

# AGENDA

# Ordinary Council Meeting 16 November 2021

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

David MacLennan Chief Executive Officer

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

The following conditions apply to public questions and statements:

- 1. Members of the public present at Council Briefings will have an opportunity to ask questions or make statements during public question time. Questions and statements at Council Briefings must relate to a report contained in the agenda.
- 2. Members of the public present at Council Meetings, Special Council Meeting or Committee Meeting have an opportunity to ask questions or make statements during public question time in accordance with section 2.19(4) of the City's <u>Meeting Procedures Local Law</u>.
- 3. Questions asked at an Ordinary Council Meeting must relate to a matter that affects the City of Vincent.
- 4. Questions asked at a Special Council Meeting or Committee Meeting must relate to the purpose for which the meeting has been called.
- 5. Written statements will be circulated to Elected Members and will not be read out unless specifically requested by the Presiding Member prior to the commencement of the meeting.
- 6. Where in-person meetings are not permitted due to a direction issued under the *Public Health Act* 2016 or the *Emergency Management Act* 2005 questions and/or statements may be submitted in writing and emailed to <u>governance@vincent.wa.gov.au</u> by 3pm on the day of the Council proceeding. Please include your full name and suburb in your email.
- 7. 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).
- 8. 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.
- 9. 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.
- 10. 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.

For further information, please view the Council Proceedings Guidelines.

#### RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

- All Council proceedings are recorded and livestreamed in accordance with the <u>Council Proceedings</u> <u>Recording and Web Streaming Policy</u>.
- 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
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- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

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#### 1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

# 2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Dan Loden on approved leave of absence from 16 November 2021 to 18 November 2021.

# 3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

# (B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

#### 3.8 Dudley Maier of Highgate

1. Can you confirm that the City has outsourced general waste collection starting in November? How many FTE positions will go as a result? Is the reduction of FTEs reflected in this year's budget?

The City currently operates a two bin system with one bin (general waste) collected in-house and the other collected by a contractor. The City will migrate in November to a three bin system with one bin (FOGO) being collected by the in-house team and two bins being collected by a contractor. As a result there is no reduction in FTE positions planned or budgeted for as a result of the November waste collection service changes.

2. Who approved the payment of \$5,500 to the Town Team Movement for the provision of a "customer experience design thinking" workshop? Who attended the workshop?

#### The CEO approved the payment.

It was a workshop on Customer Experience as part of our inner-City collaboration. The City paid the full invoice but received contributions from each of the local governments attending. Vincent's contribution was \$1,000 plus GST in total. Around 30 staff from the City of Vincent, City of South Perth, City of Perth, Town of Victoria Park and Town of Subiaco attended to workshop better customer experience and share ideas for improvements.

3. Can you confirm that clause 2.2 of the Meeting Procedures Policy states that Council and Committee Meeting Agendas will be published on the City's website? Can you confirm that agendas for the Audit Committee have not been published on the website in breach of the policy? Clause 2.2 'Notice of meetings' and 2.3 'Availability of notice paper' of the City of Vincent Meeting Procedures Local Law 2008 refers to the publication of Council meeting agendas as prescribed by the Regulations.

Clause 12.1 'Committees' provides that committees of Council shall operate in accordance with the Act, the Regulations and the Meeting Procedures. The Local Government Act 1995 (s. 5.23 and s. 5.25) and the Local Government (Administration) Regulations 1996 (r.12-14) provides that only a Committee with delegated decision making authority is required to make its agenda available to the public. Council has not delegated decision-making powers to the Audit Committee.

In respect to the Meeting Procedures Policy the supporting Guidelines note:

#### DEFINITIONS

"Committee Meeting" means a meeting of any committee to which a power or duty has been delegated.

Committees that do not have delegated powers or duties to make decisions are not subject to these guidelines.

4. When did the City approve the over-painting of the 'Chinese coin' elements of the William Street artwork created by Stuart Green and Adrian Jones? Did the City obtain prior approval from the artists before over-painting their artwork as is the accepted practice? If so, when was approval obtained?

Administration identified City owned assets along William Street in Northbridge that would be suitable for a WA Police anti-graffiti grant application, where the main aim is to paint artwork onto assets that repeatedly get graffitied in an effort to deter the graffiti. The 'chinese coin' seat elements of Stuart Green and Adrian Jones' lantern public artworks were included in this list of assets. The City received notification that the grant application was successful in late March 2020 and progressed with this project. Administration did not obtain approval from the artists prior to painting the assets as their initial contract with the City did not contain this requirement.

5. In April 2018 the City paid \$4,491 to Jade Dolman, trading as JD Penangke, for the perpetual licence for a digital artwork. Did that licence grant exclusive use of the artwork? Did the mayor seek permission from the City to use that artwork on her Facebook page before using it? If so, when?

The licence for Jade Dolman's digital artwork is an Exclusive Perpetual Licence for unlimited years. This Licence does not detail the nature of the exclusivity of the artwork use.

The Mayor is the spokesperson for the City and as a consequence the use of the artwork on the Mayor's social media platform is appropriate in the circumstances.

6. In the response to a previous question about the tender for the Leederville Oval switchboards the CEO has stated that the Tender Register is complete and accurate. Given he has had plenty of time to check, does the CEO stand by that statement.

The tender register is up to date except for the outcome of two tenders that have recently been awarded which will be updated today 13.10.21. RFT IE108/2021 Tree Watering and Tree Planting Services and RFT IE111/2021 Maintenance of Bores and Pumps. Notification letters have to be distributed to the successful and unsuccessful tenderers prior to the register being updated.

# 4 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Dan Loden requested a leave of absence from 16 – 18 November 201 for business reasons.

# 5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

A petition with 16 signatures was received from Pippa and Les Newby requesting traffic dampening in the unnamed lane between Charles Street and Alfonso Street, parallel to Vincent Street.

Many of the residents of 192-200 Vincent, Alfonso and Charles Streets have need to use this lane. For some it is their only pedestrian or vehicular access. Children and dogs use this lane often.

The drivers who take shortcuts to avoid or catch the lights are often aggressive, abusive and dangerous. They often have no regard for the local community using the lane and it is becoming a safety concern. City of Vincent has counted the traffic flow previously and has told us there is not enough speed or quantity to warrant intervention.

Maybe *quantity* is not the main problem here and should not be the only criteria used to evaluate the situation. [Please refer to witness statements and reconsider your earlier decision.] We propose at least **2 large bold** signs, placed at/before the lane entrances on Alfonso and Charles Streets, perhaps saying; LOCAL TRAFFIC ONLY ...FINES WILL APPLY CHILDREN AND PEDESTRIANS USE THIS LANE RESIDENTS ONLY ...FINES APPLY or whatever you have found to be most effective.

A further proposal is the extension by less than a meter of the left curb off Charles St, to make turning into the lane more difficult and therefore slower and safer. We know rubbish trucks need access. Several C of V council candidates have mentioned 'rat-running', 'traffic dampening' and lane way care and safety. This indicates a general residents' concern for this issue.

Every petition complying with sub-clause (1) shall be presented to the Council by the CEO.

(3) The presentation of a petition shall be confined to the reading of the petition.

The only motions that are in order are:

- (a) that the petition be received; or
- (b) that the petition be received and a report be prepared; or
- (c) that the petition be received and be referred to a committee for consideration and report; or
- (d) that the petition be received and be dealt with by the Council.
- (5) Once Council has resolved that a petition be received pursuant to clause (4)(a) or (4)(b), the CEO shall nominate an officer who will be responsible for dealing with the petition.

# 6 CONFIRMATION OF MINUTES

Ordinary Meeting - 12 October 2021

Special Meeting - 19 October 2021

# 7 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

# 8 DECLARATIONS OF INTEREST

- **8.1** Mayor Emma Cole declared an impartiality interest in Item 9.5 Britannia North West Reserve Development Plan. The extent of her interest is that her son is a junior player of Floreat Athena Football Club during the winter season.
- 8.2 Cr Alex Castle declared an impartiality agreement in Item 9.5 Britannia North West Reserve Development Plan. The extent of her interest is as the President of the Floreat Athena Football Club supported me during my election campaign.
- 8.3 Cr Alex Castle declared an impartiality agreement in Item 12.6 Appointment of Council Members and Community Members to the City of Vincent Audit Committee. The extent of her interest is that she is friends with one of the nominees for the Audit Committee.
- 8.4 Cr Alex Castle declared an impartiality agreement in Item 12.7 Appointment of Council Members and Community Representatives to Advisory Groups. The extent of her interest is she is friends with several of the applicants for Advisory Groups.
- 8.5 David MacLennan, CEO, declared an impartiality interest in Item 9.5 Britannia North West Reserve Development Plan. The extent of his interest is that his niece is one of the girls referred by the Club President as playing in the Floreat Athena Club.
- 8.6 David MacLennan, CEO, declared an impartiality interest inItem 12.7 Appointment of Council Members and Community Representatives to Advisory Groups. The extent of his interest is that one of the applicants is a former employee.

# 9 STRATEGY & DEVELOPMENT

# 9.1 NO. 110 COOGEE STREET MOUNT HAWTHORN (LOT: 228 D/P: 2503; LOT: 229 D/P: 2503) - PROPOSED THREE GROUPED DWELLINGS (AMENDMENT TO APPROVED)

Ward:	North
Attachments:	<ol> <li>Consultation and Location Map 1 2</li> <li>Development Plans 1 2</li> <li>Development Plans - Approved by Council on 23 July 2019 1 2</li> <li>Development Plans - Approved under Delegated Authority on 10 June 2020 1 2</li> </ol>
	5 Summary of Submissions - Administration's Response A 🛗

- 5. Summary of Submissions Administration's Response 🗓
- 6. Summary of Submissions Applicant's Response 🗓 🕍

#### **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Three Grouped Dwellings (Amendment to Approved) at No. 110 Coogee Street (Lot: 228 & 229, D/P: 2503), Mount Hawthorn, in accordance with the plans shown in Attachment 2, subject to the following conditions:

- 1. All conditions, requirements and advice notes detailed on development approvals 5.2018.472.1 granted on 23 July 2019 and 5.2020.183.1 granted on 10 June 2020 continue to apply to this approval, except as follows:
  - 1.1 Condition 1 is modified to read as follows:
    - 1. This approval is for three grouped dwellings as shown on the approved plans dated 13 October 2021. No other development forms part of this approval;
  - **1.2** Condition 5 is modified to read as follows:
    - 5. External Fixtures
      - 5.1 All external fixtures, such as television antennas (of a non-standard type), radio and other antennae, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive;
      - 5.2 The meter boxes are to be painted the same colour as the fence or wall to which they are attached so as to not be visually obtrusive, to the satisfaction of the City;
  - 1.3 Condition 8 is modified to read as follows:
    - 8. The solid portion of street walls and fences to the Woodstock Street elevation of Units 1, 2 and 3 are not to exceed the height of those shown on the approved plans. Fencing infill panels above the approved solid portions of fence or wall shall be visually permeable in accordance with the State Planning Policy 7.3: Residential Design Codes Volume 1, to the satisfaction of the City;
  - 1.4 A new Advice Note 19 is added to read as follows:
    - 19. With reference to Condition 8, the applicant is advised that this condition is imposed to ensure that views to and from the dwelling remain unobstructed due to the ground level of the front yards being lower than the adjacent footpath.

#### PURPOSE OF REPORT:

To consider an application for development approval for an amendment to the previous development approval for three grouped dwellings at No. 110 Coogee Street, Mount Hawthorn (the subject site).

#### PROPOSAL:

The proposed development application seeks the following amendments to the previously approved development:

- Introduction of balconies above the approved verandahs to the primary street (Woodstock Street) elevation;
- Modification to the street walls and fences to Unit 1 to incorporate a meter box;
- Reduction of setback of Unit 1 upper floor Bedroom 1 from the northern boundary from 6.1 metres to 5.1 metres;
- Modification of the style of verandah piers; and
- Introduction of window awnings to windows on Units 1 and 2.

The proposed development plans are included in Attachment 2.

#### BACKGROUND:

Landowner:	Stannard Enterprises Pty Ltd				
Applicant:	Stannard Homes				
Date of Application:	7 September 2021				
Zoning:	MRS: Urban				
	LPS2: Zone: Residential R Code: R30				
Built Form Area:	Residential				
Existing Land Use:	Single House – 'P'				
Proposed Use Class:	Grouped Dwellings – 'P'				
Lot Area:	Lot 228: 483m <sup>2</sup>				
	Lot 229: 468m <sup>2</sup>				
	Total: 951m <sup>2</sup>				
Right of Way (ROW):	Masterson Lane – 5.0m wide, City owned, drained and sealed.				
Heritage List:	No				

#### Site Context and Zoning

The subject site is located at No. 110 Coogee Street, Mount Hawthorn, as shown on the location plan included as **Attachment 1**.

The subject site comprises two lots (Lots 228 and 229) and is bound by Coogee Street to the west, Woodstock Street to the south, a 5.0 metre wide ROW (Masterson Lane) to the east and a single-storey single house to the north at No. 112 Coogee Street.

The surrounding area is generally characterised by single-storey single houses, with some more recent two-storey development, including Nos. 18 and 18A Woodstock Street located to the east of Masterson Lane.

The subject site has street frontage to Woodstock Street. Woodstock Street serves as the secondary street for the majority of existing developments for nearby properties with frontage to this street and is generally characterised by 1.8 metre high boundary fences. For properties in the nearby area where Woodstock Street serves as the primary street, these dwellings and garages have limited street setbacks.

The subject site and all adjoining properties are zoned Residential R30 under the City's Local Planning Scheme No. 2 (LPS2). The subject site and all adjoining properties are located within the Residential built form area and have a permitted building height of two storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

#### Existing Approvals

The initial development application for three grouped dwellings at the subject site was approved by Council at its <u>Ordinary Meeting on 23 July 2019</u>. The approved plans and Council resolution are included as **Attachment 3**.

The applicant submitted an amended development application which was approved under delegated authority on 10 June 2020. The approval made the following amendments to the development:

- Increasing the length of the Unit 1 northern and eastern lot boundary walls by 1.0 metre and 0.6 metres respectively;
- Removing 'Alfresco 2' from Unit 2;
- Relocating Unit 3 laundry to the northern elevation;
- Increasing the setbacks of Unit 3 Family Room and Bedroom 2 to the ROW by 0.24 metres; and
- Reconfiguring internal spaces.

This amended development application was capable of determination under delegated authority because it did not propose any further departures to previously approved variations to standards prescribed in the planning framework. These most recently approved development plans and determination notice are included as **Attachment 4**.

A building permit for the construction of Unit 1 was issued by the City on 21 May 2021. The site is currently being developed.

Modifications to the Coogee Street secondary street fencing of Unit 1 were approved through the Building Permit. Planning approval for this changes was not required in accordance with Clause 77(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* that relates to minor amendments. The changes complied with the deemed-to-comply standards of the Built Form Policy relating to fences to secondary streets, with four visually permeable infill panels being replaced with red face brick to 1.8 metres high.

#### DETAILS:

#### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City LPS2, the City's Built Form Policy and the State Government's Residential Design Codes Volume 1 (R Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to- Comply	Previously approved	Requires further Discretion
Site Area	✓		
Street Setback			$\checkmark$
Lot Boundary Setback	$\checkmark$		
Street Walls and Fences			$\checkmark$
Sight Lines		✓	
Building Height	✓		
Open Space		✓	
Outdoor Living Areas		✓	
Landscaping (R Codes)	✓		
Visual Privacy			$\checkmark$
Parking	✓		
Vehicle Access		✓	
Solar Access	✓		
Site Works/Retaining Walls	✓		
External Fixtures, Utilities and Facilities			$\checkmark$
Surveillance	✓		

#### **Detailed Assessment**

The deemed-to-comply assessment of the elements that require the discretion of Council is as follows:

Street Setback					
Deemed-to-Comply Standard	Proposal				
Built Form Policy Volume 1 Clause 5.1 Street Setback	Unit 1: Balcony setback 0.2 metres behind the ground floor building line;				
Balconies on upper floors shall be setback a minimum of 1 metre behind the ground floor predominant building line (excluding any porch or verandah).	<ul><li>Unit 2: Balcony projects 1.2 metres forward of the ground floor predominant building line; and</li><li>Unit 3: Balcony projects 1.3 metres forward of the ground floor predominant building line.</li></ul>				
Street Walls	and Fences				
Deemed-to-Comply Standard	Proposal				
Built Form Policy Volume 1 Clause 5.7 Street Walls and Fences					
Street walls and fences within the primary street setback area shall be visually permeable above 1.2 metres high (measured from the level of the adjacent footpath).	A 0.9 metre wide portion of the Unit 1 primary street (Woodstock Street) fence is proposed to a solid height of 1.8 metres.				
Visual	Privacy				
Deemed-to-Comply Standard	Proposal				
R Codes Clause 5.4.1 Visual Privacy					
Balconies shall be setback 7.5 metres from lot boundaries.	Unit 3 balcony setback 6.7 metres from the western lot boundary of No. 18 Woodstock Street (located across the ROW).				
External Fixtures, U	tilities and Facilities				
Deemed-to-Comply Standard	Proposal				
Built Form Policy Volume 1 Clause 5.10 External Fixtures, Utilities and Facilities					
External fixtures shall not be visible from the street unless, integrated with the design of the building or adequately screened.	The meter box is proposed to be located on the Unit 1 front fence, setback 1.2 metres from the Woodstock Street boundary.				

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

#### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days commencing on 30 September 2021 and concluding on 14 October 2021. Community consultation was undertaken by means of written notification with 13 letters being sent to surrounding landowners and occupiers, as shown in **Attachment 1**, and a notice displayed on the City's website.

The City received one submission objecting to the proposal. The concerns raised in the submission are summarised as follows:

- An adequate response was not provided by the City in relation to the concerns raised during the community consultation period for the initial development application in 2019;
- Lack of landscaping provided on site;
- Impact of the proposed development on the Coogee Street streetscape; and
- Pedestrian safety concerns as a result of the proposed front fence heights given that drivers will not be able to see pedestrians as they reverse out of driveways.

A summary of matters raised in the submission along with Administration's comments on each is provided in **Attachment 5**. The applicant also provided a written response to the submission received, as provided in **Attachment 6**.

#### Design Review Panel (DRP):

Referred to DRP: Yes

The development application which was approved by Council at its meeting on 16 July 2019 was reviewed and supported by the City's DRP Chairperson.

The subject application was referred to the DRP Chairperson for comments on the acceptability of the proposed modifications from the previous approval from a design standpoint. The DRP Chairperson provided comments advising that the proposal was supported for the following reasons:

- The balconies would be a positive addition to the streetscape and the Woodstock Street façade of the development;
- The balconies would assist in scale and articulation of the proposed development; and
- The balconies would assist in further distinguishing the upper and ground floors of the development.

#### LEGAL/POLICY:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 7.3 Residential Design Codes Volume 1;
- Policy No. 7.1.1 Built Form; and
- Community and Stakeholder Engagement Policy.

#### Planning and Development (Local Planning Schemes) Regulations 2015

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

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

The application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because it proposes to amend a development approval previously determined by Council that proposes further departures to deemed-to-comply standards of the R Codes and the Built Form Policy.

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

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

#### STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

#### SUSTAINABILITY IMPLICATIONS:

The proposed amendments to the previously approved development plans would not have any adverse impact on the previously approved sustainability outcomes on the basis that the application does not propose any change to the previously approved building envelope or dwelling layouts.

#### 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:

There are no finance or budget implications from this report.

#### COMMENTS:

#### Street Setback

The Built Form Policy deemed-to-comply standard outlines that upper floor balconies shall be setback 1 metre behind the ground floor predominant building line. The application proposes to incorporate balconies over the three previously approved verandahs to the Woodstock Street elevation that would occupy the same building footprint.

The Unit 1 balcony would be setback 0.2 metres behind the ground floor predominant building line and the Unit 2 and 3 balconies would project 1.2 metres and 1.3 metres forward of the ground floor predominant building line respectively.

The proposed upper floor balcony setbacks would satisfy the local housing objectives of the City's Built Form Policy and the design principles of the R Codes for the following reasons:

- The balconies would provide further articulation and visual interest to the Woodstock Street facades, assisting to clearly distinguish between the ground and upper floors of the dwellings;
- Balconies are a feature of two-storey dwellings facing Woodstock Street in the vicinity of the development, including at Nos. 18, 19, 21, 22, 23, 25 and 31 Woodstock Street. The majority of these existing developments' balconies are in line with or project forward of the ground floor building alignment. The proposed development would be consistent with this;
- The proposed balconies would be lightweight, unroofed structures that would not contribute excessive building bulk as viewed from the streetscape;
- The previously approved ground floor and upper floor primary street setbacks otherwise remain unchanged from the previous approval; and
- The City's DRP Chairperson has reviewed the proposal and advised that they are supportive of the introduction of balconies to the Woodstock Street frontage.

#### Street Walls and Fences

The Built Form Policy deemed-to-comply standard sets out that fences within the primary street setback area are to be visually permeable above 1.2 metres high as measured from the level of the adjacent footpath.

The application proposes a 0.9 metre wide portion of the Unit 1 masonry fence with a solid height of 1.8 metres. This portion of fence would be setback 1.2 metres from the Woodstock Street boundary and is proposed to provide a mounting position for a meter box.

The proposed Unit 1 fence would satisfy the local housing objectives of the Built Form Policy and design principles of the R Codes for the following reasons:

- The 0.9 metre wide portion of fence represents 2.2 percent of the overall Woodstock Street frontage of the three grouped dwellings and would not contribute excessive building bulk as viewed from the street;
- The 0.9 metre wide portion of fence is setback 1.2 metres from Woodstock Street that would assist in reducing its bulk;
- The remainder of the front fence of the development consists of low retaining walls and masonry fences which allows the development to provide adequate street surveillance and connection to Woodstock Street; and
- The proposed solid portion of fence would not obscure any significant design features of the Unit 1 Woodstock Street façade.

Should the application be approved, it is recommended that a condition be imposed that requires the solid portion of street walls and fences to not exceed the heights shown in the approved plans, to ensure that views to and from the dwelling remain unobstructed.

#### Visual Privacy

The R Codes deemed-to-comply standard relating to visual privacy sets out that balconies are to be setback 7.5 metres from lot boundaries. The Unit 3 balcony is proposed to be setback 6.7 metres from the western lot boundary at No. 18 Woodstock Street located across the ROW.

The proposed overlooking would satisfy the design principles of the R Codes for the following reasons:

- A 0.8 metre portion of the 7.5 metre cone of vision from the Unit 3 balcony would fall within the primary street setback and ROW setback areas of the adjacent property at No. 18 Woodstock Street. The primary street setback area is not subject to the R Codes provisions relating to visual privacy and the ROW setback area is not an active habitable space. These portions of the adjacent dwelling would also be already visible from the adjacent street and ROW in the public realm;
- Beyond the 7.5 metre cone of vision, the portions of the adjacent dwelling at No. 18 Woodstock Street
  that would be able to be seen from the Unit 3 balcony would be the entrance and stairwell. These areas
  are not defined as habitable rooms under the R Codes. The cone of vision does not fall on or provide
  views of the primary outdoor living area or windows to habitable rooms of the adjacent property. The
  proposed balcony would not have an adverse impact on the amenity of the adjoining property; and
- The Unit 3 balcony would have a depth of 1.2 metres which would not be conducive to the space being used as the primary outdoor living area for the dwelling. The primary outdoor living area for Unit 3 remains on the ground floor to the rear. As such, the balcony is unlikely to be occupied for extended periods of time.

#### External Fixtures, Utilities and Facilities

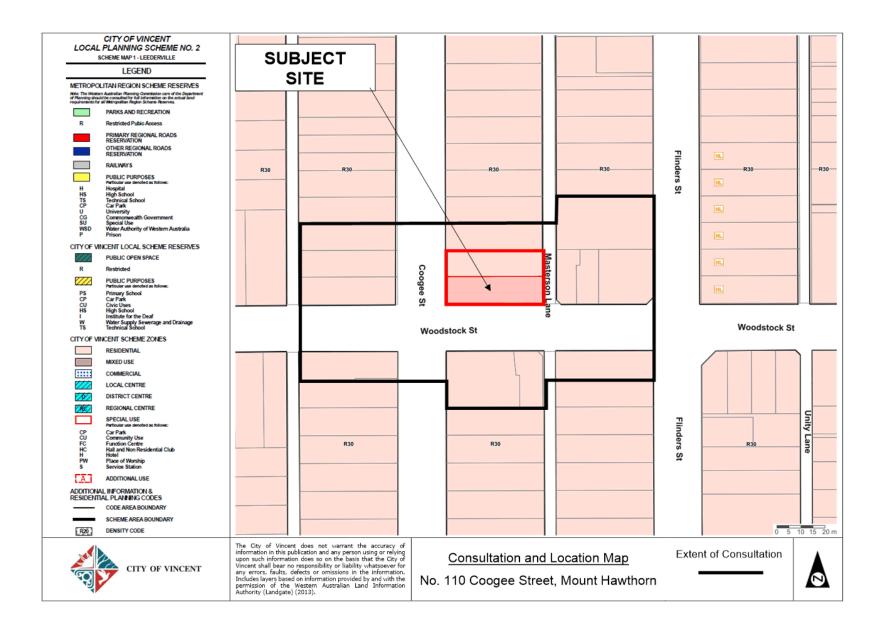
The R Codes deemed-to-comply standards relating to external fixtures outline that they shall not be visible from the street, shall be integrated with the design of the building or shall be adequately screened.

The meter box for the development is proposed to be located on the Unit 1 front fence, setback 1.2 metres from the Woodstock Street boundary. The meter box would service all three units.

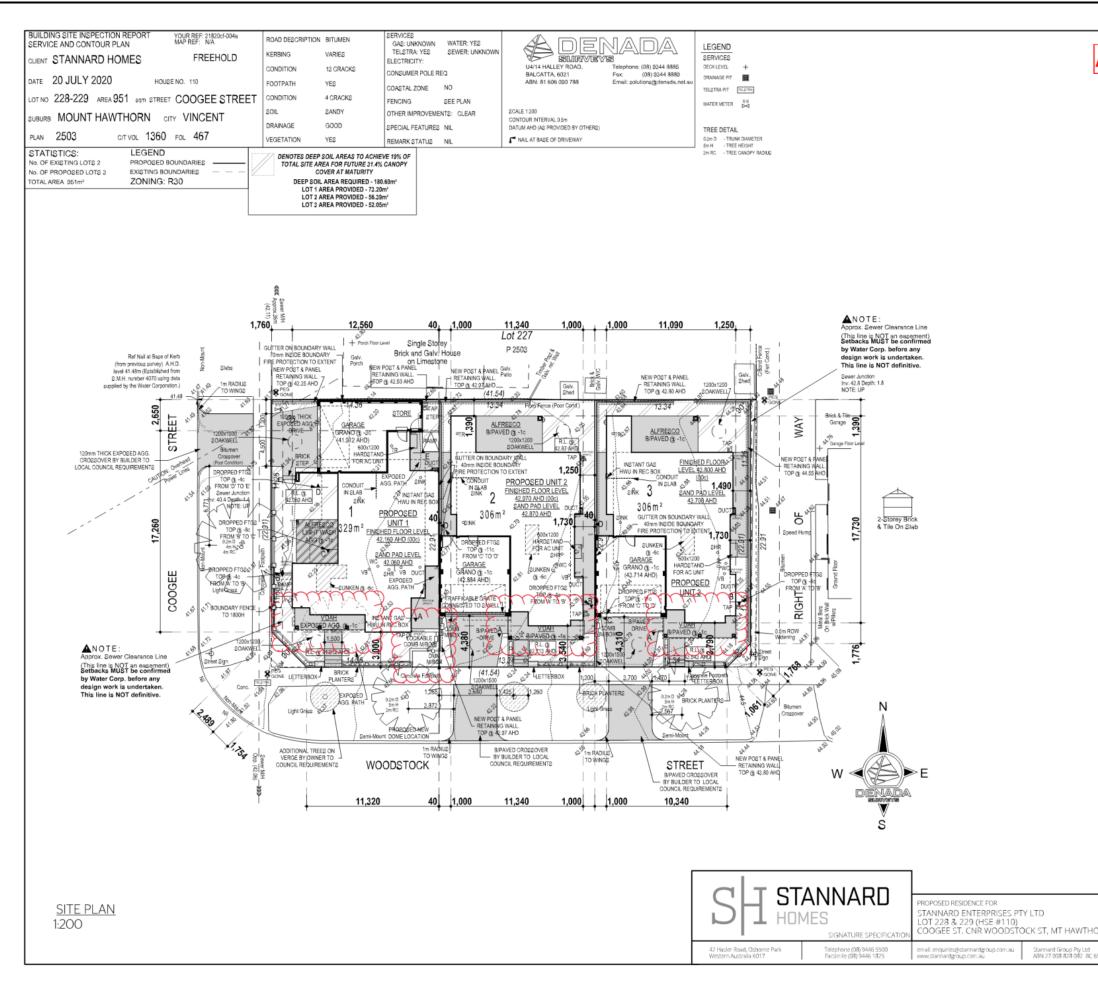
The proposed meter box would satisfy the local housing objectives of the Built Form Policy and the design principles of the R Codes for the following reasons:

- The meter box would be 0.5 metres high, 0.2 metres wide and setback 1.2 metres from the Woodstock Street boundary. The meter box would not be a visually dominant element of the development when viewed from the street; and
- The meter box would not be a freestanding structure but rather, would be integrated into an extension of the masonry fence. The integration of the meter box into the design of the fence would assist in reducing its bulk and appearance, protecting the visual amenity of the streetscape and surrounding properties.

Should the application be approved, it is recommended that a condition be imposed that requires the meter box to be painted to match the colour of the fence to which it is attached. This would ensure that the proposed meter box would not have an adverse impact on the amenity of the visual character of the existing streetscape.



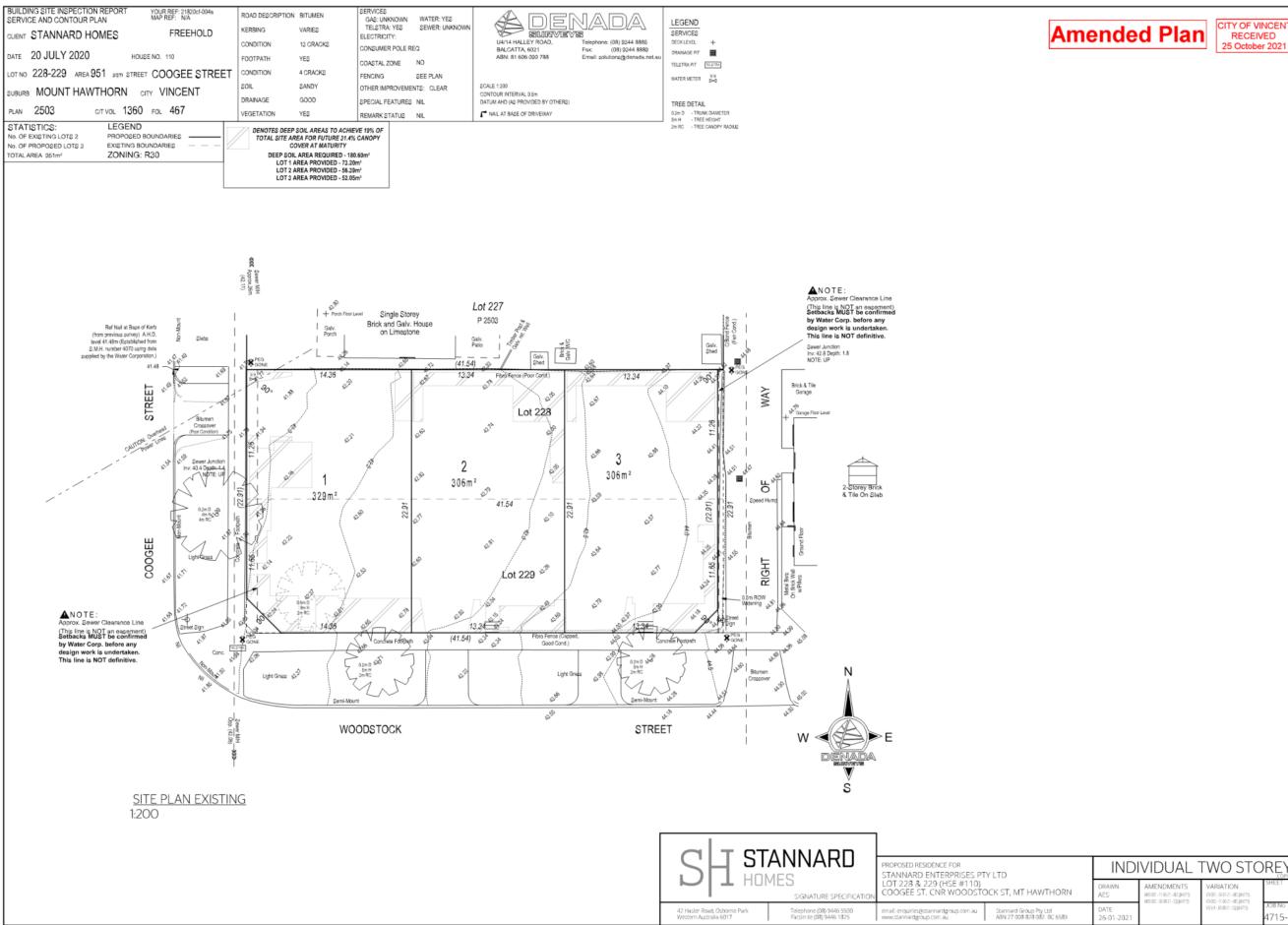




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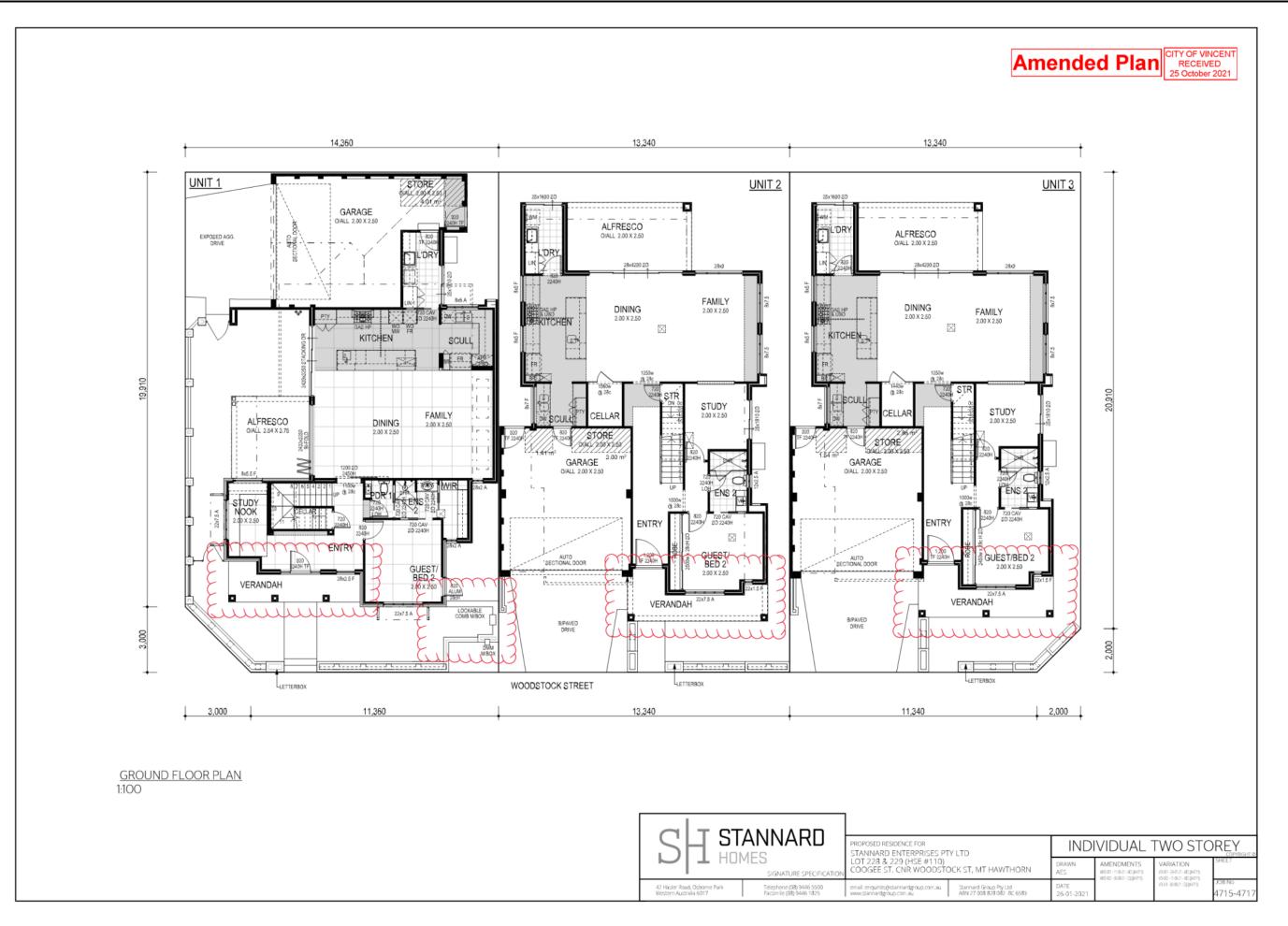


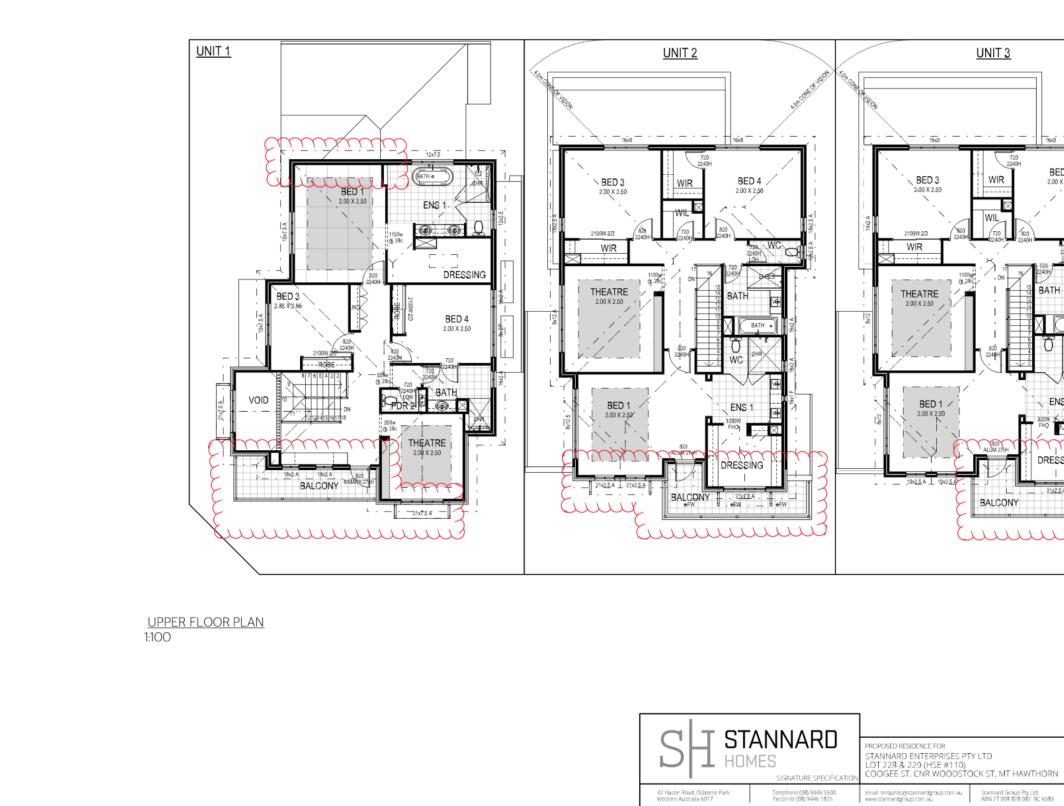
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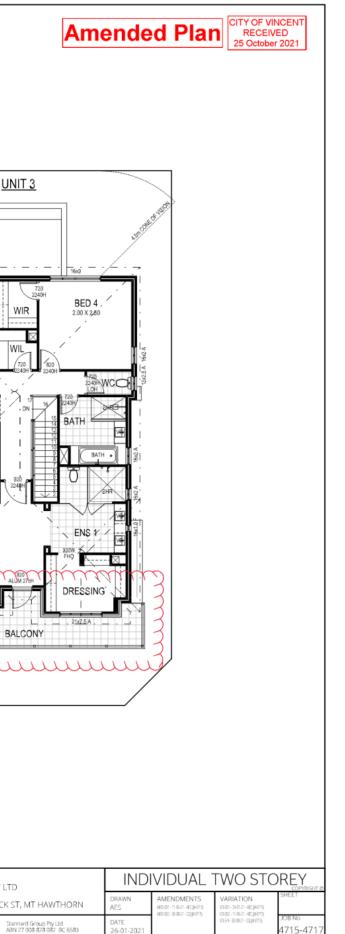


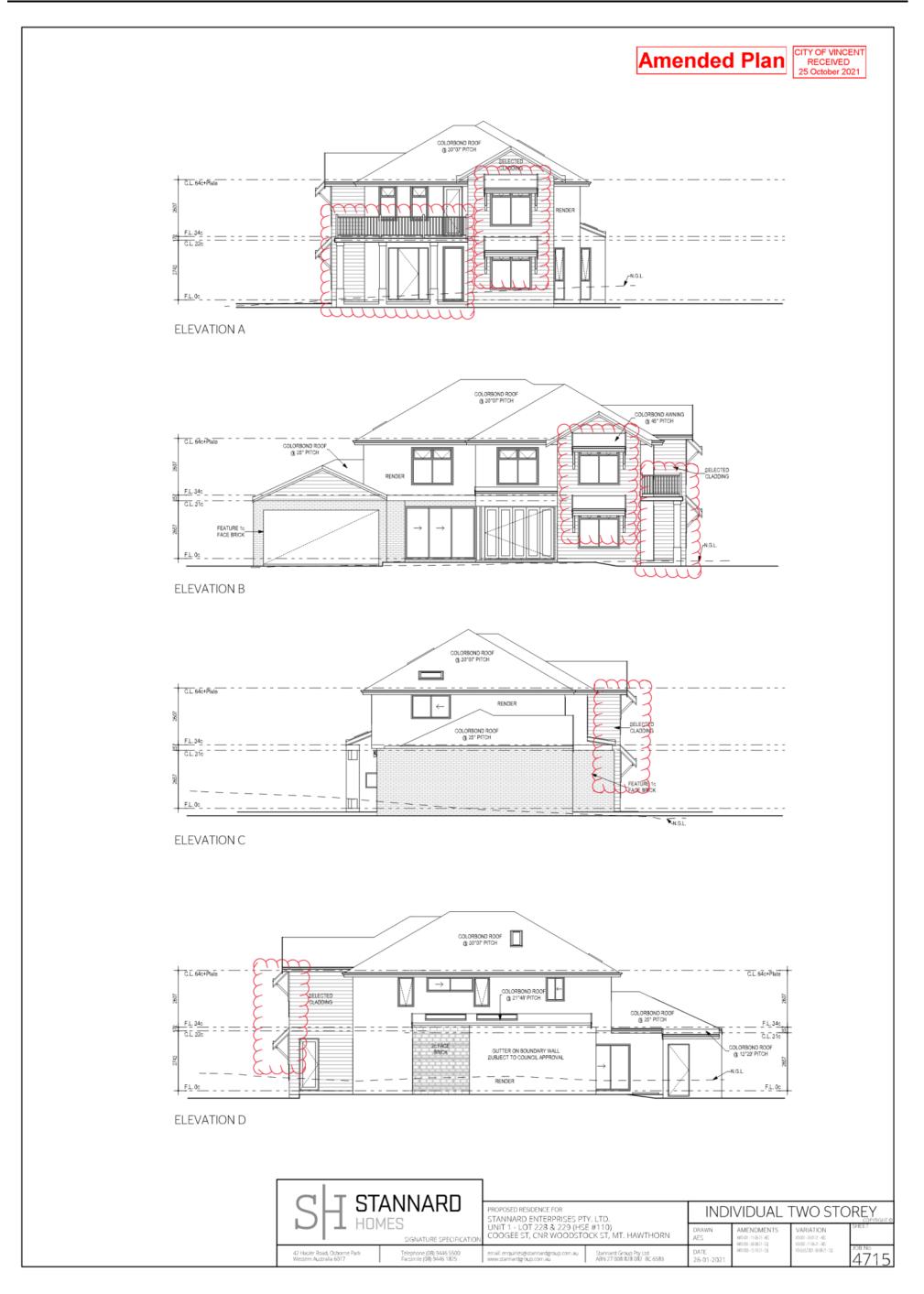
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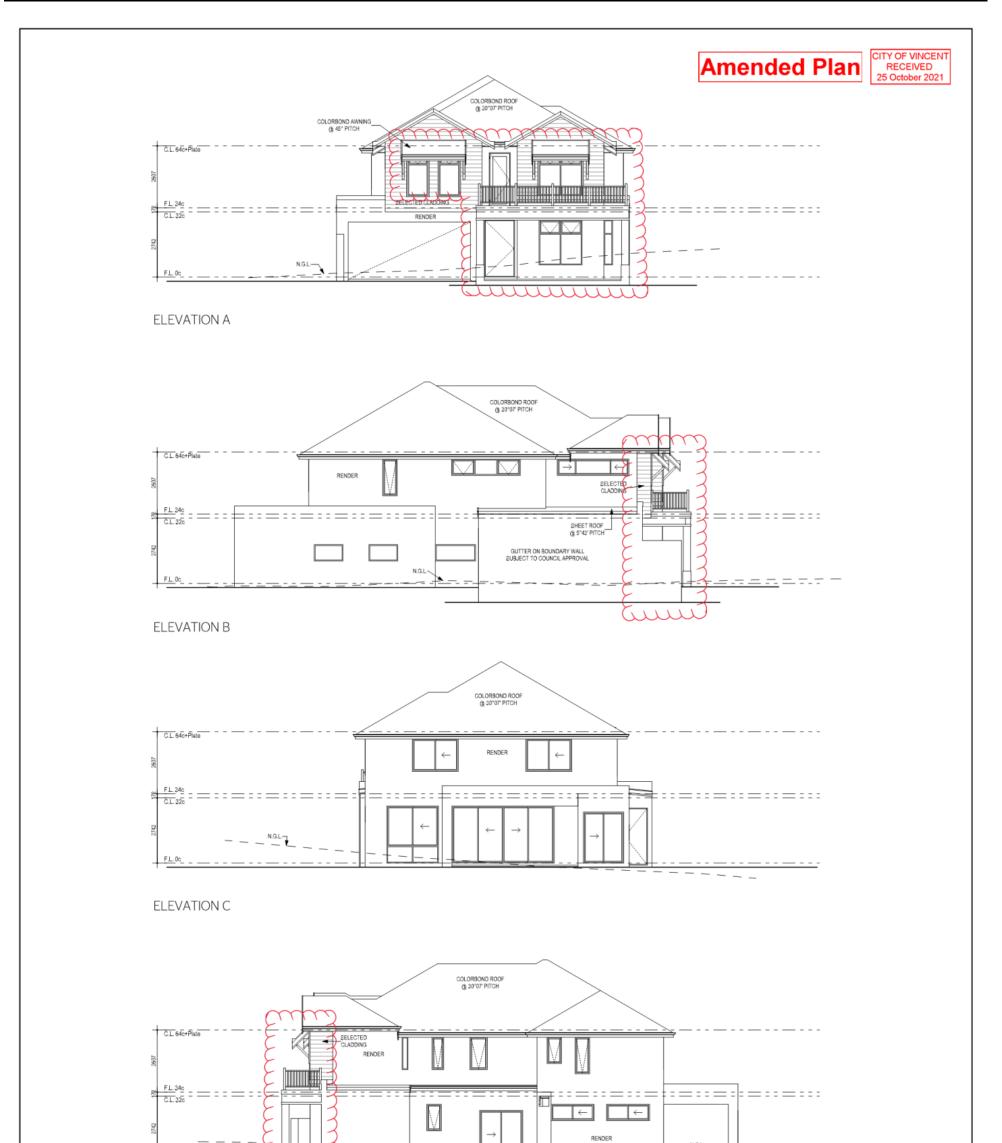
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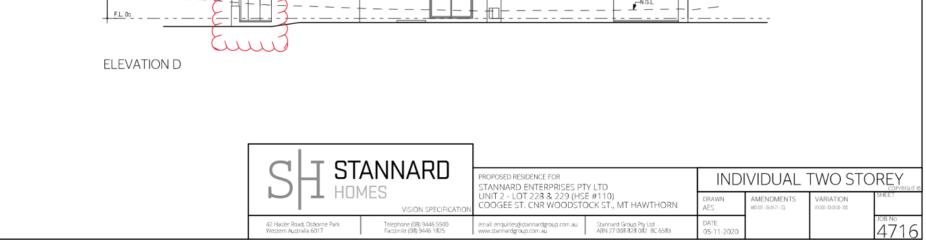


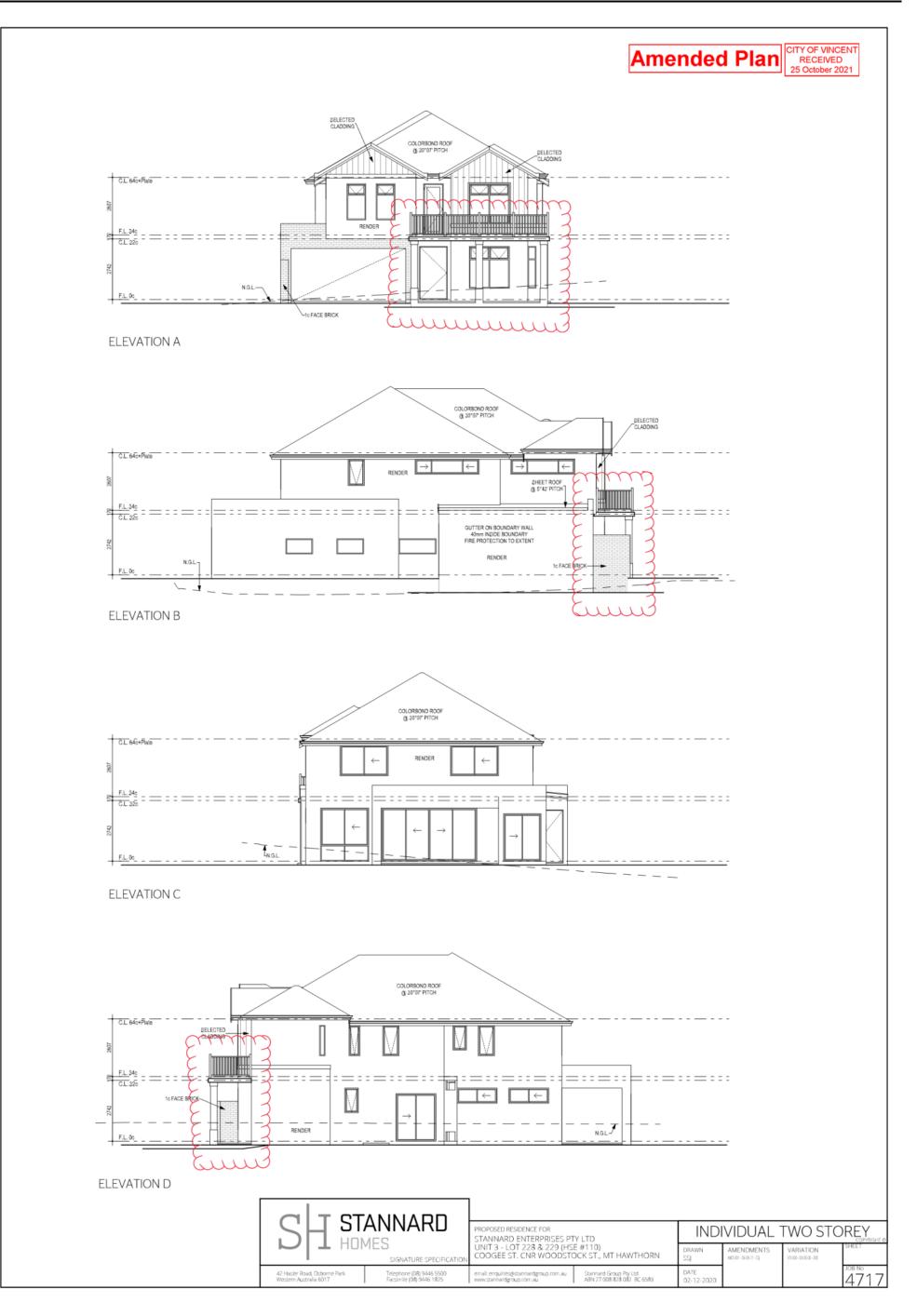




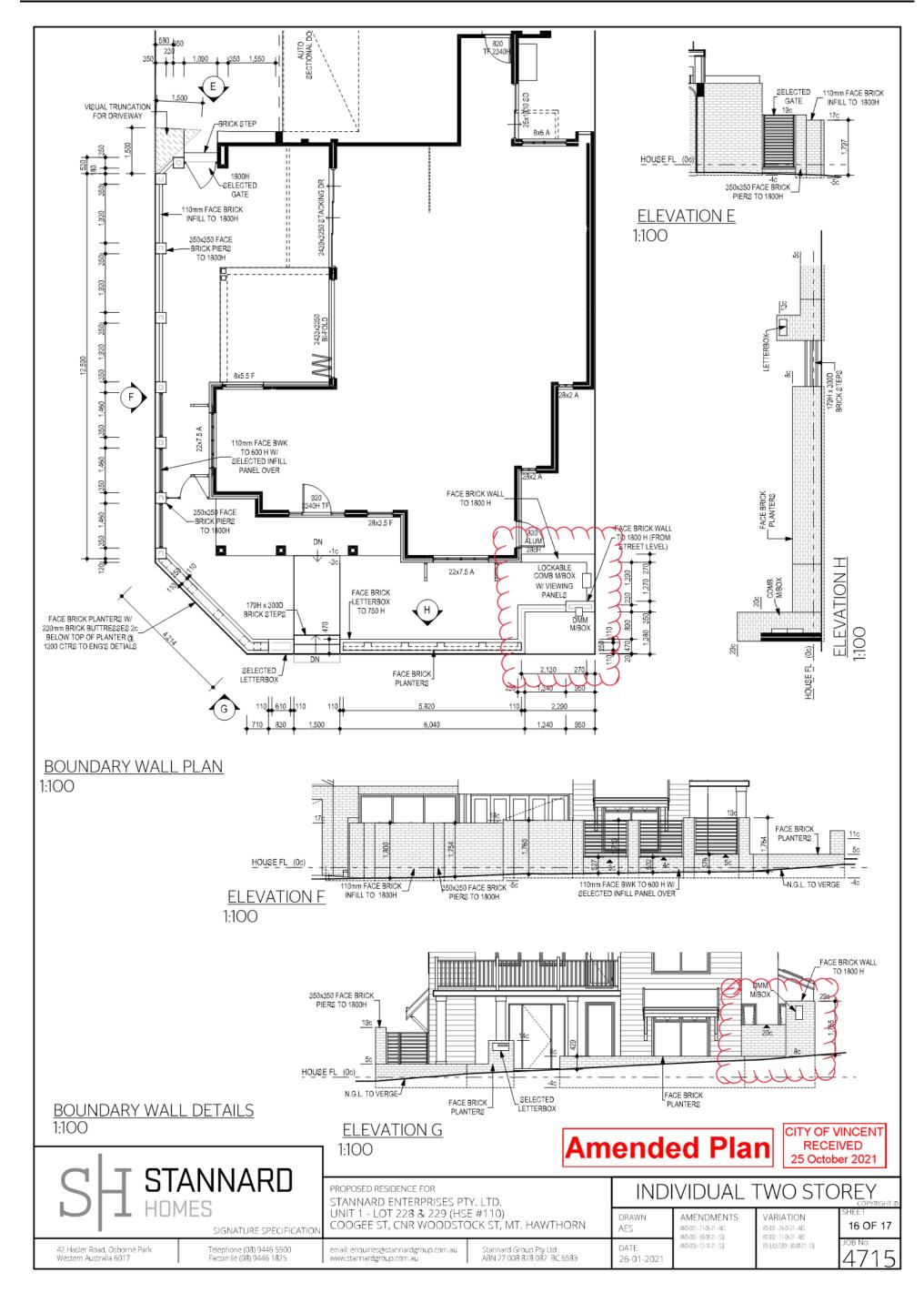


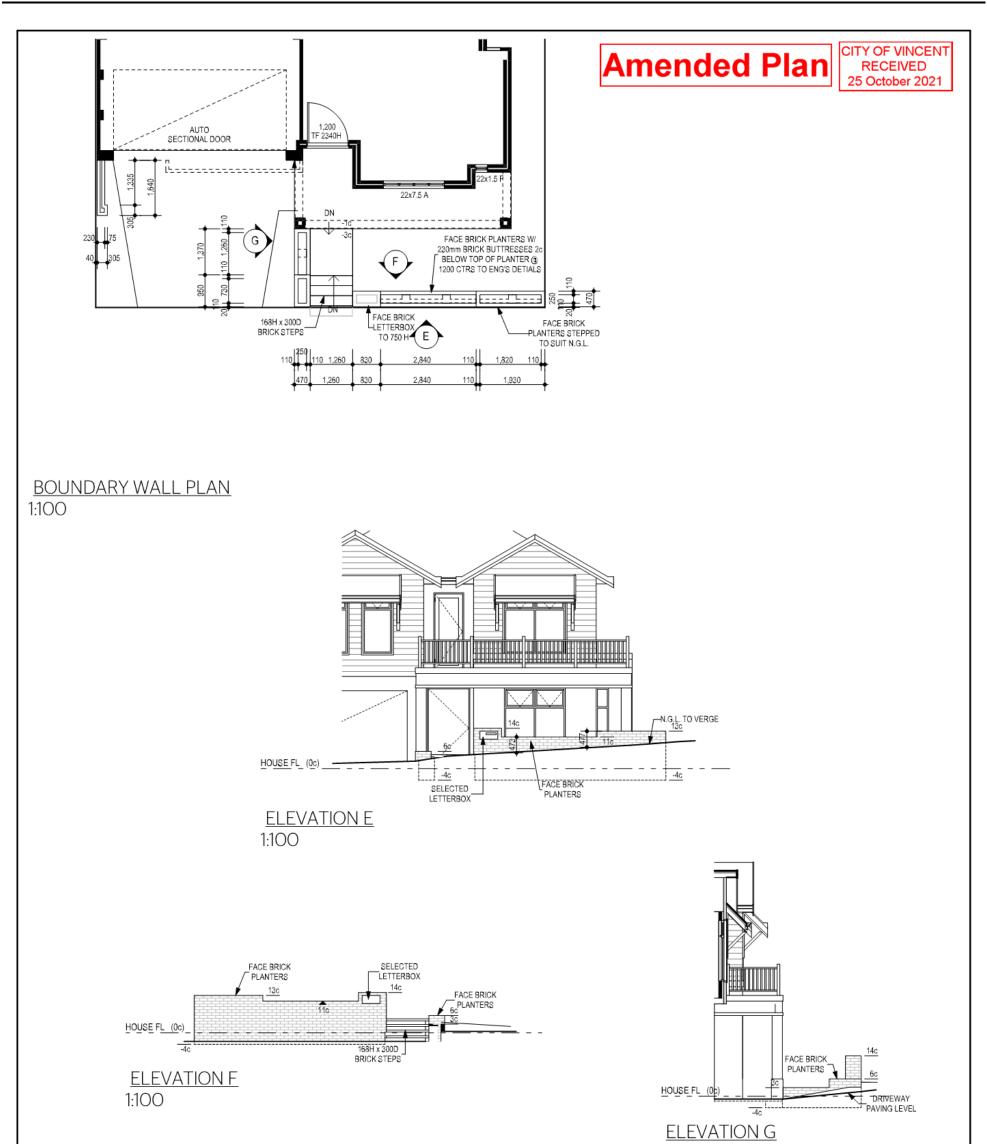




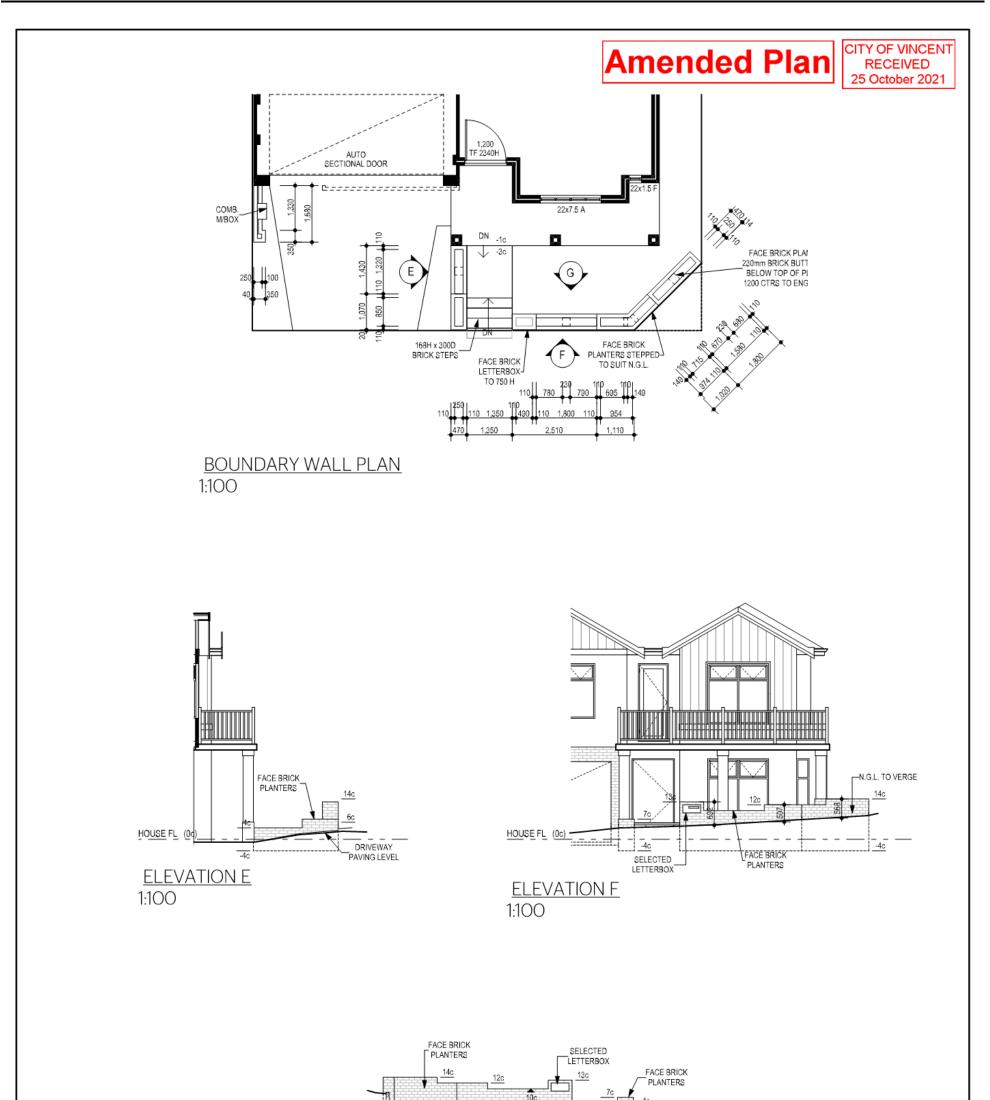








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42 Hasler Road, Osborne Park Telephone (08) 9446 5500 Western Australia 6017 Facsimile (08) 9446 1825	email: enquiries@stannardgroup.com.au www.stannardgroup.com.au	Stannard Group Pty Ltd ABN 27 008 828 082 BC 6583	DATE 05-11-2020			<sup>ЈОВ NO</sup> 4716



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42 Hasler Road, Osborne Park Telephone (08) 9446 5500 Western Australia 6017 Facsimile (08) 9446 1825	email: enquiries@stannardgroup.com.au www.stannardgroup.com.au	Stannard Group Pty Ltd ABN 27 008 828 082 BC 6583	DATE 02-12-2020			<sup>јов №</sup> 4717

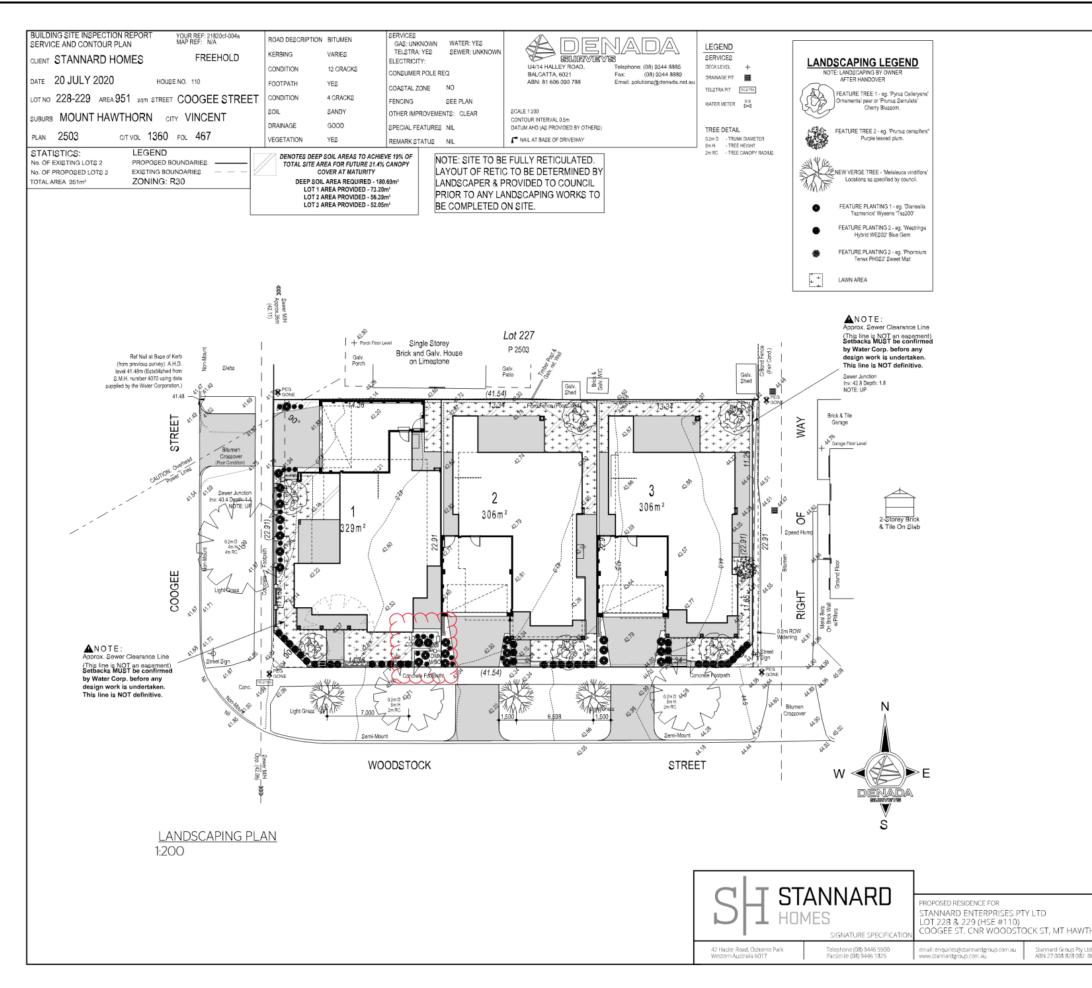
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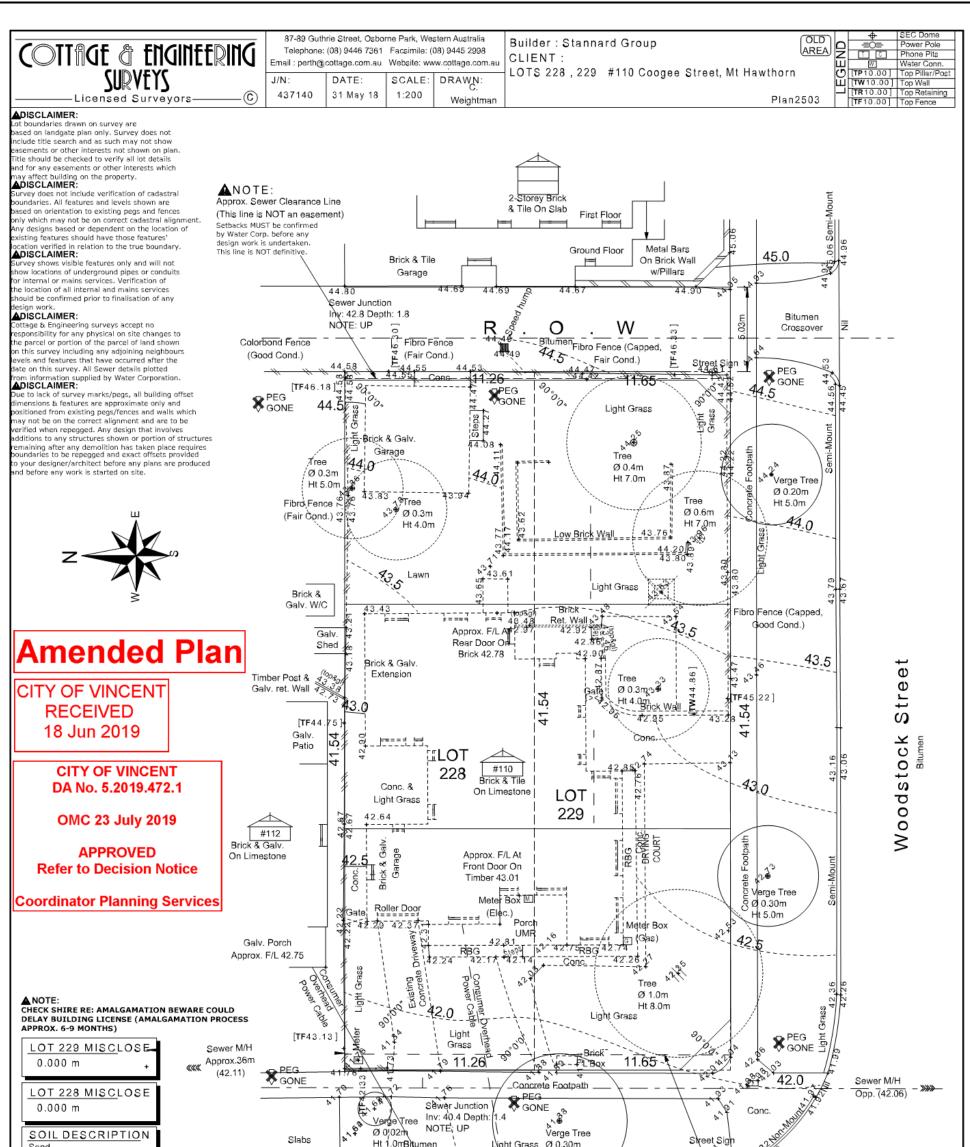
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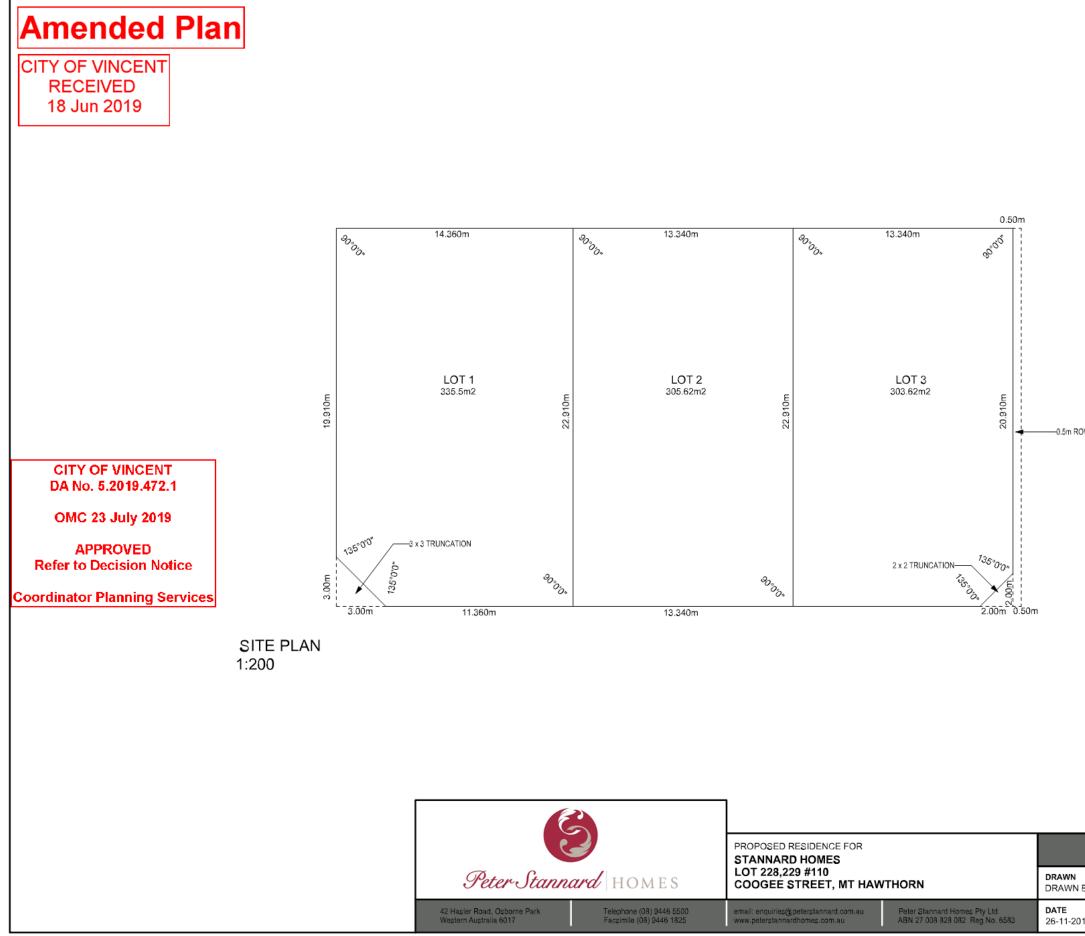




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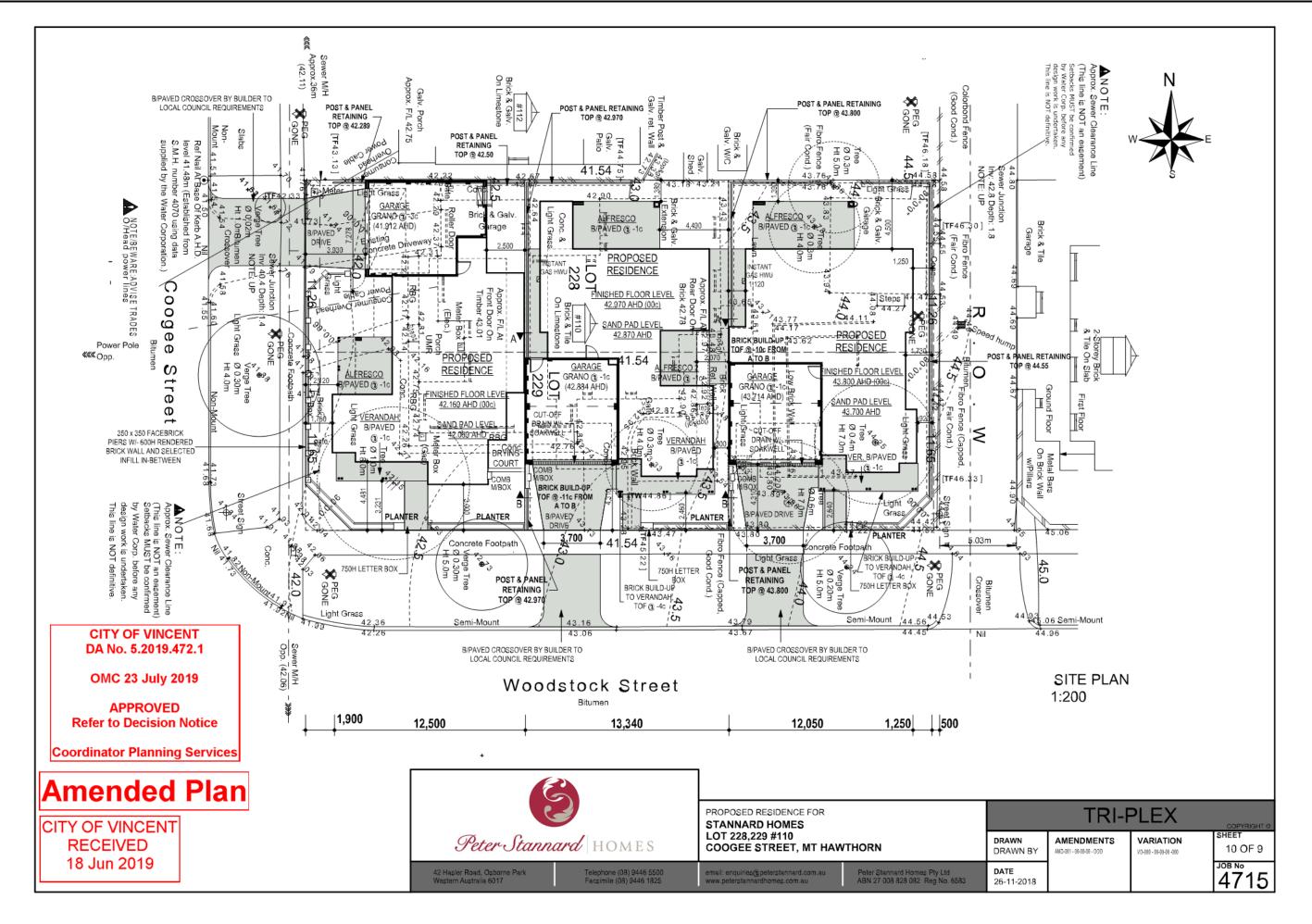


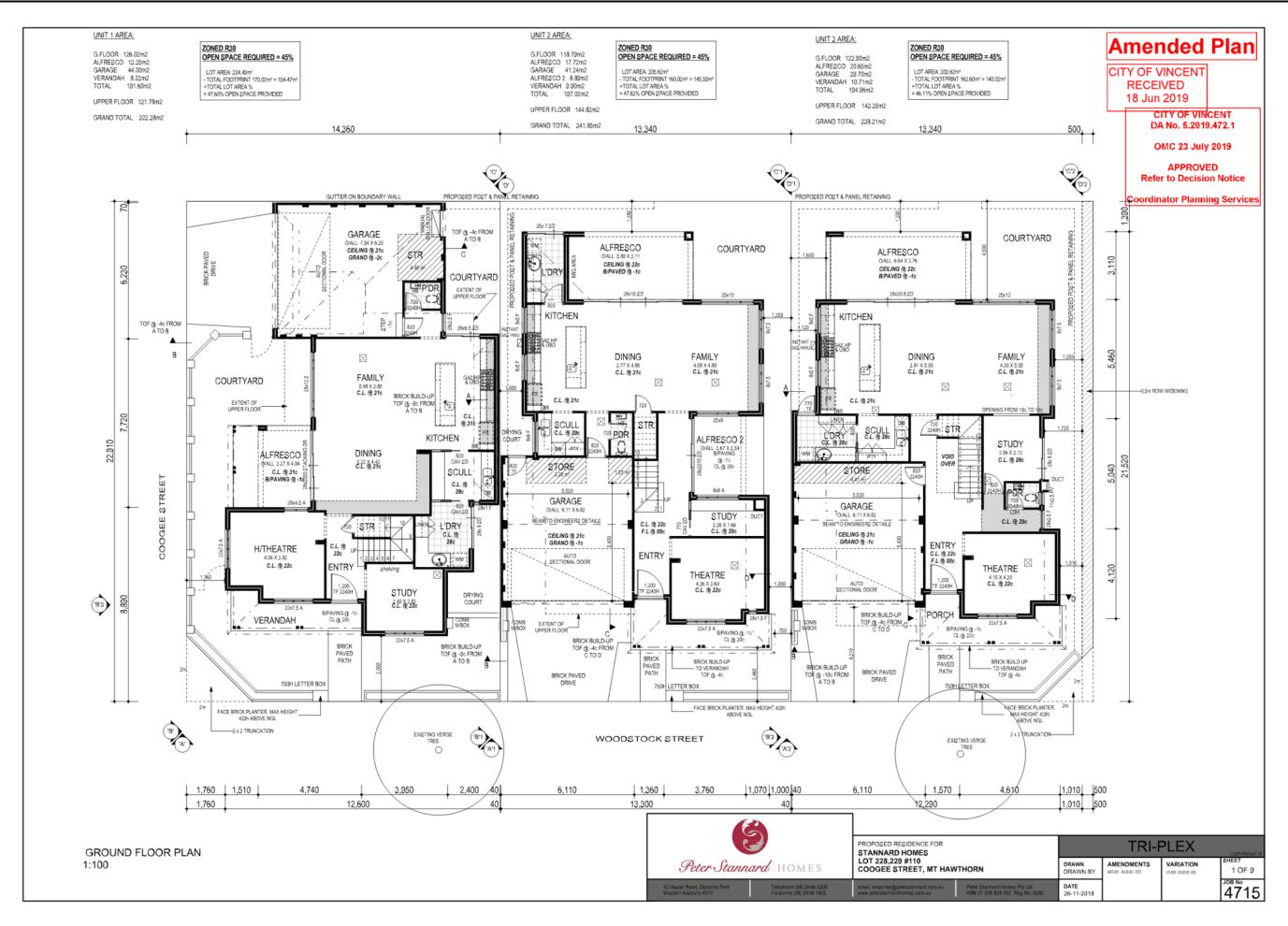


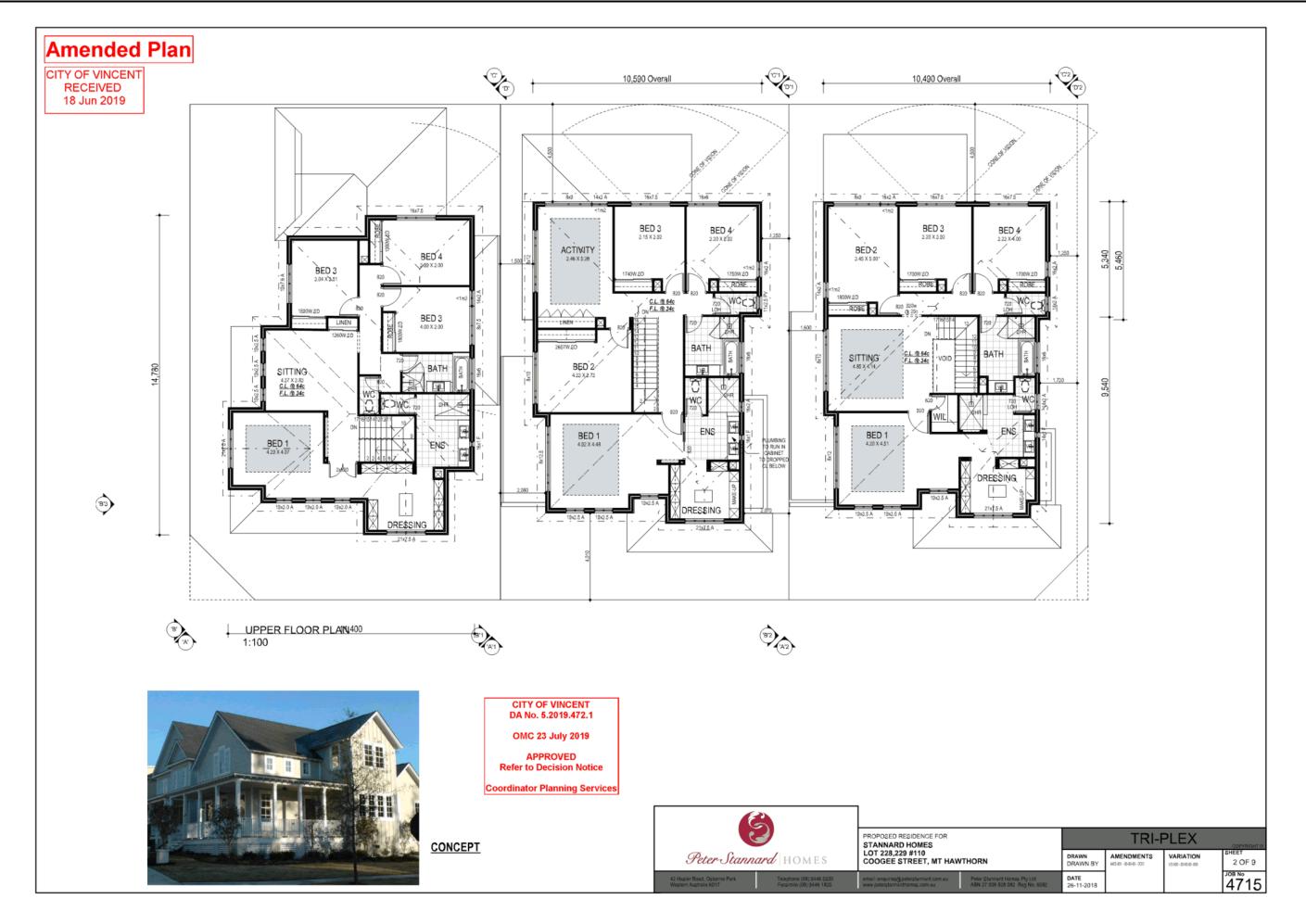


-0.5m ROW WIDENING

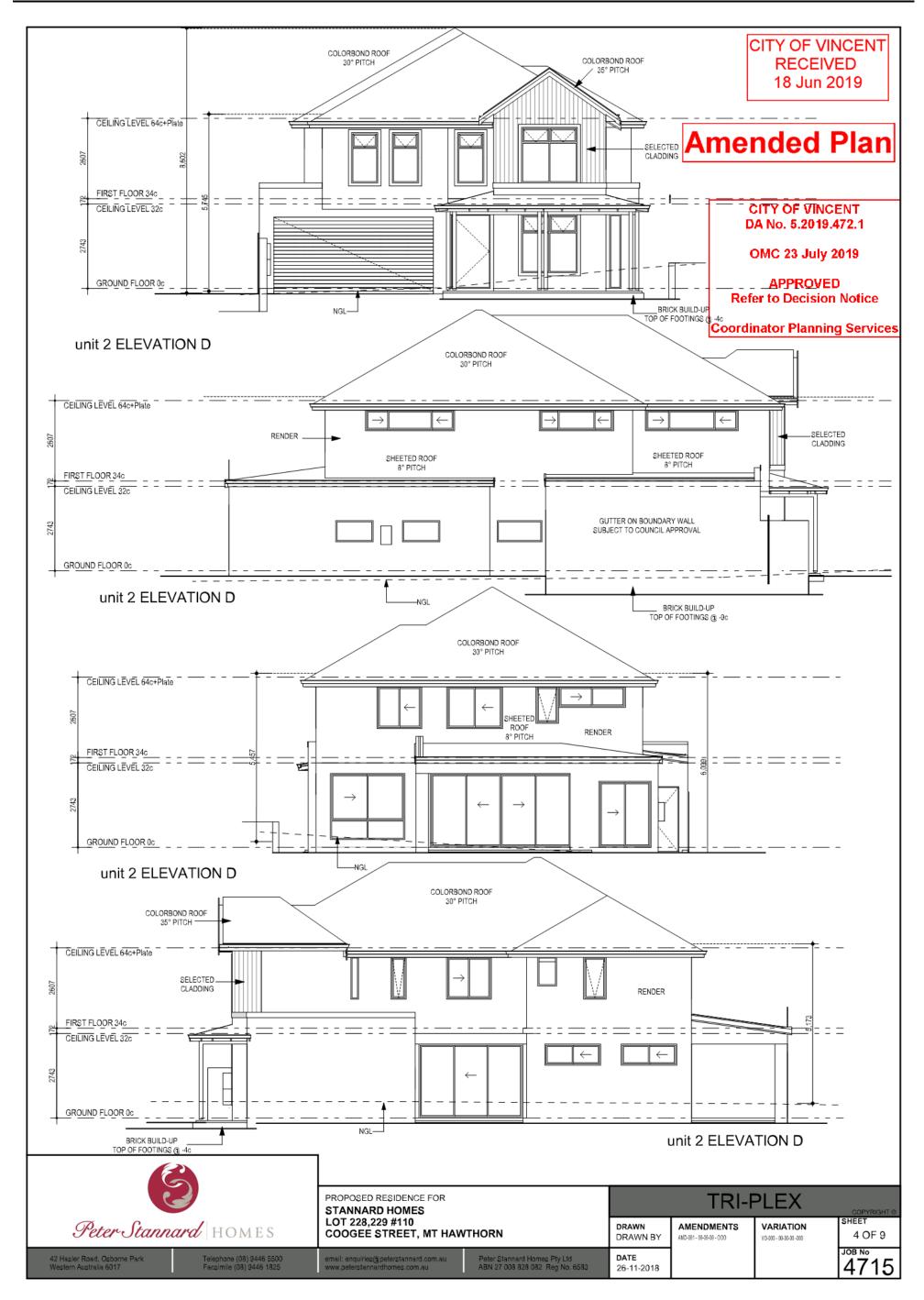
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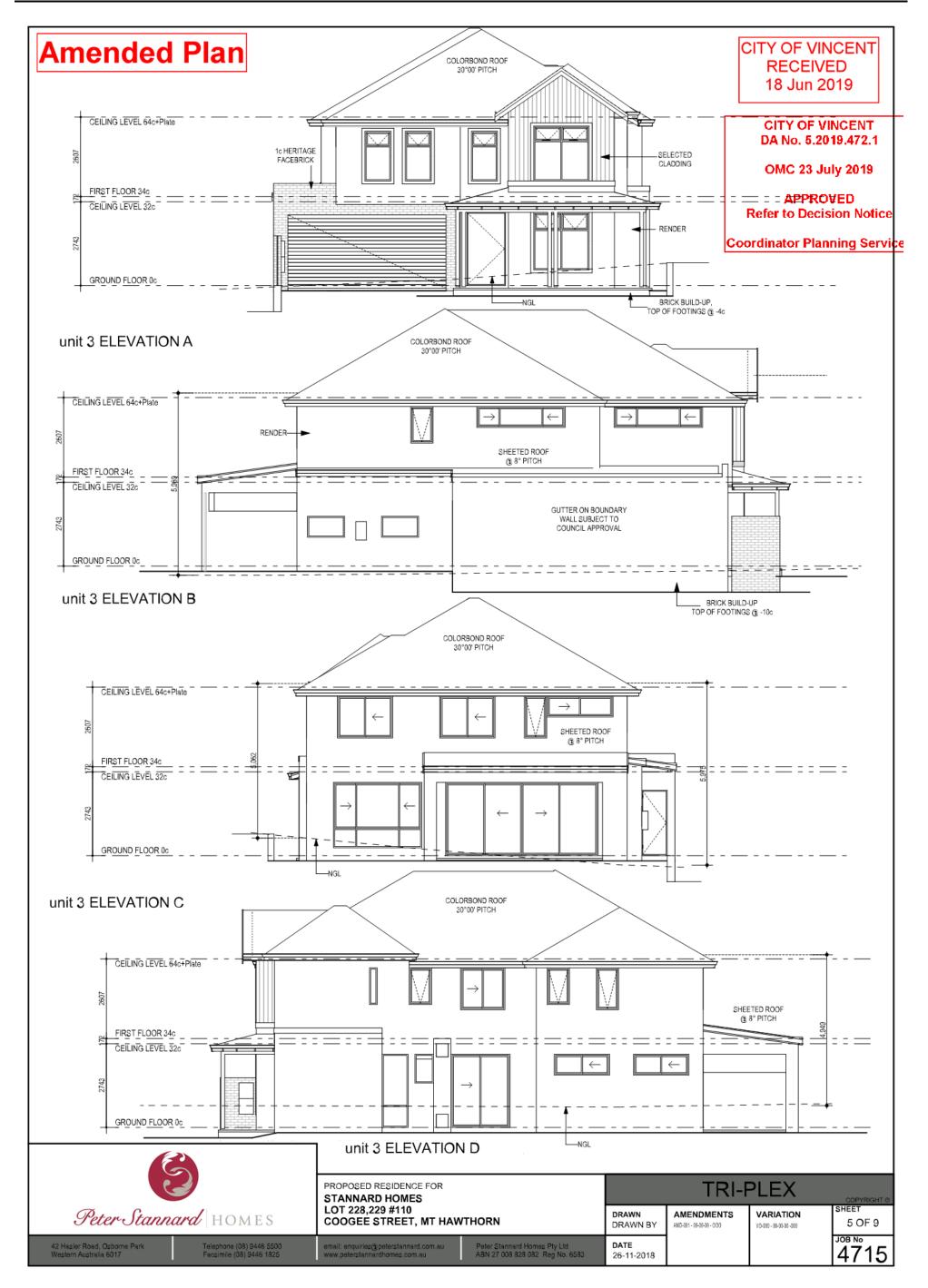


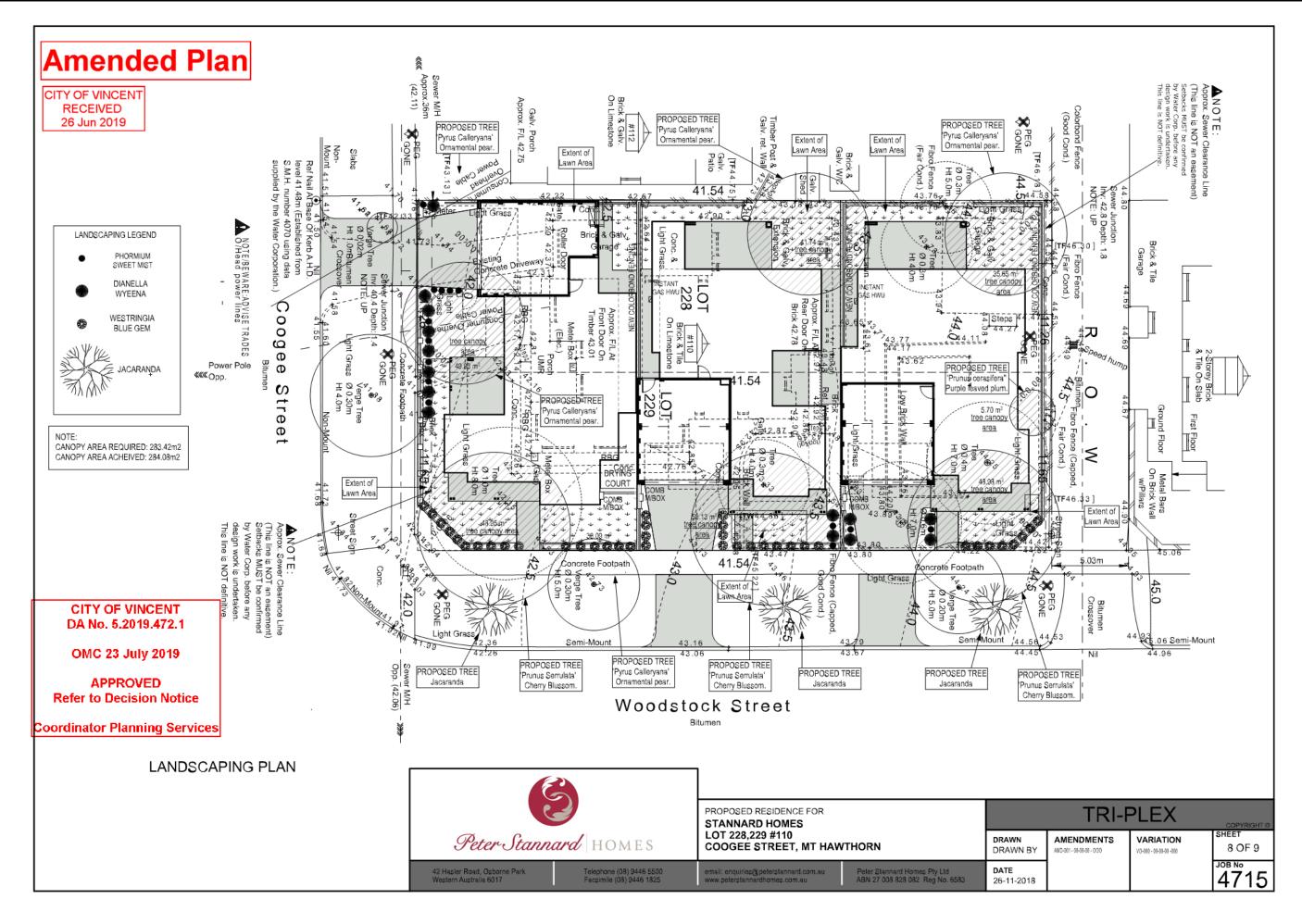


















#### ORDINARY COUNCIL MEETING MINUTES

23 JULY 2019

9.3	NO. 110	(LOTS:	228	AND	229;	D/P:	2503)	COOGEE	STREET,	MOUNT	HAWTHORN	-
	PROPOSI	ED THRE	E GF	ROUPE	ED DV	VELLI	NGS					

TRIM Ref:	D19/17321		
Author:	Dan McCluggage, Urban Planner		
Authoriser:	Jay Naidoo, Manager Development & Design		
Ward:	North		
Attachments:	<ol> <li>Consultation and Location Map <sup>1</sup>/<sub>2</sub></li> <li>Original Plans dated 6 December 2018 (Superseded) <sup>1</sup>/<sub>2</sub></li> <li>Plans Referred to DRP Chairperson dated 10 April 2019 and 24 April 2019 (Superseded) <sup>1</sup>/<sub>2</sub></li> <li>Development Plans <sup>1</sup>/<sub>2</sub></li> <li>Summary of Submissions - Administration's Response <sup>1</sup>/<sub>2</sub></li> <li>Summary of Submissions - Applicant's Response <sup>1</sup>/<sub>2</sub></li> <li>Determination Advice Notes <sup>1</sup>/<sub>2</sub></li> </ol>		

#### **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for three Grouped Dwellings at No. 110 (Lots: 228 and 229; D/P: 2503) Coogee Street, Mount Hawthorn, in accordance with the plans shown in Attachment 4, subject to the following conditions, with the associated determination advice notes in Attachment 7:

#### 1. Extent of Approval

This approval is for three grouped dwellings as shown on the approved plans dated 17 June 2019, 18 June 2019 and 26 June 2019. No other development forms part of this approval;

2. Boundary Walls

The owners of the subject land shall finish and maintain the surface of the boundary wall facing No. 112 Coogee Street in a good and clean condition prior to practical completion of the development to the satisfaction of the City. The finish of the boundary walls is to be face brickwork to the satisfaction of the City;

- 3. Car Parking and Access
  - 3.1 The car parking and access areas shall be sealed, drained and paved in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to occupancy or use of the development;
  - 3.2 Vehicle access points are required to match into existing footpath levels; and
  - 3.3 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;
- 4. Clothes Drying Facility

All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 7.3: Residential Design Codes Volume 1 prior to the use or occupation of the development and shall be completed to the satisfaction of the City;

5. External Fixtures

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

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#### ORDINARY COUNCIL MEETING MINUTES

23 JULY 2019

located so as not to be visually obtrusive;

- 6. Landscape and Reticulation Plan
  - 6.1 An updated detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to lodgement of a Building Permit. The plan shall be drawn to a maximum scale of 1:200 and show the following:
    - The location and type of existing and proposed trees and plants;
    - Areas to be irrigated or reticulated;
    - The provision of a minimum of 19 percent deep soil area, as defined by the City's Policy No. 7.1.1 – Built Form;
    - The provision of a minimum of 31.4 percent canopy coverage at maturity, as defined by the City's Policy No. 7.1.1 – Built Form; and
    - The provision of three additional street trees, with a planting size of at least 200 litres, within the verge of Woodstock Street adjoining the development shall be provided at the full expense of the landowner. The tree species is to be approved by the City;
  - 6.2 All works shown in the plans as identified in Condition 6.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;
- 7. Stormwater

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

8. Street Walls and Fences

The fencing infill panels above the approved solid portions of wall shall be visually permeable in accordance with State Planning Policy 7.3: Residential Design Codes Volume 1, to the satisfaction of the City;

9. Verge Tree

With the exception of the verge tree that is in conflict with the Unit 1 crossover to Coogee Street, no other verge trees shall be removed without the prior written approval of the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City;

10. Amalgamation of Lots

Prior to the lodgement of a Building Permit application for the proposed development, Lot 228 and Lot 229 ('the Lots') are to be amalgamated into a single lot on a Certificate of Title; or alternatively, the owner entering into a legal agreement with the City and secured by an absolute caveat lodged over the certificates of title to the Lots requiring the amalgamation to be completed within twelve months of the issue of a Building Permit for the proposed works.

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

11. Visual Privacy

Prior to occupancy or use of the development, all privacy screening shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed to comply provisions, to the satisfaction of the City;

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#### ORDINARY COUNCIL MEETING MINUTES

23 JULY 2019

#### 12. Sight Lines

No walls, letterboxes or fences above 0.75 metres in height to be constructed within the 1.5 metre of where:

- · walls, letterboxes or fences adjoin vehicular access points to the site; or
- a driveway meets a public street; or
- two streets intersect;

unless otherwise approved by the City of Vincent;

13. Truncations

No development (including building, wall, fence or other form of visual obstruction) greater than 750mm in height measured from the natural ground level at the boundary, is to be placed on the lot within a 3 metre x 3 metre visual truncation at the intersection of Coogee Street and Woodstock Street, or within a 2 metre x 2 metre visual truncation at the intersection of Woodstock Street and the right of way;

14. Right of Way Widening

A 0.5 metre section of land shall be provided for right-of-way widening at the time of subdivision, in accordance with the approved development plan. The land required for right of way widening shall be transferred from the land owner to the Crown free of cost for the purpose of widening; and

15. Detailed Schedule of External Finishes

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

#### COUNCIL DECISION ITEM 9.3

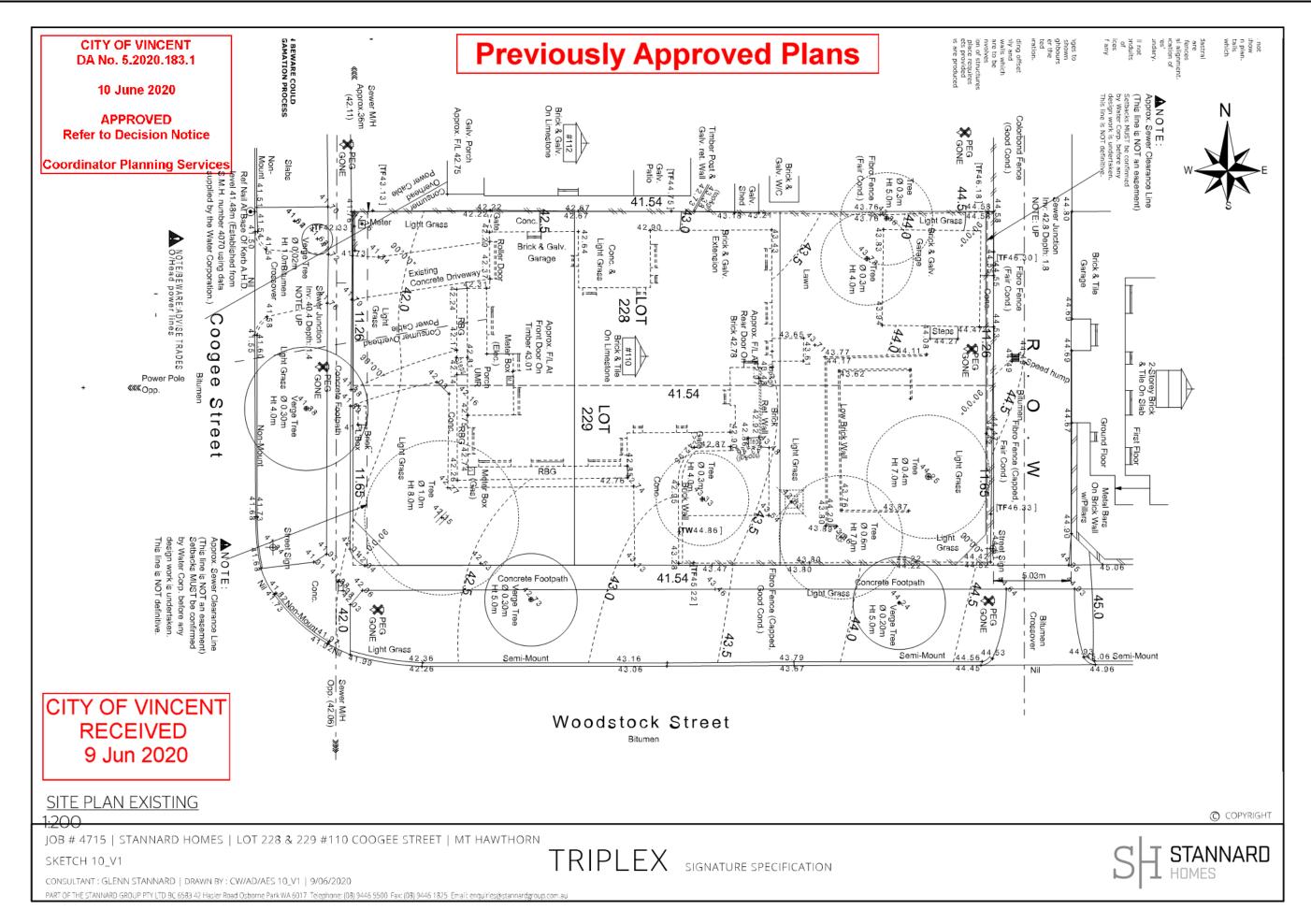
Moved: Cr Loden, Seconded: Cr Fotakis

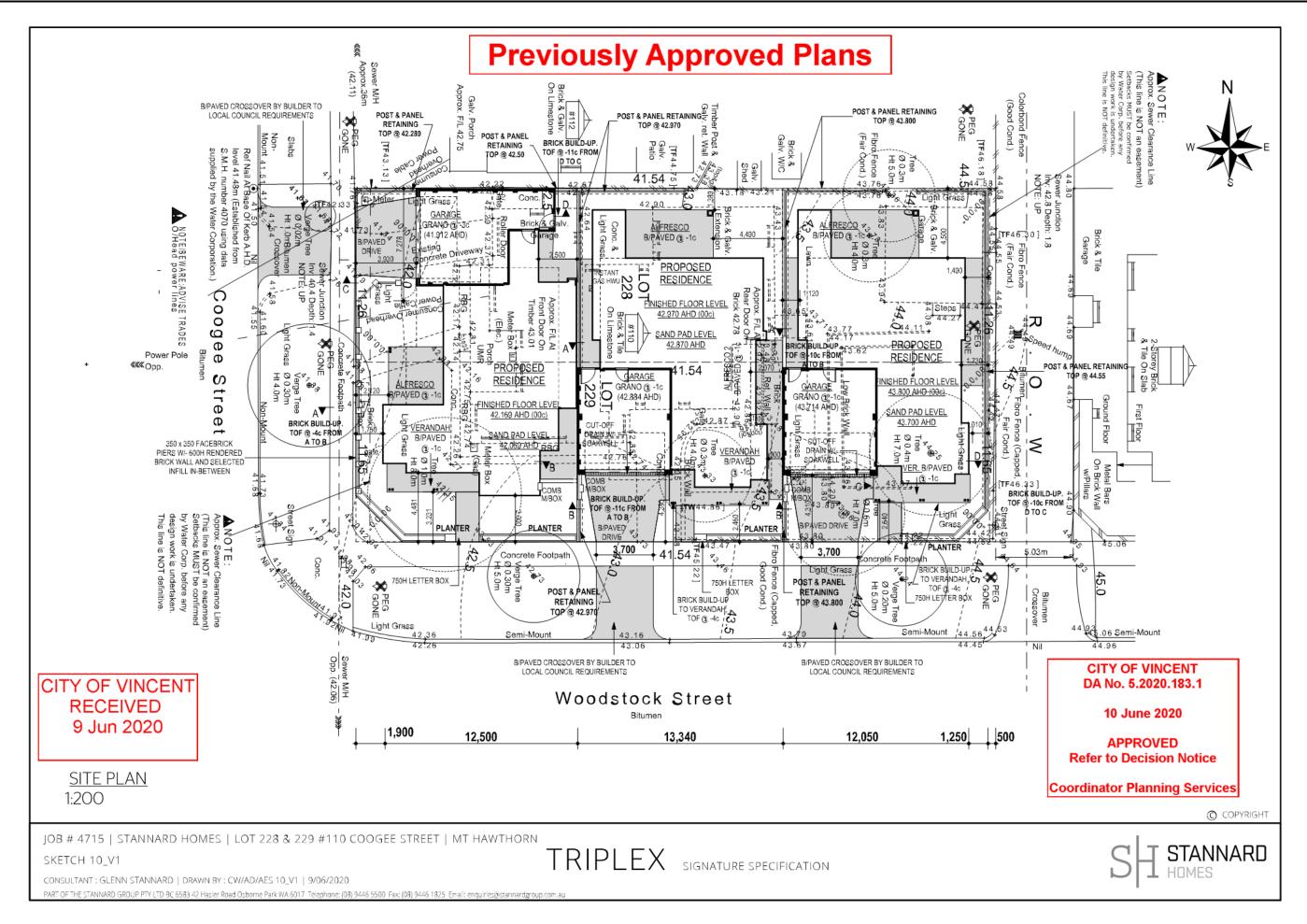
That the recommendation be adopted.

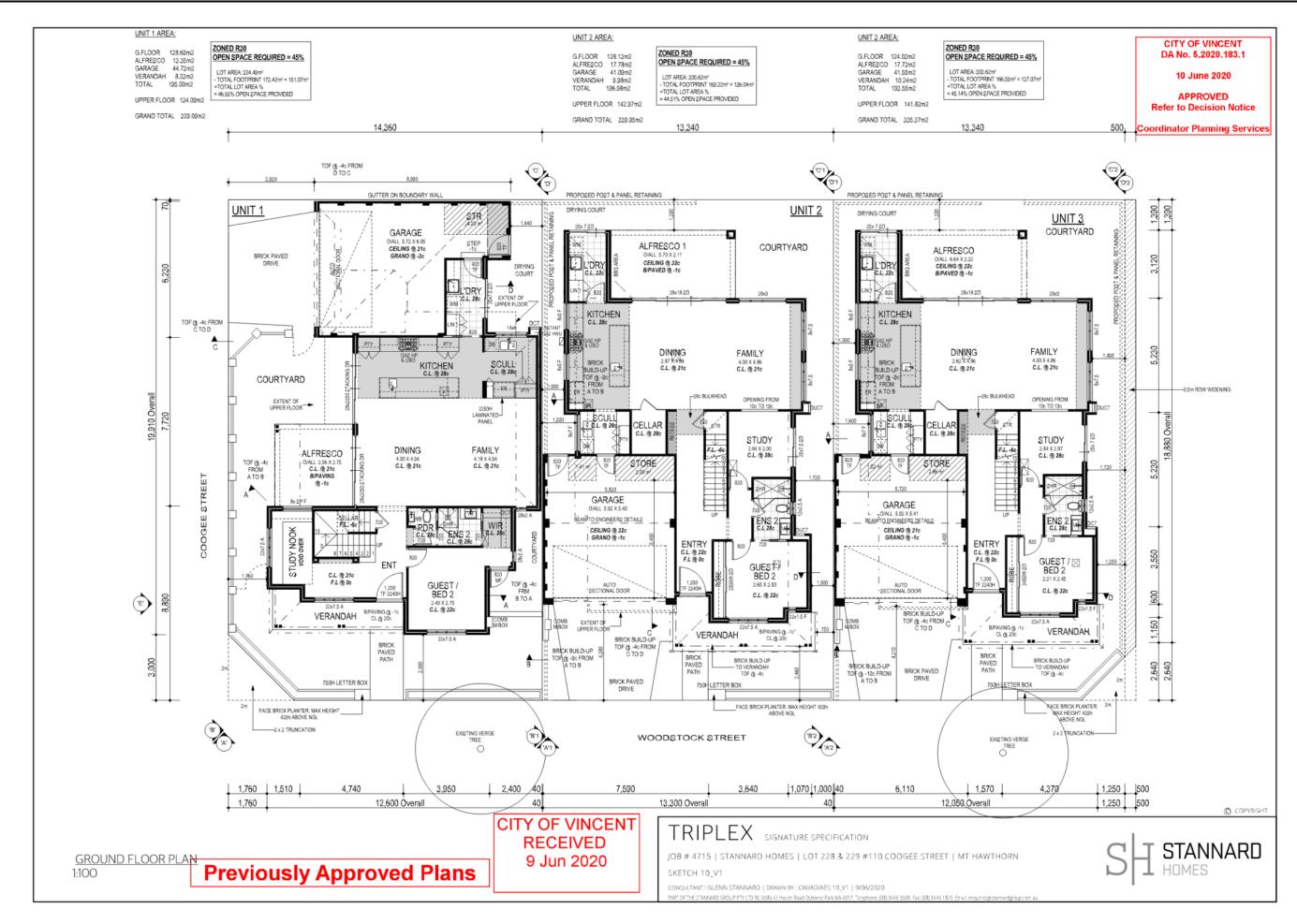
CARRIED UNANIMOUSLY "EN BLOC" (8-0)

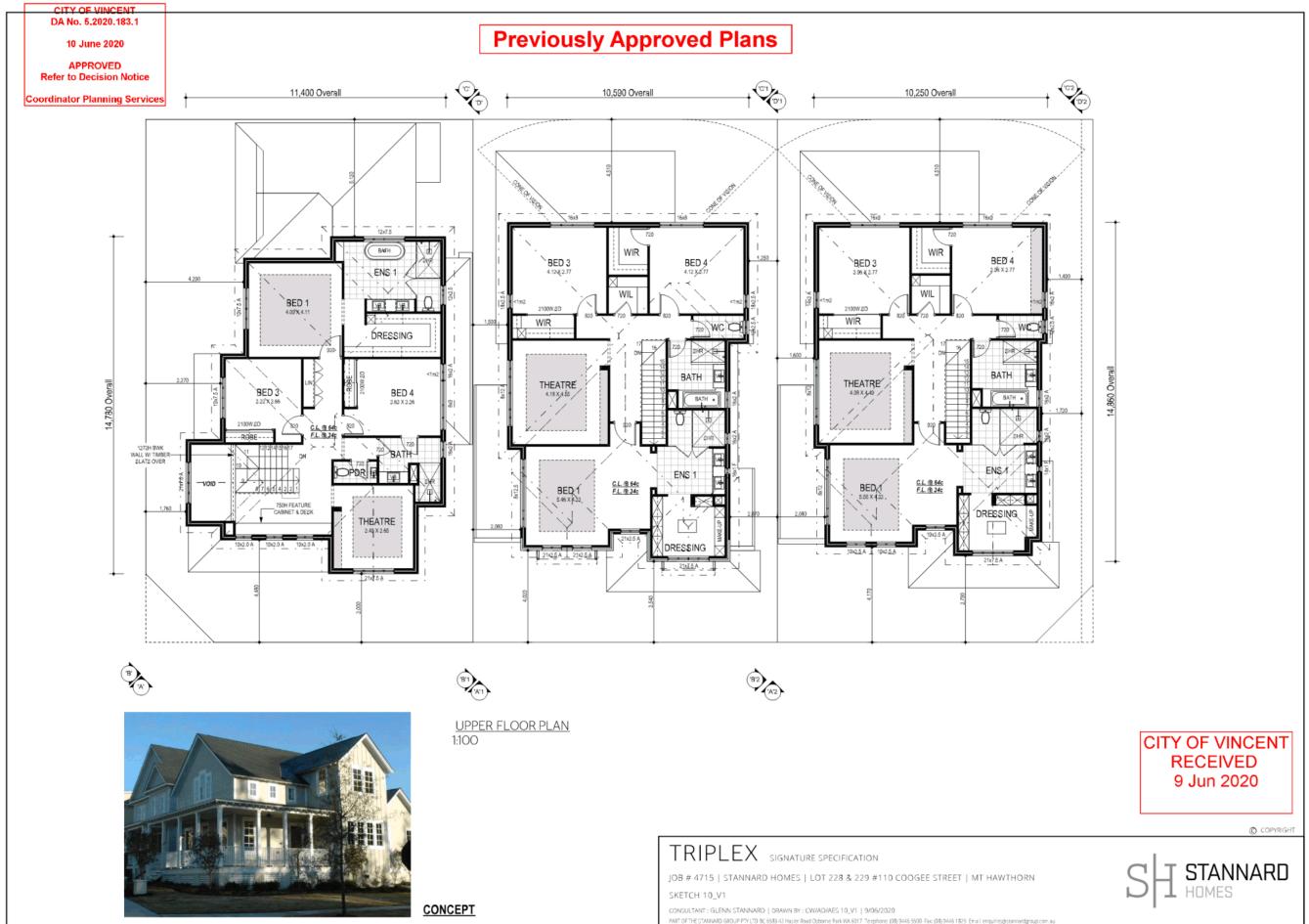
(Cr Harley was an apology for the Meeting.)

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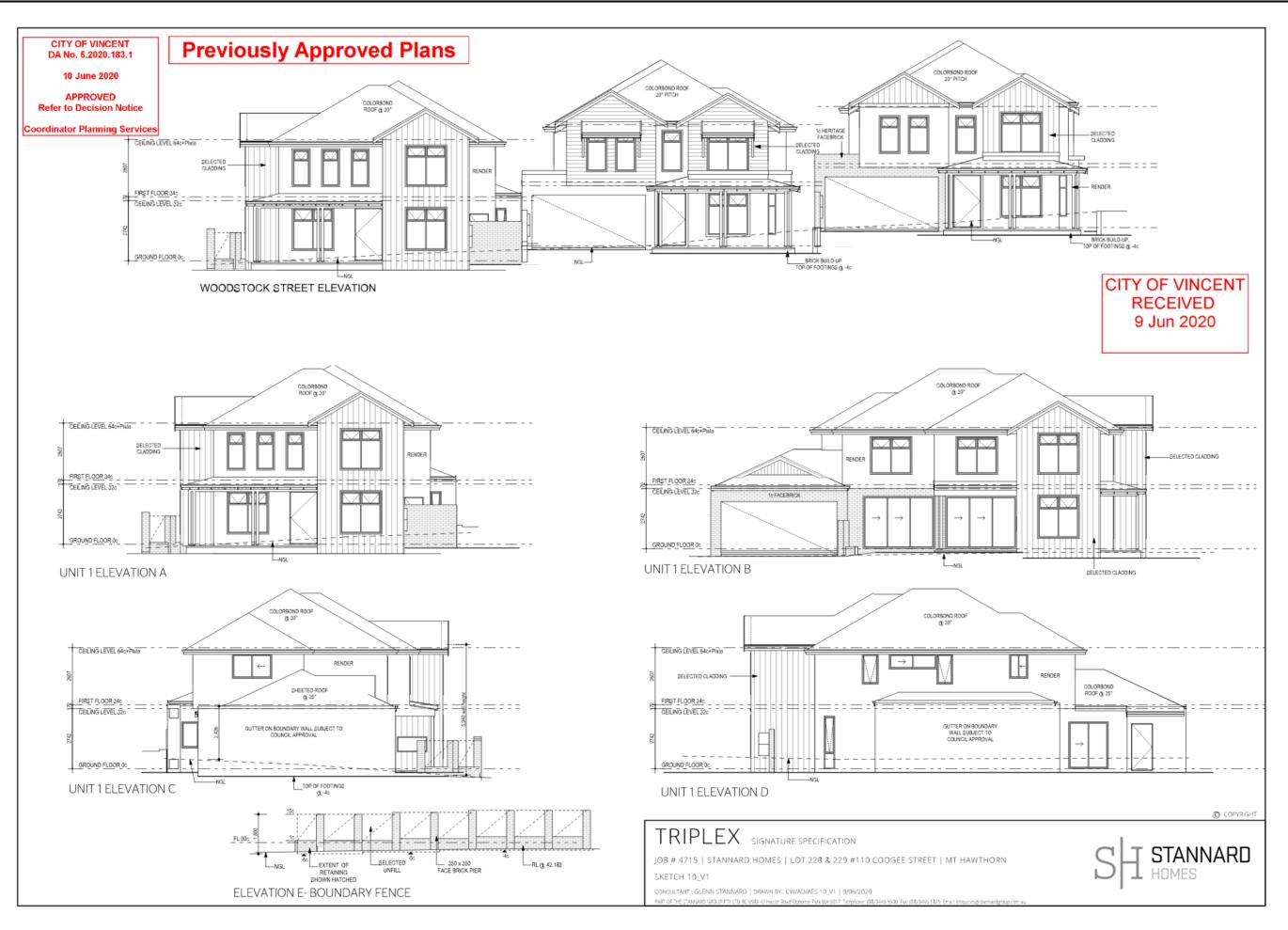


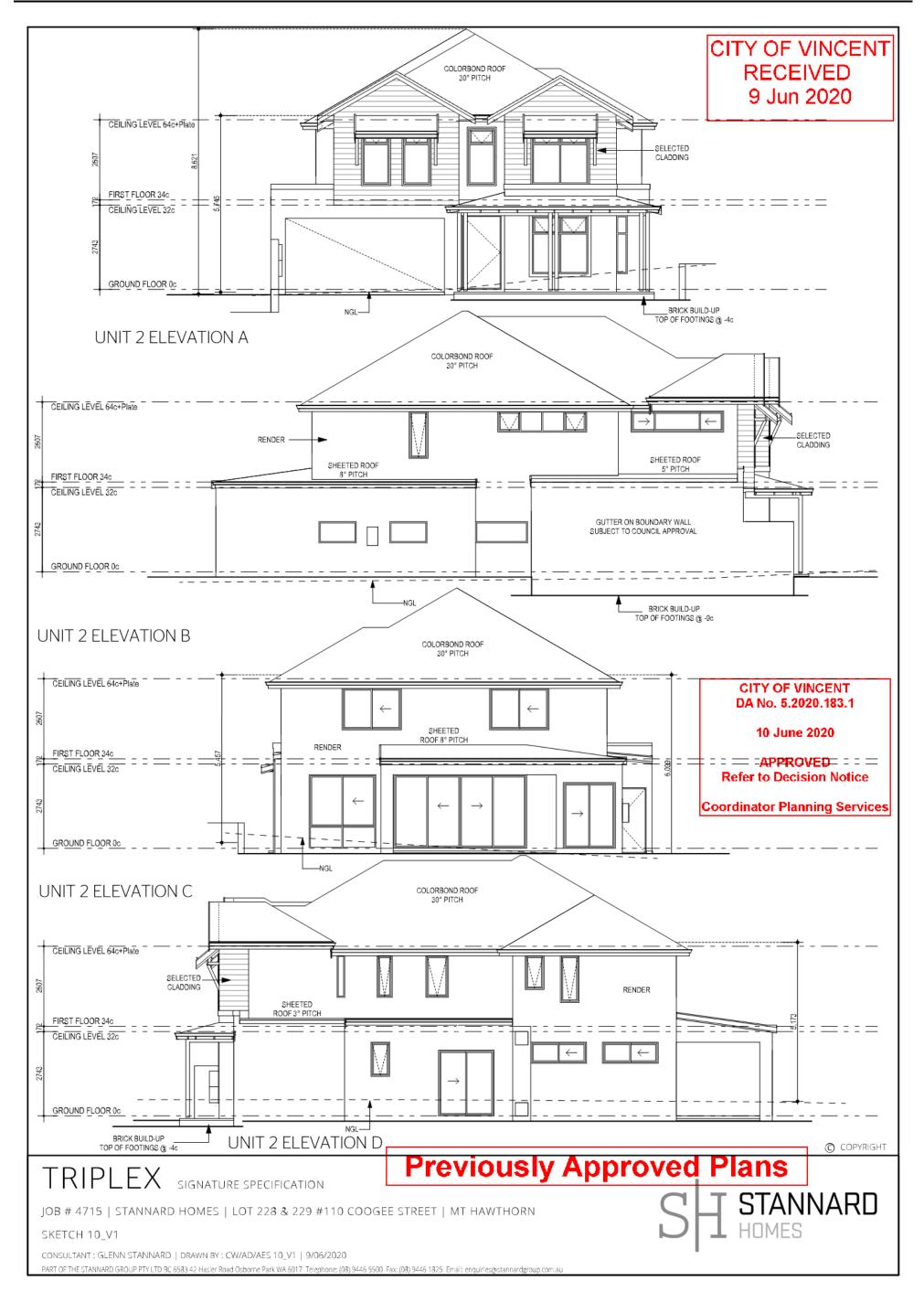


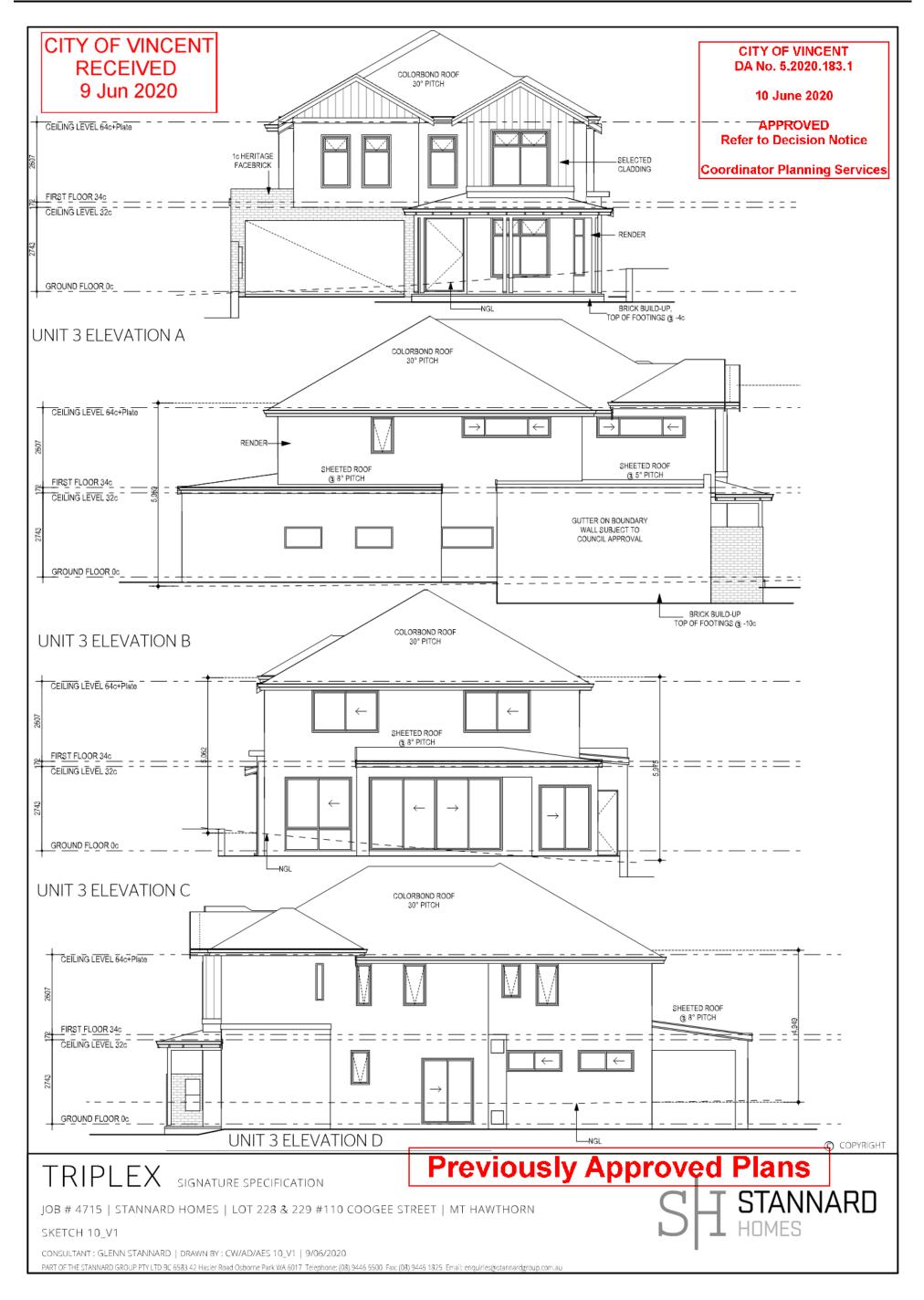


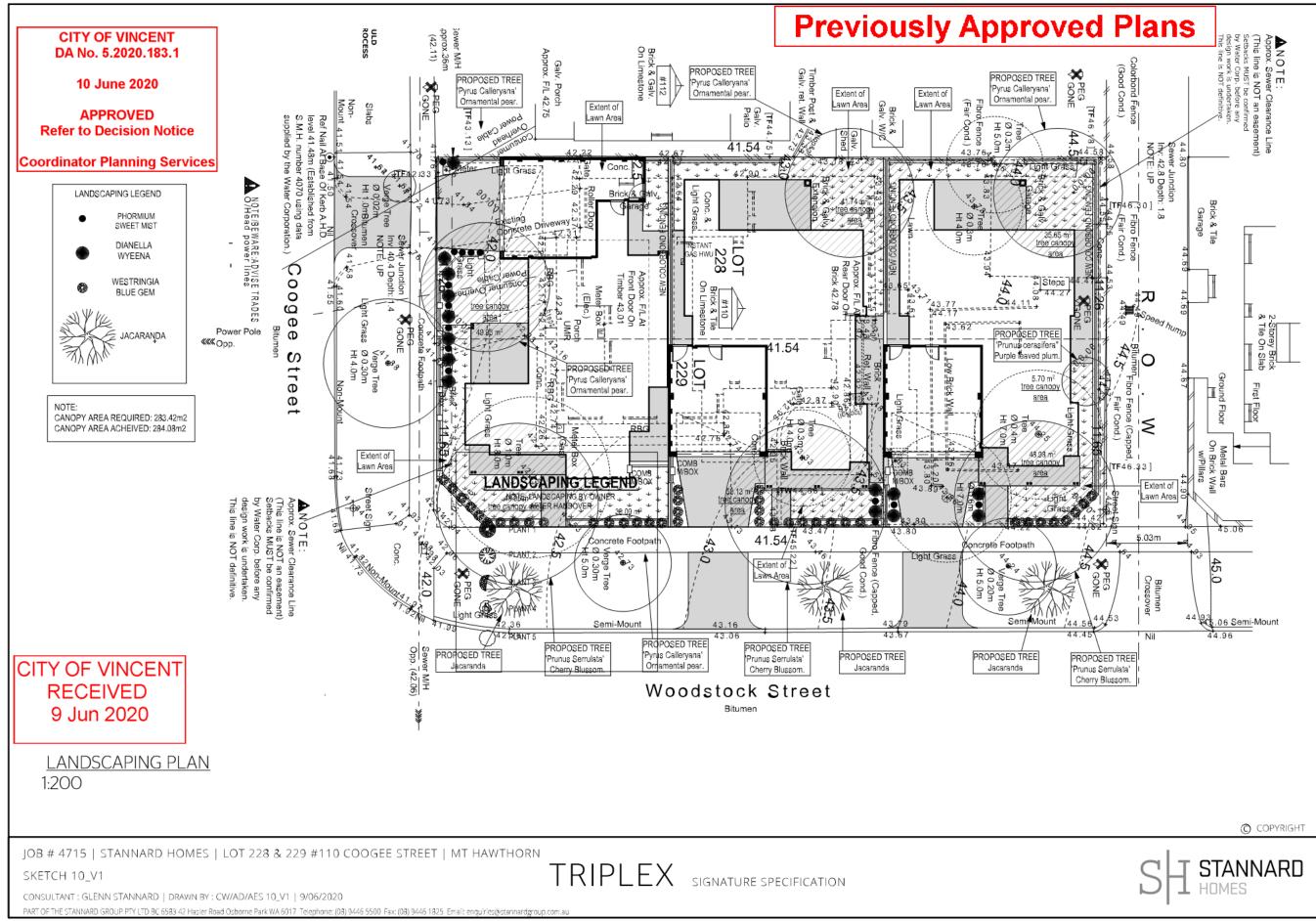














# **16 NOVEMBER 2021**

- 2 -

Planning and Development Act 2005

City of Vincent

#### Notice of determination on application for development approval

Location: No. 110 Coogee Street MOUNT HAWTHORN

Lot, Plan/Diagram: LOT: 228 D/P: 2503, LOT: 229 D/P: 2503

Vol. No: 1360

Folio No: 467

Received on: 15 May 2020

Serial No: 5.2020.183.1

Description of proposed development: Three Grouped Dwellings (Amendment to Approved)

Plans dated: 9 June 2020

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

- (1) All conditions, requirements and advice notes detailed on development approval 5.2018.472.1 granted on 23 July 2019 continue to apply to this approval, except as follows:
  - a) Condition 1 is modified to read as follows:

This approval is for three grouped dwellings as shown on the approved plans dated 9 June 2020. No other development forms part of this approval.

#### 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.

Date of determination: 10 June 2020

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
- Note 4: In relation to Note 1 a further two years is added to the date by which the development shall be substantially commenced, pursuant to Schedule 4, Clause 4.2 of the Clause 78H Notice of Exemption from Planning Requirements During State of Emergency

- 3 -

signed by the Minister for Planning on 8 April 2020. For further information regarding the Ministerial direction, please contact the assessing officer Dan McCluggage on 08 9273 6569.

Signed:

Dated: 10/6/20

JOSLIN COLLI COORDINATOR PLANNING SERVICES for and on behalf of the City of Vincent

# 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:	Administration Comment:
Lack of Response to Previous Concerns	
Concerns that no adequate response was provided by the City in relation to the concerns raised during the community consultation period for the initial development application in 2019	Attachment 5 of the report considered at the Ordinary Meeting of Council held on 23 July 2019 provided a response to the concerns raised during the community consultation. Submitters were invited to speak at the Briefing Session held on 16 July 2019 and the meeting.
Landscaping	
Concern that the amendments do not address the shortfall of canopy coverage on site.	The application does not propose any alteration to the canopy coverage on site from the previously approved plans. The proposed balconies and increased size of the Unit 1 Bedroom 1 would both sit within the previously approved building envelope.
Street Walls and Fences	
<ul> <li>Solid street walls and fences are only permitted to be solid to 1.2 metres</li> <li>Concern for the safety of pedestrians due to vehicles reversing onto Woodstock Street.</li> </ul>	The 0.9 metre wide portion of solid 1.8 metre high fence represents 2.2 percent of the overall Woodstock Street elevation of the three grouped dwellings and would not contribute excessive building bulk as viewed from the street.
	The application does not propose any new structures that would be within 1.5 metres of where the driveways meet the public street and do not result in any further departures from the deemed-to-comply standards of the R Codes or Built Form Policy relating to Sight Lines.
Streetscape	
The development does not preserve or enhance the visual character of Coogee Street.	The key modifications proposed under the current development application relate to aspects of the development which have a frontage to and are visible from the primary street, Woodstock Street.
	Coogee Street is the secondary street of the proposal. The application does not propose to alter the previous approved setbacks of Unit 1 to Coogee Street or the previously approved façade design as viewed from Coogee Street.
	The application does propose to increase the size of the Unit 1 upper floor Bedroom 1 but this bedroom would remain setback 4.3 metres from the Coogee Street boundary as per the previous approval and would not have any adverse impact on the Coogee Street streetscape.

Page 1 of 1

# 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 Comment:	
Issue: Landscaping     Concern that the amendments do not address the shortfall of canopy	Due to only a minor screen wall amendment to Unit 1 the canopy coverage calculations remain unchanged from the original Development Approval.	
coverage on site;		
<ul> <li>Issue: Street Walls and Fences</li> <li>Solid street walls and fences are only permitted to be solid to 1.2 metres</li> <li>Concern for the safety of pedestrians due to vehicles reversing onto Woodstock Street.</li> </ul>	There are currently approximately 49 residences with crossovers on Woodstock street, A portion of these residences have solid street walls or fences to 1.8m high which does not comply with the 1.5m x 1.5m visual truncation requirements stated in the R-Codes. (Clause 5.2.5 C5 Figure 9a). The proposed unit 2 & 3 both comply with the visual truncation requirements	
	and do not have any solid street walls and fences over 1.2 metres to obstruct a driver's view when reversing onto Woodstock street. Both residences have already received Development Approval from the council and screen wall layouts remain unchanged.	
<ul> <li>Issue: Streetscape</li> <li>The development does not preserve or enhance the visual character of Coogee Street;</li> </ul>	The proposed residences significantly enhance the streetscape by providing well-maintained traditional homes to suit the style of the area.	

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#### 9.2 NO. 17 (LOT: 11; D/P: 2447) ST ALBANS AVENUE, HIGHGATE - PROPOSED ALTERATIONS AND ADDITIONS TO SINGLE HOUSE

Ward: South Ward

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- Development Plans 4 2.
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# **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Alterations and Additions to Single House at No. 17 (Lot: 11; D/P: 2447) St Albans Avenue, Highgate, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 7:

#### 1. **Development Plans**

This approval is for Alterations and Additions to a Single House as shown on the approved plans dated 27 October 2021. No other development forms part of this approval;

Amended Plans 2.

> Prior to the issue of a Building Permit, revised plans shall be submitted and approved demonstrating the following, as marked in red on the approved plans, to the satisfaction of the City:

Privacy screening shall be extended for the full length south eastern edge of the roof terrace. The privacy screening shall have a height of 1.6 metres above the floor level of the roof terrace to satisfy the deemed-to-comply provisions of the Residential Design Codes Clause 5.4.1 – Visual Privacy in relation to the property to the south east (refer to advice note 13).

The revised plans shall not result in any greater variation to the requirements of the Residential Design Codes, the City's Policy No. 7.1.1 – Built Form or the City's Character Retention Areas and Heritage Areas Policy - Appendix 1: St Albans Avenue Guidelines;

3. **Boundary Walls** 

> The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the practical completion of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered, face brick or material as otherwise approved, to the satisfaction of the City (refer to advice note 12);

#### **External Fixtures** 4

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

#### 5. **Roof Terrace Planter Boxes**

Prior to occupancy or use of the development, the roof terrace planter boxes shall be installed, to the satisfaction of the City. The roof terrace planter boxes shall not be removed unless the further approval of the City is obtained or privacy screening with a height of 1.6 metres above the finished floor level of the roof terrace is installed to ensure compliance with the deemed-to-comply requirements of the Residential Design Codes Clause 5.4.1 - Visual Privacy in relation to the properties to the north west, to the satisfaction of the City;

6. Visual Privacy

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed to comply provisions, to the satisfaction of the City;

7. Colours and Materials

Prior to first occupation or use of the development, the colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, and thereafter maintained, to the satisfaction of the City;

8. Landscaping

All landscaping works shall be undertaken in accordance with the approved plans dated 27 October 2021, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

9. Front Fence

The gate and/or fencing infill panels above the approved solid portions of wall shall be a minimum of 50 percent visually permeable in accordance with Clause 2.5 of the City's Character Retention Areas and Heritage Areas Policy - Appendix 1: St Albans Avenue Guidelines, to the satisfaction of the City (refer to advice note 13);

10. Stormwater

Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve (refer to advice note 14); and

11. Construction Management Plan

A Construction Management Plan shall be lodged with and approved by the City prior to the issue of a building permit. This plan is to detail how construction will be managed to minimise disruption in the area and shall include:

- The delivery of and delivery times for materials and equipment to the site;
- Storage of materials and equipment on site;
- Parking arrangements for contractors and sub-contractors;
- The impact on traffic movement;
- Notification to affected landowners; and
- Construction times.

The approved management plan shall be complied with for the duration of the construction of the development.

# PURPOSE OF REPORT:

To consider an application for development approval for alterations and additions to a single house at No. 17 St Albans Avenue, Highgate (the subject site).

# PROPOSAL:

The application proposes demolition of a portion of the existing dwelling at the rear and construction of a new two storey addition with a roof terrace, a front fence, associated landscaping and minor improvements to the front façade of the existing dwelling.

The minor improvements to the front façade of the dwelling are predominantly cosmetic. These improvements include installing new aluminium framed windows, increasing the roof pitch of the existing dwelling from 25 to 30 degrees and replacing the roof material of the existing dwelling from tiles to zincalume, and repainting of rendered brickwork to a light grey render. All changes to the front façade of the existing dwelling do not result in any variations to the deemed-to-comply standards prescribed in the planning framework.

The proposed development plans are included as Attachment 2.

# BACKGROUND:

Landowner:	Yasmin Lilu
Applicant:	Dalecki Design
Date of Application:	18 June 2021
Zoning:	MRS: Urban
	LPS2: Zone: Residential R Code: R50
Built Form Area:	Residential
Existing Land Use:	Single House
Proposed Use Class:	Single House
Lot Area:	413m <sup>2</sup>
Right of Way (ROW):	Yes
	South west – 5 metres wide, sealed and drained, City owned.
	North west – 3 metres wide, sealed and drained, City owned.
Heritage List:	No

#### Site Context and Zoning

The subject site is bound by St Albans Avenue to the north-east, a single storey single house to the southeast, three single storey single houses and two two-storey grouped dwellings across the ROW to the north west, and the car parking area of an apartment complex across the ROW to the south west.

The subject site accommodates a single storey dwelling.

A location plan is included as Attachment 1.

The subject site and all adjoining properties aside from the south west are zoned Residential R50 under the City's Local Planning Scheme No. 2 (LPS2). The adjoining property to the south west is zoned Residential R80 under LPS2.

The subject site and all adjoining properties aside from the south west are located within the Residential built form area and have a permitted building height of two storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The adjoining property to the south west is located within the Residential built form area and has a permitted building height of four storeys under the Built Form Policy.

The subject site is subject to Clause 32(1) of LPS2 which states that multiple dwellings are not permitted. This clause does not have any implications on the proposed development which would retain the existing single house.

The subject site is not listed on the State Register of Heritage Places or the City's Municipal Heritage Inventory.

# St Albans Avenue Character Retention Area

The subject site, the adjoining properties to the south east and the properties on the opposite side of St Albans Avenue are located within the St Albans Avenue character retention area and subject to assessment against the standards of the City's Local Planning Policy: Character Retention Areas and Heritage Areas – Appendix 1: St Albans Avenue Guidelines (St Albans Avenue Guidelines).

The key characteristics of the area under the Guidelines is that it is made up of single storey late nineteenth to early twentieth century residential dwellings constructed in the Federation period of architecture. These dwellings are characterised with consistent lot widths, street setbacks, verandahs and minimal primary street vehicle access.

The St Albans Avenue Guidelines prescribe different development standards depending on whether the existing dwellings is identified as contributing to the St Albans Avenue character streetscape.

The St Albans Avenue Guidelines designate the existing dwelling at the subject site as a non-contributing building.

### DETAILS:

#### **Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City's LPS2, the City's Built Form Policy, the State Government's Residential Design Codes Volume 1 (R Codes) and the City's St Albans Avenue Guidelines. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Street Setback	✓	
Lot Boundary Setbacks		$\checkmark$
Open Space		$\checkmark$
Building Height		$\checkmark$
Outdoor Living Areas	$\checkmark$	
Landscaping (R Codes)	$\checkmark$	
Visual Privacy		$\checkmark$
Solar Access	$\checkmark$	
Site Works/Retaining Walls	$\checkmark$	
External Fixtures, Utilities and Facilities	$\checkmark$	
Surveillance	$\checkmark$	
Outbuildings	$\checkmark$	
St Albans Avenue Guidelines		$\checkmark$

#### Detailed Assessment

The deemed-to-comply assessment of the elements that require the discretion of Council is as follows:

Lot Boundary Setbacks					
Deemed-to-Comply Standard	Proposal				
Built Form Policy Volume 1 Clause 5.2 - Lot Boundary Setback					
South Eastern Lot Boundary	South Eastern Lot Boundary				
Ground Floor Window Seat to Stairs: 1.5 metres Ground Floor Scullery to Existing Porch: 1.5 metres	Ground Floor Window Seat to Stairs: 0.61 metres Ground Floor Scullery to Existing Porch: 1.2 metres				
First Floor Ensuite to Bedroom 3: 2.5 metres	First Floor Ensuite to Bedroom 3: 2.3 metres				
Ope	n Space				
Deemed-to-Comply Standard	Proposal				
R Codes Clause 5.1.4 - Open Space					

10 percent apon apon	26.2 percent open encod				
40 percent open space	36.3 percent open space				
Building Height					
Deemed-to-Comply Standard	Proposal				
Built Form Policy Volume 1 Clause 5.6 - Building Height					
Top of skillion roof height: 8 metres	Top of skillion roof height: 9.4 metres				
Bottom of skillion roof height: 7 metres	Bottom of skillion roof height: 7.2 metres				
Visua	l Privacy				
Deemed-to-Comply Standard	Proposal				
R Codes Clause 5.4.1 – Visual Privacy					
North Western Lot Boundary (across ROW)	North Western Lot Boundary (across ROW)				
Roof Terrace outdoor living area: 7.5 metres	Roof Terrace outdoor living area: 6.0 metres				
South Western Lot Boundary (across ROW)	South Western Lot Boundary (across ROW)				
Roof Terrace outdoor living area: 7.5 metres	Roof Terrace outdoor living area: 6.9 metres				
	enue Guidelines				
Deemed-to-Comply Standard	Proposal				
St Albans Avenue Guidelines Clause 2.5 Street Walls and Fences					
The maximum height of new fences facing the street shall be 1.2 metres above the adjacent footpath level.	1.8 metres above the adjacent footpath level.				

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

# CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days commencing on 17 August 2021 and concluding on 31 August 2021. Community consultation was undertaken by way of written notification with 67 letters being sent to the surrounding owners and occupiers, including all owners and occupiers within the St Albans Avenue Character Retention Area, as shown in **Attachment 1** and a notice displayed on the City's website in accordance with the (then) Policy No. 4.1.5 – Community Consultation.

Following the conclusion of the advertising period the City received seven submissions, all of which were in objection to the proposal. The key concerns raised are as follows:

- The proposed front fence height would not be consistent with the St Albans Avenue character area;
- The building bulk would be extreme and the setbacks would do little to mitigate the effect on the surrounding properties and streetscape;
- The proposed building height and reduced lot boundary setbacks would have an impact on the amenity
  of the adjoining properties outdoor living areas and open spaces due to reduced access to direct
  sunlight;
- The proposed building height would not be consistent with the local area and would dominate the directly adjoining properties as well as the existing dwelling that is proposed to be retained;
- The proposal would lack aesthetic design when viewed from the adjoining properties and the street;
- The nature of the materials and height of the parapet wall on the ROW would have an adverse impact of bulk to adjoining properties;
- The proposed setbacks and screening for the roof top terrace would not be sufficient to prevent overlooking to the gardens of adjoining properties;
- Overlooking to the south eastern property from the first floor bedroom 3 would be direct and create an adverse impact to the occupants of the dwelling; and
- The rooftop terrace would result in sound and acoustic issues for adjoining properties.

A summary of the submissions received along with Administration's comments on each comment are provided in **Attachment 3**. The applicant's response to the submissions received are provided as **Attachment 4**.

# Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to a member on the City's Design Review Panel with heritage conservation expertise for comment on the development plans with particular emphasis on how the development would integrate with the surrounding St Albans Avenue character area.

The DRP member was generally supportive of the proposal and provided the following comments:

- The key characteristics of the St Albans Avenue Character Area are being retained and the desired development outcomes of the St Albans Avenue Guidelines are generally being satisfied;
- Although non-contributory to the character area, the existing dwelling that is proposed to be retained is sympathetic to the streetscape in terms of scale and form;
- The contemporary design elements of the proposed additions are acceptable and given that they would be located to the rear of the site, they would not have an adverse impact on the existing character streetscape;
- The north eastern street elevation of the proposed additions provides articulation through the use of projecting brickwork, different forms and colours;
- Concerns regarding survival and long term effectiveness of the proposed green wall as a method of reducing the bulk and scale of the two storey brick wall abutting the ROW to the north west. Recommendation that further articulation of this wall be provided to reduce bulk and scale;
- The impact of the proposed skillion staircase roof would be minimal given that it would be well setback within the site;
- The south east elevation of the proposed additions provides different forms and colours as well as windows that would effectively reduce the appearance of building bulk;
- Recommendation that the applicant consider changing the colour of the proposed white rendered finish of the existing dwelling to a colour that would be more in keeping with the predominately brick tones that exist within the streetscape; and
- The form of the proposed front fence is acceptable but the white colour finish should be amended to be more consistent with the existing streetscape.

The applicant provided amended plans in response to comments provided by the DRP member. The key modifications to the plans are as follows:

- Reducing the overall height of the two storey brick wall abutting the ROW to the north west from 7.3 metres to 6.5 metres and replacing the proposed green wall with feature projecting brickwork;
- Increasing the setback of the rooftop terrace built in planter boxes from the adjacent properties on the opposite side of the ROW to the north west from 4.6 metres to 6.0 metres as well as increasing the width of the built in planter box from 1.4 metres to 1.5 metres. These modifications subsequently increased the setback of the accessible portion of the rooftop terrace from the adjacent properties on the opposite side of the ROW to the north west from 6.0 metres to 7.5 metres. The accessible floor area of the rooftop terrace was reduced from 32.5 square metres to 22.8 square metres;
- Changing the colour of the existing dwelling brick render from white to a light grey render;
- Changing the colour of the proposed rendered front fence from white to dark grey; and
- Reducing the size of the first floor bedroom 3 window from 1.2 square metres to 0.9 square metres.

The amended plans were referred back to the DRP member and it was confirmed that the amended plans are supported for the following reasons:

- The reduction in overall height of the two storey brick wall and the additional feature brickwork rather than the green wall provides further articulation to reduce the bulk and scale;
- The change of the existing dwelling rendered brick to a light grey is more in keeping with the tones of the streetscape; and
- The change of front fence colour from white to dark grey is more consistent with the streetscape and is appropriate.

# LEGAL/POLICY:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 7.3 Residential Design Codes Volume 1;
- Policy No. 7.1.1 Built Form;
- Local Planning Policy: Character Retention Areas and Heritage Areas Appendix 1: St Albans Avenue Guidelines; and
- Community and Stakeholder Engagement Policy (formerly Policy No. 4.1.5 Community Consultation).

#### Planning and Development (Local Planning Schemes) Regulations 2015

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

# **Delegation to Determine Applications:**

This matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments, as the application received more than five objections during the community 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:

The City has assessed the application against the environmentally sustainable design provisions of the City's Policy No. 7.1.1 – Built Form. These provisions are informed by the key sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, which requires new developments to demonstrate best practice in respect to reductions in energy, water and waste and improving urban greening.

#### 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:

There are no finance or budget implications from this report.

#### COMMENTS:

#### Lot Boundary Setbacks

# South East

The ground floor scullery to existing porch wall is proposed to be setback 1.2 metres from the south eastern lot boundary in lieu of 1.5 metres as set out under the R Codes deemed-to-comply standards relating to lot boundary setbacks.

Due to the angle of the proposed wall relative to the lot boundary, the ground floor window seat wall is proposed to be setback a minimum of 0.61 metres from the south eastern lot boundary in lieu of 1.5 metre as set out under the R Codes deemed-to-comply standards relating to lot boundary setbacks. There is a portion of this wall which is setback less than 0.61 metres from the boundary and that is defined as a boundary wall under the R Codes. This boundary wall portion is subject to separate deemed-to-comply provisions which it complies with.

The first floor ensuite to bedroom 3 wall is proposed to be setback 2.3 metres from the south eastern lot boundary in lieu of 2.5 metres as set out under the R Codes deemed-to-comply standards relating to lot boundary setbacks.

The lot boundary setback departures to the south eastern lot boundary would satisfy the design principles of the R Codes and local housing objectives of the Built Form Policy for the following reasons:

- The angled window seat wall results in a departure to the lot boundary setback deemed-to-comply standard for a length of 0.5 metres. If the wall was not angled and instead continued as a boundary wall, being between nil and 0.6 metres from the boundary, then the wall would meet the deemed-to-comply standards of the R Codes as a boundary wall. The portion of wall angling away from the boundary would provide greater relief rather than being proposed on the boundary;
- The dwelling façade on both the ground and first floors orientating towards the south eastern lot boundary provides articulation, glazing and varying colours and materials to effectively reduce the appearance of blank solid walls and associated building bulk;
- The proposed wall length would be broken up through the use of varying colours and materials including white painted brickwork and a dark grey rendered brickwork for the staircase and boundary walls. The contrasting colours in conjunction with the proposed setbacks would effectively minimise the impact of building bulk as viewed from the adjoining property to the south east;
- The proposed lot boundary setbacks do not result in any departures to the deemed-to-comply standards of the R Codes relating to visual privacy. The ground floor of the dwelling would not be raised more than 0.5 metres above natural ground level and the windows at the upper floor level are to non-habitable rooms or are adequately screened;
- The varied setbacks provided along the south eastern façade of the dwelling would allow for sufficient ventilation to the subject site and adjoining property;
- The proposed lot boundary setback variations would not have any adverse impact on the St Albans Avenue streetscape because they are located to the rear of, and would be obstructed from view by the existing dwelling; and
- The shadow cast by the proposed dwelling onto the adjoining south eastern property is effectively reduced due to the angled orientation of the lots. The deemed-to-comply standard of the R Codes relating to solar access for adjoining properties sets out that a shadow cast of 50 percent of the adjoining property's site area for properties coded R50 is acceptable. The proposed dwelling would cast a shadow over 14.7 percent of the adjoining property to the south east and would satisfy the R Codes deemed-to-comply standard. This shadow would fall to an existing brick shed, trees and planting area on the adjoining property rather than the primary outdoor living area. The proposal would not result in any adverse impact on the amenity of this property with respect to solar access.

# Open Space

The R Codes deemed-to-comply standards relating to open space set out that 40 percent of an R50 site is to be provided as open space. The application proposes 36.3 percent of the site be provided as open space.

The open space departure would satisfy the design principles of the R Codes for the following reasons:

- The outdoor living areas and primary living spaces of the dwelling would be open to the northern aspect of the lot which maximises access to natural sunlight;
- The application includes landscaping located within the primary street setback and ground floor outdoor living area as well as on-structure planting on the first floor and rooftop terrace. The proposed landscaping would provide an increased amenity for the residents and contribute to a sense of open space and overall urban greening;
- The design provides a functional outdoor living areas on the ground floor and rooftop terrace that can be accessed from the dwelling to provide the occupants with opportunities for outdoor pursuits;
- The application exceeds the deemed-to-comply standards relating to outdoor living area under the R Codes which ensures adequate area would be provided for private recreation for the occupants. The proposal includes a total outdoor living area of 56.4 square metres in lieu of the deemed-to-comply

standard of 16 square metres for R50 properties. These areas are both covered and uncovered allowing the areas to be used all year round; and

• The site is able to facilitate all external fixtures and essential facilities on site including car parking, clothes drying and bin storage.

# Building Height

The Built Form Policy deemed-to-comply standards relating to building height set out that the development is to have a skillion roof with maximum heights of 8 metres and 7 metres to the top and bottom of the skillion roof respectively. The application proposes a skillion roof to the rooftop terrace staircase with maximum heights of 9.4 metres and 7.2 metres to the top and bottom of the skillion roof respectively.

The building height departures would satisfy the design principles of the R Codes and local housing objective of the Built Form Policy for the following reasons:

- The departure to the building height deemed-to-comply standard relates to the staircase servicing the proposed rooftop terrace. The remainder of the proposed additions comply with the deemed-to-comply for building height. The staircase is well integrated into the overall design of the additions and would not result in excessive building bulk that would have an adverse impact on the adjoining properties or streetscape;
- The proposed opening located in the staircase wall facing the street would assist in breaking up the impact of the rendered brickwork façade and further mitigates the impact of the building height as viewed from the street;
- The staircase is proposed within the rear third area of the lot. The setback of the proposed staircase from the primary street means the building height would not overwhelm the street or detrimentally impact the visual character of the streetscape;
- The dwelling façade on both the ground and first floors provides articulation, glazing and varying colours and materials to effectively reduce the appearance of blank solid walls and associated building bulk;
- The shadow cast by the proposed dwelling onto the adjoining south eastern property is effectively reduced due to the angled orientation of the lots. The deemed-to-comply standard of the R Codes relating to solar access for adjoining properties outlines that a shadow of 50 percent of the adjoining property's site area for properties coded R50 is acceptable. The buildings on the site would cast a shadow over 14.7 percent of the adjoining property to the south east and further to this, the shadow would fall to an existing brick shed, trees and planting area on the adjoining property rather than the primary outdoor living area. The proposal would not adversely impact on the amenity of the adjoining property with respect to solar access;
- The skillion roof of the staircase mitigates the impact of bulk through design with a 25 degree pitch inclining towards the centre of the lot. This shifts the majority of the building height variation to deemed-to-comply standard towards the centre of the lot where it is setback further from the adjoining property to the south east. The top of the skillion roof is also located directly behind the existing roof which has a similar pitch of 30 degrees making it complimentary to the retained dwelling;
- The staircase is not a habitable space as defined in the R Codes and the increased building height
  would not result in any departures to the deemed-to-comply standards of the R Codes relating to visual
  privacy;
- The site is relatively flat with a total level difference of 0.59 metres across the 34.4 metre lot, inclining to the south west of the lot. The application would be respectful to the natural ground level and does not propose any site works or retaining walls that exacerbate the building height of the rear additions;
- The proposed development would not have an undue adverse impact on the access to views of significance for adjoining properties. The proposed staircase would have dimensions of 2.5 metres by 4.3 metres and is located centrally on the subject site. The top of the skillion roof with a height of 9.4 metres would be lower than the permitted deemed-to-comply height for the top of a pitched roof under the Built Form Policy of 10 metres and would have a similar appearance as viewed from the adjoining properties and streetscape;
- The proposed staircase would not constitute a third storey in accordance with the R Codes definition which sets out that a storey does not include a space that contains only a stairway. The proposed development would not exceed two storeys based on this R Codes definition which is the building height standard within the St Albans Avenue Guideline area; and
- There is an approved dwelling that is under construction at No. 9 St Albans Avenue that is a two storey building within the St Albans Avenue Guideline area. This property is also a non-contributing building with the same design objectives as the subject site. There is also a three storey apartment building located across the ROW to the rear of the subject site. The proposed development would not be inconsistent with the bulk and scale of these nearby developments.

# Landscaping

In addition to the deemed-to-comply standards of the R Codes, the application has also been assessed against the landscaping provisions of the Built Form Policy that sets out deemed-to-comply standards. The deemed-to-comply landscaping standards set out in the Built Form Policy have not yet been approved by the Western Australian Planning Commission and as such, these provisions are given regard only in the assessment of the application.

The Built Form Policy deemed-to-comply standards requires 12 percent of the site to be provided as deep soil areas, 3 percent of the site to be provided as planting areas, and 30 percent of the site to be provided as canopy coverage at maturity. The application proposes 12.7 percent deep soil areas, 5.1 percent planting areas, and 29.0 percent canopy coverage at maturity.

The proposed landscaping would satisfy the local housing objectives of the Built Form Policy for the following reasons:

- The application proposes four new trees within the primary street setback area. Whilst the application does not propose any modifications to the existing front façade of the dwelling, the proposed landscaping would improve the streetscape presence of the dwelling and would make a positive contribution to the landscape quality of the St Albans Avenue character area;
- The application proposes three new trees adjacent to the ROW boundaries which would effectively minimise the appearance of bulk and scale of the additions, and contribute positively to the amenity of the ROW. The ROW is currently dominated by solid brick walls and 1.8 metre high dividing fences;
- The application proposes four new native Frangipani trees adjacent to the south eastern lot boundary which would effectively minimise the appearance of bulk and scale of the proposed additions as viewed from the adjoining property;
- The application proposes a total of 11 trees at ground level with additional smaller plantings on the upper floor and roof terrace. The canopy coverage provided by the development would provide an increased contribution to the City's green canopy reducing the impact of the urban heat island effect, and result in increased urban air quality, sense of open space for future occupants and increased amenity of private outdoor areas;
- The design of the dwelling provides multiple water catchment areas in the form of deep soil zones that would support the proposed landscaping; and
- The subject site does not currently contain any existing mature trees. The current application proposes the following tree species that are all included on the City's recommended tree species list:
  - o Native Frangipani;
  - Purple Leaved Plum; and
  - o Jacaranda.

# Visual Privacy

The R Codes deemed-to-comply standards relating to visual privacy outline that the rooftop terrace is to be setback 7.5 metres from the lot boundaries where it is not provided with a 1.6 metre high privacy screen. The application proposes for the rooftop terrace to be setback a minimum of 6.0 metres and 6.9 metres from the north western and south western lot boundaries respectively of properties located across the ROW's.

The application initially proposed that a 0.4 metre portion of the rooftop terrace setback 2.5 metres from the south eastern lot boundary would be unscreened. The City received objections during the community consultation period in relation to direct overlooking to the adjoining property to the south east from the rooftop terrace. Following the conclusion of the community consultation period, the applicant advised that they would be in agreement to a condition of approval requiring the remainder of the south eastern edge of the rooftop terrace to be provided with adequate privacy screening. Should the application be approved, it is recommended that a condition be imposed requiring amended plans with this additional screening to be provided prior to the issue of a building permit.

The visual privacy departures from the rooftop terrace would satisfy the design principles of the R Codes for the following reasons:

- The proposed rooftop terrace would be provided with privacy screening in accordance with the deemed-to-comply provisions of the R Codes where it abuts the adjoining property to the south east;
- The applicant is proposing a 1.5 metre wide built in planter box with a depth of 1.0 metre to the north western edge of the rooftop terrace. This planter would effectively increase the setback of the terrace

from 6.0 metres to 7.5 metres. Further to the physical setback that this planter box would provide, it would also serve as a screening device to restrict the vertical cone of vision and limit the ability to look down into the rear backyards of the adjoining properties on the opposite side of the ROW, making any views oblique rather than direct. Should the application be approved, it is recommended that a condition be imposed requiring this planter box to be installed prior to occupation and not be removed unless further planning approval is granted;

- The planter boxes would be filled with a variety of landscaping species including lemon trees, lime trees and rosemary which would assist in providing screening of views to the north western properties; and
- The cone of vision from the rooftop terrace to the adjoining property on the opposite side of the ROW to the south west would overlook this property's covered car parking area that services the associated multiple dwellings. The area that is overlooked is not a sensitive area and is already visible from the ROW.

# St Albans Avenue Guidelines

The St Albans Avenue Guidelines desired development outcomes are to retain and conserve the existing Federation style dwellings and to retain the visual dominance of late nineteenth to early twentieth century residential development within the character retention area.

The St Albans Avenue Guidelines provide design objectives for developments within the St Albans Avenue character retention area. The guidelines provide different design objectives depending on whether the existing dwelling has been determined to be a contributing building or a non-contributing building to the character retention area.

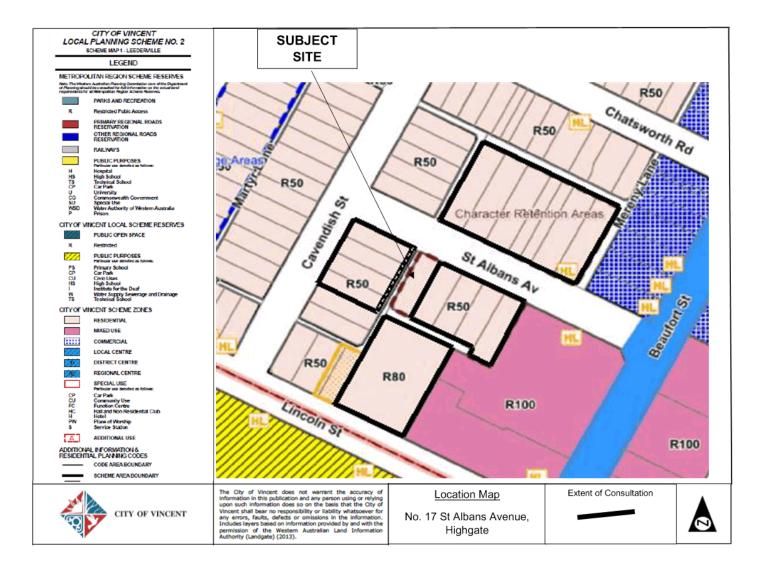
The existing dwelling at the subject site is listed as a non-contributing building under the Guidelines.

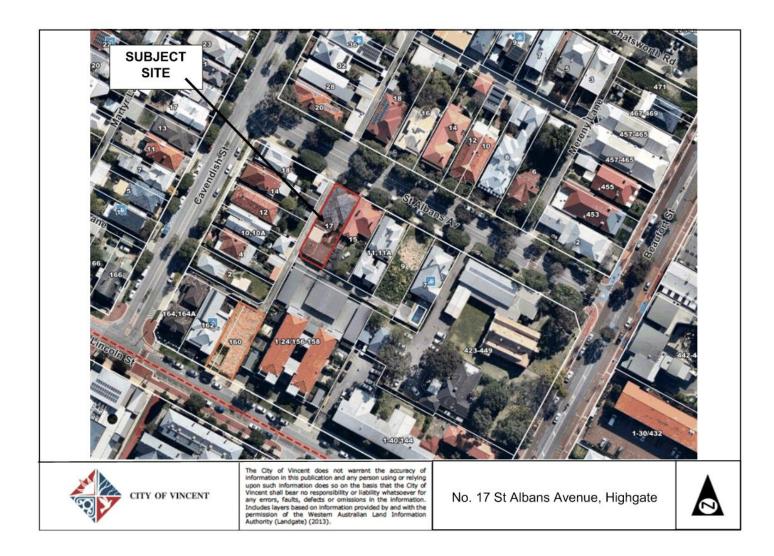
The Guidelines provide design objectives for street walls and fences which outline that the maximum height for new fences facing the street are to be 1.2 metres above the adjacent footpath level. The application proposes to increase the maximum height of the existing fence from 1.1 metres to 1.8 metres.

The proposed front fence height would satisfy the objectives of the St Albans Avenue Guidelines for the following reasons:

- The proposed fence would be constructed from a dark grey rendered brick wall with visually permeable aluminium infill and gates. The dark grey finish would be consistent with the darker tones present in the streetscape. The DRP member advised that the form of the front fence would be appropriate in the context of the character retention area and existing streetscape;
- The proposed fence would contain four 0.5 metre wide piers with a solid height of 1.8 metres. The remainder of the proposed fence would be visually permeable above 0.7 metres high. This would effectively reduce the bulk and scale of the fence and allows for adequate street surveillance between the dwelling and the street; and
- There are five properties out of the total of 13 properties within the St Albans Avenue character retention area with existing front fences that are approximately 1.8 metres in height including:
  - No. 7 St Albans Avenue solid blue rendered wall;
  - o No. 9 St Albans Avenue red face brick with visually permeable steel infill panels;
  - No. 11 St Albans Avenue red face brick with visually permeable wrought iron infill panels;
  - No. 12 St Albans Avenue limestone with visually permeable wrought iron infill panels; and

No. 18 St Albans Avenue – red face brick with visually permeable wrought iron infill panels.
 This represents a total of 38 percent of the properties within the character retention area and demonstrates that the proposed fence would not be inconsistent with the existing streetscape.





# PROPOSED ALTERATIONS AND ADDITIONS

DEVELOPMENT APPLICATION

FOR

MR EHSON DARABI & MS YASMIN LILU

LOT 11 (#17) ST ALBANS AVE., HIGHGATE



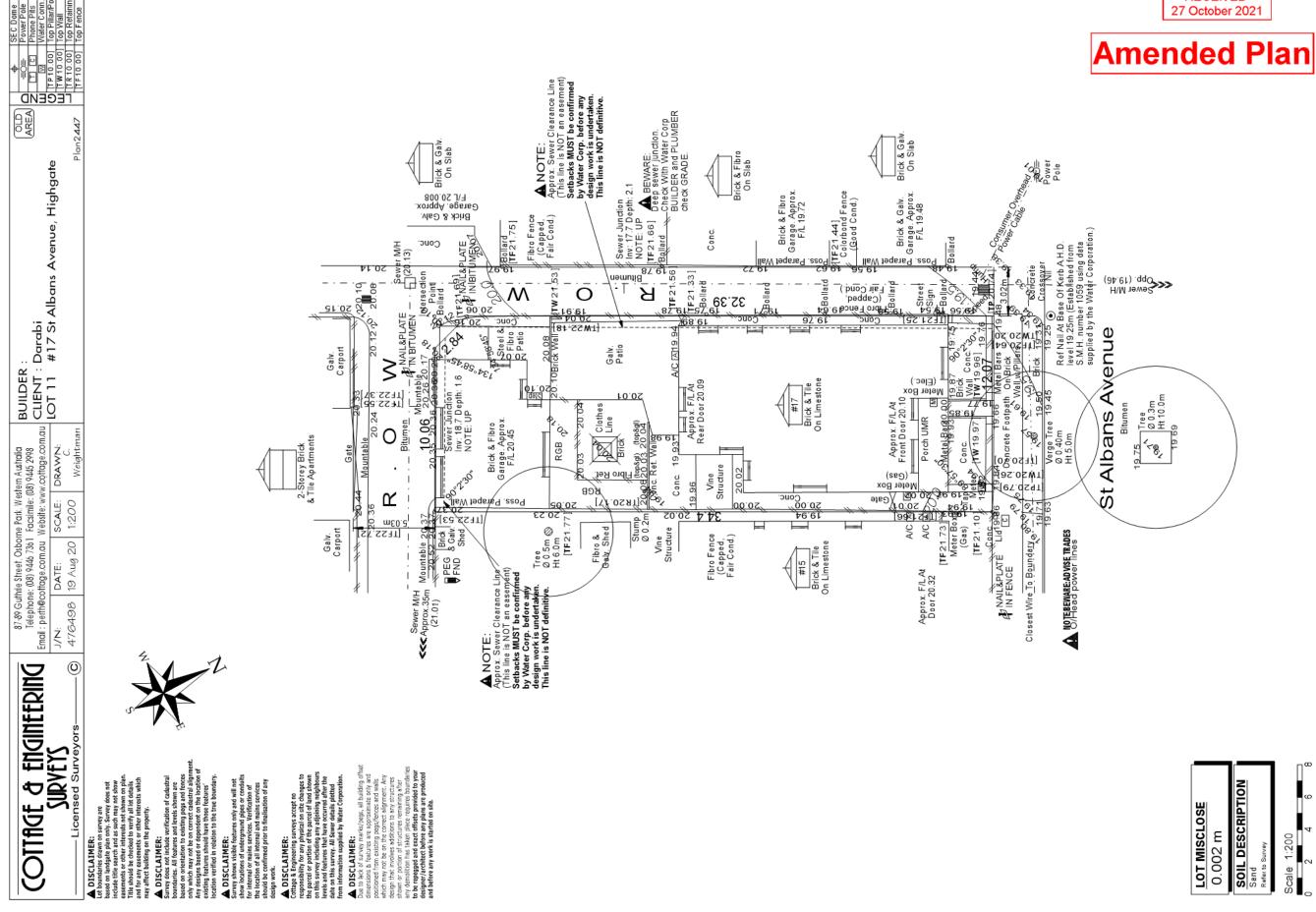
MR EHSON DARABI & MS YASMIN LILU LOT 11 (#17) ST ALBANS AVE., HIGHGATE

REV.	DESCRIPTION
DD-03	DA AMENDMENTS
DD-04	DA AMENDMENTS



PAGE No	PAGE
A00	COVER SHEET
A01	EXISTING SITE PLAN
A02	EXISTING FLOOR PLAN
A03	EXISTING ELEVATIONS 1
A04	EXISTING ELEVATIONS 2
A05	SITE PLAN
A06	LANDSCAPING PLAN
A07	GROUND FLOOR PLAN
A08	FIRST FLOOR PLAN
A09	ROOF TERRACE FLOOR PLAN
A10	ELEVATIONS 1
A11	ELEVATIONS 2
A12	PERSPECTIVE
A13	PERSPECTIVE

DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @	A3: AS SHOW	N A00 OF A13

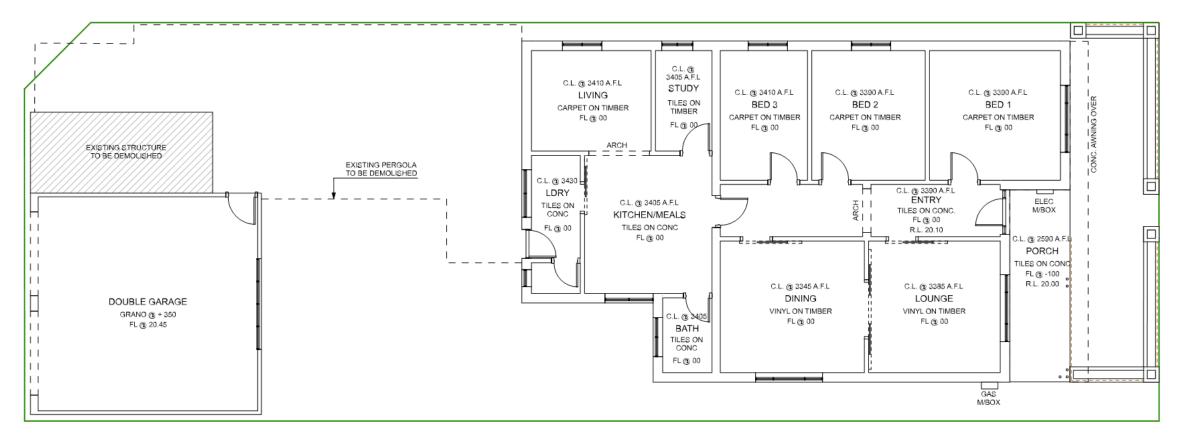














 REV.
 DESCRIPTION
 D

 DD-03
 DA AMENDMENTS
 15

 DD-04
 DA AMENDMENTS
 25

**DALECKI**DESIGN (161) 410 100 096 WWW.DALECKIDESIGN.COM.AU HELLO@DALECKIDESIGN.COM.AU MR EHSON DARABI & MS YASMIN LILU LOT 11 (#17) ST ALBANS AVE., HIGHGATE

V

# 16 NOVEMBER 2021

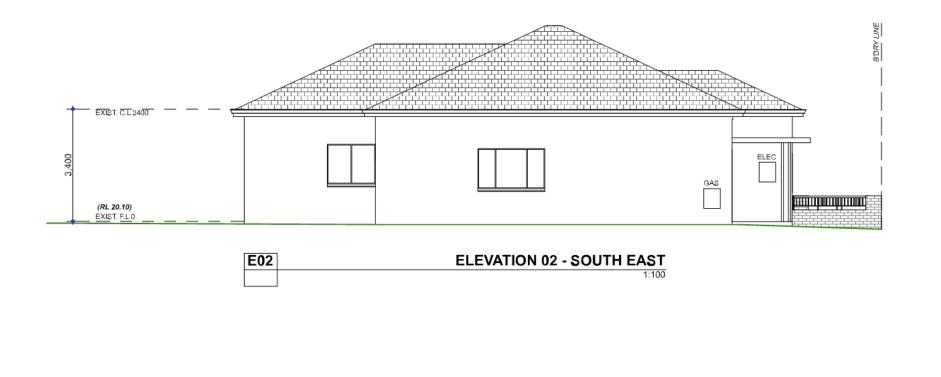
BUILDING AREAS	
GROUND FLOOR AREAS	
EXISTING GARAGE	46.94
EXISTING GROUND FLOOR	151.58
EXISTING PORCH	16.82
EXISTING STORE	13.55
TOTAL BUILDING AREAS	228.89 m²





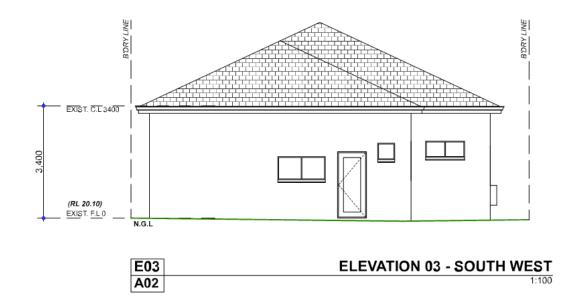
DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A3	: AS SHOWN	A02 OF A 13







DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A	3: AS SHOWN	A03 OF A 13





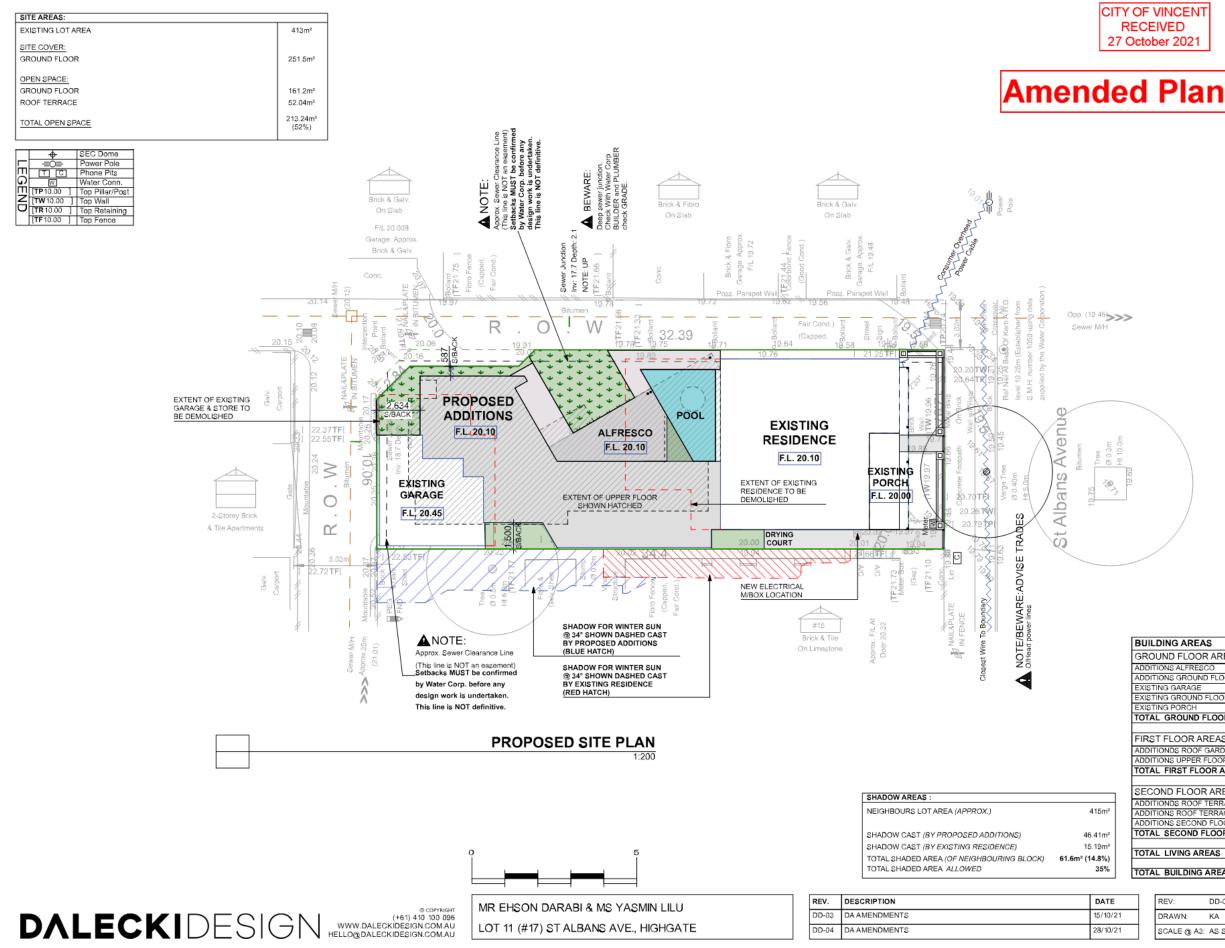


REV.	DESCRIPTION
DD-03	DA AMENDMENTS
DD-04	DAAMENDMENTS



# Amended Plan

DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @	A3: AS SHOWN	A04 OF A 13





GROUND FLOOR AREAS	
ADDITIONS ALFRESCO	21.9
ADDITIONS GROUND FLOOR	104.8
EXISTING GARAGE	35.
EXISTING GROUND FLOOR	101.
EXISTING PORCH	16.
TOTAL GROUND FLOOR AREAS	280.66 r
FIRST FLOOR AREAS	
ADDITIONDS ROOF GARDEN	19.3
ADDITIONS UPPER FLOOR	120.9
TOTAL FIRST FLOOR AREAS	140.23 r
SECOND FLOOR AREAS	
ADDITIONDS ROOF TERRACE GARDEN	14.3
ADDITIONS ROOF TERRACE	26.
ADDITIONS SECOND FLOOR	10.6
TOTAL SECOND FLOOR AREAS	51.70 r
TOTAL LIVING AREAS	337.95 r
TOTAL BUILDING AREAS	472.59 r

	OTA	L BUI
DATE		REV:
15/10/21		DRAW
28/10/21		SCAL

	REV:	DD-04	JOB NO.: 202-20
	DRAWN:	KA	DRAWING NO .:
	SCALE @ A3:	AS SHOWN	A05 OF A 13



PLANT LIST

TR1

TR2

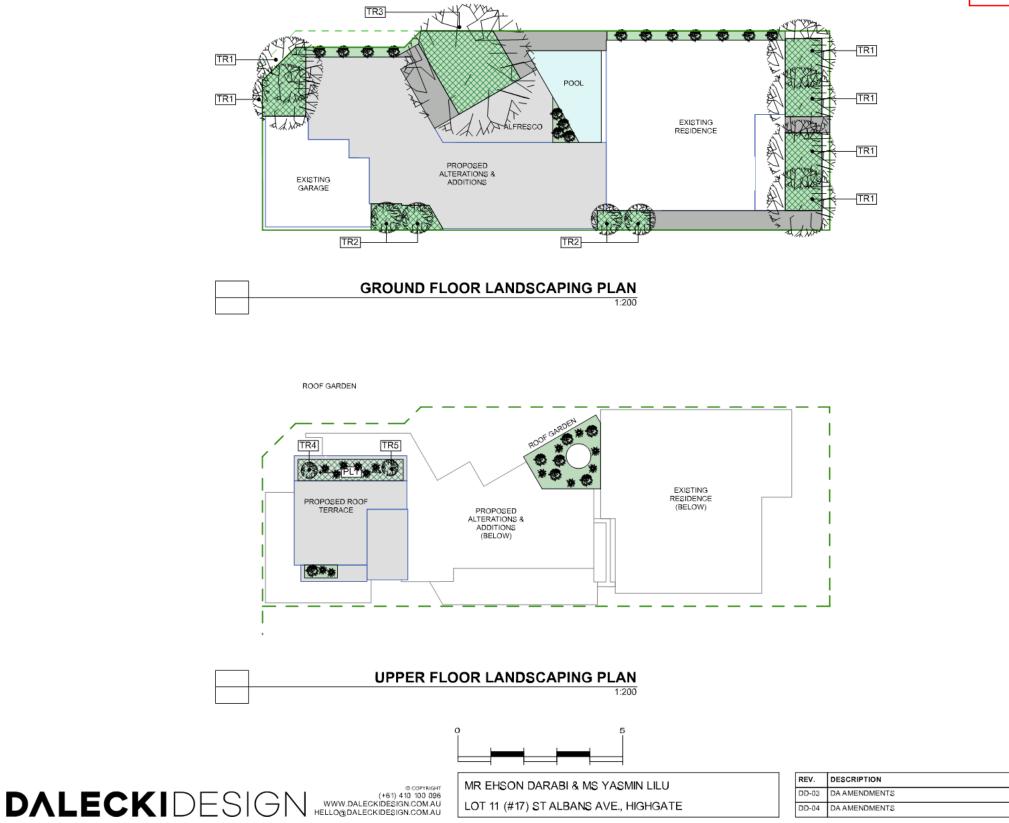
TR3

TR4

TR5

PL1

28/10/21

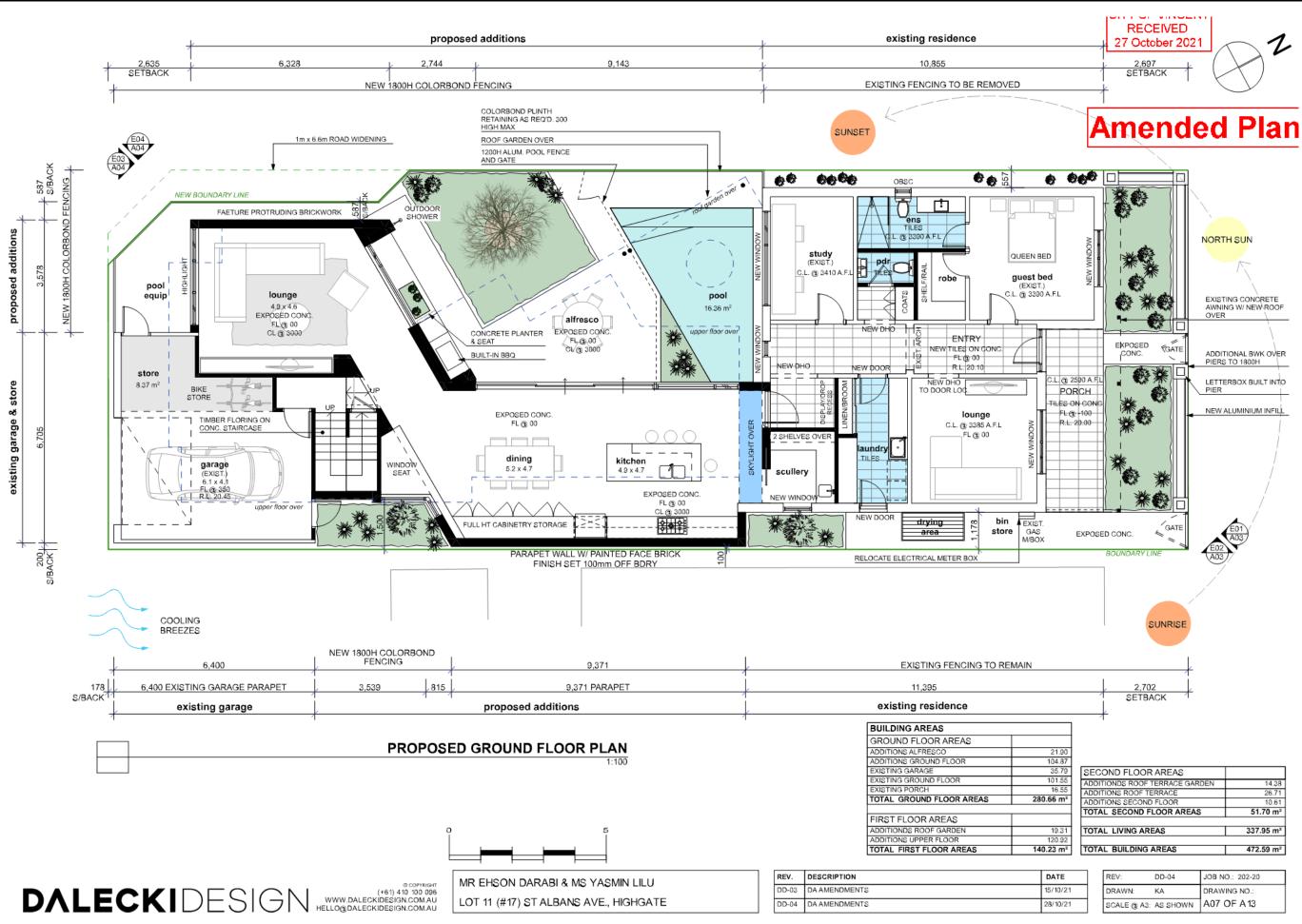




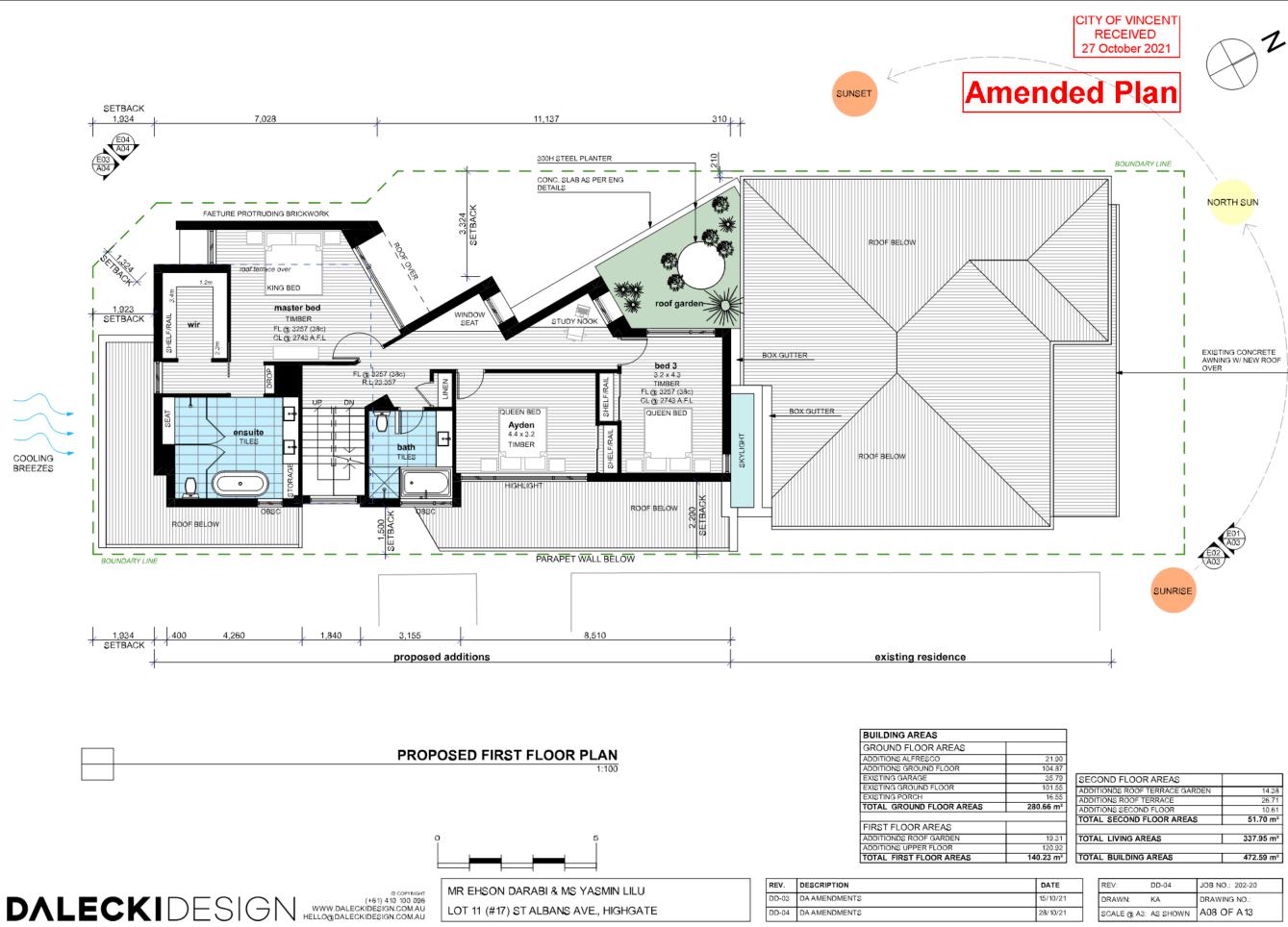
CANOPY A	CANOPY AND SOIL CALCULATIONS							
	LEGEND	PROPOSED	REQUIRED	ADDITIONAL (U/F GARDENS)				
	PLANTING COVERAGE	71.48m² (17.3%)	12.38² (3%)	22.52m² (5.6%)				
	DEEP SOIL AREA	59.39m² (14.7%)	48.5m² (12%)	9.7m² (2.3%)				
A A A A A A A A A A A A A A A A A A A	TREE CANOPY COVERAGE	122.33m² (30.3%)	121.2m² (30%)					
	CANOPY COVERAGE OVER R.O.W & STREET	20.49m²	-					

_						
PLANT NAME				C	OMMON NAME	
HYMENOSPORUM FLAVUM				NA	TIVE FRANGIPANI	
PRUNUS CERASIFERA					PUR	PLE LEAVED PLUM
JACARANDA MIMOSIFOLIA					JACARANDA	
CITRUS × MEYERI				DWARF LEMON		
CITRUS x LATIFOLIA			DV	VARF TAHITIAN LIME		
SALVIA ROSMARIMUS				ROSEMARY		
						1
	DATE		REV:	DD	-04	JOB NO.: 202-20
	15/10/21		DRAWN:	KA		DRAWING NO .:

SCALE @ A3: AS SHOWN A06 OF A 13

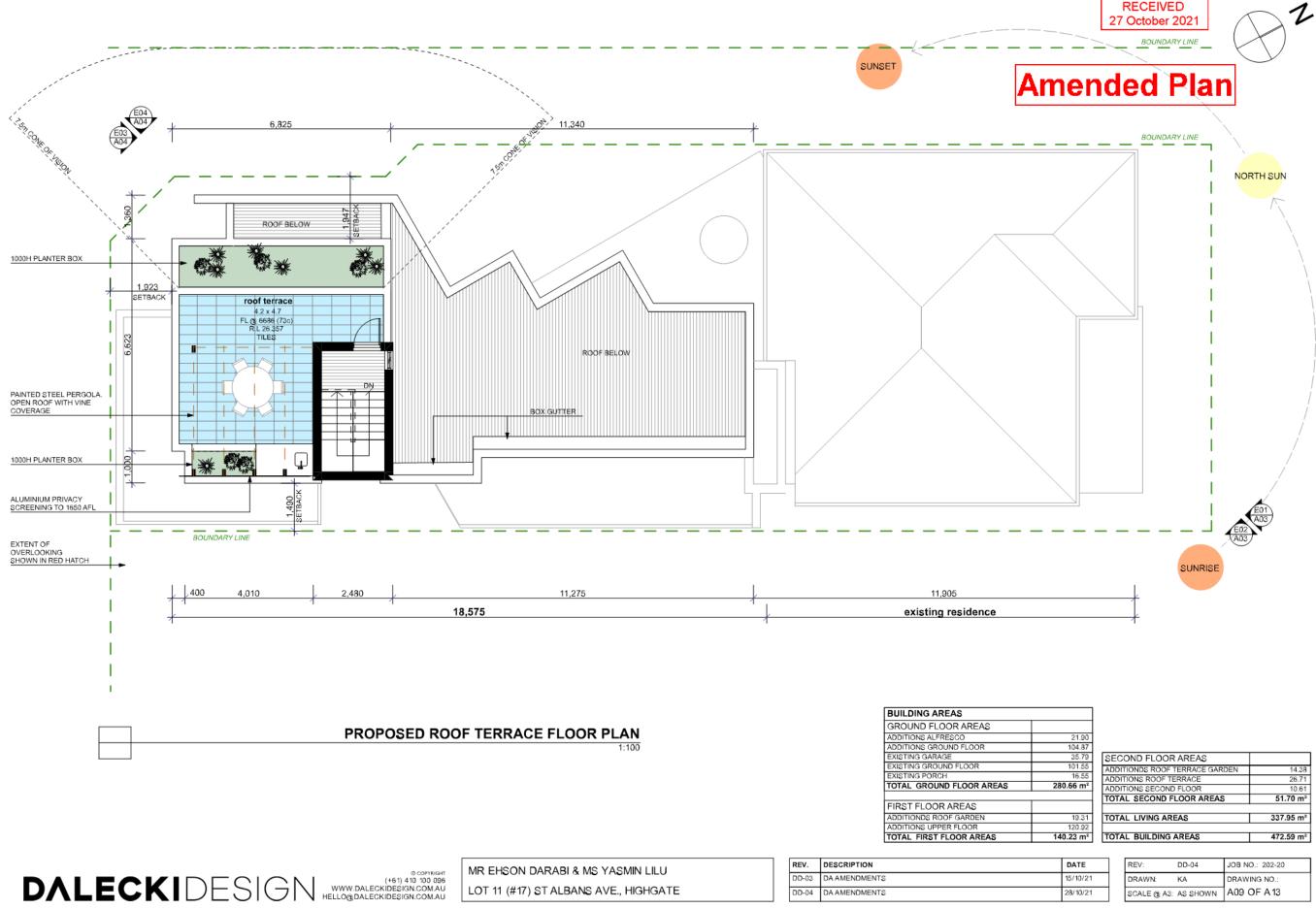








DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A3	B: AS SHOWN	A08 OF A 13

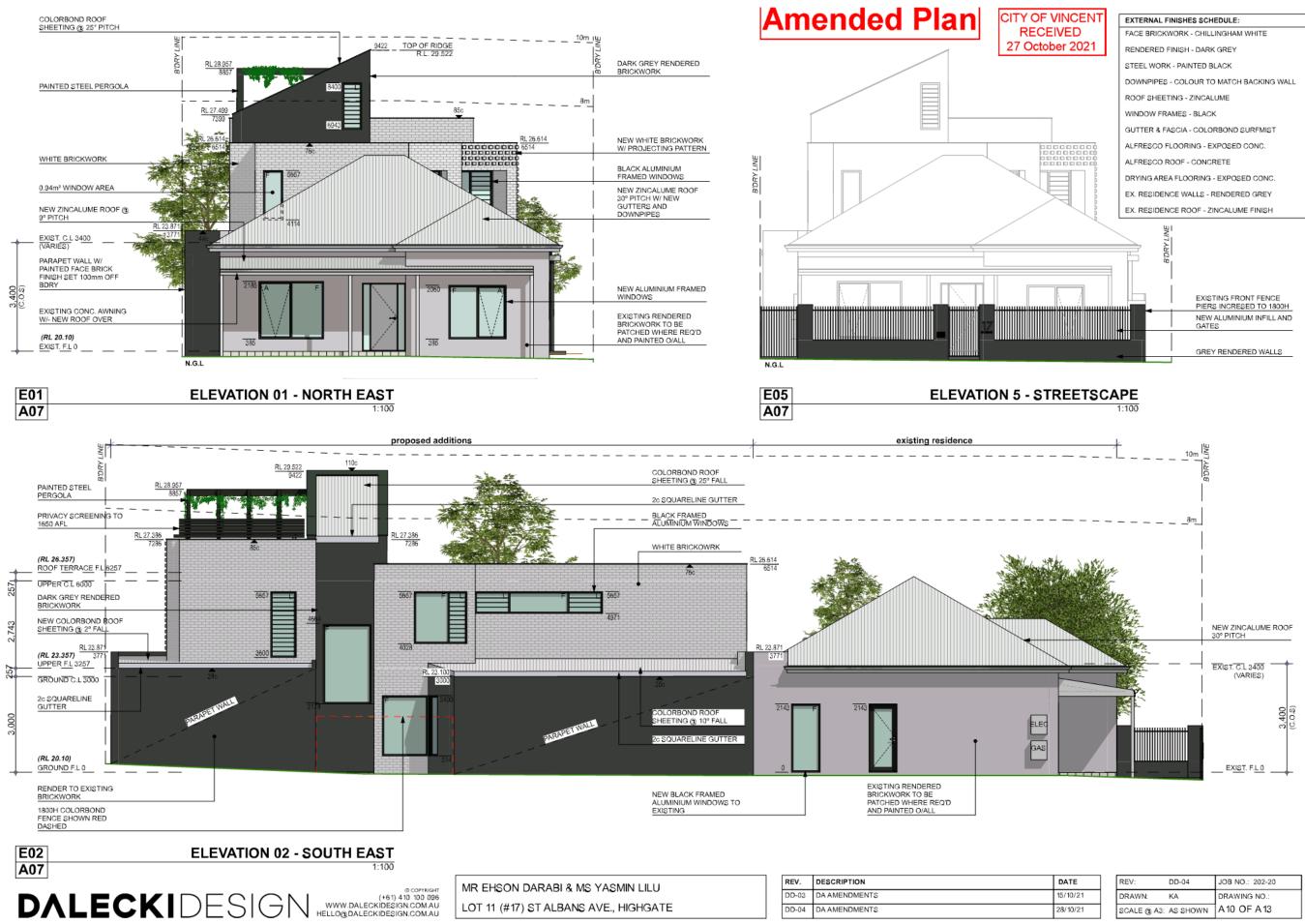


16 NOVEMBER 2021

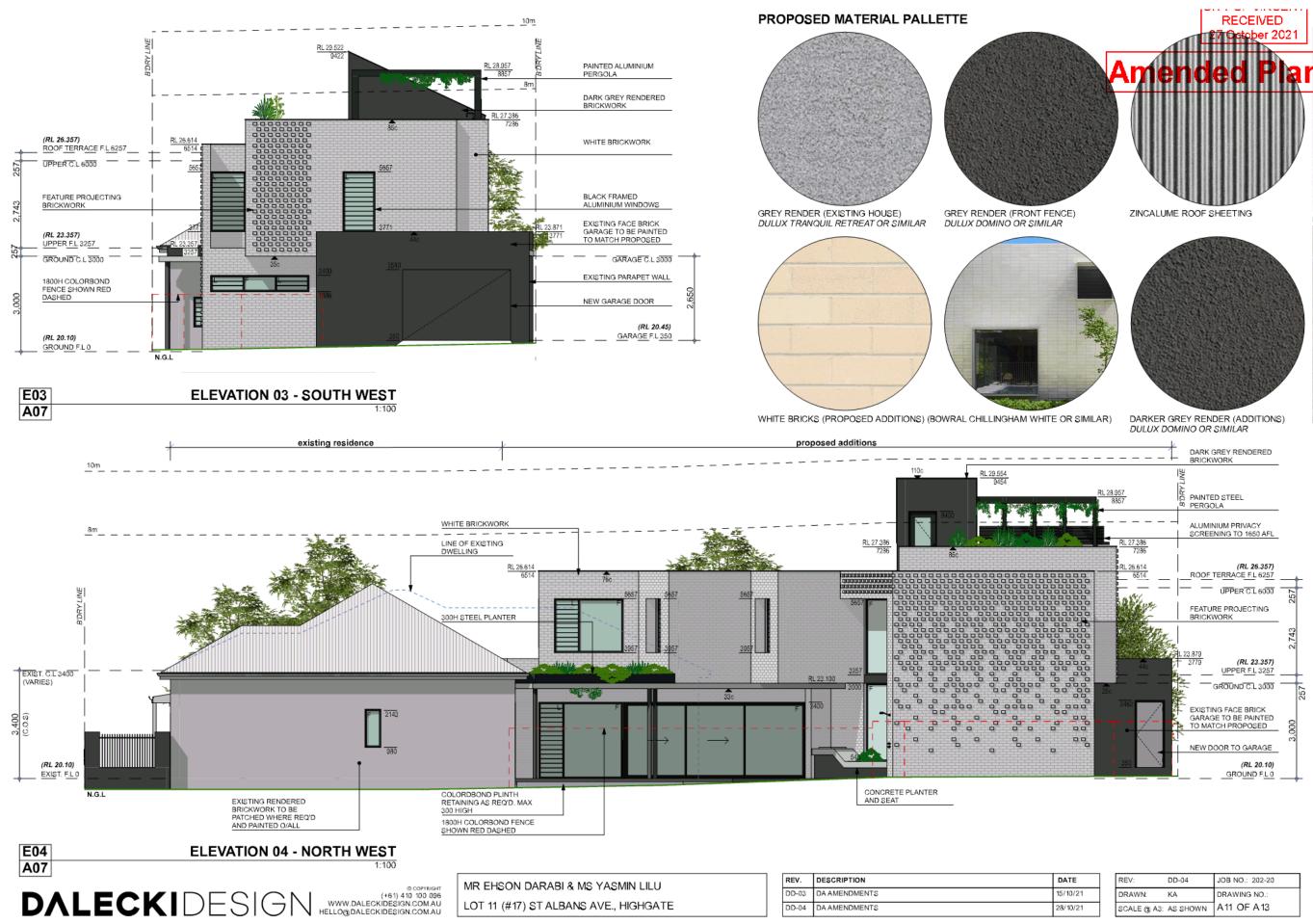
CITY OF VINCENT RECEIVED

35.79	SECOND FLOOR AREAS	
01.55	ADDITIONDS ROOF TERRACE GARDEN	14.3
16.55	ADDITIONS ROOF TERRACE	26.7
i6 m²	ADDITIONS SECOND FLOOR	10.6
	TOTAL SECOND FLOOR AREAS	51.70 n
19.31	TOTAL LIVING AREAS	337.95 n
20.92		
23 m²	TOTAL BUILDING AREAS	472.59 n

DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A3:	AS SHOWN	A09 OF A 13



DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A	3: AS SHOWN	A 10 OF A 13



DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
28/10/21	SCALE @ A	3: AS SHOWN	A11 OF A13

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:	Administration Comment:
Front Fence	
<ul> <li>The front fence height is not consistent with the requirements of Local Planning Policy No. 7.1.15 – Character Retention Areas and Heritage Areas for the St Albans area.</li> <li>Does not maintain the aesthetic value of character area and detracts from historic amenities such as the St Albans Church and Highgate Primary School.</li> </ul>	The proposed fence would be constructed from a dark grey rendered brick wall with visually permeable aluminium infill and gates. This colour would be consistent with the dark grey tone of fences present in the streetscape as confirmed by the City's DRP member and would positively contribute to the prevailing streetscape. The DRP member supports the form of the front fence and that it would be acceptable with respect to the character of the area and existing streetscape.
Creates an unwanted precedent for the street.	Five out of the 13 properties within the character area on the street have front fences that are approximately 1.8 metres in height. These fences all share a similar design with visually permeable fencing that does not detract from the visual character of the area.
Lot Boundary Setbacks	
Reduced setbacks will result in overlooking concerns to the east. Requests that the windows be highlight/obscured.	There are no major openings to habitable rooms proposed to the first floor of the development and no overlooking from windows as a result of reduced setbacks. The bedroom 3 window on the first floor that is oriented 90 degrees to the eastern boundary has oblique views to the east and has been reduced in size following the advertising period so that it is no longer a major opening. The remainder of non-major opening windows on the first floor facing the east are either obscured, highlight or to the staircase. First floor windows comply with the deemed-to-comply standards relating to Visual Privacy in the R Codes.
<ul> <li>The building bulk is extreme and the setbacks do little to mitigate the effect on the adjoining property and the neighbour's amenity.</li> <li>Impact to the neighbouring properties outdoor living areas and habitable spaces due to the bulk as a result of the reduced setbacks.</li> <li>The setbacks proposed do not mitigate the impact of reduced natural light to the adjoining property.</li> </ul>	The proposed setbacks together with the building design and treatment would not result in excessive bulk. The impacts of building bulk are ameliorated through the use of window openings, articulation, and varying materials and colours to effectively reduce the appearance of blank solid walls. The proposed development inclusive of building height and setbacks to lot boundaries would result in a shadow cast that complies with the deemed-to- comply standards of the R Codes relating to solar access for adjoining sites. The adjoining property is located to the south east of the subject site. This orientation means that the impacts from overshadowing are lessened because shadows are cast in a southern direction. The shadows cast by the proposed development would fall on areas that are not the adjoining property's primary living spaces or primary outdoor living areas, and would not detrimentally impact the amenity of the adjoining property.

Page 1 of 3

Cor	nments Received in Objection:	Administration Comment:
•	Concerns regarding the reduced setbacks, particularly the impact of construction of the additions to the neighbouring property occupants.	Notice to and consent from the adjoining property owners (BA20 form) would be required in order to undertake the works to the eastern boundary given its proximity. Works would be required to be undertaken in accordance with the Building Permit issued.
•	The lack of aesthetic design when viewed from the adjoining properties and the street. The setbacks proposed do not reduce the impact of this.	The proposed development incorporates contemporary design elements including articulation through the use of projecting brickwork, different forms and colours that are in keeping with tones in the streetscape. The built form and setbacks would be appropriate as viewed from adjoining properties and the public realm. The City's DRP member has reviewed the proposal and is supportive of the built form outcome in the setting.
Bui	lding Height	
•	The building height proposed will have an impact on the amenity of the adjoining properties due to reduced direct sunlight of outdoor living areas and open spaces. The maximum height of the skillion roof will not minimise overlooking and overshadowing of adjoining properties.	Due to the orientation of the properties, the proposed development would cast a shadow to an existing brick shed, trees and planting area on the adjoining property rather than the primary outdoor living area. The proposal complies with the deemed-to-comply standard of the R Codes relating to solar access for adjoining properties, casting a shadow of 14.7 percent of the adjoining property in lieu of a maximum of 50 percent permitted. The proposal would not adversely impact on the amenity of the adjoining property with respect to solar access. The staircase skillion roof does not incorporate any window openings and would not contribute to overlooking of adjoining properties. Privacy screening setbacks are proposed for the rooftop terrace to protect the amenity of sensitive areas on adjoining properties.
•	The building height is not in keeping with the local built forms and adversely impacts the immediate adjoining properties in the street. The height does not preserve or enhance the visual character of the street when considering the bulk and scale of the development. The height dominates the retained existing dwelling at the front. The proposed height is not consistent with the streetscape with many properties not exceeding the allowed 8m.	The proposed development steps up from the existing dwelling at the front of the site to the rear. The height of the pitched roof of the existing dwelling is 6.1 metres. This would step up to 6.5 metres in height to the concealed roof of the proposed building located to the middle of the site and a maximum of 9.4 metres to the top of the skillion roof of the staircase to the rooftop terrace located to the rear of the site, away from the primary street to assist in reducing its dominance on the streetscape. This skillion roof height would be less than the deemed-to-comply permitted height for a pitched roof of 10 metres under the R Codes. The angle of the skillion roof is such that it is located towards the centre of the lot, away from the adjoining property. This staircase also has dimensions of 2.5 metres by 4.3 metres and would not occupy a large footprint. There is an approved dwelling that is under construction at No. 9 St Albans Avenue that is two storeys within the St Albans Avenue Guideline area and an existing three storey apartment building located across the ROW to the rear of the subject site. The proposed development would not be inconsistent with the bulk and scale of these nearby developments.

Page 2 of 3

omments Received in Objection:	Administration Comment:
	The applicant has reduced the overall height of the two storey parapet wall from 7.3 metres to 6.5 metres and replaced the green wall with a feature projecting brickwork. The length of the wall would be 6.3 metres. The ROW that the proposed parapet wall faces can be characterised as high boundary fencing and garage doors. The reduction in height and addition of a feature wall would reduce the impact of building bulk to the ROW and adjoining properties from this portion of wall.
isual Privacy	
areas being visible from the terrace. The setback and screening proposed on the rooftop terrace is not sufficient to prevent overlooking of adjoining properties gardens. The screening proposed on the rooftop terrace does not provide satisfactory screening to the adjoining residents.	The proposed rooftop terrace would be provided with privacy screening to a height of 1.6 metres in accordance with the deemed-to-comply provisions of the R Codes where it abuts the adjoining property to the south east. To the north west, a 1.5 metre wide built in planter box with a depth of 1.0 metre to the north western edge of the rooftop terrace is proposed. This would effectively increase the setback of the rooftop terrace from 6.0 metres to 7.5 metres to the north western properties across the ROW, consistent with the deemed-to-comply setbacks associate with visual privacy. Should the application be approved, it is recommended that a condition be imposed requiring this planter box to be installed prior to occupation and not be removed unless further planning approval is granted.
bedroom 3.	The bedroom 3 window on the first floor is oriented 90 degrees to the eastern boundary which means that it would have oblique and restricted views to the east. It has also been reduced in size following the advertising period so that it is no longer a major opening and satisfies the deemed-to-comply standards of the R Codes.
	Owners/occupiers of residential properties are responsible for managing noise associated with activities so that they do not create noise issues or disturbances to neighbours. This would also apply to the use of the proposed rooftop terrace area.

Page 3 of 3

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 Support:		Applicant Comment
	No comments provided	

Comments Received in Objection:	Applicant Comment
Front fence	The design review panel member's comments were:
<ul> <li>The front fence height is not consistent with the requirements of Local Planning Policy 7.1.15 – Character Retention Areas and Heritage Areas for the St Albans area.</li> </ul>	"The form of the fence is considered acceptable; however, the white colour should be reconsidered."
Does not maintain the aesthetic value of character area and detracts from historic amenities such as the St Albans Church and Highgate Primary School.	We have changed the white render to a light grey in order to break up the white of dwelling.
Creates an unwanted precedent for the street.	The precedent of front fences not consistent with the requirements of the St Albans Character Retention policy has already been set. Five of the 11 properties withing the St Albans character retention area have non-compliant fencing.
	As a non-contributing property within the St Albans character retention area the impact of a non-compliant fence is far less than one to a contributing property.
Lot Boundary Setbacks:	
Reduced setbacks will result in overlooking concerns to the east. Requests that the windows be highlight/obscured.	There is no overlooking from habitable rooms to the easter property as a result of the reduced setbacks.
• The building bulk is extreme and the setbacks do little to mitigate the effect on the adjoining property.	A portion of the eastern elevation walls have been changed to render in order to provide some articulation and break up the solid mass of the brickwork.
The resultant bulk of the reduced setbacks will impact the eastern neighbour's amenity.	The 200mm variation of the deemed to comply setbacks are minimal. Should the setbacks be increased to comply there would be marginal impact on the perceived bulk and amenity.
The setbacks propose do not mitigate the impact of reduced natural light to the adjoining property.	Overshadowing to the eastern property is compliant with the acceptable development requirements of the R-Codes.
<ul> <li>Concerns regarding the reduced setbacks particularly the impact of construction of the additions to the neighbouring property occupants.</li> </ul>	It's important to note that the reduced setback to the western ROW has been assessed on the new 1m road widening. The setback to the current boundary line is over 1.5m. While this doesn't change in the impact on neighbouring properties, the setback to the

Comments Received in Objection:	Applicant Comment	
The lack of aesthetic design when viewed from the adjoining properties and the street. The setbacks proposed do not reduce the impact of this.	ROW is compliant before our clients seceded their land to the council for the benefit of all the properties in the area.	
<ul> <li>Impact to the neighbouring properties outdoor living areas and habitable spaces due to the bulk as a result of the reduced setbacks.</li> </ul>		
<ul> <li>Building Height:</li> <li>The building height proposed will have an impact on the amenity of the adjoining properties due to reduced direct sunlight of outdoor living areas and open spaces.</li> <li>The building height is not in keeping with the local built forms and adversely impacts the immediate adjoining properties in the street.</li> <li>The height dominates the retained existing dwelling at the front.</li> <li>The maximum height of the skillion roof will not minimise overlooking and overshadowing of adjoining properties.</li> <li>The height does not preserve or enhance the visual character of the street when considering the bulk and scale of the development.</li> <li>The nature of the materials and height of the parapet wall on the ROW has an adverse impact of bulk to adjoining properties.</li> <li>The screening proposed on the rooftop terrace does not provide satisfactory screening to the adjoining residents.</li> <li>The proposed height is not consistent with the streetscape with many properties not exceeding the allowed 8m.</li> </ul>	<ul> <li>Overshadowing to neighbouring properties is compliant with the acceptable development requirements of the R-Codes.</li> <li>The two storey additions have been sited to the rear of the property to avoid the existing single storey form of the streetscape. Adjacent to the rear ROW is a three-storey apartment block of considerable higher building height.</li> <li>The portion of proposed building that is over height is solely limited to the roof of the stairs that provide access to the roof terrace. The eastern side is 7.2m high in lieu of the acceptable development requirement of 7m. The over height portion is limited to a width of 2.5m. The higher side of the stair roof is in the middle of the block so the impact on surrounding properties is minimal.</li> <li>There is no overlooking from habitable rooms to the easter property as a result of the steetscape by bringing more character elements back to the existing house. Unfortunately, all of the original character has been stripped from the dwelling during a major renovation in the 1960's making a restoration of the original facade not feasible. The works proposed include completely rebuilding the roof at the original pitch, new zincalume roof sheeting and new skillion verandah. Refer to renders on page A12 of the amended DA drawings that show the difference between proposed and existing.</li> <li>We have made amendments to the design that eliminates overlooking from the roof terrace to the west. The reduction in the size of the roof terrace has led to the western two storey wall being reduced by 772mm. This will reduce the bulk impact of the wall on adjoining properties.</li> </ul>	
<ul> <li><u>Visual Privacy:</u></li> <li>The proposed roof top terrace does not consider the privacy of the adjoining properties with many properties open space/outdoor living areas being visible from the terrace.</li> </ul>	We have made amendments to the design that eliminates overlooking from Bed 3 and from the roof terrace to the west. There is a small amount of overlooking from the roof terrace toward the rear of the eastern property as demonstrated on the roof terrace plan (page A09). This area is densely landscaped and would be quite awkward and can't be seen from normal use of	

Co	mments Received in Objection:	Applicant Comment
•	The setback and screening proposed on the roof top terrace is not sufficient to prevent overlooking of adjoining properties gardens.	the roof terrace (sitting at the table or using the small bar area).
•	Sound and acoustic concerns from the use of the rooftop terrace living area.	
•	Overlooking to the eastern property will be direct and create an adverse impact to the occupants from the overlooking proposed out of bedroom 3.	

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



DALECKIDESIGN

17<sup>th</sup> June 2021

Planning Department City of Vincent PO Box 82, Leederville 6902

#### Attention: Planning Department

Project: Lot 11 (#17) St Albans Avenue, Highgate – Proposed two-storey with roof terrace residential alteration and additions Application: Development approval

Please find attached the development approval application for a proposed two-storey plus roof terrace residential alteration and addition to an existing residence located at Lot 11 (#17) St Albans Avenue, Highgate.

Development Approval documents in this proposal includes;

- One set of A3 drawings;
  - o A00 Cover sheet scale N.T.S
  - o A01 Existing site plan scale 1:200
  - o A02 Existing ground floor plan scale 1:100
  - o A03 Existing elevations scale 1:100
  - o A04 Existing elevations scale 1:100
  - o A05 Proposed site plan scale 1:200
  - o A06 Proposed landscaping plan scale 1:200
  - o A07 Proposed ground floor plan scale 1:100
  - o A08 Proposed upper floor plan scale 1:100
  - o A09 Proposed roof terrace floor plan scale 1:100
  - o A10 Proposed elevations scale 1:100
  - o A11 Proposed elevations scale 1:100
  - o A12 Proposed perspective N.T.S
  - o A13 Proposed perspective N.T.S
- R-codes assessment document
- Signed Development Application checklist
- Signed Application for Development Approval
- Signed MRS Application
- Certificate of title

DALECKIDESIGN.COM.AU // PO BOX 478 INGLEWOOD 6932 // ABN 38617411480

·61 410 100 096 // HELLO@DALECKIDESIGN.COM.AU

CITY OF VINCENT RECEIVED 25 June 2021

#### Background

- 1. The site is 413m<sup>2</sup> in area and is zoned Residential, with a density code of R50. The site currently includes a single dwelling, which is proposed to be altered and extended.
- 2. The site falls under the St Albans Character Retention Area and is a 'Non-Contributing Building'.
- 3. The site is rectangular with a North-East facing frontage and right-of-ways to side and rear boundaries.
- 4. There is an approximate 500mm incline from the front of the property to the rear
- 5. The original house on No 17 underwent a significant renovation in the 1970's where a majority of the original character features where removed.
- 6. The property is subject to a 1m x 6.6m road widening to the Western corner as confirmed by the City's development engineer on 30/11/20.

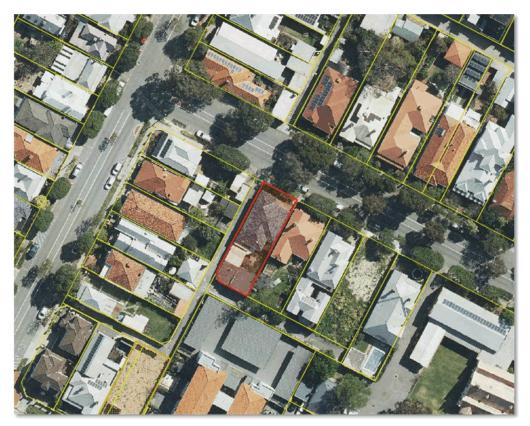


Figure 1: Site Context

#### **Proposed Development**

The proposed development comprises the following:

- Demolition of the previous rear addition, store and portion of garage.
- Construction of a new living, dining and kitchen on the ground floor.
- Construction of a new scullery, laundry and bathroom within the footprint of the existing residence.
- Construction of new alfresco and pool at ground floor level.
- Construction of new bedroom zone on the first floor with roof garden.
- Construction of a roof top terrace with open pergola and built-in planter boxes
- New roof to the original portion of the dwelling at a pitch more suited to the streetscape.
- Overall landscaping and paving re works.

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## Compliance

We believe the proposed development is generally compliant with the City's planning framework however two aspects of the proposal are considered below where discretion is sought.

5.1.3 Lot Boundary Setback

The proposed addition represents a variation to the deemed-to-comply requirements of the R-Codes as identified below:

Deemed to comply	Proposed	Difference
Lounge/Master Bed NW wall	0.58m to future ROW	0.42m
setback 1m	widening.	
	1.58m to existing boundary	

The proposal satisfies design principles P3.1 due to the following:

Reduces impact of building bulk on adjoining properties.	The proposed wall is adjacent to the right-of-way so there is no impact on the adjoining properties. The wall complies with the current boundary line and allows for the future ROW widening.
	The wall in question is relatively short and then returns 3.3m – 5m for the internal courtyard. This provides relief from bulk of the reduced setback wall. This is a better outcome than a wall that would run down the north eastern boundary at minimum deemed to comply setbacks.
	We have detailed a wire trellis to provide a climbing frame for landscaping on the proposed wall. The advantages of a creeping vine on this wall are two-fold; it provides some green relief to an otherwise baron laneway and also stops the thermal massing caused by the western sun.
Provides adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties.	The lounge and master bed have been pushed into the deemed to comply setback areas to allow us to capture northern sun into those living areas. The site's orientation and existing structures have created a unique situation where capturing the northern exposure requires the setbacks to be reduced.
	The proposed creates no loss of sun and ventilation to the adjoining properties.
Minimise the extent of overlooking and resultant loss of privacy on adjoining properties.	The location and height of the proposed wall provides screening to the neighbouring properties from the proposed roof terrace (refer to Figure 2).

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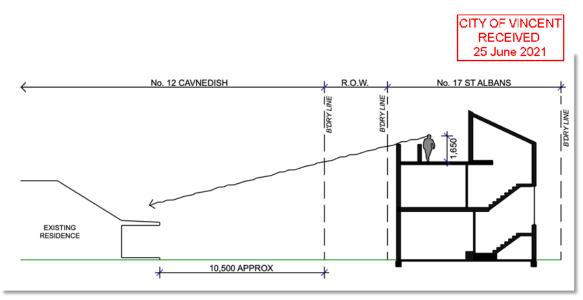


Figure 2: Site Section

## 5.4.1 Visual Privacy

The proposed addition represents a variation to the deemed-to-comply requirements of the R-Codes as identified below:

Deemed to comply	Proposed		Difference
	6.0m (to boundary)	o neighbouring	1.5m

The proposal satisfies design principles P1 due to the following:

Minimal direct overlooking of active habitable spaces and outdoor living areas of adjacent dwellings achieved through: • building layout and location; • design of major openings;	The intention of the roof terrace is to provide a tranquil open-air space where our clients can escape to with views to the city and the trees of Hyde Park. It has been designed and located to minimise any overlooking into neighbouring properties without the need for 1.6m high screening around the whole terrace.
<ul> <li>landscape screening of outdoor active habitable spaces; and/or</li> <li>locations of screening devices.</li> </ul>	The roof terrace has been designed with raised planter boxes that stop the view down while still allowing horizontal views out. Refer to Figure 2 for a section through the proposed and No. 12 Cavendish St.
	The other properties impacted by overlooking from the roof terrace are No. 10A Cavendish St where only garage can be seen and No. 15 St Albans where a very small section of the rear of the property can be seen.

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Should you have any questions or require clarification during or following assessment of the application, please do not hesitate to contact the undersigned on 6154 2926 or via email on scott@daleckidesign.com.au.



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PROPOSED

EXISTING





EXISTING

REV. DESCRIPTION DD-03 DA AMENDMENTS DD-04 DA AMENDMENTS

**DALECKI**DESIGN (161) 4100 096 (161) 410 100 096 WWW.DALECKIDESIGN.COMAU HELLO@DALECKIDESIGN.COMAU

MR EHSON DARABI & MS YASMIN LILU LOT 11 (#17) ST ALBANS AVE., HIGHGATE

## 16 NOVEMBER 2021





DATE	REV:	DD-04	JOB NO.: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
27/10/21	SCALE @ A	3: AS SHOWN	A12 OF A13





MR EHSON DARABI & MS YASMIN LILU LOT 11 (#17) ST ALBANS AVE., HIGHGATE

REV.	DESCRIPTION	
DD-03	DA AMENDMENTS	
DD-04	DA AMENDMENTS	

## 16 NOVEMBER 2021



DATE	REV:	DD-04	JOB NO .: 202-20
15/10/21	DRAWN:	KA	DRAWING NO .:
27/10/21	SCALE @ A	3: AS SHOWN	A13 OF A13

#### **Determination Advice Notes:**

- This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
- 2. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- 3. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- 4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
- 5. In relation to Advice Note 2 a further two years is added to the date by which the development shall be substantially commenced, pursuant to Schedule 4, Clause 4.2 of the Clause 78H Notice of Exemption from Planning Requirements During State of Emergency signed by the Minister for Planning on 8 April 2020.
- 6. This is approval is not an authority to ignore any constraint to development on the land, which may exist through statute, regulation, contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and not the City to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the City's attention.
- 7. The applicant is responsible for ensuring that all lot boundaries as shown on the approved plans are correct.
- 8. No verge trees shall be REMOVED. The verge trees shall be RETAINED and PROTECTED from any damage including unauthorized pruning.
- 9. An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to commencement of all building/development works, and shall be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond must be made in writing. This bond is non-transferable.
- 10. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
- 11. With reference to Condition 2 Clause 5.4.1 C1.2 Visual Privacy requirements of the R codes states that screening devices such as obscure glazing, timber screens, external blinds, window hoods and shutters are to be at least 1.6m in height, at least 75 percent obscure, permanently fixed, made of durable material and restrict view in the direction of the overlooking into any adjoining property.
- 12. With reference to Condition 3, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.

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#### **Determination Advice Notes:**

- 13. In reference to Condition 9, visually permeable is defined as *"in reference to a wall, gate, door or fence that the vertical surface has continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area; continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or a surface offering equal or lesser obstruction to view; as viewed directly from the street".*
- 14. In regards to Condition 10, all storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.
- 15. The pergola on the rooftop terrace is to remain as an open framed structure and as defined under the R Codes. Should the applicant/owner seek to alter the pergola structure in the future to incorporate a water impermeable roof, this would require further planning approval. This is because the structure would then be defined as a patio and would constitute a third storey under the R Codes.

Page 2 of 2

## 9.3 NO. 17-19 (LOTS: 33 & 51, D/P: 1554 & 72073) BRISBANE STREET, PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO SERVICE STATION

Ward:	South
Attachments:	<ol> <li>Consultation and Location Map (1) (2)</li> <li>Development Plans (1) (2)</li> <li>Applicant's Urban Design Study (1) (2)</li> <li>Applicant's Urban Design Study (1) (2)</li> <li>Transport Impact Statement (1) (2)</li> <li>Acoustic Report (1) (2)</li> <li>Acoustic Report (1) (2)</li> <li>Acoustic Report (1) (2)</li> <li>Acoustic Report (2) (2)</li> <li>Acoustic Report</li></ol>

## **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Alterations and Additions to Service Station at Nos. 17-19 (Lots: 33 & 51; D/P: 1554 & 72073) Brisbane Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 11:

1. Development Plans

This approval is for Alterations and Additions to Service Station as shown on the approved plans dated 17 May 2021 and 8 October 2021. No other development forms part of this approval;

2. Use of Premises

This approval is for a Service Station as defined in the City of Vincent Local Planning Scheme No. 2:

<u>Service Station</u> means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for – (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

- 3. Building Design
  - 3.1 Doors, windows and adjacent floor areas fronting Brisbane 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; and
  - 3.2 All external fixtures, such as television antennas (of a non-standard type), radio and other antennaes, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive;
  - 3.3 The colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, to the satisfaction of the City; and

3.4 A non-sacrificial anti graffiti coating shall be applied to the external surfaces of the development prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City;

## 4. Boundary Walls

The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

- 5. Landscaping
  - 5.1 A detailed landscape and reticulation plan for the development site and adjoining road verge shall be lodged with and approved by the City prior to issue of a Building Permit. The plan shall be drawn to a scale of 1:100 and show the following:
    - The location and type of proposed trees and plants;
    - Areas to be irrigated or reticulated;
    - The provision of a minimum of 5.3 percent deep soil and planting areas as defined by the City's Policy No. 7.1.1 Built Form;
    - The provision of a minimum of nine trees contributing towards canopy coverage within the deep soil areas and planting strips provided along Brisbane Street and its intersection with Pier Street, with a minimum of 4.3 percent of the northern car park bays provided with canopy coverage. The tree species are to be in accordance with the City's recommended tree species list;
    - The provision of a planting area and two 100 litre broad leaf paperbark trees to the east of the site along Pier Street in the cross-hatched bitumen area located to the north of the two existing on-street car bays indicated on the approved development plans; and
  - 5.2 Prior to the occupation or use of the development, all works shown in the plans as identified in Condition 5.1 shall be undertaken in accordance with the approved plans and maintained thereafter, to the satisfaction of the City, at the expense of the owners/occupiers. The installation of the planting area and trees in the verge shall be undertaken in consultation with the City's Parks and Engineering teams;
- 6. Car Parking, Access and Bicycle Facilities
  - 6.1 Prior to the occupation or use of the development, five car parking bays and related access ways as shown on the approved plans shall be constructed and thereafter maintained in accordance with Australian Standard AS2890.1;
  - 6.2 All driveways, car parking and manoeuvring area(s) which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City; and
  - 6.3 Prior to the occupation or use of the development, a minimum of two short-term bicycle parking bays and one long-term bicycle parking bay shall be provided on site. The design and construction of the bike bays shall be in accordance with Australian Standards AS2890.3 : 2015 Parking Facilities Part 3: Bicycle Parking;
- 7. Signage
  - 7.1 All signage is to be in strict accordance with the City's Policy No. 7.5.2 Signs and Advertising, unless further development approval is obtained;
  - 7.2 Illuminated signage shall:
    - 7.2.1 Not cause a nuisance, by way of light spillage, to abutting sites;

- 7.2.2 Not comprise flashing, intermittent or running lights, or images that change more than once in any five minute period;
- 7.2.3 Not interfere with or be likely to be confused with, traffic control signals; and
- 7.2.4 Not exceed 300cd/m<sup>2</sup> (candela per square metre) between sunset and sunrise;
- 7.3 All signage shall be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site; and
- 7.4 The signage shall not include third-party advertising or advertise products or services which are not available on the site;
- 8. Acoustic Report

All of the recommended measures included in the approved Acoustic Report (Reverberate Consulting, 11 May 2021) shall be implemented as part of the development, to the satisfaction of the City prior to the use or occupation of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

- 9. Anti-Social Behaviour Management Plan
  - 9.1 The development shall operate in accordance with the approved 'Management Plan Anti-Social Behaviour' dated August 2021 at all times, to the satisfaction of the City. All of the recommended measures included shall be implemented as part of the development, to the satisfaction of the City prior to the use or occupation of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers; and
  - 9.2 The Anti-Social Behaviour Management Plan is to be reviewed to the satisfaction of the City:
    - 9.2.1 every 24 months or as improvements are identified by the operator or the City; and
    - 9.2.2 within 30 days of a change of the Service Station operator;
  - 9.3 The purpose of the review as set out in condition 9.2 above is to consider whether any additional and/or updated measures are required in response to the presence of or potential risk of anti-social behaviour at or around the Service Station as identified through any issues or complaints received by the City or in the incident register maintained by the operator; and
  - 9.4 Any changes identified during a review as set out in condition 9.2 and 9.3 above are to be incorporated into an updated Anti-Social Behaviour Management Plan, and approved by the City. The development shall operate in accordance with the Anti-Social Behaviour Management Plan as amended from time to time to the satisfaction of the City;
- 10. Waste and Servicing Management

Prior to the issue of a building permit, a Waste and Servicing Management Plan shall be submitted to and approved by the City. The plan must include the following details to the satisfaction and specification of the City of Vincent:

- The location of bin storage areas and bin collection areas;
- The number, volume and type of bins, and the type of waste to be placed in the bins;
- Details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas;
- Frequency of bin collections;
- Size of vehicles to be used for the purposes of general deliveries, rubbish collection and fuel deliveries; and

• Timing of deliveries and rubbish collection, including that fuel and other deliveries to the service station shall only occur between 7:00am and 7:00pm on Monday to Saturday;

The Waste and Servicing Management Plan must be implemented at all times to the satisfaction of the City; and

- 11. Stormwater
  - 11.1 Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve; and
  - 11.2 Prior to the issue of a building permit, a geotechnical report prepared by a qualified consultant shall be submitted to and approved by the City. This report is to demonstrate if on-site retention of stormwater is possible, or if connection to the City's drainage system is required. All stormwater produced on the subject land shall be retained on site, or connected to the City's drainage system at the expense of the applicant/landowner, in accordance with the recommendations of the approved geotechnical report, to the satisfaction of the City.

## PURPOSE OF REPORT:

To consider an application for development approval for alterations and additions to an existing service station at Nos. 17-19 Brisbane Street, Perth (subject site).

## PROPOSAL:

The application proposes to upgrade and modify the building and operations of the existing service station that has previously been approved at the subject site. The application proposes the following:

- Retaining the existing building with removal of the mechanical workshop component and expansion in the size of the store component;
- Replacing the existing canopy with a new smaller canopy in a butterfly design. There would be the same number of fuel bowsers and the four refuelling positions would be maintained;
- Installing new fuel tanks and fuel lines;
- Replacing the existing fuel price sign with a new 6.0 metre high monolith fuel price sign at the corner of Brisbane Street and Pier Street;
- Retaining the existing vehicle access points with modifications to car parking bays and landscaping within the lot;
- Upgrading the existing building facades, including new colours, materials and signage; and
- Operating the service station 24 hours, 7 days a week (24/7). The service station was previously operated by Liberty and had operating hours of 7am to 6pm Monday to Friday, 7am to 1pm on Saturday and was closed on Sunday.

The changes proposed to the existing service station are associated with a new operator of the site.

The proposed development plans are included as Attachment 2.

The applicant's supporting documentation, including an urban design study, transport impact statement (TIS), acoustic report and anti-social behaviour management plan are included as **Attachments 3**, **4**, **5** and **6** respectively.

## BACKGROUND:

Landowner:	OTR 333 Pty Ltd	
Applicant:	Peter Webb & Associates	
Date of Application:	17 May 2021	
Zoning:	MRS: Urban	
	LPS2: Zone: Mixed Use R Code: R80	

Built Form Area:	Mixed Use
Existing Land Use:	Service Station and Ancillary Mechanical Workshop / Lube Bay
Proposed Use Class:	Service Station
Lot Area:	698m <sup>2</sup>
Right of Way (ROW):	No
Heritage List:	No

## Site Context and Zoning

The subject site is bound by Brisbane Street to the north, Pier Street to the east and commercial properties to the west and south. A location plan is included as **Attachment 1**.

The subject site is located at the corner of Brisbane Street and Pier Street. The existing building, containing the store and mechanical workshop, is located on the southern side of the site. A hardstand area for vehicle parking and access is located to the north of this building along Brisbane Street and Pier Street. There are two vehicle crossovers which provide access to the site from Brisbane Street and from Pier Street.

The subject site and adjoining properties to the north, west and south are zoned Mixed Use R80 under the City's Local Planning Scheme No. 2 (LPS2). They are also within the Mixed Use built form area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

HBF Park is located adjacent to the east and is reserved Parks and Recreation under the Metropolitan Region Scheme. HBF Park (Perth Oval) is a heritage-listed place which is included on the State Register and the City's Municipal Heritage Inventory as a Management Category A place.

The subject site was previously within the City of Perth municipal area and was zoned General Commercial C3 under the City of Perth's City Planning Scheme gazetted in 1985. In 1994 the Town of Vincent was created, and the City Planning Scheme was repealed when Town Planning Scheme No.1 was gazetted in 1998. TPS1 was repealed when LPS2 was gazetted in 2018.

The surrounding development context of the site generally consists of single and two storey residential and commercial development. Residential development is concentrated to the north along Bulwer Street and to the south-west along Lacey Street, while commercial development is concentrated along Brisbane Street and Stirling Street to the west, and Pier Street to the south. Of the immediately adjoining properties:

- Nos. 329-337 Pier Street to the south are used for commercial purposes, including offices and consultancies. No. 337 Pier Street previously included a residential use but this has recently ceased;
- Nos. 30-32 Lacey Street to the south-west are used for residential purposes;
- Nos. 23-25 Brisbane Street to the west are used for commercial purposes, including offices and consultancies;
- Nos. 24-28 Brisbane Street to the north located adjacent to the site are used for commercial purposes, including offices and consultancies; and
- No. 18 Brisbane Street to the north located adjacent to the site is a mixed use development with commercial tenancies on the ground floor, including a shop and office, and residential apartments above.

These properties are shown on the land use context map included in Attachment 7.

## Approval History

On 15 September 1986 the City of Perth issued a planning approval for a service station with ancillary mechanical workshop / lube bay at the subject site.

The proposal included a service station and workshop with a total area of 200 square metres, which included spaces for the workshop, an office, a small shop and associated storage. Four on-site car parking bays were provided with vehicle access provided from Pier Street and Brisbane Street.

The planning approval was subject to one condition relating to a landscape plan being submitted. No operating hours were specified for the development and there was not a condition of approval restricting operating hours.

A service station has operated at the subject site since this approval until present. The service station was previously operated by Liberty and had operating hours of 7am to 6pm Monday to Friday, 7am to 1pm on Saturday and was closed on Sunday.

## Site Contamination Status

The Department of Water and Environmental Regulation (DWER) notified the City of a potential contamination issue at the subject site on 21 June 2021 and visited the affected premises at No. 333 Pier Street on 24 June 2021.

The issue was described as a 'gas/chemical odour' that could be smelt inside of the property but not outside. The City sought the assistance of DWER, the Department of Health (DoH), and the Department of Mines, Industry Regulation and Safety (DMIRS) to assist in investigating the issue. DWER are leading the investigation and are the responsible authority for all correspondence and government actions.

It has since been determined by DWER that the odour was caused by a leak originating from the existing service station. This has contaminated the soil and groundwater to the south-west of the subject site.

Currently the properties at Nos. 331-333 and Nos. 335-337 Pier Street have been confirmed to be affected and contain high levels of benzene gas inside. Due to this the occupants of the residential use at No. 337 Pier Street vacated the property on 18 August 2021. As the other properties are either vacant or used for commercial purposes they were not required to be vacated.

A soil vapour extraction system was installed at the existing service station on 27 August 2021 and has succeeded in lowering the gas levels inside the properties to safe levels. Further monitoring by DWER is being conducted to assess the extent of the soil/groundwater contamination, and remediation works are due to be completed in the coming months by the landowner.

DWER has officially classified the subject site as 'Contaminated, remediation required' under the *Contaminated Sites Act 2003*, while the affected properties have been classified as 'Possibly contaminated – investigation required'. DWER is currently liaising with the landowner on further monitoring/remediation works and timelines for these to be completed. The subject site has been considered high priority by the DWER and a remediation action plan has been requested from the landowner by April 2022. It is expected that remediation works will begin before then.

The contamination status and ongoing remediation of the subject site will be dealt with by DWER under the *Contaminated Sites Act 2003.* This is separate to Council's consideration of the subject planning application under the *Planning and Development Act 2005.* 

## DETAILS:

## **Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City's LPS2, Built Form Policy, Policy No. 7.5.2 – Signs and Advertising (Signage Policy), Policy No. 7.5.21 – Sound Attenuation (Sound Attenuation Policy), Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties (Heritage Policy) and Policy No. 7.7.1 Non-Residential Development Parking Requirements (Parking Policy). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Building Height	✓	
Street Setback	$\checkmark$	
Side and Rear Setbacks	$\checkmark$	
Orientation	$\checkmark$	
Landscaping		$\checkmark$
Visual Privacy	$\checkmark$	
Public Domain Interface	$\checkmark$	
Pedestrian Access and Entries	✓	
Vehicle Access	$\checkmark$	

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Car and Bicycle Parking		✓
Managing the Impact of Noise	✓	
Universal Design	✓	
Façade Design		✓
Roof Design	✓	
Adaptive Reuse	✓	
Environmentally Sustainable Design		✓
Water Management and Conservation	✓	
Waste Management	✓	
Utilities	✓	
Signage		$\checkmark$
Guidelines for Development Adjacent to Heritage Listed Places	✓	

## **Detailed Assessment**

The deemed-to-comply assessment of the elements that require the discretion of Council is as follows:

Landscaping			
Deemed-to-Comply Standard	Proposal		
Built Form Policy Volume 3 Clauses 1.5 and 1.10			
12% of the site area as deep soil zones and 3% as planting areas.	5.3% (36.8 $m^2$ ) of the site area as deep soil zones and planting areas.		
Open air car parks shall have a minimum of 60% canopy coverage at maturity.	The northern car parking bays would have 4.3% canopy coverage. The western car parking bays would have no canopy coverage.		
Open air car parks shall be landscaped at a minimum rate of one tree per four car bays.	The northern car parking bays would have one tree per bay. The western bays would have no trees.		
The perimeter of all open-air car parking areas to be landscaped by a planting strip with a minimum dimension of 1.5m.	The northern car parking bays would have a planting strip with a dimension of 0.5m. The western bays would have no planting strip.		
Car and Bicycle Parking			
Deemed-to-Comply Standard	Proposal		
Built Form Policy Volume 3 Clause 1.10 and Parking Policy			
There is no specified car or bicycle parking standard for a Service Station land use. This is to be determined on a site specific parking	A transport impact statement has been provided.		
management plan.	5 bays provided.		
	Bicycle Parking 2 short term bays provided.		
Façade Design			
Deemed-to-Comply Standard	Proposal		
Built Form Policy Volume 3 Clause 1.13			
Commercial building facades visible from the public realm shall minimise use of shallow framing systems and thin wall/glazing systems.	Shallow framing and thin wall/glazing systems are used in the Brisbane Street façade, with window depths varying from approximately 50mm to 150mm.		

Doorways shall have a depth between 500mm and 1.5m to clearly articulate entrances to commercial buildings and tenancies.	The doorway is made up of glass sliding doors which sit in line with the remainder of the building façade to the Brisbane Street façade and are not recessed behind it.		
Windows, seating ledges, sills, stall risers and other detailing shall have a minimum depth of 300mm.	The depth standard is not provided to these features in the building façade to Brisbane Street, with window depths varying from approximately 50mm to 150mm.		
Environmentally S	ustainable Design		
Deemed-to-Comply Standard	Proposal		
Built Form Policy Volume 3 Clause 1.17			
<ul> <li>Development achieves one of the environmental performance standards shown below, or their equivalent:</li> <li>Green Star Rating;</li> <li>Life Cycle Assessment; or</li> <li>Sustainability of Construction Works – Assessment of Environment Performance of Buildings.</li> </ul>	No report has been provided to demonstrate that the development will achieve one of the standards specified.		
Signage			
Deemed-to-Comply Standard	Proposal		
Signage Policy <u>Standards Commons to All Signs</u> Illuminated signage to have a minimum clearance	The sign numbers are listed on elevation plans included as <b>Attachment 2</b> . Sign 5 (monolith sign) has a clearance of 0.7m,		
of 2.75m from finished ground level.	Sign 6 (wall sign) has a clearance of 1.2m and Sign 9 (monolith sign) has a clearance of 0.3m.		
The total signage area is not to exceed 10% of the total area of the building wall.	The total signage area on the building facade to Brisbane Street is 12.9% (16.1m <sup>2</sup> ) of the building wall.		
Monolith Sign Standards A monolith sign is not to exceed 6 metres in height or 2m in width.	Sign 9 (monolith sign) would have a height of 6.0m and a width of 2.3m.		
No more than two monolith signs are permitted on a corner lot.	Three freestanding monolith signs are proposed, being Sign 4 (non-illuminated placard), Sign 5 (digital panel) and Sign 9 (corner fuel price sign).		
No more than one freestanding sign is permitted on a lot.			
<u>Wall Sign Standards</u> No more than two wall signs are permitted on any one wall.	Three wall signs are proposed on the building façade to Brisbane Street, being Sign 1 (logo/slogan lettering), Sign 2 (coffee cup) and Sign 6 (LED panel).		
The total wall signage area is not to exceed 10% of the total area of the building wall.	The total wall signage area on the building façade to Brisbane Street is 11.4% (14.3m <sup>2</sup> ) of the building wall.		

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

## CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* for a period of 21 days from 15 July 2021 to 4 August 2021. The method of consultation included notice on the City's website, 36 letters mailed to all owners and occupiers of the properties adjoining the subject site, as shown in **Attachment 1**, a sign on-site, and notice in the Eastern

Reporter newspaper in accordance with the City's (then) Policy No. 4.1.5 - Community Consultation.

At the conclusion of the consultation period a total of 15 submissions were received, all of which objected to the proposal. The submissions raised the following concerns:

- Increased noise from the operations of the service station and this occurring 24/7;
- Increased anti-social behaviour in the area and associated impacts of noise, litter, property damage and safety. The lack of a management strategy to address this issue;
- The area is already adequately serviced by similar service stations, convenience stores and supermarkets. A 24/7 service station and convenience store is unnecessary in this location;
- Impacts of increased traffic and demand for car parking, and associated impacts of noise, safety and less parking availability on neighbouring streets;
- Lack of bicycle parking;
- The extent of signage and illumination is excessive. This as well as the contemporary design of the building would adversely impact the streetscape and does not respect the surrounding context;
- The 7 metre height of the monolith sign is inappropriate, would block views and detract from the surrounding area;
- Increased light pollution from the illuminated signage and car lights associated with the 24/7 operations;
- Lack of landscaping and trees proposed;
- The proposal would detract from the adjacent heritage-listed HBF Park and Perth Oval entry gates;
- Impacts on privacy of neighbouring residences;
- Increased pollution and litter in the area. Impacts of odour and fumes associated with the service station; and
- Lack of features of environmentally sustainable design incorporated.

A copy of the plans that were advertised during community consultation are included in Attachment 8.

The applicant submitted amended plans and additional information to address the departures from the Built Form Policy standards and the concerns raised during the community consultation period. These are summarised as follows;

- An anti-social behaviour management plan, included as Attachment 6;
- Additional information to address pollution, odour and noise impacts;
- Increased landscaping, including the addition of small trees adjacent to the car parking bays and monolith sign;
- The addition of a bicycle rack to accommodate two short-term bicycle bays;
- Reduction in height of the monolith fuel price sign from 7.0 metres to 6.0 metres; and
- Reduction in signage on the Pier Street façade, reduction in signage on the Brisbane Street façade which is illuminated and removal of the sign on the canopy.

A summary of the submissions received along with Administration's comments on each are provided in **Attachment 9**. The applicant also provided a written response to the submissions received, as provided in **Attachment 10**.

## Department of Water and Environmental Regulation (DWER)

The proposal was referred to DWER for comments due to the contamination status of the subject site. DWER advised that it had no objection to the continued use of the subject site as a service station.

Given the risks associated with the likely disturbance of contaminated soil and the possibility of dewatering during construction, DWER recommended two advice notes for inclusion in any approval issued which are included in **Attachment 11**. These relate to the site being affected by acid sulfate soils and any development needing to follow DWER's acid sulfate soil guidelines, and to an appropriate management plan needing to be prepared to address potential exposure of soil and groundwater contamination during works to the satisfaction of DWER.

## Department of Mines, Industry Regulation and Safety (DMIRS)

The proposal was referred to DMIRS for comments due to it involving the sale of fuel which is classified as a dangerous good under the Australian Dangerous Goods Code.

DMIRS recommended four advice notes for inclusion in any approval issued which are included in

**Attachment 11**. These relate to any new underground fuel tanks meeting the requirements of the *Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007*. They also relate to any decommissioning works and the removal of the existing underground fuel tanks receiving the relevant permits, satisfying the relevant Australian Standards and being carried out by qualified and experienced specialists.

DMIRS had no objection to the proposal provided these requirements are satisfied.

## Heritage Council

The proposal was referred to the Heritage Council for comments due to its proximity to the State Registered Place known as Perth Oval.

The Heritage Council considered the proposal in the context of the identified cultural heritage significance of Perth Oval. The Heritage Council stated that it is a significant place that as a whole, and the entry gates building in particular, characterises a way of life and activity that is highly valued by the community.

The Heritage Council concluded their comments by confirming that the proposal would not impact on the identified cultural heritage significance of Perth Oval.

## Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the Chair of the City's DRP for comments. The development plans referred are included in **Attachment 8**. The following key comments were provided by the DRP Chair:

- The applicant has considered the surrounding precinct and visibility of this site from both site planning and aesthetic points of view;
- The language of the building, detail, colours and materials is in keeping with the convenience store function and is acceptable. It is transparent and the space planning is logical and functional;
- The building and the canopy have opened up the corner site and created a forecourt for drive through, pick up and go, and visitation by pedestrians;
- The building requires visibility and transparency so the level of landscaping proposed is in keeping with its location and its function, and is appropriate;
- The site planning addresses the corner and drive through nature of the use. The transparent façade addresses the corner site;
- The departures from the Built Form Policy standards are appropriate and the policy is adhered to with regards to the various elements of the building;
- The level of signage is appropriate and addresses the 180 degree nature of the site; and
- The proposed façade uses a contemporary language of a convenience store facility and would not detract from the oval entry gates of HBF Park.

The applicant made changes to the plans after the comments made by the DRP Chair were received. These changes are outlined in the Consultation/Advertising section of this report and the updated plans are included as **Attachment 2**.

These changes did not require referral to the DRP Chair. This is because the changes sought to reduce departures from the policy framework and to address concerns raised during community consultation, and do not affect the overall site planning, façade design or built form of the proposal.

## LEGAL/POLICY:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 Built Form;
- Policy No. 7.5.2 Signs and Advertising;
- Policy No. 7.5.21 Sound Attenuation;
- Policy No. 7.6.1 Heritage Management Development Guidelines for Heritage and Adjacent Properties;

- Policy No. 7.7.1 Non-Residential Development Parking Requirements;
- Western Australian Planning Commission Transport Impact Assessment Guidelines for Developments;
- Western Australian Planning Commission State Planning Policy 4.1 State Industrial Buffer; and
- Environmental Protection Authority Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses.

## 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.

<u>State Planning Policy 4.1 – State Industrial Buffer (SPP 4.1) and Environmental Protection Authority</u> <u>Guidance Statement No. 3 – Separation Distances between Industrial and Sensitive Land Uses (EPA</u> <u>Guidance Statement)</u>

Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) sets out that the local government in considering an application for development approval is to have due regard to a set of matters to the extent that, in the opinion of the local government, those matters are relevant to the development subject of the application. This includes Clause 67(c), any approved State planning policy.

The purpose of SPP 4.1 is to provide a consistent State wide approach to define and secure buffer areas to protect industry, infrastructure and special uses from the encroachment of incompatible uses, and to provide for the safety and amenity of these incompatible uses. It sets out that off-site buffer areas are to be defined for industry, infrastructure and special uses to comply with accepted environmental criteria on the advice of the Environmental Protection Authority (EPA).

The EPA Guidance Statement provides further guidance on the implementation of SPP 4.1, recommending generic buffer distances intended to mitigate impacts of industrial developments on sensitive land uses and to avoid conflicts between these land uses. It sets out that these generic buffer distances apply where a new industrial land use is proposed near existing or proposed sensitive development, or sensitive development is proposed near an existing or proposed industry.

A service station is classified as an industrial land use under the EPA Guidance Statement, but the application is for the upgrade of and additions to an existing service station. The proposal is not for a new industrial land uses or for a new sensitive development. For this reason SPP 4.1 and the EPA Guidance Statement are not relevant to the proposal and in the determination of the application.

## **Delegation to Determine Applications:**

This matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation does not extend to applications for development approval that received more than five objections during the City's community 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.

The subject site's classification as 'Contaminated, remediation required' is not a risk to Council and the City's business function in Council exercising its discretion to determine the application. The contamination status and ongoing remediation of the subject site will be dealt with by DWER under the *Contaminated Sites Act 2003*. This is separate to Council's consideration of the application under the *Planning and Development Act 2005*.

## 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:

The City has assessed the application against the environmentally sustainable design provisions of the City's Built Form Policy. These provisions are informed by the key sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, which requires new developments to demonstrate best practice in respect to reductions in energy, water and waste and improving urban greening.

## PUBLIC HEALTH IMPLICATIONS:

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

Reduced exposure to environmental health risks

Mitigate the impact of public health emergencies

Reduced injuries and a safer community

This is outlined in the Environmental Considerations section below.

## FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications of this report.

#### COMMENTS:

#### Land Use and Previous Approval

In 1986 the City of Perth approved a service station with ancillary mechanical workshop/lube bay at the subject site under the City Planning Scheme. This approval included a store as part of the service station. It did not include any specified operating hours or restrictions on these hours as part of the terms of approval.

The City Planning Scheme defined a Service Station land use as follows:

"Service station" means any land or building use for:

- a) the supply of petroleum products and auto-motive accessories; or
- b) those purposes and the provision of lubrication and greasing services, tyre repairs and minor mechanical repairs.

This previous approval and definition establishes that the subject site has existing land use rights for a service station. This includes the fuel bowsers and a store which supplies petroleum products and automotive accessories. It also establishes that there is no restriction on the operating hours for the service station.

The City Planning Scheme has since been repealed and the subject site is now within the jurisdiction of the City of Vincent. A service station is now defined under LPS2 as follows:

Service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for:

- a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or
- b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

The service station definition has changed under LPS2 and permits service station store to sell goods of a convenience nature alongside petroleum products and motor vehicle accessories.

Under the existing approval, the service station building had a total floor area of 256 square metres, of which 34 square metres was set aside for a store and office, with the remaining 222 square metres set aside for the mechanical workshop.

Under the proposal, the service station would continue to have four fuel bowsers but would change by removing the mechanical workshop component of the use and increasing the size of the store component. The existing building would be retained and modified to have a reduced total floor area of 234 square metres. This space would be wholly set aside for use as a store, with no mechanical workshop component. The store would sell petroleum products, motor vehicle accessories and goods of a convenience nature.

The components of the proposal that would remain the same as the existing use approval is the subject site would continue to be used as a service station, which includes fuel bowsers and a store for the sale of petroleum products and motor vehicle accessories. The site has existing use rights for these components due to the existing approval. The existing approval did not include any specified operating hours or restrictions on hours, allowing these activities to occur 24/7 as attached to the existing use rights.

The components of the proposal that would be a change from the existing use approval is the store would be increasing in size and would sell goods of a convenience nature. These changes do not require the land use to be reassessed for the following reasons:

- The store is a component of and part of the existing service station use;
- Although the store component would increase in size, the mechanical workshop component would be removed. The total building floor area used for activities permitted under the definition of a service station would decrease in comparison to the previous approval; and
- The definition of a service station under LPS2 permits the sale of goods of a convenience nature to occur alongside the sale of petroleum products and motor vehicle accessories. The addition of the sale of these goods alongside other products and accessories does not fundamentally change how the store would operate.

### Land Use and Operating Hours

For the reasons above the land use of the proposal is not subject to Council's discretion in determining the application, as it is consistent with the service station definition under LPS2 and the existing approval.

Council is only considering this application as proposed alterations and additions (works) to the service station. In exercising its discretion in determining this application, Council is required to consider the appropriateness of the proposed works against relevant matters contained in the planning framework. This includes standards prescribed in the City's local planning policies; the extent of off-site amenity impacts associated with lighting, traffic, noise and environmental considerations; and relevant matters raised during community consultation including anti-social behaviour and heritage impacts.

Under the previous approval there are no restrictions on operating hours, and a service station could operate 24 hours under this without needing further approval. Notwithstanding, the operating hours are relevant to Council's consideration of the extent of off-site amenity impacts resulting from the proposed works, including lighting, traffic and noise.

Administration's comments in respect to each of the relevant matters outlined above is provided below. Restrictions on operating hours in relation to off-site amenity impacts are not recommended for these reasons.

### Landscaping

The Built Form Policy acceptable outcomes set out that the development is to provide at least 12 percent of the site area as deep soil zones and 3 percent as planting areas. The application proposes 5.3 percent of the site area as deep soil zones and planting areas.

The Built Form Policy acceptable outcomes also set out that open air car parks are to have a minimum of 60 percent canopy coverage at maturity, be landscaped at a minimum rate of one tree per four car bays and have the perimeter landscaped by a planting strip with a minimum dimension of 1.5 metres. The application proposes the northern car park area adjacent to Brisbane Street to have 4.3 percent canopy coverage, one tree per car bay and to have a planting strip with a minimum dimension of 0.5 metres. The application proposes the western car park area adjacent to the building to not have any canopy coverage, trees or planting strip.

The proposed landscaping would satisfy the element objectives of the Built Form Policy for the following reasons:

- The location of the landscaping in the north east corner of the site and along the Brisbane Street frontage would soften the appearance of the building, vehicle parking and manoeuvring areas, and the monolith fuel price sign at the corner of Brisbane Street and Pier Street as viewed from the street and adjacent properties on the opposite side of Brisbane Street;
- The application proposes nine small trees in the deep soil zones and planting strips along Brisbane Street and Pier Street. These would contribute towards increased urban air quality, tree and vegetation coverage and sense of open space between buildings. It would also ensure that an effective contribution can be made to the City's green canopy;
- The car park areas are appropriately landscaped with small trees and planting strips accommodated adjacent to the northern car park area. This would provide shading and would reduce the visual impact of parking areas on the street. The western car park area is located away from boundaries of the subject site and would be obscured from view of the adjoining property at No. 23 Brisbane Street by the 2.4 metre high masonry wall and bin refuse along the western boundary. Due to the space required for vehicle parking and manoeuvring as well as for access to the switchboard and meters, bin refuse and sales window in the Brisbane Street façade of the building, there is not an opportunity to accommodate meaningful landscaping in this area;
- The deep soil zones and planting areas provided meet the minimum dimensions of 1 metre specified in the acceptable outcomes in the Built Form Policy and include a large consolidated area at the corner of the site. This would ensure that there is sufficient area and depth to sustain healthy plant and tree growth;
- The application proposes an additional landscaped area which extends 1.1 metres beyond the site boundary into the public realm and footpath along Brisbane Street and adjacent to the northern car parking bays, with an area of 13.4 square metres. This would provide additional space for soft landscaping and tree growth. As this area is located outside of the site it is not included as deep soil zones and planting areas provided on site, but would be the equivalent of an additional 2.5 percent deep soil zones and planting areas.
- The application also proposes an additional landscaped area to the east of the subject site in the verge along Pier Street in the cross-hatched bitumen area located to the north of the two existing on-street car bays. This would provide a planting area for two additional trees and would have an area of 20.3 square metres, equivalent to an additional 2.9 percent deep soil zones and planting areas. This landscaping would soften the appearance of the development from Pier Street;
- The subject site is currently a service station and all open space between the existing building and the streets are hardstand area with no landscaping or trees. The proposed landscaping is a significant improvement over the existing site conditions and has been maximised within the constraints of the site. Opportunities to provide landscaping are limited due to the existing building having nil setbacks to the side and rear boundaries, and as the extent of hardstand areas are required to allow sufficient manoeuvring and parking space for cars and service vehicles entering, travelling through and exiting the site;
- The DRP Chair was supportive of the proposal prior to additional landscaping being incorporated, outlining that the building requires visibility and transparency so the level of landscaping proposed is in keeping with its location and its function, and is appropriate; and
- A condition has been recommended requiring submission of a landscaping plan to the City prior to issue of a building permit. This plan would be required to demonstrate the species type consistent with the City's recommended species list and the specific location of these trees to ensure that the number of trees shown are planted on-site and maintained thereafter. It would also be required to demonstrate the provision of a planting area and two 100 litre broad leaf paperbark trees to the east of the site along Pier Street in the cross-hatched bitumen area located to the north of the two existing on-street car bays, as shown on the development plans included in **Attachment 2**. The City's Parks and Engineering teams have reviewed this, advising that it would be acceptable subject to them being consulted in the installation of the planting area and trees.

## Car and Bicycle Parking

The Built Form Policy acceptable outcomes requires car and bicycle parking to be provided in accordance with the Parking Policy. The Parking Policy does not include specified car parking or bicycle parking standards for a Service Station land use. The Parking Policy sets out that this is to be determined by the City based on a site specific parking management plan.

The proposal includes five car parking bays, with one of these being an ACROD bay. Three bays are located on the northern side of the site adjacent to Brisbane Street and two are located on the western side of the site adjacent to the building.

The proposal includes a single bicycle rack adjacent to the western car parking area and the building entry. This would provide for two short-term bicycle bays.

The proposed car parking bays and bicycle parking bays would satisfy the element objectives of the Built Form Policy and the objectives of the Parking Policy for the following reasons:

- The premises is well supported for access by staff and customers of the store component via alternate modes of transport. The subject site is connected by pedestrian paths and the wider bicycle network to the surrounding area. As identified in the applicant's TIS included as **Attachment 4**, Brisbane Street is classified under the Perth Bicycle Network as a continuous signed route that provides a link to other path networks, and Bulwer Street which is located approximately 50 metres from the subject site includes bicycle lanes. Two short term bicycle bays are available on-site and eight public short-term bicycle bays are available off-site which are easily accessible for cyclists attending the site. These off-site bays are located approximately 35 metres away from the subject site is also located approximately 220 metres from Beaufort Street and 310 metres from Lord Street which are both high frequency bus routes and would provide an alternate transport mode for staff rather than dependence on private vehicles. This would support active modes of transport for staff and for customers accessing the store;
- The development is anticipated to have a maximum of two or three staff on site at any one time. To better support staff cycling to the site and that would be working for longer periods of time, Administration has recommended the imposition of a condition requiring one long-term bicycle bay to be provided. There is adequate space for this to be provided on site in the staff area inside the building and the applicant has agreed to this condition;
- Customers utilising the dedicated car parking bays and short term bicycle bays would be expected to stay for short periods, ensuring high turnover of these bays. This is because the nature of goods being sold include those of a convenience nature;
- One additional car parking bay is proposed to be provided on site compared to the existing service station which would support any additional parking demand as a result of the improvements to the site and increase in vehicle trips expected. The existing service station was approved with four on-site parking bays shown on the development plans and the proposal provides for five on-site parking bays. Anticipated vehicle trips generated by the site is set out in the applicant's TIS and would largely be reflective of customers attending the site to refuel. These customers would not be utilising the five on-site parking bays and instead would be parking at the refuelling bowsers. The anticipated vehicle trips generation contained in the applicant's TIS nonetheless provides an indication of the increase of car parking needs in comparison to the existing service station. Compared to the existing service station, the proposal would result in a net increase of 206 vehicle trips per day to the subject site, and a net increase of 13 and 14 vehicular trips in the AM peak hour and PM peak hour respectively. This represents a 25.1 percent increase in vehicle trips per day and a 25 and 26 percent increase in vehicle trips in the AM peak hour respectively; and
- There are separate, additional parking spaces associated with customers that are refuelling. These are the four bays located at the fuel bowsers and in themselves serve to support parking demands for customers.

## Cash in Lieu of Car Parking

The Parking Policy states that where the number of bays under the parking standards prescribed are not met, cash in lieu of car parking can be charged for the shortfall of on-site car parking. As there is no parking standard specified for a service station land use in the Policy, cash in lieu of car parking provisions would not apply. As outlined above, the subject site is adequately serviced by the availability of on-site car parking, bicycle parking, alternate modes of transport, and the pedestrian and bicycle network to meet the demand of its users.

### Façade Design

The Built Form Policy acceptable outcomes outline that commercial building facades are to minimise the use of shallow framing systems and thin wall/glazing systems. It also outlines that doorways should have a minimum depth of 0.5 to 1.5 metres, and windows, sills and stall risers are to have a minimum depth of 0.3 metres.

The application proposes the Brisbane Street façade of the building to include shallow framing and thin wall/glazing systems, with window depths varying from approximately 50 millimetres to 150 millimetres. It proposes the doorway to be made up of glass sliding doors which would sit in line with the remainder of the Brisbane Street façade and are not recessed behind it.

The proposed façade design would satisfy the element objectives of the Built Form Policy for the following reasons:

- The intent of these acceptable outcomes is to ensure new developments, particularly in Town Centres, include elements of traditional shopfront design in their facades. The proposal relates to a service station and is seeking to upgrade an existing building. The existing building façade is set back a minimum of 9 metres from Brisbane Street and the subject site is located in a Mixed Use Built Form Area. The absence of these elements of traditional shopfront design in this context would not detrimentally impact the character of the area;
- The existing building that is dated would be brought up to modern standards with improved street front activation and presentation, as outlined in the applicant's Urban Design Study included as **Attachment 2**. Activation would be increased by the replacement of vehicle servicing bays with an improved building entry and glazed shopfront. The modern materials and finishes would be consistent with other contemporary built form in the locality;
- A variety of colours, materials and finishes would be incorporated across the building façade, canopy and signage. This includes timber cladding, dark fibre cement sheeting, face brickwork, painted weatherboard cladding, render, lime painted features and the glazing incorporated into the Brisbane Street façade. This would ensure that the development presents with a cohesive façade and design that would provide visual interest and both active and passive surveillance to the public realm; and
- The DRP Chair is supportive of the proposal, stating that the surrounding precinct and visibility of the subject site had been well considered from both site planning and aesthetic points of view. The DRP Chair advised that the language of the building, detail, colours and materials is in keeping with the convenience store function and that it is transparent, and the space planning is logical and functional.

### Environmentally Sustainable Design

The Built Form Policy acceptable outcomes outline that development is to demonstrate that it would be capable of achieving a specified environmental performance standard, such as a 5 star Green Star rating (or equivalent).

The applicant has not provided a report to demonstrate that the development will achieve one of the standards specified in the Built Form Policy. The applicant has referred to the size of the site and the retention and upgrade of the existing building as reasons why an environmentally sustainable design report is not feasible to be prepared.

The applicant has outlined elements of environmentally sustainable design that would be incorporated into the proposed development. These are listed as follows:

- The adaptive reuse of the existing building to minimise energy and material consumption involved in demolition and construction;
- The windows of the store face north to allow passive solar heating during winter;
- The canopy provides shading to reduce summer sun entering the building;
- The roof of the building would be constructed in a manner to allow installation of solar panels at a later stage if this is assessed as being financially viable;
- The majority of roof surfaces would be colourbond material in a surfmist colour which has a low solar absorptance rating of 0.32; and
- Use of waterwise plants in landscape areas and the use of a waterwise irrigation system with a drip
  irrigation and automated controller. An advice note has been recommended to encourage landscaping
  methods and species selection which do not rely on reticulation;

These elements would ensure that the development would satisfy the element objectives of the Built Form Policy and would be secured through the conditions recommended. The adaptive reuse of the existing building is the key feature of environmentally sustainable design incorporated. Alongside the other elements outlined, it demonstrates that the proposal considers the whole of life environmental impact of the building and that adequate measures are incorporated to reduce this impact, as well as to reduce the impact of solar radiation in summer and to increase passive solar gain in winter.

## <u>Signage</u>

The signage included as part of the proposal and as shown in **Attachment 2** consists of the following:

- Two illuminated company name and slogan wall signs (Sign 1), with one facing Pier Street and the other facing Brisbane Street;
- A non-illuminated painted coffee cup wall sign (Sign 2) spreading across the corner blade wall of the building on the Pier Street and Brisbane Street facades;
- A non-illuminated company name window sign (Sign 3) located above the building entry facing Brisbane Street;
- Two small freestanding monolith signs that occupy areas of 1.0 square metres and 1.4 square metres (Signs 4 and 5) located outside the building entry facing Brisbane Street. Sign 4 has a height of 1.3 metres and width of 0.8 metres, and Sign 5 has a height of 2.0 metres and width of 0.7 metres;
- A LED digital panel wall sign (Sign 6) located on the Brisbane Street façade; and
- An illuminated fuel price freestanding monolith sign (Sign 9) on the corner of Brisbane Street and Pier Street which has a height of 6.0 metres and width of 2.3 metres.

The signage proposed satisfies all standards of the City's Signage Policy except for the following;

- The total signage area and wall signage area on the Brisbane Street façade would be 12.9 percent and 11.4 percent of the building wall respectively, in lieu of the standard of 10 percent;
- There would be three wall signs (Signs 1, 2 and 6) on the Brisbane Street façade, in lieu of the standard of two per wall;
- There would be three freestanding monolith signs (Signs 4, 5 and 9), in lieu of the standard of one freestanding sign and two monolith signs per lot;
- The freestanding monolith fuel price sign (Sign 9) would have a width of 2.3 metres, in lieu of the standard of 2.0 metres; and
- There would be illuminated signage (Signs 5, 6 and 9) that would not achieve the standard of a minimum 2.75 metres clearance above ground level. Sign 5 would have a clearance of 0.7 metres, Sign 6 a clearance of 1.2 metres and Sign 9 a clearance of 0.3 metres.

The proposed signage is consistent with the principles for variations to standards in the Signage Policy and is supported for the following reasons:

- The building is moderately scaled and would have a contemporary design that does not incorporate any architectural detailing or important building fabric elements that the signage would obscure or detract from;
- The signage would be associated with a service station and the amount and type of signage proposed is appropriate to the building and land use, and would not be detrimental to the amenity of the locality. The surrounding area is a mixed use area with commercial buildings and uses located along Brisbane Street in particular. The signage as proposed is acceptable given this site context;
- The signage would be incorporated into the design and upgrades of the building and site, and has consistent colours, materials and finishes. This would result in a coordinated signage outcome for the development that would not detract from the streetscape or adjoining properties;
- There would be no signage proposed on the glazed windows and doors of the building, apart from the non-illuminated company name window sign which is located above the building entry. The signage is incorporated into the walls and design of the building. This ensures interaction with the streetscape and public realm would be maximised and active and passive surveillance would be provided;
- The building is set back a minimum of 9.0 metres from Brisbane Street, ensuring that the impact of the signage located to the Brisbane Street façade and adjacent to the building entry would be reduced as viewed from the public realm. This would achieve an appropriate balance of signage visibility and the realistic need to advertise products, prices and services available from the site without the signage dominating the streetscape. The trees proposed in the landscaped areas along the boundaries of Pier Street and Brisbane Street would also assist to soften the appearance of this signage;
- The illuminated signage that requires a minimum clearance of 2.75 metres in height as per the Policy standard would not be located above or over any doorways or pedestrian pathways where a reduced clearance may cause safety concerns;
- The inclusion of the painted coffee cup wall sign (Sign 2) contributes to the variation to the prescribed standard in the Policy relating to number of wall signs and total signage area on the Brisbane Street façade. This sign has an area of 6.1 square metres and contributes 37.9 percent of the total area of all signage on the Brisbane Street façade (16.1 square metres). This sign serves as a decorative feature for

the building which would provide visual interest to the public realm and its inclusion would reduce the impact of solid blank walls on the streetscape and adjoining properties;

- The two small freestanding monolith signs (Signs 4 and 5) located outside the building entry facing Brisbane Street result in a variation to the prescribed standard in the Policy relating to the number of freestanding monolith signs. Sign 4 is a non-illuminated placard with a width of 0.8 metres and height of 1.3 metres while Sign 5 is a digital signage panel with a width of 0.7 metres and height of 2.0 metres. This limited size along with the orientation of these signs facing inward towards the building entry and minimum set back of 17.7 metres from Brisbane Street would not be obtrusive and would not detract from the streetscape or adjoining properties;
- The width of the freestanding monolith fuel price sign (Sign 9) is 2.3 metres wide from its base to 2.4 metres high, which reduces to 2.1 metres in width above this height. The Policy standard is 2.0 metres wide for a monolith sign. The sign has a height of 6.0 metres which satisfies the monolith sign height standard in the Signage Policy. The width of the sign is appropriate as it is minor departure of between 0.1 to 0.3 metres to the prescribed Policy standard, and the widest point at the base of the sign would be softened and partially obscured by the trees located on either side of the sign in the landscaped area at the corner of the site. This would minimise the impacts from the size and illumination of this sign on the apartments on the opposite side of Brisbane Street and other future residential development on either side of Brisbane Street. The sign would also be orientated towards Brisbane Street which is a mixed use corridor and would not erode its visual quality; and
- The DRP Chair is supportive of the proposal, stating that the level of signage is appropriate and addresses the 180 degree nature of the site.

A condition has been recommended requiring the signage to not contain any flashing, intermittent or running lights. This is to ensure that the proposed illuminated and digital signage does not detract from the street or the amenity of adjoining properties. The condition also specifies that the signage is not to exceed a standard brightness of 300 candelas per square metre between sunset and sunrise to minimise impacts of lighting at night on nearby residential properties. An accompanying advice note is also recommended to specify that all lighting should satisfy the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting and be oriented to eliminate disturbance to adjoining properties.

A condition has also been recommended to ensure that signage on site does not display third-party advertising material which does not relate to services or products offered on the site, as per the standards of the Signage Policy.

## <u>Traffic</u>

The applicant has submitted a traffic impact statement (TIS) prepared by Transcore to support the proposal. This is included as **Attachment 4**.

The TIS outlines the following:

- The proposal consists of a light vehicle canopy with four fuelling positions for vehicles, a store building and five on-site car parking bays including one ACROD bay;
- Vehicle access to the subject site would be via the existing full movement crossovers on Brisbane Street and Pier Street;
- Deliveries and waste collections would be accommodated within the development site using small trucks up to 7.0 metres long. These will occur outside of peak site trading hours to minimise any traffic conflict within the site;
- Fuel tankers and service vehicles would enter the subject site via the existing Brisbane Street crossover and exit via the existing Pier Street crossover. These fuel tankers would be smaller, being up to 17.0 metres long, and would be used to service the site outside peak hours to minimise potential traffic conflict within the site;
- Pedestrian access to the development would occur via the existing pedestrian paths on the surrounding streets;
- The TIS provides a comparison of the trip generation of the existing service station and the proposed development. It sets out the following:
  - The existing development generates approximately 822 vehicular trips per day (both inbound and outbound) with approximately 50 and 56 trips during the weekday AM and PM peak hours;
  - The proposal involves upgrading the existing service station, removal of the mechanical workshop component, expansion of the store component, and includes the same number of vehicle fuelling positions. The trip generation of the proposal should be similar to the existing service station given the number of fuelling positions remains the same, but due to the improved facilities which are

expected to be more convenient and attractive, the trip generation is conservatively assumed to be 25 percent more than the existing service station; and

 Accordingly the proposal would generate approximately 1,028 vehicular trips per day (both inbound and outbound) with approximately 63 and 70 trips during the weekday AM and PM peak hours respectively.

The TIS concludes that the conservative estimate of an additional trip generation of approximately 206 daily trips and 13 and 14 vehicles per hour during the weekday AM and PM peak hours respectively would have an insignificant impact on the traffic operations of the surrounding road network.

The Western Australian Planning Commission's Transport Impact Assessment Guidelines for Developments state that an increase in traffic of less than 10 percent of a road's capacity would not normally have material impact on any particular section of road. It states that an increase of 100 vehicles per hour for any lane can be considered as equating to around 10 percent of capacity. As the proposal is expected to result in increased traffic flows of 13 to 14 vehicles per hour which are well within this acceptable threshold, further detailed analysis is not warranted and the traffic increase on the surrounding road network would be limited.

The TIS has been reviewed by the City's Engineering team and is acceptable. There is not expected to be any additional impact on the vehicle and pedestrian environment surrounding the subject site, including during events at HBF Park. This is because the subject site would remain for use as a service station and the proposal is expected to result in a limited and acceptable increase in traffic.

A condition has been recommended requiring a waste and servicing management plan to be provided prior to issue of a building permit to ensure that the vehicle sizes and delivery and waste collection times are in accordance with those specified in the TIS and are implemented. These delivery and waste collection times would need to occur within the time periods specified in recommendations of the acoustic report to avoid noise impacts.

### <u>Noise</u>

The applicant has submitted an acoustic report prepared by Reverberate Consulting in accordance with the City's Policy No. 7.5.21 – Sound Attenuation (Sound Attenuation Policy). This is included as **Attachment 5**.

The acoustic report concludes that the forecast noise emissions from the proposed development would comply with the *Environmental Protection (Noise) Regulations 1997* subject to recommended treatments to control noise emissions outlined in a Noise Management Plan (Appendix A) in **Attachment 5**. These treatments include the following:

- Deliveries and refuse collection to occur within day time hours between 7am and 7pm from Monday to Saturday, and to be carried out in the quietest reasonable and practicable manner. This includes minimising reversing of trucks, the use of "broad band" or "white noise" reversing beepers, and vehicle manoeuvring on site to be a maximum of 5-8 kilometres per hour with low engine revolutions;
- A barrier to be installed with specified materials on the roof to enclose the rooftop plant on all sides, as well as a 2.4 metre high barrier to be installed along the western boundary;
- Signage to be installed in the carpark to remind patrons to keep noise to a minimum;
- No music to be played through any outdoor speakers, which should only be used for the purposes of emergency messaging and patron management; and
- The sound power level of the tyre refill beepers to not exceed 81 decibels at night, 86 decibels during evenings and on Sunday/public holidays, and 91 decibels during the daytime on all other days of the week.

The report has been reviewed by the City's Health Services team and is acceptable. These abovementioned acoustic attenuation measures would ensure the service station does not unreasonably impact the amenity of the locality.

A condition has been recommended requiring the implementation of the recommendations of the acoustic report.

### **Environmental Considerations**

The City received submissions during community consultation which raised concerns that the proposal would result in environmental impacts, including noise, air, odour and light pollution.

Potential environmental impacts from the proposal would be addressed as follows:

- Noise has been addressed through details contained in the acoustic report submitted, which for the reasons outlined above is acceptable and demonstrates that noise generated by the development would not unduly impact the amenity of surrounding properties;
- Risk and gaseous emissions would be addressed by the applicant being required to obtain an amended Dangerous Good Licence from DMIRS prior to commencing operations. This would be required due to the new operator of the service station and the changes proposed to the site, including replacement of the existing fuel tanks and lines. As outlined earlier in the in the Community Consultation/Advertising section, DMIRS has recommended advice notes to ensure that the proposal satisfies the requirements of the Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007;
- Odour that is not linked to gaseous emissions is not a common concern associated with service stations. The applicant has advised in their anti-social behaviour management plan included as Attachment 6 that the site as well as the bins and refuse area would be regularly cleaned and maintained which would minimise odour impacts from these sources. To address odour impacts from food production an advice note has been recommended to state that the food business must comply with the *Food Act 2008, Food Regulations 2009* and the Australia New Zealand Food Standards Code, and must obtain the necessary food business approvals from the City; and
- Light impacts have been addressed in the Signage section of this report, and for the reasons outlined would not unduly impact the amenity of the surrounding properties due to the location of the signage and the conditions and advice notes which have been recommended. An accompanying advice note is also recommended to specify that any other lighting should satisfy the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting and be oriented to eliminate disturbance to adjoining properties.

The above would ensure that the development would be consistent with the priority health outcomes of the City's *Public Health Plan 2020-2025*. This includes reduced exposure to environmental health risks, mitigate the impact of public health emergencies, and reduced injuries and a safer community.

The contamination status and ongoing remediation of the subject site outlined in the Background section of this report are a separate matter that is being dealt with by DWER under the *Contaminated Sites Act 2003*. This is separate to Council's consideration of this planning application for alterations and additions to an existing service station under the *Planning and Development Act 2005*. As outlined in the Community Consultation/Advertising section, advice notes have been included to advise the applicant of what needs to be addressed in consultation with DWER prior to commencing and during any works at the subject site. Through this process any environmental impacts related to the contamination status of the subject site and any works would be addressed.

### Anti-Social Behaviour

The City received submissions during community consultation which raised concerns that the proposal would result in increased anti-social behaviour in the area, particularly due to it operating 24 hours a day. Concerns were raised with the associated impacts of anti-social behaviour on the surrounding area and adjoining properties, including noise, litter, property damage and safety along with the lack of a management strategy to address this.

In response the applicant submitted an anti-social behaviour management plan following community consultation concluding. This is included as **Attachment 6** and identifies the site context as well as key characteristics and risks of anti-social behaviour which could occur at the site. It then outlines a series of design and management measures to address these risks, and these are summarised as follows:

- The sales counter has been positioned to allow a clear line of sight from the sales position to each part
  of the building internally, the fuel court outside and the public realm beyond. This is assisted by glazing
  being maximised on the building façade, allowing for active and passive surveillance of these areas;
- Appropriate lighting to ensure that any areas with potential for concealment or shadowing are well-lit. The inclusion of active measures such as CCTV is to be considered where required for improved visibility;
- Use of robust fittings and materials, including graffiti-resistant materials to protect against damage;
- The toilet to be clearly signposted, well-lit and located where the entrance can be seen from the sales position and from the general retail area;

- Placement of signs reminding customers to respect local residents when leaving the site, particularly late at night, by leaving in a quiet and orderly manner without undue delay. Staff are to remind customers of this where necessary;
- Provision of a monitored panic/alarm button for use at any time in emergency situation;
- Staff to ensure that the footpath, gutter, building entry and surrounds are kept clean and clear of litter at all times;
- Vandalism and graffiti to be removed within 24 hours, or otherwise as soon as possible;
- Broken light fixtures or bulbs within the service station or on the site to be replaced within 24 hours;
- Bins are regularly emptied and cleaned, with the designation of a dedicated separate refuse enclosure where waste and recycling bins are stored prior to collection and removal from the site;
- Landscaped areas to be kept tidy and maintained;
- Windows are not obstructed (for example with merchandise or signage) that could hinder surveillance;
- An Incident Register is to be maintained where customer and incident details can be recorded for later action if necessary;
- All staff of the service station as part of the induction process are to be provided with a copy of this management plan and required to become familiar with it; and
- Staff are to be trained in relevant security and safety procedures to enable them, in the event of criminal
  or anti-social behaviour, to act in a manner to best protect customers and staff of the service station; to
  prevent property damage or loss; and to prevent adverse impact on the public realm. Staff are to report
  any suspicious or anti-social behaviour on-site or in the vicinity to management of the operator, and/or
  the local police.

The management plan states that it and the strategies included would be reviewed on a regular basis, and in any case no less frequently than once every two years. It also states that the operator is committed to ongoing consultation with adjoining property owners, Council and other stakeholders to foster a better understanding of potential impacts of the service station on the locality. The operator has undertaken to consider and discuss issues of this kind as and when they arise.

The management plan has been reviewed by Administration and is acceptable.

A condition has been recommended requiring the proposal to operate in accordance with this management plan, and for it to be reviewed every two years, as improvements are identified or within 30 days of the service station operator changing. This would ensure that any issues or complaints that arise during the initial period of operation can be addressed in an updated management plan. The applicant has agreed to this. Consistent with the management plan measures, conditions have also been recommended requiring an anti-graffiti coat to be applied to all external surfaces of the development and for windows to be unobscured and to maintain an active and interactive relationship with Brisbane Street.

## <u>Heritage</u>

The subject site adjoins HBF Park (Perth Oval) to the east which is a heritage-listed place and is included on the State Register and the City's Municipal Heritage Inventory as a Management Category A place.

The statement of significance is as follows:

"Perth Oval (fmr Loton Park) occupies the site of a former lake and market garden, before it was offered to the City of Perth, by William Loton, for use as a public recreation area. Established during the 1900s Perth Oval has been one of the long term premier sporting venues in metropolitan Perth, until the advent of more specialised sporting venues from the mid 1980s, including interstate football matches and cricket games. More latterly it has been the home of Perth Glory soccer team. Perth Oval entry gates are one of the state's finest examples of the Interwar Mediterranean style for recreational purposes. The mature trees of the perimeter planting are representative of the Paradise landscape style of planting that is characteristic of public parks and gardens established in Perth at the turn of the century."

As identified in the heritage listing and the Heritage Council's advice, Perth Oval is listed for its identified cultural heritage significance and the Heritage Council advised that this would not be impacted by the proposal.

The proposal has also been assessed against the City's Heritage Policy and the acceptable development criteria for development adjacent to heritage listed buildings. These guidelines have been satisfied as the proposal does not seek to imitate, replicate or mimic historic architectural styles, and the proposal is clearly distinguishable from the adjacent heritage listed place. The development's scale and mass respects the

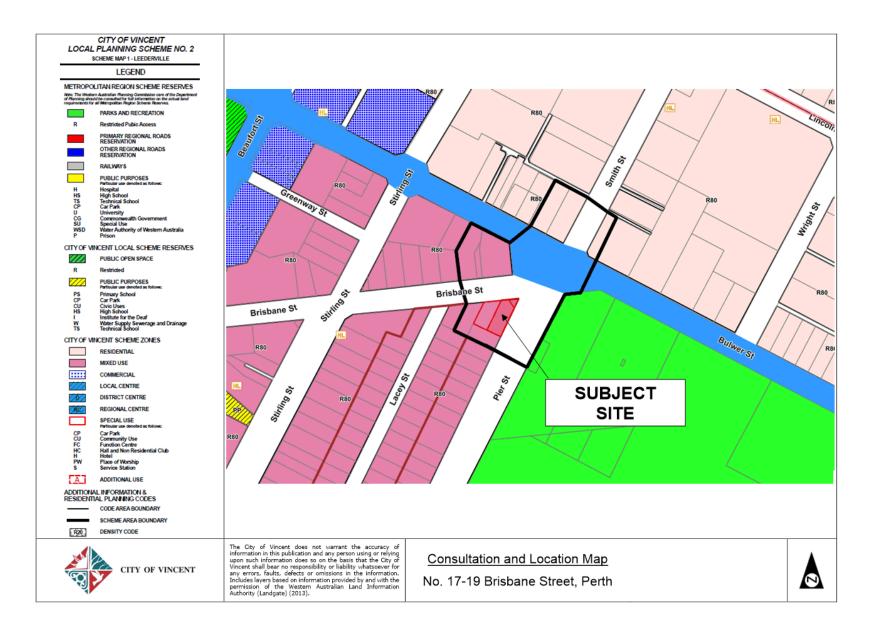
adjacent heritage place and would not impact existing views and vistas given that the existing built form of the subject site is largely being retained.

The DRP Chair also stated that the proposed façade uses a contemporary language of a convenience store facility and would not detract from the Perth Oval entry gates.

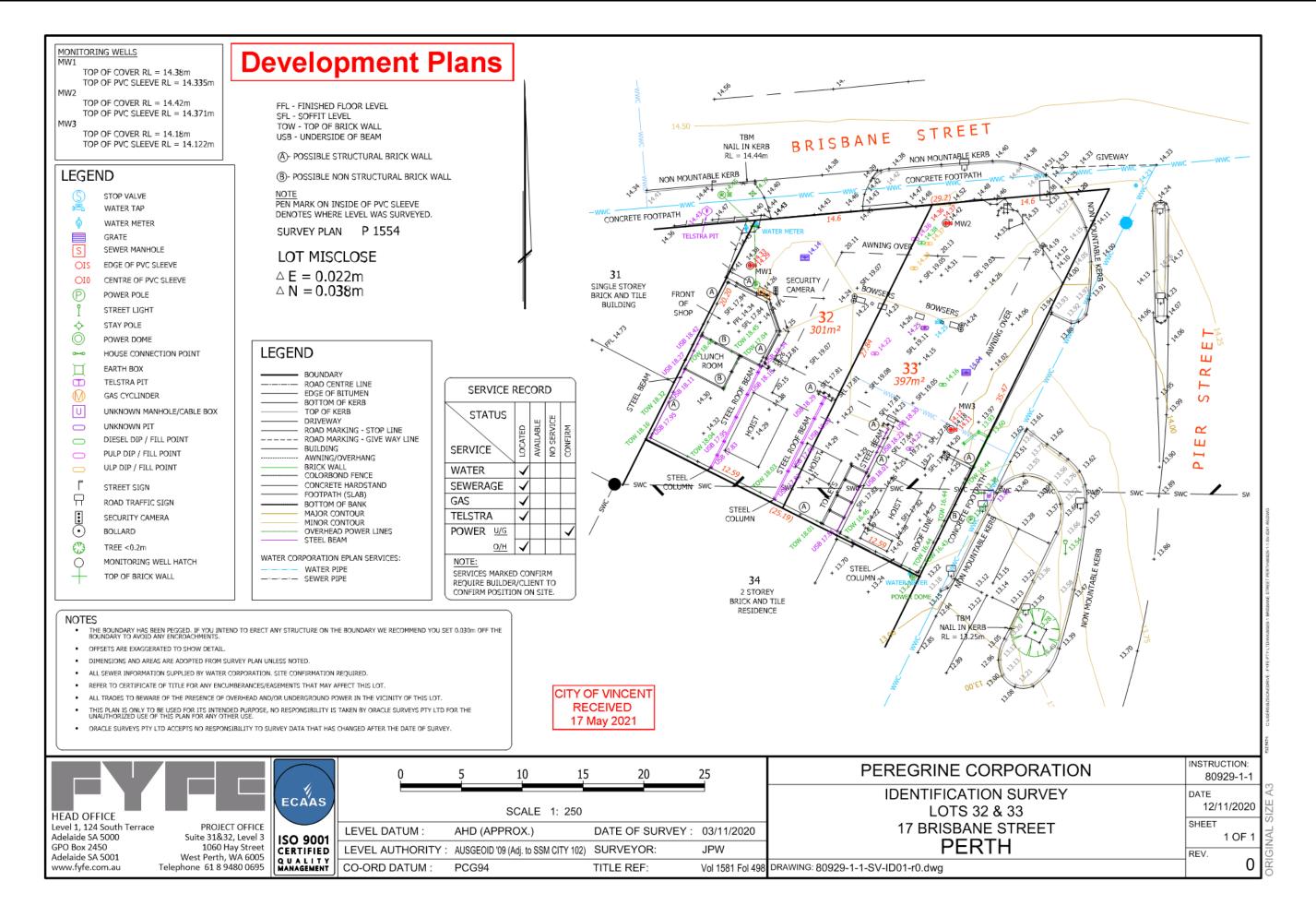
### Waste Management

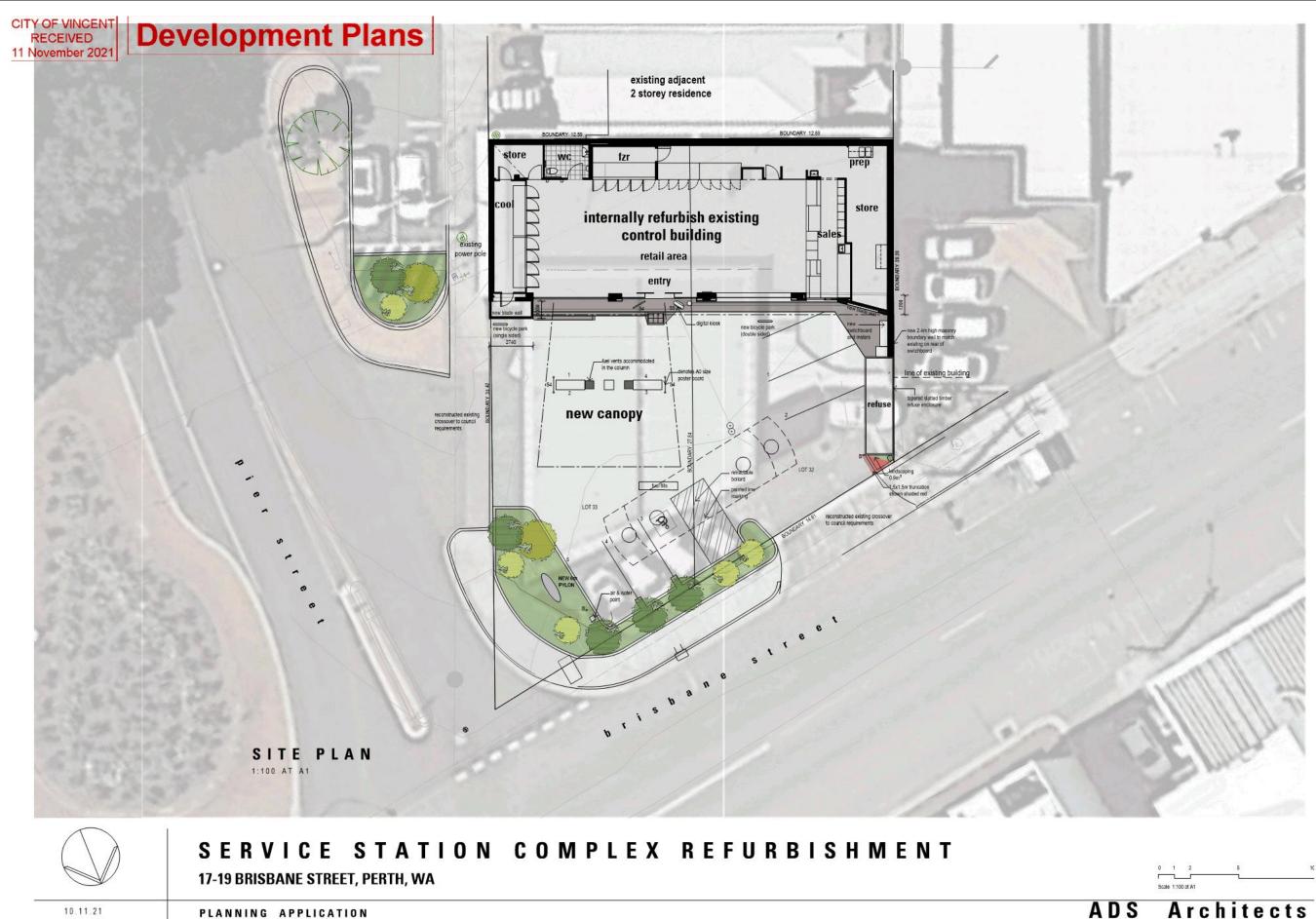
The applicant has not submitted a Waste Management Plan to the City at this stage. A refuse area is indicated on the development plans along the western boundary of the subject site which is enclosed and screened from the street and adjoining properties in a tapered slatted timber enclosure. This satisfies the acceptable outcomes of the Built Form Policy relating to public domain interface and waste management.

A condition has been recommended requiring the submission of a Waste Management Plan prior to issue of a Building Permit for the proposed development to ensure that private waste collection and disposal arrangements are detailed and are to the satisfaction of the City.



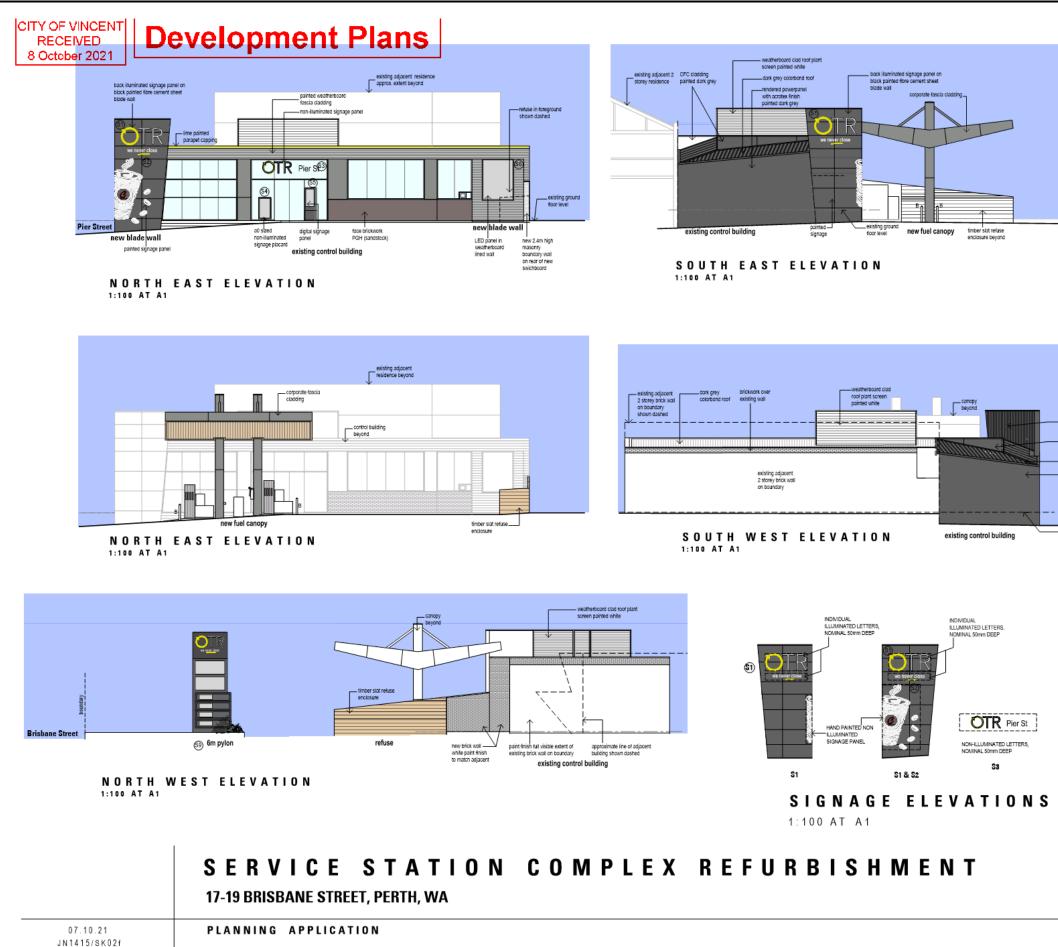


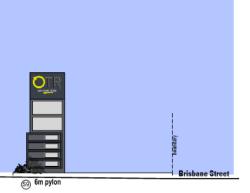




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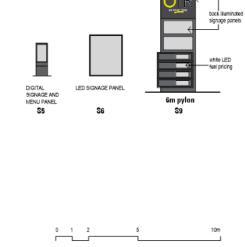
93 Gilles Street Adelaide 5000 T:82232244







A0 SIZED NON-ILLUMINATED SIGNAGE PLACARD \$4



# Urban Design Study:

Please outline how each of the following elements have been addressed and attach any relevant or supporting photos, images, diagrams or drawings where applicable.

Description	Applicant comment			
Context & Character Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.				
Demonstrate how you have reviewed the natural environment including topography, local flora and fauna.	A site visit and photography were undertaken on 26 April 2021. The site and locality are generally flat. The locality is heavily modified and developed. Local flora comprises predominantly introduced species and fauna is consistent with the developed urban nature of the locality. Sample photographs accompany this report.			
Demonstrate consideration of the site's streetscape character.	The site's streetscape character is representative of its inner-city location, with a diverse range of commercial and residential land uses in the locality. The site lies at the interface between these inner-city land uses to the south and west, and the landscaped surrounds of HBF Park to the east.			
Demonstrate review of the built and natural environment of the local context to a radium of 400m - 1000m.	The local context is shown in the Locality Plan accompanying this report and is inner urban in nature. The natural environment is heavily modified. The built environment is a diverse mix of residential and commercial built form, of varying ages and styles, but predominantly of low scale and moderate height (2-3 storeys maximum). HBF Park and its surrounds are a local landmark and a focal point for activity and movement.			
<ul> <li>Demonstrate how the site's context and character influenced the development.</li> <li>Consider the following: <ul> <li>History of the local area;</li> <li>Heritage listed buildings in the area;</li> <li>High quality contemporary buildings in the area;</li> <li>Materials, textures, patterns from high quality heritage/character as well as contemporary buildings in the area; and</li> <li>Movement patterns/laneways.</li> </ul> </li> </ul>	The earliest history of the locality is as part of the bed of Stones Lake. The designation of the site as part of Registered Aboriginal Site 3573 recognises the mythological, camping and hunting activities of the traditional owners. Given the already-developed nature of the site and locality, the proposed development will not further affect these heritage values.			
	Perth Oval (now HBF Park) has shaped the history of the locality since the early 20 <sup>th</sup> century. The heritage-listed entry gates and the landscaped surrounds recall the history of the oval, as the home ground of the East Perth Football Club and as a centre for other codes and sports. Sporting activities continue, along with use of the venue for concerts.			
	The present application proposes to refurbish an existing facility of outdated appearance and function by introducing retail space in place of vehicle workshops and by upgrading the materials and visual presentation of the site to a modern, contemporary commercial standard that is consistent with, and complementary of, the wide range of built form character in the locality. This improved facility will better serve residents of the locality and users of HBF park alike, and in particular serve visitors arriving at or leaving the venue by way of Brisbane Street, Pier Street and Bulwer Street.			

Landscape quality

Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.

Demonstrate review of the existing landscaping of the site and the street including mature trees, species and natural features	The site is currently without landscaping. Within the constraints of the size and shape of the site, the Landscape Plan accompanying this application will provide landscaping that enhances the site and complements the locality, including the garden in front of HBF Park and the large established street trees in Pier Street.
Demonstrate how the landscape quality of the streetscape and surrounding context has been incorporated into the building and landscape design.	As above.

CITY OF VINCENT

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Description	Applicant comment		
	massing and height that is appropriate to its setting and successfully and the intended future character of the local area.		
What is the building massing and height of the streetscape? How has this been incorporated into the design?	The building massing and height of the streetscape is varied. Older built form is generally small scale and low in height (1-2 storeys), with minimal setback to the street frontage. More recent built form is in some instances taller (2-3 storeys) and set back from the principal street boundary to provide for landscaping or vehicle loading and parking areas.		
How does the development respond and contribute to the builtform and scale of the streetscape?	The proposed development does not materially alter the massing, height o scale of the existing built form on the site. It provides for a more contempor design expressed in more modern materials and finishes that is consistent other contemporary built form in the locality.		
Demonstrate how the development encourages an activated and vibrant streetscape environment.	An existing outdated building will be brought up to modern standards with improved street front activation and presentation. Activation is increased by the replacement of vehicle servicing bays with an improved building entry ar glazed shopfront. Sightlines between the building and the surrounding street are improved through the replacement of the existing flat fuel canopy with a "butterfly" canopy. The site will trade 24/7, increasing vibrancy of the localit and providing increased opportunities for passive surveillance.		
Functionality & Build Quality Good design meets the needs of users ef benefit and performing well over the	ficiently and effectively, balancing functional requirements to deliver optimu full life-cycle.		
Demonstrate how the proposed design complements the use of the building.	Changes to the existing building on the site have been designed to improve and enhance the use of the site by customers and staff, based on the applicant's extensive experience in building and operating similar sites in WA and elsewhere in Australia.		
Sustainability Good design optimises the sustainability economic outcomes.	of the built environment, delivering positive environmental, social and		
Demonstrate how the building performance has been optimised using suitable orientation and layoutof internal spaces.	Changes to the existing building on the site have been designed to improve and enhance the use of the site by customers and staff, based on the applicant's extensive experience in building and operating similar sites in W/ and elsewhere in Australia.		
Amenity Good design optimises internal and exten working environments that are comfort	rnal amenity for occupants, visitors and neighbours, contributing toliving and able and productive.		
Demonstrate how the development optimises amenity for occupants, adjoining neighbours and onlookers	Amenity impacts of the proposed development will improve on the current site condition and will comply with applicable standards. Refer acoustic report an other material accompanying the application.		
Legibility Good design results in buildings and plac people find their way around.	ces that are legible, with clear connections and memorable elements tohelp		
Demonstrate how the design allow users and visitors to navigate through the development.	The development provides a clear, direct, visible and coherent pathway onto the site and into the control building from all street frontages.		
Safety Good design optimises safety and securit	y, minimising the risk of personal harm and supporting safe behaviour and use.		
Demonstrate how the layout of	By allowing for day and night activation of its street frontages and providing opportunities for passive surveillance over those streets and nearby open		

Description	Applicant comment			
<b>Community</b> Good design responds to local community needs as well as the wider social context, providing buildings andspaces that support a diverse range of people and facilitate social interaction.				
Demonstrate how the development contributes to a sense of community, encouraging social engagement and enabling stronger communities.	The development will provide members of the community with the opportunity to satisfy a wide range of day-to-day needs without leaving the locality, encouraging social interaction. The development will provide employment opportunities for members of the local community.			
Aesthetics Good design is the product of a skilled, judicious design process that results in attractive and inviting buildingsand places that engage the senses.				
Demonstrate how the surrounding context and character has been incorporated into the design of the development.	The proposed development responds to the contemporary commercial built form character and materials of the buildings on the north side of Brisbane Street which face the site. At the same time it maintains a low scale, low height built form character which is consistent with the mixed, but more			

Please complete all sections of this application and send to mail@vincent.wa.gov.au along with all relevant attachments. Alternatively, you can submit your application in person at our Administration Centre (244 VincentStreet, Leederville) or post to PO Box 82, Leederville, 6902.

CITY OF VINCENT

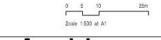
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SERVICE STATION COMPLEX REFURBISHMENT 17-19 BRISBANE STREET, PERTH, WA

23.02.21 JN1415/SK00 PLANNING APPLICATION



# ADS Architects

93 Gilles Street Adelaide 5000 T:82232244

#### Proposed OTR Perth (Pier Street) – 17-19 Brisbane Street, Perth – Site and Locality Photographs – April 2021





Existing site conditions – view from Brisbane Street south-eastwards across site

View to HBF Park (Perth Oval) south-eastwards across site



View to north side of Brisbane Street north-westwards across site



View of west side of Pier Street south of site

#### Proposed OTR Perth (Pier Street) – 17-19 Brisbane Street, Perth – Site and Locality Photographs – April 2021



Existing conditions on south side of Brisbane Street, west of site

View of north side of Brisbane Street looking east





Existing conditions on Pier Street, south of site

West side of Pier Street looking south



Proposed Service Station Redevelopment

17 - 19 Brisbane Street, Perth

Transport Impact Statement

PREPARED FOR: PC Infrastructure Pty Ltd

January 2021

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APPENDIX A – PROPOSED DEVELOPMENT SITE PLAN

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## 1.0 Introduction

This Transport Impact Statement (TIS) has been prepared by Transcore on behalf of PC Infrastructure Pty Ltd with regards to the proposed redevelopment of the existing service station located at 17 - 19 Brisbane Street, Perth in the City of Vincent.

The Transport Impact Assessment Guidelines for Developments (WAPC, Vol 4 – Individual Developments, August 2016) states: "A Transport Impact Statement is required for those developments that would be likely to generate moderate volumes of traffic<sup>1</sup> and therefore would have a moderate overall impact on the surrounding land uses and transport networks".

**Section 6.2** of Transcore's report provides details of the estimated trip generation for the proposed redevelopment. Accordingly, as the net increase in the peak hour vehicular trips are estimated to be less than 100 trips, a TIS is deemed appropriate for this development.

The subject site is bounded by Brisbane Street to the north, Pier Street to the east and commercial/ residential properties to the west and the south as shown in **Figure 1**. The subject site is located at the south west corner of the T- intersection of Brisbane Street and Pier Street. Vehicular access to the subject site is currently available by two full movement crossovers, one on Brisbane Street and one on Pier Street.

The subject site is currently occupied by a service station with a small shop, 4 fuelling positions (2 bowsers) and vehicle servicing workshop facility as shown in **Figure 2**.

Key issues that will be addressed in this report include the traffic generation and distribution of the proposed redevelopment and the access and egress system.

<sup>1</sup> Between 10 and 100 vehicular trips

t20.346.sm.r01c



Figure 1: Location of the subject site



Figure 2: Subject site

t20.346.sm.r01c

# 2.0 Proposed Development

The subject site is currently occupied by a service station with a small shop, 4 fuelling positions (2 bowsers) and vehicle servicing workshop facility. The proposal is for redevelopment of the site by removing the vehicle servicing workshop facility and expanding the small shop into a convenience store with new fuel canopy and bowser system.

The proposal will not change the existing crossovers and the number of existing fill points.

According to the proposed redevelopment plan attached in **Appendix A**, the new service station comprises of:

- Light vehicle canopy with 4 fuelling positions for light vehicles;
- A convenience store building; and,
- 4 5 on site car parking bays inclusive of one ACROD bay.

Vehicular access to the subject site will be via the existing full movement crossovers on Brisbane Street and Pier Street.

Deliveries and waste collections will be accommodated within the development site using small trucks up to 7.0m long. A refuse enclosure is proposed within the site. The service/rubbish collection truck will park within the site for the purposes of carrying out their functions as per current operations. However, with the revised layout, parking bay 2 is considered an option to be used by service/rubbish vehicle for a short period of time. It is generally recommended that service/rubbish trucks access the site outside of peak site trading hours to minimise any traffic conflict within the site.

Fuel tankers and service vehicles are proposed to enter the site via existing Brisbane Street crossover and exit via existing Pier Street crossover. Smaller fuel tankers up to 17.0m long are proposed to service the site outside the peak hours to minimise the potential traffic conflict within the site

Pedestrian will access the proposed redevelopment via the existing pedestrian paths on the surrounding roads including Brisbane Street, Pier Street and Pier Street Service Road.

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# 3.0 Vehicle Access and Parking

## 3.1 Access

The existing crossovers of the subject site are shown in **Figure 3.** Currently, there are two full movement crossovers on Brisbane Street (crossover 1) and Pier Street (crossover 2) serving the subject site. The proposal will not modify the location or layout of the existing crossovers.

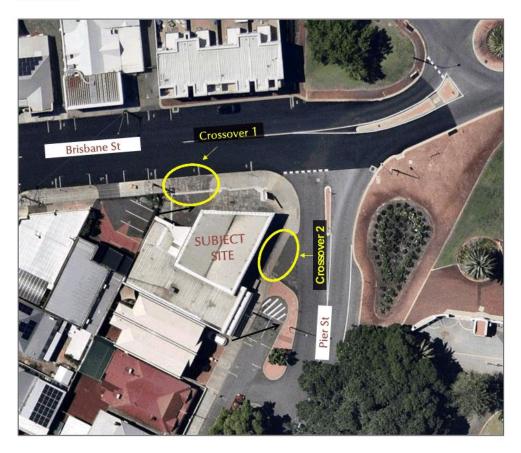


Figure 3: Existing crossovers

## 3.2 Parking

The proposed redevelopment entails parking provision of 5 on-site car parking bays (inclusive of one ACROD bay).

It is considered that the proposed parking provision is adequate to meet the parking demand of the proposed redevelopment.

t20.346.sm.r01c

# 4.0 **Provision for Service Vehicles**

Fuel tankers and service vehicles are proposed to enter the site via existing Brisbane Street crossover (crossover 1) and then exit via existing Pier Street crossover (crossover 2).

Small trucks up to 7.0m long are proposed for the purpose of delivery and rubbish collection. Smaller fuel tankers up to 17.0m long are proposed to service the site. The deliveries and rubbish collection are proposed to generally take place outside the peak hours to minimis any traffic conflict within the site.

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# 5.0 Hours of Operation

The development is expected to operate 24/7.

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# 6.0 Daily Traffic Volumes and Vehicle Types

## 6.1 Trip Generation

### 6.1.1 Existing trip generation

The existing service station with a small shop currently comprises 4 fuelling positions and vehicle workshop facility. The traffic volumes that would be generated by existing development has been estimated using trip generation rates provided in *the ITE Trip Generation Manual* 10<sup>th</sup> Edition which are as follows:

### Gasoline/Service Station with Convenience Market (945) – Regular Fuelling Points

- 🗍 AM Peak Hour: 12.47 trips per fuelling point
- PM Peak Hour: 13.99 trips per fuelling point
- Weekday: 205.36 trips per fuelling point

It should be noted that currently the proposed service station does not have a convenience store, however, the trip rates outlined above from ITE 10 entails the trips from a convenience store. For simplicity, the trip generation of the existing small shop and the workshop was assumed to be equal to a convenience store trip generation.

Accordingly, it is estimated that the existing development generates approximately **822** vehicular trips per day (both inbound and outbound) with approximately **50** and **56** trips during the weekday AM and PM peak hours respectively.

### 6.1.2 Proposed redevelopment trip generation

The proposed redevelopment plan attached in **Appendix A** entails a new service station with a convenience store comprising of new light vehicle canopy with 4 light vehicle fuelling positions. In comparison with the existing development the number of light vehicle fuelling positions remains the same and therefore realistically, the trip generation of the proposed redevelopment should be similar as the existing development.

However, due to the proposed redevelopment and improved facilities which would be more convenient and attractive, the traffic generation of the proposed redevelopment is conservatively assumed to be 25% more that the existing estimated situation.

Accordingly, it is estimated that the proposed redevelopment would generate approximately **1,028** vehicular trips per day (both inbound and outbound) with approximately **63** and **70** trips during the weekday AM and PM peak hours respectively.

### 6.1.3 Traffic Impact Comparison

In comparison to existing land use, the net traffic change as a result of the proposed redevelopment is estimated to be approximately +206 daily trips with about +13vph

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and+14vph for morning AM peak and afternoon PM peak hours respectively as illustrated in **Table 1**. This level of traffic impact will have an insignificant impact on the traffic operations of the surrounding road network.

	Existing Development	Proposed Redevelopment	Net Increase
Weekday Daily	822	1028	+206
Weekday AM Peak Hour	50	63	+13
Weekday PM Peak Hour	56	70	+14

#### Table 1: Trip generation comparison table

## 6.2 Impact on the Surrounding Road Network

The WAPC *Transport Impact Assessment Guidelines for Developments* (2016) provides guidance on the assessment of traffic impacts:

"As a general guide, an increase in traffic of less than 10 percent of capacity would not normally be likely to have a material impact on any particular section of road, but increases over 10 percent may. All sections of road with an increase greater than 10 percent of capacity should therefore be included in the analysis. For ease of assessment, an increase of 100 vehicles per hour for any lane can be considered as equating to around 10 percent of capacity. Therefore, any section of road where the structure plan traffic would increase flows by more than 100 vehicles per hour for any lane should be included in the analysis."

The proposed redevelopment will not increase traffic flows on any roads adjacent to the site anywhere near the quoted WAPC threshold to warrant further detailed analysis. Accordingly, the impact of the redevelopment traffic increase on the surrounding road network will be insignificant.

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# 7.0 Traffic Management on the Frontage Streets

**Brisbane Street,** in the vicinity of the subject site is constructed as a single carriageway two-lane road with pedestrian footpaths on both sides of the road as shown in **Figure 4** and **Figure 5**. It features on street parking on both sides of the road in the immediate vicinity of the subject site.

Brisbane Street operates under a default built up area speed limit of 50km/h in this vicinity and is classified as a *Local Distributor road* in the Main Roads WA *Functional Road Hierarchy*.

Brisbane Street forms a roundabout intersection with Bulwer Street and Stirling Street to the east and west.



Figure 4: Westbound view along Brisbane Street



Figure 5: Eastbound view along Brisbane Street

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**Pier Street,** in the vicinity of subject site is a single carriageway two lane road with pedestrian paths on the eastern side of the road in the immediate vicinity of the subject site as shown in **Figure 6** and **Figure 7**. It features on street parking on both sides of the road in the immediate vicinity of the subject site. Pier Street Service Road (east of the subject site) extends from Brisbane Street to the north and Brewer Street to the south with the pedestrian path on the western side of this road.

Pier Street is classified as an *Access Road* in the Main Roads *WA Metropolitan Functional Road Hierarchy* and operates under the speed limit of 40km/h in the immediate vicinity of the subject site. Pier Street forms a priority-controlled T-intersection with Brisbane Street to the north.



Figure 6: Northbound view along Pier Street



Figure 7: Southbound view along Pier Street

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## 8.0 Public Transport Access

Public transport services within the vicinity of the subject site are shown in **Figure 8.** The nearest bus stop is located approximately 400m west of the subject site on Beaufort Street. Bus services that operate along Beaufort Street are 66,67,68 and 950. These bus routes provide links to Elizabeth Quay Bus Station, Morley Bus Station, Mirrabooka Bus Station and Perth Bus port.

Other nearest bus services are bus routes 41,42,48 and 55 that run along Lord Street to the east of the subject site. These bus services also provide links to Elizabeth Quay Bus Station, Morley Station and other various destinations.

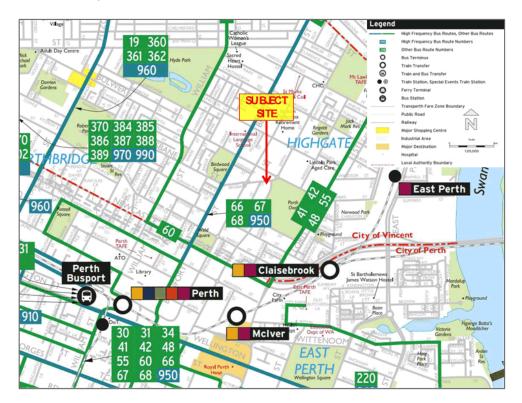


Figure 8: Public transport services (Transperth Maps)

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# 9.0 Cycle Access

The existing cyclist connectivity to the subject site is illustrated in The Perth Bicycle Network Map shown in **Figure 9**. This map shows that cyclists have direct access to the subject site via Brisbane Street which is classified as Perth Bicycle Network (PBN)-Continuous Signed Route that provides link to other path network.



Figure 9: Perth Bicycle Network Map (Department of Transport)

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# 10.0 Pedestrian Access

The subject site features good accessibility to the surrounding pedestrian path network.

Pedestrians access to the subject site is available via the existing external footpath network running along Brisbane Street, Pier Street and Pier Street Service Road abutting the subject site.

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# 11.0 Site Specific Issues

No specific issues were identified for the site within the scope of this assessment.

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# 12.0 Safety Issues

No safety issues were identified within the scope of this assessment.

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## 13.0 Conclusions

This Transport Impact Statement (TIS) has been prepared by Transcore on behalf of PC Infrastructure Pty Ltd with regards to the proposed redevelopment of the existing service station located at 17 - 19 Brisbane Street, Perth in the City of Vincent.

The subject site is presently occupied by a service station with a small shop comprising of 4 fuelling positions and vehicle servicing workshop facility. The proposal entails redevelopment of the site by removing the vehicle workshop and expanding the small shop into a convenience store. As part of the redevelopment new fuel canopy and bowser system is proposed.

The proposal will not modify the location or layout of the existing crossovers on Brisbane Street or Pier Street. The proposal also does not change the number of fill point positions.

The traffic analysis undertaken in this report shows that the net traffic change, a result of the proposed redevelopment will be low and as such would have an insignificant impact on the surrounding road network.

The site features excellent connectivity with the existing cyclist/pedestrian and public transport network. The proposed redevelopment entails 5 on-site car parking bays (inclusive of one ACROD bay) which is considered adequate to meet the parking demand of the proposed redevelopment.

Small trucks up to 7.0m long are proposed for deliveries and rubbish collection. Smaller fuel tankers up to 17.0m long are proposed to service the site. The fuel delivery and rubbish collection are proposed to occur generally outside of peak site trading hours to minimise any traffic conflict within the site.

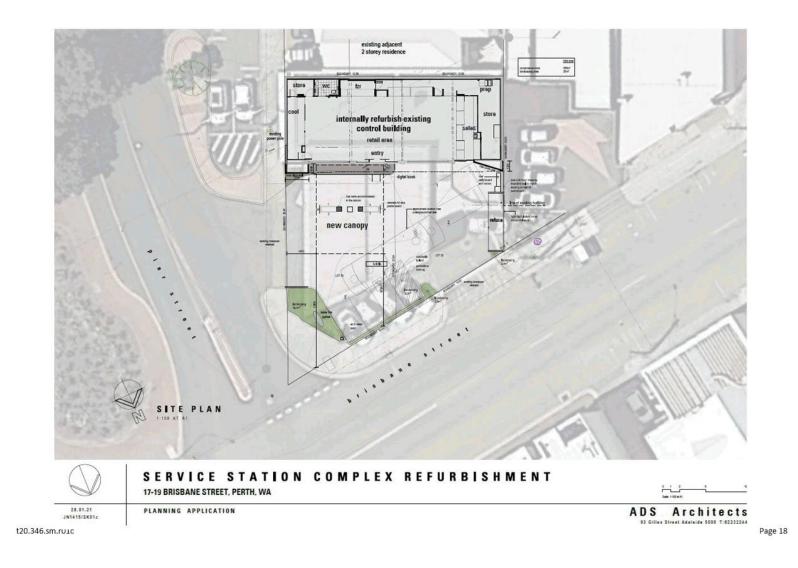
In conclusions the findings of this Transport Impact Statement are supportive of the proposed redevelopment.

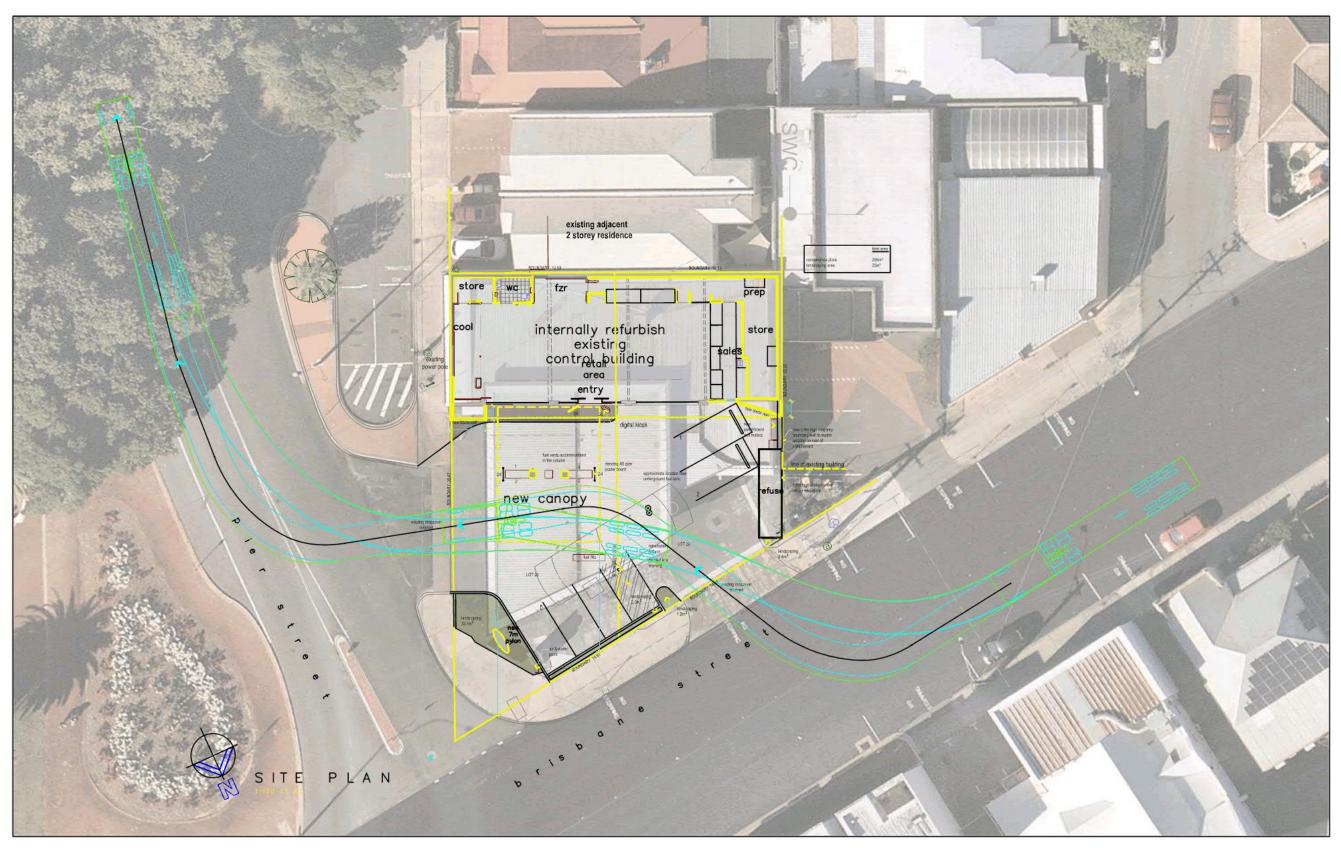
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# **Appendix A**

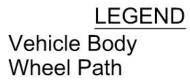
PROPOSED REDEVELOPMENT SITE PLAN

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17-19 Brisbane Street, Perth 17.25m Fuel Tanker Fuel Tanker Circulations

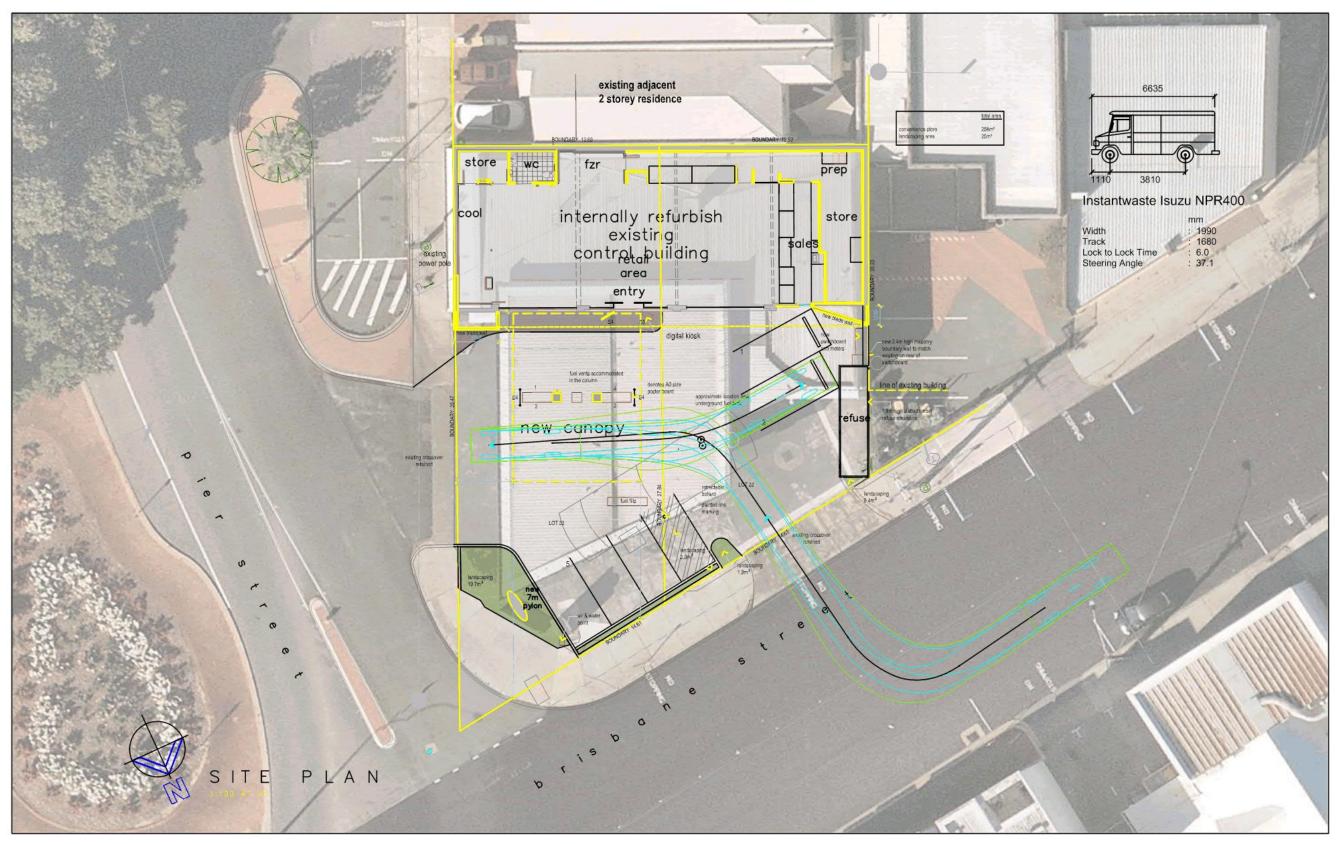




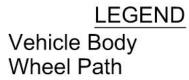
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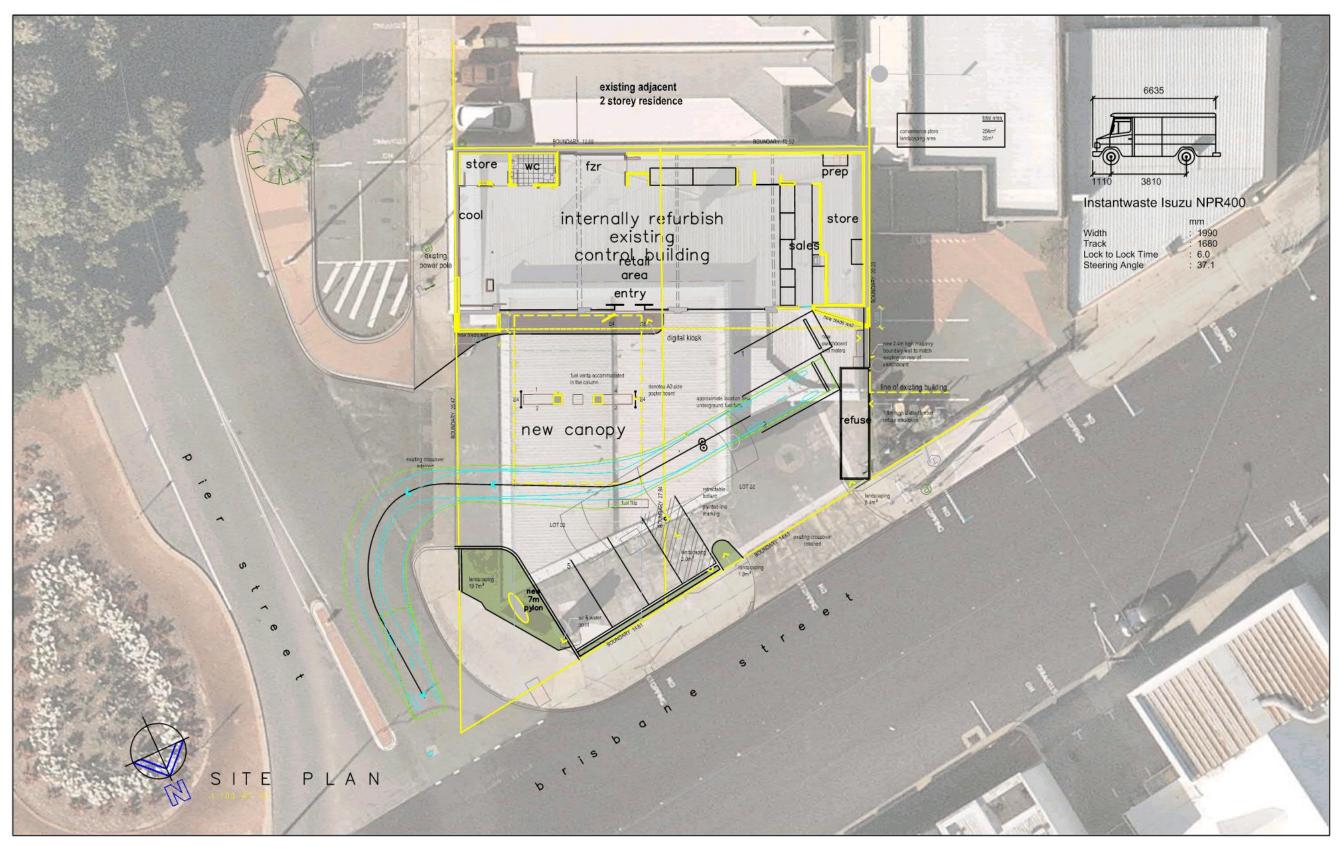
17-19 Brisbane Street, Perth 6.6m Instantwaste Isuzu NPR400 Service Vehicle Service Vehicle Entry



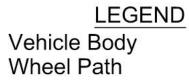


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17-19 Brisbane Street, Perth 6.6m Instantwaste Isuzu NPR400 Service Vehicle Service Vehicle Exit





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transcore

# 



Proposed Service Station 17-19 Brisbane St, Perth Environmental Noise Impact

Reference: P191058RP1

## REVERBER TE c o n s u l t i n g

### Glossary

A-weighting	A spectrum adaption that is applied to measured noise levels to represent human hearing. A-weighted levels are used as human hearing does not respond equally at all frequencies.
dB	Decibel—a unit of measurement used to express sound level. It is based on a logarithmic scale which means a sound that is 3 dB higher has twice as much energy. We typically perceive a 10 dB increase in sound as a doubling of the loudness of that sound.
Frequency (Hz)	The number of times a vibrating object oscillates (moves back and forth) in one second. Fast movements produce high frequency sound (high pitch/tone), but slow movements mean the frequency (pitch/tone) is low. 1 Hz is equal to 1 cycle per second.
L <sub>10</sub>	Noise level exceeded for 10 % of the measurement time. The $L_{10}$ level represents the typical upper noise level and is often used to represent traffic or industrial noise emission.
Laio	A-weighted L <sub>10</sub>
La10,adj	Adjusted L <sub>A10</sub> . Adjustment based on obvious tonal, impulsive or modulation characteristics in the audible noise at a receiver point. Based on the adjustment methodology in Environmental Protection (Noise) Regulations 1997 Regulation 9
L <sub>A1,adj</sub>	Adjusted, A-weighted noise level exceeded for 1 % of the measurement time. The $L_{\rm A1,\ adj}$ level represents mostly short duration, high level sound events.
L <sub>Amax,adj</sub>	Adjusted, A-weighted maximum instantaneous noise level.



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# 1. Introduction

Reverberate Consulting has been engaged by PCI Infrastructure Pty Ltd to prepare a planning stage environmental noise impact assessment for the proposed Service Station redevelopment at 17-19 Brisbane St, Perth.

This report covers the main types of environmental noise emission from the site as part of the study:

- car park and customer vehicle activity
- \_
- delivery and supply trucks mechanical plant and equipment at the site \_
- vehicle workshop \_

The purpose of this report is to present the findings of potential noise emissions from the site.



# 2.Site and Surrounds

The proposed OTR Service Station will replace an existing, operations Liberty fuels service station. It is located on a parcel of land at the intersection of Brisbane St and Pier St, Perth, refer to the Site Plan Figure 1. The existing Liberty service station buildings are to be retained, refurbished and rebranded as OTR. The main difference between the Liberty and OTR operations is that OTR is applying for extended hours of operations as shown in Table 1 below:

### Table 1 - Operating Hours - current and proposed

Activity	Liberty Service Station - Current	OTR Operations – Proposed
Convenience Store	7am to 6pm Mon-Fri 7am - 1pm Saturday	24/7
Fuel Deliveries	While open	7 am – 7 pm Mon-Sat
Other Deliveries	While open	7 am – 7 pm Mon-Sat

The dominant noisy activity for the Service Station is caused by truck and car movements. Other noise sources include mechanical services plant such as air-conditioning and refrigeration units, and the tyre refill beeper.

By maintaining current daytime operations, and expanding into the night-time period, the main noise impact will occur by the night-time activities as outlined below;

- the general operation of the convenience store,
- rooftop plant,
- tyre refill beeper and
- carpark vehicular activities such as door closing and engine starting.

There is no proposal to extend the current Liberty daytime activities such as fuel deliveries, general deliveries, and garbage collection into the night-time period. They will still continue to occur during the day.

Bulwer St, which is in the vicinity of the service station and nearby neighbours, was measured by the DMR (November 2020) to have a total of 12,304 vehicles per day (Average Mon – Fri). On this basis, and following the definitions of the Noise Regulations, it has been classified as a *secondary road* for this assessment.

The nearest and most-affected noise-sensitive sites are two and three storey neighbours directly across Brisbane St, at #24 & #26 Brisbane St respectively. Other nearby, potentially-affected residential neighbours include the upper floor of 337 Pier St, and 40 & 42 Bulwer St. These sites, through a combination of shielding and increased buffer distances are less-affected than those outlined above. Additional neighbours such as 23 & 31 Brisbane St are commercial premises which have a higher noise tolerance.





Figure 1 - Site Plan



# **3.Noise Assessment Criteria**

## 3.1 Environmental Protection Act

The Environmental Protection Act (1986) provides for the prevention, control and abatement of pollution and environmental harm. This Act limits environmental noise in Section 3 (3) as follows:

For the purposes of this Act, noise is taken to be unreasonable if -

- (a) it is emitted, or the equipment emitting it is used, in contravention of -
  - (i) this Act; or (ii) any subsidiary legislation made under this Act; or

(iii) any requirement or permission (by whatever name called) made or given by or under this Act;

or

(b) having regard to the nature and duration of the noise emissions, the frequency of similar noise emissions from the same source (or a source under the control of the same person or persons) and the time of day at which the noise is emitted, the noise unreasonably interferes with the health, welfare, convenience, comfort or amenity of any person; or

(c) it is prescribed to be unreasonable for the purposes of this Act.

Reverberate has used the above legislation to assess the noise impact from the site. More particularly, noises which have a distinct character, and are different to the ambient noise environment are assessed under the subsidiary legislation; the Environmental Protection (Noise) Regulations 1997. Such an assessment has been undertaken for noise sources such as vehicle starting & door closing, mechanical plant, including refrigeration, air conditioning & air compressor, and for reversing beepers and the tyre pressure beeper.

Other types of noises from the site, such as that generated by cars driving, or manoeuvring on site have not been assessed under the Regulation. Reference is drawn to Section 3 (3) (b) of the Act which requires the assessment to have regard to the nature, duration and time of day of such noise emissions and the frequency of similar noise emissions from the same source.



3.2 Environmental Protection (Noise) Regulations 1997

The Environmental Protection (Noise) Regulations 1997 (EPR) provide limits for acceptable noise from operations associated with industrial or commercial premises.

The Regulations specify the maximum permissible noise levels (termed assigned levels) at noise sensitive premises, caused by industrial noise, during various times of the day.

Time of day affects the assigned levels for noise-sensitive premises, as follows -

- Lowest levels at night (10 pm to 7 am any day or to 9 am Sundays and Public Holidays);
- Higher levels during the evenings (7 pm to 10 pm) and on Sundays and Public Holidays (9 am to 7 pm); and
- Highest levels during the day (7 am to 7 pm Monday to Saturday).

These assigned levels may be modified (i.e. increased) in the event that there are significant influencing land uses within 100 m and 450 m radii of the sensitive receptor, including:

- industrial land use zonings;
- commercial zonings; and
- the presence of major roads.

The influencing factor, combined with the assigned levels result in the criteria given in Table 2 for the most affected residences along Brisbane St.

Due to the proposed hours of operation, the night-time period, (i.e. 6am-7am Mon to Sat and 7am – 9am Sunday and Public Holiday) is the critical assessment period with the most stringent noise criteria. The daytime activities have additional noise sources, so they have also been assessed.

#### Table 2 - Environmental Noise Emission Criteria for the Most-Affected Residential & Commercial

Receiving	Time of Day	Assigned Level (dB)			
Premises	Time of Day	LA10	LA1	LAmax	
Noise Sensitive Premises - Highly Sensitive	0700 to 1900 hours Monday to Saturday	51	61	71	
	0900 to 1900 hours Sunday and public holidays	46	56	71	
	1900 to 2200 hours all days	46	56	61	
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	41	51	61	
Commercial	All hours	60	75	80	

These above criteria are applicable to the sources mentioned in Section 3.1 above, viz vehicle starting, vehicle door closing, mechanical plant/ air conditioning, reversing beeper and tyre refill beeper. These specific noise sources vary from current operations in that they occur at night

Note that penalties are applied to the noise sources for a variety of characteristics. Where tonality, impulsiveness or modulation is present at the nearest neighbours then these are additionally penalized where they cannot be removed from the noise signature.



# 4.Noise Assessment

### 4.1 Noise Sources

Noise emission sources, buildings and ground contours were used to develop a 3-D SoundPLAN noise model as shown below in Figure 2. This figure has general site details including the locations of modelled noise sources, noise barriers, and site & surrounding buildings.

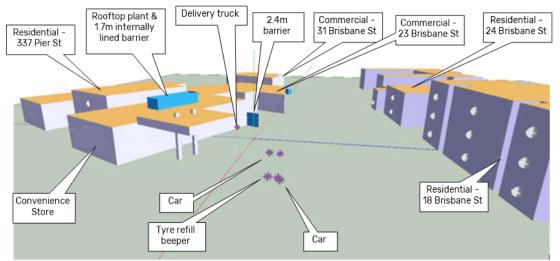


Figure 2 – 3-D SoundPLAN model of Services Station Site with Noise Sources

The noise emission levels for the project noise sources are summarised below in Table 3.



### **Table 3 Summary of Maximum Sound Power Levels**

Summary of Sound Power Levels (dB)					
Noise Source	L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>		
Passenger Car: engine start	-	-	85		
Passenger car: door close	-	-	84		
AC/refrigeration combined	80	82	82		
Tyre Refill Beeper*	-	-	88		
Air compressor (silenced)	-	71	72		
3 Exhaust fans (total)	71	72	73		
Tyre air compressor (silenced)	-	71	72		

Note \* Adjustable Noise Source - full volume data published



#### 4.2 Noise Forecast and Impact

Computer noise modelling was used to forecast the noise impacts to locations around the site. The software used was SoundPLAN Version 8.2, with the ISO9613 algorithms selected. These algorithms have been used as they allow for the influence of wind, atmospheric stability, barriers, building shielding and ground absorption. It is appropriate for the current configuration of noise sources and for the nearest receiver locations.

The Input data used in modelling includes
 Meteorological Information;

- Topographical data;
- Buildings, barriers, fences, and other features which may shield noise
- Ground Absorption; and
- Source sound levels.

The following parameters were used in modelling for night-time operations i.e., between 6am and 7am. Pasquil Stability Factor F

- Temperature 15 °C
- Wind Speed 3 m/s
- Wind Direction Worst case i.e., all directions
- Relative Humidity 50%
- Ground Absorption 0.65 in grassed areas
- 0.10 for paved areas such as roads and carparks

Adjustments were applied for the forecast noise reaching receptor locations. Where evident at the receiving locations, the following adjustments were applied:

- +10 dB where the received noise was determined to have impulsive characteristics
- +5 dB where the received noise was determined to have tonal characteristics

The forecast noise levels at sensitive receivers are summarised in Table 4 to Table 6 below. These forecasts are based on the maximum Sound Power Levels in Table 3 and the successful implementation of the Noise Management Plan in Appendix A.

The forecast noise levels 4.5m above ground level at sensitive receivers are also shown in the noise contour plots in Figure 3 to Figure 5

The Tables show that the following noise sources collectively emit the highest noise levels compared to their respective criteria:

- Night-time LA1,adj tyre refill beeper noise emission
- forecast 58 dB at 18 Brisbane St, exceeding the Assigned Level of 51 dB (Table 5)
- Combined night-time LA10,adj mechanical plant noise emissions
- forecast 37 dB at 18 & 24 Brisbane Street, Assigned Level 41 dB (Table 4)
- Night-time LA max. adj car-door closing noise emission, forecast 59 dB at 18 Brisbane St, Assigned Level 61 dB (Table 6)

It is shown that all the forecast noise emissions, apart from the tyre-refill beeper (operating at full volume), comply with the Assigned Levels. To reduce the noise emission of the tyre-refill beeper we have recommended reduced volume noise settings in Appendix A for the different operating periods.

After such adjustments we consider the noise emission from all sources at the site can be sufficiently reduced to be acceptable for the site.

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REVERBERATE c o n s u l t i n g

#### Table 4 Forecast Night-time LA10, adj noise emission (dB)

	Receiver						
	18 Brisbane	24 Brisbane	26 Brisbane	337 Pier St	40 Bulwer	42 Bulwer	23 Brisbane
Noise Source	2nd Fl	1st Fl	Grnd Fl	1st Fl	Grnd Fl	Grnd Fl	Grnd Fl
fans*	34	30	26	34	25	24	32
rooftop plant*	37	36	33	35	26	27	35
TOTAL	37	37	34	36	27	28	35
Assigned Level	40	40	40	40	40	40	60
Compliance	Achieved	Achieved	Achieved	Achieved	Achieved	Achieved	Achieved

Note \* Tonality adjustment applied

REVERBERATE c o n s u l t i n g

#### Table 5 Forecast Night-time LA1,adj noise emission (dB)

				Receiver			
	18 Brisbane	24 Brisbane	26 Brisbane	337 Pier St	40 Bulwer	42 Bulwer	23 Brisbane
Noise Source	2nd Fl	1st Fl	Grnd Fl	1st Fl	Grnd Fl	Grnd FI	Grnd Fl
Tyre beeper* (full volume)	58	51	49	42	38	43	51
fans*	40	37	30	37	30	29	35
rooftop plant*	39	37	34	30	26	28	33
compressor*	45	43	38	28	35	35	43
Assigned Level	51	51	51	51	51	51	75
Compliance	No	Achieved	Achieved	Achieved	Achieved	Achieved	Achieved

Note \* Tonality adjustment applied

REVERBERATE c o n s u l t i n g

#### Table 6 Forecast Night-time LAmax, adj noise emission (dB)

				Receiver			
	18 Brisbane	24 Brisbane	26 Brisbane	337 Pier St	40 Bulwer	42 Bulwer	23 Brisbane
Noise Source	2nd Fl	1st Fl	Grnd Fl	1st Fl	Grnd Fl	Grnd Fl	Grnd Fl
Car 1 door**	59	54	51	46	46	47	55
Car 1 engine	48	42	41	34	33	38	44
car 2 door**	59	55	53	46	48	48	57
car 2 engine	48	44	42	34	37	36	47
compressor	40	38	33	23	30	30	38
fans*	39	36	29	36	29	28	34
rooftop plant*	42	40	38	33	30	32	36
Tyre beeper* (full volume)	59	52	49	42	38	43	51
Assigned Level	61	61	61	61	61	61	80
Compliance	Achieved	Achieved	Achieved	Achieved	Achieved	Achieved	Achieved

Note \* Tonality adjustment applied

\*\* Impulsive adjustment applied





Figure 3 – Forecast L<sub>A10</sub> night-time noise contours @ 4.5m above ground (Residential Assigned Level = 41 dB)





**Figure 4 – Forecast L**A1 night-time noise contours@ 4.5m above ground (reduced volume tyre-refill beeper) (Residential Assigned Level = 51 dB)



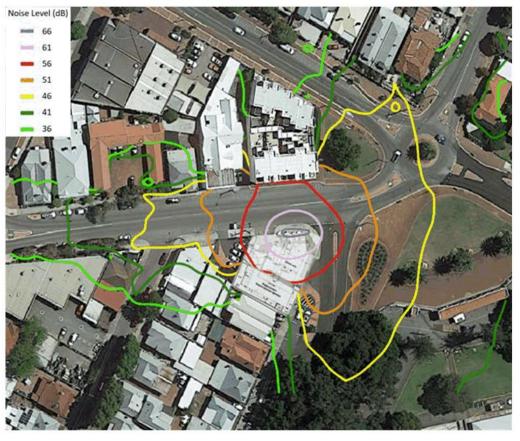


Figure 5 - Forecast  $L_{Amax}$  night-time noise contours @ 4.5m above ground (Residential Assigned Level = 61 dB)



# **5.**Conclusions

An assessment of environmental noise emission from the proposed OTR Service Station at 17-19 Brisbane St, Perth has been undertaken.

The forecast noise emission levels have been presented. The recommended treatments to control noise emissions are outlined in the Noise Management Plan (Appendix A) and these treatments have been shown to control environmental noise emission from the site so that compliance is achieved with the Environmental Protection Act (1986) and Environmental Protection (Noise) Regulations 1997.

On this basis the noise emissions from the site are considered acceptable and Unreasonable Noise, as defined in the Act is not expected from site.



# Appendix A: Noise Management Plan

The elements outlined below are recommended as part of a comprehensive Noise Management Plan. They are recommended for compliance with the Environmental Protection Act 1986 and its subsidiary legislation; the Environmental Protection (Noise) Regulations 1997.

## REVERBERATE c o n s u l t i n g

loise Source Requirements Activity General Deliveries to convenience store permitted during the daytime periods shown in Table 1 Reversing of trucks to be minimised to avoid the unnecessary activation of the reversing beeper. General "Broad band", or "white-noise" reversing beepers are recommended for all Delivery Deliveries and trucks at the site fuel deliveries Vehicle manoeuvring on site to be at a maximum of 5-8 km/h, and with low engine revs. • Refuse collection is to be carried out in the quietest reasonable and practicable manner: Equipment used for refuse collection is the quietest reasonably available Refuse Collection Collection to occur between 7 am and 7 pm Mon-Saturday, unless the contractor has a Noise Management Plan approved by Council. Alert devices, where needed, shall be selected so as to minimise their noise emission ٠ Other Noisy Plant and to orient away from the nearest neighbours. • Noise emissions not to exceed the values outlined in Table 3 Minimum 1.7m high Colorbond on the roof, enclosing rooftop plant on all four sides. • Barrier to be internally lined with NRC0.85 weather-proof material Minimum 2.4m high Colorbond on the Western boundary between retail building and refuse store Barriers All barriers to be gap-free across their entire area. Barriers to be a minimum of 8.5 kg/m2 surface area where alternative materials to Colorbond are preferred. Refer also detail in Figure 2 Grilles, Storm To be installed so as to be tight fitting. Where this cannot be achieved, hard rubber . water grates & or other durable materials are to be used for cushioning such grates/covers other metal covers To be installed in the carpark to remind patrons to keep noise to a minimum due to the proximity of neighbouring areas Signage No music to be played through any speaker on site. The use of the speaker is to be ٠ Outdoor limited to emergency messaging and patron management only Speakers Outdoor Building · Air compressors to be located inside the retail building Services plant Maximum permitted Sound Power Level of the refill beeper to not exceed; Tyre Refill 81 dBA at night 86 dBA during evenings and Sundays/public holidays Beeper 91 dBA during the daytime



# Appendix B: Determination of Assigned Level



The Environmental Protection (Noise) Regulations 1997 (EPR) provide limits for acceptable noise from operations generating excessive noise. The Regulations specify the maximum permissible noise levels (termed assigned levels) at noise sensitive premises, caused by surrounding noises, during various times of the day. Time of day affects the assigned levels for noise-sensitive premises, as follows –

- Lowest levels at night (10 pm to 7 am any day, or to 9 am Sundays and Public Holidays),
- Higher levels during the evenings (7 pm to 10 pm) and on Sundays and Public Holidays (9 am to 10 pm); and
- Highest levels during the day (7 am to 7 pm Monday to Saturday).

The baseline assigned levels from the Regulations are shown below in Table 7.

Dessiving Promises	Time of Day	Assigned Level (dB)			
Receiving Premises	Time of Day	L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>	
Noise Sensitive Premises	0700 to 1900 hours Monday to Saturday	45+IF	55+IF	65+IF	
	0900 to 1900 hours Sunday and public holidays	40+IF	50+IF	65+IF	
- Highly Sensitive	1900 to 2200 hours all days	40+IF	50+IF	55+IF	
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35+IF	45+IF	55+IF	
Noise Sensitive Premises – any area other than highly sensitive area	All hours	60	75	80	
Commercial	All hours	60	75	80	
Industrial	All hours	65	80	90	

#### Table 7 - Baseline Assigned Levels

The Assigned Levels above are then increased using an Influencing Factor (IF) as defined in the Regulations. The Influencing Factor is greater than zero where there are significant areas of land uses, within 100 m and 450 m radii of the receptor, including:

- industrial land use zonings;
- commercial zonings;
- the presence of specific sporting facilities, and
- the presence of roads carrying significant traffic.



The Influencing Factor IF has been calculated for the applicable noise sensitive receptors in the current study. The percentage of industrial and commercial land within the prescribed circles centered on the noise sensitive premises, and the presence of roads with more than 6000 vehicles per day have been assessed for the properties.

The Influencing Factor calculations for 18 & 24 Brisbane St is presented below. This assessment is consistent for the most-affected residences in this area. These factors have been added to the baseline Assigned Levels to produce the Assigned Levels in Section 3.2 above

Type of Land	450m Radius	100m radius	To	tal
Industrial Land	0%	0%	0.0	dB
Commercial Land	7%	2%	0.5	dB
Transportation Factor			4	dB
Sporting Facility			2	dB
TOTAL Influencing Factor			6	dB



# **OTR Perth (Pier Street)**

Management Plan – Anti-social Behaviour

August 2021

270 The Parade, Kensington Park, South Australia 5068 P.O. Box 322, Kensington Park, South Australia 5068 Tel: 08 8333 9777 Fax: 08 8333 9788 E: email@perecorp.com.au

# OTR Perth (Pier Street)

### Management Plan – Anti-social Behaviour

### August 2021

This Management Plan – Anti-social Behaviour (**Management Plan**) relates to the service station at 17-19 Brisbane Street, Perth, in the City of Vincent (service station).

Until 2021, the service station traded under the Liberty brand. From March 2021, the service station has been operated within the Peregrine Corporation group of companies under the Mogas brand.

As at the date of preparation of this Management Plan, an application for alterations and additions to the existing service station building is before the City of Vincent. Subject to approval of the application, the service station will be re-constructed and will trade on a 24-hour per day, 7-day per week basis under the operation of On the Run Pty Ltd (**OTR**).

This Management Plan is prepared for the purpose of:

- 1. Describing the service station site and the locality that surrounds it.
- 2. Identifying the characteristics and risks of potential anti-social behaviour relating to the service station and its operation
- 3. Identifying design features of the service station that will allow the risks of anti-social behaviour to be discouraged and managed.
- 4. Specifying ongoing management measures that will address identified risks of anti-social behaviour.
- 5. Providing for regular review and consultation in relation to the managing and minimising the risks of anti-social behaviour.

Implementation of the Management Plan will ensure that the service station is a safe, efficient and pleasant environment in which to work and visit, and that the amenity of neighbouring properties and the locality generally is preserved and maintained.

### 1. Site and context

The locality surrounding the site of the service station is inner-city in its streetscape and built form character, with a diverse range land uses nearby. The service station lies at the interface between commercial and residential land uses to the south and west, and the landscaped surrounds of HBF Park (the former Perth Oval) to the east. HBF Park and its surrounds are a local landmark and a focal point for existing activity and movement.

The proposed alterations and additions to the existing service station will refurbish an existing facility of outdated appearance and function by introducing retail space in place of vehicle workshops and by upgrading the materials and visual presentation of the site to a modern, contemporary commercial standard that is consistent with, and complementary of, the wide range of built form character in the locality.

This improved facility will better serve residents of the locality and users of the nearby HBF Park alike, including through the provision of convenience retail goods ancillary to the main service station function. It is expected that customers of the service station, both local residents and visitors, will access the site by car or bicycle, or on foot, using existing streets including Brisbane Street, Pier Street and Bulwer Street.

OTR Perth (Pier Street) Management Plan – Anti-social Behaviour

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### 2. Anti-social behaviour – characteristics and risks

OTR has many years of experience in operating service stations across South Australia, Victoria and Western Australia, in diverse locations including inner-city areas, suburban areas, along major highways and in regional and remote areas.

Learning from OTR's experience and that of the wider industry, the following are seen to be the key characteristics and risks of anti-social behaviour at the site:

- Materially detrimental noise impact, e.g. from customers at, arriving at or leaving the service station, and their associated vehicles, including customers who may gather on or near the site.
- The potential for litter generated by customers of the service station to be discarded on the site or its surrounds.
- Vandalism, graffiti or other damage to the site and/or its surrounds.
- Violence or threats of violence towards staff or customers, particularly where the threat is in association with carriage of a weapon.

### 3. Design measures

In designing the proposed alterations and additions to the service station, the following measures have been or will be included to address identified risks of anti-social behaviour:

- Not providing any area where customers (either on foot or in their vehicles) are likely to gather outside the service station.
- Design of the interior of the control building, and placement of the sales counter, to allow for a clear line of sight from the sales position to each part of the control building.
- Replacing the existing brick and roller-shutter frontage with a predominantly glazed, contemporary façade, allowing for active and passive surveillance from the sales position onto the fuel court, over the boundaries of the site into the public realm areas of Pier Street, Brisbane Street and the forecourt of HBF Park.
- Where required for better visibility of the site and its boundaries, active measures such as inclusion of CCTV cameras will be considered.
- Appropriate lighting to ensure that any areas with potential for concealment or shadowing are well-lit, while ensuring that light levels do not cause a nuisance to adjoining properties or a danger to motorists on nearby roads.
- Use of robust fittings and materials, including graffiti-resistant materials, to protect against deliberate and non-deliberate damage and wear and tear.
- The toilet for customer and staff use to be clearly signposted, well-lit and located where the entrance can be seen from the sales position and from the general retail area.
- Placement of signs in appropriate places reminding all customers to respect local residents when leaving the site, particularly late at night, by leaving in a quiet and orderly manner without undue delay.
- Placement of bins at appropriate places throughout the site, and designation of a dedicated separate refuse enclosure where waste and recycling bins are stored prior to collection and removal from the site.
- Provision of a "back to base" monitored panic/alarm button for use at any time in emergency situations (if a staff member feels that their life or that of another person is in danger).

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OTR Perth (Pier Street)	
Management Plan – Anti-social Behaviour	

### 4. Management Plan

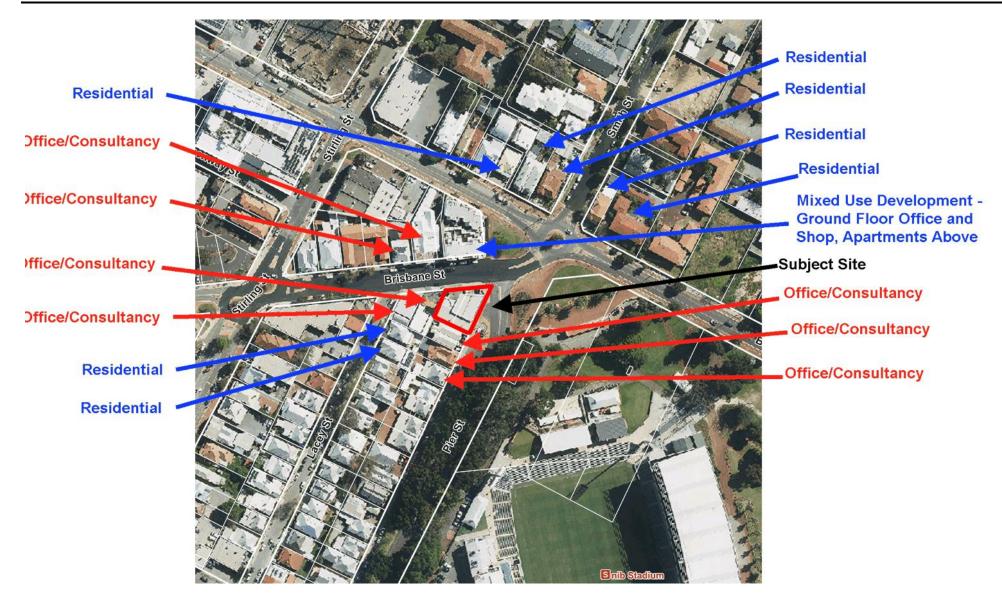
The following operational measures have been determined to address identified risks of anti-social behaviour. These measures form the Management Plan for the service station and will be complied with at all times while the service station is in operation:

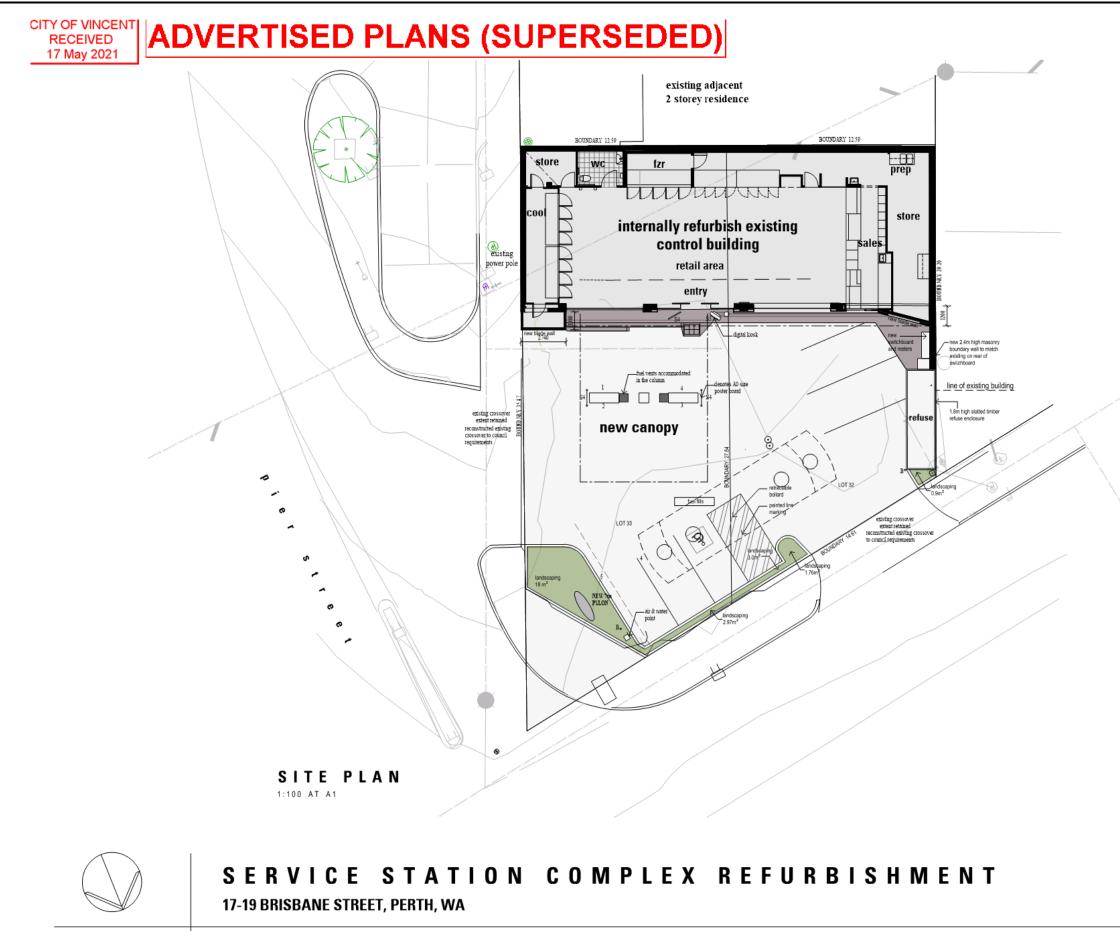
- Where necessary, staff will remind customers to behave in an appropriate manner while on the site and not to disturb the neighbourhood when exiting the service station late at night.
- Staff will ensure that the footpath, gutter, building entry and surrounds are kept clean and clear of litter at all times.
- Vandalism and graffiti will be removed (if possible) within 24 hours.
- Broken light fixtures or bulbs within the service station or on the site to be replaced within 24 hours.
- Bins are regularly emptied and bins and waste storage areas are cleaned by staff with appropriate equipment and/or protective gloves.
- Landscaped areas are kept trim and tidy and are maintained regularly to present an alert and active appearance.
- Windows are not obstructed (for example with merchandise or signage) that materially hinders surveillance into or out of the control building.
- Weapons of any type, for example knives and firearms, will not be permitted on the site at any time, unless in the hands of authorised security personnel or police.
- In case of any event or incident affecting a customer, the customer will be assisted as far as possible. An Incident Register will be maintained where the details of the customer and the incident can be recorded for later action if necessary.
- Movement of cash to and from the premises will be undertaken by a qualified security company and where possible will not be carried out during night-time hours.
- All staff of the service station, as part of the induction process, will be provided with a copy of this Management Plan and will be required to become familiar with it.
- Staff will be trained in relevant security and safety procedures to enable them, in the event of criminal or anti-social behaviour, to act in a manner to best protect customers and staff of the service station; to prevent property damage or loss at the service station; and to prevent adverse impact on the public realm. Staff will be required to support any suspicious or anti-social behaviour on the service station or in its vicinity to management of the operator, and/or the local police.

### 5. Review and consultation

This Management Plan and the strategies set out herein will be reviewed on a regular basis, and in any case no less frequently than once every two years. Any revisions will be brought to the attention of all staff of the service station.

In addition, the operator is committed to ongoing consultation with adjoining property owners, Council and other stakeholders to foster a better understanding of potential impacts of the service station on the locality. The operator therefore undertakes to consider and discuss issues of this kind as and when they arise.





23.02.21 JN1415/SK01d PLANNING APPLICATION

16 NOVEMBER 2021







This drawing must be re-specification, schedules-must verify all clinensions Contractor in to notify th Drawings are not to be used atravings to be need at A frize will be result upon restract documents including the project a course of the contract. The Contractor vices before commercement of work. The een the drawings or specifications. Title block as 'for construction'. All itended for digital setual and DVG

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NOTES

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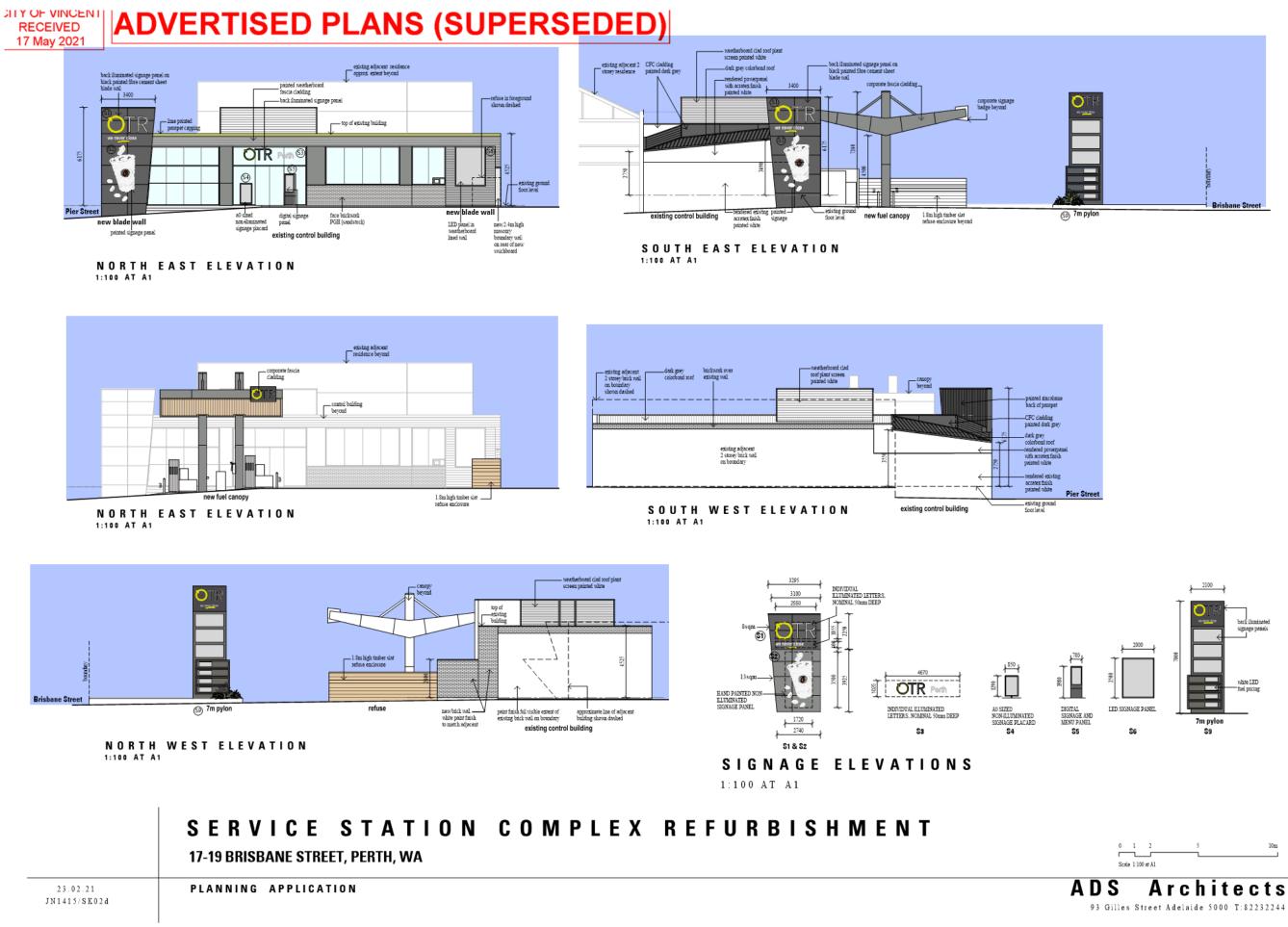
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PROVIDE BACKFLOW PREVENTION, AUTOMATIC CONTROLLER AND OTHER DEVICES AS REQUIRED.

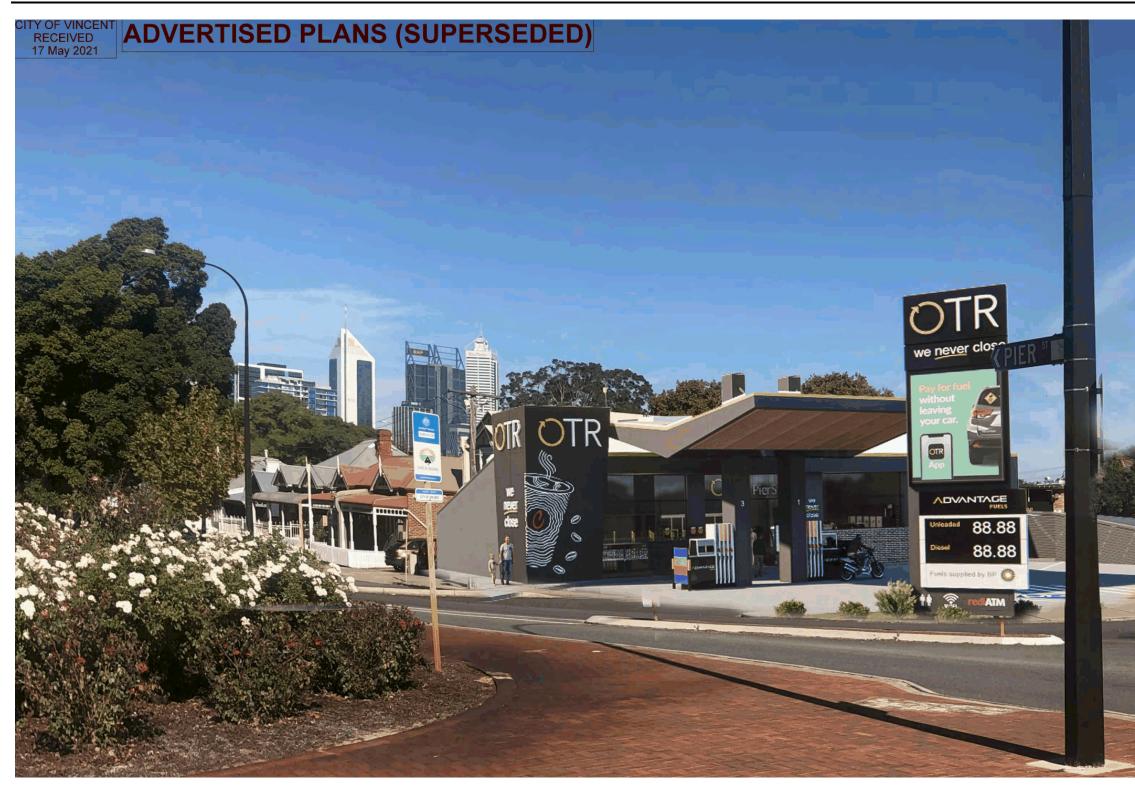
SPE	CIES LIST		
	UNDERSTOREY SPECIES		
DL	Dianella revoluta 'Little Rev'	140mm	20
EG	Eremophila glabra 'Belalla Gold'	140mm	1
LE	Lechenaultia biloba 'Electric Blue'	140mm	16
PB	Pimelea 'Bonne Petite'	140mm	3
IJ	Trachelospermum jasminoides 'Flat Mat'	140mm	9
WM	Westringia fruticosa 'Mundi'	140mm	20
WS	Westringia 'Smokey'	140mm	3





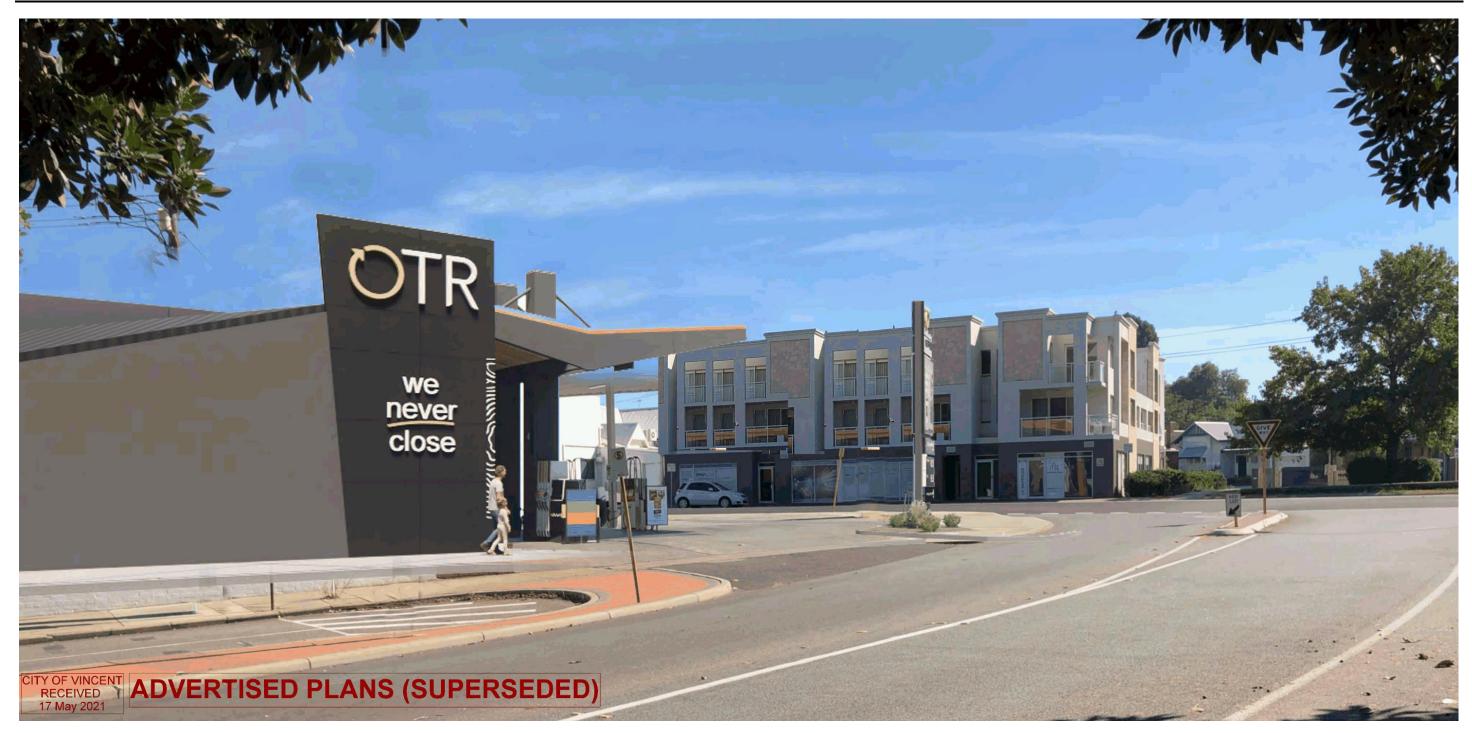












The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Objection:	Administration Comment:
<ul> <li>Noise</li> <li>Concerns about noise as this part of Brisbane Street is very quiet after about 6.30-7.00pm on weekdays and on the weekends. There are very few customers to the current service station after 6.30pm and on weekends. Noise has already become an issue with several new factors since OTR has taken possession, including fuel tankers filling up at times between 12am and 2am in the morning. Large vehicles like these create excessive noise, including air brakes when stopping, reverse beepers backing out, banging and clanging of metal fuel tank fillers on the ground and truck, and general mechanical noise during refuelling. This was something previously completed during the day to not cause nuisance at night or in early hours of the morning. Concerns with noise associated from cars filling up at late at night or on the weekends, and from any associated anti-social behaviour.</li> </ul>	Administration Comment: The applicant has submitted an acoustic report which demonstrates that the noise emissions will satisfy the <i>Environmental Protection (Noise) Regulations</i> <i>1997</i> during all hours of operation, including at night. This includes multiple recommended treatments, including that deliveries and rubbish collection would only occur between 7am and 7pm from Monday to Saturday, with reversing to be minimised and quieter reversing beepers to be used. It also states that screening barriers will be installed on the building roof and the western boundary to screen noise from mechanical equipment, that no music will be played outdoors, and that the tyre refill beepers would be within the maximum permitted sound power levels. Signage would also be installed in the carpark to remind patrons to keep noise to a minimum. This acoustic report has been reviewed by the City's Health team and is acceptable. A condition is recommended requiring the acoustic report
from cars filling up at late at night or on the weekends, and from any	
<ul> <li>Concerned about the increase in noise from the increase in usage of the site.</li> <li>Concerns about noise as there is already a higher level of noise between the hours of 21:00 and 6:00 daily due to the current premises already being open 24/7.</li> </ul>	
<ul> <li>The noise 24 hours is far from ideal, and will disturb the surrounding residences.</li> <li>The noise assessment is noted, but there will be massive impact to the adjoining properties if there is a lot of noise from machinery.</li> <li>The noise impact study does not consider in detail the noise generated by convenience store patrons 24/7 and associated anti-social behaviour.</li> </ul>	

Co	mments Received in Objection:	Administration Comment:
An	ti-Social Behaviour	
•	The development will impact the area immensely. Expansion of the current use to a convenience/food store operating 24 hours a day will increase antisocial behaviours and cause major public safety and litter problems to surrounding areas in particular the HBF park precinct. Many of the problems created by 24 hour services such as McDonald's on Beaufort Street which has attracted litter and antisocial behaviour surrounding Weld Square will be attracted by the premises. An increase in the level of homeless may also be drawn to area as noted around Beaufort Street McDonald's. The proximity of the convenience store selling late night products will encourage more people to sleep in the parks surrounding the stadium. There is already similar 24 hour services on Lord and William Street. This proposed development will draw increased undesirable and antisocial behaviour to a predominantly urban area. A 24 hour convenience/petrol is not what the area needs. There is a risk of anti-social behaviour on nearby streets at late hours as a result of the proposal. It will not add to the benefit of the local community which already has challenges with people experiencing homelessness and drug use in the area. Lacey Street has many young families that reside in the street and the extended hours of the proposal has the potential to bring antisocial behaviour during these times.	After community consultation finished the applicant submitted an anti-social behaviour management plan to address the concerns raised. This included a series of design and management measures to address identified risks of ant social behaviour. These design measures include the positioning of the sales counter to allow a clear line of sight, maximised glazing to allow for active and passive surveillance, appropriate lighting and CCTV where required and placement of signage to remind patrons to minimise noise. The management measures include staff training in safety and security procedures, regular cleaning of the site, quick removal of broken lighting, vandalism or graffiti, provision of a monitored panic/alarm button for emergency use and an incider register.
,	Concerned that the staffing of 2-3 persons will not be sufficient to manage any anti-social behaviour that spills into the surrounding street. Concerned that the proposal will encourage camping/squatting in the	The applicant has stated in their response to submissions that there is no evidence to suggest that homelessness, camping, squatting, inebriated peop and drug use would increase as a result of the proposal. These are also not relevant planning considerations.
•	area and the park adjacent, along with anti-social behaviour. Concerns that it will increase antisocial behaviour, noise, litter and create problems like at Weld Square and encourage camping/squatting. Concerns that this will impact neighbouring residential areas such as Lacey Street.	
•	There previously used to be significant anti-social behaviour and homeless people in the area which reflected negatively on the local area. As the area has developed over the years and it has constantly improved. Significant concerns that a 24 hour convenience store will create anti-social behaviour issues that there were in the area previously.	
•	There are already serious issues with anti-social behaviour and homeless people in area, creating noise impacts, damage and graffiti on neighbouring properties. A 24 hour convenience store and at worst a Hungry Jacks will severely increase these issues and incidents affecting the quiet enjoyment of the area of residents. More people will congregate to the use the toilet or other facilities at the store.	

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Comments Received in Objection:	Administration Comment:
<ul> <li>Other than CCTV what is the plan to manage antisocial behaviours that will affect neighbours?</li> <li>Having a 24-hour business will increase the night-time foot traffic of inebriated people and anti-social behaviour which is a massive concern for health and safety for the residents of the area.</li> <li>The area around Brisbane and Bulwer Street already has issues with anti-social behaviour of varying types. All of this detracts from the amenity of the area. The proposal will worsen this by attracting more people to the area and the premises after 5:30pm on weekdays and weekends.</li> <li>The lack of on-street lighting will create poor surveillance and therefore decrease safety for local residents and businesses.</li> </ul>	
<ul> <li>Land Use</li> <li>The area is largely residential and is well serviced already by other 24/7 facilities. The previous usage was non-obtrusive operating predominantly on weekdays and did not impact the area at night or during the weekends. A 24 hour service station/convenience store is not appropriate for this location due to the close proximity of the AMPOL on the corner of Parry and Lord Street, and given the old Caltex on Bulwer &amp; Beaufort Street is likely to be reopened shortly as a BP. This is an unneeded development that will negatively affect the character and quality of the area.</li> <li>There is already high availability of other options for 24/7 convenience stores and service stations in the area, along with the new Woolworths nearby. The proposal will therefore add no value to the community.</li> <li>A 24 hour convenience store is not appropriate in this location as it is not on a main road and has poor street lighting. Also 24 hour stores already exist in the area and there is a Woolworths nearby which is open late.</li> <li>The proposal would affect the quiet and enjoyment of neighbouring residents due to it being open 24 hours, running a convenience store and the possibility of major franchises opening from the premises. The old service station was only open 5½ days per week and closed between 5.30 and 6pm at night and midday Saturday.</li> </ul>	In 1986 the City of Perth approved a service station with ancillary mechanical workshop/lube bay at the subject site under the City Planning Scheme 1985. This previous proposal and approval did not include any specified operating hours or restrictions on these as part of a condition of approval. As the proposal is also for a service station, it will be consistent with the previous approval and associated conditions for a Service Station land use at the subject site. As it is consistent with this previous approval and the definition of a service station under the City's Local Planning Scheme No.2, the land use is not subject to discretion. Refer to comments above and below on off-site impacts associated with the proposal and the 24 hour operations. As a service station has been previously approved at the site and has operated there since 1986, the location and number of similar facilities in the area is not a relevant planning consideration. The definition of a Service Station land use at solve and point of a convenience nature to operate from the site.

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Co	mments Received in Objection:	Administration Comment:
•	The service station upgrades are understandable but it should have	
	similar operating hours and conditions to the previous business. This is	
	due to issues of light, additional noise and the additional hours when	
	these noises would occur the late pm/early am, increase in anti-social	
	behaviour is unacceptable. More passive issues of brightness all night	
	from the canopy, the massive sign and food smells from the premises	
	would be also be an issue. These would devalue neighbouring properties	
	and impose significant costs due to the need for double glazing and	
	blinds to reduce noise and light impacts.	
•	Brisbane Street is not a main road or thoroughfare so there is no need	
	for a 24-hour convenience store and service station. This is especially	
	the case when 100 metres away there is a Woolworths open till 9:00pm	
	at night. Not being a thoroughfare also increases noise to nearby	
	residents as cars cannot exit from the other end of Brisbane Street.	
•	There is no need for a 24 hour store, there are 24 hour services along	
	main roads such as Beaufort, William and Lord Street.	
•	There exists in the vicinity ample late night service station outlets and	
	convenience stores without introducing another one. This does nothing	
	to enhance the area's amenities but rather adversely impacts nearby	
	residences. For example there is a Woolworths located 100 metres away	
	which is open to 9pm and there are already 11 fuel stations within a	
	2 kilometre radius, including a 24 hour Ampol (and convenience store)	
	nearby on Lord Street.	
•	The service station should stay at standard hours as this doesn't	
	interfere with the residential nature of the street. The service station is	
	not compatible with the residential uses in the area.	
•	With Northbridge under a kilometre away and the new Woolworths	
	100 metres away another convenience store is unnecessary.	
•	The area is pedestrian heavy, surrounded by 40km/h zones, with the	
	Woolworths now adding to foot traffic through the neighbouring streets.	
	The addition of a petrol station is in conflict with this, particularly across	
	from a stadium where patrons are expected to take public transport to	
	avoid congestion. It is also an area where there are increasingly tighter	
	traffic controls, and residents are also being encouraged to reduce their	
	use of vehicles. A business that caters to the needs of the area would be	
	better suited to the property.	
•	Approving a 24/7 outlet will impact all surrounding properties and	
	particularly the residential properties. This would be due to increased	
	traffic, antisocial behaviour and noise, and the litter left on neighbouring	
	properties which is already an issue after events at HBF Park.	

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Comments Received in Objection:	Administration Comment:
<ul> <li>The conclusion of the report is about the development is adding services to the community. This is far-fetched considering that there was already a service station at the site, that there are another three in close proximity, and that there is a new Woolworths and many cafes around.</li> <li>The development directly conflicts with the City's Local Planning Scheme No. 2 objectives for the Mixed Use Zone, which should not allow a development like this that will generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</li> <li>The proposal does not satisfy many of the zone objectives of Local Planning Scheme No.2. The proposed changes to the site will cause, obstructions to the views of the city that many residents currently enjoy, an increase of day-time traffic to the area, mainly to Brisbane and Pier streets, an increase in night-time vehicle and foot traffic to the area, increase of noise and light pollution and an increase in crime in the area.</li> </ul>	
<ul> <li>Car Parking</li> <li>They do not have enough car parking bays on the application. Car parking is already a major issue on Brisbane Street due to the high capacity and number of events at the stadium and the recent reduction in parking locations on Bulwer Street due to the bike lane addition. The mid-sized Woolworths opening close by also changed all the times of free parking from 6 hours to 4 hours to now 2 hours. Parking availability is becoming untenable in the area and will worsen with the proposal.</li> <li>Concerns with impacts on street parking and question whether there any changes proposed for parking signs on Brisbane Street, where clients, staff and suppliers for neighbouring businesses often park for brief periods.</li> <li>The development will attract additional cars to Brisbane Street which is not welcome, especially at night. This will only exacerbate existing problems with parking rules should be following for the development.</li> <li>Five car parking bays is excessive and will result in more traffic and more noise to nearby to nearby residents, especially given this is designed to attract customers 24/7.</li> <li>Concerns that the proposal will reduce the already limited parking availability on Lacey Street where residents only have on-street parking.</li> </ul>	The proposal includes five on-site car parking bays, with one of these being an ACROD bay. The existing service station only has four on-site parking bays. The subject site is located within close proximity to public transport options for staff, is located an area connected with pedestrian paths and the bicycle network, and includes bicycle parking facilities. This will allow staff and customers accessing the store component of the proposal to use alternate transport methods, reducing car parking demand for the proposal. The applicant has provided a transport impact statement that demonstrates that compared to the existing service station there is not expected to be a significant increase in traffic. The additional car parking bay provided is adequate to accommodate any additional parking demand from the proposal. As the proposal only involves the sale of fuel and goods of a convenience nature, any customers visiting the service station would only be expected to stay for short periods. This would ensure that there would high turnover of both on-site parking bays and any of the public bays along Brisbane Street and neighbouring streets, and that changes to parking restrictions wouldn't be required.

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Comments Received in Objection:	Administration Comment:
Bicycle Parking	
<ul> <li>A large development like this should be required to have bike racks.</li> <li>There is no bike parking proposed. The development should not be allowed without having bike parking considering the recent bicycle path upgrades in the area.</li> </ul>	After community consultation finished the applicant submitted updated plans which included the addition of a bike rack to provide two short-term bicycle bays for public use. They also agreed to a condition which has been recommended requiring them to provide one long-term bicycle bay for staff use. This ensures that adequate bicycle parking is provided for the proposal.
Traffic	
<ul> <li>Concerned about the increase in traffic in the area from the increase in usage of the site.</li> <li>The corner that the service station is on is dangerous enough without the introduction of heavier traffic (even more than the Woolworths has added) and more visual distractions from increased signage and heavily illuminated structures.</li> <li>When the stadium has events the surrounding streets are closed off and covered in pedestrians. There are associated consequences from this due to conflict of drivers and pedestrians, and patrons not being able to access the service station. The previous station was not 24 hours and was primarily a mechanics garage, opposed to a petrol station with more bowsers and traffic.</li> <li>The convenience store will increase foot traffic around the area, which may be detrimental to the safety of residents and businesses. Brisbane and Pier Street are low traffic areas and the traffic increase will create more strain on the roundabout on Bulwer Street which already has issues daily with drivers just avoiding accidents.</li> <li>The streets that service this business are also often shut down during events at the HBF Park, this could cause issues with traffic, especially if people requiring fuel are not aware that these streets are closed during these times and therefore have to turn around, causing hindrance and possible danger to the residents and the increased number of pedestrians that occur during these events.</li> <li>Brisbane Street is a relatively quiet street due to there being no through traffic. It is even quieter on evenings and on weekends. Concerns that the proposal will increase traffic flow at all hours and decrease this quietness.</li> </ul>	The applicant has provided a transport impact statement (TIS) that states that compared to the existing service station there is not expected to be a significant increase in traffic. It set outs that the existing service station generates approximately 822 vehicular trips per day with approximately 50 and 56 trips during the weekday AM peak hour and PM peak hour. It states that as the number of refuelling positions are staying the same as the existing service station the trip generation is expected to be similar, but due to the improved facilities that would be offered the traffic generation has been conservatively assumed to be 25 per cent more than the existing service station. This would result in an additional trip generation of approximately 206 daily trips and 13 and 14 vehicles per hour during the weekday AM peak hour and PM peak hour. The TIS concludes that the proposal would have an insignificant impact on the traffic operations of the surrounding road network. This increase is also well within the threshold of 100 vehicles per hour specified in the Western Australian Planning Commission's Transport Impact Assessment Guidelines for Developments (2016) for increases in traffic which would not normally have a material impact on any section of road.

Comments Received in Objection:	ministration Comment:	
Built Form		
<ul> <li>proposing light fixtures and signage exceeding council regulations by almost 50% of the set limits (in many instances). The illumination and built form would adversely impact on the character of the area and the street, where there are views to the City skyline, federation buildings and large Moreton Bay Figs. The development would dominate the streetscape and obscure views, especially at night-time due to it operating 24 hrs a day. The current structure at least has the art-deco style to contribute to the aesthetic of the surrounding buildings.</li> <li>Whilst there has been a petrol station at the property since the 1980s, the building itself was not dominating the streetscape with excess signage nor has it blocked the views of Perth. The existing building's design included curves that matched the shape of the federation style builnose verandas along Pier Street, helping the building to blend in with the local architecture, rather than dominating the streetscape as this development will do.</li> <li>The plans provide limited information to imply that the petrol station will comply with the Façade Design requirements of the Built Form Policy. The development is going to be using a form of building with a facade that does not comply with the regulations will not match with other modern buildings, some of which are over 100 years old. An overly modern building, with a great amount of glazing, will not be respectful of the streetscape when viewed from the public realm and will not be complimentary of the heritage-listed Perth Oval adjacent to the proposed</li> </ul>	The proposal would not dominate the streetscape or obscure views as the existing building is being retained and the proposal doesn't result in any significant changes to its footprint or height. As the proposal is seeking to upgrade an existing building and the subject site is located within a Mixed Use Built Form Area, the provision of traditional elements of shopfront design are not considered necessary. The upgrades proposed include a variety of colours, materials and finishes, increased landscaping and significant levels of glazing. This ensures that the proposal presents with a cohesive façade and design which will provide visual interest and both active and passive surveillance to the public realm. The modern materials, finishes and design would also be consistent with other contemporary built form in the area. After community consultation finished the proposal was also referred to the Chair of the City's Design Review Panel, who was supportive of the proposal. They stated that the surrounding precinct and visibility of the subject site had been well considered from both site planning and aesthetic points of view. They also stated that the language of the building, detail, colours and material is in keeping with the convenience store function and that it is transparent and the space planning is logical and functional. Refer to comments below on signage associated with the proposal and it bein adjacent to the heritage-listed HBF Park (Perth Oval). The bin store satisfies the acceptable outcomes of the City's Built Form Policy as it is screened from the view of the street and surrounding properties in a timber clad refuse enclosure.	

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Comments Received in Objection:	Administration Comment:
<ul> <li>Signage</li> <li>The signage is enormous, not within the code, and not in keeping with the rest of the area. The pylon sign needs to comply with the height and width provisions as there isn't any basis or need for additional height given the location and that it is an existing service station. The amount of signa are unnecessary given the area (as it isn't competing with other signage on the street), as they are not environmentally-friendly with all the light created and as they won't add anything positive to the area.</li> <li>A 7 metre tall sign for a gas station is unnecessary when there is nothing else is around it.</li> <li>A 7 metre sign displaying fuel prices is unnecessary especially when half of the sign looks to be used for advertising. It is only a metre and a half under the roof height of the neighbouring 3-storey building.</li> <li>Significant concerns with the variations to the Signage their sizes, locations, and the percentages of which they exceed policy requirements. There are multiple signs that do not comply with the policies, due to the number of signage allowed is also exceeded by 1.6% on Brisbane Street and 4.3% on Pier street. Whilst these breaches are not large, the location of the business to be developed is a small area, and with the other variations proposed, the signage will dominate the property and the streetscape. These signs will not be compatible with the existing surrounding land use of the area. The 7 metre tall freestanding monolith sign will block important views and will distract from the heritage-listed Petrh Oval adjacent to the property. It being illuminated 24 hours a day will be detrimental to the peace of the neighbourhood, creating light pollution that not only distracts from and blocks the impressive night-time views of Petrh, but will also cast light through the doors and windows of adjacent residents' properties. It is not necessary</li> </ul>	Administration Comment: After community consultation finished the applicant submitted updated plans which reduced the height of the fuel price monolith sign from 7 metres to 6 metres so that it satisfied the height requirements in the City's Signage Policy. They also reduced the signage on the Pier Street façade to be compliant with the Signage Policy, reduced the level of illuminated signage on the Brisbane Street façade and removed the sign on the fuel canopy. These changes ensure that the proposal satisfies the standards of the Signage Policy principles as no architectural detailing or important building fabric is obscured, and the level of signage proposed is appropriate to the type of building, the land use and the mixed use nature of the area. The signage would be incorporated into the design and upgrades of the building and site, and has consistent colours, materials and finishes. This creates a cohesive façade and ensures that active and passive surveillance is maximised. The building is set back a minimum of 9 metres from Brisbane Street, ensuring that the signage located on this façade provides an appropriate balance of visibility without dominating the streetscape. The trees proposed in the landscaped areas along the boundaries of Pier Street and Brisbane Street will also assist to soften the appearance of this signage. Refer to comments below on light pollution associated with the signage and the proposal being adjacent to the heritage-listed HBF Park (Perth Oval).
locations, and the percentages of which they exceed policy requirements. The variations to the monolith sign requirements are alarming. The percentage of signage allowed is also exceeded by 1.6% on Brisbane Street and 4.3% on Pier street. Whilst these breaches are not large, the location of the business to be developed is a small area, and with the other variations proposed, the signage will dominate the property and the streetscape. These signs will not be compatible with the existing surrounding land use of the area. The 7 metre tall freestanding monolith sign will block important views and will distract from the heritage-listed Perth Oval adjacent to the property. It being illuminated 24 hours a day will be detrimental to the peace of the neighbourhood, creating light pollution that not only distracts from and blocks the impressive night-time views of Perth, but will also cast light through the	back a minimum of 9 metres from Brisbane Street, ensuring that the signage located on this façade provides an appropriate balance of visibility without dominating the streetscape. The trees proposed in the landscaped areas along the boundaries of Pier Street and Brisbane Street will also assist to soften the appearance of this signage. Refer to comments below on light pollution associated with the signage and the
<ul> <li>for an excess amount of signage on a business that is not in competition with any other signage in the area nor has any other 24-hour businesses adjacent or nearby. The signage will create visual pollution that will disturb the peace and tranquillity of the area and upset residents.</li> <li>The extent of neon and LED lighting is excessive, which exacerbated by the facility operating 24/7. In particular the 7 metre advertising sign is outside current regulations and can only be designed to attract customers from along nearby streets, particularly along Bulwer Street (thereby increasing traffic flow).</li> </ul>	

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Comments Received in Objection:	Administration Comment:
<ul> <li>The height of the main sign is nearly as high as the roof height of the adjacent building at 18 Brisbane Street and would affect visual amenity from this building.</li> <li>The signage exceeds regulations and is excessive for the size of the development. The size of the signage and illumination thereof will directly impact adjoining residents across Brisbane Street. The signage is not compatible with existing surrounding development and would dominate the streetscape. This level of signage is inappropriate in residential area. No light study has been completed.</li> <li>The monolith signage obscures views from residents across Brisbane Street and is detrimental to them with its size and illumination. The awning signage also faces across Brisbane Street and would be similarly inappropriate.</li> <li>Light Pollution</li> </ul>	
<ul> <li>Concerned about the increase in light pollution from the site.</li> <li>The signs proposed will be too bright. The fluorescent light shining brightly will adversely impact the amenity of the apartments across Brisbane Street which have windows and balconies looking directly towards the site.</li> <li>As the premises will be open 24 hours, the light from the service station fuel price sign with its huge advertising display and lights under the canopy will be a lot brighter than currently. This will affect the quiet enjoyment of neighbouring residents, particularly as the apartments in close proximity across Brisbane Street have balconies facing the premises. Lights from cars driving in and out at night if allowed to open 24 hours will also be an issue.</li> <li>The service station is currently operating 24 hours a day with the canopy lights already disrupting the amenity of adjoining residences.</li> <li>The illuminated signage everywhere and the under-canopy lighting, which will operate 24/7, will drastically impact the current night time lit environment and adjoining properties, particularly 18 Brisbane Street where the living areas, main bedrooms and balconies face the service station. This, in addition to the increased vehicular traffic at night with headlights on, will create a night time environment which is incompatible with the requirements of nearby residents.</li> </ul>	After community consultation finished the applicant submitted updated plans which reduced the level of illuminated signage on the Brisbane Street façade and removed the illuminated sign on the fuel canopy. To ensure that the remaining illuminated and digital signage does not detract from the street or the amenity of adjoining properties, a condition has been recommended stating that the signage shall not contain any flashing, intermittent or running lights. It also specifies that the signage should not exceed a standard brightness of 300 candelas per square metre between sunset and sunrise to minimise impacts of lighting at night on the adjoining residential properties. To support this an advice note has been recommended to specify that any lighting proposed on-site should satisfy the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting and be oriented to eliminate disturbance to adjoining properties. The monolith fuel price sign is also orientated so that it faces along Brisbane Street, ensuring that it doesn't face the apartments on the opposite side of Brisbane Street. Lights from vehicle traffic would not have an adverse impact as the fuel refilling points and the access point from Pier Street face east/west away from the adjoining residential properties to the north. The other access point from Brisbane Street is orientated in the same direction as Pier Street towards the north. This means that there is already a night time environment impacted by headlights from vehicle traffic moving north along Pier Street. As vehicles would only face north briefly when exiting the site from Brisbane Street and prior to turning, the proposal would not result in an unacceptable impact of light from vehicle traffic exiting in this direction.

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Comments Received in Objection:	Administration Comment:
Landscaping	
<ul> <li>There is a 9.2% deficit in the requirement of deep soil zon deficit for the required planting areas and there should be trees planted to cover the five car parking bays. By not me planning requirements, the proposed development is not to reduce its impact on the local environment or residents areas are vital to the area because not only do they allow large, but they also allow the infiltration of stormwater into reducing the likelihood of large puddles and flooding occu required in car parks to reduce the impact that large areas and bitumen create towards the Urban Heat Island effect. policies to combat this effect as it creates problems which detrimentally impact the community. Whilst the area of Pie from the proposal has a large number of trees, the site its proposed trees to offset the effect its development will cree environment with their choice of building materials.</li> <li>The landscaping is lacking, particularly with no trees being and is not in keeping with the City's strategy and plans. Th and landscaping at this site is not in keeping with area and gone into greening the area. A large development like this required to follow the rules for landscaping.</li> <li>The landscaping is minimal and does not reduce the development being and the source of a landscaping.</li> </ul>	<ul> <li>which increased the amount of deep soil zones and planting areas from 2.8% of the site area to 4.6%. The updated plans also included the addition of nine small trees in these deep soil zones and planting areas.</li> <li>The proposed landscaping is a significant improvement over the existing building and the streets is a hardstand area with no landscaping or trees. The proposed landscaping is a significant improvement over the existing site conditions and has been maximised within the constraints of the site.</li> <li>Opportunities to provide landscaping are limited due to the existing building having nil set backs to the side and rear boundaries, and as the extent of hardstand areas are required to allow sufficient manoeuvring and parking space for cars and service vehicles entering, using and exiting the site. The location and level of the increased landscaping proposed will satisfy the element objectives of the Built Form Policy as it will soften the appearance of the building and parking areas, will contribute to the City's green canopy, and will reduce the impact of the proposal on the street and adjoining properties.</li> </ul>
Heritage	
<ul> <li>The proposal will not enhance existing views, nor does it renhance, or respect the visual prominence of the adjacen. The proposed changes to the property will distract from the and be in stark contrast to the simplicity of the building that any illuminated signs to advertise its location. Whilst the F have large stadium lights, unlike the illuminated signage p stadium lights are only illuminated during events and train for a few hours at a time. This amount of illumination is nor residents nor does it create constant obscuration of the ci</li> <li>At the stadium directly across the road is a significant heri (Perth Oval entry gates), as outlined in the statement of sit the site. No thought has been given to this and how the daresponds architecturally or aesthetically to this. The archit this development should be looked at.</li> </ul>	at Perth Oval. he Perth Oval, at does not useheritage significance. The Heritage Council reviewed the application and advised that this would not be impacted by the proposal.Perth Oval does oroposed, the hing, and only bit taxing on the its clearly distinguishable from the adjacent heritage lisitage structure ignificance for evelopmentThe proposal has also been assessed against the City's Heritage Policy and the acceptable development guidelines for development adjacent to heritage listed places. These guidelines have been satisfied as the proposal does not seek to imitate, replicate or mimic historic architectural styles, and the proposal is clearly distinguishable from the adjacent heritage listed place. As the existing built form of the site is largely being retained, the proposal's scale and mass respects the adjacent heritage place and would not impact existing views and vistas.

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Comments Received in Objection:	Administration Comment:
<ul> <li>The development, especially the signage and lighting, is objectionable and conflicts with the heritage nature of Perth Oval which is directly opposite.</li> </ul>	After community consultation finished the proposal was also referred to the Chair of the City's Design Review Panel, who was supportive of the proposal. They stated that the proposed façade uses a contemporary language of a convenience store facility and would not detract from the Perth Oval entry gates. Refer to comments above on lighting and signage associated with the
Driveey	proposal.
Privacy	
With the addition of lights 24 hours a day, increase in traffic and people, as well there being two car parks next to each other, there will be privacy impacts onto the neighbouring residences on the opposite side of Brisbane Street.	There are existing views from Brisbane Street and the public realm towards the residences on the north side of Brisbane Street. The proposal would not result in an unacceptable impact on privacy considering there are already these existing views.
Pollution and Odour	
<ul> <li>Concerned about the increase in pollution from the increase in usage of the site.</li> <li>Concerned about an increase in litter in the area as a result of the proposal.</li> </ul>	Refer to comments above on anti-social behaviour and the management plan submitted which includes comments on litter and rubbish removal and the site being regularly cleaned.
<ul> <li>Concerns with rubbish not being placed in the bins by patrons and being left in the area.</li> <li>Concerns with odour impacts from refuelling cars and venting refuelling the supply tanks. Concerns with odour impacts from food production, rubbish and waste.</li> <li>Other nuisances that would be increased by the proposal include the smell of petroleum products and exhaust fumes past 5:30pm on weekdays and on weekends, fast food smells and increase in waste / rubbish.</li> </ul>	Risk and gaseous emissions (and associated odour impacts) would be addressed by the applicant being required to obtain an amended Dangerous Good Licence from the Department of Mines, Industry, Regulation and Safety (DMIRS) prior to commencing operations. This would be required due to the new operator of the service station and the changes proposed to the site, including replacement of the existing fuel tanks and lines. As outlined earlier in the in the Community Consultation/Advertising section, DMIRS has recommended advice notes to ensure that the proposal satisfies the requirements of the <i>Dangerous Goods Safety (Storage and Handling of</i> <i>Nonexplosives) Regulations</i> 2007.
	To address odour impacts from food production an advice note has been recommended to state that the food business must comply with the <i>Food Act 2008</i> , Food Regulations 2009 and the Australia New Zealand Food Standards Code, and must obtain the necessary food business approvals from the City.

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Comments Received in Objection:	Administration Comment:
Environmentally Sustainable Design	
Environmentally there hasn't been anything incorporated other than the absolute minimum and thermal insulation 'where possible'. The report states that they 'could' add solar power later and is not a commitment. More should be required, such as adding an electric charging station, helpful community facilities like a bike repair station with bike pump, or a drinking water station to mitigate the negative aspects of fuel being sold.	The applicant has not provided a report to demonstrate that the development will achieve one of the environmental performance standards specified in the City's Built Form Policy. They have stated that due to the size of the site and the existing building being retained and upgraded it is not feasible for a report to be produced. Instead they have outlined a number of elements of environmentally sustainable design that would be incorporated into the proposal, including the adaptive reuse of the existing building, north-facing windows, canopy shading, roofing with low solar absorptance ratings and high efficiency fixtures and fittings. These elements ensure that the proposal would satisfy the elements objectives of the Built Form Policy, particularly as the adaptive reuse of the existing building is the key feature of environmentally sustainable design incorporated.
Drainage	
Concerns about impacts from water and insufficient drainage on the road.	Conditions of approval have been recommended requiring stormwater to be contained on site and a geotechnical report to be submitted prior to issue of a building permit to demonstrate this. This will ensure that impacts from water and insufficient drainage will not affect the street.
Other	
• Concerns that the premises could add a fast food franchise at a later date similar to other locations where the operator has service stations. What is the process and would they need to re-apply for a development application for this. This would only increase further odour impacts, parking issues, Uber eats pickups and anti-social behaviour, adding to	A fast food franchise is not proposed and if it was at a later point it would require a separate development application to be submitted.
<ul> <li>the impacts and devaluation of surrounding properties.</li> <li>There are enough petrol stations in the area, with 11 fuel stations within a rough area of 1.8km. With the advent of electric cars and the phasing out of fossil fuels and internal combustion powered vehicles, it seems odd that anyone would continue to see this as a long-term sustainable industry and would not want to reduce emissions/spills/smells and environmental impacts which are associated with petrol stations.</li> <li>A fossil fuel facility should not be expanded when it is know that fossil</li> </ul>	The applicant has stated that when there is a large shift in the electric vehicle market that the bowsers could be replaced with charging stations but this is not feasible at this stage. They also advised that the inclusion of charging stations requires additional power infrastructure which cannot currently be located on site. This is not a relevant planning consideration. Refer to the land use comments above authining that the Samira Station land use provided approved
fuels are harmful to the environment and residents. The recognition of this harm is leading to positive changes in our energy mix and phasing out of fossil fuels. Expansion of fossil fuel outlets is not in the best interests of the City's residents.	above outlining that the Service Station land use was previously approved.

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	Comments Received in Objection:	Administration Comment:
Γ	A survey should be completed to ensure all development occurring is on	A site survey has been completed and is included in the development plans
	the property and that the boundary line is correct. Information should be	included as Attachment 2. Boundary fencing is a civil matter under the Dividing
	provided on what is intended for the existing, in-tact boundary fence.	Fences Act 1961 and concerns should be directed to landowner to be
	<ul> <li>The development will adversely affect the value of surrounding</li> </ul>	resolved.
	properties, increase resale risk, make properties less desirable to rent	
	and therefore negatively affect investment returns.	Effects on property values is not a relevant planning consideration.

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

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Comments Received	Applicant Response
Noise Concerns about noise as this part of Brisbane Street is very quiet after about 6.30-7.00pm on weekdays and on the weekends. There are very few customers to the current service station after 6.30pm and on weekends. Noise has already become an issue with several new factors since OTR has taken possession, including fuel tankers filling up at times between 12am and 2am in the morning. Large vehicles like these create excessive noise, including air brakes when stopping, reverse beepers backing out, banging and clanging of metal fuel tank fillers on the ground and truck, and general mechanical noise during refuelling. This was something previously completed during the day to not cause nuisance at night or in early hours of the morning. Concerns with noise associated from cars filling up at late at night or on the weekends, and from any associated anti-social behaviour.	See <b>attached</b> letter from Acoustic Consultant in response to these submissions.
Operating 24 hours naturally increases noise pollution, including noise from cars filling up at night or on weekends, noise from people using the site, noise from car doors opening and closing, noise from car alarms being turned on and off. None of this is compatible with the quiet enjoyment which should be enjoyed by neighbouring residents at night.	
Concerned about the increase in noise from the increase in usage of the site.	
Concerns about noise as there is already a higher level of noise between the hours of 21:00 and 6:00 daily due to the current premises already being open 24/7.	
The noise 24 hours is far from ideal, and will disturb the surrounding residences.	There are no immediately adjacent residences. It should be noted that the series of premises on Pier Street to the south are all commercial offices (converted residences), so these properties are not residential dwellings.
The noise assessment is noted, but there will be massive impact to the adjoining properties if there is a lot of noise from machinery.	

The noise impact study does not consider in detail the noise generated by convenience store patrons 24/7 and associated anti-social behaviour.	
Anti-Social Behaviour The development will impact the area immensely. Expansion of the current use to a convenience/food store operating 24 hours a day will increase antisocial behaviours and cause major public safety and litter problems to surrounding areas in particular the HBF park precinct. Many of the problems created by 24 hour services such as McDonald's on Beaufort Street which has attracted litter and antisocial behaviour surrounding Weld Square will be attracted by the premises. An increase in the level of homeless may also be drawn to area as noted around Beaufort Street McDonald's. The proximity of the convenience store selling late night products will encourage more people to sleep in the parks surrounding the stadium. There is already similar 24 hour services on Lord and William Street. This proposed development will draw increased undesirable and antisocial behaviour to a predominantly urban area. A 24 hour convenience/petrol is not what the area needs. There is a risk of anti-social behaviour on nearby streets at late hours as a result of the proposal. It will not add to the benefit of the local community which already has challenges with people experiencing homelessness and drug use in the area.	<ul> <li>Please see attached Anti-Social Behaviour Management Plan (ASBMP)</li> <li>There is no evidence to suggest that antisocial behaviour will increase. If it does, that is a matter of general policing, and is not a relevant planning consideration.</li> <li>Increase in litter is a questionable submission to make.</li> <li>Homelessness is not a matter to be given consideration.</li> <li>Number of similar services in the area is not a relevant planning consideration.</li> <li>What this area 'needs' is not in the scope of the assessment of an application.</li> <li>The City is required to assess this application, not consider other options.</li> <li>Homelessness and drug use is outside the scope of planning consideration.</li> </ul>
Lacey Street has many young families that reside in the street and the extended hours of the proposal has the potential to bring antisocial behaviour during these times. Concerned that the staffing of 2-3 persons will not be sufficient to	Refer Anti-Social Behaviour Management Plan.
manage any anti-social behaviour that spills into the surrounding street. Concerned that the proposal will encourage camping/squatting in the area and the park adjacent, along with anti-social behaviour.	There is absolutely no evidence that there will be an increase in camping/squatting arising from this development.
The lack of on-street lighting will create poor surveillance and therefore decrease safety for local residents and businesses.	The City of Vincent is responsible for on-street lighting in the area.

There previously used to be significant anti-social behaviour and homeless people in the area which reflected negatively on the local area. As the area has developed over the years and it has constantly improved. Significant concerns that a 24 hour convenience store will create anti-social behaviour issues that there were in the area previously.	There is no evidence that this will be the case.
There are already serious issues with anti-social behaviour and homeless people in area, creating noise impacts, damage and graffiti on neighbouring properties. A 24 hour convenience store and at worst a Hungry Jacks will severely increase these issues and incidents affecting the quiet enjoyment of the area of residents. More people will congregate to the use the toilet or other facilities at the store.	There is no Hungry Jack's proposed.
Other than CCTV what is the plan to manage antisocial behaviours that will affect neighbours?	Refer attached ASBMP
Having a 24-hour business will increase the night-time foot traffic of inebriated people and anti-social behaviour which is a massive concern for health and safety for the residents of the area.	This is no evidence that this will be the case.
The area around Brisbane and Bulwer Street already has issues with anti-social behaviour of varying types. All of this detracts from the amenity of the area. The proposal will worsen this by attracting more people to the area and the premises after 5:30pm on weekdays and weekends.	The development and use will not detract from the amenity of the area.
Land Use The area is largely residential and is well serviced already by other 24/7 facilities. The previous usage was non-obtrusive operating predominantly on weekdays and did not impact the area at night or during the weekends. A 24 hour service station/convenience store	The number other similar facilities in the area is not a relevant planning consideration. The site is zoned Mixed Use, and the site has a valid planning approval for a service station. The current approval does not restrict hours of operation.
is not appropriate for this location due to the close proximity of the AMPOL on the corner of Parry and Lord Street, and given the old Caltex on Bulwer & Beaufort Street is likely to be reopened shortly as a BP. This is an unneeded development that will negatively affect the character and guality of the area.	The proximity to other fuel facilities is not a relevant planning consideration.
aneor the character and quality of the alea.	The site is already a service station.

There is already high availability of other options for 24/7 convenience stores and service stations in the area, along with the new Woolworths nearby. The proposal will therefore add no value to the community.	
A 24 hour convenience store is not appropriate in this location as it is not on a main road and has poor street lighting. Also 24 hour stores already exist in the area and there is a Woolworths nearby which is open late.	
The proposal would affect the quiet and enjoyment of neighbouring residents due to it being open 24 hours, running a convenience store and the possibility of major franchises opening from the premises. The old service station was only open 5½ days per week and closed between 5.30 and 6pm at night and midday Saturday.	There is no possibility of major franchises operating from the facility. Anything like that would require a separate planning approval.
The service station upgrades are understandable but it should have similar operating hours and conditions to the previous business. This is due to issues of light, additional noise and the additional hours when these noises would occur the late pm/early am, increase in anti-social behaviour is unacceptable. More passive issues of brightness all night from the canopy, the massive sign	The current approval has no conditions restricting the operating hours.
and food smells from the premises would be also be an issue. These would devalue neighbouring properties and impose significant costs due to the need for double glazing and blinds to reduce noise and light impacts.	The devaluing of property is not a relevant planning consideration.
Brisbane Street is not a main road or thoroughfare so there is no need for a 24-hour convenience store and service station. This is especially the case when 100 metres away there is a Woolworths open till 9:00pm at night. Not being a thoroughfare also increases noise to nearby residents as cars cannot exit from the other end of Brisbane Street.	This is not a relevant planning consideration.

There exists in the vicinity ample late night service station outlets and convenience stores without introducing another one. This does nothing to enhance the area's amenities but rather adversely impacts nearby residences. For example there is a Woolworths located 100 metres away which is open to 9pm and there are already 11 fuel stations within a 2 kilometre radius, including a 24 hour Ampol (and convenience store) nearby on Lord Street.	This is not a relevant planning consideration.
The service station should stay at standard hours as this doesn't interfere with the residential nature of the street. The service station is not compatible with the residential uses in the area.	Service station standard hours is 24/7. There are many examples of 24/7 service stations adjacent to residential areas.
With Northbridge under a kilometre away and the new Woolworths 100 metres away another convenience store is unnecessary.	Not relevant.
The area is pedestrian heavy, surrounded by 40km/h zones, with the Woolworths now adding to foot traffic through the neighbouring streets. The addition of a petrol station is in conflict with this, particularly across from a stadium where patrons are expected to take public transport to avoid congestion. It is also an area where there are increasingly tighter traffic controls, and residents are also being encouraged to reduce their use of vehicles. A business that caters to the needs of the area would be better suited to the property.	Considering a business that may be better suited to the site is not a relevant consideration.
Approving a 24/7 outlet will impact all surrounding properties and particularly the residential properties. This would be due to increased traffic, antisocial behaviour and noise, and the litter left on neighbouring properties which is already an issue after events at HBF Park.	There will be no significant increase in traffic arising from this application. Litter associated with the proposed development is questioned.
The conclusion of the report is about the development is adding services to the community. This is far-fetched considering that there was already a service station at the site, that there are another three in close proximity, and that there is a new Woolworths and many cafes around.	

The development directly conflicts with the City's Local Planning Scheme No.2 objectives for the Mixed Use Zone, which should not allow a development like this that will generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.	The proposed development is for a use that is already authorised, and is capable of approval in the Mixed Use zone in any event.
The proposal does not satisfy many of the zone objectives of Local Planning Scheme No.2. The proposed changes to the site will cause, obstructions to the views of the city that many residents currently enjoy, an increase of day-time traffic to the area, mainly to Brisbane and Pier streets, an increase in night-time vehicle and foot traffic to the area, increase of noise and light pollution and an increase in crime in the area.	How will views of the city be obstructed? There is no evidence to suggest this.
Car Parking They do not have enough car parking bays on the application. Car parking is already a major issue on Brisbane Street due to the high capacity and number of events at the stadium and the recent reduction in parking locations on Bulwer Street due to the bike lane addition. The mid-sized Woolworths opening close by also changed all the times of free parking from 6 hours to 4 hours to now 2 hours. Parking availability is becoming untenable in the area and will worsen with the proposal.	The City's Local Planning Policy (Non-Residential Development Parking Requirements) does not have a car parking requirement for the Service Station land use. It is not envisaged the car parking availability/unavailability in the locality will be affected by the proposed development.
Concerns with impacts on street parking and question whether there any changes proposed for parking signs on Brisbane Street, where clients, staff and suppliers for neighbouring businesses often park for brief periods.	There will be no change to on-street parking with this development.
The development will attract additional cars to Brisbane Street which is not welcome, especially at night. This will only exacerbate existing problems with parking on Brisbane and Bulwer Street.	
The disabled parking rules should be following for the development.	
Five car parking bays is excessive and will result in more traffic and more noise to nearby to nearby residents, especially given this is designed to attract customers 24/7.	Some submissions say that the development does not have enough parking, and this submission that five parking bays is excessive. The proposed parking is considered to be adequate (not excessive nor not enough).

<u>Bike Parking</u> A large development like this should be required to have bike racks.	Bike racks have been add	ded to the developm	ent plans – refer attach	ed amended pla
There is no bike parking proposed. The development should not be allowed without having bike parking considering the recent bicycle path upgrades in the area.				
<u>Traffic</u> Concerned about the increase in traffic in the area from the increase in usage of the site.	Traffic management has I in support of the application		he Transport Impact Sta	atement prepare
The corner that the service station is on is dangerous enough without the introduction of heavier traffic (even more than the Woolworths has added) and more visual distractions from increased signage and heavily illuminated structures.	No safety issues have be	en raised by the traf	fic consultant or the Cit	y's engineers.
When the stadium has events the surrounding streets are	HBF Stadium events are	not regular, every da	ay events.	
closed off and covered in pedestrians. There are associated	There are no more bowsers proposed than what existed before.			
pedestrians, and patrons not being able to access the service station. The previous station was not 24 hours and was primarily a mechanics garage, opposed to a petrol station with more bowsers and traffic.	If there is an increase in foot traffic, then it would only be marginal. It is not clear how this will be detrimental to safety of residents and businesses. Is it suggested that thos walking are criminals that threaten the safety of residents and businesses? I wouldn't have thought so.			
The convenience store will increase foot traffic around the area, which may be detrimental to the safety of residents and businesses. Brisbane and Pier Street are low traffic areas and	There will be no significar impact statement (Table	nt increase in vehicu 1), below.	lar traffic, as set out in t	the transport
the traffic increase will create more strain on the roundabout	Table 1: Trip generation comparison table			
on Bulwer Street which already has issues daily with drivers just avoiding accidents.		Existing Development	Proposed Redevelopment	Net Increase
-	Weekday Daily	822	1028	+206
The streets that service this business are also often shut lown during events at the HBF Park, this could cause issues	Weekday AM Peak Hour	50	63	+13
vith traffic, especially if people requiring fuel are not aware hat these streets are closed during these times and therefore	Weekday PM Peak Hour	56	70	+14
have to turn around, causing hindrance and possible danger o the residents and the increased number of pedestrians that occur during these events.				
Brisbane Street is a relatively quiet street due to there being no through traffic. It is even quieter on evenings and on weekends. Concerns that the proposal will increase traffic				

#### Built Form

The proposal uses unacceptable wall materials and structures while proposing light fixtures and signage exceeding council regulations by almost 50% of the set limits (in many instances). The illumination and built form would adversely impact on the character of the area and the street, where there are views to the City skyline, federation buildings and large Moreton Bay Figs. The development would dominate the streetscape and obscure views, especially at night-time due to it operating 24 hrs a day. The current structure at least has the art-deco style to contribute to the aesthetic of the surrounding buildings.

Whilst there has been a petrol station at the property since the 1980s, the building itself was not dominating the streetscape with excess signage nor has it blocked the views of Perth. The existing building's design included curves that matched the shape of the federation style bullnose verandas along Pier Street, helping the building to blend in with the local architecture, rather than dominating the streetscape as this development will do.

The plans provide limited information to imply that the petrol station will comply with the Façade Design requirements of the Built Form Policy. The development is going to be using a form of building that should be minimised within the City. The building will also not comply with the element objectives of the Built Form Policy, and a building with a facade that does not comply with the regulations will not match with other modern buildings around the area, and will be in stark contrast to the older buildings, some of which are over 100 years old. An overly modern building, with a great amount of glazing, will not be respectful of the streetscape when viewed from the public realm and will not be complimentary of the heritage-listed Perth Oval adjacent to the proposed development site.

The bin store location is not appropriate within the property frontage and adjacent to the adjoining property. It should be located internally.

The building design does not respect nor reference the character of the area, and the development is visually offensive.

It is not apparent how the development will block views of Perth. From where? The development is a single storey development. The 3D renders supplied indicate that views to the City will not be obstructed.



The building already exists. The proposal seeks to upgrade the building only.

Yes the development may be in stark contrast to older buildings (some of which are over 100 years old), but that is OK. Developing a style that mimics heritage buildings is not appropriate and actually goes against the principles of heritage protection.

The Heritage Council was referred the application and has not objected to the proposed development.

The City's Design Review Panel provided supportive comments.

The bin store is appropriately located and is really the only location possible given that the existing building is being retained, canopy location and bowsers are generally in the same location, and existing crossovers are being retained.

The building design should not reference or mimic heritage character. We do not believe the development is visually offensive.

#### Signage

The signage is enormous, not within the code, and not in keeping with the rest of the area. The pylon sign needs to comply with the height and width provisions as there isn't any basis or need for additional height given the location and that it is an existing service station. The amount of signs are unnecessary given the area (as it isn't competing with other signage on the street), as they are not environmentally-friendly with all the light created and as they won't add anything positive to the area.

A 7 metre tall sign for a gas station is unnecessary when there is nothing else is around it.

A 7 metre sign displaying fuel prices is unnecessary especially when half of the sign looks to be used for advertising. It is only a metre and a half under the roof height of the neighbouring 3-storey building.

Significant concerns with the variations to the Signage Policy requirements. There are multiple signs that do not comply with the Refer above response. policies, due to the number of signs, the style of signage, their sizes, locations, and the percentages of which they exceed policy requirements. The variations to the monolith sign requirements are alarming. The percentage of signage allowed is also exceeded by 1.6% on Brisbane Street and 4.3% on Pier street. Whilst these breaches are not large, the location of the business to be developed is a small area, and with the other variations proposed, the signage will dominate the property and the streetscape. These signs will not be compatible with the existing surrounding land use of the area. The 7 metre tall freestanding monolith sign will block important views and will distract from the heritage-listed Perth Oval The application was referred to the Heritage Council which has no objection to adjacent to the property. It being illuminated 24 hours a day will be detrimental to the peace of the neighbourhood, creating light pollution that not only distracts from and blocks the impressive night-time views of Perth, but will also cast light through the doors and windows of adjacent residents' properties. It is not necessary for an excess amount of signage on a business that is not in competition with any other signage in the area nor has any other 24-hour businesses adjacent or nearby. The signage will create visual pollution that will disturb the peace and tranquillity of the area and upset residents.

Only a minor variation to the City's Signage Policy is sought. A Monolith Sign is permitted to 6m in height and 2m in width. The proposed sign is 7m in height and 2.3m in width. The policy actually allows one monolith per lot frontage, so two monolith signs at 6m height each could be proposed and would comply with the Policy. However, only one monolith sign is being sought, and therefore, the minor height variation is considered to be appropriate.

Signage has been amended as follows:

- Signage element S1/S2 has been changed by omitting the second hand-٠ painted, non-illuminated coffee cup image, so that the image will appear only on the north-east (Brisbane Street) elevation and not the south-east (Pier Street) elevation.
- ٠ Signage element 3 ("OTR Pier Street", above the entrance) has been changed from illuminated letters to non-illuminated letters.
- The corporate logo lightbox ("OTR") to the fascia of the fuel canopy on its . north-eastern elevation, as shown in the previous elevations, has now been removed.

what is being proposed.

The extent of neon and LED lighting is excessive, which exacerbated by the facility operating 24/7. In particular the 7 metre advertising sign is outside current regulations and can only be designed to attract customers from along nearby streets, particularly along Bulwer Street (thereby increasing traffic flow). The height of the main sign is nearly as high as the roof height of the adjacent building at 18 Brisbane Street and would affect visual amenity from this building. The signage exceeds regulations and is excessive for the size of the development. The size of the signage and illumination thereof will directly impact adjoining residents across Brisbane Street. The signage is not compatible with existing surrounding development and would dominate the streetscape. This level of signage is inappropriate in residential area. No light study has been completed.	
The monolith signage obscures views from residents across Brisbane Street and is detrimental to them with its size and illumination. The awning signage also faces across Brisbane Street and would be similarly inappropriate.	
Light Pollution Concerned about the increase in light pollution from the site.	
The signs proposed will be too bright. The fluorescent light shining brightly will adversely impact the amenity of the apartments across Brisbane Street which have windows and balconies looking directly towards the site.	Illumination levels of signage will be in accordance with normal policy requirements for various parts of the day and could be conditioned accordingly. A condition is commonly placed on service station approvals that include illumination levels as follows:
	-Daytime – 6000cd/m2 -Dawn/Dusk – 600cd/m2 -Night – 300cd/m2

As the premises will be open 24 hours, the light from the service station fuel price sign with its huge advertising display and lights under the canopy will be a lot brighter than currently. This will affect the quiet enjoyment of neighbouring residents, particularly as the apartments in close proximity across Brisbane Street have balconies facing the premises. Lights from cars driving in and out at night if allowed to open 24 hours will also be an issue.	The development is required to comply with <i>ASINZS</i> 4282:2019 Control of
The service station is currently operating 24 hours a day with the canopy lights already disrupting the amenity of adjoining residences.	<i>Obtrusive Effects of Outdoor Lighting</i> and a condition of planning approval could
The illuminated signage everywhere and the under-canopy lighting, which will operate 24/7, will drastically impact the current night time lit environment and adjoining properties, particularly 18 Brisbane Street where the living areas, main bedrooms and balconies face the service station. This, in addition to the increased vehicular traffic at night with headlights on, will create a night time environment which is incompatible with the requirements of nearby residents.	be included to address this, requiring the application to demonstrate compliance.
Landscaping There is a 9.2% deficit in the requirement of deep soil zones, a 0.2% deficit for the required planting areas and there should be at least two trees planted to cover the five car parking bays. By not meeting the planning requirements, the proposed development is not even attempting to reduce its impact on the local environment or residents. Deep soil areas are vital to the area because not only do they allow trees to grow large, but they also allow the infiltration of stormwater into the ground reducing the likelihood of large puddles and flooding occurring. Trees are required in car parks to reduce the impact that large areas of concrete and bitumen create towards the Urban Heat Island effect. The City has policies to combat this effect as it creates problems which would detrimentally impact the community. Whilst the area of Pier Street across from the proposal has a large number of trees, the site itself has no proposed trees to offset the effect its development will create on the environment with their choice of building materials.	The application is not for a complete redevelopment. It is a renovation of an existing facility. Therefore, it is not appropriate to apply the standard landscaping requirements. Within the constraints of the site, the existing fuel canopy and building footprints and the requirements for car parking, the extent of landscaped open space shown on the Site Plan is the maximum that can feasibly be provided. A consolidated landscaping area to the corner of the site and along the entire length of the Brisbane Street frontage (excluding the crossover) will significantly soften the interface of the site with the surrounding streets and is a material improvement over current conditions, which include no landscaped open space at all.

The landscaping is lacking, particularly with no trees being proposed, and is not in keeping with the City's strategy and plans. The lack of trees and landscaping at this site is not in keeping with area and work that has gone into greening the area. A large development like this should be required to follow the rules for landscaping. The landscaping is minimal and does not reduce the developments impacts on nearby residents. It does not satisfy the element objectives of the Built Form Policy.	This is not a new development.
Heritage The proposal will not enhance existing views, nor does it maintain, enhance, or respect the visual prominence of the adjacent Perth Oval. The proposed changes to the property will distract from the Perth Oval, and be in stark contrast to the simplicity of the building that does not use any illuminated signs to advertise its location. Whilst the Perth Oval does have large stadium lights, unlike the illuminated signage proposed, the stadium lights are only illuminated during events and training, and only for a few hours at a time. This amount of illumination is not taxing on the residents nor does it create constant obscuration of the city views.	The Heritage Council has been referred the application and it has no objection to the proposed development.
At the stadium directly across the road is a significant heritage structure (Perth Oval entry gates), as outlined in the statement of significance for the site. No thought has been given to this and how the development responds architecturally or aesthetically to this. The architectural merit of this development should be looked at.	
The development, especially the signage and lighting, is objectionable and conflicts with the heritage nature of Perth Oval which is directly opposite.	

Privacy With the addition of lights 24 hours a day, increase in traffic and people, as well there being two car parks next to each other, there will be privacy impacts onto the neighbouring residences on the opposite side of Brisbane Street.	The area is an inner city, Mixed Use zone, which envisages a mix of uses, day and night. It is not appropriate to expect a pristine amenity and complete peace and quiet, or total privacy.
Pollution Concerned about the increase in pollution from the increase in usage of the site.	
Concerned about an increase in litter in the area as a result of the proposal.	It would be expected, like any business or development, that patrons use the bin facilities provided.
Concerns with rubbish not being placed in the bins by patrons and being left in the area.	It would be expected, like any business or development, that patrons use the bin facilities provided.
Odour Concerns with odour impacts from refuelling cars and venting refuelling the supply tanks. Concerns with odour impacts from food production, rubbish and waste. Other nuisances that would be increased by the proposal include the smell of petroleum products and exhaust fumes past 5:30pm on weekdays and on weekends, fast food smells and increase in waste / rubbish.	This practice already occurs, and the site is not adjacent to any residential property.
Environmentally Sustainable Design Environmentally there hasn't been anything incorporated other than the absolute minimum and thermal insulation 'where possible'. The report states that they 'could' add solar power later and is not a commitment. More should be required, such as adding an electric charging station, helpful community facilities like a bike repair station with bike pump, or a drinking water station to mitigate the negative aspects of the fuel being sold.	If and when there is a large shift in the EV market, bowsers can be replaced with charging stations. It is not feasible at this time to provide electric vehicle charging, although the proponent is constantly assessing the feasibility of offering this service and future conditions may allow for it to be installed. The inclusion of EV charging stations requires additional power infrastructure which cannot currently be located on the site.
Stormwater and Drainage Concerns about impacts from water and insufficient drainage on the road.	Drainage of roads is a matter for the City. Drainage plans have been prepared – refer <b>attached</b> .

Other Concerns that the premises could add a fast food franchise at a later date similar to other locations where the operator has service stations. What is the process and would they need to re-apply for a development application for this. This would only increase further odour impacts, parking issues, Uber eats pickups and anti-social behaviour, adding to the impacts and devaluation of surrounding properties.	This is not proposed and would be subject to a separate application in any event.
There are enough petrol stations in the area, with 11 fuel stations within a rough area of 1.8km. With the advent of electric cars and the phasing out of fossil fuels and internal combustion powered vehicles, it seems odd that anyone would continue to see this as a long-term sustainable industry and would not want to reduce emissions/spills/smells and environmental impacts which are associated with petrol stations.	Not a relevant planning consideration. If and when there is a large shift in the EV market, bowsers can be replaced with charging stations. It is not feasible at this time to provide electric vehicle charging, although the proponent is constantly assessing the feasibility of offering this service and future conditions may allow for it to be installed. The inclusion of EV charging stations requires additional power infrastructure which cannot currently be located on the site.
A fossil fuel facility should not be expanded when it is know that fossil fuels are harmful to the environment and residents. The recognition of this harm is leading to positive changes in our energy mix and phasing out of fossil fuels. Expansion of fossil fuel outlets is not in the best interests of the City's residents.	This is irrelevant.
A survey should be completed to ensure all development occurring is on the property and that the boundary line is correct. Information should be provided on what is intended for the existing, in-tact boundary fence.	A feature survey has been prepared and a land amalgamation application completed.
The development will adversely affect the value of surrounding properties, increase resale risk, make properties less desirable to rent and therefore negatively affect investment returns.	Effect on value of property is not a relevant planning consideration.

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RESPONSE
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Reference: P191058LT1.docm

The noise <b>24</b> hours is far from ideal, and will disturb the surrounding residences.	The noise emission from service station and activities has been reviewed and assessed under the provisions of the Environmental Protection (Noise) Regulations 1997 and the Environmental Protection Act 1986.
Ŭ	These noise emissions have been found to be compliant with the legislation and therefore acceptable
The noise assessment is noted, but there will be massive impact to the adjoining	The noise emission from service station and activities has been reviewed and assessed under the provisions of the Environmental Protection (Noise) Regulations 1997 and the Environmental Protection Act 1986.
properties if there is a lot of noise from machinery.	These noise emissions have been found to be compliant with the legislation and therefore acceptable
	The noise emission from service station and activities has been reviewed and assessed under the provisions of the Environmental Protection (Noise) Regulations 1997 and the Environmental Protection Act 1986.
The noise impact study does not consider in detail the noise generated by convenience store patrons 24/7 and associated anti-social behaviour.	These noise emissions have been found to be compliant with the legislation and therefore acceptable
	Furthermore, antisocial behaviour is not welcomed by the operators of the service station. It risks the safety of the staff and customers on site. The management plans for the service station include measures to reduce such behaviour at their sites.

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#### **Determination Advice Notes:**

- 1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws;
- 2. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;
- A further two years is added to the date by which the development shall be substantially commenced, pursuant to Schedule 4, Clause 4.2 of the Clause 78H Notice of Exemption from Planning Requirements During State of Emergency signed by the Minister for Planning on 8 April 2020;
- 4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination;
- 5. The food business must comply with the *Food Act 2008*, *Food Regulations 2009* and the Australia New Zealand Food Standards Code. The applicant must register with the City's Health Services prior to operation of the food business. Please contact Health Services on 9273 000 to discuss the requirements further with an Environmental Health Officer;
- 6. The owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls;
- 7. An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to the commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable;
- 8. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve;
- 9. The City encourages landscaping methods and species selection which do not rely on reticulation;
- 10. The proposed redevelopment to the existing service station must meet the requirements of the Dangerous Goods Safety (Storage and Handling of Nonexplosives) Regulations 2007 and the relevant codes of practice (Department of Mines, Industry Regulation and Safety);
- 11. Any new Underground Petroleum Storages (UPS) system must be installed and commissioned in compliance with the requirements of the Regulation 62 of the Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007 and consequently the AS 4897 The design, installation and operation of underground petroleum storage systems (Department of Mines, Industry Regulation and Safety);
- 12. All disused Underground Petroleum Storages should be removed for disposal off-site in compliance with the requirements of approved code of practice AS 4976 The Removal and Disposal of Underground Petroleum Storage Tanks by qualified and experienced specialists. Prior to decommissioning works proceeding, the operator should ensure documented work instructions and all relevant work permits have been issued to the contractor (Department of Mines, Industry Regulation and Safety);

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#### **Determination Advice Notes:**

- 13. An appropriate health, safety and environment management plan should be prepared to address the risks associated with potential exposure of soil and groundwater contamination during ground and/or groundwater disturbing works. If dewatering is required, dewatering effluent should not be discharged into the environment, which includes the stormwater system (Department of Water and Environmental Regulation);
- 14. Acid sulfate soils (ASS) risk mapping indicates that the site is located within an area identified as representing a high to moderate risk of ASS occurring within 3 metres of the natural soil surface. Please refer to Department of Water and Environmental Regulation's acid sulfate soil guidelines for information to assist with the management of ground and/or groundwater disturbing works. <u>https://www.der.wa.gov.au/your-environment/acid-sulfate-soils/69acidsulfatesoils-guidelines</u>. If dewatering is required then pH, total acidity and alkalinity should be monitored frequently during the dewatering program to ensure that acidification is not taking place (Department of Water and Environmental Regulation);
- 15. Consultation concerning the use, storage, disposal and special ventilation requirements for hazardous, toxic, ionising or non-ionising material or equipment to be directed to the Department of Mines, Industry Regulation and Safety;
- 16. Lighting to be designed in accordance with the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting (AS4282) and shall be internally directed to not overspill into nearby lots. All floodlights shall be oriented and hooded to eliminate disturbance to occupants on the surrounding properties;
- 17. In accordance with the City of Vincent Health Local Law 2004 and requirements of the Local Government Act 1995 (s.3.25) all stormwater shall discharge clear of the building(s) and disposal must not cause erosion, corrosion, or other defects as a result of the method of disposal. If these are likely to occur, then disposal must be into sealed impervious drains, which shall empty into a soakwell (to be located a minimum of 1.8 metres from footings and boundary fences), or other suitable stormwater scheme. If discharge of water is to surface, it shall not be allowed to flow to adjoining property (publicly or privately owned);
- 18. No further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
- 19. All mechanical devices/installations (i.e. roller doors, air conditioners, exhaust outlets, pool pumps, compressors etc), to be located in a position that will not result in the emission of unreasonable noise, in accordance with the *Environmental Protection Act* 1986 and *Environmental Protection (Noise) Regulations* 1997;
- 20. Detailed plans of site works, including identification of pavement type, drainage, parking layout and proposed finished levels, shall be included in the building permit application working drawings. This should demonstrate the northern car parking bays being modified to have barrier kerbing instead of overhang kerbing to protect pedestrians. It should also provide the SPELL treatment unit specification;
- 21. The existing drainage system is not connected to a stormwater treatment system. Fuel stations generate hydrocarbons and straight run-off (without treating hydrocarbons) which can cause groundwater contamination. Part of the stormwater upgrade should include a hydrocarbon treatment unit to minimise groundwater contamination. This should be discussed with the Department of Water and Environment Regulation and the Department of Mines, Industry, Regulation and Safety. It should be noted that discharge from this treatment system or unit into the City's reserve is not permitted; and
- 22. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site.

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## 9.4 PLACE PLAN MINOR ANNUAL REVIEW

- 1. Volume 1: VTCPP Implementation Framework Progress Update 🗓 🖾
  - 2. Volume 2: NPTCPP Implementation Framework Progress Update 😃 ื
  - 3. Volume 3: MHTCPP Implementation Framework Progress Update 😃 🛣
  - 4. Volume 1: Vincent Town Centre Place Plan Revised 😃 🛣
  - 5. Volume 2: North Perth Town Centre Place Plan Revised 🗓 🔛
  - 6. Volume 3: Mount Hawthorn Town Centre Place Plan Revised 😃 🛣

## **RECOMMENDATION:**

## That Council:

Attachments:

- 1. ENDORSES the revisions made to Volume 1: Vincent Town Centre Place Plan, Volume 2: North Perth Town Centre Place Plan, and Volume 3: Mount Hawthorn Town Centre Place Plan, as highlighted in Attachment 4, 5, and 6; and
- 2. NOTES:
  - 2.1 the annual review of the Place Plans for 2021; and
  - 2.2 <u>Volume 1: Vincent Town Centre Place Plan</u>, <u>Volume 2: North Perth Town Centre Place Plan</u> and <u>Volume 3: Mount Hawthorn Town Centre Place Plan</u> will be updated to include the endorsed revisions, uploaded to the City's website, and circulated to town teams.

## PURPOSE OF REPORT:

The purpose of this report is to provide Council with an update on the Place Plans' implementation over the past 12 months and provide recommended minor amendments to ensure the Place Plans continue to be robust and responsive documents.

## BACKGROUND:

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

On 1 May 2018 (Item 9.10) at its Ordinary Meeting, Council adopted Volume 1: Vincent Town Centre Place Plan (VTCPP) and Volume 2: North Perth Town Centre Plan (NPTCPP). Following adoption, Place Plans are scheduled for a minor annual review and a major review every four years. The minor review includes progress reporting to Council on the implementation of the actions and the major review includes significant changes to the Place Plan document.

On 25 June 2019 (Item 9.7) at its Ordinary Meeting, Council endorsed the first minor annual review of VTCPP and NPTCPP and on 17 September 2019 (Item 9.4) at its Ordinary Meeting, Council adopted Volume 3: Mount Hawthorn Town Centre Place Plan (MHTCPP).

On 17 November 2020 (Item 9.5) at its Ordinary Meeting, Council endorsed the second minor annual review of VTCPP and NPTCPP, and the first annual review of MHTCPP.

## DETAILS:

The third minor annual review of VTCPP and NPTCPP, and the second minor annual review of MHTCPP have been undertaken. The progress of the actions outlined within the Place Plans is reported in the Implementation Framework Progress Updates included as **Attachment 1**, **2 and 3**.

The Implementation Framework Progress Updates provide an update on each action item and the associated Place Plan document changes proposed as part of the minor review. The 2021 minor annual review proposed changes include:

- Updates to reflect completed projects/actions;
- Updates to project/action timing and delivery dates;
- Updates to reflect changes in project/action scopes; and
- Reassignment of actions to alternative business units.

These changes are highlighted in the reviewed Place Plans, included as Attachment 4, 5, and 6.

## **Informing Documents**

The annual review has involved consideration of the following informing documents that have been prepared or reviewed within the past 12 months:

- Strategic Community Plan 2018-2028 (2020 Minor Review).
- Community and Stakeholder Engagement Strategy.
- Accessible City Strategy 2020-2030.
- Public Health Plan 2020-2025.
- Youth Action Plan 2020-2022.
- City of Vincent Rebound Plan.

Further informing documents are currently under development, or have recently been endorsed, and would be considered as part of the next annual review:

- Strategic Community Plan 2018-2028 (Major Review).
- Asset Management and Sustainability Strategy.
- Leederville Precinct Structure Plan.
- Sports and Recreation Facilities Plan.
- Wayfinding Plan.
- Arts Plan.

## CONSULTATION/ADVERTISING:

The Place Plans are advertised to the community during their preparation and through the four year major review.

If endorsed, the Place Plans will be updated to incorporate the revisions, uploaded to the City's website, circulated to the town teams, and further consultation would take place as required when completing each of the actions within the Place Plans.

## 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 Place Plans are outlined as deliverables in the City's CBP.

## **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to endorse revisions to the adopted Place Plans.

## 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. Our urban forest/canopy is maintained and increased.

## 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. <u>Connected Community</u>

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

**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.

#### 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. 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

## 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:

The implementation of existing and revised actions within the Place Plans would be supported through allocations within the City's existing operating budgets as follows:

- Volume 1: VTCPP \$70,000
- Volume 2: NPTCPP \$40,000
- Volume 3: MHTCPP \$45,000

## COMMENTS:

The Place Plans are 'place based' strategic action plans that 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.

The preparation, implementation and review of the Place Plans aligns with the City's adopted approach to Place Management and allows the progress of existing actions to be monitored, reported, and updated, and new actions to be included as they are identified.

The ongoing review of the Place Plans will ensure that the City's town centres and places keep pace with emerging trends and community aspirations.

VOLUME 1 - VINCENT TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK REF # ACTION & PROPOSED RESPONSIBLE SUPPORT 18/19 19/20 20/21 21/22 UPDATE AND COMMENTS DOCUM													
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES				
V1.1	Prepare and implement Promote Town Centre Public Space Activation Schedules	C&B	S&D	X	X	X	X	Successfully activating town centre public spaces requires careful curation and resources. Activations and events can require health, event and in some instances development approvals, and resource limitations have prevented the City from preparing an activation program for each of its town centre public spaces. To assist with the delivery of this action utilising available resources, the City has adopted a contemporary, collaborative approach to place activation and vibrancy by collaborating with community, not-for-profit and other creative organisations to deliver a range of activities through annual festivals and events sponsorship. An amount of \$229,000 was approved for event sponsorship in 2021/22 with \$60,000 specifically allocated to town team run town centre events. The City also holds annual City initiatives, such as the Native Plant Sale, in town centre public spaces and actively promotes town team and community events via social media, newsletters and on the City's events website and social media events calendars. To reflect the City's approach to place activation this action should be updated to reference the promotion of town centre public space activation rather than the preparation of public space activation schedules.	Amend action text to: Promote Town Centre Public Space Activation				
V1.2	Review hire fees and create an improved Online Hire Platform and booking system for town centre public spaces	C&B		x	X	Complete		This action was completed in 2020/21 in line with Action 1.1 of the Vincent Rebound Plan. Town centre public spaces are now available on SpacetoCo and are free for hire, including Axford Park (Mount Hawthorn), North Perth Common (North Perth), Mary Street Piazza (Mount Lawley), Leederville Village Square (Leederville), Oxford Street Reserve (Leederville) and Tu Do Park (Perth).	Mark action as completed in 2020/21.				
V1.3	Streamline the City's Event Approvals Processes	C&B	S&D/I&E	×	×	X	×	An internal City wide events working group has been established. The working group meet quarterly and have created a list of priority actions, including improving application lodgement methods, simplifying the event application form, updating the website, and arranging pre/post event meetings with interested event holders and those holding large/high risk events.					

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<b>FF</b> #	VOLUME 1 - VINCENT TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK  # ACTION & PROPOSED RESPONSIBLE SUPPORT 18/19 19/20 20/21 21/22 UPDATE AND COMMENTS DOCUMENT													
EF #	UPDATES	TEAM	TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	CHANGES					
								This action is captured in Action 1.1 of the Vincent Rebound Plan and these improvements are scheduled for completion in late 2021.						
/1.4	Provide ongoing support for Town Team Events & Other Public Events	C&B	S&D/I&E	X	X	x	x	Funding for activations and events was reallocated for the 2020/21 financial year due to the uncertainty of COVID-19. An amount of \$229,000 was approved for event sponsorship in 2021/22 with \$60,000 specifically allocated to town team run town centre events. This sponsorship will fund a variety of events with 14 events currently approved and six of these scheduled to be held in the City's town centres.						
/1.5	Improve and monitor the level of Service & Maintenance provided in the town centres	I&E	S&D		x	x	x	<ul> <li>Deep cleans of the pavement in all town centres (Leederville, William Street, Mount Hawthorn, North Perth, and Beaufort Street) have been completed for the 2020/21 financial year at a cost of \$42,000 and are budgeted for \$48,000 in 2021/22.</li> <li>High pressure cleaning of public litter bin frames is scheduled monthly in all town centres.</li> <li>Current daily precinct cleaning schedules have been established and include waste/litter removal, street sweeping and graffiti removal. An extra 0.5 FTE for graffiti removal has been approved for the 2021/22 financial year.</li> <li>This action is captured in the Vincent Rebound Plan Action 1.3.</li> </ul>						
V1.6	Manage the Town Team Grant Program	S&D	C&B/I&E	×	×	×	×	Town teams received a total of \$59,285.05 in grant funding during 2020/21. \$60,000 is available for the town teams to access in 2021/22.						
/1.7	Prepare and implement Town Centre Marketing & Branding Plans	C&B	S&D	x	X			This was discontinued in 2020/21 as a corporate project to reallocate resources to the Visit Perth collaboration.						

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	VOLUME 1 - VINCENT TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK													
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES					
V1.8	Work collaboratively with the Inner Perth Assembly to promote and improve Visit Perth website.	C&B	S&D	X	X	Complete X		The City worked collaboratively with the Inner Perth Assembly to promote and improve the Visit Perth website in 2020/21. The Visit Perth website content and map were updated with Vincent business and events. The Mount Hawthorn Visit Your Neighbourhood video was launched on the Visit Perth website in May 2021, and a partnered blog schedule has been established. This action is capture in the Vincent Rebound Plan Action 2.3 and has now been completed.	Mark action as completed in 2020/21.					
V1.9	Amend the Trading in Public Places Local Law 2008 & Local Government Property Local Law 2008	CEO S&D	S&D	x	x	x	x	The amendment Trading in Public Places Local Law requires redrafting as a new local law. This will be drafted by Administration (Strategy & Development) in 2021/22 for presentation to Council.	Amend responsible team to: S&D.					
V1.10		S&D	C&B	X	X	X	X	A Business E-News database was established in 2019/20 and has been expanded to 971 businesses. E-Newsletters are sent out quarterly and the database is continuing to be expanded. The City is currently promoting the Small Business Development Corporation (SBDC) events as and when they arise and recently applied for Round Two of the SBDC Small Business Friendly Approvals Program. This action is supported by Actions 2.3 and 2.4 in the Vincent Rebound Plan.						
V1.11	Advocate for Live Music Venue Protection	S&D		X	x	x	X	Public consultation on the proposed Northbridge Special Entertainment Precinct amendment to the City of Perth Planning Scheme closed in February 2021. The City continues to work with the Department of Planning, Lands and Heritage and the Department of Water and Environmental Regulation on the proposed regulatory reform and its potential for broader application to the State as opportunities arise.						

	VOLUME 1 - VINCENT TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK												
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES				
V1.12	Prepare a Strategy for City of Vincent Owned Land within the town centres	CEO	S&D			x	x	A consolidated version of the Register of City land with sale or development potential was presented to Council at its 7 April 2020 Meeting (Item 12.3). Administration is now preparing a strategic framework for City-owned property to be presented to Council in mid-2022.					
V2.1	Prepare an Integrated Transport Plan	S&D	I&E	×	x	Complete		Public consultation for the draft Accessible City Strategy was concluded in February 2021 and the Accessible City Strategy was adopted by Council in May 2021.	Mark action as completed in 2020/21.				
V2.2	Advocate to State Transport Authorities for Improvements to Transport Infrastructure including improved east-west connections	I&E	S&D	x	x	x	x	The City's administration currently sits on a number of working groups which relate to station access and connection throughout the City. These groups involve stakeholders such as the Public Transport Authority and the Department of Transport. This is an ongoing action and the City will continue to advocate to the relevant State Government authorities over the next year.					
V2.3	Implement a Transport Education Program	I&E	S&D		X	X	X	The City is currently progressing Actions 1.2.4, 1.2.5 and 3.2.1 of the Accessible City Strategy. These actions have involved working with schools located in the City to extend the reduced speed zone areas around the schools. The City continues to support the Your Move program and work with schools to promote active transport.					
V2.4	Advocate for After- hours Transport Options	I&E	S&D	X	x	x	X	Advocacy to the Public Transport Authority by the City is ongoing.					
V2.5	Develop a Wayfinding Strategy Plan	S&D	C&B/I&E		X	X	X	A consultant has been appointed to complete the Wayfinding Plan. Desktop background analysis has been completed and a series of 'walkshops' with key stakeholders were undertaken in September 2021 to inform the Opportunities, Constraints and Gaps Analysis report. The project is on track to be completed within the 2021/22 financial year. This action is captured in the Vincent Rebound Plan Action 1.4.	Amend action text to: Develop a Wayfinding Plan				

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	VOLUME 1 - VINCENT TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK												
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES				
V2.6	Review the naming requirements within the Laneways and Rights of Way Policy 2.2.8	S&D	C&B/I&E	Complete					Amend action text to: Completed				
V2.7	Advocate for Bus Noise Emissions Improvements to Public Transport Authority	S&D	I&E			x	x	The Public Transport Authority (PTA) announced plans to update the PTA fleet to be more environmentally efficient and reduce noise emissions. This is to be done as part of a staged approach with the first of the electric fleet introduced in 2022. The City will continue to advocate to the PTA to ensure that this occurs, and that continual upgrades are implemented where required.					
V2.8	Investigate the costs and benefits of Underground Power in Vincent's town centres	I&E	CEO	x	X	X	X	An investigation report is currently being drafted by an external consultant for completion by the end of 2021. The State Underground Power Program is ongoing through Western Power.					
V3.1	Advocate for High Quality Ground Floor Design to the development industry and business community	S&D		X	x	x	x	The City implements the Built Form Policy which includes controls for the Design of Ground Floor Spaces. Amendment 3 of the Policy was endorsed by Council 22 June 2021 and is currently with the WAPC for approval. With the release of Design WA the City's controls continue to apply as Acceptable Outcomes and ongoing advocacy will continue moving forward. The City continues to advocate for high quality ground floor outcomes through continual improvements to the planning					
								framework. The Draft Leederville Precinct Structure Plan was presented to Council on 14 September 2021 and is currently with the WAPC for approval. The review of the Local Planning Strategy and Local Planning Scheme No. 2 commenced in 2021/22 and are scheduled for completion in 2022/23. Future precinct planning and updates to the Built Form Policy will continue to address and improve ground floor design requirements to achieve quality ground floor design outcomes.					

	VOLUME 2 - NORTH PERTH TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK													
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES					
1.1	Review North Perth Common Stage 1 to inform future public space design and activation (CBP-No. 16)	S&D	I&E/C&B	x	x	x	X	<ul> <li>On 17 September 2019 at its Ordinary Meeting, Council noted the North Perth Common project closure report which included recommendations to:</li> <li>Monitor the function of the space and adjust furniture and landscaping as required to enhance the function of the space;</li> <li>Traffic studies should be undertaken to determine changes in vehicle speeds and behaviours and the impact of the space on the broader road network. The City should investigate the viability of one way left turn only, and complete road closure, in the longer term future;</li> <li>Monitor pedestrian movements and use of the space, particularly the two apple gum trees closest to Paragon; and</li> <li>The impact of the project should be incorporated into the View Street Car Park Urban Design Study project.</li> </ul> A range of data collection has been undertaken to assess the above recommendations, as well as to review the performance of the space against the eight design objectives developed by the North Perth Common Working Group. Advice regarding opportunities to enhance the functionality of the space was sought from members of the North Perth Common Working Group at a 4 September 2020 meeting, and the Design Review Panel at the 16 September 2020 meeting. At the 15 December 2020 Ordinary Meeting, Council approved a 12-month trial closure of the Fitzgerald Street median restricting access to and from View Street to left turn only. The collective findings, recommendations, and future considerations were presented at 24 August 2021 Council Workshop, including the following: <ul> <li>The function of North Perth Common is impacted by a lack of adjacent active frontages, and future strategic urban planning and design opportunities should be considered to improve connectivity and introduce active frontages;</li> <li>The speed and volume of vehicular traffic has decreased since the construction of the space, and reduced further after the implementation of the Fitzgerald Street median closure trial; and</li> <li>The space</li></ul>	Continuation of action. Extend timing to 2021/22					

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	VOLUME 2 - NORTH PERTH TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK												
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES				
								including noise and odour from Fitzgerald and View Street traffic.					
								Community consultation regarding North Perth Traffic Calming was undertaken in May 2021 and sought feedback on a range of proposals including the trial Fitzgerald Street median closure. Results of this consultation will be presented to Council later this year.					
								These collective findings and a plan to address the lack of shade, shelter and seating are scheduled to be reported to Council in early 2022 and will inform future interventions in the short, medium, and long-term through corporate strategic planning projects, including the major review of the North Perth Town Centre Place Plan, development of the Wayfinding Plan, and delivery of the View Street Urban Design Concept (Action 1.7) to improve the functionality of the space.					
								The action is proposed to be updated to reflect the change in project timing.					
1.2	Prepare and implement Woodville Reserve <del>Master</del> Landscape Plan	S&D	I&E		X	X	X	In 2020/21 the Woodville Reserve Master Plan was delayed to allow the preparation of informing documents (Asset Management and Sustainability Strategy, Sport and Recreation Facilities Plan) and inclusion in the Long Term Financial Plan. A draft landscape plan for the northwest corner of the site has been prepared to enhance the amenity and functionality of the reserve in the interim.	Amend action text to: Prepare and implement Woodville Reserve Landscape Plan				
								On 27 July 2021 at its Ordinary Meeting, Council endorsed the draft Woodville Reserve Landscape Plan (Landscape Plan) for community consultation. The revised Landscape Plan is scheduled to be presented to Council in December 2021. It is anticipated the Landscape Plan will be implemented in 2022 pending the outcomes of the December Council decision and budget allocation.					
								The action is proposed to be updated to reflect the change in project scope.					
1.3	Ensure updates to the planning and policy framework facilitate the development of North	S&D		X	×	×	x	An investigation into the Town Centre Planning Framework has been completed. The findings were presented at the City's 19 November 2020 Executive Management Committee meeting. The investigation determined that the City's planning framework responds to the current needs of established town centres but also					

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REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES
	Perth's night time economy							<ul> <li>identified that there are several issues common between town centres, including underactive day and night time economies. The report makes the following recommendation:</li> <li>Amend Local Planning Scheme to address land uses to support a night time economy supported by data measures.</li> <li>North Perth (Fitzgerald Street) is identified as an activity centre (district centre) by State Planning Policy 4.2 Activity Centres. It requires a higher level of planning and design focus due to its designation as an activity centre and may require precinct planning in line with State Planning Policy 7.2 Precinct Design.</li> <li>On 16 September 2020, the City's Design Review Panel identified the opportunity to develop a site-specific planning framework for North Perth Town Centre to guide and optimise outcomes of future redevelopment of the area bounded by Fitzgerald, Glebe and Angove Streets, and Alma Road as a part of the advice received during the review of North Perth Common (Action 1.1). The major review of NPTCPP is scheduled late 2021/22 to early 2022/23 and will result in an updated NPTCPP 2022/23 – 2025/26. The major review will consider the potential for precinct planning and determine the preferred planning framework approach for North Perth Town Centre. The potential continuation of this action, with consideration to the preferred planning framework approach, will be captured in the updated NPTCPP 2022/23 – 2025/26.</li> </ul>	
1.4	Implement the recommendations of the 2017/18-review of the City's CCTV Network	I&E	S&D	x	x	Defer X		The 2017/18 review of the City's CCTV Network has not been completed. Administration is currently considering how CCTV should be implemented in the City in the future. It is recommended this action be deferred, and CCTV and other community safety initiatives be reconsidered in the NPTCPP 2022/23 – 2025/26. The action is proposed to be updated to reflect the change in project scope. The potential to implement the recommendations of the review of the City's CCTV Network to be considered once the review has been undertaken.	Amend action text to: Implement the recommendation of the review of the City's CCTV Network Mark action as defer in 2020/21
1.5	Investigate Lighting Improvements on View Street and Angove Street	I&E	S&D		х	X	X	There is an opportunity to use cash-in-lieu for car parking funds to upgrade existing street lights on both streets to LED, which provide better lighting and are more energy efficient. The estimated cost of replacing the globes within the town centre on View Street and Angove Street is \$40,000.	Continuation of action. Extend timing to 2021/2

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	VOLUME 2 - NORTH PERTH TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK													
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES					
								Further investigation is required to assess the total cost and value of the replacement, with consideration to the remaining life of the existing poles relative to the expected life of new globes, and the timing of any underground power projects in the area. It is recommended this investigative work be undertaken in 2021/22 to inform the potential inclusion of this item in the Capital Works Program pending the outcomes of the investigation. The action is proposed to be updated to reflect the change in project timing.						
1.6	Facilitate stakeholder negotiations to redevelop the engagement with strata owners and property managers to inform future strategic planning considerations for North Perth Plaza	S&D	C&B	X	X	x	X	North Perth Plaza is strata titled as 21 properties with different owners. It is likely that a catalyst will be required for investment and redevelopment to occur, such as an anchor tenant choosing to close or relocate, adjacent redevelopment, changes to the planning framework, or other external economic forces. This is supported by the findings of the Town Centre Planning Framework investigation. It is proposed this action be amended to reflect the importance of engaging directly with the owners and property managers during the relevant consultation processes to inform the review of the Local Planning Strategy, Local Planning Scheme No. 2 and NPTCPP 2022/23 – 2025/26. It is proposed this action is supported by the Marketing team within Community & Business Services.	Amend action text to: Facilitate stakeholder engagement with strata owners and property managers to inform future strategic planning considerations for North Perth Plaza. Amend support					
1.7	Prepare an Urban Design Concept for View Street Car Park and surrounds	S&D	CEO/I&E	X	X	x	X	<ul> <li>Budget has been approved in 2021/22 to complete the project. The concept development will be informed by the above recommendations from the North Perth Common Stage 1 review (Action 1.1).</li> <li>A cost benefit analysis of the City owned building asset, within the urban design concept site, was completed in October 2020 resulting in the following:</li> <li>Significant capital works will be required to the building within 24 months;</li> <li>The building is currently tenanted by a community group for \$2,600 per annum, and the condition remains suitable for this use;</li> <li>It is possible to modernise the property, including new lights, carpet, and improving the room layout, to extend the asset life</li> </ul>	team to: C&B					

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_	VOLUME 2 - NORTH PERTH TOWN CENTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK												
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES				
								<ul> <li>by three years at a cost of \$30,000. This would not include works to the kitchen or bathroom, and would not make the building suitable for a commercial tenancy or integration into a public square; and</li> <li>It has been determined that the building is at the end of its economic life.</li> </ul>					
								It is recommended that no further capital investment be undertaken to extend the life of the building asset for its current use as the cost would not provide adequate return and would exceed the cost to demolish the building. It is recommended that the future use of the building and site is considered as part of the concept design, including additional investigation into the cost and feasibility of retrofitting the building for future economic use.					
								North Perth Common Stage 1 (Action 1.1) will occur ahead of this project. Administration will report on the status of this project as part of the North Perth Common Stage 1 review Council report and any changes to this action will be reflected in the NPTCPP 2022/23 – 2025/26.					
2.1	Plan Angove/Fitzgerald Street intersection improvements	I&E	S&D		x	x	x	The Design Review Panel identified the opportunity to create a pedestrian spine between Alma Road and Angove Street, offset west of Fitzgerald Street through the current North Perth Plaza site, North Perth Common, and View Street car park. This opportunity will be further investigated as part of Actions 1.3, 1.6, and 1.7. It is recommended improvements to the Angove/Fitzgerald Street intersection are investigated as part of the wider strategic context as outlined in these actions. It is proposed that the timing of this action be extended to align with the timing of Action 1.7.	Continuation of action. Extend timing to 2021/22.				
2.2	Plan and implement shared spaces streetscape improvements at Angove Street and Albert Street Junction and the adjacent te Albert Square public open space	S&D	I&E			x	x	The proposed shared space at Albert Street Junction was considered before the construction of North Perth Common, and has not been considered as a part of the City's Long Term Financial Plan. It is recommended that a business case for a future shared space at this location be considered in the NPTCPP 2022/23 – 2025/26, with consideration given to the relationship with North Perth Primary School and future redevelopment opportunities in the town centre.	Amend action text to: Plan and implement streetscape improvements at Albert Street Junction and the adjacent public open space.				
								action to plan streetscape improvements to improve the amenity of the public open space and connection to North Perth Primary	open space.				

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		VOLU	IME 2 - NOF	RTH PER		INTRE F	PLACE PLAN: IMPLEMENTATION FRAMEWORK		
EF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES
								<ul> <li>School. The following opportunities have been identified as fitting within the existing 2021/22 budget and have the capacity to be delivered:</li> <li>Engage an artist to create a mural on the City's bore pump utility box;</li> <li>Refurbish the timber picnic benches in the space;</li> <li>Plant a tree in the southwest corner to provide additional shade.</li> <li>The following opportunities have been identified, but require additional budget to be considered:</li> <li>Installation of wheel stops in the parking bays to prevent vehicle overhang into the footpath (\$3,000);</li> <li>Mulch or native plantings in the cul-de-sac verges and tree wells to prevent parking and improve the amenity (\$3,000). These plantings would require ongoing maintenance and manual watering; and</li> <li>Bike filter through the cul-de-sac (\$11,000).</li> <li>The streetlights on this segment of Albert Street may also be suitable for upgrade to LED globes to improve lighting quality and efficiency. This should be considered as a part of Action 1.5.</li> <li>The City's Public Open Space Strategy 2018 identifies the following key action:</li> <li>Establish Shared Use Agreements with the Department of Education to enable community access to school ovals and other amenities in the short (1-3 years) to medium (4-7 years) term. North Perth Primary School is identified as a priority site.</li> <li>Progressing a Shared Use Agreement with North Perth Primary should be prioritised as there is an opportunity to reinstate and improve connectivity for pedestrians and cyclists between Albert and View Streets.</li> <li>The action is proposed to be updated to reflect the change in project scope.</li> </ul>	

		VOLU	JME 2 - NO	RTH PE	RTH TO	WN CE	ENTRE I	PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES
2.3	Plan and implement upgrades to Fitzgerald Street	I&E	S&D	X	X	Complete X		The City replaced 21 planter boxes on Fitzgerald and Angove Streets in October 2021. These have been adopted by adjacent businesses who care for the plants. The current design and function of Fitzgerald Street is a significant constraint to the implementation of additional public realm improvements, particularly on the western edge. The footpaths are narrow and contain obstructions such as utility poles, and the current design of North Perth Plaza impacts the pedestrian realm as there is nearly 50 meters of car park frontage. Additional upgrades will be achieved through the delivery of Actions 1.3, 1.6, 1.7, and 2.4.	Mark action as complete in 2020/21.
2.4	Advocate to the Public Transport Authority for North Perth Plaza bus stop upgrade and naming	1&E	S&D	X	X	X	x	<ul> <li>The Public Transport Authority (PTA) has advised that displaying alternative branding or unique stop name on PTA managed or owned bus stop signage would not be considered for the following reasons:</li> <li>Each bus stop is assigned a number and geographic name (e.g. Fitzgerald Street after View Street);</li> <li>Stops identified as timed stops, where buses must dwell if running early, landmark names may be used. In this case, stop 12823 (before View Street) and 12814 (before Forrest Street) are timed stops and named 'North Perth Plaza';</li> <li>When people search for a bus stop within the Transperth system, there are various options (e.g. stop number, geographic name, or landmark); and</li> <li>Each of these identifiers are key pieces of system-wide wayfinding for public transport users.</li> <li>As shelters are typically Local Government property, the City could feature naming, branding, or other creative elements on the shelter, noting both the northbound and southbound stops are currently named 'North Perth Plaza'.</li> <li>The footpath area the northbound shelter is currently located on is the minimum width of 1.5m, with an alfresco area behind the shelter on private land, which further limits the options for alternative bus shelter designs or improved amenity. There is an opportunity to consider moving the bus stop location further north toward View Street, before the pedestrian crossing, which would</li> </ul>	

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		VOLU	JME 2 - NOF	RTH PE	RTH TC	WN CE	NTRE F	PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	18/19	19/20	20/21	21/22	UPDATE AND COMMENTS	DOCUMENT CHANGES
								the PTA and North Perth Plaza. This could be considered as part of Action 1.6. The southbound stop does not currently have a shelter, but is well served by seating and an awning, and is located on a wider footpath. It is recommended to prioritise the northbound environment in the first instance. Administration will determine	
3.1	Encourage North Perth Plaza Site Improvements	S&D	I&E	x	x	x	Defer X	options to name and upgrade the northbound bus stop in 2021/22. Improvements to North Perth Plaza site should be considered as a part of holistic redevelopment guided by the recommendations in Actions 1.3 and 1.6.	Mark action as defer in 2021/22.
								It is recommended that this action be deferred in its current form, and site improvements be considered as part of the stakeholder engagement proposed in Action 1.6 and as part of the development of NPTCPP 2022/23 – 2025/26.	
3.2	Increase the use of North Perth Town Hall by 5% annually and capitalise on its cultural significance and character	C&B	S&D/I&E	×	x	X	x	The number of booked hours increased from 837 in 2019/2020 to 1499.15 2020/21, a 79% increase, resulting in a 74% increase in earnings. The number of hirers also increased from 69 to 101. Regular hirers of the space include a range of community groups including the Vincent Community Kitchen and Repair Café, and dance classes. Civic events, including Citizenship ceremonies, continue to be held in the Town Hall as well.	
								Facility Bookings are currently in the process of engaging with regular hirers to confirm their ongoing bookings for 2022, and will continue to manage activation of the space by ensuring booking requests received are suitable to the venue.	
3.3	Plan and implement a View Street landscape link between Fitzgerald Street and the traditional heritage buildings	I&E	S&D	X	x	x	X	View Street has a number of mature street trees providing 1495m2 of canopy cover over 3m between Fitzgerald and Leake Streets (DPLH, 2018). This equates to 33.3% canopy cover for the street block, exceeding the best practice target of 25% canopy cover over 2.5m for residential and light commercial areas (City of Vincent Greening Plan, 2018-2023).	
								Opportunities for additional landscaping, such as eco-zoning and additional planting will be investigated in 2021/22 as a part of the Review of North Perth Common Stage 1 (Action 1.1) and the View Street Urban Design Concept (Action 1.7).	

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		VOLUME	3 - MOUNT	HAWT	HORN	N TOV	/N CE	NTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	19/20 2	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT CHANGES
1.1	Determine options to implement Free Wifi in priority town centre locations	ICT	I&E		Complete 🗙			<ul> <li>Preliminary investigations undertaken in 2020/21. Axford Park determined as the most suitable location. Approximate costs for public wifi in Axford Park include:</li> <li>One-off Basic Installation \$2,500</li> <li>Monthly service fee \$300</li> <li>Monthly bandwidth \$120</li> <li>Determining options complete. Funding for implementation proposed in 2021/22 and not supported through the budget process.</li> <li>The potential to implement Free wifi in Axford Park to be considered during the development of the MHTCPP 2023/24 -2026/27 and Axford Park Upgrade project.</li> </ul>	Mark action as complete in 2020/21.
1.2	Install Banner Poles along Oxford Street North	S&D	I&E			Defer X		A location plan was prepared and quotes for the manufacture and delivery of 7 banner poles along the central median of Oxford Street North obtained in 2020/21. Multi-functional light and banner poles were costed at \$42,500 (ex GST – excluding installation) and banner poles to replicate those along Scarborough Beach Road were costed at \$18,000 (ex GST - excluding installation). The installation of the \$18,000 banner poles was costed at \$31,000. The \$49,000 purchase and installation of banner poles was considered a discretionary spend and not proposed as part of 2020/21 budget prepared during the COVID-19 pandemic. Project details and costings to inform the preparation of the 2021/22 budget. Funding for implementation proposed in 2021/22 and not supported through the budget process. Action to be deferred for re-evaluation and consideration during the development of MHTCPP 2023/24 - 2026/27.	Mark action as defer in 2021/22.
1.3	Design and deliver the first phase of Axford Park Upgrade	S&D	I&E			Defer X	X	<ul> <li>Funding proposed in 2021/22 and not supported through the budget process.</li> <li>Axford Park Upgrade is proposed to be included in the LTFP in outer years, with \$206,700 attributed in 2024/25 and \$790,000 in 2025/26.</li> <li>Action to be deferred for re-evaluation and consideration during the development of MHTCPP 2023/24 -2026/27 and with consideration to the LTFP.</li> </ul>	Mark action as defer in 2021/22.

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		VOLUME	3 - MOUNT	HAW	THOR	N TON	/N CE	NTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	19/20	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT CHANGES
.4	Identify barriers inhibiting Mount Hawthorn's Night Time Economy in consultation with local businesses and determine actions to address these	S&D	C&B	X			x	<ul> <li>Administration commenced discussions with businesses in 2019/20 to identify barriers and determine opportunities to encourage businesses to stay open longer. Initial findings included:</li> <li>businesses unable to trial longer hours given staffing resource requirements; and</li> <li>businesses suggesting evening activations would increase the likelihood of opening longer.</li> <li>In response to the COVID-19 pandemic, consultation regarding the night time economy ceased and Business Health Checks commenced. Supporting businesses following COVID-19 restrictions has become a focus for the City and is being addresses through the Vincent Rebound Plan. Consultation regarding the night time economy will recommence following the implementation of the Rebound Plan which is scheduled to be implemented 2020/21-2021/22.</li> <li>The Mount Hawthorn night time economy is continuing to improve organically with new and emerging small bars. Anecdotal business feedback suggests the town centre has been busier in the evenings in 2021/22 than in the pre-pandemic period. This is likely due to limited interstate and international travel. It is anticipated that this higher level of patronage may decrease once travel restrictions are reduced and so the need to continue to monitor the night time economy and identify barriers continues to be a relevant action.</li> </ul>	
1.5	Install LED Street Lights along Scarborough Beach Road and Oxford Street	I&E	S&D	×	x	×	×	Potential to use cash-in-lieu for car parking funding, to replace existing lights with LED lights. Further investigation is required to assess the total cost and value of the replacement, with consideration to the remaining life of the existing poles relative to the expected life of new globes, and the timing of any underground power projects in the area. It is recommended this investigative work be undertaken in 2021/22 to inform the potential inclusion of this item in the Capital Works Program pending the outcomes of the investigation.	Continuation of action. Extend timing to 2021/22

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REF #	ACTION & PROPOSED UPDATES	TEAM	TEAM	19/20	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT CHANGES
1.6	Investigate and implement Lighting Improvements in the Flinders Street Car Park	I&E	S&D	X Complete	Complete			<ul> <li>Investigation completed in 2019/20. Lighting improvements costed at \$7,000 (ex GST) and included in 2020/21 budget. Improvements scheduled to be complete in 2020/21 and include supply and install:</li> <li>SL3 30W LED to the existing light fitting;</li> <li>SL2 30W single solar light with new pole; and</li> <li>Double SL2 30W solar lights with new pole.</li> <li>Lighting upgrade improvements as outlined above implemented in June 2021.</li> </ul>	Mark action as complete in 2020/21.
1.7	Implement Lane Lighting Improvements in the lanes between Flinders Street and Oxford Street			Complete				Project complete. Lighting installed in 2019/20.	
1.8	Undertake consultation to ildentify and deliver a preferred location for a Future Youth Space in the town centre or surrounds	S&D	C&B	X	X	X	X	In August 2020, John Carey MLA started a 'community conversation' on social media and undertook a community survey regarding potential locations for skate/scooter facilities in Mount Hawthorn. The survey findings aligned to this action and John Carey MLA committed \$200,000 to this project. A Mount Hawthorn Youth Skate Space working group was subsequently formed and includes key stakeholders from the local community. As this project progresses through the working group, further consultation will be undertaken to confirm the preferred location and suitable youth space elements to be facilitated with this funding.	Amend action text to: Identify and deliver a Future Youth Space in the town centre or surrounds Continuation of action. Extend timing to 2020/21 and 2022/23
2.1	Plan and facilitate Scarborough Beach Road/Oxford Street Intersection Improvements	S&D	I&E	X	X	x	X	The original plans for the upgrade of Oxford Street North included an advanced stop line at the junction of Oxford Street and Scarborough Beach Road. This was not approved by Main Roads Western Australia (MRWA) due to a lack of road space for a lead in lane. Administration is seeking for this decision to be reconsidered to ensure consistency along Oxford Street and Scarborough Beach Road. Advanced stop lines are currently in place at all other legs of the junction between Oxford Street and Scarborough Beach Road as well as along the rest of these routes. Administration believes it is essential to treat this junction consistently in order to prevent confusion and maintain highest possible level of safety.	

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REF #	ACTION & PROPOSED	RESPONSIBLE	SUPPORT	19/20	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT
	UPDATES	TEAM	TEAM						CHANGES
								Administration has sought approval from MRWA to make the westbound left hand lane on Scarborough Beach Road left turn only into Oxford Street as there is insufficient space for the two lanes to merge through the junction and an increasing number of complaints and reports have been received from residents and businesses requesting improvements. These improvements are considered the first stage of improving this intersection. Given the ongoing negotiations with MRWA, Administration will continue to investigate opportunities to reduce conflict at this intersection and the potential to incorporate art into any improvements that are supported by MRWA. To reflect this change, the timing of this initiative will be extended as the project will likely only be realised through ongoing, staged negotiation with MRWA.	
2.2	Rationalised the Parking Management of adjoining car parks between Fairfield Street and Flinders Street Implement the Mount Hawthorn specific findings of Action 3.3.1 of the Accessible City Strategy, including the Development of a Mount Hawthorn Precinct-specific Parking Management Plan.	S&D-I&E	<mark>I&amp;E</mark> -S&D		×		x	<ul> <li>Project scheduled to be undertaken in the first half of 2021.</li> <li>Adjacent business owners were contacted in 2020/21 to consider the potential to consolidate parking restrictions and signage. Further follow up and discussion is required to determine if an agreeable solution is able to be achieved.</li> <li>The timing and costs associated with delivering Mount Hawthorn precinct-specific parking management plans, which will assist with the rationalisation of parking management, are currently being investigated as part of the delivery of Action 3.3.1 of the Accessible City Strategy.</li> <li>The following text has been amended under Item 2.2 – Parking Management to reference Action 3.3.1 of the Accessible City Strategy (ACS) and the intent to deliver a Mount Hawthorn precinct-specific parking management plan. The timing of the delivery of this project will be dependent on the outcomes of Action 3.3.1 of the ACS. Should the development of the Mount Hawthorn precinct-specific parking management plan be scheduled post 2022/23, this action will be included in the MHTCPP 2023/24 -2026/27.</li> </ul>	Continuation of action. Extend timing to 2022/23 Include the adjacent amende- text highlighted in red. Amend responsible team to: I&E Amend support team to: S&D

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F #	ACTION & PROPOSED		SUPPOPT					NTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK	DOCUMENT
- #	UPDATES	TEAM	TEAM	19/20	20/21	21/22	22/23		CHANGES
								The parking restrictions in Mount Hawthorn Town Centre are	
								inconsistent, cause confusion, and do not maximise parking	
								efficiencies.	
								There are three separately owned car parks adjoin the City's	
								Flinders Street Car Park. The boundaries of these car park areas	
								are unclear and the varied restrictions and signage confusing. The	
								fragmentation of the car parking inevitably means the available	
								parking is not fully utilized.	
								An opportunity exists to consolidate the management of these car	
								parks to maximise the use of available car parking. With consistent	
								external and internal signage there will be more effective sharing of parking and improved perceptions of the availability of public	
								parking and improved perceptions of the availability of public parking.	
								A precinct parking management plan was developed for the Mount	
								Hawthorn precinct in 2009. Actions within the management plan	
								were incrementally delivered over the past decade in an ad-hoc	
								manner which has resulted in varied restrictions and signage which	
								do not consider the precinct holistically.	
								This piecemeal approach to parking management is reflected in	
								available parking not being fully utilised. An opportunity exists to	
								rationalise parking management and maximise parking efficiencies	
								by delivering an up-to-date Mount Hawthorn precinct-specific parking management plan. The City identified this opportunity	
								through Action 3.3.1 of the Accessible City Strategy and will	
								determine the preferred approach and timing to deliver an updated	
								Mount Hawthorn precinct-specific parking management plan in	
								2021/22.	
								Rationalise the Parking Management of adjoining car parks between	+
								Fairfield Street and Flinders Street	
								Implement the Mount Hawthorn specific findings of Action 3.3.1 of	
								the Accessible City Strategy, including the Development of a Mount	
								Hawthorn Precinct-specific Parking Management Plan.	

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		VOLUME	3 - MOUNT	HAW	THOR		VN CE	NTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES	RESPONSIBLE TEAM	SUPPORT TEAM	19/20	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT CHANGES
2.3	Investigate the potential to Formalise Parking along Edinboro Street	I&E	S&D			x		Preliminary investigations completed and costed the formalisation of parking at \$52,000 (ex GST). A detailed design has not been prepared as the delivery of this project was planned and scheduled to coincide with the delivery of the detailed design for Axford Park Upgrade (Action 1.3).	
2.4	Install decorative lighting at the Anzac Road roundabout to denote the southern town centre entry and complete the Oxford Street North Upgrade	S&D	I&E	Complete				Project complete. Lighting installed in 2019/20.	
2.5	Advocate for a 30km/h Speed Zone along Oxford Street North	I&E	C&B	x	x	x	x	The previously advocated reduced 40km/h speed zone came into effect 9 November 2020. MRWA has confirmed the minimum timeframe between reviews is five years but noted a shorter timeframe for review could be considered if there has been a significant change in conditions since the previous review. The City will continue to negotiate with MRWA to achieve the desired 30km/h.	
2.6	Advocate for the extension of the 40km/h Speed Zone east along Scarborough Beach Road	I&E		Complete				Action completed in 2019/20.	
2.7	Advocate for the extension of the 40km/h Speed Zone west along Scarborough Beach Road	I&E		x	x	x	x	In February 2020 Administration requested MRWA conduct a speed zone review to consider extending the 40km/h town centre zone to the 40km/h school zone along Scarborough Beach Road. The proposed 40km/h speed limit extension was rejected by MRWA. Ongoing investigation is taking place based on previous correspondence with MRWA and the City will continue to negotiate the extension of the 40km/h speed zone further west along Scarborough Beach Road to meet the 40km/h school zone.	

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		VOLUME 3	3 - MOUNT	HAW	THORI	N TON	/N CE	NTRE PLACE PLAN: IMPLEMENTATION FRAMEWORK	
REF #	ACTION & PROPOSED UPDATES		SUPPORT TEAM	19/20	20/21	21/22	22/23	UPDATE AND COMMENTS	DOCUMENT CHANGES
3.1	Undertake a Streetscape Audit to determine opportunities for streetscape improvements	S&D	I&E	x	X	X		Streetscape 'street walk' audit undertaken with Mt Hawthorn Hub in December 2019. Improvement opportunities identified including additional planting and street furniture. The preparation of a detailed plan of the town centre streetscape audit and costings was delayed in 2020/21. The detailed plan is required to inform the Capital Works Program and LTFP updates and is now proposed to be prepared in 2021/22.	Continuation of action. Extend timing to 2021/22.
3.2	Develop a Mount Hawthorn Town Centre Streetscape Palette	S&D	C&B	X	X	X		Project commenced but not delivered in 2019/20. Timing to align with Action 3.1 and be extended to 2021/22.	Continuation of action. Extend timing to 2021/22.
3.3	Determine a preferred location for an Iconic Town Centre Artwork in consultation with the community	C&B	S&D	x	x	X		Potential Mount Hawthorn locations for a major public artwork, to be funded as part of the COVID-19 Arts Relief Grant funding, were identified and provided to the Arts Working Group in May 2020. A preferred location for a future iconic town centre artwork will be identified during the preparation of the Wayfinding Plan and opportunities to engage with the community on the preferred location will occur as part of the Wayfinding Plan consultation.	
3.4	Investigate the potential to Underground Power along Oxford Street North and Hobart Street	I&E	CEO	X	X	X		An investigation report is currently being drafted by an external consultant for completion by the end of 2021. The State Underground Power Program is ongoing through Western Power.	Continuation of action. Extend timing to 2021/22.
3.5	Negotiate the Beautification of Lot 100 Scarborough Beach Road with Telstra Corporation Limited	S&D	I&E	Complete				Action completed in 2019/20.	





# TOWN CENTRE PLACE PLAN VOLUME SERIES

The City of Vincent Town Centre Place Plans Volume Series has been developed as a set of 'place based' strategic documents to guide the direction of funding and resources in the City's town centres. The documents guide the implementation of all major initiatives in the town centres.

The Town Centre Place Plans (Place Plans) are split into the following volumes:

**VOLUME 01** sets out the strategic direction for **all** of the City's town centres and outlines the projects (including associated funding and resources) which are common to all town centres.

**VOLUME 02 to 06** include the Place Plans specific to each town centre. Each volume relates to one of the City's five town centres and outlines the funding and resources the City has specifically committed to each individual town centre. Volumes 02 to 06 have been developed as comprehensive, standalone documents which build upon the detailed information relating to all of the town centres in Volume 01.

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.

INTRODUCTION

# VOLUME O1 Vincent town centre place plans

**00** INTRODUCTION

**01** ACTIVITY

02 MOVEMENT

- 03 CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

## VOLUME 02 NORTH PERTH TOWN CENTRE PLACE PLAN OD introduction

- 01 ACTIVITY
- 02 MOVEMENT
- **03** CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

## VOLUME 03 Mount hawthorn town centre place plan

- **01** ACTIVITY
- 02 MOVEMENT
- **03** CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

## VOLUME 04 Leederville town centre place plan

- **II** INTRODUCTION
- 01 ACTIVITY
- 02 MOVEMENT
- **03** CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

# VOLUME 05 Beaufort street town centre place plans

- **01** ACTIVITY
- 02 MOVEMENT
- 03 CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

## VOLUME O6 William street town centre place plan

## 

- **01** ACTIVITY
- 02 MOVEMENT
- **03** CHARACTER
- 04 IMPLEMENTATION FRAMEWORK
- VOLUME 07 PICKLE DISTRICT PLACE PLAN 00 introduction 01 activity 02 movement
- **03** CHARACTER
- 04 IMPLEMENTATION FRAMEWORK

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VINCENT TOWN CENTRE PLACE PLANS

# CONTENTS

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01	ACTIVITY	12
02	MOVEMENT	18
03	CHARACTER	22
04	IMPLEMENTATION FRAMEWORK	24

## DISCLAIMER

This document has been prepared for the use of the City of Vincent. The City of Vincent disclaims responsibility to any third party acting upon or using the whole or part of its contents.

DATE	DETAILS	STATUS
09/04/18	Vincent Town Centre Place Plans	Final
19/06/19	Vincent Town Centre Place Plans	Review I
20/10/20	Vincent Town Centre Place Plans	Review II
21/10/21	Vincent Town Centre Place Plans	Review III

# **OO INTRODUCTION**

## The City of Vincent (City) has five major town centres – North Perth, Mt Hawthorn, Leederville, Beaufort Street and William Street.

The town centres are classified as District Centres in the State Planning Framework, with the exception of Leederville which is classified as a Secondary Centre. The State and local planning framework identify the town centres as important opportunities for targeted infill development that are expected to redevelop over time to meet changing community needs.

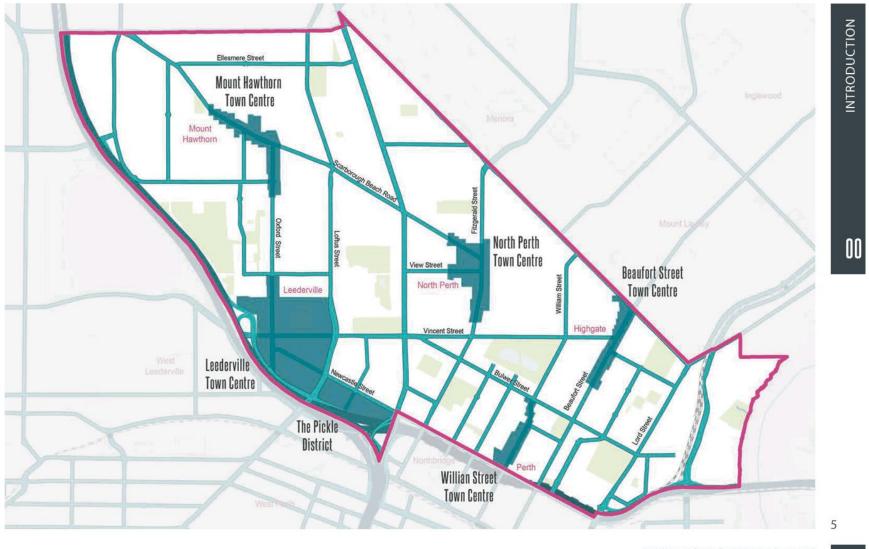
# TOWN TEAMS

Each of the town centres has a 'town team', but a town team can emerge outside of a town centre. The 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 include:

- Mt Hawthorn Hub >> Mount Hawthorn Town Centre;
- Leederville Connect >> Leederville Town Centre;
- North Perth Local >> North Perth Town Centre;
- Beaufort Street Network >> Beaufort Street Town Centre;
- Northbridge Common >> William Street Town Centre; and
- The Pickle District >> West Perth.

The town teams are not an affiliate of the City but can access funding for community driven initiatives. The town teams are made up of a diverse range of members that include business owners, land owners and local residents. Each town team member brings a different set of skills and life experiences to the table and these collectively shape the direction, composition and identity of the five 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 town centres and the town teams are able to effectively communicate issues, solutions and ideas to the City through their respective Action Plans. The City works collaboratively with the town teams to deliver locally based activities/events, physical improvements and economic and community development initiatives.



VINCENT TOWN CENTRE PLACE PLANS

# A PLACE MANAGEMENT APPROACH

The City's Place Management team is responsible for coordinating and influencing the City's service units to deliver great place outcomes. The Place Management team delivers and influences a variety of projects and is responsible for coordinating the delivery of the Place Plans.

The City of Vincent employs a Place Management approach to streamline and improve the management of the wide range of issues, challenges and opportunities that face the City's town centres. Place Management was established at the City in 2013 and has since evolved through a three phase process. This evolution process is outlined in the **Evolution of Place Management Diagram** below. The implementation of the Place Plans is set to occur during the 'Manage' phase.

## ESTABLISH

- Establish working relationships with Administration
- 1.2 Build relationships with town centre communities
- **1.3** Develop working relationships with the City's service units and establish a focus on places
- 1.4 Facilitate creation and growth of Town Teams and assist the development of their Action Plans
- 1.5 Identify and address 'easy to solve' physical deficiencies
- 1.6 Establish Place Management as a core component of Vincent's service offer
- 1.7 Champion good place outcomes and focus on: people first, entrepreneurial principles, customer service and placemaking
- 1.8 Identify and deliver 'easy to solve' procedural improvements
- Identify and amend 'easy to solve' policy anomalies
- Manage projects through to completion

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VINCENT TOWN CENTRE PLACE PLANS

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lement	and	refine	strate

#### Prepare, implement and refine strategic Place Plans Ensure Service Unit Plans are delivering the projects in

- 2.2 Ensure Service Unit Plans are delivering the projects in the Place Plans
  2.3 Place Managers to transition from project management function to advisory and coordination role
- 2.4 Prepare Town Centre Performance Measurement Strategy and begin to collect and collate key data sets
- 2.5 Continue to support the growth and maturity of the Town Teams
- 2 f Manage the Town Team Grant Program
  - Guide the creation and implementation of place activation initiatives
- Guide the creation and implementation of a Place Branding and Marketing Campaign for the town centres
- 2.8 Identify emerging industries and develop support strategies within the Place Plans
- Work with the Business Advisory Group to develop and improve the local economy
- IIReview how Place Management interacts with<br/>Executive Management and Elected Members
- .12 Improve Place Manager mobility to be more present in town centres
- 13 Support development and review of Town Team Strategic Documents/Action Plans
- Help improve broader industry practice and be recognised as a leader in place led governance
- 5 Continue to champion great place outcomes at the City

## MANAGE

- 3.1 Identify potential resource and funding support streams with State and Federal Agencies3.2 Advocate for major town centre improvements at a
  - State and Federal level
- **3.3** Support Town Teams to become more profitable, sustainable place based entities
- 3.4 Continue to develop and refine Town Centre
- Performance Measurement Strategy
- 3.5 Oversee the implementation of the Place Plans
- 3.6 Review and update the Place Plans

3.8

- **3.7** Continue to develop support strategies for emerging industries
  - Identify the need for new Policies and Policy changes
  - Be a well-known example of best practice in Place Management nationally
- **3.10** Perform key role in the strategic planning and development of City of Vincent land in town centres
- **3.11** Investigate other areas that would benefit from a Place Management approach and outline funding and resourcing requirements
- 3.12 Continue to champion great place outcomes in the organisation
- 13 Identify and manage the design component of major town centre projects
- .14 Coordinate the City's Place Based Structure and Place Teams

# PLACE PLAN PROCESS

The Place Plans capture and build upon existing strategies and plans prepared by the City.

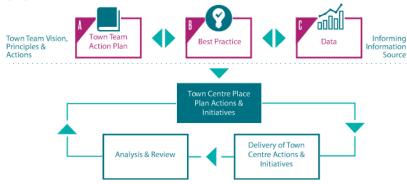
The projects within the Town Centre Place Plans are either existing town centre based projects from other strategies – or – plans or new projects that have been identified by analysing and applying information from the following three sources:

. the content and identified actions within the town team Action Plans;

B. best practice; and

**l**. data collected through the Town Centre Performance Measurement Strategy.

The diagram below identifies the process in which Place Plan actions are prepared.



## TOWN TEAM ACTION PLANS

The town team Action Plans provide the opportunity for town teams to influence the strategic direction and management of their town centre. Town team Action Plans are prepared by local people who have a deep knowledge and feel for the place. The Action Plans are critical to the City better understanding the needs and aspirations of the local community. Key actions from the town team Action Plans are assessed by the City and considered for inclusion in the relevant Place Plan.

## **BEST PRACTICE**

Best practice case studies and current urban trends from both Australia and overseas inform the strategies and actions included in the Place Plans. Similarly, the City is informed and kept up to date with emerging trends and practices through partnerships with local universities. These partnerships bring new strategies and actions to light which are then considered for inclusion in the Place Plans.



The City has prepared a Town Centre Performance Measurement Strategy to help guide the data collected in town centres. This is an internal document that guides the data collection activities of Administration. By collecting and analysing data in a structured and deliberate manner, decision-making becomes better informed. Through the collection of good quality data Administration is able to recommend targeted strategies and interventions.

The collection and analysis of data is a key component in the formulation of actions and strategies within the Place Plans.

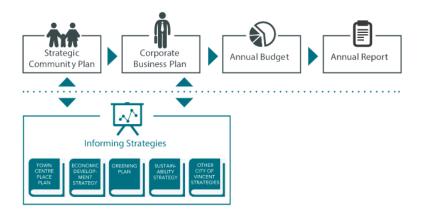
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VINCENT TOWN CENTRE PLACE PLANS

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# PLACE PLAN PURPOSE

The Place Plans form a part of the City's suite of informing strategies. 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 creation of the Place Plans is identified in the City's Corporate Business Plan, adopted 25 July 2017, and their relationship with the City's future Strategic Community Plan and Corporate Business Plan is illustrated in the diagram below.



# STRATEGIC COMMUNITY PLAN 2018-2028

The City of Vincent Strategic Community Plan 2018–2028 includes the vision that:

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

This vision is underpinned by a number of key priorities including: Enhanced Environment, Accessible City, Connected Community, Thriving Places, Sensitive Design and Innovative & Accountable

All of which directly align with the purpose and objectives of the Town Centre Place Plans.

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.

# **MONITORING & REVIEW**

Each action within the Place Plans is a project and therefore required to be managed appropriately including the use of project schedules and project plans. Major projects will also need to be highlighted in the Corporate Business Plan.

Place Management is responsible for coordinating with the City's service units to work through the action items within the Place Plans and ensure the work is undertaken on time and on budget.

Progress reporting to Council on the implementation of the Place Plans is required annually. Progress reports will be prepared by Place Management with input from applicable service units at the City.

The Place Plans are intended to be iterative documents which evolve over time. The plans will be reviewed as follows:

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VINCENT TOWN CENTRE PLACE PLANS

## MINOR REVIEW:

High-level annual review may include but is not limited to:

- a. including town team priority projects and initiatives which are supported by best practice, data and Council priorities;
- b. reflecting changes to the Corporate Business Plans and Strategic Community Plan; and
- c. including priority projects, initiatives and items which may arise in relation to shifts in best practice, in response to specific data acquired and/or external funding opportunities from private organisations, state and/or federal agencies.

## MAJOR REVIEW:

A four year review will include major changes to the Place Plan documents including possible structure revisions and graphic design updates. It will also reflect changes to the town team structures and project implementation processes as applicable.

## MEASURING PERFORMANCE

The City has access to a range of data that is dispersed across a variety of organisations and information platforms. Current data on hand includes:

- vehicle speeds and volumes;
- development approvals;
- . permit approvals ;
- demographic data (via .id); .
- limited public transport data provided by the Public Transport Authority; .
- parking numbers and restrictions;
- a diverse range of previous engagement results;
- community asset mapping; and
- rates information.

Place Management has prepared a Town Centre Performance Measurement Strategy which outlines the key datasets the City needs to better understand in order to manage and improve the performance of its town centres. These datasets are outlined on the adjacent page.

Gathering and analysing data is critical to informed decision making. The data sets below will provide a thorough understanding of the place and continue to highlight required action that emerges through the review process.

#### **DIVERSITY & VITALITY** MOVEMENT & CONNECTIVITY Retail Offer Footfall Culture & Leisure Offer Geographical Catchment Events Access **Reported** Crime DATA SET Parking **Business Confidence**

**Community Spirit** 



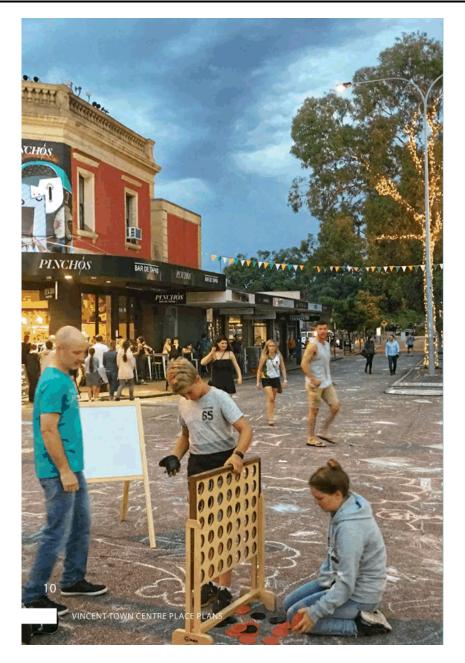
Markets

DATA SET

9

VINCENT TOWN CENTRE PLACE PLANS

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# HOW TO READ THIS DOCUMENT!

The Vincent Town Centre Place Plans Volume Series is structured around three Key Focus Areas:

# **OI ACTIVITY** Sets out the actions and projects which assist the City to enhance activity in its town centres so they can reach their activation and economic potential.



**02 MOVEMENT** Sets out the actions and projects which enhance walkability, improve the use of public transport, deliver parking efficiencies and create more pedestrian and cycle friendly town centres.



**O3 CHARACTER** Sets out the actions and projects which contribute to Vincent's town centres unique sense of place.



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The City of Vincent is committed to 'Greening Vincent' by increasing overall canopy cover, creating more liveable and walkable neighbourhoods and fostering biodiversity within the City of Vincent. Major greening projects are identified in:

the City's Greening Plan Implementation Schedule; and

• the actions in the Place Plan Volume Series that are demarcated with the Vincent Greening Icon below.



**GREENING** Any action that has a greening component is marked with the City of Vincent's Greening Plan Icon.

**IMPLEMENTATION FRAMEWORK** Sets out the actions, time frames and the responsible teams for the delivery of all of the identified projects.

Each project is explained using the following three step process:



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STEP 2

**STEP 3** 

# DIAGNOSIS

Diagnosing the issue or opportunity evident in the town centres. These may be identified in town team Action Plans, as an opportunity to achieve best practice or through the analysis of data.

# ANALYSIS

Analysing the detail of the issue or opportunity to understand the best path forward.

# SOLUTION

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

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# **O1 ACTIVITY**

THE ACTIVITY FOCUS AREA RELATES TO THOSE PROJECTS AND INITIATIVES THAT HELP TO BRING THE STREETS TO LIFE. IT RELATES TO ACTIVATION, Events, Public Spaces, Marketing, The Local Economy and Future Development.



## EVENTS AND ACTIVATION

### ITEM 1.1 - PUBLIC SPACE ACTIVATION

Many of the public spaces in Vincent's town centres are not well activated.

A carefully curated events program in a town centre can amplify the local economy, connect the community, and raise the profile of the place to the broader public. A range of events that vary in scale and style that are designed for the local demographic should be programmed by either the City, town teams and/or businesses (or together in partnership).

Events and activities must be carefully designed to cater for the range of people who visit Vincent's town centres. Active and engaging public spaces attract people and encourage them to 'linger longer'. The City recognises the value of engaging visitors to stay longer and the Activation Schedule will be developed to facilitate this.

The City needs to prepare an activation program for each of its town centre public spaces.

Promote Town Centre Public Space Activation

# EVENTS AND ACTIVATION

### ITEM 1.2 - ONLINE HIRE PLATFORM

It is difficult to hire the public space in Vincent's town centres.

The City has recently improved the hiring process for town centre public spaces but there is still room for improvement. Town teams and the local business community are encouraged to hire the town centre public spaces to run events and activities. The hiring process needs to be promoted, simplified and a more user friendly online platform investigated.

Review hire fees and create an improved **Online Hire Platform** and booking system for town centre public spaces

# **EVENTS AND ACTIVATION**

### ITEM 1.3 - STREAMLINE EVENT APPROVALS PROCESSES

Events often require multiple approvals from the City, sometimes resulting in a complex and long process.

The City's approval processes need to be refined and streamlined to make it easier for town teams and the community to run events in town centre public spaces.

The City's service units would benefit from an improved understanding of the events approvals processes, as a multidisciplinary approach is needed in order to deliver information and approvals in a timely manner.

User friendly online systems could be implemented to simplify the approvals processes.

Streamline the City's Event Approvals processes

# **EVENTS AND ACTIVATION**

ITEM 1.4 - SUPPORT EVENTS

Major events require financial and administrative support from the City of Vincent.

Events are important for the local economy as well as bringing the community together. The City should continue to provide ongoing support for festivals and events in Vincent's town centres.

Provide ongoing support for Town Team Events & Other Public Events

### **CUSTOMER SERVICE**

### ITEM 1.5 - SERVICE & MAINTENANCE

Vincent's town centres require a high level of service and maintenance.

The City is currently investigating the viability of increasing service and maintenance levels in town centres through prioritisation of specialised town centre works schedules and improvements to reporting.

Clean, curated and attractive public spaces are more inviting, encouraging people to linger longer.

Specialising the maintenance works and frequencies for the town centres will improve the way the City is able to deliver a higher level of ongoing service in each of the town centres.

Improve and monitor the level of **Service & Maintenance** provided in the town centres

TOWN CENTRE TIDY TEAMS will deliver a higher level of maintenance and care to landscaped areas in Vincent town centres.

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### **CUSTOMER SERVICE**

### ITEM 1.6 - TOWN TEAM GRANT PROGRAM

Town teams require financial support to deliver outcomes for their respective town centres and to make themselves more sustainable entities.

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.

Manage the Town Team Grant Program

# **MARKETING & BRANDING**

### ITEM 1.7 - MARKETING & BRANDING

Vincent's town centres do not have strong and cohesive brands or benefit from a coordinated marketing approach.

The town centres are primarily branded through the town team websites, WA Tourism and independent place promoters such as Urban List and Broadsheet Perth. A carefully considered and targeted marketing strategy will further promote each town centre. Further work needs to be undertaken to understand the best approach to marketing, whether it is led by the City of Vincent, the town teams, or both.

This project has changed due to resourcing and budget changes. The funds have been reallocated to Visit Perth website. Refer to Item 1.8

# **MARKETING & BRANDING**

### ITEM 1.8 - DESTINATION MARKETING

The City does not partner with other inner city local governments to promote destination tourism of its town centres.

A partnership between the City and inner city local governments should be developed to better promote key inner city destinations.

Work collaboratively with the Inner Perth Assembly to promote and improve Visit Perth website.

## **BUSINESS SUPPORT**

### ITEM 1.9 - LOCAL LAWS REVIEW

The Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008 make it difficult for businesses to use and activate the public realm.

Vibrant places have active footpaths that include alfresco dining, goods displays and street performers.

Amendments to the Trading in Public Places and Local Government Property Local Laws will make it easier for businesses to utilise the public space in front of their shopfronts by enabling an online selfadministering process that reduces paperwork and approval time frames.

Amend the Trading in Public Places Local Law 2008 & Local Government Property Local Law 2008

### **BUSINESS SUPPORT**

### ITEM 1.10 - BUSINESS ENGAGEMENT PROGRAM

The City of Vincent does not provide any specific business support measures.

We know the local community love the mix of independent traders in Vincent's town centres. There are a variety of trends affecting businesses, including but not limited to the below:

- the use of technology to consume, engage and experience;
- people want to experience urban environments;
- customers are fashion conscious;
- customers are culturally in tune (music, film, books, theatre, art, etc);
- restaurants and bars provide the experience customers want;
- a transition to online shopping;
- a focus on networking (social media, etc);
- many customers is Vincent are career driven and time poor;
- customers have progressive attitudes and are socially conscious; and
- customers have relatively high incomes (or capacity for high income).

The City of Vincent should create a Business Engagement Program that includes a digital platform that businesses can access to review emerging trends, link into existing training and funding opportunities, obtain business support and be a forum for knowledge exchange.

This Engagement Program will include trends and tips about catering to the local community and could also include networking events.

Implement a Business Engagement Program



# AFTER-HOURS ACTIVITY

### ITEM 1.11 - LIVE MUSIC VENUE PROTECTION

Live music venues are at risk of conflicting with new and nearby residential development.

The City has a number of well-established performance venues which attract visitors from all over Perth to view and listen to a diverse range of music acts.

Current legislation could result in live music venues having to alter the way they function to mitigate their impact on new neighbouring sensitive land uses (residential).

These live music venues contribute significantly to the economy of their respective town centres. They are well known and respected cultural institutions which must be promoted and protected.

Advocate for Live Music Venue Protection

# DEVELOPMENT OPPORTUNITIES

### ITEM 1.12 - CITY OF VINCENT OWNED LAND

The City does not have a strategy outlining how its landholdings in the town centres could be used.

The City should plan for the future of its current and future landholdings. A strategy could be developed to explore the strategic acquisition of land or use of City owned land for a variety of purposes which could include affordable housing, parking improvements, enhanced town centre connections and opportunities for office sites to support day trade activities and consideration of renewable energy opportunities.

Prepare a Strategy for City of Vincent Owned Land within the town centres

# PLANNING FRAMEWORK

### ITEM 1.13 - TOWN CENTRE PLANNING FRAMEWORKS

Vincent's town centres are expected to grow over the coming years in line with population projections and in response to the state planning framework. The town centres are distinctive in their own ways and are places that local people identify with and deeply care about. They require careful management to ensure that future development contributes to their success while preserving and enhancing their uniquely different characters.

Draft Local Planning Strategy Action 1.4.2 – Economy and Employment states that the City should "Appropriately zone and/or prepare structure plans for planned growth areas to facilitate a mix of compatible residential and commercial development opportunities."

Further to this, four of Vincent's town centres are identified in State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP4.2). Leederville is identified as a Secondary Centre and requires the preparation of an Activity Centre Structure Plan, while North Perth (Fitzgerald Street), Mount Hawthorn and Mount Lawley are identified as District Centres and also require the preparation of an Activity Centre Structure Plan but only requiring WAPC approval if the amount of proposed floorspace exceeds 20,000m2.

Perth (William Street) is not listed in SPP4.2. However, a place specific planning framework will need to be investigated for this town centre if its growth and development is to be appropriately managed.

Investigate a **Planning Framework** for each of the town centres



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# **02 MOVEMENT**

THE MOVEMENT FOCUS AREA IS ABOUT CREATING A MORE WALKABLE ENVIRONMENT AND ENCOURAGING GREATER USE OF PUBLIC TRANSPORT. IT'S ABOUT CREATING THE ENVIRONMENT THAT ENCOURAGES CYCLING AS A VIABLE ALTERNATIVE TO DRIVING A CAR.



# RETHINKING MOVEMENT IN THE TOWN CENTRES

### ITEM 2.1 - INTEGRATED TRANSPORT PLAN

The City does not currently have a strategic position on how it prefers its residents and visitors to 'get around'.

An Integrated Transport Plan that outlines actions relating to walking, cycling, public transport and cars (including car parking) is required. The Integrated Transport Plan should provide recommendations for additional cycling routes and improved connections to and through the town centres.

The 2016 Census data shows that car ownership in Vincent remains high. Most people still drive to work. A preference for cars impacts on the volume of vehicles moving through the local road network.

Instead of focusing on reducing vehicle congestion, attention should be given to promoting alternate travel methods and the improvement of non-car related infrastructure. Actions to improve and enhance walking, cycling and public transport should be developed and outlined in the Integrated Transport Plan.

Prepare an Integrated Transport Plan



# RETHINKING MOVEMENT IN THE TOWN CENTRES

### ITEM 2.2 - TRANSPORT INFRASTRUCTURE

Public transport is currently not as efficient and convenient as driving a car. There are very few east – west public transport connections between Vincent's town centres.

There are currently three east-west bus routes in the City of Vincent. The No. 15 bus runs between Leederville Town Centre and Charles Street before diverting southward to the City and the No. 402 and 990 connect Glendalough to Mount Hawthorn Town Centre before diverting southward on Loftus Street and Scarborough Beach Roads respectively, before continuing on to the City.

The poor east-west connections result in town centre visitors and workers being left with limited options other than to drive. Public transport bus and train services are all designed to service Perth, which means that a 10 minute east-west drive from Beaufort Street to Leederville can result in a 40 minute train ride. This increase in journey time is a deterrent for people to use public transport.

The CAT Service is a popular and highly effective short range bus service operating primarily in the City of Perth. The CAT Service does not extend into the City if Vincent's town centres but opportunities to extend this service and to improve east-west connections across Vincent should be explored.

Advocate to State Transport Authorities for **Transport Infrastructure** Improvements including improved east-west connections

## **RETHINKING MOVEMENT IN THE TOWN CENTRES**

### ITEM 2.3 - TRANSPORT EDUCATION PROGRAM

The impact that car parking has on the functionality and livability of Vincent's town centres seems to be misunderstood.

The high social and physical cost of car parking is often not realised or acknowledged. Developing additional car parking in established town centres can be difficult without large scale redevelopment. Continuing to develop at-grade, free and unrestricted parking to cater for increasing population and demand, is also a threat to the fabric of Vincent's town centres because it encourages driving, increases traffic and undermines public transport, cycling and walking.

The negative effect of too much car parking should be explained through an overall Transport Education Program. The Transport Education Program would need to effectively explain the benefits of improving car parking management processes and utilising alternative transport options.

Implement a Transport Education Program

## RETHINKING MOVEMENT IN THE TOWN CENTRES

### **ITEM 2.4 - AFTER-HOURS TRANSPORT OPTIONS**

Vincent's town centres can be difficult to access and/or leave via public transport after-hours.

Vincent's town centres are currently difficult to access at night by public transport. If you live nearby walking and cycling are viable options, but cars, ride share and taxis are generally the only other viable means of transport. Leederville and Beaufort Street are well serviced by trains and buses during the day, but service levels fall away significantly in the evening.

Changes need to be made to promote the use of public transport after dark and the City should work closely with ride share companies to encourage them to manage their drivers to minimise their impacts on the movement network.

Advocate for After-hours Transport Options

MOVEMENT

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# IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.5 - WAYFINDING STRATEGY

Wayfinding in Vincent's town centres is cluttered, unclear and limited.

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. Those decisions are also supported by signage and tactile interventions (such as textured paving).

Wayfinding in Vincent's town centres has significant room for improvement. An over proliferation of signage and styles competes for attention and can result in confusion.

A Wayfinding Strategy should be prepared to:

- create a comprehensive, clear and consistent visual communication system with concise messaging; and
- only include the information that is relevant to the space, location and navigation path.

Develop a Wayfinding Plan

## IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.6 - LANEWAY NAMING

The City's Policy for naming Laneways and Rights of Way is difficult to use and has resulted in laneways being difficult to name.

Wayfinding improvements must encompass the naming of currently unnamed laneways in Vincent's town centres. Policy No. 2.2.8 Laneways and Rights of Way has presented some administrative difficulties and will need to be reviewed to make the naming process more efficient.

Review the naming requirements within the Laneways and Rights of Way Policy 2.2.8

# IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.7 - BUS NOISE EMISSION IMPROVEMENTS

The noise generated by frequently passing buses is having an impact on the amenity of Vincent's town centres.

Further studies are required to confirm these impacts and assist further advocacy to the Public Transport Authority to invest in improvements to reduce noise emissions from their bus fleet.

Advocate to the Public Transport Authority for **Bus Noise Emission** Improvements

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# IMPROVING TOWN CENTRE ACCESSIBILITY

### **ITEM 2.8 - UNDERGROUND POWER**

Overhead powerlines in Vincent's town centres are unattractive and stop trees from reaching full maturity.

Mature street trees are a simple yet vital component of the public realm, providing not only a more attractive and comfortable pedestrian environment, but also sensory stimulation with sound, movement and dappled natural light. Street trees enclose the street space with green canopies and provide a connection to the natural world from which urban dwellers can often have perceived disconnect.

Trees cannot reach maturity underneath overhead power lines due to Western Power's separation requirements. An investigation into the costs and benefits of underground power is necessary.

Investigate the costs and benefits of **Underground Power** in Vincent's town centres

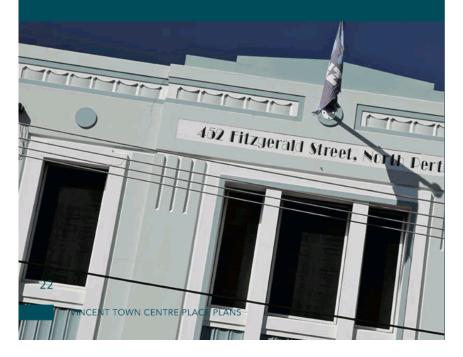
UNDERGROUND POWER will contribute to Greening Vincent by allowing trees to mature, increasing canopy coverage and improving walkability.



MOVEMENT

# **03 CHARACTER**

WHAT ARE THOSE SPECIAL ELEMENTS OF A Place that make it distinctive? It is the Buildings, the Businesses, the People, the Institutions, the Local Stories, the History? – It's the tapestry of places.



# **CREATING PLACES FOR PEOPLE**

### ITEM 3.1 - HIGH QUALITY GROUND FLOOR DESIGN

The standard of ground floor design needs to be improved in all new developments.

Good ground floor design outcomes are a fundamental component to walkability and are crucial to the saleability of new ground floor tenancies and the long term success of businesses.

The City is committed to enforcing and promoting good, high quality ground floor design outcomes and will advocate to developers and businesses to achieve this.

Advocate for **High Quality Ground Floor Design** to the development industry and business community





	KEY ACTION/ PROJECT	RESPONSIBLE TEAM*	SUPPORT TEAM*	TOWN CENTRE WIDE**	18/19		TIMING 9/20 20/21		
(EY F(	DCUS AREA 1: ACTIVITY								
VENTS	S & ACTIVATION								
/1.1	Promote Town Centre Public Space Activation	C&B	S&D	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	`	
/1.2	Review hire fees and create an improved <b>Online Hire Platform</b> and booking system for town centre public spaces	C&B		$\checkmark$	$\checkmark$	$\checkmark$	COMPLETE	-	
/1.3	Streamline the City's Event Approvals processes	C&B	S&D/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	v	
/1.4	Provide ongoing support for Town Team Events & Other Public Events	C&B	S&D/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	`	
USTON	MER SERVICE								
/1.5	Improve and monitor the level of Service & Maintenance provided in the town centres	I&E	S&D	$\checkmark$		$\checkmark$	$\checkmark$		
/1.6	Manage the Town Team Grant Program	S&D	C&B/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$		
<b>MARKE</b>	TING & BRANDING								
/1.7	Prepare and implement Town Centre Marketing & Branding Plans	C&B	S&D	$\checkmark$	$\checkmark$	$\checkmark$			
/1.8	Work collaboratively with the Inner Perth Assembly to promote and improve Visit Perth website	C&B	S&D	$\checkmark$	$\checkmark$	$\checkmark$	OMPLETE		
USINE	ISS SUPPORT								
/1.9	Amend the Trading in Public Places Local Law 2008 & Local Government Property Local Law 2008	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$		
1.10	Implement a Business Engagement Program	S&D	C&B	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	`	
IIGHT 1	TIME ECONOMY								
1.11	Advocate for Live Music Venue Protection	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$		
EVELO	IPMENT OPPORTUNITIES								
1.12	Prepare a Strategy for City of Vincent Owned Land within the town centres	CEO	S&D	$\checkmark$			$\checkmark$	,	
LANNI	ING FRAMEWORK								
	Investigate a <b>Planning Framework</b> for each of the town centres	S&D				$\checkmark$			

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\*Community & Business Services (C&B), Strategy & Development (S&D) Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO) \*\*Actions and projects which occur in all City of Vincent town centres (V). For additional information refer Volume 01 - Vincent Town Centres Place Plans

	KEY ACTION/ PROJECT	RESPONSIBLE TEAM*	SUPPORT TEAM*	TOWN CENTRE WIDE**	18/19	TIMI 19/20		21/22
KEY F	OCUS AREA 2: MOVEMENT							
RETHI	IKING MOVEMENT IN THE TOWN CENTRES							
V2.1	Prepare an Integrated Transport Plan	S&D	1&E	$\checkmark$	$\checkmark$	$\checkmark$	COMPLETE	
V2.2	Advocate to State Transport Authorities for <b>Transport Infrastructure Improvements</b> including improved east-west connections	S&D	I&E	V	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
V2.3	Implement a Transport Education Program	I&E	S&D/C&B	$\checkmark$		$\checkmark$	$\checkmark$	$\checkmark$
V2.4	Advocate for After-hours Transport Options	S&D	I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
IMPRO	VING TOWN CENTRE ACCESSIBILITY							
V2.5	Develop a Wayfinding Plan	S&D	C&B/I&E	$\checkmark$		$\checkmark$	$\checkmark$	$\checkmark$
V2.6	Review the naming requirements within the Laneways and Rights of Way Policy 2.2.8	S&D	C&B/I&E	$\checkmark$	COMPLETE			
V2.7	Advocate to the Public Transport Authority for Bus Noise Emission Improvements	S&D	I&E	$\checkmark$			$\checkmark$	$\checkmark$
V2.8	Investigate the costs and benefits of <b>Underground Power</b> in Vincent's town centres	1&E	CEO	$\checkmark$	~	$\checkmark$	$\checkmark$	$\checkmark$
KEY F	OCUS AREA 3: CHARACTER							_
CREAT	ING PLACES FOR PEOPLE							
V3.1	Advocate for <b>High Quality Ground Floor Design</b> to the development industry and business community	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$

\*Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO) \*\*Actions and projects which occur in all City of Vincent town centres (V). For additional information refer Volume 01 - Vincent Town Centres Place Plans

VINCENT TOWN CENTRE PLACE PLANS

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# DISCLAIMER

This document has been prepared for the use of the City of Vincent. The City of Vincent disclaims responsibility to any third party acting upon or using the whole or part of its contents.

21/10/21	North Perth Town Centre Place Plan	Revîew III
20/10/20	North Perth Town Centre Place Plan	Review II
19/06/19	North Perth Town Centre Place Plan	Review I
09/04/18	North Perth Town Centre Place Plan	Final
DATE	DETAILS	STATUS

# **OO INTRODUCTION**

The North Perth Town Centre Place Plan (Place Plan) has been developed as a 'place based' strategic plan to guide the direction of funding and resources in the North Perth Town Centre.

North Perth Town Centre is defined by its unique character, diverse mix of businesses and rich cultural history. Its characters, iconic businesses and heritage buildings contribute to its distinct sense of identity and are why it is like no other place.

After establishing as a commercial area in the late 19th century, North Perth Town Centre has reinvented itself a number of times. From commercial outpost, to bustling northern suburb with the state's largest primary school, to the settling place for immigrants that have imbued the place with layers upon layers of cultural diversity. North Perth Town Centre is emerging as a vibrant and highly liveable destination. There are great challenges ahead, but also great opportunities.

# **HISTORIC SNAPSHOT**



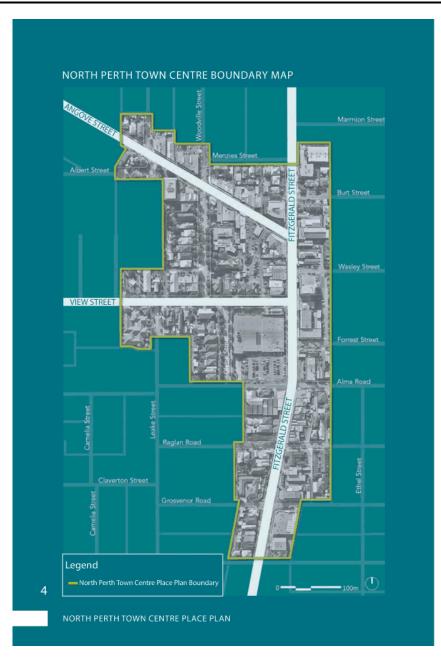
ANGOVE STREET LOOKING EAST TOWARD THE ROSEMOUNT HOTEL







NORTH PERTH TOWN CENTRE PLACE PLAN



# **PLACE PLAN PURPOSE & PROCESS**

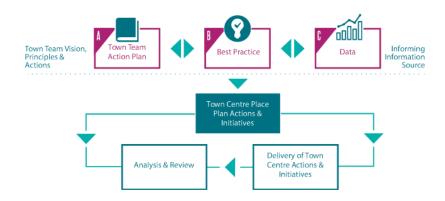
The Place Plan outlines the funds and resources the City has specifically committed to the North Perth Town Centre. The boundary of North Perth Town Centre (refer **North Perth Town Centre Boundary Map**) extends beyond the City of Vincent's Town Planning Scheme No. 2 District Centre Scheme Zone, to incorporate the commercial, cultural, and community offering in the immediate vicinity of Angove Street and Fitzgerald Street.

The Place Plan lists the implementation schedule for all of the major initiatives being undertaken in the North Perth Town Centre by the City of Vincent. Such initiatives include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects and/or policy and procedural improvements. The Place Plans provide a robust, planned and integrated approach to project identification and delivery.



The strategies and actions within the Place Plan are cross checked against the following three sources:

- A. the content and identified actions within the North Perth Local Action Plan;
- B. best practice; and
- C. data collected through the Town Centre Performance Measurement Strategy.
- The diagram below identifies the process in which Place Plan actions are prepared.



The Place Plan will be reviewed and updated annually. Anyone who wants to know what the City of Vincent is doing in the North Perth Town Centre can read this document and learn about the broad range of projects the City is undertaking, and the direction the City is taking to support and improve the town centre.

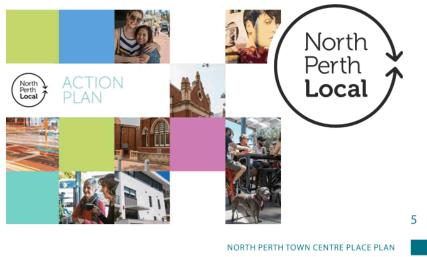
The Implementation Framework sets out the actions, time frames and teams who are responsible for the delivery of the actions and projects.

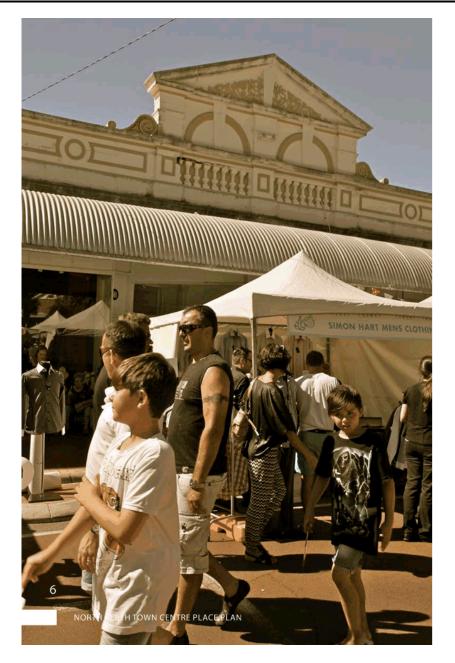
# NORTH PERTH LOCAL

Each of the City of Vincent town centres has a 'town team'. The town teams are independently formed incorporated bodies that aim to make their respective town centres 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 and local residents. Each town team member brings a different set of skills and life experiences to the table and these collectively shape the direction, composition and identity of the five 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 town centres 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 activities/events, physical improvements and economic and community development initiatives.

North Perth Local is the town team operating in the North Perth Town Centre. North Perth Local's Action Plan outlines a range of objectives and principles as well as their key focus areas.





# HOW TO READ THIS DOCUMENT!

The North Perth Town Centre Place Plan is structured around three Key Focus Areas:

### **OI ACTIVITY** Sets out the actions and projects which assist the City to enhance activity in the town centre in order for it to reach its activation and economic potential.



**O2 MOVEMENT** Sets out the actions and projects which enhance walkability, improve the use of public transport, deliver parking efficiencies and create a more pedestrian and cycle friendly town centre.



**O3 CHARACTER** Sets out the actions and projects which contribute to North Perth's unique sense of place.



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The City of Vincent is committed to 'Greening Vincent' by increasing overall canopy cover, creating more liveable and walkable neighbourhoods and fostering biodiversity within the City of Vincent. Major greening projects are identified in:

- the City's Greening Plan Implementation Schedule; and
- the actions in the Place Plan that are demarcated with the Vincent Greening Icon below.



**GREENING** Any action that has a greening component is marked with the City of Vincent's Greening Plan Icon.

STEP 2

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**STEP 1** 

**STEP 3** 

ANALYSIS

Each project is explained using the following three step process:

DIAGNOSIS

Analysing the detail of the issue or opportunity to understand the best path forward.

Diagnosing the issue or opportunity evident in North

Perth Local's Action Plan, as an opportunity to achieve

Perth Town Centre. These may be identified in North

best practice or through the analysis of data.

# SOLUTION

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

# IMPLEMENTATION FRAMEWORK Sets out the actions,

time frames and the responsible teams for the delivery of all of the identified projects.

NORTH PERTH TOWN CENTRE PLACE PLAN

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# **O1 ACTIVITY**

NORTH PERTH TOWN CENTRE WILL CONTINUE TO BE A BEAUTIFUL PLACE WHERE THE COMMUNITY LIVE, WORK AND PLAY AND WHERE A THRIVING LOCAL ECONOMY SUPPORTS PROSPEROUS AND PASSIONATE LOCAL, INDEPENDENT BUSINESSES.



## **EVENTS & ACTIVATION**

### ITEM 1.1 - NORTH PERTH COMMON (TOWN SQUARE)

There is limited activity in North Perth Town Centre and not enough comfortable urban open space in the North Perth Town Centre.

Currently there are only two formal public spaces in the North Perth Town Centre and these are both located on the western fringe of the town centre boundary (refer **Existing Public Open Space Map**).

The North Perth Master Plan 2012 identifies the need for a centrally located public space in the town centre. The Master Plan shows a piazza space at the corner of View Street and Fitzgerald Street but the concept in the Master Plan is constrained by private ownership. Following a detailed investigation, Council approved the design and development of a public space at the corner of View Street and Fitzgerald Street including the development of a shared space called North Perth Common on the View Street road reserve.

North Perth Common was designed and delivered in 2018/2019 to be utilised for curated events and activities. The City should facilitate the activation of this space to attract and encourge people to 'linger longer'.

Review North Perth Common Stage I to inform future public space design and activation

# PUBLIC OPEN SPACE

### ITEM 1.2 - WOODVILLE RESERVE MASTER PLAN

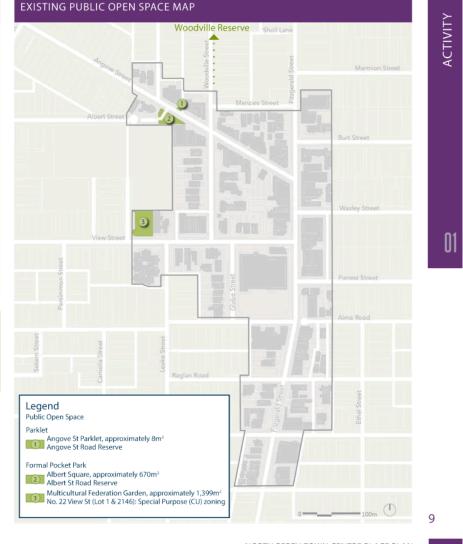
Woodville Reserve contains a number of community uses including the North Perth Tennis Club, North Perth Bowls Club, Vincent Men's Shed and North Perth Community Garden. These uses and associated facilities are disconnected from one another and from the North Perth Town Centre.

The community facilities at Woodville Reserve have developed incrementally over time. They are well patronised but spatially disconnected. The poor physical relationships between them has inhibited the building of strong relationships between the community groups who inhabit them.

The City is committed to preparing a master plan for Woodville Reserve. Opportunities to develop a positive synergy between Woodville Reserve, the surrounding community uses and the North Perth Town Centre will be explored. The master plan will consider the legibility of this site and how the activity generated by the community uses can better link to the town centre.

Prepare and implement Woodville Reserve Landscape Plan

WOODVILLE RESERVE MASTER PLAN will contribute to the greening of Vincent by making better use of the existing green space and by exploring opportunities to increase canopy cover.



NORTH PERTH TOWN CENTRE PLACE PLAN

# NIGHT TIME ECONOMY

#### ITEM 1.3 - NORTH PERTH'S NIGHT TIME ECONOMY

North Perth Town Centre has a weak night time economy compared with other nearby town centres.

The **After hours Trading Map** shows the businesses that are open after 6pm. The primary generators of after hours activity in the North Perth Town Centre are the supermarket in the North Perth Plaza shopping centre and the Rosemount Hotel. Both of these uses attract specific target audiences with different habits and behaviours. Reviewing the City's car parking requirements for night time related land uses may improve the affordability of setting up after hours venture. Similarly, a review of the land use permissibility in the City's Town Planning Scheme may remove the need for community advertising and Council approval or even the need for planning approval altogether.

There is an opportunity to leverage the activity generated after hours by the local supermarket and the future North Perth Common (Town Square) to encourage after hour's uses in the immediate area.

Ensure updates to the planning and policy framework facilitate the development of **North Perth's Night Time Economy** 

# TOWN CENTRE SAFETY

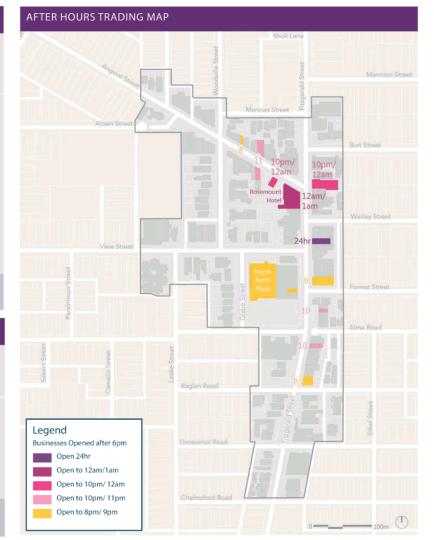
### ITEM 1.4 - CCTV NETWORK

There is no City of Vincent CCTV in the North Perth Town Centre.

The City is required to review the City's CCTV Strategy and this review may result in specific recommendations for the North Perth Town Centre. A CCTV network can contribute to community safety and security, especially after hours.

The North Perth Local Action Plan identifies a need to focus on community safety.

Implement the recommendations of the review of the City's CCTV Network



NORTH PERTH TOWN CENTRE PLACE PLAN

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# TOWN CENTRE SAFETY

### **ITEM 1.5 - LIGHTING IMPROVEMENTS**

There are some poorly lit areas in the North Perth Town Centre.

Pedestrian safety and the quality of lighting in the North Perth Town Centre is generally considered to be good. The lighting on secondary streets and key walking routes that lead to the town centre could be improved to enhance the pedestrian environment after hours.

The North Perth Local Action Plan identifies a need to focus on community safety.

Investigate Lighting Improvements on View Street and Angove Street

# **DEVELOPMENT OPPORTUNITIES**

### ITEM 1.6 - NORTH PERTH PLAZA

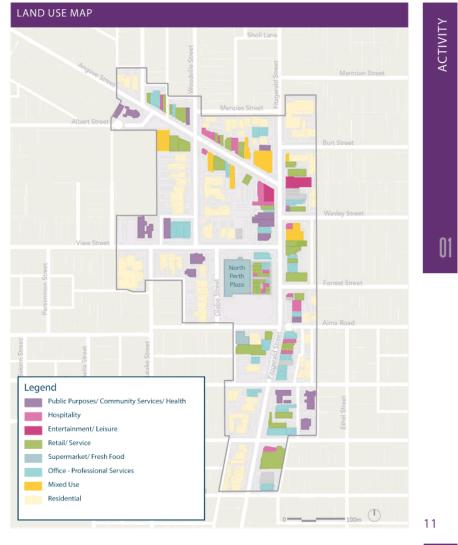
The North Perth Plaza is an unattractive, underdeveloped, car oriented shopping centre located in the heart of the North Perth Town Centre.

It is yet to reach its potential as a key destination and lacks connectivity to the street.

The ownership of North Perth Plaza presents some constraints for redevelopment in the short term but the sites location presents significant redevelopment opportunity in the longer term. The City is well positioned to support and advocate for redevelopment in the future.

The City should advocate to North Perth Plaza landowners and/or interested third parties to develop a future design for the site that delivers the right mix of land uses, compliments the local character and includes high quality public spaces and the integration of the adjacent North Perth Plaza bus stop.

Facilitate stakeholder engagement with strata owners and property managers to inform future strategic planning considerations for North Perth Plaza



NORTH PERTH TOWN CENTRE PLACE PLAN

# DEVELOPMENT OPPORTUNITIES

#### ITEM 1.7 - VIEW STREET CAR PARK URBAN DESIGN CONCEPT

The City has limited land holdings in the town centre (refer **City Owned Land Map**). The use of the premium, centrally located, City owned land at Lots 15, 16 and 40 View Street is not currently of significant benefit to the town centre. Lot 15 supports an underutilised dwelling and the remaining lots form a car park with limited efficiencies.

The City does not have a strategy outlining how its town centre landholdings should be used but it is evident that Lots 15,16 and 40 View Street are not fulfilling their potential. The land is located adjacent to the neighbouring Rosemount Hotel Car Park and presents an opportunity to improve parking efficiencies, pedestrian links and deliver high quality infill development and urban open space.

This opportunity was identified in the North Perth Master Plan 2012 and the City is now in a position to determine how this land could be utilised for the benefit of the town centre.

Prepare an Urban Design Concept for View Street Car Park and surrounds

VIEW STREET CAR PARK URBAN DESIGN CONCEPT will incorporate additional tree planting along identified key pedestrian links that will contribute to the greening of Vincent.



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NORTH PERTH TOWN CENTRE PLACE PLAN

# IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.1 - ANGOVE/FITZGERALD ST INTERSECTION

The Angove/Fitzgerald Street Intersection is difficult for pedestrians to cross.

The pedestrian environment at the Angove Street and Fitzgerald Street intersection is currently poor and somewhat difficult to cross. Improvements to the design and management of this intersection should be explored to enhance pedestrian and cyclist movement. Cycling starter boxes should also be considered at this intersection.

Plan Angove/Fitzgerald Street Intersection Improvements

# IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.2 - ALBERT/ANGOVE JUNCTION SHARED SPACES

The Albert/Angove Junction could be Vincent's highest quality pedestrian environment.

The Albert/Angove Junction was upgraded in 2016 from an unusable verge space to a comfortable public space. It is now able to host a range of activities and small scale events.

The location of the space lends itself to further refinement, being enclosed by well-designed ground floor tenancies, medium density residential, the North Perth Primary School and the Macedonian Orthodox Church.

This space has the potential to be expanded into the surrounding road network via a series of shared spaces that would give greater priority to active transport modes.

Plan and implement streetscape improvements at Albert Street Junction and the adjacent public open space

# **O2 MOVEMENT**

THE NORTH PERTH TOWN CENTRE WILL FIND THE RIGHT BALANCE BETWEEN CARS, BUSES, BICYCLES AND PEDESTRIANS, BECOMING A GREAT PLACE FOR PEOPLE AND BUSINESS.



# IMPROVING TOWN CENTRE ACCESSIBILITY

### **ITEM 2.3 - FITZGERALD STREET UPGRADES**

Fitzgerald Street is not a comfortable place for pedestrians.

Fitzgerald Street is classified as an 'Other Regional Road' in the Metropolitan Region Scheme. This means Fitzgerald Street is considered an important road for connecting people and goods. Our state roads authority, Main Roads Western Australia (MRWA) advise and assist the City of Vincent in the management of Fitzgerald Street.

Fitzgerald Street has another important purpose. It is a place for people. It connects people between businesses on the eastern and western side of the street. It contains the street trees that shade people as they walk on its footpaths and the public art that people admire as they sit on public benches.

Data shows that on average vehicle speeds on Fitzgerald Street do not exceed the speed limit and are comparable to neighbouring Beaufort Street. Yet Beaufort Street functions better as a place for people – why? Observational studies show that noise, constant traffic movement, narrow footpath widths, and buses passing close to pedestrians are impacting pedestrian comfort in a negative way.

It is difficult to cross Fitzgerald Street. Guard rails installed to improve safety actually reduce the ability for pedestrians and cyclists to cross the road and inadvertently reduce driver focus.

The attractiveness of North Perth Town Centre is also impacted by streetscape clutter. This includes road signs, guard rails, business signage and poorly located street furniture. Removing much of this clutter will improve the attractiveness of the town centre.

Improvements to the streetscape including investigating an increase in footpath widths, reducing intersection sizes and further investigating the need for more bicycle parking will induce more walking and cycling. Where possible active transport modes should gain priority over vehicles.



NORTH PERTH TOWN CENTRE PLACE PLAN

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A raised plateau on Fitzgerald Street should be investigated to improve pedestrian movement across Fitzgerald Street. This is consistent with the North Perth Master Plan 2012.

Plan and implement Upgrades to Fitzgerald Street

FITZGERALD STREET UPGRADES will include further street tree plantings and potential landscaping that will contribute to the greening of Vincent.

# IMPROVING TOWN CENTRE ACCESSIBILITY

#### ITEM 2.4 - NORTH PERTH BUS STOP UPGRADE & NAMING

The North Perth Plaza bus stop is bland, standard and without an identity.

Giving important locations a sense of identity is a central principle of wayfinding and this is especially relevant to North Perth's most centrally located public transport node.

Naming the bus stop and affirming it as a key public transport node may provide further impetus to the revitalisation of North Perth Plaza and other landholdings.

Advocate to the Public Transport Authority for North Perth Plaza Bus Stop Upgrade and Naming



# **03 CHARACTER**

NORTH PERTH TOWN CENTRE SHOULD EMBRACE WHAT MAKES IT DISTINCTIVE. WHAT ARE THOSE SPECIAL ASPECTS THAT MAKE IT DIFFERENT FROM OTHER PLACES? IS IT THE BUILDINGS, THE BUSINESSES, THE PEOPLE, THE INSTITUTIONS, THE LOCAL STORIES, THE HISTORY? – IT'S ALL OF THOSE THINGS OF COURSE.

THESE SPECIAL THINGS CAN AND WILL BE CELEBRATED THROUGH THE BRANDING & MARKETING OF THE TOWN CENTRE. HOWEVER, THERE ARE SOME SPECIFIC ACTIONS THE CITY CAN TAKE TO IMPROVE FITZGERALD STREET & CAPITALISE ON THE TRADITIONAL HERITAGE BUILDINGS ON VIEW STREET.



## **CREATING PLACES FOR PEOPLE**

### ITEM 3.1 - NORTH PERTH PLAZA SITE IMPROVEMENTS

North Perth Plaza is an unattractive ageing shopping centre that does not add positively to the character of the town centre or provide a comfortable walking environment for pedestrians.

North Perth Plaza is a centrally located, key destination for town centre visitors. It is passed by more than 24,000 vehicles per day, heading both north and south along Fitzgerald Street and its prominent location sets the scene for the surrounding town centre.

The footpath adjacent to the North Perth Plaza is cluttered with bollards, poorly located seating and empty planter boxes. De-cluttering the streetscape and upgrading the laneway on the north side of the Plaza will improve pedestrian comfort, enhance the Plazas visual appeal and make the site a better place for people. Carefully located and designed bicycle parking would also be beneficial especially in close proximity to the North Perth Plaza bus stop.

Encourage North Perth Plaza Site Improvements

NORTH PERTH PLAZA SITE IMPROVEMENTS will contribute to the greening of Vincent by providing opportunities for additional planting on this key town centre site.

# HERITAGE

### ITEM 3.2 - NORTH PERTH TOWN HALL

The North Perth Town Hall is a significant asset to the town centre but is currently underutilised.

The recently renovated North Perth Town Hall has the potential to be used more effectively. The North Perth Town Hall should be accessible to the entire community and a place where people come to meet. It is an ideal location for more community events and work will be undertaken to increase its use.

Increase the use of the **North Perth Town Hall** by 5% annually and capitalise on its cultural significance and character

### HERITAGE

#### ITEM 3.3 - VIEW STREET LANDSCAPE LINK

The traditional heritage buildings on View Street are hidden from the rest of the town centre.

The pedestrian connections between Fitzgerald Street and the traditional heritage town centre along View Street are currently poor. The implementation of a green link and improved wayfinding would improve the pedestrian connectivity between Fitzgerald Street and the State Registered heritage buildings. The link could include additional landscaping such as verge upgrades and street tree plantings.

North Perth Master Plan 2012 identified the opportunity to develop this landscape link and the City is now in a position to implement it.

Plan & implement a **View Street Landscape Link** along View Street between Fitzgerald Street and the traditional heritage buildings

VIEW STREET LANDSCAPE LINK will contribute to the greening of Vincent by increasing the canopy cover and planting along View Street.



	KEY ACTION/ PROJECT	RESPONSIBLE	SUPPORT	TOWN CENTRE	18/19		ING 20/21	21/2
KEY F	DCUS AREA 1: ACTIVITY							
EVENTS	S & ACTIVATION							
V1.1	Promote Town Centre Public Space Activation	C&B	S&D	✓	$\checkmark$	~	$\checkmark$	$\checkmark$
V1.2	Review hire fees and create an improved <b>Online Hire Platform</b> and booking system for town centre public spaces	C&B		✓	$\checkmark$	$\checkmark$	MPLET	•
V1.3	Streamline the City's Event Approvals processes	C&B	S&D/I&E	$\checkmark$	$\checkmark$	$\checkmark$	<i>√</i>	$\checkmark$
V1.4	Provide ongoing support for Town Team Events & Other Public Events	C&B	S&D/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
1.1	Review North Perth Common Stage I to inform future public space design and activation	S&D	I&E/C&B		$\checkmark$	$\checkmark$	$\checkmark$	- 🗸
CUSTO	MER SERVICE							
V1.5	Improve and monitor the level of Service & Maintenance provided in the town centres	I&E	S&D	✓	$\checkmark$	$\checkmark$		
V1.6	Manage the Town Team Grant Program	S&D	C&B/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
MARKE	TING & BRANDING							
V1.7	Prepare and implement Town Centre Marketing & Branding Plans	C&B	S&D	✓	$\checkmark$	$\checkmark$		
V1.8	Work collaboratively with the Inner Perth Assembly to promote and improve Visit Perth website	C&B	S&D	✓	$\checkmark$	$\checkmark$	OMPLET	1
BUSINE	ISS SUPPORT						0	
V1.9	Amend the Trading in Public Places Local Law 2008 & Local Government Property Local Law 2008	S&D		✓	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
/1.10	Implement a Business Engagement Program	S&D	C&B	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
PUBLIC	OPEN SPACE							
1.2	Prepare <mark>and implement Woodville Reserve Landscape</mark> Plan	S&D	I&E			$\checkmark$	$\checkmark$	$\checkmark$
NIGHT	TIME ECONOMY							
V1.11	Advocate for Live Music Venue Protection	S&D		✓	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
1.3	Ensure updates to the planning and policy framework facilitate the development of <b>North Perth's Night</b> Time Economy	S&D			$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
TOWN	CENTRE SAFETY							
1.4	Implement the recommendations of the review of the City's CCTV Network	I&E	S&D		$\checkmark$	$\checkmark$	DEFER	
1.5	Investigate Lighting Improvements on View Street and Angove Street	I&E	S&D			$\checkmark$	√	- 🗸
DEVELO	IPMENT OPPORTUNITIES							
V1.12	Prepare a Strategy for City of Vincent Owned Land within the town centres	CEO	S&D	$\checkmark$			$\checkmark$	~
1.6	Facilitate stakeholder engagement with strata owners and property managers to inform future strategic planning considerations for <b>North Perth Plaza</b>	S&D	C&B		$\checkmark$	$\checkmark$	$\checkmark$	V
1.7	Prepare an Urban Design Concept for View Street Car Park and surrounds	S&D	CEO/I&E		$\checkmark$	$\checkmark$	$\checkmark$	V
PLANN	ING FRAMEWORK							
V1.13	Investigate a Planning Framework for each of the town centres	S&D		$\checkmark$		$\checkmark$	$\checkmark$	

NORTH PERTH TOWN CENTRE PLACE PLAN

usiness Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO) \*\*Actions and projects which occur in all City of Vincent town centres (V). For additional information refer Volume 01 - Vincent Town Centres Place Plans

	KEY ACTION/ PROJECT	RESPONSIBLE	SUPPORT TEAM*	TOWN CENTRE WIDE**	18/19		IING	21/22
KEY	OCUS AREA 2: MOVEMENT					11/20		
RETH	NKING MOVEMENT IN THE TOWN GENTRES							
V2.1	Prepare an Integrated Transport Plan	S&D	I&E	√	$\checkmark$	$\checkmark$	$\checkmark$	
V2.2	Advocate to State Transport Authorities for <b>Transport Infrastructure</b> improvements including improved east-west connections	S&D	I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
V2.3	Implement a Transport Education Program	1&E	S&D/C&B	$\checkmark$		$\checkmark$	$\checkmark$	$\checkmark$
V2.4	Advocate for After hours Transport Options	S&D	1&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
IMPR	IVING TOWN CENTRE ACCESSIBILITY							
V2.5	Develop a Wayfinding Plan	S&D	C&B/I&E	$\checkmark$		$\checkmark$	$\checkmark$	$\checkmark$
V2.6	Review the naming requirements within the Laneways and Rights of Way Policy 2.2.8	S&D	C&B/I&E	$\checkmark$	COMPLET	c		
V2.7	Advocate to the Public Transport Authority for Bus Noise Emission Improvements	S&D	1&E	$\checkmark$			$\checkmark$	$\checkmark$
V2.8	Investigate the costs and benefits of Underground Power in Vincent's town centres	I&E	CEO	V	$\checkmark$	$\checkmark$		
2.1	Plan Angove/Fitzgerald Street Intersection improvements	I&E	S&D			$\checkmark$	$\checkmark$	<b>V</b>
2.2	Plan and implement streetscape improvements at Albert Street Junction and the adjacent public open space	S&D	1&E				V	$\checkmark$
2.3	Plan and implement Upgrades to Fitzgerald Street	I&E	S&D		$\checkmark$	$\checkmark$	COMPLET	
2.4	Advocate to the Public Transport Authority for North Perth Plaza Bus Stop Upgrade and Naming	I&E	S&D		$\checkmark$	$\checkmark$	$\checkmark$	
KEY	OCUS AREA 3: CHARACTER							
CREA	ING PLACES FOR PEOPLE							
V3.1	Advocate for High Quality Ground Floor Design to the development industry and business community	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
3.1	Encourage North Perth Plaza Site Improvements	S&D	I&E		$\checkmark$	$\checkmark$	$\checkmark$	DEFER
HERIT	AGE							
3.2	Increase the use of the North Perth Town Hall by 5% annually and capitalise on its cultural significance & character	C&B	S&D/I&E		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
3.3	Plan and implement a <b>View Street Landscape Link</b> along View Street between Fitzgerald Street and the traditional heritage buildings	1&E	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$





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## DISCLAIMER

This document has been prepared for the use of the City of Vincent. The City of Vincent disclaims responsibility to any third party acting upon or using the whole or part of its contents.

21/10/21	Mount Hawthorn Town Centre Place Plan	Review II
20/10/20	Mount Hawthorn Town Centre Place Plan	Review I
23/08/19	Mount Hawthorn Town Centre Place Plan	Final
DATE	DETAILS	STATUS

# **OO INTRODUCTION**

The Mount Hawthorn Town Centre Place Plan (Place Plan) has been developed as a 'place based' strategic plan to guide the direction of funding and resources in the Mount Hawthorn Town Centre.

Mount Hawthorn Town Centre is defined by its unique landscape character and rich history. It extends from Braithwaite Park in the west to Britannia Road in the south and incorporates Axford Park. Traditional fine-grain shops front Scarborough Beach Road with an emerging mix of businesses along the north of Oxford Street.

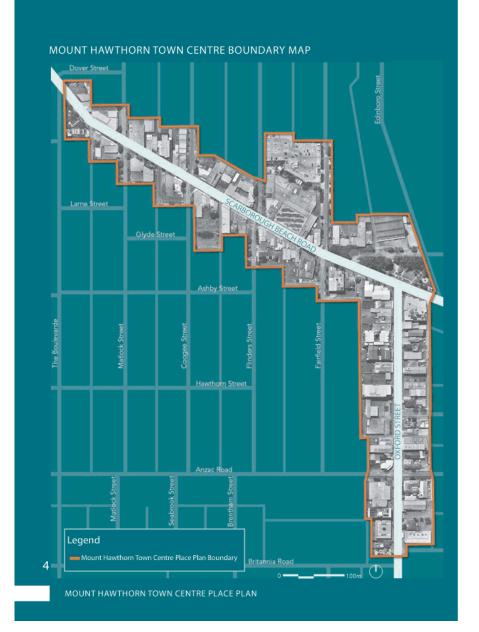
Mount Hawthorn has evolved from a satellite centre serviced by trams in the late 19th century, to a cosmopolitan migrant settlement, to a community oriented suburban village with a bustling local centre. Mount Hawthorn Town Centre is a highly valued, attractive local destination which presents opportunities to better service the local community and accommodate additional residents.

## **HISTORIC SNAPSHOT**





MOUNT HAWTHORN TOWN CENTRE PLACE PLAN



## **PLACE PLAN PURPOSE & PROCESS**

The Place Plan outlines the funds and resources the City has specifically committed to the Mount Hawthorn Town Centre. The boundary of Mount Hawthorn Town Centre (refer **Mount Hawthorn Town Centre Boundary Map**) extends beyond the City of Vincent's Town Planning Scheme No. 2 District Centre Scheme Zone, to incorporate the commercial offering in the immediate vicinity of Oxford Street and Scarborough Beach Road.

The Place Plan lists the implementation schedule for all of the major initiatives being undertaken in the Mount Hawthorn Town Centre by the City of Vincent. Such initiatives include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects and/or policy and procedural improvements. The Place Plans provide a robust, planned and integrated approach to project identification and delivery.

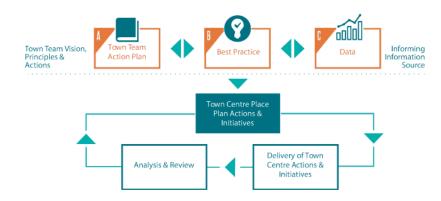


### following three sources:

A. the content and identified actions within the Mount Hawthorn Hub Action Plan;

### B. best practice; and

- C. data collected through the Town Centre Performance Measurement Strategy.
- The diagram below identifies the process in which Place Plan actions are prepared.



The Place Plan will be reviewed and updated annually. Anyone who wants to know what the City of Vincent is doing in the Mount Hawthorn Town Centre can read this document and learn about the broad range of projects the City is undertaking, and the direction the City is taking to support and improve the town centre.

The Implementation Framework sets out the actions, time frames and teams who are responsible for the delivery of the actions and projects.

## MOUNT HAWTHORN HUB

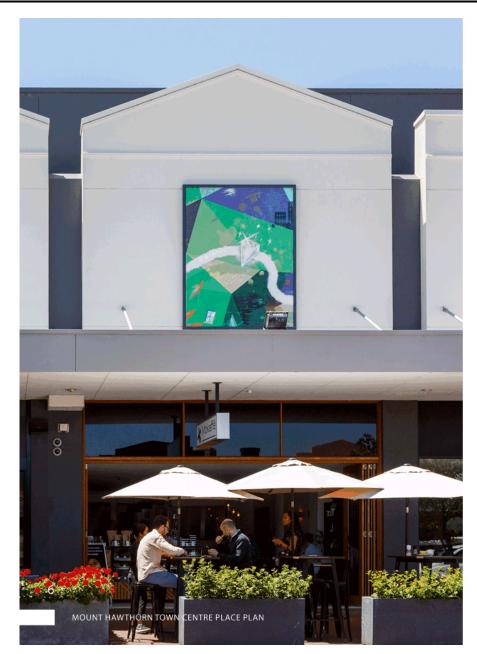
Each of the City of Vincent town centres has a 'town team'. The town teams are independently formed incorporated bodies that aim to make their respective town centres the best places they can possibly be. The town teams are not an affiliate of the City but do receive funding for community driven initiatives. The town teams are made up of a diverse range of members that include business owners, land owners and local residents. Each town team member brings a different set of skills and life experiences to the table and these collectively shape the direction, composition and identity of the five 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 town centres 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 activities/events, physical improvements and economic and community development initiatives.

Mount Hawthorn Hub is the town team operating in the Mount Hawthorn Town Centre. Mount Hawthorn Hub's Action Plan outlines a range of objectives and principles as well as their key focus areas.



MOUNT HAWTHORN TOWN CENTRE PLACE PLAN



## **HOW TO READ THIS DOCUMENT!**

Mount Hawthorn Town Centre Place Plan is structured around three Key Focus Areas:

### **OI ACTIVITY** Sets out the actions and projects which assist the City to enhance activity in the town centre in order for it to reach its activation and economic potential.



**O2 MOVEMENT** Sets out the actions and projects which enhance walkability, improve the use of public transport, deliver parking efficiencies and create a more pedestrian and cycle friendly town centre.



O3 CHARACTER Sets out the actions and projects which contribute to Mount Hawthorn's unique sense of place.



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The City of Vincent is committed to 'Greening Vincent' by increasing overall canopy cover, creating more liveable and walkable neighbourhoods and fostering biodiversity within the City of Vincent. Major greening projects are identified in:

- the City's Greening Plan Implementation Schedule; and
- the actions in the Place Plan that are demarcated with the Vincent Greening Icon below.



GREENING Any action that has a greening component is marked with the City of Vincent's Greening Plan Icon.

STEP 2

**STEP 3** 

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**STEP 1** 

## ANALYSIS

Each project is explained using the following three step process:

DIAGNOSIS

Analysing the detail of the issue or opportunity to understand the best path forward.

Diagnosing the issue or opportunity evident in Mount

Mount Hawthorn Hub's Action Plan, as an opportunity

to achieve best practice or through the analysis of data.

Hawthorn Town Centre. These may be identified in

## SOLUTION

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

## IMPLEMENTATION FRAMEWORK Sets out the actions,

time frames and the responsible teams for the delivery of all of the identified projects.

### MOUNT HAWTHORN TOWN CENTRE PLACE PLAN

# **O1 ACTIVITY**

MOUNT HAWTHORN TOWN CENTRE WILL CONTINUE TO BE A BEAUTIFUL PLACE WHERE THE COMMUNITY LIVE, WORK AND PLAY AND WHERE A THRIVING LOCAL ECONOMY SUPPORTS PROSPEROUS AND PASSIONATE LOCAL, INDEPENDENT BUSINESSES.



## **EVENTS & ACTIVATION**

### ITEM 1.1 - FREE WIFI

There is currently no free WiFi in Mount Hawthorn Town Centre.

The City has committed to investigating options for enhanced telecommunications infrastructures and services such as free public WiFi as outlined in the City's Strategic Community Plan.

Free public WiFi supports mobility, and attracts workers, students and other potential visitors to commercial places such as town centres. Opportunities to implement Free WiFi in public town centre spaces, such as Axford Park, should be explored to determine potential benefits and priority locations.

The **Mt Hawthorn Hub Action Plan** identifies Free WiFi across the town centre as necessary to support the positive growth of Mount Hawthorn.

Determine options to implement Free WiFi in priority town centre locations

## MARKETING & BRANDING

### ITEM 1.2 - BANNER POLES

Town centre banner poles are not installed along Oxford Street North.

Oxford Street North is an integral component of the Mount Hawthorn Town Centre and is the southern entry from Leederville into the town centre. The lack of banner poles make it difficult for the City to consistently market and brand the whole town centre and Mount Hawthorn events and initiatives.

The **Mt Hawthorn Hub Action Plan** identifies Place Branding as an area for improvement.

Install Banner Poles along Oxford Street North

## PUBLIC OPEN SPACE

### ITEM 1.3 - AXFORD PARK UPGRADE

Axford Park is a significantly underutilised town centre asset.

Axford Park is centrally located in the town centre, connecting Oxford Street with the traditional main street along Scarborough Beach Road (refer **Existing Public Open Space Map**)

The City's Public Open Space Strategy identifies the need to establish a high quality civic open space within the town centre and a Concept Design to deliver this at Axford Park was adopted by Council in 2018.

The Concept Design considers Axford Park as the 'Front Yard of Mount Hawthorn' and takes inspiration from the character housing seen throughout the suburb. The design depicts the long term plan for the park and is split into stages to enable the park to be upgraded over time in a sustainable, staged manner.

Although a number of stages are poised to be delivered in the immediate future, other stages are reliant on the redevelopment of adjacent lots and/or modal shift away from private vehicle use.

To ensure the park reaches its potential as a well utilised community gathering space in the short term, the City should invest in the design and delivery of the upgrade stages which aren't reliant on external factors.

### Design and deliver the first phase of Axford Park Upgrade

AXFORD PARK UPGRADE will contribute to the greening of Vincent by making better use of the existing green space and converting underperforming road reserve to additional town centre green space.



MOUNT HAWTHORN TOWN CENTRE PLACE PLAN

## NIGHT TIME ECONOMY

### **ITEM 1.4 - NIGHT TIME ECONOMY**

Mount Hawthorn Town Centre has a weak night time economy compared with other nearby town centres.

The After Hours Trading Map shows the businesses that are open after 6pm.

There is an opportunity to leverage the activity generated after hours by restaurants and bars along Scarborough Beach Road and the Mount Hawthorn Hawkers Market on Friday evenings to encourage after hour's uses in the immediate area.

The **Mt Hawthorn Hub Action Plan** identifies a need to support and encourage activities that strengthen the night-time economy. Prior to supporting the development of the night time economy, the City needs to better understand why more night time activities are not attracted to the town centre and what the barriers inhibiting existing businesses from extending trading hours are.

Identify barriers inhibiting Mount Hawthorn's **Night Time Economy** in consultation with local businesses and determine actions to address these

## TOWN CENTRE SAFETY

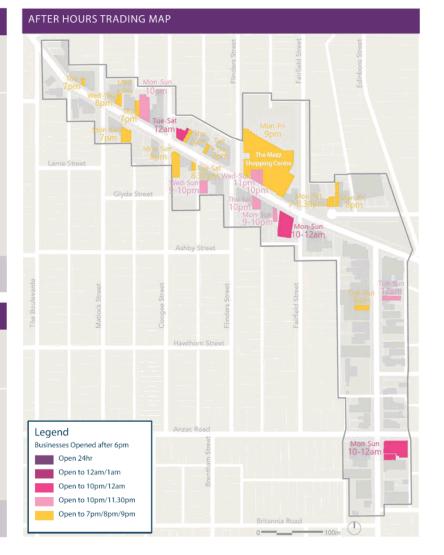
### ITEM 1.5 - LED STREET LIGHTS

The street lights along Scarborough Beach Road and Oxford Street function poorly at night and are not energy efficient.

The Western Power street lights along Scarborough Beach Road and Oxford Street are high pressure sodium (yellow) lamps which do not efficiently or consistently light the streets at night. The lights are poorly maintained and delays to repair them often leave the town centre main streets in darkness.

Western Power LED high efficiency long life luminaires are now available and the **Mt Hawthorn Hub Action Plan** identifies a need to improve lighting in the town centre.

Install LED Street Lights along Scarborough Beach Road and Oxford Street



MOUNT HAWTHORN TOWN CENTRE PLACE PLAN

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## TOWN CENTRE SAFETY

### **ITEM 1.6 - CAR PARK LIGHTING IMPROVEMENTS**

Flinders Street Car Park is poorly illuminated at night.

There is an opportunity to replace existing luminaires in the City's car park with LED pole mounted or post top luminaires to promote safety and security.

The **Mt Hawthorn Hub Action Plan** identifies a need to improve lighting in the town centre.

Investigate and implement Lighting Improvements in the Flinders Street Car Park

## TOWN CENTRE SAFETY

### **ITEM 1.7 - LANE LIGHTING IMPROVEMENTS**

The lanes between Flinders Street and Oxford Street are poorly illuminated at night.

The City currently receives reports of anti-social behaviour occurring in these lanes. Through the Australian Government Safer Communities Program, there is an opportunity to install solar lighting to promote safety and security.

## Implement Lane Lighting Improvements in the lanes between Flinders Street and Oxford Street

## DEVELOPMENT OPPORTUNITIES

### ITEM 1.8 - FUTURE YOUTH SPACE

There is a significant gap in the provision of infrastructure to service the needs of teenagers and young adults in Mount Hawthorn.

The City's Public Open Space Strategy identifies a significant accessibility gap for youth oriented infrastructure in Mount Hawthorn and the **Mt Hawthorn Hub Action Plan** identifies a need to undertake an engagement strategy to inform the development of a permanent youth space for residents.

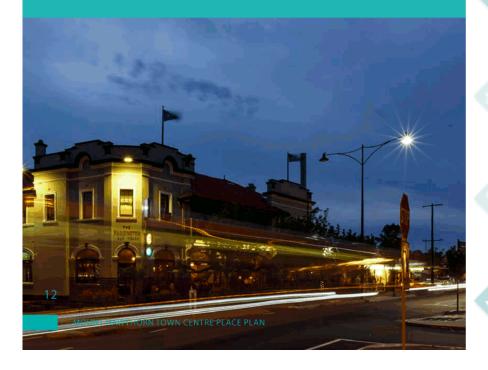
Identify and deliver a Future Youth Space in the town centre or surrounds



MOUNT HAWTHORN TOWN CENTRE PLACE PLAN

# **O2 MOVEMENT**

THE MOUNT HAWTHORN TOWN CENTRE WILL FIND THE RIGHT BALANCE BETWEEN CARS, BUSES, BICYCLES AND PEDESTRIANS, BECOMING A GREAT PLACE FOR PEOPLE AND BUSINESS.



## RETHINKING MOVEMENT IN THE TOWN CENTRE

### **ITEM 2.1 - INTERSECTION IMPROVEMENTS**

The Scarborough Beach Rd/Oxford St intersection is not pedestrian friendly.

The pedestrian environment at the Scarborough Beach Road and Oxford Street intersection is poor and vehicle dominated. Improvements to the design and management of this intersection should be explored to enhance aesthetics and improve pedestrian and cyclist movement. Private as well as public infrastructure could be upgraded to enhance this key location.

The **Mt Hawthorn Hub Action Plan** identifies an opportunity to incorporate street art to improve the streetscape and to create a point of interest which signals to drivers to slow down.

Plan and facilitate Scarborough Beach Road/Oxford Street Intersection Improvements

## RETHINKING MOVEMENT IN THE TOWN CENTRE

### **ITEM 2.2 - PARKING MANAGEMENT**

The parking restrictions in Mount Hawthorn Town Centre are inconsistent, cause confusion, and do not maximise parking efficiencies.

A precinct parking management plan was developed for the Mount Hawthorn precinct in 2009. Actions within the management plan were incrementally delivered over the past decade in an ad-hoc manner which has resulted in varied restrictions and signage which do not consider the precinct holistically.

This piecemeal approach to parking management is reflected in available parking not being fully utilised. An opportunity exists to rationalise parking management and maximise parking efficiencies by delivering an up-todate Mount Hawthorn precinct-specific parking management plan. The City identified this opportunity through Action 3.3.1 of the Accessible City Strategy and will determine the preferred approach and timing to deliver an updated Mount Hawthorn precinct-specific parking management plan in 2021/22.

Implement the Mount Hawthorn specific findings of Action 3.3.1 of the Accessible City Strategy, including the Development of a Mount Hawthorn Precinct-specific **Parking Management** Plan.



## RETHINKING MOVEMENT IN THE TOWN CENTRE ITEM 2.3 - FORMALISE EDINBORO STREET PARKING Verge parking along Edinboro Street is a common occurrence and parking in this area is poorly managed. Verge parking to accommodate parking overflow to the north of Hobart Street along Edinboro Street has become an increasingly prevalent issue due to the large unrestricted verges, the streets proximity to the town centre and the limited formalised bays.

Formalising parking along the Edinboro Street road reserve, directly north of Hobart Street, may increase parking provision at the eastern end of the town centre and enable the City to better manage the efficient and effective use of parking in this area.

Investigate the potential to Formalise Parking along Edinboro Street

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## RETHINKING MOVEMENT IN THE TOWN CENTRE

### ITEM 2.4 - OXFORD STREET NORTH UPGRADE

Oxford Street North has no discernible entry from the southern approach.

To improve pedestrian, cyclist and visitor amenity along Oxford Street North and to bring the area in line with its counterpart along Scarborough Beach Road, the City has recently implemented a number of streetscape upgrades.

The upgrades have included street tree planting for enhanced shade and beautification, red asphalt to denote the town centre area, a central median for pedestrian refuge and improved walkability, new motorcycle bays and bike racks as well as speed humps to accommodate a potential 30km/h zone to slow traffic and create a place for people.

The streetscape has never looked better but the southern entry could be better defined. To signify entry into this pedestrian first environment, the installation of decorative lighting at the Anzac Road entry point should be implemented.

Install decorative lighting at the Anzac Road roundabout to denote the southern town centre entry and complete the **Oxford Street North Upgrade** 

OXFORD STREET NORTH UPGRADE has included significant street tree planting which has contributed to the greening of Vincent.

## IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.5 - OXFORD STREET NORTH 30KM/H SPEED ZONE

Oxford Street North has a 50km/h speed limit which is not ideal for a people first, town centre environment.

The City implemented a number of traffic calming measures in 2019, including reducing the carriageway width, denoting the town centre with red asphalt, planting median and footpath street trees and installing low profile speed humps and shared space symbols along Oxford Street North.

To prioritise active transport, complement these physical interventions and create a safer environment for pedestrians and cyclists, the City should negotiate the reduction of the 50km/h speed zone to 30km/h.

Speed limit reductions require approval from the state roads authority, Main Roads Western Australia (MRWA) and supporting data such as traffic and speed counts. Data acquired in 2019 recorded the average speed along sections of Oxford Street. This included the section of Oxford Street between Anzac Road and Wilberforce Street as well as the section between Wilberforce Street and Scarborough Beach Road. This was recorded to be 31.6km/h and 28.5km/h respectively.

In 2020 the City successfully negotiated the reduction of the 50km/h speed zone to 40km/h.

The reduced 40km/h speed zone will come into effect 9 November 2020 and the City will continue to negotiate with MRWA to achieve the desired 30km/h.

Advocate for a 30km/h Speed Zone along Oxford Street North

### IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.6 - 40KM/H SPEED ZONE EXTENSION EAST

The 40km/h speed along Scarborough Beach Road does not start at the eastern extent of the town centre.

The City should negotiate the extension of the 40km/h speed zone further east along Scarborough Beach Road to incorporate Edinboro Street and address the Shakespeare Street Bike Boulevard.

Drivers approach the town centre from the east with little awareness they are entering a people first environment. The extension of the 40km/h speed zone will ensure drivers slow down before entering the town centre which will enhance pedestrian comfort, particularly at the Scarborough Beach Road/ Oxford Street intersection and at Axford Park.

Advocate for the extension of the **40km/h Speed Zone** east along Scarborough Beach Road

## IMPROVING TOWN CENTRE ACCESSIBILITY

### ITEM 2.7 - 40KM/H SPEED ZONE EXTENSION WEST

The 40km/h speed along Scarborough Beach Road does not start at the western extent of the town centre.

The City should negotiate the extension of the 40km/h speed zone further west along Scarborough Beach Road to meet the 40km/h school zone.

Drivers approaching the town centre from the west are currently required to change speeds from 40km/h (through the existing school zone) to 50km/h back to 40km/h. The extension of the 40km/h speed zone will ensure drivers slow down well before entering the town centre from the west and the school zone from the east.

Advocate for the extension of the **40km/h Speed Zone** west along Scarborough Beach Road

MOUNT HAWTHORN TOWN CENTRE PLACE PLAN

# **03 CHARACTER**

MOUNT HAWTHORN TOWN CENTRE SHOULD EMBRACE WHAT Makes It distinctive. What are those special aspects that Make It different from other places? Is it the buildings, the businesses, the people, the institutions, the local stories, the history? – It's all of those things of course.

THESE SPECIAL THINGS CAN AND WILL BE CELEBRATED THROUGH THE BRANDING & MARKETING OF THE TOWN CENTRE. HOWEVER, THERE ARE SOME SPECIFIC ACTIONS THE CITY CAN TAKE TO IMPROVE OXFORD STREET, AXFORD PARK & CAPITALISE ON THE TRADITIONAL FINE GRAIN TOWN CENTRE DEVELOPMENT.



## **CREATING PLACES FOR PEOPLE**

### ITEM 3.1 - STREETSCAPE AUDIT

Mount Hawthorn Town Centre incorporates the most greenery of the City's town centres and is well serviced by street furniture. However, there is an opportunity to rationalise the location of existing street furniture and potential to accommodate additional planting, furniture and streetscape improvements.

The City understands the importance of canopy cover and street furniture and the role they play in encouraging people to linger longer. In 2015 the City undertook a streetscape audit in conjunction with the Mt Hawthorn Hub to identify 'gaps' in the street furniture and 'hot spots' for additional planting.

In response to the audit, the City installed 12 new bins, 8 benches, 30 planter boxes, 53 trees, 1 bike repair station and 18 bike racks.

To build on the extensive streetscape upgrades delivered to date, an audit should be undertake to determine any current deficiencies in the streetscape and identify opportunities to build on the town center's inviting and green character including opportunities for additional planting, beautification, urban design improvements, street art and street furniture rationalisation and upgrades.

Undertake a **Streetscape Audit** to determine opportunities for streetscape improvements.

A STREETSCAPE AUDIT will contribute to Greening Vincent by dentifying opportunities for additional town centre trees, verge and median planting.

CHARACTER

## CREATING PLACES FOR PEOPLE

### ITEM 3.2 - STREETSCAPE PALETTE

Mount Hawthorn Town Centre has a distinct character and largely consistent streetscape palette.

Unlike other town centres, Mount Hawthorn Town Centre has a unique streetscape palette which contributes to the distinct character of the town centre.

The streetscape palette was developed in collaboration with the Mt Hawthorn Hub and incorporates street furniture such as the benches and bins as well as the street tree and planting species used to green the verges, footpaths, median strips and planter boxes.

To ensure additional planting and street furniture remain consistent and in keeping with the character of the area, the City should create a streetscape palette to guide the future renewal and upgrade of these key town centre components.

Develop a Mount Hawthorn Town Centre Streetscape Palette

## **CREATING PLACES FOR PEOPLE**

### **ITEM 3.3 - ICONIC TOWN CENTRE ARTWORK**

Mount Hawthorn Town Centre does not have a strong sense of arrival from the western approach.

Iconic elements and entry statements can announce the approach and arrival into a precinct or town centre, creating a welcoming environment. Mount Hawthorn is known for its suburban village atmosphere but lacks physical infrastructure and artwork to celebrate its endearing style and charm.

The **Mt Hawthorn Hub Action Plan** identifies a need to investigate the development of a Welcome Statement to celebrate Mount Hawthorn's identity.

Determine a preferred location and design for an **Iconic Town Centre Artwork** in consultation with the community

## CREATING PLACES FOR PEOPLE

### ITEM 3.4 - UNDERGROUND POWER

The overhead power lines along Oxford Street North and Hobart Street are unattractive, limit the useability of the road reserve and will prevent street trees from reaching full maturity.

Western Power's power poles are located along the footpath, limiting the use and appeal of alfresco areas along Oxford Street North and the potential use of Hobart Street road reserve for additional parking.

Western Power's separation requirements inhibit trees from reaching maturity. It is necessary to investigate the costs and benefits of underground power prior to requiring the pruning of the recently planted Oxford Street North trees.

Investigate the potential to **Underground Power** along Oxford Street North and Hobart Street

03

UNDERGROUND POWER will contribute to Greening Vincent by allowing trees to mature, increasing canopy coverage and improving walkability.

## CREATING PLACES FOR PEOPLE

### ITEM 3.5 - BEAUTIFICATION OF LOT 100

The planting at Lot 100 on the corner of Oxford Street and Scarborough Beach Road is not maintained to a high standard.

The City has received multiple requests to maintain or remove the four palm trees and raised garden bed at Lot 100 Scarborough Beach Road.

Lot 100 is not owned by the City, it is owned by Telstra Corporation Limited. The City is therefore unable to undertake maintenance work or implement upgrades without the permission of Telstra, as owner.

There is an opportunity to improve the maintenance and planting at Lot 100 to bring it in line with the City managed and maintained streetscapes.

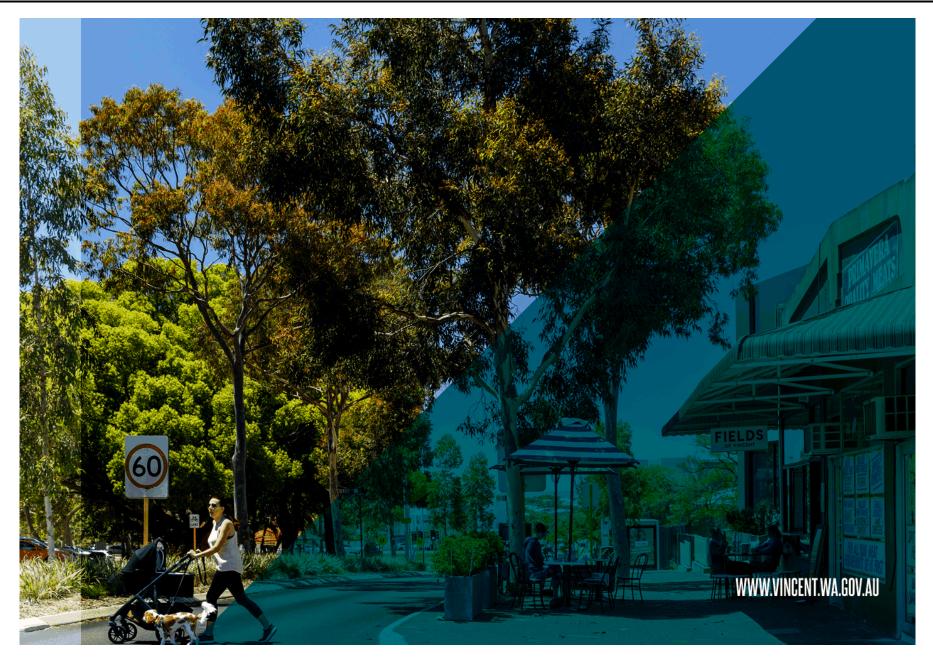
Negotiate the **Beautification of Lot 100** Scarborough Beach Road with Telstra Corporation Limited

	KEY ACTION/ PROJECT	RESPONSIBLE TEAM*	SUPPORT	TOWN CENTRE	10/20	TIMI 20/21	
KEY EN	DCUS AREA 1: ACTIVITY				17/20	20/21	<u> </u>
	S & ACTIVATION						
V1.1	Promote Town Centre Public Space Activation	C&B	S&D	✓	5	<u> </u>	1
V1.1	Review hire fees and create an improved <b>Online Hire Platform</b> and booking system for town centre public spaces		300	*	v V	JOLETE	v
V1.2	Streamline the City's Event Approvals processes	C&B	S&D/I&E	· ~	•	COM	$\checkmark$
V1.4	Provide ongoing support for Town Team Events & Other Public Events	C&B	S&D/I&E	· ·	· ~		•
1.1	Determine options to implement Free WiFi in priority town centre locations	ITC	I&E			MPLETE	
	MER SERVICE	iic	TOLE .			COP	
V1.5	Improve and monitor the level of Service & Maintenance provided in the town centres	1&E	S&D	~	$\checkmark$	$\checkmark$	$\checkmark$
V1.6	Manage the Town Team Grant Program	S&D	C&B/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
	ETING & BRANDING						
V1.7	Prepare and implement Town Centre Marketing & Branding Plans	C&B	S&D	~	$\checkmark$	$\checkmark$	
V1.8	Work collaboratively with the Inner Perth Assembly to promote and improve <b>Visit Perth</b> website	C&B	S&D	$\checkmark$	$\checkmark$	MPLETE	
1.2	Install Banner Poles along Oxford Street North	S&D	1&E			CONF	FFER
	ESS SUPPORT						
V1.9	Amend the Trading in Public Places Local Law 2008 & Local Government Property Local Law 2008	S&D		~	$\checkmark$	$\checkmark$	$\checkmark$
V1.10	Implement a Business Engagement Program	S&D	C&B	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
PUBLIC	C OPEN SPACE						
1.3	Design and deliver the first phase of <b>Axford Park Upgrade</b>	S&D	1&E				EFER
	TIME ECONOMY						Ve
V1.11	Advocate for Live Music Venue Protection	S&D		~	$\checkmark$	$\checkmark$	$\checkmark$
1.4	Identify barriers inhibiting Mount Hawthorn's <b>Night Time Economy</b> in consultation with local businesses and determine actions to address these	S&D	C&B		~	~	$\checkmark$
TOWN	CENTRE SAFETY						
1.5	Install LED Street Lights along Scarborough Beach Road and Oxford Street	1&E	S&D		$\checkmark$	$\checkmark$	$\checkmark$
1.6	Investigate and implement Lighting Improvements in the Flinders Street Car Park	1&E	S&D		×,	OMPLETE	
1.7	Implement Lane Lighting Improvements in the lanes between Flinders Street and Oxford Street	C&B	1&E		OMPLETE	Con la	
DEVEL	OPMENT OPPORTUNITIES						
V1.12	Prepare a Strategy for City of Vincent Owned Land within the town centres	CEO	S&D	$\checkmark$		$\checkmark$	$\checkmark$
1.8	Identify and deliver a Future Youth Space in the town centre or surrounds	S&D	C&B		$\checkmark$	$\checkmark$	1
<b>PI ANN</b>	ING FRAMEWORK						

\*Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO) \*\*Actions and projects which occur in all City of Vincent town centres (V). For additional information refer Volume 01 - Vincent Town Centres Place Plans

	KEY ACTION/ PROJECT	RESPONSIBLE	SUPPORT	TOWN CENTRE		TIM		
WEW 8		TEAM*	TEAM*	WIDE**	19/20	20/21	21/22	22/23
	OCUS AREA 2: MOVEMENT							
RETH	INKING MOVEMENT IN THE TOWN CENTRES					~		
V2.1	Prepare an Integrated Transport Plan	S&D	1&E	$\checkmark$	~	OMPLEIL		
V2.2	Advocate to State Transport Authorities for Transport Infrastructure improvements including improved east-west connections	S&D	1&E	$\checkmark$	~	$\checkmark$	$\checkmark$	$\checkmark$
V2.3	Implement a Transport Education Program	I&E	S&D/C&B	$\checkmark$		$\checkmark$	$\checkmark$	$\checkmark$
V2.4	Advocate for After hours Transport Options	S&D	1&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
2.1	Plan and facilitate Scarborough Beach Road/Oxford Street Intersection Improvements	S&D	I&E		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
IMPR	OVING TOWN CENTRE ACCESSIBILITY							
V2.5	Develop a Wayfinding Plan	S&D	C&B/I&E	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	
V2.6	Review the naming requirements within the Laneways and Rights of Way Policy 2.2.8	S&D	C&B/I&E	$\checkmark$	MPLETE			
V2.7	Advocate to the Public Transport Authority for Bus Noise Emission Improvements	S&D	1&E	$\checkmark$	0	$\checkmark$	$\checkmark$	
V2.8	Investigate the costs and benefits of Underground Power in Vincent's town centres	I&E	CEO	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
2.2	Implement the Mount Hawthorn specific findings of Action 3.3.1 of the Accessible City Strategy, including the Development of a Mount Hawthorn Precinct-specific Parking Management Plan.	I&E	S&D					1
2.3	Investigate the potential to Formalise Parking along Edinboro Street	1&E	S&D				$\checkmark$	
2.4	Install decorative lighting at the Anzac Road roundabout to denote the southern town centre entry and complete the <b>Oxford Street North Upgrade</b>	S&D	1&E		COMPLETE			
2.5	Advocate for a 30km/h Speed Zone along Oxford Street North	1&E	C&B		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
2.6	Advocate for the extension of the 40km/h Speed Zone east along Scarborough Beach Road	I&E			COMPLETE			
2.7	Advocate for the extension of the 40km/h Speed Zone west along Scarborough Beach Road	1&E			$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
KEY	FOCUS AREA 3: CHARACTER							
CREA	TING PLACES FOR PEOPLE							
V3.1	Advocate for High Quality Ground Floor Design to the development industry and business community	S&D		$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
3.1	Undertake a Streetscape Audit to determine opportunities for streetscape improvements	S&D	1&E		$\checkmark$	$\checkmark$	V	
3.2	Develop a Mount Hawthorn Town Centre Streetscape Palette	S&D	C&B		$\checkmark$	$\checkmark$	V	
3.3	Determine a preferred location and design for an <b>Iconic Town Centre Artwork</b> in consultation with the community	C&B	S&D		$\checkmark$	$\checkmark$	$\checkmark$	
3.4	Investigate the potential to Underground Power along Oxford Street North and Hobart Street	1&E	CEO		$\checkmark$	$\checkmark$	<b>V</b>	
3.5	Negotiate the Beautification of Lot 100 Scarborough Beach Road with Telstra Corporation Limited	S&D	I&E		COMPLETE			
Comn	nunity & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Commu	inications Technolog	ny (ICT) Office	of the CEO (CEO)				

\*Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO) \*\*Actions and projects which occur in all City of Vincent town centres (V). For additional information refer Volume 01 - Vincent Town Centres Place Plans



### 9.5 BRITANNIA NORTH WEST RESERVE DEVELOPMENT PLAN

### Attachments:

- 1. Britannia North West Reserve Development Plan 🕹 🛣
  - 2. Community Consultation Summary <u>U</u>
  - 3. Draft Britannia North West Reserve Development Plan 🗓 🔛
  - 4. Britannia North West Reserve Site Section 🗓 🔛

### **RECOMMENDATION:**

That Council:

- 1. ENDORSES the Britannia North West Reserve Development Plan, included as Attachment 1; and
- 2. NOTES the:
  - 2.1 submissions received during the community consultation period and Administration's response, included as Attachment 2, in relation to the draft Britannia North West Reserve Development Plan, included as Attachment 3; and
  - 2.2 Litis Stadium Changeroom Design will be presented to Council for approval to formally submit to the Australian Federal Government in order to secure the \$3 million funding announced for Floreat Athena Football Club.

### PURPOSE OF REPORT:

To seek Council's endorsement of the Britannia North West Reserve Development Plan (**Attachment 1**) and note the submissions received during the community consultation period (**Attachment 2**) on the draft Britannia North West Reserve Development Plan (**Attachment 3**).

### BACKGROUND:

On 12 November 2019 at its Ordinary Meeting, Council noted that the City would work collaboratively with Floreat Athena Football Club (FAFC) and the Australian Federal Government to obtain \$3 million through the Community Development Grants Programme towards upgraded sporting facilities, including a full integration between Litis Stadium and Britannia Reserve and rationalising any non-essential assets.

To determine facility upgrade priorities and ensure any funding opportunities or resources would be used to further an overall vision for the site, the City commenced the Britannia North West Development Plan (Development Plan) project. The agreed Development Plan vision was '*To identify the optimum layout for community and sporting use of the site which develops a strong connection between Litis Stadium and Britannia Reserve*'.

Between February and August 2020, the City liaised with FAFC through ongoing working group meetings to determine requirements for the site. These requirements and potential changeroom location options were presented at the 22 September 2020 Council Workshop. Between September 2020 and May 2021 working group meetings continued to be held to determine the preferred location option. The existing grandstand site was subsequently confirmed as the preferred location and the draft Development Plan was prepared.

On 22 June 2021 at its Ordinary Meeting, Council approved the advertising of the draft Development Plan for community consultation and noted that it would be presented back to Council for endorsement. At the same Ordinary Meeting, Council approved the Annual Budget 2021/22 and allocation of \$60,000 to the Development Plan project.

### DETAILS:

The advertised draft Development Plan included proposed strategic opportunities that were identified as short-term improvements and future improvement opportunities. The consultation included the opportunity for comment on the proposed layout and feedback on improvements to the plan and future considerations.

The survey sought feedback on existing site use, the changeroom concept, future site opportunities and potential for a telecommunications tower.

A high-level summary of survey responses includes:

- 97% of respondents were either a Vincent resident, Vincent property owner, or both.
- 32% of respondents do not currently visit the Litis Stadium portion of Britannia Reserve.
- 47% of respondents did not know Litis Stadium is publicly accessible.
- 59% of respondents indicated they would visit Britannia Reserve more often if the area around Litis Stadium was more accessible.
- 76% of respondents stated that improving the connection between Litis Stadium and Britannia Reserve was important (44%) or somewhat important (32%).
- 82% of respondents were supportive (53%) or somewhat supportive (29%) of the idea of removing the bund to open up the space.
- Only 6 responses were received regarding the telecommunication towers, with 3 responders preferencing each proposed location.

The draft Development Plan (**Attachment 3**) were advertised during the community consultation period between 28 July 2021 and 29 August 2021. A revised Development Plan (**Attachment 1**) was prepared based on the feedback received during the consultation period.

### **Changerooms**

### Changeroom location

There were a number of comments that referenced the location of the changeroom facility, most notably on the south-eastern embankment. The comments related to enabling the facility to better service the greater Britannia Reserve and users. Retention of the grandstand structure and location scenarios for the changeroom facility (including the south-east corner of Litis Stadium) were explored through the project working group.

A feasibility study was carried out to determine the potential to refurbish the current grandstand and construct a separately located changeroom facility in the south-east corner. The feasibility study deemed the south-east corner to be a high-risk location for the City due to the estimated construction costs and long-term maintenance costs associated with retaining and managing both buildings. Alternatively, the project working group explored the opportunity to demolish the grandstand structure and construct new changerooms on the existing grandstand footprint, effectively maximising the grant funding value and reducing long-term maintenance costs. This is the outcome that has been proposed in the Development Plan.

### Changeroom design

During advertising, the draft Litis Stadium Changeroom Concept was available on the Imagine Vincent page and was referenced in the survey. Survey participants and those engaged at the pop-up sessions were asked what features or amenities they would like to see to add value to the changeroom facility. The common themes and responses included request to:

- ensure suitable public toilet access;
- include gender specific toilet and shower facilities;
- include child changing/parenting amenities to UATs;
- future proof the design to allow for use by other sports and clubs;
- increase FAFC and/or other community groups storage provisions;
- locate changerooms to the South/South West of Litis Stadium to improve access to Britannia Reserve; and
- ensure the visual appearance of the changeroom building is aesthetically pleasing and is cohesive with the surrounding landscape and historical context.

A Litis Stadium Changeroom Design will be developed and presented back to Council for approval, prior to being provided to the Australian Federal Government to secure the \$3 million funding announced for FAFC.

The Litis Stadium Changeroom Design development will include review and input from the City's Design Review Panel (DRP). This will occur through presenting the draft design to a scheduled DRP meeting in

November 2021, to gather feedback for inclusion in the final design. The Litis Stadium Changeroom Design will be based on community and DRP feedback received and will include the following proposed additions:

- Toilets accessible externally for the public;
- Accessible child changing/parenting amenities; and
- Ability for the four changerooms to be used as two to accommodate use by other sports and clubs.

The Litis Stadium Changeroom Design would then be presented to Council to recommend approval of the design and indicative costings, in order to submit these to the Australian Federal Government for approval to prepare a grant agreement and to release the announced grant funding.

### Bund Removal

The submissions and comments received outlined that the community were in favour of opening up Litis Stadium with the greater Britannia Reserve. Whilst there were varying responses in terms of the elements the community want to see in the proposed bund removal area, it was commonly agreed that the bund removal presented a great opportunity to better activate the area with club spectators, reserve users and families, to increase the connectively between the sites, and provide a more open and inviting environment. The site elevations (**Attachment 4**) are provided to show the extent of the bund openings and levelling of this area.

Community members noted that the perceived exclusiveness of the ground persists, despite the announcement that the ground is now publicly accessible. This perception is attributed to the physical disconnect created by the bund. With the sports ground, ancillary area and proposed changerooms to be maintained by the City, there is appreciation for opening-up this space to improve pathway networks and wayfinding. There is some sentiment towards the potential removal of the mature tree, so opportunities to retain the tree will be explored during the detailed design phase. Noting the historical context of the bund will also be deemed a priority within future design considerations.

Some support for the bund to remain was demonstrated through the consultation. Key reasons for bund retention included the ability for FAFC to obtain spectator revenue, to preserve the bunds historical significance and 'stadium' feel for sporting activities, to prevent the loss of a mature tree, and to avoid the costs associated with removal. The detailed design phase of the Development Plan will evaluate where some of these considerations can still be incorporated and further workshopping will be done to achieve the best outcome for all users.

### Additional Elements

There were a variety of elements on the eastern and south-eastern bank that could be included within the Development Plan. The common theme of these elements are centred around passive viewing, play, and family areas and elements. Frequent comments included considerations such as built and natural shade elements, seating elements, passive children's play, and integrated walking/cycling pathways with native landscaping throughout.

The Development Plan has looked to incorporate the various elements and provide an indicative layout outlining both the internal connections and how the site connects with the greater Britannia Reserve. Detailed design of the Development Plan will seek to rationalise the quantities and locations of the elements to be integrated into the newly formed site.

The Development Plan also includes reference to the potential for a youth skate space that is being considered as a possible location by the Mount Hawthorn Skate Working Group.

### **Telecommunications Tower**

The submissions and interactions from the pop-up sessions outlined a divided opinion on a preferable location on where a telecommunications tower could be located at Britannia Reserve. Concerns were raised regarding Option 1, requiring an additional standalone tower to the new floodlighting towers, which would further diminish the visual appeal of neighbouring residents. Although Option 2 could be incorporated on to the existing sports lighting tower, concerns were raised regarding the proximity of Option 2 to the sporting fields and children's playground.

The City used the draft Development Plan's consultation period as an opportunity to notify and consult with the community regarding the telecommunications tower. The feedback results from the City's initial

consultation have been provided to Kordia Solutions who is managing the community consultation on behalf of Optus to determine a preferable location of the tower.

### CONSULTATION/ADVERTISING:

Consultation on the draft Development Plan was undertaken to understand community sentiment towards the following:

- proposed changeroom concept;
- removal of a portion of the bund (embankment) to improve the visual link between Litis Stadium and greater Britannia Reserve; and
- potential telecommunications tower.

The community consultation period was also used as an additional measure to inform the community on the Britannia Lighting Upgrade that is occurring concurrently.

The draft Development Plan consultation commenced 28 July 2021 and closed 29 August 2021. The consultation campaign included:

- Social media campaign and news item on the City's website.
- Postcard drop to residents in a 400m radius of the north west portion, including bordering residents along the south eastern boundary of the reserve (1215 postcards).
- Postcard drop to local café's/businesses along Anzac Road and Oxford Street.
- Signage in Britannia Reserve.
- Pop-up engagement at FAFC Clubroom and Leederville Cricket Club Clubroom.
- Imagine Vincent project page contained the online survey.

A summary of the consultation engagement includes:

- Survey Participants: 34
- Email Submissions: 6
- Total Page Visits: 170
- Document Downloads: 72
- Social Media Interactions (4 posts): 55 likes & 4 comments
- FAFC Pop-up Visitors: 7
- Leederville Cricket Club Pop-up Visitors: 6.

The outcomes of consultation including the survey results, email submissions and pop-up visitor feedback are included as **Attachment 2**.

### LEGAL/POLICY:

The following City Strategies relate to, and have been considered in the preparation of the Plan:

- Public Open Space Strategy 2018;
- Public Health Plan 2020 2025;
- NSW Sport Clubroom and Change Facilities Guide; and
- Football Victoria Building Development Guide.

### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to endorse the Development Plan.

### 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. 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**

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.

### Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

### Sensitive Design

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.

### 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

### 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 budget of delivering all elements of the Development Plan is \$1,257,296 and is shown in the tables below. These costs are indicative and are still subject to detailed design and the respective outcomes of this process. The elements outlined below will be subject to inclusion in the City's Long Term Financial Plan and workshopping specific design elements and locations with stakeholders including community, Council, user groups and local residents.

The costs outlined below exclude the \$3 million funding associated with the Federal Government Grant awarded to FAFC. This \$3 million external funding will be used to construct the new changeroom facility for FAFC and wider community (Development Plan #1) and refurbish the current FAFC Clubroom facility (Development Plan #3) to comply with current building standards. This will be the first stage of implementation of the Development Plan as this is included in the City's Long Term Financial Plan, and workshopping has commenced with stakeholders including key user FAFC. This element will be bought to Council for approval in the short term, to seek approval for the design, in order to obtain the \$3 million grant funding from the Federal Government.

CONSTRUCTION WORKS – SUMMARY	
Item	Amount
Preliminaries	\$43,800.00
Provisional Sums	\$483,916.00
Landscape and Irrigation Works	\$729,580.00
TOTAL	\$1,257,296.00

Should an external Landscape Architect be required for detailed design and construction administration, this would result in an additional cost of \$125,729.60 to the City, based on a percentage fee of 10 percent.

A detailed breakdown of the estimated construction costs is as follows:

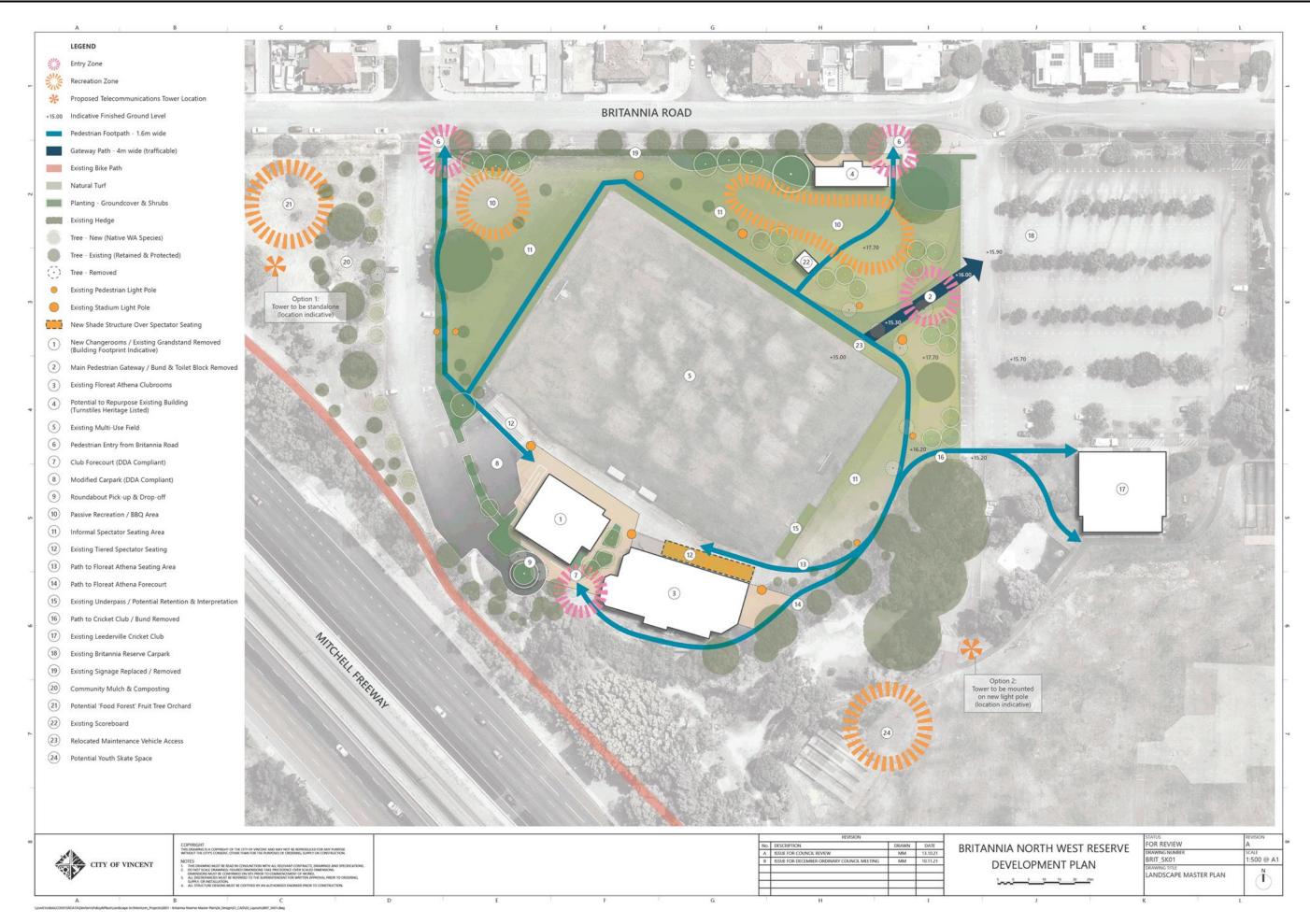
1. PRELIMINARIES	
Item	Amount
Compliance, Insurances and Management Plans	
Compliance with the Specification and General Conditions of Contract inc. insurances	\$20,000.00
Management Plans	\$8,000.00
Site Establishment	
Include all costs for setting up of works.	\$12,000.00
As-Constructed Drawings	
As-constructed drawings for all works	\$3,800.00
TOTAL PRELIMINARIES	\$43,800.00

2. PROVISIONAL SUMS	
Item	Amount
Public Art	
Allowance for 10% public art	\$72,958.00
Interpretive Signage	
Allowance for interpretative signage	\$8,000.00
Theft and Vandalism	
Repair of theft and vandal damage during Consolidation Period	\$10,000.00
Tree Works - existing	
Allowance for works to existing trees including arborist advice	\$10,000.00
Bulk Earthworks	
Allowance for bulk earthworks to achieve design/remove bund (Bulk earthworks by Civil contractor)	\$150,000.00
Remove Toilet Block	
Allowance to remove the toilet block	\$25,000.00
Universal Access Toilet	
Allowance to supply and install "Yarra 2" by Modus	\$60,000.00
Repurpose Turnstile Building	
Allowance to repurpose the turnstile building	\$75,000.00
Contingency	
Allowance for 10% contingency	\$72,958.00
TOTAL	\$483,916.00

4. LANDSCAPE AND IRRIGATION WORKS							
Item	Amount						
Site Preparation	\$27,450.00						
Pavement and Surface Profiles	\$185,750.00						
Edge Profiles	\$12,420.00						
Wall Profiles	\$10,500.00						
Furniture Elements	\$262,920.00						
Play Elements	\$18,815.00						
Lighting	\$92,400.00						
Vegetation Profiles	\$88,925.00						
Irrigation	\$20,000.00						
Maintenance	\$10,400.00						
TOTAL	\$729,580.00						

### COMMENTS:

Britannia Reserve and Litis Stadium is an active recreational hub that services the immediate Leederville/Mount Hawthorn areas, wider Vincent and neighbouring inner-city catchments. The Development Plan has been designed to improve accessibility to the already active and diverse range of social and sporting activities that occur here. The importance of providing adequate greenspace in this area is significant, based on this reserve being purposed as a Regional Open Space in close proximity to the Perth CBD, and increasing levels of higher density living in the surrounding areas.





1

### **Consultation Overview**

Throughout the community consultation period, the City has received submissions either via the online survey, electronic submissions or in-person via pop-up engagement sessions.

The draft Britannia North West Development Plan consultation period commenced 28 July 2021 and closed 29 August 2021.

The summary of submissions are as follows:

- Survey Participants: 34
- Email Submissions: 6
- Total Page Visits: 170
- Document Downloads: 72
- FAFC Pop-up Visitors: 7
- Leederville Cricket Club Pop-up Visitors: 6

The following consultation methods were used to raise community awareness and seek feedback during the comment period:

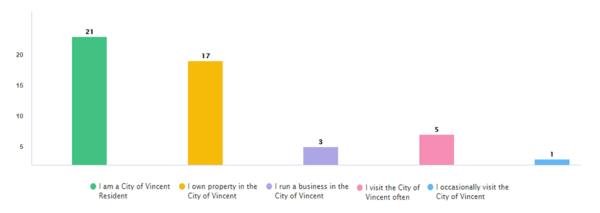
- Social media campaign and news item on website.
- Postcard drop to residents in a 400m radius of the north west portion, including bordering residents along the south eastern boundary of the reserve (1215 postcards).
- Postcard drop to local café's/businesses along Anzac Road and Oxford Street.
- On site signage around Britannia Reserve.
- Pop-up engagement sessions at Floreat Athena Football Club clubroom (Thursday, 12 August) and Leederville Cricket Club clubroom (Saturday, 21 August).
- Imagine Vincent project page containing the draft changeroom concept, draft Development Plan, and online surveys relating to the Development Plan & Telecommunications Tower location.

All online submissions have been included in the below summary and applicable graphs. Following these, the email submissions and pop-up engagement comments have been included under the relevant category.

### **Online Survey Results**

### Current Britannia Reserve Usage

Online Submitter Demographics

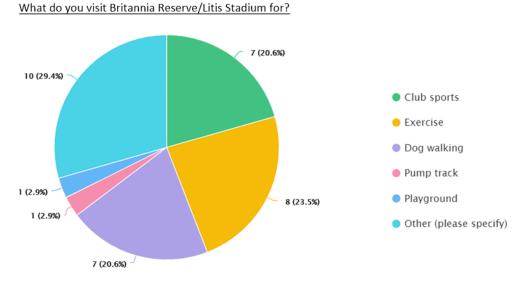


The above graph indicates that 97% of the submitters are either property owners, residents, or both. NB: Multiple answers could be provided in response to this question.

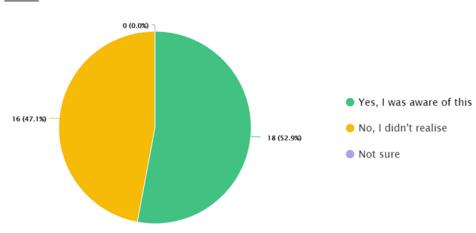
How often do the users visit Britannia Reserve and/or Litis Stadium?

	Daily		Weekly		Monthly		Yearly		l don't	
	#	%	#	%	#	%	#	%	#	%
How often do you visit Britannia	16	47%	16	47%	2	6%	0	0%	0	0%
Reserve?										
How often do you visit Litis	2	6%	15	44%	2	6%	4	12%	11	32%
Stadium										

32% of these respondents don't currently use or visit the Litis Stadium portion of Britannia Reserve.



The main reasons for users to visit Britannia Reserve and/or Litis Stadium is for (23%) Exercise, (20%) Club Sports and (20%) Dog Walking. While (6%) conduct all 3 of these activities on a regular basis. (12%) of respondents also visit the Reserve for the Community Tool Library.

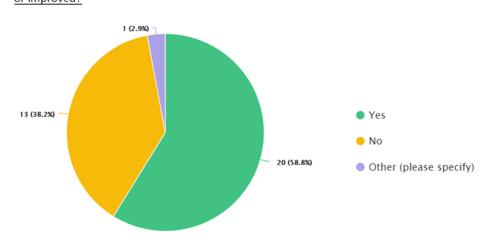


### Site Accessibility

Did you know that Litis Stadium is now a publicly accessible park outside of FAFC's operational hours?

47% of respondents didn't know prior to the consultation that Litis Stadium is now publicly accessible.

4



Would you visit Britannia Reserve more often if the area around Litis Stadium was more accessible or improved?

59% of respondents indicated they would visit Britannia Reserve more often if the area around Litis Stadium was more accessible or improved through the Development Plan.

### Litis Stadium Changerooms

The current plan includes upgrades to the changerooms at Litis Stadium. What features or amenities would you see that add value to the change room facility?

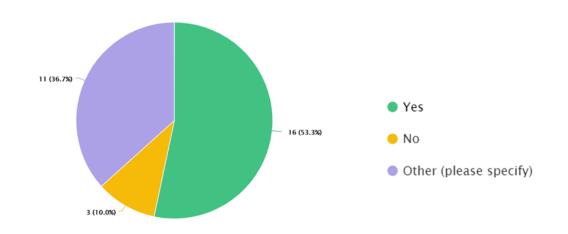
- Public toilets.
- Current design meets needs, storage is always an issue so maximising the storage capabilities for the club.
- Players Race.
- Improved shade for spectators given proposed removal on only existing weather protection to erect new facility.
- Public toilets that are accessible to all, parents room.
- Better access to the Clubrooms and public toilet facilities. Needs to include enough undercover area for spectators.
- Full refit of change room.
- Having an additional space for the community to use for meetings, gatherings, social events, storage area for community projects.
- Accessibility.
- All gender restrooms and showers.
- Male and female home and away change rooms, replacement seating for seating being removed, plenty of lockable storage.
- Opportunity for local homeless people to access showers on a weekly basis.
- The facility would be better located on the south west side where it would be accessible to juniors and sporting clubs using Britannia Reserve; (ii) maximum flexibility of use should be considered to allow for future multi-function use don't assume only soccer, only male; only Floreat Athena or other limitations; (iii) consider including external lock up spaces for other sports and clubs; (iv) include parents room; (v) include nearby children's play area.

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- Good hand dryers.
- Should be dual use, for hockey people too.
- Baby change tables, water bubblers.
- Parent room(s) for changing small infants, and kid sized toilets. Put this accessible and obvious to the outside to make it more useful for Britannia visitors too.

Do you have any comments or suggestions on the change room facility layout? This could include the design/functionality of changing rooms, storage areas, wet areas.

- I have viewed the plans and am happy with the proposed concept.
- The need to make the 4 smaller changerooms be opened up into 2 larger ones for events like the FIFA womens world cup or other events where the squad requirements require more room. I would make the rooms bigger by removing the plumbing duct as any repairs could be conducted during the day when the changing rooms are not being used by anyone.
- Make sure it's suitable for for international guests.
- Ensure that safety in design principles are considered for the benefit of ongoing maintenance and ease of end user.
- I think the overall external design is aesthetically unpleasant. It appears as a functional design only. I believe there is an opportunity to create something that recognises the history of the site while creating interest to the observer.
- The Plans have no illustrations of the proposed change rooms from the outside, as the first version was so architecturally appalling, so how can I possibly comment on the design? Will it include parents/babies change facilities? Are there gender specific areas?
- Does the community support the destruction of the heritage stadium?
- Enough toilets.
- Soccer players shouldn't have to clear their shoes on a wall and leave dirt and grass everywhere.
- Open hours need to be monitored.
- Wet area. lockers for hire.
- Toilets are all hidden away through changerooms. To make it useful for general public visitors to Britannia, direct and obvious access to basic toilet facilities would be beneficial. As it stands this is simply a changeroom to support the stadium and not really useful for anyone else.



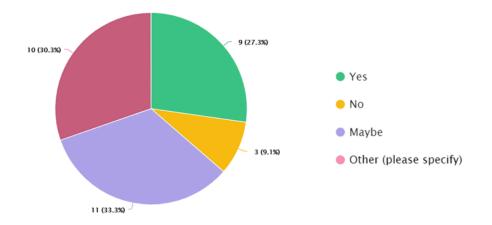
Would constructing a shade structure over the current seating in front of Floreat Athena's Club room be sufficient for spectators?

'Other' Comments:

- Yes, however I feel it will be even better if there is some shaded area added to the front of the new changerooms and or to the grass banks to the south.
- Yes assuming it allows views from the clubroom and proper weather protection.
- I believe the seating area faces NE (no cardinal compass points on drawings) and as such shading would have to be quite large at certain times... which is fine with me as opportunity for solar panels and rain water collection.
- As long as the shade structure was waterproof this would be sufficient.
- It is essential, and should be compulsory, to have a shade structure over the seating area.
- As the seating faces north, as most games are played in winter, shading would not affect spectators as sun would likely still be on them during the day.
- Ideally there needs to be rain protected seating / viewing areas football is a winter sport.
- The value and service of the proposed shelter should be aligned with the whole of life financial cost including ongoing operating and future replacement.
- Its winter time.. shade won't help.. needs to be sturdier.

How important to users is the value of environmentally sustainable designed facilities?

100% of respondents indicated they view environmentally sustainable designed facilities as (67%) very important and (33%) somewhat important.



Would you like to see some form of art such as a mural included in the changeroom design?

54% of the submissions were directly in favour of incorporating a mural, this was made up of (27%) directly responding with 'yes' and a further (27%) noting support through their comments. Only one comment noted non-support for a mural, the other 9 comments made reference to the former velodrome site if a mural is considered. Only 12% of respondents directly opposed a mural, it will be investigated through further Development Plan considerations in relation incorporating heritage features across the site.

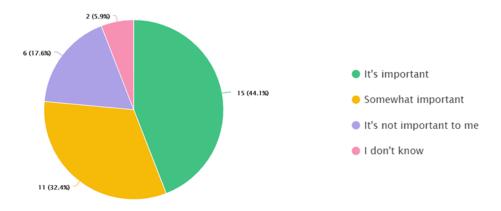
#### 'Other' Comments:

- Only if it represents the history of the venue from cycling velodrome to state home of football including many international matches and the story of the migrants that started Floreat Athena 70 years ago and the benefit they have given the wider community.
- Absolutely. Also there is HUGE opportunity for an art installation with original lights from the velodrome. This could link the changerooms to the main clubrooms. I feel Voxlab would be best to deliver this.
- Yes but not taking away from the cost of more practical improvements such as increased weather protection or lighting that meets FFA game requirements.
- The Tool Library is hoping for a mural on the old ticket office walls that would reflect the past usage of the velodrome but similar else where would be good.
- Mural with a nod to the old velodrome.
- Yes, recognition of the sites history and usage could be incorporated.
- The design should be consistent with good design practice and the built design standards of the City. The building will be prominent and presumably last for some time so it should look decent. Reasonably that could include appropriate murals. architecture or other features.
- No more murals! what about an interactive wind chime to create some music!
- Yes, but not for the sake of a mural. Better no mural than something hastily/cheaply thought out and put up.

Do you have any comments on the location of the changeroom facility and associated seating?

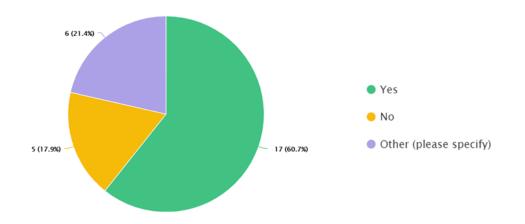
- Given the removal of the grandstand it seems logical to place the new building adjacent to the club rooms and allows for the activation of the eastern side of the ground for other uses in the future.
- Angled appropriately.
- Refer to comments above re: weather protected seating and lighting.
- One questions as an individual the need to demolish the grandstand. It already represents a considerable investment by a previous generation in CO2 from cement and concrete production. Engineers reports can vary as witness Subiaco Hay Street. 60/70 architecture may not be fashionable but some of it should be preserved and I believe the Grandstand should be preserved. It could offer a great community space up stairs and bellow the seating area.
- Accessible to the main car park via footpath.
- The Western side is appropriate.
- Make sure they are not intrusive ugly eyesores and that sufficient thought is put into the project, not just box ticking to get the funds! Residents will have to live with the result for a very long time.
- Protection from strong winds and afternoon sun should be design factors.
- The main problem with the location is it is far away from the main Britannia reserve. This means it is only really suitable for use in conjunction with the Litis stadium field. However this surface gets quickly degraded from over use, so most Athena teams have to use Britannia reserve fields where there are no / poor facilities.
- If the change rooms were located in a more south easterly direction closer to the ovals then they could be shared by the Leederville Cricket Club too.
- The change room should be located on the South West side of the stadium with access from both sides. It should serve both the stadium, the kids bike area, the Britannia sports and practice fields and all clubs.
- Add hockey to the upgrade.
- Make sure people don't vandalise them or break them.
- Given it's location and the current lack of access to Britannia it's hard to see how it adds value to the visitors of the adjacent (Britannia) area. To do this wouldn't it be a better idea to have a larger set of shared changerooms between Litis and Britannia for both sporting areas?

#### **Bund Removal**



How important to you is improving the connection between Litis Stadium and Britannia Reserve?

76% of respondents stated that improving the connection between Litis Stadium and Britannia Reserve was important (44%) or somewhat important (32%).



Do you feel the proposed improvements to the connectivity of the site are sufficient?

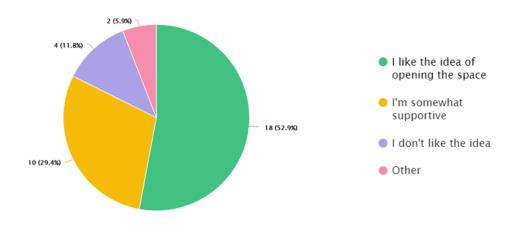
'Other' Comments:

- It would be great to have a level/flat area for kids to play on football game days.
   I hate the thought of a mature tree being killed to create connectivity between litis and the carpark.
- The proposed improvements are a reasonable start but there must be more community consultation. Also, there is absolutely no need to destroy the mature native tree to lower the

'bund'. A retaining wall can be built around the existing tree. Why are you considering keeping the tunnel? It is already a safety and security risk, and will need constant upkeep. What would the tunnel be used for?

- Somewhat. I feel that the improvements are in line with what the Floreat Athena Football Club want, but I do not feel that the other users of Britannia Reserve such as biker, dog walkers, cricket players and families will benefit much from the improvements.
- The original fenced secure compound approach with boundary fences and bunds is a blight and disconnection. It blocks connectivity between facilities. Every effort should be made to incorporate the stadium into the surrounding reserve and provide connections and access to different uses of the reserve. For example connecting to the Freeeway pedestrian bridge, Principle shared path, kids off road bike facility, kids playground, main barbecue social area and sporting fields.

How do you feel about the removal of a portion of the South East Bund (embankment) as a way to increase connectivity between both grounds?



82% of respondents were supportive (53%) or somewhat supportive (29%) of the idea of removing the bund to open up the space

If the bund (embankment) is removed, what elements would you like to see at the newly developed site?

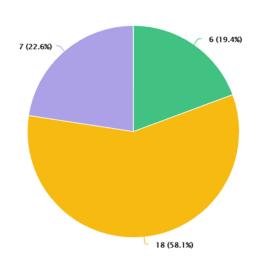
- Flat turfed area for kids to play close to the field on match day or allow warm up.
- Fruit trees.
- Facilities such as small business food outlets that support the club rooms and Britannia for game days.
- A new community building to permanently home another community NFP / org focused on sustainability and connecting the community and a second building for community multi hire/use.
- Nicely paved / exposed aggregate path with feature landscaping.
- Dont remove the bund. Connectivity to Brittannia Reserve is not achieved, removal of the bund connects litis to the carpark only.
- BBQ facilities.

- Social recreation facilities + exercise equipment.
- The existing but endangered mature tree must be retained and preserved with a retaining wall. In addition I would like to see more accessible gardens, tree plantings and seating. As a nearby resident who has been denied access to the Litis Stadium for the past 20 years it is a great initiative to open it up to all at last.
- Seats & attractive vegetation
- Shade structure and seating. Tables for chess and table tennis BYO equipment. Sand volleyball courts A labyrinth Toddler friendly play equipment.
- A training field(s) similar to the Astro turf ones at Dorian Gardens, so teams can train and warm up close to the new change rooms without having to use the main Litis surface.
- New, bigger playground area for kids. More BBQ and picnic areas. Dog watering area.
- Good location for a shared toilet block and change rooms. Possible site for expanded childrens play area, possible site for BBQ play area.
- Turf pitch.

areas constructed?

- Hockey turf.
- Good to watch sport on the grass and have young kids paying on the hill.
- Facilities to encourage teenage girls to be active and outdoors.
- Open up the space with walkers and cyclists.
- Do not remove hedging on north side as this provides a sound barrier for residents from stadium and freeway noise.
- Clear and open path, natural bush landscaping, water fountain, exercise structures, a shared changeroom facility (if my other comment to move the location is taken up). It should be inviting and obviously accessible to people from Britannia.

#### Are there any locations in the Development Plan where you would like to see additional shaded





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Item 9.5- Attachment 2

#### Additional Comments:

- Improve the quality of grass on the banks and provide some shade sails or similar as the use of the stadium is inhibited by the lack of shade in summer for spectators of event event now that the grandstand has been closed. it is quite frankly dangerous to view anything in summer since the grandstand was shut as I have personally heard many complaints from people earlier this year getting sunburnt while trying to watch their children.
- Plant more olive trees.
- As many spectator viewing points as possible. The sun and rain can be intense when watching all levels (juniors and seniors) and at the extremities of the weather can be a long time exposed whilst watching a game (60-120mins).
- Shading and seating outside the old turnstile building (between the field and turnstile building at the car parking area) to connect the areas again.
- Yes, as I have already been treated for skin cancer because of sun exposure I am a passionate advocate of protecting people, especially the young, so want to see as much shade, from structures or trees, as possible.
- Shade/rain shelters at various points around the outside of Britannia reserve would be a great addition for the weekend amateur sports events.
- If new terraced seats are installed on the south east section of the bund (east of the existing club rooms) that would be a great area to include some shade.

#### What do you like most about the Development Plan?

- The existing buildings are dilapidated, unhygienic and unsafe. The upgrade is long overdue and will benefit all users of the area.
- Clubroom Upgrades, new changerooms.
- Good collaboration with the soccer club.
- Improved lighting at Britannia and improved change room facilities
- What don't I like about the Plan. 1. The topography of the Old Velodrome should be preserved along with its history. Many persons ask about and some older persons remember it in it's prime 2. The elevated pathway in the SE corner is frequently used and is a pleasant elevated walk which is unusual. 3. Grassed terraced banks make a good location for unstructured play for children rather than formal playground . Hidden nocks and crannies are more fun than large open vistas .
- That it will be more inviting and easily accessible to do loop walks. Will bring in more people to a bit of a community hub!
- Remove bund and level.
- Greening the area and upgrading the paths.
- That the local community is finally able to use and enjoy its own facility, which until now has been denied.
- Hopefully it will stop the space from looking like a sore thumb.
- Better Lightening for Britannia.
- Modern change room facilities and increased accessibility.
- I am very hopeful that when the area is redeveloped it will be better maintained. Currently I am saddened by the amount of aluminium cans, plastic food wrappings, strapping tape, broken furniture and general rubbish is left around the stadium. It is as though no one cares for the place and the natural environment nearby.
- Opening up of the barriers around Litis stadium.
- Opening the bund to incorporate the stadium into the community.

- it should be a multi sport site, not just a football club site. If City of Vincent is spending money on only one sport, its not fair. Other clubs have to use shred facilities and with dog walkers.. This will ahve to be marketed as a multi use stadium!!!
- Connecting to Britannia reserve and improved resident access.
- Everything that encourages the access to and use of Litis by the general public.
- It renews the older buildings.

#### Is there anything you would change in the Development Plan? (Further suggestions/Improvements):

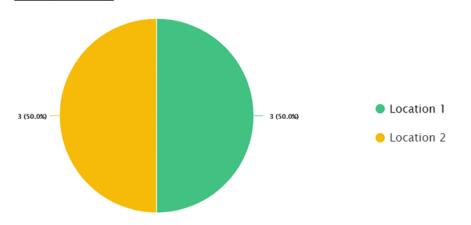
- Need 500 lux level lighting inside Litis Stadium to comply with requirements for a training ground for the womens world cup. Need to ensure although public is allowed into litis stadium, we find a way to stop people wearing out the goalmouths taking shots on goal. Need a hedge low barrier to stop car headlights during night time as the glare from headlights due to parked cars in the carpark blinds the players/spectators especially on the top Egina St Carpark.
- There appears to be a lot of proposed areas that overlook the main pitch. I think the club would struggle to generate sufficient income on game days if people can spectate without paying an entry fee. I think some research into other NPLWA / Football West clubs in this regard would be of benefit at this early stage. From my experience, most club 'stadiums' are gated for this reason.
- Keep the scoreboard please. utilize those building on the east side.
- Yes see previous comments re improvements to weather protection and FFA minimum standard lighting.
- Make sure the Bike Trail and Pump up Track is preserved until it is no longer in fashion
- Consideration needs to be taken in relation to entry fees on football game days. Opening up the velodrome with multiple access points will allow people to access the stadium without paying entry fees which is a revenue earner for Floreat Athena FC.
- Resurface surrounding car park west side. greatly improve car park lighting around area. remove old storage cages / booth gate along britannia road. a real eyesore.
- Yes. Replace all the bitumen around the old changerooms with paths and planting. Repurpose the missing turnstiles in some form as recognition to the history.
- The whole area, both Britannia Reserve and the Litis Stadium needs to be renamed to reflect its original custodians and its new start. It should be renamed 'Galup' its original Aboriginal name. Also, what traffic calming measures are being implemented to address current and future traffic issues associated with attracting more people to the area? Britannia Road is already a rat-run/race track and more users will make it even more dangerous.
- Add a café.
- I would like to see if we can reinstate the cycling velodrome.
- Anything that helps improve the surface and durability of the Litis stadium surface so more Athena teams can actually play on it on match days. The surface gets too degraded at the moment from training and games such that many teams have to use Britannia reserve where there are still poor facilities.
- Moving the changeroom area to be closer to Britannia park so that is able to be used by Leederville Cricket Club players and members of the public rather than just Floreat Athena Football Club players.
- New toilets and change rooms are required for Britannia Reserve. Sports lighting for night training is a great idea. Need to make them automated and smart.
- Turf pitch.
- I think we should turn it into something that more people will use such as a hockey turf. Because soccer can and is played on the grass as Britannia and there is literally no benefit to

having more soccer fields but just with stands, so it would make more sense to make a hockey turf because it is much harder to play hockey on normal grass there is also a shortage of turfs in Perth so some divisions miss out on playing turf games. These are usually the lower teams and it causes more opportunity for the higher grades teams.

- Yes, field hockey and other sports should be able to use this space.
- Do not remove hedging on north side as this provides an important sound barrier for residents from stadium and freeway noise.
- It does almost nothing to open up access to Litis, make it clear public can go there, provide any utility to the general public...

#### Proposed Telecommunications Tower Location

Users preference for the location of the proposed telecommunications tower (as referenced in the Development Plan):



Only 6 responses were received regarding the telecommunication towers, with 3 responders preferencing each proposed location.

User Feedback on Telecommunications Tower:

- Exactly why was it been agreed that the tower is to go on public open space, namely either location 1 or 2? What consultation was undertaken to ensure the residents, ratepayers and users of these spaces want the tower there at all? Just another nasty City of Vincent tactic to raise more money to squander on the latest woke project. Let's put it in the mayor's or CEO's backyard?
- I am not impressed with either site as there are children playing all around both areas & they will be affected either way.
- Why can't the tower remain where it is currently located?
- Adding to a lighting tower seems an excellent idea. Keeping it discrete and reducing the visual noise of yet more towers.

## **Email Submissions**

#### Written Submission #1

Would it be possible to improve the boundary fence and adjacent footpath at the North side of the development? This path is extensively used by local pedestrians, joggers and dog walkers on their way to the dual use paths by the freeway and Lake Monger. It always gets restricted by overgrowth of the plants that entwine the wire mesh fence and the council frequently prunes it. Most of the time if people cross each other one has to walk on the verge as there is no room to pass.

One solution would be to remove the existing plants, refurbish the fence and plant further back or simply remove the plants which are now patchy in parts and not very attractive.

Summarised Submitter Comments	Administration Comments
Boundary Fence.	Noted. This will be reviewed once the
	Development Plan progresses to detailed
	design.

#### Written Submission #2

#### My suggestions are as follows:

- 1. Litis Stadium
  - a. keep the venue as a closed venue as possible with no removal of banks. As a venue of historical significance as a velodrome, the grass banks along the terrace/seating is the only reminder of a velodrome that it once was.
  - b. It also provides and intimate setting for the soccer club and games held there which provide a great atmosphere.
  - c. The venue is a great boutique rectangular sports venue and should be treated similar to Leederville Oval. It provides a great sporting venue to a league similar to the WAFL.
  - d. Once the club rooms and stands are upgraded, and new change rooms are built, it will be the second best rectangular sports venue in the state. Perhaps will just need a lighting upgrade.
  - e. With the womens world cup here in 2023, the venue can be easily used as a training venue.
  - f. But the venue needs to have the ability to be closed to host a (semi) major event. Further removal of banks and fencing is unnecessary.
- 2. Britannia reserve
  - a. It is connected enough to the Litis stadium venue.
  - b. Removal of bund is unnecessary and will only detract from Litis stadium as a semipro sports stadium.

- *c.* There is plenty of room around Britannia for further recreational activity development without detracting from the stadium.
- d. Floodlighting the reserve will be fantastic and long overdue.

In summary, Britannia reserve can be upgraded without the need to change the aesthetics of Litis stadium. Litis stadium should be used as a semi-pro sports venue the same way Leederville Oval is used.

Summarised Submitter Comments	Administration Comments
1. Litis Stadium.	Noted.
2. Britannia Reserve.	Noted.

#### Written Submission #3

I wish to express my strong opposition to the proposed Litis demolition. In particular:

Destruction of the bund and tress between the oval and Britannia park it is a horrific idea. These tress are amongst the largest and healthiest in the area and are habitat for a large number of birds and marsupials. As the only very large trees set back from the freeway, they represent an important part of our natural environment. Creating convenient access for soccer players to the ovals is simply not justification to destroy this habitat. The bund provides important sound barrier to the oval, helping keep the Britannia open space more suitable for boarder community use, not just the soccer clubs. I simply cannot understand why rate payer and taxpayer funds are being used to remove trees - I would have expected Vincent to be seeking every means of keeping and improving our tress and green spaces.

*Further, it is a particular shame that this project includes the destruction of mid-century grandstand. This proposal makes no reference to its potential heritage value or any justification. Oddly, the ugly, utilitarian block adjacent to it is left untouched - altogether odd.* 

Summarised Submitter Comments	Administration Comments
Demolition of Grandstand.	Various options were considered to retain the
	current grandstand; however, the value,
	estimated construction costs and long-term
	maintenance costs associated with retaining
	the grandstand were deemed high-risk to the
	City.
Bund Removal.	There is some sentiment towards the potential
	removal of the mature tree, so opportunities to
	retain the tree will be explored during the
	detailed design phase. Further planting is being
	proposed in the Development Plan not
	withstanding this decision.

#### Written Submission #4

Driving home this evening I saw the sign outside Floreat Athena Football Club regarding the proposed Floreat Athena Football Club - Britannia Reserve Upgrades.

I have been considering approaching the City of Vincent for some time about my idea and feel this is the perfect opportunity.

As an avid cyclist with a specific interest in track cycling, I have competed at an international level and am well connected in the cycling community.

I have often discussed the idea with friends and acquaintances in the cycling of reinstating the cycling track once used for the 1962 British Empire and Commonwealth Games.

Cycling has exponentially grown in popularity in the past 10 years and whilst we have an indoor track in Midvale many people do not use the facility because of its location.

*I believe that a 333m banked outdoor cycling track located in the CBD responds to the growth in popularity and compliments the existing pump track and extensive cycle path network.* 

It would provide a safe place for children learning to ride and local residents to exercise, as well as a facility for athletes to safely train and compete.

Up until the late 1980s, the outdoor cycling track in Midland hosted exciting track cycling events. Other states in Australia still host some of the most prestigious and historic cycling events in the country at outdoor velodromes.

Often these cycling tracks have football pitches in the centre and I am confident that both cycling and Football can co-exist and will benefit from the increased use of the space.

Reinstating the cycling track is an opportunity to improve the functionality of the space for the community and increase its use by providing a dual-use facility that could be used year-round.

Local Olympian and dual Gold Medallist from the Athens Olympics, Graeme Brown is in support of the idea and is happy to be involved, should this move forward.

I would be very interested to hear your thoughts and how we can best present this opportunity.

Summarised Submitter Comments	Administration Comments
Potential to re-instate cycling track.	There has been significant support to open up Litis Stadium and increase the connectivity between this area and greater Britannia Reserve. The City would like to incorporate elements that pay respect to the sites historical value, however reinstating a cycling track
	would be beyond the City's current capacity to build and maintain to a reputable standard.

#### Written Submission #5

I have noticed the consultation period for the Britannia Reserve Upgrade closed on 29 August even though the letter residents were supposed to receive never arrived, and that very few locals and other Reserve users knew about it.

As described to you recently at the Reserve (cricket club), this whole process has been a disappointing example of 'consultation', especially for such a large scale project. Or was it a deliberate CoV decision to let few people know about it - except of course those who will benefit the most, the Floreat Athena Club?

Regarding the telephone tower, the community is reeling that one option is for it to be placed near the children's bike and pump track, cricket nets and playground. The potential extraordinary health risks to Reserve users, especially children need to be addressed as a matter of priority.

Can you please tell me when the community will be provided with an update on the outcome of the 'consultation process', when a decision will be made regarding the location of the phone tower and when we will see the updated plans for the 'change rooms'?

Summarised Submitter Comments	Administration Comments
Notification didn't arrive.	A review is to be undertaken on the basis of
	this feedback that some immediate residents
	didn't receive any mail notification.
Consultation advertising.	Consultation advertisement was conducted
	with the City's policy including various public
	forums to provide the best opportunity for
	people to provide their feedback on the
	proposed developments at this site.
Telecommunication Tower.	This City is not involved in this project, outside
	of assisting with an added layer of consultation
	and results be provided to the relevant
	consultant. Kordia Solutions are conducting
	their own method of consultation and will go
	through the appropriate Development
	Application process with the City.
Updated plans for the Changeroom.	The City are engaging a consultant to conduct
	further design work of the changeroom facility,
	through collaboration with the Project Working
	Group and City's Design Review Panel, the
	intention is to get then bring the design to
	December OCM.

#### Written Submission #6

Dear Sir

RE: LITIS STADIUM UPGRADES 2021 - PUBLIC COMMENT

Thank you for the opportunity to comment on the proposed works at Litis stadium including replacement of toilet block and other miscellaneous works advertised for comment on fliers and the

City web site.

Statement of General Support

I support proposed measures to open the existing enclosed compound of Litis stadium and join it to the remainder of Britannia Reserve. I provide detailed comment below.

I support the continued and increased use of Britannia Reserve for amateur and club sports, as well as other niche uses such as adventure playground, bike track, dog walking, personal exercise, school sports.

*I express concern and advise caution that the City maintain probity and invest wisely in sporting facilities. In particular that the location of the proposed change facilities is not of maximum benefit to the City and approval for it needs to comply with due process of the City.* 

My interest and qualification to comment

Proximity interest - I live at XX Egina Street, Mt Hawthorn within 200 metres of the Litis stadium.

My property and life is affected by parking, noise and other impacts from the stadium.

User of reserve - I am a regular (near daily) user of the reserve for passive and active recreation.

Financial - I am also a qualified asset management engineer who has a continuing interest in the

financial sustainability and quality of services provided by the City.

Commentary

Specific comments and feedback on the current proposal.

I trust you will appreciate my blunt and honest feedback. I lack soft communication skills and tend

to be very direct. Please also excuse the length of response.

1. Apparent Fait Accompli.

The nature of the consultation and information provided suggests construction of the Changerooms and Toilet block for Floreat Athena football club (FAFC) has been previously committed to. Various minor improvements to Litus stadium are being advertised for comment but matters of import are not discussed.

It seems to an external observer that the City has either been placed in the position of providing additional facilities in the nominated location, or is not genuinely open to consultation on options. I

have taken the approach of asking questions and raising matters that ought to be raised about the overall development as well as the minor issues for which comment is requested.

2. The relationship between the City and Floreat Athena club (FA).

This relationship remains opaque to residents including myself. Proposals to develop Litis stadium in the past, and currently, are presented by the City on behalf of FAFC whereas these proposals often do not appear serve the interests of the City, other sporting clubs or residents.

a. Is this proposal an initiative of the City for the betterment of the reserve for all sporting clubs or an initiative for the FAFC club?

b. Is FAFC an amateur or a professional/commercial sporting club?

c. How does FAFC contribute to, support and benefit the community? It appears to be a private professional sporting club with few links to the City rather than a community club? If it is not of benefit to the community should the City be supporting it financially?

d. Is the City treating FAFC and this project with the same standard and policy applying to other sporting clubs?

e. Will the changeroom and toilet facilities be available to all sporting clubs that use Britannia Reserve?

*f.* Are there other greater priority needs for infrastructure for other sporting clubs around the Clty, such as providing a toilet block and change room for the greater Britannia Reserve.

#### 3. Probity issues

Britannia Reserve is a regional recreation facility identified in the Metropolitan Region Scheme. Change of use and substantial changes will require both the approval of the Council, the Department of Planning and Heritage and community consultation. The intended use as described complies with reserve functional objectives. However, including other uses such as commercial café, restricting use of reserve, significant increase in capacity would require a more rigorous approval and consultation. The City has an unfortunate history of hiding substantive change within minor proposals for Litis stadium.

a. Are the proposed improvements aligned with the Council Long Term Community Plan and Strategic Plan? Are they aligned with the infrastructure plan?

b. Do the proposed improvements constitute a substantive change to the use of the reserve, capacity of the stadium or type of use? If so the proposal needs to be advertised properly.

c. Is this proposal intended to support commercial and professional sporting engagements of large size at the venue?

*c.* Does the provision of the change facility meet the requirements of the Council policy for provision of facilities for sporting clubs?

e. Is this a good investment for the City?

f. Have the risks and costs of the proposal been considered? Including whole of life obligations?

- g. Have Council Policies on consultation been met?
- h. Have necessary planning, building and health approvals been obtained?

*i.* Does the building design and approval conform to Council built form and planning policies?

Suggestion – have a senior officer stand clear of the main process and audit the probity of the planning and decisions.

4. Consultation Process.

As mentioned above this consultation appears more focussed on cosmetic issues than the proposed significant changes.

5. Benefit of toilet block and change room to FAFC and Community.

Undoubtedly the new change room facility is a significant asset to benefit the stadium and FAFC. The question is whether it is also of benefit to the community or just another financial liability to the City.

6. Costs and Risks.

A fully funded new facility is not without costs and risks to the City. Risks include budget overruns, acquiring a white elephant, FAFC dissatisfaction with outcomes, failure to comply with due process, abandonment of the facility by FAFC.

Costs include ongoing operational, maintenance, depreciation and eventual replacement costs. The City appears to have been placed in the awkward position of delivering a significant project, funded by others and for others, without due planning and consideration and with responsibility for all liabilities and risks.

7. Financial considerations

It seems likely the proposal is of benefit to the City if original construction is fully funded by

others. However due process requires proper assessment.

a. Has a proper business case been provided?

b. Is the proposal value for money for the city?

c. Is the proposal affordable to the City?

*d.* Who is funding the works? Who benefits from the project? Who will own and be responsible for the assets?

e. Who is funding the ongoing depreciation, operation, maintenance and eventual asset replacement?

f. What are the risks? Who owns the risks?

8. Lack of Strategic Plan

Development of Britannia Reserve and Litis stadium continues to occur without strategic plan or vision. Rather development occurs in response to immediate demands from stakeholders. This is not good strategic planning by the Council and the lack of planning leaves the Council vulnerable. Various attempts have been made in the past to develop a strategic plan in the past but these are routinely bypassed in favour of immediate demands.

9. Preferred location of the toilet block on south-east side.

The change room and toilet block would be better located on the south-east corner of Litis where it is accessible to both Litis stadium and Britannia reserve. Note Britannia is currently home to junior soccer and cricket players nightly training, BMX track, children's playground, other sporting clubs and

events, BBQ area, interschool sports, general users of the reserve and others and is not provided with adequate toilets or change facilities.

Please note that the existing Cricket clubroom toilets are not changerooms, are showing age, have poor aesthetic, are often closed and are insufficient for the growing use of the oval (particularly if evening training is increased). New facilities will be required soon for Britannia Reserve.

10. Open planning and access.

The proposal to remove hedges, fences and bunds and generally open the area around the stadium up is enthusiastically endorsed. The new landscaping on the north-east side is pleasant and, in a few years, will provide an appropriate separation of uses without the previous shabby "poor man's berlin wall" character. The choice of low maintenance and low water demand species is also appropriate. The previous condition might best be described as a fenced compound isolated from the community.

11. Western Bund and significant tree.

Removal of the western bund to open access is also enthusiastically supported. I note discussions about retention of the significant tree on a remnant of the bund. I am not an arborist but from my experience the significant earthworks around the tree will likely kill the tree or leave it at risk of being blown over in a storm. If sufficient bund is retained to protect the tree the opening up will be minimal. A matter for the professional staff at the City to consider.

For my part I think it would be preferrable to remove the tree (and bund) and plant replacement trees. The loss of amenity for the short term would be recouped with a usable area of space, linkage between activity centres and a stand of young healthy replacement trees for our children.

12. Tree species and biodiversity.

My understanding is the existing tree species in the area is not indigenous to the area and represents significant falling branch hazard. The vegetation also lacks biodiversity. A potential opportunity is to progressively restore some areas of indigenous vegetation along the western boundary for passive recreation.

13. Linkages to other uses.

Litis stadium fenced compound has long obstructed access at a potential focal point of the reserve. Please note and consider opportunities to improve linkages to the western car park, Lake Mongers footbridge, bike track, basketball half court and sporting fields.

14. Old Underpass.

This has no residual value and high liability to the City. It is an attractant to anti-social behaviour. If not removed now it will need to be removed in the future

15. Sports field lighting.

This is a great initiative and good use of ratepayer funds. The reserve and playing fields are underutilised with activity restricted to a small corner after dark. Modernised and effective

lighting will increase the value and use of the reserve.

16. Britannia Road

Can the Council please list Britannia Road for minor upgrade and resurfacing in the forward

plan. The road pavement and surface is currently aged but functional. Resurfacing is presumably due within the next decade. Traffic tends to speed along the road. Minor upgrading in the form of marking parking bays, parking nibs, splitter islands and line marking would provide traffic calming.

#### 17. Heritage

The existing Litis stadium grandstand intended for demolition represents one of very few remaining vestiges of the Perth Commonwealth games. Personally, I am not concerned with preserving this building but it seems prudent the City take due consideration of heritage assessment in its decision.

#### 18. Aboriginal Significance

The site of Litis stadium is not designated a site of aboriginal significance, although Lake Monger across the freeway is so designated. As a high point overlooking a water body the Site of Litis stadium no doubt was an important historical camping ground. However, the site has been so modified with human occupation since settlement it would have little heritage value remaining.

#### 19. Telephone Towers

Both options seem equally undesirable from a local community perspective but presumably necessary for the wider community. Basic principles would suggest locating with maximum distance to any residence.

#### Background

I take a few moment to brief you on history you may not be fully aware of. I think it necessary you understand this in order to understand the suspicion with which I (and others) may regard this proposal and the City generally. It will also help you understand issues of concern. I do not intend to

resurrect past issues and recognise this Council and administration has changed.

Over the years there have been several proposals to "improve" Litis stadium including at least two

proposals to build new stadiums and turn Litis into a major sports centre, with regular crowds in the

thousands, millions of dollars of investment and no consideration of impacts or financial wisdom.

Regrettably to manner these were handled left much to be desired and has left a lasting Bad Will.

The principal rejection of PAST PROPOSALS centred around various themes

- A near corrupt, misleading, and appalling bad previous public consultation process. I do not
- say this lightly. I am a professional with considerable experience in public consultation.
- Apparent failure to follow proper planning process, terms of use and assessment.
- Perception that the Floreat Athena club is not a Vincent community club and a failure to
- provide any evidence it is.
- The exclusive provision and use of land and facilities by Floreat Athena as compared to the
- treatment of other worthy local clubs.
- A history by the City of making significant investments of ratepayer funds into providing,
- maintaining and refurbishing facilities at Litis for exclusive use of a club that appears to
- operate as a commercial venture, professional sporting club and not be linked to or
- recognise Vincent sponsorship
- Bad investment planning by the City.
- Anti-social behaviour by the club and guests (up to and including police riot squad
- attendance).

Size and frequency of proposed events with no consideration of impacts of change (traffic,
noise, etc) or the constraints of the site.

I am very pleased that the CURRENT PROPOSAL is near the opposite of past proposals.

I would also like to publicly acknowledge that over the last half decade anti-social behaviour has

largely disappeared and would now be no worse than any other public street.

Closure

Thank you for your consideration. I am available to discuss further if needed.

Please keep up the good work"

Summ	arised Submitter Comments	Administration Comments
1.	Apparent Fait Accompli.	Noted.
2.	The relationship between the City and Floreat Athena club (FA).	The intention is to improve the facilities that service this area, and open the ground to the public to increase passive awareness of the club to surrounding residents. Floreat Athena Football Club (FAFC) are the grant grantee, and both the Club and City have worked to come to a desirable outcome, pending community feedback. The changeroom facility will be available to anyone who books the reserve, and opportunities will be explored to secure a summer sports club tenant while soccer is not in season.
3.	Probity issues.	Once the funding is allocated, it will be reviewed and included in the City's Long Term Financial Plan. The reserve will still operate as it does currently with the City now maintaining and booking the ground. The intention is to explore having a summer tenant and/or other users that can benefit from the new changeroom facility and proposed opening of the south eastern corridor. Subject matter experts provided various inputs based on the proposed design work to date, and as we progress the Development Plan in more detail further input will be sought.
4.	Consultation Process.	Noted.
5.	Benefit of toilet block and change room to FAFC and Community.	Noted.
6.	Costs and Risks.	Noted.
7.	Financial considerations.	Preliminary long-term cost estimations were prepared in relation to location options for the changeroom facility. The proposed option will allow a rationalisation of maintainable assets at this site. The City will own and manage the changeroom facility once constructed and be responsible for the facilities ongoing maintenance.
8.	Lack of Strategic Plan.	The initial design work is being funded by the City. Further design work and construction would be

	covered by the Australian Federal Government Grant. The City will own and manage the changeroom facility once constructed. The City deem the changeroom facility as value for money given the current changerooms are in poor condition and require significant refurbishment work, this is also the same situation with the grandstand. The proposed design and location rationalises the built form assets on site.
9. Preferred location of the toilet block on south-east side.	Retainment of the grandstand facility was explored through the project working group with multiple location scenarios for the changeroom facility (including the south-east corner of Litis Stadium), however the value, estimated construction costs and long term maintenance costs were deemed high risk to the City. This has resulted in the proposed location and schematic design of the facility.
10. Open planning and access.	Noted.
11. Western Bund and significant tree.	Retention of the mature tree will be considered during detailed design. If this is unachievable, the City would replant similar native trees in close proximity.
12. Tree species and biodiversity.	Noted.
13. Linkages to other uses.	Noted.
14. Old Underpass.	This element will be explored further given its historical significance. Options to remove and retain the underpass will be explored through detailed design and consultation.
15. Britannia Road.	Noted.
16. Britannia Road.	Noted.
17. Heritage.	Retaining the grandstand facility was explored through the project working group with a separate location for the changeroom facility. The value, estimated construction costs and long term maintenance costs were deemed a high risk to the City.
18. Aboriginal Significance.	Noted.
19. Telephone Towers.	Noted.
Background.	Noted.

## **Pop-Up Sessions: Visitor Comments**

#### 5pm – 6:30pm Thurs 12 August Britannia Reserve Pop-up Consultation at FAFC Clubroom

Pop Up Visitor 1

Supports the removal of the bund to increase connectivity amongst the site, and didn't have any immediate comments in relation to the Litis developments.

Raised the cricket clubs intention to contact the City and West Australian Cricket Association in terms of the Britannia Lighting Upgrade, to propose raising the lux of the western oval from the current 200lux design to 300lux. This would increase the lighting standard from training to match play, and allow further playing and social opportunities for the club, community and WACA.

As a future provision, wished to see a change room or changing facility at the lower end of the reserve to cater for users at the southern ground, particularly for female players.

Given the rise in their membership of junior girls, and that the senior club is reviewing the potential to formalise an EOI for senior women to play competition grade following the success of their sunset scorchers program (women's social cricket competition).

#### Pop-Up Visitor 2

Unsure on the benefit of the bund being removed, or if there is potential to have it opened in a more southerly direction towards the cricket clubroom, as opposed to the car park.

Wanted to see historical links to the former velodrome retained/included in some form.

Thought the telecommunications tower at option 1 was more suitable, away from the children's playground

#### 9.30am – 11am Saturday 21 August Britannia Reserve Pop-up Consultation at Cricket Club

The consultation is poorly articulated. There is no call to action for the community to respond to.

There was no indication on the postcard when the consultation closed or on any of the signage placed around Britannia Reserve.

Letters should have been sent to all residents and ratepayers and a paper survey should have been included. If you're not computer literate there is no way to complete the survey.

The computer address to the survey, the consultation closing date, the call to action, and the pop-up engagement locations and times should have all been included on the postcard.

The postcards were only recently sent, and this has been a short advertising period.

The floodlights at the oval are still on and have been on over the weekend. This is an incredible waste of ratepayer's money. The light spills into people's homes. They should be automated to ensure they are not wastefully left on.

Residents and ratepayers should be offered the opportunity to look at the built form of the changerooms before it's determined.

The change-rooms are gender neutral. There should be gender specific areas.

There should have been a letter to residents, and not a postcard, in line with the City's Community Engagement Framework.

The telecommunications tower should not be located anywhere near where children play. The side effects of being in proximately to such a thing are completely unknown.

There should be no tree removal. They need to be retained. The bund removal can be achieved without this.

Litis Stadium should be renamed 'Galup' because of the Aboriginal historical significance of the site.

The club should be opened. It belongs to the residents and ratepayers. It's frustrating that the surrounding community can't use their own asset.

Do not keep the tunnel.

#### Pop-up Visitor 2

Have lived in the area for 25 years.

Fantastic that the site is being opened up.

There is long term distrust with the City regarding its role as proponent and assessor. There is a lack of definition regarding the roles and responsibilities of the City. The City plays two roles including:

- 1) Promote community and businesses; and
- 2) Legislate and run consultation

The City needs to remain independent from clubs and groups.

Based on the City's Property Management Framework requirements, the City and club should be reporting on how the club contributes to the community and what the community benefit of the lease of Litis is.

The City should be considering the Asset management Framework when developing any new facilities. The community inherits the costs of new buildings and this needs to be considered.

The toilets should be upgraded and prioritised over the development of an elite change-room facility.

Changes to the reserve have historically been delivered in an ad-hoc manner.

Fully support removal of the bund to improve passive surveillance and connection.

Queried if an arborist will be engaged to manage the potential removal of the street.

The underpass is a liability and has to go.

Very supportive of the long term vision and opening up the site.

#### Pop-up Visitor 3 and 4

Don't want the history of the velodrome to be lost. The tree should be retained at all costs. Like the idea of renewing the change-rooms. Could improve the playground to be nature play. Could incorporate heritage interpretation into any new built form. Underpass should be removed. Telecommunications tower should be located near the freeway.

#### Pop-up Visitor 5

Generally supportive of the overall plan and concept to open up Litis Stadium.

Walks dog regularly through Britannia Reserve, although not Litis as the feel is it's not public even though has knowledge the City have taken ownership

Is supportive of additional pathways for walkers/cyclists around the whole precinct

Didn't have a preference on the telecommunications tower location

#### Pop-Up Visitor 6

Understands both Club perspective and community perspective of the bund removal and change room upgrade.

Would have liked to see a plan that includes facilities that better services both Litis and Britannia, as opposed to specifically just Litis. A number of teams have to train/play at Britannia, and don't have a central or serviceable facility to cater for everyone, and to ensure provisions for females.

Had concerns over the usage and maintenance of the Litis Ground now being open to the community and potential for other summer tenants, many FAFC teams already have to train on Britannia to keep it a safe and usable surface for match play through the winter season.

Summarised Pop-Up Visitor Comments	Administration Comments
300 lux Sports Lighting on Britannia West Oval.	Noted.
Historical links to former velodrome retained.	Noted.
Bund removal direction.	This had been considered, however in taking out embankment in a southern direction significantly increases the number of mature trees in this proximity. So was deemed unsuitable.
Community consultation.	A review is to be undertaken on the basis of this feedback in relation to distribution

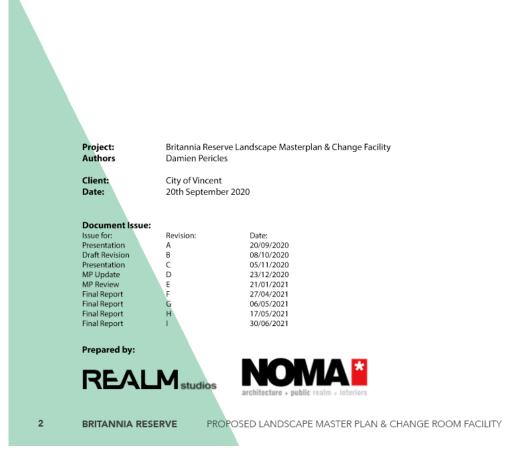
	materials, and that some immediate residents
	didn't receive any mail notification.
Flood lights left on.	Noted to relevant department. New lighting
	infrastructure will be automated.
Community view of changeroom.	All submitters will be advised at the
	appropriate time of the changeroom design
	being presented to Council.
Supportive of long term vision.	Noted.
Gender specific changerooms.	Gender specific changerooms are not deemed
	suitable for any new community changeroom
	facility. The majority of State and National
	sporting bodies, including Football West have
	facility guidelines that align to gender-neutral
	amenities to cater for the variety of users.
Telecommunications Tower location not near children's play area.	Noted.
Tree removal.	There is some sentiment towards the potential
	removal of the mature tree, so opportunities to
	retain the tree will be explored during the
	detailed design phase. Further planting is being
	proposed in the Development Plan, not
Paramira Litis Chadium ta (Calard	withstanding this decision.
Renaming Litis Stadium to 'Galup'.	The project team will work with the City's
	Reconciliation Action Plan Community Partner
Do not keep the tunnel.	throughout the implementation of this project. Noted.
Arborist Engagement.	The City initially engaged an Arborist to conduct
Arborist Engagement.	a site inspection and evaluation of the tree, in
	proximity to the proposed bund removal area.
	It was determined that if the levelling was to
	that of the carpark, it likely wouldn't survive.
	Opportunities to retain the tree through
	gradient levelling will be explored at the
	detailed design phase.
Underpass/Tunnel Removal.	Noted.
Don't want history of velodrome to be lost.	Noted.
Incorporate heritage interpretation into new	Noted.
built form.	
Underpass should be removed.	Noted.
Telecommunications Tower near freeway.	Noted.
Generally supportive overall plan and concept	Noted.
to open up Litis Stadium.	
Supportive of additional walkers/cyclists	Noted.
pathways.	
Amenities to service Britannia Reserve.	This Development Plan is only relative to the
	North West portion of the Reserve, a future
	Masterplan process will be conducted by the
	City that will encompass the entire site.



# Introduction

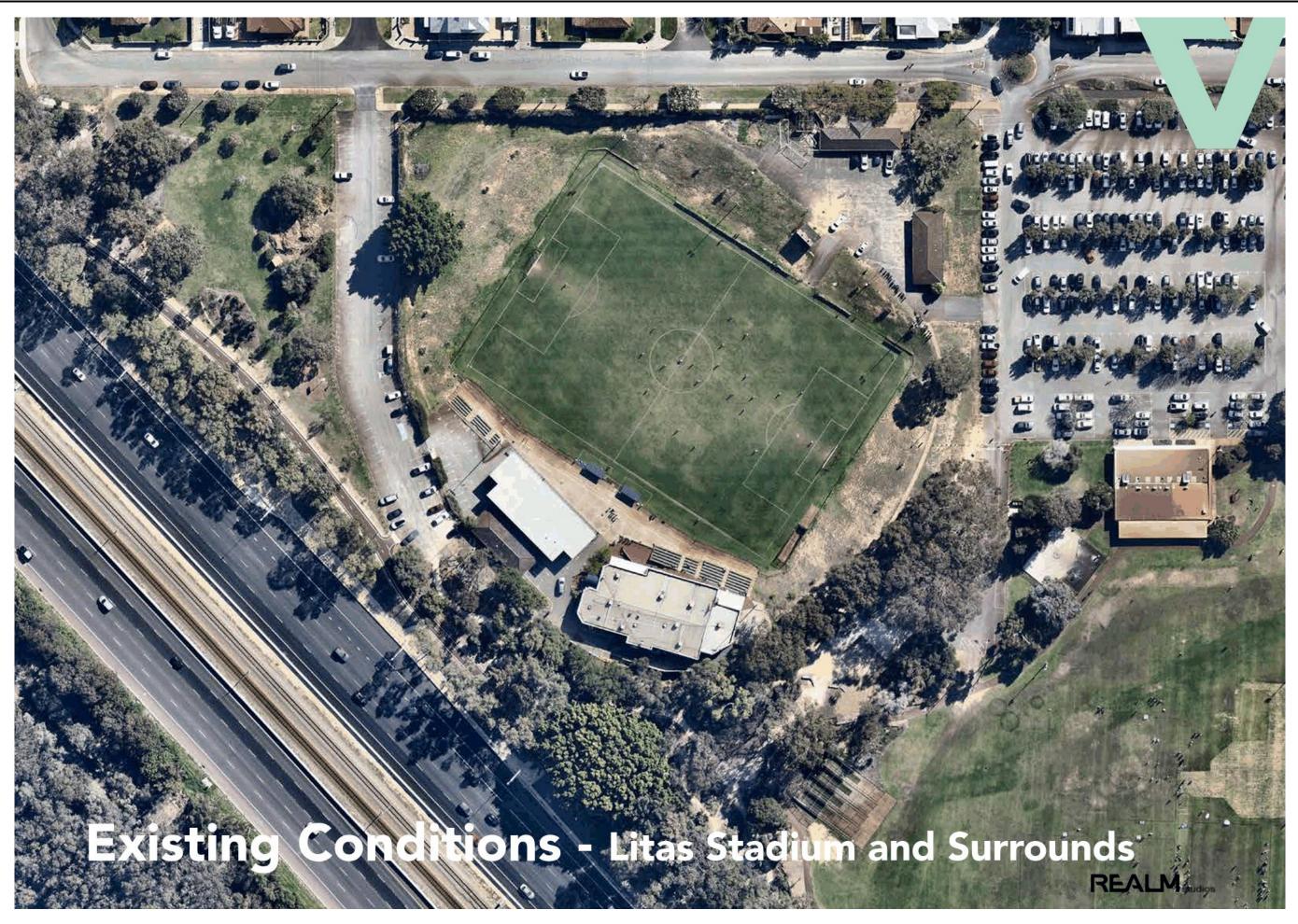
Following a number of site visits, meetings, presentations and briefings with Vincent staff and Floreat Athena Club representatives, a number of concept plan iterations were explored. A strategic direction was established with the design included in this report as preferred.

With negotiations between the City of Vincent and Floreat Athena Club now in general agreement the proposed design will soon go to community consultation.



JUNE 2021





# **Existing Conditions - Site Images**



Existing Floreat Athena grand stand and toilet block - view from north





Existing entry to Floreat Athena Club

BRITANNIA RESERVE PROPOSED LANDSCAPE MASTER PLAN & CHANGE ROOM FACILITY



Access grades non-compliant

**JUNE 2021** 



Access grades non-compliant



Northern edge condition of park



Northern edge condition of park looking east



View to Floreat Athena Club looking south west

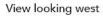
# 16 NOVEMBER 2021

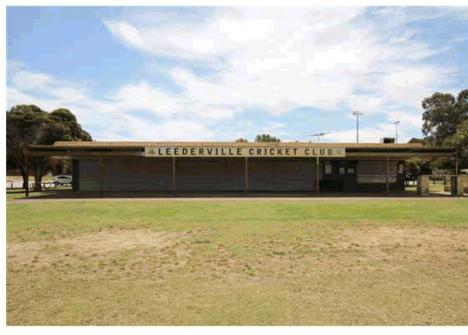




# **Existing Conditions - Site Images**







Existing Cricket Clubrooms





Existing maintenance access

BRITANNIA RESERVE PROPOSED LANDSCAPE MASTER PLAN & CHANGE ROOM FACILITY

JUNE 2021





View from existing car park towards Floreat Athena Club - Views and connection blocked



View from car park towards existing toilet block





Existing Heritage Building

Existing toilet block

## 16 NOVEMBER 2021







# **Strategic Opportunities**

The following key strategic opportunities are identified;

#### Immediate Opportunities:

- 1. Following demolition of grand stand and adjacent toilet block build new fit-for-purpose change rooms and public toilets to north of existing Floreat Athena Clubrooms. Rework open air stands if funds available.
- 2. Create a new and open forecourt to Floreat Athena Clubrooms - potential to reconfigure vehicle entry and address CPTED issues in that location.
- 3. Address unsafe and non-compliant accessibility and general amenity to the existing Floreat Athena Clubrooms and stands.
- 4. Upgrade to FAFC clubrooms to achieve compliance.

#### Future Opportunities:

- 5. Remove a portion of the former velodrome topography (bund to the SE) that creates separation and a barrier with rest of Britannia Reserve. Establish a strong visual and physical link between the two facilities / parks and carpark and establish an activity 8. node at pitch level.
- 6. At location of newly connected ground plane there 9. Potential to improve the ecological & environmental is potential to create a new node/hub based around; fitness, play, BBQ facilities or other community function.
- about it.



Existing conditions: View looking south



Proposed cut in bund with new Change & Toilet Facility: View looking east

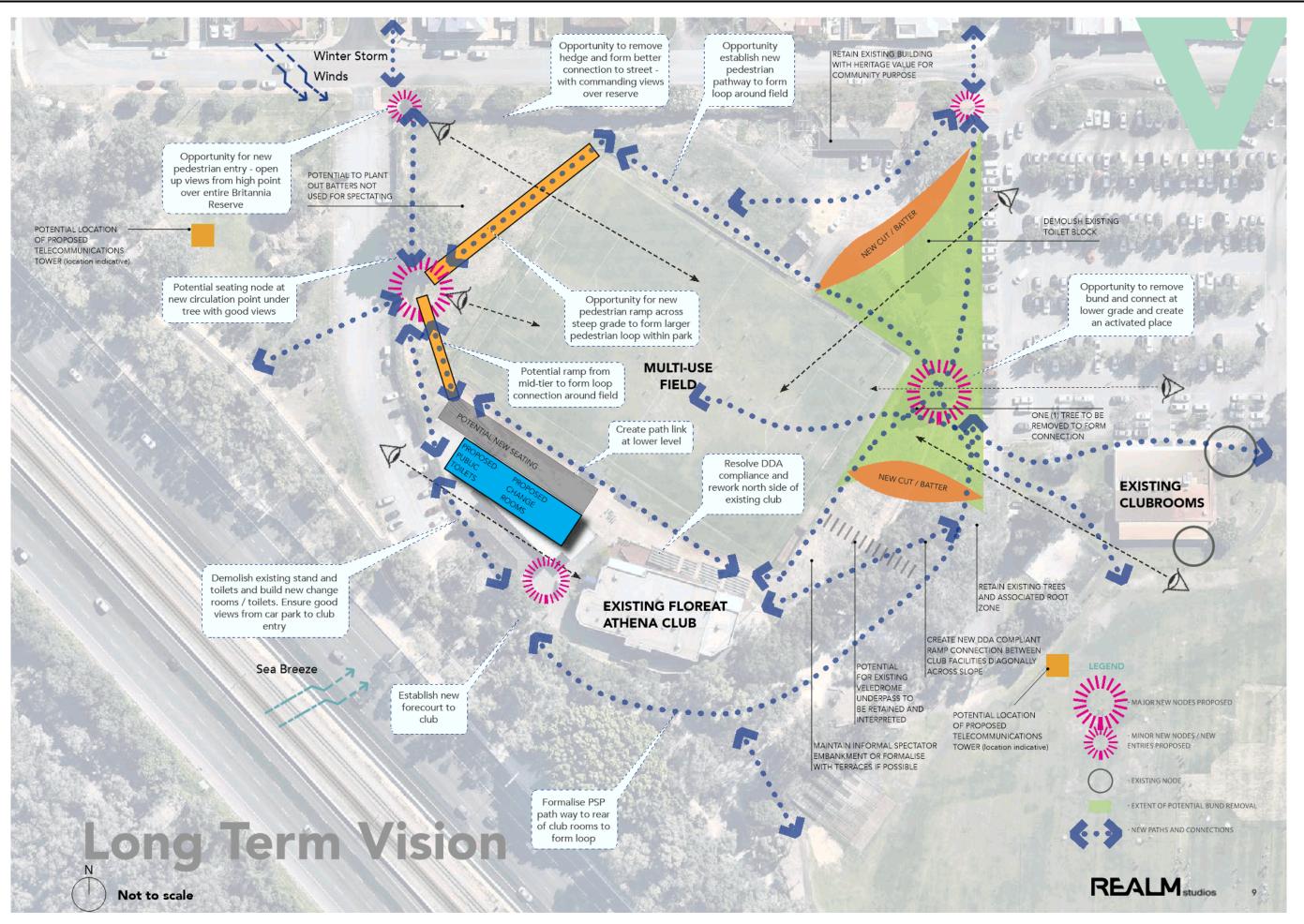
BRITANNIA RESERVE PROPOSED LANDSCAPE MASTER PLAN & CHANGE ROOM FACILITY **JUNE 2021** 

7. Create an attractive public walkway/footpath that loops around the proposed multi-use field - partly at grade of field and partly ramping up batters to the north side. Loop is already used by those who know

Similarly, create an improved pedestrian and cycling link to southern side of Floreat Athena Clubrooms.

performance of the area with native planter beds replacing turf areas and additional tree canopy to align with Vincent Greening Plan.





## 16 NOVEMBER 2021

# Sportsfield lighting

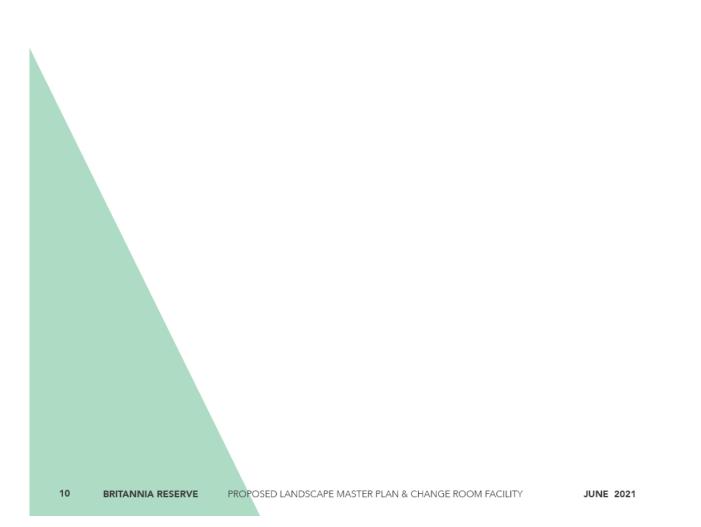
The cricket and football community are heavy users of the Reserve into the evening. Currently exiting lighting is in disrepair and floodlights are failing. Consequently lighting upgrades are proposed.

There is an opportunity for this to be partially funded through The Local Roads & Community Infrastructure Program.

#### LEGEND



LIGHT POST HEIGHTS, NUMBER AND LOCATION TBD







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#### Melbourne

Ground floor, 79-81 Coppin Street Richmond, Vic 3121 T +61 3 9070 1157 jon.shinkfield@realmstudios.com M +61 411 551 512

#### Perth

Level 2, Commonwealth Bank Building 242 Murray Street Perth, WA 6000 T: +61 8 9321 3299 damien.pericles@realmstudios.com M: +61 (0)4567 146 55



16 NOVEMBER 2021



## 16 NOVEMBER 2021

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# 9.6 FINAL ADOPTION OF LOCAL GOVERNMENT PROPERTY LOCAL LAW 2021

# Attachments:

- 1. Draft Local Government Property Local Law 2021 👃 🖺
  - 2. Draft Local Government Property Local Law 2021 Tracked Changes Showing Revisions J.
  - 3. Draft Local Government Property Local Law 2021 As Advertised 🗓 🔛
  - 4. Consultation Submission 1 🕹 🕍
  - 5. Consultation Submission 2 🖖 🛣
  - 6. Administration Response to Consultation Submission 2 🗓 🔛

## **RECOMMENDATION:**

# That Council:

- 1. NOTES that local public notice of the *City of Vincent Local Government Property Local Law* 2021 was provided for the period 30 July 2021 to 24 September 2021 and two submissions were received;
- 2. NOTES the purpose of repealing the *City of Vincent Local Government Property Local Law* 2008 and replacing it with the *Local Government Property Local Law* 2021 is to:
  - 2.1. increase the efficiency in the management of signs located on local government property;
  - 2.2. provide the City with a discretion to require a permit for the erection or display of an election sign on local government property;
  - 2.3. remove provisions regarding animals;
  - 2.4. assist with the management and regulation of security deposits and bank guarantees provided by developers constructing on private land;
  - 2.5. increase the deterrent for:
    - (a) causing damage to local government property;
    - (b) increasing the risk of public harm or harming fauna on local government property; and
    - (c) using local government property for a commercial activity without a permit;
  - 2.6. increase the deterrent for offensive and indecent behaviour on local government property;
  - 2.7. increase the efficiency in the management (beautification) of verges;
  - 2.8. deter damage or removal of trees on verges, thoroughfares or local government property;
  - 2.9. prohibit and effectively deter the use of recording devices within change rooms;
  - 2.10. amend the local law in accordance with prior advice received from the Department of Local Government, Sport and Cultural Industries;
  - 2.11. make administrative modifications so that the local law aligns with common practice and the City's current objectives and processes; and
  - 2.12. provide the City with discretion to make a determination prescribing a local government property or thoroughfare as a smoke-free area;

- 3. NOTES the effect of repealing the *City of Vincent Local Government Property Local Law 2008* and replacing it with the *Local Government Property Local Law 2021* is that:
  - 3.1. conditions relating to when a sign permit will be required are now provided;
  - 3.2. election signs placed on local government property will now require a permit;
  - 3.3. provisions relating to animals will be incorporated into the proposed City of Vincent Animals Local Law;
  - 3.4. when and how the City may use security deposits or bank guarantees to rectify damage to local government property is regulated;
  - 3.5. increased penalties will apply for:
    - (d) causing damage to local government property;
    - (e) using local government property for a commercial activity without a permit;
    - (f) taking, injuring or killing (or attempting to) any fauna on local government property; and
    - (g) placing/draining offensive fluid or lighting a fire on a thoroughfare without a permit;
  - 3.6. increased penalties will apply for:
    - (a) offensive behaviour in a toilet block or changeroom on local government property;
    - (b) being indecently clothed on local government property; and
    - (c) spitting on or within community facilities;
  - 3.7. the conditions relating to management (beautification) of verges, prescribed in the City's relevant policy, are incorporated in the local law;
  - 3.8. increased penalties will apply for damage or removal of trees on verges, thoroughfares or local government property;
  - 3.9. the use of recording devices within change rooms is prohibited and an appropriate penalty is applicable;
  - 3.10. amendments are incorporated in the local law in line with the Department of Local Government, Sport and Cultural Industries recommendations;
  - 3.11. administrative modifications are made to ensure the local law aligns with common practice and the City's current objectives and processes; and
  - 3.12. the procedure for making a smoke-free area determination is specified and a penalty for smoking in a smoke-free area is applicable; and
- 4. MAKES BY ABSOLUTE MAJORITY, the *Local Government Property Local Law 2021* at Attachment 1, in accordance with section 3.12(4) of the *Local Government Act 1995*, subject to the Chief Executive Officer:
  - 4.1. publishing the *Local Government Property Local Law 2021* in the Government Gazette in accordance with s3.12(5) of the *Local Government Act 1995* and providing a copy to the Minister for Local Government; and
  - 4.2. following Gazettal, providing local public notice in accordance with s3.12(6) of the *Local Government Act 1995*, and providing a copy of the law and Explanatory

# Memorandum signed by the Mayor and Chief Executive Officer to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

# PURPOSE OF REPORT:

To consider adopting the Local Government Property Local Law 2021 (2021 Local Law).

# BACKGROUND:

At its 2 April 2019 Meeting, Council resolved to provide public notice of the proposed *City of Vincent Local Government Property Amendment Local Law 2019* (Item 11.4). In accordance with Section 3.12(3)(b) of the *Local Government Act 1995*, a copy of the proposed *City of Vincent Local Government Property Amendment Local Law 2019* was provided to the Department of Local Government, Sports and Culture (DLGSC) for review and comment. DLGSC advised that the *City of Vincent Local Government Property Local Law 2008* should be repealed and replaced with a single, consolidated local law.

At its 28 July 2020 Meeting, Council resolved (Item 12.7) to provide public notice of its proposal to repeal the *City of Vincent Local Government Property Local Law 2008* and replace it with the *Local Government Property Local Law 2020*.

The proposed *Local Government Property Local Law 2020* was advertised between 11 August and 1 October 2020 for community consultation on the Imagine Vincent website.

At its 20 October 2020 Meeting, Council approved (Item 9.4) the adoption of the *Public Health Plan* 2020-2025 (PHP). To align with the PHP objective to achieve 'Smoke-free Town Centres by 2025', the *Local Government Property Local Law 2020* was put on hold due to requiring a number of changes.

At its 22 June 2021 Meeting, Council approved (Item 12.2) the recommencement of the process of repealing the *Local Government Property Local Law 2008* and adopting the *Local Government Property Local Law 2021*.

# DETAILS:

Local public notice of the proposed *Local Government Property Local Law 2021* was given in accordance with section 3.12(3)(a) of the *Local Government Act 1995*. Consultation on the proposed *Local Government Property Local Law 2021* included the following:

- a notice displayed on the City's website (Imagine Vincent);
- inclusion of a News Item on the City's website;
- advertisement in The Perth Voice on 31 July 2021;
- promotion on the City of Vincent's Facebook page on 1 August 2021; and
- inclusion on notice boards at the City of Vincent's Administration building and Library.

The submission period was open between 30 July 2021 and 24 September 2021. No submissions were received during the consultation period; however, two submissions were received in the days following the closure of the public notice period. Administration has included the two responses.

Submission 1, at **Attachment 4**, was submitted by representatives from Cancer Council WA and Australian Council on Smoking and Health. The feedback shows support for the proposed Local Law and the City's smoke-free town centres objective.

Submission 2, at **Attachment 5**, made a number of suggestions regarding the proposed local law. Administration's response is at **Attachment 6**. A number of minor amendments are proposed as a result of this submission. The modifications are included in the final draft Local Law 2021 as at **Attachment 1**.

A complete copy of the 2021 Local Law marked up in tracked changes showing modifications made following public consultation and advice from DLGSC is at **Attachment 2**.

Administration recommends the adoption of the 2021 Local Law at Attachment 1.

The 2021 Local Law includes a Repeal Clause (1.4) which notes that the "*Local Government Property Local Law 2008*, published in the Government Gazette on 15 April 2008, will be repealed on the day this local law comes into operation."

# Smoke-free amendments

A key objective within the PHP is to achieve 'Smoke-free Town Centres by 2025', to reduce community exposure to environmental tobacco smoke. In response to the PHP, Administration made substantive amendments to Part 1 (Preliminary) and Part 5 (Matters relating to particular local government property) of the proposed Local Law to reflect the smoke-free town centres objective of the PHP. These changes triggered the requirement to recommence the making of the local law under section 3.13 of the *Local Government Act 1995*.

A summary of the proposed amendments and additions to the 2021 Local Law which relate to smoke-free areas are as follows:

- 1. clause 1.6 includes definitions of e-cigarette, smoke/smoking and tobacco product,
- 2. new clause 5.16 defines smoke free area;
- 3. new clause 5.17 (Prohibition on smoking) provides that:
  - (a) a person must not smoke in a smoke-free area; and
  - (b) that an authorised person may direct a person contravening this clause to extinguish the tobacco product or e-cigarette;
- 4. new clause 5.18 (Determination in regard to smoke-free area) provides that the City may make a determination prescribing a local government property or thoroughfare (or part thereof) as a smoke-free area;
- 5. new clause 5.19 (Procedure for making smoke-free area determination):
  - (a) requires the City to provide local public notice of the proposed determination;
  - (b) specifies the requirements of the local public notice;
  - (c) sets out the process for making, amending or not proceeding with the determination (as the case may be); and
  - (d) provides that Council cannot delegate a decision to make, amend or not proceed with a determination;
- 6. new clause 5.20 (Considerations in making a determination) sets out the factors (such as submissions from the community and benefits versus detriments to the community) the City must consider in effecting a proposed determination;
- 7. new clause 5.21 (Signage) allows the City to erect a sign identifying an area as smoke-free;
- 8. new clause 5.22 (Application of clauses 2.5 and 2.6) states that clause 2.5 (requiring all determinations be placed on a register) and clause 2.6 (relating to the amendment or revocation of a determination) apply to determinations made under this Division; and
- 9. new penalties added to Schedule 1:
  - (a) a person must not smoke in a smoke-free area \$100; and
  - (b) failure to extinguish the tobacco product or e-cigarette upon direction of an authorised person \$200.

The changes to the Local Law enable the City to go beyond the *Tobacco Products Control Act 2006* to prescribe additional smoke-free areas within the Local Government area.

The City referred the proposed additions to the Department of Local Government, Sport and Cultural Industries (DLGSC) in March 2021, who provided advice on the procedure for making a smoke-free area. Administration has taken into account DLGSC's suggestions and provided for any decision of Council to prescribe an area as smoke-free be made in the form of a determination under the 2021 Local Law. The proposed 2021 Local Law allows Council to prescribe a smoke-free area (clause 5.18) and sets out the procedure for making a smoke-free area determination (clause 5.19).

Administration referred the proposed 2021 Local Law to DLGSC as advertised for their final comments in October 2021. They provided the following advice:

*"Part 5 Division 6 of the local law enables the local government to prescribe a thoroughfare as a smoke-free area. These clauses have several potential issues:* 

(a) A ban would apply to a person on a thoroughfare even if the smoking occurs inside a private vehicle or the person is smoking alone and posed no health risk to others.

- (b) The power could potentially be used to ban smoking in all thoroughfares, either in one resolution or gradually over several resolutions.
- (c) The use of the determination power would not be subject to Parliamentary scrutiny or disallowance, meaning the Parliament can't block a determination if they believe it is inappropriate.
- (d) While public smoking in thoroughfares can cause issues for bystanders, it is generally legal under State smoking laws unless it involves an outdoor eating area. This raises the question of what level of restrictions local governments can impose."

As well as correcting any spelling or formatting mistakes, Administration has made the following amendments to the advertised 2021 Local Law:

	1 6 Dafinitiana
a)	1.6 Definitions
<del>b)</del>	wheeled recreational device means a wheeled device built to transport a person (whether propelled
by nu	iman power, electricity, motor or gravity). including:
	c) (1) a bicycle or unicycle; d) (2) in line skates, reller stakes, a skateboard er similer devises and
	d) (2) in-line skates, roller-stakes, a skateboard or similar device; and
-	(3) a scooter being used by a person aged 12 years or older.
e)	4.2 Only specified gender to use entry of toilet block or change room (4) Subject to always 4.2(2) where a given an a tribut block or change room
f)	(1) Subject to clause 4.2(2), where a sign on a toilet block or change room specifies that a particular
tollet	block or change room is to be used by – (c) families, then, where the toilet block or change room is being used by a family, only an
	<b>g)</b> (c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family, a guardian, or a caregiver, may use that toilet block or change
<u>لم</u>	room.
h) In thi	5.16 Definitions
	s Division – smoke free area means an area prescribed by Council under this Division as an area
	e smoking is prohibited. Areas are limited to:
()	a) An Activity Centre (as defined in the State Planning Policy 4.2 – Activity Centres for Perth and
0	Peel); b) A Public Open Space that is local government property (recreation, sport and nature spaces
()	defined by the Department of Local Government, Sport and Cultural Industries Public Open Space
	Classification);
6	c) A thoroughfare adjacent to a business or facility where there is activity that caters for children
(	and/or young people; and
6	d) A thoroughfare adjacent to a business or facility where trading with an outdoor eating area as an
(	extension of food premises or licensed premises.
i)	6.1 Definitions
j)	(e) <b>minor nature development</b> means a sign that is characterised as:
]/	<ul> <li>(i) not exceeding 500mm in height nor 0.5m<sup>2</sup> in area, on any side, small in scale and</li> </ul>
	composition and which will not unduly adversely affect the local government property;
I)	6.2 Advertising signs
	o clause of this local law will be taken to grant permit the permanent display of an advertising sign on
	government property.
m)	8.1 Definitions
n)	The definition of 'developer' has been deleted:
<del>o)</del>	developer means the developer, builder or land owner or occupier proposing to undertake the
	lopment
p)	The definition of 'applicant' has been included:
q)	8.1 Definitions
r)	applicant means the person or business that received a development approval, building permit, or
	plition permit, that has been issued to undertake the development.
s)	All references to 'developer' have been changed to 'applicant'.
t)	9.2 Footpath, verge and street tree protection
u)	(1) The owner, occupier, licensee or contractor who undertakes works on a private property
,	ent to a footpath, verge or street tree, shall –
V)	(a) take all necessary precautions to ensure that the footpath, verge or street tree is not damaged
dur	ing the course of the works; and
	(b) take all necessary action to ensure that the footpath remains in a safe functional state suitable
₩)	use by the public. <del>; and</del>
for	(c) notify the local government of any existing damage to the footpath, verge or street tree prior to
for <del>x)</del>	-(c) notify the local government of any existing damage to the footpath, verge or street tree prior to -commencement of the works.
for <del>x)</del>	

(a) (a) Conden means a view that is placed a lowely a distinct of the miss they as a law with any
aa) (a) <b>Garden</b> means a verge that is planted, developed or treated, otherwise than as a lawn, with one
or more plants that:
bb) (i) <del>where possible,</del> are waterwise or native;
cc)
dd) (d) verge treatment means a:
(i) garden;
(ii) lawn; and/or
(iii) permitted landscaping feature
ee) 9.6 Maintenance of verge treatments
ff) An owner who installs or maintains a verge treatment must ensure:
(a) the verge treatment is maintained:
gg) (i) in good and tidy condition, including removing build-up of leaves and grass clippings; and
hh) (ii) to ensure clear lines of sight for pedestrians, cyclists and motorists are provided at all times;
ii) (b) if the treatment includes lawn, the lawn is regularly mowed;
jj) (b) (c) the verge treatment is setback from and provides clear access to any infrastructure such as
power poles and underground services within, under or over the verge; and
(c)-(d) any footpath running alongside the verge is kept clear of plants and landscaping features.
kk) 9.7 Permitted landscaping features
Unless otherwise approved by the local government, the following restrictions apply to landscaping
features installed in a verge:
(3) compacted gravel pathways must provide a minimum 0.5 metre setback from any street trees; and
I) (3)-(4) compacted gravel pathways, paved pathways and bin stands (for non-parking purposes)
must:
mm) (a) be finished level to be flush with the adjacent footpath, driveway, kerb and verge soil level; and
<b>nn)</b> (b) provide a minimum 0.5 metre setback from any street trees.
oo) 14.3 Infringement notices and infringement withdrawal notices
<b>pp)</b> (1) For the purpose of this local law –

These changes made to the 2021 Local Law as a result of consultation submissions and advice from DLGSC, as seen in **Attachment 2**, are minor amendments. After including these amendments, the 2021 Local Law is not significantly different to what was advertised, therefore it does not trigger the requirement to recommence the making of the local law under section 3.13 of the *Local Government Act 1995*.

The Western Australian Parliamentary Joint Standing Committee on Delegated Legislation may exercise its discretion to disallow part or all of the 2021 Local Law. Additionally, DLGSC noted:

"Local laws have successfully been made in the past to prohibit smoking in local government buildings and public beaches. However, it is uncertain whether the Delegated Legislation Committee would allow a local law which allowed bans via determination or which could be used to ban smoking from all public thoroughfares. There is also a possibility that the State Parliament may wish to disallow the local law if they believe that public smoking in thoroughfares is an issue to be reserved for State legislation."

# **Election Sign Permits**

The Local Law 2021 states that "the local government may issue a permit for the erection or display of an election sign on local government property".

Administration intends to proceed with the adoption of the draft Election Signs Policy, which establishes a clear framework conditioning how, where and for what period of time an election sign may be displayed.

The Policy would note that the Local Law allows the City to issue a permit for signs on or within City Land. However, subject to the terms of the Policy, a permit for an election sign to be displayed on City Land will not be required under the Local Law where it abides by the conditions noted in the Policy. The Policy will also include provisions in respect to election signs at polling places.

The City currently grants Portable Signage Permits which are obtained through an online application form. Administration intends to create a similar application form for election sign permits which do not meet the requirements set out in the Election Signs Policy. The application web page would be created after final adoption of the 2021 Local Law. This provides a consistent approach to permit applications for signs on local government property.

# CONSULTATION/ADVERTISING:

Following Gazettal, the City would provide local public notice that the *Local Government Property Local Law* 2021 has been published in the Government Gazette, in accordance with s3.12(6) of the *Local Government Act 1995*. The notice would include the following details: the title of the local law; the purpose and effect of the local law; the day the local law comes into operation; and advising that copies of the local law can be inspected and obtained from the City's office and website.

# LEGAL/POLICY:

Section 3.12 of the *Local Government Act 1995* sets out the procedural requirements for the making of a local law:

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2a) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to
  - (a) give local public notice stating that
    - (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
    - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
    - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
    - And
  - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the minister and, if another minister administers the act under which the local law is proposed to be made, to that other minister; and
  - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.
  - \* absolute majority required.
- (5) After making the local law, the local government is to publish it in the gazette and give a copy of it to the minister and, if another minister administers the act under which the local law is proposed to be made, to that other minister.
- (6) After the local law has been published in the gazette the local government is to give local public notice
  - (a) stating the title of the local law; and
  - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
  - (c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.
- (7) The minister may give directions to local governments requiring them to provide to the parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

# **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to adopt the Local Government Property Local Law 2021.

# 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:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.* 

# PUBLIC HEALTH IMPLICATIONS:

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

Reduced smoking

# FINANCIAL/BUDGET IMPLICATIONS:

There are nominal costs associated with making the local law, including advertising and Gazettal which can be expended from the City's operating budget.

# **City of Vincent**

Local Government Act 1995

Local Government Property Local Law 2021

Local Government Property Local Laws 2021

Clause

Part 1 -

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### LOCAL GOVERNMENT ACT 1995

#### CITY OF VINCENT

#### LOCAL GOVERNMENT PROPERTY LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Vincent resolved on (date) to make the following local law.

# Part 1 - Preliminary

#### 1.1 Citation

This local law may be cited as the City of Vincent Local Government Property Local Law 2021.

#### 1.2 Objective

- (1) The objective of this local law is to provide for the regulation, control and management of activities and facilities on local government property, thoroughfares and public places within the district.
- (2) The effect of this local law is to establish the requirements with which any person using or being on local government property, thoroughfares and public places within the district must comply.

## 1.3 Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

#### 1.4 Repeal

The following local laws adopted by the City of Vincent:

- (a) Local Government Property Local Law 2008, published in the Government Gazette on 15 April 2008;
- (b) Local Government Property Amendment Local Law 2008, published in the Government Gazette on 7 October 2008;
- (c) Local Government Property Amendment Local Law 2009, published in the Government Gazette on 27 February 2009; and
- (d) Local Government Property Local Law No.1, 2013, published in the Government Gazette on 21 May 2013,

are repealed on the day this local law comes into operation.

#### 1.5 Application

- (1) This local law applies throughout the district.
- (2) Unless otherwise provided for in this local law, the local government may -
  - (a) hire local government property to any person; or
  - (b) enter into an agreement with any person regarding the use and/or occupation of any local government property.

#### 1.6 Definitions

In this local law unless the context requires otherwise -

Act means the Local Government Act 1995;

*applicant* means a person who applies to the local government to use local government property, in accordance with this local law;

*authorised person* means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

*boat* means any ship, structure or vessel, capable of being used in navigation by water, however propelled or moved, and includes a jet ski or dinghy;

*carriageway* means the bitumen or paved portion of a thoroughfare used or intended for use by vehicles;

CEO means the Chief Executive Officer of the local government;

*change room* means the room or area designated as a change room, bathroom or toilet in a public place such as a pool premises;

commencement day means the day on which this local law comes into operation;

*community facility* means a facility being local government property operated for the benefit of the public, and includes a hall, public swimming pool, library, leisure centre, recreation centre, child care centre, child health clinic, aged persons centre and the like;

Council means the Council, from time to time, of the local government;

*decency* means wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure;

determination means a determination made under clause 2.1;

district means the district of the local government;

drone means a powered aerial vehicle that does not carry a human operator and is piloted remotely;

*e-cigarette* means a portable device that is designed to generate or release an aerosol or vapour for personal use;

face of kerb means the side of the kerb adjacent to the carriageway;

*fence* means any artificially created barrier whether temporary or permanent including post and rails, chain, metal, wire or pipe;

*firework* means a device such as a Catherine wheel, a roman candle, a rocket or the like, in which combustible materials are ignited and produce coloured smoke, flames and (sometimes) an explosion or loud noise and *fireworks display* means a show of a number of fireworks set off over a prearranged period;

fishing means to use any line, lure, rod, pot or other method for the purpose of catching marine life;

*footpath* means a path set aside for use by pedestrians and cyclists that is on or runs through a road reserve, park, reserve or thoroughfare, and includes all that part of a thoroughfare lying between the edge of the carriageway and the property boundary nearest to that edge on the same side of the thoroughfare;

function means an event or activity characterised by all or any of the following -

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;

- (c) organised by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

*indecent exposure* means the revealing to view of those parts of the body, especially the genitals, which by law and convention should be covered by clothing under the given circumstances;

*garden* means a verge or other area within a local government property that is planted, developed or treated, otherwise than as a lawn, with one or more plants;

kerb means the edge of a carriageway;

landscaping feature means any:

- (a) raised garden beds;
- (b) rocks, stones or logs;
- (c) compacted crushed gravel pathways;
- (d) paved pathways or bin stand areas;
- (e) seating or benches; and/or
- (f) decorations and lighting, installed within a garden or verge;

*lawn* means a verge or other area within a local government property which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government such as a tree;

*liquor* has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988* from time to time;

local government means the City of Vincent;

local government property means anything except a thoroughfare -

- (a) which is owned or leased by the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an "otherwise unvested facility" within the district as defined in section 3.53 of the Act;

*local public notice* has the same meaning as is given to it in section 1.7(1) of the Act from time to time;

*lot* means a defined portion of land in accordance with the meaning given to it in section 4(1) of the *Planning and Development Act 2005* from time to time;

*Manager* means the person for the time being employed by the local government to control and manage a community facility or other facility which is local government property and includes the person's assistant or deputy;

*Notice* means a written notice (in any form, including electronic) issued by the local government or an authorised person under these local laws;

*nuisance* means any activity, thing, condition, circumstance or state of affairs caused or contributed to by a person which:

(a) is injurious or dangerous to the health of another person of normal susceptibility; or

(b) which has a disturbing effect on the state of the physical, mental or social well- being of another person of normal susceptibility;

*permit* means written confirmation from the local government of an applicant's right to use local government property in accordance with this local law and may include electronic confirmation and/or a reference number;

permit holder means a person who holds a valid permit;

*person* means a natural person, body corporate (as defined in the *Corporations Act 2001* (Cth)) or other legal entity such as an incorporated association, government or government agency but does not include the local government;

*premises* means a building, stadium or structure which is located on local government property, but excludes an open public space such as a park or a playing field;

*private property* means any real property, parcel of land or lot that has a separate certificate of title, which is in private ownership or the subject of a lease or agreement with a person enabling its use for private purposes and includes any building or structure thereon;

*publication date* means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

*public place* means any thoroughfare or place which the public are allowed to use, whether the thoroughfare or place is or is not on private property and includes parklands, squares, reserves, beaches and other lands set apart for the use and enjoyment of the public, including local government property, but does not include a building or structure on private property from which trading is lawfully conducted;

Regulations means the Local Government (Functions and General) Regulations 1996;

#### **Relevant Authority**:

- (a) any government or government authority in any jurisdiction, whether federal, state, territorial or local (including the Western Australian Planning Commission);
- (b) any provider of public utility services, whether statutory or not; and
- any other person, authority, instrumentality or body having jurisdiction, rights, powers, duties or responsibilities over the affected land or any part of them;

*sign* includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

smoke and/or smoking means to:

- (a) smoke, hold or otherwise have control over an ignited tobacco product;
- (b) light a tobacco product; or
- (c) use an e-cigarette;

street tree means a tree in a thoroughfare;

*thoroughfare* has the same meaning as defined in section 1.4 of the Act, from time to time, and includes a footpath that is local government property;

tobacco product has the same meaning as defined in the Tobacco Products Control Act 2006;

*trading* means selling or hiring, or offering for sale or hire, goods or services, and includes displaying goods for the purpose of:

(a) offering them for sale or hire;

- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them;

*valid* in relation to a permit issued under this local law means current, with all relevant conditions met and for which all the associated fees have been paid in full;

#### vehicle includes -

- every conveyance and object capable of being propelled or drawn on wheels, tracks or by any means;
- (b) an animal being ridden or driven; and
- (c) a vehicle described or prescribed by the Road Traffic (Vehicles) Act 2014;

#### but excludes a -

- (a) wheel-chair or any device designed for use by physically impaired persons on a footpath;
- (b) pram, stroller or similar device;
- (c) wheeled recreational device, wheeled toy or a scooter used by a person aged under 12 years; and
- (d) train, boat or aircraft;

*verge* means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath or kerb; and

wheeled recreational device means a wheeled device built to transport a person (whether propelled by human power, electricity, motor or gravity).

#### 1.7 Interpretation

In this local law unless the context requires otherwise a reference to local government property includes a reference to any part of that local government property.

#### 1.8 Fees and Charges

All fees and charges applicable under this local law shall be determined by the local government from time to time in accordance with sections 6.16 to 6.19 of the Act and will be specified in the local government's Schedule of Fees & Charges as amended from time to time.

#### 1.9 Assistance animals

This local law is subject to any written law and law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Commonwealth) section 9(2).

## Part 2 - Determinations in respect of Local Government Property

#### **Division 1 - Determinations**

#### 2.1 Determinations as to use of local government property

The local government may make a determination in accordance with clause 2.2 -

- setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

#### 2.2 Procedure for making a determination

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that -
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the publication date;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c), the Council is to -
  - (a) consider those submissions; and
  - (b) decide
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the publication date.

- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the publication date.
- (7) A proposed determination is to have effect as a determination on and from the publication date of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

#### 2.3 Discretion to erect sign

The local government may erect a sign on any local government property to give notice of the effect of a determination which applies to that property.

#### 2.4 Determination to be complied with

A person must comply with a determination.

#### 2.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

#### 2.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination, it is to give local public notice of the revocation and the determination is to cease to have effect on the publication date.

#### Division 2 – Activities which may be pursued or prohibited under a determination

#### 2.7 Activities which may be pursued on specified local government property

- (1) A determination may provide that specified local government property is set aside as an area on which a person may
  - (a) bring, ride or drive an animal;
  - (b) take, ride or drive a vehicle, or a particular class of vehicle;
  - (c) fly or use a motorised model aeroplane, drone or other similar remotely piloted device;
  - (d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
  - (e) launch, beach or leave a boat;
  - (f) take or use a boat, or a particular class of boat;
  - deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;

- (h) play or practice
  - golf or archery;
  - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
  - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
- (i) use a wheeled recreational device; and
- (j) wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular
  - (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

#### 2.8 Activities which may be prohibited on specified local government property

- (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property:
  - (a) smoking;
  - (b) using a wheeled recreational device;
  - (c) taking, riding or driving a vehicle or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) taking or using a boat, or a particular class of boat;
  - (f) the playing or practice of:
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
  - (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property;
  - (h) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose; and
  - (i) the use of a motorised model aeroplane, drone or other similar remotely piloted device.

- (2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular
  - (a) the days and times during which the activity is prohibited;
  - (b) that an activity is prohibited on a class of local government property, specified local government property;
  - that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
  - (d) that an activity is prohibited in respect of a class of persons or all persons; and
  - (e) may distinguish between different classes of the activity.

## **Division 3** – Transitional considerations

#### 2.9 Signs taken to be determinations

- (1) Where a sign erected on local government property has been erected under a local law that is repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

# Part 3 - Permits

## **Division 1** – Application of this Part

#### 3.1 Terms used

In this Part:

- (1) *Property* means a local government property or a thoroughfare or a portion thereof; and
- (2) facility means a caravan park or camping ground in accordance with section 5(1) of the Caravan Parks and Camping Grounds Act 1995.

## 3.2 Application of this Part 3

- (1) This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government, including (but not limited to) a lease, licence, management agreement or shared use agreement.
- (2) This Part applies to any application for a permit to use a Property.

## Division 2 – Applying for a Permit

#### 3.3 Application for Permit

- A person required to obtain a permit under this local law, must apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law must
  - (a) be in the form determined by the local government;
  - (b) provide the information and any further documentation required by the form, including (but not limited to) plans, specifications and/or photographs; and
  - (c) be forwarded to the local government together with any fee specified in the form or as specified in the local government's Schedule of Fees and Charges.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may, prior to granting a permit, give local public notice of the application for a permit by an applicant to.
- (5) The local government may refuse to consider an application for a permit
  - (a) which does not comply with the requirements in subclause (2);
  - (b) which is not properly completed; or
  - (c) where any required documentation, plan, specification or photograph does not in the opinion of the CEO or an authorised person, contain sufficient information or is not sufficiently clear to enable the local government to properly consider the application.

#### 3.4 Relevant considerations in determining application for permit

Where a clause of this local law refers to matters which the local government is to have regard to in determining an application for a permit, the local government shall have regard to those matters prior to making a decision on an application for a permit under clause 3.5 and, in addition, may have regard to the following matters:

- (a) the desirability of the proposed activity;
- (b) the location of the proposed activity; and
- (c) such other matters as the local government may consider to be relevant in the circumstances of the case.

#### 3.5 Decision on application for permit

- (1) The local government may -
  - (a) approve an application for a permit unconditionally or subject to any conditions, including but not limited to those conditions in clause 3.7; or
  - (b) refuse to approve an application for a permit on any of the grounds specified in clause 3.6, or for any other reason determined at the sole discretion of the local government.
- (2) If the local government approves an application for a permit, it will provide the applicant with Notice accordingly.
- (3) If the local government refuses to approve an application for a permit, it is to give Notice of that refusal, including the reasons for the local government's refusal, to the applicant.

#### 3.6 Grounds on which an application may be refused

The local government may refuse an application for a permit under this Division on any one or more of the following grounds:

- (a) that within the preceding 5 years the applicant has committed a breach of any provision of this local law, or any other written law or condition of a lease or licence or hire arrangement between the applicant and the local government relevant to the activity in respect of which the permit is sought;
- (b) that the applicant in the opinion of the local government is not a fit and proper person to hold a permit;
- (c) that -
  - (i) the applicant is an undischarged bankrupt or is in liquidation; or
  - (ii) the applicant has entered into any composition or arrangement with creditors;
- (d) the local government deems the permit application to be for an activity which is not appropriate for the local government property or thoroughfare for which the permit is sought; or
- (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

#### Division 3 - Conditions

#### 3.7 Conditions which may be imposed on a permit

Without limiting the generality of clause 3.5(1)(a), the local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of fees, charges and bonds, as determined by the local government in accordance with sections 6.16 and 6.19 of the Act and specified in the local government's Schedule of Fees and Charges, as amended from time to time;
- (b) compliance with a standard or policy of the local government adopted by the local government;

- (c) the duration and commencement of the permit;
- (d) the commencement of the permit being contingent on the happening of an event;
- the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (f) the approval of another application for a permit which may be required by the local government under any written law;
- (g) the area of the district to which the permit applies;
- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit, bond or secure sum against such damage; and
- (i) the obtaining of public liability insurance in an amount and on terms reasonably required by the local government as set out in clause 13.4.

#### 3.8 Compliance with permit conditions

Where an application for a permit has been approved for an activity defined in clause 3.18(1) subject to conditions, the permit holder shall comply with each of those conditions.

#### 3.9 Amendment of permit conditions

- (1) A permit holder may apply in writing to the local government to vary or amend any of the terms or conditions of the permit.
- (2) The local government may, in respect of an application under subclause (1) -
  - (a) amend the permit, either in accordance with the application or otherwise as it sees fit; or
  - (b) refuse to amend the permit.
- (3) The local government may, at any time, amend any of the terms or conditions of a permit, subject to providing the permit holder with Notice of the reasons for the amendment.
- (4) If the local government amends a permit under this clause, it is to notify the permit holder in writing of the amendment as soon as practicable and the amended condition(s) shall apply from the date of notification, unless otherwise specified in the amendment.

#### Division 4 – General

## 3.10 Erection of a building

- (1) Where a person applies for a permit to erect a building on local government property, the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.
- (2) The person is required to obtain all other necessary approvals to govern the erection of a building, including but not limited to development approval, if applicable, and a permit for use of the local government property.

#### 3.11 Duration of permit

A permit is valid for one year from the date on which it is issued, unless:

- (a) it is otherwise stated in this local law or the permit; or
- (b) cancelled in accordance with clause 3.15.

#### 3.12 Renewal of permit

- (1) A permit holder may apply to the local government in writing prior to the expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part shall apply to an application for the renewal of a permit with all necessary modifications.

#### 3.13 Transfer of permit

- (1) An application for the transfer of a valid permit is to
  - (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, it will provide written confirmation to the former permit holder and the transferee.

#### 3.14 Production of permit

- (1) A permit holder is to produce evidence of a permit to an authorised person immediately upon being required to do so by that authorised person.
- (2) The evidence referred to in subclause (1) may include the written confirmation (electronic version acceptable) provided by the local government or the permit number (if applicable).

#### 3.15 Cancellation of permit

- (1) Subject to clause 12.1, a permit may be cancelled by the local government on any one or more of the following grounds:
  - (a) the permit holder has not complied with -
    - (i) condition of the permit; or
    - (ii) provision of this local law or any other written law relating to the activity regulated by the permit.
  - (b) the permit holder is convicted of an offence against this local law;
  - (c) the permit holder fails to maintain any required public liability insurance or ceases to indemnify the local government against damages in connection with loss or damage in connection with an activity conducted by the permit holder under the permit;
  - (d) the permit holder has become bankrupt or gone into liquidation;
  - (e) the permit holder has entered into any composition or arrangement with creditors;
  - (f) if the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (g) if the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents;

- (h) if the local government reasonably considers that the activity permitted by the permit may create a public health, safety or amenity issue;
- (i) if valid development approval is required and not held for the abutting premises at which the business relating to the activity authorised by the permit is conducted; or
- (j) another permit for an outdoor eating area, goods display or portable advertising sign (as the case may be) has been granted, and remains in effect, in relation to the building or business premises related to the permit.
- (2) On the cancellation of a permit, the local government will provide the permit holder with Notice that the permit has been cancelled.
- (3) On receiving Notice that the permit has been cancelled in accordance with sub-clause (2):
  - (a) the permit holder must immediately cease using the local government property or the thoroughfare unless the Notice provides otherwise; and
  - (b) any fees paid by the permit holder in respect of the permit are forfeited and will not be refunded by the local government.

#### 3.16 Suspension of permit holder's rights and privileges

- (1) The rights and privileges granted to a permit holder on the issue of a permit, shall be automatically suspended, where the public liability insurance required as a condition of a permit, lapses, is cancelled or is no longer current.
- (2) The rights and privileges granted to a permit holder on the issue of a permit, may be suspended by the local government by Notice to the permit holder for the purpose of and during the carrying out of any works by or on behalf of the State, or an agency or instrumentality of the Crown, or the local government, in or adjacent to the area the subject of the permit.
- (3) The rights and privileges granted to a permit holder on the issue of a permit may be suspended by the local government where
  - (a) the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (b) the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents; or
  - (c) the local government considers the activity permitted by the permit may create a public health, safety or amenity issue,

until the defect in the permit holder's application is rectified to the satisfaction of the local government and/or the local government considers that the activity may be conducted in a manner which does not create a public health, safety or amenity issue.

### 3.17 Other approvals

The requirement for a permit under this local law is additional to the requirement, if any, for any other approvals, including but not limited to development approval.

#### Division 5 – When a permit is required

#### 3.18 Activities on local government property or thoroughfares needing a permit

- A person shall not without a permit
  - (a) subject to subclause (3), use a Property for any purpose which amounts to exclusive use of the whole or a portion of the Property for any period of time;

- (b) advertise anything by any means on a Property, except where the person holds a permit issued under another local law of the local government authorising such advertising in that location;
- (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on a Property;
- (d) plant any plant, sow any seeds or install any other landscaping feature on local government property, unless in accordance with clause 9.5 of this local law;
- (e) carry on any trading on local government property unless the trading is conducted in accordance with a permit issued under the *City of Vincent Trading in Public Places Local Law 2008* (as amended from time to time);
- (f) unless an employee of the local government in the course of their duties or on an area set aside for that purpose –
  - (i) drive or ride or take any vehicle onto local government property; or
  - park or stop any vehicle on local government property;
- (g) conduct a function or public gathering on local government property;
- (h) charge any person for entry to local government property, unless the charge is for entry to area or a building hired or leased from the local government, and that hire or lease arrangement provides that a fee for entry may be charged;
- light a fire on a Property except in a facility provided by the local government for that purpose;
- (j) parachute, hang glide, abseil or base jump from or onto a Property;
- (k) erect a building or a refuelling site on local government property;
- (1) make any excavation on or erect or remove any fence on local government property;
- (m) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property;
- light or set off any fireworks or conduct a fireworks display on local government property;
- (p) operate any broadcasting or public address system or sound amplification equipment or apparatus on local government property;
- (q) erect, display, post, stick, stamp, stencil, paint or otherwise affix or cause to be erected, displayed, posted, stuck, stamped, stencilled or otherwise affixed any sign, banner, placard, handbill, notice, advertisement, writing or picture whatsoever upon any tree, plant, building, structure, fitting or soil being local government property or on any other local government property, except where the person holds a permit issued under another local law of the local government authorising such an activity in that location;
- (r) carry out filming, shooting or take a recording on local government property or within a thoroughfare where exclusive use of portion of the local government property or thoroughfare is required; or
- (s) construct anything or place any infrastructure on a Property, including but not limited to paving, planter boxes and outdoor seating.
- (2) A person shall not without a permit carry out works in a thoroughfare or on local government property, including but not limited to –

- verge treatments, unless the verge treatment is in accordance with clause 9.5 of this local law;
- (b) vehicle crossovers;
- (c) crossing a footpath with a vehicle which is likely to cause or causes damage to the footpath;
- (d) locating construction materials on a verge or thoroughfare; or
- (e) undertaking construction activities adjacent to a verge or thoroughfare which results in the use of the verge or thoroughfare.
- (3) A person shall not without a permit use local government property or a community facility for a profit purpose, including but not limited to:
  - (a) group fitness classes;
  - (b) life coaching or counselling;
  - (c) meetings or seminars; or
  - (d) guided walks or tours.
- (4) The local government may, at its sole discretion, exempt a person from compliance with subclauses (1), (2) or (3) on the application of that person by providing Notice to that person.
- (5) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

## 3.19 Permit required to camp outside a facility

- (1) A person shall not without a permit
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property;
  - (b) erect any tent, camp, hut, or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day; or
  - (c) camp on or occupy any vehicle at night for the purpose of sleeping in a public place.
- (2) The maximum period for which the local government may approve an application for a permit in respect of subclause (1)(a) or (1)(b) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.
- (3) This clause does not apply to a facility operated by the local government.

#### 3.20 Permit required for possession and consumption of liquor

A person on local government property, shall not consume any liquor or have in their possession or under their control any liquor, unless –

- (a) permitted under the *Liquor Control Act 1988*;
- (b) a permit has been obtained for that purpose; or
- (c) consumption does not, in the reasonable opinion of the local government, result in any anti-social or unsafe behaviour or cause risk to members of the public accessing the local government property.

## **Division 6 – Responsibilities of permit holder**

#### 3.21 Responsibilities of permit holder

A holder of a permit shall, in respect of local government property to which the permit relates -

- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) ensure that the local government property is fully locked or secured after its use where it can be so locked or secured;
- (d) report any damage or defacement of the local government property to the local government; and
- (e) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

# Part 4 - Behaviour on Local Government Property

#### Division 1 – Behaviour on and interference with local government property

#### 4.1 Personal behaviour

A person shall not, in or on any local government property, behave in a manner which -

- (a) causes or is likely to cause injury to, or to interrupt, disturb or interfere with the enjoyment of, a person who might use the property; or
- (b) may be considered disorderly or offensive by a person on the local government property.

#### 4.2 Only specified gender to use entry of toilet block or change room

- Subject to clause 4.2(2), where a sign on a toilet block or change room specifies that a particular toilet block or change room is to be used by –
  - (a) females, then a person of the male gender over the age of 6 years shall not use that toilet block or change room;
  - (b) males, then a person of the female gender over the age of 6 years shall not use the toilet block or change room; or
  - (c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family, a guardian, or a caregiver, may use that toilet block or change room.
- (2) Subclause (1) does not apply to a toilet block or change room where a sign designates that particular toilet block or change room as unisex.
- (3) A person over the age of 6 years shall not, on any local government property or public place
  - (a) loiter outside or act in an offensive manner, in any portion of a toilet block or change room, or
  - (b) enter, or attempt to enter, a cubicle or compartment of a toilet block or change room which is already occupied or in use.
- (4) Subclause (3)(b) does not apply to a parent, guardian or caregiver accompanying a child under the age of 6 years.

### 4.3 Proper and adequate clothing

- (1) A person over the age of 6 years shall not on any local government property or public place appear in public unless decently clothed.
- (2) Where an authorised person considers that a person on any local government property or public place appearing in public is not decently clothed, the authorised person may direct that person to put on clothing so as to be decently clothed and that person shall comply with the direction immediately.
- (3) In this clause, *decently clothed* means the wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure.

#### 4.4 Behaviour detrimental to property

(1) In this clause 4.4, detrimental to the property includes -

- removing any thing from local government property such as a sign, rock, plant or seat provided for the use of any person;
- (b) destroying, defacing or damaging any thing on the local government property, such as a sign, plant, tree or a seat provided for the use of any person; and
- (c) climbing on or over local government property.
- (2) A person shall not behave in or any local government property in a way which is or might be detrimental to the property.

#### 4.5 Taking or injuring any fauna or flora

- In this clause
  - (a) *fauna* means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal
    - (i) any class of animal or individual member;
    - (ii) the eggs or larvae; or
    - (iii) the carcass, skin, plumage or fur; and
  - (b) *flora* means all vascular plants other than plants recognised as weeds.
- (2) A person shall not, on or above any local government property, unless that person is authorised under a written law to do so -
  - (a) take, injure, kill or attempt to take, injure or kill any fauna; or
  - (b) take on to, set or use, or attempt to take on to, set or use any animal trap, bird trap, fish trap, net or similar device; or
  - (c) remove, prune or damage any flora.

#### 4.6 Intoxicated persons not to enter local government property

A person shall not enter or remain on any local government property while under the influence of liquor (unless pursuant to a permit issued under clause 3.20) or a prohibited drug or substance.

#### 4.7 No prohibited drugs or substances

A person shall not take a prohibited drug or substance, consume or use a prohibited drug or substance, on any local government property.

#### Division 2 – Signs

#### 4.8 Signs

- (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is -
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

## Part 5 - Matters relating to particular local government property

### Division 1 – Community facilities

#### 5.1 Definitions

In this Division -

- (a) administration centre means the local government's administration centre which is currently located on Crown Land Lot 502, being Reserve 50345 and having an address of 244 Vincent Street, Leederville; and
- (b) pool premises means the place or premises provided by the local government for the purpose of swimming or bathing, and includes Beatty Park Leisure Centre which is located on portion of Crown Land Lot 1618, being Reserve 884 and having an address of 220 Vincent Street, North Perth, and includes all buildings, fences, gardens, car parks, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of the place or premises or used in connection with it.

#### 5.2 Direction of Manager or authorised person to be observed

- (1) The Manager or an authorised person may refuse admission to, may direct to leave, or may remove or cause to be removed from the administration centre or a community facility, a person who -
  - (a) in her or his opinion is -
    - under the age of 12 years and who is unaccompanied in the water by a responsible person 16 years or older;
    - (ii) suffering from any contagious, infectious or cutaneous disease or complaint;
    - (iii) in an unclean condition; or
    - (iv) under the influence of liquor or a prohibited mind altering drug or substance;
  - (b) is to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.
- (2) Subject to subclause (1), a person shall, on being requested by the Manager or an authorised person to do so, leave the administration centre or community facility immediately, quietly and peaceably.
- (3) A person who fails to comply with a request under subclause (2) may be removed from the administration centre or community facility by the Manager, an authorised person or a Police Officer.

## 5.3 Responsibilities of users of a community facility

A person while in the administration centre or a community facility, shall not -

- (a) consume foodstuffs or drinks in any specific area in which food or beverage consumption is prohibited;
- (b) climb up or upon any roof, fence, wall, partition or other structure not intended for climbing;
- (c) enter the premises if suffering from a contagious, infectious or cutaneous disease or whilst in an unclean condition;
- (d) use soap or shampoo in any part of the premises other than in a change-room;

- (e) use any detergent, substance or oil in any pool or spa;
- (f) foul or pollute the water in any shower, pool or spa;
- (g) bring into any part of the pool premises or place thereon any chemical substance, liquid or powder;
- (h) bring into any part of the pool premises any glass containers;
- (i) deliberately waste or wastefully use fresh or potable water in a community facility;
- (j) spit or expectorate in any part of a community facility, other than in a water closet;
- (k) enter a pool or spa on the pool premises in a dirty or unclean condition; and
- use a mobile phone, camera or other similar recording device in a change room at a community facility.

## Division 2 – Fishing and boat launching

#### 5.4 Definition

In this Division, *river* means the Swan River as referred to in the Swan and Canning Rivers Management Act 2006.

#### 5.5 Boat launching

- (1) A person shall not launch a boat into the river other than at a boat launching ramp designed, constructed and approved for that purpose, or from the river where this activity is permitted and designated by signs.
- (2) A person shall not launch a personal water craft into the river other than at a boat launching ramp designed, constructed and approved for that purpose.

#### 5.6 Fishing

- A person shall not fish on or from any local government property where fishing is prohibited or restricted and the prohibition or restriction is designated by signs.
- (2) A person shall not on any local government property whether fishing is permitted or not
  - (a) clean fish or cut bait such that it may cause a nuisance to river users; or
  - (b) leave or deposit fish offal or bait on land or in the river.

#### Division 3 – Fenced or closed property

#### 5.7 No entry to fenced or closed local government property

A person shall not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

## Division 4 – Air conditioning units over thoroughfares

#### 5.8 Definition

In this Division, *air conditioning unit* means any machine, device, equipment, plant or part thereof which constitutes or is part of any mechanical system of ventilation or air conditioning.

#### 5.9 Siting and design of air conditioning units

- (1) A person shall not install an air conditioning unit on or over a thoroughfare without the approval of the local government, which may be granted or withheld by the local government at its absolute discretion.
- (2) If the local government provides approval in accordance with subclause (1), the air conditioning unit shall not:
  - (a) project over any part of a thoroughfare unless provision is made, to the satisfaction of the CEO or an authorised person, for the collection of water discharged from such unit and for its disposal into the stormwater drainage system provided that where such unit is installed above a verandah, balcony or awning no such provision shall be necessary;
  - (b) project over any part of a thoroughfare unless the bottom of such unit is not less than 2,750 millimetres above such thoroughfare;
  - (c) project more than 300 millimetres over any part of a thoroughfare not more than 10 metres in width;
  - (d) project more than 450 millimetres over any part of a thoroughfare more than 10 metres in width.
- (3) No air conditioning unit which exhausts foul or vitiated air over or into a thoroughfare shall be installed under a verandah, balcony or awning which projects over any part of a thoroughfare.

## Division 5 – Awnings, balconies and verandahs over thoroughfares

#### 5.10 Definitions

In this Division -

- (a) awning means a roof-like covering to shelter persons or protect parts of a building from the effects of sun or rain, which extends or can be made to extend over any part of a thoroughfare;
- (b) balcony means an open or covered platform attached to an upper part of a building, projecting from or recessed into the face of a wall and protected by a railing or balustrade and accessible from an adjacent room;
- (c) permanent structure means a structure which is affixed to the ground and is considered to form part of the ground, including verandah posts and canopy structures;
- (d) road means Crown land dedicated at common law or reserved, declared or otherwise dedicated under an act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both and which the local government has care, control and management of, pursuant to section 55(2) of the Land Administration Act 1997;
- (e) road reserve means that area of a road which is reserved but not used as a carriageway and includes the verge, kerb and footpath; and
- (f) *verandah* means a roofed structure attached to a building with the outer edge supported on posts and covered either by the main roof or a separate, lower roof, of which any part extends over any part of a thoroughfare.

#### 5.11 Approval to erect or maintain an awning, balcony or verandah

The local government may approve an awning, balcony or verandah over a thoroughfare provided it complies with the dimensions and design requirements as set out in clauses 5.12 and 5.13.

#### 5.12 Dimensions of awnings, balconies and verandahs

An awning, balcony or verandah erected over a thoroughfare must have:

- (a) a minimum clearance of 2,750 millimetres above the thoroughfare;
- (b) a maximum fascia depth of 300 millimetres; and
- (c) a minimum distance if 600 millimetres from the face of kerb.

#### 5.13 Design of awnings, balconies and verandahs

The following design requirements apply for an awning, balcony or verandah erected over a thoroughfare are:

- (a) the design, colour and materials shall be compatible with the aesthetics and character of the thoroughfare, in the opinion of the local government;
- (b) the height and width shall be uniform with other verandahs and awnings over the thoroughfare;
- (c) the form shall be cantilevered or suspended, unless otherwise approved by the local government; and
- (d) the design shall not allow water to be retained on the structure or allow water to fall onto the thoroughfare.

#### 5.14 Maintenance and public safety

The owner and occupier for the time being of any building to which any awning, balcony or verandah is attached shall keep the awning, balcony or verandah clean, painted, watertight, in a sound and safe structural condition and in good and substantial repair.

#### 5.15 Permanent structures within a thoroughfare or road reserve

Subject to obtaining any other approvals required, including development approval and any approvals required by a Relevant Authority, a person shall not erect or maintain a permanent structure within a road reserve or thoroughfare without the prior written approval of the local government.

#### Division 6 – Smoke free areas

#### 5.16 Definitions

In this Division – *smoke free area* means an area prescribed by Council under this Division as an area where smoking is prohibited. Areas are limited to:

- (a) An Activity Centre (as defined in the State Planning Policy 4.2 Activity Centres for Perth and Peel);
- (b) A Public Open Space that is local government property (recreation, sport and nature spaces defined by the Department of Local Government, Sport and Cultural Industries Public Open Space Classification);
- (c) A thoroughfare adjacent to a business or facility where there is activity that caters for children and/or young people; and
- (d) A thoroughfare adjacent to a business or facility where trading with an outdoor eating area as an extension of food premises or licensed premises.

#### 5.17 Prohibition on smoking

- A person must not smoke in a smoke free area.
- (2) Where an authorised person believes on reasonable grounds that a person is contravening or has contravened subclause (1), the authorised person may direct the person to extinguish the tobacco product or e-cigarette.

#### 5.18 Determination in regard to smoke free area

The local government may make a determination in accordance with clause 5.19 prescribing a local government property or thoroughfare, or any part thereof, as a smoke free area.

#### 5.19 Procedure for making smoke free area determination

- (1) The local government is to give local public notice of its intention to make a determination in accordance with clause 5.18.
- (2) The local public notice referred to in subclause (1) is to state that -
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to
  - (a) consider those submissions in accordance with clause 5.20; and
  - (b) decide -
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).

(8) A decision under subclause (3) or (4) is not to be delegated by the Council.

# 5.20 Considerations in making a determination

In effecting a proposed determination in accordance with subclause 5.19(3), (5) or (6), the local government must have regard to the following factors –

- (a) the size of the proposed smoke free area;
- (b) the submissions from the community, including the opinions of the owners and occupiers of the land immediately adjoining the proposed smoke free area;
- the proximity of the proposed smoke free area to a public place, part or all of which is not in a smoke free area;
- (d) the extent and outcome of public consultation on the proposed smoke free area (in accordance with clause 5.19);
- (e) any benefits to the community which would be achieved by the Council prescribing the proposed smoke free area; and
- (f) any detriments to the community which would be caused by the Council prescribing the proposed smoke free area.

# 5.21 Signage

The local government may erect or caused to be erected a sign identifying an area as smoke free.

## 5.22 Application of clauses 2.5 and 2.6

Clause 2.5 (Register of determinations) and clause 2.6 (Amendment or revocation of a determination) apply to any determination of the local government made under this Division.

# Part 6 - Signs

#### Division 1 – Preliminary

#### 6.1 Definitions

In this Part, unless the context otherwise requires -

- (a) advertising sign means a sign, which may or may not be permanently attached to a structure or fixed on or to the ground, that is –
  - used or intended to be used for the purpose of advertising any premises, services, property, business, function, event, product or thing; and
  - (ii) not a portable advertising sign under the City of Vincent Trading in Public Places Local Law 2008;
- (b) direction sign means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;
- (c) *election sign* means a sign which advertises any aspect of a forthcoming Federal, State or Local Government election;
- (d) *frame sign* means a folding sign which is hinged at the top to provide a stable structure when open;
- (e) *minor nature development* means a sign that is characterised as:
  - not exceeding 500mm in height nor 0.5m<sup>2</sup> in area, on any side, and which will not unduly adversely affect the local government property;
  - of a temporary nature occurring on one-off occasions (although may occur on a number of days) but not of any permanent nature or reoccurrence; and
  - uses which will not adversely affect the amenity, streetscape or day-today activities of the local government property or any other use which, in the opinion of the local government, constitutes a minor use;
- (f) *permit holder* means the person to whom a sign permit has been issued;
- (g) portable direction sign means a portable free standing direction sign;
- (h) sign includes a notice, poster, flag, mark, word, letter, model, placard, structure, device or representation and includes advertising signs, portable direction signs and election signs; and
- (i) sign permit means a permit to display a sign.

#### Division 2 – Advertising signs and portable direction signs

#### 6.2 Advertising signs

- (1) Subject to subclause (2), a person shall not display an advertising sign on local government property unless that person is the holder of a valid sign permit.
- (2) Notwithstanding subclause (1), a sign permit is not required to display an advertising sign on local government property if the advertising sign is:
  - (a) a minor nature development;
  - (b) does not exceed 500mm in height nor  $0.5m^2$  in area, on any side; and

(c) is not illuminated and does not incorporate reflective or fluorescent materials;

provided that:

- (d) no more than one (1) advertising sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) advertising sign per building or business must obtain a sign permit for each additional advertising sign.
- (3) The local government may grant approval for the erection or display of an advertising sign for the duration of the period specified in the sign permit.
- (4) No clause of this local law will be taken to grant the permanent display of an advertising sign on local government property.

#### 6.3 Portable direction signs

- (1) Subject to subclause (2), a person shall not, without a sign permit erect or place portable direction sign on local government property.
- (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which is:
  - (a) a minor nature development;
  - (b) does not exceed 750mm in height nor 0.5sqm in area, on any side; and
  - (c) placed or erected on a thoroughfare or local government property on an infrequent or occasional basis and only to direct attention to a place, activity or event during the hours of that activity or event;

provided that:

- (d) no more than one (1) portable direction sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) portable direction sign per building or business must obtain a sign permit for each additional portable direction sign.

#### 6.4 Location, maintenance and design of an advertising sign or portable direction sign

- (1) Notwithstanding any provision of this local law, a person shall not erect or place an advertising sign or portable direction sign
  - (a) over any footpath where the resulting vertical clearance between the sign and footpath is less than 2,700 millimetres;
  - (b) on or within 600 millimetres from the face of kerb;
  - (c) in any other location where, in the opinion of the local government or an authorised person, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
  - (d) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.
- (2) A person erecting or placing an advertising sign or portable direction sign on local government property must:
  - maintain the sign in a safe and serviceable condition at all times and remove the sign upon it ceasing to be serviceable;

- (b) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (c) ensure the free passage at all times of persons using the local government property; and
- (d) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading.

## Division 3 – Applications and Conditions on sign permits

#### 6.5 Matters to be considered in determining application for a sign permit

In determining an application for a permit for an advertising sign or a portable direction sign, the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other signs already approved or erected in the vicinity of the proposed location of the signs;
- (d) whether or not the signs will create a hazard to persons using a thoroughfare;
- the amount of the public liability insurance cover, if any, to be obtained by the applicant;
- (f) whether the sign would -
  - (i) obstruct the visibility or clear sight lines of any person at an intersection of thoroughfares; or
  - (ii) impede pedestrian access; and
- (g) whether the sign may obstruct or impede the use of the footpath for the purpose for which it is used.

#### 6.6 Conditions on sign permits

- (1) If the local government approves an application for a sign permit for an advertising sign or portable direction sign, the application is to be taken to be approved subject to the following conditions
  - (a) the sign shall
    - not exceed 1,000 millimetres in height;
    - (ii) not exceed an area of 0.8 square metres on any side;
    - (iii) if a portable direction sign, relate only to directions to the place described on the permit;
    - (iv) not be placed closer than 600 millimetres to the face of kerb or further than 1200 millimetres from the kerb so as to ensure the free passage of persons using the footpath;
    - (v) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading;

- (vi) be secured in position in accordance with any requirements of the local government;
- (vii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person or the sight line of any vehicle drivers; and
- (viii) be maintained in good condition; and
- (b) no more than one advertising sign or portable direction sign shall be erected in relation to the one building or business, unless otherwise approved by the local government.
- (2) The permit holder of a permit for an advertising sign or portable direction sign shall comply with each of the conditions in subclause (1) in addition to any other conditions imposed on the sign permit by the local government.

#### 6.7 Obligations of permit holder

The permit holder shall –

- (a) maintain the sign in a safe and serviceable condition at all times;
- (b) display the permit number provided by the local government in a conspicuous place on the sign and whenever requested by an authorised person to do so, produce the sign permit to that person;
- (c) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (d) where a sign is to be displayed on a footpath, display that sign in the location approved by the local government and as specified in the permit; and
- (e) ensure the free passage at all times of persons using the local government property.

#### 6.8 Election signs

The local government may issue a permit for the erection or display of an election sign on local government property.

## *Division* 4 – *sign requirements*

#### 6.9 Safety of persons

A person shall not cause or permit a sign to be erected or displayed in such condition, which in the opinion of an authorised person, causes or is likely to cause injury or danger to any person or damage to the clothing or possessions of any person.

#### 6.10 Removal of sign for works

When directed to do so by an authorised person, a person who has displayed a sign on local government property will ensure that the sign is removed to permit the local government property to be swept or to permit any other authorised work to be carried out.

#### 6.11 Removal of sign which does not comply

A person shall remove any sign which does not comply with the requirements of this local law, from any local government property when directed to do so by an authorised person.

# 6.12 Unlawful placement of signs

A person who places, causes or permits to be placed on any local government property any sign which does not comply with the requirements of this local law, commits an offence.

# Part 7 - Obstructing Shopping Trolleys

# **Division 1** – Shopping trolleys

#### 7.1 Definitions

In this Part, unless the context otherwise requires -

- (a) *retailer* means a proprietor of a shop which provides shopping trolleys for the use of customers of the shop; and
- (b) *shopping trolley* means a container or receptacle on wheels provided by a retailer for the transport of goods.

#### 7.2 Name of owner of shopping trolley

A retailer shall clearly mark its name or trading name on any shopping trolley made available for the use of customers and which may be left on a public place by the customer.

# 7.3 Shopping trolleys in public places

- A person shall not leave a shopping trolley in a public place or on local government property, other than in an area set aside for the storage of shopping trolleys.
- (2) A shopping trolley left in a public place or on local government property is not obstructing unless it is left for a period exceeding three (3) hours.

# Part 8 - Bank Guarantee or Security Deposit

#### 8.1 Definitions

In this Part, unless the context otherwise requires -

- (a) applicant means the person or business that received a development approval, building permit, or demolition permit, that has been issued to undertake the development.
- (b) approval means approval of a development application granted by the local government to an applicant in accordance with the Planning Act;
- (c) bank guarantee means an unconditional, irrevocable bank guarantee provided by an Australian trading bank carrying on business in Western Australia, in favour of the local government;
- (d) building permit means a building permit granted (subject to conditions or otherwise) by the local government to an applicant, in accordance with the Building Act 2011 as amended from time to time, to build a development;
- (e) development has the same meaning as defined in section 4 of the Planning Act, as amended from time to time, but includes proposals to subdivide or amalgamate land;
- (f) development application has the same meaning as defined in section 4 of the Planning Act, from time to time;
- (g) land means privately owned land the subject of a development application; and
- (h) Planning Act means the Planning and Development Act 2005, as amended from time to time.

#### 8.2 Security for restoration and reinstatement

- (1) Where an applicant proposes to undertake a development, the local government may require the applicant to pay a security deposit or provide a bank guarantee of a kind and to a value determined by the local government as a condition of an approval or a building permit and payable before the issue of the approval or building permit, for the purpose of ensuring that –
  - hired local government property, including fixtures and fittings can be cleaned, replaced or repaired;
  - (b) a footpath or local government property damaged, removed or destroyed during the development on adjacent land, can be repaired or reinstated; and/or
  - (c) conditions of an approval or building permit insofar as they relate to local government property or a thoroughfare, are complied with.
- (2) A security deposit required under subclause (1) is to be held in an account established by the local government for the purpose of this clause prior to any work on the development commencing, unless otherwise agreed by the local government.

#### 8.3 Restoration or reinstatement of local government property

- (1) If an applicant fails to carry out or complete reinstatement works on affected local government property as required by the building permit or approval conditions, or by a Notice served by the local government, either –
  - (a) within the time specified in that clause, those conditions or the Notice (as the case may be);

- (b) where no such time has been specified, a reasonable time from the expiration of the building permit or approval to complete the restoration or reinstatement works; or
- (c) within 14 days or such time as specified in the Notice,

then, the local government may carry out or cause to be carried out, the required restoration and reinstatement works or as much work as remains undone (**restoration works**). All costs incurred by the local government relating to the restoration works are a debt owing by the applicant to the local government.

- (2) Where a bank guarantee or security deposit has been provided by the applicant and the costs of the restoration works exceed the bank guarantee or security deposit amount, the balance of the costs will be a debt owing by the applicant to the local government.
- (3) The applicant shall pay to the local government on demand all administrative, legal, contractor and other costs including, but not limited to loss of income, estimated or incurred by the local government to restore and reinstate the site or which the local government may be required to pay under this clause.
- (4) The local government may apply the proceeds of any bank guarantee or security deposit obtained under clause 8.2 to meet any costs incurred by it under this clause.
- (5) The liability of the applicant to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 8.2.

#### 8.4 Obligation to provide bank guarantee or security deposit

When required under this local law, an applicant must provide the local government with a bank guarantee or pay a security deposit in the amount determined by the local government.

# Part 9 - Works on or affecting a thoroughfare

#### Division 1 – Works affecting a thoroughfare

## 9.1 No damage to thoroughfare

A person shall not damage, without lawful authority, a thoroughfare or anything belonging to or under the care, control or management of the local government that is on a thoroughfare, including but not limited to a footpath, verge or street tree.

#### 9.2 Footpath, verge and street tree protection

- (1) The owner, occupier, licensee or contractor who undertakes works on a private property adjacent to a footpath, verge or street tree, shall
  - (a) take all necessary precautions to ensure that the footpath, verge or street tree is not damaged during the course of the works; and
  - (b) take all necessary action to ensure that the footpath remains in a safe functional state suitable for use by the public.
- (2) A person who carries out any building or other operations or works on private property necessitating the crossing of a footpath with vehicles that may cause damage to the footpath, verge or a street tree, shall ensure that
  - (a) all reasonable precautions are taken to prevent damage to the footpath, verge or street tree during the course of the works; and
  - (b) heavy vehicles that access the private property, are to cross the footpath at the designated area for the proposed vehicle crossing for that private property.
- (3) If a person fails to comply with subclause (1) or (2) and a footpath, verge or street tree is thereby damaged, the local government may by Notice to that person require that person within the time stated in the Notice to pay the costs of reinstating or repairing the footpath, verge or street tree.
- (4) On a failure to comply with a Notice issued under subclause (3), the local government may recover the costs referred to in the Notice as a debt due to it in a court of competent jurisdiction.

#### 9.3 Liability for damage to thoroughfare

- (1) Where a person unlawfully damages a thoroughfare or any thing belonging to or under the care, control or management of the local government that is on a thoroughfare, the local government may by Notice to that person require that person within the time stated in the Notice to, at the option of the local government, pay the costs of -
  - (a) reinstating the thorough fare or thing to the state it was in prior to the occurrence of the damage; or
  - (b) replacing that thing.
- (2) On a failure to comply with a Notice issued under subclause (1), the local government may recover the costs referred to in the Notice as a debt due to in a court of competent jurisdiction.

# Division 2 – Verge treatments

#### 9.4 Definitions

In this Part, unless the context otherwise requires -

- (a) *garden* means a verge that is planted, developed or treated, otherwise than as a lawn, with one or more plants that:
  - (i) are waterwise or native;
  - (ii) are not prickly and do not have spines;
  - (iii) are not known to be poisonous or cause allergic reactions;
- (b) *lawn* means a verge which is planted only with grass, or with a similar plant but does not include synthetic turf or lawn;
- (c) owner means an owner or occupier of land adjacent to a verge; and
- (d) verge treatment means a:
  - (i) garden;
  - (ii) lawn; and/or
  - (iii) permitted landscaping feature,

installed in a verge and includes reticulation pipes and sprinklers but excludes paving or other treatments for the purpose of parking vehicles.

#### 9.5 Verge treatment

An owner may install a verge treatment on a verge, in accordance with the requirements of this Part 9 Division 2.

#### 9.6 Maintenance of verge treatments

An owner who installs or maintains a verge treatment must ensure:

- (a) the verge treatment is maintained:
  - (i) in good and tidy condition, including removing build-up of leaves and grass clippings; and
  - to ensure clear lines of sight for pedestrians, cyclists and motorists are provided at all times;
- (b) the verge treatment is setback from and provides clear access to any infrastructure such as power poles and underground services within, under or over the verge; and
- (c) any footpath running alongside the verge is kept clear of plants and landscaping features.

# 9.7 Permitted landscaping features

Unless otherwise approved by the local government, the following restrictions apply to landscaping features installed in a verge:

- raised garden beds, seating or benches, decorations and lighting must:
  - (a) be constructed of durable material, securely installed with no sharp edges, corners or fixtures;

- (b) be built to a height not exceeding 0.5 metres;
- (c) provide a minimum 0.5 metre setback from any street tree;
- (d) provide a minimum 0.5 metre setback from the face of the kerb;
- (e) maintain clear access for parked cars at all times; and
- (f) only solar lighting is permitted within a verge;
- (2) rocks, stones or logs must:
  - (a) maintain clear access for parked vehicles at all times; and
  - (b) be of a size and installed securely so as to not be easily moved; and
  - compacted gravel pathways, paved pathways and bin stands (for non-parking purposes) must:
    - be finished level to be flush with the adjacent footpath, driveway, kerb and verge soil level; and
    - (b) provide a minimum 0.5 metre setback from any street trees.

#### 9.8 Damage to local government property

Any damage to the footpath, kerb, thoroughfare or carriageway caused by a person installing a verge treatment must be repaired or made good, to the satisfaction of the local government, by that person at his or her cost.

#### 9.9 Removal of verge treatments

The local government may remove any verge treatment at any time if it considers the verge treatment is contrary to these local laws or poses a hazard to or interference with persons or property.

#### 9.10 Enforcement

(3)

The local government may give a Notice to an owner who has installed or maintained a verge treatment in front of their land, requiring that owner, within the time specified in the Notice, to make good any breach of this Division, or to remove all or any part of a verge treatment that does not comply with this Division.

## Division 3 – Public works

#### 9.11 Public works on verges

- (1) For the purpose of carrying out any works the local government or any authority empowered by law to dig up a thoroughfare or carry out any other works on a thoroughfare, may without notice and without being liable to compensate any person, dig up all or part of a thoroughfare and disturb any verge treatment placed there by an owner or occupier of adjacent land.
- (2) Where the local government digs up or carries out any works in a verge which has a verge treatment which complies with Division 2, then the local government shall use its best endeavours to –
  - (a) replace and restore any reticulation pipes and sprinklers; and
  - (b) back fill with sand any garden or lawn, but otherwise shall not be liable to replace or restore any verge treatment and in particular any plant, or other vegetation or any

surface or in any event, shall not be liable to any person for any damage or disturbance caused.

#### 9.12 Contribution towards construction of standard vehicle crossings

For the purpose of determining the local government's contribution towards the construction of a standard vehicle crossing as stipulated in regulation 15 of *the Local Government (Uniform Local Provisions) Regulations 1996*, a *standard crossing* is a standard vehicle crossing for a residential area.

#### 9.13 Temporary vehicle crossings

- (1) Where it is likely that works on a lot will involve vehicles leaving on a thoroughfare and entering the lot, the person responsible for the works shall obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where -
  - (a) a crossing does not exist; or
  - (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.
- (2) The person responsible for the works in subclause (1) is to be taken to be -
  - (a) the builder named on the building licence issued under the Local Government (Miscellaneous Provisions) Act 1960, if one has been issued in relation to the works; or
  - (b) the registered proprietor of the lot, if no building licence has been issued under the *Local Government (Miscellaneous Provisions) Act 1960* in relation to the works.
- (3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

#### 9.14 Removal of redundant vehicles crossings

- (1) Where works on a lot will result in a crossing no longer giving access to an internal driveway or constructed parking amenity on the lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.
- (2) The local government may give Notice to the owner or occupier of a lot requiring her or him to –
  - (a) remove any part or all of a crossing which does not give access to the lot; and
  - (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal, within the period of time stated in the Notice, and the owner or occupier of the lot shall comply with that Notice.

# Part 10 - Activities on thoroughfares and local government property

#### 10.1 General prohibitions

A person shall not -

- (a) plant any tree or plant (except grasses or a similar plant) within 10 metres from the truncation of an intersection;
- (b) damage a lawn or a garden or remove a plant or part of a plant from local government property unless –
  - the person is the owner or the occupier of the land abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;
- (c) place on any footpath any fruit, fruit skins or other substance or fluid (whether vegetable or otherwise, but not water) which may create a hazard for any person using the footpath;
- (d) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (e) within a mall, arcade or verandah of a shopping centre, ride any wheeled recreational device or similar device; or
- (f) prune, injure, poison, remove or kill by felling, poisoning or other means, any tree on a thoroughfare or any local government property, unless the person is:
  - (i) acting under the authority of the local government; or
  - (ii) acting under authority of a written law.

#### 10.2 Activities allowed with a permit

- A person will not without a permit -
  - (a) dig or otherwise create a trench through or under a kerb, carriageway or footpath;
  - (b) subject to Part 9 of this local law, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only during the period of time advertised in connection with that collection by the local government;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare;
  - (g) light any fire or burn any thing on a thoroughfare;
  - (h) fell any tree onto a thoroughfare;
  - (i) if installing a verge treatment in accordance with any requirements specified in this local law, to –

- (i) lay pipes under or provide taps on any verge; or
- place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
- provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
- (k) on a public place use anything or do anything so as to create a nuisance;
- (1) place or cause to be placed on a thoroughfare a bulk rubbish container;
- (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare; or
- $(n) \qquad \mbox{place or cause to be placed on a footpath or thorough fare, a planter box or pots.}$
- (2) The local government may grant a permit in accordance with subclause (1) subject to conditions.

# Part 11 - Notices of breach

#### 11.1 Offence to fail to comply with Notice

Whenever the local government serves a Notice under this local law requiring a person to do any thing, if a person fails to comply with the Notice, that person commits an offence.

#### 11.2 Local government may undertake requirements of Notice

Where a person fails to comply with a Notice referred to in clause 11.1, the local government may by its employees, agents or contractors carry out the works and do all things specified in the Notice and may recover from that person, as a debt, the costs incurred in so doing.

#### 11.3 Notice to remove, redirect or repair sprinkler

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to either remove, move or alter the direction of the sprinkler or other watering equipment.

# 11.4 Hazardous plants

Where a plant or tree in a garden creates or may create a hazard for any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.

#### 11.5 Notice to repair damage to thoroughfare

- (1) Where any portion of a thoroughfare, verge or footpath has been damaged, or is in the opinion of an authorised person, dangerous to the public, the local government or an authorised person may by Notice to the person who caused the damage or dangerous condition, order the person to repair or replace that portion of the thoroughfare, verge or footpath to the satisfaction of the local government, and within the timeframe stipulated in the Notice.
- (2) If a person does not comply with a Notice provided under subclause (1), to the satisfaction of the local government, that person commits an offence.

#### 11.6 Notice to remove thing unlawfully placed on thoroughfare

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by Notice to the owner or the occupier of the land abutting on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, requiring that person or the owner or occupier, as the case may be, to remove the thing within the time specified in the above Notice.

# Part 12 - Objections and review

# 12.1 Application of Division 1, Part 9 of the Act

When the local government makes a decision as to whether it will -

- (a) grant a person a permit, approval or consent under this local law; or
- (b) renew, vary or cancel a permit, approval or consent that a person has under this local law, the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

# Part 13 - Miscellaneous

#### 13.1 Authorised person to be obeyed

A person on local government property shall obey any lawful direction of a Manager or an authorised person.

# 13.2 Persons may be refused admission or directed to leave local government property or a community facility

- (1) Subject to subclause (2), an authorised person or Manager may refuse to allow entry, suspend admission or direct a person to leave local government property where:
  - (a) the authorised person or Manager reasonably suspects that the person has -
    - (i) contravened a provision of this local law;
    - (ii) behaved in a disorderly manner;
    - (iii) used indecent, offensive, profane or insulting language;
    - (iv) created or taken part in any disturbance whereby a crowd has gathered;
    - (v) committed an act of indecency; or
  - (b) the person has been deemed undesirable by the local government or the authorised person by reason of his or her past conduct.
- (2) The refusal or suspension referred to in subclause (1) can be for a period of up to 12 months as decided by the authorised person or Manager.
- (3) A person shall, on being requested by the authorised person to leave the local government property, do so immediately, quietly and peaceably.
- (4) A person who fails to comply with a request under subclause (3) may be removed from the local government property by an authorised person or a Police Officer.

#### 13.3 Liability for damage to local government property

Where a person unlawfully damages or causes damage to or detrimentally affects the appearance or nature of any local government property, the local government may by Notice to that person require that person within the time specified in the Notice to, at the option of the local government, pay the costs of -

- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
- (b) replacing that property.

#### 13.4 Public liability insurance policy

- (1) Where, as a condition of a permit, the permit holder is required to obtain and maintain a public liability insurance policy, the permit holder shall
  - (a) effect and maintain a policy of insurance in the name of the permit holder in respect to any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;
  - (b) ensure that any policy of insurance referred to in subclause (1)(a) indemnifies the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;

- (c) effect and maintain the policy of insurance referred to in subclause (1)(a) for the duration of the permit;
- (d) immediately notify the local government if the policy of insurance cover lapses, in which case the permit may be cancelled by the local government in accordance with clause 3.15;
- (e) at any time requested by the local government, provide the local government with a certificate of currency confirming that public liability insurance cover is in place;
- (f) ensure that, as a minimum, the permit holder's public liability insurance policy provides coverage of \$20 million (twenty million dollars), or such other amount as the local government considers appropriate to the risk and liability involved in the activity authorised by the permit;
- (g) upon the request of the local government (in its absolute discretion), increase the minimum value of coverage at the public liability insurance policy renewal date; and
- (h) ensure that the public liability insurer of the permit holder is a reputable insurer licensed to conduct insurance business in Australia in accordance with the guidelines issued by the Australian Prudential Regulatory Authority.
- (2) A permit holder who refuses to or cannot provide a current certificate of insurance at least 14 days prior to the commencement of any activity, action or thing performed or erected in accordance with the permit, as required in accordance with subclause (1) commits an offence.
- (3) A permit holder must provide the local government with a copy of their certificate of insurance currency at any time requested by the local government, including at the permit application stage.

#### 13.5 Payment of application fees

Where a fee or charge applies to the entry to, use of or participation in an activity on or in any local government property, a person shall not enter that property without first paying the applicable fee or charge, unless that person has been exempted by the local government from paying that fee or charge.

#### 13.6 No unauthorised entry to function

- (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except –
  - (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

# Part 14 - Offences

## **Division 1** – Offences and penalties

#### 14.1 Offences and general penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not less than \$300 and not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

#### 14.2 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purpose of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that -
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

#### 14.3 Infringement notices and infringement withdrawal notices

- (1) For the purpose of this local law
  - (a) where a vehicle is involved in the commission of an offence, the form of the infringement notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice referred to in section 9.16 and 9.17 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (c) the form of the withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

#### 14.4 Evidence of a determination

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a copy of an extract from the register certified as a true copy by the CEO.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

# Schedule 1

# Prescribed offences (clause 14.2(1))

Item	Clause	Description	Modified Penalty \$
1.	2.4	Failure to comply with determination	100
2.	3.8	Failure to comply with conditions of a permit	100
3.	3.14	Failure to produce permit when required by an authorised person	100
4.	3.18(1)	Failure to obtain a permit	250
5.	3.18(2)	Failure to obtain a permit to carry out works on local government property	500
6.	3.18(3)	Failure to obtain a permit to use local government property or a community facility for a for profit purpose	500
7.	3.19(1)	Failure to obtain a permit to camp outside a facility or erect structure	100
8.	3.20	Consumption or possession of liquor without a permit	100
9.	3.21	Failure of permit holder to comply with responsibilities	100
10.	4.2(1)	Failure to use correct toilet block or change room	100
11.	4.2(3)(a)	Loiter outside or act in an unacceptable manner in any toilet block	200
12.	4.2(3)(b)	Enter or attempt to enter an occupied cubicle or compartment	200
13.	4.3(1)	Failure to wear adequate clothing to secure decency	200
14.	4.3(2)	Failure to comply with direction of authorised person, to wear adequate clothing	250
15.	4.4(2)	Behaviour detrimental to property	100
16.	4.5(2)(a)	Take, injure or kill, or attempt to take, injure or kill any fauna	500
17.	4.5(2)(b)	Take onto, set or use any animal, bird or fish trap while on any local government property	250
18.	4.5(2)(c)	Remove, prune or damage any flora	250
19.	4.6	Under influence of liquor or prohibited drug or substance	100
20.	4.7	Take, consume or use a prohibited drug or substance on local government property	250

21.	4.8(2)	Failure to comply with sign on local government property	100
22.	5.3(a)	Consume food or drink in a prohibited area	100
23.	5.3(b)	Climbing up or upon a community facility	100
24.	5.3(c)	Enter or use, or attempt to enter or use a community facility whilst unclean or suffering from a contagious, infectious or cutaneous disease	100
25.	5.3(d)	Using soap or shampoo in any part of the pool area other than in the change rooms	100
26.	5.3(e)	Using any detergent, substance or oil in any pool or spa	100
27.	5.3(f)	Fouling or polluting the water in any shower, pool or spa	100
28.	5.3(g)	Bringing into any part of the pool area or place thereon any chemical substance, liquid or powder	100
29.	5.3(h)	Bringing into any part of the pool area any glass containers	100
30.	5.3(i)	Deliberately waste or wastefully use fresh or potable water in the pool area	100
31.	5.3(j)	Spitting or expectorating in any part of the community facility, other than in a water closet	300
32.	5.3(k)	Entering a pool or spa in a dirty or unclean condition	100
33.	5.3(1)	Using a mobile phone, camera or other recording device in a change room at a community facility	500
34.	5.5(1)	Launch a boat into river other than from an approved boat launching ramp or area permitted by signs	100
35.	5.5(2)	Launch personal watercraft into river other than from a boat launching ramp	100
36.	5.6(1)	Fishing in an area where fishing is prohibited or restricted by signs	100
37.	5.6(2)(a)	Clean fish or cut bait that causes a nuisance to river users	100
38.	5.6(2)(b)	Leave or deposit fish offal or bait on land or in the river	100
39.	5.7	Unauthorised entry to an area fenced off or closed to the public	250
40.	5.9(1)	Installing an air conditioning unit without approval	250
41.	5.11	Erecting or maintaining an awning, balcony or verandah without a permit or approval	250
42.	5.12	Erecting an awning, balcony or verandah that does not comply with dimensions	250
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43.	5.13	Erecting an awning, balcony or verandah that does not comply with design requirements	250
44.	5.15	Erecting a permanent structure within a thoroughfare or road reserve without approval	250
45.	5.17(1)	Smoke in a smoke free area	100
46.	5.17(2)	Failure to extinguish tobacco product or e-cigarette upon direction of an authorised person	200
47.	6.2(1)	Displaying an advertising sign that requires a sign permit on local government property without a sign permit	250
48.	6.3(1)	Erecting or placing a portable direction sign that requires a sign permit on local government property without a sign permit	250
49.	6.4(1)	Placing or erecting an advertising sign or portable direction sign in a prohibited area	250
50.	6.4(2)(a)	Failing to maintain a sign in safe and serviceable condition at all times	100
51.	6.4(2)(b)	Failing to ensure that a sign is of a safe and stable design	100
52.	6.4(2)(c)	Failing to ensure the free passage of persons using footpath at all times	100
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55.	6.7(a)	Failing to maintain sign in safe and serviceable condition at all times	100
56.	6.7(b)	Refusing to conspicuously display the sign permit number on a sign	50
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58.	6.7(d)	Failing to display sign in the approved location	100
59.	6.7(e)	Failing to ensure the free passage of persons using the footpath	100
60.	6.8	Erecting or displaying an election sign without a permit when a permit is required by the local government	500
61.	6.9	Permitting a sign to be displayed in an unsafe or dangerous manner	250
62.	6.10	Refusing or failing to remove a sign to allow sweeping, cleaning or other authorised works	100

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70.	9.2(1)(a)	Failing to take necessary precautions to ensure footpaths, verges or trees are not damaged during works	500
71.	9.2(1)(b)	Failing to ensure footpath remains in a safe and functioning state suitable for use by the public	500
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# **City of Vincent**

Local Government Act 1995

Local Government Property Local Law 2021

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## LOCAL GOVERNMENT ACT 1995

#### CITY OF VINCENT

#### LOCAL GOVERNMENT PROPERTY LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Vincent resolved on (date) to make the following local law.

# Part 1 - Preliminary

## 1.1 Citation

This local law may be cited as the City of Vincent Local Government Property Local Law 2021.

## 1.2 Objective

- (1) The objective of this local law is to provide for the regulation, control and management of activities and facilities on local government property, thoroughfares and public places within the district.
- (2) The effect of this local law is to establish the requirements with which any person using or being on local government property, thoroughfares and public places within the district must comply.

# 1.3 Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

#### 1.4 Repeal

The following local laws adopted by the City of Vincent:

- (a) Local Government Property Local Law 2008, published in the Government Gazette on 15 April 2008;
- (b) Local Government Property Amendment Local Law 2008, published in the Government Gazette on 7 October 2008;
- (c) Local Government Property Amendment Local Law 2009, published in the Government Gazette on 27 February 2009; and
- (d) Local Government Property Local Law No.1, 2013, published in the Government Gazette on 21 May 2013,

are repealed on the day this local law comes into operation.

# 1.5 Application

- (1) This local law applies throughout the district.
- (2) Unless otherwise provided for in this local law, the local government may -
  - (a) hire local government property to any person; or
  - (b) enter into an agreement with any person regarding the use and/or occupation of any local government property.

#### 1.6 Definitions

In this local law unless the context requires otherwise –

Act means the Local Government Act 1995;

*applicant* means a person who applies to the local government to use local government property, in accordance with this local law;

*authorised person* means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

*boat* means any ship, structure or vessel, capable of being used in navigation by water, however propelled or moved, and includes a jet ski or dinghy;

*carriageway* means the bitumen or paved portion of a thoroughfare used or intended for use by vehicles;

CEO means the Chief Executive Officer of the local government;

*change room* means the room or area designated as a change room, bathroom or toilet in a public place such as a pool premises;

commencement day means the day on which this local law comes into operation;

*community facility* means a facility being local government property operated for the benefit of the public, and includes a hall, public swimming pool, library, leisure centre, recreation centre, child care centre, child health clinic, aged persons centre and the like;

Council means the Council, from time to time, of the local government;

*decency* means wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure;

determination means a determination made under clause 2.1;

district means the district of the local government;

drone means a powered aerial vehicle that does not carry a human operator and is piloted remotely;

*e-cigarette* means a portable device that is designed to generate or release an aerosol or vapour for personal use;

face of kerb means the side of the kerb adjacent to the carriageway;

*fence* means any artificially created barrier whether temporary or permanent including post and rails, chain, metal, wire or pipe;

*firework* means a device such as a Catherine wheel, a roman candle, a rocket or the like, in which combustible materials are ignited and produce coloured smoke, flames and (sometimes) an explosion or loud noise and *fireworks display* means a show of a number of fireworks set off over a pre-arranged period;

fishing means to use any line, lure, rod, pot or other method for the purpose of catching marine life;

*footpath* means a path set aside for use by pedestrians and cyclists that is on or runs through a road reserve, park, reserve or thoroughfare, and includes all that part of a thoroughfare lying between the edge of the carriageway and the property boundary nearest to that edge on the same side of the thoroughfare;

function means an event or activity characterised by all or any of the following -

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;

- (c) organised by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

*indecent exposure* means the revealing to view of those parts of the body, especially the genitals, which by law and convention should be covered by clothing under the given circumstances;

*garden* means a verge or other area within a local government property that is planted, developed or treated, otherwise than as a lawn, with one or more plants;

kerb means the edge of a carriageway;

landscaping feature means any:

- (a) raised garden beds;
- (b) rocks, stones or logs;
- (c) compacted crushed gravel pathways;
- (d) paved pathways or bin stand areas;
- (e) seating or benches; and/or
- (f) decorations and lighting, installed within a garden or verge;

*lawn* means a verge or other area within a local government property which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government such as a tree;

*liquor* has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988* from time to time;

local government means the City of Vincent;

local government property means anything except a thoroughfare -

- (a) which is owned or leased by the local government;
- (b) of which the local government is the management body under the Land Administration Act 1997; or
- (c) which is an "otherwise unvested facility" within the district as defined in section 3.53 of the Act;

*local public notice* has the same meaning as is given to it in section 1.7(1) of the Act from time to time;

*lot* means a defined portion of land in accordance with the meaning given to it in section 4(1) of the *Planning and Development Act 2005* from time to time;

*Manager* means the person for the time being employed by the local government to control and manage a community facility or other facility which is local government property and includes the person's assistant or deputy;

*Notice* means a written notice (in any form, including electronic) issued by the local government or an authorised person under these local laws;

*nuisance* means any activity, thing, condition, circumstance or state of affairs caused or contributed to by a person which:

(a) is injurious or dangerous to the health of another person of normal susceptibility; or

(b) which has a disturbing effect on the state of the physical, mental or social well- being of another person of normal susceptibility;

*permit* means written confirmation from the local government of an applicant's right to use local government property in accordance with this local law and may include electronic confirmation and/or a reference number;

permit holder means a person who holds a valid permit;

*person* means a natural person, body corporate (as defined in the *Corporations Act 2001* (Cth)) or other legal entity such as an incorporated association, government or government agency but does not include the local government;

*premises* means a building, stadium or structure which is located on local government property, but excludes an open public space such as a park or a playing field;

*private property* means any real property, parcel of land or lot that has a separate certificate of title, which is in private ownership or the subject of a lease or agreement with a person enabling its use for private purposes and includes any building or structure thereon;

*publication date* means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

*public place* means any thoroughfare or place which the public are allowed to use, whether the thoroughfare or place is or is not on private property and includes parklands, squares, reserves, beaches and other lands set apart for the use and enjoyment of the public, including local government property, but does not include a building or structure on private property from which trading is lawfully conducted;

Regulations means the Local Government (Functions and General) Regulations 1996;

#### **Relevant Authority**:

- (a) any government or government authority in any jurisdiction, whether federal, state, territorial or local (including the Western Australian Planning Commission);
- (b) any provider of public utility services, whether statutory or not; and
- any other person, authority, instrumentality or body having jurisdiction, rights, powers, duties or responsibilities over the affected land or any part of them;

*sign* includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

smoke and/or smoking means to:

- (a) smoke, hold or otherwise have control over an ignited tobacco product;
- (b) light a tobacco product; or
- (c) use an e-cigarette;

street tree means a tree in a thoroughfare;

*thoroughfare* has the same meaning as defined in section 1.4 of the Act, from time to time, and includes a footpath that is local government property;

tobacco product has the same meaning as defined in the Tobacco Products Control Act 2006;

*trading* means selling or hiring, or offering for sale or hire, goods or services, and includes displaying goods for the purpose of:

(a) offering them for sale or hire;

- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them;

*valid* in relation to a permit issued under this local law means current, with all relevant conditions met and for which all the associated fees have been paid in full;

#### vehicle includes -

- every conveyance and object capable of being propelled or drawn on wheels, tracks or by any means;
- (b) an animal being ridden or driven; and
- (c) a vehicle described or prescribed by the Road Traffic (Vehicles) Act 2014;

#### but excludes a -

- (a) wheel-chair or any device designed for use by physically impaired persons on a footpath;
- (b) pram, stroller or similar device;
- (c) wheeled recreational device, wheeled toy or a scooter used by a person aged under 12 years; and
- (d) train, boat or aircraft;

*verge* means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath or kerb; and

wheeled recreational device means a wheeled device built to transport a person (whether propelled by human power, electricity, motor or gravity).\_including:

a bicycle or unicycle;

in-line skates, roller-stakes, a skateboard or similar device; and

a scooter being used by a person aged 12 years or older.

#### 1.7 Interpretation

In this local law unless the context requires otherwise a reference to local government property includes a reference to any part of that local government property.

## 1.8 Fees and Charges

All fees and charges applicable under this local law shall be determined by the local government from time to time in accordance with sections 6.16 to 6.19 of the Act and will be specified in the local government's Schedule of Fees & Charges as amended from time to time.

#### 1.9 Assistance animals

This local law is subject to any written law and law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Commonwealth) section 9(2).

# Part 2 - Determinations in respect of Local Government Property

# **Division 1 - Determinations**

# 2.1 Determinations as to use of local government property

The local government may make a determination in accordance with clause 2.2 -

- (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

#### 2.2 Procedure for making a determination

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the publication date;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c), the Council is to -
  - (a) consider those submissions; and
  - (b) decide -
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the publication date.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the publication date.

- (7) A proposed determination is to have effect as a determination on and from the publication date of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

## 2.3 Discretion to erect sign

The local government may erect a sign on any local government property to give notice of the effect of a determination which applies to that property.

#### 2.4 Determination to be complied with

A person must comply with a determination.

## 2.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

#### 2.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination, it is to give local public notice of the revocation and the determination is to cease to have effect on the publication date.

#### Division 2 - Activities which may be pursued or prohibited under a determination

## 2.7 Activities which may be pursued on specified local government property

- (1) A determination may provide that specified local government property is set aside as an area on which a person may
  - (a) bring, ride or drive an animal;
  - (b) take, ride or drive a vehicle, or a particular class of vehicle;
  - (c) fly or use a motorised model aeroplane, drone or other similar remotely piloted device;
  - (d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
  - (e) launch, beach or leave a boat;
  - (f) take or use a boat, or a particular class of boat;
  - (g) deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
  - (h) play or practice
    - golf or archery;

- (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
- a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
- (i) use a wheeled recreational device; and
- (j) wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular
  - (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

#### 2.8 Activities which may be prohibited on specified local government property

- (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property:
  - (a) smoking;
  - (b) using a wheeled recreational device;
  - (c) taking, riding or driving a vehicle or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) taking or using a boat, or a particular class of boat;
  - (f) the playing or practice of:
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
  - (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property;
  - (h) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose; and
  - (i) the use of a motorised model aeroplane, drone or other similar remotely piloted device.
- (2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular –
  - (a) the days and times during which the activity is prohibited;

- (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
- that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
- (d) that an activity is prohibited in respect of a class of persons or all persons; and
- (e) may distinguish between different classes of the activity.

# **Division 3** – Transitional considerations

# 2.9 Signs taken to be determinations

- (1) Where a sign erected on local government property has been erected under a local law that is repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

# Part 3 - Permits

# **Division 1** – Application of this Part

#### 3.1 Terms used

In this Part:

- (1) *Property* means a local government property or a thoroughfare or a portion thereof; and
- (2) facility means a caravan park or camping ground in accordance with section 5(1) of the Caravan Parks and Camping Grounds Act 1995.

# 3.2 Application of this Part 3

- (1) This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government, including (but not limited to) a lease, licence, management agreement or shared use agreement.
- (2) This Part applies to any application for a permit to use a Property.

# Division 2 – Applying for a Permit

#### 3.3 Application for Permit

- A person required to obtain a permit under this local law, must apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law must
  - (a) be in the form determined by the local government;
  - (b) provide the information and any further documentation required by the form, including (but not limited to) plans, specifications and/or photographs; and
  - (c) be forwarded to the local government together with any fee specified in the form or as specified in the local government's Schedule of Fees and Charges.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may, prior to granting a permit, give local public notice of the application for a permit by an applicant to.
- (5) The local government may refuse to consider an application for a permit
  - (a) which does not comply with the requirements in subclause (2);
  - (b) which is not properly completed; or
  - (c) where any required documentation, plan, specification or photograph does not in the opinion of the CEO or an authorised person, contain sufficient information or is not sufficiently clear to enable the local government to properly consider the application.

#### 3.4 Relevant considerations in determining application for permit

Where a clause of this local law refers to matters which the local government is to have regard to in determining an application for a permit, the local government shall have regard to those matters prior to making a decision on an application for a permit under clause 3.5 and, in addition, may have regard to the following matters:

- (a) the desirability of the proposed activity;
- (b) the location of the proposed activity; and
- (c) such other matters as the local government may consider to be relevant in the circumstances of the case.

#### 3.5 Decision on application for permit

- (1) The local government may -
  - (a) approve an application for a permit unconditionally or subject to any conditions, including but not limited to those conditions in clause 3.7; or
  - (b) refuse to approve an application for a permit on any of the grounds specified in clause 3.6, or for any other reason determined at the sole discretion of the local government.
- (2) If the local government approves an application for a permit, it will provide the applicant with Notice accordingly.
- (3) If the local government refuses to approve an application for a permit, it is to give Notice of that refusal, including the reasons for the local government's refusal, to the applicant.

#### 3.6 Grounds on which an application may be refused

The local government may refuse an application for a permit under this Division on any one or more of the following grounds:

- (a) that within the preceding 5 years the applicant has committed a breach of any provision of this local law, or any other written law or condition of a lease or licence or hire arrangement between the applicant and the local government relevant to the activity in respect of which the permit is sought;
- (b) that the applicant in the opinion of the local government is not a fit and proper person to hold a permit;
- (c) that -
  - (i) the applicant is an undischarged bankrupt or is in liquidation; or
  - (ii) the applicant has entered into any composition or arrangement with creditors;
- (d) the local government deems the permit application to be for an activity which is not appropriate for the local government property or thoroughfare for which the permit is sought; or
- (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

#### Division 3 - Conditions

## 3.7 Conditions which may be imposed on a permit

Without limiting the generality of clause 3.5(1)(a), the local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of fees, charges and bonds, as determined by the local government in accordance with sections 6.16 and 6.19 of the Act and specified in the local government's Schedule of Fees and Charges, as amended from time to time;
- (b) compliance with a standard or policy of the local government adopted by the local government;

- (c) the duration and commencement of the permit;
- (d) the commencement of the permit being contingent on the happening of an event;
- the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (f) the approval of another application for a permit which may be required by the local government under any written law;
- (g) the area of the district to which the permit applies;
- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit, bond or secure sum against such damage; and
- (i) the obtaining of public liability insurance in an amount and on terms reasonably required by the local government as set out in clause 13.4.

#### 3.8 Compliance with permit conditions

Where an application for a permit has been approved for an activity defined in clause 3.18(1) subject to conditions, the permit holder shall comply with each of those conditions.

## 3.9 Amendment of permit conditions

- (1) A permit holder may apply in writing to the local government to vary or amend any of the terms or conditions of the permit.
- (2) The local government may, in respect of an application under subclause (1) -
  - (a) amend the permit, either in accordance with the application or otherwise as it sees fit; or
  - (b) refuse to amend the permit.
- (3) The local government may, at any time, amend any of the terms or conditions of a permit, subject to providing the permit holder with Notice of the reasons for the amendment.
- (4) If the local government amends a permit under this clause, it is to notify the permit holder in writing of the amendment as soon as practicable and the amended condition(s) shall apply from the date of notification, unless otherwise specified in the amendment.

## Division 4 – General

# 3.10 Erection of a building

- (1) Where a person applies for a permit to erect a building on local government property, the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.
- (2) The person is required to obtain all other necessary approvals to govern the erection of a building, including but not limited to development approval, if applicable, and a permit for use of the local government property.

#### 3.11 Duration of permit

A permit is valid for one year from the date on which it is issued, unless:

- (a) it is otherwise stated in this local law or the permit; or
- (b) cancelled in accordance with clause 3.15.

#### 3.12 Renewal of permit

- (1) A permit holder may apply to the local government in writing prior to the expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part shall apply to an application for the renewal of a permit with all necessary modifications.

## 3.13 Transfer of permit

- (1) An application for the transfer of a valid permit is to
  - (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, it will provide written confirmation to the former permit holder and the transferee.

#### 3.14 Production of permit

- (1) A permit holder is to produce evidence of a permit to an authorised person immediately upon being required to do so by that authorised person.
- (2) The evidence referred to in subclause (1) may include the written confirmation (electronic version acceptable) provided by the local government or the permit number (if applicable).

## 3.15 Cancellation of permit

- (1) Subject to clause 12.1, a permit may be cancelled by the local government on any one or more of the following grounds:
  - (a) the permit holder has not complied with -
    - (i) condition of the permit; or
    - (ii) provision of this local law or any other written law relating to the activity regulated by the permit.
  - (b) the permit holder is convicted of an offence against this local law;
  - (c) the permit holder fails to maintain any required public liability insurance or ceases to indemnify the local government against damages in connection with loss or damage in connection with an activity conducted by the permit holder under the permit;
  - (d) the permit holder has become bankrupt or gone into liquidation;
  - (e) the permit holder has entered into any composition or arrangement with creditors;
  - (f) if the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (g) if the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents;

- (h) if the local government reasonably considers that the activity permitted by the permit may create a public health, safety or amenity issue;
- (i) if valid development approval is required and not held for the abutting premises at which the business relating to the activity authorised by the permit is conducted; or
- (j) another permit for an outdoor eating area, goods display or portable advertising sign (as the case may be) has been granted, and remains in effect, in relation to the building or business premises related to the permit.
- (2) On the cancellation of a permit, the local government will provide the permit holder with Notice that the permit has been cancelled.
- (3) On receiving Notice that the permit has been cancelled in accordance with sub-clause (2):
  - (a) the permit holder must immediately cease using the local government property or the thoroughfare unless the Notice provides otherwise; and
  - (b) any fees paid by the permit holder in respect of the permit are forfeited and will not be refunded by the local government.

## 3.16 Suspension of permit holder's rights and privileges

- (1) The rights and privileges granted to a permit holder on the issue of a permit, shall be automatically suspended, where the public liability insurance required as a condition of a permit, lapses, is cancelled or is no longer current.
- (2) The rights and privileges granted to a permit holder on the issue of a permit, may be suspended by the local government by Notice to the permit holder for the purpose of and during the carrying out of any works by or on behalf of the State, or an agency or instrumentality of the Crown, or the local government, in or adjacent to the area the subject of the permit.
- (3) The rights and privileges granted to a permit holder on the issue of a permit may be suspended by the local government where
  - (a) the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (b) the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents; or
  - (c) the local government considers the activity permitted by the permit may create a public health, safety or amenity issue,

until the defect in the permit holder's application is rectified to the satisfaction of the local government and/or the local government considers that the activity may be conducted in a manner which does not create a public health, safety or amenity issue.

# 3.17 Other approvals

The requirement for a permit under this local law is additional to the requirement, if any, for any other approvals, including but not limited to development approval.

#### Division 5 – When a permit is required

## 3.18 Activities on local government property or thoroughfares needing a permit

- A person shall not without a permit
  - (a) subject to subclause (3), use a Property for any purpose which amounts to exclusive use of the whole or a portion of the Property for any period of time;

- (b) advertise anything by any means on a Property, except where the person holds a permit issued under another local law of the local government authorising such advertising in that location;
- (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on a Property;
- (d) plant any plant, sow any seeds or install any other landscaping feature on local government property, unless in accordance with clause 9.5 of this local law;
- (e) carry on any trading on local government property unless the trading is conducted in accordance with a permit issued under the *City of Vincent Trading in Public Places Local Law 2008* (as amended from time to time);
- (f) unless an employee of the local government in the course of their duties or on an area set aside for that purpose –
  - (i) drive or ride or take any vehicle onto local government property; or
  - park or stop any vehicle on local government property;
- (g) conduct a function or public gathering on local government property;
- (h) charge any person for entry to local government property, unless the charge is for entry to area or a building hired or leased from the local government, and that hire or lease arrangement provides that a fee for entry may be charged;
- light a fire on a Property except in a facility provided by the local government for that purpose;
- (j) parachute, hang glide, abseil or base jump from or onto a Property;
- (k) erect a building or a refuelling site on local government property;
- (1) make any excavation on or erect or remove any fence on local government property;
- (m) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property;
- light or set off any fireworks or conduct a fireworks display on local government property;
- (p) operate any broadcasting or public address system or sound amplification equipment or apparatus on local government property;
- (q) erect, display, post, stick, stamp, stencil, paint or otherwise affix or cause to be erected, displayed, posted, stuck, stamped, stencilled or otherwise affixed any sign, banner, placard, handbill, notice, advertisement, writing or picture whatsoever upon any tree, plant, building, structure, fitting or soil being local government property or on any other local government property, except where the person holds a permit issued under another local law of the local government authorising such an activity in that location;
- (r) carry out filming, shooting or take a recording on local government property or within a thoroughfare where exclusive use of portion of the local government property or thoroughfare is required; or
- (s) construct anything or place any infrastructure on a Property, including but not limited to paving, planter boxes and outdoor seating.
- (2) A person shall not without a permit carry out works in a thoroughfare or on local government property, including but not limited to –

- verge treatments, unless the verge treatment is in accordance with clause 9.5 of this local law;
- (b) vehicle crossovers;
- (c) crossing a footpath with a vehicle which is likely to cause or causes damage to the footpath;
- (d) locating construction materials on a verge or thoroughfare; or
- (e) undertaking construction activities adjacent to a verge or thoroughfare which results in the use of the verge or thoroughfare.
- (3) A person shall not without a permit use local government property or a community facility for a profit purpose, including but not limited to:
  - (a) group fitness classes;
  - (b) life coaching or counselling;
  - (c) meetings or seminars; or
  - (d) guided walks or tours.
- (4) The local government may, at its sole discretion, exempt a person from compliance with subclauses (1), (2) or (3) on the application of that person by providing Notice to that person.
- (5) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

# 3.19 Permit required to camp outside a facility

- (1) A person shall not without a permit
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property;
  - (b) erect any tent, camp, hut, or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day; or
  - (c) camp on or occupy any vehicle at night for the purpose of sleeping in a public place.
- (2) The maximum period for which the local government may approve an application for a permit in respect of subclause (1)(a) or (1)(b) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.
- (3) This clause does not apply to a facility operated by the local government.

#### 3.20 Permit required for possession and consumption of liquor

A person on local government property, shall not consume any liquor or have in their possession or under their control any liquor, unless –

- (a) permitted under the *Liquor Control Act 1988*;
- (b) a permit has been obtained for that purpose; or
- (c) consumption does not, in the reasonable opinion of the local government, result in any anti-social or unsafe behaviour or cause risk to members of the public accessing the local government property.

# **Division 6 – Responsibilities of permit holder**

#### 3.21 Responsibilities of permit holder

A holder of a permit shall, in respect of local government property to which the permit relates -

- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) ensure that the local government property is fully locked or secured after its use where it can be so locked or secured;
- (d) report any damage or defacement of the local government property to the local government; and
- (e) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

# Part 4 - Behaviour on Local Government Property

## Division 1 – Behaviour on and interference with local government property

## 4.1 Personal behaviour

A person shall not, in or on any local government property, behave in a manner which -

- (a) causes or is likely to cause injury to, or to interrupt, disturb or interfere with the enjoyment of, a person who might use the property; or
- (b) may be considered disorderly or offensive by a person on the local government property.

#### 4.2 Only specified gender to use entry of toilet block or change room

- Subject to clause 4.2(2), where a sign on a toilet block or change room specifies that a particular toilet block or change room is to be used by –
  - (a) females, then a person of the male gender over the age of 6 years shall not use that toilet block or change room;
  - (b) males, then a person of the female gender over the age of 6 years shall not use the toilet block or change room; or
  - (c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family, a guardian, or a caregiver, may use that toilet block or change room.
- (2) Subclause (1) does not apply to a toilet block or change room where a sign designates that particular toilet block or change room as unisex.
- (3) A person over the age of 6 years shall not, on any local government property or public place
  - (a) loiter outside or act in an offensive manner, in any portion of a toilet block or change room, or
  - (b) enter, or attempt to enter, a cubicle or compartment of a toilet block or change room which is already occupied or in use.
- (4) Subclause (3)(b) does not apply to a parent, guardian or caregiver accompanying a child under the age of 6 years.

# 4.3 Proper and adequate clothing

- (1) A person over the age of 6 years shall not on any local government property or public place appear in public unless decently clothed.
- (2) Where an authorised person considers that a person on any local government property or public place appearing in public is not decently clothed, the authorised person may direct that person to put on clothing so as to be decently clothed and that person shall comply with the direction immediately.
- (3) In this clause, *decently clothed* means the wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure.

### 4.4 Behaviour detrimental to property

(1) In this clause 4.4, detrimental to the property includes -

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- removing any thing from local government property such as a sign, rock, plant or seat provided for the use of any person;
- (b) destroying, defacing or damaging any thing on the local government property, such as a sign, plant, tree or a seat provided for the use of any person; and
- (c) climbing on or over local government property.
- (2) A person shall not behave in or any local government property in a way which is or might be detrimental to the property.

#### 4.5 Taking or injuring any fauna or flora

- In this clause
  - (a) *fauna* means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal
    - (i) any class of animal or individual member;
    - the eggs or larvae; or
    - (iii) the carcass, skin, plumage or fur; and
  - (b) *flora* means all vascular plants other than plants recognised as weeds.
- (2) A person shall not, on or above any local government property, unless that person is authorised under a written law to do so -
  - (a) take, injure, kill or attempt to take, injure or kill any fauna; or
  - (b) take on to, set or use, or attempt to take on to, set or use any animal trap, bird trap, fish trap, net or similar device; or
  - (c) remove, prune or damage any flora.

## 4.6 Intoxicated persons not to enter local government property

A person shall not enter or remain on any local government property while under the influence of liquor (unless pursuant to a permit issued under clause 3.20) or a prohibited drug or substance.

## 4.7 No prohibited drugs or substances

A person shall not take a prohibited drug or substance, consume or use a prohibited drug or substance, on any local government property.

## Division 2 – Signs

## 4.8 Signs

- (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is -
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

# Part 5 - Matters relating to particular local government property

# Division 1 – Community facilities

## 5.1 Definitions

In this Division -

- (a) administration centre means the local government's administration centre which is currently located on Crown Land Lot 502, being Reserve 50345 and having an address of 244 Vincent Street, Leederville; and
- (b) pool premises means the place or premises provided by the local government for the purpose of swimming or bathing, and includes Beatty Park Leisure Centre which is located on portion of Crown Land Lot 1618, being Reserve 884 and having an address of 220 Vincent Street, North Perth, and includes all buildings, fences, gardens, car parks, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of the place or premises or used in connection with it.

## 5.2 Direction of Manager or authorised person to be observed

- (1) The Manager or an authorised person may refuse admission to, may direct to leave, or may remove or cause to be removed from the administration centre or a community facility, a person who –
  - (a) in her or his opinion is -
    - under the age of 12 years and who is unaccompanied in the water by a responsible person 16 years or older;
    - (ii) suffering from any contagious, infectious or cutaneous disease or complaint;
    - (iii) in an unclean condition; or
    - (iv) under the influence of liquor or a prohibited mind altering drug or substance;
  - (b) is to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.
- (2) Subject to subclause (1), a person shall, on being requested by the Manager or an authorised person to do so, leave the administration centre or community facility immediately, quietly and peaceably.
- (3) A person who fails to comply with a request under subclause (2) may be removed from the administration centre or community facility by the Manager, an authorised person or a Police Officer.

# 5.3 Responsibilities of users of a community facility

A person while in the administration centre or a community facility, shall not -

- (a) consume foodstuffs or drinks in any specific area in which food or beverage consumption is prohibited;
- (b) climb up or upon any roof, fence, wall, partition or other structure not intended for climbing;
- (c) enter the premises if suffering from a contagious, infectious or cutaneous disease or whilst in an unclean condition;
- (d) use soap or shampoo in any part of the premises other than in a change-room;

- (e) use any detergent, substance or oil in any pool or spa;
- (f) foul or pollute the water in any shower, pool or spa;
- (g) bring into any part of the pool premises or place thereon any chemical substance, liquid or powder;
- (h) bring into any part of the pool premises any glass containers;
- (i) deliberately waste or wastefully use fresh or potable water in a community facility;
- (j) spit or expectorate in any part of a community facility, other than in a water closet;
- (k) enter a pool or spa on the pool premises in a dirty or unclean condition; and
- use a mobile phone, camera or other similar recording device in a change room at a community facility.

# Division 2 – Fishing and boat launching

## 5.4 Definition

In this Division, *river* means the Swan River as referred to in the Swan and Canning Rivers Management Act 2006.

## 5.5 Boat launching

- (1) A person shall not launch a boat into the river other than at a boat launching ramp designed, constructed and approved for that purpose, or from the river where this activity is permitted and designated by signs.
- (2) A person shall not launch a personal water craft into the river other than at a boat launching ramp designed, constructed and approved for that purpose.

#### 5.6 Fishing

- A person shall not fish on or from any local government property where fishing is prohibited or restricted and the prohibition or restriction is designated by signs.
- (2) A person shall not on any local government property whether fishing is permitted or not
  - (a) clean fish or cut bait such that it may cause a nuisance to river users; or
  - (b) leave or deposit fish offal or bait on land or in the river.

## Division 3 – Fenced or closed property

## 5.7 No entry to fenced or closed local government property

A person shall not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

# Division 4 – Air conditioning units over thoroughfares

## 5.8 Definition

In this Division, *air conditioning unit* means any machine, device, equipment, plant or part thereof which constitutes or is part of any mechanical system of ventilation or air conditioning.

## 5.9 Siting and design of air conditioning units

- (1) A person shall not install an air conditioning unit on or over a thoroughfare without the approval of the local government, which may be granted or withheld by the local government at its absolute discretion.
- (2) If the local government provides approval in accordance with subclause (1), the air conditioning unit shall not:
  - (a) project over any part of a thoroughfare unless provision is made, to the satisfaction of the CEO or an authorised person, for the collection of water discharged from such unit and for its disposal into the stormwater drainage system provided that where such unit is installed above a verandah, balcony or awning no such provision shall be necessary;
  - (b) project over any part of a thoroughfare unless the bottom of such unit is not less than 2,750 millimetres above such thoroughfare;
  - (c) project more than 300 millimetres over any part of a thoroughfare not more than 10 metres in width;
  - (d) project more than 450 millimetres over any part of a thoroughfare more than 10 metres in width.
- (3) No air conditioning unit which exhausts foul or vitiated air over or into a thoroughfare shall be installed under a verandah, balcony or awning which projects over any part of a thoroughfare.

# Division 5 – Awnings, balconies and verandahs over thoroughfares

#### 5.10 Definitions

In this Division -

- (a) awning means a roof-like covering to shelter persons or protect parts of a building from the effects of sun or rain, which extends or can be made to extend over any part of a thoroughfare;
- (b) balcony means an open or covered platform attached to an upper part of a building, projecting from or recessed into the face of a wall and protected by a railing or balustrade and accessible from an adjacent room;
- (c) permanent structure means a structure which is affixed to the ground and is considered to form part of the ground, including verandah posts and canopy structures;
- (d) road means Crown land dedicated at common law or reserved, declared or otherwise dedicated under an act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both and which the local government has care, control and management of, pursuant to section 55(2) of the Land Administration Act 1997;
- (e) road reserve means that area of a road which is reserved but not used as a carriageway and includes the verge, kerb and footpath; and
- (f) *verandah* means a roofed structure attached to a building with the outer edge supported on posts and covered either by the main roof or a separate, lower roof, of which any part extends over any part of a thoroughfare.

#### 5.11 Approval to erect or maintain an awning, balcony or verandah

The local government may approve an awning, balcony or verandah over a thoroughfare provided it complies with the dimensions and design requirements as set out in clauses 5.12 and 5.13.

#### 5.12 Dimensions of awnings, balconies and verandahs

An awning, balcony or verandah erected over a thoroughfare must have:

- (a) a minimum clearance of 2,750 millimetres above the thoroughfare;
- (b) a maximum fascia depth of 300 millimetres; and
- (c) a minimum distance if 600 millimetres from the face of kerb.

#### 5.13 Design of awnings, balconies and verandahs

The following design requirements apply for an awning, balcony or verandah erected over a thoroughfare are:

- (a) the design, colour and materials shall be compatible with the aesthetics and character of the thoroughfare, in the opinion of the local government;
- (b) the height and width shall be uniform with other verandahs and awnings over the thoroughfare;
- (c) the form shall be cantilevered or suspended, unless otherwise approved by the local government; and
- (d) the design shall not allow water to be retained on the structure or allow water to fall onto the thoroughfare.

#### 5.14 Maintenance and public safety

The owner and occupier for the time being of any building to which any awning, balcony or verandah is attached shall keep the awning, balcony or verandah clean, painted, watertight, in a sound and safe structural condition and in good and substantial repair.

#### 5.15 Permanent structures within a thoroughfare or road reserve

Subject to obtaining any other approvals required, including development approval and any approvals required by a Relevant Authority, a person shall not erect or maintain a permanent structure within a road reserve or thoroughfare without the prior written approval of the local government.

## Division 6 – Smoke free areas

#### 5.16 Definitions

In this Division – *smoke free area* means an area prescribed by Council under this Division as an area where smoking is prohibited. <u>Areas are limited to:</u>

- (a) An Activity Centre (as defined in the *State Planning Policy 4.2 Activity Centres for* <u>Perth and Peel)</u>;
- (b) A Public Open Space that is local government property (recreation, sport and nature spaces defined by the Department of Local Government, Sport and Cultural Industries Public Open Space Classification);
- (c) A thoroughfare adjacent to a business or facility where there is activity that caters for children and/or young people; and
- (d) A thoroughfare adjacent to a business or facility where trading with an outdoor eating area as an extension of food premises or licensed premises.

### 5.17 Prohibition on smoking

- (1) A person must not smoke in a smoke free area.
- (2) Where an authorised person believes on reasonable grounds that a person is contravening or has contravened subclause (1), the authorised person may direct the person to extinguish the tobacco product or e-cigarette.

### 5.18 Determination in regard to smoke free area

The local government may make a determination in accordance with clause 5.19 prescribing a local government property or thoroughfare, or any part thereof, as a smoke free area.

## 5.19 Procedure for making smoke free area determination

- (1) The local government is to give local public notice of its intention to make a determination in accordance with clause 5.18.
- (2) The local public notice referred to in subclause (1) is to state that -
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to
  - (a) consider those submissions in accordance with clause 5.20; and
  - (b) decide -
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).

(8) A decision under subclause (3) or (4) is not to be delegated by the Council.

# 5.20 Considerations in making a determination

In effecting a proposed determination in accordance with subclause 5.19(3), (5) or (6), the local government must have regard to the following factors –

- (a) the size of the proposed smoke free area;
- (b) the submissions from the community, including the opinions of the owners and occupiers of the land immediately adjoining the proposed smoke free area;
- the proximity of the proposed smoke free area to a public place, part or all of which is not in a smoke free area;
- (d) the extent and outcome of public consultation on the proposed smoke free area (in accordance with clause 5.19);
- (e) any benefits to the community which would be achieved by the Council prescribing the proposed smoke free area; and
- (f) any detriments to the community which would be caused by the Council prescribing the proposed smoke free area.

# 5.21 Signage

The local government may erect or caused to be erected a sign identifying an area as smoke free.

## 5.22 Application of clauses 2.5 and 2.6

Clause 2.5 (Register of determinations) and clause 2.6 (Amendment or revocation of a determination) apply to any determination of the local government made under this Division.

# Part 6 - Signs

## Division 1 – Preliminary

## 6.1 Definitions

In this Part, unless the context otherwise requires -

- (a) advertising sign means a sign, which may or may not be permanently attached to a structure or fixed on or to the ground, that is –
  - used or intended to be used for the purpose of advertising any premises, services, property, business, function, event, product or thing; and
  - (ii) not a portable advertising sign under the City of Vincent Trading in Public Places Local Law 2008;
- (b) direction sign means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;
- (c) *election sign* means a sign which advertises any aspect of a forthcoming Federal, State or Local Government election;
- (d) *frame sign* means a folding sign which is hinged at the top to provide a stable structure when open;
- (e) *minor nature development* means a sign that is characterised as:
  - small in scale and composition not exceeding 500mm in height nor 0.5m<sup>2</sup> in area, on any side, and which will not unduly adversely affect the local government property;
  - of a temporary nature occurring on one-off occasions (although may occur on a number of days) but not of any permanent nature or reoccurrence; and
  - uses which will not adversely affect the amenity, streetscape or day-today activities of the local government property or any other use which, in the opinion of the local government, constitutes a minor use;
- (f) *permit holder* means the person to whom a sign permit has been issued;
- (g) portable direction sign means a portable free standing direction sign;
- (h) sign includes a notice, poster, flag, mark, word, letter, model, placard, structure, device or representation and includes advertising signs, portable direction signs and election signs; and
- (i) sign permit means a permit to display a sign.

## Division 2 – Advertising signs and portable direction signs

#### 6.2 Advertising signs

- (1) Subject to subclause (2), a person shall not display an advertising sign on local government property unless that person is the holder of a valid sign permit.
- (2) Notwithstanding subclause (1), a sign permit is not required to display an advertising sign on local government property if the advertising sign is:
  - (a) a minor nature development;

- (b) does not exceed 500mm in height nor 0.5m<sup>2</sup> in area, on any side; and
- (c) is not illuminated and does not incorporate reflective or fluorescent materials;

provided that:

- (d) no more than one (1) advertising sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) advertising sign per building or business must obtain a sign permit for each additional advertising sign.
- (3) The local government may grant approval for the erection or display of an advertising sign for the duration of the period specified in the sign permit.
- (4) No clause of this local law will be taken to <u>permit\_grant</u> the permanent display of an advertising sign on local government property.

#### 6.3 Portable direction signs

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- Subject to subclause (2), a person shall not, without a sign permit erect or place portable direction sign on local government property.
- (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which is:
  - (a) a minor nature development;
  - (b) does not exceed 750mm in height nor 0.5sqm in area, on any side; and
  - (c) placed or erected on a thoroughfare or local government property on an infrequent or occasional basis and only to direct attention to a place, activity or event during the hours of that activity or event;

provided that:

- (d) no more than one (1) portable direction sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) portable direction sign per building or business must obtain a sign permit for each additional portable direction sign.

#### 6.4 Location, maintenance and design of an advertising sign or portable direction sign

- (1) Notwithstanding any provision of this local law, a person shall not erect or place an advertising sign or portable direction sign
  - (a) over any footpath where the resulting vertical clearance between the sign and footpath is less than 2,700 millimetres;
  - (b) on or within 600 millimetres from the face of kerb;
  - (c) in any other location where, in the opinion of the local government or an authorised person, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
  - (d) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.
- (2) A person erecting or placing an advertising sign or portable direction sign on local government property must:
  - maintain the sign in a safe and serviceable condition at all times and remove the sign upon it ceasing to be serviceable;

- (b) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (c) ensure the free passage at all times of persons using the local government property; and
- (d) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading.

## Division 3 – Applications and Conditions on sign permits

#### 6.5 Matters to be considered in determining application for a sign permit

In determining an application for a permit for an advertising sign or a portable direction sign, the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other signs already approved or erected in the vicinity of the proposed location of the signs;
- (d) whether or not the signs will create a hazard to persons using a thoroughfare;
- the amount of the public liability insurance cover, if any, to be obtained by the applicant;
- (f) whether the sign would -
  - (i) obstruct the visibility or clear sight lines of any person at an intersection of thoroughfares; or
  - (ii) impede pedestrian access; and
- (g) whether the sign may obstruct or impede the use of the footpath for the purpose for which it is used.

#### 6.6 Conditions on sign permits

- (1) If the local government approves an application for a sign permit for an advertising sign or portable direction sign, the application is to be taken to be approved subject to the following conditions
  - (a) the sign shall
    - not exceed 1,000 millimetres in height;
    - (ii) not exceed an area of 0.8 square metres on any side;
    - (iii) if a portable direction sign, relate only to directions to the place described on the permit;
    - (iv) not be placed closer than 600 millimetres to the face of kerb or further than 1200 millimetres from the kerb so as to ensure the free passage of persons using the footpath;
    - (v) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading;

- (vi) be secured in position in accordance with any requirements of the local government;
- (vii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person or the sight line of any vehicle drivers; and
- (viii) be maintained in good condition; and
- (b) no more than one advertising sign or portable direction sign shall be erected in relation to the one building or business, unless otherwise approved by the local government.
- (2) The permit holder of a permit for an advertising sign or portable direction sign shall comply with each of the conditions in subclause (1) in addition to any other conditions imposed on the sign permit by the local government.

## 6.7 Obligations of permit holder

The permit holder shall –

- (a) maintain the sign in a safe and serviceable condition at all times;
- (b) display the permit number provided by the local government in a conspicuous place on the sign and whenever requested by an authorised person to do so, produce the sign permit to that person;
- (c) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (d) where a sign is to be displayed on a footpath, display that sign in the location approved by the local government and as specified in the permit; and
- (e) ensure the free passage at all times of persons using the local government property.

#### 6.8 Election signs

The local government may issue a permit for the erection or display of an election sign on local government property.

## *Division* 4 – *sign requirements*

#### 6.9 Safety of persons

A person shall not cause or permit a sign to be erected or displayed in such condition, which in the opinion of an authorised person, causes or is likely to cause injury or danger to any person or damage to the clothing or possessions of any person.

#### 6.10 Removal of sign for works

When directed to do so by an authorised person, a person who has displayed a sign on local government property will ensure that the sign is removed to permit the local government property to be swept or to permit any other authorised work to be carried out.

## 6.11 Removal of sign which does not comply

A person shall remove any sign which does not comply with the requirements of this local law, from any local government property when directed to do so by an authorised person.

# 6.12 Unlawful placement of signs

A person who places, causes or permits to be placed on any local government property any sign which does not comply with the requirements of this local law, commits an offence.

# Part 7 - Obstructing Shopping Trolleys

# **Division 1** – Shopping trolleys

## 7.1 Definitions

In this Part, unless the context otherwise requires -

- (a) *retailer* means a proprietor of a shop which provides shopping trolleys for the use of customers of the shop; and
- (b) *shopping trolley* means a container or receptacle on wheels provided by a retailer for the transport of goods.

#### 7.2 Name of owner of shopping trolley

A retailer shall clearly mark its name or trading name on any shopping trolley made available for the use of customers and which may be left on a public place by the customer.

# 7.3 Shopping trolleys in public places

- A person shall not leave a shopping trolley in a public place or on local government property, other than in an area set aside for the storage of shopping trolleys.
- (2) A shopping trolley left in a public place or on local government property is not obstructing unless it is left for a period exceeding three (3) hours.

# Part 8 - Bank Guarantee or Security Deposit

#### 8.1 Definitions

In this Part, unless the context otherwise requires -

- (a) *applicant* means the person or business that received a development approval, building permit, or demolition permit, that has been issued to undertake the development.
- (a)(b) *approval* means approval of a development application granted by the local government to an <u>applicant</u>-developer-in accordance with the Planning Act;
- (b)(c) bank guarantee means an unconditional, irrevocable bank guarantee provided by an Australian trading bank carrying on business in Western Australia, in favour of the local government;
- (e)(d) building permit means a building permit granted (subject to conditions or otherwise) by the local government to an <u>applicant</u> -developer, in accordance with the Building Act 2011 as amended from time to time, to build a development;
- (d) developer means the developer, builder or land owner or occupier proposing to undertake the development;
- (e) development has the same meaning as defined in section 4 of the Planning Act, as amended from time to time, but includes proposals to subdivide or amalgamate land;
- (f) *development application* has the same meaning as defined in section 4 of the Planning Act, from time to time;
- (g) land means privately owned land the subject of a development application; and
- (h) Planning Act means the Planning and Development Act 2005, as amended from time to time.

#### 8.2 Security for restoration and reinstatement

- (1) Where an <u>applicant</u> <u>-developer</u> proposes to undertake a development, the local government may require the <u>applicant developer</u> to pay a security deposit or provide a bank guarantee of a kind and to a value determined by the local government as a condition of an approval or a building permit and payable before the issue of the approval or building permit, for the purpose of ensuring that –
  - hired local government property, including fixtures and fittings can be cleaned, replaced or repaired;
  - (b) a footpath or local government property damaged, removed or destroyed during the development on adjacent land, can be repaired or reinstated; and/or
  - (c) conditions of an approval or building permit insofar as they relate to local government property or a thoroughfare, are complied with.
- (2) A security deposit required under subclause (1) is to be held in an account established by the local government for the purpose of this clause prior to any work on the development commencing, unless otherwise agreed by the local government.

8.3 Restoration or reinstatement of local government property

(1) If an <u>applicant-developer</u> fails to carry out or complete reinstatement works on affected local government property as required by the building permit or approval conditions, or by a Notice served by the local government, either –

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- (a) within the time specified in that clause, those conditions or the Notice (as the case may be);
- (b) where no such time has been specified, a reasonable time from the expiration of the building permit or approval to complete the restoration or reinstatement works; or
- (c) within 14 days or such time as specified in the Notice,

then, the local government may carry out or cause to be carried out, the required restoration and reinstatement works or as much work as remains undone (**restoration works**). All costs incurred by the local government relating to the restoration works are a debt owing by the <u>applicant\_developer</u> to the local government.

- (2) Where a bank guarantee or security deposit has been provided by the <u>applicant developer</u> and the costs of the restoration works exceed the bank guarantee or security deposit amount, the balance of the costs will be a debt owing by the <u>applicant developer</u> to the local government.
- (3) The <u>applicant developer</u> shall pay to the local government on demand all administrative, legal, contractor and other costs including, but not limited to loss of income, estimated or incurred by the local government to restore and reinstate the site or which the local government may be required to pay under this clause.
  - (4) The local government may apply the proceeds of any bank guarantee or security deposit obtained under clause 8.2 to meet any costs incurred by it under this clause.
- (5) The liability of the <u>applicant developer</u> to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 8.2.

## 8.4 Obligation to provide bank guarantee or security deposit

When required under this local law, an <u>applicant</u> <u>developer</u> must provide the local government with a bank guarantee or pay a security deposit in the amount determined by the local government.

# Part 9 - Works on or affecting a thoroughfare

## Division 1 – Works affecting a thoroughfare

## 9.1 No damage to thoroughfare

A person shall not damage, without lawful authority, a thoroughfare or anything belonging to or under the care, control or management of the local government that is on a thoroughfare, including but not limited to a footpath, verge or street tree.

#### 9.2 Footpath, verge and street tree protection

- (1) The owner, occupier, licensee or contractor who undertakes works on a private property adjacent to a footpath, verge or street tree, shall
  - take all necessary precautions to ensure that the footpath, verge or street tree is not damaged during the course of the works; and
  - (b) take all necessary action to ensure that the footpath remains in a safe functional state suitable for use by the public.; and
  - (c) notify the local government of any existing damage to the footpath, verge or street tree prior to the commencement of the works.
- (2) A person who carries out any building or other operations or works on private property necessitating the crossing of a footpath with vehicles that may cause damage to the footpath, verge or a street tree, shall ensure that
  - (a) all reasonable precautions are taken to prevent damage to the footpath, verge or street tree during the course of the works; and
  - (b) heavy vehicles that access the private property, are to cross the footpath at the designated area for the proposed vehicle crossing for that private property.
- (3) If a person fails to comply with subclause (1) or (2) and a footpath, verge or street tree is thereby damaged, the local government may by Notice to that person require that person within the time stated in the Notice to pay the costs of reinstating or repairing the footpath, verge or street tree.
- (4) On a failure to comply with a Notice issued under subclause (3), the local government may recover the costs referred to in the Notice as a debt due to it in a court of competent jurisdiction.

## 9.3 Liability for damage to thoroughfare

- (1) Where a person unlawfully damages a thoroughfare or any thing belonging to or under the care, control or management of the local government that is on a thoroughfare, the local government may by Notice to that person require that person within the time stated in the Notice to, at the option of the local government, pay the costs of -
  - reinstating the thoroughfare or thing to the state it was in prior to the occurrence of the damage; or
  - (b) replacing that thing.
- (2) On a failure to comply with a Notice issued under subclause (1), the local government may recover the costs referred to in the Notice as a debt due to in a court of competent jurisdiction.

# Division 2 – Verge treatments

#### 9.4 Definitions

In this Part, unless the context otherwise requires -

- (a) garden means a verge that is planted, developed or treated, otherwise than as a lawn, with one or more plants that:
  - (i) where possible, are waterwise or native;
  - (ii) are not prickly and do not have spines;
  - (iii) are not known to be poisonous or cause allergic reactions;
- (b) *lawn* means a verge which is planted only with grass, or with a similar plant but does not include synthetic turf or lawn;
- (c) owner means an owner or occupier of land adjacent to a verge; and
- (d) verge treatment means a:
  - (i) garden;
  - (ii) lawn; and/or
  - (iii) permitted landscaping feature,

installed in a verge and includes reticulation pipes and sprinklers but excludes paving or other treatments for the purpose of parking vehicles.

## 9.5 Verge treatment

An owner may install a verge treatment on a verge, in accordance with the requirements of this Part 9 Division 2.

## 9.6 Maintenance of verge treatments

An owner who installs or maintains a verge treatment must ensure:

- (a) the verge treatment is maintained:
  - in good and tidy condition, including removing build-up of leaves and grass clippings; and
  - to ensure clear lines of sight for pedestrians, cyclists and motorists are provided at all times;

(b) if the treatment includes lawn, the lawn is regularly mowed;

- (e)(b) the verge treatment is setback from and provides clear access to any infrastructure such as power poles and underground services within, under or over the verge; and
- (d)(c)\_any footpath running alongside the verge is kept clear of plants and landscaping features.

## 9.7 Permitted landscaping features

Unless otherwise approved by the local government, the following restrictions apply to landscaping features installed in a verge:

(1) raised garden beds, seating or benches, decorations and lighting must:

- (a) be constructed of durable material, securely installed with no sharp edges, corners or fixtures;
- (b) be built to a height not exceeding 0.5 metres;
- (c) provide a minimum 0.5 metre setback from any street tree;
- (d) provide a minimum 0.5 metre setback from the face of the kerb;
- (e) maintain clear access for parked cars at all times; and
- (f) only solar lighting is permitted within a verge;
- (2) rocks, stones or logs must:
  - (a) maintain clear access for parked vehicles at all times; and
  - (b) be of a size and installed securely so as to not be easily moved; and
- (3) compacted gravel pathways must provide a minimum 0.5 metre setback from any street trees; and
- (4)(3) compacted gravel pathways, paved pathways and bin stands (for non-parking purposes) must:
  - (a) be finished level to be flush with the adjacent footpath, driveway, kerb and verge soil level; and
  - (b) provide a minimum 0.5 metre setback from any street trees.

#### 9.8 Damage to local government property

Any damage to the footpath, kerb, thoroughfare or carriageway caused by a person installing a verge treatment must be repaired or made good, to the satisfaction of the local government, by that person at his or her cost.

# 9.9 Removal of verge treatments

The local government may remove any verge treatment at any time if it considers the verge treatment is contrary to these local laws or poses a hazard to or interference with persons or property.

#### 9.10 Enforcement

The local government may give a Notice to an owner who has installed or maintained a verge treatment in front of their land, requiring that owner, within the time specified in the Notice, to make good any breach of this Division, or to remove all or any part of a verge treatment that does not comply with this Division.

## Division 3 – Public works

### 9.11 Public works on verges

- (1) For the purpose of carrying out any works the local government or any authority empowered by law to dig up a thoroughfare or carry out any other works on a thoroughfare, may without notice and without being liable to compensate any person, dig up all or part of a thoroughfare and disturb any verge treatment placed there by an owner or occupier of adjacent land.
- (2) Where the local government digs up or carries out any works in a verge which has a verge treatment which complies with Division 2, then the local government shall use its best endeavours to –

- (a) replace and restore any reticulation pipes and sprinklers; and
- (b) back fill with sand any garden or lawn, but otherwise shall not be liable to replace or restore any verge treatment and in particular any plant, or other vegetation or any surface or in any event, shall not be liable to any person for any damage or disturbance caused.

# 9.12 Contribution towards construction of standard vehicle crossings

For the purpose of determining the local government's contribution towards the construction of a standard vehicle crossing as stipulated in regulation 15 of *the Local Government (Uniform Local Provisions) Regulations 1996*, a *standard crossing* is a standard vehicle crossing for a residential area.

## 9.13 Temporary vehicle crossings

- (1) Where it is likely that works on a lot will involve vehicles leaving on a thoroughfare and entering the lot, the person responsible for the works shall obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where
  - (a) a crossing does not exist; or
  - (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.
- (2) The person responsible for the works in subclause (1) is to be taken to be -
  - (a) the builder named on the building licence issued under the *Local Government* (*Miscellaneous Provisions*) Act 1960, if one has been issued in relation to the works; or
  - (b) the registered proprietor of the lot, if no building licence has been issued under the *Local Government (Miscellaneous Provisions) Act 1960* in relation to the works.
- (3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

#### 9.14 Removal of redundant vehicles crossings

- (1) Where works on a lot will result in a crossing no longer giving access to an internal driveway or constructed parking amenity on the lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.
- (2) The local government may give Notice to the owner or occupier of a lot requiring her or him to
  - (a) remove any part or all of a crossing which does not give access to the lot; and
  - (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal, within the period of time stated in the Notice, and the owner or occupier of the lot shall comply with that Notice.

# Part 10 - Activities on thoroughfares and local government property

#### 10.1 General prohibitions

A person shall not -

- (a) plant any tree or plant (except grasses or a similar plant) within 10 metres from the truncation of an intersection;
- (b) damage a lawn or a garden or remove a plant or part of a plant from local government property unless –
  - the person is the owner or the occupier of the land abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;
- (c) place on any footpath any fruit, fruit skins or other substance or fluid (whether vegetable or otherwise, but not water) which may create a hazard for any person using the footpath;
- (d) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (e) within a mall, arcade or verandah of a shopping centre, ride any wheeled recreational device or similar device; or
- (f) prune, injure, poison, remove or kill by felling, poisoning or other means, any tree on a thoroughfare or any local government property, unless the person is:
  - (i) acting under the authority of the local government; or
  - (ii) acting under authority of a written law.

## 10.2 Activities allowed with a permit

- A person will not without a permit -
  - (a) dig or otherwise create a trench through or under a kerb, carriageway or footpath;
  - (b) subject to Part 9 of this local law, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only during the period of time advertised in connection with that collection by the local government;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare;
  - (g) light any fire or burn any thing on a thoroughfare;
  - (h) fell any tree onto a thoroughfare;
  - (i) if installing a verge treatment in accordance with any requirements specified in this local law, to –

- (i) lay pipes under or provide taps on any verge; or
- place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
- provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
- (k) on a public place use anything or do anything so as to create a nuisance;
- (1) place or cause to be placed on a thoroughfare a bulk rubbish container;
- (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare; or
- (n) place or cause to be placed on a footpath or thoroughfare, a planter box or pots.
- (2) The local government may grant a permit in accordance with subclause (1) subject to conditions.

# Part 11 - Notices of breach

#### 11.1 Offence to fail to comply with Notice

Whenever the local government serves a Notice under this local law requiring a person to do any thing, if a person fails to comply with the Notice, that person commits an offence.

#### 11.2 Local government may undertake requirements of Notice

Where a person fails to comply with a Notice referred to in clause 11.1, the local government may by its employees, agents or contractors carry out the works and do all things specified in the Notice and may recover from that person, as a debt, the costs incurred in so doing.

### 11.3 Notice to remove, redirect or repair sprinkler

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to either remove, move or alter the direction of the sprinkler or other watering equipment.

# 11.4 Hazardous plants

Where a plant or tree in a garden creates or may create a hazard for any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.

## 11.5 Notice to repair damage to thoroughfare

- (1) Where any portion of a thoroughfare, verge or footpath has been damaged, or is in the opinion of an authorised person, dangerous to the public, the local government or an authorised person may by Notice to the person who caused the damage or dangerous condition, order the person to repair or replace that portion of the thoroughfare, verge or footpath to the satisfaction of the local government, and within the timeframe stipulated in the Notice.
- (2) If a person does not comply with a Notice provided under subclause (1), to the satisfaction of the local government, that person commits an offence.

#### 11.6 Notice to remove thing unlawfully placed on thoroughfare

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by Notice to the owner or the occupier of the land abutting on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, requiring that person or the owner or occupier, as the case may be, to remove the thing within the time specified in the above Notice.

# Part 12 - Objections and review

# 12.1 Application of Division 1, Part 9 of the Act

When the local government makes a decision as to whether it will -

- (a) grant a person a permit, approval or consent under this local law; or
- (b) renew, vary or cancel a permit, approval or consent that a person has under this local law, the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

# Part 13 - Miscellaneous

### 13.1 Authorised person to be obeyed

A person on local government property shall obey any lawful direction of a Manager or an authorised person.

# 13.2 Persons may be refused admission or directed to leave local government property or a community facility

- (1) Subject to subclause (2), an authorised person or Manager may refuse to allow entry, suspend admission or direct a person to leave local government property where:
  - (a) the authorised person or Manager reasonably suspects that the person has -
    - (i) contravened a provision of this local law;
    - (ii) behaved in a disorderly manner;
    - (iii) used indecent, offensive, profane or insulting language;
    - (iv) created or taken part in any disturbance whereby a crowd has gathered;
    - (v) committed an act of indecency; or
  - (b) the person has been deemed undesirable by the local government or the authorised person by reason of his or her past conduct.
- (2) The refusal or suspension referred to in subclause (1) can be for a period of up to 12 months as decided by the authorised person or Manager.
- (3) A person shall, on being requested by the authorised person to leave the local government property, do so immediately, quietly and peaceably.
- (4) A person who fails to comply with a request under subclause (3) may be removed from the local government property by an authorised person or a Police Officer.

### 13.3 Liability for damage to local government property

Where a person unlawfully damages or causes damage to or detrimentally affects the appearance or nature of any local government property, the local government may by Notice to that person require that person within the time specified in the Notice to, at the option of the local government, pay the costs of -

- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
- (b) replacing that property.

### 13.4 Public liability insurance policy

- (1) Where, as a condition of a permit, the permit holder is required to obtain and maintain a public liability insurance policy, the permit holder shall
  - (a) effect and maintain a policy of insurance in the name of the permit holder in respect to any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;
  - (b) ensure that any policy of insurance referred to in subclause (1)(a) indemnifies the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;

- (c) effect and maintain the policy of insurance referred to in subclause (1)(a) for the duration of the permit;
- (d) immediately notify the local government if the policy of insurance cover lapses, in which case the permit may be cancelled by the local government in accordance with clause 3.15;
- (e) at any time requested by the local government, provide the local government with a certificate of currency confirming that public liability insurance cover is in place;
- (f) ensure that, as a minimum, the permit holder's public liability insurance policy provides coverage of \$20 million (twenty million dollars), or such other amount as the local government considers appropriate to the risk and liability involved in the activity authorised by the permit;
- (g) upon the request of the local government (in its absolute discretion), increase the minimum value of coverage at the public liability insurance policy renewal date; and
- (h) ensure that the public liability insurer of the permit holder is a reputable insurer licensed to conduct insurance business in Australia in accordance with the guidelines issued by the Australian Prudential Regulatory Authority.
- (2) A permit holder who refuses to or cannot provide a current certificate of insurance at least 14 days prior to the commencement of any activity, action or thing performed or erected in accordance with the permit, as required in accordance with subclause (1) commits an offence.
- (3) A permit holder must provide the local government with a copy of their certificate of insurance currency at any time requested by the local government, including at the permit application stage.

# 13.5 Payment of application fees

Where a fee or charge applies to the entry to, use of or participation in an activity on or in any local government property, a person shall not enter that property without first paying the applicable fee or charge, unless that person has been exempted by the local government from paying that fee or charge.

# 13.6 No unauthorised entry to function

- (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except –
  - (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

# Part 14 - Offences

# **Division 1 – Offences and penalties**

# 14.1 Offences and general penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not less than \$300 and not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

#### 14.2 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purpose of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that -
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

## 14.3 Infringement notices and infringement withdrawal notices

- (1) For the purpose of this local <u>law</u>-
  - (a) where a vehicle is involved in the commission of an offence, the form of the infringement notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice referred to in section 9.16 and 9.17 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (c) the form of the withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

#### 14.4 Evidence of a determination

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a copy of an extract from the register certified as a true copy by the CEO.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

# Schedule 1

# Prescribed offences (clause 14.2(1))

Item	Clause	Description	Modified Penalty S
1.	2.4	Failure to comply with determination	100
2.	3.8	Failure to comply with conditions of a permit	100
3.	3.14	Failure to produce permit when required by an authorised person	100
4.	3.18(1)	Failure to obtain a permit	250
5.	3.18(2)	Failure to obtain a permit to carry out works on local government property	500
6.	3.18(3)	Failure to obtain a permit to use local government property or a community facility for a for profit purpose	500
7.	3.19(1)	Failure to obtain a permit to camp outside a facility or erect structure	100
8.	3.20	Consumption or possession of liquor without a permit	100
9.	3.21	Failure of permit holder to comply with responsibilities	100
10.	4.2(1)	Failure to use correct toilet block or change room	100
11.	4.2(3)(a)	Loiter outside or act in an unacceptable manner in any toilet block	200
12.	4.2(3)(b)	Enter or attempt to enter an occupied cubicle or compartment	200
13.	4.3(1)	Failure to wear adequate clothing to secure decency	200
14.	4.3(2)	Failure to comply with direction of authorised person, to wear adequate clothing	250
15.	4.4(2)	Behaviour detrimental to property	100
16.	4.5(2)(a)	Take, injure or kill, or attempt to take, injure or kill any fauna	500
17.	4.5(2)(b)	Take onto, set or use any animal, bird or fish trap while on any local government property	250
18.	4.5(2)(c)	Remove, prune or damage any flora	250

19.	4.6	Under influence of liquor or prohibited drug or substance	100
20.	4.7	Take, consume or use a prohibited drug or substance on local government property	250
21.	4.8(2)	Failure to comply with sign on local government property	100
22.	5.3(a)	Consume food or drink in a prohibited area	100
23.	5.3(b)	Climbing up or upon a community facility	100
24.	5.3(c)	Enter or use, or attempt to enter or use a community facility whilst unclean or suffering from a contagious, infectious or cutaneous disease	100
25.	5.3(d)	Using soap or shampoo in any part of the pool area other than in the change rooms	100
26.	5.3(e)	Using any detergent, substance or oil in any pool or spa	100
27.	5.3(f)	Fouling or polluting the water in any shower, pool or spa	100
28.	5.3(g)	Bringing into any part of the pool area or place thereon any chemical substance, liquid or powder	100
29.	5.3(h)	Bringing into any part of the pool area any glass containers	100
<del>30.</del> -	<del>5.3(i)</del>	Smoking in or about the community facility	100
<del>31.<u>30.</u></del>	5.3(ij)	Deliberately waste or wastefully use fresh or potable water in the pool area	100
<u>32.31.</u>	5.3(jk)	Spitting or expectorating in any part of the community facility, other than in a water closet	300
<del>33.<u>32.</u></del>	5.3( <u>k</u> l)	Entering a pool or spa in a dirty or unclean condition	100
<del>3</del> 4. <u>33.</u>	5.3( <u>lm</u> )	Using a mobile phone, camera or other recording device in a change room at a community facility	500
<del>35.<u>34</u>.</del>	5.5(1)	Launch a boat into river other than from an approved boat launching ramp or area permitted by signs	100
<del>36.<u>35</u>.</del>	5.5(2)	Launch personal watercraft into river other than from a boat launching ramp	100
<u>37.36.</u>	5.6(1)	Fishing in an area where fishing is prohibited or restricted by signs	100

<del>38.</del> <u>37.</u>	5.6(2)(a)	Clean fish or cut bait that causes a nuisance to river users	100
<del>39.<u>38.</u></del>	5.6(2)(b)	Leave or deposit fish offal or bait on land or in the river	100
4 <del>0.</del> <u>39</u> .	5.7	Unauthorised entry to an area fenced off or closed to the public	250
41. <u>40.</u>	5.9(1)	Installing an air conditioning unit without approval	250
4 <u>2.4</u> 1.	5.11	Erecting or maintaining an awning, balcony or verandah without a permit or approval	250
4 <u>3.4</u> 2.	5.12	Erecting an awning, balcony or verandah that does not comply with dimensions	250
44. <u>43</u> .	5.13	Erecting an awning, balcony or verandah that does not comply with design requirements	250
45. <u>44</u> .	5.15	Erecting a permanent structure within a thoroughfare or road reserve without approval	250
46. <u>45</u> .	5.17(1)	Smoke in a smoke free area	100
47. <u>46</u> .	5.17(2)	Failure to extinguish tobacco product or e-cigarette upon direction of an authorised person	200
4 <del>8.<u>4</u>7.</del>	6.2(1)	Displaying an advertising sign that requires a sign permit on local government property without a sign permit	250
4 <del>9.<u>4</u>8.</del>	6.3(1)	Erecting or placing a portable direction sign that requires a sign permit on local government property without a sign permit	250
<del>50.<u>4</u>9</del> .	6.4(1)	Placing or erecting an advertising sign or portable direction sign in a prohibited area	250
<del>51.<u>5</u>0.</del>	6.4(2)(a)	Failing to maintain a sign in safe and serviceable condition at all times	100
<del>52.</del> 51.	6.4(2)(b)	Failing to ensure that a sign is of a safe and stable design	100
<del>53.</del> <u>52</u> .	6.4(2)(c)	Failing to ensure the free passage of persons using footpath at all times	100
<del>5</del> 4. <u>53</u> .	6.4(2)(d)	Failing to remove sign at close of business each day or end of event	100
<del>55.<u>5</u>4</del> .	6.6(2)	Failing to display a sign in accordance with conditions of sign permit	100
<del>56.<u>55</u>.</del>	6.7(a)	Failing to maintain sign in safe and serviceable condition at all times	100

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<del>57.</del> 56.	6.7(b)	Refusing to conspicuously display the sign permit number on a sign	50
<del>58.</del> <u>57.</u>	6.7(c)	Failing to ensure that a sign is of a safe and stable design	100
<del>59.</del> 58.	6.7(d)	Failing to display sign in the approved location	100
60. <u>59</u> .	6.7(e)	Failing to ensure the free passage of persons using the footpath	100
<del>61.<u>6</u>0.</del>	6.8	Erecting or displaying an election sign without a permit when a permit is required by the local government	500
<u>62.61</u> .	6.9	Permitting a sign to be displayed in an unsafe or dangerous manner	250
<del>63.<u>62</u>.</del>	6.10	Refusing or failing to remove a sign to allow sweeping, cleaning or other authorised works	100
<del>64.<u>6</u>3.</del>	6.11	Refusing or failing to remove a sign when requested to do so	250
<del>65.</del> 64.	6.12	Placing or permitting a sign contrary to the requirements of the local law	250
<del>66.<u>65</u>.</del>	7.3(1)	Leaving a shopping trolley in public place other than trolley bay	100
<del>67.<u>66</u>.</del>	7.3(2)	Leaving a shopping trolley for a period in excess of 3 hours	100
<del>68.</del> 67.	8.3(1)	Failure to carry out or complete reinstatement works on affected local government property	500
<del>69.<u>68</u>.</del>	8.4	Failure to provide a bank guarantee or pay a security deposit when required by local government	500
<del>70.<u>6</u>9</del> .	9.1	Damaging a thoroughfare or anything belonging to or under the care control and management of the local government that is on a thoroughfare	500
<del>71.</del> 70.	9.2(1)(a)	Failing to take necessary precautions to ensure footpaths, verges or trees are not damaged during works	500
<del>72.</del> 71.	9.2(1)(b)	Failing to ensure footpath remains in a safe and functioning state suitable for use by the public	500
<del>73.<u>72</u>.</del>	<u>9.2(2)(a)</u> 9.2(1)(c)	Failing to take reasonable precautions to prevent damage to footpath, verge or street treeFailing to notify local government of existing footpath damage prior to commencement of works	<u>500</u> 100
74. <u>73.</u>	<u>9.5</u> 9.2(2)(a)	Failure to install or maintain a verge in accordance with the local lawsFailing to take reasonable	<u>250</u> 500

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		precautions to prevent damage to footpath, verge or street tree	
<del>75.</del> 74.	<u>9.8</u> 9.5	Failing to rectify damage caused to footpath, kerb, thoroughfare or carriageway when installing a verge Failure to install or maintain a verge in accordance with the local laws	<u>250</u> 250
<del>76.<u>75.</u></del>	<u>9.13(1)</u> 9.8	Failing to obtain permit for temporary crossingFailing to rectify damage caused to footpath, kerb, thoroughfare or carriageway when installing a verge	<u>200</u> 250
<del>77.</del> 76.	<u>9.14(2)</u> 9.13(1)	Failing to comply with notice to remove crossing and reinstate kerbFailing to obtain permit for temporary crossing	<u>250</u> 200
78. <u>77.</u>	<u>10.1(a)</u> 9.14(2)	Planting of tree or plant which exceeds 500mm in height on local government property within 10metres from the truncation of an intersectionFiling to comply with notice to remove crossing and reinstate kerb	<u>100</u> 250
<del>79.<u>78.</u></del>	<u>10.1(b)</u> <del>10.1(a)</del>	Damaging lawn or garden, or remove any plant without authorityPlanting of tree or plant which exceeds 500mm in height on local government property within 10metres from the truncation of an intersection	<u>100</u> <del>100</del>
<del>80.<u>79</u>.</del>	<u>10.1(c)</u> <del>10.1(b)</del>	Placing any fruit, substance or fluid on footpath which may create a hazardDamaging lawn or garden, or remove any plant without authority	<u>100</u> 100
<del>81.<u>80</u>.</del>	<u>10.1(d)</u> 10.1(c)	Damaging or interfering with signpost or structure on thoroughfarePlacing any fruit, substance or fluid on footpath which may create a hazard	<u>200</u> 100
<u>82.81.</u>	<u>10.1(e)</u> 10.1(d)	Riding any wheeled recreational device in a mall, arcade or verandah of a shopping centreDamaging or interfering with signpost or structure on thoroughfare	<u>100</u> 200
<del>83.<u>82.</u></del>	<u>10.1(f)</u> <del>10.1(e)</del>	Damaging pruning, injuring, poisoning, removing or killing a tree, which includes a tree on a verge, thoroughfare or local government property without the approval of the local governmentRiding any wheeled recreational device in a mall, arcade or verandah of a shopping centre	<u>500</u> 100
84. <u>83.</u>	<u>10.2(1)(a)10.1(f)</u>	Digging a trench through a kerb or footpath without <u>a permitDamaging pruning, injuring, poisoning,</u> removing or killing a tree, which includes a tree on a verge, thoroughfare or local government property without the approval of the local government	<u>200</u> 500
<del>85.<u>8</u>4.</del>	<u>10.2(1)(b)</u> 10.2(1)(a)	Throwing or placing anything on a verge without a permitDigging a trench through a kerb or footpath	<u>200</u> 200

		without a permit	
<del>86.<u>85</u>.</del>	<u>10.2(1)(c)</u> 10.2(1)(b)	Causing obstruction to vehicle or person on thoroughfare without a permit Throwing or placing anything on a verge without a permit	<u>200</u> 200
<del>87.<u>86.</u></del>	<u>10.2(1)(d)</u> <del>10.2(1)(c)</del>	Causing obstruction to water channel on thoroughfare without a permitCausing obstruction to vehicle or person on thoroughfare without a permit	<u>200</u> 200
<del>88.<u>8</u>7.</del>	<u>10.2(1)(e)</u> <del>10.2(1)(d)</del>	Placing or draining offensive fluid on thoroughfare without a permitCausing obstruction to water channel on thoroughfare without a permit	<u>300</u> 200
<del>89.<u>88</u>.</del>	<u>10.2(1)(f)</u> 10.2(1)(e)	Damaging a thoroughfarePlacing or draining offensive fluid on thoroughfare without a permit	<u>200</u> 300
<del>90.<u>8</u>9.</del>	<u>10.2(1)(g)</u> 10.2(1)(f)	Lighting a fire on a thoroughfare without a permitDamaging a thoroughfare	<u>300</u> 200
<del>91.</del> 90.	<u>10.2(1)(h)</u> 10.2(1)(g)	Felling tree onto thoroughfare without a permitLighting a fire on a thoroughfare without a permit	<u>200</u> 300
<u>92.91.</u>	<u>10.2(1)(i)</u> 10.2(1)(h)	Installing pipes or stone on thoroughfare without a permitFelling tree onto thoroughfare without a permit	<u>200</u> 200
<del>93.<u>92</u>.</del>	<u>10.2(1)(j)</u> <del>10.2(1)(i)</del>	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permitInstalling pipes or stone on thoroughfare without a permit	<u>200</u> 200
<del>94.<u>93</u>.</del>	<u>10.2(1)(k)</u> 10.2(1)(j)	Creating a nuisance on a public place without a <u>permit</u> Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	<u>200</u> 200
<del>95.</del> 94.	<u>10.2(1)(1)</u> 10.2(1)(k)	Placing a bulk rubbish container on a thoroughfare without a permitCreating a nuisance on a public place without a permit	<u>100</u> 200
<del>96.<u>95</u>.</del>	<u>10.2(1)(m)</u> 10.2(1)(l)	Interfering with anything on a thoroughfare without <u>a permitPlacing a bulk rubbish container on a</u> thoroughfare without a permit	<u>200</u> 100
<del>97.<u>96</u>.</del>	<u>10.2(1)(n)</u> 10.2(1)(m)	Placing a planter box or pot on a footpath or thoroughfareInterfering with anything on a thoroughfare without a permit	<u>100</u> 200
<del>98.<u>9</u>7.</del>	<u>11.110.2(1)(n)</u>	Failing to comply with notice given under local law where not specified in Schedule <u>1</u> Placing a planter box or pot on a footpath or thoroughfare	<u>500</u> 100
<del>99.</del> 98.	<u>13.4(2)</u> <del>11.1</del>	Failure to hold or provide a current certificate of currency to an authorised person when requestedFailing to comply with notice given under	<u>250</u> 500

		local law where not specified in Schedule 1	
<del>100.<u>99.</u></del>	<u>13.5</u> 13.4(2)	Failing to pay the applicable fee to enter, use or participate in an activity on local government propertyFailure to hold or provide a current certificate of currency to an authorised person when requested	<u>100</u> 250
<del>101.<u>100</u></del>	<u>13.6(1)</u> <del>13.5</del>	Entering local government property or building other than through the proper entrance or without payment of the admission feeFailing to pay the applicable fee to enter, use or participate in an activity on local government property	<u>100</u> <del>100</del>
<del>102.<u>1</u>01</del>	<u>14.1(1)</u> <del>13.6(1)</del>	Other offences not specifiedEntering local government property or building other than through the proper entrance or without payment of the admission fee	<u>100</u> 100
<del>103.<u>102</u></del>	14.1(1)	Other offences not specified	100

# **City of Vincent**

Local Government Act 1995

Local Government Property Local Law 2021

Local Government Property Local Laws 2021

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# LOCAL GOVERNMENT ACT 1995

# CITY OF VINCENT

### LOCAL GOVERNMENT PROPERTY LOCAL LAW 2021

Under the powers conferred by the Local Government Act 1995 and under all other powers enabling it, the Council of the City of Vincent resolved on (date) to make the following local law.

# Part 1 - Preliminary

# 1.1 Citation

This local law may be cited as the City of Vincent Local Government Property Local Law 2021.

# 1.2 Objective

- (1) The objective of this local law is to provide for the regulation, control and management of activities and facilities on local government property, thoroughfares and public places within the district.
- (2) The effect of this local law is to establish the requirements with which any person using or being on local government property, thoroughfares and public places within the district must comply.

#### 1.3 Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

#### 1.4 Repeal

The following local laws adopted by the City of Vincent:

- (a) Local Government Property Local Law 2008, published in the Government Gazette on 15 April 2008;
- (b) Local Government Property Amendment Local Law 2008, published in the Government Gazette on 7 October 2008;
- (c) Local Government Property Amendment Local Law 2009, published in the Government Gazette on 27 February 2009; and
- (d) Local Government Property Local Law No.1, 2013, published in the Government Gazette on 21 May 2013,

are repealed on the day this local law comes into operation.

# 1.5 Application

- (1) This local law applies throughout the district.
- (2) Unless otherwise provided for in this local law, the local government may -
  - (a) hire local government property to any person; or
  - (b) enter into an agreement with any person regarding the use and/or occupation of any local government property.

#### 1.6 Definitions

In this local law unless the context requires otherwise -

Act means the Local Government Act 1995;

*applicant* means a person who applies to the local government to use local government property, in accordance with this local law;

*authorised person* means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

*boat* means any ship, structure or vessel, capable of being used in navigation by water, however propelled or moved, and includes a jet ski or dinghy;

*carriageway* means the bitumen or paved portion of a thoroughfare used or intended for use by vehicles;

CEO means the Chief Executive Officer of the local government;

*change room* means the room or area designated as a change room, bathroom or toilet in a public place such as a pool premises;

commencement day means the day on which this local law comes into operation;

*community facility* means a facility being local government property operated for the benefit of the public, and includes a hall, public swimming pool, library, leisure centre, recreation centre, child care centre, child health clinic, aged persons centre and the like;

Council means the Council, from time to time, of the local government;

*decency* means wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure;

determination means a determination made under clause 2.1;

district means the district of the local government;

drone means a powered aerial vehicle that does not carry a human operator and is piloted remotely;

*e-cigarette* means a portable device that is designed to generate or release an aerosol or vapour for personal use;

face of kerb means the side of the kerb adjacent to the carriageway;

*fence* means any artificially created barrier whether temporary or permanent including post and rails, chain, metal, wire or pipe;

*firework* means a device such as a Catherine wheel, a roman candle, a rocket or the like, in which combustible materials are ignited and produce coloured smoke, flames and (sometimes) an explosion or loud noise and *fireworks display* means a show of a number of fireworks set off over a prearranged period;

fishing means to use any line, lure, rod, pot or other method for the purpose of catching marine life;

*footpath* means a path set aside for use by pedestrians and cyclists that is on or runs through a road reserve, park, reserve or thoroughfare, and includes all that part of a thoroughfare lying between the edge of the carriageway and the property boundary nearest to that edge on the same side of the thoroughfare;

function means an event or activity characterised by all or any of the following -

- formal organisation and preparation;
- (2) its occurrence is generally advertised or notified in writing to particular persons;

- (3) organised by or on behalf of a club;
- (4) payment of a fee to attend it; and
- (5) systematic recurrence in relation to the day, time and place,

*indecent exposure* means the revealing to view of those parts of the body, especially the genitals, which by law and convention should be covered by clothing under the given circumstances;

*garden* means a verge or other area within a local government property that is planted, developed or treated, otherwise than as a lawn, with one or more plants;

kerb means the edge of a carriageway;

landscaping feature means any:

- raised garden beds;
- (2) rocks, stones or logs;
- (3) compacted crushed gravel pathways;
- (4) paved pathways or bin stand areas;
- (5) seating or benches; and/or
- (6) decorations and lighting,

installed within a garden or verge;

*lawn* means a verge or other area within a local government property which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government such as a tree;

*liquor* has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988* from time to time:

local government means the City of Vincent;

local government property means anything except a thoroughfare -

- which is owned or leased by the local government;
- (2) of which the local government is the management body under the *Land Administration Act* 1997; or
- which is an "otherwise unvested facility" within the district as defined in section 3.53 of the Act;

*local public notice* has the same meaning as is given to it in section 1.7(1) of the Act from time to time:

*lot* means a defined portion of land in accordance with the meaning given to it in section 4(1) of the *Planning and Development Act 2005* from time to time;

*Manager* means the person for the time being employed by the local government to control and manage a community facility or other facility which is local government property and includes the person's assistant or deputy;

*Notice* means a written notice (in any form, including electronic) issued by the local government or an authorised person under these local laws;

*nuisance* means any activity, thing, condition, circumstance or state of affairs caused or contributed to by a person which:

(1) is injurious or dangerous to the health of another person of normal susceptibility; or

(2) which has a disturbing effect on the state of the physical, mental or social well- being of another person of normal susceptibility;

*permit* means written confirmation from the local government of an applicant's right to use local government property in accordance with this local law and may include electronic confirmation and/or a reference number;

permit holder means a person who holds a valid permit;

*person* means a natural person, body corporate (as defined in the *Corporations Act 2001* (Cth)) or other legal entity such as an incorporated association, government or government agency but does not include the local government;

*premises* means a building, stadium or structure which is located on local government property, but excludes an open public space such as a park or a playing field;

*private property* means any real property, parcel of land or lot that has a separate certificate of title, which is in private ownership or the subject of a lease or agreement with a person enabling its use for private purposes and includes any building or structure thereon;

*publication date* means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

*public place* means any thoroughfare or place which the public are allowed to use, whether the thoroughfare or place is or is not on private property and includes parklands, squares, reserves, beaches and other lands set apart for the use and enjoyment of the public, including local government property, but does not include a building or structure on private property from which trading is lawfully conducted;

Regulations means the Local Government (Functions and General) Regulations 1996;

#### Relevant Authority:

- any government or government authority in any jurisdiction, whether federal, state, territorial or local (including the Western Australian Planning Commission);
- (2) any provider of public utility services, whether statutory or not; and
- (3) any other person, authority, instrumentality or body having jurisdiction, rights, powers, duties or responsibilities over the affected land or any part of them;

*sign* includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

smoke and/or smoking means to:

- (1) smoke, hold or otherwise have control over an ignited tobacco product;
- light a tobacco product; or
- (3) use an e-cigarette;

street tree means a tree in a thoroughfare;

*thoroughfare* has the same meaning as defined in section 1.4 of the Act, from time to time, and includes a footpath that is local government property;

tobacco product has the same meaning as defined in the Tobacco Products Control Act 2006;

*trading* means selling or hiring, or offering for sale or hire, goods or services, and includes displaying goods for the purpose of:

offering them for sale or hire;

- (2) inviting offers for their sale or hire;
- (3) soliciting orders for them; or
- (4) carrying out any other transaction in relation to them;

*valid* in relation to a permit issued under this local law means current, with all relevant conditions met and for which all the associated fees have been paid in full;

vehicle includes -

- every conveyance and object capable of being propelled or drawn on wheels, tracks or by any means;
- (2) an animal being ridden or driven; and
- (3) a vehicle described or prescribed by the Road Traffic (Vehicles) Act 2014;

but excludes a -

- (4) wheel-chair or any device designed for use by physically impaired persons on a footpath;
- (5) pram, stroller or similar device;
- (6) wheeled recreational device, wheeled toy or a scooter used by a person aged under 12 years; and
- (7) train, boat or aircraft;

verge means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath or kerb; and

*wheeled recreational device* means a wheeled device built to transport a person (whether propelled by human power, electricity, motor or gravity) including:

- a bicycle or unicycle;
- (2) in-line skates, roller-stakes, a skateboard or similar device; and
- (3) a scooter being used by a person aged 12 years or older.

# 1.7 Interpretation

In this local law unless the context requires otherwise a reference to local government property includes a reference to any part of that local government property.

#### 1.8 Fees and Charges

All fees and charges applicable under this local law shall be determined by the local government from time to time in accordance with sections 6.16 to 6.19 of the Act and will be specified in the local government's Schedule of Fees & Charges as amended from time to time.

### 1.9 Assistance animals

This local law is subject to any written law and law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Commonwealth) section 9(2).

# Part 2 - Determinations in respect of Local Government Property

# **Division 1 - Determinations**

### 2.1 Determinations as to use of local government property

The local government may make a determination in accordance with clause 2.2 -

- setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

#### 2.2 Procedure for making a determination

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that -
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the publication date;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c), the Council is to -
  - (a) consider those submissions; and
  - (b) decide -
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice \_
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the publication date.

- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the publication date.
- (7) A proposed determination is to have effect as a determination on and from the publication date of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

# 2.3 Discretion to erect sign

The local government may erect a sign on any local government property to give notice of the effect of a determination which applies to that property.

### 2.4 Determination to be complied with

A person must comply with a determination.

# 2.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

#### 2.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination, it is to give local public notice of the revocation and the determination is to cease to have effect on the publication date.

#### Division 2 – Activities which may be pursued or prohibited under a determination

# 2.7 Activities which may be pursued on specified local government property

- (1) A determination may provide that specified local government property is set aside as an area on which a person may
  - (a) bring, ride or drive an animal;
  - (b) take, ride or drive a vehicle, or a particular class of vehicle;
  - (c) fly or use a motorised model aeroplane, drone or other similar remotely piloted device;
  - (d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
  - (e) launch, beach or leave a boat;
  - (f) take or use a boat, or a particular class of boat;
  - deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;

- (h) play or practice
  - golf or archery;
  - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
  - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
- (i) use a wheeled recreational device; and
- (j) wear no clothing
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular
  - (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

# 2.8 Activities which may be prohibited on specified local government property

- A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property:
  - (a) smoking;
  - (b) using a wheeled recreational device;
  - (c) taking, riding or driving a vehicle or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) taking or using a boat, or a particular class of boat;
  - (f) the playing or practice of:
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
  - (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property;
  - (h) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose; and
  - (i) the use of a motorised model aeroplane, drone or other similar remotely piloted device.

- (2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular
  - (a) the days and times during which the activity is prohibited;
  - (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
  - that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
  - (d) that an activity is prohibited in respect of a class of persons or all persons; and
  - (e) may distinguish between different classes of the activity.

# **Division 3 – Transitional considerations**

# 2.9 Signs taken to be determinations

- (1) Where a sign erected on local government property has been erected under a local law that is repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

# Part 3 - Permits

# **Division 1** – Application of this Part

#### 3.1 Terms used

In this Part:

- (1) *Property* means a local government property or a thoroughfare or a portion thereof; and
- (2) **facility** means a caravan park or camping ground in accordance with section 5(1) of the Caravan Parks and Camping Grounds Act 1995.

## 3.2 Application of this Part 3

- (1) This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government, including (but not limited to) a lease, licence, management agreement or shared use agreement.
- (2) This Part applies to any application for a permit to use a Property.

# Division 2 – Applying for a Permit

#### 3.3 Application for Permit

- A person required to obtain a permit under this local law, must apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law must -
  - (a) be in the form determined by the local government;
  - (b) provide the information and any further documentation required by the form, including (but not limited to) plans, specifications and/or photographs; and
  - (c) be forwarded to the local government together with any fee specified in the form or as specified in the local government's Schedule of Fees and Charges.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may, prior to granting a permit, give local public notice of the application for a permit by an applicant to.
- (5) The local government may refuse to consider an application for a permit
  - (a) which does not comply with the requirements in subclause (2);
  - (b) which is not properly completed; or
  - (c) where any required documentation, plan, specification or photograph does not in the opinion of the CEO or an authorised person, contain sufficient information or is not sufficiently clear to enable the local government to properly consider the application.

# 3.4 Relevant considerations in determining application for permit

Where a clause of this local law refers to matters which the local government is to have regard to in determining an application for a permit, the local government shall have regard to those matters prior to making a decision on an application for a permit under clause 3.5 and, in addition, may have regard to the following matters:

- (a) the desirability of the proposed activity;
- (b) the location of the proposed activity; and
- (c) such other matters as the local government may consider to be relevant in the circumstances of the case.

#### 3.5 Decision on application for permit

- (1) The local government may -
  - (a) approve an application for a permit unconditionally or subject to any conditions, including but not limited to those conditions in clause 3.7; or
  - (b) refuse to approve an application for a permit on any of the grounds specified in clause 3.6, or for any other reason determined at the sole discretion of the local government.
- (2) If the local government approves an application for a permit, it will provide the applicant with Notice accordingly.
- (3) If the local government refuses to approve an application for a permit, it is to give Notice of that refusal, including the reasons for the local government's refusal, to the applicant.

### 3.6 Grounds on which an application may be refused

The local government may refuse an application for a permit under this Division on any one or more of the following grounds:

- (a) that within the preceding 5 years the applicant has committed a breach of any provision of this local law, or any other written law or condition of a lease or licence or hire arrangement between the applicant and the local government relevant to the activity in respect of which the permit is sought;
- (b) that the applicant in the opinion of the local government is not a fit and proper person to hold a permit;
- (c) that -
  - (i) the applicant is an undischarged bankrupt or is in liquidation; or
  - (ii) the applicant has entered into any composition or arrangement with creditors;
- (d) the local government deems the permit application to be for an activity which is not appropriate for the local government property or thoroughfare for which the permit is sought; or
- (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

# **Division 3 - Conditions**

#### 3.7 Conditions which may be imposed on a permit

Without limiting the generality of clause 3.5(1)(a), the local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of fees, charges and bonds, as determined by the local government in accordance with sections 6.16 and 6.19 of the Act and specified in the local government's Schedule of Fees and Charges, as amended from time to time;
- (b) compliance with a standard or policy of the local government adopted by the local government;

- (c) the duration and commencement of the permit;
- (d) the commencement of the permit being contingent on the happening of an event;
- the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (f) the approval of another application for a permit which may be required by the local government under any written law;
- (g) the area of the district to which the permit applies;
- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit, bond or secure sum against such damage; and
- (i) the obtaining of public liability insurance in an amount and on terms reasonably required by the local government as set out in clause 13.4.

# 3.8 Compliance with permit conditions

Where an application for a permit has been approved for an activity defined in clause 3.18(1) subject to conditions, the permit holder shall comply with each of those conditions.

#### 3.9 Amendment of permit conditions

- (1) A permit holder may apply in writing to the local government to vary or amend any of the terms or conditions of the permit.
- (2) The local government may, in respect of an application under subclause (1) -
  - (a) amend the permit, either in accordance with the application or otherwise as it sees fit; or
  - (b) refuse to amend the permit.
- (3) The local government may, at any time, amend any of the terms or conditions of a permit, subject to providing the permit holder with Notice of the reasons for the amendment.
- (4) If the local government amends a permit under this clause, it is to notify the permit holder in writing of the amendment as soon as practicable and the amended condition(s) shall apply from the date of notification, unless otherwise specified in the amendment.

# **Division 4** – General

# 3.10 Erection of a building

- (1) Where a person applies for a permit to erect a building on local government property, the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.
- (2) The person is required to obtain all other necessary approvals to govern the erection of a building, including but not limited to development approval, if applicable, and a permit for use of the local government property.

#### 3.11 Duration of permit

A permit is valid for one year from the date on which it is issued, unless:

- (a) it is otherwise stated in this local law or the permit; or
- (b) cancelled in accordance with clause 3.15.

#### 3.12 Renewal of permit

- (1) A permit holder may apply to the local government in writing prior to the expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part shall apply to an application for the renewal of a permit with all necessary modifications.

# 3.13 Transfer of permit

- (1) An application for the transfer of a valid permit is to -
  - (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, it will provide written confirmation to the former permit holder and the transferee.

#### 3.14 Production of permit

- (1) A permit holder is to produce evidence of a permit to an authorised person immediately upon being required to do so by that authorised person.
- (2) The evidence referred to in subclause (1) may include the written confirmation (electronic version acceptable) provided by the local government or the permit number (if applicable).

## 3.15 Cancellation of permit

- (1) Subject to clause 12.1, a permit may be cancelled by the local government on any one or more of the following grounds:
  - (a) the permit holder has not complied with -
    - (i) condition of the permit; or
    - (ii) provision of this local law or any other written law relating to the activity regulated by the permit.
  - (b) the permit holder is convicted of an offence against this local law;
  - (c) the permit holder fails to maintain any required public liability insurance or ceases to indemnify the local government against damages in connection with loss or damage in connection with an activity conducted by the permit holder under the permit;
  - (d) the permit holder has become bankrupt or gone into liquidation;
  - (e) the permit holder has entered into any composition or arrangement with creditors;
  - (f) if the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (g) if the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents;

- (h) if the local government reasonably considers that the activity permitted by the permit may create a public health, safety or amenity issue;
- (i) if valid development approval is required and not held for the abutting premises at which the business relating to the activity authorised by the permit is conducted; or
- (j) another permit for an outdoor eating area, goods display or portable advertising sign (as the case may be) has been granted, and remains in effect, in relation to the building or business premises related to the permit.
- (2) On the cancellation of a permit, the local government will provide the permit holder with Notice that the permit has been cancelled.
- (3) On receiving Notice that the permit has been cancelled in accordance with sub-clause (2):
  - (a) the permit holder must immediately cease using the local government property or the thoroughfare unless the Notice provides otherwise; and
  - (b) any fees paid by the permit holder in respect of the permit are forfeited and will not be refunded by the local government.

# 3.16 Suspension of permit holder's rights and privileges

- (1) The rights and privileges granted to a permit holder on the issue of a permit, shall be automatically suspended, where the public liability insurance required as a condition of a permit, lapses, is cancelled or is no longer current.
- (2) The rights and privileges granted to a permit holder on the issue of a permit, may be suspended by the local government by Notice to the permit holder for the purpose of and during the carrying out of any works by or on behalf of the State, or an agency or instrumentality of the Crown, or the local government, in or adjacent to the area the subject of the permit.
- (3) The rights and privileges granted to a permit holder on the issue of a permit may be suspended by the local government where
  - (a) the permit holder's application is subsequently found to be incomplete, insufficient or not containing a required document;
  - (b) the permit holder's application is subsequently found to contain incorrect or falsified information and/or documents; or
  - (c) the local government considers the activity permitted by the permit may create a public health, safety or amenity issue,

until the defect in the permit holder's application is rectified to the satisfaction of the local government and/or the local government considers that the activity may be conducted in a manner which does not create a public health, safety or amenity issue.

# 3.17 Other approvals

The requirement for a permit under this local law is additional to the requirement, if any, for any other approvals, including but not limited to development approval.

### Division 5 – When a permit is required

# 3.18 Activities on local government property or thoroughfares needing a permit

- (1) A person shall not without a permit -
  - (a) subject to subclause (3), use a Property for any purpose which amounts to exclusive use of the whole or a portion of the Property for any period of time;

- (b) advertise anything by any means on a Property, except where the person holds a permit issued under another local law of the local government authorising such advertising in that location;
- (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on a Property;
- (d) plant any plant, sow any seeds or install any other landscaping feature on local government property, unless in accordance with clause 9.5 of this local law;
- (e) carry on any trading on local government property unless the trading is conducted in accordance with a permit issued under the *City of Vincent Trading in Public Places Local Law 2008* (as amended from time to time);
- (f) unless an employee of the local government in the course of their duties or on an area set aside for that purpose –
  - (i) drive or ride or take any vehicle onto local government property; or
  - (ii) park or stop any vehicle on local government property;
- (g) conduct a function or public gathering on local government property;
- (h) charge any person for entry to local government property, unless the charge is for entry to area or a building hired or leased from the local government, and that hire or lease arrangement provides that a fee for entry may be charged;
- light a fire on a Property except in a facility provided by the local government for that purpose;
- (j) parachute, hang glide, abseil or base jump from or onto a Property;
- (k) erect a building or a refuelling site on local government property;
- (1) make any excavation on or erect or remove any fence on local government property;
- (m) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property;
- light or set off any fireworks or conduct a fireworks display on local government property;
- (p) operate any broadcasting or public address system or sound amplification equipment or apparatus on local government property;
- (q) erect, display, post, stick, stamp, stencil, paint or otherwise affix or cause to be erected, displayed, posted, stuck, stamped, stencilled or otherwise affixed any sign, banner, placard, handbill, notice, advertisement, writing or picture whatsoever upon any tree, plant, building, structure, fitting or soil being local government property or on any other local government property, except where the person holds a permit issued under another local law of the local government authorising such an activity in that location;
- carry out filming, shooting or take a recording on local government property or within a thoroughfare where exclusive use of portion of the local government property or thoroughfare is required; or
- (s) construct anything or place any infrastructure on a Property, including but not limited to paving, planter boxes and outdoor seating.
- (2) A person shall not without a permit carry out works in a thoroughfare or on local government property, including but not limited to –

- verge treatments, unless the verge treatment is in accordance with clause 9.5 of this local law;
- (b) vehicle crossovers;
- (c) crossing a footpath with a vehicle which is likely to cause or causes damage to the footpath;
- (d) locating construction materials on a verge or thoroughfare; or
- (e) undertaking construction activities adjacent to a verge or thoroughfare which results in the use of the verge or thoroughfare.
- (3) A person shall not without a permit use local government property or a community facility for a profit purpose, including but not limited to:
  - (a) group fitness classes;
  - (b) life coaching or counselling;
  - (c) meetings or seminars; or
  - (d) guided walks or tours.
- (4) The local government may, at its sole discretion, exempt a person from compliance with subclauses (1), (2) or (3) on the application of that person by providing Notice to that person.
- (5) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

#### 3.19 Permit required to camp outside a facility

- (1) A person shall not without a permit
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property;
  - (b) erect any tent, camp, hut, or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day; or
  - (c) camp on or occupy any vehicle at night for the purpose of sleeping in a public place.
- (2) The maximum period for which the local government may approve an application for a permit in respect of subclause (1)(a) or (1)(b) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997.*
- (3) This clause does not apply to a facility operated by the local government.

#### 3.20 Permit required for possession and consumption of liquor

A person on local government property, shall not consume any liquor or have in their possession or under their control any liquor, unless –

- (a) permitted under the Liquor Control Act 1988;
- (b) a permit has been obtained for that purpose; or
- (c) consumption does not, in the reasonable opinion of the local government, result in any anti-social or unsafe behaviour or cause risk to members of the public accessing the local government property.

# **Division 6 – Responsibilities of permit holder**

# 3.21 Responsibilities of permit holder

A holder of a permit shall, in respect of local government property to which the permit relates -

- ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) ensure that the local government property is fully locked or secured after its use where it can be so locked or secured;
- (d) report any damage or defacement of the local government property to the local government; and
- (e) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the Liquor Control Act 1988 for that purpose.

# Part 4 - Behaviour on Local Government Property

### Division 1 – Behaviour on and interference with local government property

### 4.1 Personal behaviour

A person shall not, in or on any local government property, behave in a manner which -

- causes or is likely to cause injury to, or to interrupt, disturb or interfere with the enjoyment of, a person who might use the property; or
- (b) may be considered disorderly or offensive by a person on the local government property.

#### 4.2 Only specified gender to use entry of toilet block or change room

- (1) Subject to clause 4.2(2), where a sign on a toilet block or change room specifies that a particular toilet block or change room is to be used by
  - (a) females, then a person of the male gender over the age of 6 years shall not use that toilet block or change room;
  - (b) males, then a person of the female gender over the age of 6 years shall not use the toilet block or change room; or
  - (c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family may use that toilet block or change room.
- (2) Subclause (1) does not apply to a toilet block or change room where a sign designates that particular toilet block or change room as unisex.
- (3) A person over the age of 6 years shall not, on any local government property or public place
  - (a) loiter outside or act in an offensive manner, in any portion of a toilet block or change room, or
  - (b) enter, or attempt to enter, a cubicle or compartment of a toilet block or change room which is already occupied or in use.
- (4) Subclause (3)(b) does not apply to a parent, guardian or caregiver accompanying a child under the age of 6 years.

# 4.3 Proper and adequate clothing

- (1) A person over the age of 6 years shall not on any local government property or public place appear in public unless decently clothed.
- (2) Where an authorised person considers that a person on any local government property or public place appearing in public is not decently clothed, the authorised person may direct that person to put on clothing so as to be decently clothed and that person shall comply with the direction immediately.
- (3) In this clause, *decently clothed* means the wearing of proper and adequate clothing for the occasion, so as to prevent indecent exposure.

#### 4.4 Behaviour detrimental to property

(1) In this clause 4.4, *detrimental to the property* includes –

- removing any thing from local government property such as a sign, rock, plant or seat provided for the use of any person;
- (b) destroying, defacing or damaging any thing on the local government property, such as a sign, plant, tree or a seat provided for the use of any person; and
- (c) climbing on or over local government property.
- (2) A person shall not behave in or any local government property in a way which is or might be detrimental to the property.

#### 4.5 Taking or injuring any fauna or flora

- (1) In this clause
  - (a) fauna means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal –
    - (i) any class of animal or individual member;
    - (ii) the eggs or larvae; or
    - (iii) the carcass, skin, plumage or fur; and
  - (b) *flora* means all vascular plants other than plants recognised as weeds.
- (2) A person shall not, on or above any local government property, unless that person is authorised under a written law to do so -
  - (a) take, injure, kill or attempt to take, injure or kill any fauna; or
  - (b) take on to, set or use, or attempt to take on to, set or use any animal trap, bird trap, fish trap, net or similar device; or
  - (c) remove, prune or damage any flora.

## 4.6 Intoxicated persons not to enter local government property

A person shall not enter or remain on any local government property while under the influence of liquor (unless pursuant to a permit issued under clause 3.20) or a prohibited drug or substance.

## 4.7 No prohibited drugs or substances

A person shall not take a prohibited drug or substance, consume or use a prohibited drug or substance, on any local government property.

#### Division 2 – Signs

## 4.8 Signs

- A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is -
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

# Part 5 - Matters relating to particular local government property

# **Division 1** – Community facilities

# 5.1 Definitions

In this Division -

- (a) administration centre means the local government's administration centre which is currently located on Crown Land Lot 502, being Reserve 50345 and having an address of 244 Vincent Street, Leederville; and
- (b) pool premises means the place or premises provided by the local government for the purpose of swimming or bathing, and includes Beatty Park Leisure Centre which is located on portion of Crown Land Lot 1618, being Reserve 884 and having an address of 220 Vincent Street, North Perth, and includes all buildings, fences, gardens, car parks, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of the place or premises or used in connection with it.

# 5.2 Direction of Manager or authorised person to be observed

- (1) The Manager or an authorised person may refuse admission to, may direct to leave, or may remove or cause to be removed from the administration centre or a community facility, a person who -
  - (a) in her or his opinion is -
    - under the age of 12 years and who is unaccompanied in the water by a responsible person 16 years or older;
    - (ii) suffering from any contagious, infectious or cutaneous disease or complaint;
    - (iii) in an unclean condition; or
    - (iv) under the influence of liquor or a prohibited mind altering drug or substance;
  - (b) is to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.
- (2) Subject to subclause (1), a person shall, on being requested by the Manager or an authorised person to do so, leave the administration centre or community facility immediately, quietly and peaceably.
- (3) A person who fails to comply with a request under subclause (2) may be removed from the administration centre or community facility by the Manager, an authorised person or a Police Officer.

# 5.3 Responsibilities of users of a community facility

A person while in the administration centre or a community facility, shall not -

- (a) consume foodstuffs or drinks in any specific area in which food or beverage consumption is prohibited;
- (b) climb up or upon any roof, fence, wall, partition or other structure not intended for climbing;
- (c) enter the premises if suffering from a contagious, infectious or cutaneous disease or whilst in an unclean condition;
- (d) use soap or shampoo in any part of the premises other than in a change-room;

- (e) use any detergent, substance or oil in any pool or spa;
- (f) foul or pollute the water in any shower, pool or spa;
- (g) bring into any part of the pool premises or place thereon any chemical substance, liquid or powder;
- (h) bring into any part of the pool premises any glass containers;
- (i) deliberately waste or wastefully use fresh or potable water in a community facility;
- (j) spit or expectorate in any part of a community facility, other than in a water closet;
- (k) enter a pool or spa on the pool premises in a dirty or unclean condition; and
- use a mobile phone, camera or other similar recording device in a change room at a community facility.

# Division 2 – Fishing and boat launching

# 5.4 Definition

In this Division, *river* means the Swan River as referred to in the Swan and Canning Rivers Management Act 2006.

# 5.5 Boat launching

- (1) A person shall not launch a boat into the river other than at a boat launching ramp designed, constructed and approved for that purpose, or from the river where this activity is permitted and designated by signs.
- (2) A person shall not launch a personal water craft into the river other than at a boat launching ramp designed, constructed and approved for that purpose.

#### 5.6 Fishing

- A person shall not fish on or from any local government property where fishing is prohibited or restricted and the prohibition or restriction is designated by signs.
- (2) A person shall not on any local government property whether fishing is permitted or not
  - (a) clean fish or cut bait such that it may cause a nuisance to river users; or
  - (b) leave or deposit fish offal or bait on land or in the river.

# Division 3 – Fenced or closed property

### 5.7 No entry to fenced or closed local government property

A person shall not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

# Division 4 – Air conditioning units over thoroughfares

#### 5.8 Definition

In this Division, *air conditioning unit* means any machine, device, equipment, plant or part thereof which constitutes or is part of any mechanical system of ventilation or air conditioning.

# 5.9 Siting and design of air conditioning units

- (1) A person shall not install an air conditioning unit on or over a thoroughfare without the approval of the local government, which may be granted or withheld by the local government at its absolute discretion.
- (2) If the local government provides approval in accordance with subclause (1), the air conditioning unit shall not:
  - (a) project over any part of a thoroughfare unless provision is made, to the satisfaction of the CEO or an authorised person, for the collection of water discharged from such unit and for its disposal into the stormwater drainage system provided that where such unit is installed above a verandah, balcony or awning no such provision shall be necessary;
  - (b) project over any part of a thoroughfare unless the bottom of such unit is not less than 2,750 millimetres above such thoroughfare;
  - (c) project more than 300 millimetres over any part of a thoroughfare not more than 10 metres in width;
  - (d) project more than 450 millimetres over any part of a thoroughfare more than 10 metres in width.
- (3) No air conditioning unit which exhausts foul or vitiated air over or into a thoroughfare shall be installed under a verandah, balcony or awning which projects over any part of a thoroughfare.

# Division 5 – Awnings, balconies and verandahs over thoroughfares

# 5.10 Definitions

In this Division -

- (a) awning means a roof-like covering to shelter persons or protect parts of a building from the effects of sun or rain, which extends or can be made to extend over any part of a thoroughfare;
- (b) balcony means an open or covered platform attached to an upper part of a building, projecting from or recessed into the face of a wall and protected by a railing or balustrade and accessible from an adjacent room;
- (c) permanent structure means a structure which is affixed to the ground and is considered to form part of the ground, including verandah posts and canopy structures;
- (d) road means Crown land dedicated at common law or reserved, declared or otherwise dedicated under an act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both and which the local government has care, control and management of, pursuant to section 55(2) of the Land Administration Act 1997;
- (e) *road reserve* means that area of a road which is reserved but not used as a carriageway and includes the verge, kerb and footpath; and
- (f) verandah means a roofed structure attached to a building with the outer edge supported on posts and covered either by the main roof or a separate, lower roof, of which any part extends over any part of a thoroughfare.

# 5.11 Approval to erect or maintain an awning, balcony or verandah

The local government may approve an awning, balcony or verandah over a thoroughfare provided it complies with the dimensions and design requirements as set out in clauses 5.12 and 5.13.

#### 5.12 Dimensions of awnings, balconies and verandahs

An awning, balcony or verandah erected over a thoroughfare must have:

- (a) a minimum clearance of 2,750 millimetres above the thoroughfare;
- (b) a maximum fascia depth of 300 millimetres; and
- (c) a minimum distance if 600 millimetres from the face of kerb.

#### 5.13 Design of awnings, balconies and verandahs

The following design requirements apply for an awning, balcony or verandah erected over a thoroughfare are:

- the design, colour and materials shall be compatible with the aesthetics and character of the thoroughfare, in the opinion of the local government;
- (b) the height and width shall be uniform with other verandahs and awnings over the thoroughfare;
- (c) the form shall be cantilevered or suspended, unless otherwise approved by the local government; and
- (d) the design shall not allow water to be retained on the structure or allow water to fall onto the thoroughfare.

## 5.14 Maintenance and public safety

The owner and occupier for the time being of any building to which any awning, balcony or verandah is attached shall keep the awning, balcony or verandah clean, painted, watertight, in a sound and safe structural condition and in good and substantial repair.

#### 5.15 Permanent structures within a thoroughfare or road reserve

Subject to obtaining any other approvals required, including development approval and any approvals required by a Relevant Authority, a person shall not erect or maintain a permanent structure within a road reserve or thoroughfare without the prior written approval of the local government.

# Division 6 – Smoke free areas

# 5.16 Definitions

In this Division – *smoke free area* means an area prescribed by Council under this Division as an area where smoking is prohibited.

# 5.17 Prohibition on smoking

- (1) A person must not smoke in a smoke free area.
- (2) Where an authorised person believes on reasonable grounds that a person is contravening or has contravened subclause (1), the authorised person may direct the person to extinguish the tobacco product or e-cigarette.

#### 5.18 Determination in regard to smoke free area

The local government may make a determination in accordance with clause 5.19 prescribing a local government property or thoroughfare, or any part thereof, as a smoke free area.

#### 5.19 Procedure for making smoke free area determination

- (1) The local government is to give local public notice of its intention to make a determination in accordance with clause 5.18.
- (2) The local public notice referred to in subclause (1) is to state that -
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the publication date.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to -
  - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to -
  - (a) consider those submissions in accordance with clause 5.20; and
  - (b) decide -
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

## 5.20 Considerations in making a determination

In effecting a proposed determination in accordance with subclause 5.19(3), (5) or (6), the local government must have regard to the following factors -

- (a) the size of the proposed smoke free area;
- (b) the submissions from the community, including the opinions of the owners and occupiers of the land immediately adjoining the proposed smoke free area;
- (c) the proximity of the proposed smoke free area to a public place, part or all of which is not in a smoke free area;

- (d) the extent and outcome of public consultation on the proposed smoke free area (in accordance with clause 5.19);
- (e) any benefits to the community which would be achieved by the Council prescribing the proposed smoke free area; and
- (f) any detriments to the community which would be caused by the Council prescribing the proposed smoke free area.

# 5.21 Signage

The local government may erect or caused to be erected a sign identifying an area as smoke free.

# 5.22 Application of clauses 2.5 and 2.6

Clause 2.5 (Register of determinations) and clause 2.6 (Amendment or revocation of a determination) apply to any determination of the local government made under this Division.

# Part 6 - Signs

#### Division 1 – Preliminary

# 6.1 Definitions

In this Part, unless the context otherwise requires -

- (a) advertising sign means a sign, which may or may not be permanently attached to a structure or fixed on or to the ground, that is -
  - used or intended to be used for the purpose of advertising any premises, services, property, business, function, event, product or thing; and
  - (ii) not a portable advertising sign under the City of Vincent Trading in Public Places Local Law 2008;
- (b) direction sign means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;
- (c) *election sign* means a sign which advertises any aspect of a forthcoming Federal, State or Local Government election;
- (d) *frame sign* means a folding sign which is hinged at the top to provide a stable structure when open;
- (e) *minor nature development* means a sign that is characterised as:
  - small in scale and composition and which will not unduly adversely affect the local government property;
  - of a temporary nature occurring on one-off occasions (although may occur on a number of days) but not of any permanent nature or reoccurrence; and
  - uses which will not adversely affect the amenity, streetscape or day-today activities of the local government property or any other use which, in the opinion of the local government, constitutes a minor use;
- (f) *permit holder* means the person to whom a sign permit has been issued;
- (g) portable direction sign means a portable free standing direction sign;
- (h) sign includes a notice, poster, flag, mark, word, letter, model, placard, structure, device or representation and includes advertising signs, portable direction signs and election signs; and
- (i) sign permit means a permit to display a sign.

# Division 2 – Advertising signs and portable direction signs

# 6.2 Advertising signs

- (1) Subject to subclause (2), a person shall not display an advertising sign on local government property unless that person is the holder of a valid sign permit.
- (2) Notwithstanding subclause (1), a sign permit is not required to display an advertising sign on local government property if the advertising sign is:
  - (a) a minor nature development;
  - (b) does not exceed 500mm in height nor  $0.5m^2$  in area, on any side; and

(c) is not illuminated and does not incorporate reflective or fluorescent materials;

provided that:

- (d) no more than one (1) advertising sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) advertising sign per building or business must obtain a sign permit for each additional advertising sign.
- (3) The local government may grant approval for the erection or display of an advertising sign for the duration of the period specified in the sign permit.
- (4) No clause of this local law will be taken to permit the permanent display of an advertising sign on local government property.

#### 6.3 Portable direction signs

- Subject to subclause (2), a person shall not, without a sign permit erect or place portable direction sign on local government property.
- (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which is:
  - (a) a minor nature development;
  - (b) does not exceed 750mm in height nor 0.5sqm in area, on any side; and
  - (c) placed or erected on a thoroughfare or local government property on an infrequent or occasional basis and only to direct attention to a place, activity or event during the hours of that activity or event;

provided that:

- (d) no more than one (1) portable direction sign shall be erected in relation to the one building or business without a sign permit; and
- (e) a person requiring more than one (1) portable direction sign per building or business must obtain a sign permit for each additional portable direction sign.

#### 6.4 Location, maintenance and design of an advertising sign or portable direction sign

- Notwithstanding any provision of this local law, a person shall not erect or place an advertising sign or portable direction sign –
  - (a) over any footpath where the resulting vertical clearance between the sign and footpath is less than 2,700 millimetres;
  - (b) on or within 600 millimetres from the face of kerb;
  - (c) in any other location where, in the opinion of the local government or an authorised person, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
  - (d) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.
- (2) A person erecting or placing an advertising sign or portable direction sign on local government property must:
  - (a) maintain the sign in a safe and serviceable condition at all times and remove the sign upon it ceasing to be serviceable;

- (b) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (c) ensure the free passage at all times of persons using the local government property; and
- (d) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading.

# Division 3 – Applications and Conditions on sign permits

#### 6.5 Matters to be considered in determining application for a sign permit

In determining an application for a permit for an advertising sign or a portable direction sign, the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other signs already approved or erected in the vicinity of the proposed location of the signs;
- (d) whether or not the signs will create a hazard to persons using a thoroughfare;
- the amount of the public liability insurance cover, if any, to be obtained by the applicant;
- (f) whether the sign would -
  - (i) obstruct the visibility or clear sight lines of any person at an intersection of thoroughfares; or
  - (ii) impede pedestrian access; and
- (g) whether the sign may obstruct or impede the use of the footpath for the purpose for which it is used.

# 6.6 Conditions on sign permits

- (1) If the local government approves an application for a sign permit for an advertising sign or portable direction sign, the application is to be taken to be approved subject to the following conditions
  - (a) the sign shall -
    - (i) not exceed 1,000 millimetres in height;
    - (ii) not exceed an area of 0.8 square metres on any side;
    - (iii) if a portable direction sign, relate only to directions to the place described on the permit;
    - (iv) not be placed closer than 600 millimetres to the face of kerb or further than 1200 millimetres from the kerb so as to ensure the free passage of persons using the footpath;
    - (v) if it relates to a business or event, be removed each day at the close of the business or event to which it relates and not be erected again until the business or event next opens for trading;

- (vi) be secured in position in accordance with any requirements of the local government;
- (vii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person or the sight line of any vehicle drivers; and
- (viii) be maintained in good condition; and
- (b) no more than one advertising sign or portable direction sign shall be erected in relation to the one building or business, unless otherwise approved by the local government.
- (2) The permit holder of a permit for an advertising sign or portable direction sign shall comply with each of the conditions in subclause (1) in addition to any other conditions imposed on the sign permit by the local government.

# 6.7 Obligations of permit holder

The permit holder shall –

- (a) maintain the sign in a safe and serviceable condition at all times;
- (b) display the permit number provided by the local government in a conspicuous place on the sign and whenever requested by an authorised person to do so, produce the sign permit to that person;
- (c) ensure that the sign is of a stable design and is not readily moved by the wind, and does not by the nature of its design or anything else cause any hazard or danger to any person using local government property;
- (d) where a sign is to be displayed on a footpath, display that sign in the location approved by the local government and as specified in the permit; and
- (e) ensure the free passage at all times of persons using the local government property.

## 6.8 Election signs

The local government may issue a permit for the erection or display of an election sign on local government property.

# *Division* 4 – *sign requirements*

#### 6.9 Safety of persons

A person shall not cause or permit a sign to be erected or displayed in such condition, which in the opinion of an authorised person, causes or is likely to cause injury or danger to any person or damage to the clothing or possessions of any person.

#### 6.10 Removal of sign for works

When directed to do so by an authorised person, a person who has displayed a sign on local government property will ensure that the sign is removed to permit the local government property to be swept or to permit any other authorised work to be carried out.

#### 6.11 Removal of sign which does not comply

A person shall remove any sign which does not comply with the requirements of this local law, from any local government property when directed to do so by an authorised person.

# 6.12 Unlawful placement of signs

A person who places, causes or permits to be placed on any local government property any sign which does not comply with the requirements of this local law, commits an offence.

# Part 7 - Obstructing Shopping Trolleys

# **Division 1** – Shopping trolleys

# 7.1 Definitions

In this Part, unless the context otherwise requires -

- (a) *retailer* means a proprietor of a shop which provides shopping trolleys for the use of customers of the shop; and
- (b) *shopping trolley* means a container or receptacle on wheels provided by a retailer for the transport of goods.

## 7.2 Name of owner of shopping trolley

A retailer shall clearly mark its name or trading name on any shopping trolley made available for the use of customers and which may be left on a public place by the customer.

# 7.3 Shopping trolleys in public places

- (1) A person shall not leave a shopping trolley in a public place or on local government property, other than in an area set aside for the storage of shopping trolleys.
- (2) A shopping trolley left in a public place or on local government property is not obstructing unless it is left for a period exceeding three (3) hours.

# Part 8 - Bank Guarantee or Security Deposit

#### 8.1 Definitions

In this Part, unless the context otherwise requires -

- (a) approval means approval of a development application granted by the local government to a developer in accordance with the Planning Act;
- (b) bank guarantee means an unconditional, irrevocable bank guarantee provided by an Australian trading bank carrying on business in Western Australia, in favour of the local government;
- (c) building permit means a building permit granted (subject to conditions or otherwise) by the local government to a developer, in accordance with the Building Act 2011 as amended from time to time, to build a development;
- (d) *developer* means the developer, builder or land owner or occupier proposing to undertake the development;
- (e) development has the same meaning as defined in section 4 of the Planning Act, as amended from time to time, but includes proposals to subdivide or amalgamate land;
- (f) *development application* has the same meaning as defined in section 4 of the Planning Act, from time to time;
- (g) land means privately owned land the subject of a development application; and
- (h) Planning Act means the Planning and Development Act 2005, as amended from time to time.

## 8.2 Security for restoration and reinstatement

- (1) Where a developer proposes to undertake a development, the local government may require the developer to pay a security deposit or provide a bank guarantee of a kind and to a value determined by the local government as a condition of an approval or a building permit and payable before the issue of the approval or building permit, for the purpose of ensuring that
  - hired local government property, including fixtures and fittings can be cleaned, replaced or repaired;
  - (b) a footpath or local government property damaged, removed or destroyed during the development on adjacent land, can be repaired or reinstated; and/or
  - (c) conditions of an approval or building permit insofar as they relate to local government property or a thoroughfare, are complied with.
- (2) A security deposit required under subclause (1) is to be held in an account established by the local government for the purpose of this clause prior to any work on the development commencing, unless otherwise agreed by the local government.

#### 8.3 Restoration or reinstatement of local government property

(1) If a developer fails to carry out or complete reinstatement works on affected local government property as required by the building permit or approval conditions, or by a Notice served by the local government, either -

- (a) within the time specified in that clause, those conditions or the Notice (as the case may be);
- (b) where no such time has been specified, a reasonable time from the expiration of the building permit or approval to complete the restoration or reinstatement works; or
- (c) within 14 days or such time as specified in the Notice,

then, the local government may carry out or cause to be carried out, the required restoration and reinstatement works or as much work as remains undone (**restoration works**). All costs incurred by the local government relating to the restoration works are a debt owing by the developer to the local government.

- (2) Where a bank guarantee or security deposit has been provided by the developer and the costs of the restoration works exceed the bank guarantee or security deposit amount, the balance of the costs will be a debt owing by the developer to the local government.
- (3) The developer shall pay to the local government on demand all administrative, legal, contractor and other costs including, but not limited to loss of income, estimated or incurred by the local government to restore and reinstate the site or which the local government may be required to pay under this clause.
- (4) The local government may apply the proceeds of any bank guarantee or security deposit obtained under clause 8.2 to meet any costs incurred by it under this clause.
- (5) The liability of the developer to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 8.2.

# 8.4 Obligation to provide bank guarantee or security deposit

When required under this local law, a developer must provide the local government with a bank guarantee or pay a security deposit in the amount determined by the local government.

# Part 9 - Works on or affecting a thoroughfare

# Division 1 – Works affecting a thoroughfare

# 9.1 No damage to thoroughfare

A person shall not damage, without lawful authority, a thoroughfare or anything belonging to or under the care, control or management of the local government that is on a thoroughfare, including but not limited to a footpath, verge or street tree.

#### 9.2 Footpath, verge and street tree protection

- (1) The owner, occupier, licensee or contractor who undertakes works on a private property adjacent to a footpath, verge or street tree, shall –
  - take all necessary precautions to ensure that the footpath, verge or street tree is not damaged during the course of the works;
  - (b) take all necessary action to ensure that the footpath remains in a safe functional state suitable for use by the public; and
  - (c) notify the local government of any existing damage to the footpath, verge or street tree prior to the commencement of the works.
- (2) A person who carries out any building or other operations or works on private property necessitating the crossing of a footpath with vehicles that may cause damage to the footpath, verge or a street tree, shall ensure that
  - (a) all reasonable precautions are taken to prevent damage to the footpath, verge or street tree during the course of the works; and
  - (b) heavy vehicles that access the private property, are to cross the footpath at the designated area for the proposed vehicle crossing for that private property.
- (3) If a person fails to comply with subclause (1) or (2) and a footpath, verge or street tree is thereby damaged, the local government may by Notice to that person require that person within the time stated in the Notice to pay the costs of reinstating or repairing the footpath, verge or street tree.
- (4) On a failure to comply with a Notice issued under subclause (3), the local government may recover the costs referred to in the Notice as a debt due to it in a court of competent jurisdiction.

# 9.3 Liability for damage to thoroughfare

- (1) Where a person unlawfully damages a thoroughfare or any thing belonging to or under the care, control or management of the local government that is on a thoroughfare, the local government may by Notice to that person require that person within the time stated in the Notice to, at the option of the local government, pay the costs of -
  - reinstating the thoroughfare or thing to the state it was in prior to the occurrence of the damage; or
  - (b) replacing that thing.
- (2) On a failure to comply with a Notice issued under subclause (1), the local government may recover the costs referred to in the Notice as a debt due to in a court of competent jurisdiction.

# Division 2 – Verge treatments

#### 9.4 Definitions

In this Part, unless the context otherwise requires -

- (a) garden means a verge that is planted, developed or treated, otherwise than as a lawn, with one or more plants that:
  - (i) where possible, are waterwise or native;
  - (ii) are not prickly and do not have spines;
  - (iii) are not known to be poisonous or cause allergic reactions;
- (b) *lawn* means a verge which is planted only with grass, or with a similar plant but does not include synthetic turf or lawn;
- (c) owner means an owner or occupier of land adjacent to a verge; and
- (d) verge treatment means a:
  - (i) garden;
  - (ii) lawn; and/or
  - (iii) landscaping feature,

installed in a verge and includes reticulation pipes and sprinklers but excludes paving or other treatments for the purpose of parking vehicles.

# 9.5 Verge treatment

An owner may install a verge treatment on a verge, in accordance with the requirements of this Part 9 Division 2.

#### 9.6 Maintenance of verge treatments

An owner who installs or maintains a verge treatment must ensure:

- (a) the verge treatment is maintained:
  - (i) in good and tidy condition, including removing build-up of leaves and grass clippings; and
  - to ensure clear lines of sight for pedestrians, cyclists and motorists are provided at all times;
- (b) if the treatment includes lawn, the lawn is regularly mowed;
- (c) the verge treatment is setback from and provides clear access to any infrastructure such as power poles and underground services within, under or over the verge; and
- (d) any footpath running alongside the verge is kept clear of plants and landscaping features.

# 9.7 Permitted landscaping features

Unless otherwise approved by the local government, the following restrictions apply to landscaping features installed in a verge:

(1) raised garden beds, seating or benches, decorations and lighting must:

- (a) be constructed of durable material, securely installed with no sharp edges, corners or fixtures;
- (b) be built to a height not exceeding 0.5 metres;
- (c) provide a minimum 0.5 metre setback from any street tree;
- (d) provide a minimum 0.5 metre setback from the face of the kerb;
- (e) maintain clear access for parked cars at all times; and
- (f) only solar lighting is permitted within a verge;
- (2) rocks, stones or logs must:
  - (a) maintain clear access for parked vehicles at all times; and
  - (b) be of a size and installed securely so as to not be easily moved;
- (3) compacted gravel pathways must provide a minimum 0.5 metre setback from any street trees; and
- (4) paved pathways and bin stands (for non-parking purposes) must:
  - (a) be finished level to be flush with the adjacent footpath, driveway, kerb and verge soil level; and
  - (b) provide a minimum 0.5 metre setback from any street trees.

## 9.8 Damage to local government property

Any damage to the footpath, kerb, thoroughfare or carriageway caused by a person installing a verge treatment must be repaired or made good, to the satisfaction of the local government, by that person at his or her cost.

#### 9.9 Removal of verge treatments

The local government may remove any verge treatment at any time if it considers the verge treatment is contrary to these local laws or poses a hazard to or interference with persons or property.

# 9.10 Enforcement

The local government may give a Notice to an owner who has installed or maintained a verge treatment in front of their land, requiring that owner, within the time specified in the Notice, to make good any breach of this Division, or to remove all or any part of a verge treatment that does not comply with this Division.

## Division 3 – Public works

# 9.11 Public works on verges

- (1) For the purpose of carrying out any works the local government or any authority empowered by law to dig up a thoroughfare or carry out any other works on a thoroughfare, may without notice and without being liable to compensate any person, dig up all or part of a thoroughfare and disturb any verge treatment placed there by an owner or occupier of adjacent land.
- (2) Where the local government digs up or carries out any works in a verge which has a verge treatment which complies with Division 2, then the local government shall use its best endeavours to –
  - (a) replace and restore any reticulation pipes and sprinklers; and

(b) back fill with sand any garden or lawn, but otherwise shall not be liable to replace or restore any verge treatment and in particular any plant, or other vegetation or any surface or in any event, shall not be liable to any person for any damage or disturbance caused.

#### 9.12 Contribution towards construction of standard vehicle crossings

For the purpose of determining the local government's contribution towards the construction of a standard vehicle crossing as stipulated in regulation 15 of *the Local Government (Uniform Local Provisions) Regulations 1996*, a *standard crossing* is a standard vehicle crossing for a residential area.

#### 9.13 Temporary vehicle crossings

- (1) Where it is likely that works on a lot will involve vehicles leaving on a thoroughfare and entering the lot, the person responsible for the works shall obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where
  - (a) a crossing does not exist; or
  - (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.
- (2) The *person responsible for the works* in subclause (1) is to be taken to be
  - (a) the builder named on the building licence issued under the Local Government (Miscellaneous Provisions) Act 1960, if one has been issued in relation to the works; or
  - (b) the registered proprietor of the lot, if no building licence has been issued under the *Local Government (Miscellaneous Provisions) Act 1960* in relation to the works.
- (3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

#### 9.14 Removal of redundant vehicles crossings

- (1) Where works on a lot will result in a crossing no longer giving access to an internal driveway or constructed parking amenity on the lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.
- (2) The local government may give Notice to the owner or occupier of a lot requiring her or him to –
  - (a) remove any part or all of a crossing which does not give access to the lot; and
  - (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal, within the period of time stated in the Notice, and the owner or occupier of the lot shall comply with that Notice.

# Part 10 - Activities on thoroughfares and local government property

# 10.1 General prohibitions

### A person shall not -

- (a) plant any tree or plant (except grasses or a similar plant) within 10 metres from the truncation of an intersection;
- (b) damage a lawn or a garden or remove a plant or part of a plant from local government property unless –
  - the person is the owner or the occupier of the land abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;
- (c) place on any footpath any fruit, fruit skins or other substance or fluid (whether vegetable or otherwise, but not water) which may create a hazard for any person using the footpath;
- (d) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (e) within a mall, arcade or verandah of a shopping centre, ride any wheeled recreational device or similar device; or
- (f) prune, injure, poison, remove or kill by felling, poisoning or other means, any tree on a thoroughfare or any local government property, unless the person is:
  - (i) acting under the authority of the local government; or
  - (ii) acting under authority of a written law.

# 10.2 Activities allowed with a permit

- A person will not without a permit -
  - (a) dig or otherwise create a trench through or under a kerb, carriageway or footpath;
  - (b) subject to Part 9 of this local law, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only during the period of time advertised in connection with that collection by the local government;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare;
  - (g) light any fire or burn any thing on a thoroughfare;
  - (h) fell any tree onto a thoroughfare;
  - (i) if installing a verge treatment in accordance with any requirements specified in this local law, to --

- (i) lay pipes under or provide taps on any verge; or
- place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
- provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
- (k) on a public place use anything or do anything so as to create a nuisance;
- (1) place or cause to be placed on a thoroughfare a bulk rubbish container;
- (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare; or
- (n) place or cause to be placed on a footpath or thoroughfare, a planter box or pots.
- (2) The local government may grant a permit in accordance with subclause (1) subject to conditions.

# Part 11 - Notices of breach

## 11.1 Offence to fail to comply with Notice

Whenever the local government serves a Notice under this local law requiring a person to do any thing, if a person fails to comply with the Notice, that person commits an offence.

#### 11.2 Local government may undertake requirements of Notice

Where a person fails to comply with a Notice referred to in clause 11.1, the local government may by its employees, agents or contractors carry out the works and do all things specified in the Notice and may recover from that person, as a debt, the costs incurred in so doing.

#### 11.3 Notice to remove, redirect or repair sprinkler

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to either remove, move or alter the direction of the sprinkler or other watering equipment.

# 11.4 Hazardous plants

Where a plant or tree in a garden creates or may create a hazard for any person using a thoroughfare, the local government or an authorised person may give a Notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.

#### 11.5 Notice to repair damage to thoroughfare

- (1) Where any portion of a thoroughfare, verge or footpath has been damaged, or is in the opinion of an authorised person, dangerous to the public, the local government or an authorised person may by Notice to the person who caused the damage or dangerous condition, order the person to repair or replace that portion of the thoroughfare, verge or footpath to the satisfaction of the local government, and within the timeframe stipulated in the Notice.
- (2) If a person does not comply with a Notice provided under subclause (1), to the satisfaction of the local government, that person commits an offence.

## 11.6 Notice to remove thing unlawfully placed on thoroughfare

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by Notice to the owner or the occupier of the land abutting on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, requiring that person or the owner or occupier, as the case may be, to remove the thing within the time specified in the above Notice.

# Part 12 - Objections and review

# 12.1 Application of Division 1, Part 9 of the Act

When the local government makes a decision as to whether it will -

- (a) grant a person a permit, approval or consent under this local law; or
- (b) renew, vary or cancel a permit, approval or consent that a person has under this local law, the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

# Part 13 - Miscellaneous

## 13.1 Authorised person to be obeyed

A person on local government property shall obey any lawful direction of a Manager or an authorised person.

# 13.2 Persons may be refused admission or directed to leave local government property or a community facility

- (1) Subject to subclause (2), an authorised person or Manager may refuse to allow entry, suspend admission or direct a person to leave local government property where:
  - (a) the authorised person or Manager reasonably suspects that the person has -
    - (i) contravened a provision of this local law;
    - behaved in a disorderly manner;
    - (iii) used indecent, offensive, profane or insulting language;
    - (iv) created or taken part in any disturbance whereby a crowd has gathered;
    - (v) committed an act of indecency; or
  - (b) the person has been deemed undesirable by the local government or the authorised person by reason of his or her past conduct.
- (2) The refusal or suspension referred to in subclause (1) can be for a period of up to 12 months as decided by the authorised person or Manager.
- (3) A person shall, on being requested by the authorised person to leave the local government property, do so immediately, quietly and peaceably.
- (4) A person who fails to comply with a request under subclause (3) may be removed from the local government property by an authorised person or a Police Officer.

#### 13.3 Liability for damage to local government property

Where a person unlawfully damages or causes damage to or detrimentally affects the appearance or nature of any local government property, the local government may by Notice to that person require that person within the time specified in the Notice to, at the option of the local government, pay the costs of -

- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
- (b) replacing that property.

## 13.4 Public liability insurance policy

- (1) Where, as a condition of a permit, the permit holder is required to obtain and maintain a public liability insurance policy, the permit holder shall
  - (a) effect and maintain a policy of insurance in the name of the permit holder in respect to any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;
  - (b) ensure that any policy of insurance referred to in subclause (1)(a) indemnifies the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the local government property by the permit holder;

- (c) effect and maintain the policy of insurance referred to in subclause (1)(a) for the duration of the permit;
- (d) immediately notify the local government if the policy of insurance cover lapses, in which case the permit may be cancelled by the local government in accordance with clause 3.15;
- (e) at any time requested by the local government, provide the local government with a certificate of currency confirming that public liability insurance cover is in place;
- (f) ensure that, as a minimum, the permit holder's public liability insurance policy provides coverage of \$20 million (twenty million dollars), or such other amount as the local government considers appropriate to the risk and liability involved in the activity authorised by the permit;
- (g) upon the request . of the local government (in its absolute discretion), increase the minimum value of coverage at the public liability insurance policy renewal date; and
- (h) ensure that the public liability insurer of the permit holder is a reputable insurer licensed to conduct insurance business in Australia in accordance with the guidelines issued by the Australian Prudential Regulatory Authority.
- (2) A permit holder who refuses to or cannot provide a current certificate of insurance at least 14 days prior to the commencement of any activity, action or thing performed or erected in accordance with the permit, as required in accordance with subclause (1) commits an offence.
- (3) A permit holder must provide the local government with a copy of their certificate of insurance currency at any time requested by the local government, including at the permit application stage.

# 13.5 Payment of application fees

Where a fee or charge applies to the entry to, use of or participation in an activity on or in any local government property, a person shall not enter that property without first paying the applicable fee or charge, unless that person has been exempted by the local government from paying that fee or charge.

#### 13.6 No unauthorised entry to function

- A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except –
  - (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

# Part 14 - Offences

# **Division 1** – Offences and penalties

# 14.1 Offences and general penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not less than \$300 and not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

#### 14.2 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purpose of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that -
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

## 14.3 Infringement notices and infringement withdrawal notices

- (1) For the purpose of this local
  - (a) where a vehicle is involved in the commission of an offence, the form of the infringement notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice referred to in section 9.16 and 9.17 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (c) the form of the withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

# 14.4 Evidence of a determination

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a copy of an extract from the register certified as a true copy by the CEO.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

# Schedule 1

# Prescribed offences (clause 14.2(1))

Item	Clause	Description	Modified Penalty \$
1.	2.4	Failure to comply with determination	100
2.	3.8	Failure to comply with conditions of a permit	100
3.	3.14	Failure to produce permit when required by an authorised person	100
4.	3.18(1)	Failure to obtain a permit	250
5.	3.18(2)	Failure to obtain a permit to carry out works on local government property	500
б.	3.18(3)	Failure to obtain a permit to use local government property or a community facility for a for profit purpose	500
7.	3.19(1)	Failure to obtain a permit to camp outside a facility or erect structure	100
8.	3.20	Consumption or possession of liquor without a permit	100
9.	3.21	Failure of permit holder to comply with responsibilities	100
10.	4.2(1)	Failure to use correct toilet block or change room	100
11.	4.2(3)(a)	)(a) Loiter outside or act in an unacceptable manner in any toilet 2 block	
12.	4.2(3)(b)	Enter or attempt to enter an occupied cubicle or compartment	200
13.	4.3(1)		
14.	. 4.3(2) Failure to comply with direction of authorised person, to wear adequate clothing		250
15.	4.4(2)	Behaviour detrimental to property 100	
16.	4.5(2)(a) Take, injure or kill, or attempt to take, injure or kill any fauna 500		500
17.	4.5(2)(b)	4.5(2)(b) Take onto, set or use any animal, bird or fish trap while on 250 any local government property	
18.	4.5(2)(c)	Remove, prune or damage any flora 250	
19.	4.6	Under influence of liquor or prohibited drug or substance 100	
20.	4.7 Take, consume or use a prohibited drug or substance on local government property		250

21.	4.8(2)	Failure to comply with sign on local government property	100
22.	5.3(a)	Consume food or drink in a prohibited area	100
23.	5.3(b)	Climbing up or upon a community facility 100	
24.	5.3(c)	Enter or use, or attempt to enter or use a community facility whilst unclean or suffering from a contagious, infectious or cutaneous disease	100
25.	5.3(d)	Using soap or shampoo in any part of the pool area other than in the change rooms	100
26.	5.3(e)	Using any detergent, substance or oil in any pool or spa	100
27.	5.3(f)	Fouling or polluting the water in any shower, pool or spa	100
28.	5.3(g)	Bringing into any part of the pool area or place thereon any chemical substance, liquid or powder	100
29.	5.3(h)	Bringing into any part of the pool area any glass containers	100
30.	5.3(i)	Smoking in or about the community facility	100
31.	5.3(j)	Deliberately waste or wastefully use fresh or potable water in the pool area	
32.	5.3(k)	Spitting or expectorating in any part of the community 300 facility, other than in a water closet	
33.	5.3(1)	Entering a pool or spa in a dirty or unclean condition	100
34.	5.3(m)	Using a mobile phone, camera or other recording device in a change room at a community facility 500	
35.	5.5(1)	Launch a boat into river other than from an approved boat launching ramp or area permitted by signs	100
36.	5.5(2)	Launch personal watercraft into river other than from a boat launching ramp	100
37.	5.6(1)	5(1) Fishing in an area where fishing is prohibited or restricted by 100 signs	
38.	5.6(2)(a)	Clean fish or cut bait that causes a nuisance to river users 100	
39.	5.6(2)(b)	Leave or deposit fish offal or bait on land or in the river 100	
40.	5.7	Unauthorised entry to an area fenced off or closed to the 250 public	
41.	5.9(1)	Installing an air conditioning unit without approval	250
42.	5.11	Erecting or maintaining an awning, balcony or verandah 250 without a permit or approval	

43.	5.12	Erecting an awning, balcony or verandah that does not comply with dimensions	250	
44.	5.13	Erecting an awning, balcony or verandah that does not comply with design requirements	250	
45.	5.15	Erecting a permanent structure within a thoroughfare or road reserve without approval	250	
46.	5.17(1)	Smoke in a smoke free area.	100	
47.	5.17(2)	Failure to extinguish tobacco product or e-cigarette upon direction of an authorised person	200	
48.	6.2(1)	Displaying an advertising sign that requires a sign permit on local government property without a sign permit	250	
49.	6.3(1)	Erecting or placing a portable direction sign that requires a sign permit on local government property without a sign permit	250	
50.	6.4(1)	Placing or erecting an advertising sign or portable direction sign in a prohibited area	250	
51.	6.4(2)(a)	Failing to maintain a sign in safe and serviceable condition at 100 all times       100		
52.	6.4(2)(b)	Failing to ensure that a sign is of a safe and stable design       100		
53.	6.4(2)(c)	Failing to ensure the free passage of persons using footpath 100 at all times		
54.	6.4(2)(d)	Failing to remove sign at close of business each day or end 100 of event		
55.	6.6(2)	Failing to display a sign in accordance with conditions of 100 sign permit		
56.	6.7(a)	Failing to maintain sign in safe and serviceable condition at all times	100	
57.	6.7(b)	Refusing to conspicuously display the sign permit number on 50 a sign		
58.	6.7(c)	Failing to ensure that a sign is of a safe and stable design	d stable design 100	
59.	6.7(d)	Failing to display sign in the approved location     100		
60.	6.7(e)	Failing to ensure the free passage of persons using the 100 footpath		
61.	6.8	Erecting or displaying an election sign without a permit 500 when a permit is required by the local government		
62.	6.9	Permitting a sign to be displayed in an unsafe or dangerous manner	250	
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63.	6.10	Refusing or failing to remove a sign to allow sweeping, cleaning or other authorised works	100	
64.	6.11	Refusing or failing to remove a sign when requested to do so	250	
65.	6.12	Placing or permitting a sign contrary to the requirements of the local law	250	
66.	7.3(1)	Leaving a shopping trolley in public place other than trolley bay	100	
67.	7.3(2)	Leaving a shopping trolley for a period in excess of 3 hours	100	
68.	8.3(1)	Failure to carry out or complete reinstatement works on affected local government property	500	
69.	8.4	Failure to provide a bank guarantee or pay a security deposit when required by local government	500	
70.	9.1	Damaging a thoroughfare or anything belonging to or under the care control and management of the local government that is on a thoroughfare		
71.	9.2(1)(a)	Failing to take necessary precautions to ensure footpaths, verges or trees are not damaged during works		
72.	9.2(1)(b)	Failing to ensure footpath remains in a safe and functioning500state suitable for use by the public500		
73.	9.2(1)(c)	Failing to notify local government of existing footpath100damage prior to commencement of works100		
74.	9.2(2)(a)	Failing to take reasonable precautions to prevent damage to footpath, verge or street tree       500		
75.	9.5	Failure to install or maintain a verge in accordance with the local laws	250	
76.	9.8	Failing to rectify damage caused to footpath, kerb, thoroughfare or carriageway when installing a verge		
77.	9.13(1)	Failing to obtain permit for temporary crossing         200		
78.	9.14(2)	Filing to comply with notice to remove crossing and reinstate 250 kerb		
79.	10.1(a)	Planting of tree or plant which exceeds 500mm in height on local government property within 10metres from the truncation of an intersection		
80.	10.1(b)	Damaging lawn or garden, or remove any plant without 100 authority		
81.	10.1(c)	Placing any fruit, substance or fluid on footpath which may create a hazard		

82.	10.1(d)	Damaging or interfering with signpost or structure on 200 thoroughfare	
83.	10.1(e)	Riding any wheeled recreational device in a mall, arcade or verandah of a shopping centre	100
84.	10.1(f)	Damaging pruning, injuring, poisoning, removing or killing a tree, which includes a tree on a verge, thoroughfare or local government property without the approval of the local government	500
85.	10.2(1)(a)	Digging a trench through a kerb or footpath without a permit	200
86.	10.2(1)(b)	Throwing or placing anything on a verge without a permit	200
87.	10.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	200
88.	10.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	200
89.	10.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit	300
90.	10.2(1)(f)	Damaging a thoroughfare	200
91.	10.2(1)(g)	Lighting a fire on a thoroughfare without a permit	300
92.	10.2(1)(h)	Felling tree onto thoroughfare without a permit 200	
93.	10.2(1)(i)	Installing pipes or stone on thoroughfare without a permit 200	
94.	10.2(1)(j)	Installing a hoist or other thing on a structure or land for use 200 over a thoroughfare without a permit	
95.	10.2(1)(k)	Creating a nuisance on a public place without a permit 200	
96.	10.2(1)(l)	2(1)(l) Placing a bulk rubbish container on a thoroughfare without a 100 permit	
97.	10.2(1)(m)	) Interfering with anything on a thoroughfare without a permit 200	
98.	10.2(1)(n)	Placing a planter box or pot on a footpath or thoroughfare 100	
99.	11.1	Failing to comply with notice given under local law where 500 not specified in Schedule 1	
100.	13.4(2)	Failure to hold or provide a current certificate of currency to an authorised person when requested250	
101.	13.5	Failing to pay the applicable fee to enter, use or participate in 100 an activity on local government property	
102.	13.6(1)	) Entering local government property or building other than through the proper entrance or without payment of the admission fee	

City of Vincent Loc	al Government Property	Local Law 2021
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103.	14.1(1)	Other offences not specified	100	
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Caroline Dewey Senior Public Health Officer City of Vincent By email: <u>mail@vincent.wa.gov.au</u>

29<sup>th</sup>September 2021

Dear Ms Dewey,

# Re: Local Government Property Local Law 2021

We write on behalf of Cancer Council WA and the Australian Council on Smoking and Health (ACOSH) to provide feedback to the City of Vincent's public consultation on Local Government Property Local Law 2021 (the Local Law).

We note that adopting the Local Law is, in part, to provide the City with the discretion to make a determination prescribing a Local Government property or thoroughfare as a smoke-free area to reflect the Smoke Free Town Centres (SFTC) objective of the City's Public Health Plan 2020-2025.

Cancer Council WA and ACOSH believe SFTC is a sector leading and progressive initiative and we have previously expressed our support.

Cancer Council WA's Senior Policy and Research Coordinator, Lorena Chapman, and Legal Policy Advisor, Stephanie Parnell, have attended one of the City of Vincent's information sessions on the SFTC boundaries. The session covered some of our initial queries around implementation and enforcement. Cancer Council WA and ACOSH were pleased to learn how the City of Vincent has carefully considered, designed and implemented actions to achieve the objective of SFTC.

We understand that the Local Law stipulates procedures for making a smoke-free area determination, including undertaking community consultation and engagement, and including clear infringement processes. We believe these measures, embedded not just in policy but in a local law, will facilitate successful implementation of the City of Vincent's SFTCs and we support the adoption of the Local Law.

We thank you for considering our feedback and look forward to ongoing consultation with you. Please do not hesitate to contact us for any further information or concerns.

Yours sincerely,

Wie

Melissa Ledger Director, Cancer Prevention and Research Cancer Council WA

and

Maurice Joran And

Maurice G Swanson OAM Chief Executive Australian Council on Smoking and Health

# Local Government Property Local Law

I do not support all of the changes to the local law.

I make the following points

- 1. The definition of 'smoke'(page 5) is incomplete people also smoke substances other than tobacco.
- The definition of 'wheeled recreational device' limits scooters to people over 12 years but makes no similar age dependency for a bicycle. It means that 2.7 (1) (i) only allows scooters if you are less than 12 but allows bicycles for all ages. And 2.8 (1) (b) means you can't prohibit scooters ridden by people over 12.
- 4.2 (1) (c) limits use of a 'families' toilet or change room to immediate family members. What about caregivers? It seems that a caregiver can enter a cubicle (4.2 (4)) but they can't enter the block in which the cubicle is located (4.2 (1))
- 6.1 (e) uses the term 'small scale' for a sign without giving any indication what that means. Dimensions are given in 6.2 (2) (a) – perhaps include them in the definition of minor nature development.
- 5. 6.3 why can a directional sign be 750mm high but a sign in 6.2 (a) can only be 500mm high?
- 6. The definition of 'developer' is vague it includes the developer (circular definition), builder or land owner. In 8.3 (1) and (2) it says that there is a debt owed by the developer. Who is that the land owner or builder?
- 9.4 defines a garden as requiring plants that are 'where possible' waterwise or native. Firstly, it is always possible to plant native plants so the 'where possible' should be dropped. Secondly, it says 'waterwise or native' – shouldn't it be 'waterwise and native' if that is your intension
- 8. 8.4 seems strange surely you don't issue a permit until they pay the guarantee!
- 9. Penalty for 8.4 (failure to provide a bank guarantee) surely you don't issue the required permit until the guarantee is received, so why have a penalty?
- 10. 9.2.1(c) making it an offence not to notify the local government of existing damage to a footpath seems a step too far. Sure, require them to notify of any prior damage, but don't make it an offence. Simply make it a condition of issuing the building licence they must submit any photos of existing damage or agree to a statement that there is no damage as part of the building licence approval.
- 9.4 definitions uses the term ;'landscaping feature' without defining it. 9.7 then seems to define it and impose conditions. It would better if 'landscape feature' was included in the definitions.
- 12. 9.6 (b) says that somebody who plants a lawn must mow it on a regular basis, without defining 'regular', and being liable to a \$250 fine if they don't, yet a person who does nothing and just lets the weeds grow has no compulsion to keep the verge clear, and no penalty. If a person has installed a lawn but decide they do not want to maintain it, is it suggested that they remove it and leave just bare sand rather than face a possible \$250 fine.

# Local Government Property Local Law

- 13. In general, I don't agree with 9.6 and the fact that it can lead to a \$250 fine. I appreciate the intent but I think it creates a higher standard than for verges that are not cared for.
- 14. 9.6 requires the footpath to be kept clear of plants or landscaping features. The same should apply for any plants planted on private property they should not be allowed to overgrow the footpath (local government property) if it makes using the footpath difficult or dangerous. I'm not sure if the local law covers this, but if it doesn't, it should. I don't have concerns about soft plants that overhang a small distance, it is the spiky plants or the plants that take up half the footpath that are the problem.
- 15. 9.7 (4) allows bin stands without defining what they are or how large they may be. By including the term (bin stand) in the local law it gives an indication that bins may be allowed on the verge on a 24/7 basis. This is already happening. There should be a definition of 'bin stand' which makes it clear that it may only be of a size to hold two bins per property, and that bins must be removed within 24 hours of the bins being emptied (or something similar).
- 16. 9.7 (1) allows landscape features within 0.5 meters of a street tree. This sounds too close for some sort of features if they have the chance of impacting on the root zone. Somebody could build a brick seat within .5 metres of a tree which could damage the tree. This needs better wording to ensure that tree root zones are not impacted.
- 17. 9.7 (3) and (4) should be combined.
- 18. Penalty for killing a verge tree (10.1 (f)) is far too small at \$500. It should be set at the 'value' of the tree as determined by some recognised and defined method, plus a 100% penalty premium.
- 19. Penalty for failing to ensure trees are not damaged during works (9.2 (1) (a)) should be a lot higher than \$500 unless there is another penalty for actually damaging the tree. If there is another penalty it should be tied to the 'value' of the tree based on some defined process.
- 20. The penalties for 9.2(1)(b) and 9.2(2)(a) sound similar are the clauses redundant?

# Community Consultation for Local Government Property Local Law 2021 – Administration Response to Submission 2:

	Comment	Administration response
1.	The definition of 'smoke' (page 5) is incomplete – people also smoke substances other than tobacco.	Shisha is considered a tobacco product and e-cigarettes are noted in the definition of 'smoke'. Smoking of illegal substances is governed by State laws and controlled by the Western Australian Police Force.
		Illegal substances being consumed on local government property is addressed in Clause 4.7 of the proposed <i>Local Government Property Local Law 2021:</i> 4.7 No prohibited drugs or substances
		A person shall not take a prohibited drug or substance, consume or use a prohibited drug or substance, on any local government property.
2.	The definition of 'wheeled recreational device' limits scooters to	Administration intends to make the following change:
	people over 12 years but makes no similar age dependency for	1.6 Definitions
	a bicycle. It means that 2.7 (1) (i) only allows scooters if you are	wheeled recreational device means a wheeled device built to transport a person (whether propelled
	less than 12 but allows bicycles for all ages. And 2.8 (1) (b) means you can't prohibit scooters ridden by people over 12.	by human power, electricity, motor or gravity). <del>including:</del> ( <del>1) a bicycle or unicycle;</del>
		(2) in-line-skates, roller-stakes, a skateboard or similar device; and
		(3) a scooter being used by a person aged 12 years or older.
3.	4.2 (1) (c) limits use of a 'families' toilet or change room to	Administration intends to make the following change:
	immediate family members. What about caregivers? It seems	4.2 Only specified gender to use entry of toilet block or change room
	that a caregiver can enter a cubicle (4.2 (4)) but they can't enter	(1) Subject to clause 4.2(2), where a sign on a toilet block or change room specifies that a particular
	the block in which the cubicle is located (4.2 (1))	toilet block or change room is to be used by –
		(c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family, a guardian, or a caregiver, may use that toilet block or change
		room.
4.	6.1 (e) uses the term 'small scale' for a sign without giving any	Administration intends to make the following changes:
	indication what that means. Dimensions are given in 6.2 (2) (a)	6.1 Definitions
	<ul> <li>perhaps include them in the definition of minor nature</li> </ul>	(e) <i>minor nature development</i> means a sign that is characterised as:
	development.	(i) not exceeding 500mm in height nor 0.5m2 in area, on any side, small in scale and composition and
	0.0 why can a directional size by 750 was bigh but a size in	which will not unduly adversely affect the local government property;
5.	<ul><li>6.3 – why can a directional sign be 750mm high but a sign in</li><li>6.2 (a) can only be 500mm high?</li></ul>	Portable direction signs can be larger in size to advertising signs to allow for greater visibility to people whether they be vision impaired or driving past. They are also noted to be portable, not fixed.
6.	The definition of 'developer' is vague – it includes the developer	Administration intends to make the following changes:
0.	(circular definition), builder or land owner. In 8.3 (1) and (2) it	The definition of 'developer' has been deleted:
	says that there is a debt owed by the developer. Who is that –	8.1 Definitions
	the land owner or builder?	developer means the developer, builder or land owner or occupier proposing to undertake the
		<del>development</del>
		The definition of 'applicant' has been included:
		8.1 Definitions
		<b>applicant</b> means the person or business that received a development approval, building permit, or demolition permit, that has been issued to undertake the development.
		All references to 'developer' have been changed to 'applicant'.

Page 1 of 4

### Community Consultation for Local Government Property Local Law 2021 – Administration Response to Submission 2:

	Comment	Administration response
7.	9.4 defines a garden as requiring plants that are 'where possible' waterwise or native. Firstly, it is always possible to plant native plants so the 'where possible' should be dropped. Secondly, it says 'waterwise or native' – shouldn't it be 'waterwise and native' if that is your intension	Administration intends to make the following changes: <b>9.4 Definitions</b> (a) <b>Garden</b> means a verge that is planted, developed or treated, otherwise than as a lawn, with one or more plants that: (i) where possible, are waterwise or native; Generally, native gardens are waterwise, however the 'or' was included because gardens can be waterwise and not native.
8.	8.4 seems strange – surely you don't issue a permit until they pay the guaranteel	<ul> <li>8.4 Obligation to provide bank guarantee or security deposit</li> <li>When required under this local law, a developer must provide the local government with a bank guarantee or pay a security deposit in the amount determined by the local government.</li> <li>Clause 8.4 does not specify any timing relating to the local government issuing a Building Permit before or after receiving a security deposit or a bank guarantee. This clause only states that the developer has an obligation under this law if directed by the local government.</li> </ul>
9.	Penalty for 8.4 (failure to provide a bank guarantee) – surely you don't issue the required permit until the guarantee is received, so why have a penalty?	The Building Act 2011 (and Building Regulations 2012) do not prescribe verge bonds as a consideration in determining whether a Building Permit can be granted (Building Act 2011 s. 20).
10.	9.2.1(c) – making it an offence not to notify the local government of existing damage to a footpath seems a step too far. Sure, require them to notify of any prior damage, but don't make it an offence. Simply make it a condition of issuing the building licence – they must submit any photos of existing damage or agree to a statement that there is no damage as part of the building licence approval.	Administration intends to make the following changes: <b>9.2 Footpath, verge and street tree protection</b> (1) The owner, occupier, licensee or contractor who undertakes works on a private property adjacent to a footpath, verge or street tree, shall – (a) take all necessary precautions to ensure that the footpath, verge or street tree is not damaged during the course of the works; and (b) take all necessary action to ensure that the footpath remains in a safe functional state suitable for use by the public.; and (c) notify the local government of any existing damage to the footpath, verge or street tree prior to the commencement of the works. The relevant penalty has been removed.
11.	9.4 definitions uses the term; 'landscaping feature' without defining it. 9.7 then seems to define it and impose conditions. It would better if 'landscape feature' was included in the definitions.	Administration intends to make the following change: 9.4 Definitions (d) verge treatment means a: (i) garden; (ii) Jawn; and/or (iii) permitted landscaping feature 9.7 Permitted landscaping features outlines the restrictions that apply to landscaping features installed in a verge.

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### Community Consultation for Local Government Property Local Law 2021 – Administration Response to Submission 2:

	Comment	Administration response
12.	9.6 (b) says that somebody who plants a lawn must mow it on a regular basis, without defining 'regular', and being liable to a \$250 fine if they don't, yet a person who does nothing and just lets the weeds grow has no compulsion to keep the verge clear, and no penalty. If a person has installed a lawn but decide they do not want to maintain it, is it suggested that they remove it and leave just bare sand rather than face a possible \$250 fine.	Administration intends to make the following change: <b>9.6 Maintenance of verge treatments</b> An owner who installs or maintains a verge treatment must ensure: (a) the verge treatment is maintained: (i) in good and tidy condition, including removing build-up of leaves and grass clippings; and (ii) to ensure clear lines of sight for pedestrians, cyclists and motorists are provided at all times; (b) if the treatment includes lawn, the lawn is regularly mowed;
13.	In general, I don't agree with 9.6 and the fact that it can lead to a \$250 fine. I appreciate the intent but I think it creates a higher standard than for verges that are not cared for.	(b)-(c) the verge treatment is setback from and provides clear access to any infrastructure such as power poles and underground services within, under or over the verge; and (c)-(d) any footpath running alongside the verge is kept clear of plants and landscaping features.
14.	9.6 requires the footpath to be kept clear of plants or landscaping features. The same should apply for any plants planted on private property – they should not be allowed to overgrow the footpath (local government property) if it makes using the footpath difficult or dangerous. I'm not sure if the local law covers this, but if it doesn't, it should. I don't have concerns about soft plants that overhang a small distance, it is the spiky plants or the plants that take up half the footpath that are the problem.	Encroaching on public thoroughfare is addressed in Regulation 7 of the <i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <b>7. Encroaching on public thoroughfare — Sch. 9.1 cl. 3(2)</b> A person who is the owner or occupier of land on which a structure is erected or a tree or other plant is growing must, when requested by the local government to do so, remove any part of the structure, tree or plant that is encroaching, without lawful authority, on a public thoroughfare. <i>Penalty: a fine of \$5 000 and a daily penalty of \$500 for each day during which the offence continues.</i>
15.	9.7 (4) allows bin stands without defining what they are or how large they may be. By including the term (bin stand) in the local law it gives an indication that bins may be allowed on the verge on a 24/7 basis. This is already happening. There should be a definition of 'bin stand' which makes it clear that it may only be of a size to hold two bins per property, and that bins must be removed within 24 hours of the bins being emptied (or something similar).	Bin stands are permitted by the proposed Local Law. An application to install a bin stand would be reviewed by the City's Engineering team and could be approved subject to requirements. For new builds, bin stands are assessed during the Development Application stage. If permitted and a property installs or already has a bin stand on their verge, they are still required to remove bins from the verge after collection. The City's <i>Policy 2.2.11 Waste Management</i> notes: 1.5 All MGB's must be removed from the verge within twenty-four (24) hours from the day of collection, and stored within the property, failure to do so may result in the MGB/s being impounded.
16.	9.7 (1) allows landscape features within 0.5 meters of a street tree. This sounds too close for some sort of features if they have the chance of impacting on the root zone. Somebody could build a brick seat within .5 metres of a tree which could damage the tree. This needs better wording to ensure that tree root zones are not impacted.	<ul> <li>This clause is in line with the City's Policy 2.2.4 Verge Treatments, Plantings and Beautification, which states:</li> <li>1.4.4 When installing and/or incorporating landscaping features on the verge, the below guidelines must be met: <ul> <li>(ix) Seating or Benches</li> <li>Constructed of durable material, securely installed with no sharp edges, corners or fixtures;</li> <li>Provide a minimum 0.5 metre setback from any street tree to maintain the health of the tree;</li> <li>Maintain clear access for parked cars at all times.</li> </ul> </li> </ul>

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#### Community Consultation for Local Government Property Local Law 2021 – Administration Response to Submission 2:

	Comment	Administration response
		If a verge tree was damaged a person can be liable under Clause 9.1 of the proposed <i>Local</i> Government Property Local Law 2021: <b>9.1 No damage to thoroughfare</b> A person shall not damage, without lawful authority, a thoroughfare or anything belonging to or under the care, control or management of the local government that is on a thoroughfare, including but not limited to a footpath, verge or street tree.
17.	9.7 (3) and (4) should be combined.	Penalty: \$500.         Administration intends to make the following change:         9.7 Permitted landscaping features         Unless otherwise approved by the local government, the following restrictions apply to landscaping features installed in a verge:         (3) compacted gravel pathways must provide a minimum 0.5 metre setback from any street trees; and (3)-(4) compacted gravel pathways, paved pathways and bin stands (for non-parking purposes) must:         (a) be finished level to be flush with the adjacent footpath, driveway, kerb and verge soil level; and (b) provide a minimum 0.5 metre setback from any street trees.
18.	Penalty for killing a verge tree (10.1 (f)) is far too small at \$500. It should be set at the 'value' of the tree as determined by some recognised and defined method, plus a 100% penalty premium.	\$500 is a modified penalty that can be imposed by infringement. Clause 14.1 provides that a maximum penalty of \$5,000 should a person be convicted of an offence under the local law. Section 9.17(3) of the <i>Local Government Act</i> 1995 provides that a modified penalty prescribed by a local law can not exceed 10% of the maximum fine that a court could impose for that offence.
19.	Penalty for failing to ensure trees are not damaged during works (9.2 (1) (a)) should be a lot higher than \$500 unless there is another penalty for actually damaging the tree. If there is another penalty it should be tied to the 'value' of the tree based on some defined process.	If a verge tree was damaged during works, the developer would also be liable under Clause 13.3 of the proposed Local Government Property Local Law 2021: <b>13.3 Liability for damage to local government property</b> Where a person unlawfully damages or causes damage to or detrimentally affects the appearance or nature of any local government property, the local government may by Notice to that person require that person within the time specified in the Notice to, at the option of the local government, pay the costs of – (a) reinstating the property to the state it was in prior to the occurrence of the damage; or (b) replacing that property.
20.	The penalties for 9.2(1)(b) and 9.2(2)(a) sound similar – are the clauses redundant?	<ul> <li>The penalty for Clause 9.2(1)(b) is for failing to maintain the accessibility of any footpath:</li> <li>9.2(1)(b) Failing to ensure footpath remains in a safe and functioning state suitable for use by the public.</li> <li>Whereas the penalty for Clause 9.2(2)(a) is for failing to prevent damage to any footpath:</li> <li>9.2(2)(a) Failing to take reasonable precautions to prevent damage to footpath, verge or street tree.</li> </ul>

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#### 9.7 GOVERNANCE FRAMEWORK REVIEW 2021

Attachments: 1. Governance Framework Review - tracked changes 2021 🗓 🔛

#### **RECOMMENDATION:**

That Council:

- 1. NOTES the review of the Governance Framework, as outlined in this report; and
- 2. ADOPTS the updated Governance Framework, as tracked at Attachment 1.

#### PURPOSE OF REPORT:

To present the review of the Governance Framework (Framework) and seek approval of the updated Framework at **Attachment 1**.

#### BACKGROUND:

At its 18 August 2020 Ordinary Council meeting, Council adopted the City's first <u>Governance Framework</u> (Framework).

The Framework highlights the City's commitment to providing good governance by defining systems, policies, processes, and a methodology for ensuring accountability, probity and openness in the conduct of City business.

The City has continued to strengthen the Framework with the following amendments presented to Council since its adoption:

- the inclusion of priority health outcome consideration in our decision making;
- a new Fraud and Corruption section to reinforce the City's commitment to preventing, deterring, monitoring and reporting fraudulent and corrupt behaviour;
- the division of the codes of conduct;
- procedural requirement for dealing with complaints about alleged breaches of the behaviour;
- updated gift and conflict of interest provisions in line with the new regulations;
- appointment to external boards and committees; and
- the inclusion of related party declaration requirements of the Australian Accounting Standard.

The Framework is to be reviewed after each ordinary local government election in consultation with Elected Members, ensuring new Elected Members have an opportunity to be involved. The outcome of the review and any proposed amendments are to be presented to Council for adoption within 4 months of each election.

#### DETAILS:

In August 2021, Administration undertook a review of the Framework. A "tracked changes" version of the Framework has been provided at **Attachment 1**.

The table below presents a summary of the proposed amendments:

Section	Action	Notes
Strategic Community Plan	This section has been updated to note the minor review that was undertaken and presented in 2020.	Further updates to this section will be presented following the 2022 review.
Meeting procedures	This section has been updated to reference the new Council Briefing Guidelines.	The Council Briefing Guidelines and Electronic Council Proceedings – Guidelines were consolidated into one document to provide clarification and guidance to members of the public on the format of Council proceedings.

Section	Action	Notes
Decisions on land use planning and development	This section has been updated to reflect the local government areas covered by the Joint Development Assessment Panel (JDAP).	Minor updates to the local government areas covered by the Joint Development Assessment Panel (JDAP).
Contact with Developers	This section has been updated to include guidance on declaring contact with developers prior to the lodgement of a development application.	Declaring contact prior to the lodgement of a development application is not required under the City's Council Member Contact with Developers Policy but has previously been included in the register at the discretion of the individual Elected Member.
		To provide clarification and guidance this section has been updated to note that any contact prior to the lodgement of a development application should be disclosed as an interest at the point that the application is presented to Council.
Executive Functions	New Executive Functions section has been added.	This section has been added to highlight the importance of ensuring that the services and facilities that the City provides integrates with those that may already be provided by other levels of government or public bodies.
Policies	This section has been updated to reflect the City's new Policy Framework.	The Policy and Development Review Policy was approved by Council at its 15 December 2020 meeting. This section has been updated to demonstrate how Administration is implementing the policy through a systematic review of policy documents and facilitating the requirement of early consultation with Elected Members through the publication of monthly policy papers.
Environmental	The key opportunity areas of the Sustainable Environment Strategy 2019-2024 (SES) have been updated.	This section has been updated to reflect amendments to the key opportunity areas of the Sustainable Environment Strategy 2019-2024 (SES) and the City's commitment to achieving zero greenhouse gas emissions from City operations by 2030.
Privacy of Information	New Privacy of Information section has been added.	This section has been added to reflect the City's
All sections	Reference to Elected Members has	commitment to privacy compliance. This has been updated to reflect the language
	been updated to read Council Members	used in the <i>Local Government Act 1995</i> and associated Regulations.

### CONSULTATION/ADVERTISING:

No community consultation is required for updating the Governance Framework.

#### LEGAL/POLICY:

The Governance Framework summarises key sections of the Local Government Act 1995, Local Government (Administration) Regulations 1996 and Local Government (Model Code of Conduct) Regulations 2021.

### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to adopt the updated Governance Framework.

### STRATEGIC IMPLICATIONS:

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

### Innovative and Accountable

We are open and accountable to an engaged community. Our resources and assets are planned and managed in an efficient and sustainable manner.

### SUSTAINABILITY IMPLICATIONS:

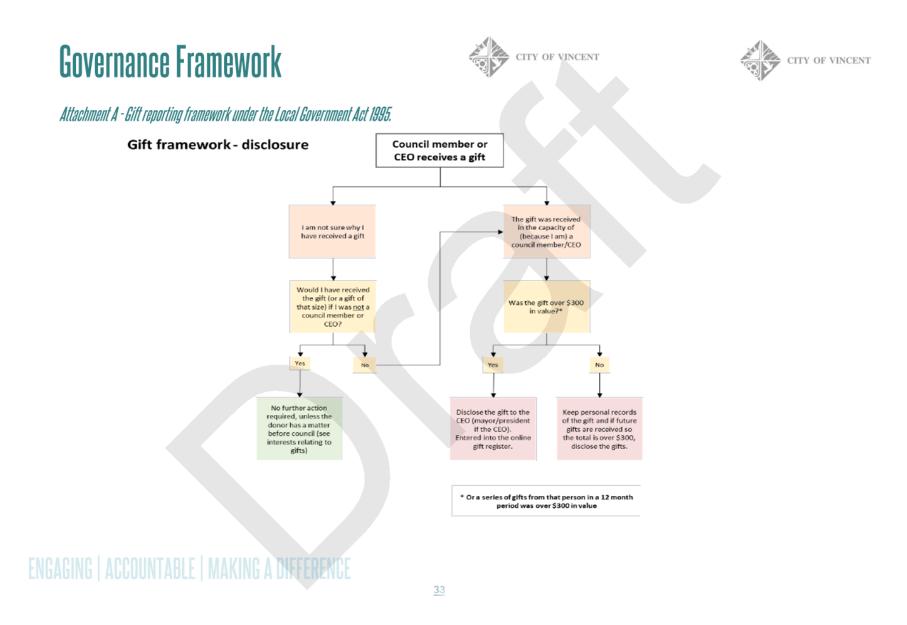
This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.* 

### PUBLIC HEALTH IMPLICATIONS:

This report has no implications on the priority health outcomes of the City's Public Health Plan 2020-2025.

### FINANCIAL/BUDGET IMPLICATIONS:

Nil.



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### Introduction

This framework draws on the legislative requirements, strategic direction and organisational culture that the City of Vincent (**City**) operates in accordance with, to create standard principles of corporate governance. These standard principles of corporate governance guide **Elected**-<u>Council</u> Members and staff in their decision making and service delivery.

This document functions as an overarching framework for good governance. The framework is endorsed by Council and reflects the practices and principles Elected-Council Members, and staff will adhere to when making decisions and delivery services. The framework reinforces and expands on legislative requirements, policy statements and established practices.

#### Local Government defined

Local government in Western Australia is established under the *Local Government Act* 1995 (LGA) and is the third sphere of government in Australia. Local government has legislative responsibility for many functions and activities that are relevant to a local community, including waste management, road maintenance and rates collection.

As the level of government often seen as the 'closest' to the community, local government activities relate to matters that are fundamental to people's lives and impact strongly on their quality of life. This includes organising local community events, providing community spaces and recreation areas and creating liveable neighbourhoods.

### What is governance?

Local governments in Western Australia must carry out their functions in accordance with the LGA and associated regulations.

Governance provides the structure through which a local government's vision and objectives are achieved within a context of competing and changing social, economic and environmental issues.

Governance is the process by which decisions are taken and implemented, the process by which organisations go about achieving their goals and producing their outputs and the process by which organisations are directed, controlled and held to account.

### Why is good governance important to the City?

Good governance principles deliver confidence to the Council, the Chief Executive Officer, employees and the community that the City is being run efficiently, is compliant, sustainable and is carrying out the objectives, policies and plans of Council.

The Governance Institute of Australia (GIA) notes that good governance has four key components:

**Transparency**: being clear and unambiguous about the organisation's structure, operations and performance, both externally and internally, and maintaining a genuine dialogue with, and providing insight to, legitimate stakeholders and the market generally.

Accountability: ensuring that there is clarity of decision-making within the organisation, with processes in place to ensure that the right people have the right authority for the organisation to make effective and efficient decisions, with appropriate consequences for failures to follow those processes.

**Stewardship**: developing and maintaining an enterprise-wide recognition that the organisation is managed for the benefit of its shareholders/members, taking reasonable account of the interests of other legitimate stakeholders.

Integrity: developing and maintaining a culture committed to ethical behaviour and compliance with the law.

Excellence in governance occurs when it is underpinned by accountability, integrity and openness. It involves a focus on clarity of roles and responsibilities, robust systems which support both internal and external accountability and public access to decision-making and information" (CPA 2005).

The LGA defines the roles and responsibilities of Elected <u>Council</u> Members and the Chief Executive Officer to ensure that a local government fulfils its obligations and exercises its powers and functions appropriately.

Section 3.1 (1) of the LGA prescribes that the general function of a local government is to provide for the good government of persons in its district.

### **Governance Principles**

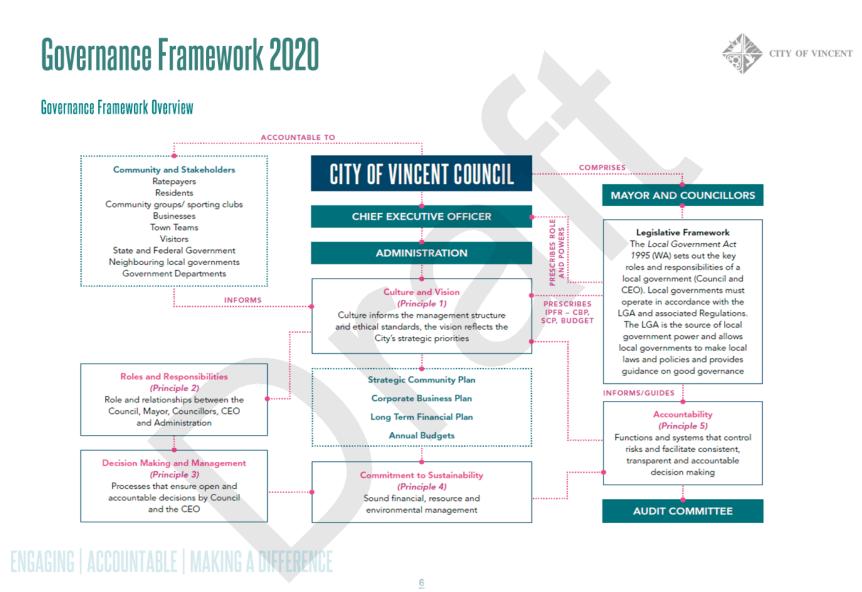
The CPA publication *Excellence in Governance in Local Government 2007* includes four principles that provide a clear foundation for good governance:

- Culture and vision,
- Roles and Relationships;
- Decision-making and management; and
- Accountability;

The City has developed this framework based on the above four principles and has included an additional principle - Commitment to Sustainability.

Item 9.7- Attachment 1

These five principles govern the City's decision-making. All decisions, policies, plans and strategies should be made with reference to the five principles. This should ensure legislative compliance, alignment with the City's strategic vision, transparency and accountability.



CITY OF VINCENT

### **Governance Framework**

### Principle 1 – Culture and Vision

A positive culture and a clear and owned vision and accompanying strategies.

#### 1.1 Culture

In October 2018 Council adopted a new ten-year Strategic Community plan with a vision to:

"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 endeavors by a Council that says YES!"

The community wants us to be a Council and an organisation that is clever, creative and courageous; that is in tune with community appetites and expectations; open-minded and willing to push the boundaries and willing to think and act as an enabler rather than a traditional local government regulator.

As part of the implementation of the Strategic Community Plan, in December 2018, the Chief Executive Officer (CEO) conducted a staff consultation to update the City's organisational values reflecting the new Strategic Community Plan and a Team Vincent approach to building innovation and strategic thinking capabilities.

The corporate values chosen to guide a clever, creative and courageous organisation were: 'Engaging', 'Accountable', and 'Making a Difference'.

#### Engaging

Listening, understanding and communicating is the key to our success

#### Accountable

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

#### Making a difference

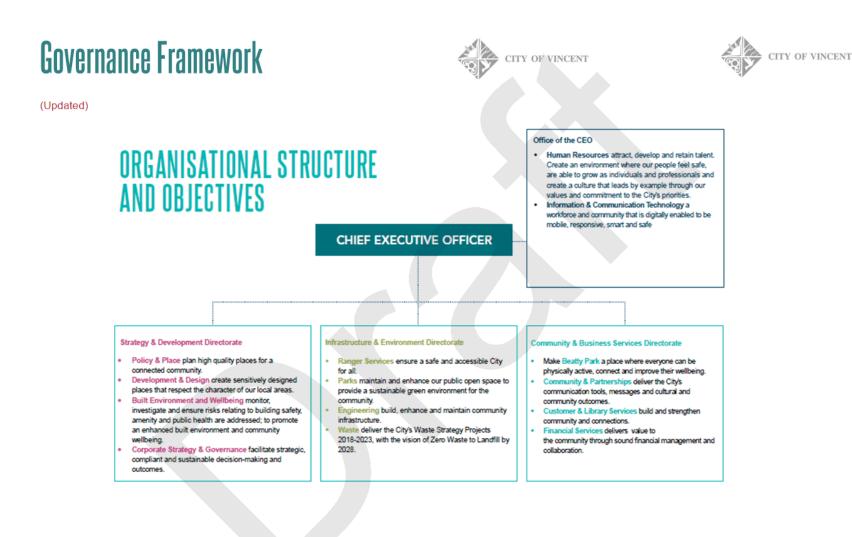
Our work improves our community and the lives of our residents

### Effective management structures and practices

The City's policy 'Organisational Structure and Designation of Senior Employees' prescribes the organisational structure of the City's Administration, including functional responsibilities and the allocation and management of resources.

The organisational objectives chart below sets out the key functions of the three directorates and the Office of the CEO.

ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE



### ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE



### Ethical standards and the Code of Conduct

In February 2021, the Local Government (Administration) Amendment Regulations 2021, Local Government (Model Code of Conduct) Regulations 2021 (Model Code Regulations) and Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021 came into operation. The effect of these Regulations was to prescribe:

- (a) model standards for the recruitment, selection, performance and termination of local government CEOs;
- (b) a model code of conduct for <u>Elected Council</u> Members, committee members and candidates that sets the overarching principles to guide behaviour, specifies the standards of behaviour which reflect the principles and provides the rules of conduct that relate to the principles and behaviours; and
- (c) requirements that the CEO must include in a code of conduct for employees.

Following the enacting of the Regulations, Council adopted the:

- 1. Elected Council Members, Committee Member and Candidates Code of Conduct; and
- 2. Model Standard for CEO Recruitment, Performance and Termination (CEO Standards).

The conduct of Elected <u>Council</u> Members, committee members, the CEO, employees, and contractors was previously governed by the City's Code of Conduct 2017 (**2017 Code**). The effect of the new Regulations is to require separate codes of conduct for employees, contractors, and the CEO on one hand and <u>Elected Council</u> Members, committee members and candidates on the other.

A new Employee and Contractor Code of Conduct is being developed by Administration and (in accordance with the Employee Code Regulations) will be approved and implemented by the CEO.

Until such time the 2017 Code will still apply to employees and contractors and has been renamed the Code of Conduct for City of Vincent Employees and Contractors. This must be observed by the CEO, employees and contractors.

Together, these documents provide Elected Council Members, committee members, candidates (together **Nominated Members**), the CEO and Employees in the City of Vincent with guidelines for an acceptable minimum standard of professional conduct and behaviour in carrying out their functions and responsibility.

### Model Code Regulations

The Model Code Regulations provide minimum standards for ethical and professional conduct by Elected-Council Members in relation to:

- standards of general behaviour;
- use of confidential information;
- securing personal advantage or advantaging/disadvantaging others;
- misuse of local government resources;
- prohibition against involvement with the organisation;
- relations with Employees; and
- · disclosing interests that may affect impartiality

### ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE



### Nominated Members

Clause 8(2)(b) of the Elected Council Members, Committee Member and Candidates Code of Conduct (Nominated Members Code) (which incorporates the Model Code Regulations) requires all Nominated Members to comply with the City's policies, procedures and resolutions. The Nominated Members Code should, therefore, be read in conjunction with the provisions of the City's relevant policies and procedures, including the following:

- Meeting Procedures Local Law 2008;
- Council Members Requests/Contact with City Employees Policy;
- Council Members Allowances, Fees and Reimbursement of Expenses Policy; and
- Council Members Contact with Developers Policy.
- Elected Members Continuing Professional Development Policy
- Fraud and Corruption Prevention Policy
- Risk Management Policy

#### Behavioural breach

Clause 11 of the Nominated Members Code provides that a person may register a complaint if they believe that a Elected-Council Member has breached the Behaviours Division of the Nominated Members Code. The complaint must be made:

- (a) in writing in the approved Complaint Form;
- (b) to the nominated Complaints Officer (the CEO); and
- (c) within one (1) month of the alleged breach occurring.

A Complaint is required to include the name and contact details of the Complainant therefore anonymous complaints cannot be accepted.

The City will take all reasonable steps to maintain confidentiality when dealing with the Complaint, in order to protect both the Complainant and Respondent.

Elected-Council Members, employees and contractors who have a role in handling a specific complaint will be provided with sufficient information to fulfil their role. They must manage this information securely and must not disclose or inappropriately use this information.

Complainants will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the progress of their Complaint.

ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE

<u>10</u>



### CEO Standards

The purpose of the CEO Standards is to ensure that the City selects a CEO in accordance with the principles of equity and transparency. Pursuant to the CEO Standards and the LGA:

- Council is required to identify and agree on the necessary qualifications and selection criteria required by a candidate to undertake the role and duties of the CEO;
- a selection panel, including one independent person (who is not a <u>Elected Council</u> Member), must be established to conduct the recruitment and selection process;
- the CEO's performance is reviewed at least once a year in accordance with performance criteria set and agreed upon in writing by the CEO and the Council; and
- where an incumbent CEO has held the position for a period of 10 or more consecutive years, a recruitment and selection process must be conducted on the expiry of the CEO's contract.

Policy No. 4.2.16 – CEO Annual Performance Review sets out the manner in which the CEO's annual performance review is to be conducted.

### **Comprehensive induction programs**

In accordance with the LGA, Elected-Council Members are required to undertake mandatory training following their election. The mandatory training covers the following topics:

- Understanding local government;
- Serving on council;
- Meeting procedures;
- Conflicts of interest; and
- Understanding of financial reports and budgets

Further to the mandatory training, Elected-Council Members are encouraged to continually improve their knowledge and expertise to enhance the quality of representation and promote well-informed decision-making. This can be achieved by participating in conferences, programs and training courses specifically designed for professional development relating to their role and responsibilities in local government.

The <u>Elected Members Continuing Professional Development Policy</u> provides guidance on the professional development of <u>Elected Council</u> Members.

The City maintains a <u>register</u> of the training and professional development completed by <u>Elected</u> <u>Council</u> Members and this is available on the City's <u>website</u>. The register is reported to Council annually in accordance with section 5.127 of the LGA.

### **Employee Code of Conduct**

The Code of Conduct for City of Vincent Employees and Contractors **(Employees and Contractors Code)** provides the CEO, all employees, and contractors of the City of Vincent with guidelines for an acceptable minimum standard of professional conduct and behaviour in carrying out their functions and responsibility.

The Employees and Contractors Code addresses, in a concise manner, the broader issue of ethical responsibility and encourages greater transparency and accountability in the City. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective responsibilities may be based.

The Code is complementary to the principles in the LGA, which incorporate the following four fundamental aims:

ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE



- Better decision making by local governments;
- Greater community participation in the decisions and affairs of local governments;
- Greater accountability of local governments to their communities; and
- More efficient and effective local government.

### **Fraud and Corruption**

The City expects all <u>Elected-Council</u> Members, Committee Members, Candidates, Employees and Contractors of the City to act in accordance with the applicable Codes and behave ethically and honestly at all times when performing their functions at the City.

The City has zero tolerance for corrupt conduct or fraudulent activities. The City is committed to preventing, deterring, detecting and investigating fraudulent and corrupt behaviour in the delivery of City services. Elected Council Members and Administration must not engage in practices that may constitute fraud or corruption.

In December 2020 the City prepared a Fraud and Corruption Prevention Plan (Plan) which supports Council's <u>Fraud and Corruption Prevention Policy</u> to provide a structured framework and approach to fraud and corruption prevention, detection, monitoring and reporting.

The Plan aligns with the Australian Standards for Fraud and Corruption Control (AS8001-2008), has been endorsed by the Executive Management Committee and will be reviewed by the Audit Committee annually.

The Plan is communicated to all staff via annual training and is available on the City's internal Vintranet site. All new staff are also made aware of the Plan as part of their induction

### ENGAGING | ACCOUNTABLE | MAKING A DIFFERENCE



### 1.2 Vision

The City has identified the hierarchy of governing documents that drive the delivery of the community's long-term vision and sets the process by strategies, policies and action plans are developed and reviewed in consultation with the community.

The local government decision making hierarchy is on page 14 below.

### Integrated planning and reporting framework

In October 2010, the LGA was amended to include a requirement for all local governments to follow an Integrated Planning and Reporting Framework (**IPRF**).

This IPRF aims to ensure integration of community priorities into strategic planning by local government Councils, as well as implementation of the objectives that have been set from these priorities.

The IPRF requires each local government to have three levels of integrated strategic planning, informed and supported by appropriate resourcing and asset management plans.

The key components of the IPRF are:

- Strategic Community Plan Community vision, strategic direction, medium and longer term priorities and resourcing implications over 10+ years.
- Corporate Business Pan Four-year delivery program, aligned to the SCP
- Long Term Financial Plan Long term financial plan to deliver the SCP strategies and CBP actions.
- Asset Management Plans Approach to managing assets to sustainably deliver chosen service levels.
- Workforce Plan Shaping workforce to deliver organisational objectives now and in the future.
- Issue or Area Specific Plans & Strategies Any other informing plans or strategies (e.g., ICT, recreation plans, youth plan, local area plans etc).
- Annual Budget Financial statements, year 1 priorities and services.

The Long Term Financial Plan, Asset Management Plans and Workforce Plan are referred to collectively as the "core" informing strategies. The diagram below shows the relationship between these information strategies, community input, the City's vision and reporting mechanisms.

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#### **Governance Framework** CITY OF VINCENT Integrated planning and reporting framework diagram (updated) **COMMUNITY VISION & ASPIRATIONS INFORMING STRATEGIES & PLANS** Documents endorsed by Council that guide STRATEGIC COMMUNITY PLAN the implementation of the priorities of the Strategic Community Plan to achieve ment Act 1995 and associated regulations require local governments to plan for the future. Establishes the community's vision and aspirations for the longer term (10+ years). community vision. Include: Reviewed and updated every two years, with formal LONG TERM FINANCIAL PLAN (LTFP) community consultation every four years. Ten year rolling plan that sets out how the 4 City will deliver on the SCP priorities and CBP actions. LEGISLATIVE FRAMEWORK ASSET MANAGEMENT PLAN Provides guidance on service provision and **ANNUAL BUDGET** whole of life-cycle asset management to **CORPORATE BUSINESS** support the City's financial sustainability and Based on the projected costing of PLAN (CBP) key service levels. the related year of the CBP and Internal business planning tool that informed by the LTFP. WORKFORCE PLAN translates Council priorities into Identifies the workforce requirements to deliver actions within the resources available. on the SCP priorities and CBP actions. Includes the Capital Works Program. ICT STRATEGIC FRAMEWORK The Local Gover Quarterly reviews reported to Council, Quarterly reviews reported to Council Annual review and report to Council monthly internal reviews PERFORMANCE REPORTING Feedback and updating of documents. ENGAGING | ACCOUNTABLE | MAKING A DEFERENCE



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### Strategic Community Plan

Section 5.56 of the LGA requires every local government in Western Australia to 'plan for the future', which includes to develop a Strategic Community Plan (SCP).

Regulation 19C of the Local Government (Administration) Regulations 1996 provides that the purpose of the SCP is to clearly define the local government's strategic priorities, actions and initiatives for the next ten years, with the SCP to be updated every four years following a review.

In October 2018, Council adopted a new SCP for 2018 - 2028, which established six priorities to guide the City in delivery a range of programs, project, and services. The SCP drives the City's planning, budgeting, resource allocation and service delivery over the next decade, in order to focus efforts and align activities with the community's vision. The SCP is reviewed every two years by the City (desktop review followed by full review). A minor review was undertaken and presented in 2020. Administration is now undertaking a major review in accordance with the IPR Framework, to be presented in 2022.

The SCP is the City's most significant guiding document and establishes the community's vision for Vincent's future.

The City's priority areas, as set out in the SCP, were determined through a robust community consultant process. The six priorities work in concert with each other and together guide the City to achieve the community's vision. The six areas are

- Enhanced Environment The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.
- Accessible City - We want to be a leader in making it safe, easy, environmentally friendly, and enjoyable to get around Vincent
- Connected Community We are a diverse, welcoming, and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.
- Thriving Places Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.
- Sensitive Design Design that 'fits in' to our neighborhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.
- Innovative and Accountable The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged, and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously

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### Corporate Business Plan

The purpose of the City's Corporate Business Plan (CBP) is to determine internal operational activities (service delivery, programs, and projects) over a four-year period, which are developed to achieve the priorities in the SCP. It is a rolling four-year plan, updated annually, and informs the Long-Term Financial Plan (LTFP) and annual budget. Quarterly updates on the CBP are provided to Council.

### Long Term Financial Plan

The ten-year Long-Term Financial Plan is the high-level strategic document that helps align our community aspirations, strategic intent and organisational capacity. It guides our approach to delivering infrastructure and services to the community and demonstrates our commitment to managing our operations in a responsible and sustainable manner.

The plan achieves this objective by projecting our financial position over a ten-year time horizon using a series of realistic, conservative financial assumptions.

This financial modelling provides the City with appropriate information to assess our capacity to maintain overall financial sustainability into the long term and, most importantly, ensure that we have in place the necessary funding arrangements to support proposed capital replacement programs and new capital projects.

The Long-Term Financial Plan is underpinned by the following principles:

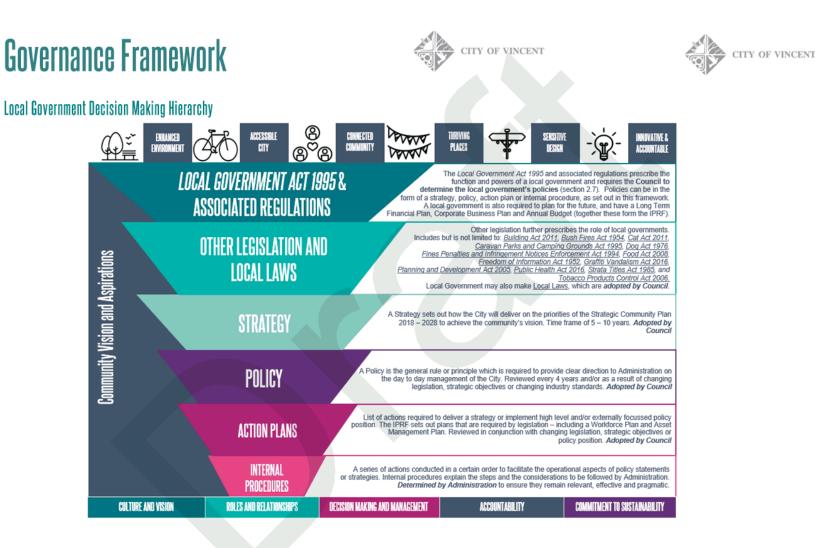
- alignment with strategic aspirations
- responsible stewardship of community assets
- financial sustainability
- financial accountability
- prudence
- transparency

### Annual Budget

The City's Annual Budget must be adopted by Council each year and should focus on the City's actions to be achieved in line with the CBP and SCP.

The Budget outlines operating expenditure (the money required to operate and maintain works and services, such as wages, maintenance and consumables) and capital expenditure (the money required to make capital improvements to items such as roads, buildings and plant and equipment).

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#### Principle 2 – Roles and Relationships

An acceptance of the different roles of the various elements of a local government and positive working relationships between these elements

There are five key roles within a local government:

- 1. the Council;
- 2. Elected Council Members;
- Mayor;
- the CEO; and
- Administration

The City's Council comprises nine Elected-Council Members:

- Mayor represents the entire district, elected at large;
- Elected-Council Members North Ward (4); and
- Elected <u>Council</u> Members South Ward (4).

Elected-Council Members are elected for a four-year term at elections held every two years, unless elected for a shorter term due to a vacancy created by the resignation or disqualification of a Elected Council Member during their term. There are no limitations on the maximum terms of office for Elected Council Members.

Effective relationships between Elected <u>Council</u> Members, the Mayor, the Council as a whole, the CEO and Administration is critical to the achievement of excellence in governance.

Council is responsible for strategy and policy. This includes the strategic planning mechanisms to ensure the continued sustainability of the organisation, the setting of strategic goals for the organisation and the monitoring of the City's performance against these strategic goals.

Council is not responsible for the day-to-day operation of the local government. All operational matters are the responsibility of the CEO.

Elected <u>Council</u> Members and employees must understand their different roles and accept the role they play in achieving the City's corporate goals and implementation of the City's strategies. This understanding is essential for the City to operate effectively and underpins good governance at the City.

The LGA sets out the roles and responsibilities of the Council, the Mayor, the Elected-Council Members, the CEO and Administration.

### **Role of Council**

In accordance with section 2.7 of the LGA the role of Council is to:

- Govern the City's affairs;
- Be responsible for the performance of the City's functions;
- Oversee the allocation of the City's finances and resources; and
- Determine the City's policies.

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### Role and responsibilities of the Mayor

In accordance with section 2.8 of the LGA the role of the Mayor is to:

- Preside at meetings in accordance with the LGA;
- Provide leadership and guidance to the community in the district;
- · Carry out civic and ceremonial duties on behalf of the City;
- Speak on behalf of the City;
- Perform such other functions in accordance with the Act or any other written law; and
- Liaise with the CEO on the City's affairs and the performance of its functions.

### The relationship between the Mayor and <mark>Elected Council</mark> Members

The CPA Australian publication 2007 sets out the relationship as follows:

"An effective relationship between the Mayor and other Elected Members (Councillors) will help to promote the successful delivery of the Council's strategic plan and create a credible local government. The relationship needs to be based on mutual respect and understanding by all Elected Members of the role of the Mayor and their own role and responsibilities as Councillors. The Mayor does not have any legal power to exert authority over the Councillors, apart from her role as presiding member at Council Meetings.

Some important aspects of the relationship between the Mayor and Councillors are as follows:

- The Mayor is the leader of the Council;
- The Mayor should facilitate an inclusive approach to decision-making and involvement in Council activities;
- The Mayor can assist Elected Members to get their issues considered by the Council;
- The Mayor should take some responsibility for Elected Members training and development and should work with the CEO to ensure that Elected Members receive necessary training opportunities.

The Mayor should be responsible for facilitating the resolution of any disputes between Elected Members"

### The relationship between the Mayor and the CEO

The CPA Australian publication 2007 sets out the relationship as follows:

"This important relationship assists in the smooth running of the local government through good communication and anticipation of issues. It should be outward looking. That is, it should be focused on ways in which Elected Members and the organisation can be supported to best achieve the Council's goals.

Some features of an effective relationship are as follows:

- Both parties work closely together and put energy into achieving a good working relationship;
- The relationship is characterised by consistency, openness and good communication;
- Each has the responsibility to keep the other informed about important and relevant issues; Open communication ensures that both parties understand what is important.
- Both parties understand that they have different roles and authorities. While the Mayor is the leader of the local government, this position has limited specific authority while the CEO has particular authorities under the Local Government Act;

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- The relationship between the Mayor and the CEO promotes involvement and inclusion amongst the councillors and the administration. It does not seek to concentrate power in the relationship. There is consistent communication and regular meetings."

### Role and responsibilities of the Deputy Mayor

The role of the Deputy Mayor is to perform the functions of the Mayor when authorised to do so under section 5.34. This includes when the role of Mayor is vacant or when the Mayor is not available or unwilling or unable to perform her duties.

### Roles and responsibilities of <mark>Elected Council</mark> Members

In accordance with section 2.10 of the LGA, the role of a Elected Council Member is to:

- Represent the interests of electors, ratepayers and residents of the district;
- Provide leadership and guidance to the community in the district;
- Facilitate communication between the community and the Council;
- Participate in the City's decision-making process; and
- Perform such other functions as prescribed in the Act or any other written law.

### Elected Council Members accessibility

Elected-Council Members must ensure that they make themselves accessible to the City's community through publication of a minimum set of contact details on the City's website as follows:

- postal address personal or care of the City's address or a PO Box;
- telephone number business, home or mobile number; and
- email address personal, business or City email address.

### Appointment to external boards, committees etc.

Elected-Council Members representing the City at external organisations, boards, committees and working groups are to ensure that they clearly understand the basis of their appointment. They must:

- always act as a spokesperson for the City and in the City's best interests;
- provide regular reports on the activities of the organisation in accordance with the confidentiality requirements of that organisation; and
- represent the City's interests on all matters relating to that organisation while maintaining the . confidentiality requirements of the City.

### Relationship between Elected Council Members and Administration

Elected Council Members are entitled to be fully informed in order to carry out their role as a decision maker and may seek specific information on various issues before Council.

Elected Council Members can not undertake administrative tasks, as set out in clause 19 and 20 of the Nominated Members Code and Model Code Regulations

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#### 19. Prohibition against involvement in administration

- A council member must not undertake a task that contributes to the administration of the (1)local government unless authorised by the local government or the CEO to undertake that task
- Subclause (1) does not apply to anything that a council member does as part of the (2) deliberations at a council or committee meeting.

#### 20. Relationship with local government employees

- In this clause local government employee means a person (1)
  - employed by a local government under section 5.36(1) of the Act; or (a)
  - (b) engaged by a local government under a contract for services.
- (2)A council member or candidate must not
  - direct or attempt to direct a local government employee to do or not to do (a) anything in their capacity as a local government employee; or
  - attempt to influence, by means of a threat or the promise of a reward, the conduct (b)of a local government employee in their capacity as a local government employee; or
  - act in an abusive or threatening manner towards a local government employee. (C)
- Subclause (2)(a) does not apply to anything that a council member does as part of the (3) deliberations at a council or committee meeting.
- If a council member or candidate, in their capacity as a council member or candidate, is (4)attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means
  - make a statement that a local government employee is incompetent or dishonest; (a) or
  - use an offensive or objectionable expression when referring to a local (b) government employee.
- Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code (5)Chapter XXXV.

The procedure for Elected-Council Members requests for information from Administration is addressed in the City's Policy 4.2.5 'Council Members - Requests/Contact with City employees'

### Role and responsibilities of the Chief Executive Officer

In accordance with section 5.41, the functions of the CEO are to:

- Advise the Council in relation to the functions of a local government under the LGA and other written laws
- Ensure that advice and information is available to the Council so that informed decisions can be made;
- Cause Council decisions to be implemented;
- Manage day to day operations of the local government;
- Liaise with the Mayor or president on the local government's affairs and the performance of the local government's functions;
- Speak on behalf of the local government if the Mayor or President agrees;



- Be responsible for the employment, management supervision, direction and dismissal of other senior employees (subject to section 5.37(2));
- Ensure that records and documents of the local government are properly kept for the purposes
  of the Act and any other written law; and
- Perform any other function specified or delegated by the local government or imposed under the Act or any other written law as a function to be performed by the CEO.

#### Principle 3 – Decision-making and management

Effective decision-making and related management processes that reflect transparency and accountability

### Decision making forums and processes

Decision-making is the most important activity undertaken by the City, both by <u>Elected Council</u> Members and by Administration. Effective decision-making processes increase the likelihood that the decisions themselves will be in the best interest of the entire community. Good processes will ensure confidence in decision making by all <u>Elected Council</u> Members as well as the public.

Part 5 of the LGA sets out the framework whereby <u>Elected-Council</u> Members meet as the governing body (Council) for the purpose of decision-making on behalf of the local government.

It is an intention of the Act that Council conducts business and makes decisions:

- openly and transparently
- with a high level of accountability to their community
- efficiently and effectively
- with due probity and integrity
- acknowledging relevant community input
- with all available information and professional advice
- with the fullest possible participation of Elected-Council Members

Decisions made at meetings are recorded in the form of resolutions, which are binding on the Council until they are formally amended or repealed. Resolutions, once recorded, take effect immediately.

To facilitate transparent and accountable decision-making <u>Elected-Council</u> Members and Administration are encouraged to operate in the following manner:

- Administration will endeavour to respond to any queries or requests for information from <u>Elected-Council</u> Members as a priority so that <u>Elected-Council</u> Members have the required information to fulfil their role and make decisions.
- Elected-Council Members will endeavour to provide complex questions or large requests for information to Administration in advance of a Committee or Council Meeting, particularly if a detailed response is required or if it relates to a possible amendment or alternative recommendation, so that Administration has sufficient time to provide a sufficiently detailed response.

This reciprocal arrangement assists Council in fulfilling its roles and responsibilities on behalf of the community.

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### Council meeting schedule

The City has adopted a monthly meeting cycle which consists of a Council Briefing, which is an opportunity for questions to be asked by <u>Elected-Council</u> Members, followed by a Council Meeting. The cycle is as follows:

- second Tuesday of the month: Council Briefing; and
- third Tuesday of the month: Ordinary Council Meeting.

The February Briefing and Meeting have been brought forward one week to reduce the extent of the December / January recess period. The April and July Briefings and Meetings have also been adjusted to avoid Briefings and Meetings being held during school holidays.

The full schedule is available on the City's website.

Special Meetings can be called by the Mayor, three members of Council or the Council as a whole, as set out in section 5.3 of the Act. Special Meetings of Council can be convened if an urgent matter arises which requires decision prior to the next scheduled Meeting.

Council can also delegate additional powers to the CEO over the Council recess period (between the December and February Meetings), subject to section 5.43 of the LGA (which sets out restrictions on powers and duties that can be delegated) in order to ensure the essential operations of the City can continue.

### Council Workshops

Council Workshops provide an opportunity for informal discussion between Elected Council Members and Administration. The purpose of Council Workshops is to engage and update Elected Council Members on:

- Corporate Business Plan and CEO KPI Items;
- Emerging Issues;
- Council Strategy and Policy Development; and
- Major Community Engagement Activities.

Council Workshops are not decision-making forums and are not governed by the LGA or the City's *Meeting Procedures Local Law 2008.* 

Council Workshops will generally involve projects or matters that are in the early planning stages and not yet ready to be presented to Council for decision.

During Council Workshops:

- the Chief Executive Officer seeks input from Elected Council Members that are in the research and concept stage, to allow the drafting and formalisation of the concepts to progress;
- Elected <u>Council</u> Members are fully informed on matters to enable decisions to be made in the best interests of the community; and
- Elected Council Members represent the views of the community in matters.

The input of Elected Council Members through open and free-flowing exchange of ideas provides invaluable direction to the Chief Executive Officer for the research, planning and development of matters.

Elected-Council Members must not indicate their voting intention at Council Workshops.

Council Workshops are not open to the public but where relevant and in consultation with Elected <u>Council</u> Members, external consultants, representatives of community organisations and community members may be invited to attend.

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### Council Briefings

Council Briefings are held at 6pm in the Council Chamber on the Tuesday of the week prior to the Ordinary Council Meeting. Council Briefings provide the opportunity for <u>Elected-Council</u> Members and members of the public to ask questions and clarify issues relevant to the specific agenda items due to be presented and discussed at the forthcoming Council Meeting.

No decisions are made at Council Briefings. Elected Council Members may request additional information or may request alternative wording for motions to be prepared for possible consideration at the forthcoming Council Meeting.

Council Briefing Agendas are published on the City's website on or before the Wednesday of the week before the Council Briefing.

Council Briefings are open to the members of the public and also live streamed, with the recording available on the City's website.

### Council Meetings

The Council Meeting is Council's only debating and decision-making forum. Council Meetings are conducted in strict compliance with the requirements of the LGA, its regulations and the City's Meeting Procedures Local Law.

Good decision-making at a Council Meeting is achieved by:

- a clear and informative agenda,
- good chairing and facilitation by the Presiding Member;
- adherence to the meeting procedures; and
- adherence to statutory requirements.

Council Meeting Agendas are published on the City's website on or before the Friday of the week before the Council Meeting.

The City's Council Meetings are open to the public, which ensures that the community is fully informed and, where appropriate, involved in the decisions and affairs of Council. <u>Elected-Council</u> Members, the CEO and Executive Directors attend all Council meetings. Council meetings are live streamed, with the recording available on the City's website.

### Community participation in the decision-making process

The City's <u>Community Consultation Policy</u> currently prescribes the community consultation process that is undertaken to engage the community in the City's decision making process. The policy guides how the City speaks with and listens to the community. The policy is proposed to be replaced with a Community Engagement Charter.

Community and expert advice is also sought in the following ways:

- Reconciliation Action Plan Working Group this working group is a requirement of the City's Reconciliation Action Plan (RAP) and is a key stakeholder in the delivery of the City's RAP.
- Community members (panel) comprises of a cross section of the City's community, their feedback was used to inform the City's SCP adopted in 2018 (Imagine Vincent campaign);
- Design Review Panel comprises of paid independent experts who provide technical advice to Administration on development design, including the amenity, architecture, landscaping and sustainability. Administration can refer developments to the panel for comment, and the recommendations of the panel are considered by Administration or Council when making a determination on the development approval.

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Advisory Groups – since 1995 the City has had a number of groups comprising of community members and Elected-Council Members. The groups operate in accordance with the City's Policy - 'Advisory Groups' Policy No. 4.2.12.

### Agenda and Minutes

#### Aqenda

It is a requirement of the LGA that the CEO provides 72 hours' notice of the date, time and place of an Ordinary Meeting of Council, and provides an agenda for the meeting. The City circulates the agenda for the Council Briefing on the Wednesday prior to the Briefing, and on the Friday prior to the Meeting.

Well-structured agendas lead to efficient and effective Council Briefings and Meetings, and in turn result in good decision-making.

The City's agendas comprise of reports prepared by Administration, which aim to provide the Council with sufficient and relevant information to make a decision, including the SCP alignment and budget implications.

Reports include the following information:

- Recommendation Clearly states the action that Administration is proposing.
- Purpose of Report Explains why the report is being prepared and what is requested from Council.
- Background Provides the necessary background information for Council to understand the context / reason for the report.
- Details Provides sufficient context and detail to enable a full understanding of the issue and why the recommendation is being proposed.
- Consultation/Advertising- Specifically identifies future consultation, engagement or advertising requirements. If consultation has occurred previously this should be included in the Details section and should identify who has been consulted including dates, methods, and number of responses.
- Legal/Policy Specifies any Acts, Regulations, Local Laws and Policies that are relevant to the decision.
- Risk Management Implications –A low, medium or high-risk rating is assigned to the proposed recommendation. The risk of not making the recommended decision can also be included.
- Strategic Implications Shows that the proposed decision is aligned with one or more priorities in the SCP.
- Sustainability Implications Shows that the proposed decision is aligned with objectives in the City's Sustainable Environment Strategy.
- Public Health Plan Implications Identify whether the proposed decision is aligned with one of the priority health outcomes in the City's Public Health Plan.
- Financial/Budget implications –identifies the financial impacts of the proposed decision and alignment with or impact on the LTFP.
- Comments Allows any further comments to be included, as required to provide Council with all the information necessary to make a decision.

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### Late reports

Late reports are strongly discouraged however there may be occasions when additional items are required to be presented to Council following the publishing of the Briefing or Meeting agenda. In these instances, Administration will endeavour to publish these reports as soon as possible following the publishing of the agenda, to enable sufficient time for Elected Council Members and the community to consider the item.

The City's Meeting Procedures Policy prescribes the circumstances that may permit the publication of a late report and includes a requirement for justification and consideration of the impact that late publication may have on community engagement.

### Minutes

Regulation 13 of the Local Government Administration Regulations 1996 prescribes that unconfirmed minute of each Council meeting are to be available to the public within 10 business days after the meetina

The minutes of a Council Meeting comprise of all items considered at the meeting and include attendances, all motions, their movers, seconders, and the results of the motions

In the interests of accountability and transparency, the City circulates the minutes on the Friday following the Meeting. If for any reason the Minutes are not available for circulation by the Friday, an explanation is provided on the website.

The minutes are confirmed at the first Council Meeting immediately thereafter.

### Meeting procedures

Council have adopted a Meeting Procedures Local Law that sets out the conduct, process and protocols of Council meetings and Briefings. The Meeting Procedures Local Law is required to be reviewed every 8 years.

Council have also adopted a Meeting Procedures Policy which provides high level clarification on the conduct of Council Meetings and Briefings, where not addressed in the Meeting Procedures Local Law. The policy is supported by the Council Briefings Guidelines and Electronic Council Proceedings Guidelines Council Proceedings Guidelines which are publicly available and linked within the Policy.

### Decisions on land use planning and development

Development and land use proposals on properties may be required to be assessed and approved via a Development Application pursuant to the City's Local Planning Scheme No. 2. Depending on the type and scale of the development, the development determination of the development application will be made by Council, Administration, the State Development Assessment Unit (SDAU) or the Metropolitan Inner-North West Joint Development Assessment Panel (JDAP). In addition to the City of Vincent, the JDAP covers the following local government areas:

- The Town of Bassendean, Cambridge, Claremont, Cottesloe and Mosman Park;
- The City of Bayswater, Nedlands, Stirling and Subiaco; and Cambridge, Town of Claremont, Town of Cottesloe, Town of Mosman Park, City of Nedlands
- The Shire of Peppermint Grove and City of Subjaco are part of the JDAP.

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### Conflict of interest

Elected Council Members, CEO's and employees must make decisions in the best interests of their community. To do this, they must consider each issue on its merits.

A conflict of interest occurs when a person's position within the City of Vincent, or their financial or other personal interests, affect, have the potential to affect, or could have the appearance of affecting, their judgement, objectivity, or independence.

Decision-making could be influenced, or perceived to be influenced, in a number of ways, including through financial relationships, personal relationships and the receipt of gifts. Conflicts of interests may arise from a number of sources, including friends, relatives, close associates, financial investments, business interests or dealings or past employment.

The LGA and related party declaration requirements of the Australian Accounting Standard set out requirements for Elected\_Council Members, CEOs and local government employees to disclose interests to ensure transparency and accountability in decision-making.

Elected <u>Council</u> Members, the CEO and employees must declare any actual or perceived conflict of interest between their personal interests and the impartial fulfilment of their professional duties in accordance with the requirements outlined below.

### Disclosure of interests affecting impartiality

An impartiality interest does not apply to an interest referred to in section 5.60 of the LGA – i.e. it does not include financial or proximity interests.

### Elected Council Members

In accordance with clause 22 of the Nominated Members Code, a <u>Elected\_Council</u> Member who has an impartiality interest in any matter to be discussed at a council or committee meeting attended by the <u>Elected\_Council</u> Member must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

### **Employees and contractors**

In accordance with the Employee Code of Conduct and the Administration Regulations, Employees who have an impartiality interest in a matter must disclose that interest:

- 1. where they are attending the council or committee meeting at which the matter is being discussed; or
- 2. if they have given, or will give, advice in respect to the matter at a council or committee meeting not attended by the Employee.

In the first instance, the interest must be disclosed in writing to the CEO before the meeting or at the meeting immediately before the matter is discussed. In the second instance, the interest must be disclosed in writing to the CEO before the meeting or at the time the advice is given by the Employee.

The City maintains a register of staff conflicts of interest, and any staff disclosing a conflict of interest that cannot be appropriately managed will be removed from the decision-making process.

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### **Financial and Proximity Interests**

Elected-Council Members and employees must comply with the laws governing financial interests, including the disclosure of financial interests, set out in the LGA. Sections 5.59-5.90 of the LGA establish the requirements for disclosure by Elected-Council Members and employees and contractors of financial interests (including proximity interests).

The onus is on Elected-Council Members, employees, and contractors to identify possible financial interests (including proximity interests and non-financial interests), to determine whether an interest exists and whether any statutory exemption applies.

The statutory definition of a financial interest is set out in section 5.60A of the *Local Government Act 1995* as follows:

5.60A. Financial interest

For the purposes of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

The LGA requires you to disclose a proximity interest that you, or a person with whom you are closely associated, has in a matter before Council or a Committee.

A proximity interest arises if:

- a proposed change to a planning scheme affects land that adjoins your land;
- a proposed change to the zoning or use of land that adjoins your land; or
- a proposed development of land that adjoins your land (development refers to the development, maintenance or management of the land or of services or facilities on the land).

The existence of a proximity interest is established purely by the location of land. A financial effect on the valuation of your land or on the profitability of your business does not have to be established. It is therefore important that you fully understand when a proximity interest exists.

The person's land referred to is both land in which you, or a person with whom you are closely associated, has any estate or interest.

Land that adjoins a person's land is defined by the LGA as land that:

- not being a thoroughfare, has a common boundary with the person's land;
- is directly across a thoroughfare from the person's land; or
- is that part of a thoroughfare that has a common boundary with the person's land.

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The statutory definition of a proximity interest is set out in section 5.60B of the *Local Government Act* 1995 as follows:

#### 5.60B. Proximity interest

- For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns —
- (a) a proposed change to a planning scheme affecting land that adjoins the person's land; or
- (b) a proposed change to the zoning or use of land that adjoins the person's land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.
- (2) In this section, land (the proposal land) adjoins a person's land if -
  - (a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; or
  - (b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
  - (c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
- (3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

### **Related Party Disclosures**

In July 2016 the scope of the Australian Accounting Standard (AASB) 124 Related Party Disclosures (Standard) was extended to local governments. The Standard requires key management personnel (Elected <u>Council</u> Members and Directors) to disclose information about transactions that have occurred between the local government and its key management personnel or their related parties.

At the end of each respective financial year, key management personnel must disclose information about transactions that have occurred between themselves, or their related parties, and the City. Examples of "related parties" include close family members (typically spouse and any dependents), companies and trusts under their control.

The City is committed to complying with the disclosure requirements for related party transactions under the Australian Accounting Standards. Disclosure of relevant related party information provides greater transparency and identifies potential conflicts of interest.

### **Primary and Annual Returns**

Elected <u>Council</u> Members and 'designated employees' are required to complete primary and annual returns in accordance with the requirements of Division 6 of Part 5 of the LGA. Primary and Annual outline financial interests, including property ownership. These interests could give rise to a conflict of interest.

Section 5.75 of the LGA requires Elected-Council Members and 'designated employees' to complete a Primary Return within three months of commencing in their role.

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A primary return is a snapshot of personal financial information as it exists at the time of commencement.

At the end of each respective financial year, Elected-Council Members and 'designated employees' must complete an Annual Return, which discloses any changes to the information previously disclosed in their Primary Return or new interests that have accumulated since completing their Primary Return or last Annual Return.

Primary Returns and Annual Returns assist with the decision-making process as they highlight an individual's interests at a particular point in time, thereby clarifying whether a conflict of interest may arise

A relevant person is defined under section 5.74 of the Local Government Act 1995 as a person who is a:

- Mayor or president
- Council member, and
- designated employee.

Designated employees include:

- CEO.
- employees with delegated powers and duties under Part 5, Division 4 of the Act,
- employees who are members of committees comprising elected members and employees, and
- other employees nominated by the local government.

### Gifts

It is the City's position that Elected Council Members, the CEO and employees should not seek or accept (either directly or indirectly) any immediate or future gift (including any financial benefit, reward, donation or hospitality) for themselves, or for any other person or body, as a result of their role with the City.

However, it is acknowledged that there may be instances when receiving a gift is unavoidable or when refusal of a gift may be impossible or impractical. These circumstances will depend on the cultural context of the giving of a gift, the nature of the gift (perishable food or beverages or of no monetary value) and the relationship with the person giving the gift. In such a circumstance the gift may be accepted on behalf of the City but should be disclosed in accordance with the requirements outlined below

### Elected Council Members

It is the City's position that any gift received (and not able to be returned) by a Elected-Council Member and valued above \$50 is to be disclosed and included in the City's Register of Gifts. This requirement goes beyond the legislative requirement, which requires disclosure of gifts above \$300 only

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The Department of Local Government, Sport and Cultural Industries has prepared the frameworks shown at attachments A, B, and C to assist <u>Elected-Council</u> Members and CEO's in disclosing gifts.

In accordance with the LGA, <u>Elected Council</u> Members (section 5.87A) and CEOs (section 5.87B) are required to disclose gifts that are received in their capacity as an <u>Elected Council</u> Members or CEO and:

- are valued over \$300; or
- are of a cumulative value that exceeds \$300 where the gifts are received from the same donor in a 12-month period.

Additionally, a gift given by two or more related bodies corporate (as defined by section 50 of the *Corporations Act 2001* (Cth)) is considered to have been given by a single corporation.

The City current and previous register of gifts are publicly available on the City's website.

These provisions recognise that a relationship is created between the donor and a recipient of a gift that could be perceived to affect decision-making. The reason for the receipt of the gift is irrelevant. This means that if the gift is received in a **Elected-Council** Member or CEO's personal capacity it still needs to be disclosed in accordance with the LGA requirements (there are a number of exemptions, which relate to gifts from family members.)

The primary consideration is whether there is a matter before Council that the donor could benefit or suffer detriment as a result of.

Elected <u>Council</u> Members should not participate in any part of the Meeting that involves the donor (section 5.67). <u>Elected <u>Council</u> Members must disclose the interest, in accordance with section 5.65, in writing to the CEO before the Meeting or immediately before the matter is discussed.</u>

The CEO is also bound by these requirements and must not be involved in the preparation of the report to Council, either directly or indirectly (section 5.71A).

The statutory definition of a gift is set out in section 5.57 of the *Local Government Act* 1995 as follows:

5.57. Terms used

In this Division, unless the contrary intention appears — gift means —

(a) a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or

(b) a travel contribution; *travel* includes accommodation incidental to a journey; *travel contribution* means a financial or other contribution made by 1 person to travel undertaken by another person.

### Employee gifts

Employees are prohibited from accepting certain gifts as follows:

- a gift from a contractor, supplier, developer or applicant;
- a gift with a value of \$300 or more; or

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 a number of gifts from the same person/company equating to a value of \$300 or more over a 6month period.

It is the City's position that any gift received (that is not a prohibited gift as outlined above and is not able to be returned) must be disclosed using the City's Gift Disclosure Form within 10 days of acceptance. The reason for the acceptance of the gift needs to be noted in the gift disclosure form.

Gifts accepted will be recorded on the City's internal Gift Register. Gifts with a value over \$50 will also be included in a public version of the register which is accessible on the City's website.

### CEO gifts

It is the City's position that any gift received (and not able to be returned) by the CEO is to be disclosed and using the City's Gift Disclosure Form within 10 days of acceptance. The reason for the acceptance of the gift needs to be noted in the gift disclosure form.

Gifts accepted will be recorded on the City's internal Gift Register. Gifts with a value over \$50 will also be included in a public version of the register which is accessible on the City's website.

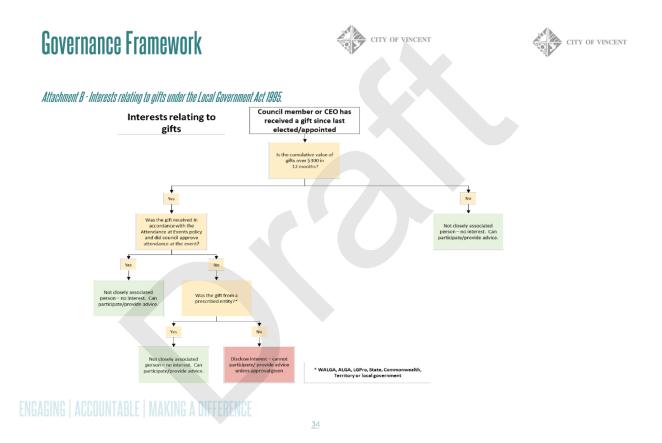
The CEO must not be involved in the preparation of a report to Council, either directly or indirectly, if in receipt of a gift in relation to that advice or report (s 5.71A of the LGA):

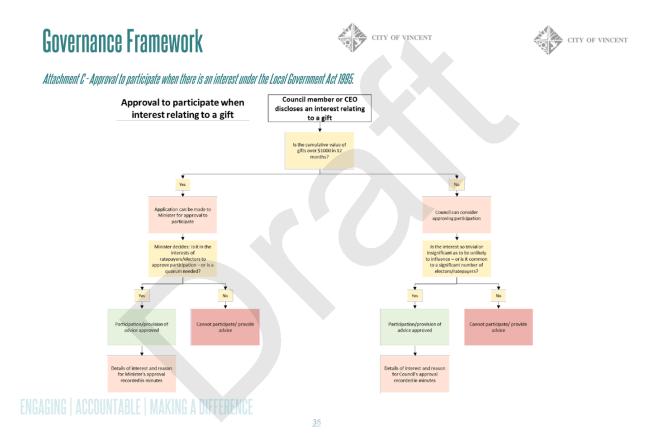
#### 5.71 CEOs to disclose interests relating to gifts in connection with advice or reports

- (1) A CEO who has an interest relating to a gift in a matter in respect of which the CEO proposes to provide advice or a report, directly or indirectly, to the council or a committee must disclose the nature of the interest in a written notice given to the council.
- (2) A CEO who makes a disclosure under subsection (1) must not provide the advice or report unless the CEO is allowed to do so under section 5.71B(2) or (6).
- (3) A CEO who has an interest relating to a gift in a matter in respect of which another employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when the advice or report is provided.

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### Contact with developers

Contact with developers is a normal and necessary function of the role of a Elected-Council Member. However, the nature and frequency of that contact can sometimes lead to allegations or perceptions of bias, influence or even corruption being made towards Elected Council Members. Ensuring that decision-making processes are open and transparent reduces the opportunities for such allegations or perceptions to be raised.

Elected-Council Members are to record any prescribed contact they have with developers on the City's "Contact with Developers Register" in accordance with the City's Council Member Contact with Developers Policy.

The Council Member Contact with Developers Register is maintained by the CEO and published on the City's website.

In the interests of transparency and accountability, any contact prior to the lodgement of a development application, which includes during the Design Review Panel assessment, should be disclosed as an interest at the point that the application is presented to Council.

#### Delegations

Some legislation confers powers on local governments to allow Council to delegate power to a committee of the local government, the local governments CEO or in limited circumstances other persons or employees.

The purpose of delegating a power is to allow matters that are routine, may have a time constraint or can change rapidly to be dealt with efficiently.

The extent of delegation, conditions that may be applied, records that must be kept and the review and amendment processes depend on the various heads of power in the Acts themselves. Western Australian legislation may be accessed online at the State Law Publisher's website at https://www.legislation.wa.gov.au

Delegates exercise the delegated decision-making function in their own right, in other words they have discretionary decision-making powers. The use of delegated authority means that a large volume of routine work can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

In situations where an employee has been delegated a power or duty by the CEO, and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and must either disclose the nature of the interest to the CEO (or should the employee be the CEO, disclose the nature of the interest to the Mayor).

The City's 'Register of Delegation, Authorisations and Appointments' is reviewed by Council on an annual basis and is available on the City's website.

This register includes:

- Delegations from Council to the CEO;
- Sub delegations from CEO to other employees;
- Appointments of authorised persons; and
- Appointments of other employees.

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The provisions of the LGA which provide for delegations by a local government or its CEO are as follows:

- Section 5.16(1), states: 'Under and subject to section 5.17, a local government may delegate to a committee any of its powers and duties other than this power of delegation.'
- Section 5.42(1), states: 'A local government may delegate to the CEO the exercise of any
  of its powers or the discharge of any of its duties under this Act other than those referred
  to in section 5.43.'
- Section 5.44(1), states: 'A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.'

The Act has been framed in a way that determines whether powers and duties can be delegated or not. If the term 'council' is used then it is the council itself which must carry out that function. If the term 'local government' is used then it may be possible to use delegation, subject to any other express powers against delegation or the desirability in using 'acting through' where it may be a better way of carrying out the power or duty.

### Concept of acting through,

Employees do not always need delegations or sub delegations to carry out their tasks and functions on behalf of the local government. Basically, a function may be undertaken through the "acting through" concept where a person has no discretion in carrying out that function – the outcome will not be substantially different regardless of the circumstances or who exercised the power.

The key difference between a delegation and acting through is that a delegate exercises a decisionmaking function in his or her own right. For example, an employee may pay an account or issue an approval if directed to do so by another employee who has the authority to make such a decision and chooses to "act through" another employee.

### Authorised persons

Authorised persons are given powers to do certain things under an Act, Regulation or local law; usually to issue an infringement, make inquiries, enter on to property, issue a notice or to enforce a provision.

The CEO has been delegated the authority to appoint authorised persons for the purpose of fulfilling prescribed functions within the LGA and its subsidiary legislation, including LGA Regulations, the *Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the LGA.

An authorised person, once appointed, is responsible for fulfilling the powers and duties assigned under law to an authorised person, which may be specified or limited in an Act or Regulation, or the certificate of authorisation.

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### Executive functions

The executive functions of the City are to administer its local laws and to provide services and facilities deemed necessary for the good governance of the community.

Services and facilities are managed to ensure that they integrate and not duplicate with any services provided by the State, Commonwealth or any public body

#### 3.18. Performing executive functions

- (1) <u>A local government is to administer its local laws and may do all other things that are</u> necessary or convenient to be done for, or in connection with, performing its functions under this Act.
- (2) <u>In performing its executive functions, a local government may provide services and</u> <u>facilities. A local government can, therefore, administer local laws and provide services</u> and facilities in order to provide for 'the good government of the district'.
- (3) <u>A local government must satisfy itself that the services and facilities it provides</u>.
   (a) integrate and coordinate, so far as practicable, with any provided by the
  - Commonwealth, the State or any public body
    - (b) <u>do not duplicate, to an extent that the local government considers inappropriate,</u> <u>services or facilities provided by the Commonwealth, the State or any other body</u> <u>or person, whether public or private</u>
    - (c) are managed efficiently and effectively.

### Policies

Section 2.7(2)(b) of the LGA states that the Council is to "determine the local government's policies".

Policies guide decision making by Council and Administration. Policy provisions are at the discretion of the Council, provided they are in accordance with relevant legislation and align with the City's SCP.

Council is responsible for making, amending and revoking policies as required to ensure policies remain relevant and reflect community views and current practices.

In addition, policies may also be prepared under statutory instruments (e.g., local planning policies prepared under the City's Local Planning Scheme No. 2 (LPS2)). In such cases, the legal effect of the policy will be documented in the relevant statutory instrument.

Policies are to be reviewed in accordance with Policy 4.1.1 - Policy Manual - Adoption and Review of Policies

At its 15 December 2020 meeting, Council approved its new Policy and Development Review Policy.

The new policy identifies the legislative hierarchy of governing documents and proposes to align all documented City positions (strategies, policies and action plans) to the priorities of the SCP.

Alignment to the priorities of the SCP will assist Council, Administration and the community in clearly identifying the delivery and implementation of the community's long-term vision.

To support implementation of this policy, Administration has developed a Policy Document Register and Review Plan (Plan) which identifies the systematic review of all Policy Documents and a monthly publication program to facilitate early consultation of objective and agenda setting with Council Members.

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### Local laws

The Council is responsible for adopting a set of local laws under section 3.5 of the LGA.

Council, when making local laws, must be aware of their legislative effect and the process as outlined in the LGA.

The City's Local Laws reflect community standards and provide for the good governance of the City.

The process for adopting local laws provides the community with a six-week advertising period to allow for the opportunity to comment on proposed local laws. The local law is then presented once more to Council and any public submissions are considered. Upon final adoption the local laws are gazetted and considered by the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

The City is required to review all its local laws every eight years from the date they came into operation or from the date, they were last reviewed. This review process also allows for community consultation and feedback.

The City has the following local laws:

- Dogs Local Law 2007;
- Fencing Local Law 2008;
- Health Local Law 2004;
- Local Government Property Local Law 2008;
- Parking & Parking Facilities Local Law 2007;
- Meeting Procedures Local Law 2008; and
- Trading in Public Places Local Law 2008

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### Principle 4 – Commitment to Sustainability

The City recognises the importance of not only addressing the current needs of the community, but also the needs of future generations. To do this, the City must operate in a manner, which considers the long term environmental, financial and resource implications.

### Environmental

The City's commitment to environmental sustainability is reflected in its Sustainable Environment Strategy 2019-2024 (SES). The SES sets out achievable actions for the City to implement over the next five years, to:

- ensure that the City acts in an environmentally sustainable manner in all of its operations, and
- encourages, empowers and supports the City's community to live in an environmentally sustainable manner.

The SES includes a number of positive actions for delivering a sustainable natural and built environment for the community.

The SES sets out actions to be undertaken across four five key opportunity areas plus the overarching area of net zero greenhouse gas emissions from City operations to be achieved by 2030:

- Air & Emissions Energy
- <u>Transport</u>
- Water Quality & Consumption Water
- Greening Vincent Urban Greening and Biodiversity
- Reduce, Reuse, Recycle Waste

### **Financial Management**

#### Role of the CEO.

The CEO is accountable to Council for the financial performance of the City. The CEO must ensure that certain fundamentals are in place including, but not limited to:

- · appropriate financial systems, plans, strategies and protocols
- adequate resources to support the City's activities and financial monitoring and performance
- suitable internal review and audit mechanisms
- an organisational culture where responsibility and accountability are clearly delineated and understood
- adherence to and compliance with legislative provisions.

### Asset management

In accordance with section 5.56(1) of the LGA, local governments are required to plan for the future, which includes the management of assets. The asset management plan and strategy will inform the annual budget and LTFP.

The Department of Local Government, Sport and Cultural Industries (DLGSCI) guidelines state that:

"Asset management is critical to meeting local government strategic goals within an Integrated Planning and Reporting approach. Asset Management Policies, Asset Management Strategies and Asset Management Plans (AMP) are informed by, and in turn inform, the community aspirations and service requirements in the Strategic Community Plan.

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The City's current Asset Strategy (2010-2020) is due to be reviewed this year.

The main objective of the Asset Management Strategy is to outline how the City will meet its commitment to asset management over the coming ten years.

An Asset Management Strategy recognises the need to manage assets effectively as part of the City's service delivery, where the service areas delivering the service should be responsible for managing assets that are associated with that (service) area. Failure to adequately plan for the renewal of existing assets, and the development of new assets, will invariably result in the accepted "levels of service" declining.

The City has historically prepared a 12 month capital works program for incorporation into the annual budget. The City is developing a 4 year capital works program which is aligned to the LTFP.

The City is continuing to develop processes to improve the robustness of the capital works program, informed by a comprehensive Asset Maintenance Framework.

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### Principle 5 – Accountability

The need for local governments to account for their activities and have systems in place, which support and reinforce this accountability

Excellence in governance is based on the premise that those who are involved in governance, both Elected Council Members and Administration are held to account for what they do.

Accountability means holding <u>Elected Council</u> Members, the CEO and employees of a local government responsible for its performance. The public trust placed in the public sector and in its <u>Elected Council</u> Members to act in the public interest can be justified in the manner in which their duties have been performed.

### **Compliance Audit**

Section 7.13(1)(i) of the LGA requires local governments to undertake an audit of compliance *"in the prescribed manner and in a form approved by the Minister"*. In accordance with section 7.13(1)(i), the Department of Local Government, Sport and Cultural Industries (Department) requires that all local governments complete a CAR by 31 March of the following year.

In accordance with Regulation 14(3a) of the *Local Government (Audit) Regulations 1996*, the Audit Committee is to review the CAR prior to the CAR being presented to Council for approval.

### Audit Committee

The City's Audit committee is responsible for the reviewing and making recommendations to Council regarding financial management, risk management, internal controls, legislative compliance, internal and external audit planning and reporting.

The primary objectives of the Audit Committee are to:

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

Reports from the Committee assist Council in discharging its legislative responsibility of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finances and resources. The committee ensures openness in the local government's financial reporting and liaises with the CEO to ensure the effective and efficient management of the local government's financial accounting systems and compliance with legislation.

The Committee facilitates:

- The enhancement of the credibility and objectivity of internal and external financial reporting;
- Effective management of financial and other risks and the protection of Council assets;
- Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- The coordination of the internal audit function with the external audit; and
- The provision of an effective means of communication between the external auditor, internal auditor, the CEO and the Council.

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### **Customer Service and Complaints Management**

The City has adopted a <u>Customer Service Charter</u>, which reflects the City's commitment to providing quality service and outlines what the community can expect from the City.

Customer service requests or complaints are processed in accordance with the <u>City's Customer</u> <u>Service Complaints Management Policy 4.1.3</u> and the City's comprehensive Customer Service Complaints Management Procedure.

The City strives to provide a friendly, professional and efficient service which meets the needs of the community.

### Access to information

Section 5.94 of the LGA sets out certain Local Government information that members of the public can inspect with limits on those rights detailed in Section 5.95.

The Western Australian *Freedom of Information Act 1992* gives people a right to access documents of an agency, subject to the sensitivity of the document and the exemptions applied pursuant to the Act. The Act is designed to make State and local government more open and accountable to the public by creating a general right of access.

The City is committed to transparency and accountability and seeks to provide members of the public with access to information in the most time efficient and low-cost methods, while ensuring the privacy of staff and the public is protected.

This position has been formalised in the following documents:

- Freedom of Information Statement 2021; (updated link)
- Freedom of Information Access Arrangements; and
- Freedom of Information Policy 4.1.4

### Privacy of information

The City of Vincent views privacy compliance as an integral part of its commitment to accountability and integrity in all its activities and programmes. The City is committed to compliance with the laws that deal with personal and health information about individuals that is stored or received by it.

Consequently, we will:

- only use personal information provided by an individual for the purposes for which it was collected and for any other authorised use;
- only disclose personal information to any third party (including other authorities) where
   <u>authorised; and</u>
- take all necessary measures to prevent unauthorised access or disclosure.

### Performance management and reporting

The Council is accountable for monitoring performance in the achievement of the City's strategic direction, goals and financial outcomes.

The management of the City's performance and the reporting of that performance to the community is achieved in several ways.





### Annual Financial Report

The *Local Government Act 1995* (the Act) requires local governments to prepare an Annual Financial Report (Report) on its operations for the preceding financial year. The annual report provides information about the City's financial activities, income and expenditure.

The City's Annual Financial Report is to be audited by an external auditor and is to be considered by the City's Audit Committee before being submitted to Council for adoption.

### Annual Report

In accordance with section 5.53 of the LGA the City prepares an Annual Report each financial year.

The City's Annual Report is the City's key reporting document that details a summary of the City's activities throughout each year, and outlines progress made towards strategic objectives set out in the City's guiding strategic documents.

### CEO performance review

Section 5.38 of the LGA requires Council to review the performance of the CEO at least once each year. Conducting this review is an important function of Council because the CEO is Council's only employee and it is through this review process that Council can also review the performance of the organisation.

The <u>CEO Annual Performance Review Policy</u> sets out the manner in which this annual review is to be conducted.

### Employee performance review

In accordance with the Act, the performance of all employees is to be reviewed at least once in relation to every year of their employment.

The City's performance and development procedure ensures the consistent review of employee performance and development and encourages open and honest communication between employees and leaders.

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#### Revisions

Office use of	only		
Review	Council Item	CM Ref	Details
18/08/2020	OMC - 12.5	D20/148041	Adoption
	Minutes		
20/10/2020	OMC - 9.4	D20/195873	Updated to include priority health outcome consideration from the Public Health Plan 2020 – 2025 in Council
	Minutes		reports.
22/06/2021	OMC – 12.4	D21/106344	Updated to reflect the division of the codes of conduct, procedural requirement for dealing with complaints
	Minutes		about alleged breaches of the behaviour and updated gift and conflict of interest provisions in line with the new
			regulations.

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### 9.8 POLICY DOCUMENT REGISTER AND REVIEW PLAN - PROGRESS UPDATE AND IMPLEMENTATION REVIEW

Attachments:

- 1. Policy Document Register and Review Plan Tracked changes 2021 😃 🖀
- 2. Policy Review Schedule 😃 🕍
- 3. Policy Review Summary <u>J</u>

#### **RECOMMENDATION:**

That Council:

- 1. APPROVES the:
  - 1.1 updated Policy Document Register and Review Plan, as tracked at Attachment 1; and
  - 1.2 Policy Review Schedule at Attachment 2; and
- 2. NOTES the review of the Policy Document Register and Review Plan, as summarised at Attachment 3.

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

To seek Council approval of the updated Policy Document Register and Review Plan (Plan) at **Attachment 1** and indicative review schedule at **Attachment 2**, and to present a review of the Plan as summarised at **Attachment 3**.

#### BACKGROUND:

The Plan was presented and approved by Council at its 13 October 2020 meeting.

The Plan supports implementation of the <u>Policy Development and Review Policy</u> (Policy), in particular a systematic review of Policy Documents and alignment with the priorities of the Strategic Community Plan (SCP). In accordance with clause 5.3 of the Policy, Administration is required to review the Plan annually and present the outcome of each review to Council.

The Plan is a live document with all updates tracked since its approval in October last year.

A "tracked changes" version of the Plan has been provided at Attachment 1.

#### DETAILS:

The policy review program has facilitated the Plan through the monthly publication of policy papers. Each policy paper report contains the initial findings of Administration's review including background on the circumstance that led to original development of the policy, an evaluation of its effectiveness and consideration of community need or expectation.

Monthly policy papers have enabled Administration to engage with Council Members outside of the meeting cycle and present an opportunity for Council Members to seek comment, ask questions or request a meeting or Workshop on review findings and outcome proposals.

The Plan identifies 69 policies and 12 planning design guidelines that remain past their scheduled review date with a further 6 policies that require review or development due to operational and/or legislative change.

In accordance with the Plan, 18 of these reviews are scheduled to be presented to Council Members in the remainder of 2021 and 49 of these reviews are scheduled to be undertaken and presented in 2022. A review schedule at **Attachment 2** tables an indicative review schedule for the remainder of 2021 and for 2022. It is intended that the review schedule will be included as an information item in each policy paper. All changes will be tracked, and comment will be provided.

Implementation of the Plan has established a clear and consistent process for our policy review program which is reflected in the increase of our policy review output.

The review summary at **Attachment 3** outlines the progress of the Plan since its approval last October.

#### CONSULTATION/ADVERTISING:

Nil.

### LEGAL/POLICY:

Clause 5.3 of the Policy requires Administration to review the Plan annually and present the outcome of the review to Council.

#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to approve the updated Plan.

#### STRATEGIC IMPLICATIONS:

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

#### Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals. We are open and accountable to an engaged community.

#### SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

#### PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

### FINANCIAL/BUDGET IMPLICATIONS:

Nil.



ENHANCED ENV	IRONMENT	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Sustainable Environment Strategy 2019 - 2024	Executive Manager Corporate Strategy and Governance	Adopted 23/07/2019	On track for review 2024	Early/mid 2024
Public Open Space Strategy 2018	Manager Policy & Place	Adopted 11/12/2018	On track for review 2023	2023
Waste Strategy 2018 - 2023	Executive Director Infrastructure and Environmer	Adopted 18/09/2018	On track for review 2023	2023
Waste Management (2.2.11)	Manager Waste and Recycling	Adopted 22/09/1997 Last review 13/05/2008 Review was due May 2013	Reviewed as part of the Commercial         Options Appraisal February 2020. Next         review scheduled for July 2021, when         commercial, bulk hard waste and FOGO         service details/changes are confirmed.         Recommendation to repeal this policy will         be proposed once commercial and bulk         changes are finalised and reported	July 2021
Graffiti – Control and Removal (2.1.3)	Manager Parks & Urban Gree	Last review 11/2010 Review was due	Review as part of Graffiti Management Review Project – November 2020. The Graffiti Policy review forms part of the Graffiti Service Review, which is currently in	Present outcome of review to Council Workshop February 2021. July-2021
	Manager Waste and Recycling	November 2015	progress.         (see NOM 20/10/2020 OCM           Review is ongoing due to the prioritisation of waste service changes.         Proposed scope of           work will be revised following resource adjustments in the 2021/22 Budget.         Budget.	February 2022



ENHANCED ENVIRONMENT $4$		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.			
Policy Document	Responsible Of	fficer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
				Proposed review to align with Waste Management (2.2.11) review.	
Greening Plan 2018- 2023	Senior Sustainability and Innovation Advisor		Adopted 18/09/2018	Proposed review in 2023.	2023
Water Efficiency Action Plan (WEAP) Waterwise Council Action Plan.	Manager Parks ( Senior Sustainal Innovation Advis	bility and	Completed 2016	On track for review 2020The document formerly known as WaterEfficiency Action Plan (WEAP) has nowbeen superseded by a Waterwise CouncilAction Plan.Water Corporation deferred the review to2021 and has provided a new WaterwiseCouncil Action Plan template this year.	2020 Proposed review by Executive Team - November 2021



ACCESSIBLE	CITY	A	We want to be a leader in Vincent.	making it safe, easy, environmentally friendly and en	joyable to get around
Policy Document	Respons	sible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Car Parking Strategy	Manager	Policy & Place	09/03/2010	Currently being reviewed.	
Parking Permits (3.9.3)	Manager	Ranger Services	20/09/2016	Next review is required in May 2021 <u>Reviewed and amendments approved for</u> <u>advertising at OMC 14/09/2021 (Item 10.1)</u>	Subject to submissions
Non-residential Development Parking Requirements (7.7.1)	Manager	Policy & Place	Adoption not documented	Review originally scheduled for 20/21. Recruitment delays due to COVID mean that this project is now proposed to be completed in 21/22 instead.	2021/22
Car Sharing Policy (7.7.2)	Manager	Policy & Place	Adopted 30/06/2015 Review was due June 2020	Review scheduled for 24/25.	2024/25
Precinct Parking Management Plan	-	Policy and Place Ranger Services	25/11/2009	Review to be undertaken as action of Integrated Transport Strategy.	3 – 5 years



CONNECTED CON		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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Community and Stakeholder Engagement Strategy	Manager Marketing & Communications and Manager Policy and Place	Adopted 14/09/2021		14/09/2025
Community and Stakeholder Engagement Policy	Manager Policy and Place	Adopted 14/09/2021		14/09/2025
BPLC - Awarding of Life Membership (1.3.1)	Manager Beatty Park Leisure Centre	Adopted 12/06/01 Last review 28/02/12 Review was due February 2017	Review scheduled for October /         November 2020         Review has been undertaken and presented to Elected Members in the July Policy Paper.         This policy is recommended for repeal with an allowance made within the existing Waiver of Fees category in the Community Funding Policy. A report recommend repeal will be presented following community consultation of proposed amendments to the	Present outcome of review to CW February 2021



CONNECTED COM	MUNITY ®	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
		Adopted 14/04/1998 Last review 22/02/2011 Review was due February 2016	Policy review is recommended prior to the development of the Sport and Recreation Facilities Plan however this review cannot be scheduled until May /June 2021 due to resourcing limitations. Review will be undertaken in consultation with Policy and Place-	May/June-2021
Parks Reserves and Hall Facilities - Conditions of Hire of Use (2.1.7)	Manager Beatty Park Leisure Centre		Review has been undertaken and presented to Elected Members in the September Policy Paper. Further consultation has been requested. Proposed to be presented for discussion at the October Council Workshop	October 2021 WS
			Further consultation with Council Members is required. A meeting is to be scheduled following the LG elections	<u>Early 2022</u>
Concerts and Events (3.8.3)	Manager Built Environment and Wellbeing	Last review 03/2014 Review was due June 2018	Review and update as part of the Public Health Plan - scheduled July 2021 Postponed review to incorporate a proposed regulatory change which would affect the policy	<del>July 2021</del> July 2022



CONNECTED COM	MUNITY ®	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Alcohol Management (3.8.7)	Manager Built Environment and Wellbeing	Adopted Last review 04/2015 Review was due April 2015	Under review as part of the Public HealthPlan implementation.There are a number of projects throughthe Public Health Plan (PHP) that wouldinfluence this policy and we would bebetter equipped to update this policyonce these projects were finalised nextyear and ensure alignment between boththe policy and deliverables within thePHP	<del>July 2021</del> December 2022
Mobile Food Vendors - Vending Vincent	Manager Built Environment and Wellbeing	Adopted 08/2016 Last review <del>2019</del> <u>20/10/2020</u>	Under review – policy has been amended and community consulted Review is complete - amendments adopted at the 20 October 2020 OMC (Item 9.5)	Outcomes of consultation and amended policy presented to 20 October OMC. 20/08/2024
Closed Circuit Television (3.9.12)	Manager Ranger Services	Adopted 13/04/2010 Review was due April 2015	This policy is being reviewed as part of the new CCTV Strategy. Proposing to report back to Council in December this year to align with the CCTV Strategy. – being developed Administration is proposing that the Policy is repealed and replaced with a Strategy. Consultation with the Safer	Present-outcome-of review to CW February 2021
			Vincent Advisory Group is scheduled for November 2021.	



CONNECTED COM	MUNITY ®	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			Amendments to the policy were approved by Council in July 2020. Amended policy is being advertised	Present outcome of review to CW February 2021
Community Funding	Manager Marketing and Partnerships	Adopted 23/01/2007 Last Review 27/06/2017. Amended July 2018, September 2018 and October 2020.	Amendments included the youth development grant, female sports participation and emergency relief donations for seniors grant categories and inclusion of Student Citizenship Awards.Awards. Full review of policy is still required. Due in June 2021	Outcome of the policy review is to be published in the 4 June 2021 policy paper.
			Review has been undertaken and presented to Elected Members in the July Policy Paper.Outcome of advertising is proposed to be presented to December OMC	presenting to December OMC
Advisory Groups (4.2.12)	Policy and Place CS&G to be involved in the review. Policy should be tested in respect to avoiding the requirements of committees	Adopted 09/02/2010 Last review 11/10/2011 Review was due October 2016	The review is occurring as part of the community engagement review in 20/21.	<del>July 2021</del> 2021/22
Library and Local History's Collection Policy	Manager Customer and Library Services, Branch	Adopted 27/04/2021 (Item 11.3)	This policy replaced Library Collection Management Policy (3.11.1) and Local	April 2025



CONNECTED COM	MUNITY ®	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
	Librarian and Senior Local History Librarian		History Collection Management Policy (3.11.2)	
Multicultural Plan 2013- 2017	Manager Marketing & Communications	2013		TBC
Reconciliation Action Plan 2019 - 2021   Innovate	Manager Marketing & Communications	2019	Develop a new RAP.	2021
Public Health Plan 2020 -	Manager Built Environment and Wellbeing	Currently being developed	Currently being developed and consulted on	Present to Council at October 2020 OMC for adoption
2025			The Public Health Plan 2020 – 2025 wasadopted by Council at its OMC 20October 2020	October 2025



THRIVING PLA	CES DEVENO		aces are integral to our identity, economy and a at places and spaces for everyone to enjoy.	ppeal. We want to create,
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Economic Development Strategy 2011 - 2016	Manager Policy & Place	November 2010	Currently under review to be finalised following progression of Vincent Rebound Plan.	2021/22
Affordable Housing Strategy	Manager Policy & Place	24/2/2009	Review scheduled for 2024/25. It would be most appropriate to undertake this review at the same time as the Local Planning Strategy Review.	2024/25
Accessible City Strategy 2020-2030	Manager Policy & Place	<u>18/05/2021 (Item 9.3)</u>	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).	<u>minor review in</u> 2021/22 <u>major review in 2025</u>
Street Trees (2.1.2)	Manager Parks & Urban Green	Adopted 22/05/2007 Last review 22/05/2018	Next review – May 2022	May 2022
Memorial in Parks and Public Reserves (2.1.5)	Manager Parks & Urban Green	Adopted 22/08/1997 Last review 09/02/2010	Review is scheduled for November 2020	Present outcome of review to CW February 2021



THRIVING PLA	CES	DEVENO		paces are integral to our identity, economy and a eat places and spaces for everyone to enjoy.	ppeal. We want to create,
Policy Document	Resp	onsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			Review was due February 2015	Review has been undertaken and presented to Elected Members through the February WS paper. Approval to advertise was presented to the May 2021 OMC. Approval was deferred to enable discussion on the scattering of ashes. The procedural motion notes that the policy is to be presented again prior to 31 December 2021 Presentation to CW 21 September 2021	Presentation required prior to 31 December 2021
Verge Treatments Plantings and Beautification (2.2.4)	Green	ger Parks & Urban and Manager eering	Adopted 14/08/2007 Updated 21 August 2018	Update not required currently. Next review 2022	2022
Truncations (2.2.6)	Mana	ger Engineering	Adopted 08/05/2007 Last review 28/02/2012 Review was due February 2017	Requires review. Sections of Policy now covered by State Planning Act and Main Roads Act.         Review is proposed to be undertaken as part of the Asset Management and Sustainability Strategy (AMSS)         implementation. A revised draft AMSS is being presented to Council November 2021	J <del>uly 2021</del> 2022



THRIVING PLAC	ES DEVENO	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.			
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date	
Laneways and Rights of Way (2.2.8)	Executive Manager, Corporate Strategy and Governance & Manager Engineering	Adopted 22/09/1997 Last Review 9/04/2013 Last amendment 5/03/2019 Review was due February 2018	The process and criteria for laneway naming will be reviewed by June 2021, which will include the clauses relating to the use of Noongyar words for naming rights of ways. Administration will consider whether a separate policy to deal with laneway naming is more appropriate. A review of the balance of the policy will occur by June 2022.	June 2021 & June 2022 Presenting to Council Members as part of the Service Delivery Review	
Stormwater Drainage Connections (2.2.10)	Manager Engineering	Adopted 22/09/1997 Review was due February 2018	Review required.	December 2021	
Parklets (2.2.13)	Manager Policy & Place	Adopted 22/09/2015 Approval to advertise amendments to this policy was carried at OMC 5 March 2019. <u>Amended OMC</u> <u>15/12/2020</u>	Review and amendment currently underway.         Parklet Policy will be considered as part of the development of a new policy – Development on City Owned and Managed Land         Community engagement and consultation complete with regard to the future development of parklets.	Present outcome of review to CW February 2021 June 2021. Late 2021	



THRIVING PLAC	ES DEVENO		aces are integral to our identity, economy and a at places and spaces for everyone to enjoy.	ppeal. We want to create,
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			The results of this engagement will inform the next steps of the proposed development of a Vibrant Spaces Policy	
Access and Equity (3.10.2)	Manager Marketing and Partnerships	Adopted 25/06/2002 Last review 01/02/2010 Review was due 2014	Under review – proposed presentation to Council Workshop October 2020 <u>Under review – proposed presentation to</u> <u>CW early 2021</u> Reviewed and amendments approved for advertising at OMC 14/09/2021 (Item 10.1)	Early 2021 — Senior Community Partner to provide date once confirmed Subject to submissions
Street Activation Policy (3.10.3)	Manager Marketing and Communications	Adopted 13/11/2018	Next review 13/11/2022	November 2022
Art Collection Policy (3.10.7)	Manager Policy & Place	Adopted 09/02/2015 Last Review 22/08/2017	Next review 22/08/2021 This review is being undertaken with the development of the Arts Development Strategy	November 2021 (Council have requested WS presentation) Early 2022
Public Art (3.10.8)	Manager Policy & Place	Adopted 22/08/2017	Next review 22/08/2021 This review is being undertaken with the development of the Arts Development Strategy	November 2021 (Council have requested WS presentation) Early 2022



THRIVING PLAC	ES DAVAVA	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Public Murals (3.10.9)	Manager Policy & Place	Adopted 13/09/2011 Last review March 2017 Review was due in March 2021	Next review March 2021 This review is being undertaken with the development of the Arts Development Strategy	November 2021 (Council have requested WS presentation) Early 2022
Flying and Displaying of Flags and Banners (4.1.09)	Manager Ranger Services	Adopted 14/10/1996 Last review 22/02/2011 Review was due in February 2016	Policy requires review.	J <del>uly 2021</del> December 2021
Temporary Accommodation (7.4.5)	Manager Policy & Place	Adopted 26/02/2015 Amended 19/20	Currently under review. Name changing to Short Term Accommodation.	Present outcome of review to CW February 2021
			Temporary Accommodation has been         discussed so will be going to OMC, not         Workshop         Review has been undertaken and         presented to OMC March 2021         Amendments approved subject to         publication	Publication pending 2021
Education and Care Services (7.5.3)	Manager Policy & Place	Adopted 27/03/2001 Amended 12/03/2013 Review was due March 2018	This policy is not providing sufficient guidance in its current form; a significant portion of the policy is duplicated in the Education and Care Services National	2022/23 November 2022



THRIVING PLAC	ES DEVEVO		paces are integral to our identity, economy and a eat places and spaces for everyone to enjoy.	ppeal. We want to create,
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			Regulations 2012. Review scheduled for 2022/23	
Licensed Premises (7.5.7)	Manager Policy & Place	Adopted 11/03/2014 Review was due Due 17/03/2020	Review scheduled for 23/24.	2023/24
Home Business Home Occupation Home Office and Home Store (7.5.9)	Manager Policy & Place	Adopted 23/09/2014 review was due 23/09/2019	Review originally scheduled for 20/21.         This will not be met as a result of         recruitment delays due to COVID. Now         scheduled to be delivered in 21/22.         Reviewed and recommendation to         advertise repeal approved OMC         14/09/2021 (Item 9.6)	2021/22 Subject to submissions
Percent for Public Art (7.5.13)	Manager Policy & Place	& Place Adopted 24/08/1998 Amendment 22 September 2015	Currently under review.	Present outcome of review to CW February 2021
			This review is being undertaken with the development of the Arts Development Strategy	September 2021 (Council have requested WS presentation)



THRIVING PLAC	ES	DEVENO DEVENO		aces are integral to our identity, economy and a eat places and spaces for everyone to enjoy.	ppeal. We want to create,
Policy Document	Responsible Officer		Adoption and last review date	Review Comments and Plan	Proposed Review Date
Consulting Rooms Policy (7.5.22)	Manager Policy & Place		Adopted 21/11/2006 amended 12/03/2013 Review was due March 2018	Currently under review.NOM-20-Oct-2020-delayed-review-to2021/22.Policy Appendix Design Guidelinesprioritised. Review postponed to 2022/23	J <del>uly 2021.</del> 2 <del>021/22</del> 2022/2023
Disability Access and Inclusion Plan 2017 – 2022	J 9	er Marketing & unications	2017		
Art Development Action Plan 2018-2020	Manager Policy & Place		2018	Currently under review	August 2021



SENSITIVE DESIGN
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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.

Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Local Planning Scheme No. 2 (As amended)	Manager Policy & Place	2018	Review scheduled for 24/25	2021/22
Local Planning Strategy	Manager Policy & Place	2018	Review scheduled for 24/25	2024/25
Built Form (7.1.1)	Manager Policy & Place	Amendment 2 complete 19/20 Amendment 3 complete June 2021.	Next review upon release of Medium Density Policy or Amendment 2 modifications required by WAPC.	2021/22
Aged or Dependent Persons Dwellings (7.4.2)	Manager Policy & Place	Adopted 27/03/2001 Amended 12/02/2013 Review was due December 2015	Review scheduled for 21/22. However, this policy is not urgent enough to be reviewed as a high priority. Proposed to shift to 2022/23.	2022/23
Encroachments Over Crown Lands (7.4.9)	Manager Policy & Place	Adopted 14/04/2009 No amendment documented	Review originally scheduled for 21/22. However, this policy is not urgent enough to be reviewed as a high priority. Proposed to shift to 2022/23.	2022/23



SENSITIVE DESIG	N The second sec	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Minor Nature Development (7.5.1)	Manager Policy & Place Manager Development and Design	Adopted 27/03/2002 Review was due March 2018 Minor Amend 19/20	Currently under review. Relies on timing of State Government planning reform so may be completed late 2020 or early 2021. Currently being drafted, following feedback from Elected Members	2 <del>020/21</del> <u>November 2021</u> Early 2022
Signs and Advertising (7.5.2)	Manager Policy & Place	Adopted 20/11/2001 Amended 30/08/2011 Amended 20/10/2020	Review-scheduled for 21/22         NOM 20 Oct 2020, review now         scheduled for 2020/21.         Community consultation completed and         presented to August workshop. Revised         draft policy for late 2021.	2021/22 2020/21 Late 2021
Substantial Commencement of Development (7.5.4)	Manager Policy & Place	Adopted 27/08/2013 Review was due 27/08/2017	Review scheduled for 20/21. This will not be met as a result of recruitment delays due to COVID. Now scheduled to be delivered in 22/23. Not urgent enough to be delivered as a priority next year.	2022/23
Domestic Satellite Dishes Microwave Antennae and Tower Masts (7.5.5)	Manager Policy & Place	Adopted 21/03/2001 Last amended 23/03/2010 Review was due 23/03/2014	Review scheduled for 22/23.	2022/23



SENSITIVE DESIG		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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Telecommunication Facilities (7.5.6)	Manager Policy & Place	No adoption date last amended 28/02/2012 Review was due 28/02/2016	Review scheduled for 23/24.	2023/24
Temporary Viewing Platform (7.5.8)	Manager Policy & Place	Adopted 8/04/2014 Review was due 08/04/2018	Review scheduled for 22/23.	2022/23
Sustainable Design (7.5.10)	Manager Policy & Place	Adopted 22/03//2011 No review listed Review was due 22/03/2015	Review scheduled for 21/22 Policy Appendix Design Guidelines prioritised. Review postponed to 2022/23	2021/22 2022/23
Character Retention and Heritage Areas (7.5.15)	Manager Policy & Place	Adopted 22/09/2015 Review was due	Currently being amended to incorporate Mt Hawthorn.	Present outcome of review to CW February 2021
		December 2017 Commenced 19/20 Amended 23/03/2021 Next review 2022	Proposed amendment was presented to OMC August 2021. Currently being advertised for public comment.	<u>Early 2022</u>
Amalgamation Condition on Planning Approvals (7.5.19)	Manager Policy & Place	Adopted 23/05/2006 Amended 19/20	Review scheduled for 23/24.	2023/24



SENSITIVE DESIGN		Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Street Addressing (7.5.20)	Manager Policy & Place	Adopted 27/03/2001 Amended 14/07/2009 Review was due July 2014	Review scheduled for 24/25. Reviewed and recommendation to advertise repeal approved OMC 14/09/2021 (Item 9.6)	Subject to submissions
Sound Attenuation (7.5.21)	Manager Policy & Place	Adopted 23/05/2006 Amended 24/07/2012	Review scheduled for 24/25.	2024/25
Construction Management Plans (7.5.23)	Manager Policy & Place	Adopted 26/10/2010 amended 24/06/2014 review was due June 2019	Review scheduled for 23/24.	2023/24
Heritage Management - Development Guidelines for Heritage and Adjacent Properties (7.6.1)	Manager Policy & Place	Adopted 27/06/2006 Reviewed 8/10/2013 review was due July 2015	Review originally scheduled for 20/21. Unlikely to be met this financial year due to other policies like Built Form and Minor Nature Development taking priority. These nine policies are a major body of work and should be undertaken simultaneously.	2022/23 2021/22 Early 2022
Heritage Management - Assessment (7.6.2)	Manager Policy & Place	Adopted 17/01/2006 Last reviewed 10/07/2012 Review was due July 2015	As above.	2022/23 2021/22 Early 2022



SENSITIVE DESIGN		Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Trees of Significance (7.6.3)	Manager Policy & Place	Adopted 27/03/2001 Last reviewed 25/06/2013 review was due June 2018	As above.	2 <del>022/23</del> 2 <u>021/22</u> Early 2022
Heritage Management - Interpretation (7.6.4)	Manager Policy & Place	Adopted 21/12/2005 Last Review 10/07/2012 review was due July 2015	As above.	2 <del>022/23</del> 2 <u>021/22</u> Early 2022
Heritage Management - Amending MHI (7.6.5)	Manager Policy & Place	Adopted 21/06/2006 Last reviewed 30/06/2015 review was due July 2017	As above.	2 <del>022/23</del> 2 <u>021/22</u> Early 2022
Heritage Management - The Heritage List MHI (7.6.6)	Manager Policy & Place	Adopted 22/11/2005	As above.	2022/23 2021/22 Early 2022
Heritage Management - Bonuses (7.6.7)	Manager Policy & Place	Adopted 11/06/2006	As above.	2022/23 2021/22 Early 2022
Heritage Management - Enquiries (7.6.8)	Manager Policy & Place	Adopted 11/06/2006	As above.	2022/23 2021/22 Early 2022
Heritage Assistance Fund (7.6.9)	Manager Policy & Place	Adopted 05/04/2016	As above.	2022/23 2021/22 Early 2022



SENSITIVE DESIG	IN The second	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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
		Review is due April 2021		
Appendix 3 - Design Guidelines for Richmond on The Park	Manager Policy & Place	Not listed	Review planned for February 2022	February 2022
<u>Appendix 6 - Brookman and Moir</u> <u>Street Design Guidelines</u>	Manager Policy & Place	Adopted 27/03/2001 Last review 28/08/2012 review was due August 2015	Review planned for February 2022	February 2022
Appendix 8 - Highgate Design Guidelines	Manager Policy & Place	Not listed	Review planned for February 2022	February 2022
<u>Appendix 11 - Non - Conforming</u> <u>Use Register</u>	Manager Policy & Place	Adopted 20/11/2001 Last amended 11/06/2013	Review scheduled for 23/24.	<u>2023/24</u>
Appendix 12 - Elven On The Park Design Guidelines	Manager Policy & Place	Adopted 13/09/2005	Review planned for February 2022	February 2022
Appendix 14 - Design Guidelines No95 Lot75 and Part Lot76 Chelmsford Road	Manager Policy & Place	Adopted 28/06/2005	Review planned for February 2022	February 2022
<u>Appendix 15 - Joel Terrace</u> <u>Design Guidelines</u>	Manager Policy & Place	Adopted 27/09/2005 Amended 28/08/2012 review was due August 2015	Review planned for February 2022	February 2022



SENSITIVE DESIG		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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Appendix 16 - Design Guidelines Perth	Manager Policy & Place	Last amended 2/12/2008	Review planned for February 2022	February 2022
<u>Appendix 17 - Design Guidelines</u> Lacey Street	Manager Policy & Place	Adopted 05/12/2006 Amended 12/02/2013 review was due June 2013	Review planned for February 2022	February 2022
Appendix 18 - Design Guidelines William	Manager Policy & Place	Adopted 02/12/2008	Review planned for February 2022	February 2022
Appendix 20 - Refunding And Waiving Planning And Building Fees	Manager Policy & Place	Adopted 27/11/2011	Review scheduled for 23/24.	<u>2023/24</u>
Appendix 22 - Development Design Guidelines for Structures Above or Adjacent to the Graham Farmer Freeway Tunnel Northbridge	Manager Policy & Place	Adopted 2001	Review scheduled for 23/24.	2023/24
Heritage Strategic Plan 2013 – 2017	Manager Policy & Place	2013	Review scheduled for 22/23.	2022/23



INNOVATIVE AND ACCO	DUNTABLE - 🏹-	this, we will be an inn	role to play in supporting our community to rea ovative, honest, engaged and responsible orgar unicates effectively and takes our stewardship	nisation that manages
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Asset Management Strategy	Executive Director Infrastructure and Environment		Asset Management and Sustainability Strategy 2020-2030 is currently being developed.	
	Executive Manager	Adopted 13/06/2000	This policy should be repealed. Content updated and moved to Code of Conduct and procedure. October / November 2020	October / November 2020
Information and Communications Technology - Conditions of Use (1.1.1)	Information and Communication Technology	Last review November 2010 Review as due in November 2015	Proposed repeal with adoption of updated Code of Conduct for staff and Code of Conduct for Elected Members. Presented in October Policy Paper	October 2021
Purchasing Policy	Executive Manager Financial Services	Adopted 06/03/2018	Currently under review to bring in line with amendments to the <i>Local</i> <i>Government (Functions and General)</i> <i>Regulation 1996</i> to increase the tender threshold to \$250,000 presentation Review presented at September OMC <sub>7</sub> recommended for advertising.	Outcomes of advertising will be presented to December 2020 OMC
		Reviewed and amended 17/11/2020	Policy amendments adopted 17/11/2020	<u>2024</u>



INNOVATIVE AND ACCO	UNTABLE - 🙀 -	We have 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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Investment Policy (1.2.4)	Executive Manager Financial Services	Adopted 4/02/1997 Amended 06/12/2017 <u>Next review is due</u> December 2021	The Investment Guidelines have been updated. The Policy content aligns with current practices. Next review is due 6/12/2021. A minor review has been undertaken and approved for adverting at the 11 October OMC. Outcome of advertising is scheduled to be presented to the February 2022 OMC Development of a more sophisticated investment strategy is under consideration. If approved the investment policy will require review to reflect strategic requirements and controls.	December 2021
Corporate Credit Cards (1.2.8)	Executive Manager Financial Services	Adopted 30/04/2019	Next review - April 2021 This review has been re-scheduled to align with the implementation of the expense management system update	April 2021 February 2022
Rates and Service Charges (1.2.12)	Executive Manager Financial Services	Adopted 08/06/2010 Review was due June 2015	Review required.	<del>July 2021.</del>
(1.2.12)	0011005		Review postponed due to Budget and LTFP, CBP priorities	September 2021 October 2021



INNOVATIVE AND ACCO	UNTABLE - 🙀 -	We have 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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			Reviewed and proposed repeal included	
			in October Policy Paper. Scheduled to be presented to December 2021 OMC	
		Adopted	Review required.	<del>July 2021</del> .
Recovery of Debts Rates and Service Charges (1.2.13)	Executive Manager Financial Services	08/06/2010 Review was due in June 2015	Review postponed due to Budget and LTFP, CBP priorities	December 2021
Asset Management (2.2.12)	Manager Engineering	Adopted 10/03/2009 Review was due March 2015	To be reviewed as part of the review of the Strategy Review is proposed to be undertaken as part of the Asset Management and Sustainability Strategy (AMSS) implementation. A revised draft AMSS is being presented to Council November 2021	<u>2022</u>
Customer Service Complaints (4.1.03)	Library and Customer Service	Adopted 27/09/2005 Last review November 2010 Review was due in November 2015	Review scheduled as part of the customer service charter review Need to consider EM complaints to be included as part of the behavioural complaint's procedure	<del>July 2021</del> <u>December 2021</u>
Freedom of Information Requests (4.1.04)	Executive Manager Information and Communication Technology	Adopted 14/04/1998 Last reviewed 04/04/2018	Next review 04/04/2022	April 2022



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Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Organisational Structure and Designation of Senior Employees (4.1.7)	Executive Manager, Corporate Strategy and Governance	Adopted 09/02/2010 Last review 05/03/2019	Next review 05/03/2023	March 2023
Nuclear Free Zone (4.1.08)	Executive Manager, Corporate Strategy and Governance	Adopted 24/07/1995 Last reviewed 04/04/2018	Next review 04/04/2022	April 2022
Execution of Documents Policy	Executive Manager, Corporate Strategy and Governance	Adopted 04/11/2003 Reviewed 2020 Updates adopted 15/09/2020	Next review 15/09/2024	September 2024
Council Logo (4.1.11)	Manager Marketing and Communications	Adopted 4/11/2003 Last review 26/02/2013 Review was due in February 2018	Review due.	December 2021.
Vehicle Management (4.1.16)	Manager Engineering	Original Policy adopted 22/09/1997 Amended 10/06/2008	Review due.	December 2021.



INNOVATIVE AND ACCO	UNTABLE - 🏹-	this, we will be an inne	role to play in supporting our community to rea ovative, honest, engaged and responsible orgar unicates effectively and takes our stewardship	nisation that manages
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
		Last review 28/09/2010 Review was due in February 2015		
Fraud and Corruption Prevention Policy	Executive Manager, Corporate Strategy and Governance	Adopted 26/02/2013 Last Review 22/06/2021	Review is occurring as part of the development of the City's fraud management plan, which is scheduled to be completed by December 2020. Review undertaken & presented to CW February 2021. Approval to advertise presented to March OMC. Outcome of advertising and adoption of amendments OMC 22/06/2021 (Item 12.3)	2025
Naming of City Facilities (4.1.18)	Policy and Place Executive Manager, Corporate Strategy and Governance	Adopted 22/09/1997 Last review 26/02/2013 Review was due February 2018	Review required.	December 2021.
Social Media Protocol (4.1.20)	Manager Marketing and Communications	Adopted 28/02/2012 Last review 23/10/2012 Review was due October 2017	Review required It is proposed that this policy will be combined with Media (4.1.25). as part of the review	December 2021.



INNOVATIVE AND ACCOUNTABLE		We have 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.		
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			Need to review and check that the policy aligns with WALGA's updated social media guidelines	
Prosecution and Enforcement (4.1.22)	Manager Built Environment and Wellbeing	Adopted 22/02/2005 Last review 01/02/2010 Review was due February 2015	Review occurring. Review undertaken & presented to CW 24 August 2021 the draft policy proposed to be presented to Council for community consultation in late 2021	Presenting outcome of review to CW October 2020 Presenting to Council for approval to advertise - late 2021
State Administrative Tribunal (4.1.23)	Executive Director Strategy and Development	Adopted 24/05/2005 Last review 01/02/2010 Review was due February 2015	The policy sets out the procedure for Administration to deal with SAT appeals. and is consistent with current SAT practices and requirements. Therefore a review is not a priority, and will occur in 2021/22.	July 2022.
Media (4.1.25)	Manager Marketing and Communications	Adopted 23/01/2007 Last review 25/05/2010 Review was due May 2015	Review required It is proposed that this policy will be combined with Social Media Protocol (4.1.20) as part of the review	December 2021.
Civic Functions - hospitality etc. (4.1.29)	Manager Marketing and Communications	Adopted 8/07/1996 Last review 28/02/2012	Under review Review undertaken & presented in the July Policy Paper.	July 2021.



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Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
		Review was due February 2017	Repeal to be proposed with approval of amendments to the Council Members – Allowances, Fees and Reimbursement of Expenses Policy – February 2022.	
Recognition of Noongar Boodjar Culture and History through Welcome to Country and Acknowledgement of Country (4.1.30)	Manager Marketing and Partnerships	Adopted 11/2010 Last review 06/2018	Next review – June 2022	June 2022
Privacy Management (4.1.31)	Executive Manager Information and Communication Technology	Adopted 11/2010 Review was due November 2015	Review is required - scheduled for early 2021 Administration is developing a privacy management plan which will include updating this policy and the appointment of privacy officers. A staff group of privacy stakeholders met in March 2021 to review the Privacy Code checklist. A second stakeholder meeting is to be scheduled	Present outcome of review to August policy paper Early 2022
Sponsorship to the City (4.1.32)	Marketing and Partnerships	Adopted 11/2010 Review was due November 2015	Review scheduled Review undertaken & presented in the September Policy Paper. Repeal proposed following inclusion of sponsorship into the Community funding	J <del>uly 2021.</del> September 2021 October 2021



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Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			policy. (administrative change proposed presentation to the December OMC)	
Third Party Mediation - Citizens Advice Bureau (4.1.33)	Executive Manager Corporate Strategy and Governance	Adopted 10/05/2011 Last review 04/04/2018	Next review – 04/04/2022	April 2022
Legal Representation for Council Members and Employees (4.2.01)	Executive Manager Corporate Strategy and Governance	Adopted 23/07/2002, Last review 04/04/2018	Next review – 04/04/2022	April 2022
Council Members Requests - Contact with City Employees (4.2.05)	Executive Manager Corporate Strategy and Governance	Adopted 09/04/1996 Last review 22/04/2008 Review was due 22/04/2013	This policy will be reviewed as part of the annual review of the Governance Framework.	November 2021 December 2021
Council Members - Allowances	g		Next review – 06/03/2021. Recommended for early review in response to the City of Perth Inquiry findings.	Present outcome of review to CW February 2021
etc. (4.2.07) Strategy and Governance	Last review 06/03/2018	Admin has commenced a review, was raised at February workshop, and outcome of review will be presented to Council in November/ December 2021	November/ December 2021	



Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
		Adopted	Will review prior to next election.	Present outcome of
Local Government Elections	Executive Manager Corporate	12/02/2014	Commence review February 2021	review to CW Augus
(4.2.14)	Strategy and Governance	Review was due	This review has been rescheduled for	2021
		February 2018	February 2022	February 2022
			Next review – 18/10/2020	Present outcome of review to CW February 2021
Council Member Contact with Developers (4.2.15) Executive Manager Corporate Strategy and Governance		Adopted 02/06/2015 Last review 18/10/2016 Review was due 18/10/2020	Presented to February WS. Awaiting EM feedback	Requesting approva to advertise OMC April 2021
			Withdrawn from April Meeting need comment from Elected Members to determine whether we include pre-DA contact	
			Presented updated proposals in May Policy Paper. Guidance on pre-DA contact proposed for inclusion in the Governance Framework	November 2021
		Remainder of policy requires the establishment of objective and update to new policy template		



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Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
CEO Annual Performance Review (4.2.16)	Executive Manager Human Resources	Adopted 14/11/2017 Review due 14/11/2021	Next review – 14/11/2020	Present outcome of review to CW February 2021 November 2021
			Next review - 20/08/2023	August 2023
Council Election Period Policy	Executive Manager Corporate Strategy and Governance	Adopted 20/08/2019	Amended to remove the candidate code of conduct as this is covered in the Elected Member Code of Conduct	Amendments adopted March OMC
			Further amendments are proposed following the LG Election – please note D21/36450	December 2021
Council Proceedings - Recording and Web Streaming Policy	Executive Manager Corporate Strategy and Governance	Adopted 16/06/2020	Replaced the City's Policy 4.2.4 – Council Meetings – Recording and Web Streaming.	June 2024
Elected Members Continuing Professional Development Policy	Executive Manager Corporate Strategy and Governance	Adopted 16/06/2020	This policy must be reviewed after each ordinary election.	November 2021
Risk Management Policy	Executive Manager Corporate Strategy and Governance	Adopted 16/06/2020	Next review – 16/06/2024	June 2024



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Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
Meeting Procedures Policy & supporting guidelines: Electronic Meeting Guidelines	Executive Manager Corporate	Adopted 15/09/2020	Next review – 24/09/2024 (Policy) Electronic Meeting Guidelines requested review December 2020	Policy – 2024 Electronic Meeting Guidelines - December 2020
Council Briefing Guidelines <u>Council Proceedings</u> <u>Guidelines</u>	Strategy and Governance		Review undertaken & presented to CW 3 August 2021. Approved 17 August 2021 OMC.	24/09/2024
Attendance at Events Policy	Executive Manager Corporate Strategy and Governance	<u>23/03/2021</u>	Adopted in accordance with the requirements of section 5.90A of the Local Government Act 1995	March 2025
Policy Development and Review Policy	Executive Manager Corporate Strategy and Governance	Adopted <u>15/09/2020 (Item</u> <u>12.2)</u>	Replaced Policy Manual - Adoption and Review (4.1.01)	December 2024
Temporary Employment or Appointment of CEO	Executive Manager Human Resources	Required in accordance with Section 5.39C of the LGA	Section 5.39C of the LGA requires all Local Governments to adopt, by absolute majority, a policy that sets out the process to be followed in relation to the Temporary Employment or Appointment of CEO - WALGA Template Policy	November 2021
Workforce Plan	Executive Manager Human Resources		The Workforce Plan is a 1-year plan for the 2020/2021 financial year. A 5-year workforce plan will be developed by February next year.	February 2021
	103001063		The annual workforce plan review will be undertaken as part of the Service Delivery Review Program. The current	2021/2022



INNOVATIVE AND ACC	DUNTABLE - 🏹-	this, we will be an inne	role to play in supporting our community to rea ovative, honest, engaged and responsible orgar unicates effectively and takes our stewardship	isation that manages
Policy Document	Responsible Officer	Adoption and last review date	Review Comments and Plan	Proposed Review Date
			review is in progress and will be finalised before the end of the financial year. A copy of the current plan has been circulated to Elected Members.	
Asset Management Plan	Manager Engineering		TBC Review is proposed to be undertaken as part of the Asset Management and Sustainability Strategy (AMSS) implementation. A revised draft AMSS is being presented to Council November 2021	TBC           2022
Recordkeeping Plan RKP 2016022	Senior Records Officer	<u>12/08/2016</u>	Under the State Records Act 2000 (the Act), the Plan must be reviewed within five years of the approval date and a report of the review submitted to the State Records Commission. A report of the review is due by 12 August 2021.	To be approved by the State Records Commission by 12 August 2021



#### Repealed policies

Policy	Responsible Officer	Date repealed	Comments
4.2.6 – Council Members – Purchase of Items and Equipment upon Retirement	Executive Manager Corporate Strategy and Governance	Repealed at OMC 04/04/2017 (Item 9.3.4)	The provisions of policies 4.2.6 and 4.2.8 were incorporated into the Elected Members – Allowances, Fees and Reimbursement of Expenses Policy.
4.2.8 – Council Members – Acknowledgement of Service and Purchase of Retirement Gift	Executive Manager Corporate Strategy and Governance	Repealed at OMC 04/04/2017 (Item 9.3.4)	The provisions of policies 4.2.6 and 4.2.8 were incorporated into the Elected Members – Allowances, Fees and Reimbursement of Expenses Policy.
2.1.1 Public Open Space - Maintenance of Naturally Vegetated Areas	Manager Parks & Urban Green	Repealed at OMC 28/05/2019 (Item 10.2)	Policy content is contained within the Greening Plan and Sustainable Environment Strategy and the remainder is operational content.
2.1.6 Parks and Reserves – Playgrounds, Barbeques, Outdoor Exercise Equipment and Lights.	Manager Parks & Urban Green	Repealed at OMC 28/05/2019 (Item 10.2)	Policy provides guidelines for the installation of various items of parks furniture and infrastructure. Administration considers that this policy is no longer necessary as the Public Open Space strategy now outlines the required levels of service for each respective park category.
2.1.8 Parks and Reserves - Water Conservation Design Guidelines	Manager Parks & Urban Green	Repealed at OMC 28/05/2019 (Item 10.2)	Policy contains operational content that does not require a specific policy.
2.2.1 Directional Signs	Manager Engineering	Repealed at OMC 25/06/2019 (Item 12.3)	No longer required. Minor in nature and an administrative function.
2.2.2 Undergrounding of Power	Manager Engineering	Repealed at OMC 25/06/2019 (Item 12.3)	No longer required. Given the significant financial implications any City/Ratepayer funded major Underground Power Project's, albeit under the State Program or by the City directly, requires Council approval (Sections 1 and 2). Section 3 is now covered by a Planning Policy.
2.2.3 Electricity Supply - Installation of Substations	Manager Engineering	Repealed at OMC 25/06/2019 (Item 12.3)	No longer required. Administered by Western Power under its own State Act.



Policy	Responsible Officer	Date repealed	Comments	
2.2.5 Kerbside House Numbering	Manager I	Repealed at OMC	No longer required. Enacted at the time. Created in response	
	Engineering 2	25/06/2019 (Item 12.3)	to predatory sales tactics by contractor.	
2.2.7 Street Parties	Manager I	Repealed at OMC	No longer required. Superseded by Community Engagement's	
	Engineering 2	25/06/2019 (Item 12.3)	'Street Activation Policy' policy 3.10.3	
2.2.9 Street Lighting	Manager I	Repealed at OMC	No longer required. An administrative function and restricts the	
	Engineering 2	25/06/2019 (Item 12.3)	City's ability to install streetlights other than by Western Power.	
	Executive			
1.2.09 Council Members -	Manager	Repealed OMC 17/03/2020		
Professional Development	Corporate	(Item 12.10)		
	Strategy and	(1011-12:10)	These policies were replaced with the Elected Members	
	Governance		Continuing Professional Development Policy to consolidate	
	Executive		content and satisfy the requirements of section 5.128 of the	
	Manager		Local Government Act 1995.	
-	Corporate			
	Strategy and			
	Governance			
	Executive		Policy was replaced with the Risk Management Policy. The risk	
	Manager	Repealed OMC 17/03/2020	likelihood and consequence tables have been updated, and	
· · · ·	·	(Item 12.8)	high and extreme risks must be reported to Council (via the	
	0, <sup>0</sup>		Audit Committee) for approval of the risk management actions.	
· · ·	°	Repealed OMC 16/06/2020	Policy was replaced with Council Proceedings - Recording and	
0	·	(Item 12.3)	Web Streaming Policy	
Streaming.	o,			
	Manager			
0	U U	Repealed OMC 15/09/2020	Policy was replaced with the Meeting Procedures Policy	
		(Item 12.4)	i oney was replaced with the meeting i recours i oney.	
	<i>o,</i>			
City's Policy 4.2.4 – Council Meetings – Recording and Web Streaming. Council Meetings and Forums - Format Procedures and Maximum Duration (4.2.03)	Corporate Strategy and Governance Executive Manager Corporate Strategy and Governance Executive Manager Corporate	(Item 12.8) Repealed OMC 16/06/2020 (Item 12.3) Repealed OMC 15/09/2020	high and extreme risks must be reported to Council (via Audit Committee) for approval of the risk management a Policy was replaced with Council Proceedings - Record	



Policy	Responsible Officer	Date repealed	Comments
Residential Parking – Verge Information Signage (3.9.4)	Manager Ranger Services	Repealed OMC 20/10/2020 (Item 12.7)	The content is operational - relates to size and content of information signs on verges and the process for erecting a sign. This information will be contained in an internal procedure.
Hiring of Banner Poles and Displaying Promotional Banners (3.10.1)	Manager Marketing and Partnerships	Repealed OMC 20/10/2020 (Item 12.7)	The City no longer hires banner poles. Community signage may be displayed in accordance with the City's Signs and Advertising policy and <del>draft Development on City Owned and</del> <del>Managed Land Policy (subject to Council approval).</del> <u>March 2021 - Development on City Owned and Managed Land</u> <u>Policy is undergoing further stakeholder engagement</u>
Precinct groups (4.1.6)	Manager Community Partnership	Repealed OMC 20/10/2020 (Item 12.7)	Operational content. The City's Community Funding Policy ensures that financial support is available to community groups and clubs through waiving of fees and through the pool of funding allocated for donations and grants. The proposed Property Management Framework also provides an avenue of financial support for City tenants
Recognition of Ratepayers - Residents - Centenary Birthday - Golden Wedding Anniversary (4.1.28)	Manager Marketing & Communications	Repealed OMC 20/10/2020 (Item 12.7)	Operational content - a documented policy position was unnecessary. Civic processes are initiated by the Office of the Mayor and supported by administration. Budget is allocated as part of the annual budget process.
Active Citizens Award Policy (4.1.35)	Manager Marketing and Partnerships	Repealed OMC 20/10/2020 (Item 12.7)	The City no longer runs these awards. An annual Christmas event is hosted by the Mayor to recognise community members and volunteers.
Council Meetings - Preserving Order (4.2.02)	Executive Manager Corporate Strategy and Governance	Repealed OMC 20/10/2020 (Item 12.7)	The high-level principles covered in this policy are addressed in the City's Meeting Procedures Local law. Further clarification of these principles is not necessary.



Policy	Responsible Officer	Date repealed	Comments
Safe Needle Syringe Collection and Disposal Strategy (3.8.4)	Manager Built Environment and Wellbeing	Repealed OMC 20/10/2020 (Item 9.4)	This is an operational document that has no legal, legislative or regulatory requirements.
Public Buildings - Use of Open Fires (3.8.6)	Manager Built Environment and Wellbeing	Repealed OMC 20/10/2020 (Item 9.4)	This replicates existing legislation – <i>Health (Public Buildings)</i> <i>Regulations 1992.</i> The legislative requirements will be reviewed and if necessary internal guidelines developed.
Rodent and Vermin Control - Assistance to Ratepayers (3.8.8)	Manager Built Environment and Wellbeing	Repealed OMC 20/10/2020 (Item 9.4)	This is an operational document. There is no legal, legislative or regulatory requirements that need to be included in the policy.
Healthy Vincent (3.8.9)	Manager Built Environment and Wellbeing	Repealed OMC 20/10/2020 (Item 9.4)	Superseded by the Public Health Plan 2020-2025 – adopted at OMC 20/10/2020 (Item 9.4)
Food Act 2008 (3.8.10)	Manager Built Environment and Wellbeing	Repealed OMC 20/10/2020 (Item 9.4)	This policy replicates existing legislation ( <i>Food Act 2008</i> ). The legislative requirements will be reviewed and if necessary an internal procedure drafted
Terms of Lease (1.2.1)	Executive Manager, Corporate Strategy and Governance	Repealed OMC 17/11/2020 (Item 11.2)	Policy was replaced with the Property Management Policy.
Policy Manual - Adoption and Review (4.1.01)	Executive Manager, Corporate Strategy and Governance	Repealed OMC 15/12/2020 (Item 12.2)	Policy was replaced with Policy Development and Review Policy
Student Citizenship Awards (4.1.2)	Manager Marketing and Partnerships	Repealed OMC 23/03/2021 (Item 11.2)	Incorporate into the Community Funding Policy



Policy	Responsible Officer	Date repealed	Comments
Code of Tendering (1.2.2)	Executive Manager Financial Services	Repealed OMC 27/04/2021 (Item 11.4)	Repealed following adoption of the Purchasing Policy and Procurement Framework in November 2020
Library Collection Management (3.11.1)	Manager Customer and Library Services	Repealed OMC 27/04/2021 (Item 11.3)	Repealed and replaced with Library and Local History's Collection Policy
Local History Collection Management (3.11.2)	Manager Customer and Library Services	Repealed OMC 27/04/2021 (Item 11.3)	Repealed and replaced with Library and Local History's Collection Policy
Council Members and Employees Business Dealings with the City (4.2.10)	Executive Manager, Corporate Strategy and Governance	Repealed OMC 22/06/2021 (Item 12.4)	Repealed and behavioural principles of the policy included in updates to the GF
Community Consultation (4.1.05) Appendix 1, Appendix 2, Appendix 3, Appendix 4, Appendix 5, Community Consultation Guidelines	Manager Policy and Place	Repealed OMC 14/09/2021 (Item 9.4)	Repealed and replaced with Community and Stakeholder Engagement Policy
Shade and Sunsmart (3.8.11)	Manager Built Environment and Wellbeing	Repealed OMC 12/10/2021 (Item 9.5)	<ul> <li>No longer a requirement for this Policy as its objective is adequately delivered through the following:</li> <li>Public Health Plan 2020 – 2025;</li> <li>Policy No. 7.1.1 – Built Form Policy;</li> <li>Greening Plan 2018 – 2023;</li> <li>Public Open Space Strategy 2018;</li> <li>Work Health and Safety Policy; and</li> </ul>



Policy	Responsible Officer	Date repealed	Comments
			<ul> <li>Guidelines for Concerts, Events and Organised Gatherings (WA Department of Health 2009).</li> <li>Repealed with annual review of the Public Health Plan 2020 – 2025.</li> </ul>
Disaster Appeals - Donations and Assistance (4.1.27)	Executive Manager Financial Services	Repealed OMC 12/10/2021 (Item 11.1)	The policy also duplicated the Emergency Management responses which are covered by the Local Emergency Recovery Plan and the City's relationship with the State Emergency Management Committee.

### 2021 / 2022 Indicative Policy Review Schedule

November 2021	
Policy Document	Comment
Elected Members Continuing Professional Development Policy	Nil
Council Members Requests - Contact with City Employees (4.2.05)	Nil
Council Members – Allowances, fees and reimbursement of expenses policy	Nil
Temporary Employment or Appointment of CEO (new policy required under LGA)	Nil
CEO Annual Performance Review (4.2.16)	Nil
Education and Care Services (7.5.3)	Review brought forward
Parks Reserves and Hall Facilities - Conditions of Hire of Use (2.1.7) - as presented to	Copy of review as presented to 26 October 2021 Council
Council Workshop – 26/10/2021	Workshop
	Further consultation with Council Members is required. A
	meeting is to be scheduled following the LG elections.
	Revised review date now Early 2022
Minor Nature Development (7.5.1)	Nii
	Currently being drafted, following feedback from Elected
	Members
	Revised review date now Early 2022

December 2021		
Policy Document	Comment	
Council Logo (4.1.11)	Nil	
Vehicle Management (4.1.16)	Nil	
Naming of City Facilities (4.1.18)	Nil	
Social Media Protocol (4.1.20)	Nil	
Media (4.1.25)	Nil	
Stormwater Drainage Connections (2.2.10)	Nil	
Parklets (2.2.13) and proposed Vibrant Spaces Policy	Nil	
Flying and Displaying of Flags and Banners (4.1.09)	Nil	
Signs and Advertising (7.5.2)	Nil	
Customer Service Complaints (4.1.03)	Nil	
Recovery of Debts Rates and Service Charges (1.2.13)	Nil	
Council Member Contact with Developers (4.2.15)	Nil	

February 2022	
Policy Document	Comment
Corporate Credit Cards (1.2.8)	Nil
Local Government Elections (4.2.14)	Nil
Council Election Period Policy (further amendments)	Nil
Waste Management (2.2.11)	Nil
Graffiti – Control and Removal (2.1.3)	Nil
Appendix 3 - Design Guidelines for Richmond on The Park	
Appendix 6 - Brookman and Moir Street Design Guidelines	
Appendix 8 - Highgate Design Guidelines	
Appendix 12 - Elven On The Park Design Guidelines	A review of the planning policy appendix design
Appendix 14 - Design Guidelines No95 Lot75 and Part Lot76 Chelmsford Road	guidelines has been prioritised
Appendix 15 - Joel Terrace Design Guidelines	
Appendix 16 - Design Guidelines Perth	
Appendix 17 - Design Guidelines Lacey Street	]
Appendix 18 - Design Guidelines William	

March 2022	
Policy Document	Comment
No polices reviews listed	

April 2022	
Policy Document	Comment
Freedom of Information Requests (4.1.04)	Nil
Nuclear Free Zone (4.1.08)	Nil
Third Party Mediation - Citizens Advice Bureau (4.1.33)	Nil
Legal Representation for Council Members and Employees (4.2.01)	Nil

May 2022	
Policy Document	Comment
Street Trees (2.1.2)	Nil

June 2022	
Policy Document	Comment
Laneways and Rights of Way (2.2.8)	Nil
Recognition of Noongar Boodjar Culture and History through Welcome to Country and	Nil
Acknowledgement of Country (4.1.30)	

July 2022	
Policy Document	Comment
Concerts and Events (3.8.3)	Nil
State Administrative Tribunal (4.1.23)	Nil

August 2022	
Policy Document	Comment
No polices reviews listed	

September 2022	
Policy Document	Comment
No polices reviews listed	

October 2022	
Policy Document	Comment
No polices reviews listed	

November 2022		
Policy Document	Comment	
Street Activation Policy (3.10.3)	Nil	

December 2022			
Policy Document	Comment		
Alcohol Management (3.8.7)	Nil		

Early 2022 (no set date)		
Policy Document	Comment	
Heritage Management - Development Guidelines for Heritage and Adjacent Properties (7.6.1)		
Heritage Management - Assessment (7.6.2)		
Trees of Significance (7.6.3)		
Heritage Management - Interpretation (7.6.4)	Further consultation requested following publication in September policy paper	
Heritage Management - Amending MHI (7.6.5)		
Heritage Management - The Heritage List MHI (7.6.6)		
Heritage Management - Bonuses (7.6.7)	1	
Heritage Management - Enquiries (7.6.8)	-	
Heritage Assistance Fund (7.6.9)		
Heritage Strategic Plan 2013 – 2017	Nil	
Privacy Management (4.1.31)	Nil	
Art Collection Policy (3.10.7)	Nil	
Public Art (3.10.8)	Nil	
Public Murals (3.10.9)	Nil	
Parks Reserves and Hall Facilities - Conditions of Hire of Use (2.1.7) - as presented to	Further consultation requested following publication in	
Council Workshop – 26/10/2021	September policy paper	
Minor Nature Development (7.5.1)	Currently being drafted, following feedback from Council	
	Members	

2021/2022 (no set date)			
Policy Document	Comment		
Advisory Groups (4.2.12)	Nil		
Built Form (7.1.1)	Nil		
Consulting Rooms Policy (7.5.22)	Nil-postponed to 2022/23. Appendix Design Guidelines		
Sustainable Design (7.5.10)	prioritised		
Reconciliation Action Plan 2019 - 2021   Innovate	Nil		

2022 (no set date)		
Policy Document	Comment	
Investment Policy (1.2.4)	Nil	
Verge Treatments Plantings and Beautification (2.2.4)	Nil	
Truncations (2.2.6)	Nil	
Asset Management Plan	Nil	
Asset Management (2.2.12)	Nil	

### **Policy Review Summary**

Since implementation of the Policy Document Register and Review Plan (Plan) Administration has finalised the review of 27 policies with a further 10 policy reviews progressing to Council.

The following table identifies these policies, their review date and relevant comments.

	Policy	Review Date	Comments
1.	Residential Parking – Verge Information Signage (3.9.4)	20/10/2020	
2.	Hiring of Banner Poles and Displaying Promotional Banners	20/10/2020	
	(3.10.1)		Reviewed and repealed with approval of Policy Document Register
3.	Community - Precinct Groups (4.1.6)	20/10/2020	and Review Plan.
4.	Recognition of Ratepayers - Residents - Centenary Birthday -	20/10/2020	OMO(20/40/2020) (them 12.7)
	Golden Wedding Anniversary (4.1.28)		OMC 20/10/2020 (Item 12.7)
5.	Active Citizens Award Policy (4.1.35;	20/10/2020	
6.	Council Meetings - Preserving Order (4.2.02)	20/10/2020	
7.	Safe Needle Syringe Collection and Disposal Strategy Policy	20/10/2020	
	(3.8.4)		
8.	Public Buildings - Use of Open Fires Policy (3.8.6)	20/10/2020	Reviewed and repealed with adoption of Public Health Plan
9.	Rodent and Vermin Control - Assistance to Ratepayers Policy	20/10/2020	OMC 20/10/2020 (Item 9.4)
	(3.8.8)		
10.	Healthy Vincent Policy (3.8.9)	20/10/2020	
11.	Food Act 2008 Policy (3.8.10).	20/10/2020	
12.	Parklets (2.2.13)	15/12/2020	Community engagement and consultation complete with regard to
			the future development of parklets.
			The results of this engagement will inform the next steps of the
			proposed development of a Vibrant Spaces Policy Listed for
			December 2021
13.	Purchasing Policy	17/11/2020	Reviewed and amended (Item 11.1)
14.	Terms of Leases Policy (1.2.1)	17/11/2020	Reviewed and replaced with Property Management Policy (Item 11.2)
15.	Policy Manual – Adoption and Review (4.1.1)	15/12/2020	Reviewed and replaced with Policy Development and Review
		10,12,2020	Policy
16.	City of Vincent Student Citizenship Award	23/03/2021	Reviewed and repealed with the adoption of amendments to the
			Community Funding Policy

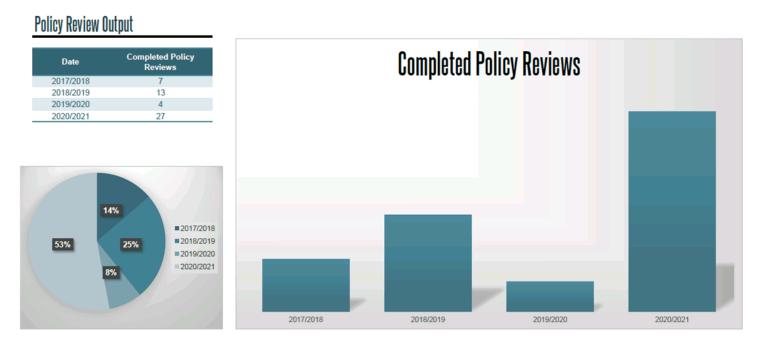
Last updated 28 October 2021 D21/157915

	Policy	Review Date	Comments
17.	Adoption of new Attendance at Events Policy	23/03/2021	New policy required in accordance with section 5.90A of the LGA
18.	Temporary Accommodation (7.4.5)	23/03/2021	Reviewed and amended (Item) Amendments subject to publication
19.	Library Collection Management Policy and Local History	27/04/2021	Reviewed and replaced with new Library and Local History
	Collection Management Policy.		Collection Policy. (Item 11.3)
20.	Code of Tendering Policy	27/04/2021	Reviewed and repealed (Item 11.4)
21.	Fraud and Corruption Prevention Policy	22/06/2021	Reviewed and amended (Item 12.3)
22.	Council Members and Employees Business Dealings with the	22/06/2021	Reviewed and repealed (Item 12.4)
	City (4.2.10)		
23.	Community Consultation (4.1.05)	14/09/2021	Reviewed and replaced with Community and Stakeholder
			Engagement Policy (Item 9.4)
24.	Home Business Home Occupation Home Office and Home Store	14/09/2021	Reviewed and repeal approved subject to submissions (Item 9.6)
	(7.5.9)		
25.	Street Addressing (7.5.20)	14/09/2021	Reviewed and repeal approved subject to submissions (Item 9.6)
26.	Shade and Sunsmart (3.8.11)	12/10/2021	Reviewed and repealed (Item 9.5)
27.	Disaster Appeals – Donations and Assistance Policy (4.1.27)	12/10/2021	Reviewed and repealed (Item 11.1)

The following table identifies the progress of 10 policy reviews that have been presented and are now progressing to Council.

	Policy	Presenting	Proposal to Council
1.	Memorials in Parks and Public Reserves Policy (2.1.5)	16/11/2021 - OMC	Proposed amendments
2.	Access and Equity (3.10.2)	14/12/2021 - OMC	Outcome of advertising
3.	BPLC - Awarding of Life Membership (1.3.1)	14/12/2021 - OMC	Outcome of advertising proposed amendments to the Community Funding Policy. This will inform the proposal to repeal.
4.	Community Funding	14/12/2021 - OMC	Outcome of advertising
5.	Rates and Service Charges (1.2.12)	14/12/2021 - OMC	Proposed repeal
6.	Sponsorship to the City (4.1.32)	14/12/2021 - OMC	Proposed repeal
7.	Information and Communications Technology - Conditions of Use (1.1.1)	14/12/2021 - OMC	Proposed repeal
8.	Parking Permits (3.9.3)	February 2022	Outcome of advertising
9.	Civic Functions - hospitality etc. (4.1.29)	February 2022	Proposed repeal
10.	Investment Policy (1.2.4)	February 2022	Outcome of advertising

Last updated 28 October 2021 D21/157915 This compares to the 24 policy reviews completed in the three-year period between 1 July 2017 and 30 June 2020. The following table reflects the exponential increase of our policy review output.



Last updated 28 October 2021 D21/157915

#### 9.9 CLIMATE EMERGENCY AUSTRALIA JOINT STATEMENT: AUSTRALIAN COUNCILS CALL FOR ENERGY-EFFICIENT AND CLIMATE RESILIENT HOMES VIA THE NATIONAL CONSTRUCTION CODE

Attachments: 1. Climate Emergency Australia Joint Statement on Energy Efficient Homes

#### **RECOMMENDATION:**

That Council ENDORSES the Climate Emergency Australia 'Joint Statement: Australian Councils call for energy-efficient and climate resilient homes via the National Construction Code' at Attachment 1.

#### PURPOSE OF REPORT:

For Council to consider signing on to the 'Joint Statement: Australian Councils call for energy-efficient and climate resilient homes via the National Construction Code' (Joint Statement) at **Attachment 1**.

#### BACKGROUND:

The City of Vincent is a permit authority for administering the requirements of the National Construction Code (NCC) in accordance with the *Building Act 2011*. The assessment process for a building application includes verification that the energy efficiency requirements of the NCC are met. The current 2019 edition of the NCC requires a 6 star NatHERS (Nationwide House Energy Rating Scheme) for buildings.

The NCC is currently being reviewed, with a proposal for the new NCC 2022 to require buildings to meet 7 star NatHERS rating. This would include additional criteria for heating, cooling, hot water, lighting density, appliances, renewable energy and electric vehicle charging. Submissions for the NCC 2022 closed on 17 October 2021 and are currently being considered by the Australian Building Codes Board.

#### DETAILS:

Climate Emergency Australia wrote to the City on 9 November 2021 requesting Council's support for their Joint Statement. They have advised the next stage in the process for the NCC 2022 would be for State and Territory Building Ministers to decide whether the proposed changes will be adopted.

The Joint Statement would be sent to State, Territory and Federal Energy, Climate Change and Building ministers. It would be a document to demonstrate local government support for the NCC 2022 changes. These changes are to be discussed at the Building Ministers Forum in late November.

Administration supports the changes proposed in the NCC 2022. These changes align closely with the City's Sustainable Environment Strategy 2019-2024. The City is an active participant in the Western Australian Local Government Association's (WALGA) Environmentally Sustainable Design Forum. This Forum is advocating directly to the State Government to urge adoption of the proposed NCC standards. The Forum is also developing an overarching policy position for adoption by the WALGA State Council. It is anticipated a campaign to promote environmentally sustainable design would be released in early 2022, including some short videos and a filmed workshop, which would be promoted on the City's website and social media.

#### CONSULTATION/ADVERTISING:

Nil.

#### LEGAL/POLICY:

- Building Act 2011; and
- National Construction Code.

#### RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the Joint Statement.

#### STRATEGIC IMPLICATIONS:

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

#### Sensitive Design

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

#### SUSTAINABILITY IMPLICATIONS:

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

Sustainable Energy Use/Greenhouse Gas Emission Reduction

The SES also contains Energy Strategy No. 11 which is to 'Advocate to both State and Federal Government for higher building design standards for new builds and retrofits (all building types).

#### PUBLIC HEALTH IMPLICATIONS:

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

Reduced exposure to environmental health risks

#### FINANCIAL/BUDGET IMPLICATIONS:

Nil.

### **Climate Emergency** Australia



### Joint Statement: Australian Councils call for energy-efficient and climate resilient homes via the National Construction Code

Australian local governments are calling for the strongest possible building standards to be enshrined in the 2022 National Construction Code (NCC).

### We ask that the minimum standard in the National Construction Code be lifted to at least a 7-Stars NatHERS energy rating.

As buildings account for 25 percent of national carbon emissions, a strong NCC is vital for achieving our net-zero targets.

Better performing homes mean lower energy bills, improved health outcomes for residents, and homes resilient to extreme weather.

As the level of government closest to communities, Councils play an important role in creating safe and vibrant communities. We have a responsibility to protect our diverse communities from current and worsening impacts of climate change.

#### No time to delay

We support the proposed changes to the NCC 2022 to increase the minimum standard to 7-Stars NatHERS energy rating and introduce energy budgets for new homes. This is a good first step.

However, 7-Star is the minimum increase that is needed to cut our emissions in the next decade. Australian homes have fallen behind international standards and we need to lift their energy performance.

#### Our communities demand safe and healthy homes

Communities across Australia want energy efficient homes that keep warm in winter and cool in summer. Councils have responded by including objectives related to environmentally sustainable building design in their community strategic plans and/or local planning strategies.

Thirty-one Victorian councils and the Municipal Association of Victoria, representing the Council Alliance for a Sustainable Built Environment, are working together to revise and elevate Environmentally Sustainable Development targets for new developments, including targets for zero carbon development in local and state planning schemes.

#### Councils already working with industry and government for better homes

c/- City of Melbourne GPO Box 1603, Melbourne VIC 3001

#### **Climate Emergency** Australia



Councils are already working with developers to achieve higher performance outcomes than the mandatory construction code minimum standards. We have been successfully working with industry to support the market transition.

Councils in Western Australia are introducing policies that encourage industry to adopt sustainable design principles above the construction code's minimum standards. In many instances, industry has adopted these design principles to meet changing market demands and community aspirations.

The increase to 7-Stars is achievable, cost-effective and financially beneficial to residents.

#### Future-proofing our homes in a changing climate

With temperatures projected to rise by 2.5°C in the next century, residential buildings and homes need to become more resilient to withstand hotter temperatures, drier climates and more extreme weather events. The findings of the *Future Proofing Residential Development to Climate Change* research project by Randwick, Woollahra and Waverley councils, showed as the climate warms in 2030 and 2070, energy demand for homes in Sydney's eastern suburbs will increase dramatically, and will fail the current NSW requirements for cooling in 2030 and 2070.<sup>1</sup>

#### Lifting standards across the country

The National Construction Code is an efficient instrument to achieve a consistent national approach and achieve widespread benefits across our communities. People on a low income spend a disproportionate amount of energy to heat and cool their homes.<sup>2</sup> We need to ensure social equity and protect our residents from poor performing buildings and the increasing impacts of climate change.

We ask that the minimum standard be increased in the National Construction Code 2022 and Councils are ready to work with government and industry to improve the future Australian homes.

Climate Emergency Australia (CEA) is a network of 104 Australian councils that have declared a climate emergency. Together, we represent more than 9.9 million Australians calling for a rapid shift to a more resilient, zero-carbon society.

Supporting Councils

COUNCIL LOGOS TO GO HERE

c/- City of Melbourne GPO Box 1603, Melbourne VIC 3001

https://www.waverley.nsw.gov.au/\_data/assets/pdf\_file/0006/181788/Future\_Proofing\_Residential\_Development\_to\_Climate\_ Change\_Final\_Report\_January\_2021.pdf

<sup>&</sup>lt;sup>2</sup> ACOSS/Brotherhood of St Laurence (2018): Energy Stressed in Australia





c/- City of Melbourne GPO Box 1603, Melbourne VIC 3001

# 10 INFRASTRUCTURE & ENVIRONMENT

#### 10.1 REVIEW OF MEMORIALS IN PARKS AND PUBLIC RESERVES (2.1.5)

Attachments:1.Memorials in Public Places and Reserves Policy (2.1.5) - Draft Review <a href="https://www.ukitachments.com">www.ukitachments:</a>1.Memorials in Public Places and Reserves Policy (2.1.5) - Draft Review <a href="https://www.ukitachments.com">www.ukitachments:</a>2.Policy 2.1.5 - Memorials in Public Places and Reserves <a href="https://www.ukitachments.com">www.ukitachments:</a>2.Policy 2.1.5 - Memorials in Public Places and Reserves <a href="https://www.ukitachments.com">www.ukitachments.com</a>

#### **RECOMMENDATION:**

That Council:

- 1. APPROVES the proposed amendments to the Memorials in Public Places and Reserves Policy, at Attachment 1, for the purpose of public notice, which is proposed to replace Policy 2.1.5 Memorials in Parks and Public Reserves, at attachment 2;
- 2. AUTHORISES the Chief Executive Offcier to provide local public notice of the proposed 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) and was last due to be reviewed in February 2015.

The Policy has not been updated since February 2010 therefore is overdue for review.

# DETAILS:

The elements set out in clause 1.3 of the Policy Development and Review Policy have been considered as set out below.

#### Proposed amendment to the policy objective:

The current policy objective addresses the purpose of the policy rather than what it is designed to achieve. Administration is proposing the following draft objectives for this policy:

To:

- 1. ensure the conservation of commemorative memorials within the City; and
- 2. to facilitate a consistent approach to the inclusion of commemorative memorials

#### Requirement for a documented City position (including community need or legislative requirement):

The City receives several enquiries and requests for the placement of plaques and memorials on City owned or maintained land each year. In order for the City to maintain local amenity, ensure the safety of the community and minimise maintenance requirements, this policy consists of guidelines and criteria to assist in regulating the volume of memorial structures placed within the City's Parks and Reserves.

Main Roads WA will approve memorials on State Roads in a similar way to that proposed in this draft policy. The City needs to have a documented approach to roadside memorials to ensure a level of consistency across the network.

The Proposed changes to the policy are:

- a) Include confirmation that costs associated with replacement of lost or vandalised plaques would remain the responsibility of the applicant being clause 1.2(ix);
- b) Exclusion of memorial trees being identified by a plaque or other identification to maintain and enhance the City's public places and reserves, and for the safety of all users of the space being clause 1.2(v);
- c) Not permitting plaques where there is a religious or political affiliation being clause 1.2(vii);
- d) Not permitting plaques if in the opinion of the City the plaque is offensive or has the potential to offend being clause 1.2(viii);
- e) Removing the necessity to report to Council for every memorial request in clause 2(i) as this administratively burdensome and unnecessary, except where there is a disagreement on the City's response. In these instances Council would have final approval, as clause 1.2(i) of the amended policy;
- f) Distinguishing between City owned roads and roads under the control of Main Roads, and advising that all applications must be made to Main Roads should a person wish to erect a memorial on a Main Roads controlled road in clause 1.3.3; and
- g) Not allowing the scattering of ashes in public places and reserves given the availability of specialised facilities operated by the Metropolitan Cemeteries Board being clause 1.4.

# CONSULTATION/ADVERTISING:

In accordance with the City's Community and Stakeholder Engagement Policy, 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 23 November 2021 subject to Council approval.

# 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 on 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.



Legislation / local law requirements	Insert any legislation or local law that is relevant to the policy. Please <i>Italicize</i> legislation only (Acts and Regs). Please do not Italicize local laws, delegation clauses or policy.
Relevant delegations	Please reference the clause and title of any delegations that are relevant to the policy.
Related policies, procedures and supporting documentation	Please reference relevant policies, procedures, guidelines and other supporting documents. Please include CM reference number.

# 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

#### <u>To:</u>

- 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.

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# 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 Plagues

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.
- The selection of tree species and planting location will be carefully considered in view of the (iv) 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.
- Unless otherwise approved all plaques are to be the City of Vincent standard design (vi) specifications and requirements.
- (vii) A plaque will not be approved where there is religious or political affiliation.
- (viii) A plaque will not be approved if in the opinion of the City the plaque is considered offensive or has the potential to offend.
- (ix) Should the plaque be lost or vandalised, repair/replacement costs would remain the responsibility of the applicant.
- The applicant shall be required to meet the cost of the purchasing and installation of the (x) plaque, tree or furniture/item.
- (xi) The City shall reserve the right to remove the furniture/item at any time should it be considered necessary.

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#### **ROADSIDE MEMORIALS** 1.3

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.
- decal (adhesive label) with a white cross on a black background. C.

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.

#### BURIAL OR DISTRIBUTION OF ASHES 1.4

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.

#### DEFINITIONS 2.

"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

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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	

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#### 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:

- 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;

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- (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.

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#### 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@mainraods.wa.gov.au Website: www.mainroads.wa.gov.au

Support Groups:

Lifeline Counselling Service Phone: 13 11 14 Website: www.lifeline.com.au

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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 het 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.nealingheartsfoundation.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

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# 10.2 ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY - OUTCOMES OF ADVERTISING

Attachments:

- 1. Asset Management and Sustainability Strategy 🗓 🔛
  - 2. Asset Management Discussion Paper 🗓 🛣
  - 3. AMSS Consultation Summary Report 2021 😃 🔛

#### **RECOMMENDATION:**

That Council:

- 1. ENDORSES the Asset Management and Sustainability Strategy, included as Attachment 1;
- 2. NOTES:
  - 2.1 The submissions received during community engagement, and Administration's responses, included as Attachment 3.
  - 2.2 The adopted Asset Management and Sustainability 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 revised Asset Management and Sustainability Strategy (Attachment 1) and note the submissions received during the consultation period (Attachment 3).

# BACKGROUND:

The Asset Management and Sustainability Strategy (AMSS) provides detailed and technical guidance around the planning, management and provision of the City's assets. The Asset Management Discussion Paper (**Attachment 2**) was used to accompany the AMSS by highlighting the key points to inform community engagement. The information in the Asset Management Discussion Paper is the same information found in the AMSS and contains no new or additional information.

At the 15 December 2020 Ordinary Meeting, Council adopted the draft AMSS and draft Asset Management Discussion Paper for public comment. The City ran community engagement between 24 March and 30 May 2021 via the following methods:

- E-newsletter to business and community groups
- Dedicated project on a page on Imagine Vincent, providing opportunity to comment
- Notices at the City's Administration Centre and Library
- Notices on the City's website and social media posts
- Six pop-up engagement sessions
- Three Community Panel workshops

During the consultation period, the City held pop-up engagement sessions to invite the community to respond to the AMSS survey and discuss the draft AMSS.

Date & Time	Location
Saturday 17 April, 8am - 11am	North Perth Common, at the Native Plant Sale
Saturday 1 May, 11am - 12noon	Banks Reserve
Saturday 8 May, 10.30am - 12.30pm	Hawaiian's Mezz Shopping Centre
Monday 10 May, 10am - 11.30am	Beatty Park Leisure Centre
Tuesday 11 May, 11am	City of Vincent Library
Saturday 29 May, 10am	City of Vincent Administration Centre, at the engagement open day

The AMSS was also included in the City of Vincent Consultation Open Day held at the City of Vincent Administration Centre on 29 May 2021.

The consultation engagement events were followed by three Community Engagement Panel (Panel) workshops on the draft AMSS on 3 August, 18 August and 25 August 2021. The Panel was designed to include participants from across the City's demographic spectrum with 180 applicants invited to participate and 40 accepting the invitation. Element Advisory was appointed to facilitate the workshops.

# DETAILS:

Throughout the community consultation the City was able to engage a variety of community members to help shape the future of its major assets. The results of the online community consultation submissions are as follows:

- AMSS Survey participants 94 (including 16 from Panel members)\*
- Email submissions 5
- Total page visits 958
- Document downloads 188 AMSS and 85 of Asset Management Discussion Paper

\*In instances where the 16 Panel responses have significantly varied from the 78 public comment period (consultation) responses the data has been separated for analysis.

All submissions and Administration's responses has been included as **Attachment 3**. The submissions included a variety of feedback, both positive and negative.

The feedback on the AMSS was generally supportive with comments that included:

- Strong support for the proposed asset management strategy, encouraging Council to consider it a core functional responsibility to implement and support the strategy. 'It is through a good asset management strategy that the Council will continue to deliver satisfactory and sustainable assets and services'
- A positive way forward
- A sensible way forward
- Very well thought through

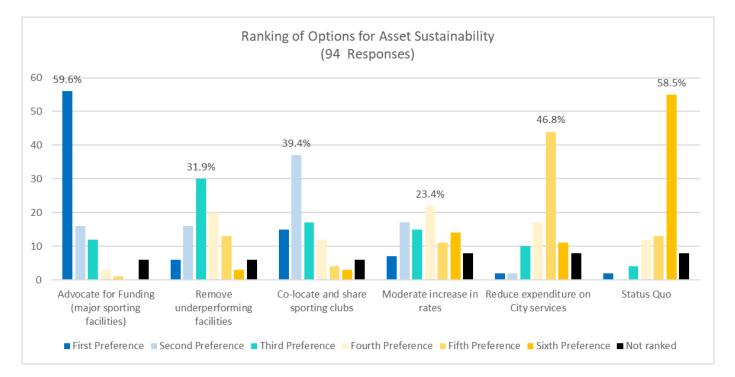
No comments received during the consultation period were unsupportive of the AMSS, although there were some concerns raised about the City prioritising asset management for its large-scale assets, like Beatty Park, over comparatively small-scale sport and recreation buildings.

# AMSS Survey

The AMSS survey asked participants to rank options for asset sustainability from preferred (first) to least preferred (sixth) from the following categories.

- Advocate for greater State and Federal government funding for the City's major sporting facilities
- Remove underperforming facilities
- Co-locate and share sporting club facilities
- Moderate increase in rates
- Reduce expenditure on City services
- Maintain status quo

The figures below provides a summary of the results received from the AMSS survey responses. More detailed data and analysis can be found in the AMSS Consultation Summary Report 2021 (see Part One No 1. 'Ranking of Options and Values' in **Attachment 3**).



# Little to no support for maintaining the status quo and strong support for advocating for State and Federal government funding for major sporting facilities

As shown in the figure above, the survey results demonstrate only limited acceptance for maintaining the status quo with 58.5% of overall responses ranking this option as their sixth preference - the least preferred option. In contrast, 59.6% of survey participants ranked advocating for State and Federal government funding for major sporting facilities as their most preferred option.

This suggests that the release of the draft AMSS and the Long Term Financial Plan has raised awareness about the potential risks in achieving asset sustainability if a status quo approach is maintained. It also demonstrates the importance of ongoing advocacy for funding support.

#### Strong to moderate support for co-location and sharing of sporting clubs

The overall results of the AMSS survey indicate moderate to strong support for the co-location of sporting clubs with 39.4% ranking this as their second preference in the survey. This highlights the importance of the City of Vincent Sport and Recreation Facilities Plan in development.

# Some support for removal of underperforming facilities

The majority overall, combined responses to the survey ranked this option as their third preference (31.9%).

The results from the AMSS survey consultation (in black) and the Panel responses (in blue) are summarised below with key trends identified. The table below shows the most votes for each category as a percentage to compare the consultation responses with Panel responses.

Survey rankings (Highest %) Community Panel	Advocate for Funding (major sporting facilities)	Remove underperforming facilities	Co-locate and share sporting clubs	Moderate increase in rates	Reduce expenditure on City services	Status Quo
First Preference	59%					
	62.5%					
Second Preference		37.5%	43.6% 18.8%	31.3%		
Third Preference		33.3%	18.8%	25%		
Fourth Preference			18.8%	25.6%		
Fifth Preference					43.6% 62.5%	
Sixth Preference						55.1% 75%

# Moderate support for increase in rates and removal of underperforming facilities strengthened after Panel workshops

As demonstrated in the table above, the most noticeable shift is in relation to the option to rank a 'moderate increase in rates'. The majority ranked this as their fourth preference in the consultation period. In contrast, most of the Panel participants rated this as second preference, followed by it being a third preference.

The Panel results showed a stronger support for the option to remove underperforming facilities, with 37.5% nominating this as their second preference (along with a moderate increase in rates at 31.3%).

### Limited support for reducing expenditure on City services

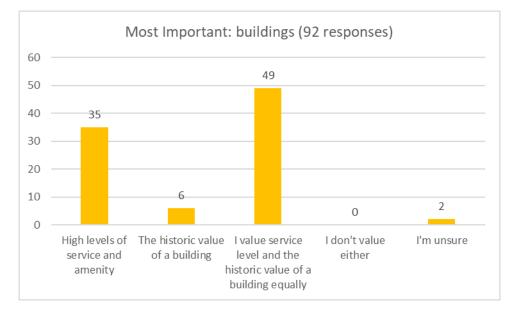
The overall, combined responses to the survey ranked this option as their fifth preference (46.8%), the second least preferred after maintaining the status quo. The limited support for this option was even more pronounced from the Panel with 62.5% ranking this fifth.

The Panel responses to the survey questions demonstrate the benefits of awareness-raising and workshopping the City's asset sustainability challenges with the community. For example, once large-scale asset management complexities were assessed at Workshop Two and rates modelling was provided at Workshop Three there was improved support for a rates rise and removal of underperforming facilities in the Panel's AMSS survey responses. Details of the Panel workshops are found in the AMSS Consultation Summary Report 2021 (see Part Three 'Community Panel Workshops' in **Attachment 3**).

The survey also asked participants to identify what's most important when it comes to buildings in Vincent. The survey question invited participants to identify what's most important from the following options:

- high levels of service and amenity
- historic value
- valuing service level and historic value equally
- unsure or don't value either

The overall, combined survey responses demonstrate that valuing service levels equally with historic value of a building was the most important in the rankings. When comparing the second and third responses to this question, there is a demonstrated preference for high levels of service and amenity over the historic value of a building.



Some of the other trends from the AMSS survey included:

• Beatty Park as a building with outstanding value with limited to no support for maintaining the Beatty Park grandstand Comments on the grandstand was that the existing stands 'prevent opportunity for expansion' 'should not be funded if it cannot be used', is a 'major financial drain', 'should be removed' or reduced in size because swimming competitions are now held at other venues in Perth. There was also concurrently a lot of votes for Beatty Park more broadly as an outstanding facility (33 votes which is equal highest with the City of Vincent Library).

- A breadth of survey comments on buildings within the City of Vincent's asset portfolio Support for maintenance of toilets in public parks was a key trend identified for buildings.
- High use and satisfaction with parks in Vincent with 83 out of 93 responses indicating that parks were used either daily (54) or weekly (29). Satisfaction levels indicated that a high number were 'very satisfied' or 'fairly satisfied' with parks. Hyde Park received comparatively high nominations as a park considered to have 'outstanding value' (30%).
- Most responders to the survey indicated that they never used playgrounds (35 out of 93). Of those who responded to satisfaction levels for playgrounds, Braithwaite Park received the highest vote as a playground with 'outstanding value' (40%).

# **AMSS Written Reponses**

Five written responses were received during consultation. They are summarised as follows:

- Two responses from individuals with asset management expertise. The submissions related to the AMSS specifically, providing analysis of the asset management objectives and deliverables of the AMSS, including suggestions for ways forward and recognition of good work.
- One submission was regarding the management of the Banks Reserve Pavilion.
- Two of the five submissions were from sporting clubs (Forrest Park Croquet Club and North Perth Tennis Club) and these submissions provided a response to the AMSS and also on specific asset management issues. One of the trends identified with the sporting club submissions was a concern that the City is not addressing asset management needs of smaller building assets because of a focus on the large-scale facilities such as Beatty Park and Leederville Oval.

# Modifications to AMSS and Asset Management Discussion Paper

There were a series of changes made to the AMSS as a result of the comments received, the key changes are in the table below.

are in the table below.	
Section & Officer	Proposed Change
Comments	
'Rationalisation for Asset	The rationalisation program of works will also be linked to the Sport and
Sustainability'	Recreation Facilities Plan currently underway (recommended in the POS
Proposed change to reflect	Strategy). The Plan will deliver a strategic direction for the City that will
contribution some sporting	better accommodate sporting club growth, recognise the valuable
clubs make to maintaining	contribution Clubs leasing buildings make to maintenance of the assets
assets in the City of Vincent.	<i>they use,</i> and improve community accessibility to public open space.
'Objectives' in AMSS	The AMSS has four key objectives to meet the City's asset
Proposed change to provide	sustainability goals:
simplified wording and a	<ul> <li>1. Having enough funds to keep our assets up-to-date;</li> </ul>
clear distinction between the	2. Keeping our historic assets safe for use;
aims of each objective.	• 3. <i>Future p</i> lanning for <i>sustainable</i> assets; and
	4. Making sure our assets meet current and emerging community needs.
'What assets do we own?'	Leasing City of Vincent Assets
	The City of Vincent has a number of assets that it leases. These
Additional sub-section	arrangements range from longer-term leases (VenuesWest for
inserted to recognise leasing	management of HBF Park) with the organisation responsible for
arrangements (including	operational maintenance of the asset, to more standard commercial
asset management	tenancies (10 year leases with 5+ leasing options). The Property
responsibilities for large	Management Framework that was adopted by Council in November 2020,
assets)	was implemented to ensure that City owned properties that are leased or
	licenced are managed in a consistent, fair and transparent manner. The
	Framework provides an equitable methodology for calculating lease and
	licence charges for Category One and Two properties. Category Three
	and Four properties that are large organisations, government and
	commercial leases and licences are by negotiation.
'Vision and Objectives' in AMSS	Asset management is a continuous process, covering the full life of
AIVISS	an asset. The following are the main ways an asset is managed:
Proposed change to better	Operate and Maintain (including inspect, operate, maintain,
explain key activities in	service the asset)
asset management	Dispose (including demolish, sell, remove, mothball an asset)
assermanagement	Renew (including rehabilitate, resurface, refurbish the asset)

Section & Officer Comments	Proposed Change
	<ul> <li>Replace</li> <li>Upgrade/expand</li> <li>New (create an asset); and</li> <li>Acquire an asset.</li> </ul>
'Vision and Objectives' in AMSS Proposed change to clarify	The City of Vincent has a growing population. Along with a changing demographic profile, this will influence demand on current and future assets. For example, the City's <i>senior residents</i> may require different facilities than <i>its young people</i> , families <i>or</i> couples <i>without dependents</i> .
the context of the statement.	racinites that his young people, families of couples without dependents.
'What is asset management?' in Asset Management Discussion Paper	What is asset management? Asset management generally involves the day-to-day operation and maintenance of assets. <i>Assets can also be managed in the following</i> <i>ways:</i>
Proposed change to better explain key activities in asset management	<ul> <li>Dispose (including demolish, sell, remove, mothball an asset)</li> <li>Renew (including rehabilitate, resurface, refurbish the asset)</li> <li>Replace</li> <li>Upgrade/expand</li> <li>New (create an asset); and</li> <li>Acquire an asset.</li> <li>Asset management is the process of balancing the needs of the community, with financial and environmental responsibilities throughout the lifetime of the asset.</li> </ul>

# CONSULTATION/ADVERTISING:

No further consultation on the AMSS as a whole is required. The actions proposed in the implementation section of the AMSS will each be advertised as necessary.

### LEGAL/POLICY:

During the 2019-2020 audit the Office of the Auditor General (OAG) noted the adverse trend for the past three years in the asset sustainability ratios when considering the basic standard set by Department of Local Government, Sport and Cultural Industries of between 0.9 to 1.1. In 2020 the adopted 2020/21-2029/30 Long Term Financial Plan which reflects that the projected asset sustainability ratio will reach the benchmark ratio by 2024/25. During budget setting, Council has focused its attention on ensuring capital spend is biased toward renewal instead of new expenditure. Noting that the sustainability ratio has been recently re-stated as part of adjustments regarding accounting treatment for HBF Stadium, the unaudited draft financial ratio now stands at 0.36 in 2019 and 0.52 as of 30 June 2021 – demonstrating an improved ratio for the City. The updated, audited sustainability ratio will be confirmed in the next Long Term Financial Plan. Additionally, the City has implemented the following initiatives in 2021:

- Budget prioritisation for capital projects for renewal instead of new
- Prepared a 4-year capital works program 2020/21-2023/24

The AMSS is part of the Integrated Planning and Reporting Framework as recommended in the Department of Local Government Sports and Cultural Industries Integrated Planning and Reporting: Asset Management Guidelines (September 2016).

### RISK MANAGEMENT IMPLICATIONS

Low: There is a moderate increased public safety risk and increased risk of community concern regarding an extended period of underinvestment in maintaining the City's assets which has resulted in a downward trend in the City's Asset Sustainability Ratio.

#### 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. We have minimised our impact on the environment.

#### Accessible City

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

#### Connected Community

Our community facilities and spaces are well known and well used. We are an inclusive, accessible and equitable City for all.

#### Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

#### Sensitive Design

Our built form character and heritage is protected and enhanced.

#### Innovative and Accountable

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

The Innovative and Accountable Priority of the City's Strategic Community Plan 2018-2028 (SCP) identifies the need to ensure that the City's resources and assets are planned and managed in an efficient and sustainable manner. The purpose of the AMSS is to provide a strategic framework that guides the:

- planning, management and provision of assets
- renewal and investment in assets
- utilisation and rationalisation of assets
- best use of resources for the benefit of current and future generations

The City of Vincent's challenge is that asset renewal demand currently exceeds the City's ability to fully fund asset renewal investment. To meet this challenge, the City must strike the balance between maintaining its current portfolio and scale of ageing assets while meeting the needs of a growing and diverse community and a changing environment. This needs to happen within our means and be financially sustainable in the long term.

#### 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 Sustainable Transport

#### 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

Reduced injuries and a safer community

# FINANCIAL/BUDGET IMPLICATIONS:

The total cost of the standalone project items included in the Implementation Plan is \$187,000. If adopted, the actions within the AMSS Implementation Plan will be further detailed and included in the City's annual budget and Long Term Financial Plan.



#### Acknowledgment of Country

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

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.

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City of Vincent	Asset Management & Sustainability Strategy 2020-2030
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#### Asset Management & Sustainability Strategy 2020-2030

#### OVERVIEW

#### <u>Purpose</u>

The purpose of the City of Vincent Asset Management and Sustainability Strategy (AMSS) is to provide a strategic framework that guides the:

- planning, management and provision of assets;
- renewal and investment in assets;
- utilisation and rationalisation of assets; and
- best use of resources for the benefit of current and future generations.

#### The Challenge

The City of Vincent's challenge is that asset renewal demand currently exceeds the City's ability to fully resource asset renewal investment.

To meet this challenge, the City must strike the balance between maintaining our current portfolio and scale of ageing assets whilst meeting the needs of a growing and diverse community and a changing environment. This needs to happen within our means and be financially sustainable in the long term. The AMSS is designed to set out our challenges, identify objectives and assist in mapping out the opportunities for better asset management for a sustainable future in consultation with the Vincent community.

#### The AMSS Vision

'Our assets and facilities are cared for and well utilised, meet the needs of our growing and diverse community and respond to a changing environment in a planned and financially sustainable way.'

#### Objectives

The AMSS has four key objectives to meet the City's asset sustainability goals:

- 1. Having enough funds to keep our assets up-to-date;
- 2. Keeping our historic assets safe for use;
- 3. Future planning for sustainable assets; and
- 4. Making sure our assets meet current and emerging community needs.

The AMSS is intended to guide the management of the City's asset portfolio over the next ten years with regular review of progress of the Implementation Plan.

Asset Management & Sustainability Strategy 2020-2030

#### VISION AND OBJECTIVES

Asset management is a continuous process, covering the full life of an asset.

The following are the main ways an asset is managed:

- Operate and maintain (including inspect, operate, maintain, service the asset)
- Dispose (including demolish, sell, remove, mothball an asset)
- · Renew (including rehabilitate, resurface and refurbish an asset)
- Replace
- Upgrade/expand
- New (create an asset); and
- Acquire an asset.

Underpinning the activities associated with asset management is the identification of key risks that affect asset management processes and the City's capacity to deliver on the community's level of service. The City has identified key risks associated with providing the required levels of service and the inability to complete all identified activities and projects. The risks include financial liability and community dissatisfaction.

Through the AMSS and Asset Management Plans (AMPs) the City will endeavour to manage these risks within available funding, resourcing and infrastructure risk management processes. The AMSS has been developed with the following components to ensure it achieves the desired policy outcomes and effective corporate governance:

- Define major asset classes;
- Plan for levels of service;
- Link to the Long Term Financial Plan and the Workforce Plan; and
- Set governance and management arrangements.

#### Vision

The Strategic Community Plan 2018-2028 (SCP) articulates the community's vision and aspirations for the future. The residential population is growing and this brings new challenges and opportunities that impact on current assets and future asset demand. The following outcome under the SCP Innovative and Accountable Priority establishes the vision of the AMSS.



'Our assets and facilities are cared for and well utilised, meet the needs of our growing and diverse community and respond to a changing environment in a planned and financially sustainable way.'

(AMSS Vision)

To achieve the outcomes of the Innovative and Accountable priority the City of Vincent will continue 'to be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously' (SCP pg.25).

#### **Objectives**

The City has developed four key objectives to meet the City's asset sustainability goals.

#### 1. Having enough funds to keep our assets up-to-date

An asset sustainability ratio indicates whether assets are being kept up-todate, or if they are generally degrading over time.

According to the Department of Local Government and Communities Asset Management Guidelines (2016), an asset sustainability ratio of less than 90% indicates that the local government may be underinvesting in renewal and replacement of its asset base. The asset sustainability ratio for the City in 2018/19 was 33%, equating to an asset renewal gap in a single year of approximately \$7.5 M. This is well below the established benchmark of 90%. An overriding principle of the AMSS is renew over new so that the City will be in a better position to manage risks within available funding.

The Long Term Financial Plan 2020/21-2029/30 (LTFP) has also set long-term targets to address the asset renewal gap (see Targets).

#### Asset Management & Sustainability Strategy 2020-2030

#### 2. Keeping our historical assets safe for use

The City's asset portfolio includes a number of long-lived assets that are getting older and more expensive to maintain. The significant aged condition of some of the City's assets are in urgent need of attention to keep them safe for users. If they are not maintained to appropriate levels, there may be several consequences including user safety.

The City has committed some major renewal funding to long-lived assets like Beatty Park Leisure Centre, but long-term funding to keep these assets safe to use remains a major challenge. Part of the deliverables detailed in the AMSS Implementation Plan will be advocating to federal and State governments to provide support for the City's assets as well as sourcing other alternative funding contributions.

#### 3. Future planning for sustainable assets

The City of Vincent has several master plans and development plans that are proposed to be implemented over the course of the AMSS (ten years). Historically, the actions within these master plans and development plans have been prioritised and budgeted on an annual basis. Moving forward, the lifecycle costs of priority projects will be included in the City's long-term financial planning.

Lifecycle costs includes the cycle of activities that an asset goes through for the life of that asset. To keep the asset performing at an appropriate level,

adequate funding needs to be set aside to maintain that asset each year for the life of that asset.

The AMSS requires that all new major capital works projects include lifecycle costs in its detailed costing estimates. Only then will they be considered for endorsement.

A key action item in the AMSS is an Asset Prioritisation Plan that will provide important data to inform asset management decisions for new major capital works projects. The Asset Prioritisation Plan in the AMSS will speak to an asset hierarchy based on a matrix of measurements that includes utilisation, fit-for-purpose considerations and community values.

# 4. Making sure our assets meet current and emerging community needs

The City of Vincent has a growing population. Along with a changing demographic profile, this will influence demand on current and future assets. For example, the City's senior residents may require different facilities than its young people, families or couples without dependents.

#### Asset Management & Sustainability Strategy 2020-2030

The Implementation Plan in the AMSS will define levels of service for the asset portfolio and establish a community focus group to discuss asset management issues. This will help keep levels of service and participatory asset discussions as key principles of asset management going forward.

The City of Vincent will also adopt a continuous improvement approach with an updated Asset Management Framework. There will be a focus on establishing and nurturing a 'whole-of-organisation' culture for best practice in asset management. To achieve this outcome, the City will continually improve the quality of data that informs asset management decision-making and ensure that the community remains informed on the status of the City's assets.

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Asset Management & Sustainability Strategy 2020-2030

#### INTEGRATED PLANNING AND REPORTING FRAMEWORK

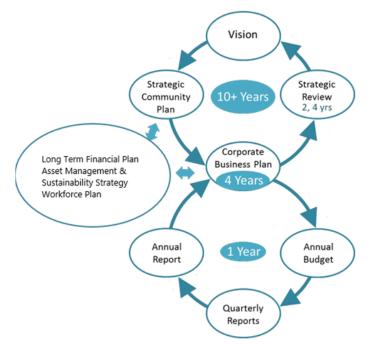
*The Local Government Act 1995* requires every local government to 'plan for the future'. The AMSS is an important piece of future planning that is influenced by, and will feed into, the Corporate Business Plan 2020/2021-2023/2024 (CBP) and SCP to form part of the City's Integrated Planning and Reporting Framework (IPRF). The CBP and SCP are significant guiding documents for planning, budgeting, resource allocation and service delivery within the City, over the next decade.

The CBP identifies the development of the AMSS to 'develop a financially sustainable strategic approach to City Assets' (CBP No.24) as part of the Innovative and Accountable priority in the SCP.

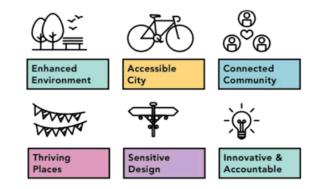
The AMSS is informed by the City of Vincent Asset Management Policy (2009) and Asset Management Strategy 2010- 2020. The AMSS also feeds into the Asset Management Plans (Buildings, Transport and Recreation/Parks).

The effective management of the City's assets is crucial to the sustainable delivery of services that meet the current and future needs of the community. The alignment of the AMSS with the IPRF will ensure that asset management is established as part of the City's integrated planning.

#### Figure 1 IPRF Cycle (adapted from LTFP 2020/21-2029/30)



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The vision of the AMSS is underpinned by six SCP priorities that are set out as Guiding Principles. The relationship between the Guiding Principles and the outcomes the AMSS will deliver is also highlighted. Asset Management & Sustainability Strategy 2020-2030

Guiding Principle	Application to AMSS
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.	Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.
Thriving Places	Out come Our physical assets are efficiently and effectively managed.
Guiding Principle	Application to AMSS
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.	We will continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced. We will develop and implement an Asset Management Framework.
-``@	Outcome
Innovative & Accountable	Our assets and financial resources are responsibly managed. We use innovative thinking to capitalise on our assets by lowering costs and generating income.
	We are transparent with the community about our asset sustainability challenges and the importance of participatory asset discussions.

Guiding Principle	Application to AMSS
We want to be a leader in making it	We have better integrated modes of
safe, easy, environmentally friendly and	transport and increased services
enjoyable to get around Vincent.	through the City; and
Accessible City	Our pedestrian and cycle networks are well designed, connected, accessible and encourage increased use.
	Outcome
	The City's transport network is designed and maintained in the most cost effective manner to provide a safe and connected City for all users.
Guiding Principle	Application to AMSS
We are a diverse, welcoming and	We strive to integrate accessibility,
engaged community. We want to	diversity and inclusion into our
celebrate what makes us unique and	operations and service delivery to meet
connect with those around us to	the needs of everyone in our
enhance our quality of life.	community.
© © Connected Community	Our community facilities and spaces are well known and well used.
community	
	Our asset portfolio is diverse and provides opportunities for the City's community members to build relationships and connections with each other and the City.

Asset Management & Sustainability Strategy 2020-2030

Guiding Principle	Application to AMSS
The natural environment contributes greatly to our inner-city community. We want to protect and enhance it,	Our strategies enable investment in our parks and reserves;
making best use of our natural resources for the benefit of current and future generations.	We increase access to green space in high priority areas; and
	We promote and implement initiatives to reduce non-renewable energy use and increase the use of renewable energy.
Environment	Outcome
	Our parks and reserves are maintained, enhanced and well utilised. We have minimised our impact on the environment.
Guiding Principle	Application to AMSS
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	Our built form character and heritage is protected and enhanced.
specific local circumstances.	Outcome
Sensitive Design	Our built form is in line with our growing and changing community.

Asset Management feeds into many of the City's existing projects and programs and the objectives of the AMSS will influence new and revised strategic planning documents, as well as other development projects, to

assist in achieving best practice outcomes for asset management in the City. The core strategic documents linked to the AMSS are detailed in the table below.

Strategic Community Plan 2018-2028	The SCP is Vincent's most significant guiding document. The SCP drives planning, budgeting and resource allocation and service delivery over the next decade. The vision set out in the SCP is that '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!'
Corporate Business Plan 2020/2021- 2023/2024	The CBP aligns Vincent's functions to Council's six key priorities outlined in the SCP. It is a four year delivery plan, giving effect to four years of the 10 year SCP. The AMSS is identified as one of the City's strategic projects within the CBP, showing its significance and priority in the future planning in the City.
Long Term Financial Plan 2020/21-2029/30	The LTFP is an important planning tool to demonstrate the alignment between the City's organisational capacity and Council's strategic aspirations developed in conjunction with the community. The plan considers the impact of a range of financial strategies on the City of Vincent's economic environment over a ten-year horizon.
Public Open Space Strategy 2018	The purpose of Vincent's Public Open Space Strategy is to provide a strategic framework that guides the management, provision, use of and investment in parks, reserves and other open spaces.
Local Planning Strategy and Local	The Local Planning Strategy is the principal document for outlining and communicating the future land use planning for Vincent. The Local Planning Scheme

Asset Management & Sustainability Strategy 2020-2030

Diamata a Calcura Ma	and the transformer of the second stands and the second seco	
Planning Scheme No.	controls the types of uses and development allowed in	
2	different zones.	
Sustainable	The objectives of the CBP to provide a sustainable green	
Environment Strategy	environment for the community is implemented through	
2019-2024	the Sustainable Environment Strategy. This is the	
	roadmap for delivering a sustainable natural and built	
	environment for the community.	
Accessible City	The ACS sets a vision and priorities for transport strategy,	
Strategy 2020-2030	policy and infrastructure, with a specific focus on the	
	needs of land use and activity across the City.	
Disability Access and	The Western Australian Disability Services Act 1993	
Inclusion Plan 2017-	(amended 2004) requires all State and Local Government	
2022	Authorities to implement a Disability Access and	
	Inclusion Plan (DAIP) to ensure that people with disability	
	have equity of access and inclusion to services, facilities,	
	functions and information. This DAIP sets out details on	
	the issues affecting people with disability and guides the	
	City on how to manage its assets to ensure that	
	equitable access is available to everyone.	
Workforce Plan 2020-	Informed by the SCP and CBP, the Workforce Plan aims	
2021	to support the City of Vincent in achieving the skilled,	
2021	flexible and diverse workforce it needs to deliver value	
Canital Marka	for money services.	
Capital Works	A four year program to ensure the City's existing	
Program 2020/21-	infrastructure is sufficiently maintained and renewed to	
2023/24	support existing programs and services and anticipates	
-	emerging needs within the community.	
Property Management	A framework for City-owned properties that provides a	
Framework (2020)	classification for leases and licences, along with an	
	equitable methodology for calculating annual lease and	
	licence fees.	

Asset Management & Sustainability Strategy 2020-2030

#### VINCENT CONTEXT

The City of Vincent is located three kilometres from Perth and is the custodian for an extensive range of community assets. The City, a comparatively smaller metropolitan local government covering an area of 11.4 square kilometres, has a number of long-lived assets that represents significant investment over time. For example, in 1962 the pool on the Beatty Park site was constructed for the Commonwealth Games before being opened to the public. In 1993-4 the State of Western Australia vested Beatty Park Leisure Centre with the newly formed Town of Vincent. There were substantial upgrades (\$5.3m) during this time and a further \$17.5m in upgrades that was undertaken by the City of Vincent in 2011-2013. In the 2020/21 financial year, the City has committed a further \$2.9m for major renewal of the indoor swimming pool and other components.

The City has a higher proportion of working aged adults (15 years and over) than the State average with the majority aged 20-34 years. In 2016, it was identified that 81% of the City's resident workers were employed outside of Vincent. This means that the provision of reliable transport assets, such as roads and cycling paths, is critical. In the City, couples with no children represents 48% of the population which is higher than the state average. The City's assets provide crucial services to this cohort through the provision of night time and weekend sport and leisure activities in facilities including the Loftus Community and Recreation Centre and Beatty Park Leisure Centre. The provision of well-maintained assets such as community halls and parks is an important way for the City's diverse demographic groups to remain connected with their local communities.

#### KEY STATISTICS

#### Figure 2 Placeholder: graphic of the following stats

Within the City of Vincent we have the following assets:

Six major regional leisure and sporting facilities

- Beatty Park Leisure Centre
- Leederville Oval
- Litis Stadium
- Perth Oval (HBF Park)\*
- Dorrien Gardens\*
- Loftus Community and Recreation Centre

(\*currently leased).

- 21 Operational and heritage buildings
- 8 community halls and pavilions
- 106.4 ha of parks and gardens including two regional public open space assets: Hyde Park and Britannia Reserve.
- 46 playgrounds
- 144kms of road,
- 260kms of shared paths
- 27 carparks
- 94 bus shelters
- 68 tennis courts
- One Bowling Club
- One Croquet Club

Asset Management & Sustainability Strategy 2020-2030

- One Bocce Rink Club
- One Volleyball Inner City Beach Centre
- Two Skate Parks
- One Administration Building , Leederville
- One City of Vincent Library and Local History Building, Leederville
- One City of Vincent Depot, Osborne Park (not in City of Vincent)

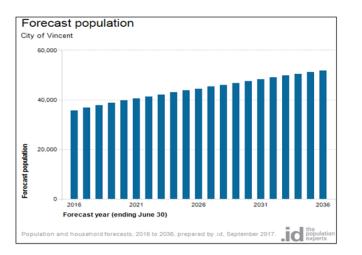
#### Population Forecasting

The City of Vincent's population has steadily increased and developed into a rich melting pot of cultures, which has contributed to its unique diversity. The City is committed to ensuring that its community facilities and spaces are well known and will adapt to the needs of a growing population and changing demographic profile.

According to the ABS (2018) The Estimated Resident Population (ERP) for the City of Vincent is 36,088. The estimated population provided by *id.forecast* is 37,812 (a discrepancy of 1,724).

#### POPULATION GROWTH

The City's forecast population data compiled by *id.forecast* covers the period 2016 to 2036 and was last updated in 2017. The forecast anticipates an average annual growth of 2.61% between 2016 and 2021, moderating to 1.88% to 2026, 1.65% to 2031 and 1.40% to 2036.



It is noted here that the above Forecast Population graph reflects a 2018 estimate of 37,812 provided by id.forecast (as per discrepancy with ERP previously noted).

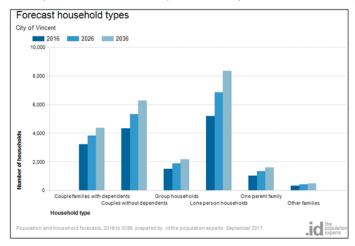
#### DEMOGRAPHIC FORECASTING

Changes in the demographic profile will have an impact on how the City manages its assets and ensures that they are appropriately maintained and well-used. For example, a small number of the City's historical facilities do not have female change-rooms and this needs to be addressed to reflect current community needs. Below is the *id.forecast* relating to the City's demographic profile.

	2016 Actual	2030 Forecast
Median Age Band	30 - 34 years	30 - 34 years
Gender – Male	51.2%	51.0%
Gender - Female	48.8%	49.0%
Average Household Size	2.23	2.21

#### Source: Forecast.id 2017

A forecast of households types, shows a significant increase in lone person households by 2036 (a change of +3,517) and a moderate increase in couples with dependents (+1,156) and couples without dependents as well (+1,929).



Ensuring that levels of service meet the future population growth and changing demographic profile is essential for meeting SCP deliverables and is featured in the AMSS Implementation Plan (Action Item No. 2). Asset Management & Sustainability Strategy 2020-2030

#### Transport Network

The City aims to ensure that transport networks are well-maintained and appropriate for the needs of the community. Approximately 15% of the City's residents travel to work using active modes of transport that include walking and cycling. There are approximately 18% of residents who use public transport (buses and trains) to travel to work and about 67% are in cars.

The City of Vincent road network exists as both a regional distributor network, with a large amount of through regional traffic connecting neighbourhoods, and a local connector servicing residents, town centres and mixed-use areas. As the City is expected to grow in population (see above) the corresponding car ownership levels will place an unstable load on the road network in the long run. Ensuring the City manages its transport assets becomes a critical part of future planning for asset sustainability.

Parking demand varies considerably across the City's five town centres with Leederville generating a substantial proportion of the overall requirement for parking. However, this needs to be considered in the context of Leederville being the largest town centre.

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; and
- 500 on-street spaces are subject to some form of residential permit (either as a restriction or an exemption).

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Due to the concentration of existing development in the City, there is less opportunity to create a large, communal public car park. As such, pent-up demand can spill over into the surrounding on-street parking. High-quality parking management has the ability to influence a reduction in private vehicle trip generation. Through the Accessible City Strategy 2020-2030, the City aims to create a more sustainable land-use and transport environment. This has many positive flow-on affects that will help with asset sustainability. For example, the City has an obligation to maintain the road network to an appropriate standard and endeavours to undertake regular condition assessments of the entire network and carries out regular maintenance programs.

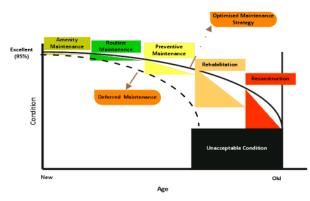
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# ROAD PRESERVATION AND RENEWAL

# The City has 144 kms of roads including District Distributor A Roads that carry in excess of 25,000 vehicles per day.

The District Distributor A roads in the City of Vincent, such as Loftus and London Streets, carry in excess of 25,000 vehicles per day. There are also Access Roads (residential streets) that carry fewer than 200 vehicles per day and everything in between.

As would be expected the road surface on arterial roads deteriorates faster than the low volume residential streets. The road condition data is used to determine the annual road resurfacing program.



#### Why do we have a resurfacing program?

It costs, on average, three times as much to reconstruct a road than it does to resurface it. The City strives to intervene at the optimum time, the point at which preventive maintenance becomes cost prohibitive and before surface failure requires reconstruction.



A recently resurfaced road (Angove Street - District Distributor B)

By resurfacing at the optimum time the road will not have to be resurfaced for another 18/20 years for District Distributor A to 25+ years for a low volume Access Road.

An example of longitudinal reflective cracking (Coronation Street – Access Rd)



An interim crack sealing, or preventative maintenance, to extend the life of the asset (Fleet St – Access Road)



#### Where are we now?

The City is the custodian of a significant number of assets including infrastructure assets (e.g. 144kms of road), buildings, furniture, plant, equipment and land. Currently, the City has responsibility for planning the maintenance, renewal, upgrade, retirement and eventual replacement of the following assets (approximate estimates as of 30 June 2020).

Category	Value (approx.)
Transport Assets	\$167M
(roads, paths, drainage network, car	
parks)	
Building Assets	\$160M
(Community Buildings and Facilities)	
Recreation/Parks Assets	\$23M
(Parks and Reserves only)	
Plant and Equipment	\$5M
Land Assets	\$128M
LTFP 2020/21-2029/30 (2020)	

LTFP 2020/21-2029/30 (2020)

In recent years, the City has focused on delivering a range of new and upgraded facilities that have expanded and improved the public realm. However, asset renewal has not delivered on the levels required to ensure assets can be used to appropriate capacity into the future. Ensuring that the City makes up for the recent asset renewal gap has informed the key objectives of LTFP and the AMSS.

#### Asset Management & Sustainability Strategy 2020-2030

Two major capital projects have been identified as having known service performance deficiencies in the Asset Management Plan for Buildings. Addressing these deficiencies has been prioritised by the City of Vincent with detailed and targeted development plans currently underway.

Location	Major Service Deficiency
Leederville Oval	Poor condition grandstand and associated infrastructure
Beatty Park Leisure Centre	Poor condition of grandstand and associated infrastructure

Source: City of Vincent AMP Buildings 2019

Further to this, funding models and timelines of several master plans and development plans will be based on identifying priorities through:

- the projections of the LTFP;
- the detailed Asset Management Plans (Buildings and Recreation);
- the planned Asset Prioritisation Plan and the Sports and Recreation Facilities Plan; and
- Detailed cost estimates for all new substantial capital works projects.

There will also be a focus on sourcing alternative funding contributions.

The impact of the COVID-19 pandemic is also a key consideration for appropriately managing the City's assets into the long-term. The 2020/21 Annual Budget for the City of Vincent was developed on the assumption that the COVID-19 pandemic has greatly impacted on the total operating revenue for the City. Whilst the easing of restrictions has come earlier than originally

anticipated, the speed of recovery is still uncertain and the impact on the economy will be long-lasting. In a local context, this means that, for facilities such as Beatty Park Leisure Centre, there is an expectation of a lag between operating expenditure returning to normal and revenue achieving pre COVID-19 levels.

# ASSET CLASS

Asset classes usually include different but similar categories of asset. The following major asset classes discussed in the AMSS are outlined in the following table and are drawn from the three AMP asset classes (Transport, Recreation/Parks and Buildings). It is noted here that the AMP asset classes that are the focus of the AMSS, are inconsistent with some general financial reporting conducted by the City of Vincent and discussed in the LTFP. For example, the AMP includes parks within a 'Recreation' asset class. The LTFP, however, generally includes parks and reserves within its 'Infrastructure' asset class (see pg.6 of the LTFP) with the exception of its asset renewal demand and depreciation data that is based on a review of the AMPs (pg.14 of the LTFP). Ensuring consistent use of asset classes across the organisation is identified as a critical issue in the gap analysis and will be addressed as a high priority action item in the Implementation Plan.

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Asset Class	Description
Transport	Roads, Paths, Bus Shelters, Bridges, Drainage, Car Parks
Recreation/Parks	Softscape, Hardscape, Structures, Furniture, Electrical &
	Lighting Equipment, Irrigation & Water
Buildings	Operational and Heritage Buildings, Halls and
	Pavilions, Ablutions and Club Rooms

Source: City of Vincent AMP Buildings 2019

The asset classes are recorded in the City's asset register and reviewed through the application of risk-based decision making. The detailed tasks required for ongoing management of these major assets are found in the three associated AMPs.

# LEVELS OF SERVICE

Levels of service are a key mechanism for managing asset management demand and costs. Therefore, it is important to regularly reassess the level of service to be provided by the asset portfolio. A level of service is the defined service quality for a particular activity (i.e. road maintenance) or service area (i.e. street lighting) against which service performance can be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental considerations, acceptability and cost (2015 IIIMM). A key element for determining customer levels of service is to understand who the stakeholders of assets are, what values they place on those assets and what they want to achieve from them. In the City of Vincent, community stakeholder's values and objectives are service-based. Therefore, the need to

identify and consider these values is an important part of determining levels of service. The service needs and aspirations of the community are the primary drivers for good asset management, which seeks to achieve the best possible value for ratepayers and communities. Seeking community feedback on levels of service for the City of Vincent is a key part of the Implementation Plan (Action Item No.2 and No.6).

Supporting the customer service levels are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that best achieve the desired customer outcomes and demonstrate effective performance. It is the responsibility of the City's Administration to identify customer and technical levels of service and model the quality and cost standards for each asset class and the entire asset portfolio based on these levels of service.

Along with the main demands for new services, created by a population increase and change in population demographic, the City's demand management practices will involve public consultation and measurement of current service levels. Currently, the City's funding levels are insufficient to continue to provide existing services at present levels in the medium term. The main service consequences are:

- · Loss of accessibility to properties and places;
- Inadequate capacity; and
- Assets that are not fit-for-purpose.

Asset Management & Sustainability Strategy 2020-2030

To mitigate these risks, the City will continue to account for how its assets are performing. Through the continuous monitoring of service levels, the City will be better positioned to address any service deficiencies that arise through the activities of its operational and rationalisation program of works.

#### ASSET MANAGEMENT INFORMATION SYSTEMS

Asset management information systems are a combination of process, data and software applied to provide essential outputs for effective asset management. Below are the systems the City currently uses.

System	Description
Civica	Used to store the City's critical financial data to inform the
(Authority)	City's asset management and associated reporting.
Intramaps	Used to record the City's locations and the condition of
	assets using GIS mapping capability in the system.
Excel	Used for the City's Asset Register.

As discussed in the Gap Analysis, there is a commitment to improving the use of the City's current systems which will include utilising the assessment management software available through Civica (Authority). Migrating existing infrastructure data to appropriate asset management software such as *AssetFinda* will also be explored as part of the Implementation Plan.

#### What assets do we own?

The Buildings (property infrastructure) assets are used to provide a range of services to the community and are detailed here in relation to quantity and replacement value. The following is noted:

- The AMP (Buildings) report states that 'until the future direction of Beatty Park is decided the capital expenditure that will be required has been excluded from this iteration of the plan' (section 1.3).
- The AMP data provided by Talis consultants was last revised in 2019. AMPs are revised regularly with the next revision scheduled for 2021.

The City's Building, Transport and Recreation/Parks assets form the majority of the City's asset portfolio (around 72% in costs) and are therefore the main focus of the AMSS.

Category	Quantity	Replacement Value
Operational & Heritage Buildings	21	\$103,754,200
Halls & Pavilions	10	\$10,045,200
Ablutions & Clubrooms	17	\$3,340,000
Lease Buildings	33	\$34,903,600
	Total	\$152,043,000

Source: City of Vincent AMP Buildings 2019



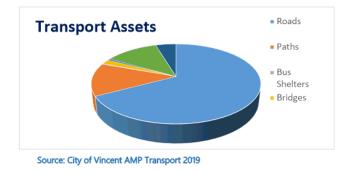
Asset Management & Sustainability Strategy 2020-2030

Source: City of Vincent AMP Buildings 2019

The Transport (infrastructure assets) provide important transportation services to the community and are detailed below in terms of dimensions and replacement value.

Asset Category	Dimension	Replacement Value
Roads	144km	\$152,460,432
Paths	260km	\$30,080,951
Bus Shelters	94	\$630,000
Bridges	3	\$4,207,710
Drainage Pits	2,585	\$1,423,110
Drainage Pipes	105,310m	\$27,479,548
Car Parks	27	\$10,472,800
	Total	\$226,754,551

Source: City of Vincent AMP Transport 2019

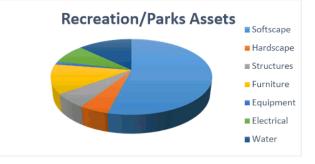


The Assets covered by the Asset Management Plan (Recreation/Parks) includes:

Asset Category	Replacement Value
Softscape	\$14,316,667
Hardscape	\$1,300,956
Structures	\$1,591,705
Furniture	\$3,350,251
Electrical & Lighting	\$352,197
Equipment	\$2,193,101
Irrigation & Water	\$3,427,270
Total	\$26,532,146

Source: City of Vincent AMP Recreation 2019





Source: City of Vincent AMP Recreation 2019

Along with the three AMPs, there is also an established replacement schedule for assets in the 'Plant and Equipment' asset class.

A	ssets Covered in	n the AMSS			
Buildings	Transpo	ort	Recreation		
Operational & Heritage Buildings Halls Pavilions Ablutions Club Rooms	Roads Paths Bus Shelters Bri Drainage Car Parks		Softscape Hardscape Structures Furniture Electrical & Lighting Equipment Irrigation Water		
Major Plant Minor Plant Furniture & Equipment	Waste management infrastructure	ICT equipment	Freehold land Land vested in and under the control of Council		
Plant & Equipment	Waste	ICT	Land		

Detailed ICT and updated Plant and Equipment asset management plans will be scheduled as part of the Implementation Plan in the AMSS, noting that the management principles for these categories differ from traditional community assets, such as buildings, roads, bridges, drainage, parks and paths. Asset Management & Sustainability Strategy 2020-2030

City land assets are excluded from the AMSS. The City has an internal register of City land with sale and development potential and Council will consider the potential sale of lots on an ongoing basis. Administration is progressing with the sale of a number of these lots.

#### Leasing City of Vincent Assets

The City of Vincent has a number of assets that it leases. These arrangements range from longer-term leases (VenuesWest for management of HBF Park) with the organisation responsible for operational maintenance of the asset, to more standard commercial tenancies (10 year leases with 5+ leasing options). The Property Management Framework that was adopted by Council in November 2020, was implemented to ensure that City owned properties that are leased or licenced are managed in a consistent, fair and transparent manner. The Framework provides an equitable methodology for calculating lease and licence charges for Category One and Two properties. Category Three and Four properties that are large organisations, government and commercial leases and licences are by negotiation.

Recreation/Parks assets contribute greatly to the City's inner-city community. Through the POS Strategy and other initiatives, the City is prioritising the creation and enhancement of the natural environment.

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# Braithwaite Park Nature Play Playground - built around the philosophy of nature based elements

The City of Vincent provides 46 playgrounds, with many being the fixed, 'off the shelf', primary coloured metal variety that were ubiquitous in local government parks in the 1990s. More recently, the City has invested in nature play areas at Braithwaite Park and Banks Reserve, which are more contemporary and challenging for a range of ages.

The City of Vincent's Public Open Space Strategy has also identified a gap in youth facilities, such as skate and active zones and more challenging play structures.

Based on population growth, changing demographics and community expectations, we will need to change our playground offering through significant capital investment over the next few years.





#### Asset Management & Sustainability Strategy 2020-2030

#### How are our assets performing?

Assets need to be managed in a way that ensures they do not deteriorate to a point where they are in danger of no longer being able to provide the minimum required level of service.

Asset condition reflects the proportion of service years remaining for an asset. For example, if an asphalt footpath with a life of 25 years is considered very poor, it will have a condition rating of 5 meaning there is between 0 and 5 years of service remaining, in which time it should be considered for full replacement.

Condition Grading	Description of Condition
1	Excellent: only planned maintenance required
2	Good: minor maintenance required plus planned
	maintenance
3	Fair: significant maintenance required
4	Poor: significant renewal/rehabilitation required
5	Very Poor: physically unsound and/or beyond
	rehabilitation

Source: City of Vincent AMP Buildings 2019

The City undertakes condition rating of its key assets in order to determine their remaining useful life and to prioritise future capital works as part of its rationalisation program of works. By undertaking regular inspections, the City is also able to understand at what rate assets are deteriorating and is then able to monitor the effectiveness of maintenance and renewal activities in reaching the expected useful life of assets. Below is an example of a simple 'condition' and 'defect' example that demonstrates the condition grading used at the City.

#### Figure 3 City of Vincent Internal Asset Management Presentation 2019



#### Figure 4 City of Vincent Internal Asset Management Presentation 2019



Condition: 5 0 Years Remaining Carpet in very poor, showing major signs of wear. Defect Example Isolated damage Carpet in very good condition but damaged in one area.

A visual condition assessment of the property network was undertaken in 2016 and as such there is a moderate to high level of confidence in the condition data for the building asset class (noting here that there is no formal condition assessment regime for drainage, bridges, bus shelters or carparks). A subsequent Building Condition Audit was also conducted in 2018 (see 'Long-Term Financial Planning of our assets').

Each asset type varies in complexity and is assessed using different parameters. Some assets are more costly to replace if they are allowed to Asset Management & Sustainability Strategy 2020-2030

deteriorate to a very poor state. Best practice would be to reach an ideal balance across the asset portfolio where the average overall asset deterioration is controlled and an asset average condition profile is maintained that prevents the profile from moving from a fair condition (3 condition grading) to poor condition (4 condition grading).

Poor condition is not the only factor that will require an asset to be replaced. Other factors include:

- Whether an asset is fit-for-purpose;
- · An asset does not meet minimum standards;
- Poor condition of surrounding and associated assets;
- Standards may also change; or
- Standards are introduced where no standard previously existed (e.g. changes to compliance and the Disability Discrimination Act 1992).

Detailed confidence grading informs the AMPs.

#### What are we spending on our key asset classes?

Understanding the historical data on the City's three major asset classes and the estimated funding over a ten year period (2019/20-2028/29) is an important part of identifying if the City is spending enough on key assets. This is particularly important because it enables an identification of where any spending deficiencies are concentrated. For example, the following data is drawn from the AMPs (2019) and demonstrates a significant funding

Asset Management & Sustainability Strategy 2020-2030

shortfall per year of what is required to maintain the City's recreation assets to current conditions (see below).

#### Transport Asset Class

Based upon historical data the estimated 10 year funding (2019/20 – 2028/29) for the City's Transport asset class is \$54,554,236 or \$5,455,424 per year which is 66% of the cost to provide the service.

This is a funding shortfall of \$2,765,062 (on average) per year of what is required to maintain the assets to current condition.

#### Recreation/Parks Asset Class

Based upon historical data the estimated 10 year funding (2019/20 – 2028/29) is \$50,000,587 or \$5,000,059 per year which is 66% of the cost to provide the service. This is a funding shortfall of \$1,679,038 (on average) per year of what is required to maintain the assets to current conditions.

#### **Buildings Asset Class**

Based upon historical data the estimated 10 year funding (2019/20 – 2028/29) is \$114,149,884 or \$11,414,988 per year which is 84% of the cost to provide the service. This is a funding shortfall of \$2,244,248 (on average) per year of what is required to maintain the assets to current condition.

The above analysis demonstrates a total shortfall across the three asset classes as \$6,688,348 per year of what is required to maintain the assets to current conditions.

In addition to the above funding shortfalls for the City's building asset classes are major critical assets that have yet been fully funded to ensure renewal in the long-term. As noted above, they include Leederville Oval and Beatty Park Leisure Centre grandstand.

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# Beatty Park Leisure Centre Grandstand

# This highly-valued asset is in need of significant additional investment to keep it maintained for future generations.

Owned by the State of Western Australia and vested in the City of Vincent, the site has become an icon as one of the most popular and identifiable aquatic facilities in WA. Nearly 1 million people visit the centre each year.

Beatty Park has, over time, been upgraded and expanded to suit modern requirements. Certain parts of the facility, such as the heritage-listed grandstand, has been retained and represent a significant risk to the City. We also have large maintenance projects underway, beginning with \$2.9 million in 2020/21 for major renewal to the indoor swimming pool, change room facilities and upgrading electrical and filtration systems. Significant further investment is needed for the 1962 grandstand. The project will cost between \$8 to \$12m to retain and safeguard the structure of the grandstand for the next 25 years. This investment is currently beyond our means and not contained within the City's LTFP. We will need support, additional funding contributions or a creative solution to progress any significant work to the grandstand.



#### The need for change

In accordance with its terms of reference, the City's Audit Committee's responsibilities include reviewing reports of internal audits and monitoring the implementation of recommendations for managing risk. In June 2020, the Audit Committee noted a negative trend in the City's asset sustainability ratio over several years which represents significant risk for the City. Addressing this risk is aimed at finding a balance between the replacement of existing assets with expectations for improvements to asset based services. If there is a reduction in the funding allocated to asset renewal it can lead to a renewal gap. The gap is demonstrated through the negative trend in the City's asset sustainability that also includes the asset consumption and renewal funding ratio.

The asset sustainability ratio indicates whether a local government is renewing or replacing existing nonfinancial assets at the same rate that its overall stock of assets is wearing out. It is calculated by measuring capital expenditure on renewal and replacement of assets relative to the rate of depreciation for the same period. The following table, drawn from the LTFP and based on a review of the AMPs, demonstrates the annual estimated cost (2019/20) to meet the renewal demand compared to the current depreciation applied for each asset category held by the City. Asset Management & Sustainability Strategy 2020-2030

Asset Class	Renewal Demand	Depreciation
Transport	\$4,446,443	\$4,777,000
Recreation/Parks	\$1,316,394	\$915,000
Buildings (Property)	\$3,929,360	\$4,131,000
Total	\$9,692,197	\$9,823,000
LTFP 2020/21-2029/30 (2020)		

Sustainability is demonstrated if the ratio is in or around 100% depending on the overall condition of assets. As shown below, there has been a significant

Key Financial Indicators	2018/19	2017/18	2016/17
Asset Sustainability Ratio	0.33	0.43	0.51
Asset Consumption Ratio	0.68	0.69	0.64
Asset Renewal Funding Ratio	0.83	0.81	N/A

#### City of Vincent (September 2020)

shortfall in the City's KFIs.

The asset sustainability ratio for the City for the last three years has reflected a decline in comparative funding. An asset renewal gap over successive years can translate into a deterioration of the asset, resulting in increased costs in the future. Renewal expenditure, on the other hand, usually results in a reduction in maintenance costs in the longer term since it is replacing the older, more maintenance intensive asset with a more efficient one. Renewal of assets is vital to ensure continuity of existing services that rely upon assets for their delivery.

Given these considerations, there will be a prioritisation of **Renew over New** with proposals for new discretionary capital projects will require the preparation of a detailed cost estimates for all new substantial capital works projects that includes lifecycle costing before the project is considered for endorsement and inclusion in future revisions of the LTFP.

This will ensure that a financially sustainable approach is being maintained to the renewal and expansion of the City's assets to meet the ongoing needs of the community.

#### TARGETS

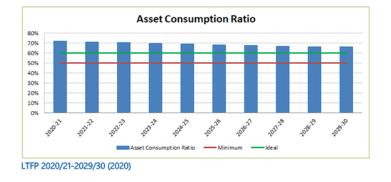
The ratio standards set by the Department of Local Government, Sports and Cultural Industries (DLGSCI) are to ensure that local governments meet minimum standards of asset management. It is noted here that there is no single indicator that demonstrates a local government's financial sustainability nor does it necessarily mean that it is fatal if a particular local government falls below the DLGSCI's 'preferred' benchmark for that particular indicator in a single year. The City will measure and report asset management sustainability annually in accordance with the IPRF and Regulation 50 of the Local Government (Financial Management) Regulations 1996. The following targets are drawn from the LTFP (2020). Asset Management & Sustainability Strategy 2020-2030

The <u>Asset Consumption Ratio</u> for depreciable assets is outlined below:

Depreciated Replacement Cost/ Current Replacement Cost. This ratio seeks to highlight the aged condition of a local government's stock of physical assets. It measures the rate at which depreciable assets have been consumed by comparing their written down value to their replacement cost. The City has committed to achieve the following target for the asset consumption ratio which is identified as key performance indicator.

 Asset consumption ratio (ACR): The City will aim to responsibly maintain, renew/replace assets in accordance with the Asset Management Strategy and target an ACR between 0.5 and 0.7.

Projected ratios for the Asset Consumption Ratio range is between 72% and 66% for the period of 2020-2030. The City exceeds the benchmark in all years covered here although the trend is downwards. It is also noted that the ratio covers all asset categories and it is likely that individual categories, such as Buildings would reflect a lower ratio.



The <u>Asset Sustainability Ratio</u> indicates whether the City's assets are being replaced or renewed at the same rate that the overall asset stock is wearing out. The City has committed to achieve the following target for the asset sustainability ratio which is identified as key performance indicator.

2. Asset sustainability ratio (ASR): This ratio indicates whether existing assets are being renewed or replaced at the same rate that its overall stock of assets is wearing out. The City will aim to renew its assets at appropriate times, at the same rate it is depreciating and target an ASR between 0.9 and 1.1.

Projected ratios for the Asset Sustainability Ratio range is between a low of 63% and a high of 107% for 2020-2030.



#### Asset Management & Sustainability Strategy 2020-2030

LTFP 2020/21-2029/30 (2020)

The <u>Asset Renewal Ratio</u> is a measure of the ability of a local government to fund its projected asset renewal / replacements as required. The City has committed to achieve the following target for the asset renewal ratio which is identified as key performance indicator.

 Asset renewal ratio (ARR): This ratio indicates the ability of the City to fund its projected asset renewals in the future. The City will aim to develop a Long Term Financial Plan that is supported by the AMSS to determine this ratio and target an ARR between 0.95 and 1.05 (Action Item No. 1).

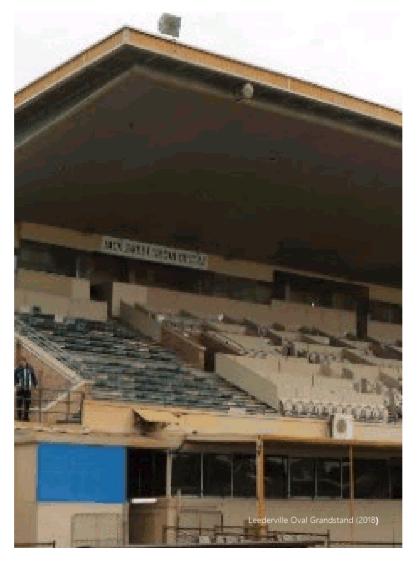


The results of the calculation of each of the key financial indicators and detail of the industry benchmarks is provided in the Table below. This approach to renewal expenditure aims to close the asset renewal gap.

Asset Management & Sustainability Strategy 2020-2030

20/21	21/22	22/23	23/24	24/25	<u>29/30</u>
•	•	•	•	•	•
71.9%	71.1%	70.3%	69.5%	68.8%	65.9%
•	•	•	•	•	•
65.5%	72.6%	89.5%	83.5%	97.9%	102.6%
•	•	•	•	•	•
63.2%	70.5%	91.5%	85.4%	99.1%	107.2%
	• 71.9% • 65.5%	71.9%     71.1%       65.5%     72.6%	71.9%     71.1%     70.3%       65.5%     72.6%     89.5%	71.9%       71.1%       70.3%       69.5%         65.5%       72.6%       89.5%       83.5%	71.9%       71.1%       70.3%       69.5%       68.8%         65.5%       72.6%       89.5%       83.5%       97.9%

As the City progresses towards achieving its asset sustainability targets, there remains the challenge of addressing critical renewal funding requirements for identified major assets like Leederville Oval grandstand. To date, this long-lived asset has not been fully funded in the City's long-term financial planning.



Asset Management & Sustainability Strategy 2020-2030

# The facilities at **Leederville Oval** are dated and ageing and not keeping pace with community expectations

Leederville Oval is owned by the State of WA and vested in the City of Vincent through a Management Order. The City of Vincent is working with the two East Perth and Subiaco Football clubs, the WA Football Commission and the community to commence a master planning project for Leederville Oval. The master plan will explore development opportunities for the oval and the facility's outstanding works that impose significant costs.

The Master Plan takes into consideration the upgrade, replacement or construction of new buildings, landscaping, playing surfaces and other facilities for community and sporting club use.

The Master Plan aims to ensure that there is the provision of a good quality facility that is fit-for-purpose with additional and/or improved facilities and infrastructure. Capabilities as a multi-use community asset (that increases community access and utilisation) within the Leederville town centre. The Master Plan will explore:

- Current and future requirements of the WA Football Commission, East Perth Football Club and Subiaco Football Club;
- Facility management options; and
- Capital funding model options.

The estimated costs for the Leederville Oval Precinct development includes \$12-13m as a short-term development option. The Master Plan also considers more substantial development options linked to precinct-wide opportunities. These figures are not contained in the City's LTFP.

#### LONG-TERM FINANCIAL PLANNING FOR OUR ASSETS

The primary consideration of the AMSS is to ensure that the City plans for long-term asset sustainability. This requires understanding what funds the City has available both for managing current assets and for the financial planning of future assets. The City will continue to follow the asset rationalisation program of works and prioritise the development of more overarching assessment of assets through an Asset Prioritisation Plan. The City will be in a better position to manage risks within available funding by:

- Prioritising renewal projects above new, expansion or upgrade projects;
- When new, expansion and upgrade projects are planned, lifecycle costs will be considered and provided for;
- Exploring additional funding opportunities, including the community's willingness to pay more;
- Reducing the number of assets and/or the levels of service provided, if funding cannot be secured;
- Insuring against risk and potential third party claims;
- Monitoring asset conditions and taking appropriate actions to minimise risks;
- Monitoring organisational asset management performance and identifying challenges and proactively implementing improvement plans;
- Accepting some of the risks associated with not being able to undertake all identified maintenance and renewal works with associated long-term implications; and
- Reviewing the City's current methodologies and practices for providing services to improve efficiencies.

Asset Management & Sustainability Strategy 2020-2030 It is noted that although renew over new will be a guiding principle for asset sustainability, there may be circumstances where this is not appropriate. For example, replacement of costly, aged assets that are not fit-for-purpose with a new asset may bring improved service delivery and associated cost benefits. This will be one of the considerations in the Asset Prioritisation Plan (see 'Rationalisation for Asset Sustainability' for more information).

#### What funds do we have?

The LTFP is the high-level strategic document that helps align the community's aspirations, strategic intent and organisational capacity. The LTFP projects the City's financial position over a ten-year time period using a series of realistic, conservative financial assumptions.

The financial modelling provides the City with informed information to assess its capacity to maintain overall financial sustainability into the long-term and, most importantly, ensure that the City has in place the necessary funding arrangements to support proposed capital replacement programs (asset sustainability) and new capital projects.

Overall, the LTFP provides a relatively positive forecast, including substantial improvement to the City's asset renewal activities (see Targets). However, the recent economic disruption as a result of the COVID-19 pandemic has had a significant and lasting impact, adding to the funding challenges of the City.

The LTFP has earmarked:

- 73% of the capital works program for 20/21 for renewal projects;
- 14% for new projects; and
- 13% for upgrades.

The Base version detailed in the LTFP provides a prudent approach in this uncertain economic climate, however a number of scenarios have been included for comparative purposes. The Base position will achieve improvements but it does not deliver the level of resilience and financial capacity that will be required in the longer term. This reinforces the importance of the annual reviews of the LTFP and the AMSS which will be linked to those financial considerations.

In developing the LTFP it is recognised that Beatty Park Leisure Centre (Grandstand) and the Public Open Space Strategy (POS) – Implementation (which includes Leederville Oval grandstand) are expected to occur within the life of the LTFP, but have yet to be assigned timelines or funding models. Preliminary costings to deliver the POS Strategy have been prepared and estimate the planning and implementation of the 32 key actions listed in the POS Strategy to be in the order of \$37.6 million. There are also other asset-related projects outside of the POS Strategy that have not been assigned timelines or funding models. There is already a degree of endorsement for some key projects and programs but final endorsement should be subject to the provision of detailed cost estimates.

#### **GROWTH IN RATEABLE PROPERTIES**

The annual increase in the number of rateable properties is an important consideration, as the majority of these additional properties are residential dwellings,

Asset Management & Sustainability Strategy 2020-2030

with a direct link to population. Statistically, the average household size in the City of Vincent is 2.23, which is projected to decline slightly over time as the percentage of 'lone person households' increases proportionately from 33% to 36% by 2036. The 10-year projection for rateable properties in outlined in the table below.

Rateable Properties								
Base (1/07/2019)	1 July 2020	30 June 2030						
18,879	19,013	22,231						
LTFP 2020/21-2029/30 (2020)								

#### Are we spending enough?

The LTFP delivers a plan to address the asset renewal gap that prioritises the renewal of assets and achieves a significant improvement in the Asset Sustainability Ratio. The LTFP also provides modelling on a projected base position and additional scenarios for consideration (2020). The base position is the starting point and this version assumes that the impact of COVID-19 restrictions, particularly as it translates to revenue in parking and leisure activities, will extend beyond Year 1, stepping to full recovery over a three year period. Coupled with a freeze on Rates in Year 1 and the consequential compound effect over the life of the LTFP, this has required tight controls over operating expenditure particularly in Year 1, with a progressive, but constrained recovery over the life of the LTFP. In view of the significant challenge in achieving long-term financial sustainability, the Base position is supported in the LTFP as a short-term approach and further consideration of alternative scenarios is proposed.

The LTFP also builds on the base position by providing financial modelling to factor in a large range of improvements provided in the City's master plans and development plans. This alternative financial scenario includes the Public Open Space Strategy implementation and the structural condition report on the Beatty Park Leisure Centre. Whilst these works would deliver significant improvements, funding this extensive range of works would require a combination of rate increases together with additional reserve and loan funding. This alternative Scenario is not recommended in the LTFP at this stage, 'as an effective Asset Management Strategy is considered critical prior to committing to that scale of works' (2020 pg.25).

#### Asset Management & Sustainability Strategy 2020-2030

The AMSS has put together key action items to consider long-term financial scenarios that address funding for development plans and master plans (Action Item 1). This will enable the City to move towards more sustainable asset management.

As noted in the LTFP, there is also the opportunity for the City to investigate other funding sources, whether it be City-owned land sales or sourcing additional funding contributions. For example, linking the redevelopment of Banks Reserve to the adjoining East Perth Powerstation Redevelopment Precinct.

Asset Management & Sustainability Strategy 2020-2030

**Banks Reserve** - the pavilion is ageing, does not take advantage of the riverfront location, has limited use and provides limited activation opportunities.

The facility is not fit-for-purpose, it is not tenanted and is infrequently used. It would take significant investment to bring it up to a modern standard.

During the **Banks Reserve Master Plan** community consultation, residents highlighted that the Pavilion is unsuitable for many activities due to its location, design and dated infrastructure. Feedback identified the need for an improved, shared community space that takes full advantage of the prime river front.

The Master Plan aims to improve the amenity of the foreshore area, reduce ongoing lifecycle costs and explore potential redevelopment opportunities.

The Banks Reserve Master Plan proposes the demolition of Banks Reserve Pavilion to create an open plaza area that will increase activation and promote greater use. Demolition of the pavilion would allow for a greater focus on enhancing well-used and in demand facilities to a standard that the community is proud to use.



#### Rationalisation for asset sustainability

The Asset Management Strategy 2010-2020 identified an action item to undertake a City of Vincent-owned building conditions audit. On 8 May 2018, the audit was presented to Council and it was noted that the City of Vincent had 81 structures (excluding minor parks structures such as shade sails and gazebos) and over 57 sites in its building portfolio which imposed a significant and on-going maintenance cost to the City. The audit also identified some buildings as underutilised by the community. The City of Vincent Buildings Information Table that detailed the outcomes of the audit included:

- an overview of the City's buildings;
- their purpose;
- their utilisation rates;
- a general description of condition;
- information on the associated cost of each building (both capital and operational); and
- a comment on Community Needs Assessment.

The AMP (Buildings) was updated to incorporate this data in 2019. The information provided in the audit, and the updated AMPs, has provided guidance on a rationalisation program for the City's building assets. This program of works is also accounted for in the City's operational Capital Works Program and includes activities such as the 'community halls renewal and rationalisation program' (2020). The assets team regularly reviews the

#### Asset Management & Sustainability Strategy 2020-2030

condition of the main component groups to further identify which assets are in poor condition and nearing end of life. For example, the table below demonstrates how the audit, along with the implementation of the rationalisation program, has led to the appropriate disposal of some poor performing (Grade 4-5) assets.

Facility Name	Asset Maintenance Costs (annualised)	Community Need Assessment	Current Asset Condition	Asset Options Retain/Renew Redevelop/Dispose
Beatty Park Pavilion	\$2,500	Underutilised Community Building	Poor Condition \$45K in 'draft' 18/19 OPEX to demolish.	Dispose Demolished 2019
Birdwood Square - Ablutions & Change Rooms	\$1,500	Public Open Space Amenity	Poor Condition \$45K in 'draft' 19/20 OPEX to demolish.	Dispose Demolished 2019
Litis Stadium - Ablutions (x3)	N/A	Litis Stadium Master Plan	Average - Poor Condition. 1 x demolish 18/19, 2 x	Dispose Demolished 2019

#### Abbreviated data from Building Conditions Audit 2018

# WHAT DO WE MEAN BY NOT FIT-FOR-PURPOSE?

#### Condition

- Multiple aging components in building.
- Low aesthetic appeal.
- Structural components such as brick walls and concrete foundation are still sound.
- Functional components such as toilets and taps are able to be replaced.



Hyde Park East Toilet Block (City of Vincent 2018)

#### Level of Service

- Located next to a premium Recreation asset.
- Small structure possibly incapable of meeting demand.
- Medium to High public focus.
- This building is representative of the services provided by the Council and the City.

#### Asset Management & Sustainability Strategy 2020-2030

# RENEW OVER NEW

As part of the public toilet renewal program, the tired and worn out asset has now been renewed while keeping the existing heritage structure.



# This ensures a cost-effective approach to managing our assets.

The toilet block now includes unisex accessible toilets, LED lighting and contemporary fixtures and fittings that also ensure accessibility for a person who uses a wheelchair. The privacy walls have also been removed to improve accessibility and reduce the potential for vandalism.

The rationalisation program of works has also been informed by the technical expertise of the City's Administration. Assessments carried out by the technical team involved with asset management has taken the buildings condition audit into account along with following considerations:

- Compliance matters (including asbestos issues);
- Usage (if the assets is fit-for-purpose);
- Degree and frequency of vandalism;
- Amenity; and
- Other matters (e.g. sewage or drainage concerns).

The buildings condition audit has also referred to relevant project master plans and development plans as part of its assessment.

Facility Name	Community Need Assessment	Current Asset Condition	Asset Options Retain/ Renew Redevelop/ Dispose
Banks Reserve	Banks Reserve	Poor condition, proposed	Demolish /
- Ablutions	Master Plan	to replace with Modus type stand alone.	Redevelop
Leederville	Leederville Oval	Average condition. Future	Demolish /
Oval -	Master Plan	new fit out required if	Redevelop
Ablutions		retained	
North Perth	Tennis West	Reasonable condition.	Demolish /
Tennis Club	Strategic		redevelop
Bowling &	Facilities Plan		
Recreation	Woodville		
	Reserve Master		
	Plan		

#### Asset Management & Sustainability Strategy 2020-2030

Formalising this approach as part of an Asset Prioritisation Plan will include the identification of key asset classes and holdings with a high level assessment of aged condition of these assets (Action Item No.2).

The rationalisation program of works will also be linked to the Sports and Recreation Facilities Plan currently underway (recommended in the POS Strategy). The Plan will deliver a strategic direction for the City that will better accommodate sporting club growth, recognise the valuable contribution Clubs leasing buildings make to maintenance of the assets they use and improve community accessibility to public open space. The plan will ensure the City can sustainably and responsibly manage the City's sport and recreation assets through the provision of a Facility Rationalisation Plan that caters for clubs future growth and identifies assets which are no longer required. This will be considered a component of the overarching Asset Prioritisation Plan identified as a key priority in the AMSS Implementation Plan. The Asset Prioritisation Plan will address a range of service delivery considerations to form an overarching City-wide analysis and asset hierarchy. The hierarchy will be informed by a matrix of asset performance measurements that includes:

- assets with high-community benefit;
- asset utilisation;
- fit-for-purpose considerations;

- opportunities to source alternative funding opportunities; and
- future asset demand that takes into account demographics and trend analyses.

These considerations will also align with the City's Property Management Framework (2020). The objective of this framework is to meet growing community needs by ensuring that City-owned and managed properties are prioritised for use where occupancy arrangements include co-location, shared-use and highest community utilisation.

Once the Asset Prioritisation Plan is completed it will inform decision-making on the renewal, upgrade, procurement and maintenance of the City's three key asset classes.

# GOVERNANCE AND MANAGEMENT ARRANGEMENTS

In order to achieve best practice in managing the City's assets there must be ongoing, good governance and management arrangements. The ongoing management of the City's assets involves the following key stakeholders.

#### Council

The role and responsibility of council is as follows:

- represent the needs of the community and act as stewards for key assets;
- set the corporate Asset Management policy and vision;

Asset Management & Sustainability Strategy 2020-2030

- allocate resources to meet the organisation's objectives in providing services while managing risks;
- ensure the organisation is financially sustainable; and
- promote and raise awareness of asset management to the community.

#### Chief Executive Officer

The role and responsibility of the CEO is as follows:

- overall responsibility for developing the AMSS;
- reporting on the status of assessment management within the organisation;
- implement the AMSS within agreed resources;
- monitor and review performance of staff in achieving the objectives of the AMSS; and
- promote and raise awareness of asset management to the Council, staff, users and community.

#### City of Vincent Administration

Administration staff involved in asset management:

- guides, directs and facilitates asset management plan development;
- provides required information for Council to achieve core competency in asset management;
- delivers levels of services to agreed risk and cost standards and report to Council on service delivery versus service level standard; and
- develops and implements operational plans for maintenance, refurbishment and capital works programs.

All staff must ensure best practice in regards to asset management by implementing the City's relevant policies, decision and local laws and ensure appropriate management of City assets.

#### Asset Management and Sustainability Sub-Committee

The Implementation Plan for the AMSS (Action item No.5) Administration will establish a sub-committee that will provide oversight on critical asset management issues. The Asset Management and Sustainability Sub-Committee will help guide the development and implementation of the AMSS, providing guidance on the delivery of services while ensuring asset sustainability principles are used in all relevant projects. Membership of the AMS Sub-Committee will include executive staff and asset and finance staff as well as staff involved in leisure planning projects and other key master plans to ensure a cross-functional asset management group.

#### GAP ANALYSIS

In order to prepare detailed AMPs for the major asset classes, the City will continually improve the quality of data that informs asset management decision-making. Currently the asset register is a series of excel spreadsheets that have limited functionality for the purposes of asset management. The City will explore alternatives such as the asset management software available in Civica (Authority) that is not currently used. This software will also allow more consistent use of asset class categories across the organisation and improved financial reporting on assets to include total replacement cost Asset Management & Sustainability Strategy 2020-2030

of assets, written down value of assets that can then inform remaining useful life calculations.

The City will also explore opportunities to retain an additional asset management software such as the *AssetFinda* system used by other local governments in WA (Action Item No.4).

As current assessments have indicated a 'renewal gap' (see above) the consolidation of this information will provide Council and the Asset Management and Sustainability Sub-Committee more reliable and robust data that will provide them more certainty in:

- planning for the long-term asset sustainability; and
- making recommendations to Council on additional funding requirements for proposed master plans and development plans.

These results will also form the basis of annual budget reviews and establishes maintenance, operational, renewal and upgrade costs as well as lifecycle costs for new assets.

The SCP provides guidance on community values of assets. The last City of Vincent community perceptions survey that specifically sought feedback on the service levels and performance of the asset portfolio was completed in 2012. It is critical that the City continues to prioritise engagement with the community on service levels and asset performance not just through the SCP, but through other means. The Implementation Plan will address this

through the establishment of a community focus group workshop to discuss asset management issues and ensure that customer levels of service and participatory asset discussions are key principles of asset management going forward (Action Item No.6).

The AMPs will also undertake key actions in accordance with the infrastructure risk management customer levels of service measures used in the asset management plan which are:

- Quality: How good is the service ... What is the condition or quality of the service?
- 2. Quantity: Function is it suitable for its intended purpose .... Is it the right service?
- 3. Capacity/Use Is the service over or under used ... Do we need more or less of these assets?

# CONTINUOUS IMPROVEMENT OF SKILLS AND PROCESSES

The City of Vincent will adopt a continuous improvement approach that establishes and nurtures a 'whole-of-organisation' culture focused on best practice in asset management. To achieve this, the City will educate its staff to have greater awareness and application of asset management principles. Asset Management & Sustainability Strategy 2020-2030

For example, the City will prioritise the development of skills across the organisation to ensure that staff use GIS to locate assets as required and provide regular updates on their aged condition and status. Along with a general best practice approach, the commitment to improvement of skills and processes will involve educating staff on the current status of the City's assets and the need to think about long-term asset sustainability. There will also be the provision of training appropriate staff in key asset management topics such as condition assessments, valuation of assets and accounting treatment (Action Item No.4).

The aims of the AMSS will also be linked to subsequent reviews of the Workforce Plan 2020-2021 to ensure that the employment of relevant staff (asset management and GIS) is considered a priority need within the Infrastructure and Environment Directorate.

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#### IMPLEMENTATION PLAN

The Implementation Plan provides key overarching action items for achieving the key objectives of the AMSS. The action items are based on a review of the Asset Management Strategy 2010-2020 with an identification of action items achieved in that Strategy and those that have not been completed or are part of ongoing asset management activities.

# REVIEW AND IMPLEMENTATION OF THE AMSS

Reporting is important for the City to be able to measure and monitor progress of the projects and action items identified in the AMSS. Firstly, through the AMS Sub-Committee, there will be quarterly reporting on the action items of the AMSS. This will ensure that long-term planning will be considered along with a detailed cost estimates and timelines including lifecycle costs that will now be required for all new substantial capital works projects (as recommended in the LTFP). This will be decided upon as the City moves towards progressing with its development and master plans (including the Beatty Park Master Plan 2062). Secondly, the City will use the AMSS to feed into annual budget reviews and ensure that lifecycle costings for the master plans and development plans are factored into the LTFP reviews.

It is important to note that the AMSS will likely not remain static. As it is reviewed, new information (for example, the completed Asset Prioritisation Plan) will be included that may modify previously accepted positions. As the City continues to deliver and refine the opportunities identified in the AMSS, it will maintain an open and transparent dialogue with the community.

Asset Management & Sustainability Strategy 2020-2030

#### ACTION ITEMS

The purpose, vision and objectives of the AMSS will be achieved through the implementation of the following short (1 – 3 years), medium (4 – 7 years) and long term (8 years +) and ongoing (Ong) key deliverables.

No.	Action – what we'll do			Tir	ning			Funding
			Short	Med	Long	Ong	Priority	Allocation
1	Consider and then implement long-term funding scenarios that will close the asset renewal gap and plan for relevant projects that have detailed cost estimates and timelines	Improve the City's Asset Sustainability Ratio restored to a minimum 90% position by 2022/23	•				High	As per LTFP (Base Position)
		Improve the City's Asset Sustainability Ratio restored to a minimum 100% position for the life of the AMSS			•		High	As per LTFP (Base Position)
		Consider base position and other long-term financial scenarios and determine preferred option for future planning	•				High	Operational
		Consider additional costings for relevant projects listed within the City's CBP that have provided lifecycle costs as part of its detailed cost estimates and timelines. Make informed implementation decisions that link to LTFP projections	•	•			High	Operational
		Report on renewal ratio for key assets and provide targeted financial details that will inform annual budget reviews				•	Medium	Operational

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No.	Action – what we'll do	we'll do Deliverable – how we'll do it		Tir	ning			Funding Allocation
			Short	Med	Long	Ong	Priority	
2	2 Review key asset classes to allocate levels of service (both current and future usage) to provide a framework for asset sustainability and rationalisation going forward	<ul> <li>Develop an Asset Prioritisation Plan for Building, Transport and Recreation/Parks that is informed by:</li> <li>Building conditions audit (2018)</li> <li>Current rationalisation program of works (informed by building conditions audit and condition grading assessments)</li> <li>Active Reserve Strategic Club Allocation &amp; Facility Rationalisation Plan (feeds into Sports and Recreation Facilities Plan that is in development)</li> <li>AMPs for Building, Transport and Recreation/Parks</li> </ul>	•				High	\$80,000
		Review, classify and allocate levels of service to all City buildings for current and future usage of assets that incorporates population forecasts and demographic changes and align with SCP priorities (feeds into AMPs)	•	•			Medium	\$40,000
3	Review and update Asset Management Framework that supports asset sustainability management principles	Provide detailed cost estimates and timelines including lifecycle cost template in project management framework to be used for all new substantial capital works projects (also informed by recommendations of Asset Prioritisation Plan when completed)				•	High	Operational
		Revise current AMPs as part of three year cycle (2021/24/27/30)				•	High	Operational
		Review Asset Management Policy 2009		•			Medium	Operational
		Completion of Asset Management Plan (Plant and Equipment)		•			Medium	\$15,000
		Completion of Asset Management Plan (Information Communication Technology)		•			Medium	\$5,000
		Plan, allocate resources and deliver upgrades to meet disability access improvements, risk management and compliance and legislative requirements				•	High	Operational

Asset Management & Sustainability Strategy 2020-2030

No.	Action – what we'll do	Deliverable – how we'll do it	Timing					Funding
			Short	Med	Long	Ong	Priority	Allocation
4	Work towards best practice in asset	Skill development of staff using GIS to map asset locations appropriately				•	Medium-High	\$5,000
	management through continuous improvement in asset management	Explore <i>Assetfinda</i> and Civica (Authority) asset management software to replace current asset data storage	•	•			High	Operational
	processes, capability and maturity	Adopt software that improves consistency in asset class use across the organisation	•	•			High	\$40,000
5	Provide support and oversight on critical asset management issues and ensure ongoing monitoring of Implementation Plan	Establishment of AMS sub-committee to oversee implementation of current and proposed relevant development plans and master plans				•	High	Operational
6	Enhance current demand management practices through public consultation and associated measurement of current community service levels	Ensure participatory asset discussions by undertaking a community focus group workshop to understand community value of assets and compare with current service level measurements	•				High	\$2,000

Asset Management & Sustainability Strategy 2020-2030

No.	Action – what we'll do	Deliverable – how we'll do it	Timing					Funding	
			Short	Med	Long	Ong	Priority	Allocation	
	7	Advocate for support for asset sustainability through the promotion of City	Advocate to State and Federal Government for support to renew the City's regional facilities				•	Medium	Operational
		the promotion of City assets and the development potential of underutilised public open spaces	Pursue partnership opportunities with appropriate funding bodies				•	Medium	Operational

Asset Management & Sustainability Strategy 2020-2030

#### GLOSSARY & ACRONYMS

AMPs – Asset Management Plans (Buildings, Transport, Recreation/Parks) AMSS – Asset Management and Sustainability Strategy 2020-2030

**CBP** – City of Vincent Corporate Business Plan

DLGSCI – Department of Local Government, Sport and Cultural Industries

IIIMM - International Infrastructure Management Manual

LTFP- Long Term Financial Plan

POS Strategy – Public Open Space Strategy

SCP – City of Vincent Strategic Community Plan

# Asset

A physical component of a facility which has value, enables a service to be provided and has an economic life of greater than 12 months.

# Asset Class

Groupings of assets of similar nature and use in a local government's operations.

# Asset Consumption

The average proportion of "as new condition" left in an asset.

# Asset Disposal

The process of removing and disposing of an asset upon the end of its useful life.

# Asset Maintenance

Regular repair works to prevent deterioration of the assets' capability, such as pothole filling, minor repairs etc.

# Asset Management

The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.

# Asset Operations

Continuously required expenditure which enables the asset to provide benefits to the community such as mowing, street sweeping and lighting power charges.

# Asset Renewal

Works to replace existing assets which are worn, poorly functioning or dated with assets of equivalent capacity or performance.

# Asset Upgrade

The significant upgrade of an asset to produce a higher level of service, such as dualling or widening of a road, extending of a building, installation of reticulation to a dry park.

# Customer Levels of Service

Measures how the customer receives the service and whether value to the customer is provided. Community levels of service are developed in consultation with the community, demographics, trend analyses and customer feedback.

# Level of Service

Designed quality of a particular activity (e.g. road maintenance) or service area (e.g. lighting) against which performance can be measured.

# **Technical Levels of Service**

Technical measures that relate to the allocation of resources to service activities to best achieve the desired customer outcomes and demonstrate effective performance.

# Lifecycle

The cycle of activities that an asset (or facility) goes through while it retains an identity as a particular asset.

Asset Management & Sustainability Strategy 2020-2030

#### MORE INFORMATION

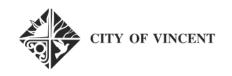
To find out more about our Asset Management and Sustainability Strategy, or any of our programs, contact:

City of Vincent

Address: 244 Vincent Street (corner of Loftus Street), Leederville, Western Australia, 6007

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

www.vincent.wa.gov.au



# ASSET MANAGEMENT Discussion paper





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Asset Management Discussion Paper | 3



# **OVERVIEW**

# Purpose

The purpose of the City of Vincent Asset Management and Sustainability Strategy (AMSS) is to provide a strategic framework that guides the:

- planning, management and provision of assets;
- renewal and investment in assets;
- utilisation and rationalisation of assets; and • best use of resources for the benefit of current and future generations.

#### The Challenge

The City of Vincent's challenge is that asset renewal demand currently exceeds the City's ability to fully resource asset renewal investment.

To meet this challenge, the City must strike the balance between maintaining our current portfolio and scale of ageing assets whilst meeting the needs of a growing and diverse community and a changing environment. This needs to happen within our means and be financially sustainable in the long term.

The AMSS is designed to set out our challenges, identify objectives and assist in mapping out the opportunities for better asset management for a sustainable future in consultation with the Vincent community.

#### The AMSS Vision

Our assets and facilities are cared for and well utilised, meet the needs of our growing and diverse community and respond to a changing environment in a planned and financially sustainable way.

#### Objectives

The AMSS has four key objectives to meet the City's asset sustainability goals:

- 1. Having enough funds to keep our assets upto-date;
- Keeping our historic assets safe for use;
   Future planning for sustainable assets; and
- 4. Making sure our assets meet current and emerging community needs.

The AMSS is intended to guide the management of the City's asset portfolio over the next ten years with regular review of progress of the Implementation Plan.

Asset Management Discussion Paper | 5



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## BACKGROUND

When we talk about assets, we mean something that is a physical resource. An asset has value, provides a service and has an economic life greater than 12 months. Assets include buildings, roads, parks, vehicles, computers and many other physical objects.

In the City of Vincent, our assets include six major sporting and leisure facilities, 144km of road, 8 community halls and pavilions, and 46 playgrounds, including 3 nature playgrounds.

Caring for our assets has a direct bearing on the health and wellbeing of our community who use them. To care for our assets appropriately, we need a plan that addresses our challenges and opportunities. This is where our AMSS comes in.

## PURPOSE

What is the Asset Management and Sustainability Strategy (AMSS)? The purpose of the AMSS is to address the City's Strategic Community Plan Innovative and Accountable Priority.

"Our assets and facilities are cared for and well utilised, meet the needs of our growing and diverse community and respond to a changing environment in a planned and financially sustainable way."

The AMSS includes guidance for decisions around the planning, management and provision of the City's assets. In the AMSS, we have grouped our key assets into three asset classes:

- Transport Recreation/Parks
- Buildings

#### What is the Asset Management Discussion Paper?

This Asset Management Discussion Paper is intended to accompany the AMSS by highlighting the key points that we need to inform the community about. As a discussion paper, a lot of the ideas in here are draft and may change based on community engagement exercises.

#### What is asset management?

Asset management generally involves the day-to-day operation and maintenance of assets. Assets can also be managed in the following ways:

- Dispose (including demolish, sell, remove, mothball an asset)
- Renew (including rehabilitate, resurface and refurbish an asset)
- Replace
- Upgrade/expand
- New (create an asset); and
- Acquire an asset.

Asset management is the process of balancing the needs of the community, with financial and environmental responsibilities throughout the lifetime of the asset.

From our research, we've come up with the following key objectives that the AMSS seeks to address:

- 1. Having enough funds to keep our assets up-to-date;
- 2. Keeping our historic assets safe for use;
- 3. Future planning for sustainable assets; and
- 4. Making sure our assets meet current and emerging community needs.



## **1. HAVING ENOUGH** FUNDS TO KEEP OUR **ASSETS UP-TO-DATE**

#### The Challenge

degrading over time.

According to the Department of Local Government and Communities Asset Management Guidelines (2016), an asset sustainability ratio of less than 90% indicates that the local government may be underinvesting in renewal and replacement of its asset base and therefore these assets are degrading too much.

not fatal. The AMSS will help us get back above 90%.

Other challenges with funding is that a number of State/federal grants are only provided if the City also contributes funds. The City also actively looks for funding from both State and federal sources but funding is often available to build new facilities but not to maintain existing facilities.

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An asset sustainability ratio indicates whether assets are being kept up-to-date, or if they are

The asset sustainability ratio for the City in 2018/19 was 33%, equating to an asset renewal gap in a single year of approximately \$7.5 M. Although we have been below the recommended level in recent times, it is



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#### Addressing the Challenge

An overriding principle of the AMSS is renew over new so that the City will be in a better position to manage risks within available funding. This means prioritising maintenance projects above new, expansion or upgrade projects, where possible.

The Long Term Financial Plan (LTFP) has also set long-term targets to address our asset renewal gap.

#### Renew Over New





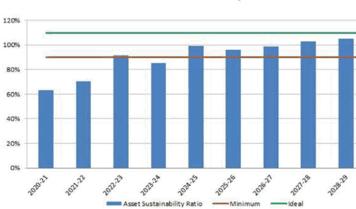
Hyde Park East Toilet Block

As part of the public toilet renewal program, the tired and worn out asset has now been renewed while keeping the existing heritage structure.

It is noted here that there is no single indicator that demonstrates a local government's financial sustainability nor does it necessarily mean that it is fatal if a particular local government falls below the DLGSCI's 'preferred' benchmark for that particular indicator in a single year.

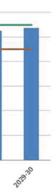
Projected ratios for the Asset Sustainability Ratio range is between a low of 63% and a high of 107% for 2020 – 2030.

### ..... Asset Sustainability Ratio (future targets)



Addressing the renewal gap: renewal targets from the Long Term Financial Plan (Source: LTFP 2020/21 - 2029/30)







## CASE STUDY 1 - ROADS

The City has over 144 km of roads, including some that carry more than 25,000 vehicles per day.

District Distributor roads in the City of Vincent, such as Loftus Street and London Street, carry more than 25,000 vehicles per day. Some Access Roads (residential streets) carry fewer than 200 vehicles per day.

As would be expected, the road surface on those major roads deteriorates faster than the low volume residential streets. We gather data on road condition to determine the annual road resurfacing program.

#### Why do we have a resurfacing program?

It costs, on average, three times as much to reconstruct a road than it does to resurface it. The City strives to intervene at the optimum time, the point at which preventive maintenance becomes cost prohibitive and before surface failure requires reconstruction. Each year, we prepare a list of roads and undertake the necessary upgrades for each of them.

By resurfacing at the optimum time, the road will not have to be fully reconstructed for 20 to 25 years.



An interim crack sealing, - preventative r life of the asset (Fleet St – Access Road) ice, to extend the

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A recently resurfaced road (Angove Street - District Distributor B)





## 2. KEEPING OUR **HISTORICAL ASSETS** SAFE FOR USE

#### The Challenge

The City's asset portfolio includes a number of long-lived assets that are getting older and more expensive to maintain.

The significant aged condition of some of the City's assets are in urgent need of attention to keep them safe for users. If they are not maintained to appropriate levels, there may be several consequences including user safety, higher maintenance costs and a loss of amenity.

The City's Asset Management Plan (AMP) has already identified Beatty Park grandstand and Leederville Oval grandstand as having known service performance deficiencies.

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#### Addressing the Challenge

Having identified the issues, we're now focussing on creating detailed and targeted plans for Beatty Park and Leederville Oval.

Our initial findings show that there will be a considerable cost to keep these assets safe. Alongside our other asset management commitments, our annual income cannot currently cover all of these costs.

Part of the deliverables detailed in the AMSS Implementation Plan will be advocating to federal and State governments to provide support for the City's assets as well as sourcing other alternative funding contributions.

Having identified the issues, we're now focusing on creating detailed and targeted plans for the ageing Beatty Park grandstand (which has been closed to the public for several years) and the Leederville Oval grandstand.

We want to make sure these great facilities are safe, open and available to the public, but we must ensure sufficient funds are available to keep them adequately repaired and maintained.



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## CASE STUDY 2A - BEATTY PARK LEISURE **CENTRE GRANDSTAND**

This highly-valued asset is in need of significant additional investment to keep it maintained for future generations.

Owned by the State of Western Australia and vested in the City of Vincent, the site has become an icon as one of the most popular and identifiable aquatic facilities in WA. Nearly 1 million people visit the centre each year.

In 1962, the pool on the Beatty Park site was constructed for the Commonwealth Games before being opened to the public. In 1993-94 the State of Western Australia vested Beatty Park Leisure Centre with the newly formed Town of Vincent. There were substantial upgrades (\$5.3m) during this time and a further \$17.5m in upgrades that were undertaken by the City of Vincent in 2011-2013. In the 2020/21 financial year, the City has committed a further \$2.9m for major renewal to the indoor swimming pool, change room facilities and upgrading electrical and filtration systems.

Certain parts of the facility, such as the heritagelisted grandstand, has been retained and represent a significant risk to the City and further investment is needed. The project will cost between \$8 to \$12m to retain and safeguard the structure of the grandstand for the next 25 years. This investment is currently beyond our means and not contained within the City's LTFP. We will need support, additional funding contributions or a creative solution to enable us to progress any significant work to the grandstand.



eederville Oval (2018

# CASE STUDY 2B - LEEDERVILLE OVAL

community expectations

Leederville Oval is a Western Australian Football League ground that is located at 246 Vincent Street, Leederville. The facility is used as a home ground by the East Perth Football Club and the Subiaco Football Club.

Leederville Oval is owned by the State of WA and vested in the City of Vincent through a Management Order. The City of Vincent is working with East Perth and Subiaco football clubs, the WA Football Commission and the community to commence a master-planning project for Leederville Oval. The Master Plan will explore development opportunities for the oval and address the facility's outstanding maintenance and repair work.

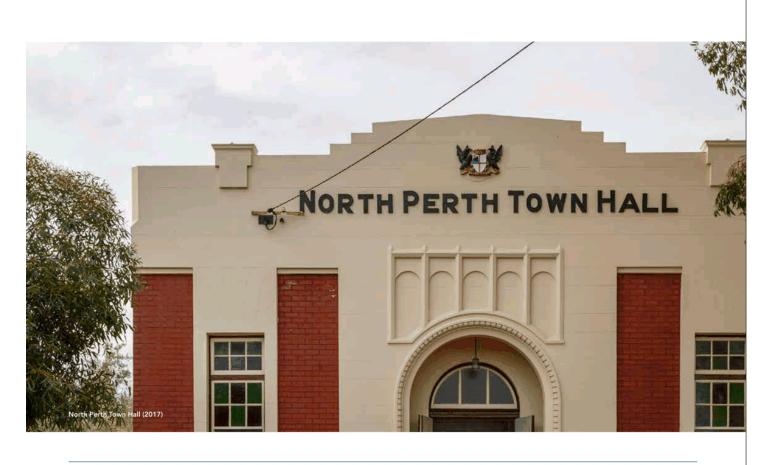
The Master Plan considers upgrades, replacement or construction of new buildings, landscaping, playing surfaces and other facilities for community and sporting club use.

#### The facilities at Leederville Oval are dated and ageing and not keeping pace with

The Master Plan aims to make Leederville Oval a high quality and fit-for-purpose facility with additional and improved services and infrastructure. Further integration with Leederville Town Centre will also improve community access and usage. The Master Plan will explore:

- Current and future requirements of the WA Football Commission, East Perth Football Club and Subiaco Football Club;
- Facility management options; and Capital funding model options.

The estimated costs for the Leederville Oval Precinct development includes \$12-13m as a short-term development option. The Master Plan also considers more substantial development options linked to precinct-wide opportunities. These figures are not contained in the City's LTFP.



## **3. FUTURE PLANNING** FOR SUSTAINABLE ASSETS

#### The Challenge

The City of Vincent has several master plans and development plans that are proposed to be implemented over the course of the AMSS (ten years). Historically, the actions within these master plans and development plans have been prioritised and budgeted on an annual basis. Moving forward, the lifecycle costs of priority projects will be included in the City's long-term financial planning.

The preliminary costings for some of these works are significant. For example, the Public Open Space (POS) Strategy has 32 key actions with a total cost in the order of \$37.6 million. The POS Strategy is currently unfunded and the City will need to plan how it delivers the actions over a period of time.

Lifecycle costs includes the cycle of activities that an asset goes through for the life of that asset. To keep the asset performing at an appropriate level, adequate funding needs to be set aside to maintain that asset each year for the life of that asset.

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#### Addressing the Challenge

The AMSS requires that all new major capital work projects incorporate lifecycle costs as part of their detailed cost estimates. Only then will they be considered for endorsement as the full cost implications will be known.

A key action item in the AMSS is an Asset Prioritisation Plan that will provide important data to inform asset management decisions for new major capital work projects. The Asset Prioritisation Plan in the AMSS will speak to an asset hierarchy based on a matrix of measurements that includes utilisation, fit-forpurpose considerations and community values.

Through the AMSS, the City will be in a better position to manage risks within available funding not only by keeping to a principle of renew over new but also by:

- Considering lifecycle costs whenever new, expansion or upgrade projects are planned;
- Exploring additional funding opportunities, including the community's willingness to pay more; and
- Reducing the number of assets and the levels of service provided, if funding cannot be secured.



CASE STUDY 3 - BANKS RESERVE

The Pavilion is ageing, does not take advantage of the riverfront location, has limited use and provides limited activation opportunities.

The facility is not fit-for-purpose, it is not tenanted and is infrequently used. It would take significant investment to bring it up to a modern standard.

During community consultation for the Banks Reserve Master Plan, residents highlighted that the Pavilion is unsuitable for many activities due to its location, design and dated infrastructure. Feedback identified the need for an improved, shared community space that takes full advantage of the prime riverfront. The Master Plan aims to improve the amenity of the foreshore area, reduce ongoing lifecycle costs and explore potential redevelopment opportunities.

The Banks Reserve Master Plan proposes the demolition of Banks Reserve Pavilion to create an open plaza area that will increase activation and promote greater use. Demolition of the pavilion would allow for a greater focus on enhancing well-used and in demand facilities to a standard that the community is proud to use.



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## **4. MAKING SURE OUR ASSETS MEET CURRENT** AND EMERGING **COMMUNITY NEEDS**

The Challenge The City of Vincent has a growing population. Along with a changing demographic profile, this will influence demand on current and future assets. For example, our ageing population will require different facilities than youth, families and couples.

The City has a higher proportion of working aged adults than the State average. In 2016, it was identified that 81% of the City's resident workers were employed outside of Vincent. This means that the provision of reliable transport assets, such as roads and cycling paths, is critical to help them get to and from work.

In the City of Vincent, couples with no children represents 48% of the population. For this cohort, major assets include the provision of night time and weekend sport and leisure activities. Ensuring that the community has opportunities to remain connected to its local social networks is also a critical part of the City's Connected Community priority from the Strategic Community Plan.

After acquiring buildings that serve a certain need, it is important to update those buildings or assets in response to changing demands and community requirements.

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#### Addressing the Challenge

Because the City of Vincent's community values and objectives are service-based, they help with determining community levels of service that are an important part of asset management. One of the key ways to identify these values and objectives is through our Strategic Community Plan that provides guidance on community values for our assets.

It is critical that we continue to prioritise engaging with our community on service levels and asset performance.

The Implementation Plan will address this issue through the establishment of a community focus group workshop to discuss asset management issues. This will help keep levels of service and community participation in asset discussions as key principles of the City's asset management going forward.

# CASE STUDY 4 -Braithwaite Park

Braithwaite Park Nature Play Playground - built around the philosophy of nature based elements

The City of Vincent provides 46 playgrounds, with many being the fixed, 'off the shelf', primary coloured metal variety that were ubiquitous in local government parks in the 1990s. More recently, the City has invested in nature play areas at Braithwaite Park and Banks Reserve, which are more contemporary and challenging for a range of ages.

The City of Vincent's Public Open Space Strategy has also identified a gap in youth facilities, such as skate and active zones and more challenging play structures.

Based on population growth, changing demographics and community expectations, we will need to change our playground offering through significant capital investment over the next few years.

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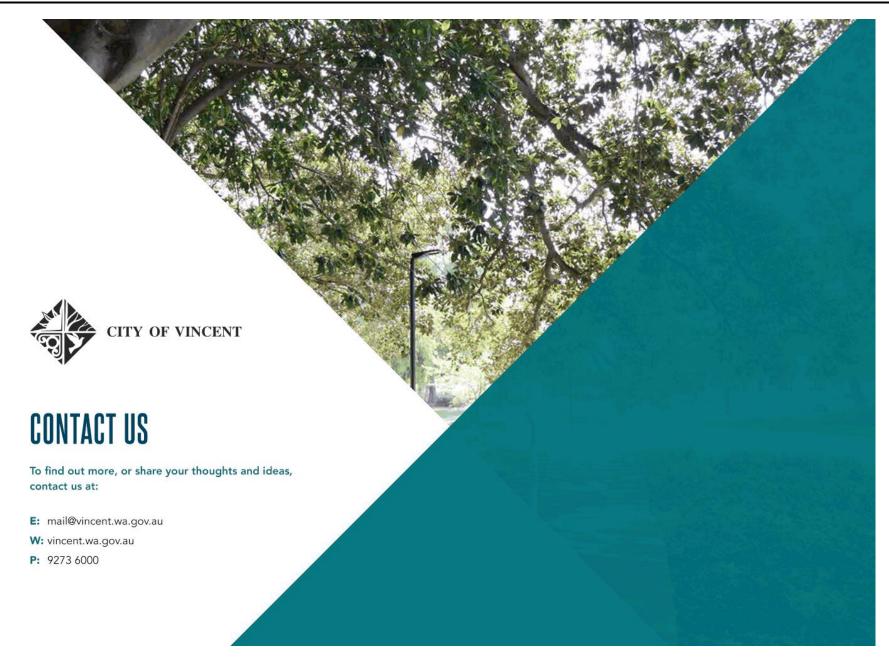
# **IMPLEMENTATION PLAN**

The purpose, vision and objectives of the AMSS will be achieved through the implementation of the following short (1 – 3 years), medium (4 – 7 years) and long term (8 years +) and ongoing (Ong) key deliverables.

NO.	ACTION - WHAT WE'LL DO	DELIVERABLE – HOW WE'LL DO IT		TIMING				FUNDING
NO.	ACTION - WHAT WE LL DO	DELIVERABLE - HOW WE LE DO II	SHORT	MED	LONG	ONG	PRIORITY	ALLOCATION
		Improve the City's Asset Sustainability Ratio restored to a minimum 90% position by 2022/23 $$	~				High	As per LTFP (Base Position)
1	Consider and then implement long-term	Improve the City's Asset Sustainability Ratio restored to a minimum 100% position for the life of the AMSS			~		High	As per LTFP (Base Position)
	funding scenarios that will close the asset renewal	Consider base position and other long-term financial scenarios and determine preferred option for future planning	~				High	Operational
	gap and plan for relevant projects that have detailed cost estimates and timelines	Consider additional costings for relevant projects listed within the City's CBP that have provided lifecycle costs as part of its detailed cost estimates and timelines. Make informed implementation decisions that link to LTFP projections	~	~			High	Operational
		Report on renewal ratio for key assets and provide targeted financial details that will inform annual budget reviews				~	Medium	Operational
2	Review key asset classes to allocate levels of service (both current and future usage) to provide a framework for asset sustainability and	<ul> <li>Develop an Asset Prioritisation Plan for Building, Transport and Recreation/Parks that is informed by:</li> <li>Building conditions audit (2018)</li> <li>Current rationalisation program of works (informed by building conditions audit and condition grading assessments)</li> <li>Active Reserve Strategic Club Allocation &amp; Facility Rationalisation Plan (feeds into Sports and Recreation Facilities Plan that is in development)</li> <li>AMPs for Building, Transport and Recreation/Parks</li> </ul>	¥				High	\$80,000
	rationalisation going forward	Review, classify and allocate levels of service to all City buildings for current and future usage of assets that incorporates population forecasts and demographic changes and align with SCP priorities (feeds into AMPs)	~	~			Medium	\$40,000

NO.	ACTION - WHAT WE'LL DO	DELIVERABLE – HOW WE'LL DO IT		TIMING			PRIORITY	FUNDING
<b>VO</b> .	ACTION - WHAT WE LL DO	DELIVERABLE - HOW WE LL DO II	SHORT	MED	LONG	ONG	PRIORITY	ALLOCATIO
		Provide detailed cost estimates and timelines including lifecycle cost template in project management framework to be used for all new substantial capital works projects (also informed by recommendations of Asset Prioritisation Plan when completed)				~	High	Operational
	Review and update Asset Management Framework	Revise current AMPs as part of three year cycle (2021/24/27/30)				~	High	Operational
3	that supports asset	Review Asset Management Policy 2009		~			Medium	Operational
	sustainability management	Completion of Asset Management Plan (Plant and Equipment)		~			Medium	\$15,000
	principles	Completion of Asset Management Plan (Information Communication Technology)		~			Medium	\$5,000
		Plan, allocate resources and deliver upgrades to meet disability access improvements, risk management and compliance and legislative requirements				~	High	Operational
	Work towards best practice	Skill development of staff using GIS to map asset locations appropriately				~	Medium- High	\$5,000
<ul> <li>in asset management</li> <li>through continuous</li> <li>improvement in asset</li> <li>management processes,</li> <li>capability and maturity</li> </ul>	Explore Assetfinda and Civica (Authority) asset management software to replace current asset data storage	~	~			High	Operational	
		Adopt software that improves consistency in asset class use across the organisation	~	~			High	\$40,000
5	Provide support and oversight on critical asset management issues and ensure ongoing monitoring of Implementation Plan	Establishment of AMS sub-committee to oversee implementation of current and proposed relevant development plans and master plans				¥	High	Operational
6	Enhance current demand management practices through public consultation and associated measurement of current community service levels	Ensure participatory asset discussions by undertaking a community focus group workshop to understand community value of assets and compare with current service level measurements	×				High	\$2,000
7	Advocate for support for asset sustainability through the promotion of City assets and the development potential of undertilised public open spaces	Advocate to State and Federal Government for support to renew the City's regional facilities				~	Medium	Operational
		Pursue partnership opportunities with appropriate funding bodies				1	Medium	Operational

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# ASSET MANAGEMENT & SUSTAINABILITY STRATEGY

# 2020-2030

CONSULTATION SUMMARY REPORT

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#### Overview

Throughout the community consultation the City was able to engage a variety of community members to help shape the future of its major assets. The results of the online community consultation submissions (consultation) are as follows:

- Consultation Survey participants 78\*
- Email submissions 5
- Total page visits 958
- Document downloads 188 AMSS and 85 of Asset Management Discussion Paper

\*The 17 Panel members who attended Workshop Three were invited to undertake the AMSS survey and 16 filled it in. The results have been combined with the 78 consultation responses (meaning there is a total of 94 AMSS survey responses). In examples where the 16 Panel responses have significantly varied from the 78 consultation responses the data has been separated for analysis.

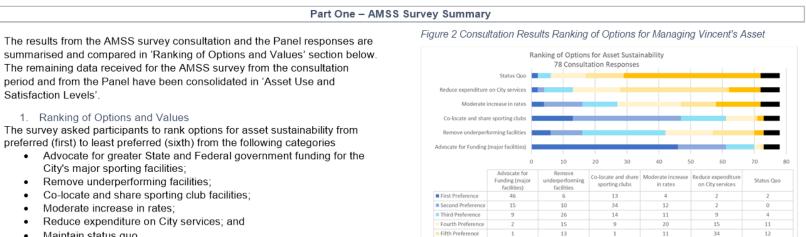
The following consultation methods were used to raise community awareness during the public comment period:

- E-newsletter to business and community groups;
- Dedicated project on a page on Imagine Vincent, providing opportunity to comment;
- Notices at the City's Administration Centre and Library; and
- · Notices on the City's website and social media posts.
- As well as the online survey, the following pop-up engagement sessions were held to invite the community to respond to the AMSS survey and discuss the AMSS.

Date & Time	Location
Saturday 17 April, 8am - 11am	North Perth Common, at the <u>Native Plant Sale</u>
Saturday 1 May, 11am - 12noon	Banks Reserve, Joel Terrace, East Perth - at the BBQ area next to the pavilion
Saturday 8 May, 10.30am - 12.30pm	Hawaiian's Mezz Shopping Centre, 148 Scarborough Beach Road, Mt Hawthorn
Monday 10 May, 10am - 11.30am	Beatty Park Leisure Centre, 220 Vincent Street, North Perth
Tuesday 11 May, 11am	City of Vincent Library foyer, 99 Loftus Street, Leederville

The AMSS was also included in the City of Vincent Consultation Open Day held at the City of Vincent Administration Centre on 29 May 2021.

This report provides data from the AMSS survey and responses (Part One), the written submissions received during the public comment period and responses (Part Two) and the results of the Panel workshops (Part Three). The modifications to the AMSS and Asset Management Discussion Paper are found at Appendix 1. Verbatim comments to the survey are found at Appendix 2.



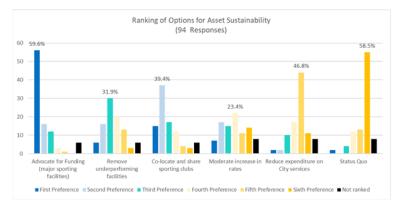
Sixth Preference

Not Ranked

Maintain status quo • The figures below provides a summary of the results received from the

consultation survey responses

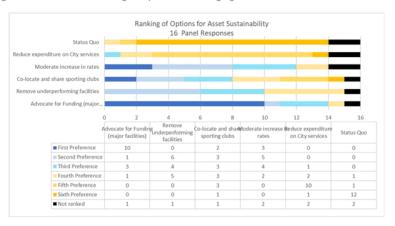
Figure 1 Ranking of Options for Managing Vincent's Assets (Panel and consultation responses combined)



4 

#### Figure 3 Panel results Ranking of Options for Managing Vincent's Assets

3



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10

The Panel survey responses to this question demonstrates some key differences from the consultation survey results, as demonstrated in Figure 3 above and Table 1 1 that provides these differences as percentages.

Table 1 Comparison of Panel and Consultation Ranking Results (majority %)
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Survey rankings (Highest %) Community Panel	Advocat e for Funding (major sporting facilities)	Remove underperf orming facilities	Co-locate and share sporting clubs	Moderate increase in rates	Reduce expenditu re on City services	Status Quo
First Preference	59% 62.5%					
Second Preference		37.5%	43.6% 18.8%	31.3%		
Third Preference		33.3%	18.8%	25%		
Fourth Preference			18.8%	25.6%		
Fifth Preference					43.6% 62.5%	
Sixth Preference						55.1% 75%

The trends and differences between the consultation responses and the Panel responses are as follows:

#### Little to no support for maintaining the status quo

The survey results demonstrate only limited acceptance for maintaining the status quo with 58.5% of overall responses ranking this option as their sixth preference - the least preferred option. The limited support is more pronounced with the Panel survey responses. Not only is this the least preferred option at 75% (see Table 1) but there are no rankings for this option in the first, second, or third preferred options (see Figure 3). This suggests that messaging from Council alongside the release of the AMSS and the Long Term Financial Plan has raised awareness about the City's current asset sustainability challenges. The workshops have also been effective in demonstrating to Panel members the liabilities involved in maintaining a status quo approach.

#### Moderate support for increase in rates strengthened after community Panel workshops

As demonstrated in Table 1, the most noticeable shift is in relation to the option to rank a 'moderate increase in rates'. The majority ranked this as their fourth preference in the consultation period. In contrast, most of the Panel participants rated this as second preference, followed by it being a third preference. None of the Panel members ranked this fifth or sixth preferred option (see Figure 3). The overall ranking for this preference, shown in Figure 1, is 23.4% nominating this as their fourth preference.

## Strong support for advocating for federal and state funding for major sporting facilities

The overall, combined responses to the survey ranked this option as their first preference (60%). The responses from the Panel was 62.5% and 59% from the consultation responses. This demonstrates clear support for future advocacy planned for Beatty Park.

## Strong to moderate support for co-location and sharing of sporting clubs

The overall results (combining consultation and Panel responses) to the AMSS survey indicate moderate to strong support for the co-location of sporting clubs with 39.4% ranking this as their second preference in the survey. The Panel results are more mixed with an even number of people choosing this as their second, third and fourth preference (see Figure 3). Workshop Three included a case study to demonstrate how co-location might work. Feedback provided at the workshop suggested that Panel members involved in sporting club activities had concerns about how co-location would impact on their club in terms of their own independent revenue raising (bar and canteen income) and potential damage to the shared asset. This demonstrates the importance of ensuring that the development of the City of Vincent Sport and Recreation Facilities Plan involves club input and transparency around decision making for rationalisation.

#### Some support for removal of underperforming facilities

The majority overall, combined responses to the survey ranked this option as their third preference (32%). The consultation results to the AMSS survey indicate moderate to strong support for the removal of underperforming facilities with 33.3% ranking this as their third preference. The Panel results showed a stronger support for this option, with 37.5% nominating this as their second preference (along with a moderate increase in rates – see Table 1). Workshop Three invited the Panel to tour Beatty Park and undertake an

assessment of the facility as representative of a large-scale asset with complex asset management considerations. Feedback provided at Workshop Two demonstrated concern about the costs associated with ageing facilities such as the Beatty Park grandstand and the results demonstrate improved support for the removal of underperforming facilities as a result of this workshopping.

#### Limited support for reducing expenditure on City services

The overall, combined responses to the survey ranked this option as their fifth preference (47%), the second least preferred after maintaining the status quo (see Figure 1). The ranking demonstrates only limited support with the option to reduce City services with the majority of responses from the Panel ranking this as their fifth preferred option at 62.5%.

The Panel responses to the survey question above demonstrate the benefits of awareness-raising and workshopping the City's asset sustainability challenges with the community. For example, once large-scale asset management complexities were assessed at Workshop Two and rates modelling was provided at Workshop Three there was improved support for a rates rise and removal of underperforming facilities in the Panel's AMSS survey responses. Details of the Panel workshops are found in Part Three of this report.

The survey also asked participants to identify what's most important when it comes to buildings in Vincent. The survey question invited participants to identify what's most important from the following options:

- high levels of service and amenity;
- historic value;
- valuing service level and historic value equally; and
- unsure or don't value either.

The overall, combined survey responses demonstrate that valuing service levels equally with historic value of a building was the most important in the rankings. When comparing the second and third responses to this question, there is a demonstrated preference for high levels of service and amenity over the historic value of a building.

#### Figure 4 Most important for community buildings in Vincent overall results

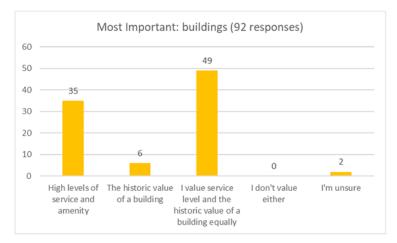
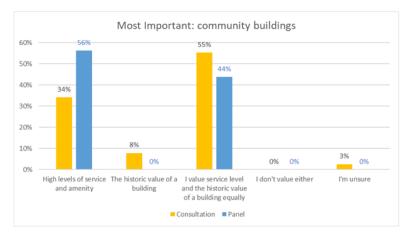


Figure 5 Most important for community buildings in Vincent Panel and consultation comparison



#### 1. Responses to the AMSS

The survey asked participants to provide comments or thoughts about the proposed draft AMSS. The responses from the consultation and Panel are summarised in the table below (a total of 94 responses)

#### Table 2 Final comments on AMSS

Themes and General Comments	Response/Action
<ol> <li>Rates Increase         Preference for higher rates than reduction in services             Support rates increase in alignment with other local governments             Do not support rate increase due to limited income      </li> <li>Suggestions for way forward         <ul> <li>Amalgamation of City of Vincent areas with City of Perth that share same postcodes</li> <li>Support reducing assets where possible and in alignment with property management framework</li> <li>Focus on services not heritage. Higher priority heritage values should be protected primarily by the State and Commonwealth</li> <li>Consider removing grandstands. Too many grandstands (Beatty Park, Litis Stadium and Leederville Oval) that will not be used to full capacity</li> <li>Consider selling off assets when there are more than one in close proximity that provide the same service (e.g. Beatty Park and Loftus Recreation Centre gyms)</li> <li>Remove playgrounds not being used e.g. Matlock St Park</li> <li>Saving money through reducing duplication, instead of having silos. For example, sharing facilities with neighbouring Councils</li> </ul> </li> <li>Suggestions way forward Beatty Park grandstand</li> <li>Consider spending resources on something other than Beatty Park grandstand (for e.g. powerlines)</li> <li>If funding for grandstand will not allow it to be used then it is</li> </ol>	<ol> <li>The City of Vincent is exploring a range of options to address its asset sustainability challenges. In June the City approved a moderate rates increase (2.4%) in the annual budget 2021/2022. The AMSS community Panel considered rate rise modelling and broadly supported a moderate to high residential rate rise for Vincent (currently ranked 6<sup>th</sup> lowest for minimum residential rates out of 29 Perth metropolitan local governments).</li> <li>The City of Vincent is exploring a range of options to address its asset sustainability challenges. This includes planning for the future of our aged assets (including grandstands), balancing protection of heritage values while maintaining quality levels of service, renew over new projects and opportunities for co-location of sporting clubs through the City of Vincent Sport and Recreation Facilities Plan.</li> <li>Responses regarding Beatty Park grandstand will be addressed through the Beatty Park 2062 Masterplan.</li> <li>Responses regarding Banks Reserve Pavilion will be addressed in the Banks Reserve Masterplan implementation.</li> <li>The City of Vincent is currently investigating opportunities on the future of this asset.</li> <li>Che City, in partnership with the relevant artists, aim to provide ongoing</li> </ol>
<ul> <li>unacceptable financial cost</li> <li>Consider removing</li> <li>A major financial drain on a small rates base. The City to consider revoking its Management Order and returning the asset to join with the VenuesWest portfolio (similar to HBF Park)</li> </ul>	bc. The City, in partnership with the relevant artists, aim to provide ongoing maintenance of its public artworks. The City will explore the formalising of asset management for this category noting that the management principles for these assets differ from traditional community assets such as buildings, roads, bridges, drainage, parks and paths.
Resources should not be put into trying to make it function as a grandstand again. It is not required - swimming competitions are now	6d. The 'Rationalisation for Asset Sustainability Section' of the AMSS has been modified as follows: 'The Plan will deliver a strategic direction for the City that

	Themes and General Comments	Response/Action
Facilitie	held at other venues around Perth. Instead, looking forward, consider what future uses would be compatible with Beatty Park. Physio and allied health services for example Consider removal of much of the grandstand, retaining just enough, such as one section or outline, to show what used to be there, while making the structure safe. Banks Reserve Pavilion Should not be removed Support its removal as per the AMSS Leederville Oval es, like Leederville Oval, which are mainly used by other organisations and two Football Clubs) should primarily be funded by those bodies, with	<ul> <li>will better accommodate sporting club growth, <u>recognise the valuable</u> <u>contribution Clubs leasing buildings make to maintenance of the assets they</u> <u>use</u>, and improve community accessibility to public open space.' (see Appendix 1 of this report)</li> <li>6e. Responses regarding bike paths will be addressed in the City of Vincent Accessible City Strategy 2020-2030 and associated plans concerning this form of transport. Dog exercise facilities will be addressed in the City of Vincent Dog Exercise Strategy. In 'The Integrated Planning and Reporting Framework' section of the AMSS, it is noted that the AMSS is informed by key guiding documents that include the Public Open Space Strategy (2018) that provides a strategic framework that guides the management, provision, use of and investment in parks, reserves and other open spaces. The AMSS is also guided by the Sustainable Environment Strategy 2019-2024 that provides a roadmap</li> </ul>
6.	t's contribution not exceeding the small proportion relating to public use <b>AMSS</b> A sensible way forward	for delivering a sustainable natural and built environment for the community. 6f.and 6g. Noted.
b. c.	A positive way forward Arts and Cultural facilities should be addressed in the AMSS The AMSS does not recognise lessee Club contributions to	7a. The aim of the AMSS is to ensure long-term asset sustainability, financial sustainability and to meet the asset sustainability ratio targets set in the Department of Local Government and Communities Asset Management Guidelines
	maintenance/capital improvement of assets Bike Paths, park facilities for dog owners, increasing natural biodiversity of parks and increasing social connectivity within parks are not mentioned in the AMSS	7b. The City remains committed to ensuring energy efficiency and appropriate waste disposal. For example, from late October 2021 The City will start moving to a three-bin service, which will include a new FOGO bin. The FOGO bin is for
f. g.	The City needs to focus on what the local community needs and uses Well thought through	food and organic waste such as fruit, vegetables, fish, garden trimmings and animal waste. 7c. One EV charging station is provided at the Avenue Car Park in Leederville.
a.	Sustainability and terminology in AMSS Use of 'sustainability' term is incorrect as this term relates to zero carbon, employment creation, local food security, transport etc.	The City is currently looking upgrading this station and providing additional EV charging facilities for its public car parks.
	There should be a focus on sustainability and energy efficiency. Waste disposal in own area-circular local economy EV charging facilities should be available	8a.b.c. Development Applications for high-density developments are required to address any parking issues that may arise from that development before approval is considered. Other parking matters are addressed as part of the aims of the City of Vincent Accessible City Strategy 2020-2030.
<b>8.</b> a.	<b>Parking Issues</b> Consider impact of potential for traffic issues brought on by high density developments in Banks Reserve area.	9a and 9b The City is committed to improving laneway accessibility with the provision of appropriate lighting and laneway art through place planning and

	Themes and General Comments	Response/Action
b.	Access and parking issues in the Cleaver Precinct	arts development projects. For example, item Action item 4.4 in the Leederville
С.	Resident parking is tricky. Use on street parking for one car. Farmer Street - no restrictions.	Town Centre Place Plan is to 'undertake a lighting audit to identify opportunities for lighting improvements'. This action refers to lighting laneways, open spaces and key walking routes to parking areas
9.	Laneways	10. In 'The Integrated Planning and Reporting Framework' section of the
	Laneways could do with more lighting	AMSS, it is noted that the AMSS is informed by key guiding documents that
b.	Love the laneway art.	include the Accessible City Strategy 2020-2030 and the Disability Access and Inclusion Plan 2017-2022 to ensure that people with disability have equity of
10.	Bicycle and Pedestrian paths	access and inclusion to services, facilities, functions and information.
a.	There are accessibility issues regarding footpaths around Vincent	
b.	Some footpath sections need an upgrade (notice when kids scooting)	11a. The City of Vincent is committed to ensuring that toilet facilities are fit-for-
		purpose and of an acceptable standard. The Capital Works Program identifies
	Other issues/general comments	renewal opportunities for these sorts of facilities. Removal of toilet facilities are
а.	Do not support removal of public toilets in parks (e.g. Birdwood Square	based on a range of factors including utilisation, fit-for-purpose considerations,
h	and Beatty Park) In general the lack of simple maintenance and care is not in alignment	vandalism costs and anti-social behaviour considerations. Before disposal, Birdwood Square and Beatty Park toilet facilities were locked for a trial to test
D.	with neighbouring shires. For example, clearing a storm water drain.	utilisation with limited comments received during this period.
c	North Perth Common – support the concept but child-friendly. More	duisation with limited comments received during this period.
0.	fencing is required, including near robots. Needs some tweaks.	11b. The City of Vincent carries out regular maintenance of our assets including
d.	Council has done a good job - catering well for children - now cater for	drains on an annual basis.
	older children	11c. Investigation into the functionality of North Perth Common is currently
e.	Great city to live in and great things happens	underway.
f.	I feel pretty lucky to live here, it's great	11d. and 11.e and 11.f. Noted.
g.	Would love to be able to use diving blocks at Beatty Park	11g. Responses regarding Beatty Park will be addressed in the Beatty Park
	Would love to see more parklets and alfresco like Spritz	2062 Masterplan.
I.	Update Eco signs and use better to communicate with community	11h. The City of Vincent is currently finalising the Vibrant Spaces policy to
J.	The playing surfaces and lights needs to be considered as assets and	increase vibrancy and support the provision of parklets in appropriate areas
	long term maintenance and rejuvenation plans created	across the City. 11i. The City of Vincent has established a yearly calendar of City messages
12	Community Engagement Panel Feedback to question	which includes the eco-signs to ensure they are utilised effectively and aren't
•	More community consultation and utilise community ability to contribute	empty for long periods of time.
	in meaningful manner	11j. Long term planning regarding lighting and playing surfaces will be
•	Better marketing to source greater community support of grant	addressed in the City of Vincent Sport and Recreation Facilities Plan.
	advocacy efforts	.,
•	It is important that a complete financial approach be taken	12. The City will continue to consult and engage with the community on how it
		is addressing its asset sustainability challenges. The AMSS will align closely
		with the Long Term Financial Plan to ensure long-term planning for its financial
		and asset sustainability.

#### 2. Asset Use and Satisfaction Levels

The survey asked participants to provide information on asset use and satisfaction for buildings, parks and playgrounds. The results indicated high satisfaction levels with parks and civic buildings in Vincent. There were moderate satisfaction levels for other building and playground assets although there was a significant representation in the 'neither satisfied nor unsatisfied' for most of the relevant categories.

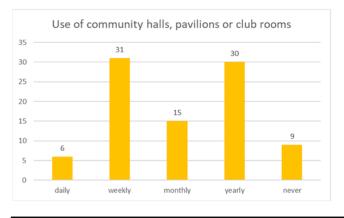
#### Buildings

The survey categorised its questions about use and satisfaction levels into three categories: buildings, parks and playgrounds. Buildings was further broken-down to reveal data regarding:

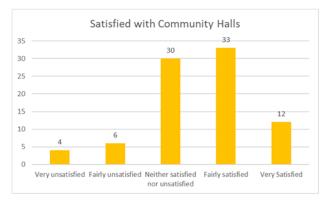
- · Use of Community halls, pavilions and club rooms;
- · Satisfaction with Community halls
- Satisfaction with club rooms and pavilions
- Satisfaction with toilet blocks
- · Satisfaction with civic buildings

The survey asked participants how often they use community halls, pavilions or club rooms in Vincent and their satisfaction regarding these facilities. The results are found in the figures below.

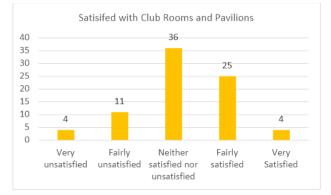
#### Figure 6 Use of community halls, pavilions and club rooms in Vincent

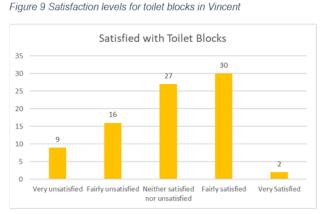


#### Figure 7 Satisfaction levels for community halls in Vincent

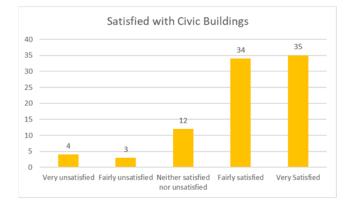


#### Figure 8 Satisfaction levels for club rooms and pavilions in Vincent





#### Figure 10 Satisfaction levels for civic buildings in Vincent



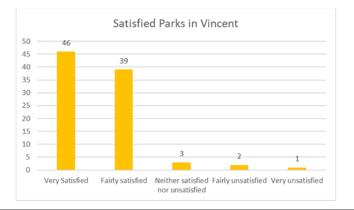
#### Parks

The survey asked participants how often they visited City of Vincent parks and their satisfaction levels with this asset. The results are found in the Figures 11 and 12.

#### Figure 11 Park visit frequency in Vincent



#### Figure 12 Satisfaction levels for parks in Vincent



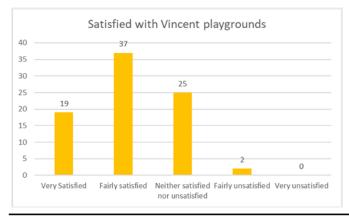
#### Playgrounds

The survey asked participants about how often they visit playgrounds and their satisfaction levels regarding this asset. The results are found in the figures below.

#### Figure 13 Playground visit frequency in Vincent



#### Figure 14 Satisfaction levels for playgrounds in Vincent

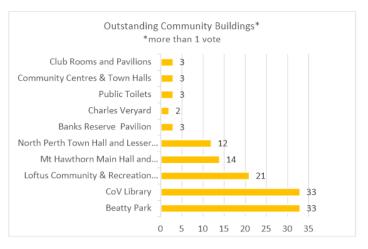


## 12

#### Buildings

The survey asked participants to nominate buildings that provide the most community value or those that they consider outstanding community buildings. Beatty Park, the City of Vincent Library specifically and the Loftus Community and Recreation Centre more broadly received the most nominations.

#### Figure 15 Outstanding community buildings in Vincent



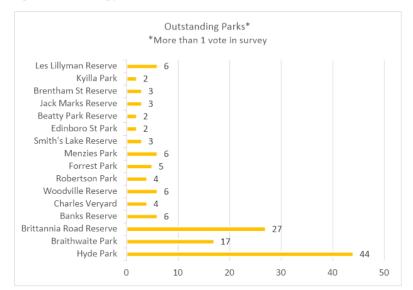
#### Other Outstanding Buildings (1 vote in survey)

- Leederville Cricket Club
- North Perth Tennis Club
- Royal Park Town Hall
- Woodville Reserve
- Litis Stadium (Velodrome Grandstand)
- Member Tennis Clubs
- Robertson Park Tennis Club
- Loton Park Tennis Club

#### Parks

The survey asked participants to nominate parks that provide the most community value or those that they consider outstanding parks. Hyde Park, Braithwaite Park and Britannia Road Reserve received the most nominations.

Figure 16 Outstanding parks in Vincent



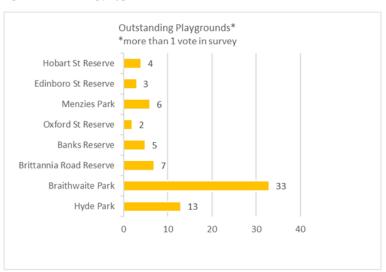
#### Other Outstanding Parks (1 vote in survey)

- Oxford St Reserve
- Stuart St Park
- Axford Park
- Matlock St Reserve
- Brigatti Gardens
- Kyilla Park
- Leake Alma Road Reserve

#### Playgrounds

The survey asked participants to nominate playgrounds that provide the most community value or those that they consider outstanding playgrounds.

Figure 17 Outstanding playgrounds in Vincent



#### Other Outstanding Playgrounds (1 vote in survey)

- Woodville Reserve
- Oxford St Reserve
- Forrest Park
- Matlock St Reserve
- Kyilla Park
- Fairfield St (Officer comment: may mean Edinboro St Reserve)
- Les Lilleyman
- Leederville Skate Park

#### 3. Assets: below acceptable standard

Buildings below an acceptable standard

The survey asked participants to nominate buildings that were considered to be below acceptable standard and not fit-for-purpose. There were varied responses to this category as summarised below.

Table 3 Buildings below acceptable standard

Themes and General Comments	Response/Action
<ul> <li>1. Public Toilets <ul> <li>Menzies toilet block</li> <li>Hyde Park toilets</li> <li>Britannia toilets</li> <li>Leederville toilet</li> <li>Kyilla Park toilet block</li> </ul> </li> </ul>	<ol> <li>The City of Vincent is committed to ensuring that toilet facilities are fit-for- purpose and of an acceptable standard. The Capital Works Program identifies renewal opportunities for these sorts of facilities. Removal of toilet facilities are based on a range of factors including utilisation, fit-for-purpose considerations, vandalism costs and anti-social behaviour considerations.</li> <li>Responses regarding Banks Reserve Pavilion will be addressed in the Banks</li> </ol>
2. Banks Reserve Pavilion Consider a picnic area than the current building Install a coffee/food van	Reserve Masterplan implementation. 3. Responses regarding Forrest Park buildings will be addressed in the City of
The City of Vincent to consider replacing this community asset as close to its original location as possible	Vincent Sport and Recreation Facilities Plan. 4. Responses regarding Robertson Park has been addressed in the recently
3. Forrest Park Croquet Club rooms are aged and not up-to-date	<ul> <li>adopted Robertson Park Development Plan.</li> <li>5. Responses regarding sporting facilities on Woodville Reserve will be addressed in the City of Vincent Sport and Recreation Facilities Plan and Woodville Reserve</li> </ul>
4. Robertson Park Tennis Courts Facilities are aged including toilets and change rooms	6. Responses regarding the Beatty Park grandstand will be addressed in the
5. Woodville Reserve Pavilion Woodville Reserve Pavilion is old and rundown Concerned by the antisocial crowd it attracts	Beatty Park 2062 Masterplan. 7. The City of Vincent is currently investigating opportunities on the future of this
Reserve used a lot every day have the potential to become a community hub 6. Beatty Park The City of Vincent is to consider yesting parts of Boatty Park back to the	asset. 8. Responses regarding sporting facilities on Woodville Reserve will be addressed
The City of Vincent is to consider vesting parts of Beatty Park back to the State Government because without ongoing external financial assistance it cannot continue to maintain them and at the same time meet its obligations to its residents	in the City of Vincent Sport and Recreation Facilities Plan and Woodville Reserve Masterplan.

<ul> <li>7. Leederville Oval</li> <li>The City to consider vesting back to the State Government if it cannot secure ongoing financial commitment from both the State Government and the WA Football Commission</li> <li>8. North Perth Tennis club and North Perth Bowls club</li> </ul>	<ul> <li>9. Robertson Park Artists Open Studio provides a range of arts studio classes and puts on regular open days. More information is found here. <u>https://www.robparkart.info/</u></li> <li>10. The City Buildings team have been notified and are available to undertake an inspection of the building to investigate any maintenance issues.</li> </ul>
<ul> <li>9. Robertson artist space. The artists in residence aren't providing the community art programs they are subsidised to provide.</li> <li>10. The Y- HQ YMCA building Leederville.</li> <li>11. Leederville Tennis Club</li> </ul>	<ul> <li>11. Fencing upgrades have been approved for the City's Capital Works Program (2021/22 update). Further responses regarding Leederville Tennis Club will be addressed in the Sport and Recreation Facilities Plan.</li> <li>12. Minor upgrades for the Hall, including carpet and blind renewal has been approved in the City's Four Year Capital Works Program (2021/22 update).</li> </ul>
12. Royal Park Hall	13. Noted.
<ul> <li>13. Loftus Centre and Administration Building <ul> <li>Library stock needs an update. Car park often full.</li> <li>City of Vincent Admin is unattractive and not in keeping with the locality</li> </ul> </li> </ul>	

#### Buildings identified for renewal or upgrade

The survey asked participants to nominate community buildings and facilities that they considered high priority for renewal up upgrade. The responses to this category are summarised below.

#### Table 4 Buildings high priority for renewal

Themes and General Comments	Response/Action
<b>1. Menzies Park</b> Upgrade Menzies Park toilet, change room facilities and develop a larger community room	1. Upgrades have been approved for Menzies Park in the Four Year Capital Works Program (2021/22 update). This will include upgrades to the toilets and change rooms. Further responses regarding Menzies Park will be addressed through the City of Vincent Sport and Recreation Facilities Plan.
<ul> <li>2. Beatty Park <ul> <li>Retain and upgrade stands so that venue can be used to host bigger events</li> <li>Demand for pools will increase with population increase in Vincent. The existing stands prevent opportunity for expansion</li> </ul> </li> </ul>	2. Responses regarding Beatty Park grandstand will be addressed in the Beatty Park Masterplan 2062. The Accessible City Strategy 2020-2030 that has deliverables aimed at improving bicycle lane accessibility and connections through objective 1.2 to 'ensure pedestrian and cycling routes (including schools) are of a high quality and safe for all users'.
<ul> <li>More bicycle lane connections</li> <li>Non-compliance areas high priority for renewal</li> </ul> 3. Leederville Toy Library	<ul><li>3. Officers will contact Leederville Toy Library to discuss this matter further.</li><li>4. The new facilities bookings team at Beatty Park are working with all current and potential hirers of facilities within Vincent to ensure they are utilising spaces appropriate to their</li></ul>
Would benefit from expansion of space as membership increases <b>4. Royal Park Hall</b> Would benefit from activation	needs. Activation of underutilised spaces will then be discussed with the City's Marketing team and promotions developed where necessary. 5. Responses regarding Banks Reserve will be addressed in the Banks Reserve Masterplan implementation.
<ul> <li>5. Banks Reserve Pavilion <ul> <li>Reconfigure to facilitate engagement with river and picnic area</li> <li>The City of Vincent to consider replacing this community</li> </ul> </li> </ul>	6. Responses regarding Woodville Reserve will be addressed in the City of Vincent Sport and Recreation Facilities Plan and Woodville Reserve Masterplan
asset as close to its original location as possible. With infill development along Joel Terrace and its surrounds important that there is local community infrastructure	7. The City is currently investigating opportunities for upgrades to this asset. An international sized futsal court is to be considered as part of a future upgrade to the facility but is not planned in the short term due to lack of available space to expand into.
6. Woodville Reserve The soccer building needs major upgrades Bowls Club	<ul> <li>8. Responses regarding Litis Stadium will be addressed in the Britannia North West Development Plan.</li> <li>9. The City has undertaken recent ungrades to this valued, heritage listed facility with the</li> </ul>
North Perth Tennis Club	9. The City has undertaken recent upgrades to this valued, heritage-listed facility with the installation of air conditioning in 2019. Further upgrades have been approved in the Capital Works Program to modernise the toilet and kitchen facilities.

7. Loftus Community and Recreation Centre	
Consider upgrades 5-10 years. Add an international-sized futsal court	10. The City of Vincent is committed to ensuring that toilet facilities are fit-for-purpose and of an acceptable standard. The Capital Works Program identifies renewal opportunities for these sorts of facilities. Responses regarding facilities at Charles Veryard will be addressed
8. Litis Stadium	in the Charles Veryard Masterplan
Upgrade change rooms and sporting facilities. Not enough toilets	
9. North Perth Town Hall	11. The Integrated Planning and Reporting Framework' section of the AMSS, it is noted that the AMSS is informed by key guiding documents that include the Accessible City Strategy 2020-2030 that has deliverables aimed at improving bicycle lane accessibility and
10. Toilets in parks	connections through objective 1.2 to 'ensure pedestrian and cycling routes (including
General comment and specific comment in relation to Charles Veryard	schools) are of a high quality and safe for all users'.
	12. Responses regarding Forrest Park buildings will be addressed in the City of Vincent
11. Bicycle lane connections	Sport and Recreation Facilities Plan.
12. Forrest Park clubhouse	

#### Underperforming buildings and facilities identified for removal

The survey asked participants to nominate buildings and facilities that were not addressing community needs and underperforming and could be removed. The summary is provided in the table below.

#### Table 5 Underperforming buildings identified for removal

Themes and General Comments	Response/Action
<ol> <li>Removal of facilities         <ul> <li>Removal of facilities is a detriment to the community</li> <li>Removal of assets not used by community that cost local government money should be removed provided there is community consultation</li> </ul> </li> <li>Re-consider City expenditure on upgrading the Floreat Athena Football Club grounds         <ul> <li>Due to City also being responsible for HBF Park and the Perth Soccer Grounds.</li> </ul> </li> </ol>	<ol> <li>Removal of facilities is only considered if the asset is below an acceptable standard and underperforming in terms of utilisation rates versus costs to maintain. Many of Vincent's significant assets are subject to master planning/development planning processes that involve some measure of consultation with the community.</li> <li>Responses regarding Litis Stadium will be addressed in the Britannia North West Development Plan.</li> <li>The City considers management of smaller parks and reserves on a case-by-case basis.</li> </ol>
3. Consider removing 'micro' playgrounds that are not used	4. Responses regarding exercise equipment will be addressed in the City of Vincent Play Space Strategy
<ul> <li>4. Not clear how often public exercise equipment is utilised</li> <li>5. Beatty Park grandstand consider removing Without significant and ongoing funding from the State or Federal Government to help in maintaining the grandstand the City should direct its very limited resources elsewhere across the community</li> <li>6. Public toilets Public toilets in parks should be provided and maintained and not removed. For example Birdwood Square</li> </ul>	<ol> <li>5. Responses regarding the Beatty Park grandstand will be addressed in the Beatty Park Masterplan 2062.</li> <li>6. The City of Vincent is committed to ensuring that toilet facilities are fit-for-purpose and of an acceptable standard. The capital works program identifies renewal opportunities for these sorts of facilities. Removal of toilet facilities are based on a range of factors including utilisation, fit-for-purpose considerations, vandalism costs and anti-social behaviour considerations. Before disposal, Birdwood Square toilet facilities were locked for a trial to test utilisation with limited comments received during this period.</li> </ol>
7. Removal of rooms and cricket pitch at Beatty Park has reduced options for the community	7. Responses regarding Beatty Park Reserve will be addressed in the City of Vincent Sport and Recreation Facilities Plan and Beatty Park Reserve and Charles Veryard Masterplan.
<ul> <li>8 Loftus Community and Recreation Centre <ul> <li>a. Loftus Centre not needed when there is already Beatty Park close</li> <li>by</li> <li>b. Outside astroturf court is not a safe surface to play on when it rains,</li> <li>can be quite dangerous. Also not consistent with the "Sports Dimensions Guide For Playing Areas"</li> </ul> </li> </ul>	8a. Noted 8b. The court is currently smaller than minimum requirements for a playing area and, being outside, is subject to the elements. The City is investigating opportunities for future modifications to accommodate international dimensions but this will depend on

9. Leederville Oval	the scale of the project and is not yet confirmed. It will be considered as part of a future upgrade to the facility.
10. North Perth Common – underutilised and not suited to purpose.	9. The City of Vincent is currently investigating opportunities on the future of this asset.
11. Royal Park Hall	10. The City is currently investigating options to better activate the space and to align
12. Halverson Hall	with the View Street carpark urban design concept.
13. Bocce Rink	11. The new facilities bookings team at Beatty Park are working with all current and potential hirers of facilities within Vincent to ensure they are utilising spaces appropriate to their needs. Activation of underutilised spaces will then be discussed with the City's
14. Banks Reserve Pavilion	Marketing team and promotions developed where necessary.
15. Woodville Reserve Pavilion	12. Noted.
	13. Any response regarding the Bocce Rink will be addressed as part of the Sport and Recreation Facilities Plan.
	14. Responses regarding Banks Reserve Pavilion will be addressed in the Banks Reserve Masterplan implementation.
	15. Responses regarding sporting facilities on Woodville Reserve will be addressed in the City of Vincent Sport and Recreation Facilities Plan and Woodville Reserve Masterplan.

#### Parks

The survey asked participants to nominate parks that were considered to be below acceptable standard. The results are summarised in the table below.

Table 6 Parks below acceptable standard

Themes and General Comments	Response/Action
1. Britannia Road Reserve Britannia Road Reserve would benefit from having less grass and be	1. Responses regarding the Britannia Road Reserve will be addressed in the Britannia North West Reserve Development Plan.
separated into specific areas Lighting at Britannia an issue	2. Responses regarding Menzies Park will be addressed through the City of Vincent Sport and Recreation Facilities Plan.
2. Menzies Park The size of Menzies Reserve oval is not adequate for football or cricket for want of some simple earthworks and relocation of the	3. Response to be addressed as part of a future Four Year Capital Works Program, the Sport and Recreation Facilities Plan and the Woodville Reserve Masterplan.
playground 3. Woodville Reserve Woodville tables need upgrading	4. The City of Vincent is investigating improvements to Axford Park. A timeline to be confirmed.
Woodville oval is in poor condition and drainage	5. Will be addressed as part of a future Four Year Capital Works Program and planning for this area.
<b>4.</b> Axford Park Axford Park has poor, undefined edge. Benefit from landscaping upgrades. The pavilion appears like an outdated piece of "victoriana" and fragments the park - suggest removing it and making the park more flexible in its use.	<ul> <li>6. Responses regarding dog walking facilities will be addressed in the City of Vincent Dog Exercise Strategy and as part of future planning for the relevant sites.</li> <li>*This dog exercise area has been addressed through the Robertson Park Development Plan.</li> </ul>
<ul> <li>Forrest Park</li> <li>Lack of path lighting (for afterhours walkers)</li> <li>No public toilets</li> </ul>	7. Responses regarding play facilities will be addressed through the City of Vincent Play Space Strategy. The City is currently investigating the provision of a kiosk at the site.
6. Dog Exercise Facilities The fenced off dog area at Woodville Reserve needs maintenance. *The Fitzgerald St park is good but there are conflicting uses within it. It's too large to be utilised just as a dog park but is unsafe for small children. The City of Vincent to consider a smaller fenced off section within the Fitzgerald St park for dogs.	8a. Since the removal of the lunchtime food service there has been a significant decrease in rough sleepers presenting at Weld Square. The City of Vincent works in collaboration with WAPOL and Outreach service providers to offer support and assistance where possible. The Rangers continue to patrol the area daily and report any issues observed to the relevant agencies.
Britannia Road Reserve should have dog exclusion zones to allow for community sports to take place without interruption	8b. The City is aware that the surface at Loton Park is uneven, mainly due to the area being used as a carpark. Annual maintenance works are undertaken to maintain the area to an acceptable standard.

used a	eptable that Jack Marks Reserve has become a park only nd useable by people with dogs. Park not fenced or provided with lighting for dog walking	Britannia Reserve and Menzies Park are infested with areas of 'Parramatta Grass' and tufted weed of which currently there is no selective herbicide available for its control. These areas are used for active Sport and maintained given budget restraints to an acceptable level for match play and training. 8c. The provision of parks is informed by the Public Open Space Strategy (2018). The City
7. HV	de Park	considers management of smaller parks and reserves on a case-by-case basis.
-	more easy access play	
	eloped with poorly served amenities	8d. Noted.
	her Comments Weld Square feels unsafe and accrues rubbish. Loton Park at HBF Park is underused and the grass is uneven Britannia Reserve, and Menzies oval playing surfaces not suitable for cricket, rugby or football due to maintenance issues.	<ul> <li>8e. The City will shortly commence consultation for landscape upgrades to this site with two (2) concept designs for consideration. A report will be provided to Council prior to December 2021 advising of the results of the consultation and providing a recommendation on which option should be implemented. This is considered a short-term solution as further investigations on the future of this site are explored.</li> <li>8f. Parking provisions will be considered as part of the broader objectives of the</li> </ul>
C.	Unacceptable to have too many parks to be maintained; for example, the View St parklet.	Accessible City Strategy 2020-2030 and related plans.
d.	Not every park space needs to have something, as long as there is good shade and close by amenities, shops or toilets available. Safety is a key thing to consider.	8g. Will be investigated as part of future planning for the area. 8h. The City aims to maintain its local reserves to an acceptable standard for the
e.	The park at 10 Monmouth St would benefit from landscape upgrades	community. Any changes to these will be considered on a case-by-case basis. Responses regarding Beatty Park Reserve will be addressed in the City of Vincent Sport
f.	The park on Edinboro Street – lack of parking	and Recreation Facilities Plan and Beatty Park Reserve and Charles Veryard Masterplan
g.	Blackford St Park, it isn't very appealing	
h.	The small local reserves are below acceptable standard Beatty park reserve is underutilised and unavailable for playing sports	8i. Nothing confirmed at this point in time. Responses regarding Les Lilleyman will be addressed in the City of Vincent Sport and Recreation Facilities Plan.
i. j.	Les Lilleyman are they removing cricket pitch Toilets needed for Hobart St park	8j. Will be addressed as part of future planning for the site.

#### Playgrounds

The survey asked participants to nominate playgrounds that were considered to be below acceptable standard. The results are summarised in the table below.

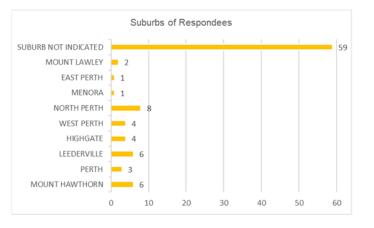
Table 7 Playgrounds below acceptable standard

Themes and General Comments	Response/Action
<b>1. Britannia Road Reserve</b> Bottom end of Britannia Reserve has many opportunities, however cost could be prohibitive, without a broad plan to	1. Responses regarding this part of the Britannia Road Reserve will be addressed in the City of Vincent Sport and Recreation Facilities Plan and future planning for the site.
activate the area	2a. Responses regarding Woodville Reserve tables and chairs will be addressed as part of a future Four Year Capital Works Program.
<ul> <li>2. Woodville Reserve</li> <li>a. Tables and chairs are old and require repair</li> <li>b. Woodville playground is aged. Equipment is basic</li> </ul>	2b. Responses regarding Woodville playground and equipment will be addressed through City of Vincent Play Space Strategy and the Woodville Reserve Masterplan.
3. Menzies Park Play equipment at Menzies would benefit from wider range of	3. Responses regarding Menzies Park will be addressed through the City of Vincent Play Space Strategy.
options across age ranges 4. Leederville Skate Park	4. Responses regarding Leederville Skate Park will be addressed in the Leederville Skate Park and Oxford St Reserve Redevelopment.
Leederville skate park needs to be updated	5. Responses regarding Robertson Park has been addressed in the recently adopted Robertson Park Development Plan.
5. Robertson Park The playground at Robertson Park is aged	6. The City of Vincent is investigating improvements to Axford Park. A timeline to be confirmed.
6. Axford Park Reserve Small and underutilised.	7a. Responses regarding outdoor exercise equipment and play facilities will be addressed in the City of Vincent Play Space Strategy.
<ol> <li>Other comments         <ul> <li>Outdoor exercise equipment requires maintenance Swings and sand plays removed and more shade needed.</li> </ul> </li> </ol>	7b. In the section 'What assets do we own?' on pg19 of the AMSS, it is noted that the City has an internal register of City land with sale and development potential and Council will consider the potential sale of lots on an ongoing basis.
An absence of 'wild play' areas for children b. Sell some land for residential development c. Playground on Matlock Street Reserve d. Blackford Street Park	7c. and d. Responses regarding play facilities will be addressed in the City of Vincent Play Space Strategy and future Four Year Capital Works Program.

#### 4. AMSS Survey Analysis

In examining the data and identifying trends, it is noted that a comparatively smaller number of responders (see Figure 18 below) indicated a suburb of residence compared with those who chose not to indicate a suburb in the survey. This means there are limitations to the ability to link a comment regarding a specific asset to the survey participant's location.

#### Figure 18 Resident suburb in Vincent



The responses to the survey have highlighted some key trends to inform how the City can address its asset sustainability objectives with the key trends as follows:

- Beatty Park as a building with outstanding value with limited to no support for maintaining the Beatty Park grandstand Comments on the grandstand was that the existing stands 'prevent opportunity for expansion' 'should not be funded if it cannot be used', is a 'major financial drain', 'should be removed' or reduced in size because swimming competitions are now held at other venues in Perth. There was also concurrently a lot of votes for Beatty Park more broadly as an outstanding facility (33 votes which is equal highest with the City of Vincent Library).
- A breadth of survey comments on buildings within the City of Vincent's asset portfolio. Support for maintenance of toilets in public parks was a key trend identified for buildings.
- High use and satisfaction with parks in Vincent with 83 out of 93 responses indicating that parks were used either daily (54) or weekly (29). Satisfaction levels indicated that a high number were 'very satisfied' or 'fairly satisfied' with parks. Hyde Park received comparatively high nominations as a park considered to have 'outstanding value' (30%).
- Most responders to the survey indicated that they never used playgrounds (35 out of 93). Of those who responded to satisfaction levels for playgrounds, Braithwaite Park received the highest vote as a playground with 'outstanding value' (40%).

The responses to the survey provide a range of views on the levels of service provided by the City of Vincent's assets.

#### Part Two - Written Submissions

Five written responses were received during consultation. Two responses related to the AMSS specifically, providing analysis of the asset management objectives and deliverables of the AMSS, including suggestions for ways forward and recognition of good work.

One submission was regarding the management of the Banks Reserve Pavilion.

Two of the five submissions were from sporting clubs (Forrest Park Croquet Club and North Perth Tennis Club) and these submissions provided a response to the AMSS specifically. One of the trends identified with the sporting club submission was a concern that the City is failing to appropriately manage smaller building assets because of a focus on the large-scale facilities such as Beatty Park and Leederville Oval. The details of the written submissions and the summary of those submission and responses are below.

	5. 'City of Vincent Asset Strategy' Written Submission 1		
	Themes and General Comments	Response/Action	
1.	Summary Comment – strong support for the proposed asset management strategy from long term Vincent resident and ratepayer with significant	1. and 2. Noted.	
	asset management experience.	3. The Implementation Plan in the AMSS includes key deliverables to provide a more detailed and targeted approach to asset sustainability for future planning	
2.	Recognition of good work - significant undertaking to produce asset pans	in the City of Vincent. This includes:	
	and strategy for such a large and diverse asset portfolio. The assets provide service ratepayers enjoy and tend to go unnoticed until they	<ul> <li>Develop an Asset Prioritisation Plan for Buildings, Transport and Recreation/Parks to allocate levels of service and provide a framework</li> </ul>	
	unexpectedly fail. Any effort to recognise and sustain value is vital.	<ul> <li>for asset sustainability and rationalisation of assets.</li> <li>Ensure participatory asset discussions by undertaking a community</li> </ul>	
	A concern that the City previously couldn't demonstrate it was investing sufficiently in the asset portfolio to sustain the assets. This piece of work is a necessary systematic approach to understand the long-term sustainability and cost of the asset portfolio. It is a first pass at understanding the asset services and value of assets to the community. The strategy will not be	focus group workshop to understand community value of assets and compare with current service level measurements (this deliverable has been completed with 3 community Panel workshops held in August 2021).	
	effective without the continued efforts of staff and the support of the elected Council even though it may not have a high community profile. It is necessary.	4. The Asset Management Plans for Buildings, Transport and Recreation/Parks are updated every three years. This will be updated to reflect the City's confirmed long-term financial planning for its asset portfolio. The long-term financial planning will also be reflected in the City's ten year Long	
3.	Encourage an approach of let's do the best we can right now and improve the details later.	Term Financial Plan reviewed annually and its operational Capital Works Program (four-year program of works) that is also reviewed annually. As noted in the 'Review and Implementation of the AMSS' section 'it is important to note	
4.	AMSS a good start but lacking sophisticated detail to be robust. Assume that the City intends to (or already has) developed and adopted comprehensive asset management plans to substantiate the Strategy and ten-year investment plans.	that the AMSS will likely not remain static. As it is reviewed, new information (for example the completed Asset Prioritisation Plan) will be included that may modify previously accepted positions.'	
6	The startesty is of particular importance to the City of Vincent that	5. Noted.	
5.	The strategy is of particular importance to the City of Vincent that owns several high value, long life and aged assets The City owns for example, Beatty Park, Litis Stadium, Leederville Oval). It also owns several bulk (network) assets such as roads, drains, parks, paths and car parks which are also of cumulative high value, long life and significant age. It is essential that the City understands responsibility, usage, benefits, costs and risks of these assets in order to manage these assets and invest wisely.	6. The vision aligns with the Strategic Community Plan priorities and demonstrates the future planning required to ensure asset sustainability. The Asset Management discussion paper that accompanies the AMSS is designed to provide 'shorter, easier and more direct phrasing' to communicate the City's asset sustainability challenges (while keeping the same vision).	
6.	Vision of the AMSS captures the key requirements of service, affordable	<ul><li>7. Agreed. The objectives have been modified to the following:</li><li>1. Having enough funds to keep our assets up-to-date;</li></ul>	
	and sustainable. Risk management is satisfactory implied. A shorter, easier	<ol> <li>Keeping our historic assets safe for use;</li> <li><i>Future p</i>lanning for <u>sustainable</u> assets; and</li> </ol>	

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ſ	and more direct phrasing catch phrase approach would be useful in promoting the message.	4. Making sure our assets meet current and emerging community needs.
	7. Objectives The objectives are suitable but somewhat confused. The objectives given are sound but might be better and more simply phrased. Objectives might be better phrased as clear Specific, Measurable, Achievable, Relevant and Time bound. (SMART objectives). For example-"City of Vincent will plan for and provide assets and asset-based services	8. In the 'Integrated planning and reporting framework' section of the AMSS, there is a table that lists the 'core strategic documents linked to the AMSS' (page 10). These include the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Public Open Space Strategy (2018) and Accessible City Strategy 2020-2030.
	that	9. Agreed. One of the key aims of the AMSS is to raise awareness of the
L	<ul> <li>Meet current and emerging community needs;</li> <li>Are up to modern;</li> </ul>	unique challenges for a moderately-sized, inner-city local government that, when compared with other metropolitan local government has lower residential
1	Are safe for use:	rates (6 <sup>th</sup> lowest out of 29 metropolitan local governments for minimum
	Are sustainable; and	residential rates for 2020/21) while also having responsibility for the upkeep of
	Are appropriately funded.	several large, historic assets.
	8. <b>Guiding and reference documents</b> the strategy correctly identifies the Strategic Community Plan as a guiding document. It would be useful if it also identified the various informing strategies such as the City Recreational Plan, transport Plan and other high and medium level planning that provide direction. These are the documents that describe in detail what is meant by	10. Agreed. In the 'What assets do we own' section of the AMSS the following has been modified to include the additional sub-section to recognise leasing arrangements (including asset management responsibilities for large assets). <u>Leasing City of Vincent Assets</u> The City of Vincent has a number of assets that it leases. These arrangements
	"community need" and "modern".	range from Best Practice long-term year leases (VenuesWest for management
	9. Concurrently the City is relatively small in terms of revenue capacity and ability to meet large unexpected capital expenditure needs. The City needs to be smarter than most other local governments in order to identify and plan for long term needs	of HBF Park) with the organisation responsible for operational maintenance of the asset, to standard commercial tenancies (10 year leases with 5+ leasing options). The Property Management Framework that was adopted by Council in November 2020, was implemented to ensure that City owned properties that are leased or licenced are managed in a consistent, fair and transparent
	10. Private versus public ownership and responsibility. The City, like most	manner. The Framework provides an equitable methodology for calculating
	local governments, owns many assets which are outsourced for	lease and licence charges for Category One and Two properties. Category
	management, maintenance or operation. The strategy should really address this and define clear roles and responsibility, including financial	Three and Four properties that are large organisations, government and commercial leases and licences are by negotiation.
	liability and risk liability. This belongs in the Asset Strategy as the City	
	needs to have a common and well-defined approach across all asset classes. The four principle roles include asset owner, asset manager, asset	11. As noted in the 'Targets' section of the AMSS 'there is no single indicator
	user (tenant/lessee) and maintenance provider.	that demonstrates a local government's financial sustainability nor does it
		necessarily mean that it is fatal if a particular local government falls below the
	11. <b>Reliance on financial data and ratios</b> . Use of the "Asset Sustainability Ratio" and "Condition Ratio" is appropriate at a high level but the City	DLGSCI's 'preferred' benchmark for that particular indicator in a single year. The City will measure and report asset management sustainability annually in
	should have regard for the limitations of these "scoring approaches" to	accordance with the IPRF and Regulation 50 of the Local Government
	performance management. In particular:	(Financial Management) Regulations 1996".

a. The ratios use financial valuation (depreciation) and investment as a proxy for asset condition and performance remains valid only if these financial assessments accurately reflect the asset portfolio. If for instance the assets are being over depreciated compared to their actual deterioration a false result will emerge.

To use these ratios the City needs to have a robust fair value valuation process that is informed by regular and quality inspections of assets.

b. Asset ratios tend to have an "averaging effect" that can hide particular issues. For example a freshly refurbished or new high value asset (Beatty Park) might obscure that the City owns multiple deteriorated buildings. The average condition ratio will be fine but having one great asset and multiple failed assets.

c. **Fixed targets for sustainability and condition ratios** do not reflect that good planning, from time to time, requires variation in investment and condition. For example a large high value asset (Beatty Park) would be expected to deteriorate and depreciate over a long period before requiring a large investment in renewal/refurbishment every few decades. This does not lend itself to a smooth distribution of investment (financial sustainability) but does require a more sophisticated approach to capital investment planning.

- 12. The Asset Sustainability ratio and setting a good target is an appropriate a good objective for network assets such as road pavements, parks, smaller buildings and similar bulk assets.
- 13. The term "renew over new" is misleading outside of the industry. It could also be constraining. Sometimes the best investment strategy is replacement because the asset is not meeting need or the cost of maintaining the old asset is too high. The sentiment and approach is sound. It might be better to rephrase using "best whole of life investment".
- 14. For consistency the City to define in the strategy the following investment tactics/definitions which lend themselves to prioritisation approach. These terms are industry standards and it would be good if the organisation could define and describe intentions for assets consistently. The particular benefit would be communicating to public and staff the medium-term future of a location (e.g. Litis stadium old toilet block to be

11a. The City of Vincent's assets are subject to regular inspections and assets are revalued every three years. As The City continues to collect data across its assets the confidence levels increases.

11b. Agreed. Alongside a staged approach to meet asset sustainability ratio targets (keeping in mind the 'averaging effect' that may arise when reviewing these calculations), the City is also implementing a range of approaches to achieve its asset sustainability goals. This includes an emphasis on renewal projects in its Capital Works Programs and, through the Asset Prioritisation Plan. As stated in the 'Rationalisation for asset sustainability' section of the AMSS, the Asset Prioritisation Plan will include the identification of key asset classes and holdings with a high level assessment of aged condition of these assets (Action Item No.2). The APP will also be informed by the Sport and Recreation Facilities Plan and a matrix of asset performance measurements including:

- · assets with high-community benefit;
- asset utilisation;
- fit-for-purpose considerations;
- · opportunities to source alternative funding opportunities; and
- future asset demand that takes into account demographics and trend analyses

11c. Agreed. The unique challenges involved with a large, deteriorating asset like Beatty Park requires targeted and detailed analysis that leads to long-term financial and asset management planning for these sorts of assets. For example, this detailed and targeted approach for Beatty Park is being addressed through Beatty Park 2062 Masterplan.

12. Noted.

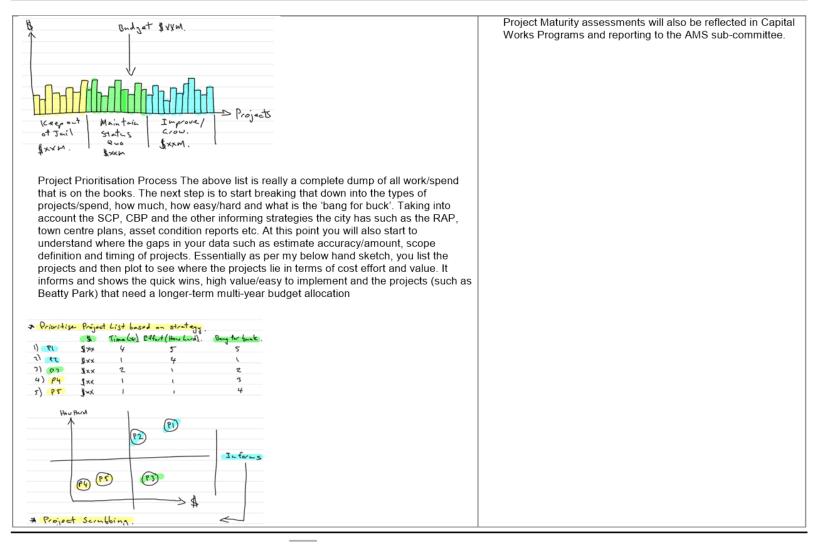
13. Agreed that 'sometimes the best investment strategy is replacement'. In the AMSS section 'Long-term financial planning for our assets' the following is noted. 'Although renew over new will be a guiding principle for asset sustainability, there may be circumstances where this is not appropriate. For example, replacement of costly, aged assets that are not fit-for-purpose with a new asset may bring improved service delivery and associated cost benefits. This will be one of the considerations in the Asset Prioritisation Plan.

14. Agreed, the AMSS will be modified to the following:

<ul> <li>disposed) so it can be included in the public perception and organisation plans</li> <li>Dispose (including demolish, sell, remove, mothball, etc)</li> <li>Operate and Maintain (including inspect, operate, maintain, service, etc)</li> <li>Asset management is a continuous process, covering the full life of an asset <u>The following are the main ways an asset is managed:</u> <ul> <li>Operate and Maintain (including inspect, operate, maintain, service, etc)</li> <li>Asset management is a continuous process, covering the full life of an asset <u>The following are the main ways an asset is managed:</u> <ul></ul></li></ul></li></ul>	
Dispose (including demolish, sell, remove, mothball, etc)     Operate and Maintain (including inspect, operate, maintain, service the	
Operate and Maintain (including inspect, operate, maintain, service, etc) <u>asset)</u>	
Renew (including rehabilitate, resurface, refurbish, etc) <u>Dispose (including demolish, sell, remove, mothball an asset)</u>	
Replace <u>Renew (including rehabilitate, resurface, refurbish the asset)</u>	
Upgrade/expand     expand     explace	
New     Upgrade/expand	
New (create an asset); and	
15. In terms of asset performance measurement it might be prudent to <u>Acquire an asset.</u>	
measure and respond to up to 4 different criteria, rather than just	
condition. I have observed that the City (wisely) makes investment The Asset Management discussion paper will be modified to the following:	
decisions on at least 4 different criteria	
Asset condition – if the asset remains in appropriate physical, aesthetic     What is asset management?	
or operating condition Asset management generally involves the day-to-day operation and	
Asset functionality – if the asset is meeting the service need,     maintenance of assets. <u>Assets can also be managed in the following ways:</u>	
community expectations, demand, utilization • <u>Dispose (including demolish, sell, remove, mothball an asset)</u>	
Asset risk – if the asset is a safety, financial, service, reputation or other <i>Renew (including rehabilitate, resurface, refurbish the asset)</i>	
risk • <u>Replace</u>	
Value for money – if the asset is providing value for money or a better <u>Upgrade/expand</u>	
option is available • <u>New (create an asset); and</u>	
16. Assets not covered. I note this strategy applies to non-current real     Acquire an asset.	
assets only. Plant & Equipment, furnishings, IT hardware, Art work, Asset management is the process of balancing the needs of the community	',
libraries, building contents, intangible assets, stock, WIP, goodwill, etc are with financial and environmental responsibilities throughout the lifetime of the	1e
not included. This is highly appropriate for an initial infrastructure strategy asset.	
15. Agreed. This criteria will be used as key principles to inform the	
development of the Asset Prioritisation Plan.	
16. Noted.	

6 'Planning Si	trategy – managing	risk' Written	Submission 2

Themes and General Comments	Response/Action
6. 'Planning Strategy – managing risk' Written Submission 2     Themes and General Comments      1. Profile and experience – postgraduate study with a focus on City of Vincent assets and experience in asset management programs.      2. Planning Strategy – Managing Risk     It all comes down to planning/managing risk and expectations and in that there are three simple guiding principles:     What keeps you out of jail.     What maintains the status quo.     What improves/develops your business.     My example I am using is the building assets in the city.      3. Planning Inputs     There are 4 inputs that inform the planning strategy above: <ul> <li>Asset current condition</li> <li>Current usage</li> <li>Current und future community need</li> <li>How much money do you have?</li> </ul> <li>Populate the Project List and Visualise         <ul> <li>The city is slightly different to a sustaining capital group in that you also have maintenance costs (opex costs). So, it may be worth including those in the list. My suggestion is to build up each of the lists separately and then combine. Maintenance, sustaining and improvement capital. From the chart at the bottom of my first page of handwritten notes you can see I put the projects and or required spend in order of the risk as I mentioned above. Each of the bars is a project or spend and the height is dollar value. The chart is populated left to right based on most risk or need at the left</li> </ul></li>	<ol> <li>Response/Action</li> <li>Noted.</li> <li>Agreed. As stated in the 'The Challenge' section of the Asset Management Discussion Paper: 'To meet this challenge, the City must strike the balance between maintaining our current portfolio and scale of ageing assets whilst meeting the needs of a growing and diverse community and a changing environment. This needs to happen within our means and be financially sustainable in the long term.' This reflects the three guiding principles stated in Submission 2 for 'Planning Strategy – Managing Risk'.</li> <li>Agreed. The four inputs identified align with the key principles identified in written submission 1 (see response 16) to inform the development of the Asset Management sub-committee reporting framework and Asset Prioritisation Plan:</li> <li>Asset condition – if the asset remains in appropriate physical, aesthetic or operating condition</li> <li>Asset functionality – if the asset is meeting the service need, community expectations, demand, utilisation</li> <li>Asset risk – if the asset is a safety, financial, service, reputation or other risk</li> <li>Value for money – if the asset is providing value for money or a better option is available</li> <li>These principles will be considered along with input 4– how mucl money do you have? to inform long-term financial planning.</li> </ol>
through to the 'nice to have projects' on the far right. Your budget can then be placed on the spreadsheet as a slider and you can make it movable so you can see what happens if you change the budget, you change the risk and it's very easy to see what that does to your portfolio. If you build the spreadsheet up from the three project type streams (Operational, sustaining and improve) capital, you can also turn them on and off to compare your priorities across the spend types. That can help with budget allocations.	4. Noted. As stated in 'Things to Consider' in this submission (no.2). The City undertakes an annual review of its works program and where possible prioritises 'low cost, high value' work. The City is currently reviewing and mapping all of its processes and the suggested methodology proposed in this submission and this will be included as modelling to inform asset management reporting to the AMS sub-committee (see 'Governance and Management Arrangements' section of the AMSS).



Project Maturity Assessn
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Based on the identified projects above, conduct a project maturity assessment based on current information/project development stage. As an example, if a particular project such as a building upgrade is only currently an idea and there is just ballpark costs etc, it is unlikely you could get it implemented in the current financial year, so it gets planned into the following years. Project maturity assessments would be different for the city as opposed to a mining company, but the concepts remain relatively similar. The maturity assessments drive the project priorities to an extent based on what is achievable spend for the size of your budget and the resources you have available to execute. James mentioned he has a team of three plus himself. Future Planning With all the data and priorities that have been identified, it is now a process of building up what the longer-term plans look like. The idea here is to get a forward look ahead so that planning for next year's projects can commence. The idea within Rio was that any project that didn't have at least order of magnitude costs, scope and schedule developed was pushed out to the following year/s

#### **Future Planning**

With all the data and priorities that have been identified, it is now a process of building up what the longer-term plans look like. The idea here is to get a forward look ahead so that planning for next year's projects can commence. The idea within Rio was that any project that didn't have at least order of magnitude costs, scope and schedule developed was pushed out to the following year/s.

Have a long-term plan for the high cost, hard to do projects. Find the synergies across projects and develop programs of work to create cost efficiencies.

7	7. North Perth Tennis Club Written Submission 3			
	Themes and General Comments	Response/Action		
1.	<b>Distortion in figures</b> – There is a clear distortion in the document due to the significant capital works (& ongoing annual maintenance requirements) attributable to large buildings with heritage value that will not benefit the wider community residents of COV generally – namely Beatty Park and Leederville Oval buildings. In part this seems to be acknowledged, however there is no reference to the current % of usage of these assets by COV residents. Overall these two buildings plus the other "big four" assets noted in the AMSS, result in a poor basis for analysis of other more "general use" community assets of COV.	1. Noted. As stated in the 'Rationalisation for asset sustainability' section of the AMSS, the Asset Prioritisation Plan will include a matrix of asset performance measurements including prioritisation of assets with high- community benefit and utilisation. The APP will also be informed by the Sport and Recreation Facilities that caters for clubs future growth and identifies assets which are no longer required. These key pieces of work will provide more detailed utilisation rates across the City to better understand how both large-scale and small-scale assets are being used.		
2.	<b>Incorrect and misleading reference</b> - On page 11 of the AMSS (under the Key Statistics section) there is an incorrect and misleading reference to the number of tennis courts in COV. There are only three membership based tennis clubs (Leederville, Loton Park & North Perth with 32 courts) and then the public use facility at Robertson Park with 32 courts (and further reducing with additional alternate sports infrastructure (netball and Skate Park) planned for there). So currently a total of 64 (not 68) courts – 36 grass courts and 28 hardcourts.	<ul> <li>2. It is confirmed that Robertson Park currently has 36 courts leading to a Total of 68 tennis court in the City of Vincent.</li> <li>3. Parking has been addressed through the Robertson Park Development Plan (adopted at Ordinary Council Meeting on 14 September 2021).</li> <li>4. The sentence has been modified to demonstrate that this is providing an example of different asset service needs of population groups within Vincent. It now reads:</li> </ul>		
3.	Significant parking issues associated with Robertson Park that seems to not be addressed in the AMSS.	For example, the City's <u>senior residents</u> may require different facilities than its young people, families or couples without dependents.		
4.	The demographic analysis comments appear flawed as implying an "aging population" position in the future, which we refute and is a counter-intuitive assumption based upon the obvious young families flocking to COV. Additionally, there are clear pressures on all the primary schools in the COV boundaries with increased State Govt. expenditure on capital works, as evidenced at Kyilla Primary school for example. So the comment on page 6 of the AMSS – "For example, the ageing population may require different facilities than youth, families and couples" is totally incorrect. In fact the demands from young families and renters in the COV is increasing the needs for appropriate sporting & other facilities looking into the next ten years timeframe.	<ul> <li>Additionally, as stated in the 'Demographic Forecasting' section of the AMSS 'A forecast of households types, shows a significant increase in lone person households by 2036 (a change of +3,517) and a moderate increase in couples with dependents (+1,156) and couples without dependents as well (+1,929)' followed by a graphic demonstrating the forecasted demographic change. As per Objective 4 of the AMSS 'Making sure we have the assets we need now and in the future' the aim of asset management is to ensure Vincent's assets address the service needs of its residents and respond to any demographic changes as part its long term planning.</li> <li>5. As stated in the 'Rationalisation for Asset Sustainability' section of the AMSS - the condition of an assets was one consideration of the 2018</li> </ul>		
5.	Buildings Condition Audit for North Perth Tennis Club and Bowling & Recreation Centre. In the "Rationalisation for Asset Sustainability" section of the AMSS, there is reference to three properties where the table heading –	<ul> <li>Amiss - the condition of an assets was one consideration of the 2018 buildings condition audit that also provided:</li> <li>an overview of the City's buildings</li> <li>their purpose</li> </ul>		

	"Asset Options" concludes that all three buildings – 2 being ablutions blocks and the other is incorrectly described as "North Perth Tennis Club Bowling & Recreation" (they are two separate & distinct properties)– are rated as "demolish/redevelop". This assessment makes no sense for the given the non- ablution building is currently assessed as being in a "reasonable condition". Also the significant costs of demolition are not included as an important factor versus usage and annual maintenance costs. Also sporting facilities generally for Clubs are subject to lease agreements that place most of the maintenance/insurance costs on the lessee – thus minimising the costs of upkeep on the COV.	<ul> <li>utilisation rates <ul> <li>a general description of condition,</li> <li>information on the associated cost of each building (both capital and operational); and</li> <li>a comment on Community Needs Assessment.</li> </ul> </li> <li>The approach for this asset will now be addressed in the City of Vincent Sport and Recreation Facilities Plan and Woodville Reserve Masterplan</li> <li>6. Multi-use of leased facilities is an outcome supported through the City of Vincent Property Management Framework.</li> </ul>
6.	The AMSS fails to recognise the usage of building facilities by other resident groups in the COV.	

	8. Forrest Park Croquet Club Written Submission 4			
	Themes and General Comments	Response/Action		
2		Response/Action         1. The 'Rationalisation for Asset Sustainability Section' of the AMSS has been modified as follows: 'The [Sport and Recreation Facilities] Plan will deliver a strategic direction for the City that will better accommodate sporting club growth, recognise the valuable contribution Clubs leasing buildings make to maintenance of the assets they use, and improve community accessibility to public open space.         2a. The City has recently met with the Club to discuss maintenance issues and has implemented some minor upgrades.         2b. As stated in the overview section of the AMSS, the challenge for the City is to 'strike the balance between maintaining our current portfolio and scale of ageing assets whilst meeting the needs of a growing and diverse community'. This includes management of smaller-scale building facilities. Through the following AMSS objectives the City aims to achieve this balance:         Having enough funds to keep our assets up-to-date – ensuring there is a focus on renew over new and ensure there is enough renewal funding put aside each year for use across the asset portfolio.         Keeping our historical assets safe for use – acknowledging the unique challenges of management of large-scale, historic assets means this issue needs to includes advocating to federal and State governments to provide support for the City's assets as well as sourcing other alternative funding contributions and looking at a range of options through the Beatty Park Masterplan and other master planning projects for these sorts of assets. The City of Vincent has several master plans and development plans that are proposed to be implemented over the course of the AMSS (ten years). Historically, the actions within these master plans and development plans that are proposed to be implemented over the course of the AMSS (ten ye		

clubs future growth and identifies assets which are no longer required. This will ensure more transparency in the undertaking of works across the City.
3. and 4. Noted. The City has recently visited with the Club to discuss maintenance issues and ways forward. This has resulted in minor upgrades to the building along with a successful grant leading to floodlighting for the Park. The City is committed to continuing this positive communication. Further responses regarding Forrest Park buildings will be addressed in the City of Vincent Sport and Recreation Facilities Plan.

Themes and General Comments	Response/Action
<ol> <li>Utilisation of Banks Reserve Pavilion         <ul> <li>History of. Over the years, the Pavilion has been used for family events and social gatherings as well as for a range of workshops and meetings hosted by various NGOs that we have been involved with over the last few decades.</li> <li>Utilisation rates do not reflect number of unsuccessful inquiries to hire the Pavilion Told that usage had gone down in recent years but if there is no record of the number of unsuccessful inquiries to hire the Hall, then this argument is skewed. It also does not take into account the impact on the local community of being denied access to the Hall given the Council's decision to support – and benefit from - commercial interests at \$2K/week. Therefore the City is responsible for the decrease in the Hall's usage.</li> <li>Impact of removal of Pavilion on community: The Council must also take responsibility for impact of the Hall's closure on the numerous residents, especially the elderly, who had attended the regular yoga classes.</li> <li>Area unique for lack of accessible access to facilities – commercial or community – of any nature.</li> </ul> </li> <li>Upgrade and Maintenance of the Hall         <ul> <li>Comparatively minor amount to repair Pavilion. \$650K was quoted as the cost required to have the Hall made usable again. This is a relatively small amount of money in the Council's budget especially considering how much is being allocated to sporting facilities across the City – facilities like Beatty Park that are arguably used by as many non-rate payers as local residents. Given this, surely the state government has a significant funding responsibility for such facilities.</li> <ul> <li>Opportunity to build co-management and co-design arrangement with the community</li> </ul> </ul></li> </ol>	<ul> <li>Summary response for Submission 5. The development of the Banks Reserve Masterplan involved an extensive public consultation process prito its adoption by Council. There will be further community engagement as part of the detailed design process for the proposed Banks Reserve Plaze The details of the consultation are provided in the 27 July 2021 Ordinary Council Meeting (OCM) report where Council provided a response to a petition received opposing the demolition of the Pavilion. See here</li> <li>1. Administration assessed current Pavilion utilisation (2018 data provided in OCM report 27 July 2021). While the facility occupancy rate is quite hig this is primarily due to the existing Kiddies Learning Hub Pty Ltd Licence Agreement that expires on 28 June 2019. Facility occupancy is significant lower when Kiddies Learning Hub usage is excluded. Total Usage Hours (including Kiddies Learning Hub Occupancy Rate Total Usage Hours (excluding Kiddies Learning Hub Occupancy Rate Z,427.5 43% 447.5 8%</li> <li>Any unsuccessful enquiries made to book the Pavilion in recent years hav not been recorded, and have not been able to be considered as part of the broader utilisation rates and consultation feedback on the Pavilion.</li> <li>To meet the community needs for the space, a scenario under consideration is the inclusion of a meeting space in the future Plaza area which is currently a high level concept and subject to further detailed design work. This proposal is in line with the Masterplan.</li> <li>While the Pavilion has been assessed as being in 'fair' condition it does not meet current accessibility and public building standards. Many of the building components are rapidly nearing end of life with required works to bring the Pavilion up to a reasonable standard being extensive and costly Approximately \$35,000 is spent per annum on building maintenance but this does not address the current accessibility or public building</li> </ul>
<b>3. Previous community consultation</b> We understand how difficult it must be to canvas options, receive feedback and to consider individual preferences for the future of the City's built each, cancel who who would be most directly.	deficiencies. It is anticipated that these building maintenance costs will continue to increase over time as the building components reach end of lif
future of the City's built assets, especially by those who would be most directly affected by any significant change. It would be safe to say however that the majority (if not all) of those present at the meeting [Banks Reserve Pavilion Q&A on 1 May 2021] would have contributed to the community consultation and added	3. The development of the Banks Reserve Masterplan involved an extensive public consultation process prior to its adoption by Council. The City's Corporate Business Plan 2017/18 – 2020/21 included an action to

when the Council's decision to demolish the Hall is clearly contrary to our stated	prepare a Masterplan for Banks Reserve. The draft Banks Reserve Masterplan was prepared based upon extensive community and
	stakeholder consultation – the details can be found here.
Insensitive works undertaken at Banks Reserve This is in addition to other extremely insensitive works already undertaken by the Council in Banks Reserve	There were two rounds of advertising of the Masterplan for comment in
	2018 and 2019. 54 comments were received across both consultations.
5	with 31 in support, 12 opposed and 11 unsure.
•	From 14 April 2021, residents were invited to a Q&A session on site on 1
e, ,	May 2021 about the future of Banks Reserve which was attended by the
river access routes making it impossible to wear bear feet, or have	Mayor, Deputy Member, Elected Members and City staff. The meeting also coincided with a pop up community engagement event on the City's draft AMSS.
<ul> <li>d The placement of an ugly bin-shed in the prime view-line of the river from the carpark;</li> <li>e The closure of two jetties with no notice to residents and for no</li> </ul>	4a. The public toilets within the pavilion building were non-compliant in respect of universal access and prone to on-going and extensive vandalism and anti-social behaviour. To make them compliant and to maintain them to
	an appropriate standard, and level of service, would have far exceed the cost of the modular toilet since installed in their place.
area which serves locals as well as numerous people from out of the area pretty much every day. This area has been sensitively designed to create a perfect boulevard among the beautiful mature trees and along the now lush and lovely regenerated creek banks.	4b. The Sheoaks trees removed were Casuarina glauca - a non-native weedy species which if left uncontrolled, can take over naturally vegetated areas. Prior to having these trees removed, the City obtained a permit from the Department of Biodiversity, Conservation and Attractions to undertake the works. All specimens removed were first identified by a qualified botanist to ensure no native Casuarinas species were removed.
contrary, it would seem sensible to add value to the play area and to use the Hall to offer more support and opportunities to families and others who gather, pass by or come for the occasion; a kid's art class, a cup of coffee, a death café, a book club, a choir, a men's shed, a bake-off, a family birthday, a clothes swap, dancing (lots of dancing!), board games, a chess club, a yoga class,and so the list goes on.	4c. These works were undertaken as part of the City's Ecozoning program. Due to the presence of large mature trees in the area, it was not possible to maintain turf in these areas so it was decided to convert areas to native garden with mulch. Areas of gravel were incorporated into the design to provide access to the picnic tables (accessible for wheel chair access). Long term, the mulched native gardens and gravel areas reduce water usage and maintenance requirements whilst increasing biodiversity and native habitat in the area.
Reverse decision to demolish Pavilion A major function of local government	4d. The City is planning the removal of the bin-shed.
activities that contribute to that end. As local residents, it is difficult to see how the demolition of our only community building fits into the City of Vincent's responsibility.	4e. The jetties were assessed by an independent marine engineering consultant as being in poor condition and as such supporting their continued use was not a risk the City was prepared to accept. In regards the concrete jetty near the Old East Perth Power Station, Development WA

redevelopment project and are considering options to either restore the existing jetty or build a new one to accommodate future ferry services.
4f. Once the building was considered no longer fit-for-purpose and the services disconnected the City had a duty of care to ensure that it was secured.
5. Noted
6. The development of the Banks Reserve Masterplan involved an extensive public consultation and the future Plaza area has been endorsed in the Masterplan.
<ul> <li>7. Further work was has been carried out since April 2021 to investigate options for maintaining a community facility in some form on the site. Three scenarios were considered the final scenario considered was the inclusion of a meeting space in the future Plaza area which is currently a high level concept and subject to further detailed design work. This proposal is in line with the Masterplan. On 27 July Ordinary Council Meeting the following recommendation was endorsed by Council. It was noted: <ul> <li>that the demolition of the pavilion is a project that is scheduled to occur in 2021; and</li> <li>that the provision of a community meeting space will be considered as part of the detailed design of the proposed Banks Reserve Plaza</li> </ul> </li> </ul>

#### Part Three – Community Panel Workshops

Following the 15 December 2020 Ordinary Meeting that endorsed the AMSS Communication Plan the City recruited the Panel to participate in workshops focused on the AMSS. Element Advisory was appointed to independently facilitate the three workshops. The Panel is designed to include participants from across the City's demographic spectrum and 180 applicants were invited to participate with 40 accepting the invitation. The role of the Panel is advisory with the aim of facilitating input into decision-making on a range of Vincent projects. The AMSS was the first project the Panel have been asked to workshop. The Panel workshops were held in the month of August 2021. The major activities and outcomes are summarised below.

#### 10. Workshop One outcomes

Where and When: Tuesday, 3 August 2021 from 6pm-7:30pm at the Loftus Community Centre.

Attendance: 41 Panel members.

**Purpose**: establishing the Panel, introductions and expectations of the Panel's ongoing participation. An overview of asset management principles and the AMSS was presented at the workshop.

The Panel members met for the first time at Workshop One. The Panel participated in collaborative activities and there were ground rules established regarding etiquette and agreement reaching.

The Panel was then provided an overview of asset management at the City of Vincent and the AMSS specifically. Below is a table summarising the responses from the Panel on their participation in the project.

Table 8 Motivations and expectations of Panel workshops

What motivated you to join the Panel?	What does agreement look like to you?	What etiquette ground rules should we establish for the Panel?
<ul> <li>Belief in in participating at a local level</li> <li>Viewing social media communications, wanting to represent my suburb in discussion</li> <li>Understanding how consultation informs City decisions</li> <li>Active citizenship is important</li> <li>Opportunity for collaboration with my neighbours and community members</li> <li>To have a voice for future planning in Vincent</li> <li>Bring a different perspective to the Panel</li> <li>To improve living in Vincent</li> <li>Wanting to be part of the solutions</li> </ul>	<ul> <li>Majority rules and consensus making</li> <li>Timeframes are important</li> <li>Identify issues that can't be resolved and park them if need be</li> <li>Have a pragmatic approach.</li> <li>Ensure all participants feel heard</li> <li>Declare conflicts and identity biases</li> <li>Incremental decision making</li> <li>Making informed decisions</li> </ul>	<ul> <li>Keeping discussions on track</li> <li>Using simple, accessible language that avoids jargon</li> <li>Positive, respectful interactions</li> <li>Allow space for individual opinions</li> </ul>

Image 1 Workshop One Panel attendees

#### ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY CONSULTATION SUMMARY



#### 11. Workshop Two outcomes

**Where and When**: Wednesday, 18 August 2021 from 5.30 – 7pm at Beatty Park to view recent maintenance and upgrades to the facility. This was followed by a workshop at the Function Room in the Administration Building.

Attendance: 28 Panel members

**Purpose**: to understand asset management complexities by focusing on two case studies: firstly a large-scale asset (Beatty Park) and, secondly, a small-scale asset (Leederville Toilet Block).

Workshop Two involved the assessment and workshopping of the following key issues:

- Understanding the complexities and considerations in managing a large-scale asset and a small-scale asset
- Exploring the AMSS objectives to identify the relative weighting of those objectives (what the Panel valued the most)
- Providing high-level explanation of the decisions the City is having to make around assets or service trade-offs (theoretical only)
- Introducing financial considerations for the next workshops

The first part of Workshop Two was a tour of the Beatty Park facility as an example of a large-scale asset that the City manages. The tour showcased recent upgrades to Beatty Park including maintenance works to the indoor swimming pool, upgrades to the change rooms and toilet facilities, and inground services to Beatty Park. This gave Panel members an appreciation of what goes into the running and upkeep of such a large asset within the City.

Image 2 Workshop Two tour of Beatty Park



The second part of Workshop Two involved intensive workshopping of the key asset sustainability issues. Firstly, the Panel were taken through an understanding of the different types of asset management activities including the following asset condition grading.

#### Table 9 Asset condition grading

Condition Grading	Description of Condition
1	Excellent: only planned maintenance required
2	Good: minor maintenance required plus planned maintenance
3	Fair: significant maintenance required
4	Poor: significant renewal/rehabilitation required
5	Very poor: physically unsound and/or beyond rehabilitation

The workshop also explained levels of service that can relates either to the physical performance of an asset or the customer expectation and satisfaction of the asset. Levels of service can be multiple faceted: customer satisfaction, environmental requirements and legal requirements.

#### Small-scale and Large-scale asset case study assessments

Along with Beatty Park, as a case study for a large-scale asset was the Leederville (Avenue Carpark) toilet as a small-scale example. The Panel were asked to determine if the asset should be considered for renewal or replacement by using the following criteria:

- Condition rating (score out of 5 with 5 being very poor)
- Customer satisfaction LOS (score out of 5 which 5 being very poor satisfaction)
- Consider other user groups if asset is removed (score out of 5 with 5 indicating high impact)

Overall, the Leederville Toilet Blocks were rated poorly, however Panel members were considerate of all user-groups of the asset, which made determining a score a complex process. The results and comments are summarised below.

Image 3 small-scale asset case study (noting this was assessed as an example only and Panel results did not inform future of this asset)



Table 10 Small-Scale Asset Case Study - Leederville Toilet Block

Condition Grading Average	Customer Satisfaction Average	Impact on user group if removed	Comments
Poor: 3.4	Poor: 3.9	Moderate Impact 3.8	<ul> <li>Removal would be devastating for some groups, particularly the homeless</li> <li>Need to identify utilisation rates before removal</li> <li>Significant maintenance required</li> <li>Could be co-located with another facility nearby for passive surveillance</li> <li>Structurally sound but cleanliness an issue</li> </ul>

This workshopping exercise led to an increased awareness of the costimpacts of vandalism on these types of assets and its tendency to attract antisocial behaviour. There was discussion on how to reduce ongoing asset maintenance/repair costs through various strategies such as homeless support or replacing the asset with an Exeloo toilet.

The same worksheet and activity was undertaken for the large-scale asset, Beatty Park. The asset was rated high by the Panel. However, it was noted by the Panel that it was challenging to rate this asset due to its different functions and the aged components that needed costly renewal investment.

#### Table 11 Large-Scale Asset Case Study - Beatty Park

Condition Grading Average	Customer Satisfaction Average	Impact on user group if removed	Comments
Good: 2.7	High: 1.1	High Impact 5	<ul> <li>1/5 new, 2/5 old room, 4/5 grandstand</li> <li>If the grandstand was separate then the score outcome would be different asset</li> <li>5 for modern facility - 1/2 for heritage grandstand</li> <li>Plenty of use of facilities and happy customers</li> <li>Well used - great services to users</li> <li>Free parking</li> <li>Variety of services - Olympic sized pool highly valued</li> <li>Heated pools &amp; childrens' pools</li> </ul>

There was recognition of the complexities of managing large-scale assets as demonstrated in the comments provided for this exercise, noting the grandstand as an issue for overall scoring of the asset.

#### Weighting the AMSS Objectives

Panel members were asked to rate the AMSS objectives to get an understanding of which objectives were more important to them. The objectives were modified slightly for the purpose of the exercise, the results are below.

#### Table 12 Weighting of Objectives (modified AMSS objectives)

Objective	Weighting
1. Do we have enough funds to keep our asset	39%
up to date? (Objective 1 in AMSS)	
2. Has it got historical value and is it safe for	13%
use? (Objective 2 in AMSS)	
3. Is this a high-priority asset for the City's	24%
population? (Objective 4 in AMSS)	
4. Will this asset meet the needs of the future	25%
population? (Objective 4 in AMSS)	

Overall, the Panel rated Objective 1: Do we have enough funds to keep our asset up to date? As the most important with a weighting of 46 (39%).

#### 12. Workshop Three outcomes

**Where and When:** Wednesday 25 August from 5.30 – 8.30pm at the Function Room in the Administration Building.

Attendance: 17 Panel members.

**Purpose**: to explore options for asset funding, prioritisation and trade-offs to reach sustainability for asset management.

The workshop was opened by Mayor Cole who thanked Panel members for their contribution. There were different levels of rate rises modelled for the Panel to understand what they would be willing to support. The group was then asked to discuss other approaches for asset sustainability (reflected in the AMSS survey questions) including co-location of sporting clubs, removal of underperforming assets and reduction in services. Sixteen of the Panel members then completed the AMSS survey.

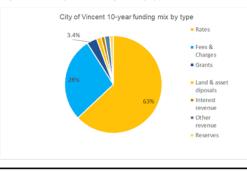
#### Rates Comparisons and Modelling

The Panel was provided with details on how Vincent's rates compare with other local governments, noting that it is currently ranked sixth lowest among 29 local governments for its minimum residential rates (see Figure 21) and 1/3 of Vincent's residential rate payers are on the minimum residential rate (Figure 19).

#### Figure 19 Residential property rate payers: number and amount paid



#### Figure 20 Ten year funding mix by type



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#### Figure 21 Comparing Vincent's average ratepayer with other councils

R	ate Payable i	if GRV is \$17,16	0, p	olus Waste an	d S	Security Charg	es	(2020)	
Local Government Authority	Rate in the Dollar	Minimum Rate	v	Vaste Charge	S	ecurity Charge	Т	otal 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

It was explained to the Panel the respective contributions of the various funding sources to the total funding mix over the ten-year period covered by the Long Term Financial Plan (see Figure 20).

The figure indicates that most of the City's revenue is generated by rates followed by fees and charges and then grants (3.4%). Over the life of the LTFP, the funds will be applied towards meeting the costs of operational service delivery as well as expenditure on infrastructure renewals, debt servicing and replenishing Reserves. The proposed expenditure program was then demonstrated to the Panel, reflecting approximately 76% being applied to operational expenditure, 11% on infrastructure maintenance and renewals and 9% for property, plant and equipment.

The Panel was also provided with rates rise modelling to demonstrate how a high rate rise would look for the rate payer and the revenue it would generate.

#### Figure 22 Rates Rise Modelling (example only)

16.75%	Rates rise increase to move from sixth lowest to the middle of the rates league table (see Figure 21 above)
+\$4.7M	
City Rates	Additional City revenue generated from rates rise
Revenue	
+\$192	
Per year	Average Detensiver increase
+\$3.70	Average Ratepayer increase
Per week	

After receiving the overview of how rates work along with modelling on a rate rise and where the City sits in relation to other metropolitan councils in terms of how it collects rates, Panel members were asked to complete the first activity of the workshop. The Panel was asked to address an appetite for rate rises and the range that would be acceptable.

Overall, Panel members believed a moderate to high rate rise was preferable as they understood it was needed to achieve asset sustainability. The group raised a key concern that the broader community wouldn't be likely to accept a rate rise of 2.5% to 10% unless there were effective and clear communications around it including:

- What the percentage equates to in dollar terms (e.g. \$50 increase per month)
- · Why the rate rise is needed
- Information around current asset unsustainability
- What the City of Vincent charges in context to other local councils for perspective

It was also important to the Panel to understand where the funding would be allocated and the Panel broadly supported marketing and community engagement investment so that they could know more about the issues and would be able to support any hard decisions.

#### Levels of Service and Trade-Offs

The Panel were presented with information about the City's levels of services and which ones are required by legislation. The feedback was that externalfacing services delivered to customers are important and bureaucratic services and administration should be cut and be transparent to justify the spending.

A summary of written comments provided by the Panel included:

- Aged care and community care is needed, even though it is not currently provided
- Generally, services delivered to customers are important, bureaucratic services don't seem as important (should be cut). City needs to communicate how efficient they are regarding bureaucratic services and administration – be transparent to justify the spending
- Increase marketing and community engagement generally therefore community will make better, more informed decision

#### Co-location of sporting clubs case study

Another Panel activity was understanding how co-location of facilities for Vincent's sporting clubs could be applied. Co-location and sharing of facilities for sporting clubs received the second preference in the ranking of options for asset sustainability in the AMSS survey (see Part One of this report). A presentation was given to provide context on the current Sporting and Recreation Facilities Plan under development as well with Woodville Reserve as the case study. The Panel were then asked the following question: Thinking about co-located facilities, what are three positives and three concerns? The results are summarised in the table below.

Figure 23 Positives and concerns about sporting club co-location

Positives	Concerns
Local sporting clubs have a positive community impact	Conflicts with scheduling and use of shared spaces
Will lead to increased utilisation of sporting clubs	May lead to loss of green space as it is sold off (officer's comment – this is not the intention of the Sport and Recreation Facilities Plan. The provision of public open space is supported through the City of Vincent Public Open Space Strategy 2018).
More funding opportunities for multipurpose facilities	Facilities may be too generic and don't provide services for each club's needs.
Cheaper running costs for clubs and the City	Loss of income/revenue for club and loss of identity
Better quality of facility available for community use	Community and volunteer loss
Reduced environmental impact	Sponsorship loss due to competing branding

The results and comments regarding co-location demonstrates the importance of meaningful community consultation during the development of the Sport and Recreation Facilities Plan. This will be facilitated through the recently adopted City of Vincent 'Community and Stakeholder Engagement Framework'.

## Ranking three major asset classes.

The Panel were invited to provide an importance rank of the City's three major asset classes (transport, recreation / parks, and buildings). Panel members rated buildings as the most important asset, just slightly higher than recreation and parks. Transport was seen as the least important asset class. Some of the comments are summarised in Table 13.

Table 13 Ranking Three Major Asset Classes

Three Asset Classes	Reasons for ranking
Transport (third in	Needing to get from A to B on a daily basis
rankings)	Road / rail / cycling / pathways
	Keen to discourage car use
	More 'active' usage and public transport
	State pays majority of works
Recreation/parks	Oxygenation
(middle ranking)	Enjoyment
	Recreation
	Mental health
	Use of park is high
	Appreciation of green space
	Comes with community infrastructure that is
	accessible,
	builds community culture, universal access, better
	health
	outcomes
Buildings (first in	Living
rankings)	Entertainment / relaxation / shopping
- /	Education
	Exercise
	Buildings won't be used by all
	But some buildings are part of character/history
	More costly to run
	More non-Vincent residents using the facility

To conclude the final workshop, the Panel members were invited to complete the AMSS survey and the results of those responses are found in Part one of this report.

#### 13. AMSS Panel analysis

The Panel responses have clearly demonstrated the benefits of awareness-raising and workshopping the City's asset sustainability challenges with the community. For example, once large-scale asset management complexities were assessed at Workshop Two and rates modelling was provided at Workshop Three there was improved support for a rates rise and removal of underperforming facilities. Some of the key findings from the workshops are as follows

Panel key findings	Officer response
Answering and scoring the asset management criteria is significantly impacted by utilisation and the groups impacted by its potential removal. Understanding who the stakeholders are is important to the process.	This is aligned with the AMSS objective four: Making sure we have the assets we need now and in the future.
Check back to the Strategic Community Plan to make decisions and align with vision and objectives	The SCP is a key informing document for the development of the AMSS with key principles from the SCP identified in the section 'Integrated planning and reporting framework'.
Need to make the distinction between data and consultation – data can help to inform feedback.	One of the key deliverables identified in the implementation of the AMSS is 'work towards best practice in asset management through continuous improvement in asset management processes, capability and maturity' and this will be addressed by replacing the current asset data storage with more appropriate asset management software. This will also be addressed through the Asset Prioritisation Plan, another key deliverable in the implementation of the Strategy.
The Panel could see how rate rises were needed and necessary, after receiving the information they have through the workshops. Particularly if the general community were adequately informed about the reasons for rates rise and where the City of Vincent sits in terms of its rate levels in comparison to other LGA's.	Noted.
The Panel would be interested to potentially cut bureaucratic and administration services from the service offer in order to reallocate City spending. They also would like to see more communications about what these services do and how efficient they are.	Noted. One of the key methods of communicating services and budget allocation is through Vincent's annual budgets, Four Year Capital Works Program and the City of Vincent Annual Report.
Co-location of facilities to improve asset management and sustainability was mostly accepted by the Panel, however some concerns over loss of identity for clubs, loss of club income (through the bar and kitchen facilities), and conflicting schedules. Some positives regarding asset location include convenience, increased utilisation, improved quality of facilities, and cost savings.	The results and comments regarding co-location demonstrates the importance of meaningful community consultation during the development of the Sport and Recreation Facilities Plan. This will be facilitated through the recently adopted City of Vincent 'Community and Stakeholder Engagement Framework'.
More community consultation and utilise community ability to contribute in meaningful manner.	This approach is aligned with the recently adopted City of Vincent 'Community and Stakeholder Engagement Framework'.
Better marketing to source greater community support of grant advocacy efforts	Noted.
It is important that a complete financial approach be taken.	One of the key objectives of the AMSS is to implement long-term planning for asset sustainability that will be reflected in the Long Term Financial Plan.

Section & Officer Comments	Current Text	Proposed Change		
'Rationalisation for Asset Sustainability' Proposed change to reflect contribution some sportingclubs make to maintaining assets in the City of Vincent.	The rationalisation program of works will also be linked to the Sport and Recreation Facilities Plan currently underway (recommended in the POS Strategy). The Plan will delivera strategic direction for the City that will better accommodate sporting club growth and improve community accessibility to public open space.	The rationalisation program of works will also be linked to the Sport and (recommended in the POS Strategy). The Plan will deliver a strategic direct sporting club growth, recognise the valuable contribution Clubs leasing by use, and improve community accessibility to public open space.		
Draft Objectives in AMSS Proposed change to provide simplified wording and a clear distinction between the aims of each objective. Asnoted in written submission 1 (see community consultation summary report)	The AMSS has four key objectives to meet the City's asset sustainability goals: 1. Having enough funds to keep our assets up-to-date; 2. Keeping our historic assets safe for use; 3. Planning for the future of our assets; and 4. Making sure we have the assets we need now and in the future.	The AMSS has four key objectives to meet the City's asset sustainability goals: 1. Having enough funds to keep our assets up-to-date; 2. Keeping our historic assets safe for use; 3. <u>Future p</u> lanning for <u>sustainablethe future of our</u> assets; and 4. Making sure <u>we-ourhave the</u> assets <u>meet current and emerging community</u>		
What assets do we own? Additional sub-section inserted to recognise leasingarrangements (including asset management responsibilities for large assets)	City land assets are excluded from the AMSS. The City has an internal register of City land with sale and development potential and Council will consider the potential sale of lots onan ongoing basis. Administration is progressing with the sale of a number of these lots. Recreation/Parks assets contribute greatly to the City's inner-city community. Through the POS Strategy and other initiatives, the City is prioritising the creation and enhancement of the natural environment.	City land assets are excluded from the AMSS. The City has an internal register potential and Council will consider the potential sale of lots on an ongoing bas of a number of these lots. Leasing City of Vincent Assets The City of Vincent has a number of assets that it leases. These arrangements for management of HBF Park) with the organisation responsible for operation standard commercial tenancies (10 year leases with 5+ leasing options). The F adopted by Council in November 2020, was implemented to ensure that City are managed in a consistent, fair and transparent manner. The Framework pr calculating lease and licence charges for Category One and Two properties.Car large organisations, government and commercial leases and licences are by m Recreation/Parks assets contribute greatly to the City's inner-city community. initiatives, the City is prioritising the creation and enhancement of the natural		
Vision and Objectives in AMSS Proposed change to better explain key activities in asset management	Asset management is a continuous process, covering the full life of an asset, and can include the creation of assets as well as acquisition, upgrades, maintenance, renewal, disposal and day-to-day operation of assets.	<ul> <li>Asset management is a continuous process, covering the full life of an asset. 1 managed:         <ul> <li>Operate and Maintain (including inspect, operate, maintain, service the a</li> <li>Dispose (including demolish, sell, remove, mothball an asset)</li> <li>Renew (including rehabilitate, resurface, refurbish the asset)</li> <li>Replace</li> <li>Upgrade/expand</li> <li>New (create an asset); and</li> <li>Acquire an asset and can include the creation of assets as well as acquire renewal, disposal and day-to-day operation of assets.</li> </ul> </li> </ul>		
What is asset management? in Asset ManagementDiscussion Paper Proposed change to better explain key activities in asset management	What is asset management? Asset management generally involves the day-to-day operation and maintenance of assetsas well as construction, acquisition, upgrading, renewal, sale and demolition. Asset management is the process of balancing the needs of the community, with financialand environmental responsibilities throughout the lifetime of the asset.	What is asset management?         Asset management generally involves the day-to-day operation and maintena managed in the following ways:         • Dispose (including demolish, sell, remove, mothball an asset)         • Renew (including rehabilitate, resurface, refurbish the asset)         • Replace         • Upgrade/expand         • Acquire an asset_as well as construction, acquisition, upgrading, reme         Asset management is the process of balancing the needs of the community, we throughout the lifetime of the asset.		
Vision and Objectives (Objective 4) Proposed change to clarify the context of the statement.	The City of Vincent has a growing population. Along with a changing demographic profile, this will influence demand on current and future assets. For example, the City's ageing population may require different facilities than youth, families and couples.	The City of Vincent has a growing population. Along with a changing demogra on current and future assets. For example, the City's ageing senior residentsp facilities than its young people, youth, families or couples without dependent		

Recreation Facilities Plan currently underway tion for the City that will better accommodate ildings make tomaintenance of the assets they
needs-we need now and in thefuture.
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range from longer-term leases (VenuesWest al maintenance of the asset, to more roperty ManagementFramework that was owned properties that are leased or licenced ovides an equitable methodology for regory Three and Four properties that are egotiation Through the POS Strategy and other environment.
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phic profile, this will influence demand <del>opulation</del> may requiredifferent <u>5</u> .

Арре	Appendix 2 – AMSS survey verbatim comments		
	AMSS Survey Results Verbatim Written Reponses		
Q1	Which City of Vincent buildings do you think provide the most community value? Are there any		
out	standing community buildings that come to mind?		
1	Mount Hawthorn Community Centre and Braithwaite Park are a hive of activity. birthday parties, playgroup,		
	scheduled weekly community sports and recreation, community health nurse etc		
2	I use Beatty Park for swimming & North Perth Town Hall for dancing. Both are good although I didn't know		
	the North Perth town hall existed before going to a class there.		
3	"Leederville Cricket Club		
4	и 		
5			
6			
7	Beatty Park		
8	"Beatty Park is of high value to our family. We attend several times a week for the gym and to use the		
	pools.		
9			
10	As members of the Leederville Toy library we also highly value Loftus community Centre. It has a great vibe		
	on busy weekend days with lots of diversity.		
11	1		
12	"the buildered sports alub rooms with toilets in Rootty Park		
13	"the bulldozed sports club rooms with toilets in Beatty Park		
14	We understood this building including Beatty Park oval was		
	on the State Heritage List. Why was it removed If only the immediate community had been consulted first."		
16 17	Beatty Park		
18			
19	Beatty Park, Vincent library		
20	Old velodrome grandstand		
20	Beatty Park leisure centre		
22	Public toilets, City of Vincent library/fitness centre, Beatty Park swimming pool		
23	don't know		
24	GOTTATION		
25	Library and loftus community centre are excellent.		
26			
27			
28	North Perth Tennis club		
29	Leederville Library, Mt Hawthorn Community Centre		
30	"Library		
31	Loftus Community centre		
32	Mt Hawthorn community centre		
33	North Perth Community Centre"		
34			
35	Public rest rooms, the library, beatty park		
36	North Perth Town Hall and Lesser Hall		
37	The Main library is pleasant and welcoming to use.		
38	Library, Beatty park, north Perth town hall		
39	All the City's buildings have intrinsic community value. It's just that some have more value to me than		
	others. If a building has no community value it should not form part of the City's asset base. Physical		
	assets are so expensive to maintain only those that have the community's support should be held. And this		
	includes assets with heritage significance. Indeed it is these, particularly those that have State or national		
	significance, that need to be reviewed by the City as to whether the City's scares resources should be		
	allocated to keeping/maintaining them. A good example of this form of heritage asset is the Beatty Part		
	grandstand. The City is looking to commit several million dollars to making the grandstand safe but to what		
	purpose other than make it safe? None because it no longer has a purpose. Without ongoing appropriate		
	levels of funding from either State or Federal Government I do not believe that the City of Vincent should residents' funds on maintaining such a piece of infrastructure when other community facilities are so		
	inadequately resourced. I believe that the grandstand's importance to our sporting heritage can be		
	maintained even without its physical presence.		
40	Mount Hawthorn Community Centre, Vincent Library		
	mean and a sentence of the sen		

41       None         42       Member Tennis Clubs and the Community Library & Beatty Park complex         43       Town halls! Especially the one in North Perth         44       Beatty Park, Vincent Library, Loftus Centre, North Perth Town Hall.         45		
43       Town halls! Especially the one in North Perth         44       Beatty Park, Vincent Library, Loftus Centre, North Perth Town Hall.         45		
44       Beatty Park, Vincent Library, Loftus Centre, North Perth Town Hall.         45       incent Library         47       incent Library         48       "Library         49       Beatty Park         50       Charles veryard hall/toilets         51       Mt hawthorn lesser/main hall +toilets         52       North Perth town hall"         53       Beatty Park, the library         54       Beatty Park, the library         55       Beatty Park, the library         56       Eastery Park, Vincent Library, North Perth town hall         57       Lofts centre and Beatty park         58       Beatty Park, Vincent library, North Perth town hall         59       Library         60       Libraries and Community Halls.         61       Library, Toilets in parks; Halls throughout the city (Royal park, North Perth Braithwaite Park, Woodville Reserve etc).         63       Banks Reserve Community Hall         64       Recreation Centre and Library         70       The Banks Reserve Hall         71       The Library         72       Loftus community centre (use weekly), library (weekly use) mt hawthorn I         73       Library, Community centre         74       Library		
45         46         47         48         49         49         49         49         40         41         42         43         44         45         5         5         44         45         5         5         5         5         5         5         5         5         5         5         6         1         5		
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<ul> <li>75 All great, don't use them often but enjoy variety.</li> <li>76 Library</li> <li>77 Beatty Park, Loftus Centre, sporting clubs</li> <li>78</li> <li>79 Town hall</li> <li>80 Beatty Park</li> <li>81</li> <li>82 Beatty park and loftus centre</li> <li>83 Library</li> <li>84 Loftus centre</li> <li>85 Britannia Oval</li> <li>86 Loton Park Tennis Club and North Perth Town Hall</li> <li>87 Library, Sport clubs</li> <li>88 Beatty park and Loftus</li> <li>89 Beatty park and Loftus</li> <li>80 Beatty park, Loftus centre, library</li> <li>90 Library</li> <li>91 North Perth and Mt Hawthorn town halls. Vincent offices</li> <li>92 Library, Beatty park, loftus rec, Robertson tennis</li> <li>93 Loftus is excellent. Could do with a CAT service 5-8pm?l</li> <li>94 Main Community buildings that you think are below an accept</li> </ul>		Library Community contro
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94 Main Community Centre Q2 Are there any community buildings that you think are below an accept		
Q2 Are there any community buildings that you think are below an accept		
purpose : it so, which ones and why?		
	pur	pose r il so, which ones and why r

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a user needs to pay
a user needs to pay
H. Daala Daaaaa Hallin
th, Banks Reserve, Hall in
lesser hall
ptable standard or not fit for

1	Menzies toilet block (poor lighting inside, doesn't feel safe the way it is for young kids) and pavilion Hyde Park toilets similar when I've visited.
2	Banks reserve pavilion. It would be better if it was a picnic area than the current ugly building. Not sure a kiosk is necessary but a coffee/food van would be preferable to the current status quo.
3	Menzies Park Pavillion
4	
5	
6	Robertson Park Tennis Centre. Facilities are old and rundown. Toilets and changerooms are a disgrace
7	
8	
9	Toilet block Hyde Park
10	Concerned by the antisocial crowd Woodville pavilion hosts/attracts
11	
12	
13	No
14	
15	Forrest Park Croquet Club club rooms
16	
17	Not in my surrounding area at this time.
18	Toilets at Britannia. Not hygienic.
19	
20	Woodville Reserve Pavilion, the building is getting old and look rundown as Woodville Reserve used a lot
	every day have the potential to become a real community hub
21	No
22	
23	
24	Forrest Park Croquet Club, it is very run down and out-dated.
25	
26	The toilet block at Brittania Reserve could be upgraded please.
27	Toilets In Leederville
28	"It is possible that there are many across the City that fit this description as many of the City's buildings were building in the late 19th Century or early to the mid-20th Century. For the purpose of this survey I will
	focus on three. Beatty Park Leisure Centre. To quote from the City's website
	""Beatty Park leisure Centre was built and used for the 1962 British Empire and Commonwealth Games. It
	comprised two 50 yard pools, a diving pool, extensive spectator seating and press rooms. Over the next 31
	years, the Centre played a prominent role in the development of swimming and aquatic sports in Western
	Australia, both in education and at an elite level.""
	With the development of Challenge Stadium its importance diminished rapidly yet the City of Vincent is
	saddled (via a legacy from the City of Perth restructure in the mid-1990s) with a piece of aging infrastructure
	that it must maintain even though significant parts of it have no practical use, including the "extensive
	spectator seating and press rooms"" which sit alongside the outside pool (another piece of infrastructure
	one could argue is no longer fit for purpose as all new swimming pools are not constructed to 50m nor are
	they constructed out of doors).
	The sector for sinterim these buildings (sector of which have besidents lighter) is been by if and solarly been
	The cost of maintaining these buildings (some of which have heritage listing) is largely, if not solely borne by the City. This is not a sustainable pathway to the future effective management of the City's assets.
	Council needs to seriously consider surrendering the vesting for parts of Beatty Park back to the State
	Government because without ongoing external financial assistance it cannot continue to maintain them and
	at the same time meet its obligations to its residents.
	at the sume time meet its obligations to its residents.
	Leederville Oval.
	Leederville Oval's history dates back to the early 20th Century and like Beatty Park is no longer fit for
	purpose but expenditure for maintaining the oval and its facilities sits squarely in the City's ""ballpark"".
	Whilst its has a seating capacity of 25,000 it is extremely unlikely that Leederville Oval will ever host a
	football game with that many spectators in attendance. The last time a near capacity crowd was achieved
	was in 1978 - way before the West Coast Eagles and the Dockers!!

	The City should look to surrendering the vesting back to the State Government if it cannot secure ongoing financial commitment from both the State Government and the WA Football Commission to help in redeveloping and maintaining an asset which has value only if it reflects the needs and aspirations of current and future residents and not what ""once was"".
	Banks Reserve Pavilion
	The Banks Reserve Pavilion was constructed in the 1960s, principally for use by the Sea Scouts and its construction reflects this purpose. Since the departure of the sea scouts the building has been used for many different purposes over the years - from a community kindergarten (which my children attended), a Montessori school, a ballet school, a venue for yoga classes, a church group, social gatherings to name but a few. All these activities worked within the constraints of being in a building that wasn't quite built for the activity in questions but as a building with many of the problems inherent it is not possible to hide from the fact that the building is old and not fit for for the 21st Century, with a vesting that perhaps also needs revision.
	I know that the building is slated for demolition and this makes me so sad because so much of my family's history is intertwined with the pavilion, Walter's Brook and the playground and park that it nestles alongside. But I also know from a 35 year career in Local Government that saving a building is also not always the best solution.
29 30	The Leederville car park toilets. Also what happened to the toilets at Birdwood Park ?
31	
32	Hyde Park toilets
33	No
34	
35	
36 37	Beatty Park Western toilets
38	
39	Hyde Park western toilet blocks, not in great shape.
40	
41	
42	Leederville oval Snd litis stadium snd beatty park have too many grandstands//seats/bleachers that are not used and are not likely to be
43	Halvorsen Hall, Leederville Tennis Club, Royal Park Hall
44	
45	N/A
46	the soccer building at Woodville Reserve
47 48	
40 49	Not prepared to nominate any as I fear they will be demolished.
50	the big issue is why use the halls etc, ?
51	
52	Banks Reserve Hall is fit for purpose. It could use some minimal improvement but is currently marked for demolition.
53	
54	No, and definately not the Banks Reserve Hall which has such good bones and potential to bring the community together in so many meaningful and creative ways.
55	I think Beatty Park is coming to the end of its life
56	
57	
58	
59 60	
60 61	
62	
63	Nothing comes to mind, very happy
64	Club rooms in Muir street - toilets need improvement
65	Library stock needs an update. Building is ok. Car park often full.

66	City of Vincent Admin as very unattractive and not in keeping with the locality	2	2 Britannia park
67	Don't know	2	Beatty Park swim
68	Don't know		Smith's lake area
69	No		All the little parks
70	So far good	2	
			which have recen
71	Unsure	2	
72	Overall, pretty happy. But I think need to do more on graffiti. Cleaning it up straight away to prevent more	2	
70	happening.	2	
73		2	facilities - a succe
74	Unsure		footpath for pede
75	Menzies Pavilion and Leederville Cricket Club. Canteens are revolting.	2	
76			8 I think this question
77		2	frequent. In term
78	Woodville Pavilion. Toilet block near kids playground in Hyde Park.		people. Leedervi
79	Beatty park		due to its use by
	Subi oval		
80	Leederville Oval	2	
81		3	
82	???		
83	None	3	ing as i and g
84		3	
85		3	
86	Nil	3	
87		3	
88	No	3	
89	Toilet block near IGA	1	Beatty Park-o/s
90		1	Brathwaite-o/s
91	North Perth tennis club. North Perth Bowls club. Kyilla Park toilet block.	1	Brittania
92	Robertson artist space. The artists in residence aren't providing the community art programs they are	1	Woodville
	subsidised to provide		Alma/Forrest st
93	HQ is not great. Amazing tenants	3	
	Some public toilets.	3	
	Which parks do you think provide the most community value? Are there any outstanding parks in	4	-
	cent that come to mind?	4	
1	Braithwaite Park, Hyde Park, Menzies Park	4	
2	Hyde Park provides the most value :)	4	3 Britannia, Braithw
3	No outstanding parks	4	4
4	Hyde Park	4	
5		4	6 Hyde Park is outs
6	Hyde Park is outstanding.		playground
7	Hyde Park is brilliant. The nature parks are great. We also love the North Perth dog park - facilities are not	4	7 Braithwaite, Brita
·	outstanding but the sense of community is great.	4	-
8	Smiths Lake and surrounds	4	9 The park nearest
9	Hyde Park		outstanding but a
10	Woodville, Hobart Street, Hyde Park	5	
11	Hyde Park, Charles Veryard	5	
12	Woodville , britannia	5	
13	Hyde Park- best park in Perth! We have so many smaller parks and parklets too- punching above our	5	
13	weight on the quality of parks in our local council area	5	
14	I love that we have lots of little parks e.g. Axford park, Matlock St Reserve. These small local parks are	5	
14	wonderous little oases in suburbia. Edinboro St is very good. Hyde park is obviously valuable to many.	5	
15	don't know	l ľ	Braithwaite Park
	don't know Hyde park	5	
16		5	
17	Braithwaite Park is great and Hyde Park is great as well. Both have substantial shady areas which are	5	
10	critical in our City.	6	
18	Britannia/ Braithwaite/ the hidden one near Aranmore PS	6	
19		6	
	bydo bark		z ji nyue Park, braith
20	hyde park	1 6	2 Britannia comm
20 21	Menzies Park, Braithwaite Park	6	

22	
	Britannia park
	Beatty Park swimming pool
	Smith's lake area
	All the little parks in suburban streets
23	Hyde Park. I approve of the moves to replace areas of lawn with with cree
	which have recently come in for criticism. The park does not need any more
24	Hyde Park, Forrest Park, Brigatti Gardens, Jack Marks Park
25	I use Britannia Reserve - love the comfortable walking path
26	Brittania Reserve is always well used by dog walkers, sports people, peop
	facilities - a successful park should be busy. I like the trees at the edge that
07	footpath for pedestrians going in two directions.
27	Brentham Street Reserve, Brittania, Hyde park, banks reserve
28	I think this question is too difficult to answer because you can only see tha frequent. In terms of my daily travels, Banks Reserve, Hyde Park and For
	people. Leederville Oval on the other hand is not used by locals much at
	due to its use by the WA Football Commission and possibly other agencies
29	Braithwaite Park, Hyde Park
30	Hyde Park
31	
32	Hyde Park ☺
33	Hyde, Charles Veryard, Woodville, Kyilla, Britannia - they are all very impo
34	Tryde, chanes veryard, woodvine, tynia, bhannia - they are an very impo
35	Britannia road park
36	Banks reserve look at it every day
37	Hyde park_o/standing
	Beatty Park-o/s
	Brathwaite-o/s
	Brittania
	Woodville
	Alma/Forrest st
38	Hyde Park
39	Hyde Park. Robertson Park is also good.
40	
41	Charles Veryard, Hyde Park
10	
42	Hobart street park
43	Hobart street park Britannia, Braithwaite, Woodville,
43 44	Britannia, Braithwaite, Woodville,
43 44 45	Britannia, Braithwaite, Woodville, Hyde Park
43 44	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith
43 44 45 46	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground
43 44 45 46 47	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith
43 44 45 46 47 48	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies
43 44 45 46 47	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa
43 44 45 46 47 48 49	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value.
43 44 45 46 47 48 49 50	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park
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43 44 45 46 47 48 49 50 51 52	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park
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43 44 45 46 47 48 49 50 51 52 53 54 55	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking
43 44 45 46 47 48 49 50 51 52 53 52 53 54 55 56	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking Braithwaite Park
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43 44 45 46 47 48 49 50 51 52 53 54 55 55 56 57 58 59 60	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking Braithwaite Park Braithwaite Park Braithwaite, Edinboro st little park All good, Hyde Park, Britannia, Brentham
43 44 45 46 47 48 49 50 51 52 53 54 55 55 56 57 58 59 60 61	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking Braithwaite Park Braithwaite Park Braithwaite, Edinboro st little park All good, Hyde Park, Britannia, Brentham Britannia Public amenity of parks is great- Braithwaite, fencing is great, Brittania
43 44 45 46 47 48 49 50 51 52 53 54 55 56 55 56 57 58 59 60 61 62	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking Braithwaite Park Braithwaite Park Braithwaite, Edinboro st little park All good, Hyde Park, Britannia, Brentham Britannia Public amenity of parks is great- Braithwaite, fencing is great, Brittania Hyde Park, Braithwaite
43 44 45 46 47 48 49 50 51 52 53 54 55 56 55 56 57 58 59 60 61 62 63	Britannia, Braithwaite, Woodville, Hyde Park Hyde Park is outstanding, Jack Marks is outstanding as a dog park, Braith playground Braithwaite, Britannia, Menzies The park nearest to where anyone lives. For me Hyde Park, Robertson Pa outstanding but all have value. Britannia park Banks Reserve Banks Reserve Banks Reserve The Banks Reserve Park especially now that it has the play area Stuart Street Park, Robertson Park, Hyde Park, Oxford St Reserve, Smiths Britannia Park - biking Braithwaite Park Braithwaite Park Braithwaite, Edinboro st little park All good, Hyde Park, Britannia, Brentham Britannia Public amenity of parks is great- Braithwaite, fencing is great, Brittania Hyde Park, Braithwaite Britannia - community use, soccer cricket dog walkers all in one place

eeper, also I like the gravel paths ore concrete or bitumen.
ople on the footpaths and bike hat provide shade and the wide
nat part of the City you most often orrest Park are used by many many at all because its access is limited ies.
portant
thwaite Park is outstanding for the
Park and Banks Reserve are
ths Lake

65	Really like Braithwaite, kid friendly and nice place to hang out. Parks are really looking nice.
66	Britannia.
67	Braithwaite park - a couple of big open zones, indoor areas
68	Hyde park use at least 4 x a week
	Playgrounds, walking and water park
	Would be good if part of the playground was gated (
	has a runner)
	Hyde Street park also use a lot
69	Charles Veryiade
70	Uses Hyde Park, for meditation
71	Hyde Park
72	Hyde Park is one of our feature parks. Like to see a kiosk. Would love to see a river to lakes walk. Use
	Kyilla extensively too.
73	
74	Lillyman
75	Menzies, Britannia, Les Lilleyman. Good facilities, lovely landscaping, beautiful, like the walking paths, boys
	love the bike track. Takes their shovels and spend hours there.
76	Britannia
77	Braithwaite
77	Britannia reserve - Litis stadium
78	Hyde Park is the standout. The water playground is amazing, now shaded too. Woodville Reserve. Like that
79	it is fenced and gated.
	Hyde park
80 81	Les Lillyman Parks that have opportunities for different ages and parks with shade
82	Forrest park sports, dog park, playground and Hyde park lakes, walks, bbqs , playground, water fountains
83	Lilleyman
84	Forrest; Hyde; dog park Broome st;
85	Britannia and Menzies
86	Hyde Park
87	Britannia, Les Lilleyman
88	Britrannia, menzies
89	Hyde Park, Les Lilleyman, Britannia
90	Britannia
91	Brittania, Braithwaite
92	Robertson Park, Hyde Park
93	Hyde park
94	Menzies Oval.
Are	there any parks in Vincent that you think are below an acceptable standard? If so, which ones and
why	
1	
2	Weld Square. The place feels very unsafe and is always covered in trash.
	Loton Park at HBF Park is a bit underused. The grass there is uneven due to it being a carpark during
	games which makes it unpleasant to run on.
3	Britannia Reserve, and Menzies oval playing surfaces have and continue to remain appalling and not
	suitable for cricket, rugby or football due to this asset (the playing surface) not being valued and no long
	term maitenence strategy in place.
	The size of Menzies Reserve oval is not adequate for football or cricket for want of some simple earthworks
	and relocation of the playground.
4	
5	Prittania Decanya has tee much gross. It would be night if braken up into concrete anos
6	Brittania Reserve has too much grass. It would be nicer if broken up into separate areas.
7	
8	Weadville tables are old and falling apart
9	Woodville tables are old and falling apart
10	
11	Lighting at Britannia is a disgraco
12	Lighting at Britannia is a disgrace.

13	I think it's unacceptable to have too many parks- we have too many parks. View St parklet for eg was not needed.
14	not that I'm aware.
15	don't know
16	
17	Not every park space needs to have something, as long as there is good shops or toilets available. I am happy. Safety is a key thing to consider as
18	
19	
20	Woodville reserve. he gates are broken and need locks as often blow ope as a dog park, needs a double gat system and dogs can escape underne benches as not enough for the current use
21	No
22	
23	The tiny park at 10 monmouth st which the council recently voted to keep plantings around its perimeter, also at least one large tree, seating and se
24	
25	
26	Axford Park still feels like a forgotten piece of road reserve with a poor, u planting at the boundary would help to give the park some form. The mar the park well due to the elongated shape split by the pavilion. The car par wholesale food place opposite makes no effort to maintain its verge unfor diminished quality of the streetscape around the park. The pavilion appear "victoriana" and fragments the park - suggest removing it and making the
27	
28	
29	
30	Forrest Park - lack of path lighting (for afterhours walkers). No public toile
31	
32	Robertson Park
33	No
34	Brittania should have dog exclusion zones to allow for community sports
35	
36	
37	
38	
39	
40	
41	
42	The park on Edinburgh street - great park but underused due to lack of p
43	Blackford St Park, it isn't very appealing everyone goes to Braithwaite 30
44	Distance d'Ommers de Calterine de serve tailete te les installed ancie Mal
45	Birdwood Square, definitely needs some toilets to be installed again. We visit as it's always full of homeless/drunk people and not a safe place to w
46	The fenced off dog area at Woodville Reserve is horrible and muddy and
47	standard
47	
48	Leele Marke Decemie has become a work and used and usee ble burnered
49	Jack Marks Reserve has become a park only used and useable by peopl this happen. Parks should be welcoming and able to be used by all.
50	the small local reserves
51	
52	not that i am aware of
53	Used to go to the Kyilla oval with the dog, however, I now go to the ECU fenced and has lighting at night, so I'm more comfortable with the dog off
	The Fitzgerald St park is good but I feel like there are conflicting uses with just as a dog park and you often see small children crawling around on th them (often not a problem, however, I have seen some children get clean owners uneasy when they see a small child if they do not have the ability

ks that have to be maintained; the
d shade and close by amenities, as well.
pen with the wind as it uses mostly eath the fences. Need more
ep would benefit greatly from garden some shade cover.
undefined edge. A low hedge or arkets didn't survive and never fitted ark is a poor visual edge and the ortunately, and this adds to the ears like an outdated piece of e park more flexible in its use.
lets.
s to take place without interruption
parking

00m away

eld Square is a place I would never visit. I not maintained to an acceptable

le with dogs. I do not like seeing

l Mount Lawley dog park as it is ff the lead.

ithin it. It's too large to be utilised the grass with dogs running around med up). This does make some y to recall their dog consistently (me

	- guilty, working on it), especially over a large area.
	Due to the small size of the ECU dog park, it is clear that the use of the park is for dogs so you're less likely
	to see small children brought into the area. Additionally, owners are more conscious and active in
	controlling their dog's behaviour, reducing the chance of conflict between dogs.
	It may be suitable to create a smaller fenced off section within the Fitzgerald St park for dogs in order to
	clearly define that area as a dog park, however I understand that you are limited in space due to the soccer
	pitch. Alternatively, a small fenced off area in the north eastern portion of the Kyilla park could be
	constructed.
54	
	Might Mighael Dark fools you chathy consciolly on the Violat Street side
55	Mick Michael Park - feels very shabby, especially on the Violet Street side
56	Menzies - only one playground and club
57	Agina and Scarborough beach - no shade for playground
58	Some could use tic
59	
60	
61	
62	
63	Beatty park reserve is underutilised - shame not used more for playing sports
	? Les Lilley man are they removing cricket pitch
64	
65	No
	No.
66	No.
67	Not sure
68	None come to mind
69	No
70	
71	No
72	Not really.
73	
74	No
75	No, all great.
76	The, dif grout.
77	
	No. A big thing is having shade, and that is good Llabort Ct sould do with tailate
78	No. A. big thing is having shade, and that is good. Hobart St could do with toilets.
79	No
80	NA
81	
82	Nil
83	None
84	
85	No
86	Nil
87	
88	No
89	No
90	Maashilla ayal is in terrikla sanditian. Daan derinana
91	Woodville oval is in terrible condition. Poor drainage.
92	
93	Hyde park needs more easy Access play
94	Hyde Park under developed and poorly served with amenities.
Wh	ich Vincent playgrounds do you think provide the most community value? Are there any outstanding
	ygrounds that come to mind?
1	Menzies park, Braithwaite Park
2	I thought the new banks reserve one was pretty interesting even as an adult.
3	Braithwaite Park
4	
<u> </u>	Prothowaita
5	Brathewaite
6	

7	Hyde Park water playground - brilliant asset.
8	
9	Braithwaite Park
10	Woodville, Hobart Street, Hyde Park
11	
12	Forest st park
13	Hyde Park water park and playground
14	I usually attend playgrounds as a by-product of attending a park, e.g. Edinboro St & Matlock St Reserve.
45	The park benches in these areas are multipurpose!
15	Links work
16	Hyde park
17	Braithwaite is my preferred go to as it is close and has food retailers close by. The new bike tracks are great for older kids. I'd love to see more adult and fitness options about.
18 19	The new bike tracks are great for order kids. To love to see more adult and fitness options about
20	
	Brathwaite Park
21	Britannia park
22	
23	
24	
25	The Nature playground opposite Mt Hawthorn primary school is well used. Also the Brittania Reserve bike
20	trails are fun for the kids.
27	Braithwaite Park
28	
29	Braithwaite Playground, Hyde Park Playground
30	Diditi wake Flayground, Flyde Fark Flayground
31	
32	
33	
34	
35	
36	
37	See prev question on parks
38	
39	
40	
41	
42	Braithwaite park
43	Braithwaite
44	
45	Hyde Park
46	Braithwaite Park
47	Braithwaite
48	
49	Braithwaite and Banks Reserve are outstanding. Also Hyde Park. Equipment more varied and interesting.
50	the pump track and informal wild play area on the western side of Britannia park
51	
52	I like the improvements to Banks reserve playground.
53	The ones at the Kyilla oval look good. The Edinboro St and Hobart St ones are very popular.
54	The Banks Reserve one - and why not bild on this investment with a kiosk at the adjacent Hall?
55	Hyde Park water park, Braithewaite Park, Banks Reserve, Oxford St Reserve
56	Britannia pump park
57	Braithwaite
58	Braithwaite & Edinborough st
59	
60	Braiithwaite
61	Braithwaite things for older kids too, Britannia pump and nature ride
62	Braithwaite, all ages

63	Braithwaite	17	Bottom end of Brittania Reserve has many opportunities, however cost co
05	Hobart street gets good usage	11	plan to activate the area.
	Fairfield Street -	18	
64		19	
65	Take friends kids for a walk and sometimes and find the playground natural and good for different age	20	
00	groups.	21	Joondanna Park
66	Braithwaite	22	
67	Braithwaite and Menzies	23	
68	Hyde Park	23	
00	Hyde Street Park	25	
69	Braithwaite	26	
70		27	
71	Na	28	
72	General comment: They seem to be upgraded all the time. If something is broken it gets fixed.	29	
	Braithwaite Park	30	
73		31	
74		32	
75	Braithwaite, Menzies, Brittania playground.	32	
76	BraithWaite, Menzies, Brittania playground. BraithWaite with grandchildren 2 and 6		Most sutdeer eversion equipment require maintenence
10	Braithwaite pump park	34	Most outdoor exercise equipment require maintenance
77		35	
78	Hyde Park, Braithwaite is outstanding, good shade, great toilets.	36	
79	nyde Faik, blaitiwaite is outstalluling, good shade, great tollets.	37	
19	Hude park	38	
00	Hyde park Hobart Street	39	
80		40	
81	Playgrounds that cater to different ages and abilities. Playgrounds that have shade. Playgrounds that are	41	
00	Safe	42	Matlock
82	Hyde park especially for families		Street reserve. Really small And rarely see it used
83	Lilleyman	43	Woodville. Equipment is very basic. Tables and chairs are old and require
84	Mt hawthorn	44	
85	Menzies and BMX track	45	N/A
86	Hyde Park	46	The playground at Robertson Park is a bit sad looking
87		47	
88	None	48	
89	Braithwaite, Menzies,	49	
90	Britannia	50	Generally they are not a lot of fun, nothing for the kids to do no wild play
91	Hyde Park, Braithwaite, Joel Terrace	51	
92		52	
93	Leederville Oxford st	53	
	HQ skate park	54	
94	Menzies Park.	55	
Are	there any playgrounds in Vincent that you think are below an acceptable standard or not well used	56	Menzies
by t	the community? If so, which ones and why?	57	Agina and Scarbourough
1	The little triangular piece of land on Scarborough Beach Road opposite Federation Street inMt Hawthorn.	58	
	Could sell some of the land for residential development and upgrade a smaller footprint of land for the park?	59	
2	None come to mind.	60	
3		61	
4		62	
5		63	
6			Taken away a lat of swings for some reason and pood more shade
7	Where have the pop up sand plays gone? They were great	64	Taken away a lot of swings for some reason and need more shade
8	hel al and hele dense dense dense	65	Can't think of any
9	Woodville playground is old	66	Britannia south
10		67	Play equipment at Menzies ok - would be good to see a wider range of o
11		00	dominated by big kids
12	No	68	
13	No	69	No
		70	
14	not that I'm aware	71	Na
15 16		72	Can't think of any.
16			

ould	be	prohibitive,	without a	a broad
e rep	bair			
	_			
ptior	ns -	little kids of	ten and	
_				
	_			

73		26	
74	Woodville reserve	27	
75	Leederville skate park needs a clean up. Dirty, dated, bit rough. The concrete part is fine. My boys think it's	28	
76	cool (ages 11 and 13).		construction reflects this purpose. Since the departure of the sea scouts many different purposes over the years - from a community kindergarten
76			Montessori school, a ballet school, a venue for yoga classes, a church gr
78	No.		a few. All these activities worked within the constraints of being in a build
79			activity in questions but as a building with many of the problems inherent
13			fact that the building is old and not fit for the 21st Century, with a vesting
80			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
81	Playground on Matlock Street between Green street and Scarb beach road		I know that the building is slated for demolition and this makes me so sad
82	Nil		history is intertwined with the pavilion, Walter's Brook and the playground
83	None		But I also know from a 35 year career in Local Government that saving a
84			best solution.
85			
86	No		I would ask that the City look to replace this community asset as close to
87			With infill development along Joel Terrace and its surrounds local commu important as it was in the 1950s when y family first came to live on Joel T
88	None	29	
89	No	30	
90		31	
91	Not aware of any	32	
92		33	
93			and this is only likely to drastically increase as Vincent's population becom
	Park on Scarborough Beach Road next to Egina Street. Needs more play equipment.		prevent any possibility of expansion.
	Are there any community buildings or facilities that you think should be a high priority to renew or	34	
upg	rade? If so, what needs to be updated to meet community needs?	35	
1	Menzies Park toilet block and make the pavilion open for community bookings when not being used by	36	
2	sport clubs Datain & Ungrade Reatty Dark stands as that the yeque can be used to heat higger events	37	
2	Retain & Upgrade Beatty Park stands so that the venue can be used to host bigger events. Menzies Park so it properly provides good change facilities, toilets and larger community room	38	
4		39	
5		40	
6		41	
7	The Leederville Toy library has a rapidly increasing membership with people becoming more aware of	42	
1.	reducing waste and increasing financial pressures. They are fast outgrowing the small space and could	43	Beatty Park, North Perth Town Hall,
	benefit from moving to a larger area at the heart of the community - lots of members join because they walk	44	
	past and see them library.	45	
8	The Library should be being used for people lodge planning and bilding applications . IThese services	46	Woodville Reserve soccer building needs to be improved. The City should understanding their cultural significance and use
	surely should be retuned to the now empty	47	
	foyer of the original council buildings opened in 1995.	48	
1	What has happened to the photograph of North Perth Town Hall featuring	40	Need a rolling plan to upgrade each facility in tern, in addition to annual m
	the original Pioneers of Vincent on the foyer wall behind the now disappeared counter?	49	leased to one organisation (such as more than 75% of time) they should d
9	North Perth Town Hall and Beatty Park	50	I think its about the vision of the officers in the council about how they let
10	Woodville Pavillon, toilet blocks Royal Park Hall could do with activating since there is rarely anything on there. Even the thai food fair		not noted for their understanding of what it takes to build a place or under
''	moved elsewhere		seem to spend all their time in the office setting up on line surveys instead
12	Old velodrome grandstand needs to be saved		to people
13	No	51	Banks Reserve Pavilion . Reconfigure to facilitate engagement with river
14			path which poses dangers from speeding cyclists
15		52	Banks Reserve Hall needs to be taken off the demolition list and a comm
16			undertaken to detirmine how it could be best used (and improved if neces
17	Not that impact me.	53	
18	· · · · ·		starting to build international sized indoor futsal courts as the sport is risin
19		EA	fairly safe sport and indoor all year round. The Banks Reserve Hall
20	North Perth Tennis club	54	
21	The Menzies Park Pavillion is not a building to be proud of architecturally	55	enough creative people who can re-use and incorporate historic aspects
22		56	
		- 50	_ buildings at britannia reserve club and tollets, not enough tollets, basket
23		57	Eloreat Athena - toilets? Britannia
	Forrest Park clubhouse.	57 58	Floreat Athena - toilets? Britannia

y for use by the Sea Scouts and its buts the building has been used for ten (which my children attended), a h group, social gatherings to name but building that wasn't quite built for the tent it is not possible to hide from the ing that perhaps also needs revision.
und and park that it nestles alongside. Ig a building is also not always the
e to its original location as possible. nmunity infrastructure is just as el Terrace.
ry high demand for both outdoor pools ecomes denser. The existing stands
nouldn't get rid of buildings without
al maintenance. If a facility is primarily uld contribute.
v let places be used. the officers are
nderstanding the community, they stead of wandering around and talking
sead of wandening around and talking
ver and Picnic area . Relocate cycle
mmunity engagement process ecessary).
to look a bit dated. A few LGs are
rising in popularity due to it being a

ely service level has to win. There are ects of the building into new buildings. sketball playground at other end

59		16	
60		17	Not in my immediate
61		18	
62	Beatty Park - so much potential - outside needs a facelift - go twice a week	19	
63		20	Woodville Reserve
64	North Perth Town Hall - needs to be well maintained	21	No
65	North Perth Town Hall kitchen.	22	
66	Changing rooms at Britannia	23	
67		24	Some of the public
68	Nothing comes to mind		they are used, espe
69	Toilets at Charles Veryiade	25	
70	Beatty Park only average maybe time to upgrade	26	Public toilets in park
	Trees in car park need regular trimming		the facilities should
71	Loftus	27	
72	Beatty Park gym, more bike lane connections.	28	
73			recognising the heri
74	Woodville community pavillion		maintain on its own
75	Menzies Pavilion and Leederville skate park.		Government to help
76			elsewhere across th
77	Litis Stadium - generally changerooms and sporting facilities	29	
78	North Perth Town Hall toilets and kitchen.	30	
79		31	
80	North Perth Town Hall	32	
81		33	
82	Beatty park high priority	34	
83	None	35	Beatty park grandst
84		36	
85		37	Beatty Park grand s
86	North Perth Bowls Club	38	
87		39	
88	No	40	
89	Beatty park	41	Death and the second
90		42	
91	Beatty Park grandstand. North Perth tennis club. North Perth bowls club.	10	used to capacity
92	North Perth town hall	43	Royal Park Hall, Liti
93		44	N1/A
94		45	
	Are there any community buildings or facilities that you think are not addressing community needs	46	I don't think you nee
	I could be removed? The identification and removal of under-performing facilities would allow the	47	
	/ to focus resources where they are needed most.	48	No no no Domovio
1	Park opposite Federation Street as previously noted	49	No, no, no. Remova Birdwood Square is
2	I would advocate for getting rid of the Banks reserve pavilion as it occupies a nice spot on the river. I also		for the Highgate Pri
	don't really see the justification for spending CoV money on upgrading the Floreat Athena FC grounds when		students cross the s
	we already have HBF Park and the Perth Soccer Club grounds.		removing the facility
3	Removal of any facility is to the detriment of the the community. Removal of rooms and cricket pitch at		private companies.
	Beatty Park has prevented this being and option for girls and boys cricket and football in the community forever as the asset is lost.		services of use to o
4			elected members ha
4		50	
5		51	
6		52	
7	The Leftus contains a year important building which must be retained for you for	53	The outside astrotu
8	The Loftus center is a very important building which must be retained for use for	00	Also not consistent
	activities for the young and the old.	54	
9		55	I think Beatty Park a
10		56	Can't think of any
11	I've never seen anyone use the exercise equipment aimed at older citizens in the parks.	57	Tiny playgrounds th
12		58	ing playgrounds th
13	No	59	
14		60	
15		- 00	

16	
	Net in marine disks and
17	Not in my immediate area
18	
19	
20	Woodville Reserve Pavilion
21	No
22	
23	
24	Some of the public exercise equipment that are installed in parks, it would be interesting to see how often
05	they are used, especially in Weld Square.
25	
26	Public toilets in parks need to be attractive, clean and safe to use - the parks are well used for exercise and the facilities should be welcoming accordingly.
27	
28	The extensive spectator seating and press rooms that form the grandstand at Beatty Park. Whilst recognising the heritage significance of the structure it is something that the City cannot be expect to maintain on its own into the future. Without significant and ongoing funding from the State or Federal Government to help in maintaining the grandstand I think the City should direct its very limited resources elsewhere across the community.
29	
30	
31	
32	
33	Not sure
34	Beatty park and leederville oval
35	Beatty park grandstand
36	
37	Beatty Park grand stand
38	, .
39	
40	
40	
40 41 42	Beatty park litis park and Leederville oval grandstand / bleachers. Too big and probably will never be used to capacity
41 42	used to capacity
41 42 43	
41 42 43 44	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall, land Bocce Rink
41 42 43 44 45	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink N/A
41 42 43 44 45 46	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall, land Bocce Rink
41 42 43 44 45 46 47	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink N/A
41 42 43 44 45 46 47 48 49	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink N/A
41 42 43 44 45 46 47 48 49 50	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink N/A I don't think you need Loftus Centre when there is already Beatty Park close by. No, no, no. Removal of facilities leaves a gap in that area. I strongly oppose removal of toilets in parks. Birdwood Square is heavily used by sporting clubs who now have no toilet facilities. It also makes it difficult for the Highgate Primary School to use for sport as Bulwer St is requires two supervising adults every time students cross the street. The issue of vandalism of toilets needs to be managed by other methods than removing the facility. Halls with low usage should be promoted to increase usage, including usage by private companies. Private companies offering anything from yoga classes to childcare are providing services of use to our community. They should not be dismissed as "just private companies" as some
41 42 43 44 45 46 47 48 49 50 51	used to capacity Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink N/A I don't think you need Loftus Centre when there is already Beatty Park close by. No, no, no. Removal of facilities leaves a gap in that area. I strongly oppose removal of toilets in parks. Birdwood Square is heavily used by sporting clubs who now have no toilet facilities. It also makes it difficult for the Highgate Primary School to use for sport as Bulwer St is requires two supervising adults every time students cross the street. The issue of vandalism of toilets needs to be managed by other methods than removing the facility. Halls with low usage should be promoted to increase usage, including usage by private companies. Private companies offering anything from yoga classes to childcare are providing services of use to our community. They should not be dismissed as "just private companies" as some
41 42 43 44 45 46 47 48 49 50 51 52	used to capacity         Royal Park Hall, Litis Stadium, Halvorsen Hall,land Bocce Rink         N/A         I don't think you need Loftus Centre when there is already Beatty Park close by.         No, no, no. Removal of facilities leaves a gap in that area. I strongly oppose removal of toilets in parks.         Birdwood Square is heavily used by sporting clubs who now have no toilet facilities. It also makes it difficult for the Highgate Primary School to use for sport as Bulwer St is requires two supervising adults every time students cross the street. The issue of vandalism of toilets needs to be managed by other methods than removing the facility. Halls with low usage should be promoted to increase usage, including usage by private companies. Private companies offering anything from yoga classes to childcare are providing services of use to our community. They should not be dismissed as "just private companies" as some elected members have said.
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61		12	
62		13	We don't need more parks like the Barlee car park proposed parklet; sell
63			have so many parks already, we're doing a great job with parks, we have
64		14	The reason I have chosen options that avoid Rates increases for questio
65	If not being used by community, and not a huge money spinner for the local government, and with		income and don't use sporting venues/ovals/clubs for those sport activitie
	community consultation.		saying I'm not keen on subsidising sports facilities with rates increases, b
66	No.		in the community.
67		15	
68	No	16	
69	Unsure	17	This makes sense and reducing assets where possible is a great start. T
70	No	1.1	the Property Management program, however passing costs to clubs or le
70			view. This will kill the community in time, when we have nothing but open
	Unsure Nothing composite mind	18	
72	Nothing comes to mind.	19	EV charging facilities should be available at CoV buildings, such as the li
73	Footpaths around mount hawthorn on southern side of scarb Bach road	20	
74	Unsure	20	No
75	I never see anyone in the little parks on Shakespeare or Matlock.	22	
76		22	I am disturbed at the recent demolition of two park pavilions that also ser
77		23	
78	No.		Birdwood Square and Beatty Park (the park itself, not the Recreation Cen
79			replaced them are attractive, but they cannot be used as a changing room
			toilets, not fewer, and relying on the private sector (eg service stations) to
80	Leederville Oval		The toilet block at Copley Park in the City of Stirling is a model that could leave d at night but is accessible the rest of the time.
81	Beatty Park grand stand		locked at night but is accessible the rest of the time.
82	Nil		Also I are wandering how the playare of anothe at these ports are surged
83	None		Also I am wondering how the players of sports at these parks are supposed as a sport of the spor
84			changing room facilities.
85		24	
86	No	25	
87		26	
88	No	27	Bike paths, park facilities for dog owners, increasing natural biodiversity of
89	Beatty park outside needs to be updated		connectivity within parks are not mentioned in the strategy. These are im
90	Dealty park outside needs to be applated		park assets.
91	Some of the small parks / playgrounds. The View Street catastrophe. Underutilised and not suited to	28	
51	purpose	29	Arts and cultural facilities should be addressed in this also. If Vincent was
02	Leederville oval		the art community and ensure culture is accessible and embedded into the
92 93			the facilities provided to arts and cultural groups, individuals and organisation
	NII		the focus and money when it comes to community assets, please don't for
94	Nil.		in our City and your review of City assets.
	Do you have any final comments or thoughts about the proposed draft Asset Management & amp;	30	Yes. Beatty Park Pool is a major financial drain on a small rates base. Su
Su	stainability Strategy?		complex that the City revokes its Management Order and returns the ass
1			portfolio (similar to HBF Park). The City needs to focus on what the local
2	I would rather pay higher rates than have services reduced. Provided that higher rates doesn't fund special		toilets, parks, fix the ageing broken curbs and signage. In general the lac
	interest groups.		is not in alignment with neighbouring shires. Still waiting 3 months later to
3	The playing surfaces and lights needs to be considered as assets and long term maintenance and		even a followup email to the Mayor remains unanswered and unactioned
<u> </u>	rejuvenation plans created.		
4	I would like to see the City of Vincent abolished and at least that area south of Vincent Street merged with		The City of Bayswater and Town of Cambridge have great parks and gar
	City of Perth. All these areas with these postcodes 6000 - Perth; 6003 - Highgate and Northbridge; 6004 -	31	The document needs to be tightened up around COV demographic analy
	East Perth; 6005 - West Perth should be wholly in the CoP. As a general principle all residents in the same		projections backed by current survey data for the next 10 years and reco
	postcode should be in the same LGA,		to maintenance/capital improvement of assets (at minimal cost to COV) a
			excluding the distortions from Beatty Park, Leederville oval etc that relate
	It might not seem relevant to this survey but it is a viable option and should be considered as a way of	32	
	managing these assets.	33	In the Strategy it is estimated \$8 - 12 million is required 'to retain and safe
5			grandstand for the next 25 years'. It isn't clear from this statement whether
6	Thanks for the opportunity for input		utilised by the public. If the work would not allow for public use it would
7			available funds.
8	Council will likely be forced to backtrack on its clogging up of streets in Cleaver Precinct because resident	34	
	owners will be unable to access main roads to travel anywhere - so much for SAFE? ACTIVE streets	35	Focus should be on core council services, not spending money for herita
	strategy.	36	Banks reserve pavilion is teh only public community building in this pock
9			building it used to be used a lot about 8 years ago what happened where
10			YOGA group was, Montessori school what about the drumming group an
11		37	group and group
<u> </u>		57	

l some land to fix budget holes. We e got enough.

on 16 is that I am on a limited es. I do use local parks. So I'm but appreciate their value to others

his in my view is tightly linked to easees is not really an option in my n space.

ibrary.

rved as public toilets - these were at ntre). The gardens that have m or toilet. We need more public o provide them is not good enough. d be followed. It is automatically

sed to manage now with no

of parks & increasing social portant considerations for road and

nts to be active and engaged with he daily life of the City, where are ations? So often sport and rec gets orget the value of arts and culture

uggest that as the State owns the set to join with the VenuesWest community needs and uses ck of simple maintenance and care o get a storm water drain cleared d.

rdens and a well presented image. ysis, COV Resident useage ognition of lessee Club contributions and maintenance analysis e to heriatge buildings.

feguard the structure of the er the stands would be open and be an outrageous waste of limited

age ket of Vincent. There is no others e the users kicked out mmm the nd the church all gone now.....

38	
39	
40	
41	
42	We have great resources - parks halls sports clubs gyms etc.
	Too many grandstands in Beatty park litis park amd Leederville oval. Never going to be fully used. Do we need a gym at lift us centre snd Beatty park?
43	Remove/self off three buildings and use the money to paid towards upgrading facilities. There is also no need to have two gyms under the City of Vincent one at Beatty Park and the other at Loftus Centre when they are 300m apart. This is an opportunity to reduce cost.
44	
45	N/A
46	The City needs to seriously entertain a rates increase to deal with its ageing asset problem. This would spread the load amongst the community and our rates are currently low in comparison to other local governments.
47	I would rather money spent on sinking the powerlines than on a beatty park upgrade.
48	
49	In regards to the grandstand at Beatty Park, resources should not be put into trying to make it function as a grandstand again. It is not required - swimming competitions are now held at other venues around Perth. Instead, looking forward, consider what future uses would be compatible with Beatty Park. Physio and allied health services for example. I suggest removal of much of the grandstand, retaining just enough, such as one section/end or outline, to show what used to be there, while making the structure safe. Retain the old entrance, which can function as the entrance to related facilities (offices etc) within that area. Facilities, like Leederville Oval, which are overwhelmingly used by other organisations (DSR and two Football Clubs) should primarily be funded by those bodies, with Vincent's contribution not exceeding the small proportion relating to public use.
50	This is not a sustainability strategy. Sustainability is about things like zero carbon, employment creation,
51	local food security, transport etc P34 of Asset Management strategy : what goes the proposal to link the redevelopment of Banks Reserve to the adjoining East Perth power station redevelopment precinct mean?
	The proposal by two major investors to redevelop the 8.5 hectares of land at Lot 100 Summers Street must be considered with extreme scrutiny and caution . This land is accessed from East Parade by a small road called Summers Street, that enters the Banks Precinct locality. The potential for traffic issues cannot be underestimated. High rise and high density dwellings, (flats) are proposed for this site.
	Please send me acknowledgment of receipt of this submission .
	Yours faithfully [redacted]
52	From the city perspective I would prefer that community amenity be a much higher priority than heritage that is of a State or Nation wide value. These heritage values should be protected primarily by the State and Commonwealth.
53	
54	Please don't take away the Banks Reserve Hall - it is the only facility in a unique area bordered by busy streets. The Hall was the most used hall until the Council put profits before the locals and as a resident in that area of Vincent I am not happy. With a small investment the Hall can again become a vibrant community hub - we miss it and know that of it goes we will never see anything built there again.
55	I support Banks Pavilion being knocked down per the strategy. As much as I value Beatty Park and Leederville Oval, if we don't get federal funding to upgrade these facilities, I think it would be better to knock them down and start again, retaining/reusing some of its heritage aspects where possible. There is so much that is being done, and can be done, in the City that I am reluctant to keep sinking massive amounts of money into these two facilities which probably weren't designed to last as long as they have. I think we must be practical with our assets.
56	Man and any one are all players and that are the standard state to the state of the
57	You could remove some small playgrounds that aren't used and sell the land? Matlock st reserve.
58	Generally City of Vincent has good facilities but I don't use sporting clubs
59	
60	

61	I would like to see focus on sustainability and energy efficiency. Waste disposal in own area- circular local
	economy
62	Council has done a good job - catering well for kids - now cater for older kids.
63	Chauld be another ention of officiencies. IT technology in mointaining buildings
64 65	Should be another option of efficiencies - IT technology in maintaining buildings Great City to live in and great things happens.
66	City of Vincent is a very visible and community orientated Council.
67	
68	
69	A sensible way forward
70	
71	A positive way forward
72	If you can save money through reducing duplication, instead of having silos, like sharing facilities with
	neighbouring Councils, that would be good way to save money and provide for better facilities.
73	
74	
75	Would love to be able to use diving blocks at Beatty Park. Love the laneway art. I feel pretty lucky to live
	here, it's great. Would love to see more parklets and alfresco like Spritz. Update Eco signs and use better to
70	communicate with community.
76	Noticed whilst in a wheelchair and crutches that accessibility and footpaths of a much higher standard than City of Stirling - a very accessible city
77	
78	Laneways could do with more lighting, some footpath sections need an upgrade (notice when kids
10	scooting), resident parking is tricky. Use on street parking for one car. Farmer street - no restrictions.
	North Perth Common - love the idea of it but not kid friendly. More fencing, including near robots. Needs
	some tweaks.
79	
80	
81 82	NB
82	Nil Interesting and educative experience
84	
85	
86	Need more session and to go through each assets
87	Well though
88	Very happy with the community engagement, i think it was highly beneficial for all!
89	
90	More community consultation and utilise community ability to contribute in meaningful manner. Some
	community residents may be able to help rally the community. Don't have to rely entirely on city staff
91	
92	Better marketing to source greater community support of grant advocacy efforts
93	
94	It is important that a complete financial approach be taken.

## 10.3 HALVERSON HALL - CONDITION AND COMPLIANCE ASSESSMENT

Attachments: Nil

## **RECOMMENDATION:**

That Council NOTES the Condition and Compliance Assessment for Halverson Hall.

## PURPOSE OF REPORT:

To provide Council with a condition and compliance assessment and high level cost estimates for renewal and upgrades of the facilities at Halvorsen Hall.

## BACKGROUND:

At the Ordinary Council Meeting on the 17 August 2021 Council approved a four year lease extension for of Halvorsen Hall to the Robertson Park Artists' Studio. Included in that decision was a specific resolution as follows:

# REQUIRES the Chief Executive Officer to present a condition and compliance assessment and high level costings for renewal / upgrades of the facilities at Halvorsen Hall and present to Council at the November 2021 Ordinary Council Meeting.

This report is presented in response to that decision.

Constructed circa 1970, the brick and tile single-storey building occupies approximately 200m2. The structure comprises a main area with vaulted ceilings, a small kitchen, male and female toilets, a storeroom and garage room with a single roller door to the exterior.

In recent years Halvorsen Hall has been exclusively leased to the Robertson Park Artists' Studio who have used the building to create, store and display various works of art, as well as conduct art training classes. The building is also periodically opened to the public for 'Community Art' days where people can meet the artists, view and purchase artworks.

This assessment quantifies the works required to:

- 1. Maintain Halvorsen Hall in functionality and safety for the 4-year term of the lease
- 2. Renovate the building so it is compliant with current standards and extends its life by up to 20 years.

## DETAILS:

Inspections of Halvorsen Hall by City of Vincent staff were undertaken in September and October 2021 to determine the current level of compliance and general condition.

## Compliance

Taking the building's age into consideration, compliance with current Building Code of Australia (BCA) provisions ranges from fair to poor as exampled below:

- Clearance width of the existing doorways within the building do not meet current BCA provisions.
- Unisex and ambulant accessible sanitary facilities have not been provided in the building.
- The existing door hardware to the required exits do not meet current building standards.
- The accessible ramp has a gradient of 1:13, which does not comply with the requirements of AS1428.1
- The existing accessible car parking bays fall short of the current requirements of AS1428.1 and AS/NZS2890.6

## Condition

The exterior of the building was found to be structurally sound with majority of external components rated in good to fair condition. Internally the building was found to be in a fair to poor condition. Examples of the poor condition are:

- Rotting window and door sills
- Roof ridge capping cracked and deteriorated
- Heating system not working
- Inefficient ceiling lighting
- Painting requires renewing

Works to make the building functional and serviceable (not BCA compliant) until the end of the current 4-year Lease term:

-	Replacement of ceiling lighting –	\$2,000
-	Installation of drop-down power points –	\$2,000
-	Replacement of wall heaters –	\$3,500
-	Replacement/repair of front entry frames and sills –	\$2,000
-	Repointing roof capping and replacing broken tiles –	\$5,000
-	Painting –	\$2,500
-	Contingency –	\$2,000

Estimated Total = \$19,000

Works to bring the building into compliance in conjunction with current standards and extend the building's functional life by up to 20 years:

	Redesign of internal floor plan and service reticulation - New switchboard, electrical reticulation and fixtures - Removal of existing toilets and kitchen - New, disabled compliant toilets and kitchen - New access doors and hardware throughout - New disabled access ramp and railing - Introduction of dedicated storage area - Painting - Contingency -	\$10,000 \$15,000 \$20,000 \$20,000 \$20,000 \$20,000 \$10,000 \$20,000
-	Contingency -	\$20,000

Estimated Total = \$195,000

## CONSULTATION/ADVERTISING:

The Lessee has been involved with development of the condition and compliance assessment. Proposed works are in line with the Lessees intentions.

No notices or proposed works have been advertised publicly.

## LEGAL/POLICY:

The building is required to be maintained to the standards in force at the time of construction. With certain exceptions, there is no requirement for buildings to be continually upgraded to achieve compliance with current BCA standards.

Upgrades are undertaken to areas that are non-compliant with current standards, then the upgrades must be compliant.

An example, in the instance of Halvorsen Hall, upgrades to the bathrooms will require compliance with accessibility standards like wheelchair access, accessible car parking,

## **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to receive this report

## STRATEGIC IMPLICATIONS:

Halvorsen Hall falls outside the Robertson Park Masterplan.

## SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This activity may have some negative environmental impacts.

## PUBLIC HEALTH IMPLICATIONS:

Asbestos has been identified in the electrical switchboard. However, the material is painted and in good, stable condition. Being inside the switchboard and secured from wear and tear it is deemed to pose minimal risk to humans. The board is clearly labelled with warning signs and the City inspects it on a regular basis for deterioration.

## FINANCIAL/BUDGET IMPLICATIONS:

To maintain functionality and safety inside Halvorsen Hall for the 4-year term of the current lease - \$19,000. These funds can be sourced from the 21/22 building maintenance budget.

To upgrade Halvorsen Hall so it is compliant with the BCA and current Health Regulations whilst extending the building life by approximately 20 years- \$195,000. These funds are unbudgeted.

## 11 COMMUNITY & BUSINESS SERVICES

## 11.1 TENDER CB133-2021 SUPPLY AND INSTALL GYM EQUIPMENT AT BEATTY PARK LEISURE CENTRE

## Attachments:

- ents: 1. Equipment Lists 🕂 🛣
  - 2. Portion 1 Cardio Evaluation Worksheet Confidential
  - 3. Portion 2 Strength Evaluation Worksheet Confidential
  - 4. Beatty Park Gym Equipment Renewal Business Case 🗓 🖺

## **RECOMMENDATION:**

## That Council

- 1. NOTES the outcome of the evaluation process for CB133/2021 Supply and Install Gym Equipment at Beatty Park Leisure Centre; and
- 2. ACCEPTS the following tender submissions for Tender CB133/2021 Supply and Install Gym Equipment at Beatty Park Leisure Centre:
  - a. the tender submitted by Technogym Australia Pty Ltd for Separable Portion 1 Cardio Equipment
  - b. the tender submitted by Goldpin Corporation Pty Ltd trading as Gymcare for Separable Portion 2 - Strength Equipment

## PURPOSE OF REPORT:

For Council to accept the tender submissions of Technogym Australia Pty Ltd and Goldpin Corporation Pty Ltd trading as Gymcare for the Supply and Install of Gym Equipment at Beatty Park Leisure Centre.

## BACKGROUND:

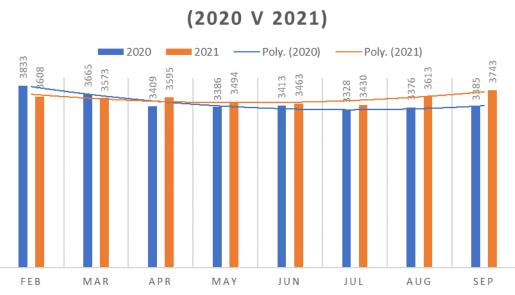
Beatty Park Leisure is a Perth's premier leisure and aquatic facilities which attracts up to 1 million visits per year.

Since the reopening of the newly refurbished indoor pool facility in August 2021, membership has increased to over 3,788 members (at 12 October 2021) a 10% increase on the previous year (refer **Figure 1**).

Strength equipment was last installed in the Beatty Park Gym in 2013 and the cardio equipment was last installed in 2017. They are deemed to be close to the end of their useful life.

The **benefits** of replacing the ageing equipment include:

- Maintains the Beatty Park brand for high quality product delivery in a competitive market.
- Member acquisition and retention.
- Reduce maintenance costs (equipment repairs fully covered under warranty).
- Minimal downtime (SLA's on repair/replacement under contract).
- Opportunity to consider new equipment to suit specific customer segments, such as seniors, rehabilitation, and persons with disability.
- Promotional opportunity with new equipment.



# **BEATTY PARK MEMBERSHIPS**

Figure 1: Beatty Park Memberships (2020 v 2021)

Customer segment sensitivity analysis - there is a group of Beatty Park members that are 'gym regulars' who create a core membership group and deliver regular and continuous membership revenue. This group are typically influencers within fitness circles, and they will promote the Beatty Park brand. They are sensitive to the quality and type of equipment on offer, and will remain loyal to the brand if equipment quality is retained. Creatures of habit, this customer segment will maintain an exercise routine at our venue unless it is disrupted by equipment failure. Attraction and retention of this customer segments is critical for maintaining Beatty Park membership revenue.

The **business case** for the replacement cardio and strength equipment was supported by Council with the adoption of the Annual Budget for 2021/2022 on 22<sup>nd</sup> June 2021 and is shown at Attachment 4.

The **budget** of \$868.366 ex GST was approved by Council for purchase of the equipment outright, through a WA Treasury Corporation (WATC) loan. Modelling indicated that this was the most beneficial financial option, and the actual budget provision for 2021/2022 was more favourable than the original business case. The loan is funded by members through an increase to member fees for 2021/2022.

### **DETAILS:**

The tender for the supply and install of gym equipment at Beatty Park Leisure Centre was advertised through state-wide public notice on 18 August 2021. The tender period was for three (3) weeks and tenders closed on 8 September 2021.

### **Tender Submissions**

Submissions for both portions (Cardio and Strength) were received from each of the following:

- Fleet Commercial Gymnasiums Pty Ltd •
- Goldpin Corporation Pty Ltd trading as Gymcare
- Orbit Health and Fitness Pty Ltd
- Technogym Australia Pty Ltd
- The Trustee for NovoFit Unit Trust

The schedule of items for both portions listed in the tender is provided in Attachment 1 (Equipment Lists). A summary of the tender submissions is provided in Confidential Attachment 2 (Cardio) and Confidential Attachment 3 (Strength).

### **Evaluation Panel**

The evaluation panel comprised of four members, being:

- one with tender and contract preparation skills
- two with the appropriate operational expertise and involvement in supervising the contract
- probity advice provided by a Procurement and Contracts Officer

The panel carried out the assessment of the submissions in accordance with the City's evaluation process in a fair and equitable manner.

### **Compliance Assessment**

All offers received were assessed as fully compliant and progressed to the qualitative assessment.

### **Evaluation Method and Weighting**

The qualitative weighting method of tender evaluation was selected to evaluate the offers for this requirement.

The qualitative criteria and weighting used in evaluating the submissions received for both portions were as follows:

Qua	litative Criteria	Weighting
1	Technical and Professional Capability	40%
2	Service Delivery	35%
3	Warranty	15%
4	Sustainability	10%

### Qualitative Assessment

Portion 1 – Cardio Equipment

Recommended Tenderer	Weighted Percentage Score	Qualitative Ranking	Comment
Technogym Australia Pty Ltd	86%	1	Technogym Australia Pty Ltd is well established with significant industry experience and capacity to provide the services. Their equipment quality was outstanding, as was their app integration and training programs. They are ISO14001:2015 Environment Management System certified.

Refer to Confidential Attachment 2 for further detail.

### Portion 2 - Strength Equipment

Recommended Tenderer	Weighted Percentage Score	Qualitative Ranking	Comment
Goldpin Corporation Pty Ltd trading as Gymcare	88%	1	Goldpin Corporation Pty Ltd trading as Gymcare is a WA based organisation that is well established with significant industry experience and capacity to provide the services. Their equipment quality was outstanding, and their sustainability practices are excellent.

Refer to Confidential Attachment 3 for further detail.

### Site Visits

Site visits took place with all Respondents between 4<sup>th</sup> and 6<sup>th</sup> October 2021. The evaluation panel was able to verify claims made by the Respondents in their submission and see the quality and functionality of the equipment and integrated technology quoted.

Reference checks were then conducted.

### **Price Assessment**

The panel carried out a comparison of the submitted pricing offered for the premium range of highly durable commercial equipment, as is currently provided by the City and its competitors, to meet the demands of high intensity usage and integrated technology requirements.

The evaluation panel made a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine which Tenders presented the best value for money to the City for each portion.

### **Evaluation Summary**

Separable Portion 1 - Cardio Equipment

The panel concluded that the tender from Technogym Australia Pty Ltd provides best value for money to the City and is therefore recommended for the provision of Cardio Equipment for the following reasons:

- Compliance with the submission requirements;
- Ranked first in the Qualitative Assessment; and
- Reference checks supported the Evaluation Panel's recommendation.

### See Confidential Attachment 2 for further detail.

It is therefore recommended that Council ACCEPTS the tender submitted by Technogym Australia Pty Ltd for the provision of Cardio Equipment as specified in Tender CB133/2021 Supply and Install Gym Equipment at Beatty Park Leisure Centre.

### Separable Portion 2 - Strength Equipment

The panel concluded that the tender from Goldpin Corporation Pty Ltd trading as Gymcare provides best value for money to the City and is therefore recommended for the provision of Strength Equipment for the following reasons:

- Compliance with the submission requirements.
- Ranked first in the Qualitative Assessment; and
- Reference checks supported the Evaluation Panel's recommendation.

### See Confidential Attachment 3 for further detail.

It is therefore recommended that Council ACCEPTS the tender submitted by Goldpin Corporation Pty Ltd trading as Gymcare for the provision of Strength Equipment as specified in Tender CB133/2021 Supply and Install Gym Equipment at Beatty Park Leisure Centre.

### CONSULTATION/ADVERTISING:

The Request for Tender CB133/2021 was advertised in the West Australian on 18 August 2021 and on both the City's website and Tenderlink portal between 18 August and 8 September 2021.

### 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 Purchasing Policy

### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to accept the preferred tenders.

### 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**

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 specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024,* however the sustainability and environmental management practices of Respondents was a weighted qualitative criteria of this request, and both preferred Respondents provided convincing evidence of excellent sustainability practices.

### 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:

### Equipment is funded through borrowings

Costs associated with the Supply and Install of Gym Equipment at Beatty Park Leisure Centre will be funded from a WATC loan, with repayments charged against account code 01.00202401.6057.0900.

### User Pays

The WATC loan repayments are member funded, through the increase to member fees and charges for 2021/2022.

### Tender delivers savings to capital budget

The total cost of equipment for both portions is \$827,879 and is well within the allocated budgeted of \$868,366, resulting in a saving to the capital budget of \$40,487. This is an improved outcome on the initial business case estimate of \$900,442 (**Attachment 4**). All amounts quoted in this report are exclusive of GST.

Date	Description	Amount (\$) excl GST
March 2021	Original Business Case	\$900,442
June 2021	Approved Budget 2021/2022	\$868,366
October 2021	Tender Recommendation	\$827,879

### Impact on Beatty Park revenue during installation

The gym will be closed for 1 to 2 weeks during installation and member fees will be frozen during this period.

Revenue loss arising from this closure will have minimal impact as the City's budgeted revenue estimates are currently set at 95% of a normal operating year, allowing for a COVID closure buffer. Additionally, memberships are currently trending at 10% above normal levels.

### COMMENTS:

The evaluation panel carried out the evaluation of the submissions in accordance with the City's evaluation process and concluded that the offers submitted by Technogym Australia Pty Ltd for Cardio Equipment, and Goldpin Corporation Pty Ltd trading as Gymcare for Strength Equipment, represent best value to the City.

## Attachment 1 (Equipment Lists)

## Cardio Equipment

ltem no.	Item description	Quantity required	Equipment Specification
1	Treadmills	14	<ul> <li>Commercial grade</li> <li>Minimum 3hp motor</li> <li>Minimum incline capacity 0-15%</li> <li>Minimum max speed 23km/hr</li> <li>Minimum running surface 52cm (W) x 152cm (L)</li> <li>Low impact running deck</li> <li>Quick start option</li> <li>Quick change km option</li> <li>Auto shut off/no user detection</li> <li>Safety emergency stop button</li> <li>HD touch screen 15" or better</li> <li>Customizable home screen</li> <li>Maximum user weight 180kg (minimum)</li> <li>Heart Rate monitoring</li> <li>Customizable programs</li> <li>Phone charging/USB station</li> </ul>
2	Upright Bikes	6	Commercial grade     Minimum 20 resistance levels with small increments available     Quick start option     Customizable programs     Auto shutoff/no user detection     HD touch screen 15° or better     Customizable home screen     Maximum user weight 180kg (minimum)     Heart Rate monitoring     Customizable programs     Easy adjustable pedal straps     Easy adjustable seat     Drink bottle holders     Phone charging/USB station
3	Recumbent Bikes	1	<ul> <li>Commercial grade</li> <li>Quick start option</li> <li>Customizable programs</li> <li>Auto shutoff/no user detection</li> <li>HD touch screen 15" or better</li> <li>Customizable home screen</li> <li>Maximum user weight 180kg (minimum)</li> <li>Heart Rate monitoring</li> <li>Customizable programs</li> <li>Easy adjustable pedal straps</li> <li>Easy adjustable seat</li> <li>Drink bottle holders</li> <li>Phone charging/USB station</li> </ul>
4	Ellipticals/Crosstrainers	4	Commercial grade Upper and lower body movement Customizable programs Quick start option HD touch screen 15" or better Maximum user weight 160kg (minimum)
5	Stair Climber or similar	4	<ul> <li>Commercial Grade</li> <li>Customizable programs</li> <li>Quick start option</li> <li>HD touch screen 15" or better</li> <li>Maximum user weight 160kg (Minimum)</li> </ul>
6	Concept 2 Rower	4	Commercial Grade Customizable programs
			<ul> <li>Commercial grade</li> <li>4 way adjustable seat and handlebar positions</li> <li>Combo pedals – straps/cleats</li> </ul>

7	Ergometer	1	<ul> <li>Removable Seat</li> <li>Protected wheel</li> <li>Backlit display</li> <li>Maximum user weight 150kg (minimum)</li> <li>Drink bottle holders</li> </ul>
8	Free runner treadmill (Skillmill or similar)	4	<ul> <li>Commercial grade</li> <li>HIIT capable</li> <li>Instant speed and gradient control (+25% to -3%) minimum</li> <li>Push/sled resistance capabilities</li> </ul>
9	Airdyne/Ergo bike or similar	2	Commercial grade HIIT capable
10	Ski Erg	2	· Commercial grade
11	Signature pieces	2	<ul> <li>Commercial grade</li> <li>HIIT capability</li> <li>At supplier discretion based on current industry trends</li> <li>If Tenderer does not have any different pieces they can nominate additional pieces of existing equipment</li> </ul>

See next page for Strength Equipment

## Strength Equipment

ltem no.	Item description	Quantity required	Equipment Specification			
PIN LOA	IN LOADED EQUIPMENT					
Comme	ercial grade					
Instruct	tion placard displaying; muscle groups activated, machine adjustm	ents and mo	vement patterns			
Full from	nt and back shrouds including pulley covers					
Powder	r coated frames					
Adjusta	able height options for positioning set up					
Indepe	ndent lever/pulley options					
Comme	ercial grade cushion covering and padding					
Compa	tibility with fitness technology					
12	Seated Leg Press	1	As above			
13	Lying Leg Curl	1	As above			
14	Glute Kickback	1	As above			
15	Leg Extension	2	As above			
16	Hip Abduction	1	As above			
17	Hip Adduction	1	As above			
18	Total Hip and Glute Machine	1	As above			
	Chest Press	1	As above			
20	Shoulder Press	1	As above			
21	Pectoral fly/rear deltoid	2	As above			
22	Seated Row/rear Deltoid	1	As above			
23	Lateral Raise	1	As above			
24	Abdominal	1	As above			
25	Tricep Press	1	As above			
26	Biceps Curl	1	As above			

Comme Powder Adjusta	MACHINES ercial grade r coated frames able height options for positioning set up ndent lever/pulley options		
27	Pin loaded cable motion chest press	1	As above
28	Pin loaded dual adjustable pulley	1	As above
	Multi Jungle /Monkey Bar or similar with 8 station base (add on below 29 to 35)	1	
	-Tricep Pushdown - Station	1	]
	-Lat Pulldown - Station	1	]
29	-Dual Pulley Pulldown - Station	1	As above
	-Low Row - Station	1	1
	-Dual Pulley Row – Station	1	1
	-Adjustable Pulley – Station	1	1
	-Adjustable Cable Crossover (connects two core towers)		1

PLATE L	OADED MACHINES				
	Commercial grade				
Instruc	tion placard displaying muscle groups activated, machine adjustme	ents, moveme	ent patterns		
Rubber	slip prevention footings				
Adjusta	able height options for positioning set up				
Storage	e horns minimum maximum weight 157.5kg				
Comme	ercial grade cushion covering and padding				
Powde	r coated frame				
Protect	ive coating for bar racking				
30	Linear Leg Press	1	As above		
31	V-Squat	1	As above		
32	Linear Hack Squat	1	As above		
33	Ground base plate loaded Squat/Lunge	1	As above		
34	Glute Trainer	1	As above		
	Leg Extension	1	As above		
	Kneeling Leg Curl	1	As above		
	Calf Raise	1	As above		
	Incline Press	1	As above		
39	Shoulder Press	1	As above		

40 High Row	1	As above
41 Seated Row	1	As above
42 T-Bar Row	1	As above
43 Bicep Curl	1	As above

BENCHES		
Commercial grade		
Rubber slip prevention footing		
Adjustable height options for positioning set up		
Commercial grade cushion covering and padding		
Powder coated frame		
44 Chin/Dip/Leg Raise	1	As above
45 Leg Raise	1	As above
46 Back Extension	1	As above
47 Preacher/Arm Curl	1	As above
48 Olympic Flat Bench Press	2	As above
49 Olympic Decline Bench	1	As above
50 Olympic Incline Bench	1	As above
51 Olympic Bench Weight Storage	4	As above
52 Flat Bench	2	As above
53 Multi Adjustable Bench	9	As above
54 Adjustable Decline Abdominal Bench	1	As above

RACKS		
Commercial grade		
Powder coated frames		
Adjustable height options for positioning set up		
55 Power Rack – Half Rack	4	As above
56 4 x 8 Platform – Logo	4	As above
57 Smith Machine	1	As above
58 GHD	1	As above
59 Sissy Squat or similar	1	As above

FUNCTIONAL TRAINING RIG Commercial grade Powder coated frames Fit available floor space 8.03m x 10.25m Synrgy 360 or similar (provide options – for multiple users) Shrouds and pulley covers		
Adjustable height options for positioning set up         Functional Rig with all accessories – including but not         4 x cable options         Pull-up station/s         Boxing bag         60         Storage         Kettle Bell set (6kg – 32kg)         TRX x 4         Adjustable step-up bench         Monkey bars (or similar)         Battle ropes	t limited to: 1	As above As above

PLATES						
Comme	Commercial grade					
Weight	increments clearly marked					
Centre	smooth stainless inserts					
Round	plates – Polyurethane/Rubber (as indicated below)					
61	Olympic/ABC (or similar) Polyurethane Disc – 25kg	16	As above			
	Olympic/ABC (or similar) Polyurethane Disc – 20kg		As above			
63	Olympic/ABC (or similar) Polyurethane Disc – 10kg	50	As above			
64	Olympic/ABC (or similar) Polyurethane Disc – 5kg	50	As above			
65	Olympic/ABC (or similar) Rubber Bumper Disc – 2.5kg	70	As above			
66	Olympic/ABC (or similar) Rubber Bumper Disc – 1.25kg	40	As above			
67	Olympic/ABC (or similar) Rubber Coated Bumper Disc – 25kg	16	As above			

68	Olympic/ABC (or similar) Rubber Coated Bumper Disc – 20kg	20	As above
69	Olympic/ABC (or similar) Rubber Coated Bumper Disc – 15kg	8	As above
70	Olympic/ABC (or similar) Rubber Coated Disc – 10kg	20	As above
71	Olympic/ABC (or similar) Rubber Coated Disc – 5kg	16	As above

FIXED WEIGHTED BARBELLS
Commercial grade

Commercial grade		
Rubber coated		
Round ended		
Fixed Ends		
72 Polyurethane Barbell Set 10-20kg (2.5kg increments)	1	As above
73 Polyurethane Barbell Set 25-45kg (5kg increments)	1	As above
		Commercial Grade
74 Storage Rack	1	Vertical storage
14 Storage Rack	1 '	Powder coated frame
		Rubber footings

DUMBELLS				
Commercial grade				
Fixed ends				
Rubber coated				
Round ends				
Polyurethane Dumbell Set 2-10kg	1	As above		
75 Polyurethane Dumbell Set 12 – 20kg	2	As above		
Polyurethane Dumbell Set 22 – 50kg	1	As above		
76 Double Tier Dumbell Rack – 10 pair	3	As above		
77 Polyurethane Dumbell Set – 1-10kg + slimline tower rack	2	As above		

Miscellaneous				
78 Monark 828E Ergometer 1 Commercial Grade				
79 Tanita MC 780 Body Anaylser	1	Or similar		

Description

## BEATTY PARK GYM EQUIPMENT RENEWAL



Gym equipment due for renewal. Strength equipment and cardio equipment leased in 2013 and purchased outright in 2019/20. Equipment is at the end of its useful life, resulting in increased maintenance and downtime.

Driv	vers (the "W	hy?")		Obje	ectives (the "What?")		Benefits (the "So What?")		
<ul> <li>Equipment is at the end of its useful life</li> <li>Increasing maintenance costs</li> <li>Increasing downtime of equipment</li> <li>Increased wear and tear (equipment condition)</li> <li>Member retention</li> <li>Customer Segment – 'Gym regulars' – will change gyms if equipment is not at suitable standard</li> </ul>		<ul> <li>Replace all gym equipment at Beatty Park, both strength and cardio</li> <li>Replace flooring</li> <li>Minimise gym downtime due to installation/maintenance/equipment failure</li> <li>Identify new equipment that can be swapped in (refresh)</li> <li>Identify equipment to suit customer segment – 'Seniors, Rehab, Accessibility'</li> </ul>		<ul> <li>Maintain Beatty Park brand and quality product delivery in a competitive market</li> <li>Member retention</li> <li>Reduce maintenance costs</li> <li>Minimal downtime during install (1 closure, not 2 closures), minimises impact on revenue</li> <li>New equipment – promotional opportunity</li> <li>New equipment – customer segment – target 'Seniors, Rehab, Accessibility Needs'</li> <li>New equipment – maintenance under warranty</li> </ul>					
Financials				Other Options Considered					
Best financial case is to enter into two WATC loans (as below),			elow),	Other Options Advantage Disadvantage					
aligned to equipment life. Annual loan payment of \$90K per annum has been funded by an increase in membership fees ie user pays. Revenue loss arising from 1 to 2 week closure will have minimal impact as revenue estimates currently pitched at 95% of normal		* Equipment is currently owned outright.     * No incremental costs.     * No downtime.     * Loyal Members will stay.     * Coyment is currently owned outright.     * No downtime.     * Loyal Members will stay.     * Cymental costs.     * Cymental costs.		ulars" who create a regular core mber revenue.					
year.	Charles and	<b>C</b> oulto	Tatal			Metri	cs		
Cashflow (NPV)	Strength	Cardio	Total						
Buy (Outright) - 4 year	N/A	\$471,581.48	\$919,399.82	Performance Base	line (Jan to June 2021)			Trend	
Buy (Outright) - 6 year	\$447,818.34	N/A		Total Member Numbers				Maintained	
Buy (WATC) - 4 year	N/A	\$437,098.23	\$900,442.36	Member Numbers by Segment - Seniors, Rehab, Accessibil				Increased	
Buy (WATC) - 6 year	\$463,344.13	N/A	,	Equipment Maint	Cost (\$)			Reduced	
Leasing - 4 year	N/A	\$503,413.10	\$976,677.33	J Downtime - Equipment Failure (# Events) Reduce			Reduced		

Prepared March 2021 | Virginia Miltrup | Business Case was approved during Budget 2021/22

# 11.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 SEPTEMBER 2021 TO 30 SEPTEMBER 2021

#### Attachments:

1. Payments by EFT and Payroll September 21 <u>J</u>

- 2. Payments by Cheque September 21 U
- 3. Payments by Direct Debit September 21 😃 🛣

### **RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 September 2021 to 30 September 2021 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$6,981,167.92
Cheques	\$1,407.50
Direct debits, including credit cards	\$185,679.66
Total payments for September 2021	\$7,168,255.08

### PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 September 2021 to 30 September 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 September 2021 to 30 September 2021, covers the following:

FUND	CHEQUE NUMBERS/	AMOUNT
Municipal Account (Attachment 1, 2 and 3)	BATCH NUMBER	
EFT Payments	2718-2727 and 2730	\$5,674,040.76
Payroll by Direct Credit	September 2021	\$1,307,127.16
Sub Total		\$6,981,167.92
Cheques		
Cheques	82671-82676	\$1,407.50
Cancelled cheques		\$0.00
Sub Total		\$1,407.50

Direct Debits (including Credit Cards)

Lease Fees	\$395.84
Loan Repayments	\$100,782.60
Bank Charges – CBA	\$67,909.33
Credit Cards	\$16,591.89
Sub Total	\$185,679.66

**Total Payments** 

\$7,168,255.08

### CONSULTATION/ADVERTISING:

Not applicable.

### LEGAL/POLICY:

Regulation 12(1) and (2) of the Local Government (Financial Management) Regulations 1996:

- "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:

- "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.

	Credi	tors Report - Payments by EFT and Payroll	
	Credi	01/09/21 to 30/09/21	
Date	Payee	Description	Amount
17/09/2021	360 Environmental Pty Ltd	Quarterly water monitoring and reporting - Hyde Park lakes	\$ 5,225.00
02/09/2021	A Campo	Refund of food premises licence	\$ 150.00
17/09/2021	A Fink	Fitness instructor fees	\$ 331.5
)2/09/2021	A Gandhi	Part refund of Beatty Park Leisure Centre fees	\$ 26.8
2/09/2021	A Lazarus	Fitness instructor fees	\$ 56.84
30/09/2021	A Mason	Part refund of Beatty Park Leisure Centre fees	\$ 608.7
06/09/2021	A Plus Training Solutions Pty Ltd	Staff training - Operating small plant and equipment	\$ 2,320.00
02/09/2021	A Team Printing	Printing services - BPLC	\$ 717.20
17/09/2021	A Team Printing	Printing services - BPLC	\$ 1,834.80
17/09/2021	A West-Fulwood	Part refund of Beatty Park Leisure Centre fees	\$ 72.1
24/09/2021	Aboriginal Education Solutions	Cultural awareness and understanding initiatives meeting	\$ 100.00
17/09/2021	Access Icon Pty Ltd	Supply of conversion slabs	\$ 4,327.14
17/09/2021	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 1,419.00
30/09/2021	Adelphi Apparel	Uniform supplies - Rangers	\$ 187.0
24/09/2021	Advanced Spatial Technologies Pty Ltd	AutoCAD and map subscription - additional user	\$ 2,406.2
30/09/2021	Advanced Spatial Technologies Pty Ltd	AutoCAD subscription - additional user	\$ 1,349.70
30/09/2021	Advancetag Pty Ltd	Security system for retail shop - BPLC	\$ 4,015.00
02/09/2021	AJ Teo	Library events - Dungeons and dragons	\$ 800.00
17/09/2021	Alinta Energy	Gas charges - various locations	\$ 110.7
30/09/2021	Alinta Energy	Gas charges - various locations	\$ 84.20
30/09/2021	Alison Bannister Career Coaching	Library workshop - Becoming a mumpreneur	\$ 544.5
02/09/2021	All Class Tiling Services	Pool retiling project - BPLC	\$ 103,063.9
17/09/2021	All Class Tiling Services	Pool retiling project - BPLC	\$ 7,260.00
30/09/2021	Allflow Industrial	Service oil/water separator	\$ 335.4
30/09/2021	Allstate Kerbing and Concrete	Kerbing services - various locations	\$ 20,273.00
17/09/2021	Alsco Pty Ltd	Mat supplies - BPLC	\$ 611.8
17/09/2021	Ampol Australia Petroleum Pty Ltd	Fuel and oils	\$ 23,734.7
17/09/2021	AMS Technology Group Pty Ltd	Supply air filters to air handling unit and relief system - BPLC	\$ 757.63
17/09/2021	Anna Cappelletta	Fitness instructor fees	\$ 1,983.3
02/09/2021	APARC	Credit card transactions	\$ 10,006.5
17/09/2021	APARC	Central management system, software licensing, Ticketor enforcement, meter	,
		maintenance, sensor maintenance and credit card transactions	\$ 56,055.6
30/09/2021	APARC	Software upgrade for parking machines	\$ 21,483.00
02/09/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 3,157.78
17/09/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 6,051.8

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Date	Payee	Description	Amount		
24/09/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - BPLC	\$	823.00	
02/09/2021	Aqua Lung Australia Pty Ltd	Merchandise - BPLC	\$	467.50	
06/09/2021	Aqueo Import & Distribution Pty Ltd	Merchandise - BPLC	\$	2,811.60	
17/09/2021	Aqueo Import & Distribution Pty Ltd	Merchandise - BPLC	\$	3,467.64	
17/09/2021	ARM Security	Alarm monitoring - various locations	\$	5,749.74	
30/09/2021	ARM Security	Alarm monitoring - various locations	\$	544.54	
30/09/2021	Artery Media Solutions	Design and install mural at Pride WA (part payment)	\$	3,300.00	
02/09/2021	Arts Hub Australia Pty Ltd	Advertising - expressions of interest for public art commissions	\$	121.00	
17/09/2021	Asphaltech Pty Ltd	Asphalt supplies	\$	3,343.96	
30/09/2021	Asphaltech Pty Ltd	Asphalt supplies	\$	70,387.66	
02/09/2021	ATI-Mirage	Staff training - Microsoft Project introduction (Waste)	\$	405.00	
17/09/2021	Australia Post	Postage charges	\$	5,515.06	
17/09/2021	Australia Post (Agency Commission)	Commission charges	\$	4,253.50	
02/09/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	\$	550.00	
17/09/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and replacements - various locations	\$	25,165.01	
24/09/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - BPLC	\$	4,843.52	
30/09/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	\$	803.00	
30/09/2021	Australian Institute of Building Surveyors	Webinar - building facades and compliance	\$	50.00	
30/09/2021	Australian Refrigeration Systems Pty Ltd	Fridge repairs - Admin function room	\$	198.00	
03/09/2021	Australian Services Union	Payroll deduction	\$	284.90	
03/09/2021	Australian Taxation Office	Payroll deduction	\$	184,706.00	
17/09/2021	Australian Waterslides & Leisure Pty Ltd	Twin waterslide installation and freight - BPLC (part payment)	\$	136,596,90	
02/09/2021	Award Contracting	Locating services - various locations	\$	1,149.50	
02/09/2021	B Roper	Refund of infrastructure bond	\$	2,000.00	
17/09/2021	B Thyer	Rates refund - due to overpayment	\$	2,079.75	
17/09/2021	Baileys Fertilisers	Fertiliser supplies	\$	2,442.00	
30/09/2021	Balcatta Mowers & Chainsaws Pty Ltd	Garden equipment repairs - Depot	\$	96.50	
02/09/2021	Balshaws Florist	Sympathy arrangement for staff member	\$	131.00	
17/09/2021	Barry Divola	Author talk and performance - Driving Stevie Fracasso	\$	300.00	
17/09/2021	BCITF Building & Construction Industry Training	Levy collection	\$	9,519.30	
02/09/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$	15.30	
17/09/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$	21.81	
30/09/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	\$	57.59	
17/09/2021	Beacon Equipment Canning Vale	Purchase of cordless blowers	\$	5,706.00	
02/09/2021	Benara Nurseries	Supply of plants	\$	2,295.72	
17/09/2021	Benara Nurseries	Supply of plants	\$	1,677.72	
17/09/2021	Benerin Electrical Services	Supply and install new mesh - various bus shelters	\$	4,004.00	
30/09/2021	BirdLife Australia	Aussie backyard bird count	\$	220.00	
02/09/2021	Blackwoods	Hardware supplies - Depot	\$	354.55	
		Page 2 of 16	Ψ	007.00	

ee  kwoods  kwoods  Print Screen Art Zoo Holdings Pty Ltd Limited Limited talk Construction Materials Group Limited Construction Materials Group Limited Construction Materials Group Limited Construction Materials Group Limited n Electrical Services n Electrical Services ideca Pty Ltd lestone Australia Ltd	Hardware supplies - Depot         Chamois supplies - Rangers vehicles         Printing services - BPLC         Cyber awareness training and support         Medical oxygen supplies         CO2 for beverage         Payment for provision of books for COV book clubs         Payment for provision of books for COV book clubs         Concrete supplies         Concrete supplies         Electrical services - various locations         Electrical services - various locations         Plant repairs and maintenance	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Print Screen Art Zoo Holdings Pty Ltd Limited Limited talk Construction Materials Group Limited Construction Materials Group Limited Construction Materials Group Limited n Electrical Services n Electrical Services ideca Pty Ltd	Printing services - BPLC         Cyber awareness training and support         Medical oxygen supplies         CO2 for beverage         Payment for provision of books for COV book clubs         Payment for provision of books for COV book clubs         Concrete supplies         Concrete supplies         Electrical services - various locations         Electrical services - various locations	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	979.00 2,706.00 75.26 543.95 45.00 65.00 814.44 3,151.72
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ideca Pty Ltd		\$	
	Plant repairs and maintenance	ι Ψ	3,896.85
estone Australia Ltd	Fiant repairs and maintenance	\$	2,101.00
	Tyre services	\$	24.75
estone Australia Ltd	Tyre services	\$	573.10
	Toiletry and cleaning products - BPLC	\$	1,681.80
		\$	5,096.59
			2,791.03
	· · · · · · · · · · · · · · · · · · ·		315.01
et Rent a Car	Vehicle hire - commercial bin removal	\$	2,814.75
y Buddys Pty Ltd	Advertising service - BPLC	\$	627.00
ings Trade		\$	1,518.17
ings Trade	Hardware supplies - various departments	\$	193.59
Choo	Local history awards 2021 - prize winner	\$	500.00
vk	Part refund of Beatty Park Leisure Centre fees	\$	690.47
Ryan	Rates refund - due to overpayment	\$	450.00
yle	Underwater photography service - BPLC	\$	375.00
stace	Part refund of Beatty Park Leisure Centre fees	\$	35.91
Bradley	Part refund of dog registration	\$	100.00
Isca		\$	805.00
ranovic	Part refund of Beatty Park Leisure Centre fees	\$	425.08
otzer	Refund of infrastructure bond	\$	1,500.00
bridge Homes WA Pty Ltd	Refund of infrastructure bond		500.00
amar Coastal Nursery	Supply of plants	\$	154.00
maine Amanda Magness	Fitness instructor fees	\$	341.04
maine Amanda Magness	Fitness instructor fees	\$	454.72
Support Agency			886.30
darsi Architects			770.00
			1,320.00
	y Buddys Pty Ltd ings Trade ings Trade Choo Vk Ryan yle stace Bradley sca ranovic otzer oridge Homes WA Pty Ltd Imar Coastal Nursery maine Amanda Magness maine Amanda Magness	estone Australia LtdTyre servicesleen Supplies Pty LtdToiletry and cleaning products - BPLCleen Supplies Pty LtdToiletry and cleaning products; sanipod service - BPLCer Municipal Pty LtdPlant repairs and maintenanceer Municipal Pty LtdPlant repairs and maintenanceet Rent a CarVehicle hire - commercial bin removaly Buddys Pty LtdAdvertising service - BPLCings TradeHardware supplies - various departmentsings TradeLocal history awards 2021 - prize winnervkPart refund of Beatty Park Leisure Centre feesRyanRates refund - due to overpaymentyleUnderwater photography service - BPLCstacePart refund of dog registrationsoaRefund of rates, paid to COV in errorranovicPart refund of Beatty Park Leisure Centre feesdtzerRefund of infrastructure bondpridge Homes WA Pty LtdRefund of infrastructure bondmaine Amanda MagnessFitness instructor feesSupply of plantsFitness instructor feesSupply of plantsFitness instructor feesSupply AgencyPary coll deductiontaris ArchitectsDesign advisory consultancy fees	estone Australia LtdTyre services\$leen Supplies Pty LtdToiletry and cleaning products - BPLC\$een Supplies Pty LtdToiletry and cleaning products , sanipod service - BPLC\$er Municipal Pty LtdPlant repairs and maintenance\$er Municipal Pty LtdPlant repairs and maintenance\$et Rent a CarVehicle hire - commercial bin removal\$y Buddys Pty LtdAdvertising service - BPLC\$ings TradeHardware supplies - various departments\$ings TradeHardware supplies - various departments\$brooLocal history awards 2021 - prize winner\$vkPart refund of Beatty Park Leisure Centre fees\$SyanRates refund - due to overpayment\$yleUnderwater photography service - BPLC\$stacePart refund of Beatty Park Leisure Centre fees\$stacePart refund of dog registration\$scaRefund of rates, paid to COV in error\$ranovicPart refund of Beatty Park Leisure Centre fees\$ztzerRefund of infrastructure bond\$pridge Homes WA Pty LtdRefund of infrastructure bond\$maine Amanda MagnessFiltness instructor fees\$support AgencyPayroll deduction\$support AgencyPayroll deduction\$starsi ArchitectsDesign advisory consultancy fees\$

Date	Payee	Description	Amount	
02/09/2021	Chittering Valley Worm Farm	Worms and castings	\$	120.00
30/09/2021	Chittering Valley Worm Farm	Worms and castings	\$	120.00
02/09/2021	Christina Neubauer	Bicycle riding and learning to ride sessions	\$	313.50
30/09/2021	City of Gosnells	Switch your thinking subscription fee 2021	\$	6,050.00
17/09/2021	City of Melbourne	Climate emergency Australia membership 2021/22	\$	2,200.00
02/09/2021	City Of Perth	Cardboard collection service - Depot	\$	327.55
17/09/2021	City Of Perth	BA archive retrievals	\$	177.13
06/09/2021	City of South Perth	Dog and cat impound fees	\$	638.00
17/09/2021	City of South Perth	Dog impound fees and animal care facility fees 2021/22	\$	2,079.00
17/09/2021	City of Stirling	Mixed waste tipping fees	\$	16,934.20
30/09/2021	City of Stirling	Meals on Wheels - July 21 (part)	\$	794.26
03/09/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	\$	692.38
03/09/2021	City of Vincent Staff Social Club	Payroll deduction	\$	536.00
30/09/2021	Civica Pty Limited	Software licences and subscriptions - various	\$	9,984.93
17/09/2021	Cleansweep WA	Hire of road sweepers - Lynton Street	\$	3,676.75
30/09/2021	Club 55 Travel	Bus hire and entry fees- Seniors outing	\$	2,665.00
17/09/2021	CMJ Australia	Merchandise - BPLC	\$	2,885.00
17/09/2021	Coates Hire Operations Pty Ltd	Plant hire - Depot	\$	801.50
17/09/2021	Cockburn Cement Limited	Cement and pallets	\$	221.14
02/09/2021	Cockburn Party Hire	Marquee hire for native plant sale and chair hire for Citizenship ceremony	\$	2,245.55
02/09/2021	Compu-Stor	Records digitisation and off-site storage	\$	1,074.07
17/09/2021	Compu-Stor	Records digitisation and off-site storage	\$	344.31
02/09/2021	Connect Call Centre Services	After hours calls service	\$	1,480.44
30/09/2021	Connect Call Centre Services	After hours calls service	\$	1,298.17
17/09/2021	Contraflow Pty Ltd	Traffic management services - Bourke Street	\$	275.00
30/09/2021	Contraflow Pty Ltd	Traffic management services - various locations	\$	17,593.04
17/09/2021	Corsign WA Pty Ltd	Sign supplies - various	\$	3,812.60
30/09/2021	Corsign WA Pty Ltd	Sign supplies - various	\$	4,694.80
17/09/2021	Cottage & Engineering Surveys	Surveying services - Menzies Pavilion	\$	877.00
15/09/2021	Cr A Castle	Council meeting fee	\$	1,935.83
15/09/2021	Cr Ashley Wallace	Council meeting fee	\$	1,935.83
15/09/2021	Cr D Loden	Council meeting fee	\$	1,935.83
17/09/2021	Cr D Loden	Reimbursement of child care expenses	\$	832.50
15/09/2021	Cr J Fotakis	Council meeting fee	\$	1,935.83
15/09/2021	Cr J Hallett	Council meeting fee	\$	1,935.83
15/09/2021	Cr J Topelberg	Council meeting fee	\$	1,935.83
15/09/2021	Cr S Gontaszewski	Council meeting fee	\$	3,255.70
15/09/2021	Cr Sally Smith	Council meeting fee	\$	1,935.83
17/09/2021	CSE Crosscom Pty Ltd	Supply of vehicle aerials	\$	96.47
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Date	Payee	Description	Am	ount
17/09/2021	Cundall	Design advisory meeting fees	\$	440.00
30/09/2021	D & S North Perth Pty Ltd	Catering for City event - Local History awards	\$	275.00
17/09/2021	D A Barnard	Part refund of Beatty Park Leisure Centre fees	\$	206.63
02/09/2021	D Dama	Fitness instructor fees	\$	56.84
17/09/2021	D Dama	Fitness instructor fees	\$	56.84
30/09/2021	D Dama	Fitness instructor fees	\$	170.52
30/09/2021	D Kennedy	Local history awards 2021 - prize winner	\$	250.00
02/09/2021	D L McLean	Refund of infrastructure bond	\$	750.00
02/09/2021	Dale Alcock Homes	Refund of infrastructure bond	\$	3,000.00
02/09/2021	Danica Zuks Photography	Photographic services - Reconciliation week	\$	180.00
17/09/2021	Danica Zuks Photography	Photographic services - Citizenship ceremony	\$	396.00
17/09/2021	Daniela Toffali	Fitness instructor fees	\$	585.00
30/09/2021	Davley Building Pty Ltd	Refund of infrastructure bond	\$	1.000.00
17/09/2021	Department of Fire and Emergency Services (DFES)	Emergency services levy - 1st quarter 2021/22	\$	2,205,874.94
17/09/2021	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$	17,665.91
17/09/2021	Department of Planning Lands and Heritage	Amended DAP fee	\$	5,701.00
02/09/2021	Department of Transport	Vehicle ownership searches - July 21	\$	4,087.50
17/09/2021	Department of Transport	Vehicle ownership searches - August 21	\$	4,100.00
03/09/2021	Depot Social Club	Payroll deduction	\$	56.00
02/09/2021	Design Right Pty Ltd	Design services - Litis change rooms	\$	1,650.00
30/09/2021	Design Right Pty Ltd	Design services - Litis change rooms	\$	2,200.00
02/09/2021	Devco Builders	Maintenance and repairs - various locations	\$	5,761.94
17/09/2021	Devco Builders	Forrest Park Croquet Club asset renewal and maintenance and repairs for		,
		various other locations	\$	37,936.66
30/09/2021	Devco Builders	Capital works - Beatty Park Leisure Centre	\$	155,684.44
02/09/2021	Diversity Cleaning Services Pty Ltd	Window cleaning services - BPLC	\$	495.00
17/09/2021	Diversity Cleaning Services Pty Ltd	Window cleaning services - BPLC	\$	825.00
17/09/2021	Dominic Snellgrove	Design advisory meeting fees	\$	400.00
02/09/2021	Domus Nursery	Supply of plants	\$	1,423.40
17/09/2021	Donegan Enterprises Pty Ltd	Playground repairs and maintenance -various locations	\$	3,773.00
17/09/2021	Dushong Art	Photography services - various events	\$	600.00
30/09/2021	Dushong Art	Photography services - Backlot cinema	\$	200.00
02/09/2021	E Bentley	Expense reimbursement - Les Mills workshop and digital kits	\$	142.55
30/09/2021	E Bradley	Part refund of Beatty Park Leisure Centre fees	\$	613.60
30/09/2021	E Dawson	Reimbursement of playgroup fees	\$	190.00
02/09/2021	E Wilmot	Part refund of Beatty Park Leisure Centre fees	\$	173.01
17/09/2021	Eastside Concrete Contracting	Kerbing services - various locations	\$	7,312.09
30/09/2021	Eastside Concrete Contracting	Kerbing services - Lynton Street	\$	3,405.60
17/09/2021	Eclipse Soils Pty Ltd	Supply of mulch	\$	6,545.00

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Date	Payee	Description	Amount	
02/09/2021	Edge Workshop	Tile cutting service - artwork for BPLC indoor pool	\$	6,732.00
17/09/2021	Eftsure Pty Ltd	Software set up fee	\$	5,500.00
17/09/2021	EJ Australia Pty Ltd	Supply of access covers	\$	6,297.72
02/09/2021	Element Advisory Pty Ltd	Economic study for Beatty Park 2062 project	\$	8,833.00
17/09/2021	Element Advisory Pty Ltd	Robertson Park development - concept plan	\$	8,247.25
17/09/2021	Element Advisory Pty Ltd	Community panel facilitation workshop	\$	8,729.88
30/09/2021	Element Advisory Pty Ltd	Economic study for Beatty Park 2062 project	\$	1,878.25
17/09/2021	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	\$	2,282.50
02/09/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$	354.38
17/09/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$	1,100.00
30/09/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$	2,228.43
17/09/2021	Enviro Sweep	Road sweeping services	\$	6,135.26
06/09/2021	Enviroblast Cannington	Pressure cleaning services	\$	1,719.30
17/09/2021	Enzed Malaga	Plant repairs and maintenance	\$	637.98
06/09/2021	Erections (WA)	Repair damaged guard rail - Green/Merredin Street	\$	2,255.00
30/09/2021	FE Technologies Pty Ltd	Annual maintenance - RFID secure chute (Library)	\$	148.50
02/09/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$	24,729.98
06/09/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$	2,747.80
17/09/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$	23,891.96
30/09/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$	10,550.19
02/09/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	\$	1,054.43
17/09/2021	Flick Anticimex Pty Ltd	Pest control and sanitary disposal services - various locations	\$	14,886.09
30/09/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	\$	276.58
17/09/2021	Flick Realty	Rates refund - due to overpayment	\$	1.930.83
17/09/2021	Fly By Fun Pty Ltd	Roving entertainer - Beatty Park indoor pool opening	\$	529.00
02/09/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$	14,345.51
06/09/2021	Focus Networks	Network switch installation and associated services (50%)	\$	11,391.05
17/09/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$	5,927.90
30/09/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$	11,237.60
02/09/2021	G Edwards	Fitness instructor fees	\$	101.84
17/09/2021	G Edwards	Fitness instructor fees	\$	56.84
17/09/2021	Gather Foods	Catering for City event - NAIDOC Firestarter movie screening	\$	924.00
17/09/2021	Geoff Ninnes Fong & Partners Pty Ltd	Consultancy services - filtration and tiling (BPLC)	\$	16,216.75
24/09/2021	GHD Pty Ltd	Leederville activity centre plan - final claim	\$	18,859.52
17/09/2021	Giant Autos (1997) Pty Ltd	Vehicle service and repairs	\$	1,868.45
02/09/2021	Go Print	Printing services - Marketing	\$	231.88
02/09/2021	Great Lakes Community Resources	Street goods collection services	\$	264.00
30/09/2021	Great Lakes Community Resources	Street goods collection services	\$	1,742.40
17/09/2021	Grove Propagation Nursery	Supply of plants	\$	374.22

Date	Payee	Description	Am	ount
02/09/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$	607.57
17/09/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$	371.36
30/09/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$	523.32
17/09/2021	Hans Andresen	Banner repairs - Scarborough Beach Road/Fitzgerald Street	\$	1,122.00
03/09/2021	Health Insurance Fund of WA	Payroll deduction	\$	178.10
30/09/2021	Hospitality Industry Service Providers (HISP) WA Pty Ltd	Catering for City event - training and development	\$	120.00
30/09/2021	HUB Interiors	Refund of archive search fee	\$	140.00
02/09/2021	Imagesource Digital Solutions	Printing services - various departments	\$	873.51
02/09/2021	Initial Hygiene	Sharps disposal services (two months)	\$	1,625.08
02/09/2021	Innovations Catering	Catering for City events - Council and training and development	\$	1,385.00
17/09/2021	Innovations Catering	Catering for City event - Council	\$	227.50
30/09/2021	Innovations Catering	Catering for City events - Council and regional Council	\$	2,119.40
30/09/2021	Institute of Public Administration Australia WA	Staff training - Good report writing skills (deposit)	\$	880.00
17/09/2021	J & K Hopkins	Office furniture supplies - various locations	\$	807.00
06/09/2021	J Fondacaro	Expense reimbursement - pool lane rope material	\$	131.73
17/09/2021	J Hondros	Reimbursement from heritage assistance fund	\$	4,092.00
17/09/2021	J K Kirkby	Refund of infrastructure bond	\$	3,500.00
02/09/2021	J Koroveshi	Expense reimbursement - catering for City event - Council	\$	106.90
30/09/2021	J L Flower	Refund for Seniors bus outing	\$	35.00
17/09/2021	J Lowden	Fitness instructor fees	\$	56.84
30/09/2021	J Maloney	Refund of infrastructure bond	\$	1,000.00
30/09/2021	J Ridgewell	Refund of parking permit	\$	180.00
02/09/2021	J S Flack	Part refund of dog registration	\$	150.00
30/09/2021	J Tan	Part refund of Beatty Park Leisure Centre fees	\$	38.35
30/09/2021	Jack Lockers	Locker hire - April to June 21 (BPLC)	\$	1,657.00
17/09/2021	Jackson McDonald	Legal services - local law reviews (parking and animals)	\$	18,665.90
02/09/2021	Jake Robinson Acoustic	Performance - Citizenship ceremony	\$	390.00
17/09/2021	Janet Verburg	Fitness instructor fees	\$	395.52
17/09/2021	JBA Surveys	Surveying services - Norfolk Street	\$	3,586.00
17/09/2021	Jim's Mowing (Dalkeith)	Gardening services - Loftus Community Centre	\$	80.00
30/09/2021	Jim's Mowing (Dalkeith)	Gardening services - Loftus Community Centre	\$	80.00
17/09/2021	K A Balm	Expense reimbursement - tea and coffee for Loftus Community Centre	\$	102.94
30/09/2021	K A Lewington	Part refund of dog registration	\$	150.00
02/09/2021	K Cai	Part refund of Beatty Park Leisure Centre fees	\$	56.10
02/09/2021	K E Moore	Part refund of dog registration	\$	100.00
02/09/2021	K Grant	Fitness instructor fees	\$	420.00
17/09/2021	K Grant	Fitness instructor fees	\$	280.00
30/09/2021	K Grant	Fitness instructor fees	\$	280.00
17/09/2021	K Harcus	Fitness instructor fees	\$	720.00

Date	Payee	Description	Am	ount
02/09/2021	K L Coles	Part refund of dog registration	\$	150.00
24/09/2021	K Pham	Refund of planning application fee	\$	147.00
02/09/2021	K Taylor	Refund of parking permits	\$	360.00
06/09/2021	Kevrek (Australia) Pty Ltd	Plant repairs and maintenance	\$	527.34
02/09/2021	Kids Around Perth	Indoor pool review and Facebook post - BPLC	\$	250.00
08/09/2021	KJ Concha Pty Ltd ATF HODL Superannuation Fund	Superannuation	\$	1,907.31
17/09/2021	Kleen West Distributors	Cleaning supplies - various	\$	4,730.00
30/09/2021	Kone Elevators Pty Ltd	Lift service fee - BPLC	\$	925.75
17/09/2021	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	\$	428.93
02/09/2021	KS Black Pty Ltd	Electrical works - various locations	\$	21,660.21
30/09/2021	KS Black Pty Ltd	Electrical works - various locations	\$	2,044.96
30/09/2021	L Formentin	Expense reimbursement- training course	\$	59.00
02/09/2021	L J Sharp	Fitness instructor fees	\$	56.84
17/09/2021	L Morris	Refund for duplicate infringement payment	\$	70.00
30/09/2021	L O'Hagan	Local history awards 2021 - prize winner	\$	100.00
02/09/2021	L Tang	Refund of parking permits	\$	360.00
30/09/2021	LYe	Refund of infrastructure bond	\$	1.000.00
03/09/2021	L.G.R.C.E.U.	Payroll deduction	\$	20.50
06/09/2021	Landgate	Land enquiries	\$	54.40
17/09/2021	Landgate	Gross rental valuations for interims and land enquiries	\$	1,193.06
30/09/2021	Landgate	Gross rental valuations for interims	\$	297.76
17/09/2021	Leederville Cameras	Printing services - various departments	\$	260.30
02/09/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$	25,410.00
17/09/2021	Leo Heaney Pty Ltd	Reticulation flushing services - various locations	\$	1,056.00
30/09/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$	32,043.00
17/09/2021	Les Mills Asia Pacific	Licence fees for fitness classes	\$	1,610.46
17/09/2021	LGISWA	Insurance excess	\$	500.00
02/09/2021	Line Marking Specialists	Line marking services - Mary Street	\$	33.00
30/09/2021	Line Marking Specialists	Line marking services - various locations	\$	12,190.40
02/09/2021	Liveable Group Pty Ltd	Tree pruning and removal services - various locations	\$	5,230.50
17/09/2021	Liveable Group Pty Ltd	Tree pruning and removal services - various locations	\$	16,725.50
30/09/2021	Liveable Group Pty Ltd	Tree pruning and removal services - various locations	\$	1,936.00
02/09/2021	Local Government Planners Association	Staff training - various courses	\$	255.00
17/09/2021	Local Health Authorities Analytical Committee	Analytical services 2021/22	\$	9,446.17
02/09/2021	LO-GO Appointments	Temporary staff - Payroll	\$	5,082.74
06/09/2021	LO-GO Appointments	Temporary staff - Payroll	\$	1,682.32
17/09/2021	LO-GO Appointments	Temporary staff - Payroll	\$	4,903.77
24/09/2021	LO-GO Appointments	Temporary staff - Payroll	\$	2,720.34
02/09/2021	Luke Riley Creative	Event photography - COV native plant sale	\$	297.50

Date	Payee	Description		ount
02/09/2021	M G Jajko	Fitness instructor fees	\$	56.84
17/09/2021	M G Jajko	Fitness instructor fees	\$	56.84
30/09/2021	M G Jajko	Fitness instructor fees	\$	56.84
17/09/2021	M Hayes	Refund of infrastructure bond	\$	1,750.00
17/09/2021	M L Humich	Fitness instructor fees	\$	170.52
17/09/2021	M P Slyth	Reimbursement from heritage assistance fund	\$	261.25
02/09/2021	M Sinclair	Part refund of Beatty Park Leisure Centre fees	\$	87.41
02/09/2021	M Slater	Fitness instructor fees	\$	120.58
17/09/2021	M Slater	Fitness instructor fees	\$	60.29
30/09/2021	M Slater	Fitness instructor fees	\$	60.29
02/09/2021	M W Bayly	Crossover subsidy	\$	535.00
17/09/2021	Macri Partners	Audit of 'Better bins' programme	\$	990.00
17/09/2021	Major Motors Pty Ltd	Truck repairs and maintenance	\$	1,180.98
17/09/2021	Manheim Pty Ltd	Towing services	\$	236.50
02/09/2021	Marketforce Pty Ltd	Advertising services - various departments	\$	395.71
17/09/2021	Marketforce Pty Ltd	Advertising services - various departments	\$	16,919.22
06/09/2021	Massey's Herd	Milk supplies - Depot	\$	561.00
02/09/2021	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	\$	214.01
24/09/2021	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	\$	214.01
15/09/2021	Mayor E Cole	Council meeting fee	\$	7,875.25
30/09/2021	Mayor E Cole	Expense reimbursement - mileage allowance	\$	492.00
17/09/2021	McCain Building Pty Ltd	Refund of infrastructure bond	\$	2,000.00
30/09/2021	McGees Property	Market valuation - Avenue and Frame Court car parks	\$	4,675.00
30/09/2021	McGees Property	Market valuation - Halvorsen Hall	\$	1,650.00
02/09/2021	McIntosh & Son WA	Plant repairs and maintenance	\$	3,904.49
17/09/2021	McLeods Barristers & Solicitors	Legal services - SAT matter, 3 Bulwer Avenue	\$	578.28
30/09/2021	Melville Renault / Magic Kia	Purchase of vehicle, as per fleet management programme	\$	51,215.45
08/09/2021	Mercer Spectrum	Superannuation	\$	7,585.39
29/09/2021	Mercer Spectrum	Superannuation	\$	5,118.57
02/09/2021	Mermaid Melody	Entertainment for Beatty Park indoor pool open day	\$	350.00
30/09/2021	MessageMedia	SMS integrating for Phoenix	\$	128.54
30/09/2021	Messages on Hold	On hold' equipment and programming upgrade	\$	463.84
17/09/2021	Michael & Bettina Iwanoff	Refund of infrastructure bond	\$	2,000.00
02/09/2021	Michael Page International Australia Pty Limited	Temporary staff - Engineering	\$	2,055.44
30/09/2021	Michelle Kiddie Photography	Photography services - Local history awards	\$	198.00
17/09/2021	Midland Brick Company	Supply of bricks	\$	1,973.25
02/09/2021	Mind Over Matter Health and Fitness	Seniors weekly fitness classes	\$	140.00
06/09/2021	Mind Over Matter Health and Fitness	Seniors weekly fitness classes	\$	70.00
17/09/2021	Mind Over Matter Health and Fitness	Seniors weekly fitness classes	\$	140.00

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Date	Payee	Description	Amo	ount
30/09/2021	Mind Over Matter Health and Fitness	Seniors weekly fitness classes	\$	140.00
02/09/2021	Mindarie Regional Council	Non processable waste	\$	7,282.05
17/09/2021	Mindarie Regional Council	Processable and non processable waste and reimbursement of administration		
		expenses - September 21	\$	206,890.10
24/09/2021	Mindarie Regional Council	Reimbursement of administration expenses - August 21	\$	32,208.09
30/09/2021	Mindarie Regional Council	Processable and non processable waste	\$	39,441.23
02/09/2021	Minter Ellison	Legal services - General employment matters	\$	11,355.52
17/09/2021	Mt Hawthorn Property Pty Ltd	Rates refund - due to overpayment	\$	2,072.42
02/09/2021	Muchea Tree Farm	Supply of plants for COV native plant sale	\$	2,768.60
17/09/2021	My Best Friend Veterinary Centre	Vet services - August 21	\$	1,862.40
17/09/2021	N Kumar	Distribution services - 3400 postcards for various consultations	\$	346.50
02/09/2021	Nao Williams	Fitness instructor fees	\$	120.00
17/09/2021	Natural Area Holdings Pty Ltd	Weed control - Les Lilleyman Reserve (Spring)	\$	2,586.54
30/09/2021	New Dimension Mechanical Services	Water fountain repairs - BPLC	\$	440.24
06/09/2021	Nightlife Music Pty Ltd	Crowd DJ and hire of audio/video equipment - BPLC	\$	518.77
30/09/2021	Nightlife Music Pty Ltd	Crowd DJ - BPLC	\$	417.94
02/09/2021	Node1 Internet	Fixed wireless internet charges - September 21	\$	189.00
30/09/2021	Node1 Internet	Fixed wireless internet charges - October 21	\$	189.00
02/09/2021	Noma Pty Ltd	Design advisory consultancy fee	\$	440.00
17/09/2021	Noma Pty Ltd	Design advisory consultancy and meeting fees	\$	2,640.00
17/09/2021	Northsands Resources	Sand supplies	\$	431.15
17/09/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$	2,932.71
30/09/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$	198.00
02/09/2021	O C Duff	Crossover subsidy and refund of infrastructure bond	\$	1,000.00
02/09/2021	Officeworks Ltd	Office supplies and consumables	\$	235.86
17/09/2021	Officeworks Ltd	Office supplies and consumables	\$	250.00
30/09/2021	Officeworks Ltd	Office supplies and consumables, purchase of office furniture - various	<u> </u>	
		locations; gift cards for community panel members	\$	1,959.24
02/09/2021	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$	2,731.52
17/09/2021	Osborne Park Volkswagen	Vehicle service and repairs - 1HAM233	\$	677.00
30/09/2021	Otis Elevator Company Pty Ltd	Lift maintenance - Admin	\$	2,357.74
17/09/2021	P Cicanese	Expense reimbursement - court parking costs	\$	49.39
02/09/2021	P J Diviney	Rates refund - due to overpayment	\$	1,442.46
02/09/2021	P Stokes	Fitness instructor fees	\$	90.00
02/09/2021	P Tran	Fitness instructor fees	\$	113.68
17/09/2021	P Tran	Fitness instructor fees	\$	113.68
30/09/2021	P Tran	Fitness instructor fees	\$	284.20
30/09/2021	P Walker	Part refund of Beatty Park Leisure Centre fees	\$	231.82
17/09/2021	Parks and Leisure Australia	Staff training - WA play space technical tour	\$	242.00

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Date	Payee	Description	Am	ount
17/09/2021	PeopleSense by Altius	Counselling services	\$	1,751.20
02/09/2021	Perth Bouncy Castle Hire	Inflatable slide hire - Beatty Park indoor pool open day	\$	1,166.00
02/09/2021	Perth Property Management	Refund of September parking permits	\$	540.00
30/09/2021	Perth Property Management	Refund of October parking permits	\$	540.00
17/09/2021	Pink and Grey Marketing	Temporary staff - Marketing	\$	600.00
30/09/2021	Pink and Grey Marketing	Temporary staff - Marketing	\$	2,325.00
30/09/2021	Pitney Bowes Australia Pty Ltd	Seal bottles for letter folding machine	\$	176.00
17/09/2021	Plantrite	Supply of plants	\$	8,691.54
17/09/2021	Plastic Card Printing Pty Ltd	Supply of authorisation cards	\$	25.30
24/09/2021	Plastic Card Printing Pty Ltd	Supply of authorisation cards	\$	14.30
30/09/2021	Pointsbuild Pty Limited	Staff training - fire safety	\$	176.00
30/09/2021	Poolshop Online Pty Ltd	Pool chemicals - BPLC	\$	1,757.80
30/09/2021	PPG Industries Australia Pty Ltd	Supply of paint	\$	1,524.73
02/09/2021	Print and Sign Co	Printing services - various departments	\$	486.20
17/09/2021	Print and Sign Co	Printing services - various departments	\$	1,394.95
30/09/2021	Print and Sign Co	Printing services - various departments	\$	964.26
06/09/2021	Priority 1 Fire and Safety Pty Ltd	Staff training - Fire warden awareness (BPLC)	\$	770.00
06/09/2021	Pro Turf Services	Plant repairs and maintenance	\$	623.92
30/09/2021	Proficiency Group Pty Ltd	Annual software maintenance - Content Manager	\$	1,975.50
06/09/2021	Profounder Turfmaster Pty Ltd	Turf maintenance - various locations	\$	8,783.04
17/09/2021	Profounder Turfmaster Pty Ltd	Turf maintenance - Leederville Oval	\$	10,070.00
30/09/2021	Profounder Turfmaster Pty Ltd	Turf maintenance - various locations	\$	9,575.04
02/09/2021	Programmed Integrated Workforce Ltd	Temporary staff - Parks	\$	3,708.82
17/09/2021	Programmed Integrated Workforce Ltd	Temporary staff - Parks	\$	1,625.80
24/09/2021	Programmed Integrated Workforce Ltd	Temporary staff - Parks	\$	3,442.45
02/09/2021	Programmed Skilled Workforce Limited	Temporary staff - various departments	\$	4,304.45
17/09/2021	Programmed Skilled Workforce Limited	Temporary staff - Waste	\$	3,203.43
24/09/2021	Programmed Skilled Workforce Limited	Temporary staff - Engineering	\$	22,736.27
30/09/2021	Programmed Skilled Workforce Limited	Temporary staff - various departments	\$	6,385.56
02/09/2021	Protector Fire Services Pty Ltd	Service fire equipment - BPLC	\$	5,801.84
06/09/2021	Protector Fire Services Pty Ltd	Service fire equipment - BPLC	\$	542.19
17/09/2021	Protector Fire Services Pty Ltd	Service fire equipment - various locations	\$	220.00
30/09/2021	Protector Fire Services Pty Ltd	Service fire equipment - BPLC	\$	429.00
02/09/2021	Quality Press	Printing services - animal registration forms	\$	515.90
17/09/2021	R Camerer	Part refund of Beatty Park Leisure Centre fees	\$	207.58
02/09/2021	R Crawley	Part refund of dog registration	\$	150.00
30/09/2021	R Gaut	Part refund of dog registration	\$	150.00
30/09/2021	R Gidgup	Local history awards 2021 - prize winner	\$	200.00
02/09/2021	R H Audino	Rates refund - due to overpayment	\$	1,832.16
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Date	Payee	Description		ount
17/09/2021	RLHII	Expense reimbursement- 3 laptop bags (Compliance)	\$	89.85
02/09/2021	Rada & Neso Services	Carpet cleaning services - BPLC	\$	700.00
17/09/2021	Rada & Neso Services	Cleaning services - BPLC	\$	9,600.00
30/09/2021	Rada & Neso Services	Cleaning services - BPLC	\$	1,350.00
02/09/2021	Rawlinsons (WA)	Cost estimate reports - various projects	\$	3,740.00
17/09/2021	Rawlinsons (WA)	Cost estimate report - Hyde Park West ablutions refurbishment	\$	1,540.00
17/09/2021	Raymond Lesley Espinos	Fitness instructor fees	\$	454.72
30/09/2021	REALMstudios Pty Ltd	Design advisory meeting fees	\$	440.00
17/09/2021	Rebecca Mathias	Fitness instructor fees	\$	300.00
30/09/2021	Rebecca Mathias	Fitness instructor fees	\$	300.00
17/09/2021	Rebound WA	Donation - Wheelchair challenge	\$	500.00
17/09/2021	Redimed Pty Ltd	Employee medical services	\$	341.00
30/09/2021	Redimed Pty Ltd	Employee medical services	\$	335.50
02/09/2021	Regents Commercial	Rent - Barlee Street car park (September 21)	\$	6,050.00
24/09/2021	Regents Commercial	Rent - Barlee Street car park (October 21)	\$	6,050.00
30/09/2021	Regents Commercial	Variable outgoings - Barlee Street car park	\$	2,882.73
02/09/2021	Rellim Brickwork	Reinstate dividing brick wall - Britannia Reserve	\$	2,445.00
17/09/2021	Rellim Brickwork	Remove and rebuild brick piers - Britannia Reserve	\$	1,250.00
06/09/2021	REmida Perth Inc	Annual membership renewal	\$	230.00
17/09/2021	Renew Property Maintenance	Clearing rights of way and tipping fees - various locations	\$	5,555.00
30/09/2021	Repco	Auto part supplies - various	\$	137.34
06/09/2021	Revelation Perth International Film Festival Inc.	Sponsorship - Perth international film festival 2021	\$	22,000.00
30/09/2021	Revelation Perth International Film Festival Inc.	Film project 2021/22 - first progress payment of three	\$	11,000.00
17/09/2021	Richard Harrison	Bee removal services - Egina Street	\$	150.00
17/09/2021	Ringie	Onsite support - Cisco telephony service	\$	2,970.00
30/09/2021	Ringie	Onsite support - Cisco telephony service	\$	3,630.00
02/09/2021	Robert Logan Homes Pty Ltd	Refund of right of way bond	\$	500.00
30/09/2021	Roof Safety Solutions Pty Ltd	Height safety inspections - various locations	\$	2,596.00
24/09/2021	Rosemount Hotel	Catering services for City event - Citizenship ceremony	\$	990.00
02/09/2021	Rosewood Care Group Inc.	Rates refund - due to overpayment	\$	14,593.06
02/09/2021	RPG Auto Electrics	Plant repairs and maintenance	\$	2,012.01
06/09/2021	RPG Auto Electrics	Plant repairs and maintenance	\$	187.00
17/09/2021	RPG Auto Electrics	Plant repairs and maintenance	\$	452.10
30/09/2021	RPG Auto Electrics	Dashcam installation - various vehicles	\$	7,150.00
02/09/2021	Rubek Automatic Doors	Repair automatic door - Loftus Recreation Centre	\$	242.00
17/09/2021	Rubek Automatic Doors	Repair automatic door - Admin	\$	145.20
02/09/2021	S Patchett	Fitness instructor fees	\$	360.00
17/09/2021	S Patchett	Fitness instructor fees	\$	720.00
30/09/2021	S Patchett	Fitness instructor fees	\$	360.00
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Date	Payee	Description	Am	ount
17/09/2021	S Ŵalsh	Artist fees for indoor pool tile artwork	\$	1,000.00
17/09/2021	Safari Building Products	Hardware supplies - Depot	\$	1,450.13
17/09/2021	Sage Consulting Engineers	Electrical design - Britannia Reserve floodlighting	\$	6,688.00
30/09/2021	Sage Consulting Engineers	Electrical design and consultancy - Britannia Reserve floodlighting	\$	1,980.00
17/09/2021	Saltus Built Pty Ltd	Refund of infrastructure bond	\$	2,000.00
02/09/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$	2,981.00
17/09/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$	1,727.00
30/09/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$	8,327.00
30/09/2021	Sanax Medical & First Aid Supplies	First aid supplies - BPLC	\$	182.66
17/09/2021	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$	398.00
17/09/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$	243.75
02/09/2021	Scarboro Toyota	Vehicle service and repairs	\$	293.05
17/09/2021	Scarboro Toyota	Vehicle service and repairs	\$	844.12
30/09/2021	Scarboro Toyota	Vehicle service and repairs	\$	469.55
17/09/2021	Securus	Security services - various locations	\$	4,707.13
02/09/2021	ServiceFM Pty Ltd	Cleaning services - Loftus Community Centre	\$	2,811.67
17/09/2021	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations	\$	33,914.86
02/09/2021	Sifting Sands	Sand cleaning service - Shakespeare Street Reserve	\$	299.20
17/09/2021	Sigma Chemicals	Pool chemicals and pool equipment repairs - BPLC	\$	3,889.16
24/09/2021	Sigma Chemicals	Pool chemicals - BPLC	\$	268.95
30/09/2021	Signbiz WA Pty Ltd	Sign supplies - various locations	\$	1,091.20
30/09/2021	Skye Group Pty Ltd	Merchandise - BPLC	\$	1,562.64
30/09/2021	Slater-Gartrell Sports	Remove old and install new wicket - Britannia Reserve	\$	8,388.60
17/09/2021	Smoke and Mirrors AV	Supply of PA system - Citizenship ceremony	\$	874.25
06/09/2021	Solo Resource Recovery	Pressure cleaning services - various locations	\$	42,871.13
17/09/2021	Soundtown	Accessories to PA system - BPLC	\$	655.20
30/09/2021	Soundtown	Accessories to PA system - BPLC	\$	119.00
17/09/2021	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	\$	660.00
17/09/2021	Specialist Mail Services	Printing services - postcards for sustainable home month	\$	141.90
17/09/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$	10,102.40
30/09/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$	6,325.55
02/09/2021	Sportsworld Of WA	Merchandise - BPLC	\$	2,238.50
30/09/2021	Sportsworld Of WA	Merchandise - BPLC	\$	12,898.05
02/09/2021	SPP Group WA Pty Ltd	Mechanical consultancy - DLGSC	\$	5,445.00
17/09/2021	St John Ambulance Western Australia Ltd	Staff first aid training and servicing Depot first aid kits	\$	2,883.21
17/09/2021	Steann Pty Ltd	Bulk verge hard waste collection	\$	46,047.65
24/09/2021	Steann Pty Ltd	Bulk verge hard waste collection	\$	55,853.05
08/09/2021	Steeg Banham Superannuation Fund	Superannuation	\$	306.68
30/09/2021	Stephen Carrick Architects Pty Ltd	Design advisory meeting fees and heritage advice	\$	1,320.00

Date	Payee	Description	Am	ount
02/09/2021	Stott Hoare	Supply of computer monitors and accessories	\$	5,923.50
17/09/2021	Stott Hoare	Supply of computers	\$	19,767.00
30/09/2021	Suez Recycling & Recovery Pty Ltd	Waste collection - BPLC	\$	1,402.42
30/09/2021	Sun Bum Australia Pty Ltd	Merchandise - BPLC	\$	1,903.01
08/09/2021	SuperChoice Services Pty Ltd	Superannuation	\$	335,095.71
24/09/2021	Swimming WA	Hire of training room - COV digital archive project	\$	2,522.58
30/09/2021	Swimming WA	Hire of training room - COV digital archive project	\$	1,261.29
02/09/2021	Synergy	Electricity and gas charges - various locations	\$	970.50
06/09/2021	Synergy	Electricity and gas charges - various locations	\$	23,021.53
17/09/2021	Synergy	Electricity and gas charges - various locations	\$	78,464.60
24/09/2021	Synergy	Electricity and gas charges - various locations	\$	27,310.06
30/09/2021	Synergy	Electricity and gas charges - various locations	\$	1,384.78
30/09/2021	T N Mathews	Local history awards 2021 - prize winner	\$	300.00
02/09/2021	Tamala Park Regional Council	GST for sale of land - July 21	\$	1,585,17
30/09/2021	Tamala Park Regional Council	GST for sale of land - August 21	\$	11,415.96
17/09/2021	Tangibility Pty Ltd	Supply of FOGO promotional items	\$	7,364.50
17/09/2021	Technologically Speaking	Digital health literacy workshop - Library	\$	400.00
17/09/2021	Technology One Ltd	GIS consulting services	\$	2,156.00
02/09/2021	Teena Smith	Fitness instructor fees	\$	710.00
17/09/2021	Teena Smith	Fitness instructor fees	\$	1,170.00
30/09/2021	Teena Smith	Fitness instructor fees	\$	380.00
02/09/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$	931.75
30/09/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$	501.72
02/09/2021	Temptations Catering	Catering for City event - community panel workshop	\$	394.26
17/09/2021	Temptations Catering	Catering for City event - community panel workshop	\$	475.64
17/09/2021	The Backlot Perth	Cinema hire - NAIDOC week Firestarter screening	\$	495.00
30/09/2021	The BBQ Man	BBQ and pressure cleaning services - various locations	\$	6,117.64
30/09/2021	The Nappy Guru	Cloth nappy subsidy program	\$	210.00
24/09/2021	The Pink Tank	Cartoon poster design - BPLC sauna	\$	385.00
17/09/2021	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain	\$	891.00
06/09/2021	The Salvation Army	Rates refund - due to overpayment	\$	1,560.00
08/09/2021	The Trustee for Fergco Family Super Fund	Superannuation	\$	2,924,34
08/09/2021	The Trustee for Guild Retirement Fund	Superannuation	\$	857.27
02/09/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$	10,398.30
17/09/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$	5,024.80
30/09/2021	Tom Lawton - Bobcat Hire	Bobcat hire and tipping fees for verges	\$	12,232.00
30/09/2021	Toolmart Australia Pty Ltd	Hardware supplies - Depot	\$	107.40
02/09/2021	Total Green Recycling	Electronic waste recycling	\$	599.82
02/09/2021	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	\$	449.75
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Date	Payee	Description	Am	ount
17/09/2021	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	\$	658.90
30/09/2021	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	\$	7,805.18
17/09/2021	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Replace hazard boards - various locations	\$	1,573.00
30/09/2021	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Supply of road marking tape	\$	1,022.18
30/09/2021	Tree Amigos	Street trees and parks pruning/removal - various locations	\$	9,435.01
17/09/2021	Trident Plastics (SA) Pty Ltd	Supply of waste bins	\$	32,760.20
24/09/2021	Trisley's Hydraulic Services Pty Ltd	Pool filtration renewal and associated works - BPLC	\$	136,408.80
30/09/2021	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance and water treatment - BPLC	\$	792.00
02/09/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$	2,038.56
17/09/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$	991.35
30/09/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$	2,123.52
02/09/2021	Trustees for The Folan Family Trust	Staff training - Executive coaching	\$	3,763.37
17/09/2021	Trustees for The Folan Family Trust	Design and facilitation of HR team session	\$	1,980.00
30/09/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$	1,379.40
06/09/2021	Universal Diggers	Plant hire - Depot	\$	5,522.00
17/09/2021	Universal Diggers	Plant hire - Depot	\$	8,984.25
30/09/2021	Universal Diggers	Plant hire - Depot	\$	16,381.75
30/09/2021	V Baisden	Reimbursement of playgroup fees	\$	190.00
30/09/2021	V L Momsen	Part refund of dog registration	\$	150.00
02/09/2021	V L Tran	Part refund of Beatty Park Leisure Centre fees	\$	688.93
02/09/2021	Vinsan Contracting Pty Ltd	Refund of infrastructure bond	\$	1,000.00
02/09/2021	Vorgee Pty Ltd	Merchandise - BPLC	\$	1,151.37
30/09/2021	Vorgee Pty Ltd	Merchandise - BPLC	\$	396.00
02/09/2021	W.A. Hino Sales & Service	Plant repairs and maintenance	\$	805.00
17/09/2021	W.A. Hino Sales & Service	Plant repairs and maintenance	\$	1,210.30
17/09/2021	WA Structural Consulting Engineers Pty Ltd	Engineering inspection - North Perth common	\$	3,850.00
30/09/2021	Walter & Doolan - Leisha Eatts	Welcome to Country - Local History awards	\$	600.00
02/09/2021	Water Corporation	Water charges - various locations	\$	2,054.35
17/09/2021	Water Corporation	Water charges - various locations	\$	14,965.58
24/09/2021	Water Corporation	Water charges - various locations	\$	23,710.36
17/09/2021	WC Convenience Management Pty Ltd	Maintenance of exeloos - various locations	\$	3,992.44
02/09/2021	West Australian Newspapers Limited	Library newspaper delivery	\$	288.00
02/09/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - various locations	\$	762.30
17/09/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Recreation Centre	\$	192.50
30/09/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - Charles Veryard Reserve	\$	212.30
02/09/2021	West-Sure Group Pty Ltd	Cash collection services - Admin	\$	125.40
17/09/2021	West-Sure Group Pty Ltd	Cash collection services - various locations	\$	2,545.29
17/09/2021	Wilson Security	Security services - various locations	\$	214.50
17/09/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$	667.22
		Page 15 of 16	Ψ	007.22

Date	Payee	Description	An	nount
30/09/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$	299.29
30/09/2021	Woodlands Distributors Pty Ltd	Supply of compostable dog waste bags	\$	8,045.40
17/09/2021	Work Metrics Pty Ltd	Online inductions - BPLC	\$	110.00
06/09/2021	Worldwide East Perth	Printing services - various departments	\$	231.00
17/09/2021	Worldwide East Perth	Printing services - various departments	\$	423.50
24/09/2021	Yael K & Associates	Refund of planning application fee	\$	295.00
02/09/2021	YogaNut	Fitness instructor fees	\$	360.00
17/09/2021	YogaNut	Fitness instructor fees	\$	420.00
30/09/2021	YogaNut	Fitness instructor fees	\$	360.00
02/09/2021	Yolande Gomez	Fitness instructor fees	\$	260.52
17/09/2021	Yolande Gomez	Fitness instructor fees	\$	203.68
30/09/2021	Yolande Gomez	Fitness instructor fees	\$	260.52
02/09/2021	Zipform	Print and supply budget information brochures and flyers, envelopes and rates notices 2021/22	\$	32,066.95
30/09/2021	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$	248.00
			\$	5,674,040.76
			† ·	_,,
Payroll				
10/09/21	Ad hoc		\$	15,732.00
14/09/21	Pay 6		\$	646,652.18
28/09/21	Pay 7		\$	644,742.98
Total Payrol			\$	1,307,127.16
Total Payme	nts		\$	6,981,167.92
			Ť	-,
			-	

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Creditors Report - Payments by Cheque				
		01/09/21 to 30/09/21		
Creditor	Date	Payee	Description	Amount
00082671	01/09/2021	Petty Cash - Finance	Petty cash recoup	\$390.80
00082672	13/09/2021	Petty Cash - Library	Petty cash recoup	\$377.25
00082673	29/09/2021	Petty Cash - CEO	Petty cash recoup	\$189.45
00082674	29/09/2021	F Howe	Local History Awards 2021 winner	\$100.00
00082675	29/09/2021	M Vercoe	Local History Awards 2021 winner	\$100.00
00082676	29/09/2021	G Fraser	Local History Awards 2021 winner	\$250.00
Total Nett Cheque Payments				\$ 1,407.50

		Creditors Report - Payments b	y Direct Debit		
	_	01/09/21 to 30/09/2	1		
Credit Card Transactions for the Period 6					
Card Holder	Date	Payee	Description	Am	ount
CEO	06/08/2021	CPP Council House	Parking fee - DPLH meeting	\$	15.14
	12/08/2021	Nespresso	Catering for City event - Council	\$	244.80
	21/08/2021	WA News	Newspaper subscription	\$	83.60
	23/08/2021	Leederville Foods Pty Ltd	Catering for City event - Council	\$	23.94
			Registration for Mayor E Cole - Company directors course		
		Australian Institute of Company Directors	(COV 50% share of payment)	\$	3,911.50
	26/08/2021	Leederville Foods Pty Ltd	Catering for City event - staff event	\$	285.48
	27/08/2021	The Re Store (WA) Pty Ltd	Catering for City event - Council	\$	152.77
				\$	4,717.23
Director Community & Business Services	25/08/2021	Akolade Pty Ltd	National Youth Health Summit	\$	2,638.90
	1		r		
Manager Marketing & Partnerships	07/08/2021		Advertising	\$	143.00
	10/08/2021	•	Email campaign	\$	728.92
	15/08/2021	Shutterstock	Image download subscription	\$	99.00
	23/08/2021	Asana.com	Subscription - work flow graphic design tool	\$	858.29
	23/08/2021	International transaction fee	Subscription - work flow graphic design tool	\$	21.46
				\$	1,850.67
Manager ICT	06/08/2021	Sendarid	Application programming interface software	\$	122.29
		International transaction fee	Application programming interface software	\$	3.06
		Officeworks	IT accessories - phone covers, cables and chargers	\$	415.88
		Officeworks	IT accessories - USB hub	\$	58.63
		Assetsonar.com	IT asset management software	\$	14.16
		International transaction fee	IT asset management software	\$	0.35
		Officeworks	Supply of 3 iPad minis for BPLC swim school	\$	1,797.00
	19/08/2021		Video conferencing	\$	307.89
	19/08/2021		IT supplies - waterproof iPad cases for BPLC swim school	\$	339.83
		Dell Australia	IT supplies - laptop bags	\$	359.11
		Dynamic Gift	Disputed transaction	\$	1,738.27
		Dynamic Gift	Disputed transaction	\$	1,738.28
		Safetyculture	Mobile inspection application	\$	46.89
		Assetsonar.com	IT asset management software	\$	301.17

Page 1 of 2

Card Holder	Date	Payee	Description	An	nount
	02/09/2021	International transaction fee	IT asset management software	\$	7.53
	L	1		\$	7,250.34
Procurement and Contracts Officer	06/08/2021	Facebook	Disputed transaction	\$	5.50
	18/08/2021	SAI Global	Australian Standards - off street commercial parking	\$	129.25
	ł	1		\$	134.75
Total Corporate Credit Cards				\$	16,591.89
Direct Debits					
Lease Fees	21/09/2021	Pitney Bowes Leasing	Postal scales	\$	395.84
			Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure		
Loan Repayments		Treasury Corporation	Centre	\$	100,782.60
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$	67,909.33
Total Direct Debits including Credit C	ards	1		\$	185,679.66

#### 11.3 FINANCIAL STATEMENTS AS AT 30 SEPTEMBER 2021

#### Attachments: 1. Financial Statements as at 30 September 2021 4

#### **RECOMMENDATION:**

That Council RECEIVES the Financial Statements for the month ended 30 September 2021 as shown in Attachment 1.

### PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 30 September 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 30 September 2021: -

Note	Description	Page
1. 2. 3. 4. 5. 6. 7. 8. 9.	Statement of Financial Activity by Program Report and Graph Statement of Comprehensive Income by Nature or Type Report Net Current Funding Position Summary of Income and Expenditure by Service Areas Capital Expenditure including Funding graph and Capital Works Schedule Cash Backed Reserves Rating Information and Graph Debtors Report Beatty Park Leisure Centre Financial Position	1-3 4 5 6-15 16-23 24 25-26 27 28
		_,

### 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 (on page 1) is tracking higher than YTD budgeted revenue by \$295,743 (5.5%). The following items materially contributed to this position:

- A favourable Variance of \$232,673 due to higher than anticipated revenue collected from parking infringements and fines (Transport)
- A favourable Variance of \$191,362 due to a grant received for the Library Services and an increase in administration fees, usage fees and charges (Recreation and Culture)
- An unfavourable Variance of \$193,121 due to timing variance in issuing of food premises licences (Health)

**Revenue by Nature or Type** (on page 4) is tracking slightly higher than the YTD budgeted revenue by \$281,181 (0.7%). The following items materially contribute to this position:

- A favourable Variance of \$364,488 higher than anticipated variable recoups and building licences (Other Revenue).
- An unfavourable variance of \$165,227 due to delay in opening of indoor swimming pool resulting in reduced admission fees and merchandise sales (Fees and Charges).

Expenditure by Program (on page 1) is favourable, attributed by an under-spend of \$2,661,928 (12.8%) compared to the YTD budget. The following items materially contributed to this position:

- An under-spend of \$1,193,594 mainly contributed by timing variances of maintenance works at various City facilities, various works in parks and reserves and due to delay in opening of swimming pool (Recreation and Culture).
- A favourable variance of \$926,466 mainly contributed by timing variances of works relating to waste collection, tipping costs and recycling services (Community Amenities).
- A favourable variance of \$135,369 because of budget to actuals timing variance relating to Legal fees and subscriptions costs, IT software maintenance and records management costs. (Governance).
- A favourable variance of \$130.219 mainly contributed by a timing variance in utility charges for street lighting and maintenance costs relating to carpark operations (Transport).

Expenditure by Nature or Type (on page 4) is favourable, attributed by an under-spend of \$2,661,930(12.8%). The following items materially contributed to this position:

- There is an under-spend of \$2,204.870 (17.4%) primarily attributed by timing variances of works and reversal of accrual amounts relating to expenditure for works completed in the last financial year (Materials and Contracts). The following items materially contributed to this position:
  - Operating projects within multiple areas of \$650,620 relating to timed phasing of strategic planning 0 programs and leisure planning programmes.
  - Waste services \$562,994 relating to tipping, bulk verge & recycling costs. 0
  - Maintenance works \$480,000 relating to building maintenance; various sites & street cleaning 0 works.
  - Information Technology software licences \$282,668 relating to timed phasing of purchases. 0
- Employee costs reflect a favourable variance of \$211,208 mainly attributed to the following items:
  - Under-spend in staff training courses and agency labour costs, compared to budget 0
  - Vacant staff positions within business units yet to be filled. 0
  - Savings at Beatty Park because of delay in opening of the new swimming pool resulting in less 0 than anticipated required staff.
- There is an under-spend of \$190,123 contributed by cumulative timing variances of works across multiple areas that are individually immaterial. (Other expenditure)

### Surplus Position – Year End 2020/2021

The surplus position brought forward at the beginning of 2021/2022 (from Year End 2020/2021) is \$7,730,738, compared to the adopted budget amount of \$5,166,974. The actual opening surplus figure will be adjusted once the year audit has been finalised in November 2021.

### **Transactions of Note**

The Statement of Financial Activity (Note 1 Page 1) shows that the City of Vincent has drawn down on the WA Treasury Corporation (WATC) loan of \$7,083,333 to facilitate a payment to the Mindarie Regional Council to exit the Resource Recovery Facility (RRF) agreement as of 31 August 2021. The City of Vincent was a one twelfth partner in this arrangement. More information on the end of the RRF waste processing agreement can be found at Resource Recovery Facility - Mindarie Regional Council (mrc.wa.gov.au).

The City of Vincent estimated the exit payment to be \$7,500,000, however the final exit agreement was lower at \$7,083,333. The WATC loan has a 10-year cost of \$7,538,420, as compared to the original business case estimate of \$8,200,000.

This is one of three changes made to the City of Vincent's waste services in 2022, which are:

- Exit the Resource Recovery Facility agreement;
   Start FOGO service (Food Organics and Garden Organics); and
- 3. Exit delivery of Commercial Waste.

The WATC loan will be repaid by savings generated from waste service efficiencies. From Year 2 to Year 10, waste service changes will deliver an annual (average) saving to expenditure of \$347,000, after repayments have been made to the WATC loan. The 10 year Net Present Value for the waste services business case is \$2.4M.

### **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. <u>Statement of Financial Activity by Program Report (Note 1 Page 1-3)</u>

This statement of financial activity shows operating revenue and expenditure classified by Program

2. <u>Statement of Comprehensive Income by Nature or Type Report (Note 2 Page 4)</u>

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. <u>Summary of Income and Expenditure by Service Areas (Note 4 Page 6 -15)</u>

This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.

5. <u>Capital Expenditure and Funding Summary (Note 5 Page 16 - 23)</u>

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.

	Adopted Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Land and Buildings	9,328,220	465,000	847,762	90.9%
Infrastructure Assets	7,831,761	195,000	982,101	87.5%
Plant and Equipment	2,991,056	0	77,024	97.4%
Furniture and Equipment	2,007,673	100,000	144,782	92.8%
Total	22,158,710	760,000	2,051,669	90.7%
FUNDING	Adopted Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Own Source Funding - Municipal	10,240,502	320,000	1,902,219	81.4%
Cash Backed Reserves	3,365,850	440,000	8,875	99.7%
Capital Grant and Contribution	7,249,525	0	112,847	98.4%
Other (Disposals/Trade In)	1,302,833	0	27,728	97.9%
Total	22,158,710	760,000	2,051,669	90.7%

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

### 6. <u>Cash Backed Reserves (Note 6 Page 24)</u>

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The provisional balance as at 30 September 2021 is \$11,893,081.

7. Rating Information (Note 7 Page 25 - 26)

The notices for rates and charges levied for 2021/22 were issued on 22 July 2021. *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	27 August
	2021
Second	29 October
Instalment	2021
Third Instalment	7 January
	2022
Fourth	11 March
Instalment	2022

Rates debtors for 2021/22 was raised on 7July 2021 after the adoption of the budget.

There has been a stronger than expected uptake of instalment payment options, which has resulted in lower collectables, and higher instalment fees.

The outstanding rates debtors balance as at 30 September 2021 was \$16,578,034 excluding deferred rates of \$109,217.

The outstanding rates percentage as at 30 September 2021 was 41% compared to 47% for the similar period last year, noting rates in 2020/21 were raised in August 2020 as compared to July 2021 for the current financial year.

### 8. <u>Receivables (Note 8 Page 27)</u>

Total trade and other receivables as at 30 September 2021 were \$2,153,706.

Below is a summary of the significant items with an outstanding balance over 90 days:

 \$1,437,702 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 have been transferred to long-term infringement debtors (non-current portion).

As a result, a doubtful debts provision has also been raised for:

- \$181,310 has been provided for doubtful debt (Current Up to 12 months).
- \$194,671 has been provided for doubtful debt (non-Current. Over 12 months). This complies with Australian Accounting standard (AASB 9).
- The debtors provision for the 2020/21 financials will be reviewed during the year end audit process.
- \$232,869 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 with 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. <u>Beatty Park Leisure Centre Financial Position report (Note 9 Page 28)</u>

As of 30 September 2021, the Centre's operating surplus position was \$397,941 (excluding depreciation) compared to the YTD budgeted surplus amount of \$37,339.

## 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 2021/2022 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 of 30 September 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:

The June provisional monthly financials are still to be finalised and audited. Once the audit has been completed this will be presented to Council and will result in the opening balances being updated.

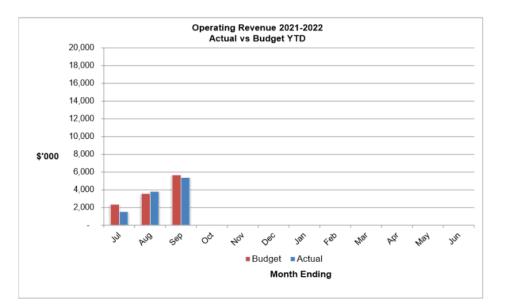
### CITY OF VINCENT NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM FOR THE PERIOD ENDED 30 SEPTEMBER 2021



	Adopted Budget 2021/22	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	YTD Variance
Opening Funding Surplus/(Deficit)	\$ 5,166,974	\$ 5,166,974	\$ 7,730,738	\$ 2,563,764	% 49.6%
Revenue from operating activities					
Governance	57,050	18,048	698	(17,350)	-96.1%
General Purpose Funding	1,406,000	460,789	574,371	113,582	24.6%
Law. Order and Public Safety	308,062	63,816	51,072	(12,744)	-20.0%
Health	336,542	234,184	41,063	(193,121)	-82.5%
Education and Welfare	139,094	43,674	45,246	1,572	3.6%
Community Amenities	637, 194	232,105	239,597	7,492	3.2%
Recreation and Culture	9,432,058	2,151,795	2,343,157	191,362	8.9%
Transport	8,829,651	2,011,302	2,243,975	232,673	11.6%
Economic Services	278,425	67,985	67,780	(205)	-0.3%
Other Property and Services	1,347,125	87,894	60,374	(27,520)	-31.3%
	22,771,201	5,371,592	5,667,335	295,743	5.5%
Expenditure from operating activities					
Governance	(3,143,338)	(692,396)	(557,027)	135,369	-19.6%
General Purpose Funding	(716,799)	(150,032)	(173,271)	(23,239)	15.5%
Law, Order and Public Safety	(4,569,291)	(1,006,498)	(928,989)	77,509	-7.7%
Health	(1,768,032)	(437,530)	(336,737)	100,793	-23.0%
Education and Welfare	(399,312)	(61,255)	(17,988)	43,267	-70.6%
Community Amenities	(24,676,227)	(12,196,472)	(11,270,006)	926,466	-7.6%
Recreation and Culture	(26,050,709)	(5,049,670)	(3,856,076)	1,193,594	-23.6%
Transport	(8,716,982)	(769,515)	(639,296)	130,219	-16.9%
Economic Services	(625,753)	(143,279)	(108,841)	34,438	-24.0%
Other Property and Services	(2,211,484)	(254,175)	(210,663)	43,512	-17.1%
	(72,877,927)	(20,760,822)	(18,098,894)	2,661,928	-12.8%
Add Deferred Rates Adjustment	0	0	13,803	13,803	0.0%
Add Back Depreciation	14,068,923	0	0	0	0.0%
Adjust (Profit)/Loss on Asset Disposal	(1,890,054)	0	0	0	0.0%
Restricted Unspent Grant					
	12,178,869	0	13,803	13,803	0.0%
Amount attributable to operating activities	(37,927,857)	(15,389,230)	(12,417,757)	2,971,474	-19.3%
Investing Activities					
Non-operating Grants, Subsidies and Contributions	7,249,525	0	112,847	112,847	0.0%
Purchase Property, Plant and Equipment	(14,326,949)	(565,000)	(1,024,969)	(459,969)	81.4%
Purchase Infrastructure Assets	(7,831,761)	(195,000)	(1,026,700)	(831,700)	426.5%
Proceeds from Joint Venture Operations	833,333	0	0	0	0.0%
Proceeds from Disposal of Assets	1,302,833	0	27,728	27,728	0.0%
Amount attributable to investing activities	(12,773,019)	(760,000)	(1,911,094)	(1,151,094)	151.5%
Financing Activities					
Proceeds from Self Supporting Loan	0	0	0	0	0.0%
Principal elements of finance lease payments	(92,839)	(23,210)	(23,210)	0	0.0%
Repayment of Debentures	(1,366,872)	(204,737)	(204,737)	0	0.0%
Proceeds from New Debentures	8,368,366	7,500,000	7,083,333	(416,667)	-5.6%
Transfer to Reserves	(3,190,415)	(739,728)	(1,004,978)	(265,250)	35.9%
Transfer from Reserves	5,177,037	681,539	663,945	(17,594)	-2.6%
Amount attributable to financing activities	8,895,277	7,213,864	6,514,353	(699,511)	-9.7%
Surplus/(Deficit) before general rates	(36,638,625)	(3,768,392)	(83,760)	3,684,633	-97.8%
Total amount raised from general rates	36,745,248	36,585,492	36,570,932	(14,560)	0.0%
Closing Funding Surplus/(Deficit)	106,623	32,817,100	36,487,173	3,670,073	11.2%
		,,	,,	-,,	

CITY OF VINCENT NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM - GRAPH AS AT 30 SEP 2021





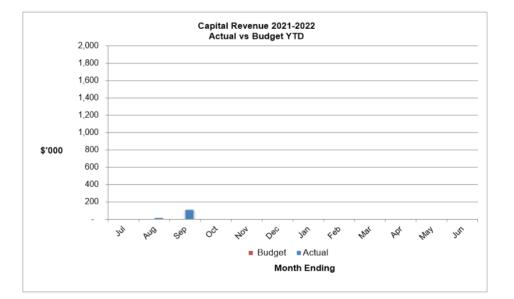


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Item 11.3- Attachment 1

CITY OF VINCENT NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM AS AT 30 SEP 2021







	Adopted Budget 2021/22	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	YTD Variance
	\$	\$	\$	\$	%
Revenue					
Rates	36,745,248	36,585,492	36,570,932	(14,560)	0%
Operating Grants, Subsidies and Contributions	810,383	208,010	222,316	14,306	6.9%
Fees and Charges	18,429,368	4,717,164	4,551,937	(165,227)	-3.5%
Interest Earnings	503,000	162,087	244,261	82,174	50.7%
Other Revenue	1,133,174	284,331	648,819	364,488	128.2%
	57,621,173	41,957,084	42,238,265	281,181	0.7%
Expenses					
Employee Costs	(26,815,330)	(6,399,820)	(6,188,612)	211,208	-3.3%
Materials and Contracts	(27,146,539)	(12,684,984)	(10,480,114)	2,204,870	-17.4%
Utility Charges	(1,603,890)	(400,841)	(334,003)	66,838	-16.7%
Depreciation on Non-Current Assets	(14,068,923)	0	0	0	0.0%
Interest Expenses	(553,948)	(98,060)	(98,061)	(1)	0.0%
Insurance Expenses	(604,121)	(135,374)	(146,484)	(11,110)	8.2%
Other Expenditure	(2,079,954)	(1,041,743)	(851,620)	190,123	-18.3%
	(72,872,705)	(20,760,822)	(18,098,893)	2,661,930	-12.8%
	(15,251,532)	21,196,262	24,139,373	2,943,111	13.9%
Non-operating Grants, Subsidies and Contributions	7,249,525	0	112,847	112,847	0.0%
Profit on Disposal of Assets	1,061,943	0	0	0	0.0%
Loss on Disposal of Assets	(5,222)	0	0	0	0.0%
Profit on Assets Held for Sale (TPRC Joint Venture)	833,333	0	0	0	0.0%
	9,139,579	0	112,847	112,847	0.0%
Net result	(6,111,953)	21,196,262	24,252,220	3,055,958	14.4%

### Other comprehensive income

Items that will not be reclassified subsequently to profit or loss

Total comprehensive income

(6,111,953)	21,196,262	24,252,220	3,055,958	14.4%
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# CITY OF VINCENT NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY NOTE 3 - NET CURRENT FUNDING POSITION FOR THE PERIOD ENDED 30 SEPTEMBER 2021

	Note	YTD Actual	FY Actual
		30/09/2021	30/06/2021
		\$	\$
Current Assets			
Cash Unrestricted		31,148,539	12,886,414
Cash Restricted		11,893,080	11,552,048
Investments		11,000	11,000
Receivables - Rates	7	16,578,034	1,512,805
Receivables - Other	8	2,153,706	2,199,337
Inventories		212,817	195,581
	_	61,997,176	28,357,185
Less: Current Liabilities			
Payables		(11,217,560)	(6,370,465)
Provisions - employee		(4,702,441)	(4,687,687)
	_	(15,920,001)	(11,058,152)
Unadjusted Net Current Assets		46,077,175	17,299,033
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(11,893,081)	(11,552,049)
Less: Restricted- Sundry Debtors( Non-Operating Grant)		0	0
Less: Shares transferred from non current asset		(11,000)	(11,000)
Add: Current portion of long term borrowings		1,255,616	930,732
Add: Infringement Debtors transferred to non current asset		971,183	971,183
Add: Current portion of long term finance lease liabilities		87,280	92,839
	_	(9,590,002)	(9,568,295)
Adjusted Net Current Assets	_	36,487,173	7,730,738

AND NO

CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance Variance Commentary
	2020/21	30/09/2021	30/09/2021	TID Vallance	% variance variance commentary
Chief Executive Office					
01000 - Chief Executive Officer					
Expenditure					
Employee Costs	410,727	97,976	110,992	13,016	13%
Internal Allocations	26,547	3,444	2,921	(523)	-15%
Internal Recovery	(609,834)	(155,146)	(185,910)	(30,764)	20%
Materials and Contracts	149,200	49,324	66,840	17,516	36%
Other Employee Costs Other Expenditure	22,362	4,314	4,781	467	1196
Expenditure Total	1,000	88	376	288	327%
01000 - Chief Executive Officer Total	2	0		0	0%
	2			0	0%
01005 - Members Of Council					
Expenditure					
Employee Costs	84,333	20,121	7,491	(12,630)	-63%
Internal Allocations	46,294	9,590	8,154	(1,435)	-15%
Materials and Contracts	410,200	75,549	75,437	(112)	0%
Other Employee Costs	20,200	5,052	3,556	(1,495)	-30%
Other Expenditure	47,600	6,276	5,702	(574)	-9%
Expenditure Total	608,627	116,688	100,340	(16,248)	-14%
01005 - Members Of Council Total	608,627	116,688	100,340	(16,248)	-14%
01015 - Human Resource					
Income					
Retmoursements	(50,000)	(17,973)	٥	17,973	-100%
income Total	(60,000)	(17,973)	٥	17,973	-100%
Expenditure					
Employee Costs	1,039,585	213,784	214,498	714	0%
Internal Allocations	57,952	6,321	5,507	(814)	-13%
Internal Recovery	(1,289,127)	(262,528)	(274,391)	(11,863)	-13% 5%
Materials and Contracts	89,599	22,401	23.022	621	3%
Other Employee Costs	145,600	36.399	31,365	(5.034)	-14%
Other Expenditure	6.391	1.595	1	(1,595)	-100%
Expenditure Total	60,000	17,973	2	(17,971)	-100%
01015 - Human Resource Total	0	0	2	2	100%
01020 - Information Technology					
Expenditure					
Employee Costs	575,384	137,281	134,254	(3,027)	-2%
Internal Allocations	53,858	6,317	5,763	(554)	-9%
Internal Recovery	(2,230,527)	(553,917)	(266,641)	287,276	-52% Budget phasing variance in relation to software license expense
Materials and Contracts	1,597,125	409,278	126,610	(282,668)	-59% which is to be adjusted during budget review.
Other Employee Costs	3,960	990	0	(990)	-100%
Other Expenditure	200	51	14	(37)	-73%
Expenditure Total	0	0	0	0	0%
01020 - Information Technology Total	٥	0	٥	0	0%
	•				0.4
01025 - Records Management					
Income					
Fees and Charges	(300)	(75)	(498)	(423)	554%
income Total	(\$00)	(74)	(498)	(423)	664%
Expenditure					
Employee Costs	300,895	71,798	69,284	(2,514)	-4%
Internal Allocations	30,290	3,232	2,808	(424)	-13%
Internal Recovery	(372,289)	(85,308)	(75,307)	10,002	-12%
Materials and Contracts	39,400	9,852	3,704	(6,148)	-62%
Other Employee Costs	2,004	501	9	(492)	-98%
Other Expenditure	0	0	0	0	0%
Expenditure Total	300	76	498	424	666%
01025 - Records Management Total	0	0	0	1	100%
01030 - Sustainability and Environment					
Expenditure					
Employee Costs	225,948	53,881	47,509	(6,372)	-12%
Internal Allocations	120,664	24,876	20,921	(3,955)	-16%
Materials and Contracts	70,000	12,501	22,386	9,885	79%
Other Employee Costs	1,500	375	٥	(375)	-100%
Expenditure Total 01030 - Sustainability and Environment	418,112	91,633	90,816	(817)	-1%
Total	418,112	81,633	90,816	(817)	-1%
Chief Executive Office Total	1,026,741	208,221	191,168	(17,062)	-8%

AN AN

CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021



73,534 1,902 (76,348) 22 758 33 0 0 163,877 2,752 (77,5733) 4,674 2,459 0 0 (11,753) 0 0 (11,734) (11,1336) (25,667)	77,543 1,653 (42,607) 161 3,231 1 122,009 4,369 (131,012) 3,053 0 1,552 1 1 (17,000) (12,434) (29,434)	4,029 (249) (6,289 2,463 5 1 1,677 44,781 (991) (2,461) (2,461) 5 (3,269) (1,098) 1 5	5% -13% -5% -20% -100% -100% -25% -25% -25% -25% -25% -26% -100% -25% -26% -25% -26% -25% -26% -25% -26% -25% -26% -25% -26% -25% -25% -25% -25% -25% -25% -25% -25	Pavourable variance as less casual staff was required.
1,902 (78,349) 93 788 63 6 0 0 163,977 2,792 (775,753) 4,074 2,499 0 0 0 0 (13,734) (13,734)	1,653 (82,607) 1611 3,231 0 1 122,009 4,359 (131,012) 3,083 0 1,552 1 1 1 1 (17,000) (12,434)	(249) (5.258) 2,463 (5.3) 3 3 1,577 44,781 (991) (2,451) (947) 1 3 5 (3,269) (1,098)	- 13% 8% 7% 12% 100% 100% 5% 25% 24% 100% 100% 24% 100%	Pavourable variance as less casual staff was required.
1,902 (78,349) 93 788 63 6 0 0 163,977 2,792 (775,753) 4,074 2,499 0 0 0 0 (13,734) (13,734)	1,653 (82,607) 1611 3,231 0 1 122,009 4,359 (131,012) 3,083 0 1,552 1 1 1 1 (17,000) (12,434)	(249) (5.258) 2,463 (5.3) 3 3 1,577 44,781 (991) (2,451) (947) 1 3 5 (3,269) (1,098)	- 13% 8% 7% 12% 100% 100% 5% 25% 24% 100% 100% 24% 100%	Pavourable variance as less casual staff was required.
(76,249) 92 768 53 0 163,977 2,92 (175,793) 4,074 2,451 2,499 0 0 (13,731) (11,336)	(82,607) 161 3,231 0 1 122,009 4,369 (131,012) 3,063 0 1,562 1 1 (17,000) (12,448)	(6,258) 69 2,463 (63) 9 1 (41,958) 1,577 44,781 (991) (2,451) (2,451) (2,451) 1 (2,451) 1 (3,269) (1,098)	8% 75% 22% 100% 100% 58% 25% -25% -25% -25% 100% 100% 24% 100%	Favourable variance as less casual staff was required.
52 768 53 0 0 163,977 2,792 (175,793) 4,074 2,495 0 0 0 (13,731) (11,336)	(81 3.23) 1 122.009 (137,02) 3.083 0 1,552 1 1 (17,000) (12,434)	65 2.463 1 1 (41,968) 1,577 44,781 (2,451) (2,451) (2,451) (2,451) (2,451) (2,451) (2,451) (2,451) (2,453) (1,058)	75% 32% -100% 100% -26% -25% -25% -25% 100% 100% 100% 100%	Favourable variance as less casual staff was required.
758 53 0 163,977 2,792 (175,793) 4,674 2,451 2,451 2,459 0 0 (12,731) (11,336)	3,231 0 1 1 1 22,009 4,369 (13,(o12) 3,063 0 1,552 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2.463 (53) 1 1,577 (41,968) 1,577 (44,781 (951) (2,451) (2,451) 1 (3,265) (1,098)	221% - 100% 100% - 26% - 25% - 25% - 25% - 26% - 25% - 26% - 25% -	Pavourable variance as less casual staff was required.
53 0 163,877 2,792 (175,793) 4,674 2,499 0 0 0 (12,731) (11,336)	0 1 122,009 4,869 (131,012) 3,083 0 1,652 1 1 1 (17,006) (12,434)	(63) 1 (41,968) 1,577 44,781 (2,451) (2,451) (9,47) 1 (3,269) (1,098)	-100% 199% -26% -25% -25% -26% -26% -26% 100% 100% 100%	Favourable variance as less casual staff was required.
0 163,977 2,793 (775,753) 4,074 2,499 0 0 0 (11,734) (11,340)	1 122,009 4,369 (131,012) 3,083 0 1,652 1 1 1 (17,000) (12,434)	1 (41,966) (,577 (4,781) (991) (2,451) (3,451) ( (3,451) ( (,040) ((,056))	1004 - 004 - 564 - 255 - 246 - 005 - 005 1004 1004 - 1004 - 244 - 105	Favourable variance as less casual staff was required.
0 163,977 2,792 (175,793) 4,674 2,451 2,499 0 0 (12,731) (11,336)	1 4.369 (191:012) 3.083 0 1.652 1 1 1 (17,000) (12,434)	1 (41,958) 1,877 44,781 (2,451) (2,451) (2,451) 1 (9,47) 1 (3,269) (1,098)	-26% 56% -25% -24% 100% 100% 100%	Pavourable variance as less casual staff was required.
163,977 2,792 (175,793) 4,674 2,499 0 0 (12,731) (11,734)	122,009 4,369 (191,012) 3,083 0 1,652 1 1 1 (17,000) (12,434)	(41,968) 1,577 (4,781 (991) (2,451) (947) 1 1 (3,265) (1,068)	-25% 56% -25% -100% -100% 100% 100% 24%	Pavourable variance as less casual staff was required.
2,792 (175,753) 4,074 2,451 2,499 0 0 (12,731) (11,236)	4,369 (131,012) 3,083 0 1,652 1 1 (17,000) (12,434)	1,577 44,781 (991) (2,451) (947) 1 1 (3,269) (1,058)	26% -25% -24% -100% -100% 100% 100%	Favourable variance as less casual staff was required.
2,792 (175,753) 4,074 2,451 2,499 0 0 (12,731) (11,236)	4,369 (131,012) 3,083 0 1,652 1 1 (17,000) (12,434)	1,577 44,781 (991) (2,451) (947) 1 1 (3,269) (1,058)	26% -25% -24% -100% -100% 100% 100%	Pavourable variance as less casual staff was required.
2,792 (175,753) 4,074 2,451 2,499 0 0 (12,731) (11,236)	4,369 (131,012) 3,083 0 1,652 1 1 (17,000) (12,434)	1,577 44,781 (991) (2,451) (947) 1 1 (3,269) (1,058)	26% -25% -24% -100% -100% 100% 100%	Favourable variance as less casual staff was required.
(175,753) 4,074 2,451 2,499 0 0 (13,731) (11,336)	(131,012) 3,083 0 1,652 1 1 (17,000) (12,434)	44,781 (991) (2,451) (947) 1 1 (3,269) (1,098)	-25% -24% -100% -38% 100% 100% 24%	
4,074 2,451 2,499 0 (13,731) (11,336)	3,083 0 1,662 1 1 (17,000) (12,434)	(991) (2,451) (947) 1 1 (3,265) (1,098)	-24% -103% -38% 100% 100% 24%	
2,451 2,499 0 (13,731) (11,336)	0 1,852 1 1 (17,000) (12,434)	(2,451) (947) 1 1 (3,265) (1,096)	-100% -38% 100% 100% 24%	
2,499 0 (13,731) (11,336)	1,852 1 1 (17,000) (12,434)	(947) 1 1 (3,269) (1,098)	-38% 100% 100% 24% 10%	
0 (13,731) (11,336)	1 (17,000) (12,434)	1 (3,269) (1,098)	100% 100% 24% 10%	
0 (13,731) (11,336)	(17,000) (12,434)	1 (3,269) (1,098)	100% 24% 10%	
(13,731) (11,336)	(17,000) (12,434)	(3,269) (1,098)	24%	
(11,336)	(12,434)	(1,098)	10%	
(11,336)	(12,434)	(1,098)	10%	
(11,336)	(12,434)	(1,098)	10%	
a	0	c	0%	
0	0	0	0%	
(26,087)	(29,434)	(4,367)	17%	
				Additional fee revenue due to more rate payers electing for the
(154,202)	(174,420)	(20,218)	13%	Instalment option for the payment of rates. To be adjusted during budget review. Additional fee revenue due to more rate payers electing for the
(130.851)	(219.313)	(88.462)	68%	instalment option and rate smoothing option for the payment of rate To be adjusted during budget review.
				•
			-	
	(38,984,886)	(92,120)	0%	
	26,917			
	78,551	26,724		\$25k timing variance on financial hardship walver expenses.
6	47	41	683%	
			16%	
1-11-12-1-1	(	(		
a	0	c	0%	
	(155,690)	(13,190)	9%	
	(24,948)	6,288	-20%	
	0	0	0%	
	(1,780)	38,044	-96%	Lower than expected insurance claims.
	(182,418)	31,142	-16%	
135,374	145,484	11,110	8%	
		(640)		
(227,630)	(181,927)	46,703	-20%	
	(154,202) (154,202) (154,202) (25,554,422) (2,000) (24,872,544) (31,884 (31,887 (34,872,544) (42,500) (31,216)	(154,202) (28,434) (154,202) (174,420) (130,851) (219,513) (35,554,542) (26,57,513) (36,554,542) (26,57,513) (36,572,546) (28,544,686) (36,572,546) (28,544,686) (31,354) (28,77,731 31,984 (26,917) 51,827 (78,551) (34,727,78,551) (34,727,78,551) (34,727,23,51) (28,791,386) (142,500) (1155,580) (213,546) (132,418) (39,824) (132,418) (39,824) (132,418) (150,584) (142,418) (150,584) (142,418) (150,584) (142,418) (150,584) (142,418)	(25,687)         (28,434)         (4,867)           (154,202)         (174,420)         (20,216)           (130,851)         (219,313)         (86,462)           (38,584,582)         (38,79,322)         14,860           (20,000)         0         2,000           (48,872,645)         (38,984,646)         (92,120)           66,215         67,731         1,516           31,984         2,65,917         (5,607)           51,827         7,8551         26,724           0         24         24           6         47         41           116,0022         173,727         23,338           (142,2000)         (195,680)         (13,190)           (31,216)         0         0           (39,824)         (1,740)         36,044           (213,460)         (118,748)         31,142           (150,584)         (146,453)         4,091           (150,584)         (146,454)         11,110           (150,584)         (146,453)         4,691           (14,079)         491         14,461	(155,027)         (25,434)         (4,367)         17%           (154,202)         (174,420)         (20,216)         13%           (150,651)         (219,313)         (86,462)         66%           (156,8482)         (168,552)         14,560         0%           (2000)         0         2,000         -100%           (68,772,546)         (18,84,846)         (62,120)         0%           68,215         67,731         1,516         2%           31,844         26,517         (5,657)         -16%           51,827         78,851         26,724         52%           0         24         24         100%           6         47         41         65%           (160,022         173,270         32,328         16%           (164,032         173,270         32,328         16%           (132,360)         (155,656)         (13,193)         9%           (142,500)         (155,656)         (13,193)         9%           (142,320)         0         0         0         0           (132,380)         (14,781)         31,142         -16%           (155,564)         (1,1700)         38,044

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance Variance Commentary
1060 - Financial Services	2020/21	30/09/2021	30/09/2021		
Income					
Other Revenues	(1,000)	(34)	(140)	(106)	312%
Income Total	(1,000)	(34)	(140)	(106)	812%
Expenditure Employee Costs	1,147,440	273,770	270.820	(2,950)	-1%
Internal Allocations	103,353	11,032	9,572	(1,460)	-13%
Internal Recovery	(1,445,253)	(295,599)	(293,319)	2,281	-1%
Materials and Contracts	126,100	8,515	13,029	4,514	53%
Other Employee Costs	8,860	2,190	0	(2,190)	-100%
Other Expenditure Expenditure Total	60,500	125	37	(89)	-71%
1060 - Financial Services Total	1,000	0 36	139 (1)	106	312% 0%
	•		1-7	•	**
085 - Reo Centre / Beatty Park					
income					
Contributions	(950)	(237)	(181)	56	-24%
					The opening of the new swimming pool was delayed, resulting in
					reduced admission fees and merchandise sales. To be adjusted during budget review. For a detailed breakdown of the different
Fees and Charges	(7,168,453)	(1,743,924)	(1, 334, 676)	409,349	-23% service lines, please refer to the Beatty Park report.
Internal Allocations	(2,795,950)	(698,985)	(1,180,382)	(481,397)	69%
Internal Recovery Other Revenues	2,795,950	698,985 0	772,793	73,808	1196
Reimbursements	(47,344)	(11,836)	(12,146)	(310)	3%
income Total	(7,216,747)	(1,755,997)	(1,754,473)	1,624	0%
Expenditure					
Depreciation	1,286,772	a	0	0	0% Favourable variance as the opening of the new swimming pool wa
					delayed and less than the anticipated staff were required. For a
Employee Costs	3,917,945	935,145	888.145	(47,000)	detailed breakdown of the different service lines, please refer to th -5% Beatty Park report.
Interest Expenses	331,604	73,917	73,917	0	0%
Internal Allocations	4,736,956	759,071	723,625	(35,446)	-5%
Internal Recovery	(4,363,985)	(672,372)	(647,287)	25,085	-4%
					<ul> <li>- 321% timing variance on furthine and equipment purchases.</li> <li>- 523% consultant frees not yet required.</li> <li>- 484% timing variance on materials purchased for retail.</li> <li>- 444% touising maintenance costs on tyet required.</li> <li>- Other variances are individually immaterial.</li> <li>- Other variances are individually immaterial.</li> <li>- For a detailed interaction costs.</li> </ul>
Materials and Contracts	1,417,870	446,905	241,713	(205,192)	-46% to the Beatty Park report.
Other Employee Costs	36,278	12,568	8,202	(4,366)	-35% Plant maintenace expenses were less than expected. Other variar
Other Expenditure	234,663	58,424	24,830	(33,594)	-58% are individually immaterial.
Utilities	420,000	105,000	47,741	(57,259)	Favourable variance on water and electricity expenses due to the -55% delay in the opening of the new pool.
Expenditure Total	8,018,103	1,718,668	1,360,886	(367,772)	-21%
1965 - Reo Centre / Beatty Park Total	801,356	(37,339)	(393,687)	(356,248)	964%
1070 - Marketing and Communication					
Expenditure					
Employee Costs	688,571	164,280	182,516	18,236	1196
Internal Allocations	329,221	68,204	57,485	(10,719)	-16%
Materials and Contracts	304,500	\$7,773	11,217	(46,556)	<ul> <li>-\$25k timing variance relating to involces.</li> <li>-\$1% - Other variances individually immaterial.</li> </ul>
Other Employee Costs	3,000	1,800	0	(1,800)	-100%
Other Expenditure	110,200	24,551	6,440	(18,111)	-74%
Expenditure Total 1070 - Marketing and Communication stal	1,435,492	316,608	267,668	(68,960)	-19%
1076 - Art & Culture			20.1008	(and a not	
Expenditure					
Materials and Contracts	30,000	7,500	323	(7,178)	-96%
Expenditure Total	30,000	7,600	323	(7,178)	-96%
1075 - Art & Culture Total	30,000	7,600	323	(7,178)	-06%
1080 - Community Partnership					
Fees and Charges	(500)	c	(227)	(227)	100%
Grants and Cubsidies	(500) (25,725)	(17,682)	(227) (4,290)	(227) 13,392	-76%
income Total	(26,225)	(17,682)	(4,617)	13,165	-74%
Expenditure					
Employee Costs	483,807	115,438	96,285	(19,153)	-17%
Internal Allocations	235,719	53,925	45,503	(8,422)	-16%
Materials and Contracts	283,300	78,327	27,555	(\$0,772)	-65% Timing of variance of programmes and events.
Other Employee Costs	7,430	1,857	1,034	(823)	-44%
Other Expenditure	115,000	28,749	168	(28,581)	-99% Timing variance relating to donations/sponsorships
Expenditure Total	1,126,268	278,296	170,646	(107,761)	-38%

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CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance Variance Commentary
01085 - Library Services	2020/21	30/09/2021	30/09/2021		,
income					
Fees and Charges	(8,550)	(2,139)	(5,381)	(3,242)	152%
Grants and Subsidies Other Revenues	(800) (2,000)	(201)	(30,926)	(30,725) 435	15,265% Grant income to be adjusted during budget review.
Income Total	(2,000)	(501) (2,841)	(66) (36,373)	435 (88,682)	-57%
	(	(2)211)	(11)11	(()	
Expenditure					
Employee Costs	854,070	203,789	201,297	(2,492)	-1%
Internal Allocations	442,906	100,172	87,270	(12,902)	-13%
Materials and Contracts Other Employee Costs	86,250 8,100	21,084	15,904	(5,180)	-25%
Other Expenditure	14,100	3,528	144	(1,656) (3,384)	-82%
Expenditure Total	1,405,428	330,698	304,984	(26,614)	-8%
01085 - Library Services Total	1,394,076	327,767	268,611	(69,146)	-18%
01090 - Senior and Disability services					
Income					
Fees and Charges	(4,000)	(999)	(1,958)	(959)	96%
Grants and Subsidies	(2,000)	(\$01)	0	501	-100%
income rotal	(6,000)	(1,600)	(1,968)	(468)	31%
Expenditure					
Materials and Contracts	35,500	8,890	3,798	(5,082)	-57%
Other Expenditure	5,000	1,251	1,222	(29)	-2%
Expenditure Total	40,500	10,131	5,020	(6,111)	-60%
01090 - Senior and Disability services Total	34,600	8,631	3,062	(6,669)	-66%
01095 - Lottus Community Centre					
Fees and Charges			200 Mar-		37%
income Total	(46,000) (46,000)	(11,499) (11,499)	(15,700) (16,700)	(4,201) (4,201)	37%
	(	(1),100	(14,144)	(0,001)	
Expenditure					
Employee Costs	0	0	1,281	1,281	100%
Materials and Contracts Other Employee Costs	12,650	3,165	795	(2,369)	-75% -100%
Other Expenditure	1,000	249 126	1,098	(249) 972	771%
Utilities	22,500	5,625	1,915	(3,710)	-55%
Expenditure Total	36,660	9,165	6,090	(4,076)	-44%
01095 - Loffus Community Centre Total	(9,350)	(2,334)	(10,610)	(8,276)	366%
Community and Business Services Total	(52,828,344)	(36.093.773)	(36,711,270)	(617,497)	276
,	(02,020,200)	(20,000,110)	(24),111,214)	(011)(011)	
nfrastructure and Environment 01135 - Director infrastructure and					
Environment					
Expenditure					
Employee Costs Internal Allocations	410,858 29,915	98,012 3,650	94,284 3,697	(3,728) 47	-4% 1%
Internal Recovery	(505,341)	(111,891)	(123,328)	4/ (11,437)	10%
Materials and Contracts	49,750	5,387	23,019	17,632	327%
Other Employee Costs	14,318	4,821	2,311	(2,510)	-52%
Other Expenditure	500	21	18	(3)	-14%
Expenditure Total	0	0	1	1	100%
01135 - Director infrastructure and Environment Total	0	0	1	1	100%
01140 - Ranger Services/Administration					
Income					
Contributions	(2,800)	(830)	٥	830	-100%
Fees and Charges	(1,500)	a	372	372	100%
income Total	(4,300)	(830)	\$72	1,202	-146%
Expenditure					As hiring for the additional rangers were still in process, this ha
Employee Costs	2,804,537	669,102	573,216	(95,886)	-14% resulted in less than the anticipated employee expenses.
Interest Expenses	1,801	450	450	0	0%
Internal Allocations Internal Recovery	1,302,074 (4,367,689)	294,335	261,438	(32,897)	-1196
Materials and Contracts	(4,367,689) 169,500	(971,257) 5,167	(910,263) 62,668	60,994 57,401	-6% 1,111%
Other Employee Costs	61,934	7,391	10,850	3,459	47%
Other Expenditure	65,500	2,948	1,368	(1,580)	-54%
Expenditure Total	37,667	8,136	(373)	(8,608)	-106%
01140 - Ranger Services/Administration Total	33,367	7,306	(1)	(7,307)	-100%
01146 - Animal Control / Dog Pound Income					
Fees and Charges	(92,150)	(19,639)	(13,885)	5,754	-29%
income Total	(92,160)	(18,639)	(13,886)	6,764	-28%
Expenditure					
Internal Allocations	262,956	58,474	54,802	(3,672)	-6%
Materials and Contracts	29,500	3,247	6,165	2,919	90%
Other Expenditure Expenditure Total	500	285	918	633	222%
	292,956	62,006	61,886	(120)	0%
01145 - Animal Control / Dog Pound Total	200,806	42,367	48,001	6,634	13%

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	Adopted Budget 2020/21	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	% Variance Variance Commentary
1150 - Local Laws and Abandoned /ehioles					
Income					
Fees and Charges	(151,300)	(30,846)	(37,558)	(6,712)	22%
income Total	(161,300)	(30,846)	(37,668)	(6,712)	22%
Expenditure					
Internal Allocations	788,869	175,423	164,852	(10,571)	-6%
Materials and Contracts	6,000	0	720	720	100%
Other Expenditure	0	c	675	675	100%
Expenditure Total	794,869	176,423	166,247	(9,176)	-6%
1160 - Local Laws and Abandoned Ishioles Total	643,569	144,677	128,689	(16,888)	-11%
1155 - Community and Safety					
Income					
Grants and Subsidies	(50,000)	(12,501)	0	12,501	-100%
Income Total	(60,000)	(12,601)	0	12,601	-100%
Expenditure					
Employee Costs	52,774	12,591	10.157	(2.424)	-19%
Internal Allocations	26,919	6,087	10,157 5,311	(2,434) (776)	-13%
Materials and Contracts	82,550	12,561	(432)	(12,993)	-103%
Other Employee Costs	360	12,561	(432)	(90)	-103%
Expenditure Total	162,603	31,329	16,036	(16,293)	-62%
155 - Community and Safety Total	112,603	18,828	16,036	(3,792)	-20%
160 - Infringement and Inspectorial Introl					
income					Favourable variance on fines & penalties. To be adjusted during
Fees and Charges	(2,678,637)	(651,991)	(681,686)	(29,695)	Favourable variance on fines & penalties. To be adjusted during 5% budget review.
Other Revenues	(200)	(16)	(136)	(120)	750%
income Total	(2,678,837)	(652,007)	(681,822)	(29,815)	6%
-					
Expenditure		-			<b>a</b> .
Depreciation Internal Allocations	258,884 3,283,007	0 730,054	0 686,641	0 (43,413)	0% -6%
Materials and Contracts	3,283,007	730,054 55,217	685,641 64,707	(43,413) 9,490	-61# 17%
Other Expenditure	196,500	59,120	9,101	(50,019)	-85% Timing on receipt of fine lodgement fees.
Expenditure Total	4,360,391	844,391	760,449	(83,842)	-10%
160 - Infringement and Inspectorial					
ontroi Total	1,681,664	192,384	78,627	(113,767)	-68%
1165 - Car Parks and Kerbside Parking					
income					Higher than expected parking ticket revenue. To be adjusted during
Fees and Charges	(5,350,815)	(1,359,295)	(1,562,153)	(202,858)	15% budget review.
income Total	(6,360,816)	(1,369,296)	(1,682,163)	(202,868)	16%
Expenditure					
Depreciation	362,640	a	o	0	0%
Employee Costs	100,100	25,041	1,103	(23,938)	-96% Favourable variance on labour costs for carpark maintenance.
					<ul> <li>\$11k timing variance on parking revenue reimbursement.</li> </ul>
Materials and Contracts	463,822	91,622	50,576	(41,045)	-45% - All other variances are individually immaterial.
Other Expenditure	446,915	109,708	77,590	(32,118)	-29% Lower than expected expenditure on equipment maintenance.
Utilities Expenditure Total	0	0	3,692	3,692	100%
165 - Car Parks and Kerbside Parking	1,373,477	226,371	132,961	(95,410)	-41%
otal	(3,977,338)	(1,132,924)	(1,429,192)	(296,268)	26%
170 - Engineering Design Services					
income					
Contributions	(1,500)	(432)	(472)	(40)	9%
Fees and Charges	(82,000)	(20,000)	0	20,000	-100% Timing variance on advertising income.
Grants and Subsidies	(31,000)	o	0	0	0%
income Total	(114,600)	(20,432)	(472)	19,960	-88%
Expenditure					
Depreciation	121.644	a	0	0	0%
Employee Costs	774.268	184.825	176.987	(7.838)	-4%
Internal Allocations	414,345	87,551	74,343	(7,636) (13,208)	-15%
Materials and Contracts	384,500	81,120	64,324	(16,796)	-13%
Office Englished Confe					Agency costs relating to vacant position. To be adjusted during ner
Other Employee Costs Other Expenditure	39,913 15,500	9,976 3,750	37,960	27,984	281%, budget review.
Utilities	15,500	3,750	1,941 164.887	(1,809) (25,115)	-48% -13% Favourable variance on electricity costs.
Expenditure Total	2,610,870	667,224	164,887	(25,115) (36,782)	-13% Pavourable variance on electricity costs. -7%
1170 - Engineering Design Services Total	2,810,870	636,792	619,970	(16,822)	-/ 79
	2,000,010	244,145	010,010	'inforth	
175 - City Buildings					
Contributions	(2,000)	(538)	(484)	54	-10%
Income Total	(2,000)	(538) (638)	(484)	54	-10%
	12,000)	(444)	(404)		19 M
Expenditure					
Employee Costs	365,193	87,130	70,808	(16,322)	-19%
Internal Allocations	176,996	39,761	34,315	(5,445)	-14%
Materials and Contracts	20,000	5,001	1,751	(3,250)	-65%
	5,100	1,275	1,275	0	0%
Other Employee Costs					
Other Employee Gosts Expenditure Total 1175 - City Buildings Total	647,289 646,289	133,167 132,629	108,149	(26,018) (24,964)	-19%

CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021

	t doubt d Duduct	YTD Budget	YTD Actual	YTD Variance	di Madaman	Matanan Bermanian
	Adopted Budget 2020/21	30/09/2021	30/09/2021	YID Variance	% variance	Variance Commentary
01150 - Roads and Public Works Admin						
Income						
Contributions	(36,000)	(10,363)	(9,675)	688	-7%	
Fees and Charges Other Revenues	(21,500)	(4,215)	(4,236)	(21)	0%	
Income Total	(500) (68,000)	0 (14,578)	0 (13,911)	0 667	0%	
Expenditure						
Employee Costs	443,674	105,954	121,915	15.961	15%	
Internal Allocations	593,039	133,683	113,470	(20,213)	-15%	
Materials and Contracts	53,450	11,176	10,525	(651)	-6%	
Other Employee Costs	40,259	10,065	11,761	1,696	17%	
Other Expenditure	c	o	1,153	1,153	100%	
Expenditure Total 01180 - Roads and Public Works Admin	1,130,422	260,878	268,824	(2,064)	-1%	
Total	1,072,422	246,300	244,913	(1,387)	-1%	
01185 - Parks and Environmental Services						
Income						
Fees and Charges	(90,157)	(23,836)	(5,828)	18,008	-76%	
income Total	(90,157)	(23,836)	(6,828)	18,008	-76%	
Expenditure						
Depreciation	994,392	a	0	0	0%	
		-		,		- \$48k labour cost on verges not yet required.
						<ul> <li>\$15k labour costs for Hyde Park not yet required.</li> <li>\$11k labour costs for local parks not yet required.</li> </ul>
Employee Costs	2,312,150	580,459	469,392	(111,077)		<ul> <li>\$11k labour for streetscapes not yet required.</li> <li>All other variances individually immaterial.</li> </ul>
Internal Allocations	2,312,150	580,459	459,392 95	(111,077)	-19%	<ul> <li>All other variances individually immaterial.</li> </ul>
	392	20	24	÷	0.4	
						- \$25k contractor expenses not yet required for Litis Stadium. - \$13k contractor expenses not yet required for Birdwood Square.
						<ul> <li>\$10k contractor expenses not yet required for Hyde Park.</li> </ul>
						<ul> <li>\$13k contractor expenses not yet required for Oxford Reserve.</li> <li>\$79k timing variance on power line pruning program.</li> </ul>
						<ul> <li>\$25k timing variance on planned maintenance for street trees.</li> <li>\$20k maintenance costs for Money Street not yet required.</li> </ul>
						<ul> <li>\$21k reactive maintenance costs for Hyde Park not yet required.</li> </ul>
Materials and Contracts	3.278.250	1.074.445	732.050	(342,395)	-32%	<ul> <li>\$15k maintenace costs for clearing rights of way not yet required.</li> <li>All other variances individually immaterial.</li> </ul>
Other Employee Costs	0	0	636	636	100%	-
Utilities	c	a	11,937	11,937	100%	
Expenditure Total	6,586,174	1,666,010	1,214,111	(440,899)	-27%	
01185 - Parks and Environmental Services Total	6,496,017	1,631,174	1,208,283	(422,891)	-26%	
01190 - Waste Services						
Income						
Contributions	(3,200)	(801)	(872)	(71)	9%	
Fees and Charges	(132,500)	(122,724)	(104,659)	18,065	-15%	Favourable variance relating to rebates and micro business annual
Other Revenues	(1,000)	(249)	(24,414)	(24,165)	9,705%	charges.
income Total	(136,700)	(123,774)	(129,946)	(6,171)	6%	
Expenditure						
Depreciation	39,742	a	٥	c	0%	
						- \$34k timing variance on worker's compensation.
Employee Costs	2.012.339	490,474	555.800	76.326	16%	<ul> <li>\$62k variance on wages to be corrected and journaled to waste collection expenses next month.</li> </ul>
Interest Expenses	104,673	0	0	0	0%	
Internal Allocations	1,123,244	252,975	217,799	(35,176)	-14%	
Internal Recovery	(369,505)	(92,376)	(119,487)	(27,111)	29%	
						<ul> <li>\$417k variance on the resource recovery facility payout which is to be achieved during hydrox burgers.</li> </ul>
						be adjusted during budget review. > \$30k timing variance on programmes and events.
						<ul> <li>\$100k timing variance on waste collection contractors.</li> <li>\$36k timing variance on bulk verge collection.</li> </ul>
						- \$240k timing variance on waste recycling costs due to involcing
						delay. - \$(135k) timing variance on waste tipping costs.
Materials and Contracts	11,819,711	8,574,799	8,011,805	(562,994)	1.14	- All other variances individually immaterial.
Other Employee Costs	50,028	12,507	10,644	(1,863)	-15%	
Other Expenditure Expenditure Total	922,500 16,702,732	921,375 10,169,764	902,455 9,690,027	(18,909)	-2%	
01190 - Waste Services Total	16,702,732	10,168,764	9,690,027 9,460,082	(669,727) (676,898)	-6%	
01195 - Works Depot						
Income						
Contributions	(1,000)	(226)	(291)	(65)	29%	
Income Total	(1,000)	(226)	(291)	(66)	29%	
Expenditure						
Employee Costs	188,621	45,005	42,416	(2,590)	-6%	
Internal Allocations	96,099	21,533	19,073	(2,460)	-11%	
Internal Recovery	(296,220)	(69,439)	(64,233)	5,206	-7%	
Materials and Contracts Other Employee Costs	6,000	1,500	104	(1,396)	-93%	
Other Employee Costs Other Expenditure	2,500	624 1,002	546 2,385	(78) 1,383	-13%	
Expenditure Total	1,000	226	2,365	66	29%	
01195 - Works Depot Total	0	0	0	0	0%	

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	Adopted Budget 2020/21	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	% Variance Variance Commentary
01200 - Plant Operating					
Expenditure					
Depreciation	1,125,690	a	٥	o	0%
Employee Costs	0	٥	6,448	6,448	100%
Internal Allocations	85,624	21,461	19,152	(2,309)	-1196
Internal Recovery Materials and Contracts	(1,045,425) 631,000	(251,354) 191,499	(266,723)	(5,369) (35,660)	2% -19% Favourable variance on fuel and repairs.
Expenditure Total	796,889	(48,394)	(86,284)	(36,660)	<ul> <li>19% Payourable variance on rulei and repairs.</li> <li>76%</li> </ul>
01200 - Plant Operating Total	796,889	(48,394)	(86,284)	(36,890)	76%
01216 - Publie Works					
Expenditure					
Depreciation	4,223,876	o	0	c	0% - \$40k labour costs for street cleaning not yet required. - \$20k road maintenance costs not yet required.
Employee Costs	1,364,500	342,795	260,829	(81,955)	-24% - Other variances individually immaterial.
Internal Recovery	(767,740)	(191,934)	(72,373)	119,561	-62%
Materials and Contracts Expenditure Total	1,310,335	241,213	222,254	(18,959)	-8%
Expenditure Total 01215 - Public Works Total	6,130,971 6,130,971	392,074 392,074	410,710 410,710	18,636	6%. 6%
01220 - Child Care and Play Groups	6,130,871	392,074	410,710	18,636	679
Income					
Fees and Charges	(58,352)	(27,176)	(30,924)	(3,748)	14%
Reimbursements	(20,990)	(4,823)	(1,926)	2,897	-60%
income Tofal	(79,342)	(\$1,999)	(32,860)	(861)	5%
Expenditure Depreciation					
Internal Allocations	87,636	0	0	0	0%
Materials and Contracts	4,439 40,025	1,105 34,563	1,119 1,172	(33,391)	-97%
Utilities	9,450	2,361	2,209	(152)	-5%
Expenditure Total	141,660	38,029	4,600	(33,629)	-88%
01220 - Child Care and Play Groups Tofal	62,208	6,030	(28,350)	(34,380)	-670%
01225 - Stadium and Ovals					
income					
Fees and Charges	(45,795)	(31,753)	(32,858)	(1,105)	3%
Reimbursements	(146,988)	(36,747)	(32,095)	4,652	-13%
income Total	(193,786)	(68,600)	(64,963)	3,647	-6%
Expenditure Depreciation	2,390,736	0	0	0	0%
Employee Costs	2,350,738	0	348	348	100%
Internal Allocations	14,277	3,530	3,585	55	2%
Materials and Contracts	258,500	155,185	38,905	(116,280)	-75%
Other Expenditure	12,813	0	0	0	0%
Utilities	67,800	16,950	21,878	4,928	29%
Expenditure Total	2,744,126	176,666	64,716	(110,949)	-83%
01225 - Stadium and Ovais Total	2,650,340	107,166	(237)	(107,402)	-100%
01230 - Public Halls					
Income					
Fees and Charges	(141,918)	(39,456)	(52,703)	(13,247)	34%
Reimbursements Income Total	(3,281)	(134)	(163)	(29)	22%
income rotal	(146,199)	(39,690)	(62,866)	(13,276)	34%
Expenditure					
Depreciation	240,384	0	0	0	0%
Employee Costs	1,000	0	0	0	0%
Internal Allocations	7,273	1,733	1,827	94	5%
Materials and Contracts	125,050	38,412	36,163	(2,249)	-6%
Other Expenditure Utilities	583	٥	0	0	0%
Expenditure Total	27,150 401,440	6,785 46,931	9,771 47,761	2,985 830	44% 2%
01230 - Public Halls Total	256,241	7,341	(6,106)	(12,446)	-170%
01235 - Community and Welfare Centre					
income					
Fees and Charges	(30,398)	(7,903)	(7,492)	411	-5%
Reimbursements	(16,916)	(2,272)	(2,946)	(674)	30%
income Total	(47,314)	(10,175)	(10,438)	(263)	3%
Expenditure		_		-	
Depreciation Employee Costs	172,224	0	0 649	0 649	0%
Internal Allocations	7,768	1,989	1,953	(36)	-2%
Materials and Contracts	27,650	8,701	3,218	(5,483)	-27
Utilities	9,620	2,405	2,647	242	10%
Expenditure Total	217,262	13,095	8,467	(4,628)	-36%
01235 - Community and Weifare Centre Total	169,948	2,820	(1,971)	(4,891)	-168%
	100,000	2,020	(1,00.0)	14000	,

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	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance Variance Commentary
	2020/21	30/09/2021	30/09/2021		
01240 - Sporting Clubs Buildings Income					
Fees and Charges	(65,235)	(14,101)	(14,807)	(706)	5%
Reimbursements	(79,753)	(12,615)	(9,757)	2,858	-23%
income Totai	(144,888)	(26,716)	(24,664)	2,162	-8%
Expenditure					
Depreciation	657,024	o	0	0	0%
Employee Costs	0	a	278	278	100%
Internal Allocations	33,125	8,215	8,322	107	1%
Materials and Contracts	74,600	24,665	10,557	(14,108)	-57%
Utilities Expenditure Total	75,780 840,629	18,942 61,822	16,717 36,874	(2,225) (16,948)	-12% -81%
01240 - Sporting Clubs Buildings Total	696,641	26,106	11,810	(13,796)	-66% All variances are individually immaterial,
					Al variances are individually immaterial.
01245 - Recerves Pavilions and Facilities Income					
Fees and Charges	(17.510)	(4.377)	(6,603)	(2,226)	51%
Reinioursements	(3,066)	(304)	(710)	(406)	134%
Income Total	(20,676)	(4,681)	(7,313)	(2,632)	66%
Expenditure					
Depreciation	231,228	0		0	0%
Internal Allocations	6,801	1,646	1,707	61	4%
Materials and Contracts	410,701	194,580	75,682	(118,898)	-61%
Utilities	45,490	11,373	12,708	1,335	12%
Expenditure Total 01245 - Reserves Pavilions and Facilities	694,220	207,699	90,097	(117,602)	-67%
Total	673,644	202,918	82,784	(120,134)	-68%
01250 - Health Clinics					
Income					
Fees and Charges	(26,820)	(14,382)	(14,707)	(325)	2%
Reimbursements	(2,902)	(484)	(748)	(264)	55%
income Total	(29,722)	(14,866)	(16,466)	(689)	4%
Expenditure					
Depreciation	54,432	٥	0	0	0%
Employee Costs	0	٥	1,103	1,103	100%
Internal Allocations	2,126	521	534	13	2%
Materials and Contracts Other Expenditure	80,500	65,665	3,213	(62,452)	-95%
Utilities	1,895 6,300	0 1,575	0 3,104	0 1,529	0% 97%
Expenditure Total	146,263	67,761	7,954	(60,807)	-88%
01250 - Health Clinics Total	116,631	62,885	(7,601)	(60,396)	-114%
01255 - Road Reserves					
Expenditure					
Employee Costs	97,200	24,282	11,290	(12,992)	-54%
Materials and Contracts	37,950	12,451	9,152	(3,299)	-26%
Utilities	0	o	1,374	1,374	100%
Expenditure Total 01255 - Road Reserves Total	136,160 136,160	36,733 36,733	21,816 21,816	(14,917)	-41% -41%
	136,160	36,733	21,816	(14,917)	-4174
01265 - Operational Buildings					
Income					
Contributions Fees and Charges	(70,608)	(17,652)	(17,644)	8	0%
Reimbursements	(917,590) (535,824)	(47,481) (134,082)	(231,757) (125,958)	(184,276) 8,124	388% -6%
income Totai	(1,624,022)	(199,215)	(376,369)	(176,144)	88%
Expenditure Depreciation					
Employee Costs	1,529,400 7,000	0 1,751	0 3,276	0	0% 87%
Interest Expenses	115,870	23,693	23,693	0	0%
Internal Allocations	58,956	14,628	14,811	183	196
Internal Recovery	(857,363)	(75,442)	(75,480)	(38)	0%
Materials and Contracts Other Expenditure	524,504 587,867	136,221	87,892 0	(48,329) C	-35% Timing variance of building and maintenance works.
Utilities	131,300	32,823	28,462	(4,361)	-13%
Expenditure Total	2,097,634	133,674	82,654	(61,020)	-38%
01265 - Operational Buildings Total	673,612	(65,541)	(292,706)	(227,164)	347%
01270 - Depot Buildings					
Expenditure					
Depreciation	183,564	٥	0	0	0%
Employee Costs	0	0	747	747	100%
Internal Allocations	7,482	1,856	1,878	22	196
Internal Recovery Materials and Contracts	(294,723) 48,500	(52,107) 16,075	(44,868) 13,762	7,239 (2,313)	-1496 -1496
Other Expenditure	27,177	27,177	23,519	(3,658)	-13%
Utilities	28,000	6,999	4,952	(2,037)	-29%
Expenditure Total	0	0	0	0	0%
01270 - Depot Buildings Total	0	0	0	0	0%

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CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021

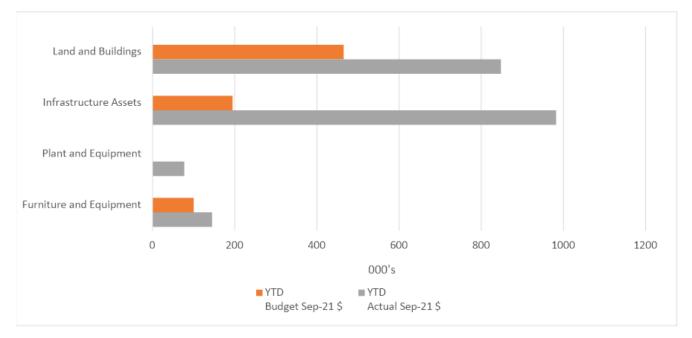
	Adopted Budget 2020/21	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	% Variance	Variance Commentary
01276 - Parks Services Administration						
Income						
Contributions	(2,800)	(700)	(726)	(26)	4%	
income Total	(2,800)	(700)	(726)	(26)	4%	
Expenditure						
Depreciation	108,655	0	0	0	0%	
Employee Costs		321,585	370,415	48,830		The variance will be reallocated to labour costs in the following mon
Internal Allocations	1,337,384 1,448,236	326,337	281,618	(44,719)	-14%	The variance will be real ocated to indour costs in the reacting more
Internal Recovery	(1,385,743)	(346,683)	(268,576)	78,107	-23%	
Materials and Contracts	70,500	14,124	1,720	(12,404)	-88%	
Other Employee Costs	83,125	20,784	16,174	(4,610)	-22%	
Other Expenditure	19,000	4,749	3,399	(1,350)	-28%	
Expenditure Total 01275 - Parks Services Administration	1,680,167	340,896	404,750	63,854	19%	
Total	1,677,367	340,196	404,024	63,828	19%	
01280 - Recoverable Works						
Income						
Relmoursements Income Total	(32,660)	(8,165)	(14,818)	(6,653)	81%	
inoome rotal	(32,660)	(8,165)	(14,818)	(6,663)	81%	
Expenditure						
Employee Costs	12,655	3,165	1,048	(2,117)	-67%	
Materials and Contracts	20,000	5,000	340	(4,660)	-93%	
Expenditure Total	32,665	8,166	1,388	(6,777)	-83%	
01280 - Recoverable Works Total	(6)	0	(13,430)	(13,430)	100%	
nfractructure and Environment Total	38,626,808	12,914,866	10,878,135	(2,036,721)	-16%	
Strategy and Development 01010 - Corporate Strategy and Governance						
income						
Other Revenues Income Total	0	0	(200)	(200)	100%	
income i otal	0	0	(200)	(200)	100%	
Expenditure						
Employee Costs	497,367	118,698	108,773	(9,925)	-8%	
Internal Allocations	279,986	59,859	52,221	(7,638)	-13%	
Materials and Contracts	146,450	36,606	16,909	(19,697)	-54%	
Other Employee Costs	3,000	750	0	(750)	-100%	
Other Expenditure	1,750	438	204	(234)	-53%	
Expenditure Total 01010 - Corporate Strategy and	928,663	216,361	178,107	(38,244)	-18%	
Governance Total	928,663	216,361	177,907	(38,444)	-18%	
01105 - Director Strategy and Development						
Expenditure						
Employee Costs	323,275	77,116	74,216	(2,900)	-4%	
Internal Allocations Internal Recovery	17,821	1,902	1,653	(249)	-13%	
Materials and Contracts	(344,696) 1,450	(79,462) 72	(76,170)	3,292	-4% 133%	
Other Employee Costs	1,450	338	132	(206)	-61%	
Other Expenditure	350	34	1	(33)	-97%	
Expenditure Total	0	0	0	0	0%	
01105 - Director Strategy and Development Total	٥	0	٥	٥	0%	
Total	a	0	0	a	0%	
01110 - Development and Design						
Income						
Contributions	(1,300)	(324)	(194)	130	-40%	
Fees and Charges	(338,840)	(81,624)	(110.411)	(28,787)	202	<ul> <li>\$17k favourable variance on development application fees</li> <li>Other variances individually immaterial</li> </ul>
income Total	(340,140)	(81,948)	(110,606)	(28,667)	36%	
	(000,100)	(ellerer)	(. 14,444)	120,001	44.8	
Expenditure						
Employee Costs	1,140,495	272,105	254,882	(17,223)	-6%	
Internal Allocations	608,069	127,783	102,127	(25,656)	-20%	
Materials and Contracts	149,350	37.335	10.890	(26,445)	-71%	<ul> <li>\$22k legal and consultant fees not yet required.</li> <li>Other variances are individually immaterial.</li> </ul>
Other Employee Costs	11,074	2,769	1,845	(924)	-33%	
Other Expenditure	32,600	7,650	11,756	4,106	54%	
Expenditure Total	1,941,688	447,642	381,600	(66,142)	-16%	
01110 - Development and Design Total	1,601,448	365,694	270,895	(94,799)	-26%	
01115 - Health Admin and Food Control						
Contributions	(3,300)	(1,150)	(291)	859	-75%	
						<ul> <li>\$156k timing variance of food premise licence fees.</li> <li>\$15k timing variance on public building licenses.</li> </ul>
Fees and Charges	(302,520)	(217,919)	(25,318)	192,601	-88%	<ul> <li>\$12k timing variance on public building idenses.</li> <li>\$12k timing variance on pool sampling fees.</li> </ul>
Other Revenues Income Total	(1,000) (306,820)	(249) (219,318)	0 (25,609)	249 193,709	-100%	

CITY OF VINCENT NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE BY SERVICE AREAS AS AT 30 SEPTEMBER 2021

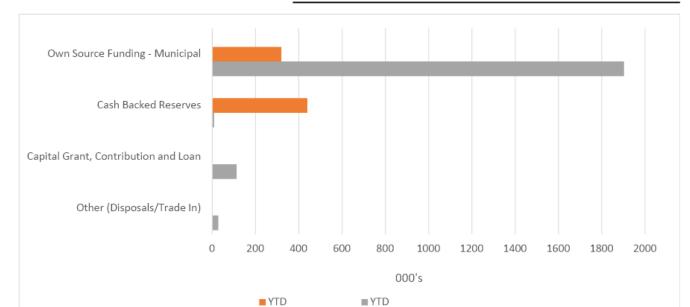


	Adopted Budget 2020/21	YTD Budget 30/09/2021	YTD Actual 30/09/2021	YTD Variance	% Variance	Variance Commentary
Expenditure						
Employee Costs	993,154	236,957	226,469	(10,488)	-4%	
Internal Allocations	505,719	104,834	89,585	(15,249)	-15%	
Materials and Contracts	96,837	21,210	10,741	(10,469)	-49%	
Other Employee Costs	15,319	3,831	1,987	(1,844)	-48%	
Other Expenditure	11,750	2,937	2	(2,935)	-100%	
Expenditure Total	1,622,779	369,769	328,784	(40,886)	-11%	
01115 - Health Admin and Food Control Total	1,316,969	160,461	303,175	162,724	102%	
Total	1,316,868	160,461	303,176	162,724	102%	
01120 - Compliance Services						
Income						
Contributions	(2,000)	(551)	(581)	(30)	5%	
Fees and Charges	(20,000)	(5,001)	2,005	7,006	-140%	
income Total	(22,000)	(6,662)	1,424	6,976	-126%	
Expenditure						
Employee Costs	463,529	110,598	128,101	17,503	16%	
Internal Allocations	259,947	53,971	45,417	(8,554)	-16%	
Materials and Contracts	55,100	13,776	7,794	(5,982)	-43%	
Other Employee Costs	7,717	1,929	1,194	(735)	-38%	
Other Expenditure	2,000	498	96	(402)	-81%	
Expenditure Total	788,293	180,772	182,602	1,830	1%	
01120 - Compliance Services Total	766,293	176,220	184,026	8,806	6%	
01125 - Building Control and License						
income						
Contributions	(1,800)	(422)		422	-100%	
Fees and Charges	(1,800)	(65,876)	(66,970)	422 (94)	-100%	
Other Revenues	(287,500)	(687)	(810)	(123)	18%	
income Total	(272,050)	(67,985)	(67,780)	205	0%	
	(212,000)	(07,000)	(61,100)	200	0.4	
Expenditure						
Employee Costs	381,703	91,074	80,576	(10,498)	-12%	
Internal Allocations	205,768	42,629	35,913	(6,716)	-16%	
Materials and Contracts	8,000	2,004	502	(1,502)	-75%	
Other Employee Costs	28,282	7,071	(8,468)	(15,539)	-220%	
Other Expenditure	2,000	501	318	(183)	-37%	
Expenditure Total	626,763	143,279	108,841	(34,438)	-24%	
01125 - Building Control and License Total	363,703	76,284	41,061	(34,233)	-46%	
01130 - Polloy and Place Services						
income						
Contributions	(1,600)	(399)	٥	399	-100%	
Fees and Charges	(3,525)	0		0	0%	
income Total	(6,125)	(399)	0	389	-100%	
Expenditure						
						Salary savings due to vacant positions that were in the process of
Employee Costs	1,597,964	381,236	356,832	(24,404)		being filled.
Internal Allocations	731,768	151,651	128,005	(23,645)	-16%	Timing variance of works relating operating initiatives and
Materials and Contracts	1,089,360	247,338	31,229	(216,109)		programmes.
Other Employee Costs	16,404	4,098	2,598	(1,500)	-37%	
Other Expenditure	30,000	7,500	6,875	(625)	-8%	
Expenditure Total	3,466,496	701,823	625,640	(266,283)	-34%	
01130 - Polloy and Place Services Total	3,460,371	781,424	625,540	(286,884)	-34%	
Strategy and Development Total	8,426,327	1,774,434	1,602,604	(271,830)	-16%	
Totai	16,261,632	(21,198,262)	(24,139,373)	(2,943,110)	14%	

CAPITAL EXPENDITURE	Adopted Budget 2021/22	Budget Budget		YTD Variance	Variance	
	\$	\$	\$	\$	%	
Land and Buildings	9,328,220	465,000	847,762	382,762	82%	
Infrastructure Assets	7,831,761	195,000	982,101	787,101	404%	
Plant and Equipment	2,991,056	0	77,024	77,024	100%	
Furniture and Equipment	2,007,673	100,000	144,782	44,782	45%	
Total	22,158,710	760,000	2,051,669	1,291,669	170%	



FUNDING	Adopted Budget 2021/22	YTD Budget Sep-21	YTD Actual Sep-21	YTD Variance	Variance
	\$	\$	\$	\$	%
Own Source Funding - Municipal	10,240,502	320,000	1,902,219	1,582,219	494%
Cash Backed Reserves	3,365,850	440,000	8,875	(431,125)	-98%
Capital Grant, Contribution and Loan	7,249,525	0	112,847	112,847	100%
Other (Disposals/Trade In)	1,302,833	0	27,728	27,728	100%
Total	22,158,710	760,000	2,051,669	1,291,669	170%



Budget Sep-21 \$ Actual Sep-21 \$

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
LAND & BUILDING ASSETS							
ADMIN CENTRE							
Air Conditioning & HVAC Renewal - Admin Building HVAC	344,000	5,000	9,957	4,957	99%	(10,089)	Works in progress.
BEATTY PARK LEISURE CENTRE							
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	1,500,000	400,000	737,442	337,442	84%	224,790	Works in progress.
Beatty Park Leisure Centre – Concourse Tiling	165,000	10,000	36,338	26,338	263%	-	Works Complete
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	450,000	10,000	-	(10,000)	-100%	-	Works in planning stage.
LIBRARY							
Upgrade Library counter to enhance customer service delivery	48,500	-	-	-	0%	-	Works in planning stage.
VINCENT COMMUNITY CENTRE							
Vincent Community Centre – Air Conditioning & HVAC Renewal	170,000	30,000	50,830	20,830	69%	40,633	Works in progress.
DEPARTMENT OF SPORTS AND RECREATION							
DLGSC LED lighting upgrade/renewal	225,000	-	-	-	0%	-	Works in planning stage.
DLGSC Air Conditioning & HVAC Renewal	250,000	5,000	4,950	(50)	-1%		Works in progress.
DLGSC renewal/upgrade-Lease obligation	80,000	-	-	-	0%	-	Works in planning stage.

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
MISCELLANEOUS							
Infrastructure Works - Litis Stadium	3,000,000	-	-	-	0%		Design phase.
413 Bulwer Street, West Perth - Replacement of shed (Vollleyball WA)	50,000	-	-	-	0%	18,004	Works to be Scheduled
Works Depot - Non fixed assets renewals	95,000	-	-	-	0%	-	Design phase.
Lease Property Non Scheduled Renewal	50,000	-	-	-	0%	-	Works in planning stage.
99 Loftus Street, Leederville - Loftus Child Health leasing requirements	20,000	-	-	-	0%	17,983	Quotation phase.
Loftus Recreation Centre, 99 Loftus Street, Leederville - ventilation installation	20,000	-	-	-	0%	-	Works to be Scheduled
North Perth Main Town Hall - Kitchen and toilet renewal	180,000	-	-	-	0%	6,000	Design phase.
North Perth Lesser Town Hall - Kitchen and toilet renewal	120,000	-	-	-	0%	-	Design phase.
Library Renewals	80,000	-	-	-	0%	-	Works in planning stage.
Menzies Park Pavilion & Ablutions	330,000	-	797	797	100%	7,500	Design Phase.
Miscellaneous Assets Renewal (City Buildings)	100,000	-	-	-	0%	22,686	Design Phase.
Aircon & HVAC Miscellaneous Renewals all properties	50,000	-	-	-	0%	18,913	Works in progress, purchase
Water and Energy Efficiency Initiatives	75,000	-	992	992	100%	-	Works in planning stage.
Hyde Park West	220,000	5,000	6,456	1,456	29%	3,000	Works in progress.
Leederville Tennis Club - fencing upgrade	75,000	-	-	-	0%	-	Design phase.
Leederville Oval Stadium - Light posts renewal	1,100,000	-	-	-	0%	-	Works to be Scheduled
Forrest Park Croquet Club	16,450	-	-	-	0%	-	Design phase.
Solar Photovoltaic Panel System Installation - Mt Hawthorn Community Centre	8,732	-	-	-	0%	8,395	Works in progress, purchase
Solar Photovoltaic Panel System Installation - Vincent Community Centre	20,150	-	-	-	0%	-	Works to be Scheduled
Solar Photovoltaic Panel System Installation - Britannia Reserve Pavilion	8,900	-	-	-	0%	-	Works in planning stage.
Roofing Renewal-Loton Park Tennis Club Room	178,400	-	-	-	0%	(79,511)	) Works in planning stage.
Leederville Oval Stadium - Electrical renewal - 3 boards	298,088	-	-	-	0%	115,953	Works in progress, purchase
FOR LAND & BUILDING ASSETS	9,328,220	465,000	847,762	382,762	82%	402,797	-

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Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
INFRASTRUCTURE ASSETS							
LOCAL ROADS PROGRAM							
Lake Street - Bulwer Street to Brisbane Street	110,307	-	24,683	24,683	100%	974	Timing Variance.
Lake Street - Stuart Street to Newcastle Street	116,615	-	14,689	14,689	100%	3,140	Timing Variance.
Glyde Street - Coogee Street to Matlock Street	45,562	10,000	13,245	3,245	32%	530	Works in progress.
Richmond Street - Scott Street to Oxford Street	62,141	-	-	-	0%	500	Works to be Scheduled.
Eton Street - Gill Street to Ellesmere Street	132,596	50,000	44,719	(5,281)	-11%	1,180	Works in progress.
Grosvenor Road - Ethel Street to Fitzgerald Street	73,279	-	-	-	0%	500	Works to be Scheduled.
Lawley Street - Fitzgerald Street to R.O.W	21,734	-	-	-	0%	250	Works to be Scheduled.
Richmond Street - Leicester Street to Cul-de-sac	37,429	-	-	-	0%	250	Works to be Scheduled.
Britannia Road - Federation Street to Kalgoorlie Street	96,305	-	14,244	14,244	100%	1,900	Timing Variance.
Bouverie Place - Federation Street to Kalgoorlie Street	86,953	10,000	11,122	1,122	11%	570	Works in progress.
Ashby Street - Egina Street to East Street	100,341	-	-	-	0%	14,193	Works in progress, purchase
Ashby Street - Kalgoorlie Street to Egina Street	105,907	-	-	-	0%	12,630	Works in progress, purchase
Ashby Street - Kalgoorlie Street to Egina Street	53,984	-	-	-	0%	5,860	Works in progress, purchase
Ashby Street - Flinders Street to Coogee Street	53,984	-	-	-	0%	7,385	Works in progress, purchase
Thompson Street - Barnet Street to Loftus Street	2,500	-	-	-	0%	500	Works to be Scheduled.
Bruce Street - Barnet Street to Loftus Street	2,500	-	-	-	0%	500	Works in planning stage.
Egina Street - Berryman Street to Anzac Road	5,000	-	-	-	0%	500	Works in planning stage.
Egina Street - Tasman Street to Berryman Street	5,000	-	-	-	0%	500	Works in planning stage.
Minor Traffic Management Improvements Program	80,000	-	10,601	10,601	100%	6,132	Timing Variance.
Chelmsford Road to Raglan Road	-	-	1,368	1,368	100%	(2,281)	Actuals from FY 20-21, to be a
ROAD TO RECOVERY							
Tennyson Street - Loftus Street to Shakespeare Street	200,377	-	-	-	0%	500	Works in planning stage.
Glyde Street - Matlock St to Coogee St	33,363	25,000	22,838	(2,162)	-9%	2,570	Works in progress.
Ellesmere Street - Shakespeare St to London St	90,170	-	-	-	0%	5,860	Works in progress, purchase
TRAFFIC MANAGEMENT							
Alma/Claverton Local Area Traffic Management	48,955	-	-	-	0%	-	Design Phase.
Harold and Lord St Intersection	26,000	-	-	-	0%	-	Design Phase.
Mini Roundabouts	-	-	10,334	10,334	100%	2,271	Actuals from FY 20-21, to be a
BLACK SPOT PROGRAM							
Grosvenor Road - Install half seagull islands on Grosvenor Rd to ban through and right turn mo	100,000	-	-	-	0%	-	Works in planning stage.
Leederville Parade - Vincent Street to Loftus Street	200,000	-	-	-	0%	9,440	Works in planning stage.
ntersection of Bulwer and Stirling St, Perth	95,960	-	3,000	3,000	100%	-	Works to be Scheduled.
ntersection of Green, Tyler & Merredin St, Mt Hawthorn/Joondanna	30,000	-	-	-	0%	700	Design Phase.
intersection of Loftus and Vincent Streets, West Perth/Leederville	245,270	-	88,502	88,502	100%	15,135	Timing Variance.
STREETSCAPE IMPROVEMENTS							
Streetscape Improvements Program	35,000	-	-	-	0%	-	Works in planning stage.
Streetscape Improvements-Angove St and Fitzgerald St	10,000	10,000	8,420	(1,580)	-16%	(8,420	Works in progress.

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, to be adjusted during budget review.

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Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
ROADWORKS - REHABILITATION (MRRG PROGRAM)							
Chelmsford Road to Raglan Road : Road - Rehabilitation	-	-	1,368	1,368	100%	(2,281)	Actuals from FY 20-21, to b
Oxford Street - Leederville Parade to Vincent Street	118,376	-	156,457	156,457	100%	5,443	Timing Variance.
Loftus Street - North bound lanes Vincent Street to Bourke Street	157,528	-	160,008	160,008	100%	4,951	Timing Variance.
Loftus Street - South bound lanes Vincent Street to Bourke Street	149,145	-	142,482	142,482	100%	5,111	Timing Variance.
Bourke Street - Charles Street to Loftus Street	173,745	-	-	-	0%	-	Works in planning stage.
Carr Street - Fitzgerald Street to Charles Street	110,518	10,000	115,039	105,039	1050%	3,608	Timing Variance.
Fitzgerald Street - Central lanes Burt Street to Walcott Street	211,842	-	24	24	100%	221,349	Works to be Scheduled.
Walcott Street - North-west bound lanes William Street to Beaufort Street	162,281	-	-	-	0%	141,009	Works to be Scheduled
Newcastle Street - Eastbound lane Money Street to Beaufort Street	77,271	40,000	56,242	16,242	41%	3,923	Timing Variance.
RIGHTS OF WAY							
Annual review based upon the most recent condition assessment survey	100,000	-	31,612	31,612	100%	10,000	Timing Variance.
Laneway Lighting Program	20,000	-	-	-	0%	-	Works in planning stage.
SLAB FOOTPATH PROGRAMME							
Footpath Upgrade and Renewal Program	30,789	-	-	-	0%	-	Works to be Scheduled.
Through to Macedonia Place	32,979	-	-	-	0%	-	Works to be Scheduled.
Car Park Entrance to Stirling Street	18,192	-	-	-	0%	-	Works to be Scheduled.
Matlock Street to Egina Street	54,172	-	-	-	0%	-	Works to be Scheduled.
Charles Street to Walcott Street	29,173	-	-	-	0%	-	Works to be Scheduled.
Haynes Street to Hobart Street	25,803	-	-	-	0%	-	Works to be Scheduled.
Ellesmere Strete to Gill Street	26,826	-	-	-	0%	-	Works to be Scheduled.
Bourke Street to Richmond Street	16,662	-	-	-	0%	-	Works to be Scheduled.
Norfolk Street to Ethel Street	19,469	-	-	-	0%	-	Works to be Scheduled.
Brisbane Street to Robinson Ave	14,950	-	-	-	0%	-	Works to be Scheduled.
Beaufort Street to Lindsday Street	14,568	-	-	-	0%	-	Works to be Scheduled.
Leicester Street to Cul-de-sac	41,297	-	-	-	0%	-	Works to be Scheduled.
Brewer Street to Edward Street	60,382	-	-	-	0%	-	Works to be Scheduled.
Intersection of Beaufort Street	17,052	-	-	-	0%	-	Works to be Scheduled.
Scarborough Beach Road to 65 Flinders Street	43,996	-	-	-	0%	-	Works to be Scheduled.

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
BICYCLE NETWORK							
Florence/Strathcona/Golding Safe Active Street	-	-	8,995	8,995	100%	(15,352)	) Actuals from FY 20-21, to be
Travel Smart Actions	10,500	-	-	-	0%	-	Works to be Scheduled.
Construct Norfolk St N/S Route Stage 1	375,000	-	-	-	0%	-	Works in planning stage.
Design for Norfolk St N/S Route	8,635	-	-	-	0%	-	Design Phase.
DRAINAGE							
Britannia Reserve Main Drain Renewal stage 1&2	143,635	-	-	-	0%	-	Quotation Phase.
Minor drainage improvement program	50,000	-	-	-	0%	6,030	Works in progress, purchase
Gully Soak-well program	60,000	20,000	53,507	33,507	168%	10,060	Timing Variance.
CAR PARK DEVELOPMENT							
Car Parking Upgrade/Renewal Program	330,300	-	-	-	0%	-	Design Phase.
Accessible City Strategy Implementation	205,000	-	-	-	0%	-	Works in planning stage.
Car Parking Upgrade-Strathcona St angled parking	20,000	-	-	-	0%	-	Works in planning stage.
Depot - Car park lighting Renewal	-	-	16,124	16,124	100%	-	Actuals from FY 20-21, to be
PARKS AND RESERVES							
Greening Plan-West End Arts Precinct	-	-	240	240	100%	(240)	) Actuals from FY 20-21, to be
Leederville Parade (Greening Plan)	200,000	-	-	-	0%	-	Works in planning stage.
Drummond Place (Greening Plan)	10,000	-	-	-	0%	-	Works in planning stage.
Old Aberdeen Place (Greening Plan)	10,000	-	570	570	100%	3,354	Works in planning stage.
Stirling Street (Greening Plan)	30,000	-	-	-	0%	-	Works in planning stage.
Edward Street (Greening Plan)	20,000	-	-	-	0%	570	Works in planning stage.
Dunedin Street Car Park (Greening Plan)	15,000	-	-	-	0%	570	Design Phase.
Flinders Street Car Park (Greening Plan)	15,000	-	-	-	0%	570	Design Phase.
Brittania Reserve – Floodlight Repair	741,444	-	8,400	8,400	100%	8,741	Timing Variance.
Litis Stadium & Britannia Res End of Le	-	-	(62,090)	(62,090)	100%	(74,514	) Variance due to accrual reve
Greening Plan - Coogee St Car Park	-		990	990	100%	(990	) Actuals from FY 20-21, to be
Greening Plan - Howlett Street	-	-	609	609	100%	-	Actuals from FY 20-21, to be
Greening Plan - Little Russell Street	-	-	323	323	100%	-	Actuals from FY 20-21, to be
Auckland/Hobart Street Reserve - replace irrigation	-	-	2,040	2,040	100%	(4,395)	) Actuals from FY 20-21, to be
RETICULATION							
Menzies Park - Replace Irrigation System	180,000	-	-	-	0%	-	Works in planning stage.
Weld Square - Renew electrical cubicle and Upgrade in ground reticulation system/electrical cu	15,000	-	-	-	0%	-	Works to be scheduled.

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al reversal for FY20-21, will be cleared the following month.

to be adjusted during budget review.

, to be adjusted during budget review.

, to be adjusted during budget review.

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
PARKS FURNITURE							
Banks Res Master Plan Implement Stage 1 : Parks - Upgrade and Construction	-	-	13,772	13,772	100%	-	Actuals from FY 20-21, to be
Implementation and renewal of parks signage	20,000	-	-	-	0%	-	Works in planning stage.
Norwood Park - replace electric BBQ (double)	15,000	-	-	-	0%	1,760	Works to be scheduled.
Banks Reserve Masterplan - Infrastructure Improvements (benches/seating)	40,000	-	-	-	0%	-	Works in design phase.
Auckland/Hobart Street Reserve – replacement perimeter fencing	20,000	-	-	-	0%	-	Works in planning stage.
Hyde Park - upgrade of path lighting	90,000	-	-	-	0%	-	Quotation Phase.
Britannia Reserve - shade sail replacement (south)	18,000	-	-	-	0%	-	Works to be scheduled.
Charles Veryard Reserve - Flood Lighting	100,000	-	-	-	0%	9,875	Works in design phase.
PARKS DEVELOPMENT							
Haynes Street Reserve Development Plan Implementation Stages 1 & 2	340,000	-	-	-	0%	-	Works in planning stage.
Monmouth Street	10,000	-	-	-	0%	-	Design Phase.
Edinboro Street Reserve	20,000	-	-	-	0%	-	Works in planning stage.
Hyde Park re-asphalt Pathways	100,000	-	-	-	0%	-	Works in planning stage.
Les Lilleyman – Playground and softfall replacement	115,000	-	-	-	0%	-	Works in planning stage.
Tolcon Place Reserve - replace playground soft fall	20,000	-	-	-	0%	14,600	Works to be scheduled.
Cricket Wicket Renewal Program	25,000	-	7,626	7,626	100%	-	Timing Variance.
PLAYGROUND EQUIPMENT							
Menzies Park – replace exercise equipment	60,000	-	-	-	0%	-	Works in planning stage.
Forrest Park - replace exercise equipment (deferred from 2019/20)	60,000	-	-	-	0%	-	Works in planning stage.
Charles Veryard Reserve - Replace playground softfall and exercise equipment	45,000	-	-	-	0%	33,900	Works to be scheduled.
Gladstone Street Reserve - upgrade & replace playground equipment	105,000	-	-	-	0%	-	Works in planning stage.
STREET FURNITURE							
Bus Shelter Replacement and Renewal Program	30,000	20,000	-	(20,000)	-100%	-	Works to be scheduled.
Street Lighting Upgrade Program	55,000	-	-	-	0%	25,082	Works in design phase.
MISCELLANEIOUS							
Public Open Space Strategy Implementation Plan	50,000	-	-	-	0%	-	Works in planning stage.
Mary Street Piazza - Festoon Light Improvements	20,000	-	-	-	0%	-	Works in planning stage.
FOR INFRASTRUCTURE ASSETS	7,831,761	195,000	982,101	787,101	38	496,503	-

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
PLANT & EQUIPMENT ASSETS							
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME							
Light Fleet - Annual Changeover	547,500	-	-	-	0%	353,500	Works in progress, purchase
MAJOR PLANT REPLACEMENT PROGRAMME							
5 Tonne Rubbish Compactor Small Rear Loader	340,000	-	-	-	0%	-	Quotation Phase.
Road Sweeper	380,000	-	-	-	0%	-	Works in design phase.
Single Axle Tipper Truck	170,000	-	-	-	0%		Quotation Phase.
Scarifier and vacuum system	20,000	-	-	-	0%	7,430	Quotation Phase.
Elevated Work Platform - Squirrel	60,000	-	-	-	0%	-	
Mower / Ride On Rotary Toro Quad Steer	40,000	-	-	-	0%		Works in progress, purchase
Mower / Ride On Rotary	35,000	-	30,460	30,460	100%	-	Timing Variance.
MISCELLANEOUS							
FOGO 3 Bin	1,378,556	-	-	-	0%	1,065,050	Works in progress, purchase
Parking Machines Asset Replacement Prog	20,000	-	-	-	0%	-	Quotation Phase.
TOTAL EXPENDITURE							-
FOR PLANT & EQUIPMENT ASSETS	2,991,056	0	77,024	77,024	100%	1,582,470	-
FURNITURE & EQUIPMENT ASSETS							
F&E ASSETS - BP LEISURE CENTRE							
Lifeguard Tower renewal, Shade Sails, Fire alarm System, Umbrellas, Floor Scrubber and for ol	132,000	-	-	-	0%	4,790	Works commenced.
Gym equipment - Strength and Group Fitness EquipmentGym equipment - Cardio and Fans	868,366	-	-	-	0%	-	Tender review in process.
FURNITURE AND EQUIPMENT							
Building Management System software-Admin	120,000	-	-	-	0%	-	
INFORMATION TECHNOLOGY							
Enterprise Applications upgrade	238,080	-	-	-	0%	18,953	
ICT infrastructure renewal (switches, UPS, audio visual, network links)	275,000	100,000	93,860	(6,140)	-6%	10,490	Works in progress.
Beatty Park Leisure Centre							
Beatty Park Leisure Centre - Non Fixed Assets Renewal	-	-	50,923	50,923	100%	(32,825)	) Variance due to accrual reven
MARKETING & COMMUNICATIONS							
COVID-19 Artwork relief project	374,227	-	-	-	0%	-	Works in planning stage.
TOTAL EXPENDITURE							
FOR FURNITURE & EQUIPMENT ASSETS	2,007,673	100,000	144,782	44,782	45% -	3,381	
TOTAL CAPITAL EXPENDITURE	22,158,710	760,000	2,051,669	1,291,669	170%	2,478,389	

chase order raised.

chase order raised.

chase order raised.

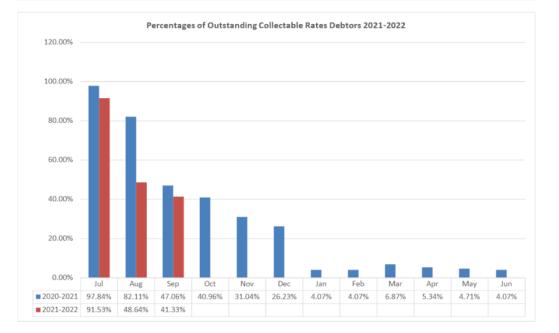
reversal for FY20-21.

### CITY OF VINCENT NOTE 6 - CASH BACKED RESERVES AS AT 30 SEPTEMBER 2021

Reserve Particulars	Budget Opening Balance 01/07/2021	Actual Opening Balance 01/07/2021	Budget Transfers to Reserve 30/06/2022	YTD Actual Transfers to Reserve 30/09/2021	Budget Interest Earned 30/06/2022	YTD Actual Interest Earned 30/09/2021	Transfers	Transfers	Budget Closing Balance 30/06/2022	Actual Closing Balance 30/09/2021
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Sustainability Reserve	5,890,677	5,512,487	701,114	263,352	45,550	20,646	(2,726,156)	(663,945)	3,911,185	5,132,540
Beatty Park Leisure Centre Reserve	102,048	102,096		0	789	358	0	0	102,837	102,454
Cash in Lieu Parking Reserve	1,540,735	1,469,067		0	11,914	5,400	(441,000)	0	1,111,649	1,474,467
Hyde Park Lake Reserve	160,575	160,649		0	1,242	563	0	0	161,817	161,212
Land and Building Acquisition Reserve	299,910	300,049		0	2,319	1,051	0	0	302,229	301,100
Leederville Oval Reserve	94,840	94,885		0	733	333	0	0	95,573	95,218
Loftus Community Centre Reserve	37,204	37,219		0	288	133	0	0	37,492	37,352
Loftus Recreation Centre Reserve	224,595	220,496	59,458	41,705	1,737	787	0	0	285,790	262,988
Office Building Reserve - 246 Vincent Street	288,445	311,925		0	2,230	1,010	(290,675)	0	0	312,935
Parking Facility Reserve	106,473	106,521		0	823	373	0	0	107,296	106,894
Percentage For Public Art Reserve	401,299	401,577		0	3,103	1,406	(374,227)	0	30,175	402,983
Plant and Equipment Reserve	22,667	22,680		0	175	80	(22,667)	0	175	22,761
POS reserve - General	0	0	1,450,120	656,167	11,213	1,389	(190,000)	0	1,271,333	657,556
State Gymnastics Centre Reserve	120,783	119,423	11,144	0	934	423	0	0	132,861	119,846
Strategic Waste Management Reserve	1,005,650	1,006,113		0	7,776	3,524	(982,312)	0	31,114	1,009,637
Tamala Park Land Sales Reserve	1,093,870	1,093,870	833,333	0	4,591	2,081	0	0	1,931,794	1,095,951
Underground Power Reserve	211,773	211,870		0	1,638	742	0	0	213,411	212,612
Waste Management Plant and Equipment Reserve	221,752	221,856		0	1,715	777	0	0	223,467	222,633
POS reserve - Haynes Street	159,194	159,265	35,245	2,120	1,231	558	(150,000)	0	45,670	161,943
	11,982,490	11,552,048	3,090,414	963,344	100,001	41,634	(5,177,037)	(663,945)	9,995,867	11,893,081



### CITY OF VINCENT NOTE 7 - RATING INFORMATION AS AT 30 SEPTEMBER 2021



### CITY OF VINCENT NOTE 7 - RATING INFORMATION FOR THE MONTH ENDED 30 SEPTEMBER 2021



	Rateable Value		Budget	Actual	Rates Levied to Budget
Data Davana	\$	Cents	\$	\$	%
Rate Revenue					
General Rate	0.4E 400 606	0.0707	40 000 444	40 604 006	00.0%
10902 Residential	245,429,636	0.0797	19,828,111	19,621,826	99.0%
182 Vacant Residential	4,265,470	0.0761	354,712	322,920	91.0%
1622 Other	124,588,530	0.0672	8,379,858	8,350,806	99.7%
46 Vacant Commercial	2,437,750	0.1282	312,447	350,064	112.0%
Minimum Rate					
6144 Residential @ \$1,241.00	78,076,012		7,633,391	7,650,886	100.2%
185 Vacant Residential @ \$1,170.00	1,822,160		183,690	190,268	103.6%
157 Other @ \$1,197.70	1,886,030		188,039	188,039	100.0%
0 Vacant Commercial @ \$1,516.40			0	0	
Interim Rates	0		300,000	12,652	4.2%
Rates Waiver	0		(135,000)	(116,028)	85.9%
Total Amount Made up from Rates	458,505,588		37,045,248	36,571,433	
Non Payment Penalties					
Instalment Interest @ 5.5%			170,000	182,925	107.6%
Penalty Interest @ 8%			133,000	40,038	30.1%
Administration Charge - \$8 per instalment			150,000	132,522	88.3%
Legal Costs Recovered			10,000	0	0.0%
		-	37,508,248	36,926,918	
Other Revenue					
Exempt Bins - Non Rated Properties			100,000	78,958	79.0%
Commercial / Residential Additional Bins			16,000	19,546	122.2%
Swimming Pools Inspection Fees			18,800	14,888	79.2%
		-	37,643,048	37,040,309	
Opening Balance				1,053,606	
Total Collectable			37,643,048	38,093,915	101.20%
Less					
Cash Received				23,646,566	
Rebates Allowed				(1,108,735)	
Rates Balance To Be Collected		-	37,643,048	15,556,069	41.33%
Add					
ESL Debtors				656,070	
Pensioner Rebates Not Yet Claimed				440,672	
ESL Rebates Not Yet Claimed				34,440	
Less					
Deferred Rates Debtors			-	(109,217)	
Current Rates Debtors Balance			_	16,578,034	-

## CITY OF VINCENT NOTE 8 - DEBTOR REPORT FOR THE MONTH ENDED 30 SEPTEMBER 2021

DESCRIPTION	CURRENT \$	31-59 DAYS \$	60-89 DAYS \$	OVER 90 DAYS	BA
DEBTOR CONTROL - HEALTH LICENCES	4.316	1,338	(1,055)	119.945	
DEBTOR CONTROL - RUBBISH CHARGES					
DEBTOR CONTROL - CASH IN LIEU CAR PARKING				232,869	2
DEBTOR CONTROL - PROPERTY INCOME	72,219	9,929	(147,948)	165,602	
DEBTOR CONTROL - RECOVERABLE WORKS	2,573		(1,164)	2,093	
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE					
DEBTOR CONTROL - OTHER	16,409	5,064	906	110,527	
DEBTOR CONTROL - % ART CONTRIBUTIONS					
DEBTOR CONTROL - PLANNING SERVICES FEES	100	(100)		705	
DEBTOR CONTROL - GST	(151,322)	392,485	(241,162)	15	
DEBTOR CONTROL - INFRINGEMENT	116,620	71,276	42,580	1,437,702	1,0
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(181,310)	(1
IMPAIRMENT OF RECEIVABLES	0	0	0	(194,671)	(1
TOTAL DEBTORS OUTSTANDING AS AT 30/9/2021	60,915	479,991	(347,842)	1,693,477	1,8

ACCRUED INCOME ACCRUED INTEREST PREPAYMENTS TOTAL TRADE AND OTHER RECEIVABLES

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
01/07/2021	Mt Hawthorn Community Church	443.99	Lease fee	Contacted re: overdue
01/07/2021	Department of Education	8,200.00	Annual lease	Reminder sent waiting payment confirmation
01/04/2021	Hospitality Industry Service Providers (HISP)	5,640.90	Monthly lease and Outgoings	Financial hardship
23/02/2021	Kre8 Constructions	929.50	Damaged to ROW 47 Redfern St	In the process to debt collection
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	Have been handed over to FER
22/08/2018	C D Hunter	12,514.30	Outstanding court costs awarded to COV	\$100 Monthly Repayment in progress from 27/10/20
5508.09	A Kindu	2,339.25	Damage/vandalism to hired venue	with debt collector
09/07/2019	R Cox	1,170.00	Breach of condition of hall hire	Sent to debt collection agency
21/07/2020	Kamran Beykpour	25,813.00	Outstanding court costs awarded to COV	With McLeods Barristers and Solictors
13/10/2020	D Bianchi	15,000.00	Court fines and costs re: 193-195 Scarborough	\$200 Monthly Repayment in progress from 30 Dec 20
21/01/2019	Matthew Slinger	20,084.80	Outstanding court costs awarded to COV	Have been handed over to FER
BALANCE OF 90	DAY DEBTORS OVER \$500.00	126,463.79		



BALANCE	
<b>\$</b> 124,544 0	
232,869 99,802	
3,503 0 132,906	
0 705 16	
1,668,178 (181,310) (194,671) <b>1,886,541</b>	
18,433	
22,564 226,167 2,153,706	

### CITY OF VINCENT NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION AS AT 30 SEPTEMBER 2021



	Original Budget 2021/22	YTD Budget Sep-21	YTD Actuals Sep-21	YTD Actuals Sep-20	Month Actuals Sep-21	Month Actuals Sep-20
ADMINISTRATION	\$	\$	\$	\$	\$	\$
Revenue	0	0	0	0	(75,088)	0
	0	0	0		74,933	0
Expenditure Surplus/(Deficit)	0	0	0	(254) <b>(254)</b>	(155)	0
SWIMMING POOLS AREA						
Revenue	2,209,329	519,385	383,328	334,309	193,515	129,780
Expenditure	(3,957,666)	(743,694)	(681,623)	(411,566)	(261,836)	(147,803)
Surplus/(Deficit)	(1,748,337)	(224,309)	(298,295)	(77,257)	(68,321)	(18,023)
SWIM SCHOOL						
Revenue	1,530,316	366,329	219,672	359,536	170,761	146,838
Expenditure	(1,107,574)	(258,802)	(194,419)	(262,071)	(87,776)	(88,229)
Surplus/(Deficit)	422,742	107,527	25,253	97,465	82,985	58,609
<u>CAFÉ</u>						
Revenue	0	0	0	0	0	(1,890)
Expenditure	0	0	0	(35,773)	0	250
Surplus/(Deficit)	0	0	0	(35,773)	0	(1,640)
RETAIL SHOP						
Revenue	551,116	137,778	110,881	118,144	56,902	45,003
Expenditure	(472,039)	(163,270)	(81,919)	(71,552)	(22,711)	(29,511)
Surplus/(Deficit)	79,077	(25,492)	28,962	46,592	34,191	15,492
HEALTH & FITNESS						
Revenue	1,732,874	433,218	868,919	376,113	188,136	126,515
Expenditure	(1,336,438)	(292,448)	(274,473)	(214,930)	(98,276)	(89,980)
Surplus/(Deficit)	396,436	140,770	594,446	161,183	89,860	36,535
GROUP FITNESS						
Revenue	675,362	168,840	166,683	135,789	66,622	45,640
Expenditure	(505,476)	(112,548)	(109,972)	(94,268)	(40,235)	(22,512)
Surplus/(Deficit)	169,886	56,292	56,711	41,521	26,387	23,128
AQUAROBICS						
Revenue	254,553	64,648	63,239	52,151	26,032	17,352
Expenditure Surplus/(Deficit)	(226,334) 28,219	(52,830) 11,818	(33,361) 29,878	(21,439) 30,712	(12,915) 13,117	(8,190) 9,162
CRECHE						
Revenue	61,333	15,333	15,948	13,418	6,274	4,654
Expenditure	(210,712)	(44,600)	(54,962)	(48,610)	(20,687)	4,654 (16,293)
Surplus/(Deficit)	(149,379)	(44,800) (29,267)	(39,014)	(35,192)	(14,413)	(16,293) (11,639)
Net Surplus/(Deficit)	(801,356)	37,339	397,941	228,997	163,651	111,624
Less: Depreciation	1,286,772	0	0	(73,452)	0	0

## 11.4 INVESTMENT REPORT AS AT 30 SEPTEMBER 2021

## Attachments: 1. Investment Statistics as at 30 September 2021 🗓 🔛

### **RECOMMENDATION:**

That Council NOTES the Investment Statistics for the month ended 30 September 2021 as detailed in Attachment 1.

## PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 30 September 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 with 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

The City's investment portfolio is diversified across several accredited financial institutions. This month, funds have been invested in National Australia Bank and Bank of Queensland.

Three (3) transactions were undertaken in September as follows:

- \$6,100,000 relating to Municipal funds; and
- \$1,955,669.15 relating to Leederville Gardens Inc Trust

The City's non-fossil fuel exposure has been maintained at low levels for the past few months due to the following reasons:

- o 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. This is impacting the City's ability to provide investment preference to these organisations.

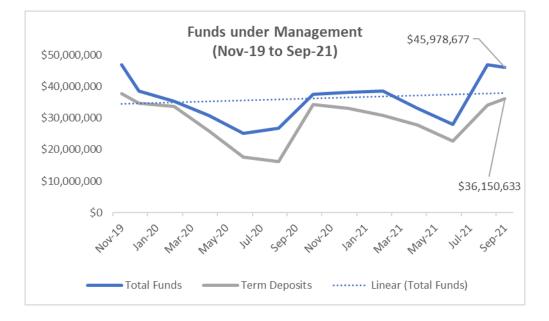
## **Investment Status**

As of 30 September 2021, the total funds held in the City's operating account (including on call) is \$45,978,677 compared to \$38,460,372 for the period ending 30 September 2020. The non-interest bearing account is higher than usual due to term deposits maturing closer to the reporting period.

Interest bearing term deposits account for \$41,236,105, non-interest bearing account for \$4,731,572 and the remaining \$11,000 is held in equity shares.

The total term deposit investments for the period ending 30 September 2021 are \$36,150,633 compared to \$23,921,321 for the period ending 31 September 2020.

The following chart shows funds under management from November 2019 to September 2021.



## **Interest Status**

Total accrued interest earned on investments at 30 September 2021 is:

Total Accrued Interest Earned on Investment	Budget	Budget	Actual	% of FY
	Adopted	YTD	YTD	Budget
Municipal	\$100,000	\$9,596	\$ 13,708	142.85%
Reserve	\$100,000	\$21,640	\$11,240	51.94%
Subtotal	\$200,000	\$31,236	\$24,948	79.87%
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$21,348	0.00%
Total	\$200,000	\$31,236	\$46,296	148.22%

\*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 0.38% for current investments whereas the Reserve Bank 90 days accepted bill rate for September 2021 is 0.02%. The online Saver interest rate has been maintained at 0.2% and is subject for review by CommBank in November 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.

The investment guidelines which is the supplementary document to the Council Investment Policy has been updated to increase the maximum exposure limits to divested institutions, this has now been increased to 90% as reflected in the below table. The majority of divested institutions lie within A-2 and A-1 categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Inve Maximum 9 one institut	‰with any	Maximum % of Total Portfolio			
	Guideline	Current position	Guideline	Current position		
A1+	30%	21.3%	90%	39.3%		
A-1	25%	6.6%	90%	6.5%		
A-2	20%	10.7%	90%	54.2%		

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.

## **Equity Shares**

The City of Vincent holds 11,000 shares for Bendigo Bank, purchased as North Perth Community Bank at \$1/share on 23 November 2021. These shares are trading at \$9.31 per share at 1 October 2021.

Bendigo Bank has no record of lending to coal and coal seam gas sectors since 2016 and meets the City's objective to invest in non-fossil fuel investments.

The performance of these shares, and the City's shareholding, will be reviewed as a component of our Investment Strategy, for consideration later this financial year.

## **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 specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024,* however focussing on non-fossil fuel investments contributes to a Sustainable Environment.

## **PUBLIC HEALTH IMPLICATIONS:**

This does not contribute to any public 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 30 SEPTEMBER 2021

	Municipal	Reserve	Leederville Gardens Inc	Total	Total
	\$	\$	Surplus Trust \$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	4,731,572	0	0	4,731,572	10.3%
Online Saver	5,085,472	0	0	5,085,472	11.1%
Term Deposits	21,946,244	10,496,592	3,707,797	36,150,633	78.6%
Equity Shares	11,000 <b>31,774,288</b>	0 10,496,592	0 3,707,797	11,000 <b>45,978,677</b>	0.0% 100.0%
BY INSTITUTION					
Bank of Queensland	10,676,244	4,500,000	899,629	16,075,873	35.0%
Commonwealth Bank of Australia	9,817,044	0	0	9,817,044	21.3%
Members Equity Bank Ltd.	0	1,805,262	852,499	2,657,761	5.8%
National Australia Bank	6,300,000	0	1,955,669	8,255,669	18.0%
North Perth Community Bank	11,000	0	0	11,000	0.0%
AMP Bank	2,970,000	2,000,000	0	4,970,000	10.7%
Macquarie Bank	2,000,000	1,000,000	0	3,000,000	6.6%
Defense Bank	0	1,191,330	0	1,191,330	2.6%
	31,774,288	10,496,592	3,707,797	45,978,677	100.0%
BY CREDIT RATINGS (SHORT-TERM		0	1 055 000	40.070.740	20.49
A-1+	16,117,044	0	1,955,669	18,072,713	39.4%
A-1 A-2	2,000,000 13,657,244	1,000,000 9,496,592	0 1.752.128	3,000,000 24,905,964	6.5% 54.1%
<i>№2</i>	31,774,288	10,496,592	3,707,797	45,978,677	100.0%
BY TERMS					
0-30 days	9,817,044	0	0	9,817,044	21.4%
31-90 days 91-180 days	0 1,000,000	3,500,000 0	0	3,500,000 1,000,000	7.6% 2.2%
181-270 days	14,123,756	5,996,592	852,499	20,972,847	45.5%
270-365 days	4,876,244	1,000,000	2,855,298	8,731,542	19.0%
> 1 year	1,957,244	0	0	1,957,244	4.3%
	31,774,288	10,496,592	3,707,797	45,978,677	100.0%
BY MATURITY					
0-30 days	12,317,044	0	0	12,317,044	26.8%
31-90 days	11,000	5,691,330	899,629	6,601,959	14.4%
91-180 days	989,000	2,805,262 0	852,499 1,955,669	4,646,761	10.1% 14.9%
181-270 days 270-365 days	4,876,244 13,570,000	0	1,955,009	6,831,913 13,570,000	29.4%
> 1 Year	11,000	2,000,000	0	2,011,000	4.4%
	31,774,288	10,496,592	3,707,797	45,978,677	100.0%
BY FOSSIL FUEL EXPOSURE (as dete	,		0.055.000	10 110 500	
Fossil Fuel Lending	31,763,288	7,500,000	2,855,298	42,118,586	91.6%
Non Fossil Fuel Lending	11,000	2,996,592	852,499	3,860,091	8.4%
	31,774,288	10,496,592	3,707,797	45,978,677	100.0%

# CITY OF VINCENT CURRENT INVESTMENT HOLDING AS AT 30 SEPTEMBER 2021

Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
OPERATING ACCOUNTS						
Municipal	Commonwealth Bank of Australia				0.00%	4,731,572
Municipal	Commonwealth Bank of Australia		Ongoing		0.20%	5,085,472
Total Operating Funds						9,817,044
EQUITY SHARES	North Perth Community Bank	23/11/2001				11,000
Total Equity Shares						11,000
TERM DEPOSITS						
Reserve	Macquarie Bank	01/02/2021	01/11/2021	273	0.55%	1,000,000
Leederville Gardens Inc Surplus Trust	Bank of Queensland	18/03/2021	20/12/2021	277	0.40%	899,629
Reserve	Defense Bank	18/03/2021	13/12/2021	270	0.37%	1,191,330
Municipal	National Australia Bank	18/03/2021	18/10/2021	214	0.31%	2,500,000
Reserve	Members Equity Bank Ltd.	18/06/2021	14/01/2022	210	0.45%	1,805,262
Leederville Gardens Inc Surplus Trust	Members Equity Bank Ltd.	30/06/2021	28/01/2022	212	0.45%	852,499
Reserve	Bank of Queensland	18/06/2021	14/01/2022	210	0.45%	1,000,000
Municipal	AMP Bank	20/08/2021	20/08/2022	365	0.75%	1,946,244.00
Reserve	AMP Bank	20/08/2021	18/08/2022	363	0.75%	2,000,000.00
Reserve	Bank of Queensland	20/08/2021	17/11/2021	89	0.25%	3,500,000.00
Municipal	Macquarie Bank	20/08/2021	18/02/2022	182	0.40%	1,000,000.00
Municipal	Macquarie Bank	30/08/2021	30/11/2021	92	0.40%	1,000,000.00
Municipal	AMP Bank	30/08/2021	01/03/2022	183	0.35%	1,023,756.00
Municipal	Bank of Queensland	30/08/2021	29/03/2022	211	0.33%	3,500,000.00
Municipal	Bank of Queensland	30/08/2021	02/06/2022	276	0.35%	4,876,244.00
Municipal	Bank of Queensland	17/09/2021	18/03/2022	182	0.33%	2,300,000.00
Municipal	National Australia Bank	17/09/2021	18/03/2022	182	0.28%	3,800,000.00
Leederville Gardens Inc Surplus Trust Total Term Deposits	National Australia Bank	17/09/2021	18/06/2022	274	0.32%	1,955,669.00 36,150,633

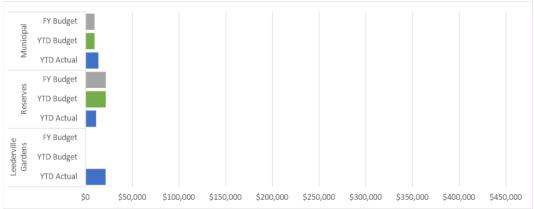
Total Investment Including At Call

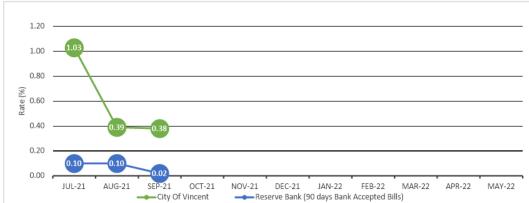
45,978,677

### CITY OF VINCENT INVESTMENT PERFORMANCE AS AT 30 SEPTEMBER 2021





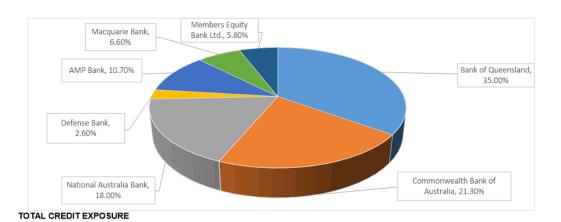


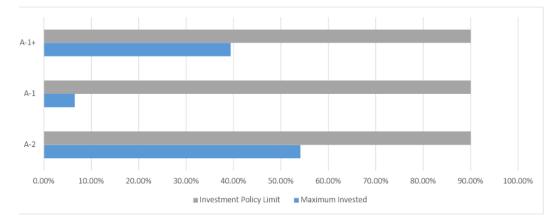


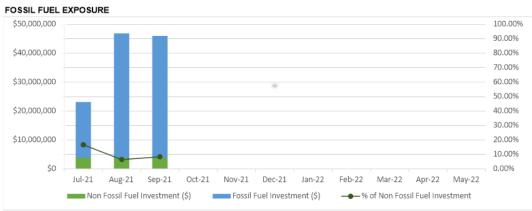
### INTEREST RATE COMPARISON

#### CITY OF VINCENT INVESTMENT POLICY COMPLIANCE AS AT 30 SEPTEMBER 2021

#### TOTAL PORTFOLIO EXPOSURE







4

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

Item 11.4- Attachment 1

#### CITY OF VINCENT INVESTMENT INTEREST EARNINGS AS AT 30 SEPTEMBER 2021

	YTD 30/09/2021	YTD 30/09/2020	FY 2021/22	FY
	30/09/2021	30/09/2020	2021/22	2020/21 \$
MUNICIPAL FUNDS	*	*	*	Ŷ
Budget	9,596	57,501	9,596	70,000
Interest Earnings	13,708	12,318	13,708	69,957
% Income to Budget	142.85%	21.42%	142.85%	99.94%
RESERVE FUNDS				
Budget	21.640	45.051	21,640	90,000
Interest Earnings	11,240	29,912	11,240	79,826
% Income to Budget	51.94%	66.40%	51.94%	88.70%
LEEDERVILLE GARDENS INC SURPL	US TRUST			
Budget	0	0	0	0
Interest Earnings	21,348	14,390	21,348	58,921
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	31,236	102,552	31,236	160,000
Interest Earnings	46,297	56,620	46,296	208,704
% Income to Budget	148.22%	55.21%	148.21%	130.44%
Variance	15,061	(45,932)	15,060	48,704
% Variance to Budget	48.22%	-44.79%	48.21%	30.44%
TOTAL (EXCL. LEEDERVILLE GARDE	NS INC SURPLUS TRUST)			
Budget	31,236	102,552	31,236	160,000
Interest Earnings	24,948	42,230	24,948	149,783
% Income to Budget	79.87%	41.18%	79.87%	93.61%
Variance	(6,288)	(60,322)	(6,288)	(10,217)
% Variance to Budget	-20.13%	-58.82%	-20.13%	-6.39%

#### 11.5 FIRST QUARTER BUDGET REVIEW 2021-2022

### Attachments:

- 1. Operating Statement by Nature or Type 🗓 🔛
- 2. Operating Statement by Program 🕹 🛣
- 3. Rate Setting Statement 🖖 🔛
- 4. Cash Backed Reserves <u>U</u>
- 5. Capital Budget <u>U</u>

#### **RECOMMENDATION:**

That Council BY ABSOUTE MAJORITY APPROVES the following amendments to the 2021/2022 Annual Budget:

- a) A net increase in the Operating Budget of \$143,936 as per Attachments 1 and 2;
- b) An increase to Cash Backed Reserves of \$85,377 as per Attachments 3 and 4;
- c) A net increase in the Capital Expenditure Budget of \$318,303 as per Attachment 5; and
- d) A net increase in the opening surplus of \$1,076,504, resulting in a forecast year end surplus at 30 June 2022 of \$512,631, as per Attachment 3.

#### PURPOSE OF REPORT:

The purpose of this report is to consider and authorise proposed first Quarterly Budget Review for 2021/2022, including amendments to the 2021/2022 capital carry-forward items.

#### BACKGROUND:

The 2021/2022 budget was approved by Council on 22 June 2021, and reflected the following budget themes:

- Return to **normal operating conditions**, post COVID in 2020/2021, with revenue set at 95% of a typical year, allowing for a COVID lockdown buffer.
- Vincent Rebound Plan to continue, as does financial hardship support for ratepayers.
- Implementation of **waste service changes**, providing 3-bin FOGO service to 16,500 households and a trial of Verge Valet bulk waste collection.
- Improving our long-term financially sustainable approach to **asset management**, with an increased renewal of Parks, Reserves, Buildings and Roads.
- Implementation of the **Community Engagement** Framework.
- Improved public open space planning at Robertson Park, Axford Park, Woodville Reserve and Banks Reserve.
- Delivering a large capital works program, supported by strong project management disciplines
- Enhanced **customer service** and support.
- Remaining open, transparent & accountable in our operations and decision making.

During the preparation of the 2021/2022 annual budget, an allowance was made to carry-forward funds for incomplete capital projects from 2020/2021. The value of the carry forwards was based on estimates of expenditure that would be unspent at 30 June 2021.

The Annual Financial Statement for the year ended 30 June 2020 is in the process of being been finalised and audited, therefore the estimated funds available to be carried forward can now be updated.

The City has continued to maintain a conservative budget approach during the first quarterly budget review, while increasing its budgeted revenue and expenditure to more realistic estimates.

#### DETAILS:

The budget amendments from this review incorporates the following adjustments:

- A net increase in the operating budget of \$143,936 as per Attachments 1 and 2.
- An increase to cash backed reserves of \$85,377 as per Attachments 3 and 4.
- A net increase in the capital budget of \$318,303 as per Attachment 5.
- A net increase in the opening surplus of \$1,076,504, and a forecast year end surplus at 30 June 2022 of \$512,631, as per Attachment 3.

#### Capital Expenditure

The 2021/2022 adopted budget included a capital expenditure program totalling \$22,158,710 including carry forward funding of \$4,587,776.

Overall, the capital expenditure for carry forward projects as at 30 June 2021 was under estimated by \$167,334 and the budget available in 2021/2022 for these projects should now be increased accordingly.

Additional expenditure of \$153,460 is also proposed for this budget review, reflecting adjustments to grantrelated capital works and minor budget corrections. Other changes relate to reallocating program funding to specific projects.

The details of the capital amendments are itemised at **Attachment 5** and summarised in the following table.

Description	Current Budget	Proposed Revised Budget	Difference	Comments
	2021/22	2021/22	2021/22	
	\$	\$	\$	
Allocation of carry forward surplus to 2021/22 works	619,868	784,702	164,834	Surplus allocations of \$787,202 offset by reduced carry forward estimates of \$619,868.
Grant money received, and the correspond	ing capital expe	ense item is create	d/increased	
Forrest Park Croquet Club	16,450	49,314	32,864	Capital budget increased to reflect the CSRFF grant funding and club funds that will be received for the project. Corrects an underestimation of the capital expense for the total project.
North Perth Bowling Club	-	80,000	80,000	Project is being scoped and further funds may be requested later.
Margaret Kindergarten Toilet Renewal	-	70,000	70,000	
Old Aberdeen Plan Greening	10,000	28,000	18,000	
Budget Corrections		1	1	1
East Perth Football Club Function Room Carpet	-	30,000	30,000	Omitted during budget. Requirement of tenancy.
Design Bike Network Plan		50,000	50,000	Omitted in error. Funded through reallocation from Norfolk St N/S Stage
Mini Roundabouts	-	12,605	12,605	Fully funded MRWA project. Includes provision for the City asset component. Money to be received from MRWA and this is the corresponding capital expense item.
Budget Reallocation to Electrical Infrastruct	ture Renewal	1	-	
Electrical Infrastructure Renewal	-	300,000	300,000	Reallocation to fund urgent electrical works (safety priority)
Vincent Community Centre – Airconditioning	170,000	60,000	-110,000	Reallocation of unused budget to Electrical Infrastructure Renewal
Building Management software (Admin)	120,000	-	-120,000	Airconditioning unit included building management program. No longer needed. Reallocation of unused budget to the Electrical Infrastructure Renewal.

TOTAL EXPENDITURE	2,057,138	2,375,441	318,303	
Various Road Project Allocations		340,000	340,000	Refer detail in Attachment 5
Norfolk St N/S Stage 1	375,000	0	-375,000	
Car Park Upgrade/Renewal	330,300	155,300	-175,000	
Local Roads Program (Refer commentation	ary below)			
Footpath Program	415,520	415,520	-	Reallocations from programs to specific projects

#### Local Roads Program

In order to qualify for Roads to Recovery (R2R) funding the City is obliged to achieve a reference amount of own source expenditure in road maintenance each financial year. The reference amount is reassessed every 5 years. In 2020/2021 the City met its obligations and will continue to receive its full funding allocation for 2021/2022.

In the City's 2019/2020 COVID Recovery program, several Local Road re-surfacing projects were bought forward from the 2021/2022 road program. As a result, the City has now identified that further spending is required this financial year to maintain the required levels of spending. While the R2R funding is not under threat, each year spending drops below the reference amount requires the Local Government to make it up in subsequent years to meet the 5-year averaged reference amount.

Increased spending on the Local Roads Program is funded through the following reallocations:

1. The Norfolk Street Safe Active Street

This is a two staged project, jointly funded (50/50) by the Department of Transport (DoT) and the City of Vincent. The initial stage (2021/22) is for design and public consultation, with construction to occur in 2022/2023. Therefore, it is proposed to re-allocate the City's portion of the funding to the Local Roads Program.

2. Car Park Upgrade/Renewal.

The majority of the funds were to be expended on the Loftus Centre car park. The carpark was listed on the Long-Term Financial Plan for renewal in 2021/22 and was subsequently included in the budget. However, a recent pavement condition assessment indicates that the car park does not require a full re-surfacing at this time, but rather targeted improvement works, such as the root shaving and broken kerbing around the trees creating hazards. Therefore, it is proposed, as per the Safe Active Street project, to re-allocate \$175,000 to the Local Roads Program.

#### Revenue from Operating Activities (excluding Rates)

Operating revenue has increased by \$142,483 (as per **Attachment 3**) and some of the key movements include:

- Improved parking and infringement revenue.
- Additional grant funding of \$98,000.
- Additional \$15,000 in rates instalment interest due to higher uptake of instalment payment methods.
- Offset by a reduction in Beatty Park revenue of \$186,000, due to the late opening of the indoor pool.

#### **Expenditure from Operating Activities**

Operating expenses have increased by \$1,453 (as per **Attachment 3**) and some of the key budget amendments include:

- Vacant maintenance position was reinstated, increasing employment costs by \$27,000.
- Beatty Park casuals were reinstated after the indoor pool closure, primarily in the swim school, increasing employment costs by \$93,000.

- An additional \$25,000 provision for CCTV operations provided by the Ranger Services.
- Offset by a decrease in:
  - Workers compensation insurance by \$72,000.
  - Loan interest of \$21,000.
  - Other insurances by \$18,000.

#### Cash Backed Reserves

There is an increase to cash backed reserves by \$85,377, as per **Attachments 3 and 4**, resulting from a reduction in transfers out of reserve to fund operational activities.

The breakdown is:

- Transfer out of the Percent for Art reserve has decreased by \$82,227 due to an adjustment to the percent for art program and
- Transfer out of the Asset Sustainability Reserve has decreased by \$3,150 due to adjustments to the capital works program.

#### Opening operating surplus

The estimated opening surplus for 2021/2022 has been adjusted to \$6,243,478, an increase of \$1,076,504. This reflects the draft audited financial statement and is subject to change.

As detailed in the Rate Setting Statement at **Attachment 3**, the revised budget forecast at 30 June 2022 is a surplus of \$512,631, representing an increase of \$406,008 from the adopted budget.

The additional surplus is primarily driven by a reduction in new borrowings, arising from a reduction in the Resource Recovery Facility exit loan by \$416,667 and an increase in operating revenue of \$143,936.

#### Financial Hardship Programs in the 2021/2022 budget

The City is monitoring requests for financial hardship support.

The City has received 24 financial hardship requests, and those ratepayers have had their rates payments deferred for 6 months.

The budget provisions for financial hardship support are sufficient for the current level of demand and no changes are required.

#### CONSULTATION/ADVERTISING:

Not applicable

#### LEGAL/POLICY:

This budget review is performed as a matter of good governance and is not required by the Act or associated regulations. The review is in accordance with the functions of the CEO as set out in section 5.41 of the Act:

5.41(d) "manage the day to day operations of the local government."

#### Imposition of fees and charges

- A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
   \* Absolute majority required.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be
  - (a) Imposed\* during a financial year; and
  - (b) Amended\* from time to time during a financial year.
- \* Absolute majority required.

#### **RISK MANAGEMENT IMPLICATIONS**

**Low:** Conducting this budget review ensures Council is aware of any proposed expenditure which varies from that in the approved budget.

#### STRATEGIC IMPLICATIONS:

This 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 satisfied with the service we provide.

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

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

#### SUSTAINABILITY IMPLICATIONS:

The proposed Budget provides sufficient resourcing to deliver the City's sustainability initiatives.

#### 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:

Administration is conducting a detailed analysis of the Beatty Park Infrastructure Project budget and expenses, due to higher than planned expenditure arising from pool filtration works.

A project status report and project change request will be presented to Council for review and approval in December 2021.

It is foreshadowed that further budget may be required by this project to complete the planned indoor pool change rooms. However, prior to making a submission, management is updating its cost estimates.

#### CITY OF VINCENT FIRST QUARTERLY BUDGET REVIEW (INCLUDING CARRY FORWARDS) 2021/2022

#### STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

Attachment - 1

	Adopted	Proposed	Proposed
	Budget	Budget	Budget Variance
	2021/22	2021/22	2021/22
	\$	\$	\$
Revenue			
Rates	36,745,248	36,745,248	0
Operating grants, subsidies and contributions	810,383	908,932	98,549
Fees and charges	18,429,368	18,453,102	23,734
Interest earnings	503,000	518,000	15,000
Other revenue	1,133,174	1,138,374	5,200
	57,621,173	57,763,656	142,483
_			
Expenses Employee costs	(26,815,330)	(26,841,949)	(26,619)
Materials and contracts	(27,146,539)	(27,132,773)	13,766
Utility charges	(1,603,890)	(1,603,890)	0
Depreciation on non-current assets	(14,068,923)	(14,068,923)	0
Interest expenses	(553,948)	(14,000,923)	20,834
Insurance expenses	(604,121)	(585,942)	18,179
Other expenditure	(2,079,954)	(2,104,661)	(24,707)
	(72,872,705)	(72,871,252)	1,453
	(,, )	(12101 11202)	1,100
Gross result	(15,251,532)	(15,107,596)	143,936
Non-operating grants, subsidies and contributions	7,249,525	7,243,384	(6,141)
Profit on asset disposals	1,061,943	1,061,943	(0,141)
(Loss) on asset disposals	(5,222)	(5,222)	0
Profit on Assets Held for Sale (TPRC Joint Venture)	833.333	833.333	0
Net result	(6,111,953)	(5,974,158)	137,795
Other comprehensive income			
Items that will not be reclassified subsequently to profit or loss			
Changes on revaluation of non-current assets	0	0	0
Total other comprehensive income	0	0	0
Total comprehensive income	(6,111,953)	(5,974,158)	137,795

#### CITY OF VINCENT FIRST QUARTERLY BUDGET REVIEW (INCLUDING CARRY FORWARDS) 2021/2022 STATEMENT OF COMPREHENSIVE INCOME

BY PROGRAM		Attachment - 2	
	Adopted Budget	Proposed Revised Budget	Proposed Budget Variance
	2021/22	2021/22	2021/22
	\$	\$	\$
Revenue			
Governance	50,300	66,500	16,200
General purpose funding	38,151,248	38,219,007	67,759
Law, order, public safety	297,750	324,000	26,250
Health	336,542	336,542	0
Education and welfare	132,656	132,656	0
Community amenities	618,465	624,465	6,000
Recreation and culture	9,423,850	9,278,190	(145,660)
Transport	8,029,652	8,212,586	182,934
Economic services	272,050	261,050	(11,000)
Other property and services	308,660	308,660	0
	57,621,173	57,763,656	142,483
Expenses			
Governance	(3,143,338)	(3,165,137)	(21,799)
General purpose funding	(716,799)	(715,759)	1,040
Law, order, public safety	(4,569,291)	(4,741,879)	(172,588)
Health	(1,768,032)	(1,773,475)	(5,443)
Education and welfare	(399,312)	(399,369)	(57)
Community amenities	(24,676,227)	(24,365,131)	311,096
Recreation and culture	(25,601,434)	(25,721,023)	(119,589)
Transport	(8,716,982)	(8,720,182)	(3,200)
Economic services	(625,753)	(620,974)	4,779
Other property and services	(2,206,262)	(2,199,048)	7,214
	(72,423,430)	(72,421,977)	1,453
Finance Costs			
Recreation and culture	(449,275)	(449,275)	0
	(449,275)	(449,275)	0
	(15,251,532)	(15,107,596)	143,936
Non-operating grants, subsidies and contributions	7,249,525	7,243,384	(6,141)
Profit on disposal of assets	1,061,943	1,061,943	(0,141)
(Loss) on disposal of assets	(5,222)	(5,222)	0
Profit on Assets Held for Sale (TPRC Joint Venture)	833,333	833,333	ů.
	9,139,579	9,133,438	(6,141)
Net result	(6,111,953)	(5,974,158)	137,795
notrodut	(0,11,353)	(3,374,130)	151,155
Other comprehensive income			
Items that will not be reclassified subsequently to profit or loss			
Changes on revaluation of non-current assets	0	0	0
Total other comprehensive income	0	0	0
Total comprehensive income	(6,111,953)	(5,974,158)	137,795
	, , , ,,		

CITY OF VINCENT FIRST QUARTERLY BUDGET REVIEW (INCLUDING CARRY FORWARDS) 2021/2022 Attachment - 3 RATE SETTING STATEMENT

	Adopted Budget	Proposed Budget	Propose Budge Varianc
	2021/22	2021/22 \$	Varianc 2021/2
DPERATING ACTIVITIES	3	•	
let current assets at start of financial year - surplus/(deficit)	5,166,974	6,243,478	1,076,504
	5,166,974	6,243,478	1,076,504
Revenue from operating activities (excluding rates)			
Bovernance	57,050	73,250	16,200
Seneral purpose funding	1,408,000	1,473,759	67,75
aw, order, public safety	308,062	334,312	26,25
iealth	336,542	338,542	1
ducation and welfare	139,094	139,094	1
community amenities	637,194	643,194	6,00
Recreation and culture	9,432,058	9,286,398	(145,66
ransport conomic services	8,829,651 278,425	9,012,585 267,425	182,93
	1,347,125	1,347,125	(11,00
ther property and services	22,771,201	22,913,684	142,48
xpenditure from operating activities			
Bovernance	(3,143,338)	(3,165,137)	(21,79
ieneral purpose funding	(718,799)	(715,759)	1,04
aw, order, public safety	(4,569,291)	(4,741,879)	(172,58
lealth	(1,768,032)	(1,773,475)	(5,44
ducation and welfare	(399,312)	(399,369)	(5
community amenities lecreation and culture	(24,676,227) (26,050,709)	(24,365,131) (26,170,298)	311,09 (119,58
ecreation and culture ransport	(	(	
conomic services	(8,716,982) (625,753)	(8,720,182) (620,974)	(3,20 4,77
ther property and services	(025,753) (2,211,484)	(2,204,270)	7,21
anel property and services	(72,877,927)	(72,876,474)	1,45
let Operating excluding Rates	(50,108,728)	(49,962,790)	143,93
Operating activities excluded			
Profit) on disposal of assets	(1,061,943)	(1,061,943)	1
oss on disposal of assets	5.222	5.222	
Depreciation and amortisation on assets	14,068,923	14,068,923	
rofit/loss on Assets Held for Sale - TPRC Joint Venture	(833,333)	(833,333)	(
	12,178,869	12,178,869	
mount attributable to operating activities	(37,927,857)	(37,783,921)	143,93
VESTING ACTIVITIES			
lon-operating grants, subsidies and contributions	7,249,525	7,243,384	(6,14
roceeds from disposal of assets roceeds from Joint Ventures	1,302,833 833,333	1,302,833 833,333	
urchase of property, plant and equipment	(14,326,949)	(14,261,268)	65.68
urchase of property, plant and equipment urchase and construction of infrastructure	(7,831,761)	(8,215,745)	(383,98
mount attributable to investing activities	(12,773,019)	(13,097,483)	(324,44
INANCING ACTIVITIES			
rincipal elements of finance lease payments	(92,839)	(92,839)	(
epayment of long term borrowings	(1,366,872)	(1,354,816)	12,05
roceeds from new borrowings	8,368,366	7,951,699	(416,66
ransfers to reserves (restricted assets)	(3,190,415)	(3,190,415)	(
ransfers from reserves (restricted assets)	5,177,037	5,091,660	(85,37
mount attributable to financing activities	8,895,277	8,405,289	(489,98
urplus(deficiency) before general rates	(38,638,625)	(38,232,617)	408,00
otal amount raised from general rates	36,745,248	38,745,248	
lat ourrant service at June 20 offerd - granter (Jania)	106.623	512.631	406.00
let current assets at June 30 c/fwd - surplus/(deficit)	106,623	512,631	406,00

#### CITY OF VINCENT FIRST QUARTERLY BUDGET REVIEW 2021/22 CASH BACKED RESERVES



Attachment 4

Reserve Particulars	Adopted Budget	Proposed Budget
	Transfers	Transfers
	from Reserve	from Reserve
	30/06/2022	30/06/2022
	\$	\$
Asset Sustainability Reserve	(2,726,156)	(2,723,006)
Beatty Park Leisure Centre Reserve	0	0
Cash in Lieu Parking Reserve	(441,000)	(441,000)
Hyde Park Lake Reserve	0	0
Land and Building Acquisition Reserve	0	0
Leederville Oval Reserve	0	0
Loftus Community Centre Reserve	0	0
Loftus Recreation Centre Reserve	0	0
Office Building Reserve - 246 Vincent Street	(290,675)	(290,675)
Parking Facility Reserve	0	0
Percentage For Public Art Reserve	(374,227)	(292,000)
Plant and Equipment Reserve	(22,667)	(22,667)
POS reserve - General	(190,000)	(190,000)
POS reserve - Haynes Street	(150,000)	(150,000)
State Gymnastics Centre Reserve	0	0
Strategic Waste Management Reserve	(982,312)	(982,312)
Tamala Park Land Sales Reserve	0	0
Underground Power Reserve	0	0
Waste Management Plant and Equipment Reserve	0	0
	(5,177,037)	(5,091,660)

CAPITAL BUDGET INCLUDING CARRIED   BUDGET 2021/22 (FIRST QUARTERLY BUDGET REVIEW)	Attachment - 5				
		Current Budget 2021/22 \$	Proposed Revised Budget 2021/22 \$	Variance 2021/22 S	Comments
LAND & BUILDING ASSETS					
ADMIN CENTRE Air Conditioning & HVAC Renewal - Admin Building HVAC	Renewal	344,000	507,837	163,837	Allocation of C/F Surplus for 2021/2022 works
BEATTY PARK LEISURE CENTRE Beatry Park Leisure Centre - Facilities Infrastructure Renewal	Renewal	1,500,000	1.034,391	-485,609	Reduced to reflect end of year balance for project. Reallocate \$70K to BPLC Electrical Renewal.
Beatty Park Leisure Centre – Concourse Tiling	Renewal	165,000	99,738	-85,282	Reduced to reflect end of year
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	Renewal	450.000	450.000		balance
Beatty Park Leisure Centre – Electrical Infrastructure Renewal	Renewal		300,000	300.000	Reallocate \$110k from Vincer Community Centre A/Con, \$120k from Building Management System, \$70k from BPLC Facilities Infrastructure Renewal
LIBRARY Upgrade Library counter to enhance customer service delivery	Upgrade	48,500	48.500		No Change
VINCENT COMMUNITY CENTRE Vincent Community Centre – Air Conditioning & HVAC Renewal	Renewal	170,000	60,000	-110,000	Project complete. Reallocate surplus funds to BPLC Electrical Infrastructure Renewal
DEPARTMENT OF SPORTS AND RECREATION					
DLGSC LED lighting upgrade/renewal	Renewal	225,000	225,000		No Change
DLGSC Air Conditioning & HVAC Renewal	Renewal	250,000	250,000		No Change
DLGSC renewal/upgrade-Lease obligation	Renewal	80,000	80,000		No Change
MISCELLANEOUS					
nfrastructure Works - Litis Stadium	Renewal	3.000.000	3.000,000		No Change
13 Bulwer Street, West Perth - Replacement of shed (Vollleyball WA)	Renewal	50,000	50,000		No Change
Works Depot - Non fixed assets renewals	Renewal	95,000	95,000		No Change
Lease Property Non Scheduled Renewal	Renewal	50,000	50,000		No Change
99 Loftus Street, Leederville - Loftus Child Health leasing requirements	Renewal	20,000	20,000		No Change
oftus Recreation Centre, 99 Loftus Street, Leederville - ventilation installation	New	20,000	20,000		No Change
North Perth Main Town Hall - Kitchen and toilet renewal	Renewal	180,000	180,000		No Change
North Perth Lesser Town Hall - Kitchen and toilet renewal	Renewal	120,000	120,000		No Change
Library Renewals	Renewal	80,000	80,000		No Change
Menzies Park Pavilion & Ablutions	Renewal	330,000	330,000		No Change
Niscellaneous Assets Renewal (City Buildings)	Renewal	100,000	116,114	16,114	Allocation of C/F Surplus for 2021/2022 works
Aircon & HVAC Miscellaneous Renewals all properties	Renewal	50,000	50,000		No Change
Water and Energy Efficiency Initiatives	Renewal	75,000	75,000		No Change
Hyde Park West	Renewal	220,000	220,000		No Change
Leederville Tennis Club - fencing upgrade	Upgrade	75,000	75,000		No Change
.eederville Oval Stadium - Light posts renewal Forrest Park Croquet Club	Renewal Renewal	1,100,000 16,450	1,100,000 49,314	32,864	No Change Correction. CSRFF Grant funding and Club funding for project was omitted in error. Reflects the total cost of the project, and the City funds 1/3rd.
Solar Photovoltaic Panel System Installation - Mt Hawthorn Community Centre	New	8,732	8,732		No Change
Solar Photovoltaic Panel System Installation - Vincent Community Centre	New	20,150	20,150		No Change
Solar Photovoltaic Panel System Installation - Britannia Reserve Pavilion	New	8,900	8,900		No Change
Roofing Renewal-Loton Park Tennis Club Room	Renewal	178,400	178,400		No Change
eederville Oval Stadium - Electrical renewal - 3 boards	Renewal	298,088	298,088		No Change

CITY OF VINCENT CAPITAL BUDGET INCLUDING CARR BUDGET 2021/22 (FIRST QUARTERLY BUDGET REVIEW)	Attachment - 5				
		Current Budget 2021/22	Proposed Revised Budget 2021/22	Variance 2021/22	Comments
Air Conditioning & HVAC Renewal - Belgravia Leisure Centre	Renewal		44,223	44,223	Allocation of C/F Surplus for 2021/2022 works
North Perth Bowling Club	Renewal		80,000	80,000	Grant income received. This is the matching expenditure item for the project. Project is being scoped and further funds may be sought at a later date.
East Perth Football Club Function Room Carpet	Renewal		30,000	30,000	Correction. Budget was omitted during budget adoption. Required in terms of tenancy.
Margaret Kindergarten Toilet Renewal	Renewal		70,000	70,000	Grant income received. This is the matching expenditure item for the project.
FOR LAND & BUILDING ASSETS		9,328,220	9,424,387	96,167	

CAPITAL BUDGET INCLUDING CARRIED BUDGET 2021/22 (FIRST QUARTERLY BUDGET REVIEW)	Attachment - 5				
		Current Budget 2021/22	Proposed Revised Budget 2021/22	Variance 2021/22	Comments
INFRASTRUCTURE ASSETS					
LOCAL ROADS PROGRAM Chelmsford Road to Ragian Road	Renewal		1,370	1,370	Allocation of C/F Surplus for 2021/2022 works
Lake Street - Bulwer Street to Brisbane Street	Renewal	110,307	110,307		No Change
ake Street - Stuart Street to Newcastle Street	Renewal	118,815	118,615		No Change
Slyde Street - Coogee Street to Matlook Street	Renewal	45,562	45,562		No Change
Richmond Street - Scott Street to Oxford Street	Renewal	62,141	62,141		No Change
ton Street - Gill Street to Ellesmere Street	Renewal	132,596	132,596		No Change
Brosvenor Road - Ethel Street to Fitzgerald Street	Renewal	73,279	73,279		No Change
awley Street - Fitzgerald Street to R.O.W	Renewal	21,734	21,734		No Change
Richmond Street - Enzgerand Street to K.U.W	Renewal	37,429	37,429		No Change
Richmond Street - Leicester Street to Cul-de-sac Britannia Road - Federation Street to Kalgoorlie Street		98,305	98,305		÷
-	Renewal				No Change
Bouverie Place - Federation Street to Kalgoorlie Street	Renewal	86,953 100,341	86,953 100,341		No Change
shby Street - Egina Street to East Street	Renewal				No Change
Ashby Street - Kalgoorlie Street to Egina Street	Renewal	105,907	105,907		No Change
shby Street - Kalgoorlie Street to The Boulevard	Renewal	53,984	53,984		No Change
shby Street - Flinders Street to Coogee Street	Renewal	53,984	53,984		No Change
hompson Street - Barnet Street to Loftus Street	Renewal	2,500	2,500		No Change
Bruce Street - Barnet Street to Loftus Street	Renewal	2,500		-2,500	Reallocate to road projects (adjusted prioritisation)
The Boulevarde, Larne Street to Hawthorn Street. Ragian Road, Norfolk Street to Hyde Street.	Renewal		145,000	145,000	Reallocate program allocati to specific road projects
Brosvenor Road, Ethel Street to Norfolk Street.	Renewal		90,000	90,000	
Cleaver Street, Vincent Street to Carr Street (under Roads)	Renewal		15,000	15,000	
gina Street - Berryman Street to Anzac Road	Renewal	5,000	5,000	10,000	No Change
gina Street - Berryman Street to Anzac Road	Renewal	5,000	5,000		No Change
linor Traffic Management Improvements Program	Upgrade	80,000	85,310	5,310	Allocation of C/F Surplus fo 2021/2022 works
ROAD TO RECOVERY					
Fennyson Street - Loftus Street to Shakespeare Street	Renewal	200,377	200,377		No Change
3lyde Street - Matlock St to Coogee St - Brisbane Tce - Lake St to Brisbane	Renewal	33,363	33,363		Correction. Incorrect project
Place Illesmere Street - Shakespeare St to London St	Renewal	90,170	90,170		location. No Change
TRAFFIC BAAN ACENENT					
TRAFFIC MANAGEMENT	Renewal	48,955	48,955		No Change
Alma/Claverton Local Area Traffic Management Harold and Lord St Intersection	Renewal	28,000	22,850	-3,150	Reduced as the funds were
Vini Roundabouts	New		12,605	12,605	spent in 2020/21. Fully funded MRWA project Money to be received from MRWA and this is the corresponding capital expen- item.
BLACK SPOT PROGRAM					
Grosvenor Road - Install half seagull islands on Grosvenor Rd to ban through a	ar Upgrade	100,000	100,000		No Change
eederville Parade - Vincent Street to Loftus Street	Upgrade	200,000	200,000		No Change
ntersection of Bulwer and Stirling St, Perth	Upgrade	95,960	95,960		No Change
ntersection of Green, Tyler & Merredin St, Mt Hawthorn/Joondanna	Upgrade	30,000	26,380	-3,820	Reduced as the funds were
ntersection of Loftus and Vincent Streets, West Perth/Leederville	Upgrade	245,270	245,270		spent in 2020/21. No Change
STREETSCAPE IMPROVEMENTS					
STREETSCAPE IMPROVEMENTS Streetscape Improvements Program	Upgrade	35,000	35,000		No Change
Breetscape Improvements Frogram Breetscape Improvements-Angove St and Fitzgerald St	Upgrade	10,000	10,000		No Change
Jorth Perth Public Open Space	opgrade	-	3,500	3,500	Allocation of C/F Surplus fo 2021/2022 works

Attachment - 5

#### CITY OF VINCENT CAPITAL BUDGET INCLUDING CARRIED FORWARD BUDGET 2021/22

		Current Budget	Proposed Revised	Variance	Comments
		2021/22	Budget 2021/22	2021/22	
OADWORKS - REHABILITATION (MRRG PROGRAM)					
Dxford Street - Leederville Parade to Vincent Street	Renewal	118.376	118.376		No Change
oftus Street - North bound lanes Vincent Street to Bourke Street	Renewal	157.528	157.528		No Change
oftus Street - South bound lanes Vincent Street to Bourke Street	Renewal	149.145	149.145		No Change
ourke Street - Charles Street to Loftus Street	Renewal	173.745	173,745		No Change
Carr Street - Fitzgerald Street to Charles Street	Renewal	110,518	110,518		No Change
itzgerald Street - Central lanes Burt Street to Walcott Street	Renewal	211.842	211.842		No Change
Valcott Street - North-west bound lanes William Street to Beaufort Street	Renewal	162.281	162.281		No Change
lewcastle Street - Eastbound Iane Money Street to Beaufort Street	Renewal	77,271	77,271		No Change
RIGHTS OF WAY					
nnual review based upon the most recent condition assessment survey	Renewal	100,000	107,290	7,290	Allocation of C/F Surplus for 2021/2022 works
aneway Lighting Program	New	20,000	20,000		No Change
LAB FOOTPATH PROGRAM					
ootpath Upgrade and Renewal Program	Renewal	446,309	30,789		Program budget allocated to following 14 footpath project
hrough to Macedonia Place	Renewal	•	32,979		Footpath project allocation
Car Park Entrance to Stirling Street	Renewal		18,192		Footpath project allocation
1atlock Street to Egina Street	Renewal		54,172		Footpath project allocation
charles Street to Walcott Street	Renewal		29,173		Footpath project allocation
aynes Street to Hobart Street	Renewal		25,803	25,803	Footpath project allocation
Ilesmere Strete to Gill Street	Renewal		26,826	26,826	Footpath project allocation
ourke Street to Richmond Street	Renewal		16,662	16,662	Footpath project allocation
orfolk Street to Ethel Street	Renewal		19,469	19,469	Footpath project allocation
risbane Street to Robinson Ave	Renewal		14,950	14,950	Footpath project allocation
eaufort Street to Lindsday Street	Renewal		14,568	14,568	Footpath project allocation
eicester Street to Cul-de-sac	Renewal		41,297	41,297	Footpath project allocation
rewer Street to Edward Street	Renewal		60,382	60,382	Footpath project allocation
ntersection of Beaufort Street	Renewal		17,052	17,052	
carborough Beach Road to 65 Flinders Street	Renewal		43,996	43,996	Footpath project allocation
BICYCLE NETWORK					
lorence/Strathcona/Golding Safe Active Street			34,540	34,540	Allocation of C/F Surplus for 2021/2022 works
ravel Smart Actions	New	10,500	10,500		No Change
ionstruct Norfolk SI NIS Route Stage 1 lesign Glendalough to Eucla commence development of new Plan	New	375,000			Program budget allocated to following road projects: Transfer to The Boulevarde, Larne St to Hawthorn, Ragla Rd, Norfolk St to Hyde St. Grosvenor Rd, Ethel St to Norfolk and Cleaver St, Vino to Carr St and \$50k to Desig Bike Network Plan Budget transfer from Norfoll
lesign Bike Network Plan	New		50,000		St/NS Route Stage 1.
esign for Norfolk St N/S Route	New	8,635	8,635	0	No change
DRAINAGE	_				
iritannia Reserve Main Drain Renewal stage 1&2	Renewal	143,635	143,635		No change
linor drainage improvement program	Upgrade	50,000	95,920	45,920	Allocation of C/F Surplus fo 2021/2022 works
iully Soak-well program	Upgrade	60,000	76,675	16,675	Allocation of C/F Surplus fo 2021/2022 works
CAR PARK DEVELOPMENT					
ar Parking Upgrade/Renewal Program	Renewal	330,300	155,300	-175,000	Reallocate program allocati
ccessible City Strategy Implementation	New	205,000	205,000		to specific road projects No Change
ar Parking Upgrade-Strathoona St angled parking	Renewal	200,000	20,000		No Change
ar Parking Opgrade-Straincona St angled parking lepot - Car park lighting Renewal	rvenewai	20,000	10,789	10,789	Allocation of C/F Surplus fo 2021/2022 works

Attachment - 5

#### CITY OF VINCENT CAPITAL BUDGET INCLUDING CARRIED FORWARD BUDGET 2021/22 (FIRST QUARTERLY BUDGET REVIEW)

		Current Budget 2021/22	Proposed Revised Budget 2021/22	Variance 2021/22	Comments
Banks Reserve Master Plan Implementation - Stage 1	Upgrade		31,782	31,782	Allocation of C/F Surplus for 2021/2022 works
Greening Plan-West End Arts Precinct	New		4,400	4,400	Allocation of C/F Surplus for 2021/2022 works
eederville Parade (Greening Plan)	New	200,000	200,000		No Change
Drummond Place (Greening Plan)	New	10,000	10,000		No Change
Nd Aberdeen Place (Greening Plan)	New	10,000	28,000	18,000	Grant funding is available. Th is the corresponding expenditure item.
Stirling Street (Greening Plan)	New	30,000	30,000		No Change
dward Street (Greening Plan)	New	20,000	20,000		No Change
Dunedin Street Car Park (Greening Plan)	New	15,000	15,000		No Change
linders Street Car Park (Greening Plan)	New	15,000	15,000		No Change
Brittania Reserve – Floodlight Repair	New	741,444	741,444		No Change
RETICULATION					
Ienzies Park - Replace Irrigation System	Renewal	180,000	180,000		No Change
Veld Square - Renew electrical cubicle and Upgrade in ground reticulation syst	Renewal	15,000	15,000		No Change
uckland/Hobart Street Reserve - replace irrigation	Renewal		30,673	30,673	Allocation of C/F Surplus for 2021/2022 works
STREET FURNITURE					
Bus Shelter Replacement and Renewal Program	Renewal	30,000	40,742	10,742	Allocation of C/F Surplus for 2021/2022 works
Street Lighting Upgrade Program	Renewal	55,000	55,000		No Change
PARK FURNITURE					
mplementation and renewal of parks signage	Renewal	20,000	20,000		No Change
lorwood Park - replace electric BBQ (double)	Renewal	15,000	15,000		No Change
Banks Reserve Masterplan - Infrastructure Improvements (benches/seating)	New	40,000	40,000		No Change
uckland/Hobart Street Reserve - replacement perimeter fencing	Renewal	20,000	20,000		No Change
łyde Park - upgrade of path lighting	Renewal	90,000	129,658	39,658	Allocation of C/F Surplus for 2021/2022 works
Britannia Reserve - shade sail replacement (south)	Renewal	18,000	18,000		No Change
Charles Veryard Reserve - Flood Lighting	Upgrade	100,000	100,000		No Change
PARKS DEVELOPMENT					
laynes Street Reserve Development Plan Implementation Stages 1 & 2	New	340,000	340,000		No Change
formouth Street	Renewal	10,000	10,000		No Change
dinboro Street Reserve	Renewal	20,000	20,000		No Change
lyde Park re-asphalt Pathways	Renewal	100,000	100,000		No Change
es Lilleyman – Playground and softfall replacement	Renewal	115,000	115,000		No Change
olcon Place Reserve - replace playground soft fall	Renewal	20,000	20,000		No Change
Cricket Wicket Renewal Program	Renewal	25,000	25,000		No Change
PLAYGROUND EQUIPMENT					
lenzies Park – replace exercise equipment	Renewal	60,000	60,000		No Change
orrest Park - replace exercise equipment (deferred from 2019/20)	Renewal	60,000	60,000		No Change
Charles Veryard Reserve - Replace playground softfall and exercise	Renewal	45,000	45,000		No Change
quipment Sladstone Street Reserve - upgrade & replace playground equipment	Renewal	105,000	105,000		No Change
MISCELLANEOUS					
Public Open Space Strategy Implementation Plan	New	50,000	50,000		No Change
flary Street Piazza - Festoon Light Improvements	New	20,000	20,000		No Change
TOTAL FOR INFRASTRUCTURE ASSETS		7,831,761	7,935,745	103,984	

CITY OF VINCENT					
CAPITAL BUDGET INCLUDING CARR	Attachment - 5				
BUDGET 2021/22					
(FIRST QUARTERLY BUDGET REVIEW)					
(TRST QUARTERET BUDGET REVIEW)					
		Current Budget	Proposed Revised	Variance	Comments
		Ŭ	Budget		
		2021/22	2021/22	2021/22	
PLANT & EQUIPMENT ASSETS					
LIGHT FLEET VEHICLE REPLACEMENT PROGRAM					
Light Fleet - Annual Changeover"	Renewal	547,500	592,500	45,000	Allocation of C/F Surplus for 2021/2022 works
MAJOR PLANT REPLACEMENT PROGRAM					
5 Tonne Rubbish Compactor Small Rear Loader	Renewal	340,000	340,000		No Change
Road Sweeper	Renewal	380,000	380,000		No Change
Single Axle Tipper Truck	Renewal	170,000	170,000		No Change
Scarifier Generator and vacuum system	New	20,000	20,000		Correction to plant description
Elevated Work Platform - Squirrel	Renewal	60,000	60,000		No Change
Mower / Ride On Rotary Toro Quad Steer	Renewal	40,000	40,000		No Change
Mower / Ride On Rotary	Renewal	35,000	35,000		No Change
MISCELLANEOUS					
Parking Machines Asset Replacement Prog	New	20,000	20,000		No Change
FOGO 3 Bin	New	1,378,556	1,378,556		No Change
TOTAL FOR PLANT & EQUIPMENT ASSETS		2.991.056	3.036.056	45.000	

CITY OF VINCENT CAPITAL BUDGET INCLUDING CARRIED BUDGET 2021/22	Attachment - 5				
(FIRST QUARTERLY BUDGET REVIEW)		Current Budget 2021/22	Proposed Revised Budget 2021/22	Variance 2021/22	Comments
FURNITURE & EQUIPMENT ASSETS					
FURNITURE AND EQUIPMENT - BP LEISURE CENTRE					
Lifeguard Tower renewal, Shade Sails, Fire alarm System, Umbrellas, Floor Scrubber and for other minor non fixed assets	Renewal	132,000	132,000		No Change
Gym equipment - Strength and Group Fitness Equipment Gym equipment - Cardio and Fans	Renewal	868,366	868,366		No Change
FURNITURE AND EQUIPMENT OTHER					
Building Management System Software-Admin	New	120,000		-120,000	Reallocate to BPLC Electrical Infrastructure Renewal
INFORMATION TECHNOLOGY					
Enterprise Applications upgrade	Upgrade	238,080	462,517	224,437	Allocation of C/F Surplus for 2021/2022 works
ICT infrastructure renewal (switches, UPS, audio visual, network links)	Renewal	275,000	275,000		No Change
MARKETING & COMMUNICATIONS					
COVID-19 Artwork relief project	New	374,227	292,000	-82,227	Reduced to reflect 2021/2022 scope of works
Beatty Park Leisure Centre					
Beatty Park Leisure Centre - Non Fixed Assets Renewal	Renewal		50,942	50,942	Allocation of C/F Surplus for 2021/2022 works
TOTAL FOR FURNITURE & EQUIPMENT ASSETS		2,007,673	2,080,825	73,152	
TOTAL CAPITAL EXPENDITURE		22,158,710	22,477,013	318,303	

#### 12 CHIEF EXECUTIVE OFFICER

#### 12.1 UNDERGROUND POWER UPDATE

Attachments: 1. Underground Power Options - City of Vincent 😃 🖾

#### **RECOMMENDATION:**

That Council:

- 1. RECEIVES the high level report on options for providing underground power in the City of Vincent at Attachment 1.
- 2. AUTHORISES the CEO to engage with Western Power on options to provide underground power through-out the City of Vincent including those identified in the report at Attachment 1.
- 3. REQUESTS Administration to prepare a business case on the delivery of an underground power program in the event Western Power announces a new program in which the City of Vincent would be eligible to participate.
- 4. NOTES Administration may seek feedback on underground power options from the Community Panel as part of the City's long term finance and asset management priorities following any announcement from Western Power on a future program.

#### PURPOSE OF REPORT:

To provide Council with an update on Underground Power as requested at the 23 March 2021 Council Meeting.

#### BACKGROUND:

At the 23 March 2021 Council Meeting, it was resolved, in part, that Council acknowledges that whilst the City's current financial priority is dealing with renewal of major building assets, the City requires a contemporary position on underground power.

Council requested the CEO to:

- Develop an affordable financial model to support the City's competitive participation in future SUPP funding rounds where there is community support;
- Consider the feasibility of a City funded underground power program, where State funding opportunities
  are limited or absent, noting impacts on the City's Long Term Financial Plan, rates revenue and
  borrowing capacity;
- Consider the current technological landscape and understand the potential disruption caused by increasing battery use on the network;
- Present a high-level report to Council on the above by November 2021 Ordinary Meeting of Council to form the basis of engagement with the community on underground power in Vincent.

The high-level report is at **Attachment 1**.

#### DETAILS:

The City of Vincent strongly supports the amenity benefits and improvement to tree canopy that results from undergrounding power lines.

Council has previously considered a number of funding models to expedite the undergrounding of power rather than rely upon the State Underground Power Program (SUPP).

The State Government, through the Public Utilities Office, has been running the SUPP since the early 1990s. The City has, in the past, applied for funding through the SUPP to undertake both Localised Enhancement Projects (LEP), typically single streets of either extensive tree canopy or heritage significance, and Major Residential Projects (MRP), which encapsulates upwards of 800 residential properties.

The first trial projects, called Round 1 in the 1990's, were based upon two-thirds State to one-third local government funding (which was subsequently passed onto the ratepayers within the project area). From Round 2 onwards it became a 50/50 funding split. In respect of LEPs the City has had two past projects:

- 1) Mary Street, Highgate, in recognition of the significant trees, completed in the late 1990's; and
- 2) William Street, Perth (Brisbane to Newcastle Streets), as part of the William Street Upgrade Project, completed in late 2000's.

The City was successful in Round 3 in 2006, and secured funding for the Highgate East MRP Project, approx. 900+ properties, completed in 2009.

The City consulted residents on a SUPP project on Brookman Street and Moir Street Heritage Precinct in 2015 and majority of respondents indicated they did not support paying \$8,260 per residential property to underground the power.

Under the Round 6 Program, local governments proposed project areas based on community requirements and preferences. Local governments nominated their contribution (50% - 90%), while Western Power contributed its net benefit (as a result of replacement and maintenance costs avoided), and the State Government funded the remainder. In this instance the residents contributed to a portion of the network infrastructure costs and all of their consumer mains connection.

In 2017, 17 projects were funded from 70 Local Government applications in Round 6 of the SUPP. The last of these projects are scheduled to complete construction in late 2022. The selection criteria is extensive and includes the percentage of public support, ability to pay (lower socio-economic areas are eligible for additional funding), the age and reliability of the infrastructure, terrain and soil conditions, and housing density. The number of lots in the project areas is generally restricted to about 800.

A previous estimate to install underground power in the remainder of the City was over \$100 million.

The City engaged Strategic Leadership Consulting to prepare the Underground Power Options for the City of Vincent report at Attachment 1.

The report notes that Western Power is finalising a proposed new approach to completing undergrounding of the State that is different to, and more equitable than, the previous competition based, SUPP Schemes.

The new approach consists of 3 main scheme approaches:-

- All NRUP Based on Western Power's prioritised program for network asset replacement and likely lower cost
- RUP Customer Funded schemes at likely higher cost but considered for priority
- Combination NRUP:RUP

The new approach is being trialled in 4 pilot schemes in Perth, and is expected to be finalised towards the end of 2021, in time for implementation from 2022-23. Subject to final confirmation, the new approach potentially offers a substantially more affordable cost of program as it identifies several City of Vincent areas for priority consideration and the opportunity for the City of Vincent to engage pro-actively in agreeing a medium-term staged program to complete undergrounding of the City.

Noting that there is important further information to be received from both the City of Vincent and Western Power, this major positive change in approach by Western Power combined with other elements of the research, indicate at this stage, that the City of Vincent should focus on:-

High Level Implementation Options:

- All NRUP for some Districts
- Combination NRUP:RUP for some districts

Preferred High Level Financial Options:

- Service Charge With General Rates a good % of Ratepayers pay up front, Remaining % Ratepayers Pay over 7 Years From 2022-2023
- Sale of City of Vincent Property Assets + General Rates Increase From 2022-2023 for recovery of City Reserves in 30+ years.

The report elaborates on the above interim information and findings and recommends important next steps for the City of Vincent to determine final positions in regard to Implementation and Financing options as well approaches to achieving optimal outcomes in engagement, finalisation, and management of an agreed program with Western Power.

The report recommends the City of Vincent waits, but prepares, for Western Power to confirm the details of the new program approach and schemes (NRUP and RUP) proposed for areas within the City *(expected this calendar year)*.

At this stage, Administration recommends Council approves the CEO continuing to engage with Western Power on a potential underground power program; prepares a business case if Western Power announce a new program in which the City is eligible to participate; and requests Administration to seek feedback on underground power options from the Community Panel as part of the City's long term finance and asset management priorities.

#### CONSULTATION/ADVERTISING:

The report recommends engaging the Community Panel on the options for underground power in the City of Vincent.

#### LEGAL/POLICY:

Nil

#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to receive this report. Implementing and funding an underground power program through-out the City of Vincent would be a major project and high risk.

#### 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.

**Thriving Places** 

Our physical assets are efficiently and effectively managed and maintained.

Sensitive Design

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

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.* 

Urban Greening and Biodiversity

#### PUBLIC HEALTH IMPLICATIONS:

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

Reduced exposure to ultraviolet radiation

#### FINANCIAL/BUDGET IMPLICATIONS:

An underground power program would be a major financial undertaking for the City of Vincent. The estimated cost to complete the implementation of the undergrounding of power to the whole City is in excess of \$100 million, based on current costings, and the timeframe to carry out the implementation would be a long-term plan. The financial implications of the different options are outlined in the attached report.

There is \$222,000 in the City's Underground Power Reserve. One option in the report estimates a requirement of a reserve ranging from \$.65M to \$3.5m at high point to meet shortfall between annual cost investment and loan repayments. As an example, in the case of NRUP:RUP Mix scenario, if only 30% of ratepayers choose to pay upfront, Council would require a reserve ranging from \$1.2 to \$6.1m at high point to meet shortfall between annual cost investment and loan repayments.

If Western Power announces an underground power program in which the City is eligible to participate, Administration would prepare a business case for consideration by Council with options and more detailed advice on resourcing implications. In this event, Administration may seek Council approval at the mid-year budget review to use the \$222,000 in the underground reserve to engage external expertise to prepare the business case and detailed financial advice.

# Final Report Underground Power Options for the City of Vincent



September 2021



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### 1. Executive Summary

The City of Vincent recognises the compelling benefits of completing undergrounding of power infrastructure within its boundaries and has requested this review, by Strategic Leadership Consulting (SLC), to guide a contemporary and affordable approach, for consideration by Council. Approximately 10,000 lots in 12 districts remain for power to be undergrounded across the City.

SLC's review has researched and considered the information and conclusions from the City's previous review in 2015, relevant WALGA papers, common themes in other Council approaches under the previous SUPP schemes, Western Power Corporation's proposed future approach for power undergrounding the State, discussed interim findings with City Executive and Council to identify the main future implementation options and estimate financial feasibility for the City.

Encouragingly, for the City of Vincent, the review has identified that Western Power is finalising a proposed new approach to completing undergrounding of the State that is different to, and more equitable than, the previous competition based, SUPP Schemes. The new approach consists of 3 main scheme approaches:-

- All NRUP Based on Western Power's prioritised program for network asset replacement and likely lower cost
- RUP Customer Funded schemes at likely higher cost but considered for priority
- Combination NRUP:RUP

The new approach is being trialled in 4 pilot schemes in Perth, and is expected to be finalised towards the end of 2021, in time for implementation from 2022-23. Subject to final confirmation, the new approach potentially offers a substantially more affordable cost of program as it identifies several City of Vincent areas for priority consideration and the opportunity for the City of Vincent to engage pro-actively in agreeing a medium-term staged program to complete undergrounding of the City.

Noting that there is important further information to be received from both the City of Vincent and Western Power, this major positive change in approach by Western Power combined with other elements of the research, indicate at this stage, that the City of Vincent should focus on:-

High Level Implementation Options:

- All NRUP for some Districts
- Combination NRUP:RUP for some districts

Preferred High Level Financial Options:

- Service Charge With General Rates a good % of Ratepayers pay up front, Remaining % Ratepayers Pay over 7 Years - From 2022-2023
- Sale of City of Vincent Property Assets + General Rates Increase From 2022-2023 for recovery of City Reserves in 30+ years.

The remainder of this Paper elaborates on the above interim information and findings and recommends important next steps for the City of Vincent to determine final positions in regard to Implementation and Financing options as well approaches to achieving optimal outcomes in engagement, finalisation, and management of an agreed program with Western Power.

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### 2. Project Brief

In 2015, the City prepared an Underground Power Strategy Discussion Paper which the City has undertaken a review to determine its current relevance, changes in the environment over the last six (6) years, development of updated systems applied by Western Power Corporation, current cost structures and potential and Council's ability to pay.

The Council resolution is as follows:

At the 23 March 2021 Council Meeting, it was resolved, in part, that Council acknowledges that whilst the City's current financial priority is dealing with renewal of major building assets, the City requires a contemporary position on underground power. Requests the CEO:

- Develop an affordable financial model to support the City's competitive participation in future SUPP funding rounds where there is community support;
- Consider the feasibility of a City funded underground power program, where State funding opportunities are limited or absent, noting impacts on the City's Long Term Financial Plan, rates revenue and borrowing capacity;
- Consider the current technological landscape and understand the potential disruption caused by increasing battery use on the network;
- Present a high-level report to Council on the above by November 2021 Ordinary Meeting of Council to form the basis of engagement with the community on underground power in Vincent.

To deliver these on this task the consultant should include:

- 1. Review the 2015 Discussion paper;
- 2. Research and meet with key stakeholders to understand changes since 2015, including Western Power, Energy Policy WA, WALGA, other local governments with experience;

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3. Provide an interim report on major opportunities and constraints;

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- Facilitate a workshop with Council Members to discuss funding options available to the City, including SUPP, City-led, resident-led, and other grants or funding available from State or Federal Governments; and
- 5. Prepare a final updated discussion paper.

The final report would preferably be due to the City by 1 October 2021.

## 3. City of Vincent Policy Statement

The City of Vincent had a policy position on underground power in Policy No. 2.2.2 Undergrounding of Power which was rescinded on 25 June 2019. The previous policy stated:

#### 3.1. Vincent Policy Statement

"The City of Vincent recognises the benefits of the undergrounding of power supplies and has a long-term objective to achieve this as soon as practicable, within the City's available financial resources.

**2.1** The funding model for all future State Underground Power Major Residential projects will be based on a 50% State Government and Western Power contribution, with the City's 50% contribution to be recouped from property owners in the project area.

**2.2** The funding model for all future State Underground Power Localised Enhancement projects will be based upon a maximum State Government and Western Power contribution of \$500,000 per project, with the City's contribution to be recouped from property owners in the project area.

**2.3** The City's share of any costs of any project under the State Underground Power Program, either Major Residential Projects or Localised Enhancement Projects, will be recovered from the property owners in the project area (who benefit from that project)"

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### 4. 2015 Discussion Paper Summary

#### 4.1. Key Points

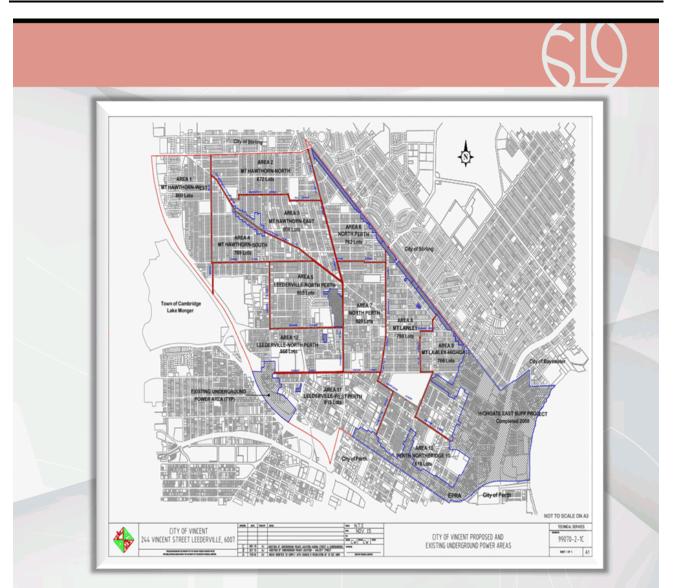
A summary of the 2015 discussion paper identified six (6) key points as follows:

- 1 The City of Vincent has approximately 14,500 rateable properties, equating to 10,000 lots which do not yet have underground power;
- 2 The estimated cost to complete the implementation of the undergrounding of power to the whole City is in excess of \$100 million, based on current costings, and the timeframe to carry out the implementation could be up to 48 years;
- 3 Several funding options have been identified however the most equitable and effective funding option is through the levying of a Service Charge;
- 4 The City can continue to submit Expressions of Interest for Major Residential State Underground Power projects for the 12 areas of the City of Vincent, as shown on attached Plan No 99070-2-1C as Attachment 1;
- 5 The Minister for Energy recently announced arrangements for the next major residential project funding round of the State Underground Power Program, Round 6;
- 6 Administration is still assessing the City's financial and resourcing capacity to roll out underground power. This assessment is affected and will be informed by:

(a) the current asset renewal project, which is due for completion in early 2016 which will identify the City's asset renewal backlog and gap and will be incorporated in the draft 2016/17 Budget and Long-Term Financial Plan; and

(b) an exercise currently being undertaken by staff to reconcile past underground power projects in the City in order to quantify the financial and resourcing impacts of embarking on a whole-of-City underground power strategy lasting several decades.

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### 4.2. Summary of Discussion Paper Concluding Comments

Approximately 80 – 85% of the City of Vincent is serviced by overhead power distribution lines. The estimated cost to complete the implementation of the undergrounding of power to the whole City is in excess of \$100 million, based on current costings, and the timeframe to carry out the implementation would be a long-term plan. This is particularly the case as Vincent underground power projects would still most likely need to be undertaken through the SUPP process and therefore be subject to the priorities and resourcing capacity of Western Power. Previous estimates have suggested at the current rate of conversion, it will take another 100 years for all properties in the metropolitan area to be serviced by underground power.

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### 5. Potential Impacts of Undergrounding Power

Undergrounding of the City of Vincent power network may have both positive and negative impacts as listed below but not limited to those identified:

#### 5.1. Potential Positive Benefits of Undergrounding the network

The most common sited advantages are, but not limited to the following:

- Potential reduction of the negative impacts of Climate change.
- More tree canopy cover from not having to prune trees reducing heat sink areas across the City.
- Reduce likely impacts of Cyclones events (note predicted to move further South in future years).
- Reduce impacts of annual severe weather events on citizens (Note: State underground project (SUPP) established in 1996 after severe storms causing major disruptions across the metropolitan area).
- Improve reliability and security of electrical supply to City of Vincent's consumers.
- Enhance streetscapes and amenity of the City of Vincent.
- Reduce street tree maintenance (estimated to be \$1 million per annum).
- Improve street lighting and potential to implement LED cost saving lighting across the City.
- Improve access and setbacks for pedestrians with the loss of pole infrastructure from verge areas, particularly in commercial precincts.
- Reduce maintenance costs for the City and the State GTE through reductions in operating and maintenance costs.
- Uplift in property prices within City will increase giving owners capital improvements (note the Valuer General believes the increases can be between 1.25% - 2.5% on average).
- · Health and Safety benefits to the community.
  - Health and safety benefits to the workforce especially using lifting equipment under power lines.

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#### 5.2. Potential Negative Impacts of Undergrounding the network

Undergrounding the City of Vincent overhead power network may have disincentives like, but not limited to:

- Disruption to commuters and the community during construction.
- Damage to 'Green Domes' at the property may expose live wires.
- Environmental damage, including soil erosion and disruption of ecologically sensitive habitat during construction.
- Despite the low-voltage and high-voltage lines being undergrounded the transmission lines system (66,000KV or higher) remains above ground.
- Potential risk from horizontal drilling damaging other underground utilities, such as telephone, water, gas, optic fibre etc.
- Susceptibility to flooding, storm surges, and damage during post-storm clean up.

Note: refer Appendix C for more information on construction activities.

# 6. Summary Western Power New Approach to Undergrounding Networks

#### 6.1. Review of Market Product Streams

Western Power are improving their approach to undergrounding the overhead power lines with two new programmes. Western Power's Business Plan, and Regulatory submission for the AA5 period, sees Western Power Corporation business strategy to maintain network performance at minimum cost with a view to:

- managing public safety risk.
- maintaining reliability.
- managing compliance.
- maximising sustainability.
- meeting customer needs.
- optimising the modular grid transition.

To achieve these strategies Western Power Corporation's current SUPP (*State Underground Power Program, Round 6*) which is currently In progress with 17 projects of a size between 500-800 lots was announced in January 2017 will be completed and finalised sometime in 2022.

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The SUPP process required Local Governments to nominated (Bid) a contribution between 50% - 90% with the highest bid being generally more successful than lower bidding local governments.

Two new concepts (Schemes) have been developed, with input from WALGA, to replace the old SUPP scheme. These schemes address the strategies (goals) set by Western Power and take into consideration future costs to the Corporation.

#### 6.2. **RUP** (Retrospective Underground Projects)

A RUP (Retrospective Undergrounding Projects) is in development with NRUPP (Network Renewal Undergrounding Program Pilot) currently in Progress in the suburbs of Scarborough, Eden Hill, Hilton, and St James.

The RUP Program will be customer funded projects with project areas nominated by the Local Government Authority. Western Power will apply a discount to project costs equal to the calculated avoided costs (Net Benefits) of the project. Of importance is that project size will not be limited by number of lots and can involve a rolling program covering the whole City over a period of time.

Additionally, the criteria to gain a successful application for the previous SUPP processes have been dropped with the responsibility of customer engagement, stakeholder management and funding being determined by each local government.

Currently the outcome of the RUPP - Pilot with determine the overall process and priority of future schemes by Western Power. The RUP process will see significant discounts to Local Authorities compared to the previous scheme, refer media statements in Appendix A.

#### 6.3. NRUP (Network Renewal Undergrounding Programme)

NRUP (Network Renewal Undergrounding Program) has potentially excellent opportunities for the City of Vincent. With the NRUP programme Western Power nominates the project areas with project areas are determined based on network risk and maximum cost benefits. With NRUP Western Power calculate the current and future avoided cost of network replacements or upgrades required by them to deliver under their asset management plans or customer funded works as approved by Economic Regulatory Authority. WPC is in the Page 10

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process to develop and approve this process and they are currently piloting the program it now. The detail of their work will be presented to the City sometime this calendar year. Western Power indicated that they are aiming to start the underground power program in the City of Vincent in early 2022, subject to approvals.

A Local Government's contribution is the value not covered by the calculated avoided costs which will be a much smaller contribution that SUPP and RUP schemes. The calculated avoided cost is the cost of current network replacements or upgrades required by them to be delivered under their asset management plans or customer funded works as approved by their internal processes and Economic Regulatory Authority approvals.

Project size again will not be limited by number of lots and there may be an opportunity to combine NRUP and RUP project areas to maximise undergrounding opportunities.

Further, a Pilot Program (NRUPP) limited to four project areas has been established with Western Power nominating the project areas. The project areas were determined based on network risk and maximum cost benefits.

These programmes being developed by Western Power align with the State Governments priority area of extending the State underground Power Program (WALGA immediate priorities for the state government report). The State wants to extend the underground power program to high priority projects identified on the basis of the need to invest in the electricity distribution network.

### 7. Other Local Government Approaches

#### 7.1. Victoria Park – NRUPP Program Implementation Approach

NRUPP Pilot Program Approach: -

- Western Power covers the cost of the network infrastructure costs in the public space, up to and including the pillar (verge green dome).
- A service charge will be levied through your rates notice to cover the costs to connect the consumer mains (from pillar to your house).
- The service charge will not apply to vacant land, as no consumer mains will be installed within vacant private land.

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 Properties with an existing underground consumer main will not be required to pay the service charge.

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- The typical property connection types There are three types of property connections only a 'Type 1' will be charged the \$2,300 service charge, 'Type 2' and 'Type 3' have no service charge.
- Councils have negotiated with Western Power a deferral for the service charges for 12 months
- There will be two payment method options available for the St James NRUPP:
  - 1. Payment in full as part of the 2022-2023 rates notice; or
  - 2. Payment in annual instalments over a seven-year period, with applicable interest charges commencing as part of the 2022-2023 rates notices.
- To enable property owners to pay their underground power service charges in annual instalments over a seven-year period (as per option 2), the Town's cost of borrowings (principal plus interest) will be applied at the applicable interest rate and on-charged in the owner's rates notice.
- Eligible pensioners and seniors are entitled to rebates on underground electricity charges as determined by the State Government, as per the guidelines set out below:
  - Holders of a Pensioner Concession Card, State Concession Card, or a Commonwealth Seniors Health Card WITH a WA Seniors Card, will be entitled to receive either up to 50% rebate or full deferral on underground electricity charges; or
  - Holders of a WA Seniors Card, who do not hold a Commonwealth Seniors Health Card, will be entitled to receive a single \$100\* rebate on underground electricity charges for the first year only of the scheme.

\*The current rebate amount is currently \$100 but is at the discretion of the Department of Finance.

#### 7.2. Pilbara – PUPP Program Implementation (Regional) Approach

City of Karratha implemented a service charge model for retrospective underground power based on the electricity connection capacity kilovolt-ampere (kVA) to each property. The model involved a contribution of 25% of the total cost of the Shire of Roebourne PUPP works to a maximum of \$34.55M funded by a service charge and was subject to the confirmation of the State Government's 75% contribution and to the execution of a funding agreement between Horizon Power and the Shire.

The total Shire contribution plus a contingency (for administration, rebates, and concessions) was allocated based on actual cost forecasts for High Voltage (HV) works (23%), Low Voltage (LV) works (63%) and consumer mains (14%) with all properties (including Shire owned

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properties) attracting a service charge. Properties with underground power not part of PUPP would only pay a HV charge and vacant lots did not pay a connection charge.

The HV charge per kVA was be based on the total HV costs divided by the total kVA load of the connections to which the HV charge applies (essentially all connections). The LV charge per kVA was based on the total LV costs divided by the total kVA load of the connections to which the LV charge applies (*all properties undergrounded as part of PUPP*).

The connection charge was be based on the total connection costs divided by the total number of connections (*all properties undergrounded as part of PUPP*) with the exception of premises directly connected to the HV Network which was based on full cost recovery.

Pensioner rebates were available in accordance with the Rates and Charges (Rebates and Deferments) Act 1992 and instalment options were available over four years, subject to the same conditions that apply to rates instalments.

This model methodology, in theory, sounded fair and equitable for charging for the new underground power, however in practice the model caused confusion in practical application.

There were many examples of the methodology achieving opposite desired effects, for example, commercial owners on this same street with similar size connections received bills higher than theirs neighbours. Calculations of the individual property charges based on kVA capacity were very complicated and led to many mistakes and subsequent disputes. Social media was buzzing with negative comments against the underground power project.

Therefore, it is recommended to use reliable and easy to prove data for calculating charges for retrospective underground power, rather than the kVA model.

# 7.3. Subiaco – SUPP Program Implementation Approach

The Subiaco's experience was an opportunist and innovative approach early in implementing its underground power programme (SUPP) which was generally achieved through its own endeavours. The SUPP commenced in the early to mid-1980's and at that time was done in a collaborative way with Western Power Corporation. In those days there was a good working relationship between the City and Western Power and both organisations would meet on a regular basis (quarterly) to discuss opportunities to expand the underground power throughout the City of Subiaco.

For example, if the City was planning to perform road works within the commercial district of the City, they would meet and discuss with Western Power how undergrounding overhead power lines could be included in the work and at what cost. This arrangement worked well as the City was always able to successfully argue that it was a good investment for Western Power to contribute to the cost as it would typically result in less maintenance costs caused by

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storms, accidents, etc being incurred by Western Power. The end result was that the City would make some contribution to undergrounding power but nowhere near the full cost as the additional cost was often shared.

In addition, where Western Power was planning an upgrade to its overhead power line network within the commercial area, they would contact the City and meet to discuss what was involved. Both parties discussed what was proposed and would seek to ascertain costs not only to underground power of that portion of works planned but also if the works could be extended (to a block corner for example).

Under both scenarios, the contribution made by the City was funded from the Capital works programme and the individual properties were not levied with any SUPP levy. During this period of time, a large part of the Subiaco commercial area did receive underground power at no direct cost to the property owner that received the benefit. This practice set the tone for future underground power arrangements.

Since that time, the City has participated in Western Power underground power programme and submitted plans to each round available. In order to fund the City's contribution and be consistent with past practices the City applied a percentage levy to rates (1%) applied to all rateable properties. Each ensuing round of SUPP was funded utilising loans by the City for its proportion with repayments covered by the 1% levy on rates. The City has completed the SUPP and has approximately another 10 years to run on its loan repayments.

# 7.4. Melville – SUPP Program Implementation Approach

In Melville the number of Round 6 SUPP scheme projects awarded to Melville was 3, with an average project size of 931 properties. The City paid 50% of the total project cost. This was funded by raising service charges on those properties in the project area.

The Network Service Charge for residential properties included in the Kardinya South Underground Power Scheme as an example were charged a network service charge as follows;

- Single, duplex, or two-unit property \$ 4,333.61 (per property/dwelling)
- 3-to-10-unit property \$ 3,348.56 (per property/dwelling)
- 11+ unit property \$ 2,837.32 (per property/dwelling)

The Charge for full network connection is as follows;

- Single, duplex, or two-unit property \$ 1,013.80 (per property/dwelling)
- 3-to-10-unit property \$ 811.04 (per property/dwelling)

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11+ unit property \$ 658.97 (per property/dwelling)

The Modified Network Connection charges are as follows;

- Single, duplex, or two-unit property \$ 811.04 (per property/dwelling)
- 3-to-10-unit property \$ 658.97 (per property/dwelling)

The Commercial properties are charged a network service charge as follows;

- 5 Kva installation \$ 10,580.49 (per property)
- 35 Kva installation \$ 20,854.50 (per property)

Commercial properties included in the Kardinya South Underground Power Scheme shall each be charged a standard installation connection fee of \$1,146.20.

In addition, the City incurred "in kind" costs for work done by officers in the course of conducting customer mail outs/surveys, answering customer queries, and costs incurred in the collection of service charges from ratepayers etc. Western Power reimbursed the City for these "in kind" costs in accordance with a schedule permitted under the terms of its contract with Western Power.

In terms of methodology for dealing with commercial ratepayers the City used the same process that were used for residential ratepayers, however the value of the service charges imposed to commercial ratepayers is higher in recognition of their:

- Generally, more substantial infrastructure is required to be installed to commercial properties than is required for residential properties.
- Greater capacity to pay

Western Power funded 25% of the total project cost and reimbursed the City for in kind costs as referred to above. The Office of Energy funded the remaining 25% of the total project cost.

A subsidy was provided by Western Power for the Kardinya South project to reduce final estimates to the project cost quoted in the original survey letters sent to residents. This is unusual but was required to ensure that sufficient approval was given by residents for the project to proceed.

In relation to the cost per resident with high voltage system remaining but low voltage undergrounded. This situation doesn't come up often, however in the 2019-2020 Budget, a concession of \$1,448 per property was granted to 72 properties.

The Capital funded was raised by the imposition of service charges in accordance with Section 6.38 of the Local Government Act 1995. No discounts on the underground power charges are

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offered by the City however, reduced rate of late payment interest on underground power was available and pensioner and seniors' rebates were available for those ratepayers eligible under the Rate and Charges (Rebates and Deferments) Act 1992. The payment terms as per rate notice, ie, 4 instalments or payment in full, or individual payment arrangements.

Project management was managed by Western Power and the City assigns a project liaison officer.

The City of Melville raises funds by way of service charges imposed on ratepayers in the project area. It is not uncommon with other local governments, however, for treasury loans to be used to finance SUPP programs, with a service charge imposed on the ratepayer to recover the cost of loan repayments due each financial year until such time as the loan is completely repaid.

# 7.5. Stirling – SUPP Program Implementation Approach

Currently the City of Stirling is involved in 3 underground power schemes 2 x SUPP Round 6 and NRUPP (Pilot program by Western Power requiring only consumer mains connection contribution from Property Owners). For SUPP the Council nominate locations for inclusion in the next round of SUPP and this is then assessed by Western Power and the State Government if they are suitable or not.

Each round of SUPP has different models for both funding and size of area. For SUPP Round 6 the revised number of lots changed to between 600 and 1,000.

In relation to Council costs and subsidies it generally depends on the scheme .SUPP Round 6, minimum 50% or "bid" a higher percentage to gain points that add extra weight for those locations to go ahead (*minimum was 60% for one point*). Councils can go as high as 100% contribution if they wish for it to be done. But generally, the contribution model is Council 60%, State Government 30%, Western Power 10% NRUPP, only Consumer Main Connections which Western Power advised that the figure of \$2,350 for a new Consumers Mains to be placed underground. If Consumer Mains is already underground, then no charge.

Western Power subsidies in relation to SUPP programs depends upon the contribution from the associated Council but normally for SUPP it is around 10% this figure will reduce based on the contribution matrix Western Power or Energy Policy WA use.

With the new trial program - NRUPP Western Power are paying the Network Cost which is a significant amount of the total project cost.

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For the City of Stirling the costs are broken down into two main groups for funding 1) Network Cost and 2) Connection Cost noting that the City of Stirling is not privy to the Tender response for Underground Power projects.

Network costs – has seen the placing of the main network infrastructure underground (*distribution lines and poles are removed – transmission lines are not part of SUPP or NRUPP*). This includes the green dome as that is Western Powers infrastructure. This figure can vary quite a lot as it depends on the ground conditions of the location (*e.g., limestone, other infrastructure like Telstra & NBN lines*). It can range from \$8,000 to \$10,000 per Property Owner, this is a figure that is usually provided to Property Owners as part of the Voting Survey sent by Energy Policy WA (*previously Public Utility Office*).

Connection costs – Consumer Mains new cabling *(include underground drilling of new Consumer Mains)*, connections and testing to the green dome and property owner's main meter. For Trigg this figure was based on the Tender response that Western Power administrate, this was requested by the City of Stirling as previous estimates were starting to get out of date and this was considered the best practice as it reflected the unique requirements for each location.

In relation to the cost per resident with high voltage system remaining but low voltage undergrounded we have found that generally there is no difference to contribution requirement if Transmission lines remain, but each location is assessed individually on this matter. There is no guideline as to how this is to be done, each Council does it their own way. For a recent project in Menora it had significant concrete Transmission Line Poles that are not removed as part of SUPP or NRUPP – this project offered as a concession to those impacted property owners and was discussed at length internally to arrive at the percentage given. It must be noted that this concession amount was then distributed across the rest of the property owners as the City of Stirling doesn't fund such projects from operational funds.

Further, the City of Stirling endeavours to try and offer the best possible term to allow property owners to pay outstanding contributions – the premise usually used is around \$20 per week divided by the total contribution required for a Standard Residential Single Dwelling. For example, Trigg was advised by the State Government's voting survey was \$10,100 so the City of Stirling supplied a term of 10 years to pay for that contribution or pay in full (*Pensioners and Seniors are entitled to rebates from Revenue WA*)

The City of Stirling has always raised an Underground Power Rates Notice to the associated Property Owners to pay. The City of Stirling has not sort loans to fund those Contributions for outstanding Property Owners. Each Council does this part differently and this can be different for each location but generally Councils fully recover from Property Owners as they are the benefiter of the power network infrastructure being placed underground *(ERA report provides*)

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a breakdown of these benefits). Also, if the Council fully funded the Councils contribution the cost would form part of the normal Rates funding process and property owners outside that location would be required funding it and may never benefit from the undergrounding of power in their location.

The SUPP programs from our perspective is Project Managed by Western Power as they are the controlling entity for these types of projects. The City of Stirling provides technical advice on infrastructure and recovery of contributions from Property Owners. The City established a Steering Committee consisting of representative of State, Western Power, and the Council to control the project. The City of Stirling pays Cash Calls to Western Power over the term specified in the Funding Agreement and this is generally before the City of Stirling has received any funds from Property Owners. However, the NRUPP – is Project Managed by Western Power as it is different from SUPP and there is no oversight by a Steering Committee.

The City of Stirling Engineering Design are the party that ensure the project aspects satisfy requirements within the City of Stirling's area (setbacks from kerbs and pathways, transformer locations).

Commercial Property Owners are dealt with differently to normal residential property owners. The City of Stirling prefers to classify Commercial properties as non-residential due to the fact that there are many different types of property setups including: Churches, Primary Schools, Shops, State Government infrastructure and City owned Facilities. The City of Stirling requests consumption data from Western Power for these locations and this is in the form of the maximum load that location has drawn from the network over the previous 3 years. It is deemed that the network has to be designed to have capacity to feed that draw so that is the factor used to apportion that charge amount. Residential properties are assessed by Western Power via an average as providing individual max draws for each of those properties wouldn't be practical. The City of Stirling relies on Western Power to provide accurate information as they are the owners of that data and electricity experts.

Funding is raised by the issuing of an Underground Power Rates Notice, terms are dependent upon the amount required to be paid, loans are not sort by the City for such activities, interest is generally charged (*this was held off due to recent events with COVID but would normally apply for non-payment*), budget funds are approved by Council Members as per the requirements of the Local Government Act and Financial Management Regulations.

Excess funds are required under the Local Government Act to be returned to the Property Owner and this is done via a weighted average of the percentage of contribution required by each Property Owner – there is the option as per the Local Government Act, to have that either refunded directly to the Property Owner or allocated to their Property Rates. The City off Stirling's Finance Services section are responsible for this area, this includes the financial

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model for apportioning required contributions, underground power rates notices, payment terms, debt recovery, instalment arrangements, allocation of revenue, WA rebates for pensioner/seniors, ensure that all financial matters are actioned in accordance with the Local Government Act and Financial Management Regulations.

# 7.6. Cambridge – SUPP Program Implementation Approach

Unfortunately, the staff involved in the modelling and implementation of the Town's current underground power project, Floreat East, West and North, as well as the remaining area in Wembley/West Leederville have left the Town. The projects have since been completed with only instalment payments now remaining.

In regard to funding, the Town was successful in obtaining funding from Western Power for Floreat North, East and West. The funding comprised of Western Power contributing 10%, the Town contributed 40% (*from reserves*) and the property owners the remaining 50%.

With respect to the Wembley/West Leederville underground power project, funding consisted of 50% Town and 50% property owners. In total the underground power projects included some 4,668 properties at a cost of \$43 million. The Town and property owners contributing \$39 million with Western Power the remaining balance.

The Town raised \$21.5 million from property owners with the remainder of the \$39 million coming from the Town's reserves,

Payment options consisted of pay in full by September/October 2018 to obtain a 3% discount, pay in full by mid-February 2019 with no discount. The alternative was to select 2-, 3-, 5- or 10-year payment options, which incur an interest charge of 5%. The service charges for these options appear on the rates notice and are payable over the same instalment options as offered for rates.

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7.7. 5	Summary of	<sup>F</sup> Financial	Approaches
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Approach	Pilbara	Cambridge	Subiaco	Melville	Stirling
Average	\$3469	\$2700-	Nil	~ \$5347	\$8000 -
Charge/Ratepayer		\$8250			\$10000
Recovery of Charges	Service	Service	1% Rate Levy	Service Charge	Service Charge
	Charge	Charge			
Sale of Assets \$	Nil	Nil	Nil	Nil	Nil
LGA Contribution	25%	50%	Mostly	50%	60%
Treasury Loan \$,	No	No - \$	No	No	No
		taken from			
		reserves			
Discount/Rebate	No	Yes 3% if	No	Senior/	Senior/
		paid in full		Pensioner	Pensioner
State Contribution	75%	10%	various	25%	30%
Transmission Line	No	No	No	Yes - \$1448	No
Subsidy					
Project Management	Liaison	Liaison	Liaison	Liaison Officer	Committee
	Officer	Officer	Officer		
Business Model	No –	Yes -	Yes - system	Yes - standard	Yes - Standard
deemed successful	caused	Schemes	completed	process	process
	confusion	completed			

# 7.8. Summary Common Themes

The most common themes that can be obtained from this sample of underground power implementation processes seem to be:

- Service Charge used without any loan borrowings (note Subiaco used a 1% rate levy on all property owners.
- Discounts do not seem to be a common factor except for the Pensioners and Seniors being entitled to rebates from Revenue WA)
- The previous SUPP scheme was costly ranging from \$2500 \$10,000 for residents albeit it has varied considerably from scheme to scheme.
- Project management is generally Western Powers responsibility with LGA's having appointed liaison officers.
- Some models did not achieve the desired results.
- Unless a local Government is proactive undergrounding of the area can take a considerably long period of time.

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# 8. City of Vincent Underground Programme

# 8.1. Implementation – High Level Options

Based on the City of Vincent's current undergrounding progress, current information available from Western Power and other Council approaches, there a several high-level options that can be considered, to complete undergrounding in the City – each with benefits and compromises:

No.	Option Description	Benefits	Compromises
1	All suburbs under NRUP – potential priority areas may be Mt Hawthorn, Leederville, North Perth - identified by WP	Overall cost lower as     NRUP Lot Cost     expected to be     lower	<ul> <li>Based on WP prioritised needs with duration to be advised by WP</li> </ul>
2	Combination NRUP and RUP	<ul> <li>Expedited – as Customer Funded RUP schemes will be favoured by WP</li> </ul>	Overall cost higher as RUP Lot Cost expected to be higher, with COV will negotiate the timing with WP

# 8.2. Factors Influencing Vincent Implementation Approach

The City of Vincent's implementation options will be influenced by a number of factors that require further information from both the City and Western Power. These include: -

City of Vincent Information Required

- Updated City Map and Scheme Areas
- Average Number and Range of Lots per scheme
- Mix of Scheme Types or within Schemes in relation to NRUP, RUP, Large Private Developments
- Preferred Program priority and phasing.
- Service charges methodology and structure.
- Preferred finance arrangements to support the program.

#### Western Power Information Required

- WPC Prioritised Program including NRUP and RUP areas and its delivery timelines.
- Average cost per lot NRUP, RUP in each area.
- Breakdown of lot cost between pole to house etc.
- Numbers or Ratio of Large Private Development lots reducing NRUP
- Schematics for current overhead and proposed underground network.
- Discounts applied in each area.
- Advice from WPC about the underground program application process.

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# 9. Undergrounding Programme Financials

# 9.1. Undergrounding Programme and Financing Options considered

The City of Vincent is obligated to evaluate and ensure that any programme that is finally determined is affordable and equitable for residents as well financially sensible for the City.

To assist in this objective, the following undergrounding programme and financing options have been considered, at this early stage, to determine high level indicative financial outcomes:-

- Undergrounding Programme Options:
  - 1. All Schemes Undertaken through NRUP Western Power Program
  - 2. Schemes undertaken to a 70:30 Mix of NRUP:RUP
- Financing Options for Above programs
  - 1. A-Sale of City of Vincent Property Assets
  - 2. B-Sale of City of Vincent Property Assets + General Rates Increase
  - 3. C-General Rates Increase for all ratepayers
  - D-Service Charge with General Rates 70% residents pay up front, 30% pay over 7 years
  - 5. E-Treasury Loan Recovered by general rates.

# 9.2. Assumptions for High Level Options and Initiatives

Evaluation of the above undergrounding program and financing options is based on the below range of assumptions, relevant to:-

- Program numbers and implementation approach
- Program costs-investment
- · Estimated net sales proceeds pf City of Vincent property assets
- Ratepayer recovery options
- · Financial rates inflation, deposit interest

It is important to note that these assumptions are based on best available current information and will need to be refined as updated and final information is received from both the City of Vincent and Western Power; additionally reflect latest economic data.

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STANDARD ASSUMPTIONS		INFO SOURCE
PROGRAM NUMBERS AND IMPLEMENTATION		
No. of Lots	9824	COV - JULY 21
No. of Stages	8	COV - JULY 22
Average Lots Per Stage	1229	COV - JULY 23
Years Per Stage To Complete	2	ESTIMATE
Total Years To Complete Program	16	ESTIMATE
Annual Lots Per Stage-Year To Complete	615	ESTIMATE
NRUP:RUP Ratio	70:30	ESTIMATE
PROGRAM COSTS-INVESTMENT		
Cost Per Lot NRUP	\$2,300	NRUPP PILOT
Cost Per Lot RUP	\$5,000	ESTIMATE - WP
70% NRUP Total Cost-Investment	\$15,816,640	ESTIMATE
30% RUP Total Cost - Investment	\$14,736,000	ESTIMATE
ALL NRUP Total Program Cost-Investment	\$22,595,200	ESTIMATE
NRUP:RUP Total Program Cost-Investment	\$30,552,640	ESTIMATE
ALL NRUP Average Total Cost - Investment Per Stage	\$2,824,400	ESTIMATE
ALL NRUP Average Annual Cost-Investment	\$1,412,200	ESTIMATE
NRUP:RUP Average Total Cost - Investment Per Stage	\$3,819,080	ESTIMATE
NRUP:RUP Average Annual Cost-Investment	\$1,909,540	ESTIMATE

tential Sale of Selected Assets Could Return - <i>Note: n</i> ed \$1.6 - \$6.1 million rolling reserve to be established	5 5 5 5 5 5 0 0 0 0 0	00 ESTIMATE-COV
TREASURY	LOAN TERMS	
Treasury Loan \$	STAG	ED LOAN \$5M - \$30M
Treasury Loan Int. Rate		3%
Treasury Loan Term		20-30+ YEARS
RATEPAYER RE	COVERY OPTIONS	
General Rates Increase Annual \$ per 1% Increase	\$320K	ESTIMATE-COV
Discount For Pensioners Etc	50%	ESTIMTE VIC PK
Service Charge Upfront Payment	70%	ESTIMATE- COM Approac
Instalment Payment Option	7 YEARS	ESTIMATE WPC PILOT
OTHER FIN	IANCIALS	
Undergrounding Cost Inflation	1-3% p.a.	ESTIMATE - ECON STATS
Treasury Deposit Interest	65% (.0065) p.a.	ESTIMATE-WATC

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# 9.3. Programme Implementation Cost Scenarios

Program Implementation Costs will be impacted by expected increases to the currently assumed NRUP cost per lot of \$2,300 which is based on Western Power's Pilot Program in St. James – Victoria Park and an estimated NRUP: RUP (70:30) cost per lot of \$5000. To assist in considering the impact of these estimated increases, program implementation costs have been estimated for a range of scenarios based on increases in constructions costs and general inflation, as follows:-

PROGRAM COSTS ALL NRUP	AVERAGE LOT COST \$	TOTAL PROGRAM COST \$	AVERAGE STAGE (8) COST \$	AVERAGE ANNUAL (16) COST \$
Cost Per Lot as NRUP Pilot	\$ 2,300	\$ 22,595,200	\$2,824,400	\$1,412,200
1% Annual Inflation		\$ 24,615,272	\$3,076,909	\$1,538,454
2% Annual Inflation		\$ 26,848,847	\$3,356,106	\$1,678,053
3% Annual Inflation		\$ 29,319,514	\$3,664,939	\$1,832,470
Cost Per Lot as NRUP Pilot + 10%	\$ 2,530	\$ 24,854,720	\$3,106,840	\$1,553,420
1% Annual Inflation		\$ 27,076,799	\$3,384,600	\$1,692,300
2% Annual Inflation		\$ 29,533,731	\$3,691,716	\$1,845,858
3% Annual Inflation		\$ 32,251,466	\$4,031,433	\$2,015,717
Cost Per Lot as NRUP Pilot +30%	\$ 2,990	\$ 29,373,760	\$3,671,720	\$1,835,860
1% Annual Inflation		\$ 31,999,853	\$3,999,982	\$1,999,991
2% Annual Inflation		\$ 34,903,501	\$4,362,938	\$2,181,469
3% Annual Inflation		\$ 38,115,368	8 \$4,764,421	\$2,382,211
PROGRAM COSTS NRUP:RUP (70:30)	AVERAGE LOT COST Ś	TOTAL PROGRAM COST \$	AVERAGE STAGE (8) COST \$	AVERAGE ANNUAL (16) COST S
Estimated Cost Per Lot	\$ 3,110	\$30,552,640	\$4,160,516	\$2,080,258
1% Annual Inflation	- /	\$33,284,128	\$4,538,039	\$2,269,019
2% Annual Inflation		\$36,304,310	\$4,955,635	\$2,477,818
3% Annual Inflation		\$39,645,082	\$4,160,516	\$2,080,258
Estimated Cost Per Lot + 10%	\$3,421	\$ 33,607,904	\$ 4,200,988	\$ 2,100,494
1% Annual Inflation		\$ 36,612,541	\$ 4,576,568	\$ 2,288,284
2% Annual Inflation		\$ 39,934,741	\$ 4,991,843	\$ 2,495,921
3% Annual Inflation		\$ 43,609,590	\$ 5,451,199	\$ 2,725,599
Estimated Cost Per Lot +30%	\$4,043	\$ 39,718,432	\$ 4,964,804	\$ 2,482,402
Estimated Cost Per Lot +30%			A = 400.074	\$ 2,704,335
		\$ 43,269,367	\$ 5,408,671	φ 2,104,555
1% Annual Inflation 2% Annual Inflation		\$ 43,269,367 \$ 47,195,603	\$ 5,408,671 \$ 5,899,450	\$ 2,949,725

The final Western Power charges to the city will also be determined by factors including:-

• New formula for U/G power charges under the NRUP scheme NRUP.

- Construction cost changes.
- Regulatory body support/approval of new WPC calculation for NRUP in the City area

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- WPC overhead network asset condition leading to replacement decision and subsequent cost allocation between WPC and the City
- Ministerial support and approval of the new NRUP scheme.
- WPC asset management 5 years plan and allocated budget, as this budget for each specific underground power area within the City area will discount the cost applied for each area to the City.

# 9.4. Evaluation of Financing Option 'A' – Sale of City of Vincent Property Assets

REVENUE SOURCE	\$	\$
Sale of Assets - Pre 2021/2022 and staged		
Net Proceeds- Estimated	\$20,000,000	
Interest on Reducing Balance-Treasury		
Deposit @ .65%	\$832,000	
Total Funds Available		
		\$20,832,000
HIGH LEVEL INDICATIVE FI	NANCIAL OUTCOME	
All NRUP" cost scenarios		
<ul> <li>Sale Proceeds of Property Assets + Interest On Reducing</li> </ul>	Balance could fund "All NRUP" cost s	scenarios of Base
cost as Pilot up to 3% annual inflation, Base Cost as Pilot	t plus 10% up to 2% inflation.	
<ul> <li>The other "All NRUP" scenarios require supplementatio</li> </ul>	n by sale of the other property asset	s at various latei
<ul> <li>The other "All NRUP" scenarios require supplementatio points in the scheme.</li> </ul>	n by sale of the other property asset	s at various latei

#### NRUP:RUP 70:30 cost scenarios

- NRUP:RUP scenarios require supplementation by sale of the other property assets at various later points in the scheme.
- The more likely use of Proceeds from Sale of Property Assets is to temporarily finance initial year program costs and annual shortfalls for other cost recovery methods.

# 9.5. Evaluation of Financing Option 'B' – Sale of City of Vincent Property Assets Plus General rates From 2022-2023 FY

REVENUE SOURCE	\$ p.a.	\$ Total 16 Years	\$ Total 30 Years	\$ Sale of Property Assets
1% General Rates increase #	\$320.000	\$5,516,000	\$ 11,131,000	
% General Rates increase #	\$640,000	\$ 11,045,000	\$22,262,000	
% General Rates increase #	\$960,000	\$16,568,000	\$33,394,000	
+ 1% annual inflation increase				
ale of Assets - Estimated Current Net Value				\$20,000,000
HIGH LEV	EL INDICATIVE F	FINANCIAL OUTCOME		1
Sale Proceeds of assets initially to crea annually could fund a number of cost scen Depending on cost scenarios, reserves co	narios.		1-1-1	al Rates from 2%
annually could fund a number of cost scel Depending on cost scenarios, reserves co NRUP:RUP 70:30 cost scenarios Sale Proceeds of assets initially to creat annually could fund a number of lower co	narios . buld be recovere te a reserve+ li st scenarios., supplementatio the scheme.	d over approximatel nterest On Reducing n by higher general	y 30 years. g Balance + Genera rates increase or s	I Rates from 2%
annually could fund a number of cost scele Depending on cost scenarios, reserves co WRUP:RUP 70:30 cost scenarios Sale Proceeds of assets initially to creat annually could fund a number of lower co The other NRUP:RUP scenarios require s property assets at various later points in t	narios . buld be recovere te a reserve+ li st scenarios., supplementatio the scheme.	d over approximatel nterest On Reducing n by higher general	y 30 years. g Balance + Genera rates increase or s	I Rates from 2%



# 9.6.

# Evaluation of Financing Option 'C' – General Rates Increase For All ratepayers from 2022-2023 FY

\$ Program Average Annual Cost	\$ Program Total Cost 16 Years	General Rates Increase %	\$ GR Increase over 16 years	\$ GR Increase +1% Inflation over 16 Years
\$2,015,717	\$32,251,466	6.25%	\$32,000,000	\$34,515,779
\$2,382,211	\$38,115,368	7.5%	\$38,400,000	\$41,418,878
+ 0 705 500	<b>.</b>	0.54	A 10500.000	<b>*</b> 10 0 11 001
\$ 2,725,599	\$43,609,590	8.5%	\$43520,000	\$46,941,391
\$ 3,221,163	\$51,538,607	10%	\$51,200,000	\$55,225,166
	Average Annual Cost \$2,015,717 \$2,382,211 \$ 2,725,599	Program Average Annual Cost         Program Total Cost 16 Years           \$2,015,717         \$32,251,466           \$2,382,211         \$38,115,368           \$2,725,599         \$43,609,590	Program Average Annual Cost         Program Total Cost 16 Years         Rates Increase           \$2,015,717         \$32,251,466         6.25%           \$2,382,211         \$38,115,368         7.5%           \$2,725,599         \$43,609,590         8.5%	Program Average Annual Cost         Program Total Cost 16 Years         Rates Increase %         GR Increase over 16 years           \$2,015,717         \$32,251,466         6.25%         \$32,000,000           \$2,382,211         \$38,115,368         7.5%         \$38,400,000           \$2,725,599         \$43,609,590         8.5%         \$43520,000

#### All NRUP" cost scenarios

General Rates Increases from 6.25% to 7.5% plus 1% inflation increase annually required to fund NRUP Program cost scenarios of Cost as Pilot plus up to 30% Cost increase and 3% annual inflation,

#### NRUP:RUP 70:30 cost scenarios

General Rates Increases from 8.5% to 10% plus 1% inflation increase annually required to fund NRUP:RUP 70:30
 Program cost scenarios of Estimated Base Cost plus up to 30& Cost increase and 3% annual inflation

Likely untenable rates increase over long durations required

Surplus receipts in early years need to balance deficits in later years

# 9.7. Evaluation of Financing Option 'D' – Service Charge With general rates – 70% Ratepayers Pay Up Front, remaining 30% Pay over 7 Years from 2022-2023 FY

PROGRAM COST SCENARIO	\$ Program Average Annual Cost	\$ Program Total Cost 16 Years	\$70% Upfront Payment by Ratepayers	\$ 30% Instalments over 7 Years @2% Interest	\$ Total Recovery over 22 Years
Cost Per Lot as NRUP Pilot +10% @3% Inflation	\$2,015,717	\$32,251,466	\$22,576,026	\$10,255,966	\$32,831,992
Cost Per Lot as NRUP Pilot +30% @3% Inflation	\$2,382,211	\$38,115,368	\$26,680,758	\$12,120,687	\$38,801,445
Cost Per Lot as NRUP:RUP 70:30 +10% @3% Inflation	\$2,477,818	\$39,645,082	\$27,751,558	\$12,607,136	\$40,358,694
Cost Per Lot as NRUP:RUP 70:30 +30% @3% Inflation	\$ 3,221,163	\$51,538,607	\$36,077,025	\$16,389,277	\$52,466,302
All NRUP" cost scenarios	HIGH LEV	EL INDICATIVE FINA	INCIAL OUTCOME		
<ul> <li>This approach can fully annual inflation with inst</li> </ul>					
<ul> <li>NRUP:RUP 70:30 cost scena</li> <li>This approach can fully increase and 3% annua</li> </ul>	arios fund scenarios u	ip to cost scenarios	of Estimated Base	e Cost plus up to	30% Cost
<ul> <li>General</li> <li>The approach will require cost investment and loa</li> <li>The approach also wor upfront payment optio outstanding and loan repayments, until surplice</li> </ul>	an repayments, u ks in all other so n with the varia or reserve requ	ntil surpluses kick cenarios where a lo bles being the an uired to fund sho	in from Year 17. ower or higher per nual repayment si	centage of ratepa um, interest earr	ayers choose the ned on balances
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investment and loan rep		m \$1.2 to \$6.1m	at high point to meet s	payers choose to pay upfront, hortfall between annual cost
9.8. Evaluatio		cing Option	'E' – Treasury L	oan Recovery by
Generali	iacos			
PROGRAM COST SCENARIO	\$ Program Average Annual Cost	\$ Program Total Cost 16 Years	\$ Repayments-Staged Treasury Loan Drawn over 16 Years @3% Interest	\$ Rates Increase % Required Over 16 Years (Incl. 1% Annual Inflation)
PROGRAM COST SCENARIO Cost Per Lot as NRUP Pilot +10% @3% Inflation	Average	Program Total	Repayments-Staged Treasury Loan Drawn over 16 Years	Required Over 16 Years (Incl. 1% Annual

# 9.9. Current Indicators – Financial Options To Focus On

Based on currently available information and assumptions, the above financial evaluations indicate that the financing options most likely to offer the best outcomes for ratepayers and the City of Vincent are:-

No.	Financing Option	Observations
1	Financing Option D - Service Charge With General Rates – a good % of Ratepayers pay up front, Remaining % Ratepayers Pay over 7 Years - From 2022-2023	<ul> <li>Popular approach applied by other Councils</li> <li>Maintains City of Vincent property assets and financial position for other imperatives</li> <li>Manageable with temporary smaller loan facilities</li> </ul>
2	Financing Option B - Sale of City of Vincent Property Assets + General Rates Increase From 2022-2023	<ul> <li>Depletes City of Vincent property asset values but demonstrates use of assets for ratepayers' benefit</li> <li>Consumes rates increases that may be required for other operational and strategic imperatives</li> </ul>

# 9.10. Need to update Financial Evaluations

As noted earlier, there will be changes to the current assumptions, requiring update of Financial Evaluations to guide any final decisions. These changes will be dependent on following factors, also identified earlier in the paper:-

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# 10. Solar and Battery Uptake by Households

The Council resolution of 23 March 2021 relating to review of underground power options asked for consideration of the current technological landscape and potential disruption caused by increasing battery use on the electricity network. The Following is a brief overview of the uptake of households in regard to Solar installations including battery capacity.

The current and future impact of increasing battery use on the electricity network is stabilising rather than being disruptive. Growing reliance on distributed battery storage to smooth and buffer spikes and variations in supply is likely to result in government incentives to remain connected to the grid and to impose barriers to off-grid projects in the metropolitan area. Irrespective of regulatory settings, off-grid systems are likely to remain unfeasible for most residential customers in Vincent due to the high cost of built-in redundancy and issues with back-up generation.

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# 10.1. Problems caused by solar

The rapid and growing uptake of residential solar without battery storage is causing instability in the Southwest Interconnected System (the electricity grid) due to the following combination of factors:

- The grid is designed to transport energy one way (from a central power station to end users) and struggles to handle simultaneous feed-in from many users at once;
- The intermittent nature of solar generation causes sudden spikes and drops in local voltage as all Photovoltaic (PV) systems in an area feed-in or drop out at the same time;
- The mismatch between solar generation (day) and peak domestic consumption (night) means large and sudden demand fluctuations across the grid, which are difficult to smooth using centralised generation.

# 10.2. Why the grid needs batteries

The State Government sees distributed battery storage systems (including individual residential batteries and community-scale battery banks) as a significant part of the solution. Such systems smooth the spikes caused by intermittent solar feed-in and buffer the rate at which back-up generators need to ramp up/down, thereby stabilising the grid.

As a result, the State Government has already started to indirectly incentivise installation of battery storage systems by limiting the size of PV systems that can be installed without batteries. In coming years, it is likely to follow the lead of other states and provide direct financial incentives for grid-connected household battery systems.

## 10.3. Why metropolitan households aren't going off-grid

Domestic-scale battery storage is becoming more affordable but going off-grid entirely is far from financially feasible for city households. The redundant storage capacity needed by an off-grid system would require each domestic property to have a community-scale battery bank and/or back-up generation capacity in the form of diesel generators.

As the State Government's Distributed Energy Resources Roadmap is implemented over coming years, the need for batteries in the system will continue to increase. It is foreseeable that additional barriers will be imposed to prevent households with batteries from going off-grid.

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# 10.4. The current solar landscape in Vincent

Based on data provided by the Clean Energy Regulator, as of 30 June 2021:

- Approximately 22.9% of Vincent dwellings have solar PV;
- 2,580 is the total number of solar PV systems in the City of Vincent;
- 2,424 systems are less than 10kW (individual residential systems);
- 156 systems are over 10kW in capacity (commercial or multi-dwelling systems);
- Similarly detailed statistics are not yet available for battery storage in Vincent;
- WA currently has a total of 2,377 household scale battery storage systems;
- 781 of these were installed in 2020 and 569 in 2021.

# 11. Conclusion

The City of Vincent has an opportunity to underground its overhead power network at lower costs and more affordable, compared to previous SUPP programs based on recent Western Power discussions with the introduction of NRUP and RUP programs.

At this stage, subject to final information from Western Power on program costs, financial modelling suggests that the best option for the City of Vincent is to levy a service charge with the option for ratepayers to pay up front or by instalments over a determined period.

Depending on the quantum paid up front the City may have to consider the sale of asset(s), increasing rates, or a loan to finance the annual shortfalls.

# **12. Report Recommendations**

# 12.1. Western Power Proposal

That the City of Vincent wait, but prepare, for Western Power to confirm the details of the new program approach and schemes (NRUP and RUP) proposed for areas within the City (expected this calendar year).

# 12.2. Undertake Further Evaluation

That the City once Western Power's detailed NRUP proposal is known undertake an evaluation of the impacts and implications to identify final appropriate options for Council.

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# 12.3. Undertake Appropriate Consultation

That the CEO survey the Council to understand the preferred options for payment by ratepayers.

# 12.4. Optimise Agreement and Implementation Program

That the City of Vincent consider utilising specialist services to engage with, agree optimal joint program deliverables, develop management and governance arrangements with Western Power to provide strong assurance for the City and the Council.



# Appendix A – Media Releases –

# 1 - New Funding Option for Underground Power

https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/02/New-funding-option-forundergrounding-power.aspx

New funding option for undergrounding power

Tuesday, 18 February 2020

- New funding option to increase undergrounding in WA
- Almost 4,000 customers to benefit from trial program
- Funding model capitalises on Western Power's significant capital works
   program

Energy Minister Bill Johnston is pleased to announce a trial of a new funding model that will allow more Western Australians to access the benefits of underground power.

Western Power's Network Renewal Underground Program Pilot will be tested in four suburbs where significant capital works projects have been planned to replace and upgrade sections of overhead network.

Local governments invited to participate in the pilot are the Town of Bassendean (Eden Hill), City of Stirling (Scarborough), City of Fremantle (Hilton) and the Town of Victoria Park with the City of Canning (St James).

Under the pilot model, local government authorities are being given the option to contribute additional funds to cover the difference between like-for-like pole replacement and the cost of converting the area to underground power.

Because the poles and wires in the pilot areas are old and due to be replaced, the cost to homes and businesses are expected to be lower than the State Government-led Underground Power Program and other local government-led programs for undergrounding.

Comments attributed to Energy Minister Bill Johnston:

"This is an opportunity for local governments to capitalise on the significant investment Western Power commits to rejuvenating and upgrading the network that supplies its customers' energy needs.

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"On top of the reliability and aesthetic benefits that underground power brings to the customer, the increased capacity also helps unlock the network to new technologies.

"This announcement is in line with the McGowan Government's Energy Transformation Strategy, which is committed to a secure, safe and reliable energy future."

Minister's office - 6552 6700

# 2 - Information to Property Owners

https://www.victoriapark.wa.gov.au/Your-property/House-and-garden/Undergroundpower/Network-Renewal-Undergrounding-Program-Pilot/NRUPP-Information-for-property-owners

Information for property owners

Earlier this year, the Minister for Energy announced the trial of a new funding model for undergrounding power. This enables Western Power to upgrade aging sections of the electricity grid from the overhead power lines to an underground network.

The St James NRUPP area covers St James, Bentley, and East Victoria Park.

This project will deliver significant aesthetic, environmental and economic benefits for both local governments and its ratepayers. The Town and the City are proud to be working with Western Power to deliver this project, which creates local jobs through the certainty of work for contractors, sub-contractors and suppliers associated with underground power projects.

For NRUPP, Western Power covers the cost of the network infrastructure costs in the public space, up to and including the pillar (verge green dome). A service charge will be levied through your rates notice to cover the costs to connect the consumer mains (from pillar to your house). The service charge will not apply to vacant land, as no consumer mains will be installed within vacant private land.

Properties with an existing underground consumer main will not be required to pay the service charge. Below are the typical property connection types, enabling you to identify which property type you fall under and if a service charge will be levied. There are three types of property connections - only a 'Type 1' will be charged the \$2,300 service charge, 'Type 2' and 'Type 3' have no service charge.

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Both Councils have negotiated with Western Power a deferral for the service charges for 12 months. This means that the NRUPP service charges will not be levied until the 2022-2023 financial year rates notice.

There will be two payment method options available for the St James NRUPP:

- 1. Payment in full as part of the 2022-2023 rates notice; or
- 2. Payment in annual instalments over a seven-year period, with applicable interest charges commencing as part of the 2022-2023 rates notices.

To enable property owners to pay their underground power service charges in annual instalments over a seven-year period (as per option 2), the Town's cost of borrowings (principal plus interest) will be applied at the applicable interest rate and on-charged in the owner's rates notice.

Eligible pensioners and seniors are entitled to rebates on underground electricity charges as determined by the State Government, as per the guidelines set out below:

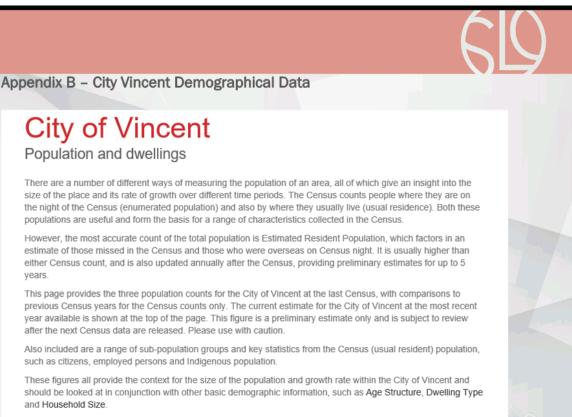
- 1. Holders of a Pensioner Concession Card, State Concession Card or a Commonwealth Seniors Health Card WITH a WA Seniors Card, will be entitled to receive either up to 50% rebate or full deferral on underground electricity charges; or
- 2. Holders of a WA Seniors Card, who do not hold a Commonwealth Seniors Health Card, will be entitled to receive a single \$100\* rebate on underground electricity charges for the first year only of the scheme.

\*The current rebate amount is currently \$100 but is at the discretion of the Department of Finance.

In the interim, further queries regarding the St James NRUPP can be directed to Mr Terry McCarthy at the Town on 9311 8111, or via email at admin@vicpark.wa.gov.au

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The data on this page are sourced from a variety of different tables and designed to give a range of population and dwelling numbers for the area.

# Population

City of Vincent - Total persons	2016				Change		
Population	Number	%	Greater Perth %	Number	%	Greater Perth %	2011 to 2016
Estimated Resident Population	35,674			33,857			+1,817
Enumerated Population	32,985			31,050			+1,935
Usual Resident Population	33,693			31,548			+2,145

Source: Australian Bureau of Statistics, <u>Census of Population and Housing</u> 2011 and 2016. Compiled and presented in profile.id by <u>id</u> (informed decisions).

Please refer to specific data notes for more information

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# Selected subpopulation categories

City of Vincent - Total people (Usual residence)		2016			2011		Change
Population group	Number	%	Greater Perth %	Number	%	Greater Perth %	2011 to 2016
Males	16,807	49.9	49.6	16,063	50.9	49.6	+744
Females	16,891	50.1	50.4	15,485	49.1	50.4	+1,406
Aboriginal and Torres Strait Islander population	237	0.7	1.6	177	0.6	1.6	+60
Australian citizens	25,555	75.8	78.3	23,997	76.1	80.0	+1,558
Eligible voters (citizens aged 18+)	20,765	61.6	59.1	19,717	62.5	60.6	+1,048
Population over 15	28,927	85.8	80.9	27,187	86.2	80.8	+1,740
Employed Population	18,787	93.9	91.9	17,951	96.0	95.2	+836
Overseas visitors (enumerated)	730			914			-184

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id (informed decisions).

Please refer to specific data notes for more information

# **Dwellings**

City of Vincent - Households (Enumerated)		2016			2011				
Dwellings	Number	%	Greater Perth %	Number	%	Greater Perth %	2011 to 2016		
Total dwellings	16,836	100.0	100.0	15,416	100.0	100.0	+1,420		
Occupied private dwellings	14,645	87.0	89.4	13,970	90.6	90.8	+675		
Population in non-private dwellings	1,069			1,018			+51		
Average household size (persons per dwelling)	2.18		2.55	2.19		2.55	-0.01		

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Enumerated). Compiled and presented in profile.id by .id (informed decisions).

Please refer to specific data notes for more information

\*Note that this is an estimate based on ERP at the SA1 level. It is subject to review after the next Census data release and may not match .id's population forecasts.

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# Appendix C – Underground Power Construction Activities

#### Types of underground power work on and around properties.

There are two types of work to take place on street and around property:

· Civil works - including trenching, drilling and equipment installation.

• Electrical works - including inspections, testing and final connection.

#### Surveying and equipment installation

The initial stage of work includes surveying, locating underground laid services and installing distribution equipment and streetlights. These works can be disruptive to street verges. Surveying, locating and marking underground laid services (water, sewage, gas, telecommunication) prior to starting trenching and drilling activities is required to minimize the risk of damaging and interrupting them.

#### Cable installation

Cables are installed under the street verge using directional horizontal drilling. Numerous excavations are necessary for equipment installation and cable work. Although care is taken at all times to minimize the impact of this work, disruptions to verges and front gardens may occur. All holes and exposed cables are temporarily barricaded, ensuring public safety.

#### The property

A trench may be required inside the property boundary to install the connection pillar that will <u>supply</u><u>property</u>. The green pillars are generally installed in the corner of every second property and in most cases, this will service two dwellings. A smaller trench may also be created in line with meter box as an entry point for the drill.

#### Connection

Electrician changes power supply to new underground power network. Customer receives a planned power interruption card a few days prior to connection providing a date and time. The power will be off for a few hours as the existing overhead cable is <u>removed</u> and the new underground cable is connected to the meter.

#### **Dismantling of Redundant Overhead Network**

Dismantling of redundant overhead powerlines and poles is not conducted on individual streets, bases but is performed when several areas are connected and energized to the new underground network. This infrastructure may be still providing electricity and is therefore required until all properties in the supplied area have been fully transferred to the underground network.

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# 12.2 SUSTAINABLE ENVIRONMENT STRATEGY 2019-2024 PROGRESS UPDATE

Attachments: 1. Metrics and Mapping - SES Progress Update 2020/21 😃 🔛

## **RECOMMENDATION:**

That Council NOTES:

- 1. the update on progress towards targets within Sustainable Environment Strategy 2019 2024;
- 2. that targets exceeded in 2019/20 were reviewed and amended where appropriate following referral to the City's Sustainability and Transport advice group in 2020/21;
- 3. that Administration intends to refer all targets met or exceeded in 2020/21 to the City's Sustainability and Transport Advisory Group in 2021/22 for review and advice relating to further amendments; and
- 4. that a renewable energy contract for the City's contestable electricity accounts is expected to commence in April 2022.

# PURPOSE OF REPORT:

The purpose of this report is to provide Council with an update on progress towards the targets adopted in Sustainable Environment Strategy 2019 – 2024 (SES).

## BACKGROUND:

At the Ordinary Meeting of Council held on 12 October 2021 Council received a progress update on the implementation of actions within the SES Implementation Plan. That update also highlighted the key achievements for 2020/21 in each of the five key opportunity areas of the SES. This report provides the metrics and maps showing progress towards SES targets.

## DETAILS:

The current SES was developed in 2018/19. At that time, 2017/18 was the most recent financial year for which complete datasets were available for the majority of opportunity areas. As a result 2017/18 is the baseline year against which most of the targets in the SES are set. The exceptions are tree canopy and community transport mode share, for which the most recent datasets were from 2014 and 2016 respectively.

The tables and graphs in **Attachment 1** detail the metrics that quantify progress towards all SES targets (including those relating to the community) and provide explanations for observed performance. Maps of street tree and eco-zone plantings are also provided in **Attachment 1**.

The table below highlights the key metrics across the SES opportunity areas for the City's facilities/operations. It shows that the City is on track to meet or exceed most of the related targets.

Key opportunity area	Metric	Baseline	Target	Progress to date
Greenhouse Gas Emissions	Net greenhouse gas emissions from operational energy, operational transport and municipal waste	8,383 tonnes CO <sub>2</sub> equivalent per year		6,668 tonnes CO <sub>2</sub> equivalent per year (On track to meet target)
Energy	Solar energy generation on City-owned buildings		589.8 Megawatt hours per year by 2024	477.35 Megawatt hours per year (On track to meet target)

Key opportunity area	Metric	Baseline	Target	Progress to date
	Total grid-supplied electricity used by the City's operations	6,401.80 Megawatt hours per year	5,761.62 Megawatt hours per year by 2024	5,061.95 Megawatt hours per year (Target exceeded)
Transport	Percentage of the City's passenger vehicle fleet with tailpipe emissions	97%	50% by 2024	89% (11% fully electric, 86% hybrid, 3% standard internal combustion engine) (On track to meet target)
Waste	Total waste to landfill	9,530 tonnes per year	0 tonnes per year by 2028	8,774 tonnes per year (On track to meet target)
Water	Total scheme water use by City-owned facilities	67,356 kilolitres per year	Maintain at or below 67,356 kilolitres per year	59,077 kilolitres per year (Target met)
	Groundwater use for irrigation		per hectare per	7,983 kilolitres per hectare per year (Not on track to meet target)
Urban Greening	Tree canopy cover on public land	21.5%	27.3% by 2023	24% (On track to meet target)
and biodiversity	Area of eco-zoning completed	49,549m <sup>2</sup>	69,549m² by 2023	71,293m <sup>2</sup> (Target exceeded)

The only operational area not on track in 2020/21 was groundwater use for irrigation and this can be attributed to two main factors:

- The baseline year (against which targets were set) experienced above average rainfall and required less irrigation than prior years. It was understood at the time of setting the groundwater target that it was ambitious, though necessary given declining ground water reserves plus expected reductions in water allocations; and
- 2) Major turf renovations to three active sporting reserves in the spring/summer of 2020/21 required significant supplementary watering.

2020/21 is the second year in a row that ground water use for irrigation has increased. Actions to address this to date include:

- Review of the irrigation requirements of the City's reserves completed in 2020/21;
- Identifying and implementing ways to optimise the City's centralised irrigation control system commenced in 2020/21 and ongoing; and
- Analysis of high water-use reserves to identify further water saving opportunities, including landscaping treatments and changes to hydro-zoning – completed in 2020/21, with implementation of treatments under way.

Irrigation efficiency can only partly address the water-related impacts/challenges created by climate change. The drying climate is accompanied by increasingly unpredictable weather events with heavier rainfall and growing pressure on the City's drainage systems. A holistic and integrated approach to the local water cycle is needed. To this end, in 2020/2021, Administration completed a review of strategies, policies and plans that impact the management of water in the City. The review identified gaps relating to water sensitive urban design and has made recommendations for addressing these as the relevant documents are updated.

There was a minor increase in total greenhouse gas emissions from 2019/20 to 2020/21 as detailed in **Attachment 1**. 2019/20 experienced a COVID-induced dip in emissions, which has been partly but not fully reversed in 2020/21.

The City remains on track to reach its net zero target by 2030, with introduction of FOGO and the commencement of a renewable energy contract for the City's contestable electricity accounts in 2021/22 expected to result in further significant emission reductions from 2022 onwards.

## CONSULTATION/ADVERTISING:

Nil.

# LEGAL/POLICY:

Nil.

# **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to consider the progress update on SES targets.

## STRATEGIC IMPLICATIONS:

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

## Enhanced Environment

We have improved resource efficiency and waste management. We have minimised our impact on the environment. Our urban forest/canopy is maintained and increased.

#### Accessible City

We have embraced emerging transport technologies.

#### Sensitive Design

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.

# 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 Sustainable Transport Water Use Reduction/Water Quality Improvement Waste Reduction Urban Greening and Biodiversity

# 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 Reduced injuries and a safer community Reduced exposure to environmental health risks

# FINANCIAL/BUDGET IMPLICATIONS:

Funding for SES implementation actions has been included in the City's 2020/21 budget and key SES projects/programs are reflected in the City's Corporate Business Plan. Longer term funding of SES implementation is included in the City's Long-Term Financial Plan.

# COMMENTS:

Since early 2020 the City has been an active participant in a renewable energy group purchase initiative led by the Western Australian Local Government Association (WALGA) on behalf of its members. The Energy Sustainability and Renewables Project, as it has been named, has culminated in the offer of a three year contract for the purchase of renewable electricity to be supplied by three Western Australian Wind farms. The contract is planned to commence in April 2022.

By purchasing 100% renewable electricity for its contestable sites under this contract, the City will reduce greenhouse gas emissions by 1,800 tonnes of  $CO_2$  equivalent per year (27% of total emissions reported for 2020/21).

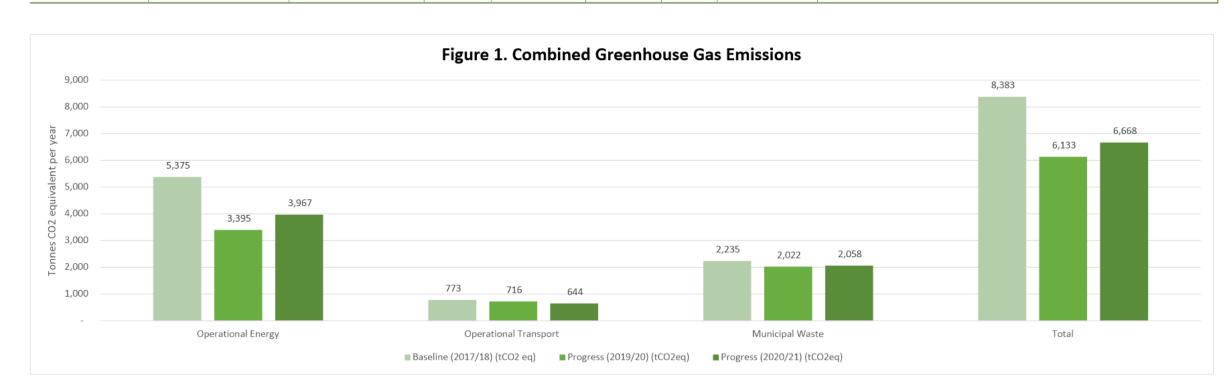
It is anticipated that a further ten year contract will be negotiated for the period 2025 to 2035. Street lighting is intended to be included in this second contract, reducing greenhouse gas emissions by a further 1,450 tonnes of  $CO_2$  equivalent (22% of total emissions reported for 2020/21).

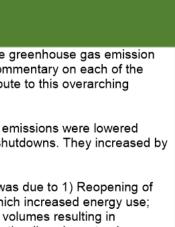
A mechanism has been identified and is currently being tested to enable sites that are currently considered non-contestable to be included in the contract. Non-contestable sites currently account for only 8% of the City's reported greenhouse gas emissions, but their inclusion in the renewable energy contract would see the City operating on 100% renewable electricity by 2025.

Purchasing renewable energy to supplement on-site generation at City-owned facilities will play a significant part in achieving the City's net zero greenhouse gas emissions target by 2030.

Greenhouse gas emissions	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Commentary
City operations plus landfill	Net greenhouse gas emissions from operational energy, operational transport and municipal waste	Tonnes of CO <sub>2</sub> equivalent per year	8,383	6,668	0	2030	On track to achieve target	Refer to <b>figure 1</b> , below for progressive g tracking and to <b>tables 2</b> , <b>3</b> and <b>4</b> for comm three key opportunity areas that contribute metric. In 2019/20 energy use and associated em significantly by COVID-related facility shut 8% in 2020/21 compared to 2019/20. The increase in emissions in 2020/21 was facilities after lock-down in 2019/20, which and 2) Increased total waste collection vo increased waste sent to landfill, despite the increasing from 46.5% to 47%.

# Table 1. Greenhouse gas emissions from operational energy use, operational transport and municipal waste





e the diversion rate also

Energy	Metric	Unit of measure	Baseline	2020/2021 Progress update	Target	Target year	Status tracking	Commentary
	Total grid-supplied electricity	Megawatt hours per year	6,401.80	5,061.95	5,761.62	2024	Target exceeded	Despite consumption 2019/20, the 2024 fin 2020/21. This is energy efficiency pre- energy management Short-term shut-do of facilities in 2020/
City Operations	Total natural gas	Gigajoules per year	10,327.73	3,065.57	2,065.55	2024	On track to achieve target	Natural gas consum 2019/20 was incom from 2,750.35GJ to reduction compared An increase of 1% reported for 2020/2 (totalling 24.13GJ). as facilities returned related shut-downs
	Solar PV installed on City- owned buildings	Kilowatts	37.50	302	400.00	2024	On track to achieve target	As reflected in <b>figu</b> solar PV system ins number of sites def
	Solar energy generation on City- owned buildings	Megawatt hours per year	58.7	477.35	589.80	2024	On track to achieve target	If solar installations 2023 proceed, the 3
	Greenhouse gas emissions from electricity and gas used by the City's operations	Tonnes of CO <sub>2</sub> equivalent per year	5,374.85	3,966.69	4,434.25	2024	Target exceeded	As natural gas use electricity, the incre to 2020/21 is prima use resulting from r return to normal op impacts.
Community	Average grid-supplied household electricity use	Kilowatt hours per day	13.26	13.53	11.93	2024	Not on track	It is unclear why av use increased in 20 2019/20. It may be number of people p the current housing consumer confiden restraint with energ cold autumn/winter energy demand con year of 2019/20. Ho 2021, when availab

# Table 2. Energy and associated greenhouse gas emissions

otion being higher than in 4 target has still been exceeded is in large part due to ongoing projects and improvements to ment.

downs of some facilities or parts 20/21 have also played a part.

umption data reported in omplete and was later updated to 3,041.44GJ (still a significant red to baseline).

% in consumption has been 1/21 compared to 2019/20 J). This increase was expected hed to full use following COVIDns in 2019/20. \*

**gure 2** below, there was one installed in 2020/21, with a leferred to future years.

ns currently planned for 2021e 2024 target will be exceeded.

se is minimal compared to crease in emission from 2019/20 narily due to increased electricity n reopening of facilities and operations following COVID-19

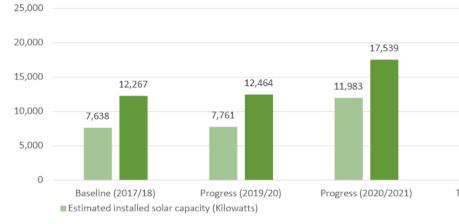
average household electricity 2020/21 after decreasing in be reflective of 1) Increased e per household resulting from ng shortage; 2) Increasing ence in 2020/21 leading to less orgy use; and/or 3) A relatively er in 2021, increasing heating compared to the record warm Household data from Census able will help to clarify the above.

Energy	Metric	Unit of measure	Baseline	2020/2021 Progress update	Target	Target year	Status tracking	Commentary
	Percentage of free-standing and semi-attached dwellings with solar PV systems	Percentage	<del>16.9%</del>	-	<del>25.0%</del>	2024	-	Due to changes in provided to the City separate free-stand dwellings from mul
	Percentage of all dwellings with solar PV systems Percentage of residential electricity accounts with embedded solar PV systems	Percentage	10.5%	13.0%	15.0%	2024	On track	the uptake of solar reported as a perce with embedded sol Synergy).
	Estimated installed solar capacity	Kilowatts	7,638.00	11,983	12,355	2024	On track	Estimated solar of as 13,306kW in 2
	Estimated electricity displaced from the grid by Vincent households using solar PV	Megawatt hours per year	12,266.60	17,539	19,842.40	2024	On track	that the community exceeded.
	Greenhouse gas emissions avoided	Tonnes of CO2 equivalent per year	9,200.00	13,154	14,882	2024	On track	The correct installe has been corrected shows community s 2024 target. <b>Figure 4</b> shows the greenhouse gas en solar PV alongside solar PV on City-ov

Note: at the time of writing the City is awaiting confirmation of data completeness from the utility monitoring provider. It is possible that gas consumption data for 2020/21 may be further updated at a later date.



# Figure 3. Community - Solar Capacity and Generation



Estimated electricity displaced from the grid by Vincent households using solar PV (Megawatt hours per year)

■ Solar energy generation on City-owned buildings (Megawatt hours per year)

n the way that this data is ity, it is no longer possible to nding and semi-attached ultiple dwellings. Going forward, ar by the community will be centage of residential accounts olar PV systems (as provided by

apacity was mistakenly reported 2019/20, which made it appear ity solar target had been

lled capacity was 7,761kW. This ed in Figure 3 below, which solar is on track to meet the

he progressive increase in emissions avoided by community le to the emission impacts of owned facilities.



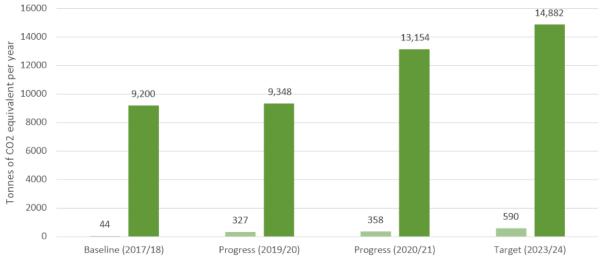


Figure 4. Greenhouse Gas Emissions avoided via Solar PV

Greenhouse gas emissions avoided by solar on City facilities Greenhouse gas emissions avoided by solar in the community

# Table 3. Transport and associated greenhouse gas emissions

Transport	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Commen
City Operations	Percentage of the City's passenger vehicle fleet with tailpipe emissions	Percentage	97%	89%	50%	2024	On Track	At baselin fleet had By 2020/2 of the flee electric. F emissions compared
	Percentage of Vincent residents who use active or public transport to commute	Percentage	33%	not available for 2019/20	твс	твс	n/a	Update o release o
Community	Percentage ownership of zero emission vehicles by the community	Percentage	0.065%	0.25%	1.00%	2024	On Track	The total registered tripled fro 2020/21. expected available

4

# entary

line, 97% of the City's passenger d traditional combustion engines. D/21 this reduced to 3%, with 86% eet now hybrid and 11% fully . Passenger fleet tailpipe ons have reduced by 49% red to baseline.

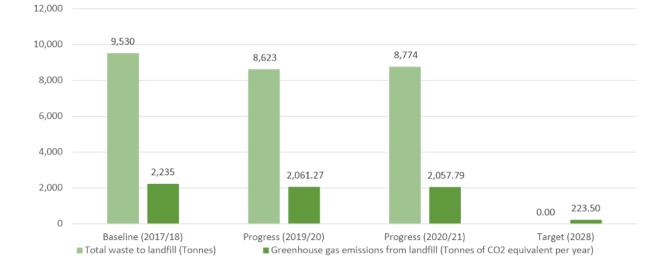
of mode share is pending the of data from Census 2021.

al number of electric vehicles ed in Vincent has more than rom 61 in 2019/20 to 207 in 1. This rate of increase is ed to continue based on the le advice.

Waste	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Commer
Operational & Community (Municipal)	Total waste to landfill	Tonnes	9,530	8,774	0.00	2028		Progress introducti 2020/21) diversion
				2,057.79	223.50	2028	On track	from 46.5 2020/21.
	Greenhouse gas emissions associated with the breakdown of organic waste	Tonnes of CO <sub>2</sub> equivalent per year	2,235.00					The total landfill in waste co an effect
								Figure 5 tonnage a gas emis baseline

# Table 4. Waste and associated greenhouse gas emissions

\*This figure assumes that all organic waste will be composted using aerobic processes, resulting in a 90% reduction in greenhouse gas emissions.



# Figure 5. Waste to Landfill and Associated Greenhouse Gas Emissions

# nentary

ess was delayed by the deferred action of FOGO (from 2019/20 to 21). Despite this, the waste on rate from landfill increased 6.5% in 2019/20 to 47% in 21.

tal volume of waste sent to increased by only 2%, while total collected increased by 3% - likely act of population growth.

e 5 below shows how waste ge and associated greenhouse nissions are tracking from ne to target.

6

# Table 5. Water

Water	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Comme
City Operations	Total scheme water use by City-owned facilities	Kilolitres per year	67,356.00	59,077.00	67,356.00	Maintain at or below baseline	On track	Facilities 15% sch increasin populatic countera It is likely in 2020/2 ongoing number of cancelled year due lock-dow
	Groundwater use (average across all irrigated areas)	Kilolitres per hectare per year	7,357.00	7,983.54	6,989.15	2024	4 Not on track	Large sc pitches a spring/su its groun Despite 2 rainfall, t dry, with This will higher.
Community	Community scheme water use	Kilolitres per person per year	96.86	85.42	90.00	2024	Target exceeded	Commun significar follow rai (second commun 103.76kL (above a dropped that popu exceede calculatio be confir becomes

# entary

es undergoing upgrades target a cheme water use reduction, but sing use commensurate with tion growth is expected to pract savings overall.

ely that the low water consumption D/21 was at least in part due to g impacts from COVID-19, with a er of events and gatherings led in the first half of the financial ue to ongoing restrictions and snap powns.

scale turf renovations to cricket s at three reserves during 'summer led to the City exceeding undwater allocation in 2020/21. e 2021 having higher than average , the spring of 2020 was still very th above average temperatures. ill have driven groundwater use

unity scheme water use fluctuates cantly year-on-year and appears to rainfall patterns. In 2019/20 unity scheme water use averaged SkL per person per year. In 2020/21 e average rainfall year) it has ed significantly. It is also possible opulation growth in 2020/21 has ded the estimate used for this ation for per-person water use – to firmed when Census 2021 tes available.

Water	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Commen
	Domestic groundwater use	Kilolitres per year	715,000	715,000	594,279.00	2024	Not on track (if estimates provided are correct)	Domestic because of metered. household subset of set in the Corporatio Updated e Corporatio should ha which is re estimated same as f

# Metrics: progress towards Sustainable Environment Strategy 2019 – 2024 targets as at 30 June 2021

# Table 6. Urban Greening and Biodiversity

Urban Greening and Biodiversity	Metric	Unit of measure	it of measure Baseline P u		Target	Target year	Status tracking	Commen
	Tree canopy cover on public land	Percentage	21.5%	24.0%	<del>23.33%</del> 27.3%	2023	On track	The City's plantings since the adopted i
	Number of street trees	Trees	13,000.00	14,811	<del>13,500</del> 14,900	2023	On track	for tree ca number c was exce
City Operations	Length of greenways established within the City	Kilometres	25.00	25.94	26.50	2023	On track	revision c Urban ca currently available latest ava remains t
	Area of eco-zoning completed	Square metres	49,549	71,293	69,549	2023	Target exceeded	211 addit in 2020/2 <b>figure 6</b> outside o prioritised shade an establishe unchange for the 20 4,715 squ complete below for

# entary

tic ground water is estimated e garden bores are not licensed or d. Estimates are based on old water use surveys and a of metered samples. The baseline he SES was based on Water ation advice received in 2018/19. d estimates received from Water ation in 2020 indicate that this have been closer to 715,000, s reflected in this table. The ed use for 2020/21 remains the s for the baseline year.

# entary

y's street tree and eco-zone gs have been ahead of schedule ne City's Greening Plan was first d in 2014. As a result, the targets canopy on public land and for the r of street trees planted by 2023 ceeded in 2019/20. This led to the n of targets as shown at left.

canopy mapping data for 2020 is ly being processed and will be le in late 2021/early 2022\*. The wailable canopy data shown at left s the same as for 2019/20.

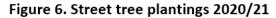
ditional\*\* street trees were planted /21 in the locations shown in 5 below. These were all planted of designated greenways – ed for locations in greater need of and amenity. The length of shed greenways therefore remains ged from 2019/20 but still on track 2023 target.

quare meters of eco-zoning was ted in 2020/21 – refer to **figure 7** or details.

Urban Greening and Biodiversity	Metric	Unit of measure	Baseline	2020/21 Progress update	Target	Target year	Status tracking	Comment
Community	Tree canopy cover on private land	Percentage	6.8%	9.0%	7.5%	2023	Target exceeded	As explain mapping for data for pr This will be progress u amendme The canop the same a

# Metrics: progress towards Sustainable Environment Strategy 2019 – 2024 targets as at 30 June 2021

\* Via the Department of Planning, Lands and Heritage Urban Forest Dashboard \*\*320 street trees were planted in total, including replacements for trees that had been lost.



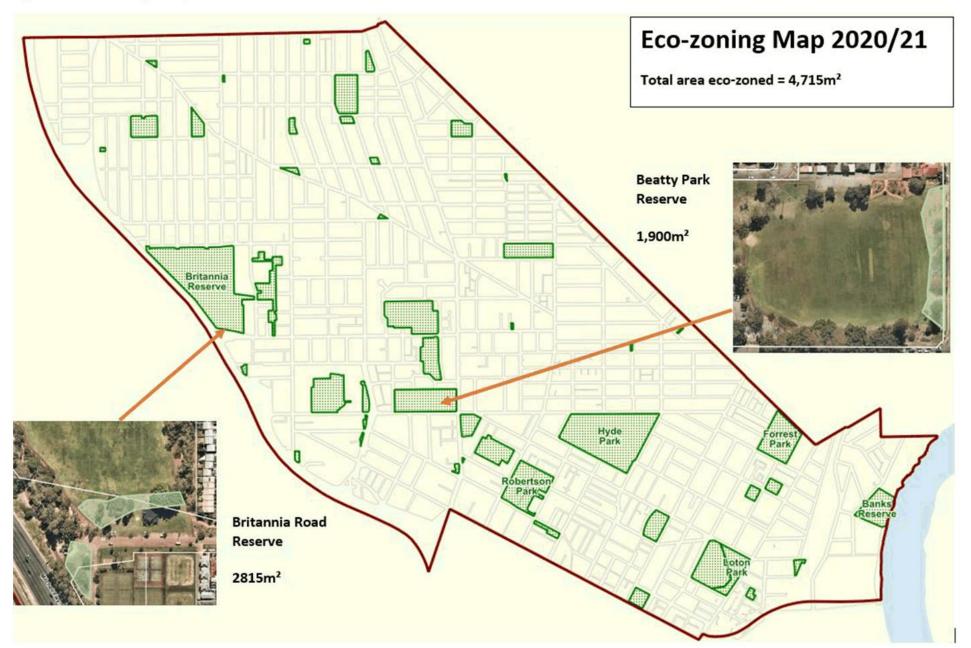


# ntary

ained in relation to tree canopy for public land above, current private land is not yet available. be provided in next year's SES update and will inform any ent to the target in the next year. nopy data shown at left remains e as for 2019/20.

# Metrics: progress towards Sustainable Environment Strategy 2019 – 2024 targets as at 30 June 2021

Figure 7. Eco-zoning 2020/21



# 12.3 COUNCIL BRIEFING AND ORDINARY MEETING OF COUNCIL DATES FOR 2022

Attachments: 1. City of Vincent Meeting Cycle Calendar - 2022 😃 🛣

#### **RECOMMENDATION:**

That Council:

1. ADOPTS the 2022 monthly cycle of Council Briefings and Ordinary Meetings of Council, each commencing at 6pm and held at the City of Vincent Council Chambers, 244 Vincent Street, Leederville, as listed below and shown in the calendar at Attachment 1; and

Council Briefing	Ordinary Meeting of Council
1 February	8 February
1 March	8 March
29 March	5 April
10 May	17 May
14 June	21 June
19 July	26 July
16 August	23 August
13 September	20 September
11 October	18 October
8 November	15 November
6 December	13 December

2. PROVIDES local public notice of the Council Briefing and Ordinary Meeting of Council dates, time and place, as listed in Recommendation 1. above.

# **PURPOSE OF REPORT:**

To approve the dates for Council Briefings and Ordinary Meetings of Council for 2022.

# BACKGROUND:

The Local Government Act 1995 (Act) requires that Council meet at least once every three months. Regulation 12 of the Local Government (Administration) Regulations 1996 provides that the CEO must publish on the local government's website the meeting details for Ordinary Council meetings before the beginning of the year in which the meetings are to be held. Consequently, Council must determine its Ordinary Council Meeting dates and times for the next twelve months.

### DETAILS:

The updated Council Briefing and Ordinary Meeting of Council dates are below and in the calendar at **Attachment 1**.

Council Briefing	Ordinary Meeting of Council
1 February	8 February
1 March	8 March
29 March	5 April
10 May	17 May
14 June	21 June
19 July	26 July
16 August	23 August
13 September	20 September
11 October	18 October
8 November	15 November
6 December	13 December

The City's Governance Framework 2020 provides for a monthly meeting cycle comprising a Council Briefing on the second Tuesday of the month followed by a Council Meeting on the third Tuesday. The Governance Framework also allows for the Council Briefings and Council Meetings to be adjusted to avoid being held during school holidays. It also notes the bringing forward of the February meeting cycle to minimises the gap between the last meeting in 2021 and the first meeting in 2022.

To accommodate the decision making cycle around the fall of school holidays in 2022 and to ensure an appropriate interval between Council Meetings the following changes are proposed:

- February Council Meeting scheduled for the second Tuesday.
- March Council Meeting scheduled for the second Tuesday.
- April Council Meeting Scheduled for the first Tuesday.
- July Council meeting scheduled for the fourth Tuesday.
- August Council Meeting scheduled for the fourth Tuesday.
- December Council Meeting scheduled for the second Tuesday.

All meetings are held at the City of Vincent Council Chambers and are scheduled to commence at 6:00pm.

The determination of Council meeting dates provides the foundation for the City to schedule all other Council and organisational requirements around the calendar, including general council workshops and special budget workshops.

The Administration is also able to schedule the timeframes to ensure that appropriate advice is provided to Council so that an informed decision can be made.

Tuesdays which are not allocated for an Ordinary Meeting of Council, Briefing or Workshop will be reserved for Council professional development with a program to be settled in consultation with Council members.

The annual financial statements and receipt of the Auditor's Report is an essential component of the Annual Report. In accordance with section 5.27 of the Local Government Act 1995 the Annual General Meeting of Electors must be held within 56 days of Council's acceptance of the Annual Report.

While it is scheduled that the Annual Report will be presented to the Ordinary Meeting of Council on 14 December 2021, this will be entirely dependent on the receipt of the Audit Report.

Subject to the above, the Annual General Meeting of Electors is tentatively scheduled to be held on 2 February 2022 to commence at 6:00pm.

### CONSULTATION/ADVERTISING:

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996,* the Council Briefing and Ordinary Meeting of Council dates will be published in both local newspapers, on the City's website and on the City's notice boards.

### LEGAL/POLICY:

Section 5.3 of the Act states:

"Ordinary and Special Council meetings:

- (1) A Council is to hold ordinary meetings and may hold special meetings;
- (2) Ordinary meetings are to be held not more than three months apart; and
- (3) If a Council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure."

Regulation 12 of the Local Government (Administration) Regulations 1996 states:

- "(1) In this regulation **meeting details**, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —

- (a) ordinary council meetings;
- (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

The Meeting Procedures Local Law 2008 and Council Meeting Procedures Policy provides guidance on the publication of agendas.

# **RISK MANAGEMENT IMPLICATIONS:**

Low: The proposed monthly cycle will provide consistency in the sequencing of briefings and meetings and will increase transparency by ensuring financial statements are included in the Council Briefing Agenda.

# STRATEGIC IMPLICATIONS:

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

#### Innovative and Accountable

We are open and accountable to an engaged community.

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

# SUSTAINABILITY IMPLICATIONS:

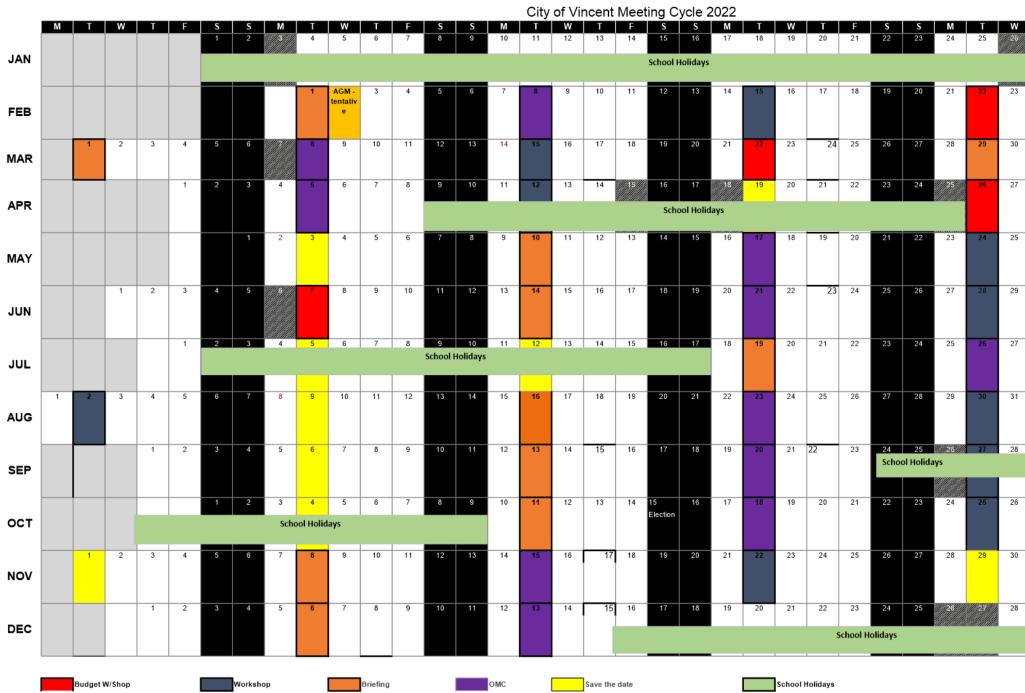
This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

# PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

# FINANCIAL/BUDGET IMPLICATIONS:

Nil.



	T		S	S	М	T
	27	28	29	30	31	
tasti	24	25	26	27	28	
	31					
_	28	29	30			
	26	27	28	29	30	31
	30					
	28	29	30	31		
	29	30				
	27	28	29	30	31	
	29	30	31			
	_					

#### 12.4 APPOINTMENT OF COUNCIL MEMBERS TO CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL

Attachments: 1. Model Standard for CEO Recruitment Performance and Termination U

# **RECOMMENDATION:**

That Council APPOINTS the following Council Members to the Chief Executive Officer (CEO Performance Review Panel for the term 19 October 2021 to the next ordinary local government election, 21 October 2023:

- 1. Mayor Emma Cole Chairperson
- 2. Cr\_\_\_\_;
- 3. Cr \_\_\_\_\_; and
- 4. Cr \_\_\_\_\_.

# PURPOSE OF REPORT:

To appoint Council Members to the CEO Performance Review Panel.

# BACKGROUND:

The City's Policy No. 4.2.16 – <u>CEO Annual Performance Review</u> sets out the annual performance and remuneration review process for the City's Chief Executive Officer (CEO). In accordance with this policy Council shall establish a CEO Performance Review Panel (Panel) which comprises of the Mayor, as the Chairperson, and up to three other Council Members. The membership term is two years, expiring at the next ordinary local government election.

### DETAILS:

The City's current Panel members were appointed by Council at the 12 November 2019 meeting for a term expiring at the 16 October 2021 local government ordinary election. The members were Mayor Emma Cole (Chairperson), Cr Gontaszewski, Cr Castle and Cr Fotakis.

# CONSULTATION/ADVERTISING:

Nil.

## LEGAL/POLICY:

Clause 1 of Policy No: 4.2.16 – CEO Annual Performance Review states that:

- "1.1 The Council shall establish a CEO Performance Review Panel (the Panel) to have carriage and oversight of the Annual Review Process.
- 1.2 The Panel shall be appointed by resolution of Council for a two year term ending on the date of the next ordinary local government election.
- 1.3 The Panel shall comprise up to four members, including the Mayor as Chairperson and at least two other Council Members.
- 1.4 The primary functions of the Panel are to:
  - (a) Subject to clause 2.4, determine the scope of work to engage a consultant to assist with the conduct of the review process;
  - (b) Review quotations received from consultants to assist with the conduct of the review process;

- (c) Provide a recommendation to Council on the appointment of a suitable consultant to assist with the conduct of the review process;
- (d) Manage the consultant appointed by Council;
- (e) Review the results of the performance review process and remuneration review and provide a recommendation to Council on the same; and
- (f) Discuss possible KPIs and measurements with the CEO for reporting to Council arising from the performance review process."

Section 5.39B *Adoption of model standards* requires a local government to prepare and adopt (by absolute majority) standards to be observed by the local government for CEO recruitment, performance and termination. These standards must incorporate the standards prescribed in regulation. Council adopted CEO Standards (Attachment 1) at its 23 March 2021 meeting.

# **RISK MANAGEMENT IMPLICATIONS:**

Low: Appointment of Council Members to the Panel will ensure the CEO's annual review process is conducted in accordance with Policy No. 4.2.16.

# STRATEGIC IMPLICATIONS:

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

### Innovative and Accountable

We are open and accountable to an engaged community.

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

# SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

# PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any priority health outcomes of the City's Public Health Plan 2020-2025.

# FINANCIAL/BUDGET IMPLICATIONS:

Nil.

# MODEL STANDARD FOR CEO RECRUITMENT, PERFORMANCE AND TERMINATION



# **Division 1 - Preliminary provisions**

#### 1. Citation

These are the City of Vincent's Standards for CEO Recruitment, Performance and Termination.

#### 2. Terms used

In these standards ----(1)

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the City of Vincent;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

# Division 2 — Standards for recruitment of CEOs

#### 3. **Overview of Division**

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

#### 4. **Application of Division**

- Except as provided in subclause (2), this Division applies to any recruitment and (1)selection process carried out by the local government for the employment of a person in the position of CEO.
- (2)

- (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
- (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

#### 5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out
  - (a) the duties and responsibilities of the position; and
  - (b) the selection criteria for the position determined in accordance with subclause (1).

#### 6. Advertising requirements

- If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

#### 7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the Local Government (Administration) Regulations 1996 regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address
  - (i) email a copy of the job description form to an email address provided by the person; or
  - (ii) mail a copy of the job description form to a postal address provided by the person.

### 8. Establishment of selection panel for employment of CEO

(1) In this clause —

independent person means a person other than any of the following --

- (a) a council member;
- (b) an employee of the local government;
- (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

- (3) The selection panel must comprise
  - (a) council members (the number of which must be determined by the local government); and
  - (b) at least 1 independent person.

#### 9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government
  - (a) a summary of the selection panel's assessment of each applicant; and
  - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
  - that a new recruitment and selection process for the position be carried out in accordance with these standards; and
  - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) -
  - (a) in an impartial and transparent manner; and
  - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
  - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
  - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
  - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

#### 10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria
  - (a) clause 5 does not apply to the new recruitment and selection process; and

(b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

# 11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

#### 12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

#### 13. Recruitment to be undertaken on expiry of certain CEO contracts

(1) In this clause —

*commencement day* means the day on which the Local Government (Administration) Amendment Regulations 2021 regulation 6 comes into operation.

- (2) This clause applies if
  - (a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO
    - the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
    - a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day; and
  - (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

### 14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is

not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

#### **Division 3 — Standards for review of performance of CEOs**

# 15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

# 16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on
  - (a) the process by which the CEO's performance will be reviewed; and
  - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

# 17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must
  - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
  - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

# 18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

# 19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of -

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO how the local government proposes to address and manage those issues.

# **Division 4**— Standards for termination of employment of CEOs

#### 20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

# 21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including
  - informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
  - (b) notifying the CEO of any allegations against the CEO; and
  - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
  - (d) genuinely considering any response given by the CEO in response to the allegations.

# 22. Additional principles applying to termination for performance related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has
  - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and
  - (b) informed the CEO of the performance issues; and
  - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
  - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12 month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

# 23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

# 24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

## 12.5 APPOINTMENT OF COUNCIL MEMBERS TO THE METRO WEST JOINT DEVELOPMENT ASSESSMENT PANEL

Attachments: 1. Development Assessment Panel Request for Nominations <u>U</u>

#### **RECOMMENDATION:**

That Council APPOINTS the following Council Members to represent the City of Vincent on the Metro West Joint Development Assessment Panel (JDAP) for the period 27 January 2022 – 26 January 2024:

Ме	mber:		Alternate Members:
1.	Cr;	1.	Cr;
2.	Cr	2.	Cr

# PURPOSE OF REPORT:

To appoint Council Members to the Metro West Joint Development Assessment Panel for the period 27 January 2022 – 26 January 2024.

# BACKGROUND:

Local governments may appoint up to four Council Members to represent their local government on the relevant Development Assessment Panel. The City is part of the Metro West Joint Development Assessment Panel (JDAP).

The City received a letter from the Department of Planning, Lands and Heritage (**Attachment 1**) requesting that Council nominate new JDAP members for the period 27 January 2022 to 26 January 2024.

# DETAILS:

The Council may appoint two members and two alternative members to the JDAP. The key details of the JDAP are as follows:

Meeting Occurrence:	When required					
Date of Meeting:	When suitable					
Time of Meeting:	When suitable, usually commencing at 9.30am with a duration of 30 minutes to 2 hours					
Location of Meeting:	City of Vincent Administration and Civic Centre; or Department of Planning, Lands and Heritage; or Other Metro West Local Government					
No. of Meetings in 2021:	6 meetings to date (10 meetings in 2020)					
Responsible Liaison Officer:	Executive Director Strategy and Development	utive Director Strategy and Development				
Purpose of DAP:	Determining development applications where the likely cost of the development exceeds a specified dollar value. For any proposal between \$2 million to \$10 million the applicant may elect for the application to be determined by the JDAP and anything over \$10 million in value would be a mandatory JDAP application					
Fees for DAP Members:	<ol> <li>Fee for presiding member per meeting to determine development applications</li> </ol>	\$500				
	<ol> <li>Fee for any other member per meeting to determine development applications</li> </ol>	\$400				
	3 Fee per meeting for presiding member to determine	\$100				
	<ol> <li>Fee per meeting for any other member to determine applications to amend or cancel determination</li> </ol>	\$50				

	5. Fee for presiding member attending proceeding in State Administrative Tribunal	\$500
	<ol> <li>Fee for any other member attending proceeding in State Administrative Tribunal</li> </ol>	\$400
		\$400
	<ul> <li>Please note that eligibility for payment of DAPs sitting fees is guid by the Premier's Circular 2010-02.</li> </ul>	ded
Other Membership:	<ul> <li>Three (3) members with specialist knowledge in the areas of town planning, architecture, or other related disciplines.</li> <li>Executive Director, Strategy &amp; Development</li> <li>Manager Development and Design</li> <li>Other City Officers <i>(as required)</i></li> </ul>	n
Current Elected Members 1. Cr Dan Loden	Alternate Members 1. Cr Susan Gontaszewski	

- 2. Cr Joshua Topelberg
  - berg 2. Cr Ashley Wallace

More detailed information about Development Assessment Panels and the <u>Metro West JDAP</u> can be found on the website of the Department of Planning, Lands and Heritage.

Appointments are subject to the approval by the Minister for Planning.

The JDAP Secretariat has advised that training for new members will not be arranged until all nominations from Local Governments have been received and Ministerial approval / appointment has been made.

# CONSULTATION/ADVERTISING:

Nil.

### LEGAL/POLICY:

Council Policy 4.2.14 Local Government Elections provides that -

Election to Statutory Authorities, Committees, Advisory and Working Groups

(a) The Chief Executive Officer shall prepare a report for consideration of the Council at the first Ordinary Meeting of the Council to enable Council Members to be nominated and elected to a Committee of Council (in accordance with s.5.10 (2) of the Local Government Act 1995) as well as to be nominated and elected as delegates to Advisory and Working Groups and various organisations.

Part 11A of the Planning and Development Act 2005.

Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011.

# **RISK MANAGEMENT IMPLICATIONS:**

Low: The timely appointment of the City of Vincent representatives to the JDAP will enable the representatives to participate in decision-making that may impact the City.

# 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:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

# PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

# FINANCIAL/BUDGET IMPLICATIONS:

There are no budget implications for the City in appointing members to the JDAP, as the fees are paid by JDAP.



Government of Western Australia Development Assessment Panels

> Our Ref: DP/12/00609 Enquiries: DAP Secretariat Telephone: 6551 9919

Dear Local Government CEO,

#### **DEVELOPMENT ASSESSMENT PANELS – LOCAL GOVERNMENT NOMINATIONS**

Following the upcoming local government elections to be held on 16 October 2021, there may be a change in your local government DAP membership if the composition of your council changes. All existing local government DAP members are currently appointed for a term ending 26 January 2022. Prior to this expiry date, your local government will need to nominate four (4) DAP members for appointment by the Minister for Planning.

Representation of local interests is a key aspect of the DAPs system. Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011* your local council is requested to nominate, as soon as possible following the elections, four elected council members to sit as DAP members for your local government. Using the attached form, nominations should be submitted via email to the DAPs Secretariat at <u>daps@dplh.wa.gov.au</u>.

All local government councils are requested to provide nominations for local government DAP members by Friday 19 November 2021, to ensure local interests are represented in future DAP determinations. If you are unable to provide nominations by the above date, please contact the DAPs Secretariat to discuss alternative arrangements and implications. Once nominations are received, the Minister will appoint local government DAP members for the term ending 26 January 2024.

The McGowan Government launched OnBoardWA as part of its commitment to increase the diversity and backgrounds of Government board and committees along with the total number of women appointed.

I encourage you to consider diversity of representation when putting forward your local government nominations in supporting this important election commitment. Further information about OnBoardWA can be found at <a href="http://www.onboardwa.jobs.wa.gov.au">http://www.onboardwa.jobs.wa.gov.au</a>.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000 Tel: (08) 6551 8002 info@dplh.wa.gov.au www.dplh.wa.gov.au ABN 68 565 723 484 wa.gov.au The WA Government is committed to continue implementing the Action Plan for Planning Reform to ensure the planning system continues to deliver great outcomes and great places for Western Australians. Changes to the DAP system, identified as part of the reform initiatives, aims to provide a more robust DAP process that promotes consistency and transparency in decision-making. Please note that the local government membership configuration on the DAP will not be affected by the reform initiatives.

If you have any queries regarding this request for nominations, please contact the DAPs secretariat on (08) 6551 9919 or email <u>daps@dplh.wa.gov.au</u>. Further information is available online at <u>https://www.dplh.wa.gov.au/daps</u>.

Yours sincerely

Oper.

Jodi Cant Director General

16 September 2021



Payment

Government of **Western Australia** Development Assessment Panels

#### DEVELOPMENT ASSESSMENT PANELS LOCAL GOVERNMENT MEMBER NOMINATION

Please complete the form and submit to <u>daps@dplh.wa.gov.au</u>.

Local Government									
DAP Name									
			Men	nber 1				Ν	lember 2
Name									
Address									
Phone									
Email									
Date of Birth									
Sex									
*Employer Name/s									
*Position/s									
*Employment Status	Ful	l Time		art Time/Ca becify hour	asual - rs per week		Full Time		Part Time/Casual - Specify hours per week
*Eligibility for Payment	Yes	6		D C			Yes	Г	No

	Alternate Member 1	Alternate Member 2
Name		
Address		
Phone		
Email		
Date of Birth		
Sex		
*Employer Name/s		
*Position/s		
*Employment Status	Full Time Part Time/Casual - Specify hours per week	Full Time Part Time/Casual - Specify hours per week
*Eligibility for Payment	Yes No	Yes No

\* The employment details refer only to external employment and does not include your role as a Local Government member. Eligibility for DAP sitting fees is determined in accordance with the <u>Premier's Circular 2019/07</u>.

LOCAL GOVERNMENT CONTACT DETAILS – MINUTE TAKER						
Name						
Phone		Email				

# 12.6 APPOINTMENT OF COUNCIL MEMBERS AND COMMUNITY MEMBERS TO THE CITY OF VINCENT AUDIT COMMITTEE

- Attachments: 1. Audit Committee Terms of Reference 🕂 🛣
  - 2. Audit Committee Nominations November 2021 Confidential

**RECOMMENDATION:** 

THAT COUNCIL:

- 1. In accordance with the provisions of sections 5.10 and 7.1A of the *Local Government Act 1995,* Council APPROVES BY ABSOLUTE MAJORITY the appointment of the following Members to the Audit Committee for the term 19 October 2021 to the date of the next ordinary local government election, 21 October 2023:
  - 1. Cr \_\_\_\_\_;
  - 2. Cr \_\_\_\_\_;
  - 3. Cr \_\_\_\_\_; and
  - 4. Cr \_\_\_\_\_
- 2. In accordance with the provisions of sections 5.10 and 7.1A of the *Local Government Act 1995,* APPROVES BY ABSOLUTE MAJORITY the appointment of the following external independent member to the Audit Committee for the term 2 November 2021 to the date of the next ordinary local government election, 15 October 2023:
  - 1. Nominee #1.
- 3. REQUESTS the Audit Committee to interview the short-listed nominees as identified in Confidential Attachment 2 for the purpose of recommending two candidates to Council for appointment to the Audit Committee.

### PURPOSE OF REPORT:

To appoint new members to the City's Audit Committee.

# BACKGROUND:

The primary functions of the City's Audit Committee is to review the City's annual external audit and to liaise with the City's internal and external auditors to ensure that the City is appropriately managing its affairs. The objectives and powers of the Audit Committee are set out in its Terms of Reference, at **Attachment 1**.

The Audit Committee members for the period 12 November 2019 to 16 October 2021 were:

- Mr Conley Manifis (independent external member) (Chair)
- Cr Joshua Topelberg (Deputy Chair);
- Mr Robert Piper (independent external member);
- Ms Elizabeth Hunt (independent external member);
- Mr Aaron Smith (independent external member);
- Cr Ashley Wallace;
- Cr Susan Gontaszewski; and
- Cr Dan Loden.

Ms Elizabeth Hunt resigned and was replaced by Mr Aaron Hunt on 20 October 2020.

In accordance with the Terms of Reference, the term of membership of the City's current Audit Committee members expired on the day of the ordinary local government election, 16 October 2021.

# DETAILS:

The Audit Committee currently comprises of seven members, with up to three external independent members.

Administration invited expressions of interest for suitably qualified persons to nominate for the external independent member positions. Advertisements were placed in the City's local papers, on the City's website and on the City's social media.

Nominees were requested to provide a current resume and a covering letter to demonstrate their knowledge and experience of:

- business or financial management/reporting;
- risk management systems and procedures;
- internal business controls; and
- legislative compliance programs.

The Audit Committee Terms of Reference also require that an Independent Member must be a resident or property owner within the City of Vincent.

A total of ten nominations have been received at the time of writing this report. Nominations close 5:00pm on 3 November 2021. Administration will undertake an assessment of the nominations in accordance with the selection criteria above. This will be submitted along with recommended nominees as a Confidential Attachment for the Council Meeting.

In assessing the nominations there are several high-quality candidates. It is proposed that one nominee be appointed, and the Audit committee convene to interview the short-list of remaining nominees and recommend a further two candidates for appointment by Council.

The Audit Committee meetings are held approximately every two months, or more regularly as required. In 2021 there were 6 meetings. The proposed meeting dates for 2022 will be presented to the Audit Committee meeting on 30 November 2021 for approval.

### Proposed Reforms to the Local Government Act 1995 - Audit Committees

On Wednesday 10 November 2021 the Minister for Local Government released the Local Government Reform package which included proposed reforms to the composition of local government audit committees.

The following table notes the current and proposed arrangements -

Current Requirements	Proposed Reforms
<ul> <li>Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members.</li> <li>The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act.</li> <li>The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management.</li> </ul>	<ul> <li>To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government.</li> <li>Audit Committees would also need to consider proactive risk management.</li> <li>To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees.</li> <li>The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.</li> </ul>

The current Audit Committee Terms of Reference requires the following in relation to the Chairperson -

# 4. CHAIRPERSON

• The position of Chairperson shall be appointed by a vote of the committee following a call for nominations for the position;

• The Chairperson shall be appointed for a period of not more than 12 months, after which a new process of appointment shall occur;

- A Chairperson may be reappointed; and
- The Chairperson shall not be the Mayor.

In accordance with contemporary practice, the City has previously appointed an Independent member as Chairperson, and this is reflected in the proposed reforms.

#### CONSULTATION/ADVERTISING:

Nil.

# LEGAL/POLICY:

Council Policy No. 4.2.14 – Local Government Elections provides that:

#### Election to Statutory Authorities, Committees, Advisory and Working Groups

(a) The Chief Executive Officer shall prepare a report for consideration of the Council at the first Ordinary Meeting of the Council to enable Council Members to be nominated and elected to a Committee of Council (in accordance with s.5.10 (2) of the Local Government Act 1995) as well as to be nominated and elected as delegates to Advisory and Working Groups and various organisations.

Division 7.1A of the *Local Government Act 1995* sets out the requirement for Local Governments to establish an Audit Committee and sets out a range of requirements applicable to Audit Committees. Importantly, an Audit Committee must have at least 3 members, and the majority of members are to be Council Members.

The Local Government (Audit) Regulations 1996 further prescribe the functions of an Audit Committee.

The Audit Committee Terms of Reference sets out in detail how the City's Audit Committee will function.

# **RISK MANAGEMENT IMPLICATIONS:**

Low: The Audit Committee plays a key role in addressing the City's corporate risks and ensuring legislative compliance. The selection of appropriately skilled and qualified members of the Audit Committee is important in addressing organisational risk and ensuring good corporate governance.

# STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

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

### SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

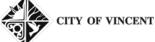
#### PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

# FINANCIAL/BUDGET IMPLICATIONS:

Nil.

# AUDIT COMMITTEE TERMS OF REFERENCE



# 1. OBJECTIVES

The Audit Committee (**Committee**) provides independent advice and assurance to Council over the City of Vincent's (**City's**) risk management, internal controls, financial management and performance reporting.

# 2. POWERS

- The role of the Committee is prescribed by the Local Government Act 1995 and Local Government (Audit) Regulations 1996.
- The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.
- The Committee is a formally appointed committee of the Council and is responsible to the Council.
- The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.
- The Committee does not have any management functions and cannot involve itself in management processes or procedures.

### 3. MEMBERSHIP

- The committee shall comprise up to 7 members, consisting of :
  - Up to three external independent members; and
  - Elected Members from the City.
- External independent members will be selected based on the following criteria:
  - A demonstrated high level of expertise and knowledge in financial management, reporting, governance and audit;
  - o Relevant skills and experience in providing independent expert advice; and
  - They must be a resident or property owner within the City of Vincent.
- An external independent member will be a person with no operating responsibilities with the City, nor will that person provide paid services to the City either directly or indirectly.
- Appointments of external independent persons will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council.
  - Council may terminate the appointment any member prior to the expiry of his/her term, if:
  - The Chairperson considers that the member is not making a positive contribution to the committee; or
    - The member is found to be in breach of the City's Code of Conduct or a serious contravention of the *Local Government Act 1995*; or
    - A member's conduct, action or comments brings the City of Vincent into disrepute.
- The CEO will appoint a Chief Audit Executive (CAE) to be responsible for internal audit and communication with the Audit Committee. The CAE must be independent of management of the financial functions. The CAE is not a member of the Audit Committee. The CAE has the following functions:
  - Communicates with the Audit Committee
  - Manages the induction of new members and any training during the membership term;
  - o Finalises the meeting agendas in consultation with the Chair;
  - o Oversees the internal audit program and provides updates to the Audit Committee;
  - Prepares a forward agenda for the Audit Committee meetings each year; and
  - Provides updates on any external or performance audits or emerging issues.
- The CAE, CEO and any other staff as directed by the CAE will attend all meetings to
  provide advice and guidance to the committee, however the CEO and any other staff are

Page 1 of 3

not members of the Committee

- The City shall provide secretarial and administrative support to the Committee.
- Membership shall be for a period of up to 2 years terminating on the day of the Ordinary Council elections.
- Members will be eligible for reappointment.
- Members will be entitled to receive reimbursement of reasonable expenses.
- Members will be provided with appropriate training and professional development to be determined by the committee and provided that adequate funds are available in the Council budget for this purpose.

#### 4. CHAIRPERSON

- The position of Chairperson shall be appointed by a vote of the committee following a call for nominations for the position;
- The Chairperson shall be appointed for a period of not more than 12 months, after which a new process of appointment shall occur;
- A Chairperson may be reappointed; and
- The Chairperson shall not be the Mayor.

#### 5. MEETINGS

- The Committee shall meet every two months and more regularly as required at the discretion of the Chairperson.
- An annual forward agenda will be prepared and approved by the Committee each year to govern the matters to be discussed at each meeting.
- The agenda for each meeting will be finalised by the CAE in consultation with the Chair.
- The agenda for each meeting will be provided to the Committee members one week prior to the meeting.

#### 6. **REPORTING**

• Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

#### 7. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Committee will be:

- provide guidance and assistance to Council as to the carrying out of the functions of the local government in relation to audits.
- meet with the auditor at least once in each year, prior to the auditor meeting with Council in accordance with section 7.12(A)(2) of the Local Government Act 1995, to ensure that:
  - the auditor is supported in carrying out his or her other duties under the *Local Government Act 1995*
  - the audit is conducted successfully and expeditiously.
- examine the reports of the auditor after receiving a report from the CEO on the matters and:
  - $\circ$  determine if any matters raised require action to be taken by the local government; and
  - o ensure that appropriate action is taken in respect of those matters.
- review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.
- monitor and advise the CEO on the scope of the internal audit plan and program and its effectiveness.
- review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or CEO.
- review the level of resources allocated to internal audit and the scope of its authority.

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- review reports of internal audits, monitor the implementation of recommendations made by the audit and review the extent to which Council and management reacts to matters raised.
  - facilitate liaison between the internal and external auditor to promote compatibility, to the
    extent appropriate, between their audit programs.
  - review the local government's draft annual financial report, focusing on:
    - accounting policies and practices;
    - o changes to accounting policies and practices;
    - the process used in making significant accounting estimates;
    - o significant adjustments to the financial report (if any) arising from the audit process;
    - o compliance with accounting standards and other reporting requirements; and
    - o significant variances from prior years.
  - consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed.
- address issues brought to the attention of the committee, including responding to requests from Council for advice that are within the parameters of the committee's terms of reference.
- seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee's terms of reference following authorisation from the Council.
- review the annual Compliance Audit Return and report to the Council the results of that review.
- to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under Local Government (Audit) Regulations 1996 regulation 17(1) and the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- oversee the implementation of any action arising from an audit that the City is required to take; or has stated it has taken or intends to take; or has accepted should be taken.

#### 8. DELEGATED AUTHORITY

In accordance with section 7.1B of the *Local Government Act 1995*, the only powers and duties that can be delegated to a committee are any of the powers and duties of the local government under Part 7 of the Act; that is, those relating to audit. The Committee cannot on-delegate the powers and duties delegated to it. Council has not delegated any of its powers or duties to the Audit Committee.

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Activity	Completed
Authority, composition and meetings	Completed
Meet with all members of the City's Executive Management Team.	
Read and understand the Audit Committee Terms of Reference	
Read the audit committee minutes for the last 2 years.	
Review the Audit Committee Forward Agenda	
External reporting	
Read and understand the City's summary of significant accounting policies	
and significant judgements made in preparing the financial statements	
Read and understand the City's legislative compliance requirements, as	
set out in the City's Compliance Calendar and reported in the Compliance	
Audit Return (CAR)	
Read the financial reports and any associated non-financial disclosures for	
the past 3 years	
External Audit	
Meet with senior members of the external auditor's audit team at the	
entrance meeting (May)	
Read and understand the external auditor's findings and	
recommendations, and management's response for the last 3 years. This	
includes any OAG performance audits.	
Internal audit	
Meet with the Chief Audit Executive (head of internal audit) and internal	
auditors (firm engaged for the internal audit, if applicable)	
Review the City's internal audit plan	
Read and understand the City's Audit Log	
Read and understand the process for coordinating the planned activities of	
internal audit and the OAG, and risk and compliance management,	
including the reg 17 review	
System of internal control and risk management	
Read and understand the City's risk management framework, including the	
risk management policy and risk appetite and tolerance statements	
Read and understand the City's processes for identifying and managing	
material risks including business, financial, legal and compliance risks,	
including the reporting process via the Corporate Calendar	
Read any reports on suspected, alleged and actual frauds, thefts and	
material breaches of laws for the last 3 years.	
Compliance and ethics	
Read and understand the entity's processes for managing complaints and	
public interest disclosures.	
Attend a briefing or training on public sector probity and accountability	
requirements, including ethical considerations.	
Fraud	
Read and understand the City's fraud prevention and detection framework	
and monitor suspected, alleged and actual instances of fraud.	
Read any instances of fraud reported during the last 3 years.	
Related-party transactions	
Read and understand processes for related-party transactions.	
Read related-party transaction reporting for the last 3 years.	
Governance framework	
Boad and understand the City's gavernance framework	
Read and understand the City's governance framework	
Read and understand the organisational structure.	

## ANNEXURE 1: AUDIT COMMITTEE MEMBER INDUCTION CHECKLIST

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OFFICE USE ONLY	
Council adoption	Date: 15/09/2020, Ref# D20/165439
Reviewed / Amended	Date: <approval date="">, Ref#: <trim ref=""></trim></approval>
Next review	Date 15/07/2021

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#### 12.7 APPOINTMENT OF COUNCIL MEMBERS AND COMMUNITY REPRESENTATIVES TO ADVISORY GROUPS

# Attachments:

- 1. Arts Advisory Group Nominations November 2021 Confidential
- 2. Sustainability and Transport Advisory Group nominations November 2021 - Confidential
- 3. Reconciliation Action Plan Working Group Nominations November 2021 -Confidential
- 4. C&YP Advisory Group Nominations November 2021 Confidential

# **RECOMMENDATION:**

#### That Council:

- 1. APPOINTS the following Council Members as Council's representatives on the below advisory groups for a term expiring on 21 October 2023:
  - 1.1 Arts Advisory Group (2 Elected Members)

Members:

- 1. Cr .....;
- 2. Cr .....;

and the Chair of the Advisory Group will be Cr.....;

1.2 Children and Young People Advisory Group (2 Elected Members)

#### Members:

- 1. Cr .....;
- 2. Cr .....;

and the Chair of the Advisory Group will be Cr.....;

1.3 Sustainability and Transport Advisory Group (2 Elected Members)

### Members:

- 1. Cr .....;
- 2. Cr .....;;

and the Chair of the Advisory Group will be Cr.....;

1.4 Reconciliation Action Plan Working Group (3 Elected Members)

#### Members:

- 1. Cr .....;
- 2. Cr .....;
- 3. Cr .....

and the Chair of the Working Group will be Cr.....;

1.5 Safer Vincent Advisory Group:

Members:

- 1. Cr .....;
- 2. Cr .....;

and the Chair of the Advisory Group will be Cr.....;

- 2. RECEIVES the community nominations at Confidential Attachments 1, 2, 3, and 4;
- 3. APPOINTS the following community representatives to the City's advisory groups for a term expiring on 21 October 2023:
  - 3.1 Arts Advisory Group (up to 10 community members), as detailed in Confidential Attachment 1;
    - 1. Applicant 1;
    - 2. Applicant 2;
    - 3. Applicant 3;
    - 4. Applicant 4;
    - 5. Applicant 5;
    - 6. Applicant 6; and
    - 7. Applicant 7;.
  - 3.2 Children and Young People Advisory Group (up to 6 community members), as detailed in Confidential Attachment 2;
    - 1. Applicant 1;
    - 2. Applicant 2;
    - 3. Applicant 3;
    - 4. Applicant 4;
    - 5. Applicant 5; and
    - 6. Applicant 6.
  - 3.3 Sustainability and Transport Advisory Group (up to 10 community members), as detailed in Confidential Attachment 3;
    - 1. Applicant 1;
    - 2. Applicant 2;
    - 3. Applicant 3;
    - 4. Applicant 4;
    - 5. Applicant 5;
    - 6. Applicant 6;
    - 7. Applicant 7; and
    - 8. Applicant 8;
  - 3.4 Reconciliation Action Plan Working Group (up to 6 community members), as detailed in Confidential Attachment 4;
    - 1. Applicant 1;
    - 2. Applicant 2;
    - 3. Applicant 3; and

# 4. Applicant 4;

# PURPOSE OF REPORT:

To appoint Council Members and community representatives to the City's Children and Young People Advisory Group (CYPAG), Arts Advisory Group (Arts), Sustainability and Transport Advisory Group (Sustainability), Reconciliation Action Plan Working Group and Safer Vincent Advisory Group.

# BACKGROUND:

Council Policy No:4.2.12 – Advisory Groups provides that:

- 11.1 The Council will appoint a member to the Advisory Group including the prescribed Terms and any conditions;
- 11.2 The Advisory Group Membership is normally for a period of two (2) years from the period of ratification of the advisory group by the Council. (generally the term is from November after the Ordinary local government elections to October of the second year). Membership of the Group terminates when an Ordinary local government election occurs every two years, in October.

Council Policy No. 4.2.14 - Local Government Elections provides that:

Election to Statutory Authorities, Committees, Advisory and Working Groups

(a) The Chief Executive Officer shall prepare a report for consideration of the Council at the first Ordinary Meeting of the Council to enable Council Members to be nominated and elected to a Committee of Council (in accordance with s.5.10 (2) of the Local Government Act 1995) as well as to be nominated and elected as delegates to Advisory and Working Groups and various organisations.

Nominations were invited in the following ways:

- on the City's website and social media pages; and
- direct correspondence to previous members and members of relevant community groups.

### DETAILS:

The City has received a total of 15 nominations at the time of writing this report. Nominations close 5pm 3 November 2021. Administration will undertake an assessment of the nominations in terms of the relevant skills and experience of each applicant. This will be submitted along with recommended nominees as Confidential Attachments for the Council Meeting.

The Administration has assessed the nominations received and have made recommendations for appointments in Confidential Attachments 1, 2, 3, and 4.

Should Council support the proposition that an Aboriginal Community Member be appointed as the Chairperson of the Reconciliation Action Plan Working Group, this can be facilitated by appointing a Council Member of the Working Group as Deputy Chairperson. That Member can then open the next meeting of the Working Group and a Chairperson can be elected as the first order of business.

The Safer Vincent Terms of Reference does not require individual community representation, but representatives of various stakeholders. Consequently, no nominations from individual community members have been sought.

# CONSULTATION/ADVERTISING:

Nil.

# LEGAL/POLICY:

The membership requirements for the Advisory Groups is set out in clause 10 of the City's <u>Policy</u> <u>No. 4.2.12 – Advisory Groups</u>.

The Terms of Reference for each of the City's Advisory Groups is available on the City's website.

# **RISK MANAGEMENT IMPLICATIONS:**

Low/Medium: There is low risk in the City appointing new Elected Members and community representatives to the City's advisory groups.

# STRATEGIC IMPLICATIONS:

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

# **Connected Community**

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

### Innovative and Accountable

We are open and accountable to an engaged community.

# SUSTAINABILITY IMPLICATION

The proposed Sustainability and Transport Advisory Group's role would be to provide guidance and advice on sustainability initiatives and relevant plans and strategies including the Strategic Community Plan, Sustainable Environment Strategy and Integrated Transport Strategy.

# PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

# FINANCIAL/BUDGET IMPLICATIONS:

Nil.

# 12.8 INFORMATION BULLETIN

- Minutes of the Sustainability and Transport Advisory Group Minutes 7 October 2021 <u>1</u>
- 2. Minutes Children and Young Peoples Advisory Group (CYPAG) 29 September 2021 4
- 3. Statistics for Development Services Applications as at October 2021 🗓 🛣
- 4. Quarterly Street Tree Removal Information 🗓 🔛
- 5. Register of Legal Action and Prosecutions Monthly Confidential
- 6. Register of State Administrative Tribunal (SAT) Appeals Progress report as at 28 October 2021 1
- 7. Register of Applications Referred to the MetroWest Development Assessment Panel Current J.
- 8. Register of Applications Referred to the Design Review Panel Current <u>1</u>
- 9. Register of Petitions Progress Report October 2021 😃 🛣
- 10. Register of Notices of Motion Progress Report October 2021 👢 🛣
- 11. Register of Reports to be Actioned Progress Report October 2021 🗓 🔛
- 12. Council Workshop Items for August and September 2021 <u>U</u>

# **RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated November 2021.





# STASTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 7 October 2021 at 6.00pm

Venue: Committee Room City of Vincent Administration and Civic Centre 244 Vincent Street Leederville UNCONFIRMED MINUTES

#### Attendees:

City of Vincent Councillors Cr Loden (Chairperson), Cr Hallett

Community Representatives Chris Cutress, Chris Wilson, Julian Ledger

<u>City of Vincent Officers</u> Manager Engineering, Craig Wilson Senior Sustainability and Innovation Advisor, Anita Marriott Active Transport Officer, Tim Burns

#### 1. Welcome/Declaration of Opening

Councillor Loden opened the meeting at 6.05pm and delivered the Acknowledgement of Country.

#### 2. Apologies

Andrew Murphy, Executive Director Infrastructure & Environment Sara Orsi, Sustainability and Innovation Advisor Community Representatives: Helen Griffiths, Ian Kininmonth, Katherine Celenza, Catrina Wold

#### 3. Confirmation of the Minutes

That the Minutes of the meeting held on **Thursday 5 August 2021** be received and confirmed as true and correct record.

#### 4. Business

- 4.1 East Village at Knutsford, Fremantle
  - The group viewed a video about the East Village at Knutsford development produced by Water Sensitive Cities Australia and discussed its environmentally sustainable design features. Discussion included relevant elements that may be adopted by the City, particularly in relation to water sensitive urban design. Discussion also extended to distributed energy resources and the anticipated impacts and opportunities for the City resulting from the implementation of the State Government's Distributed Energy Resources Roadmap.
  - Aspects of the City's Brisbane Street car park which was recently upgraded with improved water capture treatments were discussed. As was the future Robertson Park upgrade which will feature water sensitive design elements.

#### 4.2 Roads to Reuse Program

- The group received information on the WA Waste Authority's Roads to Reuse program, which encourages the use of recycled construction and demolition waste in road base. As road base is needed only for new road construction projects, it's use in Vincent is limited.
- When resurfacing roads, the City currently mills and reuses the top layer of asphalt. The material removed from the roads and stockpiled then used when resurfacing the City's laneways (right of way).
- A new product using 100% recycled asphalt using a cold emulsion application system is being considered by the City however it has not yet been approved by Main Roads WA for use on local streets and distributor roads.
- Discussion included the carbon emission impacts of virgin asphalt versus the use of recycled material and the need to account for this as the City heads towards a net zero emissions target by 2030
- 4.3 WALGA Road Safety Update Katherine Celenza (provided in advance of meeting)
  - The group received the traffic crash Killed and Serious Injury (KSI) statistics provided by the RoadWise program and news of a partnership between RoadWise and the Western Australia Centre for Road Safety Research (UWA), to identify a suitable safety ratings tool for Local Government roads to help prioritise investment and effort.
  - It was noted that the KSI number for regional crashes in the partial 2021 year to date had already exceeded the total for the previous three years.

ltem	Current Status	Next Step
Tree Targets in Sustainable Environment Strategy	Adjustment to targets recommended and new targets agreed on by the STAG.	New targets to be presented to Council in the Annual SES progress update in November 2021.
Future Climate Technology Review	Discussed at 29 October 2020 STAG.	Circulate relevant sections as they are completed, to inform decision making by council on relevant matters.

#### Status Update of Previous Agenda Items 4.5

#### 5. **Close/Next Meeting**

The Chairperson closed the meeting at 7.25pm. This was the last meeting within the current council term. An election will be held on 16 October 2021. Advisory Group nominations to be advertised in the next week or two. Will email all current community representatives to invite them to re-nominate. Once the new group is established the next meeting date will be set.

Signed

(Chairperson)

Dated this \_\_\_\_\_\_ day of \_\_\_\_\_

Councillor

20\_\_\_\_

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#### CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 30 September 2021 at 6pm

Venue: Committee Room City of Vincent Administration and Civic Centre 244 Vincent Street Leederville

#### Attendees:

<u>City of Vincent Councillors</u> Cr Alex Castle (Chairperson) Cr Sally Smith (Cr Smith)

<u>Community Representatives</u> Laura Dunlop – o/b David Reid (LD) Daniel Langlands (DL)

<u>City of Vincent Officers</u> Virginia Miltrup (VM) – Executive Director Community and Business Services Ashia Harris (AH) – Community Development Advisor- Children and Young People

#### 1. Welcome/Declaration of Opening

The Chairperson opened the meeting at 6.10pm and delivered the Acknowledgement of Country.

#### 2. Apologies

Abid Imam Shari Stockdale Suzanne Lawrence Gemma Carter – Manager Marketing & Partnerships Karen Balm – Senior Community Partner

#### 3. Confirmation of Previous Minutes

Confirmed minutes from 4 August.

#### 4. Business

4.1 Update on Implementation of the Youth Action Plan (YAP)

AH provided update on YAP by relating Vincent Youth (VYN) actions to YAP deliverables:

 VYN are working on a call to increase membership- redesigning the flyer and, with a focus on attracting youth from diverse backgrounds. VYN members agreed that Vincent has a very diverse range of residents and this should be represented on the flyers and website.

AH mentioned including a potential sketch art competition that will portray Vincent youth in art form. This could be included in the flyers and website.

The Chairperson questioned how this would be advertised- a social media push and flyer distribution will follow once the posters and artwork are completed.

AH brought up the idea of a second VYN with older members would be beneficial.

LD asked if there would be any prerequisites for new VYN members and it was advised that they could be anyone who live, work, play or study in Vincent, can commit to fortnightly meetings, and are community minded.

#### ACTION: 1) AH will update CYPAG on progress of flyer, website, and new volunteer push 2) AH will forward volunteer page and registration form to CYPAG members once finalised

#### 4.2 Vincent Youth Network (VYN) Update

AH advised of the Youth Robotics Workshop, from 1pm to 3pm on Saturday afternoon, aimed at children aged 6 to 12 years. The event would be facilitated by a VYN member, Joshua Mulik who is the founder of Perth STEM. The free event was already sold out.

The Chairperson queried on the Makers Fair, AH advised that it was agreed at VYN that it could take place in the end of Semester 1 of 2022, to allow more schools to join and prepare. Joshua would like to host it at Aranmore College and has already discussed this with the College staff who are on board.

#### 4.3 School Holiday Events

AH advised of youth community events running in the school holidays, in addition to the Robotics Workshop:

Two screenings of Bran Nue Dae at Backlot Theatre on Thursday the 30th of September, 11am and 2pm. Two Game Vault sessions at the City of Vincent Community Centre, on Thursday 30<sup>th</sup> of September, 1:30pm and 2:30pm. A Kambarang workshop held at the Community Centre on Thursday the 7<sup>th</sup> of October.

The Chairperson mentioned Totally Board – a gaming venue that recently opened up on Carr Place in Leederville. It has old arcade games, retro gaming experiences and runs events. The Chairperson suggested it could be an opportunity to collaborate with them as a local business.

DL queried where the events are advertised, and it was advised that they are on the City's events page, Facebook and Instagram. AH advised that she would share certain appropriate events directly with CYPAG members.

#### 4.4 YACWA YEP Youth Sector Summit

AH attended the YACWA YEP Youth Sector Summit 2021 on Wednesday 22<sup>nd</sup> of September. This year's theme was Youth Sexual Health, it covered topics such as consent, barriers experienced by minority groups such as youth in the LGBTIQA+ community, Aboriginal and Torres Strait Islander youth, culturally and linguistically diverse youth and young people living with disabilities.

#### 4.5 Renomination Process

It was acknowledged that this would be the final CYPAG meeting until after the Council reelection, and advisory group's renomination.

VM advised that the renomination process is currently under review and should be finalised in the coming fortnight. Once this is finalized, AH will send out an invitation letter to current CYPAG members to reapply for a position.

LD queried whether an organisation can send their choice of person. VM advised this criteria would be reviewed.

It was suggested that we reach out to Pride and local sporting clubs regarding having their representation on the Group.

The Chairperson suggested that it would be great to have a young person in the Advisory Group and ultimately, we phase ourselves out of it. It was suggested that a member of the VYN could nominate themselves the be on the Group, perhaps rotating representation person through each meeting.

LD queried whether a member could be under the age of 18 years, VM confirmed that there is no age minimum.

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#### ACTION: 1) AH to forward renomination invite to current CYPAG members

#### 4.6 Other Business

AH advised that the Lucy Stonarch, the Australian Youth Representative to the United Nations, has had to cancel their Listening Tour due to the travel restrictions from COVID 19.

AH advised of a new skateboarding company called The Skateboarding Program. Workshops will focus on skill development with a heavy emphasis on safety and the program will provide all necessary safety equipment. AH suggested Jebediah, from The Skateboarding Program, would be a good member to have on the Mount Hawthorn Skate Working Group and would pass details on to Tara Gloster.

The Chairperson advised that Britannia Reserve is currently the preferred venue for the new Mt Hawthorn Skate Park, the advisory group members met out on site to compare all nominated sites at the last meeting.

The Chairperson advised that Tim from Skate Sculpture would need to step away from the tender process of the new skatepark as there would be a conflict of interest.

LD mentioned the manager at Cranked was interested to hear about the new skate park consultation results and has shown interest in the process. AH will approach and ask if they would like to be on the working group.

DL advised that one of their staff members worked on the development of the Fremantle Skate park and would pass on their details to AH as another potential member of the Mount Hawthorn Skate Working Group.

AH advised that all COV local primary schools have been contacted regarding availability to run a Debating Competition, North Perth and Sacred Heart have responded so far. AH will advise of final dates.

AH advised that Headspace host a number or workshops that could be useful to the local sporting clubs, AH has passed the details onto Wayne Grimes who oversees the City's sporting groups.

AH held a meeting with Foyer Oxford Ryde regarding the RYDE Program and how the City can partner with them to involve more COV Youth. DL advised that Foyer are currently reviewing the youth selection criteria and will get back to AH with final documents. The Chairperson queried what the City would need to assist with, DL suggested that COV Rangers may be able to assist with parking and vehicle accessibility, as well as promotion of the program.

AH mentioned the Life Admin Course idea, and will discuss further with LD, The VYN like to see this come to fruition. LD advised of some of the 'how to' workshops run at The Y: Book a gig, address an envelope, call Centrelink, and change a tyre etc.

LD advised that The Y HQ are running 2 barista courses through a company who fund 10 spaces if The Y fund the other 10. LD to pass details on of this company to AH.

Edinboro Street Pop up Play, VM advised that consultation results have been taken into consideration, Parks are working on an Eco zoning project at the reserve and will work with Marketing and AH to include pop up play.

AH advised that the details for the In Your Head - Zero to Hero Forum were looked at and forwarded to schools for action.

AH thanked all CYPAG members for their support and commitment to the groups and community, and especially for the warm welcome as the new COV Youth Advisor.

The Chairperson acknowledged the great work this group has done for youth in the community, and how much the group and its goals have changed over the two years.

VM gave a special thank you to the Chairperson for her leadership of CYPAG over the past two years.

#### ACTION: 1) AH to pass on Jebediah's contact information to Tara Gloster as a potential member for the Mount Hawthorn Skate Working Group

Page 3 of 4

- 2) AH to approach staff member at Cranked Café as potential member of the Mount
- Hawthorn Skate Working Group DL to pass on staff members contact detail to AH as a potential member of the Mount Hawthorn Skate Working Group AH will advise the group of final dates of the debating competition at the next 3)
- 4) meeting
- DL to forward youth selection criteria for RYDE program once finalised AH to discuss Life Admin Courses with LD 5)
- 6)
- LD to pass on barista course provider to AH 7)

#### 5. **Close/Next Meeting**

The meeting was closed at 7.05pm. The next meeting date will be scheduled once the new Advisory Group Members have been appointed.

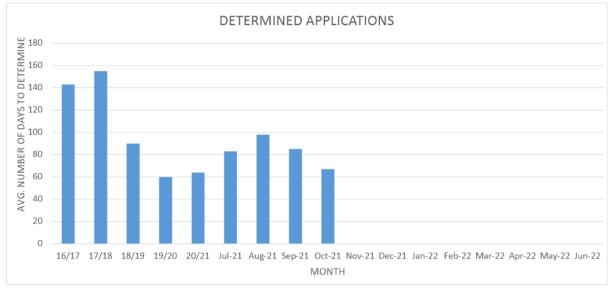
Signed

Councillor (Chairperson)

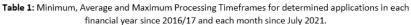
Dated this \_\_\_\_ \_\_\_\_\_day of \_\_\_\_\_\_20\_\_\_

Summary of Actions	Date	Status
AH will update CYPAG on progress of flyer, website and new volunteer push	Next meeting, following renomination	In progress
AH will forward volunteer page and registration form to CYPAG members once finalised	Next meeting, following renomination	In progress
AH to forward renomination invite to current CYPAG members	Once process has been finalised	In progress
AH to pass on Jebediah's contact information to Tara Gloster as a potential member for the Mount Hawthorn Skate Working Group	15/10/21	In progress
AH to approach staff member at Cranked Café as potential member of the Mount Hawthorn Skate Working Group	15/10/21	In progress
DL to pass on staff members contact detail to AH as a potential member of the Mount Hawthorn Skate Working Group	15/10/21	In progress
AH will advise the group of final dates of the debating competition at the next meeting	Next meeting, following renomination	In progress
DL to forward youth selection criteria for RYDE program once finalised	20/10/21	In progress
AH to discuss Life Admin Courses with LD	15/10/21	In progress
LD to pass on barista course provider to AH	15/10/21	In progress

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# Statistics for Development Applications As at the end of October 2021



Processing	16/	17/	18/	19/	20/	Jul-	Aug-	Sept-	Oct-	Nov-	Dec-	Jan-	Feb-	Mar-	Apr-	May-	Jun-
Days	17	18	19	20	21	21	21	21	21	21	21	22	22	22	22	22	22
Minimum	7	1	0	0	0	1	19	26	8								
Average	143	155	85	60	64	83	98	85	67								
Maximum	924	1008	787	499	268	234	159	298	171								
						Jul-	Aug-	Sept-	Oct-	Nov-	Dec-	Jan-	Feb-	Mar-	Apr-	May-	Jun-
						21	21	21	21	21	21	22	22	22	22	22	22
	DA's Determined					27	33	34	33								
	Value of Determined DA's					10.0											
	(in millions)				11.9	12.3	9.5	9.8									

# DEVELOPMENT APPLICATIONS YET TO BE DETERMINED

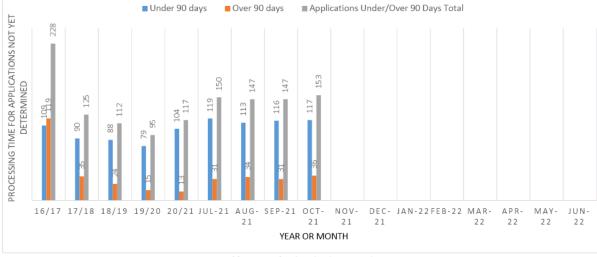


Table 2: No. of DA's to be determined												
	Jul-	Aug-	Sept-	Oct-	Nov-	Dec-	Jan-	Feb-	Mar-	Apr-	May-	Jun-
	21	21	21	21	21	21	22	22	22	22	22	22
DA's lodged	34	29	34	44								
DA's to be Determined	150	147	147	153								
Value of DA's to be Determined (in millions)	49.4	47.6	51.7	56.3								



SUBJECT:	Quarterly Street Tree Removal Request Report					
DATE:	11 January 2021					
AUTHOR:	Tracy Bilyk, Executive Assistant John Gourdis, Supervisor Parks Services					
AUTHORISER:	Yvette Plimbley, Acting Executive Director Infrastructure & Environment					

#### PURPOSE:

To present Council with a quarterly update on street tree removal requests within the City of Vincent.

#### BACKGROUND:

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

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.

Ref: D21/1532



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.	Lophestemon conferta	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	Jacaranda mimosaefolia	Tree vandalised - trunk snapped at base.	2	Yes	Jacaranda mimosaefolia Note: resident request to match existing streetscape
16/09/2020	Supervisor Parks	201 Carr Place, Leederville	Resident request/dead tree	Lophestemon conferta	Tree is confirmed dead	1	Yes	Jacaranda mimosaefolia Note: resident request to match existing streetscape
25/09/2020	Resident	105 Zebina Street, East Perth	Resident request/dead tree	Jacaranda mimosaefolia	Tree is confirmed dead	1	Yes	Jacaranda mimosaefolia Note: resident request to match existing streetscape
13/10/2020	Resident	115 Coogee Street, Mount Hawthorn	Tree is dead - stump remains	Agonis flexuosa	Only stump remains. Stump to be removed	1	Yes	Agonis flexuosa
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.	Tipuana tipu	Tree is in perfect health	0	No	N/A
21/10/2020	Resident	100 Palmerston Street. Perth	Resident request/tree is dying	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora
23/10/2020	Resident	49 Burt Street, North Perth	Resident request - tree will impede proposed crossover widening	Olea europa	Waiting planning approval	3 (TBD)	TBD	TBD, currently liaising with resident
29/10/2020	Supervisor Parks	86 Edinboro Street, Mt Hawthorn	Resident requested/dead	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
29/10/2020	Supervisor Parks	119 Edinboro Street, Mt Hawthorn	Dead tree	Callistemon K.P.S	Tree is confirmed dead	1	Yes	Melaleuca linarifolia
29/10/2020	Supervisor Parks	122 Edinboro Street, Mt Hawthorn	Dead tree	Callistemon K.P.S	Tree is confirmed dead	1	Yes	Melaleuca linarifolia

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	29/10/2020	Supervisor	109 London Street.	Dead tree	Callistemon	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
	20, 10,2020	Parks	Mt Hawthorn	bodd abo	K.P.S.			100	monarou da minamona
1	29/10/2020	Supervisor Parks	125 London Street, Mt Hawthorn	Dead tree	Callistemon K.P.S	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
	29/10/2020	Supervisor Parks	137 London Street, Mt Hawthorn	Dead tree	Callistemon K.P.S	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
1	29/10/2020	Supervisor Parks	104 Raglan Road, Mt Lawley	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
:	29/10/2020	Supervisor Parks	116 Chelmsford Road, North Perth	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Sapium sebiferum
	29/10/2020	Supervisor Parks	41 Joel Tce, Mt Lawley	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
	29/10/2020	Supervisor Parks	122-124 Joel Tce, Mt Lawley	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
2	29/10/2020	Supervisor Parks	143 Joel Tce, Mt Lawley	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
	16/11/2020	Acting Supervisor	68 Shakespeare Street Mount	Dead tree	Agonis flexuosa	Tree is confirmed dead	1	Yes	Agonis flexuosa
	16/11/2020	Parks Acting Supervisor Parks	Hawthorn 19 Raglan Road Mount Lawley	Dead tree	Callistemon K.P.S	Tree in serious decline	1	Yes	Melaleuca viridiflora
	17/11/2020	Resident	5 Byron Street Leederville	Dead tree	Callistemon K.P.S	Tree in serious decline	1	Yes	Melaleuca viridiflora
	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.	Agonis flexuosa	Tree in serious decline	1	Yes	Agonis flexuosa
:	24/11/2020	Resident	17 Clieveden 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.	Agonis flexuosa	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	Agonis flexuosa	Tree sawn off at ground level	2	Yes	Agonis flexuosa
:	25/11/2020	Resident	116 Raglan Road Mount Lawley	Dead tree	Callistemon K.P.S.	Tree is confirmed dead	1	Yes	Melaleuca viridiflora
:	25/11/2020	Resident	31 Camelia Street North Perth	Dead tree	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora

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25/11/2020	Resident	34 Camelia Street North Perth	Dead tree	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora
25/11/2020	Resident	26 Camelia Street North Perth	Dead tree	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora
25/11/2020	Resident	35 Camelia Street North Perth	Dead tree	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora
26/11/2020	Resident	107 Zebina Street East Perth	Dead tree	Jacaranda mimosaefolia	Tree is confirmed dead	1	Yes	Jacaranda mimosaefolia
30/11/2020	Resident	23 Marian Street Leederville	Dead tree	Lophestemon confertus	Tree is confirmed dead	1	Yes	Corymbia eximia
04/12/2020	Resident	2A Haynes Street North Perth	Dead tree	Callistemon K.P.S.	Tree in serious decline	1	Yes	Melaleuca viridiflora
15/12/2020	Resident	119 Egina Street, Mount Hawthorn	Resident suspects tree is dying	Agonis flexuosa	Tree is confirmed dead	1	Yes	Agonis flexuosa
05/01/2021	Resident	6b, 236 Lake Street, Perth	Dead tree	Agonis flexuosa	Tree is confirmed dead	1	Yes	Agonis flexuosa

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#### REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS AS AT 28 OCTOBER 2021

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 3 Bulwer Avenue, Perth (DR 202 of 2019)	2 September 2019	Justin Mortley	Application for review of decision to give a direction under Section 214 of the <i>Planning</i> and Development Act 2005 (Reinstatement of Façade).
				Directions Hearing held on 25 October 2019. Directions Hearing held on 28 February 2020. Directions Hearing held on 22 May 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. Development application approved under delegated authority on 12 November 2020. The works required by the condition of development approval relating to the removal of the render and painting of the façade have commenced. Direction Hearings adjourned to allow the builder additional time to carry out and complete the works. Directions Hearing scheduled for 15 October 2021 was adjourned as a further application for approval to remove the render and restore the underlying brickwork has been submitted and is currently being considered by the City. Matter adjourned for further directions on 21 January 2022. <i>Representation by: McLeods</i>
2.	No. 374 Newcastle Street, Perth (DR 204 of 2021)	1 October 2021	S&K Investments Pty Ltd	Application for review of Council decision to conditionally approve Billboard signage on 14 September 2021. Application seeks to review a condition of development approval. Directions Hearing listed for 15 October 2021 and matter referred directly to mediation scheduled for 27 October 2021. <i>Representation by: Administration</i>
3.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	Application for review of notice issued in accordance with the <i>Health (Miscellaneous Provisions) Act 1911</i> to address odour nuisance at 7Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid.

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 79 Paddington Street and Nos. 432 & 434 Charles Street, North Perth	CF Town Planning	Form 1 – Child Care Premises	20 July 2021	Not yet scheduled.	Currently under assessment. Responsible Authority Report due 26 November 2021.
2.	Nos. 394-398 Newcastle Street, West Perth	Urbanista Town Planning	Form 2 – Mixed Use Development (Amendment to Approved)	9 August 2021	5 November 2021	Currently under assessment. Responsible Authority Report due 26 October 2021.
3.	No. 257 Walcott Street, North Perth	Burgess Design Group	Form 1 – Child Care Premises	20 September 2021	Not yet scheduled.	Currently under assessment. Responsible Authority Report due 3 December 2021.

#### METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP) REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT AS AT 28 OCTOBER 2021

#### CITY OF VINCENT DESIGN REVIEW PANEL (DRP) REGISTER OF APPLICATIONS CONSIDERED BY DRP AS AT 28 OCTOBER 2021

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 289-295 Vincent Street, Leederville	Joe Scaffidi	Mixed Use Development (Amendment to existing approval)	29 September 2021	DA Lodged. 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 Residential Design Codes (R Codes), and the appropriateness of the development within its setting.
No. 129 Loftus Street, Leederville	Dewest One Pty Ltd	Child Care Premises	29 September 2021	Pre-Lodgement Application. 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. 357 Lord Street, Highgate	Arconic Design	Mixed Use Development	29 September 2021	Pre-Lodgement Application. 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 Residential Design Codes (R Codes), and the appropriateness of the development within its setting.
No. 257 Walcott Street, North Perth	Burgess Design Group	Child Care Premises	20 October 2021	Lodged JDAP Application – Previously Referred. To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 7 July 2021 and 25 August 2021.
No. 554 Newcastle Street, West Perth	Anthony Rechichi Architects	Mixed Use Development	20 October 2021	Pre-Lodgement Application. 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 Residential Design Codes (R Codes), and the appropriateness of the development within its setting.





TITLE:	Register of Petitions – Progress Report – October 2021
DIRECTORATE:	Chief Executive Officer

#### DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Ind	x:		
CEO:	Chief Executive Officer		
EDCBS:	Executive Director Community & Business Services		
EDIE:	Executive Director Infrastructure & Environment		
EDSD:	Executive Director Strategy & Development		
-			
Data Br	d Subject	Action Officer	Action Takan

L	Date Rcd	Subject	Action Officer	Action Taken
	/5/2021	Petition with 9 signatories requesting that Council does not install chicanes or any other road impediment to the length of Camelia Street stretching from Vincent Street through to Claverton	EDIE	A response will be included in the report to Council on the North Perth Traffic Calming proposal, which is due to be presented to Council once the trial has been completed in early 2022.
		Street		

[TRIM ID: D18/35574]





TITLE:	Register of Notices of Motion – Progress Report – October 2021
DIRECTORATE:	Chief Executive Officer

#### DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:					
CEO:	Office of the CEO				
EDCBS:	Executive Director Community & Business Services				
EDIE:	Executive Director Infrastructure & Environment				
EDSD:	Executive Director Strategy & Development				

Details	Action Officer	Comment			
27 April 2021 – Submitted by Cr Hallett					
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.			
20 October 2020 – Submitted by Cr Topelberg					
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)</i> <i>Regulations 2015.</i> Administration also investigating the suitability of Billboard Signs in the City of Vincent.			

[TRIM ID: D17/43059]





TITLE: Register of Reports to be Actioned – Progress Report – October 2021 DIRECTORATE: **Chief Executive Officer** 

#### DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

Key Index:					
CEO:	Office of the CEO				
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
12 Oct	ober 2021			
9.1	No. 26 (Lot: 29; D/P: 4576) Moir Street, Perth - Proposed Alterations and Additions to Single House	EDSD	Applicant considering changes to proposed development.	Application to be presented to Council's December 2021 Meeting.
9.3	Creation of City of Vincent Animal Local Law	EDSD	Consultation soon to commence.	Report back to Council in early 2022.
9.7	Response to Notice of Motion - Local Planning Scheme No. 2 Amendment Regarding Tobacco Outlets	EDSD	Policy to be created to address provisions relating to Restricted Premises and businesses whose trade is the sale and consumption of tobacco products. Consider the definition of 'Restricted Premises', and the use permissibility for this land use as part of the next Scheme Review.	To be completed in 2022.
9.8	Extension of Lease - North Perth Special Needs (Shalom Coleman) Dental Clinic, 31 Sydney Street, North Perth	EDSD	CEO to approve and execute lease.	Late 2022
9.9	Car Parking Licence for Minister for Education (School of Isolated and Distance Education)	EDSD	CEO to approve and execute licence.	Late 2022
11.3	Advertising of amended policy - Investment Policy	EDCBS	The Policy will be advertised in November 2021 and presented back to Council for adoption OCM February 2022	February 2022
14 Sep	tember 2021		•	
9.4	Community and Stakeholder Engagement Strategy and Policy - Outcomes of Advertising & Vincent Communications Plan	EDSD	Strategy and policy published on City website.	Completed. October 2021
9.6	Local Planning Policy Review – No. 7.5.9 – Home Business, Home Occupation, Home Office and Home Store and No. 7.5.20 – Street Addressing	EDSD	Community Consultation to be carried out and any comments to be presented to Council.	December 2021
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of	EDSD	To be referred to WAPC for comment and endorsement. Comments not expected until 2022.	Mid 2022

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	Amendment 7 to Local Planning Scheme No. 2			
10.7	Forrest Street Traffic Petition - Response to Petition	EDIE		Community Consultation to be carried out and Administration will review once completed.
11.1	Advertising of Amendments to the Access and Equity Policy	EDCBS	Administration will advertise this Policy in September 2021	16 November 2021
11.3	Club Night Lights Program Applications for 2022/23	EDCBS	Administration will forward both submissions to the Department of Local Government, Sport and Cultural Industries for consideration	30 September 2021 Completed
17 Aug	ust 2021			
9.2	Local Planning Policy No. 7.5.15 - Character Areas (Formerly Character retention and Heritage Areas) Approval for Advertising	EDSD	Community consultation has commenced and will conclude in September 2021.	The results of consultation proposed to be presented to Council for approval in late 2021.
10.1	E-Permits Implementation Progress Report	EDIE	A report will be prepared for the August Audit Committee Meeting and will brought back to council for further review no later than October 2021. As a consequence of issues raised with the implementation of the permits in respect to the collection management and retention of privacy data, a review of the City's Privacy policy is being undertaken. A report will be submitted to Audit Committee early 2022 on the Privacy Policy.	October 2021 Early 2022
11.2	Advertising of Amendments to Community Funding Policy	EDCBS	Administration to provide a report to Council as to how funds are allocated across Strategic Community Plan areas, specifically for funds that are being provided to community organisations. This can be done as part of the budget process. Administration has advertised this Policy and will be presented back to Council for adoption OCM February 2022	February 2022
12.1	Proposed Lease to Robertson Park Artists' Studio	EDIE	Present a condition and compliance assessment and high level costings for renewal / upgrades of the facilities at Halvorsen Hall and present to Council at the November 2021 Ordinary Council Meeting.	November 2021 Ordinary Council Meeting
27 July	/ 2021			
9.2	Draft Woodville Reserve Landscape Plan	EDSD	Community consultation will commence in August 2021	The results of consultation and a final recommended Landscape Plan proposed to be presented to Council for approval in late 2021.

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Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.3	Arts Rebound: Town Centre Artworks	EDSD	EOI was distributed on 21 July 2021.	EOI closed in September 2021. Shortlisting completed for each location. Appointment of preferred to occur in December 2021.
9.5	Britannia Reserve Development Plan	EDSD	Community consultation has commenced and will conclude in September 2021.	The results of consultation and a final recommended Concept Plan proposed to be presented to Council for approval in late 2021.
12.1	Results of Consultation - Barlee Street Car Park Options for Future Use	EMCSG	A further report is required to Council on potential public or shared spaces within Beaufort Street including the potential for trialling pedestrian spaces at Grosvenor Road or Barlee Street. Submitters notified of Council decision. Fee modified and signs updated.	November 2021
			Feasibility to be prepared for removal of signs and infrastructure.	
12.2	Repeal of Local Government Property Local Law 2008 and approval to advertise Local Government Property Local Law 2021	EMCSG	Local law to be advertised for public comment and presented back to Council.	Local law to be advertised for public comment and presented back to Council in November 2021.
18 May	2021		·	
10.2	Advertising of new/amended policy - Memorials in Public Places and Reserves (2.1.5)	EDIE	Deferred.	To come back to Council by December 2021.
10.3	Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites	EDIE	Projects will proceed as per Capital Works Program.	As per Capital Works Program.
12.3	Results of Consultation - Proposal for a Commercial Kiosk at Hyde Park	EMCSG	Reviewed tender submissions. Presentation to Council Workshop on options 31/08/2021	September 2021 November 2021
27 Apri	il 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	Relocation plan received from NMHS. Further 6 month extension request received from NMHS. CEO to approve and execute lease. Sale of car park land will be presented separately to a future Council meeting.	August 2021 September 2021 October 2021 Possibly mid/Late 2022 for car park land report.
23 Mar	ch 2021			
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	EDIE	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Further report will be provide to council on the progress and the	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report to be presented to Council in March 2023
12.6	Results of community consultation - Future use of 10 Monmouth Street, Mount Lawley	EDIE	community feedback. Sketch of the eco-zoning to be prepared in consultation with the community and presented to Council in early 2021/22.	Early 2021/22

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Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
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
15 Dec	ember 2020			
9.9	Review of Policy No. 4.1.22 - Prosecution and Enforcement	EDSD	Review presented to August Council Workshop. Draft policy proposed to be presented to Council for community consultation in late 2021.	July August 2021 December 2021
10.3	North Perth Traffic Report	EDIE	Implement a 12 month trial by extending the Fitzgerald street median island through the intersection.	Public consultation in February March April with report March May July 2021 OMC-
			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	27 August September 2021 OCM. Report delayed following public meeting requested by residents.
			measures. Present a further report at the conclusion of public consultation in March-May 2021 Inform the petitioners of the	Report withdrawn from September OMC to allow administration time to liaise with MRWA on the potential to access funding from the Urban Road Safety Program.
			Council's decision. Undertake traffic, speed and volume and data collection on Alma Road and present to council in March July-August 2021.	The report will be revised and re-presented to Council by March 2022 following advice from MRWA.
17 Nov	/ember 2020	1		
9.2	No. 305 (Lot: 4, D/P: 1602) Fitzgerald Street, West Perth - Change of Use from Warehouse to Recreation Private (Amendment to Approved) (Unauthorised Existing Development)	EDSD	Deferral to allow the applicant to arrange for an Acoustic Report to be prepared and submitted prior to consideration of the item at a future Council Meeting. Applicant is currently considering their options in how to progress the matter	During Late 2021
20 Oct	ober 2020			1
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	CEO	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months. Five RoWs completed. One pending.	Expected completion 31 December 2021. End of 2021/22 financial year. September 2021 Late 2021
15 Sep	tember 2020		· · ·	
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.	The next quarterly update will be provided to Council at its meeting in December 2021.

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Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
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. Administration is visiting all commercial premises.	Implementation review report to Council on the discontinuation of the commercial waste service will be provided six months after implementation.
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	EMCSG	The Joint Standing Committee has been advised of Council's decision. Public notice of the repeal of the amendment local law occurred in January 2021. The public comments proposed to be provided to Council in mid-late 2021.	A new local law is being drafted for Council's review in <del>mid September</del> late2021.
Counci	il Meeting – 28 July 2020			
12.7	Advertising of new Local Government Property Local Law 2020 and new Election Signs	CEO	Public notice to be provided commenced in August 2020. Minster for Local Government Presented to Council June 2021. Election Signs policy deferred until after election. Local Law Public Consulation closes end September 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. End of 2021 To Council November 2021
12.9	Advertising of amended Development on City Owned and Managed Land Policy	CEO	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.	Report to Council on outcomes of consultation by October 2020. Report to Council proposed for February/March Mid 2021 November 2021 for approval to advertise.
Counci	il Meeting – 7 April 2020			
12.3	Sale of miscellaneous portions of City Freehold Land	CEO	Community consultation in respect to Brentham Street conducted September 2021. Discussions to occur with Rosewood and Aranmore regarding future sale/lease of Brentham Steet parcel.	202 Vincent Street - Complete 150 Charles Street -Complete 10 Monmouth Street – Complete sale not proceeding Barlee Street carpark – complete 22 June 2021. Brentham Street – Council November 2021
Counci	il Meeting – 15 October 2019			
9.1	No. 51 (Lot: 192; D/P: 56091) Albert Street, North Perth – Proposed Alterations and Additions to the Club Premises and Change of Use from Club Premises to Club Premises and Child Care Premises and Licence for Use of Car Park at No. 160 Albert Street, North Perth	CEO	Car parking licence has been drafted and sent to applicant for review. Waiting on start date of childcare centre to be determined, as that will be commencement date of licence.	Waiting on applicant.
Counci	il Meeting – 23 July 2019			
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	EDSD	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to the COVID-19	The revised draft Policy will be presented to Council for consideration in the <del>2020/21</del> financial year.2021.

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Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			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.	· · ·
Counci	l Meeting – 30 April 2019		1	
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	CEO	Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties. Acquisition of Lot 66 on hold due to adverse possession claim. Resolution of adverse possession claim waiting on Landgate decision.	To be signed by 30 October 2020. Waiting on Landgate decision
Counci	il Meeting – 2 April 2019			
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. 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). Trading in Public Places Local Law will be redrafted <del>mid in June</del> late 2021.
Counci	il Meeting – 5 March 2019			
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.	Report now to be presented into 2021, as a result of project postponement due to COVID-19 Implementation now scheduled from October 2021. RFQ outcome to be discussed at 2 February Budget Workshop.
Counci	il Meeting – 27 June 2017		·	
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	EDSD	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration is preparing advice to the Minister for Planning and the Attorney General on WALGA's revised preferred model for Third Party Appeal Rights. This is scheduled to be sent in early late 20212020.
Counci	il Meeting – 30 May 2017			
12.5	Perth Parking Levy	EDIE	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy. State Government yet to release results of consultation.	Update scheduled to be provided in late 2021.
	l Meeting – 27 May 2014			
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.	September 2020. November 2020 Mid-Late 2021

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TITLE:	Council Workshop Agenda Items – October 2021
DIRECTORATE:	Chief Executive Officer

#### DETAILS:

### COUNCIL WORKSHOPS

#### 21 September 2021

- Presentation on Underground Power;
- Review of the City of Vincent Project Management Framework and Update of Strategic
- Projects 2021/22;
- Britannia North West Development Plan;
- Commercial Waste Project Update;
- Asset Management and Sustainability Strategy;
- Advertising of New/Amended Policy Memorials in Public Places and Reserves (2.1.5);
- Policy Document Register and Review Plan;
- Review of LPP 7.5.13 Percent for Art;
- Development of Arts Plan Overview;
- Governance Framework Review 2021;
- Special Needs Dental Clinic Lease; and
- Grant Funded Projects.

#### 31 August 2021

- Leederville Precinct Structure Plan and Frame Court Local Development Plan
- Signs and Advertising Policy
- Election Period Policy
- North Perth Traffic Calming
- Hyde Park Kiosk Proposal

#### 24 August 2021

- North Perth Common
- Beatty Park 2062 Heritage Hallway Options Paper
- Advocacy Agenda Q3 Update
- Sustainable Environment Strategy Implementation Plan Review and Progress Update
- New Animal Local Law
- Policy No. 4.1.22 Prosecution and Enforcement
- Beatty Park Leisure Centre Pool Upgrade Project Check in
- Review of City of Vincent Project Management Framework

#### [TRIM ID: D18/35574]

1.

#### 12.9 LEEDERVILLE GARDENS INC. - BOARD APPOINTMENTS

#### Attachments:

- CV Pina Christie Confidential
- 2. CV Jane Wedgwood Confidential
- 3. Leederville Gardens Inc. Board Member Selection Criteria 🗓 🛣
- 4. Rules of the Leederville Gardens Inc. 🕘 🛣

#### **RECOMMENDATION:**

That Council:

- 1. APPOINTS Ms Jane Wedgwood and Ms Pina Christie for a further three year term to the Board of Leederville Gardens Inc. commencing from 18 November 2021 and ending on 17 November 2024;
- 2. ENDORSES the Leederville Gardens Inc. Board Member Selection Criteria as contained in Attachment 3; and
- 3. REQUESTS the Chief Executive Officer (CEO) to commence the search and selection process for appointing a third Director to the Leederville Gardens Inc. Board.

#### PURPOSE OF REPORT:

To consider the re-appointment of Council-nominated members to serve on a voluntary basis on the Board of Leederville Gardens Inc. for a term of three years, and to initiate the search and selection process for a third Board Director.

## BACKGROUND:

The (then) City of Perth initiated the establishment of Leederville Gardens Inc. (the Association) in 1991 and construction of the Leederville Gardens Retirement Village in 1993. The Association's Constitution incorporated a strategic role for the City of Perth, which was subsequently transferred to the City of Vincent.

From the inception of the Association through to 2015, the three City appointed Board Members were Council Members, with the sitting Mayor appointed as the Chairperson. At the Ordinary Meeting of Council held on 22 September 2015, Council decided to seek nominations from members of the public to serve as Board members.

At its meeting 11 December 2018 Council consented to the new Rules of the Leederville Gardens Inc. as contained in **Attachment 4**.

### DETAILS:

The current City appointed Board members are Ms Jane Wedgwood and Ms Pina Christie, both appointed by Council at its meeting 13 November 2018. Their three (3) year terms expire 17 November 2021.

There is one (1) vacancy as a result of the earlier resignation of Mr Bradley Schrader from the Board.

The way Council nominees are appointed to the Board has changed with the new Rules of Association.

Part 4 – Board, Division 2 – Composition of Board and duties of Directors provides:

- 18. Appointment of community Directors by the City
- (2) The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:
  - (a) The City will use the selection criteria in its search and selection process.
  - (b) The City will provide a shortlist of potential appointees to the Board.
  - (c) The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.

- (d) The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.
- (3) Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.

In accordance with rule 18(3) the City has received advice from the Board that both Ms Wedgewood and Ms Christie have indicated their desire to continue as Directors and the Board has recommended the City reappoints both.

Administration believes that there is benefit in re-appointing Ms Wedgewood and Ms Christie to the Board as it will provide continuity to the strategic direction and decision making for the Village. It is also recognised that a substantial period is required to gain a good understanding of the retirement village industry, so consecutive terms are desirable.

The Rules of Association further notes:

14. Selection criteria

The Board will review the selection criteria every year and send any revisions to the City.

Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.

The City needs to agree to the revised selection criteria (Attachment 3) which will be the basis of pursuing the search and selection process in accordance with rule 18(2).

The recruitment criteria proposed by the Board stated that candidates should meet at least one of the following criteria:

Asset management	<ul> <li>Experience in asset planning and maintenance including:</li> <li>contract management</li> <li>operational management</li> <li>site development.</li> </ul>
Finance/Accounting	<ul> <li>Broad financial experience including:</li> <li>Knowledge of corporate finance and financial reporting</li> <li>The ability to understand the economics of the Village at ownership and operational levels.</li> </ul>
Grant writing/Fund raising	<ul> <li>Knowledge of developments, innovation and initiatives in the grants and fundraising industry</li> <li>Understanding of the legislation regulating fund raising in Western Australia</li> </ul>
Industry Knowledge - Retirement villages	<ul> <li>Experience with retirement villages including:</li> <li>Management</li> <li>Operations</li> <li>Funding</li> <li>Development.</li> </ul>
Experience with Not-for-profit organisations	<ul> <li>Experience operating in a not-for-profit environment</li> <li>Understanding of director's duties, including how to manage potential conflicts of interests.</li> </ul>
n addition, candidates shou	Id meet all the following attributes:

Diversity	The proposed director should add to the range and diversity of views, experience, age, skills, backgrounds and gender mix of the Board.
Independence	The proposed director should be an independent thinker and their personal and professional circumstances should not give rise to any conflict of interest.
Commitment	The proposed director must have adequate time to devote to the affairs of the village.

In

Genuine interest	The proposed director must have a genuine interest in the village and,
	preferably, should live or work in the local area.

Commercial common<br/>senseThe proposed director must be able to make decisions on a sensible and<br/>commercial basis.

It is proposed that the Council endorses the above selection criteria and request the CEO to undertake the search and selection process towards appointing a third Director to the Board.

### CONSULTATION/ADVERTISING:

The advertising and selection process will be undertaken across a variety of City platforms including, website, social media, recruitment sites, newspaper, etc.

#### LEGAL/POLICY:

The role of the Board is established in the Association's Constitution. Eligibility to be a member of the Board is governed by section 39 of the *Associations Incorporations Act 2015*, which states:

- 39. Persons who are not to be members of management committee
- (1) Subject to section 40, this section applies to the following persons
  - (a) a person who is, according to the Interpretation Act 1984 section 13D, a bankrupt or person whose affairs are under insolvency laws;
  - (b) a person who has been convicted, within or outside the State, of -
    - (i) an indictable offence in relation to the promotion, formation or management of a body corporate; or
    - (ii) an offence involving fraud or dishonesty punishable by imprisonment for a period of not less than 3 months; or
    - (iii) an offence under Division 3 or section 127.
- (2) A person to whom this section applies must not, without leave of the Commissioner, accept an appointment or act as a member of a management committee of an incorporated association.

Penalty: a fine of \$10 000.

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

Low: If Council appoints the two Board Members at its Ordinary Meeting on 16 November 2021, they will be available to attend the next scheduled Annual General meeting on 25 November 2021.

# STRATEGIC IMPLICATIONS:

In keeping with the City's Strategic Community Plan 2018-2028, the following Outcome states:

#### "<u>Connected Community</u>

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

## SUSTAINABILITY IMPLICATIONS:

Not applicable.

## FINANCIAL/BUDGET IMPLICATIONS:

Leederville Gardens Board Members are not remunerated. The City will incur the cost for advertising the vacancies and conducting the necessary Police, financial and other regulatory checks.



# BOARD MEMBER SELECTION CRITERIA

for appointment to the Board of Leederville Gardens Inc.

The candidate should meet at least one of the following criteria:

Asset management	<ul> <li>Experience in asset planning and maintenance including:</li> <li>contract management</li> <li>operational management</li> <li>site development</li> </ul>
Finance / Accounting	<ul> <li>Broad financial experience including:</li> <li>Knowledge of corporate finance and financial reporting</li> <li>The ability to understand the economics of the Village at ownership and operational levels.</li> </ul>
Grant writing / Fund raising	<ul> <li>Knowledge of developments, innovation and initiatives in the grants and fundraising industry</li> <li>Understanding of the legislation regulating fund raising in Western Australia</li> </ul>
Industry knowledge – Retirement villages	Experience with retirement villages including: <ul> <li>Management</li> <li>Operations</li> <li>Funding</li> <li>Development</li> </ul>
Experience with Not-for-profit organisations	<ul> <li>Experience operating in a not-for-profit environment</li> <li>Understanding of director's duties, including how to manage potential conflicts of interests</li> </ul>

The candidate should meet the majority of the following criteria:

Diversity	The proposed director should add to the range and diversity of
	views, experience, age, skills, backgrounds, and gender mix of the Board.
Independence	The proposed director should be an independent thinker and their personal and professional circumstances should not give rise to any conflict of interest.
Commitment	The proposed director must have adequate time to devote to the affairs of the village.
Genuine interest	The proposed director must have a genuine interest in the village and, preferably, should live or work in the local area.
Commercial commor sense	The proposed director must be able to make decisions on a sensible and commercial basis.

Rules - Approved by special majority at the special general meeting of the Association 7/12/2018 and approved by the City on 11/12/2018 (OMC item 13.2).

# LEEDERVILLE GARDENS INC

# PART 1 — PRELIMINARY

#### 1. Name

The name of the Association is Leederville Gardens Inc.

2. Terms used

In these rules, unless the contrary intention appears:

Act means the Associations Incorporation Act 2015;

Association means the incorporated association to which these rules apply;

**Board** means the management committee of the Association for the purposes of the Act, constituted in accordance with rule 13;

*Board meeting* means a meeting of the Board convened in accordance with Part 4 of Division 4 of these rules;

books, of the Association, includes the following:

- (a) a register;
- (b) financial records, financial statements or financial reports, however compiled, recorded or stored;
- (c) a document;
- (d) any other record of information;

whether in physical, electronic or digital form.

*Chair* means the person appointed in accordance with rule 22 to hold office as the Chair of the Association;

*chairperson* means the Chair, or Deputy Chair, or other person chairing a meeting in accordance with these rules;

City means the City of Vincent;

*Commissioner* means the person for the time being designated as the Commissioner under section 153 of the Act;

*community Director* means a person who is not a resident and who is appointed as a Director in accordance with rule 18 or 21;

Director means a member of the Board, constituted in accordance with rule 13, and:

financial records include:

- (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers;
- (b) documents of prime entry; and
- (c) working papers and other documents needed to explain:
  - (i) the methods by which financial statements are prepared; and
  - (ii) adjustments to be made in preparing financial statements;

financial report has the meaning given in section 63 of the Act;

*financial year*, of the Association, means the 12 month period commencing on 1 July and ending on 30 June the following year;

*general meeting*, of the Association, means a meeting of the Association that all members are entitled to receive notice of and to attend, including the annual general meeting of the Association;

*Management Committee* means the management committee of Leederville Gardens Residents' Association (Inc.);

*member* means a person who is a member of the Association in accordance with rule 5;

office holder means a person holding office in accordance with rule 13(2);

*register of members* means the register of members referred to in section 53 of the Act;

*resident* means a person who is a resident of the village under a lease granted to that person by the Association, for a term expiring at the end of the person's lifetime;

*resident Director* means a resident who is elected as a Director in accordance with rule 19;

*rules* means these rules of the Association, as in force for the time being;

**Secretary** means the person holding office as the Secretary of the Association, appointed in accordance with rule 16;

*special general meeting* means a general meeting of the Association other than the annual general meeting;

*selection criteria* means the selection criteria developed by the Board and approved by the City in accordance with rule 14 for the search for and selection of community Directors based on what the Board considers to be the relevant skills, experience and attributes for the Board;

*special resolution* means a resolution passed by the members at a general meeting in accordance with section 51 of the Act;

subcommittee means a subcommittee appointed by the Board under rule 36;

*Treasurer* means the person holding office as the Treasurer of the Association, appointed in accordance with rule 17;

*village* means Leederville Gardens retirement village, which is owned and managed by the Association.

# PART 2 — OBJECTS

#### 3. Objects

The objects of the Association shall be:

- (1) To provide independent living accommodation under a retirement village scheme in Western Australia through housing that is suitable for residents as they age;
- (2) To provide a safe and healthy living environment which offers a high quality of life for residents as they age through the provision of homes, accommodation, facilities and related services;
- (3) To provide care and support for the ageing and the aged;
- (4) To provide a range of social, recreational and health and wellbeing services for residents (and the wider aged community where appropriate);
- (5) To provide or facilitate in-home care and other services for residents where necessary, including personal care services, housekeeping services and meals;
- (6) To work with other organisations, local authorities, and the State and Federal Governments to develop policies and programs that promote the well-being of residents;
- (7) To preserve and improve the financial strength of the Association;
- (8) To maintain and improve the village for the benefit of current and future residents;
- (9) To act in a manner consistent with that of a charitable institution.
- (10)To do all such things that are incidental or conducive to the attainment of any or all of the above objects.

#### 4. Not-for-profit body

The property and income of the Association must be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member, except in good faith in the promotion of those objects or purposes, and subject always to any additional limitations applying by virtue of these rules and/or the Act.

# PART 3 — MEMBERS

# **Division 1 — Membership**

#### 5. Membership

The Association's members shall comprise:

- (1) Any person who is a resident.
- (2) The Directors.
- 6. When membership commences

A person's membership commences when:

- (a) In the case of a person who is a resident, the date they become a resident.
- (b) In the case of a person who is a community Director, the date their term of office commences.

#### 7. When membership ceases

- (1) A person ceases to be a member when any of the following takes place:
  - (a) the person dies;
  - (b) for a member who is a resident, the person ceases to be a resident; or
  - (c) for a member who is a community Director, the person ceases to be a Director.
- (2) The Secretary must keep a record, for at least one year after a person ceases to be a member, of:
  - (a) the date on which the person ceased to be a member; and
  - (b) the reason that the person ceased to be a member.

#### 8. Rights not transferable

The rights of a member are not transferable and end when membership ceases.

9. Membership fees

The Association shall not charge or levy any membership fees.

# **Division 2** — **Register of members**

#### 10. Register of members

- (1) The Secretary, or another person authorised by the Board, is responsible for the requirements imposed on the Association under section 53 of the Act to maintain the register of members and record in that register any change in the membership of the Association.
- (2) In addition to the matters referred to in section 53(2) of the Act, the register of members must include the date on which each member becomes a member.
- (3) The register of members must be kept at a secure location at the village, or at another place determined by the Board, and may be kept in a digital form.
- (4) A member who wishes to inspect the register of members must contact the Secretary to make the necessary arrangements.
- (5) If:
- (a) a member inspecting the register of members wishes to make a copy of, or take an extract from, the register under section 54(2) of the Act; or
- (b) a member makes a written request under section 56(1) of the Act to be provided with a copy of the register of members,

the Board may require the member to provide a statutory declaration setting out the purpose for which the copy or extract is required and declaring that the purpose is connected with the affairs of the Association.

# **Division 3**—**Disputes and mediation**

#### **11.** Procedure for dealing with disputes

- (1) The procedure set out in this clause applies to disputes relating to the operation and management of the Association, between:
  - (a) members; or
  - (b) a member, and the Association or the Board.

It does not apply to:

- (a) disputes between Directors;
- (b) matters in respect of which dispute resolution procedures are available under the Retirement Villages Act 1992 (WA) or the code of practice prescribed for retirement villages under the Fair Trading Act 2010 (WA) from time to time.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

- (3) If the parties are unable to resolve the dispute by the end of the 14 day period described in rule 11(2), the parties must, within a further 10 days, hold a meeting in the presence of a mediator and in good faith attempt to settle the dispute by mediation.
- (4) The mediator must:
  - (a) be a person chosen by agreement between the parties; or
  - (b) if unable to be agreed between the parties, be:
    - in the case of a dispute between a member and another member, a person appointed by the Board;
    - (ii) in the case of any other dispute, a person nominated by the City.
- (5) A member may be appointed as a mediator under rule 11(4).
- (6) The mediator, in conducting the mediation, must:
  - (a) give the parties to the mediation process every opportunity to be heard;
  - (b) allow due consideration by all parties of any written statement;
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process; and
  - (d) not determine the dispute.
- (7) The mediation must be confidential and without prejudice.
- (8) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

# PART 4 — BOARD

## **Division 1** — Powers of Board

#### 12. Board

- (1) The Board shall have and shall exercise the sole control, direction and management of the Association.
- (2) Subject to the Act and these rules, the Board has power to do all things necessary or convenient to be done for the proper management of the affairs of the Association.
- (3) The Board must take all reasonable steps to ensure that the Association complies with the Act and these rules.

# **Division 2 — Composition of Board and duties of Directors**

#### 13. Directors and office holders

- (1) The Board shall, subject to rule 13(4), comprise up to:
  - (a) three community Directors appointed by the City under rule 18;
  - (b) two resident Directors elected by the members under rule 19; and
  - (c) one community Director elected by the members under rule 21.
- (2) The office holders of the Association are:
  - (a) the Chair, who must be a Director;
  - (b) the Deputy Chair, who must be a Director;
  - (c) the Secretary;
  - (d) the Treasurer; and
  - (e) any other person the Board formally designates as an office holder to perform a function other than the above.
- (3) If persons other than Directors are appointed to the role of the office holders described in paragraph (2)(c) to (2)(e), those officeholders may be paid a fee agreed by the Board, subject to these rules and the Act.
- (4) This rule 13:
  - (a) shall apply when Board vacancies arise from time to time following the commencement of the rule; and
  - (b) does not affect the validity of the election or appointment of any Director prior to commencement of these rules.

#### 14. Selection criteria

- (1) The Board will review the selection criteria every year and send any revisions to the City.
- (2) Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.

#### 15. Chair and Deputy Chair

- (1) It is the duty of the Chair to consult with the Secretary regarding the business to be conducted at each Board meeting and general meeting.
- (2) The Chair has the powers and duties relating to:
  - (a) convening and presiding at Board meetings and presiding at general meetings, as provided for in these rules; and
  - (b) such other powers and duties as may be given to the Chair under these rules or by the Board from time to time.
- (3) If the Chair is absent from a meeting or on leave, the Deputy Chair shall assume the powers and duties of the Chair described above.

#### 16. Secretary

- (1) The Secretary is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Secretary has the following duties:
  - (a) Advising the Board on governance matters;
  - (b) coordinating the induction of new Directors;
  - (c) dealing with the Association's correspondence;
  - (d) consulting with the Chair regarding the business to be conducted at each Board meeting and general meeting;
  - (e) preparing the notices required for meetings and for the business to be conducted at meetings;
  - (f) maintaining on behalf of the Association the register of members, and recording in the register any changes in the membership, as required under section 53(1) of the Act;
  - (g) maintaining on behalf of the Association an up-to-date copy of these rules, as required under section 35(1) of the Act;
  - (h) maintaining on behalf of the Association a record of Board members and office holders, as required under section 58(2) of the Act;

- ensuring the safe custody of the books of the Association, other than the financial records, financial statements and financial reports, as applicable to the Association;
- (j) maintaining full and accurate minutes of Board meetings and general meetings;
- (k) monitoring and advising the Board on compliance with relevant legislation, standards of practice and policies and procedures;
- (I) facilitating the appointment and reappointment of Board members;
- (m) carrying out any other duty given to the Secretary under these rules or by the Board.
- (3) The duties of the Secretary may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

#### 17. Treasurer

- (1) The Treasurer is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Treasurer has the following duties:
  - (a) ensuring that any amounts payable to the Association are collected and issuing receipts for those amounts in the Association's name;
  - (b) ensuring that any amounts paid to the Association are credited to the appropriate account of the Association, as directed by the Board;
  - (c) ensuring that any payments made by the Association have been authorised by the Board or at a general meeting;
  - ensuring that the Association complies with the relevant requirements of Part 5 of the Act;
  - (e) ensuring the safe custody of the Association's financial records, financial statements and financial reports, as applicable to the Association;
  - (f) coordinating the preparation of the Association's financial report before its submission to the Association's annual general meeting;
  - (g) providing any assistance required by an auditor conducting an audit of the Association's financial report under Part 5 Division 5 of the Act;
  - (h) carrying out any other duty given to the Treasurer under these rules or by the Board.
- (3) The duties of the Treasurer may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

# **Division 3 — Appointment of Directors and tenure of office**

#### 18. Appointment of community Directors by the City

- (1) The Secretary will give the City at least 90 days' notice of the expiry of the term of office of each community Director appointed by the City.
- (2) The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:
  - (a) The City will use the selection criteria in its search and selection process.
  - (b) The City will provide a shortlist of potential appointees to the Board.
  - (c) The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.
  - (d) The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.
- (3) Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.

#### 19. Nomination of resident Directors

- (1) When a current resident Director's term is due to expire at the next annual general meeting, the Secretary must give all members at least 42 days' notice before the annual general meeting by sending them a written notice:
  - (a) calling for nominations for election as a resident Director; and
  - (b) stating the date by which nominations must be received by the Secretary to comply with subrule (2).
- (2) A member who wishes to be considered for election as a resident Director at the annual general meeting must nominate for election by sending written notice of the nomination to the Secretary at least 28 days before the annual general meeting.
- (3) The written notice must be seconded by another member in support of the nomination.

#### 20. Election of resident Directors

- (1) If the number of members nominating for the position of resident Director at a general meeting is not greater than the number of positions to be elected, the chairperson of the meeting must declare the member or members so nominating to be elected to the position.
- (2) If the number of members nominating for the position of resident Director is greater than the number of vacancies, the members at the meeting must vote in accordance with procedures that have been determined by the Board to decide the members who are to be elected to the position of resident Director.

#### 21. Election of community Directors by the members

- (1) The Secretary must give the Board and the Management Committee at least 90 days' notice of the expiry of the term of office of a community Director who was elected by the members.
- (2) The Board and the Management Committee will agree a process for identifying and selecting an appropriate person to be elected as the community Director.
- (3) The process will take into account the selection criteria.
- (4) If the Board and the Management Committee agree on a person, they will jointly recommend that person to the annual general meeting for election.
- (5) If the Board and the Management Committee do not agree on the person to be nominated for the role, they may each nominate a person to the annual general meeting for election.
- (6) If the annual general meeting does not elect a community Director under subrules (4) or (5), there shall be a casual vacancy for that role which may be filled by the Board under rule 25 only if the Management Committee agrees to the appointment.

#### 22. Appointment of Chair and Deputy Chair

- (1) The Board shall at its first meeting following every annual general meeting appoint a Chair from among the 3 community Directors appointed by the City, and a Deputy Chair from among any of the Directors who are not appointed as Chair.
- (2) The Chair and Deputy Chair shall hold those offices until the first Board meeting held after the next annual general meeting, at which time they shall be eligible for reappointment if they continue to satisfy the criteria in rule 22(1) and confirm their willingness to be reappointed.
- (3) A Director seeking to be appointed Chair or Deputy Chair shall not preside at the meeting at which the appointment is to be made until the appointment has been made.

#### 23. Term of office

- (1) The term of office of a Director begins:
  - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment or, if no date is specified, from the later of:
    - (i) the date of the meeting at which they were appointed; and
    - the day following the final day of the term of office of the Director they are replacing;
  - (b) in the case of a Director who is elected at a general meeting, from the date of that meeting; or
  - (c) in the case of a Director who is appointed by the Board to fill a casual vacancy under rule 25, from the date specified at the time of appointment or, if no date is specified, from the date of the meeting at which they were appointed.
- (2) The term of office of a Director ends:
  - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment which shall not be more than 3 years from the date of appointment or, if no date is specified, 3 years from at the date of appointment; or
  - (b) in the case of a resident Director or a community Director elected at a general meeting, at the third annual general meeting held after the date of their appointment.
- (3) A Director may be reappointed or re-elected for a further term, provided that a person shall not be eligible to serve as a Director for a total period of more than 9 years.

#### 24. Resignation, cessation and removal from office

- (1) A person ceases to be a Director if that person:
  - (a) dies;
  - (b) in the case of a resident Director, ceases to be a resident;
  - (c) resigns from the Board by written notice given to the Secretary or, if the resigning member is the Secretary, given to the Chair;
  - (d) is removed from office under these rules;
  - (e) becomes ineligible to accept an appointment or act as a Director under these rules or section 39 of the Act;
  - (f) becomes permanently unable to act as a Director because of a mental or physical disability; or

- (g) fails to attend in person 3 consecutive Board meetings, of which the Director had been given notice, without leave previously granted by a resolution of the Board.
- (2) For the purpose of rule 24(1) a resignation takes effect:
  - (a) when the notice is received by the Secretary or Chair; or
  - (b) if a later time is stated in the notice, at the later time.
- (3) At a general meeting, the Association may by resolution:
  - (a) remove from office a Director who was elected at a general meeting or appointed to fill a casual vacancy under rule 25; and
  - (b) elect a person who is eligible to fill the vacant position.
- (4) The Board may, by resolution of 4 or more Directors passed in accordance with these rules, remove a person from being a Director if that person:
  - (a) is unwilling to act as a Director;
  - (b) breaches the Board's code of conduct; or
  - (c) behaves in a manner that brings the Association into disrepute.
- (5) When the Board removes a Director under subrule (4), it shall inform:
  - (a) the City, in the case a community Director appointed by the City; and
  - (b) the Management Committee, in the case of a Director elected at a general meeting.

#### 25. Filling casual vacancies

- (1) If a position of Director falls or remains vacant for any reason and:
  - (a) in the case of a community Director appointed by the City, the City has not appointed a person to fill that position; or
  - (b) in the case of a resident Director or a community Director elected at a general meeting, a person was not elected to that position at an annual general meeting,

then the Board may appoint a person to that position.

- (2) The person appointed under this rule:
  - (a) in the case of a community Director, must be a person who is not a resident; and
  - (b) in the case of a resident Director, should preferably be a resident.
- (3) When making an appointment to fill a casual vacancy, the Board shall take into consideration:

- (a) in the case of a community Director, the selection criteria; and
- (b) in the case of a resident Director, the views of the Management Committee.
- (4) The term of office of the person so appointed will run until:
  - in the case of a community Director appointed by the City, until the City makes an appointment under rule 18, provided that the term of office shall not exceed 3 years;
  - (b) in the case of a resident Director or a community Director elected at a general meeting, until the next annual general meeting.
- (5) If there are fewer than 4 current Directors, the Board shall be deemed to have a quorum for the purpose of appointing Board members under this rule.

## 26. Validity of acts

The acts of the Board or a subcommittee, or of a Director or member of a subcommittee, are valid despite any defect that may afterwards be discovered in the election, appointment or qualification of a Director or member of a subcommittee.

#### 27. Payments to Directors and subcommittee members

- (1) A Director or a member of any subcommittee is entitled to be paid out of the funds of the Association only if:
  - (a) the payment is for any out-of-pocket expenses for travel and accommodation in connection with the performance of the Director's functions; or
  - (b) the payment is authorised by resolution at a general meeting on the basis that the payment is:
    - reimbursement for an expense not referred to in rule 27(1)(a), that has been properly incurred in connection with the Association's business; or
    - (ii) a fee or allowance for the Director or subcommittee member's work not exceeding reasonable market rates for that work.

# **Division 4** — **Board meetings**

#### 28. Board meetings

- (1) The Board must hold Board meetings at least 6 times in each year on the dates and at the times and places determined by the Board.
- (2) Special Board meetings may be convened by the Chair or any 2 Directors.
- (3) The President of Leederville Gardens Residents' Association Inc. and other members of the Management Committee may be invited to attend Board meetings in the capacity of an ex-officio member with no voting rights.

#### 29. Notice of Board meetings

- (1) Notice of each Board meeting must be given to each Director at least 48 hours before the time of the meeting.
- (2) The Directors may unanimously agree to shorter notice of a Board meeting.
- (3) The notice must state the date, time and place of the meeting and must describe the general nature of the business to be conducted at the meeting.
- (4) The only business that may be conducted at the meeting is the business described in the notice unless the Directors at the meeting unanimously agree to deal with other business.

#### 30. Procedure and order of business

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each Board meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) The procedure to be followed at a Board meeting shall be determined from time to time by the Board.
- (4) The order of business at a Board meeting shall be determined by the Directors at the meeting.

#### 31. Use of technology to be present at Board meetings

- (1) The Board may allow a Director to attend a Board meeting by telephone or other means of instantaneous communication.
- (2) A Director who participates in a Board meeting under subrule (1) is taken to be present at the meeting and, if the Director votes at the meeting, the Director is taken to have voted in person, subject to rule 31(3).
- (3) A Director who attends a Board meeting in the above manner is not taken to be in attendance in person for the purpose of rule 24(1)(g).

#### 32. Resolutions by email

- (1) With the approval of the Chair, urgent matters may be dealt with by proposed resolutions sent by the Secretary or by or on behalf of the Chair by email or other electronic communication to all Directors.
- (2) If any 2 Directors request that the matter be deferred for consideration at a Board meeting, consideration of the resolutions shall be deferred until the next Board meeting.
- (3) Subject to subrule (2), a resolution sent by email or other electronic communication shall be considered carried when:
  - (a) 5 or more Directors agree to it within 72 hours of the sending of the proposed resolution; or
  - (b) 4 Directors agree to it within the 72 hour period and 72 hours have elapsed since the proposed resolution was sent.

#### 33. Quorum for Board meetings

- (1) Subject to subrule (4), the quorum for every Board meeting shall be 4 Directors.
- (2) Subject to subrule (4), no business is to be conducted at a Board meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a Board meeting:
  - (a) in the case of a special meeting, the meeting lapses; or
  - (b) otherwise, the meeting is adjourned to another place, date and time determined by the Chair chairperson?.
- (4) If:
- (a) a quorum is not present within 30 minutes after the commencement time of a Board meeting held under subrule (3)(b); and
- (b) at least 2 Board members are present at the meeting,

those members present are taken to constitute a quorum.

#### 34. Voting at Board meetings

- (1) All decisions at Board meeting shall be made by consensus.
- (2) If a consensus cannot be reached on an item of business, the Chair shall put the item to the vote.
- (3) Each Director present at a Board meeting shall have one vote, and the item shall be carried if:
  - (a) a majority of Directors present vote in favour of the item; or
  - (b) if the votes are divided equally, the chairperson of the meeting who shall have a second or casting vote votes in favour of the item.

#### 35. Minutes of Board meetings

- (1) The Board must ensure that minutes are taken and kept of each Board meeting.
- (2) The minutes must record the following:
  - (a) the names of the Directors and any other persons present at the meeting;
  - (b) the business considered at the meeting;
  - (c) every decision that was made at the meeting.
- (3) The minutes of a Board meeting must be entered in the Association's minute book within 30 days after the meeting is held and submitted to the subsequent Board meeting for approval by the Board.
- (4) The Chair must ensure that the minutes of a Board meeting are reviewed and confirmed at the subsequent Board meeting and signed as correct by:
  - (a) the chairperson of the meeting to which the minutes relate; or
  - (b) the chairperson of the next Board meeting.
- (5) When the minutes of a Board meeting have been signed as correct they are, until the contrary is proved, evidence that:
  - (a) the meeting to which the minutes relate was duly convened and held;
  - (b) the matters recorded as having taken place at the meeting took place as recorded; and
  - (c) any appointment purportedly made at the meeting was validly made.

# **Division 5** — **Subcommittees and Delegation**

#### 36. Subcommittees

- (1) To help the Board in the conduct of the Association's business, the Board may appoint one or more subcommittees.
- (2) A subcommittee may consist of such people, whether or not Directors, as the Board considers appropriate.

#### 37. Delegation

(1) In this rule:

*non-delegable duty* means a duty imposed on the Board by the Act or another written law.

- (2) The Board may delegate to a subcommittee or any person the exercise of any power or the performance of any duty of the Board other than:
  - (a) the power to delegate; or
  - (b) a non-delegable duty.
- (3) A power or duty, the exercise or performance of which has been delegated to a subcommittee or a person under this rule, may be exercised or performed by the subcommittee or person in accordance with the terms of the delegation.
- (4) The delegation may be made subject to any conditions, qualifications, limitations or exceptions that the Board specifies in the document or Board resolution by which the delegation is made.
- (5) The delegation does not prevent the Board from exercising or performing at any time the power or duty delegated.
- (6) Any act or thing done by a subcommittee or a person under the delegation has the same force and effect as if it had been done by the Board.
- (7) The Board may amend or revoke any delegation.

# PART 5 — GENERAL MEETINGS OF ASSOCIATION

#### 38. Annual general meeting

- (1) The Board must determine the date, time and place of the annual general meeting, which shall be held on or before 30 November each year.
- (2) The ordinary business of the annual general meeting shall be:
  - to confirm the minutes of the previous annual general meeting and of any special general meeting held since then if the minutes of those meetings have not yet been confirmed;
  - (b) to receive and consider:
    - the Board's annual report on the Association's activities during the preceding financial year;
    - (ii) the financial report of the Association for the preceding financial year presented under Part 5 of the Act; and
    - (iii) a copy of the auditor's report on the financial report;
  - (c) if applicable, to elect resident Directors; and
  - (d) if applicable, to appoint or remove an auditor of the Association in accordance with the Act.
- (3) Any other business of which notice has been given in accordance with these rules may be conducted at the annual general meeting.

#### 39. Special general meetings

- (1) The Board may convene a special general meeting.
- (2) The Board must convene a special general meeting if at least 20% of the members require a special general meeting to be convened.
- (3) The members requiring a special general meeting to be convened must:
  - (a) make the requirement by written notice given to the Secretary;
  - (b) state in the notice the business to be considered at the meeting; and
  - (c) each sign the notice.
- (4) The special general meeting must be convened within 28 days after notice is given under subrule (3)(a).
- (5) If the Board does not convene a special general meeting within that 28 day period, the members requiring the special general meeting (or any of them) may convene the special general meeting.

- (6) A special general meeting convened by members under subrule (5):
  - (a) must be held within 3 months after the date the original requirement was made; and
  - (b) may only consider the business stated in the notice by which the requirement was made.
- (7) The Association must reimburse any reasonable expenses incurred by the members convening a special general meeting under subrule (5).

#### 40. Notice of general meetings

- (1) The Secretary or, in the case of a special general meeting convened under rule 39, the members convening the meeting, must give to each member:
  - (a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the meeting; or
  - (b) at least 14 days' notice of a general meeting in any other case.
- (2) The notice must:
  - (a) specify the date, time and place of the meeting;
  - (b) indicate the general nature of each item of business to be considered at the meeting;
  - (c) if the meeting is the annual general meeting, include the names of the people who have nominated for election as Director under rule 20(2);
  - (d) if a special resolution is proposed:
    - set out the wording of the proposed resolution as required by section 51(4) of the Act;
    - state that the resolution is intended to be proposed as a special resolution; and
    - (iii) comply with rule 41(5); and
  - (e) state each member's right to attend and vote at the meeting.

#### 41. Proxies

- (1) Subject to subrule (2), a member may appoint the Chair or another member as their proxy to vote and speak on their behalf at a general meeting.
- (2) A member other than the Chair may not be appointed the proxy for more than 5 other members.
- (3) The appointment of a proxy must be in writing and signed by the member making the appointment.
- (4) If the Board has approved a form for the appointment of a proxy, the member may use that form or any other form:

- (a) that clearly identifies the person appointed as the member's proxy; and
- (b) that has been signed by the member making the appointment.
- (5) Notice of a general meeting given to a member under rule 40 must:
  - (a) state that the member may appoint an individual who is a member as a proxy for the meeting; and
  - (b) include a copy of any form that the Board has approved for the appointment of a proxy.
- (6) A form appointing a proxy must be given or sent electronically to the Secretary before the commencement of the general meeting for which the proxy is appointed.
- (7) The Chair shall announce the proxies that have been received by the Secretary under subrule (6) at the commencement of the general meeting for which the proxies have been appointed.

#### 42. Presiding member at general meetings

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each general meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a general meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) If no Directors are present at the general meeting or willing to act as chairperson of the meeting, the meeting shall elect a chairperson from the members in attendance.

#### 43. Quorum for general meetings

- (1) The quorum for a general meeting shall be the lesser of:
  - (a) 20% of all members, and
  - (b) 20 members,

present in person or by proxy.

- (2) No business is to be conducted at a general meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a general meeting:
  - (a) in the case of a special general meeting, the meeting lapses; or
  - (b) in the case of the annual general meeting, the meeting is adjourned to:
    - (i) the same time and day in the following week; and
      - (ii) the same place, unless the Chair:
        - (A) specifies another place at the time of the adjournment; or
        - (B) causes written notice of another place to be given to the members before the day to which the meeting is adjourned.
- (4) If:
- (a) a quorum is not present within 30 minutes after the commencement time of an annual general meeting held under subrule (3)(b); and

(b) at least 2 members are present at the meeting,

those members present are taken to constitute a quorum.

#### 44. Adjournment of a general meeting

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of a majority of the members present at the meeting, adjourn the meeting to another time at either the same place or at another place.
- (2) Without limiting subrule (1), a meeting may be adjourned:
  - (a) if there is insufficient time to deal with the business at hand; or
  - (b) to give the members more time to consider an item of business.
- (3) No business may be conducted on the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- (4) Notice of the adjournment of a meeting under this rule is not required unless the meeting is adjourned for 14 days or more, in which case notice of the meeting must be given in accordance with rule 40.

#### 45. Voting at general meetings

- (1) On any question arising at a general meeting:
  - (a) subject to subrule (3), each member has one vote; and
  - (b) members may vote personally or by proxy.
- (2) Except in the case of a special resolution, a motion is carried if a majority of the members present at a general meeting in person or by proxy vote in favour of the motion.
- (3) If votes are divided equally on a question, the chairperson of the meeting has a second or casting vote.

#### 46. When special resolutions are required

- (1) A special resolution is required if it is proposed at a general meeting:
  - (a) to amalgamate the Association with another body;
  - (b) to request the Commissioner to apply to the State Administrative Tribunal under section 109 of the Act for the appointment of a statutory manager;
  - (c) to make any alteration to these rules; or
  - (d) any matter required to be put to a special resolution by the Act.
- (2) Subrule (1) does not limit the matters in relation to which a special resolution may be proposed.

#### 47. Determining whether resolution carried

(1) In this rule:

*poll* means the process of counting the votes, including proxies, that is conducted by counting hands, bodies or written voting papers.

- (2) Subject to subrule (4), the chairperson of a general meeting may, on the basis of general agreement or disagreement or by a show of hands, declare that a resolution has been:
  - (a) carried; or
  - (b) carried unanimously; or
  - (c) carried by a particular majority; or
  - (d) lost.
- (3) If the resolution is a special resolution, the declaration under subrule (2) must identify the resolution as a special resolution.
- (4) If a poll is demanded on any question by the chairperson of the meeting or by at least 3 members present in person or by proxy:
  - (a) the poll must be taken at the meeting in the manner determined by the Chair;
  - (b) the Chair must declare the determination of the resolution on the basis of the poll.
- (5) A declaration under subrule (2) or (4) must be entered in the minutes of the meeting, and the entry is, without proof of the voting in relation to the resolution, evidence of how the resolution was determined.

#### 48. Minutes of general meeting

- (1) The Secretary, or a person authorised by the Board from time to time, must take and keep minutes of each general meeting.
- (2) The minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- (3) In addition, the minutes of each annual general meeting must record:
  - (a) the names of the members attending the meeting;
  - (b) any proxy forms announced by the chairperson of the meeting under rule 41(7);
  - (c) the financial statements or financial report presented at the meeting, as referred to in rule 50(1); and
  - (d) any report of the review or auditor's report on the financial report presented at the meeting, as referred to in rule 50(2)(d).

- (4) The minutes of a general meeting must be entered in the Association's minute book within 30 days after the meeting is held.
- (5) The chairperson of a general meeting must ensure that the minutes of the previous general meeting are considered by the general meeting, put to the meeting for adoption and, following adoption by the meeting, signed as correct by:
  - (a) the chairperson of the meeting to which they relate; or
  - (b) the chairperson of the general meeting at which they are adopted.
- (6) Where the general meeting is the annual general meeting, the minutes are to be considered and adopted by the next annual general meeting.
- (7) When the minutes of a general meeting have been signed as correct they are, in the absence of evidence to the contrary, taken to be proof that:
  - (a) the meeting to which the minutes relate was duly convened and held; and
  - (b) the matters recorded as having taken place at the meeting took place as recorded; and
  - (c) any election or appointment purportedly made at the meeting was validly made.

# PART 6 — FINANCIAL MATTERS

#### 49. Control of funds

- (1) The Board will have control of the Association's funds and assets and may:
  - (a) Open bank accounts in the name of the Association
  - (b) approve expenditure on behalf of the Association; and
  - (c) delegate responsibility for management of the Association's funds to a subcommittee or a person.
- (2) The Board shall adopt policies, with appropriate authorisations and delegations, for the prudent management and oversight of the receipt and disbursement of its funds.

#### 50. Financial statements and financial reports

- (1) For each financial year, the Board must ensure that the requirements imposed on the Association under Part 5 of the Act relating to the financial statements or financial report of the Association are met.
- (2) Without limiting subrule (1), those requirements include:
  - (a) the preparation of the financial report; and
  - (b) the auditing of the financial report; and
  - (c) the presentation to the annual general meeting of the financial report; and
  - (d) the presentation to the annual general meeting of the copy of the auditor's report on the financial statements.

### 51. Accumulated operating surplus

- (1) In this clause:
  - (a) accumulated operating surplus means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.
  - (b) **base amount** means in respect of a given financial year that amount which is calculated from the formula –

$$1,000,000 \ x \ \frac{CPI - N}{CPI - O}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30 June in that given financial year.

#### PROVIDED:

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (c) References to the *Income Tax Assessment Act* are to be read as references to the *Income Tax Assessment Act 1936* (Cth) subject to the amendment, repeal and replacement of that legislation from time to time.
- (2) Within five months after the end of each financial year the Association's auditor shall certify to the Board the accumulated operating surplus and the base amount.
- (3) If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the City to be deposited by the City in a Particular Trust Account and disbursements therefrom shall only be made to public benevolent institutions which are located within the municipality of the City.

(a)

- (4) If no organisation exists which satisfies the requirements set out in subrule (3) the City may transfer the excess to one or any of those organisations which:
  - (a) are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and

(b) are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in rule 38(2)(b)(iii).

# PART 7 — GENERAL MATTERS

#### 52. Executing documents and common seal

- (1) The Association shall not have a common seal.
- (2) The Association may execute a document if the document is signed by:
  - (a) 2 Directors;
  - (b) 1 Director and the Secretary; or
  - (c) 1 Director and a person authorised by the Board.

#### 53. Policies

- (1) The Board may adopt policies to assist its oversight and control of the Association.
- (2) The policies:
  - (a) will guide the Board, but the Board will not be bound to follow any policy; and
  - (b) will be binding on every subcommittee and every person to which the policy is expressed to apply.
- (3) The Board will adopt a Code of Conduct that will apply to the Directors, office holders and employees of the Association.

#### 54. Giving notices to members

- (1) In this rule, recorded means recorded in the register of members.
- (2) A notice or other document that is to be given to a member under these rules is taken not to have been given to the member unless it is in writing and:
  - (a) delivered by hand to the recorded address of the member;
  - (b) sent by prepaid post to the recorded postal address of the member; or
  - (c) sent by facsimile or electronic transmission to the member's recorded facsimile number or electronic address.

#### 55. Custody of books and securities

(1) Subject to subrule (2), the books and any securities of the Association must be kept in the Secretary's custody or under the Secretary's control in accordance with rule 16.

- (2) The financial records and, as applicable, the financial statements or financial reports of the Association must be kept in the Treasurer's custody or under the Treasurer's control in accordance with clause 17.
- (3) Subrules (1) and (2) have effect except as otherwise decided by the Board.
- (4) The books of the Association must be retained for at least 7 years.

#### 56. Record of office holders

The record of Directors and other persons authorised to act on behalf of the Association that is required to be maintained under section 58(2) of the Act must be kept in the Secretary's custody or under the Secretary's control.

#### 57. Inspection of records and documents

- (1) Subrule (2) applies to a member who wants to inspect:
  - (a) the register of members under section 54(1) of the Act;
  - (b) the record of the names and addresses of Directors and other persons authorised to act on behalf of the Association, under section 58(2) of the Act; or
  - (c) any other record or document of the association.
- (2) The member must contact the Secretary to make the necessary arrangements for the inspection.
- (3) The inspection must be free of charge.
- (4) If the member wants to inspect a document that records the minutes of a Board meeting, the right to inspect that document is subject to any decision the Board has made about minutes of Board meetings generally, or the minutes of a specific Board meeting, being available for inspection by members.
- (5) The member may make a copy of or take an extract from a record or document referred to in subrule (1)(c) but does not have a right to remove the record or document for that purpose.
- (6) The member must not use or disclose information in a record or document referred to in subrule (1)(c) except for a purpose:
  - (a) that is directly connected with the affairs of the Association; or
  - (b) that is related to complying with a requirement of the Act.
- (7) The Board may adopt policies to protect confidential, personal and commercially sensitive information in books, records, registers, minutes and documents that limit the access of members and other persons to those books, records, registers, minutes and documents.

# 58. Distribution of surplus property on cancellation of incorporation or winding up

(1) In this rule:

*surplus property*, in relation to the Association, means property remaining after satisfaction of:

- (a) the debts and liabilities of the Association; and
- (b) the costs, charges and expenses of winding up or cancelling the incorporation of the Association,

but does not include books relating to the management of the Association.

- (2) On the cancellation of the incorporation or the winding up of the Association, its surplus property must be distributed as determined by special resolution to an entity that:
  - (a) has objectives and activities similar to those of the Association; and
  - (b) satisfies section 24(1) of the Act;

#### 59. Alteration of rules

- (1) These rules may be altered or rescinded by a special resolution passed at a general meeting and by otherwise complying with Part 3 Division 2 of the Act.
- (2) Any such alteration or rescission shall not become effective until the written consent of the City to the proposed alteration or rescission is obtained.
- (3) The consent of the City may be obtained before or after the alteration or rescission has been put to a general meeting.

# 13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

# 14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)

Nil

# 15 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

# 16 URGENT BUSINESS

Nil

# 17 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

18 CLOSURE