



**CITY OF VINCENT**

# **INFORMATION SHEETS**

## **Council Workshop**

**22 March 2022**

**Time: 5.30pm**  
**Location: E-Meeting and at the Administration  
and Civic Centre,  
244 Vincent Street, Leederville**

**David MacLennan  
Chief Executive Officer**

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**1 INTRODUCTION AND WELCOME**

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

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

Nil

**3 DECLARATIONS OF INTEREST**

**4 PRESENTATIONS**

Nil

## 5 CORPORATE BUSINESS PLAN & CEO KPI ITEMS

### 5.1 BANKS RESERVE MASTER PLAN - BANKS PLAZA SCOPE OF WORKS

- Attachments:**
1. **Banks Reserve Master Plan - Community Consultation Summary** 
  2. **Banks Plaza - Concept Plan** 
  3. **Department of Biodiversity, Conservation and Attractions River Journeys - Interpretation Nodes** 

#### BACKGROUND:

On [5 March 2019 \(Item 12.1\)](#) at its Ordinary Meeting, Council adopted the [Banks Reserve Master Plan](#) (Master Plan).

The Master Plan was developed in 2018 and 2019 through a comprehensive planning and community consultation process, which attracted a broad range of views and perspectives from the public. The feedback received during the public comment period is still applicable and will be considered through the detailed design process. A summary of the consultation process carried out during the development of the Master Plan and the key outcomes is included at **Attachment 1**.

Implementation of the Banks Reserve Master Plan is strategic priority 6.4 in the [City's Corporate Business Plan 2021/22 – 2024/25](#) and has been allocated \$800,000 in the 2022/23 capital works budget to implement 'Banks Reserve Plaza and Amenities'.

In February 2022, the City's Landscape Architect prepared a revised concept plan outlining the various components (and associated cost estimates) to be considered as part of the implementation of Banks Plaza. A revised concept plan following Council Member feedback is included at **Attachment 2**.

#### Works Completed to Date

In July 2019, the detailed design for the 'Active Zone' was completed by Emerge Associates, and new lighting was installed to the existing pathway at Banks Reserve.

In July 2020, a temporary toilet was installed to service the site following the decommissioning of the existing public toilets in the pavilion.

In September 2020, construction of the Active Zone and Summers Street Car Park was completed.

The City's 2020/21 Annual Budget included the demolition of Banks Reserve Pavilion (within the Parks and Reserves Operating Account) in line with the Master Plan. Demolition of the pavilion was originally scheduled to take place in the first six months of 2021, with the building to be replaced with temporary green open space. Public interest in the demolition resulted in the works being postponed and the budget being carried forward to 2021/22. On 1 July 2021 the City issued a public notice advising that the pavilion was scheduled for demolition on 20 July 2021.

Following this, a petition was submitted to the City calling to stop the demolition. Administration provided Council with a detailed update in response to the petition at its [27 July 2021 \(Item 10.3\)](#) Ordinary Meeting. As a result, Council adopted the recommendation 'that the provision of a community meeting space will be considered as part of the detailed design of the proposed Banks Reserve Plaza'.

Demolition of the pavilion was then completed on 30 November 2021. Following the demolition, the City's Parks and Infrastructure teams installed lawn on the footprint of the former pavilion, and are currently installing a new picnic shelter as an outcome of a 2021 election commitment to the value of \$40,000.

#### DETAILS:

##### Foundation Components

The Master Plan identifies the 'Plaza, Beach Area, and Car Park' as a key component for implementation. The Plaza will provide a central space with amenities to support a variety of recreational and commercial activities to benefit the community. This includes improved foreshore access for users, and improvements to

the existing car park. The Master Plan describes several components that integrate with the proposed plaza including 'Toilets, Lighting, a Wheelchair Charging Point, and the Recreational Shared Path'.

These Foundation Components are recommended as a base, to be considered as a priority before any Additional Components are determined. These elements are reflected on Page 1 'Foundation Components' of **Attachment 2**.

### Additional Components

The 'Additional Components' reflected on Page 2 of **Attachment 2** are described below. It is recommended that community consultation, feasibility studies, and the investigation into grant funding opportunities determine the timing and priority of these additional components.

#### 1. Community Meeting Space

A new Community Meeting Space would address the gap created by the demolition of the pavilion. This would be a lightweight structure that provides a flexible, indoor/outdoor, multi-use space that could be utilised by community groups and members of the public. The space could be equipped with a kitchenette, movable furniture, and lighting. Modular wall panels would allow for protection from the elements, whilst enabling flexibility in a user-friendly way.

#### 2. Kayak Storage Facility

The Master Plan identifies a Kayak Storage Facility to support club activities and use by the community. An accurate cost estimate for this facility cannot be ascertained without understanding the design requirements. Perth Paddlers Kayak Club have been identified as a key group to engage with through community consultation, along with other key potential users, to better understand the feasibility. This facility could be eligible for funding through the 'Community Sporting and Recreation Facilities Fund' (CSRFF) through the Department of Local Government, Sport and Cultural Industries. This grant typically sees the associated costs divided evenly between the CSRFF, the City, and the relevant clubs.

#### 3. Container Café

The Master Plan identifies a 'Pop-Up' or 'Container Café' to be placed within the Plaza. Should a café be supported by the community, further feasibility studies should be carried out to better understand the suitability of this facility at this location, taking into consideration impacting developments such as East Perth Power Station. The option to deploy food trucks at the reserve would also fulfill the design intent of the Master Plan. Such an exercise would assist in ascertaining the feasibility of a more permanent café facility.

#### 4. 'River Journeys' Interpretation Node

The Master Plan identifies the opportunity to tie-in the Plaza with the 'River Journeys Project' by the Department of Biodiversity, Conservation and Attractions (DBCA). This proposed interpretation node would be consistent with the other nodes previously developed by DBCA with other Local Government Authorities (**Attachment 3**), and would showcase the ecology, history, and Aboriginal culture specific to Banks Reserve.

DBCA have committed funding to the value of \$150,000 for the planning and implementation of an interpretation node, over the next four years. This sum comprises a cash contribution up to \$100,000, and an in-kind contribution up to \$50,000. This commitment requires the City to match DCBA's cash contribution.

There are several existing picnic shelters at Banks Reserve that are at the end of their usable life, located on the lawn adjacent to the proposed node. Some of the elements included in the 'Foundation Components' are intended to replace these outdated picnic shelters. These elements could be designed to integrate with the interpretation node, and therefore be counted as part of the City's cash contribution.

This may also attract grant funding from the Heritage Council of WA (up to \$20,000, also on a matched basis) and Lotterywest (value and conditions unknown).

The cost of previous nodes completed by DBCA range between \$100,000 and \$275,000.

## 5. Walter's Brook Crossing

The Master Plan identifies 'Walter's Brook Crossing'; a prefabricated pedestrian bridge designed to provide a more direct connection between the Plaza and the 'Active Zone' on the south-west side of Walter's Brook.

In terms of priority, the Master Plan places this component at the bottom of the implementation schedule, noting an existing bridge is located only 40m from the 'Active Zone'.

The Department of Planning, Lands and Heritage has advised that a Section 18 approval would be required to implement a new bridge. The previously proposed 'Boardwalk' was deferred due to the requirement of a Section 18 approval. Should 'Walter's Brook Crossing' be prioritised, it is recommended that the 'Boardwalk' be reconsidered for implementation and inclusion in the Section 18 consultation and application process.

It is also recommended that further site investigations be carried out by a qualified engineer in consultation with ATCO to determine the feasibility of operating a crane to install the bridge, as the nearby high-pressure gas line will restrict construction activity and heavy vehicle movements.

Cost Estimate

\$800,000 has been allocated in the 2022/23 capital works budget to 'Banks Reserve Plaza and Amenities'.

The cost estimate for the 'Foundation Components' is as follows:

Foundation Components	Existing Program Budget	Project Budget
<b>Hardscapes and Softscapes</b> Includes site establishment costs, survey setout, earthworks, tree protection, plaza paving, pathways, planting, trees, lawn, irrigation, and allowances for tipping fees, site works, and vandalism during construction.		\$235,000
<b>Furniture and Amenities</b> Includes new shade structures, furniture, bbqs, bike racks, drinking fountains, bins, and a wheelchair charging point.		\$135,000
<b>Lighting and Electrical</b>		\$95,000
<b>New Toilet Block</b>		\$200,000
<b>Car Park Renewal</b>	\$110,000	\$110,000
<b>Recreational Shared Path</b>	\$100,000	\$100,000
<b>TOTAL</b>	<b>\$210,000</b>	<b>\$665,000</b>

With the inclusion of these components, there remains \$135,000 of the project budget to implement 'Additional Components'.

The cost estimate for the 'Additional Components' is as follows:

Additional Components	Funding Source	Cost
Community Meeting Space	Project Budget	\$450,000
Kayak Storage Facility	Project Budget/CSRFF/Kayak Club	\$200,000
Walter's Brook Crossing	Project Budget	\$250,000
Container Café	Project Budget/Expression of Interest	\$60,000
Interpretation Node	DBC/Heritage Council/Lotterywest/Project Budget	\$150,000+

Accurate cost estimates for the 'Additional Components' cannot be ascertained without a detailed design. Therefore, only high-level cost estimates have been generated for these components.

Community Consultation

The consultation that was carried out in preparing the Master Plan resulted in a comprehensive and coordinated vision to guide the future development of Banks Reserve. Banks Plaza represents the next stage of this planned development, and the detailed design for the plaza will incorporate the feedback received during the consultation for the Master Plan.

It is proposed that supplementary community consultation should be carried out on the Banks Plaza concept plan to ensure community expectations are met, and to determine and prioritise the Additional Components.

**COMMENT:**

The City's Landscape Architect will incorporate the feedback received during this workshop into the concept plan, which will then be used for the supplementary community consultation.

The feedback received through the community consultation will be incorporated into a final concept plan, which will then be presented back to Council, along with a summary of the public comments received, for endorsement for detailed design and implementation.

**DISCUSSION POINTS:**

- Concept plan feedback;
- Additional components prioritisation; and
- Concept plan community consultation process.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To receive feedback on the concept plan and priority of Additional Components, to be incorporated to an updated concept plan for community consultation.

<b>5.2 NORTH PERTH COMMON/VIEW STREET URBAN DESIGN CONCEPT</b>
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- Attachments:**
1. **Shadow Study - North Perth Common - March 2022** 
  2. **Place Audit Report - North Perth Common - 3 March 2022** 
  3. **North Perth Common - Short Term Interventions** 
  4. **North Perth Common - Costed Design Options** 
  5. **North Perth Common - Design Review Panel Minutes - 9 February 2022** 
  6. **North Perth Common - Long Term Urban Design Opportunities** 

**BACKGROUND:**

At its 26 July 2016 Ordinary Meeting, Council adopted a Notice of Motion to develop and implement a plan to establish a new public space in the North Perth Town Centre.

The City commenced community consultation in January 2017 to seek the community's view on where the new public space should be located, how a new public space might be used, and key elements to be considered during the design process.

At its 25 July 2017 Ordinary Meeting, Council noted the results of the community consultation, endorsed the corner of View Street and Fitzgerald Street as the preferred location and accepted a funding commitment of \$250,000 from the State Government for the design and construction of the new public open space. Council also resolved to establish the North Perth Common Working Group (NPCWG) comprising of the State Member for Perth, the Chair and Vice Chair of the North Perth Local Town Team, Council Members and members of the City's Design Review Panel (DRP).

On 22 September 2017, NPCWG met to determine the design objectives to be included in the advertised tender (No. 546/17) for the Design, Documentation and Project Management in which tenderers prepared and explained a broad concept that responded to the eight design objectives.

Following a competitive tender evaluation process, Emerge Associates was appointed as the preferred consultant. Emerge Associates further refined the concept design in consultation with the NPCWG prior to it being presented at the 15 May 2018 Council Workshop and prior to approval of the final concept design at the 26 June 2018 Ordinary Council Meeting.

At its 11 December 2018 Ordinary Meeting, Council accepted tender (561/18) submitted by BOS Civil for the construction. North Perth Common (NPC) was delivered in 2019, with the opening event held in June 2019.

At its 17 September 2019 Council Meeting, Council noted the project closure report which included the following recommendations:

- *Monitoring of the function of the space should continue as part of the City's normal operations and adjustments should be made to furniture and landscape as required to enhance the function of the space.*
- *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.*
- *Monitoring of pedestrian movements and use of the space, particularly the two apple gum trees closest to Paragon Property should continue.*
- *The City should continue liaising with Coles to provide improved trolley containment lines.*
- *The City should continue to include the space as part of the activation and curation for events.*
- *The asset maintenance should continue including lawn/reticulation maintenance, leaf litter, power usage and artwork maintenance.*
- *The impact of the project should be incorporated into the View Street Car Park Urban Design Study project.*

At its 15 September 2020 Ordinary Meeting, Council adopted the Corporate Business Plan 2020/21 – 2023/24 including the following strategic project:

- *16. North Perth Common - Review of North Perth Common Stage 1 to inform future public space design and activation.*

Administration subsequently undertook the review which included:

- Meeting with the NPCWG on 4 September 2020. At the meeting, project learnings, community feedback received since completion, and future opportunities for the site were discussed. Key outcomes from the meeting included support to implement a trial median closure on Fitzgerald Street and to seek additional advice from the City's Design Review Panel (DRP) regarding the space's functionality itself and within its surrounds.
- Meeting with the DRP on 16 September 2020. At the meeting, the City sought comments to inform future design stages of NPC including the potential reduction of the carriageway, the connection to the View Street Car Park Urban Design concept area and other considerations to achieve a more inviting space for pedestrians and those who spend time in the space. Feedback from this meeting identified inactive building frontages, harsh paving and a lack of shade as major issues and recommended the development of an Urban Design Framework to enhance the broader site including NPC and the City's landholdings at Nos. 2-4 View Street, North Perth.
- Public Life Studies undertaken in 2018, 2019 and 2020 to assess the quality of the space and how the public interacts with features in the space. Findings from the 2019 study indicated a higher proportion of positive ratings when compared with 2018. Findings from the 2020 study indicated a lower proportion of positive ratings than in 2019. The largest decreases in positive ratings between the 2020 and 2019 studies were focused on protection against traffic and accidents, options for talking and listening/hearing, protection against unpleasant sensory experience and options to stay; and
- Video surveys undertaken in 2019 and 2021 to monitor pedestrian movements and use of the space providing insight on who used the study area, how long they stayed and what their desire lines were to move through the study area. Findings from the 2021 survey included a 3.5 percent increase in visitors to the space and a 30 percent increase in visitors dwelling in the space for longer than 120 seconds when compared to the results of the 2019 video survey.

At its 8 December 2020 Ordinary Council Meeting, Council adopted a 12 month trial extending the Fitzgerald Street median through the View Street intersection – effectively making View Street left turn only at Fitzgerald Street whilst removing access to View Street from Fitzgerald Street for southbound traffic. The 12 month trial commenced on 26 February 2021 with a follow-up report due to be presented to Council in April 2022.

At its 17 August 2021 Ordinary Meeting, Council adopted the Corporate Business Plan 2021/22 – 2024/25 which included the View Street Urban Design Concept as a Policy and Place Service Area Deliverable.

At its 24 August 2021 Council Workshop, Administration presented the initial findings of the NPC review. Council noted the findings of the review and provided feedback on potential short term enhancements including additional shade, shelter and seating.

At its 8 February 2022 Ordinary Meeting, Council adopted the Draft Smoke Free Areas for the purpose of community consultation. The Draft Smoke Free Areas currently includes North Perth Common.

## DETAILS:

### Additional Investigations

Administration has produced shadow studies for two scenarios: NPC in its current state and NPC with trees at maturity.

The trees at maturity scenario shows the Sydney Red Gums (*Angophora costata*) are estimated to grow to a canopy width of around 8 metres and height of around 13 metres; and the Manchurian Pears (*Pyrus ussuriensis*) are estimated to grow to a canopy width of around 6 metres and height of around 7.5 metres. It is estimated to take up to 20 years for the trees to reach a mature size. The estimated dimensions represent a stunted growth habit due to the trees being placed in an urban environment.

For each scenario, shadow studies have been developed for Summer Solstice (~22 December), Autumn Equinox (~20 March), Winter Solstice (~21 June) and Spring Solstice (~23 September). The shadow studies have been attached as **Attachment 1**.

The shadow studies show NPC in its current state at Spring Equinox, Summer Solstice and Autumn Equinox, there is minimal shade over the activation zone and minimal shade over the pedestrian desire line at a time when temperatures are higher and shady public spaces are preferred. Conversely at Winter Solstice, there is

full shade over the activation zone at a time when temperatures are lower and access to the sun is preferred. There is minimal shade over the pedestrian desire line.

The shadow studies show NPC with trees at maturity at Summer Solstice, there is minimal shade over the activation zone and minimal shade over the pedestrian desire line at a time when temperatures are higher and shady public spaces are preferred. At Autumn Equinox and Spring Equinox, there is minimal shade over the activation zone and sporadic shade coverage over the pedestrian desire line at a time when temperatures are higher and shady public spaces are preferred. Conversely at Winter Solstice, there is full shade over the activation zone and full shade over the pedestrian desire line at a time when temperatures are lower and access to the sun is preferred.

Administration has recently engaged Inhabit Place to perform Place Audits in the City's Town Centres and Public Open Spaces. Inhabit Place perform systematic and repeatable Place Audits with trained auditors:

- Observing movement through place including collecting the age, gender and mode of each individual passing through the space and tracking their pattern of movement;
- Observing time in place including collecting the age, gender and behaviours of those staying in the space and the approximate time they stay in that space; and
- Performing intercept surveys with users of the space focusing on their familiarity, impressions, feeling and perception of safety in the space, how they got to the Town Centre and what improvements would inspire them to be more comfortable and spend more time in the space.

A Place Audit was undertaken in NPC on 3 March 2022 from 8:00am to 6:00pm. The Place Audit Report has been attached as **Attachment 2**. Key findings include:

- The space is primarily used as a pedestrian route with 94 percent of users moving through the space and 6 percent spending an extended period of time in the space.
- Patterns of movement indicated that the majority of users cross View Street either at the intersection of View Street and Fitzgerald Street or the informal desire line between the North Perth Plaza northern car park and the City's View Street car park with crossings through the shared space component of NPC being less common.
- Time in Place observations indicated that the majority of users that choose to spend time in the space are spending time under the large shady trees to the west of NPC.

89 intercept surveys were performed on the day with 24.7 percent of respondents residing in North Perth. Key improvements suggested included more shade, more seating, more activities and less vehicles.

### Review Findings

NPC generally works well as an activated event space when View Street is closed to traffic, with the City's Native Plant Sale and the Vincent Young Makers Christmas Market highlights on the annual events calendar.

Outside of programmed activations and events, NPC in its current form struggles to effectively function as both a civic meeting space and a pedestrian route, with contributing factors including:

- NPC is flanked by inactive building frontages and there is a lack of connection from adjoining tenancies;
- There is no anchor or space activator that attracts visitors or encourages users to dwell in the space;
- Cars dominate the space with constant vehicle movement on View Street creating a hostile environment and an unpleasant sensory experience for users of the space;
- The species and locations of trees provide minimal shade;
- The locations of the trees and tree wells negatively impact on pedestrian flow and experience;
- The general amenity is lacking with inadequate street furniture and shade which makes for an uncomfortable user experience;
- Paver colour generates excess glare on sunny days; and
- Pedestrians are using alternative and more direct pedestrian routes including the route through View Street and Rosemount Hotel carparks and the accessway between Paragon Property and North Perth Plaza.

### Proposed Short Term Interventions

Taking into consideration the findings of the review and previous feedback from NPCWG, DRP and Council, Administration is recommending six short term interventions to enhance the functionality and user experience of NPC as a civic meeting space and pedestrian route.

The short term interventions have been outlined below and in **Attachment 3**:

- Intervention 1 – Provision of a permanent shade structure over NPC;
- Intervention 2 – 24 month trial of design interventions and activation/s in the closed carriageway through NPC;
- Intervention 3 – 24 month trial closure of the westbound lane of View Street through NPC;
- Intervention 4 – Provision of additional street furniture within NPC;
- Intervention 5 – Recolouring of existing paving to reduce glare and improve visibility of circular elements; and
- Intervention 6 – 24 month trial relocation of North Perth Plaza bus stop (pending agreement from PTA).

A number of costed design options for the above interventions have been detailed in **Attachment 4**.

Feedback on the six recommended short term interventions and costed design options was sought at the 9 February 2022 DRP meeting. The feedback received is included as **Attachment 5**.

### Long Term Urban Design Opportunities

The ultimate success of NPC as a civic meeting place and pedestrian route will be achieved through the delivery of good people-centred urban design outcomes in the spaces immediately adjoining NPC and within the broader North Perth Town Centre.

As such, Administration is currently progressing:

- Stakeholder engagement with the owners of No. 427 Fitzgerald Street (Paragon Property building) and No. 429 Fitzgerald Street (old Post Office) to further investigate retrofitting the property to enable an active frontage onto NPC;
- Stakeholder engagement with the strata owners of North Perth Plaza and the owners of No. 427 Fitzgerald Street to inform future strategic planning outcomes that could encourage redevelopment of the site;
- Working with the developer of Nos. 373-379 Fitzgerald Street and No. 103 Alma Road (Celsius Property Group) to ensure the ground plane of their proposed development fits with the long term strategic vision for the North Perth Town Centre; and
- Coordination of the View Street Urban Design Concept with land owners on the west side of Fitzgerald Street between View Street and Angove Street, including the Rosemount Hotel. The concept will outline short and long term opportunities for the City-owned carpark and ROW at No. 2 View Street, the City-owned building at No. 4 View Street and the adjoining private landholdings. It will also consider the extension of the NPC design and material palette further west, up View Street and into the View Street and Rosemount Hotel carparks.

The long term urban design opportunities have been visually summarised in **Attachment 6**.

### **COMMENT:**

NPC was conceived by the City as an innovative solution to the lack of public space and a civic heart in the North Perth Town Centre. The intersection of Fitzgerald Street and View Street was selected as it was a highly visible location with the potential to be transformational for the North Perth Town Centre – providing a blueprint for adjacent public spaces and private landholdings.

Without adjacent active land uses, NPC has not had the immediate impact as its contemporaries in Mary Street Piazza or Oxford Street Reserve. After undertaking a thorough review and considering previous feedback from NPCWG, DRP and Council, Administration is recommending six short term interventions and a number of costed design options for consideration by Council. These interventions will enhance NPC as a civic meeting space and pedestrian route in the short term whilst the City and other actors continue working on the transformation of the North Perth Town Centre into a people-centred destination in the longer-term.

**DISCUSSION POINTS:**

Administration will present the:

- results of the NPC review and a summary of previous feedback from NPCWG, DRP and Council;
- proposed short term interventions and costed design options; and
- longer term opportunities in the broader North Perth Town Centre.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

Administration is seeking feedback from Elected Members on the six recommended short term interventions and costed design options included in **Attachment 3** and **4** respectively. Feedback from this workshop will inform the recommended design interventions which are scheduled to be presented to Council at its May Meeting for endorsement.

If endorsed by Council, the design interventions scheduled to be undertaken in 2022/23 would be presented for consideration as part of the 2022/23 budget.

Any endorsed interventions due to be completed as part of a 24 month trial, would be reported back to Council at the conclusion of the trial.

## 6 EMERGING ISSUES

### 6.1 E-SCOOTERS IN THE CITY OF VINCENT

- Attachments:**
1. **E-scooter share systems** 
  2. **E-scooters - Background** 
  3. **E-Scooter Project Scope** 

#### **BACKGROUND:**

The WA State Government introduced new laws relating to e-scooters in December 2021. They are now legal to ride in Western Australia.

This change has created an opportunity for commercial companies to operate e-scooter share systems in the public realm.

The City of Vincent has joined with the four other local governments in the Inner City group, plus Kings Park and the University of Western Australia to develop a competitive tender process for operations in the central Perth area.

E-scooter share systems are different from standard rental arrangements. The systems are designed for one-way trips, usually measured in minutes, with the device to be parked at a destination and made available for another person to use.

E-scooter share systems function in a similar way to bike-share systems. Bike-share can be found in more than 2000 cities around the world.

There are two types of systems: 'docked' and 'dock-less'. The docked type have multiple bikes loaded into stations at fixed points around the city. The dock-less systems use a free-floating model where individual bikes can be parked almost anywhere, then unlocked for riding by using a smart phone.

About five years ago, some dock-less bike share operators launched systems with thousands of bikes into some Australia's capital cities without permission. The bikes were dropped onto streets almost overnight and there was very little daily management by the operators. These bikes offered an additional transport option for the public but most were eventually removed due to the reduction in public amenity caused by poor parking management.

The e-scooters operators interested in entering the Perth market utilise a similar dock-less system but the e-scooters are more sophisticated than the bikes of a few years ago. The e-scooters have GPS technology which allow the operators to control the speed of the device remotely and ensure parking compliance. It will also be essential for the companies to establish a contract with any local government which gives them a licence to operate and maintain a good level of service.

The City of Stirling started at 12 month trial with one operator on 16 February 2022. They have 250 e-scooters in an area of 26 square kilometres. This area is servicing the coastal section between Watermans Bay and Scarborough, plus inland to Karrinyup and Innaloo.

The cost of riding an e-scooter varies. Most companies provide substantial reductions in fees for frequent riders. For people who purchase a weekly or monthly pass and ride regularly, a typical 10 minute trip costs about 80 cents. The rate is much higher for infrequent users of the system who would be charged \$5.50 for the same trip.

#### **DETAILS:**

Proposed E-Scooter Share Scheme

Current status of EOI co-ordinated by City of Perth.

A joint contract between:

- City of Perth
- City of Vincent
- City of Subiaco
- City of South Perth
- Town of Victoria Park
- University of Western Australia
- Kings Park

Contract terms:	Two years with option to extend for another two years.
Number of Operators:	Two companies competing for riders in the same area.
Service standards:	Operators must provide proposed work plan and methodology during tender process. Performance and service levels must be maintained to retain their licence to operate.
Data and Reporting:	Operators will be required to supply information about system usage.
Hours of operation:	Some Australian cities allow e-scooters schemes to operate 24/7. Others have introduced time restrictions for some parts of their cities. This aspect is still to be considered for the EOI.
Docking / parking:	Each authority will be required to develop a plan for designated scooter parking zones. This will be an important consideration for town centres and other activities centres.
Pricing/Revenue Model:	Still to be finalised. Possible options include licence fee plus a fee based on usage, either per-kilometre travelled, or time spent in each area.
Geo-fenced zones:	This technology can be used to prevent e-scooters being parked in certain areas. It also enables the e-scooters to be speed restricted when entering a zone. This can be accomplished at certain times of the day as well.

**COMMENT:**

We support the proposed initial two-year contract period.

Ensuring two operators would encourage competition and maintain service standards. This could ensure operators proposed the most favourable revenue model to the local governments that participate. The EOI could result in only one outstanding proposal or potentially three.

To determine a pricing and revenue model, one approach would be just to invite the operators to submit their proposals. Assuming most of the other aspects are similar – then we would heavily weight the proposals which offer the LGAs the most advantageous revenue/licence fee arrangement.

The City also suggests the operators be required to pay for any infrastructure for parking and signage etc. as part of the EOI.

**DISCUSSION POINTS:**

- Strategies for parking management to maintain pedestrian amenity.
- Low-speed zones can be applied to some areas. Where are preferred zones (eg. Hyde Park)?
- Areas currently not included: Burswood Park and West Leederville.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To receive feedback, questions and comments from Elected Members on this proposed scheme.

**6.2 PROPOSED LEASE OF CAR PARKING BAYS TO EV CHARGE STATION OPERATOR**

- Attachments:**
1. **Draft Lease with Evie Networks - Marked-up Version** 
  2. **Image of Proposed Site** 
  3. **Image of Evie EV Charging Station** 

**BACKGROUND:**

The City's Sustainable Environment Strategy (SES) 2019-2024 commits to facilitating investment in electric vehicle (EV) charging infrastructure, with the aim of supporting community uptake of zero emission vehicles.

The SES Implementation Plan includes actions to:

- Identify and engage with businesses seeking to invest in public electric vehicle charging infrastructure
- Work with charge station providers to ensure any infrastructure they install is in appropriate locations
- Identify and implement mechanisms to encourage developers to incorporate EV charging in new developments.

The City has received multiple requests from residents and businesses to install EV charging stations on the verge adjacent to their property. Leederville Camera House is one local business proposing to host a station. Currently, Western Power regulations do not allow power from one property to service another (in this case, from private property to Crown land).

Local governments, however, own land that is ideal for the location of commercial EV charging stations, specifically public car parks in busy town centres. Local governments also have the ability to impose conditions of sale on developers purchasing local government land, including the requirement to provide public EV charging facilities within resulting developments.

Commercial operators are best placed to provide a consistent and reliable EV charging experience across the metropolitan area and beyond, delivered through a uniform network of fast chargers accessed via mobile phone apps. Local governments are less well-placed to create such networks or to afford the up-front cost of fast chargers, which can be in excess of \$100,000 per installation.

**DETAILS:**

The first operator to approach the City in relation to establishing a charge station on public land is a group that has received ARENA funding to roll out networks of charge stations around Australia. Administration is currently reviewing the Lease Contract proposed by the operator and intends to seek legal advice. A confidential copy of the draft Contract is attached for reference and a copy of the proposed layout.

Key points from the draft Contract pertinent to this report:

- The operator is seeking the lease of City-owned land at no cost or minimum cost to the operator;
- Intending to install only one EV fast charger in the City of Vincent local government area, requiring two adjacent car bays in a public car park;
- Seeking a 10 year lease term to enable the operator to recoup the cost of investment;
- Parking fees could still apply to minimise loss of parking revenue to the City;
- The operator has identified the carpark at 2 Chelmsford Rd, Mt Lawley as the preferred location;
- The charge station must be installed by August 2023 to meet ARENA grant funding obligations.

**COMMENT:**

Administration is seeking guidance from Council in relation to the terms of the lease proposed by the charge station operator.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

Guidance for Administration in relation to Council's views on the proposed lease, and specifically in relation to the inclusion of conditions relating to the proposed charge station.

**6.3 DECREASING USE OF GLYPHOSATE AS WEED TREATMENT OPTION**

**Attachments:** Nil

**BACKGROUND:**

This information paper provides an update to Council on the use of glyphosate within the City of Vincent and other Local Governments and to discuss its future use within the City given the ongoing concerns from the community.

**DETAILS:**

The City is limited to using pesticides that have been approved for use by the Australian Pesticides and Veterinary Medicines Authority (APVMA) who are responsible for the regulation and control of agricultural and veterinary chemicals up to the point of retail sale.

The APVMA have stated that all glyphosate products registered for use in Australia have been through a robust chemical risk assessment process and have concluded that the weight-of-evidence indicates that exposure to glyphosate does not pose a carcinogenic or genotoxic risk to humans.

Wherever possible, the City's Parks Team use alternatives to glyphosate for weed control. This includes organic chemicals (Pelargonic acid), manual or mechanical techniques.

The continued use of Glyphosate is however essential for specific parks operations and programs within the scope of current budgets and resources. Should Council ever wish to ban the use of Glyphosate totally, consideration will need to be given to the increased costs associated with these changes.

When applying chemicals in public areas the City's Parks staff and/or contractors erect signage as per the *Health (Pesticides) Amendment Regulation 2016*, which requires signage to be clearly displayed at a distance that provides adequate warning whilst the chemical is being applied and/or until it has dried on the leaf of the plant(s).

**COMMENT:**

Wherever possible the City's Parks team use alternatives to glyphosate however there are some specific applications where its use is required which include:

- Control of perennial running grasses and woody perennial weeds by Parks staff and/or specialised contractors where required (e.g. eco-zoning program).
- Footpaths and kerb line spraying undertaken by contractors annually or biannually as required.

Currently Parks staff are banned from using glyphosate around playgrounds and spraying any chemicals during school holidays unless approved by the Manager Parks (e.g. when its use is required near a school approval is given to spray during school holidays)

The City has recently engaged a new contractor to undertake the Footpath and Kerb line Spraying Program that uses improved technology to detect weeds thereby only applying glyphosate directly to the weed. This technology greatly reduces the amount of glyphosate being used which not only has less impact on the environment but also significant cost savings to the City of around \$16,000 per application.

Residents who do not wish to have the footpath and kerb line adjacent to their property sprayed with glyphosate can complete a form to be added to the City's Weed Spraying Exemption list. Prior to carrying out a round of kerb line and footpath spraying, the City notifies residents via social media and advertisement in the local newspaper giving them the option to be added to the exemption list.

The City has contacted other metropolitan Local Governments (LG's) to confirm their position and use of glyphosate. The majority of LG's contact continue to use glyphosate in varying degrees noting that it is the most efficient and cost-effective weed control option.

Many LG's are also trialling or implementing alternatives to glyphosate including steam/thermal treatment and organic herbicide options.

Parks Staff have recently joined the WALGA *Herbicide Use and Integrated Weed Management* working group. Currently the group is looking at weed control treatment and development of a communications strategy.

**DISCUSSION POINTS:**

- The risk based approach the City has taken to the use of Glyphosate in town centres and/or other areas.
- The steadily reducing use of glyphosate through better application methods and targeted spraying of weeds.
- The communication strategies the City has taken to inform residents about the use of glyphosate and the ability for residents to opt out of spraying of the footpath and kerb line adjacent to their property.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

That Council is updated on the City's responsible use of glyphosate in accordance with health regulations and the manufacturer's recommended rates for specific applications.

That Council notes the Parks team will continue to investigate, trial and implement options to further reduce the use of glyphosate within the City.

## 7 COUNCIL STRATEGY & POLICY DEVELOPMENT

### 7.1 REVIEW OF COUNCIL MEMBER CONTACT WITH DEVELOPERS POLICY

Attachments: Nil

#### BACKGROUND:

At its 2 June 2015 Meeting, Council adopted the [Policy No. 4.2.15 – Council Member Contact with Developers](#) (the policy).

The policy was developed to supplement and guide Council Members' compliance with clauses 2.8 and 2.9.3 of the City's 2013 Code of Conduct, which set out the City's commitment to transparency and its conduct in the determination of development decisions.

In January 2021, Administration undertook a review of the policy and addressed the elements set out in clause 1.3 of the Policy Development and Review Policy as part of a Council Workshop Information Sheet on 25 May 2021 (Item 7.3).

As part of the Workshop report, Administration identified and requested Council Member comment on the following:

1. Consideration of policy objectives

*The policy is lacking an objective. The policy was developed in 2015 to provide guidance on the recording of prescribed contact between Council Members and developers.*

*Administration has prepared the following objective for Council's consideration:*

*To:*

- facilitate integrity and transparency in the determination of the City's development applications; and*
- guide Council and Administration on the recording of prescribed contact between Council Members and developers.*

2. Developer contact prior to lodgement of an application

*Prescribed contact is defined as "any contact relating to a planning or development proposal for which the developer is a proponent, excluding exempt contact." A planning or development proposal includes an application under the City's LPS2 or the MRS.*

*Declaring contact prior to lodgement of a DA is not required under the policy, but it remains at the discretion of the individual Council Member.*

*Council may wish to include a provision for the disclosure of potential DA's. This provision would require a clause that publication only occurs once the DA is lodged.*

3. Requirement to disclose correspondence to Council as a group

*Clause 1(d) requires the Office of the Mayor to provide a copy of correspondence sent to all Council Members for inclusion in the register.*

*Administration has received queries from some Council Members as to whether it is necessary to record correspondence that is sent to Council Members as a group.*

*Administration has researched 20 other metropolitan Local Governments in relation to the disclosure and publication of Council Member contact with developers and identified that 4 out of these 20 disclose and publish a developer contact register in accordance with their supporting policy.*

*Of these 4 supporting policies (Cambridge, Bassendean, Bayswater, and Canning) Administration found that all present a similar clause to 1(d) requiring the Office of the Mayor to disclose developer contact that has been sent to all Council Members.*

#### 4. Collective correspondence disclosure

*Administration has received queries from some Council Members as to whether it is necessary to record each piece of correspondence on a particular matter or whether a collective disclosure could be applied.*

*Clause 1(b) of the policy requires Council Members to provide details of developer contact within 10 days. Administration believes this is a reasonable timeframe. If disclosure of collective correspondence was only required (i.e., the email chain of correspondence over a 3-week period) it may impact this time frame (would not be 10 days from the initial communication).*

*Therefore, disclosure of each piece of correspondence is required.*

At the May 2021 Council Workshop Council Members asked for more information on how Administration's proposal to include "potential applications" as prescribed contact under the policy would be implemented in practice. It was noted that 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.

In September 2021 Administration reviewed the City's [Governance Framework](#) and proposed an amendment to the Contact with Developers section to include guidance on declaring contact with developers prior to the lodgement of a development application. It was noted that any contact prior to the lodgement of a Development Application, which includes during the Design Review Panel assessment, should be disclosed at the point that the application is presented to Council.

At its November 2021 Council Meeting, Council approved the updated Framework.

#### **DETAILS:**

The elements set out in clause 1.3 of the [Policy Development and Review Policy](#) have been considered as set out below.

#### **Proposed policy objective:**

The existing policy is lacking an objective. The following draft objective has been prepared for Council's consideration:

To:

1. facilitate integrity and transparency in the determination of the City's development applications; and
2. guide Council on the recording of prescribed contact between Council Members and developers.

#### **Requirement for a documented City position (including community need or legislative requirement):**

A documented policy position is required to provide clarity in disclosure requirements and ensure the continued standardisation for the recording of contact between Council Members and developers.

#### **How the objectives align with the SCP:**

The policy objectives, as set out above align with the City's Strategic Community Plan 2018-2028 as follows:

#### Innovative and Accountable

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

**Examples of current/best practice:**

The policy reflects the overarching principals of the City's [Code of Conduct for Council Members, Committee Members and Candidates](#) the City's Governance Framework and the Department of Local Government, Sport and Cultural industries [Operational Guidelines](#) for Council Members relations with developers.

The [register](#) is working well and continues to align with the City's position on transparency and accountability.

**Proposed level of community engagement required:**

It is proposed that community engagement of this policy meets the minimum requirements of 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.

**An evaluation of the effectiveness of the existing policy:**

The findings of Administrations review of the Council Member Contact with Developers Policy are as follows:

**1. Consideration of policy objective**

The policy is lacking an objective. Administration has prepared the following objective for Council's consideration:

To:

- facilitate integrity and transparency in the determination of the City's development applications; and
- guide Council and Administration on the recording of prescribed contact between Council Members and developers.

**2. Consideration of new policy provision**

The policy is lacking guidance on the disclosure requirements of developer contact prior to lodgement of an application. To provide clarity and ensure the continued standardisation for the recording of contact between Council Members and developers Administration has prepared the following policy provision for Council's consideration:

- 1(e) Where contact occurs prior to the lodgement of a development application, including during the Design Review Panel assessment, the Council Member shall disclose the contact as an interest at the point that the application is presented to Council. Such disclosures are to be recorded in the [Register of Interests Disclosed at Council Meetings](#).

**An assessment of where the policy document sits within the local government decision making hierarchy:**

This document falls within the scope of a policy as its purpose is to be a "*general rule or principle which is required to provide clear direction to Council and Administration.*"

**The proposed review timeframe and expiry period, if applicable:**

The policy would be reviewed every four years or more frequently if changes to strategic objectives or industry standards occur, in accordance with the Policy Development and Review Policy.

**Financial impacts of policy:**

Nil.

**DISCUSSION POINTS:**

Administration is seeking Council Member comment of the following:

1. proposed policy objective; and
2. the inclusion of a new policy provision to provide clarity on the disclosure of developer contact prior to lodgement of an application.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To seek questions and comments from Council Members on the discussion points above.

**7.2 DRAFT DISABILITY, ACCESS AND INCLUSION PLAN**

**Attachments:** Nil

**BACKGROUND:**

The Disability Services Act 1993 requires all local government authorities to develop a Disability Access and Inclusion Plan (the **Plan**) in order to plan and implement accessibility improvements, and to promote access and inclusion both for people with disability and for the wider community. Administration provides a yearly report to the Department of Communities on the progress of actions within the Plan across the seven mandated outcome areas which are:

- Services and Events;
- Buildings and Facilities;
- Information and Communication;
- Quality Service;
- Complaint Mechanisms;
- Consultation Processes; and
- Employment

The City's current Plan also includes an additional outcome area 'Policy and Procedures'.

The existing Plan can be found at the following link:

<https://www.vincent.wa.gov.au/documents/181/disability-access-and-inclusion-plan-2017-2022>

The most recent report on the progress of our current Plan was submitted to the Department of Communities in July 2021. Some highlights from the progress report include:

- The City hosted a 'Lunch n Learn' with a staff member with a disability. The staff member is a Manager and shared his experience of living with disability.
- The City completed the renewal project of Loftus Recreation Centre Change Rooms with a fully accessible change room.
- The upgrade to the eastern side toilets at Hyde Park was completed and there are now three unisex accessible toilets.
- The Beatty Park team developed an information resource for children with Autism, 'social stories'.
- The Vincent Community Centre Accessible toilet was refurbished to meet current Australian Standards.

The current Plan expires this year and a new or updated Plan is required to be developed and endorsed by both the Department of Communities and Council.

**DETAILS:**

In November 2021, Administration commenced the process for developing a new Plan with a community engagement campaign. In order to ensure that the process was collaborative, Administration engaged local organisation Youth Disability Advocacy Network to design a community engagement survey to track sentiment and responses relating to our DAIP. Administration also met with other disability organisations and local residents in order to develop a network for the engagement campaign and to understand how best to engage with stakeholders. In addition to this, Administration completed the following engagement activities:

- Community workshop with people with disability, carers and industry representatives;
- online (Engagement HQ) and in person surveys;
- stall at Kyilla Farmers Markets;
- engagement with groups at Vincent Community Centre; and
- meetings with managers and Coordinators across City business units.

The campaign was also promoted across the City's social media platform, with flyers and posters in key locations and via email to relevant stakeholders, community groups and individuals (for example, the Beatty Park Angelfish program families)

The outcomes of this process included:

- Participation of 14 people in the community workshop
- 11 online survey responses
- 2 social media responses
- 6 face to face meetings with community members with verbal comments provided
- 1 email submission

Feedback was sought on the current Plan as well as ideas and actions for the new Plan.

Community workshop participants provided feedback that the current Plan was too long and wordy, making it difficult for some people to read and comprehend. It was recommended that the new Plan be simplified and include less background information, with the focus being on the actions to be taken across the outcome areas.

Many respondents expressed frustration with ongoing issues of physical access across the community (not just within the City) including inability to access public transport (e.g. Leederville Train Station), unsuitable footpaths, lack of ramps into buildings, lack of accessible toilets, accessible and ACROD parking and lack of accessibility options and information for events and services. It was noted that people reporting accessibility issues felt that these were often not acted on, or that actions were taken without appropriate consultation that then resulted in further issues.

However, respondents also expressed a desire to see more work done to address non-physical barriers such as providing suitable environments for people with developmental disability (e.g. 'quiet spaces') and education, awareness and training, particularly for City staff, in providing services for people with hidden disability. There was also a focus on improving inclusion more broadly for people from a variety of backgrounds and cohort groups including but not limited to LGBTIQ+ people, Aboriginal and Torres Strait Islander Peoples, seniors, youth, people from culturally diverse backgrounds, parents and carers.

Meetings with staff across different business units within Administration also identified opportunities for providing more accessible services. Administration has also identified a need for dedicated budget to be allocated to areas such as Building and Asset Management and Engineering, in order to address physical accessibility issues in order of priority.

As a result of this community engagement process, Administration has commenced development of a draft Disability Access and Inclusion Plan for 2022-2027. It is proposed that the Plan be simplified, include more relevant imagery and is written in plain English. Administration propose that the Plan focuses on separating actions into 'things we will keep doing' and 'new action areas' for each outcome with examples, as shown in the below table:

What we will keep doing:	New actions we will take:	Examples:
Provide events and services in venues that meeting Building Accessibility Standards	Improve accessibility of key COV venues such as Administration and Civic Centre to meet best practice standard where possible	Upgrade our accessible toilets in the Administration and Civic Centre, Community Centre and Library to have an automatic door button entry

#### COMMENT:

There is a trend towards simplifying Disability Access and Inclusion Plans in order to make them more easily understood by the community and to ensure language demonstrates commitment to taking actions. This is supported by the feedback received by Administration during the engagement period.

The frustrations expressed by some respondents during the engagement process regarding lack of action or response to issues raised indicates a need for an increased understanding, commitment and resourcing to address accessibility challenges across the City.

#### DISCUSSION POINTS:

- Any specific actions which should be addressed as part of the new Plan
- Should the Plan be a 'Disability, Access and Inclusion Plan' or an 'Access and Inclusion Plan'

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To receive Council comments, questions and feedback on the development of an updated plan.

Subject to Council feedback, Administration will commence preparing a draft Plan to be presented to Council within the next 2 months.

## 8 COMMUNITY ENGAGEMENT & PUBLIC CONSULTATION UPDATES

### 8.1 COMMUNICATIONS & ENGAGEMENT CALENDAR

**Attachments:** 1. **Communications Engagement Calendar as at March 2022** 

#### **BACKGROUND:**

An action in the Vincent Communications Plan adopted by Council in September 2021 was to share an update of planned communication and engagement activities with Elected Members each quarter.

It was last shared with Elected Members in November 2021.

#### **DETAILS:**

The Communications and Engagement Calendar includes the communication activities relating to key projects the City has planned, as well as highlighting regular events and days of significance we promote. It does not include all communication activities the City may engage in.

The calendar is dynamic and updated regularly.

#### **COMMENT:**

Some activities are listed with tentative dates and some listed with no dates, pending further information from project managers but included for awareness.

#### **ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To share the calendar with Elected Members.

**8.2 MOUNT HAWTHORN YOUTH SKATE SPACE**

**Attachments:** 1. **Mount Hawthorn Youth Skate Space - Proposed Locations** 

**BACKGROUND:**

At its 17 September 2019 Ordinary Meeting, Council adopted Volume 3: Mount Hawthorn Town Centre Place Plan (MHTCPP). The MHTCPP contained Action 1.8 *Undertake consultation to identify a preferred location for a Future Youth Space in the town centre or surrounds*, scheduled to be delivered 2019/20 – 2020/21.

In August 2020, John Carey MLA started a 'community conversation' on Facebook and conducted a community survey to obtain feedback on potential skate and scooter facilities in either Mount Hawthorn or North Perth. To ensure the local town team, the Mount Hawthorn Hub (Hub), were aware of the survey and to seek their feedback on the proposed Mount Hawthorn locations, the City engaged with the Hub during the survey period. The Hub supported the locations and the addition of skating and scooter facilities in Mount Hawthorn.

The survey findings indicated strong support for a youth skate space in or around the suburb of Mount Hawthorn. The findings indicated there was a gap of skate facilities in this area, while also acknowledging the proximity to the Leederville Skate Park. Survey respondents highlighted the potential for a Mount Hawthorn skate facility to complement the Leederville Skate Park through the provision of smaller facilities suited to entry level skaters.

John Carey MLA's Mount Hawthorn/North Perth Skate and Scooter survey showed:

- 207 respondents participated including: 113 (54.59 percent) from Mount Hawthorn, 60 (28.99 percent) from North Perth, 18 (8.7 percent) from Leederville and the remaining 16 (7.72 percent) were from surrounding suburbs.
- 182 (87.93 percent) respondents strongly agreed or agreed to support skate and scooter facilities in Mount Hawthorn/North Perth. 10 (4.83 percent) respondents neither agreed or disagreed, and 15 respondents (7.24 percent) disagreed or strongly disagreed.
- Britannia Reserve Upper End was most preferable, followed by Britannia Reserve Lower End, Charles Veryard Reserve and Axford Reserve.

Following the results of the State Election in 2021, the City submitted a funding application for \$200,000, made as a part of the State Government Election Commitment 2020/21 Grants Package to "*fund community-based initiatives which will deliver positive outcomes for vulnerable and at-risk people in Western Australia.*". The City's application was successful and the total \$200,000 grant funding amount has since been received. The funding agreement term is due to expire 30 June 2023, the Department of Communities advised that an extension would be possible as required.

For the purpose of the grant agreement, a high-level estimate of \$150,000 was determined to be contributed by the City towards the planning and design work of the facility, as well as ancillary/landscaping works around the skate space. This amount was to complement the \$200,000 grant funding allocated specifically towards the site preparation and construction of the skate facility.

At its 16 November 2021 Ordinary Meeting, Council endorsed revisions made to the MHTCPP including amending Action 1.8 to be delivered 2021/22-2022/23 as follows: *Identify and deliver a Future Youth Space in the town centre or surrounds*.

To complete the youth skate space concept design and consult with the community on this, \$30,000 has been requested for inclusion in the City's 2022/23 annual budget.

**DETAILS:**

In July 2021, the Mount Hawthorn Skate Working Group (Working Group) was established to collaborate and progress the planning of the youth skate space project. The Working Group consists of Council Members, representatives from Administration and key stakeholders representing the Mount Hawthorn youth and the local skate community. The skate community representatives include consultants from local skate

businesses and Mr Tim Yuen the principal designer at Skate Sculpture, a local skatepark design and construction company.

At the 17 August 2021 Working Group meeting, Mr Yuen provided site selection criteria for consideration. On 14 September 2021, utilising the site selection criteria, the Working Group conducted site analysis of the following reserves:

- Britannia Reserve (north and central);
- Charles Veryard Reserve; and
- Axford Park.

The site analysis concluded that Britannia Reserve was the preferred site, followed by Charles Veryard Reserve and Axford Park.

Following the initial site analysis, Administration conducted further site analysis of Britannia Reserve, based on the comments and feedback from the Working Group to determine the most preferable locations that could incorporate a skate space. The two proposed locations that have been identified are shown in **Attachment 1**. At the 7 December 2021 Working Group meeting, the two preferred locations were agreed upon and Council Member feedback was requested, following skate specific location analysis being undertaken by Mr Yuen.

Mr Yuen estimated that the \$200,000 budget would construct a skate footprint of around 350 square metres at the current market rate, pending any site constraints or future inflated construction costs. This footprint would provide a space that would allow a suitable distance between skate elements (i.e. between ramps and rails) and enable the provision of elements that encourage beginner and youth skaters to the space.

Since the December meeting, Mr Yuen has provided feedback from his analysis of both locations as outlined in **Attachment 1**. Mr Yuen has outlined a preference for Location #2, because although it is further away from other park amenities, there are clear lines of sight to and from the location from the rest of the reserve and the location would allow for the co-location of the skate space and pump track, creating a 'youth zone' that runs alongside a Principal Shared Path (PSP). The site also has fewer site constraints and would likely allow for a larger skate footprint at this location.

Location #1 is closer to public amenities and the playground. It would create a connection point between Litis Stadium and Britannia Reserve, and would complement the Britannia NW Reserve Development Plan wayfinding. The footprint in this location would be smaller than Location #2 and would be limited by certain factors including requirement of a 5m buffer zone from the car park which would reduce the overall dimensions of skateable space. Any future expansion would also be constrained by the existing surrounding infrastructure including the playground, car park and clubroom. This location is also much closer to residential housing and within the line of sight of many houses, has the potential to increase negative perceptions on the skate facility, and lead to additional complaints relating to noise and anti-social behaviour. However, the location would still provide sufficient space to install ramping at each end and include central skate elements that would be sufficient for beginner level skating.

#### COMMENT:

Britannia Reserve and Litis Stadium is an active recreational hub that services the immediate Mount Hawthorn area, wider Vincent and neighbouring inner-city catchments. The Working Group has concluded that there is potential to complement the existing Britannia Reserve pump track, mountain bike trails and sporting facilities, through the delivery of a small-scale skate space designed for budding entry level skaters.

The construction of this youth skate space would be largely funded through the utilisation of external funding. The smaller scale of the space would require a reduced long-term maintenance budget, in comparison to a larger facility such as Leederville Skate Park.

Although the Working Group is supportive of both locations, there is a preference for Location #2 as it is viewed as a safe and accessible location with the ability for the funding to 'go further'. The preference for Location #2 is also strongly supported by the Junior and Senior Cricket Club, viewing the ability for it to be co-located with the pump track as a better outcome that caters towards similar user groups. They shared uncertainty with Location #1 due to increased activity around the club room during and outside of operational hours, and its proximity to the car park.

Location #2 is distanced from residential housing, allowing further opportunities for skate and recreation elements while limiting the impact on nearby residents from floodlighting or skate elements. This location would be particularly beneficial in summer as it is surrounded by the reserve, whereas Location #1 is adjacent to the asphalt carpark.

Location #2 is adjacent to the PSP that runs along the western side of Britannia Reserve, making it an accessible and active stoppable destination that could include future provisions such as a drink fountain, shade structures and seating to benefit all users of the youth zone facility and PSP.

Being able to co-locate the skate facility with the current pump track will also allow for the potential skate facility to include shared-use elements for BMX riders, allowing wheeled sports users more variety at this location.

**DISCUSSION POINTS:**

- Britannia Reserve as the preferred skate facility site.
- Feedback on proposed Location #1 and Location #2.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

To seek feedback on the most suitable location at Britannia Reserve for the new skate facility to progress with a concept design for the purpose of community consultation.

**9 GENERAL BUSINESS**

**9.1 HALVORSEN HALL – HIGH LEVEL REVIEW OF BUILDING OPTIONS**

**Attachments: Nil**

Manager of City Buildings and Asset Maintenance will present a high level review of building options.

**9.2 WORKFORCE PLAN 2022/2023**

- Attachments:**
1. **FY2022-2023 Workforce Plan (Draft)** 
  2. **Service Delivery Review Program** 

**BACKGROUND:**

Workforce planning is a process of analysing the current workforce, determining future workforce needs, identifying the gap within the workforce and implementing solutions to ensure that our strategic and operational plans/objectives are achieved.

The workforce plan is informed by the Strategic Community Plan, Corporate Services Plan and Annual Budget and is reviewed annually and updated as these plans are revised.

**DETAILS:**

The City of Vincent workforce plan for 2022/2023 includes:

- Introduction to workforce planning
- Integrated planning and reporting framework
- Organisational structure
- Workforce profile snapshot
- Workforce challenges
- Meeting future workforce needs
- Monitoring and evaluating outcomes
- Monitoring SCP/CBP and workforce plan
- Services on a Page across all Directorates

To ensure the workforce plan is a living document that remains relevant and appropriate to guide planning and decision making, the following activities will be used to monitor and manage the ongoing workforce planning progress towards objectives:

- Review of HR data and trends (quarterly)
- Review Services, Programs and Projects on a page (annually)
- Review of the employee engagement survey results (annually)
- Review of workforce implications being considered in Council decision making and project planning (bi-monthly)
- Review of staff annual performance and development reviews (annually)
- Meetings with Executive Directors and their management groups on workforce planning within their areas to capture and take action (quarterly)
- Review of HR risks and the effectiveness of their treatments (annually).

The City of Vincent has an annual Service Delivery Review Program (SDRP) (see Attachment) designed to assure Council and the community that the City's services are:

- *appropriate* – services meet current community needs and wants, and can be adapted to meet future needs and wants
- *effective* –the City delivers targeted, better quality services in new ways
- *efficient* – the City improves resource use (people, materials, plant and equipment, infrastructure, buildings) and redirects savings to finance new or improved services

The focus for the service delivery review last year was Waste and Recycling. As part of implementing the Waste Strategy we reviewed all major elements of our waste service. We ended the commercial waste service last year, introduced a third FOGO residential bin and have commenced an on-demand Verge Valet bulk waste collection. We also reviewed our current approach to graffiti management and removal. All teams areas are tasked to pursue improved efficiency and effectiveness and will adopt value for money technological solutions where possible.

The current focus is a cross organisation effort to improve our internal and external service support for small businesses through our participation in the Small Business Friendly Approvals Program.

The detailed service area information supporting the Workforce Plan is in the Service on a Page (SOAP) appendix. All Service Plans include the following key details:

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

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

For Council to note the Workforce Plan 2022/2023 and for Elected Members to provide any feedback, questions or comments.

**9.3 LEEDERVILLE OVAL FLOODLIGHTS**

**Attachments:** 1. Leederville Oval 

**BACKGROUND:**

The floodlights at Leederville Oval are in a poor state and require renewal.

In September 2021 Council approved the City to apply for a Nights Lights grant application with the DLGSC. The preferred lighting option recommended by the City was LED 500 LUX with an estimated total project cost of \$1,032,750 (ex gst).

The project cost was to be divided three ways, with Council approving a City contribution of \$344,250. The two WAFL clubs agreed to contribute another third of equivalent value, and the grant covering the remaining third.

In discussing this allocation, Council considered their obligation as a lessor to maintain the ground facilities at a reasonable standard. It also considered the likely benefit being increased use of the Oval for activities at night, including night training and night games. The primary beneficiaries for this increased utilisation are the two WAFL clubs and Leederville businesses through increased activation.

Upgrading the lights will lead to improved technology and energy efficiency.

**DETAILS:**

The City has received less funding than expected due to the State Government struggling to prioritise WAFL projects over local community facilities.

The City received funding for the 250 lux option, instead of the 500 lux option as this is more in line with the Night Lights funding guidelines. Below is a revised budget outlining the impact to our budget following the reduced funding amount and proceeding with 500 LUX.

Following the procurement experience at Britannia reserve, a 15% contingency is recommended to reflect the rising cost of capital. Given the added cost it leaves a budget deficit for the project of \$267,330 (\$112,417+\$154,913).

<b>LED 500 LUX Option</b>	Budget on grant application	Revised budget following reduced grant and addition of 15% contingency
<b>Project Costs</b>		
Lighting (500 Lux)	\$1,032,750	\$1,032,750
Contingency (15%)		\$154,913
<b>TOTAL</b>	<b>\$1,032,750</b>	<b>\$1,187,663</b>
<b>Funding Sources</b>		
City of Vincent	\$344,250	\$344,250
WAFL Clubs	\$344,250	\$344,250
Grants	\$344,250	\$231,833
<b>TOTAL</b>	<b>\$1,032,750</b>	<b>\$920,333</b>
Unfunded		\$267,330

There are three options the City can proceed as outlined below.

Option 1 - reduce scope to 250 LUX

Vincent can reduce the scope of the lighting project to a LUX 250 standard, reflecting the size of the grant received. This is not likely to be popular with the WAFL clubs and may put their contribution at risk, however it meets the City's obligation as a lessor to provide adequate lighting at the ground.

This functionality will be suitable for night training for the WAFL clubs, but will not be acceptable for WAFL games under lights.

WA Football Commission Strategic Facilities Plan 2020 – 2030 and the draft Leederville Oval Master Plan has identified Leederville Oval as a genuine AFL Tier 2 Venue that could regularly host of AFLW and AFL Pre-Season matches. However, an upgrade to LUX 250 won't achieve the requirements for a Tier 2 standard. In order to achieve tier 2 please refer to option 3, scenario 2 as we would require increased lux levels.

	Project Cost	Funding Scenario 1	Funding Scenario 2
		Vincent & WAFL Clubs share the cost	WAFL Clubs withdraw contribution
LUX 250	\$695,250		
Contingency for rising cost of capital +15%	\$154,913		
Vincent		\$283,852	\$567,704
WAFL Club (Subiaco and East Perth)		\$283,852	
GRANT – STATE funding		\$231,833	\$231,833
<b>TOTAL</b>	<b>\$799,537</b>	<b>\$799,537</b>	<b>\$799,537</b>

Risk/Benefit:

- (Risk) Increased risk of WAFL funding withdrawn – increases Vincent contribution significantly
- (Benefit) Meets community standard

Missed Opportunity:

- Lights are not at suitable level for television broadcast for WAFL games, reducing sponsorship opportunities for the oval, which would benefit the City and clubs financially
- Lights not suitable for AFLW, WAFLW or WAFL games and reducing the opportunity for game day events, which would generate income for the clubs
- Increased ground activity leads to increased Leederville Town Centre Activity
- Increase in female participation

#### Option 2 – Continue with 500 LUX and increase Vincent contribution

This option considers how the increased cost of the project will be allocated between the stakeholders. There is an option of applying for a further \$100,000 in grant funding from the AFL under this scenario, but it is not guaranteed – refer Option 3.

	Project Cost	Funding Scenario 1	Funding Scenario 2
		Vincent & WAFL Clubs share the increased cost +\$133,665	WAFL Clubs maintain contribution level, Vincent increases contribution +\$267,330
LUX 500	\$1,032,750		
Contingency for rising cost of capital +15%	\$154,913		
Vincent		\$477,915	\$611,580
WAFL Club (Subiaco and East Perth)		\$477,915	\$344,250
GRANT – STATE funding		\$231,833	\$231,833
<b>TOTAL</b>	<b>\$1,187,663</b>	<b>\$1,187,663</b>	<b>\$1,187,663</b>

Risk/Benefit:

- (Benefit) Under Scenario 2 (worst case), the City receives external funding totalling \$576,083, to a City contribution of \$611,580.
- (Benefit) Under Scenario 1 (best case), the City receives external funding totalling \$709,748 and City's contribution reduces to \$477,915.
- (Risk) WAFL clubs not prepared to increase their contribution.

- (Benefit) Utilisation of the ground increases due to improved lighting, and with a flow on benefit to the Leederville Town Centre.
- (Benefit) Suitable for WAFL games and AFL training.

Missed opportunity:

- Lights are not at suitable level for television broadcast for WAFL games, reducing sponsorship opportunities for the oval, which would benefit the City and clubs financially
- Lights not suitable to attract AFLW games and reducing the opportunity for game day events, which would generate income for the clubs

Option 3 - Seek further funding from the AFL

Following discussions with the WAFC, the City can seek further funding from the AFL (the grant is called the AFFF). Different levels of grant funding are available, depending on the standard of lighting.

Assessment of key decision factors:

	500 LUX	1000 LUX
AFL Grant Funding	\$100,000	\$300,000
Television Broadcast	No	Yes
Games/Utilisation	AFL training. WAFL games standard.	WAFL night games. AFL & AFLW broadcasts. Supports AFLW league growth. 10,000+ venue for West Coast AFLW Home Games.
AFL grant priority	Low	High
Estimated cost + contingency	\$1,032,750 + 15%	\$1,466,250 + 15%
Issue – Power	Existing site can accommodate	New incoming power supply upgrade required (additional cost)
Issue – Residential Housing and Light Spill Complaints (Perception)	Lower likelihood	Higher likelihood
Pro/Con – Community Benefit (ROI)	Leederville Town Centre Activation	Leederville Town Centre Activation increases.  Televised promotion of Leederville Oval and the Vincent district.  Support AFLW (female participation)

Moving to 1000 lux would deliver benefit for the Vincent community by allowing Leederville Oval to host AFLW and AFL games, night AFLW, AFL, WAFLW and WAFL games and televised games to be played at Leederville Oval, which would:

1. Increase sponsorship opportunities for the oval, benefiting the City and clubs financially;
2. Increase the usage of the space, generate activity and patronage to the Leederville Town Centre and local businesses;
3. Allow the City and clubs to run more WAFLW, WAFL, AFLW and AFL game day events, generating income for the clubs;
4. Set Leederville Oval up as a key promoter of women’s footy in WA; and
5. Promote Leederville nationally through televised AFLW and AFL games.

<b>SCENARIO 1 – LUX 500 with AFL funding \$100,000</b>	Project Cost	Funding
Lux 500	\$1,032,750	
Contingency for rising cost of capital +15%	\$154,913	
Vincent		\$344,250
WAFL Club (Subiaco and East Perth)		\$344,250
GRANT – STATE funding		\$231,833
GRANT - AFFF (AFL)		\$100,000
Unfunded		\$367,330
<b>TOTAL</b>	<b>\$1,187,663</b>	<b>\$1,187,663</b>

<b>SCENARIO 2 – LUX 1000 with AFL funding \$300,000</b>	Project Cost	Funding
Lux 1000	\$1,466,250	
Contingency for rising cost of capital +15%	\$219,938	
Unknown Cost – New Electrics (Power in)	?	
Vincent		\$344,250
WAFL Club (Subiaco and East Perth)		\$344,250
GRANT – STATE funding		\$231,833
GRANT - AFFF (AFL)		\$300,000
Unfunded		\$465,855 + Power
<b>TOTAL</b>	<b>\$1,686,188 +</b>	<b>\$1,686,188 +</b>

**DISCUSSION POINTS:**

- Night Lights grant is lower than expected. Does Council wish to reduce project scope (Lux 250) or increase contribution, with or without support from the WAFL clubs and AFL.
- Cost of the project is likely to increase, based on procurement experience at Britannia Reserve. 15% contingency is suggested.
- If project scope remains at Lux 500, the City will seek AFL grant funding. The AFL and WAFL would prefer a Lux 1000 standard, as this makes the ground suitable for AFLW and AFL games, and broadcast. However, the cost of the project increases overall and there is an additional cost to increase power capacity.

**ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:**

Council input on preferred options for Leederville Oval lighting project.

**9.4 WASTE PROJECT UPDATE - CESSATION OF COMMERCIAL SERVICES**

**Attachments:** 1. **High Level Survey Results** 

**BACKGROUND:**

Project 8 of the City's Waste Strategy 2018 – 2023 "Commercial Waste Collections Options Appraisal" was established to investigate the value of providing the existing commercial service in its current capacity and review alternative options. This Options Appraisal and aligning Business Case, clearly demonstrated that the current commercial waste service is no longer a viable option in the future.

At the 15 September 2020 Ordinary Council Meeting the decision was made to end the City's commercial waste and recycling service on the 30 June 2021. This decision has now been implemented; the service has ended, and the bin infrastructure retrieved and commercial ratepayers have transitioned over to their new supplier and received their \$520 rates rebate (as detailed in the update report taken to the 17 August Ordinary Council Meeting).

As part of the 15 September 2020 Council decision, Council requested that Administration prepare a post implementation report, as detailed below:

**4. REQUESTS an implementation review report to Council on the discontinuation of the commercial waste service six months after implementation. The review report should include any financial and service impacts on commercial ratepayers and an assessment of any further transitional support that may be required for commercial ratepayers, to be considered as part of the 2022-2023 Annual Budget.**

Administration considered the best approach to ascertain the "**financial and service impacts on commercial ratepayers**", a survey was undertaken by an external consultation/engagement specialist.

**DETAILS:**

Administration did seek quotes from three consultancies (Element, Catalyse and Painted Dog Research) and received two responses – with Catalyse being the successful supplier (based on qualitative criteria and pricing).

**Strategic Intent of the Survey**

Determine if and how local businesses have been impacted by ceasing the City's commercial waste services, exploring:

- Current or replacement waste services
- Type of bins on site
- Adoption of sustainable waste behaviours
- Cost of waste services

**Approach**

A five minute phone survey with a random sample of local businesses (n=100) was conducted. Catalyse profiled respondents by business type, size and location to check for representativeness against loose, non-interlocking quotas. There was an option to use face to face interviewing for top-up sample as needed which was not required.

**Results**

Catalyse is still in the process of finalising a detailed report but the high level results are attached. The overall index score of the satisfaction with current waste services sits at 71 which is a positive outcome.

19% of respondents said waste generation had reduced. 27% said recycling had increased.

78% of respondents were not aware that the rates charged for commercial properties had been frozen.

**10 NEXT MEETING**

12 April 2022

**11 CLOSURE**