	Line marking services - various locations	\$ 20,622.80
06/02/2020	LO-GO Appointments	Temporary staff - Waste	\$ 7,763.14
06/02/2020	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 732.49
06/02/2020	Mindarie Regional Council	Processable and non processable waste	\$ 120,895.23
06/02/2020	Pro Turf Services	Plant repairs and maintenance	\$ 3,876.73
06/02/2020	Running Bare Australia Pty Ltd	Merchandise - BPLC	\$ 987.25
06/02/2020	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$ 2,807.08
06/02/2020	Sigma Chemicals	Pool chemicals and pool equipment repairs - BPLC	\$ 11,080.06
06/02/2020	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 1,860.10
06/02/2020	Sportsworld Of WA	Merchandise - BPLC	\$ 974.05
06/02/2020	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 81.80
06/02/2020	Turfmaster Facility Management	Turf maintenance (Leederville Oval) and weed control program (City wide)	\$ 48,170.49
06/02/2020	Water Corporation	Water charges - various locations	\$ 2,483.62
06/02/2020	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Rangers	\$ 994.46
06/02/2020	Ausrecord	Box file supplies - Records	\$ 172.70
06/02/2020	Rentokil Initial Pty Ltd	Pest control services - BPLC	\$ 1,959.31
06/02/2020	St John Ambulance Western Australia Ltd	Supply of defibrillator pads - BPLC	\$ 91.99

Date	Payee	Description	Amount
06/02/2020	European Foods Wholesalers Pty Ltd	Beatty Park Café supplies	\$ 1,381.54
06/02/2020	The Royal Life Saving Society Western Australia Inc	Watch around water wristbands and pull up banner - BPLC	\$ 907.50
06/02/2020	Sam's Repairs & Maintenance	Install bike rack - Bulwer Street	\$ 145.20
06/02/2020	KS Black Pty Ltd	Electrical works - various locations	\$ 11,805.87
06/02/2020	Northshore Unit Inc. - SES	FESA contribution - 3rd quarter	\$ 16,096.57
06/02/2020	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 3,087.49
06/02/2020	Scitech Discovery Centre	Science program - North Perth Common	\$ 450.00
06/02/2020	RPG Auto Electrics	Plant repairs and maintenance	\$ 1,157.37
06/02/2020	E Bentley	Expense reimbursement - Les Mills workshop and digital kits	\$ 142.55
06/02/2020	West Australian Newspapers Limited	Newspapers for resale - BPLC	\$ 228.12
06/02/2020	Orbit Health & Fitness Solutions Pty Ltd	Gym equipment repairs - BPLC	\$ 124.50
06/02/2020	City of Stirling	Green waste tipping fees	\$ 1,635.40
06/02/2020	Winc Australia Pty Ltd	Office supplies and consumables	\$ 2,149.86
06/02/2020	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Recreation Centre	\$ 128.70
06/02/2020	Canon Australia Pty Ltd	Supply of toner	\$ 372.90
06/02/2020	Woodlands Distributors & Agencies Pty Ltd	Supply of compostable dog waste bags	\$ 7,319.40
06/02/2020	J & K Hopkins	Office furniture supplies - Admin	\$ 1,774.00
06/02/2020	Chittering Valley Worm Farm	Worms and castings	\$ 330.00
06/02/2020	Cleanaway	Recycling contract	\$ 58,307.00
06/02/2020	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance - BPLC	\$ 610.94
06/02/2020	Kerbing West	Kerbing services - Chelmsford Road	\$ 542.30
06/02/2020	Downer EDI Engineering Power Pty Ltd	Relocation of CCTV - Oxford/Newcastle Street	\$ 23,971.20
06/02/2020	Dial-A-Nappy	Merchandise - BPLC	\$ 260.00
06/02/2020	Academy Services WA Pty Ltd	Cleaning services and cleaning materials - various locations	\$ 42,706.84
06/02/2020	Loton Park Tennis Club	Donation - Vincent Cup 2020	\$ 500.00
06/02/2020	West-Sure Group Pty Ltd	Cash collection services - parking (2 months)	\$ 6,223.64
06/02/2020	Blackwoods	Hardware supplies - Depot	\$ 1,003.05
06/02/2020	Tom Lawton - Bobcat Hire	Tipping fees for verges	\$ 1,815.00
06/02/2020	Flexi Staff Pty Ltd	Temporary staff - Parks - various staff	\$ 19,624.15
06/02/2020	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 4,680.50
06/02/2020	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$ 11,617.17
06/02/2020	Officeworks Ltd	Office supplies and consumables	\$ 33.18
06/02/2020	Totally Workwear	Uniform supplies - various departments	\$ 3,351.26
06/02/2020	Repco	Auto part supplies	\$ 78.10
06/02/2020	Workwear Group Pty Ltd	Uniform supplies - various departments	\$ 2,210.05
06/02/2020	Jack Lockers	Locker hire - BPLC	\$ 1,801.00
06/02/2020	Downer EDI Works Pty Ltd	Pavement marking and signing - William Street two way project	\$ 36,357.15
06/02/2020	Kleen West Distributors	Cleaning supplies - degreaser	\$ 396.00
06/02/2020	Lion Dairy and Drinks (LD&D) Australia Pty Ltd	Milk supplies - various departments	\$ 272.81

Date	Payee	Description	Amount
06/02/2020	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 3,115.95
06/02/2020	Devco Builders	Maintenance and repairs - various locations	\$ 173,239.64
06/02/2020	City of South Perth	Animal care facility occupancy cost 2019/20	\$ 1,500.00
06/02/2020	Australian HVAC Services Pty Ltd	Air-conditioning maintenance and repairs - various locations	\$ 731.24
06/02/2020	T&H Wilkes Pty Ltd	Gravel supplies	\$ 2,475.00
06/02/2020	Eric Hood Pty Ltd	Painting services - Library	\$ 24,618.00
06/02/2020	MizCo	Air conditioning maintenance and repairs - DSR	\$ 374.00
06/02/2020	Quality Press	Printing services - various departments	\$ 2,532.52
06/02/2020	Scarboro Motors Pty Ltd	Vehicle service and repairs	\$ 242.22
06/02/2020	Department of Transport	Vehicle ownership searches	\$ 935.00
06/02/2020	Shop for Shops	Tag supplies - BPLC	\$ 72.40
06/02/2020	iSubscribe Pty Ltd	Library magazine subscriptions	\$ 838.54
06/02/2020	McIntosh & Son WA	Plant repairs and maintenance	\$ 28.82
06/02/2020	Hart Sport	Supply of whistles and lanyards - BPLC	\$ 245.90
06/02/2020	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 1,299.79
06/02/2020	APARC	Supply of ticket rolls for the ticket issuing machines	\$ 7,150.00
06/02/2020	Red Spear Pty Ltd	Welcome to Country - Citizenship ceremony	\$ 550.00
06/02/2020	Analytical Reference Laboratory (WA) Pty Ltd	Lead paint testing	\$ 33.00
06/02/2020	Enviroblast Cannington	Pressure cleaning services	\$ 220.00
06/02/2020	C Wood Distributors	Beatty Park Café supplies	\$ 1,258.67
06/02/2020	Chindarsi Architects	Design advisory fee	\$ 440.00
06/02/2020	CCA Productions	PA hire - Citizenship ceremony	\$ 550.00
06/02/2020	Regents Commercial	Rent and variable outgoings - Barlee Street car park	\$ 12,098.48
06/02/2020	Compu-Stor	Records digitisation and off-site storage	\$ 12,544.73
06/02/2020	Yoshino Sushi	Beatty Park Café supplies	\$ 452.32
06/02/2020	Centropak	Beatty Park Café supplies	\$ 1,564.99
06/02/2020	St Patrick's Day WA Inc	St Patricks Day funding 2020 - part payment	\$ 5,000.00
06/02/2020	Worldwide East Perth	Printing services - business cards for various departments	\$ 1,287.00
06/02/2020	Anna Cappelletta	Fitness instructor fees	\$ 421.89
06/02/2020	Soundtown	PA system repairs and accessories - BPLC	\$ 431.00
06/02/2020	Alerton Australia	Building management system control contract - BPLC	\$ 2,131.80
06/02/2020	Unicare Health	Disability hoist repairs - BPLC	\$ 17.60
06/02/2020	Rawlicious Delights	Beatty Park Café supplies	\$ 338.80
06/02/2020	Synergy	Electricity and gas charges - various locations	\$ 27,580.02
06/02/2020	Marketforce Pty Ltd	Advertising services - various departments	\$ 7,419.78
06/02/2020	Wilson Security	Security services - Loftus Recreation Centre	\$ 99.00
06/02/2020	Michael Page International Australia Pty Limited	Temporary staff - IT	\$ 953.58
06/02/2020	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 30,294.00
06/02/2020	Vendpro	Vending machine hire - BPLC	\$ 117.70

Date	Payee	Description	Amount
06/02/2020	IAP2 Australasia	Staff training - Engagement methods	\$ 1,100.00
06/02/2020	News Limited	Newspaper subscription - Library	\$ 624.01
06/02/2020	MessageMedia	SMS integrating for Phoenix	\$ 141.57
06/02/2020	Courtney Hahipene	Fitness instructor fees	\$ 180.87
06/02/2020	Jean-Paul Barbier	Fitness instructor fees	\$ 356.00
06/02/2020	Innovations Catering	Catering services - Film project pre production workshop	\$ 340.00
06/02/2020	Wheeler's Books	Library books	\$ 9.59
06/02/2020	Institute of Public Administration Australia WA	Staff training - Generating public value through risk based regulation	\$ 77.00
06/02/2020	Stephen Carrick Architects Pty Ltd	Heritage advice - 452-460 William Street, Perth	\$ 440.00
06/02/2020	Window Shading Solutions Pty Ltd	Supply and install blinds - North Perth Town Hall	\$ 1,302.00
06/02/2020	AWB Building Co.	Plumbing services - various locations	\$ 1,395.05
06/02/2020	Boyan Electrical Services	Electrical services - various locations	\$ 11,943.03
06/02/2020	Apollo Plumbing and Gas Pty Ltd	Plumbing services - BPLC	\$ 63,943.15
06/02/2020	Design Right Pty Ltd	Design services - various locations	\$ 15,400.00
06/02/2020	Brownes Foods Operations Pty Ltd	Beatty Park Café supplies	\$ 1,321.05
06/02/2020	Unilever Australia Ltd	Beatty Park Café supplies	\$ 4,274.19
06/02/2020	StrataGreen	Garden equipment supplies - soil sampler	\$ 305.46
06/02/2020	Nightlife Music Pty Ltd	Crowd DJ - BPLC	\$ 518.76
06/02/2020	Noma Pty Ltd	Design advisory fee	\$ 440.00
06/02/2020	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 1,684.32
06/02/2020	Information Proficiency	HPE Content Manager support	\$ 880.00
06/02/2020	Cirrus Networks	Cisco UC software upgrade	\$ 9,009.00
06/02/2020	SJR Civil Consulting Pty Ltd	Consultancy services - costing Florence/Carr Street cycle project	\$ 2,112.00
06/02/2020	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 152.90
06/02/2020	PeopleSense by Altius	Counselling services	\$ 3,283.50
06/02/2020	Atmos Foods Pty Ltd	Beatty Park Café supplies	\$ 237.60
06/02/2020	KP Electric (Australia) Pty Ltd	Electrical services - Menzies Park Pavilion	\$ 623.70
06/02/2020	New Dimension Mechanical Services	Cool room and freezer room maintenance - BPLC	\$ 1,259.50
06/02/2020	Stott Hoare	Supply of iPad and docking station	\$ 2,435.40
06/02/2020	Securus	Security services - various locations	\$ 499.72
06/02/2020	Teena Smith	Fitness instructor fees	\$ 140.00
06/02/2020	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 9,103.14
06/02/2020	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Supply, install and remove traffic control products - various locations	\$ 2,176.90
06/02/2020	Powerlux WA	Supply and install LED solar lights - Leake Street; tree and signage lighting - Beaufort Street	\$ 41,759.53
06/02/2020	Element Advisory Pty Ltd	Advisory services - Beaufort Street vacancy project	\$ 2,310.00
06/02/2020	A Duckworth-Smith	Design advisory fee	\$ 400.00
06/02/2020	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 2,692.10
06/02/2020	K Harcus	Fitness instructor fees	\$ 720.00

Date	Payee	Description	Amount
06/02/2020	B Fiebig	Fitness instructor fees	\$ 113.68
06/02/2020	J Calpak	Rates refund - overpayment, due to processing of rebate	\$ 477.29
06/02/2020	Mandurah PA Hire	Hire of cinema package - Outdoor movie event	\$ 1,522.40
06/02/2020	Connect Call Centre Services	After hours calls service	\$ 1,940.68
06/02/2020	S Patchett	Fitness instructor fees	\$ 360.00
06/02/2020	Gifts Mate Pty Ltd	Australian and Aboriginal flag pins - Citizenship ceremony	\$ 541.75
06/02/2020	Cleansweep WA	Hire of road sweepers - various locations	\$ 1,237.50
06/02/2020	The Trustee for Fergco Family Super Fund	Superannuation	\$ 2,881.11
06/02/2020	The Trustee for Guild Retirement Fund	Superannuation	\$ 830.86
06/02/2020	SuperChoice Services Pty Ltd	Superannuation	\$ 321,316.96
07/02/2020	Mercer Spectrum	Superannuation	\$ 10,611.25
10/02/2020	Smartsalary Pty Limited	Payroll deduction	\$ 1,416.60
10/02/2020	Australian Services Union	Payroll deduction	\$ 310.80
10/02/2020	Child Support Agency	Payroll deduction	\$ 1,571.83
10/02/2020	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
10/02/2020	City of Vincent	Payroll deduction	\$ 1,171.62
10/02/2020	City of Vincent Staff Social Club	Payroll deduction	\$ 530.00
10/02/2020	Depot Social Club	Payroll deduction	\$ 64.00
10/02/2020	Health Insurance Fund of WA	Payroll deduction	\$ 260.60
11/02/2020	Australian Taxation Office	Payroll deduction	\$ 198,025.00
14/02/2020	Cr Ashley Wallace	Council meeting fee	\$ 1,935.83
14/02/2020	Cr Sally Smith	Council meeting fee	\$ 1,935.83
14/02/2020	Cr J Topelberg	Council meeting fee	\$ 1,935.83
14/02/2020	Mayor E Cole	Council meeting fee	\$ 7,875.25
14/02/2020	Cr D Loden	Council meeting fee	\$ 1,935.83
14/02/2020	Cr S Gontaszewski	Council meeting fee	\$ 3,255.70
14/02/2020	Cr J Hallett	Council meeting fee	\$ 1,935.83
14/02/2020	Cr A Castle	Council meeting fee	\$ 1,935.83
14/02/2020	Cr J Fotakis	Council meeting fee	\$ 1,935.83
18/02/2020	M Slater	Fitness instructor fees	\$ 120.58
18/02/2020	Eclipse Soils Pty Ltd	Supply of mulch	\$ 8,580.00
18/02/2020	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	\$ 653.66
18/02/2020	Print and Sign Co	Printing services - various departments	\$ 2,916.10
18/02/2020	A Austin	Fitness instructor fees	\$ 56.84
18/02/2020	BikeWise	Community bicycle checks - North Perth Common	\$ 330.00
18/02/2020	Select Fresh	Beatty Park Café supplies	\$ 240.52
18/02/2020	BDO Advisory (WA) Pty Ltd	Consultancy services - Risk management register	\$ 1,785.00
18/02/2020	Atelier JV (Aust)	Facade site inspection and design work - BPLC	\$ 1,182.50
18/02/2020	YogaNut	Fitness instructor fees	\$ 60.00

Date	Payee	Description	Amount
18/02/2020	D Dama	Fitness instructor fees	\$ 170.52
18/02/2020	Renew Property Maintenance	Clearing rights of way and associated tipping fees - various locations	\$ 6,583.50
18/02/2020	My Ride Perth Central	Supply of bike locks	\$ 359.60
18/02/2020	Mazami Pty Ltd	Speaker fee - Health talk	\$ 525.00
18/02/2020	IRP Pty Ltd	Temporary staff - Waste	\$ 2,281.13
18/02/2020	First Choice Electrics	Power supply for Beaufort Street CCTV upgrade	\$ 770.00
18/02/2020	The Athlete's Foot Australia	Uniform supplies - Rangers	\$ 179.99
18/02/2020	The BBQ Man	Bin, BBQ and pressure cleaning services - various locations	\$ 5,942.36
18/02/2020	Media Equation Pty Ltd	Migration of assets and data for Local History image library	\$ 1,650.00
18/02/2020	Appollo Property Group	Cleaning services - BPLC	\$ 726.00
18/02/2020	M Zirino	Refund of infrastructure bond	\$ 3,000.00
18/02/2020	Silkroads Inc	Calligraphy services - Lunar New Year event	\$ 1,416.20
18/02/2020	Pizzetta Bar	Catering services - BPLC	\$ 180.00
18/02/2020	Driver Risk Management Pty Ltd	Driver assessment training	\$ 220.00
18/02/2020	Natalie Tinecheff	Rates refund - overpayment	\$ 666.06
18/02/2020	Active Property Services Au	Rates refund - overpayment	\$ 448.55
18/02/2020	C S Goucke	Refund of parking permit	\$ 28.00
18/02/2020	R Chillemi	Part refund of dog registration	\$ 150.00
18/02/2020	C Chambers	Refund of crossover bond	\$ 275.00
18/02/2020	J Larner	Crossover subsidy	\$ 346.00
18/02/2020	The Owners of SP54731	Refund of infrastructure bond	\$ 1,000.00
18/02/2020	D K Morrison	Refund of infrastructure bond	\$ 1,000.00
18/02/2020	F Lipari	Refund of infrastructure bond	\$ 3,000.00
18/02/2020	Haven Construction (WA) Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
18/02/2020	Q Nguyen	Part refund of Beatty Park Leisure Centre fees	\$ 73.60
18/02/2020	Moore Stephens (WA) Pty Ltd As Agent	Staff training - Budget and FBT workshops	\$ 2,387.00
18/02/2020	Aline Brick Paving	Brick paving services - Newcastle/Robinson Street	\$ 3,756.50
18/02/2020	Australia Post (Agency Commission)	Commission charges	\$ 868.22
18/02/2020	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 4,846.73
18/02/2020	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 2,794.13
18/02/2020	Line Marking Specialists	Line marking services - various locations	\$ 846.94
18/02/2020	LO-GO Appointments	Temporary staff - various departments	\$ 6,834.72
18/02/2020	Major Motors Pty Ltd	Purchase of truck	\$ 235,805.70
18/02/2020	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 13,224.20
18/02/2020	Mindarie Regional Council	Processable and non processable waste	\$ 59,574.95
18/02/2020	Civica Pty Limited	Software licence upgrade - BIS	\$ 3,449.45
18/02/2020	Sportsworld Of WA	Merchandise - BPLC	\$ 2,965.60
18/02/2020	Tabata Australia Pty Ltd	Merchandise - BPLC	\$ 344.76
18/02/2020	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 812.76

Date	Payee	Description	Amount
18/02/2020	City of Vincent Staff Social Club	Expense reimbursement - costs incurred for Bullshit workshop	\$ 505.60
18/02/2020	Turfmaster Facility Management	Turf maintenance - Leederville Oval	\$ 9,116.25
18/02/2020	Water Corporation	Water charges - various locations	\$ 9,128.17
18/02/2020	Zipform	Rates notices 19/20 - 4th instalment	\$ 8,048.41
18/02/2020	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - various departments	\$ 3,341.92
18/02/2020	European Foods Wholesalers Pty Ltd	Beatty Park Café supplies	\$ 699.62
18/02/2020	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain; repairs and maintenance - Hyde Park water playground	\$ 8,200.59
18/02/2020	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 6,908.00
18/02/2020	Total Packaging WA Pty Ltd	Supply of bin liners	\$ 4,259.20
18/02/2020	TJ Depiazzi & Sons	Supply of mulch	\$ 3,259.85
18/02/2020	WALGA	Councillor and Mayoral training - various courses	\$ 3,490.00
18/02/2020	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$ 33,118.39
18/02/2020	KS Black Pty Ltd	Electrical works - Leederville Oval	\$ 707.03
18/02/2020	Local Government Professionals Australia WA	Staff training - Finance for non financial people	\$ 320.00
18/02/2020	Les Mills Asia Pacific	Licence fees for fitness classes	\$ 1,610.46
18/02/2020	Metro Count	Supply of traffic counter equipment	\$ 250.80
18/02/2020	My Best Friend Veterinary Centre	Vet services	\$ 1,580.32
18/02/2020	Award Contracting	Locating services - Charles Veryard Reserve	\$ 1,045.00
18/02/2020	BCITF Building & Construction Industry Training	Levy collection	\$ 5,827.54
18/02/2020	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$ 10,566.85
18/02/2020	JR & A Hersey Pty Ltd	Supply of timber pegs	\$ 1,164.90
18/02/2020	Shade Experience	Shade sail repairs - Britannia Reserve	\$ 2,310.00
18/02/2020	West Australian Newspapers Limited	Newspapers for resale - BPLC	\$ 690.08
18/02/2020	Advanced Spatial Technologies Pty Ltd	Renewal of AutoCAD and map subscription	\$ 8,343.50
18/02/2020	Orbit Health & Fitness Solutions Pty Ltd	Gym equipment supplies - BPLC	\$ 397.61
18/02/2020	City of Stirling	Meals on Wheels	\$ 528.50
18/02/2020	Winc Australia Pty Ltd	Office supplies and consumables	\$ 163.35
18/02/2020	Aquawellbeing.com	Fitness instructor fees	\$ 585.00
18/02/2020	Western Resource Recovery Pty Ltd	Grease trap maintenance - various locations	\$ 789.58
18/02/2020	Rawlinsons (WA)	Cost estimate report - Royal Park Hall refurbishment	\$ 1,760.00
18/02/2020	J & K Hopkins	Furniture supplies - Depot	\$ 3,500.00
18/02/2020	ATI-Mirage	Staff training - Microsoft Project	\$ 405.00
18/02/2020	Department of Communities	Part refund of private property car park registration	\$ 83.25
18/02/2020	Trisley's Hydraulic Services Pty Ltd	Water treatment - BPLC	\$ 594.00
18/02/2020	Asphalttech Pty Ltd	Asphalt supplies	\$ 150.02
18/02/2020	Kerbing West	Kerbing services - various locations	\$ 6,113.97
18/02/2020	West-Sure Group Pty Ltd	Cash collection services - various locations	\$ 3,978.32
18/02/2020	Blackwoods	Hardware supplies - Depot	\$ 612.40

Date	Payee	Description	Amount
18/02/2020	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 11,641.30
18/02/2020	SAI Global Pty Limited	Annual online standards subscription renewal	\$ 2,835.80
18/02/2020	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 40,832.79
18/02/2020	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 10,103.50
18/02/2020	Officeworks Ltd	Office supplies and consumables	\$ 154.00
18/02/2020	Totally Workwear	Uniform supplies - Operations	\$ 180.00
18/02/2020	Alsco Pty Ltd	Towel and mat supplies - various locations	\$ 1,430.79
18/02/2020	ATF Services Pty Ltd	Security fence - Cheriton Street	\$ 144.21
18/02/2020	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 1,309.00
18/02/2020	Rockwater Pty Ltd	Geothermal monitoring review - BPLC	\$ 1,869.18
18/02/2020	Cardno (WA) Pty Ltd	Professional services - COV integrated transport plan	\$ 44,000.00
18/02/2020	Subaru Osborne Park	Vehicle service and repairs	\$ 2,587.25
18/02/2020	Specialty Timber Flooring WA	Floor resurfacing - various locations	\$ 10,780.00
18/02/2020	Massey's Herd	Milk supplies - Depot	\$ 517.65
18/02/2020	Manheim Pty Ltd	Towing services	\$ 594.00
18/02/2020	Artery Media Solutions	Removal of eco Christmas tree sculpture	\$ 759.00
18/02/2020	Adelphi Apparel	Uniform supplies - Rangers	\$ 110.00
18/02/2020	Lion Dairy and Drinks (LD&D) Australia Pty Ltd	Milk supplies - various departments	\$ 100.22
18/02/2020	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 4,684.30
18/02/2020	Devco Builders	Maintenance and repairs - various locations	\$ 141,830.81
18/02/2020	Australian HVAC Services Pty Ltd	Air-conditioning maintenance and repairs - various locations	\$ 3,648.70
18/02/2020	North Perth Cricket Club	Rates refund - overpayment, due to change in bin levies	\$ 379.50
18/02/2020	Quality Press	Printing services - waste brochures	\$ 1,991.86
18/02/2020	Department of Transport	Vehicle ownership searches	\$ 4,182.00
18/02/2020	Blue Heeler Trading	Uniform supplies - BPLC	\$ 1,335.07
18/02/2020	Sean Cappeau	Installation of stickers on signage - HBF Park	\$ 1,224.00
18/02/2020	Action Asbestos Removals	Asbestos removal services	\$ 858.00
18/02/2020	Beaufort Street Network Inc.	Event sponsorship - Festival funding	\$ 2,155.25
18/02/2020	APARC	Central management system, software licensing and meter maintenance	\$ 62,079.43
18/02/2020	Atom Supply	Hardware supplies - Depot	\$ 575.71
18/02/2020	C Wood Distributors	Beatty Park Café supplies	\$ 603.90
18/02/2020	Christou Nominees Pty Ltd	Design advisory fee	\$ 550.00
18/02/2020	IRIS Consulting Group Pty Ltd	Staff training - Records and archives management workshops	\$ 885.00
18/02/2020	Turf Developments (WA) Pty Ltd	Turf maintenance - various locations	\$ 1,633.50
18/02/2020	RTRfm 92.1	Festival & event sponsorship - Neon Picnic	\$ 4,400.00
18/02/2020	Regents Commercial	Variable outgoings - Barlee Street car park	\$ 3,204.82
18/02/2020	Compu-Stor	Records digitisation and off-site storage	\$ 614.79
18/02/2020	Yoshino Sushi	Beatty Park Café supplies	\$ 190.30
18/02/2020	Centropak	Beatty Park Café supplies	\$ 404.32

Date	Payee	Description	Amount
18/02/2020	Worldwide East Perth	Printing services - 'With compliments' slips	\$ 202.00
18/02/2020	Raymond Sleeman	Fitness instructor fees	\$ 284.20
18/02/2020	Garage Sale Trail Foundation Ltd	Garage sale trail membership fee 2020	\$ 6,417.40
18/02/2020	Anna Cappelletta	Fitness instructor fees	\$ 602.70
18/02/2020	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 2,319.90
18/02/2020	Rainbird Australia Pty Ltd	Central control irrigation system plan	\$ 4,614.50
18/02/2020	Mount Hawthorn Hub Inc	Town team grant - Social media marketing initiative	\$ 4,900.00
18/02/2020	North Perth Community Garden	Expense reimbursement - electricity service charge	\$ 85.38
18/02/2020	Rawlicious Delights	Beatty Park Café supplies	\$ 296.45
18/02/2020	Synergy	Electricity and gas charges - various locations	\$ 85,445.17
18/02/2020	CS Legal	Debt recovery services	\$ 428.14
18/02/2020	Marketforce Pty Ltd	Advertising services - various departments	\$ 3,567.48
18/02/2020	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 14,256.00
18/02/2020	Vendpro	Vending machine hire - BPLC	\$ 235.40
18/02/2020	Source Foods	Catering services - Council briefing	\$ 302.00
18/02/2020	IAP2 Australasia	Staff training - Engagement methods	\$ 1,100.00
18/02/2020	OSH Group Pty Ltd	Fitness for work report	\$ 1,562.96
18/02/2020	Karen Grant	Fitness instructor fees	\$ 361.74
18/02/2020	Charmaine Amanda Magness	Fitness instructor fees	\$ 625.24
18/02/2020	Courtney Hahipene	Fitness instructor fees	\$ 120.58
18/02/2020	Flex Fitness Equipment	Supply of fitness equipment - BPLC	\$ 180.00
18/02/2020	S & A Smash Repairs	Insurance excess	\$ 500.00
18/02/2020	Innovations Catering	Catering services - Council meeting	\$ 532.00
18/02/2020	Subthermal	Engineering consultancy - BPLC	\$ 8,745.00
18/02/2020	AWB Building Co.	Plumbing services - various locations	\$ 27,639.22
18/02/2020	Work Metrics Pty Ltd	Online inductions - BPLC	\$ 110.00
18/02/2020	Tree Amigos	Street trees and parks pruning/removal - various locations	\$ 2,957.69
18/02/2020	Colleagues Nagels	Integrated transferable parking permits	\$ 187.27
18/02/2020	Minter Ellison	Legal services - General employment matters	\$ 1,159.40
18/02/2020	Boyan Electrical Services	Electrical services - various locations	\$ 2,702.60
18/02/2020	Domain Catering Pty Ltd	Catering services	\$ 185.00
18/02/2020	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 372.00
18/02/2020	Brownes Foods Operations Pty Ltd	Beatty Park Café supplies	\$ 1,484.77
18/02/2020	Ip Khalsa Pty Ltd	Mail delivery service	\$ 173.32
18/02/2020	Nordic Fitness Equipment	Cleaning wipes for gym	\$ 492.00
18/02/2020	Unilever Australia Ltd	Beatty Park Café supplies	\$ 2,497.22
18/02/2020	Yolande Gomez	Fitness instructor fees	\$ 90.00
18/02/2020	Elyse Amy Johnstone	Fitness instructor fees	\$ 748.40
18/02/2020	Australia Post	Postage charges	\$ 4,888.66

Date	Payee	Description	Amount
18/02/2020	Lindsay Miles	Workshop - Working towards zero waste	\$ 600.00
18/02/2020	Noma Pty Ltd	Design advisory fee	\$ 440.00
18/02/2020	The Owners of Musbury Terrace	Reimbursement from heritage assistance fund	\$ 5,000.00
18/02/2020	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 1,684.32
18/02/2020	Information Proficiency	HPE Content Manager support	\$ 3,410.00
18/02/2020	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 107.80
18/02/2020	PeopleSense by Altius	Mediation services	\$ 962.50
18/02/2020	Atmos Foods Pty Ltd	Beatty Park Café supplies	\$ 237.60
18/02/2020	Penterpaper	Copy writing - Visit Perth website	\$ 1,200.00
18/02/2020	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 732.05
18/02/2020	New Dimension Mechanical Services	Air conditioning maintenance - BPLC	\$ 2,915.00
18/02/2020	Janet Verburg	Fitness instructor fees	\$ 236.84
18/02/2020	Teena Smith	Fitness instructor fees	\$ 280.00
18/02/2020	Bryant Creative	Chalkboard updates for cafe - BPLC	\$ 227.50
18/02/2020	Lets Go Kids WA	Printing services - vouchers for BPLC	\$ 1,210.00
18/02/2020	Frostbland Pty Ltd	Merchandise - BPLC	\$ 917.68
18/02/2020	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 10,011.12
18/02/2020	Signbiz WA Pty Ltd	Sign supplies - Mt Hawthorn Main Hall	\$ 231.00
18/02/2020	Daniel Bullen	Fitness instructor fees	\$ 1,670.24
18/02/2020	A Lazarus	Fitness instructor fees	\$ 56.84
18/02/2020	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling - two months	\$ 1,485.00
18/02/2020	Powerlux WA	Supply and install solar lights - Clarence Street	\$ 7,840.80
18/02/2020	Ausblue Pty Ltd	Ad blue supplies - additive to reduce truck carbon	\$ 950.40
18/02/2020	K Roach	Fitness instructor fees	\$ 215.52
18/02/2020	Cormac Cashen	Fitness instructor fees	\$ 738.92
18/02/2020	AMS Installation & Maintenance Solutions WA	Plant room control and network modification - BPLC	\$ 3,982.00
18/02/2020	DND Building Co Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
18/02/2020	K Harcus	Fitness instructor fees	\$ 240.00
18/02/2020	B Fiebig	Fitness instructor fees	\$ 113.68
18/02/2020	M G Jajko	Fitness instructor fees	\$ 56.84
18/02/2020	S Byford	Maintenance of public artwork - William Street	\$ 3,687.00
18/02/2020	Pixel Poetry	Photography services - Citizenship ceremony	\$ 800.00
18/02/2020	S Patchett	Fitness instructor fees	\$ 315.00
18/02/2020	Northbridge Common Incorporated	Event sponsorship - Lunar lantern festival	\$ 7,315.00
26/02/2020	Australian Taxation Office	Payroll deduction	\$ 190,076.00
26/02/2020	Smartsalary Pty Limited	Payroll deduction	\$ 1,416.60
26/02/2020	Australian Services Union	Payroll deduction	\$ 284.90
26/02/2020	Child Support Agency	Payroll deduction	\$ 1,571.83
26/02/2020	L.G.R.C.E.U.	Payroll deduction	\$ 20.50

Date	Payee	Description	Amount
26/02/2020	City of Vincent	Payroll deduction	\$ 1,144.99
26/02/2020	City of Vincent Staff Social Club	Payroll deduction	\$ 522.00
26/02/2020	Depot Social Club	Payroll deduction	\$ 64.00
26/02/2020	Health Insurance Fund of WA	Payroll deduction	\$ 260.60
28/02/2020	M Slater	Fitness instructor fees	\$ 120.58
28/02/2020	Natale Group Australia Pty Ltd	Security services - BPLC	\$ 363.00
28/02/2020	Antonelli Investments Pty Ltd T/as Vision One Home	Refund of infrastructure bond	\$ 3,000.00
28/02/2020	Cleantex Pty Ltd	Washroom consumables - Admin	\$ 322.17
28/02/2020	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	\$ 762.37
28/02/2020	Print and Sign Co	Printing services - various departments	\$ 1,372.71
28/02/2020	Expo Signage and Digital Pty Ltd	Printing services - BPLC	\$ 1,758.36
28/02/2020	G Loo	Lantern decorating workshop - Lunar New Year	\$ 1,225.00
28/02/2020	Select Fresh	Beatty Park Café supplies	\$ 425.05
28/02/2020	YogaNut	Fitness instructor fees	\$ 180.00
28/02/2020	Diversity Cleaning Services Pty Ltd	Window cleaning services - BPLC	\$ 1,265.00
28/02/2020	Tama Management Consulting	Consultancy - Services and place review projects	\$ 10,450.00
28/02/2020	Karri Real Estate	Parking revenue distribution - 3 months	\$ 27,366.44
28/02/2020	D Dama	Fitness instructor fees	\$ 56.84
28/02/2020	Ultimo Catering & Events Pty Ltd	Catering services - Council meeting, Council briefing and TPRC dinner	\$ 1,078.00
28/02/2020	HFM Asset Management	Building energy efficiency certificate - DLGSC	\$ 6,166.94
28/02/2020	IRP Pty Ltd	Temporary staff - Waste	\$ 6,387.16
28/02/2020	K Ridley	Photography services - Beaufort Street town centre	\$ 1,000.00
28/02/2020	Appollo Property Group	Cleaning services - BPLC	\$ 2,310.00
28/02/2020	Football West	Refund for cancelled booking	\$ 144.00
28/02/2020	Rubis Group Pty Ltd	Donation - Pride Queer Film Festival	\$ 500.00
28/02/2020	Stephen Searle	Trio performance prior to screening of Coco	\$ 450.00
28/02/2020	W Tait	Booking fee for band - screening of Coco	\$ 50.00
28/02/2020	Vital Power	Supply and install CCTV power circuit and power point	\$ 715.00
28/02/2020	Macroplan Holdings Pty Ltd	Peer review of RSA assessment	\$ 8,800.00
28/02/2020	Michael Johnson & Co	Rates refund - overpayment	\$ 833.56
28/02/2020	Nilsen (WA) Pty Ltd	Install power point for COV CCTV cameras	\$ 572.94
28/02/2020	T J Pal	Rates refund - overpayment, due to seniors rebate	\$ 80.73
28/02/2020	J Chown	Part refund of Beatty Park Leisure Centre fees	\$ 437.90
28/02/2020	G J Harman	Rates refund - overpayment	\$ 70.00
28/02/2020	Dr Dru Daniels	Employee medical assessment	\$ 490.00
28/02/2020	V Farrell	Refund of parking permits	\$ 252.00
28/02/2020	P W Sharp	Refund of infrastructure bond	\$ 3,000.00
28/02/2020	K A Pentland	Refund of infrastructure bond	\$ 1,000.00
28/02/2020	D Strickland	Refund of infrastructure bond	\$ 750.00

Date	Payee	Description	Amount
28/02/2020	T Burke	Refund of infrastructure bond	\$ 1,000.00
28/02/2020	Peak Construction and Developments Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
28/02/2020	M J Allen	Rates refund - overpayment, due to seniors rebate	\$ 303.27
28/02/2020	A Garnett	Cultural kickstart grant - Drip urban art program	\$ 2,500.00
28/02/2020	L A Irvine	Rates refund - overpayment	\$ 1,713.49
28/02/2020	The Dyslexia-Speld Foundation WA Inc	Community funding grant - Cultural Kicks	\$ 2,500.00
28/02/2020	Oceanic Construction (WA) Pty Ltd	Refund of crossover bond	\$ 2,275.00
28/02/2020	S R Henry	Refund of infrastructure bond	\$ 1,000.00
28/02/2020	M L Sinclair	Part refund of Beatty Park Leisure Centre fees	\$ 105.18
28/02/2020	G M Groote	Refund of dog registrations	\$ 200.00
28/02/2020	K S Lau	Part refund of Beatty Park Leisure Centre fees	\$ 606.00
28/02/2020	Aline Brick Paving	Brick paving services - Charles/Albert Street	\$ 5,665.00
28/02/2020	Bunnings Trade	Hardware supplies - various departments	\$ 1,265.15
28/02/2020	BOC Limited	Medical oxygen supplies	\$ 902.33
28/02/2020	City Of Perth	BA archive retrievals	\$ 145.87
28/02/2020	Landgate	Land enquiries and gross rental valuations for interims	\$ 895.76
28/02/2020	Inner City Newsagency	Newspaper delivery - Library	\$ 16.48
28/02/2020	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 10,467.67
28/02/2020	Line Marking Specialists	Line marking services - various locations	\$ 10,433.50
28/02/2020	LO-GO Appointments	Temporary staff - Waste	\$ 4,342.36
28/02/2020	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 6,725.87
28/02/2020	Major Motors Pty Ltd	Supply of vehicle seat covers	\$ 287.29
28/02/2020	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 17,265.05
28/02/2020	Mindarie Regional Council	Processable and non processable waste	\$ 103,664.75
28/02/2020	Running Bare Australia Pty Ltd	Merchandise - BPLC	\$ 704.00
28/02/2020	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$ 823.42
28/02/2020	Sigma Chemicals	Pool chemicals and pool equipment repairs - BPLC	\$ 9,995.01
28/02/2020	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 9,592.55
28/02/2020	Sportsworld Of WA	Merchandise - BPLC	\$ 3,302.20
28/02/2020	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 533.55
28/02/2020	W.A. Hino Sales & Service	Plant repairs and maintenance	\$ 855.15
28/02/2020	Water Corporation	Water charges - various locations	\$ 1,987.77
28/02/2020	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Governance	\$ 4,548.51
28/02/2020	European Foods Wholesalers Pty Ltd	Beatty Park Café supplies	\$ 1,026.20
28/02/2020	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 5,676.00
28/02/2020	Margaret River Agencies	Soft beverage supplies for Council meetings	\$ 316.80
28/02/2020	KS Black Pty Ltd	Bore and pump maintenance and meter replacements - various locations	\$ 27,351.81
28/02/2020	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 1,065.50
28/02/2020	Local Government Professionals Australia WA	Staff training - Finance for non financial people	\$ 350.00

Date	Payee	Description	Amount
28/02/2020	Metro Count	Hire of classifier for 40km per hour trial	\$ 707.30
28/02/2020	Award Contracting	Locating services - various locations	\$ 7,628.50
28/02/2020	Baileys Fertilisers	Soil wetter supplies	\$ 9,669.55
28/02/2020	RPG Auto Electrics	Plant repairs and maintenance	\$ 327.25
28/02/2020	Allmark and Associates Pty Ltd	Name plate - Council Chamber	\$ 32.45
28/02/2020	Shade Experience	Replace shade sail - Kyilla Park	\$ 4,455.00
28/02/2020	CSP Group Pty Ltd	Supply of degreaser	\$ 360.00
28/02/2020	West Australian Newspapers Limited	Newspapers for resale - BPLC	\$ 342.18
28/02/2020	City of Stirling	Green waste tipping fees	\$ 2,209.50
28/02/2020	Winc Australia Pty Ltd	Office supplies and consumables	\$ 2,654.90
28/02/2020	KMart Australia Ltd	Toys for crèche - BPLC	\$ 155.00
28/02/2020	Naturalis Spring Water	Bottled spring water supplies - Customer service	\$ 64.80
28/02/2020	Western Power	Relocate 2 streetlight poles - Loftus Street bike lane	\$ 28,348.00
28/02/2020	Komatsu Australia Pty Ltd	Plant repairs and maintenance	\$ 1,707.94
28/02/2020	A.T. Brine & Sons	Refund of building application fee	\$ 166.65
28/02/2020	Kennards Hire	Equipment hire - message boards	\$ 392.00
28/02/2020	Cleanaway	Recycling contract	\$ 45,173.26
28/02/2020	Asphaltech Pty Ltd	Asphalt supplies	\$ 2,051.97
28/02/2020	W.A. Limestone Co	Limestone supplies	\$ 1,756.97
28/02/2020	G Burgess	Distribution services - waste and general junk pamphlets	\$ 9,504.00
28/02/2020	The Children's Book Council Of Australia (WA Branch)	Annual institutional membership 2020	\$ 75.00
28/02/2020	Suez Recycling & Recovery Pty Ltd	Waste collection - BPLC	\$ 866.25
28/02/2020	Downer EDI Engineering Power Pty Ltd	Beaufort Street CCTV upgrade - progress claim	\$ 31,210.30
28/02/2020	Academy Services WA Pty Ltd	Cleaning services and cleaning materials - various locations	\$ 50,511.52
28/02/2020	Blackwoods	Hardware supplies - Depot	\$ 2,123.65
28/02/2020	Tom Lawton - Bobcat Hire	Bobcat hire and tipping fees for verges	\$ 20,861.50
28/02/2020	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 30,513.43
28/02/2020	Meter Australia Pty Ltd	Supply of waterproof permanent paper	\$ 364.10
28/02/2020	Dunbar Services (WA) Pty Ltd	Café canopy clean - BPLC	\$ 303.60
28/02/2020	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 12,298.00
28/02/2020	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$ 11,675.45
28/02/2020	Officeworks Ltd	Office supplies and consumables	\$ 1,749.84
28/02/2020	Totally Workwear	Uniform supplies - various departments	\$ 2,818.60
28/02/2020	Alsco Pty Ltd	Air freshener supplies	\$ 56.82
28/02/2020	St Vincent de Paul Society WA (Inc)	Donation - Art project	\$ 500.00
28/02/2020	Repco	Auto part supplies	\$ 320.71
28/02/2020	Holcim (Australia) Pty Ltd	Concrete supplies	\$ 975.04
28/02/2020	Ethnic Communities Council of WA	Donation - Luncheon to celebrate Seniors Week 2019	\$ 500.00
28/02/2020	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 16,381.23

Date	Payee	Description	Amount
28/02/2020	Rockwater Pty Ltd	Geothermal monitoring review - BPLC	\$ 2,567.40
28/02/2020	Subiaco Football Club Inc.	Festival and event sponsorship 19/20	\$ 6,050.00
28/02/2020	DiskBank Pty Ltd	Supply of CD folders - Library	\$ 306.90
28/02/2020	A Team Printing	Printing services - BPLC	\$ 914.70
28/02/2020	T-Quip	Plant repairs and maintenance	\$ 617.90
28/02/2020	Specialty Timber Flooring WA	Floor resurfacing - various locations	\$ 7,821.00
28/02/2020	Total Eden Pty Ltd	Purchase of 3 magnetic flowmeters - Depot	\$ 9,374.04
28/02/2020	Mount Hawthorn Cardinals Junior Football Club	Female sport participation grant - Youth girls football	\$ 2,000.00
28/02/2020	Adelphi Apparel	Uniform supplies - Rangers	\$ 110.00
28/02/2020	Lion Dairy and Drinks (LD&D) Australia Pty Ltd	Milk supplies - various departments	\$ 265.06
28/02/2020	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - DSR	\$ 284.90
28/02/2020	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 4,288.90
28/02/2020	Boral Construction Materials Group Limited	Concrete supplies	\$ 3,836.21
28/02/2020	Devco Builders	Maintenance and repairs - various locations	\$ 160,000.24
28/02/2020	Australian HVAC Services Pty Ltd	Air-conditioning maintenance and repairs - various locations	\$ 49,401.76
28/02/2020	Light Application Pty Ltd	Programming of lights - North Perth Common	\$ 209.00
28/02/2020	T&H Wilkes Pty Ltd	Gravel supplies	\$ 1,100.00
28/02/2020	Dulux Australia	Paint supplies	\$ 124.32
28/02/2020	WC Convenience Management Pty Ltd	Maintenance of exelooos - various locations	\$ 3,992.44
28/02/2020	Pirtek Malaga	Plant repairs and maintenance	\$ 2,182.56
28/02/2020	Quality Press	Printing services - green and bulk waste brochures	\$ 2,766.48
28/02/2020	Scarboro Motors Pty Ltd	Vehicle service and repairs	\$ 1,646.75
28/02/2020	Shop for Shops	Retail shop fittings - BPLC	\$ 559.30
28/02/2020	iSubscribe Pty Ltd	Library magazine subscriptions	\$ 844.15
28/02/2020	Electek	Supply and install digital signage - BPLC	\$ 19,676.80
28/02/2020	Hart Sport	Supply of pool games equipment - BPLC	\$ 299.20
28/02/2020	Thrifty Car Rental	Vehicle hire	\$ 538.57
28/02/2020	Action Asbestos Removals	Asbestos removal services	\$ 429.00
28/02/2020	E M Connell	Expense reimbursement - refreshments with teen writing workshops (costs shared 50/50 with Town of Cambridge Library)	\$ 63.60
28/02/2020	APARC	Integration of EasyPark payment application and Ticketor enforcement	\$ 1,617.00
28/02/2020	Retech Rubber	Repairs to softfall play areas - various locations	\$ 2,651.00
28/02/2020	JBA Surveys	Surveying services - Birdwood Square	\$ 3,630.00
28/02/2020	Enviroblast Cannington	Pressure cleaning services	\$ 1,764.40
28/02/2020	Atom Supply	Supply of masks	\$ 2,245.58
28/02/2020	C Wood Distributors	Beatty Park Café supplies	\$ 634.70
28/02/2020	Rubek Automatic Doors	Repair automatic door - Loftus Community Centre	\$ 1,020.80
28/02/2020	Turf Developments (WA) Pty Ltd	Herbicide treatment - Les Lilleyman Reserve	\$ 1,089.00
28/02/2020	Briskleen Supplies	Toiletry and cleaning products - BPLC; sanipod service	\$ 4,209.08

Date	Payee	Description	Amount
28/02/2020	Northsands Resources	Construction waste disposal services	\$ 633.60
28/02/2020	Yoshino Sushi	Beatty Park Café supplies	\$ 440.55
28/02/2020	Centropak	Beatty Park Café supplies	\$ 932.12
28/02/2020	Pride Western Australia Inc	Pride Parade and group fitness promotional materials	\$ 550.00
28/02/2020	The Play Room	Supply of pool toys - BPLC	\$ 162.91
28/02/2020	Anna Cappelletta	Fitness instructor fees	\$ 482.16
28/02/2020	B-Trimmed	Car seat repairs	\$ 616.00
28/02/2020	Talis Consultants Pty Ltd - ATF Talis Unit Trust	Consultancy - Waste strategy implementation	\$ 5,038.00
28/02/2020	Synergy	Electricity and gas charges - various locations	\$ 24,667.58
28/02/2020	Rosemount Hotel	Parking revenue distribution	\$ 18,684.07
28/02/2020	Spider Waste Collection Services Pty Ltd	Mattress collection services	\$ 1,339.80
28/02/2020	North Perth Dynamites Netball Club Inc	Female sport participation grant - Senior team expansion program	\$ 2,000.00
28/02/2020	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 68,970.00
28/02/2020	IAP2 Australasia	Staff training - Engagement methods	\$ 2,200.00
28/02/2020	OSH Group Pty Ltd	Supplementary fitness for work report	\$ 276.00
28/02/2020	Karen Grant	Fitness instructor fees	\$ 482.32
28/02/2020	Charmaine Amanda Magness	Fitness instructor fees	\$ 341.04
28/02/2020	MessageMedia	SMS integrating for Phoenix	\$ 135.97
28/02/2020	Courtney Hahipene	Fitness instructor fees	\$ 120.58
28/02/2020	Technology One Ltd	GIS consulting services	\$ 3,935.80
28/02/2020	Flex Fitness Equipment	Supply of fitness equipment - BPLC	\$ 350.00
28/02/2020	Jean-Paul Barbier	Fitness instructor fees	\$ 178.00
28/02/2020	Corsign WA Pty Ltd	Sign supplies - various locations	\$ 5,236.00
28/02/2020	Capic	Water treatment services - BPLC	\$ 410.30
28/02/2020	Wheeler's Books	Library books	\$ 28.99
28/02/2020	C C Sharpe	Refund of infrastructure bond	\$ 500.00
28/02/2020	Institute of Public Administration Australia WA	Staff training - Policy evaluation	\$ 550.00
28/02/2020	AWB Building Co.	Plumbing services - various locations	\$ 3,260.65
28/02/2020	Colleagues Nagels	Integrated transferable parking permits	\$ 2,587.39
28/02/2020	Boyan Electrical Services	Electrical services - various locations	\$ 81,516.47
28/02/2020	Brownes Foods Operations Pty Ltd	Beatty Park Café supplies	\$ 1,509.70
28/02/2020	Direct Coffee Supplies Pty Ltd	Repair coffee machine - Library	\$ 315.00
28/02/2020	Nordic Fitness Equipment	Cleaning wipes for gym	\$ 492.00
28/02/2020	Perth Office Equipment Repairs	Office equipment repairs - folder inserter	\$ 214.50
28/02/2020	Roof Safety Solutions Pty Ltd	Hire of height safety equipment - BPLC	\$ 5,578.32
28/02/2020	Unilever Australia Ltd	Beatty Park Café supplies	\$ 3,568.81
28/02/2020	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	\$ 1,085.28
28/02/2020	StrataGreen	Supply of garden equipment and fertiliser	\$ 1,361.47
28/02/2020	Enigin Partners Pty Ltd	Energy monitoring service - Admin/Library	\$ 4,207.50

Date	Payee	Description	Amount
06/02/2020	Ad hoc		\$ 385.94
18/02/2020	Pay 17		\$ 623,473.90
19/02/2020	Ad hoc		\$ 2,068.39
28/02/2020	Pay 18		\$ 630,696.76
Total Payroll			\$ 1,874,520.67
Total Payments			\$ 6,372,823.68

Creditors Report - Payments by Cheque				
01/02/20 to 29/02/20				
Creditor	Date	Payee	Description	Amount
00082592	05/02/2020	Petty Cash - Finance	Petty cash recoup	\$ 345.05
00082593	05/02/2020	Petty Cash - Library	Petty cash recoup	\$ 114.55
00082594	18/02/2020	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 564.75
00082595	18/02/2020	Petty Cash - Library	Petty cash recoup	\$ 62.35
00082596	26/02/2020	Petty Cash - Finance	Petty cash recoup	\$ 341.60
00082597	26/02/2020	Petty Cash - CEO	Petty cash recoup	\$ 181.40
00082598	28/02/2020	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 277.05
Total Nett Cheque Payments				\$ 1,886.75

Creditors Report - Payments by Direct Debit				
01/02/20 to 29/02/20				
Credit Card Transactions for the Period 8 January 2020 - 6 February 2020				
Card Holder	Date	Payee	Description	Amount
CEO	10/01/2020	Wilson Parking	Parking - DPLH meeting	\$ 27.34
	14/01/2020	Eventbrite	Training - Creating an accountability culture (Governance)	\$ 94.00
	05/02/2020	CPP council house	Parking - ICG Mayors meeting	\$ 15.14
				\$ 136.48
Director Strategy and Development	16/01/2020	ASIC	Company search	\$ 18.00
				\$ 18.00
Manager Marketing and Communications	01/01/2020	Facebook	Advertising	\$ 40.00
	07/12/2019	Planoly	Instagram management tool	\$ 12.99
	07/12/2019	International transaction fee	Instagram management tool	\$ 0.32
	07/12/2019	Mailchimp	Email campaign	\$ 336.95
	07/12/2019	Australia the Gift	Gifts for Citizenship ceremony	\$ 700.00
	07/12/2019	Big W	Supplies for outdoor cinema event - North Perth Common	\$ 31.00
	09/12/2019	KMart	Supplies for outdoor cinema event - North Perth Common	\$ 8.00
	10/12/2019	Event Innaloo	Prize for Vincent Gold Rush event	\$ 94.00
	10/12/2019	Red Dot Stores	Supplies for outdoor cinema event - North Perth Common	\$ 6.00
	10/12/2019	KMart	Supplies for outdoor cinema event - North Perth Common	\$ 6.00
	10/12/2019	The Rosemount Hotel	Catering - Film project 2020 meet and greet event	\$ 224.00
	10/12/2019	JB Hifi	Supplies for outdoor cinema event - North Perth Common	\$ 12.98
	10/12/2019	Dominos	Catering - Vincent Youth Network meeting	\$ 45.00
	10/12/2019	Wufoo.com	Software for creation of online forms	\$ 27.64
	10/12/2019	International transaction fee	Software for creation of online forms	\$ 0.69
	11/12/2019	Leederville Foods	Catering - Film project pre production workshop	\$ 34.36
	11/12/2019	Creately	Diagram templates for Marketing	\$ 7.29
	11/12/2019	International transaction fee	Diagram templates for Marketing	\$ 0.18
	11/12/2019	Asana.com	Subscription - Project management tool	\$ 351.19
	11/12/2019	International transaction fee	Subscription - Project management tool	\$ 8.78
	12/12/2019	Foam Coffee Bar	Refreshments - Anzac Day meeting with RSL	\$ 14.60
	12/12/2019	Shutterstock	Image download subscription	\$ 99.00
	12/12/2019	Leederville Foods	Soft beverages - Citizenship ceremony	\$ 67.02
	13/12/2019	Apple iTunes Store	Music subscription	\$ 11.99

Card Holder	Date	Payee	Description	Amount
	13/12/2019	Liv Tutti Frutti	Catering - Vincent Youth Network meeting	\$ 32.08
	13/12/2019	Gusto Gelato	Catering - Vincent Youth Network meeting	\$ 14.50
	13/12/2019	Facebook	Advertising	\$ 236.76
	13/12/2019	Facebook	Advertising	\$ 35.00
	13/12/2019	Createsend.com	Email campaign	\$ 30.40
	15/12/2019	The Old Laundry	Catering - Citizenship function (deposit)	\$ 103.20
	17/12/2019	Spotlight	Supplies - Youth action plan	\$ 192.00
	17/12/2019	Red Dot Stores	Supplies - Youth action plan	\$ 47.00
	17/12/2019	Woolworths	Supplies - Youth action plan	\$ 80.80
				\$ 2,911.72
Manager ICT	14/01/2020	M2 Commander Pty Ltd	Fixed line - Smartbiz	\$ 182.35
	15/01/2020	Atlassian	Software licence renewal	\$ 15.99
	15/01/2020	International transaction fee	Software licence renewal	\$ 0.40
	19/01/2020	Bunnings	IT accessories	\$ 48.40
	22/01/2020	Local Government Management	Staff training - Induction to Local Government workshop	\$ 320.00
	22/01/2020	Local Government Management	Staff training - Finance for non financial people	\$ 320.00
	28/01/2020	M2 Commander Pty Ltd	Fixed line - Smartbiz	\$ 202.84
	29/01/2020	Austin Computers	IT accessories	\$ 28.00
	30/01/2020	Officeworks	IT accessories	\$ 371.98
	30/01/2020	Bosstab Pty Ltd	IT accessories	\$ 151.95
	31/01/2020	Echo 1 Pty Ltd	IT accessories	\$ 350.72
	04/02/2020	Sendgrid	Application programming interface software	\$ 134.66
	04/02/2020	International transaction fee	Application programming interface software	\$ 3.37
				\$ 2,130.66
Manager Community Partnerships	08/01/2020	Weebly	CD for library	\$ 15.00
	09/01/2020	Magshop Online	Library magazine subscription	\$ 74.99
	09/01/2020	Magshop Online	Library magazine subscription	\$ 99.95
	09/01/2020	JB Hifi	CDs for library	\$ 1,519.93
	09/01/2020	Architectural Digest	Library magazine subscription	\$ 43.77
	09/01/2020	International transaction fee	Library magazine subscription	\$ 1.09
	09/01/2020	Basement Disc	CD for library	\$ 29.00
	10/01/2020	Readings	CDs for library	\$ 48.90
	10/01/2020	Sanity	CDs for library	\$ 43.57
	13/01/2020	Palace Shop	CDs for library	\$ 278.30
	13/01/2020	Book Depository	Books for library	\$ 97.88

Card Holder	Date	Payee	Description	Amount
	14/01/2020	Sanity	DVD for library	\$ 10.68
	15/01/2020	Sanity	CD for library	\$ 15.78
	16/01/2020	Sanity	CDs for library	\$ 62.37
	20/01/2020	Sanity	CDs for library	\$ 71.67
	29/01/2020	Sanity	CD for library	\$ 26.11
				\$ 2,438.99
Procurement and Contracts Officer	08/01/2020	ASIC	Company search	\$ 17.00
	08/01/2020	ASIC	Company search	\$ 17.00
	13/01/2020	Woolworths	Prizes - TravelSmart breakfast and travel survey	\$ 385.70
	06/02/2020	Woolworths	Catering - TravelSmart breakfast	\$ 67.32
				\$ 487.02
Total Corporate Credit Cards				\$ 8,122.87
Direct Debits				
Lease Fees	03/02/2020	Neopost 1659932	Franking machine	\$ 385.00
			Total Lease Fees	\$ 385.00
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	\$ 100,782.60
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 58,581.36
Total Direct Debits including Credit Cards				\$ 167,871.83

11.3 FINANCIAL STATEMENTS AS AT 29 FEBRUARY 2020

Attachments: 1. Monthly Financial statements as at February 2020  

RECOMMENDATION:

That Council RECEIVES the financial statements for the month ended 29 February 2020 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 29 February 2020.

BACKGROUND:

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, as compared to the budget.

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ending 29 February 2020:

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature or Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-53
5.	Capital Expenditure and Funding and Capital Works Schedule	54-59
6.	Cash Backed Reserves	60
7.	Rating Information and Graph	61-62
8.	Debtors Report	63
9.	Beatty Park Leisure Centre Financial Position	64

Comments on the Statement of Financial Activity (as at Attachment 1)

Operating revenue is reported separately by 'Program' and 'Nature or Type' respectively. The significant difference between the two reports is that operating revenue by 'Program' includes 'Profit on sale of assets' and the report for 'Nature or Type' includes 'Rates revenue'.

Revenue by Program is tracking slightly favourable compared to the YTD budget by an amount by \$90,740 (0.6%). The following items materially contributed to this position: -

- A favourable variance of \$158,633 due to recognition of monies received previously for 'Percentage of Art' projects (\$260,240) and a reduction in revenue due to a decrease in development application fees (\$79,648) (**Community Amenities**);
- A favourable variance of \$234,261 due to increase in revenue received from Beatty Park Leisure Centre (**Recreation and Culture**);
- An unfavourable variance of \$315,243 as a result of a reduction in revenue generated from parking infringements and parking fees (**Transport**).

Revenue by Nature or Type is tracking slightly under by \$180,302 (0.4%) compared to the budgeted revenue. The following items materially contributed to this position: -

- A favourable variance of \$245,142 due to the recognition of monies received previously for 'Percentage of Art' projects (**Operating Grants, Subsidies and Contributions**);
- A favourable variance of \$115,838 due to the recognition of revenue for unclaimed trust monies. (**Other Revenue**).

- **Expenditure by Program** reflects an under spend of \$2,359,432 (5.6%) compared to the year to date budget. The following items materially contributed to this position: -
- An under-spend of \$1,020,388 mainly contributed by the timing of payment relating to waste collection and the delivery of operating projects within Policy and Place (**Community Amenities**);
- An under-spend of \$441,097 mainly contributed by a timing variance of delivery of events earmarked for the year and operating and maintenance works relating to Beatty Park Leisure Centre (**Recreation and culture**); and
- An under-spend of \$199,240, mainly contributed by a timing variance of works relating to infrastructure maintenance and costs relating to street lighting (**Transport**).
- An under-spend of \$381,280 mainly contributed by timing variance of profit/loss on disposal of major plant assets (**Other Property and Services**).

Expenditure by Nature or Type reflects an under-spend of \$2,156,465 (5.2%) compared to the year to date budget. The following items materially contributed to this position: -

- **Employee costs** reflects an over-spend of \$683,536. This is due to a timing variance; three payroll payments have been processed in the month while the budget was for two payments.
- **Materials and contracts** reflects an under-spend of \$2,567,088. This variance is mainly contributed by a timing variance of works within the following areas:
 - o Waste collection Service - \$591,915;
 - o Infrastructure maintenance (Parks, sporting grounds) - \$372,230 ;
 - o Events - \$182,970; and
 - o Operating projects within multiple areas - \$ 713,150.
- **Other expenditure** reflects an under-spend of \$537,054 largely contributed by a timing variance in the delivery of works within multiple service areas.

Surplus Position – 2019/20

The surplus position brought forward to 2019/20 is \$5,811,178 as per the City's 2018/19 audited financials. The current closing position is \$19,195,994, this is a favourable position (\$6,434,887) compared to the budget.

Content of Statement of Financial Activity

An explanation of each report in the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

1. Statement of Financial Activity by Program Report (Note 1 Page 1)

This statement of financial activity shows operating revenue and expenditure classified by Program.
2. Statement of Comprehensive Income by Nature or Type Report (Note 2 Page 4)

This statement of Comprehensive Income shows operating revenue and expenditure classified by Nature or Type.
3. Net Current Funding Position (Note 3 Page 5)

'Net current assets' is the difference between the current assets and current liabilities; less committed assets and restricted assets.
4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 53)

This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.
5. Capital Expenditure and Funding Summary (Note 5 Page 54 - 59)

The full capital works program is listed in detail in Note 5 of **Attachment 1**.

6. Cash Backed Reserves (Note 6 Page 60)

The cash backed reserves schedule provides a detailed summary of the movements in the reserves portfolio, including transfers to and from the reserve. The balance as at 29 February 2020 is \$8,819,715.

7. Rating Information (Note 7 Page 61 - 62)

The notices for rates and charges levied for 2019/20 were issued on 19 July 2019. *The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

	Due Date
First Instalment	26 August 2019
Second Instalment	29 October 2019
Third Instalment	7 January 2020
Fourth Instalment	10 March 2020

The outstanding rates debtors balance as at 29 February 2020 is \$4,156,675 including deferred rates (\$105,250) and excluding ESL debtors and pensioner rebates.

8. Receivables (Note 8 Page 63)

Total trade and other receivables outstanding as at 29 February 2020 are \$2,058,096, of which \$1,771,224 relates to outstanding debtors. 86% of the outstanding debtors balance is over 90 days.

Administration has been regularly following up all outstanding items by issuing reminders when they are overdue and subsequently initiating a formal debt collection process when payments remain outstanding for long periods of time. This practice will be reviewed in light of the expected impact of COVID-19.

Below is a summary of the significant items that have been outstanding for over 90 days:

- \$1,782,569 (89.6%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.
- \$971,183 of this amount has been transferred to long-term infringement debtors (non-current portion). Furthermore, due to the aged nature of some of the unpaid infringements, a provisional amount of \$186,666 has been calculated as doubtful debts for the current portion (within 12 months) and a provisional amount of \$196,072 has been calculated as doubtful debts for the non-current portion (greater than 12 months). This treatment is in accordance to the new requirements of the changes in the Accounting standards (AASB 9).
- \$161,232 (7.8%) relates to cash-in-lieu of car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay over a fixed term of five years.

9. Beatty Park Leisure Centre – Financial Position report (Note 9 Page 64)

As at 29 February 2020, the operating surplus for the centre is \$340,390 (excluding depreciation) compared to the year to date budgeted deficit amount of \$245,922.

10. Explanation of Material Variances (Note 4 Page 6 - 53)

The materiality thresholds used for reporting variances are 10% and \$20,000 respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget and where that variance exceeds \$20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2019/20 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance to the above, all material variances as at 29 February 2020 have been detailed in the variance comments report in **Attachment 1**.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates.

Section 6.8 of the Local Government Act 1995, specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

Not applicable.

COMMENTS:

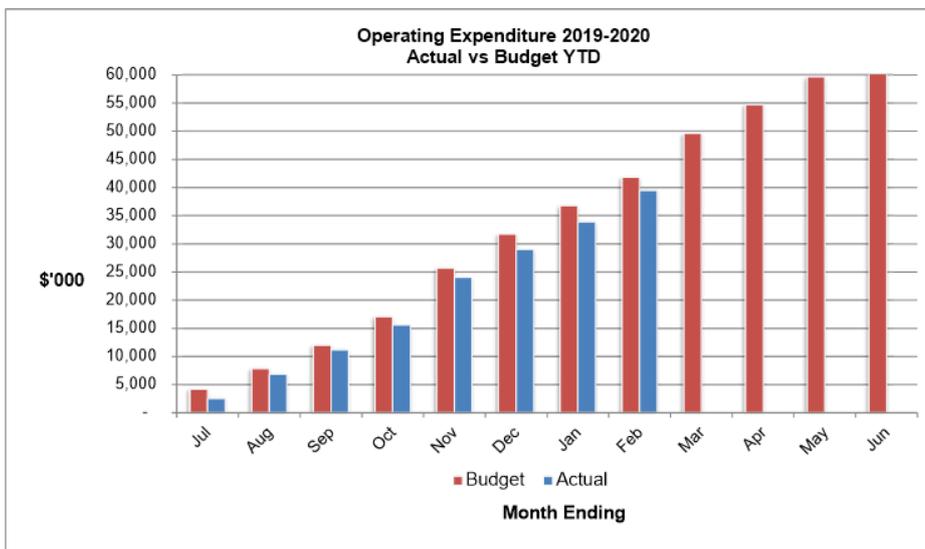
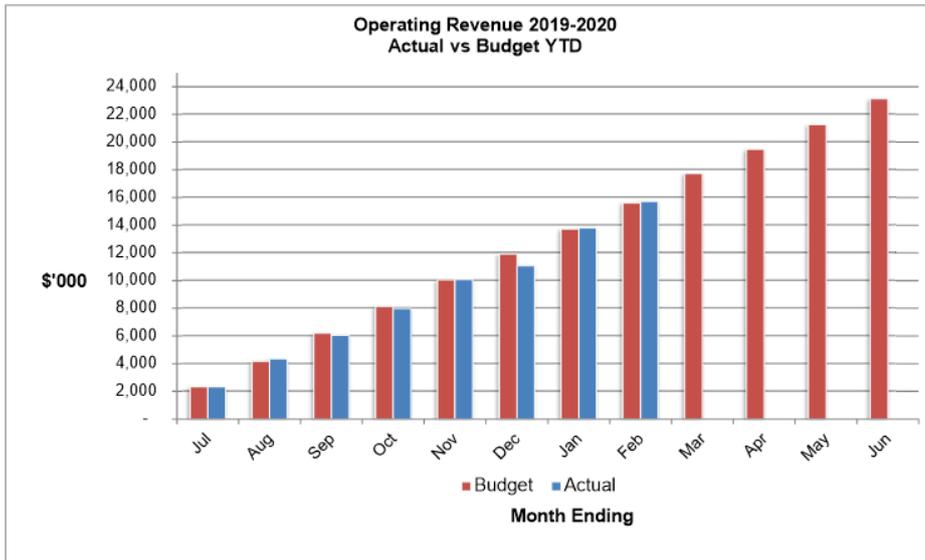
Not applicable.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
FOR THE PERIOD ENDED 29 FEBRUARY 2020

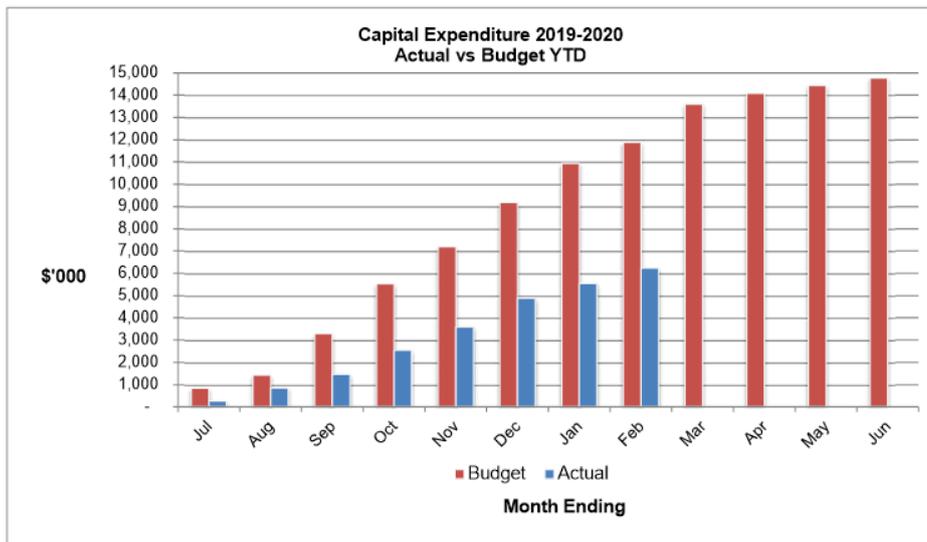
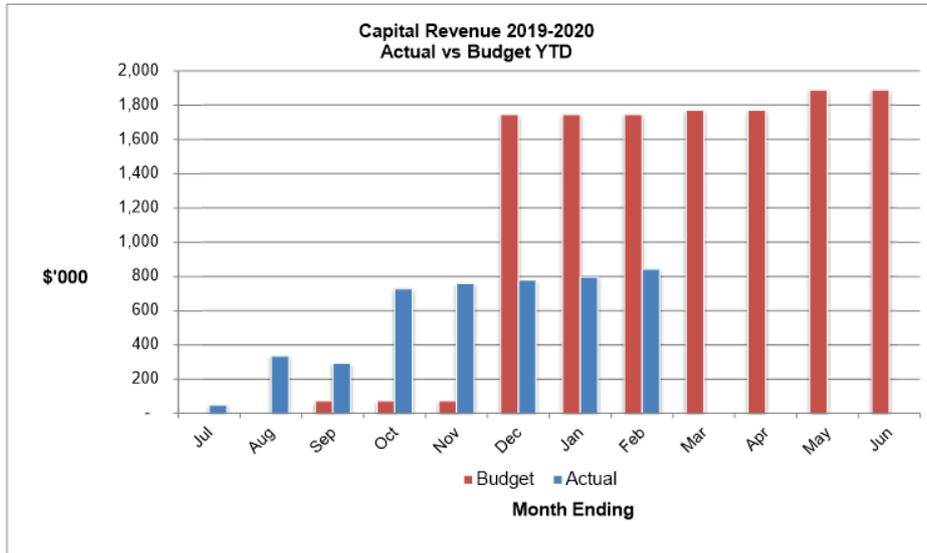


	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	YTD Variance
	\$	\$	\$	\$	%
Opening Funding Surplus/(Deficit)	5,811,178	5,811,178	5,811,178	0	0.0%
Revenue from operating activities					
Governance	41,000	27,328	22,773	(4,555)	-16.7%
General Purpose Funding	2,054,096	1,572,647	1,620,324	47,677	3.0%
Law, Order and Public Safety	128,950	120,914	152,831	31,917	26.4%
Health	378,864	330,757	371,790	41,033	12.4%
Education and Welfare	144,903	90,989	100,020	9,031	9.9%
Community Amenities	1,412,345	828,178	986,811	158,633	19.2%
Recreation and Culture	10,120,133	6,668,275	6,902,536	234,261	3.5%
Transport	8,173,423	5,421,538	5,106,295	(315,243)	-5.8%
Economic Services	366,171	248,032	211,636	(36,396)	-14.7%
Other Property and Services	427,338	319,374	243,756	(75,618)	-23.7%
	<u>23,247,223</u>	<u>15,628,032</u>	<u>15,718,772</u>	<u>90,740</u>	<u>0.6%</u>
Expenditure from operating activities					
Governance	(3,769,554)	(2,567,216)	(2,425,054)	142,162	-5.5%
General Purpose Funding	(842,267)	(489,326)	(448,284)	41,042	-8.4%
Law, Order and Public Safety	(1,665,031)	(1,134,327)	(1,110,775)	23,552	-2.1%
Health	(1,686,354)	(1,077,541)	(1,023,600)	53,941	-5.0%
Education and Welfare	(1,211,956)	(793,391)	(756,011)	37,380	-4.7%
Community Amenities	(13,253,727)	(8,388,167)	(7,367,779)	1,020,388	-12.2%
Recreation and Culture	(23,139,277)	(15,425,854)	(14,984,757)	441,097	-2.9%
Transport	(13,954,021)	(9,612,871)	(9,413,631)	199,240	-2.1%
Economic Services	(637,934)	(424,647)	(405,297)	19,350	-4.6%
Other Property and Services	(2,863,717)	(1,950,217)	(1,568,937)	381,280	-19.6%
	<u>(63,023,838)</u>	<u>(41,863,557)</u>	<u>(39,504,125)</u>	<u>2,359,432</u>	<u>-5.6%</u>
Add Deferred Rates Adjustment	0	0	16,915	16,915	0.0%
Add Back Depreciation	11,191,787	7,461,215	7,837,227	376,012	5.0%
Adjust (Profit)/Loss on Asset Disposal	(34,073)	(15,690)	(158,894)	(143,204)	912.7%
	<u>11,157,714</u>	<u>7,445,525</u>	<u>7,695,248</u>	<u>249,723</u>	<u>3.4%</u>
Amount attributable to operating activities	(28,618,901)	(18,790,000)	(16,090,105)	2,699,895	-14.4%
Investing Activities					
Non-operating Grants, Subsidies and Contributions	1,889,978	1,745,668	843,347	(902,321)	-51.7%
Purchase Land and Buildings	(2,935,514)	(2,008,514)	(1,131,772)	876,742	-43.7%
Purchase Infrastructure Assets	(7,088,267)	(5,620,447)	(3,290,983)	2,329,464	-41.4%
Purchase Plant and Equipment	(3,498,830)	(3,443,830)	(1,581,978)	1,861,852	-54.1%
Purchase Furniture and Equipment	(900,171)	(820,171)	(232,697)	587,474	-71.6%
Proceeds from Joint Venture Operations	0	0	0	0	0.0%
Proceeds from Disposal of Assets	555,000	535,000	287,989	(247,011)	-46.2%
Amount attributable to investing activities	(11,977,804)	(9,612,294)	(5,106,094)	4,506,200	-46.9%
Financing Activities					
Repayment of Debentures	(6,132,377)	(5,857,743)	(5,841,872)	15,871	-0.3%
Proceeds from New Debentures	1,000,000	1,000,000	1,000,000	0	0.0%
Transfer to Reserves	(1,146,631)	(1,017,810)	(1,000,966)	16,844	-1.7%
Transfer from Reserves	5,562,257	5,237,257	4,764,136	(473,121)	-9.0%
Amount attributable to financing activities	(716,751)	(638,296)	(1,078,702)	(440,406)	69.0%
Surplus/(Deficit) before general rates	(35,502,278)	(23,229,412)	(16,463,723)	6,765,689	-29.1%
Total amount raised from general rates	35,526,498	35,990,519	35,659,717	(330,802)	-0.9%
Closing Funding Surplus/(Deficit)	24,220	12,761,107	19,195,994	6,434,887	50.4%

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY PROGRAM - GRAPH
 AS AT 29 FEBRUARY 2020



CITY OF VINCENT
 NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM
 AS AT 29 FEBRUARY 2020



CITY OF VINCENT
 NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME
 BY NATURE OR TYPE
 FOR THE PERIOD ENDED 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	YTD Variance
	\$	\$	\$	\$	%
Revenue					
Rates	35,526,498	35,990,519	35,659,717	(330,802)	-1%
Operating Grants, Subsidies and Contributions	980,197	515,997	761,139	245,142	47.5%
Fees and Charges	19,766,310	13,401,646	13,249,193	(152,453)	-1.1%
Interest Earnings	1,033,288	743,195	685,168	(58,027)	-7.8%
Other Revenue	1,226,243	744,392	860,230	115,838	15.6%
	<u>58,532,536</u>	<u>51,395,749</u>	<u>51,215,447</u>	<u>(180,302)</u>	<u>-0.4%</u>
Expenses					
Employee Costs	(25,525,892)	(16,347,564)	(17,031,100)	(683,536)	4.2%
Materials and Contracts	(19,714,805)	(13,565,167)	(10,998,079)	2,567,088	-18.9%
Utility Charges	(1,727,188)	(1,148,505)	(1,026,170)	122,335	-10.7%
Depreciation on Non-Current Assets	(11,191,787)	(7,461,215)	(7,837,227)	(376,012)	5.0%
Interest Expenses	(723,058)	(417,961)	(457,491)	(39,530)	9.5%
Insurance Expenses	(534,879)	(356,592)	(327,526)	29,066	-8.2%
Other Expenditure	(3,399,117)	(2,359,441)	(1,822,387)	537,054	-22.8%
	<u>(62,816,726)</u>	<u>(41,656,445)</u>	<u>(39,499,980)</u>	<u>2,156,465</u>	<u>-5.2%</u>
	<u>(4,284,190)</u>	<u>9,739,304</u>	<u>11,715,467</u>	<u>1,976,163</u>	<u>20.3%</u>
Non-operating Grants, Subsidies and Contributions	1,889,978	1,745,668	843,347	(902,321)	-51.7%
Profit on Disposal of Assets	241,185	222,802	163,589	(59,213)	-26.6%
Loss on Disposal of Assets	(207,112)	(207,112)	(4,695)	202,417	-97.7%
	<u>1,924,051</u>	<u>1,761,358</u>	<u>1,002,241</u>	<u>(759,117)</u>	<u>-43.1%</u>
Net result	(2,360,139)	11,500,662	12,717,708	1,217,046	10.6%
Other comprehensive income					
<i>Items that will not be reclassified subsequently to profit or loss</i>					
Total other comprehensive income	0	0	0	0	0.0%
Total comprehensive income	(2,360,139)	11,500,662	12,717,708	1,217,046	10.6%

CITY OF VINCENT
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 NOTE 3 - NET CURRENT FUNDING POSITION
 FOR THE PERIOD ENDED 29 FEBRUARY 2020



	Note	YTD Actual 29/02/2020 \$	FY Actual 30/06/2019 \$
Current Assets			
Cash Unrestricted		21,136,355	12,381,985
Cash Restricted		8,819,714	12,582,885
Investments		11,000	11,000
Receivables - Rates	7	4,503,044	648,084
Receivables - Other	8	2,527,952	3,057,940
Inventories		219,259	175,208
		<u>37,217,324</u>	<u>28,857,102</u>
Less: Current Liabilities			
Payables		(6,433,884)	(13,012,065)
Provisions - employee		(3,954,516)	(3,908,452)
		<u>(10,388,400)</u>	<u>(16,920,517)</u>
Unadjusted Net Current Assets		26,828,924	11,936,585
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(8,819,714)	(12,582,885)
Less: Restricted- Sundry Debtors(Non-Operating Grant)		(600,000)	(600,000)
Less: Shares transferred from non current asset		(11,000)	(11,000)
Add: Current portion of long term borrowings		826,601	6,097,295
Add: Infringement Debtors transferred to non current asset		971,183	971,183
		<u>(7,632,930)</u>	<u>(6,125,407)</u>
Adjusted Net Current Assets		19,195,994	5,811,178

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Chief Executive Officer						
Chief Executive Officer Expenditure						
Employee Costs	615,147	390,666	450,258	59,592	15%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	18,317	12,208	12,980	772	6%	
Other Expenses	273,100	187,350	93,694	(93,656)	-50%	Timing variance on the delivery of management programmes and legal costs not required as yet.
Operating Projects	193,103	96,552	64,381	(32,171)	-33%	Works in progress for Beatty Park options project. Budget to be adjusted as part of MYBR.
Chief Executive Officer Expenditure Total	1,099,667	686,776	621,313	(65,463)	-10%	
Chief Executive Officer Indirect Costs						
Allocations	(1,099,659)	(686,772)	(621,313)	65,459	-10%	
Chief Executive Officer Indirect Costs Total	(1,099,659)	(686,772)	(621,313)	65,459	-10%	
Chief Executive Officer Total	8	4	(0)	(4)	-100%	
Members of Council						
Members Of Council Expenditure						
Employee Costs	87,876	55,806	60,272	4,466	8%	
Other Employee Costs	10,000	6,664	7,005	341	5%	
Other Expenses	494,482	384,656	306,237	(78,419)	-20%	\$43,750 saving for election costs and budget phasing variance of \$33,000 for meals and refreshments. To be adjusted as part of mid year budget review.
Members Of Council Expenditure Total	592,358	447,126	373,514	(73,612)	-16%	
Members Of Council Indirect Costs						
Allocations	51,858	34,490	33,765	(725)	-2%	
Members Of Council Indirect Costs Total	51,858	34,490	33,765	(725)	-2%	
Members of Council Total	644,216	481,616	407,278	(74,338)	-15%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Corporate Strategy and Governance Revenue</u>						
Corporate Strategy and Governance Revenue						
Revenue	0	0	(25)	(25)	100%	
Corporate Strategy and Governance Revenue Total	0	0	(25)	(25)	100%	
Corporate Strategy and Governance Revenue Total	0	0	(25)	(25)	100%	
<u>Corporate Strategy and Governance Expenditure</u>						
Corporate Strategy and Governance Expenditure						
Employee Costs	559,998	367,732	376,889	9,157	2%	
Other Employee Costs	12,600	9,450	28,670	19,220	203%	
Other Expenses	205,400	136,920	69,686	(67,234)	-49%	
Operating Projects	120,000	100,000	51	(99,950)	-100%	Timing variance on consultants, internal audit program and legal fees. Budget to be reallocated to the Records section due to the organisational restructure.
Corporate Strategy and Governance Expenditure Total	897,998	614,102	475,296	(138,806)	-23%	
Corporate Strategy and Governance Expenditure Total	897,998	614,102	475,296	(138,806)	-23%	
<u>Corporate Strategy and Governance Indirect Costs</u>						
Corporate Strategy and Governance Indirect Costs						
Allocations	391,867	260,643	248,557	(12,086)	-5%	
Corporate Strategy and Governance Indirect Costs Total	391,867	260,643	248,557	(12,086)	-5%	
Corporate Strategy and Governance Indirect Costs Total	391,867	260,643	248,557	(12,086)	-5%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Human Resources						
Human Resources Revenue						
Revenue	(40,000)	(26,664)	(22,197)	4,467	-17%	
Human Resources Revenue Total	(40,000)	(26,664)	(22,197)	4,467	-17%	
Human Resources Expenditure						
Employee Costs	978,449	711,809	496,279	(215,530)	-30%	Budget phasing variance to be adjusted at MYBR.
Other Employee Costs	118,600	79,056	58,438	(20,618)	-26%	Favourable variance, however breakdown is individually immaterial.
Other Expenses	124,730	83,214	81,990	(1,224)	-1%	
Human Resources Expenditure Total	1,221,779	874,079	636,707	(237,372)	-27%	
Human Resources Indirect Costs						
Allocations	(1,181,779)	(847,415)	(614,510)	232,905	-27%	
Human Resources Indirect Costs Total	(1,181,779)	(847,415)	(614,510)	232,905	-27%	
Human Resources Total	0	0	0	(0)	100%	
Information Technology						
Information Technology Expenditure						
Employee Costs	549,432	348,930	331,690	(17,241)	-5%	
Other Employee Costs	14,500	10,875	13,733	2,858	26%	
Other Expenses	1,060,856	831,421	929,466	98,045	12%	Timing variance for consultant fees, furniture and equipment and software upgrade and maintenance. Budget will be adjusted accordingly at MYBR.
Operating Projects	305,000	203,336	96,538	(106,798)	-53%	Underspent on IT strategy project as project scope has been revised. The budget to be adjusted in MYBR.
Information Technology Expenditure Total	1,929,788	1,394,562	1,371,427	(23,135)	-2%	
Information Technology Indirect Costs						
Allocations	(1,929,788)	(1,394,562)	(1,371,427)	23,135	-2%	
Information Technology Indirect Costs Total	(1,929,788)	(1,394,562)	(1,371,427)	23,135	-2%	
Information Technology Total	0	0	(0)	0	100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Records Management						
Records Management Revenue						
Revenue	(1,000)	(664)	(551)	113	-17%	
Records Management Revenue Total	(1,000)	(664)	(551)	113	-17%	
Records Management Expenditure						
Employee Costs	289,699	183,991	202,234	18,243	10%	
Other Employee Costs	7,200	4,800	923	(3,877)	-81%	
Other Expenses	36,100	24,064	18,611	(5,453)	-23%	
Operating Projects	0	0	48,560	48,560	100%	Unfavourable variance due to the organisational restructure. Budget to be reallocated from the Governance team as part of mid-year budget review.
Records Management Expenditure Total	332,999	212,855	270,327	57,472	27%	
Records Management Indirect Costs						
Allocations	(331,999)	(212,191)	(269,776)	(57,585)	27%	
Records Management Indirect Costs Total	(331,999)	(212,191)	(269,776)	(57,585)	27%	
Records Management Total	0	0	0	(0)	100%	
Sustainability and Environment						
Sustainability and Environment						
Employee Costs	130,896	83,098	80,316	(2,782)	-3%	
Other Employee Costs	0	0	15	15	100%	
Other Expenses	53,900	53,900	27,773	(26,127)	-48%	
Operating Projects	33,000	33,000	32,242	(758)	-2%	
Sustainability and Environment Total	217,796	169,998	140,345	(29,653)	-17%	
Sustainability and Environment Indirect Cost						
Sustainability and Environment Indirect Cost						
Allocations	71,244	47,374	45,496	(1,878)	-4%	
Sustainability and Environment Indirect Cost Total	71,244	47,374	45,496	(1,878)	-4%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Director Community and Business Services						
Director Community and Business Services						
Employee Costs	290,309	184,358	175,573	(8,785)	-5%	
Other Employee Costs	7,874	5,248	4,112	(1,136)	-22%	
Other Expenses	5,300	3,528	1,111	(2,417)	-69%	
Director Community and Business Services Total	303,483	193,134	180,796	(12,338)	-6%	
Director Community and Business Services Total	303,483	193,134	180,796	(12,338)	-6%	
Director Community and Business Ser Indirect Costs						
Director Community and Business Ser Indirect Costs						
Allocations	(303,483)	(193,134)	(180,796)	12,338	-6%	
Director Community and Business Ser Indirect Costs Total	(303,483)	(193,134)	(180,796)	12,338	-6%	
Director Community and Business Ser Indirect Costs Total	(303,483)	(193,134)	(180,796)	12,338	-6%	
Finance Services						
Finance Services Revenue						
Revenue	(250)	0	(1,213)	(1,213)	100%	
Finance Services Revenue Total	(250)	0	(1,213)	(1,213)	100%	
Finance Services Expenditure						
Employee Costs	773,059	478,892	534,351	55,459	12%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	16,600	7,500	6,672	(828)	-11%	
Other Expenses	173,060	50,442	60,581	10,139	20%	
Finance Services Expenditure Total	962,719	536,834	601,604	64,770	12%	
Finance Services Indirect Costs						
Allocations	(962,469)	(536,834)	(600,391)	(63,557)	12%	
Finance Services Indirect Costs Total	(962,469)	(536,834)	(600,391)	(63,557)	12%	
Finance Services Total	0	0	0	0	100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Insurance Premium						
Insurance Premium Expenditure						
Other Expenses	534,879	356,592	327,526	(29,066)	-8%	
Insurance Premium Expenditure Total	534,879	356,592	327,526	(29,066)	-8%	
Insurance Premium Recovery						
Allocations	(534,879)	(356,584)	(327,526)	29,058	-8%	
Insurance Premium Recovery Total	(534,879)	(356,584)	(327,526)	29,058	-8%	
Insurance Premium Total	0	8	0	(8)	-98%	
Insurance Claim						
Insurance Claim Recoup						
Revenue	(65,000)	(37,919)	(15,303)	22,616	-60%	Insurance claim recoup lower than anticipated.
Insurance Claim Recoup Total	(65,000)	(37,919)	(15,303)	22,616	-60%	
Insurance Claim Expenditure						
Other Expenses	5,000	3,336	2,756	(580)	-17%	
Insurance Claim Expenditure Total	5,000	3,336	2,756	(580)	-17%	
Insurance Claim Total	(60,000)	(34,583)	(12,547)	22,036	-64%	
Mindarie Regional Council						
Mindarie Regional Council Revenue						
Revenue	(118,569)	(79,040)	(75,734)	3,306	-4%	
Mindarie Regional Council Revenue Total	(118,569)	(79,040)	(75,734)	3,306	-4%	
Mindarie Regional Council Expenditure						
Other Expenses	51,000	51,000	28,678	(22,322)	-44%	Timing variance of rates and levies.
Mindarie Regional Council Expenditure Total	51,000	51,000	28,678	(22,322)	-44%	
Mindarie Regional Council Total	(67,569)	(28,040)	(47,055)	(19,015)	68%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
General Purpose Revenue						
General Purpose Revenue						
Revenue	(1,300,496)	(939,299)	(990,401)	(51,102)	5%	
General Purpose Revenue Total	(1,300,496)	(939,299)	(990,401)	(51,102)	5%	
<hr/>						
General Purpose Revenue Total	(1,300,496)	(939,299)	(990,401)	(51,102)	5%	
<hr/>						
Rates Services						
Rates Services Revenue						
Revenue	(36,280,098)	(36,623,867)	(36,289,640)	334,227	-1%	
Rates Services Revenue Total	(36,280,098)	(36,623,867)	(36,289,640)	334,227	-1%	
<hr/>						
Rates Services Expenditure						
Employee Costs	257,143	163,307	182,923	19,616	12%	
Other Expenses	425,550	220,849	164,134	(56,715)	-26%	\$27,232 relating to debt recovery not required as yet. Other positive variances are individually immaterial.
Rates Services Expenditure Total	682,693	384,156	347,058	(37,098)	-10%	
<hr/>						
Rates Services Indirect Costs						
Allocations	159,574	105,170	101,226	(3,944)	-4%	
Rates Services Indirect Costs Total	159,574	105,170	101,226	(3,944)	-4%	
<hr/>						
Rates Services Total	(35,437,831)	(36,134,541)	(35,841,356)	293,185	-1%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Marketing and Communications</u>						
Marketing and Communications Expenditure						
Employee Costs	822,753	522,661	601,295	78,634	15%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	8,450	5,932	3,405	(2,527)	-43%	
Other Expenses	466,845	321,792	341,870	20,078	6%	
Operating Projects	9,050	9,050	6,130	(2,920)	-32%	
Marketing and Communications Expenditure Total	1,307,098	859,435	952,700	93,265	11%	
Marketing and Communications Indirect Costs						
Allocations	417,123	277,378	273,530	(3,848)	-1%	
Marketing and Communications Indirect Costs Total	417,123	277,378	273,530	(3,848)	-1%	
Marketing and Communications Total	1,724,221	1,136,813	1,226,231	89,418	8%	
<u>Recreation, Arts and Culture</u>						
Recreation, Arts and Culture Revenue						
Revenue	(3,000)	(1,000)	(3,182)	(2,182)	218%	
Recreation, Arts and Culture Revenue Total	(3,000)	(1,000)	(3,182)	(2,182)	218%	
<u>Recreation, Arts and Culture Expenditure</u>						
Employee Costs	117,289	74,496	57,162	(17,334)	-23%	
Other Employee Costs	4,530	3,016	2,961	(55)	-2%	
Other Expenses	120,050	62,397	48,020	(14,377)	-23%	
Operating Projects	13,000	13,000	0	(13,000)	-100%	
Recreation, Arts and Culture Expenditure Total	254,869	152,909	108,143	(44,766)	-29%	
Recreation, Arts and Culture Indirect Costs						
Allocations	72,959	47,864	50,297	2,433	5%	
Community Partnerships Mgmt Admin Alloca	51,541	51,541	47,149	(4,392)	-9%	
Library Occupancy Costs Allocations	577	577	0	(577)	-100%	
Recreation, Arts and Culture Indirect Costs Total	125,077	99,982	97,447	(2,535)	-3%	
Recreation, Arts and Culture Total	376,946	251,891	202,408	(49,483)	-20%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Senior, Disability and Youth Services						
Senior, Disability and Youth Services Revenue						
Revenue	(12,000)	(7,597)	(18,190)	(10,593)	139%	
Senior, Disability and Youth Services Revenue Total	(12,000)	(7,597)	(18,190)	(10,593)	139%	
Senior, Disability and Youth Services Expenditure						
Senior, Disability and Youth Services Expenditure						
Employee Costs	300,269	181,737	245,214	63,477	35%	Unfavourable variance due to the hiring of a new employee to deliver the Youth action plan project. Budget to be adjusted in MYBR.
Other Employee Costs	1,050	1,030	659	(371)	-36%	
Other Expenses	174,600	89,955	58,961	(30,994)	-34%	Timing variance of \$16,313 for senior programmes and \$10,489 for donation/sponsorship.
Operating Projects	80,000	30,000	7,430	(22,570)	-75%	Timing variance in the delivery of the youth action plan project.
Senior, Disability and Youth Services Expenditure Total	555,919	302,722	312,264	9,542	3%	
Senior, Disability and Youth Serv Indirect Costs						
Senior, Disability and Youth Serv Indirect Costs						
Allocations	163,305	103,284	109,493	6,209	6%	
Community Partnerships Mgmt Admin Alloca	119,359	119,359	109,862	(9,497)	-8%	
Library Occupancy Costs Allocations	1,074	1,074	0	(1,074)	-100%	
Senior, Disability and Youth Serv Indirect Costs Total	283,738	223,717	219,356	(4,361)	-2%	
Senior, Disability and Youth Services Total	827,657	518,842	513,430	(5,412)	-1%	
Art and Culture						
Art and Culture						
Other Expenses	464,815	355,283	172,312	(182,971)	-52%	Timing variance in the delivery of events.
Operating Projects	60,000	15,000	0	(15,000)	-100%	
Art and Culture Total	524,815	370,283	172,312	(197,971)	-53%	
Art and Culture Indirect Costs						
Art and Culture Indirect Costs						
Allocations	0	0	(1,980)	(1,980)	100%	
Art and Culture Indirect Costs Total	0	0	(1,980)	(1,980)	100%	
Art and Culture Total	524,815	370,283	170,332	(199,951)	-54%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Beatty Park Leisure Centre Administration</u>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,662,200)	(1,735,893)	(1,843,410)	(107,517)	6%	
Beatty Park Leisure Centre Admin Revenue Total	(2,662,200)	(1,735,893)	(1,843,410)	(107,517)	6%	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,662,200	1,735,893	1,845,705	109,812	6%	
Beatty Park Leisure Centre Admin Indirect Revenue Total	2,662,200	1,735,893	1,845,705	109,812	6%	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	962,863	616,697	598,682	(18,015)	-3%	
Other Employee Costs	20,486	13,869	5,063	(8,806)	-63%	
Other Expenses	276,850	213,260	182,046	(31,214)	-15%	\$33,000 relating to the LED lights.
Operating Projects	180,000	90,000	0	(90,000)	-100%	Painting project scheduled to commence in May 2020.
Beatty Park Leisure Centre Admin Expenditure Total	1,440,199	933,826	785,791	(148,035)	-16%	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,440,199)	(919,826)	(788,085)	131,741	-14%	
Beatty Park Leisure Centre Admin Indirect Costs Total	(1,440,199)	(919,826)	(788,085)	131,741	-14%	
Beatty Park Leisure Centre Administration Total	0	14,000	0	(14,000)	-100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Beatty Park Leisure Centre Building</u>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(162,907)	(107,848)	(110,980)	(3,132)	3%	
Beatty Park Leisure Centre Building Revenue Total	(162,907)	(107,848)	(110,980)	(3,132)	3%	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	559,250	383,527	279,238	(104,289)	-27%	Major maintenance not required as yet.
Ground Maintenance	58,900	39,764	25,191	(14,573)	-37%	
Other Expenses	2,028,920	1,314,085	1,428,915	114,830	9%	
Beatty Park Leisure Centre Occupancy Costs Total	2,647,070	1,737,376	1,733,344	(4,032)	0%	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,484,163)	(1,651,337)	(1,622,364)	28,973	-2%	
Beatty Park Leisure Centre Indirect Costs Total	(2,484,163)	(1,651,337)	(1,622,364)	28,973	-2%	
Beatty Park Leisure Centre Building Total	0	(21,809)	(0)	21,809	-100%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Swimming Pool Areas						
Swimming Pool Areas Revenue						
Revenue	(1,784,100)	(1,227,233)	(1,284,546)	(57,313)	5%	
Swimming Pool Areas Revenue Total	(1,784,100)	(1,227,233)	(1,284,546)	(57,313)	5%	
Swimming Pool Areas Indirect Revenue						
Allocations	(427,287)	(278,613)	(296,236)	(17,623)	6%	
Swimming Pool Areas Indirect Revenue Total	(427,287)	(278,613)	(296,236)	(17,623)	6%	
Swimming Pool Areas Expenditure						
Employee Costs	1,039,679	671,292	744,180	72,888	11%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	20,800	12,754	13,457	703	6%	
Other Expenses	256,270	171,604	139,093	(32,511)	-19%	\$31,592 relating to plant maintenance not required as yet.
Swimming Pool Areas Expenditure Total	1,316,749	855,650	896,731	41,081	5%	
Swimming Pool Areas Indirect Costs						
Allocations	2,987,124	1,986,498	1,850,454	(136,044)	-7%	
Swimming Pool Areas Indirect Costs Total	2,987,124	1,986,498	1,850,454	(136,044)	-7%	
Swimming Pool Areas Total	2,092,486	1,336,302	1,166,403	(169,899)	-13%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Swim School						
Swim School Revenue						
Revenue	(1,575,000)	(1,000,318)	(1,081,598)	(81,280)	8%	
Swim School Revenue Total	(1,575,000)	(1,000,318)	(1,081,598)	(81,280)	8%	
Swim School Indirect Revenue						
Allocations	(4,524)	(2,950)	(3,138)	(188)	6%	
Swim School Indirect Revenue Total	(4,524)	(2,950)	(3,138)	(188)	6%	
Swim School Expenditure						
Employee Costs	882,234	569,517	582,739	13,222	2%	
Other Employee Costs	7,600	6,100	10,061	3,961	65%	
Other Expenses	39,750	35,653	23,656	(11,997)	-34%	
Swim School Expenditure Total	929,584	611,270	616,455	5,185	1%	
Swim School Indirect Costs						
Allocations	228,685	149,541	147,795	(1,746)	-1%	
Swim School Indirect Costs Total	228,685	149,541	147,795	(1,746)	-1%	
Swim School Total	(421,255)	(242,457)	(320,485)	(78,028)	32%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Café						
Cafe Revenue						
Revenue	(724,000)	(516,510)	(500,587)	15,923	-3%	
Cafe Revenue Total	(724,000)	(516,510)	(500,587)	15,923	-3%	
Cafe Indirect Revenue						
Allocations	(4,524)	(2,950)	(3,138)	(188)	6%	
Cafe Indirect Revenue Total	(4,524)	(2,950)	(3,138)	(188)	6%	
Cafe Expenditure						
Employee Costs	425,072	276,242	258,497	(17,745)	-6%	
Other Employee Costs	1,400	1,050	0	(1,050)	-100%	
Other Expenses	325,698	235,047	213,271	(21,776)	-9%	
Cafe Expenditure Total	752,170	512,339	471,769	(40,570)	-8%	
Cafe Indirect Costs						
Allocations	116,913	77,265	73,682	(3,583)	-5%	
Cafe Indirect Costs Total	116,913	77,265	73,682	(3,583)	-5%	
Café Total	140,559	70,144	41,726	(28,418)	-41%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Retail						
Retail Revenue						
Revenue	(535,000)	(399,000)	(385,107)	13,893	-3%	
Retail Revenue Total	(535,000)	(399,000)	(385,107)	13,893	-3%	
Retail Indirect Revenue						
Allocations	(797)	(520)	(554)	(34)	6%	
Retail Indirect Revenue Total	(797)	(520)	(554)	(34)	6%	
Retail Expenditure						
Employee Costs	75,292	47,822	39,345	(8,477)	-18%	
Other Employee Costs	950	475	0	(475)	-100%	
Other Expenses	290,700	226,098	174,227	(51,871)	-23%	Timing variance relating to stock purchase.
Retail Expenditure Total	366,942	274,395	213,573	(60,823)	-22%	
Retail Indirect Costs						
Allocations	96,810	63,734	58,417	(5,317)	-8%	
Retail Indirect Costs Total	96,810	63,734	58,417	(5,317)	-8%	
Retail Total	(72,045)	(61,391)	(113,671)	(52,280)	85%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Health and Fitness						
Health and Fitness Revenue						
Revenue	(170,500)	(120,336)	(123,663)	(3,327)	3%	
Health and Fitness Revenue Total	(170,500)	(120,336)	(123,663)	(3,327)	3%	
Health and Fitness Indirect Revenue						
Allocations	(1,472,463)	(960,122)	(1,020,859)	(60,737)	6%	
Health and Fitness Indirect Revenue Total	(1,472,463)	(960,122)	(1,020,859)	(60,737)	6%	
Health and Fitness Expenditure						
Employee Costs	541,883	347,043	370,074	23,031	7%	
Other Employee Costs	9,700	6,650	1,335	(5,315)	-80%	
Other Expenses	148,100	106,339	108,745	2,406	2%	
Health and Fitness Expenditure Total	699,683	460,032	480,155	20,123	4%	
Health and Fitness Indirect Costs						
Allocations	660,544	437,615	398,988	(38,627)	-9%	
Health and Fitness Indirect Costs Total	660,544	437,615	398,988	(38,627)	-9%	
Health and Fitness Total	(282,736)	(182,811)	(265,380)	(82,569)	45%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Group Fitness						
Group Fitness Revenue						
Revenue	(162,000)	(108,164)	(92,493)	15,671	-14%	
Group Fitness Revenue Total	(162,000)	(108,164)	(92,493)	15,671	-14%	
Group Fitness Indirect Revenue						
Allocations	(499,959)	(325,999)	(346,623)	(20,624)	6%	
Group Fitness Indirect Revenue Total	(499,959)	(325,999)	(346,623)	(20,624)	6%	
Group Fitness Expenditure						
Employee Costs	190,927	121,249	159,805	38,556	32%	Costs relating to training instructor is under budget. To be adjusted in MYBR.
Other Employee Costs	4,100	2,950	915	(2,035)	-69%	
Other Expenses	138,250	94,064	100,959	6,895	7%	
Group Fitness Expenditure Total	333,277	218,263	261,679	43,416	20%	
Group Fitness Indirect Costs						
Allocations	215,531	142,588	137,941	(4,647)	-3%	
Group Fitness Indirect Costs Total	215,531	142,588	137,941	(4,647)	-3%	
Group Fitness Total	(113,151)	(73,312)	(39,496)	33,816	-46%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Aqua Fitness						
Aqua Fitness Revenue						
Revenue	(33,000)	(22,000)	(22,375)	(375)	2%	
Aqua Fitness Revenue Total	(33,000)	(22,000)	(22,375)	(375)	2%	
Aqua Fitness Indirect Revenue						
Allocations	(211,647)	(138,005)	(146,734)	(8,729)	6%	
Aqua Fitness Indirect Revenue Total	(211,647)	(138,005)	(146,734)	(8,729)	6%	
Aqua Fitness Expenditure						
Employee Costs	36,623	23,570	15,637	(7,933)	-34%	
Other Employee Costs	450	225	0	(225)	-100%	
Other Expenses	32,350	21,400	8,042	(13,358)	-62%	
Aqua Fitness Expenditure Total	69,423	45,195	23,679	(21,516)	-48%	
Aqua Fitness Indirect Costs						
Allocations	131,085	85,393	81,684	(3,709)	-4%	
Aqua Fitness Indirect Costs Total	131,085	85,393	81,684	(3,709)	-4%	
Aqua Fitness Total	(44,139)	(29,417)	(63,746)	(34,329)	117%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Crèche						
Crèche Revenue						
Revenue	(24,500)	(16,336)	(18,934)	(2,598)	16%	
Crèche Revenue Total	(24,500)	(16,336)	(18,934)	(2,598)	16%	
Crèche Indirect Revenue						
Allocations	(40,999)	(26,734)	(28,424)	(1,690)	6%	
Crèche Indirect Revenue Total	(40,999)	(26,734)	(28,424)	(1,690)	6%	
Crèche Expenditure						
Employee Costs	235,718	152,185	144,356	(7,829)	-5%	
Other Employee Costs	1,425	713	183	(530)	-74%	
Other Expenses	8,375	6,313	785	(5,528)	-88%	
Crèche Expenditure Total	245,518	159,211	145,323	(13,888)	-9%	
Crèche Indirect Costs						
Allocations	113,380	74,779	72,563	(2,216)	-3%	
Crèche Indirect Costs Total	113,380	74,779	72,563	(2,216)	-3%	
Crèche Total	293,399	190,920	170,529	(20,391)	-11%	

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Community Partnership Mgmt Administration</u>						
Community Partnerships Management Administration						
Employee Costs	172,084	172,084	173,360	1,276	1%	
Other Expenses	153,000	91,444	9,441	(82,003)	-90%	Budget to be reallocated at MYBR due to organisational restructure.
Community Partnerships Management Administration Total	325,084	263,528	182,802	(80,726)	-31%	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	68,590	68,590	37,375	(31,215)	-46%	
Library Occupancy Costs Allocations	2,065	2,065	0	(2,065)	-100%	
Community Partnerships Mgmt Admin Recove	(272,627)	(272,627)	(251,081)	21,546	-8%	
Community Partnerships Mgmt Admin Indirect Costs Total	(201,972)	(201,972)	(213,706)	(11,734)	6%	
Community Partnership Mgmt Administration Total	123,112	61,556	(30,904)	(92,460)	-150%	
<u>Customer Service Centre</u>						
Customer Services Centre Expenditure						
Employee Costs	597,134	381,941	293,598	(88,343)	-23%	Favourable variance due to vacant positions.
Other Employee Costs	7,700	5,300	585	(4,715)	-89%	
Other Expenses	41,000	27,336	14,697	(12,639)	-46%	
Customer Services Centre Expenditure Total	645,834	414,577	308,880	(105,697)	-25%	
Customer Services Centre Indirect Costs						
Allocations	(645,834)	(414,577)	(308,880)	105,697	-25%	
Customer Services Centre Indirect Costs Total	(645,834)	(414,577)	(308,880)	105,697	-25%	
Customer Service Centre Total	0	0	0	0		

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Library Services						
Library Services Revenue						
Revenue	(19,700)	(13,128)	(2,934)	10,194	-78%	
Library Services Revenue Total	(19,700)	(13,128)	(2,934)	10,194	-78%	
Library Services Expenditure						
Employee Costs	997,633	620,326	652,526	32,200	5%	
Other Employee Costs	13,290	8,738	6,240	(2,498)	-29%	
Other Expenses	123,450	80,590	64,700	(15,890)	-20%	
Library Services Expenditure Total	1,134,373	709,654	723,466	13,812	2%	
Library Services Indirect Costs						
Allocations	483,184	314,797	300,418	(14,379)	-5%	
Community Partnerships Mgmt Admin Alloca	33,910	33,910	31,357	(2,553)	-8%	
Library Occupancy Costs Allocations	20,185	15,072	16,125	1,053	7%	
Library Services Indirect Costs Total	537,279	363,779	347,899	(15,880)	-4%	
Library Services Total	1,651,952	1,060,305	1,068,431	8,126	1%	
Library Building						
Library Occupancy Costs						
Building Maintenance	135,500	106,492	87,652	(18,840)	-18%	
Ground Maintenance	0	0	2,925	2,925	100%	
Other Expenses	157,937	105,289	103,114	(2,175)	-2%	
Library Occupancy Costs Total	293,437	211,781	193,690	(18,091)	-9%	
Library Indirect Costs						
Allocations	5,422	3,616	3,424	(192)	-5%	
Library Occupancy Costs Recovery	(59,769)	(43,078)	(52,643)	(9,565)	22%	
Library Indirect Costs Total	(54,347)	(39,462)	(49,219)	(9,757)	25%	
Library Building Total	239,090	172,319	144,471	(27,848)	-16%	

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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Loftus Community Centre Revenue</u>						
Loftus Community Centre Revenue						
Revenue	(75,000)	(12,500)	0	12,500	-100%	
Loftus Community Centre Revenue Total	(75,000)	(12,500)	0	12,500	-100%	
<u>Loftus Community Centre Expenditure</u>						
Loftus Community Centre Expenditure						
Employee Costs	85,000	26,156	13,398	(12,758)	-49%	
Building Maintenance	16,272	5,424	0	(5,424)	-100%	
Other Expenses	16,778	5,592	3,547	(2,045)	-37%	
Loftus Community Centre Expenditure Total	118,050	37,172	16,945	(20,227)	-54%	
<u>Loftus Community Centre Indirect Costs</u>						
Loftus Community Centre Indirect Costs						
Allocations	6,950	2,316	0	(2,316)	-100%	
Loftus Community Centre Indirect Costs Total	6,950	2,316	0	(2,316)	-100%	
Loftus Community Centre Indirect Costs Total	6,950	2,316	0	(2,316)	-100%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Director Strategy and Development Services</u>						
Director Strategy and Development Services						
Employee Costs	319,647	203,020	202,366	(654)	0%	
Other Employee Costs	6,354	4,232	2,559	(1,673)	-40%	
Other Expenses	3,630	2,408	625	(1,783)	-74%	
Director Strategy and Development Services Total	329,631	209,660	205,551	(4,109)	-2%	
Director Strategy and Development Services Total	329,631	209,660	205,551	(4,109)	-2%	
<u>Director Strategy and Development Ser Indirect Co</u>						
Director Strategy and Development Ser Indirect Co						
Allocations	(329,631)	(209,660)	(205,551)	4,109	-2%	
Director Strategy and Development Ser Indirect Co Total	(329,631)	(209,660)	(205,551)	4,109	-2%	
Director Strategy and Development Ser Indirect Co Total	(329,631)	(209,660)	(205,551)	4,109	-2%	
<u>Health Administration and Inspection</u>						
Health Administration and Inspection Revenue						
Revenue	(351,605)	(309,637)	(324,847)	(15,210)	5%	
Health Administration and Inspection Revenue Total	(351,605)	(309,637)	(324,847)	(15,210)	5%	
Health Administration and Inspection Expenditure						
Employee Costs	921,683	585,374	576,085	(9,289)	-2%	
Other Employee Costs	24,783	15,106	15,514	408	3%	
Other Expenses	108,300	56,900	11,321	(45,579)	-80%	\$18,500 relating to legal fees not required as yet. Timing variance of \$10,050 for syringe disposal strategy and other positive variances are individually immaterial.
Health Administration and Inspection Expenditure Total	1,054,766	657,380	602,920	(54,460)	-8%	
Health Administration and Inspection Indirect Cost						
Allocations	538,808	358,423	355,277	(3,146)	-1%	
Health Administration and Inspection Indirect Cost Total	538,808	358,423	355,277	(3,146)	-1%	
Health Administration and Inspection Total	1,241,969	706,166	633,350	(72,816)	-10%	

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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Food Control						
Food Control Revenue						
Revenue	(500)	(250)	0	250	-100%	
Food Control Revenue Total	(500)	(250)	0	250	-100%	
Food Control Expenditure						
Other Expenses	15,500	10,416	8,815	(1,601)	-15%	
Food Control Expenditure Total	15,500	10,416	8,815	(1,601)	-15%	
Food Control Total	15,000	10,166	8,815	(1,351)	-13%	
Health Clinics						
Health Clinics Revenue						
Revenue	(19,260)	(13,371)	(34,911)	(21,540)	161%	Favourable variance due to new lease income from Highgate Child Health Clinic and Loftus Child Health Clinic respectively.
Health Clinics Revenue Total	(19,260)	(13,371)	(34,911)	(21,540)	161%	
Health Clinics Expenditure						
Building Maintenance	17,650	11,300	9,674	(1,626)	-14%	
Ground Maintenance	0	0	2,664	2,664	100%	
Other Expenses	57,879	38,854	43,028	4,174	11%	
Health Clinics Expenditure Total	75,529	50,154	55,366	5,212	10%	
Health Clinics Indirect Costs						
Allocations	1,751	1,168	1,096	(72)	-6%	
Health Clinics Indirect Costs Total	1,751	1,168	1,096	(72)	-6%	
Health Clinics Total	58,020	37,951	21,551	(16,400)	-43%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Statutory Planning Services						
Statutory Planning Services Revenue						
Revenue	(929,551)	(447,494)	(534,800)	(87,306)	20%	A favourable variance of \$260,240 from the recognition of revenue from Percent of Art that is offset by an unfavourable revenue variance of \$132,241 relating to development applications (lower than anticipated). Budget will be adjusted at MYBR accordingly.
Statutory Planning Services Revenue Total	(929,551)	(447,494)	(534,800)	(87,306)	20%	
Statutory Planning Services Expenditure						
Statutory Planning Services Expenditure						
Employee Costs	1,071,753	680,700	758,247	77,547	11%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	13,992	9,328	6,568	(2,760)	-30%	
Other Expenses	330,584	233,292	136,614	(96,678)	-41%	\$42,589 Development Application panel expenses not required as yet and a timing variance of \$39,317 for legal fees. Budget will be adjusted at MYBR.
Statutory Planning Services Expenditure Total	1,416,329	923,320	901,430	(21,890)	-2%	
Statutory Planning Services Indirect Costs						
Statutory Planning Services Indirect Costs						
Allocations	581,950	387,002	378,561	(8,441)	-2%	
Statutory Planning Services Indirect Costs Total	581,950	387,002	378,561	(8,441)	-2%	
Statutory Planning Services Total	1,068,728	862,828	745,190	(117,638)	-14%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Compliance Services						
Compliance Services Revenue						
Revenue	(19,800)	(13,200)	(43,637)	(30,437)	231%	Court fees revenue higher than anticipated. Budget to be adjusted in MYBR accordingly.
Compliance Services Revenue Total	(19,800)	(13,200)	(43,637)	(30,437)	231%	
Compliance Services Expenditure						
Employee Costs	447,368	284,126	287,314	3,188	1%	
Other Employee Costs	11,391	7,692	8,373	681	9%	
Other Expenses	98,400	65,592	23,163	(42,429)	-65%	\$40,277 relating to legal fees not required as yet.
Compliance Services Expenditure Total	557,159	357,410	318,851	(38,559)	-11%	
Compliance Services Indirect Costs						
Allocations	265,498	176,558	175,681	(877)	0%	
Compliance Services Indirect Costs Total	265,498	176,558	175,681	(877)	0%	
Compliance Services Total	802,857	520,768	450,895	(69,873)	-13%	
Policy and Place Services						
Policy and Place Services Revenue						
Revenue	(1,800)	(1,200)	(956)	244	-20%	
Policy and Place Services Revenue Total	(1,800)	(1,200)	(956)	244	-20%	
Policy and Place Serv Expenditure						
Employee Costs	1,215,677	744,184	702,284	(41,900)	-6%	
Other Employee Costs	24,854	17,690	18,194	504	3%	
Other Expenses	560,577	284,083	161,411	(122,672)	-43%	Favourable variance due to misalignment between the delivery of works and the budget phasing. Phasing to be adjusted in MYBR.
Operating Projects	241,000	207,668	22,630	(185,038)	-89%	Budget to be adjusted at MYBR due to change in scope of works.
Policy and Place Serv Expenditure Total	2,042,108	1,253,625	904,519	(349,106)	-28%	
Policy and Place Services Indirect Cost						
Allocations	657,434	422,432	430,893	8,461	2%	
Policy and Place Services Indirect Cost Total	657,434	422,432	430,893	8,461	2%	
Policy and Place Services Total	2,697,742	1,674,857	1,334,456	(340,401)	-20%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Building Control</u>						
Building Control Revenue						
Revenue	(356,300)	(238,161)	(211,165)	26,996	-11%	Revenue lower than anticipated.
Building Control Revenue Total	(356,300)	(238,161)	(211,165)	26,996	-11%	
Building Control Expenditure						
Employee Costs	316,347	200,919	230,699	29,780	15%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	24,053	16,032	5,654	(10,378)	-65%	
Other Expenses	55,600	37,056	7,051	(30,005)	-81%	Timing variance of \$12,498 for consultant fees and other positive variances are individually immaterial.
Building Control Expenditure Total	396,000	254,007	243,404	(10,603)	-4%	
Building Control Indirect Costs						
Allocations	197,934	131,640	131,586	(54)	0%	
Building Control Indirect Costs Total	197,934	131,640	131,586	(54)	0%	
Building Control Total	237,634	147,486	163,825	16,339	11%	
<u>Director Infrastructure and Environment Expe</u>						
Director Infrastructure and Environment Expe						
Employee Costs	391,459	248,647	252,530	3,883	2%	
Other Employee Costs	20,574	14,862	5,350	(9,512)	-64%	
Other Expenses	74,200	49,464	18,273	(31,191)	-63%	\$19,552 relating to consultant fees not required as yet.
Director Infrastructure and Environment Expe Total	486,233	312,973	276,153	(36,820)	-12%	
Director Infrastructure and Environment Expe Total	486,233	312,973	276,153	(36,820)	-12%	
<u>Director Infrastructure and Environment Indirect</u>						
Director Infrastructure and Environment Indirect						
Allocations	(486,233)	(312,973)	(276,153)	36,820	-12%	
Director Infrastructure and Environment Indirect Total	(486,233)	(312,973)	(276,153)	36,820	-12%	
Director Infrastructure and Environment Indirect Total	(486,233)	(312,973)	(276,153)	36,820	-12%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Ranger Services Administration</u>						
Ranger Services Administration Revenue						
Revenue	(3,000)	(2,000)	(2,251)	(251)	13%	
Ranger Services Administration Revenue Total	(3,000)	(2,000)	(2,251)	(251)	13%	
Ranger Services Administration Expenditure						
Employee Costs	2,208,961	1,404,088	1,555,123	151,035	11%	Timing variance due to 3 payroll payments being processed in February instead of two that was budgeted for.
Other Employee Costs	52,047	34,046	52,720	18,674	55%	
Other Expenses	229,000	146,422	77,830	(68,592)	-47%	\$17,500 for consultant fees, \$30,000 for CCTV maintenance and \$10,000 for legal costs not required as yet. Budget to be adjusted accordingly as part of MYBR.
Ranger Services Administration Expenditure Total	2,490,008	1,584,556	1,685,673	101,117	6%	
Ranger Services Administration Indirect Costs						
Allocations	(2,487,008)	(1,582,556)	(1,683,421)	(100,865)	6%	
Ranger Services Administration Indirect Costs Total	(2,487,008)	(1,582,556)	(1,683,421)	(100,865)	6%	
Ranger Services Administration Total	0	0	0	(0)	100%	
<u>Fire Prevention</u>						
Fire Prevention Revenue						
Revenue	(3,000)	(3,000)	(2,432)	568	-19%	
Fire Prevention Revenue Total	(3,000)	(3,000)	(2,432)	568	-19%	
Fire Prevention Indirect Costs						
Allocations	35,611	23,012	23,343	331	1%	
Fire Prevention Indirect Costs Total	35,611	23,012	23,343	331	1%	
Fire Prevention Total	32,611	20,012	20,911	899	4%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Animal Control</u>						
Animal Control Revenue						
Revenue	(74,100)	(67,728)	(72,500)	(4,772)	7%	
Animal Control Revenue Total	(74,100)	(67,728)	(72,500)	(4,772)	7%	
Animal Control Expenditure						
Other Expenses	12,300	8,192	13,010	4,818	59%	
Animal Control Expenditure Total	12,300	8,192	13,010	4,818	59%	
Animal Control Indirect Costs						
Allocations	284,997	184,160	205,072	20,912	11%	
Animal Control Indirect Costs Total	284,997	184,160	205,072	20,912	11%	
Animal Control Total	223,197	124,624	145,582	20,958	17%	
<u>Local Laws (Law and Order)</u>						
Local Laws (Law and Order) Revenue						
Revenue	(48,850)	(48,186)	(44,723)	3,463	-7%	
Local Laws (Law and Order) Revenue Total	(48,850)	(48,186)	(44,723)	3,463	-7%	
Local Laws (Law and Order) Indirect Costs						
Allocations	455,997	294,657	312,938	18,281	6%	
Local Laws (Law and Order) Indirect Costs Total	455,997	294,657	312,938	18,281	6%	
Local Laws (Law and Order) Total	407,147	246,471	268,215	21,744	9%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Abandoned Vehicles						
Abandoned Vehicles Revenue						
Revenue	(13,500)	(9,000)	(3,940)	5,060	-56%	
Abandoned Vehicles Revenue Total	(13,500)	(9,000)	(3,940)	5,060	-56%	
Abandoned Vehicles Expenditure						
Other Expenses	9,000	6,000	3,010	(2,990)	-50%	
Abandoned Vehicles Expenditure Total	9,000	6,000	3,010	(2,990)	-50%	
Abandoned Vehicles Indirect Costs						
Allocations	398,997	257,825	268,743	10,918	4%	
Abandoned Vehicles Indirect Costs Total	398,997	257,825	268,743	10,918	4%	
Abandoned Vehicles Total	394,497	254,825	267,813	12,988	5%	
Inspectorial Control						
Inspectorial Control Revenue						
Revenue	(2,627,750)	(1,758,750)	(1,434,087)	324,663	-18%	Revenue lower than anticipated. Budget to be adjusted accordingly at MYBR.
Inspectorial Control Revenue Total	(2,627,750)	(1,758,750)	(1,434,087)	324,663	-18%	
Inspectorial Control Expenditure						
Other Expenses	1,067,195	849,790	808,280	(41,510)	-5%	
Inspectorial Control Expenditure Total	1,067,195	849,790	808,280	(41,510)	-5%	
Inspectorial Control Indirect Costs						
Allocations	2,536,474	1,639,021	1,657,397	18,376	1%	
Inspectorial Control Indirect Costs Total	2,536,474	1,639,021	1,657,397	18,376	1%	
Inspectorial Control Total	975,919	730,061	1,031,589	301,528	41%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Car Park Control</u>						
Car Park Control Revenue						
Revenue	(2,891,579)	(1,927,720)	(1,920,126)	7,594	0%	
Car Park Control Revenue Total	(2,891,579)	(1,927,720)	(1,920,126)	7,594	0%	
Car Park Control Expenditure						
Ground Maintenance	108,650	72,440	106,917	34,477		48% Additional maintenance works required at some carparks. Budget to be adjusted as part of the MYBR.
Other Expenses	713,948	507,784	507,924	140	0%	
Car Park Control Expenditure Total	822,598	580,224	614,841	34,617	6%	
Car Park Control Total	(2,068,981)	(1,347,496)	(1,305,285)	42,211	-3%	
<u>Kerbside Parking Control</u>						
Kerbside Parking Control Revenue						
Revenue	(2,525,598)	(1,683,736)	(1,712,119)	(28,383)	2%	
Kerbside Parking Control Revenue Total	(2,525,598)	(1,683,736)	(1,712,119)	(28,383)	2%	
Kerbside Parking Control Expenditure						
Other Expenses	550,761	378,043	402,986	24,943	7%	
Kerbside Parking Control Expenditure Total	550,761	378,043	402,986	24,943	7%	
Kerbside Parking Control Total	(1,974,837)	(1,305,693)	(1,309,133)	(3,440)	0%	
<u>Dog Pound Expenditure</u>						
Dog Pound Expenditure						
Building Maintenance	1,300	864	4,193	3,329	385%	
Dog Pound Expenditure Total	1,300	864	4,193	3,329	385%	
Dog Pound Expenditure Total	1,300	864	4,193	3,329	385%	

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Community Connections						
Community Connections Expenditure						
Employee Costs	51,572	32,755	40,249	7,494	23%	
Other Expenses	98,720	69,746	36,146	(33,600)	-48%	Timing variance in the delivery of works relating to Noongar Outreach and Safer Vincent initiatives.
Community Connections Expenditure Total	150,292	102,501	76,395	(26,106)	-25%	
Community Connections Indirect Costs						
Allocations	25,052	16,594	20,057	3,463	21%	
Community Partnerships Mgmt Admin Alloca	67,817	67,817	62,738	(5,079)	-7%	
Library Occupancy Costs Allocations	1,050	790	821	31	4%	
Community Connections Indirect Costs Total	93,919	85,201	83,616	(1,585)	-2%	
Community Connections Total	244,211	187,702	160,011	(27,691)	-15%	
Engineering Design Services						
Engineering Design Services Revenue						
Revenue	(7,500)	(3,515)	(2,893)	622	-18%	
Engineering Design Services Revenue Total	(7,500)	(3,515)	(2,893)	622	-18%	
Engineering Design Services Expenditure						
Employee Costs	607,858	386,045	405,235	19,190	5%	
Other Employee Costs	32,514	20,922	64,410	43,488	208%	Variance due to agency labour costs relating to leave cover.
Other Expenses	264,550	174,782	51,230	(123,552)	-71%	Timing variance of \$58,330 for asset management - data collection & building condition survey costs and \$32,230 for consultant fees. Other items are individually immaterial.
Operating Projects	280,000	280,000	250,000	(30,000)	-11%	Timing variance on the payment of invoice relating to signalled pedestrian crossing project. To be adjusted at MYBR.
Engineering Design Services Expenditure Total	1,184,922	861,749	770,875	(90,874)	-11%	
Engineering Design Services Indirect Costs						
Allocations	327,471	218,142	208,566	(9,576)	-4%	
Engineering Design Services Indirect Costs Total	327,471	218,142	208,566	(9,576)	-4%	
Engineering Design Services Total	1,504,893	1,076,376	976,547	(99,829)	-9%	

CITY OF VINCENT
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Bike Station Expenditure</u>						
Bike Station Expenditure						
Other Expenses	5,000	2,500	4,264	1,764	71%	
Bike Station Expenditure Total	5,000	2,500	4,264	1,764	71%	
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Bike Station Expenditure Total	5,000	2,500	4,264	1,764	71%	
<u>Street Lighting</u>						
Street Lighting Revenue						
Revenue	(24,500)	0	0	0		
Street Lighting Revenue Total	(24,500)	0	0	0		
Street Lighting Expenditure						
Other Expenses	765,000	505,828	415,019	(90,809)	-18%	Timing variance on electricity costs.
Street Lighting Expenditure Total	765,000	505,828	415,019	(90,809)	-18%	
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Street Lighting Total	740,500	505,828	415,019	(90,809)	-18%	
<u>Bus Shelter</u>						
Bus Shelter Revenue						
Revenue	(109,000)	(25,000)	(44,775)	(19,775)	79%	
Bus Shelter Revenue Total	(109,000)	(25,000)	(44,775)	(19,775)	79%	
Bus Shelter Expenditure						
Other Expenses	118,864	79,242	63,513	(15,729)	-20%	
Bus Shelter Expenditure Total	118,864	79,242	63,513	(15,729)	-20%	
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Bus Shelter Total	9,864	54,242	18,738	(35,504)	-65%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parking and Street Name Signs Expenditure</u>						
Parking and Street Name Signs Expenditure						
Other Expenses	86,000	57,336	56,695	(641)	-1%	
Parking and Street Name Signs Expenditure Total	86,000	57,336	56,695	(641)	-1%	
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Parking and Street Name Signs Expenditure Total	86,000	57,336	56,695	(641)	-1%	
<u>Crossovers</u>						
Crossovers Revenue						
Revenue	0	0	(250)	(250)	100%	
Crossovers Revenue Total	0	0	(250)	(250)	100%	
<hr/>						
Crossovers Expenditure						
Other Expenses	15,000	10,000	9,455	(545)	-5%	
Crossovers Expenditure Total	15,000	10,000	9,455	(545)	-5%	
<hr/>						
Crossovers Total	15,000	10,000	9,205	(795)	-8%	
<u>Roads Linemarking Expenditure</u>						
Roads Linemarking Expenditure						
Other Expenses	65,000	43,336	43,708	372	1%	
Roads Linemarking Expenditure Total	65,000	43,336	43,708	372	1%	
<hr/>						
Roads Linemarking Expenditure Total	65,000	43,336	43,708	372	1%	
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	70,000	70,000	66,869	(3,131)	-4%	
Tree Lighting Leederville Expenditure Total	70,000	70,000	66,869	(3,131)	-4%	
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Tree Lighting Leederville Expenditure Total	70,000	70,000	66,869	(3,131)	-4%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parklets Expenditure</u>						
Parklets Expenditure						
Other Expenses	3,500	1,750	271	(1,479)	-85%	
Parklets Expenditure Total	3,500	1,750	271	(1,479)	-85%	
<u>Environmental Services</u>						
Environmental Services Revenue						
Revenue	(8,000)	(5,336)	(5,901)	(565)	11%	
Environmental Services Revenue Total	(8,000)	(5,336)	(5,901)	(565)	11%	
Environmental Services Expenditure						
Employee Costs	89,389	56,772	67,256	10,484	18%	
Other Expenses	233,300	113,364	90,632	(22,732)	-20%	Timing variance in delivery of works relating to Adopt a Verge Initiative project.
Environmental Services Expenditure Total	322,689	170,136	157,888	(12,248)	-7%	
Environmental Services Indirect Costs						
Allocations	45,896	30,691	29,788	(903)	-3%	
Environmental Services Indirect Costs Total	45,896	30,691	29,788	(903)	-3%	
Environmental Services Total	360,585	195,491	181,775	(13,716)	-7%	

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 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Property Management Administration						
Property Management Administration Revenue						
Revenue	(2,000)	(1,336)	(11,146)	(9,810)	734%	
Property Management Administration Revenue Total	(2,000)	(1,336)	(11,146)	(9,810)	734%	
Property Management Administration Expenditure						
Employee Costs	304,768	193,550	209,206	15,656	8%	
Other Employee Costs	4,770	3,184	3,184	0	0%	
Other Expenses	2,650	1,760	2,015	255	14%	
Property Management Administration Expenditure Total	312,188	198,494	214,405	15,911	8%	
Property Management Administration Indirect Costs						
Allocations	215,341	143,295	110,631	(32,664)	-23%	
Property Management Administration Indirect Costs Total	215,341	143,295	110,631	(32,664)	-23%	
Property Management Administration Total	525,529	340,453	313,889	(26,564)	-8%	
Civic Centre Building						
Civic Centre Building Expenditure						
Building Maintenance	284,400	193,575	259,744	66,169	34%	Due to additional maintenance works required at the Admin building. Budget will be adjusted in MYBR.
Ground Maintenance	66,100	44,892	24,096	(20,796)	-46%	Timing variance of works.
Other Expenses	809,485	542,368	613,893	71,525	13%	Depreciation variance. Budget to be adjusted at MYBR.
Civic Centre Building Expenditure Total	1,159,985	780,835	897,733	116,898	15%	
Civic Centre Building Indirect Costs						
Allocations	(1,159,985)	(780,835)	(897,733)	(116,898)	15%	
Civic Centre Building Indirect Costs Total	(1,159,985)	(780,835)	(897,733)	(116,898)	15%	
Civic Centre Building Total	0	0	0	(0)	100%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Child Care Centres and Play Groups						
Child Care Centres and Play Groups Revenue						
Revenue	(11,686)	(5,978)	(8,547)	(2,569)	43%	
Child Care Centres and Play Groups Revenue Total	(11,686)	(5,978)	(8,547)	(2,569)	43%	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	5,400	3,423	6,895	3,472	101%	
Ground Maintenance	500	336	478	142	42%	
Other Expenses	46,684	31,119	31,773	654	2%	
Child Care Centres and Play Groups Expenditure Total	52,584	34,878	39,146	4,268	12%	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,171	1,448	1,352	(96)	-7%	
Child Care Centres and Play Groups Indirect Costs Total	2,171	1,448	1,352	(96)	-7%	
Child Care Centres and Play Groups Total	43,069	30,348	31,951	1,603	5%	
Pre Schools and Kindergartens						
Pre Schools and Kindergartens Revenue						
Revenue	(56,433)	(37,472)	(41,702)	(4,230)	11%	
Pre Schools and Kindergartens Revenue Total	(56,433)	(37,472)	(41,702)	(4,230)	11%	
Pre Schools and Kindergartens Expenditure						
Building Maintenance	2,775	1,955	1,861	(94)	-5%	
Ground Maintenance	4,000	4,000	889	(3,111)	-78%	
Other Expenses	47,805	31,870	36,036	4,166	13%	
Pre Schools and Kindergartens Expenditure Total	54,580	37,825	38,786	961	3%	
Pre Schools and Kindergartens Indirect Costs						
Allocations	1,591	1,064	968	(96)	-9%	
Pre Schools and Kindergartens Indirect Costs Total	1,591	1,064	968	(96)	-9%	
Pre Schools and Kindergartens Total	(262)	1,417	(1,949)	(3,366)	-238%	

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Community and Welfare Centres</u>						
Community and Welfare Centres Revenue						
Revenue	(64,784)	(39,942)	(31,581)	8,361	-21%	
Community and Welfare Centres Revenue Total	(64,784)	(39,942)	(31,581)	8,361	-21%	
Community and Welfare Centres Expenditure						
Building Maintenance	26,450	18,235	19,926	1,691	9%	
Ground Maintenance	3,150	2,104	2,281	177	8%	
Other Expenses	224,628	166,638	117,669	(48,969)	-29%	Due to timing variance of \$50,000 for HQ Youth Facility subsidy expenditure. Budget to be spent in March 2020.
Community and Welfare Centres Expenditure Total	254,228	186,977	139,876	(47,101)	-25%	
Community and Welfare Centres Indirect Costs						
Allocations	7,145	4,760	4,264	(496)	-10%	
Community and Welfare Centres Indirect Costs Total	7,145	4,760	4,264	(496)	-10%	
Community and Welfare Centres Total	196,589	151,795	112,559	(39,236)	-26%	
<u>Department of Sports and Recreation Building</u>						
Dept of Sports and Recreation Building Revenue						
Revenue	(770,115)	(510,826)	(531,812)	(20,986)	4%	
Dept of Sports and Recreation Building Revenue Total	(770,115)	(510,826)	(531,812)	(20,986)	4%	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	98,000	67,750	77,783	10,033	15%	
Ground Maintenance	9,800	6,544	3,688	(2,856)	-44%	
Other Expenses	488,067	339,892	355,279	15,387	5%	
Dept of Sports and Recreation Building Expenditure Total	595,867	414,186	436,750	22,564	5%	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	12,469	8,312	7,096	(1,216)	-15%	
Dept of Sports and Recreation Building Indirect Costs Total	12,469	8,312	7,096	(1,216)	-15%	
Department of Sports and Recreation Building Total	(161,779)	(88,328)	(87,966)	362	0%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
nib Stadium						
nib Stadium Revenue						
Revenue	(27,765)	(27,765)	(27,847)	(82)	0%	
nib Stadium Revenue Total	(27,765)	(27,765)	(27,847)	(82)	0%	
nib Stadium Expenditure						
Other Expenses	17,835	11,889	11,859	(30)	0%	
nib Stadium Expenditure Total	17,835	11,889	11,859	(30)	0%	
nib Stadium Total	(9,930)	(15,876)	(15,989)	(113)	1%	
Leederville Oval						
Leederville Oval Revenue						
Revenue	(242,274)	(159,414)	(119,019)	40,395	-25%	Timing variance due to ongoing discussions with the tenants.
Leederville Oval Revenue Total	(242,274)	(159,414)	(119,019)	40,395	-25%	
Leederville Oval Expenditure						
Building Maintenance	33,600	24,800	3,020	(21,780)	-88%	Major maintenance not required as yet.
Ground Maintenance	100,000	66,664	49,465	(17,199)	-26%	
Other Expenses	461,699	305,710	308,317	2,607	1%	
Leederville Oval Expenditure Total	595,299	397,174	360,802	(36,372)	-9%	
Leederville Oval Indirect Costs						
Allocations	11,872	7,912	7,408	(504)	-6%	
Leederville Oval Indirect Costs Total	11,872	7,912	7,408	(504)	-6%	
Leederville Oval Total	364,897	245,672	249,191	3,519	1%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Loftus Centre						
Loftus Centre Revenue						
Revenue	(660,984)	(437,208)	(422,996)	14,212	-3%	
Loftus Centre Revenue Total	(660,984)	(437,208)	(422,996)	14,212	-3%	
Loftus Centre Expenditure						
Building Maintenance	87,100	47,208	127,317	80,109	170%	\$62,000 overspent due to additional works required. Budget to be adjusted as part of MYBR.
Ground Maintenance	35,850	23,896	17,869	(6,027)	-25%	
Other Expenses	794,268	515,385	537,633	22,248	4%	
Operating Projects	130,000	130,000	133,774	3,774	3%	
Loftus Centre Expenditure Total	1,047,218	716,489	816,593	100,104	14%	
Loftus Centre Indirect Costs						
Allocations	21,685	14,464	13,536	(928)	-6%	
Loftus Centre Indirect Costs Total	21,685	14,464	13,536	(928)	-6%	
Loftus Centre Total	407,919	293,745	407,133	113,388	39%	
Public Halls						
Public Halls Revenue						
Revenue	(164,319)	(82,585)	(98,740)	(16,155)	20%	
Public Halls Revenue Total	(164,319)	(82,585)	(98,740)	(16,155)	20%	
Public Halls Expenditure						
Building Maintenance	130,500	81,293	70,428	(10,865)	-13%	
Ground Maintenance	2,000	2,000	0	(2,000)	-100%	
Other Expenses	217,909	146,171	184,097	37,926	26%	Depreciation variance. Budget to be adjusted at MYBR.
Public Halls Expenditure Total	350,409	229,464	254,526	25,062	11%	
Public Halls Indirect Costs						
Allocations	5,742	3,832	3,568	(264)	-7%	
Public Halls Indirect Costs Total	5,742	3,832	3,568	(264)	-7%	
Public Halls Total	191,832	150,711	159,353	8,642	6%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Reserves Pavilions and Facilities						
Reserves Pavilions and Facilities Revenue						
Revenue	(77,631)	(40,891)	(56,141)	(15,250)	37%	
Reserves Pavilions and Facilities Revenue Total	(77,631)	(40,891)	(56,141)	(15,250)	37%	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	314,605	208,320	197,157	(11,163)	-5%	
Ground Maintenance	5,500	4,375	262	(4,113)	-94%	
Other Expenses	303,816	204,205	216,852	12,647	6%	
Operating Projects	60,000	60,000	51,079	(8,921)	-15%	
Reserves Pavilions and Facilities Expenditure Total	683,921	476,900	465,350	(11,550)	-2%	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	7,392	4,936	3,960	(976)	-20%	
Reserves Pavilions and Facilities Indirect Costs Total	7,392	4,936	3,960	(976)	-20%	
Reserves Pavilions and Facilities Total	613,682	440,945	413,169	(27,776)	-6%	
Sporting Clubs Buildings						
Sporting Clubs Buildings Revenue						
Revenue	(132,988)	(72,709)	(93,277)	(20,568)	28%	\$10,000 additional revenue from usage fees and charges, and timing variance of \$10,000 for building insurance recoup.
Sporting Clubs Buildings Revenue Total	(132,988)	(72,709)	(93,277)	(20,568)	28%	
Sporting Clubs Buildings Expenditure						
Building Maintenance	48,000	28,710	47,877	19,167	67%	
Ground Maintenance	2,000	1,500	0	(1,500)	-100%	
Other Expenses	718,704	479,135	494,839	15,704	3%	
Operating Projects	0	0	(932)	(932)	100%	
Sporting Clubs Buildings Expenditure Total	768,704	509,345	541,785	32,440	6%	
Sporting Clubs Buildings Indirect Costs						
Allocations	27,935	18,616	17,352	(1,264)	-7%	
Sporting Clubs Buildings Indirect Costs Total	27,935	18,616	17,352	(1,264)	-7%	
Sporting Clubs Buildings Total	663,651	455,252	465,860	10,608	2%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parks and Reserves Administration</u>						
Parks and Reserves Administration Revenue						
Revenue	(3,200)	(2,136)	(2,513)	(377)	18%	
Parks and Reserves Administration Expenditure						
Employee Costs	976,551	620,399	718,605	98,206	16%	Additional training required materially contributed to this overspend.
Other Employee Costs	24,823	16,552	45,796	29,244	177%	\$25,000 overspent on uniform expenses. Budget to be adjusted as part of MYBR.
Other Expenses	120,391	81,753	73,726	(8,027)	-10%	
Parks and Reserves Administration Expenditure Total	1,121,765	718,704	838,127	119,423	17%	
Parks and Reserves Administration Indirect Costs						
Allocations	1,431,127	955,380	941,596	(13,784)	-1%	
On Costs Recovery	(1,420,564)	(947,040)	(891,208)	55,832	-6%	
Parks and Reserves Administration Indirect Costs Total	10,563	8,340	50,388	42,048	504%	
Parks and Reserves Administration Total	1,129,128	724,908	886,001	161,093	22%	
<u>Parks and Reserves</u>						
Parks and Reserves Revenue						
Revenue	(50,950)	(26,291)	(42,949)	(16,658)	63%	
Parks and Reserves Revenue Total	(50,950)	(26,291)	(42,949)	(16,658)	63%	
Parks and Reserves Expenditure						
Ground Maintenance	2,255,450	1,536,496	1,491,585	(44,911)	-3%	
Other Expenses	694,577	463,016	404,160	(58,856)	-13%	Depreciation variance. Budget to be adjusted at MYBR.
Parks and Reserves Expenditure Total	2,950,027	1,999,512	1,895,746	(103,766)	-5%	
Parks and Reserves Indirect Costs						
Allocations	324	216	200	(16)	-7%	
Parks and Reserves Indirect Costs Total	324	216	200	(16)	-7%	
Parks and Reserves Total	2,899,401	1,973,437	1,852,997	(120,440)	-6%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Sporting Grounds</u>						
Sporting Grounds Revenue						
Revenue	(57,000)	(26,848)	(26,286)	562	-2%	
Sporting Grounds Revenue Total	(57,000)	(26,848)	(26,286)	562	-2%	
Sporting Grounds Expenditure						
Ground Maintenance	1,221,700	863,692	879,979	16,287	2%	
Other Expenses	564,286	376,182	380,334	4,152	1%	
Sporting Grounds Expenditure Total	1,785,986	1,239,874	1,260,313	20,439	2%	
Sporting Grounds Total	1,728,986	1,213,026	1,234,027	21,001	2%	
<u>Road Reserves Expenditure</u>						
Road Reserves Expenditure						
Ground Maintenance	412,900	276,464	238,108	(38,356)	-14%	Timing variance of internal labour costs allocated to maintenance of road reserves.
Other Expenses	15,290	10,200	9,042	(1,158)	-11%	
Road Reserves Expenditure Total	428,190	286,664	247,151	(39,513)	-14%	
Road Reserves Expenditure Total	428,190	286,664	247,151	(39,513)	-14%	
<u>Parks Other</u>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(471)	1,529	-76%	
Parks Other Revenue Total	(2,000)	(2,000)	(471)	1,529	-76%	
Parks Other Expenditure						
Other Expenses	1,673,600	1,354,524	1,273,186	(81,338)	-6%	
Money/Monger Street Trees Surgery	20,000	20,000	20,408	408	2%	
Parks Other Expenditure Total	1,693,600	1,374,524	1,293,594	(80,930)	-6%	
Parks Other Total	1,691,600	1,372,524	1,293,123	(79,401)	-6%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Processable Waste Collection						
Processable Waste Collection Revenue						
Revenue	(332,944)	(328,452)	(337,027)	(8,575)	3%	
Processable Waste Collection Revenue Total	(332,944)	(328,452)	(337,027)	(8,575)	3%	
Processable Waste Collection Expenditure						
Employee Costs	1,022,099	649,223	639,648	(9,575)	-1%	
Other Employee Costs	43,339	28,888	28,383	(505)	-2%	
Other Expenses	4,282,239	2,623,248	2,458,583	(164,665)	-6%	
Operating Projects	80,000	80,000	4,157	(75,843)	-95%	Timing variance on the delivery of the three bin strategy project.
Processable Waste Collection Expenditure Total	5,427,677	3,381,359	3,130,771	(250,588)	-7%	
Processable Waste Collection Indirect Costs						
Allocations	1,049,496	700,627	664,235	(36,392)	-5%	
On Costs Recovery	(880,657)	(587,104)	(502,215)	84,889	-14%	
Processable Waste Collection Indirect Costs Total	168,839	113,523	162,020	48,497	43%	
Processable Waste Collection Total	5,263,572	3,166,430	2,955,764	(210,666)	-7%	
Other Waste Services						
Other Waste Services Revenue						
Revenue	(5,750)	(3,832)	(6,902)	(3,070)	80%	
Other Waste Services Revenue Total	(5,750)	(3,832)	(6,902)	(3,070)	80%	
Other Waste Services Expenditure						
Other Expenses	617,159	416,878	128,706	(288,172)	-69%	Timing variance of \$220,698 for bulk verge collection. The phasing of the budget will be adjusted at mid year budget review to ensure alignment with the delivery of services.
Other Waste Services Expenditure Total	617,159	416,878	128,706	(288,172)	-69%	
Other Waste Services Total	611,409	413,046	121,803	(291,243)	-71%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Recycling Expenditure						
Recycling Expenditure	771,417	441,245	358,554	(82,691)	-19%	Timing variance between the delivery of works and receipt of invoices from supplier.
Recycling Expenditure Total	771,417	441,245	358,554	(82,691)	-19%	
Public Works Overhead						
Public Works Overhead Revenue						
Revenue	(56,200)	(37,464)	(42,526)	(5,062)	14%	
Public Works Overhead Revenue Total	(56,200)	(37,464)	(42,526)	(5,062)	14%	
Public Works Overhead Expenditure						
Employee Costs	430,007	273,169	286,519	13,350	5%	
Other Employee Costs	45,559	30,376	25,498	(4,878)	-16%	
Other Expenses	68,000	45,336	50,968	5,632	12%	
Public Works Overhead Expenditure Total	543,566	348,881	362,984	14,103	4%	
Public Works Overhead Indirect Costs						
Allocations	649,054	433,284	407,784	(25,500)	-6%	
On Costs Recovery	(289,370)	(261,315)	(334,319)	(73,004)	28%	
Public Works Overhead Indirect Costs Total	359,684	171,969	73,465	(98,504)	-57%	
Public Works Overhead Total	847,050	483,386	393,923	(89,463)	-19%	
Plant Operating						
Plant Operating Expenditure						
Other Expenses	1,481,092	987,390	1,021,617	34,227	3%	
Plant Operating Expenditure Total	1,481,092	987,390	1,021,617	34,227	3%	
Plant Operating Indirect Costs						
Allocations	(1,253,542)	(852,621)	(900,855)	(48,234)	6%	
Plant Operating Indirect Costs Total	(1,253,542)	(852,621)	(900,855)	(48,234)	6%	
Plant Operating Total	227,550	134,769	120,762	(14,007)	-10%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
Recoverable Works						
Recoverable Works Revenue						
Revenue	(50,000)	0	(33,812)	(33,812)	100%	Timing variance of works.
Recoverable Works Revenue Total	(50,000)	0	(33,812)	(33,812)	100%	
Recoverable Works Expenditure						
Other Expenses	50,000	25,000	28,852	3,852	15%	
Recoverable Works Expenditure Total	50,000	25,000	28,852	3,852	15%	
Recoverable Works Total	0	25,000	(4,960)	(29,960)	-120%	
Drainage Expenditure						
Drainage Expenditure						
Other Expenses	370,435	246,966	217,184	(29,782)	-12%	Timing variance relating to external contractors and internal labour allocation.
Drainage Expenditure Total	370,435	246,966	217,184	(29,782)	-12%	
Drainage Expenditure Total	370,435	246,966	217,184	(29,782)	-12%	
Footpaths/Cycleways Expenditure						
Footpaths/Cycleways Expenditure						
Other Expenses	988,195	658,794	703,840	45,046	7%	
Footpaths/Cycleways Expenditure Total	988,195	658,794	703,840	45,046	7%	
Footpaths/Cycleways Expenditure Total	988,195	658,794	703,840	45,046	7%	
Rights of Way Expenditure						
Rights of Way Expenditure						
Other Expenses	286,532	191,033	162,143	(28,890)	-15%	Timing variance relating to external contractors and internal labour allocation.
Rights of Way Expenditure Total	286,532	191,033	162,143	(28,890)	-15%	
Rights of Way Expenditure Total	286,532	191,033	162,143	(28,890)	-15%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20	YTD Budget 29/02/2020	YTD Actual 29/02/2020	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Roads Expenditure</u>						
Roads Expenditure						
Other Expenses	3,041,958	2,027,966	2,065,395	37,429	2%	
Roads Expenditure Total	3,041,958	2,027,966	2,065,395	37,429	2%	
<u>Street Cleaning Expenditure</u>						
Street Cleaning Expenditure						
Other Expenses	1,307,070	870,044	810,496	(59,548)	-7%	
Street Cleaning Expenditure Total	1,307,070	870,044	810,496	(59,548)	-7%	
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	166,000	110,664	90,933	(19,731)	-18%	
Traffic Control for Roadworks Expenditure Total	166,000	110,664	90,933	(19,731)	-18%	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	5,000	3,336	0	(3,336)	-100%	
Roadwork Signs and Barricades Expenditure Total	5,000	3,336	0	(3,336)	-100%	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	0	0	315	315	100%	
Sump Expenditure Total	0	0	315	315	100%	
Sump Expenditure Total	0	0	315	315	100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 29 FEBRUARY 2020



	Current Budget 2019/20 \$	YTD Budget 29/02/2020 \$	YTD Actual 29/02/2020 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Works Depot Revenue</u>						
Works Depot Revenue						
Revenue	0	0	(775)	(775)	100%	
Works Depot Revenue Total	0	0	(775)	(775)	100%	
<hr/>						
Works Depot Revenue Total	0	0	(775)	(775)	100%	
<u>Works Depot</u>						
Works Depot Expenditure						
Employee Costs	185,958	118,092	134,811	16,719	14%	
Other Employee Costs	3,300	2,200	753	(1,447)	-66%	
Other Expenses	10,250	6,824	6,423	(401)	-6%	
Works Depot Expenditure Total	199,508	127,116	141,986	14,870	12%	
Works Depot Indirect Costs						
Allocations	(199,508)	(127,116)	(141,212)	(14,096)	11%	
Works Depot Indirect Costs Total	(199,508)	(127,116)	(141,212)	(14,096)	11%	
<hr/>						
Works Depot Total	0	0	775	775	100%	
<u>Depot Building</u>						
Depot Occupancy Costs						
Building Maintenance	130,000	102,336	81,828	(20,508)	-20%	
Ground Maintenance	0	0	782	782	100%	
Other Expenses	238,284	167,908	178,862	10,954	7%	
Depot Occupancy Costs Total	368,284	270,244	261,471	(8,773)	-3%	
Depot Indirect Costs						
Allocations	(368,284)	(283,819)	(261,471)	22,348	-8%	
Depot Indirect Costs Total	(368,284)	(283,819)	(261,471)	22,348	-8%	
<hr/>						
Depot Building Total	0	(13,575)	0	13,575	-100%	
<hr/>						
Net Operating	4,284,190	(9,739,304)	(11,715,467)	(1,976,163)	20%	

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
LAND BUILDING ASSETS							
ADMIN CENTRE							
Solar Photovoltaic Panel System Installation - Administration and Civic Centre	179,201	179,201	121,768	(57,433)	-32%	49,784	Works in progress.
Administration & Civic Centre Upgrade/Renewals - Workforce Accommodation Upgrade	225,000	225,000	190,915	(34,085)	-15%	34,736	Works in progress.
BEATTY PARK LEISURE CENTRE							
Beatty Park Leisure Centre - Risk Renewals	354,349	354,349	148,520	(205,829)	-58%	182,085	Works in progress.
Solar Photovoltaic Panel System Installation - Beatty Park	69,743	69,743	71,688	1,945	3%	-	Project completed.
Beatty Park - Ceiling renewal passive pool slides	60,000	-	-	0	0%	-	Works not commenced as yet.
Beatty Park - Landscape renewal passive pool	30,000	-	-	0	0%	-	Works not commenced as yet.
Beatty Park - Roof sheet and screw renewal	100,000	-	37,378	37,378	100%	12,162	Works completed. Budget to be adjusted at mid year budget review (MYBR).
Beatty Park - Ground floor switchboards and cabling	250,000	10,000	-	(10,000)	-100%	12,510	Further stakeholder consultation required as part of the decision made at the BPLC 2062 meeting.
Beatty Park - Replacement of gym carpet	70,000	70,000	-	(70,000)	-100%	-	Works not commenced as yet.
Beatty Park - Replacement of studio 2 carpet	30,000	30,000	28,320	(1,680)	-6%	-	Project completed. Awaiting final invoices from supplier.
LIBRARY							
Library - Reception Desk Fit-Out Renewal	30,750	30,750	1,986	(28,764)	-94%	-	Project on hold. Budget to be adjusted as part of MYBR.
Co-location of reception to library	225,000	225,000	194,681	(30,319)	-13%	9,341	Works in progress.
DEPARTMENT OF SPORTS AND RECREATION							
Carpet Replacement - DSR	100,471	100,471	28,180	(72,291)	-72%	-	Project completed. Budget to be adjusted as part of MYBR.
Sub water meter installation - DSR	25,000	25,000	29,682	4,682	19%	-	Project completed.
MISCELLANEOUS							
Mt Hawthorn main hall Renewal/Upgrade	175,000	175,000	135,564	(39,436)	-23%	63,345	Works in progress.
Mt Hawthorn - Additional Flooring	20,000	20,000	20,100	100	1%	-	Works completed.
Loftus Recreation Centre - Change room upgrade	184,000	40,000	3,000	(37,000)	-93%	-	Design works have commenced.
Charles Veryard - Change Room Renewal/Upgrade	50,000	50,000	50,249	249	0%	-	Project completed.
Leederville Oval Stadium - Electrical renewal - 3 boards	130,000	130,000	12,750	(117,250)	-90%	4,250	Works in progress. Pre-design costs incurred before decision to hold the project. Currently the long term Loftus Community centre business plan is being reviewed. Subsequently, the budget will be adjusted at MYBR.
Loftus Community Centre - Ceiling Fabric and Lighting Renewal	120,000	-	2,000	2,000	100%	-	
Air Conditioning & HVAC Renewal - Depot	75,000	75,000	-	(75,000)	-100%	70,740	Works to commence in April 2020.
Air Conditioning & HVAC Renewal - Belgravia Leisure	96,000	5,000	-	(5,000)	-100%	-	Project at planning stage and expected to be completed in March 2020.
Air Conditioning & HVAC Renewal - Men ies Pavilion	10,000	-	-	0	0%	-	Works not commenced as yet.
Air Conditioning & HVAC Renewal - Mt Hawthorn main hall	49,000	49,000	53,188	4,188	9%	-	Project completed.
North Perth bowling club-removal of ACM and reinstatement of soffit	60,000	60,000	-	(60,000)	-100%	42,662	Works in progress. Works not going ahead. Budget to be adjusted as part of the mid year review.
Belgravia Leisure - Non-fixed assets renewal	50,000	20,000	-	(20,000)	-100%	-	
Public Toilet - Hyde park east - renewal	65,000	65,000	-	(65,000)	-100%	-	Works to commence in April 2020.
Roof Renewal - Men ies Pavilion	51,000	-	1,804	1,804	100%	-	Works not going ahead. Budget to be adjusted as part of the mid year review.
Roof Renewal - Depot	51,000	-	-	0	0%	-	Works not going ahead. Budget to be adjusted as part of the mid year review.
FOR LAND BUILDING ASSETS	2,935,514	2,008,514	1,131,772	(876,742)	-44%	481,615	

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
INFRASTRUCTURE ASSETS							
TRAFFIC MANAGEMENT							
Improved pedestrian crossings at signalised intersections (Walcott St. & William St. , Bulwer St. Fitzgerald St.)	180,000	180,000	3,300	(176,700)	-98%	928	Awaiting approval from Main Roads.
40kph area wide speed one trial	35,000	20,000	20,885	885	4%	119,031	Works in progress. MRWA are now the lead agency for this project, hence the budget will be adjusted at mid-year budget review.
Intersection Modifications Scarborough Beach Road, Green, Main and Brady Streets	30,000	30,000	-	(30,000)	-100%	-	
Minor Traffic Management Improvement Program	85,000	45,000	52,982	7,982	18%	2,044	Works in progress. Public consultation to be completed in Feb 2020. Subsequently the works will commence in March/April 2020 if approved.
Alma/Claverton Local Area Traffic Management	50,000	50,000	2,502	(47,498)	-95%	385	
Britannia Rd Traffic Calming - Seabrook St to Federation St	62,000	50,000	220	(49,780)	-100%	-	Scope of works has changed.
Cliveden and Hunter St Intersection	30,000	30,000	6,040	(23,960)	-80%	-	Project complete. Awaiting final invoices. Public consultation to be completed in Feb 2020, subsequently works will commence in March/April 2020 if approved.
Harold and Lord St Intersection	25,000	-	-	0	0%	-	
LOCAL ROADS PROGRAM							
Norfolk St - North Perth/Mt Lawley - Burt to Monmouth St	119,000	119,000	107,900	(11,100)	-9%	-	Project complete. Budget to be adjusted as part of mid year budget review.
Blake St - North Perth - Knutsford St to Norham St	47,000	47,000	51,272	4,272	9%	-	Project complete. Budget to be adjusted as part of mid year budget review.
East St - Mt Hawthorn - Berryman St to Ashby St	98,000	98,000	71,841	(26,159)	-27%	-	Project complete. Budget to be adjusted as part of mid year budget review.
East St - Mt Hawthorn - Ashby St to Anzac Rd	119,000	119,000	75,163	(43,837)	-37%	-	Project complete. Budget to be adjusted as part of mid year budget review.
Larne St - Mt Hawthorn - The Boulevard to Matlock St	41,000	41,000	26,195	(14,805)	-36%	-	Project complete. Budget to be adjusted as part of mid year budget review.
Wylie Pl - Leederville - Oxford to Cul-de-Sac	38,000	38,000	41,664	3,664	10%	-	Project complete. Budget to be adjusted as part of mid year budget review.
Egina St - Mt Hawthorn - Anzac Rd to Britannia Rd	61,000	61,000	32,541	(28,459)	-47%	-	Project complete. Budget to be adjusted as part of mid year budget review.
Buxton - Mt Hawthorn - Anzac Rd to Britannia Rd	57,000	57,000	28,450	(28,550)	-50%	-	Project complete. Budget to be adjusted as part of mid year budget review.
BLACK SPOT PROGRAM							
Intersection Lincoln and Wright Streets Roundabout	14,343	14,343	9,676	(4,667)	-33%	4,159	Completed and grant fully acquitted. Budget to be adjusted as part of the mid year budget review.
Vincent - Fitzgerald St to Chelmsford Rd	75,000	40,000	2,200	(37,800)	-95%	-	Public consultation to be completed in Feb 2020. Subsequently works will commence in March/April 2020 if approved.
Vincent - Beaufort St to Grosvenor Rd	12,000	12,000	-	(12,000)	-100%	-	Project not going ahead due to lack of funding. Budget will be adjusted at MYBR.

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
STREETSCAPE IMPROVEMENTS							
Greening (Streetscapes)	160,525	160,525	176,892	16,367	10%	5,520	Works in progress. Due to a requirement of additional funds, budget will be amended at the mid-year budget review from savings identified from other projects.
Streetscape Improvements/Place Making - Miscellaneous Renewals	3,285	3,285	450	(2,835)	-86%	16,097	Budget to be adjusted at MYBR.
Minor streetscape improvements	30,000	15,000	11,595	(3,405)	-23%	1,430	Works in progress.
Barlee St shared space, project initiation, design and construction (staged over 2 yrs)	20,000	20,000	-	(20,000)	-100%	-	Feasibility of the project to be reviewed as part of the mid year budget review.
ROADWORKS - REHABILITATION (MRRG PROGRAM)							
William St 2 Way Project	360,000	360,000	276,372	(83,628)	-23%	276,102	Project has been completed but awaiting final invoices. The anticipated over-expenditure will be adjusted at MYBR so that the budget is aligned with the actuals.
Newcastle Street, Loftus Street to Charles Street	7,495	7,495	-	(7,495)	-100%	11,171	Works completed in 18/19 and grant fully acquitted. Budget to be adjusted as part of the mid year budget review.
Bulwer St - Beaufort St to Williams St	194,400	194,400	116,899	(77,501)	-40%	61,747	Completed other than MRWA line-marking. Awaiting final invoices.
Newcastle St EB - Fitzgerald St to Money St	192,100	192,100	127,788	(64,312)	-33%	2,589	Completed other than MRWA line-marking. Awaiting final invoices.
Vincent St - Loftus St to Morrison St	76,700	76,700	73,805	(2,895)	-4%	4,432	Completed other than MRWA line-marking.
Loftus St - Bourke St to Scarborough Beach Rd	619,300	619,300	388,011	(231,289)	-37%	24,178	Works in progress.
RIGHTS OF WAY							
Annual review based upon the most recent condition assessment survey	75,000	37,500	24,212	(13,288)	-35%	1,668	Works in progress.
ROADS TO RECOVERY							
R2R - Ellesmere St - Mt Hawthorn - Scar Bch to matlock St	186,992	186,992	131,219	(55,773)	-30%	-	Project completed.
SLAB FOOTPATH PROGRAMME							
Golding St - Newcastle St to Old Aberdeen Place	106	106	-	(106)	-100%	-	Project complete.
Florence/Carr bike network plan construction	450,000	150,000	-	(150,000)	-100%	795	Out to public consultation for construction in March/April 2020 if approved.
Footpath upgrade and construction	16,500	16,500	-	(16,500)	-100%	-	Budget to be reallocated as part of the mid year budget review.
Footpath - Ellesmere St shared path-stage 4	55,000	55,000	-	(55,000)	-100%	-	Works in progress. Project to be completed in March 2020.
Tactile Indicators Installation Program	20,000	10,000	1,619	(8,381)	-84%	11,782	Works in progress.
Charles Street - Footpath Upgrade & Cons	55,000	55,000	18,842	(36,158)	-66%	3,182	Works in progress. \$16,731 has been misallocated to Mount Hawthorn Main Hall - Footpath upgrade project and to be adjusted in March 2020.
Oxford St - Footpath Upgrade and Const	7,500	7,500	5,249	(2,251)	-30%	-	Project completed.
Clieveden St - Footpath Upgrade and Cons	10,000	10,000	8,743	(1,257)	-13%	-	Project completed.
Stirling St - Footpath Upgrade and Const	4,500	4,500	4,013	(487)	-11%	-	Project completed.
Vincent St - Footpath Upgrade and Const	56,000	56,000	2,090	(53,910)	-96%	1,995	Works in progress.
Mount Hawthorn Main Hall - Footpath Upgr	5,500	5,500	23,163	17,663	321%	-	Project completed. \$16,731 for Charles Street project has been misallocated and to be adjusted in the March 2020.
Angove St - Footpath Upgrade and Const	25,000	25,000	-	(25,000)	-100%	-	Works to commence in March 2020.
BICYCLE NETWORK							
Bike Network Implementation (Loftus Street - Vincent to Richmond St)	170,955	170,955	65,500	(105,455)	-62%	1,881	Project completed. Budget to be adjusted as part of mid year budget review.
Bike Parking	3,006	3,006	3,268	262	9%	635	Project completed.

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
DRAINAGE							
Beatty Park Reserve - Drainage Improvements	30,000	30,000	9,458	(20,542)	-68%	-	Works not required. Budget to be adjusted during the mid-year budget review.
Minor drainage improvement program	50,000	35,000	-	(35,000)	-100%	-	On-going program throughout the year. Works not required as yet.
Gully Soak-well program	80,000	60,000	48,484	(11,516)	-19%	705	Works in progress.
CAR PARK DEVELOPMENT							
The Avenue carpark, stage 1 upgrade lights to LED	30,000	30,000	-	(30,000)	-100%	-	Works not commenced as yet.
Frame court carpark, stage 1 upgrade lights to LED	30,000	30,000	-	(30,000)	-100%	7,661	Works not commenced as yet.
Brisbane St carpark WSUD Project	180,000	180,000	138,879	(41,121)	-23%	-	Works in progress.
PARKS AND RESERVES							
Public Open Space Strategy Implementation	526,460	185,000	77,313	(107,687)	-58%	30,147	Works in progress. Budget to be adjusted at MYBR due to revised scope.
Banks Reserve Master Plan Implementation - Stage 1	759,610	460,000	64,074	(395,926)	-86%	4,918	Works in progress.
Central Control Irrigation System	60,000	60,000	58,358	(1,642)	-3%	-	Project completed.
Netball Installation Public Open Space	12,000	12,000	5,572	(6,428)	-54%	-	Works completed. Awaiting final invoices.
Greening Plan - Brisbane St carpark redevelopment (stage 2)	200,000	112,000	205,747	93,747	84%	250	Works completed earlier than anticipated.
Greening Plan - Redfern St	25,000	16,000	18,750	2,750	17%	-	Works completed. Budget to be adjusted in mid-year budget review.
Greening Plan - Clieveden St	25,000	16,000	13,271	(2,729)	-17%	-	Works completed. Budget to be adjusted in mid-year budget review.
Greening Plan - Sydney St	25,000	14,000	18,340	4,340	31%	-	Works completed. Budget to be adjusted in mid-year budget review.
Greening Plan - Berryman St	25,000	14,000	9,361	(4,639)	-33%	-	Works completed. Budget to be adjusted in mid-year budget review.
Synthetic cricket wicket surfaces replacement - Various Locations	25,000	-	-	0	0%	-	Works commencing in April 2020.
Brentham st reserve - installation of pathways (greenway link)	80,000	80,000	90,965	10,965	14%	24,891	Works in progress.
Blackford st reserve - replace playground rubber soft fall	25,000	25,000	-	(25,000)	-100%	25,728	Works completed. Awaiting final invoices. Works in progress. Budget to be reallocated from Birdwood Square fencing project in MYBR.
Les Lilleyman Reserve - Fencing	25,000	25,000	34,216	9,216	37%	16,535	Works in progress.
Lynton Street Park Upgrade	25,000	25,000	3,994	(21,007)	-84%	3,910	Works in progress.
Leederville Oval - Various assets renewal work	245,000	200,000	169,720	(30,280)	-15%	4,722	Works in progress.
Eco oning - Brentham St reserve	30,000	30,000	-	(30,000)	-100%	4,703	Works commencing in March/April 2020.
PARKS FURNITURE							
Gladstone St reserve - replace electric BBQ	15,000	-	11,768	11,768	100%	-	Project completed. Budget to be adjusted in mid-year budget review. Project completed. Budget to be adjusted in mid-year budget review due to variations.
Fencing - Beatty park reserve - replacement bollard fencing	25,000	25,000	41,483	16,483	66%	-	Project not proceeding. To be adjusted in mid-year budget review.
Fencing - Keith frame reserve - replacement bollard fencing	15,000	15,000	-	(15,000)	-100%	-	Project completed. Budget to be adjusted in mid-year budget review.
Fencing - Leake/Alma reserve - replacement pine-log fencing	15,000	15,000	20,294	5,294	35%	-	Project completed. Budget to be adjusted in mid-year budget review.
Fencing - Birdwood square - replacement chain wire fencing	70,000	70,000	42,310	(27,690)	-40%	-	Project completed. Budget to be adjusted in mid-year budget review.
Hyde park - replacement of existing high pressure sodium park lights with LED (stage 2 of 2)	50,000	50,000	49,784	(216)	0%	-	Project completed. Budget to be adjusted in mid-year budget review.

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
PLAYGROUND EQUIPMENT							
Playground Equipment - Forrest park - replace exercise equipment	60,000	60,000	-	(60,000)	-100%		Works not commenced as yet.
RETICULATION							
Reticulation - Aukland/Hobart st reserve - upgrade irrigation system	50,000	-	1,400	1,400	100%		Works in progress.
Reticulation - Robertson park reserve - replace irrigation cubicle	15,000	15,000	12,200	(2,800)	-19%		Works in progress.
Reticulation - Brisbane/Wase st reserve - replace irrigation cubicle	15,000	15,000	9,099	(5,901)	-39%		Works in progress.
STREET FURNITURE							
Bike parking	20,000	10,000	-	(10,000)	-100%	-	\$10,000 reallocated to operating budget as expenditure is not capital in nature.
Bus Shelters - Replace & Upgrade	-	-	-	0	0%	750	
Bus Shelter Replacement	40,000	25,000	12,720	(12,280)	-49%	15,709	Works in progress.
Upgrade lighting at Oxford st/Anzac Rd roundabout	12,000	12,000	220	(11,780)	-98%	6,400	Works in progress.
Street Lighting - Kadina, Albert St and Tay Place, North Perth	50,000	50,000	21,304	(28,697)	-57%	21,868	Works completed and awaiting final invoices.
MISCELLANEOUS							
Laneway Lighting Program (Right of Way)	84,990	84,990	86,654	1,664	2%	-	Project completed.
Laneway Lighting Between Fairfield st & Oxford st, leederville. Laneway	13,750	9,000	1,807	(7,193)	-80%	-	Works in progress.
Laneway Lighting Between Pennant st and Coronation st North Perth	13,750	13,750	13,750	0	0%	-	Project completed.
Laneway 3	13,750	9,000	-	(9,000)	-100%	-	Works not commenced as yet.
Laneway 4	13,750	9,000	7,128	(1,872)	-21%	-	Works in progress.
FOR INFRASTRUCTURE ASSETS	7,088,267	5,620,447	3,290,982	(2,329,465)	-41%	716,886	
PLANT EQUIPMENT ASSETS							
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME							
Light Fleet - Annual Changeover	674,874	674,874	484,781	(190,093)	-28%	128,834	Fleet replacement programme progressing as planned.
MAJOR PLANT REPLACEMENT PROGRAMME							
Single Axle Truck (Flocon)	215,000	215,000	214,557	(443)	0%	-	Truck delivered.
Single Axle Truck (Parks Mowing Operations)	129,000	129,000	128,602	(398)	0%	-	Truck delivered.
Replace Existing Rear Loader (Rubbish Truck)	392,368	392,368	168	(392,200)	-100%	392,200	Truck to be delivered in March 2020.
Replace Existing Side Loader (Rubbish Truck)	420,668	420,668	420,333	(335)	0%	-	Truck delivered.
Ride on Mower	35,000	35,000	33,227	(1,773)	-5%	-	Mower delivered.
Single Axle Tipper Truck	170,000	170,000	-	(170,000)	-100%	138,482	Truck to be delivered in May 2020.
Gang Mower	55,000	-	12,000	12,000	100%	-	Mower delivered.
Road Sweeper	380,000	380,000	768	(379,232)	-100%	-	Tender documentation being finalised and is in advertising stage.
Rubbish Compactor 10T Lge Rear Loader	470,000	470,000	-	(470,000)	-100%	-	Truck purchase deferred. Budgeted funds to be transferred to the waste reserve.
Single Axle Truck	80,000	80,000	-	(80,000)	-100%	85,332	Delivery to be completed in March 2020.

**CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2019/20
AS AT 29 FEBRUARY 2020**

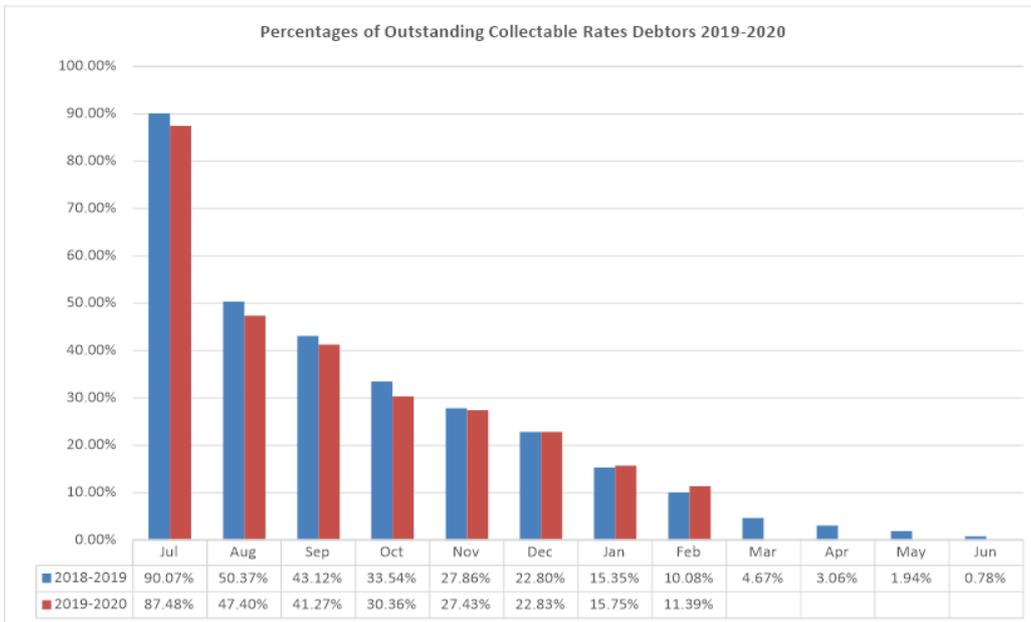
Description	Current Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
MISCELLANEOUS							
Water and Energy Efficiency Initiatives	100,000	100,000	109,815	9,815	10%	-	Works in progress.
Beaufort Street CCTV Network Upgrade	305,510	305,510	155,414	(150,096)	-49%	99,616	Works in progress. Awaiting invoices.
Relocate UMS supply for the CCTV Camera in Oxford street	20,000	20,000	22,313	2,313	12%	-	Project completed.
Parking Sensors Pilot Project	51,410	51,410	-	(51,410)	-100%	46,620	Delivery of parking sensors has been delayed due to logistic issues.
TOTAL EXPENDITURE							
FOR PLANT EQ UIPMENT ASSETS	3,498,830	3,443,830	1,581,978	(1,861,852)	-54%	891,083	
FURNITURE EQ UIPMENT ASSETS							
ADMINISTRATION CIVIC CENTRE							
INFORMATION TECHNOLOGY							
Replacement of CARs system	28,148	28,148	9,698	(18,451)	-66%	-	Works complete. Costs incurred for clean up of NAR records. Budget to be adjusted as part of MYBR.
Upgrade of IT Firewall	41,029	41,029	1,065	(39,964)	-97%	-	Firewall security has been implemented. The hardware configuration is in progress. Change in scope of works. Budget to be updated as part of the mid year budget review.
Upgrade IT Network Remote Access Facility	20,000	20,000	-	(20,000)	-100%	-	Works complete. Awaiting invoices from supplier.
Online Lodgement of Applications	30,000	30,000	-	(30,000)	-100%	-	Works not commenced as yet.
Backup Server	35,000	35,000	-	(35,000)	-100%	-	Works not commenced as yet.
Renew Switches	35,000	35,000	-	(35,000)	-100%	-	Majority of works completed. Remaining budget to be adjusted as part of the mid year budget review.
Wi-Fi Installation	41,994	41,994	19,065	(22,929)	-55%	-	Change in scope of works. Budget to be updated as part of the mid year budget review.
ICT Strategy Implementation	300,000	300,000	5,259	(294,742)	-98%	23,921	Project completed.
Disc for Storage System	10,000	10,000	9,900	(100)	-1%	-	
MARKETING COMMUNICATIONS							
Mount Lawley/ Highgate Town Centre Streetscape Upgrades	75,000	75,000	49,922	(25,078)	-33%	-	Works in progress.
Public Art Project	200,000	125,000	-	(125,000)	-100%	-	Works scheduled pending Council approval in April 2020.
MISCELLANEOUS							
Purchase of portable water fountain/refill station	7,000	7,000	-	(7,000)	-100%	6,140	Water fountain delivered. Awaiting invoice from supplier.
Install colour change LED up-lights for Albert square Ficus tree	12,000	12,000	9,120	(2,880)	-24%	-	Project completed.
Install additional Christmas tree lights in large spotted gum inter. Carr place and Newcastle	10,000	10,000	8,614	(1,386)	-14%	-	Project completed.
Installation of public recycling stations	5,000	-	-	0	0%	-	Works not commenced as yet.
Miscellaneous Assets Renewal	50,000	50,000	120,055	70,055	140%	3,636	Works in progress. Budget to be adjusted as part of MYBR due to the anticipated over-expenditure resulting from a change in scope of works.
TOTAL EXPENDITURE							
FOR FURNITURE EQ UIPMENT ASSETS	900,171	820,171	232,697	(587,474)	-72%	33,697	
TOTAL CAPITAL EXPENDITURE	14,422,782	11,892,962	6,237,430	(5,655,532)	-48%	2,123,281	

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 29 FEBRUARY 2020



Reserve Particulars	Budget Opening Balance 01/07/2019 \$	Actual Opening Balance 01/07/2019 \$	Budget Transfers to Reserve 30/06/2020 \$	YTD Actual Transfers to Reserve 29/02/2020 \$	Budget Interest Earned 30/06/2020 \$	YTD Actual Interest Earned 29/02/2020 \$	Budget Transfers from Reserve 30/06/2020 \$	YTD Actual Transfers from Reserve 29/02/2020 \$	Budget Closing Balance 30/06/2020 \$	Actual Closing Balance 29/02/2020 \$
Asset Sustainability Reserve	4,198,844	4,135,364	(0)	0	106,956	60,798	(424,349)	(218,520)	3,881,451	3,977,642
Beatty Park Leisure Centre Reserve	99,278	99,246	0	0	2,681	1,460	0	0	101,959	100,706
Cash in Lieu Parking Reserve	1,846,678	1,867,959	50,000	16,434	45,878	27,422	(320,000)	0	1,622,556	1,911,815
Hyde Park Lake Reserve	156,142	156,166	0	0	4,216	2,296	0	0	160,358	158,462
Land and Building Acquisition Reserve	291,632	291,677	(0)	0	7,874	4,287	0	0	299,506	295,964
Leederville Oval Reserve	163,981	164,016	(0)	0	2,672	2,158	(130,000)	(130,000)	36,653	36,174
Loftus Community Centre Reserve	31,475	31,481	0	4,748	850	493	0	0	32,325	36,722
Loftus Recreation Centre Reserve	117,941	118,291	58,116	38,898	3,184	1,890	0	0	179,241	159,079
Office Building Reserve - 246 Vincent Street	445,105	421,187	0	0	9,318	6,116	(100,472)	(28,180)	353,951	399,123
Parking Facility Reserve	103,535	103,550	(0)	0	2,795	1,522	0	0	106,330	105,072
Percentage For Public Art Reserve	200,000	200,000	260,200	260,240	5,400	6,252	(200,000)	0	265,600	466,492
Plant and Equipment Reserve	188,701	188,734	0	0	3,565	2,775	(170,000)	(170,000)	22,266	21,509
State Gymnastics Centre Reserve	102,652	102,201	0	4,171	2,772	1,521	0	0	105,424	107,893
Strategic Waste Management Reserve	21,962	21,965	500,000	500,000	10,718	2,833	0	0	532,680	524,798
Tamala Park Land Sales Reserve	4,258,875	4,259,422	(0)	0	58,054	48,456	(4,217,436)	(4,217,436)	99,493	90,442
Underground Power Reserve	205,930	205,961	(0)	0	5,560	3,026	0	0	211,490	208,987
Waste Management Plant and Equipment Reserve	215,632	215,665	(0)	0	5,822	3,170	0	0	221,454	218,835
	12,648,362	12,582,885	868,316	824,491	278,315	176,475	(5,562,257)	(4,764,136)	8,232,736	8,819,715

CITY OF VINCENT
 NOTE 7 - RATING INFORMATION
 AS AT 29 FEBRUARY 2020



CITY OF VINCENT
 NOTE 7 - RATING INFORMATION
 FOR THE MONTH ENDED 29 FEBRUARY 2020



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget
	\$		\$	\$	%
Rate Revenue					
General Rate					
11,349 Residential	291,826,984	0.0665	19,406,494	19,406,494	100.0%
1620 Other	128,941,186	0.0672	8,662,269	8,651,382	99.9%
41 Vacant Other	2,482,850	0.1282	318,227	318,227	100.0%
Minimum Rate					
5678 Residential @ \$1,211.9	86,934,020	0.0665	6,882,380	6,882,380	100.0%
147 Other @ \$1,197.7	1,763,734	0.0672	176,062	176,062	100.0%
4 Vacant Other @ \$1,516.4	41,700	0.1282	6,066	6,066	100.0%
Interim Rates	0		220,000	357,527	162.5%
Rates Waiver	0		(145,000)	(138,421)	95.5%
Total Amount Made up from Rates	511,990,474		35,526,498	35,659,717	
Non Payment Penalties					
Instalment Interest @ 5.5%			185,000	194,753	105.3%
Penalty Interest @ 11%			145,000	87,613	60.4%
Administration Charge - \$13 per instalment			260,000	255,891	98.4%
Legal Costs Recovered			45,000	16,998	37.8%
			36,161,498	36,214,972	
Other Revenue					
Exempt Bins - Non Rated Properties			155,021	175,590	113.3%
Commercial / Residential Additional Bins			166,223	152,836	91.9%
Swimming Pools Inspection Fees			18,800	13,682	72.8%
			36,501,542	36,557,081	
Opening Balance				648,084	
Total Collectable			36,501,542	37,205,165	101.93%
Less					
Cash Received				31,957,040	
Rebates Allowed				1,091,450	
Rates write off				0	
Rates Balance To Be Collected			36,501,542	4,156,675	11.39%
Add					
ESL Debtors				110,712	
Pensioner Rebates Not Yet Claimed				328,959	
ESL Rebates Not Yet Claimed				11,947	
Less					
Deferred Rates Debtors				(105,250)	
Current Rates Debtors Balance				4,503,044	



CITY OF VINCENT
NOTE 8 - DEBTOR REPORT
FOR THE MONTH ENDED 29 FEBRUARY 2020

DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	2,847	0	16,970	81,683	101,300
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING *	0	2,484	0	161,232	163,716
DEBTOR CONTROL - PROPERTY INCOME	54,400	41,608	10,357	7,832	114,197
DEBTOR CONTROL - RECOVERABLE WORKS	0	0	0	7,209	7,209
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	1,350	0	0	0	1,350
DEBTOR CONTROL - OTHER	70,992	30,737	0	82,027	183,755
DEBTOR CONTROL - PLANNING SERVICES FEES	400	100	0	550	1,050
DEBTOR CONTROL - INFRINGEMENTS *	149,415	66,420	25,660	1,782,599	2,024,094
PROVISION FOR DOUBTFUL DEBT	0	(186,066)	0	(198,072)	(382,738)
IMPAIRMENT OF RECEIVABLES	0	0	0	(155,806)	(155,806)
TOTAL DEBTORS OUTSTANDING AS AT 29/02/2020	279,203	(45,317)	52,986	1,771,224	2,058,096

ACCRUED INCOME	57,929
ACCRUED INTEREST	170,110
PREPAYMENTS	241,816
TOTAL TRADE AND OTHER RECEIVABLES	2,527,952

DATE	DEBTOR OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
11/03/2019	Tennis Seniors Western Australia	5,728.05	Building Insurance 2018/19 & 2019/20	Final reminder issued before proceeding with legal action.
25/02/2015	Subiaco Football Club	16,202.10	Turf maintenance & top dressing	In the process of finalising.
25/02/2015	East Perth Football Club	41,789.92	Turf maintenance & top dressing	In the process of finalising.
21/02/2019	Loftus Community Centre	12,519.10	Building Ins. Lease, Utility & maintenance	On going discussion to finalise the Centre's position relating to the debt.
07/03/2019	North Perth (Tuart Hill) Cricket Club	1,924.84	Water recoup	In the process of finalising disputed water percentage.
23/10/2019	Department of Local Government Sports & Culture	13,616.07	Actual Vos 2018/19	Finance is following up with the tenant.
04/11/2016	C Cafarelli	28,600.00	Breaches of Planning Development Act	Have been handed over to FER.
22/09/2018	C D Hunter	14,655.25	Cost for court case	Have been handed over to FER.
21/01/2019	Matthew Slinger	21,800.30	Cost for court fine	Have been handed over to FER.
09/07/2019	R Cox	1,170.00	Breach of condition of hall hire	Final reminder issued before proceeding with legal action.
22/08/2019	Primed Projects Pty Ltd	11,538.47	Outstanding court costs awarded to COV	On fortnightly payment plan.
22/08/2019	Liam Howard	2,884.59	Outstanding court costs awarded to COV	On fortnightly payment plan.
28/11/2019	A Kindu	2,339.25	Damage/vandalism to hired venue	Final reminder issued before proceeding with legal action.
BALANCE OF 90 DAY DEBTORS OVER \$500.00		174,767.94		

CITY OF VINCENT
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 29 FEBRUARY 2020



	Current Budget	YTD Budget	YTD Actuals	YTD Actuals	Month Actuals	Month Actuals
	2019/20	Feb-20	Feb-20	Feb-19	Feb-20	Feb-19
	\$	\$	\$	\$	\$	\$
ADMINISTRATION						
Revenue	0	0	(2,295)	0	(0)	(0)
Expenditure	0	7,809	2,295	48,219	0	857
Surplus/(Deficit)	0	7,809	0	48,219	0	857
SWIMMING POOLS AREA						
Revenue	2,211,387	1,505,846	1,580,782	1,685,769	192,185	216,252
Expenditure	(4,303,873)	(2,842,148)	(2,747,185)	(2,640,198)	(379,367)	(393,215)
Surplus/(Deficit)	(2,092,486)	(1,336,302)	(1,166,403)	(954,429)	(187,181)	(176,964)
SWIM SCHOOL						
Revenue	1,579,524	1,003,268	1,084,736	1,421,392	125,260	142,654
Expenditure	(1,158,269)	(760,811)	(764,250)	(1,143,159)	(119,779)	(149,544)
Surplus/(Deficit)	421,255	242,457	320,485	278,234	5,481	(6,890)
CAFÉ						
Revenue	728,524	519,460	503,725	674,270	58,290	84,264
Expenditure	(869,083)	(589,604)	(545,450)	(733,817)	(80,931)	(98,589)
Surplus/(Deficit)	(140,559)	(70,144)	(41,726)	(59,546)	(22,641)	(14,325)
RETAIL SHOP						
Revenue	535,797	399,520	385,661	393,511	61,584	63,385
Expenditure	(463,752)	(338,129)	(271,990)	(322,406)	(44,654)	(51,529)
Surplus/(Deficit)	72,045	61,391	113,671	71,105	16,930	11,855
HEALTH & FITNESS						
Revenue	1,642,963	1,080,458	1,144,522	363,054	148,912	49,570
Expenditure	(1,360,227)	(897,647)	(879,142)	(1,080,576)	(114,293)	(142,103)
Surplus/(Deficit)	282,736	182,811	265,380	(717,521)	34,618	(92,534)
GROUP FITNESS						
Revenue	661,959	434,163	439,116	199,530	56,676	26,365
Expenditure	(548,808)	(360,851)	(399,620)	(465,115)	(64,541)	(59,905)
Surplus/(Deficit)	113,151	73,312	39,496	(265,584)	(7,865)	(33,540)
AQUAROBICS						
Revenue	244,647	160,005	169,109	38,379	22,301	5,394
Expenditure	(200,508)	(130,588)	(105,363)	(154,297)	(15,679)	(23,403)
Surplus/(Deficit)	44,139	29,417	63,746	(115,919)	6,622	(18,009)
CRECHE						
Revenue	65,499	43,070	47,358	160,548	5,929	20,020
Expenditure	(358,898)	(233,990)	(217,887)	(335,176)	(34,498)	(46,557)
Surplus/(Deficit)	(293,399)	(190,920)	(170,529)	(174,629)	(28,568)	(26,538)
Net Surplus/(Deficit)	(1,593,118)	(1,000,169)	(575,880)	(1,890,070)	(182,604)	(356,087)
Less: Depreciation	(1,131,369)	(754,247)	(916,270)	(713,107)	(119,205)	(97,451)
Cash Surplus/(Deficit)	(461,749)	(245,922)	340,390	(1,176,963)	(63,399)	(258,636)

11.4	RECONCILIATION ACTION PLAN WORKING GROUP
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- Attachments:**
1. Terms of Reference - Reconciliation Action Plan Working Group [↓](#) 
 2. Reconciliation Action Plan Working Group Nominations - Confidential

RECOMMENDATION:**That Council:**

1. **APPOINTS** the following three Elected Members as the City's representatives on the Reconciliation Action Plan Working Group (RAPWG) for the term 1 April 2020 to the date of the next ordinary local government election, 16 October 2021;

Cr.....

Cr.....

Cr.....

2. **APPOINTS** the following six community members as the City's representatives on the RAPWG for the term 1 April 2020 to the date of the next ordinary local government election, 16 October 2020;:

1. Community Member 2
2. Community Member 3
3. Community Member 5
4. Community Member 6
5. Community Member 7
6. Community Member 9

3. **APPOINTS**as the Chair of the RAPWG for the term 1 April 2020 to the date of the next ordinary local government election, 16 October 2021.

PURPOSE OF REPORT:

To appoint new members to the City of Vincent's Reconciliation Action Plan Working Group (RAPWG).

BACKGROUND:

The primary function of the RAPWG is to identify issues and topics of importance surrounding the development and implementation of the Reconciliation Action Plan, as adopted by the City. The objectives of the RAPWG are set out in its Terms of Reference, at **Attachment 1**.

The RAPWG members for the period 24 October 2017 to 19 October 2019 were:

- Cr Dan Loden (Co-Chairperson)
- Cr Roslyn Harley (Co-Chairperson)
- Cr Josh Topelberg
- Michael Quirk (Executive Director Community Engagement)
- Karen Balm (Senior Community Partner)
- Gayatrii Surendorff (Community Partner)
- Phil Walley-Stack
- Gordon Cole
- Jade Dolman
- Kathy Kickett
- Maria McAtackey
- Marilyn Lyford
- Sarah Janali

In accordance with the Terms of Reference, the membership term of the City's members expired on the day of the last ordinary local government election, 19 October 2019.

The City's Innovate Reconciliation Action Plan (RAP) provides that the City must have a current working group. In addition, the RAPWG requirements for endorsement through Reconciliation Australia for the Innovate RAP are that it must:

- establish or have an existing RAPWG to oversee development of the RAP;
- demonstrate how Aboriginal and Torres Strait Islander peoples are represented;
- commit to identifying a RAP Champions as an action with the RAP;
- commit to meet at least four times per year as an action with the RAP; and
- commit to develop a Terms of Reference as an action with the RAP.

DETAILS:

The City invited expressions of interest for suitably qualified persons to nominate for membership. Advertisements were placed in the City's local papers, on the City's website and on the City's social media.

Nominees were requested to provide the following information:

- Occupation;
- Membership of community organisations; and
- Reasons for applying.

Correspondence was also sent to all former Community Representatives expressing appreciation for their past contribution to the City and asking if they would like to re-nominate as a member of the working group.

The nomination details received from interested persons in the community are at **Attachment 2**.

The RAPWG meetings are held approximately every two months, or more regularly as required. In 2019 there were four meetings. All nominees are available to attend meetings on Monday evenings at 6.00pm. The proposed meeting dates for 2020 will be presented to the RAPWG at its first meeting, for approval.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

- City's Policy No. 4.2.12 – 'Advisory Groups'.
- Terms of Reference for RAPWG.

RISK MANAGEMENT IMPLICATIONS:

Low There is low risk in Council appointing community and Elected members to the RAPWG.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

Our community is aware of what we are doing and how we are meeting our goals.

SUSTAINABILITY IMPLICATIONS:

Not applicable

FINANCIAL/BUDGET IMPLICATIONS:

Nil.



TERMS OF REFERENCE

1. AIMS

The Working Group is intended to identify issues and topics of importance surrounding the development and implementation of Reconciliation Action Plans as adopted by the City of Vincent.

2. OBJECTIVES

The objectives of the Working Group are to make recommendations and agree on actions to be taken by the City relating to:

- 2.1 The establishment of collaborative/consultative processes to ensure our community and staff remain engaged and focussed on the importance of reconciliation.
- 2.2 The implementation of specific actions and deliverables as identified within the City of Vincent 'Reflect' Reconciliation Action Plan in accordance with agreed timelines.
- 2.3 The review and refresh the City of Vincent 'Reflect' Reconciliation Action Plan based on learnings, challenges and achievements.
- 2.4 The development of a City of Vincent 'Innovate' Reconciliation Action Plan that aligns with both Reconciliation Australia's minimum elements for endorsement and the City of Vincent Strategic Community Plan.

3. MEMBERSHIP

Community members who identify as Aboriginal and Torres Strait Islander are encouraged to apply, as are non-Aboriginal and Torres Strait Islander community members who are interested/involved in reconciliation. The City of Vincent will seek a diverse range of community members to ensure a broad spectrum of ideas are considered.

The maximum number of members is 12.

The membership of the Working Group shall comprise the following persons with only those persons appointed under clauses 3.1 and 3.2 being eligible to vote:

3.1 Up to Three (3) Council Members

3.2 Up to Six (6) Community Representatives

Up to six (6) Community Representatives who fit one or more of the following criteria:

- Aboriginal and Torres Strait Islander community representatives.
- Individuals who work with or who represent the Aboriginal and Torres Strait Islander community on a professional level.
- Any community member who lives or works within the City of Vincent or is regularly engaged with the Vincent community, who is interested in reconciliation and its potential to influence the culture of the Vincent community.

3.3 Up to Three (3) City Officers

The City's Director Community Engagement, Manager Community Partnerships and relevant Officer.

4. MEETINGS

The Working Group shall meet as required. At the first meeting the Working Group shall determine a Schedule of Meetings dates for the remainder of the years (these dates are to be included in the City's calendar of events).

A minimum of six (6) members must be present to achieve a quorum for meetings.

Commencement Date:	8 March 2016
Amended:	26 October 2017, 29 June 2018
Review Date:	20 October 2017
File Ref:	D17/121859

12 CHIEF EXECUTIVE OFFICER**12.1 RESULTS OF THE FY19 AUSTRALASIAN LG PERFORMANCE EXCELLENCE PROGRAM**

Attachments: 1. **City of Vincent's FY19 LG Performance Excellence Report** 

RECOMMENDATION:

That Council RECEIVES the City of Vincent's FY19 Australasian LG Performance Excellence Report at Attachment 1.

PURPOSE OF REPORT:

To provide Council with the City of Vincent's results report from its participation in the FY19 Australasian LG Performance Excellence Program.

BACKGROUND:

CEO KPI 2.1.1 was to benchmark the City of Vincent's operations through the Local Government Performance Excellence Program. This related to the CEO KPI theme of Service Delivery and fostering and driving a culture of innovation, can-do attitude and openness in the delivery of services to our community and stakeholders, with a focus on providing an exceptional customer experience.

The purpose of the Local Government Professionals Performance Excellence Program (Benchmarking Program) is to provide the City with comparative data to measure strategic and operational performance results.

The results are specific to the local government sector and assists the City in better understanding its strengths and areas for improvement. This should in turn result in better internal business performance. Local Governments from New South Wales (56), New Zealand (15), South Australia (23), and Western Australia 21 (115 in total) participated in the 2018/19 program.

2019 was the first year the City of Vincent has participated and will be participating for a 3-year term.

The report provides analysis, insights, and a deeper understanding of efficiency, effectiveness, best practice and resilience into the following key measurement areas of focus:

1. **Corporate leadership** - Level of commitment Council has to principles of responsible management and strategic planning. This includes corporate development strategies, strategic planning strategies, decision-making practices and policy quality measures, senior leadership effectiveness, cohesion, communications and accountability.
2. **Workforce management** – Workforce profile, capacity, performance and productivity. Identifies efficiencies, potential concerns, and future workforce planning based on changing nature of work.
3. **Finance management** – Finance systems and processes, financial strategy, rates, CAPEX and budget.
4. **Operations management** – Operations planning, customer service commitment, outsourcing, shared services and internal systems management such as technology and level of customer centricity.
5. **Risk management** – Council's risk framework, key risk indicators, internal auditing practices, and culture of risk.
6. **Asset management** – asset management systems, strategic asset management & plans, condition ratings, long-term financial plans and long-term self-sustaining asset renewal.
7. **Service delivery** – Covering 32 services. Analysing profile, cost and outputs. Community Development, Planning and Swimming Pools included as pilots for this year.

DETAILS:

The City's report is for Financial Year 2018-2019 and the results reflect data provided as at 30 June 2019 – see full report at **Attachment 1**.

Key areas where the City has a significant variation from the local government median benchmark (higher and lower) are listed below.

Areas where the City is exceeding the median benchmark will be continued and further strengthened. Areas where the City is not meeting the median benchmark will be prioritised for review and strategies put in place to address and reduce the gap over time.

1. Sick leave taken (low)
2. Gender diversity (higher number of female managers)
3. Management span of control (high number of reports to supervisors / managers)
4. Annual turnover (high in 2018-2019 FY but lower in calendar year 2019)
5. Income from rates and annual charges (low)
6. Long Term Financial Plan delivers self-sustaining asset renewal (no)
7. Capital expenditure per resident (low)
8. Operating expense and FTE's per service (high)
9. Road and bridges operating expenses (high)
10. Parks, gardens and sporting grounds operating expenses (high)
11. Council insourcing and outsourcing
12. FTE per 1,000 residents (high)
13. Corporate service staff per 100 employees (high)
14. Customer service full time equivalents per 10,000 residents (high)
15. Overtime spend per FTE (high)
16. ICT spend per employee (low)
17. Training budget spend (low)
18. Lost time due to injuries (high)
19. Council meeting duration (high)

CEO KPI 2.2.2 is to provide Council with a report on improvement in City Service Delivery. Participation in the benchmarking report will inform areas for improvement in service delivery.

In 2019 the City undertook a comprehensive review of all City Services against the [Capability Maturity Model](#). The vast majority of City services were assessed as Level 2.

The CEO's target is for all functions to achieve a minimum **Level 3 (Defined)** over a 1-5 year timeframe. This will ensure all services are proactive rather than reactive and that the City has in place organisation wide standards which provide guidance across projects, programs and portfolios.

The City's business improvement process is being undertaken through the development of five year team strategies, maturity models, risk assessments and business plans cover all programs, projects and services as part of the implementation of the new SCP and updated CBP.

The 2020 review of City services has informed the development and updates to the LTFFP, CBP, Workforce Plan and 2020/21 Annual Budget.

The City services review assessed the following:

- Service objective and alignment with the Strategic Community Plan priorities;
- Service area deliverables (tasks) with details of the FTE time, legislative requirements, maturity, KPIs and any risks or issues for each deliverable;
- Each deliverable is also rated as mandatory (service required by legislation), non-mandatory (discretionary service required by Council through the CBP, SCP or separate Council decision) and support services;
- Staff capacity, including whether a FTE gap has been identified;
- Staff capability and any training required;
- ICT system changes and / or process changes required; and
- Any relevant contracts for the service area.

The City will be using the benchmarking report to guide service area reviews, best practice models of service delivery and business improvement initiatives over the next 12 months.

A key finding of the services review and benchmarking is that the City has a low take-up of technology and relies on a lot of manual handling of processes.

All City service areas are exploring ideas, innovation and IT to improve current services, systems, projects and programs.

CONSULTATION/ADVERTISING:

Nil

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS:

Nil.

The information and/or metrics referred to are extracted from the Australasian Local Government Performance Excellence Program survey (survey) conducted by PricewaterhouseCoopers and commissioned by Local Government Professionals, NSW. The survey was not conducted for the specific purposes of the council and was limited to only the councils who participated in it and based on the data they provided. The reliability, accuracy or completeness of this information has not been verified by PwC, Local Government Professionals, NSW or any other person.

Accordingly, no one should act on the basis of this information and neither Local Government Professionals, NSW nor PwC accept any responsibility for the consequences of any person's use of or reliance on this information or any reference to it.

STRATEGIC IMPLICATIONS:

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

We are open and accountable to an engaged community.

Our community is satisfied with the service we provide.

SUSTAINABILITY IMPLICATIONS:

Nil

FINANCIAL/BUDGET IMPLICATIONS:

Nil

**12.2 LICENCE OVER PORTION OF ROAD RESERVE ADJACENT TO LOTS 90 AND 91 (NO 122)
ANGOVE STREET, NORTH PERTH - MIDNIGHT EXPRESS CAFE - WITHDRAWN BY
ADMINISTRATION**

Report has been withdrawn by Administration.

12.3 SALE OF MISCELLANEOUS PORTIONS OF CITY FREEHOLD LAND

- Attachments:**
1. Summary of sale options for Lots  
 2. Valuation report for Lots - Confidential
 3. Register of Lots with sale potential  

RECOMMENDATION:**That Council:**

1. **AGREES** to the sale of the following land parcels, **SUBJECT TO** the Chief Executive Officer determining the appropriate timing and method for the sales, and providing public notice of the proposed sale in accordance with sections 3.58 or 3.59 of the *Local Government Act 1995*, as appropriate:
 - 1.1 Lot 12 on Deposited Plan 1151 (No. 150) Charles Street, West Perth;
 - 1.2 Lot 59 on Deposited Plan 34088 (No. 10) Monmouth Street, North Perth;
 - 1.3 Lot 43 on Plan 3204 (No. 202) Vincent Street, North Perth; and
 - 1.4 Lot 48 on Plan 692 (No. 590) Beaufort Street, Mount Lawley;
2. **NOTES** that any submissions received as a result of the Chief Executive Officer providing public notice of the proposed sales in recommendation 1. above will be presented to Council for consideration.
3. **APPROVES** the Chief Executive Officer engaging a suitably qualified real estate agent to assist in the sale of the lots identified in Recommendation 1. above.
4. **REQUESTS** the Chief Executive Officer to provide public notice of the potential sale of portions of the Brentham Street Reserve, which comprises Lots 37, 74, 75 and 101 Brentham Street, Leederville.
5. **NOTES** that any submissions received as a result of the public notice in Recommendation 4. above will be presented to Council for consideration, and determination of the timing and method for the sale of any portions of the Brentham Street Reserve, which will be in accordance with sections 3.58 or 3.59 of the *Local Government Act 1995*, as appropriate:
6. **NOTES** that scheme amendments will be prioritised and undertaken for the Lots referred to at Recommendations 4 above, prior to sale.

PURPOSE OF REPORT:

To consider the sale of miscellaneous parcels of City owned land in the short to medium term.

BACKGROUND:

Sale of City freehold land could aid the City's financial stability in the short to medium term.

Proceeds would be transferred to the appropriate reserve fund as determined by Council.

Administration has reviewed the City's land holdings and identified four miscellaneous land parcels that have no current strategic use and therefore are suitable for sale. Administration is currently in negotiation with an adjoining landowner in respect to the sale of Lot 12 (No. 150) Charles Street, West Perth. If a formal offer is received by the City it will be provided to Council for consideration.

Administration has also identified that some portions of the Brentham Street Reserve provide an opportunity for medium density and affordable housing options for the community with a high level of amenity, public open space and community facilities.

The two lots at Brentham Street, Leederville are currently reserved for Public Open Space under the City's Local Planning Scheme No. 2. Before selling these properties, it may be necessary to undertake a Scheme Amendment to rezone the two lots to more accurately respond to the context of the local area. A standard Scheme Amendment for these two lots is likely to take approximately 8-10 months.

The sale of Lot 74 Brentham Street in its entirety would restrict access between Wavertree Place and Brentham Street Reserve. The lot could be either subdivided prior to sale, with the City to amalgamate a portion with the Brentham Street Reserve lots, or sold conditional on a public access easement (pedestrian access) being granted to the City, to ensure continuity of the connectivity between Wavertree Place and Brentham Street Reserve.

DETAILS:

The table at **Attachment 1** provides details of the recommended sale process for each Lot and the valuation received. The valuation report is at **Attachment 2**.

The register at **Attachment 3** provides further details of each Lot, including aerial images, planning details, the background to each Lot, reasons for original acquisition (if known), the current use of the Lot and the development/sale options.

CONSULTATION/ADVERTISING:

The City would need to comply with sections 3.58 and 3.59 of the *Local Government Act 1995* (LGA) to sell these Lots. Should a sale meet the threshold for a major land transaction (\$6 million, based on the City's current operating expenditure) section 3.59 of the LGA would apply.

It is recommended that a real-estate agent is engaged to sell the Lots, via a public auction or tender process, as this should result in the best value for the City. Public notice of the proposed sales would need to be provided, and any submissions received would be provided to Council.

LEGAL/POLICY:

Local Government Act 1995

In accordance with section 3.58 of the LGA a local government can dispose of land in the following ways:

- public auction;
- public tender; or
- directly to a third party conditional on a public notice period and consideration of any submissions received. The public notice must include the name of the purchaser and valuation details (not greater than 6 months old).

Section 3.59 of the LGA is applicable for major land transactions and requires that the local government prepare a business plan and provide state wide public notice.

RISK MANAGEMENT IMPLICATIONS:

Low Risk: It is low risk for the Council to approve in principle the sale of the Lots.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

SUSTAINABILITY IMPLICATIONS:

N/A

FINANCIAL/BUDGET IMPLICATIONS:

The valuation and estimated time frame for the Lots to be ready to be sold (including an estimated timeframe for a scheme amendment process, if required) is below:

<i>Property Address</i>	<i>Estimated Timeframe</i>	<i>Valuation</i>
150 Charles Street, West Perth	1 month	\$225,000
10 Monmouth Street, Mount Lawley	1 month	\$650,000
202 Vincent Street, North Perth	1 month	\$525,000
590 Beaufort Street, Mount Lawley	6 months	\$1,600,000
Lot 74 Brentham Street, Leederville	10 to 14 months	\$2,500,000
Lot 101 Brentham Street, Leederville	12 to 24 months	\$6,000,000
Total		\$11,500,000

Sale Opportunities for City Land - Summary Table

Property Address	Zoning	Lot Size	Sale Process	Notes	Valuation
150 Charles Street, West Perth	Part Residential R80, part Planning Control Area No. 125 (road reserve)	294m ² (167m ² developable land)	Public notice of proposed sale to neighbour	Owner of 81 Cowle Street, West Perth, is interested in purchasing the land. It is noted that the portion of the land within the PCA 125 is required to be dedicated as road as part of any future subdivision or amalgamation process. The valuation accounts for the dedication.	\$225,000
10 Monmouth Street, Mount Lawley	Residential R40	500m ²	Sale by realestate agent (Public tender)		\$650,000
202 Vincent Street, Mount Lawley	Part Residential R60, part road reserve, part Planning Control Area No. 125	556m ² (350m ² developable land)	Sale by realestate agent or approach neighbour and provide public notice	Any structures will not be permitted within road reserve areas.	\$525,000
590 Beaufort Street, Mount Lawley (portion of Barlee Street carpark)	District Centre	457m ²	Sale by realestate agent (Public tender)	The City leases the adjacent Lots 49 and 50 (No.596) Beaufort Street and manages together as the Barlee Street carpark. Administration is looking to meet with the owners to discuss the future management of the car park. 590 Beaufort Street may become available for sale.	\$1,600,000
Lot 74 Brentham Street, Leederville	Public Open Space under LPS2 Urban under MRS	1,640m ²	Sale by realestate agent (Public tender)	<ul style="list-style-type: none"> • Rezoning (scheme amendment) required prior to development. • Subdivision may be required to avoid disrupting newly installed path. • The valuations are based on the zoning of the adjacent land. 	\$2,500,000
Lot 101 Brentham Street, Leederville	Public Open Space under LPS2 Urban under MRS	4,120m ²	Sale by realestate agent (Public tender)	<ul style="list-style-type: none"> • Rezoning (scheme amendment) required prior to development. • Intention to sell in medium term as business case may be required if considered a major land transaction (s.3.59 of the <i>Local Government Act 1995</i>). • A development plan/concept plan is recommended to be developed for the site. • Potential for a joint venture or for the City to develop. 	\$6,000,000

Summary Table – Sale opportunities for City land – February 2020 – D20/23610

REGISTER OF CITY LAND – CURRENT SALE OPPORTUNITIES

SUMMARY TABLE

Property address	Current use	Sale options	Page
150 Charles Street, West Perth	Public open space – passive recreation area – 294m ² (167m ² available)	Sell for residential development – one dwelling, or sell to adjoining property, 81 Cowle Street, to amalgamate with their lot	2
590 Beaufort Street, Mount Lawley	Portion of Barlee Street Car Park – 457m ²	Sell for commercial purposes.	3
10 Monmouth Street, Mount Lawley	Vacant Residential Lot – 500m ²	Sell for residential development – two dwellings	4
202 Vincent Street, North Perth	Public open space – landscaped verge with footpath – 556m ² (Sell for residential development – up to two dwellings (note that portion is part of road reserve)	5
Lots 74 & 101 Brentham Street, Leederville	Public open space (Brentham Street Reserve) – 5,760m ²	Sell for residential development – 44 residential dwellings (grouped) subject to rezoning to residential R60	6

150 (Lot 12) Charles Street (corner Cowle Street), West Perth

Certificate of Title Details	Lot 12 on Deposited Plan 1151, CT Volume 1176 Folio 497
Encumbrances / Restrictions	Portion subject to MRS road widening – will form part of PCA No. 125 (road reserve section shown in plan below)
Zoning	Residential R80 under LPS2 Portion adjacent to Charles Street is defined as Future Road Reserve (Planning Control Area No.125)
Current Use	Vacant land – passive recreation area and pedestrian footpath
Total Area	294m ² (167m ² zoned R80)
Development potential	Based on 167m ² unreserved land, a single residential lot up to four storeys.



Background

Lot 12 was purchased by the City of Perth from Remo Nicoli on 19 May 1975. The City of Perth records indicate that following the acquisition the land was originally leased to Alan Miller, which indicates that a dwelling may have been located on the land.

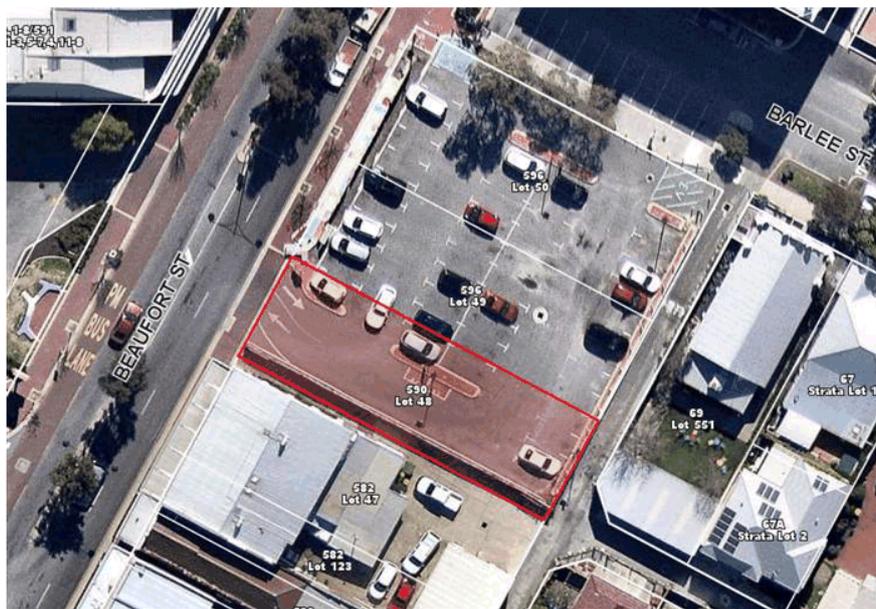
When the land was transferred from the City of Perth to the City of Vincent in 1995 it was vacant. The land is now used for passive recreation and comprises several established trees and is mulched. The City’s Parks team spends approximately 15 minutes per week at Lot 12 collecting rubbish and weeding.

The 127m² portion adjacent to Charles Street is proposed to be reserved Other Regional Road under the MRS and will be required for road widening, as shown in the plan above. Council resolved to transfer the 127m² portion of Lot 12 to the Crown (OMC 30 April 2019, Item 11.4). Surveying is to be at the cost of Main Roads, and remains pending.

The owner of 81 Cowle Street is interested in acquiring the remaining portion (167m²) and amalgamating it with her property.

590 (Lot 48) Beaufort Street, Mt Lawley

Certificate of Title Details	Lot 48 on Plan 692, CT Volume 1580 Folio 481
Encumbrances / Restrictions	None
Zoning	District Centre under LPS2, Urban under MRS Small portion is road reserve (future road widening)
Current Use	Portion of Barlee Street Car Park
Total Area	457m ²
Development potential	Single residential dwelling permissible. Multiple or grouped dwellings could be constrained by car parking provision Commercial dwelling limited to 6 storeys and meeting parking requirements. Some commercial uses not permitted at ground level.



Background

Lots 49-50 Beaufort Street comprised a car sales yard until 2000. Due to the parking shortage in the Mt Lawley town centre the City entered into negotiations with the owners of Lots 49-50 and also investigated the purchasing of the adjoining Lot 48 (OCM 19 December 2000, Item 10.4.9, OCM). In 2001 the City purchased Lot 48 from N & P Farrell for \$410,000 in order to create a public car park comprising the three lots (OCM 13 February 2001, Item 10.4.7).

The City's lease of the adjoining lots which comprise the car park is due to expire on 31 February 2021.

Zoning as District Centre offers flexibility in development. Once free from association with the lease on adjacent lots, development can be facilitated without any additional planning work.

10 MONMOUTH STREET, MOUNT LAWLEY

Certificate of Title Details	Lot 59 on Deposited Plan 34088, CT Volume 1776 Folio 312
Encumbrances / Restrictions	None
Zoning	Residential R40 under LPS2, Urban under MRS Clause 26(6) of LPS2 provides that limit of two dwellings per lot
Current Use	Vacant Residential Lot
Total Area	500m ²
Development potential	Two residential lots with two storey dwellings



Background

In 1968 the City of Perth requested that the land, which was at the time owned by the estate of Mrs Garratt, was resumed for the purpose of a recreation ground, with the Government Gazette of 20 December 1968 providing that the land has been “*compulsorily taken and set apart for the purposes of the following public works, namely – City of Perth – recreation ground*” and that the “*said lands shall vest in the City of Perth, for an estate in fee simple in possession for the public work herein expressed.*” Following the resumption the land was used for the purpose of public recreation.

The land currently comprises a grass block with several mature trees. The City maintains the land fortnightly, which includes mowing and removing rubbish.

202 Vincent Street, North Perth

Certificate of Title Details	Lot 43 on Plan 3204, CT Volume 1310 Folio 115
Encumbrances / Restrictions	Portion of land is zoned road reserve and therefore is required for road widening, as shown below.
Zoning	Residential R60 under LPS2, Urban under MRS Portion is road reserve – Mains Roads manages Charles Street portion, City manages Vincent Street portion Future Other Regional Road under MRS, local road under the City of Vincent’s Local Planning Scheme No.2, Planning Control Area No.125
Current Use	Public Open Space – landscaped verge with footpath
Total Area	556m ² (approx. 350m ² without road reserve)
Development potential	Based on 350m ² unreserved land, two residential lots up to 3 storeys. Note limited development potential, further examination against Built Form Policy required.



Background:

In 1978 the City of Perth purchased Lot 43 for street re-alignment. The lot has remained vacant, and in 2000 was landscaped to provide a green link between Beatty Park Reserve and Mick Michael Reserve (OCM 9 March 1998, Item 12.1; OCM 13 June 2000, Item 10.2.3). In 2013/14 the lot was converted to an eco-friendly area with native plants in accordance with the City’s Eco-zoning Program. This has reduced the level of watering and maintenance required, which is currently around 1 hour per week.

The right of way to the north of Lot 43 is owned in freehold by the City of Vincent and has a width of 5m, therefore dedication of the ROW is likely to be supported by the WAPC. It is noted for any development proposal, setbacks would be measured from the reserve lines, reducing the building envelope.

LOT 74 AND LOT 101 BRENTHAM STREET, LEEDERVILLE

Certificate of Title Details	Lot 74 on Plan 10804, CT Volume 1389 Folio 154 Lot 101 on Diagram 49865, CT Volume 1793 Folio 860
Encumbrances / Restrictions	Nil
Zoning	Public Open Space under LPS2, Urban under MRS
Current Use	Public Open Space – forms part of Brentham Street Reserve
Total Area	Lot 74 - 1,640m ² Lot 101 - 4,120m ²
Development potential	Both lots – 2 storey built form area, would require rezoning before development can be pursued. Adjacent Residential R60. Lot 74 at R60, 10 residential dwellings up to two storeys (grouped dwellings) Lot 101 at R60, 34 residential dwellings up to two storeys (grouped dwellings) Multiple dwelling potential to be confirmed Commercial development subject to rezoning, two storeys and parking requirements

Background

Lot 74 is located between Lot 75 (Brentham Street Reserve) and Wavertree Place. The lot was created upon the subdivision of Perthshire Lots 1, AC and AY in 1974 (and therefore at the same time as Lot 75). Lot 74 forms part of the Brentham Street Reserve (Public Open Space), although it was previously zoned 'car park' pursuant to the City's Town Planning Scheme No. 1, so that it could be used to provide car parking for the Aranmore Catholic Primary School. The use of Lot 74 as a car park was considered in 2000 and following public opposition Council resolved at the Ordinary Meeting of Council of 24 July 2001 to rezone it as 'Town of Vincent Reserve Parks and Recreation' pursuant to the City's Town Planning Scheme No. 1. Lot 74 comprises mature trees and is primarily used for passive recreation.

It has been noted that sale options include surveying parts of Lot 74 as narrow 10m x 40m residential lots, or selling a larger parcel for a multiple dwelling development.





Lot 101 was formerly part of Lot 54 of Perthshire Locations I, AC and AY. On 21 January 1976 this land was subdivided by the City of Perth in accordance with Diagram 49865 to create lots 100 and 101. Part of Lot 101 was transferred to the WA Deaf Society in April 1982 for \$275,000. This land was subsequently transferred to Baymoon Holdings Pty Ltd and is now being strata titled. Lot 101 is owned in freehold by the City and is used for passive recreation and comprises mature trees and grass area.

Selling this land aligns with Key action 6 of the Public Open Space Strategy (2018) - investigating underperforming or surplus land for sale and assigning proceeds to the POS acquisition reserve fund.

Rezoning the land prior to sale to optimise value is recommended. Both lots require rezoning prior to development.

12.4 REVIEW OF GUIDELINES FOR ELECTRONIC COUNCIL PROCEEDINGS

Attachments: 1. **Electronic Council Proceedings - Guidelines** [↓](#) 

RECOMMENDATION:

That Council:

1. **APPROVES** the Guidelines for Electronic Council Proceedings, at Attachment 1; and
2. **REQUESTS** the Chief Executive Officer to review and propose amendments to the City's Policy 4.2.3 – '*Council Briefings, Meetings & Forums – Format, Procedure and Maximum Duration*' to allow for electronic Council proceedings.

PURPOSE OF REPORT:

To consider the format and procedure of Council Briefings and Meetings, Audit Committee Meetings and other Committee Meetings (Council proceedings) that are held electronically in accordance with regulation 14C of the *Local Government (Administration) Regulations 1996*.

BACKGROUND:

On 25 March 2020 Parliament approved amendments to the *Local Government (Administration) Regulations 1996* (Regulations) which allow Council and Committee meetings to be held electronically during a public health emergency or state of emergency. The current COVID-19 pandemic is a public health emergency. The Mayor confirmed by email on 31 March 2020, in accordance with regulation 14D(3) of the Regulations, that future Council Briefings, Council Meetings, Audit Committee and COVID-19 Relief and Recovery Committee Meetings would be held electronically, via video-conference, for the duration of the COVID-19 pandemic.

Public notice of the change to electronic meetings was published on the City's website on 27 March 2020.

Electronic meetings are not contemplated in the City's Meeting Procedures Local Law 2008 or Policy 4.2.3 – '*Council Briefings, Meetings & Forums – Format, Procedure and Maximum Duration*.'

DETAILS:

Administration has prepared guidelines for the format and procedure of electronic Council proceedings, as at **Attachment 1**. The guidelines address the following key aspects of an electronic Council proceeding:

- Public access to the video-conference;
- Public question and statement protocols;
- Leave of absence and disclosure of interest protocols;
- Procedure during an electronic Council meeting, including leaving the video-conference and requesting to speak or vote on items;
- Procedure for considering matters behind closed doors; and
- Procedure to deal with technical difficulties.

Administration will review and update Policy 4.2.3 – '*Council Briefings, Meetings & Forums – Format, Procedure and Maximum Duration*' to incorporate the format and procedure of electronic Council proceedings. In the interim to the completion of the review and adoption of the updated policy by Council, the guidelines will apply.

CONSULTATION/ADVERTISING:

As the guidelines are not a Council Policy no public notice is required.

LEGAL/POLICY:

- *Local Government (Administration) Regulations 1996;*
- *Meetings Procedure Local Law 2008; and*
- *Policy 4.2.3 – ‘Council Briefings, Meetings & Forums – Format, Procedure and Maximum Duration.’*

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for the Committee to note and comply with these guidelines.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.



ELECTRONIC COUNCIL PROCEEDINGS - GUIDELINES

Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager, Corporate Strategy and Governance.
Affected teams	Governance, Executive, Council and public
Legislation / local law requirements	Regulation 14 of the <i>Local Government (Administration) Regulations 1996</i> . Section 5.25 of the <i>Local Government Act 1995</i>
Relevant delegations	Nil.
Related policy procedures and documents	City's Meeting Procedures Local Law 2008 City's Policy 4.2.3 – ' <i>Council Briefings, Meetings & Forums – Format, Procedures and Maximum Duration</i> '

PURPOSE

To set out the format and procedure for Council Briefings and Meetings, Audit Committee Meetings and other Committee Meetings (Council proceedings) that are held electronically in accordance with regulation 14C of the *Local Government (Administration) Regulations 1996* (due to a public health emergency or state of emergency).

GUIDELINES

1. Format of electronic Council proceedings

- The Mayor is to determine the electronic meeting method, and is to notify the CEO of this in writing, in accordance with regulations 14D(3) & (4).
- The preferred method is video-conference which is live streamed to the public via the City's website.
- Notice of the format of the electronic meeting is to be provided on the City's website.
- Council Briefings, Meetings and COVID-19 Relief and Recovery Committee Meetings are open to the public and will be live streamed on the City's website - <http://webcast.vincent.wa.gov.au/>
- Council Workshops and Audit Committee Meetings will not be live streamed on the City's website.

2. Public questions and statements

- Council Briefings, Meetings and COVID-19 Relief and Recovery Committee Meetings include a time for public questions and statements.
- The public are invited to submit questions or statements in writing to the City prior to 3pm on the day of the Council Briefing, Meeting or COVID-19 Relief and Recovery Committee Meeting.
- Questions / statements are to be emailed to governance@vincent.wa.gov.au and must include the person's full name and suburb of residence.



ELECTRONIC COUNCIL PROCEEDINGS - GUIDELINES

- Questions / statements at Council Briefings and Meetings can relate to any matter affecting the City.
 - Questions / statements at Special Council Meetings and Committee meetings must relate to items on the agenda for that meeting.
 - The questions / statements will be read out during public question time, but cannot exceed 3 minutes. Responses to all questions (including if the question is addressed at the Council proceeding) will be provided in the next Council or Committee Meeting Agenda.
- 3. Leave of absence requests and conflicts of interest**
- Elected Members must disclose any conflicts of interest by completing the PDF-fillable [Disclosure of Financial and Proximity Interest](#) and [Disclosure of Impartiality Interest](#) forms.
 - The completed disclosure of interest form must be emailed to governance@vincent.wa.gov.au by 3pm on the day of the Council proceeding (or by midday for Audit Committee meetings).
 - Elected Members can apply for leave of absence by emailing governance@vincent.wa.gov.au by 3pm on the day of the Council proceeding (or by midday for Audit Committee meetings).
 - The email must include the dates of the requested leave of absence and a reason (for example - holiday or interstate work commitments)
- 4. Procedure at Council proceedings**
- All participants in the video-conference are encouraged to mute their microphone when not speaking to minimise background noise.
 - Elected Members' faces must be visible in the video-conference at all times, unless the Presiding Member has approved their leave from the video-conference.
 - Elected Members' titles – "Mayor... , Cr..." must be displayed at all times in the video-conference.
 - To request leave from the video-conference the Elected Member is to raise their hand, wait for verbal acknowledgement from the Presiding Member, and advise the Presiding Member of their reason for requesting leave or anticipated period of time (for example – I request leave from the video-conference for 2 minutes). The Presiding Member will verbally confirm that the leave has been granted to the Elected Member.
 - Elected Members who have disclosed an interest in an item and cannot vote must leave the video-conference in the same manner as set out above. The Presiding Member will verbally confirm that the Elected member has disclosed a financial or proximity interest in the item and cannot vote and has left the video-conference for the item.
 - When returning to the video-conference, Elected Members must wait for the Presiding Member to acknowledge their return, by verbally confirming that the Elected Member has returned to the video-conference.
 - The above procedure will ensure accurate records of Elected Member participation in items is recorded in the Minutes.
 - To request to speak on an item Elected Members must raise their hand and wait for verbal acknowledgement by the Presiding Member. Once acknowledged, the Elected Member may commence speaking.
 - To move, second or vote on an item Elected Members must raise their hand and wait for verbal acknowledgement by the Presiding Member that the mover / seconder or vote has been noted.



ELECTRONIC COUNCIL PROCEEDINGS - GUIDELINES

5. Matters behind closed doors

- Council may pass a motion to go behind closed doors. When this occurs the video-stream will continue but the live streaming on the City’s website will cease.
- At the conclusion of the confidential discussion the live streaming on the website will recommence, and the Presiding Member will read out the confidential resolution.

6. Technical Difficulties

- The Presiding Member may adjourn the Council proceeding for a short period of time to allow technical difficulties to be resolved. The Presiding Member will state the reason for the adjournment and anticipated length, prior to the live streaming being suspended.
- Once the technical difficulty is resolved the live streaming will resume and the Presiding Member will explain the technical difficulty prior to the Council proceeding recommencing.

SCOPE

This Policy applies to Elected Members and staff during electronic Council proceedings.

OFFICE USE ONLY	
Initial Council adoption	DATE: <APPROVAL DATE>, REF# <TRIM REF>
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

12.5 INFORMATION BULLETIN

- Attachments:**
1. **Quarterly Street Tree Removal Information** [↓](#) 
 2. **Confirmed Minutes of the Design Review Panel Meeting held on 4 March 2020** [↓](#) 
 3. **Statistics for Development Applications as at end of March 2020** [↓](#) 
 4. **Register of Legal Action and Prosecutions Monthly - Confidential**
 5. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 23 March 2020** [↓](#) 
 6. **Register of Applications Referred to the MetroWest Development Assessment Panel - Current** [↓](#) 
 7. **Register of Applications Referred to the Design Review Panel - Current** [↓](#) 
 8. **Register of Petitions - Progress Report - March 2020** [↓](#) 
 9. **Register of Notices of Motion - Progress Report - March 2020** [↓](#) 
 10. **Register of Reports to be Actioned - Progress Report - March 2020** [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated March 2020.



CITY OF VINCENT

INFORMATION BULLETIN

SUBJECT:	Street Tree Removal Requests
DATE:	23 March 2020
AUTHOR:	Tracy Bilyk, Executive Assistant John Gourdis, Supervisor Parks Services
AUTHORISER:	Andrew Murphy, Executive Director Infrastructure & Environment

PURPOSE:

To present Council with a quarterly update on street tree removal requests within the City of Vincent.

BACKGROUND:

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

A report outlining when and how a tree removal request will be considered, as well as the requests for the last quarter of 2017 until the 10 January 2018 was presented to the Ordinary Meeting of Council held on 6 February 2018.

COMMENTS:

Please find below listing for the period 21 November 2019 to 22 March 2020.



CITY OF VINCENT

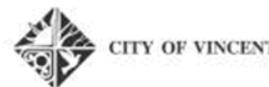
INFORMATION BULLETIN

Date	Requested By	Location / Address	Reason for Removal	Tree Species	Inspection Comments	Approved for Removal (Y/N)	Replacement Tree (Y/N - species)
25/11/2019	Resident	6A Claverton St, North Perth	Verge tree is dying, please replace		Tree is confirmed dead	Yes	Melaleuca viridiflora
27/11/2019	Resident	Verge next to 175 Egina St, North Perth	Verge tree is dying, please replace		Tree is confirmed dead	Yes	Lagerstromia indica
29/11/2019	Resident	79 London St, North Perth	Verge tree is not approved species (possible sucker) and is very close to boundary wall/fence	<i>Prunus</i> sp.	Tree was growing at the base of a brick wall which would have eventually split the wall	Yes	N/A
02/12/2019	Parks Officer	33 Galwey St, Leederville	Tree is badly split and likely to fall.	<i>Agonis flexuosa</i>	Tree is Split and collapsed	Yes	<i>Agonis flexuosa</i>
02/12/2019	Parks Officer	100a Joel Tce, Mt Lawley	Verge tree is dead	<i>Callistemon Kings Park Special</i>	Tree is confirmed dead	Yes	Melaleuca viridiflora
16/12/2019	Resident	31 Albert St, North Perth	Tree appears to be dead	<i>Agonis flexuosa</i>	Tree is in decline, however canopy is 80% healthy	No	<i>Agonis flexuosa</i>
02/01/2020	Resident	17 The Boulevard, Mt Hawthorn	Tree possibly causing damage to fence.	<i>Lophostemon confertus</i>	Two trees on the verge show no signs of lifting the path, only slight cracks in low wall	No	N/A
07/01/2020	Resident	141 Shakespeare St, Mt Hawthorn	Tree drops sap and material that is damaging property. Would like it removed and replaced	<i>Celtis mississippiensis</i>	Healthy tree had an Asian Aphid infestation and has since been treated with systemic pills	No	N/A
08/01/2020	Resident	54 Galwey St, North Perth	Tree is dying. Can it please be replaced with a different species, or same species and something to prevent it from dying	<i>Agonis flexuosa</i>	Sapling has died and will be replaced.	Yes	<i>Agonis flexuosa</i>
14/01/2020	Resident	14 Campsie St, North Perth	Tree is dying/dead	<i>Lophostemon confertus</i>	Tree is confirmed dead	Yes	<i>Jacaranda mimosaeifolia</i>
17/01/2020	Parks Officer	34 Forrest St, Mt Lawley	<i>Eucalyptus erythrocorys</i> has been weakened by pollarding, causing a lot of epicormic growth, resulting in continuous branch failure. Has the potential to cause damage to property.	<i>Eucalyptus erythrocorys</i>	Tree is constantly dropping branches which overhangs street car bays. Tree is only 3 metres away from an authorised mature <i>Brachychiton</i> . Suggest it has been planted by previous owners.	Yes	N/A
21/01/2020	Resident	27 View St, North Perth	<i>Ficus</i> has lifted the path in front garden and cracked brick fence. They are also installing a double driveway so tree needs to be removed.	<i>Ficus hillii</i>	Resident Pina Ford has asked us for its removal. Manager of Parks has agreed on this request as per previous Council decision.	Yes	TBD
30/01/2020	Resident	69 Forrest St, Mt Lawley	Please remove dead tree and replace	<i>Brachychiton populneis</i>	Tree confirmed dead	Yes	<i>Jacaranda mimosaeifolia</i>

03/02/2020	Resident	101 Flinders St, Mt Lawley	They have had a Poinciana removed as it had died and they would like 2 smaller trees planted (not another Poinciana).		Tree is confirmed dead	Yes	2 x Melaleuca viridiflora
03/02/2020	Resident	33 Clieveden St, North Perth	Verge tree is dead	<i>Agonis flexuosa</i>	Tree is confirmed dead	Yes	Olea kalamata
05/02/2020	Parks Officer	35 Chelmsford Rd, Mt Lawley	Unauthorised species, two trees too close together	<i>Ficus sp & Callistemon viminalis</i>	Non-approved species planted too close together with poor form.	Yes	Sapium sebiferum
05/02/2020	Resident	10A Highlands Rd, North Perth	Pics at D20/18005. They think it is a "Suckering Robinia" and want it removed.			No	N/A
13/02/2020	Resident	5 Alfonso St, North Perth	Tree appears Dead	<i>Lophostemon confertus</i>	Tree is confirmed dead	Yes	2 x Eucalyptus torquata
13/02/2020	Resident	13 Tasman St, North Perth	Tree is dead - Joy believes it is the 4th time this tree has been replanted. They have all died. She wishes for it not to be replanted. (Joy lives next door. 13 is a rental)	<i>Jacaranda mimosaeifolia</i>	4 times a tree has been planted and all die, resident declines in having any more.	Yes	N/A
20/02/2020	Engineering Officer	14 & 11 Campsie St, North Perth	Box tree outside number 14 appears dead and one outside 11 appears to also be dying	<i>Lophostemon confertus</i>	Trees are confirmed dead	Yes	Corymbia eximia
25/02/2020	Resident	11 Broome St, North Perth	Old verge tree is dying. Please replace		Tree is confirmed dead	Yes	Melaleuca linarifolia
26/02/2020	Resident	5 Emmerson St, North Perth	Verge tree has died	<i>Lophostemon confertus</i>	Tree is confirmed dead	Yes	Corymbia eximia
26/02/2020	Resident	232 Brisbane St, Perth	Tree between 232 and 230 Brisbane appears to be dead.	<i>Corymbia calophylla</i>	Tree is confirmed dead	Yes	Melaleuca viridiflora
03/03/2020	Resident	91 Anzac Rd, Mt Hawthorn	Tree is dead	<i>Lophostemon confertus</i>	Tree is confirmed dead	Yes	Corymbia eximia
06/03/2020	Resident	28 Gladstone St, Perth	Dead tree on the Somerville Street frontage	<i>Hymenosporum flavum</i>	Tree is confirmed dead, to be removed and replaced with a Jacaranda as per current streetscape theme.	Yes	Jacaranda mimosaeifolia
12/03/2020	Parks Officer	Mable St, North Perth - 4, 5, 10, 14, 18, 21, 25, 27, 32, 48, 51, 59, 64, 69, 73, 76, 89	Storm Damage 25/02/2020	<i>Erythrina indica</i>	Storm Damage 25/02/2020	Yes	To be determined, following consultation with residents
12/03/2020	Parks Officer	North Perth Tennis Club, Namur Street frontage	Storm Damage 25/02/2020	<i>Corymbia eximia</i>	Storm Damage 25/02/2020	Yes	TBD
12/03/2020	Parks Officer	12 Commonwealth Ave, North Perth	Storm Damage 25/02/2020	<i>Jacaranda mimosaeifolia</i>	Storm Damage 25/02/2020	Yes	TBD

12/03/2020	Parks Officer	8 Magnolia St, North Perth	Storm Damage 25/02/2020	<i>Melaleuca quinquenervia</i>	Storm Damage 25/02/2020	Yes	TBD
12/03/2020	Parks Officer	47 Waugh St, North Perth	Storm Damage 25/02/2020	<i>Lophostemon confertus</i>	Storm Damage 25/02/2020	Yes	TBD
12/03/2020	Parks Officer	181-179 Lincoln St, Perth	Storm Damage 25/02/2020	<i>Callistemon salignus</i>	Storm Damage 25/02/2020	Yes	Sapium sebiferum
12/03/2020	Parks Officer	39A Cowle St, West Perth	Storm Damage 25/02/2020	<i>Agonis flexuosa</i>	Storm Damage 25/02/2020	Yes	TBD
12/03/2020	Resident	129 Carr St, West Perth	Tree potentially dead	<i>Jacaranda mimosaeifolia</i>	Storm Damage 25/02/2020	Yes	Jacaranda mimosaeifolia

MINUTES



DESIGN REVIEW PANEL

Wednesday 4 March 2020 at 3.45pm
 Venue: Function Room
 City of Vincent
 Administration and Civic Centre
 244 Vincent Street Leederville

Attendees:

Design Review Panel Members
 Simon Venturi
 Sid Thoo
 Ailsa Blackwood

City of Vincent Officers

Joslin Colli (Coordinator Planning Services) – Presiding Member
 Mitch Hoad (Senior Urban Planner)
 Max Bindoon (Urban Planner)

Applicant – Item 3.1

Nicholas Preston Hodge Collard Preston
 Lee Yaw Hodge Collard Preston
 Carlos Coelho Colaust AT Farro Trust



1. Welcome/Declaration of Opening

Joslin Colli declared the meeting open at 4.15pm

2. Apologies

3. Business

Applicant's Presentation –DA Lodged – 5.2019.359.1

- 3.1 **Address:** 77-83 (Lots 456 and 17) Scarborough Beach Road, Mount Hawthorn
- Proposal:** Single storey child care premises with associated car parking and outdoor play area
- Applicant:** Dynamic Planning and Developments / Colaust Pty Ltd

Reason for Referral: For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 30 October 2019

Design review comments from 30 October 2019	
Design quality evaluation	
	<i>Supported</i>
	<i>Pending further attention</i>
	<i>Not supported</i>
Design Principles	
Principle 1 - Context and character	<u>Principle</u> <i>Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.</i>

	<ul style="list-style-type: none"> • Surrounding Built Form Contextual Analysis is not provided, this would help to inform the architectural language and built form outcome • More analysis of locality required to incorporate local features and domestic scale, elements and materials • The site organisation is very basic creating a blocky design and layout which doesn't meaningfully integrate the carpark, building and outdoor areas • Whilst visual privacy and security is understood the applicant needs to provide more interaction/activation to the street wall design along Scarborough Beach Road. Implement a greater degree of openness, potentially in side portions of recessed walls. Increase the depth of the wall recesses • Opportunities for more permeable sections of fencing are encouraged
<p>Principle 2 - Landscape quality</p>	<p><u>Principle</u> <i>Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.</i></p> <ul style="list-style-type: none"> • Landscaping needs to be integrated. • Given the building typology high quality landscaping needs to be more of a priority • Landscaping is well below City of Vincent expectations and policies. The outdoor play area needs to demonstrate deep soil zones and canopy cover; which are important for amenity, nature play, increasing micro-climate diversity and reducing urban heat on the site • Removal of the verge tree not supported on such a large site when there are alternate opportunities to locate entry access • Deep soil areas and permeable surfaces that allow water penetration are important • Landscape architect should be engaged for whole site, instead of designing outdoor play and car park separately. Concern that the internal and external landscaping will be disconnected by two separate designs, as there may be different typologies / plant species etc if prepared by two different landscape architects • Species chosen for car park garden beds are prickly and unsuitable for children • Car park needs greater canopy cover. Frangipani species is not sufficient canopy density because during significant periods of the year it provides no canopy coverage • Better connection needed between landscape areas and internal areas. Consider an in-between landscaped courtyard to blend spaces. • Implement a continuous canopy along pedestrian path and entrance • Proposal lacking meaningful landscaping. No plan for the outdoor play area as a significant portion and element of the site is a missed opportunity to demonstrate landscaping contribution. The COV will need to see entire landscape plan for consideration (See principle 6 - Amenity).
<p>Principle 3 - Built form and scale</p>	<p><u>Principle</u> <i>Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.</i></p>
	<ul style="list-style-type: none"> • The site is under-developed in terms of height but heavily developed on the ground plane. The proposal could utilise height allowance to get a better functional outcome and relationship to surrounding context • If space is confined consider a design with a mezzanine • Consider opportunity to change the layout of the building. If the building became an L shape to Scarborough beach road, there may be further potential to design meaningful and safe landscaping
<p>Principle 4 - Functionality and build quality</p>	<p><u>Principle</u> <i>Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.</i></p> <ul style="list-style-type: none"> • The proposal does not display the correlation between internal 'domestic' scale and external façade. The carpark, building and outdoor area don't really speak to each other • Layout requires further consideration for greater integration

	<ul style="list-style-type: none"> • Pedestrian crossover from the car park to the pedestrian path adjoining the building is required • Parking is functionally very tight with limited landscaping provided. Look at creating more generous walkways and space for car parking bays which are all undersized
Principle 5 - Sustainability	<p><u>Principle</u> <i>Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.</i></p> <ul style="list-style-type: none"> • Awning added but this does not shade all windows, and will not shade full length of window • Cross ventilation needs to be reconsidered • Ensure north west facing high window will get the required shading during summer from the recess proposed. Provide section drawings illustrating sun ingress throughout the year • Black roof is working against environmental sustainability
Principle 6 - Amenity	<p><u>Principle</u> <i>Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.</i></p> <ul style="list-style-type: none"> • Outdoor play area landscaping plan required to strengthen the proposal. Outdoor play area should be a significant focus of improvement. The size of the outdoor play area is a strength of the proposal however no detail has currently been provided which is required a requirement at Planning Approval stage
Principle 7 - Legibility	<p><u>Principle</u> <i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i></p> <ul style="list-style-type: none"> • Further consideration to be given to driveway, building entry, pathway width and way finding as there is a potential conflict with all located at the same point; • Need to consider the path access into the site to ensure it is coordinated. A greater focus is required to improve pedestrian and pram access and safety
Principle 8 - Safety	<p><u>Principle</u> <i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i></p>
	<ul style="list-style-type: none"> • Refer comments in Legibility, Context and character section above
Principle 9 - Community	<p><u>Principle</u> <i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i></p> <ul style="list-style-type: none"> • Refer comments in Context & Character section above
Principle 10 - Aesthetics	<p><u>Principle</u> <i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i></p> <ul style="list-style-type: none"> • Refer comments in Context & Character section above
Other comments provided by the DRP	
<ul style="list-style-type: none"> • Many previous comments still not addressed • A more objective approach is required opposed to a compliance driven approach 	
Other general comments provided by the City	
<ul style="list-style-type: none"> • How does this fit within the context? Further refinement is needed to reduce the commercial scale required. Further consideration needed for how the domestic scale translates from internal to external • More detailed landscaping plan is required for the outdoor play area to address City's requirements – use the tree selection tool • More consideration is needed between vehicle and building entry point; continuous canopy; 	

- Front wall improvements required to provide more activation to Scarborough Beach Road. Consider additional materials
- Overall layout should be improved to create better connections between outdoor play, internal spaces and car park area
- Pedestrian connection from the car park to the entrance needs improvement

Design review comments from 4 March 2020	
Design quality evaluation	
	<i>Supported</i>
	<i>Pending further attention</i>
	<i>Not supported</i>
Design Principles	
Principle 1 - Context and character	<p><u>Principle</u> <i>Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.</i></p> <ul style="list-style-type: none"> • A surrounding built form contextual analysis has been provided and the built form architectural language has improved
Principle 2 - Landscape quality	<p><u>Principle</u> <i>Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.</i></p> <ul style="list-style-type: none"> • Deep soil areas in the Outdoor Play Area do not comply with the City of Vincent's Built Form Policy for Deep Soil (1m wide dimension and 6m² area). This could easily be adjusted to comply and in doing so may achieve deep soil zone requirements for the site. See points below. • Large areas of synthetic turf and floor finishes in the Outdoor Play Area increases sun absorption that makes for a heat compromised play space for children, and negatively impacts soil health. Consider replacing with a mix with grass, increased garden bed, and porous resin gravel for a cooler ground surface that will also aid deep soil zone calculations via healthy water penetration. <i>(moved this comment up for context)</i> • Given the project is seeking a significant rear setback variation the Imbros Lane interface can be improved with soft landscaping to soften this interface. Consider narrow vertical species and vines. • Incorporate front verge area as part of landscaping plan with similar species used in outdoor play area. Consider the use of rocks and/or wooden features in this landscaping area to provide a sense of safety and separation from vehicles as it is a busy road • Ensure sight lines at the Scarborough Beach Road crossover are not compromised by large vegetation. • 'KN' Kennedia nigricans can dominate landscape areas – consider a similar but less aggressive WA species • Integrate landscaping with pathway at the arrival area • Bin store landscaping shrubs will have trouble surviving – consider a creeper species
Principle 3 - Built form and scale	<p><u>Principle</u> <i>Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.</i></p> <ul style="list-style-type: none"> • The shift of the entry to Scarborough Beach Road is good from a streetscape activation perspective • The addition of the canopy is supported however consider a solid canopy for winter weather protection and to facilitate a continuous awning network along Scarborough Beach Road in the section that has open slats only.

	<ul style="list-style-type: none"> The site planning appears to be over-developed on the ground plane. This has not changed from the first version presented to the DRP and has been identified in previous Minutes. The car parking functionality is very tight caused by reducing car bay lengths on both sides of the carpark, using cars overhanging the footpath as well as landscaping strip and placing the shared use brick paved pedestrian pathway within the carpark vehicle circulation aisle. Consider reducing the width of the building / outdoor play area or a mezzanine level to reduce the over-development on the ground plane, increase the level of functionality and safety in the carpark and provide a landscaping strip along the side boundary greater than 0.5m which is largely ineffectual.
<p>Principle 4 - Functionality and build quality</p>	<p><u>Principle</u> <i>Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.</i></p> <ul style="list-style-type: none"> Car park shared use pedestrian walkway is a good idea however placing this in the vehicle circulation aisle with reduced length carbays on both sides is not ideal. Look at a material which has less of a car park appearance to visually differentiate it from the vehicle zone. The shared Mechanical Services and Bin Store enclosure does not appear to show sufficient mechanical plant and bins for the size of the building. Consider relocating the AC plant in a screened or hidden area of the roof.
<p>Principle 5 - Sustainability</p>	<p><u>Principle</u> <i>Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.</i></p> <ul style="list-style-type: none"> The summer and winter sun angles shown on drawing S03 do not appear to account for the orientation of the building. These sun angles would be correct if Elevation 04 for the building were oriented towards due north - the proposed elevation is oriented approximately 45 degrees west of north. Recommend you review your winter and summer sun angles to ensure they are shown correctly. The inclusion of a 1000L slimline rainwater tank appears tokenistic for the scale and size of the proposed development. For example, the Australian average for non-residential water use is around 150L per person per day. If approximately half of this is used for irrigation purposes in this context, a 1000L tank would be empty after only 14 days. This would be an insufficient volume of water over the summer period, and would have negligible impact on reducing potable water consumption as part of a drip feed irrigation system. If a rainwater catchment system is being proposed, please ensure it is designed and sized so that it will have a meaningful impact on reducing potable water consumption. There is opportunity with rain tanks and ecological garden design for educational play experiences for children. Design of a bigger tank within the outdoor play area that children could engage with is a positive design solution. It is noted that the proposed design still incorporates a dark coloured roof with a high solar absorbance, despite adverse comments already made by the previous two design review panels. A dark coloured roof will significantly increase the cooling load of the building over summer, and can lead to increased incidence of heat stress for building occupants. It will also significantly increase the operational costs for HVAC systems in the building. Consider a lighter but still contrasting colour, with a solar absorbance between 0.5 and 0.6. There is significant roof area for the inclusion of renewable energy systems such as solar PV as part of the proposed development. This can help to significantly reduce operational energy costs if included. Note a dark coloured roof will significantly reduce the efficiency of solar PV panels due to overheating. Unfortunately the ESD report has not been provided as part of this review, but would suggest the following (if not already included/recommended): <ul style="list-style-type: none"> ceiling fans to group areas operable windows to increase opportunities for natural and cross ventilation avoid awning windows as these provide minimal cross ventilation high level glazing could be operable to assist with stack ventilation Recommend adopting a performance-based approach to demonstrating energy efficiency compliance with the NCC (particularly if pursuing a dark coloured roof as part

	<p>of the proposed design, which currently would not meet the deemed to satisfy requirements of NCC Section J).</p> <ul style="list-style-type: none"> Also consider seeking Greenstar Certification.
Principle 6 – Amenity	<p><u>Principle</u> <i>Good design behavior internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.</i></p> <ul style="list-style-type: none"> Nil
Principle 7 – Legibility	<p><u>Principle</u> <i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i></p> <ul style="list-style-type: none"> Nil
Principle 8 – Safety	<p><u>Principle</u> <i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i></p> <ul style="list-style-type: none"> Refer to comments in Functionality and build quality Principle
Principle 9 - Community	<p><u>Principle</u> <i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i></p> <ul style="list-style-type: none"> Nil
Principle 10 - Aesthetics	<p><u>Principle</u> <i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i></p> <ul style="list-style-type: none"> Nil
<i>Other comments provided by the DRP</i>	
<ul style="list-style-type: none"> Many items from the previous minutes have not been addressed. In particular the basic site planning and over-development of the ground plane is not allowing a level of functionality and safety in the carpark as well as reducing meaningful soft landscaping (including deep soil zones) in this area. 	
<i>Other general comments provided by the City</i>	
<ul style="list-style-type: none"> Nil 	

Conclusion

- As a result of the unchanged site planning a number of the concerns raised by the DRP in the previous meeting have not been resolved and are not able to be supported.
- The car park design functionality and safety of pedestrian movements remains a concern.
- The landscaping areas and tree selection requires further review.
- The interface to Imbros Lane has improved with the new fencing, could be improved with some further softening to the wall of the building perhaps with the use of landscaping.
- The interface with Scarborough Beach Road has improved to provide greater activation and passive surveillance.

4. Close/Next Meeting

The Chairperson closed the meeting at 5.30pm

The next meeting is scheduled to be held on Wednesday 18 March 2020

Statistics for Development Applications As at the end of March 2020

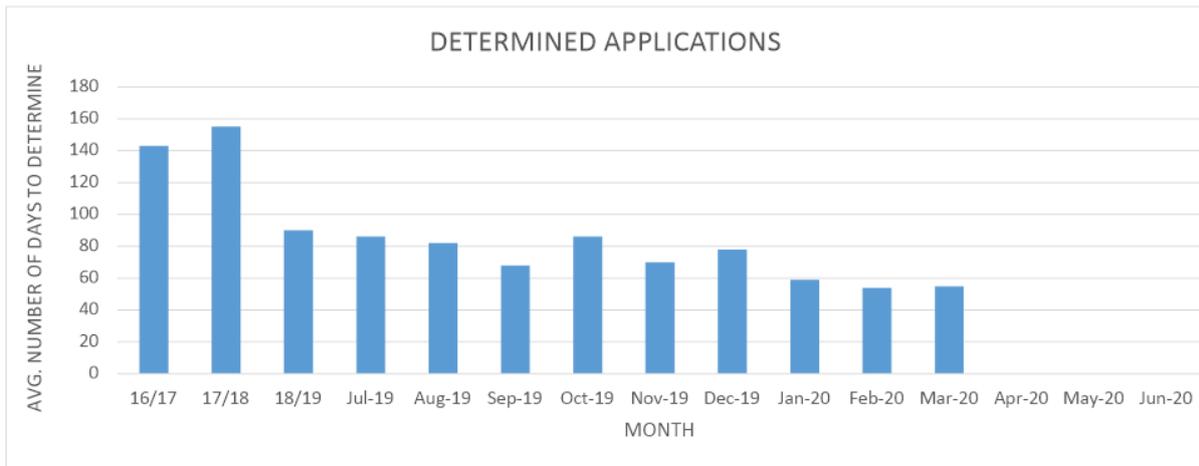


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2019.

Processing Days	16/17	17/18	18/19	Jul-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Minimum	7	1	0	14	0	1	0	2	8	0	0	1			
Average	143	155	84.72	86	82	69	79	70	78	59	54	55			
Maximum	924	1008	787	321	230	236	251	449	188	269	149	266			

	Jul-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
DA's Determined	46	36	28	40	50	29	23	40	39			
Value of Determined DA's (in millions)	12.13	44.51	13.6	20.8	11.5	16.1	2.1	13.3	11.74			

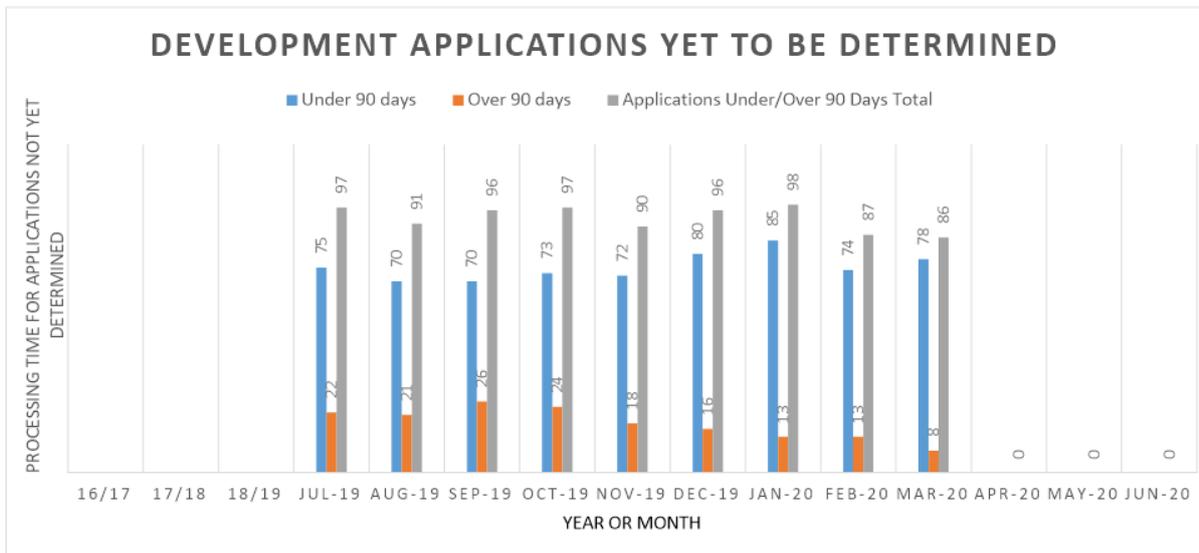


Table 2: No. of DA's to be determined.

	Jul-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
DA's lodged	36	32	38	42	47	38	29	28	35			
DA's to be Determined	97	91	96	97	90	96	98	87	86			
Value of DA's to be Determined (in millions)	89.93	52.8	53.6	59.5	57	68	67.7	57.4	44.1			

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 23 MARCH 2020**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 120-122 Richmond Street, Leederville (CC 49 of 2018)	15 January 2017	Dorn	<p>Review in relation to a Building Order to remove unauthorised buildings and structures associated with single house and subsequent review of delegated decision to refuse development application.</p> <p>*****</p> <p>The subject of this review is a Building Order issued by the City for the removal of unauthorised buildings and structures primarily comprised of outbuildings covering an aggregate area of approximately 540m² across both Nos. 120 and 122 Richmond St. The application for review of the Building Order and refusal of Development Application will be presented to a full hearing on 17 September 2019. Hearing vacated to go to a further mediation to allow applicant to provide more detailed and accurate plans, and to discuss building/planning issues. Applicant to provide plans by 1 November 2019 for review and mediation scheduled for 19 November 2019 on-site and then at the City of Vincent offices to determine how the matter will progress. Mediation rescheduled to 17 February 2020 to allow applicant additional time to prepare plans. Following mediation the applicant is preparing further plans, with these to be submitted to the City ahead of a further mediation scheduled for 2 April 2020.</p> <p>*****</p> <p><i>Representation by: Kott Gunning Lawyers (Building Order)/Allerding and Associates (Development Application)</i></p>
2.	No. 48 and 48A Egina Street, Mount Hawthorn (DR 168 of 2019) (DR 169 of 2019)	21 August 2019	Urbanista Town Planning/Lavan Legal	<p>Application for review of Council decision to refuse the application for a Single House on 20 August 2019. 13 January 2020 SAT upheld Council's decision to refuse application.</p> <p>*****</p> <p>Applicant subsequently submitted review of SAT decision pursuant to section 244 of the <i>Planning and Development Act 2005</i> on 11 February 2020. The City has submitted a response. A decision will be made within 30 days.</p> <p>*****</p> <p><i>Representation by: McLeods</i></p>
3.	No. 3 Bulwer Avenue, Perth (DR 202 of 2019)	2 September 2019	Justin Mortley	<p>Application for review of decision to give a direction under Section 214 of the <i>Planning and Development Act 2005</i> (Reinstatement of Façade).</p> <p>*****</p> <p>Directions hearing held on 25 October 2019, matter listed for single Mediation only on 22 November 2019. SAT advised that a new development application would need to be lodged and determined for the appeal to be valid. The City is currently seeking legal advice to confirm if this is correct. The applicant is simultaneously liaising with the City to confirm how the written direction can be satisfied. The matter is scheduled for another Directions Hearing on 28 February 2020. Following this Directions Hearing, the matter has been listed for a further mediation on 31 March 2020.</p> <p><i>Representation by: McLeods</i></p>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 23 MARCH 2020

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
4.	Nos. 149-153 Alma Road, North Perth (DR 265 of 2019)	15 December 2019	Taylor Burrell Barnett	Application for review of Administration decision to refuse application for Eight Grouped Dwellings on 19 December 2019. ***** 10 January 2020 Directions hearing vacated. Mediation held on 13 February 2020. Following Mediation applicant submitted amended plans. City invited to reconsider its decision on or by 7 April 2020. ***** <i>Representation by: Administration</i>
5.	No. 31 Redfern Street, North Perth (DR 2 of 2020)	13 January 2020	Alexander Harris	Application for review of decision to give a direction under Section 214 of the <i>Planning and Development Act 2005</i> (removal of scaffolding). ***** Directions hearing held on 24 January 2020. The applicant agreed to comply with the Direction following mediation with the Tribunal. Application withdrawn. Completed. ***** <i>Representation by: McLeods Solicitors</i>
6.	No. 29-47 Lindsay Street, Perth (DR 4 of 2020)	3 February 2020	Urbis	Application for review of JDAP decision to refuse application for Restaurant/Café, Small Bar and Car Park on 6 December 2019. ***** Directions hearing held on 14 February 2020 and mediation held on 25 February 2020. The matter has been listed for a further Mediation to be held on 31 March 2020. Following this the JDAP has invited to reconsider its decision on or by 27 May 2020. ***** <i>Representation by: JDAP</i>

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 23 MARCH 2020**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	Nos. 77-81 Scarborough Beach Road, Mount Hawthorn	Dynamic Planning and Developments	Form 1 – Child Care Premises	2 October 2019	Not yet scheduled	Application deferred for 90 days at meeting 3 February 2020. Carried unanimously. Minutes available here . Responsible Authority Report due 14 April 2020.
2.	Nos. 194-200 Carr Place, Leederville	Hillam Architects	Form 1 – 52 Multiple Dwellings	25 October 2019	13 March 2020	Application approved at JDAP meeting on 13 March 2020. Carried unanimously. Minutes available here .
3.	Nos. 318-334 Charles Street, North Perth	Urbis	Form 1 – Commercial Development	3 December 2019	Not yet scheduled	Responsible Authority Report due 27 March 2020.
4.	No. 212 Carr Place, Leederville	Urbanista	Form 2 – Amendment to Mixed Use Development	17 December 2019	13 March 2020	Application approved at JDAP meeting on 13 March 2020. Carried unanimously. Minutes available here .
5.	Nos. 636-640 Newcastle Street, Leederville	Megara	Form 2 – Amendment to Mixed Use Development	20 December 2019	20 March 2020.	Application approved at JDAP meeting on 20 March 2020. Carried unanimously. Minutes available here .

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DRP
AS AT 23 MARCH 2020**

NO.	ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
1.	Nos. 77-83 (Lots 456 and 17) Scarborough Beach Road, Mount Hawthorn	Dynamic Planning and Developments/Colaust Pty Ltd	Single storey child care premises with associated car parking and outdoor play area	04/03/20	For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 30 October 2019. DA Lodged 5.2019.359.1.
2.	Nos. 17-39 Robinson Avenue, Perth (development on Lot 59 which fronts on to Monger Street)	GRP Hotels/Michael Dryka Architects	Alterations and Additions to Hotel	18/03/20	The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy No. 7.1.1 (LPP 7.1.1). No DA Lodged.



INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – March 2020
DIRECTORATE:	Chief Executive Officer

DETAILS:

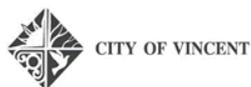
Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:	
CEO:	Office of the CEO
EDC&BS:	Executive Director Community & Business Services
EDI&E:	Executive Director Infrastructure & Environment
EDS&D:	Executive Director Strategy & Development

No outstanding Petitions as at 24 March 2020



INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – March 2020
DIRECTORATE:	Chief Executive Officer

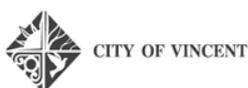
DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDC&BS: Executive Director Community & Business Services
EDI&E: Executive Director Infrastructure & Environment
EDS&P: Executive Director Strategy & Development

Details	Action Officer	Comment
12 November 2019 – Submitted by Cr Fotakis		
Review of Local Government Property Local Law	CEO	The review currently being undertaken by Administration will incorporate the requests of Cr Fotakis.
20 August 2019 – Submitted by Cr Loden		
Asbestos Awareness	EDSP	Notice of Motion requests noted and will be considered as part of the development of the Public Health Plan. The City participated in Asbestos Awareness Week in November 2019.



CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	Register of Reports to be Actioned – Progress Report – March 2020
DIRECTORATE:	Chief Executive Officer

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

Key Index:

CEO: Office of the CEO
 EDC&BS: Executive Director Community & Business Services
 EDS&D: Executive Director Strategy & Development
 EDI&E: Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting – 17 March 2020				
9.4	City of Vincent Submission on Commercial Building Approval Reforms - Consultation Regulatory Impact Statement	EDSD	Submission sent to the Department of Mines, Industry Regulation and Safety on 23 March 2020.	Completed
9.5	Amendment No. 5 to Local Planning Scheme No. 2 - Outcomes of Advertising	EDSD	Administration will forward Council's resolution and required documentation to the Western Australian Planning Commission.	Forward to WAPC by 6 April 2020.
9.6	Community Sporting and Recreation Facilities Fund Small Grants Application - Leederville Tennis Club	EDSD	Administration will forward the submission to the Department of Local Government, Sport and Cultural Industries for consideration.	Forwarded to DLGSC by 1 April 2020
11.5	Major Public Artwork Commission Artist and Design Selection	EDCBS	Council opted to not proceed with the project in its current form. Tenderers have been notified.	Completed
11.6	Draft City Property Management Framework and new Property Management Policy	CEO EDCBS	The draft City Property Management Framework will be advertised for consultation and results presented to Council. All current lessees will be advised of the consultation period.	OCM 16 June 2020
12.1	Consideration of Submissions on Proposal to lease Beatty Park Café	CEO	Proposed lessee has been notified of Council's decision and closure of Beatty Park Leisure Centre on 23 March 2020. Lease commencement is on hold pending re-opening of Beatty Park Leisure Centre.	Late 2020
12.2	Minutes and motions from Annual General Meeting of Electors held on 28 January 2020	CEO	Administration to investigate the development of an Underground Power Policy. Administration will assess the current speed requirements and traffic conditions in Colvin Lane and determine if any additional treatments are required.	TBC
12.4	Advertising of Development of City Owned and Managed Land Policy	CEO	Public Notice of policy will be provided in March / April. Submissions will be presented to Council following close of public notice.	30 June 2020

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12.6	Reimbursing the external members of the City's Audit Committee	CEO	Administration to present a report to Council prior to inviting expressions of interest for new external Audit Committee members in September 2021.	No later than July 2021
12.7	Lease of 4 View Street, North Perth – Pride WA Inc.	CEO	Administration drafting lease and liaising with Pride WA Inc.	31 May 2020
12.8	Amendments to City's Risk Management Policy and Approval of Risk Appetite and Tolerance Statements	CEO	Public notice of policy will be provided in March / April. Submissions will be presented to Council following close of Public Notice.	30 June 2020
12.9	Recording Public Question Time and Deputations – Amendments to City's Policy 4.2.4 – 'Council Meetings – Recording and Web Streaming'	CEO	Public Notice of policy will be provided in March / April. Submissions will be presented to Council following close of Public Notice.	30 June 2020
12.10	Elected Members Continuing Professional Development Policy	CEO	Public notice of policy will be provided in March / April. Submissions will be presented to Council following close of Public Notice.	30 June 2020
12.11	Local Government Statutory Compliance Audit Return 2019	CEO	Compliance Audit Return has been signed by Mayor and CEO and submitted to the Department of Local Government.	Completed
12.14	Lease of community building at Woodville Reserve, 10 Farmer Street, North Perth – Ethnic Community Council of WA Inc.	CEO EDCBS	Administration to liaise with community groups (ECC, TTV and Whadjuk) and report to Council within 90 days.	OCM 19 May 2020
12.15	Lease of 245 Vincent Street, Leederville to Town Team Movement	CEO	Administration drafting lease. Town Team Movement commencing development application process.	30 June 2020
Council Meeting – 11 February 2020				
9.4	Amendment to the Municipal Heritage Inventory - No. 165 (Strata Lot: 1) Palmerston Street, Perth	EDSD	The amendment will be uploaded to the Heritage database and a notification will be sent to the owner/occupier.	Completed
9.5	Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention Areas and Heritage Areas to include Guidelines for The Boulevard, Kalgoorlie Street and Buxton Street	EDSD	The draft amendment will be advertised and a report will be presented to Council on the results of advertising.	The revised draft Policy will be presented to Council for consideration in 2019/20 financial year.
11.7	Vincent Men's Shed License for Storage Containers - 10 Farmer Street, Woodville Reserve	EDCBS	Storage licence to be prepared by the City's solicitors for review and signing by the Vincent Men's Shed and City.	30 April 2020
12.1	Permit with Main Roads WA - Eco-zone landscaping of Lot 210 on Deposited Plan 32190, corner of Vincent Street & Leederville Parade, Leederville	CEO	Permit is being finalised by Main Roads, for signing by the City.	31 March 2020
12.2	Acquisition of Private Rights of Way - Lots 350 - 357 on Plan 2503, bounded by Scarborough Beach Road, Green, Fairfield and Matlock Streets, Mount Hawthorn as Crown Land, and vesting in the City as Public Rights of Way	CEO	Preparing public and utility provider notification documents, with public notice to be provided from mid-March 2020. Request to be made to Minister for Lands by May 2020.	Minister for Lands estimated to make a decision by December 2020.
12.4	Lease of 246 Vincent Street, Leederville – amendment to incentive payment	CEO	State Solicitors Office preparing the Deed of Variation and Extension of Lease on behalf of the Minister for Works.	31 March 2020
17.1	Amendment to Licence – 152 Joel Terrace, East Perth	CEO	Licence being finalised for signing. Minister for Lands amending the management order.	30 April 2020.

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Special Council Meeting – 28 January 2020				
5.1	Haynes Street Reserve Development Plan – No. 15 Haynes Street, Nos. 25 and 31 Sydney Street, North Perth	EDSD	Endorsed Development Plan has been submitted to the Attorney General for approval prior to advertising. If approved the plan will be advertised in accordance with Council's resolution.	Consultation on the Development Plan will be undertaken and a report will be presented to Council on the results of the consultation during the 2019/20 financial
Council Meeting – 10 December 2019				
10.1	Response to Petition Requesting the Relocation of Parking on Turner Street, Highgate Adjacent Jack Marks Reserve	EDIE	Report being presented to OMC 17 March 2020	Completed
10.2	Making the Parking and Parking Facilities Amendment Local Law 2019	EDIE	There was an oversight at the Department of Local Government so this has been placed on hold pending Administration receiving their comments by 10 February 2020.	April 2020
10.3	City Homelessness Framework Committee Action Plan Update	EDIE	Administration will provide a further update report within the next six months.	Update due June/July 2020.
12.5	Acquisition of the right of way known as Lot 305, bounded by Charles, Walcott and Hilda Streets, North Perth as Crown land, and vesting in the City as a public right of way	CEO	Public notice of the proposed acquisition has been provided and closed on 21 February 2020. Request to be made to Minister for Lands in March 2020.	Minister for Lands estimated to make a decision by October 2020.
Council Meeting – 12 November 2019				
10.1	Use of Weld Square to Deliver Free Meal Service to People Who Are Experiencing Homelessness	EDIE	Administration will provide a further update report within the next six months.	Report due back to Council June/July 2020.
17.1	Management of the Loftus Community Centre	EDCBS	Loftus Community Centre Inc. advised it will be ending the lease of the Loftus Community Centre on 31 March 2020 with the City to assume management from 1 April 2020. The proposed program fees and charges were adopted at the Special Council Meeting on 28 January 2020.	April 2020.
Council Meeting – 15 October 2019				
9.1	No. 51 (Lot: 192; D/P: 56091) Albert Street, North Perth – Proposed Alterations and Additions to the Club Premises and Change of Use from Club Premises to Club Premises and Child Care Premises and Licence for Use of Car Park at No. 160 Albert Street, North Perth	CEO	Car parking licence has been drafted and sent to applicant for review. Waiting on start date of childcare centre to be determined, as that will be commencement date of licence.	Waiting on applicant.
12.2	Dedication of lots 889 and 890 as road – Corner Fitzgerald and Bulwer Streets, Perth and write-off of outstanding rates debt	CEO	Request made to Minister for Lands in March 2020.	Minister for Lands estimated to make a decision by October 2020.
12.3	Grant of section 91 licence to the City of Vincent – Summers Street Carpark and access road	CEO	Final terms of licence under negotiation. The City has engaged a consultant to provide the data required by the Department of Biodiversity, Conservation and Attractions (DBCA).	Consultant's report expected by March 2020. Proposal to be re-submitted to DBCA in April 2020. Licence expected to be finalised by May 2020.

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Council Meeting – 17 September 2019				
12.1	Consideration of Submissions on Acquisition of Luce Lane, North Perth	CEO	Acquisition request lodged with the Minister for Lands in October 2019.	Minister for Lands estimated to make a decision by June 2020.
Council Meeting – 23 July 2019				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	EDSD	The trial will be implemented and the draft Policy will be advertised and presented back to Council for determination.	The revised draft Policy will be presented to Council for consideration in 2019/20 financial year.
9.9	Outcomes of Advertising Amendment 1 to Local Planning Policy No. 7.1.1 - Built Form; effect of Design WA; and Initiation of Amendment 2 to Local Planning Policy No. 7.1.1 - Built Form	EDSD	The draft Policy was advertised from 16 October to the 22 November 2019. All submissions will be reviewed, Administration will make any necessary changes based on the submissions and present the submissions and draft policy back to Council for determination.	The revised draft Policy will be presented to Council for consideration in 2019/20 financial year.
Council Meeting – 25 June 2019				
10.1	Waste Strategy Project 2 - Bulk Hard Waste (Junk) Service Options Appraisal	EDIE	Implementing Council's decision with further reports to be prepared once further investigation undertaken.	Council Workshop May 2020 to provide update on progress (including Community Engagement Panel findings and proposed community consultation)
10.3	North Perth Precinct Traffic Study	EDIE	Public consultation to be undertaken on proposed traffic calming measures, with a further report to Council.	Council report scheduled May 2020.
11.6	City Homelessness Framework Committee – Draft Action Plan	EDCBS	Trial of the accreditation process for service providers has been delayed and is expected to commence on 1 October in order to coincide with the commencement of the trial in the City of Perth.	Progress report due April/May 2020.
Council Meeting – 28 May 2019				
9.3	Review of Policy No. 3.8.12 – Mobile Food Vendor	EDS&D	Administration will arrange advertising before presenting submissions and final amendment to Council for determination.	Public consultation on the draft Policy will be undertaken and a report will be presented to Council on the results of the consultation during the 2019/20 financial year.
11.3	Land exchange and reclassification of land (amendment no. 4 to Local Planning Scheme No. 2) - portion of lot 75 Brentham Street (Brentham Street Reserve) for portion of lot 100 (no. 20) and Lot 37 (no. 26) Brentham Street (Aranmore Catholic Primary School) - consideration of submissions and conditional contract of sale	CEO	The subdivision conditions were satisfied in February 2020. The scheme amendment was approved in February 2020. The building on lot 37 (music house) was demolished in early February 2020. The transfer of land is scheduled to occur in late March 2020, and the fences will be realigned within two weeks of the transfer. Lot 37 will be eco-zone landscaped following the transfer.	30 June 2020
Council Meeting – 30 April 2019				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	CEO	Acquisition and dedication awaiting Landgate processes.	Waiting on Landgate.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting – 2 April 2019				
11.4	Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008	CEO	Administration is drafting new local laws based on the Department of Local Government's recommendations.	Proposed amendments to Local Government Property Local Law to go to March Workshop. Trading in Public Places Local Law to be redrafted and provided to Council at its April Workshop.
Council Meeting – 5 March 2019				
10.1	Business Case for the Adoption of a Three Bin Food Organic/Garden Organics System	EDIE	Discussion undertaken as part of the Budget process at the 25 February 2020 Council Workshop. Further report being prepared in relation to further information in regards to implementation of FOGO financial modelling.	Further report April/May 2020.
Council Meeting – 4 April 2018				
11.1	Lease of Leederville Oval by East Perth Football Club Inc. & Subiaco Football Club Inc. - Request for waiver and write-off of fees and variation of leases	CEO	Clubs working with City's Community & Business Services Directorate to resolve some leasing issues. Ongoing issues with payments of outgoings by EPFC. Outstanding arrears from 2018.	Management Committee meeting scheduled for March 2020.
Council Meeting – 27 June 2017				
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	EDSD	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration is preparing advice to the Minister for Planning and the Attorney General on WALGA's revised preferred model for Third Party Appeal Rights. This is scheduled to be sent in 2020.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	CEO	City is discussing tenure options and the feasibility of the community garden on this site with the Norwood Neighbourhood Association. An update will be provided to Council following the site meeting in March 2020.	30 June 2020.
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	EDI&E	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy.	Update scheduled provided in December 2020.
Council Meeting – 7 March 2017				
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	EDSD	The Health Local Law is being reviewed. Presentation to Council made at Council Workshop held on 20 November 2018. Further presentation to Council Workshop on 25 February 2020. Anticipated completion June 2020.	June 2020.
Council Meeting – 18 October 2016				
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	EDIE	The trial has been extended indefinitely at the recommendation of Main Roads, in consultation with the Cities of Vincent and Stirling. It is anticipated that a review will be conducted in 2020.	Scheduled to be presented to Council in April 2020.

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Council Meeting – 27 October 2015				
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sub-lease to Vincent Men's Shed (Inc.) (SC351/SC2087)	CEO	To be addressed through the Draft City Property Management Framework proposed to go to OCM 16 June 2020.	30 April 2020
Council Meeting – 18 November 2014				
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	EDSD / EDIE	<p>The option of having parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan. The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy.</p> <p>The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys.</p> <p>The replacement of the CALE ticket machines throughout the City is complete.</p> <p>Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22 August 2017.</p>	The draft Integrated Transport Plan will be presented to Council for consideration in the 2019/21 financial year where the option of parking benefit districts will be considered and resolved.
Council Meeting – 7 October 2014				
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	CEO	Pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan, the City's Property Management Framework and the Woodville Reserve Master Plan.	30 June 2020
Council Meeting – 23 September 2014				
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	CEO	Pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan and the City's Property Management Framework.	30 June 2020
Council Meeting – 27 May 2014				
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	CEO	Further discussions ongoing as part of broader discussions with Football Clubs.	Management Committee meeting scheduled for March 2020.

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
(WITHOUT DISCUSSION)**

Nil

15 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

16 URGENT BUSINESS

Nil

**17 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE
CLOSED**

Nil

18 CLOSURE