



CITY OF VINCENT

AGENDA

Ordinary Council Meeting 18 May 2021

Time: 6.00pm
**Location: E-Meeting and at the Administration
and Civic Centre,
244 Vincent Street, Leederville**

**David MacLennan
Chief Executive Officer**

DISCLAIMER

No responsibility whatsoever is implied or accepted by the City of Vincent (City) for any act, omission, statement or intimation occurring during Council Briefings or Council Meetings. The City disclaims any liability for any loss however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council Briefings or Council Meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Briefing or Council Meeting does so at their own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning or development application or application for a licence, any statement or intimation of approval made by an Elected Member or Employee of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. The City advises that anyone who has any application lodged with the City must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Council in respect of the application.

Copyright

Any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that Copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.

PROCEDURE FOR PUBLIC QUESTION TIME

The City's Council Briefings, Ordinary Council Meetings, Special Council Meetings and COVID-19 Relief and Recovery Committee Meetings are held in the Council Chamber located upstairs in the City of Vincent Administration and Civic Centre. Physical distancing measures are in place. Meetings are also held electronically (as eMeetings), and live streamed so you can continue to watch our meetings and briefings online at <https://www.vincent.wa.gov.au/council-meetings/livestream>

Questions or statements made at an Ordinary Council Meeting can relate to any matters that affect the City.

Questions or statements made at a Council Briefing, Special Meeting of the Council or a Committee Meeting can only relate to the items on the agenda or the purpose for which the meeting has been called.

Public Questions will be strictly limited to three (3) minutes per person.

The following conditions apply to public questions and statements:

1. Questions and statements can be made in person or by emailing governance@vincent.wa.gov.au with the questions prior to 3pm on the day of a Council Briefing or Meeting or prior to 10am on the day of a Committee Meeting. Please include your full name and suburb in your email.
2. Questions emailed will be read out by the CEO or his delegate during public question time if they relate to an item on the agenda. If they do not relate to an item on the agenda they will be answered outside of the meeting. Statements will not be read out.
3. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
4. 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.
5. 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.
6. 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

- All Council proceedings are recorded and livestreamed in accordance with the Council Proceedings – Recording and Web Streaming Policy.
- All recordings are retained as part of the City's records in accordance with the State Records Act 2000.
- All livestreams can be accessed at <https://www.vincent.wa.gov.au/council-meetings/livestream>
- All live stream recordings can be accessed on demand at <https://www.vincent.wa.gov.au/council-meetings>
- 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.

Order Of Business

1	Declaration of Opening / Acknowledgement of Country	6
2	Apologies / Members on Leave of Absence	6
3	(A) Public Question Time and Receiving of Public Statements	6
	(B) Response to Previous Public Questions Taken On Notice.....	6
4	Applications for Leave of Absence	9
5	The Receiving of Petitions, Deputations and Presentations	9
6	Confirmation of Minutes	9
7	Announcements by the Presiding Member (Without Discussion)	10
8	Declarations of Interest	10
9	Strategy & Development	11
9.1	No. 1/278 (Lot: W108; D/P: 223022) Beaufort Street, Perth - Unauthorised Change of Use to Restricted Premises	11
9.2	Draft Pickle District Place Plan	48
9.3	Accessible City Strategy - Outcomes of Advertising.....	73
10	Infrastructure & Environment	223
10.1	Public Consultation Results - Mini-Roundabout Pilot Project	223
10.2	Advertising of new/amended policy - Memorials in Public Places and Reserves (2.1.5)	265
10.3	Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites	276
10.4	E-Permits Implementation Progress Report	281
11	Community & Business Services	283
11.1	Authorisation of Expenditure for the Period 1 March 2021 to 31 March 2021	283
11.2	Investment Report as at 31 March 2021	305
11.3	Financial Statements as at 31 March 2021	314
11.4	Differential Rating Strategy 2021/22	380
11.5	May Budget Review 2021/22 [ABSOLUTE MAJORITY DECISION REQUIRED].....	389
12	Chief Executive Officer	406
12.1	Quarterly Update of 26 Strategic Projects Outlined in Corporate Business Plan 2020/21 - 2023/24	406
12.2	New Lease to the Western Australian Volleyball Association Inc.- portion of 413 Bulwer Street, West Perth.....	411
12.3	Results of Consultation - Proposal for a Commercial Kiosk at Hyde Park	431
12.4	Report and Minutes of the Audit Committee Meeting held on 4 May 2021	486
12.5	Information Bulletin	559
12.6	Request from the Public Transport Authority - Transfer and Dedication of portion of Summers Street, East Perth	605
13	Motions of Which Previous Notice Has Been Given.....	616
13.1	Notice of Motion - Cr Jonathan Hallett - Local Planning Scheme No. 2 Amendment regarding Tobacco Outlets.....	616
14	Questions by Members of Which Due Notice Has Been Given (Without Discussion)	622
	Nil	

15	Representation on Committees and Public Bodies	622
16	Urgent Business	622
	Nil	
17	Confidential Items/Matters For Which The Meeting May Be Closed	622
	Nil	
18	Closure	622

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****3.1 Gary Simmons of Perth – Item 9.1**

In respect to the proposed removal of the heritage "Player huts" located on the northern section of the existing lawn tennis courts (which DPLH has approved subject to compliant photographic and written evidence) can Council please consider and direct its planners to amend the draft plan to retain these amenities so that they are congruent to the use of the adjacent proposed landscape area and proposed community garden. In my opinion this will provide for a shaded retreat for community members to relax and enjoy the sense of place that is being created and at the same time preserve the heritage aspect of these outbuildings. By all means still have them photographed and documented for precautionary reasons.

The possibility of utilising the huts for shade and relaxation will be included as a focus area in the community consultation process, to gather community feedback on this type of amenity. If there is strong support for this, the City will then investigate the feasibility of re-installing the huts in this way and if able to proceed, will amend the Development Plan accordingly.

3.2 Mary Collura-Oldham of Perth – Item 10.2

1. What strategies are in place to encourage activation of other parks within the City of Vincent and to also encourage/promote use of these parks for festivals and/or other community events?

The City assesses venue requests on a case by case basis, and will consider if the venue is suitable. For example, if there was a proposal for a large music festival (multi stages, drinking etc.), we would recommend moving the event to somewhere like Loton Park, Birdwood Square or Leederville Oval. For smaller community events and weddings etc., we wouldn't deter them from holding their event at Hyde Park as it has a stage and power for events.

All of the City's reserves, parks and facilities are promoted through website 'Space to Co'. We also offer free hire of our town squares (Leederville Village Square, North Perth Common and Mary Street Piazza) to encourage use of these spaces for events.

2. What strategies are in place to improve public transport to and from the park especially when there are festivals or events in place?

Event and festival organisers (ie larger scale events) are asked to promote public transport and other sustainable transport options, such as cycling.

3. What strategies and responsibilities are placed on organisers of such events to provide a parking strategy for volunteers and attendees and to also monitor and police potential congestion and parking issues.

Event organisers are asked in their applications to highlight other available parking spaces – for example, the Hyde Park Fair promotes and uses the Italian Club Parking. We also ask the organisers to notify local residents of these plans.

If the event involves large numbers of volunteers the City will work with organisers to arrange a suitable parking location nearby.

Rangers then monitor large scale events to ensure people are parking legally, and will respond to residents' requests if someone is parking in a driveway or no-standing zones.

4. Most importantly, will the council commit to ensuring that the increasing and competing demands for parking in this area will be managed with sensitivity to the needs of residents. We should not be forgotten.
An associated issue that has not really been given much discussion and consideration is the fact that Glendower Street – is both a busy thorough fare and parking lot and these two aspects often create a chaotic, unsafe and unpleasant ambience for all concerned.

The City will manage parking in accordance with the Accessible City Strategy.

3.3 Suzanne Burke – Emmerson St, North Perth – Item 13.1

The recent decision to use and retain woodchips has been made despite residents providing historical evidence of woodchips blocking drains during significant rain events and subsequently causing flooding to homes on Emmerson St on more than one occasion.

Can you please provide more details on who has made this decision? Is it the CEO? The Mayor? Was it voted on by councillors? If there was a vote, what exactly was voted on, and who cast their vote and which way.

I believe we are entitled to know who has provided support and who hasn't. In the interests of full transparency this information must be provided."

The decision was made by the CEO.

In addition, the letter from the CEO states that the woodchips do not increase the flood risk to our properties. How can the CEO come to this conclusion when the evidence clearly contradicts this?

The City does not agree with calculation of risk put forward by Ms. Burke in relation to the use of wood mulch and the risk of property flooding. This has been communicated consistently through a series of communications.

It is my understanding that the Hydraulic Report in 2017 prepared by external consultants showed water coming across the park from all directions. However, I have not been able to verify this, because despite requesting a copy of this report on multiple occasions I am still waiting to receive it. Is there a reason why COV administration cannot release a copy of this report which is a public document? If not, can you please provide it as requested? If this does indeed show water coming from the Charles/Vincent corner of the park, which it has been proven that woodchips float across on, will the CEO reverse this decision?

All documents requested have been provided. As above, the City does not agree with calculation of risk put forward by Ms. Burke.

3.4 Vern Gardam of Mt Lawley – Item 9.2

The Briefing notes to Councillors summarised my comments at the Briefing session as: "*Mentioned that there are errors in the report and attachment.*"

This is incorrect. I have viewed the tape and I said there are errors in the report and there is a missing Attachment which was identified. It is an appendix Attached to the Consultant's report. This attachment is referred to in the Consultant's report - page 16 para 3. The Appendix was not attached to the Consultant's report that went to the Briefing session. It does not form part of the Consultant's report that council has before it this evening.

At the Briefing session I requested information about the Community Consultation panel. In particular (i) the how many panellists,
(ii) how were they selected,
(iii) how many attended the meeting with the consultant (iv) what feedback did the Community panel provide the Consultant (v) what, if any, feedback did administration provide to the panel. And if feedback was provided when was it provided?

The appendices are the last two pages of the Consultant's Report (tables detailing administration and community response to IAP2 Spectrum of Public Participation).

The Report has been updated to confirm the date of each workshop, how community members were selected, who and how many turned up and what was discussed.

3.5 Ben McLaughlin of Perth – Item 9.1

Would the council consider allocating a set number of parking bays for staff?

Parking will be a key focus of community consultation to understand the parking requirements in the area.

3.6 Dudley Maier of Highgate

1. What council workshops have been held since 23 March 2021 and what items were presented at each workshop?

There has been one Workshop since 23 March 2021, which was on 13 April 2021 and the following items were discussed:

- *Underground Power*
 - *Phase 2 COVID-19 Art Relief Grant Funding – Medium Scale Town Centre Artworks*
 - *Woodville Reserve Landscape Plan*
 - *Review of Local Planning Scheme No 2 (Norfolk Precinct)*
 - *Review of the Graffiti Removal Service in City Owned Rights of Way*
 - *Advocacy Agenda – Q1 2021 Update*
 - *CEO KPIs 2020 – 2021: 7 Strategic Projects Monthly Update*
 - *Smoke Free Town Centres Project*
 - *Amendments to the Local Government Property Local Law – Smoke Free Areas*
 - *Leederville Gardens Inc – Request for remittance of funds due to overpayment*
 - *Operating Expenses - Labour*
2. Prior to September 2019, monthly financial statements and expenditure were included in the agendas for the following month. When the council had two meetings a month the expenditure figures were included in the first meeting of the following month, and the financials were included in the second. The Director has said that the extra month is required to make adjustments and prepare reports. Why was it possible to provide the reports in a more timely manner before September 2019, but not since? Given that the staff said that the proposed meeting cycle would increase transparency around financial statements, thus tying transparency to timeliness, do you agree that the city is less transparent than it was prior to September 2019? Why isn't expenditure available immediately after the end of the month?

Regulation 34 of the Local Government (Financial) Regulations requires the financial statements to be presented to the OCM within 2 months of the end of the month. This month's report is compliant with that requirement.

This reporting cycle provides sufficient time for the City to review the financial statements, process end of month journals, and prepare commentary for Council.

Other adjoining business processes, staffing and service levels have been developed to fit with this cycle.

The reporting cycle provides adequate time for managerial review. Transparency is enhanced when the City provides accurate reports with appropriate explanatory commentary.

Timeliness is not an issue given we are working within statutory timelines. There are no plans to change the reporting cycle.

3. What was the cost of traffic management at the recent plant sale?
The total cost of the Traffic Management at the plant sale was \$1665.50 ex GST.
4. Were council members made aware that \$45,000 for the demolition of the Beatty Park Pavilion was included in the 2018/19 Operating Budget before they approved that budget?
Council was aware of this operating initiative when approving the budget.
5. Why does the press release about the film project, published on 1 April, say that the project is in its fourth year when in reality the project has been going since 2005?
The press release was referring to the fourth year of the project being run by Revelation Film Festival. The City of Vincent Film Project was previously managed by a company called FTI which no longer exists.
6. How many members of the public, apart from the presenters/facilitators, participated in the Mighty Raw Covid Arts project, and when were the commentaries for the two live AFL games provided?
One workshop has taken place with 12 participants, apart from the presenters/facilitators. The commentary events have not yet taken place. The City agreed with the artists that this project was best delivered during the AFL season and the artists are currently planning the events, with dates to be confirmed but delivered this financial year.
7. How many of the '16 public artworks in six months', as listed in the press release of 6 July 2020, were actually delivered in the six months?
Six of the total 16 funded projects were delivered within the six months. The press release of July 2020 reflected the information at that time. As the City of Vincent finalised the projects with artists, more flexibility was created for artists to deliver this financial year.
8. How many times has the community engagement panel met since its inception? Given that membership of advisory groups and committees is made public, why isn't membership of the engagement panel made public? Who is on the panel? The answer to a previous question about the waste strategy project indicated that 43 members were invited and that 20 registered. Why weren't the number that actually participated provided? How many actually participated?
The community panel have met four times since inception. They were due to meet a fifth time but this was cancelled during COVID-19 lockdown in 2020.

The community panel is not a formal Advisory Group appointed by Council. From an invitation and EOI process, the panel is randomly selected against a set of demographic indicators to ensure a representative spread of our community. The selection is made by an independent company and the names and contact details of panel members are not made available to Elected Members or the public, as is commonly the case with establishing a community panel. We have also not sought permission from panel members to make their details public.

20 people registered and out of these 13 attended the workshop.

4 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Alex Castle requested a leave of absence from 13 – 18 July 2021 for personal reasons

Cr Jonathan Hallett requested a leave of absence from 19 – 23 May 2021 for business reasons

5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

6 CONFIRMATION OF MINUTES

Ordinary Meeting - 27 April 2021

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









- 8.1 Cr Sally Smith declared an impartiality interest in item XXXXReport and Minutes of the Audit Committee Meeting held on 2 March 2021. The extent of her interest is that her husband is a member of the Audit Committee.
- 8.2 Cr Ashley Wallace declared a financial interest in item 11.1 Authorisation of Expenditure 1 March 2021 to 31 March 2021. The extent of his interest is that A payment was made to GHD a "Beatty Park leisure pool assessment." He is employed by GHD, who were engaged by the Project Consultant (Ninnes Fong) to scan and core drill the indoor pool shell to ensure its integrity, which resulted in that payment. He is not seeking approval to participate in the debate or to remain in Chambers or to vote on the matter.
- 8.3 Cr Joshua Topelberg declared a proximity interest in item 10.1 Public Consultation Results – Mini-roundabout pilot project. The extent of his interest is that his primary residence is located within the proposed trial area. He is not seeking approval to participate in the debate or to remain in Chambers or to vote on the matter.

9 STRATEGY & DEVELOPMENT

9.1 NO. 1/278 (LOT: W108; D/P: 223022) BEAUFORT STREET, PERTH - UNAUTHORISED CHANGE OF USE TO RESTRICTED PREMISES

Ward: South

Attachments:

1. Consultation and Location Plan [↓](#) 
2. Development Plan [↓](#) 
3. Outline of Activities [↓](#) 
4. Summary of Submissions - Administration's Response [↓](#) 
5. Summary of Submissions - Applicant Response [↓](#) 
6. Parking Management Plan [↓](#) 
7. Determination Advice Notes [↓](#) 
8. Beaufort Street Land Use Context Plan [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme:

1. **APPROVES** part of the application for unauthorised Change of Use to Restricted Premises and Signage at No. 1/278 Beaufort Street, Perth (Lot: W108; D/P: 223022), in accordance with the plans provided in Attachment 2, subject to the following conditions and advice notes included in Attachment 7:
 - 1.1 This approval is for Change of Use to Restricted Premises and Signage as shown on the approved plans dated 23 March 2021. No other development forms part of this approval;
 - 1.2 This approval is for Restricted Premises as defined in the City of Vincent Local Planning Scheme No.2. Use of the subject land for a different use may require further development approval in accordance with the provisions of the City's Local Planning Scheme No. 2 and the *Planning and Development (Local Planning Schemes) Regulations 2015*;
 - 1.3 A minimum of three on-site parking bays shall be provided for use of the premises;
 - 1.4 A minimum of two short-term bicycle bays shall be provided within the verge adjoining the development. The bicycle bays shall be designed in accordance with AS2890.3 and installed within 28 days from the date of this determination to the satisfaction of the City;
 - 1.5 The proposed Restricted Premises shall be limited to the following hours of operation:
 - Monday to Sunday – 10:00am to 7:00pm;
 - 1.6 Doors and windows and adjacent floor areas fronting Beaufort Street shall maintain an active and interactive relationship with this street. Ground floor glazing and/or tinting shall be a minimum of 70 percent visually permeable to provide unobscured visibility. Darkened, obscured, mirrored or tinted glass or other similar materials as considered by the City is prohibited;
 - 1.7 Within 28 days from the date of this determination, all signage the subject of this approval is to be installed in accordance with Elevation 01 on the approved plans dated 23 March 2021. Thereafter the signage shall be:
 - 1.7.1 Kept in strict accordance with the City's Policy No. 7.5.2 – Signs and Advertising, unless further development approval is obtained;

1.7.2 Kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site; and

1.7.3 Be wholly contained within the subject lot; and

2. **REFUSES** part of the application for unauthorised roller shutters at No. 1/278 Beaufort Street, Perth (Lot: W108; D/P: 223022), in accordance with the plans provided in Attachment 2, for the following reasons:

2.1 The development does not satisfy the objectives of the Commercial zone under Clause 16 of the City's Local Planning Scheme No. 2, as the roller shutters are incompatible with the design of facades within the streetscape. This is as a result of the roller shutters providing for reduced activation to the street frontage;

2.2 The development does not satisfy the Local Housing Objectives of Clause 1.13 Façade Design of the City's Policy No. 7.1.1 – Built Form Policy as:

2.2.1 The appearance of the roller shutters as a security measure adversely impacts on and does not reflect the character of the local area;

2.2.2 The roller shutters reduce activation provided to the street frontage, which reduces visibility of the internal use from the street; and

2.2.3 As a result of the roller shutters, the use does not provide for a visual connection with the adjoining public spaces and does not adhere to the performance criteria of the Western Australian Planning Commissions, Designing Out Crime Planning Guidelines; and

2.3 As a consequence of the adverse appearance of the roller shutter addition and subsequent reduced street surveillance outlined in Refusal Reasons 1 and 2, the roller shutter additions:

2.3.1 Are not compatible nor complimentary to the area in which it is located (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and

2.3.2 Would detract from the amenity and character of the locality, and would set an undesirable precedence (Clause 67(2)(n)(ii) and (iii) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and

2.4 Within 28 days from the date of this determination, the roller shutters must be removed from the façade and the affected areas of the façade made good, to the satisfaction of the City.

PURPOSE OF REPORT:

To consider an application for development approval for an unauthorised change of use to Restricted Premises at No. 1/278 Beaufort Street, Perth (subject site).

PROPOSAL:

The application seeks approval for a change of use to Restricted Premises along with works associated with the premises including the installation of roller shutters and signage.

Details of the application include:

- The tenancy operating as 'Up in Smoke' selling shisha related accessories including:
 - Hookahs (a pipe used for smoking flavoured tobacco) and accessories including additional mouthpieces, glass bases and flavoured charcoal. The applicant has advised that the premises does not sell tobacco or nicotine products;

- Vapes and other accessories including spare batteries and coils;
- E-Juice (nicotine-free flavoured vaping liquids); and
- Scales and other accessories;
- The tenancy operating between 10:00am and 7:00pm Monday to Sunday;
- Signage to the window and awning; and
- Roller shutter additions to each of the external windows and door fronting Beaufort Street. The roller shutters are open during business hours and closed outside of these.

The applicant has advised that persons under 18 years of age are not permitted within the premises. There is no legislation restricting those persons under the age of 18 from entering a premises that sells shisha related accessories.

The restriction that would apply is that it is illegal to sell tobacco products or smoking implements to persons under 18 as set out in the *Tobacco Products Control Act 2006*.

Tobacco is not being sold from the premises.

The development plans are included as **Attachment 2** and a cover letter outlining the activities of the use is included as **Attachment 3**.

This development application was lodged on 10 February 2021 and sought approval for a proposed change of use and signage. Following the lodgement of this application the use of the premises commenced and the signage was installed. The roller shutters were also installed at this time. The application has since been amended to seek approval for the roller shutters in addition to the use and signage components.

BACKGROUND:

Landowner:	Georgina MacDougall
Applicant:	Kareem Hassan
Date of Application:	10 February 2021
Zoning:	MRS: Urban LPS2: Zone: Commercial R Code: No R Code
Built Form Area:	Activity Corridor
Existing Land Use:	Shop
Proposed Use Class:	Restricted Premises
Lot Area:	761m ²
Right of Way (ROW):	No
Heritage List:	No

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. The subject site abuts Beaufort Street to the west which is an Other Regional Road under the Metropolitan Region Scheme. A location plan is included in **Attachment 1**.

The subject site was previously known as No. 276-282 Beaufort Street. A development application was previously supported by Council at its meeting on 26 March 2013, and approved by the Western Australian Planning Commission (WAPC) on 30 April 2013. The application was required to be determined by the WAPC is it related to public works being undertaken by the (then) Department of Housing. This approval related to the demolition of a heritage-listed building and construction of shops and a night shelter, and 13 car parking bays.

The subject site consists of three tenancies:

- The subject tenancy is Unit 1 which abuts Beaufort Street to the west and the vehicle access way to the on-site parking area to the south. The subject tenancy was originally approved as a shop and was previously vacant until being occupied by the current use;
- Unit 2 is located next to Unit 1 and abuts a pedestrian access way secured by a gate to the north. This tenancy was originally approved as a shop and is currently operated as an accountancy; and
- The rear building on the subject site accommodates Tom Fischer House (No. 278A Beaufort Street) which is operated by St Vincent De Paul and provides support for those experiencing homelessness. Tom Fischer House accommodates up to 12 people and is open between 5:30pm and 8:30am every night.

The property adjoining the subject site to the north is No. 286-288 Beaufort Street that accommodates the Association for Services to Torture and Trauma Survivors (ASeTTS). ASeTTS provides services to people who have experienced torture or trauma, including support for family and children, youth, counselling and community development. ASeTTS operates from 9:00am to 5:00pm Monday to Friday and is closed on weekends. This site is owned by the City and leased to ASeTTS.

Adjoining the southern and eastern boundaries of the subject site is a five storey mixed use development at No. 250 Beaufort Street. To the west of the subject site across Beaufort Street is a five storey mixed use development at No. 273 Beaufort Street.

Outside of this immediate context the broader area of Beaufort Street consists of a mix of residential and commercial uses. Within 250 metres of the subject (between Parry Street and Bulwer Street), these uses include:

- Restaurants and cafes;
- Offices for varying tenants including lawyers, engineers, financial advisors and accountants;
- Beauty and health uses including dentists, orthodontist, hair dresser, laser clinics;
- Photography and printing studios;
- Shops including furniture and clothing stores;
- Performing arts venue (The Saraswati Mahavidhyala Centre for Performing Arts and Education);
- Lodging houses including Northlodge City Central and Monger House;
- Convenience store selling day-to-day goods, and a supermarket specialising in Asian groceries;
- Tavern (The Brisbane Hotel);
- Fast food outlet (McDonald's); and
- Residential uses including standalone dwellings and apartments in mixed use developments.

A context plan indicating the types and locations of uses for this portion of Beaufort Street between Bulwer Street and Newcastle Street is included as **Attachment 8**.

DETAILS:

Summary Assessment

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

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Car & Bicycle Parking		✓
Facade Design		✓
Signage		✓

Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2 'P' use.	Restricted Premises is an 'A' use.
Car and Bicycle Parking	
Deemed-to-Comply Standard	Proposal
Policy No. 7.7.1 – Non-Residential Development Parking Requirements Car Parking Bays	

5 bays required. Bicycle Spaces 1 long term and 2 short term spaces required.	3 bays provided for use by staff. No on-site bicycle spaces provided.
Façade Design	
Deemed-to-Comply Standard	Proposal
Built Form Policy Clause 1.13 A1.13.1 – Active frontage to be provided to the public realm to ensure activity, interaction and surveillance of the street. A1.13.10 – Security measures shall be transparent and visually permeable to allow views into the building and enable light sources to be seen from the street.	Roller shutters installed on external openings which do not permit an active frontage when closed. Roller shutters are solid and not transparent or visually permeable.
Signage	
Deemed-to-Comply Standard	Proposal
Policy No. 7.5.2 – Signage and Advertising <u>Standards common to all signs</u> Total signage area not to exceed 10 percent of total area of building wall.	Signage occupies 19.3 percent of front façade.

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

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 24 days from 18 March 2021 to 11 April 2021. The consultation period was extended to account for the Easter holiday period, and the method of consultation included a sign on-site, an advertisement in the local newspaper and 349 letters mailed to all owners and occupiers adjoining the site (as shown in **Attachment 1**) in accordance with the City's Policy No. 4.1.5 – Community Consultation.

The City received a total of 16 submissions during the community consultation period, including 15 objections and one expressing concern but not specifically objecting to or supporting the application. A summary of the concerns received in opposition of the application is as follows:

- The use having commenced operating and roller shutters being installed which is detrimental to the amenity of the streetscape;
- The use displays products that promotes smoking and would be visible to surrounding residents, commercial business, and parent and school children passing on their way to parks and schools in the area. This would further diminish the little amenity of an area which needs revitalisation;
- The use would not comply with relevant tobacco legislation and would promote illegal activity;
- There is limited parking proposed on site for staff and the street parking is already congested;
- The use will attract anti-social behaviour which will impact on the residents of the surrounding apartments; and
- The use is contrary to the objectives of LPS2 and State policy.

A summary of submissions and Administration's response is included in **Attachment 4**. The applicant has provided a response to the submissions and this is included in **Attachment 5**.

Administration contacted the Highgate Primary School to notify of the application, despite the school being outside of the consultation radius. No comment was received from Highgate Primary School.

During the consultation of the application it was brought to Administration's attention that roller shutters had been installed on the premises. These were not proposed as part of the application lodged with the City and

were not included as part of the consultation documentation. The applicant subsequently amended the application to include the roller shutters.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 4.1.22 – Prosecution and Enforcement;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.5.2 – Signage and Advertisements;
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements;
- *Tobacco Advertising Prohibition Act 1992*;
- *Tobacco Products Control Act 2006*; and
- Department of Health ‘Shisha and the Law’ Guidelines 2017.

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 would have the right to apply to the State Administrative Tribunal for a review of Council's determination.

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2, Clause 73 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the ability for approval to be granted for a part of the development for which approval is sought.

Unauthorised Development

Schedule 2 of the *Planning and Development Regulations 2009* outlines that the applicable fee for determining a development application where the development has commenced or been carried out is the standard fee plus, by way of penalty, twice that fee. The applicant has paid a total fee of \$885 for the subject application. This amount reflects the fee for a change of use and associated works, and twice that fee by way of penalty.

Schedule 2, Clause 65 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the ability for a development application where the development has already commenced or carried out to be approved, approved with conditions or refused.

Should the application be refused, the use would need to cease and the signage and roller shutters be removed in accordance with Section 214 of the *Planning and Development Act 2005*. Similarly if the application were to be approved, the development would be required to comply with any conditions imposed.

Policy No. 4.1.22 – Prosecution and Enforcement

The City's Policy No. 4.1.22 – Prosecution and Enforcement (Enforcement Policy) provides discretion to allow a use to continue to operate until the development application is determined and establishes that this may be in circumstances where there is reasonable prospect of approval.

Administration was satisfied that the current operation of the premises did not present an immediate danger, hazard, health or safety risk to a person or the property, consistent with the City's Enforcement Policy, and did not require the use to cease or additions be removed while the application was being processed.

Delegation to Determine Applications:

In accordance with the City's Register of Delegations, Authorisations and Appointments, the application is required to be presented to Council as it has received more than five objections during the consultation period.

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:

There are no sustainability implications applicable to this application.

PUBLIC HEALTH IMPLICATIONS:

This is not in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced smoking

The Public Health Plan implications are discussed further in the Comment section.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications applicable to this application.

COMMENTS:

Council is required to use its discretion to determine this application. Relevant to this are the following considerations:

1. Whether the land use can be contemplated in the zone (the Restricted Premises use is permissible within the Commercial zone as it is an 'A' use);
2. The development standards and requirements that apply, such as car parking provision and signage; and
3. Matters to be given due regard in determining an application. These matters that provide guidance as to how discretion is to be exercised is provided for under Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations).

Tobacco Products Legislation

The *Tobacco Advertising Prohibition Act 1992* includes restrictions on the advertising of smoking, purchase or use of tobacco products.

The use of shisha and smoking implements is legal within Western Australia and is regulated by the Department of Health through the *Tobacco Products Control Act 2006*. The Department of Health also has a guideline titled 'Shisha and the Law' that outlines the specific requirements relating to the sale and use of shisha and smoking implements.

The premises sells accessories related to the smoking of shisha, including pipes (hookahs), charcoal, vapes, and E-Juice. The premises does not sell tobacco or nicotine products, or provide for tobacco or nicotine products to be consumed on site.

The *Tobacco Products Control Act 2006* requires a retailer's licence to be issued by the Department of Health if tobacco products are to be sold or supplied. The applicant has advised that tobacco is not sold or supplied from the premises. The premises sells smoking implements as well as flavoured charcoal and vaping liquids and would not require a tobacco seller's licence to be obtained as a result. This has been confirmed by the Department of Health.

During the consultation period, the City received complaints relating to the use of the premises having commenced, and it selling tobacco and smoking implements in contravention of the *Tobacco Products Control Act 2006*.

Administration referred the matter to the Tobacco Control Branch of the Department of Health. In investigating the matter, the Tobacco Control Branch advised:

- A tobacco seller's licence is required for the retail sale of tobacco products. If a premises has a tobacco seller's licence it is against the law to display smoking implements such as hookahs and pipes;
- It had inspected the subject premises, and confirmed that it does not hold a tobacco seller's licence. As the premises does not currently hold a tobacco seller's licence there are no restrictions regarding the display of smoking implements;
- Flavoured charcoal is not a tobacco product and E-Juice is not within the scope of the *Tobacco Products Control Act 2006*; and
- Outside of the relevant tobacco legislation, the Department of Health does not have a position on the appropriateness of premises selling smoking implements.

Should the premises seek to sell or advertise tobacco products in the future, it would be required to comply with this applicable legislation irrespective of any planning approval granted.

As smoking and the use of smoking implements is a legal activity and regulated under separate State legislation, the associated health impacts are not a material planning consideration. However the use and its compatibility with the surrounding locality and extent of impact on amenity are a valid considerations, and are discussed in further detail below.

Land Use

The premises falls within the definition of the Restricted Premises which is defined as (emphasis added):

'Restricted premises means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of –

- publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth); or*
- materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or*
- smoking-related implements.'***

The subject site is zoned Commercial under LPS 2 and Restricted Premises is an 'A' use. An 'A' use means that the land use can be approved, but at the discretion of the local government after community consultation has been undertaken.

The City received submissions during the consultation period relating to the land use, including its consistency with the objectives of LPS2, impacts on the amenity of the locality, and broader health and anti-social behaviour impacts.

Administration has assessed the acceptability of the land use against relevant considerations set out in the planning framework. This is detailed below.

LPS2 Commercial Zone Objectives

Council is to have regard to the objectives of the Commercial zone in determining the appropriateness of the land use, which are as follows:

- *To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City;*

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

The following is relevant to the assessment of the proposal against these objectives:

- The premises is operating as a retail tenancy that offers products on display for sale. This would contribute towards economic development, a predominant day time retail offering and commercial activity along Beaufort Street. The retail nature of the business is consistent with surrounding commercial activities and include shops, offices, consultants, restaurants and cafes. These commercial activities provide goods or service for sale, are open to the general public, and provide day time and night time trade; consistent with the nature of the proposed land use;
- Aside from the roller shutters, no modifications are proposed to the building. This would ensure that it maintains compatibility with the streetscape through its overall built form. This includes its building height and scale and the provision of an active street frontage that are consistent with the Built Form Policy. The roller shutters would obscure this active frontage during the hours when the business is closed, and are not supported for the reasons outlined further in this report. The development does not impact on the energy efficiency or water conservation principles. Waste will be collected by an external waste service provider, in line with the City ceasing commercial waste collection by 1 July 2021; and
- The potential impact on the amenity of adjoining owners and residential properties is discussed below.

Impact on Amenity – LPS2 Commercial Zone Objectives and Clauses 67(2)(m) & (n) of the Planning Regulations

One of the objectives of the Commercial zone under LPS2 is to ensure development is not detrimental to the amenity of adjoining owners or residential properties. Clauses (m) and (n) of the matters to be considered by local government in the consideration of an application under the Planning Regulations relates to the compatibility of the development with its setting (Clause 67(2)(m)) and the amenity of the locality, including its character and social impacts of the development (Clause 67(2)(n)(ii) and (iii)).

The Planning Regulations defines amenity as *'means all those factors which combine to form the character of an area and include the present and likely future amenity'*.

The character and existing amenity of Beaufort Street is reflective of its location in an inner city setting that serves as an activity corridor, providing for a mix of primarily commercial land uses and consisting of predominantly low to medium rise development. The area is located between and within close proximity to the Northbridge entertainment district and the Mount Lawley town centre. The area contains a wide range of commercial, retail, entertainment and residential land uses in close proximity to one another and with varying extents of intensity and activity.

In respect to future amenity, this extent of Beaufort Street is zoned Commercial under LPS2 that is intended to provide for a mix of compatible commercial uses, with residential uses also contemplated. This area is also identified as Activity Corridor built form area in the City's Built Form Policy with a five-storey height limit permitted. The objective of the Activity Corridor is to improve the built form connection and design between the City's town centres, and is envisaged to undergo intensification in line with this. The City's Local Planning Strategy identifies this stretch of Beaufort Street as intending to provide a conduit between Mount Lawley and Northbridge, with commercial activities to be focused along this corridor. The future amenity of the locality would be reflective of an area envisaged for greater intensity of commercial activities having regard to these planning instruments.

In considering whether or not the development is likely to be detrimental to the amenity of adjoining businesses or residential properties in the locality, Council must consider the practical impacts of the proposal. The following comments are relevant in considering the amenity impact of the use in this context:

- A Restricted Premises is a permissible use within the Commercial zone, by virtue of not being an 'X' (not permitted) land use. In this respect a premises of this nature that is permitted to sell smoking-related implements as per its definition under LPS2 can be contemplated under the planning framework.

LPS2 does not set out any specific locational requirements for a Restricted Premises, and where these should be situated in proximity to other commercial activities or residential dwellings;

- The premises is selling smoking implements, however does not sell tobacco. Although there is a public health impact from smoking, smoking itself is not an illegal activity. The nature of the use is not associated with an illegal activity. A comparison is made to the consumption of alcohol from licenced premises. A Liquor Store is a 'P' permitted use within the Commercial zone. The provision of alcohol is not an illegal activity, however the consumption of alcohol results in an impact on public health. Similarly, the Brisbane Hotel, located at No. 292 Beaufort Street approximately 60 metres from the subject premises, is a Tavern which provides for the service and consumption of alcohol on site. The consumption of alcohol from within a licenced premises is not illegal despite its public health impact. As with relevant liquor legislation, there are restrictions on the selling of smoking implements to those under the age of 18, which is administered through the *Tobacco Products Control Act 2006*. The applicant has advised that those under the age of 18 are not permitted to enter the store;
- The use operates by displaying products for retail sale in a commercial setting. This is not dissimilar to the function of a shop;
- A Cloud 9 premises that sells smoking implements is located at No. 527 Beaufort Street, Highgate, approximately 850 metres from the subject site. Prior to LPS2 coming into effect in May 2018, Restricted Premises was not a land use under the City's previous Town Planning Scheme No. 1 (TPS1), nor was there a separate land use which related to the sale of smoking implements. This means that these premises at the time would have fallen within the Shop land use. The Shop land use under TPS1 is defined as '*means any building wherein goods are exposed or offered for sale by retail*'. Cloud 9 was operating prior to the gazettal of LPS2 and would have fallen within the Shop land use under TPS1. No. 527 Beaufort Street was zoned Commercial under TPS1 and a Shop was a 'P' permitted use. The store's products related to smoking are displayed and visible from the public realm;
- Approximately 60 metres from the subject tenancy at No. 2/250 Beaufort Street, there is an existing convenience store that sells a range of everyday products. This business also sells cigarettes and other tobacco products, as well as smoking implements. The premises has been operating since prior to LPS2 coming into effect. Under TPS1 the premises would have fallen under the Shop land use. No. 250 Beaufort Street was zoned Commercial under TPS1 and a Shop was a 'P' permitted use. Smoking related products sold by this business are not displayed and visible from the public realm;
- Neither LPS2 nor the Built Form Policy include development standards which require premises of this nature to be discrete or to limit the display of smoking-related implements. Conversely the provisions of the Built Form Policy require an active street frontage to be provided and maintained. Smoking implements and advertising signage are visible from the public realm for the subject premises, and are not discrete from view of the passing public. This is due to the tenancy providing for an active and open relationship with the street which is consistent with the design intent of the Built Form Policy during operating hours. This means that smoking implements for sale are on display and visible from outside of the premises. Advertising signage on the awning and windows promote the business name which is 'Up in Smoke'. The extent of signage is acceptable as discussed further in this Report, though it contributes to the exposure of the business;
- In having regard for existing uses in the immediate and surrounding context of the premises, there could be a perceived impact of the Restricted Premises on the amenity of the locality. The premises is located on the same site as Tom Fischer House (located at the rear of the subject site) and adjacent to ASeTTS. Both of these uses provide services for vulnerable and at-risk members of the community. The subject premises is approximately 75 metres from Birdwood Square which is public open space, and approximately 315 metres from Highgate Primary School. There could be a perceived impact on existing users of the surrounding area which includes community services, a primary school and public open space. This is as a result of the visibility of the products given the active frontage and operating hours of the premises are predominantly during the day between 10:00am and 7:00pm. The applicant has advised that those under 18 years of age are not permitted in the premises. These services are currently operating in close proximity to a licenced venue being the Brisbane Hotel, which facilitates the service and consumption of alcohol on site. The operation of the Brisbane Hotel in close proximity to vulnerable and at-risk community groups would have some inherent impact and reduced amenity. Further to this and as noted above the premises is 60 metres from a convenience store selling tobacco products, and 850 metres from a similar premises in Cloud 9. In this regard the operation of a Restricted Premises in this context is unlikely to result in further reduced amenity for that currently experienced by being on close proximity existing premises which serve alcohol and sell tobacco and smoking implements in proximity to services for vulnerable community members and the Highgate Primary School;
- In having regard for these at-risk and vulnerable groups supported By Tom Fischer House and ASeTTS more immediately within the vicinity of the premises:

- The operating hours of the premises is between 10:00am and 7:00pm. These operating hours are similar to the operating hours of other businesses located along Beaufort Street, and would not have an adverse impact on surrounding residential properties, including those in the mixed use developments at No. 250 and No. 273 Beaufort Street. In particular Tom Fisher House operates between 5:30pm and 8:30am every day of the year, while ASeTTS operates between 9:00am and 5pm Monday to Friday. This results in an overlap of operating times with the Restricted Premises. During these hours there would be exposure of and availability to purchase products on offer to passers-by; and
- Administration is unaware of any evidence to support or substantiate the claim that clientele to the premises would be responsible for anti-social behaviour. Anti-social behaviour perpetrated by any person would be a matter for the Police to investigate and take appropriate action.

Matters to be considered by Local Government

Clause 67(2) of the Planning Regulations contains matters to be considered as part of the application. In exercising its discretion Council is to have due regard to these matters. Clauses 67(2)(m) & (n) have been detailed above. The other relevant matters are set out below.

1. Clause 67(2)(a) – Aims of LPS2

LPS2 contains broader aims applicable to the entire Scheme area, separate to more specific objectives of the Commercial zone that have been previously detailed.

The use is consistent with the aim to facilitate and encourage businesses which cater for a diversity of interests and lifestyles. Shisha refers to the smoking of tobacco or other product through a water pipe known as a 'Hookah', and is a common past time amongst family and friends in Middle Eastern, African and Indian cultures. The use of shisha is becoming increasingly popular within Australia. This is potentially due to the diverse cultural backgrounds as well as the prominence of shisha bars and restaurants located within Australia and overseas.

The use is inconsistent with the aim to protect and enhance the health and welfare of inhabitants and the social environment. Although the use is not illegal and tobacco is not being sold from the site, smoking implements are being offered for sale and there is a public health impact related to smoking. Smoking has been proven to lead to a range of cancers, as well as other health impacts relating to the cardiovascular system and ongoing issues associated with addiction. There is also a perceived social impact on the health and wellbeing of those members of the community accessing the support and services provided for by Tom Fischer House and ASeTTS, as well as those utilising the nearby public open space at Birdwood Square and school children who may pass the premises. Notwithstanding this the use is permissible under the provisions of LPS2.

2. Clause 67(b) – Orderly and Proper and Planning

Orderly and proper planning requires the consideration of whether an application is consistent with the objectives of the Scheme and relevant planning policies. The Development Assessment Panel Practice Notes: Making Good Planning Decisions 2017 provides the following clarification on the basis of which orderly and proper planning decisions can be made:

'...considerations are irrelevant unless they manifest in a physical impact on amenity. If a use is permitted under the scheme, and is not illegal in a general sense, then there are no grounds to refuse it on that basis alone. That said, a development application can be refused provided the decision is made on proper planning grounds.... it should [not] turn its back on considerations of urban amenity and aesthetics'

As detailed in this report, the suitability of the use has been assessed having regard to the relevant scheme objectives, the City's local planning framework, and the impact of the premises on the local amenity, consistent with the principles of orderly and proper planning.

3. Clauses 67(2)(c) & (f) - State Policies

There are no State Planning Policies approved by the WAPC which relate to a premises of this nature.

State Public Health Policy

As referenced in the submissions received through consultation, there are broader state policies which would be relevant to the premises. These include:

- The Sustainable Health Review 2019 (SHR) – The purpose of the SHR is to provide direction for the WA health system. The SHR identifies collaborating and investing in prevention to maximise good public health outcomes, including through tobacco control;
- The Western Australian Health Promotion Strategic Framework 2017-2021 (HPSF) – The purpose of the HPSF is to set out a strategic plan for reducing the prevalence of chronic disease and injury. The HPSF identifies strategic measures related to the 'make smoking history' campaign. These measures include the development and implementation of healthy policies, legislation and regulation, economic and targeted interventions, development of supportive environments, and public awareness and engagement; and
- The State Public Health Plan 2019-2024 (SPHP) – The purpose of the SPHP is to support local governments in the preparation of their own public health plans to ensure consistency with the objectives and priorities of the State. The SPHP identifies making smoking history as a policy priority. The SPHP identifies measures to include which includes lowering smoking rates, eliminating exposure to second-hand smoke, reducing smoking in groups with higher smoking rates, improve regulation of contents, product disclosure and supply, and monitoring emerging products and trends.

These documents include broader objectives and aims in relation to smoking, but do not identify opportunities for this to be controlled or influenced by the current planning framework.

While the premises does sell smoking implements, the activity is not illegal and there are other controls in place through tobacco legislation to control how this is sold and used. Smoking-related products being visible from shopfronts is also not regulated and is not prohibited where a tobacco retailer's licence is not required.

City's Public Health Plan

The State public health framework has fed into the preparation of the City's Public Health Plan 2020-2025. This identifies reduced smoking in the community as one of the long term health outcomes.

Amongst other initiatives, the Public Health Plan seeks to deliver smoke-free town centres by 2025. The Public Health Plan also seeks to support the implementation of smoke-free environments including festivals, events, activities and/or clubs, and to advocate for reduced exposure to tobacco advertising, marketing, promotion and sponsorship.

There is evidence that a greater tobacco outlet density within a community can result in an increased uptake of smoking, reduce the number of smokers who wish to quit, increase exposure to young people, and contribute towards the normalisation of tobacco use. The subject premises does not sell tobacco, and Administration is not aware of any evidence which indicates that premises selling smoking implements results in a similar public health impact.

The City's Public Health Plan itself is not a specific relevant consideration under the planning framework. The initiatives of the Public Health Plan do not extend to private property or contemplate strategies to restrict premises selling smoking implements.

4. Clause 67(2)(fa) - Local Planning Strategy

The City's Local Planning Strategy was approved by the WAPC in December 2017 and identifies the subject site as being located outside of the Beaufort Street town centre. Beaufort Street is identified as providing a conduit between Mount Lawley and Northbridge, with commercial activities to be focused along this corridor.

The commercial nature of the use is consistent with this intent of the Local Planning Strategy by providing for commercial activity along this corridor.

5. Clause 67(2)(s) – Adequacy of Parking

The premises utilises existing vehicle access and there is parking available on site. The adequacy of car parking available on site is acceptable and discussed in greater detail below.

6. Clause 67(2)(x) – Impact on the Community

As detailed above, the use would have limited impact on the immediate area, aside from perceptions related to the nature of the use. The premises does not sell tobacco, and the selling of smoking-related implements is not illegal. While smoking has been demonstrated to have a broader health impact on the community, this is not reflected in the local planning framework as it does not restrict premises located on private property that involve the retail sale of smoking-related implements.

LPS2 specifically defines such a land use which sells smoking implements and sets out that it is permissible in the subject Commercial zone. By doing so it could be argued that the broader impacts of this use have been contemplated and deemed acceptable through the preparation of LPS2. The impact on the community needs to be considered in the context that the land use is specifically contemplated and is a permissible use, and weighted in Council's decision accordingly.

There are existing uses in the area that sell tobacco and products related to tobacco smoking, and venues that serve alcohol that already exist in the area and that would reasonably have an impact on the community. In this regard, the associated impacts on the community inherent with the Restricted Premises land use is not deemed to have a broader social impact than that which currently exists in the locality as a result of these other premises.

7. Clause 67(2)(y) – Submissions Received

16 submissions were received in response to community consultation. This included 15 objections and one submission which expressed concerns.

A summary of the submissions received is included as **Attachment 4**, where Administration has provided a response to the issues raised.

The issues raised in the submissions have been considered as part of Administration's assessment of this application. Receiving objections to the proposal alone is not a valid reason for the application to be refused.

Acceptability of Land Use

The Restricted Premises land use is provided for and contemplated in the Commercial zone as per the planning framework. The premises also satisfies the matters to be given due regard in considering an application under the Planning Regulations.

Accounting for the immediate surrounding context of the subject site and broader context of Beaufort Street, the nature and operation of the use would not further diminish the existing amenity.

Administration notes the perception of approving a use of this nature would be in contrast with the efforts of the State and the City to reduce public health impacts from smoking. The consideration of this application against relevant matters demonstrates that these public health initiatives do not translate to a planning system that restricts or prohibits businesses from offering smoking implements by retail sale. Given the legality of the use of smoking implements associated with shisha, and the lack of any detailed guidance in respect to uses of this nature under the local planning framework, the application is recommended for approval, subject to conditions.

Should Council be of the view that the land use is not appropriate at the subject site and in having due regard for the matters to be considered under the Planning Regulations, it would be open to Council to refuse this application.

In refusing the application, the use would be required to cease and roller shutters and signage be removed from the tenancy, with enforcement by Administration to be undertaken in accordance with the City's Enforcement Policy. The applicant would also have the ability to seek a review of Council's decision through the State Administrative Tribunal.

Car and Bicycle Parking

Car Parking

The parking requirements for the development for three premises on the site approved by the WAPC in 2013 consisted of:

- 16.1 parking bays were required for the entire development, being:

- 10.1 bays for the two shop tenancies (which equates to five bays for each tenancy); and
- 6 bays for the staff of the night shelter; and
- 13 bays were approved on-site. This was a shortfall of 3.1 bays. A cash in lieu contribution was paid for 1.45 bays for the entire development.

The WAPC approval did not specify the number of bays to be provided for each premises, and the strata plan does not allocate parking bays to any of the tenancies.

The subject site is configured to provide three parking bays located at the rear of each of the two premises fronting Beaufort Street (which includes the subject Restricted Premises tenancy), and seven parking bays (one of which is an accessible bay) located in front of the building located to the rear.

In accordance with the City's current Policy No. 7.7.1 – Non-Residential Development Parking (Parking Policy), a Restricted Premises requires the provision of 4.9 parking bays (rounded to five). The applicant's cover letter outlines that there are three bays located at the rear of the tenancy, which would be used by staff. This results in a shortfall of two bays.

During the consultation period the City received submissions in relation to the adequacy of parking in the area to accommodate customers.

A Parking Management Plan has been submitted by the applicant as justification for the parking arrangement. This is included **Attachment 6** and is summarised as follows:

- Three on-site bays will be available for staff. Staffing numbers would typically be one staff member to open the premises, and be on-site during the morning and early afternoon periods. From mid-afternoon until close of business there would typically be a second staff member on-site. Customers would utilise existing parking in the area, and are anticipated to spend approximately 20 minutes in the premises at any time;
- Access is available to 237 public parking bays, including 35 on-street bays within 150 metres of the subject site and 202 bays within the Brisbane Street car park which is within 250 metres;
- The subject site is approximately one kilometre from Mclver Station and within 250 metres of bus stops which connect to five different routes along Beaufort Street; and
- Beaufort Street provides for pedestrian paths connecting to local amenities, as well as dedicated bus, taxi and cycle ways.

The 13 on-site parking bays are located behind an access gate. Condition 16 of the WAPC approval required the gate to be appropriately managed to ensure that these bays are readily accessible. This was to ensure that access to on-site bays is managed and readily available for staff and customers of the homeless shelter and the (then) shop tenancies. This condition is not proposed to be modified as part of this application.

The parking provision is suitable for the following reasons:

- The parking standards under the Parking Policy are the same for Restricted Premises and Shop uses. The Restricted Premises does not result in any increased parking requirement or intensity of activity compared to the previous Shop use. These parking arrangements are not being altered or modified as part of this application;
- A review of the on and off-street parking provided in the vicinity of the subject indicates that there is capacity to accommodate customer parking for the premises, detailed as follows:
 - There are 35 two hour ticketed on-street parking bays located along Beaufort Street within approximately 130 metres of the subject site. The City's parking survey data captures Beaufort Street between Newcastle Street and Walcott Street, but does not break this down to smaller stretches along the street. In light of this a review of the aerial mapping was undertaken. This identifies that there are on average 30 bays available at any one time. This average is taken across days which were captured in the mapping, noting times of the photos taken is not available. Details of the parking demand for this area is as follows:
 - Saturday 27 February 2021 – 10 cars parked (25 bays available);
 - Sunday 3 January 2021 – three car parked (32 bays available);
 - Friday 20 November 2020 – 12 car parked (23 bays available);
 - Saturday 10 October 2020 – one car parked (34 bays available);
 - Saturday 30 August 2020 – two cars parked (33 bays available); and
 - Sunday 3 May 2020 – four cars parked (31 bays available);

- There are 49 on-street parking bays along Brisbane Street that are located approximately 55 metres from the subject site. Of these bays, 45 are two hour ticketed parking, two bays are 15 minutes and two bays are 30 minutes. The City has parking data resulting from a survey undertaken on Wednesday 28 November, Friday 30 November and Saturday 1 December 2018 and captured the occupancy of bays for the hours of 9:00am to 11:00am, 1:00pm to 2:00pm, 3:00pm to 5:00pm, and 6:00pm to 8:00pm. The City's parking data identifies that there are on average 17 bays available at any one time. The busiest period was identified as being between 12:00pm and 2:00pm on Friday and Saturday where nine bays were available; and
- The City's parking survey data identifies that there are 214 parking bays located within the Brisbane Street car park which is located approximately 115 metres from the subject site and provides for ticketed parking between 7:00am to midnight Monday to Sunday. The City's parking survey data identifies that there are on average 178 bays available at any one time. The busiest period was identified as being between 6:00pm and 8:00pm on Saturday where 153 bays were available;
- The subject site is located along Beaufort Street and is serviced by bus routes 67, 68 and 950 which provides high frequency services between the Morley, Mirrabooka and Perth Busports. There are four bus stops associated with these services which are located between approximately 177 metres and 273 metres from the subject site. The accessibility of these bus routes support travel to and from the subject site by means other than car; and
- Bicycle parking facilities are recommended to be provided as a condition of the approval. Two short term bicycle parking bays can be provided in the verge area in front of the subject tenancy. This is discussed in further detail below, and would provide for conveniently located bicycle spaces for use by customers and would support cycling as a convenient alternative to driving to the venue.

Sufficient on-site parking is provided for staff and customers of the development together with the availability of alternate modes of transport and public parking in the area to support the use, without the need for a cash-in-lieu contribution from the applicant.

Bicycle Parking

The Restricted Premises requires a total of two short term and one long term bicycle parking bays under the current Parking Policy. The applicant has not proposed the provision of any on-site bicycle parking spaces for the subject tenancy.

Condition 17 of the development approval issued by the WAPC in 2013 required the provision of bicycle parking facilities. It did not specify the number, however the approved plans show one bicycle rack to be provided in the enclosed courtyard which forms part of the rear building. This area is not readily accessible to customers of the tenancies on-site fronting Beaufort Street. There are currently no on-site bicycle parking spaces provided for either of the two street fronting tenancies.

The applicant's Parking Management Plan, included as **Attachment 6**, identifies there being seven bicycle parking spaces located in the verge on the opposite side of Beaufort Street. Administration has confirmed that there are 10 bicycle parking spaces in close proximity to the subject site, being:

- Eight bicycle bays located within the verge area in front of No. 273 Beaufort Street; and
- Two bicycle bays located within the verge area in front of No. 283-289 Beaufort Street.

While these bicycle parking spaces are available for use by the public, they are not necessarily convenient for use by customers of the Restricted Premises given they would need to cross Beaufort Street to do so. These bicycle parking spaces are located in front of three Restaurant/Café tenancies, and may be used by the customers of these businesses. This may mean that these spaces are not always readily available.

Administration recommends that two short-term bicycle parking spaces be provided for within the Beaufort Street verge in front of the premises. While this is one space less than that required by the current Parking Policy, it is consistent with the number of bicycle bays considered appropriate for these tenancies set out in the previous approval issued by the WAPC.

Bicycle parking standards for a Restricted Premises use is the same as that for the previous Shop use under the City's Parking Policy. The floor area of the tenancy is not being increased and as a result there is no intensification of activity.

The City's Technical Services confirmed that there is adequate space within the verge for two bicycle spaces to be provided which would comply with AS2890.3 and maintain adequate space so as to not impede pedestrian movement along the path.

The nature of the Restricted Premises is such that it is not expected that customers would be attending the site for extended periods of time. This means that the provision of short-term bicycle bays would be more suitable than a dedicated long-term bicycle bay in a locker. Adequate parking is also available on-site to cater for the demands of staff as noted above.

The provision of two short-term bicycle spaces within the verge is consistent with the objectives of the Parking Policy as it would be adequate to cater for the demand of customers attending the premises, be conveniently located for use by customers of the premises, and support cycling as an alternative to driving.

Façade Design

The Built Form Policy requires developments to provide uninterrupted activation to street frontages to maximise street surveillance. The Built Form Policy also requires any security measure to be visually permeable and located internally or to be recessed between elements in the façade.

Visually impermeable roller shutters have been installed to all street facing windows and doors that reduce activation to Beaufort Street. The roller shutters are located externally and are not recessed between elements of the façade.

The City received comments during the community consultation that raised concerns in regards to adverse visual impacts as a result of the roller shutters. The applicant has advised that the roller shutters were installed in response to graffiti and damage to the windows of the tenancy.

The roller shutters do not meet the local housing objectives of the Built Form Policy for the following reasons:

- The roller shutters are proposed to be open during business operating hours and closed outside of the operating hours. The roller shutters would be closed between 7:00pm and 10:00am Monday to Sunday based on the operating hours of the Restricted Premises. The roller shutters would affect the visual connection of the tenancy with adjoining public spaces outside of the business operating hours;
- The roller shutters provide a solid, blank and unarticulated facade that results in a bulky and visually imposing structure to the street. The solid form of the roller shutters appear obtrusive to the streetscape and are not in keeping with the scale and character of the established streetscape or locality. The roller shutters adversely impact the quality of the pedestrian environment and the overall appeal and aesthetics of the area;
- The Built Form Policy promotes commercial developments within Activity Corridors to have an 'active frontage' providing interaction between the development and the street. While the roller shutters are closed, all visual connection and passive surveillance from the shopfront into public spaces is absent. As a result, the liveliness, interest, comfort and safety of the surrounding public spaces is reduced; and
- The WAPC's Designing Out Crime Guidelines (the Guidelines) detail that active frontages have a positive impact on safety. The Guidelines advise that the inclusion of roller shutters could detract from the amenity of an area, resulting in an increase in the perception or fear of crime, and that all other security measures should be investigated prior to introducing roller shutters. As the subject site is located within an activity corridor area, an active and engaging frontage is fundamental to providing actual and perceived surveillance which is lost as a result of the installation of the roller shutters.

The applicant has indicated that they are willing to remove the roller shutters and investigate other alternative security measures which would be consistent with the Built Form Policy.

Signage

The signage which forms part of this application has already been installed on the premises and consists of:

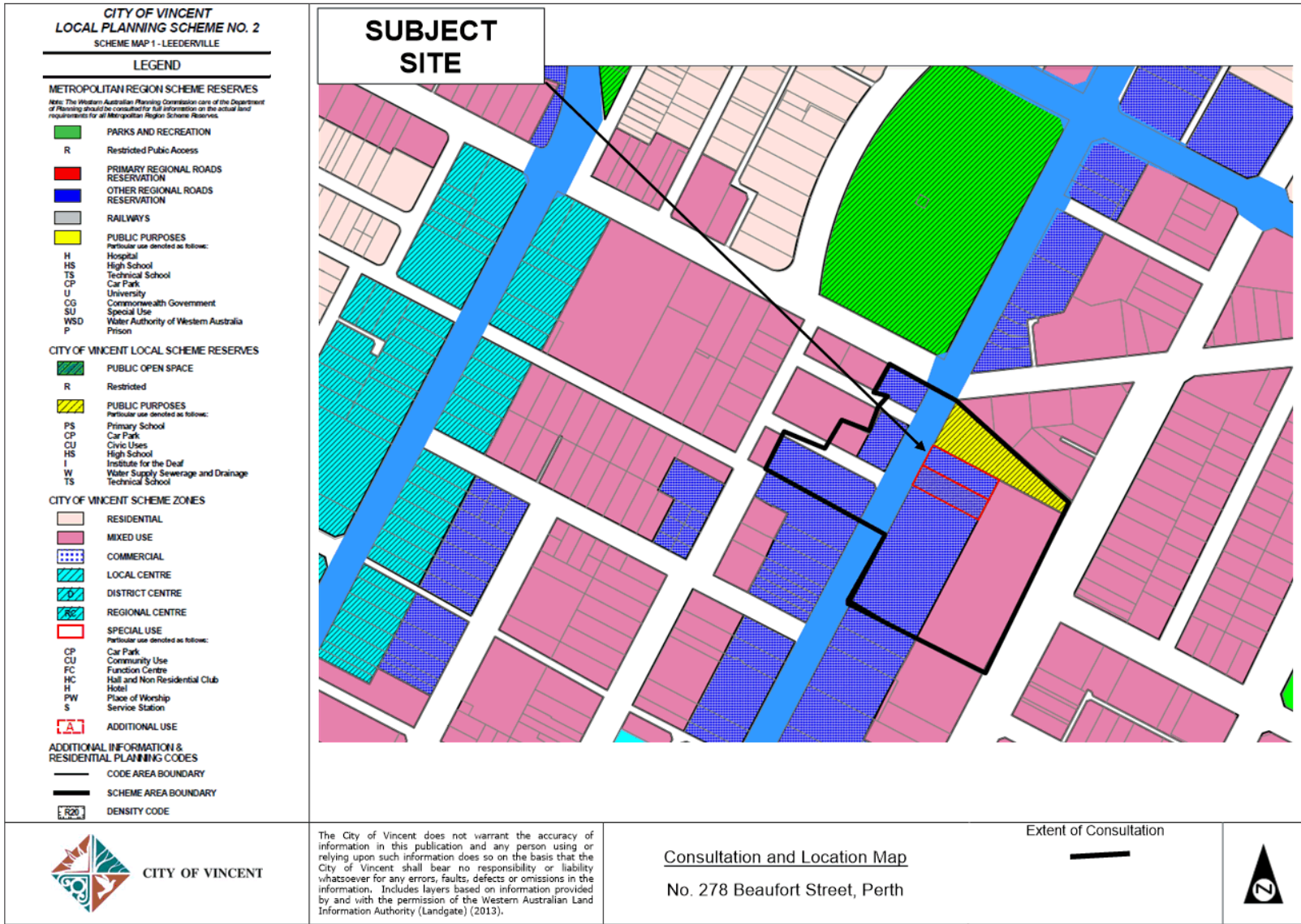
- Four 'logo' signs, with one on each of the windows. The 'logo' sign consists of the operator's branding 'Up in Smoke';
- One 'shop info' sign above the door, displaying operating hours; and
- One sign on the awning which consists of the 'logo' and 'shop ethos'. The 'shop ethos' displays the website and products available. The products described on this sign are gifts, accessories, charcoal, vapes and e-juice.

The signage complies with the requirements of the City's Policy No. 7.5.2 – Signage and Advertising (Signage Policy), with the exception of the total area of signage. This is required to not exceed 10 percent of the total area of a wall. The extent of signage as a result of those signs listed above covers 19.3 percent of the front façade.

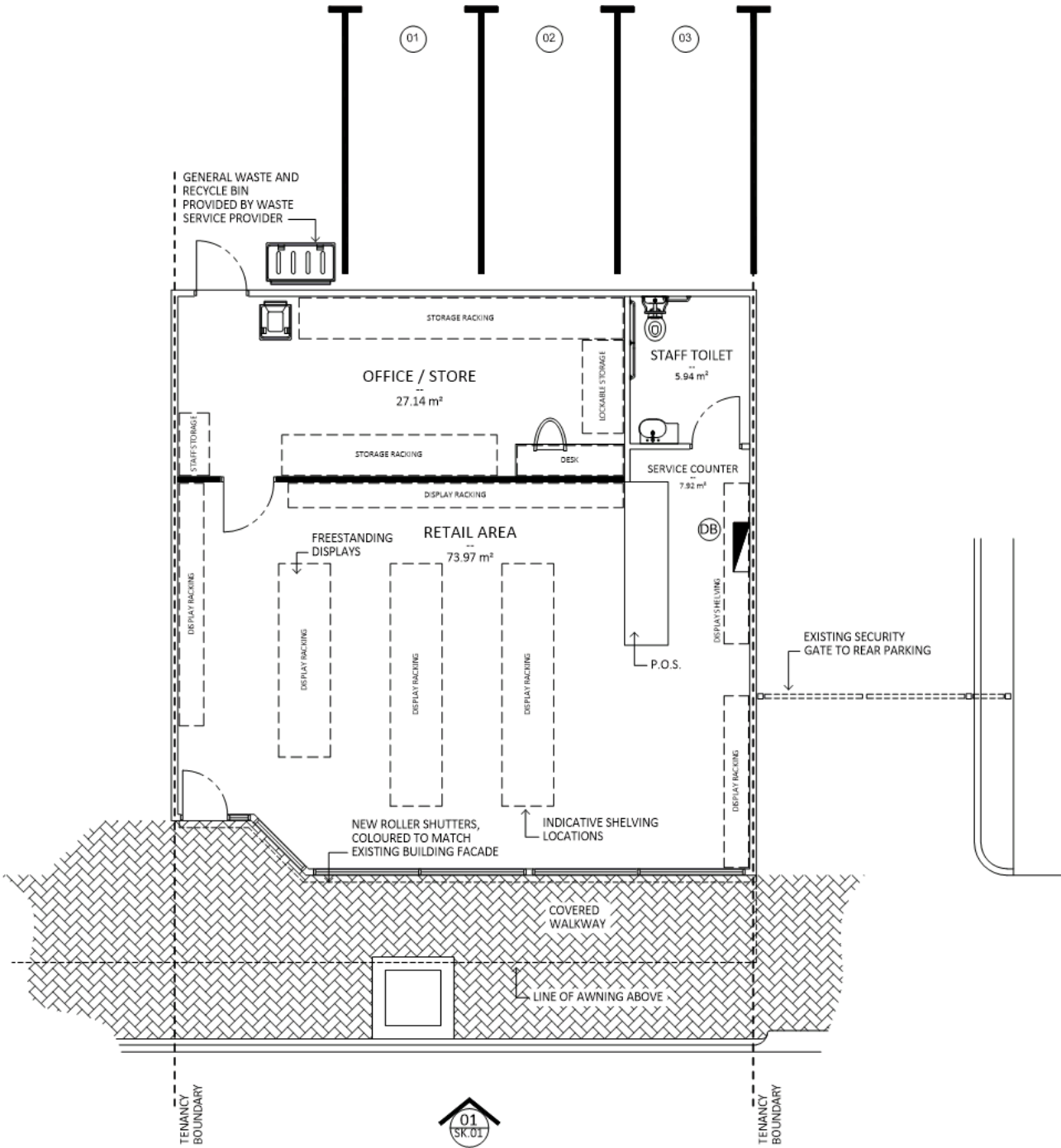
The extent of signage satisfies the principles of the Signage Policy for the following reasons:

- The scale of the signage is minimal and does not detract from the building due to the design. The 'logos' have a cumulative area of 2.4 square metres on the windows. The signage on the windows occupies approximately 15 percent of the glazed area, leaving 85 percent unobscured. This maintains the opportunity for passive and active surveillance of the street;
- The awning signage is consistent with the deemed-to-comply standard of the Signage Policy which does not include any size limitations on an awning sign;
- The building is of a relatively modest design and the signage does not obscure or impact any architectural detailing;
- The signage is compatible with the surrounding development context. The surrounding context consists of a mix of commercial uses, all of which include advertising signage, and is similar in nature to the subject signage. The signage is not detrimental to the amenity of the locality in this respect; and
- The extent of the signage that advertises products available from the premises is minimised, and is generic in describing the types of products available. The signage relates to the premises, has not been designed to target particular demographics, and is commensurate with the realistic need to advertise products available from the site.

As part of its assessment, Administration has identified that the current 'logo' signs installed on each of the windows are larger than what is indicated on the elevations plan ('Elevation 01', included as **Attachment 2**). In response the applicant has confirmed that they are seeking approval for the signage as shown on the elevation plan - not what is currently installed, and would make the necessary modifications to bring this into accord with the plans if approved. A condition is recommended for these modifications to the existing signage to be made within 28 days should the application be approved.









01

SK.01

FLOOR PLAN

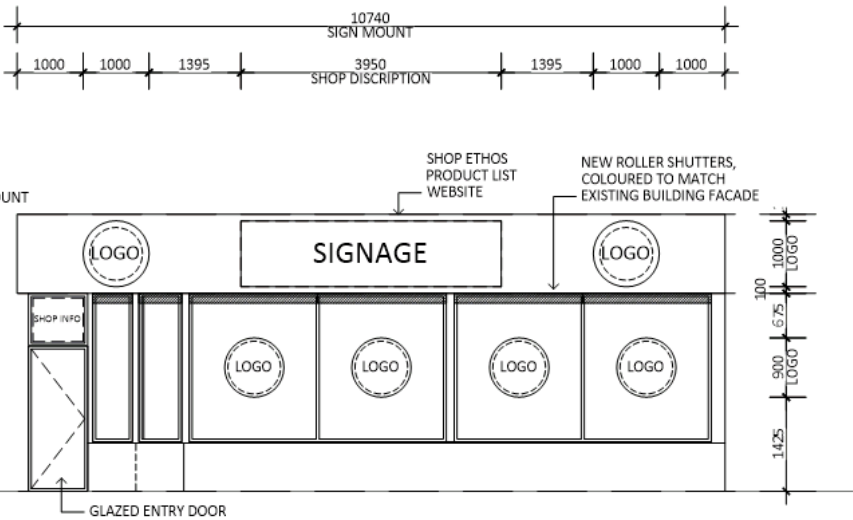
PROPOSED LAYOUT

SCALE 1:100

CITY OF VINCENT
RECEIVED
23 March 2021



PROJECT TITLE / CLIENT		--	--	--
UP IN SMOKE - PERTH OUTLET		--	--	--
UNIT 1, 278 BEAUFORT STREET, PERTH		--	--	--
DRAWING TITLE		--	--	--
FLOOR PLAN AND SHOPFRONT ELEVATION		--	--	--



01

01

ELEVATION

SHOPFRONT SIGNAGE

SCALE 1:100

TOTAL SHOPFRONT GLAZING APPROX 21m²
SIGNAGE COVERS APPROX. 3.5m²

AWNING SIGN CONSTRAINED TO EXTENT OF
AWNING

SIGNAGE COMPLIES WITH POLICY NO. 7.5.2
SIGNS AND ADVERTISING



VENUELINE	PROJECT TITLE / CLIENT		--	--	--	CAD REF:	VL20.074
	UP IN SMOKE - PERTH OUTLET		--	--	--	SCALE	SHEET SIZE
	UNIT 1, 278 BEAUFORT STREET, PERTH		--	--	--	1:100	A3
	DRAWING TITLE		--	--	--	DRAWING No.	REVISION
	FLOOR PLAN AND SHOPFRONT ELEVATION		--	--	--	SK - 01	C
REV. BY		REVISION DESCRIPTION	ISSUE DATE		23.03.2021		

THIS DRAWING IS COPYRIGHT AND THE PROPERTY OF VENUELINE. THE CONTENTS OF THIS DRAWING MAY NOT BE COPIED, REPRODUCED OR DISTRIBUTED BY ANY MEANS WITHOUT ANY WRITTEN CONSENT FROM VENUELINE.



Unit 1/278 Beaufort Street, Perth

Project: **UP IN SMOKE –
CHANGE OF USE APPLICATION
REPORT**

OPERATIONAL DESCRIPTION

- **Up in Smoke** has joined the ranks of being the best retailer when it comes to Shisha and Shisha related accessories. **Up in Smoke** are the premium quality and service provider for the Shisha industry, with both online shopping and stores located across Perth in Bedford, Ellenbrook, Cannington, Malaga, Bayswater, Midland and Armadale. The latest addition is the **Up in Smoke Shisha Café** located at Coventry Village Shopping Centre in Morley.
- The operational fit out of the premises will include the installation of a partition wall and access door allowing for a secure delivery, storage and office area. The shop will also require a drop panel suspended ceiling with lighting strips to be installed, painted white.
- Opening hours for the business will be from 10a.m. to 7 p.m. Monday to Sunday. Staffing numbers during these times of operation are expected to be 1 member of staff to open in the morning through to the midafternoon period, with an additional member of staff in the evening during busy periods and to close.
- Patronage of the operation is expected to be steady over the operational hours and would estimate than no more than 8-10 customers would be in the store over a 20 min period during these times.
- Retail displays will make up most of the floor space displaying the various items, with a dedicated P.O.S. and back counter display. There is no equipment/machinery used as part of the retail offering that would cause an audible impact to surrounding businesses.
- There are 3 dedicated bays located to the rear of the store in shared parking space, accessed through a secure gate for proprietor use. Customer parking will be available at the nearby Brisbane Street Carpark (115 meters away) or on-street parking along the adjacent Tiverton Street or Fore Street.
- In line with the removal of the City's commercial waste collection service, the Waste Management Plan will utilise an external waste service provider on a fortnightly basis and as required. The majority of waste is expected to be recyclable packaging, cardboard and soft plastics.

CITY OF VINCENT
RECEIVED
10 February 2021

CITY OF VINCENT
RECEIVED
10 February 2021

PRODUCT DEFINITION AND PRODUCT LIST

- **Definition of smoking implement (Hookah)** - A pipe traditionally used for smoking flavoured tobacco in which tobacco is placed in a bowl and heated with burning charcoal, producing smoke that is drawn through an urn of water that cools it and then into a long tube with an attached mouthpiece. In some modern versions, the charcoal-heated bowl is replaced with a battery-powered vaporizer containing a liquid mixture similar to that used in an e-cigarette. Also called *hubble-bubble* . Also called *narghile* . Also called *shisha* .
- For a full list of products that will be offered instore, please refer to the website <https://upinsmokeperth.com.au/#> A brief list of products on offer will be:
Hookahs and accessories - i.e. optional glass base, optional mouthpiece, flavored charcoal etc.
Vapes and accessories – i.e. spare batteries and coils.
E-Juice – Flavoured vaping liquids (**nicotine free**)
Scales and other related accessories.

Thank you for your time, please contact me if there are any questions or queries in regard to the above information.

Regards,

REDACTED FOR PRIVACY PURPOSES



Summary of Submissions:

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

Comments Received in Objection:	Officer Technical Comment:
<p><u>Land Use – Amenity</u></p> <ul style="list-style-type: none"> The use would impact on the amenity of the locality in the following ways: <ul style="list-style-type: none"> Children and adults are passing by an advert for a dangerous product on their way to school, parks, restaurants and cafes; There is little amenity in the locality due to existing anti-social behaviour and people utilising Tom Fischer House, and the use would further diminish this; The use will attract criminal and anti-social behaviour and further undermine the safety of the area and surrounding residents; and The use will negatively impact on all of the surrounding restaurants in the immediate locality which specialise in high quality healthy food. The use would conflict with the services offered by Tom Fischer House which provides a safe environment to those experiencing homelessness, an interventions to those suffering from trauma, mental health, chronic health, and alcohol and drug misuse. The use would impact on the service delivery of Tom Fisher House and further impact on the physical well-being and additions due to the health effects of shisha tobacco smoking. The operating hours would build further negative stigmas within the community relating to anti-social behaviour. The use is not a good reflection for a similar business which operates along Beaufort Street with the necessary approvals. 	<p>In regards to the impact (perceived or actual) on the amenity of the surrounding area by the Restricted Premises, Administration notes the following:</p> <ul style="list-style-type: none"> The use is contemplated under LPS2 and there are no criteria around the location of such premises; The premises sells smoking implements but not tobacco, which is legal. Aside from the nature of the products, the operation of the premises is no different to that of a shop; There is an existing premises in close proximity which sells tobacco products, albeit in a discrete manner. The subject tenancy maintains an active frontage consistent with the Built Form Policy which results in the products being more readily visible from the street. this could result in a perceived impact on those utilising the services of Tom Fischer House and ASeTTS, as well as Highgate Primary School and the users of Birdwood Square; In addition to this existing premises which sells tobacco products, the subject site and surrounding community services are also in close proximity to the Brisbane Hotel and Cloud 9 store. Accounting for this context, the nature and operation of the use would not further diminish the existing amenity; and Administration is unaware of any evidence to suggest premises of this nature result in increased anti-social behaviour, which would ultimately be investigated by the WA Police. <p>Given the legality of the use of smoking implements associated with shisha, and the lack of any detailed guidance in respect to uses of this nature under the local planning framework, the application is recommended for approval, subject to conditions.</p>

Summary of Submissions:

Comments Received in Objection:	Officer Technical Comment:
<p><u>Land Use – Consistency with Local Planning Scheme No. 2 (LPS2)</u></p> <ul style="list-style-type: none"> The use is not consistent with following matters to be considered under Clause 67(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reasons: <ul style="list-style-type: none"> Clause 67(2)(a) – the use does not protect or enhance the health, safety and general welfare of the City's inhabitants by selling tobacco products and smoking implements which pose a threat to public health. Clause 67(f) – the Sustainable Health Review and State Public Health Plan both aim to reduce smoking rates and exposure to second hand smoke to reduce ongoing public health conditions. Clause 67(g) – the City has three broad policies which apply to the Scheme area, including the Strategic Community Plan 2018-2028, Corporate Business Plan 2020/21 – 2023/24, and the Public Health Plan 2020-2025. While approving the use may support local business it would contradict broader aims relating to healthy and safe communities. The Public Health Plan also seeks to have smoke-free town centres by 2025. Approving the use would increase the availability and use of tobacco products and smoking implements, contrary to these policies. Clause 67(m) – Although located in a Commercial zone the premises is within proximity to public open space, residential and commercial properties. The desired character is for smoke-free town centres as per the Public Health Plan, which this use is not compatible with. There is also Freechoice Tobacco and Cloud 9 located along Beaufort Street. A third premises would create the impression that smoking is acceptable. Clause 67(n) – the surrounding premises in the locality consists of residential, retail and public open spaces. Anecdotally a diverse range of people are attracted to the area, including those in the 18-24 year old demographic. A tobacco retailer would have adverse social impacts relating to the proliferation and promotion of smoking. Clause 67(x) – the potential impacts on the community as a result of the use are significant with regards to normalising smoking. Public health, and potential for addiction to products. Clause 67(y) – the City is to give due consideration to the comments made on the application during public consultation. 	<p>In regards to the matters to be considered by local government under the <i>Planning and Development (Local Planning Schemes Regulations 2015)</i>:</p> <ul style="list-style-type: none"> The use is not inconsistent with the aim to facilitate and encourage businesses which cater of a diversity of interests and lifestyles. While there is a demonstrated impact from the use of tobacco products, the premises does not sell tobacco products and the use related to selling smoking implements is permissible within the zone under LPS2 and is not illegal; Broader public health policy at the state level seeks to reduce the impacts caused by smoking. These policies do not identify opportunities for this to be controlled or influenced through the planning framework. The selling of smoking implements is not illegal and there are other controls in place through tobacco legislation to control how this is sold and used.; The City does not have any local planning policies which are relevant to the assessment of a Restricted Premises. Amongst other initiatives, the Public Health Plan seeks to deliver smoke-free town centres by 2025. The Public Health Plan also seeks to support the implementation of smoke-free environments including festivals, events, activities and/or clubs, and to advocate for reduced exposure to tobacco advertising, marketing, promotion and sponsorship. Notwithstanding the aims and priorities of the City's Public Health Plan, this is not a relevant consideration under the planning framework. The initiatives of the Public Health Plan do not extend to private property or contemplate strategies to restrict premises selling smoking implements; Accounting for the surrounding context, the nature and operation of the use would not further diminish the existing amenity as is outlined above; The use is permissible within the zone under LPS2 which would have contemplated and accepted the broader impacts on the community by virtue of making it a permissible use. In contemplating the surrounding context, the Restricted Premises would not have a more detrimental impact on the community than what is currently experienced; and The issues raised in the submissions have been considered as part of this application. Receiving objections to the proposal alone is not a valid reason for the application to be refused.

Summary of Submissions:

Comments Received in Objection:	Officer Technical Comment:
<p><u>Building Design</u></p> <ul style="list-style-type: none"> The roller shutters installed are contrary to the City's policy framework, and have been previously refused within the City due to their detrimental impact on the streetscape. These roller shutters should be refused as they give the appearance of the 'dead end of town'. The façade would need to be completely obscured to comply with requirements of the Department of Health in respect to selling shisha, which does not permit the display of products. 	<ul style="list-style-type: none"> The roller shutters are unauthorised. Administration does not support the roller shutters due to these having a detrimental impact on the streetscape by not providing for street surveillance or activation when they are closed, which is inconsistent with the intent of the Built Form Policy. The Department of Health has advised that as the premises is not selling a tobacco product, it does not require a tobacco seller's licence. There are no restrictions regarding the display of products for premises which do not require a tobacco seller's licence.
<p><u>Car Parking</u></p> <p>Five parking bay are required for the premises, but access is provided to three bays only. It does not appear as though a Parking Management Plan has been submitted with the application which may be grounds for reason for refusal.</p>	<p>The applicant has provided a Parking Management Plan which is included in Attachment 6. There is adequate access to on-street and public parking in the surrounding area, as well as alternative transport methods to accommodate the demand of the premises.</p>
<p><u>Other</u></p> <ul style="list-style-type: none"> The signage and roller shutters were installed without approval and should be removed until the application has been considered. Given the disingenuous approach of the business owner to date it is not clear what premises would be considered for approval in terms of the façade appearance, and marketing material. The use is not a good reflection for a similar business which operates along Beaufort Street with the necessary approvals. The premises could engage in 'under the counter drug trading' as has happened with other similar premises. The use will devalue surrounding apartment buildings and properties. The City should be proactive in its approach to assisting the Department of Health in respect to enforcing tobacco legislation, by ensuring that the proponent is fully licenced. In 2016 the WA Supreme Court interpreted the <i>Tobacco Products Control Act 2006</i> broadly to prohibit the sale and supply of e-cigarettes. 	<ul style="list-style-type: none"> During community consultation Administration became aware that the premises had commenced operating and installed the signage and roller shutters. The roller shutters did not form part of the initial application submitted to the City, and the applicant subsequently amended this to include them. The City's Enforcement Policy provides discretion to allow a use to continue to operate until the planning application is determined and establishes that this may be in circumstances where there is reasonable prospect of approval. Administration was satisfied that the current operation of the premises did not present an immediate danger, hazard, health or safety risk to a person or the property, consistent with the City's Enforcement Policy, and did not require the use to cease or additions removed while the application was processed and as provided for in the planning framework. If the application were to be approved, the development would need to comply with any conditions imposed as well as other applicable building and health legislation. Instances of non-compliance would be investigated by the City and relevant authorities including the Department of Health. Concerns regarding illegal activities occurring from the premises should be reported to the WA Police to investigate. Property values are not a relevant planning consideration.

Summary of Submissions:

Comments Received in Objection:	Officer Technical Comment:
	<ul style="list-style-type: none"> During the assessment of the application Administration liaised with the Tobacco Compliance Branch of the Department of Health. This included the Tobacco Compliance Branch undertaking an investigation to confirm that the premises was operating in accordance with the <i>Tobacco Products Control Act 2006</i>. The advice provided from the Tobacco Compliance Branch included: <ul style="list-style-type: none"> The premises does not hold a tobacco seller's licence, and as a result there are no restrictions regarding the display of smoking implements; Flavoured charcoal is not a tobacco product and E-Juice is not within the scope of the <i>Tobacco Products Control Act 2006</i>; and It is illegal to sell e-cigarettes as they are deemed to resemble a tobacco product. The premises does not sell e-cigarettes.
<u>Building Design</u> The roller shutters have been fitted and are contrary to the City's policy framework.	The roller shutters are not consistent with the City's Built Form Policy as noted above.

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

Summary of Submissions

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

Comments Received in Objection:	Applicant Response
<p><u>Land Use – Amenity</u></p> <ul style="list-style-type: none"> The use would impact on the amenity of the locality in the following ways: <ul style="list-style-type: none"> Children and adults are passing by an advert for a dangerous product on their way to school, parks, restaurants and cafes; There is little amenity in the locality due to existing anti-social behaviour and people utilising Tom Fischer House, and the use would further diminish this; The use will attract criminal and anti-social behaviour and further undermine the safety of the area and surrounding residents; and The use will negatively impact on all of the surrounding restaurants in the immediate locality which specialise in high quality healthy food. The use would conflict with the services offered by Tom Fischer House which provides a safe environment to those experiencing homelessness, an interventions to those suffering from trauma, mental health, chronic health, and alcohol and drug misuse. The use would impact on the service delivery of Tom Fisher House and further impact on the physical well-being and additions due to the health effects of shisha tobacco smoking. The operating hours would build further negative stigmas within the community relating to anti-social behaviour. The use is not a good reflection for a similar business which operates along Beaufort Street with the necessary approvals. 	<p>The majority of this objection is not planning related, however in response to amenity there are many remarks raised that the business is not responsible for and it is not clear how and no evidence is provided to back up the negative hypothetical claims made.</p> <p>We are unsure how the change of use application reflects on the similar business that has approvals and is not planning related. We note that this approved operation referred to has roller shutters installed, multiple security cameras and window displays to the footpath.</p>
<p><u>Land Use – Consistency with LPS2</u></p> <ul style="list-style-type: none"> The use is not consistent with following matters to be considered under Clause 67(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reasons: <ul style="list-style-type: none"> Clause 67(2)(a) – the use does not protect or enhance the health, safety and general welfare of the City's inhabitants by selling tobacco products and smoking implements which pose a threat to public health. Clause 67(f) – the Sustainable Health Review and State Public Health Plan both aim to reduce smoking rates and exposure to second hand smoke to reduce ongoing public health conditions. Clause 67(g) – the City has three broad policies which apply to the Scheme area, including the Strategic Community Plan 2018-2028, Corporate Business Plan 2020/21 – 2023/24, and the Public Health 	<p>No tobacco products are sold on the premises.</p> <p>The remaining points of the objection are not relevant and planning related.</p>

Page 1 of 3

Comments Received in Objection:	Applicant Response
<p>Plan 2020-2025. While approving the use may support local business it would contradict broader aims relating to healthy and safe communities. The Public Health Plan also seeks to have smoke-free town centres by 2025. Approving the use would increase the availability and use of tobacco products and smoking implements, contrary to these policies.</p> <ul style="list-style-type: none"> - Clause 67(m) – Although located in a Commercial zone the premises is within proximity to public open space, residential and commercial properties. The desired character is for smoke-free town centres as per the Public Health Plan, which this use is not compatible with. There is also Freechoice Tobacco and Cloud 9 located along Beaufort Street. A third premises would create the impression that smoking is acceptable. - Clause 67(n) – the surrounding premises in the locality consists of residential, retail and public open spaces. Anecdotally a diverse range of people are attracted to the area, including those in the 18-24 year old demographic. A tobacco retailer would have adverse social impacts relating to the proliferation and promotion of smoking. - Clause 67(x) – the potential impacts on the community as a result of the use are significant with regards to normalising smoking. Public health, and potential for addiction to products. - Clause 67(y) – the City is to give due consideration to the comments made on the application during public consultation. 	
<p><u>Building Design</u></p> <ul style="list-style-type: none"> • The roller shutters installed are contrary to the City's policy framework, and have been previously refused within the City due to their detrimental impact on the streetscape. These roller shutters should be refused as they give the appearance of the 'dead end of town'. • The façade would need to be completely obscured to comply with requirements of the Department of Health in respect to selling shisha, which does not permit the display of products. 	<p>The roller shutters can be removed or installed internally as the city requires. The department of health only restricts display of tobacco products. This point is not planning related.</p>
<p><u>Car Parking</u></p> <ul style="list-style-type: none"> • Five parking bay are required for the premises, but access is provided to three bays only. It does not appear as though a Parking Management Plan has been submitted with the application which may be grounds for refusal. 	<p>Adequate on street and dedicated parking lots are located nearby. The business does not require 5 bays to operate and this is supported in the management plan. The parking management plan has been submitted.</p>
<p><u>Other</u></p> <ul style="list-style-type: none"> • The signage and roller shutters were installed without approval and 	<p>The roller shutters can be removed or installed internally as the city requires.</p>

Comments Received in Objection:	Applicant Response
<p>should be removed until the application has been considered.</p> <ul style="list-style-type: none">Given the disingenuous approach of the business owner to date it is not clear what premises would be considered for approval in terms of the façade appearance, and marketing material. The use is not a good reflection for a similar business which operates along Beaufort Street with the necessary approvals.The premises could engage in 'under the counter drug trading' as has happened with other similar premises.The use will devalue surrounding apartment buildings and properties.The City should be proactive in its approach to assisting the Department of Health in respect to enforcing tobacco legislation, by ensuring that the proponent is fully licenced. In 2016 the WA Supreme Court interpreted the <i>Tobacco Products Control Act 2006</i> broadly to prohibit the sale and supply of e-cigarettes.	<p>The second point is not clear but does not appear to be planning related. The remaining points are not planning related, no tobacco products are sold on the premises.</p> <p>We are unsure how the application reflects on the similar business and does not relate to the application.</p> <p>Devaluation is an unproven hypothetical claim, no evidence is provided and is not planning related.</p> <p>The last point is directed to the City and does not relate to the application.</p>

Comments Received Expressing Concern:	Applicant Response
<p><u>Building Design</u></p> <ul style="list-style-type: none">The roller shutters have been fitted and are contrary to the City's policy framework.	<p>The roller shutters can be removed and installed internally as the City requires.</p>

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

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL
POLICY NO: 7.7.1
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

APPENDIX 2 – PARKING MANAGEMENT PLAN FRAMEWORK

Owner/Applicant Details	
Name:	REDACTED FOR PRIVACY PURPOSES
Address:	
Phone:	
Email:	
Applicant Signature:	

Property Details	
Lot Number:	W108
Address:	1/278 BEAUFORT STREET, PERTH

Parking Allocation:

The following table should be prepared for inclusion in this Parking Management Plan to outline the parking available for the different users of this development application.

Parking Allocation	
Total Number Car Parking Spaces:	3
Total Number Short Term Bicycle Parking Spaces:	8
Total Number Long Term Bicycle Parking Spaces:	0
Total Number Other Bays:	237
	35 on street (within 150m) 202 Brisbane St car park (within 250m)

Page 11 of 14

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL
POLICY NO: 7.7.1
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
E.g. Private Recreation Town Centre	Staff	Employee (> 3 hours)	2	1	-
	Customers	Visitor (< 3 hours)	7	2	-
	Other	Service (15 minute)	-	-	1
	Other	Disabled	-	-	1
Retail Restricted Activity Corridor	Staff	6-8 hrs	3		
	Customer	20 min.	233	8	4 Disabled

Note: In a mixed use development the parking allocation for residential and non-residential portions must be provided separately in the above table.

Alternative Transport:

The following table should be prepared for inclusion in this Parking Management Plan to outline the alternative transport options available to users of this development application.

Transport Option	Type & Level of Service
Public Transport	
Train	Approx. 1000m+ to Mclver Station
Bus	66, 67, 68, 653, 950 (150m & 250m to stop)

Page 12 of 14

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL
POLICY NO: 7.7.1
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Pedestrian	
Paths	Footpath along Beaufort Street
Facilities	
Cycling	
Paths	Dedicated Bus Taxi and cycle way on Beaufort Street
Facilities	
Secure Bicycle Parking	N/A
Lockers	N/A
Showers/Change Room	N/A

Public Parking:

Identify the number of on street and off street public parking in the vicinity in the following table.

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	35	Fore St and Tiverton St	2 Hr and 1/2 Hr
Off Street Parking	202	Brisbane Street car park	1 Hr Free

Parking Management Strategies

Page 13 of 14

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL
POLICY NO: 7.7.1
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Parking management strategies providing implementation details must be provided to ensure that the 'Parking Allocation' is used as demonstrated in this Parking Management Plan.

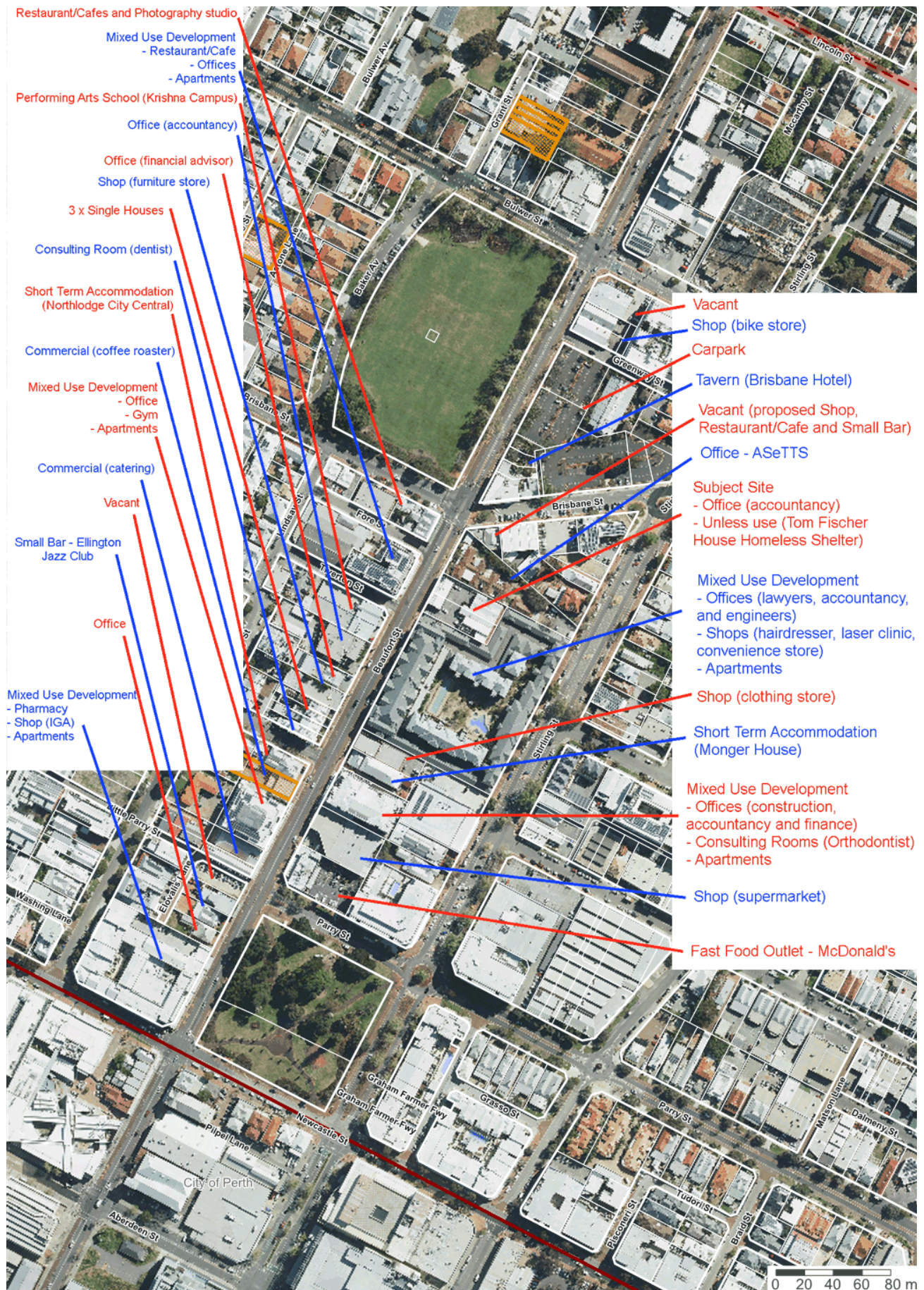
The allocation of bays as specified in the Parking Management Plan shall be included in the development application and planning approval.

The following information shall be provided, where applicable, within the Parking Management Plan:

1. Details of who will be responsible for management, operation and maintenance of parking (inclusive of car stackers);
2. Management of allocation of parking bays as specified in this Parking Management Plan including signage and enforcement;
3. Management of Tandem Parking for staff/tenants;
4. Way finding measures to ensure efficient use of parking facilities; and
5. Promotion of alternative transport modes such as the provision of well-maintained bicycle and end of trip facilities, use of active transport initiatives or public transport promotion.

Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws. In particular the applicant/owner is reminded of their obligations under the *Tobacco Advertising Prohibition Act 1992* and the *Tobacco Products Control Act 2006*.
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 Part 14 of the *Planning and Development Act 2005*. An application must be made within 28 days of the date of determination.
3. This approval is valid from the date of Council's decision and does not retrospectively authorise the unapproved use or works associated with the premises.
4. The applicant/owner is advised from 1 July 2021 the City will no longer offer commercial waste services. Private waste collection must be arranged and maintained for the site at the expense of the landowner/applicant. If private waste collection is already undertaken these arrangements should continue to be implemented.
5. Within twenty eight days (28) days of the issue date of this approval, the following is to be prepared by a qualified Practising Building Consultant, and submitted to an approved by the City's Building Services:
 - (a) A Building Approval Certificate Application (BAC) demonstrating the signage and internal fit-out works complying with the Building Code of Australia (BCA) requirements; and
 - (b) An Occupancy Permit for the use of the premises.The cost of these services is to be borne by the applicant/owner(s).
6. With reference to Condition 2 the City's Local Planning Scheme No.2 defines Restricted Premises as '*means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of –*
 - (a) *publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth); or*
 - (b) *materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or*
 - (c) *smoking-related implements.*'
7. With reference to Condition 4 the applicant/landowner is to liaise with the City's Technical Services in respect to the standards and specifications of the bicycle spaces within the adjoining verge.
8. With reference to Condition 7 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 DRAFT PICKLE DISTRICT PLACE PLAN

Attachments: 1. Draft Pickle District Place Plan  

RECOMMENDATION:**That Council:**

1. **ENDORSES** the Draft Volume 7: Pickle District Place Plan for the purpose of advertising in accordance with the City's Policy No. 4.1.5 – Community Consultation; and
2. **NOTES** that the outcomes of advertising and Draft Volume 7: Pickle District Place Plan will be presented to Council for endorsement following the 42 day advertising period.

PURPOSE OF REPORT:

To consider endorsing the Draft Volume 7: Pickle District Place Plan (PDPP) for advertising.

BACKGROUND:

On 23 August 2016 (Item 9.1.5) at its Ordinary Meeting of Council, Council endorsed Administration's approach to Place Management and the preparation of a Town Centre Place Plan for each of the City's five town centres.

Volume 1: Vincent Town Centres Place Plan (VTCPP) and Volume 2: North Perth Town Centre Plan (NPTCPP) were adopted in April 2018 and Volume 3: Mount Hawthorn Town Centre Place Plan (MHTCPP) was adopted September 2019.

On 17 November 2020 (Item 9.5) at its Ordinary Meeting of Council, Council endorsed the Place Plan Minor Review of the Vincent Town Centre Place Plan (VTCPP), which included the Pickle District in West Perth as the first place in the City that is not an established town centre to progress a Town Centre Place Plan.

A draft version of the PDPP was prepared in late 2020 and the draft actions and initiatives were workshopped with the local town team, The Pickle District, on 19 November 2020. Based on feedback, the document was further refined and a revised version of the PDPP has been prepared and is included as **Attachment 1**.

DETAILS:

The Pickle District is situated in West Perth between Leederville and Northbridge. It is a creative precinct, home to new and diverse creative businesses including art galleries, artist and design studios, a boutique theatre, photographic studios and creative co-op working spaces.

Inspiration for the name 'Pickle District' comes from the vinegar brewing and pickle and jam manufacturing factories in the area, which operated from around 1912. These included R.H. Maskiell and Co Ltd sauce, jam and pickle manufacturers, originally located on Golding Street in 1912, later moving to 567 Newcastle Street.

PDPP has been prepared to guide the City's allocation of funding and resources in the Pickle District.

PDPP captures and builds upon the City's existing strategies and plans and those developed by the local town team, The Pickle District. The Pickle District Action Plan is a strategic action plan designed to proactively shape the Pickle District's future direction and identity. The Pickle District Action Plan was developed in consultation with the local community and has directly informed the development of the PDPP.

To inform the development of the PDPP, Administration has completed an analysis of the Pickle District in relation to the following informing strategies and plans:

- [The Pickle District Action Plan 2020](#);
- Greening Plan 2018-2023;
- Sustainable Environment Strategy 2019-2024;

- Safer Vincent 2019-2022;
- Disability Access and Inclusion Plan 2017-2022;
- Reconciliation Action Plan | Innovate 2019-2021;
- Public Open Space Strategy 2018;
- Economic Development Strategy 2011-2016;
- Youth Action Plan 2020-2022;
- Public Health Plan 2020-2025;
- Arts Development Action Plan 2018-2020;
- Draft Accessible City Strategy 2020-2030; and
- Draft Asset Management and Sustainability Strategy.

The PDPP has been structured to align with the priorities set out in the City's Strategic Community Plan 2018-2028. This structure is reflected in the draft Volume 4: Leederville Town Centre Place Plan (LTCPP) and draft Volume 5: Beaufort Street Town Centre Place Plan (BSTCPP), which Council endorsed for advertising on 27 April 2021.

PDPP outlines the schedule of work proposed to be undertaken in the Pickle District over a four year period. If endorsed, the PDPP would enable the City to better manage service delivery and resources to support the Pickle District now and into the future.

CONSULTATION/ADVERTISING:

If endorsed, the PDPP would be advertised for a period of 42 days by way of local public notice, display at the City of Vincent Library, information postcards to Pickle District businesses, workshopping with the local town team, The Pickle District, and publication on the City's website and social media platforms.

LEGAL/POLICY:

The Integrated Planning and Reporting Framework outlined by the *Local Government (Administration) Regulations 1996* requires the City to adopt a Strategic Community Plan and a Corporate Business Plan (CBP) to be supported by the Annual Budget and a range of informing strategies. The PDPP is outlined as a project in the City's CBP.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the PDPP for the purpose of advertising.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Connected Community

An arts culture flourishes and is celebrated in the City of Vincent.

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

We recognise, engage and partner with the Whadjuk Noongar people and culture.

We are an inclusive, accessible and equitable City for all.

Thriving Places

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

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.

Sensitive Design

*Our built form is attractive and diverse, in line with our growing and changing community.
Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.*

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:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

*Urban Greening and Biodiversity
Sustainable Transport
Waste Reduction*

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the *City's Public Health Plan 2020-2025*:

Increased mental health and wellbeing

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The cost of advertising will be met through the City's existing operational budget.

The implementation of actions within the PDPP would be supported through allocations within current and future City operating and project budgets as follows:

Actions to be implemented through existing operating budgets or existing project budgets: 1.2, 2.1, 2.2, 2.5, 3.1, 3.2, 4.1, 5.1, 6.1	
Actions that have requested budget for 21/22:	
4.1 – Streetscape Audit	\$10,000
4.2 – Art for Artlets	\$10,000
Actions that may require additional budget from 22/23 onwards: 2.3, 2.4, 4.2, 4.3	

Any artwork created through the PDPP will be maintained through the Artwork Maintenance Budget.

COMMENTS:

PDPP aligns the City's activities and services with a clear plan for the area that is informed by the community. The ongoing review of the document would ensure that the City's service delivery in the area keeps pace with emerging trends and community aspirations and ensures that the Pickle District continues to thrive as a place for people to live, work and visit.

The City will continue to work closely with The Pickle District to support the continued improvement of the Pickle District Action Plan, which would continue to inform the evolution of the PDPP.



CITY OF VINCENT

PICKLE DISTRICT PLACE PLAN

VOLUME 07





CONTENTS

00	INTRODUCTION	3
01	ENHANCED ENVIRONMENT	10
02	ACCESSIBLE CITY	10
03	CONNECTED COMMUNITY	14
04	THRIVING PLACES	15
05	SENSITIVE DESIGN	19
06	INNOVATIVE & ACCOUNTABLE	20
07	IMPLEMENTATION FRAMEWORK	21

DATE	DETAILS	STATUS
12/05/21	Pickle District Place Plan	Draft

00. INTRODUCTION

The City of Vincent (City) Place Plan Series has been developed as a set of 'place based' strategic action plans to guide the allocation of funding and resources in the City's town centres and places. The Place Plans direct the City's service units to deliver a range of place-based initiatives and enable the City to effectively support and coordinate change.

Pickle District Place Plan (Place Plan) is Volume 07 in the Place Plan Series and will guide the implementation of all major initiatives in the Pickle District.

The Pickle District is situated in West Perth between Leederville and Northbridge. It is a creative precinct, home to new and diverse creative businesses including art galleries, artist and design studios, a boutique theatre, photographic studios and creative co-op working spaces.

PICKLE DISTRICT SNAPSHOT

Historic

The Pickle District forms part of Boorloo – Noongar land belonging to the Whadjuk people of the Noongar nation.

Geographically, the area sits within a chain of wetlands of practical and spiritual significance to the Whadjuk Noongar people. It was renamed Lake Sutherland by European colonists and later drained in the 1870s and repurposed as areas for market gardening to feed Perth's growing population.

Early businesses in the area ranged from furniture manufacturers such as Sandover & Co Furniture Factory originally located at 485 Newcastle Street, and Bryant's woodyard/fuel merchant located on Duke Street (now old Aberdeen Place).

Inspiration for the name 'Pickle District' comes from the vinegar brewing and pickle and jam manufacturing factories in the area, which operated from around 1912. These included R.H. Maskiell and Co Ltd sauce, jam and pickle manufacturers, originally located on Golding Street in 1912, later moving to 567 Newcastle Street.

On adjacent Golding Street, Philip Stevens started a vinegar brewery in 1920. From 1922 until at least the 1950s, 4 Golding Street was the home of the WA

Vinegar Brewery Ltd which manufactured Flag & Safe brand vinegar products.

Construction of the Mitchell Freeway in the 1970s impacted significantly on the area, as did the decline

in the domestic manufacturing sector. The Pickle District is now known for the historic light industrial buildings and warehouse character. The area is transforming as the buildings are repurposed with new and diverse businesses and arts organisations.



OLD ADBERDEEN PLACE, WEST PERTH. COV LHC PH06084



AERIAL LOOKING SOUTH DOWN TANDY STREET. SLWA B2383376



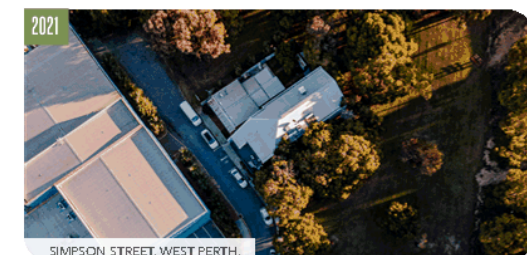
SIMPSON STREET, WEST PERTH. COV LHC PH04138



OLD ADBERDEEN PLACE, WEST PERTH. 2021.



AERIAL LOOKING NORTH DOWN TANDY STREET



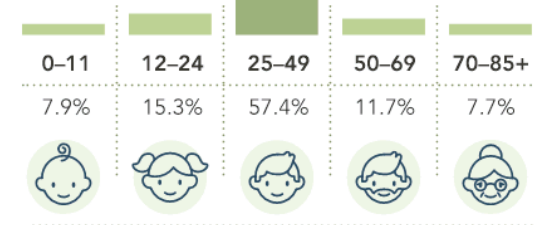
SIMPSON STREET, WEST PERTH.



4 | CITY OF VINCENT

SNAPSHOT

Community



The City of Vincent portion of West Perth is mostly non-residential.

West Perth's population in the City of Vincent is **2,419**.

63.4% of West Perth households in the City of Vincent are lone person or couples compared to **47.1% in Greater Perth**.

Transport

13.8% of residents do not own a car compared to **4.7% in Greater Perth**.

20.6% of residents travel to work on train or bus compared to **10.2% in Greater Perth**.

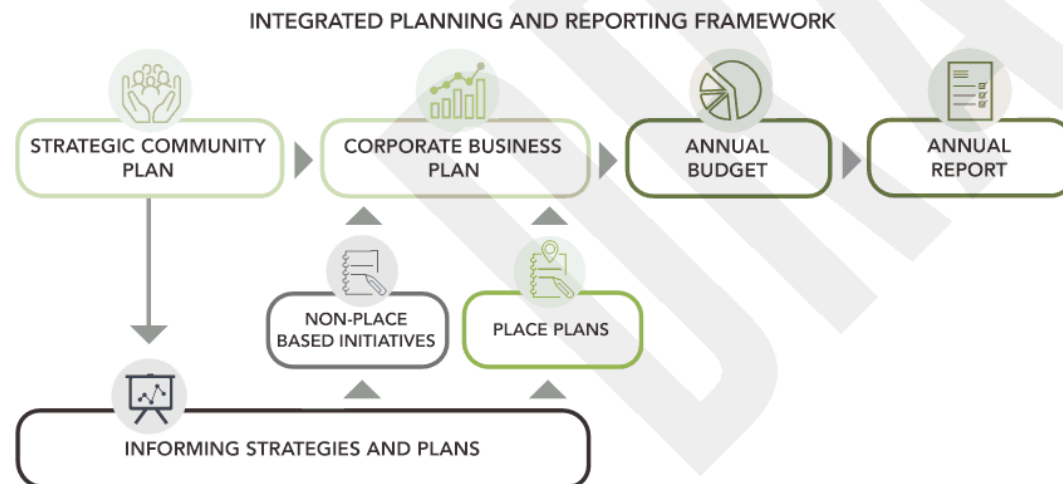
15.9% of residents commute using active modes compared to **3.1% in Greater Perth**.

PLACE PLAN PURPOSE

The Place Plan outlines the place-based initiatives and resources the City has specifically committed to the Pickle District.

The boundary of the Pickle District (refer **Pickle District Boundary Map**) aligns with the Metropolitan Region Scheme Industrial Zone in West Perth. The Pickle District is located in West Perth, within the Commercial Scheme Zone in the City of Vincent's Town Planning Scheme No. 2, and is bound by the Graham Farmer Freeway, Loftus Street, Newcastle Street and Charles Street.

The Integrated Planning and Reporting Framework outlined by the *Local Government (Administration) Regulations 1996* requires the City to adopt a Strategic Community Plan and a Corporate Business Plan. The Place Plan provides a filter for the place based initiatives within the City's suite of informing strategies and plans, and directly informs the Corporate Business Plan. The role of the Place Plan within the City of Vincent Integrated Planning and Reporting Framework is illustrated below.



PICKLE DISTRICT PLACE PLAN | 5



THE PICKLE DISTRICT

Each of the City of Vincent town centres has a town team. The Pickle District is unique in that it is not a designated town centre, but a town team has established as an advocate for the area. Town teams are independently formed incorporated bodies that aim to make their respective town centres and areas the best places they can possibly be. The town teams are not an affiliate of the City, but do receive funding for community driven initiatives. The town teams are made up of a diverse range of members that include business owners, land owners, local residents and town centre visitors. Each town team member brings a different set of skills, interests, and life experiences to the table and these collectively shape the direction, composition, and identity of the six town teams.

The town teams and the City enjoy a symbiotic relationship. The City engages directly with each town team on a variety of issues that are specific to their respective areas and the town teams are able to effectively communicate issues, solutions, and ideas to the City through their strategic action plans. The City works collaboratively with the town teams to deliver locally based activations and events, physical improvements, and economic and community development initiatives.

The Pickle District is the town team operating in the West Perth area. The Pickle District's Action Plan outlines a range of guiding principles and key projects to improve the area.

PLACE PLAN PROCESS

The Place Plan enables the range of initiatives identified in the City's suite of informing strategies and plans, and The Pickle District's Action Plan, to be filtered, prioritised and resourced appropriately.

Some of the City's informing strategies and plans provide high level guidance for the direction and type of initiatives the City should be undertaking, while others provide specific actions.

The Place Plans provide a place based filter and cross-directorate lens on these strategies and plans to enable a robust, planned, and integrated approach to project identification and delivery.

Prior to being confirmed as a new action in the Place Plan, proposed initiatives and projects are cross checked against the vision and priorities set in the Strategic Community Plan and the following three sources:

- A.** Local needs and wants (City strategies and plans and town team action plans);
- B.** Best practice; and
- C.** Data (collected through the implementation of the Town Centre Performance Measurement Strategy).

The process in which Place Plan actions are filtered is illustrated in the adjacent diagram.



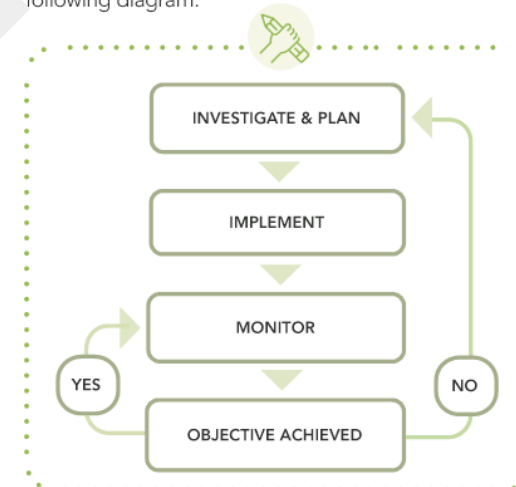
The Place Plan outlines the implementation schedule for all of the actions to be undertaken in the Pickle District. These may include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects, and policy and procedural improvements.

The Place Plan actions are organised into six sections which align with the six priorities of the Strategic Community Plan.

While the City remains responsible for planning and delivering the actions identified in the Place Plan, The Pickle District town team is considered a key stakeholder and will be given opportunity to be involved in the ongoing development of the Place Plan actions.

The Place Plan is implemented, reviewed and updated annually. This allows the progress of actions to be reported on, including updating actions to reflect where they are in the action delivery cycle, and for newly identified actions to be included.

The Place Plan action delivery cycle is illustrated in the following diagram.



INFORMING STRATEGIES & PLANS

The City's Strategic Community Plan 2018 – 2028 identifies the community's vision and strategic priorities, as identified through the Imagine Vincent engagement campaign. The Place Plan actions are designed to respond to at least one priority, while many respond to multiple. Each action has been listed under the priority that is most applicable to the objectives of the action. The Place Plan is also informed by the following strategies and plans which have been developed through community engagement and previously adopted by Council.

 <p>GREENING PLAN 2018 – 2023</p> <p>Actions 1.2, 2.2 and 4.1 have the opportunity to increase tree canopy, native plantings, and green the Pickle District.</p>	 <p>DISABILITY ACCESS AND INCLUSION PLAN 2017 – 2022</p> <p>Actions 4.1 and 6.2 have the opportunity to improve equitable access to buildings and infrastructure.</p>	 <p>ECONOMIC DEVELOPMENT STRATEGY 2011 – 2016</p> <p>Each action in the Place Plan aims to support economic development in the Pickle District.</p>
 <p>SUSTAINABLE ENVIRONMENT STRATEGY 2019 – 2024</p> <p>Actions 1.1, 1.2, 2.2, 4.1 and 5.1 have the opportunity to support urban greening and biodiversity, and increased use of public and active transport modes.</p>	 <p>RECONCILIATION ACTION PLAN INNOVATE 2019 – 2021</p> <p>Actions 2.3, 3.2 and 4.2 have the opportunity to celebrate Noongar artwork, culture and language in public spaces.</p>	 <p>YOUTH ACTION PLAN 2020 – 2022</p> <p>Action 3.2 has the opportunity to provide opportunities for young people to connect with each other and the broader community, and support our youth to be strong, healthy, safe and active.</p>
 <p>SAFER VINCENT 2019 – 2022</p> <p>Actions 2.2, 4.1 and 4.2 have the opportunity to support safer spaces, community connection, and apply Crime Prevention through Environmental Design (CPTED) principles.</p>	 <p>PUBLIC OPEN SPACE STRATEGY</p> <p>Action 1.2 have the opportunity to maximise the value of open spaces for the community through improved amenity, respond to the impacts of development and population growth, and improve access to and functionality of open space.</p>	 <p>PUBLIC HEALTH PLAN 2020 – 2025</p> <p>Each action in the Place Plan aims to support the Public Health Plan, specifically the social, built, and natural environment pillars.</p>



ARTS DEVELOPMENT ACTION PLAN 2018 – 2020

Actions 2.2, 2.3, 3.2, 4.2 and 6.1 have the opportunity to support the arts and creative economy in the Pickle District.



DRAFT ACCESSIBLE CITY STRATEGY 2020 – 2030

Actions 2.1-2.5, 4.1 and 4.2 have the opportunity to make getting around the Pickle District safe, easy, environmentally friendly, and enjoyable.



DRAFT ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY

Each action in the Place Plan aims to support the Asset Management and Sustainability Strategy vision to plan and manage our resources and assets in an efficient and sustainable manner.

READING THIS DOCUMENT

All the projects and initiatives being undertaken in the Pickle District are listed as 'actions'. Each action is explained using the following three step process:



STEP 01 DIAGNOSIS

Diagnosing the issue or opportunity evident in the Town Centre. These may be identified in an informing strategy or plan, as an opportunity to achieve best practice or through the analysis of data..



STEP 02 ANALYSIS

Analysing the detail of the issue or opportunity to understand the best approach to solve the issue or seize the opportunity.



STEP 03 SOLUTION

Proposing a solution that solves the issue or seizes the opportunity.



ENHANCED ENVIRONMENT



ACCESSIBLE CITY



CONNECTED COMMUNITY



THRIVING PLACES



SENSITIVE DESIGN



INNOVATIVE & ACCOUNTABLE

The Place Plan highlights the broad range of projects and initiatives the City is undertaking to support and improve the Pickle District.

The Implementation Framework sets out the actions, time frames and the responsible teams for the delivery of all of the identified actions.

01. ENHANCED ENVIRONMENT

Sets out the actions and projects which assist the City to make the best use of our natural resources for the benefit of current and future visitors, residents, and businesses of the Pickle District.

ACTION 1.1 BUSINESS COMMUNITY SOLAR

Diagnosis	There is currently low uptake of solar in the business community compared to the residential sector.
Analysis	<p>Growth in business community solar is a high growth area of solar investment in the next decade. The low uptake of solar is primarily due to owners of the properties not being the operator who receives the power bill. However, there are a significant number of options available to enable business owners and building owners to mutually benefit through the installation of solar. Options for tenants are currently limited and in all cases need the building owner's cooperation and permission to proceed.</p> <p>The City of Vincent currently has significant understanding of how these options work, including direct installation in facilities or creating a Purchasing Power Agreement (PPA). For business that operate during the day, installation of solar will pay for itself in 2-3 years where it is directly used on site.</p> <p>The City is currently in the process of working with tenants to identify mutually beneficial mechanisms for funding solar on leased facilities.</p>
Solution	Engage with local business owners directly and through the town team, to communicate the benefits of solar and support the business community in implementing solar initiatives.



ACTION 1.2 OLD ABERDEEN PLACE VERGE PLANTING

Diagnosis	The verge along Old Aberdeen Place is closely bound by the on-ramp to the Graham Farmer Freeway. The verge has a number of established trees, but the area closest to Cleaver Street generally consists of weeds and loose rocks and is not maintained to a high standard.
Analysis	<p>There is an opportunity to improve the maintenance and planting on the verge near Cleaver Street to bring it in line with the City's managed and maintained streetscapes.</p> <p>The Pickle District Action Plan (Proposition Three and Action 3) identifies the opportunity to incorporate native landscaping and increase vegetation to transform this area into a community space.</p>
Solution	Install garden beds and planting along the Old Aberdeen Place verge.

02. ACCESSIBLE CITY

Sets out the actions and projects which enhance connectivity, improve the use of public transport, deliver parking efficiencies, and create a more pedestrian and cycle friendly Pickle District.

ACTION 2.1 SAFE ACTIVE STREET UPGRADES

Diagnosis	The Pickle District is not well serviced from an active transport perspective. The area is bound by the Graham Farmer Freeway, Newcastle, Loftus, and Charles Streets, which are often barriers to those seeking to use active forms of transportation. The Principle Shared Path abuts the Pickle District, but bypasses the area to the south.
Analysis	A Safe Active Street along Golding Street will connect to the Principle Shared Path at Old Aberdeen Place, and continue to Strathcona Street and Carr Street. The upgrade will focus on: <ul style="list-style-type: none"> Improving access to Beatty Park Leisure Centre, Leederville Town Centre, and Perth City; Reduce speed on Golding Street to 30km/h; Connect residents, businesses, and visitors; and Increase accessibility to the Pickle District.
Solution	Plan and implement the Safe Active Street upgrades on Golding Street and Strathcona Street.

ACTION 2.2 CLEAVER MAIN STREET

Diagnosis	The Pickle District does not have a traditional main street and is largely characterised by the former light industrial land uses. It lacks the amenities found in the City's town centres, including greenery and canopy cover, seating and street furniture.
Analysis	<p>As the Pickle District transforms and the land uses change and evolve, streetscape improvements should be made to meet the needs of local businesses, residents and visitors.</p> <p>The 'Cleaver Main Street' streetscape upgrade aims to create an improved main street for the Pickle District. The project will create a sense of place, encourage people to linger longer, and support the growing creative and artistic community in the area.</p> <p>The upgrades include road resurfacing, central median tree planting, street furniture including seating, bicycle parking and bins, and improvements to the footpath such as 'Artlets' to create opportunities and space for art.</p> <p>The Pickle District Action Plan (Proposition Two and Action 6 and 12) identifies the opportunity to experiment with design and art ideas to improve Cleaver Street.</p> <p>In the future, there is the opportunity to improve the lighting and access to power, to further enable Cleaver Street to be a central gathering place and hub of activity.</p>
Solution	Implement the Cleaver Main Street streetscape upgrade and collaborate with The Pickle District to deliver initiatives on Cleaver Street.



12 | CITY OF VINCENT

ACTION 2.3 DRUMMOND PLACE LOFTUS STREET CONNECTION**Diagnosis**

Drummond Place ends as a cul-de-sac where it approaches Loftus Street and there is not a path to connect the two streets for pedestrians or cyclists.

Analysis

The end of Drummond Place is approximately 15 metres from the Loftus Street footpath, but there is not a pedestrian or cycling connection between the two streets. The steep incline and sandy verge make it difficult for those wishing to use this as an access point in or out of the Pickle District and inaccessible to those with differing abilities.

A connection bringing the two footpaths together would provide better access to the Pickle District, the Leederville Town Centre or across the Graham Farmer Freeway without travelling to Newcastle Street or the Principle Shared Path.

The Pickle District Action Plan (Proposition Three) identifies the opportunity to improve connections into the precinct and create a connection from Drummond Place to Loftus Street.

Solution

Investigate options to create a connection between Drummond Place and Loftus Street for pedestrians and cyclists.

ACTION 2.4 DRUMMOND PLACE UNDERPASS

Diagnosis	Loftus Street is a major impediment to pedestrian movement, and the feasibility of a well-designed pedestrian underpass could be investigated.
Analysis	There is an identified opportunity in Leederville Town Centre, to use the Water Corporation drainage reserve as an attractive, pedestrianised link through the centre of Leederville, and to link Leederville with the Pickle District.
	This link through Leederville could continue across the current Water Corporation site, and connect with Drummond Place in the Pickle District.
	An underpass link could create an opportunity for greater connections between the Pickle District and Leederville, while overcoming the barrier Loftus Street currently presents. An underpass would complement other Place Plan actions and projects which seek to create a welcoming environment and improve pedestrian connections.
Solution	The Pickle District Action Plan (Proposition Three) identifies the opportunity to improve connections and welcome people into the precinct across Loftus Street.
	Investigate the feasibility of an underpass to connect Drummond Place to Leederville.

ACTION 2.5 WAYFINDING STRATEGY

Diagnosis	Wayfinding in Vincent's town centres is cluttered, unclear and limited.
Analysis	Wayfinding is a critical component to the legibility and walkability of a place. Wayfinding can help determine how people decide to move through spaces. The decisions people make when moving through places are guided by architecture, urban design, landmarks and views.
	Wayfinding in Vincent's Town Centres has significant room for improvement. An over proliferation of signage and styles compete for attention and can result in confusion. Moreover, the previous Wayfinding Signage Strategy (2012) has an emphasis on vehicles and car parking.
	A Wayfinding Strategy should be prepared to: <ul style="list-style-type: none"> • Create a comprehensive, clear and consistent visual communication system with concise messaging; • Only include the information that is relevant to the space, location and navigation path; and • Focus on active transportation mode users, particularly pedestrians.
Solution	Develop a Wayfinding Strategy.



03. CONNECTED COMMUNITY

Sets out the actions and projects which contribute to the Pickle District's unique sense of place, and encourage the community to connect with each other to enhance their quality of life.

ACTION 3.1 TOWN TEAM GRANT PROGRAM

Diagnosis	Town teams require financial support to deliver outcomes for their respective town centres and places and to make themselves more sustainable entities.
Analysis	Town teams can access grant funding through the Town Team Grant Program. This funding can be used to facilitate events, activities and/or initiatives that engage the local community, contribute to the local economy or improve the sustainability of the town team.
Solution	Manage the Town Team Grant Program.



ACTION 3.2 NAIDOC WEEK

Diagnosis	In 2018 the City hosted its inaugural NAIDOC Festival at Hyde Park and again in 2019. The City has committed through Action 7 of the 2019-2021 Innovate Reconciliation Action Plan to host an annual NAIDOC Festival.
Analysis	<p>Since the launch of the City of Vincent's 2017-2018 Reflect Reconciliation Action Plan, the City has strengthened its relationship with the local Noongar community and celebrated Noongar culture and tradition through numerous events, activities and workshops.</p> <p>The Pickle District is emerging as a community of creatives, with new opportunities for art and expression. There are a number of venues and locations within the area that can host NAIDOC Festival celebrations.</p> <p>The planning for the 2020 NAIDOC Festival was disrupted by the Covid-19 pandemic. As part of the Vincent Rebound Plan recovery, a trial of the NAIDOC Festival celebrations occurred in the Pickle District from 8-15 November 2020. The relocated celebrations were a success and involved collaboration between the local Noongar community, local businesses, The Pickle District and the City.</p> <p>This supports Action Five within The Pickle District's Action Plan.</p>
Solution	Create a hub for NAIDOC activity in the Pickle District by delivering the program in partnership with Aboriginal stakeholders, The Pickle District, and business owners.





04. THRIVING PLACES

Sets out the actions and projects which assist the City to create, enhance, and promote great places and spaces in the Pickle District in order for it to reach its activation and economic potential.

ACTION 4.1 STREETScape AUDIT	
Diagnosis	<p>The development of the area as a former light industrial and manufacturing area has resulted in the Pickle District lacking in streetscape amenities, including seating, public bins, bicycle parking and plantings.</p>
Analysis	<p>The City understands the importance of canopy cover, street furniture, and streetscape amenities, and the role they play in encouraging people to linger longer.</p> <p>In 2019, the Pickle District saw some streetscape improvements with new street trees planted in the footpath along Cleaver Street and Golding Street.</p> <p>An audit following the Cleaver Main Street streetscape upgrade should be undertaken to determine any current deficiencies in the streetscape and identify opportunities to build on the Pickle District's evolving and unique character. This could include additional planting, beautification, urban design improvements, street art, and street furniture rationalisation and upgrades.</p>
Solution	<p>Undertake a streetscape audit to determine opportunities for streetscape improvements.</p>

ACTION 4.2 ART FOR ARTLETS

Diagnosis	The upcoming Cleaver Main Street streetscape upgrade will create dedicated space for art within the Cleaver Street footpath.
Analysis	<p>The Pickle District has a number of galleries, studios, and creative spaces, which have a strong focus on the arts and the Cleaver Main Street streetscape upgrade will provide spaces for future public art in the public realm.</p> <p>There is an opportunity to work with The Pickle District to curate unique and interesting art pieces to be located in the artlets.</p>
Solution	Collaborate with The Pickle District to curate and deliver artwork in the Cleaver Main Street artlets.

ACTION 4.3 PICKLE DISTRICT ENTRY STATEMENT

Diagnosis	The Pickle District is bounded by major roads and for a person unfamiliar with the Pickle District, there is not any visible distinction that this area is unique to the surrounding areas.
Analysis	<p>An entry statement to the Pickle District would provide greater visibility to the Pickle District, by creating interest and a focal point. It also could establish to a visitor that they have entered a unique and interesting precinct with an emphasis on arts.</p> <p>The Pickle District Action Plan (Action 4) identifies opportunities for artistic entry statements at key focal points on Cleaver Street, Douglas Street, sites facing the Freeway, Loftus Street and/or Newcastle Street and the potential for these to include sculptures, murals and/or neon signage.</p>
Solution	Investigate opportunities for an entry statement into the Pickle District.

ACTION 4.4 SCULPTURE WALK

Diagnosis	The Pickle District's emerging creative and event spaces have many offerings, but surrounding residents and visitors are often unaware of how close the Pickle District is to Leederville Town Centre.
Analysis	<p>There is an opportunity to establish and curate a sculpture walk within the Pickle District, which connects to Leederville Town Centre.</p> <p>A sculpture walk could draw more people between the areas, particularly those which may not know about the proximity of the two places and the opportunities in each destination.</p> <p>The Pickle District Action Plan (Action 4 and Proposition Three) identify opportunities:</p> <ul style="list-style-type: none"> • for artistic sculptures at key points facing the freeway; • opportunities to celebrate Old Aberdeen Place as the spiritual heart and a new meeting space for social gatherings; and • opportunities to welcome people into the precinct with improved access and wayfinding.
Solution	Investigate a location for a sculpture walk to better connect the Pickle District with the Leederville Town Centre.



05. SENSITIVE DESIGN

Sets out the actions and projects which assist the City encourage unique, high quality developments that respect and respond to the character and identity of the Pickle District.

ACTION 5.1 PLANNING FRAMEWORK

Diagnosis

The Pickle District is currently evolving with a change in land uses and new creative businesses emerging in former light industrial warehouses.

Through the planning framework, the City can identify opportunities to further encourage investment and revitalisation in the Pickle District, while retaining what makes the area unique and interesting.

Analysis

The Pickle District Action Plan (Action 11) identifies the opportunity to bring together all landowners, The Pickle District members and the City of Vincent to discuss a long-term vision for the Pickle District to guide the direction of any potential changes required to the planning framework.

Changes to the planning framework might include changes to the City's policies, a Local Planning Scheme amendment or a Metropolitan Region Scheme amendment.

Planning framework changes have varying process requirements and enable various different outcomes in both the short and longer term. The City needs clear direction for the Pickle District as it transitions to a high density mixed use area.

Solution

Host a visioning workshop for owners and occupiers of the Pickle District and analyse the findings to develop a vision and objectives for the future.

06. INNOVATIVE & ACCOUNTABLE

Sets out the actions and projects which assist the City support the community to realise its vision. To achieve this, we will be an organisation that manages resources well, communicates effectively, and takes our stewardship role seriously.

ACTION 6.1 SUPPORTING CREATIVE SPACES

Diagnosis	Urban affordability and gentrification are significant threats to the Pickle District's growth as a creative arts precinct.
Analysis	<p>Creative businesses are one of the key attractions of the Pickle District and what makes it a distinctly different experience from other inner city areas.</p> <p>In a post pandemic environment, the Perth residential property market has seen historically low interest rates and residential vacancies. With increasing demand for residential and mixed use development in inner city locations, there is concern that an increasingly competitive market may price artists and creatives out of the Pickle District.</p> <p>Urban affordability and the inability to retain inner city creative spaces is an issue that is not unique to the City. There is an opportunity to share learnings and collaborate with other inner city local governments to determine options to support the retention of artistic and creative spaces in inner city locations.</p>
Solution	Work collaboratively with inner city local governments to identify incentives and support mechanisms to retain and establish creative spaces in the Pickle District.





ACTION 6.2 PUBLIC BUILDINGS	
Diagnosis	<p>The Pickle District is known for the historic light industrial buildings. As new tenants move into the area and buildings are repurposed, there are planning, building and public health requirements to be met. These requirements are different for uses such as galleries or event spaces where people gather, so that accessibility, safety and amenity are considered.</p>
Analysis	<p>The Pickle District is becoming known for the high quality events. These events can occur in indoor spaces, but only if approved as a public building for people to gather.</p> <p>State and Commonwealth Government legislation and standards apply to event spaces, which set minimum standards for safety, amenity, ventilation, emergency access and egress.</p> <p>Many buildings in the Pickle District have potential to become successful event spaces. There is an opportunity to examine how the City is able to help businesses can meet their obligations; providing unique venues while also ensuring public safety, amenity and accessibility are achieved.</p>
Solution	<p>Proactively engage with Pickle District businesses to ensure they are informed of planning, building and public health requirements; assist to provide options to achieve approvals; and seek advice from State Government agencies on how to support businesses to achieve compliance.</p>

07. IMPLEMENTATION FRAMEWORK

PICKLE DISTRICT PLACE PLAN IMPLEMENTATION FRAMEWORK							
KEY ACTION / PROJECT		RESPONSIBLE TEAM	SUPPORT TEAM	TIMING			
				21/22	22/23	23/24	24/25
PRIORITY AREA 1: ENHANCED ENVIRONMENT							
1.1	Engage with local business owners directly and through the town team, to communicate the benefits of solar and support the business community in implementing solar initiatives.	CEO	S&D		✓	✓	✓
1.2	Install garden beds and planting along the Old Aberdeen Place verge.	I&E	S&D	✓	✓	✓	✓
PRIORITY AREA 2: ACCESSIBLE CITY							
2.1	Plan and implement the Safe Active Street upgrades on Golding Street and Strathcona Street.	I&E	S&D	✓	✓		
2.2	Implement the Cleaver Main Street streetscape upgrade and collaborate with The Pickle District to deliver initiatives on Cleaver Street.	I&E	S&D	✓			
2.3	Investigate options to create a connection between Drummond Place and Loftus Street for pedestrians and cyclists.	S&D	I&E		✓		
2.4	Investigate the feasibility of an underpass to connect Drummond Place to Leederville.	I&E	S&D			✓	✓
2.5	Develop a Wayfinding Strategy.	S&D	I&E	✓			
PRIORITY AREA 3: CONNECTED COMMUNITY							
3.1	Manage the Town Team Grant Program.	S&D	I&E/C&B	✓			
3.2	Create a hub for NAIDOC activity in the Pickle District by delivering the program in partnership with Aboriginal stakeholders, The Pickle District, and business owners.	C&B	S&D	✓	✓	✓	✓
PRIORITY AREA 4: THRIVING PLACES							
4.1	Undertake a Streetscape Audit to determine opportunities for streetscape improvements.	S&D	I&E	✓			
4.2	Collaborate with The Pickle District to curate and deliver artwork in the Cleaver Main Street artlets.	S&D	I&E/C&B	✓	✓	✓	✓
4.3	Investigate opportunities for an entry statement into the Pickle District.	S&D	C&B	✓			
4.4	Investigate a location for a sculpture walk to better connect the Pickle District with the Leederville Town Centre.	S&D	I&E		✓	✓	
PRIORITY AREA 5: SENSITIVE DESIGN							
5.1	Host a visioning workshop for owners and occupiers of the Pickle District and analyse the findings and develop a vision and objectives for the future.	S&D	C&B	✓			
PRIORITY AREA 6: INNOVATIVE & ACCOUNTABLE							
6.1	Work collaboratively with inner city local governments to identify incentives and support mechanisms to retain and establish creative spaces in the Pickle District.	S&D	CEO	✓	✓		
6.2	Proactively engage with Pickle District businesses to ensure they are informed of planning, building and public health requirements; assist to provide options to achieve approvals; and seek advice from State Government agencies on how to support businesses to achieve compliance.	S&D	CEO	✓	✓	✓	✓

Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO)



CITY OF VINCENT

Administration and Civic Centre

A: 244 Vincent St, Leederville WA 6007

T: 08 9273 6000




E: mail@vincent.wa.gov.au

W: vincent.wa.gov.au



@cityofvincent

9.3 ACCESSIBLE CITY STRATEGY - OUTCOMES OF ADVERTISING

- Attachments:**
1. **Submission Report**  
 2. **Accessible City Strategy**  

RECOMMENDATION:**That Council:**

1. **ADOPTS the Accessible City Strategy 2020-2030; and**
2. **NOTES the adopted Accessible City Strategy 2020-2030 will be subject to further formatting, styling and graphic design as determined by the Chief Executive Officer prior to publication.**

PURPOSE OF REPORT:

For Council to consider the City's responses to public submissions, and to consider adopting the updated Accessible City Strategy 2020-2030.

BACKGROUND:

Transport systems are crucial in creating connection and supporting opportunities for people to access all aspects of daily life, including work, education, shopping, leisure, healthcare and other services.

The Accessible City Priority of the City's Strategic Community Plan (SCP) identifies the need to create a future plan for the transport network which has an integrated approach in order to guide the City's future transport infrastructure and advocacy. Council appointed Cardno at its meeting on 16 October 2018 to commence the Accessible City Strategy (ACS).

The City has not previously had an overarching strategic document to holistically guide changes to the transport network. The ACS presents an opportunity to integrate planning and transport to support economic, environmental and social activities, in a safe, easy, connected, environmentally friendly and enjoyable City.

In the current context, private vehicles frequently offer the most convenient and attractive way to get around. This is typically due to historic patterns of car-centric considerations and design. As the growing environmental costs of transport are recognised, active and sustainable transport options are becoming increasingly important.

The City began the process of developing the ACS by undertaking a series of investigations inclusive of community and key stakeholder engagement to identify the strengths, weaknesses, opportunities and threats (SWOT) associated with the existing transport and land use network. In line with the result of this investigation, the ACS has been developed.

The draft Accessible City Strategy 2020-2030 (draft ACS) was approved by Council for public advertising on 13 October 2020.

The intent of the consultation was to gain feedback on:

- a) Whether the vision and objectives of the draft ACS align with community expectations;
- b) Whether the proposed actions are important to our community, and what impact they might have; and
- c) Whether we missed anything.

DETAILS:

The draft ACS was advertised from 3 December 2020 to 19 February 2021 via the following methods:

- Notice in a local newspaper;
- Notices on the City's website, social media and e-newsletter;
- Dedicated project page on Imagine Vincent, providing opportunity to comment generally or fill out a survey;

- Notices at the City's Administration Centre and Library;
- Distribution of flyers around key locations in Vincent;
- Targeted engagement with key stakeholders; and
- An open day workshop inviting people to comment in person on the draft ACS.

The results of the public consultation period are as follows:

- Unique page views – 396
- Document downloads – 172
- Survey participants – 43
- Email submissions – 10

Responses via the survey and email submissions were generally supportive of the intent of the draft ACS, with many suggestions on how to make the document clearer, which actions to prioritise, and which actions aren't as important.

A submission report is included as **Attachment 1**. In the report, each page comprises an action, a chart showing the importance of the action, a summary of the comments received in relation to that action, Administration's response to the comments, and any proposed changes to the ACS as a result.

There were a series of changes were made to the ACS as a result of the comments received, with 5 key changes as follows:

1. Comments demonstrated general support for the vision and objectives, with some suggestions that the City should also be aiming for physical and mental health improvements, and consistency in application of the ACS.

Administration agrees that these are important to highlight, especially since a number of the proposed actions work towards this outcome. As a result, the ACS has been modified to include 'healthy' and 'consistent' in the objectives.

2. 58 percent of respondents supported reducing speed limits to 40km/h on residential streets, 28 percent did not support it, and 14 percent were unsure. Comments on this item suggested the results of the trial did not show a sufficient change to broaden the speed reduction to the rest of the City. Comments also suggested there were alternative methods to get the desired outcome.

Administration agree that there is more that could be done to support this action, specifically around infrastructure improvements, education, and data collection. For that reason, the ACS includes a number of different actions that work to support a 40km/h speed limit. In order for the 40km/h speed limit to be successful in reducing speeds, other actions such as preparing the Link and Place Guidelines should be prioritised in the near future. Administration does not agree with comments that there is unlikely to be any increase in safety, as evidence from around the world demonstrates that reduced speeds lead to fewer and less serious crashes. No changes are proposed to this action.

3. Comments suggested that some actions are outside of the City's control, such as improving east-west public transit connectivity, and implementing a carbon emissions budget.

Administration agree that east-west public transit can only be improved by the Public Transport Authority. The wording of that action is recommended to be changed to give the City more of an advocacy role in this regard. In terms of a carbon emissions budget, it would be appropriate for the City to adopt its own budget, as is identified in the City's Sustainable Environment Strategy; however, applying this to the local government area would likely be unachievable on such a small scale. The wording of this action has been changed so the City advocates for introduction of an emissions budget at a State or Federal level.

4. Comments suggested that some actions were unclear, or that the explanation of an action was inconsistent with the action itself.

Administration agree that some actions were unclear or mismatched with their explanation. Changes have been made throughout the document to improve clarity and consistency.

5. Some comments also suggested that 'accessibility for all' was not clear enough.

Changes have been made to the wording of pedestrian and cycling actions to ensure that accessibility for all is identified as a priority.

Some comments made also referred to the background section of the draft ACS. These have been outlined as per **Attachment 1** and relevant changes made to the ACS. The modified ACS showing all of the above changes is included at **Attachment 2**.

CONSULTATION/ADVERTISING:

The next phase of consultation will commence when undertaking each identified action in the ACS. The consultation for each project will be determined on a case-by-case basis.

Consultation on the ACS itself will occur during the major review in 2025.

LEGAL/POLICY:

The ACS is intended to respond to the City's existing strategies and policies. From a strategic perspective, the ACS aligns with, clarifies and supports the following already established positions:

- Strategic Community Plan 2018-2028;
- Sustainable Environment Strategy 2019-2024;
- Greening Plan 2018-2023; and
- Local Planning Strategy 2014.

From a policy/action plan perspective, the ACS is intended to guide the review of the Bicycle Network Plan (2013) and the Precinct Parking Management Plans (2009) and replace the Car Parking Strategy (2008).

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to adopt the ACS. The vision and objectives of the ACS are guided by community sentiment and each of the actions have been determined based on quantitative evidence and advice from an expert transport engineering firm. Some actions within the ACS will require further risk analysis during the scoping phase to determine their feasibility and scale.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use. We have better integrated all modes of transport and increased services through the City. We have embraced emerging transport technologies.

Connected Community

We are an inclusive, accessible and equitable City for all.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

*Sustainable Transport***PUBLIC HEALTH IMPLICATIONS:**

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

The approximate total cost of the standalone project items included in the ACS' 10 year Implementation Plan is \$3,065,000. This includes staff resourcing to deliver on these actions.

The first year of implementation and associated resourcing has an approximate cost of \$425,000. This is being funded through carry-forward budget from the 2020/21 financial year, 2021/22 capital expenditure budget, the City's Cash in Lieu Reserve and secured Main Roads funding. The ongoing cost of implementing the ACS will continue to be funded through these channels, as well as other external funding opportunities.

COMMENTS:

The ACS is the City's first integrated transport planning document. It is a crucial part of ensuring connection and opportunities for all people to access aspects of daily life including work, education, shopping, leisure, healthcare and other services. The ACS will be implemented through the completion of its many actions. The City will decide through its annual budget process which actions will be completed each year. The ACS will be reviewed annually, with a major review to occur in 2025.

Draft Accessible City Strategy Consultation Summary

The following summarises the submissions which have been received in response to consultation undertaken for the draft Accessible City Strategy.

A summary of the response provided to each question asked as part of the survey has been included. Where submissions did not respond directly to the survey, the submission provided has been associated with the relevant action. The City's response to the submissions and any resultant changes have also been included.

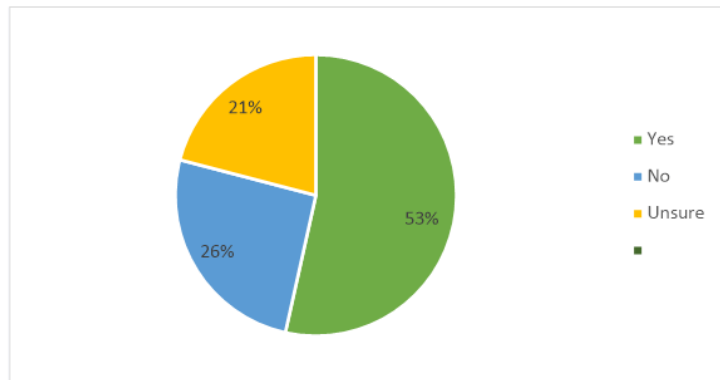
A graph showing how each action has been prioritised by submitters has also been included. This will inform the implementation of the actions following formal adoption of the draft strategy. Where actions have been listed together in the draft Accessible City Strategy, the City response and suggested changes have been listed together.

Table of Contents

<i>Vision and Objectives</i>	<i>2</i>
<i>40km/h Action</i>	<i>5</i>
<i>Objective 1: Create a safe transport environment.</i>	<i>7</i>
<i>Objective 2: Ensure consistent accessibility and connectivity into, around, and beyond Vincent.</i>	<i>24</i>
<i>Objective 3: Promote environmentally friendly and healthy transport modes and initiatives.</i>	<i>42</i>
<i>Objective 4: Make it enjoyable to get around the local area.</i>	<i>61</i>
<i>Mode Shift</i>	<i>72</i>
<i>General Comments (summarised)</i>	<i>73</i>

Vision and Objectives

Overall, do you support the draft Accessible City Strategy?



Vision: The City of Vincent puts people first. Getting around is safe, easy, environmentally friendly and enjoyable.

Do you have any thoughts or comments about the draft Vision?

Response:

General Commentary:

- The vision is too specific.
- The City will need to make some overarching decisions and changes which enhance amenity, safety and general conditions around the City for mode shift to successfully occur.
- Budgets should be better spent.
- City of Vincent people should be prioritised.

- The Vision needs to apply to the whole City and should not prioritise singular streets.
- It is unclear how the goals and ideas shared in the draft strategy will change people's travel behaviour as the transport network is so heavily influenced by through traffic.
- The vision goes beyond what the City has influence over, the City has limited resources which could be used elsewhere within the local government scope.
- Consider including the term consistency in the Vision.
- Consider revision the term enjoyable to pleasant or comfortable.
- The term healthy should be added, this is reflective of both physical and mental health.
- The vision implies prioritising pedestrians, but 'people' do use cars. There is ambiguity in who is being prioritised. The Vision needs to be more explicit about saying "The City of Vincent puts vulnerable road users first", this will better represent the prioritisation of pedestrians, cyclists, and people with disabilities.

For:

- People first.
- General support.

Against:

- The document is idealistic and does not address the core problem, which is the volume of traffic, not speed on our local streets.
- People are unlikely to care about the vision.
- The vision isn't a true representation of the intent of the draft strategy. The true vision is to reduce the enjoyability of driving through Vincent.
- The strategy ignores those who desire free flowing traffic and want to drive.
- Consideration is only given to those people who want to be pedestrians and use active modes of transport.

City Response:

Submissions provided for the draft vision of the document extended beyond the Vision itself and covered all areas of the draft strategy. Where comments better related to any of the actions, these comments were fed into the response to the specific action rather than the Vision.

There was a general level of support for the vision. Minor modifications were recommended through submissions for inclusion in the wording of the vision. The terms 'healthy' and 'consistency' both hold important value as part of the strategy. One of the outcomes of improved pedestrian amenity should be increased health both physical and mental. Consistency is an important factor as it ensures the strategy will be applied across the City in the same manner and achieve high quality outcomes that benefit both residents and visitors in Vincent. These have not been included in the vision as it is representative of the four main objectives of the strategy but have been incorporated as part of a revision to the objectives. This ensures that they are still captured as part of the draft strategy and guide the intent of the actions.

Concern was raised in submissions over how the vision would create mode shift. Mode shift is intended to be achieved through the implementation of the draft strategy as a whole which is guided by this vision. The transport network is reliant on achieving a balance between pedestrian demands and the requirements of other modes. The draft strategy explores the current provision for transport and compares this infrastructure to the current and future needs of the community, across all transport modes to support the long-term success and viability of Vincent.

The main 'vision' and 'objectives' of the ACS supported by the 'strategies' and 'actions' seek to create a more liveable, sustainable, healthy, equitable, and prosperous Vincent through placing emphasis on walking cycling and public transport.

Concern has been raised over the ambiguity of the term 'people'. The Vision and objectives should be able to stand alone without the user needing to read the entire document. For this reason, the vision is to remain the same, but a change

be made to objective four to highlight the users which are to be prioritised being pedestrians, cyclists and active transport users as these users are most vulnerable within the transport network.

Some submissions which disagreed with the vision and the intent of the draft strategy. At the moment, transport engineering and planning prioritise those who drive. The City's aim is to more favourably shift the balance to prioritise pedestrians, cyclists and public transport users for the many reasons outlined in the draft ACS. In most cases, supplying high quality paths, public spaces and public transport is not enough to encourage mode shift, so there will need to be times when we actively make it less convenient or comfortable to drive (such as slowing traffic speeds).

Recommended changes (as highlighted in red):

No changes recommended.

Objectives:

1. **Create a safe transport environment.**
2. **Ensure accessibility and connectivity into and around Vincent.**
3. **Promote environmentally friendly transport modes and initiatives.**
4. **Make it enjoyable to get around the local area.**

Do you have any thoughts or comments about the draft objectives?**Response:****General Commentary:**

- If the vision addresses the amenity and safety of the streets more holistically the objectives will be achieved.
- The term liveability should be added.
- The objectives will only be valuable if applied to the City as a whole.
- Consideration needs to be given to the connectivity of networks beyond Vincent.
- Adopting the term healthy as part of the vision can then be incorporated into objective three.

For:

- People need to be prioritised, not vehicles.
- Safety should be prioritised.

Against:

- Increased commute time through Vincent will not allow objective four to be met.

City Response:

As stated above, the terms 'healthy' and 'consistency' are to be incorporated into the objectives.

Submissions have indicated that the connectivity of networks needs to extend beyond Vincent. This is important in ensuring that residents can use active transport modes when travelling beyond Vincent and that Vincent is accessible to visitors via efficient active transport modes. As such, this is to be included as part of the objectives.

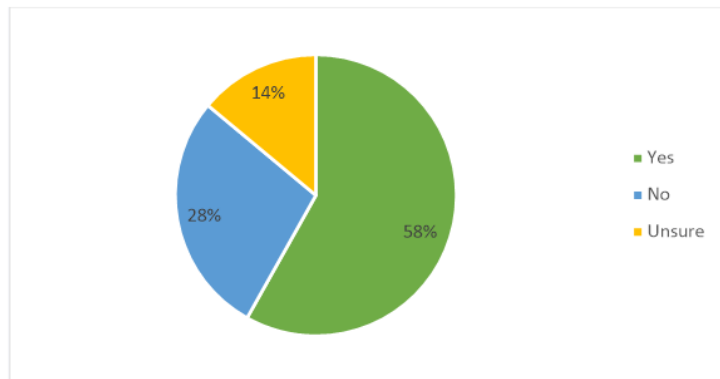
Concern was raised over the how the four objectives would be affected by increased commute time. These four objectives look to achieve mode shift, leading to a more efficient balance of transport modes across the transport network. If this is achieved, then there will be fewer private vehicles using the road network which is currently nearing capacity. In turn, commute times will decrease for those who need to use private vehicles.

Recommended changes (as highlighted in red):

1. **Create a safe transport environment.**
2. **Ensure consistent accessibility and connectivity into, and around, and beyond Vincent.**
3. **Promote environmentally friendly and healthy transport modes and initiatives.**
4. **Make it enjoyable for people (pedestrians, cyclists, and active transport users) to get around the local area.**

40km/h Action

Do you support the reduction in speed limits on residential streets to 40km/h by 2023?



Do you have any thoughts or comments about this action?

General Commentary:

- Speed should be reduced to 40km/h on all streets and 30km/h within 5 years.
- 40km/h is a noble ambition but must be policed.
- The 40km/h trial results do not show a high level of change.
- The 40km/h speed reduction should be focused on high activity areas and not everywhere.
- The interim 40km/h report does not have clear results or provide evidence of effectiveness.
- Local streets should be for residents only.
- The current speeds do not impact cycling and walking in the City.

- Current street geometry doesn't allow you to travel above 40km/h in most instances.
- A reduction in speed should also be considered on the residential portions of major roads.
- Speeds should not be reduced at the cost of practicality.
- This should not be the main action of the strategy as it undermines more high priority actions.
- The action needs to do more than reduce speeds, it should also incorporate infrastructure which supports the reduction in speed.

For:

- The reduction in speed should be introduced sooner than 2023.

Against:

- The reduction in speed won't make the City more liveable, the volume of cars needs to be reduced.
- 40km/h will make travel frustrating and not enjoyable for all.
- Reduced speeds will increase the environmental impact of cars – increased emissions, wear and tear on vehicles, increased noise pollution and general stress on the community.
- Education is more important.
- This action does not encourage mode shift.
- There is the opportunity to address this issue through slow points as opposed to reduced speeds.
- There is no evidence to say it isn't already safe.
- Accessibility in Vincent has been reduced due to increased bike paths, tress, single lanes, 30km/h areas and road closures.

City Response:

Submissions have indicated that further evidence of the reasoning behind the 40km/h action is required. The intent of the action as outline in the draft strategy is as follows; The current 50km/hr speed of local streets creates an unsafe speed variance between active modes of transport and driving. Decreasing vehicle speeds allow mixed-traffic movement networks that become attractive to active

transport users. The higher degree vehicle speeds are reduced, the more attractive, safe and accessible they become.

International research strongly supports lowering speed limits within built up areas to increase driver, pedestrian and cyclist safety and amenity. Reduced speed limits make roads safer for all road users, but they also contribute to more active and liveable neighbourhoods. Some of the benefits of slower speeds are:

- Low speeds encourage better interaction between drivers, pedestrians and cyclists;
- They help create more attractive and connected communities;
- They make neighbourhoods safer;
- The risk of trauma in an accident reduces at slower speeds;
- There is less noise pollution; and
- Slower speeds do not cut travel time significantly.

The intent of the 40km/h is to be a 'steppingstone' to 30km/h on residential streets in line with action 4.1.2.

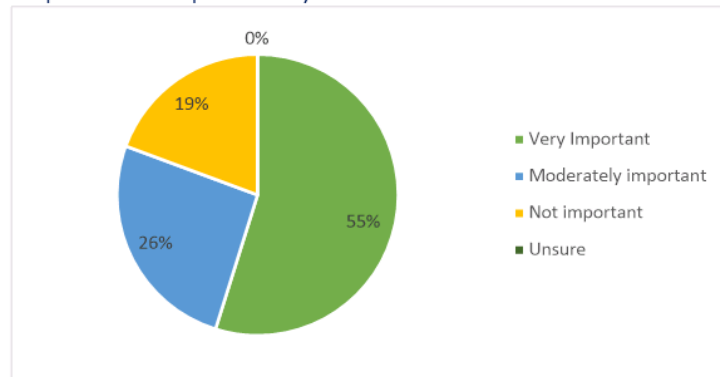
Submission have raised concern over whether there is enough evidence as part of the interim results of the current 40km/h trial to warrant this action. It has been explicitly outlined in the explanation of the action that implementation will take into consideration the results of the trial.

Objective 1: Create a safe transport environment.

Vincent's streets will be safe places for people of all ages and abilities. People will be protected from the risk of moving vehicles. Innovative design will enhance the quality of the public realm without compromising the amenity of our streets for people walking and resting. People are encouraged to shift their routines to more active modes of transport.

Action 1.1.1: Review Vincent's Bike Network Plan taking into consideration relevant State Planning Policy to ensure the provision of a dense network of cycling routes to support cycling as an alternative transport mode to private vehicles.

Response: How important do you think Action 1.1.1 is?



Summary of comments

General commentary:

- Cycle routes need to be improved to encourage mode shift.
- This should be a high priority

Feedback related to the strategy:

- The intent of the action isn't clear.
- Cycling needs to be easier.
- Cycling won't be safe for users unless the issue of rat running, and speeding is resolved.
- The review timeframes should be incorporated into the detail.
- Evidence of cycle usage should be included to ensure this is a valid need.

Feedback related to the development and implementation of the action:

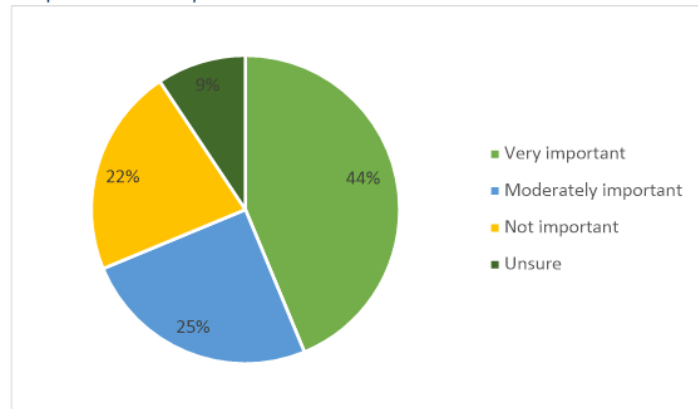
- Consultation for the bicycle network needs to be extensive and reach all residents.
- Vincent Councillors and staff need to experience the bicycle network firsthand.
- Safety for cyclists must be a priority. Where possible designated cycle lanes should be prioritised to support this.
- The plan should build on and support existing cycle infrastructure. The connection between the cycle network needs to be strengthened, getting to the designated network often presents difficulties.
- Cycle routes should be located on main roads.
- Cars and cyclists should not be forced to share the road.
- Cycle lanes are not necessary on residential streets
- There is a conflict between pedestrians and cyclists. Cyclists should be forced to use designated cycle lanes.
- Safe active streets only create a perceived level of safety and do not enforce reduced vehicular speeds making it safe for cyclists.
- Cycle lanes like that on Scarborough beach road have slowed vehicle traffic and created congestion.
- Designated cycle routes are not effective, there should be a push for all local streets to be safe active streets to support safe cycling in Vincent.

Priority areas:

- Norfolk Street

Action 1.1.2: Implement the Bike Network Plan

Response: How important is action 1.1.2?

**Summary of comments****General commentary:**

- This action should be considered a high priority.
- There should be no more bike paths.

Feedback related to the strategy:

- The desire for this action to be implemented is dependent on the results of Action 1.1.1.
- Detail of the timing and cost of the action should be included.
- This action should be implemented prior to the reduction in speed limits on residential streets, ensuring that mode shift is encouraged and supported.

Feedback related to the development and implementation of the action:

- The current network plan is ineffective. A thorough review informed by extensive consultation is required.
- The action should also consider emerging technologies such as E-scooters as infrastructure can either be shared or a conflict can arise between the different modes of transport.

Priority areas:

- Priority areas identified as part of action 1.1.1 should be implemented first.

City response to Actions 1.1.1 and 1.1.2:

The purpose of actions 1.1.1 and 1.1.2 is as follows; assuming an increase in population, there is likely to also be an increase in residential and employment density across the Perth Metropolitan Area, particularly in inner-City locations such as Vincent. As our road network is reaching capacity with limited to no opportunity for it to expand, there is a trigger in the need for substantial changes in the way people travel so that the network can accommodate travel demand growth.

Submissions received outline that safety should be the highest priority when considering existing and future routes and infrastructure in the City's Bicycle Network Plan. For this reason, further detail regarding the safety of cyclists is to be added to the information surrounding action 1.1.1 in the draft strategy and the action itself is to be reworded to include safety.

The location of the cycle route will determine the best form of infrastructure to support safe cycling. Submissions revealed conflicting views between submitters as to what the best form of infrastructure is. It is to be detailed in the explanation for action 1.1.1 that the identification and upgrading of routes and their infrastructure will be based on best practice examples, evidence, data and extensive community consultation.

The time frame and estimated expenditure for action 1.1.1 and 1.1.2 is included in appendix 1 and is as follows;

- The timing of Action 1.1.1 is 2-3 years at a cost of approximately \$60,000. This action also presents opportunities for state and grant funding.
- The timing of Action 1.1.2 is 5+ years at a cost of approximately \$1 million p.a. This action also presents opportunities for state and grant funding.

Recommended changes (as highlighted in red):

Assuming an increase in population, there is likely to also be an increase in residential and employment density across the Perth Metropolitan Area, particularly in inner-city locations such as Vincent. **As our road network is reaching capacity with limited to no opportunity for it to expand there is the trigger the** need for substantial changes in the way people travel so that the network can accommodate travel demand growth.

Vincent's pedestrian and cycle network is generally comprehensible, with paths available on at least one side of most streets across the City. Though comprehensible, pedestrian and cycle crossing priority is lacking within key activity areas, with vehicular traffic prioritised compromising safety in favour of traffic flow. Distributor roads often lack sufficient safe crossing infrastructure, in the form of signalised intersections or pelican crossings, pram ramps and median islands.

Consultation identified a lack of confidence and safety as the biggest barriers to cycling in Vincent. Infrastructure that creates a safe space for cyclists and indicates to drivers that cycling is a viable transport mode, can help to alleviate these concerns.

Improving the connectivity and quality of the network is also aligned with the objectives of the Department of Transport's draft *Long Term Cycle Network*, which looks to create safe and attractive links between key destinations.

There are many ways in which a cycle route can be established. The location of each cycle route will determine the best form of infrastructure to support safe

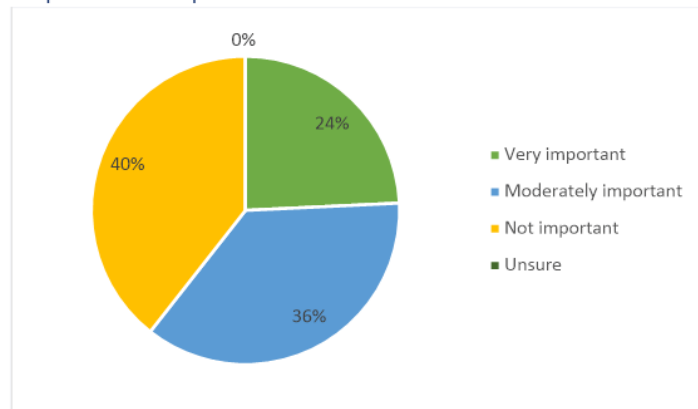
cycling and improve connectivity. The identification of new and upgrade of existing cycle routes and their infrastructure will be based on best practice examples, evidence, data and extensive community consultation.

Action 1.1.1: Review Vincent's Bike Network Plan taking into consideration relevant State Planning Policy to ensure the provision of a dense network of cycling routes to support cycling as a **safe** alternative transport mode to private vehicles.

Action 1.1.2: Implement the Bike Network Plan

Action 1.1.3: Develop and implement a consistent wayfinding and signage strategy across the City. This should consider pedestrian transport modes, cycling, and parking, providing appropriate localised details for each centre and corridor.

Response: How important is action 1.1.3?



Summary of comments

General commentary:

- There is currently sufficient signage in Vincent.
- This action can support behaviour change.

Feedback related to the strategy:

- The success of this action is dependent on infrastructure upgrades.
- This action should be implemented prior to speed limits being dropped.
- Evidence surrounding the reasoning for this action should be included.

Feedback related to the development and implementation of the action:

- Best practice examples (Dutch System) should inform the development of this action.
- Extending the wayfinding strategy beyond Vincent and incorporating adjoining local governments should be considered.
- Innovative solutions should be included such as using public art to create landmarks.
- Parking signage should be included.
- Signage should detail the distance and time it will take to get to the destination.
- There is the opportunity for physical infrastructure to be supported by technology (app or the like).

Priority areas:

- Town centre signage should be streamlined and improved.
- Transport corridors should be prioritised.

City response to Actions 1.1.3:

The purpose of action 1.1.3 is as follows; the current lack of directional signage and wayfinding across the internal shared path network is a barrier for those wanting to choose active transport modes as their primary way of getting around.

Wayfinding is recognised as a critical component of the legibility of place, helping to determine how people move through spaces. These decisions are guided by architecture, urban design, landmarks and views and further supported by signage and tactile interventions.

A number of submissions suggested considerations for the development of this action including parking signage, distance and time to destination, innovative use of landmarks such as public art, and that physical infrastructure be supported by technology. These are to be included a part of the explanation for the action to ensure inclusion in the implementation of the action.

Further to this, town centres and transit corridors being significant destinations and movement corridors have been mentioned as priority areas for implementation in the action description.

Recommended changes (as highlighted in red):

Wayfinding is recognised as a critical component of the legibility of place, helping to determine how people move through spaces. These decisions are guided by architecture, urban design, landmarks and views and further supported by signage, tactile interventions and technology.

The current lack of directional signage and wayfinding across the internal shared path network is a barrier for those wanting to choose active transport modes as their primary way of getting around. Wayfinding provides direction and guidance for pedestrians, cyclists, public transport users and those parking vehicles, and can include information such as the time and distance to a destination.

Comprehensive directional and wayfinding signage is crucial to the safety, ease and success of increasing the number of trips taken by active transport modes within Vincent.

Vincent's wayfinding strategy currently provides for car parking and some pedestrian signage throughout the City. To promote safe active transport, wayfinding for pedestrians and cyclists should be included in Vincent's wayfinding strategy, focusing on key strategic routes and destinations.

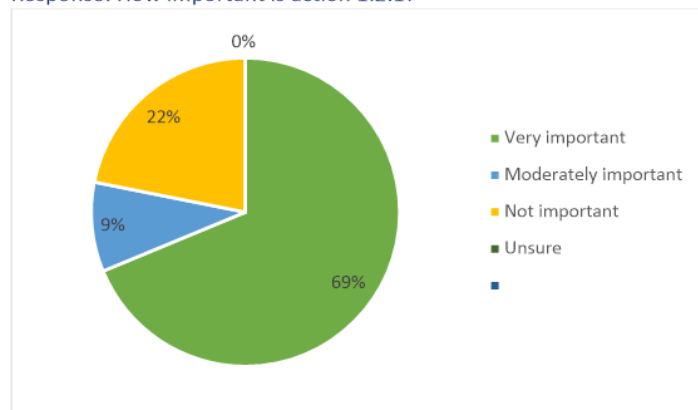
Vincent looks to support improved connection across the pedestrian and cycle networks in turn creating a safe and understandable transport network to assist in shifting people's behaviour from prioritising private vehicular travel to more active and sustainable modes of transport.

Action 1.1.3: Develop and implement a consistent wayfinding and signage strategy across the City. This should consider pedestrian transport modes, cycling, and parking, providing appropriate localised details for each town centre and activity and transit corridor.

Action 1.2.1: Develop a high quality, safe pedestrian path network.
This includes:

- Audit of network crossings including intersections and mid-block crossings. Priority should be given to areas surrounding schools, key routes to town centres and mixed-use areas, activity corridors, and transit nodes;
- Identifying midblock crossing opportunities;
- At intersections, ensure pedestrian priority traffic lights are in place; and
- Use planning requirements to manage streetscape development.

Response: How important is action 1.2.1?



Summary of comments

General commentary:

- Safety and amenity need to be improved.

Feedback related to the strategy:

- The success on this action is dependent on the issue of rat-running being resolved.
- Road infrastructure upgrades are necessary before this can be implemented.
- This action should be implemented prior to speed limits being reduced.

Feedback related to the development and implementation of the action:

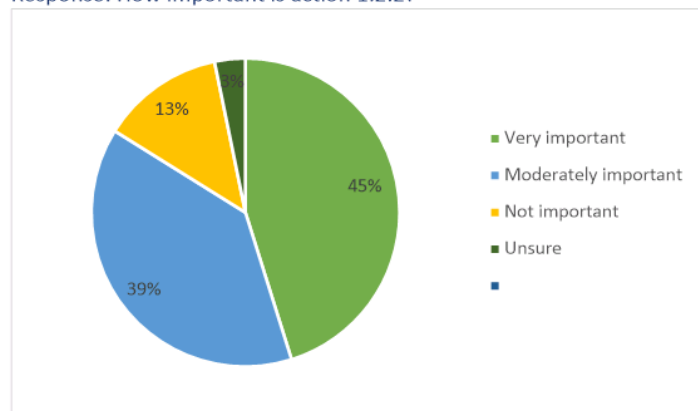
- Accessibility for all needs to be emphasised.
- Those with mobility issues, children and elderly should be prioritised.
- Pedestrian crossings (zebra crossings etc.) are needed.
- Cyclists and pedestrians should be separated at crossings.
- Paths should be wider.
- The entrances to large scale car parks should be included in the audit.
- The location of light poles, sign posts, and private on street advertising should be included in the audit.
- Desire lines should be identified and included.
- Shade and lighting are important factors in increasing amenity.

Priority areas:

- Charles and Angove Street intersection.
- East-west pedestrian links along Charles Street.
- A pedestrian crossing across Loftus Street.
- Newcastle Street requires increased Street Scaping.
- Brady Street should be prioritised.

Action 1.2.2: Upgrade and improve paths based on the condition assessment undertaken every 3 years. Ensure a high-quality pedestrian environment is maintained throughout Vincent.

Response: How important is action 1.2.2?



Summary of comments

General commentary:

- Safety needs to be prioritised.
- The current condition of the pedestrian path network is high.

Feedback related to the strategy:

- How the action would support the network and be implemented is unclear.
- Road infrastructure upgrades are necessary before this can be implemented.
- This action should be implemented prior to speed limits being reduced.

Feedback related to the development and implementation of the action:

- Trip hazards should be prioritised.
- Street trees should be maintained as part of this.
- Lighting upgrades will contribute to the amenity of the street.
- Paths should comfortably accommodate both pedestrians and cyclists.
- Portable signage and outdoor alfresco areas can obstruct sightlines and make the existing network unsafe.
- The connection between pedestrian paths and the road needs to be considered.
- Tree roots can cause damage to the paths.
- Damage and obstruction to the pedestrian path network during the construction of adjacent buildings needs to be better managed.

City response to Actions 1.2.1 and 1.2.2:

The responses to actions 1.2.1 and 1.2.2 emphasise that safety is a major concern and whilst several submitters believe that the current path network is in good condition, lighting upgrades can be added to further increase its safety, and paths should where possible be widened to comfortably accommodate both pedestrians and cyclists. Further to this the amenity of the path network can be increased by adding additional shade in the form of street trees (well maintained) and awnings. Detail of this is to be added to the explanation of the actions.

Whilst the intent of the action is to ensure that the pedestrian path network is accessible to all, this has not been explicitly stated. The action is to be updated to highlight that those with mobility issues, children, and elderly should be prioritised. By ensuring that the path network is suitable for those who may experience physical or cognitive barriers, the pedestrian network becomes accessible to all.

Submitters support the prioritisation of pedestrian crossings as part of the action and suggest that this should also take into consideration the entrances to large scale carparks. Specific locations were also identified, these will be considered as part of the development and implementation of both actions.

Temporary obstructions to paths from construction sites and furniture from businesses (portable signage, alfresco areas, etc.) must be managed to ensure the quality of the network is high and safety is maintained. This is to be emphasised in the explanation of the action and will be a focus of the development and implementation of the actions.

Submissions raised the need for further clarity to be provided around the implementation of the action. This is undertaken as follows; The City undertakes an independent condition assessment of pedestrian paths every three years. The results of this are then assessed in conjunction with any community concerns raised around specific pedestrian paths. Resultant infrastructure upgrades are undertaken by the City's operations team.

Recommended changes (as highlighted in red):

Pedestrian activity and connectivity are important factors in the effectiveness and vitality of Vincent. The pedestrian environment must be carefully considered, particularly along primary pedestrian routes.

By allocating suitable resources to the pedestrian environment, the number of people choosing to walk as a way of getting around will grow, reducing the demand for other modes as well as the requirement for parking.

The pedestrian environment should be accessible to all. Pedestrians with mobility issues, children, and elderly should be prioritised. By ensuring that the path network is suitable for those who may experience physical or cognitive barriers, this is achieved.

A high degree of safety and amenity can support the pedestrian environment. The inclusion of lighting and shade (street trees which are well maintained and awnings) can support this. The obstruction which can be created by temporary structures and works will also influence the usability of the pedestrian environment and should be mitigated accordingly.

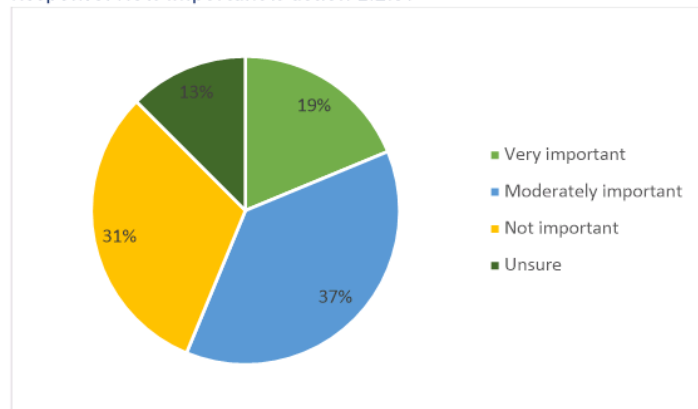
Action 1.2.1: Develop a high quality, safe pedestrian path network which supports all mobility levels and is accessible to all. This includes:

- Audit of network crossings including intersections, ~~and~~ mid-block crossings and high traffic crossovers. Priority should be given to areas surrounding schools, key routes to town centres and mixed-use areas, activity corridors, and transit nodes;
- Identifying midblock crossing opportunities;
- At intersections, ensure pedestrian priority traffic lights are in place; and
- Use planning requirements to manage streetscape development and temporary obstructions.

Action 1.2.2: Upgrade and improve paths based on the condition assessment undertaken every 3 years. Ensure a high-quality pedestrian environment which is accessible to all is maintained throughout Vincent.

Action 1.2.3: Promote compact roundabout geometry through the City to reduce vehicle speed.

Response: How important is action 1.2.3?



Summary of comments

Feedback related to the strategy:

- The action is not clear. Evidence surrounding the reasoning for this action should be included.
- This action will be supported by a reduction to speed limits on residential streets.
- Focus should be on the conversion of existing roundabouts before new ones are installed.
- The cost of implementing this action outweighs the benefit. Other actions should be prioritised.
- It is not clear whether these will be effective in increasing safety. A trial should be undertaken first.

Feedback related to the development and implementation of the action:

- Roundabouts can be dangerous for pedestrians and cyclists. Safety for these users needs to be provided as part of the design and implementation of the compact roundabouts.
- This action will not help to combat the issue of rat running.
- The location of the roundabouts needs to be well considered.
- Speeding is not an issue.
- A precinct approach should be taken to ensure that the installation of roundabouts does not push any vehicular issues to other locations.
- The 'stop starting' of traffic can add to CO2 emissions.
- Pedestrian zebra crossings should be introduced at roundabouts.

Priority areas:

- Forrest and Norfolk Street intersection roundabout should be retrofitted.

City response to Action 1.2.3:

Submitters indicated that more information surrounding compact roundabouts is required to be included in the Strategy to support the reasoning for the action. Roundabouts are considered to be a consistent risk for pedestrians and cyclists as they are generally designed to support high-speed vehicular movement as such adversely affecting the amenity of active transport users.

The standard geometry of roundabouts restricts pedestrian and cycling crossing opportunities and limits the potential for dedicated cycling facilities. The modification of the standard roundabout form and improvement of crossings at roundabouts should be prioritised.

Compact roundabouts are a way of addressing this. They use raised platforms, narrow lanes, and restricted sightlines to slow vehicular speeds increasing safety for pedestrians and cyclists. Additional interventions such as pedestrian zebra crossings can also be included.

It was highlighted through submissions that focus should be on the conversion of existing roundabouts. This is to be added to the action.

In the implementation of this action, there is the opportunity to conduct a trial to ensure that this form of infrastructure intervention is suited to the City. The trial will provide ground-based data on the affect that compact roundabouts have on pedestrian and cycle safety, speed on residential streets and the impact of rat running.

Recommended changes (as highlighted in red):

Roundabouts are a function of the transport network which are increasingly problematic for active transport users, they were flagged as a consistent risk for cyclists during consultation.

Roundabouts are generally designed to support the high-speed movement of cars in all directions, and the high-speed design of these facilities can adversely impact pedestrian and cycling safety. ~~The standard geometry of roundabouts restricts the opportunities for pedestrian and cycle crossing of roads and limits the potential for the addition of dedicated cycling facilities.~~

~~Alternative arrangements to either modify the standard roundabout form or improve crossings at roundabouts is a priority.~~ The modification of the standard roundabout form and improvement of crossings at roundabouts should be prioritised. This can be delivered in the form of compact roundabouts.

Compact roundabouts use raised platforms, narrow lanes, and restricted sightlines to slow vehicular speeds and increase safety for pedestrians and cyclists. Additional interventions increasing pedestrian priority can also be included.

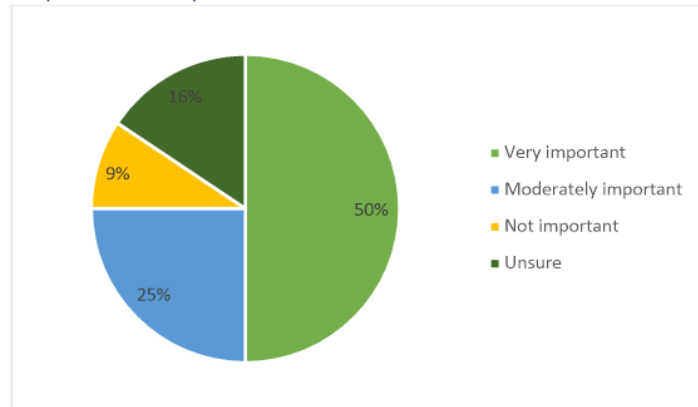
~~In the implementation of this action, there is the opportunity to conduct a trial based on community and key stakeholder engagement to ensure that this form of infrastructure intervention is suited to Vincent. The trial will provide ground-based data on the effect that compact roundabouts have on pedestrian and cycle safety, speed on residential streets and the impact of rat running.~~

Existing roundabouts can be easily retrofitted to support a compact configuration, with the introduction of infill medians at roundabout entries.

Action 1.2.3: Promote compact roundabout geometry through the conversion of existing roundabouts and new roundabouts (where deemed appropriate) in the City to reduce vehicle speeds.

Action 1.2.4: Develop a comprehensive program to support school children to travel using sustainable and active transport modes.

Response: How important is action 1.2.4?



Summary of comments

General commentary:

- Level of support.
- This action will support a healthy and active lifestyle.
- This is already provided for.

Feedback related to the strategy:

- Road infrastructure changes are necessary before this can be implemented.
- This action needs to be implemented before speed limits are reduced.
- This action should be the responsibility of parents/guardians.
- Travel to schools outside of Vincent also needs to be considered.

Feedback related to the development and implementation of the action:

- Public transport should support schools without the need for students and staff to interchange in the City.
- Best practice examples should inform this action.
- Education should target parents/guardians as well as students.
- Safety needs to be prioritised.
- Cycling education should be incorporated as part of this.

City response to Action 1.2.4:

Submissions have indicated that this action will not be effective in isolation and is reliant on a number of other actions being implemented including network upgrades, reduced speed limits, increased safety on the streets and access to public transport. This is something that will be taken into consideration in the implementation of the action. It has been explicitly mentioned in action 1.2.1 that areas surrounding schools will be prioritised, this further ensures support is provided to increase the effectiveness of this action.

The City acts as catchment area for many schools in neighbouring local governments. Submissions have indicated that this should also be considered as part of the action to further support active healthy lifestyles, future behaviour change and reduced congestion on the roads during peak hour travel times.

Education should also be available to parents. This will help to support student and staff travel to and from education facilities. This will be reinforced as part of action 1.2.5.

Recommended changes (as highlighted in red):

Schools act as a major trip generator ~~within Vincent which has~~ with a mix of primary, secondary and tertiary educational facilities located within Vincent ~~and also in neighbouring local government areas (accessed by students and staff living in Vincent)~~. Primary and secondary schools are typically located within residential areas, with tertiary located within activity and transit corridors.

Provisions around major schools have already been made to protect pedestrians. For example, Mount Hawthorn Primary incorporates an overpass across Scarborough Beach Road and wide medians ensuring adequate protection.

The quality of the infrastructure directly impacts the mode choice of parents and students and it has the ability to encourage active lifestyles.

To further promote pedestrian and cycling mode share for those travelling to and from schools, street environments within residential areas need to promote safe, legible, and sensible routes to destinations.

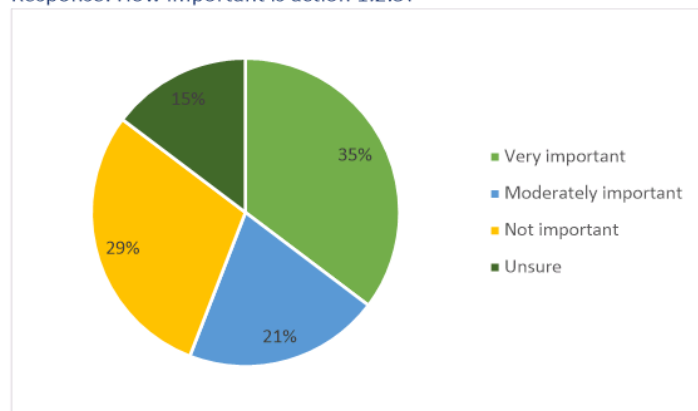
In particular, cycling connections to schools should be designed for all ages and abilities. This includes safe, slow speed roads, high quality crossing points and wide well-maintained pathways.

Within the Safe Active Street and Crossing Audit program, Vincent will ensure streets near schools will be the highest priority.

Action 1.2.4: Develop a comprehensive program to support ~~school children~~ students and staff using education facilities to travel using sustainable and active transport modes which are safe and have a high level of amenity.

Action 1.2.5: Work with schools to support active travel through resources and programs, including route maps and education programs. Encourage schools to join the Your Move program so that journey to school data can be collected and appropriate mode shift targets created.

Response: How important is action 1.2.5?



Summary of comments

General commentary:

- General support
- This is already provided for.

Feedback related to the strategy:

- This should be the responsibility of the schools and the department of transport.
- Road infrastructure changes are necessary before this action can be implemented.

- Other community issues should be prioritised first.

Feedback related to the development and implementation of the action:

- Education needs to be provided to both parents and children.
- Access to technology should be taken into consideration.
- The effectiveness of the action is reliant on the participation of schools.

City response to Action 1.2.5:

Submissions have highlighted that this is not solely the responsibility of the City. Schools and the Department of Transport also need to play a role to ensure that the action is effective. The collaborative approach to the development and implementation of the action is to be included as part of the action's explanation, this has already been mentioned in the action itself.

It has been indicated that education needs to extend beyond children and be provided to parents as well. This will further support the journey to and from education facilities and strengthen the success of the action as the knowledge provided is expanded to the wider community.

The Your Move app technology supports this action.

Recommended changes (as highlighted in red):

The use of active and sustainable transport modes for the journey to and from school is data which can be measured and utilised to understand travel behaviour and the ways in which it can be influenced to create mode shift.

Your Move is a free program helping students get active by increasing walking, scooting and riding to school. Students are educated on ways to tackle traffic issues and are provided with practical tool to teach and develop sustainable travel behaviour.

Your Move collects journey to school data from schools who have subscribed to the program. By encouraging all primary schools and high schools to join the Your Move program we will be able to better understand the needs of these

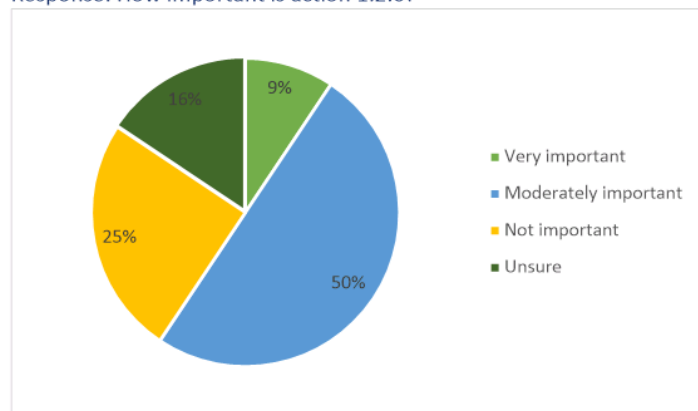
transport network users and monitor travel behaviour and create targets for mode shift for journey to school.

Education should also be available to parents. This will help to support student and staff travel to and from education facilities and influence a change in behaviour at all levels.

Action 1.2.5: Work with schools (students, parents, and staff) and the Department of Transport to support active travel through resources and programs, including route maps and education programs. Encourage schools to join the Your Move program so that journey to school data can be collected and appropriate mode shift targets created.

Action 1.2.6: in collaboration with the DoT and PTA, develop a high quality and safe active transport environment between Claisebrook station and Perth Oval.

Response: How important is action 1.2.6?



Summary of comments

General commentary:

- General support
- This is already provided for.
- The action only benefits a small number of people and should be prioritised accordingly.

Feedback related to the strategy:

- This should be the responsibility of State departments and sporting clubs.
- Road infrastructure changes are necessary before this action can be implemented.

- Further evidence behind the reasoning of the action needs to be included.

Feedback related to the development and implementation of the action:

- Access to East Perth train station should also be included.

City response to Action 1.2.6:

The purpose of action 1.2.6 is as follows: For the City of Vincent, Claisebrook station provides an access point to NIB Stadium. Pedestrian access from Claisebrook station to Perth Oval is currently via an 850m-1300m walk (inclusive of a pedestrian bridge).

This pedestrian movement does not occur through a high amenity pedestrian environment, due to the intersecting road network between the station and Perth Oval. The pedestrian crossing amenity over Lord street is low given the volume of activity generated by Perth Oval events. Further to this, the Parry street intersection should be reviewed to ensure that signal timing prioritises pedestrians. This further information is to be included in the explanation for the action.

The access to and from East Perth station has not been mentioned as part of this action as at present there is a significant level of separation between the station and surrounding residential areas. The intent of the action is to not only support travel to and from events but also the residential areas surrounding Claisebrook station at all times. Access to East Perth station is to be included as part of the future review of the draft strategy.

Recommended changes (as highlighted in red):

Claisebrook station is located to the south-west of Vincent. This station provides an important connection to residential and mixed-use development within Vincent.

It also plays an important role in providing transportation to events held at Perth Oval. **Pedestrian access from Claisebrook station to Perth Oval is currently via an**

850m-1300m walk (inclusive of a pedestrian bridge). The pedestrian crossing amenity over Lord street is low given the volume of activity generated by Perth Oval events. Further to this, the Parry street intersection should be reviewed to ensure that signal timing prioritises pedestrians. Providing for high quality, accessible, legible, and safe pedestrian and cycling routes from Claisebrook Station to destinations within Vincent is a priority.

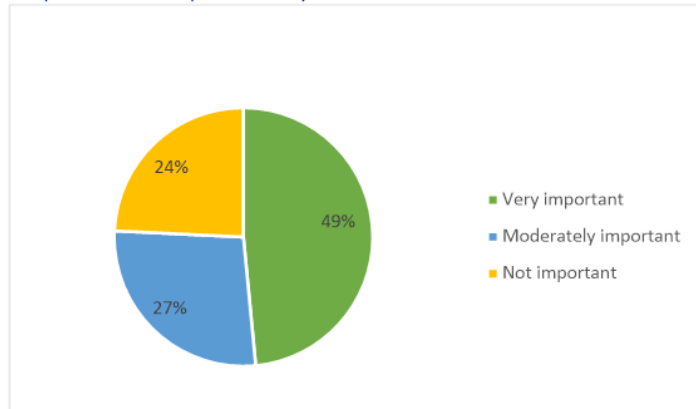
Action 1.2.6: in collaboration with the DoT and PTA, develop a high quality and safe active transport environment between Claisebrook station and Perth Oval.

Objective 2: Ensure consistent accessibility and connectivity into, ~~and~~ around, and beyond Vincent.

Vincent's transport network will provide equal opportunity for all users to access work, entertainment and necessities via active and sustainable transport modes.

Action 2.1.1: Advocate for additional public transport infrastructure along corridors

Response: How important do you think Action 2.1.1 is?



Summary of comments

General commentary:

- General support
- The area is already serviced well by public transport.
- Suggested improvements to make existing services more reliable, safer and enjoyable.

Feedback related to the strategy:

- Emphasis should be placed on improving the operation of public transport.

Feedback related to the development and implementation of the action:

- Concern over existing infrastructure.

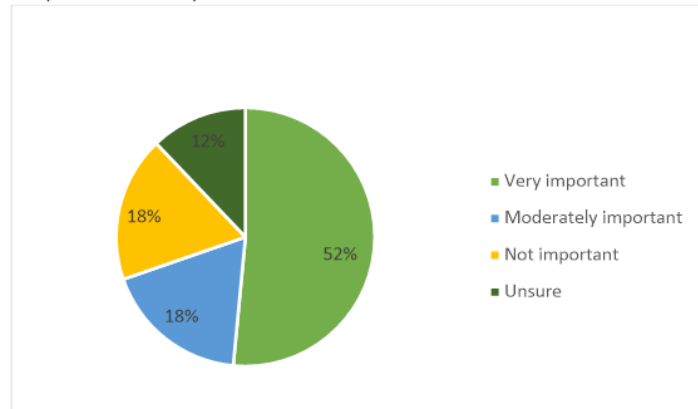
- Support for light rail
- Advocacy to Main Roads WA/PTA for additional bus routes
- Provide better access to other centres as well as Vincent in general, not just towards the CBD.
- Those using public transport use residential street for parking, as opposed to large scale car parks.
- Expand action to include car sharing, due to bus lane use.
- Limited road space increases congestion.

Priority areas:

- Charles Street

Action 2.1.2: Using the link and place framework, incorporate an appropriate level of pedestrian amenity along bus priority routes

Response: How important is action 2.1.2?



Summary of comments

General commentary:

- General support

Feedback related to the strategy:

- Further explanation of the action is required.
- Examples of how this works should be included.
- Road infrastructure changes are necessary before implemented.

Feedback related to the development and implementation of the action:

- Pedestrian amenity and safety should be priority.
- Safety and accessibility of bus stops is an issue.
- Concern over loitering vs amenity

City response to Actions 2.1.1 and 2.1.2:

Submissions reflect what the action seeks to achieve, with general support for additional public transport infrastructure along the corridors of the City.

Ensuring that public transport is safe and attractive for users was highlighted as being of high importance through submissions. This will be supported by actions relating to pedestrian amenity and streetscape upgrades including additional lighting, increased tree canopy, street furniture etc.

The reliability of services is an important factor for those catching public transport. Submissions have suggested that this can be supported by dedicated bus lanes and the strategic placement of bus stops. This is to be explicitly included in the explanation of the action.

Submissions have indicated that clarity should be provided around Action 2.1.2. The purpose of this action is as follows; In the link and place framework, streets within the City's transport network are categorised according to their combined place (locations which are of specific interest to people or where people undertake activities. This considers the mix of activity and how people move through and to the space.) and link (how people move along streets and roads in terms of the number of people moving as opposed to vehicles per day) function. This will ensure that we plan and develop the transport network considering a breadth of community needs seeing transport links as not only a way of moving people from A to B, but also as key places and destinations.

Recommended changes (as highlighted in red):

Perth and Peel@3.5million indicates that there is likely to be extensive growth in development and population across Vincent and the broader region. Growth in development and population will generate additional transport demand. There is insufficient road capacity available within Vincent to accommodate this growth if private vehicle use grows at the same rate.

Prioritising private vehicles in traffic lanes limits the people moving capacity of the network. For this reason, infrastructure improvements should prioritise the movement of people and goods over traffic.

The level of priority afforded to bus transport is dependent on whether the stop has an embayment or is in the lane of traffic. Public transport is at its most effective when it is provided in dedicated corridors with priority at key congestion points.

As per the link and place framework, streets within the City's transport network are categorised according to their combined place (locations which are of specific interest to people or where people undertake activities. This considers the mix of activity and how people move through and to the space.) and link (How people move along streets and roads in terms of the number of people moving as opposed to vehicles per day) function. This will ensure that we plan and develop the transport network considering a breadth of community needs seeing transport links as not only a way of moving people from A to B, but also as key places and destinations.

Bus priority in Vincent is currently available along key corridors including Beaufort Street (peak period transit lanes), Fitzgerald Street (peak period transit lanes), and Charles Street (portion of full-time priority).

Service reliability was flagged as an issue during the consultation process. Poor service reliability occurs due to combinations of road congestion and limited bus priority infrastructure. Improved bus priority infrastructure could include extended bus lanes and 'bus sensing' signals.

Public transport infrastructure is ideal to prioritise as it can enable the movement of the highest number of people in the smallest amount of space. A frequent and convenient public transport service would support a vibrant, sustainable and connected city. Public transport infrastructure includes but is not limited to dedicated bus lanes and the strategic placement of bus stops.

Provision for public transport should not compromise the safety and accessibility of the pedestrian environment. Instead, public transport facilities should be well

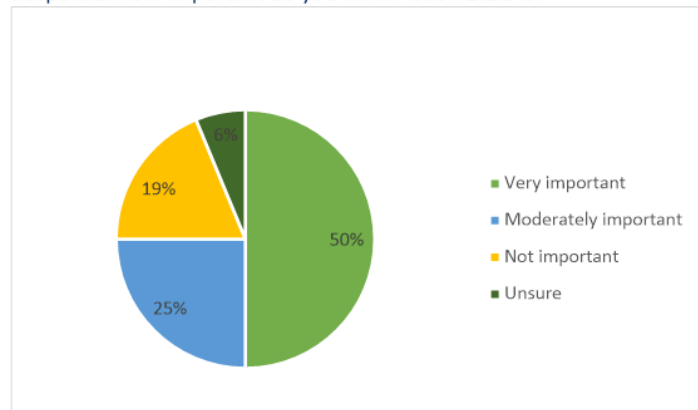
integrated in streetscape environments to complement and connect with pedestrian amenities.

Action 2.1.1: Advocate for additional public transport infrastructure along corridors

Action 2.1.2: Using the link and place framework, incorporate an appropriate level of pedestrian amenity along bus priority routes

Action 2.1.3: Improve east-west public transit connectivity.

Response: How important do you think Action 2.1.3 is?

**Summary of comments****General commentary:**

- General support for action

Feedback related to the strategy:

- Pedestrian and cyclist movement should be prioritised.
- Advocacy to the Public Transport Authority as well as Main Roads WA regarding infrastructure upgrades and route changes of existing services.

Feedback related to the development and implementation of the action:

- Town centres need to be linked with a lack of connectivity encouraging car use.
- Consider extending City of Cambridge 'summer bus' to Vincent.
- Strengthen pedestrian and cycling amenity for public transit links.

- Provide better access to other centres as well as Vincent in general, not just towards the CBD.

Priority areas:

- Beaufort/Vincent and Loftus/Thomas street suggested new routes which may yield high use.

City response to Action 2.1.3:

Submissions indicated that an element of this action involves advocacy. This is correct and supported, and as such as been included as part of the action.

Pedestrian and cyclist movement provides important access to public transit corridors. This is addressed across a number of actions, one being Action 2.1.2.

Recommended changes for action 2.1.3 (shown in red):

While connections into and out of the Perth CBD are frequent, connection between Vincent's town centres (Leederville town centre, Mount Hawthorn town centre, North Perth town centre, Beaufort St, Mount Lawley, and William St, Northbridge) or beyond is poor. Existing public transport options frequently require patrons to travel first into Perth City before transferring to an outgoing service to reach a different activity centre within Vincent, this is inefficient and time-consuming.

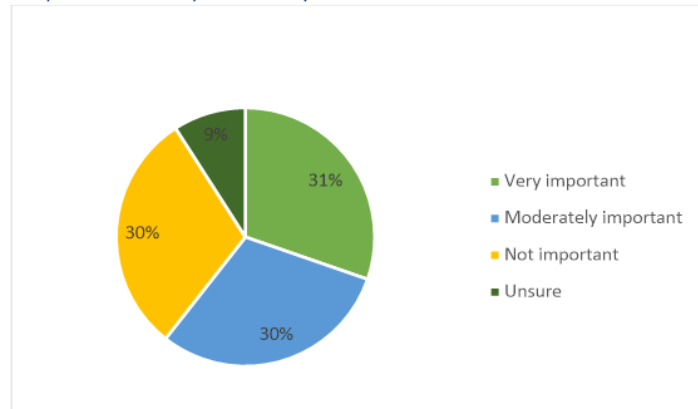
Consultation revealed a desire for greater interconnectedness within Vincent. The existing network provides for limited access between town centres, forcing people who would prefer to use active and sustainable modes of transport to drive.

Vincent will continue to advocate for and support the provision of connected and reliable transport as a way of improving accessibility throughout the City. **This will include advocacy to the Public Transport Authority and the investigation of alternate interventions such as cross council circle routes.**

Action 2.1.3: Advocate for and support improved east-west public transit connectivity.

Action 2.2.1: Develop a set of link and place guidelines to guide future street improvements.

Response: How important do you think Action 2.2.1 is?



Summary of comments

General commentary:

- General support; although some notable non-support.

Feedback related to the strategy:

- Further explanation of the action is required.

Feedback related to the development and implementation of the action:

- Concern that our resources are better spent elsewhere.
- Consider existing resources or using an existing framework and priority of this action
- Prioritise pedestrians and cyclists

- Ensure the action takes into account the current conditions and function of the street.
- Street design to consider tree canopy, greening and pedestrian priority.

City response to Action 2.2.1:

Submissions received as part of consultation were supportive of this action, however queried the definition of 'link and place' as well as whether the resources used for this action may be better suited elsewhere.

The purpose and intent of link and place is as follows; As part of the link and place framework, streets within the City's transport network are categorised according to their combined place (locations which are of specific interest to people or where people undertake activities. This considers the mix of activity and how people move through and to the space.) and link (How people move along streets and roads in terms of the number of people moving as opposed to vehicles per day) function. This will ensure that we plan and develop the transport network considering a breadth of community needs seeing transport links as not only a way of moving people from A to B, but also as key places and destinations.

This description has been included as part of the explanation of action 2.1.2 and in the link and place section of the document. Explicit reference to the way link and place can support infrastructure change is to be included in the explanation of this action.

The importance of street trees and greening has been included in the explanation of the action.

Recommended changes for action 2.2.1 (shown in red):

Within Vincent, verges along major roads are often narrow, lacking street trees and shade, and are cluttered with street furniture and road signs, reducing pedestrian amenity. Further to this, lighting is inconsistent, predominantly relying on street-light spill to illuminate paths. This is often insufficient to provide

a feeling of security, and the effect is exacerbated where tree cover obscures the lighting.

One of the primary constraints for Vincent's town centres is the lack of verge width. This limits the area available to define high-quality pedestrian environments. To provide this extra space, town centres should consider removing on-street parking along at least one side of the activated corridor; with the need for parking fulfilled elsewhere in the area, along peripheral streets or in consolidated off-street parking. Opportunities to clear pedestrian environments of obstructions should be taken wherever possible. This may include suspending streetlights from buildings or awnings, **street trees**, consolidating signage and maintaining street furniture.

Beyond town centres, there is further opportunity to reallocate road and verge parking to enhance the pedestrian and cycling network as there is generally lower demand for parking in these areas. This would provide for cyclists of a greater range of abilities and confidence. Extension of cycling infrastructure, even at the cost of on-street parking and vehicle capacity, is necessary to support cycling as a viable transport mode.

Cycling facilities should follow primary desire lines and provide fine-grained access to all areas of Vincent. They can take on a number of forms including:

- High quality shared paths;
- Bi-directional protected bike lanes;
- Protected on-road bike lanes; and
- Safe Active Streets (Bicycle Boulevards).

Unprotected on-road bike lanes are generally not considered as appropriate cycling infrastructure since they only provide for confident cyclists. These should only be used as a last resort on low traffic volume streets.

The reallocation of parking to support active transport modes is a way of encouraging transport network users to travel via active modes of transport. Though this may be perceived as removing accessibility to locations based on the

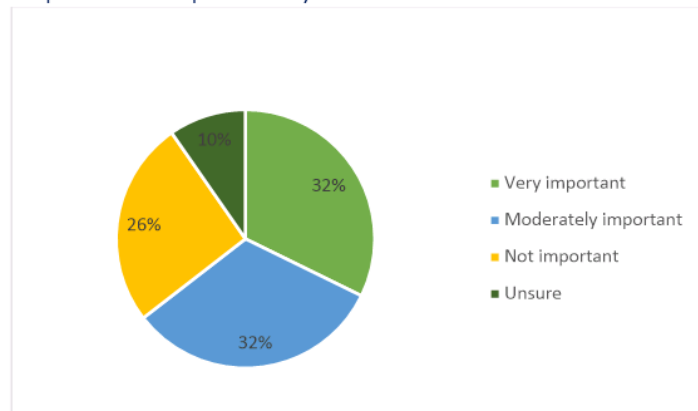
current preference for people to use private vehicles as their primary mode of transport, eventual mode shift will mean that these bays are no longer required.

The link and place guidelines are a way of achieving these upgrades. These are to be developed considering the function of each individual street and taking into consideration best practice examples and existing frameworks from around the world.

Action 2.2.1: Develop a set of link and place guidelines to guide future street improvements.

Action 2.2.2: Advocate for the use of the Perth Parking Management Area (PPMA) funds for Vincent public transport services, transport studies and transport infrastructure improvements.

Response: How important do you think Action 2.2.2 is?



Summary of comments

General commentary:

- General support

Feedback related to the strategy:

- Further explanation of the action is required.
- Consider revising the action to drop fees for the PPMA

Feedback related to the development and implementation of the action:

- Expenditure should meet contribution
- Infrastructure changes required by the City to support EV provision

- Small benefit already received from Newcastle street CAT bus

City Response to Action 2.2.2:

Submissions indicated that further information is required outlining the purpose of the PPMA. The Perth Parking Policy was developed to create a sustainable transport system in central Perth by managing parking within the Perth Parking Management Area – Perth, East Perth, West Perth and Northbridge.

Under the *Perth Parking Management Act (1999)*, all non-residential parking bays within the Perth Parking Management Area are licensed and an annual levy must be paid on these bays where applicable.

Money raised by the Perth Parking Levy is spent within the Perth Parking Management Area to deliver services such as the free Central Area Transit (CAT) bus service and the Free Transit Zone for public transport, it also funds public transport projects and new or improved services that reduce the need for cars within the area.

The investments made with the revenue directly benefit community members and businesses by:

- Managing traffic congestion on inner city streets as the city rapidly grows to improve amenity for residents, businesses and visitors to central Perth;
- Offering free travel on all public transport services within the PPMA; and
- Improving inner city cycling facilities to meet the growing need for convenient, safe cycling routes, and helping to make cycling a safe and attractive alternative transport mode.

This information is to be included as part of the explanation of the action.

Recommended changes for action 2.2.2 (shown in red):

The Perth Parking Policy was developed to create a sustainable transport system in central Perth by managing parking within the Perth Parking Management Area – Perth, East Perth, West Perth, and Northbridge.

Under the *Perth Parking Management Act (1999)*, all non-residential parking bays within the Perth Parking Management Area are licensed and an annual levy must be paid on these bays where applicable.

Money raised by the Perth Parking Levy is spent within the Perth Parking Management Area to deliver services such as the free Central Area Transit (CAT) bus service and the Free Transit Zone for public transport, it also funds public transport projects and new or improved services that reduce the need for cars within the area.

The investments made with the revenue directly benefit community members and businesses by:

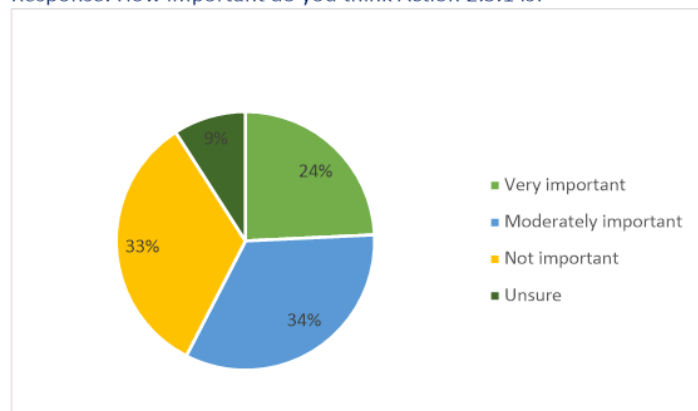
- Managing traffic congestion on inner city streets as the city rapidly grows to improve amenity for residents, businesses and visitors to central Perth;
- Offering free travel on all public transport services within the PPMA; and
- Improving inner city cycling facilities to meet the growing need for convenient, safe cycling routes, and helping to make cycling a safe and attractive alternative transport mode.

Currently, the City pays approximately \$400,000 per year towards the Perth Parking Management Area fund. This fund currently pays for the free transit zone and CBD CAT bus, which are considered to provide minimal benefit for Vincent residents.

Action 2.2.2: Advocate for the use of the Perth Parking Management Area (PPMA) funds for Vincent public transport services, transport studies and transport infrastructure improvements or a reduction in the levy paid.

Action 2.3.1: Recognise emerging transport technologies and the benefits they can provide, as well as the potential negative impacts and how these may be mitigated.

Response: How important do you think Action 2.3.1 is?



Summary of comments

General commentary:

- General support

Feedback related to the strategy:

- Consider revising this for advocacy at a state level

Feedback related to the development and implementation of the action:

- Consider the uses of e-scooters and associated conflicts on footpaths with pedestrians
- Road infrastructure required for EV and automated vehicles.
- Pedestrians should still be prioritised.

- Not considered a high priority generally and should rather be advocating for less cars on the road.
- Support for light rail.
- Action should acknowledge that alternative fuel sources may arise such as hydrogen.

City Response to Action 2.3.1:

e-scooters and the conflicts between them and pedestrians have been highlighted as having a potential negative impact. This is to be addressed as part of action 2.3.4

Submissions have indicated that this action should be in the form of advocacy. The explanation for the action identifies that the role of local government in this space is significantly lower than that of the state government, in terms of the ability to legislate and regulate these markets. The role of the City is to remain responsive to ensure that the transport networks are enhanced, not hindered by any emerging technologies.

The City's role during a technology transition period should be to enable and advocate for implementation in a manner that enhances the City's transport network.

The explanation to the action now includes reference to alternate fuel sources such as hydrogen.

Recommended changes for action 2.3.1 (shown in red):

Future change in transport technology is likely to have an ever-increasing impact on travel behaviour. Specific emerging technologies in transport include autonomous and connected vehicles, electrified and hydrogen fuelled transport, renewable energy run mass public transit, car and bike sharing, ride sourcing, and mobility as a service. These technologies will have a range of different effects on Vincent's transport networks and development planning.

Dependent on the manner in which emerging technologies enter the market, there is a risk that the uptake of new technologies may impact congestion in a negative way. If managed effectively, the result can be positive. The role of local government in this space is significantly lower than that of the State Government, in terms of the ability to legislate and regulate these markets.

Autonomous or driverless vehicle technology is in its infancy but developing quickly. No one can predict if and when autonomous vehicles will enter the market on a mass scale. Vincent's role is to remain responsive to ensure that the street networks and wider transport networks are enhanced, not hindered, by any autonomous vehicle technology.

The basic principles of urban transport planning will require vehicles regardless of the technology driving them, to be sensitive to active street environments. This means that people will remain the top priority on our streets, with vehicle use managed so it does not deteriorate the economic, environmental, and social function of the street.

Transit corridors should provide high frequency, fast, reliable travel. When services are upgraded to provide this, people become more inclined to use the service.

This is already being experienced along Beaufort Street where peak, high frequency services are running near or at capacity. The existing congested traffic conditions reduce the reliability and efficiency of these services.

To further accommodate demand, the capacity of the corridor needs to be increased, this can be done by creating full time transit priority and/or changing to an alternative high-capacity mode of transport. Traditionally, light rail has been used as the foundation of a high-capacity transit network, but trackless trams are a recent innovation that may provide an alternative.

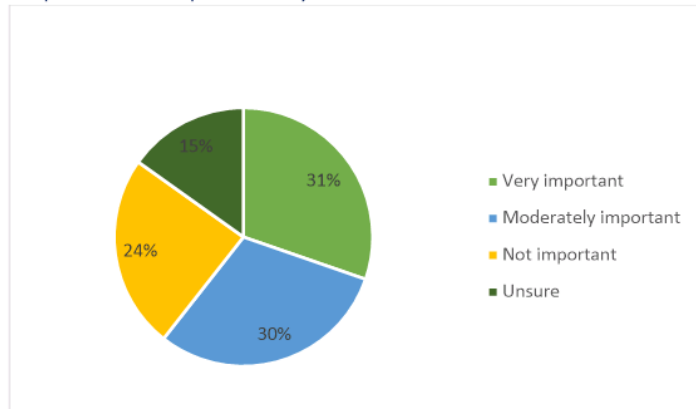
Vincent's role during a technology transition period should be to enable and advocate for implementation in a manner that contributes to achieving the City's Vision.

Action 2.3.1: Recognise emerging transport technologies and the benefits they can provide, as well as the potential negative impacts and how these may be mitigated.

Action 2.3.2: Require car parking configurations to be adaptable to alternative uses for future development

- Advocate and ensure policy creates a positive outcome for the redevelopment of the North Perth Plaza carpark.

Response: How important do you think Action 2.3.2 is?



Summary of comments

General commentary:

- More clarity required for the intent of the action
- General support

Feedback related to the strategy:

- Further explanation of the action is required.

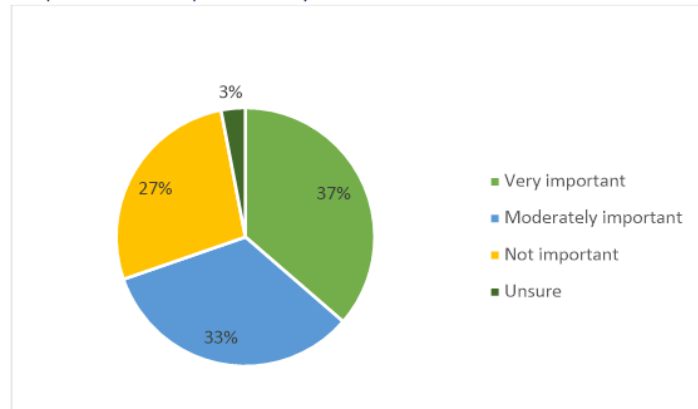
Feedback related to the development and implementation of the action:

- Consider revising the action to apply to the public realm also
- Less parking, more safe, visible and secure bike parking

Priority areas:

Action 2.3.3: Ensure all new and existing high density residential development has access to EV charging bays

Response: How important do you think Action 2.3.3 is?



Summary of comments

General commentary:

- General support

Feedback related to the strategy:

- Further explanation of the intent and purpose of the action is required.

Feedback related to the development and implementation of the action:

- Consider extending to public car parking, incentives for EV users within verge space.
- Focus should be on new developments.
- Concern that due to the little use of EV vehicles it will not provide as great a benefit as possible.

- Consider how encouraging (electric) vehicles does not lead to mode shift.

City Response to Actions 2.3.2 and 2.3.3:

The need for further explanation regarding the adaptability of car parks in the future has been identified through submissions. The purpose of this is as follows; Instead of designing parking as a fixed element as we do now, purposefully designing a mix of different parking types for developments allows parking to adapt to changing needs. Providing parking can be done in permanent, convertible, or temporary manners to meet current needs while maintaining flexibility for future demands.

Current car parking structures may have a variety of features that prevent them from being easily repurposed into other uses beyond parking. Some of the most common restrictive features are reduced floor to ceiling heights and the location of ramps where parking extends beyond one floor. Creating parking structures with taller ground floor heights allows for these to be converted to active uses when the need for parking is reduced. This is to be included in the explanation of the action.

Electric vehicle technology has the potential to make motorised travel significantly cleaner than the current petrol and diesel motors that dominate the network. This would improve air quality and reduce noise pollution. Whilst the draft strategy has the aim of reducing private vehicle use, there will always be circumstances where a private vehicle is required, whether it be due to differing levels of mobility or for car sharing services and the like. Supporting the transition to electric vehicles in the future ensures that the impacts of private vehicles are reduced. This further information is to be included in explanation of the action.

Recommended changes for action 2.3.2 and 2.3.3 (shown in red):

Instead of designing parking as a fixed element as we do now, purposefully designing a mix of different parking types for developments allows parking to adapt to changing needs. Providing parking can be done in permanent,

convertible, or temporary manners to meet current needs while maintaining flexibility for future demands.

Current car parking structures may have a variety of features that prevent them from being easily repurposed into other uses beyond parking. Some of the most common restrictive features are reduced floor to ceiling heights and the location of ramps where parking extends beyond one floor. Creating parking structures with taller ground floor heights allows for these to be converted to active uses when the need for parking is reduced. This explanation is to be included in the explanation of the action.

Action 2.3.2: Require car parking configurations to be adaptable to alternative uses for future development.

Electric vehicle (EV) technology has the potential to make motorised travel significantly cleaner than the current petrol and diesel motors that dominate the network. This would improve air quality and reduce noise pollution.

Advocating for the use of electric buses would also improve the amenity and quality of our street environment, especially on the high frequency routes through town centres.

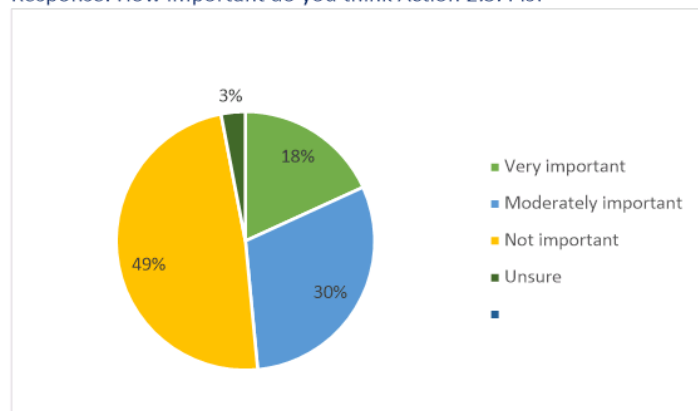
Whilst the Accessible City Strategy has the aim of reducing private vehicle use, there will always be circumstances where a private vehicle is required, whether it be due to differing levels of mobility or for car sharing services and the like. Supporting the transition to electric vehicles in the future ensures that the impacts of private vehicles are reduced.

Supporting the transition to electric vehicles can be done through the introduction of development requirements to ensure new developments have access to EV charging points.

Action 2.3.3: Ensure all new and existing high density residential development has access to EV charging bays.

Action 2.3.4: Explore locating bike share docks within town centres and mixed use areas. One option is to locate bike share docks within existing car parking bays.

Response: How important do you think Action 2.3.4 is?



Summary of comments

General commentary:

- General support, albeit less of a priority.
- Weather may prohibit bike use.

Feedback related to the strategy:

- Evidence to show demonstrable need for this action is required.
- Infrastructure need to extend beyond Vincent for this action to be successful.
- Infrastructure upgrades to existing bike storage is required to support this action.

Feedback related to the development and implementation of the action:

- Helmets are identified as a barrier to cycling uptake and use.
- Consider action including e-bikes and cargo bikes.
- Location criteria of bike share docks to be safe and within close proximity to transit nodes.

Response to Action 2.3.4:

Submissions have indicated that further explanation is required regarding bike share. The intent of bike share as an action is as follows; As infrastructure improves, so will the viability of public bike hire schemes. This opportunity may be realised only in partnership with a private firm but can be supported through allocation of public space and other supporting policy measures.

Submissions have also raised that there is the opportunity for the inclusion of e-bikes and cargo bikes to be explored as part of this action. This has already been touched upon in the explanation of the action but is to also be included as part of the action.

Recommended changes

As infrastructure improves, so will the viability of public bike hire schemes. This opportunity may be realised only in partnership with a private firm but can be supported through allocation of public space and other supporting policy measures.

In addition to this, E-bikes and e-scooters can reduce barriers to cycling active transport and therefore facilitate increased uptake of sustainable and active transport modes. They can achieve this by allowing for reduced travel times and increased ease of journey compared to traditional bicycles and scooters. E-bikes These allow for extended range and for quicker journey times.

Vincent can support reduced emissions and help to ease vehicle congestion pressures by enabling the uptake of e-bikes and e-scooters. One way to foster the uptake of e-bikes and e-scooters is through the introduction of charging facilities at key nodes. While Vincent does not have a specific role in the

development of private **bike-sharing** services using e-bikes **and e-scooters**, there may be a role for Vincent in supporting and advocating for community interests including supporting private **e-bike** share schemes.

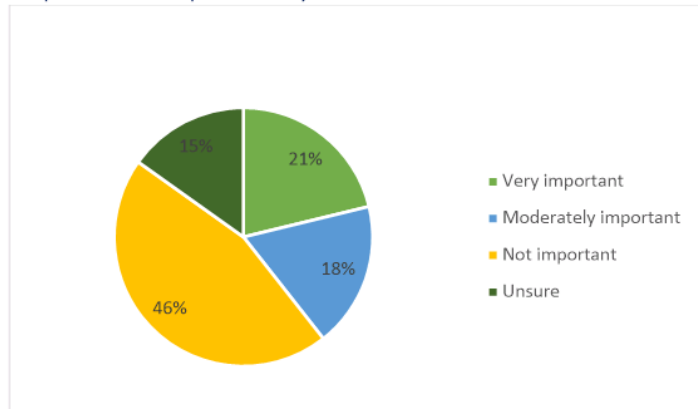
E-bikes can also be used for cargo. This may assist in reducing traffic generated by delivery and loading/unloading from constrained town centres. Parking for loading activities may be reallocated to the periphery of the centres, with cargo bikes used as an alternate form of delivery inside the town centre.

In particular e-cargo has the potential to assist small, local deliveries as well as allowing greater convenience for private trips. Bike and scooter sharing platforms are currently popular in many cities around the world. These platforms allow for one-way travel and dockless systems are convenient for users.

Action 2.3.4: Explore supporting the provision of increased bicycle and scooter usage by investigating concepts such as locating bike share docks, **e-cargo, e-bikes and e-scooters and** within town centres and mixed use areas. One option is to locate bike share docks **or e-bike chargers** within existing car parking bays.

Action 2.3.5: Ensure there is adequate policy to support the introduction of car sharing within Vincent

Response: How important do you think Action 2.3.5 is?



Summary of comments

General commentary:

- Not considered a priority nor important by majority of respondents.

Feedback related to the strategy:

- Consider revising the action, noting this is not the local governments responsibility, and is an advocacy position.

Feedback related to the development and implementation of the action:

- Further evidence of why this action is required and that the policy doesn't encourage 'revenue raising'
- Demand will increase over time
- Pedestrian and bike should be priority

- Allocating car bays for car sharing will be a way to attract this service to Vincent

City response to Action 2.3.5:

While the City acknowledges that car sharing is not a priority action, with no current service provider within WA, by catering for future technologies such as car sharing (which is relevant in other parts of Australia) we are able to promote the City as an area for future car sharing services within WA, illustrate to the community that we are forward thinking, and flexible in considering alternatives to the traditional use of car parking bays.

Recommended changes for action 2.3.2 and 2.3.3 (shown in red):

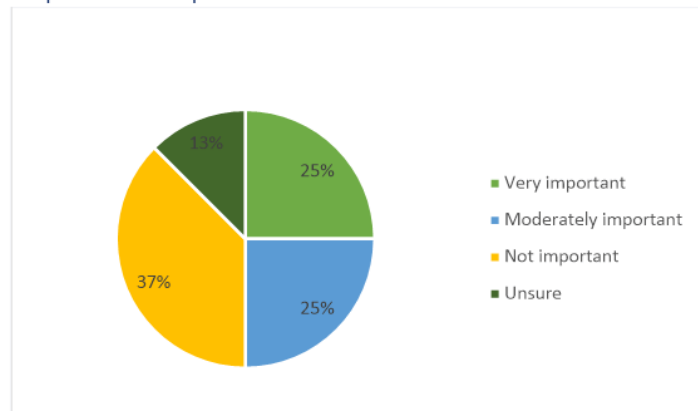
No changes recommended.

**Objective 3: Promote environmentally friendly
and healthy transport modes and initiatives.**

Vincent sees a response to climate change through encouraging mode shift as necessary. Vincent has several policies related to sustainability and the environment, including the Sustainable Environment Strategy and the Greening Plan. Consultation identified resident's dedication to maintain a sustainable environment, praising the City's street tree planting and seeking opportunities to reduce their private vehicle use. The ACS presents the opportunity to develop long-term sustainable networks, embrace alternative fuel sources, active travel, and reinforce the value of canopy cover across Vincent.

Action 3.1.1: Introduce a transport emissions budgeting process to support a reduction in fossil fuel emissions caused by transport and promote the objectives of the City's Sustainable Environment Strategy.

Response: How important is action 3.1.1?



Summary of comments

Feedback related to the strategy:

- Further explanation of the action is required.
- Action should be addressed at the state level.

Feedback related to the development and implementation of the action:

- Discouraging ride share may have a counter effect of increasing private vehicle travel instead.
- Further consultation is required prior to the implementation of this action.

City Response to Action 3.1.1:

Submissions have indicated that a transport emissions budget is something that should be implemented state-wide and the responsibility of the state government to ensure its effectiveness.

It has also been indicated that the development of this action will require extensive consultation to be undertaken. This should consider elements such as the effect that the emissions budget may have on discouraging ride share.

Recommended changes to action 3.1.1 (as highlighted in red):

Vincent has already declared a climate emergency. Climate change presents a series of threats for our people, our environment and our cities, including contributing to hotter, drier climates and greater frequency of extreme weather events. These conditions threaten buildings, utilities, and transport networks, as well as damaging ecosystems which contribute to maintaining clean air and fresh water.

Strategic State planning is premised on the likelihood of extensive growth in development and population throughout the entire Perth and Peel region. Within Vincent, the population is expected to increase. Significant population increase causes higher transport demand which will in turn increase pressure on the existing road network and the environment.

In a global context, transport networks contribute significantly to carbon emissions and climate change. Providing for effective urban mobility and reduction in the use of traditional private vehicles is an essential step in reducing carbon emissions and addressing climate change.

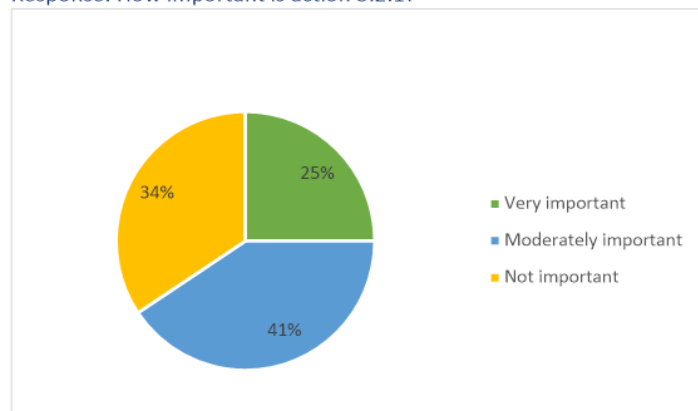
If anticipated growth continues to utilise the transport network as it does currently, the liveability of Vincent will be affected. The ACS intends to support the mobility of all users and reduce reliance on private vehicles. Reducing congestion pressure requires network and infrastructure changes to shift modes of travel away from private vehicle trips and foster the use of active and sustainable modes. The ACS provides the opportunity to support this shift.

A transport emissions budgeting process encourages active and public transport usage through economic support for active and public transport use and economic deterrent for private vehicle use. This can be achieved in a range of financial arrangements including economic support such as subsidised public transport provision and the supply of free active transport infrastructure including bikes and electric scooters. This support can be funded through a budget that is created through the collection of funds of a number of initiatives including increased fees for ride share pick-up and drop-off in congested areas and increased parking fees.

Action 3.1.1: Advocate for the introduction of State and Federal economic incentives to improve mode shift. ~~Introduce a transport emissions budgeting process to support a reduction in fossil fuel emissions caused by transport and promote the objectives of the Sustainable Environment Strategy.~~

Action 3.2.1: Develop marketing campaign/education program to increase community awareness of existing public transit and walking/cycling options to destinations within Vincent.

Response: How important is action 3.2.1?



Summary of comments

General commentary:

- Support

Feedback related to the strategy:

- This actions effectiveness is dependent on upgrades to pedestrian, cycle, and public transport infrastructure.
- The responsibility does not sit with the local government.

Feedback related to the development and implementation of the action:

- Walking and cycling needs to be prioritised.
- The action should build on the existing Travel Smart program.

- There needs to be an incentive to change behaviour.
- Active engagement should be undertaken with residents as opposed to 'blanket promotion'.

City Response to Action 3.2.1:

Submissions have indicated that the development of a marketing campaign/education program to increase community awareness of existing public transit and walking/cycling options should not be the sole responsibility of the Local Government.

The existing travel smart program delivered by the Department of Health helps people make decisions on how they commute. It encourages people to use their cars less, and to choose alternatives such as carpooling, cycling, public transport and walking where possible. There is the opportunity for the City of Vincent to inform and improve this program with a vast knowledge of the local area. Further to this given the City's responsibility of paths and cycle routes will also inform the effectiveness of the program. The action is to be changed accordingly.

Recommended changes to action 3.2.1 (as highlighted in red):

The current trend of prioritising private vehicles as peoples primary travel choice means that many users of the transport network are not aware of the alternative travel options that are available to them.

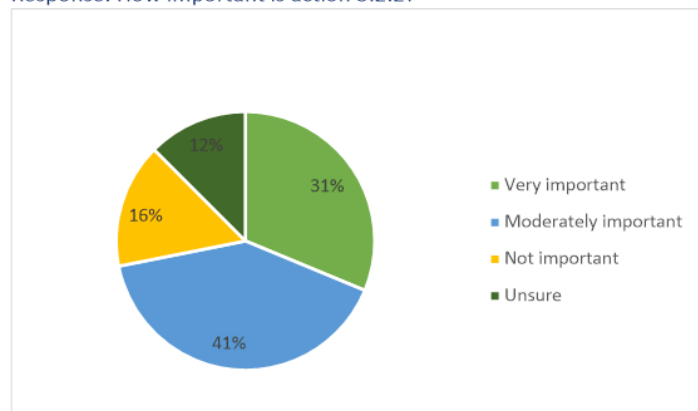
The effective promotion of these alternative modes and education around the amenity which is available to people is a way of influencing mode shift. This does not apply only to the path taken to get to the destination but also the services which are available once the destination has been reached.

The existing travel smart program delivered by the Department of Health helps people make decisions on how they commute. It encourages people to use their cars less, and to choose alternatives such as carpooling, cycling, public transport and walking where possible. There is the opportunity for the City of Vincent to inform and improve this program with a vast knowledge of the local area.

Action 3.2.1: Engage with the Department of Health to develop and implement the next phase of the Travelsmart program. ~~Develop marketing campaign/education program to increase community awareness of existing public transit and walking/cycling options to destinations within Vincent.~~

Action 3.2.2: Ensure appropriate end of trip facilities are provided within town centres and mixed use centres in accordance with LPP 7.7.1.

Response: How important is action 3.2.2?



Summary of comments

General commentary:

- Priority should be placed on the upgrade of existing facilities.

Feedback related to the strategy:

- Further explanation of the intent of the action is required.

Feedback related to the development and implementation of the action:

- This action should be considered for all high density and mixed-use development.
- Facilities need to be well lit, secure, and clean.
- Facilities should include bike storage.

Priority areas:

- Hyde Park.

City Response to Actions 3.2.2:

Submissions have indicated that the intent and purpose of the action is unclear. End-of trip facilities are broadly described as dedicated places that support people using active transport modes to travel to their destination rather than driving or taking public transport. They can include secure bicycle racks, lockers and change rooms where cyclists, joggers and walkers can shower, change, and secure their belongings. This information is to be included as part of the explanation of the action.

We will be looking at options to include end of trip facilities in Council buildings and parks. However, the safest and most convenient form of end-of-trip facilities will be in private developments, especially larger office buildings. Instant demand is also created for these facilities when located in larger office buildings as employees within the building have direct access.

Our Asset Management and Sustainability Strategy will be addressing the issue of upgrades and maintenance of existing facilities. A key objective is to ensure we renew our old buildings before we build new ones.

Recommended changes to action 3.2.2 (as highlighted in red):

Appropriate end of trip facilities are vital for commuter and leisure cyclists. **End-of trip facilities are broadly described as dedicated places that support people using active transport modes to travel to their destination rather than driving or taking public transport. They can include secure bicycle racks, lockers and change rooms where cyclists, joggers and walkers can shower, change, and secure their belongings.**

For leisure and entertainment trips, bicycle parking should meet the needs of those using it while also considering the adjacent land uses.

Consideration should be given to utilising on-street parking areas for bike parking in pedestrian priority areas where cycling is expected to occur within the roadway and potential risk of pedestrian/cycle conflict is high.

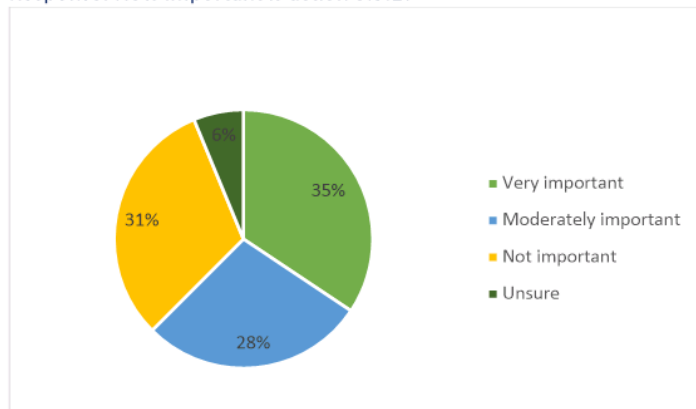
For town centres catering to a dense mix of uses including commercial and business uses, end of trip facilities may be provided by individual private businesses. To further encourage commuter cycling, Vincent can support the development of public end of trip facilities through policy measures and funding ongoing maintenance.

Providing high quality amenity to active transport users and ensuring that they are aware of its availability is a successful way of influencing the mode choice of transport network users.

Action 3.2.2: Ensure appropriate end of trip facilities are provided within town centres, ~~and~~ mixed use centres ~~and~~ major parks in accordance with LPP 7.7.1.

Action 3.3.1: Establish a business plan for the management of parking within Vincent.

Response: How important is action 3.3.1?



Summary of comments

General commentary:

- Those who did not support this action thought that it could result in less parking for residents, and it would likely be expensive.
- Existing parking arrangements should be improved.

Feedback related to the strategy:

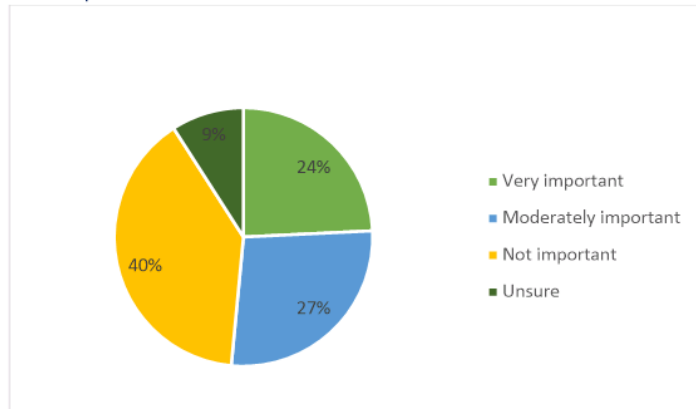
- The review should consider all parking not just specific types.
- The intent of the action is unclear. It implies revenue raising rather than service provision.

Feedback related to the development and implementation of the action:

- The business case should take into consideration improving enforcement and management specifically targeting workers who park in short term bays at the periphery of activity centres.
- Parking surrounding apartment buildings which do not have sufficient parking provisions should be addressed.

Action 3.3.2: Ensure activity centre plans provide for appropriate parking supply to support reduced car dependence.

How important is action 3.3.2?



Summary of comments

General commentary:

- This action contradicts the intent of the draft strategy.
- Submitters were varied in whether they thought less car parking would or would not reduce car dependence.

Feedback related to the strategy:

- The intent of the action is not clear.
- Reducing car usage is reliant on improving the perception of public transport.

Feedback related to the development and implementation of the action:

- Consider advocating to the PTA to give bike riders free public transport.

- Parking supply in activity centres needs to ensure it is sufficient so not to impact nearby residential streets.
- The requirement for parking should be a maximum number of bays rather than minimum.

City Response to Actions 3.3.1 and 3.3.2:

Action 3.3.1 is not specifically intended to reduce parking for residents; however, given that land is limited and our population is increasing, there will come a time when there is no space left for more car parking on the streets.

The purpose of the business plan is to address this problem before it happens. By adjusting pricing and availability, and improving management and enforcement, we intend to provide car parking for those who need it, as a priority, followed by those who choose to drive as a convenience. This business plan doesn't have to be huge or expensive, but it does need to look at the current and future supply and demand of parking, and make informed recommendations for any changes.

Action 3.3.2 is not intended to imply a reduction or increase in car parking as some submissions have identified. It is more about looking closely at activity centres and determining how much parking is appropriate, and where it should go.

The first example of this will be through the draft Leederville Precinct Structure Plan, which is proposing maximum parking rates for private developments.

Examining residential streets neighbouring activity centres is an important factor that can have large impacts on the community. This will be addressed through the revised precinct-specific parking management plans as part of action 3.3.1.

Advocating to the PTA for free public transport is a great idea and something we can investigate during implementation of the Leederville Precinct Structure Plan.

Recommended changes to Action 3.3.1 and 3.3.2 (as highlighted in red):

The needs of parking differ greatly across Vincent. These needs are dependent on the level of activity in the area, the density and variety of development, and the availability of alternative transport modes. Parking should be considered as an ecosystem consisting of public and private, on street and off street, and considering all the many needs of people who use those bays. The optimal parking system would be one where all parking is used efficiently, with the minimum amount of space devoted to parking.

Parking is an effective bridge between land-use and transport mode choice. Constraining parking through planning policy can be an effective method to allocate road space for particular trip purposes (residents, employees, and visitors). This helps to reduce private vehicle trip generation and to create a more sustainable land use and transport environment.

Parking infrastructure is an essential and inherent component of both the transport and land use system and is unique in that behaviour can be influenced directly at the planning and policy stage rather than solely through infrastructure provision. An appropriate supply of well-located car parking is a critical issue for people and businesses.

Vincent's objective for parking is to maintain an appropriate supply of affordable, secure, convenient and appealing parking, that is accessible to all.

Supply of public parking should be located in proximity to major activity generators and be managed so that bays with a high turnover are closest to the centre, and vulnerable users are prioritised. The hierarchy applies primarily to on-street parking but should be considered with respect to offstreet supply and include specific provisions within public and private car parks for high priority users. This helps to ensure that the on-street space is utilised efficiently and effectively in locations with high demand for parking.

The usage of public parking should be monitored to determine hot spots and low utilisations areas so that refinements to parking restrictions can be made. This

will ensure a robust system that maximises efficient use of available parking and minimises the capital investment required to accommodate demand.

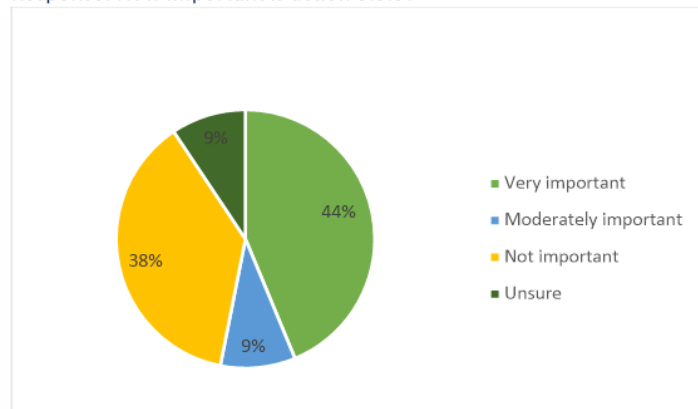
Parking availability is a useful tool in determining the way in which a transport user will reach their destination. Vincent will look to utilise this to the best of its ability whilst maintaining an appropriate level of accessibility to destinations for all users.

Action 3.3.1: Establish a business plan for the management of parking within Vincent.

Action 3.3.2: Ensure precinct plans ~~activity-centre plans~~ provide the right amount of parking, in the right locations ~~for appropriate parking supply~~ to support reduced car dependence.

Action 3.3.3: Better manage the supply of on street parking through the implementation of various restrictions.

Response: How important is action 3.3.3?



Summary of comments

General commentary:

- Views were mixed on this action, with some wanting more residential street parking for convenience or need, and others wanting less out of a desire for increased amenity.
- Car parking is considered to affect the amenity of the street.
- Providing three parking permits per household works against the intent of the ACS.

Feedback related to the strategy:

- Concerns this would impact residents who do not have off-street parking.
- Changes to road infrastructure would be required before this action is viable.

Feedback related to the development and implementation of the action:

- Residents should be prioritised for parking.
- Some residents have more cars than their property can accommodate.
- Car parking affects the amenity of streets.
- Parking restrictions need to be better enforced.
- New parking restrictions need to take into account nearby paid car parks.
- Flow on impacts need to be well-considered so other areas are not impacted.
- All day parking should be provided around train stations.
- Removing residential parking could encourage people to demolish older homes that don't have on-site parking.
- Verges shouldn't be used for car parking.

Feedback related to the development and implementation of the action:

- More detailed feedback was provided for particular streets. These issues will be addressed during the development and consultation on each of the precinct parking management plans.

City Response to Action 3.3.3

The mix of views demonstrates that there is a need for balance when implementing this action. The proposed restrictions are to solve an immediate need to address commuter parking on residential streets. These will be implemented through precinct parking management plans following further consultation and analysis at a street-level.

In terms of residential parking, the listed action specifies "confining parking to the property". As part of this, we would look at a number of different mechanisms and tools such as:

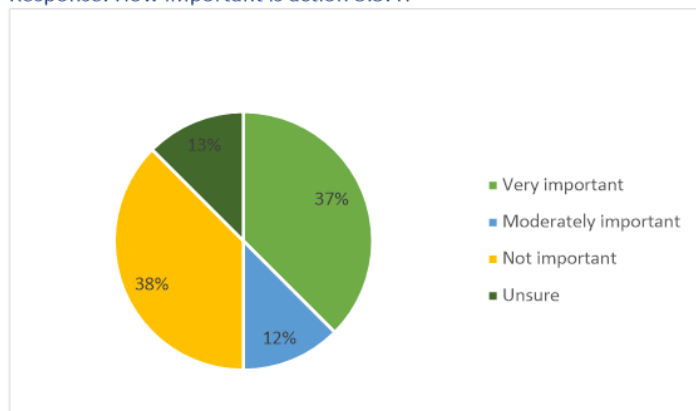
- Revising parking permit system;
- Education campaigns;
- On-site parking requirements;
- Consolidated parking structures; and
- Shared parking arrangements.

Recommended changes to Action 3.3.3 (as highlighted in red):

No change recommended.

Action 3.3.4: Liaise with owners of large-scale private car parks adjacent to activity and transit corridors to transfer management to Local Government.

Response: How important is action 3.3.4?



Summary of comments

General commentary:

- General support
- Concern that the City is not well-placed to manage additional car parks.

Feedback related to the strategy:

- Local residents and safety must be prioritised.
- Reducing parking costs at car parks adjacent to transit corridors will encourage more people to use public transport.

Feedback related to the development and implementation of the action:

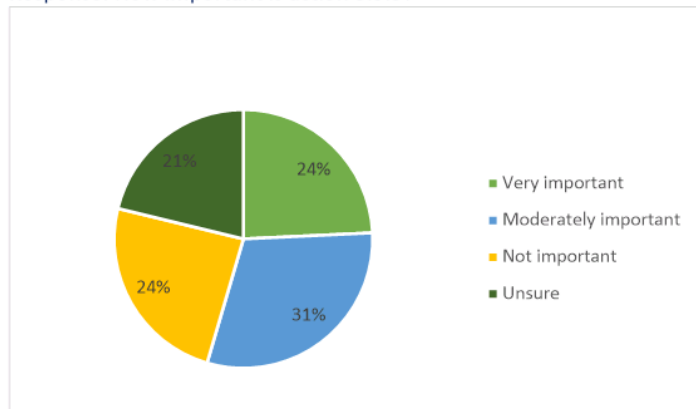
- Management of these parking lots should deter car use and encourage mode shift.

Priority areas:

- North Perth Plaza.

Action 3.3.5: Undertake a strategic review of all land holdings to investigate the viability of sites to provide publicly accessible parking.

Response: How important is action 3.3.5?



Summary of comments

General commentary:

- The provision of more parking contradicts the intent of the draft strategy.
- Vacant land can be better utilised.

Feedback related to the strategy:

- Further explanation of the action is required.
- The supply and demand of existing car parks must be assessed prior to this action.

City response to Actions 3.3.4 and 3.3.5:

Action 3.3.4

As set out in the draft ACS, it is much more challenging to achieve our desired outcomes when large scale parking is out of the City's control. By taking management of these car parks, we could achieve a more consolidated and consistent approach to parking management, providing more certainty and efficiency.

This would not be an overnight exercise, however, and would require a significant amount of work to implement. The City is unlikely to be resourced to run this project over the entire City at once so would more likely look at priority areas, based around suburbs, town centres, transit nodes or some other attractor.

We acknowledge there are jobs that the private market does better. For parking management though, local government is in a unique position where it has more freedom to subsidise services, leading to more efficient use of car parks, rather than being driven by revenue. We are in constant contact with our community, meaning we can quickly adapt and shift our approach as expectations change.

Action 3.3.5

The intent of this action is not to provide more parking, but rather to look at whether there are opportunities to consolidate parking in one location. For example, a large ground-level car park could be half or a third of the size in a multi-storey or underground car park.

Of course, this would come at a large cost, and will require the viability of each site to be determined based on its merits. The remaining land would then become available for more active uses, either commercial, residential or recreational.

Recommended changes to actions 3.3.4 and 3.3.5 (as highlighted in red):

Vincent's objective for parking is to maintain an appropriate supply of convenient and appealing parking that is accessible to all. It is significantly more challenging to ensure this is achieved and encourage active transport use and mode shift when the supply of large scale parking available is managed in different ways.

Parking prices can be an effective tool for traffic demand management. There is the ability for the parking fee structure to be set to best service its user, based on the ideal function of the particular car park in its location. Parking prices should be set so that demand is continually high (peaking at approximately 85-90% occupancy). Where car parks are controlled by one entity there is the opportunity for the fees of car parks to be increased or decreased based on their occupancy ensuring the demand is continually high. This consistent approach will allow for efficient utilisation of existing car spaces and ensure that there is not an oversupply, allowing larger land parcels to be more effectively utilised.

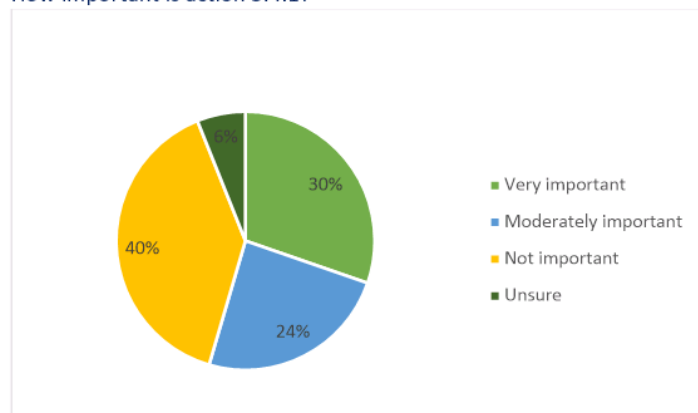
~~It is significantly more challenging to achieve objectives when large scale parking is available and managed in different ways. Achieving a consolidated parking management approach in Vincent would provide more consistency and strategic delivery of parking supply across both private and public car parks.~~

Action 3.3.4: Liaise with neighbouring LGAs and private car park managers to promote more consistent management arrangements to optimise the demand and supply of car parking for residents, visitors and customers. ~~owners of large scale private car parks adjacent to activity and transit corridors to transfer management to Local Government.~~

Action 3.3.5: Undertake a strategic review of all City land holdings to investigate the viability of sites to consolidate ~~provide~~ publicly accessible parking.

Action 3.4.1: Use planning policy to encourage people to use public and active modes of transport by developing diverse housing types within the City which don't require the number of car parking bays currently mandated by the R-codes, particularly along transit corridors and within transit nodes to support public transport uptake.

How important is action 3.4.1?



Summary of comments

General commentary:

- People won't buy housing if there are no car bays.
- High density housing is not appropriate in Vincent.

Feedback related to the development and implementation of the action:

- This needs to be applied over larger areas within Vincent. The action will not be effective when only applied to a small number of developments.
- Roadside residential parking should be increased along transit corridors.

- The application of the action to visitors needs to be considered.
- Anyone purchasing or renting a property should be explicitly told that limited parking is available.
- Parking maximums should be used instead of minimums.
- Don't give permits to people who choose not to provide parking.

City Response to Action 3.4.1:

Diverse housing means providing both higher and lower density, different numbers of bedrooms, differing living spaces, and different title arrangements, which will lead to a good mix of demographics in our area. Through our Local Planning Strategy, we identified with the community that density should be focussed around our town centres and activity corridors in order to protect established residential areas. This isn't proposed to change.

The intent of this action is to build on the Local Planning Strategy by allowing larger developments near, for example, Leederville Train Station. That way, those residents can rely more on the train and less on private vehicles. In such a situation, there would be less of a need to mandate a minimum number of bays that a developer provides on-site. Fewer cars and fewer bays means more space for people, shops and activity that contribute to the vibrancy of an area.

Maximum parking rates are a great idea and could help provide parking at a market-rate rather than a rate determined by the City. Leaving that decision up to the market will balance supply and demand organically over time.

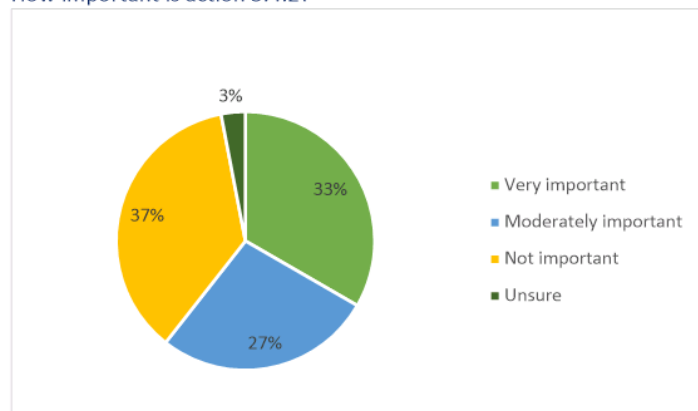
Some comments about notification of limited parking or restricting parking permits are already implemented via conditions on development applications where appropriate and will continue.

Recommended changes to actions 3.4.1 (as highlighted in red):

No change recommended.

Action 3.4.2: Locate and design transit stops along transit corridors to support high-capacity services. Increase residential density at these nodes.

How important is action 3.4.2?



Summary of comments

Feedback related to the strategy:

- This should be the responsibility of the State Government.
- Road infrastructure needs to be improved before this action is viable.
- Maps and more information would assist with illustrating this concept.

Feedback related to the development and implementation of the action:

- The number of stops should be increased and housing density located accordingly.
- Density around transit nodes is better than density along busy roads.
- Light rail would be preferred over buses and superbuses.

- Density needs to be done properly, in the right place and at the right scale.
- Density should be located in the CBD, not Vincent.
- Increased density can't be justified solely by proximity to transit nodes, other services and amenity is required.
- This should have been considered at the last planning scheme review.
- There is no need for more bus stops along existing routes.

City Response to Action 3.4.2:

While most submissions suggested this action was important, there are a lot of differing viewpoints about how this should be implemented.

Residential density was determined at the last Scheme Review, so it would be appropriate that the next Scheme Review is when this action is considered. That way it will be more holistic and take into account demographic changes, other services and amenity, existing development uptake, and potential new transit routes/stops.

Recommended changes (as highlighted in red):

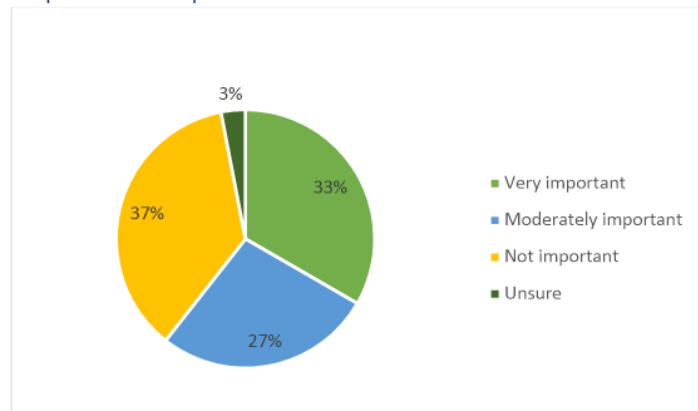
At nodes that have been identified for high-density development, the pedestrian environment is a particular priority. High quality streetscapes are required to support residential amenity and commercial activity in these areas.

These pedestrian environments further support the use of public transport. Public transport can be used by everyone, this includes people with disabilities, school children and the elderly, the pedestrian environment should reference the needs of all users.

Action 3.4.2: In the next planning scheme review, consider the location and design of transit stops. ~~Locate and design transit stops along transit corridors~~ to support high-capacity services. Consider proximity to transit stops when determining ~~increase residential density at these nodes.~~

Action 3.5.1: Repeat parking surveys at 3-5 year intervals on a rolling basis across the City. A schedule of priority areas based on the data collected has been produced, with surveys recommended to start in the Leederville Town Centre and the surrounding area.

Response: How important is action 3.5.1?



Summary of comments

General commentary:

- Concern that this action conflicts with earlier actions.

Feedback related to the strategy:

- It is not clear why Leederville is to be prioritised.

Feedback related to the development and implementation of the action:

- The data from the parking surveys should be made public.
- Anecdotal information from resident groups can be a valuable source of evidence.

City response to Action 3.5.1:

Generally whenever any parking changes are proposed, data from parking surveys is released publicly as evidence. The City wouldn't support releasing the entire survey straight away, but this could be an option after a few iterations are completed. The surveys are intended to look at trends over time, rather than just a snapshot in time. Looking at just one survey could be prejudiced by many different variables, which are mitigated when looking at trends over time.

Leederville is suggested to be re-surveyed first as it is likely to have the largest amount of new development occurring in the coming years and so could be most at risk of parking issues. Leederville also recently lost a large car park to the rear of the Leederville Hotel. It appears that the demand for parking has been met by the other existing car parks but this will need to be verified through surveys. This information is to be included as part of the action.

We don't agree that this conflicts with earlier actions. The purpose is to simply collect data that can then inform the rest of the actions around parking.

In terms of anecdotal information, it is highly valuable but largely depends on the situation. At the time of preparing precinct parking management plans, we will engage with the community before going ahead with any proposals and take into account all relevant comments.

Recommended changes to actions 3.5.1 (as highlighted in red):

Gaining a greater understanding of the transport network in Vincent will help us to continually improve the way in which it functions. We need data to underpin our decisions, and there are many new and innovative techniques we can use to collect it and increase our knowledge.

This will involve ongoing research aimed at gaining a greater understanding of the network and how it contributes to Vincent's economy, environment, health, social, and cultural value. This will also involve collaborating with external agencies to obtain data which can be used to measure and forecast changes to the transport network in the future.

Leederville is suggested to be re-surveyed first as it is likely to have the largest amount of new development occurring in the coming years and so could be most at risk of parking issues. Leederville also recently lost a large car park to the rear of the Leederville Hotel. It appears that the demand for parking has been met by the other existing car parks but this will need to be verified through surveys.

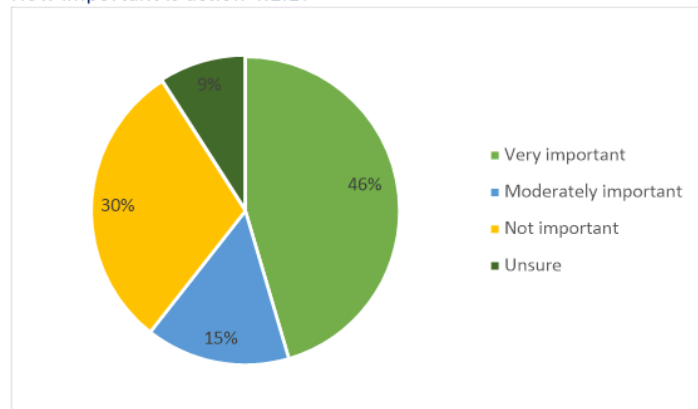
Action 3.5.1: Repeat parking surveys at 3-5 year intervals on a rolling basis across the City. A schedule of priority areas based on the data collected has been produced, with surveys recommended to start in the Leederville Town Centre and the surrounding area.

Objective 4: Make it enjoyable to get around the local area.

Vincent's transport network will extend beyond the function of movement and be enhanced to encourage people to stay and enjoy the areas that they are in. Vincent's transport network will function equally as both a way to reach a destination and a place which is to be enjoyed.

Action 4.1.1: Work with the State Government and Inner-City Group of councils to implement a 40km/h zone in all residential areas of the City by 2023.

How important is action 4.1.1?



Summary of comments

General commentary:

- 30km/h should be the ultimate goal.
- The provision of increased pedestrian and cycle networks and enhanced public transport are better ways to achieve mode shift.

Feedback related to the strategy:

- Further evidence is required.
- The action should not be implemented until the current trial is concluded.
- The reduced speed limit needs to be supported by hard infrastructure to be effective.

Feedback related to the development and implementation of the action:

- The reduced speed limit needs to be enforced.

Priority areas:

- Residential portions of main roads should be considered.

City response to Action 4.1.1:

Submissions have indicated that further evidence of the reasoning behind the 40km/h action is required. The intent of the action as outlined in the draft strategy is as follows; The current 50km/hr speed of local streets creates an unsafe speed variance between active modes of transport and driving. Decreasing vehicle speeds allow mixed-traffic movement networks that become attractive to active transport users. The higher degree vehicle speeds are reduced, the more attractive, safe and accessible they become.

International research strongly supports lowering speed limits within built up areas to increase driver, pedestrian and cyclist safety and amenity. Reduced speed limits make roads safer for all road users, but they also contribute to more active and liveable neighbourhoods. Some of the benefits of slower speeds are:

- Low speeds encourage better interaction between drivers, pedestrians and cyclists;
- They help create more attractive and connected communities;
- They make neighbourhoods safer;
- The risk of trauma in an accident reduces at slower speeds;
- There is less noise pollution; and
- Slower speeds do not cut travel time significantly.

The intent of the 40km/h is to be a 'steppingstone' to 30km/h on residential streets in line with action 4.1.2.

Submissions have raised concern over whether there is enough evidence as part of the interim results of the current 40km/h trial to warrant this action. It has

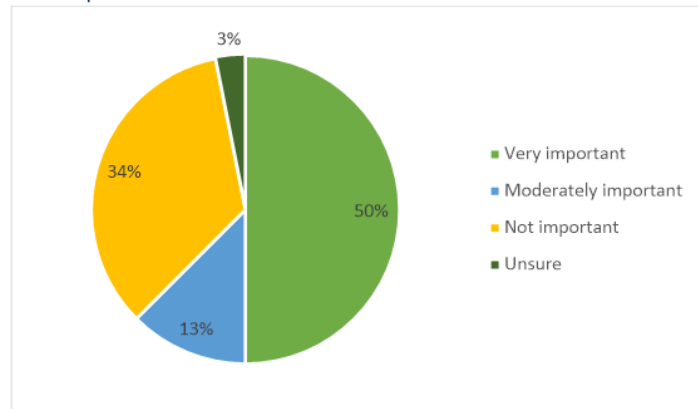
been explicitly outlined in the explanation of the action that implementation will take into consideration the results of the trial.

Recommended changes to actions 4.1.1 (as highlighted in red):

No changes recommended

Action 4.1.2: Develop the City's residential streets in line with the principles of Safe Active Streets with slow design speeds to promote safety and amenity. The aspirational long term vision is that residential streets will have Safe Active geometry, relevant to their location, context and function.

How important is action 4.1.2?



Summary of comments

General commentary:

- Funds would be better spent putting power underground.
- This action is important in changing the function of the street from a mobility corridor to a place to enjoy.
- All local streets should be Safe Active Streets.

Feedback related to the strategy:

- There is no evidence to say that 50km/h is not a safe speed.

- Further evidence behind the reasoning of the action needs to be included.
- This action would reduce the need for the reduction in speed limits to 40km/h.

Feedback related to the development and implementation of the action:

- On street parking can provide traffic calming without having to allocate funds to hard infrastructure.
- Police presence needs to be increased to ensure that reduced speeds are adhered to.
- Changes in technology (autonomous vehicles etc.) will mean that road infrastructure changes are less important.
- Consultation needs to be undertaken with residents prior to the installation of Safe Active Street geometry.
- Freight should not be permitted on local streets.
- The safe active streets only create a perceived level of safety.

City response to Action 4.1.2:

The 50km/h design speed of local streets creates an unsafe speed differential between cycling and driving. It is only when prevailing speeds decrease to 30km/h or less that mixed traffic cycling becomes attractive for the majority of people.

The purpose of Action 4.1.2 is as follows; Residential areas are key to the effectiveness of active transport modes as a viable choice of travel. The low traffic volumes and speeds combined with wide verges, mean that there is an immense opportunity for growth in these trips.

Residents begin their journeys in relatively quiet neighbourhoods' streets. However, these areas are not inherently designed for shared use by vehicles, pedestrians, and bikes.

Road geometry is required to change to reinforce lower speeds. A program of Safe Active Streets is being promoted by the Department of Transport to deliver road environments that support slower traffic speeds along quiet residential

streets. They are predicated on a slow speed, low volume environment using local area travel management (including horizontal and vertical deflection, narrow lanes, street trees and traffic redirection) to reinforce a 30km/h travelling speed. The location and supply of on street parking can support this infrastructure.

It has been raised in submissions that consultation is required prior to the installation of safe active streets. This will be included as part of the Action.

This form of street geometry will discourage freight on residential streets, as streets become harder to manoeuvre for larger vehicles.

Recommended changes (as highlighted in red):

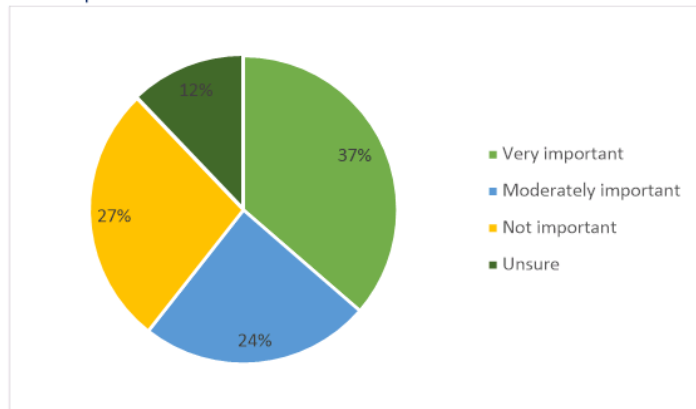
Road geometry is required to change to reinforce appropriate speeds. Safe Active Streets is a program being promoted by the Department of Transport which delivers road environments that support slower traffic speeds along quiet residential streets. They are predicated on a slow speed, low volume environment using local area travel management (including horizontal and vertical deflection, narrow lanes, street trees and traffic redirection) to reinforce a 30km/hr travelling speed. **The location and supply of on street parking can also support this.**

Vincent is one of the early champions of this program (Shakespeare Street) and will endeavour to continue working with the Department of Transport to deliver more Safe Active Streets.

Action 4.1.2: **Through consultation with key stakeholders,** develop the City's residential streets in line with the principles of Safe Active Streets with slow design speeds to promote safety and amenity. The aspirational long term vision is that residential streets will have Safe Active geometry, relevant to their location, context and function.

Action 4.1.3: Continue to support Play Streets within the City.

How important is action 4.1.3?

**Summary of comments****General commentary:**

- Children playing on existing residential streets is dangerous.

Feedback related to the strategy:

- Further explanation of the action needs to be included.
- Reducing Rat Running will support this action.

Feedback related to the development and implementation of the action:

- Children playing on existing residential streets is dangerous.
- Efforts should be placed on making streets safe for children always.

Priority areas:

- Forrest St.

Response to Action 4.1.3:

The purpose of Action 4.1.3 is as follows; Play streets is an initiative which has been successfully implemented throughout cities across the world. To reinforce the concept that residential streets should ensure the safety of pedestrian users, particularly children, Play Streets temporarily close residential streets to through traffic so that children are empowered with the freedom to play outside in a safe environment.

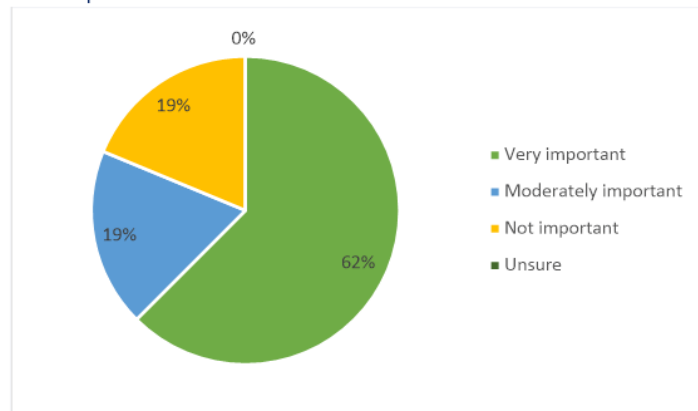
Play streets support the approach to residential streets as being primarily people-focused areas, supporting behaviour change and a shift away from private vehicles in residential areas. Vincent's continued support of Play Streets is a valued mechanism to support slow residential vehicle speeds and streetscapes designed for all ages and abilities. This detail has been included in the explanation of the action.

Recommended changes (as highlighted in red):

No changes are recommended for this action.

Action 4.1.4: Improve streetscapes to enhance pedestrian experience as per the link and place design guidelines, including the provision of additional street trees, native verges, lighting, street furniture, etc.

How important is action 4.1.4?



Summary of comments

General commentary:

- General support.
- This should be a high priority.
- Pedestrian amenity is at a high level.

Feedback related to the strategy:

- Reducing Rat Running will support this action.
- Road infrastructure changes are necessary before this action can be implemented.

Feedback related to the development and implementation of the action:

- This action would be further supported by putting power underground.
- Streetscape improvements should not gentrify an area.
- Increased tree canopy and pedestrian crossings should be prioritised.
- Safety should be improved as part of the implementation of this action.

Response to Action 4.1.4:

Submissions have suggested that whilst there is a desire to improve streetscapes these should not gentrify the area. This is agreed and is to be inputted into the explanation of the action.

Underground power has not been incorporated as part of the draft strategy. This is something that is undergoing continual review by both council and administration.

The provision of additional street trees has been included in action. The identification of increased pedestrian crossing points has been included in the explanation but is to be added to the action also. These elements will all contribute to an increased level of safety.

Recommended changes (as highlighted in red):

The density of high frequency public transport routes is unique to Vincent (within the metro area). This makes attractive pedestrian connections to these Transit and Activity Corridors extremely important.

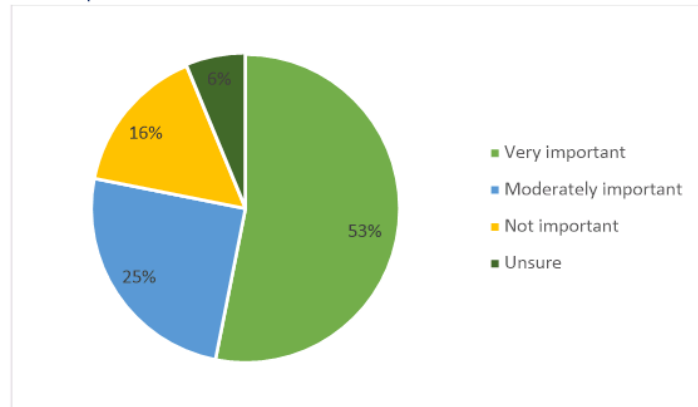
In this instance, the quality of the path is not nearly as critical as the availability of safe crossings, the density of street trees to provide cover and shade and the quality of street lighting in creating a feeling of safety and security.

Pedestrian connections to destinations within residential environments are critical. Major destinations within residential areas are schools, parks, and public open spaces.

Action 4.1.4: Improve streetscapes to enhance pedestrian experience and safety as per the link and place design guidelines, including the provision of additional street trees, native verges, lighting, street furniture, pedestrian crossings etc.

Action 4.2.1: Place plans should identify methods to improve pedestrian and cycling safety in the public realm.

How important is action 4.2.1?



Summary of comments

General commentary:

- General support
- This action is addressed through other actions.

Feedback related to the development and implementation of the action:

- Accessibility for all needs to be emphasised.
- Residents need to be better involved.
- Outdoor eating and street furniture can make streets difficult to navigate and unsafe for cyclists and pedestrians.

Areas of concern/priority flagged:

- Forrest St should be included as part of the North Perth Town Centre, and could provide a high level of amenity with active shop fronts contributing to the street.

Response to Action 4.2.1:

Submissions have identified the need to emphasise that town centres should be accessible to all levels of mobility. This is supported and to be added to the action.

Consultation with community on changes to town centres has been flagged through submissions as needing to be included. This is the intent but will be mentioned explicitly.

The location of infrastructure is to be highlighted as in the explanation of the action to highlight the importance of a clear pedestrian path in town centres.

Recommended changes (as highlighted in red):

Vincent's town centres are vibrant places supporting the liveability, amenity and economic success of the community. Access to and around the town centres must be via a combination active transport modes.

The viability of the town centres is directly linked to providing a variety of transport modes. Given the highly car dependent nature of cities, and limited provision of alternative transport networks, car parking remains a primary factor in determining economic viability. Parking infrastructure to support this has an enormous cost directly to construction and maintenance, and inadvertent costs in landscape, streetscape amenity, development density and proximity.

Due to the intensity of activity, town centres are usually located adjacent to busy arterial roads. These constrained environments are precisely where infill development is planned, resulting in an ever-increasing pressure on the function of the transport network.

Therefore, if town centres are to function effectively, we need to manage the internal land use and transport infrastructure, as well as the capacity of the key transport corridors that provide access. Mode share needs to shift to active modes of transport.

Pedestrian activity and connections are critical in creating this sustainable transport environment. For this reason, the pedestrian environment must be carefully considered. This includes the construction of high-quality paths, shade trees and street furniture to provide amenity and **safe access for pedestrians and cyclists (suitable path widths should always be complied with)**. Pedestrians are most important where activated building frontages and public spaces are proposed, as these rely on pedestrian traffic to retain their commercial viability and place making appeal.

All streets within the town centres must provide some form of off-street pedestrian path, with a higher standard of provision along critical and high demand links. A fine-grained network of pedestrian paths **which supports all mobility levels** allows the networks to more closely match the desire lines of commuters, residents and visitors.

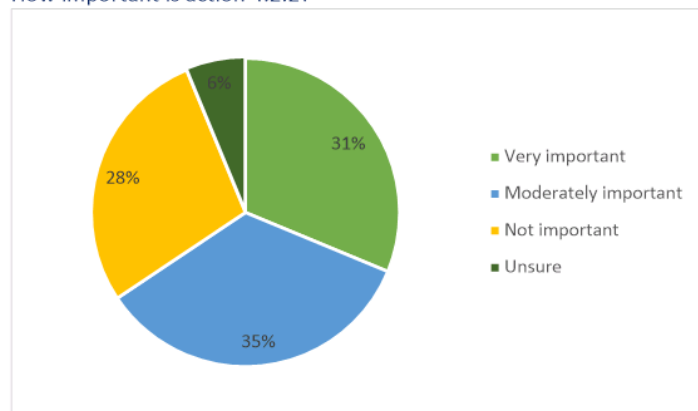
By allocating suitable resources to the pedestrian environment, the uptake and use of these facilities will grow, resulting in a positive feedback loop, reducing demand for other modes and requirement for parking. **Community consultation forms an important component of this and informs the improvements and changes which can be made.**

Creating mode shift in town centres will make them both easy to access and increase people's desire to want to stay longer, utilising the pedestrian amenity which is available to them.

Action 4.2.1: Place plans should identify methods to improve pedestrian and cycling safety in the public realm **making town centres safe and accessible to all.**

Action 4.2.2: Support the vitality of town centres and mixed-use areas for pedestrians by providing parking bays for loading/unloading activities at the periphery.

How important is action 4.2.2?



Summary of comments

General commentary:

- General support

Feedback related to the strategy:

- Major road infrastructure upgrades required to make this viable

Feedback related to the development and implementation of the action:

- The transportation of goods from the periphery to the business needs to be carefully considered.
- Best practice examples should inform the development and implementation of this action.
- The logistics of this action are complicated, and it may not be effective.
- Can be better mitigated through specified delivery times and locations.

Response to Action 4.2.2:

Submissions have highlighted the potential issues that may arise by 'pushing' loading and unloading bays to the periphery of the town centres.

The explanation for this action is as follows; Parking bays for loading/unloading activities in town centres can negatively impact the viability of active transport modes. There is currently limited understanding of the needs of businesses regarding the delivery of goods.

Vincent will investigate the viability of the relocation of this service to the periphery of the town centres as a way of enhancing the amenity of the town centres.

The action is to be reworded to reflect this and emphasise that the City will explore varying the options to ensure that a solution is found that does not compromise businesses in the town centre.

Recommended changes (as highlighted in red):

The explanation for this action is as follows; Parking bays for loading/unloading activities in town centres can negatively impact the viability of active transport modes. There is currently limited understanding of the needs of businesses regarding the delivery of goods.

Vincent will investigate the viability of the relocation of this service to the periphery of the town centres as a way of enhancing the amenity of the town centres.

Action 4.2.2: Support the vitality of town centres and mixed-use areas for pedestrians by **providing investigating the viability of parking bays for loading/unloading activities at the periphery of the town centres and mixed-use areas as well as other alternate methods.**

Mode Shift

Additional comments were provided regarding the mode shift targets set by the strategy. These are as follows:

- The targets set are too low.
- The City's proximity to major employment centres such as the Perth CBD make a greater mode shift target more achievable.

City's response:

The targets for the 5-year interim timeframe represent the bare minimum change required to allow for a sustainable network. Additional private vehicle travel beyond these limits will ultimately result in unacceptable access and mobility for residents, employees and visitors, and reduce Vincent's development potential.

The target for the 10-year vision represents Vincent's potential to become an even more accessible destination, improving environmental, health and economic outcomes for everyone.

These targets will be reviewed as the strategy is and adjusted accordingly based on relevant data and action implementation.

General Comments (summarised)

Comment received:

The background section of the draft strategy discusses car ownership within households. The statement is made that *'households are moving away from multi-car ownership. With this trend the need for parking will decrease'*. This is considered to be false, and the data misinterpreted. Data shows that multi car ownership within Vincent is rising with households increasingly owning more cars.

City's response:

This statement has been further investigated and the data reanalysed. The submission made is correct. The statement as above has been removed and the section on Page 12 revised to reflect this.

Comment received:

The background section of the draft strategy states that the increased parking demand observed south of Vincent Street is due to the increased level of commercial activity. This is not considered to be the case with the demand being caused by residential properties which do not accommodate on site parking due to the age of the dwellings.

City's response:

This statement has been reanalysed. The increase in parking demand is considered to be due to a combination of the two factors as stated above. This has been revised to reflect this on page 13 of the strategy.

Comment received:

No actions directly relate to what the City staff will do to aid in mode shift. The City should be leading by example and staff not permitted to 'park freely' or by provided a car as part of their staff packages.

City's response:

The City of Vincent administration has recently reduced its fleet to have a smaller number of vehicles providing for essential travel. The City will look for further measures to incentivise active transport for staff as part of the EBA agreement negotiations in the future. Actions to support this will be considered as part of the revision of the ACS.

Comment received:

The background section of the draft strategy states that a cycling on quiet residential streets relies on having reasonable cycling proficiency and confidence. This is not considered to be the case with cyclists requiring a greater level of skill when using dedicated bike routes.

City's response:

The level of proficiency required for cyclists on quiet residential streets has been revised to state that a lesser level of confidence is required (page 21).



CITY OF VINCENT

ACCESSIBLE CITY STRATEGY

2020 – 2030





ACKNOWLEDGMENT OF COUNTRY

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

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.



STRATEGY ON A PAGE

VISION

The City of Vincent puts people first. Getting around is safe, easy, environmentally friendly and enjoyable.

OBJECTIVES

- Create a **safe** transport environment
- Ensure consistent **accessibility** and connectivity into, around and beyond Vincent
- Promote **environmentally friendly** and healthy transport modes and initiatives
- Make it **enjoyable** for people (pedestrians, cyclists and active transport users) to get around the local area



PLANS

Safe

- Create active and sustainable transport networks that are safe and understandable.
- Ensure pedestrian and cycling routes (including schools) are of a high-quality and safe for all users.

Accessible and Connected

- Advocate for connected and reliable public transit.
- Reallocate road and verge space, including on-street parking, throughout the City to prioritise vulnerable users according to user hierarchy and road hierarchy.
- Be a leader in adaptability and technology.

Environmentally Friendly

- Reduce carbon emissions caused by the transport network.
- Prioritise and encourage the use of active and sustainable transport modes.
- Manage car parking (including supply and pricing) to improve efficiency and support mode shift.
- Use residential density to support transit.
- Obtain relevant data to inform decisions and monitor progress.

Enjoyable

- Increase pedestrian amenity on residential streets.
- Increase pedestrian amenity in town centres.

ACTIONS

According to implementation plan and subsidiary documents.



CONTENTS

INTRODUCTION	2
CONTEXT.....	3
WHERE ARE WE NOW?	9
PARKING.....	11
PUBLIC TRANSPORT	15
PRIVATE VEHICLES	18
CYCLING	21
PEDESTRIANS.....	23
STAKEHOLDER ENGAGEMENT	27
WHERE DO WE WANT TO BE?	29
SUPPORTING TOOLS	29
VISION, OBJECTIVES AND ACTIONS	36
1. CREATE A SAFE TRANSPORT ENVIRONMENT.....	37
2. ENSURE CONSISTENT ACCESSIBILITY INTO, AROUND AND BEYOND VINCENT	41
3. PROMOTE ENVIRONMENTALLY FRIENDLY AND HEALTHY TRANSPORT MODES AND INITIATIVES.....	47
4. MAKE IT ENJOYABLE FOR PEOPLE (PEDESTRIANS, CYCLISTS AND ACTIVE TRANSPORT USERS) TO GET AROUND THE LOCAL AREA	52
TARGETS.....	56
FUNDING.....	57
MONITORING AND REVIEW	58
HOW DO WE GET THERE?	59
IMPLEMENTATION PLAN	59

HOW TO READ THIS DOCUMENT

The Accessible City Strategy (ACS) is structured around three Key Focus Areas:

WHERE ARE WE NOW? – Sets out the **strengths**, **weaknesses**, **opportunities** and **threats** of Vincent's current transport network and the results of the **stakeholder engagement** surrounding this.

WHERE DO WE WANT TO BE? – Sets out the **vision** and associated **objectives** and **plans** that will respond to the data and consultation collected in the 'where are we now' focus area, to enhance and improve Vincent's transport network. The supporting **tools** which will be used to achieve this are also outlined.

HOW DO WE GET THERE? – Outlines the **actions** which contribute to achieving the vision, objectives, and plans of the Accessible City Strategy.



HOW DO THE VISION, OBJECTIVES, PLANS, AND ACTIONS RELATE?



INTRODUCTION

Transport systems are crucial in creating connection¹ and supporting opportunities for people to access all aspects of daily life, including work, education, shopping, leisure, healthcare and other services.

The City of Vincent's Strategic Community Plan 2018-2028 - Imagine Vincent identifies the need for an Accessible City Strategy (ACS) to guide Vincent's future transport infrastructure and advocacy.

Ensuring that our transport network is equitable and efficient means combating a number of challenges, including:

- population growth;
- congestion pressures; and
- the environmental costs of transport.

These challenges have arisen due to historic patterns of car-centric considerations and design². A shift towards active and sustainable transport options is becoming increasingly important in addressing this³.

The City of Vincent has an opportunity to create and influence a high-quality transport network that supports the economy, environment, and social activities in Vincent.

The transport network includes:

- The pedestrian environment that forms the basis for transport and land-use connections, which must be considered in the context of the road environment and adjacent land uses; and
- Other modes of transport that provide crucial links and efficient access between and within different areas. This includes current modes and possible modes in the future.

The transport network is reliant on achieving a balance between pedestrian demands and the requirements of other modes⁴.

This ACS explores the current provision for transport and compares this infrastructure to the current and future needs of the community, across all transport modes, to support the long term success and viability of Vincent.

The main 'vision' and 'objectives' of the ACS supported by the 'plans' and 'actions' seek to create a more liveable, sustainable, healthy, equitable and prosperous Vincent through placing emphasis on walking, cycling, and public transport.

KEY TERMS

A **mode** refers to different ways by which people travel to destinations. Walking, cycling, catching public transport and driving are all examples of transportation modes.



Mode share describes the proportion of people using each of the various types of transportation modes.

Mode shift refers to changing mode share over time.



Mobility is the capacity for all people to freely move through spaces.

Places are location with specific combinations of, and interactions between land uses, activities, environments, buildings, urban design elements, and transport needs.



Movement refers to the passage of people along streets and roads. The level of movement is understood in terms of the number of people, rather than the number of vehicles.



VINCENT SNAPSHOT

AGE

VINCENT

- The median age is **34**.
- People aged **1-14** years make up **14.2%** of the population.
- People aged **65+** make up **10.8%**



WESTERN AUSTRALIA

- The median age is **36**.
- People aged **1-14** years make up **19.2%** of the population.
- People aged **65+** make up **14%**

COUNTRY OF BIRTH

VINCENT

- Australia - **56.8%**
- England - **6%**
- Italy - **2.9%**
- New Zealand - **2.1%**
- Ireland - **1.7%**
- Vietnam - **1.6%**



WESTERN AUSTRALIA

- Australia - **60.3%**
- England - **7.8%**
- Italy - **0.8%**
- New Zealand - **3.2%**
- Ireland - **0.7%**
- Vietnam - **0.6%**

EMPLOYMENT

VINCENT

- Work full time - **61%**
- Work part time - **28%**
- Away from work - **4.4%**
- Unemployed - **6.1%**



WESTERN AUSTRALIA

- Work full time - **57%**
- Work part time - **30%**
- Away from work - **5.2%**
- Unemployed - **7.8%**

OCCUPATION

VINCENT

- Professionals - **38.1%**
- Managers - **14.9%**
- Clerical and Admin - **11.5%**
- Technicians and Trade - **10.4%**
- Community and Personal Services - **9.2%**
- Sales workers - **6.7%**
- Labourers - **5.5%**
- Machinery Operators and drivers - **2.4%**



WESTERN AUSTRALIA

- Professionals - **20.5%**
- Managers - **12%**
- Clerical and Admin - **13%**
- Technicians and Trade - **16.2%**
- Community and Personal Services - **10.6%**
- Sales workers - **8.8%**
- Labourers - **9.7%**
- Machinery Operators and drivers - **7.5%**

MEDIAN WEEKLY INCOME

VINCENT

- Personal - **\$992**
- Family - **\$2553**
- Household - **\$2019**



WESTERN AUSTRALIA

- Personal - **\$724**
- Family - **\$1910**
- Household - **\$1595**

FAMILY COMPOSITION

VINCENT

- Couple without children - **48%**
- Couple with children - **38.8%**
- One parent family - **10.6%**
- Other family - **2.5%**



WESTERN AUSTRALIA

- Couple without children - **38.5%**
- Couple with children - **45.3%**
- One parent family - **14.5%**
- Other family - **1.7%**

DWELLING TYPE

VINCENT

- Separate house - **51.2%**
- Semi detached, town or terrace house etc - **21.4%**
- Apartment - **26.6%**
- Other Dwelling - **0.4%**



WESTERN AUSTRALIA

- Separate house - **79.1%**
- Semi detached, town or terrace house etc - **14.1%**
- Apartment - **5.7%**
- Other Dwelling - **0.7%**

HOUSE HOLD COMPOSITION

VINCENT

- Family household - **58.9%**
- Single person household - **31.2%**
- Group household- **9.9%**



WESTERN AUSTRALIA

- Family household - **72.2%**
- Single person household - **23.6%**
- Group household- **3.8%**

NUMBER OF VEHICLES PER HOUSEHOLD

VINCENT

- None - **9.1%**
- One vehicle - **42.9%**
- Two vehicles - **34.2%**
- Three or more vehicles - **11%**



WESTERN AUSTRALIA

- None - **4.9%**
- One vehicle - **31.6%**
- Two vehicles - **38.9%**
- Three or more vehicles - **21.5%**

Data source - ABS 2016 Census Data

Vincent's transport network is influenced by several different bodies including the City, the community, and external agencies.

WHAT IS THE CITY'S ROLE?

We are the key point of contact for our community. We are responsible for balancing the needs of residents, schools, community groups, and local businesses with legislative requirements and an established strategic direction.

We have authority over a series of localised infrastructure including local streets, footpaths, shared paths and cycle infrastructure, and street furniture including street lighting. We also have the ability to influence transport mode choice by supporting behaviour change programs, adjusting the supply and pricing of parking, and modifying street layouts.

Those visiting Vincent generate significant activity in town centres and other places throughout the City⁵. The needs of visitors are often different from those of residents and employees⁶.

Our role requires us to be financially responsible. It is important that considerations of cost and identifying additional funding mechanisms be explored where possible. There are also a number of ways in which transport choices can be influenced that do not require large amounts of funding, including amendments to the City's Planning Policies and other statutory instruments.

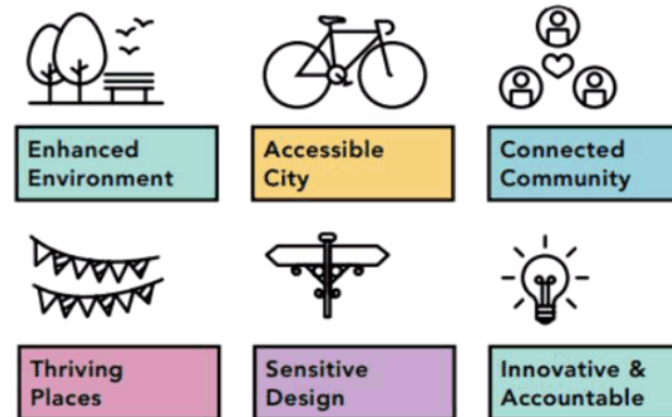
We have an important advocacy role to play to State Government bodies that control movement to and through the City.

STRATEGIC CONTEXT



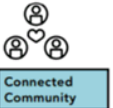
All local governments are required to have a plan for the future. This takes the form of a Strategic Community Plan, which is an overarching document informed by extensive community consultation. It sets the strategic direction for the entire organisation and is supported by a number of informing strategies and plans. One of these is the Accessible City Strategy.




The vision for the City of Vincent has been agreed as:

"In 2028, The City of Vincent is a leafy and vibrant 24-hour city, which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a council that says YES!"⁷



The relationship between the Guiding Principles of Imagine Vincent and the outcomes the ACS are highlighted below:

Guiding Principle	Imagine Vincent Intent	Application to the ACS
 Enhanced Environment	<p>The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.</p>	<ul style="list-style-type: none"> Our parks and reserves are maintained, enhanced and well utilised; Our urban forest/canopy is maintained and increased; We have improved resource efficiency and waste management; and We have minimised our impact on the environment.
 Accessible City	<p>We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.</p>	<ul style="list-style-type: none"> Our pedestrian and cycle networks are well designed, connected, accessible and encourage increased use; We have better integrated modes of transport and increased services through the City; and We have embraced emerging transport technologies.
 Connected Community	<p>We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.</p>	<ul style="list-style-type: none"> We have enhanced opportunities for our community to build relationships and connections with each other and the City; Our community facilities and spaces are well known and well used; and We are an inclusive, accessible and equitable City for all.

 Thriving Places	<p>Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.</p>	<ul style="list-style-type: none"> We are recognised as the City that supports local and small business; Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority; We encourage innovation in business, social enterprise and imaginative uses of space, both public and private; and Our physical assets are managed and maintained efficiently and effectively.
 Sensitive Design	<p>Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.</p>	<ul style="list-style-type: none"> Our planning framework supports quality design, sustainable urban built form, and is responsive to our community and local context.
 Innovative & Accountable	<p>The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.</p>	<ul style="list-style-type: none"> Our resources and assets are planned and managed in an efficient and sustainable manner; and Our community is satisfied with the service we provide.

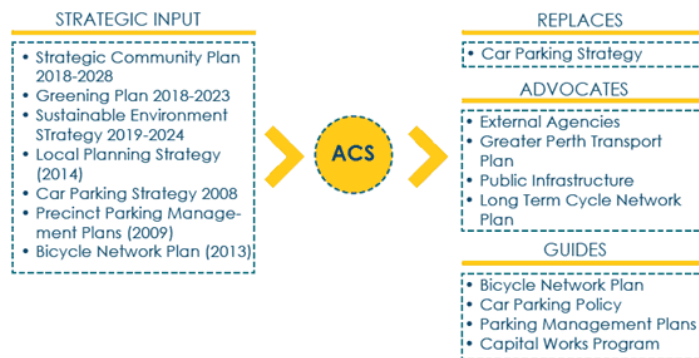
There are a number of Council strategic documents that also inform the ACS.

The relationship between the Accessible City Strategy, the Strategic Community Plan (SCP), and other strategic documents is represented below. Together these strategies and plans inform the City's four-year Corporate Business Plan and Annual Budget.



ELEMENTS OF INTEGRATED PLANNING AND REPORTING FRAMEWORK

The role of the ACS is demonstrated below. The ACS intends to guide the review or amendment of the below documents, in accordance with the implementation plan. An advocacy role is also undertaken when Vincent is being consulted by other agencies.



WHAT ROLE DOES THE COMMUNITY HAVE?

The community helps to establish the strategic direction of the City of Vincent through the Strategic Community Plan. Our community has determined that we should be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.

As a community, to achieve effective outcomes, we also need to consider the individual decisions we make about transport to help us achieve the strategic direction, rather than just meeting the status quo. These decisions are instrumental in the future sustainability of the transport network.

As a community, there is the opportunity to make behavioural changes to support healthy and sustainable ways of living⁸. This includes replacing short car-trips with active modes and public transit. Examples of this include walking 500m to the local park, taking the bus to the local services and facilities or the workplace, and cycling 1km to meet friends for coffee.

WHAT ROLE DO AGENCIES HAVE?

Vincent does not have control over some aspects of the broader transport system. State Government and other agencies play a critical role in planning for and managing the major road/freeway network, in operating the various components of the public transport system, and also ensuring consistency across various local government authority areas. These agencies' various responsibilities and relevant strategies and plans which they look to produce and implement, are below.

The ACS guides our advocacy role in the development and implementation of these strategies and plans:

Department	Responsibilities	Relevant Strategies and Plans
Federal	<ul style="list-style-type: none"> Grants and infrastructure funding 	N/A
Main Roads WA (MRWA)	<ul style="list-style-type: none"> Management of Primary Distributor roads across the state of Western Australia. In the City of Vincent, this includes Charles Street, East Parade, and Guildford Road. Approval is required for traffic signals, signs and lines on all roads 	Central Area Transport Plan; Perth and Peel @ 3.5 Million; Transport @ 3.5 Million; and Policy for Cycling Infrastructure (2000).
Public Transport Authority (PTA)	<ul style="list-style-type: none"> Train services Number and frequency of bus routes throughout the City Ensuring that bus stops comply with the Disability Standards for Accessible Public Transport, including constructing level concrete hard-stand boarding areas and up to 3m of pathway connecting to existing footpath networks Supporting the implementation of transit-supportive infrastructure by LGAs, including roadside bus shelters 	Central Area Transport Plan; Public Transport for Perth in 2031 (draft); Perth and Peel @ 3.5 Million; Transport @ 3.5 Million; and Accessibility policy (2007).

	<ul style="list-style-type: none"> Work collaboratively with MRWA and local government to introduce bus priority lanes 	
Department of Transport (DoT)	<ul style="list-style-type: none"> Working collaboratively with local government to develop strategic cycling networks for the region Providing grant funding for implementation of Western Australian Bicycle Network (WABN) routes 	Central Area Transport Plan; Public Transport for Perth in 2031; Perth and Peel @ 3.5 Million; Transport @ 3.5 Million; and WA Bicycle Network.
Department of Planning (DoP)	<ul style="list-style-type: none"> Land use and Spatial Planning 	State Planning Strategy directions 2031; Perth and Peel @ 3.5 Million; Central Sub-regional Planning Framework; and Capital City Planning Framework (2013)
Metropolitan Redevelopment Authority (MRA)	<ul style="list-style-type: none"> Development of various land parcels, including the East Perth Power Station site. 	Various site/precinct plans and design guides.
Neighbouring Local Government Authorities	<ul style="list-style-type: none"> Working collaboratively to ensure strong connections between localities. 	Various Planning Schemes; Transport and Urban Design plans and policies; and Parking approaches.

WHERE ARE WE NOW?

We have undertaken a series of investigations to identify the strengths, weaknesses, opportunities, and threats associated with the existing transport and land use network.

The following data sources inform Vincent's TransPriority Assessment across the areas of parking, bus services, train services, private vehicles, cycling infrastructure and pedestrian infrastructure.

VINCENT TRANSPRIORITY ASSESSMENT

Car parking occupancy and utilisation surveys	PTA Smart Rider Data
2016 Census data for journey to work and mode share by trip purpose	
Land Use Surveys	Bicycle counts
Off-street and on-street pedestrian and cycling provision.	Intersection turning movement, link count and travel time surveys.
Modeling the existing traffic network to determine available strategic network capacity along major corridors and key intersections to determine traffic growth capability.	

By analysing the strengths, weakness, opportunities, and threats of the existing transport network we can build on what we do well, address what is lacking, minimise risks and take the greatest possible advantage of chances for success.

This summary of data has been broken into modes and looks to create a Vincent specific snapshot of how each mode operates within the local transport network. This contributes to the items identified in the strengths, weaknesses, opportunities, and threats.





PARKING

The needs for parking differ greatly across Vincent. These needs are influenced by the activity, density and variety of development in the area, as well as the availability of alternative transport modes. Parking is an effective bridge between land-use and transport mode choice.⁹

Parking is an essential and inherent component of both the transport and land use system, and unique in that behaviour can be influenced directly at the planning and policy stage rather than solely through infrastructure provision. An appropriate supply of quality, well located car parking is a critical issue for people and businesses.¹⁰

Parking management has the ability to influence a reduction in private vehicle trip generation and to create a more sustainable land-use and transport environment.¹¹

PARKING DEMAND – CENTRES

Data has been collected and assessed to calculate the theoretical parking demand for each town centre. This has taken into consideration the different land use types in each of the town centres and the walking catchment which surrounds them.

Parking demand varies considerably between the town centres. Leederville generates a substantial proportion of the overall requirement for parking in Vincent's town centres. However, this needs to be considered in the context of Leederville being the largest town centre.

PARKING DEMAND – CORRIDORS

Parking along corridors is primarily provided on-site (particularly for employees), along the primary street frontage, and in adjacent minor roads.

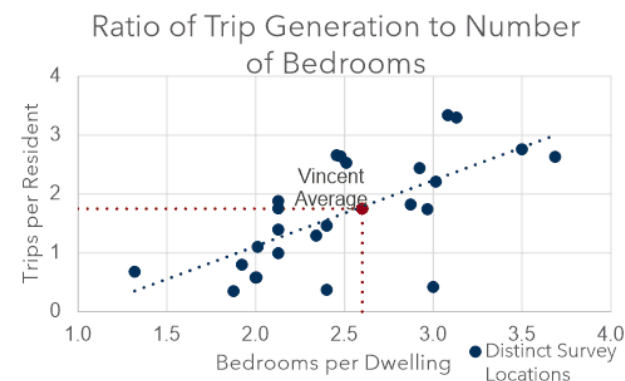
Due to the concentration of existing development along corridors in Vincent, there is less opportunity to create a large, communal public car park. As such, demand can spill over to on-street parking. For this reason, parking management is increasingly important



RESIDENTIAL PARKING

There is a strong relationship between residential density, car parking and trip generation. This largely determines the potential traffic impacts a residential property can have on the surrounding area.

Data taken from the NSW Roads and Maritime Services *Guide to Traffic Generation Developments, 2013* (a resource of surveyed trip rates for residential dwellings), indicates that low density residential development



and high private vehicle ownership, create an environment with significantly higher household vehicle trip generation.

Vehicle ownership in the City of Vincent (1.48 cars per household) is lower than the Greater Perth Average (1.78 cars per household). A reduction in car ownership will be further supported by the provision of more attractive alternative modes of transport. However, due to the difference in household demographics, the number of cars per resident is marginally higher in Vincent than in Greater Perth.

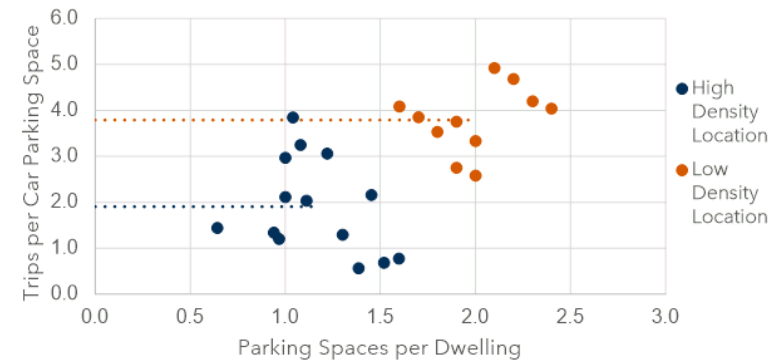
PUBLIC PARKING SUPPLY

Parking surveys have been undertaken for all public parking spaces within the City of Vincent. Public parking in Vincent can be summarised as;

- > More than 17,500 spaces, distributed across the LGA.
- > 2,000 bays in off-street car parks.
- > 1,600 bays paid bays (1,100 off-street and 500 on-street bays).
- > 6,000 unrestricted (free all-day) parking bays, located primarily in residential neighbourhood streets
- > 8,000 time-restricted bays (paid or free), located within or adjacent to Activity Centres or Corridors, or in other areas of increased demand.
- > 500 on-street spaces are subject to some form of residential permit (either as a restriction or an exemption).

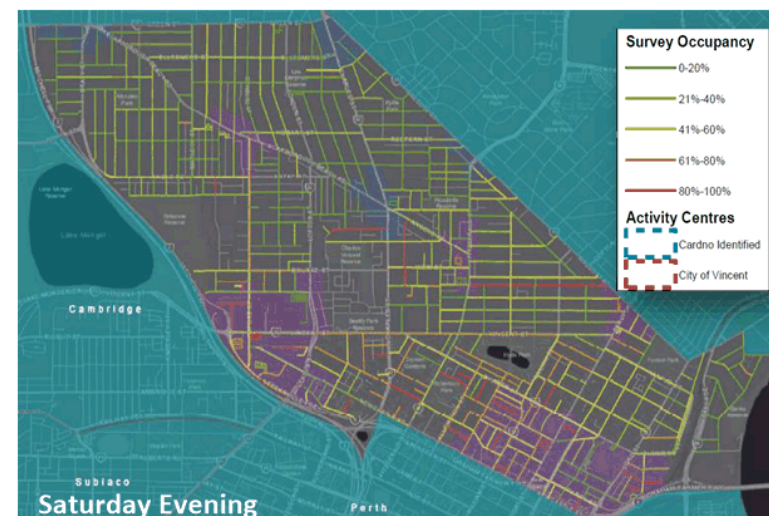
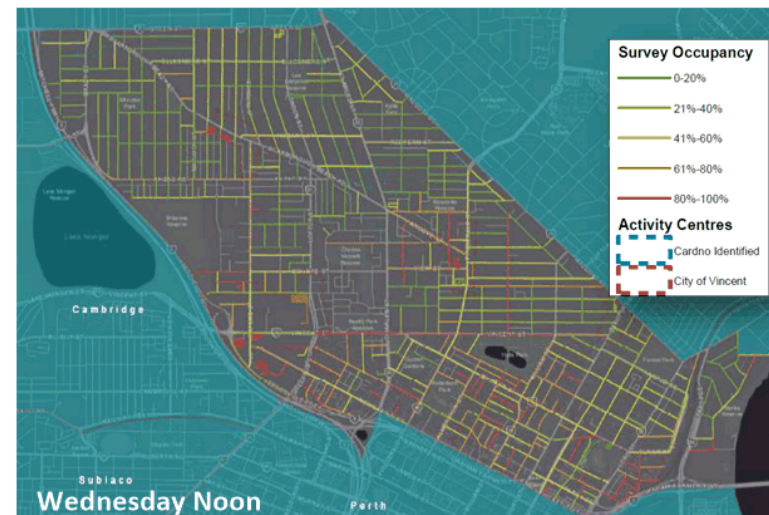
Public parking is available for use by residents, employees and visitors. This is in addition to the off-street private supply. The provision of private and public parking is significantly greater than the demand for car parking, but it may not necessarily be located in the right areas.¹²

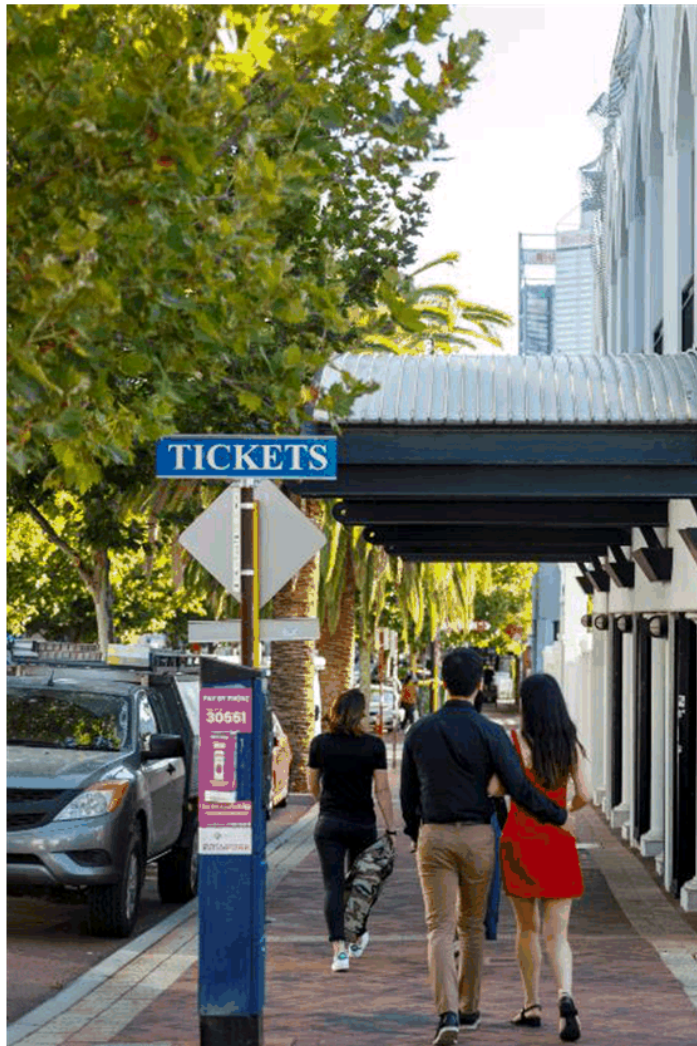
Ratio of Trip Generation to Parking Spaces



The extent of parking demand has been measured directly through occupancy surveys across three periods (Wednesday, Friday and Saturday, 9am-8pm in November 2018). The adjacent maps show the difference in demand at two contrasting times.

- Parking occupancy generally peaks at midday. During this period, on-street and off-street parking has an average of 50% occupancy, some individual streets and car parks are approaching 100% occupancy.
- Parking demand is concentrated in town centres, and within the mixed-use commercial zone south of Vincent Street.
- South of Vincent Street, the greater intensity of commercial land uses and a high percentage of residential housing not having on site parking results in a higher demand for on-street parking, with occupancy rates generally between 60% and 80% occupancy throughout the day.
- North of Vincent Street, large areas of residential development generate consistent levels of public parking demand throughout the day. As much as 25% of public parking in these residential streets is used by residents for on-street vehicle storage.
- There are parking demand hotspots around schools in the City including Highgate Primary, St Albans Anglican Church and North Perth Primary Schools. The roads adjacent to these areas have occupancy over 80% throughout most of the day, reducing in the 6pm-8pm window.
- The Leederville, North Perth/Fitzgerald Street, and Mount Hawthorn precincts are obvious demand hotspots, with higher parking occupancy rates than their surrounding areas (60%-80% vs 20%-40%).
- Majority of ticketed parking is located within town centres. Only View Street and the Leederville town centre car parks appear to be approaching capacity. This suggests that there is an abundance of free parking available outside of the ticketed parking areas which reduces demand for paid parking.
- There were also high occupancy rates observed near the East Perth Station. This may reflect an overspill of park 'n' ride commuters into the adjacent street network.





PARKING SWOT ANALYSIS

STRENGTHS

- Recent parking policy amendments align with planning function and framework.
- Vincent residents are more likely to own one or zero cars and are more likely to use active modes.
- Paid parking is well developed in many locations across Vincent.

WEAKNESSES

- Free, unrestricted on street car parking in residential areas means that residents may own more cars than available car spaces on the property.
- Kerbside parking reduces the capacity for active transport.

OPPORTUNITIES

- Road upgrades or future centre plans will create opportunity to modify parking management and supply.
- Development in town centres can help fund public parking.
- An increase in electric vehicles will require an increase in vehicle charging stations and public parking.
- Increased residential density allows for reductions in private parking, including zero parking minimums.
- Strata title laws increase flexibility for developments to provide shared parking.

THREATS

- Businesses and residents have an extreme emotional attachment to free proximal parking.
- The cost of additional parking or increased management must be borne by the Local Government.
- Future technologies are likely to impact the viability of parking investments.

PUBLIC TRANSPORT

Public transport networks (bus and train services) are a core component of Vincent's transport network. *Perth and Peel@3.5million* and the *Central Sub-Regional Planning Framework* indicate that there is likely to be extensive growth in development across the City of Vincent and throughout the entire region.

This growth will likely assign a comparative level of transport demand to a network already approaching capacity. There is insufficient road capacity to accommodate this transport growth under the current paradigm of predominantly peak-hour private vehicle trips.¹³ The focus on moving cars and trucks in traffic lanes limits the people-moving capacity of the corridor.

As such, an alternative framework and infrastructure solution should be considered which prioritises the movement of people and goods over traffic.

Public transport is an ideal mode, able to provide regional travel for large numbers of people within a relatively small footprint.

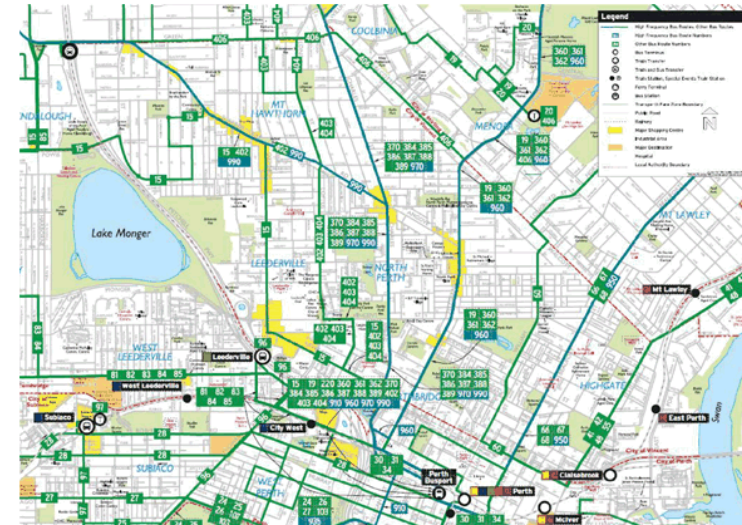
BUS ROUTES AND SERVICE

Due to its proximity to the Perth CBD, the City of Vincent has the advantage of substantial public transport service provision, running in a dense array of north-south alignments. The 29 Transperth bus Routes operating within the road network include four high-frequency (Superbus) services.

The number of bus routes into the CBD creates very effective 'turn up and go' service during the peak period. Off-peak service remains very good along many corridors, but less than ten-minute wait times are not maintained throughout the whole City.

East-west (radial) services are much more limited. There are no services that run from the western suburbs of Vincent through to the east. There are minimal services along Green Street and Walcott Street to the Mount Lawley ECU Campus, and these do not continue through to the Mount Lawley town centre.

Compounding this separation, bus routes to the west of Fitzgerald Street terminate or continue through the Perth Busport, while routes to the east of Fitzgerald Street operate out of the Esplanade Busport. There is effectively no interchange opportunity for public transport connection between the east and west of Vincent.



Effective Bus Frequency		
Road Corridor	Peak	Off-Peak
Lord Street	3½ min	14 min
Beaufort Street	1½ min	5 min
William Street	6 min	14 min
Fitzgerald Street	5 min	7 min
Charles Street	1½ min	3 min
Loftus Street	7 min	12 min
Oxford Street	11 min	30 min
Scarborough Beach Road	10 min	10 min
Vincent Street	No service	
Walcott Street	No Service east of Fitzgerald St	
Green Street	21 min	30 min

BUS PRIORITY

Public transport is at its most effective when it is provided in dedicated corridors and given priority at key congestion points. Bus priority in Vincent is currently available along key corridors including:

- Beaufort Street
- Fitzgerald Street.
- Charles Street (near the bus bridge)
- Newcastle Street / Cleaver Street

Despite the high volume of peak period buses along Charles Street and Lord Street, there are no bus priority facilities along these roads. Both of these roads have been identified by Vincent as Transit Corridors.

BUS STOPS

The level of priority bus services have is partially indicated by the location of bus stops and whether these are bus embayment's or in-lane stopping.

Bus embayment's are generally constructed to limit the impact of bus service on traffic flow. This infrastructure is therefore indicative of corridors where private vehicle traffic is given priority over public transport. buses must wait to re-enter traffic flow, causing adverse consequences to travel time and consistency of the bus service.

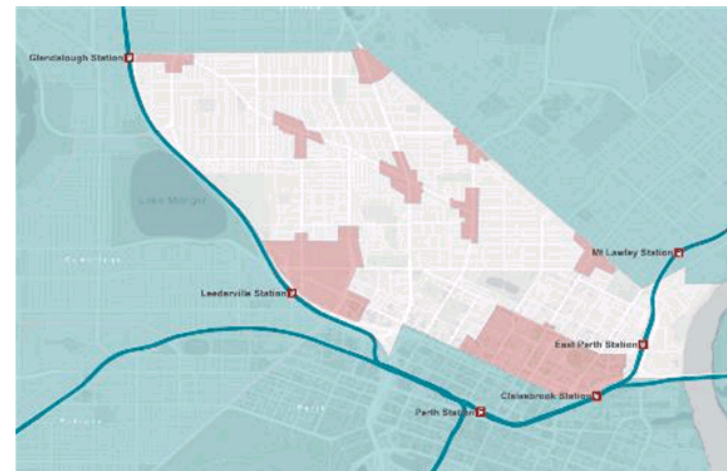
A review of bus stop infrastructure shows that the majority of services do stop in the traffic lane.

Shelters are located along major bus routes, increasing stop amenity and year-round service viability (see below).

TRAIN SERVICE

The City of Vincent is served by two train lines:

Train Line	Train Stops	Frequency
Midland Line	<ul style="list-style-type: none"> • Claisebrook Station • East Perth Station • Mount Lawley Station 	<ul style="list-style-type: none"> • Peak - every 10 minutes • Non-Peak - every 15 minutes
Joondalup Line	<ul style="list-style-type: none"> • Leederville Station • Glendalough Station 	<ul style="list-style-type: none"> • Peak - every 5 minutes • Non-Peak - every 15 minutes



PUBLIC TRANSPORT SWOT ANALYSIS

STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> • North-south bus service along key corridors is efficient during the day. • Bus connections in and out of the Perth CBD are frequent. • In general, train service frequency is good across the day, particularly to Leederville and Glendalough. • The Leederville town centre can leverage the train service for employee and visitor trips, increasing pedestrian activity and reducing car dependency. • Glendalough station provides for effective interchange to east-west bus routes. 	<ul style="list-style-type: none"> • East-west bus services are limited. • Due to the configuration of routes, even bus-to-bus interchange across Vincent is infeasible. • The connection between town centres is poor. • Shared bus/cycle lanes reduce public transport capacity. • Bus routes along key corridors create barriers for passenger crossing. • The East Perth and Mount Lawley train stations are not located near dense centres and service very limited catchments. This creates a high demand for park 'n' ride. • The express service negatively impacts the viability of train services to and from Mount Lawley. 	<ul style="list-style-type: none"> • Current high frequency bus routes may be sufficient for high capacity bus and light rail. • Bus transit will induce PTA to continue to improve service levels. • Connectivity between town centres could be addressed through a free circle route bus service. • Mobility as a service has the potential to improve transport options and cost transparency. • Further priority measures including extended bus lanes and 'bus sensing' signals, would maximise the efficiency of transit corridors. • Service frequency is likely to continue to increase as part of network-wide improvements across the system. • Optus stadium has the potential to increase activity within Vincent prior to and post events. • There is the potential to increase utilisation of the East Perth and Mount Lawley stations by developing access strategies to address shortfalls in patronage. Increasing accessibility to town centres which are otherwise disconnected from train services 	<ul style="list-style-type: none"> • Future expansion of public transport may need to come at the cost of parking or by mixed traffic. • Dense development is dependent on high-capacity public transport, however this may precede any road corridor upgrades. • Access and parking constraint principles will be required along transit corridors. • Any peak period congestion in the system will be felt by the inner city stations closest to the Perth CBD.

PRIVATE VEHICLES

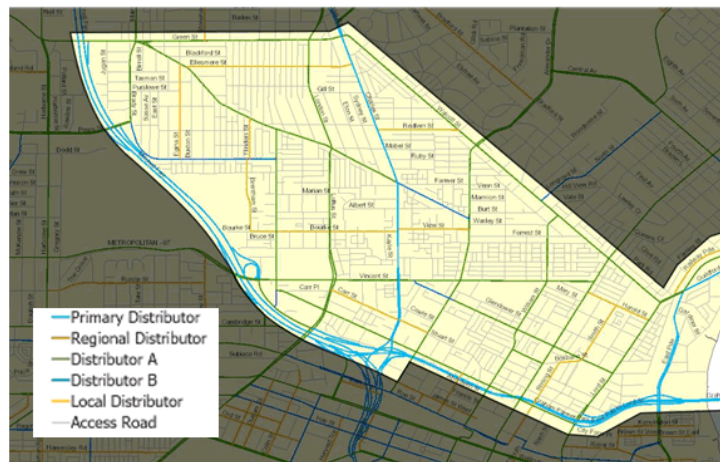
The City of Vincent road network exists as both a regional distributor network, with large amount of through regional traffic connecting neighbourhoods, and a local connector servicing residents, town centres and mixed-use areas.

Vincent is expected to grow in population by approximately 2% per year. This growth combined with existing car ownership levels places an unstable load on the road network in the long run.

ROAD HIERARCHY

The function of private vehicles in the road network is partially defined by each roads position in the Main Roads Functional Hierarchy (MRFH) (see mapping below).

The MRFH classifies road corridors based on role, varying between high volume, fast moving urban and rural roads to low traffic volume, pedestrian and cyclist friend access roads throughout residential areas. This classification can dictate the number of access points, number of lanes and speed limit of each road. The MRFH considers road function only in terms of private vehicle and freight movement.



Road Hierarchy Function				
Road Type	Responsibility	Predominant Purpose	Indicative Traffic Volume	Recommended Operating Speed
Primary Distributor	Main Roads WA	Major network. Movement of interregional and/or cross town/city traffic, e.g. freeways, highways and main roads.	Over 35,000 vehicles per day.	60-110km/h (depending on design characteristics).
Distributor A	Local Government	Important network. High capacity traffic movements between industrial, commercial and residential areas.	20,000 to 35,000 vehicles per day.	60-80km/h
Distributor B	Local Government	Less important network. Reduced capacity, but high traffic volumes travelling between industrial, commercial and residential areas.	7,000 to 20,000 vehicles per day.	60-70 km/h
Local Distributor	Local Government	Minor Distribution network. Movement of traffic within local areas and connect access roads to higher order distributors.	3,000 to 7,000 vehicles per day.	50-60km/h (desired speed)
Access Road	Local Government	Forms part of local distribution network. Provision of vehicle access to abutting properties.	Maximum desirable volume of 3,000 vehicles per day	40-50km/h (desired speed)

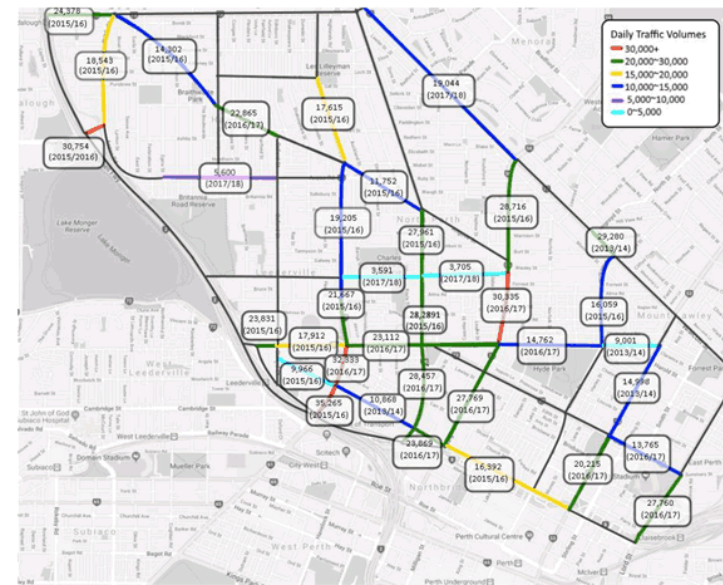
Posted speed limits tend to relate directly to the road hierarchy considering both safety and convenience.

These areas include:

- Leederville town centre (Oxford St/Newcastle St)
- North Perth town centre (Fitzgerald St)
- Mt Hawthorn town centre (Scarborough Beach Rd)
- Mount Lawley town centre (Walcott St)

Traffic congestion occurs when peak period demand exceeds the carrying capacity of the road. A comparison of MRFH map to the observed traffic volumes shows that there is only a loose relationship between road hierarchy and traffic volume, with many Distributor Roads carrying traffic close to or in excess of 30,000vpd, while others carry less than 10,000vpd.

Traffic volumes along key roads across Vincent are at a level that suggests demand is at or near the practical capacity during peak periods. Any future growth in transport demand cannot occur under a 'business as usual' scenario; there is no road space to support more cars travelling at peak times.



Vincent is predominantly a residential city acting as a thoroughfare for freight traffic in some areas to neighbouring suburbs. The City of Vincent road network currently accommodates freight vehicles which are a maximum length of 36.5 metres and have a maximum mass of 87.5 tonne (RAV2) along Lord Street, Brady Street and Scarborough Beach Road.

In an effort to improve vehicular traffic flow, and cyclist and pedestrian safety, it is vital that freight is managed away from built up areas and active transport networks into the future¹⁵.



PRIVATE VEHICLES SWOT ANALYSIS

STRENGTHS

- Distributor roads within Vincent result in an efficient strategic transport network, despite the demands placed on its inner-city location.
- The extent of the strategic network reduces the degree of bypass or 'rat-running' trips through residential streets.

WEAKNESSES

- The majority of Distributor Roads are operating at or close to capacity.
- There is no additional space in the existing road reserve to expand the carrying capacity, resulting in a need for adoption of alternative transport modes.

OPPORTUNITIES

- Future private vehicle travel is likely to be dominated by electric vehicles.
- Autonomous vehicle transport will have a fundamental impact on the way people travel.
- 30km/hr residential speed limits allow for an integration of mixed traffic cycling and significantly improved road safety outcomes.
- In combination with low ownership policies, car sharing schemes have been shown to be extremely effective in providing mobility to residents while heavily reducing kilometres travelled.
- Parking policies imposed on employees, visitors and residents can be used to reduce traffic generation and maintain effective road corridors.

THREATS

- A high proportion of traffic along the Distributor Road network in Vincent originates in suburbs beyond the Local Government area. Vincent therefore has less control over the generation of this traffic.
- As congestion increases, traffic will become necessary to retain resident amenity.
- Autonomous vehicles have the potential to disrupt the transport network.

CYCLING

Extensive growth in residential and employment density across the Perth Metropolitan Area, particularly in inner city locations will trigger the need for substantial changes in the transport network and mode shift will need to occur. Mode shift will result in an increase in the number of cyclists and the demographic of those who cycle will widen to include the full age and ability spectrum.¹⁶

CYCLE INFRASTRUCTURE

Vincent, through the 2013 Bike Network Plan, aims to have a cycle network which is safe, links communities and has facilities for all types of cyclists.

An evaluation of the 2013 network showed that the majority of routes through the City were "Average" in quality. The City has made progress in implementing its vision, with significant investment in cycling infrastructure along key routes greatly improving connectivity.

Cycling infrastructure is varied in Vincent and caters to different levels of cycling confidence. The majority of the infrastructure across the City is provided in shared paths of varying widths and quality. These paths tend to give priority to cars, with crossing controls and amenity suitable for small volumes of cyclists only.

Sealed shoulders along Oxford Street, Palmerston Street, Stirling Street and several more define routes for 'medium' confidence cyclists, though these are largely provided adjacent to on-street parking, without a buffer to traffic.

Cycling is permitted within the bus lanes on Beaufort Street and Fitzgerald Street, though there are inherent conflicts between high-frequency bus services and commuter cyclists that are likely to limit the uptake of these corridors to the most confident cyclists.

Quiet residential neighbourhood streets and slow-speed Activity Centre corridors allow safe cycling in mixed traffic, however the use of these relies on residents and visitors with less cycling proficiency and confidence.

Recent investment in the strategic cycling network has created higher-quality, more attractive and efficient on-street facilities, in the form of buffered bike lanes along Bulwer Street and Scarborough Beach Road and the Shakespeare Street 'Safe Active Street'. This form of infrastructure substantially increases the cycling capacity of these corridors for less experienced cyclists.¹⁷



NETWORK PROVISION

From a network perspective, sections of high-quality separated bike lanes and wide shared paths give local access and mobility, but do not connect to each other. This represents the largest deficiency in Vincent's cycling provision.



POTENTIAL DEVELOPMENTS

Further investment in high-quality separated on-street and off-street cycling provision is required to fill in the gaps between existing components. A strong skeleton of such facilities is necessary to support the future growth of cycling.

CYCLING INFRASTRUCTURE SWOT ANALYSIS

STRENGTHS

- Safe sections of cycle-friendly infrastructure along strategic commuter routes.
- Vincent has a well established active transport culture.

WEAKNESSES

- A lack of network connectivity.
- On street cycle lanes are compromised by their proximity to traffic and parking, in the form of door zone cycle lanes or shared bike/bus lanes.
- The priority of movement is still generally in favour of cars.
- Crossing facilities for cyclists tend to be rudimentary.

OPPORTUNITIES

- Current on street separated cycling infrastructure already built in Vincent provides a strong foundation to extend into a fully-fledged cycling network.
- Passive wayfinding and signage can assist to define the high quality network.
- Priority should be afforded to cyclists, particularly in neighbourhood streets.
- An audit of all street crossing facilities along the bike network, focusing on high traffic crossings.
- E-bike and E-scooter hire schemes.
- Multimodal trips can be supported and encouraged by increased cycle infrastructure.

THREATS

- Demand for private vehicle road space and parking poses an ongoing threat to cycling in Vincent.

PEDESTRIANS

Pedestrian activity and connectivity are factors in the effectiveness and vitality of town centres and activity corridors and Vincent as a whole. For this reason, the pedestrian environment must be carefully considered, particularly along primary pedestrian routes. By allocating suitable resources to the pedestrian environment, the number of people choosing to walk as a way of getting around will grow¹⁸, reducing the demand for other modes as well as the requirement for parking.

Pedestrian travel is much more localised than other transport modes, and vital for the function of all land use and transport systems.¹⁹ Outside of centres, high quality pedestrian facilities should support residential travel to services and facilities, schools, and recreation, and provide a connection to public transport facilities.

An attractive and safe pedestrian realm results in improved health and social outcomes for residents.²⁰ Attractive pedestrian environments can also improve economic outcomes attracting more residents and businesses.²¹

PEDESTRIAN LEVEL OF SERVICE

A pedestrian level of service approach considers the quality of the pedestrian experience across the length of the trip. Pedestrian level of service is a key measure of the distance pedestrians are willing to walk depending on the type of activity (shopping, commuting, recreation) and the quality of the built environment.

The table below (*Adapted from Butcher, 1994*) is the serviceability matrix outlining the distance and relevant amenity associated with the pedestrian environment. What is apparent is the greater the environmental control along the path (e.g. shade) the further pedestrians are willing to walk to get to the activity node.

Destination	High Amenity	Low Amenity
Train Station	800m	600m
School	700m	400m
Shops	400m	200m
Recreation	250m	100m

The most common elements contributing to the existence of a high-quality pedestrian environment relate to aesthetics, safety, and ease of movement. Specific features include:

- Path width, to enable passing and provide for people with varied abilities;
- Safety, including path maintenance, lighting and sight lines;
- Amenity, including ground level activity, type and frequency of street trees, street furniture, public art, and general clutter of the path environment;
- Legibility of the network, wayfinding, and being in proximity of destinations worth walking to; and
- Climate, with shade provided by street trees and awnings.



200m walking catchment along public transport corridors



400m walking catchment around residential destinations (school, activity centres, and recreation areas).



800m walking catchment around train stations.

PEDESTRIAN INFRASTRUCTURE

Vincent's pedestrian path network is highly variable, with built up Activity Centres including Leederville and Beaufort Street, each maintaining 3m wide paths. These areas also benefit from a combination of tree canopy and shopfront awnings providing shelter, resulting in an attractive pedestrian environment.

Pedestrian crossing priority is lacking within key activity areas, with vehicular traffic prioritised over pedestrians.

The provision of numerous shared paths, such as along Mitchell Freeway and East Parade, allow for commuters to freely pass through Vincent to the outer suburbs.

There is a lack of direction and wayfinding throughout the internal network. As a result, pedestrians are apprehensive to walk between centres.

Low volume residential streets are found to accommodate continuous, dual concrete footpaths, approximately 1.6m in width with varying coverings. These are considered low priority paths and exist to transport low volumes of pedestrians to key transit corridors and smaller activity generators. These vary in quality and condition, but currently they are considered adequate for their purpose.

Pedestrian accessibility to Leederville Station is good, however wayfinding and signage is subpar. East Perth station accessibility and wayfinding is severely lacking, with pedestrian linkages to surrounding residential and activity centres undefined.

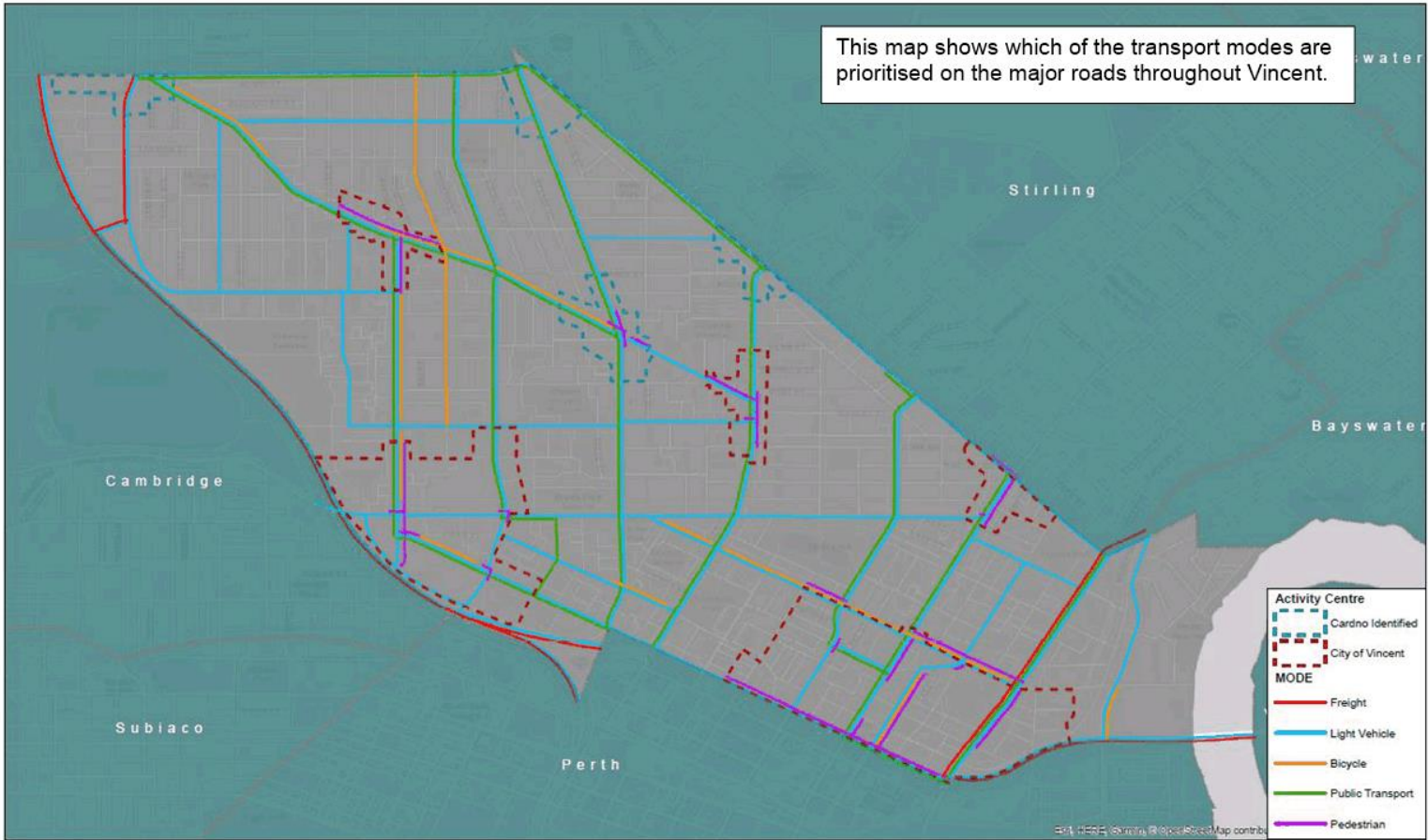
Provisions around major schools are intended to minimise potential pedestrian conflict zones. For example, Mount Hawthorn Primary incorporates an overpass across Scarborough Beach Road and wide medians. These are accessible by residents via the 1.5m minor pathway network, present on both sides of most residential streets.



PEDESTRIAN INFRASTRUCTURE SWOT ANALYSIS

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none">• Extensive path network on most streets within Vincent.	<ul style="list-style-type: none">• Lack of network of wide shared paths to support higher pedestrian volumes or improved amenity.• Distributor roads lack sufficient safe crossing infrastructure.• Verges along major roads are often narrow, reducing pedestrian amenity.• Lighting is inconsistent and insufficient to provide a feeling of safety.
OPPORTUNITIES	THREATS
<ul style="list-style-type: none">• Underground power unlocks additional room for pedestrian amenity.• Growth of activity corridors.• The reprioritisation of corridors to public transport and activity based spaces can provide the nexus for reallocation of road space to pedestrians - necessary to support these other purposes.• Capitalising on existing seating infrastructure to support pedestrian movement.• Increased pedestrian movement will support economic vitality.	<ul style="list-style-type: none">• Competing modes of transport often sacrifice the pedestrian environment.

Existing TransPriority Map



STAKEHOLDER ENGAGEMENT

COMMUNITY ENGAGEMENT

The engagement process for the ACS builds on the broad community engagement undertaken as part of the development of *Imagine Vincent - the Strategic Community Plan 2018 - 2028 (SCP)*. The consultation process for Imagine Vincent included an online community survey containing broad questions about transport.

Community consultation consisted of a workshop and an online survey. In both instances, an initial snapshot of Vincent was produced detailing the strengths, weaknesses, opportunities and threats for the Vincent transport network.

The workshop was held at North Perth Hall on Saturday March 30. This focused on individuals transport experiences and concerns and was designed to be a free form discussion with comments received on any transport mode and/or land use topic. Approximately 40 local residents and community stakeholders attended.

The Online survey was held from the 18 March to 13 April 2019 and was taken by 60 people. The surveys collected a combination of ratings regarding different modes as well as mode specific comments. The feedback we received included:

COMMUNITY FEEDBACK		
A preference for the overall reduction in congestion on the road network and rat-running on residential streets associated with that congestion.	Dissatisfaction with connectivity in Vincent, particularly for east-west and circular public transport, and cycle route connectivity.	
The need to recognise Vincent as being primarily a place for people rather than the movement and storage of people.	Appreciation of the Greening Program and support for further commitment to expanding.	Concern for pedestrian and cycling safety, specifically across major streets, at roundabouts, and when using cycle lanes (Specific locations were noted by some respondents).
Comments received regarding the provision and pricing of parking are divided in opinion. Extensive parking surveys have been undertaken to inform recommendations regarding parking.	Indication that there is insufficient green time for pedestrians to safely cross major roads.	There was a strong desire for Vincent to be a leader in innovation.

TECHNICAL STAKEHOLDER ENGAGEMENT

Detailed input was also sought during this period from a range of government and community stakeholder groups, including the following:

- > Adjoining local governments: The Cities of Perth, Bayswater, and Stirling;
- > Department of Planning, Lands and Heritage (DPLH);
- > Department of Transport (DoT);
- > Public Transport Authority (PTA);
- > Main Roads Western Australia (MRWA); and
- > City of Vincent's Urban Mobility Advisory Group (UMAG).

Input was gathered at individual meetings held with the stakeholders, as well as a group meeting with multiple stakeholders.

Developments and infrastructure changes/improvements in the adjoining LGAs and the broader region were discussed with relevant stakeholders. Developments were considered in the context of Vincent and how these are likely to integrate with the community's vision for Vincent's transport networks.

- > City of Perth discussed their plans for the road network, and their emphasis on Stirling Street bike route as an alternative to Beaufort Street.
- > City of Stirling expects significant increases in density and has had success in dropping private vehicle trip generation over the last 5 years. The need for greater cycling route connectivity was raised.
- > The need for high-capacity transit was reiterated amongst the neighbouring LGAs.

The group stakeholder meeting was centred on specific corridors within Vincent. The session revealed stakeholders' conflicting priorities regarding the function of these corridors. The function of Charles Street in particular was divisive amongst stakeholders.

UMAG provided a range of significant comments. These included identifying strategic priorities such as an emphasis on people rather than vehicle movement, a reduction in the number of on street parking spaces, and the introduction of more street trees. Specific areas of concern were also discussed. These included the pedestrian catchment around schools, and the need to further promote slow vehicle speeds within residential areas.

The ACS consultation feedback is in line with Imagine Vincent in terms of the broad objectives of the ACS and specific community concerns raised.

The above SWOT analysis and community engagement helps us to establish 'where do we want to be?' Through this we are able to define realistic, clear and measurable goals for an integrated transport system throughout Vincent, providing a list of actions that directly respond to the opportunities and threats over the next 5 to 10 years.

DID WE GET IT RIGHT?

The draft ACS was advertised from 3 December 2020 to 19 February 2021. With the purpose of this being to gain feedback on whether the vision and objectives of the draft ACS align with community expectations, the level of importance the community place on each action and whether anything has been missed. Consultation included an online survey, workshop, and engagement with key stakeholders.

The results of the consultation period were:

- Unique page views - 396
- Document downloads - 172
- Survey participants - 43
- Email submissions - 10

Responses were generally supportive of the intent of the draft ACS, with many suggestions on how to make the document clearer, which actions to prioritise, and which actions are not as important. These comments have been incorporated into the final version of the ACS.



WHERE DO WE WANT TO BE?

Vincent's transport network needs to be thought of as one system, not individual projects or modes. This enables the City to get the balance right in managing demand, make the most of existing assets, take up new technologies, and plan for major infrastructure. This helps in the consideration of future changes and identification of options to adapt to changing needs.

The City will consider all transport modes in our planning so that they work in harmony to move people and freight effectively and efficiently. Where modes share the same space, it is imperative that they do so in a way that balances the needs of different users.

The two tools that assist in achieving this are a user hierarchy and the link and place theory.

SUPPORTING TOOLS

PEOPLE – USER HIERARCHY

Many streets and roads support specialised transport networks. This includes walking, public transport routes, cycling, heavy vehicle routes, and service and delivery. These specialised transport networks have different requirements and it is important that their role is recognised and understood as part of the wider network.

Different networks also often compete for the same space and conflict with each other, particularly where roads are narrow or crowded.

A road should operate under a hierarchy of use where infrastructure is provided to support that use. In the context of high-traffic corridors, the existing priority is for cars. There is limited capacity to support the prioritisation of private vehicles as the network densifies. A change is required.

Vincent community has already identified a preference for prioritising pedestrians and better connections with cycling and public transport facilities. A future transport hierarchy of use must therefore preference mobility for people, not cars, through greatly improved pedestrian, cycle, and public transport infrastructure.

In support of the ACS, a user hierarchy has been established for Vincent. This hierarchy is intended to summarise the needs of people travelling within Vincent in order of priority for improvements to the transport network.

The hierarchy is based on a people first philosophy, which prioritises vulnerable people and supports active and sustainable modes of transport before traditional considerations of private vehicle movement.

User Hierarchy:



On Vincent's roads, existing priority is typically for people who choose to drive. In upgrading and/or making changes to these roads, pedestrian infrastructure will be the first focus. This may generate the need for more pedestrian paths, verge space, street trees and shade, median treatments and safe crossing points.

Secondly, the City will ensure that safe and convenient access is provided to people who are cycling.

Thirdly, the City will aim for public transit that is safe, accessible, and convenient. This may include supporting queue jumps at intersections and bus priority lanes above the needs of people who choose to travel using private vehicles.

Application of the hierarchy may require the reallocation of road space to support mobility for people rather than for cars.

This hierarchy is consistent with the opportunities and threats identified in the SWOT and is supported by the feedback obtained during consultation.

LINK AND PLACES

Many of our roads are limited in widths by existing infrastructure which means we need to consider how the function of these roads can be better utilised to meet growing demand. We need a new approach to designing, planning and delivering a modern transport system that meets the increasing needs of people and businesses whilst creating and improving the great places that make up Vincent.

Streets perform multiple functions. Transport links not only move people from A to B, they also serve as key places and destinations. There is a natural tension between these two functions. As a movement corridor, every link aims to minimise travel time and keep people and goods moving. Alternatively, as a destination it aims to increase visitor amenity.

Not all streets can be popular destinations, just as not all streets can prioritise vehicle movement. It is important to recognise the competing demands between movement and activity on our streets. Finding the right balance between the two is fundamental to integrated transport planning.

This way of thinking means that when we plan and develop the transport network, we need to consider the breadth of community needs, expectations and aspirations for the places and streets they pass through.

A combination of dedicated private vehicle and mixed traffic (buses and cars) can achieve movement of 1,600 – 2,800 person-trips/hour/lane. We can increase this capacity by applying the user hierarchy to prioritise pedestrians, cyclists and those catching public transport before private vehicle users.

Using the Link and Place framework, movement is understood in terms of **people carrying capacity**, rather than simply private vehicle movement.

Link refers to how people move along streets and roads. The Link or level of movement is understood in terms of the number of people moving, including pedestrians, cyclists, people catching public transit, and those in cars, rather than the number of vehicles per day.

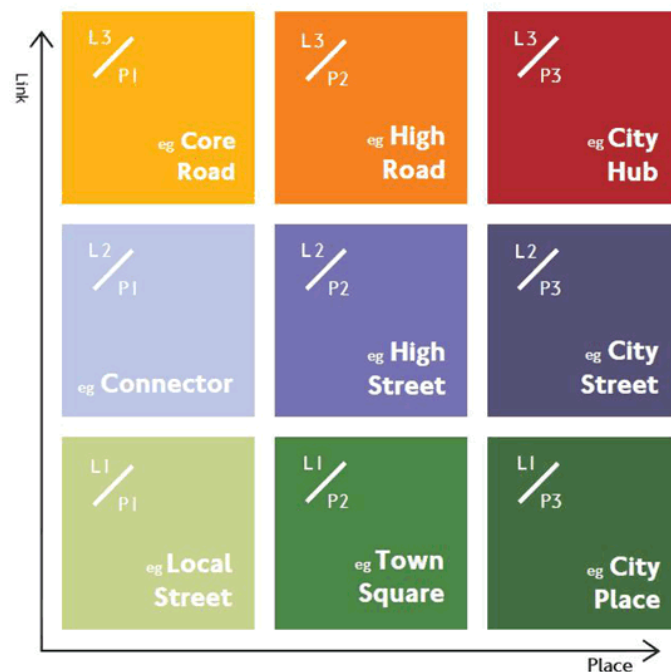
Places are locations which are of specific interest to people or where people undertake activities. Place considers the mix and type of retail, commercial, residential, food and beverage, and entertainment options in an area, and how people move through and to the space. Different streets in Vincent are intended to support different intensities of activity. These places are identified in the City's Local Planning Policy 7.1.1 Built Form as 'Built Form Areas'.



FRAMEWORK

In the Link and Place Framework, streets within the network are categorised according to their specific combined place and link function. The combination of place and link is shown in the below matrix (Figure 6.1). This framework recognises that a liveable and successful city needs a variety of street types that serve different roles and functions in different places.

The typical features for link and place and predominant users of each category have been listed in the corresponding tables.



Core Road L3/P1 High Link/ Low Place	Place	Link
	Users	
	<ul style="list-style-type: none"> • Medium to high density • Big block commercial 	<ul style="list-style-type: none"> • Lower levels of pedestrian activity • Public transport priority in peak AM and PM • High trafficked roads
	<ul style="list-style-type: none"> • Pedestrians walking to public transport • High levels of through movement • Fewer pedestrian and cyclist movement • High levels of public transport 	

Connector L2/P1 Medium Link/ Low Place	Place	Link
	Users	
	<ul style="list-style-type: none"> • Low intensity land use • Low to medium density residential and commercial • Lower level of movement functionality than core roads, higher level than local streets • Neighbourhood and local centres 	<ul style="list-style-type: none"> • Low traffic capacity • Low speed zone • Mostly through traffic • Key connectors between town centres • Cycle routes for pedestrians to homes and various destinations including schools • On street parking
	<ul style="list-style-type: none"> • Pedestrians walking to public transport and local centres • Mix of all modes • Popular cycle routes • Low volumes of heavy goods vehicles 	

Local Street L1/P1 Low Link/ Low Place	Place	Link
	Users	
	<ul style="list-style-type: none"> • Residential is the predominant use • Low to medium density housing • Higher density developing near public transport, local shops and mixed use • Increased trees planting and traffic calming increase 	<ul style="list-style-type: none"> • Low speed environment • Pedestrian priority around key attractors • Used by locals as primary access to residential • Quiet routes for cycling and walking • Low volumes of goods and service vehicles
	<ul style="list-style-type: none"> • Mix of all modes • Public transport provides access for people on defined routes • Levels of traffic change over the day • Pedestrians walking to public transport stops • Cycling for local trips and/or commuting 	

High Road L3/P2 High Link/ Medium Place	Place		Link
	<ul style="list-style-type: none"> Low to medium density mixed use zones Supports a moderate level of social and economic activity Moderate density of commercial, civic and residential Street and public realm support street edge activity 		<ul style="list-style-type: none"> Large volume of mixed traffic Bus routes and interchanges at peak times Significant through movement Peak hour congestion near denser urban areas Provision for pedestrian and cycling amenity
	Users	<ul style="list-style-type: none"> High pedestrian movement in centres People using public transport interchanges Public transport provides efficient movement for people Cycle routes General traffic 	

High Street L2/P2 Medium Link/ Medium Place	Place		Link
	<ul style="list-style-type: none"> Moderate level of street-side activity Mix of residential, commercial and civic uses Medium density residential Shops Civic institutions 		<ul style="list-style-type: none"> Efficient public transport providing Traffic peaks in the AM Pedestrian movement is high in the evening Cycle routes On street parking Direct access to local businesses and properties
	Users	<ul style="list-style-type: none"> A mix of all modes with public transport providing access for people on defined routes Pedestrians walking to bus stops and local centres 	

Town Square L1/P2 Low Link/ Medium Place	Place		Link
	<ul style="list-style-type: none"> Medium to high density residential Offices, retail and mixed use Street markets Medium level of active frontage Support main streets 		<ul style="list-style-type: none"> Emphasis on pedestrians Mixed traffic provision Short term parking Low speed environment Local street serving local people Congested conditions in peaks
	Users	<ul style="list-style-type: none"> Pedestrian movement is high throughout the day Cyclist volumes increase as facilities improve Public transport is important for people movement A mix of all modes, can be high in volumes 	

City Hub L3/P3 High Link/ High Place	Place		Link
	<ul style="list-style-type: none"> Main streets High quality public realm Significant destinations in their own right Well used Support intense concentration of activity High density residential nearby 		<ul style="list-style-type: none"> Emphasis on pedestrian activity and priority High number of pedestrians Large volumes of mixed traffic at peak times Emphasis on public transport in peak times Cycle routes
	Users	<ul style="list-style-type: none"> High pedestrian levels especially afternoon peak and evening Cycle access is important Buses and cars are a significant portion of traffic Parking on street or side street 	

City Street L2/P3 Medium Link/ High Place	Place		Link
	<ul style="list-style-type: none"> Continuous street frontages Shops, restaurants, and cafes Offices Civic function Well known destinations 		<ul style="list-style-type: none"> High pedestrian priority Low speed zone Important movement corridors (high pedestrian activity and movements) Mix of all modes Significant through movements and peak hour commuters
	Users	<ul style="list-style-type: none"> Pedestrian movement is high throughout the day Cyclist volumes increase as facilities improve Public transport particularly important for people movement A mix of all modes, can be high in volumes 	

City Place L1/P3 Low Link/ High Place	Place		Link
	<ul style="list-style-type: none"> Shared Spaces Plazas Town squares High quality public spaces High quality retail Important social spaces May support high density Civic land uses 		<ul style="list-style-type: none"> Pedestrian orientated activity prioritised Low speed environment No provision for significant through routes High quality lighting Service vehicle provision Bike parking Public transport access
	Users	<ul style="list-style-type: none"> Mostly pedestrians, access for vehicles is restricted Cyclists Service and Delivery 	

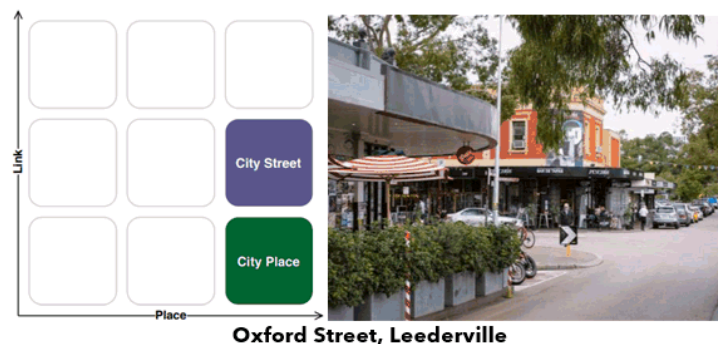
Building on what has been identified through the SWOT analysis and taking into consideration the User Hierarchy, the Link and Place framework has been applied to Vincent to develop a road function map to guide the future Vincent transport network.

The road and street types have been developed based on link and place functions for now and how they could be into the future, ensuring more efficient, liveable, sustainable and inclusive transport outcomes. The street types establish the roles and priorities of the street.

As per the Link and Place Matrix, the road designations guide what types of infrastructure or other improvements may typically be required to support place, activity and movement.

This evaluation considers the pedestrian amenity, streetscape activation and development accessibility criteria of an area, and uses this to affect the form of the transport infrastructure that will best support the desired land use planning outcomes.

Where activity levels are high (high level of Place - P3), infrastructure is designed to improve pedestrian amenity, street trees, furniture, al fresco dining opportunities, on-street parking, etc. This enables the street environment to act as an extension of the land use. This is typical of town centre main streets such as Oxford Street, Leederville.



A road that serves primarily to provide mobility would be built to ensure efficient travel for appropriate modes (high link function M3). This might involve high frequency bus lanes, access control, bike lanes, etc., all of which focus on the movement of people through an area. This is typical of arterial roads between Activity Centres, including Beaufort Street, Mount Lawley or Walcott Street, North Perth.



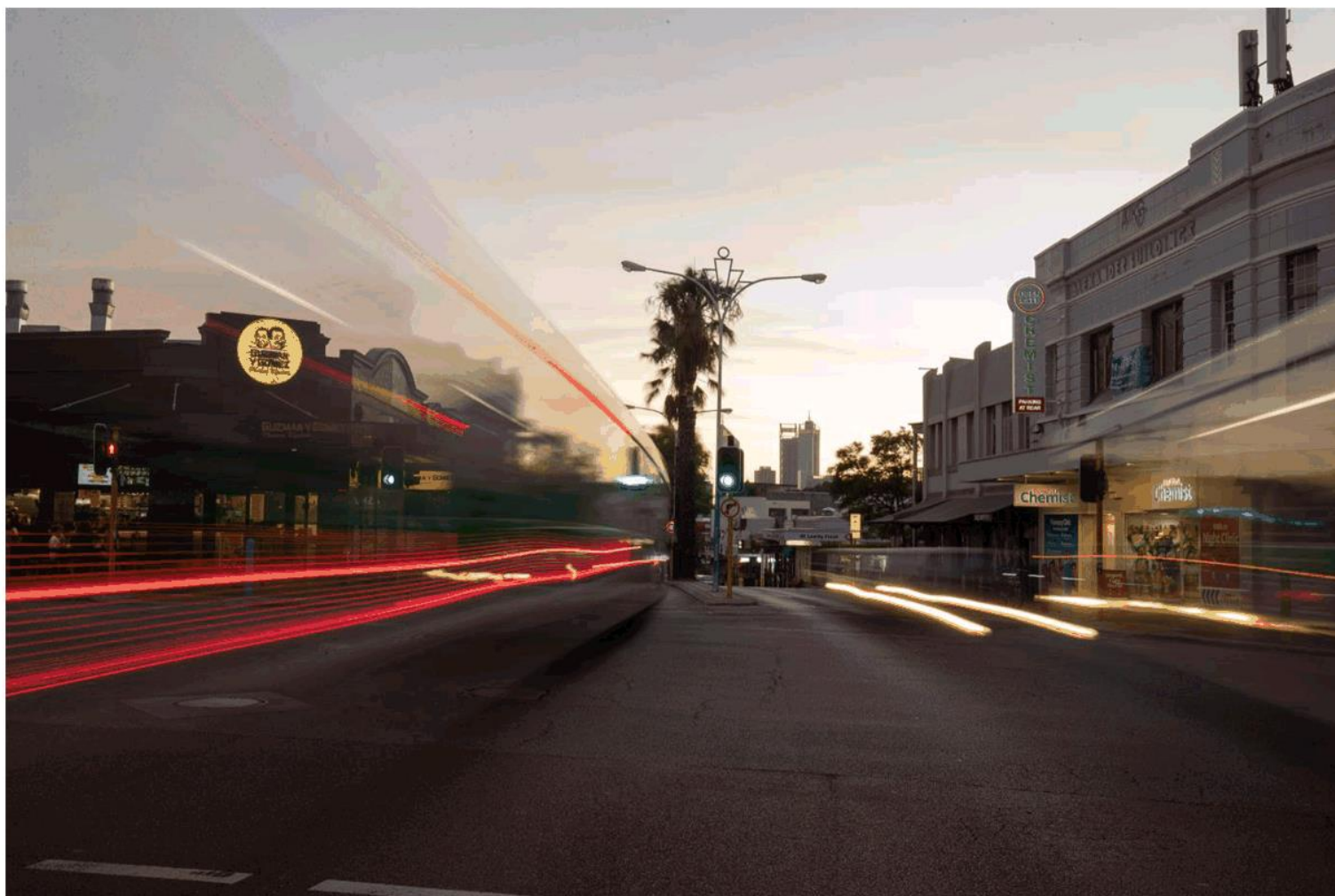
There are many locations which function as Activity Corridors (with a high place function - P3) as well as Mobility Corridors (with a high movement function - M3) the Link and Place classification being a 'City Hub'. Careful consideration is required to ensure that the transport infrastructure is consistent with the desired environment (high link (M3) and Place (P3) function). This may involve construction of high-capacity but slow-speed traffic lanes, well-defined pedestrian crossing points, and deep footpaths/verges to create pedestrian amenity and shade (where street trees are present).

Beaufort Street is an excellent example of the benefits of multi-modal corridors: during peak periods buses carry over 60% of the people in 5% of the vehicles, while operating well below the carrying capacity of the bus lane.

At a time when communities are expecting to have a greater say in transport and infrastructure decision making, link and place provides opportunities to have discussions about how we can address and prioritise our future transport challenges.

FUTURE ROAD FUNCTION - LINK AND PLACE MAP



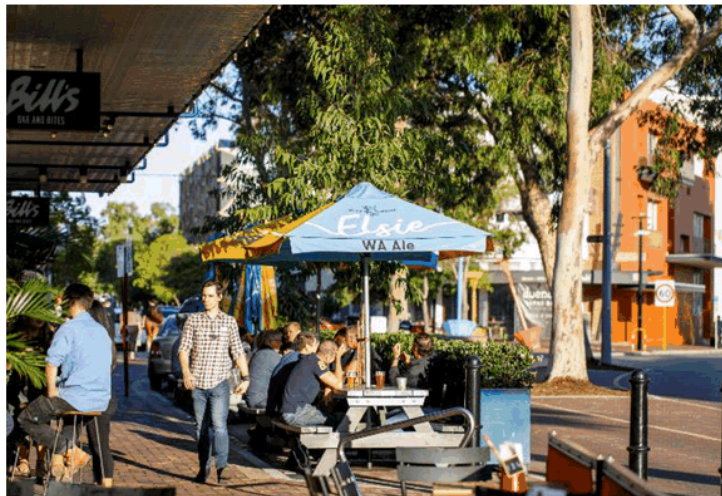


VISION, OBJECTIVES AND ACTIONS

After establishing where we are now, we determined what our major opportunities and threats would be in the future. Community consultation reinforced what we found and reaffirmed the findings of the Imagine Vincent consultation undertaken in 2017. The resulting vision integrates the opportunities within each mode of transport, as follows:

The City of Vincent puts people first. Getting around is safe, easy, environmentally friendly, and enjoyable.

The Vision feeds into four key objectives. Within each objective are several plans. These plans are achieved by the actions listed in the Implementation Plan.



Objective	Plan
Create a safe transport environment.	<ul style="list-style-type: none"> Create active, sustainable transport networks that are safe and legible. Ensure pedestrian and cycling routes (including schools) are of a high-quality and safe for all users.
Ensure consistent accessibility and connectivity into, around and beyond Vincent.	<ul style="list-style-type: none"> Advocate for connected and reliable public transit. Reallocate road and verge space, including on-street parking, throughout the City to prioritise vulnerable users according to user hierarchy and road hierarchy. Be a leader in adaptability and technology.
Promote environmentally friendly and healthy transport modes and initiatives.	<ul style="list-style-type: none"> Reduce carbon emissions caused by the transport network. Prioritise and encourage the use of active and sustainable transport modes. Manage car parking (including supply and pricing) to improve efficiency and support mode shift. Use residential density to support transit. Obtain relevant data to inform decisions and monitor progress
Make it enjoyable for people (pedestrians, cyclists and active transport users) to get around the local area.	<ul style="list-style-type: none"> Increase pedestrian amenity on residential streets. Increase pedestrian amenity in town centres.

I. CREATE A SAFE TRANSPORT ENVIRONMENT

Vincent's streets will be safe places for people of all ages and abilities. People will be protected from the risk of moving vehicles. Innovative design will enhance the quality of the public realm without compromising the amenity of our streets for people walking and resting. People are encouraged to shift their routines to more active modes of transport.



1.1 CREATE ACTIVE, SUSTAINABLE TRANSPORT NETWORKS THAT ARE SAFE AND LEGIBLE.

Assuming an increase in population, there is likely to also be an increase in residential and employment density across the Perth Metropolitan Area, particularly in inner-city locations such as Vincent. As our road network is reaching capacity with limited to no opportunity for it to expand there is the need for substantial changes in the way people travel so that the network can accommodate travel demand growth.

Vincent's pedestrian and cycle network is generally comprehensible, with paths available on at least one side of most streets across the City. Though comprehensible, pedestrian and cycle crossing priority is lacking within key activity areas, with vehicular traffic prioritised compromising safety in favour of traffic flow. Distributor roads often lack sufficient safe crossing infrastructure, in the form of signalised intersections or pelican crossings, pram ramps and median islands.

Consultation identified a lack of confidence and safety as the biggest barriers to cycling in Vincent. Infrastructure that creates a safe space for cyclists and indicates to drivers that cycling is a viable transport mode, can help to alleviate these concerns.

Improving the connectivity and quality of the network is also aligned with the objectives of the Department of Transport's draft *Long Term Cycle Network*, which looks to create safe and attractive links between key destinations. There are many ways in which a cycle route can be established. The location of each cycle route will determine the best form of infrastructure to support safe cycling and improve connectivity. The identification of new and upgrade of existing cycle routes and their infrastructure will be based on best practice examples, evidence, data and extensive community consultation.

Action 1.1.1: Review Vincent's Bike Network Plan taking into consideration relevant State Planning Policy to ensure the provision of a dense network of cycling routes to support cycling as a safe alternative transport mode to private vehicles. The review of the Bike Network Plan will consider:

Action 1.1.2: Implementation of the Bike Network Plan.

Wayfinding is recognised as a critical component of the legibility of place, helping to determine how people move through spaces. These decisions are guided by architecture, urban design, landmarks and views and further supported by signage, tactile interventions and technology.

The current lack of directional signage and wayfinding across the internal shared path network is a barrier for those wanting to choose active transport modes as their primary way of getting around. Wayfinding provides direction and guidance for pedestrians, cyclists, public transport users and those parking vehicles, and can include information such as the time and distance to a destination.

Comprehensive directional and wayfinding signage is crucial to the safety, ease and success of increasing the number of trips taken by active transport modes within Vincent.

Vincent's wayfinding strategy currently provides for car parking and some pedestrian signage throughout the City. To promote safe active transport, wayfinding for pedestrians and cyclists should be included in Vincent's wayfinding strategy, focusing on key strategic routes and destinations.

Vincent looks to support improved connection across the pedestrian and cycle networks in turn creating a safe and understandable transport network to assist in shifting people's behaviour from prioritising private vehicular travel to more active and sustainable modes of transport.

Action 1.1.3: Develop and implement a consistent wayfinding and signage strategy across the City. This should consider pedestrian transport modes, cycling, and parking, providing appropriate localised details for each town centre and activity and transit corridor.

1.2 ENSURE PEDESTRIAN AND CYCLING ROUTES (INCLUDING SCHOOLS) ARE OF A HIGH QUALITY AND SAFE FOR ALL USERS.

Pedestrian activity and connectivity are important factors in the effectiveness and vitality of Vincent. The pedestrian environment must be carefully considered, particularly along primary pedestrian routes. By allocating suitable resources to the pedestrian environment, the number of people choosing to walk as a way of getting around will grow, reducing the demand for other modes as well as the requirement for parking.

The pedestrian environment should be accessible to all. Pedestrians with mobility issues, children, and elderly should be prioritised. By ensuring that the path network is suitable for those who may experience physical or cognitive barriers, this is achieved. A high degree of safety and amenity can support the pedestrian environment. The inclusion of lighting and shade (street trees which are well maintained and awnings) can support this. The obstruction which can be created by temporary structures and works will also influence the usability of the pedestrian environment and should be mitigated accordingly.

Action 1.2.1: Develop a high quality, safe pedestrian path network which supports all mobility levels and is accessible to all. This includes:

- Undertaking an audit of network crossings including intersections, mid-block crossings and high traffic crossovers. Priority should be given to areas surrounding schools, key routes to town centres and mixed-use areas, activity corridors, and transit nodes;
- Identifying midblock crossing opportunities;
- At intersections, ensure pedestrian priority traffic lights are in place; and
- Use planning requirements to manage streetscape development and temporary obstructions.

Action 1.2.2: Upgrade and improve paths based on the condition assessment undertaken every 3 years. Ensure a high-quality pedestrian environment which is accessible to all is maintained throughout Vincent.

Roundabouts are a function of the transport network which are increasingly problematic for active transport users, they were flagged as a consistent risk for cyclists during consultation.

Roundabouts are generally designed to support the high-speed movement of cars in all directions, and the high-speed design of these facilities can adversely impact pedestrian and cycling safety. The standard geometry of Roundabouts restricts the opportunities for pedestrian and cycle crossing of roads and limit the potential for the addition of dedicated cycling facilities.

The modification of the standard roundabout form and improvement of crossings at roundabouts should be prioritised. This can be delivered in the form of compact roundabouts.

Compact roundabouts use raised platforms, narrow lanes, and restricted sightlines to slow vehicular speeds and increase safety for pedestrians and cyclists. Additional interventions increasing pedestrian priority can also be included.

In the implementation of this action, there is the opportunity to conduct a trial based on community and key stakeholder engagement to ensure that this form of infrastructure intervention is suited to Vincent. The trial will provide ground-based data on the effect that compact roundabouts have on pedestrian and cycle safety, speed on residential streets and the impact of rat running.

Existing roundabouts can be easily retrofitted to support a compact configuration, with the introduction of infill medians at roundabout entries. Consideration is to be given to best practice public transport infrastructure and design guidelines.

Action 1.2.3: Promote compact roundabout geometry through the conversion of existing roundabouts and new roundabouts (where deemed appropriate) in City to reduce vehicle speeds.

Schools act as a major trip generator with a mix of primary, secondary and tertiary educational facilities located within Vincent and also in neighbouring local government areas (accessed by students and staff living in Vincent). Primary and secondary schools are typically located within residential areas, with tertiary located within activity and transit corridors.

Provisions around major schools have already been made to protect pedestrians. For example, Mount Hawthorn Primary incorporates an overpass across Scarborough Beach Road and wide medians ensuring adequate protection.

The quality of the infrastructure directly impacts the mode choice of parents and students and it has the ability to encourage active lifestyles.

To further promote pedestrian and cycling mode share for those travelling to and from schools, street environments within residential areas need to promote safe, legible, and sensible routes to destinations.

In particular, cycling connections to schools should be designed for all ages and abilities. This includes safe, slow speed roads, high quality crossing points and wide well-maintained pathways.

Within the Safe Active Street and Crossing Audit program, Vincent will ensure streets near schools will be the highest priority.

Action 1.2.4: Develop a comprehensive program to support students and staff using education facilities to travel using sustainable and active transport modes which are safe and have a high level of amenity.

The use of active and sustainable transport modes for the journey to and from school is data which can be measured and utilised to understand travel behaviour and the ways in which it can be influenced to create mode shift.

Your Move is a free program helping students get active by increasing walking, scooting, and riding to school. Students are educated on ways to tackle traffic issues and are provided with practical tool to teach and develop sustainable travel behaviour.

Your Move collects journey to school data from schools who have subscribed to the program. By encouraging all primary schools and high schools to join the Your Move program we will be able to better understand the needs of these transport network users and monitor travel behaviour and create targets for mode shift for journey to school.

Education should also be available to parents. This will help to support student and staff travel to and from education facilities and influence a change in behaviour at all levels.

Action 1.2.5: Work with schools (students, parents, and staff) and The Department of Transport to support active travel through resources and programs, including route maps and education programs. Encourage schools to join the Your Move program so that journey to school data can be collected and appropriate mode shift targets created.

Claisebrook station is located to the south-west of Vincent. This station provides an important connection to residential and mixed-use development within Vincent. It also plays an important role in providing transportation to events held at Perth Oval.

Pedestrian access from Claisebrook station to Perth Oval is currently via an 850m-1300m walk (inclusive of a pedestrian bridge). The pedestrian crossing amenity over Lord street is low given the volume of activity generated by Perth Oval events. Further to this, the Parry street intersection should be reviewed to ensure that signal timing prioritises pedestrians.

Providing for high quality, accessible, legible, and safe pedestrian and cycling routes from Claisebrook Station to destinations within Vincent is a priority.

Action 1.2.6: In collaboration with the DoT and PTA, develop a high quality and safe active transport environment between Claisebrook station and Perth Oval.



2. ENSURE CONSISTENT ACCESSIBILITY INTO, AROUND AND BEYOND VINCENT

Vincent's transport network will provide equal opportunity for all users to access work, entertainment, and necessities via active and sustainable transport modes.

2.1 ADVOCATE FOR CONNECTED AND RELIABLE PUBLIC TRANSIT.

Perth and Peel@3.5million indicates that there is likely to be extensive growth in development and population across Vincent and the broader region. Growth in development and population will generate additional transport demand. There is insufficient road capacity available within Vincent to accommodate this growth if private vehicle use grows at the same rate.

Prioritising private vehicles in traffic lanes limits the people moving capacity of the network. For this reason, infrastructure improvements should prioritise the movement of people and goods over traffic.

The level of priority afforded to bus transport is dependent on whether the stop has an embayment or is in the lane of traffic. Public transport is at its most effective when it is provided in dedicated corridors with priority at key congestion points.

As per the link and place framework, streets within the City's transport network are categorised according to their combined place (locations which are of specific interest to people or where people undertake activities. This considers the mix of activity and how people move through and to the space.) and link (How people move along streets and roads in terms of the number of people moving as opposed to vehicles per day) function. This will ensure that we plan and develop the transport network considering a breadth of community needs seeing transport links as not only a way of moving people from A to B, but also as key places and destinations.

Bus priority in Vincent is currently available along key corridors including Beaufort Street (peak period transit lanes), Fitzgerald Street (peak period transit lanes), and Charles Street (portion of full-time priority).

Service reliability was flagged as an issue during the consultation process. Poor service reliability occurs due to combinations of road congestion and limited bus priority infrastructure. Improved bus priority infrastructure could include extended bus lanes and 'bus sensing' signals.

Public transport infrastructure is ideal to prioritise as it can enable the movement of the highest number of people in the smallest amount of space. A frequent and convenient public transport service would support a vibrant, sustainable, and connected city. Public transport infrastructure includes but is not limited to dedicated bus lanes and the strategic placement of bus stops.

Provision for public transport should not compromise the safety and accessibility of the pedestrian environment. Instead, public transport facilities should be well integrated in streetscape environments to complement and connect with pedestrian amenities.

Action 2.1.1: Advocate for additional public transport infrastructure along corridors.

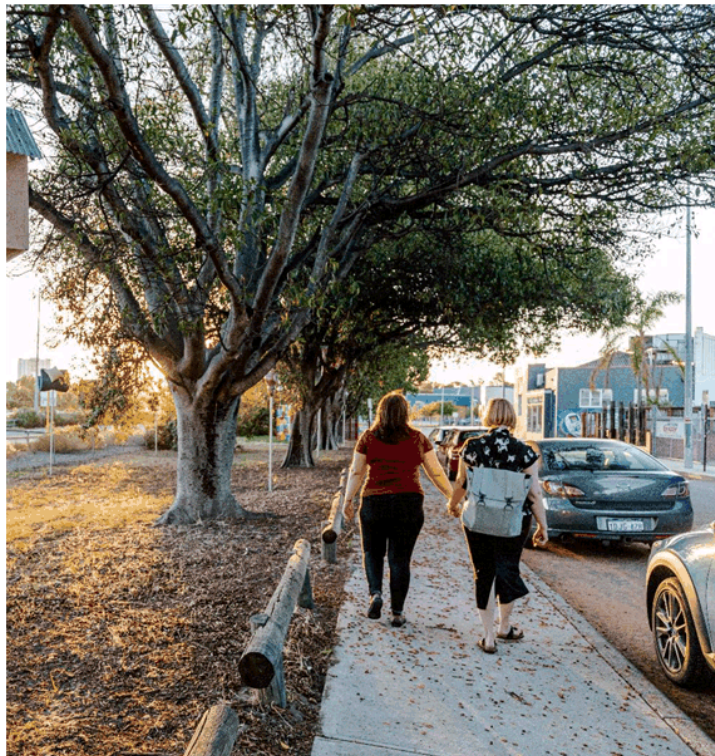
Action 2.1.2: Using the Link and Place framework, incorporate an appropriate level of pedestrian amenity along bus priority routes.

While connections into and out of the Perth CBD are frequent, connection between Vincent's town centres (Leederville town centre, Mount Hawthorn town centre, North Perth town centre, Beaufort St, Mount Lawley, and William St, Northbridge) or beyond is poor. Existing public transport options frequently require patrons to travel first into Perth City before transferring to an outgoing service to reach a different activity centre within Vincent, this is inefficient and time-consuming.

Consultation revealed a desire for greater interconnectedness within Vincent. The existing network provides for limited access between town centres, forcing people who would prefer to use active and sustainable modes of transport to drive.

Vincent will continue to advocate for and support the provision of connected and reliable transport as a way of improving accessibility throughout the City. This will include advocacy to the Public Transport Authority and the investigation of alternate interventions such as cross council circle routes.

Action 2.1.3: Advocate for and support improved east-west public transit connectivity.



2.2 REALLOCATE ROAD AND VERGE SPACE, INCLUDING ON-STREET PARKING, THROUGHOUT VINCENT TO PRIORITISE VULNERABLE USERS ACCORDING TO USER HEIRARCHY AND ROAD HEIRARCHY.

Within Vincent, verges along major roads are often narrow, lacking street trees and shade, and are cluttered with street furniture and road signs, reducing pedestrian amenity. Further to this, lighting is inconsistent, predominantly relying on street-light spill to illuminate paths. This is often insufficient to provide a feeling of security, and the effect is exacerbated where tree cover obscures the lighting.

One of the primary constraints for Vincent's town centres is the lack of verge width. This limits the area available to define high-quality pedestrian environments. To provide this extra space, town centres should consider removing on-street parking along at least one side of the activated corridor; with the need for parking fulfilled elsewhere in the area, along peripheral streets or in consolidated off-street parking. Opportunities to clear pedestrian environments of obstructions should be taken wherever possible. This may include suspending streetlights from buildings or awnings, street trees, consolidating signage and maintaining street furniture.

Beyond town centres, there is further opportunity to reallocate road and verge parking to enhance the pedestrian and cycling network as there is generally lower demand for parking in these areas. This would provide for cyclists of a greater range of abilities and confidence. Extension of cycling infrastructure, even at the cost of on-street parking and vehicle capacity, is necessary to support cycling as a viable transport mode. Cycling facilities should follow primary desire lines and provide fine-grained access to all areas of Vincent. They can take on a number of forms including:

- High quality shared paths;
- Bi-directional protected bike lanes;
- Protected on-road bike lanes; and
- Safe Active Streets (Bicycle Boulevards).

Unprotected on-road bike lanes are generally not considered as appropriate cycling infrastructure since they only provide for confident

cyclists. These should only be used as a last resort on low traffic volume streets.

The reallocation of parking to support active transport modes is a way of encouraging transport network users to travel via active modes of transport. Though this may be perceived as removing accessibility to locations based on the current preference for people to use private vehicles as their primary mode of transport, eventual mode shift will mean that these bays are no longer required.

The link and place guidelines are a way of achieving these upgrades. These are to be developed considering the function of each individual street and taking into consideration best practice examples and existing frameworks from around the world.

Action 2.2.1: Develop a set of link and place guidelines to guide future streetscape improvements.

The Perth Parking Policy was developed to create a sustainable transport system in central Perth by managing parking within the Perth Parking Management Area - Perth, East Perth, West Perth, and Northbridge.

Under the *Perth Parking Management Act (1999)*, all non-residential parking bays within the Perth Parking Management Area are licensed and an annual levy must be paid on these bays where applicable.

Money raised by the Perth Parking Levy is spent within the Perth Parking Management Area to deliver services such as the free Central Area Transit (CAT) bus service and the Free Transit Zone for public transport, it also funds public transport projects and new or improved services that reduce the need for cars within the area.

The investments made with the revenue directly benefit community members and businesses by:

- Managing traffic congestion on inner city streets as the city rapidly grows to improve amenity for residents, businesses and visitors to central Perth;
- Offering free travel on all public transport services within the PPMA; and

- Improving inner city cycling facilities to meet the growing need for convenient, safe cycling routes, and helping to make cycling a safe and attractive alternative transport mode.

Currently, the City pays approximately \$400,000 per year towards the Perth Parking Management Area fund. This fund pays for the free transit zone and CBD CAT bus, which are considered to provide minimal benefit for Vincent residents.

Action 2.2.2: Advocate for use of the Perth Parking Management Area (PPMA) funds for Vincent public transport services, transport studies, and transport infrastructure improvements or a reduction in the levy paid



2.3 BE A LEADER IN ADAPTABILITY AND TECHNOLOGY.

Future change in transport technology is likely to have an ever-increasing impact on travel behaviour. Specific emerging technologies in transport include autonomous and connected vehicles, electrified and hydrogen fuelled transport, renewable energy run mass public transit, car and bike sharing, ride sourcing, and mobility as a service. These technologies will have a range of different effects on Vincent's transport networks and development planning.

Dependent on the manner in which emerging technologies enter the market, there is a risk that the uptake of new technologies may impact congestion in a negative way. If managed effectively, the result can be positive. The role of local government in this space is significantly lower than that of the State Government, in terms of the ability to legislate and regulate these markets.

Autonomous or driverless vehicle technology is in its infancy but developing quickly. No one can predict if and when autonomous vehicles will enter the market on a mass scale. Vincent's role is to remain responsive to ensure that the street networks and wider transport networks are enhanced, not hindered, by any autonomous vehicle technology.

The basic principles of urban transport planning will require vehicles regardless of the technology driving them, to be sensitive to active street environments. This means that people will remain the top priority on our streets, with vehicle use managed so it does not deteriorate the economic, environmental, and social function of the street.

Transit corridors should provide high frequency, fast, reliable travel. When services are upgraded to provide this, people become more inclined to use the service.

This is already being experienced along Beaufort Street where peak, high-frequency services are running near or at capacity. The existing congested traffic conditions reduce the reliability and efficiency of these services.

To further accommodate demand, the capacity of the corridor needs to be increased, this can be done by creating full time transit priority and/or changing to an alternative high capacity mode of transport.

Traditionally, light rail has been used as the foundation of a high capacity transit network, but trackless trams are a recent innovation that may provide an alternative.

Vincent's role during a technology transition period should be to enable and advocate for implementation in a manner that contributes to achieving the City's Vision.

Action 2.3.1: Recognise emerging transport technologies and the benefits they can provide, as well as the potential negative impacts and how these may be mitigated.



Instead of designing parking as a fixed element as we do now, purposefully designing a mix of different parking types for developments allows parking to adapt to changing needs. Providing parking can be done in permanent, convertible, or temporary manners to meet current needs while maintaining flexibility for future demands.

Current car parking structures may have a variety of features that prevent them from being easily repurposed into other uses beyond parking. Some of the most common restrictive features are reduced floor to ceiling heights and the location of ramps where parking extends beyond one floor. Creating parking structures with taller ground floor heights allows for these to be converted to active uses when the need for parking is reduced. This explanation is to be included in the explanation of the action.

Action 2.3.2: Require car parking configurations be adaptable to alternative uses for future development.

Electric vehicle (EV) technology has the potential to make motorised travel significantly cleaner than the current petrol and diesel motors that dominate the network. This would improve air quality and reduce noise pollution.

Advocating for the use of electric buses would also improve the amenity and quality of our street environment, especially on the high frequency routes through town centres.

Whilst the Accessible City Strategy has the aim of reducing private vehicle use, there will always be circumstances where a private vehicle is required, whether it be due to differing levels of mobility or for car sharing services and the like. Supporting the transition to electric vehicles in the future ensures that the impacts of private vehicles are reduced.

Supporting the transition to electric vehicles can be done through the introduction of development requirements to ensure new developments have access to EV charging points.

Action 2.3.3: Ensure all new and existing high-density residential development has access to EV charging bays.





As infrastructure improves, so will the viability of public bike hire schemes. This opportunity may be realised only in partnership with a private firm but can be supported through allocation of public space and other supporting policy measures.

In addition to this, e-bikes and e-scooters can reduce barriers to active transport and therefore facilitate increased uptake of sustainable transport modes. They can achieve this by allowing for reduced travel times and increased ease of journey compared to traditional bicycles and scooters. These allow for extended range and for quicker journey times.

Vincent can support reduced emissions and help to ease vehicle congestion pressures by enabling the uptake of e-bikes and e-scooters. One way to foster the uptake of e-bikes and e-scooters is through the introduction of charging facilities at key nodes. While Vincent does not have a specific role in the development of private sharing services using e-bikes and e-scooters, there may be a role for Vincent in supporting

and advocating for community interests including supporting private share schemes.

E-bikes can also be used for cargo. This may assist in reducing traffic generated by delivery and loading/unloading from constrained town centres. Parking for loading activities may be reallocated to the periphery of the centres, with cargo bikes used as an alternate form of delivery inside the town centre. In particular e-cargo has the potential to assist small, local deliveries as well as allowing greater convenience for private trips.

Bike and scooter sharing platforms are currently popular in many cities around the world. These platforms allow for one-way travel and dockless systems are convenient for users.

Action 2.3.4: Explore supporting the provision of increased bicycle and scooter usage-by investigating concepts such as locating bike share docks, e-cargo, e-bikes and e-scooters within town centres and mixed-use areas. One option is to locate bike share docks or e-bike chargers within existing car parking bays.

The rise of autonomous vehicles is occurring in tandem with a shift away from traditional ownership models, towards sharing and on-demand services. These two changes both have similar impacts in a variety of ways.

Car sharing includes traditional daily rental, by-the-hour services and one way car sharing. Changing consumer preferences provides for an increased focus on access rather than ownership. While there is currently no operator in in Western Australia, Vincent can support car sharing through the designation of specific bays on-street parking and/or in public parking lots.

Action 2.3.5: Ensure there is adequate policy to support the introduction of car sharing within Vincent.

3. PROMOTE ENVIRONMENTALLY FRIENDLY AND HEALTHY TRANSPORT MODES AND INITIATIVES

Vincent sees a response to climate change through encouraging mode shift as necessary. Vincent has several policies related to sustainability and the environment, including the Sustainable Environment Strategy and the Greening Plan. Consultation identified resident's dedication to maintain a sustainable environment, praising the City's street tree planting and seeking opportunities to reduce their private vehicle use. The ACS presents the opportunity to develop long-term sustainable networks, embrace alternative fuel sources, active travel, and reinforce the value of canopy cover across Vincent.



3.1 REDUCE CARBON EMISSIONS CAUSED BY THE TRANSPORT NETWORK.

Vincent has already declared a climate emergency. Climate change presents a series of threats for our people, our environment and our cities, including contributing to hotter, drier climates and greater frequency of extreme weather events. These conditions threaten buildings, utilities, and transport networks, as well as damaging ecosystems which contribute to maintaining clean air and fresh water.

Strategic State planning is premised on the likelihood of extensive growth in development and population throughout the entire Perth and Peel region. Within Vincent, the population is expected to increase. Significant population increase causes higher transport demand which will in turn increase pressure on the existing road network and the environment.

In a global context, transport networks contribute significantly to carbon emissions and climate change. Providing for effective urban mobility and reduction in the use of traditional private vehicles is an essential step in reducing carbon emissions and addressing climate change.

If anticipated growth continues to utilise the transport network as it does currently, the liveability of Vincent will be affected. The ACS intends to support the mobility of all users and reduce reliance on private vehicles. Reducing congestion pressure requires network and infrastructure changes to shift modes of travel away from private vehicle trips and foster the use of active and sustainable modes. The ACS provides the opportunity to support this shift.

A transport emissions budgeting process encourages active and public transport usage through economic support for active and public transport use and economic deterrent for private vehicle use. This can be achieved in a range of financial arrangements including economic support such as subsidised public transport provision and the supply of free active transport infrastructure including bikes and electric scooters. This support can be funded through a budget that is created through the collection of funds due to a number of initiatives.

Action 3.1.1: Advocate for the introduction of State and Federal economic incentives to improve mode shift.

3.2 PRIORITISE AND ENCOURAGE THE USE OF ACTIVE AND SUSTAINABLE TRANSPORT MODES.

The current trend of prioritising private vehicles as peoples primary travel choice means that many users of the transport network are not aware of the alternative travel options that are available to them.

The effective promotion of these alternative modes and education around the amenity which is available to people is a way of influencing mode shift. This does not apply only to the path taken to get to the destination but also the services which are available once the destination has been reached.

Action 3.2.1: Engage with the Department of Health to develop and implement the next phase of the Travelsmart program for Vincent.

The existing travel smart program delivered by the Department of Health helps people make decisions on how they commute. It encourages people to use their cars less, and to choose alternatives such as carpooling, cycling, public transport and walking where possible. There is the opportunity for the City of Vincent to inform and improve this program with a vast knowledge of the local area.

Appropriate end of trip facilities are vital for commuter and leisure cyclists. End-of trip facilities are broadly described as dedicated places that support people using active transport modes to travel to their destination rather than driving or taking public transport. They can include secure bicycle racks, lockers and change rooms where cyclists, joggers and walkers can shower, change, and secure their belongings.

For leisure and entertainment trips, bicycle parking should meet the needs of those using it while also considering the adjacent land uses. Consideration should be given to utilising on-street parking areas for bike parking in pedestrian priority areas where cycling is expected to occur within the roadway and potential risk of pedestrian/cycle conflict is high.

For town centres catering to a dense mix of uses including commercial and business uses, end of trip facilities may be provided by individual private businesses. To further encourage commuter cycling, Vincent can support the development of public end of trip facilities through policy measures and funding ongoing maintenance.

Providing high quality amenity to active transport users and ensuring that they are aware of its availability is a successful way of influencing the mode choice of transport network users.

Action 3.2.2: Ensure appropriate end of trip facilities are provided within town centres, mixed use centres and major parks in accordance with LPP 7.7.1.

3.3 MANAGE CAR PARKING (INCLUDING SUPPLY AND PRICING) TO IMPROVE EFFICIENCY AND SUPPORT MODE SHIFT.

The needs of parking differ greatly across Vincent. These needs are dependent on the level of activity in the area, the density and variety of development, and the availability of alternative transport modes. Parking should be considered as an ecosystem consisting of public and private, on street and off street, and considering all the many needs of people who use those bays. The optimal parking system would be one where all parking is used efficiently, with the minimum amount of space devoted to parking.

Parking is an effective bridge between land-use and transport mode choice. Constraining parking through planning policy can be an effective method to allocate road space for particular trip purposes (residents, employees, and visitors). This helps to reduce private vehicle trip generation and to create a more sustainable land use and transport environment.

Parking infrastructure is an essential and inherent component of both the transport and land use system and is unique in that behaviour can be influenced directly at the planning and policy stage rather than solely

through infrastructure provision. An appropriate supply of well-located car parking is a critical issue for people and businesses.

Vincent's objective for parking is to maintain an appropriate supply of affordable, secure, convenient and appealing parking, that is accessible to all.

Supply of public parking should be located in proximity to major activity generators and be managed so that bays with a high turnover are closest to the centre, and vulnerable users are prioritised. The hierarchy applies primarily to on-street parking but should be considered with respect to off-street supply and include specific provisions within public and private car parks for high priority users. This helps to ensure that the on-street space is utilised efficiently and effectively in locations with high demand for parking.

The usage of public parking should be monitored to determine hot spots and low utilisations areas so that refinements to parking restrictions can be made. This will ensure a robust system that maximises efficient use of available parking and minimises the capital investment required to accommodate demand. Parking availability is a useful tool in determining the way in which a transport user will reach their destination. Vincent will look to utilise this to the best of its ability whilst maintaining an appropriate level of accessibility to destinations for all users.

Action 3.3.1: Establish a business plan for the management of parking within Vincent with a view to the following:

- Prepare precinct-specific parking management plans, with priority given to precincts already at capacity; and
- Expand paid parking using the 'demand responsive pricing' methodology.

Action 3.3.2: Ensure precinct plans provide the right amount of parking, in the right locations to support reduced car dependence.



Private vehicle ownership should be consistent with resident's capacity for on-site storage. Parking within residential areas is primarily provided on-site, however in many locations, on-street parking is used to supplement or replace car-parking on site. This has repercussions on the availability of parking for residential visitors, service/delivery and other needs, and prevents repurposing of on-street parking for other modes of transport or amenity uses.

Policy options for Vincent's low-density areas effectively revolve around the management of on-street parking supplies as a way of reinforcing a theoretical cap on parking supply and in turn vehicle ownership.

On-street parking in Vincent's residential areas is primarily unrestricted, creating an incentive for outside use; overfill from adjacent corridors and centres. Many streets are time limited during the day, and unrestricted after 6pm. This reduces overspill but creates an undesirable effect on travel behaviour: residents that store their surplus vehicles on street are forced to drive to work or risk an infringement.

Nevertheless, restricting parking in residential streets to 1-hour or 2-hour parking is an appropriate first step wherever peak period demand exceeds 85% of capacity along a street block. This has been applied to a number of locations across Vincent, including the area surrounding Hyde Park. The areas adjacent to a number of high frequency transit corridors and at the periphery of town centres.

The reason for parking demand on residential streets is varied but is generally related to the use of residential streets for employee park 'n' ride commuters, as well as for visitors.

Action 3.3.3: Better manage the supply of on street parking through the implementation of various restrictions by:

- Limiting roadside residential parking, confining parking to the property;
- Restricting parking to 3P or less within 2 blocks of train stations or transit nodes, with residential permit exemptions;
- Restricting parking to 3P or less within 1 block of high-frequency transit corridors, with residential permit exemptions;
- Restricting parking to 2P or less within 2 blocks of town centres or mixed-use areas, with residential

Vincent's objective for parking is to maintain an appropriate supply of convenient and appealing parking that is accessible to all. It is significantly more challenging to ensure this is achieved and encourage active transport use and mode shift when the supply of large scale parking available is managed in different ways.

Parking prices can be an effective tool for traffic demand management. There is the ability for the parking fee structure to be set to best service its user, based on the ideal function of the particular car park in its location. Parking prices should be set so that demand is continually high (peaking at approximately 85-90% occupancy). Where car parks are controlled by one entity there is the opportunity for the fees of car parks to be increased or decreased based on their occupancy ensuring the

demand is continually high. This consistent approach will allow for efficient utilisation of existing car spaces and ensure that there is not an oversupply, allowing larger land parcels to be more effectively utilised.

Action 3.3.4: Liaise with neighbouring LGAs and private car park managers to promote more consistent management arrangements to optimise the demand and supply of car parking for residents, visitors and customers.

Action 3.3.5: Undertake a strategic review of all City land holdings to investigate the viability of sites to consolidate

3.4 USE RESIDENTIAL AND MIXED-USE DENSITY TO SUPPORT TRANSIT.

Some of the most effective transport networks can be delivered through the way we manage and plan the built form. Increasing density through creating opportunities for more residential and mixed-use developments, can have significant transport benefits. There is a strong relationship between residential density, car parking, and trip generation which largely determines the potential traffic impacts of development.

The majority of Vincent's residents have access to a private vehicles, but household ownership is substantially less than the metro average: As of 2016, 54% of Vincent households owned one or less vehicles, compared to the Perth Metro average of 35%.

Reduced car ownership means that residents rely heavily on alternative transport modes for all trip purposes including to and from local employment, retail and recreational destinations. The lower-than-average vehicle ownership rate also contributes to a reduced requirement for parking throughout Vincent.

As density intensifies, and residential parking supply declines, vehicle trip generation drops. This occurs due to a number of reasons: smaller household sizes, greater accessibility to alternative transport and proximal activity and reduced reliance on private motor vehicles.

By increasing the number of people living within a walkable/cycle distance from their place of employment and reducing the need for people to travel by car, the efficiency and sustainability of accessing Vincent can be significantly improved.

The Local Planning Strategy will be a major tool in implementing land use change over time.

As transport accessibility improvements are planned and delivered, land use controls in areas that benefit from increased access will need to be revised and updated. The continual revision of land use controls in the context of changing transport service provision will be an ongoing priority for Vincent.

Action 3.4.1: Use planning policy to encourage people to use public and active modes of transport by developing diverse housing types within the City which don't require the number of car parking bays currently mandated by the R-codes, particularly along transit corridors and within transit nodes to support public transport uptake.

At nodes that have been identified for high-density development, the pedestrian environment is a particular priority. High quality streetscapes are required to support residential amenity and commercial activity in these areas.

These pedestrian environments further support the use of public transport. Public transport can be used by everyone, this includes people with disabilities, school children and the elderly, the pedestrian environment should reference the needs of all users.

Action 3.4.2: In the next planning scheme review, consider the location and design of transit stops to support high-capacity services. Consider proximity to transit stops when determining residential density.

3.5 OBTAIN RELEVANT DATA TO INFORM DECISIONS AND MONITOR PROGRESS.

Gaining a greater understanding of the transport network in Vincent will help us to continually improve the way in which it functions. We need data to underpin our decisions, and there are many new and innovative techniques we can use to collect it and increase our knowledge.

This will involve ongoing research aimed at gaining a greater understanding of the network and how it contributes to Vincent's economy, environment, health, social, and cultural value. This will also involve collaborating with external agencies to obtain data which can be used to measure and forecast changes to the transport network in the future.

Leederville is suggested to be re-surveyed first as it is likely to have the largest amount of new development occurring in the coming years and so could be most at risk of parking issues. Leederville also recently lost a large car park to the rear of the Leederville Hotel. It appears that the demand for parking has been met by the other existing car parks but this will need to be verified through surveys.

Action 3.5.1: Repeat parking surveys at 3-5year intervals on a rolling basis across the City. A schedule of priority areas based on the data collected has been produced, with surveys recommended to start in Leederville Town centre and surrounding area.



4. MAKE IT ENJOYABLE FOR PEOPLE (PEDESTRIANS, CYCLISTS AND ACTIVE TRANSPORT USERS) TO GET AROUND THE LOCAL AREA

Vincent's transport network will extend beyond the function of movement and be enhanced to encourage people to stay and enjoy the areas that they are in. Vincent's transport network will function equally as both a way to reach a destination and a place which is to be enjoyed.

4.1 INCREASE PEDESTRIAN AMENITY ON RESIDENTIAL STREETS.

Residential areas are key to the effectiveness of active transport modes as a viable choice of travel. The low traffic volumes and speeds combined with wide verges, mean that there is an immense opportunity for growth in these trips.

Residents begin their journeys in relatively quiet neighbourhood streets. However, these areas are not inherently designed for shared use by cars, pedestrians and bikes.

Community consultation revealed significant issues with excessive numbers of vehicles and excessive speeds in residential areas. To reinforce a safe pedestrian environment, vehicle speeds should be reduced, and unnecessary vehicle movements eliminated.

The current 50km/hr speed of local streets creates an unsafe speed variance between active modes of transport and driving. Decreasing vehicle speeds allow mixed-traffic movement networks that become attractive to active transport users. The higher degree vehicle speeds are reduced, the more attractive, safe and accessible they become.

International research strongly supports lowering speed limits within built up areas to increase driver, pedestrian and cyclist safety and amenity. Reduced speed limits make roads safer for all road users, but they also contribute to more active and liveable neighbourhoods. Some of the benefits of slower speeds are:

- Low speeds encourage better interaction between drivers, pedestrians and cyclists;
- They help create more attractive and connected communities;
- They make neighbourhoods safer;

- The risk of trauma in an accident reduces at slower speeds;
- There is less noise pollution; and
- Slower speeds do not cut travel time significantly.

Vincent is currently trialling 40km/h speed zone in the area bounded by Newcastle, Vincent and Charles Streets and the Swan River. Main distributor roads have stayed at their current speed limits, with the exception of part of Vincent Street near Hyde Park. The evidence and findings from the 40km/h zone trial will be evaluated and learnings taken into account in the expansion of the 40km/h zone to all residential areas of Vincent.

Action 4.1.1: Work with the State Government and Inner-City Group of Councils to implement a 40km/h zone in all residential areas of the City of Vincent by 2023.





Road geometry is required to change to reinforce appropriate speeds. **Safe Active Streets** is a program being promoted by the Department of Transport which delivers road environments that support slower traffic speeds along quiet residential streets. They are predicated on a slow speed, low volume environment using local area travel management (including horizontal and vertical deflection, narrow lanes, street trees and traffic redirection) to reinforce a 30km/hr travelling speed. The location and supply of on street parking can also support this.

Vincent is one of the early champions of this program (Shakespeare Street) and will endeavour to continue working with the Department of Transport to deliver more Safe Active Streets.

Action 4.1.2: Through consultation with key stakeholders develop the City's residential streets in line with the principles of Safe Active Streets with slow design speeds to promote safety and amenity. The aspirational long-term vision is that residential streets will have Safe Active geometry, relevant to their location, context and function.

Play streets is an initiative which has been successfully implemented throughout cities across the world. To reinforce the concept that residential streets should ensure the safety of pedestrian users, particularly children, Play Streets temporarily close residential streets to through traffic so that children are empowered with the freedom to play outside in a safe environment.

Play streets support the approach to residential streets as being primarily people-focused areas, supporting behaviour change and a shift away from private vehicles in residential areas. Vincent's continued support of Play Streets is a valued mechanism to support slow residential vehicle speeds and streetscapes designed for all ages and abilities.

Action 4.1.3: Continue to support Play Streets within the City.

The density of high frequency public transport routes is unique to Vincent (within the metro area). This makes attractive pedestrian connections to these Transit and Activity Corridors extremely important.

In this instance, the quality of the path is not nearly as critical as the availability of safe crossings, the density of street trees to provide cover and shade and the quality of street lighting in creating a feeling of safety and security.

Pedestrian connections to destinations within residential environments are critical. Major destinations within residential areas are schools, parks, and public open spaces.

Action 4.1.4: Improve streetscapes to enhance pedestrian experience and safety as per the link and place design guidelines, including the provision of additional street trees, native verges, lighting, street furniture, pedestrian crossings etc.

4.2 INCREASE PEDESTRIAN AMENITY IN TOWN CENTRES.

Vincent's town centres are vibrant places supporting the liveability, amenity and economic success of the community. Access to and around the town centres must be via a combination active transport modes. The viability of the town centres is directly linked to providing a variety of transport modes.

Given the highly car dependent nature of cities, and limited provision of alternative transport networks, car parking remains a primary factor in determining economic viability. Parking infrastructure to support this has an enormous cost directly to construction and maintenance, and inadvertent costs in landscape, streetscape amenity, development density and proximity.

Due to the intensity of activity, town centres are usually located adjacent to busy arterial roads. These constrained environments are precisely where infill development is planned, resulting in an ever-increasing pressure on the function of the transport network.

Therefore, if town centres are to function effectively, we need to manage the internal land use and transport infrastructure, as well as the capacity of the key transport corridors that provide access. Mode share needs to shift to active modes of transport.

Pedestrian activity and connections are critical in creating this sustainable transport environment. For this reason, the pedestrian environment must be carefully considered. This includes the construction of high-quality paths, shade trees and street furniture to provide amenity and safe access for pedestrians and cyclists (suitable path widths should always be complied with). Pedestrians are most important where activated building frontages and public spaces are proposed, as these rely on pedestrian traffic to retain their commercial viability and place making appeal.

All streets within the town centres must provide some form of off-street pedestrian path, with a higher standard of provision along critical and high-demand links. A fine-grained network of pedestrian paths which

supports all mobility levels allows the networks to more closely match the desire lines of commuters, residents and visitors.

By allocating suitable resources to the pedestrian environment, the uptake and use of these facilities will grow, resulting in a positive feedback loop, reducing demand for other modes and requirement for parking. Community consultation forms an important component of this and informs the improvements and changes which can be made.

Creating mode shift in town centres will make them both easy to access and increase people's desire to want to stay longer, utilising the pedestrian amenity which is available to them.

Action 4.2.1: Place plans should identify methods to improve pedestrian and cycling safety in the public realm making town centres safe and accessible to all.

Parking bays for loading/unloading activities in town centres can negatively impact the viability of active transport modes. There is currently limited understanding of the needs of businesses regarding the delivery of goods.

Vincent will investigate the viability of the relocation of this service to the periphery of the town centres as a way of enhancing the amenity of the town centres.

Action 4.2.2: Support the vitality of town centres and mixed-use areas for pedestrians by investigating the viability of parking bays for loading/unloading activities at the periphery of the town centres and mixed-use areas as well as other alternate methods.



TARGETS

By looking at the outcomes which need to be achieved for transport in Vincent, there is a greater understanding of the problems and the wider opportunities that stem from every transport decision.

To ensure the Aim and Objectives of the ACS are being achieved, mode share targets have been created. Mode share describes the proportion of people using each of the various types of transportation modes. Mode shift refers to changing mode share over time.

Extensive growth in development and population across Vincent and throughout the entire region will generate additional transport demand that must be assigned to a movement network already approaching capacity.

The road network within Vincent has a limited capacity, and regional and local development will place further pressure on the existing transport network. Mode shift from private vehicles to more sustainable and active modes of transport is necessary to more efficiently use the existing road capacity.

Behavioural changes will need to be made by residents, employees, and visitors to achieve this mode shift. Behavioural change can be supported by the provision of alternative transport, improved infrastructure, densification of mixed-use centres, and appropriate management of parking.




A measurable outcome of the ACS is the journey to work mode share targets. This includes a 5-year target and a 10-year vision. Achieving these mode share targets will contribute towards achieving the aim of the ACS.

The targets for the 5-year interim timeframe represent the *bare minimum* change required to allow for a sustainable network. Additional private vehicle travel beyond these limits will ultimately result in unacceptable access and mobility for residents, employees and visitors, and reduce Vincent's development potential.

The target for the 10-year vision represents Vincent's potential to become an even more accessible destination; improving environmental, health and economic outcomes for everyone.

JOURNEY TO WORK

Most commonly, mode share for cities is expressed in terms of journey to work for residents. For the purposes of easy comparisons to the Census and to other local government areas, the current and target **journey to work** mode share has also been calculated for the City, below.

	Current Journey to Work	5 Year Target	10 Year Vision
	15% of residents use active transport modes including walking and cycling	17% of residents will use active transport modes	20% of residents will use active transport
	18% of people catch public transit including buses and trains	25% of residents will catch public transit	32% of residents will catch public transit
	67% of residents drive or are a passenger in a vehicle	58% of residents will drive or be a passenger in a vehicle	48% of residents will drive or be a passenger in a vehicle

The ACS will further inform a number of strategic documents that will contribute to an increase in the number of people using active transport and creating mode shift.

These documents will influence the transport networks legibility and functionality improving it so that all users including those visiting Vincent will feel comfortable and confident getting around. There will be measurable targets included in these documents which will further support in achieving the Aim and Objectives of the ACS.

FUNDING

Implementing a diverse range of transport infrastructure generally requires significant funding commitments. Ultimately funding is limited, and there are a number of alternative funding sources that may be identified and embraced in the implementation of any action.

The City of Vincent has a key role in supporting the development of a sustainable, safe, efficient and effective transport network through investment in high-quality infrastructure and targeted improvements in key Centres, along critical corridors and in neighbourhoods.

The cost of a full implementation of this Plan is considered to be beyond the existing funding available from the City alone. However, the primary function of Local Government is not merely to provide funding, but to determine and direct development of transport infrastructure that best supports community needs.

Infrastructure funding may in fact be derived from a range of sources. For example:

- Projects aligning with State or Federal Government priorities attract their own **budget allocation**, in particular in the context of road capacity or safety upgrades, the provision of public transport or the construction of strategic cycling facilities.
- Alternatively, **grant funding** can assist the City to fast-track construction of transport improvements. Potential grant sources include:
 - Department of Transport WA *Bicycle Network Grants*
 - Road Safety Commission *Project Grants*
 - Australian Federal Government Stronger Communities Program or Built Environment and Prevention Research Scheme
 - Australian Federal Government *Roads to Recovery*
 - State and National Black Spot funding
 - Metropolitan Regional Roads Grants
- Local improvements to streetscapes or the construction of public facilities, including public parking, are ideally suited to funding via **developer contributions or cash-in-lieu provisions**.

- **Paid parking and parking permit revenue** naturally pays for the installation and maintenance of parking infrastructure but is ideally allocated to funding local improvements within individual parking precincts. This can include everything from road network and footpath upgrades to landscaping and canopy treatments, providing direct benefit to the areas affected by the scheme.
-



MONITORING AND REVIEW

As planning progresses, development intensifies and road corridors become more congested, mode share targets will need to be revised to meet the next challenge.

Future mode share targets will further consider the needs of Vincent with respect to car parking and the surrounding road network. These targets will be informed by future master planning, ensuring that land use and transport considerations are truly integrated.

Reporting is important for the City to be able to measure and monitor progress of the actions identified in the Strategy. We are committed to reviewing the Strategy to ensure we are working towards the objectives and delivering great outcomes.

It is important to note that this Strategy will likely not remain static. As it is reviewed, new information will be included that may modify previously accepted positions. As we continue to deliver and refine the actions, we will make sure to keep an open and transparent dialogue with our community.

We will undertake a desktop review of this plan annually, in alignment with the Capital Works Program and Corporate Business Planning processes. This will include updating any necessary data, checking whether our objectives are still relevant, and updating whether we've delivered on each action.

The next major review of this document will occur in 2025.



HOW DO WE GET THERE?

IMPLEMENTATION PLAN

The following table demonstrates the actions that will be undertaken in order to meet the objectives of the Strategy. They highlight the partners the City will work with, the timeframes to progress these actions, and the estimated costs of each action. A measurement has been provided for each of the actions and is a way of measuring the individual item implementation, its impact and level of success.

1	Create a safe transport environment		
1.1	Create active and sustainable transport networks that are safe and understandable.	1.1.1	Review Vincent's Bike Network Plan taking into consideration relevant state planning policy to ensure the provision of a dense network of cycling routes to support cycling as a safe alternative transport mode to private vehicles. The review of the Bike Network Plan will consider: <ul style="list-style-type: none"> ▪ Appropriate network links to destinations within the City; ▪ Implementing a wayfinding strategy to support the Bike network; ▪ Providing infrastructure consistent with current standard; ▪ Focus on improving network crossings. Including the provision of toucan crossings at intersections and safe mid-block crossings; ▪ Provide access to and through all areas of open space within the City; ▪ Where possible, consider the introduction of segregated cycle lanes along activity corridors; ▪ Consider the introduction of parallel route connections to activity and transit corridors where there are corridor constraints and segregated cycle lanes are not feasible; ▪ Advocate for slow vehicle speeds where on-street cycle lanes are unable to be segregated; ▪ Extend existing infrastructure to fill network gaps; and ▪ Ensure sufficient connection exists to and within with transit nodes.
			Timing: 2-3 years Measurement: Completed review of Vincent's existing Bike Network Plan. Responsibility: Local government. Opportunities for State government funding is available and should be pursued.
		1.1.2	Implementation of the Bike Network Plan. Cost: \$60k
			Timing: 5+ years. Measurement: Bike Network Infrastructure implemented.

				Cost: \$1M p.a. (Seek grant opportunities where available). *potential for cash-in-lieu
		1.1.3	Develop and implement a consistent wayfinding and signage plan across the City. This should consider parking, cycling and pedestrian transport modes, and provide appropriate localised details for each town centre and activity and transit corridor.	Timing: 2 – 3 years. Measurement: Adoption and implementation of wayfinding and signage plan. Responsibility: Local government. For Western Australian Bike Network routes, DoT and local government are to collaborate on wayfinding. Cost: \$50k (Strategy) \$500k (Signage & Linemarking)
1.2	Ensure pedestrian and cycling routes (including schools) are high-quality and safe for all users.	1.2.1	Develop and implement a high-quality, safe pedestrian path network which supports all mobility levels and is accessible to all. This includes: <ul style="list-style-type: none"> ▪ Undertaking an audit of network crossings including intersections, mid-block crossings high traffic crossovers. Priority should be given to areas surrounding schools, key routes to town centres and mixed-use areas, activity corridors, and transit nodes; ▪ Identifying midblock crossing opportunities. Provision should be made for crossings for blocks over 150m long; ▪ At intersections, ensure pedestrian priority traffic lights are in place, and allowing sufficient time for crossings; and ▪ Use planning requirements to manage streetscape development and temporary obstructions. 	Timing: 3 – 5 years. Measurement: Captured within existing asset management framework and reflected in audit. Responsibility: Local government and MRWA. Cost: \$250kp.a. (Audit, Design and Construction) *potential for cash-in-lieu
		1.2.2	Upgrade and improve paths based on the condition assessment, undertaken every 3 years. Ensure a high-quality pedestrian environment which is accessible to all is maintained throughout Vincent.	Timing: Ongoing. Measurement: Condition assessment undertaken and actioned every 3 years. Responsibility: Local government. Cost: \$200k p.a. (Maintenance/Works)
		1.2.3	Promote compact roundabout geometry through the conversion of existing roundabouts and new roundabouts (where deemed appropriate) in the City to reduce vehicle speeds: <ul style="list-style-type: none"> ▪ Support only compact alignment on new and upgraded roundabouts; and ▪ Retrofit existing roundabout alignments to compact alignment with priority given to those located close to schools. 	Timing: Ongoing. Measurement: Number of compact roundabouts and reduction in crash statistics. Responsibility: Local government Cost: \$20k-50k per location / \$100k p.a. (Design & Construction)

		1.2.4	<p>Develop and implement a comprehensive program to support student and staff using education facilities to travel using sustainable and active transport modes which are safe and have a high level of amenity, including:</p> <ul style="list-style-type: none">▪ Ensure safe crossing opportunities close to schools, specifically along key routes and near school entrances;▪ Ensure access to schools is provided at-grade where possible;▪ Support safe desireline paths;▪ Use traffic management techniques (including the development of Safe Active Streets) to reduce traffic speeds and volumes on streets surrounding schools;▪ Work with schools to support active travel through resources and programs, including route maps and education programs;▪ Encourage bicycle and scooter parking to be located in accessible, safe areas close to school entrances;▪ Locate school drop-off points away from entrances; and▪ Conduct access and safety audits for key pedestrian and cycling routes to schools, including assessing kerb alignments and cuts; surface conditions; eye-level hazards; shade; orientation, etc.	Timing: 2 – 3 years.
				Measurement: Number of children using active transport to get to school.
				Responsibility: Local government in collaboration with individual schools and with the support of Department of Transport.
				Cost: \$100k p.a.
		1.2.5	<p>Work with schools (students, parents and staff) and the Department of Transport to support active travel through resources and programs, including route maps and education programs. Encourage schools to join the Your Move program so that journey to school data can be collected and appropriate mode shift targets created.</p>	Timing: 1 -2 years.
				Measurement: Mode shift targets created for journey to school
				Responsibility: Local government in collaboration with individual schools and with the support of Department of Transport.
		1.2.6	<p>In collaboration with DoT and PTA, develop a high quality and safe pedestrian environment between Claisebrook Station and Perth Oval.</p>	Cost: 50k p.a. (personnel)
				Timing: 5+ years
				Measurement: Improved safety and quality.
Responsibility: Local government in collaboration with DoT and PTA.				
Cost: \$500k (Design and Construct)				
2	Ensure consistent accessibility and connectivity into, around and beyond Vincent			
2.1	Advocate for connected and reliable public transit.	2.1.1		Timing: 5+ years.
				Measurement: Bus-priority introduced of Charles St.

			Advocate for additional public transport infrastructure along corridors including: <ul style="list-style-type: none"> ▪ Modifying road layouts to introduce bus-priority infrastructure along corridors where it is not existing; ▪ Extending existing bus-priority along Charles St; and ▪ Investigate the introduction of other public transport modes including trams, light rail and trackless trams 	Responsibility: Local government will be required to liaise with MRWA and PTA. Cost: \$20k p.a. (personnel)
			2.1.2 Using the Place and Link framework, incorporate an appropriate level of pedestrian amenity along bus priority routes.	Timing: 5+ years. Measurement: Increased pedestrian amenity. Responsibility: Local government. Cost: 1M+
			2.1.3 Advocate for and support improved east-west public transit connectivity. <ul style="list-style-type: none"> ▪ Prepare a business case to put to PTA for a Vincent circular service to connect the City's town centres; and ▪ Advocate to PTA for additional bus routes which provide east-west links. 	Timing: 1 -2 years. Measurement: Additional services provided. Responsibility: Local government to prepare circle route business case. Advocate for additional east-west routes with PTA. Cost: \$50k (Business Case) \$1M p.a. (Service Cost) *potential for cash-in-lieu
	2.2	Reallocate road and verge space, including on-street parking, throughout the City to prioritise vulnerable users according to user hierarchy and road hierarchy.	2.2.1 Develop a set of link and place guidelines to guide future streetscape improvements.	Timing: 1 -3 years. Measurement: Process for infrastructure upgrades. Responsibility: Local government. Cost: \$100k (Design Guidelines) *potential for cash-in-lieu
				Timing: 5+ years. Measurement: PPMA funding applied to Vincent Transport Network. Responsibility: CoP, DoT. Cost: \$10k internal
			2.2.2 Advocate for use of the Perth Parking Management Area (PPMA) funds for Vincent public transport services, transport studies, and transport infrastructure improvements or a reduction in the levy paid.	
2.3	Be a leader in adaptability and technology.		2.3.1 Be aware of emerging transport technologies and the benefits they can provide, as well as the potential negative impacts and how these may be mitigated.	Timing: 5+ years Measurement: Recognition of emerging technologies in future strategic documents. Responsibility: Local government. Cost: \$50k (Strategy)
			2.3.2	Timing: 5+ years.

			Require car parking configurations be adaptable to alternative uses for future development.	Measurement: Inclusion of adaptability measures in planning framework. Responsibility: Local government. Cost: \$5k (Policy)
		2.3.3	Ensure all new and existing high-density residential development has access to EV charging bays: <ul style="list-style-type: none"> Amend LPP 7.7.1 to require EV parking bays for new developments; Support the retrofit of existing private car parking to provide EV bays; and Provide EV charging bays in public lots. 	Timing: 5+ years. Measurement: Inclusion in planning framework. Increased number of EV bays in public lots. Responsibility: Local government to require new development to provide EV bays. Local government to liaise with landowners. Cost: \$5k (Policy) \$50kp.a. (Infrastructure roll-out)
		2.3.4	Explore supporting the provision of increased bicycle and scooter usage by investigating concepts such as locating bike share docks, e-cargo, e-bikes and e-scooters within town centres and mixed-use areas. One option is to locate bike share docks or e-bike chargers within existing car parking bays.	Timing: 5+ years. Measurement: Increased number of bike share docks. Responsibility: Local government. Cost: \$20k (Strategy/Policy) *potential for cash-in-lieu
		2.3.5	Ensure there is adequate policy to support the introduction of car sharing within Vincent.	Timing: 5+ years. Measurement: Inclusion in planning framework. Responsibility: Local government. Cost: \$5k (Policy)
3	Promote environmentally friendly and healthy transport modes and initiatives			
3.1	Reduce carbon emissions caused by the transport network.	3.1.1	Advocate for the introduction of State and Federal economic incentives to improve mode shift.	Timing: 5+ years. Measurement: Introduction of budget. Responsibility: Local government. Cost: \$50k (Strategy)
3.2	Prioritise and encourage the use of active and sustainable transport modes.	3.2.1	Engage with the Department of Health to develop and implement the next phase of the Travelsmart program.	Timing: 2 – 3 years. Measurement: Program developed. Responsibility: Local government. Cost: \$20k (Strategy)
		3.2.2		Timing: 3 – 5 years.

			Ensure appropriate end of trip facilities are provided within town centres, mixed use centres and major parks in accordance with LPP 7.7.1.	Measurement: Updated and enforceable planning policy. Responsibility: Local government. Cost: \$20kp.a. (Infrastructure roll-out) *potential for cash-in-lieu
3.3	Manage car parking (including supply and pricing) to improve efficiency and support mode shift.	3.3.1	Establish a business plan for the management of parking within the City with a view to the following: <ul style="list-style-type: none"> Prepare a precinct-specific parking management plan, with priority given to precincts already at capacity; and Expand paid parking using the 'demand responsive pricing' methodology. 	Timing: 3 – 5 years. Measurement: Production of business case. Responsibility: Local government. Cost: \$50k (Business Case) *potential for cash-in-lieu
		3.3.2	Ensure precinct plans provide the right amount of parking, in the right locations to support reduced car dependence.	Timing: 3 – 5 years. Measurement: Inclusion of parking supply and rates during town centre planning. Responsibility: Local government. Cost: \$50k (additional cost to Strategies)
		3.3.3	Better manage the supply of on street parking through the implementation of various restrictions by: <ul style="list-style-type: none"> Limiting roadside residential parking, confining parking to the property; Restricting parking to 3P or less within 2 blocks of train stations or transit nodes, with residential permit exemptions; Restricting parking to 3P or less within 1 block of high-frequency transit corridors, with residential permit exemptions; Restricting parking to 2P or less within 2 blocks of town centres or mixed-use areas, with residential permit exemptions; 	Timing: 5+ years. Measurement: Assessment of residential street parking environments against the recommendations. Responsibility: Local government. Cost: \$50k (Strategy and Policy) \$100kp.a. (Signage and Infrastructure) *potential for cash-in-lieu
		3.3.4	Liaise with owners of large-scale private car parks adjacent to activity and transit corridors to transfer management to Local Government.	Timing: 2 – 3 years. Measurement: Number of bays transferred. Responsibility: Local government. Cost: \$10k (Internal) *potential for cash-in-lieu
		3.3.5	Undertake a strategic review of all City land holdings to investigate the viability for development of sites to consolidate publicly accessible parking.	Timing: 5+ years. Measurement: As part of asset management framework. Responsibility: Local government. Cost: \$100k

3.4	Use residential and mixed-use density to support transit.	3.4.1	Use planning policy to encourage people to use public and active modes of transport by developing diverse housing types within the City which don't require the number of car parking bays currently mandated by the R-codes, particularly along transit corridors and within transit nodes to support public transport uptake.	Timing: 5+ years.
				Measurement: Inclusion in planning framework.
				Responsibility: Local government.
				Cost: \$20k (Policy)
		3.4.2	In the next planning scheme review, consider the location and design of transit stops to support high-capacity services. Consider proximity to transit stops when determining residential density. When identifying future transit nodes, the following should be considered: <ul style="list-style-type: none">▪ Density of existing development;▪ Transit interchange opportunities;▪ Pedestrian amenity;▪ Cycling connectivity; and▪ Distance between other nodes.	Timing: 5+ years.
				Measurement: Inclusion of new transit nodes and high capacity stops in future planning documents.
				Responsibility: Local government.
				Cost: \$50k (Strategy/Policy)
3.5	Obtain relevant data to inform decisions and monitor progress.	3.5.1	Repeat parking surveys at 3-5 year intervals on a rolling basis across the City. A schedule of priority areas based on the data collected has been produced, with surveys recommended to start in Leederville town centre and surrounding area.	Timing: Ongoing.
				Measurement: Reliable data to inform decisions.
				Responsibility: Local government.
				Cost: \$50k p.a. *potential for cash-in-lieu.
4	Make it enjoyable to get around the local area			
4.1	Increase pedestrian amenity on residential streets.	4.1.1	Work with the State Government and Inner-City Group of Councils to implement a 40km/h zone in all residential areas of the City of Vincent by 2023.	Timing: 1-2 years
				Measurement: Number of streets transformed to 40km/h speed limits and reduction in vehicle incidents
				Responsibility: Local Government and Main Roads
				Cost: \$50k p.a. personnel \$200k infrastructure (signage)
		4.1.2	Through consultation with key stakeholders, develop the City's local streets in line with the principles of Safe Active Streets with slow design speeds to promote safety and amenity and utilise 40km/h zones as a tool to transition to lower speeds where appropriate. The aspirational long-term vision is that residential streets will have Safe Active Street geometry, relevant to their location, context and function. Priority should be given to the following: <ul style="list-style-type: none">▪ Streets identified as part of the WABN (DoT);▪ Cycling local routes;▪ Streets surrounding schools;	Timing: 5+ years (Aspirational, long-term achievement).
				Measurement: Catalogue of residential streets and whether or not they implement SAS geometries.
				Responsibility: Coordination with MRWA for future speed reductions on residential streets. State government funding opportunities are available for the development of Safe Active Streets.

			<ul style="list-style-type: none"> Any residential streets that have been earmarked for resurfacing projects; and Any residential streets where reallocation of road space is proposed. 	Cost: \$1M p.a. (Shakespeare Street SAS construction cost approximately \$835,000). *potential for cash-in-lieu
		4.1.3	Continue to support Play Streets within the City.	Timing: 5+ years. Measurement: An increase in the uptake of Play Streets within Vincent. Responsibility: Local government. Cost: \$10k p.a. (Promotion, Technical Support and Infrastructure)
		4.1.4	Improve streetscapes to enhance pedestrian experience and safety as per the link and place design guidelines, including the provision of additional street trees, native verges, lighting, street furniture, pedestrian crossings etc.	Timing: Ongoing Measurement: Public satisfaction with pedestrian experience. Responsibility: Local government. Cost: \$400k p.a.
4.2	Increase pedestrian amenity in town centres.	4.2.1	Place plans should identify methods to improve pedestrian and cycling safety in the public realm making town centres safe and accessible to all.	Timing: 2 years. Measurement: Included in Place Plans. Responsibility: Local government. Cost: \$10k *potential for cash-in-lieu
		4.2.2	Support the vitality of town centres and mixed use areas for pedestrians by investigating the viability of parking bays for loading/unloading activities at the periphery of the town centres and mixed use areas as well as other alternate methods.	Timing: 5+ years. Measurement: number of loading zones. Responsibility: Local government and business owners. Cost: \$20k per Centre *potential for cash-in-lieu

REFERENCES

The background analysis, data, and subsequent modelling informing the Accessible City Strategy has been prepared by Cardno under the direction of the City of Vincent.

¹ Miciukiewicz, Konrad, and Geoff Vigar. "Mobility and Social Cohesion in the Splintered City: Challenging Technocentric Transport Research and Policy-making Practices." *Urban Studies* 49, no. 9 (2012): 1941-957. Accessed April 1, 2021. <http://www.jstor.org/stable/26150970>.

² Department of Transport. 2020. "Your Move Programs". 2021. www.transport.wa.gov.au.

<https://www.transport.wa.gov.au/activetransport/your-move.asp>.

(Department of Transport Program – "Your move program" – Active lifestyle program that helps people find simple ways to get active and connected)

³ Department of Infrastructure, Transport, Regional Development and Communications "Modelling Demand". 2021. *Australian Transport - Assessment and Planning*. <https://www.atap.gov.au/tools-techniques/travel-demand-modelling/3-model>.

⁴ Project for Public Spaces. 2008. "Balancing Street Space for Pedestrians and Vehicles". <https://www.pps.org/article/balancing-street-space-for-pedestrians-and-vehicles>

⁵ City of Vincent. 2010. "Town of Vincent Economic Futures Discussion Paper".

https://www.vincent.wa.gov.au/Profiles/vincent/Assets/ClientData/Documents/Develop_Build/Future_Vincent/EconomicDevStrategyDiscPaper.pdf

⁶ Thompson, Nivek. 2020. "City of Vincent Council – 'Imagine Vincent' Community Panel". <https://www.deliberatelyengaging.com.au/projects/>.

<https://www.deliberatelyengaging.com.au/city-of-vincent-council-imagine-vincent-community-panel/>.

⁷ City of Vincent. 2018. "Strategic Community Plan 2018-2028". <https://www.vincent.wa.gov.au/documents/1545/strategic-community-plan-2018-2028>

⁸ Heart Foundation. 2014. "Move It: Australia's Healthy Transport Options". <https://resources.heartfoundation.org.au/images/uploads/publications/Move-It-Australias-Healthy-Transport-Options.pdf>

⁹ Badland, Hannah, Nick Garrett, and Grant M.Schofield. 2010. "How Does Car Parking Availability And Public Transport Accessibility Influence Work-Related Travel Behaviors?". 111. www.mdpi.com. <https://www.mdpi.com/journal/sustainability>.

¹⁰ Badland, Hannah, Nick Garrett, and Grant M.Schofield. 2010. "How Does Car Parking Availability And Public Transport Accessibility Influence Work-Related Travel Behaviors?". www.mdpi.com. <https://www.mdpi.com/journal/sustainability>.

¹¹ Systematica.Net "Driverless: More Or Less?". 2019. *Transport Planning and Mobility Engineering Issuu*.

https://issuu.com/systematica/docs/systematica_driverless-lr.

¹² Shoup, Donald. 2005. "The High Price of Free Parking". American Planning Association, Routledge.

¹³ Austroads. 2016. "Congestion and Reliability Review". <https://austroads.com.au/publications/network/ap-r534-16>.

¹⁴ Swedish Transport Administration. 2019. "Saving Lives Beyond 2020: The Next Steps". Recommendations of the Academic Expert Group for the 3rd Global Ministerial Conference on Road Safety. https://www.roadsafetysweden.com/contentassets/c65bb9192abb44d5b26b633e70e0be2c/200113_final-report-single.pdf

¹⁵ Goeller, Bruce F. 2020. "Freight Transport in Urban Areas: Issues For Research And Action". *Onlinepubs.Trb.Org*.

<http://onlinepubs.trb.org/Onlinepubs/sr/sr120/120-025.pdf>.

¹⁶ C40 Knowledge.2019. "How To Drive A Modal Shift From Private Vehicles Use To Public Transport". 2021. *C40knowledgehub.org*.

https://www.c40knowledgehub.org/s/article/How-to-drive-a-modal-shift-from-private-vehicle-use-to-public-transport-walking-and-cycling?language=en_US.

¹⁷ Angela Hull & Craig O'Holleran. 2014. Bicycle infrastructure: can good design encourage cycling?, *Urban, Planning and Transport Research*, 2:1, 369-406

¹⁸ Grescoe, Taras. 2014. *Straphanger*. 3rd ed. Toronto, Canada: HarperCollins Canada. Straphanger - Saving Our Cities and Ourselves from the Automobile – Taras Grescoe

¹⁹ Department of Infrastructure and Transport. 2012. "Walking, Riding and Access To Public Transport". 2021. *infrastructure.gov.au*.

https://www.infrastructure.gov.au/infrastructure/pab/active_transport/files/active_travel_discussion.pdf.






²⁰ Carlos Moreno, Zaheer Allam *, Didier Chabaud, Catherine Gall and Florent Pratlong. 2021. www.mdpi.com. "Introducing the "15-Minute City": Sustainability, Resilience and Place Identity in Future Post-Pandemic Cities". *Smart Cities* 2021, 4, 93–111.

²¹ New York City Department of Transport. 2012. "The Economic Benefits of Sustainable Streets". *www.nyc.gov*.

<https://www.nyc.gov/html/dot/downloads/pdf/dot-economic-benefits-of-sustainable-streets.pdf>

10 INFRASTRUCTURE & ENVIRONMENT

10.1 PUBLIC CONSULTATION RESULTS - MINI-ROUNABOUT PILOT PROJECT

- Attachments:**
1. Plan of Proposed Locations of Mini-Roundabouts [↓](#) 
 2. Map of Proposed Project Area [↓](#) 
 3. Letter - Mini Roundabouts URSP Consultation - Resident Letter [↓](#) 
 4. Mini-roundabout Correspondence Responses [↓](#) 
 5. Monash Institute of Transport Study - Understanding Safety and Driver Behaviour Impacts of Mini-roundabouts on Local Roads [↓](#) 

RECOMMENDATION:

That Council:

1. **NOTES** the public consultation results on the 'mini roundabout' pilot program contained in this report.
2. **APPROVES** the implementation of the Urban Road Safety Program 'mini roundabout' pilot project within the area bounded by Raglan Road, Hyde, Vincent and Fitzgerald Streets, North Perth/Mt Lawley in May/June 2021, as shown on Plan 3612-CP, Attachment 1.
3. **NOTES** that the pilot project will be fully funded by Main Roads WA.
4. **APPROVES** the subject area moving from 50kmh to 40kmh during the pilot project period in liaison with Main Roads WA as shown in Attachment 2.
5. **REQUESTS** Administration to inform the respondents of Council's decision.

PURPOSE OF REPORT:

To advise Council of the results of the Public Consultation of the proposed installation of nine 'mini-roundabouts' within the area bounded by Raglan Road, Fitzgerald, Vincent, Hyde Streets, North Perth/Mt Lawley, in conjunction with Main Roads WA under their Urban Road Safety Program.

BACKGROUND:

Early in 2020 Main Roads WA approached the City to discuss a new road safety initiative, the Urban Road Safety Program (URSP), and to gauge the level of interest of the City to participate in the program to implement a 'mini roundabout' pilot project, to be funded by Main Roads. Funding is available for this financial year.

The aim of the URSP is to:

'Implement low cost road safety treatments on an area-wide or at least, whole of street basis that will target high casualty and/or high-risk locations'.

The URSP will treat intersections on an area wide approach that have crash risks, but are ineligible for Black Spot funding. The URSP will take a proactive area wide or whole-of-street approach, applying many similar treatments at once, using low-cost standard designs. This will allow for treatment of risks throughout suburbs and neighbourhoods.

In conjunction with Main Roads, the precinct bounded by Raglan Road, Fitzgerald, Vincent and Hyde Streets, North Perth/Mt Lawley was selected for a pilot project comprising a series of mini-roundabouts (nine in total).

A report was subsequently submitted to Council at its Ordinary Meeting of 15 December 2020 where the following, in part, recommendation was adopted:

2. *APPROVES IN-PRINCIPLE subject to public consultation, the installation of the nine 'mini roundabouts' within the aforementioned area, as shown on Plan 3612-CP, Attachment 1;*

Given that the standard 50kmh urban speed limit currently applies within the pilot project area, Main Roads has advised that they support, through the pilot program, making the area a 40kmh speed zone in conjunction with the introduction of the Mini-Roundabouts treatment. The area where the speed reduction will be applied is shown in attachment 2. This project will support the principles of the City's draft Accessibility Strategy and its aim to reduce speed limits across Vincent to 40kmh.

DETAILS:

In mid-March the City commenced an extensive public consultation process inclusive of a 670 letter drop to all of the properties within the area bounded by Fitzgerald, Forrest, William and Vincent Streets, encompassing the project, an *Image Vincent EHQ* web page, email and written responses. The letter was to inform residents who lived in the proposed pilot area of the consultation but the survey was available to all residents via the website.

The consultation opened 18 March and by the close of consultation on 12 April 2021 some 74 responses had been received. The web portal receiving 52 responses, with the remainder, 22, via email and written correspondence.

One respondent replied via both email and web portal, and therefore the response only included once (hence the total of 73 in the tables below).

The on-line survey asked the following:

- 1) Do you support the 'mini roundabouts' pilot project and you have any comments or thoughts you'd like to add?
- 2) Do you live or own property in the area, bounded by Fitzgerald, Forrest, William and Vincent Streets?
- 3) Do you live or own property within the City of Vincent?

All web portal and email responses were reviewed (see attachments) and results were determined to be as follows:

Support Implementation	30 of 73	41.1%
Oppose Implementation	30 of 73	41.1%
Unsure or did not indicate	13 of 73	17.8%

When only the responses received by directly affected residents within the aforementioned consultation area were tallied, the results from the 50 responses were:

Support Implementation	25 of 50	50.0%
Oppose Implementation	17 of 50	34.0%
Unsure or did not indicate	8 of 50	16.0%

Public Concerns

Respondents that did not support the project were generally of the view that roundabouts were not suitable for pedestrians and cyclists. Further, some noted that the City has indicated that a possible Safe Active Street will be routed through some of the intersections within the pilot project area.

It should be noted that the implementation will be of mini-roundabouts, not standard, or typical, roundabouts. The former having an annulus diameter of 3m, with the latter 6m. The mini-roundabout does not cause cars to deflect out around the annulus as far as if they were negotiating a standard roundabout, which can be disconcerting for cyclists. Secondly, and most significantly, the selected area has low traffic speeds and low traffic volumes with good sight distances which provides significant levels of safety to pedestrians and cyclists alike. A full roundabout already exists just north of the project area. No comments were received about removing it.

Other feedback noted that the effectiveness of a mini-roundabout is yet to be confirmed, in the Western Australian context, which is the point of the pilot project. Main Roads URSP team are of the view that the grid pattern installation of a mini-roundabout will result in reduced speeds and improved safety for all road users within the 'cell' and that this will be borne out by future traffic data collection and accident statistics

Safe Active Street.

City Officers subsequently met with the Department of Transport Bicycle Network Team in relation to the implementation of the mini-roundabouts at intersections that form part of the proposed Norfolk St Safe Active Street (SAS) route, with the exact route yet to be determined.

While they had some reservations about 'mini-roundabouts' they were scheduled to meet with Main Roads URSP team to discuss the matter. They accepted that the pilot project may aid in the speed reductions necessary to meet the Safe Active Street criteria, and that they would support any SAS implementation program to start at the Walcott Street end of the route rather than Vincent Street while the success, or otherwise, of the pilot project was assessed.

CONSULTATION/ADVERTISING:

Residents and businesses were consulted regarding the proposal in accordance with the City's Community Consultation Policy 4.1.5.

Administration undertook a Public Consultation process initiated by a 670 letter drop, which directed responses to the *Image Vincent EHQ* page, and email or written options. The letter was to inform residents who lived in the proposed pilot area of the consultation but the survey was available to all residents via the website. The consultation was open from the 18 March to the 12 April 2021. All correspondence received are shown in the attachments.

LEGAL/POLICY:

While all of the roads within the project area come under the care and control of the City prior to any works proceeding the associated regulatory lines and signs have to be approved by Main Roads WA Traffic Services Directorate.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council as the proposed 'mini-roundabouts' should lead to a reduction in both the number and severity of traffic accidents within the precinct as well as a reduction in traffic speeds resulting in an improved level of amenity for the local community.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Accessible City

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Sustainable Transport

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the *City's Public Health Plan 2020-2025*:

Reduced injuries and a safer community

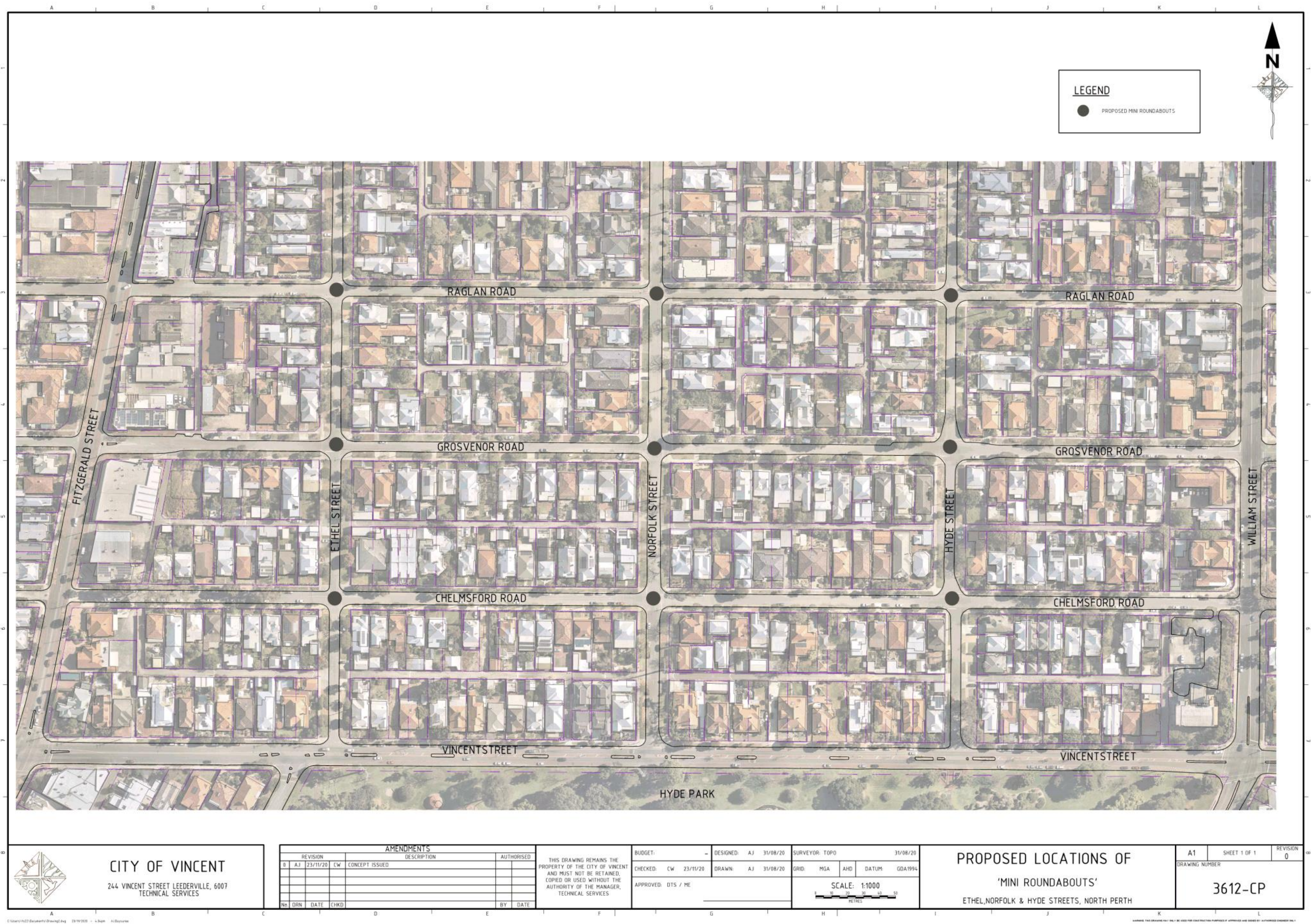
FINANCIAL/BUDGET IMPLICATIONS:

The works, estimated to cost \$230,000, would be fully funding by Main Road's WA Urban Road Safety Program.

COMMENTS:

The URSP provides the City the opportunity to participate in an innovative road safety program that will lead to a number of beneficial outcomes for the local community at no direct cost to the City.

If the 'mini-roundabout' project is approved, and proves successful, it would likely lead to a greater acceptance and adoption of the URSP by Local Government across the metropolitan area.





The area bounded by Fitzgerald St, Vincent St, William St and Alma Rd (covering Chelmsford Rd, Grosvenor Rd and Raglan Rd between Fitzgerald St and William St and Ethel St, Norfolk St and Hyde St between Alma Rd and Vincent St).

ENQUIRIES TO: Andrew Murphy (9273 6000)
Executive Director
Infrastructure & Environment



CITY OF VINCENT

18 March 2021

Dear Sir/Madam,

PROPOSED MINI ROUNDABOUTS PILOT PROJECT – SHARE YOUR THOUGHTS

The City of Vincent and Main Roads have been working collaboratively on a new pilot project for the Urban Road Safety Program (URSP). The program aims to implement low cost road safety treatments on an area wide or whole-of-street basis to assist in the reduction of fatal and serious injury crashes on local roads that are ineligible for funding from other road safety programs (such as the Black Spot funding).

The pilot project involves installing mini roundabouts at nine intersections in North Perth, in the area bounded by Ethel Street, Raglan Road, Hyde Street and Chelmsford Road. The project is fully funded by the Road Safety Commission.

The area proposed for the pilot project was nominated as both a responsive site, for the numerous low-grade traffic incidents recorded between 2014-2019, and as a proactive site based on the traditional 'grid pattern' road network.

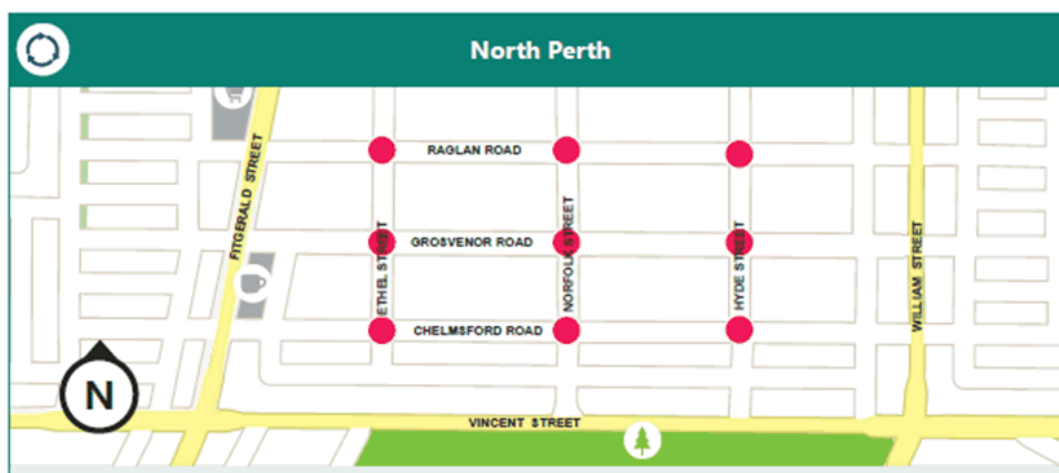


Figure 1: proposed locations for the nine mini roundabouts

Mini roundabouts are regarded as an effective, low cost means of reducing the likelihood of traffic crashes on local roads. They have approximately a 3m diameter, compared to the 6m diameter of typical roundabouts, eliminating the need for road widening and significantly reducing construction costs.

The 'mini roundabouts' pilot project is based on research by Monash University in Victoria using crash data provided by Main Roads (from April 2014 - April 2019), with GHD (Perth) assisting in the project scoping and design

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

ENQUIRIES TO: Andrew Murphy (9273 6000)
Executive Director
Infrastructure & Environment



Figure 2: a typical mini roundabout in metropolitan Melbourne, Victoria

Possible reduction in speed limit to 40 kmh

Given that the standard 50kmh Urban Speed Limit currently applies within the pilot project area, Main Roads has advised that they will consider, through the pilot program, making the area a 40kmh Speed Zone in conjunction with the introduction of the mini roundabouts treatment.

Share your thoughts

The City would like to know what you think about the proposed URSP pilot program, involving the installation of mini roundabouts at nine intersections in the area bounded by Ethel Street, Raglan Road, Hyde Street and Chelmsford Road.

You can share your thoughts by:

- Online survey, available at www.imagine.vincent.wa.gov.au/mini-roundabouts-pilot-project
- Direct email, to mail@vincent.wa.gov.au
- Phone, to 9273 6000
- Post, to PO Box 82, Leederville, 6902
- In person at the City of Vincent Library, 99 Loftus Street, Leederville (during opening hours)

Feedback is invited until Monday 12 April 2021. For more information, please contact the City on 9273 6000 or mail@vincent.wa.gov.au

To find out more about the Main Roads Urban Road Safety Program, visit their website below.

www.mainroads.wa.gov.au/projects-initiatives/programs/urban-road-safety-upgrades

Yours sincerely,

Andrew Murphy
EXECUTIVE DIRECTOR
INFRASTRUCTURE & ENVIRONMENT

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

CORRESPONDENCE Results (22 Responses)

D21/45490 - 1
#####

Thanks for the information you sent out about the proposed mini roundabouts pilot project in North Perth. I tried to use the online form but it didn't work, so I am responding via email instead.

I am very happy with the proposal. Living on Norfolk Street we often see drivers travelling at high speed down Norfolk Street. I expect they're using the street as a shortcut between main roads.

I am hopeful that both the roundabout proposal and the future 40km speed limit help curb this behaviour.

D21/45824 - 2
#####

In response to your mail out regarding proposed mini roundabouts pilot project I wish to advise that I am in agreement to this project.

D21/46054 - 3
#####

We live XXXX Ethel Street North Perth

We are in favour of the mini roundabouts and the permanent kiosk in Hyde Park

We are not so keen on the food vans as the hygiene is questionable from what we have seen and block access most times

D21/47502 - 4
#####

In response to your notification of the Proposed Mini Roundabouts Pilot Project dated 18 March 2021, I wish to comment on the installation of mini roundabouts at nine intersections in the area bounded by Ethel Street, Raglan Road, Grosvenor Road, Norfolk Street, Hyde Street and Chelmsford Road. From 1958 I grew up at 10 Norfolk Street. During those early years, there were often car crashes at those nine intersections that are being proposed to apply mini roundabouts. The crashes were due to no stop signs or others methods of slowing down traffic speed at those intersections. The action taken to prevent regular crashes was the implementation of stop signs. The stop signs significantly prevented crashes and stopped fatal and serious injuries.

I now reside at 98 Chelmsford Road and in my observations there is a growing number of vehicles accessing the nine intersections that are being used as short cut from Fitzgerald Street and Vincent Street to access William Street. Norfolk Street is also seeing more traffic as a short cut by drivers preventing the use of Fitzgerald Street or William Street. I can say that the speed being used on the roads of the nine intersections is in excess of 50 kmh.

I am in favour of any initiative by the City of Vincent and Main Roads to implement low cost safety treatments in the reduction of fatal and serious injuries and crashes. However, I feel that the main aim should be to prevent / stop and not reduce fatal and serious injuries and crashes. Stop signs have and will continue to prevent fatal and serious crashes.

The implementation to remove stop signs and be replaced with painted islands in those intersection will have little or no impact to slow down traffic and prevent fatal and serious injuries and crashes. A painted circle in the intersection will be ignored and driven straight over without reducing speed. A traditional roundabout with raised islands does slow down traffic and force drivers to negotiate around the island at reduced speed. Bear in mind, any obstacle, such as a traditional roundabout island or speedbump that may cause damage to a vehicle is treated with respect and is negotiated with that in mind.

In my view the cost of removing the current stop signs and installing mini roundabouts would be best served by retaining the stop signs and preventing traffic using the nine intersections as short cuts from Vincent Street, Fitzgerald Street, Norfolk Street and William Street. And to reduced traffic speed from 50 to 30 kmh.

I request acknowledgement of the receipt of my email and comments.

D21/48953 - 5
#####

I am responding to the recent letter about the Mini Roundabouts Pilot Project in North Perth and Mount Lawley.

I believe the solution suggested will not be sufficient to address the issue which is sought to be resolved.

As I understand it what is sought to be resolved is the reduction of the number of low grade traffic incidents.

The solution suggested is to install mini roundabouts in nine locations across three east west streets.

This seems to be unlikely to reduce the speeds in the streets, as most people drive 4 wheel drive vehicles which will just drive over them.

I suggest a better solution may be to install infrangible posts in the suggest locations which may reduce the speed but probably increase the number of traffic incidents.

It is noted that the streets in question have high levels of street parking and constricting the street. I would consider this to be a deterrent to people speeding and inevitably having traffic incidents, however this does not seem to stop people speeding down these streets.

Perhaps regular traffic cameras being installed with fines being issued may slow some people and reduce the number of traffic incidents.

It is possible the installation of the mini roundabouts may reduce the incidents as suggested by the Monash research. However, it is likely to increase the noise from cars driving over and swerving around these obstructions. This will reduce the quality of life of those residents who live near these proposed mini roundabout due to the noise and arrogant drivers bouncing over the mini roundabouts.

It is suggested other options be considered to resolve the traffic incident issues.

Reduce the speed on the streets to be at least as low as Vincent Street, currently Vincent is 10 kph lower than Chelmsford Road and has more traffic calming devices. It is likely that the traffic has increased on Chelmsford, Grosvenor and Raglan since the 40 Kph trial began.

It may be better to find other ways of reducing the traffic from using these roads as rat runs in the first place rather than slowing them down whilst rat running.

These could include more limits on turning, e.g. not being able turn into streets from particular directions from Fitzgerald and William.

I would be happy to discuss this further

D21/48957 - 6
#####

Please find the Paper requested attached. I had been tracking it down.

<snip>

Could you please provide me with a copy or a link to the Monash University article? I'd like to understand the context of the study.

D21/49716 - 7
#####

I just wish to have input into the Mini Roundabouts you are proposing and think that it will be very good for this area.
I use these streets and often see cars pull out from Stop signs not looking and certainly not stopping.

D21/50769 - 8
#####

Thank you for your letter dated 18 March 2021 and for the opportunity to provide comment on the proposal. I am a nearby resident and drive through the study area on most days.

I do not support the proposal. I believe it has little justification, especially when considering (a) other alternative solutions such as reducing the speed limit alone, and removing verge obstructions to view corridors at those intersections and (b) other, more unsafe parts of the City of Vincent road network in more urgent need of remedy.

I strongly question the need for the interventions along Ethel and Hyde Streets, but can see a stronger case for Norfolk Street (but still not compelling enough to support it).

Since the Urban Road Safety Program (URSP) aims to reduce 'fatal and serious injury crashes' on local roads, and the study area proposed has experienced only 'low-grade traffic incidents' – does the project have any strategic justification? Based on the information in the letter, it appears that the Road Safety Commission has some unallocated funds and is scratching around for a way to spend it. No compelling case is presented as to the merits of the proposal based on data and comparison with other study areas within City of Vincent.

The letter cites 'numerous' low grade traffic incidents, but provides no context for this statement and no data to compare with others areas. Does the area have the 'highest' rate, mid-range, it is not clear to me based on the letter.

The letter references one project in Victoria, but does not provide sufficient detail for the reader to fairly determine the effectiveness or otherwise of that project. It would also be interesting to note whether other 'mini roundabout' projects have failed to deliver any safety improvements. The Victorian example could be a very selective example that provides a false indication of the success of this proposed solution.

The letter also suggests a possible reduction in the speed limit from 50km/h to 40km/h. A reduction in the speed limit from 50km/h to 40km/h is a good idea in my view. However, if the reduction in speed limit occurs in conjunction with the mini roundabouts – how will the City fairly evaluate the effectiveness of each intervention? That is, how will it know whether the reduction in speed limits alone would have been sufficient.

If the objective is to reduce the risk of serious road accidents within the City of Vincent, I suggest that the City remove the dangerous on-street car parking bays on Walcott Street near Field Street (outside the cookie shop). These bays consistently cause near misses as cars change lanes to avoid a collision, only to almost drive into a breaking car as it turns right into Field Street. Similarly, there are unnecessary on-street car bays on Fitzgerald Street (near Alma Road and Forrest Street) that obstruct effective traffic movement including buses. Finally, there are on-street bays on Forrest Street near the Fitzgerald Street intersection (outside the chemist) that are a constant source of conflict, congestion, near and actual accidents. I appreciate that removing these bays will be opposed by local businesses and 'their customers use them'. But since each area is well serviced by significant off-street car parks, that argument is weak.

D21/50969 - 9
#####

I do not believe the installation of mini roundabouts is the correct solution to the issue.
Please see the attached as alternate solutions to what you seek to achieve.

D21/51064 - 10
#####

We live on Norfolk Street and fully endorse the plan to add roundabouts. It will reduce speed down Norfolk and possibly traffic. Currently traffic speed is high and some drivers drive down beeping their horns to warn drivers to stop at intersections. We support slowing traffic increasing cycling and walking in this close to the city suburb.

D21/52702 - 11
#####

I am writing to you to request that the current consultation being undertaken by the City on the installation of roundabouts in North Perth, be placed on hold until more comprehensive and unbiased information can be provided to local residents and members of the community about the proposal.

A letter from the City has been distributed to households on the streets where roundabouts are proposed to be installed. This letter mentions nothing about the negative impacts that this proposal will bring. Namely the heightened risk of physical harm and injury to pedestrians and bike riders. In addition, it does not quantify, nor provide evidence on the number of crashes in the area, and it does not describe how the speed and volume of vehicle movements will change on these streets if roundabouts are installed.

The lack of comprehensive information about the impact of this proposal on ALL road users will limit the value of feedback received from members of the public.

In your role as an elected member, it is important that you receive comprehensive and unbiased officer reports and community feedback to inform your decision making. In relation to this issue, to date, the officers have only provided you with information about the impact on people driving vehicles - but nothing about people that walk or ride bikes.

This bias was evident in the December 2020 report to council (a matter that I spoke to during public question time). The bias has now been replicated in the letter to residents and the information presently on the Imagine Vincent website.

You should also note that up until yesterday - nearly a week after the letter was distributed- it was not possible to find information about this proposal on the imagine Vincent website unless you had the specific URL. This URL was only provided to people that received the letter. (This was a similar approach used by officers when seeking comment on the Carr St bike lanes in 2019).

It seems as though it was only when local media contacted the City, asking why this item was not visible to all people that visited the Imagine Vincent website that the veil of secrecy was lifted.

Again, I ask that a new letter be drafted that provides unbiased and comprehensive information on the impact of this proposal on all road users, that this letter be distributed to residents, and that the Imagine Vincent website be similarly updated with this additional and new information.

D21/53086 - 12
#####

I do not support the idea.

Has there been a high incidence of near misses of vehicle crashes in this area? Why wouldn't treatments used from this fund look to prioritise walking/cycling? That also makes the street safer for people in cars. Disappointing to see Vincent doing this when they have put in separated bike lanes and signalised pedestrian crossings.

Let's set a challenge to Main Roads to solve something WITHOUT a roundabout.

Does this fit with Vincent's objectives and priorities?

Why not use the paint to narrow the street at intersections (Bulb out/Cub out/bump out)? Then put in a few bollards of some sort, to allow pedestrians to cross more safely while also slowing down cars.

D21/53260 - 13
#####

Following receipt of the advice regarding the Proposed Mini Round a Bouts Pilot Project as requested I make the following comments.

In the opening comments, first paragraph you state "to assist in the reduction of fatal and serious injury crashes" and in the third paragraph you state "was nominated as both a responsive site, for the numerous low-grade traffic incidents recorded between 2014-2019 and as a proactive site"

From 2019 to 2021 have the number of low incidents -grade traffic incidents increased and have any of these in fact been fatal?

As stated this "pilot project is based on research by Monash University in Victoria"

Prior to installation of the mini round a bouts were the intersections in metropolitan Melbourne Victoria sign posted with stop signs or other traffic control devices and if so what were they?

Each of the intersections selected have stop signs in one direction bar one which have give way signs and should stop vehicle movements at the intersection in one direction until it is safe to proceed

With the introduction of the Mini Round a Bouts I assume the signage would be removed or are these to be replaced with give way and or round a bout signs?

Removing the stop signs and installing Mini Round a Bouts will not stop traffic in one direction but will create a "Chicane", except traffic will be moving in all directions through the intersection and potentially at greater speed on the streets that had the stop signs.

Whilst mini round a bouts are a cost effective method by reducing the amount of surrounding works required I don't believe they create enough deviation for through traffic to slow vehicles down with only a 1.5 metre deviation.

Are the mini round a bouts to be kerbed to prevent cars driving over the edge? This could make the deviation at least partly worthwhile, if not the larger vehicles could effectively drive straight through the intersection with minimal deviation and or speed reduction.

The possible reduction in speed limit to 40 kmh was trialled elsewhere within the Council with what appears to be minimal effect.

Signage alone will not reduce speeds on local streets; there needs to be a physical barrier i.e. speed platforms or humps as evidenced by the latest traffic data comparison along Forrest Street where vehicle speeds are slower along the Norfolk to William Streets section, which has speed humps, than between Fitzgerald and Norfolk Streets where no speed humps are installed.

Have other methods of reducing traffic accidents been investigated eg creating a loop road system which eliminated the intersections, as per the eastern side of William Street /

I appreciate this would a more expensive alternative but in the long term may have a great benefit to slowing traffic, reducing accidents and creating a quieter environment for residents

I trust the above comments are taken on board and given due consideration.

I look forward to a response

D21/56066 - 14
#####

Hello! Thank you for allowing me to comment on the mini roundabouts proposal.
I live at XXXX Grosvenor Road, North Perth and have done so for nearly 40 years.
There definitely needs to be something about the volume of traffic that uses the "side streets" in your proposed plan.
I highly support reduction in speed limit to 40 KPH.
As to the number of roundabouts proposed, I believe they would be more of a hindrance to locals than those drivers who use these streets to bypass Vincent Street!
I would recommend an appropriate number i.e. 5 - 6 for trial, that ensures speed reduction. Some cars, trucks and motorbikes regularly use these street as a speedway!
The speed humps in Vincent street are not preventing most cars from still speeding, I've observed many simply fly over the speed humps, especially the four wheel drives! And the reason why a lot use the "side streets" is because the flow along Vincent Street can be very slow especially at peak times!
I have been retired for around 5 years and try to walk everywhere as well as driving when necessary. The volume of traffic has increased, I even notice my street quite busy at all times, not just during the day.
Also, visibility is difficult trying to get out of a laneway or cross a street sometimes due to the number of cars that park in this area(close to intersection) and walk to catch a bus!
I know I've see many do it. There are only some sections of these streets that have restricted parking hours, not all.
Hope this helps?

D21/59225 - 15
#####

I'm very much in favour of the proposed mini roundabouts at nine intersections in North Perth incorporating Raglan, Grosvenor and Chelmsford Roads. Cross streets are Norfolk, Hyde and Ethel streets. I'm also in favour of the reduced speed limit to 40 kilometres an hour. It will help reduce the number of cars speeding between Fitzgerald and William streets.
Many thanks for inviting our input. I live in Grosvenor Road between Hyde and Ethel streets.

D21/59269 - 16
#####

Thank you for your email. I very much appreciate your thoughtful and considered response. I would be very grateful if you would clarify two points.

The first point relates to your comment that "Cyclists find that roundabouts become squeeze points, where poor driving ability can make their use of such intersections uncomfortable", whereas "Mini-roundabouts provide more room to negotiate the intersection as they have a smaller central annulus (3m radius as opposed to 6m)) providing more room for cyclists."

- I understand that this means the carriageway will be wider in a mini-roundabout compared to a roundabout. Is that correct? What would be the carriageway widths under each scenario?
- I am not clear how a wider carriageway would be (or would seem) safer for cyclists. I would have thought this would be/feel less safe, since it is more likely that a vehicle will attempt to overtake the cyclist in the intersection. Have I misunderstood? I'd be very grateful if you could clarify.
- The second point relates to the three issues you have identified regarding zebra crossings.
- I understand that these describe the policy of Main Roads, and not the City of Vincent. Is that correct?
- Please could you clarify whether the City has a policy (formal or otherwise) regarding the installation of zebra crossings? (I appreciate that any such policy would be subject to Main Roads as approver.)

D21/59313 - 17
#####

To clarify my comment on options to have any Council decision to proceed on the 'pilot' project reviewed, prima face, it may be it be opined that SAT for example may not have jurisdiction given it is deemed a 'pilot' Project..... there would appear several substantive issues that may well test any such hypothesis.

<snip>

As a resident at XXXX Chelmsford Road North Perth, I am totally opposed to the proposed project.

This will, in my view increase the hazard of road and community safety.

I do not accept that it will improve any aspect of the two factors the residents have been concerned about and raised, without being heard for the last 3 years.

This is regardless of the city's so called traffic and speed counter data, as the facts are we as residents who live here and experience the speed of cars 'rat running'.

I am aware that the issues of speed, road and related community safety is becoming a major issue throughout the City. The residents for example in Forrest St, Alma Road (onto Charles Street) and as I understand throughout areas of Mt Hawthorn continue to raise similar problems. This is a proposal funded by the State Government as I understand.

This roundabout (mini) proposal may well look pretty, and be taken from a Melbourne scenario, however I believe it is totally inappropriate in our suburb. Should the Council take a unilateral decision to proceed, there remain options to have this decision reviewed, including through SAT.

I also advise that the majority residents between Fitzgerald and Ethel Streets on Chelmsford, met for an Easter get together on Thursday 1/4/21.

This proposal and what we believe is the issue of the supposed Fitzgerald St turn right only out of into Chelmsford Road was universally opposed from all the residents at that gathering.

Finally, is it confusing to have the current stop and give way signs removed in the proposed area to be replaced by the 'mini' roundabouts.

The question I am totally bemused by is...when is the City going to prepare a total strategy for the City on traffic management, road safety and related community safety as opposed to what appears to be a sporadic approach which lacks a coherent approach and in the end result creates a very negative view (albeit apparent) view from rate payers? There appears to be no detailed Traffic Management Plan(TMP)on the mini roundabouts and relying on a Melbourne based scenario as what appears to be the case, is incredulous, without a proper strategic approach in the form of a TMP.

I am happy to discuss any issue on this matter

D21/59315 - 18
#####

I am a resident and a joint owner of a property at XXXX Chelmsford Road North Perth.

I object to the implementation of the project.

I have lived in Chelmsford Road for the past 11 years, and before that I was a resident and an owner of a property in Alma Road for about 13 years.

Traffic calming in Chelmsford Road is urgently required. The recent change to the intersection at Fitzgerald street has made little different to the hoons that drive at excessive speeds down Chelmsford road almost every Saturday or Sunday night. Last Saturday night I was awoken by the sound of yet again two cars racing down our street from Fitzgerald Street, brakes screeching as they approached the giveaway sign at Ethel Street, without stopping or really slowing. As they roared past, I held my breath waiting, as I do when this occurs, for a crash. Fortunately it did not happen.

I accept that the give way sign on the intersection at Ethel Street has made some difference to the traffic issues in our Street as it slows most cars down at the corner. Speed is not so much a problem during the main part of the day in our street because there are a large number of cars parked on either side of the road which inhibits speed as cars often have to stop for approaching cars to pass. However, later in the day and in the evenings there are fewer cars, and a capacity to speed unobstructed.

Getting to the proposal, first what is of concern is although the implementation is for a pilot it does not appear to be supported by any local traffic study which shows that is likely to be effective in our streets as opposed to local conditions in Victoria.

Second, it is proposed is that the roundabouts replace a number of stop and give way signs that are more effective in stopping cars than mini roundabouts that do not require a car to stop or reduce their speed to a significant degree.

D21/59319 - 19
#####

I have lived for many years on Grosvenor Rd, in the area proposed for the Mini Roundabouts trial. The amount and speed of traffic, especially in the late afternoon, has turned our street into a noisy and dangerous place.

So I would welcome any measures which slow vehicles down. I am not sure that mini roundabouts are the answer. I frequently cross Fitzgerald street as a pedestrian, and it is rare to see any vehicle, especially the popular four wheel drives, slowed down by the "speed reduction" strips.

I suspect that the proposed mini roundabouts will be treated in the same way. Considerate drivers will still slow down, others will just power across. At present, STOP signs provide some safe times for pedestrians and cyclists to cross intersections. That will disappear with roundabouts.

I think it is time to introduce penalties for speeding on our local streets. They are not there to provide quick alternative routes for impatient drivers.

How about

a) Dropping the speed limit to 40km in the trial area, and

b) Putting in a speed camera with a feedback screen to show drivers their actual speed.

After a while, fines could be imposed on serial offenders.

We have so much "smart" technology that tracking the inconsiderate ones should be easy.

Thank you for the opportunity to comment on this proposal,

D21/59346 - 20
#####

We have resided at XXXX Chelmsford Road Nth Perth since August 1998. Our home is the third one from the crossroad with Ethel Street and in all that time neither I nor my husband has seen or heard of an accident having taken place at that particular crossroad.

We are both against having a mini roundabout being erected - it's just a waste of money. When drivers still fishtail over to the west side of Chelmsford over Fitzgerald from east side of Chelmsford and even turn right into Fitzgerald to go north, what are they going to do with a little roundabout?

Regards

D21/59347 - 21
#####

As residents of Chelmsford Road, we object to the mini roundabout pilot proposal for our street and precinct.

It is our understanding roundabouts are designed to ease congestion, reduce crashes and encourage continuous flow of traffic. None of these issues are experienced on the streets proposed to receive the pilot program.

Speed and pedestrian safety on our inner city residential streets are a significant concern. We believe the introduction of a system of mini roundabouts will encourage more non-resident traffic to use these roads to avoid congested main roads.

We note roundabouts increase general average speed by removing the pause of drivers at 'Giveaway' or 'Stop' signs. This program will therefore not address our primary concern of traffic speed.

The streets in the pilot precinct require (and have requested repeatedly) traffic calming measures to combat speeding, deter non-resident traffic and increase pedestrian safety.

We support the extension of the 40km/h speed zone in the precinct area.

We strongly object to the removal of the 'Giveaway' sign at the intersection of Chelmsford Rd and Ethel St. This recent sign reorientation has started to have the desired effect of slowing traffic and improving safety at this intersection.

We appreciate your time in noting our feedback.

D21/60092 - 22
#####

I see that I am a day late (& a buck short?) for my feedback regarding the mini-roundabouts project.
That's fine, as I don't have particularly strong feelings one way or another about it.

However, I was going to opportunistically feed back to yourselves & Main Roads that I am concerned about your/my street Vincent Street.
Your intersection with Loftus Street I think is pretty safe, as it has right hand turn lanes in every direction.

The 2 intersections (Fitzgerald & more importantly Charles Street) nearer to my house (XXXX) are getting dangerous though.
At both there is no right turn lane, and one has the choice of blocking the large number of people turning left to get onto the Freeway or getting blocked by a single car turning right. Both have massively wide expanses of concrete either side of the road that mean they could easily accommodate a right turn lane, in my humble opinion.

As it stands, the current arrangement (plus the new Beatty Park walk lights) encourages people to duck & weave across lanes regularly. This, plus the recent presence of street people begging on the median strip at Charles, means I think that serious accidents are inevitable until this is addressed. At Charles, there would be the added bonus of removal of a metal sidebar that's only of note because it impaled a stolen Ferrari (that then exploded, killing the second occupant) a few years ago.

Anyway, if you could please pass my concerns re: Vincent Street on to the appropriate Main Roads people, it would be greatly appreciated.

#####

ENGAGEMENT HQ Results (52 Responses)

Engagement HQ Response 1
#####

As a resident of one of these streets I am in support of the proposal as I think it will be an elegant solution to at least slowing the traffic and making it safer. I wonder if it is within budget to create little gardens in the middle of each to beautify them and continue the policy of greening the area. I have added a photo of some I found online..

Engagement HQ Response 2
#####

Having risked life and limb when driving along these roads for over 32 years, I am 100% in favour of this mini roundabout trial. I have seen so many near misses as cars try to "rat race" and hardly even slow down at the stop signs. Also there are often parked cars to your right, making visibility very hard. One question would be this: are cyclists more at risk on a roundabout? I think it may be safer for them as they may be more visible. Needs to be a huge push to have cyclists wear highly visible safety gear. I see cyclists in dark clothing with no lights at all as I come home in the winter at 6-30pm. Be seen, be safe .

Engagement HQ Response 3
#####

I support the project.
The current system of give ways can lead to quite a bit of stop start driving depending on the route you are taking, adding to vehicle emissions at start up. The present priorities are not as they have always been (egg Chelmsford Ethel) and that's led to a few near misses.
In these streets traffic can travel at excessive speed and I suspect some cars are making short-cuts to avoid Vincent, William and Fitzgerald streets, the 40kmph limit is welcome.
I envision that the pilot will result in slower, more constant speeds for traffic.
I trust that bicycles will continue to be encouraged, as part of the traffic that makes use of the roundabouts and not displaced to pavements."

Engagement HQ Response 4
#####

I live on Alma Road and as a resident of this immediate area, I am on these roads travelling in all directions at different times of the days. I 100% support the mini-roundabouts pilot project. It is long overdue and will go a long way to improving safety in this area, not just for motorists, but also for cyclists and pedestrians - particularly the elderly and small children. I hope that this goes beyond the pilot stage and that the roundabouts become permanent. We really do need them. Thank you for the opportunity to comment, and thank you for supporting our local community.

Engagement HQ Response 5
#####

Definitely better than speed humps. Hate going over those things on a bicycle. We get a bit worried about the additional travel time to and from work or coffee shops or community events. Your recent 40km/hr zone trial report on page 39 highlights that more respondents believe the speed reduction has made the community less liveable than more liveable. The city of Subiaco did substantial works of a similar nature everywhere 15 years ago. The place became a ghost town very quickly. We chose to live near the city was travel times so we could minimise travel time to spend more time with the family (and playing video games).
The commute times are really important to us and if they increase then we are unhappy.
With regard the mention of a 40km/hr zone. I read the report you released for doing the same thing nearby. It was painful.
The speed change in that 40km/hr zone was particularly ineffective at changing the vehicle speeds. They reduced by less than 1km/hr. This was supported by the survey in the report indicating way more people feel it is ok to speed now the speed limit is 40km/hr. In summary, everyone is still doing the same speed.
Failing to change the speed cars travel at makes the report bonkers because they are comparing when cars were going 50 km/hr to now when they are still going 50km/hr.
Despite cars still travelling the same speed, they are claiming the change in speed has improved safety which is impossible. All those conclusions regarding improved safety or changes to traffic profiles have to be a result of uncontrolled variables, placebo effect or cherry picked nonsense.
All those survey respondents who said they now feel safer definitely weren't safer. There is F-all difference between a car hitting you at 48km/hr or 49km/hr. Reaction distance changes are also imperceptible for such a speed change. They seem more effected by the belief they are safer than any actual improvement in their safety. Hence, the only logical way to guarantee improved safety stats and perceptions is to pretend we changed the speed limit. Send an all staff email and community facebook message telling everyone you'll change the speed limit on Monday. Then on Monday, call in sick and go to the beach. Never change the speed limit. No one will notice.
Everyone wins!

Engagement HQ Response 6
#####

I disagree with the proposed mini roundabouts project.
By having stop signs at one face of the intersection, at least one party is required to stop and look. I think drivers tend to be more careless/reckless at roundabouts as they are lulled into a false sense of security - they may approach the roundabout 5 times with no other cars approaching. Then on the 6th time they are confident there won't be other cars but it's the one time there is."

Engagement HQ Response 7
#####

Approve of the initiative

Engagement HQ Response 8
#####

We support safety measures and think that the roundabouts will slow down cars which often travel too fast in the area.

Engagement HQ Response 9
#####

Dangerous for pedestrians and cyclists. Stupid idea! The fact you have already started preparing the streets is disgraceful. Worst council in WA.

Engagement HQ Response 10
#####

I am interested that this form of "traffic management" is being used in an Urban Road Safety Program. Generally roundabouts are used to improve the flow of vehicle traffic. In this case the proposal is put forward as a method of reducing "numerous low-grade traffic incidents". Nowhere in the mail out to residents is there any information on the actual data which underpins this project: which intersections were involved in crashes, when, what the actual incidents were, and who was involved, pedestrian, cyclist, motor vehicle driver?

The "look but fail to see" phenomenon which involves entering or exiting vehicle drivers crashing into cyclists who are already on the roundabout are the major cause of injury and mortality in these spaces.

More broadly there are numerous studies worldwide and in Australia to show that roundabouts are not safe places for other users, pedestrians and cyclists. Both Norfolk (part of the Perth Bike Network route) and Ethel Streets are used frequently by both commuting and everyday cyclists.

As an Urban Road Safety project it would be impressive to see something that included the needs of all these users, those on foot (or in wheelchairs/gophers), those cycling and those who drive motor vehicles. One way to improve safety for all would be to introduce Pedestrian Crossings at all the intersections in the "trial" area, East/West and North/ South preferably with raised platforms. This would not only provide much safer spaces for those on foot but act to slow vehicle drivers, particularly if a 30kph was introduced across the area. No need for roundabouts, mini or otherwise.

This trial of mini roundabouts only introduces more hazards for those walking and those cycling. I live in Vincent but not in this area, although I cycle along a number of these streets each week.

Engagement HQ Response 11
#####

Whilst I understand the logic, it seems to create a more dangerous environment for pedestrians and cyclists, which is not inclusive, or in keeping with the area. As someone who lives on the other side of Fitzgerald Street, and walks often to Hyde Park, this proposal makes crossing each street far more dangerous than it currently is. It also seems as though it is not much of a deterrent for people speeding.

Engagement HQ Response 12
#####

I live at 130A Raglan Road, close to Fitzgerald Street and am all for proposed Mini Roundabouts. This street is a 'rat run' for traffic from William to Fitzgerald streets and often hard to get out of my driveway safely. A roundabout at corner of Ethel Street would slow cars down. I also, agree with reducing speed limit to 40 km/hour for same reason.

Engagement HQ Response 13
#####

There is not enough vehicle traffic to warrant introducing pedestrian inhibiting roundabouts

Engagement HQ Response 14
#####

Understand the Council's motivation to participate in the trial, given it is funded by MRWA and presumably will be removed if not successful.

I have two concerns with the project:

1. The higher crash occurrences are due to higher traffic volumes in the area from rat running and through traffic, not design of intersections. In my opinion the roundabouts are quicker and easier for motorists to traverse than the current stop signs which require a complete stop. This could encourage even more rat running, as it is now easier to cut through, thereby increasing traffic volumes and likelihood of crashes. Ultimately this is counterproductive to the goals of the program and the focus should instead be on reducing rat running, through traffic and traffic volumes to reduce occurrences, or likelihood, of crashes.

2. Norfolk Street is a main cyclist route in the Perth bike network and popular pedestrian route to Hyde Park. The Monash study acknowledges roundabouts reduce safety of cyclists and pedestrians. Therefore, the project is not consistent with the City's Accessible City Strategy to encourage active transport, such as walking or cycling, and instead favours motorists.

Engagement HQ Response 15
#####

Glad to see urban areas with poor street design being addressed. Concerned however, with the impact these roundabouts will have on rat running. Also concerned (as a pedestrian and cyclist) with having to give way to vehicles along Norfolk Street.

Engagement HQ Response 16
#####

Mini Roundabouts could be positive if pedestrians are given priority over vehicles and cyclists are properly considered in the design. If not, they will make it harder for pedestrians and cyclists, and encourage more driving.
In my opinion, the City of Vincent should adopt a formal policy of only constructing roundabouts with either zebra crossings or pedestrian signals on all approaches."

Engagement HQ Response 17
#####

I think the project is great but have concerns for the roundabout proposed on the corner of Ethel St and Raglan Rd.
Raglan Rd, between Fitzgerald St and Ethel St, is close proximity to the shops and the church and has a high volume of street parking which may create bottlenecks at the roundabout.
This would be similar to the situation at the corner of Fitzgerald St and Raglan Road where currently parked cars overrun the street and creates bottlenecks for traffic entering to/from Fitzgerald St."

Engagement HQ Response 18
#####

What is the evidence of the crash data via Main Roads 2014-19? This is key info in determining if this project is worthwhile- i.e. evidence based approach. The letter says this is 'to assist in the reduction of fatal and serious injury crashes'. Later, the letter refers to low grade incidents: 'the numerous low-grade traffic incidents between 2014-19'. Were there fatal crashes, only low-grade ones, or no crashes? Why not show us the evidence to make up our own minds whether this project is worth it?
How much is the City paying GHD, on an annual basis, to find solutions to problems that may not exist (for all I can tell, they've provided no evidence)."

Engagement HQ Response 19
#####

We are thrilled to hear about this project. We live on Norfolk Street and have witnessed vehicles and cyclists speeding down the hill towards Raglan Road. Some drivers beep their horns to warn other drivers they are moving through the intersection (Norfolk/Raglan). We have also seen police officers talking to drivers about not stopping at the stop signs on Raglan Road. We welcome the mini-roundabouts and the reduction in the speed limit. Suggestion: If possible, would like to see a suitable tree, low shrub, or a patch of green plants in the middle of the roundabout. (Visibility is important.) Cheers.

Engagement HQ Response 20
#####

I'm unsure how this is really going to make a difference other than to encourage some to use these as an obstacle course (cars) and create confusion for pedestrians. Perhaps in other streets like on Vincent or William but not those proposed.

Engagement HQ Response 21
#####

These roundabouts are desperately needed as we have noticed cars traveling extremely fast and above the speed limit on our street - Grosvenor road.

Engagement HQ Response 22
#####

The value of the project is not clear; what is the measurable improvement expected from this change?
The anticipated disruption during construction has not been articulated as part of the proposal.
The anticipated noise during construction has not been articulated.
In closing - it is more appropriate for the City of Vincent to utilize these resources to improve bicycle access. Through deployment of bike lanes, designated bike paths, etc. Further, I would prefer the City of Vincent utilize these resources for recycling opportunities. "

Engagement HQ Response 23
#####

Whatever happened to stop signs? Find something better to do with the money. If it ain't broken don't fix it

Engagement HQ Response 24
#####

You got to be kidding????? Really that is what you spent our rates on?
Wasley Street is a no right turn street. So everybody comes into Forrest Street u turns to them get into Wasley Street. That is a much bigger problem then the one you are proposing to spend money on with this project. Plus it bloody dangerous to cross William Street to get to the bus stop. But yes according to your desk top study people need to sustain injury and possible death before considering safety for the crossing of William Street by the council. Honestly if you are bored and need to build mini roundabouts please give consideration to roads with cars travelling at much higher speeds
Thank you. I hope I will not see mini roundabouts before you fix William Street.

Engagement HQ Response 25
#####

Seems a good idea if will reduce traffic incidents in the area, streetscape should be disturbed as little as possible

Engagement HQ Response 26
#####

Very disappointed to see once again that the streets such as Elma which are constantly being used as speeding rat runs are ignored for traffic mitigation strategies. It makes me wonder exactly what we have to do (or live near) for the council to stop ignoring this very real problem some of us deal with every day.

Engagement HQ Response 27
#####

Great idea!

Engagement HQ Response 28
#####

Love it. You should introduce more in the neighbourhood, like at Lincoln and Stirling intersection.

Engagement HQ Response 29
#####

I think it will make the streets less attractive and they are unnecessary- these roads aren't busy enough to need roundabouts- waste of money and time

Engagement HQ Response 30
#####

< no comments recorded >

Engagement HQ Response 31
#####

Good idea. There are blind spots due to cars parking on road. Coming from a stop sign you have to creep out very carefully as people do about 70km/hour down Grosvenor to get to William Street. Dodging traffic on Vincent Street.
This whole area everyone speeds. Even the 40 zone on Vincent next to Hyde Park, by the time people are going down the hill and passed the speed bumps they are doing 70 in a 40. I cross the street every day to get to Hyde Park. Only a matter of time before someone dies here. Never seen a cop or speed camera once in this area"

Engagement HQ Response 32
#####

I am in favour of installation of these 9 mini roundabouts for safety reasons, provided they are in proportion to the width of all intersecting roads.
For the roundabout itself could it please be either:

1. Paved with red brick pavers or 'faux' scored red brick pavers, which is in keeping with the neighbourhood. Please do not use any light/reflective surfaces for the roundabout itself which will dramatically increase glare for motorists, cyclists and pedestrians alike.
 - OR
 2. If any vegetation is planned for the centre of these mini roundabouts, could it please only be a water wise ground cover, no higher than 30 cm? If taller vegetation is being considered, this could become a visual traffic hazard down the track.
- It would be fantastic if the speed limit could also be reduced to 40 kmh throughout the pilot program zone, thank you.

Engagement HQ Response 33
#####

I concur with the mini-roundabouts on Hyde and Ethel St, however, I don't agree on Norfolk. Norfolk has enough delineation as a more major road. If anything is required in Norfolk, some line marking.
I have witnessed interaction between bikes and cars on Hyde and Ethel, as it is quite stop start. As a cyclist on Norfolk, I feel much safer, as it is much clearer who has right of way, and there is less start stop.
I would be reluctant to see the priority of Norfolk Street changed."

Engagement HQ Response 34
#####

It seems that City of Vincent is embarking on traffic management solutions in an ad hoc manner without a clear and holistic traffic plan for North Perth and how to manage the flow of cars but also, crucially, providing for the safety of pedestrians and cyclists. The mini roundabouts pilot project is another example of a project that is looking at one part of the issue only instead of the overall issue of increasing cars travelling at speed throughout North Perth. Suggest a traffic study is conducted for the area bounded by Charles St, Vincent St, William St and Angove St/Burt St. The recent and planned modifications to stop all right turning traffic out of Chelmsford, Grosvenor, Raglan and View streets mean that it's not possible to turn right onto Fitzgerald St between Angove Stand Bulwer St- forcing more cars to travel on the local roads to get to a post where they can turn right. Suggest considering traffic lights at Alma St or Raglan to provide for safe turning of cars and cyclists onto Fitzgerald and a dedicated crossing point for pedestrians. Also suggest funneling traffic down Charles St and narrowing Fitzgerald St, similar to Scarborough beach road in Mt Hawthorn.

Engagement HQ Response 35
#####

I live on a corner of a Chelmsford Road & Ethel Street, North Perth. The speed of some vehicles has increased noticeably along Ethel Street since the 'Give way' signs were removed and placed in Chelmsford Road. I doubt very much that the mini roundabouts will make the really fast drivers slow down. Although they are in the minority, and most drivers are ok, I think it might be more of an incentive to slow down (and it would cost less) if the word 'Slow' was painted on the road surfaces approaching the crossroads at Ethel Street.
I dislike the heavily-painted road markings associated with mini roundabouts too! No roundabouts please."

Engagement HQ Response 36
#####

Seems like a good idea to me. Roundabouts are better than stop signs

Engagement HQ Response 37
#####

Sounds like a good idea. I do find the inconsistency of stop signs running in perpendicular directions around here a little confusing.

Engagement HQ Response 38
#####

It's good that Main Roads is considering innovative, low cost initiatives to reduce crashes. However the reasoning put forward by Main Roads to support its pilot project in North Perth appears to focus only on the outcomes for driving. It does not sufficiently consider the outcomes for people walking and cycling. A Monash University study into mini roundabouts in Melbourne found there were limitations of their use and question marks on the benefits for those walking and cycling. See below (and attached):

2.2 Mini-roundabouts: Limitations

For all their benefits, mini-roundabouts share the same disadvantages as traditional roundabouts. The primary concern is for vulnerable road users – pedestrians and cyclists. There are conflicting results on the impact of mini-roundabout on cyclist crashes (Austroads 2013). Mini-roundabouts should not be placed at intersections with known large pedestrian volumes, while cyclists are considered "just as vulnerable" on roundabouts as any other cross- road system (Bode and Maunsell 2006).

7. Conclusion

.....In particular, mini-roundabouts may not be appropriate in areas with high cyclist movements on local roads. ""

Given that Norfolk Street is slated to become a Safe Active Street it would be unwise to install mini roundabouts along this street. If both the Safe Active Street and the roundabouts were to go ahead, it would make it difficult to meaningfully assess the impact of each intervention.

The roundabout pilot will likely promote slower traffic speeds but it will not reduce traffic volumes and rat running (identified as problems in this area of North Perth.)

There are other innovative, low cost options - such as the Low Traffic Neighbourhood approach or filtering on residential streets - that the city could implement that would reduce speeding, cut out rat running and make the streets much nicer for walking, for bike riding and for living.

Engagement HQ Response 39
#####

In my experience roundabouts are generally more dangerous than junctions for cyclists as motorists are less likely to slow appropriately.

Engagement HQ Response 40
#####

They are all MOST WELCOME. I have had problems at the intersection of Raglan and Norfolk (speed, sightlines and camber/divots within the intersection) and at Norfolk/Grosvenor where stop signs are ignored, especially. The speed limit of 40kmh is sensible and very much needed where speed (especially Raglan, btwn William and Norfolk) is an issue. Evasion of roads with speed humps, or heavy parking, results in more traffic/speed in the others. The presence of home-businesses adds to spikes in daytime parking which in consequence add to the frustration of through-drivers and damage to wing-mirrors on parked cars.
The speed reduction is very welcome."

Engagement HQ Response 41
#####

We live on Ethel Street and support the pilot project

Engagement HQ Response 42
#####

I am opposed to this pilot project as it does not advance the Accessible City Strategy's commitment that 'In upgrading and/or making changes to [Vincent's] roads, pedestrian infrastructure will be the first focus'.

Rather than making pedestrian infrastructure the first focus, the proposed roundabouts put pedestrians last. The roundabouts will have the legal effect of removing the priority currently given pedestrians at these intersections, and instead requiring pedestrians to give way to all vehicles in all directions. The City has noted that the proposal will only reduce the speed of car vs pedestrian collisions, rather than lessening their likelihood.

The proposed roundabouts incorporate a low 'mountable' central island in order to allow long vehicles to pass. The island will thus not present an obstacle to large 4WDs and utes which are now quite common in the City. Drivers of such 4WDs and utes are likely to abuse this and pass straight across the roundabout without slowing down. At the same time, narrower cars and motorbikes would be able to 'straight line' through the roundabout at speed without touching the island. These two issues create a considerable risk to pedestrians who would expect all vehicles to slow down as they approach.

Roundabouts are over-represented in cyclist injury crashes. As such, they are acknowledged by Main Roads as being inappropriate for high-cycling areas. It is therefore concerning that roundabouts are proposed for the City's own planned cycling routes along Ethel Street, Raglan Road, and Norfolk Street.

If the City is intent on proceeding with this proposal, it should incorporate zebra crossings across all legs of all the proposed roundabouts. Contrary to the City's assertions, zebra crossings are feasible at mini-roundabouts and implementations do exist with minimal signage 'clutter'. One example exists in Fremantle at the intersection of Queen Street and Adelaide Street, and the attachment shows another example where zebra crossings fit in despite the small size of the central island. Such a treatment would show that the City is considering pedestrians in its road projects and would further the Accessible City Strategy's aim to put pedestrian infrastructure first.

Thank you for the opportunity to comment on the proposal."

Engagement HQ Response 43
#####

I support the Mini Roundabouts Project provided:

1. There is no reduction in street parking
 2. Signage and other visual impact to the street scape is minimal
- I also support reducing the speed limit to 40km/hr."

Engagement HQ Response 44
#####

1. fatal and serious injury crashes on local roads"" are not there same as numerous low grade traffic incidents between 2014 -2019.
2. If ""numerous low grade traffic incidents between 2014 -2019"" are to be cited and used in support of this project it appears to be necessary to (a) define what an incident is because accident and incident are not synonymous (b) quantify the number that constitutes ""numerous"" (c) identify the source of these statistics (d) the area in which the incidents occurred. In short the project should be supported by evidence based logic not assertion coupled to use of the area as a test site.
3. It is noted the ""mini roundabouts"" pilot is based on research Monash University using crash data -accident not incident- without identifying location or providing any material suggesting similarity between the research sites and inner city Vincent streets.
4. That the project is fully funded by the Road Safety Commission should, in itself, NOT persuade Vincent to participate.
4. Possible reduction in speed limit to 40kmh. It is noted that Main Roads it would consider during the pilot program reducing the speed limit to 40kmh. While this may be supported by some councillors and staff as personal views the GHD report did NOT provide statistical evidence to support the proposition that a 40kph speed limit results in less accidents.
5. Vincent should be guided by the feedback provided by consultation. It should not mindlessly accept Main Roads money and accept it is providing value to all residents at the cost of those in the pilot program area.
6. A reality check for Vincent should be ""would be running this pilot scheme if we had to pay for it?""

Engagement HQ Response 45
#####

I don't support this Project as installing mini roundabouts on local roads is only about improving car movement, particularly higher speed through a roundabout, and not having to stop, give way or be aware of other more vulnerable users of the street. The safety and security of movement for pedestrians and cyclists will be severely compromised where they have to negotiate movement across the street intersection where there is a mini roundabout. The car has priority in the Program and the pedestrian/cyclist is downgraded - please do not implement this Main Roads program in our traditional neighbourhood streets and, instead, consider other safety measures such as reducing the street curb radii (about reducing car speed and raising awareness of others in the street), adding more street trees and improving upon the quality of footpath surfaces.

Engagement HQ Response 46
#####

I support initiatives to reduce traffic speeds in this area, however I am a bit concerned about comments I have seen from cycling groups saying that these pose a danger to cyclists because of forcing traffic into a narrower stream. I am not sure a roundabout is required at every intersection in order to achieve traffic calming. One every two blocks should be sufficient to induce motorists to slow down, while posing less of a nuisance to cyclists. I would suggest roundabouts at the following four intersections: Grosvenor & Ethel, Grosvenor & Hyde, Raglan & Norfolk, Chelmsford & Norfolk. Four roundabouts would cost less than nine, which might allow more to be spent on each one, for example making them larger with a planting in the centre, similar to the existing roundabout at the intersection of Norfolk and Forrest streets."

Engagement HQ Response 47
#####

Not a good idea at all.
I STRONGLY suggest a roundabout be at cnr Auckland and Haynes Street, North Perth.
A very, VERY dangerous cross road.
Thank you."

Engagement HQ Response 48
#####

I do not support this as it only addresses car safety and does nothing to improve pedestrian or cyclist safety, it is inconsistent with the future plan to make Norfolk Street a Safe, Active Street and it will increase the travelling speed of cars as their movement through intersections is made easier, to the detriment of all other road and footpath users. The indicative image shows NO pedestrian crossings marked. Also NO provision for landscaping. I am also annoyed that the crash data has not been provided. I walk and cycle through this area frequently.

Engagement HQ Response 49
#####

I use the streets probably five times a week either riding walking by myself or with my young daughter.
There has been no evidence provided as to why roundabouts are needed here. My own research indicates that the number of crashes at the nine intersections is very low with approximately 5 over the past 5 years. That is, 1 per year - or roughly 0.1 crashes per intersection per year.
Streets in the project area have high levels of pedestrian and bike rider usage. For example Norfolk Street is a key route for local residents and visitors to access Hyde Park, and Norfolk Street is similarly a local bike route and therefore has a high number of bike riders. Active transport users include older people, and young people walking or riding to the primary and secondary schools in the City. These members of the community are the most vulnerable road users and every effort should be made to ensure their safety.
This proposal increases their risk of physical harm when using the streets.
Pedestrians have no right of way at a roundabout, and will have to give way to vehicles. Recognising the safety issue to pedestrians, the RACWA recommends that pedestrians do not cross a street at a roundabout.
In relation to bike riders, there is documented evidence and research that demonstrates that roundabouts to high rates of injury to bike rider through collisions with vehicles.
The very purpose of roundabouts is to facilitate the continuous movement of vehicles. As such this proposal will have the effect of increasing the overall speed of vehicles in the project area. By making the streets easier to use, it will also likely increase the volume of vehicles using the streets in the project area.
The proposal is in conflict with the City's own transport strategy which places the needs and safety of active transport users at the top of the road transport hierarchy. It is also at odds with the safe active street proposed in this area. Roundabouts are actively discouraged on SAS due to the danger they pose for bike riders and pedestrians.
The Austroads report, "Bicycle safety at roundabouts" is relevant.
<https://austroads.com.au/latest-news/better-understanding-bicycle-safety-at-roundabouts>
This report highlights the vital importance of making sure that vehicles enter a roundabout at a slow speed 20-30kph. They recommend traffic calming measures before the intersection to slow down drivers - speed humps or plateaus. (Page 148, section 4).
The North Perth will not achieve slow speeds, and in fact, the type of roundabout being proposed will make it easier to travel through the intersection at high speed as there is little horizontal displacement for drivers to negotiate and navigate. This will particularly be the case for larger vehicles - which are of course more dangerous and potentially deadly to vulnerable road users.
I urge the city to drop this proposal. The danger that it will pose to active transport users is too high and may in fact result in serious injury or the death of vulnerable road users.
In the unfortunate instance that the proposal goes ahead - at a minimum the speed limit should immediately be lowered to 30 kph in the area. There also needs to be traffic calming measures introduced so that drivers travel at the posted speed limit. At a minimum, this should include raised plateaus across all legs of the intersections, and for zebra crossings to be painted on these plateaus so that pedestrians are given priority over vehicles at the intersection."

Engagement HQ Response 50
#####

It does not make sense to pick an area that is proposed to become a Safe Active Street, assuming that the SAS treatment will happen next financial year - it is not a valid trial if the two happen at the same time.
It does not make sense to pick an area with low accident statistics - only 5 at intersections in the 2015-2019 period. Even the 2016-2020 statistics show that 6 of the 7 intersection accidents are on Norfolk Street, which is due to become a SAS.
Are you saying that mini roundabouts are an acceptable treatment on a SAS?
I think you should have chosen a better area to do the test."

Engagement HQ Response 51
#####

I don't feel that these areas require mini roundabouts. It would be worthwhile if the council provided the number of low grade traffic incident so that it would provide and inform anyone commenting on this proposal with an informed view.
The city has steadily over the last 10-15 years placed many speed humps and reduced the ability to turn left or right from some of the surrounding streets bound by Fitzgerald and William street. This may discourage other road users who do not live in the suburb but it frustrates some local's in particular excessive number of speed humps.
What is the requirement to spend more taxpayer money on these mini roundabouts and what will be the benefits from this exercise. It appears to be a much targeted response for a small number of suburban streets. These mini roundabouts for these locations will achieve very little as the traffic in these streets is low. I sincerely hope the council reconsiders this proposal and not pursue this project.

Engagement HQ Response 52
#####

Community needs to be properly consulted. All positive and negative impacts need to be clearly communicated. Along with case examples where this has been implemented before.

Australasian Transport Research Forum 2017 Proceedings
27 – 29 November 2017, Auckland, New Zealand
Publication website: <http://www.atrf.info>

Understanding safety and driver behaviour impacts of mini-roundabouts on local roads

Alexa Delbosc, Rahman Shafi*, Dinith Wanninayake and Joseph Mascaro

¹Monash Institute of Transport Studies, Department of Civil Engineering, 23 College Walk Monash University, Victoria 3800, Australia

*Email for correspondence: rahman.shafi@monash.edu

Abstract

The City of Monash historically had many local four-way intersections controlled by 'Stop' and 'Give Way' signs. Since 2004, 43 of these intersections have been replaced by 'mini-roundabouts', small, fully mountable roundabouts. This study uses a variety of methods to analyse the impact of mini-roundabouts on road safety and driver behaviour. It does this through analysing crash records three years before and after 40 mini-roundabouts were installed. It also incorporates a case study of two adjacent mini-roundabouts installed in 2016. Observations of driver behaviour were recorded and a questionnaire survey was also conducted to assess community acceptance. Significant road safety benefits were recorded. Crashes reduced 78.9% with serious crashes reducing from 6 to 0. Fewer vehicles exceeded the speed limit after the introduction of new mini-roundabouts, and more motorists complied to giving way than in the traditional give-way system. Surveys suggested the number of conflict and avoidance manoeuvres declined as well. The lower speed and nature of mini-roundabouts meant that crashes, if they were to occur, would be 'safer'. The improvements were also supported by residents of area, with respondents feeling safer driving and walking at the intersection than before. In the context of improved driver behaviour and safety, mini-roundabouts have changed the landscape of local roads in the City of Monash.

1. Introduction

Roundabouts have long been recognised as a safe and efficient form of traffic control as they reduce conflict points, increase the visibility of the intersection and provide greater clarity of traffic priority (Austroads 2013). Historically, local four-way intersections in the City of Monash, Victoria, Australia employed give way signs and stop signs to assign priority. However, the number of crashes occurring in these local streets continued to be a concerning issue. Traditional roundabouts were not an option at many of these intersections as they carried high volumes of heavy vehicles.

As a response, beginning in 2004 the council progressively installed over 40 'mini-roundabouts'. Mini-roundabouts are small, flushed or raised (up to 6mm) fully mountable roundabouts that can be traversed by larger vehicles. Their use in Australasia is still relatively new and it may be questioned whether a mini-roundabout can provide the same safety benefits of a traditional roundabout.

The aim of this paper is to assess the impacts of mini-roundabouts on driver behaviour and road safety on local roads in the City of Monash. There are two major components of the study. A crash analysis was conducted for all mini-roundabout locations in the City of Monash to assess the overall road safety impacts. This was followed by a case study examining the impacts of installing two adjacent mini-roundabouts in 2016. The case study assessed the potential change in vehicle volumes, speeds, driver behaviour and also community attitudes.

The next section reviews the existing literature on mini-roundabouts and describes the case study area. We then outline the methodology used in the crash analysis and before-and-after case study. The results of these studies demonstrate the road safety benefits and the driver behaviour changes associated with implementing mini-roundabouts. We then discuss the findings in the context of past literature.

2. Literature Review

While roundabouts and other circular junctions have been incorporated even in Gregorian architecture as early as the 18th century such as the Circus in Bath, U.K. (visitBath.co.uk 2016), mini-roundabouts did not appear until 1969 (Peterborough Telegraph 2008). They employ either a flush or raised (up to 6mm) central domed island (Austroads 2013). The central island is typically 1m-4m in diameter, and can either be painted or consist of a traversable pad allowing for larger vehicles such as buses or trucks to drive over (see Figure 1). It is sometimes referred to as a 'humpabout'.

The cost of retrofitting an existing intersection with a mini-roundabout is far lower than a traditional roundabout due to its reduced footprint (Austroads 2015). It is particularly suited to physically constrained locations (Rice 2010).

ATRF 2017 Proceedings

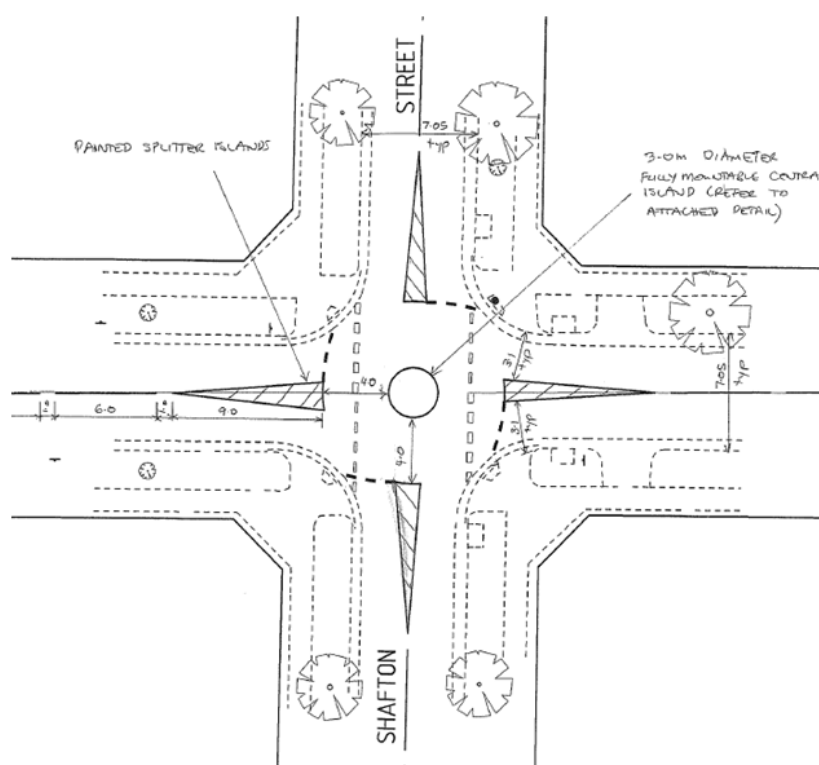


Figure 1 Plan drawing of mini-roundabout (Source: Tillotson 2015)

2.1. Existing Studies: Safety Benefits

Research has been previously conducted on the safety benefits of mini roundabouts and found that the severity and number of crashes is lower compared to those at signalised intersections. The conversion of 13 unsignalised intersections to mini-roundabouts in Germany found a 29% reduction in crash rate (Brilon 2011).

In the Australian context, a study in South Australia found a 62% drop in 85th percentile speeds through intersections with mini-roundabouts (Zito and Taylor 1996). Mini-roundabouts help reduce vehicle approach speeds. This, combined with lower impact angles due to the nature of mini-roundabouts, lead to lower impact energies in the event of a crash – leading to “safer” crashes if they do occur (Candappa 2015). Overall it appears that mini roundabouts reduce injury crashes by an average of 30% (Austroads 2013).

Less is known about *how* mini-roundabouts result in road safety improvement. As a traffic calming device, it is interesting that an object that requires little to no physical deviation can have such a significant impact on road safety. This is likely due, in part, to the sharing of responsibility at a roundabout compared to a give-way intersection.

At an intersection with a give-way system the motorists assuming right of way maintains their travel speed, providing less time to react to unexpected situations (such as another motorist failing to give way), (Summala and Rasanen 2000). In contrast, motorists at the minor intersection must process dynamic and static objects in both directions in the perpendicular road. Focusing on “too many objects” can lead to inattentiveness (Miller 2015), while trying to analyse so many dynamic events lead to poorer decisions and longer decision-making times (Dalton and Fraenkel 2012).

ATRF 2017 Proceedings

When compared to the give-way system, a roundabout requires drivers to share responsibilities, allowing for better and safer decision-making at intersections. This is mostly because motorists from all four directions must give way to traffic coming from one direction only, allowing for drivers to make decisions based on a smaller field of view (Dalton and Fraenkel 2012).

Although most of these studies analysed regular roundabouts, the Federal Highway Administration in the United States (Rice 2010) suggests that these benefits also occur for mini-roundabouts.

2.2. Mini-roundabouts: Limitations

For all their benefits, mini-roundabouts share the same disadvantages as traditional roundabouts. The primary concern is for vulnerable road users – pedestrians and cyclists. There are conflicting results on the impact of mini-roundabout on cyclist crashes (Austroads 2013). Mini-roundabouts should not be placed at intersections with known large pedestrian volumes, while cyclists are considered “just as vulnerable” on roundabouts as any other cross-road system (Bode and Maunsell 2006). The same study also argues the case that mini-roundabouts have no effect on drunk and reckless drivers because of a lack of a physical barrier. However, these problems are no different than other intersection treatments, notably the Give Way and All-Way Stop systems (Waddell and Albertson 2005).

3. City of Monash Mini-Roundabouts

The City of Monash’s experiment with mini-roundabouts began in 2004 with Shafton Street, a road with direct access to a major arterial (Princes Highway) which has eleven intersections (see Figure 2). The road used to operate with the Give-Way system. There were complaints about speeding traffic and vehicles failing to give way, and since all the priority was given to Shafton Street, it is likely that vehicles approaching from minor roads faced delays.



Figure 2 Mini-roundabout locations in the City of Monash

Since implementing mini-roundabouts on Shafton Street, the reduction in crashes was significant – dropping from 14 crashes in 10 years prior to construction to 2 crashes 8-9 years after construction. It encouraged the City of Monash to further implement them across the council. The most recent installation, on Connam Avenue, was completed in 2016.

4. Methodology

This project was conducted as part of a final-year undergraduate research project. It is made up of two components:

- Analysis of crash records for all mini-roundabouts installed between 2004 and 2014
- A 'before and after' assessment of two case study mini-roundabouts installed in 2016

4.1. Crash Records Analysis

All crashes at mini-roundabouts installed in the City of Monash between 2004 and 2014 were identified and analysed (40 roundabouts). The analysis focussed on crashes occurring within 3 years before and after installing a roundabout.

Two main data sources were used:

- CrashStats data extract, to identify all crashes since 2006.
 - The database included over 150,000 crashes and contained information such as accident details, people and/or vehicle(s) involved, weather and road conditions etc.
- PDF Extracts of Road Crash Statistics, to identify crashes before 2006.
 - The information provided for each crash involved time, location, traffic control, atmospheric conditions and details of injuries amongst other records.

An initial total of 101 crashes occurred near a mini-roundabout in the City of Monash. Of these, 23 occurred within 3 years before or after the installation of a mini-roundabout. Using the database information, the type of each crash was established using the DCA (Definitions for Classifying Accidents) code. The crash severity was also noted.

4.2. Before and After Case Study

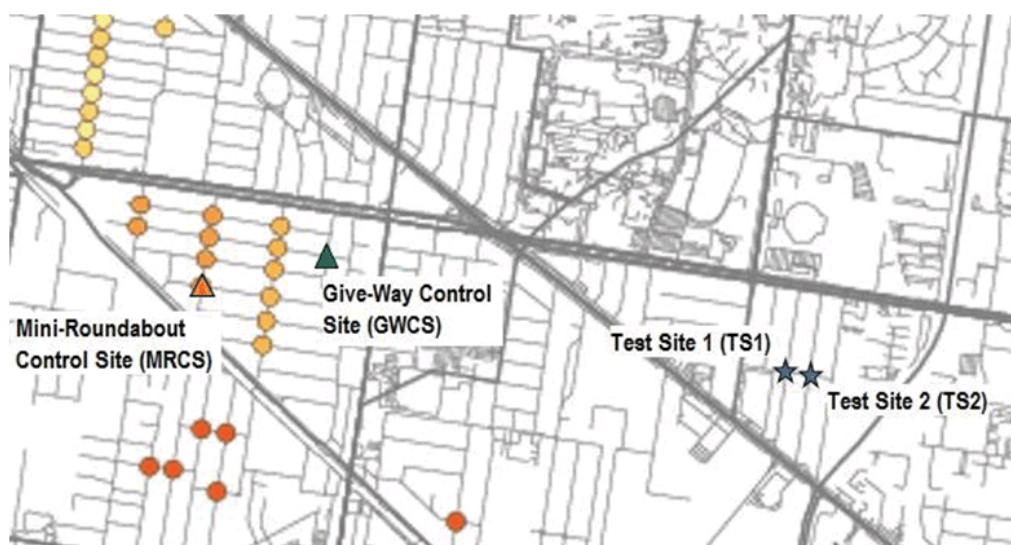
An in-depth analysis was conducted at a case study location where two mini-roundabouts were installed in 2016 along Connam Avenue (see Figure 3). Mini-roundabouts were installed in adjacent intersections in August of 2016.

Two control sites were also selected for comparison: one that was controlled by a mini-roundabout installed in 2008 and one that was controlled by 'give way' signs. These sites were selected for their similar traffic volumes, geometric characteristics and proximity to the test sites.

To summarise, the four sites were:

- Test Site 1 (TS1): Connam Avenue and Cambro Rd intersection
- Test Site 2 (TS2): Connam Avenue and Renver Rd intersection
- Give-Way Control Site (GWCS): Banksia Street x Manton Road
- Mini-Roundabout Control Site (MRCS): Colin Rd x Margaret St

ATRF 2017 Proceedings



Note: Circles represent mini-roundabouts installed before 2016

Figure 3 Case study test and control sites

The impacts of the new mini-roundabouts were studied from several perspectives. Three key tasks were accomplished for this component of the study.

4.2.1. Volume and Speed Surveys

The City of Monash Council provided tube count surveys of vehicle volumes and speeds adjacent to the test sites before and after installation of the mini-roundabouts in 2016.

4.2.2. Driver Behaviour Field Surveys

Driver behaviour was observed using field surveys conducted in the May-July and September-October periods of 2016. Most surveys were conducted for 30 minutes each, some more and some less depending on the traffic volume and judgement on the surveyor's part regarding data adequacy (see Appendix).

The results presented in this paper focus on motorist behaviour. Initially, pedestrian and cyclists behaviour was also going to be observed but an insufficient number of pedestrians and cyclists were observed during the surveys. The following information was recorded for each vehicle that approached the intersection:

- Give Way (GW): A vehicle was classified as giving way if they slowed down or came to a full stop when approaching an intersection.
- Assumed Right of Way (ROW): A vehicle was classified as assuming ROW if they failed to slow down while approaching an intersection, regardless of the presence or absence of other dynamic objects on the street
- Encroachment: This is used to observe physical compliance to a mini-roundabout. A light vehicle was classified as 'encroaching' if the vehicle tyres crossed over the painted area of the mini-roundabout. It was classified as 'complying' if it fully deviated around the mini-roundabout. Larger light vehicles (e.g. anything larger than a family SUV) were classified as 'complying' if they clearly deviated in the lane. Note that heavy vehicles (buses, trucks) were always classified as 'complying' as mini-roundabouts are designed to be mountable for these vehicles.

ATRF 2017 Proceedings

- Avoidance manoeuvre: Avoidance has been defined as any gentle unintended/unnecessary turning manoeuvre or slowing down due to the presence of others.
- Conflict: Conflict has been defined as rapid deceleration or sudden change in direction or both due to the presence of others.

4.2.3. Residential Questionnaire

Further to the observations made in traffic count surveys, residential surveys were carried out following the construction of the mini-roundabouts on Connam Avenue. The aim of the survey was to judge community opinion and acceptance of the mini-roundabouts.

Pedestrians and residents of households adjacent to the test sites were approached and asked to participate. They could fill out their own survey or answer as the questions were read out. The survey was kept deliberately short (9 questions).

5. Results and Analysis

5.1. Crash Records Results

In total, 19 crashes occurred three years before the installation of any of the 40 mini-roundabouts within the City of Monash; within three years after installation this dropped to 4 crashed (78.9% reduction).

Table 1 provides a breakdown of the types of crashes occurring before and after a mini-roundabout was installed. The most common crash type before installation was 'cross traffic' and 'right far'; both of these can result in fairly severe crashes due to the angle of incidence. These crash types virtually disappeared post-implementation with only 1 cross-traffic crash recorded.

Table 1 Crash types before and after mini-roundabouts installed

DCA Code	Crash Type	Before	After
107	Driveway	0	1
110	Cross Traffic	15	1
111	Right Far	2	0
120	Head on (Not overtaking)	1	0
160	Parked	1	0
173	Right off carriageway into object – parked vehicle	0	1
199	No information available	0	1

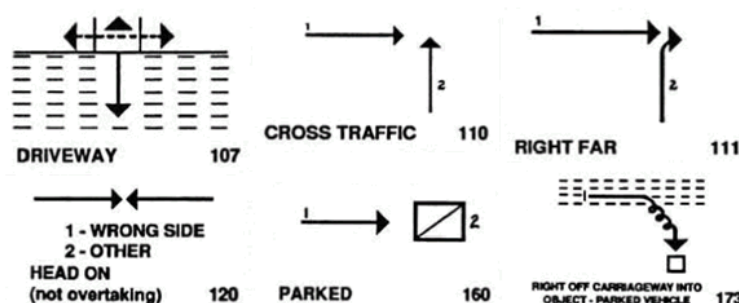


Figure 4 Relevant DCA crash diagrams (Source: VicRoads)

ATRF 2017 Proceedings

Echoing these findings, the severity of crashes reduced significantly. No fatal crashes were recorded, but 6 serious crashes occurred within 3 years before installation whereas no serious crashes have occurred within 3 years of implementing a mini-roundabout. 'Other' injury crashes reduced 69.2% from 13 to 4.

Table 2 Crash severity before and after mini-roundabouts installed

Severity	Before Frequency	After	Difference
Serious	6	0	100%
Other	13	4	69.2%

5.2. Before and After Case Study Results

The CrashStats analysis suggests that the mini-roundabouts have significantly reduced cross-traffic crashes. This section examines the influence of mini-roundabouts on driver behaviour which may be contributing to these results.

5.2.1. Volume and Speed Surveys

The tube count data provided by the City of Monash helped determined average vehicle approach speeds at the intersection and how many heavy vehicles approached the intersection at the time of recording.

The tube counts were analysed to see changes in speed (if any) brought by the mini-roundabout (see Table 3). The volume of vehicles dropped slightly but the 85th percentile speeds and average speeds did not reduce significantly. However the proportion of speeding vehicles saw a significant drop from 5.4% to 3.4%.

Table 3 Vehicle volume and speed on Connam Avenue (weekday data)

	Connam Avenue	
	Before (May 2016)	After (October 2016)
85 th Percentile Speed	44 km/h	43 km/h
Average Speed	39.3 km/h	38.5 km/h
Vehicles > speed limit	5.4 %	3.4 %
Vehicles > limit by 10 km/h	0.80 %	0.28 %
Average Weekday Volume	890 veh	800 veh
Volume% = Heavy Vehicles	13.48 %	17.24 %

Note: Speed limit is 50kph

5.2.2. Driver Behaviour Field Surveys

Driver behaviour was examined for the two Test Sites (Connam Avenue) and the two Control Sites (Give-Way Control Site and Mini-Roundabout Control Site). Analysis will include:

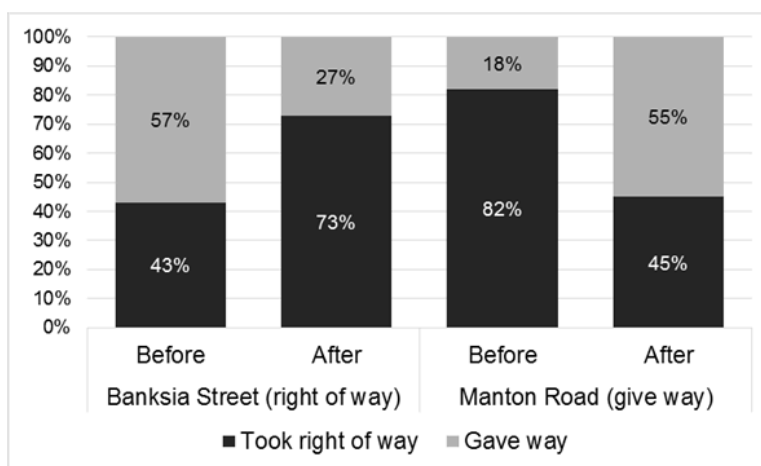
- Give-way (GW) versus right of way (ROW) behaviour
- Vehicle encroachment on the mini-roundabouts
- Avoidance and conflict behaviour

5.2.3. Control Sites Give Way Behaviour

ATRF 2017 Proceedings

Banksia Street was the designated major road at the GWCS, and vehicles on this road have the Right of Way according to the Give Way system. Motorists from Manton Road are supposed to Give Way according to the system in place. The data collected for these streets are presented in Note: No change in road configuration took place 'before' and 'after' at this control site

Figure 5 below.

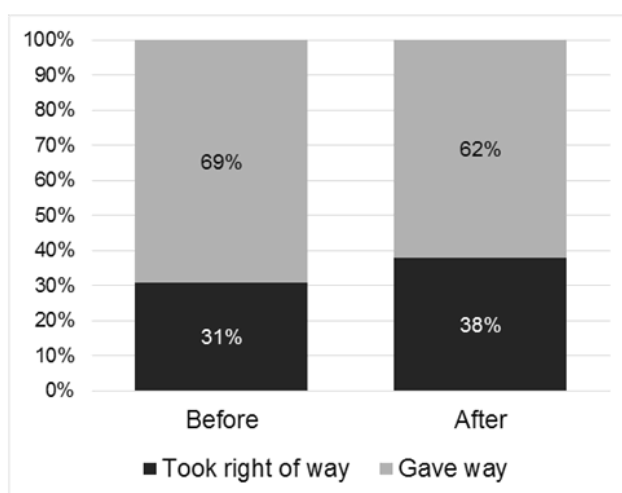


Note: No change in road configuration took place 'before' and 'after' at this control site

Figure 5 Give Way Control Site (GWCS) change in give-way behaviour

The ambiguity at Give Way signs discussed earlier in the literature review is clearly present in the data. Although drivers on Banksia Street have right of way, between 27% and 57% of drivers gave way. Even more interesting is that between 45% and 82% of drivers on the minor road (Manton Road) showed no signs of giving way. Also, surveys on different days tended to yield different results, with no apparent logical explanation.

The mini-roundabout at the Colin Road and Margaret Street intersection yielded better driver behaviour when compared to the Give-Way Control Site, as presented in Figure 6 below. The graph includes motorists approaching from both directions. Over 60% of motorists gave way at this site, far higher than at the GWCS.

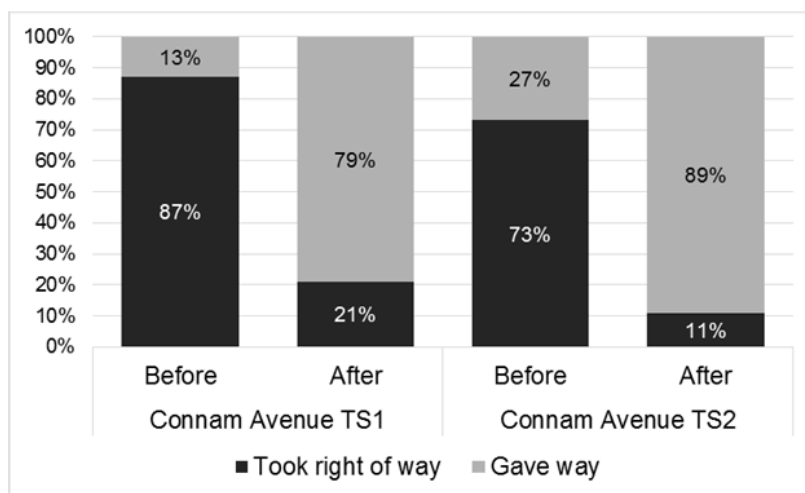


Note: No change in road configuration took place 'before' and 'after' at this control site

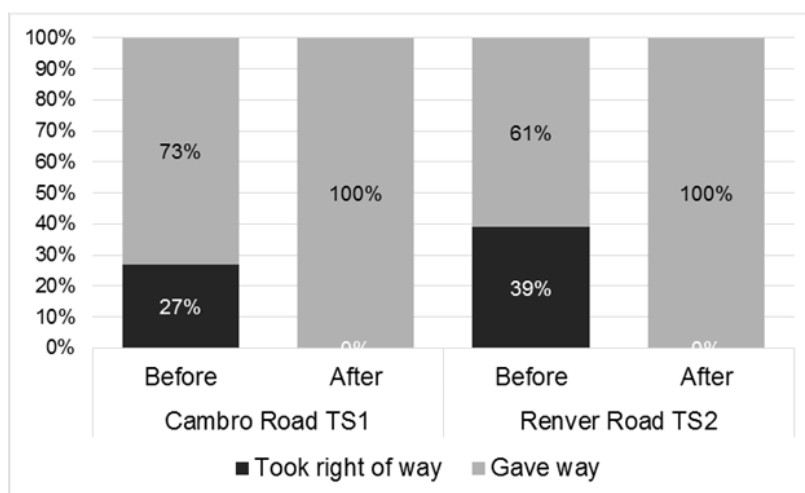
ATRF 2017 Proceedings

Figure 6 Mini Roundabout Control Site (MRCS) change in give-way behaviour**5.2.4. Test Sites Give Way Behaviour**

Connam Avenue was initially the major road prior to the construction of the mini-roundabout and runs through both test sites. Figure 7 shows that before the mini-roundabouts were installed, the majority of motorists took right of way (73% to 87%). After the installation, the majority of motorists gave way – even to a greater degree than the Mini Roundabout Control Site (Figure 6).

**Figure 7 Connam Avenue Test Site change in give-way behaviour**

Similarly, motorist behaviour at the minor approaches to the test sites also improved. Figure 8 shows that before the mini-roundabouts, 27% to 39% of motorists did not slow to give way; this dropped to 0%.

**Figure 8 Minor Approach Test Site change in give-way behaviour**

The figures can be used to observe how mini-roundabouts better enforce drivers to share responsibilities, as shown by the increasing number of vehicles giving way.

5.2.5. Encroachment, Avoidance and Conflict Behaviour

ATRF 2017 Proceedings

Driver encroachment was compared between the MRCS and the Test Sites (Figure 9). In the control site (which was installed in 2008), the majority of drivers at least partially encroached on the mini-roundabout (61%). In contrast, the majority of drivers at the test site complied and did not drive over the new mini-roundabouts.

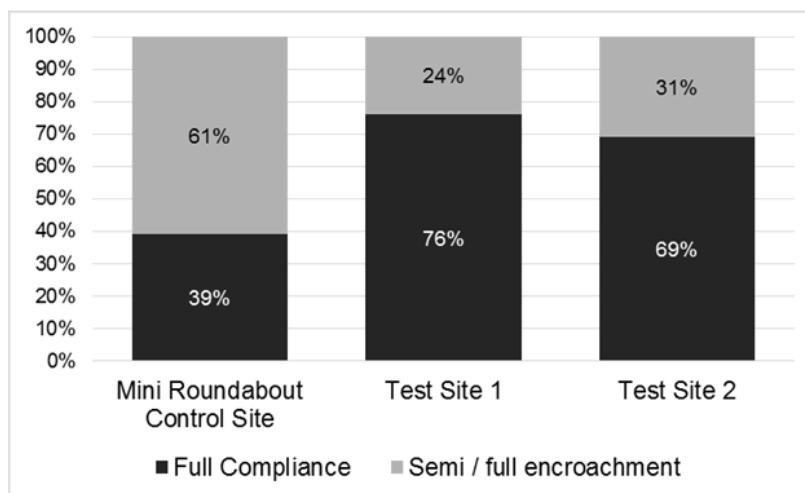


Figure 9 Driver encroachment over mini-roundabouts

Avoidance and conflict manoeuvres were recorded at all sites as defined earlier, and is presented in Table 4.

Table 4 Avoidance or Conflict manoeuvres before and after mini-roundabout construction

Site	Before				After			
	Vehicles	Avoidance Manoeuvres	Conflicts Observed	Combined (%)	Vehicles	Avoidance Manoeuvres	Conflicts Observed	Combined (%)
GWCS	80	1	1	2.50	98	0	1	1.02
MRCS	89	2	0	2.25	85	1	1	2.35
TS1	157	2	1	1.91	152	0	2	1.32
TS2	114	3	0	2.63	147	0	0	0.00

The before and after comparison for the test sites shows a decrease in avoidance and conflicts as expected from literature. While MRCS shows similar before and after rates, GWCS shows a significant reduction. It could be because of the higher volumes which encouraged motorists to drive safer.

Lower combined avoidance and conflict manoeuvres were observed at both test sites after construction, although they could not be determined as statistically significant. Chi-squared tests suggest it was because of the construction of mini-roundabouts and hence, it was statistically significant. Avoidance manoeuvres themselves were significantly reduced, while the statistical significance of conflict manoeuvres could not be determined due to the limited data collected.

There were more recorded conflicts observed after construction at TS1. Observations from the "after" data suggests both the conflicts were because of the mini-roundabout. One was a pedestrian waiting to cross by standing on the mini-roundabout, while the second was a car performing a U-turn at the mini-roundabout leading to the vehicle following to perform a hard

ATRF 2017 Proceedings

stop, neither of which was likely prior to construction due to the nature of the intersection control.

5.3. Residential Questionnaire Results

In total, 32 surveys were completed; 16 were pedestrians, 16 were residents of nearby properties and 1 was an employee at a local shop. The results are presented Figure 10.

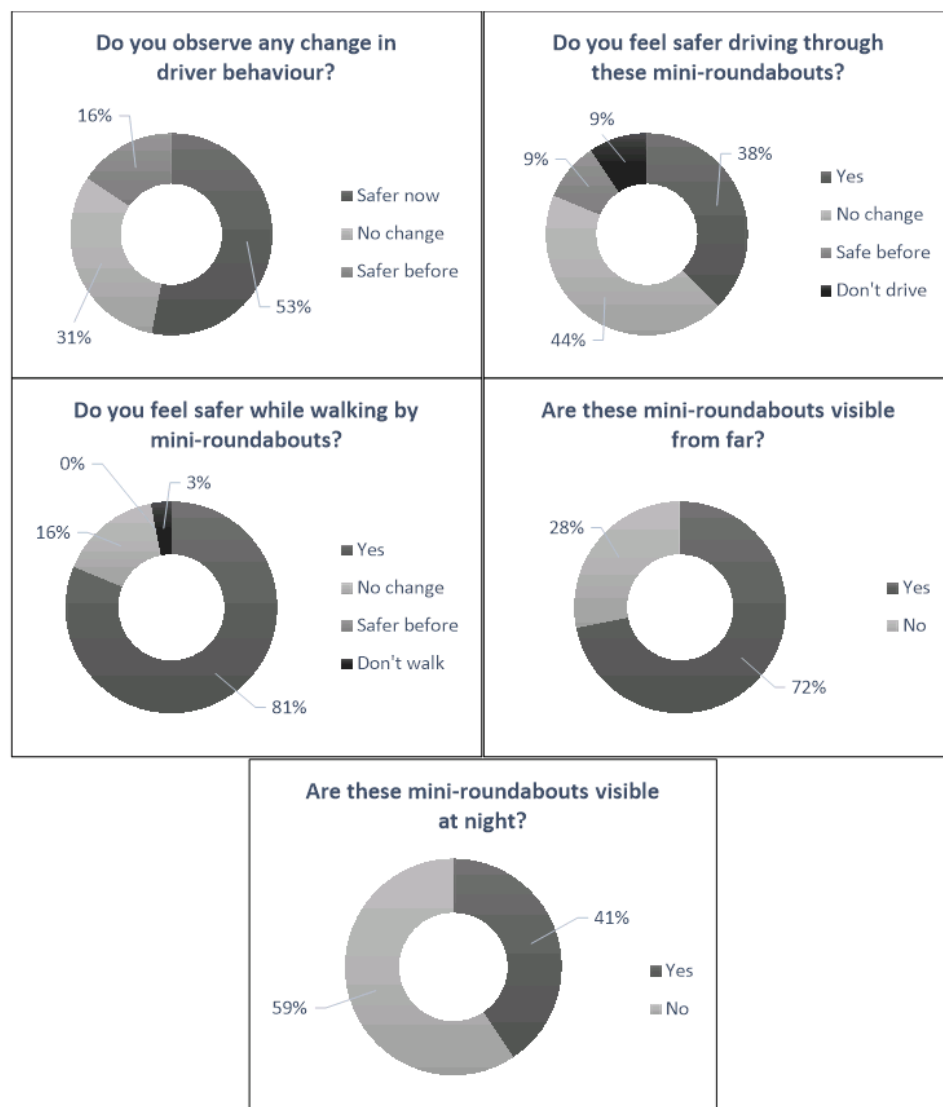


Figure 10 Residential Questionnaire Responses

Community sentiment for the mini-roundabouts is generally positive. Mini-roundabouts seem to bring two major benefits according to the respondents – safety for pedestrians and visibility from a distance. None of respondents thought that the Give Way system was safer than mini-roundabouts. The first is important to know because very few pedestrians were observed crossing the intersections. Furthermore the benefits of mini-roundabouts to vulnerable road

ATRF 2017 Proceedings

users such as pedestrians and cyclists is still an open question. Interestingly, visibility at night seems to be questionable, possibly due to lack of a physical presence.

6. Discussion

Overall this study confirmed many findings from previous research into mini-roundabouts.

6.1. Crash Rates and Reduction

The road safety benefits were significant, reducing crashes by 78.9% in the three-year window before and after implementation. More significantly, serious crashes reduced from 6 to none, most likely due to the significant reduction in cross-traffic crashes (DCA code 110). This was significantly higher than the overall estimate of 30% reduction from Austroads (2013). This could be due in part to two characteristics of local roads in the City of Monash. First, some local roads have significant movements of heavy vehicles due to industrial land uses. Second, some of the first roads targeted for mini-roundabouts were particularly long, straight sections of a historic grid-based network (see Figure 1) which encouraged high travel speeds.

The case study surveys of driver behaviour unpacked some of the reasons for the decrease in crashes. Survey data found that significantly more vehicles give way on a mini-roundabout than the Give Way system. This holds particularly true when considering the Give-way control site. On Manton Rd (Give-way road), only 37% of motorists gave way which was actually *lower* than on Banksia Street (Right of Way road, 39% gave way).

6.2. Residential Questionnaires

Residential questionnaires found that members of the community felt quite positive about the mini-roundabouts. In particular they felt that drivers were being safer and that they felt safer walking near them than before.

6.3. Familiarity with the new mini-roundabouts

There is some evidence that the new mini-roundabouts are treated differently to older roundabouts, most likely because they are still a novelty to residents. For example, a higher proportion of motorists fully complied with the test site mini-roundabouts, compared to the control site where encroachment was much more common.

Similarly, a common observation in locations with no mini-roundabout was vehicles performing mid-block U-turns, something which mini-roundabouts now enable motorists to do safely. However, one observed conflict was a car performing a U-turn on the roundabout leading to another vehicle coming to a hard brake. But this could be simply because motorists are still familiarizing themselves with the mini-roundabout. The second conflict recorded post-construction involved a pedestrian standing on the mini-roundabout while crossing the street. However, whether such incidences are common occurrences remains debatable, especially since no such observations were made at the Mini Roundabout Control Site. Familiarity, therefore, is likely to play a key role in a motorist's decision making at an intersection.

This issue is probably the biggest limitation of this study. Due the timeframe of the study project and construction of the mini-roundabouts, the surveys were conducted soon after construction, which results in data suggesting exceptional driver behaviour. A longer time frame for data collection would confirm whether this was the case.

7. Conclusion

The study findings suggest that mini-roundabouts are an effective (and cost-efficient) method to control the right of way in four-way intersections on local roads. They may be particularly appropriate in locations with significant bus or heavy vehicle traffic, or in grid-based local road networks.

ATRF 2017 Proceedings

However it should be noted that very few pedestrians or cyclists were observed during the survey. Although the resident survey suggested that people felt safer walking around mini-roundabouts, further research is clearly needed. In particular, mini-roundabouts may not be appropriate in areas with high cyclist movements on local roads.

7. References

Austroroads, 2013, Improving the performance of safe system infrastructure: stage 1 interim report, AP-T256-13, Austroroads, Sydney, NSW.

Austroroads, 2015, Improving the Performance of Safe System Infrastructure: Final Report, AP-R498-15, Austroroads, Sydney, NSW.

Bode, C & Maunsell, F, 2006, Mini-roundabouts – Enabling Good Practice. Paper presented at the European Transport Conference, Strasbourg, France.

Brilon, W, 2011, 'Studies on roundabouts in Germany: lessons learned', International roundabout conference, 3rd, Carmel, Indiana, May 2011, Transportation Research Board, Washington, DC, USA.

Candappa, N, 2015, Local road mountable roundabouts – are there safety benefits? Australasian Road Safety Conference, 2015.

Dalton, P, & Fraenkel, N, 2012, Gorillas we have missed: Sustained inattention deafness for dynamic events. *Cognition*, 124(3), 367-372.

Mulligan, J, 2015, January 21, Multi-tasking and technology - Professor Earl Miller [interview]. Massachusetts. Available:

<http://www.radionz.co.nz/national/programmes/afternoons/audio/20164190/multi-tasking-and-technology-professor-earl-miller>

Peterborough Telegraph, 2008, End of the road for 'world's first mini-roundabout'. Available online: <http://www.peterboroughtoday.co.uk/news/environment/end-of-the-road-for-world-s-first-mini-roundabout-1-97520>

Rice, E, 2010, Technical Summary: Mini-Roundabouts. United States: Department for Transport. Available online: <http://safety.fhwa.dot.gov/intersection/innovative/roundabouts/fhwasa10007/>

Summala, H & Rasanen, M 2000, Top-Down and Bottom-Up Processes in Driver Behavior at Roundabouts and Crossroads. *Transportation Human Factors*, 2(1), 30-35.

Tillotson, T, 2015, Mini-Roundabouts. Improving Safety at Cross-Roads. Paper presented at IPWEA Vic Public Works Conference

Visit Bath, 2016, The Circus. Available online: <http://visitbath.co.uk/things-to-do/the-circus-p56201>

Waddell, E and Albertson, J 2005, 'The Dimondale mini: America's first mini-roundabout', International Conference on Roundabouts, 2005, Vail, Colorado, USA, Transportation Research Board, Washington, DC, USA.

Zito, R & Taylor, MAP 1996, 'Speed profiles and vehicle fuel consumption at LATM devices', Combined 18th ARRB Transport Research Conference and Transit New Zealand Land Transport Symposium, 1996, Christchurch, New Zealand, ARRB Transport Research, Vermont South, Vic., vol.18, no.7, pp. 391-406.

VicRoads 2013 'CrashStats User Guide'. Road Crash Statistics: Victoria, 2013 Edition.

ATRF 2017 Proceedings

8. Appendix

The data presented in this section of the report is already presented in the main report. The tables here are to indicate when the surveys were undertaken, and their duration. Additional data, such as tube count analysis, has not been presented here.

Table A1. GW and ROW for Right of Way Approach (Banksia Street - GWCS)

Date	Duration	ROW	G W	Ratio (RW% - GW%)
9 Jun	20 mins	12	9	57 – 43
11 Jul	20 mins	3	11	21 – 79
9 Sep	20 mins	19	9	68 – 32
4 Oct	35 mins	17	4	81 – 19
Total	95 mins	51	33	61 – 39

Table A2. GW and ROW for Give Way Approach (Manton Road - GWCS)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
9 Jun	20 mins	16	2	89 – 11
11 Jul	20 mins	21	6	78 – 22
9 Sep	20 mins	12	12	50 – 50
4 Oct	35 mins	10	15	40 – 60
Total	95 mins	59	35	63 – 37

Table A3. GW and ROW for mini-roundabout approaches (Colin Rd and Margaret Rd - MRCS)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
3 May	30 mins	24	36	40 – 60
11 Jul	20 mins	4	25	14 – 86
9 Sep	20 mins	11	20	35 – 65
4 Oct	45 mins	21	33	39 – 61
Total	115 mins	60	114	34 – 66

Table A4. Motor Vehicle Encroachment (MRCS)

Date	Compliance	
	Full (%)	Semi/None (%)
3 May	40	60
11 Jul	21	79
9 Sep	52	48
4 Oct	39	61
Average	39	61

Table A5. GW and ROW for Right of Way Approach (Connam Ave - TS1)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	45	6	88 – 12
B 12 Jul	30 mins	28	5	85 – 15
A 2 Sep	30 mins	3	17	15 – 85
A 5 Oct	30 mins	12	39	24 – 76
Total	B 60 mins	73	11	87 – 13
	A 60 mins	15	56	21 – 79

Table A6. GW and ROW for Give Way Approach (Cambro Road - TS1)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	12	33	27 – 73
B 12 Jul	30 mins	8	20	29 – 71
A 2 Sep	30 mins	0	26	0 – 100
A 5 Oct	30 mins	0	55	0 – 100
Total	B 60 mins	20	53	27 – 73
	A 60 mins	0	81	0 – 100

ATRF 2017 Proceedings

Table A7. GW and ROW for (Connam Ave - TS2)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	24	6	80 – 20
B 12 Jul	30 mins	9	6	60 – 40
A 2 Sep	30 mins	2	24	8 – 92
A 5 Oct	30 mins	7	51	12 – 88
Total	B 60 mins	33	12	73 – 27
	A 60 mins	9	75	11 – 89

Table A8. GW and ROW for Give Way Approach (Renver Road - TS2)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	9	39	19 – 81
B 12 Jul	30 mins	18	3	86 – 14
A 2 Sep	30 mins	0	28	0 – 100
A 5 Oct	30 mins	0	35	0 – 100
Total	B 60 mins	27	42	39 – 61
	A 60 mins	0	63	0 – 100

Table A9. Motor Vehicle Encroachment (TS1, TS2) after construction of mini-roundabout

Site	Survey Date	Compliance	
		Full (%)	Semi/None (%)
TS1	2 Sep	63	37
TS1	5 Oct	81	19
TS2	2 Sep	81	19
TS2	5 Oct	62	38
Average		72	28



Table A10. Avoidance and Conflict Data for all sites

Site	"Before"						"After"					
	Set 1			Set 2			Set 1			Set 2		
	V	A	C	V	A	C	V	A	C	V	A	C
GWCS	39	0	1	41	1	0	52	0	0	46	0	1
MRCS	60	0	0	29	2	0	31	0	0	54	1	1
TS1	96	2	1	61	0	0	46	0	2	106	0	0
TS2	78	3	0	36	0	0	54	0	0	93	0	0

Table A11. Avoidance/Conflict percentage before and after

Site	Vehicle Volume		Avoidance/Crash %	
	Before	After	Before	After
GWCS	80	98	2.50	1.02
MRCS	89	85	2.25	2.35
TS1	157	152	1.91	1.32
TS2	114	147	2.63	0

10.2 ADVERTISING OF NEW/AMENDED POLICY - MEMORIALS IN PUBLIC PLACES AND RESERVES (2.1.5)

- Attachments:**
1. **Memorials in Parks and Public Reserves Policy (2.1.5) - February 2010** [↓](#) 
 2. **Memorials in Parks and Public Reserves Policy (2.1.5) - Reviewed and amended April 2021** [↓](#) 

RECOMMENDATION**That Council:**

1. **APPROVES** the reviewed and updated Memorials in Public Places and Reserves Policy (2.1.5) as shown at Attachment 2, for the purpose of public notice.
2. **AUTHORISES** the Chief Executive Officer to provide local public notice of the proposed new policy and invite public comments for a period of at least 21 days; and
3. **NOTES** that at the conclusion of the public notice period any submissions received would be presented to Council for consideration.

PURPOSE OF REPORT:

For Council to approve the proposed amendments to the Memorials in Public Places and Reserves Policy (2.1.5) for public notice

BACKGROUND:

At its 22 August 1997 Meeting, Council adopted the Memorials in Public Places and Reserves Policy (2.1.5).

The policy has not been reviewed since February 2010.

DETAILS:

The findings of the review of Policy 2.1.5 are as follows:

Consideration of Policy Objectives

The Policy does not outline the policy objectives in a simple format. It is proposed the objectives are simplified in order to:

- Ensure the conservation of commemorative memorials within the City; and
- To facilitate a consistent approach to the inclusion of commemorative memorials.

Responsibility of Metropolitan Cemeteries Board

The Policy lacks emphasis on the responsibility of the Metropolitan Cemeteries Board in memorialising deceased persons, and that plaques within City owned or maintained public places and reserves should be considered as a secondary option. It is proposed this information is included within the Policy.

Council's Approval of Applications

Clause 2 (i) requires a report to be submitted to the Council to consider each application for a memorial. It is proposed that a report to Council is only necessary where the applicant disagrees with decision of Administration.

Commemorative Trees or Park Furniture Guidelines

The Policy did not specify whether a plaque is permitted to be erected alongside a commemorative tree. In the interest of public safety and reducing trip, slip and fall hazards, a subclause outlining that plaques are not permitted with a commemorative tree is proposed.

Memorials on Main Roads Controlled Roads

The Policy does not communicate the responsibility of an applicant to apply to Main Roads WA to erect a roadside memorial on Main Roads WA controlled roads. A subclause is proposed under Roadside Memorials to include this information.

Distribution of Ashes

The Policy allows for the distribution of ashes on Council owned and managed property, as set out in clause 5. Given the availability of specialised facilities operated by the Metropolitan Cemeteries Board, it is deemed not appropriate to allow the burial or distribution of ashes of a deceased person on City owned land.

The changes in relation to these findings are highlighted in red and the policy has been drafted into the new City policy template as shown in attachment 2.

CONSULTATION/ADVERTISING:

In accordance with the City's Community Consultation Policy ([Appendix 2](#)), public notice of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre; and
- letters distributed to relevant local businesses and community groups

Public notice of this proposed new policy will be provided from 24 May 2021 subject to Council approval to proceed as recommended.

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to provide public notice of the proposed amended policy.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*, however the ability to opt for a commemorative tree to be planted within a City owned or managed reserve assists in greening and tree canopy increase.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

There is negligible financial impact to the City. All associated costs of memorials shall be covered by the applicant.

COMMENTS:

Administration is proposing these changes to the policy in order to bring it in line with current practices as well as to provide the community with up to date information. It is therefore recommended Council approve the recommended amendments to the Memorials in Public Places and Reserves Policy (2.1.5) for the purpose of public notice.

POLICY NO: 2.1.5**MEMORIALS IN PUBLIC PARKS AND RESERVES****OBJECTIVES**

To provide guidance on the installation of memorials in public parks and reserves (including Roadside Memorials) within the City of Vincent and the criteria to be taken into account in relation to requests received for planting of commemorative trees, erection of memorial plaques and distribution of ashes in public parks and reserves.

POLICY STATEMENT

The City acknowledges the use of memorials as a means of assisting people to grieve for loved ones and to honour the past contributions of deceased persons within their local community.

Notwithstanding the above, it is also recognised that the installation of memorials within public open spaces must be managed in a way so as to maintain local amenity, ensure the safety of residents and minimise maintenance requirements.

It is the City's position that persons be encouraged to install memorials within designated memorial facilities (e.g. cemeteries). However, applications for the installation of suitable memorials, plaques, trees and furniture in public parks and reserves within the City may be considered in accordance with the conditions of this Policy.

1. MEMORIAL PLAQUES

The installation or erection of memorial plaques in parks and reserves is not supported. Persons wishing to commemorate an individual or an organization are encouraged to donate a suitable piece of park furniture (eg park seat, drinking fountain) which may contain a suitable inscription plaque on it or arrange for the planting of a suitable tree.

2. COMMEMORATIVE TREES OR PARK FURNITURE/ITEMS

- (i) Applications for the planting of memorial or commemorative trees park furniture/items in public parks and reserves will be considered on their individual merits. A report will be submitted to the Council and will consider the following criteria:

whether the person or event has:

- (a) made a significant contribution to the development of the City or its community, largely in a voluntary capacity;
- (b) made a significant contribution to the long term betterment or improvement of the City;
- (c) provided extensive or distinguished service to the City or its community;

- (ii) wherever appropriate, the views of adjacent residents or specific community groups be sought prior to Council approval;
- (iii) the tree shall be planted and maintained by the City;
- (iv) the selection of tree species and planting location will be carefully considered in view of the type of reserve, existing species, history of requests or associated activities in that reserve.
- (v) The location of the tree or park furniture shall be at the discretion of the City.
- (vi) The inscription plaque on the furniture/item shall be no larger than 100mm x 100mm and made of brass bronze or other approved material and of such design approved by the City from time to time.
- (vii) The applicant shall be required to meet the cost of the purchasing and/or erection/installation of the donated tree or furniture/item.
- (viii) The City shall reserve the right to remove the furniture/item at any time should it be considered necessary.

3. ROADSIDE MEMORIALS

A Roadside Memorial is a marker that commemorates a site where a person has died, usually as a result of a motor vehicle accident.

The City of Vincent respects the need and benefits for people to erect roadside memorials however, the City must also ensure that the road/verge/reserve environment is safe for all other users.

3.1 A Roadside Memorial may include:

- (a) a white wooden cross (with the deceased's name, details etc.);
- (b) a grey, concrete paver, painted with a white cross; and
- (c) a decal (adhesive label) with a white cross on a black background.

The above may also include flowers (real or artificial), toys and accompanying notes/messages.

3.2 Roadside Memorials may:

- (a) only be installed in Crown Land that is under the care control and management of the City and is reserved for the purposes of recreation, public open space or road reserve; and
- (b) only be installed where there is minimal impact on the local amenity and/or surrounding residents and must not present a risk or hazard to the public.

3.3 The deceased's family/friends are responsible for the ongoing maintenance of their Memorial including, but not limited to, graffiti and weed removal.

4. Memorial Removal

- (a) Should for any reason an installed Memorial becomes disturbed or damaged through works, either by the City or its contractors or by external contractors working for another Government Department or Agency, the Memorial shall be removed at the expense of the party undertaking the works and returned to the family of the deceased (if known). Subject to the Chief Executive Officer's approval, the Memorial may be reinstalled, if appropriate, in the same location or installed in another location nearby at the expense of the applicant.
- (b) Should the ongoing maintenance of an installed Memorial become neglected, the City reserves the right to remove the Memorial and return it to the family of the deceased (if known).
- (c) The City will contact the deceased's family prior to the completion of the agreed period of installation to arrange for the Memorial's removal or transfer.

5. DISTRIBUTION OF ASHES

- (a) Persons wishing to distribute the ashes of a deceased person on a public park or reserve may make application to the Chief Executive Officer for approval.
- (b) The Chief Executive Officer shall consider each application on its merits (taking into consideration the above criteria).
- (c) Where approval is granted, the ashes are to be distributed at a time and in a manner which causes minimal attention or disruption.

Additional information maybe obtained from:

Main Roads Western Australia

Customer Contact Centre

Phone: 138 138

TTY: (08) 9428 2230

Email: enquiries@mainroads.wa.gov.au

Website: www.mainroads.wa.gov.au

Support Groups:

Lifeline Counselling Service

Phone: 13 11 14

Website: www.lifeline.com.au

CITY OF VINCENT POLICY MANUAL
TECHNICAL SERVICES - PARKS AND PROPERTY SERVICES
POLICY NO: 2.1.5
MEMORIALS IN PUBLIC PARKS AND RESERVES

The Compassionate Friends

A self-help group open to bereaved parents, siblings and grandparents

Phone: (08) 9486 8711 or 1800 628 117 (country freecall)

Website: www.compassionatefriendswa.org.au

Solace

Grief support for those grieving over the death of their partner

Phone: (08) 9381 1389

Website: www.solace.org.au

Healing Hearts Foundation

Encouragement for bereaved parents, siblings, families and friends suffering the loss of a child

Phone: 0417 217 255

Website: www.healingheartsfoundation.org

Date Adopted:	22 August 1997
Date Amended:	7 October 2003, 9 February 2010
Date Reviewed:	7 October 2003, 22 April 2008, 9 February 2010
Date of Next Review:	February 2015

MEMORIALS IN PUBLIC PLACES AND RESERVES



Legislation / local law requirements	<p>Insert any legislation or local law that is relevant to the policy. Please <i>Italicize</i> legislation only (Acts and Regs).</p> <p>Please do not Italicize local laws, delegation clauses or policy.</p>
Relevant delegations	<p>Please reference the clause and title of any delegations that are relevant to the policy.</p>
Related policies, procedures and supporting documentation	<p>Please reference relevant policies, procedures, guidelines and other supporting documents. Please include CM reference number.</p>

PART 1 – PRELIMINARY

INTRODUCTION

The City of Vincent acknowledges the use of memorials as a means of assisting people to grieve for loved ones and to honour the past contributions of deceased persons within their local community.

Notwithstanding the above, it is also recognised that the installation of memorials within public open space must be managed in a way so as to maintain local amenity, ensure the safety of residents and minimise maintenance requirements.

It is the City's position that persons be encouraged to install memorials within designated memorial facilities, such as cemeteries or memorial parks. However, applications for the installation of suitable memorials, plaques, trees and furniture in public parks and reserves within the City may be considered in accordance with the conditions of this Policy.

PURPOSE

The purpose of this policy is to provide guidelines for the installation of roadside memorials and memorials in parks and reserves, including planting of commemorative trees, memorial benches and other park furniture

OBJECTIVE

To:

1. ensure the conservation of commemorative memorials within the City; and
2. to facilitate a consistent approach to the inclusion of commemorative memorials

SCOPE

This policy provides guidance for commemorating deceased loved ones and to honour the past contributions of deceased persons through the planting of commemorative trees and park furniture.

.

MEMORIALS IN PUBLIC PLACES AND RESERVES



PART 2 – POLICY PROVISIONS

1. POLICY

This section should contain a statement of policy principals, values and ideals that guide the organisation. Statements should link to the policy purpose and provide how the objectives are to be achieved

1.1 Memorial Plaques

As the Metropolitan Cemeteries Board is the primary body responsible for the memorialisation of people, applicants that submit a request will initially be informed of the board and their responsibilities.

The installation of memorial plaques in parks and reserves is **generally** not supported. Persons wishing to commemorate an individual or an organisation are encouraged to donate a suitable piece of furniture (e.g. park seat, **drinking fountain**) which may include a suitable inscription plaque or apply for the planting of a suitable tree.

1.2 Commemorative Trees or Park Furniture

- (i) Applications for the installation of memorial park furniture in public parks and reserves will be considered on their individual merits and based on the following criteria:
Whether the person or event to be commemorated has:
 - (a) Made a significant contribution to the development of the City or its community, largely in a voluntary capacity.
 - (b) Made a significant contribution to the long-term improvement of the City; or
 - (c) Provided extensive or distinguished service to the City or its community.

Where disagreement of the City's response, content details, site selection, exact positioning and installation details of any commemorative item arises, Council will have final approval.

- (ii) Wherever appropriate, the views of adjacent residents or specific community groups will be sought prior to approval.
- (iii) The tree shall be planted and maintained by the City.
- (iv) The selection of tree species and planting location will be carefully considered in view of the type of reserve, existing species, history of requests or associated activities in that reserve.
- (v) Memorial trees will not be identified by a plaque or other identification. A record of the commemorative planting will be entered into a memorial register held by the City.
- (vi) Unless otherwise approved all plaques are to be the City of Vincent standard design specifications and requirements.
- (vii) A plaque will not be approved where there is religious or political affiliation or if in the opinion of the City the plaque is considered offensive or has the potential to offend.
- (viii) Should the plaque be lost or vandalised, repair/replacement costs would remain the responsibility of the applicant.
- (ix) The applicant shall be required to meet the cost of the purchasing and installation of the plaque, tree or furniture/item.
- (x) The City shall reserve the right to remove the furniture/item at any time should it be considered necessary.

MEMORIALS IN PUBLIC PLACES AND RESERVES



1.3 ROADSIDE MEMORIALS

A Roadside Memorial is a marker that commemorates a site where a person has died, usually as a result of a motor vehicle accident.

The City of Vincent respects the need and benefits for people to erect roadside memorials, however the City must also ensure that the road/verge/reserve environment remains safe and free from hazards for all other users.

1.3.1 A Roadside Memorial may include a:

- a. grey concrete paver, painted with a white cross; and
- b. white wooden cross with the deceased's name, details, etc.
- c. decal (adhesive label) with a white cross on a black background.

The above may also be accompanied by flowers (real or artificial), toys and accompanying notes/messages.

1.3.2 Roadside memorials may:

- a. only be installed in Crown Land that is under the care, control and management of the City of Vincent and is reserved for the purposes of recreation, public open space or road reserve; and
- b. only be installed where there is minimal impact on the local amenity and/or surrounding residents and must not present a risk or hazard to the public.

1.3.3 Memorials on Main Roads Controlled Roads

Applications for Memorials along roads that are under the care, control and maintenance of Main Roads must be submitted to Main Roads Western Australia.

1.4 BURIAL OR DISTRIBUTION OF ASHES

The City will not permit the scattering, burial or interment of ashes of a deceased person on Council owned or managed property given the availability of specialised facilities operated by the Metropolitan Cemeteries Board.

2. DEFINITIONS

"The City" refers to the City of Vincent.

"Main Roads Controlled Road" Any main road or highway (also collectively known as state roads) as defined under the *Main Roads Act 1930*. These roads are provided and managed by the Commissioner of Main Roads.

"Roadside Memorial" A marker that commemorates a site where a person has died, usually as a result of a motor vehicle accident.

OFFICE USE ONLY

MEMORIALS IN PUBLIC PLACES AND RESERVES



Responsible Officer	Please use title only
Initial Council Adoption	DD/MM/YYYY
Previous Title	Applicable if the policy has been renamed
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY

10.3 TENDER NO IE105/2020 DESIGN, SUPPLY AND INSTALL SOLAR PHOTOVOLTAIC SYSTEMS AT CITY OF VINCENT SITES

- Attachments:**
1. Evaluation Worksheet - RFT IE105-2020 - Solar Panel RFT - Confidential
 2. Comparison table and relevant information - Confidential

RECOMMENDATION:**That Council:**

1. That Council **ACCEPTS** the tender submitted by DNX Energy Pty Ltd for Tender No. IE105/2020 for the Design, Supply & Installation of Solar Photovoltaic Systems at various City of Vincent sites.
2. **NOTES** the purchase and installation of solar PV systems in a City-owned premises under lease or licence will only proceed where:
 - a. The lease or licence holder ("lease holder") agrees to fund the cost of purchase and installation, commensurate with the proportion of lease holder electricity utilisation, in return for achieving a reduction in utility expenses at the premises; and
 - b. payment terms and conditions are formally documented, with the City being able to recoup the costs of the system over its lifetime.

PURPOSE OF REPORT:

To consider the awarding of Tender No. IE105/2020 – Design, Supply and Install Solar Photovoltaic Systems at various City of Vincent facilities.

The contract between the successful Tenderer and the City will reserve the right for the City not to proceed with any individual installation if either budget approval is not obtained for the installation costs, or due to failure to reach agreement with the lessee in respect to the recouping of solar costs.

BACKGROUND:

The City developed an Energy Management Plan in 2012 for the highest energy use sites owned and managed by the City. The Plan included recommendations for large-scale solar photovoltaic (PV) installations at the Library and Local History Centre, Beatty Park Leisure Centre, Administration and Civic Centre and the Works Depot. These four installations were completed between 2019 and 2020 under phase 1 of the City's Solar Program.

The primary objective of the solar program is to improve the environmental performance of the City's buildings and facilities via onsite generation of renewable energy (in line with the City's Sustainable Environment Strategy 2019-2024).

A secondary objective of the program is to generate direct energy cost savings at City-operated sites, which can be reinvested in future projects.

For leased facilities at which energy savings from solar are realised by the tenant, Administration proposes to recoup the cost of solar installations through the lease mechanism in the first instance. Administration proposes to negotiate lease amendments where longer leases are already in place and to include the repayment of solar costs in new lease negotiations taking place in 2021/22 and 2022/23. For this reason, lease renewal date was one of the factors considered in prioritising the order of installations presented Council at its meeting on 23 March 2021. Where the leaseholder prefers to take responsibility for procurement and installation, a self-supporting loan mechanism may be offered as an alternative. Administration is currently developing a procedure to govern community funding requests via a self-supporting loan mechanism.

The phase 2 solar feasibility study completed in 2019/20 involved a first-pass screening of the City's remaining 114 sites at which solar PV is not yet installed, some City-operated, others tenanted. This produced a shortlist of twelve (12) sites based on solar orientation (energy generation potential), annual electricity consumption and time of electricity use.

Only two City operated sites made it on the shortlist. The remainder did not meet the basic criteria for financial viability. Battery storage systems were considered as a means of improving these sites' viability but were ultimately discarded as an option due to lengthy payback periods ranging from 14 to 23 years. With expected battery life being around 10 years, the addition of a battery would be counterproductive in terms of cost savings.

The shortlist of sites and solar feasibility study was presented to Council as part of the 2020/21 Budget process. As an outcome of the 2020/21 budget process, budget was approved for the installation of solar PV at the four sites listed for 2020/21. These sites were Mt Hawthorn Community Centre, North Perth Town Hall, Britannia Reserve Pavilion and Bethanie Living Well Centre, 40 Violet St.

At its meeting on 23 March 2021 Council was requested to appoint a tenderer for 11 proposed solar PV system installations. Council deferred its decision to appoint a tenderer and requested additional information including but not limited to system and facility sizes, financial modelling information (for sites where the City is not the direct beneficiary), heritage requirements and warranty information. These items are covered within this report and attachment 2.

At the Budget workshop on 30 March, 2021 Council and Administration discussed the option of deferring installation of all solar PV sites proposed for 2021/22 to 2022/23. As a result of this potential deferral and uncertainty about budget approval pending funding mechanisms acceptable to Council, six sites were removed from the tender scope. These will be subject to a future Council decision and a separate procurement process.

Administration has also chosen to defer the installation at North Perth Town Hall, which was listed on the 2020/21 Budget. This is due to the need for roofing upgrades that may not be completed in time to accommodate the addition of solar in 2021/22. Solar at North Perth Town Hall is also subject to heritage approval that will need to be resolved before installation can take place.

Installation of solar PV by 2022/23 at the Department of Local Government, Sport and Cultural Industries building located at 246 Vincent Street, Leederville is a condition of the current lease, which commenced in 2020. For this reason, this site has been retained within the current tender scope and a lease amendment will not be negotiated to recoup PV system costs.

The table below shows the sites contained in the revised tender scope and contains additional details including lease renewal dates, size of PV system, who benefits from electricity cost savings and planned installation year:

Site	Estimated electricity cost saving (\$/year)	Who saves \$	System Size	Dates for lease renewal	Estimate Simple Payback period (years)	Planned year to install
Mt Hawthorn Community Centre	1,300	City of Vincent	6.6kW	N/A	5.2	2021/22
Britannia Reserve Pavilion (Leederville Cricket Club and Floreat Athena Juniors Football Club)*	1,360	Leederville Cricket Club/Floreat Athena Juniors Football Club (95%) City of Vincent (5%)	6.6kW	March 2022	5.0	2021/22
(Bethanie Living Well Centre) 40 Violet St**	2,750	Bethanie	13kW	August 2025	5.7	2021/22
DLGSC Building	46,055	DLGSC	100kW	December 2029	2.4	2022/23

* Leederville Cricket Club and Floreat Athena Juniors share the lease for Britannia Reserve Pavilion, for six months of the year each. A new lease will be negotiated in 2021/22 in accordance with the City's Property Management Framework, which will result in each club being responsible for 95 per cent of the electricity cost during its six-month season. As part of those lease negotiations, Administration proposes to include a solar repayment amount proportionate to the benefit received by each club from the installation of solar PV. Repayments will be for the duration of the lease unless cost recovery can be achieved earlier.

**The Bethanie Living Well Centre is the only site proposed for installation of solar PV in 2021/22 financial year where the City does not receive any direct benefit from electricity savings. The current lease extends to 2025, but includes options for extension to 2035. Administration has commenced discussion with the leaseholder regarding a lease amendment recoup the City's solar costs for the site. The payment amount and the duration of payments will depend on the outcome of this tender approval as the price and projected savings vary between tenderers.

If an acceptable agreement cannot be reached for either Britannia Reserve Pavilion or the Vincent Community Centre, the City can choose not to proceed with any specific site/s under the terms of the Tender.

DETAILS:

Tender Advertising

The approved budget for the project in the 2020/2021 financial year is \$110,000. As the proposed total budget for the three-year program of \$481,000 exceeds \$250,000, *Policy No. 1.2.3 – Purchasing* requires an open public Tender process.

Under CEO Delegation 1.19, the Director Infrastructure and Environment approved the Procurement Plan, which included the following Evaluation Criteria:

Qualitative Criteria	Weighting
1. Relevant Experience of the contractor a. Provide details of similar projects undertaken including scope of the Tenderer's involvement and confirming successful completion of the project; and b. Provide details of issues, if any that arose during the projects and how those issues were managed or resolved.	25%
2. Key Personnel Skills and Experience Tenderers to provide as a minimum information of the proposed personnel to be allocated to this project such as: a. Their role in the performance of the Contract; b. Resumes of key staff (including Subcontractors) inclusive of memberships of any professional or business associations, qualifications etc.	25%
3. Demonstrated understanding of the Project & Project Methodology a) A project delivery plan including key stages and timelines; b) Proposed methodology for this project to be completed on time and within budget. c) Evidence of successful results. d) Understanding of the required service by identifying the key issues and risk associated with delivering the project.	50%

The Request for Tender IE105/2020 was publicly advertised on 28 November 2020 and invited submissions until 22 December 2020.

At the close of the advertising period, 8 Tender responses were received from the following companies:

- DNX Energy Pty Ltd;
- Perdaman Advanced Energy Pty Ltd;
- Eco-White Pty Ltd;
- Future Bus (non-compliant);
- Fos Electrical Pty Ltd;
- Quality Engineering and Construction Pty Ltd;
- Solargain PV Pty Ltd (conforming); and
- Solargain PV Pty Ltd (alternative).

Tender Assessment

The Tenders were assessed by members of the Tender Evaluation Panel (below) and each Tender was assessed using the above Evaluation Criteria, with a scoring system being used as part of the assessment process.

Title	Role
Manager Engineering	Voting
Co-ordinator City Buildings	Voting
Sustainability & Innovation Advisor	Voting
Eco Advance Consultants	Technical Advice (non-voting)

Evaluation

A summary table for each compliant Tenderer is provided below. A full outline of the Qualitative Evaluation Criteria for each tenderer and pricing is contained within **Confidential Attachment 1**.

Company	Qualitative Score/100	Ranking
DNX Energy Pty Ltd	85	1
Eco-White Pty Ltd	71.25	2
Fos Electrical Pty Ltd	70	3
Solargain PV Pty Ltd (alternative)	67.5	4
Perdaman Advanced Energy Pty Ltd	67.5	4
Solargain PV Pty Ltd (conforming)	65	5
Quality Engineering and Construction Pty Ltd	20	6

Based on the evaluation panel discussion, the submission from DNX Energy Pty Ltd was the highest ranked submission against the Qualitative Evaluation Criteria.

Once the Tenders were ranked on the Qualitative Evaluation Criteria, the evaluation panel made a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine which Tender presented the best value for money to the City.

CONSULTATION/ADVERTISING:

The Request for Tender IE105/2020 was advertised in the West Australian on 28 November 2020 and on both the City's website and Tenderlink portal between 28 November and 22 December 2020.

LEGAL/POLICY:

- Section 3.57 of the *Local Government Act 1995*;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Policy No. 1.2.3 – Purchasing.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to award a tender to carry out the specified works.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Innovative and Accountable

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

The City's *Corporate Business Plan 2018/19 – 2021/22* states:

“1.3 *Solar Photovoltaic Panel System Installation: Installation of large-scale solar photovoltaic panels at various sites.*”

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Sustainable Energy Use/Greenhouse Gas Emission Reduction

FINANCIAL/BUDGET IMPLICATIONS:

The costs associated with this contract for the first year of the program would be met from the City's 2020/21 Annual Budget, which has \$37,782 listed to complete the first year of the contract and will be carried forward to the 2021/22 financial year. The price of the recommended contractor was within the allocated capital budget for 2021/22 and well within the overall project budget.

The budget for the PV installation at the DLGSC leased building (246 Vincent Street) will be listed for consideration in the 2022/23 budget.

COMMENTS:

The submission from DNX Energy Pty Ltd complies with all the Tender requirements, including demonstrated understanding of the project and project methodology, as well as demonstrating relevant experience, expertise and a qualified project team. The response included a well thought out project plan that included reasonable timeframes. The products chosen for the installations are fit for purpose.

Reference checks were conducted for DNX Energy Pty Ltd in relation to recent solar photovoltaic panel system installations and no issues were raised.

The Evaluation Panel recommends that DNX Energy Pty Ltd be accepted for Tender No. IE105/2020 as they presented the best overall value for money to the City.

10.4 E-PERMITS IMPLEMENTATION PROGRESS REPORT

Attachments: Nil

RECOMMENDATION:

That Council NOTES the progress in the implementation of the E-Permit system.

PURPOSE OF REPORT:

To provide an update to Council on the progress of the implementation of the e-permits system.

BACKGROUND:

At the Ordinary Council Meeting of 23 March 2021, Council requested Administration to provide a monthly report on the progress of the implementation system.

This report has been prepared to address that request.

DETAILS:

Since the e-permit system went live on 2 November 2020, there has been a total of 3,326 residents who have created an account and are utilising the new system. This number consists of current permit holders and new residents. Of the current permit holders who were notified of the new system, approximately 78% have created an e-permits account.

There are 907 current permit holders who have not yet created an account despite two letters sent, an email and some have also been contacted by telephone. These residents have not made any contact with the City and so it appears that many of these existing permit holders either no longer live in Vincent or no longer require permits (e.g. have sufficient off street parking).

Telephone calls to current permit holders who have not yet registered will continue with the hope that they can be contacted to ascertain if they no longer reside within the City, or if they are experiencing any difficulty in accessing the system. From the 1st of April, Rangers began informal enforcement by issuing a caution to residents displaying paper permits. This approach did not occur over the Easter break period. The process does not attract a parking fine and the intention is to encourage eligible residents to make contact with the City or to register. To date there have been a total number of 53 cautions issued, which resulted in 14 accounts created and/or vehicle registrations activated.

CONSULTATION/ADVERTISING:

Two letters and an email have been sent to all current paper permit holders who have not registered for e-permits. Phone calls have also been made and will continue.

LEGAL/POLICY:

The City has run a security assessment against the e-permits system based on the Australian Cyber Security Centre framework, including confirmation of various security arrangements by the software vendor. The City is satisfied with data security controls that are in place for the e-permits system.

The City also reviewed the e-permits system against the Australian Privacy Principles. The Principles helped the City review how it intended to collect and use personally identifiable information for e-permits. The City has identified several opportunities to improve its management of the information captured by e-Permits and is working on its own policies and also with the software vendor on suitable changes.

The City's *Register of delegations, authorisations and appointments* identifies which users within Administration have access to the e-permits database. Any additional requests for access to this information must be authorised by the CEO directly. No other external authorities have access to the e-permits database, nor is there any intention to make this data available to any external authority.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to have the e-permits system implemented. There are a small number of residents who have ongoing concerns about the use of this technology for the City's residential parking permit system. Administration is working with these residents to address these concerns.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Waste Reduction

The replacement of approximately 10,000 paper permits with e-permits is a more sustainable option.

PUBLIC HEALTH IMPLICATIONS:

This is not in keeping with any of the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

The e-permits system will result in an estimated financial saving of \$6,200 per annum.

E-permits also provides a more efficient and reliable system for enforcement of the residential parking permit policy to ensure only those residents entitled to the permits are using them.

11 COMMUNITY & BUSINESS SERVICES**11.1 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 MARCH 2021 TO 31 MARCH 2021**

- Attachments:**
1. **Payments by EFT and Payroll March 2021** [↓](#) 
 2. **Payments by Cheque March 2021** [↓](#) 
 3. **Payments by Direct Debit March 2021** [↓](#) 

RECOMMENDATION:

That Council **RECEIVES** the list of accounts paid under delegated authority for the period 1 March 2021 to 31 March 2021 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$8,235,049.34
Cheques	\$715.15
Direct debits, including credit cards	\$123,757.69
Total payments for March 2021	\$8,359,522.18

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 March 2021 to 31 March 2021.

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) 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 March 2021 to 31 March 2021, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	2649 – 2661	\$6,387,874.66
Payroll by Direct Credit	March 2021	\$1,847,174.68
Sub Total		\$8,235,049.34
Cheques		
Cheques	82654 - 82657	\$965.15
Cancelled cheque	82626	-\$250.00
Sub Total		\$715.15

Direct Debits (including Credit Cards)

Lease Fees	\$395.84
Loan Repayments	\$100,782.60
Bank Charges – CBA	\$19,303.30
Credit Cards	\$3,275.95
Sub Total	\$123,757.69

Total Payments **\$8,359,522.18**

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:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

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

Creditors Report - Payments by EFT and Payroll 01/03/21 to 31/03/21			
<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
31/03/2021	A A Kaddis	Crossover subsidy - 156 Egina Street	\$ 675.00
31/03/2021	A D Painter	Part refund of Beatty Park Leisure Centre fees	\$ 71.40
31/03/2021	A Di Marco	Refund of infrastructure bond	\$ 275.00
31/03/2021	A Duckworth-Smith	Design advisory fees	\$ 400.00
31/03/2021	A J & F A Di Virgilio	Refund of building licence application	\$ 166.65
31/03/2021	A J Erskine	Refund of infrastructure bond	\$ 1,000.00
31/03/2021	A M Rafty	Part refund of Beatty Park Leisure Centre fees	\$ 425.00
19/03/2021	A Radici	Expense reimbursement - catering for City event (training and development)	\$ 424.80
19/03/2021	A Team Printing	Printing services - BPLC	\$ 1,915.10
22/03/2021	A Team Printing	Printing services - BPLC	\$ 739.20
19/03/2021	ABN Development No. 6 Pty Ltd	Rates refund - due to overpayment	\$ 3,025.82
09/03/2021	Academy Services WA Pty Ltd	Cleaning services and cleaning materials - various locations	\$ 75,766.02
19/03/2021	Academy Services WA Pty Ltd	Cleaning services and cleaning materials - various locations	\$ 37,044.23
19/03/2021	Access Icon Pty Ltd	Supply of iron access cover	\$ 189.20
31/03/2021	Acrodyne Pty Ltd	Service discharge water meter - BPLC	\$ 660.00
22/03/2021	Acton Projects	Rates refund - due to overpayment	\$ 362.38
19/03/2021	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 1,419.00
09/03/2021	Adelphi Apparel	Uniform supplies - Rangers	\$ 220.00
12/03/2021	Adelphi Apparel	Uniform supplies - Rangers	\$ 880.00
09/03/2021	AJ Teo	School holiday library event - Dungeons and Dragons	\$ 100.00
19/03/2021	Alerton Australia	Building management system control contract - BPLC	\$ 4,263.60
12/03/2021	Aline Brick Paving	Brick paving services - Oxford/Melrose Street	\$ 3,492.50
19/03/2021	Alinta Energy	Gas charges - Banks Reserve	\$ 38.10
31/03/2021	Alinta Energy	Gas charges - various locations	\$ 89.30
12/03/2021	All Class Tiling Services	Pool retiling project - BPLC (15% claim)	\$ 146,375.72
19/03/2021	All Class Tiling Services	Pool retiling project - BPLC (25% claim)	\$ 243,959.54
31/03/2021	All Class Tiling Services	Pool retiling project - BPLC (15% claim)	\$ 146,375.72
09/03/2021	Allflow Industrial	Service oil/water separator	\$ 522.45
12/03/2021	Allwest Plant Hire Australia Pty Ltd	Drainage, storage and infiltration project - Loftus Centre	\$ 50,183.10
09/03/2021	Alisco Pty Ltd	Mat supplies - BPLC	\$ 611.82
19/03/2021	Alisco Pty Ltd	Air freshener and mat supplies	\$ 670.33
19/03/2021	Ampol Australia Petroleum Pty Ltd	Fuel and oils	\$ 23,770.45
12/03/2021	Anna Cappelletta	Fitness instructor fees	\$ 1,750.00
09/03/2021	APARC	Credit card transactions and re-installation of parking meter	\$ 11,860.04

Date	Payee	Description	Amount
19/03/2021	APARC	Central management system, software licensing, Ticketor enforcement, meter maintenance, sensor maintenance and credit card transactions	\$ 28,103.06
09/03/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 2,480.90
12/03/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 917.49
19/03/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 9,938.33
22/03/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 519.50
31/03/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 9,875.60
09/03/2021	Aprilwind Engineering	Refund of planning application fee	\$ 147.00
09/03/2021	Aqua Lung Australia Pty Ltd	Merchandise - BPLC	\$ 5,106.75
19/03/2021	Aqua Lung Australia Pty Ltd	Merchandise - BPLC	\$ 1,551.00
09/03/2021	Aquawellbeing.com	Fitness instructor fees	\$ 65.00
19/03/2021	Asphalttech Pty Ltd	Asphalt supplies - various locations	\$ 153,680.40
19/03/2021	ATF Services Pty Ltd	Security fence - Cheriton Street	\$ 144.21
31/03/2021	ATI-Mirage	Staff training - Excel course (Waste)	\$ 369.00
09/03/2021	Ausblue Pty Ltd	Ad blue supplies - additive to reduce truck carbon emissions	\$ 1,071.14
31/03/2021	Ausrecord	Box file supplies - Records	\$ 180.00
31/03/2021	Australia Institute of International Education Incorporated	Overcharge refund - Loftus Community Centre hire	\$ 612.50
09/03/2021	Australia Post	Postage charges	\$ 344.76
09/03/2021	Australia Post (Agency Commission)	Commission charges	\$ 392.47
09/03/2021	Australian HVAC Services Pty Ltd	Air conditioner repairs - BPLC	\$ 2,238.06
19/03/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	\$ 3,746.60
22/03/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	\$ 308.00
31/03/2021	Australian HVAC Services Pty Ltd	Air conditioner repairs - Loftus Community Centre	\$ 220.00
19/03/2021	Australian Library & Information Association	Promotional materials - Library	\$ 132.00
02/03/2021	Australian Services Union	Payroll deduction	\$ 310.80
10/03/2021	Australian Services Union	Payroll deduction	\$ 310.80
23/03/2021	Australian Services Union	Payroll deduction	\$ 310.80
02/03/2021	Australian Taxation Office	Payroll deduction	\$ 162,812.00
10/03/2021	Australian Taxation Office	Payroll deduction	\$ 168,613.00
23/03/2021	Australian Taxation Office	Payroll deduction	\$ 183,016.00
12/03/2021	Australian Waterslides & Leisure Pty Ltd	Twin waterslide project - BPLC (30% deposit)	\$ 53,625.00
09/03/2021	Award Contracting	Locating services - Coogee St	\$ 731.50
12/03/2021	Award Contracting	Locating services - various locations	\$ 10,241.00
19/03/2021	Award Contracting	Locating services - Litis Stadium	\$ 1,776.50
31/03/2021	B Gabriel-Borowski	Part refund of Beatty Park Leisure Centre fees	\$ 507.49
09/03/2021	B Okpara	Part refund of Beatty Park Leisure Centre fees	\$ 749.73
19/03/2021	Baileys Fertilisers	Fertiliser supplies	\$ 3,701.50
19/03/2021	Baileys Living Pty Ltd	Refund of infrastructure bond	\$ 5,000.00
19/03/2021	Balcatta Mowers & Chainsaws Pty Ltd	Purchase of gardening equipment - Depot	\$ 15,110.00

Date	Payee	Description	Amount
09/03/2021	Bang The Table	Licence for budget simulation tool	\$ 3,300.00
09/03/2021	Basketball WA	Perth Lynx player appearance fee - youth event	\$ 200.00
19/03/2021	BCITF Building & Construction Industry Training	Levy collection	\$ 8,740.59
09/03/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$ 50.55
19/03/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$ 50.53
31/03/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$ 36.02
19/03/2021	Bing Technologies Pty Ltd	Digital mail service	\$ 3,243.56
09/03/2021	Blackwoods	Hardware supplies - Depot	\$ 3,476.22
19/03/2021	Blackwoods	Hardware supplies - Depot	\$ 550.86
31/03/2021	Blackwoods	Hardware supplies - Depot	\$ 574.35
19/03/2021	Blue Heeler Trading	Uniform supplies - BPLC	\$ 1,806.75
19/03/2021	Blue Zoo Holdings Pty Ltd	Cyber awareness training and support	\$ 1,353.00
09/03/2021	BOC Limited	Medical oxygen supplies	\$ 74.29
19/03/2021	BOC Limited	CO2 for beverage	\$ 635.46
31/03/2021	BOC Limited	Medical oxygen supplies	\$ 67.97
19/03/2021	Boldmove Enterprises Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
09/03/2021	Booktalk	Payment for provision of books for COV book clubs	\$ 75.00
19/03/2021	Booktalk	Payment for provision of books for COV book clubs	\$ 70.00
09/03/2021	Boral Construction Materials Group Limited	Concrete supplies	\$ 2,818.93
19/03/2021	Boral Construction Materials Group Limited	Concrete supplies	\$ 2,450.57
09/03/2021	Boyan Electrical Services	Electrical services - various locations	\$ 16,799.23
19/03/2021	Boyan Electrical Services	Electrical services - various locations	\$ 26,180.83
31/03/2021	Boyan Electrical Services	Electrical services - various locations	\$ 2,750.86
19/03/2021	Bridgestone Australia Ltd	Tyre services	\$ 791.12
31/03/2021	Bridgestone Australia Ltd	Replacement vehicle battery	\$ 237.50
09/03/2021	Briskleen Supplies	Toiletry and cleaning products - BPLC	\$ 3,898.24
19/03/2021	Briskleen Supplies	Toiletry and cleaning products; sanipod service - BPLC	\$ 3,025.79
31/03/2021	Briskleen Supplies	Supply of anti bacterial wipes; sanipod service - BPLC	\$ 2,430.64
09/03/2021	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 285.12
19/03/2021	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 3,445.12
09/03/2021	Bunnings Trade	Hardware supplies - various locations	\$ 42.05
19/03/2021	Bunnings Trade	Hardware supplies - various locations	\$ 1,177.28
31/03/2021	C Bone	Refund of planning application fee	\$ 147.00
09/03/2021	C Cashen	Fitness instructor fees	\$ 56.84
31/03/2021	C J Foster	Refund of infrastructure bond	\$ 500.00
31/03/2021	C M Davis	Crossover subsidy	\$ 535.00
31/03/2021	C U Building Group Pty Ltd	Refund of infrastructure bond	\$ 750.00
19/03/2021	Capic	Water treatment services - BPLC	\$ 211.20
19/03/2021	Caporn Construction Pty Ltd	Refund of infrastructure bond	\$ 500.00

Page 3 of 17

Date	Payee	Description	Amount
22/03/2021	Catalyse Pty Ltd	Community review of bulk waste options	\$ 8,140.00
31/03/2021	Catch Music Inc.	Overcharge refund - Loftus Community Centre hire	\$ 157.50
19/03/2021	Charmaine Amanda Magness	Fitness instructor fees	\$ 341.04
02/03/2021	Child Support Agency	Payroll deduction	\$ 941.42
10/03/2021	Child Support Agency	Payroll deduction	\$ 941.42
23/03/2021	Child Support Agency	Payroll deduction	\$ 941.42
31/03/2021	Chindarsi Architects	Design advisory fees	\$ 880.00
09/03/2021	Chittering Valley Worm Farm	Worms and castings	\$ 120.00
09/03/2021	Christou Nominees Pty Ltd	Design advisory fees	\$ 110.00
19/03/2021	Christou Nominees Pty Ltd	Design advisory fees	\$ 110.00
22/03/2021	Christou Nominees Pty Ltd	Design advisory fees	\$ 275.00
09/03/2021	City of South Perth	Dog impound fees	\$ 99.00
19/03/2021	City of South Perth	Long service leave liability	\$ 4,852.60
22/03/2021	City of South Perth	Dog impound fees	\$ 33.00
19/03/2021	City of Stirling	Mixed waste tipping fees	\$ 19,852.60
19/03/2021	City of Stirling	Meals on Wheels	\$ 821.44
31/03/2021	City of Stirling	Mixed waste tipping fees	\$ 18,431.40
02/03/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	\$ 1,216.88
10/03/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	\$ 1,216.88
23/03/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	\$ 1,078.44
02/03/2021	City of Vincent Staff Social Club	Payroll deduction	\$ 476.00
10/03/2021	City of Vincent Staff Social Club	Payroll deduction	\$ 476.00
23/03/2021	City of Vincent Staff Social Club	Payroll deduction	\$ 468.00
19/03/2021	Civica Pty Limited	General ledger restructure and Authority upgrade	\$ 30,665.25
09/03/2021	Clarity Corporate Communications Pty Ltd	Community engagement framework and workshops	\$ 8,250.00
09/03/2021	Cleanaway	Recycling contract	\$ 82,327.76
09/03/2021	Coates Hire Operations Pty Ltd	Plant hire - Depot	\$ 400.75
09/03/2021	Cobblestone Concrete Pty Ltd	Concrete path repairs - various locations	\$ 5,786.00
31/03/2021	Cobblestone Concrete Pty Ltd	Concrete path repairs - Leeder St	\$ 4,254.68
19/03/2021	Cockburn Cement Limited	Cement and pallets	\$ 1,273.54
19/03/2021	Compu-Stor	Records digitisation and off-site storage	\$ 503.19
19/03/2021	Connect Call Centre Services	After hours calls service	\$ 1,584.55
31/03/2021	Connect Call Centre Services	After hours calls service	\$ 1,113.48
19/03/2021	Connect Security Systems	Security camera maintenance - BPLC	\$ 301.25
09/03/2021	Constable Care Child Safety Foundation (Inc)	Community partnership MOU agreement 2020/21	\$ 11,275.00
09/03/2021	Contraflow Pty Ltd	Traffic management services - various locations	\$ 33,554.66
12/03/2021	Contraflow Pty Ltd	Traffic management services - Raglan Road	\$ 464.75
19/03/2021	Contraflow Pty Ltd	Traffic management services - various locations	\$ 21,689.74
22/03/2021	Contraflow Pty Ltd	Traffic management services - various locations	\$ 6,470.43

Page 4 of 17

Date	Payee	Description	Amount
09/03/2021	Corsign WA Pty Ltd	Sign supplies - various	\$ 1,988.80
19/03/2021	Corsign WA Pty Ltd	Sign supplies - various	\$ 4,067.80
31/03/2021	Corsign WA Pty Ltd	Sign supplies - various	\$ 316.80
15/03/2021	Cr A Castle	Council meeting fee	\$ 1,935.83
15/03/2021	Cr Ashley Wallace	Council meeting fee	\$ 1,935.83
15/03/2021	Cr D Loden	Council meeting fee	\$ 1,935.83
15/03/2021	Cr J Fotakis	Council meeting fee	\$ 1,935.83
15/03/2021	Cr J Hallett	Council meeting fee	\$ 1,935.83
15/03/2021	Cr J Topelberg	Council meeting fee	\$ 1,935.83
15/03/2021	Cr S Gontaszewski	Council meeting fee	\$ 3,255.70
15/03/2021	Cr Sally Smith	Council meeting fee	\$ 1,935.83
19/03/2021	CSE Crosscom Pty Ltd	Install turbo track GPS for road sweeper	\$ 1,468.14
09/03/2021	CSP Group Pty Ltd	Plant repairs and maintenance	\$ 71.70
19/03/2021	CSP Group Pty Ltd	Plant repairs and maintenance	\$ 22.00
19/03/2021	CVP Electrical Co	Pool pump repairs - BPLC	\$ 328.80
12/03/2021	D B Green	Fitness instructor fees	\$ 1,534.68
12/03/2021	D Dama	Fitness instructor fees	\$ 113.68
31/03/2021	D Dama	Fitness instructor fees	\$ 113.68
09/03/2021	D E Campanella	Refund of planning application fee	\$ 147.00
09/03/2021	D Rosario	Refund for cancellation of mattress collection	\$ 20.00
31/03/2021	D Upstone	Rates refund - due to overpayment	\$ 3,999.88
09/03/2021	Dalin Electrical Controls	Repairs to geothermal system - BPLC	\$ 1,074.92
12/03/2021	Department of Fire and Emergency Services (DFES)	Emergency services levy - 3rd quarter 2020/21	\$ 2,052,228.14
19/03/2021	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$ 14,207.49
09/03/2021	Department of Transport	Vehicle ownership searches	\$ 4,195.60
19/03/2021	Department of Transport	Vehicle ownership searches	\$ 2,808.40
02/03/2021	Depot Social Club	Payroll deduction	\$ 56.00
10/03/2021	Depot Social Club	Payroll deduction	\$ 56.00
23/03/2021	Depot Social Club	Payroll deduction	\$ 56.00
19/03/2021	Design Right Pty Ltd	Design services - Litis change rooms	\$ 3,850.00
09/03/2021	Devco Builders	Maintenance and repairs - various locations	\$ 81,551.25
19/03/2021	Devco Builders	Maintenance and repairs - various locations	\$ 199,506.90
31/03/2021	Devco Builders	Maintenance and repairs - various locations	\$ 47,339.40
12/03/2021	DevelopmentWA	CEO attendance - Property Council WA luncheon	\$ 165.00
09/03/2021	Dial-A-Nappy	Merchandise - BPLC	\$ 312.00
09/03/2021	Diversity Cleaning Services Pty Ltd	Window cleaning services - BPLC	\$ 1,100.00
19/03/2021	Diversus	Process mapping facilitation workshop	\$ 1,724.25
31/03/2021	Doll and Toy Collectors Group	Overcharge refund - Loftus Community Centre hire	\$ 105.00
31/03/2021	Dominic Snellgrove	Design advisory fees	\$ 800.00

Page 5 of 17

Date	Payee	Description	Amount
19/03/2021	Douglas Partners	Geotechnical/soil contamination investigation - Litis Stadium	\$ 7,392.00
19/03/2021	Downer EDI Engineering Power Pty Ltd	CCTV repairs - various locations; cable inspection - BPLC	\$ 3,927.00
22/03/2021	Driver Risk Management Pty Ltd	Staff training - driving risks	\$ 4,000.00
31/03/2021	E Bentley	Reimbursement - Les Mills workshop and digital kits	\$ 118.48
12/03/2021	E Campello	Expense reimbursement - catering for City event (training and development)	\$ 149.47
19/03/2021	E Paull	Author talk - Book topic 'Well Behaved Women'	\$ 350.00
09/03/2021	E Wu	Rates refund - due to overpayment	\$ 100.81
12/03/2021	Eastside Concrete Contracting	Kerbing services - various locations	\$ 4,509.34
19/03/2021	Eastside Concrete Contracting	Kerbing services - various locations	\$ 10,300.02
31/03/2021	Eastside Concrete Contracting	Kerbing services - Lawley Street	\$ 4,951.10
19/03/2021	EcoAdvance	Consultancy services - solar photovoltaic project	\$ 16,929.00
19/03/2021	Edison Property	Rates refund - due to overpayment	\$ 975.78
09/03/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 2,753.04
19/03/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 2,775.30
31/03/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 386.66
31/03/2021	Enigin Partners Pty Ltd	Supply and install additional solar monitoring points	\$ 2,189.00
09/03/2021	Enviroblast Cannington	Pressure cleaning services	\$ 1,719.30
19/03/2021	Enviroblast Cannington	Pressure cleaning services	\$ 145.20
22/03/2021	Enviroblast Cannington	Pressure cleaning services	\$ 14,044.58
31/03/2021	Environmental Health Australia (WA) Inc	Registration - WA Conference 2021	\$ 2,645.00
31/03/2021	Environmental Industries Pty Ltd	Spraying of weedkiller - various locations	\$ 1,232.00
09/03/2021	Enzed Malaga	Plant repairs and maintenance	\$ 520.42
31/03/2021	Ergolink	Ergonomic supplies - vertical mouse	\$ 138.11
09/03/2021	Exteria	Supply of park benches - Beatty Park Reserve	\$ 1,834.80
09/03/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 15,321.21
19/03/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 28,183.87
31/03/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 11,490.98
09/03/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 3,484.39
19/03/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 4,886.92
09/03/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$ 23,457.15
19/03/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$ 3,300.00
31/03/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$ 18,563.73
31/03/2021	Friends of ANZAC Cottage Inc	Community donation - Anzac Day at Anzac Cottage	\$ 500.00
09/03/2021	Frostbland Pty Ltd	Merchandise - BPLC	\$ 441.00
31/03/2021	G Baladova	Overcharge refund - Loftus Community Centre hire	\$ 120.00
09/03/2021	G Burgess	Distribution services - 730 'North Perth Common' letters	\$ 577.50
19/03/2021	G Burgess	Distribution services - 1000 'Barlee Street car park' postcards	\$ 264.00
31/03/2021	G Burgess	Distribution services - 2800 'Hyde Park kiosk' flyers and 670 'Roundabout' letters	\$ 1,003.20

Date	Payee	Description	Amount
31/03/2021	G Casale	Crossover subsidy	\$ 585.00
12/03/2021	G Edwards	Fitness instructor fees	\$ 170.52
31/03/2021	G Edwards	Fitness instructor fees	\$ 170.52
31/03/2021	G Tually	Refund of infrastructure bond	\$ 1,000.00
09/03/2021	Garrards Pty Ltd	Supply of rat bait	\$ 215.64
22/03/2021	Gather Foods	Catering for City event - workshop	\$ 616.00
09/03/2021	Gay and Lesbian Singers of Western Australia	Vocal performance - Citizenship ceremony	\$ 450.00
12/03/2021	Geoff Nannes Fong & Partners Pty Ltd	Consultancy services - filtration and tiling (BPLC)	\$ 5,973.00
22/03/2021	Geoff Nannes Fong & Partners Pty Ltd	Consultancy services - filtration and tiling (BPLC)	\$ 7,972.25
09/03/2021	GHD Pty Ltd	Consultancy fees - Beatty Park leisure pool assessment	\$ 5,522.00
19/03/2021	Giant Autos (1997) Pty Ltd	Vehicle service and repairs	\$ 659.00
09/03/2021	Great Lakes Community Resources	Street goods collection services	\$ 1,763.30
31/03/2021	Great Lakes Community Resources	Street goods collection services	\$ 1,576.30
19/03/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$ 5,975.85
31/03/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$ 2,448.78
19/03/2021	Haverford Pty Ltd	Supply of sports safety netting - BPLC	\$ 445.50
09/03/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - various departments	\$ 7,196.09
19/03/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Building	\$ 4,992.92
31/03/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Building	\$ 2,773.85
02/03/2021	Health Insurance Fund of WA	Payroll deduction	\$ 255.25
10/03/2021	Health Insurance Fund of WA	Payroll deduction	\$ 255.25
23/03/2021	Health Insurance Fund of WA	Payroll deduction	\$ 255.25
19/03/2021	Holcim (Australia) Pty Ltd	Concrete supplies	\$ 331.76
31/03/2021	I C Rubira	Part refund of dog registration	\$ 77.50
19/03/2021	I Ledneva	Part refund of Beatty Park Leisure Centre fees	\$ 122.40
19/03/2021	Imagesource	Printing services - BPLC	\$ 104.50
19/03/2021	IMCO Australasia	Supply of concrete repairing product	\$ 4,021.60
19/03/2021	Inner City Newsagency	Newspaper delivery - Library	\$ 16.48
31/03/2021	Inner City Newsagency	Newspaper delivery - Library	\$ 16.48
09/03/2021	Innovations Catering	Catering for City event - Council	\$ 1,160.00
19/03/2021	Innovations Catering	Catering for City events - Council	\$ 595.00
22/03/2021	Innovations Catering	Catering for City events - Council	\$ 595.00
31/03/2021	Innovations Catering	Catering for City events - Council	\$ 1,315.00
09/03/2021	Insight Enterprises Australia Pty Ltd	Software and security licences	\$ 2,118.80
19/03/2021	Instant Toilets & Showers Pty Ltd t/as Instant Products Hire	Hire of portable toilets - Banks Pavilion	\$ 1,665.31
31/03/2021	Institute of Public Administration Australia WA	Staff training - various courses	\$ 1,100.00
31/03/2021	iSUBSCRIBE Pty Ltd	Library magazine subscriptions	\$ 360.79
09/03/2021	J & K Hopkins	Office furniture supplies - Admin	\$ 9,585.00
19/03/2021	J Coglan	Part refund of Beatty Park Leisure Centre fees	\$ 720.09

Page 7 of 17

Date	Payee	Description	Amount
19/03/2021	J E Groote	Refund of infrastructure bond	\$ 1,500.00
19/03/2021	J McPartland	Part refund of Beatty Park Leisure Centre fees	\$ 113.40
09/03/2021	J O'Shea	Refund of infrastructure bond	\$ 750.00
19/03/2021	J Vinciullo	Rates refund - due to overpayment	\$ 67.90
09/03/2021	Jackson McDonald	Legal services - transfer rights of way to the Crown	\$ 544.50
22/03/2021	Jackson McDonald	Legal services - preparation of COVID-19 rent relief documents	\$ 653.40
19/03/2021	Janet Verburg	Fitness instructor fees	\$ 407.36
09/03/2021	JBA Surveys	Contour, feature and drainage survey - Norfolk Street	\$ 24,706.00
31/03/2021	Jim Pavlos & Associates	Rates refund - due to overpayment	\$ 363.86
19/03/2021	Jonathan Epps Arboriculturist	Arboricultural services - Colvin Lane	\$ 540.00
19/03/2021	K Fletcher	Refund of infrastructure bond	\$ 2,000.00
19/03/2021	K Grant	Fitness instructor fees	\$ 420.00
19/03/2021	K Grogan	Refund of parking permit	\$ 180.00
12/03/2021	K Harcus	Fitness instructor fees	\$ 900.00
31/03/2021	K Harcus	Fitness instructor fees	\$ 900.00
09/03/2021	K J Sainsbury	Part refund of dog registration	\$ 150.00
09/03/2021	K M Allen	Expense reimbursement - supplies for various events	\$ 416.55
19/03/2021	K P McGurk	Part refund of Beatty Park Leisure Centre fees	\$ 144.50
19/03/2021	K Reynolds	Expense reimbursement - parking for external meeting	\$ 18.17
31/03/2021	K Vijayakumar	Refund of infrastructure bond	\$ 1,000.00
22/03/2021	Kambarang Services Pty Ltd	Facilitation of RAP development workshop	\$ 1,650.00
09/03/2021	Kennards Hire	Equipment hire - plate compactor	\$ 841.10
22/03/2021	Kite Kinetics	Kite making workshop - school holiday programme	\$ 231.50
08/03/2021	KJ Concha Pty Ltd ATF HODL Superannuation Fund	Superannuation	\$ 1,277.17
19/03/2021	Kleen West Distributors	Cleaning supplies - window cleaning solution	\$ 200.20
19/03/2021	Kleenheat Gas	Forklift gas supplies - Depot	\$ 204.83
09/03/2021	Kone Elevators Pty Ltd	NBN sim cards for lift - Mount Hawthorn Community Centre	\$ 77.00
19/03/2021	Kone Elevators Pty Ltd	Install mobile gateway to lift; lift service fee - Mount Hawthorn Community Centre	\$ 3,688.12
31/03/2021	Kone Elevators Pty Ltd	Lift service fee - BPLC	\$ 925.75
19/03/2021	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	\$ 863.61
31/03/2021	Kott Gunning	Legal services - compliance matter	\$ 4,248.36
09/03/2021	KS Black Pty Ltd	Audit of electrical irrigation cubicles - various locations	\$ 572.00
19/03/2021	L Gao	Part refund of Beatty Park Leisure Centre fees	\$ 397.80
22/03/2021	L J Witkowski	Refund of occupancy permit - not required	\$ 105.00
31/03/2021	L J Witkowski	Crossover subsidy	\$ 535.00
02/03/2021	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
10/03/2021	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
23/03/2021	L.G.R.C.E.U.	Payroll deduction	\$ 20.50

Date	Payee	Description	Amount
09/03/2021	Landgate	Gross rental valuations for interims	\$ 641.47
19/03/2021	Landgate	Gross rental valuations for interims	\$ 373.05
31/03/2021	Landgate	Gross rental valuations for interims; land enquiries	\$ 389.15
09/03/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 32,835.00
19/03/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 84,744.00
31/03/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 15,378.00
09/03/2021	Les Mills Asia Pacific	Licence fees for fitness classes	\$ 1,601.46
19/03/2021	Les Mills Asia Pacific	Licence fees for fitness classes	\$ 1,601.46
22/03/2021	Les Mills Asia Pacific Industries	Purchase of gym equipment - BPLC	\$ 825.00
09/03/2021	LGISWA	Insurance - Motor vehicle 2020/21 (additions)	\$ 11,145.87
09/03/2021	Limitless Promotions	Supply of dog registration tags	\$ 239.00
09/03/2021	Line Marking Specialists	Line marking services - various locations	\$ 16,574.80
19/03/2021	Line Marking Specialists	Line marking services - various locations	\$ 1,859.00
31/03/2021	Line Marking Specialists	Line marking services - various locations	\$ 336.60
31/03/2021	LisaJoe Investments Pty Ltd	Rates refund - due to overpayment	\$ 2,469.08
12/03/2021	Local Government Professionals Australia WA	Finance professionals conference 2021	\$ 1,250.00
31/03/2021	Local Government Professionals Australia WA	Staff training - Finance for non financial people	\$ 325.00
31/03/2021	M A Sims	Refund of infrastructure bond	\$ 1,000.00
09/03/2021	M Deering	Part refund of Beatty Park Leisure Centre fees	\$ 68.40
12/03/2021	M G Jajko	Fitness instructor fees	\$ 113.68
19/03/2021	M G Jajko	Fitness instructor fees	\$ 56.84
31/03/2021	M G Jajko	Fitness instructor fees	\$ 56.84
19/03/2021	M J Leatt-Hayter	Rates refund - due to overpayment	\$ 390.06
31/03/2021	M L Humich	Fitness instructor fees	\$ 568.40
12/03/2021	M Slater	Fitness instructor fees	\$ 180.87
31/03/2021	M Slater	Fitness instructor fees	\$ 60.29
19/03/2021	M Tognini	Local History Awards 2020 winner (previously paid by cheque 82626, now cancelled)	\$ 250.00
09/03/2021	M2M One Pty Ltd	Mobile SIMs for parks reticulation devices	\$ 303.75
31/03/2021	Main Roads WA	Refund of unspent grant - pedestrian crossing installation on Vincent Street	\$ 33,136.40
19/03/2021	Major Motors Pty Ltd	Truck repairs and maintenance	\$ 930.19
19/03/2021	Manheim Pty Ltd	Towing services	\$ 473.00
19/03/2021	Manic Botanic (Manic WA Pty Ltd)	Supply of wreaths for Anzac Day	\$ 300.00
31/03/2021	Margaret River Agencies	Soft beverage supplies for Council meetings	\$ 355.20
09/03/2021	Market Creations	Website dedicated IP address and SSL certificate	\$ 418.00
19/03/2021	Marketforce Pty Ltd	Advertising services - various departments	\$ 3,471.58
19/03/2021	Massey's Herd	Milk supplies - Depot	\$ 362.10
31/03/2021	Matrix Productions	Audio equipment hire - Shady Sounds youth music event	\$ 1,529.00
31/03/2021	Matrix Traffic and Transport Data Pty Ltd	Bicycle and pedestrian data collection	\$ 7,150.00

Date	Payee	Description	Amount
15/03/2021	Mayor E Cole	Council meeting fee	\$ 7,875.25
19/03/2021	McIntosh & Son WA	Plant repairs and maintenance	\$ 593.23
19/03/2021	McLeods Barristers & Solicitors	Legal services- sale of Charles Street lots from COV to DPLH; surrender of Anzac Cottage lease and transfer to National Trust	\$ 2,393.70
31/03/2021	McLeods Barristers & Solicitors	Legal services - compliance matter	\$ 2,662.24
09/03/2021	Mercer Spectrum	Superannuation	\$ 4,825.66
09/03/2021	MessageMedia	SMS integrating for Phoenix	\$ 493.50
19/03/2021	MessageMedia	SMS integrating for Phoenix	\$ 113.64
31/03/2021	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 162.58
09/03/2021	Micktrics Pty Ltd	Hire and installation of lanterns - Lunar New Year	\$ 5,181.00
19/03/2021	Midland Toyota	Purchase of vehicle, as per fleet management programme	\$ 26,587.19
09/03/2021	Mindarie Regional Council	Processable and non processable waste	\$ 58,909.65
12/03/2021	Mindarie Regional Council	Processable waste	\$ 54,794.25
19/03/2021	Mindarie Regional Council	Processable and non processable waste	\$ 104,902.64
31/03/2021	Mindarie Regional Council	Processable and non processable waste	\$ 93,113.47
09/03/2021	Minter Ellison	Legal services - general employment matters	\$ 1,414.82
31/03/2021	Minter Ellison	Legal services - general employment matters	\$ 1,302.62
19/03/2021	Mitrovic Pty Ltd	SharePoint project site - proof of concept	\$ 1,210.00
19/03/2021	Moore Australia (WA) Pty Ltd	Staff training - 2021 FBT and budget workshops	\$ 2,805.00
31/03/2021	Mount Hawthorn Cardinals Junior Football Club	Female sport participation grant	\$ 2,000.00
09/03/2021	My Best Friend Veterinary Centre	Vet services	\$ 1,857.50
19/03/2021	My Best Friend Veterinary Centre	Vet services	\$ 1,062.50
19/03/2021	N Cox	Part refund of dog registration	\$ 150.00
31/03/2021	N Dathada	Refund of parking permit	\$ 180.00
12/03/2021	N Stokes	Expense reimbursement - catering for City events (training and development)	\$ 101.33
31/03/2021	N Stokes	Expense reimbursement - catering for City events (training and development)	\$ 83.50
19/03/2021	N Tinline	Refund of infrastructure bond	\$ 750.00
31/03/2021	Nao Williams	Fitness instructor fees	\$ 145.00
09/03/2021	Natural Area Holdings Pty Ltd	Weed control - Les Lilleyman Reserve	\$ 2,586.54
19/03/2021	Nigel Johnson and Christine Fontaine	Crossover subsidy	\$ 585.00
12/03/2021	Nightlife Music Pty Ltd	Crowd DJ and hire of audio/video equipment - BPLC	\$ 518.77
31/03/2021	Nightlife Music Pty Ltd	Crowd DJ and hire of audio/video equipment - BPLC	\$ 518.77
19/03/2021	Node1 Internet	Fixed wireless internet charges	\$ 189.00
09/03/2021	Noma Pty Ltd	Design advisory fees	\$ 3,080.00
31/03/2021	Noma Pty Ltd	Design advisory fees	\$ 440.00
19/03/2021	Northsands Resources	Construction waste disposal services and sand supplies	\$ 4,851.77
22/03/2021	Northshore Unit Inc. - SES	FESA SES contribution - supplement	\$ 5,915.80
09/03/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$ 137.48
19/03/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$ 154.00

Date	Payee	Description	Amount
31/03/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$ 302.68
19/03/2021	NVMS Pty Ltd	Annual subscription - sound level meter	\$ 607.20
22/03/2021	O'Brien Harrop Access	Disability access consultancy - Loftus Recreation Centre	\$ 396.00
09/03/2021	Officeworks Ltd	Office supplies and consumables	\$ 237.87
31/03/2021	Officeworks Ltd	Office supplies and consumables	\$ 361.93
09/03/2021	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$ 10,930.55
31/03/2021	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations; purchase of City handsets	\$ 13,089.24
31/03/2021	Osborne Park Mazda	Vehicle service and repairs	\$ 493.05
22/03/2021	OshGroup Pty Ltd	Medical assessment - C Gregory	\$ 225.40
19/03/2021	Otis Elevator Company Pty Ltd	Lift maintenance - Admin	\$ 2,357.74
12/03/2021	Overwatch Traffic Services	Traffic management services - various locations	\$ 7,540.12
19/03/2021	Owners of Strata Plan 70496 Beaufort St	Refund of infrastructure bond	\$ 2,000.00
19/03/2021	Oxford Pharma Pty Ltd	Crossover subsidy	\$ 300.00
31/03/2021	P A Reddingius	Expense reimbursement - fuel for City vehicle paid from personal funds	\$ 44.57
22/03/2021	P Cicanese	Expense reimbursement - court parking costs and company search	\$ 79.50
09/03/2021	P Lonsdale	Part refund of dog registration	\$ 150.00
09/03/2021	P Rose	Pigeon removal - BPLC	\$ 1,000.00
19/03/2021	P Stokes	Fitness instructor fees	\$ 90.00
22/03/2021	P.R. King & Sons Pty Ltd	Platform lift service - Mount Hawthorn Community Centre	\$ 440.00
31/03/2021	Parks and Leisure Australia	Staff training - Updated playground standards webinar	\$ 22.00
12/03/2021	Paula Hart	COVID-19 acquisitional arts grant - public art project (part payment)	\$ 1,650.00
09/03/2021	PeopleSense by Altius	Counselling services	\$ 2,189.00
31/03/2021	PeopleSense by Altius	Counselling services	\$ 2,189.00
31/03/2021	Perth Executive Properties	Rates refund - due to overpayment	\$ 636.38
09/03/2021	Perth Sail Shades & Umbrellas	Install stainless steel cable between pools for future netting screen - BPLC	\$ 506.00
19/03/2021	Planning Institute Australia	Registration - International Women's day breakfast	\$ 50.00
09/03/2021	Poolshop Online Pty Ltd	Pool chemicals - BPLC	\$ 1,694.00
19/03/2021	Poolshop Online Pty Ltd	Pool chemicals - BPLC	\$ 1,270.50
09/03/2021	Pressure Masters	Purchase of pressure cleaner - Depot	\$ 4,609.00
09/03/2021	Print and Sign Co	Printing services - various departments	\$ 268.84
19/03/2021	Print and Sign Co	Printing services - various departments	\$ 2,057.11
31/03/2021	Pro Crack Seal	Asphalt sealing services - various locations	\$ 2,337.50
09/03/2021	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 6,578.00
19/03/2021	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 2,013.00
31/03/2021	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 3,872.00
19/03/2021	Proficiency Group Pty Ltd	Information management and ICT support services	\$ 316.25
09/03/2021	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 3,789.02
12/03/2021	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 8,299.31
22/03/2021	Programmed Integrated Workforce Ltd	Temporary staff - Engineering	\$ 1,805.28

Page 11 of 17

Date	Payee	Description	Amount
31/03/2021	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 6,107.94
09/03/2021	Programmed Skilled Workforce Limited	Temporary staff - Engineering	\$ 6,074.07
19/03/2021	Programmed Skilled Workforce Limited	Temporary staff - Engineering	\$ 5,026.82
31/03/2021	Programmed Skilled Workforce Limited	Temporary staff - Engineering	\$ 2,792.68
09/03/2021	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 1,333.42
12/03/2021	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 1,944.53
19/03/2021	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 1,681.08
09/03/2021	PTS Town Planning Pty Ltd	Refund of planning application fee	\$ 295.00
19/03/2021	Quality Press	Printing services - business cards	\$ 108.90
19/03/2021	R Dagostino	Expense reimbursement - Certificate IV in fitness (50% cost)	\$ 1,495.00
09/03/2021	R Miyazaki	Part refund of Beatty Park Leisure Centre fees	\$ 327.35
09/03/2021	R Rechichi	Refund of infrastructure bond	\$ 5,275.00
09/03/2021	Rada & Neso Services	Cleaning services - BPLC	\$ 10,300.00
19/03/2021	Rada & Neso Services	Cleaning services - BPLC	\$ 9,600.00
19/03/2021	Raeco	Library supplies - bookends	\$ 121.00
09/03/2021	Rawlinsons Publishing	Supply of Australian construction handbook 2021	\$ 450.00
31/03/2021	Raymond Sleeman	Fitness instructor fees	\$ 341.04
19/03/2021	REALMstudios Pty Ltd	Planning project - Britannia North West Reserve	\$ 1,600.00
19/03/2021	Reece's Event Hire	Hire of marquee for 12 metre pool - BPLC	\$ 2,800.01
09/03/2021	Regents Commercial	Rent and variable outgoings - Barlee Street car park; management fee shortfall 2019/20	\$ 10,319.34
19/03/2021	Regents Commercial	Rent and variable outgoings - Barlee Street car park	\$ 6,683.38
31/03/2021	Regents Commercial	Rent - Barlee Street car park	\$ 6,050.00
19/03/2021	Renew Property Maintenance	Clearing rights of way and tipping fees - various locations	\$ 12,287.00
31/03/2021	Repco	Auto part supplies	\$ 230.04
09/03/2021	Repeat Plastics (WA)	Supply of bollards	\$ 3,049.20
19/03/2021	Retech Rubber	Repairs to soft fall play area - various locations	\$ 1,149.50
09/03/2021	Richard Harrison	Bee removal services - various locations	\$ 300.00
31/03/2021	Richard Harrison	Bee removal services - Britannia Road	\$ 150.00
22/03/2021	Riskwest	Professional fees - risk management framework	\$ 10,133.20
19/03/2021	Roadline Removal (WA)	Line marking removal services - various locations	\$ 825.00
09/03/2021	Rockwater Pty Ltd	Geothermal monitoring review - BPLC	\$ 4,106.30
31/03/2021	Rotary Club Of North Perth Inc.	Festival and event sponsorship - Hyde Park Fair 2021	\$ 11,000.00
19/03/2021	RPG Auto Electrics	Plant repairs and maintenance	\$ 1,802.19
31/03/2021	RPG Auto Electrics	Plant repairs and maintenance	\$ 1,104.77
19/03/2021	RTRfm 92.1	Festival and event sponsorship - Neon Picnic 2021	\$ 4,400.00
19/03/2021	Rubek Automatic Doors	Bi-annual service of automatic doors - various locations	\$ 2,404.60
19/03/2021	S Bottecchia	Part refund of dog registration	\$ 150.00
09/03/2021	S M Aniere	Refund of infrastructure bond	\$ 500.00

Date	Payee	Description	Amount
31/03/2021	S M Armstrong	Service geothermal filter - BPLC	\$ 259.60
12/03/2021	S Patchett	Fitness instructor fees	\$ 135.00
19/03/2021	S Patchett	Fitness instructor fees	\$ 360.00
31/03/2021	S Patchett	Fitness instructor fees	\$ 315.00
09/03/2021	SAI Global Pty Limited	Annual online standards subscription renewal	\$ 2,731.30
09/03/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 8,921.00
31/03/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 3,333.00
31/03/2021	Sanax Medical & First Aid Supplies	First aid supplies - BPLC	\$ 347.18
19/03/2021	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 532.00
09/03/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$ 307.12
19/03/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$ 373.99
19/03/2021	Scarboro Toyota	Vehicle service and repairs	\$ 330.21
09/03/2021	Sean Cappeau	Installation of stickers on signage - HBF Park	\$ 2,424.00
19/03/2021	Sean Cappeau	Installation of stickers on signage - HBF Park	\$ 1,209.00
19/03/2021	Securus	Security services - various locations	\$ 1,987.04
31/03/2021	Shaaron Taylor	Fitness instructor fees	\$ 195.00
19/03/2021	Shop for Shops	Pricing stickers - BPLC	\$ 167.50
09/03/2021	Sigma Chemicals	Pool chemicals - BPLC	\$ 2,080.53
19/03/2021	Sigma Chemicals	Pool chemicals - BPLC	\$ 278.52
19/03/2021	Skateboarding WA	Skateboard clinic - Leederville Skate Park	\$ 770.00
02/03/2021	Smartsalary Pty Limited	Payroll deduction	\$ 675.58
10/03/2021	Smartsalary Pty Limited	Payroll deduction	\$ 675.58
23/03/2021	Smartsalary Pty Limited	Payroll deduction	\$ 675.58
09/03/2021	Soundtown	Repairs to PA system - BPLC	\$ 132.00
19/03/2021	Soundtown	Repairs to PA system - BPLC	\$ 105.60
09/03/2021	Source Foods	Catering for City event - training and development	\$ 340.00
31/03/2021	Source Foods	Catering for City event - training and development	\$ 195.00
22/03/2021	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	\$ 660.00
09/03/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 8,537.10
19/03/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 7,564.70
09/03/2021	Sportsworld Of WA	Merchandise - BPLC	\$ 2,817.10
12/03/2021	Sportsworld Of WA	Merchandise - BPLC	\$ 734.25
19/03/2021	Sportsworld Of WA	Merchandise - BPLC	\$ 5,953.75
31/03/2021	Sportsworld Of WA	Merchandise - BPLC	\$ 465.30
09/03/2021	St John Ambulance Western Australia Ltd	Refill first aid kit for City truck	\$ 84.10
08/03/2021	Steeg Banham Superannuation Fund	Superannuation	\$ 254.76
31/03/2021	Stott Hoare	Supply of computers and accessories	\$ 17,979.50
31/03/2021	StrataGreen	Garden equipment supplies - sprayers	\$ 910.80
31/03/2021	Stratton Realty	Rates refund - due to overpayment	\$ 401.29

Date	Payee	Description	Amount
19/03/2021	Subiaco Football Club Inc.	Festival and event sponsorship 2020/21; repayment of 2019/20 sponsorship bond	\$ 8,250.00
22/03/2021	Subthermal Solutions Pty Ltd	Geothermal consultancy - BPLC	\$ 5,500.00
09/03/2021	Suez Recycling & Recovery Pty Ltd	Waste collection - BPLC	\$ 1,258.40
19/03/2021	Suez Recycling & Recovery Pty Ltd	Waste collection - BPLC	\$ 1,130.80
08/03/2021	SuperChoice Services Pty Ltd	Superannuation	\$ 224,312.61
31/03/2021	Suzette Collective Pty Ltd	Music performance - Shady Sounds youth event	\$ 300.00
09/03/2021	Synergy	Electricity and gas charges - various locations	\$ 85,327.18
12/03/2021	Synergy	Electricity and gas charges - various locations	\$ 12,175.29
19/03/2021	Synergy	Electricity and gas charges - various locations	\$ 66,099.77
22/03/2021	Synergy	Electricity and gas charges - various locations	\$ 33,286.30
31/03/2021	Synergy	Electricity and gas charges - various locations	\$ 22,687.09
31/03/2021	T D Tran	Part refund of Beatty Park Leisure Centre fees	\$ 79.48
09/03/2021	T M Sim	Rates refund - due to overpayment	\$ 218.76
31/03/2021	T M Vu	Refund of infrastructure bond	\$ 500.00
19/03/2021	T P Poh	Part refund of Beatty Park Leisure Centre fees	\$ 68.85
19/03/2021	Tabata Australia Pty Ltd	Merchandise - BPLC	\$ 806.40
09/03/2021	Tamala Park Regional Council	GST for sale of land - two months	\$ 2,056.78
31/03/2021	Tamala Park Regional Council	GST for sale of land - two months	\$ 10,921.45
19/03/2021	Technology One Ltd	GIS consulting services	\$ 4,312.00
09/03/2021	Teena Smith	Fitness instructor fees	\$ 260.00
12/03/2021	Teena Smith	Fitness instructor fees	\$ 430.00
31/03/2021	Teena Smith	Fitness instructor fees	\$ 380.00
09/03/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 506.75
12/03/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 399.96
22/03/2021	The BBQ Man	BBQ and pressure cleaning services - various locations	\$ 6,117.64
31/03/2021	The de Mol Group of Companies Pty Ltd ATFT DGC Trust t/as TDGC	Electricity reimbursement for CCTV equipment usage	\$ 33.00
31/03/2021	The Oxford Hotel	Catering for City event - workshop	\$ 130.00
19/03/2021	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain; staff training courses and life saving equipment - BPLC	\$ 4,330.18
22/03/2021	The Royal Life Saving Society Western Australia Inc	Maintenance of Hyde Park water playground; staff training courses - BPLC	\$ 5,861.84
08/03/2021	The Trustee for Fergco Family Super Fund	Superannuation	\$ 1,920.74
08/03/2021	The Trustee for Guild Retirement Fund	Superannuation	\$ 532.38
19/03/2021	Thomas Anthony Mondello	DJ services for youth event	\$ 245.00
09/03/2021	Tim Eva's Nursery	Supply of plants	\$ 1,276.00
19/03/2021	TJ Depiazzi & Sons	Supply of mulch	\$ 6,982.80
31/03/2021	TJ Depiazzi & Sons	Supply of mulch	\$ 3,491.40
09/03/2021	Tom Lawton - Bobcat Hire	Bobcat hire and tipping fees	\$ 11,210.40

Date	Payee	Description	Amount
19/03/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 5,028.10
22/03/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 859.10
31/03/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 7,710.45
09/03/2021	Tools n Things Library Inc	Community grant - Tools n Things launch	\$ 4,342.50
19/03/2021	Total Eden Pty Ltd	Reticulation supplies	\$ 245.29
19/03/2021	Total Packaging WA Pty Ltd	Supply of bin liners	\$ 2,129.60
09/03/2021	Totally Workwear	Uniform supplies - Waste	\$ 199.95
19/03/2021	Totally Workwear	Uniform supplies - various departments	\$ 3,860.36
31/03/2021	Totally Workwear	Uniform supplies - Parks	\$ 249.75
09/03/2021	Town of Victoria Park	COV contribution for working group advocacy paper	\$ 2,649.90
19/03/2021	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Supply and install traffic control products - various locations	\$ 1,149.50
09/03/2021	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance and water treatment - BPLC	\$ 1,853.17
19/03/2021	Trisley's Hydraulic Services Pty Ltd	Water treatment - BPLC	\$ 594.00
31/03/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 3,049.64
19/03/2021	Turfmaster Facility Management	Turf maintenance - various locations	\$ 21,741.04
09/03/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$ 1,718.20
31/03/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$ 5,830.20
09/03/2021	Unicare Health	Disability hoist repairs - BPLC	\$ 590.50
09/03/2021	Universal Diggers	Plant hire - Depot	\$ 871.75
19/03/2021	Universal Diggers	Plant hire - Depot	\$ 18,313.63
31/03/2021	Universal Diggers	Plant hire - Depot	\$ 5,511.00
31/03/2021	Vorgee Pty Ltd	Merchandise - BPLC	\$ 2,482.92
19/03/2021	W.A. Hino Sales & Service	Plant repairs and maintenance	\$ 843.10
09/03/2021	WA Library Supplies	Library supplies - book covering	\$ 79.95
19/03/2021	WA Library Supplies	Library supplies - spine labels	\$ 92.10
31/03/2021	WA Safety Tape & Mesh	Supply of barricade tape	\$ 924.00
09/03/2021	WALGA	Council Connect website customisation	\$ 5,676.00
19/03/2021	WALGA	Staff training - Effective letter and report writing	\$ 578.00
19/03/2021	WARP Traffic Management	Traffic management services- Brisbane/William Street	\$ 2,069.11
09/03/2021	Water Corporation	Water charges - various locations	\$ 16,052.03
12/03/2021	Water Corporation	Water charges - various locations	\$ 3,888.07
19/03/2021	Water Corporation	Water charges - various locations	\$ 7,343.34
22/03/2021	Water Corporation	Water charges - various locations	\$ 18,234.63
31/03/2021	Water Corporation	Water charges - various locations	\$ 2,694.56
09/03/2021	Way Funky Company Pty Ltd	Merchandise - BPLC	\$ 294.66
31/03/2021	Way Funky Company Pty Ltd	Merchandise - BPLC	\$ 7,911.53
19/03/2021	WC Convenience Management Pty Ltd	Maintenance of exelooos - various locations	\$ 3,992.44
09/03/2021	Webb & Brown-Neaves Pty Ltd	Refund of infrastructure bond	\$ 4,275.00
31/03/2021	Webb & Brown-Neaves Pty Ltd	Refund of infrastructure bond	\$ 1,500.00

Page 15 of 17

Date	Payee	Description	Amount
09/03/2021	West Australian Newspapers Limited	Newspapers for resale	\$ 322.64
12/03/2021	West Australian Newspapers Limited	Newspapers for resale	\$ 88.42
22/03/2021	West Australian Newspapers Limited	Newspapers for resale	\$ 152.12
31/03/2021	West Australian Newspapers Limited	Newspapers for resale	\$ 76.06
19/03/2021	West Australian Young Readers' Book Award	Promotional items - Library	\$ 40.50
19/03/2021	West Coast Profilers Pty Ltd	Profiling services - Lake Street	\$ 7,370.00
31/03/2021	West Coast Profilers Pty Ltd	Profiling services - The Boulevard	\$ 7,456.31
09/03/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - various locations	\$ 490.60
19/03/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - BPLC	\$ 484.00
31/03/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Recreation Centre	\$ 192.50
31/03/2021	Weststyle Design & Development	Refund of infrastructure bond	\$ 2,275.00
09/03/2021	West-Sure Group Pty Ltd	Cash collection services - BPLC	\$ 125.40
19/03/2021	West-Sure Group Pty Ltd	Cash collection services - various locations	\$ 1,492.26
09/03/2021	Wheelers Books	Supply of library books	\$ 450.33
22/03/2021	Wheelers Books	Supply of library books	\$ 149.45
31/03/2021	Wheelers Books	Supply of library books	\$ 254.93
19/03/2021	Wilson Security	Security services - various locations	\$ 170.50
09/03/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 6,353.89
12/03/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 229.46
19/03/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 4,486.79
31/03/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 188.93
19/03/2021	Without Walls Inc	Refund of key deposit	\$ 300.00
09/03/2021	Woodlands Distributors Pty Ltd	Supply of compostable dog waste bags	\$ 7,319.40
19/03/2021	Work Metrics Pty Ltd	Online inductions - BPLC	\$ 110.00
09/03/2021	Workwear Group Pty Ltd	Uniform supplies - Library	\$ 131.88
09/03/2021	Worldwide East Perth	Printing services - various	\$ 1,237.50
19/03/2021	Worldwide East Perth	Printing services - postcards	\$ 99.00
31/03/2021	Worldwide East Perth	Printing services - various	\$ 1,936.00
09/03/2021	Xceed Real Estate	Rates refund - due to overpayment	\$ 721.15
12/03/2021	YogaNut	Fitness instructor fees	\$ 360.00
31/03/2021	YogaNut	Fitness instructor fees	\$ 240.00
12/03/2021	Yolande Gomez	Fitness instructor fees	\$ 317.36
31/03/2021	Yolande Gomez	Fitness instructor fees	\$ 440.52
09/03/2021	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - various departments	\$ 4,903.59
19/03/2021	Zipform	Rates notices 2020/21 - 4th instalment	\$ 6,581.89
09/03/2021	Zoho Corporation Pty Ltd	Annual subscription - ManageEngine	\$ 2,189.00
			\$ 6,387,874.66
Payroll			

Date	Payee	Description	Amount
02/03/21	Pay 18		\$ 595,225.41
05/03/21	Ad hoc		\$ 462.62
16/03/21	Pay 19		\$ 630,767.12
30/03/21	Pay 20		\$ 620,719.53
Total Payroll			\$ 1,847,174.68
Total Payments			\$ 8,235,049.34

Creditors Report - Payments by Cheque				
01/03/21 to 31/03/21				
Creditor	Date	Payee	Description	Amount
00082654	09/03/2021	Commissioner of State Revenue	Refund for rates and ESL rebate	\$ 210.25
00082655	16/03/2021	Petty Cash - Finance	Petty cash recoup	\$ 404.65
00082656	24/03/2021	Petty Cash - Library	Petty cash recoup	\$ 136.35
00082657	30/03/2021	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 213.90
				\$ 965.15
Cancelled Cheques				
00082626	28/10/2020	M Tognini	Cheque lost and repaid by EFT on 11/03/21	-\$ 250.00
Total Cancelled Cheques				-\$ 250.00
Total Nett Cheque Payments				\$ 715.15

Creditors Report - Payments by Direct Debit				
01/03/21 to 31/03/21				
Credit Card Transactions for the Period 6 February 2021 - 9 March 2021				
Card Holder	Date	Payee	Description	Amount
CEO	05/03/2021	West Australian Newspapers Limited	Newspaper subscription	\$ 83.60
Director Strategy & Development	04/03/2021	ASIC	Company search	\$ 9.00
Director Infrastructure & Environment	12/02/2021	SP Au	PPE - reusable masks and replacement filters	\$ 150.00
Manager ICT	06/02/2021	Exclaimer	Software subscription and support	\$ 978.00
	19/02/2021	Zoom.com	Video conferencing	\$ 369.47
	01/03/2021	Safetyculture	Mobile inspection application	\$ 52.80
	02/03/2021	Assetsonar.com	IT asset management software	\$ 259.79
	02/03/2021	International transaction fee	IT asset management software	\$ 6.49
	05/03/2021	Sendgrid	Application programming interface software	\$ 116.04
	05/03/2021	International transaction fee	Application programming interface software	\$ 2.90
				\$ 1,785.49
Manager Community Partnerships	04/03/2021	Booktopia Pty Ltd	Refund for book	-\$ 39.25
Procurement and Contracts Officer	10/02/2021	Mailchimp	Email campaign	\$ 366.62
	15/02/2021	Shutterstock	Image download subscription	\$ 99.00
	22/02/2021	Asana.com	Subscription - work flow graphic design tool	\$ 787.20
	22/02/2021	International transaction fee	Subscription - work flow graphic design tool	\$ 19.68
	05/03/2021	Facebook	Advertising	\$ 14.61
				\$ 1,287.11
Total Corporate Credit Cards				\$ 3,275.95
Direct Debits				
Lease Fees	23/03/2021	Pitney Bowes Leasing	Postal scales	\$ 395.84
Loan Repayments		Treasury Corporation	Loftus Underground Car Park and Beatty Park Leisure	\$ 100,782.60
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 19,303.30
Total Direct Debits including Credit Cards				\$ 123,757.69

11.2 INVESTMENT REPORT AS AT 31 MARCH 2021

Attachments: 1. Investment Statistics as at 31 March 2021  

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 March 2021 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 March 2021 and the interest amounts 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:**Summary of key investment decisions in this reporting period**

- A new term deposit has been opened with Defence Bank which is a non fossil fuel investment bank. The deposit relates to the City's reserve funds.
 - (a)
- The City's non-fossil fuel exposure has maintained its low levels for the past few months due to the following reasons:
 - Record low interest rates offered by banks divested in fossil fuel activities; and
 - Smaller divested banks have capped the number of term deposits they can undertake due to surplus cash positions primarily fuelled by low borrowing costs in the market.

Investment Status

As at 31 March 2021, the total funds held in the City's operating account (including on call) is \$35,043,974. Interest bearing term deposits account for \$33,515,536 and the remaining \$1,528,439 is held in a non-interest bearing account.

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

Month Ended	2019/20		2020/21	
	Total funds held	Total term deposits	Total funds held	Total term deposits
July	\$32,209,493	\$26,105,854	\$21,740,955	\$17,906,824
August	\$49,641,327	\$44,977,692	\$26,788,392	\$16,238,861
September	\$44,876,698	\$41,017,535	\$38,460,372	\$23,921,321
October	\$46,846,286	\$37,782,515	\$37,495,284	\$34,251,899
November	\$46,118,236	\$36,123,083	\$39,183,018	\$35,651,552
December	\$38,557,295	\$34,633,796	\$38,061,941	\$33,065,398
January	\$37,915,806	\$33,773,707	\$38,678,150	\$33,457,047

Month Ended	2019/20		2020/21	
	Total funds held	Total term deposits	Total funds held	Total term deposits
February	\$35,377,640	\$33,681,961	\$38,487,371	\$30,813,182
March	\$33,969,162	\$28,466,025	\$35,043,974	\$31,443,637
April	\$30,832,893	\$25,975,451		
May	\$28,935,398	\$22,319,031		
June	\$25,079,463	\$17,565,310		

Interest Status

Total accrued interest earned on investments as at 31 March 2021 is:

Total Accrued Interest Earned on Investment	Original Budget	Revised Budget	Budget YTD	Actual YTD	% of FY Budget
Municipal	\$230,000	\$100,000	\$54,840	\$55,575	101.34%
Reserve	\$180,205	\$130,205	\$115,865	\$69,340	59.85%
Subtotal	\$410,205	\$230,205	\$170,705	\$124,915	73.18%
Leederville Gardens Inc. Surplus Trust*	\$0	\$0	\$0	\$57,115	0.00%
Total	\$410,205	\$230,205	\$170,705	\$182,030	106.63%

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2020/21 Budget as actual interest earned is restricted.

The City has a weighted average interest rate of 0.51% for current investments whereas the Reserve Bank 90 days accepted bill rate for March 2021 is 0.03%. Further Commonwealth bank have advised Administration that the online Saver interest rate of 0.2% will be reduced to 0.1% from the 1st April 2021.

Due to the impact of the current economic situation the interest forecast will be adjusted in the third Budget review in May 2021.

Sustainable Investments

The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. The City can increase the number of non-fossil fuel lenders but will potentially result in a lower rate of return.

Administration utilises 'Market Forces' to ascertain the level of exposure banks have in fossil fuel activities and utilises a platform called 'Yield Hub' to determine daily interest rates published by banks.

As at 31 March 2021, \$1,191,330 (3.4%) of the City's non fossil fuel investments was held at Defence Bank, considered to be divested in non-fossil fuel related activities. In February 2021, the City had \$2m in divested funds, however these funds had to be re-invested in March. At the point of re-investment only \$1.1m was available to be re-invested as the balance of the funds was required to fund capital projects.

Investment Guideline update

Administration has updated the investment guidelines which is the supplementary document to the Council Investment Policy. The new investment guidelines conform with the Investment policy objective to give preference to institutions that:

- are assessed to have a higher social and environmental responsibility rating; and
- 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.

As a result, the maximum exposure limits to divested institutions have been increased to 90% as reflected in the below table. The majority of divested institutions lie within A2 and A1 categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio		
	Guideline	Current position	Old Guideline	New Guideline	Current position
A1+	30%	10.2%	90%	90%	49.3
A-1	25%	9.6%	80%	90%	9.6%
A-2	20%	17.8%	60%	90%	41.1%
					100%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

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.

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.

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:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

This report has no implication on the priority health outcomes of the City's Public Health Plan 2020-2025.

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 PORTFOLIO
AS AT 31 MARCH 2021**

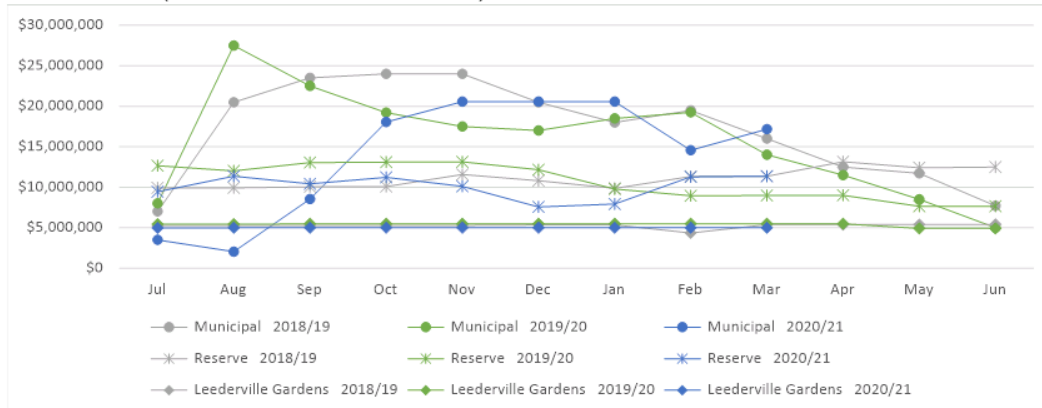
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	1,528,439	0	0	1,528,439	4.4%
Online Saver	2,071,899	0	0	2,071,899	5.9%
Term Deposits	15,100,000	11,356,361	4,987,276	31,443,637	89.7%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%
BY INSTITUTION					
Bank of Queensland	6,100,000	0	899,629	6,999,629	20.0%
Commonwealth Bank of Australia	3,600,337	0	0	3,600,337	10.2%
National Australia Bank	6,500,000	1,500,000	0	8,000,000	22.8%
Westpac Banking Corp	0	1,585,451	4,087,647	5,673,098	16.2%
AMP Bank	2,500,000	3,725,729	0	6,225,729	17.8%
Macquarie Bank	0	3,353,851	0	3,353,851	9.6%
Defense Bank	0	1,191,330	0	1,191,330	3.4%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	10,100,337	3,085,451	4,087,647	17,273,435	49.3%
A-1	0	3,353,851	0	3,353,851	9.6%
A-2	8,600,000	4,917,059	899,629	14,416,688	41.1%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%
BY TERMS					
0-30 days	3,600,337	0	0	3,600,337	10.3%
91-180 days	10,600,000	853,851	0	11,453,851	32.7%
181-270 days	4,500,000	5,776,781	0	10,276,781	29.3%
270-365 days	0	4,725,729	4,987,276	9,713,005	27.7%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%
BY MATURITY					
0-30 days	5,600,337	1,585,451	0	7,185,788	20.5%
31-90 days	4,000,000	2,653,851	2,147,499	8,801,350	25.1%
91-180 days	6,600,000	4,925,729	1,940,148	13,465,877	38.4%
181-270 days	2,500,000	2,191,330	899,629	5,590,959	16.0%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%
BY FOSSIL FUEL EXPOSURE (as determined by www.marketforces.org.au)					
Fossil Fuel Lending	18,700,337	10,165,031	4,987,276	33,852,644	96.6%
Non Fossil Fuel Lending	0	1,191,330	0	1,191,330	3.4%
	18,700,337	11,356,361	4,987,276	35,043,974	100.0%

**CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 31 MARCH 2021**

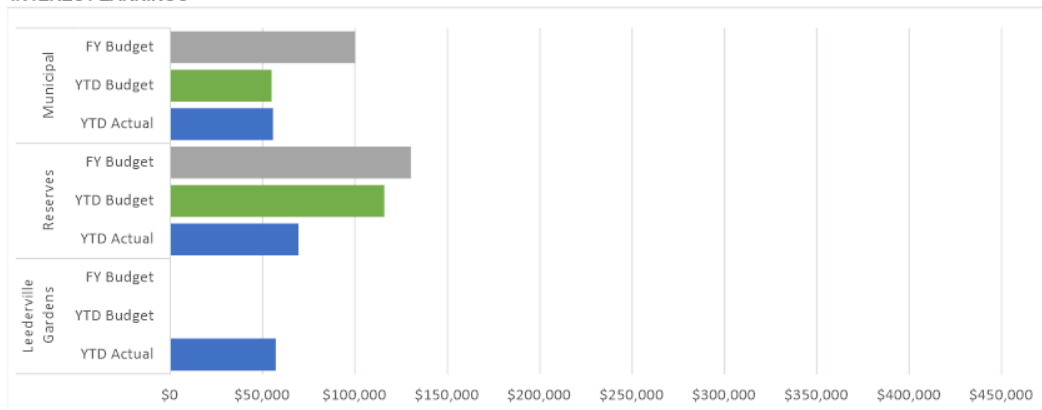
Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>						
Municipal	Commonwealth Bank of Australia				0.00%	1,528,439
Total Operating Funds						1,528,439
<u>ONLINE SAVER</u>						
Municipal	Commonwealth Bank of Australia		Ongoing		0.20%	2,071,899
Total						2,071,899
<u>TERM DEPOSITS</u>						
Leederville Gardens Inc Surplus Trust	Westpac Banking Corp	22/07/2020	28/06/2021	341	0.95%	2,147,499
Reserve	Westpac Banking Corp	18/08/2020	12/04/2021	237	0.75%	1,585,451
Reserve	AMP Bank	18/08/2020	17/05/2021	272	0.80%	1,800,000
Leederville Gardens Inc Surplus Trust	Westpac Banking Corp	01/09/2020	16/08/2021	349	0.80%	1,940,148
Reserve	AMP Bank	27/10/2020	29/07/2021	275	0.55%	1,925,729
Municipal	Bank of Queensland	27/10/2020	27/04/2021	182	0.50%	2,000,000
Municipal	AMP Bank	26/11/2020	24/05/2021	179	0.70%	2,500,000
Municipal	Bank of Queensland	29/01/2021	28/06/2021	150	0.30%	1,500,000
Municipal	National Australia Bank	29/01/2021	26/07/2021	178	0.30%	1,500,000
Reserve	National Australia Bank	29/01/2021	20/09/2021	234	0.30%	1,500,000
Reserve	Macquarie Bank	01/02/2021	16/08/2021	196	0.30%	1,500,000
Reserve	Macquarie Bank	01/02/2021	01/11/2021	273	0.55%	1,000,000
Reserve	Macquarie Bank	01/02/2021	15/06/2021	134	0.45%	853,851
Leederville Gardens Inc Surplus Trust	Bank of Queensland	18/03/2021	20/12/2021	277	0.40%	899,629
Municipal	Bank of Queensland	18/03/2021	13/09/2021	179	0.40%	2,600,000
Reserve	Defense Bank	18/03/2021	13/12/2021	270	0.37%	1,191,330
Municipal	National Australia Bank	18/03/2021	16/08/2021	151	0.30%	2,500,000
Municipal	National Australia Bank	18/03/2021	18/10/2021	214	0.31%	2,500,000
Total Term Deposits						31,443,637
Total Investment Including At Call						35,043,974

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 MARCH 2021**

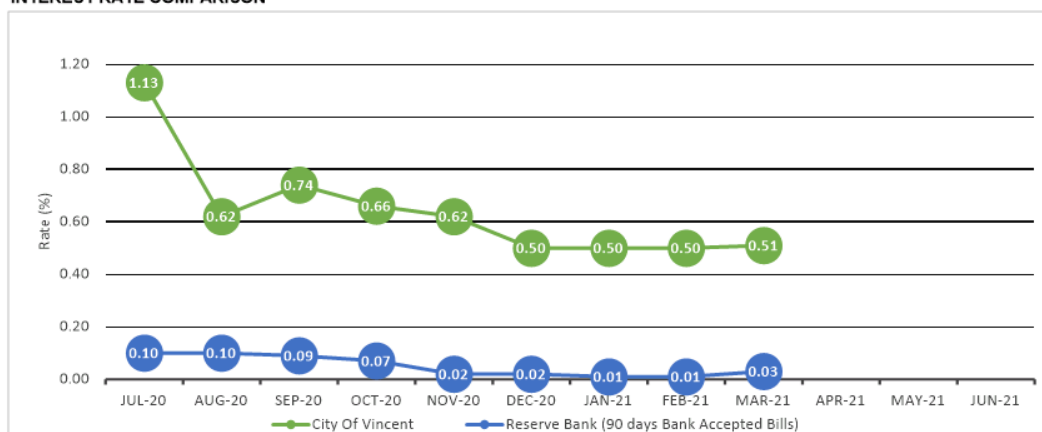
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS

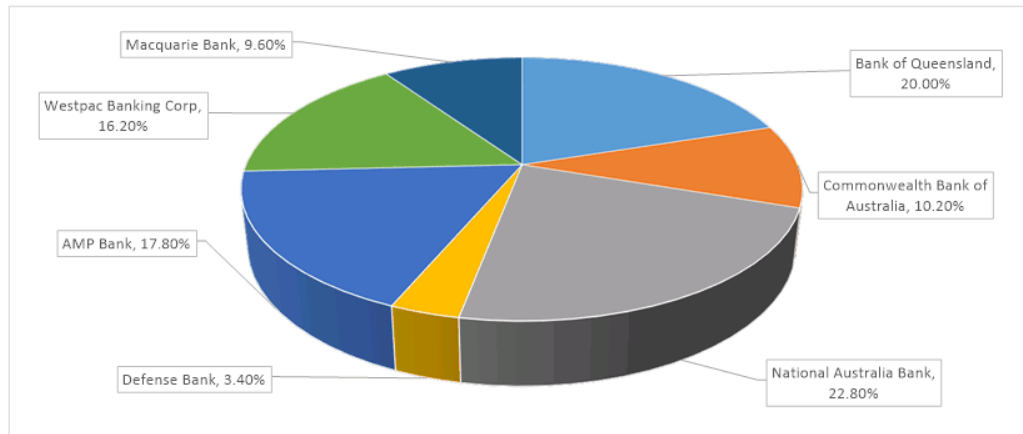


INTEREST RATE COMPARISON

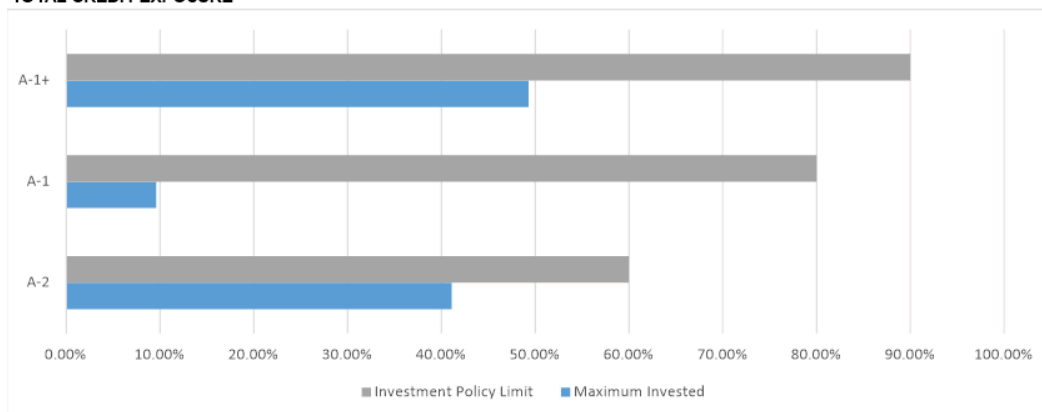


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 MARCH 2021**

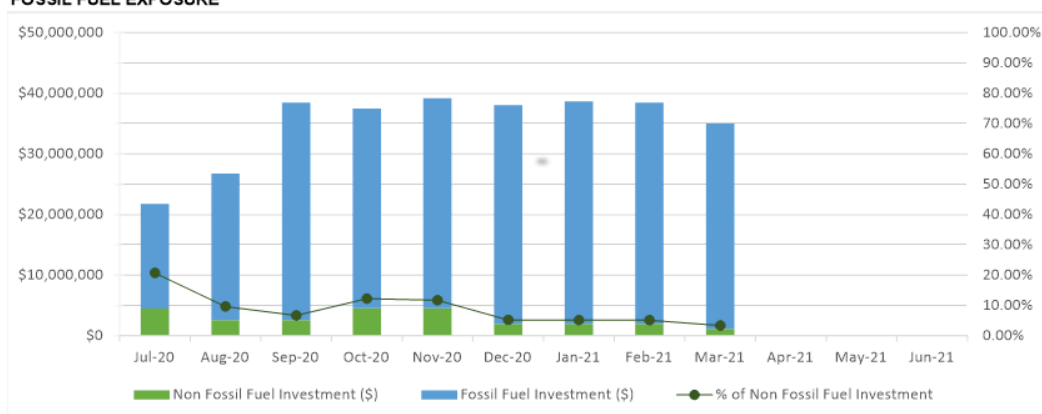
TOTAL PORTFOLIO EXPOSURE



TOTAL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



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

**CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 31 MARCH 2021**

	YTD 31/03/2021 \$	YTD 31/03/2020 \$	FY 2020/21 \$	FY 2019/20 \$
MUNICIPAL FUNDS				
Budget	54,840	277,497	100,000	250,000
Interest Earnings	55,575	254,209	55,575	297,684
% Income to Budget	101.34%	91.61%	55.58%	119.07%
RESERVE FUNDS				
Budget	115,865	209,016	130,205	200,000
Interest Earnings	69,340	186,860	69,340	223,720
% Income to Budget	59.85%	89.40%	53.25%	111.86%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	57,115	81,184	49,098	29,316
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	170,705	486,513	230,205	450,000
Interest Earnings	182,030	522,253	174,013	550,720
% Income to Budget	106.63%	107.35%	75.59%	122.38%
Variance	11,325	35,740	(56,192)	100,720
% Variance to Budget	6.63%	7.35%	-24.41%	22.38%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	170,705	486,513	230,205	450,000
Interest Earnings	124,915	441,069	124,915	521,404
% Income to Budget	73.18%	90.66%	54.26%	115.87%
Variance	(45,790)	(45,444)	(105,290)	71,404
% Variance to Budget	-26.82%	-9.34%	-45.74%	15.87%

11.3 FINANCIAL STATEMENTS AS AT 31 MARCH 2021

Attachments: 1. Financial Statements as at 31 March 2021  

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 31 March 2021 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 March 2021.

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 31 March 2021: -

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	6-46
5.	Capital Expenditure including Funding graph and Capital Works Schedule	47-52
6.	Cash Backed Reserves	53
7.	Rating Information and Graph	54-55
8.	Debtors Report	56
9.	Beatty Park Leisure Centre Financial Position	57

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 favourable compared to the YTD budget by \$2,290,164 (17.2%). The following items materially contributed to this position:

- A favourable variance of \$467,446 relating to increased revenue from activities at Beatty Park, public halls, and sporting grounds (**Recreation and Culture**) within the City and higher than anticipated Swim School and Retails revenues.
- A favourable variance of \$1,604,610 (**Transport**) for revenue generated from parking activities within the city and grant funding from Main Roads (restricted grant funds) being released to unrestricted grant.

Revenue by Nature or Type is favourable compared to the YTD budget by \$2,387,989 (4.9%). The following items materially contributed to this position: -

- A favourable variance of \$105,811 resulting from increase in interim Rates (**Rates**).
- A favourable variance of \$1,656,993 resulting from increased activity at Beatty Park and parking facilities within the City (**Fees and charges**) and higher than anticipated Swim School and Retail revenues.

Expenditure by Program is favourable, attributed by an under-spend of \$1,840,491 (4.1%) compared to the year-to-date budget. The following items materially contributed to this position: -

- A favourable variance of \$277,931 mainly contributed by a budget to actuals timing variance relating to legal and subscription costs, management & operating initiative programmes in the CEO's section, IT software maintenance and records management **(Governance)**.
- A favourable variance of \$436,245 primarily contributed by a budget to actuals timing variance relating to the provision of waste tipping, bulk verge, and recycling services **(Community Amenities)**.
- A favourable variance of \$284,833 due to timing variance relating to the delivery of events, recreational programmes, and donations. **(Recreation and Culture)**.
- Favourable variance of \$752,538 mainly attributed to reduced vehicle maintenance costs, delay in some scheduled programs and projects as planned and other timing variances relating to various works **(Other Property Services)**.

Expenditure by Nature or Type is favourable, attributed by an under spent of \$1,770,748 (3.9%). The following items materially contributed to this position: -

- There is a favourable variance of \$791,020 primarily attributed to an underspend and timing variance of works (Materials and Contracts):
 - Waste services - \$299,923 relating to tipping, bulk verge & recycling costs.
 - Vehicle maintenance costs - \$130,470 relating to fuel & repairs; and
 - Maintenance works - \$353,000 relating to building maintenance; various sites & street cleaning works.
- Employee costs reflects a favourable variance of \$322,364 mainly attributed to the following items:
 - Staff training courses and agency labour costs yet to be required due to timing variance.
 - Vacant staff positions still to be filled.
- There is a favourable variance of \$529,111 relating to Other Expenditure largely contributed by timing variance in the delivery of works in multiple service areas:
 - Leisure & Strategic planning programmes (Policy & Place services) and Statutory planning services timing variance -\$213,977.
 - Recreational programmes, community arts programmes, community safety programmes, artwork maintenance and public relations timing variance -\$237,034
 - Health Programmes (syringe disposal strategy) and Library services local history programmes timing variance-\$56,287.

Surplus Position – 2020/2021

There is movement in the closing deficit position for 2020/21 from \$553,475 to a surplus of \$21,215 in March 2021. This is attributed to Mid-Year Budget Review adjustments.

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)
2. This statement of financial activity shows operating revenue and expenditure classified by Program
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 – 46)

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 47 - 52)

Below is a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works

	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	%
Land and Buildings	5,865,504	3,147,934	1,342,912	77.1%
Infrastructure Assets	6,332,790	2,995,313	2,438,022	61.5%
Plant and Equipment	398,812	353,550	309,330	22.4%
Furniture and Equipment	1,272,100	801,850	281,240	77.9%
Total	13,869,206	7,298,647	4,371,504	68.5%
FUNDING	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	%
Own Source Funding - Municipal	8,025,873	4,909,497	2,530,948	68.5%
Cash Backed Reserves	3,365,850	380,000	334,549	90.1%
Capital Grant and Contribution	1,704,483	1,236,150	578,574	66.1%
Other (Disposals/Trade In)	773,000	773,000	927,433	-20.0%
Total	13,869,206	7,298,647	4,371,504	68.5%

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

6. Cash Backed Reserves (Note 6 Page 53)

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 31 March 2021 is \$10,646,168.

7. Rating Information (Note 7 Page 54 - 55)

The notices for rates and charges levied for 2019/20 were issued on 7 August 2020. *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	18 September 2020
Second Instalment	18 November 2020
Third Instalment	18 January 2021
Fourth Instalment	18 March 2021

Rates debtors for 2020/21 was raised on 29 July 2020 after the adoption of the budget.

The outstanding rates debtors balance as at 31 March 2021 was \$2,779,910 excluding deferred rates of \$115,535. The outstanding rates percentage as at 31 March 2021 was 7% compared to 5% for the similar period last year. This is comprised of: -

- 56 ratepayers opting to pay their rates by Special Payment Arrangement of weekly, fortnightly, or monthly through direct debit.

- 46 ratepayer hardship deferred rates. Administration is reviewing and finalising the hardship rebate of \$500 for these applications.

8. Receivables (Note 8 Page 56)

Total trade and other receivables as at 31 March 2021 was \$2,139,218

Below is a summary of the significant items with outstanding balance over 90 days: -

- \$1,325,457 (89%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are referred to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

\$971,183 of the unpaid infringements has been transferred to long-term infringement debtors (non-current portion).

\$181,310 has been provided for doubtful debt (Current – Up to 12 months).

\$238,616 has been provided for doubtful debt (Non- Current. Over 12 months). This complies with Australian Accounting standard (AASB 9).

- \$138,326 (9%) 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 their debt over a fixed term of five years.

However, on 8 April 2020, the Minister of Planning WA issued a provision that exempts proponents from making cash in lieu related payments for existing or new non-residential development to the City. This exemption is effective up to the earlier date of either: -

- a) 90 days after the date upon which the State of Emergency Declaration ceases to have effect or is revoked; or
- b) Midnight, 1 May 2023.

- Tenancy related debts have been dealt with in accordance to the direction approved by the City's COVID-19 Committee.
- Health licenses debtors are being followed up with final reminders. Thereafter, the debts will be sent to the debt collectors for further follow up.
-

9. Beatty Park Leisure Centre – Financial Position report (Note 9 Page 57)

As at 31 March 2021, the Centre's operating surplus position was \$28,505 (excluding depreciation) compared to the year to date budgeted deficit amount of \$219,185. This is primarily contributed by the increased activity relating to fitness initiatives at the Centre and increased retail sales.

10. Explanation of Material Variances

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 2020/2021 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 with the above, all material variances as at 31 March 2021 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:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

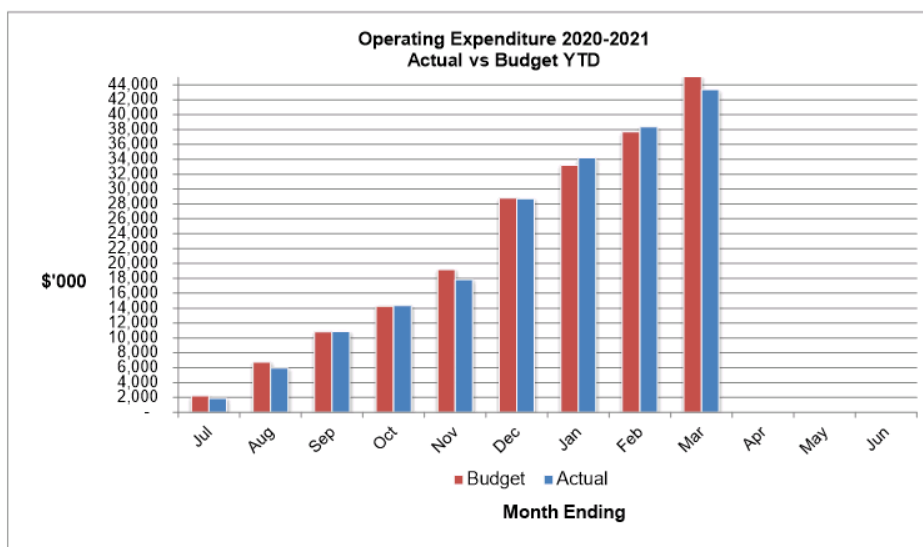
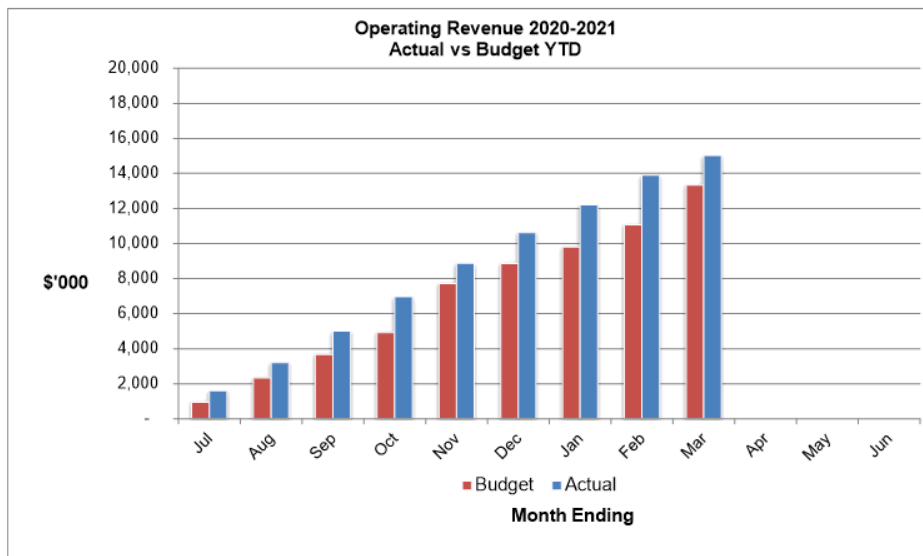
As contained in this report.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
FOR THE PERIOD ENDED 31 MARCH 2021

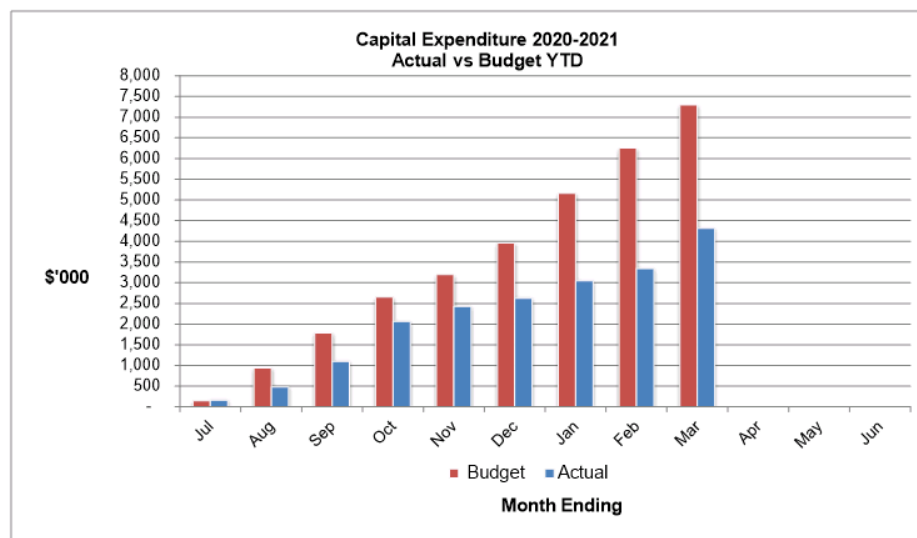
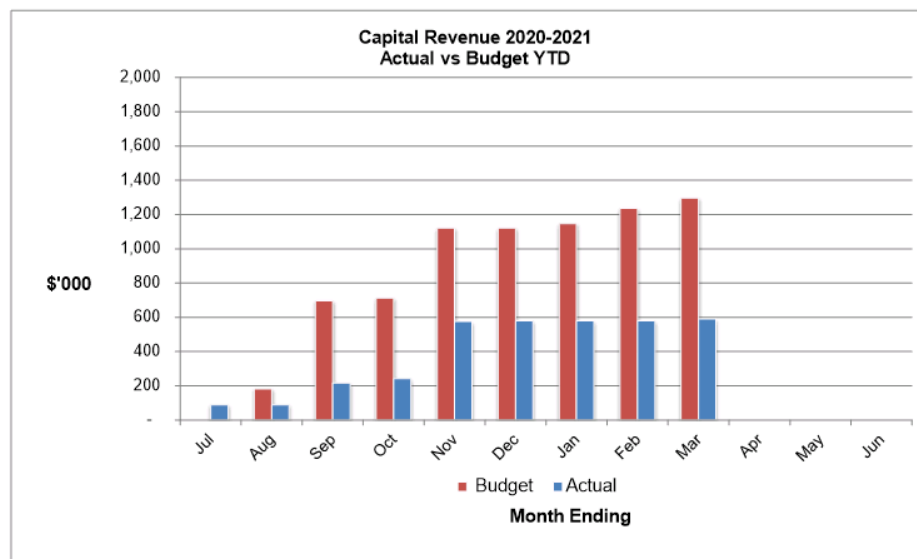


	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance
	2020/21	31/03/2021	31/03/2021		
	\$	\$	\$	\$	%
Opening Funding Surplus/(Deficit)	2,122,499	2,122,499	2,122,499	0	0.0%
Revenue from operating activities					
Governance	58,186	50,186	51,451	1,265	2.5%
General Purpose Funding	1,309,457	1,057,545	1,085,857	28,312	2.7%
Law, Order and Public Safety	282,600	173,488	213,591	40,103	23.1%
Health	356,217	341,355	353,433	12,078	3.5%
Education and Welfare	121,781	96,221	98,086	1,865	1.9%
Community Amenities	835,928	697,839	741,532	43,693	6.3%
Recreation and Culture	7,148,078	5,586,254	6,053,700	467,446	8.4%
Transport	6,728,948	4,866,207	6,470,817	1,604,610	33.0%
Economic Services	249,960	181,168	219,062	37,894	20.9%
Other Property and Services	1,756,783	282,363	335,261	52,898	18.7%
	18,847,938	13,332,626	15,622,790	2,290,164	17.2%
Expenditure from operating activities					
Governance	(3,530,620)	(2,600,850)	(2,322,937)	277,913	-10.7%
General Purpose Funding	(735,956)	(495,640)	(440,562)	55,078	-11.1%
Law, Order and Public Safety	(1,661,608)	(1,223,966)	(1,117,034)	106,932	-8.7%
Health	(1,693,316)	(1,222,977)	(1,145,084)	77,893	-6.4%
Education and Welfare	(355,858)	(266,642)	(300,126)	(33,484)	12.6%
Community Amenities	(12,399,657)	(8,637,900)	(8,201,655)	436,245	-5.1%
Recreation and Culture	(23,311,801)	(17,702,333)	(17,417,500)	284,833	-1.6%
Transport	(13,835,076)	(10,329,102)	(10,528,628)	(199,526)	1.9%
Economic Services	(651,719)	(510,794)	(428,726)	82,068	-16.1%
Other Property and Services	(2,956,133)	(2,206,960)	(1,454,421)	752,539	-34.1%
	(61,131,744)	(45,197,164)	(43,356,673)	1,840,491	-4.1%
Add Deferred Rates Adjustment	0	0	15,886	15,886	0.0%
Add Back Depreciation	14,068,923	10,551,714	10,457,488	(94,226)	-0.9%
Adjust (Profit)/Loss on Asset Disposal	(142,768)	107,232	29,503	(77,729)	-72.5%
Restricted Unspent Grant	600,000				
	14,526,155	10,658,946	10,502,877	(156,069)	-1.5%
Amount attributable to operating activities	(27,757,651)	(21,205,592)	(17,231,006)	3,974,586	-18.7%
Investing Activities					
Non-operating Grants, Subsidies and Contributions	1,715,107	1,296,462	590,743	(705,719)	-54.4%
Purchase Land and Buildings	(5,865,504)	(3,147,934)	(1,342,912)	1,805,022	-57.3%
Purchase Infrastructure Assets	(6,332,790)	(2,995,313)	(2,438,022)	557,291	-18.6%
Purchase Plant and Equipment	(398,812)	(353,550)	(309,330)	44,220	-12.5%
Purchase Furniture and Equipment	(1,272,100)	(801,850)	(281,240)	520,610	-64.9%
Proceeds from Joint Venture Operations	250,000	0	0	0	0.0%
Proceeds from Disposal of Assets	950,733	950,733	937,772	(12,961)	-1.4%
Amount attributable to investing activities	(10,953,366)	(5,051,452)	(2,842,989)	2,208,463	-43.7%
Financing Activities					
Proceeds from Self Supporting Loan	2,500	2,500	0	(2,500)	-100.0%
Principal elements of finance lease payments	(91,377)	(68,532)	(68,533)	(1)	0.0%
Repayment of Debentures	(887,431)	(637,974)	(637,974)	0	0.0%
Proceeds from New Debentures	0	0	0	0	0.0%
Transfer to Reserves	(2,366,450)	(1,522,184)	(1,383,694)	138,490	-9.1%
Transfer from Reserves	4,118,183	1,656,376	1,714,051	57,675	3.5%
Amount attributable to financing activities	775,425	(569,814)	(376,150)	193,664	-34.0%
Surplus/(Deficit) before general rates	(35,813,093)	(24,704,359)	(18,327,646)	6,376,713	-25.8%
Total amount raised from general rates	35,834,308	35,779,181	35,884,992	105,811	0.3%
Closing Funding Surplus/(Deficit)	21,215	11,074,822	17,557,346	6,482,524	58.5%

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY PROGRAM - GRAPH
 AS AT 31 MARCH 2021



CITY OF VINCENT
NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM
AS AT 31 MARCH 2021



CITY OF VINCENT
NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 MARCH 2021



	Revised Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	YTD Variance %
Revenue					
Rates	35,834,308	35,779,181	35,884,992	105,811	0%
Operating Grants, Subsidies and Contributions	1,915,011	534,443	1,076,425	541,982	101.4%
Fees and Charges	14,793,882	11,301,626	12,958,619	1,656,993	14.7%
Interest Earnings	495,705	412,897	405,278	(7,619)	-1.8%
Other Revenue	1,307,835	998,155	1,088,977	90,822	9.1%
	54,346,741	49,026,302	51,414,291	2,387,989	4.9%
Expenses					
Employee Costs	(24,263,354)	(18,010,362)	(17,687,998)	322,364	-1.8%
Materials and Contracts	(16,646,144)	(12,038,777)	(11,247,757)	791,020	-6.6%
Utility Charges	(1,661,940)	(1,198,824)	(1,175,658)	23,166	-1.9%
Depreciation on Non-Current Assets	(14,068,923)	(10,551,714)	(10,457,488)	94,226	-0.9%
Interest Expenses	(491,960)	(329,341)	(318,480)	10,861	-3.3%
Insurance Expenses	(512,653)	(382,719)	(382,719)	0	0.0%
Other Expenditure	(3,294,033)	(2,492,690)	(1,963,579)	529,111	-21.2%
	(60,939,007)	(45,004,427)	(43,233,679)	1,770,748	-3.9%
	(6,592,266)	4,021,875	8,180,612	4,158,737	103.4%
Non-operating Grants, Subsidies and Contributions	1,709,795	1,296,462	590,743	(705,719)	-54.4%
Profit on Disposal of Assets	85,505	85,505	93,491	7,986	9.3%
Loss on Disposal of Assets	(192,737)	(192,737)	(122,994)	69,743	-36.2%
Profit on Assets Held for Sale (TPRC Joint Venture)	250,000	0	0	0	0.0%
	1,852,563	1,189,230	561,240	(627,990)	-52.8%
Net result	(4,739,703)	5,211,105	8,741,852	3,530,747	67.8%
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	(4,739,703)	5,211,105	8,741,852	3,530,747	67.8%

CITY OF VINCENT
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 NOTE 3 - NET CURRENT FUNDING POSITION
 FOR THE PERIOD ENDED 31 MARCH 2021



	Note	YTD Actual 31/03/2021 \$	FY Actual 30/06/2020 \$
Current Assets			
Cash Unrestricted		19,435,016	9,206,624
Cash Restricted		10,646,167	10,976,522
Investments		11,000	11,000
Receivables - Rates	7	2,779,911	1,066,726
Receivables - Other	8	2,139,218	2,626,729
Inventories		208,329	185,473
		<u>35,219,641</u>	<u>24,073,074</u>
Less: Current Liabilities			
Payables		(4,660,916)	(7,934,281)
Provisions - employee		(4,327,220)	(4,378,760)
		<u>(8,988,136)</u>	<u>(12,313,041)</u>
Unadjusted Net Current Assets		26,231,505	11,760,033
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(10,646,168)	(10,976,525)
Less: Restricted- Sundry Debtors(Non-Operating Grant)		0	(600,000)
Less: Shares transferred from non current asset		(11,000)	(11,000)
Add: Current portion of long term borrowings		919,353	887,431
Add: Infringement Debtors transferred to non current asset		971,183	971,183
Add: Current portion of long term finance lease liabilities		92,473	91,377
		<u>(8,674,159)</u>	<u>(9,637,534)</u>
Adjusted Net Current Assets		17,557,346	2,122,499

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Chief Executive Officer						
Chief Executive Officer Expenditure						
Employee Costs	390,409	289,341	287,620	(1,721)	-1%	
Other Employee Costs	25,566	21,495	17,379	(4,116)	-19%	
Other Expenses	120,700	104,702	64,076	(40,626)	-39%	Timing variance on management programmes.
Operating Projects	40,000	15,000	0	(15,000)	-100%	
Chief Executive Officer Expenditure Total	576,675	430,538	369,075	(61,463)	-14%	
Chief Executive Officer Indirect Costs						
Allocations	(551,677)	(385,206)	(369,075)	16,131	-4%	
Chief Executive Officer Indirect Costs Total	(551,677)	(385,206)	(369,075)	16,131	-4%	
Chief Executive Officer Total	24,998	45,332	0	(45,332)	-100%	
Members of Council						
Members Of Council Expenditure						
Employee Costs	124,953	91,110	70,076	(21,034)	-23%	Timing variance.
Other Employee Costs	20,000	15,003	0	(15,003)	-100%	
Other Expenses	352,600	258,100	253,695	(4,405)	-2%	
Members Of Council Expenditure Total	497,553	364,213	323,771	(40,442)	-11%	
Members Of Council Indirect Costs						
Allocations	43,790	31,645	29,821	(1,824)	-6%	
Members Of Council Indirect Costs Total	43,790	31,645	29,821	(1,824)	-6%	
Members of Council Total	541,343	395,858	353,593	(42,265)	-11%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Corporate Strategy and Governance Expenditure</u>						
Corporate Strategy and Governance Expenditure						
Employee Costs	719,283	531,212	528,789	(2,423)	0%	
Other Employee Costs	12,000	9,000	993	(8,007)	-89%	
Other Expenses	148,950	111,726	89,331	(22,395)	-20%	\$17k legal cost not yet required and other variances are individually immaterial.
Operating Projects	67,000	49,500	47,640	(1,860)	-4%	
Corporate Strategy and Governance Expenditure Total	947,213	701,438	666,753	(34,685)	-5%	
Corporate Strategy and Governance Expenditure Total	947,213	701,438	666,753	(34,685)	-5%	
<u>Corporate Strategy and Governance Indirect Costs</u>						
Corporate Strategy and Governance Indirect Costs						
Allocations	379,076	275,037	260,879	(14,158)	-5%	
Corporate Strategy and Governance Indirect Costs Total	379,076	275,037	260,879	(14,158)	-5%	
Corporate Strategy and Governance Indirect Costs Total	379,076	275,037	260,879	(14,158)	-5%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Human Resources						
Human Resources Revenue						
Revenue	(50,000)	(50,000)	(51,265)	(1,265)	3%	
Human Resources Revenue Total	(50,000)	(50,000)	(51,265)	(1,265)	3%	
Human Resources Expenditure						
Employee Costs	857,742	670,470	672,623	2,153	0%	
Other Employee Costs	139,835	105,708	28,330	(77,378)	-73%	Favourable variance - \$12k external recruitment, \$14k training courses and \$20k agency labour cost not required as yet.
Other Expenses	98,829	75,171	50,664	(24,507)	-33%	\$17k timing variance on subscriptions expense.
Human Resources Expenditure Total	1,096,406	851,349	751,618	(95,731)	-12%	
Human Resources Indirect Costs						
Allocations	(1,046,406)	(801,349)	(700,352)	100,997	-13%	
Human Resources Indirect Costs Total	(1,046,406)	(801,349)	(700,352)	100,997	-13%	
Human Resources Total	0	0	0	0	100%	
Information Technology						
Information Technology Expenditure						
Employee Costs	477,030	351,301	316,049	(35,252)	-10%	Favourable variance due to position vacant.
Other Employee Costs	6,000	4,500	527	(3,973)	-88%	
Other Expenses	1,539,900	1,207,003	1,161,913	(45,090)	-4%	
Operating Projects	80,000	60,002	60,532	530	1%	
Information Technology Expenditure Total	2,102,930	1,622,806	1,539,021	(83,785)	-5%	
Information Technology Indirect Costs						
Allocations	(2,102,930)	(1,622,806)	(1,539,021)	83,785	-5%	
Information Technology Indirect Costs Total	(2,102,930)	(1,622,806)	(1,539,021)	83,785	-5%	
Information Technology Total	0	0	0	0	100%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Records Management						
Records Management Revenue						
Revenue	(186)	(186)	(186)	0	0%	
Records Management Revenue Total	(186)	(186)	(186)	0	0%	
Records Management Expenditure						
Employee Costs	286,768	211,274	213,413	2,139	1%	
Other Employee Costs	4,000	2,054	(141)	(2,196)	-107%	
Other Expenses	38,650	25,271	10,246	(15,025)	-59%	
Operating Projects	11,405	11,405	11,405	0	0%	
Records Management Expenditure Total	340,823	250,004	234,923	(15,081)	-6%	
Records Management Indirect Costs						
Allocations	(340,637)	(249,618)	(234,737)	15,081	-6%	
Records Management Indirect Costs Total	(340,637)	(249,618)	(234,737)	15,081	-6%	
Records Management Total	0	0	0	0	100%	
Director Community and Business Services						
Director Community and Business Services						
Revenue	0	0	0	0		
Employee Costs	297,778	220,572	236,988	16,416	7%	
Other Employee Costs	3,671	2,754	1,570	(1,184)	-43%	
Other Expenses	4,250	3,177	1,427	(1,750)	-55%	
Director Community and Business Services Total	305,699	226,503	239,985	13,482	6%	
Director Community and Business Services Total	305,699	226,503	239,985	13,482	6%	
Director Community and Business Ser Indirect Costs						
Director Community and Business Ser Indirect Costs						
Allocations	(305,699)	(226,503)	(239,985)	(13,482)	6%	
Director Community and Business Ser Indirect Costs Total	(305,699)	(226,503)	(239,985)	(13,482)	6%	
Director Community and Business Ser Indirect Costs Total	(305,699)	(226,503)	(239,985)	(13,482)	6%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Finance Services						
Finance Services Revenue						
Revenue	(3,500)	(2,637)	(3,289)	(652)	25%	
Finance Services Revenue Total	(3,500)	(2,637)	(3,289)	(652)	25%	
Finance Services Expenditure						
Employee Costs	928,001	650,533	630,237	(20,296)	-3%	
Other Employee Costs	9,100	5,072	7,622	2,550	50%	
Other Expenses	209,900	(32,752)	36,072	68,824	-210%	Variance due to budget phasing, to be adjusted during 3rd quarter budget review.
Finance Services Expenditure Total	1,147,001	622,853	673,531	51,078	8%	
Finance Services Indirect Costs						
Allocations	(1,143,501)	(620,216)	(670,642)	(50,426)	8%	
Finance Services Indirect Costs Total	(1,143,501)	(620,216)	(670,642)	(50,426)	8%	
Finance Services Total	0	0	0	0	100%	
Insurance Premium						
Insurance Premium Expenditure						
Other Expenses	512,653	382,719	382,719	0	0%	
Insurance Premium Expenditure Total	512,653	382,719	382,719	0	0%	
Insurance Premium Recovery						
Allocations	(512,653)	(382,719)	(382,719)	0	0%	
Insurance Premium Recovery Total	(512,653)	(382,719)	(382,719)	0	0%	
Insurance Premium Total	0	0	0	0		

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Insurance Claim						
Insurance Claim Recoup Revenue	(65,000)	(71,285)	(77,382)	(6,097)	9%	
Insurance Claim Recoup Total	(65,000)	(71,285)	(77,382)	(6,097)	9%	
Insurance Claim Expenditure Other Expenses	5,000	3,690	4,955	1,265	34%	
Insurance Claim Expenditure Total	5,000	3,690	4,955	1,265	34%	
Insurance Claim Total	(60,000)	(67,595)	(72,428)	(4,833)	7%	
Mindarie Regional Council						
Mindarie Regional Council Revenue Revenue	(191,110)	(135,523)	(171,829)	(36,306)	27%	Land sales withholding tax higher than anticipated.
Mindarie Regional Council Revenue Total	(191,110)	(135,523)	(171,829)	(36,306)	27%	
Mindarie Regional Council Expenditure Other Expenses	32,000	32,000	28,617	(3,383)	-11%	
Land - Revaluation Decrement	0	0	0	0		
Mindarie Regional Council Expenditure Total	32,000	32,000	28,617	(3,383)	-11%	
Mindarie Regional Council Total	(159,110)	(103,523)	(143,213)	(39,696)	38%	
General Purpose Revenue						
General Purpose Revenue Revenue	(1,950,201)	(599,119)	(552,628)	46,491	-8%	
General Purpose Revenue Total	(1,950,201)	(599,119)	(552,628)	46,491	-8%	
General Purpose Revenue Total	(1,950,201)	(599,119)	(552,628)	46,491	-8%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Rates Services						
Rates Services Revenue						
Revenue	(36,335,008)	(36,237,607)	(36,418,221)	(180,614)	0%	
Rates Services Revenue Total	(36,335,008)	(36,237,607)	(36,418,221)	(180,614)	0%	
Rates Services Expenditure						
Employee Costs	259,111	190,874	194,557	3,683	2%	
Other Employee Costs	0	0	0	0		
Other Expenses	180,950	161,819	146,602	(15,217)	-9%	
Operating Projects	150,000	37,500	0	(37,500)	-100%	Hardship application under review, to finalise rebates in April 2021
Rates Services Expenditure Total	590,061	390,193	341,159	(49,034)	-13%	
Rates Services Indirect Costs						
Allocations	145,895	105,447	99,403	(6,044)	-6%	
Rates Services Indirect Costs Total	145,895	105,447	99,403	(6,044)	-6%	
Rates Services Total	(35,599,052)	(35,741,967)	(35,977,659)	(235,692)	1%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Marketing and Communications						
Marketing and Communications Revenue						
Revenue	(8,000)	0	0	0		
Marketing and Communications Revenue Total	(8,000)	0	0	0		
Marketing and Communications Expenditure						
Employee Costs	709,451	522,559	532,904	10,345	2%	
Other Employee Costs	1,000	750	68	(682)	-91%	
Other Expenses	467,643	320,962	195,014	(125,948)	-39%	Timing variance of works relating to advertising, community arts programmes, artwork maintenance and public relations.
Operating Projects	50,000	28,800	15,223	(13,577)	-47%	
Marketing and Communications Expenditure Total	1,228,094	873,071	743,209	(129,862)	-15%	
Marketing and Communications Indirect Costs						
Allocations	359,896	260,114	247,236	(12,876)	-5%	
Marketing and Communications Indirect Costs Total	359,896	260,114	247,236	(12,876)	-5%	
Marketing and Communications Total	1,579,990	1,133,185	990,447	(142,738)	-13%	
Art and Culture						
Art and Culture						
Other Expenses	46,000	12,750	14,755	2,005	16%	
Art and Culture Total	46,000	12,750	14,755	2,005	16%	
Art and Culture Total	46,000	12,750	14,755	2,005	16%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Community Partnerships Revenue						
Community Partnerships Revenue						
Revenue	(32,559)	(31,745)	(1,149)	30,596	-96%	Timing variance on receipt of grant funding.
Community Partnerships Revenue Total	(32,559)	(31,745)	(1,149)	30,596	-96%	
Community Partnerships Revenue Total	(32,559)	(31,745)	(1,149)	30,596	-96%	
Community Partnership Expenditure						
Community Partnership Expenditure						
Employee Costs	419,967	309,639	308,372	(1,267)	0%	
Other Employee Costs	9,430	8,321	3,321	(5,000)	-60%	
Other Expenses	230,300	156,755	65,724	(91,031)	-58%	Timing variance relating to the delivery of events, recreational programmes and donations.
Operating Projects	30,000	0	0	0		
Community Partnership Expenditure Total	689,697	474,715	377,417	(97,296)	-20%	
Community Partnership Expenditure Total	689,697	474,715	377,417	(97,296)	-20%	
Community Partnerships Indirect Costs						
Community Partnerships Indirect Costs						
Community Partnerships Mgmt Admin Alloca	0	0	0	0		
Library Occupancy Costs Allocations	0	0	0	0		
Community Partnerships Indirect Costs Total	226,571	163,827	163,360	(467)	0%	
Community Partnerships Indirect Costs Total	226,571	163,827	163,360	(467)	0%	
Beatty Park Leisure Centre Administration						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(1,919,400)	(1,631,495)	(1,792,860)	(161,365)	10%	
Beatty Park Leisure Centre Admin Revenue Total	(1,919,400)	(1,631,495)	(1,792,860)	(161,365)	10%	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	1,919,400	1,631,495	1,792,860	161,365	10%	
Beatty Park Leisure Centre Admin Indirect Revenue Total	1,919,400	1,631,495	1,792,860	161,365	10%	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	809,832	569,823	537,539	(32,284)	-6%	
Other Employee Costs	21,628	17,920	7,471	(10,449)	-58%	
Other Expenses	145,850	109,244	89,797	(19,447)	-18%	
Beatty Park Leisure Centre Admin Expenditure Total	977,310	696,987	634,807	(62,180)	-9%	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(977,310)	(696,987)	(634,807)	62,180	-9%	
Beatty Park Leisure Centre Admin Indirect Costs Total	(977,310)	(696,987)	(634,807)	62,180	-9%	
Beatty Park Leisure Centre Administration Total	0	0	(0)	(0)	100%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Beatty Park Leisure Centre Building						
Beatty Park Leisure Centre Building Revenue						
Revenue	(292,386)	(175,354)	(106,716)	68,638	-39%	\$61k timing variance on lease and rental property income.
Beatty Park Leisure Centre Building Revenue Total	(292,386)	(175,354)	(106,716)	68,638	-39%	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	437,350	333,151	328,527	(4,624)	-1%	
Ground Maintenance	41,800	31,088	62,765	31,677	102%	\$26k capital works incorrectly costed to operating expense, to be reversed in April 2021.
Relocation - Revaluation Decrement	0	0	0	0		
Beatty Park Leisure Centre Occupancy Costs Total	2,455,436	1,827,984	1,857,820	29,836	2%	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,163,050)	(1,679,095)	(1,751,104)	(72,009)	4%	
Beatty Park Leisure Centre Indirect Costs Total	(2,163,050)	(1,679,095)	(1,751,104)	(72,009)	4%	
Beatty Park Leisure Centre Building Total	0	(26,465)	0	26,465	-100%	
Swimming Pool Areas						
Swimming Pool Areas Revenue						
Revenue	(1,165,250)	(981,397)	(1,023,920)	(42,523)	4%	
Swimming Pool Areas Revenue Total	(1,165,250)	(981,397)	(1,023,920)	(42,523)	4%	
Swimming Pool Areas Indirect Revenue						
Allocations	(309,601)	(263,162)	(289,368)	(26,206)	10%	
Swimming Pool Areas Indirect Revenue Total	(309,601)	(263,162)	(289,368)	(26,206)	10%	
Swimming Pool Areas Expenditure						
Employee Costs	882,549	673,480	726,579	53,099	8%	
Other Employee Costs	14,500	10,875	9,137	(1,738)	-16%	
Other Expenses	150,470	114,304	146,139	31,835	28%	Unfavourable variance, \$11k relates to water treatment and \$15k relates to equipment hire, to be adjusted in 3rd quarter budget review.
Swimming Pool Areas Expenditure Total	1,047,519	798,659	881,856	83,197	10%	
Swimming Pool Areas Indirect Costs						
Allocations	2,444,193	1,848,189	1,863,080	14,891	1%	
Swimming Pool Areas Indirect Costs Total	2,444,193	1,848,189	1,863,080	14,891	1%	
Swimming Pool Areas Total	2,016,861	1,402,289	1,431,648	29,359	2%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Swim School						
Swim School Revenue						
Revenue	(1,068,500)	(854,750)	(996,423)	(141,673)	17%	Revenue higher than anticipated.
Swim School Revenue Total	(1,068,500)	(854,750)	(996,423)	(141,673)	17%	
Swim School Indirect Revenue						
Allocations	(3,646)	(3,099)	(3,227)	(128)	4%	
Swim School Indirect Revenue Total	(3,646)	(3,099)	(3,227)	(128)	4%	
Swim School Expenditure						
Employee Costs	713,508	591,625	582,103	(9,522)	-2%	
Other Employee Costs	6,000	5,000	1,415	(3,585)	-72%	
Other Expenses	28,000	20,800	18,016	(2,784)	-13%	
Swim School Expenditure Total	747,508	617,425	601,535	(15,890)	-3%	
Swim School Indirect Costs						
Allocations	181,262	132,657	127,864	(4,793)	-4%	
Swim School Indirect Costs Total	181,262	132,657	127,864	(4,793)	-4%	
Swim School Total	(143,376)	(107,767)	(270,251)	(162,484)	151%	
Cafe Expenditure						
Employee Costs	34,280	34,280	34,280	0	0%	
Other Employee Costs	0	0	0	0		
Other Expenses	0	0	732	732	100%	
Cafe Expenditure Total	34,280	34,280	35,012	732	2%	
Cafe Total	34,280	34,280	35,012	732	2%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Retail						
Retail Revenue						
Revenue	(510,000)	(425,000)	(470,734)	(45,734)	11%	Revenue higher than anticipated.
Retail Revenue Total	(510,000)	(425,000)	(470,734)	(45,734)	11%	
Retail Indirect Revenue						
Allocations	(765)	(651)	(717)	(66)	10%	
Retail Indirect Revenue Total	(765)	(651)	(717)	(66)	10%	
Retail Expenditure						
Employee Costs	53,255	39,299	43,563	4,264	11%	
Other Employee Costs	250	250	0	(250)	-100%	
Other Expenses	185,400	167,700	220,041	52,341	31%	Timing variance relating to the purchase of stock.
Retail Expenditure Total	238,905	207,249	263,604	56,355	27%	
Retail Indirect Costs						
Allocations	73,991	54,891	53,930	(961)	-2%	
Retail Indirect Costs Total	73,991	54,891	53,930	(961)	-2%	
Retail Total	(197,849)	(163,511)	(153,918)	9,593	-6%	
Health and Fitness						
Health and Fitness Revenue						
Revenue	(119,600)	(92,775)	(106,362)	(13,587)	15%	
Health and Fitness Revenue Total	(119,600)	(92,775)	(106,362)	(13,587)	15%	
Health and Fitness Indirect Revenue						
Allocations	(1,062,198)	(902,871)	(991,779)	(88,908)	10%	
Health and Fitness Indirect Revenue Total	(1,062,198)	(902,871)	(991,779)	(88,908)	10%	
Health and Fitness Expenditure						
Employee Costs	629,284	465,110	464,291	(819)	0%	
Other Employee Costs	10,700	6,900	2,430	(4,471)	-65%	
Other Expenses	108,000	82,562	64,461	(19,101)	-22%	
Health and Fitness Expenditure Total	747,984	554,572	531,182	(23,390)	-4%	
Health and Fitness Indirect Costs						
Allocations	509,420	382,760	382,489	(271)	0%	
Health and Fitness Indirect Costs Total	509,420	382,760	382,489	(271)	0%	
Health and Fitness Total	75,586	(58,314)	(184,470)	(126,156)	216%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Group Fitness						
Group Fitness Revenue						
Revenue	(70,000)	(55,000)	(62,205)	(7,205)	13%	
Group Fitness Revenue Total	(70,000)	(55,000)	(62,205)	(7,205)	13%	
Group Fitness Indirect Revenue						
Allocations	(360,556)	(306,558)	(336,878)	(30,320)	10%	
Group Fitness Indirect Revenue Total	(360,556)	(306,558)	(336,878)	(30,320)	10%	
Group Fitness Expenditure						
Employee Costs	165,596	133,369	164,045	30,676	23%	Establishment structure currently under review.
Other Employee Costs	3,500	2,500	318	(2,182)	-87%	
Other Expenses	124,245	103,583	93,978	(9,605)	-9%	
Group Fitness Expenditure Total	293,341	239,452	258,340	18,888	8%	
Group Fitness Indirect Costs						
Allocations	178,228	133,154	132,057	(1,097)	-1%	
Group Fitness Indirect Costs Total	178,228	133,154	132,057	(1,097)	-1%	
Group Fitness Total	40,913	11,048	(8,686)	(19,734)	-175%	
Aqua Fitness						
Aqua Fitness Revenue						
Revenue	(12,000)	(12,551)	(11,932)	619	-5%	
Aqua Fitness Revenue Total	(12,000)	(12,551)	(11,932)	619	-5%	
Aqua Fitness Indirect Revenue						
Allocations	(152,784)	(129,866)	(142,712)	(12,846)	10%	
Aqua Fitness Indirect Revenue Total	(152,784)	(129,866)	(142,712)	(12,846)	10%	
Aqua Fitness Expenditure						
Employee Costs	18,284	13,518	18,921	5,403	40%	
Other Employee Costs	450	450	0	(450)	-100%	
Other Expenses	11,600	10,822	5,375	(5,447)	-50%	
Aqua Fitness Expenditure Total	30,334	24,790	24,296	(494)	-2%	
Aqua Fitness Indirect Costs						
Allocations	103,300	75,231	72,029	(3,202)	-4%	
Aqua Fitness Indirect Costs Total	103,300	75,231	72,029	(3,202)	-4%	
Aqua Fitness Total	(31,150)	(42,395)	(58,318)	(15,922)	38%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Crèche						
Crèche Revenue						
Revenue	(20,000)	(15,998)	(13,256)	2,742	-17%	
Crèche Revenue Total	(20,000)	(15,998)	(13,256)	2,742	-17%	
Crèche Indirect Revenue						
Allocations	(29,750)	(25,288)	(27,789)	(2,501)	10%	
Crèche Indirect Revenue Total	(29,750)	(25,288)	(27,789)	(2,501)	10%	
Crèche Expenditure						
Employee Costs	145,427	107,327	119,073	11,746	11%	
Other Employee Costs	750	650	652	2	0%	
Other Expenses	2,110	1,706	205	(1,501)	-88%	
Crèche Expenditure Total	148,287	109,683	119,929	10,246	9%	
Crèche Indirect Costs						
Allocations	89,612	66,705	65,783	(922)	-1%	
Crèche Indirect Costs Total	89,612	66,705	65,783	(922)	-1%	
Crèche Total	188,149	135,102	144,667	9,565	7%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Customer Service Centre						
Customer Services Centre Expenditure						
Employee Costs	550,070	405,315	348,005	(57,310)	-14%	-14% Staff providing service in two areas, savings identified here will be offset against over-spend in Loftus Community Centre employee cost.
Other Employee Costs	6,050	4,536	2,675	(1,861)	-41%	
Other Expenses	24,550	18,515	15,641	(2,974)	-16%	
Customer Services Centre Expenditure Total	580,670	428,366	366,321	(62,045)	-14%	
Customer Services Centre Indirect Costs						
Customer Services Centre Indirect Costs Total	(580,670)	(428,366)	(366,321)	62,045	-14%	
Customer Service Centre Total	0	0	0	0		
Library Services						
Library Services Revenue						
Revenue	(10,336)	(7,686)	(10,310)	(2,624)	34%	
Library Services Revenue Total	(10,336)	(7,686)	(10,310)	(2,624)	34%	
Library Services Expenditure						
Employee Costs	913,928	693,604	701,416	7,812	1%	
Other Employee Costs	7,100	5,319	5,043	(276)	-5%	
Other Expenses	96,000	72,774	45,309	(27,465)	-38%	\$7k timing variance for Local History programmes, other positive variances are individually immaterial.
Library Services Expenditure Total	1,017,028	771,697	751,767	(19,930)	-3%	
Library Services Indirect Costs						
Allocations	425,742	305,543	296,900	(8,643)	-3%	
Community Partnerships Mgmt Admin Alloca	0	0	0	0		
Library Occupancy Costs Allocations	13,239	10,010	49,345	39,335	393%	
Library Services Indirect Costs Total	438,981	315,553	346,245	30,692	10%	
Library Services Total	1,445,673	1,079,564	1,087,702	8,138	1%	
Library Building						
Library Occupancy Costs						
Building Maintenance	94,700	71,394	79,264	7,870	11%	
Ground Maintenance	5,000	5,000	0	(5,000)	-100%	
Office Furniture and Equipment - Revalua	0	0	0	0		
Library Occupancy Costs Total	262,945	198,826	198,609	(217)	0%	
Library indirect Costs						
Allocations	6,185	4,635	4,635	0	0%	
Library Occupancy Costs Recovery	(53,826)	(40,692)	(200,669)	(159,977)	393%	
Library Indirect Costs Total	(47,641)	(36,057)	(196,034)	(159,977)	444%	
Library Building Total	215,304	162,769	2,575	(160,194)	-98%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Loftus Community Centre Revenue</u>						
Loftus Community Centre Revenue						
Revenue	(56,000)	(39,498)	(50,920)	(11,422)	29%	
Loftus Community Centre Revenue Total	(56,000)	(39,498)	(50,920)	(11,422)	29%	
Loftus Community Centre Revenue Total	(56,000)	(39,498)	(50,920)	(11,422)	29%	
<u>Loftus Community Centre Expenditure</u>						
Loftus Community Centre Expenditure						
Employee Costs	89,591	85,847	104,250	18,403	21%	
Other Employee Costs	1,500	1,125	604	(521)	-46%	
Building Maintenance	16,272	12,204	0	(12,204)	-100%	
Other Expenses	36,160	26,132	12,198	(13,934)	-53%	
Loftus Community Centre Expenditure Total	143,513	125,308	117,052	(8,256)	-7%	
Loftus Community Centre Expenditure Total	143,513	125,308	117,052	(8,256)	-7%	
<u>Loftus Community Centre Indirect Costs</u>						
Loftus Community Centre Indirect Costs						
Allocations	44,577	31,995	30,907	(1,088)	-3%	
Loftus Community Centre Indirect Costs Total	44,577	31,995	30,907	(1,088)	-3%	
Loftus Community Centre Indirect Costs Total	44,577	31,995	30,907	(1,088)	-3%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Senior and Disability Services Revenue</u>						
Senior and Disability Services Revenue						
Revenue	(13,500)	(9,125)	(3,203)	5,922	-65%	
Senior and Disability Services Revenue Total	(13,500)	(9,125)	(3,203)	5,922	-65%	
Senior and Disability Services Revenue Total	(13,500)	(9,125)	(3,203)	5,922	-65%	
<u>Senior and Disability Services Expenditure</u>						
Other Employee Costs	0	0	0	0		
Operating Projects	0	0	0	0		
Senior and Disability Services Expenditure Total	20,000	8,000	12,470	4,470	56%	
Senior and Disability Services Expenditure Total	20,000	8,000	12,470	4,470	56%	
<u>Director Strategy and Development Services</u>						
Director Strategy and Development Services						
Employee Costs	316,562	233,411	257,578	24,167	10%	Budget phasing variance.
Other Employee Costs	1,100	828	45	(783)	-95%	
Other Expenses	1,800	1,350	406	(844)	-70%	
Director Strategy and Development Services Total	319,462	235,589	258,029	22,440	10%	
Director Strategy and Development Services Total	319,462	235,589	258,029	22,440	10%	
<u>Director Strategy and Development Ser Indirect Co</u>						
Director Strategy and Development Ser Indirect Co						
Allocations	(319,462)	(235,589)	(258,029)	(22,440)	10%	
Director Strategy and Development Ser Indirect Co Total	(319,462)	(235,589)	(258,029)	(22,440)	10%	
Director Strategy and Development Ser Indirect Co Total	(319,462)	(235,589)	(258,029)	(22,440)	10%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Health Administration and Inspection						
Health Administration and Inspection Revenue						
Revenue	(325,720)	(316,814)	(328,449)	(11,635)	4%	
Health Administration and Inspection Revenue Total	(325,720)	(316,814)	(328,449)	(11,635)	4%	
Health Administration and Inspection Expenditure						
Employee Costs	964,754	702,117	677,068	(25,049)	-4%	
Other Employee Costs	24,815	18,117	8,421	(9,696)	-54%	
Other Expenses	73,340	43,401	14,579	(28,822)	-66%	\$9k timing variance on Health programmes, \$9k favourable variance on syringe disposal strategy and other favourable variances that are individually immaterial.
Health Administration and Inspection Expenditure Total	1,062,909	763,635	700,068	(63,567)	-8%	
Health Administration and Inspection Indirect Cost						
Allocations	535,830	387,821	374,292	(13,529)	-3%	
Health Administration and Inspection Indirect Cost Total	535,830	387,821	374,292	(13,529)	-3%	
Health Administration and Inspection Total	1,272,019	834,642	745,911	(88,731)	-11%	
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	12,500	9,122	4,743	(4,379)	-48%	
Food Control Expenditure Total	12,500	9,122	4,743	(4,379)	-48%	
Food Control Total	12,000	8,872	4,743	(4,129)	-47%	
Health Clinics						
Health Clinics Revenue						
Revenue	(28,997)	(24,291)	(24,985)	(694)	3%	
Health Clinics Revenue Total	(28,997)	(24,291)	(24,985)	(694)	3%	
Health Clinics Expenditure						
Building Maintenance	18,600	14,615	12,774	(1,841)	-13%	
Ground Maintenance	0	0	1,663	1,663	100%	
Relocation - Revaluation Decrement	0	0	0	0		
Health Clinics Expenditure Total	80,109	60,923	64,505	3,582	6%	
Health Clinics Indirect Costs						
Allocations	1,968	1,476	1,476	0	0%	
Health Clinics Indirect Costs Total	1,968	1,476	1,476	0	0%	
Health Clinics Total	53,080	38,108	40,997	2,889	8%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Statutory Planning Services						
Statutory Planning Services Revenue						
Revenue	(383,530)	(284,937)	(333,002)	(48,065)	17%	Favourable variance due to higher than anticipated development application fees.
Statutory Planning Services Revenue Total	(383,530)	(284,937)	(333,002)	(48,065)	17%	
Statutory Planning Services Expenditure						
Employee Costs	1,096,225	808,536	759,519	(48,417)	-5%	
Other Employee Costs	11,074	8,307	6,522	(1,785)	-21%	
Other Expenses	184,590	108,508	62,179	(46,729)	-43%	\$8k timing variance on design advisory committee member fee. \$16k on legal costs, \$6k on consultants and other favourable variances that are individually immaterial.
Statutory Planning Services Expenditure Total	1,291,889	926,151	828,220	(97,931)	-11%	
Statutory Planning Services Indirect Costs						
Allocations	539,467	390,019	373,515	(16,504)	-4%	
Statutory Planning Services Indirect Costs Total	539,467	390,019	373,515	(16,504)	-4%	
Statutory Planning Services Total	1,449,826	1,031,233	868,733	(162,500)	-16%	
Compliance Services						
Compliance Services Revenue						
Revenue	(43,313)	(36,629)	(43,023)	(6,394)	17%	
Compliance Services Revenue Total	(43,313)	(36,629)	(43,023)	(6,394)	17%	
Compliance Services Expenditure						
Employee Costs	444,376	327,297	311,213	(16,084)	-5%	
Other Employee Costs	12,721	8,415	4,419	(3,996)	-47%	
Other Expenses	67,100	50,319	40,749	(9,570)	-19%	
Compliance Services Expenditure Total	524,197	386,031	356,382	(29,649)	-8%	
Compliance Services Indirect Costs						
Allocations	250,202	181,026	179,519	(1,507)	-1%	
Compliance Services Indirect Costs Total	250,202	181,026	179,519	(1,507)	-1%	
Compliance Services Total	731,086	530,428	492,877	(37,551)	-7%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Policy and Place Services						
Policy and Place Services Revenue						
Revenue	(1,800)	(1,350)	(4,616)	(3,266)	242%	
Policy and Place Services Revenue Total	(1,800)	(1,350)	(4,616)	(3,266)	242%	
Policy and Place Serv Expenditure						
Employee Costs	1,230,977	906,976	936,204	29,228	3%	
Other Employee Costs	13,600	10,197	7,455	(2,742)	-27%	
Other Expenses	726,346	271,766	104,518	(167,248)	-62%	Timing variance of works relating to leisure and strategic planning programmes.
Operating Projects	0	0	0	0		
Policy and Place Serv Expenditure Total	1,970,923	1,188,939	1,048,176	(140,763)	-12%	
Policy and Place Services Indirect Cost						
Allocations	657,618	475,451	457,031	(18,420)	-4%	
Policy and Place Services Indirect Cost Total	657,618	475,451	457,031	(18,420)	-4%	
Policy and Place Services Total	2,626,741	1,663,040	1,500,592	(162,448)	-10%	
Building Control						
Building Control Revenue						
Revenue	(246,050)	(177,258)	(219,062)	(41,804)	24%	Building licenses revenue higher than anticipated.
Building Control Revenue Total	(246,050)	(177,258)	(219,062)	(41,804)	24%	
Building Control Expenditure						
Employee Costs	317,479	233,925	242,118	8,193	4%	
Other Employee Costs	42,064	39,748	21,655	(18,093)	-46%	
Other Expenses	10,850	8,145	4,820	(3,325)	-41%	
Building Control Expenditure Total	370,393	281,818	268,592	(13,226)	-5%	
Building Control Indirect Costs						
Allocations	180,326	130,476	140,676	10,200	8%	
Building Control Indirect Costs Total	180,326	130,476	140,676	10,200	8%	
Building Control Total	304,669	235,036	190,205	(44,831)	-19%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Director Infrastructure and Environment Expe						
Director Infrastructure and Environment Expe						
Employee Costs	394,438	290,817	287,340	(3,477)	-1%	
Other Employee Costs	7,518	5,634	6,781	1,147	20%	
Other Expenses	48,450	29,163	29,345	182	1%	
Director Infrastructure and Environment Expe Total	450,406	325,614	323,466	(2,148)	-1%	
Director Infrastructure and Environment Expe Total	450,406	325,614	323,466	(2,148)	-1%	
Director Infrastructure and Environment Indirect						
Director Infrastructure and Environment Indirect						
Allocations	(450,406)	(325,614)	(323,466)	2,148	-1%	
Director Infrastructure and Environment Indirect Total	(450,406)	(325,614)	(323,466)	2,148	-1%	
Director Infrastructure and Environment Indirect Total	(450,406)	(325,614)	(323,466)	2,148	-1%	
Ranger Services Administration						
Ranger Services Administration Revenue						
Revenue	(3,000)	(2,285)	(2,058)	227	-10%	
Ranger Services Administration Revenue Total	(3,000)	(2,285)	(2,058)	227	-10%	
Ranger Services Administration Expenditure						
Employee Costs	2,324,136	1,718,793	1,691,756	(27,037)	-2%	
Other Employee Costs	51,034	37,391	25,163	(12,228)	-33%	
Other Expenses	206,000	145,999	114,347	(31,252)	-21%	Favourable variance - \$10k furniture and equipment maintenance, \$10k postage costs not required as yet.
Lease Expenses	3,263	2,448	2,447	(1)	0%	
Ranger Services Administration Expenditure Total	2,584,433	1,904,231	1,833,714	(70,517)	-4%	
Ranger Services Administration Indirect Costs						
Allocations	(2,580,433)	(1,901,199)	(1,831,656)	69,543	-4%	
Ranger Services Administration Indirect Costs Total	(2,580,433)	(1,901,199)	(1,831,656)	69,543	-4%	
Ranger Services Administration Total	1,000	747	(0)	(747)	-100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Fire Prevention						
Fire Prevention Revenue						
Revenue	(2,500)	0	(2,801)	(2,801)	100%	
Fire Prevention Revenue Total	(2,500)	0	(2,801)	(2,801)	100%	
Other Employee Costs	0	0	0	0		
Other Expenses	100	0	0	0		
Fire Prevention Expenditure Total	100	0	0	0		
Fire Prevention Indirect Costs						
Allocations	35,536	26,005	27,544	1,539	6%	
Fire Prevention Indirect Costs Total	35,536	26,005	27,544	1,539	6%	
Fire Prevention Total	33,136	26,005	24,743	(1,262)	-5%	
Animal Control						
Animal Control Revenue						
Revenue	(92,450)	(79,630)	(83,230)	(3,600)	5%	
Animal Control Revenue Total	(92,450)	(79,630)	(83,230)	(3,600)	5%	
Other Employee Costs	0	0	0	0		
Other Expenses	19,800	11,515	16,508	4,993	43%	
Animal Control Expenditure Total	19,800	11,515	16,508	4,993	43%	
Animal Control Indirect Costs						
Allocations	284,402	208,127	209,121	994	0%	
Animal Control Indirect Costs Total	284,402	208,127	209,121	994	0%	
Animal Control Total	211,752	140,612	142,399	2,387	2%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Local Laws (Law and Order)						
Local Laws (Law and Order) Revenue						
Revenue	(134,650)	(79,073)	(113,562)	(34,489)	44%	Favourable variance due to higher than anticipated revenue for work zone licences and permits.
Local Laws (Law and Order) Revenue Total	(134,650)	(79,073)	(113,562)	(34,489)	44%	
Local Laws (Law and Order) Indirect Costs						
Allocations	455,044	333,004	334,593	1,589	0%	
Local Laws (Law and Order) Indirect Costs Total	455,044	333,004	334,593	1,589	0%	
Local Laws (Law and Order) Total	320,394	253,931	221,032	(32,859)	-13%	
Abandoned Vehicles						
Abandoned Vehicles Revenue						
Revenue	(9,500)	(6,171)	(7,301)	(1,130)	18%	
Abandoned Vehicles Revenue Total	(9,500)	(6,171)	(7,301)	(1,130)	18%	
Other Employee Costs	0	0	0	0		
Other Expenses	6,000	3,939	1,185	(2,754)	-70%	
Abandoned Vehicles Expenditure Total	6,000	3,939	1,185	(2,754)	-70%	
Abandoned Vehicles Indirect Costs						
Allocations	398,162	291,377	292,769	1,392	0%	
Abandoned Vehicles Indirect Costs Total	398,162	291,377	292,769	1,392	0%	
Abandoned Vehicles Total	394,662	289,146	286,654	(2,491)	-1%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Inspectorial Control						
Inspectorial Control Revenue						
Revenue	(1,983,647)	(1,503,602)	(1,521,205)	(17,603)	1%	
Inspectorial Control Revenue Total	(1,983,647)	(1,503,602)	(1,521,205)	(17,603)	1%	
Other Employee Costs	0	0	0	0		
Car Park Development - Revaluation Decre	0	0	0	0		
Inspectorial Control Expenditure Total	1,144,386	935,143	970,180	35,037	4%	
Inspectorial Control Indirect Costs						
Allocations	2,559,618	1,873,146	1,882,087	8,941	0%	
Inspectorial Control Indirect Costs Total	2,559,618	1,873,146	1,882,087	8,941	0%	
Inspectorial Control Total	1,720,357	1,304,687	1,331,062	26,375	2%	
Car Park Control						
Car Park Control Revenue						
Revenue	(2,242,216)	(1,583,063)	(1,993,288)	(410,225)	26%	Revenue higher than anticipated as a result of increased visitor activity within the City.
Car Park Control Revenue Total	(2,242,216)	(1,583,063)	(1,993,288)	(410,225)	26%	
Car Park Control Expenditure						
Ground Maintenance	149,000	111,719	146,043	34,324	31%	Timing variance on maintenance works.
Other Expenses	649,022	451,892	520,309	68,417	15%	Timing variance on parking revenue reimbursement.
Car Park Control Expenditure Total	798,022	563,611	666,352	102,741	18%	
Car Park Control Total	(1,444,194)	(1,019,452)	(1,326,936)	(307,484)	30%	
Kerbside Parking Control						
Kerbside Parking Control Revenue						
Revenue	(2,128,811)	(1,463,368)	(2,047,485)	(584,117)	40%	Revenue higher than anticipated as a result of increased visitor activity within the City.
Kerbside Parking Control Revenue Total	(2,128,811)	(1,463,368)	(2,047,485)	(584,117)	40%	
Kerbside Parking Control Expenditure						
Other Expenses	492,763	334,031	351,511	17,480	5%	
Kerbside Parking Control Expenditure Total	492,763	334,031	351,511	17,480	5%	
Kerbside Parking Control Total	(1,636,048)	(1,129,337)	(1,695,974)	(566,637)	50%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Dog Pound Expenditure</u>						
Dog Pound Expenditure						
Building Maintenance	1,500	750	1,360	610	81%	
Buildings - Revaluation Decrement	0	0	0	0		
Dog Pound Expenditure Total	1,500	750	2,013	1,263	168%	
Dog Pound Expenditure Total	1,500	750	2,013	1,263	168%	
<u>Community Connections Revenue</u>						
Community Connections Revenue						
Revenue	(50,000)	(12,500)	0	12,500	-100%	
Community Connections Revenue Total	(50,000)	(12,500)	0	12,500	-100%	
Community Connections Revenue Total	(50,000)	(12,500)	0	12,500	-100%	
<u>Community Connections</u>						
Community Connections Expenditure						
Employee Costs	50,633	37,252	37,715	463	1%	
Other Employee Costs	0	0	0	0		
Other Expenses	98,880	74,187	54,132	(20,655)	-27%	Timing variance of works relating to community safety programmes.
Operating Projects	50,000	20,000	9,621	(10,479)	-52%	
Community Connections Expenditure Total	199,413	131,439	101,368	(30,671)	-23%	
Community Connections Indirect Costs						
Allocations	23,965	17,199	22,310	5,111	30%	
Community Partnerships Mgmt Admin Alloca	0	0	0	0		
Library Occupancy Costs Allocations	746	564	2,769	2,205	391%	
Community Connections Indirect Costs Total	24,711	17,763	25,080	7,317	41%	
Community Connections Total	224,124	149,202	126,448	(22,754)	-15%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Engineering Design Services						
Engineering Design Services Revenue						
Revenue	(5,000)	(5,125)	(2,109)	3,016	-59%	
Engineering Design Services Revenue Total	(5,000)	(5,125)	(2,109)	3,016	-59%	
Engineering Design Services Expenditure						
Employee Costs	554,141	410,366	432,505	22,139	5%	
Other Employee Costs	39,213	29,024	57,114	28,090	97%	Unfavourable variance as a result of agency labour costs relating to a position within the section. This will be offset by the savings identified from the salaries budgeted for the same position.
Other Expenses	123,450	95,476	73,570	(21,906)	-23%	Favourable variance of \$13k on Asset Management - Data collection and \$14k building condition survey.
Operating Projects	180,124	180,124	30,124	(150,000)	-83%	Timing variance, payment processed in April 2021.
Engineering Design Services Expenditure Total	906,928	714,990	593,313	(121,677)	-17%	
Engineering Design Services Indirect Costs						
Allocations	291,444	210,993	220,567	9,574	5%	
Engineering Design Services Indirect Costs Total	291,444	210,993	220,567	9,574	5%	
Engineering Design Services Total	1,192,372	920,858	811,771	(109,087)	-12%	
Bike Station Expenditure						
Bike Station Expenditure						
Other Expenses	6,000	4,500	1,369	(3,131)	-70%	
Bike Station Expenditure Total	6,000	4,500	1,369	(3,131)	-70%	
Bike Station Expenditure Total	6,000	4,500	1,369	(3,131)	-70%	
Street Lighting						
Street Lighting Revenue						
Revenue	(24,500)	0	0	0		
Street Lighting Revenue Total	(24,500)	0	0	0		
Street Lighting Expenditure						
Other Expenses	756,000	506,164	479,409	(26,755)	-5%	
Street Lighting Expenditure Total	756,000	506,164	479,409	(26,755)	-5%	
Street Lighting Total	731,500	506,164	479,409	(26,755)	-5%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Bus Shelter						
Bus Shelter Revenue						
Revenue	(64,000)	(41,250)	(34,606)	6,644	-16%	
Bus Shelter Revenue Total	(64,000)	(41,250)	(34,606)	6,644	-16%	
Other Expenses	134,241	100,682	107,128	6,446	6%	
Street Furniture - Revaluation Decrement	0	0	0	0		
Bus Shelter Expenditure Total	134,241	100,682	107,128	6,446	6%	
Bus Shelter Total	70,241	59,432	72,523	13,091	22%	
Parking and Street Name Signs Expenditure						
Parking and Street Name Signs Expenditure						
Other Expenses	90,000	52,000	48,990	(3,010)	-6%	
Parking and Street Name Signs Expenditure Total	90,000	52,000	48,990	(3,010)	-6%	
Parking and Street Name Signs Expenditure Total	90,000	52,000	48,990	(3,010)	-6%	
Crossovers						
Crossovers Revenue						
Revenue	(500)	(375)	0	375	-100%	
Crossovers Revenue Total	(500)	(375)	0	375	-100%	
Crossovers Expenditure						
Other Expenses	15,000	11,250	12,589	1,339	12%	
Crossovers Expenditure Total	15,000	11,250	12,589	1,339	12%	
Crossovers Total	14,500	10,875	12,589	1,714	16%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Roads Linemarking Expenditure						
Roads Linemarking Expenditure						
Other Expenses	68,000	51,003	48,925	(2,078)	-4%	
Roads Linemarking Expenditure Total	68,000	51,003	48,925	(2,078)	-4%	
Roads Linemarking Expenditure Total	68,000	51,003	48,925	(2,078)	-4%	
Tree Lighting Leederville Expenditure						
Tree Lighting Leederville Expenditure						
Other Expenses	70,000	70,000	67,364	(2,636)	-4%	
Tree Lighting Leederville Expenditure Total	70,000	70,000	67,364	(2,636)	-4%	
Tree Lighting Leederville Expenditure Total	70,000	70,000	67,364	(2,636)	-4%	
Parklets Expenditure						
Parklets Expenditure						
Other Expenses	3,500	1,750	518	(1,232)	-70%	
Parklets Expenditure Total	3,500	1,750	518	(1,232)	-70%	
Parklets Expenditure Total	3,500	1,750	518	(1,232)	-70%	
Environmental Services						
Environmental Services Revenue						
Revenue	(14,000)	(7,000)	(5,262)	1,738	-25%	
Environmental Services Revenue Total	(14,000)	(7,000)	(5,262)	1,738	-25%	
Environmental Services Expenditure						
Employee Costs	90,279	66,418	65,508	(911)	-1%	
Other Employee Costs	0	0	0	0		
Other Expenses	202,290	105,213	107,648	2,435	2%	
Environmental Services Expenditure Total	292,569	171,631	173,156	1,524	1%	
Environmental Services Indirect Costs						
Allocations	45,142	32,710	32,212	(498)	-2%	
Environmental Services Indirect Costs Total	45,142	32,710	32,212	(498)	-2%	
Environmental Services Total	323,711	197,341	200,106	2,765	1%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Property Management Administration						
Property Management Administration Revenue						
Revenue	(2,000)	(1,503)	(1,840)	(337)	22%	
Property Management Administration Revenue Total	(2,000)	(1,503)	(1,840)	(337)	22%	
Property Management Administration Expenditure						
Employee Costs	322,887	231,052	220,752	(10,300)	-4%	
Other Employee Costs	5,100	3,826	3,826	0	0%	
Other Expenses	17,000	17,000	17,941	941	6%	
Property Management Administration Expenditure Total	344,987	251,877	242,519	(9,358)	-4%	
Property Management Administration Indirect Costs						
Allocations	150,313	109,297	107,438	(1,859)	-2%	
Property Management Administration Indirect Costs Total	150,313	109,297	107,438	(1,859)	-2%	
Property Management Administration Total	493,300	359,671	348,117	(11,554)	-3%	
Civic Centre Building						
Civic Centre Building Expenditure						
Building Maintenance	182,000	145,872	144,599	(1,273)	-1%	
Plant and Equipment - Revaluation Decrem	0	0	0	0		
Office Furniture and Equipment - Revalua	0	0	0	0		
Civic Centre Building Expenditure Total	888,352	677,713	556,640	(121,073)	-18%	
Civic Centre Building Indirect Costs						
Allocations	(888,352)	(662,713)	(556,640)	106,073	-16%	
Civic Centre Building Indirect Costs Total	(888,352)	(662,713)	(556,640)	106,073	-16%	
Civic Centre Building Total	0	15,000	0	(15,000)	-100%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Child Care Centres and Play Groups						
Child Care Centres and Play Groups Revenue						
Revenue	(9,474)	(6,863)	(7,053)	(190)	3%	
Child Care Centres and Play Groups Revenue Total	(9,474)	(6,863)	(7,053)	(190)	3%	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	7,150	7,150	37,161	30,011	420%	Storm damage works required at Early birds playgroup and general maintenance works at Mount Hawthorn playgroup. Budget will be adjusted at 3rd quarter budget review.
Parks Development - Revaluation Decrements	0	0	0	0		
Fencing - Revaluation Decrements	0	0	0	0		
Child Care Centres and Play Groups Expenditure Total	55,009	43,651	73,245	30,194	70%	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,441	1,836	1,836	0	0%	
Child Care Centres and Play Groups Indirect Costs Total	2,441	1,836	1,836	0	0%	
Child Care Centres and Play Groups Total	47,976	38,624	68,029	30,005	79%	
Pre Schools and Kindergartens						
Pre Schools and Kindergartens Revenue						
Revenue	(61,849)	(51,158)	(49,562)	1,596	-3%	
Pre Schools and Kindergartens Revenue Total	(61,849)	(51,158)	(49,562)	1,596	-3%	
Pre Schools and Kindergartens Expenditure						
Playground Equipment - Revaluation Decrements	0	0	0	0		
Reticulation - Revaluation Decrements	0	0	0	0		
Pre Schools and Kindergartens Expenditure Total	53,301	40,316	43,503	3,187	8%	
Pre Schools and Kindergartens Indirect Costs						
Allocations	1,749	1,314	1,314	0	0%	
Pre Schools and Kindergartens Indirect Costs Total	1,749	1,314	1,314	0	0%	
Pre Schools and Kindergartens Total	(6,759)	(9,528)	(4,745)	4,783	-50%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Community and Welfare Centres						
Community and Welfare Centres Revenue						
Revenue	(36,958)	(29,075)	(38,268)	(9,193)	32%	
Community and Welfare Centres Revenue Total	(36,958)	(29,075)	(38,268)	(9,193)	32%	
Community and Welfare Centres Expenditure						
Building Maintenance	31,050	27,431	30,170	2,739	10%	
Plant and Equipment - Revaluation Decrem	0	0	0	0		
Parks Development - Revaluation Decremen	0	0	0	0		
Community and Welfare Centres Expenditure Total	215,681	166,365	161,908	(4,457)	-3%	
Community and Welfare Centres Indirect Costs						
Allocations	7,677	5,760	5,760	0	0%	
Community and Welfare Centres Indirect Costs Total	7,677	5,760	5,760	0	0%	
Community and Welfare Centres Total	186,400	143,650	129,400	(13,650)	-10%	
Department of Sports and Recreation Building						
Dept of Sports and Recreation Building Revenue						
Revenue	(823,580)	(597,679)	(621,029)	(23,350)	4%	
Dept of Sports and Recreation Building Revenue Total	(823,580)	(597,679)	(621,029)	(23,350)	4%	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	97,000	73,003	50,086	(22,917)	-31%	Favourable variance, no major maintenance yet required.
Buildings - Revaluation Decrement	0	0	0	0		
Parks Development - Revaluation Decremen	0	0	0	0		
Dept of Sports and Recreation Building Expenditure Total	592,786	883,732	846,192	(37,540)	-4%	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	12,811	9,612	9,612	0	0%	
Dept of Sports and Recreation Building Indirect Costs Total	12,811	9,612	9,612	0	0%	
Department of Sports and Recreation Building Total	182,017	295,645	234,774	(60,851)	-21%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>nib Stadium</u>						
nib Stadium Revenue						
Revenue	(27,847)	(27,847)	(27,847)	(0)	0%	
nib Stadium Revenue Total	(27,847)	(27,847)	(27,847)	(0)	0%	
Fencing - Revaluation Decrement	0	0	0	0		
Reticulation - Revaluation Decrement	0	0	0	0		
nib Stadium Expenditure Total	2,028,810	1,521,607	1,521,608	1	0%	
nib Stadium Total	2,000,963	1,493,760	1,493,760	0	0%	
<u>Leederville Oval</u>						
Leederville Oval Revenue						
Revenue	(156,539)	(118,618)	(107,424)	11,194	-9%	
Leederville Oval Revenue Total	(156,539)	(118,618)	(107,424)	11,194	-9%	
Leederville Oval Expenditure						
Building Maintenance	19,700	15,100	13,213	(1,887)	-12%	
Fencing - Revaluation Decrement	0	0	0	0		
Reticulation - Revaluation Decrement	0	0	0	0		
Leederville Oval Expenditure Total	576,277	436,537	437,238	361	0%	
Leederville Oval Indirect Costs						
Allocations	13,365	10,026	10,026	0	0%	
Leederville Oval Indirect Costs Total	13,365	10,026	10,026	0	0%	
Leederville Oval Total	435,003	328,345	335,840	11,455	4%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Loftus Centre						
Loftus Centre Revenue						
Revenue	(553,288)	(317,295)	(382,723)	(65,428)	21%	Favourable variance as payment of deferred loan repayments have commenced.
Loftus Centre Revenue Total	(553,288)	(317,295)	(382,723)	(65,428)	21%	
Loftus Centre Expenditure						
Building Maintenance	227,500	178,372	126,363	(52,009)	-29%	Timing variance of works.
Park Furniture - Revaluation Decrement	0	0	0	0		
Playground Equipment - Revaluation Decre	0	0	0	0		
Loftus Centre Expenditure Total	1,015,608	775,479	698,508	(76,971)	-10%	
Loftus Centre Indirect Costs						
Allocations	24,424	18,324	18,324	0	0%	
Loftus Centre Indirect Costs Total	24,424	18,324	18,324	0	0%	
Loftus Centre Total	486,744	476,508	334,109	(142,359)	-30%	
Public Halls						
Public Halls Revenue						
Revenue	(215,659)	(124,051)	(124,541)	(490)	0%	
Public Halls Revenue Total	(215,659)	(124,051)	(124,541)	(490)	0%	
Public Halls Expenditure						
Building Maintenance	192,000	163,296	164,683	1,387	1%	
Playground Equipment - Revaluation Decre	0	0	0	0		
Reticulation - Revaluation Decrement	0	0	0	0		
Public Halls Expenditure Total	489,560	392,482	398,503	6,021	2%	
Public Halls Indirect Costs						
Allocations	6,438	4,824	4,824	0	0%	
Public Halls Indirect Costs Total	6,438	4,824	4,824	0	0%	
Public Halls Total	280,339	273,255	278,786	5,531	2%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Reserves Pavilions and Facilities						
Reserves Pavilions and Facilities Revenue						
Revenue	(25,415)	(17,018)	(14,156)	2,862	-17%	
Reserves Pavilions and Facilities Revenue Total	(25,415)	(17,018)	(14,156)	2,862	-17%	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	390,901	325,233	278,887	(45,345)	-14%	Favourable variance, no major maintenance yet required.
Buildings - Revaluation Decrement	0	0	0	0		
Office Furniture and Equipment - Revaluation	0	0	0	0		
Reserves Pavilions and Facilities Expenditure Total	712,040	567,784	514,059	(53,685)	-9%	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	6,501	4,869	4,869	0	0%	
Reserves Pavilions and Facilities Indirect Costs Total	6,501	4,869	4,869	0	0%	
Reserves Pavilions and Facilities Total	692,126	555,635	504,812	(50,823)	-9%	
Sporting Clubs Buildings						
Playground Equipment - Revaluation Decrement	0	0	0	0		
Refoculation - Revaluation Decrement	0	0	0	0		
Sporting Clubs Buildings Expenditure Total	563,294	702,191	697,642	(4,549)	-1%	
Sporting Clubs Buildings Indirect Costs						
Allocations	31,149	23,355	23,355	0	0%	
Sporting Clubs Buildings Indirect Costs Total	31,149	23,355	23,355	0	0%	
Sporting Clubs Buildings Total	874,723	635,770	625,741	(10,029)	-2%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Parks and Reserves Administration						
Parks and Reserves Administration Revenue						
Revenue	(3,200)	(2,403)	(2,529)	(126)	5%	
Parks and Reserves Administration Revenue Total	(3,200)	(2,403)	(2,529)	(126)	5%	
Parks and Reserves Administration Expenditure						
Employee Costs	1,047,503	751,148	760,435	9,287	1%	
Playground Equipment - Revaluation Decre	0	0	0	0		
Reticulation - Revaluation Decrement	0	0	0	0		
Parks and Reserves Administration Expenditure Total	1,318,982	954,762	943,182	(11,580)	-1%	
Parks and Reserves Administration Indirect Costs						
Allocations	1,470,487	1,067,817	1,075,258	7,441	1%	
On Costs Recovery	(1,497,018)	(1,122,759)	(896,759)	226,000	-20%	
Parks and Reserves Administration Indirect Costs Total	(26,531)	(54,942)	178,500	233,442	-425%	
Parks and Reserves Administration Total	1,289,251	897,417	1,119,152	221,735	25%	
Parks and Reserves						
Parks and Reserves Revenue						
Revenue	(9,300)	(9,301)	(42,653)	(33,352)	359%	Favourable variance, ground hire revenue higher than anticipated.
Parks and Reserves Revenue Total	(9,300)	(9,301)	(42,653)	(33,352)	359%	
Parks and Reserves Expenditure						
Playground Equipment - Revaluation Decre	0	0	0	0		
Reticulation - Revaluation Decrement	0	0	0	0		
Parks and Reserves Expenditure Total	2,773,893	2,106,537	2,020,737	(66,200)	-4%	
Parks and Reserves Indirect Costs						
Allocations	364	270	270	0	0%	
Parks and Reserves Indirect Costs Total	364	270	270	0	0%	
Parks and Reserves Total	2,764,957	2,097,506	1,978,324	(119,582)	-6%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Sporting Grounds						
Sporting Grounds Revenue						
Revenue	(1,134)	(849)	(31,101)	(30,252)	3563%	Favourable variance, reserves and ground hire revenue higher than anticipated.
Sporting Grounds Revenue Total	(1,134)	(849)	(31,101)	(30,252)	3563%	
Sporting Grounds Expenditure						
Playground Equipment - Revaluation Decre	0	0	0	0		
Refutation - Revaluation Decrement	0	0	0	0		
Sporting Grounds Expenditure Total	1,712,703	1,295,287	1,255,938	(35,349)	-3%	
Sporting Grounds Total	1,711,569	1,294,438	1,228,837	(65,601)	-5%	
Road Reserves Expenditure						
Road Reserves Expenditure						
Ground Maintenance	328,005	246,739	270,366	23,627	10%	
Other Expenses	10,700	8,025	11,632	3,607	45%	
Road Reserves Expenditure Total	338,705	254,764	281,998	27,234	11%	
Road Reserves Expenditure Total	338,705	254,764	281,998	27,234	11%	
Parks Other						
Parks Other Revenue						
Revenue	(219,425)	(219,425)	(217,425)	2,000	-1%	
Parks Other Revenue Total	(219,425)	(219,425)	(217,425)	2,000	-1%	
Parks Other Expenditure						
Other Expenses	1,478,450	1,253,993	1,301,021	47,028	4%	Timing variance of works.
Money/Monger Street Trees Surgery	0	22,000	0	(22,000)	-100%	
Parks Other Expenditure Total	1,478,450	1,275,993	1,301,021	25,028	2%	
Parks Other Total	1,259,025	1,056,568	1,083,596	27,028	3%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Processable Waste Collection						
Processable Waste Collection Revenue						
Revenue	(315,700)	(311,940)	(289,655)	22,285	-7%	
Processable Waste Collection Revenue Total	(315,700)	(311,940)	(289,655)	22,285	-7%	
Processable Waste Collection Expenditure						
Employee Costs	992,177	725,085	741,165	16,080	2%	
Other Expenses	3,864,812	2,777,592	2,824,991	47,399	2%	
Rubbish Bins - Revaluation Decrement	0	0	0	0		
Operating Projects	80,000	59,600	751	(58,849)	-99%	Timing variance relating to FOGO marketing campaign.
Processable Waste Collection Expenditure Total	4,954,417	3,605,351	3,597,823	(7,528)	0%	
Processable Waste Collection Indirect Costs						
Allocations	868,715	630,633	618,934	(11,699)	-2%	
On Costs Recovery	(876,250)	(657,189)	(518,310)	138,879	-21%	
Processable Waste Collection Indirect Costs Total	(7,535)	(26,556)	100,624	127,180	-479%	
Processable Waste Collection Total	4,671,182	3,266,856	3,408,792	141,937	4%	
Other Waste Services						
Other Waste Services Revenue						
Revenue	(10,065)	(7,542)	(11,418)	(3,876)	51%	
Other Waste Services Revenue Total	(10,065)	(7,542)	(11,418)	(3,876)	51%	
Other Waste Services Expenditure						
Other Expenses	580,192	410,062	316,211	(93,851)	-23%	Favourable variance on general maintenance.
Household Hazardous Waste Collection Day	2,200	2,200	1,752	(448)	-20%	
Other Waste Services Expenditure Total	582,392	412,262	317,962	(94,300)	-23%	
Recycling Revenue Total	0	0	0	0		
Recycling Expenditure						
Recycling Expenditure	1,051,725	701,019	513,371	(167,648)	-27%	\$162k timing variance on recycling collection.
Recycling Expenditure Total	1,051,725	701,019	513,371	(167,648)	-27%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Public Works Overhead						
Public Works Overhead Revenue						
Revenue	(61,700)	(30,078)	(43,107)	(13,029)	43%	
Public Works Overhead Revenue Total	(61,700)	(30,078)	(43,107)	(13,029)	43%	
Public Works Overhead Expenditure						
Employee Costs	438,017	318,953	304,222	(14,731)	-5%	
Other Employee Costs	45,059	33,795	22,186	(11,609)	-34%	
Other Expenses	58,850	44,636	48,173	3,537	8%	
Public Works Overhead Expenditure Total	541,926	397,384	374,580	(22,804)	-6%	
Public Works Overhead Indirect Costs						
Allocations	636,242	462,423	457,444	(4,979)	-1%	
On Costs Recovery	(191,782)	(143,838)	(356,120)	(212,282)	148%	
Public Works Overhead Indirect Costs Total	444,460	318,585	101,324	(217,261)	-68%	
Public Works Overhead Total	924,686	685,891	432,796	(253,093)	-37%	
Plant Operating						
Other Expenses	1,856,692	1,392,508	1,272,953	(119,555)	-9%	
Plant and Equipment - Revaluation Decrem	0	0	0	0		
Plant Operating Expenditure Total	1,856,692	1,392,508	1,272,953	(119,555)	-9%	
Plant Operating Indirect Costs						
Allocations	(1,102,377)	(849,570)	(1,118,582)	(269,012)	32%	
Plant Operating Indirect Costs Total	(1,102,377)	(849,570)	(1,118,582)	(269,012)	32%	
Plant Operating Total	754,315	542,938	154,370	(388,568)	-72%	
Recoverable Works						
Recoverable Works Revenue						
Revenue	(12,309)	(9,234)	(15,456)	(6,222)	67%	
Recoverable Works Revenue Total	(12,309)	(9,234)	(15,456)	(6,222)	67%	
Recoverable Works Expenditure						
Other Expenses	12,309	9,234	15,857	6,623	72%	
Recoverable Works Expenditure Total	12,309	9,234	15,857	6,623	72%	
Recoverable Works Total	0	0	401	401	100%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Drainage Expenditure						
Other Expenses	376,443	254,326	278,242	23,916	9%	
Drainage - Revaluation Decrement	0	0	0	0		
Drainage Expenditure Total	376,443	254,326	278,242	23,916	9%	
Drainage Expenditure Total	376,443	254,326	278,242	23,916	9%	
Footpaths/Cycleways Expenditure						
Other Expenses	1,049,151	785,522	847,413	61,891	8%	
Footpaths - Revaluation Decrement	0	0	0	0		
Footpaths/Cycleways Expenditure Total	1,049,151	785,522	847,413	61,891	8%	
Leederville Gdn Retirement Village Indirect Costs Total	0	0	0	0		
Rights of Way Expenditure						
Other Expenses	284,292	213,223	199,574	(13,649)	-5%	
Rights of Way - Revaluation Decrement	0	0	0	0		
Rights of Way Expenditure Total	284,292	213,223	199,574	(13,649)	-6%	
Rights of Way Expenditure Total	284,292	213,223	199,574	(13,649)	-6%	
Roads Expenditure						
Other Expenses	3,199,876	2,402,633	2,437,546	34,913	1%	
Roads - Revaluation Decrement	0	0	0	0		
Roads Expenditure Total	3,199,876	2,402,633	2,437,546	34,913	1%	
Roads Expenditure Total	3,199,876	2,402,633	2,437,546	34,913	1%	
Street Cleaning Expenditure						
Street Cleaning Expenditure						
Other Expenses	1,373,615	1,026,972	807,278	(219,694)	-21%	Timing variance relating to maintenance works.
Street Cleaning Expenditure Total	1,373,615	1,026,972	807,278	(219,694)	-21%	
Street Cleaning Expenditure Total	1,373,615	1,026,972	807,278	(219,694)	-21%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 MARCH 2021



	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	85,000	66,332	70,790	4,458	7%	
Traffic Control for Roadworks Expenditure Total	85,000	66,332	70,790	4,458	7%	
<u>Roadwork Signs and Barricades Expenditure Total</u>	2,000	1,002	3,486	2,484	248%	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	500	500	501	1	0%	
Sump Expenditure Total	500	500	501	1	0%	
<u>Sump Expenditure Total</u>	500	500	501	1	0%	
<u>Works Depot Revenue</u>						
Works Depot Revenue						
Revenue	(1,259)	(945)	(775)	170	-18%	
Works Depot Revenue Total	(1,259)	(945)	(775)	170	-18%	
<u>Works Depot Revenue Total</u>	(1,259)	(945)	(775)	170	-18%	

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 MARCH 2021

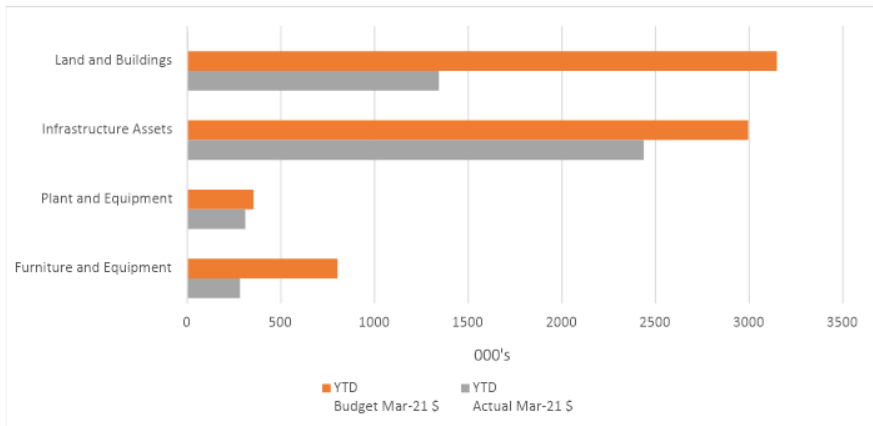


	Current Budget 2020/21 \$	YTD Budget 31/03/2021 \$	YTD Actual 31/03/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Works Depot						
Works Depot Expenditure						
Employee Costs	183,986	135,437	132,116	(3,321)	-2%	
Other Employee Costs	2,500	1,872	872	(1,001)	-53%	
Other Expenses	9,750	7,317	1,392	(5,925)	-81%	
Works Depot Expenditure Total	196,236	144,626	134,379	(10,247)	-7%	
Works Depot Indirect Costs						
Allocations	(194,977)	(143,681)	(133,605)	10,076	-7%	
Works Depot Indirect Costs Total	(194,977)	(143,681)	(133,605)	10,076	-7%	
Works Depot Total	1,259	945	775	(170)	-18%	
Depot Building						
Depot Occupancy Costs						
Building Maintenance	90,000	70,125	97,772	27,647	39%	Timing variance relating to maintenance works.
Depot Occupancy Costs Total	329,068	256,297	284,267	27,970	11%	
Depot Indirect Costs						
Allocations	(329,068)	(256,297)	(284,267)	(27,970)	11%	
Depot Indirect Costs Total	(329,068)	(256,297)	(284,267)	(27,970)	11%	
Depot Building Total	0	0	0	0		
Net Operating	6,592,266	(4,021,875)	(7,580,612)	(3,558,737)	88%	

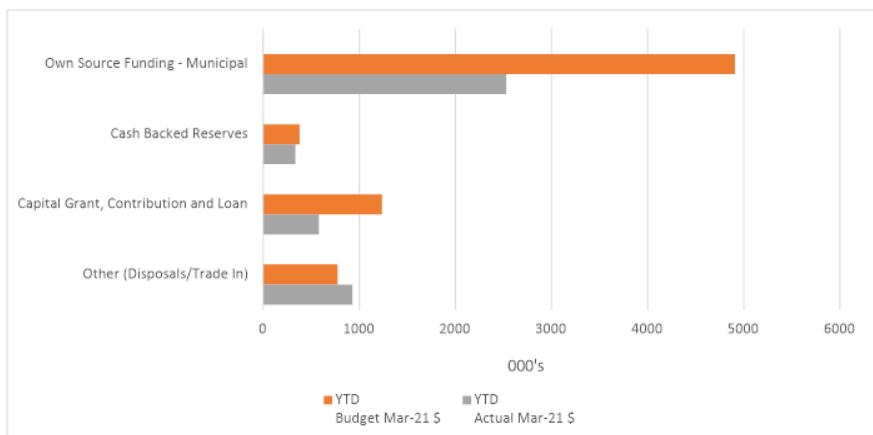
CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021



CAPITAL EXPENDITURE	Revised Budget 2020/21	YTD Budget Mar-21	YTD Actual Mar-21	YTD Variance	Variance
	\$	\$	\$	\$	%
Land and Buildings	5,865,504	3,147,934	1,342,912	(1,805,022)	-57%
Infrastructure Assets	6,332,790	2,995,313	2,438,022	(557,291)	-19%
Plant and Equipment	398,812	353,550	309,330	(44,220)	-13%
Furniture and Equipment	1,272,100	801,850	281,240	(520,610)	-65%
Total	13,869,206	7,298,647	4,371,504	(2,927,143)	-40%



FUNDING	Revised Budget 2020/21	YTD Budget Mar-21	YTD Actual Mar-21	YTD Variance	Variance
	\$	\$	\$	\$	%
Own Source Funding - Municipal	8,025,873	4,909,497	2,530,948	(2,378,549)	-48%
Cash Backed Reserves	3,365,850	380,000	334,549	(45,451)	-12%
Capital Grant, Contribution and Loan	1,704,483	1,236,150	578,574	(657,576)	-53%
Other (Disposals/Trade In)	773,000	773,000	927,433	154,433	20%
Total	13,869,206	7,298,647	4,371,504	(2,927,143)	-40%



CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
LAND & BUILDING ASSETS							
ADMIN CENTRE							
Air Conditioning & HVAC Renewal - Admin Building HVAC	300,000	40,000	0	(40,000)	-100%	0	Quotes received, project to commence in May.
BEATTY PARK LEISURE CENTRE							
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	3,377,570	1,600,000	685,766	(914,234)	-57%	1,581,808	Works in progress.
Beatty Park - Replacement of gym carpet	9,851	9,851	9,345	(506)	-5%	506	Works completed.
Beatty Park Leisure Centre – Concourse Tiling	200,000	0	0	0	0%	36,338	
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	450,000	0	0	0	0%	-	Multi year project awaiting scoping.
LIBRARY							
Upgrade Library counter to enhance customer service delivery	50,000	50,000	1,500	(48,500)	-97%	0	Quotes received, project to commence in May
LOFTUS CENTRE							
Loftus Community Centre – ceiling fabric, lighting and bathroom renewal	170,000	170,000	88,271	(81,729)	-48%	750	Works in progress. To be completed by June
Loftus Centre - Stormwater Retention tank	120,000	120,000	118,353	(1,648)	-1%	5,454	Works completed.
Loftus Recreation Centre - Change room upgrade	141,700	141,700	141,689	(11)	0%	0	Works completed.
DEPARTMENT OF SPORTS AND RECREATION							
DLGSC renewal/upgrade-Lease obligation	196,000	196,000	92,706	(103,294)	-53%	1,891	Works in progress.
MISCELLANEOUS							
Solar Photovoltaic Panel System Installation - Mt Hawthorn Community Centre	8,900	8,900	168	(8,732)	-98%	0	Deferred tender to be taken to council in May OMC.
Solar Photovoltaic Panel System Installation - North Perth Town Hall	8,900	8,900	0	(8,900)	-100%	0	Deferred to future budget year.
Solar Photovoltaic Panel System Installation - Vincent Community Centre	20,150	20,150	0	(20,150)	-100%	0	Deferred tender to be taken to council in May OMC.
Solar Photovoltaic Panel System Installation - Britannia Reserve Pavilion	8,900	8,900	0	(8,900)	-100%	0	Deferred tender to be taken to council in May OMC.
Solar Photovoltaic Panel System Installation - Perth Soccer Club	30,000	30,000	1,100	(28,900)	-96%	0	On hold pending repayment of outstanding debts to the City.
LED floodlight upgrade - Leederville Tennis Club	21,548	21,548	21,548	0	0%	0	Works completed.
Royal Park Hall - Kitchen and amenities renewal	190,000	190,000	143,647	(46,353)	-24%	547	Works completed - awaiting invoices.
Roofing Renewal-Loton Park Tennis Club Room	180,000	180,000	1,600	(178,401)	-99%	0	Quotes being sought.
Air Conditioning & HVAC Renewal - Belgravia Leisure Centre	50,000	20,000	3,323	(16,677)	-83%	0	Works in progress.
Leederville Oval Stadium - Electrical renewal - 3 boards	300,000	300,000	1,912	(298,088)	-99%	0	Tender submissions at evaluation stage.
Public Toilet - Hyde park east - renewal	31,985	31,985	31,985	0	0%	0	Works completed.
FOR LAND & BUILDING ASSETS	5,865,504	3,147,934	1,342,912	(1,805,022)	-57%	1,627,293	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
INFRASTRUCTURE ASSETS							
LOCAL ROADS PROGRAM							
Newcastle, Loftus - Charles St Rd Rehabilitation	10,000	10,000	10,659	659	7%	0	Works completed.
Eton St - Gill St to Hobart St	61,029	61,029	58,484	(2,545)	-4%	0	Works completed.
Coronation St - Chamberlain St to Scarborough Beach Rd	111,500	111,500	115,025	3,525	3%	2,273	Works completed.
Edinboro St-Hobart St to Scarborough Beach Rd	51,730	51,730	55,588	3,858	7%	0	Works completed.
Edinboro St-Hobart St to Edinboro St Reserve	108,000	108,000	111,659	3,659	3%	0	Works completed.
Seabrook St-Anzac Rd to Brentham St	27,238	27,238	26,318	(920)	-3%	0	Works completed.
Lake St-Glendower St to Bulwer St	69,500	69,500	39,216	(30,284)	-44%	3,668	Works completed, awaiting final invoices.
Lake St-Stuart St to Brisbane St	94,500	94,500	101,164	6,664	7%	11,098	Works completed, awaiting final invoices.
Cantle St-Lord St to West Parade	74,500	74,500	55,900	(18,600)	-25%	489	Works completed.
Chapman St-Lord St to West Parade	89,000	89,000	70,712	(18,288)	-21%	3,951	Works completed.
Thorley St-Brewer St to Edward St	52,000	52,000	31,328	(20,672)	-40%	340	Works completed.
Blackford St-Egina St to Cul-dee-sac	43,212	43,212	42,027	(1,185)	-3%	-	Works completed.
The Boulevard-Scarborough Beach Rd to Berryman St	62,000	52,000	68,682	16,682	32%	312	Works completed.
Kalgoorlie St-Berryman St too Scarborough Beach Rd	69,259	69,259	69,259	0	0%	0	Works completed.
Ellesmere St-Matlock St to Flinders St	77,000	77,000	78,507	1,507	2%	3,745	Works completed.
Laneway Rear of Leederville Hotel-Oxford Street to rear of 226 Carr Place	155,808	0	0	0	0%	0	Awaiting invoices from Developer.
Norfolk St-Burt St to Forrest St	88,000	88,000	29,544	(58,456)	-66%	3,690	Works in progress.
Kadina St-Pennant St to Bourke St	5,000	5,000	1,721	(3,279)	-66%	0	Works completed.
Howlett St-Pennant St to Hardy St	2,500	2,500	645	(1,855)	-74%	0	Works completed.
Chamberlain St-Coronation St to Pennant St	1,250	1,250	1,522	272	22%	0	Works completed.
Eton St-Hobart St to Haynes St	2,500	2,500	825	(1,675)	-67%	0	Works completed.
Emmerson St-Morrison St to Loftus St	1,800	1,800	840	(960)	-53%	0	Works completed.
Cleaver St-Newcastle St to Old Aberdeen Place	88,950	88,950	2,613	(86,338)	-97%	0	Works scheduled for May 2021.
Ellesmere St - Flinders St to Shakespeare St	148,839	0	0	0	0%	0	Works to be scheduled.
Berryman St - The Boulevarde to Kalgoorlie St	56,181	0	0	0	0%	0	Works to be scheduled.
The Boulevarde - Berryman St to Larne	53,090	0	0	0	0%	0	Works to be scheduled.
Bruce Street - Leicester Street to Oxford St	137,600	0	10,187	10,187	100%	15,749	Works commenced.
Leicester Street - Richmond to Bourke St	105,280	0	0	0	0%	9,858	Works commenced.
ROAD TO RECOVERY							
Sasse Avenue-Purslowe St to Anzac Rd	212,190	212,190	206,492	(5,698)	-3%	320	Works completed.
The Avenue-Vincent Street to Car Park	47,700	47,700	47,689	(11)	0%	0	Works completed.
Vincent St - Mitchell FW overpass to Leederville P	2,762	2,762	1,847	(915)	-33%	0	Works completed.
TRAFFIC MANAGEMENT							
Improved pedestrian crossings at signalised intersections (Walcott St. & William St. , Bulwer St. Fitzgerald St.)	24,100	24,100	24,100	0	0%	0	Works completed.
Alma/Claverton Local Area Traffic Management	50,000	0	1,045	1,045	100%	0	Public consultation being sought.
Harold and Lord St Intersection	26,000	0	0	0	0%	0	Project at planning stage.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
BLACK SPOT PROGRAM							
Vincent - Fitzgerald St to Chelmsford Rd	72,800	0	56,453	56,453	100%	5,599	Works completed.
Intersection of Brady and Milton St, Mt Hawthorn	45,000	15,000	53,514	38,514	257%	500	Works completed.
Intersection of Bulwer and Stirling St, Perth	100,000	25,000	4,040	(20,960)	-84%	0	Works to be completed in June 2021.
Intersection of Green, Tyler & Merredin St, Mt Hawthorn/Joondanna	30,000	15,000	3,620	(11,380)	-76%	0	Awaiting confirmation from City of Stirling.
Intersection of Beaufort and Harold Streets, Highgate	100,000	25,000	2,820	(22,180)	-89%	0	Works cancelled, to be deferred for two years.
Intersection of Loftus and Vincent Streets, West Perth/Leederville	250,000	70,000	4,730	(65,270)	-93%	0	Works to be carried forward for implementation Nov-Dec 2021.
Intersection of Fitzgerald Street & Raglan Road, North Perth	80,000	25,000	6,620	(18,380)	-74%	0	Works cancelled.
Minor Traffic Management Improvement Program	80,000	45,500	47,846	2,346	5%	7,248	Works in progress.
STREETSCAPE IMPROVEMENTS							
Minor streetscape improvements	30,000	22,500	17,295	(5,205)	-23%	110	Works in progress.
Streetscape Improvements-Cleaver St	50,000	0	0	0	0%	1,018	Works scheduled for May 2021.
Streetscape Improvements-Angove St and Fitzgerald St	10,000	0	0	0	0%	0	Project at planning stage, will be carry forward to FY 2021-22
North Perth Public Open Space	3,000	3,000	0	(3,000)	-100%	0	Purchase order raised, works to be completed by June 2021.
ROADWORKS - REHABILITATION (MRRG PROGRAM)							
Bulwer St - Beaufort St to Williams St	43,424	43,424	30,747	(12,677)	-29%	12,677	Works completed.
Loftus St - Bourke St to Scarborough Beach Rd	15,000	15,000	10,044	(4,956)	-33%	0	Works completed.
Newcastle St-Beaufort St to Lord St - Eastbound	143,800	143,800	141,606	(2,194)	-2%	2,258	Works completed.
Smith St-Bulwer to Lincoln St	107,500	107,500	67,821	(39,679)	-37%	5,437	Works completed.
Brisbane St-Bulwer St to Stirling St	120,900	120,900	93,721	(27,179)	-22%	0	Works completed.
RIGHTS OF WAY							
Annual review based upon the most recent condition assessment survey	80,000	0	41,251	41,251	100%	10,527	Works in progress.
SLAB FOOTPATH PROGRAMME							
Golding St-Newcastle St to Old Aberdeen St	38,180	38,180	0	(38,180)	-100%	0	Works scheduled.
Brisbane Trc (North)-Lake St to Brisbane Plc	27,920	27,920	1,272	(26,648)	-95%	0	Works scheduled.
Brisbane Trc (South)-Lake St to Brisbane Plc	26,761	26,761	0	(26,761)	-100%	0	Works scheduled.
Lake St-Brisbane Trc to Robinson Avenue	5,603	3,000	2,811	(189)	-6%	0	Works completed.
Lake St-Newcastle St to Forbes Rd	2,310	1,000	2,262	1,262	126%	0	Works completed.
Leeder St-Jugan St to Cul-de-sac	3,353	2,000	3,868	1,868	93%	0	Works completed.
Caversham St-Claisebrook Rd to Cul-de-sac	12,669	8,000	9,426	1,426	18%	0	Works completed.
Mary St (North)-William St to Mereny Lane	13,000	13,000	0	(13,000)	-100%	9,100	Works commenced.
Mary St (South)-William St to Mereny Lane	13,000	13,000	0	(13,000)	-100%	12,020	Works commenced.
Broome St-Smith St to Brigatti Gardens	5,500	2,000	681	(1,319)	-66%	4,500	Works completed.
London St-Intersection of Scarborough Beach Road	60,104	60,104	0	(60,104)	-100%	0	Works scheduled.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
BICYCLE NETWORK							
Florence/Strathcona/Golding Safe Active Street	300,000	0	28,666	28,666	100%	4,200	Works scheduled.
Design for Norfolk St N/S Route	50,000	0	41,365	41,365	100%	-	Works at design stage.
Design for Glendalough to Brady	15,000	0	5,470	5,470	100%	0	Works at design stage.
DRAINAGE							
Britannia Reserve Main Drain Renewal stage 1&2	80,000	0	0	0	0%	16,364	Works commenced.
Minor drainage improvement program	50,000	0	0	0	0%	0	Works to be scheduled.
Gully Soak-well program	60,000	0	21,882	21,882	100%	0	Works in progress.
CAR PARK DEVELOPMENT							
Car Parking Upgrade-Melrose St angled parking	75,000	0	67,800	67,800	100%	12,105	Works completed.
Car Parking Upgrade-Strathcona St angled parking	20,000	0	0	0	0%	0	Project at design stage.
Car Parking Upgrade-Albert St angled parking Stage 3	55,000	0	4,040	4,040	100%	0	Project scheduled.
Depot - Car park lighting Renewal	60,000	60,000	32,979	(27,021)	-45%	32,356	Works in progress.
PARKS AND RESERVES							
Banks Reserve Master Plan Implementation - Stage 1	239,109	239,109	212,193	(26,916)	-11%	-	Works completed.
Greening Plan-Pansy Street carpark	25,000	25,000	5,251	(19,749)	-79%	3,708	Works in progress.
Greening Plan-Pansy Street	5,000	5,000	2,620	(2,380)	-48%	510	Works in progress.
Greening Plan-West End Arts Precinct	30,000	30,000	12,101	(17,899)	-60%	0	Works in progress.
Greening Plan-Norham Street	15,000	15,000	0	(15,000)	-100%	2,875	Project at design stage.
Greening Plan-Highlands Road	10,000	10,000	0	(10,000)	-100%	1,890	Project at design stage.
Greening Plan-Hawthorn Street	10,000	10,000	0	(10,000)	-100%	3,624	Project at design stage.
Greening Plan-Little Walcott Street	5,000	5,000	7,795	2,795	56%	1,675	Project at design stage.
Lynton Street Park Upgrade	18,145	18,145	14,235	(3,910)	-22%	3,910	Works completed.
Forrest Park Floodlight Renewal	130,000	130,000	0	(130,000)	-100%	125,699	Works to be completed by June 2021.
Birdwood Square Floodlight Renewal	20,000	20,000	20,908	908	5%	0	Works to be completed by June 2021.
Minor infrastructure improvements	20,000	20,000	7,538	(12,462)	-62%	0	Works to be completed by June 2021.
Litts Stadium & Britannia Res End of Le	120,000	40,000	42,289	2,289	6%	78,547	Works to be completed by June 2021.
Braithwaite Park - Rope Bridge	14,250	14,250	0	(14,250)	-100%	0	Expense incorrectly costed to operating account, to be transferred in April 2021.
Greening Plan - Coogee St Car Park	30,000	0	0	0	0%	0	Works to be scheduled.
Greening Plan - Russell Avenue	15,000	0	0	0	0%	0	Works to be scheduled.
Greening Plan - Howlett Street	15,000	0	0	0	0%	0	Works to be scheduled.
Greening Plan - Little Russell Street	10,000	0	0	0	0%	0	Works to be scheduled.
RETICULATION							
Britannia Reserve - renew groundwater bore (south) No.40	45,000	0	40,381	40,381	100%	0	Works completed.
Kylla Park - replace irrigation cubicle	15,000	15,000	0	(15,000)	-100%	0	Works to be scheduled.
Auckland/Hobart Street Reserve - replace irrigation	50,000	0	0	0	0%	0	Works to be scheduled.
Auckland/Hobart St Res Renew Inground Irrigation	50,000	0	0	0	0%	0	Works to be scheduled.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2020/21
AS AT 31 MARCH 2021

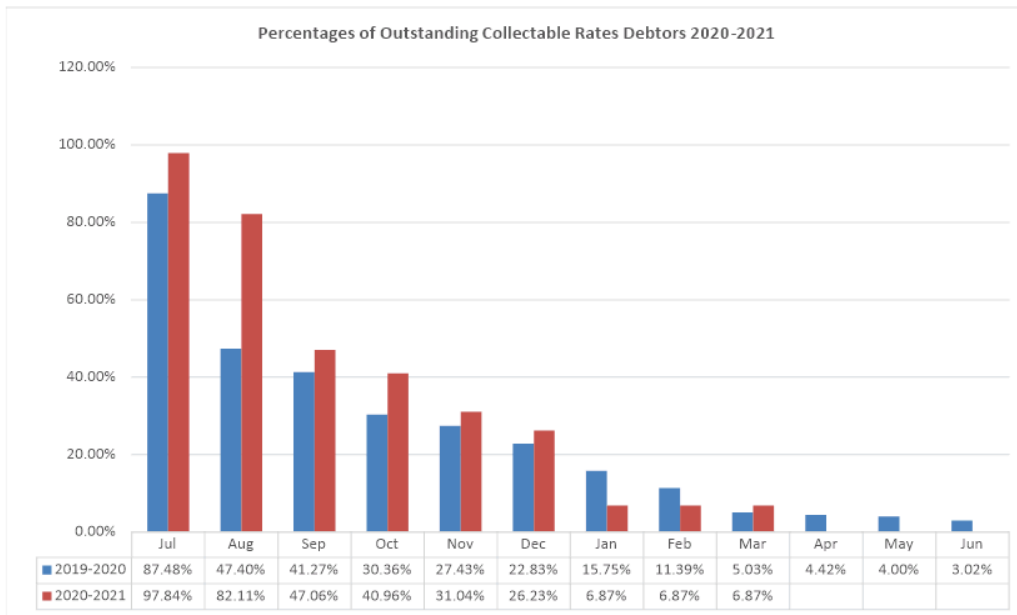
Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Variance	Commitment (PO)	Variance	Commentary
	2020/21	2020/21	2020/21			Balance		
PARKS FURNITURE								
Brentham Street Reserve - Lighting	70,000	0	0	0	0%	0		Seeking quotes.
Miscellaneous Park - LED Lighting	50,000	0	0	0	0%	10,422		Seeking quotes.
Brittania Reserve – Floodlight Repair	741,444	0	0	0	0%	0		Project in design phase.
STREET FURNITURE								
Bus Shelter Replacement	20,000	0	0	0	0%	0		Project in design phase.
Bus Shelter-William St	15,000	0	4,465	4,465	100%	2,325		Works completed.
FOR INFRASTRUCTURE ASSETS	6,332,790	2,995,313	2,438,022	-	557,291	-	10	424,399
PLANT & EQUIPMENT ASSETS								
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME								
Light Fleet - Annual Changeover	190,000	190,000	170,780	(19,220)	-10%	28,200		Fleet replacement programme progressing as planned.
MAJOR PLANT REPLACEMENT PROGRAMME								
Single Axle Tipper Truck	138,550	138,550	138,550	(0)	0%	0		Truck delivered in July 2020.
MISCELLANEOUS								
Parking Sensors Pilot Project	11,810	0	0	0	0%	0		Project scope changed, funds to be returned as surplus.
Water and Energy Efficiency Initiatives	38,452	25,000	0	(25,000)	-100%	8,573		Associated projects not commenced as yet.
Parking Machines Asset Replacement Prog	20,000	0	0	0	0%	0		Works to be schedulesd.
TOTAL EXPENDITURE								
FOR PLANT & EQUIPMENT ASSETS	398,812	353,550	309,330	(44,220)	-13%			36,773
FURNITURE & EQUIPMENT ASSETS								
INFORMATION TECHNOLOGY								
Enterprise Applications upgrade	440,000	90,000	91,012	1,012	1%	39,814		Implementation & training of Contracts management module completed. Upgrade of Authority in progress.
Building Management System software-Admin	120,000	30,000	0	(30,000)	-100%	0		Project not commenced as yet.
MARKETING & COMMUNICATIONS								
COVID-19 Artwork relief project	525,600	525,600	132,873	(392,727)	-75%	18,500		Monies have started being distributed to the successful applicants.
Beatty Park Leisure Centre								
Beatty Park Leisure Centre - Non Fixed Assets Renewal	71,500	60,000	3,195	(56,805)	-95%	39,700		Works being completed on a needs basis.
MISCALLENEOUS								
Miscellaneous Assets Renewal	75,000	56,250	46,728	(9,522)	-17%	16,826		Works in progress at various locations.
CCTV Renewal Civic and Loftus Precinct	40,000	40,000	7,432	(32,568)	-81%	26,660		Works in progress.
TOTAL EXPENDITURE								
FOR FURNITURE & EQUIPMENT ASSETS	1,272,100	801,850	281,240	(520,610)	-65%			258,260
TOTAL CAPITAL EXPENDITURE	13,869,206	7,298,647	4,371,504	(2,927,143)	-40%			2,346,726

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 31 MARCH 2021



Reserve Particulars	Budget Opening Balance 01/07/2020 \$	Actual Opening Balance 01/07/2020 \$	Budget Transfers to Reserve 30/06/2021 \$	YTD Actual Transfers to Reserve 31/03/2021 \$	Budget Interest Earned 30/06/2021 \$	YTD Actual Interest Earned 31/03/2021 \$	Budget Transfers from Reserve 30/06/2021 \$	YTD Actual Transfers from Reserve 31/03/2021 \$	Budget Closing Balance 30/06/2021 \$	Actual Closing Balance 31/03/2021 \$
Asset Sustainability Reserve	5,293,197	5,293,197	1,743,000	1,060,120	61,887	32,973	(2,869,583)	(1,335,509)	4,228,501	5,050,781
Beatty Park Leisure Centre Reserve	101,218	101,218	(0)	0	1,183	631	0	0	102,401	101,849
Cash in Lieu Parking Reserve	1,926,192	1,926,192	6,000	3,986	22,521	11,997	(527,000)	(152,963)	1,427,713	1,789,212
Hyde Park Lake Reserve	159,269	159,269	(0)	0	1,862	992	0	0	161,131	160,261
Land and Building Acquisition Reserve	297,471	297,471	0	0	3,478	1,853	0	0	300,949	299,324
Leederville Oval Reserve	94,069	94,069	0	0	1,100	587	0	0	95,169	94,656
Loftus Community Centre Reserve	36,901	36,901	(0)	0	431	229	0	0	37,332	37,130
Loftus Recreation Centre Reserve	171,525	171,525	51,664	27,800	2,005	1,072	0	0	225,194	200,397
Office Building Reserve - 246 Vincent Street	401,156	401,156	(0)	0	4,690	2,498	(196,000)	(92,706)	209,846	310,948
Parking Facility Reserve	105,607	105,607	0	0	1,235	657	0	0	106,842	106,264
Percentage For Public Art Reserve	488,867	488,867	18,000	59,797	5,716	3,185	(525,600)	(132,873)	(13,017)	418,976
Plant and Equipment Reserve	22,483	22,483	0	0	263	140	0	0	22,746	22,623
State Gymnastics Centre Reserve	110,197	110,197	9,682	4,583	1,288	686	0	0	121,167	115,466
Strategic Waste Management Reserve	997,471	997,471	(0)	0	11,662	6,212	0	0	1,009,133	1,003,683
Tamala Park Land Sales Reserve	340,902	340,902	250,000	0	3,986	2,138	0	0	594,888	343,040
Underground Power Reserve	210,051	210,051	0	0	2,456	1,308	0	0	212,507	211,359
Waste Management Plant and Equipment Reserve	219,949	219,949	0	0	2,572	1,371	0	0	222,521	221,320
POS reserve - Haynes Street	0	0	157,899	157,899	1,870	980	0	0	159,769	158,879
	10,976,525	10,976,525	2,236,245	1,314,185	130,205	69,509	(4,118,183)	(1,714,051)	9,224,792	10,646,168

CITY OF VINCENT
NOTE 7 - RATING INFORMATION
AS AT 31 MARCH 2021



CITY OF VINCENT
NOTE 7 - RATING INFORMATION
FOR THE MONTH ENDED 31 MARCH 2021



	Rateable Value	Rate in Dollar	Budget	Actual	Rates Levied to Budget
	\$	Cents	\$	\$	%
Rate Revenue					
General Rate					
10726 Residential	240,742,009	0.0779	18,744,512	18,744,512	100.0%
168 Vacant Residential	4,110,000	0.0725	297,975	297,975	100.0%
1610 Other	122,800,566	0.0672	8,249,742	8,249,742	100.0%
46 Vacant Commercial	2,355,370	0.1282	301,888	301,888	100.0%
 Minimum Rate					
6184 Residential @ \$1,211.9	78,526,492		7,494,390	7,494,390	100.0%
157 Vacant Residential @ \$1,211.9	1,926,000		190,268	190,268	100.0%
150 Other @ \$1,197.7	1,873,844		179,655	179,655	100.0%
0 Vacant Commercial			0	0	
 Interim Rates	0		300,000	554,422	184.8%
 Rates Waiver	0		(145,000)	(127,860)	88.2%
 Total Amount Made up from Rates	452,334,281		35,613,430	35,884,992	
 Non Payment Penalties					
Instalment Interest @ 5.5%			160,000	161,078	100.7%
Penalty Interest @ 8%			90,000	119,293	132.5%
Administration Charge - \$8 per instalment			160,000	141,834	88.6%
Legal Costs Recovered			0	116	100.0%
			36,023,430	36,307,312	
 Other Revenue					
Exempt Bins - Non Rated Properties			185,420	158,479	85.5%
Commercial / Residential Additional Bins			174,534	119,142	68.3%
Swimming Pools Inspection Fees			18,800	14,420	76.7%
			36,402,184	36,599,353	
 Opening Balance				978,892	
 Total Collectable			36,402,184	37,578,245	103.23%
 Less					
Cash Received				33,972,026	
Rebates Allowed				1,105,648	
 Rates Balance To Be Collected			36,402,184	2,500,372	6.87%
 Add					
ESL Debtors				198,134	
Pensioner Rebates Not Yet Claimed				186,940	
ESL Rebates Not Yet Claimed				10,000	
 Less					
Deferred Rates Debtors				(115,535)	
 Current Rates Debtors Balance				2,779,910	

CITY OF VINCENT
NOTE 8 - DEBTOR REPORT
FOR THE MONTH ENDED 31 MARCH 2021



DESCRIPTION	CURRENT \$	31-59 DAYS \$	60-89 DAYS \$	OVER 90 DAYS \$	BALANCE \$
DEBTOR CONTROL - HEALTH LICENCES	1,885	1,885	(224)	189,898	193,444
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	93	0	0	138,328	138,419
DEBTOR CONTROL - PROPERTY INCOME	51,528	32,952	66,408	6,644	157,532
DEBTOR CONTROL - RECOVERABLE WORKS	0	4,230	0	0	4,230
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	0	0	0	0	0
DEBTOR CONTROL - OTHER	45,036	48,861	4,072	110,527	208,495
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - PLANNING SERVICES FEES	200	0	0	1,210	1,410
DEBTOR CONTROL - GST	(169,323)	78,515	0	90,820	12
DEBTOR CONTROL - INFRINGEMENT	109,808	50,901	36,297	1,325,457	1,522,464
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(181,310)	(181,310)
IMPAIRMENT OF RECEIVABLES	0	0	0	(194,671)	(194,671)
TOTAL DEBTORS OUTSTANDING AS AT 31/03/2021	39,227	215,344	106,553	1,486,901	1,848,024

ACCURED INCOME	48,290
ACCURED INTEREST	35,629
PREPAYMENTS	207,274
TOTAL TRADE AND OTHER RECEIVABLES	2,139,218

DATE	SUNDRY DEBTORS OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
11/03/2019	Tennis Seniors Western Australia	5,728.05	Building Insurance 2018/19 & 2019/20	In the process to debt collection.
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	On-going discussion to ascertain if the Club qualifies for COVID-19 relief.
20/10/2020	Department of Education	1,697.70	Building Insurance and Water Recoup	Payment expected to made in March.
22/08/2018	C D Hunter	14,655.25	Cost for court case	\$100 Monthly Repayment in progress from 27/10/20
21/01/2019	Matthew Slinger	21,800.30	Outstanding court costs awarded to COV	Have been handed over to FER
09/07/2019	R Cox	1,170.00	Outstanding court costs awarded to COV	Have been handed over to FER.
28/11/2019	A Kindu	2,339.25	Damage/vandalism to hired venue	Sent to debt collection agency.
13/10/2020	D Bianchi	16,146.00	Outstanding court costs awarded to COV	\$200 Monthly Repayment in progress from Dec 20
21/07/2020	Kamran Beykpour	25,813.00	Court fines and costs re: 155 Walcott St	Pleaded not guilty. Court trial set 15 February 2021
BALANCE OF 90 DAY DEBTORS OVER \$500.00		117,922.55		

CITY OF VINCENT
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 MARCH 2021



	Revised Budget 2020/21 \$	YTD Budget Mar-21 \$	YTD Actuals Mar-21 \$	YTD Actuals Mar-20 \$	Month Actuals Mar-21 \$	Month Actuals Mar-20 \$
ADMINISTRATION						
Revenue	0	0	0	(2,295)	0	0
Expenditure	0	26,465	0	2,951	119	(1,754)
Surplus/(Deficit)	0	26,465	0	656	119	(1,754)
SWIMMING POOLS AREA						
Revenue	1,474,851	1,244,559	1,313,288	1,725,532	116,511	144,750
Expenditure	(3,491,712)	(2,646,848)	(2,744,936)	(3,076,860)	(362,523)	(329,675)
Surplus/(Deficit)	(2,016,861)	(1,402,289)	(1,431,648)	(1,351,328)	(246,012)	(184,925)
SWIM SCHOOL						
Revenue	1,072,146	857,849	999,650	1,197,127	102,765	112,391
Expenditure	(928,770)	(750,082)	(729,399)	(867,982)	(84,378)	(103,732)
Surplus/(Deficit)	143,376	107,767	270,251	329,145	18,387	8,659
CAFÉ						
Revenue	0	0	0	534,731	0	31,007
Expenditure	(34,280)	(34,280)	(35,012)	(610,026)	(4)	(64,576)
Surplus/(Deficit)	(34,280)	(34,280)	(35,012)	(75,295)	(4)	(33,569)
RETAIL SHOP						
Revenue	510,765	425,651	471,451	412,394	44,078	26,733
Expenditure	(312,896)	(262,140)	(317,533)	(290,391)	(40,244)	(18,401)
Surplus/(Deficit)	197,869	163,511	153,918	122,003	3,834	8,331
HEALTH & FITNESS						
Revenue	1,181,798	995,646	1,098,141	1,280,181	130,220	135,659
Expenditure	(1,257,384)	(937,332)	(913,671)	(979,268)	(114,286)	(100,126)
Surplus/(Deficit)	(75,586)	58,314	184,470	300,913	15,933	35,533
GROUP FITNESS						
Revenue	430,656	361,558	399,083	491,014	49,192	51,898
Expenditure	(471,569)	(372,606)	(390,397)	(453,306)	(48,651)	(53,686)
Surplus/(Deficit)	(40,913)	(11,048)	8,686	37,708	541	(1,788)
AQUAROBICS						
Revenue	164,784	142,417	154,643	188,987	18,363	19,878
Expenditure	(133,634)	(100,021)	(96,325)	(117,800)	(10,941)	(12,437)
Surplus/(Deficit)	31,150	42,396	58,318	71,186	7,422	7,440
CRECHE						
Revenue	49,750	41,286	41,046	52,374	4,743	5,016
Expenditure	(237,899)	(176,388)	(185,713)	(244,085)	(20,467)	(26,198)
Surplus/(Deficit)	(188,149)	(135,102)	(144,667)	(191,711)	(15,724)	(21,182)
Net Surplus/(Deficit)	(1,983,394)	(1,184,266)	(935,684)	(756,723)	(215,503)	(183,254)
Less: Depreciation	(1,286,776)	(965,081)	(964,189)	(1,029,279)	(106,934)	(115,419)
Cash Surplus/(Deficit)	(696,618)	(219,185)	28,505	272,556	(108,569)	(67,834)

11.4 DIFFERENTIAL RATING STRATEGY 2021/22

Attachments: 1. Rate Setting Statement by Nature & Type 2021/2022  

RECOMMENDATION:**That Council:**

1. **ADVERTISES** by local public notice for a period of 21 days, in accordance with Section 6.36(1) of the *Local Government Act 1995*, its intention to levy the following differential rates and minimum rates in 2021/2022 as set out in the Statement of Objects and Reasons for Differential Rates - 2021/2022;
2. **AUTHORISES** the Chief Executive Officer to invite submissions from electors and ratepayers on the below proposed differential rates and minimum payments for 2021/2022:

	2021/2022	
Rating Category	Rate in the Dollar	Minimum Rate
Residential	0.08012	\$1,247.05
Vacant-Residential	0.07460	\$1,160.00
Vacant-Commercial	0.12817	\$1,516.40
Other	0.06718	\$1,197.70

3. **NOTES** any public submissions received in response to 1 and 2 above will be presented to Council for consideration;
4. **NOTES** that Administration will be maintaining a funding of up to \$100,000, when finalising the 2021/2022 budget, to support the City in responding to ratepayers in financial crisis.

PURPOSE OF REPORT:

To obtain Council's approval to advertise the proposed differential and minimum rates for the 2021/2022 financial year and invite community feedback.

BACKGROUND:

The City imposes differential rates based on the purpose for which land is zoned or for which the land is held or used.

In accordance with section 6.36 of the *Local Government Act 1995*, the City is required to give local public notice of its intention to impose differential general rates prior to adopting its 2021/2022 budget.

DETAILS:**2021/2022 PROPOSED DIFFERENTIAL RATES**

The City proposes the following differential rates be advertised for public comment:

	2021/2022	
Rating Category	Rate in the Dollar	Minimum Rate
Residential	0.08012	\$1,247.05
Vacant-Residential	0.07460	\$1,160.00
Vacant-Commercial	0.12817	\$1,516.40
Other-Commercial/Industrial	0.06718	\$1,197.70

In preparing the above Differential Rates and Minimum Rates for 2021/2022, the City has used following Rates Modelling assumptions:

- Residential properties - 2.9% increase in minimum payments and rate-in-the-dollar;

- Vacant - Residential properties - 2.9% increase in the rate-in-the-dollar;
- Commercial & Industrial properties, and vacant commercial properties - zero increases;
- Vacant - Residential properties - decrease of 4.28% in the minimum payments.

With respect to the decrease of the minimum rate for vacant – residential properties, this has been reduced by 4.28% to comply with the *Local Government Act 1995, Section 6.33 (3)* that the minimum payment cannot be imposed on more than 50% of the total rated properties in each differential category.

The Draft Rate Setting Statement (**Attachment 1**) has also provided for the following items:

- inclusion of an estimated opening balance of \$1,500,000;
- anticipated growth in rateable properties resulting in issuing of interim rates during the year of approximately \$300,000; and
- an allowance for waiver of rates to particular community and sporting groups.

Commercial and Industrial Properties

The major project and strategic priority for the financial year is the introduction of the Food Organics Garden Organics (FOGO) residential waste system.

Council also resolved to end the outdated two-bin service for commercial ratepayers on 30 June 2021. The current commercial service is an extension of the two-bin system for residents, rather than a tailored commercial waste service, and it isn't designed to meet the needs of different businesses or encourage the diversion of waste from landfill. It was important for the City to review the commercial waste service ahead of the planned roll out of the three-bin FOGO system for residents – as FOGO is not suitable for businesses.

Commercial ratepayers will receive a rebate of about \$520 each in 2021-22 to facilitate the change to private waste providers.

There is a total once off rebate for all commercial ratepayers a \$921,000.

No increase is proposed to the rate-in-the-dollar and minimums for commercial ratepayers for 2021/22 to reflect this transition.

Budget Setting for 2021/2022

The City's budget discussion relates to a DRAFT budget and is subject to change.

Subject to Council approval, in 2021/2022 the City of Vincent plans to focus on supporting local businesses, community groups, residents and ratepayers with the Vincent Rebound & Recovery plan. Financial hardship strategies remain in place for ratepayers hardest hit by COVID.

The 2021/2022 DRAFT budget also reflects a period of recovery for the City of Vincent. The City's focus is on conservative and pragmatic spending, designed to maintain amenities and services for the community.

The City managed its budget conservatively during 2020/2021, and in 2021/2022 plans an increase in capital expenditure to \$18,184,568, thereby addressing asset management priorities that were postponed the previous year.

This program includes a Federal Government grant for the 'Local Roads and Community Infrastructure Program' of \$1,141,444, which will fund repairs to the Beatty Park Grandstand, indoor pool concourse tiling and Britannia Reserve sport ground lighting.

The City plans to implement major changes to waste management services, including introducing a FOGO collection service involving a third bin, introducing an on-demand "verge valet" bulk waste service and ceasing commercial waste services.

The City also plans to increase its debt by \$7.5M in relation to operational changes likely to be made as a result of a strategic review of Mandurah Regional Council (MRC). The loan is self-supporting and repayments can be funded from savings in the cost of waste disposal as a result of MRC's strategic review.

Savings generated by these service changes are intended to fund a once-off rebate of \$921,000 which will be provided to commercial businesses to assist in transitioning to a new service.

Employee costs are expected to rise by \$1.9M as Enterprise Bargaining payments (which were frozen in 2020//2021) recommence, and superannuation payments increase from 9.5% to 10%. Materials and contract expenditure are likely to remain comparable to previous year levels.

Finally, with Council approval, the City intends to support the Robertson Park and Britannia North Master Plans with improved community facilities at both locations.

Comparative view of Residential Rates – 2021/2022

In developing an equitable rating model, it is useful to undertake a comparison with other metropolitan local governments.

The following table details how the rate in the dollar and waste collection charges (where they are applied separately) levied in 2020/21 impact on the rate levied on an individual residential property at each of the local governments, based on a nominated Gross Rental Value (GRV) of \$17,160, being the City of Vincent Residential category average.

In a residential rating context, this table demonstrates that in 2020/2021, when the waste collection and security collection charges are factored in the City had:

1. the seventh lowest minimum rate in the metropolitan area (Table 2); and
2. the sixth lowest combined rates/waste charge (Table 3) of the 29 local governments listed for a residential property with a GRV of \$17,160.

Table 2: Comparative View of Residential Rates in Metro LGAs for 2020/2021 – Minimum Rate Payable

Minimum Rate plus Waste and Security Charges (2020)

Local Government Authority	Rate in the Dollar	Minimum Rate	Waste Charge	Security Charge	Total Minimum Rate Payable	2020 Ranking
Perth	6.450000	\$ 750.00	\$ 318.00	\$ -	\$ 1,068.00	1
East Fremantle	7.422500	\$ 1,106.00	\$ -	\$ -	\$ 1,106.00	2
Victoria Park	9.160000	\$ 1,136.00	\$ -	\$ -	\$ 1,136.00	3
Belmont	6.558500	\$ 840.00	\$ 303.00	\$ -	\$ 1,143.00	4
Cottesloe	6.860000	\$ 1,161.00	\$ -	\$ -	\$ 1,161.00	5
Joondalup	5.966900	\$ 850.00	\$ 346.00	\$ -	\$ 1,196.00	6
Vincent	7.786140	\$ 1,211.90	\$ -	\$ -	\$ 1,211.90	7
Stirling	5.612200	\$ 853.00	\$ 335.00	\$ 30.00	\$ 1,218.00	8
Mosman Park	7.206000	\$ 907.00	\$ 322.50	\$ -	\$ 1,229.50	9
Mundaring	8.901720	\$ 864.00	\$ 405.00	\$ -	\$ 1,269.00	10
Canning	5.642288	\$ 852.00	\$ 381.50	\$ 56.30	\$ 1,289.80	11
Swan	8.549900	\$ 890.00	\$ 422.00	\$ -	\$ 1,312.00	12
Claremont	6.600000	\$ 1,314.00	\$ -	\$ -	\$ 1,314.00	13
South Perth	7.706500	\$ 994.00	\$ 325.00	\$ -	\$ 1,319.00	14
Gosnells	7.419000	\$ 980.00	\$ 340.00	\$ -	\$ 1,320.00	15
Melville	7.347628	\$ 1,283.43	\$ -	\$ 47.00	\$ 1,330.43	16
Fremantle	8.193900	\$ 1,344.00	\$ -	\$ -	\$ 1,344.00	17
Kwinana	9.665000	\$ 1,062.00	\$ 297.00	\$ -	\$ 1,359.00	18
Wanneroo	7.695300	\$ 988.00	\$ 410.00	\$ -	\$ 1,398.00	19
Peppermint Grove	8.599000	\$ 1,400.00	\$ -	\$ -	\$ 1,400.00	20
Cockburn	8.510000	\$ 1,353.00	\$ -	\$ 72.57	\$ 1,425.57	21
Kalamunda	6.935200	\$ 882.00	\$ 550.00	\$ -	\$ 1,432.00	22
Cambridge	6.275260	\$ 953.00	\$ 506.00	\$ -	\$ 1,459.00	23
Bayswater	8.311000	\$ 1,105.00	\$ 358.30	\$ -	\$ 1,463.30	24
Bassendean	8.323000	\$ 1,106.00	\$ 380.00	\$ -	\$ 1,486.00	25
Armadale	10.332300	\$ 1,179.00	\$ 384.00	\$ -	\$ 1,563.00	26
Rockingham	8.497000	\$ 1,200.00	\$ 375.00	\$ -	\$ 1,575.00	27
Subiaco	7.604300	\$ 1,190.00	\$ 505.00	\$ -	\$ 1,695.00	28
Nedlands	6.558000	\$ 1,484.00	\$ 298.00	\$ -	\$ 1,782.00	29

Table 3: Comparative View of Residential Rates in Metro LGAs for 2020/2021 – Average Rates Payable

Rate Payable if GRV is \$17,160, plus Waste and Security Charges (2020)

Local Government Authority	Rate in the Dollar	Minimum Rate	Waste Charge	Security Charge	Total if GRV is \$17,160	2020 Ranking
Cottesloe	6.860000	1,161.00	\$ -	\$ -	\$ 1,177.18	1
East Fremantle	7.422500	1,106.00	\$ -	\$ -	\$ 1,273.70	2
Claremont	6.600000	1,314.00	\$ -	\$ -	\$ 1,314.00	3
Stirling	5.612200	853.00	\$ 335.00	\$ 30.00	\$ 1,328.05	4
Melville	7.347628	1,283.43	\$ -	\$ 47.00	\$ 1,330.43	5
Vincent	7.786140	1,211.90	\$ -	\$ -	\$ 1,336.10	6
Joondalup	5.966900	850.00	\$ 346.00	\$ -	\$ 1,369.92	7
Canning	5.642288	852.00	\$ 381.50	\$ 56.30	\$ 1,406.02	8
Fremantle	8.193900	1,344.00	\$ -	\$ -	\$ 1,406.07	9
Perth	6.450000	750.00	\$ 318.00	\$ -	\$ 1,424.82	10
Belmont	6.558500	840.00	\$ 303.00	\$ -	\$ 1,428.44	11
Peppermint Grove	8.599000	1,400.00	\$ -	\$ -	\$ 1,475.59	12
Cockburn	8.510000	1,353.00	\$ -	\$ 72.57	\$ 1,532.89	13
Mosman Park	7.206000	907.00	\$ 322.50	\$ -	\$ 1,559.05	14
Victoria Park	9.160000	1,136.00	\$ -	\$ -	\$ 1,571.86	15
Cambridge	6.275260	953.00	\$ 506.00	\$ -	\$ 1,582.83	16
Gosnells	7.419000	980.00	\$ 340.00	\$ -	\$ 1,613.10	17
South Perth	7.706500	994.00	\$ 325.00	\$ -	\$ 1,647.44	18
Wanneroo	7.695300	988.00	\$ 410.00	\$ -	\$ 1,730.51	19
Kalamunda	6.935200	882.00	\$ 550.00	\$ -	\$ 1,740.08	20
Nedlands	6.558000	1,484.00	\$ 298.00	\$ -	\$ 1,782.00	21
Bayswater	8.311000	1,105.00	\$ 358.30	\$ -	\$ 1,784.47	22
Bassendean	8.323000	1,106.00	\$ 380.00	\$ -	\$ 1,808.23	23
Subiaco	7.604300	1,190.00	\$ 505.00	\$ -	\$ 1,809.90	24
Rockingham	8.497000	1,200.00	\$ 375.00	\$ -	\$ 1,833.09	25
Swan	8.549900	890.00	\$ 422.00	\$ -	\$ 1,889.16	26
Mundaring	8.901720	864.00	\$ 405.00	\$ -	\$ 1,932.54	27
Kwinana	9.665000	1,062.00	\$ 297.00	\$ -	\$ 1,955.51	28
Armadale	10.332300	1,179.00	\$ 384.00	\$ -	\$ 2,157.02	29

Rates Growth

Rates revenue generated from property development and improvement in the previous 12 months will be redirected into subsidising ratepayers for 2021/2022 and has been built into the City's LTFP assumptions.

The City has been experiencing a moderate level of growth in the number of rateable properties over recent years, averaging nearly 1.83% annually since 2014.

Table 3 demonstrates that growth in the number of rateable properties in 2020/21 is slightly higher than the recent average, at 1.84%. This year we have seen a significant increase in new growth and improvements and is in par with growth in 2017. This is a very optimistic outlook for the City but unfortunately cannot be relied on as it is subject to change from year to year.

For the 2021/22 rates cycle an organic growth rate of 1.5% has been included in the rates modelling. This growth includes 1% general growth and 0.5% relating to the ABN building completion.

Table 3: Growth in the rates base (organic growth)

Year at 30 June	Rateable Properties (No.)	Increase	
		Number	%
2021	19348	349	1.84%
2020	18999	165	0.88%
2019	18834	103	0.55%
2018	18731	514	2.82%
2017	18217	350	1.96%
2016	17867	313	1.78%
2015	17554	260	1.50%
2014	17294	560	3.35%
2013	16734	136	0.82%
2012	16598	26	0.16%
2011	16572	246	1.51%
2010	16326	256	1.59%
2009	16070	215	1.36%
2008	15855	497	3.24%
2007	15358	517	3.48%
2006	14841	381	2.63%

Rate Payments

The City will provide 3 payment options namely:

- pay in full;
- pay by instalments (four instalments); and
- pay by rates smoothing.

Rates Smoothing and Financial Hardship

The City introduced rates smoothing in 2020/21 where ratepayers could pay their rates weekly, fortnightly or monthly payments by direct debit only. This year the City propose to lengthen the period of the rates smoothing giving ratepayer a longer period to pay off their debt within the rateable year.

A provision of \$100,000 for financial hardship has been included in the draft budget for

STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATES 2021/2022

The overall objective of the proposed rates in the 2021/2022 Budget is to provide for the net funding requirements of the City of Vincent's various programs, services and facilities.

The Objects and Reasons that have been proposed are:

Residential

The rate in the dollar and minimum rate have been set on the basis that ratepayers make a reasonable contribution to the cost of local government services and facilities.

Vacant - Residential

The rate in the dollar and minimum rate has been set in an effort to promote development of these properties thereby stimulating growth and development in the community.

Vacant – Commercial

The rate in the dollar and minimum rate for all Commercial/Industrial Vacant land has been set in an effort to promote the development of these properties by attracting business and industry to the City thereby stimulating growth and economic development in the community. There is no increase to Vacant-

Commercial differential rates, or minimum rate, reflecting the financial impact resulting from the cessation of the City's commercial waste service.

Other – Commercial/Industrial

The rate in the dollar and minimum rate for all Commercial/Industrial Improved property has been set to provide an acceptable standard of infrastructure and parking needs due to the greater volumes of people and vehicular traffic. Examples of properties that fall within this category are retail shops, wholesalers, warehouses, offices, service stations, hotels, taverns, and properties generally used for business purposes. There is no increase to Commercial/Industrial differential rates, or minimum rate, reflecting the financial impact resulting from the cessation of the City's commercial waste service.

CONSULTATION/ADVERTISING:

In accordance with section 6.36 of the *Local Government Act 1995* (the Act), public comments will be invited through publication of a local public notice, with the consultation period being open for a minimum of 21 days. All submissions received will be submitted to Council for consideration.

According to the new regulations gazetted in November 2020 the City is required to advertise the intention to levy differential rates on four media platforms. Once approved by Council, advertising of the City's intention to levy the Objects and Reasons for the 2021/2022 Differential Rates will be on the following forums which will satisfy the regulation requirements:

1. State paper advert
2. City of Vincent Website
3. Social media post (news subscribers, Facebook, etc)
4. Noticeboard in Library, Beatty Park and Administration offices
5. Vincent Reporter and Perth Voice advert

Advertising the City's intention to levy 2021/22 differential rates and the objects and reasons on the 22nd May 2021 which will be open for submission for 21 days closing at **5pm Friday, 11 June 2021**.

LEGAL/POLICY:

'6.33. Differential general rates

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics –*
 - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than –*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),*
on which a minimum payment is imposed.

6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*

- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) –*
- (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
 - (b) *is to contain –*
 - (i) *details of each rate or minimum payment the local government intends to impose; and*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government –*
- (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*
- it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.'*

RISK MANAGEMENT IMPLICATIONS:

Low: Reputational risk if the City does not advertise its intention to levy differential rates and minimums.

STRATEGIC IMPLICATIONS:

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

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

SUSTAINABILITY IMPLICATIONS:

Achieving an effective rating strategy is an important part of the City's overall financial management, which will progressively enable the City to meet all its operational obligations, including asset renewal to ensure the current standard of service can be maintained for future generations.

PUBLIC HEALTH IMPLICATIONS:

Expenditure in this report facilitates the achievement of the Plan.

FINANCIAL/BUDGET IMPLICATIONS:

The advertising of the proposed differential and minimum rates is critical in the development of the annual budget. The level of rates generation is linked to the delivery of service and level of funding for capital works, debt servicing and consolidation of reserve funds.

CITY OF VINCENT
NEW YEAR BUDGET 2021/22
DRAFT RATE SETTING STATEMENT
BY NATURE OR TYPE

Attachment - 1

	Adopted Budget	Current Budget	Next Year Budget
	2020/21	2020/21	2021/22
	\$	\$	\$
OPERATING ACTIVITIES			
Net current assets at start of financial year - surplus/(deficit)	1,615,763	2,122,499	1,500,000
Revenue			
Rates	35,664,317	35,834,308	36,870,092
Operating grants, subsidies and contributions	794,656	773,567	799,658
Fees and charges	10,094,536	14,793,882	17,941,368
Interest earnings	663,205	495,705	503,000
Other revenue	967,463	1,307,835	1,171,259
	48,184,177	53,205,297	57,285,377
Expenses			
Employee costs	(22,859,760)	(24,263,354)	(26,187,953)
Materials and contracts	(15,922,056)	(16,646,144)	(16,792,374)
Utility charges	(1,501,040)	(1,661,940)	(1,603,890)
Depreciation on non-current assets	(11,875,779)	(14,068,923)	(14,068,923)
Interest expenses	(491,960)	(491,960)	(553,337)
Insurance expenses	(510,179)	(512,653)	(604,121)
Other expenditure	(2,613,208)	(3,294,033)	(12,255,164)
	(55,773,982)	(60,939,007)	(72,065,762)
	(7,589,805)	(7,733,710)	(14,780,385)
Profit on asset disposals	6,502	85,505	271,388
Loss on asset disposals	(13,303)	(192,737)	0
Profit on Assets Held for Sale (TPRC Joint Venture)	250,000	250,000	250,000
Net Operating excluding Rates	(7,346,606)	(7,590,942)	(14,258,997)
(Profit) on disposal of assets	(6,502)	(85,505)	(271,388)
Loss on disposal of assets	13,303	192,737	0
Depreciation and amortisation on assets	11,875,779	14,068,923	14,068,923
Profit/loss on Assets Held for Sale - TPRC Joint Venture	(250,000)	(250,000)	(250,000)
Restricted Unspent Grant	0	600,000	0
	11,632,580	14,526,155	13,547,535
Amount attributable to operating activities	4,285,974	6,935,213	(711,462)
INVESTING ACTIVITIES			
Non-operating grants, subsidies and contributions	1,777,283	2,851,239	5,677,625
Proceeds from disposal of assets	90,000	950,733	1,317,500
Proceeds from Joint Ventures	250,000	250,000	250,000
Purchase of property, plant and equipment	(6,270,308)	(7,536,416)	(10,142,150)
Purchase and construction of infrastructure	(4,199,844)	(6,332,790)	(7,882,418)
Amount attributable to investing activities	(8,352,869)	(9,817,234)	(10,779,443)
FINANCING ACTIVITIES			
Proceeds from Self Supporting Loan	0	2,500	0
Principal elements of finance lease payments	(91,377)	(91,377)	(92,839)
Repayment of long term borrowings	(887,431)	(887,431)	(1,366,872)
Proceeds from new borrowings	0	0	8,395,000
Transfers to reserves (restricted assets)	(809,450)	(2,366,450)	(2,065,965)
Transfers from reserves (restricted assets)	4,057,183	4,118,183	4,857,765
Amount attributable to financing activities	2,268,925	775,425	9,727,089
Net current assets at June 30 c/fwd - surplus/(deficit)	(182,207)	15,903	(263,816)

11.5 MAY BUDGET REVIEW 2021/22

- Attachments:**
1. **Statement of Comprehensive Income by Nature and Type** [↓](#) 
 2. **Statement of Comprehensive Income by Program** [↓](#) 
 3. **Rate Setting Statement by Program** [↓](#) 
 4. **Capital Expenditure Report** [↓](#) 
 5. **Cash Backed Reserves** [↓](#) 

RECOMMENDATION:

That Council **ADOPTS BY AN ABSOLUTE MAJORITY** the May budget review for the 2020/21 financial year as detailed in this report and Attachments 1 – 5, in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

PURPOSE OF REPORT:

To consider and adopt the proposed budget amendments for the May 2021 Budget Review.

BACKGROUND:

The mid-year budget review was adopted by Council in March 2021. Due to the unpredictable environment we are experiencing, Administration have agreed to perform budget review on a quarterly basis. This is the final review for the year and therefore includes the anticipated capital and operating initiative that will be carried forward to the 2021/22 budget.

DETAILS:

A review has been undertaken to both the operating and capital budgets.

The detail of the draft budget review is included in the following documents:

- Statement of Comprehensive Income by Nature or Type (**Attachment 1**);
- Statement of Comprehensive Income by Program (**Attachment 2**);
- Rate Setting Statement by Program (**Attachment 3**);
- Capital Expenditure Report (**Attachment 4**); and
- Cash Backed Reserves (**Attachment 5**).

Operating Budget

As shown in Statement by Nature or Type (**Attachment 1**) and Statement by Program (**Attachment 2**), the overall impact of all proposed budget amendments has increased comprehensive income by \$1,360,867. The table below outlines some of the major movements in this review cycle and refers to **Attachment 1**.

Operating revenue has been increased by \$255,002, this analysis can be found below:

	Mid-year Budget 2020/21	Proposed Revised Budget 2020/21	Budget Increase/ (Decrease)	Comments
REVENUE	\$	\$	\$	
Fees and charges	14,793,882	16,200,349	1,406,467	Revenue generated from 'Fees and charges' has increased due to the normalising of activities at Beatty Park and Parking facilities (including infringements). These estimated revenues have now been updated based on current capacity. The major changes are as follows: <ul style="list-style-type: none"> • Beatty Park - \$ 608,766; and

	Mid-year Budget 2020/21	Proposed Revised Budget 2020/21	Budget Increase/ (Decrease)	Comments
				• Parking facilities - \$ 808,291.
Interest earnings	495,705	460,000	(35,705)	Reduction in interest earnings due to low interest rates offered by financial institutions.
Operating Grants, subsidies and contributions	1,915,011	729,390	(1,185,621)	Reallocation of Local Roads and Community Infrastructure (LRCI grant) of \$1,141,444 to capital grants, as this grant allocation has been set aside for capital expenditure
Other revenue	1,307,835	1,377,696	69,861	Increase mainly due to increases in revenue for withholding taxes of \$30,000 relating to Tamala Park land sales and also adjustments to variable outgoing income for leases of \$30,000

Operating expenditure is proposed to be increased by \$104,864. The significant changes are for the following items:

	Mid-year Budget 2020/21	Proposed Revised Budget 2020/21	Budget Increase/ (Decrease)	Comments
EXPENSES	\$	\$	\$	
Employee Costs	24,263,354	24,410,619	(147,265)	Employee cost for group fitness has increased by \$170,000 due to the increase in fitness activities at the centre.
Other expenditure	3,294,033	3,421,833	(127,800)	Due to increase activity at Beatty Park this has resulted in an increase of expenditure of \$57,000. Further there has been increase in maintenance costs for plant, equipment, and CCTV maintenance of \$80,000.

Rate Setting Statement Position

As shown in the Rate Setting Statement by Program (**Attachment 3**), the overall impact of all proposed budget amendments is a projected budget surplus of \$135,440. The following are some of the major capital changes in the current budget review:

Capital and Operating Grant Income

The LRCI grant income of \$1,141,444 has been reallocated to capital grant from operating grant. This re-allocation has no impact on the Rate Setting statement.

Capital Expenditure Budget Amendments (Attachment 4)

The revised capital expenditure budget is projected to reduce by \$ 276,270 due to projects not proceeding or savings from completed projects. The details of the individual capital projects to be amended is at **Attachment 4**.

Cash Backed Reserves Transfers

The total reserves for 2020/21 including the budget amendments is proposed to be \$10,500,607 as per **Attachment 5**. There has been a net increase of \$1,275,815 to reserves and breakdown is as follows:

- Transfer from reserves is proposed to decrease by \$14,725 as a result of reserves adjustments required to balance the reserve accounts
- Transfers to Reserves is proposed to increase by \$1,261,090. This is a result of:
 - Decrease in interest income from reserve investments of \$38,910;
 - Increase in Transfer to Asset sustainability reserve of \$1,300,000 resulting from savings achieved in this budget review.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

This is not a mandatory budget review; however it is considered good governance practise to perform this additional budget review. The review is in accordance with the functions of the CEO as set out in section 5.41 of the Act:

5.41(d) “manage the day to day operations of the local government.”

RISK MANAGEMENT IMPLICATIONS:

Low: Conducting this budget review ensures the City’s financial situation and budgeting is updated to reflect the current economic climate.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

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

We are open and accountable to an engaged community

SUSTAINABILITY IMPLICATIONS:

Not applicable.

PUBLIC HEALTH IMPLICATIONS:

Expenditure in this report facilitates the achievement of the Plan.

FINANCIAL/BUDGET IMPLICATIONS:

The overall impact of the proposed budget amendments results in deficit of \$85,440.

CITY OF VINCENT
THIRD QUARTER BUDGET REVIEW 2020/21
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE

Attachment - 1

	Adopted Budget 2020/21 \$	Second Quarter Revised Budget 2020/21 \$	Proposed Revised Budget 2020/21 \$	Budget Increase/ (Decrease) 2020/21 \$	YTD Actual 30-Apr-21 \$
Revenue					
Rates	35,664,317	35,834,308	35,834,308	0	35,888,910
Operating grants, subsidies and contributions	794,656	1,915,011	729,390	(1,185,621)	470,583
Fees and charges	10,094,536	14,793,882	16,200,349	1,406,467	12,941,381
Interest earnings	663,205	495,705	460,000	(35,705)	375,185
Other revenue	967,463	1,307,835	1,377,696	69,861	1,048,860
	48,184,177	54,346,741	54,601,743	255,002	50,724,919
Expenses					
Employee costs	(22,859,760)	(24,263,354)	(24,410,619)	(147,265)	(18,550,011)
Materials and contracts	(15,922,056)	(16,646,144)	(16,645,943)	201	(11,597,212)
Utility charges	(1,501,040)	(1,661,940)	(1,661,940)	0	(1,199,375)
Depreciation on non-current assets	(11,875,779)	(14,068,923)	(14,068,923)	0	(9,317,431)
Interest expenses	(491,960)	(491,960)	(491,960)	0	(318,480)
Insurance expenses	(510,179)	(512,653)	(512,653)	0	(382,719)
Other expenditure	(2,613,208)	(3,294,033)	(3,421,833)	(127,800)	(2,067,737)
	(55,773,982)	(60,939,007)	(61,213,871)	(274,864)	(43,432,965)
Gross result	(7,589,805)	(6,592,266)	(6,612,128)	(19,862)	7,291,954
Non-operating grants, subsidies and contributions	1,777,283	1,709,795	2,851,239	1,141,444	590,743
Profit on asset disposals	6,502	85,505	85,505	0	83,599
(Loss) on asset disposals	(13,303)	(192,737)	(123,452)	69,285	(122,994)
Profit on Assets Held for Sale (TPRC Joint Venture)	250,000	250,000	250,000	0	0
Net result	(5,569,323)	(4,739,703)	(3,548,836)	1,190,867	7,843,302
Other comprehensive income					
Items that will not be reclassified subsequently to profit or loss					
Changes on revaluation of non-current assets	0	0	0	0	0
Total other comprehensive income	0	0	0	0	0
Total comprehensive income	(5,569,323)	(4,739,703)	(3,548,836)	1,190,867	7,843,302

CITY OF VINCENT
THIRD QUARTER BUDGET REVIEW 2020/21
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM

Attachment - 2

	Adopted Budget 2020/21 \$	Second Quarter Revised Budget 2020/21 \$	Proposed Revised Budget 2020/21 \$	Proposed Budget Amendments 2020/21 \$	YTD Actual 30-Apr-21 \$
Revenue					
Governance	43,000	58,186	58,186	0	52,959
General purpose funding	37,230,522	37,143,765	37,145,060	1,295	36,960,870
Law, order, public safety	300,000	282,600	232,600	(50,000)	212,287
Health	261,517	356,217	356,505	288	354,068
Education and welfare	98,647	121,781	128,553	6,772	95,113
Community amenities	775,806	827,908	835,093	7,185	734,275
Recreation and culture	4,908,294	7,121,213	7,656,446	535,233	5,917,135
Transport	4,109,953	6,717,008	7,554,632	837,624	5,863,767
Economic services	198,050	248,050	268,050	20,000	228,236
Other property and services	258,388	1,470,013	366,618	(1,103,395)	306,208
	48,184,177	54,346,741	54,601,743	255,002	50,724,918
Expenses					
Governance	(3,338,549)	(3,530,620)	(3,533,558)	(2,938)	(2,577,829)
General purpose funding	(817,358)	(735,956)	(747,378)	(11,422)	(440,309)
Law, order, public safety	(1,040,901)	(1,111,743)	(1,316,721)	(204,978)	(1,028,263)
Health	(1,715,207)	(1,693,316)	(1,716,137)	(22,821)	(1,133,249)
Education and welfare	(354,944)	(355,858)	(355,858)	0	(281,198)
Community amenities	(12,132,096)	(12,190,198)	(12,038,154)	152,044	(8,214,265)
Recreation and culture	(19,444,773)	(22,920,678)	(22,874,332)	46,346	(16,739,205)
Transport	(13,528,324)	(14,384,941)	(14,287,914)	97,027	(10,336,524)
Economic services	(544,015)	(572,719)	(580,399)	(7,680)	(407,749)
Other property and services	(2,365,855)	(2,951,018)	(3,101,460)	(150,442)	(1,955,894)
	(55,282,022)	(60,447,047)	(60,551,911)	(104,864)	(43,114,485)
Finance Costs					
Recreation and culture	(491,960)	(491,960)	(491,960)	0	(318,480)
	(491,960)	(491,960)	(491,960)	0	(318,480)
	(7,589,805)	(6,592,266)	(6,442,128)	150,138	7,291,953
Non-operating grants, subsidies and contributions	1,777,283	1,709,795	2,851,239	1,141,444	590,743
Profit on disposal of assets	6,502	85,505	85,505	0	83,599
(Loss) on disposal of assets	(13,303)	(192,737)	(123,452)	69,285	(122,994)
Profit on Assets Held for Sale (TPRC Joint Venture)	250,000	250,000	250,000	0	0
	2,020,482	1,852,563	3,063,292	1,210,729	551,348
Net result	(5,569,323)	(4,739,703)	(3,378,836)	1,360,867	7,843,301
Other comprehensive income					
Items that will not be reclassified subsequently to profit or loss					
Changes on revaluation of non-current assets	0	0	0	0	0
Total other comprehensive income	0	0	0	0	0
Total comprehensive income	(5,569,323)	(4,739,703)	(3,378,836)	1,360,867	7,843,301

CITY OF VINCENT
THIRD QUARTER BUDGET REVIEW 2020/21
RATE SETTING STATEMENT

Attachment - 3

	Adopted Budget 2020/21 \$	First Quarter Revised Budget 2020/21	Second Quarter Revised Budget 2020/21 \$	Proposed Revised Budget 2020/21 \$	Budget Increase/ (Decrease) 2020/21 \$
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)	1,615,763	1,615,763	2,122,499	2,122,499	0
	1,615,763	1,615,763	2,122,499	2,122,499	0
Revenue from operating activities (excluding rates)					
Governance	43,000	43,186	58,186	58,186	0
General purpose funding	1,566,205	1,301,757	1,309,457	1,310,752	1,295
Law, order, public safety	300,000	300,000	282,600	232,600	(50,000)
Health	261,517	321,517	356,217	356,505	288
Education and welfare	98,647	119,968	121,781	128,553	6,772
Community amenities	777,134	910,344	835,928	843,113	7,185
Recreation and culture	4,911,558	6,813,961	7,148,078	7,683,311	535,233
Transport	4,109,953	5,119,621	6,728,948	7,566,572	837,624
Economic services	199,960	249,960	249,960	269,960	20,000
Other property and services	508,388	525,869	1,756,783	653,388	(1,103,395)
	12,778,362	15,706,183	18,847,938	19,102,940	255,002
Expenditure from operating activities					
Governance	(3,338,549)	(3,491,595)	(3,530,620)	(3,533,558)	(2,938)
General purpose funding	(817,358)	(835,052)	(735,956)	(747,378)	(11,422)
Law, order, public safety	(1,040,901)	(1,096,755)	(1,111,743)	(1,316,721)	(204,978)
Health	(1,715,207)	(1,725,084)	(1,693,316)	(1,716,137)	(22,821)
Education and welfare	(354,944)	(352,855)	(355,858)	(355,858)	0
Community amenities	(12,132,555)	(12,201,533)	(12,190,657)	(12,038,613)	152,044
Recreation and culture	(19,949,577)	(21,193,153)	(23,520,801)	(23,644,455)	(123,654)
Transport	(13,528,324)	(13,889,964)	(14,384,941)	(14,287,914)	97,027
Economic services	(544,015)	(626,226)	(651,719)	(590,114)	61,605
Other property and services	(2,365,855)	(2,402,572)	(2,956,133)	(3,106,575)	(150,442)
	(55,787,285)	(57,814,789)	(61,131,744)	(61,337,323)	(205,579)
Net Operating excluding Rates	(43,010,923)	(42,108,606)	(42,283,806)	(42,234,383)	49,423
Operating activities excluded					
(Profit) on disposal of assets	(6,502)	(6,502)	(85,505)	(85,505)	0
Loss on disposal of assets	13,303	177,303	192,737	123,452	(69,285)
Depreciation and amortisation on assets	11,875,779	11,857,595	14,088,923	14,088,923	0
Profit/loss on Assets Held for Sale - TPRC Joint Venture	(250,000)	(250,000)	(250,000)	(250,000)	0
Restricted Unspent Grant	0	0	600,000	600,000	0
Movement in Infringement Debtors provisions (non-current)			0	0	0
	11,632,580	11,778,398	14,526,155	14,456,870	(69,285)
Amount attributable to operating activities	(31,378,343)	(30,330,210)	(27,757,651)	(27,777,513)	(19,862)
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions	1,777,283	1,704,483	1,709,795	2,851,239	1,141,444
Proceeds from disposal of assets	90,000	773,000	950,733	950,733	0
Proceeds from Joint Ventures	250,000	250,000	250,000	250,000	0
Purchase of property, plant and equipment	(6,270,308)	(6,856,083)	(7,536,416)	(7,260,146)	276,270
Purchase and construction of infrastructure	(4,199,844)	(4,706,283)	(6,332,790)	(6,332,790)	0
Amount attributable to investing activities	(8,352,869)	(8,834,883)	(10,958,678)	(9,540,964)	1,417,714
FINANCING ACTIVITIES					
Proceeds from Self Supporting Loan	0	2,500	2,500	0	(2,500)
Principal elements of finance lease payments	(91,377)	(91,377)	(91,377)	(91,377)	0
Repayment of long term borrowings	(887,431)	(887,431)	(887,431)	(887,431)	0
Proceeds from new borrowings		0	0	0	0
Transfers to reserves (restricted assets)	(809,450)	(1,692,450)	(2,366,450)	(3,627,540)	(1,261,090)
Transfers from reserves (restricted assets)	4,057,183	4,051,183	4,118,183	4,103,458	(14,725)
Amount attributable to financing activities	2,268,925	1,382,425	775,425	(502,890)	(1,275,815)
Surplus(deficiency) before general rates	(35,846,524)	(36,166,905)	(35,818,405)	(35,698,868)	122,037
Total amount raised from general rates	35,664,317	35,613,430	35,834,308	35,834,308	0
Net current assets at June 30 c/fwd - surplus/(deficit)	(182,207)	(553,475)	15,903	135,440	122,037

CITY OF VINCENT							ATTACHMENT 2	
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
LAND & BUILDING ASSETS								
ADMIN CENTRE								
Air Conditioning & HVAC Renewal - Admin Building HVAC	300,000	0	(40,000)	0	300,000	(50,000)	250,000	Market value of works less than forecasted at the time of scope.
BEATTY PARK LEISURE CENTRE								
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	3,377,570	1,069,324.86	(914,234)	1,581,808	726,438		3,377,570	Works for the filtration and tiling will be nearing completion. The change room project and the electric board works funded from this line will have just commenced.
Beatty Park - Replacement of gym carpet	9,851	9,345.01	(506)	506	0		9,851	
Beatty Park Leisure Centre – Concourse Tiling	200,000	0	2,560	0	200,000		200,000	Timeous delivery of tiles is difficult to predict in the current climate.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	450,000	0	0	0	450,000		450,000	Works to be complete by EOY as per LRCI grant.
LIBRARY								
Upgrade Library counter to enhance customer service delivery	50,000	1,500.00	(48,500)	0	48,500		50,000	Works scehduled to be completed by next financial year
LOFTUS CENTRE								
Loftus Community Centre – ceiling fabric, lighting and bathroom renewal	170,000	81,370.00	(88,630)	1,250	87,380		170,000	Works will likely be complete awaiting final invoices.
Loftus Centre - Stormwater Retention tank	120,000	118,352.50	(1,648)	5,454	(3,807)		120,000	
Loftus Recreation Centre - Change room upgrade	141,700	141,689.11	(11)	0	11		141,700	
DEPARTMENT OF SPORTS AND RECREATION								
DLGSC renewal/upgrade-Lease obligation	196,000	92,705.58	(103,294)	1,891	101,404		196,000	Shade finials to east and west elevations will be carry forward

CITY OF VINCENT							ATTACHMENT 2	
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
MISCELLANEOUS								
Solar Photovoltaic Panel System Installation - Mt Hawthorn Community Centre	8,900	168.00	(8,732)	0	8,732		8,900	Deferred tender to be taken to council in May OMC
Solar Photovoltaic Panel System Installation - North Perth Town Hall	8,900	0	(8,900)	0	8,900	(8,900)		Deferred to future budget year.
Solar Photovoltaic Panel System Installation - Vincent Community Centre	20,150	0	(20,150)	0	20,150		20,150	Deferred tender to be taken to council in May OMC
Solar Photovoltaic Panel System Installation - Britannia Reserve Pavilion	8,900	0	(8,900)	0	8,900		8,900	Deferred tender to be taken to council in May OMC
Solar Photovoltaic Panel System Installation - Perth Soccer Club	30,000	1,100.00	(28,900)	0	28,900	(30,000)		On hold pending repayment of outstanding debts to the City.
LED floodlight upgrade - Leederville Tennis Club	21,548	21,548.00	0	0			21,548	
Royal Park Hall - Kitchen and amenities renewal	190,000	143,647.07	(46,353)	40,245	6,108		190,000	
Roofing Renewal-Loton Park Tennis Club Room	180,000	1,599.50	(178,401)	0	178,401		180,000	Weather dependent project to be completed in Spring 2021
Air Conditioning & HVAC Renewal - Belgravia Leisure Centre	50,000	3,323.20	(16,677)	0	46,677		50,000	
Leederville Oval Stadium - Electrical renewal - 3 boards	300,000	1,912.26	(298,088)	0	298,088		300,000	Tenders are in the process of being evaluated.
Public Toilet - Hyde park east - renewal	31,985	31,985.11	0	0	(0)		31,985	
Forrest Park Floodlight Renewal	130,000	0	(130,000)	125,699	4,301		130,000	
Birdwood Square Floodlight Renewal	20,000	20,908.40	908	-	(908)		20,000	
Minor infrastructure improvements	20,000	7,373.00	(12,627)	4,278	8,350		20,000	
Litis Stadium & Britannia Res End of Le	120,000	42,289.08	2,289	85,820	(8,109)		120,000	
FOR LAND & BUILDING ASSETS	6,155,504	1,790,140.68	(1,948,793)	1,846,950	2,518,413	(88,900)	6,066,604	

CITY OF VINCENT						ATTACHMENT 2		
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
INFRASTRUCTURE ASSETS								
LOCAL ROADS PROGRAM								
Newcastle, Loftus - Charles St Rd Rehabilitation	10,000	10,659.44	659	0	(659)		10,000	
Eton St - Gill St to Hobart St	61,029	58,483.66	(2,545)	0	2,545		61,029	
Coronation St - Chamberlain St to Scarborough Beach Rd	111,500	112,709.22	1,209	2,335	(3,544)		111,500	
Edinboro St-Hobart St to Scarborough Beach Rd	51,730	55,587.92	3,858	0	(3,858)		51,730	
Edinboro St-Hobart St to Edinboro St Reserve	108,000	111,659.19	3,659	0	(3,659)		108,000	
Seabrook St-Anzac Rd to Brentham St	27,238	26,317.82	(920)	0	920		27,238	
Lake St-Glendower St to Bulwer St	69,500	39,216.46	(30,284)	3,668	26,615		69,500	
Lake St-Stuart St to Brisbane St	94,500	100,513.51	6,014	11,098	(17,111)		94,500	
Cantle St-Lord St to West Parade	74,500	55,899.55	(18,600)	489	19,089		74,500	
Chapman St-Lord St to West Parade	89,000	69,454.04	(19,546)	4,642	14,904		89,000	
Thorley St-Brewer St to Edward St	52,000	31,327.60	(20,672)	340	21,012		52,000	
Blackford St-Egina St to Cul-dee-sac	43,212	42,026.76	(1,185)	0	1,185		43,212	
The Boulevard-Scarborough Beach Rd to Berryman St	62,000	61,188.87	9,189	5,786	(4,974)		62,000	
Kalgoorlie St-Berryman St too Scarborough Beach Rd	69,259	69,259.30	0	0	(0)		69,259	
Ellesmere St-Matlock St to Flinders St	77,000	77,747.98	748	4,947	(5,695)		77,000	
Laneway Rear of Leederville Hotel-Oxford Street to rear of 226 Carr Place	155,808	0	0	0	155,808		155,808	
Norfolk St-Burt St to Forrest St - ?? Chatsworth to Raglan	88,000	13,442.11	(74,558)	13,767	60,791		88,000	Works completed - invoicing July
Kadina St-Pennant St to Bourke St	5,000	1,470.54	(3,529)	250	3,279		5,000	Completed
Howlett St-Pennant St to Hardy St	2,500	395.00	(2,105)	250	1,855		2,500	Completed
Chamberlain St-Coronation St to Pennant St	1,250	280.00	(970)	250	720		1,250	Completed
Eton St-Hobart St to Haynes St	2,500	575.00	(1,925)	250	1,675		2,500	Completed
Emmerson St-Morrison St to Loftus St	1,800	590.00	(1,210)	250	960		1,800	Completed
Cleaver St-Newcastle St to Old Aberdeen Place	88,950	2,612.50	(86,338)	0	86,338		88,950	
Ellesmere St - Flinders St to Shakespeare St	148,839	0	0	0	148,839		148,839	Works complete by 30 June
Berryman St - The Boulevard to Kalgoorlie St	56,181	0	0	0	56,181		56,181	Works complete by 30 June
The Boulevard - Berryman St to Lame	53,090	0	0	0	53,090		53,090	Works complete by 30 June
Bruce Street - Leicester Street to Oxford St	137,600	0	0	0	137,600		137,600	Works complete by 30 June
Leicester Street - Richmond to Bourke St	105,280	0	0	0	105,280		105,280	Works complete by 30 June
ROAD TO RECOVERY								
Sasse Avenue-Purslowe St to Anzac Rd	212,190	206,491.67	(5,698)	320	6,018		212,190	
The Avenue-Vincent Street to Car Park	47,700	47,688.80	(11)	0	11		47,700	
Vincent St - Mitchell FW overpass to Leederville P	2,762	1,846.92	(915)	0	915		2,762	

CITY OF VINCENT							ATTACHMENT 2	
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
TRAFFIC MANAGEMENT								
Improved pedestrian crossings at signalised intersections (Walcott St. & William St. , Bulwer St. Fitzgerald St.)	24,100	24,100.25	0	0	(0)		24,100	
Alma/Claverton Local Area Traffic Management	50,000	1,045.00	1,045	0	48,955		50,000	
Harold and Lord St Intersection	26,000	0	0	0	26,000		26,000	
BLACK SPOT PROGRAM								
Vincent - Fitzgerald St to Chelmsford Rd	72,800	56,452.74	56,453	5,599	10,748		72,800	
Intersection of Brady and Milton St, Mt Hawthorn	45,000	53,514.42	38,514	500	(9,014)		45,000	
Intersection of Bulwer and Stirling St, Perth	100,000	4,040.00	(20,960)	0	95,960		100,000	
Intersection of Green, Tyler & Merredin St, Mt Hawthorn/Joondanna	30,000	3,620.00	(11,380)	0	26,380		30,000	
Intersection of Beaufort and Harold Streets, Highgate	100,000	2,820.00	(22,180)	0	97,180	(97,180)	2,820	Works cancelled, to be deferred for two years.
Intersection of Loftus and Vincent Streets, West Perth/Leederville	250,000	4,729.70	(65,270)	0	245,270		250,000	
Intersection of Fitzgerald Street & Raglan Road, North Perth	80,000	6,620.00	(18,380)	0	73,380	(73,380)	6,620	Works cancelled - \$100K of additional works found therefore no longer proceeding.
Minor Traffic Management Improvement Program	80,000	47,421.01	1,921	1,988	30,591		80,000	
STREETSCAPE IMPROVEMENTS								
Minor streetscape improvements	30,000	17,295	(5,205)	110	12,595		30,000	
Streetscape Improvements-Cleaver St	50,000	0	0	0	50,000		50,000	
Streetscape Improvements-Angove St and Fitzgerald St	10,000	0	0	0	10,000		10,000	
North Perth Public Open Space	3,000				3,000		3,000	
ROADWORKS - REHABILITATION (MRRG PROGRAM)								
Bulwer St - Beaufort St to Williams St	43,424	30,747.03	(12,677)	12,677	(0)		43,424	
Loftus St - Bourke St to Scarborough Beach Rd	15,000	10,044.04	(4,956)	0	4,956		15,000	
Newcastle St-Beaufort St to Lord St - Eastbound	143,800	141,606.49	(2,194)	2,258	(64)		143,800	
Smith St-Bulwer to Lincoln St	107,500	67,821.13	(39,679)	5,437	34,242		107,500	
Brisbane St-Bulwer St to Stirling St	120,900	93,720.70	(27,179)	0	27,179		120,900	
RIGHTS OF WAY								
Annual review based upon the most recent condition assessment survey	80,000	27,235.66	27,236	10,650	42,114		80,000	

CITY OF VINCENT							ATTACHMENT 2	
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
SLAB FOOTPATH PROGRAMME								
Golding St-Newcastle St to Old Aberdeen St	38,180	0	(38,180)	0	38,180		38,180	
Brisbane Trc (North)-Lake St to Brisbane Plc	27,920	1,272.00	(26,648)	0	26,648		27,920	
Brisbane Trc (South)-Lake St to Brisbane Plc	26,761	0	(26,761)	0	26,761		26,761	
Lake St-Brisbane Trc to Robinson Avenue	5,603	2,810.60	(189)	0	2,792		5,603	
Lake St-Newcastle St to Forbes Rd	2,310	2,262.40	1,262	0	48		2,310	
Leeder St-Jugan St to Cul-de-sac	3,353	3,867.89	1,868	0	(515)		3,353	
Caversham St-Claisebrook Rd to Cul-de-sac	12,669	823.87	(7,176)	6,800	5,045		12,669	
Mary St (North)-William St to Mereny Lane	13,000	0	(13,000)	4,545	8,455		13,000	
Mary St (South)-William St to Mereny Lane	13,000	0	(13,000)	2,760	10,240		13,000	
Broome St-Smith St to Brigatti Gardens	5,500	0	(2,000)	4,500	1,000		5,500	
London St-Intersection of Scarborough Beach Road	60,104	0	(60,104)	0	60,104		60,104	
BICYCLE NETWORK								
Florence/Strathcona/Golding Safe Active Street	300,000	24,242.38	24,242	2,334	273,424		300,000	Will be completed by 30 June - invoicing MRWA line marking in July
Design for Norfolk St N/S Route	50,000	41,365.13	41,365	0	8,635		50,000	
Design for Glendalough to Brady	15,000	5,470.00	5,470	0	9,530		15,000	Complete by 30 June.
DRAINAGE								
Britannia Reserve Main Drain Renewal stage 1&2	80,000	0	0	16,364	63,636		80,000	
Minor drainage improvement program	50,000	0	0	0	50,000		50,000	
Gully Soak-well program	60,000	21,881.65	21,882	0	38,118		60,000	
CAR PARK DEVELOPMENT								
Car Parking Upgrade-Melrose St angled parking	75,000	67,800.03	67,800	12,105	(4,905)		75,000	
Car Parking Upgrade-Strathcona St angled parking	20,000	0	0	0	20,000		20,000	
Car Parking Upgrade-Albert St angled parking Stage 3	55,000	4,040.00	4,040	0	50,960		55,000	will be complete by 30 June
Depot - Car park lighting Renewal	60,000	32,979.13	(27,021)	32,356	(5,335)		60,000	

CITY OF VINCENT						ATTACHMENT 2		
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
PARKS AND RESERVES								
Banks Reserve Master Plan Implementation - Stage 1	239,109	209,201.64	(29,907)	-	29,907		239,109	
Greening Plan-Pansy Street carpark	25,000	5,250.87	(19,749)	3,708	16,041		25,000	Works complete
Greening Plan-Pansy Street	5,000	250.00	(4,750)	0	4,750		5,000	Works complete
Greening Plan-West End Arts Precinct	30,000	12,101.31	(17,899)	0	17,899		30,000	complete by 30 June
Greening Plan-Norham Street	15,000	0	(15,000)	500	14,500		15,000	
Greening Plan-Highlands Road	10,000	0	(10,000)	0	10,000		10,000	
Greening Plan-Hawthorn Street	10,000	0	(10,000)	0	10,000		10,000	
Greening Plan-Little Walcott Street	5,000	1,910.06	(3,090)	3,659	(569)		5,000	Works complete and invoicing to be complete by 30 June
Lynton Street Park Upgrade	18,145	14,235.00	(3,910)	3,910			18,145	
Braithwaite Park - Rope Bridge	14,250			-	14,250		14,250	
Greening Plan - Coogee St Car Park	30,000	0	0	0	30,000		30,000	Complete by 30 June
Greening Plan - Russell Avenue	15,000	0	0	0	15,000		15,000	
Greening Plan - Howlett Street	15,000	0	0	0	15,000		15,000	
Greening Plan - Little Russell Street	10,000	0	0	0	10,000		10,000	
RETICULATION								
Britannia Reserve - renew groundwater bore (south) No,40	45,000	40,381.00	40,381	0	4,619		45,000	
Kyllia Park - replace irrigation cubicle	15,000	0	(15,000)	0	15,000		15,000	
Auckland/Hobart Street Reserve - replace irrigation	50,000	0	0	0	50,000		50,000	
Auckland/Hobart St Res Renew Inground Irrigation	50,000	0	0	0	50,000	(50,000)		Budget was duplicated in MYBR.
PARKS FURNITURE								
Brentham Street Reserve - Lighting	70,000	0	0	0	70,000		70,000	
Miscellaneous Park - LED Lighting	50,000	0	0	0	50,000		50,000	
Brittania Reserve – Floodlight Repair	741,444	0	0	0	741,444		741,444	Project has been initiated in March 2021, design work is progressing. Will be completed by Dec 2021 subject to community consultation
STREET FURNITURE								
Bus Shelter Replacement	20,000	-	0	235	19,765		20,000	
Bus Shelter-William St	15,000	4,465.00	4,465	2,325	8,210		15,000	
FOR INFRASTRUCTURE ASSETS	6,042,790	2,286,887.06	- 481,176	181,662	3,574,240	(220,560)	5,822,230	

CITY OF VINCENT							ATTACHMENT 2	
CAPITAL WORKS SCHEDULE 2020/21 (INCLUDES 3RD QUARTER BUDGET REVIEW AND CARRY FORWARD)								
Description	MYBR Revised Budget	YTD Actual	YTD Variance	Commitment (PO)	Available Balance	3rd Qtr Revised Budget (+Addition/-Reduction)	Revised Capital Budget	Reason for Budget Amendment
	2020/21	2020/21		Balance				
PLANT & EQUIPMENT ASSETS								
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME								
Light Fleet - Annual Changeover	190,000	170,779.65	(19,220)	52,500	(33,280)	45,000	235,000	1 additional vehicle due to be received by 30 June
MAJOR PLANT REPLACEMENT PROGRAMME								
Single Axle Tipper Truck	138,550	138,549.93	(0)	0	0		138,550	
MISCELLANEOUS								
Parking Sensors Pilot Project	11,810	0	0	0	11,810	(11,810)		Installation of poles and sensors not required as new cloud based sensors will be used.
Water and Energy Efficiency Initiatives	38,452	0	(25,000)	0	38,452		38,452	
Parking Machines Asset Replacement Prog	20,000	0	0	0	20,000		20,000	To be used towards refurbishment of ticket machines
TOTAL EXPENDITURE								
FOR PLANT & EQUIPMENT ASSETS	398,812	309,329.58	(19,220)	52,500	36,982	33,190	432,002	
FURNITURE & EQUIPMENT ASSETS								
INFORMATION TECHNOLOGY								
Enterprise Applications upgrade	440,000	91,012.28	1,012	39,814	309,174		440,000	Authority projects payment milestones
Building Management System software-Admin	120,000	0	(30,000)	0	120,000		120,000	
MARKETING & COMMUNICATIONS								
COVID-19 Artwork relief project	525,600	132,873.00	(392,727)	18,500	374,227		525,600	
Beatty Park Leisure Centre								
Beatty Park Leisure Centre - Non Fixed Assets Renewal	71,500	3,195.00	(56,805)	1,000	67,305		71,500	
MISCALLENEOUS								
Miscellaneous Assets Renewal	75,000	46,727.79	(9,522)	0	28,272		75,000	
CCTV Renewal Civic and Loftus Precinct	40,000	7,432.04	(32,568)	23,932	8,636		40,000	
TOTAL EXPENDITURE								
FOR FURNITURE & EQUIPMENT ASSETS	1,272,100	281,240.11	(520,610)	200,006	790,854	0	1,272,100	
TOTAL CAPITAL EXPENDITURE	13,869,206	4,286,598.18	(2,994,799)	2,665,268	6,917,340	(276,270)	13,592,936	

CITY OF VINCENT
THIRD QUARTER BUDGET REVIEW 2020/21
CASH BACKED RESERVES



Reserve Particulars	Sec Qtr Review	3rd Review	Sec Qtr Review	3rd Review	Sec Qtr Review	3rd Review	Sec Qtr Review	3rd Review
	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
	Opening	Transfers	Transfers	Interest	Interest	Transfers	Transfers	Closing
	Balance	to Reserve	to Reserve	Earned	Earned	from Reserve	from Reserve	Balance
	01/07/2020	30/06/2021	30/06/2021	30/06/2021	30/06/2021	30/06/2021	30/06/2021	30/06/2021
	\$	\$	\$	\$	\$	\$	\$	\$
Asset Sustainability Reserve	5,293,197	1,743,000	3,043,000	61,887	43,401	(2,869,583)	(2,869,583)	4,228,501
Beatty Park Leisure Centre Reserve	101,218	0	0	1,183	830	0	0	102,401
Cash in Lieu Parking Reserve	1,926,192	6,000	6,000	22,521	15,793	(527,000)	(527,000)	1,427,713
Hyde Park Lake Reserve	159,269	0	0	1,862	1,306	0	0	161,131
Land and Building Acquisition Reserve	297,471	0	0	3,478	2,439	0	0	300,949
Leederville Oval Reserve	94,069	0	0	1,100	771	0	0	95,169
Loftus Community Centre Reserve	36,901	0	0	431	303	0	0	37,332
Loftus Recreation Centre Reserve	171,525	51,664	51,664	2,005	1,406	0	0	225,194
Office Building Reserve - 246 Vincent Street	401,156	0	0	4,690	3,289	(196,000)	(196,000)	209,846
Parking Facility Reserve	105,607	0	0	1,235	866	0	0	106,842
Percentage For Public Art Reserve	488,867	18,000	18,000	5,716	4,008	(525,600)	(510,875)	(13,017)
Plant and Equipment Reserve	22,483	0	0	263	184	0	0	22,746
State Gymnastics Centre Reserve	110,197	9,682	9,682	1,288	904	0	0	121,167
Strategic Waste Management Reserve	997,471	0	0	11,662	8,179	0	0	1,009,133
Tamala Park Land Sales Reserve	340,902	250,000	250,000	3,986	2,795	0	0	594,888
Underground Power Reserve	210,051	0	0	2,456	1,722	0	0	212,507
Waste Management Plant and Equipment Reserve	219,949	0	0	2,572	1,803	0	0	222,521
POS reserve - Haynes Street	0	157,899	157,899	1,870	1,295	0	0	159,769
	10,976,525	2,236,245	3,536,245	130,205	91,295	(4,118,183)	(4,103,458)	9,224,792
								10,500,607

12 CHIEF EXECUTIVE OFFICER**12.1 QUARTERLY UPDATE OF 26 STRATEGIC PROJECTS OUTLINED IN CORPORATE BUSINESS PLAN 2020/21 - 2023/24**

Attachments: 1. **26 Strategic Projects Update - Corporate Business Plan 2020/21 - 2023/24**
 

RECOMMENDATION:

That Council NOTES the updates to the 26 Strategic Projects outlined in the Corporate Business Plan 2020/21 – 2023/24 as at Attachment 1.

PURPOSE OF REPORT:

To receive an update on the progress of the City's 26 Strategic Projects outlined in the City's Corporate Business Plan 2020/21 – 2023/24 (CBP).

BACKGROUND:

Council adopted the CBP at its 15 September 2020 Meeting. The CBP is aligned with the City's Long-Term Financial Plan (LTFP), which was adopted at the 18 August Council Meeting, and the City's annual budget 2020/21.

The CBP includes a list of 26 Strategic Projects, which are aligned to the most relevant Strategic Community Plan priority. These projects have been identified as having the greatest City wide impact and importance.

The project plans outlining the details of these projects including the project milestones and timeframes, budget, scope, risks and key stakeholders were presented to Council for annual endorsement at its 20 October 2020 Meeting. Council approved 21 of these project plans, with the remaining five project plans endorsed by Council at its 17 November 2020 Meeting.

Administration informed Council that they would receive a summary and a status update of each project quarterly. The first update was provided to Council at its 16 February 2021 Meeting.

DETAILS:

The 26 Strategic Projects outlined in the CBP are listed below and are outlined in **Attachment 1**:

1. Implementation of the Sustainable Environment Strategy
2. Three Bin Food Organics Garden Organics Collection System
3. Accessible City Strategy
4. Monitor and report on the 40kph speed zone trial
5. Bicycle Network Improvements
6. Wayfinding Strategy
7. Arts Relief Project
8. Arts Development Action Plan
9. Youth Action Plan (YAP)
10. Community Engagement Framework
11. Woodville Reserve Master Plan
12. Britannia Reserve West Development Plan
13. Leederville Oval Master Plan
14. Public Open Space Strategy
15. Banks Reserve Master Plan
16. North Perth Common
17. Robertson Park Development Plan
18. Axford Park Upgrade
19. Vincent Rebound Plan
20. Leederville Activity Centre Plan
21. Character Retention and Precinct Planning

22. Beatty Park 2062
23. Beatty Park Leisure Centre Upgrade
24. Asset Management and Sustainability Strategy
25. Implementation of the City's Public Health Plan 2020–2025
26. Marketing Plan.

The key milestones achieved over the last quarter are set out in **Attachment 1** and are summarised below:

- **Accessible City Strategy:** Advertising has concluded and results have been collated to inform the required changes to the Strategy. The revised strategy and overview of community consultation is presented to Briefing/OMC in May for endorsement.
- **Wayfinding Strategy:** The Request for Quotation was distributed to the identified suppliers within the procurement plan. These responses were received by 19 April 2021 and are currently being reviewed through the evaluation panel meeting and due diligence process.
- **Community Engagement Framework:** The Draft Strategy and accompanying Policy was presented to Council for approval to advertise in April 2021, following workshoping with community, administration and receiving feedback from Council. This is now being advertised.
- **Robertson Park Development Plan:** The Draft Development Plan was presented to Council for approval to advertise in April 2021, following workshoping with key stakeholders and receiving feedback from Council. This is now being advertised.
- **Asset Management and Sustainability Strategy:** The Strategy and the associated Discussion Paper were approved for advertising by Council in December 2020. Advertising has been extended and is still being conducted.
- **Marketing Plan:** Draft Plan is currently being reviewed and will be presented to Council Briefing/OMC in June/July in conjunction with the Community Engagement Framework.

Below is the health status tracker which outlines what constitutes the three different levels of health risk shown in **Attachment 1**.

	Significant	Medium	On-track
Cost	Actual or forecast cost more than 10% over current approved budget	Actual or forecast cost more than 5 to 10% over current approved budget	Actual or forecast cost less than 5% over current approved budget
Time	Actual or forecast delivery more than 40% over timeframes in approved project plan	Actual or forecast delivery more than 20% over timeframes in approved project plan	Actual or forecast delivery less than 20% over timeframes in approved project plan
Health Status	Both cost and time at significant risk	Either cost or time at significant or medium risk	No cost and time risk evident at report date

There are no projects that are of significant risk.

The health status of all 26 projects remains the same as when their project plans were first adopted by Council on 20 and 17 November 2020. The seven projects that remain a medium risk are outlined below:

- **Woodville Reserve Master Plan:** A report regarding the Woodville Reserve Master Plan is being presented to Briefing/OMC in June for approval to advertise. The risk level for this project is medium due to funding constraints, therefore an interim Landscape Plan is being developed for the site to address short-term issues. This and the associated consultation details will be presented to Council.
- **Britannia Reserve West Development Plan:** The City has worked with key stakeholder, FAFC to progress the draft Concept Plan options and associated feasibility analysis and costings. Based on this work the draft Concept Plan is being presented to Briefing/OMC in June for approval to advertise.
- **Public Open Space Strategy:** Amenities review to be undertaken in 2020/21. The risk level is medium as there is currently insufficient funding to implement the actions. Implementation of the basic level amenities identified in the review are the first priority.
- **Banks Reserve Master Plan:** Master Plan complete. A Section 18 is required for additional works. The risk level is medium as the funding allocated and approvals gained is for the first stage of implementation, with remaining funding and approvals to be secured. There is also a risk identified with the proposed demolition of the pavilion. The costings and options for this are being identified.
- **Axford Park Upgrade:** The health status for this project is medium due to funding for this project needing to be confirmed. Administration submitted an application for RAC Reconnect WA: Transforming

Streets and Spaces Trial funding but the application was not selected as a preferred project. A State election commitment of \$200,000 for a new skate/scooter park in Mt Hawthorn could be utilised for this site, with additional City funding.

- **Leederville Activity Centre Plan:** The Draft Precinct Structure Plan was presented to Council for approval to advertise in April 2021, following workshoping with key stakeholders and receiving feedback from Council. This is now being advertised in conjunction with the Leederville Place Plan.
- **Beatty Park 2062:** Administration are seeking input from a Heritage Architect to advise on the proposed reopening of the original customer entry hall of the main grandstand. Once we receive this heritage brief an agenda paper will be prepared to outline this project's options and direction. We have noted asbestos within the putty of the grandstand mezzanine and higher level windowsills and as such a number of tenants were relocated while further testing and required treatment was undertaken. The City will provide an overall Project brief to the new Sports and Heritage Ministers, following the recent WA election.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Regulation 19DA of the *Local Government (Administration) Regulations 1996* provides that:

- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to note the updates to the 26 Strategic Projects outlined in the CBP.

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.

SUSTAINABILITY IMPLICATIONS:

Nil.

PUBLIC HEALTH IMPLICATIONS:

Nil.





FINANCIAL/BUDGET IMPLICATIONS:

The budget for each project is outlined in the annual budget for 2020/21, the CBP and the LTFP.

STRATEGIC PROJECT LISTING FOR CITY OF VINCENT CORPORATE BUSINESS PLAN 2021/22 - 2023/24									
NO	Title of Works	Description	Operating /Capital	20/21	21/22	22/23	23/24	Status Update	Health Status / Next Deliverable
1	Implementation of the Sustainable Environment Strategy	Implementation of tasks that are identified as actions in the City's Sustainable Environment Strategy and accompanying Implementation Plan.	Op & Cap	\$34,000	\$46,000	\$46,000	✓	Targets contaminated within the Strategy are reported to Council Briefing/OMC annually in November. A review of the Implementation Plan has occurred and reported to Council Workshop in May.	COMPLETE Implementation ongoing in each upcoming month
2	Three Bin Food Organics Garden Organics Collection System	Delivery of a three bin FOGO collection service to approximately 16,500 households	Op & Cap	\$80,000	\$1,378,556	–	–	Due to Covid-19, implementation was approved for October 2021.	October Commence roll-out
3	Accessible City Strategy	Prepare an Accessible City Strategy to guide future movement within the City.	Op	\$40,000	–	–	–	Advertising has concluded and results have been collated to inform the required changes to the Strategy. The revised strategy and overview of community consultation is presented to Briefing/OMC in May for endorsement.	May Revised strategy presented to Briefing/OMC for endorsement
4	Monitor and report on the 40kph speed zone trial	Undertake community consultation to determine the level of community support for implementing a 40kph speed zone trial in the south of Vincent. Subject to community support and Council approval implement the trial in 2018/19	Op	✓	✓	–	–	Trial concluded on 1 May 2021. Final round of data collection to follow. As the Road Safety Commission only committed to a 12 month data evaluation report, the City will consider the possibility of funding further research into the second year results. Note: The full impact of Covid-19 is yet to be determined. Data to 24 months will provide a clearer indication.	June Project closure
5	Bicycle Network Improvements	Design and implementation of the Bicycle Network Plan – includes pathways and bike lanes	Cap	\$365,000	\$375,000	\$180,000	–	Florence Street works completed September 2020, other than Main Roads WA line-marking, with trees planted in mid-October. Consultation with residents and businesses for the Strathcona and Golding section conducted in October with the project approved at the 15 December 2020 OMC. Works commenced in April, with completion in June 2021.	May & June Works July Project closure
6	Wayfinding Strategy	Develop a wayfinding strategy that will improve the way people move around the City of Vincent by foot, bike and public transport connections in order to easily access each Town Centre.	Op	\$120,000	✓	–	–	The Request for Quotation was distributed to the identified suppliers within the procurement plan. These responses were received by 19 April 2021 and are currently being reviewed through the evaluation panel meeting and due diligence process.	May Procurement process
7	Arts Relief Project	Artistic Theme – 'Individual and Community experiences of Covid-19' The COVID-19 Arts Relief Grants aim to support Vincent's local arts industry at a critical time and provide relief and stimulation to the wider community experiencing isolation.	Cap	\$525,600	–	–	–	Of the 16 Phase 1 Arts Relief Grant projects, six are complete and ten are still active. Elizabeth Gray's artworks are finished and installation into the Administration foyer is now being coordinated. Jane Coffey's oil paintings are underway and will be displayed in the City of Vincent Library after Jane's studio exhibition. Three film works are in progress. Roly Skender and Kate Rae's public art sculptures are currently in fabrication and will be installed into Beatty Park Reserve following notification to surrounding residents. Paula Hart's canopy work will be shortly installed at a Mount Hawthorn parklet. The Phase 2 Arts Relief Grant funding project was presented at the Arts Advisory Group meeting on 7 April 2021 and at the Council Workshop on 13 April 2021. This project will see two medium scale public artworks commissioned: one in the Leederville Town Centre along Oxford Street, and one in the William Street Town Centre at the intersection of William and Brisbane Streets. Phase 2 Arts Relief project has been renamed 'Art Rebound'. The EOI will be circulated to Council Members and the Arts Advisory Group for feedback prior to distribution.	May Art Rebound EOI distributed June Ten remaining Phase 1 projects completed
8	Arts Development Action Plan	Develop a two-year plan that fosters creative arts in the City, including delivery of public art, art in built form, opportunities for local artists and creative spaces.	Op	✓	✓	–	–	The Project Plan for the new Arts Development Action Plan was approved by Council at the October OMC. Development of this began at the Arts Advisory Group meeting on 25 November 2020 and will continue in the first half of 2021.	May Workshop with Arts Advisory Group
9	Youth Action Plan (YAP)	The plan will strengthen the City's understanding of the demographics, needs and priorities of young people identify key focus areas, current gaps and actions to address these.	Op	\$20,000	✓	–	–	The Youth Action Plan (YAP) was endorsed at OMC on 20 October 2020 and is now in the implementation phase.	COMPLETE Implementation ongoing
10	Community Engagement Framework	Prepare a Community Engagement Framework as part of a new Community Engagement Policy that will establish the framework and tools to guide how we speak with and listen to our community	Op	✓	–	–	–	The Draft Strategy and accompanying Policy was presented to Council for approval to advertise in April 2021, following workshoping with community, administration and receiving feedback from Council. This is now being advertised.	May Community consultation
11	Woodville Reserve Master Plan	Review the 2012 Woodville Reserve Master Plan and prepare a revised Plan that effectively responds to current/future community needs, maximises land use and asset sustainability, and aligns with Council's focus on creating more inviting green and open spaces.	Op	✓	–	–	–	A report regarding the Woodville Reserve Master Plan is being presented to Briefing/OMC in June for approval to advertise. The risk level for this project is medium due to funding constraints, therefore an interim Landscape Plan is being developed for the site to address short-term issues. This and the associated details is what will be presented to Council.	June Presentation to Council Briefing/OMC
12	Britannia North West Reserve Development Plan	Prepare a Britannia North West Reserve Development Plan to create a better connection between Litis Stadium and Britannia Reserve.	Op	\$15,000	–	–	–	The City has worked with key stakeholder, FAFC to progress the draft Concept Plan options and associated feasibility analysis and costings. Based on this work the draft Concept Plan is being presented to Briefing/OMC in June for approval to advertise.	June Presentation to Council Briefing/OMC
13	Leederville Oval Master Plan	Prepare and implement the plan to guide the short, medium and long-term development options for the oval.	Op	\$35,000	–	–	–	Feedback is being received on the site, through the Leederville community engagement process via the Leederville Activity Centre Plan and Leederville Place Plan community consultation process.	May Community consultation

STRATEGIC PROJECT LISTING FOR CITY OF VINCENT CORPORATE BUSINESS PLAN 2021/22 - 2023/24									
NO	Title of Works	Description	Operating /Capital	20/21	21/22	22/23	23/24	Status Update	Health Status / Next Deliverable
14	Public Open Space Strategy	Implementation of the Strategy's short (1-3 years) and short – medium (1-7 years) Key Actions.	Op & Cap	✓	\$50,000	\$300,000	\$780,000	Amenities review to be undertaken in 2020/21. The risk level is medium as there is currently insufficient funding to implement the actions. Implementation of the basic level amenities identified in the review are the first priority.	June 2021/22 budget confirmed at OMC
15	Banks Reserve Master Plan	Implement key outcomes of the Banks Reserve Master Plan.	Op	✓	–	–	–	Master Plan complete. A Section18 is required for additional works. The risk level is medium as the funding allocated and approvals gained is for the first stage of implementation, with remaining funding and approvals to be secured. There is also a risk identified with the proposed demolition of the pavilion. The costings and options for this are being identified.	July Commence Section18 approval process, pending 2021/22 budget approval.
16	North Perth Common	Review of North Perth Common Stage 1 to inform future public space design and activation.	Op	✓	–	–	–	Strategic review undertaken by Design Review Panel Member. Public life studies on human behaviour and movement were conducted from December 2020 to February 2021. This data has been analysed to inform future decisions and planning for the space. A report of the review of the space will be presented to Briefing/OMC in June.	June Report to Council Briefing/OMC
17	Robertson Park Development Plan	Prepare a detailed Development Plan to guide future use, management and development of the site.	Op	✓	–	–	–	The Draft Development Plan was presented to Council for approval to advertise in April 2021, following workshopping with key stakeholders and receiving feedback from Council. This is now being advertised.	May Community consultation
18	Axford Park Upgrade	Design and deliver the first phase of the Axford Park Upgrade.	Op	–	✓	✓	✓	The health status for this project is medium due to funding for this project needing to be confirmed. Administration submitted an application for RAC Reconnect WA: Transforming Streets and Spaces Trial funding but the application was not selected as a preferred project. A State election commitment of \$200,000 for a new skate/scooter park in Mt Hawthorn could be utilised for this site, with additional City funding.	June 2021/22 budget confirmed at OMC
19	Vincent Rebound Plan	Develop and implement the Vincent Rebound Plan and its associated actions.	Op	✓	✓	–	–	The Vincent Rebound Plan was endorsed by Council in September 2020. A quarterly update is being presented to Briefing/OMC in May.	May Quarterly update to Council Briefing/OMC
20	Leederville Activity Centre Plan	Prepare the Leederville Activity Centre Plan in accordance with the State Planning Policy 4.2 – Activity Centres.	Op	\$114,366	✓	–	–	The Draft Precinct Structure Plan was presented to Council for approval to advertise in April 2021, following workshopping with key stakeholders and receiving feedback from Council. This is now being advertised in conjunction with the Leederville Place Plan.	May Community consultation
21	Character Retention and Precinct Planning	Implement a proactive approach to character retention within Vincent.	Op	✓	✓	✓	✓	The Mount Hawthorn Character Retention Areas were presented to Council OMC in March 2021. The future character retention process will be workshopped with Council in May.	May Workshop character retention process with Council
22	Beatty Park 2062	Development of a long-term approach to preserve and protect the history and heritage of the 1962 grandstand and other major elements of the site.	Op	✓	–	–	–	Administration are seeking input from a Heritage Architect to advise on the proposed reopening of the original customer entry hall of the main grandstand. Once we receive this heritage brief an agenda paper will be prepared to outline this project's options and direction. We have noted asbestos within the putty of the grandstand mezzanine and higher level window sills and as such a number of tenants were relocated while further testing and required treatment was undertaken. The City will provide an overall Project brief to the new Sports and Heritage Ministers, following the recent WA election.	May Finalise Heritage Architect scope
23	Beatty Park Leisure Centre Upgrade	Planning, development and implementation of a project schedule to conduct overdue renewal to the facility.	Cap	\$2,930,000	\$250,000	\$798,000	\$316,000	Tiling and filtration work commenced on 27 January. Indoor change room demolition and scope of work for new accessible change rooms underway. Concept for aboriginal art received. Concourse tiling demolition underway. Pool tiling and filtration work on schedule. Indoor pool concourse renewal may hold up project due to delivery time for tiles of 12 weeks.	May Pool water features arrive & Aboriginal artwork for pool floor to be installed
24	Asset Management and Sustainability Strategy	Develop a financially sustainable strategic approach to City Assets	Op	✓	✓	✓	✓	The Strategy and the associated Discussion Paper were approved for advertising by Council in December 2020. Advertising has been extended and is still being conducted.	May Community consultation
25	Implementation of the City's Public Health Plan 2020–2025	Deliver a suite of projects, programs, and services in collaboration with our community and external organisations to work towards a happy, healthy and connected community for all.	Op	✓	✓	\$59,577	\$41,577	The Public Health Plan was adopted by Council in October 2020.	COMPLETE Implementation ongoing
26	Marketing Plan	Creation of a Marketing Plan that defines expectations of Council and supports resource requirements. Positive media story targets. Engagement with the City's communication tools.	Op	✓	✓	–	–	Draft Plan is currently being reviewed and will be presented to Council Briefing/OMC in June/July in conjunction with the Community Engagement Framework.	June/July Presented to Council Briefing/OMC
Health Status Tracker									
	Significant	Medium	On-track						
Cost	Actual or forecast cost more than 10% over current approved budget	Actual or forecast cost more than 5 to 10% over current approved budget	Actual or forecast cost less than 5% over current approved budget						
Time	Actual or forecast delivery more than 40% over timeframes in approved project plan	Actual or forecast delivery more than 20% over timeframes in approved project plan	Actual or forecast delivery less than 20% over timeframes in approved project plan						
Health Status	Both cost and time at significant risk	Either cost or time at significant or medium risk	No cost and time risk evident at report date						

12.2 NEW LEASE TO THE WESTERN AUSTRALIAN VOLLEYBALL ASSOCIATION INC.- PORTION OF 413 BULWER STREET, WEST PERTH

- Attachments:**
1. Premises plan [↓](#) 
 2. Market Rent Valuation Report - Confidential
 3. Maintenance Schedule [↓](#) 
 4. Volleyball WA 2020 Health Check [↓](#) 
 5. Proposed Lease Comparison with Property Management Framework [↓](#) 

RECOMMENDATION

That Council:

1. **APPROVES a lease of part of 413 Bulwer Street, West Perth (Premises) to the Western Australian Volleyball Association Inc. (Tenant) on the following key commercial terms:**
 - 1.1. **Initial term:** two (2) years.
 - 1.2. **Option:** two x two (2) year terms, exercised upon mutual agreement by the City and the Tenant.
 - 1.3. **Premises area:** 452m² (buildings) and 1,200m² (volleyball courts).
 - 1.4. **Rent:** \$15,000 per annum (plus GST).
 - 1.5. **Rent Review:** CPI on 1 July each year of the term, commencing on 1 July 2021.
 - 1.6. **Outgoings:** the Tenant to pay all ESL, rubbish and recycling bin charges, utilities (including scheme water, electricity and gas) and minimum level of service statutory compliance testing (including RCD, DFES and pest inspection fees and charges), applicable to the Premises.
 - 1.7. **Insurance:**

the Tenant to maintain a public liability insurance policy for not less than \$20million per one claim, in respect of the Tenant's use and occupation of the Premises and car park.

The Tenant to reimburse the City for the building insurance premium payable in regard to all buildings, structures and improvements within the Premises area. If the Tenant requests the City make a claim on the Tenant's behalf (under the building insurance policy) the City may require the Tenant to pay any excess payable in respect to that claim.
 - 1.8. **Repair/maintenance:** the Tenant is responsible for:
 - (a) general minor maintenance of premises which includes replacement of fittings and fixtures including light globes and taps;
 - (b) re-painting of painted surfaces within the premises to ensure they remain in good repair; and
 - (c) cleaning (including carpets annually),

see the maintenance schedule at **Attachment 3** for more information.
 - 1.9. **Capital upgrades:** The Tenant is responsible for capital upgrade and capital expansion of all assets within the leased or licenced area and the maintenance of the Premises fit-out.
 - 1.10. **Inspections:** The City will inspect the premises annually or as required.

1.11. Responsibilities of the City:

The City is responsible for maintenance of roofing and main structure of the Premises (unless the damage is caused by the tenant) and the capital renewal and upgrade of existing assets at the City's discretion.

1.12. Special Condition:Car park licence

- (a) The City grants the Tenant a licence to use:
- (i) ten (10) car bays at the Premises for the Tenant's employees parking (Staff Car Bays); and
 - (ii) five (5) car bays at the Premises for tenant visitor car parking (Visitor Car Bays),
- as identified on the Premises plan (Licensed Area) between the hours of 8:00 am and 5:30pm Monday to Friday for the duration of the Term and at no extra cost to the Tenant (Licence).
- (b) A valid parking permit must be displayed in the front windscreen of all tenant employees' cars using the Staff Car Bays.
- (c) A three-hour time limit applies to the Visitor Car Bays at all times.
- (d) The Tenant must at all times keep and maintain the Licensed Area free of litter and in particular oil spillage or leakage and in a reasonable state of cleanliness.
- (e) The Tenant indemnifies the City from and against all losses arising from damage to any property or the death of or injury to any person caused by:
- (i) the Tenant or the Tenant's employees and visitors in a vehicle while on the Licensed Area; or
 - (ii) the use of the Licensed Area by the Tenant or the tenant's employees and visitors,
- except to the extent that the loss or damage is caused or contributed to by the City or the City's employees, agents or contractors.
- (f) The Tenant must ensure its public liability insurance policy extends to cover public liability resulting from the use by the Tenant and the Tenant's employees and visitors of the Licensed Area.
- (g) The Licence will come to an end upon the expiry or determination of this Lease.

Garage/shed

The parties acknowledge and agree that:

- (a) the external garage on the land has a large crack in its eastern wall;
- (b) the rent for the premises does not incorporate a charge for use of the garage by the Tenant;
- (c) if the garage become structurally unsound or unsafe during the Term of the Lease, the City may (in its absolute discretion) elect to either rectify the defect or demolish the garage entirely; and
- (d) if the City demolishes the garage (in accordance with this special condition), the Tenant has no right or entitlement to compensation or rent abatement due to the garage no longer being available for use.

2. **Subject to final satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES the Mayor and Chief Executive Officer to affix the common seal and execute the lease in recommendation 1. above.**

PURPOSE OF REPORT:

To consider entering into a new lease with the Western Australian Volleyball Association Inc. in regard to the offices, external garage and volleyball courts located at 413 Bulwer Street, West Perth (Premises).

BACKGROUND:

The Western Australian Volleyball Association Inc. (Tenant) has leased the Premises since 1 July 1999, as included on the plan at **Attachment 1**. The lease was for a term of 10 years, commencing 1 July 1999 and expiring 30 June 2009, with two further 5-year terms, the second of which expired on 30 June 2019. The Tenant has been holding over on a monthly tenancy of the Premises since 1 July 2019.

Administration engaged a commercial property valuer to complete a market rent appraisal of the Premises in February 2020 at **Confidential Attachment 2**. Due to the disruptions caused by COVID-19, the negotiations of the new lease were put on hold. Administration recommenced negotiations of new lease terms with the Tenant late 2020, once the COVID-19 restrictions had eased.

DETAILS:

The land must be used for recreation as per the requirements of Local Planning Scheme No. 2. Due to the nature, age and layout of the Premises building and surrounds (in particular, the outdoor sand volleyball courts) it would be difficult to use the Premises in its current state for a different recreational purpose. In particular, alternative recreational uses would require changes to the outdoor volleyball courts (to maximise the use of the land) and an update of change rooms and toilets would likely also be necessary.

Condition of Premises

The Premises were constructed in the late 1950s/early 1960s. The last update/capital upgrade of the Premises occurred in the early 2000s, no substantive upgrade or improvement has been undertaken since this time.

The Premises are in a condition consistent with its age. The City has not planned to undertake any substantial works or capital improvements on the Premises. The Tenant has been informed of this.

The external garage/shed (that forms part of the Premises area) has a large crack running along the eastern wall of the structure. Currently, the garage is structurally sound. However, if the crack worsens and the garage become structurally unsound or is no longer safe for use, the Tenant would not be able to use this building. The Tenant has been informed of this. Administration has also informed the Tenant that (in the event the garage does become unsafe to use) the City cannot guarantee it will rectify the issue rather than demolish the building entirely.

The City's and Tenant's maintenance obligations are set out in the Maintenance Schedule at **Attachment 3**. Subject to available budget, the City may choose (at its discretion) to replace certain items at the Premises that come to the end of their economic life. However, whether the City would undertake any replacement will be assessed on a case-by-case basis at the time the replacement is required and is unlikely to occur (if at all) until the Sport and Recreational Facilities Plan has been finalised.

Sport and Recreational Facilities Plan

The City has started preparing a Sport and Recreation Facilities Plan (Plan). It is anticipated that the Plan will be presented to Council in 2022. The purpose of the Plan is to guide the location and types of sports and recreation facilities across the City.

The benefits and outcome of the Plan will guide the rationalisation of any surplus assets, reduce the City's maintenance budget and prioritise the improvements to the City's sport and recreation facility provisions. The Plan will consider all sport and recreation facilities owned by the City and address the large amount of single use facilities within the City.

Administration would not recommend additional investment into the Premises until the Plan is completed.

It is also possible that an alternative location for Volleyball within the City may be an outcome of the Plan. To allow for this, the proposed lease includes an initial 2-year lease term followed by two further 2-year option terms (which may be exercised upon the mutual agreement of the City and the Tenant).

Community benefit

The Tenant itself is a State sporting association and does not have its own individual members. The primary user of the courts has 365 members of which 79 are City residents. The Premises are used for a number of training sessions and events over the course of the year and the courts are available for hire to local schools, including:

- the primary user club (The Hub) holds sessions four nights a week at the Premises, these are open to the public;
- the Tenant operates holiday programs during school holidays;
- development squad activities (open to all members) are hosted at the Premises;
- the Tenant hosts CaLD and Masters events; and
- the Tenant hires the courts to local schools (including Phoenix Academy, Milner College, SEDA, Mates-in-Oz and North Metropolitan TAFE).

The Tenant also uses the hardcourt volleyball courts at Loftus Recreation Centre for the WA Volleyball League every Sunday from early morning until evening during the winter season (April to September).

Commercial lease terms

The Premises comprise ground floor change rooms, first floor admin/office area, external garage and outdoor beach volleyball courts. Currently, the Tenant pays rent of approximately \$11,500 per annum (including GST).

The current GRV for the Premises is \$53,000. Administration also obtained a market rent valuation of the Premises in February 2020. The Premises was valued at \$41,350 per annum based on the following breakdown:

Area	m ²	\$ pa
Ground floor change rooms	200m ²	\$10,000
First floor offices	214m ²	\$21,400
External garage/shed	38m ²	\$950
Volleyball Courts	1,200m ²	\$9,000
Total	1,652m²	\$41,350

Due to condition of the external garage (described above), it has a negligible amount of commercial value. On this basis, the market rent for the Premises would be approximately \$40,000 per annum (plus GST).

The Tenant was affected by the COVID-19 lockdown between April and June in 2020. Upon application by the Tenant, the City's COVID-19 Relief and Recovery Committee granted the Tenant rent and outgoings payment assistance (decisions of 12 May 2020 and 8 September 2020). The Tenant received a waiver and deferral of rent in the amount of \$1,081.25 and a small waiver (approximately \$140) on recouped utilities/outgoings for the April to June period.

The COVID-19 emergency period expired on 28 March 2021. Upon Administration contacting the Tenant to negotiate repayment of the deferred amount, the Tenant has opted to pay the amount (\$1,081.25) in one full payment rather than enter into a payment arrangement to repay the amount in instalments.

The effect of the 2020 COVID-19 lockdown and the Tenant's position as a State sporting association were taken into account by Administration during the lease negotiation process. The proposed rent of \$15,000 per annum (plus GST) was negotiated between Administration and the Tenant based on the primary use of the premises (as offices) with a discount to the market value of the offices (valued at \$21,400) due to their condition and the nature of the Association.

The rent will be increased by CPI annually on 1 July of each year of the lease (commencing 1 July 2021).

In accordance with the City's Property Management Framework, the Tenant will be responsible for paying ESL, rubbish and recycling bin charges, minimum level of service statutory compliance testing and building insurance premiums for the Premises.

Administration recommends that Council grant a new lease to the Tenant on the key commercial terms as outlined above.

CONSULTATION/ADVERTISING:

As the Tenant is an incorporated sporting body and its members do not receive any pecuniary profit from its transactions, public notice is not a statutory requirement and is not proposed to occur. The Tenant has confirmed that the proposed lease terms are acceptable.

LEGAL/POLICY:

This lease falls within the scope of Category 3 of the City's Property Management Framework. The terms proposed are consistent with the Property Management Framework, including negotiation of the rent based on the GRV or a market rent valuation of the Premises. A detailed comparison between the proposed lease and the Property Management Framework is included at **Attachment 5**.

Local Government Act 1995 (Act) – s 3.58(5)(d) (Disposing of Property).

Local Government (Functions and General) Regulations 1996 – Regulation 30.

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

(b) the land is disposed of to a body, whether incorporated or not —

- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
- (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions...*

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk to enter into a new two year lease with the Tenant.

STRATEGIC IMPLICATIONS:

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

Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

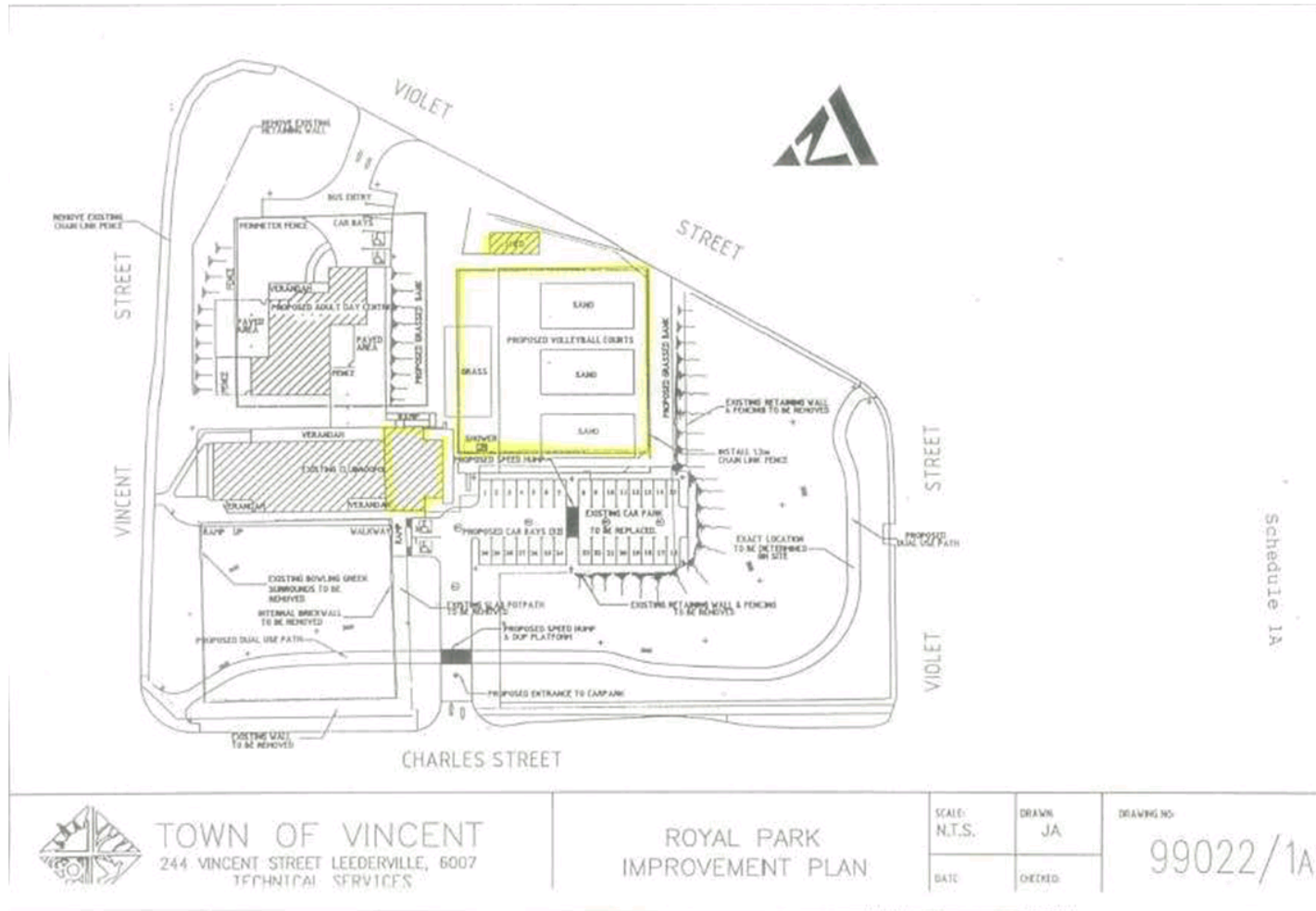
PUBLIC HEALTH IMPLICATIONS:

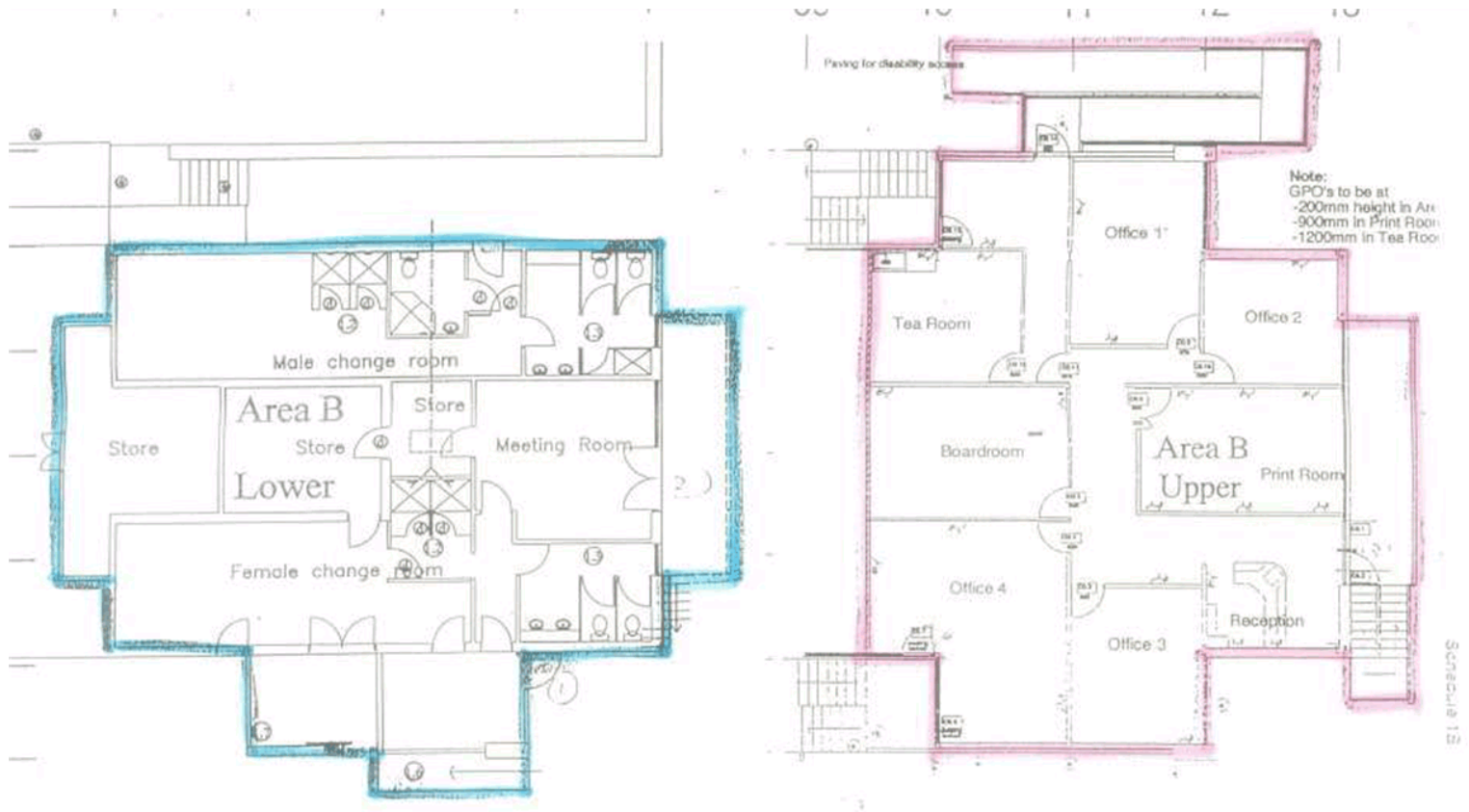
This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The current rent for the Premises is approximately \$11,500 per annum including GST. The proposed new rent is \$16,500 per annum including GST, equating to an approximate increase of \$5,000 per annum. The rent is proposed to be increased by CPI annually during each year of the lease.







Maintenance Item	Lessor's obligations	Lessee's obligations
Statutory/Minimum Level of Service obligations		
Emergency exit lighting systems & emergency doors	Undertake annual inspections of the Premises to ensure maintenance and compliance with requirements of the Building Code of Australia and Australian Standards.	Ensure that any faults or operational issues with the emergency/exit lighting systems in the Premises are promptly reported to the Lessor. Reimburse the Lessor for the cost of annual compliance inspections.
Fire protection equipment (e.g. fire extinguishers, hoses, smoke alarms)	Undertake annual inspections of the Premises to ensure compliance with FESA and DFES requirements.	Ensure that any use or operational issues with the fire protection equipment in the Premises are promptly reported to the Lessor. Reimburse the Lessor for the cost of annual compliance inspections.
RCD Protections, Tagging Electrical Equipment	Ensure that all RCDs are repaired and maintained in accordance with the relevant legislation.	Ensure that all portable plug-in electrical equipment are regularly inspected (a minimum of once every 12 calendar months) in accordance with relevant legislation. Reimburse the Lessor for the cost of annual RCD compliance testing.
Pest Control, vermin control & termites	Undertake annual pest inspections and extermination treatments (if required).	Endeavour to keep the Premises free and clear of all rodents, rats, vermin, insects, birds, animals and other pests and report to the Lessor any pest activity or required treatment. Reimburse the Lessor for the cost of annual pest inspection and treatments.
Premises and security		
Cleaning & cobweb removal	Not any.	Ensure Premises is kept tidy and free of litter, dirt, rubbish, cobwebs and broken glass at all times.

Maintenance Item	Lessor's obligations	Lessee's obligations
Malicious damage & break-ins	At request of Lessee, will submit Building Insurance claim on behalf of Lessee.	Responsible for repairs and cleaning of broken glass, windows and doors after an act/incident of malicious damage. Responsible for repairing and replacing any stolen goods or broken fixtures and fittings. Report any incidents of malicious damage or break-ins to the Lessor. Must pay any excess for a Building Insurance claim commenced by the Lessor at the Lessee's request.
Vandalism & graffiti	At request of Lessee, will submit Building Insurance claim on behalf of Lessee.	Remove all vandalism & graffiti and repair any damage caused. Must pay any excess for a Building Insurance claim commenced by the Lessor at the Lessee's request.
Security monitoring, equipment and security lights.	Not any.	The Lessee must ensure the Premises is maintained in a secure condition at all times. If any security monitoring, equipment or lighting is in use by the Lessee at the Premises (including any installed by the Lessee), the Lessee must ensure all equipment and lighting is maintained in Good Repair and undertake regular servicing of any security equipment at the Premises. If the Lessor is called upon to attend the Premises or the Lessor incurs expense for a call out on a Lessor installed security system, the Lessee must pay to the Lessor on demand all costs incurred by the Lessor due to that call out.
Ceiling	Repair any structural damage to ceiling. If damage is caused or contributed to by the Lessee or Lessee's Employees and Visitors, the Lessor may require the Lessee to reimburse it for cost of repairing the damage.	Clean ceilings, as required, and report any structural damage to the Lessor.

Maintenance Item	Lessor's obligations	Lessee's obligations
Walls	Repair structural damage to load bearing walls. If damage is caused or contributed to by the Lessee or Lessee's Employees and Visitors, the Lessor may require the Lessee to reimburse it for cost of repairing the damage.	Keep clean at all times, dust any cobwebs and report any structural repairs or faults to Lessor.
Window, glass panes, flyscreens, security screens, doors, door handles.	Where a lock must be repaired or replaced due to damage, disrepair or old age, the Lessor will undertake the repair or replacement. If the damage or disrepair is caused by the Lessee's use of the Premises, the Lessor may recover its costs, for the repair or replacement, from the Lessee.	Keep items clean, operable, lockable, and firmly fixed. Repair, replace and lubricate hinges of items, repair/replace any items that are broken or damaged where caused by misuse/internal vandalism.
Skylights, lighting, globes	Not any.	Keep clean at all times and repair and/or replace as required. Replace all globes as required.
Painting	Not any.	At least once every 5 years of the Term and three months before the expiry of the Lease, repaint the Premises (interior and exterior) with a minimum of two coats of good quality paint (in a colour approved by the Lessor) to a tradesmanlike finish. Touch up any paint damage on internal walls, as required.
Cupboards, blinds, curtains, mirrors	Not any.	Keep clean at all times. Maintain, repair and replace items as required.
Carpet	Not any	Keep clean at all times, repair and/or replace when at end of economic life. Professionally clean at least once annually.
Vinyl Floors	Not any.	Keep clean at all times, repair and/or replace when at end of economic life.
Wooden Floors	Not any.	Keep clean at all times, repair and/or replace when at end of economic life.
Tiled Floors	Not any.	Keep clean at all times, repair and/or replace when at end of economic life.

Maintenance Item	Lessor's obligations	Lessee's obligations
Bathrooms and changerooms (including drains, hot water systems, sewerage, showers, sinks, taps, toilets etc.)	Replace items that require replacement due to old age/end of economic life. Undertake capital renewal as an when determined by the Lessor. Where the Lessor undertakes works or repairs to clear blockages which have occurred as a result of the neglect, misuse or default of the Lessee, the Lessee must pay (on demand) the Lessor's costs of undertaking those works.	Must keep clean at all times. Ensure all are operable and free from any blockages. Repair leaks, service and maintain as required. Replace damaged items as required. Lessee shall not permit foreign objects or matter to be placed into drains, toilets or grease traps.
Fixtures, fittings, appliances and electrical		
Air-conditioning	Not any.	Repair and undertake annual servicing of air-conditioning units/systems. Replace air-conditioning unit as required (i.e. due to age/end of life or Lessee requirements).
Oven Vents (if applicable)	Not any.	Keep clean at all times, repair and/or replace when necessary.
Exhaust Fans (if applicable)	Not any.	Keep clean at all times, repair and/or replace when necessary.
Electrical Fittings (i.e. plugs, switches, sockets, leads, lights, power points)	Replace any irreparable items. If replacement is caused by misuse/negligence of Lessee, Lessor may require the Lessee to reimburse it for the cost of replacement.	Maintain and repair as required. The Lessee must ensure that electrical fittings are not overloaded when in use.
Wiring	Replace any irreparable items.	Repair, maintain and advise the Lessor prior to any wiring or electrical work taking place.
Appliances (i.e. fridges, toasters, freezer, stove, microwaves, washing machine)	Not any.	Keep clean at all times. Keep items operable, regularly maintain and repair as required. Replace irreparable appliances.

Maintenance Item	Lessor's obligations	Lessee's obligations
Premises exterior and surrounds		
Roof (including leaks, broken tiles etc.)	Repair any structural damage to roof and clean roofs as required. If damage is caused or contributed to by the Lessee or Lessee's Employees and Visitors, the Lessor may require the Lessee to reimburse it for cost of repairing the damage.	Report any structural damage to the Lessor. Repair any damage to the roof (structural or otherwise) caused by the Lessee or its failure to maintain the eaves, gutters and downpipes in a clean and clear condition.
Eaves, gutters & downpipes	Repair any damage to eaves, gutters and downpipes. If damage is caused by Lessee failing to maintain the eaves, gutters or downpipes in a clean and clear condition, the Lessor may require the Lessee to reimburse the Lessor for the cost of undertaking the repairs.	Maintain eaves, gutters and downpipes in a clean, clear and functional condition and report any damage to same to the Lessor. Repair any damage to the eaves, gutters or downpipes where caused or contributed to by the Lessee or its failure to maintain the eaves, gutters and downpipes in a clean and clear condition.
Garden and surrounds (including fencing and gates)	Responsible for any major tree pruning and tree removal. Replacing fences and/or gates as required and determined by the Lessor.	Maintain the surroundings, fertilising, minor pruning and conduct regular mowing of the lawn (if any within Premises area). Responsible for ensuring all fences and gates are cleaned, repaired, re-enforced and maintained. Not to remove any trees or hedges without first obtaining approval from the Lessor, except for urgent safety reasons.
Walkways, footpaths, access, steps, ramps	Responsible for City verge footpaths.	Keep clean and clear at all times. Repair damage or trip hazards to access/walk-ways other than the City verge footpath.
Car Park	Responsible for bitumen repairs and pot-hole maintenance. Undertake sweeping, leaf litter removal and car park line marking as required.	Report to the Lessor any damage, trip hazards or obstructions. If damage to the car park is caused by the Lessee or the Lessee's Employees and Visitors, the Lessor may require the Lessee to reimburse it for the cost of rectifying the damage.
Shed, roller doors and garage (if applicable)	Replace or repair as and when determined by the Lessor (at its discretion).	Responsible for keeping clean such structures.

Abandoned rubbish	Arrange for removal of abandoned furniture, car parts, larger rubbish that has been dumped on the verge, carpark or grassed area by third parties.	Arrange for removal of abandoned items that have been dumped on the property and will fit in the bins provided.
Pollution	Not any.	Do all things necessary to prevent pollution or contamination of the Land by garbage, refuse, waste matter, oil or other pollutants. Report any pollution, contamination or suspected pollution/contamination to the Land to the Lessor promptly.



Community Groups & Sporting Clubs Health Check

#12

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, October 28, 2020 10:57:01 AM
Last Modified: Wednesday, October 28, 2020 11:51:38 AM
Time Spent: 00:54:37
IP Address: 125.168.98.78

Page 1

Q1

Community Group Details

Club Name	Volleyball Western Australia
Postal Address	P O Box 133 Leederville WA 6903
Website Address	volleyballwa.com.au
Establishment Year	1960
Approximate date of AGM	10th October 2020

Q2

Executive Committee Members

President Name	Ian Phipps
Secretary Name	Not Applicable
Treasurer Name	Not Applicable

Q3

Community Group Contacts

Primary Contact Name	Robyn Kuhl
Phone	08-9228 8522
Email	kuhl@volleyballwa.com.au
Secondary Contact Name	Jacqueline Hunt
Phone	08-9228 8522
Email	info@volleyballwa.com.au

Q4

What were your 2019 membership details?

2019 Total Members	Not applicable (State Sporting Association)
--------------------	---------------------------------------------

Community Groups & Sporting Clubs Health Check

Q5

What are your 2020 membership details?

2020 Total Members

Not applicable (State Sporting Association)

Q6

1

What percentage of your members reside within the City of Vincent?

Q7

What are your current membership fees?

Senior Member

N/A

Junior Member

N/A

Social Member

N/A

Q8

In the last financial year, what was the groups' overall income from membership fees?

N/A

Q9

How much of the income from membership fees is paid to the state body or parent association?

We are the state body

Q10

Financial Statement - Please upload a copy of your groups audited financial statement.

FY19 WA Volleyball - Financial Report - Signed.pdf (1MB)

Q11

Declaration - I submit the 2020 Health Check and associated documents on behalf of the community group. I certify that I have been authorized to prepare and submit the Health Check and that the information provided is to the best of my knowledge true and correct.

Name

Jacqueline Hunt

Position

Administration Support Coordinator

Date



28/10/20

Proposed Lease to Volleyball WA – Comparison with Property Management Framework

Term/Condition	Property Management Framework (Cat. 3 requirement unless negotiated)	Included in Proposed Lease?
Initial Term	Maximum of 10 years.	Yes (Negotiated – 2 years)
Option	Up to 2 x 5 years options (at the City's discretion)	Yes (Negotiated – 2 x 2 years)
Responsibilities of Tenant	PAYMENTS	
	All outgoings, rates and taxes, including rubbish and recycling bin charges.	Yes, except rates are waived.
	Cost of statutory compliance (RCD, smoke alarm, emergency exit and fire hydrant testing).	Yes
	Pest inspections (including termite inspections) and treatment.	Yes
	Emergency Services Levy (ESL).	Yes
	Building insurance, premium and excess.	Yes
	\$20 million public liability insurance.	Yes
	REPAIR/MAINTENANCE	
	General minor maintenance of premises which includes replacement of fittings and fixtures including light globes and taps.	Yes
	Re-painting of premises to ensure it remains in good condition.	Yes
	Cleaning (internal and external including annual carpet cleaning).	Yes
	Line-marking of parking bays in car parks (if applicable).	No, as there are also public bays on site, the City will paint all lines.
	CAPITAL UPGRADES	
	Capital upgrade and capital expansion of all assets within the leased or licensed area.	Yes
	Maintenance of fit-out.	Yes
Responsibilities of the City	INSPECTIONS	
	The City will inspect the premises annually (or as required) and will give the tenant appropriate notice in accordance with the lease terms.	Yes
	REPAIR/MAINTENANCE	
	Maintenance of roofing, mechanical services and main structure (unless damage caused by tenant).	Yes
	CAPITAL RENEWAL	
	Capital renewal of existing assets at the City's discretion.	Yes

Obligations of Tenant and Default Provisions	The tenant is responsible for paying any license fees/rent and any other monies owed under the agreements within 14 days of the due date. If the tenant fails to pay an invoice within the 14 day grace period, interest at a prescribed rate (as set by the agreement) will accrue on the outstanding amount until it is paid in full. Continued failure to pay monies due and owing under the agreement may result in the City terminating the agreement. If the tenant disputes any amount due and owing under the agreement, the tenant must notify the City. In the absence of manifest error, the tenant must pay the outstanding amount on the due date and any dispute about the amount will be resolved with the City following payment.	Yes, included in precedent lease terms, which are not presented to Council.
Tenancy Fee	Subject to negotiation based on GRV. The tenant may undertake a market rent valuation of the premises, at the tenant's cost.	Yes. Negotiated - \$15,000 per annum (plus GST) by reference to market rent valuation.

12.3 RESULTS OF CONSULTATION - PROPOSAL FOR A COMMERCIAL KIOSK AT HYDE PARK

- Attachments:**
1. Summary Diagrams of Hyde Park Kiosk Consultation Results [↓](#) 
 2. Detail of Hyde Park Kiosk Consultation Results [↓](#) 
 3. Community Consultation Additional Comments [↓](#) 

RECOMMENDATION:**That Council:**

1. **NOTES** the results of the consultation on the proposal to install a commercial kiosk at Hyde Park, as summarised at Attachment 2;
2. **INVITES** public tender submissions for the operation of the commercial kiosk for a period of 4 weeks, including the following criteria:
 - 2.1 Proposed commercial lease terms including lease term, rent and rent reviews;
 - 2.2 A business case to support the business model/proposal (including forecast customer numbers);
 - 2.3 Estimated cost of the applicant installing a warm kitchen/alternative facilities in the shed and proposed internal fit out and layout of the kiosk;
 - 2.4 How customer traffic/queuing will be managed by the kiosk operator to avoid any significant plantings and trees surrounding the kiosk;
 - 2.5 Plans of the proposed aesthetic elements/design of the kiosk to ensure that it fits within the Park's current aesthetic;
 - 2.6 Food/menu options (including a range of healthy foods) that will be available for purchase at the kiosk and how the applicant will comply with the City's Public Health Plan or (if a café/kiosk is not proposed) the service(s) or products proposed to be sold from the shed;
 - 2.7 Proposed price points for products sold at the kiosk;
 - 2.8 How rubbish and rubbish disposal will be managed by the kiosk (e.g. location of additional public bins, who will be responsible for emptying the bins and how the kiosk will arrange for its waste and rubbish to be collected);
 - 2.9 Proposed hours of operation for kiosk;
 - 2.10 Environmental and sustainable operation options (e.g. no plastics, bio-degradable utensils and cups, emphasis on re-usable coffee cups etc.); and
 - 2.11 A plan for managing the environmental impact of the kiosk on the Park in compliance with the Hyde Park Conservation Plan.
3. **NOTES** that the public tender submissions will be assessed and presented to Council for a decision on the operation of the commercial kiosk; and
4. **REQUESTS** the Chief Executive Officer to provide advice to Council on the future operation of food vans within Hyde Park in the same report responding to Recommendation 3 above with advice on the nature of the preferred proposal for a potential commercial kiosk. This advice should consider whether the preferred commercial kiosk proposal should have exclusive use of Hyde Park or be in addition to the operation of food vans. If food vans are recommended to continue in Hyde Park then further advice should be provided on:
 - 4.1 Locations of existing power sources and potential locations of new power sources;

- 4.2 Preferred trading locations for any mobile food vendors, considering proximity to other infrastructure such as amenities;
- 4.3 Annual fees for mobile food vending permits;
- 4.4 Vehicular access to trading locations; and
- 4.5 Other factors that could impact the implementation of Policy No. 3.8.12 – Mobile Food Vendors.

PURPOSE OF REPORT:

To consider approving the conversion of the storage shed located on the western edge (bordering Throssell Street) of Hyde Park to a commercial kiosk.

BACKGROUND:

The City has considered fixed food and beverage opportunities within Hyde Park (Park) for a number of years as either an alternative or in addition to the mobile food vendors (Food Vans) that operate at the Park.

At its Ordinary Meeting of 20 October 2020 (Item 9.5), Council adopted amendments to Policy No. 3.8.12 – Mobile Food Vendors (Mobile Food Vendor Policy). Council also considered a proposal to install a commercial kiosk at Hyde Park and resolved in part as follows:

- ‘4. *APPROVES the Chief Executive Officer consulting with the community on locating a commercial kiosk at Hyde Park in the location shown at Attachment 3 in early 2021, with the outcomes of the consultation to be provided to Council by April 2021.*’

The City provided public notice of the consultation period between 8 March 2021 and 2 April 2021 by:

- Public notice and article in the Perth Voice (20 and 27 March 2021);
- Public notice in the Stirling-Vincent Reporter (18 March 2021);
- Consultation notice on Imagine Vincent (EHQ) (from 8 March 2021 to 2 April 2021);
- Notices on the City’s [website](#) and social media accounts; and
- An item in City’s e-newsletter (25 March 2021).

The consultation material asked whether the community wished to see a permanent kiosk in the park and, if so, whether this would be in addition or as an alternative to the food vans that operate from the park under the City’s Mobile Food Vendor Policy.

DETAILS:

The project page had a total of 1,200 visits during the consultation period and 658 users interacted with the information provided on the project page to learn more. There were 314 survey responses and a further 64 email submissions. A breakdown of responses is as follows and reflected in **Attachment 1**:

Support permanent kiosk and food vans	211 (56%)
Support permanent kiosk without food vans	61 (16%)
Do not support a permanent kiosk, support food vans only	81 (21%)
Do not support any option	23 (6%)
Unsure	2 (1%)

From the 272 respondents who **supported the kiosk** proposal, some of the main repeating comments were:

- The kiosk could positively affect the amenity of the park;
- The kiosk should offer a mix of healthy foods and good/barista coffee;
- Food and drink sold from the kiosk should be reasonably priced and accessible to all;
- The kiosk should operate for extended hours, including staying open after 3pm to provide after school service;
- The design of the kiosk should be eco-friendly and take into account the surrounding environment;

- The kiosk should minimise disposables use (i.e. no take-away coffee cups or single-use plastics and only biodegradable utensils should be offered);
- Local businesses/cafes/food van vendors should be offered the chance to tender for the kiosk operation;
- Retaining the food vans and installing a kiosk will increase healthy competition between vendors;
- The kiosk should be licensed to sell alcohol; and
- The kiosk should also offer some seating for patrons.

These comments are valid and can be included in the public tender process for a prospective operator as desirable criteria. Alcohol sale was not specifically a part of this community consultation, so Administration do not support including this in the public tender.

The 104 Respondents who **did not support the kiosk** proposal provided the following main comments:

- There are cafés and coffee shops in easy walking distance of the Park, therefore, a kiosk is not necessary;
- A kiosk could adversely affect the nearby cafes/food vans;
- The Park is of historic horticultural significance, increased commercial activities in the Park could adversely affect the Park and its environment;
- The food vans adequately service the Park, therefore, a kiosk is not necessary;
- A kiosk is likely to increase the rubbish and litter in the Park;
- There is insufficient parking in the area already, a kiosk will only exacerbate this;
- It will not be possible to ensure the quality of the food/beverages offered by the kiosk;
- Concern about the economic rationale for spending the City's money to establish a kiosk when there are other cafes and shops within the area;
- The food vans should be preferred as they are not permanent and can move out of the Park when not in high demand (unlike a permanent kiosk);
- Food vans are a better use of the City's resources and create little expense for the City; and
- The kiosk will be too expensive to eat at.

These submissions raise good points, especially around impact on the market, feasibility for the City and potential for adverse amenity impacts. However, it is Administration's opinion that a lot of these factors can be considered and dealt with through the public tender process, through ongoing management, and through annual reviews of the kiosk operation. Therefore, they are not reasons in and of themselves not to go ahead with the public tender.

Food Vans

The City also asked the community if food vans had a positive impact on the Park. 66% of respondents thought they did, with the following comments:

- The food vans add to the ambience of the Park;
- The variety and change of the food vans is enjoyed; and
- If electricity is supplied by the City, the food vans will not need to use generators making them a more attractive option.

18% of respondents thought that food vans had a negative impact on the park, providing the following comments:

- The generators used to power the vans are noisy, smelly and bad for the environment;
- There has been an increase in rubbish at the Park since the food vans started operating from the area;
- Issues around the environmental impact of the food vans on the Park;
- The food vans do not look good/detract from the appearance of the Park; and
- The number of food vans allowed to use the Park at the same time should be limited.

There remains strong public support for food vans operating in the Park. However, it is not clear what impact a kiosk would have on the food vans that are currently operating in the Park or vice versa.

The food van approved area at the Park (set out in the Mobile Food Vendor Policy) is located directly adjacent to the proposed kiosk location. It is recommended that the food vans be allowed to continue operating in the Park following the kiosk opening. A future investigation is required to determine whether the food vans and the kiosk work well together, or whether they conflict. This investigation should also consider connection to a power source, vehicular access, proximity to other infrastructure such as playgrounds and

other factors identified in the Mobile Food Vendor Policy. It is proposed the outcome of this investigation be reported to Council along with the results of the public tender.

There was overall support for the provision of fixed power to prevent the need for generators with 69% of the respondents in favour of this. A quote to supply power at the current food vendor location was obtained in September 2020, with a cost of \$13,145.00. Should the kiosk proceed, other locations would be considered for power installation or food vans could be moved to a location that has power such as near the stage. The City would also have to consider if and how costs could be charged to mobile food vendors.

Hyde Park Conservation Plan

The Hyde Park Conservation Plan (Conservation Plan) was completed by Kelsall Binet Architects with Irene Sauman (Historian) and John Viska (Horticulturist) in 2003. The following is noted at page 69 of the Conservation Plan:

The Town of Vincent's practice of not granting licences for vendors to operate in the park continues the long standing tradition of the City of Perth preventing the regular operation of kiosks or small businesses in the park.

The proposal for a commercial kiosk is not consistent with the above statement. However, as long as the successful tenderer operates in accordance with the policies listed below, there should be no adverse impact on the long term conservation of Hyde Park.

Section 8 of the Conservation Plan included a Conservation Policy ([at page 155](#)) with 74 policy positions. In considering the proposal to install a permanent kiosk in the storage shed at the Park, it is necessary to consider the relevant sections of the Conservation Policy.

Administration has summarised the key elements of the Conservation Policy as they relate to the kiosk proposal below:

Policy 8 – *New uses for landscapes and buildings at Hyde Park should be compatible with their original use to minimise the amount of adaptive change required and maintain the significance of the place.*

All new uses must retain the nature of the landscape, require no adaptation that will adversely affect the significant fabric and should continue to allow public access.

Policy 18 – *New work, such as the construction of new buildings or structures within the park, may be acceptable where they do not distort or obscure the cultural significance of the place, or detract from its interpretation and appreciation...New buildings or structures should be sympathetic to the significant landscape element on site by utilising appropriate siting, form, scale, colour and material.*

Policy 34 – *The narrow vistas through the mature trees and into Hyde Park from Vincent, William, Glendower and Throssell Streets, as well as those from the side streets that terminate at the park, should not be interrupted nor should they be allowed to become too open.*

Policy 45 – *Where essential new structures or buildings need to be constructed in the park they should be limited in size and scale and when possible they should be of a lightweight construction that could easily be removed when required with the least damage to significant fabric.*

Policy 63 – *The compaction of the ground around the root zones of significant trees must be regularly monitored and vehicle and pedestrian access controlled to prevent damaging the health and longevity of significant trees.*

Policy 74 – *Any new uses within Hyde Park must be compatible with the park, its planting and the current uses of the place for unstructured passive recreation. Compatibility will be determined by the significance of the areas and elements which will be affected and the amount of change required to suit the place to a new use.*

These policies will be included as part of the public tender and respondents will be required to satisfactorily address them in their response.

Works to convert shed to kiosk

To use the storage shed as a kiosk, upgrades would be required to bring it to a standard of either a 'warm kitchen' or a 'full commercial kitchen'. A full commercial kitchen can use fryers, stoves and hotplates to prepare any food; however, this comes with increased upfront costs, statutory approvals and higher requirements for exhausts and water waste. The warm and full commercial kitchen requirements and costs are outlined below:

Considerations	Warm Kitchen	Full Commercial Kitchen
Food examples	Coffee, baked goods, fresh food, sandwiches, other items brought in and reheated.	Any foods. Equipment: hot plate, gas stove, deep-fryer.
Exhaust	Nil.	Mechanical exhaust.
Water treatment	Nil.	Grease trap.
Additional utilities	Ceiling and lights, additional power points, floor sealed to food standard with vinyl or tile, walls to food standard with tile, roller-door hatch (serving window).	All requirements of a warm kitchen, plus water pump, grease trap, gas, increase power capacity to 20-32 amp.
Estimated upgrade cost	\$30,000-\$35,000	\$150,000
Heritage Approvals	Refer to DPLH for heritage considerations.	Regulation 10 or Section 18 approval under <i>Aboriginal Heritage Act 1972</i> . Refer to DPLH for heritage considerations.

As noted in the above table, the Park is a registered Aboriginal Heritage Site (Camp, Hunting Place, Meeting Place). Any works required to the area surrounding the shed, particularly anything that will require the ground to be broken, will require careful consideration of the requirements of the Aboriginal Heritage Act, consultation with the Traditional Owners and an appropriate consent or permit from the Department of Planning, Lands and Heritage.

Administration recommends that the kiosk be limited to warm kitchen facilities that do not require any external work to the storage shed or surrounding area of the Park. The cost of upgrades will be the responsibility of the successful respondent.

Public Tender

Based on community submissions and the City's investigations, Administration proposes that public tender submissions address the following:

- Proposed commercial lease terms including lease term, rent and rent reviews;
- Business case to support their business model/proposal;
- Estimated cost of the applicant installing a warm kitchen in the shed and proposed internal fit out and layout of the kiosk;
- How customer traffic/queuing will be managed by the kiosk operator to avoid any significant plantings and trees surrounding the kiosk;
- Plans of the proposed aesthetic elements/design of the kiosk to ensure that it fits within the Park's current aesthetic;
- Food/menu options (including a range of healthy foods) that will be available for purchase at the kiosk and how the applicant will comply with the City's Public Health Plan or (if a café/kiosk is not proposed) the service(s) or products proposed to be sold from the shed;
- Proposed price points for products sold at the kiosk;
- How rubbish and rubbish disposal will be managed by the kiosk (e.g. location of additional public bins, who will be responsible for emptying the bins and how the kiosk will arrange for its waste and rubbish to be collected);
- Proposed hours of operation for kiosk;
- Environmental and sustainable operation options (e.g. no plastics, bio-degradable utensils and cups, emphasis on re-usable coffee cups etc.); and
- A plan for managing the environmental impact of the kiosk on the Park in compliance with the Hyde Park Conservation Plan.

CONSULTATION/ADVERTISING:

Advertising of the public tender will be done over four weeks through:

- (a) Providing an email or letter to all food/catering businesses within 500 metres of the Park and all residents within 200 metres of the Park;
- (b) A sign or poster erected at the Park or on the storage shed;
- (c) Publication in a local newspaper;
- (d) Publication on the City's website and social media accounts; and
- (e) Publication in the City's e-newsletter.

LEGAL/POLICY:

Local Government Act 1995 – s 3.58(2)(b) Disposal of Property:

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

Local Government (Administration) Regulations 1996 – Reg 3A.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to invite public tenders to lease and operate a kiosk/small business from the storage shed at Hyde Park. The commercial risks associated with running a kiosk/café would be managed entirely by the operator. The City would not assume any responsibility for the commercial viability of the operation.

STRATEGIC IMPLICATIONS:

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

Connected Community

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

Thriving Places

We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not currently contribute to any environmental sustainability outcomes. If the proposal to install a kiosk proceeds, it may be possible to require contribution to certain sustainable objectives such as use of FOGO bins, plastic free utensils and a commitment to reusable options. This will largely depend on the submissions we receive, and has been included as a criterion for the tender.

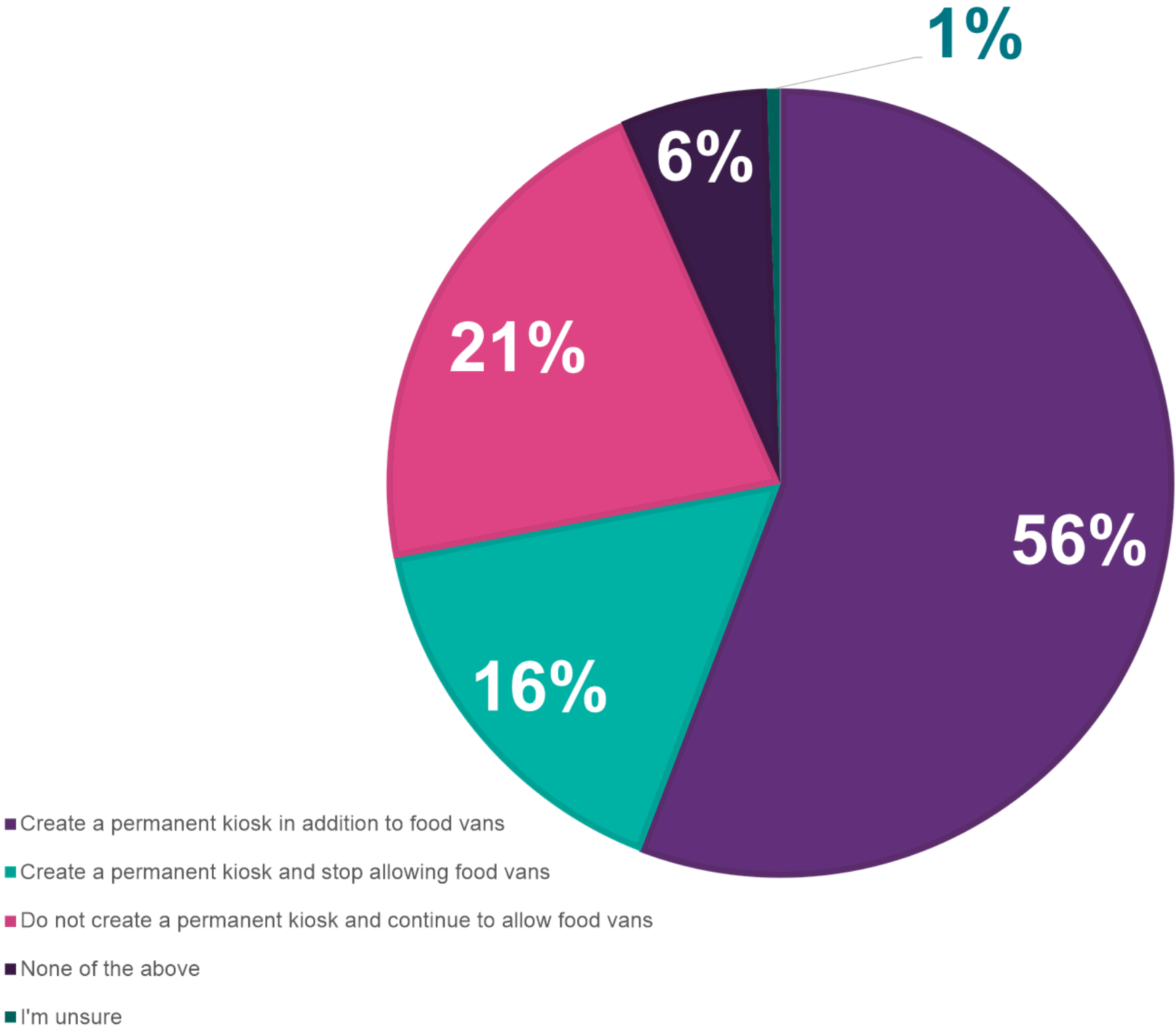
PUBLIC HEALTH IMPLICATIONS:

Submitters will need to address Public Health Plan outcomes in their tender submission. A criterion has been included in the proposed tender advertisement that will be assessed and reported to Council.

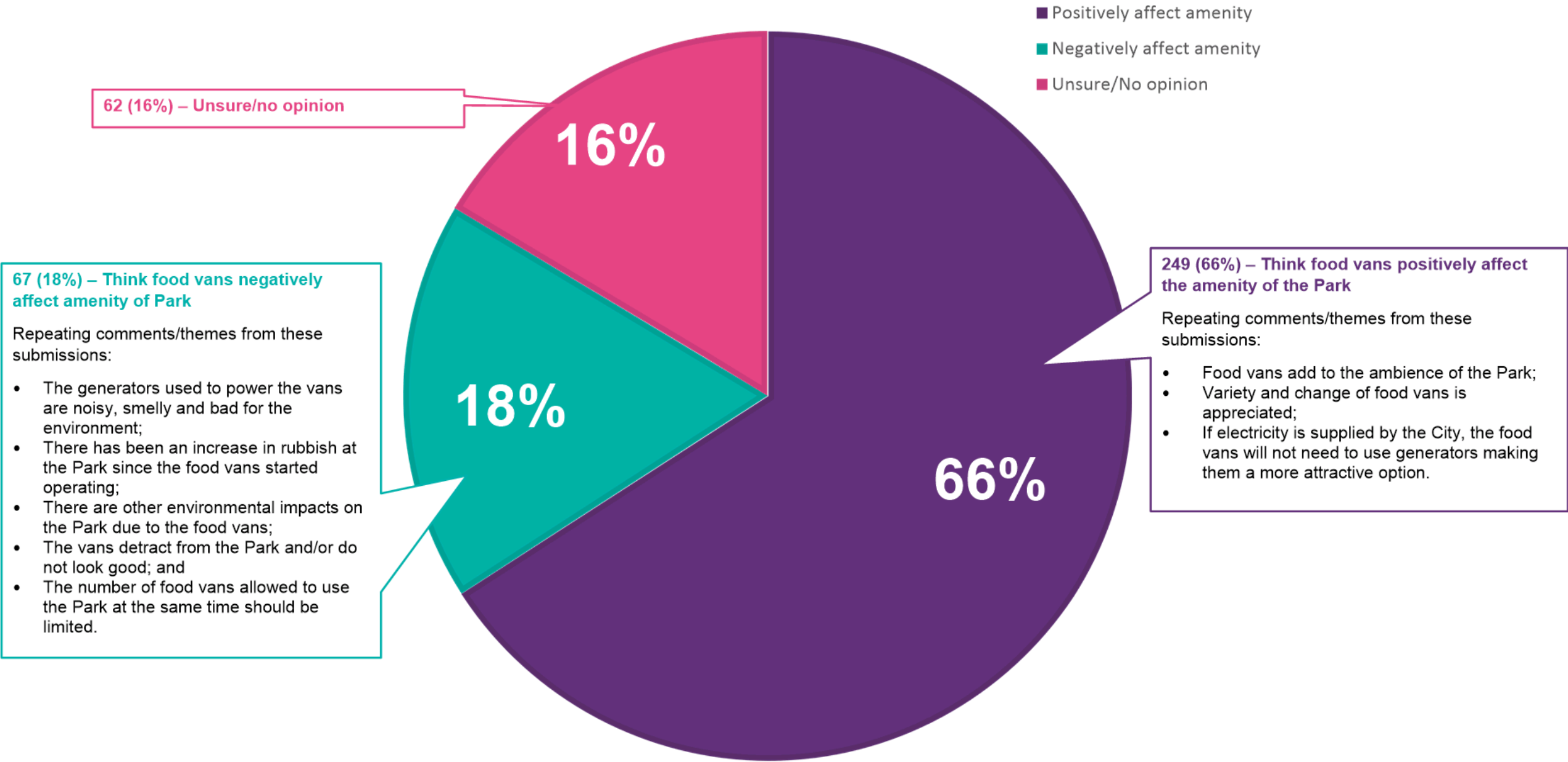
FINANCIAL/BUDGET IMPLICATIONS:

Based on surrounding commercial tenancy values, it is estimated that the lease income the City could receive from the commercial kiosk would be between \$30,000 and \$60,000. The public tender will request that the potential kiosk operators provide a proposed lease fee along with other lease terms.

Preferred Food and Beverage Option (378 responses)

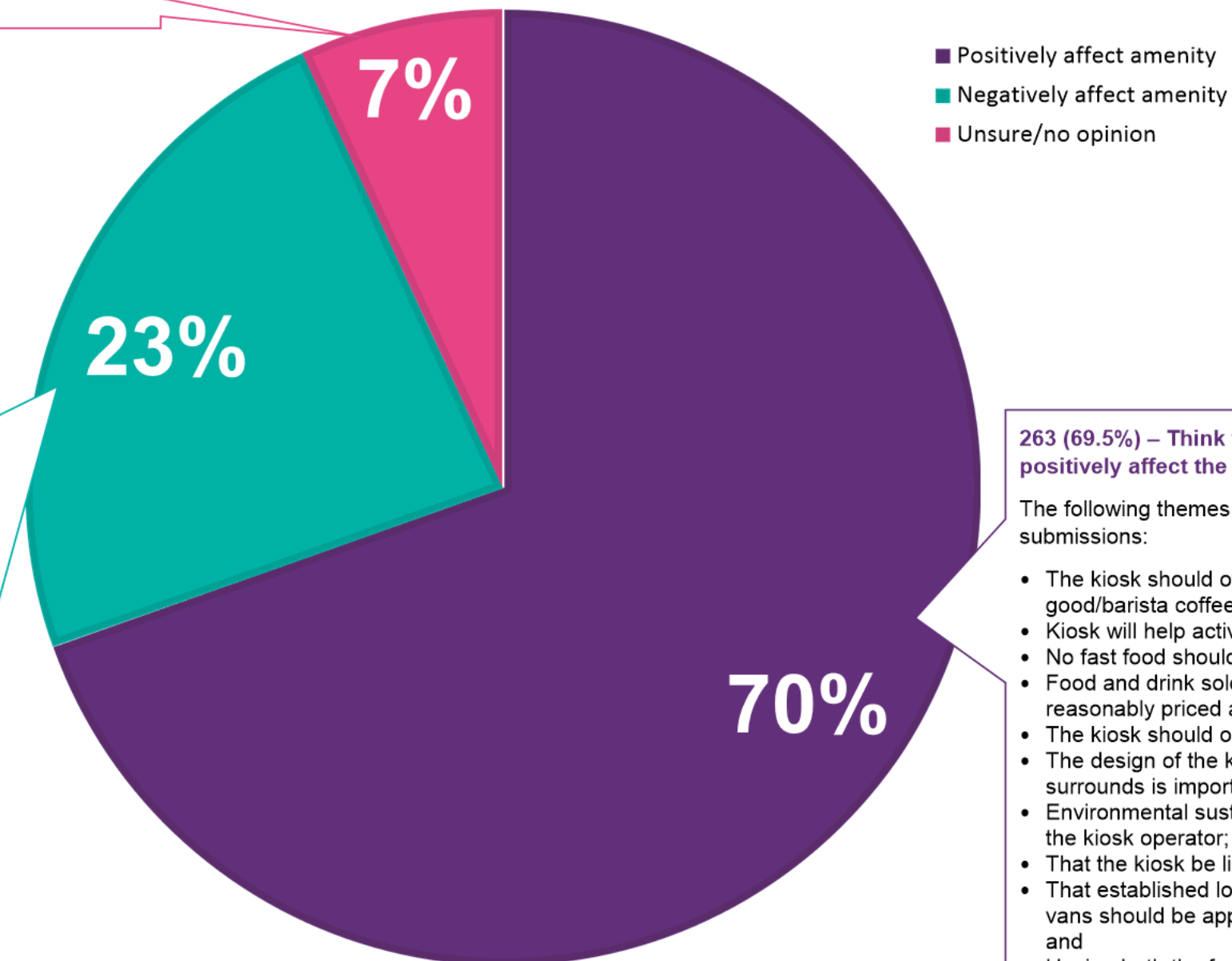


Perceived Amenity Impact of Food Vans (378 responses)



Perceived Amenity Impact of Kiosk (378 responses)

26 (7%) – Unsure/no opinion



89 (23.5%) – Think a permanent kiosk will negatively affect the amenity of the Park

The following themes were identified from the submissions:

- There are cafés and coffee shops in easy walking distance of the Park making a kiosk unnecessary;
- A kiosk could adversely affect local businesses/cafes/food vans in the area;
- The Park is of historic horticultural significance, increased commercial activities in the Park could have a negative environmental impact on the Park;
- A kiosk is likely to increase the rubbish and litter in the Park;
- Parking is in high demand in the area already, a kiosk will only exacerbate this;
- It will not be possible to ensure the quality of the food/beverages offered by the kiosk;
- Concern about the cost of the products offered by the kiosk being affordable;
- Concern about the economic rationale for spending the City's money to establish a kiosk when there are other cafes and shops within the area; and
- The food vans should be preferred as they are not permanent and can move out of the Park when not in high demand (unlike a permanent kiosk).

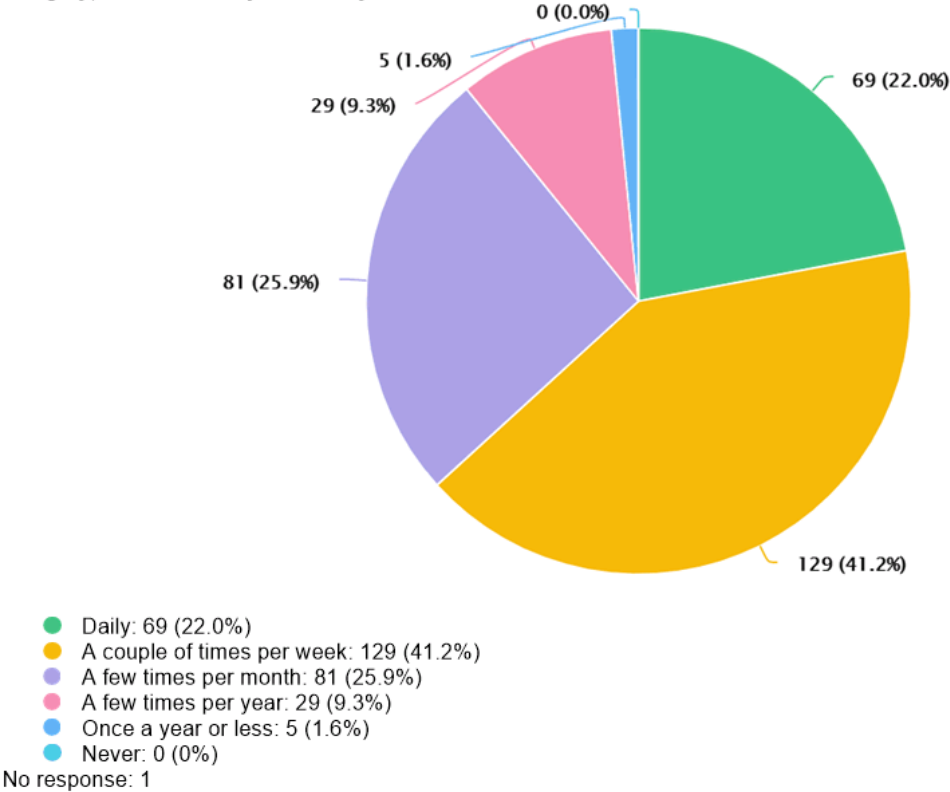
263 (69.5%) – Think that a permanent kiosk will positively affect the amenity of the Park

The following themes were identified from the submissions:

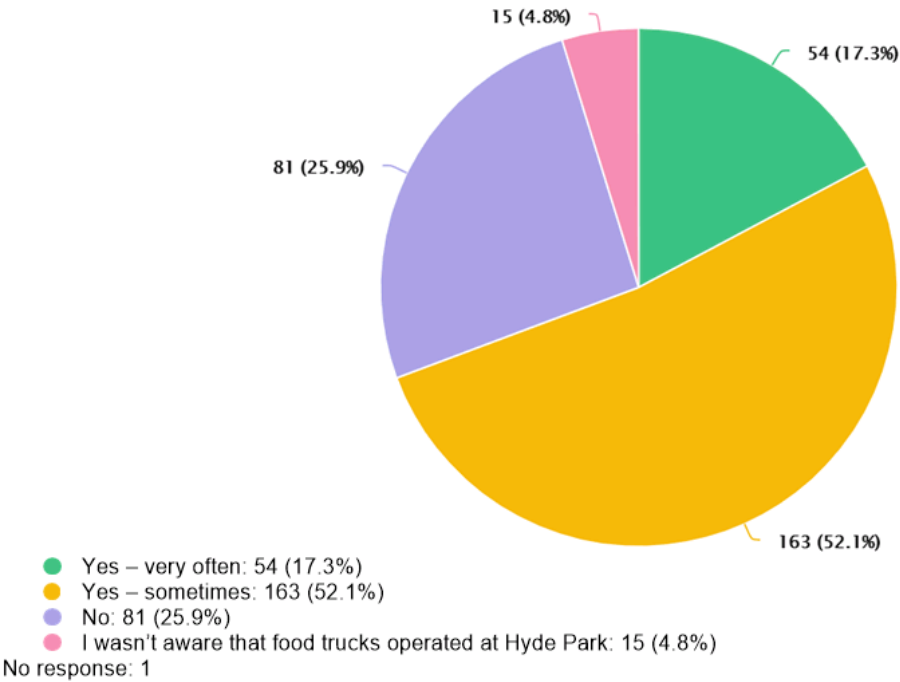
- The kiosk should offer a mix of healthy foods and good/barista coffee;
- Kiosk will help activate the Park;
- No fast food should be sold from the kiosk;
- Food and drink sold from the kiosk should be reasonably priced and accessible to all;
- The kiosk should operate for extended hours;
- The design of the kiosk and its impact on the Park surrounds is important and should be considered;
- Environmental sustainability should be a factor for the kiosk operator;
- That the kiosk be licensed to sell alcohol;
- That established local cafes/food businesses/food vans should be approached to operate the kiosk; and
- Having both the food vans and kiosk would encourage competition and variety.

Answers to additional EHQ questions – 314 respondents

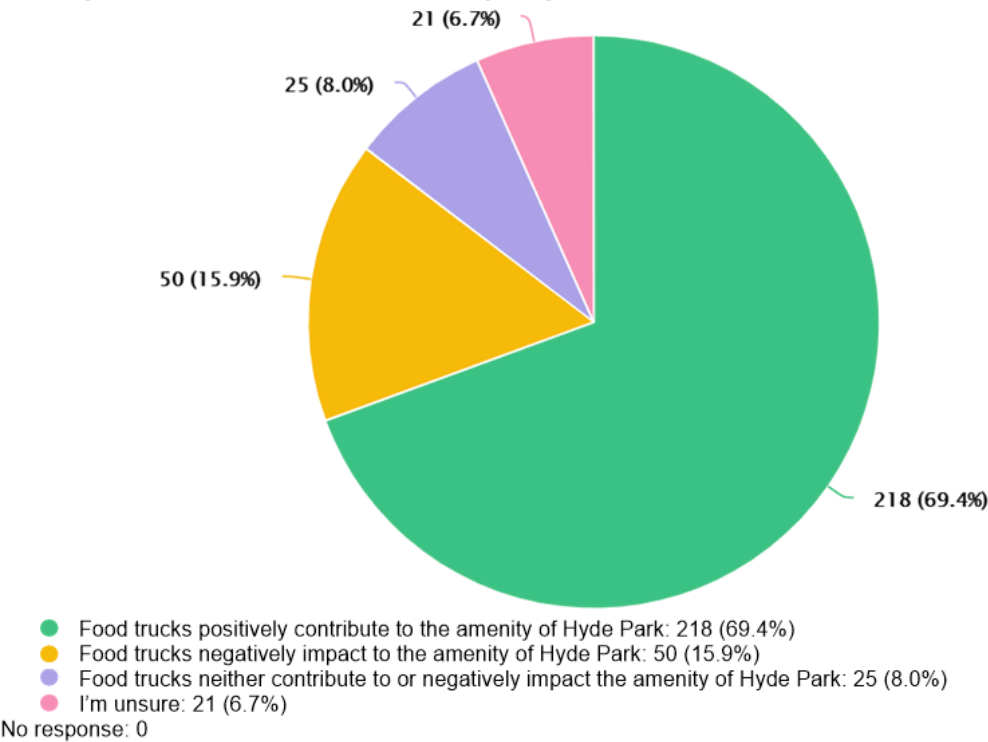
Roughly, how often do you visit Hyde Park?



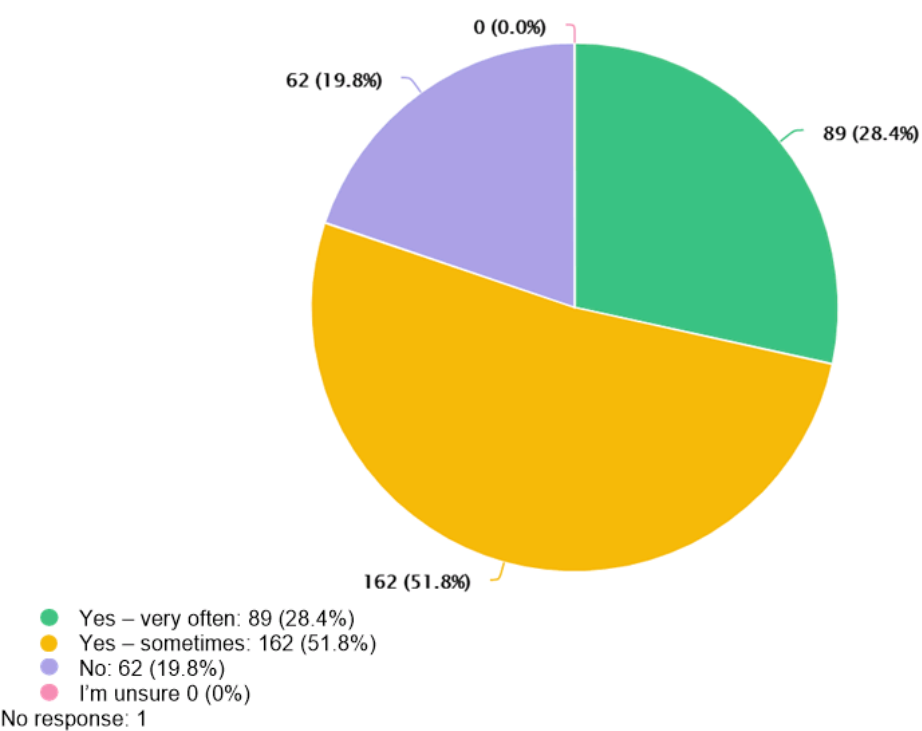
Do you use the food trucks that operate at Hyde Park?



How do you think food trucks affect the amenity of Hyde Park?

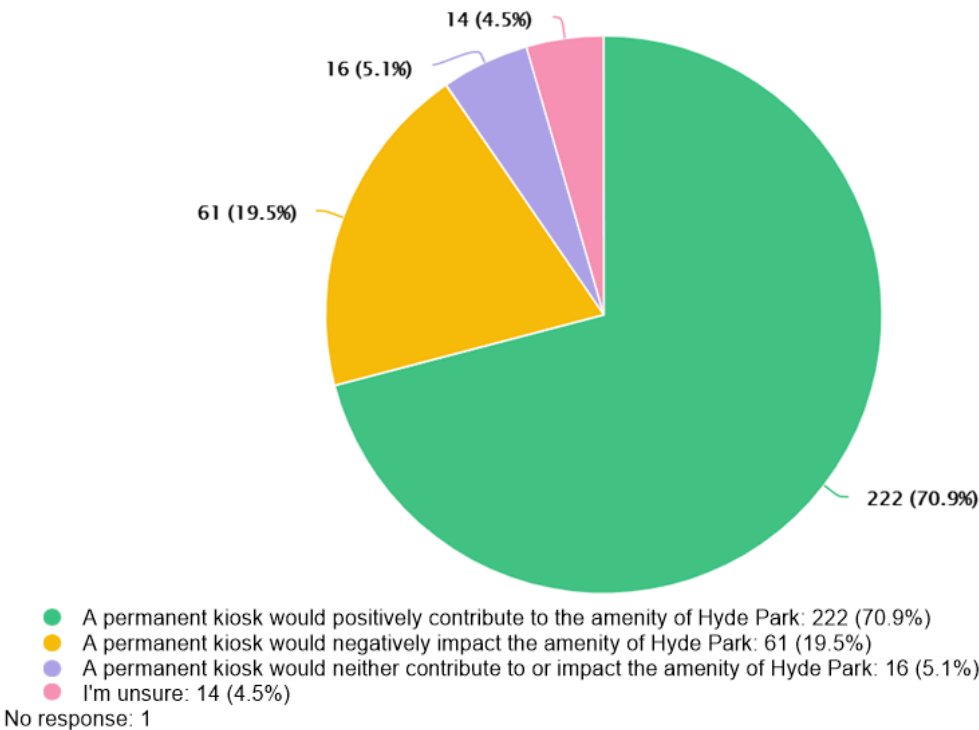


When visiting Hyde Park, do you use the nearby food businesses?

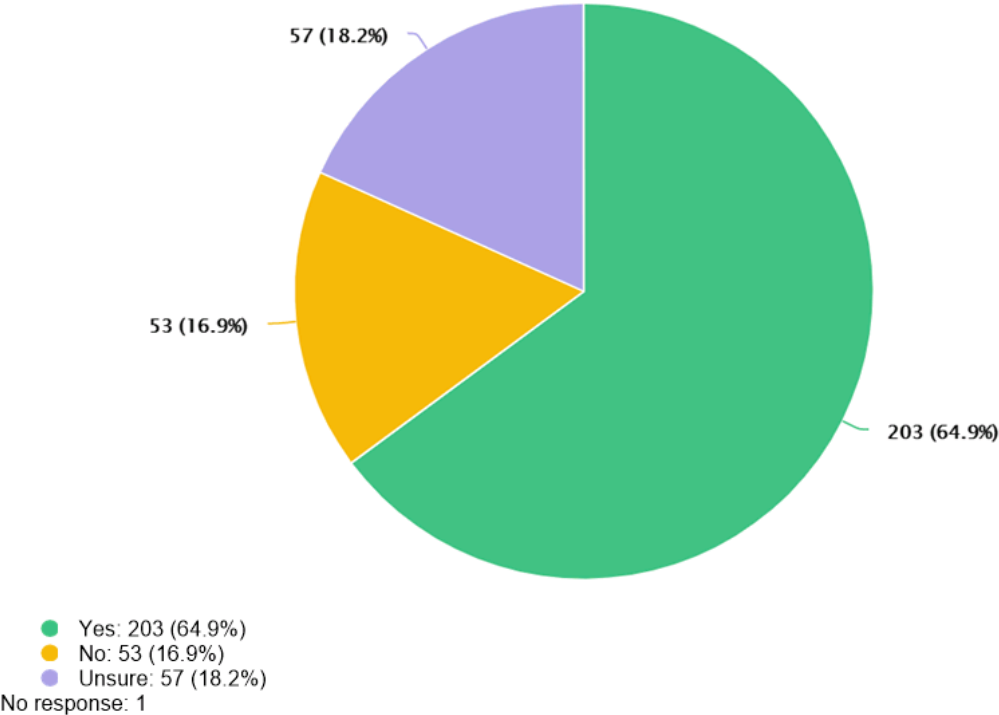


Answers to additional EHQ questions – 314 respondents

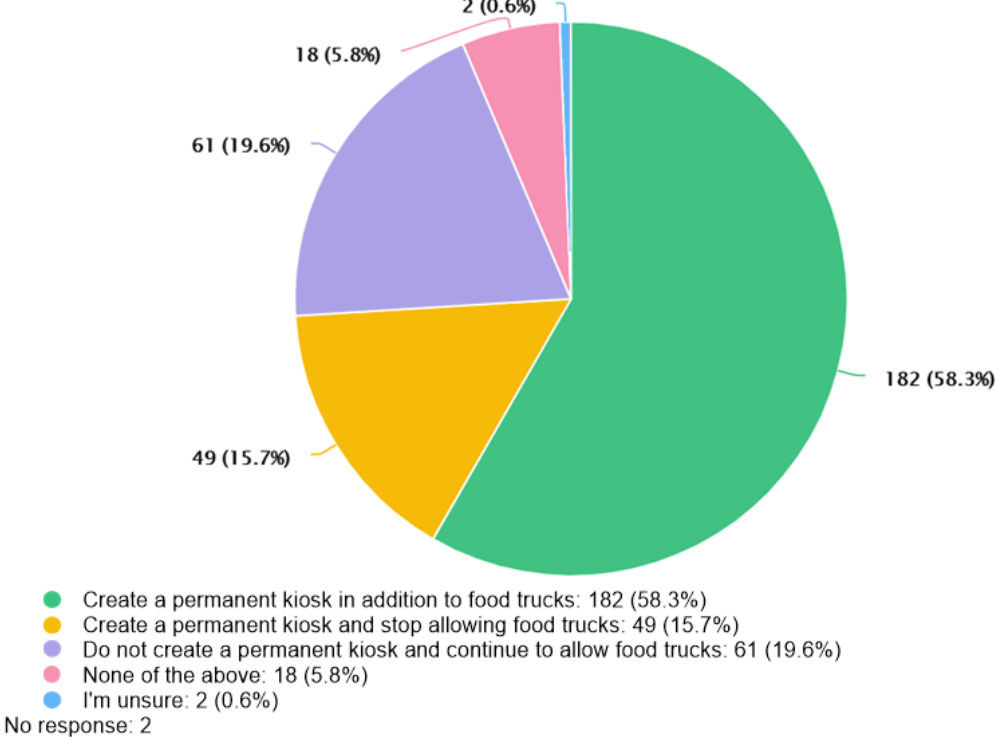
How do you think a permanent kiosk would affect the amenity of Hyde Park?



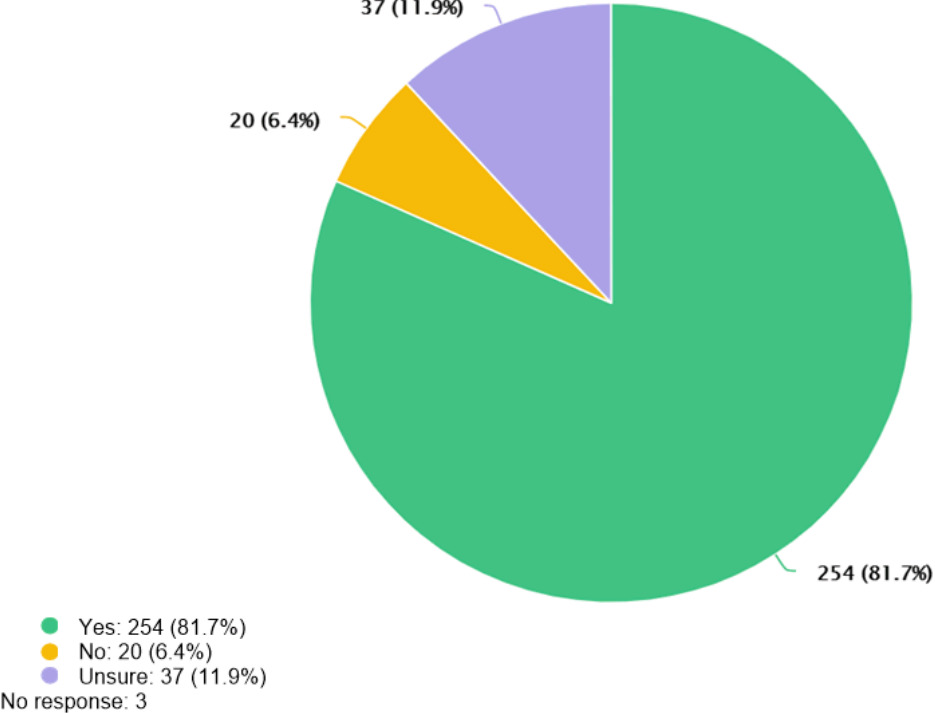
Do you think healthy food options should be provided by food trucks operating and Hyde Park?



What is your preferred food and beverage option for Hyde Park?

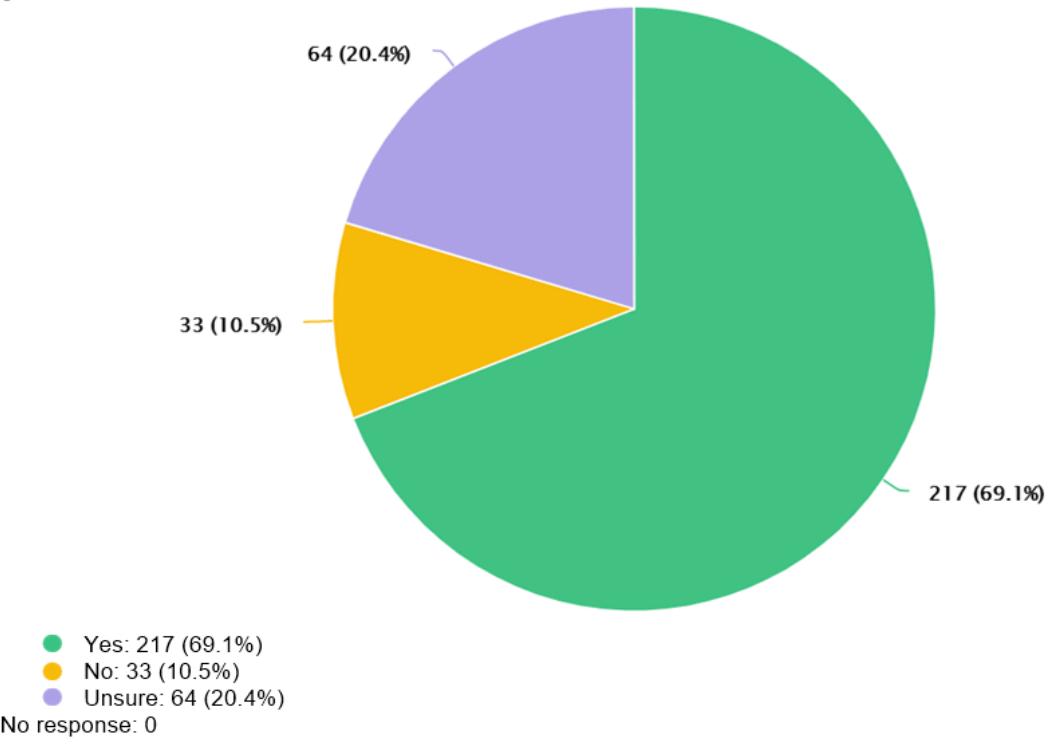


If the City decides to create a permanent kiosk, do you think healthy food options should be provided?

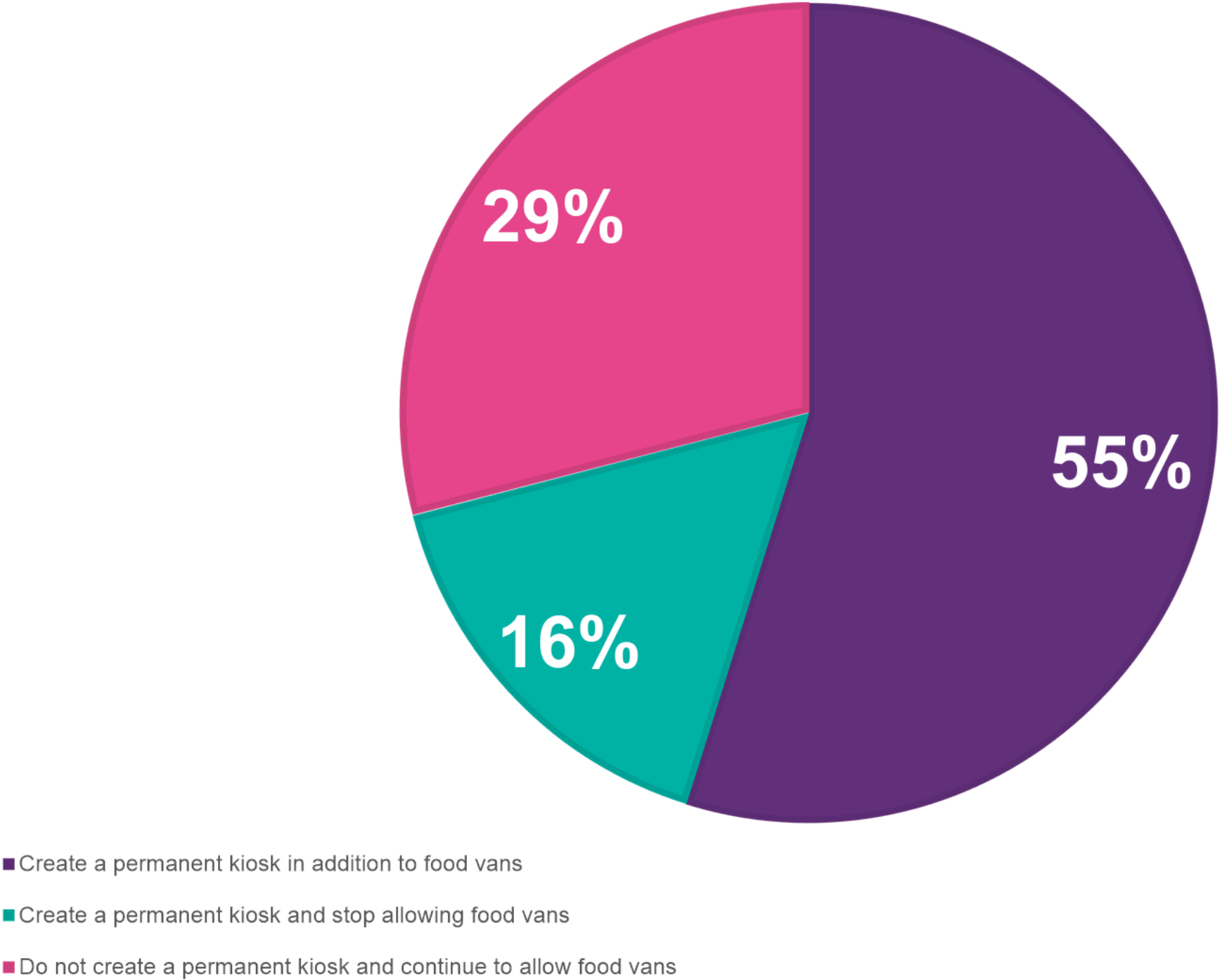


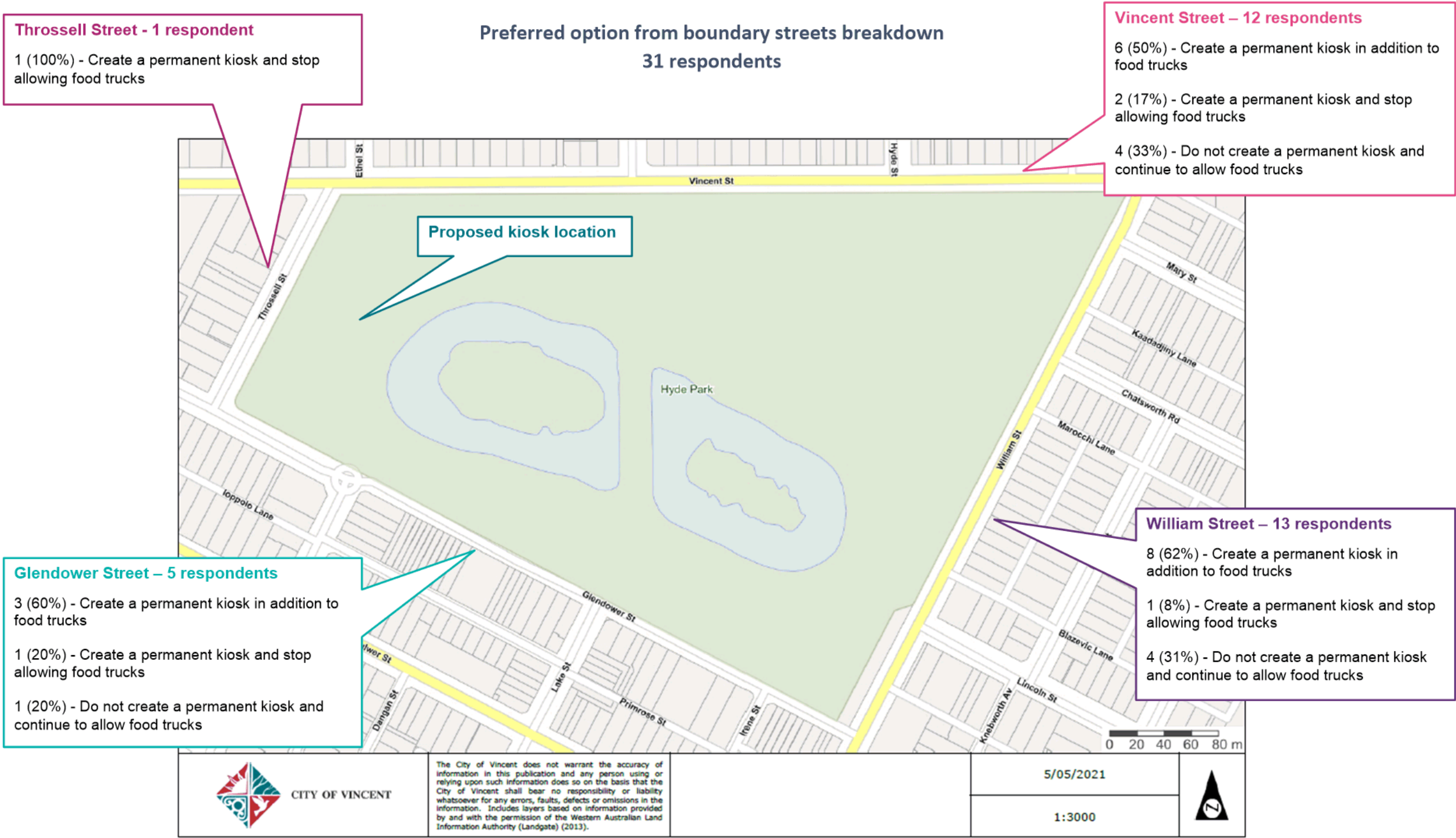
Answers to additional EHQ questions – 314 respondents

The City is considering banning the use of generators by food trucks in Hyde Park and providing them with an electricity connection. The cost of an electricity connection would be included in the fees charged to food trucks. If food trucks continue to operate in Hyde Park, do you think the City should ban the use of generators?



Preferred Food and Beverage Option
Hyde Park Boundary Streets (31 responses)





Identified Theme	Administration Comments
Kiosk should offer good quality coffee and/or healthy food options.	<p>Should the kiosk proposal proceed the operation would be subject to tender processes and advertising for expressions of interest. Administration proposes a number of factors for consideration as part of the EOI/tender submission. In regard to the <u>proposed business, products to be sold and general business operation</u>, these are suggested to include:</p> <ul style="list-style-type: none"> - proposed commercial lease terms including lease term, rent and rent reviews; - business case to support their business model/proposal; - estimated cost of the applicant installing a warm kitchen in the shed and proposed internal fit out and layout of the kiosk; - food/menu options (including a range of healthy foods) that will be available for purchase at the kiosk and how the applicant will comply with the City's Public Health Plan or (if a café/kiosk is not proposed) the service(s) or products proposed to be sold from the shed; - proposed price points for products sold at the kiosk; - proposed hours of operation for kiosk; among other things.
Suggestion about business/food for kiosk operation or alternative use for shed	
Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products	
Supports set or extended hours of operation for kiosk	
Supports healthy food options being available	<p>As part of the City's Public Health Plan (2020 – 2025), Healthy Eating has been identified as a priority health topic with a deliverable to 'increase healthy food and drink options at City venues, public open spaces, events, festivals and community activities.' Having healthy foods and drinks available in parks and promoting these as the best choices supports good health for adults and children in the community.</p> <p>Administration will be considering developing a policy or guidelines (based on recommendations in the Australian Dietary Guidelines) to help food and drink retail outlets and other food and drink providers in parks to offer and promote healthier foods and drinks to customers. The guidelines will be focused on offering customers a choice, while promoting healthier options and making these more available. The guidelines do not require any foods or drinks to be removed entirely. Rather, the guidelines encourage having a plentiful supply of healthier foods and drinks options for customers to choose from.</p>
Does not support requiring certain food/only healthy food options	
Suggests kiosk should be licensed to sell alcohol	<p>As part of the City's Public Health Plan (2020 – 2025), Alcohol has been identified as a priority health topic with a deliverable to 'support the implementation of alcohol and or smoke free environments.' Administration's preference is for alcohol free parks to further support good health for adults and children in the community and not expose children to alcohol consumption.</p>

Identified Theme	Administration Comments
Food van generators are loud/disruptive/bad for environment	A quote to supply power at the current food vendor location was obtained in September 2020, with a cost of \$13,145.00. Should this proceed, it is recommended to ensure the mobile food vendor trading zone is not moved within 5 years after the installation of power sources.
Supports providing electricity to food vans	Alternative locations within Hyde Park could be suitable for mobile food vendors which may also have power available at a similar proximity to the current trading zones. Administration recommends alternative locations are assessed and reported to Council for a decision with regard to factors such as cost to provide power, proximity to amenities, residences and other food businesses, vehicle and pedestrian access, suitability of the location and long-term location viability prior to a commitment to provide power at a specified trading location.
Kiosk design should take into account surrounding environment	Should the kiosk proposal proceed the operation would be subject to tender processes and advertising for expressions of interest. Administration proposes a number of factors for consideration as part of the EOI/tender submission. In regard to the <u>proposed design of the kiosk, the kiosk operation impact on the surrounding Park area and other environmental considerations</u> , these are suggested to include:
Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife	- how customer traffic/queuing will be managed by the kiosk operator to avoid any significant plantings and trees surrounding the kiosk; - plans of the proposed aesthetic elements/design of the kiosk to ensure that it fits within the Park's current aesthetic;
Kiosk will adversely affect Park environment	- how rubbish and rubbish disposal will be managed by the kiosk (e.g. location of additional public bins, who will be responsible for emptying the bins and how the kiosk will arrange for its waste and rubbish to be collected); - environmental and sustainable operation options (e.g. no plastics, bio-degradable utensils and cups, emphasis on re-usable coffee cups etc.); and - a plan for managing the environmental impact of the kiosk on the Park in compliance with the Hyde Park Conservation Plan.
Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)	The City supports initiatives to minimise waste, packaging and other single-use items. Should a kiosk proceed environmental sustainability would be factors of the design and operation, and these considerations would be assessed further at that time.

Identified Theme	Administration Comments
Food vans detract from Park/do not look good/add to litter	The current Mobile Food Vendor Policy prevents the use of single-use plastic aside from bottled drinks, and that all serving ware is certified as compostable to Australian Standards. Mobile food vendors provide waste and recycling bins as-per this Policy, and when FOGO arrangements are in place a third bin will be provided by vendors as well.
Parking in area will be affected/parking is already an issue	<p>Administration notes that parking around Hyde Park has been raised with the City previously. A report was presented to Council (at its Meeting of 27 April 2021) in regard to a proposed 12 month trial of new and amended parking restrictions around Hyde Park. Council resolved that public consultation in regard to proposed restrictions (as follows):</p> <ul style="list-style-type: none"> - Vincent Street, between Throssell and William Streets, both sides, 3P, 8.00am to 6.00pm Mon to Sun parking restrictions, in the currently unrestricted sections - Hyde Street, between Vincent Street and Chelmsford Road, both sides, 3P, 8.00am to 6.00pm Mon to Fri parking restrictions; - William Street, between Vincent and Glendower Streets, eastern side 3P, 9.00am to 6.00pm Mon to Sun, and the western side, 3P 8.00am to 4.15pm Mon to Fri and 8.00am to 6.00pm Sat and Sun parking restrictions in the unrestricted sections of William Street, allowing for the existing 'Clearway' Restrictions - Glendower Street, between William and Palmerston Streets, retain the existing 3P (At All Times) on the northern side (park side) and change the southern side from 3P (At All Times) to 1P (At All Times), <p>will occur in May/June with a report anticipated to be provided to Council by June 2021.</p>
Kiosk poor use of City funds	Should the kiosk proposal proceed the operation would be subject to tender processes and advertising for expressions of interest. It is not anticipated that the City will not incur significant expense for this project. In particular, it is proposed that the kiosk operator is responsible and bears the cost of installing a warm kitchen in the shed. The kiosk will also be subject to commercial lease terms (in accordance with the City's Property Management Framework guidelines).
Kiosk will adversely impact other cafes/businesses/food vans nearby	Administration notes the support for local food business owners (including the food vans) and their products. If the kiosk proposal proceeds, potential operators will be required to provide a business case as to the viability of a kiosk at the Park. As part of this business case it is anticipated that the applicants will consider other businesses in the area and whether they can effectively compete or differentiate themselves from those businesses. In

Identified Theme	Administration Comments
Kiosk unnecessary due to cafes etc. nearby	light of the patronage at the Park and the popularity of neighbouring businesses and food vans, Administration considers it more likely that a kiosk will create more demand, variety and healthy competition in the area rather than adversely affecting established businesses.
Impermanence/variety of food vans preferred	Noted
Kiosk will help activate park	
Kiosk along with food vans will encourage competition/variety	
Food vans add to the area/Park ambience	
Other	
No specific/additional comment	

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	We live nearby and love the idea of a permanent food kiosk at Hyde Park, and think this should be in addition to the food trucks that are already there. Having another option for a cup of coffee and breakfast in particular would be great. It may be tricky to coordinate, but I think it'd be really interesting to have a standard basic menu and a rotating/variable menu that local food vendors can cater for - perhaps changing each month. I can also imagine picnic platters/ hampers being a hit, with deposits paid on reusable platters and cutlery to avoid waste - local vendors like Grazing the Roof would probably love the opportunity.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I believe Islem ? the gentleman who operated the food caravan for many years should be consulted and given priority should this concept proceed further . He and his team made a massive contribution to the overall ambience of the park. Also the kiosk should be called the Holly Wood kiosk after the local celebrity who campaigned for many years seeking to have a permanent kiosk within the park.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I think a collective of locally sourced products would be great. It showcases what the local area has to offer in terms of cuisine and no one type of business benefits so to speak and spreads the love around for visitors to explore our neighbourhood	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	It would be a shame to see the food trucks go - the ice cream van is a different product to a cafe and the caravan owners have worked so hard to build their business. I guess, however, they could well become the cafe owner/rent/franchise. Oh, on that, I'd hate to imagine the cafe being a Dome or such like.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	A business like North Street Store would be perfect in Hyde Park offering coffee, snacks, treats and also take home dinners for busy professionals living in the area.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	Allowing the Shiraz icecream truck to take up permanent residence and expand into savoury food would be perfect.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I am not particularly concerned whether the food options are healthy but believe careful consideration should be given to the type of food sold at the kiosk. If food trucks are to continue then perhaps the kiosk could sell general foods and coffees while the trial supply interesting cuisines. If the trucks were to cease then the kiosk would be the sole provider and I would suggest a destination style cuisine could be cool. Definitely support the idea of banning generators and providing an electrical connection for food trucks.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	My family lives in close proximity to Hyde Park. We use the park a lot and are very grateful for such a wonderful park. We have young children who are often hungry and would like an ice cream. I have a husband who can't live without coffee. We currently support both vendors in Hyde Park and local businesses; and would continue to support both. Thank you for the opportunity to provide feedback.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	As well as food trucks, there are cafe's nearby that visitors to Hyde Park use, a kiosk should not sell products in competition with the cafe's, there should be no adverse economic impact on nearby small business. The food trucks add colour and a community fair atmosphere, I'd like more of those rather than a kiosk. food trucks should be free to sell whatever people want to buy- healthy or otherwise. Visitors can also always bring their own options.A business case should consider the risk of financial drain on the city.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I'm happy to pay the food trucks electricity connections with the Tax I pay to Council and make it a little bit easier for the Food Trucks. If we have an Ice Cream Van, it should be one that offers lactose and sugar free ice creams. It's really annoying to take the kids there when they are asking for 'not so good' Ice Cream when they see other kids eating it. Most of the mums I know get really angry too. We are trying so hard to feed kids well these days. Perhaps it's time to see other ice cream truck alternatives. There are lots of them.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I regularly bring my children to Hyde Park and have really missed the convenience of getting them a sandwich and myself a coffee from the What the Flip and other food vans. I know nearby business sell things, but even though they are close, it is difficult lining up and waiting with two little children. I hope the food trucks can return.	Suggestion about business/food for kiosk operation or alternative use for shed

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	If we go with a permanent kiosk my big concern would be the terms of the contract. I would want it to have a good range so that it can cater to all sorts of people, but no fast food like the cafe operating at Beatty Park. It would need to use minimal plastic so that there isn't a huge amount more rubbish collected. Community-oriented, mindful of the diversity. The icecream truck is fine apart from the noise and the amount of plastic they use. Mr Flippy is fantastic. And the fact that they are very friendly adds to our community. You only need to see the amount of people there to see his popularity.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	the operator of the kiosk should be a proven good food and beverage operator, due to the nature of being in the park they will get a lot of business regardless of the quality, and so it would be a shame to see an average or below average operator be there and be sustainable just because of the location and 'captive audience'. It should be 'awarded' to a proven good operator, and their contract should only be renewed if they are providing a good service that people are happy with e.g. good coffee and food options.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I wonder what the annual cost is for the City of Vincent to manage Hyde Park? It seems to me like its probably the second highest spender on the annual budget for the CoV after Beatty Park. With the CoV in its current financial state, every effort should be made to reduce spending in the first instance, and then investigate sustainable funding, management and governance models for these giant budget suckers. Although I am supportive of this café proposal, it seems to me Council is jumping to a solution rather than addressing an actual problem. It is likely only one café will ever be allowed in Hyde Park so it needs to be better thought through than just 'should it provide healthy options'? A third party NFP governance model should be investigated to transition the management and maintenance of the historic community asset across so Council could redirect that money into other important priorities. This body should then recommend solutions to Council. Not the other way around. This third party could should prepare a contemporary master / management plan that investigates how the park should be used, what the opportunity is for programmed activation and where there's income available from grants, events and/or creating permanent amenities on site. A café or restaurant, art gallery or aboriginal history centre in a refurbished existing building would be a nice touch (and has come up before). It's not privatising the park. At all. It's understanding how it might become self funded and managed while still meeting community expectation as very important public open space. Not sure if that's ever been done specifically for Hyde Park before. It is pretty much best practice for other significant reserves. While the Hyde Park vendors are currently serving a purpose, they should ultimately be phased out and the City should be investigating a permanent cafe within a converted existing building where the funds go towards the management and maintenance of the park. Nearby cooking school, Kingston College could use it as a live 'classroom' where it can train students and / or it could be used to find employment for disadvantaged youth. We need to think outside the box for the future sustainability and activation of the park while also engaging with our community. Also, it is not ideal that this survey ends on Good Friday. Best practice is for engagements to finish at the end of a weekend, regardless of whether its a holiday period or not. Is CoV staff reading and analysing these comments over the weekend? if not, keep it open until after the period when most people have free time and can answer these kinds of questions.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I love Hyde park and visit it very regularly with my boy to use the playgrounds and to walk and exercise. The food trucks are an absolute highlight and a memorable and important addition to the park. If the kiosk is established I'd love to see a high quality offering rather than prepackaged ice creams and packets of chips. Something beautiful.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	When it comes to providing these kinds of services I feel variety is key. Allowing multiple food and beverage outlets means something for everyone. Parents with diverse food choices find this especially important! If a friend is buying an ice cream from a truck, I need to be able to get my kid a healthy equivalent or there will be chaos!	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	Yes	I believe the food trucks are also a nice addition to the proposed kiosk as in busy times the wait on the trucks can be lengthy. It also provides good competition to provide better food and service. I also have a particular comment about recent visits where one was not there and the ice-cream truck was making coffee (very slowly) to the detriment of children waiting for a simple ice-cream. That wouldn't have happened if the usual coffee van was there. If giving them electricity is going to raise their costs prohibitively then keeping the use of generators really does not impact the feel of the park.	Kiosk along with food vans will encourage competition/variety

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	Live in front of the park. A very good idea to convert the unused storage shed to a kiosk. It should be in addition to the food trucks so that there is a bigger choice and the prices will remain competitive and reasonable.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	Hyde Park is great and the food trucks add liveliness and good food/coffee to the park. The additional Kiosk would be great to provide more variety as well. An electrical connection for the food truck would be great as the generators can be a little loud sometimes.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	Both work in COV and access regularly with staff and clients. Also use Hyde park socially with my pet and friend, the addition of a permanent base would be great as the portable kiosks are usually too busy and people walk past due to wait times. A variety of both would be great	Kiosk along with food vans will encourage competition/variety
Yes	Yes	I do love food trucks, although there doesn't seem to be much variety? The location of the food trucks also causes blockages to the pathway as people wait.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	I think the food trucks are pretty ugly, but I still think they should be allowed in competition to the kiosk to avoid being left with an unsatisfactory business that has the monopoly	Kiosk along with food vans will encourage competition/variety
Yes	Yes	Would like to see a combination of a kiosk and 1 food truck as long as they provide different products. Like the Shiraz ice cream van. It looks like a coffee and snack cafe could be a viable Business. Having the truck or van away from the water edge would be less obtrusive.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	I would like to see the mix of kiosk and food trucks, in order to keep a control over pricing & food variety. Electricity connection is good, but I think the town of Vincent should make sure that costs are kept reasonable to make sure you attract the trucks to take up the option of coming to the park.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	Hyde park is great. Creating more food options there can only be a positive for the area.	Kiosk along with food vans will encourage competition/variety
Yes	Yes	I don't think it is appropriate for the City to 'curate' the food that is offered and require it to be 'healthy' or of a particular type. This decision should be left to the operators as they know their market best. The City should consider allowing the kiosk to be licensed to serve alcohol for consumption in the immediate vicinity - if there is demand for it.	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	Allow kiosk to serve small serves of beer or wine. Give it a relaxed European alfresco feel.	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	A beer garden would be amazing, like in Germany. But this would require awkward fences and security so probably not worth it.	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	Please consider a licenced area at the kiosk, wine bar type, to provide the option of beer or wine at the location. It is a mature, responsible area that would be enhanced by the option to have a relaxing wine or beer in moderation.	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	Could they offer an alcohol license and seating so you can have a glass of wine	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	Even better would be to have a licensed outlet, selling interesting food, hot & cold non-alc bevs, along with alc bevs. I realise this introduces far greater complexities, but is the sort of mature community thing I think we should aim for. In any case, I would hope the provider selected to run the kiosk would be selected on quality and innovation, not just price, so we don't get another stock standard purveyor of the same crummy toasted sandwiches and salad rolls, mass made muffins and wraps etc that we see in mediocre kiosks elsewhere. Finally, I strongly feel the food trucks should be allowed to continue, since they have worked hard to forge a business and win goodwill there. Additionally, they would provide competition; handing the kiosk a monopoly market would surely be a strong disincentive for them to do anything but maximise profit by selling mundane crud at inflated prices.	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	If possible, would be nice to be able to get a glass of wine or even a pizza in the afternoons inside hydepark :)	Suggests kiosk should be licensed to sell alcohol
Yes	Yes	Ex COV resident and business manager - I think it shouldn't exclusively be healthy food as it could make it non competitive but a good range of healthier options is key. I think the site should tender every 12-24 months using the platform as a spring board for young operators. Positively contributing to the local economy and expanding the prospects of many young operators for many years.	Does not support requiring certain food/only healthy food options
Yes	Yes	Healthy options are, of course, a great idea - but I would not like to see a militantly vegan/healthy/sugar free sort of business take up residence in the park. Sometimes you just want a treat and it'd be great to have all options catered for.	Does not support requiring certain food/only healthy food options

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	Healthy options are not needed because this can be found anywhere else around the area, or can be made at home. The kiosk needs to be something different other than just your generic cafe. We definitely don't need another cafe as there are lots of good cafes nearby already. Something that we have never seen before would be a nice change - for example a variety of food on a stick (something so common in Asia, very light, can be consumed while strolling around Hyde Park) and obviously cold and hot beverages (but not coffee!). I feel like burgers, hot dogs, chips, cakes etc are boring.	Does not support requiring certain food/only healthy food options
Yes	Yes	Should be multiple permanent food outlets in Hyde Park. Healthy food is not the responsibility of local councils-stay in your lane	Does not support requiring certain food/only healthy food options
Yes	Yes	Unsure what exactly is meant by 'healthy food options' - vendors should be allowed to sell whatever food they think will bring the most custom! All food is healthy in moderation and as part of a healthy balanced diet 😊	Does not support requiring certain food/only healthy food options
Yes	Yes	The reason I said no to healthy food options is that people should make their own decisions and don't need to be dictated to.	Does not support requiring certain food/only healthy food options
Yes	Yes	I feel dictating healthy food options only removes the fun of visiting these places. The kids want ice cream, not a healthy alternative. I haven't got a problem with healthy options but keep it fun, this is about a special treat not replacing regular meals.	Does not support requiring certain food/only healthy food options
Yes	Yes	Support the idea of converting the shed into a kiosk based on the following: <ul style="list-style-type: none"> • No music is played outside of the hours of 8.30 am and 6 pm Monday to Friday, and that music levels are monitored by the city. • That the retail operator is strictly limited to selling coffee and bakery-style foods only. • That the kiosk does not operate to a scale similar to a restaurant. • That the side facing Throssell Street remains a black solid wall as existing. • Good quality locally sourced healthy food is served, and not unhealthy fast food and snacks • Plans are presented for comment with a clear indication showing how rubbish from the kiosk will be stored (assuming large bins will be required). Concern is introducing further large bins into the park. • That sensitive landscaping design be carried out where the existing park is being modified. The City should consider also the fact there are many vacant 'bricks and mortar' coffee shops nearby which are struggling to survive. Those that are still open for business are finding it hard to turn a profit. Concern in this instance is creating a kiosk could lead to a series of kiosk operators 'coming and going'. It's a positive way to activate the space but the reality is that coffee shops are a very challenging business to this day. Colourful little food truck and the chairs the guy used to put out next to the ponds created a nice feel. Similar to the parks in London. It gave Hyde Park a feeling of being a proper inner-city park. The food truck that's currently there is a bit outdated in its offering and visually does not add to the park scape and feel. Think the City should also consider looking into food trucks as opposed to building a cafe. Suggest 2 food trucks on the western edge (like previously) and maybe one on the far eastern side opposite Chu. This eastern edge is always busy and judging by the regular long queues at Chu, the introduction of a food truck around here might give park users a bit more choice.	Kiosk should offer good quality coffee and/or healthy food options.
Yes	Yes	I am a resident of Chatsworth Road and would like to comment on the proposed kiosk for Hyde Park. I think it would be a good idea to furnish the kiosk as a cafe but only if it sells coffee, tea, healthy drinks and quality food i.e. no fast food (Have a look at the food to be found at Secondeli in Inglewood). There could also be a place for vans on the outskirts of the park selling other snack food, but I do feel that Vincent should be promoting high quality goods.	Kiosk should offer good quality coffee and/or healthy food options.
Yes	Yes	I think a permanent kiosk would really add to the park but it needs to be more than just a tuck shop with chips and ice cream. We need nice coffee and good cafe style food options with a nice outdoor sitting area.	Kiosk should offer good quality coffee and/or healthy food options.
Yes	Yes	Local resident who visits Hyde Park regularly with young kids, vote is to transform the storage shed into a food and beverage kiosk. A small but quality, healthy (reasonably priced) menu is required. Essentials should include quality barista coffee, bottled water & juices, fresh smoothies, toasties, muffins, pre-made sandwiches/wraps and fruit. Believe the Shiraz ice cream van should continue to operate as it currently does, as this is always a big hit with the kids and it's important to continue supporting this small business. Kiosk should be open 7 days a week and especially all day on the weekends.	Kiosk should offer good quality coffee and/or healthy food options.
Yes	Yes	I think just a coffee and cake kiosk would be nice, no meals. And then the food trucks can cater for that.	Kiosk should offer good quality coffee and/or healthy food options.

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	I think Hyde Park is beautiful but it needs a permanent option for food and coffee. It should be good coffee though.	Kiosk should offer good quality coffee and/or healthy food options.
Yes	Yes	Keep the Food truck please. From a regular visitor.... We love this park, it has so much to offer. Yet without question a big part of every visit has been coffee and food from What the Flip. How this little Frenchman does it is beyond me, he reminds me of a magician's hat and they keep pulling objects out of it, rabbits bowling balls etc etc. A bit like his van, which serves just great everything. Recently I noticed it missing, and to be honest it's almost as dramatic as removing the lake. Sad to say WTFip needed a break. We want this crazy loveable Frenchman back, in fact as a permanent fixture would be best...Please give him a fixed site to the park, he adds the colour it needs and the flavours we all crave, making a visit all that extra special. What the Flip Permanent.	Food vans add to the area/Park ambience
Yes	Yes	I am a resident of Raglan Road, Mount Lawley, and am hugely proud of Hyde Park as a centre of our local community. I am a great advocate for its continued success and sustainability. I believe that a permanent kiosk at Hyde park would be of good service to the Hyde Park area and would service the community in a positive way, not just on the weekends, but during the week as well. I am, however, not in favour of replacing mobile food and beverage vendors at the park. I firmly believe, that food vans are a benefit to the area and serve the communities needs. I believe there is space for both and that the inclusion of both is in keeping with the community values of our area. I further believe that if there was exclusivity given to the kiosk lessee, that this would not be against community values and a sense of charm could be lost.	Food vans add to the area/Park ambience
Yes	Yes	Food trucks add extra character and a sense of fun to the park. I hope that with a new kiosk the impeccable cleanliness of Hyde Park will continue.	Food vans add to the area/Park ambience
Yes	Yes	Please please please keep the existing food trucks - it greatly adds to the atmosphere of Hyde Park and if you go to any major City across the world the parks have good atmospheres. There are plenty of other parks people can go to if seeing food trucks offends them.	Food vans add to the area/Park ambience
Yes	Yes	The food trucks provide flexibility and optionality. They also contribute to staying at the park longer without having to trek out with children to find food. They have a positive, exciting vibe and in are in no way detrimental to the park experience. I have often seen people cheer when a food truck arrives in the morning (finally, coffee is here!). There really isn't much by way of food and drink around Hyde Park and given it's such an amazing and expansive space the food trucks are an excellent option, whilst also providing jobs and income to the people running the trucks.	Food vans add to the area/Park ambience
Yes	Yes	Permanent kiosk in Hyde Park is a great idea. Love to see the brick shed turned into an architectural space for people to enjoy a sit-down sandwich and coffee (and more). It will complement the surrounding cafes and businesses (including the existing food trucks) and provide a welcome catering space to enjoy the park.	Kiosk design should take into account surrounding environment
Yes	Yes	We live directly across Vincent Street from Hyde Park at the relevant western end & have missed What The Flip's presence in the past months. I am glad to hear the toilet block is due for renovation (& liked what you did with the other end's ones). I think the kiosk is an excellent idea, and would encourage an unobtrusive design, although more adventurous elements can also work - a quick Google Search has revealed Bonython Kiosk, Sydney Park Kiosk, Tamarama Kiosk & Third Wave Kiosk.	Kiosk design should take into account surrounding environment
Yes	Yes	With respect to the draftsman, the 'conceptual' sketch of the kiosk is rubbish. Really, it looks bog standard boring/no budget. How about introducing something with just a bit more flair to the public - creative ideas done on a napkin from the Leederville cafe the PR dept went to for lunch to discuss this would elicit more... Seriously, Hyde Park (and its locals) has been crying for a decent, beautiful (to match the park) cafe for years/decades!!!! A kiosk sounds so mediocre. We have 2 good cafes/bakery nearby - and I hope this doesn't dramatically affect their bottom line - doubt it, particularly weekends - but nothing with the gorgeous park view unless you bring a picnic or carry-coffee. How about we take a cue from Melbourne, Sydney, international capitals, and come up with a great cafe which we can all relax and enjoy - especially with lots of (shaded) seating. Thank you	Kiosk design should take into account surrounding environment
Yes	Yes	I support converting the building to a permanent kiosk provided the exterior is also refreshed - currently very ugly. I live across the road from Hyde Park and see it every day :)	Kiosk design should take into account surrounding environment

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	Please be innovative and open minded in considering a kiosk. I recently visited Lisbon in Portugal (2019) and they had Rotundas in most of their parks with Cafe and small outdoor restaurants (next to playgrounds). These rotundas also served alcohol. These provided a great community focal point for adults and kids after work and school to meet. It also extended the opening times for the cafe/restaurant. It was a great and safe atmosphere. I have attached a couple of photos to illustrate. Please feel free to contact me if you require additional photos or info.	Kiosk design should take into account surrounding environment
Yes	Yes	I think a Hyde Park kiosk is a great idea. I think it will be even better if the food trucks there were mandated to use a quieter, non-polluting form of power (or maybe replace them with the kiosk entirely). Currently, when their diesel engines are running that part of the park is extremely loud (no nature sounds there/then) and you can taste the diesel fumes when close.	Food van generators are loud/disruptive/bad for environment
Yes	Yes	Banning generators is essential, currently they are a blight on the park. Kiosks need to keep regular hours if they expect regular customers.	Food van generators are loud/disruptive/bad for environment
Yes	Yes	Pull your fingers out. We have been waiting years for action, especially providing power to the food trucks so we are not poisoned by the fumes from the generators and the noise spoiling the park.	Food van generators are loud/disruptive/bad for environment
Yes	Yes	I think the biggest issue with the food truck are the generators and the noise they create. If a permanent kiosk is created maybe the food truck should be restricted to events and some weekend.	Food van generators are loud/disruptive/bad for environment
Yes	Yes	I love the food trucks (not the ice cream van) but I'm frustrated by the noise from generators and the queues across the footpath. If these two issues were minimised I'd be all for food trucks in addition to a permanent kiosk. The two major issues I have with a permanent kiosk is litter from single-use plastic and higher number of people at and around the playground and water areas, which is already often problematic and causes us to avoid the areas at certain times.	Food van generators are loud/disruptive/bad for environment
Yes	Yes	Some additional landscaping work would be needed to open up the north side of the building. Great upgrade regarding replacement of food truck generators! Nice one and I hope that gets up.	Supports providing electricity to food vans
Yes	Yes	I don't mind the food trucks but I feel that the generators detract from the peaceful environment. I support the provision of electricity instead.	Supports providing electricity to food vans
Yes	Yes	I do use the fantastic bakery on the corner of Lincoln St & William Street. I think they would continue to do good trade as people use them & generally sit closer to William Street. The food trucks' generators are very noisy so I am in favour of a direct electrical connection. The kiosk needs to be an attractive place to visit, having outdoor seating areas, possibly under shade and rain protection. One of my favourite places in the whole world is the tea rooms in Melbourne's Botanical Gardens. Their food offerings are much more extensive as they have full dining. However, you would gain much from at least checking out their menu plus that of our own Kings Park kiosk.	Supports providing electricity to food vans
Yes	Yes	Very good idea to provide the food trucks with power!!! I think it's crazy every time I pass them seeing and hearing those generators running.	Supports providing electricity to food vans
Yes	Yes	Permanent kiosk is a good idea and so is providing power for food trucks	Supports providing electricity to food vans
Yes	Yes	I support banning the use of generators but only if it's still viable for the food truck to operate. As in, the fees passed on to them aren't too high that they can't operate in the park anymore or they then need to raise their prices of the food they are selling to recoup the costs.	Supports providing electricity to food vans
Yes	Yes	Providing choice in the Park is important to encourage a diversity of visitors to keep coming back. New businesses tend to help existing businesses to work better and consider improvements. Many cafes in Vincent close at 3pm, just when people are leaving school and have time to go out for afternoon tea, therefore it never ceases to amaze me that this after-school market is ignored! Later closing times, or evening times would be great when many cafes are closed.	Supports set or extended hours of operation for kiosk
Yes	Yes	The current coffee caravan is good but unreliable and often is not there when we want a coffee/snack. We try to stay clear of the ice cream van otherwise our 2yo demands an ice cream at 9 in the morning. A kiosk that is guaranteed to be open would encourage us to visit more often.	Supports set or extended hours of operation for kiosk
Yes	Yes	I hope a kiosk will be enabled to operate for extended hours, enabling evening patronage	Supports set or extended hours of operation for kiosk

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	A kiosk that has set opening hours would be fantastic. While the food vans are there, you never know when they will or won't be there so can't rely on being able to get food/coffee there at the moment	Supports set or extended hours of operation for kiosk
Yes	Yes	This is a leadership opportunity for the City to demonstrate public health by tackling obesity through food provision, especially where the City will control the commercial leasing of the kiosk.	Supports healthy food options being available
Yes	Yes	It is ethically & morally responsible to include healthy food options - private health premiums are going up again & one of the reasons they give is because of an increase in the number of people with diseases & long term health problems.	Supports healthy food options being available
Yes	Yes	Town of Cambridge resident. Former city of Vincent. I think a kiosk is a great idea for additional options, particularly as during the week often the only food truck available is icecream and I would prefer a few healthier options/snacks if I'm there with our kids.	Supports healthy food options being available
Yes	Yes	Yes. Should have more of these and they should be in addition to the food trucks. The number of people that sit in the park after purchasing coffee and eat from CHU cnr William and Lincoln is great. Need to encourage more of this, not less.	Kiosk will help activate park
Yes	Yes	The kiosk is a strategy I feel which will encourage people to linger that bit longer in the park which will ultimately add to its vibrancy. It is also an opportunity to provide a meeting place for groups in a beautiful environment as an option to the surrounding, inner city cafe offering. I imagine most opposition to the proposal will come from those surrounding cafes as there is a direct threat to their livelihoods but I personally would prefer to sit amongst the trees overlooking the lakes than on a sidewalk.	Kiosk will help activate park
Yes	Yes	A kiosk would be a lovely addition to the park and encourage people to picnic and stay longer.	Kiosk will help activate park
Yes	Yes	I think the more activation of Hyde Park the better. Chu has lead to an increase in use of the park as have the food trucks, yoga etc. It has felt a lot safer over the last 10 years.	Kiosk will help activate park
Yes	Yes	We'd visit Hyde Park more often if there was a permanent kiosk and also think this is a good idea for Lake Monger and other large parkland areas. Please no single use plastic plates, cutlery or take-away coffee cups. We saw a great program down south called Green Caffeine, a swap and go for reusable coffee cups. It's an opportunity for the City of Vincent to show what best practice looks like and hopefully other local cafes will follow.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	Yes	I am concerned about the amount of waste generated by both food trucks and a permanent kiosk as food and drink items are 'takeaway'. I would like the kiosk to offer reusable cutlery and crockery as well as takeaway options. I would like to see the city implement waste reduction strategies as well as waste separation at the park (in line with the 3 bin system that will be implemented later this year)	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	Yes	I would be keen to see a vendor at the kiosk who operates with an environmentally friendly and low-impact approach. They should promote reusable coffee cups, minimally packaged or zero-waste items, and use biodegradable or recycled/recyclable single use packaging wherever possible.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	Yes	Love the idea of a kiosk. Kiosk should be eco friendly. Ideas for this: solar panels, no disposables being used (cups, containers, cutlery etc), selling reusable cups etc in case customers don't have them and local ingredients used where possible	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	Yes	Please ensure that any kiosk is of high quality with great food offerings and reasonable prices. A proven operator such as Mary st bakery or similar would add to the success and ambience in the park. Please also some semi- permanent cover and seating.	Kiosk pricing must be affordable/concern about kiosk being too expensive
Yes	Yes	I am in favour of a permanent kiosk along with food trucks. They bring people and vibrancy to the park and provide options rather than having to go to one place which may not have what you would like. I would ask that CoV helps to maintain affordable food and drink and not allow over charging. This may mean that costs / licenses to sell are fair and do not cause food and drink price inflation, but also please prevent the excessive profiteering that we see so frequently.	Kiosk pricing must be affordable/concern about kiosk being too expensive
Yes	Yes	Cheap accessible snacks and drink will be great to contrast against fancy cafes around.	Kiosk pricing must be affordable/concern about kiosk being too expensive
Yes	Yes	The quality of the kiosk and food truck operators is paramount.	Kiosk pricing must be affordable/concern about kiosk being too expensive

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	Yes	I would like to see reduced environmental impact from food trucks and kiosk. Removal of generators is a good idea, introducing more recycling bins and food waste bins would also be a good idea. The food trucks should be responsible for cleaning up any waste improperly discarded also.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
Yes	Yes	Please move the food trucks off the walking path and onto a separate area with more open space.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
Yes	Yes	Placement of food trucks close to footpath sometimes causes traffic issues when there are people waiting.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
Yes	Yes	If the proposed location for the cafe is being considered near the playground and food truck area - Please add more resident-only parking along Palmerson street. On weekends, this area is impossible to park as a resident due to the large number of visitors to the playground. This will only increase with a kiosk/cafe.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
Yes	Yes	Food trucks currently operating look a bit grubby and need to be checked for hygienic food handling regularly	Food vans detract from Park/do not look good/add to litter
Yes	Yes	Question 10 needs more information, how much would the connection add to the fees and charges for the operators? Would it impact the location they can set up in? Why does CoV want to ban generators? Noise, pollution?	Other
Yes	Yes	I'm all for environmental options but I worry a strong ban on generators will push out small business food trucks. The city of Vincent is not an elitist place and I'd hate to see it become one. Simply asking food trucks or kiosk owners to cover costs rather than unobtainable high rents will bring life and positive small businesses into Hyde Park- don't make this a profit venture.	Other
Yes	Yes	Don't create too much red tape for food truck operators	Other
Yes	Yes	The idea of a kiosk in Hyde Park has been discussed for many years and a permanent kiosk structure would be a welcomed addition to the park and its facilities. The kiosk should be based on research of other kiosks in similar situ in Perth (Beach, River & Park F&B outlets) as well as looking at other facilities in similar parks in other cities. Want to avoid the setup failure of the business, which would then need to look at food trucks within the vicinity and how they would operate in harmony with a brick & mortar F&B outlet. This would also need to be considered when the park is used for large events such as the Hyde Park Fair - does the operator get the rights to be involved with events - helping to achieve the best commercial success for the F&B venture. Fully support this venture in principle.	Other
Yes	Yes	Don't like the idea of the kiosk next to the toilets hope they build new ones	Other
Yes	Yes	Please save what the flip!	Other
Yes	Yes	don't ban food trucks	Other
Yes	Yes	The City of Vincent has done a wonderful job of rehabilitating and maintaining the lakes in Hyde Park, so that they appear to be in good condition throughout the year.	Other
Yes	Yes	I think the kiosk is a great idea, it will definitely be convenient	No specific/additional comment
Yes	Yes	Kiosks add to amenity and should be encouraged. They can coexist with food trucks and provide certainty when food trucks don't. It's a great idea.	No specific/additional comment
Yes	Yes	The City does a great job in maintaining the park. Thanks	No specific/additional comment
Yes	Yes	Would love to see a kiosk being set up at the recommended location. This would be an addition to the trucks currently operating within Hyde Park and would serve as an alternative fixed service when in winter trucks are not available	No specific/additional comment
Yes	Yes	Live near Hyde Park. Love it and would keep food trucks as priority but also wouldn't mind permanent kiosk	No specific/additional comment
Yes	Yes	The permanent kiosk is a wonderful idea and in addition to the kiosk food trucks also are a great addition.	No specific/additional comment
Yes	Yes	Good consultation. This is a timely and well considered development. Let's get on with it!	No specific/additional comment
Yes	Yes	A kiosk is a brilliant idea.	No specific/additional comment
Yes	Yes	A proper inner city park with a permanent kiosk is way over due. Would really live to see this happen.	No specific/additional comment
Yes	Yes	I think a kiosk in Hyde Park would be brilliant.	No specific/additional comment

[illegible]

[illegible]

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	?	You should aim to not have single-use packaging i.e plastics cups, disposable coffee cups, cutlery, containers, ice cream cups, no use of glad wrap for sandwiches, have food preparation clothes sent to TerraCycle for recycling. A zero-waste kiosk would be even better! You can get all kitchen scraps composted, use suppliers who have zero-waste packaging i.e You can get butter from a company called the Butter People in completely compostable packaging. You can also buy milk delivered in glass bottles that can be washed & reused. I know a bunch of suppliers I use personally to live my own zero-waste lifestyle, which I can definitely share. After all, healthy food is not wrapped in toxic substances like plastics. You should also enforce this on food trucks. Remember all the rubbish that overflows from the bins, litters the landscape and lake. We need to make our community plastic-free.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	?	I would like all food trucks and the kiosk to promote reusable servingware / cups and eliminate single use plastics.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	?	Suggestion is that the shed is converted to a cafe/ restaurant with outdoor seating. Fairy lights could be strung up to create ambience at night. Instead of leasing to 1 company only, it could be used as a pop up restaurant where chefs are able to rent it for a day, a week or a month to showcase what they do. This might appeal to chefs from either regional areas, high end restaurants or culinary schools. By making the lease short term, it brings variety, so people will be keenly watching what "event" will be next. By making it a place to come at night, it will promote use of the park at night and increase the safety of the park at night	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	?	The permanent kiosk could be used to show case already existing local cafes / coffee shops. Could have a rotation basis. If you have a permanent site you need to have a good vendor, so often in these situations the "tourist" location site has bad coffee and food but they survive as have frequent foot traffic. Hence if it was an existing local business or a rotation basis then can keep up quality.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	?	I'd also like to be contacted when commercial operator's offers are being considered. I believe as an operator of retail, rental and hospitality venues in Vincent for 30 years we are uniquely placed to operate the kiosk in the park. We'd hope to sell/rent various activity equipment, sell books, picnic rugs, offer free wrapping, ice etc. do picnic platters. I see the kiosk as something that could raise the appeal of the park, rather than just replace food trucks. I also live across the road from the park, and as such am well placed to provide an opinion on these options. I'm really excited by this idea and would love to be a part of it. I'd also like to suggest that since one set of toilets in the park is free access the other becomes a paid one, or at least locked and maybe the kiosk operator has the key? Specifically with showers, for those who would like to exercise in the park on the way to work.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	?	Would love to see more things available within the park. Most important thing is being able to blend into the space. I would like to see the current location of food trucks by the lake be moved to somewhere that doesn't impact the aesthetics of the lake. Further, I think other creative businesses could be opened up elsewhere in the park providing food, beverage and activities to share.	Suggestion about business/food for kiosk operation or alternative use for shed

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	?	Regarding the creation of a Kiosk in the disused storage room on the western side of the park. As a local resident and frequent user of the Hyde Park; in principal I am in favour of the Kiosk. There are however some concerns I have, none of which are insurmountable. Who will be responsible and paying for the renovation, surrounds and maintaining it all? Is it's the Councils role to develop commercial premises and then lease out? Has money been set aside within Councils budget for this? The building or portion thereof could be put to a public tender/expressions of interest whereby the successful applicant enters into a commercial lease for the building as is and undertakes the relevant approvals, legal costs, construction, fitout and future maintenance totally at their cost for a fixed term lease after which the building in its modified form, excluding fitout equipment, would revert to the Council. Is the number of mobile vans to be reduced? What effect will this have on surrounding similar businesses who have invested significant time and money in creating their business and have they been consulted? As a kiosk the menu should be limited to effectively a "café style" with no sit down meals. Additional seating and rubbish control would be required. Given that this would be a permanent structure within Hyde park does it require special planning approval, spot rezoning and is it likely to set a precedent at other parks? I trust the above comments are given due consideration and look forward to your response.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	?	Definitely ban the generators. Has any thought been given to relocating even one food truck (minus generators!) to the other end of the park? Chu Bakery currently has an absurd monopoly - but their set up with snaking lines and tiny indoor space, never mind the fact that they are located across a very busy street, is problematic for large segments of the population. *One* (quiet!) food truck at the Eastern end serving coffee and whichever snacks they find are profitable would Greatly increase the amenity of the park. The purists who are worried about how it will affect their forest-bathing experience can hang out in the middle of the huge park.	Food van generators are loud/disruptive/bad for environment
Yes	?	Generators are loud & when wind is in wrong direction exhaust fumes can be unpleasant. Definitely food trucks should be using mains electrical power and should have been doing this for a long time...	Food van generators are loud/disruptive/bad for environment
Yes	?	While I don't have a big issue with the food trucks, their use can sometimes negatively impact Hyde Park, especially with the generators and equipment which they run. A permanent kiosk is a much better solution. The food trucks are too close to the lake and as they have gradually expanded I feel they impact the natural environment, especially by general rubbish from the businesses. It's up to each business to choose the food they serve and I don't think there needs to be a mandate for healthy food, it should simply be preferred in a tender submission. Perhaps local City of Vincent operators can be given the first chance to tender for the kiosk use as well. Refurbishment of the kiosk should be in a contemporary style consistent with good urban design principles and should not seek to replicate heritage.	Food van generators are loud/disruptive/bad for environment
Yes	?	A permanent kiosk serving healthy food would be a great addition to Hyde Park. If generators are banned and power supply provided then food trucks should continue to be allowed for speciality food and drinks, e.g. coffee van, waffles, or gelato. Food trucks with generators should not be allowed as they disturb the area with noise pollution.	Food van generators are loud/disruptive/bad for environment
Yes	?	Love going to Hyde Park with my kids for family outings & also catching up with other families & friends. Its a shame there isn't any cafe there for us to use. It would definitely enhance the park for everyone. Just need to make sure that the food & drink selections are done well & not too overpriced.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
Yes	?	The kiosk is a great idea but care must be taken to choose a provider that not only offers good coffee and healthy food, but also has reasonable prices. Otherwise they may take advantage of the one opportunity that park visitors have to make use of the kiosk facilities.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
Yes	?	The City should not be setting the menu options. Any cafe etc needs to be unhindered and able to operate unhindered to ensure the operator remains adaptable to changing tastes and food choices to stay commercially viable.	Does not support requiring certain food/only healthy food options

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	?	I am a ex Vincent city resident of twenty years, sadly now across the border. However I am a business owner in Vincent (and have been over the last twenty years). Any kiosk operator or food truck first and only requirement should be that it operates an existing food/coffee/juice etc business in town of Vincent. Telling them what food to provide is nonsense. If they don't provide a good offer people will not use them. A concept could be to provide the kiosk as a pop up space for operators of businesses in Vincent. A standard kitchen/kiosk is established and then give existing operators a chance to show their offer at the park. This is working with your community and rate payers. Any other offer is subsidising businesses outside of Vincent. Obviously a standard rate for the rental of the site and equipment would need to be worked out and continued investment in best equipment.	Does not support requiring certain food/only healthy food options
Yes	?	Thank you for your invitation to make comment in regard to the Hyde Park kiosk proposed for the western end of Hyde Park near the water playground. My comments are as follows: The use of the portion of the structure for a kiosk is supported subject to the following: <ul style="list-style-type: none"> • The retention of the existing structure and form of the building- no expansion of the building. • Hours of operation not greater than 8am-5 pm weekdays and 10 am – 4 pm weekends. • All servicing (Including waste removal) and deliveries limited to 8 am – 5 pm on weekdays and 10 am – 4 pm weekends. • No service of alcohol. • No junk food to be sold. • All cleaning and rubbish/waste removal to be conducted during the hours of operation and not beyond those hours. • Detailed advice on the management of car parking which is particularly deficient during morning and afternoon peak periods of every day and all weekend periods. Parking for staff, visitors and service vehicles to be addressed in detail. • All design work to be undertaken by appropriately qualified heritage architects and landscape architects to ensure the heritage values and aesthetic qualities of the state registered Heritage Park are maintained and not damaged. • Retention of all existing vegetation. • No use of generators. • Design input should be received from either the city of Perth city architect, or the state government architect. • No murals to be painted on any buildings, furniture or pavement associated with the kiosk and the park environs. • No additional paving of areas to facilitate the kiosk and associated seating/tables. • All service vehicles to use paved pathways so as to protect lawn and garden areas. • No combustion engine blower machines or high-pressure water hoses to be used for cleaning purposes. • Compliance with the management/vesting orders associated with the reserve. In addition to the comments above, I submit I support the proposed repurposing of the storage area for a kiosk. It is appropriate and I am pleased to offer my conditional support. I appreciate the opportunity provided by the City to express my views. I re-affirm my presentation/question at the annual meeting of electors earlier this year, and I urge your consideration of the points raised and resolved at the meeting in relation to Hyde Park. The City should not consider this matter in isolation, and if it is to obtain an income from the use of the building and grounds, these funds should be reinvested into the planning and management of Hyde Park. Thank you for this opportunity, and I look forward to your ongoing updates.	Kiosk design should take into account surrounding environment
Yes	?	I live at 20 Vincent st and would love there to be a kiosk at Hyde park . The park is an environmental place that can be enjoyed by people so environment and kiosk are compatible for the area.	Kiosk design should take into account surrounding environment
Yes	?	Having a permanent kiosk within the park is a great addition to the amenities of the park. Food trucks are great but cuisine and choices varies and as a family with young kids having the element of knowing what is going to be available there with a kiosk is reassuring. Also having it on site is a lot more convenient, esp if you have kids in tow rather than packing up bags and then negotiating and crossing roads.	Kiosk will help activate park
Yes	?	It would be nice to see a kiosk replace standard coffee/ice cream food trucks but I'd love to see more adventurous food trucks with international and gourmet options come to add to the range of options in the park and complement/expand the kiosk offerings	Kiosk should offer good quality coffee and/or healthy food options.
Yes	?	Kiosk should be open daily including weekends till 4pm. Food truck should only be available on weekends perhaps from lunch time to early evening. Comfortable seating should be made provided for Kiosk customers to consume food and beverage bought.	Supports set or extended hours of operation for kiosk

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	?	Food trucks belong at festivals and road shows. For the amount of foot traffic Hyde Park attracts there needs to be more food options. Chu Bakery is a great little shop but the wait is too long because this is the only joint selling decent food and coffee.	Other
Yes	?	I've always wondered why there haven't been plans to construct boardwalks to each of the lake islands and have a cafe or seating area...is it an environmental/ecology issue affecting the birdlife?	Other
Yes	?	It is important that the food outlet is not noisy or intrusive on nearby residents and the area is maintained as clean and appealing	Other
Yes	?	Are the toilets going to be staying? We really need toilets near the playground!!! I think the kiosk would make a good addition. The toilet block is pretty nasty and dodgy looking	Other
Yes	?	I'm keen for a kiosk to be built. There's not many food options at Hyde park or affordable ones at least. It's such a beautiful and central location and I notice a lot of mums and kids like to hang out there. A kiosk would offer convenience and a better vibe at Hyde park	Other
Yes	?	We fully support the [kiosk]. This is an iconic park that should have available food and drink to relax and enjoy in the Park. This is a common provision (kiosk) with most major parks throughout the world, why not ours!	Other
Yes	?	In favour of a permanent kiosk in the park - it is obviously hugely popular, and especially since a large number of children use the space, a permanent kiosk would seem to be entirely appropriate. Don't feel qualified to suggest what should happen to the food trucks - although if the kiosk is set up well, it would hopefully obviate the need for anything else?	Other
Yes	?	Fully agree with Hyde Park kiosk proposal.	No additional comment
Yes	?	I think it's a marvelous idea to have a Kiosk in the Park	No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?		No additional comment
Yes	?	No thank you	No additional comment
Yes	No	I have lived in the City of Vincent for over 20 years and during this time I have seen many changes. One of the changes I have not liked has been the build up of man made features in the beautiful natural surroundings of Hyde Park. This park has been around for over 100 years and remains one of the most beautiful locations in Perth. Walking around the park listening to the wildlife and trees provides a wonderful sanctuary and place of quiet meditation from the bustling exterior. However, this sense of tranquility has been destroyed by the sound of loud generators from the food trucks on one side of this beautiful lake. The vegetation around the food trucks has now become barren and the wildlife do not come near the loud sounds. I now only walk around half of the lake to avoid having to walk past the loud noises of the food trucks (and I'm not alone in this with many of my walking companions wishing to do the same). While my main issue is the noise, the presence of the food trucks in general does not fit with the natural beauty and ambience of the park. I find the trucks to be intrusive and they command control over the pathway and area they are in, making it less inviting to walk or sit on that side of the park. Their presence has made a huge difference to how the park is enjoyed. I have no problem with occasional food trucks - for example Thursdays in summer like it used to be - but as a permanent fixture the negatives far outweigh the positives in having them in Hyde Park. In regard to the potential Hyde Park Kiosk I am strongly against it if the food trucks remain. However if we can finally get rid of the noisy food trucks from this lovely park then I would support a small kiosk which sells only healthy options (not junk food) to the community.	Food van generators are loud and disruptive

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	No	In favour of the existing brick shed being converted to a kiosk. The current food trucks need to run their generators continuously to power fridges and microwave ovens etc. which obviously causes noise. Therefore, would prefer that the kiosk replace the food trucks. Strict conditions would need to be applied to any lease negotiated for the kiosk regarding cleanliness, rubbish removal etc. Perhaps a bond could be payable at the issue of a lease so that the City would not be exposed to any financial loss in the event of the lessee not conforming to the conditions of the lease?	Food van generators are loud and disruptive
Yes	No	I think a kiosk is a good idea providing: 1. COV makes a profit from the lease. 2. It replaces the food trucks as their generators are noisy and smelly.	Food van generators are loud and disruptive
Yes	No	Great idea should go ahead not a fan of food vans, generators making noise. Live a few streets back from the park would love to see something stylish simple that's not a chain. A local with vision and skills. Would be great to have a seating area as well not just a counter.	Food van generators are loud and disruptive
Yes	No	I am a regular user of Hyde Park and I welcome the proposal to have a kiosk in the park as it will particularly add to the attractiveness of the park for families and seniors. There is clearly a desire for food and drink purchase in the park as the current trucks are busy, and add an interesting and colourful social vibe to that area of the park. I would prefer to see a kiosk rather than the food trucks, as the generators used by the trucks are noisy and people queuing can cause congestion on the pathway. I would prefer that the kiosk sell tea, coffee, cool drinks, snacks, ice cream, etc. but not alcohol, and not food stuffs requiring a lot of packaging, leading to more chance of blown rubbish.	Food van generators are loud and disruptive
Yes	No	In favour of the permanent kiosk in Hyde park. We are not so keen on the food vans as the hygiene is questionable from what we have seen and block access most times	Food van generators are loud and disruptive
Yes	No	Diesel pollution is a problem with the food trucks and unhealthy for visitors and wildlife. As for food options take a look at how popular Chu bakery is and adopt a similar style outlet	Food van generators are loud and disruptive
Yes	No	Having a permanent base for healthy food for families to access, plus a kiosk cafe for a range of drinks is ideal in the location. Generators running in Hyde Park for food trucks is totally unnecessary. Having as few vehicles as possible in Hyde Park should be the council's focus.	Food van generators are loud and disruptive
Yes	No	This is a great idea, I proposed it myself to the City over a year ago, I would like to be kept informed of this development and invited to the commercial tender process should it go ahead. Food trucks detract from the natural landscape and serenity with their generators. They could be limited to the park boundaries and not occupy prime space as currently occurs.	Food van generators are loud and disruptive
Yes	No	It's basically the generators that motivated me to do this survey. If you supply electricity then it doesn't matter if it's via food truck or kiosk	Food van generators are loud and disruptive
Yes	No	The only reasons I do not like food trucks are the generators. Maximum of two on site. Re Kiosk design. I think the shutter/serving area is too close to the Disability Toilet entrance.	Food van generators are loud and disruptive
Yes	No	I think it is a great idea. I am just worried about littering. In principle, I am not against food trucks but the generators are a nuisance and often times they infringe on pathways either directly or indirectly. If this could be solved I wouldn't have an issue with retaining trucks as well.	Food van generators are loud and disruptive
Yes	No	Good idea. The existing food trucks have had their time as they don't add much ambience to a lovely park.	Food vans detract from Park/do not look good/add to litter
Yes	No	Currently the use of generators by the food trucks in my opinion is not in keeping with the peaceful atmosphere at the park. The type of food that has been available in recent times is not of quality standards. The visual look of the food trucks is untidy and not in keeping with the park. There is often rubbish around the food truck area and the lake at that end of the park looks worn out and needs to be better managed. I am hopeful that the managers of a permanent kiosk would take more pride in the area that surrounds the building and offer a picnic style of takeaway food.	Food vans detract from Park/do not look good/add to litter
Yes	No	The current main food truck is poorly maintained, food and beverage options of low quality and they don't look after their area, leaving rubbish after they vacate. Food trucks should offer a diverse range of options, preferably cuisines not typically available in or around Hyde Park	Food vans detract from Park/do not look good/add to litter

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	No	I would like to see a permanent larger cafe/restaurant built in the park that could cater for a wider range of foods and take away the need for food trucks which I think are unsightly, noisy and obstruct the paths where they park and subsequently have people queuing. Ice cream, cakes, toasted sandwiches etc. that they are currently selling could be sold at a new cafe/restaurant.	Food vans detract from Park/do not look good/add to litter
Yes	No	The use of disposable cups & containers by people using Hyde park is concerning. It's a huge amount of waste but every Saturday morning 70% of people have a disposable coffee as they walk around the lakes. If a kiosk is to open there, I think it's important that it avoid single use containers and cups and offer ceramic cups/plates for people to sit down in the area near the kiosk.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	No	I lived on Mary Street for 5 years and would walk through Hyde Park on my way to work everyday during that time. I've since moved, but Hyde Park is a very special place for me. Please implement a plastic-free policy for any new kiosk operator, the volume of litter in the lakes is disgusting and the current food truck operators are irresponsible and rude. It needs to be regulated from the get-go, its a lot harder for an operator to change their ways down the track. If you need any assistance in developing policies of this nature please get in touch with our team at plasticfreeplaces.org. we work with councils, state governments and the federal government on plastics policies, elimination programs and assist food retailers. Our recent trial program with the Town of Vic Park was a massive success, its easy if you get in early. Don't let this opportunity go to waste.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	No	Recommend ensuring that any food options provided in the kiosk minimise the use of plastic wrapping that could be discarded improperly and end up in the lakes, endangering wildlife. I'd also recommend that the landscaping adjacent to the kiosk be upgraded to include paving, tables and chairs, shade from a pergola or umbrellas, with appropriate nearby planting, to make the amenity as attractive and welcoming as possible.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	No	New kiosk must consider the environment and sustainability. Please involve a company like WA Plastic Free to help. Please encourage keep cups and own cutlery. No single use plastics. Have a coffee cup recycling point.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
Yes	No	I would like to support the above-mentioned idea as I live locally and find that there are no affordable places around to have a coffee and food at Hyde Park or nearby. The closest is Chu Bakery which is overpriced and only accessible to a certain class of people who can afford to go there. Moreover, the whole of Lincoln Street parking is taken up by their customers which makes it a nightmare for residents living around it. It would be great if the new kiosk you propose is run by Council or a co-shared operation and provides ethically/sustainably sourced coffee and other foods at a reasonable price like found in the East coast or Europe. The business model should allow people of all backgrounds despite their economic situation to access the food and drinks, like \$3.50 for a cappuccino or 3 for black coffee. It should also serve healthy foods (hot and cold) that are affordable rather than sweet cream buns like the Chu bakery. The food trucks that service the park are way too pricey for the average person and should be removed from the park. It shouldn't be just like any other cafe found in Perth but Council needs to think of novel and innovative approaches to provide sustainable food/beverage services that are affordable and accessible to all members of society irrespective of their financial background. Perhaps it would be good for Council to work with a charity such as the Salvos or an university/Tafe to come up with a new business model that will attract customers to the kiosk given its social and ethical values. Customers should feel good about spending their money at the kiosk. It should provide a model for other businesses particularly post-pandemic.	Kiosk pricing must be affordable/concern about kiosk being too expensive
Yes	No	I live on Throssell St and am directly opposite from the food trucks. While they can contribute to good amenity, there needs to be greater oversight- ie better visual amenity with unhealthy icecream trucks not offering icecream at 9 am. If a kiosk goes ahead, it must provide visual amenity, a variety of decent food options and be affordable. Ie I most kiosks at parks are expensive and awful. It should be run by a quality local business with great Vincent character.	Kiosk pricing must be affordable/concern about kiosk being too expensive

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
Yes	No	Would love to see a permanent kiosk at Hyde Park. Do not like to see the two drab caravans setting up each day and find their presence spoils the aesthetics of the heritage park. Hopefully the shed is redesigned with a heritage flavour so that it blends with the Federation garden. Perhaps it could sell a small limited menu of coffee, teas, soft drinks and ice creams along with a few gourmet wholesome food items. It would be lovely to have a feature food eg special doughnut or cake that would befit the City of Vincent and its eclectic constituents and that people from afar would also desire.	Kiosk should offer good quality coffee and healthy food options.
Yes	No	providing a permanent kiosk would offer patrons of Hyde Park accessibility to refreshments at regular hours and hopefully, all year round	Supports set or extended hours of operation for kiosk
Yes	No	Given that the shed is near the water playground, where loads of little kids play, I think healthy food options is a must. What about leasing the kiosk to a not for profit, local community based organisation.	Supports healthy food options being available
Yes	No	I would like to see a kiosk permanently sited in Hyde Park, but better still would be a high quality cafe/bakery type operator, designed to compliment the park rather than just a 'roller shutter' type establishment added onto the existing toilets. A design competition or the like would be a good start. An indoor and outdoor seating area would be beneficial to the amenity of the park and a good attraction for the area. Just retro fixing the toilets is not the best solution. Think big and think long term! Look at beautiful but discrete restaurant at St James Park in London or the like. Showcase the park. https://www.royalparks.org.uk/parks/st-jamess-park/food-and-drink/st-jamess-park-cafe	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	No	I support the motion to have a permanent food stall at hyde park as it will increase the food options for residents. A food stall with multicultural cuisine would be appreciated.	Suggestion about business/food for kiosk operation or alternative use for shed
Yes	No	We should keep the French Crepe food truck and give them electricity so they won't need to use the noisy generator. That's the only food truck that complements the park- the others are simply junk food and ice cream. Keep it simple and beautiful. Just have the one stall	Other
Yes	No	Please consider the impact on nearby struggling small business.	Other
Yes	No	Food trucks are a bit of a recent fad which are horrendously overpriced and provide underwhelming portions of usually, admittedly tasty food. Food trucks should be utilised by the City of Vincent only at special events such as the Hyde Park Fair, to provide some optionality for residents who are willing to pay a little more for the sense of occasion.	Other
Yes	No	I strongly support the council's move to establish a kiosk. There will be a much lower visual and environmental impact.	Other
Yes	No	Support the plan to restore a building in Hyde Park to provide food and beverages. Prefer to see this as an alternative to the current food trucks who often charge very inflated prices.	Other
Yes	No	As a resident of Glendower St, I support a permanent kiosk set up in the existing brick shed. I would not support a new building or kiosk being constructed but as shed already exists, good to see it being transformed into something positive. I support this kiosk as an alternative to food trucks- I would like to see food/ice cream trucks banned from park.	Other
Yes	No	Thank you for this opportunity to share my thoughts. I look forward to following Council's decisions in this important aspect of our precious Hyde Park.	No specific/additional comment
Yes	No		No specific/additional comment
Yes	No		No specific/additional comment
Yes	No		No specific/additional comment
Yes	No		No specific/additional comment
Yes	No		No specific/additional comment
?	Yes	I think the food trucks add to the atmosphere in the park.	Food vans add to the area/Park ambience
?	Yes	Food truck "what the flip" has always provided lovely coffee and delicious eats for me and my family. I hope to see its return soon.	Food vans add to the area/Park ambience
?	Yes	If a kiosk is allowed the food trucks must stay. They are an essential part of the park and would be greatly missed. They would also ensure adequate competition so prices at the kiosk are not hyper inflated as they would be the only close option for parents near the playground	Food vans add to the area/Park ambience

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
?	Yes	Please, please, please allow food trucks to remain in Hyde Park! They had vibrancy and dynamic choices. A kiosk with only one operator is not likely to stay good, especially if they have monopoly over the entire park. Their food quality will gradually decline as they will no longer have to try hard to keep customers.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
?	Yes	I personally love the food trucks that frequently visit Hyde park. I find most have a mix of healthy and treat foods. It's nice to have the option to grab something different while out and about. I worry a kiosk will end up just selling unhealthy food and the standard drinks and not be as diverse as food truck options. Would definitely not recommend banning all food trucks as they add a lovely atmosphere to the park.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
?	Yes	The City needs to ensure that the kiosk is not too upmarket. Park visitors will only want basic snacks, not gourmet meals. It is important that it be affordable. I would hope that the kiosk would be open until well into the evening, maybe 9pm if this is commercially viable. The adjoining toilets would also need to be open at least until the closing time of the kiosk. Dogs might be an issue. Dog owners have the right to buy refreshments, but also patrons should be able to sit and eat without worrying about being molested by dogs. Perhaps a separate fenced off eating area could be set up, with signs "No dogs inside this area". I am unsure whether food trucks should still be allowed, as it might provide too much competition in a small area, making the kiosk nonviable. Could the food trucks be shifted to a different spot? Perhaps just to the east of the water playground if electrical connection is available.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
?	Yes	I would love to see this space used for something else - a community room with a kitchen, that can be hired privately (for workshops, classes, parties, school holiday programs, etc, etc) and also used for City of Vincent events that may entice more people to attend them :D I think you'd generate more income (it would be so popular! and you may be surprised at how hard it is to book venues for things like this in the area, and think of all the people booking for kids parties at the very least!) And, expenses would be low, as you'd take a bond to ensure the place was taken care of etc. Personally, being a local and spending a tonne of time at hyde park, I, and everyone I know would always opt for coffee/ snacks/meals from Chu, Mary St bakery, Miller & Baker, Sayers, or any number of high quality cafes in the area. These places would be difficult to compete with! And then everyone else just grabs something from the food trucks, I think a permanent kiosk is surplus to need. I also see a place like hyde park as contributing to our community by attracting people who will then support our local small businesses. I feel this is all working well so why not utilise this space for something that's actually a community need? I for 1 would promote it and book it regularly! It's just what our community needs.	Suggestion about business/food for kiosk operation or alternative use for shed
?	Yes	As I am currently the ice-cream vendor allowed to operate in the park Shiraz Soft Serve and also the owner of another business The Juice Junky serving freshly squeezed juice. I would love to be considered to run the kiosk if it goes ahead. Having worked in the food and customer service industry for many years and school canteens, and having resided in Hyde Park for 5 years with my ice-cream van. I would love to create a great vibe with healthy food options, great coffee and a variety of other options that would suit customers requests and off course the council. I also volunteer in my own community to organize community events such as Christmas Carols, Movie nights, Fund raisers, Christmas Festivals, Sports Events etc. I also help out schools with their fetes in organizing different food truck options.	Suggestion about business/food for kiosk operation or alternative use for shed
?	Yes	If a permanent food venue is set up, I would like to see environmentally friendly options implemented eg coffee grounds and Fogo disposal, and limiting/banning single use plastic. Rather than a food truck, another option would be to use the venue as a small local gallery or place to learn about the history of Hyde park.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
?	Yes	I'd love to see a kiosk great a plastic free service, seating and takeaway if you bring your own mug. I know it's hard but local governments can lead the way.	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
?	Yes	The food trucks are great and should be actively encouraged. They are able to flexibly respond to changes in demand and preferences. If the generators are to go the city should share the cost of alternate power supply. It is not the city's role to regulate healthy food options. If there is demand for them the providers will offer them.	Impermanence/variety of food vans preferred
?	Yes	Food trucks allow change and variety that a kiosk alone does not.	Impermanence/variety of food vans preferred

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
?	Yes	Whilst I'm not opposed to a permanent kiosk, there are already more than enough nearby food and beverage shops. Removing the food trucks would be great as they're often noisy, generators smell and it spoils the atmosphere of the park. It also creates more traffic in that section of the park which can be inconvenient. Having a kiosk away from the main foot path would be more ideal than the food trucks.	Kiosk unnecessary due to cafes etc. nearby
?	Yes	Parking at Hyde Park is very difficult at peak use times. Any changes to amenity at Hyde Park such as kiosks and catering ought to include detailed look at traffic and parking to minimize risk of injury to park users, many of them children, especially of it's likely that park use will increase as a result of these improvements.	Parking in area will be affected/parking is already an issue
?	Yes	Love Hyde Park, Maximum 2 food trucks and one Kiosk or it would take away from the ambience of the park vibe	Other
?	Yes	If the kiosk is to be put in this building some serious revamping would be needed to the attached toilets.	Other
?	Yes	the proposed kiosk adjoins the toilet block, which should still remain with the toilets included in this upgrade.	Other
?	Yes		No specific/additional comment
?	Yes		No specific/additional comment
?	Yes		No specific/additional comment
?	Yes		No specific/additional comment
No	?	Write as a user of Hyde park and an Historical Researcher. The presence of a commercial facility in Hyde Park may be viewed by some as bringing new activity to this State Heritage Listed Place. However, such an activity also comes with many potential problems and hidden costs. 1. Changing the useage of the historic place. Hyde Park has been a traditional family picnic spot and leisure area, people take their own food and drink and also clear up accordingly. There seems to be no need to change the traditional role of this park- it is not under utilised. 2. The presence of commercial activities will bring new people and also a wear and tear element to the park. The Hyde Park Festival is a costly event in terms of soil rejuvenation and maintenance. This is a hidden cost of excessive use. If user activity were to increase in one area there will be maintenance and rejuvenation costs to ratepayers 3. The potential for litter and damage may increase if take aways are available. Who will meet the clean up cost- ratepayers? 4. Like Stirling Square in Guildford this is the people's park and not a commercial venture. In Guildford there have been 6 attempts to change the form and useage of the park..all have failed when legitimate community concerns were listened to. 5. This is a public park for the enjoyment of the natural environment, it is not a commercial facility. If a cafe were to be provided it would take from the surrounding coffee shops and businesses that really need their business after COVID. Do not destroy other people's businesses and destroy the parkland. 6. This will not be just a cafe, it will require a delivery road, parking, rubbish storage and removal areas, staff parking and signage. This may be a small scale activity, but require a range of service entries, parking, vehicle movements and areas to make it viable. It is an inappropriate garden activity. 7. Increasing densities around Hyde Park make Public Open Space a scarce and valuable resource, The park is safe at present for all with no vehicle access within the perimeter. It makes no sense to introduce commercial activity into this Historic park area 8. Provide more water fountains and taps if water or drinks are required, These low scale, unobtrusive services in no way affect the heritage and public useage of the space. The provision of a cafe has many hidden costs that would have to be borne by ratepayers and could cause damage to the grounds and plantings. The State Heritage Listing of this site should be respected and the aim of council should be to conserve and restore not commercialise. The traditional use of recreation is important and should be protected with increasing residential densities in the area. The significant gardens that we currently have on the State register eg Queens Gardens, Stirling Square and Hyde Park, should be conserved for their intended use of recreation with pride. They are part of the living and continuing State History of WA	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	?	<p>1. Rate payer of 15 years, walk in Hyde Park nearly every day and enjoy the exceptional beauty, cleanliness & tranquillity of Hyde Park. 2. It is a small, magnificent & iconic park which needs nothing else as a feature. 3. Do not want to see a permanent kiosk in the park in the future either as an addition to, or as an alternative to any food trucks. 4. Both locals and visitors have numerous excellent very close options eg Sayers Little Sister & Miller and Baker on Lake Street as well as Chu Bakery on William Street opposite Hyde Park for buying coffee tea & other drinks and food. 5. BBQ's are available and picnics are popular with locals and visitors alike, rubbish kept to a minimum. 6. Large events staged at Hyde Park have food trucks as part of the events attraction. 7. Hyde Park's beauty, character, locality and accessibility keeps bringing back visitors and locals alike it does not need a café/ food trucks. 8. The cleanliness of Hyde Park is an important feature. A café & food trucks inevitably bring excess rubbish and litter. 9. Public Health Plan, the City of Vincent's Natural Environment Objective to 'Provide a sustainable natural environment for the health and wellbeing of our community by: increasing the number of trees and green spaces to support the health and wellbeing of our community. Deliver active and passive parks, playgrounds and additional public open spaces for all ages and abilities to enjoy. Incorporate Healthy Active by Design principles to enhance parks, reserves and other public open spaces. Partner with organisations to develop and implement sun protection strategies' 10. With regards the reference to the Public Health Plan, to improve the health of the population by raising awareness and creating healthier environments across the community with regards diet, improving diet, healthy eating, wellbeing of the community & leading longer and healthier lives is not an essential objective with regards promoting a café/ food trucks to Hyde Park</p>	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	?	<p>I am not in favour of the City of Vincent converting the gardener's shed into a permanent kiosk for the following reasons.</p> <p>1. The original Crown Grant of 1897, stated the land was to be used for Recreational Purposes solely and as this is still on the present Land Title the proposal of a permanent commercial venue contravenes the conditions. 2. Having a permanent commercial enterprise in the western end of the park will change the character of the area. 3. As a ratepayer, I object to COV using its resources to set up a commercial enterprise in direct competition with the five existing cafes of the area. 4. The economic viability of the proposal has not been proven. 5. As the Park was entered on the State Register for Heritage Places in 1998, the Department of Land, Planning and Heritage so far have not been involved in the discussion. 6. In the Hyde Park Conservation Plan, the designated area is recorded as being of Considerable Significance and as a consequence the fabric of the area i.e., the 120 year old trees are protected and any activity associated with the modification of the gardener's shed will impact on the health of the trees. 7. Does the modification of the existing building to allow the lessee to warm up food prepared off site conform to COV health standards? 8. If the council agrees to the proposal, this will set a precedent and have ramifications in the future by encouraging other commercial operators. The WA branch of Australian Garden History Society (AGHS) is deeply concerned that the City of Vincent is considering the operation of a commercial enterprise in the form of a permanent cafe to operate in Hyde Park. Since its inception, all applications for commercial activities have been rejected, see 2003 Hyde Park Conservation Plan, page 46, 2.5 and p.69, 3.3 and if allowed will set a precedent that will have ramifications in the future. Issues that will impact include building activity, parking, signage, rubbish generation, disposal and signage. As the area designated is in close vicinity to a 120 year old Moreton Bay Fig Ficus macrocarpa, increased activation in this area will have a deleterious effect on the health of the tree, see, HPCP, pages 108-110, 3.6.1. Concerns have also been raised at a national level and as a consequence it has been placed on the Australian Garden History Society's Landscapes at Risk list. This records and informs its national members of heritage listed spaces being impacted by the introduction of commercial activities. The former Mayor of Vincent John Carey, called a public meeting in May 2014 due to residents' staunch opposition to the same proposal which was resolved by having a pop-up cafe van. Where has the need for a permanent kiosk come from? As there are already four permanent cafes operating successfully within a comfortable walking distance of the park, a Council backed operation will affect their profit margin. Hyde Park is on the State Register of Heritage Places and proposals for it need to include the Heritage Council of W A, have they been involved in the discussion? This matter has been brought to the attention of the local member, John Carey and the principal heritage officer Karen Jackson of the Heritage Council of WA.</p>	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	?	Opposed to the proposed commercial kiosk in Hyde Park. At present, people from within and outside the North Perth residential catchment, use Hyde Park mainly for family activities and recreation. Family/friends groups use the Park for gatherings such as picnics and come with their own supplies of what makes up their picnic requirements. Presently within easy walking distance from most areas of the Park several existing shops/cafes that would be able to supplement their requirements. The addition of a commercial Kiosk would be detrimental to the Park's overall concept, amenity and ambience. On comparison between Hyde Park and parks in numerous cities across Europe, Hyde Park is extremely well placed to hold its own amongst any. In Perth, there is no other Park that can offer a user or visitor such a pleasant, tranquil and peaceful environment. To add a commercial structure would completely destroy what is the jewel in the crown of the City of Vincent's Parks which provide for all a connection to the City's heritage past and future.	Kiosk unnecessary due to cafes etc. nearby
No	?	Hyde Park is a lovely park of accepted horticultural historical significance. A new kiosk is not warranted. In whose interests is being promoted. Park users can access the commercial cafes operating within close proximity to the park and this proposal will impact on their businesses due to the council using its resources and give an unfair advantage to a future lessee. Please reconsider this proposal. It is not needed.	Kiosk unnecessary due to cafes etc. nearby
No	?	I live in Chelmsford rd and use the park everyday. Regarding the proposed kiosk in the park, I feel this is a negative proposal and will not contribute anything positive to the well being of the park and the calming character of the surroundings. There are five cafes a very short distance around the park. What is the point of a cafe in the park when we have these other cafes so close by. At present, the park supports a coffee/cake van and an ice cream van and I notice an expanding amount of the vans' tables and chairs. I feel the vans could be tolerated at the weekends only. The proposed kiosk would be a waste of ratepayers money to initiate and then there would be music (music from the vans now) why? Some weekends the park is almost overused. I feel the park is a beautiful space and well looked after, AND heritage listed. Will a kiosk enhance what is a beautiful tree and green space? NO. Hyde park does not need any 'enhancement', least of all with an unnecessary kiosk.	Kiosk unnecessary due to cafes etc. nearby
No	?	Resided opposite Hyde Park since 1991. Horrified that a proposal for a kiosk is even being considered. There was mention of this idea some years back but it was quickly shelved. The park does not need any further strain added to what it is already under. Since the introduction of the children's water playground the park traffic has substantially increased. Residential parking has been negatively impacted (especially during the warmer months). Noticed a significant increase in litter - lollypop sticks and hard plastic straws are lethal to the local wildlife and the litter is unsightly. Shows a disrespect for the beauty and majesty of the park. There are now so very many more events held there - weddings, social gatherings and yoga to name a few. It is a lovely venue for people to gather but the park's sustainability should be prioritised over commercial interests. There are already 2 cafes in existence close by and people can also bring their own supplies if they are planning a day out. Please take heed of the expert's (John Viska) and the local community's concerns, don't need a kiosk to bring people to Hyde Park. Trees not kiosks.	Parking in area will be affected/parking is already an issue
No	?	Have written to the council members on several occasions highlighting the inconvenience, stress and potential hazards of insufficient attention being given to parking issues in the vicinity. It is clear that the current situation is already placing pressure and impacting the day to day lives of residents. It is quite harrowing to think that the council is considering a proposal which will set in stone the current competing needs for parking in this area. There are numerous alternative options that are already in place for people needing/wanting food and beverages in the area. The council cannot continue to ignore the impact of these additional "attractions" - which will likely continue to increase numbers of people travelling to the park from outside Vincent and staying for a longer period than they may otherwise stay! As a resident I take great umbrage at the fact that so little thought, credence and/or value is given to the impact of these proposals on the community of residents that the council purports to represent. As a resident who already has significant issues with parking - why must my/our interests be secondary to those individuals that are not impacted on a daily basis, who simply want more convenience for their trips to the park and then be free to go to their home and enjoy that which is denied me - a place to park and have reasonable access to my home. Why?	Parking in area will be affected/parking is already an issue

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	?	I am a regular visitor to the park and I am totally opposed to transforming the shed into a kiosk. I see the Hyde Park staff access the shed daily for equipment stored there which cannot be stored in the compound. A kiosk will require extra facilities with suitable development and space from the park land: access road for trucks delivering supplies, parking for visitors, other kiosks, shops. And with a kiosk comes increased litter. I am totally opposed to a kiosk in Hyde Park.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	Yes	Food trucks offer more variety and fun, for a family it enables them to all have different options, more than a kiosk could provide	Impermanence/variety of food vans preferred
No	Yes	I feel the ice cream truck should stay. The kids love the treat if a real ice cream, not one from a packet. The staff are very friendly too	Impermanence/variety of food vans preferred
No	Yes	This has been raised and surveyed previously, you should check your old records. We were going to support a permanent kiosk but after reading John Viska's opinion, believe trucks are the better option. The trees are more important than a cup of coffee. The park is already well used therefore having another incentive is not required. The trucks should also mix up locations - east end from time to time would be good and take the pressure off Choux cafe. That cafe is always crowded and creates a traffic hazard and safety issue on William St.	Impermanence/variety of food vans preferred
No	Yes	Part of Hyde Park's charm is that it is not built up or commercialised. I would hate to see that change. I don't mind the food trucks as they are not there all the time.	Impermanence/variety of food vans preferred
No	Yes	The advantage of having food trucks is that they can easily be changed/ replaced if you have a kiosk and the operator is inconsistent, or inefficient, it becomes harder to evict them as they would be on a contract.	Impermanence/variety of food vans preferred
No	Yes	There are enough permanent food options around the vicinity, it would be better to keep a rotating food truck brigade	Impermanence/variety of food vans preferred
No	Yes	I think that the introduction of a kiosk reduces the variety of options and makes the place more sterile. Food trucks promote variety and are a colourful addition. They provide more employment options for more people. A kiosk is not inclusive.	Impermanence/variety of food vans preferred
No	Yes	I want the park to remain a park only and not a food location. A permanent food location changes the character of the park and I love the park the way it is. I'm okay with food trucks because they're temporary. They can be asked to stop operating at short notice and are not there all the time. I also like to support independent operators. Permanent locations attract chain operators that are lower quality, with higher prices and will impact on the independent operators. Permanent food locations that have a monopoly on the position due to increased amenities (not fair competition against food trucks for instance). There are plenty of permanent food locations within walking distance of the park. I'm concerned a permanent location will provide an unfair advantage when competing for customers. With a permanent location there are also risks of rubbish storage and spill in the park that will attract more pests. As an alternative I would suggest more seating locations for people to bring food into the park from Chu.	Kiosk unnecessary due to cafes etc. nearby
No	Yes	We have an abundance of excellent local cafe's, bakeries, and small bars who already supply an excellent range of products and services, I want to support their business as well as visiting food trucks, Hyde Park does not need a permanent cafe.	Kiosk unnecessary due to cafes etc. nearby
No	Yes	I feel the mobile food outlet concept is sound if managed creatively. It can be flexible & modified as needs change. As opposed to a permanent facility that appears a bit crass & commercial for Hyde Park. There are plenty of coffee shops, cafes etc nearby without there being another in Hyde park.	Kiosk unnecessary due to cafes etc. nearby
No	Yes	I'm not sure the park needs a permanent kiosk. There are many local businesses near by and the food trucks offer sufficient options for people to choose from. A balance between local resident and the broader community is needed. Parking is at a premium and as a local daily visitor it is my observation that very few people use public transport to come to the Park. I also think this survey is limited in its horizons. The preference for a new kiosk is pretty explicit in the survey as opposed to towards exploring a number of options for the refreshments to be provided within the park. Happy to discuss further.	Kiosk unnecessary due to cafes etc. nearby

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	Yes	<p>I am not against the ongoing improvement of Hyde Park and its environs but I do oppose the suggestion of developing a permanent kiosk in Hyde Park. My objection is based on a number of considerations including economic, amenity and impacts on the conservation and heritage values of the park. Economic - There are already multiple cafe and kiosk-like options within easy walking distance of the park. What is the rationale for the Council to be spending ratepayer money on creating competition for local businesses? I believe it would be more beneficial in the long term to put more funding into positions that take care of the park (and not in cleaning up the rubbish that will be generated by the kiosk, along with increased foot and vehicle traffic in the area), and to implement, manage and develop the existing conservation management plan. What is the financial modelling behind the kiosk and is the expenditure the best use of Council funds? Are there expectations of increased security after hours? Traffic - I have concerns about the increase of traffic in the areas around the park. There is already significant pressure on existing parking areas with a number of points where the parking creates bottlenecks and pinch points impeding traffic flow and raising the risk of traffic incidents (I don't believe the proposal to install mini-roundabouts will alleviate this pressure. Public good/amenity - The park is a significant public asset and a significant heritage area. I have real concerns that a kiosk is incompatible with the management of the park as a space, particularly with respect to its status as a Crown grant to the now City of Vincent. I also have concerns about the precedence of this proposal on the potential for further commercial development of the park (including liquor licensing). I see no reason for the Council to move into this area of commercial enterprise at Hyde Park. If the storeroom needs a purpose how about developing something that supports the management of the park's natural and cultural significance. Finally, the inclusion of question 9 suggests that this proposal is already supported by Council. If there is concern with the quality of the food in the food vans then this should be a matter taken up with the operators and not as a point of leverage to extol the benefits of a permanent kiosk (and what assessment has been made on the choices presented by a permanent food outlet that will have no kitchen facilities - how does that differ from the current arrangement). In the interests of transparency and avoiding biased feedback these kinds of questions should not be included in this kind of survey. A public meeting independent of the usual Council meeting would be an opportunity for gauging interest and concerns.</p>	Kiosk unnecessary due to cafes etc. nearby
No	Yes	Not in favour of this proposal. In favour of the maximum amount of space in Hyde Park being reserved for passive recreation and the park grounds and lakes being maintained to the highest standards. There are plenty of cafes close by as well as mobile cafes in the park. No permanent kiosk in Hyde Park.	Kiosk unnecessary due to cafes etc. nearby
No	Yes	I don't want a permanent kiosk in the park. The current food truck is adequate. I don't think the park is physically large enough to support a permanent kiosk. A permanent kiosk may not be a viable business during the winter months. A food truck can come when they choose. If on occasion there is no food outlet at the park itself, there are two coffee shops within short walking distance from the park. A kiosk and a food truck would be too much. We need to protect the fragile nature of the park as much as possible.	Kiosk unnecessary due to cafes etc. nearby
No	Yes	Do not like the idea of a kiosk in Hyde Park. It is not necessary. Don't think the park is big enough to need its own kiosk and there are multiple cafes all around including Chu, Boo, Sayer Sister, Miller and Baker and Botanic Bar. Live on Glendower St and parking is already a problem. It is such a beautiful park but also a small park. Having somewhere to sell an ice-cream for children is handy like a food truck. It's a pity the one that is usually there is so ugly. A nice vintage van would be much nicer.	Kiosk unnecessary due to cafes etc. nearby

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	Yes	I believe the site is not appropriate for a permanent kiosk. The current arrangement of food trucks is a better use of City of Vincent funds, in that very little seems to be required by the City in expense. I believe the cost and maintenance of a kiosk would not benefit the ratepayers of Vincent, nor the park users. Inevitably all businesses fail and should a kiosk renter not be able to maintain their business it would become the business of the City of Vincent to evict and find another renter. Why risk funds for something which is not necessary. There are sufficient options in the surrounding area for people using the park, with Boo Too and Chu, notwithstanding the William Street and Fitzgerald St strips are not far to source takeaway foods. The food trucks provide an adequate supply of consumables and when rotated a variety of different foods. If funds are available for action within the park, surely they could be used to do something about the eyesore that is the depot on the William Street end of the park. This depot would be better offsite in an industrial area. Are there other ugly depots in parks in Vincent, perhaps they could be amalgamated to a central location. This would remove (or at least reduce) the number of trucks and other traffic from within what is supposed to be a pedestrian park. The removal of the depot would make the park more attractive to passers-by and may entice them to stop in Vincent and enjoy the surrounding businesses too. Please do not put a kiosk in the park. Please remove the depot whilst you are thinking kindly about improving the park.	Kiosk poor use of City funds
No	Yes	I am against this kiosk as I believe there is no need as food trucks service this park well. A permanent kiosk would be subject to break ins and graffiti and not a viable business enterprise, I believe.	Kiosk poor use of City funds
No	Yes	...Imagine that kiosk will be relatively expensive to eat in. If so, many park visitors will not eat there or the the kiosk will be socially divisive, which is the last thing one wants Hyde Park to be.... The food vans suit the park well and are socially cohesive.	Kiosk pricing must be affordable/concern about kiosk being too expensive
No	Yes	A dedicated food truck night like in Forrest place and along the main strip in Inglewood! One vendor will create a monopoly, stifle choice, and could lead to a lower standard of food quality vs money. I'd rather see nothing done to the shed than an eye saw of a failing business.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
No	Yes	I find these sorts of permanent kiosks in Parks tend to sell pretty ordinary and barely healthy food. When I think of kiosks in places like Beatty Park Pool the food options are all low quality and low health and really just gets down to popular hot chips and mediocre coffee. This is the same in many park kiosks I know of. Alternatively if it is good quality it tends to be stupidly expensive.... thinking of Zamia in Kings Park. I have really enjoyed the caravan pop up that has been in Hyde Park for over a year or two. Their toasted sandwiches are really delicious and their set up is very atmospheric. I actually have specifically gone to HP on many occasion to have their lunches as a great alternative to Angove Street etc and I'm disappointed when they're not there. It would appear they've been able to deliver quality and atmosphere because their overheads are not prohibitive. When I think of great little park-side eats in Europe its usually these quirky pop ups that provide something unique and atmospheric that create a whole delightful, inexpensive experience.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
No	Yes	no kiosk has ever performed in perth without selling cheap sugary products or soft Drinks in Perth as food margins are very low as well it would create An unfair monopoly inside the park as so many businesses around the park are closed down both on Beaufort Street and Bulwer Street as well as William Street and there are so many improvements that the park need before having a kiosk like more and better lights better and more benches and better toilet facilities so the best option really is simply putting electricity for the food truck a simple as that. it makes no sense to add a kiosk and food truck	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products
No	Yes	We would have supported a permanent kiosk if the footprint could have been larger than the existing building. We think that the size of the current storage space means that on-site baking and preparation of food isn't possible (compared to nearby high quality options like Miller and Baker or Chu) and therefore it would end up offering poor quality, pre-packaged food. Even if it started out with good intentions, we don't believe the facility size would be financially viable whilst maintaining a quality service. There will also be logistical challenges for waste generation that will likely detract from amenity in the park. In this context, we'd rather support nearby high quality food options and the food trucks. The summer night food trucks that occurred a couple of years ago were great and we'd love to see them continue.	Kiosk pricing must be affordable/concern about kiosk being too expensive and quality of products

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	Yes	The food trucks are great. If you create a kiosk as well you will probably drive them out of business. Why would you do that at a time when so many small businesses are struggling? And the cost of building the kiosk would be borne by ratepayers. It doesn't stack up as a good idea. Keep the trucks.	Kiosk will adversely impact other cafes/businesses nearby
No	Yes	The food trucks add character to the park and have a very small footprint which when they're not set up is removed. The issue with a permanent kiosk will be ugly advertising and signage that will always be an eyesore in the park. In addition once a contract is awarded on commercial grounds, I have no faith that the CoV will not do a deal to make things hard for the food trucks and drive them out. If a kiosk is developed and a contract is let those negotiations have to be transparent to prevent a conflict of interest arising.	Kiosk will adversely impact other cafes/businesses/food vans nearby
No	Yes	I think the food trucks are a wonderful addition to Hyde Park, and one of the truck owners is actually a neighbour, so I'd be worried about the impact on their livelihoods if they weren't allowed to operate at the park anymore (or have their business threatened by a kiosk). Further to this, a permanent kiosk could commercialise our beloved park too much; everyone is of course welcome, but as an oasis for city residents, I'd be sad to see it go the same way as Kings Park.	Kiosk will adversely impact other cafes/businesses/food vans nearby
No	Yes	We are supporting independent business owners. The foods from the food truck owners are their speciality so made with love and made well. Such friendly people, love our visits to Hyde Park.	Food vans add to the area/Park ambience
No	Yes	The food trucks are a part of the attraction, as well as the park itself, we always enjoy getting a treat from the food trucks on our visits	Food vans add to the area/Park ambience
No	Yes	I love the cultural impact of the food trucks and the sense of community. It would be great if the council was more involved in perhaps encouraging regular informal events in the park. Inglewood food markets on Mondays by Stirling Council are perhaps a little large, but maybe having regular Friday and Saturday night markets at the playground end of the park, with entertainment and stalls and food trucks. I dislike the kiosk idea as I've seen how it creates a monotonous monopoly in Kings Park. I would like the council to encourage diversity and culture and entrepreneurship of residents.	Food vans add to the area/Park ambience
No	Yes	I would like to share my thoughts about the unused storage shed in Hyde Park as I am visiting the park several times per week. I got mixed feelings when I received the message about a permanent kiosk. I really like the food trucks that are usually there (haven't seen them at my last visits though) and I love the quirky colourful food truck especially and I think a kiosk wouldn't be able to live up to that standard. "Kiosk" always sounds a bit cheap to me - unhealthy food options and not-so-great coffee. There is also Chu Bakery at William St and I see a lot of people going there for their coffee and then visit Hyde Park. In that sense, even if the food trucks aren't available, there is already a great alternative. As it is between the playground and water park, I was thinking of an idea for the storage space in a different way instead. Every day families visit this area and I thought that maybe the storage space is the perfect spot to be used as a toy and children book exchange. I imagine it could turn into an interesting place which would serve the community well to meet the neighbourhood, connect with new young families and exchange experiences. I know there are a lot of facebook groups where people exchange unused toys and baby clothes, but it would be nice to leave the digital world and do it in the real world to also include those that don't use facebook. My idea wouldn't make money as a kiosk would do, but if City of Vincent would like to try something completely new that might help others, I think it would be really great! Maybe there are some schools as well that would like to get involved in that idea and are keen to start a project for the kids to work on. It could also teach the kids to give away their unwanted toys and receive something else they would like instead.	Suggestion about business/food for kiosk operation or alternative use for shed
No	Yes	I feel the space for the kiosk would be better used for local community groups and people to run workshops like art, photography, writing, music, literature, gardening and even just a space for locals to meet and have a chat. All this could be done by simply opening up that end of the structure. There are plenty of places around to eat.	Suggestion about business/food for kiosk operation or alternative use for shed

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	Yes	I live opposite the park and have noticed a considerable number of people using the parking, leading to problems with parking, especially for resident such as myself who have no off street parking. If a permanent kiosk was created in the park, the amount of vehicles would increase as would there length of stay. Having the kiosk created adjacent to the toilet block would create a very crowded corner to the park, rather than spreading out amenities so that the entire park is utilised. Rubbish is another consideration. Your park staff work hard enough as it is, caring for the park with out the additional rubbish that comes from a takeaway kiosk adding to their workload. There are at least 8 nearby places where drinks and snacks can be purchased close by the park. As well as the regular food vans in the park. I do not support the establishment of a permanent kiosk in the park.	Parking in area will be affected/parking is already an issue
No	Yes	A permanent structure would create rubbish and affect wildlife and ecosystems. The park does not need a permanent structure with more than five cafes in a 500 metre radius.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	Yes	For food trucks and kiosk the collection and disposal of waste (food and containers) should be done sustainably. I.e use of recycled containers and actually have them recycled. Use of compostible containers and compost them. Compost organic and food waste. Thanks :)	Sustainable/environmental consideration should be given to kiosk and products sold (e.g. no single use plastics)
No	Yes	It will spoil the park to have a permanent kiosk. Not in favour. Prefer to have the food trucks instead. ie coffee, food and ice cream.	Other
No	Yes	Lives opposite Hyde Park. The establishment of a kiosk would be a step in the wrong direction. The existing casual vendors cater adequately for what are basically weekend refreshments.	Other
No	Yes	What the flip food truck has been an amazing part of Hyde park! The owner is delightful and full of enthusiasm for the community, delicious food and coffee too!	Other
No	Yes	A beautiful park which is frequently used by small and larger groups for picnics, celebrations, exercise, social gathering. The open commercial free space is relaxing	Other
No	Yes	Keep the icecream truck	Other
No	Yes	Separate document attached.	Other
No	Yes	No commercial deli	Other
No	Yes	Need more water in the lakes. Dont like bikes being ridden through the park. Inconsiderate riders. There is enough food outlets nearby. Dont want a kiosk.	Other
No	Yes		No specific/additional comment
No	Yes		No specific/additional comment
No	Yes		No specific/additional comment
No	Yes		No specific/additional comment
No	Yes		No specific/additional comment
No	No	Council is urged to adhere to the Conservation Plan prepared in 2003 to retain the integrity of the Park	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	I'm mostly concerned with the environmental pollution that may occur with the kiosk. Icecream are already an issue in the park created by the icecream van.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	No	The introduction of the food trucks was a regressive move. It changed the character and ambience of that part of the park. It went from a quiet, park-like atmosphere to one similar to a country show with queues, noise and an element of chaos and clutter. The fact that the vans either used external generators or had a motor running made it even worse. I do not support any food service in the park, but if there is one, I would choose to get rid of the vans completely. • One of the initial reasons for introducing the food vans was to activate the park, and that it would "improve the access, usage, quality and image of the City's public realm". Hyde Park certainly does not require activation and the food trucks certainly did not improve the quality or image. The concept was soundly rejected by the community in about 2014, and nothing much has changed since. • I do not see that we need to commercialise everything and every place. The community has coped for over 120 years without requiring a food service in the park, and in fact it was seen by some as a positive. I had a friend who lived near to the park. She was a single mother, with limited finances and saw the park as a place where she could take her children without having the pressure of having to buy drinks and ice creams, and without the stigma of not being able to afford them. • I am also concerned that there will be pressure to expand a kiosk. I've already seen comments that people are looking forward to sitting back and having a wine in the park. • So on the balance of issues, I would prefer that permanent food services not be introduced in the park, that it reverts to the way that it was, and local businesses be supported. The reason I said I don't use any of the nearby businesses (Q4) is because I live very close to the park and have no need.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	I absolutely do not think that any food trucks or kiosks are necessary there's plenty of food and drink close by literally all around the park as a resident living across the road on Vincent for 2 years and now on Lincoln just doors up from Chu cafe which has already impacted my life negatively it's absolutely ridiculous people go to parks for exercise or to relax they can bring their food with them or buy before they get to the park it will just create more rubbish more waste it will impact local businesses that are already serving the park around the area. No No No No NO. I use the park every single day it's already chaos without providing more food. Stupid idea it's a park. It's the only natural escape from the city don't put more city like structures in it. Just get rid of that building and plant another tree !!!! Please	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	During covid lockdown, lots of people visited the park and the bins were overflowing with food containers. If we set up commercial food premises there it will be worse. The French food caravan is ok. But as has been raised the generators are smelly especially the ice cream van - which is a health issue for the children inhaling fumes from diesel. I think it's great - how there is a tradition in Hyde park where people bring their own picnic.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	I don't want food vans in our beautiful park and I really don't want a kiosk. The landfill created by the vans and the local cafes is outrageous. We have lived here since the late 1980s and love the park as it is as a place to picnic, walk or exercise without commercial encroachment. We are so disappointed by the vans being there, not just because of the generators but just how unnecessary they are. There are plenty of other places to go for that. Keep the park as a park.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	Hyde Park is already losing it's peaceful and calming atmosphere, it used to be a jewel of a place to visit for a reinvigorating walk or exercise. It is already too commercialized and losing it's unique contribution to the area. There is a plethora of food and coffee places all over as they can be created anywhere - you can't just "create" a park to the size, age and quality of Hyde Park, that is it's unique importance and value, not another food / drink location. I do not even support the existing food vans, and certainly do not support a kiosk.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	No	Seriously all imagining of a kiosk in Hyde Park is bonkers. Especially this is so when pivoted on the awfully thin premise of making sure the Park remains enticing! Are you joking? Amid all the disconcerting stress of Covid a year ago the grand old darling Hyde Park was everybody's lounge. Day after day visitors in throng swarmed in to seek the shading canopies and fairways every-where and not only in the Western extremity where storage shed dreaming and food truck options are underway. Clearly confusion is thriving in the heads of those responsible for this unnecessarily expensive and time consuming exercise. A thoroughly fine example of just how unnecessary it is to plonk any trade inside the Park is on show weekly at the Eastern extremity. Morning after morning there are more prams and babies than Jacarandas with mums purchasing coffees and pastries at the café cornering William and Lincoln Street - and then - in conversational circles enjoying the many seasonal smiles of the Park. These patrons show no hesitancy in walking a few paces for their selections and then via a pedestrian strip cross a constantly rushed William Street to enter the Park. This is a prime example of how unnecessary it was in the first instance to invite food trucks to roll across the Park's tree root systems. This still remains a thoughtlessly unfriendly imposition on the natural order when only a few strides across grass and without any inconvenience at all regular kerbside trading could easily be underway at food trucks - in Glendower or Throssell Streets. Well documented images of the hordes arriving in the Park during the Covid catastrophe reveal how naturally they came to spread a rug with all provisions on hand and also to fire up the barbecues. As an alternative to funds and energy directed on a shed becoming a café a realm of scope exists as the Park is now to be co-named Boojemooling or Boodyamooling. A series of illustrative panels through-out the Park would be especially appropriate were they to highlight how Aboriginal families were nourished and sheltered by the Park's natural vegetation- held corroborees and initiation rituals - fished and hunted extensively on the grounds and raced - on horseback - the perimeter of the swamp. After years researching Hyde Park I am well aware there is a key directive to the City of Perth from the State outlining terms and conditions that clarify - with some exceptions - how the Park is a non- trading zone. With this writing I regret I am unable to offer precisely the file details for this outline. However I would happily retrace my steps through State Record listings were that assistance to be of interest.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	No	There are cafes around the park that people can utilise to get their food/drinks. Unfortunately people are lazy these days and want instant access to food/drinks. Hyde Park should be retained as a park as it was intended; protect the local habit including those beautiful old trees. Concerned about extra litter problems	Kiosk unnecessary due to cafes etc. nearby
No	No	In the Perth Voice of Saturday 13 March the Mayor stated that "Hyde Park has a reputation as one of Perth's most beautiful parks and we want to make sure it keeps bringing back visitors and locals alike." I agree with her, and enjoy visiting visit Hyde Park during the week and at weekends. Its beautiful design and well-maintained lawns and lakes attract large numbers at weekends. People of all ages are there, perhaps enjoying a quiet walk or having special time with friends and families. Hyde Park should be a commercial free zone, to allow people and families quiet recreation time without any food trucks, kiosk or cafe. People do bring picnics to the park and can visit local businesses if they are looking for coffee or snacks. There are several cafes very close to the park and they benefit from park visitors. I hope you will consider these points and reject the proposal to introduce a kiosk to Hyde Park.	Kiosk unnecessary due to cafes etc. nearby
No	No	I am opposed to a permanent food and drink outlet, and am opposed to mobile one too (at least the latter can be removed). I agree with the comments made by John Viska. The variety of shops available around are more than adequate.	Kiosk unnecessary due to cafes etc. nearby
No	No	I would be very disappointed to see the kiosk created. The park is already overflowing on weekends with parking and traffic overflow in surrounding streets, the trees in the kiosk area have historical significance and are at risk due to increase in foot traffic in this area. Childrens water playground cannot sustain increase of adults and children, ok'ing to kiosk area this creates risk to safety of children. It is unfair to existing coffee businesses in the area that pay to lease properties that the proposal will take business away from them when they have worked hard to attract and maintain customers. Kiosk takes away the natural amenity of the park	Kiosk will adversely impact other cafes/businesses/food vans nearby

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	No	Hyde Park is a Park...there are already 3/4 cafes in the area who pay rates to the City of Vincent and a permanent Kiosk would take their livelihood away. A Council backed operation would affect their small profit margin. Parking is very difficult to get around the Park now. A commercial venture is against recommendations in the conservation plan. Hyde Park is on the State Register of Heritage Places and proposals for it need to include the Heritage Council of WA, have they been involved in the discussion?	Kiosk will adversely impact other cafes/businesses/food vans nearby
No	No	The park does not need a permanent kiosk. There are coffee shops nearby, they will suffer if it goes ahead, they pay council rates, water rates, land tax. The park is Heritage listed and does not need a commercial premises on site. The proposed site is right in the toilet block not very hygienic. There will be paper cups and lids left to blow in the lake and food wrappers left for the pigeons and ibis to scavenge in. People have been happy enough to bring their own all these years or walk a short distance to a shop that pays your council rates. We have never agreed with the food vans. They park nearly in the lake among the bird poo and have seen pigeons pecking at the food on the shelf. This is a place for families to have fun and enjoy the peaceful lake and be able to get away from commercial shops, not [people] that like to be seen walking with a cup of coffee. Not happy that our council rates would be used for a commercial premises in the park, put the money to something that is more need and something that councils are meant to provide for the community. Once again this park is the Jewell in the city of Vincent crown and heritage listed and should not be destroyed by a commercial building.	Kiosk will adversely impact other cafes/businesses nearby
No	No	The most substantive impact to amenity at present are the generators of the food trucks.	Food van generators are loud/disruptive/bad for environment
No	No	Our family has enjoyed the wonders of Hyde Park since the 1930's when both of my parents lived nearby as children. Our son and his family now live in Highgate and also enjoy the special place that is Hyde Park. I urge the City of Vincent to look to the future and protect this unique place as a wonderful example of a late Victorian park. Hyde Park is also on the State register of heritage places and my hope is that it will always be a link to the past and a special place for future generations to enjoy. My concern is that allowing commercial operations such as the proposed kiosk within the park is counter to the original intention that Hyde Park be a tranquil retreat from the pressures of everyday life. If the City of Vincent approves a venture such as the kiosk I believe that it will set a precedent that could spoil the very nature of the park. Families can bring along a picnic, as they always have, or pick up a coffee from one of the nearby cafes to enjoy. The owners of these cafes have invested in their businesses and they will be unfairly disadvantaged by the addition of a kiosk within the park. Congratulations to the City of Vincent for the work they have done over the years - Hyde Park is a joy to visit. Please don't allow a kiosk in the park. (I would also like the food trucks to disappear)	Kiosk will adversely affect Park environment

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	No	Please find a submission made to council re food trucks . A lot of the comments also apply to the "proposed kiosk " or will it be a cafe with awnings table and chairs and music blaring out into the park. Since the email I was at a council meeting where the council voted to spent \$320,000 of ratepayers money to help revitalise Beaufort St yet they are quite happy to allow food trucks and possibly a kiosk in the park in direct competition to all the cafes around Hyde Park who are trying to make a living . Their costs are substantially more than a food truck or kiosk. Miller and Baker , Boo , and Sayers Sister to mention a few . The kiosk in the park will add to the congestion and activity at the Throssell st end - a large children's playground and the waterpark are already there . Again concentrating commercial activity at end makes it unfair for residences at this end -if you want a kiosk put it at the William st end and share the increased activity (not that I am for any kiosk in the park). When I bought my house I intentionally did not buy it next to a hotel restaurant or cafe- yet council feels it okay to to put one in the park without consideration to residents that may be affected. Parking is already a issue at times -it is sometimes hard to park near our homes. There will be more delivery's to the kiosk creating further noise into the area surrounding the kiosk- music coming from the kiosk adds to the noise level . There was a considerable difference to noise levels from the area with food trucks end and William st end. Will the operator who will have invested in the kiosk make enough money to make it viable . Will they be coming back to the council to expand the operation at s later date so they can make it economically viable and what could that look like. People have been coming to Hyde Park for years and will do so for many years to come -not having a kiosk or food trucks will not stop people coming and enjoying the the park . There hasn't been a good truck in Hyde Park for a number of months now and people have still been coming to the park -bringing their own food and drink or availing themselves of the many cafes around the park . Perhaps council should spend some money and advertise the many cafes around Hyde Park. With this and the comments below I don't believe food trucks or Kiosk are needed in Hyde Park . It is beautiful Park and should be kept as such and not a cafe venue.	Kiosk is a poor use of City funds
No	No	No food trucks. No cafe. Hyde Park should be a free venue with no eating unless you bring yourself. Parents shouldn't have to be pestered by their kids to buy something, we already have nearby coffee shops and think of the noise, rubbish, crowding. No cafe!! Lovely exercise and family enjoyment with spending money	Other
No	No	The park is a beautiful nature reserve and a sanctuary for birds. It's also a sanctuary for me. Don't turn it into a fairground.	Other
No	No	I am against all food options for the park. A park should be a park, not a food venue - if people get hungry they can bring a picnic, or go to the many food outlets on Lake St., Beaufors St., Fitzgerald St., William St., etc.	Other
No	No		No specific/additional comment
No	No		No specific/additional comment
No	No		No specific/additional comment
No	?	I think the park should remain without a kiosk. Maybe just one food truck in order to keep things as natural as possible and out of respect for the original owners of the land, the Whadjuk peoples. There are fabulous cafes close by and it would be sad to have their businesses disappear.	Kiosk unnecessary due to cafes etc. nearby
No	?	I have lived the vicinity of Hyde Park for 23 years. The performance stage and new toilets near William St are positives but the plantings have been detrimental as the Council has failed to follow the council's own heritage plan. Planting trees and ground covers that are 'on trend' rather than replacing like with like is no different than installing aluminium window frames in a Victorian heritage house. Chu Bakery has been outstanding in providing refreshments that visitors to the park. I don't see the need to change that model. The worst outcome would be to increase activation through marketing.	Kiosk unnecessary due to cafes etc. nearby
No	?	*Sigh* Parks are meant to be community spaces, places that are accesible and open to everyone no matter how much money they have. Setting up kiosks or even food trucks - spaces that are only open to people with money - seems to completely contradict the spirit of parks. Seriously - if people need to satjate their food and coffee cravings that much, why can't they walk five minutes to Chu or Miller and Baker?	Kiosk unnecessary due to cafes etc. nearby

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	?	Hyde Park is the destination! The park is extremely well utilised and people enjoy the park for what it is - a very beautiful and relaxing amenity. Park users do not come to Hyde Park to buy food. There are a number and variety of food businesses surrounding the park, within a short stroll, on Bulwer, Lake and William Streets. Am very concerned that a permanent structure/kiosk will introduce commercial pressures on the park that will have negative impact. The business operator of course will be motivated by profits (understand this), however this may mean they could seek COV to change factors to increase the floor space of the kiosk to increase seating area; erect an under-covered area/ possibly close in the area. They may also seek special conditions from council around parking and operating hours, putting additional pressure on the park and local residents. I would prefer (if there has to be food businesses located in the park) that a food van(s) operate. They are not permanent, and allow for flexibility; so if the business is not going well- it means they simply move on and allows for other operators and possibly different type of foods to be introduced. Hyde Park is very well utilised- maintenance of the park should be COV's top priority, rather than placing a permanent intrusion in the park.	Kiosk unnecessary due to cafes etc. nearby
No	?	Hyde Park is a special place in Perth, as reflected in the fact that it is on the State Heritage register. It is always tempting to build commercial enterprises in public places but parks are green, breathing places intended primarily for recreation, not commercial activities. Visiting food trucks during festivals are one thing, having a permanent lends a completely different atmosphere to a place that is primarily for relaxation, with no compulsion to spend money; a retreat from commerce and hard surfaces.	Impermanence/variety of food vans preferred
No	?	Converting the gardener's shed to a kiosk makes a permanent change to the park. I prefer food vans, which are dependent on the community buying their offerings, and can be removed if problems ensue. I think there should be a limit on the number of vans.	Impermanence/variety of food vans preferred
No	?	Heavy use of Hyde Park can already be demonstrated throughout the year. The City should be allocating more money to the maintenance of the park rather than introducing a element which will place a heavier permanent burden on the park. As proposed a commercial kiosk operator will be motivated by profit and will seek further intrusion to the park to maximise profit, hard paving, covered areas, increased parking and increase to the proposed operating hours. Food vans with electric connections would provide the amenity and facilities for visitors with minimal overheads combined with minimal and temporary intrusion to the park. It is notable the City has recently removed permanent structures and amenities to community groups in Beatty Park and Birdwood Square based on recurring maintenance costs. The business case for a permanent kiosk should consider the ongoing maintenance funded by the City as well as financial viability for the commercial operator, both, a heavier burden for the Park and on balance an undesirable future for the majesty of Hyde Park. Moving forward, the combination of existing commercial operators in Bulwer street and William street combined with improved electrically connected vans respects the park, provides a breadth of amenities and limits intrusion to the park.	Impermanence/variety of food vans preferred
No	?	I think a permanent kiosk would affect the small businesses that operate currently within Hyde Park as well as those close by. Part of the charm of Hyde Park is that it is so beautifully natural and unpretentious. People can find many places in walking distance to eat closeby or bring a picnic. Please don't spoil this unique, natural beauty space with commercialism.	Kiosk will adversely impact other cafes/businesses/food vans nearby
No	?	I'm very concerned that the survey mainly focuses on food and drink options. Hyde Park is unique in heritage terms and CoV should include wider considerations such as the heritage, the fact that commercial enterprises on the park have been rejected previously (2014), the impact on residents nearby, rubbish, noise, parking issues and cafes nearby who have had to establish their businesses without unfair advantage of being on site and having a CoV provided premises. As a further comment, the National Trust has upset many residents in Maylands now with proposed changes to Peninsular Farm that include a (as far as their petition states) a liquor license and deck for up to 300 patrons to enjoy wine until 10pm without clear communication thus impacting on a highly used peaceful site. Thin edge of the wedge stuff. It's not all just about providing food and drink options and site activation.	Kiosk will adversely impact other cafes/businesses/food vans nearby

Kiosk would positively affect amenity of Park?	Food vans positively affect amenity of Park?	Comments	Main Theme/s
No	?	I think Hyde Park should be a commercial free zone, to allow people and families quiet recreation time without any food trucks or cafe. People do bring picnics to the park and can visit local businesses if they are looking for coffee or snacks. There are several cafes very close to the park and they benefit from park users. Hyde Park is a place that families can visit to enjoy quiet time without any pester power for icecreams, etc. Food sales already lead to a rubbish problem. The value of a quiet recreation space close to a residential area was really apparent during the lockdown period for COVID19 when so many people visited the park. Hyde Park does not need to be activated.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
No	?		No specific/additional comment
No	?		No specific/additional comment
?	No	I would only support a kiosk if: A). Food trucks were banned permanently; and B) the kiosk involves absolutely no loss of green space or grass or planting. Too much has been lost over the past decade to concrete and hard facilities, such as exercise equipment, playgrounds, bandstand, water fountains. Enough is enough.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
?	No	I don't see the need for food/drink outlets in the park at all - or the need to "enliven" the already-lively much-used and loved park, but just in case the permanent kiosk goes ahead, I'm having my say. 1) Location: The suggested location seems the best place for it. 2) Environmental: I am concerned about things such as litter from serviettes and paper bags, and disposable plates/cups/cutlery etc, so I urge Council to impose a condition on the kiosk operator that all such items are fully recyclable, and a recycling bin should be provided by Council. Noise: Please, no music!! None at all. Even if I'd like the kind of music that might be played, I don't want it in Hyde Park.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
?	No	I would like to see the calmness and quiet nature of Hyde Park maintained. The proposed kiosk could be a positive addition if done and managed well. I live next to Hyde Park and the sound of happy children and people is great but I would not like to see loud or amplified music at the proposed kiosk as that would spoil the parks amenity and tranquility. I hope that that does not make me sound like a wowser but we all need somewhere to quietly chill out in a noisy and busy world. If the cafe proposal proceeds then I like to see opening hours restricted to day time only i.e. say 8.00am to 5.00pm with no alcohol being offered or byo.	Issues around impact of kiosk/food vans on surrounding environment, litter, foot traffic, plants, wildlife
?	No	There is no need for any food outlet in the park - it is totally inappropriate for there to be any. The food trucks are a disgrace.	Other
?	No	Option 6 lacks intellectual rigour. The "None of the above" option should read "Do not create a permanent kiosk and stop allowing food trucks" and this option be clearly available to those undertaking the survey. Not the current survey which appears to have been constructed to steer or guide respondents. The survey is not "open" - you have to take it to find out what is being asked and so fails the Vincent transparency test. And again by seeking to limit the options open at Item 6 by the "None of the above" option likely distorts the validity of the reply and the value of this consultation.	Other

Additional Comments - Hyde Park Kiosk - [REDACTED]

The Park is one of the most important assets for Vincent and the wider community. Its connection to the environment, representative heritage, history on show, simple facilities and multiple use areas, that respond to the seasons means that it can be used all year round. There are many opportunities for the community to utilise the Park that can be facilitated by an outdoor area used by food vendors and others. The food vendors bring cultural diversity and i suspect that the park visitors provide a mainstay for these fledging local businesses. A purpose built storage area can leverage and facilitate community use of the Park.

Further below i have outlined some opportunities for the community use of the park based around the need for an outdoor area for food vendors and safe secure storage for equipment that supports community uses.

Sadly, The Aboriginal Cultural Heritage is a chapter of history of the park that is yet to be made a best seller.

I DO NOT SUPPORT a permanent kiosk for the following reasons:

1. It has an unfair advantage over competing businesses given the captured market. If correctly costed the successful vendor would be unlikely to compete with nearby businesses.
2. Given kiosk advantage (shortest walk) the vendor could potentially gouge the market for the term of the lease.
3. To be economic the City would need to lock in a long term lease. I don't think there is enough history to determine minimum service hours or proper costing. The successful operator of the kiosk could potentially wear a high risk for the term of the contract.
4. Itinerant commercial businesses such as food trucks are more likely to meet the needs of the Park users and be adaptable, or simply, they will move on.
5. Food truck vendors wear the cost and risk of renewal and depreciation of their equipment. They are much better at costing this so prices are fairer.
6. The City wears the cost of the changed use in the building and increased insurance. These facilities are not without risk. As the facility is contiguous with the public toilet facilities, fire which is not uncommon, particularly in a building that would be prone to increased risk of damage due to its isolation, would see the loss of the public amenities which are significantly more important to park users than a kiosk.
7. Limits variety especially cultural variety.
8. As I said above, but a point in its own right, it Introduces significant security risk to the Park that presently does not exist. Given the isolation of the facility it's a prime target for theft and damage after hours. There are are items in a kiosk that are desirable to enough to warrant a break in particularly to youths. Money is not usually the issue. People would be likely to hang about with bad intentions leading to a small but unnecessary burden on Rangers and Police. Who responds to alarms? Nearby neighbours would love security systems going off. Damage to the building is a cost to

to the City. A risk base approach would rate a kiosk as very likely to be damaged and consequence, potential **severe**, being loss of building, and taking adjacent needed public facilities out of action for extended period.

9. There is not enough history of use in the Park to develop the right scale or style of kiosk. I interpret from the leaflet that the City will fit the Kiosk. I Guarantee it would be over or under fitted in terms of equipment. My feeling is that kiosk operator would not be as agile or adaptable as one or several itinerant food vendors. Does the successful kiosk operator have exclusivity for events. From a business perspective the kiosk operator, who has committed financial and lease obligations, but no exclusivity, would tend to lose out during the special events which would be expected to be their cash cows. Without exclusivity during the special events you would find the regular kiosk food to be the regular grub and people would more likely tackle the culturally diverse offerings. With exclusivity during events the Community would not be serviced.
10. Once converted the use of the space is determined. For the reasons I have outlined below, safe secure storage and a blank canvas are more likely to be important for the future communities use of the Park. The uses i discuss below are not capital expensive.

I DO SUPPORT food trucks or equivalent:

1. They will adapt to servicing the community based on use of the Park.
2. In addition to power (3 phase and single phase), access should be provided to a SEWER for grey water and potable water (hot water ?) connection (these would be locked facilities). These are **MUST HAVES**. This reduces health and environmental risk and grey water storage limits the amount of time they can stay in a location. It's a simple thing that makes the food truck vendors life a lot easier. I am sure it is very tiring to have to empty your tanks at the end of the day.
3. Access and parking areas should be established to limit damage to park. Compaction by vehicles and people, potential for fuel spills and grey water spillages are issues under trees and close to the lake. Consider an **IDENTIFIED AND DEDICATED DROP OFF PARKING BAY FOR CARS, BIKES AND SCOOTERS (MUST HAVE)** delivering food to park users.
4. Food trucks could run complementary hire business. Chairs, fold up tables, small toddler only bikes or push bikes so kids can enjoy park. (parents can't carry this equipment in their cars). This gets kids up an about. Council could buy cheaper items like bocci that the vendors could set out and put away at the end of the day (an idea not a priority).

REDEVELOPMENT OF STORAGE AREA.

This should remain a storage area but be made very secure including cameras and consider making smaller areas of storage inside, also well secured.

Money saved from not developing the kiosk can be used for below uses.

Consider the size of the area to be created for food vendors so it can be used for other uses. Make sure you don't create a large heat sink. This is on the basis that ideally the Park could be promoted for community groups or schools.

All these future opportunities whether community or private businesses need safe secure storage. You could imagine yoga classes, spin bike classes, international cooking days, poetry in the park. Pottery in the park, art in the park. Local schools environmental water monitoring, bird and animal identification.

Horticultural courses. Gardening courses to provide training to encourage natives and native animals in residential gardens. Waterwise gardening. This could be the basis of people helping each other redevelop their gardens. Consider introducing an arboretum to the Park, using natives that can be planted in inner city gardens. Waterwise gardening example area. You need things like wheel barrow secateurs shovels).

Aboriginal cultural awareness story is missing from the City of Vincent. It is obvious that Hyde Park was very important to the Aboriginal People given its size and prominence in the landscape and that it is one of the largest lakes of a chain that did run down William street. You will never lose the European heritage of the Park but there is plenty of opportunity to build in the Aboriginal Story and bring back indigenous food species bird, frog and insect species that have been lost from the Swan Coastal Plain. If the living plants and skills are developed at the the Park it can spread to larger community. I am not suggesting that the European feel be lost or the sculptural trees and architecture of the park be changed. It is very fit for purpose. Just utilise areas of the park that are under utilised ,particularly William and Vincent corner. The goal to reduce water use in parts of the Park ?

Replacing the ivy and purple heart (wandering jew) which are poisonous to dogs (wandering jew also irritates human skin ,) with small natives would be a good first step.

Aboriginal foods planted in the park provide the basis for cultural awareness training .This would be unique in a capital city Many of the food animals are still there, birds eggs turtle (snakes?) ,in the heart of the Capital of Western Australia. Boomerang making courses? This would become a hub to rehabilitate and revegetate the other lakes in the chain.

The City should consider buying equipment that complements outdoor community uses (MUST HAVE). Tables and chairs and umbrella's for things like international food days. Bean bags are great for the outdoor stage. Equipment that maximises use of outdoor stage. A small PA system. Outdoor screen and projector. Appropriate trolleys cages to move around the Park.

Councils are often concerned about reconciling and preventing loss or damage to small equipment and maintaining equipment to safe standard. Having taken the initiative of using modern technology to address parking there are electronic systems that can track equipment in and out of the store. A contemporary view is to spend a bit more on brands that have been around for many years and are repairable or parts replaceable. Buy Australian?

Thank you for listening. Sorry to make so much work for the officer who has to summarise the submissions.

12.4 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 4 MAY 2021

- Attachments:**
1. **Audit Committee Meeting Minutes - 4 May 2021**  
 2. **Attachments to Audit Committee Minutes - 4 May 2021**  

RECOMMENDATION:**That Council:**

1. **RECEIVES** the City's Corporate Risk Register as at 8 October 2020; and
2. **APPROVES** the proposed risk management actions for the high and extreme risks, noting the suggested amendment that the City undertake a reassessment of the risks associated with the 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park) using the broader consequence types, specifically to include people (safety) and reputation and present the findings to the next Audit Committee meeting; and
3. **NOTES** the proposed amendments to the City's Risk Management Policy, which will be subject to public notice and formal adoption by Council and **NOTES** that the Risk Management Policy and Procedure report was deferred to the next Audit Committee meeting;
4. **APPROVES** the Internal Audit Program 2021/22 – 2023/24 (noting the amendment) and **NOTES** that the Chief Executive Officer will engage a suitably qualified auditor to undertake the audits in accordance with the Internal Audit Program 2021/22 – 2023/24.
5. **NOTES** the findings from Office of the Auditor General's Application Controls Audit 2021;
6. **NOTES:**
 1. the status of the City's Audit Log as at 27 April 2021, at Attachment 1 and as summarised in the table below;
 2. **NOTES** that the completion date for the below items was previously extended:
 - 2.1 EA:2020/10 (1) (a) and (b) Office of the Auditor General Information Systems Audit – Confidential – extended from February 2021 to August 2021 and now on track for completion;
 - 2.2 EA:2020/10 (11) Office of the Auditor General Information Systems Audit – Confidential – extended from January 2021 to August 2021 and now on track for completion; and
 - 2.3 EA:2020/10 (12) Office of the Auditor General Information Systems Audit – Confidential – extended from February 2021 to December 2021, as it has been planned as a staged approach.
 3. **APPROVES** the amendment to the proposed completion date for the following items:
 - 3.1 EA:2019/7 Office of the Auditor General's Performance Audit 2019 - Fraud Prevention in Local Government - Findings and Recommendations – was proposed for closure at the 2 March 2021 meeting but reinstated until training has been completed. Due for completion May 2021; and
 - 3.2 EA:2020/10 (20) Office of the Auditor General Information Systems Audit – Business Continuity Plan – Testing was extended from March 2021 to April 2021 and now on track for completion.

PURPOSE OF REPORT:

To report to Council the proceedings of the Audit Committee at its meeting held on 4 May 2021 in accordance with clause 2.21(1) of the City's Meeting Procedures Local Law 2008.

BACKGROUND:

The City's Audit Committee is a statutory committee of Council, established in accordance with section 7.1A of the *Local Government Act 1995*. The role of the Audit Committee is to provide independent advice and assurance to Council over the City's risk management, internal controls, legislative compliance and financial management.

The Audit Committee meets approximately every two months and comprises of three external independent members (one of which is the Audit Committee Chair) and four Elected Members.

DETAILS:

At its meeting on 4 May 2021 the Audit Committee considered five agenda items as follows:

- 5.1 Review of the City's Corporate Risk Register
- 5.2 Amendments to the City's Risk Management Policy and Procedure
- 5.3 Internal Audit Program 2021/22 - 2023/24
- 5.4 Auditor General's Application Controls Audits 2021
- 5.5 Review of the City's Audit Log
- 5.6 Review of Office of the Auditor General's Regulation of Consumer Food Safety by the Department of Health
- 5.7 Report on the non-structural risks associated with the City's ageing sporting infrastructure assets

Details of the agenda items are set out below.

5.1 Review of the City's Corporate Risk Register

The City's Corporate Risk Register was presented for discussion, noting the addition of three medium risks and two high risks. An additional recommendation was moved, requesting that the City undertake a reassessment of the risks associated with the 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park) using the broader consequence types, specifically to include people (safety) and reputation and present the findings to the next Audit Committee meeting.

5.2 Amendments to the City's Risk Management Policy and Procedure

The proposed Risk Management Policy and Procedure were presented for discussion. The Audit Committee suggested some amendments to the Policy and then voted to defer the policy to the next Audit Committee meeting.

5.3 Internal Audit Program 2021/22 - 2023/24

The draft Internal Audit Program was presented for discussion. The Audit Committee recommended that the City engage a safety risk expert to do an independent assessment of the current risk controls for the 3 grandstand facilities (Leederville Oval, Litis Stadium and Beatty Park) and present the findings to the next Audit Committee meeting.

5.4 Auditor General's Application Controls Audits 2021

The findings from the Office of the Auditor General's Application Controls Audit 2021 were tabled and discussed.

5.5 Review of the City's Audit Log

A summary of the items completed and ongoing as at 4 May 2021 is below. No items were added to the Audit Log at this meeting.

A summary of the Audit Log items is below, including the risk rating:

Audit Log Items	Total	Significant	High	Moderate	Minor
Closed at 2 March 2021	9				
Open at 4 May 2021	22	1	1	9	11

Confidential items open at 4 May 2021	11	1	1	9	0
Complete at 4 May 2021	15	0	0	5	10
New items at 4 May 2021	0				
Items outstanding for 18 months + from original due date	0				

2 The two current significant items are:

1. EA: 2020/12 (14) Office of the Auditor General – Financial Audit – Access Levels within Authority; and
2. EA: 2020/12 (18) Office of the Auditor General – Financial Audit – Adverse trends in financial ratios.

5.6 Review of Office of the Auditor General's Regulation of Consumer Food Safety by the Department of Health

The OAG report was reviewed. The scope of the audit and recommendations are specific to the Department of Health, not Local Government. The City has no response to provide.

5.7 Report on the non-structural risks associated with the City's ageing sporting infrastructure assets

This report was delayed to the 29 June 2021 Audit Committee meeting, due to a lack of resources meaning it was not possible to compile the required information in time for the 4 May 2021 meeting.

There were three items of General Business, as below:

6.1 E-Permit privacy review

The new e-permit system raised the broader issue of the City's holding of data of residents. Some residents who are eligible for parking permits had queried how the data was kept, maintained and deleted.

The CEO advised that vehicle movements are not tracked by the e-permits system. Rangers use the system on to check if a license plate is registered for a valid permit. There was a discussion on the City's adoption of the Australian Privacy Principles to guide access, use, disclosure and retention of information collected by the City. Upcoming work will include increasing staff awareness and training on the privacy principles.

6.2 Tender evaluation and assessment process

A question has been raised about the amount and level of detail provided to Council as part of a tender evaluation panel's report to Council for approval. The City has confirmed with WALGA that its current tender evaluation process and reporting to Council was in line with industry best practice. It was requested that the City contact the Department of Local Government, Sport and Cultural Industries for further advice on tender evaluation and what information should be provided to Council. Administration is benchmarking its tender evaluation process against other Councils and is reviewing the level of detail provided in the report to Council. Further advice on this will be provided to the Audit Committee.

6.3 Next meeting

Cr Topelberg and Cr Gontaszewski will be on leave of absence for the next meeting. The City is to investigate rescheduling the next meeting to 8 or 15 June 2021, so that quorum will be achieved.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Clause 2.21 of the City's Meeting Procedures Local Law 2008 states that the report and minutes of a Committee meeting are to be provided to Council.

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

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to consider the report and minutes of the Audit Committee meeting on 4 May 2021.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

This is not in keeping with any of the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.



CITY OF VINCENT

MINUTES

Audit Committee

4 May 2021

Table of Contents

1	Introduction and Welcome	3
2	Apologies / Members on Approved Leave of Absence	3
3	Declarations of Interest	3
4	Confirmation of Minutes	4
5	Business Arising	5
5.2	Amendments to the City's Risk Management Policy and Procedure	5
5.1	Review of the City's Corporate Risk Register	6
5.3	Internal Audit Program 2021/22 - 2023/24	7
5.4	Auditor General's Application Controls Audits 2021	8
5.5	Review of the City's Audit Log	9
5.6	Review of Office of the Auditor General's Regulation of Consumer Food Safety by the Department of Health	10
5.7	Report on the non-structural risks associated with the City's ageing sporting infrastructure assets	11
6	General Business	12
7	Next Meeting	12
8	Closure	13

**MINUTES OF CITY OF VINCENT
AUDIT COMMITTEE
HELD AS E-MEETING AND AT THE
ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 4 MAY 2021 AT 1.00PM**

PRESENT:	Mr Conley Manifis	Independent External Member (Chair) (electronically, left at 3.00pm during item 6.1)
	Cr Joshua Topelberg	South Ward
	Cr Ashley Wallace	South Ward
	Mr Robert Piper	Independent External Member (electronically)
	Cr Susan Gontaszewski	South Ward (electronically, left meeting 2.55pm during item 6.1)
at	Mr Aaron Smith	Independent External Member (electronically)
IN ATTENDANCE:	David MacLennan	Chief Executive Officer
	Virginia Miltrup	Executive Director Community & Business Services
	Andrew Murphy	Executive Director Infrastructure & Environment
	Vanisha Govender	Executive Manager Financial Services
	Jordan Korovesi	A/Executive Manager Corporate Strategy & Governance
	Emily Williams	Senior Land and Legal Advisor
	Wendy Barnard	Council Liaison Officer

1 INTRODUCTION AND WELCOME

The Presiding Member, Conley Manifis, declared the meeting open at 1.01pm and read the following Acknowledgement of Country statement:

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

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Dan Loden was an apology at this meeting.

3 DECLARATIONS OF INTEREST

Conley Manifis declared an impartiality interest. The extent of his interest is that his company is contracted by the Office of the Auditor General to complete external audits. He also declared that he does work for the Town of Bassendean.

4 CONFIRMATION OF MINUTES**COMMITTEE DECISION**

Moved: Cr Gontaszewski, **Seconded:** Mr Smith

That the minutes of the Audit Committee held on 2 March 2021 be confirmed.

CARRIED UNANIMOUSLY (6-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith

Against: Nil

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5 BUSINESS ARISING**5.2 AMENDMENTS TO THE CITY'S RISK MANAGEMENT POLICY AND PROCEDURE**

- Attachments:**
1. Risk Management Policy - amended (in mark-up) 
 2. Risk Management Procedure - draft 

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. **APPROVES** the amendments to the City's Risk Management Policy, as at Attachment 1, which will be subject to public notice and formal adoption by Council; and
2. **NOTES** the new Risk Management Procedure as at Attachment 2.

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

That the recommendation be adopted.

Administration note: a number of amendments were proposed to the Risk Management Policy during discussion of this item, including:

1. under the section of the Policy titled 'Policy', an additional point be added as follows:

'Ensure that an appropriate level of expertise is sought in relation to risk classification.'
2. an additional heading is inserted in the Policy titled 'Implementation' with the following content:
'Any changes to this Policy will be applied to the City's existing Risk Register within 60 days of the Policy being amended.'
3. in the Risk Classification Matrix at Attachment 2 of the Policy, the proposed amendment from High to Medium risk under the catastrophic column should not proceed and the risk should remain as High.

These amendments will be made to the Policy for presentation at the next meeting.

DEFERRED

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

That the motion be deferred until the probability timescale classification in the likelihood table can be clarified.

CARRIED UNANIMOUSLY (6-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith


Against: Nil

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5.1 REVIEW OF THE CITY'S CORPORATE RISK REGISTER

- Attachments:
1. Corporate Risk Register - as at 8 October 2020 
 2. Corporate Risk Register - Confidential Items - Confidential

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. RECEIVES the City's Corporate Risk Register as at 8 October 2020, at Attachment 1; and
2. APPROVES the proposed risk management actions for the high and extreme risks.

Moved: Cr Gontaszewski, Seconded: Cr Wallace

That the recommendation be adopted.

AMENDMENT

Moved: Mr Piper, Seconded: Mr Smith

That the recommendation be amended as follows:

RECEIVES the City's Corporate Risk Register as at 8 October 2020, at Attachment 1 **with the following amendment;**

That the City undertake a reassessment of the risks associated with the 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park) using the broader consequence types, specifically to include people (safety) and reputation and present the findings to the next Audit Committee meeting; and

AMENDMENT CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith

Against: Nil

(Cr Loden was an apology for the Meeting.)

COMMITTEE DECISION ITEM 5.1

That the Audit Committee recommends to Council that it:

1. RECEIVES the City's Corporate Risk Register as at 8 October 2020, at Attachment 1 with the following amendment;

That the City undertake a reassessment of the risks associated with the 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park) using the broader consequence types, specifically to include people (safety) and reputation and present the findings to the next Audit Committee meeting; and

2. APPROVES the proposed risk management actions for the high and extreme risks.

CARRIED UNANIMOUSLY (6-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith

Against: Nil

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5.3 INTERNAL AUDIT PROGRAM 2021/22 - 2023/24

Attachments: 1. Internal Audit Program 2021/22 - 2023/24 - draft 

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. APPROVES the Internal Audit Program 2021/22 – 2023/24, as at Attachment 1; and
2. NOTES that the Chief Executive Officer will engage a suitably qualified auditor to undertake the audits in accordance with the Internal Audit Program 2021/22 – 2023/24.

Moved: Cr Gontaszewski, Seconded: Mr Piper

That the recommendation be adopted.

AMENDMENTMoved: Mr Piper, Seconded: Cr Gontaszewski

That a recommendation be added as follows:

3. REQUESTS the City engage a safety risk expert to complete an independent assessment of risk controls currently in place for the 3 grandstand facilities (Leederville Oval, Litis Stadium and Beatty Park) and present the findings to the next Audit Committee meeting.

AMENDMENT CARRIED (6-0)**For:** Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith**Against:** Nil

(Cr Loden was an apology for the Meeting.)

COMMITTEE DECISION ITEM 5.3

That the Audit Committee recommends to Council that it:

1. APPROVES the Internal Audit Program 2021/22 – 2023/24, as at Attachment 1; and
2. NOTES that the Chief Executive Officer will engage a suitably qualified auditor to undertake the audits in accordance with the Internal Audit Program 2021/22 – 2023/24.
3. REQUESTS the City engage a safety risk expert to complete an independent assessment of risk controls currently in place for the 3 grandstand facilities (Leederville Oval, Litis Stadium and Beatty Park) and present the findings to the next Audit Committee meeting.

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

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5.4 AUDITOR GENERAL'S APPLICATION CONTROLS AUDITS 2021

Attachments: Nil

RECOMMENDATION:

That the Audit Committee recommend to Council that it:

1. NOTES the findings from Office of the Auditor General's Application Controls Audit 2021.

COMMITTEE DECISION ITEM 5.4Moved: Cr Topelberg, Seconded: Cr Wallace

That the recommendation be adopted.


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

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5.5 REVIEW OF THE CITY'S AUDIT LOG

- Attachments:
1. Audit Log as at 27 April 2021 
 2. Confidential Audit Log as at 27 April 2021 - Confidential

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. NOTES the status of the City's Audit Log as at 27 April 2021, at Attachment 1 and as summarised in the table below;
2. NOTES that the completion date for the below items was previously extended:
 - 2.1 EA:2020/10 (1) (a) and (b) Office of the Auditor General Information Systems Audit – Confidential – extended from February 2021 to August 2021 and now on track for completion;
 - 2.2 EA:2020/10 (11) Office of the Auditor General Information Systems Audit – Confidential – extended from January 2021 to August 2021 and now on track for completion; and
 - 2.3 EA:2020/10 (12) Office of the Auditor General Information Systems Audit – Confidential – extended from February 2021 to December 2021, as it has been planned as a staged approach.
3. APPROVES the amendment to the proposed completion date for the following items:
 - 3.1 EA:2019/7 Office of the Auditor General's Performance Audit 2019 - Fraud Prevention in Local Government - Findings and Recommendations – was proposed for closure at the 2 March 2021 meeting but reinstated until training has been completed. Due for completion May 2021; and
 - 3.2 EA:2020/10 (20) Office of the Auditor General Information Systems Audit – Business Continuity Plan – Testing was extended from March 2021 to April 2021 and now on track for completion.

COMMITTEE DECISION ITEM 5.5

Moved: Cr Wallace, Seconded: Mr Piper

That the recommendation be adopted.

CARRIED UNANIMOUSLY (6-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper, Cr Gontaszewski and Mr Smith

Against: Nil

(Cr Loden was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

4 MAY 2021

5.6 REVIEW OF OFFICE OF THE AUDITOR GENERAL'S REGULATION OF CONSUMER FOOD SAFETY BY THE DEPARTMENT OF HEALTH**Attachments: Nil**

The scope of the audit and recommendations are specific to the Department of Health, not Local Government. The City has no response to provide.

AUDIT COMMITTEE MINUTES4 MAY 2021

5.7 REPORT ON THE NON-STRUCTURAL RISKS ASSOCIATED WITH THE CITY'S AGEING SPORTING INFRASTRUCTURE ASSETS**Attachments: Nil**

This report will be presented to the 29 June 2021 Audit Committee Meeting. The reason for the delay is that a lack of resources, coupled with a high workload, meant it was not possible to compile the required information in time for the 4 May 2021 meeting.

AUDIT COMMITTEE MINUTES

4 MAY 2021

6 GENERAL BUSINESS**6.1 E-Permit privacy review**

The new E-Permits system raised the broader issue of the City's holding of personal information of residents and their guests. Some residents who are eligible for parking permits had queried how the data was kept, maintained and deleted.

The CEO advised that vehicle movements are not tracked by the E-Permits system. Rangers use the system to check if a license plate is registered for a valid permit.

There was discussion on the City's recent decision to use the Australian Privacy Principles (APPs) to guide access, use, disclosure and retention of personal information collected by the City. This currently includes a review of some ePermits procedures and how the software vendor stores and disposes of data collected.

The City will use the APP for a privacy framework review, including policy redevelopment, nomination of Privacy Officers and staff training and awareness of privacy principles.

6.2 Tender evaluation and assessment process

Elected Members have requested that when large tenders are presented to Council for approval, the top three potential tenders' evaluation information is attached to the Agenda. The City's current procedure for submitting tender evaluations to Council has been reviewed to WALGA who confirmed that it is in line with best practice.

It was requested that the City contact the Department of Local Government, Sport and Cultural Industries for further advice on tender evaluation and what information should be provided to Council. A report on the tender process, paperwork and assessment should be submitted to the next Audit Committee meeting.

6.3 Next meeting

Cr Topelberg and Cr Gontaszewski will be on leave of absence for the next meeting. The City is to investigate rescheduling the next meeting to 8 or 15 June 2021, so that quorum will be achieved.

7 NEXT MEETING**29 June 2021**

- External Audit (OAG) Entrance Meeting.
- Report on the non-structural risks associated with the City's ageing sporting infrastructure assets (report to detail the financial, reputational and strategic risks relating to the non-structural elements of these assets).
- Review of number and composition of audit committee members and reimbursement of external members.
- Review of Audit Log.
- Review of Corporate Risk Register.
- Fraud Update and Emerging Issues – Governance, Risk and Compliance
- OAG Performance Audit and Other Audit / Best Practice Recommendations
- Tender Evaluation and Assessment Process.
- Reassessment of the risks associated with the 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park) using the broader consequence types, specifically to include safety and reputation.
- Safety risk expert report on risk controls for the 3 grandstand facilities (Leederville Oval, Litis Stadium and Beatty Park).
- Amendments to the City's Risk Management Policy and Procedure, attendance/input by RiskWest in regard to determining probability/likelihood frequency for likelihood criteria matrix.

AUDIT COMMITTEE MINUTES4 MAY 2021

8 CLOSURE

There being no further business the meeting closed at 3.07pm.

These Minutes were confirmed at the 29 June 2021 meeting of the Audit Committee as a true and accurate record of the Audit Committee meeting held on 4 May 2021

Signed: Mr Conley Manifis

Dated



CITY OF VINCENT

ATTACHMENTS

Audit Committee


4 May 2021

Table of Contents


5.1	Review of the City's Corporate Risk Register	
	Attachment 1 Corporate Risk Register - as at 8 October 2020	5
5.2	Amendments to the City's Risk Management Policy and Procedure	
	Attachment 1 Risk Management Policy - amended (in mark-up)	9
	Attachment 2 Risk Management Procedure - draft.....	19
5.3	Internal Audit Program 2021/22 - 2023/24	
	Attachment 1 Internal Audit Program 2021/22 - 2023/24 - draft.....	29
5.5	Review of the City's Audit Log	
	Attachment 1 Audit Log as at 27 April 2021	37

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021



CITY OF VINCENT




CITY OF VINCENT CORPORATE RISK REGISTER

Risk Category	Risk Description	Comment	Impact Analysis			RISK MANAGEMENT		Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	ACCOUNTABILITY		Risk Owner	Timetable	Assurances available	Last updated									
			Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)				Direction of further RM														
Finance, Procurement and Contracts																									
Any additional row can only be added below this row																									
Procurement for facilities (Beatty Park Leisure Centre)	Ineffective procurement processes and management of suppliers resulting in a lack of supplies / parts (i.e. chemicals) which impacts use of pool / pool safety		1	5		M	Building good relationship with suppliers, review alternative suppliers, ensure invoices are processed in a timely fashion - have a stock of chemicals, have an emergency plan	1. Stockpile chemicals - Complete 2. build relationships with suppliers - Complete, continue during procurement and new contract setup 3. Complete supplier/contract management - complete, but ongoing review required	Strong - Continue to liaise with suppliers and finalise supplier agreements.	Y	M	Review supply contracts regularly	CEO (report to Executive Management Committee)	Complete	Review contracts yearly	08-Oct-20									
Supplier / contract management	There is a risk that inappropriate contract management in respect to initiation and management of contract with suppliers may result in the City's interests not being protected or the contract terms not being filled resulting in financial losses to the City		5	2		H	Limited controls. Use of some Australian standard contracts. Procurement training provided and procurement policy communicated to all staff.	1. develop contract management framework, train staff in use and communicate - December 2020 2. develop contract register - consultant currently preparing - June 2020 3. update the contract template / use WALGA / AS templates - December 2020 4. monitor compliance with the framework and use of templates - December 2020	Strong	N	M	Need adequate resourcing	Council (report to Audit Committee)	1. 01-Dec-20 2. 01-Jan-20-Complete 3. 30-Dec-20 4. 30-Dec-20	Monitoring of contracts register and procurement processes ongoing	08-Oct-20									
Major project management	Large number of projects, limited resources and ineffective management of projects resulting in financial losses and potentially poor project outcomes for the City		5	2		H	New project management framework and project prioritisation in place, but in early stage of adoption.	1. continue implementation of framework - review currently underway. 2. staff training on implementing framework - June 2020 - delayed to Dec 2020 due to COVID 3. Ensuring timely reporting and accountability by staff - June 2020. 4. Ongoing prioritisation of existing projects. New CSP has identified 26 strategic projects. These will be reported on monthly internally and quarterly to Council	Medium	Y	M	Review number and priority of projects against available resources and capacity	Council (report to Audit Committee)	1. Ongoing 2. 01-Jun-20-30 Dec 2020 3. Ongoing 4. Ongoing	review of the application of the framework will be included in the internal audit plan, and will form part of other internal and external compliances audits	08-Oct-20									
Financial stability, sustainability & reporting	Poor financial and management reporting regime leads to ineffective financial management and results in insufficient resources to operate the City effectively		4	4	Roads to Recovery Breach and Asset Sustainability Ratio have financial implications for the City - therefore currently this is a high risk based on financial consequence	H	No current controls. Noted that City currently has ability to borrow funds.	1. Developing an accurate and updated LTFF which will be adopted by Council. Complete 2. Will commence comprehensive monthly reporting covering cash flow management as well as relevant financial metrics 3. Will assess financial sustainability as part of the development of the City's strategic priorities and masterplans 4. Will report on financial sustainability to the Audit Committee.	Strong	Y	M		Council (report to Audit Committee)	All 30 June-2020 All ongoing LTFF adopted 18 Aug 2020		08-Oct-20									
Asset, sustainability and environment management																									
Any additional row can only be added below this row																									
Inadequate asset management	Inadequate asset management, including accountabilities, controls, framework, accountability and inadequate systems to record and interrogate data to inform Asset renewal programs will result in poor asset management outcomes - financial loss and reputational damage	Event - asset failure Impact - financial losses, reputational damage	5	4		E	Using alternative systems such as spreadsheets, Paywise Annual review of asset renewal plans regular engagement with internal and external stakeholders	1. Allocate additional resources to adequately assess and report on key risks. 2. Continue investigating an Asset Management System in conjunction with the current review of the City's Corporate IT Systems 3. Table auditor's report on condition of assets at EMC and Audit Committee 4. Establish asset specific accountability processes and procedures.	Weak - as only investigating the system/framework	N	H	Determine what asset management strategy is appropriate and implement it	Council (report to Audit Committee)	01-Dec-20		08-Oct-20									
Asbestos management	Inadequate framework to manage the risk in respect to asbestos on City owned or managed land, or land adjoining this, will leave the City vulnerable to staff and community harm resulting in financial loss and reputational damage		3	3		M	LGIS has prepared an asbestos register, and has development an asbestos management framework in accordance with the legal advice received.	1. Finalise and implement the asbestos management framework, and communicate to staff. 2. Develop actions based on gaps identified in framework.	Medium - Investment in OSH/Reporting/workflow technology to reduce risk even further.	Y	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20									
Aging / unsafe assets (Leederville Oval grandstand)	Emerging safety risk associated with Leederville Oval grandstand - buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	3	3		M	Essential maintenance is carried out, budget permitting. \$3,000 is allocated in 20/21 budget for essential electrical works.	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income.	Medium - relies on budget for the works	N	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20									

1


AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021



CITY OF VINCENT

CITY OF VINCENT CORPORATE RISK REGISTER




Risk Category	Risk Description	Comment	Impact Analysis			Actual Risk	RISK MANAGEMENT		Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	ACCOUNTABILITY				
			Likelihood	Consequence	Remarks		Current Risk Management Strategy (what happens now)	Risk Management Actions (RMA)				Direction of further RM	Risk Owner	Timetable	Assurances available	Last updated
Aging / unsafe assets (Beatty Park grandstand)	Emerging safety risk associated with Beatty Park grandstand, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	3	3		M	Essential maintenance is carried out, budget permitting. Money allocated in 2020/21 budget for essential works at Beatty Park Grandstand.	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income. 3. Beatty Park 2062 Option Project will identify future use and upgrade options and costs.	Medium - relies on budget for the works	N	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20
Aging / unsafe assets (Littis Stadium grandstand and buildings)	Emerging safety risk associated with Littis Stadium grandstand and buildings, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	3	3		M	Essential maintenance is carried out, budget permitting. Grandstand and some buildings proposed for demolition.	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income.	Medium - relies on budget for the works	N	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20
Any additional row can only be added above this row																
OH&S, employment practices																
Any additional row can only be added below this row																
Succession planning	Neglect of succession planning may result in a key person leaving the City, making City operationally vulnerable resulting in inefficient and ineffective operations, not meeting stakeholder needs.		2	3		M	Some work instructions	Continue developing corporate process management framework and develop a succession planning framework.	Strength - Once succession planning framework is completed for critical positions, risk will be low.	Y	L	Succession planning framework to be developed in 2021 per HR Strategy House.	CEO (report to Executive Management Committee)	30/04/2021 1 Dec 2020		08-Oct-20
Safety and security practices for staff	Staff working alone, after hours works, accessing building sites and/or private property, negative interaction with members of the community. Lack of comprehensive risk management in respect to safety practices leads to a lack of understanding of the appropriate training needs and potentially inadequate action against risks.		2	4		M	Staff training, patron education, emergency equipment provision and safety audits. Follow working alone procedures, toolbox weekly for handover, vehicle handover and audit of PPE, GPS monitoring enabled enforcement and communication devices. Regular reporting of incidents to foster safety awareness culture.	1. Review of safety management plan and systems 2. Identify high risk positions 3. Identify gaps in OH&S procedures 4. Refer to OH&S Committee	Medium	Y	M	Note that this risk depends on behaviour of public - which City can not control. So remains medium risk.	Council (report to Audit Committee)	30-Dec-20		08-Oct-20
Volunteer and contractor management	There is a risk that inappropriate contract management in respect to contractor/volunteer induction and adherence to COV policies and procedures is not appropriately applied to leaving the City vulnerable to contractor/volunteer injury and legal action.		3	3		M	Induction process in place for Contractors, it does rely on the staff who get the contractors in to complete the induction and educate on policies and procedures.	1. Implement a centralised induction system to induct all contractors and volunteers. Ensure all contractors and volunteers have completed mandatory training/compliance (one off compliance training or yearly/bi-yearly) 2. Monitoring contractors and volunteer remittance	Strong - Implementation of a orientation and induction program	Y	L	Budget confirmed for online induction and orientation system and framework currently being developed by April 2020	CEO (report to Executive Management Committee)	30-Jun-20	Annually	08-Oct-20
Any additional row can only be added below this row																
Business service disruption																
Any additional row can only be added below this row																
Disaster Recovery Plan & Business Continuity Management for Beatty Park Leisure Centre	Building or pool failure leading to an unexpected closure of part or whole of facility may lead to not meeting shareholder expectations and experiencing financial losses.		3	3		M	Asset audits, maintenance programs in place and reviewed regularly, communication strategies for any shutdowns	Locate/create BCP for Beatty Park	Medium - Need to increase Audit of Assets and put plan in place for maintenance including contracts and agreements	Yes - note that Medium risk as plant failure can still occur despite strategies	M	No further action	CEO (report to Executive Management Committee)	01-Jul-20		08-Oct-20
Emergency Management (interagency)	Ineffective collaboration with agencies results in a poor relationship and ineffective cooperation regarding emergency management leading to ineffective disaster management with an impact of extended service outages, worsened disaster outcomes		2	4		M	Local emergency management arrangements are in place with City of Perth and Western Central Councils	1. Provide additional training for relevant staff members and community agencies. 2. Working towards implementation of exercises with WC LEMC	Strong	Y	L	Conduct 4 desktop exercises per year	CEO (report to Executive Management Committee)	01-Sep-20	Audit of arrangements and the number of desktop exercises per year	08-Oct-20
Critical incident response - Power outage to ICT server room	A lack of power to the on premise ICT systems though extended power outages will result in a failure after 1-2 hours of reserve power supply. If reserve power fails or cannot continue to be supplied, staff will lose access to all electronic systems, potentially leading to loss of data and service levels		2	3	Risk likelihood based on Admin Centre not being available to staff.	M	1. On-premise Back-up server with some offsite copies 2. Restoration of File servers, Email, Authority and Content Manager within 2 days. Up to 1 day data loss.	ICT Strategy House D19/98015 identifies several cloud-first objectives to mitigate server room dependency. July-2020: Offsite business systems (incl. telephony) on standby that can "go live" for 1 day data loss. 2021/2022: File, email, records and core business system to move to cloud solutions. Depot/remote access continuous, no data loss.	Strong	Y	L	Link to BCP and BIA - need to understand the business service continuity needs	CEO (report to Executive Management Committee)	01-Jul-20 2021/22	Audit of the systems and server	08-Oct-20


2

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021




CITY OF VINCENT




CITY OF VINCENT CORPORATE RISK REGISTER

Risk Category	Risk Description	Comment	Impact Analysis			RISK MANAGEMENT		Risk Management Actions (RMA)	Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	Direction of further RM	ACCOUNTABILITY			
			Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)						Risk Owner	Timetable	Assurances available	Last updated
Primary site Internet outage	Loss of Internet will result in reduced staff access to business systems including web, email and cloud-based systems resulting in reduced or non compliance with service levels.	Impact - service outages	3	2	Communication Links review completed in 2019 to enable redundant architecture decisions. Minor consequence considered Minor due to current limited use of spatial layers by staff. Public spatial layers have minimal data likely to cause more than Minor	M	1. Internet-based systems accessible via 4G-enabled tablets. 2. 2 x 4G Wi-Fi dongles available to business teams for up to 15 staff each. 3. Offsite backup to Library remains operational.	July-2020: Redundant Internet supply (and supporting security infrastructure including firewalls) implemented. Up to 1 hour outage.	Strong	Y	L		CEO (report to Executive Management Committee)	01-Jun-20		08-Oct-20
Mapping data	Inaccurate mapping data may lead to poor or incorrect business decisions and possible safety issues resulting in financial loss to the City and potential harm to the community		4	2		M	GIS contract resource onsite fortnightly to respond to any data issues raised by staff.	April-2020: GIS and Assets officer is being recruited in 2019/2020 and this will help mitigate this risk.	Strong	Y	L	Dependant on additional resources.	CEO (report to Executive Management Committee)	01-Jul-20	Process to check GIS updates and verify data	08-Oct-20
Cyber Security	The City suffers a material breach of information security through ineffective protocols and processes	This is trending as an escalating risk in many organisations	3	4	Technical Security Review completed against Australian Signals Directorate "Essential 8". For Technical Security Review and current action item status, see D19/128564	H	Anti-virus software deployed for computers, web traffic and email filtering.	July-2020: ongoing staff awareness training; upgraded anti-virus software for computers and email filtering; new anti-virus software for server environment; data loss protection config in Office 365 for external file sharing; data loss protection controls are being deployed as part of Office 365 implementation - to be completed in 2019/2020; multi-factor authentication for Office 365 and remote access.	Strong	Y	M		Council (report to Audit Committee)	01-Jul-20		08-Oct-20
COVID-19 pandemic	Disruption to City service delivery, local business and community group operations and staff and community well being	Global pandemic, declared state emergency and public health emergency	4	3	City has very limited capacity to control risk due to global nature	H	COVID-19 Relief and Recovery Committee formed, strategy and action plan developed and being implemented, staff working from home, public health directives are being implemented, community support is being provided, City's operations being reviewed	Implement COVID-19 Relief and Recovery Strategy - all risk management actions are encompassed within this document	Strong	Y	H	The Strategy and Implementation Plan are being updated every week	Council (report to Audit Committee)	Ongoing	Administration is accountable to the COVID-19 Relief and Recovery Committee	08-Oct-20
Any additional row can only be added above this row																
Governance, misconduct and fraud																
Any additional row can only be added below this row																
Corporate governance / legislative compliance	Lack of an effective governance framework and culture, including risk management, leads to complacency in corporate governance, risk management and legislative compliance, potentially resulting in a failure to comply with legislative requirements and poor decision making		3	3		M	1. Governance team undertakes manual checks to ensure legislative compliance and communicates governance principles and legislative requirements to organisation. 2. Audit Log monitors some financial and audit related risks, and improvements required, and is reported to EMC monthly and to Audit Committee. 3. Currently no clear documentation of requirements.	1. Compliance calendar and Governance Framework is being developed and will be communicated to all staff - August 2020 2. Internal audit plan and improvement plan are being reviewed and will be reported to Audit Committee (will be informed by reg 17 review) - November 2020 3. Regulation 17 review being undertaken in 2020 (internal controls, legislative compliance and risk management) - September 2020	Strong RMA once implemented, however, resourcing required to implement actions identified by previous reg 17 review (improvement plan) and implement a compliance calendar, and ongoing monitoring / compliance checks.	N	M		CEO (report to Executive Management Committee)	1. Complete - adopted 18 August 2020 2. Nov-2020- Internal Audit Plan to be prepared by March 2021 3. Sept-20- Complete	1. reg 17 review 2. planned internal audit 3. Compliance calendar creates checklist 4. Audit Log is reported to EMC and Council	08-Oct-20
Fraud Risk Management	A lack of coordinated approach to identification, mitigation, management and monitoring of fraud, through a fraud risk framework increases the risk of fraud occurring potentially leading to reputational damage, and financial losses		4	3	Initial consideration by City has identified following fraud risk areas: 1. Payroll 2. Theft (property / money) 3. Credit card use 4. Procurement (invoices)	H	1. A number of fraud risks have been identified as a result of the OAG's Fraud Performance Audit in 2019, which recommended that the City have a coordinated approach to fraud management and a mechanism for reporting fraud. 2. These items are being actioned and progress is reported to Audit Committee. 3. Procurement risks are managed by two level approval process for purchases. 4. Note, No specific current policies & procedures to prevent, detect and respond to fraud other than step 3 above	1. Develop and communicate a fraud risk management plan, and provide staff training December 2020 (consultant to be engaged). 2. Testing for fraud will form part of the internal audit plan, and random checks will be undertaken by procurement. - December 2020 3. Recruitment and selection process review - April 2020 4. Procurement review supplier verification - June 2020	Strong RMA, however, fraud risks must first be comprehensively identified and resourcing required to develop plan, train staff and undertake fraud testing / internal audits	N	M		Council (report to Audit Committee)	1. 30-Jun-20 2. 01-Dec-20 3. 01-Apr-20 4. 01-Jun-20	Audit Log is reported to EMC and Council, random checks on transactions, inventory and processes (e.g. HR and payroll)	08-Oct-20
Policies & Procedures	Outdated policies, procedures and controls leads to a failure to properly execute on its mandate and protect its assets leading to errors, omissions and delays in service delivery		3	2		M	1. Policies are reviewed and updated on an ad hoc basis. 2. New template, Policy Development and Review Policy and Policy Review Plan being prepared 3. Council approval of policies is required, which functions as a form of control.	1. Finalise and implement the policy review plan - September 2020 2. Develop guidance on policy content - new Policy Development and Review Policy - Council approval required, align with SCP objectives - September 2020 3. Communicate to all staff - October 2020 4. process improvement - Continue trialling the use of a corporate process management	Strong	Yes, policy review plan and framework will provide clear guidance on policy requirements and drafting. Corporate Process Management is assisting with process documentation	M		CEO (report to Executive Management Committee)	1. 01-Sept-20 2. 01-Sept-20 3. 01-Oct-20 4. 01-Dec-20	Internal audit on policies and procedures, and their operational effectiveness	08-Oct-20

3



CITY OF VINCENT



CITY OF VINCENT CORPORATE RISK REGISTER

Risk Category	Risk Description	Comment	Impact Analysis			RISK MANAGEMENT		Risk Management Actions (RMA)	Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	ACCOUNTABILITY				
			Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)					Direction of further RM	Risk Owner	Timetable	Assurances available	Last updated
Complex land management / maintenance requirements	Management and maintenance of City controlled land within the Swan River Foreshore, Aboriginal Heritage Sites and Development Control Areas		3	3	Urgent remediation path works at Banks Reserve undertaken in Feb 2019, no s 18 consent obtained. Caution issued by DPLH, may result in reputational damage, and if further non-compliances occur that could adversely impact relationship with DPLH	M	No formalised approach/ checklist for ensuring compliance with legislation relevant to works / management of land within the Swan River Foreshore, Development Control Area or Aboriginal Heritage Site.	1. Governance to develop a checklist of approvals required and communicate to relevant staff - December 2020 2. DPLH (Director of Heritage) to present to relevant staff on changes to Aboriginal Heritage Act and explain approval process - by December 2020	Strong	Y	L		CEO (report to Executive Management Committee)	Dec-20	Annual review of process.	08-Oct-20
Non-compliance with drafting requirements for local laws	Additional administrative time and costs associated with redrafting of local laws to meet legislative requirements for local laws	Drafting of new Local Government Property Local Law, Parking Local Law and Animal Local Law occurring	4	2	Joint Standing Committee on delegated legislation found errors in Parking Local Law which resulted in need for it to be repealed.	M	Drafting of local laws in line with Department of Local Government's guidelines	Discuss drafting further with Department, to ensure drafting meets Joint Standing Committee's requirements	Medium	Y	L		CEO (report to Executive Management Committee)	Jul-21		08-Oct-20
State-Wide Cladding Audit	Community safety and reputational impact associated with implementation of regulatory requirements following cladding audit undertaken by DHHS.		2	4		M	All directions to building owners are managed by the Executive Director.	Ensure safety measures are implemented where appropriate to reduce likelihood of fire events. Any further enforcement action considered by Executive Director in accordance with Risk Management Policy.	Strong	Y	L		CEO (report to Executive Management Committee)	Q2 2021		08-Oct-20
Information & Systems Management																
Authority database security - Confidential	See Confidential Log					H					L					
Vulnerability Management - Confidential	See Confidential Log					H					L					
Community Services																
Fraudulent booking/use of City facilities resulting in damage to facilities and public nuisance	There are inadequate processes in place to prevent malicious or fraudulent bookings of a City facility, which could result in misuse of a City facility and potentially damage to the facility or nuisance to the public.		4	2		M	Administration reviews each booking. Applies a bond to bookings considered high risk.	1. Requirement for photo identification for all bookings in community facilities; 2. High scrutiny and review placed on weekend bookings; 3. Updated to Terms and Conditions to include requirement for bond for bookings on weekends from 6.00pm - midnight; 4. Update of Terms and Conditions to include requirement for photo identification 5. Reduction in number of bookings approved for use on weekends between 6.00pm and midnight	Medium	Y	L		CEO (report to Executive Management Committee)	01-Dec-20	Annual review of process	08-Oct-20

RISK MANAGEMENT POLICY



Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager, Corporate Strategy and Governance.
Affected teams	All Staff.
Legislation / local law requirements	Regulation 17 of the <i>Local Government (Audit) Regulations 1996</i> .
Relevant delegations	Nil.
Related policy procedures and documents	Risk Management Procedure (D20/240006) supports this Policy – defines the systems and processes in place to facilitate good practice risk management, and assigns responsibilities for the identification, management and treatment of risks.

PURPOSE

Risk management facilitates the efficient delivery of the City of Vincent's (City's) strategic, and operational and project objectives. This Policy establishes the City's risk management approach and the risk management responsibilities of Council and Administration.

POLICY

The City supports an organisation-wide risk management approach to identify and manage risks and opportunities associated with the performance of the City's functions and the delivery of services. This Policy applies to all service and project delivery and any other decision making activities. It ensures risks are identified and understood and the risk treatment is incorporated into service unit planning and resource allocation.

The City will develop and implement effective risk management systems and processes, as further defined in the City's Risk Management Framework Procedure, that:

- Facilitate the achievement of the City's vision, strategies and objectives;
- Provide transparent and formal oversight of risks and the controls implemented, to enable effective decision making;
- Provide guidance on the level of risk versus return associated with the City's services and projects and
- Ensure risk controls and treatments (controls implemented) align with the City's risk appetite and tolerance;
- Embed appropriate and effective controls to mitigate risk;

Page | 1

Reference: D19/178366

RISK MANAGEMENT POLICY



- Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations;
- Enhance organisational resilience;
- Identify and provide for the continuity of critical operations; and
- Ensure risk management becomes part of day-to-day service and project management and processes.

Risks will be identified and managed in accordance with the risk consequence and likelihood criteria at **Attachment 1**. Risks are to be classified in accordance with the risk classification matrix at **Attachment 2**. Once classified, risks are to be managed in accordance with the risk rating at **Attachment 3**. The acceptance and treatment of risk is dependent on the risk classification and risk rating. The treatment of residual (i.e. with controls) risks classified as high or extreme (with controls) will be subject to approval review by the Audit Committee and Council.

SCOPE

This Policy applies to Council, the Audit Committee and all employees and contractors of the City of Vincent.

Responsibilities for identifying, managing and treating risks, dependant on the risk rating, is detailed in the Risk Management FrameworkProcedure.

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>.

RISK MANAGEMENT POLICY



CITY OF VINCENT

Page | 3

Reference: D19/178366

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

RISK MANAGEMENT POLICY



ATTACHMENT 1 – RISK CONSEQUENCE AND LIKELIHOOD CRITERIA

1.1 Consequence criteria

RATING	PEOPLE (SAFETY)	INTERRUPTION TO SERVICE	REPUTATION	COMPLIANCE (LEGAL & TECHNICAL)	PROPERTY	NATURAL ENVIRONMENT	FINANCIAL IMPACT	CONTRACT / PROJECT
Low (1)	Physical injuries/illnesses requiring limited first aid treatment onsite only.	Impact managed through normal City business practices. Failure of assets results in inconvenience but no material service interruption (resolved within one day).	Isolated individual's issue-based complaint with no media coverage. An incident with low impact on community trust which is covered in a community newspaper and/or has a social media profile for maximum of a day.	Breach of procedure but no noticeable regulatory or statutory impact. Minor compliance (technical or legal) breach which is not reportable and can be resolved within 24 hours.	Localised damage to City property which can be rectified by routine internal procedures and is within operating budget \$20,000 (0.035% of operating budget).	Contained, local environmental impact and/or negligible impact on heritage asset. Immediately rectifiable. Environmental damage or harm which can be contained by an internal response within 1 week, and any damage / harm can be reversed by.	Short term impact on operating funds, or financial loss less than \$20,000 (0.035% of operating budget).	Insignificant breach of contract or delay in project which has a minor impact on service delivery, consistent with 'low' rating.
	Minor injury or ailment to staff.	First aid injury or illness treated on site with < 3 days attributable lost time.	Impact requires additional City management effort or response or redirection of resources to respond. Failure of assets / disruption which results in temporary interruption which can be resolved within one week (backlog cleared within one week).	Local community impacts restricted to one area or single-issue based concerns. Public embarrassment, some impact on community trust, covered in community newspaper and/or social media profile which lasts for less than a few days.	One or more temporary non-compliances. Low or medium audit or regulator findings. More than one minor compliance breach or minor breach with potential for minor damages or monetary penalty.	Environmental damage or harm which requires additional management resources to rectify by external agencies or contractors and can be contained within 1 week, and any damage / harm can be reversed by the City's actions but can be contained and reversible.	Medium term impact on operating funds, or financial loss between \$20,001 - \$100,000 (0.035% - 0.17% of operating budget).	Minor breach of contract or delay to project which will have minor financial impact or delay service delivery, consistent with 'minor' rating.
Minor (2)	Psychological impacts treated on site.							

Page | 4

Reference: D19/178366

Formatted: Centered

Commented [HH1]: I would be minded to remove this column as the impacts are likely captured elsewhere – I ... 1

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: ... 2

Formatted: Left

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Left

Formatted: Font: Arial

Formatted Table

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: 9 pt

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Left

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: Arial

Formatted Table

Formatted: Font: 9 pt

Formatted: ... 3

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

RISK MANAGEMENT POLICY



Moderate (3)	Physical injury/illness requiring professional treatment, hospitalisation and/or lost time between 3 – 10 days.	Delays in City-critical functions, services, activities or programs, Administration subject to significant review or change, with City - critical outcomes only partially achieved. Impact requires short term significant management and organisational resources to respond. Failure of assets / disruption which results in non long term viability of the City is threatened.	Negative community impacts and concerns publicly expressed, Reduced confidence publicly expressed by community and stakeholders. Covered in community newspaper and social media profile which lasts for more than a few days, attention by regulators or state.	Short term non-compliance but with significant regulatory requirements imposed and/or significant internal audit findings. Short to medium term non-compliance which may result in prosecution / fine. Investigation may be required.	Significant damage across to City-critical properties requiring ongoing management attention for a period of up to three months (\$100,001 to \$250,000 (0.17% – 0.43% of operating budget)).	Environmental damage or harm which requires additional management resources by the City and external agencies/organisations or contractors and takes 1 week – 1 month to contain, and any damage / harm which is containable and reversible can be reversed by the City's actions.	Impact to service delivery due to impact on operating funds, or financial loss between \$100,001 to \$250,000 (0.17% – 0.43% of operating budget).	Breach of contract or delay to project which will impact service delivery or result in damages payable by the City, consistent with 'moderate' rating.
	Psychological impact requiring professional treatment, injury or ailment to staff resulting in loss of time greater than							
Major (4)	Serious physical injury/illness requiring immediate emergency response or prolonged hospitalisation.	One or more critical functions, services, activities or programs cannot be delivered. Majority of City-critical outcomes only partially achieved or a single City-critical outcome not achieved. Impact requires long term significant management and	Considerable and prolonged negative community impact and dissatisfaction publicly expressed. Criticism and loss of confidence and trust by community and stakeholders in City's processes and capabilities. Organisation's integrity in question. Significant media	Non-compliance results in cessation of City-critical services or imposed penalties. Significant external audit or regulator investigations and /or intervention. Non-compliance results in termination of services or imposed penalties to City / Staff.	Significant damage across to City-critical properties requiring ongoing additional resources and approvals to rectify (Council approval of funds required, \$250,000 – \$1 million (0.43% to 1.7% of operating budget). Period of restitution up to six months.	Environmental damage or harm which remains uncontained, for over a month and, requires a coordinated response from the City and multiple external organisations and is irreversible external agencies, but is reversible by coordinated response.	Significant impact to service delivery due to impact on operating funds, or financial loss between \$250,001 to \$1 million (0.43% to 1.7% of operating budget).	Significant changes to a project or breach of contract which may result in termination of contract and significantly impacts service delivery. Impact consistent with 'major' rating.
	Serious psychological injury requiring medium/long term professional medical treatment, counselling or ongoing							

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Left

Formatted: Font: Arial

Formatted: Normal, Left, Indent: Left: 0 cm, Right: 0 cm, Space Before: 0.2 line, After: 0.2 line, Don't add space between paragraphs of the same style, Allow hanging punctuation

Formatted: Font: Arial

Formatted Table

Formatted: Left, Indent: Left: 0 cm, Right: 0.01 cm

Formatted: Font: 9 pt

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Font: Arial

Formatted: Font: (Default) Arial

Formatted: Font: Arial

Formatted: Left

Formatted Table

Formatted: Left

Formatted: Font: Arial

Formatted: Font: 9 pt

Formatted: Left

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

RISK MANAGEMENT POLICY



CONTROLS RATING TABLE

Death or severe permanent disabilities.	Majority of City-critical functions, services, activities or programs cannot be delivered.	Significant adverse community impact and condemnation.	Non-compliance results in criminal charges or loss of City's social license to operate.	Extensive damage requiring prolonged period of restitution or complete loss of City-critical plant, equipment and building, or over \$1,000,000 (1.7% of operating budget).	Environmental damage or harm which is uncontained, requires the lead of an external organisation and is widespread across the City and irreversible.	Insufficient operating funds over sustained period, or loss of more than \$1 million (over \$1.7% of operating budget).	Major project can not be completed or critical breach of contract resulting in significant damages payable by the City or non delivery of service for extended time. Impacts consistent with 'extreme' rating.
Permanent/long term psychological damage requiring extensive remedial intervention.	Majority of City-critical outcomes not achieved. Impact cannot be managed within the City's existing resources and threatens survival of the organisation.	Consistent ongoing community loss of confidence and trust in City's capabilities and intentions.	Non-compliance results in criminal charges or significant damages or penalties to City staff.				
Extreme catastrophe (5)	Fatality to staff member, or public exposed to a hazard which is attributable to the City and results in widespread adverse health.	High widespread media/public embarrassment with significant reputational damage, widespread loss of community trust, widespread and sustained community, state and national newspaper and TV coverage and social media negative impact.					

1.2 Likelihood criteria (refer to the description or the frequency)


Level	Rating	Likelihood description	Likelihood frequency	PROBABILITY
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year	>95%
4	Likely	The event will probably occur in most circumstances	At least once per year	75-95%
3	Possible	The event should occur at some time	At least once in three years	25-75%
2	Unlikely	The event could occur at some time	At least once in ten years	5-25%
1	Rare	The event will only occur in exceptional circumstances	Less than once in 15 years	<5%

CONTROLS RATING TABLE

Page | 6

Reference: D19/178366

RISK MANAGEMENT POLICY



CITY OF VINCENT

LEVEL	DESCRIPTOR	DESCRIPTION
FE	Fully Effective	Controls are adequate, appropriate and fully effective. Overall control environment provides reasonable assurance that the risk is being managed. Control objectives are being met and no improvements to controls have been identified.
A	Adequate	A few specific control weaknesses noted however the overall control environment is adequate, appropriate and effective. Certain controls may require improvement to ensure that the overall environment will continue to operate effectively.
I	Inadequate	Numerous specific controls weaknesses or gaps were noted. Overall control environment is not adequate or effective and fails to provide reasonable assurance that risks are being managed and control objectives are being met. The control environment needs improvement.

Formatted: Font: 9 pt

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: Arial

Page | 7

Reference: D19/178366

RISK MANAGEMENT POLICY



ATTACHMENT 2 - RISK CLASSIFICATION MATRIX

Consequence		Low	Minor	Moderate	Major	ExtremeCatastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium	High Medium	High	Extreme	Extreme
Likely	4	Low	Medium	High	High Extreme	Extreme
Possible	3	Low	Medium	Medium	High	High
Unlikely	2	Low	Low	Medium	Medium	High Medium
Rare	1	Low	Low	Low	Low	Medium

Formatted Table

Formatted Table

ATTACHMENT 3 - RISK RATING AND MANAGEMENT

Risk Classification	Action	Risk management process	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to ongoing monitoring	Manager
MEDIUM	Monitor	Risk acceptable with adequate and effective controls, managed by specific procedures and subject to ongoing monitoring	Executive Director
HIGH	Urgent Attention Required	Risk acceptable with fully effective controls Risk treatment subject to Council approval. Risk treatment requires approval by Audit Committee and Council	CEO + Council

Page | 8

Reference: D19/178366

RISK MANAGEMENT POLICY



Risk Classification	Action	Risk management process	Responsibility
EXTREME	Unacceptable	Risks will typically be unacceptable. They require fully effective controls and additional risk treatment required subject to CEO, Audit Committee and Council approval	CEO + Council

****Extreme risks require a risk treatment plan which is reported to the CEO (via the Executive Management Committee) and the Audit Committee until the risk rating is at an acceptable level.**

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

Page 4: [1] Commented [MH(1)] Mark Humphreys (Riskwest) 11/12/2020 9:10:00 AM

I would be minded to remove this column as the impacts are likely captured elsewhere – I haven't deleted it only because it won't show up in Tracked Changes as a deletion.

Page 4: [2] Formatted Mark Humphreys (Riskwest) 11/12/2020 8:34:00 AM

Normal, Left, Indent: Left: 0 cm, Right: 0 cm, Space Before: 0 pt, Line spacing: single, Allow hanging punctuation

Page 4: [3] Formatted Mark Humphreys (Riskwest) 11/12/2020 8:49:00 AM

Left, Indent: Left: 0 cm, Right: 0 cm, Line spacing: single



RISK MANAGEMENT PROCEDURE

Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager, Corporate Strategy and Governance.
Affected teams	All Staff.
Legislation / local law requirements	Regulation 17 <i>Local Government (Audit) Regulations 1996</i> .
Relevant delegations	Nil.
Related policy procedures and documents	This document supports the Risk Management Policy by further defining the systems and processes in place to facilitate good practice risk management.

PURPOSE

To set out the framework within which the City of Vincent (**City**) will manage its strategic, operational and project risks.

BACKGROUND

The City has a [Risk Management Policy](#) (**Policy**) approved by Council (16 June 2020 Council Meeting). The Policy sets the tone for the City's risk management approach and establishes the risk management responsibilities of Council, the Audit Committee, City employees and contractors and other relevant parties as required.

This Procedure supports the Policy by defining the systems and processes in place to facilitate good practice risk management and the roles and responsibilities of City employees.

PROCEDURE

1. RISK MANAGEMENT APPROACH

The City's approach to risk management determines how the City will go about managing its risks.

The City's risk management approach aligns with the *AS31000:2018 Risk Management – Guidelines*.



RISK MANAGEMENT PROCEDURE

2. OTHER RISK DOCUMENTS

Corporate Risk Register

The Corporate Risk Register (**Register**) lists the City's 'whole of organisation' strategic, operational and project risks. The risks are assessed without controls (*i.e. inherently*), with controls (*i.e. residually*) and following the proposed risk management actions (*i.e. post-treatment*).

The Register is divided into a list of residually-rated medium, high and extreme risks (which require reporting to the Executive Management Committee, Audit Committee and Council) and residually-rated low and medium risks for each service area. Timeframes and ownership for the implementation of the risk management actions are included.

Risk Appetite and Tolerance Statements

'Risk Appetite' sets out the risk type and levels that the City is looking to pursue to meet and optimise opportunities. 'Risk Tolerance' reflects how much risk the City is able to accept in the pursuit of its strategic, operational and project objectives.

Strategy House Service Area Risk Matrix

Each of the City's service areas has a risk matrix which sets out its strategic (where relevant), operational and project risks which are specifically considered, where appropriate, within the context of the specific Strategy House.

A number of documents and guidelines are also relevant to the City's risk management. These include:

- **Business continuity plan (BCP)** – This document describes how the City will respond to and function in the event of a business interruption event. It is a 'mitigative' control as it seeks to reduce the consequences of risks eventuating.
- **ICT disaster recovery plans** – these plans assist the City to recover from Information and Communication Technology (ICT) interruption events, from a routine, operational incident through to a large-scale ICT event. The plans will ultimately align with the City's BCP and, again, are 'mitigative' controls in seeking to reduce the consequence of a risk eventuating.
- **Event risk management plans** – These are formal plans to mitigate any foreseeable risks that may arise from place activation, and planning and delivering events.
- **Procurement risk assessments** – A systematic, documented assessment of risks associated with all significant purchases, as set out in the Procurement Plan. Procurement risk assessments are required for procurement of greater than \$50,000, and the level of detail required for the risk assessment will vary depending on the significance of the purchase. Note that although the \$50,000 mandatory threshold has been set by the City, the contract value of a procurement does not define its



RISK MANAGEMENT PROCEDURE

risk to the City so there is discretion – which should be exercised – in contract values below this figure.

3. RISK CATEGORIES

Strategic Risks

Strategic risks relate to the uncertainty of the City achieving its long-term, strategic objectives. They are usually owned and managed by Council and/or the Executive Management Committee. Strategic level risks may include risks associated with achieving the objectives of the Strategic Community Plan, Corporate Business Plan and the Long-Term Financial Plan.

Operational Risks

Operational risks relate to the uncertainty associated with developing or delivering the City's services, functions and other activities. These risks typically have day to day impacts on the organisation or more widely. These risks are owned and managed by the person who has responsibility for the activity, service or function to the level of their delegated authority or capability.

Project Risks

Project risks typically sit underneath operational risks and will be managed in accordance with the City's Project Management Framework and depending on their progress.

4. RISK MANAGEMENT PROCESS

Step 1 - Establishing the scope, context and criteria

Prior to commencing risk management, the context for the activity is clearly specified. This includes defining:

- the purpose of the risk exercise and the expected outcomes;
- the scope, boundaries, assumptions and interrelationships;
- the environment, objective, strategy, activity, process, function, project, product, service or asset under consideration; and
- the risk assessment methodologies or approach.

Once this is determined, the essential personnel who need to be involved in the assessment are identified.

Step 2 - Risk Assessment

A. Risk Identification

The context defined in the previous step is used as the starting point for identifying risks. A practical and effective approach to risk identification is to consider what is critical to the successful achievement of the



RISK MANAGEMENT PROCEDURE

objectives related to that particular context, and what are the potential opportunities or 'roadblocks' arising from areas of uncertainty (e.g. *assumptions, limitations, external factors, etc*). Included in this consideration are any internal or external events or situations which may give rise to a risk, and also any risks identified through internal or third-party audits, assessments and reviews. Typically, risks are worded either with the use of 'critical success factors' (CSFs) or through 'cause-event-consequence' (CEC) statements:

- 1) **CSFs** - When considering an activity, consider what is critical that you get right about the activity (e.g. *with City reporting, it may be timeliness and accuracy*), and word the risk based on this critical activity (e.g. *failure to ensure timely and accurate City reporting*);
- 2) **CECs** - Consider the event that you are most concerned about (e.g. *timely reporting*), the principal potential cause (e.g. *Inadequate reporting systems*) and the principal potential consequence (e.g. *sub-optimal decision making*). These can then be constructed into a statement (e.g. *Inadequate systems cause untimely reporting leading to suboptimal decision making*).

Both ways of phrasing risks are acceptable to the City. Each risk requires a risk owner who is responsible for managing the risk and is accountable for determining if the risk level can be accepted, reviewing the risk, monitoring the controls and risk treatments. High and extreme risks require the risk management action to be approved by Council, via the Audit Committee.

B. Risk analysis and evaluation

For each risk, possible causes of the risk eventuating are identified. Each risk may have one or more causal factors which can either directly or indirectly contribute to it occurring. Identifying the range of causes assists in understanding the risk, identifying the most appropriate controls, evaluating the adequacy of existing controls and designing effective risk treatments. This step also considers the potential consequences of the risk, including knock-on or cascading effects.

Comparing the level of risk with the contents of the risk assessment criteria determines the acceptability of the risk. Risk analysis is undertaken with varying degrees of detail, depending on the risk, the purpose of the analysis, and the information, data and resources available. Analysis is qualitative, semi-quantitative or quantitative, or a combination of these, depending on the circumstances. Such techniques are comprehensively considered in 'ISO 31010: Risk Assessment Techniques', a companion to AS ISO 31000:2018. Risk analysis and evaluation involves identifying and evaluating any existing controls and analysing the risk in terms of consequences and likelihood, taking into account the effectiveness of the controls (i.e. 'Residual Risk'). Understanding the following terms is key:



RISK MANAGEMENT PROCEDURE

- **Controls** - Controls are the measures that are currently in place (*i.e. at the time of the risk assessment*), that materially reduce the consequences and/or likelihood of the risk. Controls are tangible, auditable and documented. A 'Hierarchy of Control' is applied which ensures the most effective controls are considered first (*e.g. eliminate entirely, substitute it, isolate it and engineer it out prior to relying on administrative controls*). At the City, controls are considered to be either 'preventative' (*i.e. affecting likelihood*), 'mitigative' (*i.e. affecting consequence*) or both.
- **Consequence** - A risk that eventuates may impact the City to a greater or lesser extent across multiple areas. Consequences of the risk can be assessed across the relevant consequence categories, which are defined in the risk assessment criteria tables.
- **Likelihood** - This describes how likely it is that a risk will eventuate with the defined consequences. Likelihood can be assessed in terms of probability or frequency, depending on what is most appropriate for the risk under consideration. When you are rating the likelihood of residual risk, ask "*How likely is it for this risk to occur, given the existing controls, to the level of consequence identified?*"
- **Level of Risk** - The Level of Risk (LoR), or Risk Rating, is calculated by multiplying the consequence and likelihood ratings. For any risk, there may be a number of different consequence/likelihood scenarios. Within each category there may be multiple scenarios ranging from 'minor but likely' to 'catastrophic but rare'. The City expects the most realistic worst-case scenario to be rated. In some instances, it may be appropriate to rate the same consequence category more than once. Where there are multiple ratings for a risk, the highest combination of consequence/likelihood is taken as the LoR. The LoR is then compared to the defined risk criteria to assist the risk owner in determining whether a risk requires further treatment. The City captures three different 'Levels of Risk' – Inherent risk (*i.e. before controls are applied*), Residual risk (*i.e. after controls are applied*) and 'Post-treatment' (*i.e. a prospective level of risk considering further treatments*).

Step 3 - Risk Treatment

Once a risk has been analysed and evaluated, the risk owner makes an informed decision to do one of the following:

- Accept the risk – the opportunity outweighs the risk, the existing controls meet the criteria specified in the Risk Assessment Criteria and the risk is within the defined tolerance and appetite of the City;
- Avoid the risk – do not carry on with the activity that is associated with the risk;
- Treat the risk – reduce the consequence, likelihood or both and/or improve the controls rating by strengthening existing controls or developing new controls so that the risk can be accepted. The treatment selection and implementation will typically be based on financial, technical and operational viability and alignment to the City's values and objectives. Note: It is expected that any risks associated

Page | 5

Reference: D19/178367

RISK MANAGEMENT PROCEDURE



with health and safety are managed to a level which the City considers to be "as low as reasonably practicable" (ALARP).

Risk-based decisions are made in line with the criteria outlined in the risk assessment criteria tables.

Communication and consultation with external and internal stakeholders/interested parties is an essential and valuable part of the risk management process at the City. A collaborative approach is preferred as it provides the opportunity for different perspectives and expertise. The City has an expectation this will occur throughout the steps 1 to 3 documented. Communication and consultation should include, amongst others, staff of the City, Councillors, contractors, rate payers and residents. Some of this consultation and communication will be formalised through workshops and training and some – for example with ratepayers and residents – may be less formal. Risk management training will be provided to staff, commencing at induction. In addition, regular risk management awareness information will be communicated via the Vintranet.

Monitoring and Review and Recording & Reporting are considered integral parts of the planning, management and oversight activities of the City to ensure contemporary, relevant and evidential risk management. The Corporate Risk Register is updated as risks are identified and is reported to the Executive Management Committee monthly, and to the Audit Committee quarterly or more frequently as required.

Ad-hoc review of risks may also occur where:

- There is a change to the risk environment, for example, changes to legislation or to the SCP or the CBP;
- An internal audit or other review highlights a new or changed risk;
- A material risk treatment is implemented or a key control is considered no longer effective or adequate;
- Major changes are made to the organisation including change of key personnel; or
- The complaints or learnings in relation to processes indicate a new or changed risk to the City.

5. RISK MANAGEMENT CULTURE

A risk aware culture is essential to good risk management. The Policy and this Procedure will be communicated across the organisation and embedded into practices and processes rather than be viewed or practiced as a separate activity.

It's important that all staff support and encourage a positive risk management culture by:

- playing an active part, and not simply mandating production of reports;



RISK MANAGEMENT PROCEDURE

- empowering employees to manage risks effectively;
- acknowledging, rewarding and publicising good risk management;
- having processes that promote learning from errors, rather than punishing;
- encouraging discussion and analysis of unexpected outcomes, both positive and negative; and
- not over-responding to problems by introducing restrictive, complicated or one-size-fits-all controls.

Council and the EMC have a key role in promoting risk by setting the tone from the top and in allocating sufficient resources for risk management activities.

6. RISK MANAGEMENT RESPONSIBILITIES

The City's Audit Committee is responsible for:

- Facilitating effective management of the City's risks through regular review and challenge of the City's Corporate Risk Register, and reporting the high and extreme risks to Council for approval of the proposed risk treatment.
- Considering the CEO's performance indicators in relation to the effectiveness of risk management and providing advice to Council on performance in this area.
- On an annual basis, providing a report to Council on the effectiveness of the City's risk management.

The Executive Management Committee is responsible for:

- On a monthly basis, reviewing and updating the Corporate Risk Register and confirming that risks are appropriately captured, rated and managed (or identifying exceptions where they exist).
- Presenting the Corporate Risk Register, including the proposed risk treatments for high and extreme risks, to the Audit Committee on a quarterly basis, or more frequently if required.
- Ensuring all staff are aware of their risk management responsibilities.

Each Executive Director is responsible for:

- Reviewing risks for their directorate to ensure risks are appropriately managed and included in the Corporate Risk Register as appropriate (medium, high and extreme risks to be included in Corporate Risk register).
- Approving the risk treatments for medium level risks.

Each Manager is responsible for:

- Approving the risk treatment for low level risks.



RISK MANAGEMENT PROCEDURE

- Providing updates on new and emerging risks (medium, high and extreme) and control effectiveness to the Governance team so they can be included in the Corporate Risk Register.
- Ensuring their Strategy House Risk Register is contemporary and comprehensive.
- Alerting the relevant Executive Director of changes to the risk environment including changes to control adequacy and effectiveness or increases or decreases to ratings of likelihood and consequence.

The Corporate Strategy and Governance team is responsible for:

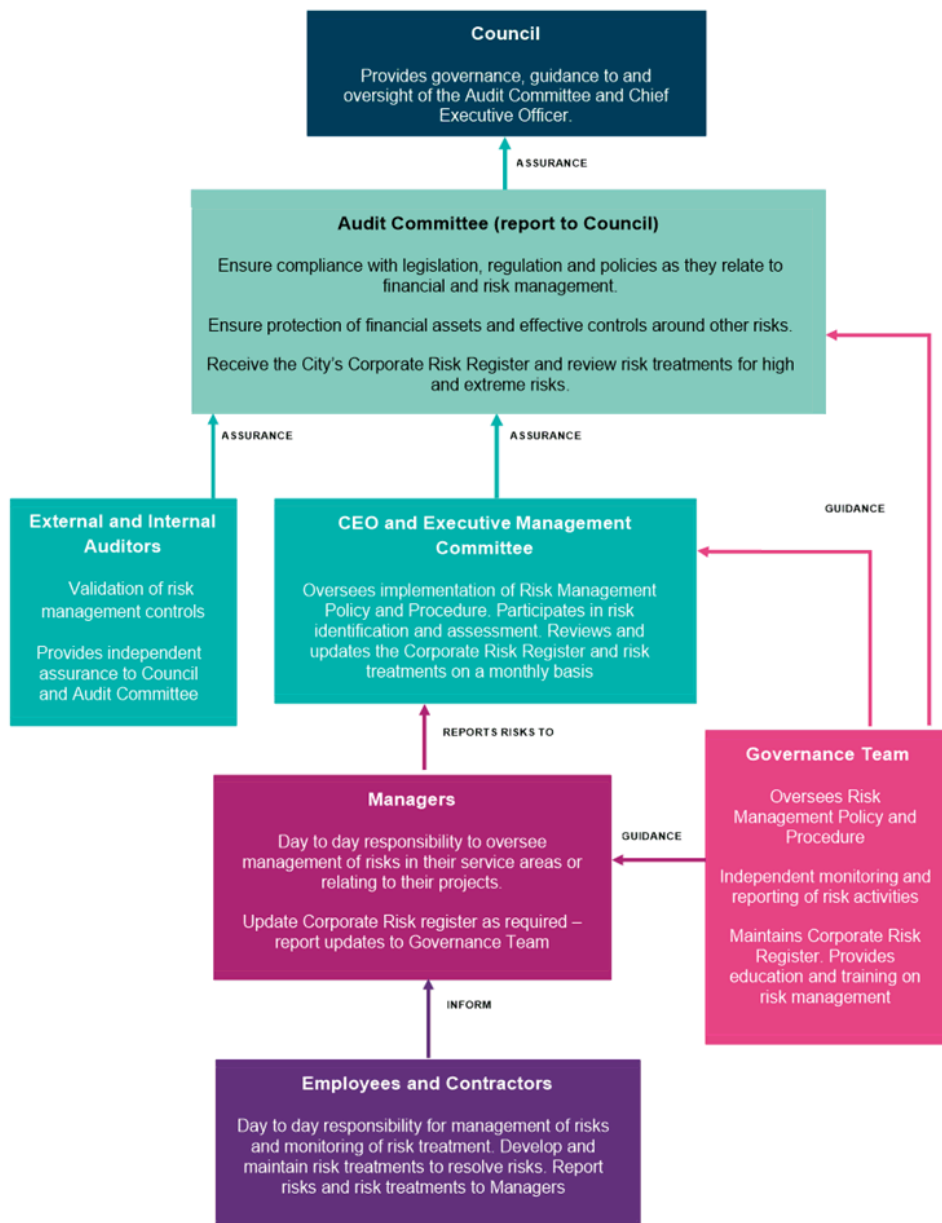
- Ensuring the City's Corporate Risk Register is reviewed monthly and presenting it to the Executive Management Committee.
- Presenting the Corporate Risk Register to the Audit Committee.
- Reviewing the Policy and Procedure annually to ensure they remain relevant and reflect the City's risk management approach.
- Organising annual training for all staff on risk management and communicating the Policy and Procedure to relevant staff.

A flow chart detailing responsibilities for risk management is attached at **Attachment 1**.



RISK MANAGEMENT PROCEDURE

ATTACHMENT 1 – RISK RESPONSIBILITY



OFFICE USE ONLY	
Approved by CEO	DATE: <APPROVAL DATE>, REF# <TRIM REF>
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

Risk Management Framework – SC2723 – D19/178367

10

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager, Corporate Strategy and Governance.
Affected teams	All
Legislation / local law requirements	Regulation 17 <i>Local Government (Audit) Regulations 1996</i> .
Relevant delegations	Nil.
Related policy procedures and documents	Risk Management Policy and Procedure Corporate Risk Register

PURPOSE

To set out the City of Vincent's internal audit program for the next three years, commencing in 2021/22.

The internal audit program takes a risk-based approach. It is aimed at addressing the City's key high risks, which relate to non-compliance and fraud, corruption and misconduct (see below). The purpose of this internal audit program is to test the effectiveness and adequacy of the City's controls, processes and practices aimed at managing these two high risks.

BACKGROUND

The internal audit program has been developed based on the following:

- City's key strategic risks as set out in the Corporate Risk Register
- Results and recommendations of the regulation 5 and regulation 17 audits completed by Stantons International in November 2020
- Office of the Auditor General's Financial and Information Systems Audit for 2019/20

The City's Corporate Risk register includes the following two high risks:

- Non-compliance with the City's legislative and governance obligations under the *Local Government Act 1995*; and
- Failure to ensure robust corporate governance, including preventing occurrences of fraud, corruption and misconduct.

The actions identified in response to these risks are:

- Develop and implement an internal audit program to monitor compliance and performance.
- Undertake independent audits of high risk areas, including payments made and services delivered pursuant to high value / high risk contracts.
- Conduct regular internal audits on fraud and corruption.
- Conduct regular audits against findings by integrity bodies like CCC, PSC and OAG (for example, OAG performance audits).

Internal Audit Program 2021/22-2023/24 – D20/248510

1

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



The internal audit program includes the audit item (with the associated risks listed based on the critical success factor risk identification), the risk causes, the inherent risk rating, the risk categories and the associated audit actions required. The audit items have been prioritised based on the high risk areas and when an audit was last undertaken.

There are six internal audits proposed for each year.

IMPLEMENTATION OF PROGRAM AND REPORTING

The City will engage a suitable qualified auditor to undertake the audits set out in this program independently. The auditor will be appointed for a one year term, with two one year extensions, subject to the satisfactory completion of all the audits listed for the first year.

The audit plans for each specific audit will be prepared by the appointed internal auditor (party independent of the City) in consultation with the Executive Manager Corporate Strategy and Governance and the Audit Committee.

The appointed auditor will liaise only with the Executive Manager Corporate Strategy and Governance and the Audit Committee Chair, if required.

The outcomes of each audit will be reported to the City's Executive Management Committee and the Audit Committee.

Actions identified as a result of the audits will be added to the City's Audit Log and monitored until complete. It is intended that the findings of the audits will lead to improvements to the effectiveness of risk management, internal controls, legislative compliance and governance processes.

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



AUDIT PLAN 2021/22 – 2023/24

Audit Item	Risk causes identified	Risk rating (inherent)	Audit Focus Area	Admin comment - March 2021
YEAR 1 – 2021/22				
Tender contracts/contractors – risk of failure to detect and prevent overcharging, fraud and corruption	Lack of oversight/review of expenditure on high value maintenance contractors/contracts	Medium risk – reputation, compliance and finance	Review and assessment of items charged/invoiced to the City by contractors where that contractor was procured via a tender process. To include one or more of the City's general maintenance contractor/contracts.	Identified by Council as an area of risk, requires separate review
Records management - including FOI process – risk of non-compliance with governance and legislative requirements	Unclear processes and roles and responsibilities	Medium risk - reputation, compliance, financial	Review use of document management system Review FOI process	Stantons Audit Nov 2020 recommended that a review of the useability of the Records Management System occur. Compliance testing of record keeping required.
Credit card use - risk of failure to detect and prevent occurrences of fraud and corruption	Lack of oversight in use/lack of checks	High risk - reputation, compliance, financial	Review relevant policies and processes	High risk area, needs separate review.
Swimming pool inspection process - risk of non-compliance with legislative requirements and damage to public health	Documentation of processes. Clarity of delegations.	Medium risk – reputation, compliance, financial, public safety	Random review of approval assessment process, including online processes and disclosure of COI.	Not previously reviewed independently.
Gifts and COI – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear gift provisions and lack of understanding by staff	High risk - reputation, compliance, financial	Review Governance Framework and COI requirements, including communication to all staff Review induction and training material	Stantons Audit Nov 2020 recommended that legislative compliance form part of internal audit. Noted governance framework created, need to check implementation

Internal Audit Program 2021/22-2023/24 – D20/248510

3

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



			Review COI and gift registers and record keeping	
Detection and reporting of fraud and corruption, PID disclosures, whistleblowing and cyber security - risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear roles and responsibilities and avenues for reporting	High risk - reputation, compliance, financial	Review Fraud Plan and Policy, Governance Framework and anonymous reporting system, and implementation / communication to organisation	Stantons Audit Nov 2020 noted that anonymous reporting system had been set up, needs to be tested. OAG Performance Audit 2019 – Fraud Prevention – Plan prepared to meet requirements of Audit, Training provided in April 2021
Fleet, assets and CCTV management – risk of misuse of fleet and resources, including ICT assets and buildings	Lack of verification and controls	High risk – property, reputation, financial, safety	Review relevant strategies, policies and processes – Asset Strategy and CCTV Policy	Not previously reviewed independently. Ageing assets pose significant risk to City. High risks relating to ICT systems.
YEAR 2 – 2022/23				
Procurement and contract management – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Poor procurement and contract management awareness.	High risk – property, reputation, financial, compliance	Review relevant policies, frameworks and processes. Review training process. Review separation of duties. Compliance testing – contracts, quotes, journals, variations of POs.	External audits and Stantons Audit Nov 2020 identified this as high-risk area. Significant improvements made, need to test effectiveness.
HR policies and procedures, including payroll – risk of failure to maintain staff health and wellbeing, and act in compliance with legislation and good governance	Outdated policies and processes	Low risk – reputation, compliance, financial	Review policies and procedures and communication to staff. Review payroll practices / compliance testing.	Policies updated in 2018 and in need of review.
Business continuity and emergency planning – risk of lack of service continuity in business disruption or emergency (including ICT response)	Unclear roles and responsibilities, lack of documented processes	Medium risk – reputation, financial, people, safety, property	Review BCP and emergency management plans, and communication to staff. Annual business continuity scenario / workshop.	Not previously reviewed independently. Need to test BCP which was developed in March 2020 and reviewed in March 2021.

Internal Audit Program 2021/22-2023/24 – D20/248510

4

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



Project management – risk of failure to ensure projects are delivered within scope	Unclear framework and roles and responsibilities	Medium risk – reputation, financial, project	Review effectiveness and adequacy of current framework and how it aligns with current practices	Not previously reviewed independently. Significant changes implemented since 2019. Need to review effectiveness and adequacy.
Audit Committee role and functions – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear roles and responsibilities and lack of knowledge across organisation	Medium risk – reputation, financial, people, compliance	Review Audit Committee Terms of Reference and current practices and processes. Review OAG Better Practice Guide. Review induction materials and training for members.	Audit Committee not previously reviewed independently. Significant changes made in 2020 – need to review adequacy and effectiveness of current practices.
Information security – risk of information loss, compromise and availability	Poor ICT systems (vulnerability and lack of controls)	Medium risk - reputation, compliance, financial	Review information security Review privacy policy	Compliance testing of information security required.
YEAR 3 – 2023/24				
Risk management - Lack of robust (financial and non-financial) risk management	Unclear roles and responsibilities and knowledge across organisation. Lack of ownership by managers / directors.	Low risk – property, reputation, compliance, financial	Review effectiveness and adequacy of Risk Management Policy and Procedure. Review reporting of risks through Corporate Risk Register. Review risk appetite and tolerance statements.	Stantons Audit Nov 2020 found that RMF well documented. Senior staff received training on applying Risk Management Policy and Procedure in December 2021. Need to assess adequacy and effectiveness of new RMF annually.
Documentation of processes – risk of lack of continuity of services and inconsistency in decision making / service delivery	Poor documentation of processes due to time / training / access	High risk - property, reputation, compliance, financial	Review Corporate Process Management Charter and documentation by teams. Review use of Promapp – including consistency and controls. Review use of Content Manager.	Corporate process management charter and framework adopted and licence with ProMapp. Documentation of processes occurring by some teams (available to all teams). Testing of adequacy and effectiveness of documentation required.

Internal Audit Program 2021/22-2023/24 – D20/248510

5

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



Legislative compliance and Council processes - risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear processes, lack of checks	Medium risk - reputation, compliance, financial	Review processes – compliance calendar, CAR, Council reporting, Governance Framework	The City now has a compliance calendar and dedicated communication channel for legislative changes / requirements. Stantons Audit Nov 2020 recommended that legislative compliance form part of the internal audit plan. CAR also assists with legislative compliance (annual).
Electoral Roll – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Lack of oversight / random checks of electoral roll	High risk - reputation, compliance, financial	Undertake random checks of electoral roll, identify patterns	Identified as risk area in City of Perth Inquiry. Random compliance testing will be conducted by Rates Team prior to 2021 election.
ICT systems and security – risk of failure to provide adequate and effective ICT systems, ensure good governance and prevent fraud and corruption	Inadequate security, systems and controls	High risk - reputation, compliance, financial	Review changes implemented as a result of 2020 ICT audit by OAG.	OAG audit on ICT systems identified significant shortfalls in City's controls and systems. Changes implemented to address these. Need to test these.
Integrated planning and reporting framework (SCP, CBP, CWP, LTFP, budget) – risk of failure to make decisions and delivery projects ad services in line with strategic priorities and legislation	Unclear roles and responsibilities	Medium risk – reputation, compliance, financial	Review corporate calendar and IPRF process for compliance and best practice.	Not previously reviewed independently.

Internal Audit Program 2021/22-2023/24 – D20/248510

6

INTERNAL AUDIT PROGRAM 2021/22 – 2023/24



OFFICE USE ONLY	
Approved by CEO	DATE: <APPROVAL DATE>, REF# <TRIM REF>
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

Internal Audit Program 2021/22-2023/24 – D20/248510

CITY OF VINCENT AUDIT LOG

Summary of open Confidential items			
Office of the Auditor General Information Systems Audit:			
1. EA:2020/10 (1) (a) and (b)	High		
2. EA:2020/10 (3)	Moderate		
3. EA:2020/10 (7)	Moderate		
4. EA:2020/10 (9)	Moderate		
5. EA:2020/10 (10)	Moderate		
6. EA:2020/10 (11)	Moderate		
7. EA:2020/10 (12)	Moderate		
8. EA:2020/10 (14)	Moderate		
9. EA:2020/10 (22)	Moderate		
Stanton Reg 5 & 17 Review			
10. EA 2020/12 (9)	Moderate		
Office of the Auditor General – Financial Audit			
11. EA 2020/12 (14)	Significant		

CITY OF VINCENT AUDIT LOG

AUDIT DETAILS	MANAGEMENT RESPONSE	ACTION	PROPOSED COMPLETION DATE
<p>EA:2019/7 Office of the Auditor General's Performance Audit 2019 - Fraud Prevention in Local Government - Findings and Recommendations</p> <p>Finding: 1. Entities have not implemented a coordinated approach to manage their fraud risk. 2. Entities could make themselves more fraud resistant if they strengthen their controls; and 3. Better reporting avenues would help entities detect and respond to fraud.</p> <p>Recommendation: Develop a fraud and corruption control plan and review at least every 2 years.</p> <p>Risk Rating (prior to controls): High</p> <p>Risk Rating (with current controls): High</p>	<p>Responsible Officer: Executive Manager Corporate Strategy and Governance</p> <p>Comments: Governance will review the City's current Fraud and Corruption Prevention Policy and prepare a control plan which incorporates this policy. The proposed implementation date for the plan is June 2020. The plan will be reported to Audit Committee annually and updated as required.</p>	<p>November 2019 Governance to engage a consultant to undertake review and implementation of the fraud control plan in January 2020.</p> <p>The two-yearly review of the plan will be included in the compliance calendar.</p> <p>February 2020 Yet to commence. Further resourcing or a consultant is required.</p> <p>March 2020 Initial discussions with City of Nedlands in respect to a shared resource / consultant have occurred, but currently on hold due to change in priorities due to COVID-19.</p> <p>June 2020 No progress to date</p> <p>July 2020 No progress to date.</p> <p>August 2020 No progress to date.</p> <p>October 2020 No progress to date.</p> <p>November 2020 The updated draft policy and fraud and corruption control plan have been drafted. The updated policy is subject to Council approval and public consultation.</p> <p>January 2021 Plan has been completed and was circulated to the Audit Committee members in December 2020. Minor amendments were provided by the Chair and have been made.</p> <p>February 2021 The policy will be presented to Council for advertising at the 23 March 2021 Ordinary Council Meeting. Training for all staff is scheduled for February and March and April 2021.</p> <p>March 2021 Policy approved for advertising at 23 March 2021 and is being advertised in April 2021. Results of advertising will be presented to the 25 May 2021 Ordinary Council Meeting. Training is being provided to all staff in April 2021.</p>	<p>30/06/2020</p> <p>31 December 2020</p> <p>Complete April 2021</p> <p>May 2021</p>
<p>EA:2020/10 (1) (a) and (b) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) High</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	

CITY OF VINCENT AUDIT LOG

<div>EA:2020/10 (3)</div> <div>Office of the Auditor General Information Systems Audit – CONFIDENTIAL</div> <div>Risk Rating (prior to controls)</div> <div>Moderate</div>	<div>Responsible Officer:</div> <div>Executive Manager Information and Communication Technology</div>	<div>See Confidential log</div>	
<div>EA:2020/10 (4)</div> <div>Office of the Auditor General Information Systems Audit – Information Security Policy</div> <div>Finding</div> <div>We found that the City does not have an adequate <i>Information Security Policy</i> to cover key areas of information security. The current policy is in draft as the City is in the process of developing it.</div> <div>Implication</div> <div>Without adequate policies and procedures, there is an increased risk that the City will not achieve its objectives for information security. Additionally, staff may not be aware of management expectations relating to security of information.</div> <div>Recommendation</div> <div>The City should reviewing and update its current policies and procedures or develop new ones appropriately address all relevant areas of information security. Management should endorse the new policies and notify all employees and relevant stakeholders of updates.</div> <div>Risk Rating (prior to controls)</div> <div>Moderate</div> <div>Risk Rating (with current controls)</div> <div>Low</div> <div>Related Audit Query</div> <div>EA:2020/11 (10)</div>	<div>Responsible Officer:</div> <div>Executive Manager Information and Communication Technology</div>	<div>October 2020</div> <div>As noted in the Finding, Administration has a draft Information Security Program and will seek to formalise it and align all security activities and improvements to it. The document is based on standards used by the Office of the Auditor General during this audit.</div> <div>December 2020</div> <div>The Information Security Program will be tabled at Executive Management Committee in December 2020. Completion of this activity is now aligned to training outcome in EA 2020/10(6)</div> <div>January 2021</div> <div>On track. Information Security Program endorsed by Executive Management Committee in December 2020.</div> <div>February 2021</div> <div>On track. Cyber security training solution now implemented in pilot ahead of full staff rollout.</div> <div>March 2021</div> <div>Completed. Baselining of staff cyber behaviour has commenced with a training program staged across the year.</div>	<div>December-2020</div> <div>March 2021</div> <div>Complete</div>

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (5) Office of the Auditor General Information Systems Audit – Operational ICT Risks</p> <p>Finding We found that the City's ICT risks have not been appropriately identified. The current IT risk register is limited to high-level business continuity risks and does not include the broader listing of operational risks and controls associated with IT functions.</p> <p>Implication An incomplete risk register limits the ability to assess the effectiveness of specific controls against risk and their treatments. This could result in control gaps going undetected and/or control deficiencies left unresolved.</p> <p>Recommendation The City should expand on its information risk management process to ensure:</p> <ul style="list-style-type: none">the ICT risks within the risk register are up to date and maintainedall relevant risks are appropriately documented in the ICT risk registerthe ICT risk management process aligns with the broader organisation risk registercontrols are appropriately assessed and assigned relevant ratings in line with internal guidelines. <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Low</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Developing and maintaining a broad register of ICT operational risks will be formally included inside a managed services agreement. Administration will maintain risk ownership while managed service resourcing will help coordinate risk maintenance and controls.</p> <p>December 2020 On track. An initial review of operational risks is in progress.</p> <p>January 2021 In draft</p> <p>February Review of draft delayed due to other priorities. To be completed by ICT team in February 2021.</p> <p>March 2021 Completed. To be reviewed monthly.</p>	<p>January 2021</p> <p>February 2021</p> <p>Complete</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (6) Office of the Auditor General Information Systems Audit – Information Security Training and Awareness</p> <p>Finding We found that the City does not have a formalised induction training and an ongoing awareness program covering information security responsibilities and cyber risks relevant to the City.</p> <p>We note that the City informs its staff about phishing scams via emails.</p> <p>Implication Without a formal induction training and ongoing information security awareness program, there is an increased risk that individuals will not understand security risks relevant to the City and their personal responsibilities. This may result in inappropriate actions, which affect the confidentiality, integrity and availability of information.</p> <p>Recommendation The City should establish an appropriate induction and ongoing information security awareness program. The program should be used to help maintain awareness of the information security and cyber risks relevant to the City. It should also ensure individuals are aware of their personal responsibilities for information security. The awareness program should be updated regularly so it stays in line with policies, procedures and any new or emerging threats. It should also incorporate any lessons learned from information security incidents along with relevant details from information security good practices.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Low</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Administration will establish induction training and an ongoing information security awareness program.</p> <p>December 2020 Training is now aligned to delivery of Information Security Program in EA 2020/10(4).</p> <p>January 2021 On track. Information Security Program endorsed by Executive Management Committee in December 2020.</p> <p>February 2021 On track. Cyber security training now in pilot ahead of full staff rollout. Solution procured from a local City of Vincent business (Blue Zoo).</p> <p>March 2021 Completed. Baselining of staff cyber behaviour has commenced with a training program staged across the year.</p>	<p>March 2021</p> <p>Complete</p>
<p>EA:2020/10 (7) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (9) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (10) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (11) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (12) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (14) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (17) Office of the Auditor General Information Systems Audit – IT Asset Management</p> <p>Finding We found that the City's IT asset management process is not effective. The following issues were identified:</p> <ul style="list-style-type: none">The City does not have up to date IT asset register information and relevant asset details such as asset status and owner are not recorded.The City does not have any formal procedure to ensure that all sensitive data and licensed software has been removed or securely overwritten as part of the disposal and re-use of IT assets process. <p>Implication Without an effective IT asset management process there is an increased risk that IT assets will be lost or stolen.</p> <p>Without appropriate procedures to manage the disposal and re-use of IT assets, there is a higher risk that sensitive data may not be removed or securely erased. As a result, the City may suffer financial loss and damage to its reputation.</p> <p>Recommendation The City should:</p> <ul style="list-style-type: none">establish an effective IT asset management process. This process should ensure IT assets are appropriately managed throughout their lifecycle (from acquisition to disposal)relevant information on IT assets accurately recorded and maintain relevant information about IT assets in the IT asset register. Periodic audits of IT asset information against physical IT assets should be undertaken to ensure the information is accurate and up to date. Any anomalies with IT assets should be appropriately rectifiedensure that all IT assets containing storage media are appropriately sanitised or destroyed as part of the disposal process. Accurate documentation and records relating to IT asset disposals must be maintained. <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Low</p> <p>Related Audit Query EA:2020/11 (6)</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Administration notes that an ICT asset management system was already being introduced during the time of audit and will capture all physical and software/license assets. IT asset management acquisition, tracking and disposal processes will be formalised per the Information Security Program noted in OAG Finding 5.</p> <p>December 2020 On track. System registration of assets is progressing and now tracks ownership of all staff devices. Along with data sanitisation, WA State Supply Commission guidelines will be used for disposal of goods: <i>ethically, equitably, efficiently and safely, in a manner that maximises a value outcome for government whilst minimising any negative impacts of disposal of the good</i></p> <p>January 2021 On track.</p> <p>February 2021 On track.</p> <p>March Completed. Registration and tracking of assets in place and ongoing. Re-use and disposal procedure documented.</p>	<p>May 2021</p> <p>Complete</p>

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (18) Office of the Auditor General Information Systems Audit – Contract Management</p> <p>Finding We found that the City's contract management process is not effective. We identified that:</p> <ul style="list-style-type: none">the City does not have an up-to-date <i>Contract Management Framework</i> and contract registerthe configuration of the new contract management system is under development and the relevant staff are not fully aware of the functionality of the system. As a result, there is no comprehensive contract reporting in place. <p>We acknowledge that the City recently established a centralised contract management tool and <i>Contract Management Framework</i> is in draft.</p> <p>Implication Without an appropriate contract management process, the City is at a higher risk of failing to identify:</p> <ul style="list-style-type: none">unsuitable working arrangements with vendors, which may result in a failure to realise business benefitsunexpected cost increases or inappropriate practises in a timely mannerunauthorised access or changes to the contract register. <p>Recommendation The City should:</p> <ul style="list-style-type: none">review its <i>Contract Management Framework</i> and, where appropriate, centralise vendor management practicesdevelop suitable guidelines to manage the City's contract registercomplete regular supplier performance reviews of all vendors as required. Records of reviews should be retainedmaintain records of all contracts within its contract management system, including key financial details relevant to the contractscomplete the access and system configuration of its new contract management system. Subsequently, review access to the system and monitor key contract financial information regularly. <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p> <p>Related Audit Query EA:2020/11 (1)</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>October 2020 The noted draft Contract Management Framework and system will be completed, formalised and communicated to staff.</p> <p>December 2020 Administration has focused on improving contract management over the last 12 months, which has included the implementation of a new contract's management module in Authority and creation of a contract register in Authority. A contract management framework has also been drafted and will be presented to Executive Management Committee early next year. Training will then be rolled out to all staff that manage contracts at the City.</p> <p>February 2021 The draft contracts management framework will be presented to March audit committee. The training and roll-out plan of the framework is being finalised.</p> <p>April 2021 Training material and roll-out plan is being finalised. Training is scheduled to be rolled out in May 2021</p>	<p>March 2021</p> <p>June 2021</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------

AUDIT COMMITTEE ATTACHMENTS

4 MAY 2021

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (19) Office of the Auditor General Information Systems Audit – Disaster Recovery Plan</p> <p>Finding We found that the City does not have an ICT disaster recovery plan (DRP).</p> <p>Implication Without an adequate DRP and appropriate testing, there is an increased risk that key business functions and processes may not be restored in a timely manner after a disruption, affecting the operations of the City.</p> <p>Recommendation The City should develop and test its DRP to confirm that systems can be recovered in accordance with business expectations and key staff should be familiar with the plan and their specific roles and responsibilities in a disaster situation. The results of testing should be recorded, and the relevant actions taken to improve the plan where necessary.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Administration will introduce managed backup and infrastructure services that include disaster recovery capability. Disaster recovery and information security continuity processes will then be formalised per the Information Security Program noted in OAG Finding 5. A formal plan will then be prepared for publication to staff and testing purposes.</p> <p>December 2020 On track.</p> <p>January 2021 On track. Disaster Recovery policy now in place. Operational systems (backup and recovery) now compliant for onsite backup. Bandwidth upgrade procured to enable transit of backup files for offsite storage.</p> <p>February 2021 On track. Offsite backup/recovery service commissioned and providing partial coverage. Bandwidth upgrade scheduled for April 2021 to enable full coverage.</p> <p>March 2021 On track. Formal DR plan being documented, including 6 monthly test schedule.</p>	<p>April 2021</p>
<p>EA:2020/10 (20) Office of the Auditor General Information Systems Audit – Business Continuity Plan – Testing</p> <p>Finding We found that appropriate tests of the business continuity plan (BCP) have not been undertaken. Due to the lack of testing, the effectiveness of the plans and the City's ability to execute them is unknown.</p> <p>Implication Without appropriate testing of the BCP there is an increased risk that key business functions and processes may not operate as expected during a major incident. In addition, the key business functions may not be appropriately recover following a major incident. This is likely to impact business operations and the delivery of key services.</p> <p>Recommendation The City should undertake appropriate tests to verify the effectiveness of the BCP. These tests should also verify that key staff are familiar with the plans and their specific roles and responsibilities in a disaster situation. The results of these tests should be recorded and the relevant actions taken to improve the plan where necessary.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Administration notes that there has been 0% interruption to non-library/recreational facility services throughout COVID-19 disruptions in Perth. COVID-19 has been a major incident and required significant change to how business functions operated. City staff who continue to work remotely are effectively testing part of the City's business continuity systems on a daily basis. Through improvements to data backup and infrastructure recovery noted in OAG Finding 20, Administration will expand business continuity testing to include system and infrastructure incidents as part of a managed services agreement.</p> <p>December 2020 On track per EA:2020/10 (19) above. Completion date updated to align with Disaster Recovery Plan activities.</p> <p>January 2021 On track.</p> <p>February 2021 On track.</p> <p>March 2021 On track. Backup recovery being tested in offsite environment for complete Admin building disaster scenario.</p>	<p>March-2021</p> <p>April 2021</p>

SC2566 - D19/147633

Page 8 of 30

Updated 24 June 2020

CITY OF VINCENT AUDIT LOG

<p>EA:2020/10 (21) Office of the Auditor General Information Systems Audit – Information Security Incident Management Plan</p> <p>Finding We found that the City does not have an information security incident management plan.</p> <p>Implication Without a developed and documented security incident response plan there is an increased risk that the IT department may not be able to respond to IT security incidents in an effective and timely manner.</p> <p>Recommendation The City should develop an appropriate information security incident management plan. This plan should include relevant procedures to ensure the effective response and management of all information security related incidents.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Low</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 An incident management and response plan will be formalised per the Information Security Program noted in OAG Finding 5.</p> <p>December 2020 On track. The City is preparing for a system upgrade to help reduce the overhead of incident response and management. The system will form part of an incident response and management plan.</p> <p>January 2021 On track. Incident management plan policy now in place. Cyber incident management processes in place through external service.</p> <p>February 2021 No change.</p> <p>March 2021 Completed. Incident response mapped, including sub-process of external service provider.</p>	<p>March 2021</p> <p>Complete</p>
<p>EA:2020/10 (22) Office of the Auditor General Information Systems Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	
<p>EA:2020/10 (23) Office of the Auditor General Information Systems Audit – Standard Operating Environment</p> <p>Finding We found that a standard operating environment is not used on workstations. We identified that:</p> <ul style="list-style-type: none">there is no monitoring of compliance with secure workstation configurationrelevant staff will not be notified if users attempt or successfully change their workstation configuration, including the installation/removal of software. <p>Implication Without monitoring compliance with secure workstation configuration, there is an increased risk that unauthorised system configuration changes are made to computers. These changes could compromise the confidentiality, integrity and availability of information.</p> <p>Recommendation The City should develop its standard operating environment process and monitor compliance with secure workstation configuration. The process should include efficient notifications to relevant staff of critical changes or attempts to change workstation configuration.</p> <p>Risk Rating (prior to controls) Minor</p> <p>Risk Rating (with current controls) Low</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>October 2020 Monitoring of workstation compliance will be included inside a managed services agreement. Once implemented, notification processes will then be considered as part of a review to determine the feasibility and threat of staff being able to install software without administrative assistance.</p> <p>December 2020 On track. An improved approach to SOE (Standard Operating Environment) deployment and management is being developed. This will also assist with remote deployment and remove the dependency of Admin office visits for software updates.</p> <p>January 2021 Progressing, albeit with technical challenges. Vendor escalation has been required to help diagnose and remediate issues.</p> <p>February 2021 Delayed. Technical issues not yet resolved. SOE itself is prepared, but the automated deployment process has not been completed. Aiming for March 2021 completion.</p> <p>March 2021 Completed. Deployment process complete and now being rolled out across workstations.</p>	<p>Complete</p>

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (1) Stanton Reg 5 & 17 Review – Contract Management Procedure and Framework</p> <p>Finding The City's previous contract management processes were inadequate. Contracts were currently managed within the different business units leading to poor oversight by the City on existing contracts, the City had no assurance that contracts were being managed adequately and spending was in accordance with the City's delegations or if there were duplicate contracts in place providing identical/similar services/goods. However, the City is currently in the process of improving their contract management processes, the updated and revised contract management policy and framework reflecting this new process and the use of the new contract management module within Authority are still in draft and awaiting Council endorsement.</p> <p>Recommendation Audit recommends that the City promptly review and present to Council the revised contract management policy and contract management framework outstanding to be endorsed.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p> <p>Related Audit Query EA:2020/10 (18)</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020: Administration has focused on improving contract management over the last 12 months, which has included the implementation of a new contract's management module in Authority and creation of a contract register in Authority. A contract management framework has also been drafted and will be presented to Executive Management Committee early next year. Training will then be rolled out to all staff that manage contracts at the City.</p> <p>February 2021 The draft contracts management framework will be presented to March audit committee. The training and roll-out plan of the framework is being finalised.</p> <p>April 2021 Training material and roll-out plan is being finalised. Training is scheduled to be rolled out in May 2021</p>	<p>30 June 2021</p>
<p>EA:2020/12 (2) Stanton Reg 5 & 17 Review – Reporting on Contracts</p> <p>Finding The City does not centrally report and monitor the status of current contracts or review the effectiveness of their management or check for any ongoing issues.</p> <p>Recommendation Audit recommends that the City regularly report contract spending, upcoming contract expiry dates, contract variations or extensions or any contentious contract issues to senior management, this could be done via the weekly Corpex or monthly EMC meetings. The transition to the contract management module within Authority should easy facilitate the compiling of this information so it can be reported.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020: Management will ensure that information relating to new contracts, contracts to expire in the next 6 months, any contracts that have contentious issues and any contract with excess spend will be included in EMC's monthly reporting.</p> <p>February 2021 This information will be included in the March EMC report. The team however will be working on the completeness of the contracts register as part of the Contracts management roll-out.</p> <p>April 2021 Contract management information have been included in EMC monthly reporting. Compliance testing will also be conducted to ensure the contracts register has been updated.</p>	<p>31 March 2021</p> <p>Complete</p>

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (3) Stanton Reg 5 & 17 Review – Access Management on Phoenix System</p> <p>Finding There was no evidence that random live tests of user access are performed over the Phoenix system at Beatty Park.</p> <p>Recommendation The City should randomly review user access on the Phoenix system to ensure it is line with what the actual user requirements.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Manager Beatty Park Leisure Centre</p>	<p>December 2020: The City will conduct an access review immediately and then schedule 6 monthly reviews of all users on Phoenix.</p> <p>April 2021: Access has been completed and review implemented.</p>	<p>31 December 2020</p> <p>Complete</p>
<p>EA:2020/12 (4) Stanton Reg 5 & 17 Review – Updating Asset Policy and Procedure</p> <p>Finding The City's current asset policy and related asset procedures do not reflect the recent changes the City made requiring the different service areas to maintain their own asset register for assets less than \$5,000</p> <p>Recommendation Audit recommends the City updates their asset process to reflect that asset registers for assets less than \$5,000 are to be maintained by the different services areas.</p> <p>Risk Rating (prior to controls) Minor</p> <p>Risk Rating (with current controls) Minor</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020: The City's asset procedure will be updated, and training and guidance will be provided to staff on the basics of asset management, including maintenance of asset register for assets less than \$5,000.</p> <p>February 2021: Asset procedure has been updated and training is planned to be completed by end of March.</p> <p>April 2021: Asset procedure has been updated and forwarded to all asset managers. Compliance testing by the finance team will be conducted on an ongoing basis.</p>	<p>31 March 2021</p> <p>Complete</p>
<p>EA:2020/12 (5) Stanton Reg 5 & 17 Review – Procedure on Verification of Assets</p> <p>Finding The City's current asset policy and asset procedures do not disclose the City's procedure for counting and revaluing assets. The City currently counts and revalues assets by category on an annual rotating basis.</p> <p>Recommendation Audit recommends the City updates their asset process to reflect that the City counts and revalues assets by category on an annual rotating basis.</p> <p>Risk Rating (prior to controls) Minor</p> <p>Risk Rating (with current controls) Minor</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020: The City currently revalue assets every 3-5years as per the requirement of the Financial Management Regulations.</p> <p>The City's asset procedure will be updated, and training and guidance will be provided to staff on the basics of asset management, including verification of assets.</p> <p>February 2021: Asset procedure has been updated and training is planned to be completed by end of March.</p> <p>April 2021: Asset procedure has been updated which includes validating the verification of asset. This has been forwarded to all asset managers. Compliance testing by the finance team will be conducted on an ongoing basis.</p>	<p>31 March 2021</p> <p>Complete</p>

CITY OF VINCENT AUDIT LOG

<div><div>EA:2020/12 (6)</div><div>Stanton Reg 5 & 17 Review – Verification of Assets</div></div> <div><div>Finding</div><div>Through our inquiries regarding asset stock counts and sighting assets within the City’s premises, audit noted that assets (office furniture) not tagged or barcoded.</div></div> <div><div>Recommendation</div><div>Assets not tagged and barcoded cannot be counted correctly. All assets should be barcoded.</div></div> <div><div>Risk Rating (prior to controls)</div><div>Moderate</div></div> <div><div>Risk Rating (with current controls)</div><div>LOW</div></div> <div><div>Related Audit Query</div><div>EA:2020/10 (17)</div></div>	<div><div>Responsible Officer:</div><div>Executive Manager Financial Services</div></div>	<div><div>December 2020:</div><div>Tagging or barcoding of assets will not be utilised, as an alternative Administration will ensure all asset registers are maintained for assets less than \$5000 by the respective manager. Finance will conduct compliance testing and accuracy of these asset registers every 6 months. Asset procedures will also include details of how and when verification of assets should be conducted.</div></div> <div><div>February 2021:</div><div>Asset procedure has been updated and training is planned to be completed by end of March.</div></div> <div><div>April 2021:</div><div>Asset procedure has been updated and forwarded to all asset managers. Compliance testing by the finance team will be conducted on an ongoing basis.</div></div>	<div>31 March 2021</div> <div>Complete</div>
	<div><div>Responsible Officer:</div><div>Executive Manager Information and Communication Technology</div></div>	<div><div>December 2020:</div><div>IT Equipment, asset register for portable assets is in the process of being updated on a new software, Asset Sonar. This work has commenced in March 2020.</div></div> <div><div>January 2021</div><div>On track.</div></div> <div><div>February 2021</div><div>On track.</div></div> <div><div>March 2021</div><div>Completed. Registration and tracking of assets in place and ongoing. Re-use and disposal procedure documented.</div></div>	

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (8) Stanton Reg 5 & 17 Review – Manual Timesheet</p> <p>Finding The City uses manual timesheets, predominately for those employees who work in the depot and recreational leisure centre.</p> <p>Recommendation The use of manual timesheets should be eliminated, it is worth noting that the City has already noted this as a finding within their own audit log.</p> <p>Recommendation</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) LOW</p>	<p>Responsible Officer: Executive Manager Human Resources and Executive Manager Information and Communication Technology</p>	<p>December 2020: The City requires a robust online time-sheets system which is fit for purpose of a casual workforce (i.e. Beatty Park) that is flexible, easy to use and aligned to the relevant cost centres and employment.</p> <p>Administration has determined that Civica's online time-sheets module will be suitable for the City. The module however can only be implemented once work orders are activated as part of the Chart of Accounts project scheduled for completion in July 2021. Online time-sheets will have a mobile option as well. The scoping of this project will be requested to commence in March next year with implementation in December 2021.</p> <p>January 2021 No change.</p> <p>February 2021 No change.</p> <p>March 2021 On track. Beatty Park workforce now trialling mobile application rostering and time-sheets solution. Future rollout to other casual staff (Depot) pending trial results. Authority ERP electronic time-sheets to be reviewed post system upgrade in late 2021.</p>	<p>31 December 2021</p>
<p>EA:2020/12 (9) Stanton Reg 5 & 17 Review – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Moderate</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (10) Stanton Reg 5 & 17 Review – IT Security Framework</p> <p>Finding IT Controls are lacking across a few areas including a formal IT security framework or policy, out of date supporting policies, user training, vulnerability management, staff screening, change control, BCP testing and document maintenance.</p> <p>Recommendation 1. IT Controls need enhancement including the creation of an IT security framework or policy, ensuring supporting policies such as the Information and Communications Technology Conditions of Use is reviewed and updated, implementing user security training, having vulnerability management such as an intrusion prevention and detection system. Also there needs to be staff screening implemented for sensitive position holders (high financial delegations/high system privileges), formal change control such as a change advisory board, defined BCP testing regime and ensuring IT documents are maintained and kept up to date.</p> <p>Recommendation</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) LOW</p> <p>Related Audit Query EA:2020/10 (4)</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>December 2020 The City will formalise its draft Information Security Program to document and govern security training, vulnerability management, change control and continuity testing. <i>(Refer to OAG IS Finding 4)</i></p> <p>January 2021 On track. Information Security Program endorsed by Executive Management Committee in December 2020.</p> <p>February 2021 On track. Cyber security training now in pilot ahead of full staff rollout. Solution procured from a local City of Vincent business (Blue Zoo).</p> <p>March 2021 Completed. Baselining of staff cyber behaviour has commenced with a training program staged across the year.</p>	<p>31 March 2021</p> <p>Complete</p>
<p>EA:2020/12 (11) Stanton Reg 5 & 17 Review – Record Keeping</p> <p>Finding Poor retrievability of information 'term container used' Record keeping of contract documentation is inefficient and leads to poor retrievability. The record keeping system does not facilitate the use of sub folders which results in all documented related to a subject/topic being saved in a 'container'. With regards to contracts, there are a large number of supporting documentations within these 'containers' thus it can take some time to retrieve the sought-after document</p> <p>Recommendations The City should review useability of their record keeping system ensuring that it is operating effectively. For process efficiency allow user to amend and delete own purchase requisition.</p> <p>Risk Rating (prior to controls) Minor</p> <p>Risk Rating (with current controls) Minor</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>December 2020 The City will review its record keeping system to ensure it is operating effectively.</p> <p>January 2021 No change.</p> <p>February On track. Functionality of the system reviewed with external support provider: the use of folders will be introduced. A staff survey for system satisfaction as well as improvement suggestions will commence in March 2021.</p> <p>March 2021 Delayed. Vendor support for staff survey has been delayed to May 2021.</p>	<p>31 March 2021</p> <p>June 2021</p>

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (13) Stanton Reg 5 & 17 Review – Compliance Procedures and Systems</p> <p>Finding Legislative compliance procedures and systems are not internally reviewed and audited.</p> <p>Recommendation Audit recommends when developing the City's strategic audit plan, legislative compliance reviews should be included to be performed, this will also cover off on the City's future requirements to perform legislative compliance reviews under reg. 17. However, it is worth noting that the City has identified quarterly compliance auditing as a recommendation per their own risk management, internal control, and legislative compliance improvement plan.</p> <p>Risk Rating (prior to controls) Medium</p> <p>Risk Rating (with current controls) Medium</p>	<p>Responsible Officer: Executive Manager Corporate Strategy & Governance</p>	<p>December 2020 This will form part of the annual internal audit program. The draft internal audit program will be prepared in early 2021 and presented to Audit Committee.</p> <p>January 2021 Preparation of draft internal audit program delayed due to other priorities.</p> <p>February 2021 The draft internal audit program is proposed to be presented to the 4 May 2021 Audit Committee meeting.</p> <p>March 2021: On track. Will be presented to the 4 May 2021 Audit Committee meeting.</p>	<p>30-April-2021</p> <p>4 May 2021</p> <p>Complete</p>
<p>EA:2020/12 (14) Office of the Auditor General – Financial Audit – CONFIDENTIAL</p> <p>Risk Rating (prior to controls) Significant</p>	<p>Responsible Officer: Executive Manager Information and Communication Technology</p>	<p>See Confidential log</p>	

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (18) Office of the Auditor General – Financial Audit – Adverse trends in financial ratios</p> <p>Finding During our audit we noted the adverse trends in the following ratios when considering the basic standard set by Department of Local Government, Sport and Cultural Industries ("the department"):</p> <p>Below the basic requirements for 3 years:</p> <ul style="list-style-type: none">- Asset sustainability- Operating surplus <p>Below the basic requirement and below proceeding two years actual result:</p> <ul style="list-style-type: none">- Debt service cover <p>Implication Ratios which are below the basic standards as determined by the Department indicate the short term financial performance of the City is likely unsustainable.</p> <p>Additionally, in accordance with the <i>Local Government (Audit) Regulations 1996</i> ratios with adverse trends will be reported within the audit opinion.</p> <p>Recommendation Management should implement measures to ensure the basic requirements are achieved, where the requirements are not able to be achieved plans for correction action should be made.</p> <p>Risk Rating (prior to controls) Significant</p> <p>Risk Rating (with current controls) Significant</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020:</p> <p>1. <u>Debt Service Ratio</u> – As a result of the once-off contractual balloon payment of \$5.3m for the DLGSC loan, this ratio has been skewed only for the 2019/2020 financial year. The Debt service ratio is expected to normalise for the following years as per the City's current debt portfolio.</p> <p>2. <u>Operating Surplus</u> - In order to improve this ratio, new funding sources has to be looked at and also the current fees and charges (including rates) need to be analysed to determine if they are sufficient. Strategies will also be developed to improve this ratio when preparing the 2021/2022 -2030/2031 LTFP.</p> <p>3. <u>Asset Sustainability Ratio</u> – The asset sustainability ratio has improved compared to last year from 0.30 to 0.45 This is an indicator that administration has focused their attention on ensuring capital spend is focused on renewal instead of new expenditure. The City has implemented the following initiatives since last year:</p> <ul style="list-style-type: none">• Made a concerted effort on spending on renewal instead of new;• Prepared a 4-year capital works program 2020/21-2023/24;• The City's Asset Management Strategy is in the process of being finalised; and• Adopted the 2020/21-2029/30 LTFP which reflects the projected asset sustainability ratio will reach the benchmark ratio by 2024/25. <p>The following will be the action plans for this year:</p> <ul style="list-style-type: none">• Adopting the new asset management strategy;• Updating and aligning the asset management plans to the asset management strategy; and• Updating and preparing the LTFP for 2021/22-2030/31 by incorporating the additional depreciation of NIB stadium into the asset sustainability ratio and revising strategies to attain the benchmark ratio. <p>Department of Local Government Sport and Cultural Industries is in the process of reviewing the current local government ratios as part of the Local Govt Act Reform and some of the benchmarks will be reviewed to be aligned based on the size of the Local Government.</p> <p>February 2021: Work has commenced on the LTFP and 4 year capital works program and strategies on how to improve the asset sustainability and operating surplus ratios is being explored.</p> <p>April 2021: On track</p>	<p>Completed</p> <p>30 June 2021</p> <p>30 June 2021</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (19) Office of the Auditor General – Financial Audit – Periodic cleansing of the supplier masterfile</p> <p>Finding During our audit, we identified that there were several old and outdated supplier records. The City of Vincent does not have a formalised process to periodically review its supplier master file to remove/deactivate old, unused or duplicate supplier records.</p> <p>The supplier master file is a comprehensive file in the financial system which stores key information about suppliers for processing payments to suppliers, including information on bank accounts and addresses.</p> <p>Rating: Moderate</p> <p>Implication The presence of old and unused supplier records increases the risk of duplicate records which also increases the risk of duplicate payments being made. It also increases the risk of fraud, as the unused records can be modified and used to make unauthorised payments.</p> <p>Recommendation Management should perform a periodic review of the supplier master file to remove/deactivate inactive, old, unused or duplicate records.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2021: A detailed process will be developed to ensure the Creditors master file will be reviewed. This will be conducted every 6 months to ensure inactive, old, unused or duplicate creditors records are removed or deactivated.</p> <p>February 2021 On track</p> <p>April 2021 The detailed procedure of cleansing the supplier Masterfile has been completed and the initial review has been completed. Going forward the supplier Masterfile will be reviewed every 6 months to ensure it is accurate.</p>	<p>31 March 2021</p> <p>Complete</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------

CITY OF VINCENT AUDIT LOG

<p>EA:2020/12 (21) Office of the Auditor General – Financial Audit – Quotations - minimum number not obtained</p> <p>Finding Council's purchasing policy states that where the value of a purchase is between \$200 and \$20,000, at least two written quotes must be obtained and recorded.</p> <p>During our expenditure testing, which included reviewing the procurement process, we identified 3 purchases in this range, out of a sample of 36, where there was insufficient documentation to indicate that the requisite number of quotations had been obtained.</p> <p>Implication If purchases are made without obtaining sufficient quotes, there is a risk of favouritism of suppliers and not obtaining value for money.</p> <p>Recommendation</p> <p>i) For purchases below the tender threshold, quotes should be obtained, in accordance with the City of Vincent's purchasing policy</p> <p>ii) If instances arise where it is impractical to obtain the requisite number of quotations, the reasons should be recorded and attached to the purchase order at the time of the purchase being made.</p> <p>Risk Rating (prior to controls) Moderate</p> <p>Risk Rating (with current controls) Moderate</p>	<p>Responsible Officer: Executive Manager Financial Services</p>	<p>December 2020: The following actions will be taken: -The Procurement team will schedule training for individual directorates to reinforce City's Procurement Framework and Policy; and -Ongoing procurement audits will be conducted to ensure compliance.</p> <p>February 2021 Procurement training has commenced for all directorates. The additional resource in procurement will be able to assist with the compliance audit. In the process of finalising the recruitment for this role.</p> <p>April 2021 Procurement training, including minimum quotations training has been completed. Procurement will be conducting ongoing compliance audits.</p>	<p>31 March 2021</p> <p>Complete</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------

12.5 INFORMATION BULLETIN

- Attachments:**
1. Unconfirmed Minutes Arts Advisory Group (AAG) 7 April 2021 [↓](#) 
 2. Unconfirmed Minutes Children and Young People's Advisory Group 21 April 2021 [↓](#) 
 3. Unconfirmed Minutes of Tamala Park Regional Council Meeting held on 15 April 2021 [↓](#) 
 4. Unconfirmed Minutes of Mindarie Regional Council Special Meeting held on 29 April 2021 [↓](#) 
 5. Director General signed Endorsement letter - City of Vincent's Waste Plan - 2021 [↓](#) 
 6. Statistics for Development Services Applications as at April 2021 [↓](#) 
 7. Quarterly Street Tree Removal Information [↓](#) 
 8. Register of Legal Action and Prosecutions Monthly - Confidential
 9. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 29 April 2021 [↓](#) 
 10. Register of Applications Referred to the MetroWest Development Assessment Panel - Current [↓](#) 
 11. Register of Applications Referred to the Design Review Panel - Current [↓](#) 
 12. Register of Petitions - Progress Report - April 2021 [↓](#) 
 13. Register of Notices of Motion - Progress Report - April 2021 [↓](#) 
 14. Register of Reports to be Actioned - Progress Report - April 2021 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated May 2021.

MINUTES



ARTS ADVISORY GROUP

Wednesday, 7 April 2021 at 5.30pm

Venue: Function Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors

Cr Joanne Fotakis (Chairperson) (JF)
Cr Sally Smith (SS)

Community Representatives

Ms Sioux Tempestt (ST) Ms Paula Hart (PH)
Ms Suzanne Worner (SW) Ms Alexandra Thomson (AT)
Ms Claudia Alessi (CA)

Guest

Helen Kruger, Australian Baroque Artistic Director and Violinist (HK)

City of Vincent Officers

Tara Gloster, Manager Policy and Place (TG)
Georgia Lawrence, Coordinator Place (GL)
Lauren Formentin, Place Planner – Pickle District (Arts) (LF)
Zoe Templar, Place Planner (ZT)

Apologies

Mx Johnny Doan (JD)
Mr Nathan Giles (NG)
Mr Eduardo Cossio (EC)

~~~~~

### 1. Welcome/Declaration of Opening – Acknowledgement to Country

JF opened the meeting at 5.35pm and acknowledged the traditional custodians of the land on which the meeting was held.

JF acknowledged the passing this week of Natalie Giles. Natalie was well known and loved in Perth's Arts scene, a passionate reviewer and writer for X-press magazine and fierce advocate for local artists and local events including the Revelation Film Festival.

### 2. Apologies

Mx Johnny Doan (JD), Mr Nathan Giles (NG), and Mr Eduardo Cossio (EC)

### 3. Previous Minutes

Minutes from the previous meeting held 24 February 2021 were tabled for discussion. No comments or amendments were made.

#### 4. Business

##### 4.1 Australian Baroque presentation (HK)

- HK gave a presentation to the group about Australian Baroque, the only baroque orchestra in Western Australia.
- The orchestra has been involved with various local governments on different baroque projects.
- Some recent highlights include 'House Concerts', 'Bach and Beers', 'the Coffee Cantata' and 'The Pigeon and the Albatross'.
- Australian Baroque also partner with schools and universities with performances that range from 1 baroque player up to 30.
- The AAG group welcomed the presentation and were enthusiastic about opportunities for the City of Vincent to partner with Australian Baroque in the future.

##### 4.2 AAG member vacancies, EOI process (LF)

- LF advised that there were currently two vacancies for AAG membership
- An EOI would be sent out once the CoV webpage had been updated and the nomination form activated. The EOI will be advertised through various social media channels, public notices and through the Arts Hub.
- The group agreed that recruiting an Aboriginal AAG member was very important.
- CA said she might be able to assist with recruitment through some contacts in the Vincent community.
- ST stated that Aboriginal representation is really important offering crucial input for the group. She suggested that the EOI process be re-examined to ensure it was more accessible.
- JF stated that recruitment should also involve one-on-one approaches and personal connections.
- JF stated that the terms of reference for the AAG had recently been modified to prioritise the recruitment of an Aboriginal member.

##### 4.4 Phase 2 Arts Relief – Medium Scale Artworks update (LF)

- LF presented an update on Phase 2 of the Arts Relief project.
- Two sites (four in total) in the town centres of Leederville and Perth (William Street) have been identified as potentially suitable for the medium scale artworks.
- LF confirmed that that these two places have been identified because of the equitable allocation of percent for art funds across the local government area.
- ST questioned why the sites needed to be in town centres. GL responded that this was criteria established at the COVID relief committee meeting that approved funding for the project.
- JF confirmed that the sites chosen were on Vincent-owned land and were appropriate for any potential water or electricity connections.
- PH stated that artwork needed to be appropriate for the space. She cautioned against having any seating elements for a site that would not be used for such activities (i.e. it is not a destination site) and also artwork that would not be a potential hazard for high-traffic areas.
- ST stated that there was already a range of smaller artwork in Leederville and this should be taken into account for any additional placements of artwork in the town centre. ST suggested that a stocktake of current artworks might be useful for informing these sort of decisions.
- JF stated that updating the Vincent google artwork map was important to ensure there was ongoing knowledge about current artwork locations.
- SS stated that the relatively modest budget for the medium scale artworks needed to be taken into account when choosing artworks for the sites.
- PH referred to a recent project in Brisbane ('Messengers of Brisbane') that was very effective because the artwork of birds were found throughout a location. This meant that people were encourage to move around the area to locate the birds increasing the opportunity to explore the area.
- PH also pointed to the importance of choosing artwork that had more impact and would be more of a draw as a result. Such artwork was unlikely to be possible with a modest budget.
- CA stated that choosing impactful artwork that also had function was important. Using the bird analogy, she suggested that this type of artwork may also offer lighting as well.
- JF said understanding the local history of Vincent's precincts was really important for establishing meaningful and unique art.

- PH stated that Vincent, being an inner-city area' has a unique layered history of different land uses that can be drawn upon for unique artworks.
- ST said that connection with the community is important for art work.
- TG suggested that the criteria to be in the EOI for the medium scale artworks be reviewed in light of these considerations.
- ST suggested that the brief be open enough to allow innovative submissions for the identified sites with assessments being open to alternative ideas.
- SS suggested that there may be opportunity for one artist to use artwork that is connected through both town centres.
- CA said areas on William Street with high pedestrian traffic were good sites for artwork.
- LF suggested updating the EOI to reflect these views and provide them to the group for review before it goes out.

#### 4.5 Update on recent Percent for Art Applications

- There was discussion in the group about the use of the assessment sheets that LF had put together for applications.
- LF stated that some of the criteria (drawn from the objectives in the Percent for Art Guidelines) could be addressed by administration – in particular the question about public safety of the artwork that could be responded to by the building/engineering team.
- ST stated that scoring might be beneficial if unsuccessful applicants wanted feedback on their submissions.
- ST stated that it was good to look at the budget breakdowns in the submissions as well to understand how much as going to the artist, to the consultant and to the fabrication of the art.
- LF stated that it might be useful to look at a minimum percent requirement in the budget for the artist fees.

#### 4.6 Percent for Art Policy Review + Approvals Process (ZT, LF)

#### 4.7 Arts Development Plan Review discussion (ZT, LF)

- TG suggested that, as the meeting had run over time and some people needed to go that agenda items 4.5 and 4.6 be put on hold and be the sole agenda items at the next AAG meeting. The group agreed.
- JF closed the meeting at 7.30pm.

#### 5. Close/Next Meeting

- a) Next meeting 19 May 2021
- b) Arts Development Plan and Percent for Art Policy review will be priority for this meeting
- c) Perth International Jazz Festival presentation and City of Vincent Event Sponsorship items will be moved to the following AAG meeting on 30 June 2021

| Summary of Actions                                                                                                                      | Date          | Status                 |
|-----------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------|
| LF to send link to video of the Baroque performances to AAG group                                                                       | 08 April 2021 | OneDrive link provided |
| LF to send second draft EOI Artwork Brief and proposed locations for Medium Scale Town Centre Artworks to group                         | 08 April 2021 | OneDrive link provided |
| ZT to provide some information on Percent for Art Policy review and Arts Development Plan overview to group to view before next meeting | 08 April 2021 |                        |

Signed

Councillor

(Chairperson)

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

# MINUTES



## CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 21 April 2021 at 6pm

Venue: Committee Room  
City of Vincent  
Administration and Civic Centre  
244 Vincent Street Leederville

### Attendees:

City of Vincent Councillors  
Cr Alex Castle (Chairperson)  
Cr Sally Smith (Cr Smith)

Community Representatives  
Laura Dunlop – o/b David Reid (LD)  
Abid Imam (AI)  
Suzanne Lawrence (SL)  
Daniel Langlands (DL)

City of Vincent Officers  
Kate Allen – Community Development Advisor (KA)  
Ashia Harris – Incoming Community Development Advisor (AH)

### 1. Welcome/Declaration of Opening

The Chairperson opened the meeting at 6.05pm and delivered the Acknowledgement of Country.

### 2. Apologies

Shari Stockdale  
Virginia Miltrup – Executive Director Community & Business Services  
Gemma Carter – Manager Marketing and Partnerships

### 3. Confirmation of Previous Minutes

Noted.

### 4. Business

#### 4.1 Introduction to new Children and Young People Officer

KA introduced the group to Ashia Harris, who is currently the Waste Education Officer at the City and will be moving into the Children and Young People role next week.

#### 4.2 Update on Implementation of the Youth Action Plan (YAP)

Discussed the recent "Youth Heroes" campaign for Youth Week. Five young people from across the City were nominated and highlighted for this social media campaign.

KA also advised that she nominated Maddie Godfrey, a Mount Lawley resident who has worked with and received funding from the City for poetry workshops, for the Youth Week WA Awards. Maddie was announced as the winner of the Propel Youth Arts WA Creative Contribution Award.



The group also congratulated LD on being a finalist in the Youth Worker category of these awards. Both of these achievements were promoted on the City's social media, highlighting the great work being done by, and for, young people in the City.

KA explained that these awards and nominations work towards increasing youth recognition under the 'Support and Opportunity' key focus area of the YAP.

Discussed the progress of the mental health workshops being held at Aranmore by Headspace with 3 sessions having been held so far. There has been representation of YMCA HQ at these sessions to increase their connections with the school also and encourage young people to engage with the services. This initiative works to support mental health and wellbeing ('Resilience and Wellbeing' key focus area). The City is also supporting the Youth At Risk Network (YARN) event being held at YMCA HQ and Oxford Reserve on Friday 23 April.

KA asked the group for feedback on expanding the Headspace partnership and asking sporting clubs if they want to participate in sessions. AI advised that Healthway have just launched a new campaign with Football West to 'Think Mental Health' and so this would be a great time to talk to sports clubs about holding this type of presentation. Also discussed some other presenters in this field who could be engaged including Josh Di Nucci, Paul Peacock and Bella Broadway.

**ACTION: 1) KA and AH to investigate Headspace sessions with local sporting clubs**

#### 4.3 Youth Engagement Summit

The City will hold its second Youth Engagement Summit on Tuesday 11 May at the North Perth Town Hall. KA advised that the summit will feature speaker David Castelanelli presenting on social media distractions, and workshops from IZRA (on resilience) and Happiness Co (on social contribution for happiness and wellbeing). The focus on wellbeing and health was chosen to align with the YAP.

Students from Churchlands Senior High School and Aranmore College are attending and Foyer Oxford residents will also be invited. Bob Hawke College and Mt Lawley Senior High School were also invited however did not respond to the invitations.

The group asked about engagement with students at the event on local issues and getting their feedback on youth programming. Advised that there would be a portion of time in the afternoon dedicated to getting feedback.

#### 4.4 Year 6 Interschool Debating Competition

KA advised that the City is planning to host this event again, and will request facilitation of the event by WA Debating League (WADL). A date has not yet been set but will be looked at for Term 3. KA asked the group for their feedback on potential topics for the debates. Ideas included:

- Sustainability initiatives
- Bike paths/ shared road usage
- Migrant rights
- Social inequality
- COVID vaccinations

Advised that these ideas would be put into consideration when topics are discussed with WADL.

#### 4.5 Leederville Skate Park Upgrade Consultation

KA provided information from the City's Strategic Planning Team on an upcoming public consultation on Wednesday 5<sup>th</sup> of May from 4pm – 6.30pm at Leederville Skate Park, for upgrading the park. The upgrade will be split into two phases, with Phase One focussing on the half pipe, basketball court and seating area, and Phase Two focussing on the main park and bowls. Phase One will begin in 2021/2022. The Strategic Planning team are hoping to get input from CYPAG members following the workshop.

The group raised the following questions for the Strategic Planning Team:

- Will the workshop be advertised/ promoted on site and at YMCA?
- If the work is being split into 2 stages, is enough money being allocated to maintain the bowl area, given its age, until the second stage of the redevelopment?
- Will the design have elements that cater to other disciplines e.g. parkour?
- Where will seating be for parents who need to be able to see younger kids in the bowl area?

The Chairperson requested that the Strategic Planning Team email them with further details regarding the full consultation, to understand what else would be undertaken aside from the workshop.

**ACTION: 1) KA/AH to raise CYPAG's queries re the Leederville Skate Park Upgrades with the Strategic Planners**

#### 4.6 Other Business

KA noted that the Pop-Up Play community consultation at Edinboro Street Reserve had been completed and that the most popular option was 'Obstacle Course'. Many of the respondents also requested that the large grass space is not used for the Pop-Up Play installation, as this is heavily used by the community as a kick-a-bout space.

**ACTION: 1) KA/AH to progress pop up play ideas for Edinboro Street Reserve with the Parks team to come up with some design options.**

#### **5. Close/Next Meeting**

The meeting was closed at 7.38pm. The next meeting is scheduled for 16 June 2021.

Signed

\_\_\_\_\_  
Councillor (Chairperson)

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

| Summary of Actions                                                                                                       | Date         | Status      |
|--------------------------------------------------------------------------------------------------------------------------|--------------|-------------|
| KA and AH to investigate Headspace sessions with local sporting clubs                                                    | 16 June 2021 | In Progress |
| KA/AH to raise CYPAG's queries re the Leederville Skate Park Upgrades with the Strategic Planners                        | 22 June 2021 | Completed   |
| KA/AH to progress pop up play ideas for Edinboro Street Reserve with the Parks team to come up with some design options. | 16 June 2021 | In progress |



## Ordinary Meeting of Council

Thursday 15 April 2021

# MINUTES

**City of Joondalup**  
**90 Boas Avenue, Joondalup**

*Constituent Members:*  
*Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo*  
*Towns of Cambridge and Victoria Park*

## Minutes TPRC Meeting of Council – 15 April 2021

## TABLE OF CONTENTS

|                                                                                   |    |
|-----------------------------------------------------------------------------------|----|
| MEMBERSHIP .....                                                                  | 4  |
| 1. OFFICIAL OPENING.....                                                          | 6  |
| DISCLOSURE OF INTERESTS .....                                                     | 6  |
| 2. PUBLIC STATEMENT/QUESTION TIME.....                                            | 6  |
| 3. APOLOGIES AND LEAVE OF ABSENCE.....                                            | 6  |
| 4. PETITIONS .....                                                                | 6  |
| 5. CONFIRMATION OF MINUTES.....                                                   | 6  |
| 5A BUSINESS ARISING FROM MINUTES .....                                            | 7  |
| 6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION).....                               | 7  |
| 7. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 7.1 – 7.7).....                     | 7  |
| 7.1 BUSINESS REPORT – PERIOD ENDING 8 APRIL 2021 .....                            | 7  |
| 7.2 STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH OF FEBRUARY<br>2021 .....       | 7  |
| 7.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 APRIL 2021 .....                | 7  |
| 7.6 CODE OF CONDUCT FOR ELECTED MEMBERS, COMMITTEE MEMBERS<br>AND CANDIDATES..... | 7  |
| 7.7 RELEASE OF STAGE 27B - CATALINA BEACH .....                                   | 8  |
| 7.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTH OF<br>FEBRUARY 2021 .....    | 8  |
| 7.4 PROJECT FINANCIAL REPORT – FEBRUARY 2021 .....                                | 8  |
| 8. COMMITTEE REPORTS 8.1 - 8.9.....                                               | 9  |
| MANAGEMENT COMMITTEE (18 MARCH 2021) .....                                        | 9  |
| 8.1 REVIEW OF PROJECT FORECAST 2020.....                                          | 9  |
| 8.2 STAGE 18C (CATALINA CENTRAL) SUBDIVISION PLAN .....                           | 9  |
| 8.3 PROJECT BUDGET FYE 2022 – PRELIMINARY CONSIDERATIONS .....                    | 9  |
| 8.4 CATALINA GROVE UPDATE.....                                                    | 10 |
| 8.5 CATALINA GREEN DESIGN GUIDELINES .....                                        | 10 |
| CEO PERFORMANCE REVIEW COMMITTEE (17 MARCH 2021).....                             | 10 |
| 8.9 CEO MODEL STANDARDS 2021 .....                                                | 10 |
| 9. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN .....                   | 10 |
| 10. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN<br>GIVEN.....       | 10 |
| 11. URGENT BUSINESS APPROVED BY THE CHAIR.....                                    | 10 |
| 12. GENERAL BUSINESS .....                                                        | 10 |
| 13. DECISION TO MOVE TO CONFIDENTIAL SESSION .....                                | 11 |

---

**Minutes TPRC Meeting of Council – 15 April 2021**

---

|      |                                                                             |    |
|------|-----------------------------------------------------------------------------|----|
| 13.1 | CONFIDENTIAL: CATALINA SOCIAL STRATEGY (2021).....                          | 11 |
| 13.2 | CONFIDENTIAL: REVIEW OF DEVELOPMENT MANAGER APPOINTMENT<br>TO STAGE 3 ..... | 11 |
| 13.3 | CONFIDENTIAL: CEO ANNUAL PERFORMANCE REVIEW FOR 2019/2020.                  | 12 |
| 14.  | FORMAL CLOSURE OF MEETING .....                                             | 12 |

## Minutes TPRC Meeting of Council – 15 April 2021

**MEMBERSHIP**

| OWNER COUNCIL         | MEMBER                                                                             | ALTERNATE MEMBER                          |
|-----------------------|------------------------------------------------------------------------------------|-------------------------------------------|
| Town of Cambridge     | Cr Andres Timmermanis<br>(DEPUTY CHAIR)                                            | Cr Gary Mack                              |
| City of Joondalup     | Cr John Chester<br>Cr Phillipa Taylor                                              | Cr Christopher May<br>Cr Suzanne Thompson |
| City of Perth         | Cr Brent Fleeton                                                                   | Cr Clyde Bevan                            |
| City of Stirling      | Cr Karen Caddy (CHAIR)<br>Cr David Lagan<br>Cr Suzanne Migdale<br>Cr Bianca Sandri | Cr Karlo Perkov                           |
| Town of Victoria Park | Cr Claire Anderson                                                                 |                                           |
| City of Vincent       | Cr Joanne Fotakis                                                                  | Cr Alex Castle                            |
| City of Wanneroo      | Cr Brett Treby<br>Cr Domenic Zappa                                                 | Cr Natalie Sangalli<br>Cr Vinh Nguyen     |

---

 Minutes TPRC Meeting of Council – 15 April 2021
 

---

**PRESENT**

|                                                     |                                                                                                                                                                                                                                               |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Chair</b>                                        | Cr Karen Caddy                                                                                                                                                                                                                                |
| <b>Councillors</b>                                  | Cr Claire Anderson<br>Cr John Chester<br>Cr Joanne Fotakis<br>Cr Suzanne Migdale<br>Cr Philippa Taylor<br>Cr Brett Treby<br>Cr Domenic Zappa                                                                                                  |
| <b>Alternate Members</b>                            | Cr Clyde Bevan                                                                                                                                                                                                                                |
| <b>Staff</b>                                        | Mr Tony Arias (Chief Executive Officer)<br>Mr Simon O'Sullivan (Manager Project Coordination)<br>Ms Wendy Cowley (Governance - City of Joondalup)                                                                                             |
| <b>Apologies Councillors</b>                        | Cr Bianca Sandri<br>Cr Brent Fleeaton<br>Cr David Lagan<br>Cr Andres Timmermanis                                                                                                                                                              |
| <b>Leave of Absence</b>                             | Nil                                                                                                                                                                                                                                           |
| <b>Absent</b>                                       | Nil                                                                                                                                                                                                                                           |
| <b>Consultants</b>                                  | Mr Alan Abel (Satterley Property Group)<br>Mr Carl Buckley (Satterley Property Group)<br>Ms Julia Nelson (Satterley Property Group)<br>Mr John Silla (Satterley Property Group)                                                               |
| <b>Apologies Participant Councils' Advisers</b>     | Mr John Giorgi (Town of Cambridge)<br>Mr Stuart Jardine (City of Stirling)<br>Mr David MacLennan (City of Vincent)<br>Ms Michelle Reynolds (City of Perth)<br>Mr Daniel Simms (City of Wanneroo)<br>Mr Anthony Vuleta (Town of Victoria Park) |
| <b>In Attendance Participant Councils' Advisers</b> | Mr James Pearson (City of Joondalup)<br>Mr Stevan Rodic (City of Stirling)<br>Ms Noelene Jennings (City of Wanneroo)                                                                                                                          |
| <b>Members of the Public</b>                        | Nil                                                                                                                                                                                                                                           |
| <b>Press</b>                                        | Nil                                                                                                                                                                                                                                           |



---

Minutes TPRC Meeting of Council – 15 April 2021

---

**1. OFFICIAL OPENING**

The Chair declared the meeting open at 6:04pm and welcomed Cr Clyde Bevan - Alternate Member (City of Perth) to the TPRC meeting.

**DISCLOSURE OF INTERESTS**

Nil

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

**Apologies:** Cr Bianca Sandri  
Cr Brent Fleeton  
Cr David Lagan  
Cr Andres Timmermanis

**Request for Leave of Absence – Cr Karen Caddy**

Cr Caddy has requested Leave of Absence from Council duties covering the period 24 April 2021 to 10 May 2021 inclusive.

Moved Cr Zappa, Seconded Cr Treby.

**That Council approve Cr Caddy's Leave of Absence from 24 April 2021 to 10 May 2021 (inclusive).**

The Motion was put and declared CARRIED (9/0).

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

Ordinary Meeting of Council – 18 February 2021

Moved Cr Treby, Seconded Cr Zappa.

**That the minutes of the Ordinary Meeting of Council of 18 February 2021 be confirmed, and signed by the Chair, as a true and correct record of proceedings.**

The Motion was put and declared CARRIED (9/0).

---

Minutes TPRC Meeting of Council – 15 April 2021

---

**5A BUSINESS ARISING FROM MINUTES**

Nil

**6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)**

Nil

**7. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 7.1 – 7.7)****7.1 BUSINESS REPORT – PERIOD ENDING 8 APRIL 2021**

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 8 April 2021.**

The Motion was put and declared CARRIED (9/0).

**7.2 STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH OF FEBRUARY 2021**

Moved Cr Zappa, Seconded Cr Fotakis.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 28 February 2021.**

The Motion was put and declared CARRIED (9/0).

**7.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 APRIL 2021**

Moved Cr Treby, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 8 April 2021.**

The Motion was put and declared CARRIED (9/0).

**7.6 CODE OF CONDUCT FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND CANDIDATES**

Moved Cr Anderson, Seconded Cr Treby.

[The recommendation in the agenda]

---

Minutes TPRC Meeting of Council – 15 April 2021

---

**That the Council APPROVES:**

- 1. The Code of Conduct for Elected Members, Committee Members and Candidates; and**
- 2. The Complaint about Alleged Breach form; Code of Conduct for Elected Members, Committee Members and Candidates.**

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (9/0).

#### **7.7 RELEASE OF STAGE 27B - CATALINA BEACH**

Moved Cr Migdale, Seconded Cr Zappa.

[The recommendation in the agenda]

**That the Council APPROVES:**

- 1. The release of lots for sale in Stage 27B Catalina Beach in FYE 2021 (May - June 2021); and**
- 2. The associated construction costs being brought forward in the Project Budget FYE 2021.**

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (9/0).

**The recommendations for Items 7.3 and 7.4 were moved and seconded en bloc.**

Moved Cr Migdale, Seconded Cr Zappa.

#### **7.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTH OF FEBRUARY 2021**

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the month of February 2021:**

**Month ending 28 February 2021 (Total \$283,666.54)**

#### **7.4 PROJECT FINANCIAL REPORT – FEBRUARY 2021**

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (February 2021) submitted by the Satterley Property Group.**

The Motions were put and declared CARRIED (9/0).

---

Minutes TPRC Meeting of Council – 15 April 2021

---

**8. COMMITTEE REPORTS 8.1 - 8.9****MANAGEMENT COMMITTEE (18 MARCH 2021)**

The recommendations for Items 8.1 – 8.5 were moved and seconded en bloc.

Moved Cr Migdale, Seconded Cr Fotakis.

**8.1 REVIEW OF PROJECT FORECAST 2020**

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the CBRE report (December 2020) on the review of Project Forecast (July 2020).
2. **REQUESTS** the Satterley Property Group to provide an updated Project Forecast for consideration at the Council's June 2021 meeting that accounts for changing market conditions experienced in the later part of 2020 and early 2021.

**8.2 STAGE 18C (CATALINA CENTRAL) SUBDIVISION PLAN**

[The recommendation in the agenda]

That the Council **RECEIVES** the Satterley Property Group report (dated 2 March 2021) in respect to the proposed subdivision concept plan for the Stage 18C site in Catalina Central.

**8.3 PROJECT BUDGET FYE 2022 – PRELIMINARY CONSIDERATIONS**

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the preliminary report on the Project Budget FYE 2022, prepared by Satterley Property Group (dated 10 March 2021).
2. **SUPPORTS** the preliminary recommendations for the Catalina Project Budget FYE 2022, as detailed in the Satterley Property Group report, dated 10 March 2021, and the following Additional Expenditure Items:
  - a) Construction of the Beach Park (Phase 2);
  - b) Sale of the Local Centre Site – Catalina Grove;
  - c) Design of the Aviator Boulevard – Catalina Grove; and
  - d) Construction of Foreshore Beach Park (Phase 1).

---

Minutes TPRC Meeting of Council – 15 April 2021

---

**8.4 CATALINA GROVE UPDATE**

[The recommendation in the agenda]

That the Council **RECEIVES** the Catalina Grove update.

**8.5 CATALINA GREEN DESIGN GUIDELINES**

[The recommendation in the agenda]

That the Council **APPROVES** the Catalina Green Design Guidelines, subject to inclusion of additional requirements relating to tree planting and deep soil zones.

The Motions were put and declared CARRIED (9/0).

**CEO PERFORMANCE REVIEW COMMITTEE (17 MARCH 2021)****8.9 CEO MODEL STANDARDS 2021**

Moved Cr Treby, Seconded Cr Zappa.

[The recommendation in the agenda]

1. That the Council **ADOPTS** the Chief Executive Officer Model Standards 2021.
2. That the Review of the Organisation Structure be presented to the CEO Performance Review Committee prior to presentation at an Ordinary Meeting of Council.

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (9/0).

**9. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**10. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**11. URGENT BUSINESS APPROVED BY THE CHAIR**

Nil

**12. GENERAL BUSINESS**

Nil

---

Minutes TPRC Meeting of Council – 15 April 2021

---

**13. DECISION TO MOVE TO CONFIDENTIAL SESSION**

Moved Cr Migdale, Seconded Cr Treby.

**That the Council:**

Move into Closed Session and exclude members of the press and public from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 5.23 of the *Local Government Act 1995*, as Items 13.1 - Catalina Social Strategy 2021, 13.2 - Review of Development Manager Appointment to Stage 3 and 13.3 - CEO Annual Performance Review come within the following provisions:-

- c) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- e) *A matter that if disclosed, would reveal –*
  - i) *Information that has a commercial value to a person; or*
  - ii) *Information about the business, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).*

The Motion was put and declared CARRIED (9/0).

**13.1 CONFIDENTIAL: CATALINA SOCIAL STRATEGY (2021)**

Moved Cr Chester, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Catalina Social Strategy (2021).**
- 2. ACCEPTS that the Satterley Property Group has achieved the deliverables required by the Development Manager's Key Performance Indicators (February 2020) - Governance, requiring the delivery of the Catalina Social Strategy.**

The Motion was put and declared CARRIED (9/0).

Satterley Property Group left the Chamber at 6:37pm and returned at 6:40pm.

**13.2 CONFIDENTIAL: REVIEW OF DEVELOPMENT MANAGER APPOINTMENT TO STAGE 3**

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

---

Minutes TPRC Meeting of Council – 15 April 2021

---

That the Council:

1. **RECEIVES** the Stantons International report (January 2021) on the review of the Development Manager Appointment to Stage 3 of the Catalina Project.
2. **ACCEPTS** that Satterley Property Group Pty Ltd has performed and observed its obligations under the Development Management Agreement (2010) for Stage 2 of the Catalina Project for the period up to December 2020.
3. **APPROVES** the appointment of Satterley Property Group Pty Ltd as the Development Manager to Stage 3 of the Catalina Project as shown on the Staging Plan 2020 and gives written notice in accordance with the Development Management Agreement (2010).

The Motion was put and declared CARRIED (9/0).

Mr T Arias and Mr S O'Sullivan left the Chamber at 6:38pm and returned at 6:40pm.

### **13.3 CONFIDENTIAL: CEO ANNUAL PERFORMANCE REVIEW FOR 2019/2020**

Moved Cr Zappa, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council **AGREES** that the:

1. **CEO** has met the performance requirements set by Council for 2019-2020.
2. **CEO** be given no salary increase.
3. **Council** and the **CEO** mutually agree on Key Performance Indicators for 2020-2021.

The Motion was put and declared CARRIED (9/0).

Moved Cr Migdale, Seconded Cr Treby.

That the Meeting be **REOPENED** to the public.

The Motion was put and declared CARRIED (9/0).

### **14. FORMAL CLOSURE OF MEETING**

The Chair declared the meeting closed at 6:40pm.





## MINUTES

### SPECIAL COUNCIL MEETING

TIME: 6.30 PM

29 April 2021

ELECTRONIC MEETING

---

*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*



MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 2

---

## CONTENTS

|   |                                                                |   |
|---|----------------------------------------------------------------|---|
| 1 | DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....         | 3 |
| 2 | ATTENDANCE / APOLOGIES .....                                   | 3 |
| 3 | DECLARATION OF INTERESTS.....                                  | 4 |
| 4 | PUBLIC QUESTION TIME.....                                      | 4 |
| 5 | ANNOUNCEMENTS BY THE PRESIDING PERSON .....                    | 4 |
| 6 | MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC..... | 5 |
|   | 6.1 CEO RECRUITMENT OPTIONS AND CONTRACT TERMS .....           | 5 |
| 7 | NEXT MEETING .....                                             | 7 |
| 8 | CLOSURE .....                                                  | 7 |

MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 3

*Prior to the commencement of this meeting the CEO through the Chair outlined the meeting etiquette for the Special Council meeting by Zoom, voting to be by a show of hands and member council officers in attendance to turn off video.  
Council Members and Member Council Officers' Zoom connections were confirmed.*

## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair welcomed Council Members, MRC staff and Member Council Officers to the meeting which was conducted by electronic means in accordance with the Local Government (Administration) Regulations 1996.

The Chair declared the meeting opened at 6.33 pm.

## 2 ATTENDANCE / APOLOGIES

### Councillor Attendance

|                                           |                   |
|-------------------------------------------|-------------------|
| Cr D Boothman, JP (Chair)                 | City of Stirling  |
| Cr A Jacob, JP                            | City of Joondalup |
| Cr R Gordon                               | City of Perth     |
| Cr S Proud, JP - <i>joined at 6.42 pm</i> | City of Stirling  |
| Cr K Sargent                              | City of Stirling  |
| Cr E Cole                                 | City of Vincent   |
| Cr F Cvitan, JP                           | City of Wanneroo  |
| Cr D Newton, JP                           | City of Wanneroo  |
| Cr K Shannon - <i>joined at 6.39 pm</i>   | Town of Cambridge |

### Apologies

|                            |                       |
|----------------------------|-----------------------|
| Cr K Vernon (Deputy Chair) | Town of Victoria Park |
| Cr R Fishwick JP           | City of Joondalup     |
| Cr J Ferrante              | City of Stirling      |

### Leave of Absence

Nil

### Absent

Nil

### MRC Officers

Mr G Hoppe (Chief Executive Officer)  
Ms A Slater (Director Corporate Services) *left meeting at 6.54 pm*  
Ms S Cherico (Manager Human Resources)  
Ms D Toward (Executive Support)

### Member Council Observers

Mr M Foley (City of Perth) *left meeting at 6.54 pm*  
Mr A Mason (City of Perth) *left meeting at 6.54 pm*  
Mr R Bryant (City of Stirling) *left meeting at 6.54 pm*  
Mr A Murphy (City of Vincent) *left meeting at 6.54 pm*  
Mr D Simms (City of Wanneroo) *left meeting at 6.54 pm*  
Mr K Hincks (Town of Cambridge) *left meeting at 6.54 pm*  
Mr J Wong (Town of Victoria Park) *left meeting at 6.54 pm*

MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 4

---

**MRC Observers**

Mr A Griffiths *left meeting at 6.54 pm*

**3 DECLARATION OF INTERESTS**

Nil

**4 PUBLIC QUESTION TIME**

Members of the public had been invited to submit their questions by email. No public questions were received.

**5 ANNOUNCEMENTS BY THE PRESIDING PERSON**

The Chair advised that the Special Council meeting was being conducted by Zoom due to health concerns relating to the current COVID-19 restrictions.

---

MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 5

The Chair requested that in accordance with clause 6.2(2) of the Mindarie Regional Council Standing Orders Local Law 2020 and s5.23 of the Local Government Act 1995, Council proceed to meet "behind closed doors" to allow the Council to consider items 6.1 as the item is of a confidential nature.

The Chair invited MRC Officers and members of the MRC Strategic Working Group (SWG) to remain on line for the meeting.

Note: The Chief Executive Officer has not released the report for item 6.1 for public information.

**Moved Cr Boothman, seconded Cr Gordon**

**RESOLVED**

**To close the meeting to the public**

(CARRIED UNANIMOUSLY 7/0)

Doors closed at 6.35pm. MRC officers and Member Council Officers remained on line observing the meeting for item 6.1.

**Moved Cr Boothman, seconded Cr Gordon**

**RESOLVED**

**To suspend operation of clause 7.9(1) of the Mindarie Regional Council Standing Orders Local Law 2020 to allow members to speak twice.**

(CARRIED UNANIMOUSLY 7/0)

## **6 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

**This report is Confidential in accordance with Section 5.23 (2) (c) of the Local Government Act 1995 as the report deals with a contract which may be entered into.**

### **6.1 CEO RECRUITMENT OPTIONS AND CONTRACT TERMS**

|                             |                                |
|-----------------------------|--------------------------------|
| <b>File No:</b>             | <b>GF-20-001615</b>            |
| <b>Attachments(s):</b>      | <b>Nil</b>                     |
| <b>Date:</b>                | <b>28 April 2021</b>           |
| <b>Responsible Officer:</b> | <b>Chief Executive Officer</b> |

*6.39 pm Cr Shannon joined the meeting*

*6.42 pm Cr Proud joined the meeting*

During debate of the item, Cr Cole expressed concerns that Member Council Officers were in attendance during the confidential item.

The Chair requested Member Council Officers to leave the meeting.

Member Council Officers left the meeting at 6.54 pm.

The CEO through the Chair confirmed that Member Council Officers were no longer connected to the meeting.

MRC CEO Mr Hoppe, and MRC officers Ms Cherico and Ms Toward remained in the meeting.

MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 6

---

*6.59 pm Cr Proud logged out of the meeting due to poor Zoom connection*

*7.01 pm Cr Proud re-connected to the meeting*

**Moved Cr Cole, seconded Cr Proud**

**RESOLVED**

**That Council approves the recommendation of the CEO Recruitment and Performance Committee to proceed with the CEO recruitment process on the basis of a 2-year term.**

**(CARRIED UNANIMOUSLY 9/0)**

**Moved Cr Boothman, seconded Cr Gordon**

**RESOLVED**

**To re-open the meeting.**

**(CARRIED UNANIMOUSLY 9/0)**

The Chair declared the meeting reopened at 7.09 pm.

No Member Council Officers reconnected to the meeting.

The Chair noted that the resolution for 6.1 passed behind closed doors.

MINDARIE REGIONAL COUNCIL  
SPECIAL COUNCIL MEETING MINUTES  
29 April 2021

Page 7

---

**7 NEXT MEETING**

The next meeting will be an Ordinary Council Meeting to be held on Thursday in the Council Chambers at the City of Stirling on 27 May 2021 commencing at 8.30 pm.

**8 CLOSURE**

The Chair closed the meeting at 7.11 pm and thanked Councillors and the MRC Administration for their participation in the electronic meeting of Council.

Signed ..... Chair

Dated ..... day of .....2021





Government of Western Australia  
Department of Water and Environmental Regulation

Our ref: DWERDG418/21  
Enquiries: Shirene Hickman, Ph: 6364 6433

Mr David MacLennan  
Chief Executive Officer  
City of Vincent

[david.maclennan@vincent.wa.gov.au](mailto:david.maclennan@vincent.wa.gov.au)

Dear Mr MacLennan

### **ENDORSEMENT OF CITY OF VINCENT'S WASTE PLAN**

Thank you for submitting the City of Vincent's waste plan prepared under section 40(2) of the *Waste Avoidance and Resource Recovery Act 2007* on 5 February 2021.

I commend the City of Vincent's commitment to reducing waste, increasing resource recovery, and protecting the environment. I consider that the City of Vincent is implementing initiatives that are consistent with, and contribute to, the delivery of the targets and objectives of the State's *Waste Avoidance and Resource Recovery Strategy 2030* (the Waste Strategy), including:

- Providing all residents access to a three-bin FOGO collection system by July 2022.
- Improving waste collection and recovery in Multi-Unit Developments in preparation for the full FOGO roll-out.
- Developing business systems for waste services to ensure accurate records and data reporting.
- Developing waste and recycling education, awareness and promotional programs.
- Research into alternative waste treatment options.

As you may be aware, the Department of Water and Environmental Regulation is supporting the delivery of the Waste Strategy targets by:

- developing opportunities for FOGO processing and markets through the FOGO Reference Group;
- developing composting guidelines and better-practice guidelines for solid waste treatment and storage facilities;
- incorporating FOGO-related inputs into strategic reviews of Western Australia's waste infrastructure;
- clarifying and improving the regulatory framework for waste to energy facilities; and
- continuing to develop the WasteSorted communications toolkit to help local governments communicate their waste and recycling services to residents and support consistent and effective communications across local governments.

Prime House, 8 Davidson Terrace Joondalup Western Australia 6027  
Locked Bag 10 Joondalup DC WA 6919  
Telephone: 08 6364 7000 Facsimile: 08 6364 7001  
[www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)

I am pleased to endorse the City of Vincent's waste plan and wish you success with its implementation.

I look forward to receiving the City of Vincent's first annual report for the 2021-22 financial year on the implementation of its waste plan by 1 October 2022.

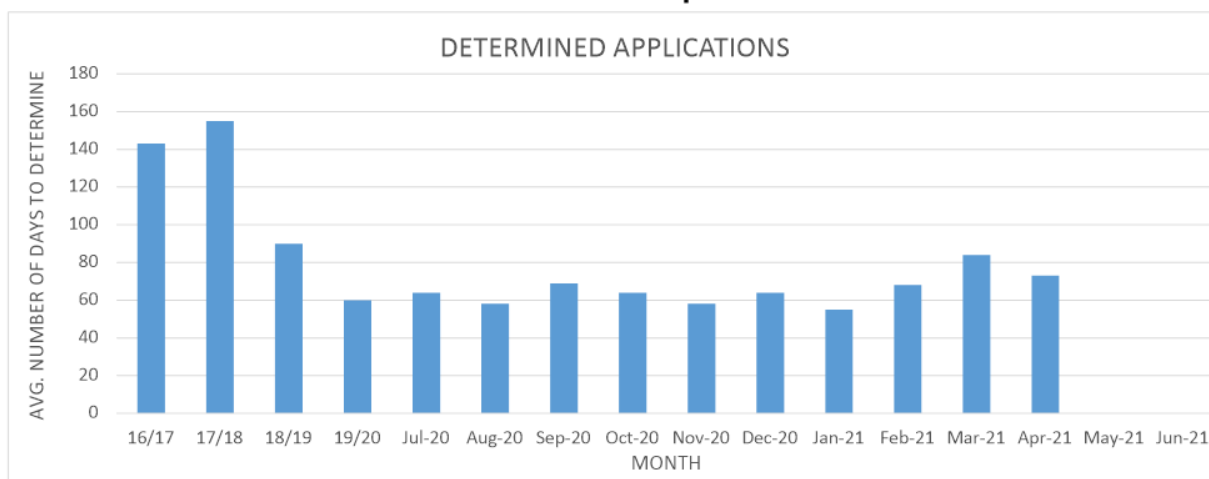
Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mike Rowe', with a large, stylized initial 'M'.

Mike Rowe  
**DIRECTOR GENERAL**

03 May 2021

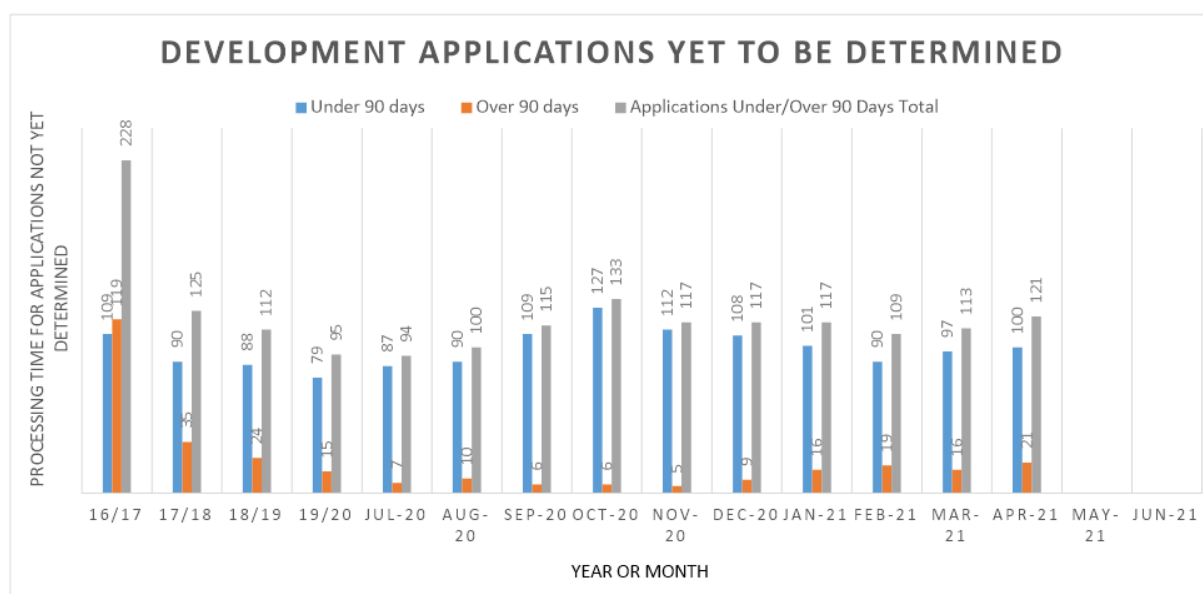
### Statistics for Development Applications As at the end of April 2021



**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2020.

| Processing Days | 16/17 | 17/18 | 18/19 | 19/20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 |
|-----------------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Minimum         | 7     | 1     | 0     | 0     | 14     | 0      | 23     | 20     | 20     | 0      | 1      | 1      | 3      | 1      |        |        |
| Average         | 143   | 155   | 85    | 60    | 64     | 58     | 69     | 64     | 58     | 64     | 55     | 68     | 84     | 73     |        |        |
| Maximum         | 924   | 1008  | 787   | 499   | 113    | 132    | 191    | 110    | 141    | 268    | 90     | 128    | 225    | 211    |        |        |

|                                        | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 |
|----------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| DA's Determined                        | 31     | 35     | 28     | 36     | 49     | 41     | 28     | 37     | 35     | 27     |        |        |
| Value of Determined DA's (in millions) | 10.2   | 23.20  | 18.89  | 33.8   | 27.6   | 19.2   | 4.96   | 6.6    | 36.8   | 22.8   |        |        |



**Table 2:** No. of DA's to be determined

|                                              | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 |
|----------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| DA's lodged                                  | 26     | 42     | 47     | 57     | 38     | 33     | 31     | 27     | 40     | 39     |        |        |
| DA's to be Determined                        | 94     | 100    | 115    | 133    | 117    | 117    | 117    | 109    | 113    | 121    |        |        |
| Value of DA's to be Determined (in millions) | 36.73  | 35.17  | 42.58  | 57.68  | 35.25  | 61.10  | 64.29  | 66.98  | 46.06  | 39.1   |        |        |



CITY OF VINCENT

## INFORMATION BULLETIN

|                    |                                                                                     |
|--------------------|-------------------------------------------------------------------------------------|
| <b>SUBJECT:</b>    | <b>Quarterly Street Tree Removal Request Report</b>                                 |
| <b>DATE:</b>       | <b>11 January 2021</b>                                                              |
| <b>AUTHOR:</b>     | <b>Tracy Bilyk, Executive Assistant<br/>John Gourdis, Supervisor Parks Services</b> |
| <b>AUTHORISER:</b> | <b>Yvette Plimbley, Acting Executive Director Infrastructure &amp; Environment</b>  |

**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.

This decision was subsequently altered to require the report be provided on a quarterly basis at the 3 December 2019 Ordinary Meeting of Council.

**COMMENTS:**

Please find below listing for the period 1 October 2020 to 5 January 2021.



# INFORMATION BULLETIN

| Date       | Requested By     | Location / Address                | Reason for Removal                                                                                                                                           | Tree Species                   | Inspection Comments                                                  | Number of Trees Removed | Approved for Removal (Y/N) | Replacement Tree (Y/N - species)                                                    |
|------------|------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------------------|-------------------------|----------------------------|-------------------------------------------------------------------------------------|
| 14/09/2020 | Resident         | 108 Eton Street, North Perth      | Resident request to remove 2 x Queensland Box trees due to fruit drop and crossover trip hazard.                                                             | <i>Lophostemon conferta</i>    | Trees are in healthy condition with no disruption to paths nor walls | 0                       | No                         | N/A                                                                                 |
| 16/09/2020 | Resident         | 109 Alma Road, North Perth        | Trees were vandalised                                                                                                                                        | <i>Jacaranda mimosaeifolia</i> | Tree vandalised - trunk snapped at base.                             | 2                       | Yes                        | <i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape |
| 16/09/2020 | Supervisor Parks | 201 Carr Place, Leederville       | Resident request/dead tree                                                                                                                                   | <i>Lophostemon conferta</i>    | Tree is confirmed dead                                               | 1                       | Yes                        | <i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape |
| 25/09/2020 | Resident         | 105 Zebina Street, East Perth     | Resident request/dead tree                                                                                                                                   | <i>Jacaranda mimosaeifolia</i> | Tree is confirmed dead                                               | 1                       | Yes                        | <i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape |
| 13/10/2020 | Resident         | 115 Coogee Street, Mount Hawthorn | Tree is dead - stump remains                                                                                                                                 | <i>Agonis flexuosa</i>         | Only stump remains. Stump to be removed                              | 1                       | Yes                        | <i>Agonis flexuosa</i>                                                              |
| 21/10/2020 | Resident         | 8 Forrest Street, Mount Lawley    | Remove existing Tipuana and replace with WA native. Customer is tired of cleaning up leaves and flowers. Please call to advise if tree can/will be replaced. | <i>Tipuana tipu</i>            | Tree is in perfect health                                            | 0                       | No                         | N/A                                                                                 |
| 21/10/2020 | Resident         | 100 Palmerston Street, Perth      | Resident request/tree is dying                                                                                                                               | <i>Callistemon K.P.S.</i>      | Tree in serious decline                                              | 1                       | Yes                        | <i>Melaleuca viridiflora</i>                                                        |
| 23/10/2020 | Resident         | 49 Burt Street, North Perth       | Resident request - tree will impede proposed crossover widening                                                                                              | <i>Olea europaea</i>           | Waiting planning approval                                            | 3 (TBD)                 | TBD                        | TBD, currently liaising with resident                                               |
| 29/10/2020 | Supervisor Parks | 86 Edinboro Street, Mt Hawthorn   | Resident requested/dead tree                                                                                                                                 | <i>Callistemon K.P.S.</i>      | Tree is confirmed dead                                               | 1                       | Yes                        | <i>Melaleuca viridiflora</i>                                                        |
| 29/10/2020 | Supervisor Parks | 119 Edinboro Street, Mt Hawthorn  | Dead tree                                                                                                                                                    | <i>Callistemon K.P.S.</i>      | Tree is confirmed dead                                               | 1                       | Yes                        | <i>Melaleuca linarifolia</i>                                                        |
| 29/10/2020 | Supervisor Parks | 122 Edinboro Street, Mt Hawthorn  | Dead tree                                                                                                                                                    | <i>Callistemon K.P.S.</i>      | Tree is confirmed dead                                               | 1                       | Yes                        | <i>Melaleuca linarifolia</i>                                                        |



CITY OF VINCENT

# INFORMATION BULLETIN

|            |                         |                                                 |                                                                                                                                                                                                     |                           |                                                                                                                                                                 |   |     |                              |
|------------|-------------------------|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----|------------------------------|
| 29/10/2020 | Supervisor Parks        | 109 London Street, Mt Hawthorn                  | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 125 London Street, Mt Hawthorn                  | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 137 London Street, Mt Hawthorn                  | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 104 Raglan Road, Mt Lawley                      | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 116 Chelmsford Road, North Perth                | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Sapium sebiferum</i>      |
| 29/10/2020 | Supervisor Parks        | 41 Joel Tce, Mt Lawley                          | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 122-124 Joel Tce, Mt Lawley                     | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 29/10/2020 | Supervisor Parks        | 143 Joel Tce, Mt Lawley                         | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 16/11/2020 | Acting Supervisor Parks | 68 Shakespeare Street Mount Hawthorn            | Dead tree                                                                                                                                                                                           | <i>Agonis flexuosa</i>    | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Agonis flexuosa</i>       |
| 16/11/2020 | Acting Supervisor Parks | 19 Raglan Road Mount Lawley                     | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree in serious decline                                                                                                                                         | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 17/11/2020 | Resident                | 5 Byron Street Leederville                      | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree in serious decline                                                                                                                                         | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 19/11/2020 | Resident                | 31 Albert Street North Perth (Vine St frontage) | Resident suspects tree is dying - tree is hollow in centre and rats are living in it.                                                                                                               | <i>Agonis flexuosa</i>    | Tree in serious decline                                                                                                                                         | 1 | Yes | <i>Agonis flexuosa</i>       |
| 24/11/2020 | Resident                | 17 Cliveden Street, North Perth                 | Tree leaning into street, causing issues for vehicles parking and passing. Please contact customer with outcome of request, he has safety concerns and has previously contacted us about this tree. | <i>Agonis flexuosa</i>    | Tree is old and showing some signs of trunk opening with internal roots. Still looks sound and in reasonable health, despite having a slight lean to road side. | 0 | No  | N/A                          |
| 25/11/2020 | Acting Supervisor Parks | 66 Redfern Street North Perth                   | Tree has been damaged by vandalism                                                                                                                                                                  | <i>Agonis flexuosa</i>    | Tree sawn off at ground level                                                                                                                                   | 2 | Yes | <i>Agonis flexuosa</i>       |
| 25/11/2020 | Resident                | 116 Raglan Road Mount Lawley                    | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree is confirmed dead                                                                                                                                          | 1 | Yes | <i>Melaleuca viridiflora</i> |
| 25/11/2020 | Resident                | 31 Camelia Street North Perth                   | Dead tree                                                                                                                                                                                           | <i>Callistemon K.P.S.</i> | Tree in serious decline                                                                                                                                         | 1 | Yes | <i>Melaleuca viridiflora</i> |



CITY OF VINCENT

# INFORMATION BULLETIN

|            |          |                                     |                                    |                                          |                         |   |     |                                          |
|------------|----------|-------------------------------------|------------------------------------|------------------------------------------|-------------------------|---|-----|------------------------------------------|
| 25/11/2020 | Resident | 34 Camelia Street<br>North Perth    | Dead tree                          | <i>Callistemon</i><br><i>K.P.S.</i>      | Tree in serious decline | 1 | Yes | <i>Melaleuca viridiflora</i>             |
| 25/11/2020 | Resident | 26 Camelia Street<br>North Perth    | Dead tree                          | <i>Callistemon</i><br><i>K.P.S.</i>      | Tree in serious decline | 1 | Yes | <i>Melaleuca viridiflora</i>             |
| 25/11/2020 | Resident | 35 Camelia Street<br>North Perth    | Dead tree                          | <i>Callistemon</i><br><i>K.P.S.</i>      | Tree in serious decline | 1 | Yes | <i>Melaleuca viridiflora</i>             |
| 26/11/2020 | Resident | 107 Zebina Street<br>East Perth     | Dead tree                          | <i>Jacaranda</i><br><i>mimosaeifolia</i> | Tree is confirmed dead  | 1 | Yes | <i>Jacaranda</i><br><i>mimosaeifolia</i> |
| 30/11/2020 | Resident | 23 Marian Street<br>Leederville     | Dead tree                          | <i>Lophostemon</i><br><i>confertus</i>   | Tree is confirmed dead  | 1 | Yes | <i>Corymbia eximia</i>                   |
| 04/12/2020 | Resident | 2A Haynes Street<br>North Perth     | Dead tree                          | <i>Callistemon</i><br><i>K.P.S.</i>      | Tree in serious decline | 1 | Yes | <i>Melaleuca viridiflora</i>             |
| 15/12/2020 | Resident | 119 Egina Street,<br>Mount Hawthorn | Resident suspects tree is<br>dying | <i>Agonis flexuosa</i>                   | Tree is confirmed dead  | 1 | Yes | <i>Agonis flexuosa</i>                   |
| 05/01/2021 | Resident | 6b, 236 Lake Street,<br>Perth       | Dead tree                          | <i>Agonis flexuosa</i>                   | Tree is confirmed dead  | 1 | Yes | <i>Agonis flexuosa</i>                   |



**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 29 APRIL 2021**

| NO. | ADDRESS & SAT REVIEW NO.                       | DATE RECEIVED    | APPLICANT      | REVIEW MATTER & COMMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----|------------------------------------------------|------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | No. 3 Bulwer Avenue, Perth<br>(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. Directions Hearing held on 28 February 2020. Directions Hearing held on 22 May 2020. Mediations held on 15 June 2020 and 7 July 2020. Directions Hearing held on 14 August 2020. SAT advised that it cannot reopen a withdrawn SAT matter and that a new Development Application may be submitted. Applicant advised that this could be lodged within 2-3 weeks (by 4 September 2020). New development application lodged with City on 11 September 2020. Currently under assessment by Administration. Directions Hearing held on 9 October 2020 matter adjourned to 4 December 2020 to await determination of the development application. Development application approved under delegated authority on 12 November 2020. Direction Hearing held on 4 December 2020 matter adjourned to 14 May 2021 to allow time to comply with the condition of development approval relating to the removal of render and painting of the façade.</p> <p><i>Representation by: McLeods</i></p> |

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 30 APRIL 2021**

| No. | ADDRESS                                  | APPLICANT   | PROPOSAL                                                                            | DATE APPLICATION RECEIVED | DAP MEETING DATE | DAP DECISION                                                                                                                                                                                                                                                                                             |
|-----|------------------------------------------|-------------|-------------------------------------------------------------------------------------|---------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | No. 379 Beaufort Street, Perth           | Serneke     | Form 1 – Mixed Use Development                                                      | 15 September 2020         | 14 April 2021    | <p>Application approved, contrary to City's recommendation for refusal.</p> <p>Minutes available <a href="#">here</a>.</p> <p><b>Decision 3/2</b><br/> <b>For:</b><br/> Ms Francesca Lefante<br/> Ms Lee O'Donohue<br/> Mr John Syme<br/> <b>Against:</b><br/> Cr Joshua Topelberg<br/> Cr Dan Loden</p> |
| 2.  | Nos. 521 – 525 Beaufort Street, Highgate | Studio Roam | Form 1 – Change of use from Shop to Tavern and associated Alterations and Additions | 27 January 2021           | 30 April 2021    | <p>Application approved consistent with City recommendation.</p> <p>Minutes available <a href="#">here</a>.</p> <p><b>Decision: Unanimous</b></p>                                                                                                                                                        |

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)  
REGISTER OF APPLICATIONS CONSIDERED BY DRP  
AS AT 29 APRIL 2021**

| NO. | ADDRESS                               | APPLICANT                                                               | PROPOSAL               | DRP MEETING DATE | REASON FOR REFERRAL                                                                                                                                                                                                                                                   |
|-----|---------------------------------------|-------------------------------------------------------------------------|------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | No. 357 Oxford Street, Mount Hawthorn | Peter Simpson<br>Town Planning &<br>Taylor Robinson<br>Chaney Broderick | Commercial Development | 7 April 2021     | Pre-lodgement Application.<br>The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the appropriateness of the development within its Setting. No DA lodged. |
| 2.  | No. 391 Lord Street, Mount Lawley     | Urbanista Town Planning                                                 | Multiple Dwellings (8) | 28 April 2021    | Pre-lodgement Application.<br>The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the appropriateness of the development within its Setting. No DA lodged. |



CITY OF VINCENT

# INFORMATION BULLETIN

|                     |                                                             |
|---------------------|-------------------------------------------------------------|
| <b>TITLE:</b>       | <b>Register of Petitions – Progress Report – April 2021</b> |
| <b>DIRECTORATE:</b> | <b>Chief Executive Officer</b>                              |

## 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.

|                   |                                                  |
|-------------------|--------------------------------------------------|
| <b>Key Index:</b> |                                                  |
| CEO:              | Chief Executive Officer                          |
| EDCBS:            | Executive Director Community & Business Services |
| EDIE:             | Executive Director Infrastructure & Environment  |
| EDSD:             | Executive Director Strategy & Development        |

| Date Rcd  | Subject                                                                                                                                                                                                                                                    | Action Officer | Action Taken                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26/2/2021 | Petition with 387 signatures requesting that Council rescind the Council decision that the Special Needs Dental Clinic at 31 Sydney Street, North Perth be vacated by 30 June 2021 and instead extend the lease until 2025, to mirror that of Kidz Galore. | CEO            | At the Ordinary Council Meeting on 27 April 2021 Council approved a 3 month extension of the lease and licence term, commencing 1 July 2021 and expiring 30 September 2021, with a 3 month further extension of lease and licence term, at the discretion of the City's Chief Executive Officer based on the progress made by the Minister for Health to secure an alternative site – the Minister for Health must submit its relocation plan and timeframe to the City by 31 August 2021. |



# INFORMATION BULLETIN

|                     |                                                                     |
|---------------------|---------------------------------------------------------------------|
| <b>TITLE:</b>       | <b>Register of Notices of Motion – Progress Report – April 2021</b> |
| <b>DIRECTORATE:</b> | <b>Chief Executive Officer</b>                                      |

## 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                                |
| EDCBS: | Executive Director Community & Business Services |
| EDIE:  | Executive Director Infrastructure & Environment  |
| EDSD:  | Executive Director Strategy & Development        |

| Details                                                           | Action Officer | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>27 April 2021</b>                                              |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Community Engagement For Ecozoning                                | EDIE           | Chief Executive Officer to ensure that future eco-zoning initiatives in public parks/reserves will involve prior public engagement with the local community and park users on the design and implementation.                                                                                                                                                                                                                                                                                          |
| <b>20 October 2020 – Submitted by Mayor Cole</b>                  |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Review of Graffiti Removal Service in City Owned Rights of Way    | EDIE           | Complete.<br>The review was presented to Council at the Workshop on 13 April 2021.                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>20 October 2020 – Submitted by Cr Topelberg</b>                |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Review of Local Planning Policy No. 7.5.2 – Signs and Advertising | EDSD           | Notice of Motion was moved and with the timeframe amended to state the revised completion date of December 2021. Administration working on amending the policy to include the words “, excluding Clause 3(iii),” after the words “particular standard or provision of this Policy”, pursuant to clause 5(1) of Schedule 2 of <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . Administration also investigating the suitability of Billboard Signs in the City of Vincent. |



CITY OF VINCENT

# INFORMATION BULLETIN

|                     |                                                                          |
|---------------------|--------------------------------------------------------------------------|
| <b>TITLE:</b>       | <b>Register of Reports to be Actioned – Progress Report – April 2021</b> |
| <b>DIRECTORATE:</b> | <b>Chief Executive Officer</b>                                           |

## 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  
 EDCBS: Executive Director Community & Business Services  
 EDSD: Executive Director Strategy & Development  
 EDIE: Executive Director Infrastructure & Environment

| Item                 | Report Details                                                             | Action Officer | Comments                                                                                                                                                                                                                                                                                        | Due Date / Timeframe for Completion / Completed |
|----------------------|----------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <b>27 April 2021</b> |                                                                            |                |                                                                                                                                                                                                                                                                                                 |                                                 |
| <b>9.1</b>           | Draft Robertson Park Development Plan                                      | <b>EDSD</b>    | The Draft Development Plan will commence community consultation in May 2021. The results of community consultation and the updated Development Plan based on the feedback received will be presented to Council for final endorsement in late 2021.                                             | Late 2021                                       |
| <b>9.2</b>           | Community and Stakeholder Engagement Framework                             | <b>EDSD</b>    | The Draft Strategy and Policy will commence community consultation in May 2021. The results of community consultation and the updated Strategy and Policy based on the feedback received will be presented to Council for final endorsement in late 2021.                                       | Late 2021                                       |
| <b>9.3</b>           | Draft Leederville Precinct Structure Plan and Draft Leederville Place Plan | <b>EDSD</b>    | The Draft Precinct Structure Plan and Place Plan will commence community consultation in May 2021. The results of community consultation and the updated Precinct Structure Plan and Place Plan based on the feedback received will be presented to Council for final endorsement in late 2021. | Late 2021                                       |
| <b>9.4</b>           | Draft Beaufort Street Town Centre Place Plan                               | <b>EDSD</b>    | The Draft Place Plan will commence community consultation in May 2021. The results of community consultation and the updated Place Plan based on the feedback received will be presented to Council for final endorsement in late 2021.                                                         | Late 2021                                       |

| Item                 | Report Details                                                                                                                                                                                   | Action Officer | Comments                                                                                                                                                                                                                                                                                                                                                   | Due Date / Timeframe for Completion / Completed                                                                                                                                                                    |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.1                 | E-Permits Implementation Progress Report                                                                                                                                                         | EDIE           | A monthly report on the progress of the implementation system is to be provided to Council.                                                                                                                                                                                                                                                                | Report to be presented to 18 May 2021 Council Meeting, monthly thereafter.                                                                                                                                         |
| 10.2                 | Proposed 12 Month Trial of New and Amended Parking Restrictions in the Streets Surrounding Hyde Park - Vincent, Hyde, William, and Glendower Streets, Perth, North Perth, Mt Lawley and Highgate | EDIE           | Public consultation on the proposed restrictions will commence shortly. The results of the consultation is the subject of a further report to Council by June 2021.                                                                                                                                                                                        | June 2021                                                                                                                                                                                                          |
| 12.1                 | Future use and management of 34 Cheriton Street, Perth                                                                                                                                           | CEO            | Administration will advise the Minister for Lands of the Council decision.                                                                                                                                                                                                                                                                                 | May 2021                                                                                                                                                                                                           |
| 12.2                 | Extension of Lease – North Perth Special Needs (Shalom Coleman) Dental Clinic, 31 Sydney Street, North Perth and Advertising of Sale of 25 Sydney Street, North Perth                            | CEO            | Administration will prepare the lease extension documentation for execution, and submit the modified Transition Plan to the Attorney General.<br><br>Sale of car park land will be presented separately to a future Council meeting.                                                                                                                       | Lease and transition plan must be finalised by 1 July 2021.                                                                                                                                                        |
| 17.1                 | Leederville Gardens – Consideration of Request by Leederville Gardens to repay trust monies                                                                                                      | CEO            | Administration will arrange repayment and execution of deed as per recommendation.                                                                                                                                                                                                                                                                         | July 2021                                                                                                                                                                                                          |
| <b>23 March 2021</b> |                                                                                                                                                                                                  |                |                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                    |
| 9.5                  | Community Sporting and Recreation Facilities Fund Small Grants Application – Forrest Park Croquet Club                                                                                           | EDSD           | Grant application to be completed in March 2021.                                                                                                                                                                                                                                                                                                           | The outcome of the grant application will be communicated to the City in June 2021.                                                                                                                                |
| 9.6                  | Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation                                                                  | EDSD           | The City will forward required documentation to the Western Australian Planning Commission pursuant to Regulation 53 of the Planning and Development (Local Planning Schemes) Regulations 2015. After the Western Australian Planning Commission has determined Amendment No. 6 to Local Planning Scheme No. 2, the City will publish notices of adoption. | Support by the Western Australian Planning Commission to be obtained in 2021. Following this both Amendment 6 to LPS2 and Amendment 1 to LPP 7.4.5 will be published simultaneously and come into effect together. |
| 9.7                  | Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention and Heritage Areas. Relating to Guidelines for The Boulevard, Kalgoorlie Street, Matlock Street and Buxton Street      | EDSD           | This amendment is now adopted.                                                                                                                                                                                                                                                                                                                             | <b>Completed.</b><br>A notice was published on 10 April 2021.                                                                                                                                                      |
| 10.1                 | Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites                                                                                              | EDIE           | Further information on how to recover costs of solar from leaseholders to be provided.                                                                                                                                                                                                                                                                     | Report to be presented to 18 May 2021 Council Meeting.                                                                                                                                                             |
| 10.2                 | Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal                                                                                                                                     | EDIE           | Carry out one final scheduled collection in July 2021.<br><br>Implement an 18 month trial of the WMRC Verge Valet from January 2022.<br><br>Further report will be provide to council on the progress and the community feedback.                                                                                                                          | Carry out one final scheduled collection in July 2021.<br><br>Implement an 18 month trial of the WMRC Verge Valet from January 2022.<br><br>Report to be presented to Council in March 2023                        |



| Item                    | Report Details                                                                                                                         | Action Officer | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Due Date / Timeframe for Completion / Completed                                  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| 11.1                    | Management Agreement - Leederville Toy Library - Portion of Lot 10927, 99 Loftus Street, Leederville                                   | EDCBS          | Administration is drafting the Management Agreement. Once signed, this will be forwarded to the Mayor & CEO for final approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 30 May 2021                                                                      |
| 12.2                    | Amendment of Fraud and Corruption Prevention Policy                                                                                    | CEO            | Policy to be advertised in April, results proposed for the June meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | June 2021                                                                        |
| 12.6                    | Results of community consultation - Future use of 10 Monmouth Street, Mount Lawley                                                     | EDIE           | Sketch of the eco-zoning to be prepared in consultation with the community and presented to Council in early 2021/22.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Early 2021/22                                                                    |
| 12.7                    | Minutes and Motions from the Annual General Meeting of Electors held on 9 February 2021                                                | CEO            | Present a report to Council on affordable financial model and feasibility of underground power by November 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | November 2021                                                                    |
| <b>15 December 2020</b> |                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                  |
| 9.8                     | Beatty Park 2062 - Project Update                                                                                                      | EDCBS          | Awaiting proposal from heritage architect to inform options paper. Item currently scheduled for OMC 22 June 2021.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | April 2021<br>May 2021<br>22 June 2021                                           |
| 9.9                     | Review of Policy No. 4.1.22 - Prosecution and Enforcement                                                                              | EDSD           | Listed for July 2021 in Policy Review Schedule.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | July 2021                                                                        |
| 10.3                    | North Perth Traffic Report                                                                                                             | EDIE           | <del>Implement a 12 month trial by extending the Fitzgerald street median island through the intersection.</del><br><br>Undertake consultation with the businesses and residents in the area bounded by Angove, Charles, Vincent and Fitzgerald Streets on the installation of mid-block traffic calming measures.<br><br>Present a further report at the conclusion of public consultation in March-May 2021<br><br>Inform the petitioners of the Council's decision.<br><br>Undertake traffic, speed and volume and data collection on Alma Road and present to council in March July 2021. | Public consultation in February March-April with report March May-July 2021 OMC. |
| 11.4                    | Review of Library Collection Management Policy (3.11.1) and Local History Collection Management Policy (3.11.2)                        | EDCBS          | Advertising of Policy ceased 15 February. Further item to be presented to OMC 27 April 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 23 March 2021<br><b>Complete</b><br>27 April 2021                                |
| 11.5                    | Support for the Uluru Statement from the Heart                                                                                         | EDCBS          | A letter has been sent to WALGA, the Prime Minister and Federal Leader of the Opposition showing Council's support for the Uluru Statement from the Heart.                                                                                                                                                                                                                                                                                                                                                                                                                                    | 15 February 2021<br>15 March 2021<br><b>Complete</b>                             |
| <b>17 November 2020</b> |                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                  |
| 9.2                     | No. 305 (Lot: 4, D/P: 1602) Fitzgerald Street, West Perth - Change of Use from Warehouse to Recreation Private (Amendment to Approved) | EDSD           | Deferral to allow the applicant to arrange for an Acoustic Report to be prepared and submitted prior to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | During 2021                                                                      |

| Item                     | Report Details                                                                                                                    | Action Officer | Comments                                                                                                                                                                                                                                                                                                                                                                  | Due Date / Timeframe for Completion / Completed                                                                                                          |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | (Unauthorised Existing Development)                                                                                               |                | consideration of the item at a future Council Meeting. Applicant is currently considering their options in how to progress the matter, with this expected to be confirmed prior to commencement of 2021.                                                                                                                                                                  |                                                                                                                                                          |
| 12.5                     | Updated project plans for 5 strategic projects in the Corporate Business Plan 2020/21 - 2023/24                                   | EDSD           | Project plans approved and will be completed as per the detailed timeframes and milestones. With following updates each quarter.                                                                                                                                                                                                                                          | Due to be presented back to Council for an update on progress at the February May 2021 Council Meeting.                                                  |
| <b>20 October 2020</b>   |                                                                                                                                   |                |                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                          |
| 9.5                      | Adoption of Amendments to Mobile Food Vendor Policy and Consideration of a Commercial Kiosk Proposal at Hyde Park                 | EDSD/ CEO      | Consultation will occur in early March 2021. Results proposed to be presented to Council at April May mid 2021 Council Meeting.                                                                                                                                                                                                                                           | Mid 2021                                                                                                                                                 |
| 9.6                      | Draft Haynes Street Reserve Development Plan                                                                                      | EDSD           | Development plan complete. Implementation phase to commence in 2021.                                                                                                                                                                                                                                                                                                      | Implementation phase to commence in 2021/22.                                                                                                             |
| 9.7                      | Accessible City Strategy                                                                                                          | EDSD           | Strategy approved for advertising with amendment. Advertising is open until February 2021. A report will be presented to Council following this.                                                                                                                                                                                                                          | A report will be presented to Council in mid April 2021. A report will be presented to Council in mid 2021. Implementation plan to commence in 2021/22.  |
| 10.1                     | Update on Manna Inc Meal Service at Weld Square                                                                                   | EDIE           | Service ended 24 December 2020.                                                                                                                                                                                                                                                                                                                                           | Further report to Council in October 2021.                                                                                                               |
| 12.2                     | Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct | EDCBS          | Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months.                                                                                                                                                                                                                                                                   | Expected completion 31 December 2021. End of 2021/22 financial year.                                                                                     |
| 12.5                     | Transfer of ANZAC Cottage, 38 Kalgoorlie Street, Mount Hawthorn, to the National Trust of Western Australia                       | CEO            | Transfer of land and surrender of lease drafted. Waiting on WAARA for signing. Settlement scheduled for April 2021.                                                                                                                                                                                                                                                       | Estimated to occur by early 2021.                                                                                                                        |
| 12.6                     | Extension of Lease - Barlee Street Car Park, 596 (Lots 49 & 50) Beaufort Street, Mount Lawley                                     | CEO            | Settlement and transfer to National Trust WA occurred 21 April 2021.                                                                                                                                                                                                                                                                                                      | Complete                                                                                                                                                 |
| <b>15 September 2020</b> |                                                                                                                                   |                |                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                          |
| 9.4                      | City of Vincent Rebound Plan                                                                                                      | EDSD           | The Rebound Plan is a living document that will constantly update and evolve to meet the changing needs of businesses and the community. The plan will be updated and reported monthly to the Rebound Roundtable and COVID-19 Relief and Recovery Committee, and quarterly to Council. First update to council was in December 2020. With following updates each quarter. | First quarterly update due to 15 December 2020 Council meeting. The next quarterly update will be provided to Council at its meeting in April June 2021. |
| 10.1                     | Waste Strategy Project - 8 Commercial Waste Collections (Update Report)                                                           | EDIE           | Administration currently preparing next steps for ending commercial services as per council approved Communications Strategy.                                                                                                                                                                                                                                             | Implementation review report to Council on the discontinuation of the commercial waste service will                                                      |

| Item                                    | Report Details                                                                                                                                                                                            | Action Officer | Comments                                                                                                                                                                                                                                                                                                                    | Due Date / Timeframe for Completion / Completed                                                                                                                                                                       |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                         |                                                                                                                                                                                                           |                | Administration is visiting all commercial premises.                                                                                                                                                                                                                                                                         | be provided six months after implementation.                                                                                                                                                                          |
| 11.1                                    | Lease of Community Building at Woodville Reserve, 10 Farmer Street, North Perth, Wadjak Northside Aboriginal Community Group                                                                              | EDCBS          | Administration are waiting on Wadjak Northside Aboriginal Community Group to affix the common seal on the lease documentation. Once affixed a memo will be presented to the Mayor & CEO for final approval.                                                                                                                 | 18 April 2021<br>31 May 2021                                                                                                                                                                                          |
| 12.4                                    | Outcome of advertising and adoption of Meeting Procedures policy                                                                                                                                          | CEO            | The Electronic Meeting Guidelines will be reviewed and updated in respect to the public question time process in early 2021.                                                                                                                                                                                                | 15 December 2020<br>Early 2021<br>A review of the Electronic Meeting Guidelines has been undertaken and presented in April Policy Paper. Proposed amendments will be presented to June OMC for approval to advertise. |
| <b>Council Meeting – 18 August 2020</b> |                                                                                                                                                                                                           |                |                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                       |
| 12.1                                    | Progress update on the Sustainable Environment Strategy 2019-2024                                                                                                                                         | CEO<br>EDSD    | Consider the C40 principles as part of SES and Public Health Plan implementation.                                                                                                                                                                                                                                           | Report back to Council on SES and PHP by May-April March 2021. PHP implications to be included in CBP 26 Strategic Projects quarterly report in May 2021.                                                             |
| <b>Council Meeting – 28 July 2020</b>   |                                                                                                                                                                                                           |                |                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                       |
| 12.7                                    | Advertising of new Local Government Property Local Law 2020 and new Election Signs                                                                                                                        | CEO            | <del>Public notice to be provided commenced in August 2020. Minister for Local Government to be provided with draft for comment. Minister's comments on draft local laws received, review ongoing.</del><br>Report to Council on amendments proposed to draft local laws and present to Council in mid 2021.                | Report to Council on amendments proposed to draft local laws and present to Council in Mid 2021. February 2021 on outcomes of public notice in November 2020.                                                         |
| 12.9                                    | Advertising of amended Development on City Owned and Managed Land Policy                                                                                                                                  | CEO            | <del>Public notice to be provided in August 2020, extended to September to allow updated policy with diagrams to be provided to public. Public consultation complete, further internal revision and discussion with relevant stakeholders required due to comments received. Report to Council proposed for mid 2021.</del> | Report to Council on outcomes of consultation by October 2020.<br>Report to Council proposed for February/March Mid 2021.                                                                                             |
| <b>Council Meeting – 19 May 2020</b>    |                                                                                                                                                                                                           |                |                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                       |
| 12.3                                    | Grant of access easement over the City's Right of Way (Lot 303) for the benefit of Lot 49 (No.33) Scarborough Beach Road, North Perth and transfer of Lots 303 & 304 on Deposited Plan 28000 to the Crown | CEO            | Land transfer with DPLH for registration. Expected to be completed by end February 2021. December 2020-Mid 2021.<br>The easement has been finalised.                                                                                                                                                                        | December 2020.<br>February 2021<br>Mid 2021                                                                                                                                                                           |
| <b>Council Meeting – 7 April 2020</b>   |                                                                                                                                                                                                           |                |                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                       |
| 12.3                                    | Sale of miscellaneous portions of City Freehold Land                                                                                                                                                      | CEO            | Community consultation in respect to Brentham Street proposed for mid-2021.                                                                                                                                                                                                                                                 | 202 Vincent Street -<br><b>Complete</b><br>150 Charles Street - <b>Complete</b>                                                                                                                                       |





| Item                                      | Report Details                                                                                                                                                                                                                                                         | Action Officer | Comments                                                                                                                                                                                                                                                                                                     | Due Date / Timeframe for Completion / Completed                                                                                                                                                               |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                           |                                                                                                                                                                                                                                                                        |                | Consultation on Monmouth Street closed early 2021 and report to be presented to Council at 23 March Meeting. <del>Administration liaising with adjacent owners regarding Barlee St car park lot.</del> Barlee Street carpark lease extended and consultation on future use of lot occurred in March 2021.    | 10 Monmouth Street – <b>Complete</b> sale not proceeding<br>Barlee Street carpark – consultation complete, going to Council 27 April 23 March 18 May 2021<br>Brentham Street – consultation to occur mid 2021 |
| <b>Council Meeting – 17 March 2020</b>    |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |
| 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                                                                                                                                                                                       |
| <b>Council Meeting – 11 February 2020</b> |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |
| 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            | <del>Preparing public and utility provider notification documents, with public notice to be provided from end June 2020. Request will be made to Minister for Lands in August 2020.</del><br>Advertising commenced, closing 1 October 2020. Request to Minister for Lands October 2020.                      | Minister for Lands estimated to make a decision by <del>February-March</del> mid 2021                                                                                                                         |
| <b>Council Meeting – 10 December 2019</b> |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |
| 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            | Department of Planning, Lands and Heritage considering the request.                                                                                                                                                                                                                                          | <del>Minister for Lands estimated to make a decision by October 2020.</del> Late 2021                                                                                                                         |
| <b>Council Meeting – 15 October 2019</b>  |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |
| 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 <del>October 2020</del> early mid 2021.                                                                                                                    |
| <b>Council Meeting – 23 July 2019</b>     |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |
| 9.8                                       | Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development                                                                                                                                                                   | EDSD           | The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to the COVID-19 pandemic. The draft Policy will be reviewed in the context of the current situation and will be advertised and presented back to Council for consideration. | The revised draft Policy will be presented to Council for consideration in the 2020/21 financial year.                                                                                                        |
| <b>Council Meeting – 30 April 2019</b>    |                                                                                                                                                                                                                                                                        |                |                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                               |

| Item                                  | Report Details                                                                                         | Action Officer | Comments                                                                                                                                                                                                                                                                           | Due Date / Timeframe for Completion / Completed                                                                                                                                                                                |
|---------------------------------------|--------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11.4                                  | Transfer and dedication of lots as road - Charles Street, North Perth                                  | CEO            | <del>Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties.</del><br>Acquisition of Lot 66 on hold due to adverse possession claim.<br>Resolution of adverse possession claim waiting on Landgate decision. | To be signed by 30 October 2020.<br>Waiting on Landgate decision                                                                                                                                                               |
| <b>Council Meeting – 2 April 2019</b> |                                                                                                        |                |                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                |
| 11.4                                  | Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008 | CEO            | Local Government Property Local Laws and new Election Signs Policy report provided to Council 28 July 2020 for approval to advertise.<br>Trading in Public Places Amendment Local Law will be redrafted in 20/21.                                                                  | Local Government Property Local Law <b>completed</b> (Item 12.7 28 July 2020).<br>Trading in Public Places Local Law will be redrafted mid in June 2021.                                                                       |
| <b>Council Meeting – 5 March 2019</b> |                                                                                                        |                |                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                |
| 10.1                                  | Business Case for the Adoption of a Three Bin Food Organic/Garden Organics System                      | EDIE           | Report detailing implementation considerations and further financial modelling on the implications of the adoption of FOGO system will be presented to Council as it becomes available.                                                                                            | <del>Report now to be presented into 2021, as a result of project postponement due to COVID-19.</del> Implementation now scheduled from October 2021.<br><del>RFQ outcome to be discussed at 2 February Budget Workshop.</del> |
| <b>Council Meeting – 27 June 2017</b> |                                                                                                        |                |                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                |
| 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 early 2021 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. <del>An update will be provided to Council following the site meeting in March 2020.</del>                                                  | <del>September October 2020</del><br><b>Complete</b><br>Report to Council 27 April 2021                                                                                                                                        |
| <b>Council Meeting – 30 May 2017</b>  |                                                                                                        |                |                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                |
| 12.5                                  | Perth Parking Levy                                                                                     | EDIE           | <del>Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy.</del><br>State Government yet to release results of consultation.                                                                                            | Update scheduled to be provided in late 2021.                                                                                                                                                                                  |
| <b>Council Meeting – 7 March 2017</b> |                                                                                                        |                |                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                |
| 9.3.5                                 | Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)      | EDSD           | Administration is reviewing the feedback received from the Department of Local Government, Sport and Cultural Industries in respect to the new Local Government Property Local Law. Drafting of the Animal Local Law will                                                          | <del>31 March 2021</del><br>Draft proposed to be presented mid 2021.                                                                                                                                                           |

| Item                                 | Report Details                                                                                | Action Officer | Comments                                                                                                                                                                                                                                                          | Due Date / Timeframe for Completion / Completed                    |
|--------------------------------------|-----------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
|                                      |                                                                                               |                | recommence, taking this into consideration. Administration expect to present the draft Animal Local Law to Council April 2021.<br>In the interim, Administration is exercising its discretion in applying the poultry provisions of the current Health Local Law. |                                                                    |
| <b>Council Meeting – 27 May 2014</b> |                                                                                               |                |                                                                                                                                                                                                                                                                   |                                                                    |
| 9.3.4                                | 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.                                                                                                                                                                                   | <del>September 2020.</del><br><del>November 2020</del><br>Mid 2021 |



**12.6 REQUEST FROM THE PUBLIC TRANSPORT AUTHORITY - TRANSFER AND DEDICATION OF PORTION OF SUMMERS STREET, EAST PERTH**

- Attachments:**
1. Intamaps image of PTA portion of Summer Street [↓](#) 
  2. Deposited Plan [↓](#) 
  3. Intramaps image of Summers Street (current) [↓](#) 
  4. Transfer of Land Form [↓](#) 

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

1. **APPROVES** the Public Transport Authority's (PTA) request to transfer a portion of Summers Street, East Perth (Road), as identified on the Intramap annexure at Attachment 1 and Deposited Plan, at Attachment 2 to the City;
2. **NOTES** the transfer will be in accordance with section 168(5) of the *Planning and Development Act 2005*, pursuant to which the Road will:
  - 2.1 Be dedicated to public use; and
  - 2.2 Form part of road reserve of Summers Streetupon the transfer being registered;
3. **NOTES** the PTA will pay the City's legal fees (capped at \$1,000) associated with preparing verification of identity statements to allow registration of the transfer at Landgate; and
4. **AUTHORISES** the Chief Executive Officer and the Mayor to affix the common seal and execute the Transfer of Land form in respect of the Road.

**PURPOSE OF REPORT:**

To consider Public Transport Authority's (PTA) request to transfer a portion of Summers Street, East Perth to the City pursuant to s.168(5) of the *Planning and Development Act 2005*.

**BACKGROUND:**

PTA has approached the City to request the City accept a transfer of a portion of Summers Street, East Perth (identified on the map and diagram at **Attachment 1** and **Attachment 2**) (Road) which is currently owned by PTA.

The transfer and dedication of the Road as part of Summers Street road reserve is a necessary step towards progressing the redevelopment of the East Perth Power Station project. Administration is informed that, in order to enter into a formal agreement with the preferred proponent, all residual matters (including the dedication of the Road) must first be finalised.

**DETAILS:**

PTA has provided the Transfer of Land form (Transfer Form) for the City's execution (at **Attachment 4**). In line with PTA's recommendation, the Transfer Form provides that the transferred land 'be dedicated as road pursuant to section 168(5) of the *Planning and Development Act 2005*'.

Upon the transfer being registered at Landgate, the Road would:

- (a) Be dedicated to public use; and
- (b) Form part of the road reserve of Summers Street (identified at **Attachment 3**).

If the Road was transferred to the State of WA (rather than the City), it could require the City to provide a Council resolution (amongst other requirements) in accordance with Section 56 of the *Land Administration*



Act 1997 and Regulation 8 of the *Land Administration Regulations 1998*. As a result, PTA has informed Administration that the transfer of the Road pursuant to s.168(5) of the Act is the simplest, quickest and most effective way to dedicate the land as public road reserve.

Administration notes that if Council does not accept the transfer and dedication of the Road, PTA can transfer the Road to the State. Once transferred to the State and dedicated as part of the Summers Street road reserve, the Road would be subject to the City's care, control and management pursuant to s.56 of the *Land Administration Act 1997*.

#### **CONSULTATION/ADVERTISING:**

No advertising would be undertaken for this proposal.

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

*Planning and Development Act 2005* - section 168 (Road creation of etc. on subdivision etc.):

(5) *When a portion of land is transferred to the Crown or a local government for the purpose of extending or adding to a road, the transferred portion is to be taken —*

(a) *to be dedicated to the public use; and*

(b) *to form part of the road,*

*as and from the date of registration of the transfer.*

#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to accept the transfer and dedication of the Road as part of the Summers Street road reserve.

#### **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.*

#### **SUSTAINABILITY IMPLICATIONS:**

This does not contribute to any environmental sustainability outcomes.


#### **PUBLIC HEALTH IMPLICATIONS:**

This does not contribute to the health outcomes of the City's *Public Health Plan 2020-2025*.


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

In accordance with Landgate's identification requirements, the Mayor and Chief Executive Officer will be required to provide verification of identity statements to accompany the Transfer Form. PTA has agreed to pay the City's legal fees (capped at \$1,000) associated with preparation of these statements.

The City has been maintaining the Road pavement within the subject lot since the inception of the Town of Vincent and will continue to do so. The future development of the East Perth Power Station Site may require modifications to the road layout, which will be negotiated with the proponents through the approvals process.




|                     |                                                          |
|---------------------|----------------------------------------------------------|
| <b>Landgate</b>     |                                                          |
| <b>Tenure</b>       |                                                          |
| Pin                 | 11651891                                                 |
| <b>Address Type</b> |                                                          |
| No From             |                                                          |
| No From Suffix      |                                                          |
| No To               |                                                          |
| <b>Road Name</b>    |                                                          |
| <b>Road Type</b>    |                                                          |
| <b>Locality</b>     |                                                          |
| <b>Postcode</b>     |                                                          |
| <b>State</b>        |                                                          |
| Pityp               | 1                                                        |
| Plan/Diagram        | P054478 500                                              |
| Lot Number          | 500                                                      |
| Area                | 80082m <sup>2</sup>                                      |
| CT                  | 002655000138                                             |
| Owner               | PUBLIC TRANSPORT<br>AUTHORITY OF<br>WESTERN<br>AUSTRALIA |
| <b>Sale Date</b>    |                                                          |
| Docno               | K073803K073803                                           |
| <b>Region</b>       |                                                          |

**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).

6/05/2021

1:1500





| VER. | AMENDMENT                     | AUTHORISED BY | DATE      |
|------|-------------------------------|---------------|-----------|
| 2    | PLAN EXAMINATION REQUIREMENTS | C. MACLIVER   | 7/12/2020 |

HELD BY LANDGATE IN DIGITAL FORMAT ONLY

LOTS 5002, 5003, 5004 AND 5005 TO BE ACQUIRED FOR A PUBLIC PURPOSE (ROAD & ROAD WIDENING)

**INTERESTS AND NOTIFICATIONS**

| SUBJECT | PURPOSE              | STATUTORY REFERENCE | ORIGIN      | LAND BURDENED | BENEFIT TO         | COMMENTS                                          |
|---------|----------------------|---------------------|-------------|---------------|--------------------|---------------------------------------------------|
| (A)     | RESTRICTIVE COVENANT |                     | DOC K987567 | LOT 5001      | SEE DOCUMENT       |                                                   |
| (B)     | EASEMENT             |                     | DOC L300319 | LOT 5001      | LOT 169 ON P 23536 | LIMITED IN HEIGHT FROM RL 16.5m AHD TO RL 35m AHD |

ALL DIMENSIONS BETWEEN (X) & (Y) ARE ORIGINAL

THE BOUNDARY BETWEEN (C) & (D) IS HIGH WATER MARK FROM FB 115 AND PLAN 503  
SEE ALSO THE SWAN RIVER IMPROVEMENT ACT 1925

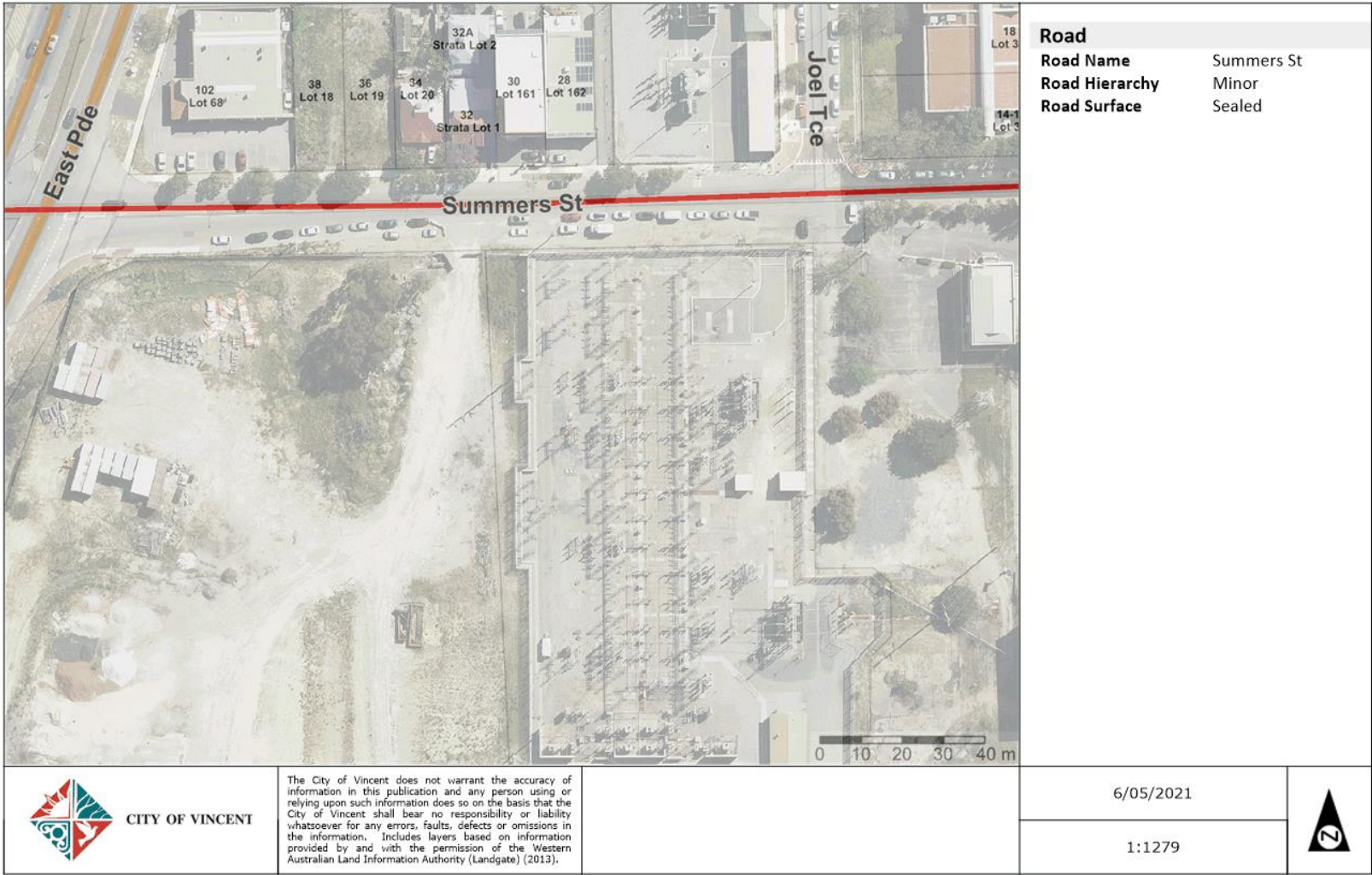
1:2000 @ A2

JOB No 8971  
**CROSSLAND & HARDY PTY LTD**  
CONSULTING LICENSED SURVEYORS  
177 RAILWAY PARADE, MAYLANDS 6051  
TEL 08 9272 2214 FAX 08 9370 3547  
EMAIL info@chsveys.com.au  
A.B.N. 46 008 745 542

| TYPE                                                                                                              | FREEHOLD                                                                                                                                                                                                                                                                                                                                                                                       | S.S.A. YES/NO |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| PURPOSE                                                                                                           | ACQUISITION                                                                                                                                                                                                                                                                                                                                                                                    |               |
| PLAN OF                                                                                                           | LOTS 5001, 5002, 5003, 5004 AND 5005                                                                                                                                                                                                                                                                                                                                                           |               |
| FORMER TENURE                                                                                                     | LOT 500 ON DP 54478 C/T 2655-138                                                                                                                                                                                                                                                                                                                                                               |               |
| LOCAL AUTHORITY                                                                                                   | CITY OF PERTH CITY OF VINCENT                                                                                                                                                                                                                                                                                                                                                                  |               |
| LOCALITY                                                                                                          | EAST PERTH                                                                                                                                                                                                                                                                                                                                                                                     |               |
| D.O.L. FILE                                                                                                       | N/A                                                                                                                                                                                                                                                                                                                                                                                            |               |
| FIELD RECORD                                                                                                      | 152978                                                                                                                                                                                                                                                                                                                                                                                         |               |
| SURVEYOR'S CERTIFICATE - REG 54                                                                                   | I Cameron MacLiver, hereby certify that this plan is accurate and is a correct representation of the -<br>(a) survey; and/or<br>(b) calculations from measurements recorded in the field records,<br>undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.<br><br>C. MacLiver 13/11/2020<br>LICENSED SURVEYOR DATE |               |
| LOGGED                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| 13-Nov-2020 DATE                                                                                                  | FEE PAID                                                                                                                                                                                                                                                                                                                                                                                       | ASSESS No.    |
| I.S.C.                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| EXAMINED                                                                                                          | 7-Dec-2020 DATE                                                                                                                                                                                                                                                                                                                                                                                |               |
| WESTERN AUSTRALIAN PLANNING COMMISSION<br>FILE DPI/09/02336<br>Delegated under S.16 P&D Act 2005 27-Jan-2021 DATE |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| <b>IN ORDER FOR DEALINGS</b>                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| SUBJECT TO Acquisition                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| D.H. Robertson 27-Jan-2021 DATE<br>FOR INSPECTOR OF PLANS AND SURVEYS                                             |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| <b>APPROVED</b>                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| INSPECTOR OF PLANS & SURVEYS / AUTHORISED LAND OFFICER DATE                                                       |                                                                                                                                                                                                                                                                                                                                                                                                |               |
| <br><br><b>DEPOSITED PLAN 416044</b><br>SHEET 1 OF 2 SHEETS<br>VERSION 2                                          |                                                                                                                                                                                                                                                                                                                                                                                                |               |







FORM T2

WESTERN AUSTRALIA  
TRANSFER OF LAND ACT 1893**TRANSFER OF LAND**

| DESCRIPTION OF LAND (Note 1)                                                                                                                                | EXTENT | VOLUME | FOLIO |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|-------|
| That part of Lot 500 on Deposited Plan 54478 as is now contained in Lot 5005 on Deposited Plan 416044                                                       | Part   | 2655   | 138   |
| ESTATE AND INTEREST (Note 2)                                                                                                                                |        |        |       |
| Fee Simple                                                                                                                                                  |        |        |       |
| TRANSFEROR (Note 3)                                                                                                                                         |        |        |       |
| PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA                                                                                                             |        |        |       |
| CONSIDERATION (Note 4)                                                                                                                                      |        |        |       |
| No monetary consideration. In order that the above described land be dedicated as road pursuant to section 168(5) of the Planning and Development Act 2005. |        |        |       |
| TRANSFeree (Note 5)                                                                                                                                         |        |        |       |
| CITY OF VINCENT of 99 Loftus Street Leederville WA 6007                                                                                                     |        |        |       |
| L128                                                                                                                                                        |        |        |       |



PAGE 2

THE TRANSFEROR for the consideration herein expressed transfers to the TRANSFEREE the estate and interest herein specified in the land herein described, subject to the Limitations, Interests, Encumbrances and Notifications as shown on the Certificate of Title and/or otherwise affect the land under the *Transfer of Land Act 1893*. (Instruction 1 & 2)



PAGE

## ATTESTATION SHEET

|            |        |      |
|------------|--------|------|
| Dated this | day of | Year |
|------------|--------|------|

## TRANSFEROR/S SIGN HERE (Note 6)

|                                          |   |                     |
|------------------------------------------|---|---------------------|
| Signed for and on behalf of the          | ) |                     |
| PUBLIC TRANSPORT AUTHORITY               | ) |                     |
| OF WESTERN AUSTRALIA by                  | ) |                     |
| an officer of the Authority duly         | ) | (Signature)         |
| authorised by the Authority pursuant     | ) |                     |
| to Section 51(5) of the Public Transport | ) |                     |
| Authority Act 2003 for that purpose      | ) | Name (please print) |
| in the presence of                       | ) |                     |

|                   |                 |
|-------------------|-----------------|
| Witness signature | (Position held) |
|-------------------|-----------------|

|                     |
|---------------------|
| Name (please print) |
|---------------------|

|         |
|---------|
| Address |
|---------|

|            |
|------------|
| Occupation |
|------------|

## REQUEST FOR ISSUE / NON-ISSUE (Instruction 4)

BY SIGNING THIS PANEL, I / WE THE TRANSFEREE REQUEST THE **ISSUE / NON – ISSUE (DELETE AS REQUIRED)** OF A DUPLICATE CERTIFICATE(S) OF TITLE FOR THE LAND ABOVE DESCRIBED.

|        |        |
|--------|--------|
| Signed | Signed |
|--------|--------|

## TRANSFEREE/S SIGN HERE (Note 6)

THE LODGING PARTY OF THIS DOCUMENT IS AUTHORISED BY THE ABOVE NAMED TRANSFEREE TO INSTRUCT ISSUING DETAILS FOR THE DUPLICATE CERTIFICATE(S) OF TITLE.

|                                          |   |
|------------------------------------------|---|
| THE COMMON SEAL of the                   | ) |
| CITY OF VINCENT                          | ) |
| was hereunto affixed in the presence of: | ) |

|       |                         |
|-------|-------------------------|
| Mayor | Chief Executive Officer |
|-------|-------------------------|

|                 |                 |
|-----------------|-----------------|
| Print full name | Print full name |
|-----------------|-----------------|

**INSTRUCTIONS**

1. Page 2 of this document may be used:
  - 1.1. If insufficient space in any section hereon; Appropriate headings should be shown. The boxed sections should only contain the words "see page..."
  - 1.2. To set forth Easements created as appurtenant to the land (commencing with the words "together with"). Reservations created encumbering the land (commencing with the words "reserving to") or any Restrictive Covenant hereby created. Any Sketch contained thereon must be initialed by all parties.

Covenant hereby created. Any Sketch contained thereon must be initialed by all parties
2. If further space is required Additional Sheet form B1 should be used with appropriate headings. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialed by the persons signing this document and their witnesses.
4. Duplicate Crown Lease or where issued, the Duplicate Certificate of Title is required to be produced or if held by another party then arrangements must be made for its production.

*If a Duplicate Certificate of Title is not required to be re-issued, or if a Duplicate Certificate of Title has not been issued previously but is required to issue subsequent to this document, the written request of the Transferee is required by signing this panel. Written consent of the First Mortgagee is also required if applicable*

**NOTES**

1. **DESCRIPTION OF LAND**  
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.  
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.  
The Volume and Folio or Crown Lease number to be stated.
2. **ESTATE AND INTEREST**  
State whether Fee Simple, Leasehold or as the case may be in the land being transferred. If share only, specify.
3. **TRANSFEROR**  
State full name of the Transferor/Transferors (Registered Proprietor) as shown on the Certificate of Title or Crown Lease.
4. **CONSIDERATION**  
If a sum of money only, to be expressed in figures and in every other case to be concisely stated in words.
5. **TRANSFeree**  
State full name of the Transferee/Transferees (Purchaser) and the address/addresses to which future notices can be sent. If a minor, state date of birth.  
If two or more state tenancy eg;  
  - Joint Tenants, (on the death of a joint tenant, the survivor(s) become(s) the registered proprietor(s) of the deceased's interest by applying to the Registrar of Titles).
  - Tenants in Common, (on the death of a tenant in common, their share is dealt with according to their will).

If Tenants in Common specify shares.
6. **TRANSFeree'S / TRANSFEROR'S EXECUTION**  
Transferees and Transferors must sign their appropriate panel.  
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an adult person. The full name, address and occupation of the witness must be stated. Execution by a corporation or body corporate must be in accordance with the *Corporation Act 2001*.



OFFICE USE ONLY

**TRANSFER**

|                 |                         |
|-----------------|-------------------------|
| LODGED BY       | State Solicitors Office |
| ADDRESS         | 28 Barrack Street Perth |
| PHONE No.       | 9264 1176               |
| FAX No.         | 9264 1440               |
| REFERENCE No.   | SSO 784-21 MC1          |
| ISSUING BOX No. | 59N                     |

|               |          |
|---------------|----------|
| PREPARED BY   | As Above |
| ADDRESS       |          |
| PHONE No.     | FAX No.  |
| REFERENCE No. |          |

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HERewith

|          |                       |
|----------|-----------------------|
| 1. _____ | Received Item<br>No.s |
| 2. _____ |                       |
| 3. _____ |                       |
| 4. _____ |                       |
| 5. _____ | Receiving Clerk       |
| 6. _____ |                       |

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

**13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****13.1 NOTICE OF MOTION - CR JONATHAN HALLETT - LOCAL PLANNING SCHEME NO. 2 AMENDMENT REGARDING TOBACCO OUTLETS**

**Attachments:** Nil

**That Council:**

**1. NOTES that:**

- 1.1** 31 May is *World No Tobacco Day* which is held annually to inform the public on the dangers of using tobacco, the business practices of tobacco companies, what the World Health Organization is doing to fight the tobacco epidemic, and what people around the world can do to claim their right to health and healthy living and to protect future generations;
- 1.2** the promotion of tobacco use is inconsistent with the intent of the City of Vincent Public Health Plan 2020-2025, the State Government's Sustainable Health Review 2019, Western Australian Health Promotion Strategic Framework 2017-2021 and State Public Health Plan 2019-2024, the Federal Government's National Drug Strategy 2017-2026 and Draft National Preventive Health Strategy, and the *WHO Framework Convention on Tobacco Control* of which Australia is a signatory; and

**2. REQUESTS the:**

- 2.1** the Chief Executive Officer provide a report to Council by 31 October 2021 outlining an amendment to the City of Vincent Local Planning Scheme No. 2 to explicitly list smoking/cigar rooms, tobacconists, and other outlets whose primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed as X uses that are not permitted by the Scheme for future developments; and
- 2.2** the Chief Executive Officer/Mayor advocate to the WA Departments of Health and Planning/Ministers for Health and Planning to instigate measures that reduce the number of outlets whose primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed.

**REASON**

**Tobacco harms and regulation**

Tobacco smoking has a substantial negative impact on Western Australians, not only in terms of the estimated 1500 deaths attributed each year and \$60 million cost to the hospital system alone, but also for adults and children who suffer the effects of environmental tobacco smoke also called second-hand smoke (Collins and Lapsley, 2008; VicHealth Centre for Tobacco Control, 2002). The harms to health from second-hand smoke are similar to those for smokers and among adults include cancers, stroke and heart disease, while among children include ear, eye and nasal irritations, worsening asthma and a range of respiratory effects (VicHealth Centre for Tobacco Control, 2002; Government of Western Australia Department of Health, 2008). Waterpipe tobacco smoke contains many of the same toxic substances as cigarette smoking and is associated with some cancers, lung disease, respiratory diseases and cardiovascular disease (Waziry et al. 2017; WHO, 2015). The level of air pollutants present in second-hand smoke from waterpipe tobacco use is comparable to that produced by cigarettes, thus associated with similar health effects from exposure (Kumar et al. 2015). While only 4% of current smokers in Australia use waterpipe tobacco, this method of smoking has increased in popularity in recent years (AIHW 2020; Waziry et al 2017).

Continued tobacco control efforts since the 1960s, aided by mounting evidence and public support, has seen Western Australia's smoking prevalence fall dramatically, with an estimated 18% of adults being current smokers in 2012 (National Health Performance Authority, 2013). Legislative measures resulting in the high price of cigarettes, ban of tobacco advertising, mandated warnings on packaging and prohibition of smoking in a range of settings have been instrumental to this success and subsequent health gains (Cancer Council

WA, 2008; Swanson & Durston, 2011). In essence, tobacco smoking has been de-normalised and support for further anti-smoking measures has risen (Scollo & Winstanley 2012). Yet, despite significant progress, smoking remains Australia's leading cause of death and disability (Preventative Health Taskforce, 2009).

Responsibility for tobacco control legislation in Australia lies with the individual states/territories (with the exception of buses, trains and airports) and therefore lacks uniformity on a national level, particularly in relation to smoke-free areas (Scollo & Winstanley 2012). Local governments also have powers to create local laws pertaining to smoking (Government of Western Australia, 1996). In Western Australia, the *Tobacco Products Control Act 2006* placed restrictions on the sale, supply and promotion of tobacco products, with additional regulations annexed to the Act that restricted smoking in certain areas (Government of Western Australia, 2006). The City of Vincent, among other local governments also, around this time, placed restrictions on smoking in outdoor dining and public areas within their jurisdictions (Scollo & Winstanley 2012).

### **Limiting tobacco outlet density**

The *WHO Framework Convention on Tobacco Control* applies to all levels of government. The potential for density of tobacco outlets to be restricted in a similar way to alcohol outlets has been identified and advocated for in some jurisdictions. It has been demonstrated both in Australia and elsewhere that lower density of alcohol outlets is associated with lower levels of alcohol-related harm (Kavanagh et al. 2011; Campbell et al. 2009; Popova et al. 2009). The link between density of tobacco outlets and smoking behaviours has also been substantiated, including concentration around schools being associated with increased likelihood of purchases by underage smokers and higher smoking rates (US Department of Health and Human Services, 2012; Leatherdale & Strath, 2007). Research has also demonstrated that tobacco advertising increases rates of youth smoking (Di Franza et al. 2006; Lovato et al. 2003). Several studies have highlighted the susceptibility of young people to marketing messages, images and portrayals of smoking (US Department of Health and Human Services, 2012). Zoning regulations are a tool for local government authorities to use in limiting the number of tobacco-related businesses, particularly around schools and places that young people frequent.

In Canada, Smoke-Free Ontario has identified zoning restrictions and retail density as potential avenues for decreasing tobacco availability in the province (Ontario Ministry of Health and Long-Term Care, 2018). In some Canadian provinces, tobacco sales are already prohibiting in some settings such as universities, schools and hospitals, while in some parts of the US and UAE, tobacco outlets are prohibited within a specified proximity of schools (Ontario Tobacco Research Unit, 2012). Attempts to reduce tobacco density in US communities have been made by San Francisco city council (via a licensing cap), New York State (via fee increases) and City of Buffalo (legislation including license cap, restricted sales locations, charging fee to manufacturers rather than retailers) and have faced enormous opposition from the tobacco industry through lobbying and litigation - actual or impending (Tilson, 2011).

Resources are increasingly available in the area of tobacco retailer density and planning. GIS mapping can be a useful planning tool for local government authorities and inform research. Such technology has been used for surveillance of tobacco retailer density by the City of Hamilton in Canada (Tilson, 2011). A 'Model Land Use Ordinance Regulating the Location and Operation of Tobacco Retailers' and accompanying checklist published by the California Technical Assistance Legal Center (TALC) may also provide guidance for local governments looking to amend zoning bylaws for tobacco control (Tilson, 2011).

Ashe et al. (2003) contended that "*largely unexplored by tobacco control advocates are the zoning tools used in alcohol control that could limit the location and number of tobacco retail outlets*". The above examples and recent trends suggest that zoning tools are now becoming a focus. Ashe et al (2003) further state that:

*"Given that tobacco products produce a significant negative impact on the health and welfare of a community... it is reasonable— and certainly should meet the very low legal bar of being "rational"—for local governments to use their zoning powers to regulate the location of tobacco retailers. This government role is especially important in instances in which youth access is concerned."*

The issue of the proximity of tobacco outlets to young people is key given that, young people are particularly influenced by exposure to images and messages glamourising smoking and to role modelling (US Department of Health and Human Services, 2012).

While not the subject of this Notice of Motion there is potential to go further to restrict sales in other retailers. Some have suggested that restricting sales of tobacco by small retail stores would unduly impact their viability. However, a WA study found that 1) tobacco purchases were not a frequent reason for store visit

cited by customers and 2) there was no difference between unplanned/impulse purchases at point of sale between those purchasing tobacco and other customers (Wood & Gazey, 2021).

### **Smoking bans and supporting smoke-free environments**

In 2006, Healthway amended their policy to require of sponsored organisations that outdoor and viewing areas, ideally the entire event, be smoke-free (Cancer Council WA, 2008). Limiting the areas where smoking is permitted is an effective strategy for not only reducing passive smoking, but making smoking less visible and is also associated with reduced smoking rates (Government of Western Australia Department of Health, 2008; Pickett et al. 2006). In 2012 all Western Australian universities committed to Smoke-Free Campuses and in 2015 all Western Australian TAFEs followed suit (Australian Council on Smoking and Health, n.d.). The success of these smoking bans and the continued voluntary implementation of smoking bans in a variety of settings adds further evidence that smoke-free environments and tobacco control measures have strong public support in Western Australia.

Local government has a key role in tobacco control with the ability to designate smoke-free areas (i.e. council property, through lease/hire agreements, events etc), support community education and health lifestyle initiatives, contribute to social norms, offer smoking cessation programs to council employees, as well as advocate to State government (Cancer Council NSW, 2010; Mark et al., 2014). Local governments may elect to develop a specific tobacco council policy or integrate tobacco control strategies into other plans (South Metropolitan Population Health Unit, 2014). For example, The City of Armadale has implemented a 'Smoke Free Outdoor Policy' while the City of Cockburn has developed a Tobacco Action Plan (South Metropolitan Population Health Unit, 2014). The Local Government Association Tobacco Action Guide produced by Vic Health encourages local governments in "*expanding smoke-free areas to provide protection from second-hand tobacco smoke and contribute to the continued denormalisation of smoking*" and lists sporting fields, shopping precincts and events funded by council as potential settings (Vic Health, 2014). The City of Vincent's Public Health Plan has a priority action to establish Smoke-Free Town Centres which supports these aims.

### **Smoking establishments and 'private' clubs**

Of particular relevance is the case of the Burswood Casino exemption for the International Room. The Review of the WA *Tobacco Products Control Act 2006* Final Report published in 2011 highlighted the significant opposition to this exemption being in effect (Government of Western Australia Department of Health, 2011). Reference was made to Safe Work Australia's 2003 'Guidance Note on the Elimination of Environmental Tobacco Smoke in the Workplace' which stated:

*"...there is no safe level of exposure to ETS; given the health risks of environmental tobacco smoke, all Australian workplaces should be made completely smoke-free as soon as possible; and mechanical dilution ventilation is not an appropriate method for eliminating exposure to ETS for any given level of smoking."* (as cited in Department of Health, 2011, p45).

Several WA local governments made submissions advocating for the exemption to be removed, pointing to the influence of 'big business', inequity, inconsistency and the undermining of smoking reduction measures as supporting reasons. (Government of Western Australia Department of Health, 2011).

*Tobacco Products Control Act* legislation was amended in 2010 to ban smoking in 'enclosed public spaces' based on solid evidence of detrimental health effects of second-hand smoke. While the intent of the legislation seems clear, the wording of the legislation exposed a potential loophole for spaces to be deemed 'private'. Meanwhile smoking restrictions already apply to 'private' spaces as in personal vehicles with children and pressure is mounting for smoking bans to be extended to residential strata property (Australian Council on Smoking and Health, 2014).

When private clubs attempted to exploit a similar loophole in the tobacco control legislation in Ontario, Canada in 2009, the Courts interpreted the legislation to definitively uphold the intent of the smoking restrictions and refute the attempted claim of exemption, concluding:

*"Read as a whole, the Act is clearly designed to eliminate smoking in public places and thus protect members of the public from contact with second-hand smoke. The word "public" is not defined in the Act. There is no attempt to limit or restrict its application in any way. As I see it, people who join the club are as much members of the public as are members of a swimming club or tennis club."* (Jaglowitz, C. 2009)

It was also contended that "*if the legislature had intended to exempt private clubs from the application of the Act it would have done so*" (Jaglowitz, C. 2009).

Ventilation is insufficient for mitigating the effects of environmental tobacco smoke (Cancer Council, 2018). The tobacco industry has advocated for ventilation as a solution over many years via influencing the development of ventilation Standards and attempts to dismiss the negative health effects of secondhand smoke by 'discrediting proven science' (i.e. by enlisting scientists and lobbyists, conducting research to contradict evidence) (Bialous & Glantz, 2002; Drope & Chapman, 2001; World Health Organization, 2012; World Health Organization & WHO Tobacco Free Initiative, 2008).

One example of this interference is the involvement of Philip Morris (PM) with Healthy Buildings International (HBI) whereby:

*"HBI breached Standards Australia protocols in providing PM with confidential public submissions made to a review of the Australian standard on ventilation and acted as an undeclared cipher into the review for Philip Morris's concerns, leading to the eventual dismissal of the HBI representative from the standards subcommittee"*

(World Health Organization & WHO Tobacco Free Initiative, 2008p.iii107)

### Conclusion

Ongoing strengthening of tobacco control legislation at federal and state level attests to the strong public support to 'make smoking history' in Australia. The local government authorities play a key role in supporting such policy. The City of Vincent places a strong emphasis on promoting health, is actively committed to reducing the impacts arising from tobacco use and this action would further support our current smoke-free stance. Furthermore, the aims of the Vincent Planning Scheme include: "(b) to protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment;" (Department of Planning, Lands and Heritage, 2018).

To maintain our leadership role in Western Australia and be a credible advocate for state-wide initiatives the City should amend our Planning Scheme to include smoking/cigar rooms, tobacconists, and other outlets whose primary purpose is the sale of tobacco and/or smoking implements as an excluded use for all future development and continue to expand smoke free spaces for the health benefit of the whole community.

### References

- Ashe, M., Jernigan, D., Kline, R., & Galaz, R. (2003). Land use planning and the control of alcohol, tobacco, firearms, and fast food restaurants. *American Journal of Public Health*, 93(9), 1404-1408. Retrieved from: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1447982/pdf/0931404.pdf>
- Australian Council on Smoking and Health. (n.d.). *Tobacco legislation and policy timeline*. <https://www.acosh.org/law-policy/wa-tobacco-control-legislation/tobacco-legislation-and-policy-timeline/>
- Australian Council on Smoking and Health. (2014). Submission: Strata Titles Act Reform. Cancer Council WA, Heart Foundation.
- Australian Institute of Health and Welfare [AIHW]. (2020). *National Drug Strategy Household Survey 2019*. Cat. no. PHE 270. Canberra: AIHW. doi:10.25816/e42p-a447
- Bialous S & Glantz S. (2002). ASHRAE standard 62: tobacco industry's influence over national ventilation standards. *Tobacco Control*. 11(4):315–28. Available from: <http://tobaccocontrol.bmj.com/cgi/content/abstract/11/4/315>
- Campbell, C. A., Hahn, R. A., Elder, R., Brewer, R., Chattopadhyay, S., Fielding, J., ... & Task Force on Community Preventive Services. (2009). The effectiveness of limiting alcohol outlet density as a means of reducing excessive alcohol consumption and alcohol-related harms. *American journal of preventive medicine*, 37(6), 556-569.
- Cancer Council. (2018). Tobacco in Australia: 15.3 Opposition to and weakening of smokefree environment legislation. Retrieved from: <http://www.tobaccoinaustralia.org.au/chapter-15-smokefree-environment/15-3-opposition-to-and-weakening-of-smokefree-envi>
- Cancer Council NSW. (2010). *Local Government Reducing tobacco-related harm across the community*. Retrieved from: [https://www.cancercouncil.com.au/wp-content/uploads/2010/11/10292\\_CAN25259\\_LocalGov\\_Tobacco\\_WEB.pdf](https://www.cancercouncil.com.au/wp-content/uploads/2010/11/10292_CAN25259_LocalGov_Tobacco_WEB.pdf)
- Cancer Council WA. (2008). *The progress of tobacco control in Western Australia: achievements, challenges and hopes for the future*. Cancer Council Western Australia, West Perth.
- Chapman S and Penman A. 'Can't stop the boy': Philip Morris' use of Healthy Buildings International to prevent workplace smoking bans in Australia. *Tobacco Control* 2003;12(suppl. 3):iii107–12. Retrieved from: [http://tobaccocontrol.bmj.com/cgi/content/abstract/12/suppl\\_3/iii107](http://tobaccocontrol.bmj.com/cgi/content/abstract/12/suppl_3/iii107)
- Collins, D.J. and H.M. Lapsley. (2008). *The social costs of smoking in Western Australia in 2004–05 and the social benefits of public policy measures to reduce smoking prevalence*. Cancer Council Western Australia: Perth.



- Department of Planning, Lands and Heritage. (2018). City of Vincent Local Planning Scheme No.2. Retrieved from: [https://www.planning.wa.gov.au/LPS/DATA/Local%20Planning%20Schemes/Vincent%20-%20City%20of%20\(Scheme%202\)/scheme%20text.pdf](https://www.planning.wa.gov.au/LPS/DATA/Local%20Planning%20Schemes/Vincent%20-%20City%20of%20(Scheme%202)/scheme%20text.pdf)
- DiFranza, J. R., Wellman, R. J., Sargent, J. D., Weitzman, M., Hipple, B. J., & Winickoff, J. P. (2006). Tobacco promotion and the initiation of tobacco use: assessing the evidence for causality. *Pediatrics*, 117(6), e1237-e1248.
- Drope J and Chapman S. (2001). Tobacco industry efforts at discrediting scientific knowledge of environmental tobacco smoke: a review of internal industry documents. *Journal of Epidemiology and Community Health*. 55(8):588–94. Available from: <http://jech.bmj.com/cgi/content/full/55/8/588>
- Government of Western Australia. (2006) Tobacco Products Control Act 2006.
- Government of Western Australia. (1996). Local Government Act 1995.
- Government of Western Australia Department of Health. (2011). *Review of the WA Tobacco Products Control Act 2006: Final Report*.
- Government of Western Australia Department of Health. (2008). *Smoking in specific outdoor public places, prisons and in private cars: A review*. Public Health Division, Editor.
- Jaglowitz, C. (2009). *Court of Appeal smokes the “private club” defence*. The Ontario Condo Law Blog. Retrieved from: <https://www.ontariocondolaw.com/2009/12/articles/living-together/court-of-appeal-smokes-the-private-club-defence/>
- Kavanagh, A. M., Kelly, M. T., Krnjacki, L., Thornton, L., Jolley, D., Subramanian, S. V., ... & Bentley, R. J. (2011). Access to alcohol outlets and harmful alcohol consumption: a multi-level study in Melbourne, Australia. *Addiction*, 106(10), 1772-1779.
- Kumar, S.R., Davies, S., Weitzman, M. & Sherman, S. (2015). A review of air quality, biological indicators and health effects of second-hand waterpipe smoke exposure. *Tobacco Control*. 24 Suppl 1:i54-i9. Epub 2014/12/07
- Leatherdale, S. T., & Strath, J. M. (2007). Tobacco retailer density surrounding schools and cigarette access behaviors among underage smoking students. *Annals of Behavioral Medicine*, 33(1), 105-111.
- Lovato, C., Watts, A., & Stead, L. F. (2011). Impact of tobacco advertising and promotion on increasing adolescent smoking behaviours. *Cochrane database of systematic reviews*, (10).
- Mark, A. J., Sanders, S. C., Mitchell, J. A., Seale, H., & Richmond, R. L. (2014). *Smoke-free outdoor areas: supporting local government to introduce tobacco control policies*. Australian and New Zealand journal of public health, 38(6), 518-523.
- National Health Performance Authority. (2013). *Tobacco smoking rates across Australia, 2011–12*.
- Ontario Ministry of Health and Long-Term Care. (2018). *Smoke-Free Ontario: The Next Chapter 2018*. Retrieved from: <http://www.health.gov.on.ca/en/common/ministry/publications/reports/SmokeFreeOntario/default.aspx>
- Ontario Tobacco Research Unit. (2012). Prohibition of tobacco sales in specific places: Monitoring update. Available from: <http://otru.org/wp-content/uploads/2012/10/sales2012.pdf>
- Pickett, M. S., Schober, S. E., Brody, D. J., Curtin, L. R., & Giovino, G. A. (2006). Smoke-free laws and secondhand smoke exposure in US non-smoking adults, 1999–2002. *Tobacco Control*, 15(4), 302-307.
- Preventative Health Taskforce. (2009). *Tobacco Control in Australia: Making Smoking History, in Australia: The healthiest country by 2020*. Commonwealth of Australia: Canberra.
- Popova, S., Giesbrecht, N., Bekmuradov, D., & Patra, J. (2009). Hours and days of sale and density of alcohol outlets: impacts on alcohol consumption and damage: a systematic review. *Alcohol & Alcoholism*, 44(5), 500-516.
- Scollo, M.M. and M.H. Winstanley. (2012). *Tobacco in Australia: Facts and issues*. Cancer Council Victoria: Melbourne.
- South Metropolitan Population Health Unit (2014). *Pathway to reducing harm from tobacco use: A guide for local government*. Fremantle: SMPHU, Department of Health WA.
- Swanson, M.G. and B. Durston. (2011). *Tobacco control legislation and public policy in Western Australia 1911–2010*. National Heart Foundation of Australia (WA Division).
- Tilson, M. 2011. Reducing the availability of tobacco products at retail: policy analysis. Non-Smokers' Rights Association. Retrieved from: [https://nsra-adnf.ca/wpcontent/uploads/2016/07/Reducing\\_Retail\\_Availabilty\\_policy\\_analysis\\_final\\_2011.pdf](https://nsra-adnf.ca/wpcontent/uploads/2016/07/Reducing_Retail_Availabilty_policy_analysis_final_2011.pdf)
- US Department of Health and Human Services. (2012). Preventing tobacco use among young people: A report of the Surgeon General. Atlanta, GA: US Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease

Prevention and Health Promotion, Office on Smoking and Health. Retrieved from: [http://www.cdc.gov/tobacco/data\\_statistics/sgr/2012/](http://www.cdc.gov/tobacco/data_statistics/sgr/2012/)

- Vic Health. (2014). *Preventing tobacco use: local government action guide*. Retrieved from: <https://www.vichealth.vic.gov.au/media-and-resources/publications/vichealth-indicators-action-guides-2015>
- VicHealth Centre for Tobacco Control. (2002). *Environmental Tobacco Smoke in Australia, in National Tobacco Strategy 1999 to 2002–03 occasional paper*. Commonwealth of Australia: Canberra.
- Waziry, R., Jawad, M., Ballout, R. A., Al Akel, M., & Akl, E. A. (2017). The effects of waterpipe tobacco smoking on health outcomes: an updated systematic review and meta-analysis. *International journal of epidemiology*, 46(1), 32-43.
- Wood, L., & Gazey, A. (2021). Tobacco mythbusting—tobacco is not a major driver of foot traffic in low socio-economic small retail stores. *Tobacco Control*. 0:1–4. doi:10.1136/tobaccocontrol-2020-056310
- World Health Organization [WHO]. (2015). Advisory note: waterpipe tobacco smoking: health effects, research needs and recommended actions by regulators. *Advisory note: waterpipe tobacco smoking: health effects, research needs and recommended actions by regulators.*, (Ed. 2).
- World Health Organization. (2012). Tobacco industry interference: a global brief. Geneva: World Health Organization. <http://www.who.int/iris/handle/10665/70894>
- World Health Organization, & WHO Tobacco Free Initiative. (2008). Tobacco industry interference with tobacco control. Retrieved from: [http://apps.who.int/iris/bitstream/handle/10665/83128/9789241597340\\_eng.pdf?sequence=1](http://apps.who.int/iris/bitstream/handle/10665/83128/9789241597340_eng.pdf?sequence=1)
- World Health Organization. (n.d.). *Guidelines for implementation of Article 5.3 of the WHO Framework Convention on Tobacco Control on the protection of public health policies with respect to tobacco control from commercial and other vested interests of the tobacco industry*. Retrieved from: [http://www.who.int/fctc/guidelines/article\\_5\\_3.pdf](http://www.who.int/fctc/guidelines/article_5_3.pdf)

## ADMINISTRATION COMMENTS

The City's Local Planning Scheme No. 2 (LPS2) includes the land use 'restricted premises' which means:

*'premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of –*

- (a) *publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth); or AMD 1 GG 3/08/2018*
- (b) *materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or*
- (c) *smoking-related implements'.*

The land use 'restricted premises' is an 'A' use in all zones of LPS2.

To align LPS2 with the long term health outcomes of the City's Public Health Plan 2020-2025 (PHP) the City could investigate an amendment to LPS2 to change the permissibility of 'restricted premises' to an 'X' use. This may include a revision of the model provision land use definition of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) to separate smoking related implements from the restricted premises land use and prohibit this in all zones.

This approach is consistent with the deliverables 1.1 "*Incorporate public health, wellbeing and health equity principles and priorities into City policies, plans, reports, programs and activities*"; and 18.4 "*Advocate for reduced exposure to alcohol and tobacco advertising, marketing, promotion and sponsorship*" of the PHP. However as a new land use definition would be inconsistent with the Model Provisions of the Regulations, as it would introduce new land uses, there is a risk the approach would not be supported by the State Government.

Administration supports the investigation into a Scheme Amendment to prohibit land uses where the primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed.

**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**