



**CITY OF VINCENT**

# **AGENDA**

## **Ordinary Council Meeting 30 May 2017**

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

**Len Kosova  
Chief Executive Officer**



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**PROCEDURE FOR PUBLIC SPEAKING TIME**

The City of Vincent Local Law Relating to Standing Orders prescribes the procedure for persons to ask questions or make public statements relating to a matter affecting the City, either verbally or in writing, at a Council meeting.

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

1. 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, address and Agenda Item number (if known).
2. Public speaking time will be strictly limited to three (3) minutes per member of the public.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Questions/statements are to be directed to the Presiding Member and 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 a Council Member or City Employee.
6. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, he may ask the person speaking to promptly cease.
7. Questions/statements and any responses will be summarised and included in the Minutes of the Council meeting.
8. 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.
9. 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 (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

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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 Manager Governance and Risk on 08 9273 6538.

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**1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY**

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

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

Nil

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

NIL

**4 APPLICATIONS FOR LEAVE OF ABSENCE**

4.1 CR TOPELBERG REQUESTED LEAVE OF ABSENCE FROM 7 JUNE 2017 TO 10 JUNE 2017 (INCLUSIVE) DUE TO WORK COMMITMENTS.

4.2 CR MURPHY REQUESTED LEAVE OF ABSENCE FOR 10 JUNE 2017 TO 28 JUNE 2017 (INCLUSIVE) DUE TO BOTH PERSONAL AND WORK COMMITMENTS.

**5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS****6 CONFIRMATION OF MINUTES**

6.1 ORDINARY MEETING OF COUNCIL HELD 2 MAY 2017

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

8.1 CR MURPHY DECLARED A FINANCIAL INTEREST IN ITEM 12.2 – FESTIVAL AND EVENTS SPONSORSHIP 2017/2018. THE EXTENT OF HIS INTEREST BEING THAT HE HAS HAD AN ASSOCIATION WITH TWO OF THE FUNDING RECIPIENTS. THE NATURE OF HIS ASSOCIATION IS THAT HE HAS DELIVERED TO FESTIVALS FOR BOTH LEEDY CONNECT AND MOUNT HAWTHORN HUB.

8.2 MAYOR COLE DECLARED AN IMPARTIALITY INTEREST IN ITEM 9.2 – NO. 28 (LOT: 235; D/P: 3642) THE BOULEVARDE, MOUNT HAWTHORN – PROPOSED SINGLE HOUSE. THE EXTENT OF HER INTEREST BEING THAT HER SISTER AND FRIENDS LIVE ON THE BOULEVARDE HOWEVER THEY ARE NOT NEIGHBOURS OF, OR IN CLOSE PROXIMITY TO, THE SUBJECT PROPERTY.

**9 DEVELOPMENT SERVICES****9.1 NOS. 317-319 (LOT: 60; D/P: 73688) PIER STREET, PERTH - CHANGE OF USE FROM OFFICE TO CONSULTING ROOM NON-MEDICAL (DAY SPA) (UNLISTED USE) AND RECREATIONAL FACILITY (YOGA STUDIO) (RETROSPECTIVE)**

TRIM Ref: D17/54430  
Author: Amie Groom, Statutory Planning Officer  
Authoriser: John Corbellini, Director Development Services  
Ward: South  
Precinct: 13 – Beaufort

Attachments: 1. Attachment 1 - Consultation and Location Map   
2. Attachment 2 - Development Application Plans   
3. Attachment 3 - Applicant's Justification   
4. Attachment 4 - Parking Management Plan   
5. Attachment 5 - Determination Advice Notes 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, APPROVES BY ABSOLUTE MAJORITY the development application for Change of Use from Office to Consulting Room Non-Medical (Day Spa) (Unlisted Use) and Recreational Facility (Yoga Studio) at Nos. 317-319 (Lot 60; D/P: 73688) Pier Street, Perth in accordance with the plans included as Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Active Frontage**

Windows, doors and adjacent areas fronting Pier Street shall maintain an active and interactive relationship with the street to the satisfaction of the City. Darkened, obscured, mirror or tinted glass or the like is prohibited;

**2. External Fixtures**

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and be screened from view from the street, and surrounding properties to the satisfaction of the City;

**3. Use of Premises**

3.1. The development shall be used in accordance with the definition of 'Non-Medical Consulting Rooms' set out under the City's Policy No. 7.5.22 – Consulting Rooms except the area shown as 'YOGA STUDIO' on the approved plans, which shall be used in accordance with the definition of 'Recreational Facility' (Yoga Studio) as defined by Town Planning Scheme No. 1;

3.2. The use shall be limited to a maximum of four beauty therapists operating at any one time;

3.3. The hours of operation for the 'Non-Medical Consulting Rooms' (Beauty Therapy) shall be limited to the following times:

- 8:00am to 9:00pm Monday to Friday;
- 8:00am to 5:00pm Saturday;
- 11:00am – 5:00pm Sundays and Public Holidays (except Christmas Day, Good Friday and Anzac Day); and
- CLOSED Christmas Day, Good Friday and Anzac Day;

3.4. The 'Recreational Facility' (Yoga Studio) use shall not operate at the same time as the 'Non-Medical Consulting Rooms' (Beauty Therapy) use; and

3.5. The Office use is incidental to the 'Non-Medical Consulting Rooms' and is not to operate as a stand-alone use;

4. Stormwater

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

5. Verge Trees

No 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;

6. Parking Management Plan

The use shall operate in accordance with the Parking Management Plan dated 17 April 2015 to the satisfaction of the City;

7. Cash in Lieu

Prior to use of the development, a cash-in-lieu contribution to be paid for the shortfall of 2.89 car bays, based on the cost of \$5,200 per bay as set out in the City's 2014/2015 Schedule of Fees and Charges being a contribution of \$15,028, with payments of \$11,929 which has already been made in relation to the operation of this use being deducted from the total amount;

8. Signage

The signage shown on the approved plans does not form part of this approval; and

9. General

Where a condition has a time limit for compliance, and the condition is not met in the required time limit, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

**PURPOSE OF REPORT:**

To consider an application for development approval for the continuation of a Non-Medical Consulting Room – Day Spa and Recreational Facility (Yoga Studio) and associated signage at Nos. 317-319 Pier Street, Perth.

**BACKGROUND:**

<b>Landowner:</b>	N White
<b>Applicant:</b>	C Fox
<b>Date of Application:</b>	12 December 2016
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential Commercial R-Code: R80 TPS2: Zone: Residential Commercial R-Code: R80
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Office, Consulting Room (Non-Medical) and Recreational Facility
<b>Proposed Use Class:</b>	Consulting Room (Non-Medical) (Day Spa) – Unlisted Use Recreational Facility (Yoga Studio) – "AA" Use
<b>Lot Area:</b>	633m <sup>2</sup>
<b>Right of Way (ROW):</b>	Not Applicable
<b>Heritage List:</b>	Not Applicable

The subject site is located on Pier Street, opposite NIB Stadium. The site is zoned 'Residential Commercial R80'. The location of the subject site is shown in **Attachment 1**. The adjoining properties are zoned 'Residential Commercial R80' with an office located to the north, a grouped dwelling development to the south and a single house to the west.

The City under Delegated Authority approved an initial application for a Day Spa and Yoga Studio for this site on 13 January 2015 for a period of 12 months in accordance with the City's Policy No. 7.5.22 – Consulting Rooms. The business commenced operating in 2015. An application to renew the approval was determined by the City of 16 February 2016 with a condition again limiting the approval to a period of 12 months.

As a result of the time limit imposed a further application was lodged on 12 December 2016 to enable the use to operate without a time limitation.

Both of the previous approvals limited the operating hours of the Day Spa as follows:

- 8:00am to 9:00pm Monday to Friday;
- 8:00am to 5:00pm Saturday;
- 11:00am – 5:00pm Sundays and Public Holidays (except Christmas Day, Good Friday and Anzac Day); and
- CLOSED Christmas Day, Good Friday and Anzac Day.

No time limitation was placed on the yoga studio operating hours, though the previous conditions of approval required the yoga studio to operate outside of the day spa hours of operation. As such the classes are scheduled at either 6:00am, 6:30am, 8am, 5:30pm and 6:00pm.

Since the first approval was issued for the development the City has received no complaints in relation to the use.

#### **DETAILS:**

The Day Spa portion of the initial applications were assessed as 'Consulting Rooms' under the City's Town Planning Scheme No. 1 which is considered an "SA" use within a 'Residential/Commercial' zone. On assessment of the current proposal it was identified that the use cannot reasonably be determined as falling within the definition of 'Consulting Rooms' in TPS 1 which is defined as:

*"any building or part thereof used in the practice of a profession by a legally qualified medical practitioner or dentist, or by a physiotherapist, a masseur, a chiropractor, a chiropodist, or a person ordinarily associated with a medical practitioner in the investigation or treatment of physical or mental injuries or ailments but does not include a hospital".*

The business offers beauty therapies, massage, facials and body and healing therapies by four qualified beauty therapists. This does not relate to the investigation or treatment of physical or mental injuries or ailments, and as a result is not considered to meet the definition of a "Consulting Room" under TPS1.

The City's Policy No. 7.5.22 – Consulting Rooms defines 'Non-medical Consulting Rooms' as:

*"any building or part thereof used in the practice of a qualified beauty technician, touch therapist, natural massage therapist or the like".*

The Day Spa use is considered to fall within this definition. The Yoga Studio aspect of the development is considered to fall within the definition of 'Recreation Facility' under Town Planning Scheme No. 1 (TPS 1).

An ancillary office is located on the southern portion of the building. The office is associated with the operation of the Day Spa to carry out administrative activities such as book keeping, marketing, meeting with suppliers, research of new treatments, payroll, storage of client files and accounts payable. The office operates during Day Spa hours only.

As part of the assessment of the application, a site inspection was conducted and identified that the onsite signage was not in accordance with the requirements of the City's Policy No. 7.5.2 - Signs and Advertising. The City liaised with the applicant, however, adequate plans depicting the details of the proposed signage have not been provided. As a result it is recommended that a condition be included on any approval stating that the any signage on site does not form part of this approval. A separate retrospective application for signage will be required for this signage.

Aside from the existing signage, the application proposes no further physical changes to the building.

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the TPS 1, the City's Built Form Policy No. 7.1.1 (Built Form Policy) and the State Government's Residential Design Codes (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	Requires the Discretion of Council
Land Use		✓
Parking and Access		✓
Signage		✓

### Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
<b>Town Planning Scheme No. 1</b>	
"P" Use	Consulting Room (Non-Medical) (Day Spa)– Unlisted Use  Recreational Facility (Yoga Studio) – "AA" Use
Parking and Access	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.7.1 – Parking and Access</b>	
7 car bays	3 car bays
Signs and Advertising	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.5.2 – Signs and Advertising</b>	
Signage on fencing is to be limited to a maximum of one sign per street frontage on any one lot.	Six signs proposed on fencing along Pier Street frontage.

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

### CONSULTATION/ADVERTISING:

The application was advertised for a period of 14 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 16 March to 29 March 2017. The method of advertising included 10 letters being mailed to all owners and occupiers within close proximity to the subject site, as shown on **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

No submissions were received during the consultation period.

### Design Advisory Committee (DAC):

Referred to Design Advisory Committee: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Town Planning Scheme No. 1;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.5.2 – Signs and Advertising;
- Policy No. 7.5.22 – Consulting Rooms; and
- Policy No. 7.7.1 – Parking and Access.

The applicant will have the right to have Council's decision reviewed by the State Administrative Tribunal (SAT) in accordance with Part 14 of the *Planning and Development Act 2005*.

**Delegation to Determine Applications:**

This matter is being referred to Council as the application proposes an Unlisted Use which requires an Absolute Majority Decision.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that 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:**

The City's Strategic Plan 2013-2023 states:

*"Natural and Built Environment*

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Land Use

The predominant use cannot reasonably be determined as falling within the definition of 'Consulting Rooms' in TPS 1 and is therefore considered an 'Unlisted Use'. The use is considered to meet all of the requirements of the City's Policy No. 7.5.22 – Consulting Rooms relating to non-medical consulting rooms including the hours of operation and accredited qualification of employees.

The use of an existing house ensures that the character and scale of the site are compatible with the adjacent residential development. The office use occupies a small area of the building and is used as an 'Administrative Hub' by the non-medical consulting room (Day Spa) staff. The office carries out administrative activities and operates at the same time as the non-medical consulting room use. As part of the technical assessment, this use is considered incidental to the non-medical consulting room use. A condition is recommended accordingly.

The Recreational Facility (Yoga Studio) operates as per the earlier development approval and offers seven classes a week with a maximum of 12 people in each class. The yoga classes are scheduled to operate at different times to the day spa to minimise car parking conflict between the two uses.

The development has been in operation for 24 months and during this time the City has not received any complaints regarding the development. The business was awarded Australian Day Spa of the year in 2016 and announced in the Sodashi Skincare Award in February 2017, further demonstrating the quality and legitimacy of the development.

#### Parking

The application includes three on-site car parking bays in lieu of ~~six~~ seven as required by the City's parking policy. The previously approved application required the payment of \$15,028 for 2.89 car parking bays. This figure of 2.89 bays took into account the 1.046 bay shortfall approved for the previous 'Office' use on site and so of the total 3.936 bay shortfall proposed by the 'Consulting Room Non-Medical (Day Spa)' change of use resulted in a 2.89 bay or \$15,028 cash-in-lieu payment requirement. The applicant entered into a payment plan agreement with the City and has been paying regular monthly instalments. To date, \$3,099 remains outstanding. The standard condition for cash-in-lieu has been amended to take into account the payment already made.

As part of the initial application a parking management plan was also required to ensure that parking was managed appropriately given the shortfall. A plan was submitted to the City and subsequently approved on 17 April 2015. The plan is considered relevant to the operation of the use and a condition is recommended accordingly.

Given the use has been operating successfully for a number of years in accordance with the parking management plan and without complaint, the parking shortfall and associated 2.89 bay cash-in-lieu payment is considered acceptable.

#### Conclusion

The use has been operating since 2015 with no concerns or complaints having been received with the City. In this instance, the use is considered legitimate and compatible with the surrounding locality and it is recommended that Council approves the proposal subject to conditions.

**9.2 NO. 28 (LOT: 235; D/P: 3642) THE BOULEVARDE, MOUNT HAWTHORN – PROPOSED SINGLE HOUSE**

TRIM Ref: D17/53819  
Author: Steve Laming, Statutory Planning Officer  
Authoriser: John Corbellini, Director Development Services  
Ward: North  
Precinct: 1 – Mount Hawthorn  
Attachments: 1. Attachment 1 - Consultation and Location Map   
2. Attachment 2 - Development Application Plans   
3. Attachment 3 - Applicant's Justification   
4. Attachment 4 - Summary of Submissions   
5. Attachment 5 - Determination Advice Notes 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, APPROVES the development application for a Proposed Single House at No. 28 (Lot: 235; D/P: 3642) The Boulevarde, Mount Hawthorn in accordance with the plans included as Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Boundary Wall**

The owners of the subject land shall finish and thereafter maintain the surface of the boundary walls facing No. 26 The Boulevarde in a good and clean condition prior to the use or occupation of the development to the satisfaction of the City. The finish of the walls are to be fully rendered or face brickwork or other such finish to the satisfaction of the City;

**2. External Fixtures**

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and where practicable from surrounding properties to the satisfaction of the City;

**3. Landscape and Reticulation Plan**

A detailed landscape and reticulation plan for the development site and adjoining road verge is to be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

- 3.1. The location and type of existing and proposed trees and plants;
- 3.2. The provision of mature tree planting with a canopy cover, at maturity, of 32% of the site area, and the provision of 25% of the site area as deep soil zones as shown on the approved plans; and
- 3.3. Areas to be irrigated or reticulated;

**4. Verge Trees**

No 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;

**5. Schedule of External Finishes**

Prior to the commencement of development a detailed schedule of external finishes (including elevation plans that depict materials and colour schemes and details of all structures including the dwelling, garage and front fencing) 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;

**6. Stormwater**

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

**7. Street Walls and Fencing**

The timber panel infill to the street walls and fencing on The Boulevard and Hawthorn Street shall be visually permeable in accordance with the Residential Design Codes; and

**8. General**

Where a condition has a time limit for compliance, and the condition is not met in the required time limit, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

**PURPOSE OF REPORT:**

To consider an application for development approval for a single house at No. 28 The Boulevard, Mount Hawthorn.

**BACKGROUND:**

<b>Landowner:</b>	S & S Colangelo
<b>Applicant:</b>	Paul Starcevich
<b>Date of Application:</b>	14 December 2016
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R30 TPS2: Zone: Residential R30
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House
<b>Proposed Use Class:</b>	Single House - "P"
<b>Site Area:</b>	468m <sup>2</sup>
<b>Right of Way (ROW):</b>	6 metres, City owned, sealed, easement with rights of access for subject site
<b>Heritage List:</b>	Not applicable

The subject site is located on the corner of The Boulevard and Hawthorn Street in Mount Hawthorn. The site is zoned 'Residential R30'. The location of the subject site is shown in **Attachment 1**. At the rear of the subject site is a City owned right-of-way (ROW) which is 6m wide and includes an easement with rights of access provided to the subject site. The adjoining properties are zoned 'Residential R30' and The Boulevard is largely characterised by single storey single houses.

The site is currently occupied by a single storey single house, which is not included in the City's Municipal Heritage Inventory. Demolition of the existing building does not form part of the proposal, which only relates to the construction of a two storey single house.

The proposed dwelling has been designed with a two storey section located in the portion of the site closest to and fronting The Boulevard and the single storey section to the rear. The application proposes varying roof forms with the two storey component at the intersection of The Boulevard and Hawthorn Street along with the garage having a pitched roof form, and the remaining two storey component on the southern boundary and the single storey component having a flat roof form. The proposal includes a boundary wall for the garage on the southern boundary abutting 26 The Boulevard. The development proposes to retain the

four existing verge trees and provide landscaping across the site consisting of sixteen new trees along the northern and western boundaries and a garden bed with a ground creeper in the front setback area.

Following community consultation the proposal was amended to address the City's concerns and those raised during the consultation period as outlined in the report. The amended plans are included as **Attachment 2** and now form the development proposal presented to Council for consideration.

The applicant agreed to extend the period for which the application is to be determined, however did not consent to extending the timeframe further to allow for the application to be readvertised as all of the amendments reduced the level of variation and therefore the readvertising timeframe was considered excessive. As a result of the agreed timeframe, processing of the application is within the statutory timeframe in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS 1), the City's Built Form Policy No. 7.1.1 (Built Form Policy) and the State Government's Residential Design Codes (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	Deemed-to-Comply	Requires the Discretion of Council
Site Area	✓	
Street Setback		✓
Lot Boundary Setback	✓	
Open Space/Communal Open Space	✓	
Building Height	✓	
Setback of Garages and Carports	✓	
Garage Width	✓	
Street Surveillance	✓	
Street Walls and Fences		✓
Sight Lines	✓	
Outdoor Living Area	✓	
Landscaping	✓	
Parking, Car Parking Spaces, Vehicle and Pedestrian Access	✓	
Site Works/Retaining Walls	✓	
Stormwater Management	✓	
Visual Privacy	✓	
Solar Access for Adjoining Sites	✓	
Outbuildings	✓	
External Fixtures	✓	
Utilities and Facilities	✓	
Ancillary/Aged and Single Bed Dwelling	✓	
Environmentally Sustainable Design	✓	
Developments on Rights of Way	✓	

### Detailed Assessment

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

Street Setback	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.1.1 – Built Form</b>	
A minimum 5.2m street setback	4.5m

Street Walls and Fences	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.1.1 – Built Form</b>	
Maximum height = 1.80m	1.97m
Maximum height of piers = 2.0m	2.2m

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:

The application was advertised for a period of 14 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 23 February 2017 – 9 March 2017. The method of advertising included advertising the proposal on the City's website and 10 letters being mailed to all owners and occupiers within close proximity to the subject site, as shown on **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

A total of 18 submissions were received, all being objections. The main issues raised in the submissions are summarised as follows:

- the two storey development will be imposing on surrounding properties;
- the development proposal impacts on the character and streetscape given the style, scale and materials. The building design has an adverse impact with a large footprint, roof design and setbacks that are inconsistent with the street; and
- loss of existing on-site trees and insufficient landscaping.

Concerns were raised during the community consultation period regarding a lack of community consultation with all owners/occupiers on The Boulevarde. As part of the advertising process, letters were sent to owners and occupiers of adjoining properties as shown in **Attachment 1**, which is in accordance with the advertising requirements for a single house set out in the City's Policy No. 4.1.5 – Community Consultation. Notwithstanding the above, the proposal was advertised the City's website a number of submissions were received during the consultation period from owners/occupiers of properties located outside of that area, which have been considered in the report.

At the conclusion of the community consultation period, and following further discussions with Administration, the applicant provided amended plans, included as **Attachment 2**, to address the City's concerns and the comments raised by the community during the consultation period. The amended plans made the following changes to the advertised proposal:

- Generally increased the setbacks proposed and reduced the number of departures from the deemed-to-comply provisions of the City's Built Form Policy No. 7.1.1 and Residential Design Codes;
- Redesigned the first floor, including the protruding box style windows, to include a 1.25 metre high solid wall above the finished floor level and 1.8 metre high fully glazed windows, which wrap around The Boulevarde and Hawthorn Street elevations. The three central windows on the upper floor Hawthorn Street elevation now have white timber shutters;
- Increased the setback of the feature wall to Hawthorn Street from 1.5 to 2.7 metres;
- Reduced the height of the southern boundary wall from a maximum height of 3.8 metres to 3.05 metres and an average height of 3.7 metres to 2.9 metres, which now complies with the deemed-to-comply standards of the R-Codes;
- Reduced the maximum building height from 8.9 metres to 8.2 metres by reducing the profile of the roof form, which complies with the deemed-to-comply standards of the Built Form Policy;
- Removed the vehicular access initially proposed from Hawthorn Street and replaced with vehicular access from the ROW, which complies deemed-to-comply standards of the R-Codes and Built Form Policy. The garage on the Hawthorn Street elevation now includes a feature brick wall with contrasting render support structures and high vent windows;
- Reduced the maximum height of the garage from 6.5 metres to 5.55 metres, which meets the deemed-to-comply standards of the R-Codes and Built Form Policy;
- Included landscaping that the deemed-to-comply standards of the Built Form Policy, consisting of 25% Deep Soil Zones and 32% canopy coverage at maturity; and

- Incorporated a mix of materials that reference materials of the existing housing stock on The Boulevard, including weatherboard clad façade, recycled red brickwork to the front fencing, half round gutters and raking eaves and a custom orb 30 degree pitched roof to the garage and portion of the upper floor.

The above changes do not result in any additional variations impacting on the adjoining properties. As a result re-advertising of the proposal is not required under the City's Policy No. 4.1.5 – Community Consultation or the Residential Design Codes, and are the subject of this report.

The applicant's justification and response to the community's concerns raised during the consultation period is included as **Attachment 3**.

A summary of the submissions and Administration's comment on each of these is included as **Attachment 4**.

#### **Design Advisory Committee (DAC):**

Referred to Design Advisory Committee: No

#### **LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Town Planning Scheme No. 1;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form.

It is noted that development approval for the demolition of the existing single house to make way for the proposed development is not required as per the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The applicant will have the right to have Council's decision reviewed by the State Administrative Tribunal (SAT) in accordance with Part 14 of the *Planning and Development Act 2005*.

During community consultation reference was made to the Mount Hawthorn Precinct Policy. On 13 December 2016 Council at its meeting adopted the Built Form Policy, which was published on 21 January 2017 and rescinded a number of the City's previous planning policies, including the Mount Hawthorn Precinct Policy. The provisions of the Mount Hawthorn Precinct Policy are no longer applicable.

The Mount Hawthorn Precinct Policy set out the following provisions for development within a residential zone as follows:

#### *"1. RESIDENTIAL ZONE*

*All residential development is to comply with the City of Vincent Town Planning Scheme No. 1, City's Policy relating to Residential Design Elements and the Residential Design Codes (R Codes).*

*Notwithstanding the above, for the areas fronting Gibney Street that are zoned Residential R80 the height limit is three storeys and for the areas zoned Residential R100 the height limit is four storeys."*

On the above basis the proposal for a two storey development on the subject site zoned R30 would have complied with the Mount Hawthorn Precinct Policy.

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

This matter is being referred to Council as the City received more than five objections during community consultation.

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

It is Administration's view that 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:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Streetscape and Character

Concerns were raised during the community consultation process in relation to the building height, being two storeys, along with the roof form and overall design not being in keeping with the existing streetscape character. The Residential Design Codes and the City's Built Form Policy permit two storey development and the proposal satisfies the deemed-to-comply provisions with regards to building height. The design has been amended significantly to address the remaining design concerns raised so that the dwelling more positively contributes to the streetscape

The proposal incorporates a combination of roof forms, with the northern two storey component and garage having a pitched roof form, and the southern two storey component and the single storey component having a concealed roof. This assists in minimising the perceived impact of building bulk on the southern adjoining property. The development is also now further setback from the street, has a reduced height and incorporates major openings on the ground and upper floors and a clearly defined entry point to the front door, which reduces the bulk of the development and provide a good interaction with The Boulevard.

Concerns were also raised in relation to the southern boundary wall being unnecessarily high. The revised proposal demonstrates that the southern boundary wall complies with boundary wall deemed-to-comply standards of the Built Form Policy, with a maximum height of 3.05 metres provided in lieu of the permitted maximum height of 3.5 metres, and an average height of 2.9 metres in lieu of the permitted average height of 3 metres.

Street Setback

The proposed street setback is not consistent with the deemed-to-comply standards set out in the City's Local Planning Policy No. 7.1.1 – Built Form. The front setback proposed to The Boulevard is 4.5 metres increasing to 6 metres whereas the Built Form Policy sets a deemed-to-comply standard based on an average of the five residential properties on either side of the subject property. In this instance it only includes those properties to the south which equates to a deemed-to-comply street setback of 5.2 metres.

Sufficient setback to the street has been maintained for soft landscaping, including the provision of seven trees, a garden bed and deep soil zones which will soften the impact of the reduced setback on the streetscape. The proposal includes a garden bed in the front setback area to The Boulevard and does not include a crossover or driveway to this area. The proposed design of the front elevation now provides a number of features that reflect the surrounding residential properties and sufficient landscaping is provided in the front setback area. Whilst The Boulevard is currently not a identified on the City's Character Retention Guidelines Policy No. 7.5.15, the proposal has incorporated a mix of materials that take reference from the existing housing stock on the street, including weatherboard clad façade, rustic red brickwork to the front fencing, half round gutters and raking eaves and a custom orb 30 degree pitched roof to the garage and portion of the upper floor.

Street Walls and Fences

The proposed street wall and fencing to The Boulevard and Hawthorn Street exceed the maximum permitted heights set out in the deemed-to-comply provisions of the Built Form Policy. The fencing to The

Boulevard has a maximum height of 1.9 metres in lieu of the deemed-to-comply maximum height of 1.8 metres. The street wall and fencing to Hawthorn Street has a maximum height of 1.97 metres in lieu of the deemed-to-comply maximum height of 1.8 metres and a maximum pier height of 2.2 metres in lieu of the deemed-to-comply maximum height of 2 metres.

The minor increase in wall and pier heights is due to a change in natural slope in the site, with a 0.41 metre drop in site levels from north-to-south on The Boulevard and a 0.91 metre drop in site levels from west-to-east on Hawthorn Street.

The proposed street walls, fencing and piers will be constructed of solid brick with timber panel infill, which is compatible with the style and materials of the walls and fences in the immediate surrounding area.

The plans do not note the timber infill as being visually permeable and therefore it is recommended that a condition is imposed requiring the street fencing infill to be visually permeable in accordance with the Residential Design Codes.

#### Landscaping

Concerns were raised during the community consultation period in relation to the loss of existing on-site trees and insufficient landscaping. The application proposes to remove the four existing on-site trees to accommodate the development, however proposes to retain the four existing verge trees on The Boulevard and Hawthorn Street. The proposal is consistent with the deemed-to-comply standards relating to landscaping set out in the Built Form Policy, with 25% Deep Soil Zones provided in lieu of the minimum required 15%, and 32% canopy coverage at maturity provided in lieu of the minimum required 30%. The landscaping is designed to reduce the impact of the development on adjoining properties and the streetscape.

#### Conclusion

Although the proposal requires Council to exercise its discretion in relation to the proposed street setback and the street fence, these elements of the proposal are considered to meet the design principles/criteria set out in the Built Form Policy, and are not considered to adversely impact the adjoining properties or the streetscape. The proposed development addresses the objectives of the City's policies and are considered consistent with the future character of the surrounding locality.

The proposal is recommended for approval subject to conditions.

**9.3 RESPONSE TO NOTICE OF MOTION (ITEM 10.2 OMC 20 SEPTEMBER 2016) – REQUEST TO INVESTIGATE THE REQUIREMENTS, CONDITIONS AND ASSOCIATED COMPLIANCE FOR DEVELOPMENT APPLICATIONS INVOLVING TREE RETENTION ON PRIVATE LAND**

**TRIM Ref:** D17/54052  
**Author:** Ian MacRae, Planning Officer (Strategic)  
**Authoriser:** Stephanie Smith, Acting Manager Policy and Place  
**Attachments:** Nil

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

1. The changes made by Administration to the City's development assessment and enforcement procedures in relation to requirements, conditions and associated compliance for development applications involving tree retention on private land, as set out in this report; and
2. That local planning policy provisions relating to tree retention on privately owned land will be included as a future amendment to Local Planning Policy 7.1.1 – Built Form following the Western Australian Planning Commission's determination of the policy provision under Clause 7.3.2 of State Planning Policy 3.1: Residential Design Codes.

**PURPOSE OF REPORT:**

To consider Administration's response to the Notice of Motion presented at the Ordinary Council Meeting on 20 September 2016 (Item 10.2).

**BACKGROUND:**

The City has a focus on improving canopy coverage from trees and has already undertaken a number of actions in this regard including extensive tree planting in the public realm and introducing policy provisions that require landscaping and tree canopy to be provided in developments. However, there is limited policy guidance to encourage and facilitate the retention of existing trees on private properties through the development process and many existing trees on private property are still being removed to accommodate development. To address this concern Administration has been requested to investigate requirements, conditions and associated compliance for development applications involving tree retention on privately owned land (20 September 2016 Council Meeting, Item 10.2).

The Notice of Motion adopted is provided below:

*"That Council requests the Chief Executive Officer to:*

1. *Investigate and prepare Local Planning Policy provisions that will guide the application of conditions on development approvals where mature trees are required to be retained as part of a development through measures such as:*
  - 1.1 *Requiring an arboriculturist's report to be submitted to the City prior to commencement of development on the site;*
  - 1.2 *Ensuring that the recommendations of that report are required to be implemented by the developer/owner(s); and*
  - 1.3 *Including any other requirements the City believes will strengthen the planning and compliance framework to prevent wilful damage, neglect or removal of trees that are conditioned to be retained; and*
2. *Present a report to Council by May 2017 to examine the legal and operational mechanisms to require the City's approval for the removal of trees on private property and the introduction of subsequent penalties similar to those relating to the unauthorised removal of street trees."*

**DETAILS:**

Administration has conducted an investigation into the requirements, conditions and associated compliance for development applications involving tree retention on private land. This investigation has found that there are a number of ways that the City can influence the development and compliance processes to maximise tree retention on privately owned land.

**1. Approval Requirements***Development Approval Requirements*

The removal of a single tree on private land is not considered to constitute development under the *Planning and Development Act 2005* so the City is not able to require a development application for the removal of a tree. Where a development application is required for another purpose and there is an existing tree on the site that is relevant to the development the City may apply conditions relating to the retention of the tree.

*Local Law Approval Requirements*

The City could introduce local law provisions to require a separate approval for tree removal and fines for unauthorised removals. However, this is not current practice in Western Australia and any local law changes would require the approval of the State Government. As the City's concerns are predominately associated with the compliance with development conditions, rather than the requirement for approval for tree removal, this approach is not considered suitable.

*Local Planning Scheme Approval Requirements*

Clause 21 of Town Planning Scheme No. 1 (TPS1) enables the City to list trees on the City's Trees of Significance Inventory and the Trees of Significance Policy provides guidance on the process for listing a tree. The removal of a tree from the Trees of Significance Inventory requires the approval of the City under TPS1.

This same provision was also included in the City's draft Town Planning Scheme No. 2 when it was adopted by Council on 18 November 2014. The draft Town Planning Scheme No. 2 is currently awaiting determination by the Minister for Planning.

**2. Tree Retention Policy Provisions**

The City has two policies that are relevant to tree retention. These include Local Planning Policy No. 7.1.1 – Built Form and Policy No. 7.6.3 – Trees of Significance.

The City's Trees of Significance Policy provides guidance on the process for listing a tree on the Trees of Significance Inventory. Where trees are included on the Trees of Significance Inventory the Policy provides guidance on how they should be maintained and protected. Trees on the Inventory must meet specific criteria which would mean that only trees of special importance can be registered.

The Trees of Significance Inventory is not intended to address general removal of existing trees on development sites. To protect trees on development sites under this Policy each tree would need to be identified, nominated and approved for listing prior to any development. This approach would be expensive, complex and possibly controversial. In addition, some trees may not be suitable for inclusion on the Trees of Significance Inventory despite their importance in relation to an individual development. For these reasons it is not considered necessary to amend this Policy.

The City's existing Built Form Policy encourages tree retention on privately owned land by providing that a proposal may be permitted to have a reduced deep soil planting zone where an existing tree is retained in the development. The City could introduce new local planning policy provisions into the Built Form Policy requiring that certain existing trees are retained. This approach, combined with the use of a condition on a development approval, would further strengthen the statutory weighting of the requirement to retain existing trees than a condition imposed in isolation.

**3. Development Assessment Review**

As a result of the Notice of Motion, the City undertook a review of its development assessment procedures applicable to existing tree retention on development sites. As a result, the City's Administrative procedures

have been updated to ensure that an arboriculture report is provided when a development application is lodged and there are existing trees potentially impacted by the development. This ensures that any existing trees worthy of retention are identified and their retention can be fully considered as part of the development assessment process.

The current *Planning and Development (Local Planning Schemes) Regulations 2015* allow the City to impose conditions on development approvals requiring that existing trees are to be retained. A set of standard conditions has now been developed that can be adjusted and applied as needed to suit the individual circumstances of each approval.

#### 4. Enforcement Procedure Review

The City ensures compliance with all conditions that are applied to development approvals, including those relating to existing tree retention. Where a breach of a condition can be established the City can take enforcement action under the *Planning and Development Act 2005*. The City's Prosecution and Enforcement Policy provides the below enforcement options:

- Verbal direction;
- Warning letter;
- Issue of Infringement Notice/s;
- Issue of Notices/Orders/Directives;
- Prosecution action; and
- Any combination thereof.

Prosecution of a breach can result in a penalty for each breach of up to \$200,000 for an individual and \$1,000,000 for a corporation. There is already sufficient ability for the City to undertake necessary compliance action where developers do not comply with development conditions so it is not considered necessary to make changes to the City's Prosecution and Enforcement Policy to enable this.

Following the Notice of Motion the City has reviewed the enforcement procedure followed for breaches involving the removal of a tree. The City's previous approach was to provide alleged offenders with the option of lodging an application for retrospective development approval for all breaches. If retrospective approval was then lodged and obtained, the City would not pursue prosecution. As a result of this review the City's enforcement procedure has been modified to ensure that where a tree is removed in contravention of a condition of development approval, the decision to prosecute is still assessed and considered against the public interest test and other criteria set out in the Prosecution and Enforcement Policy, even if the offender has sought retrospective approval for the removal of that tree.

#### **CONSULTATION/ADVERTISING:**

Nil.

#### **LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Town Planning Schemes) Regulations 2015*;
- Policy No. 2.1.1 - Street Trees;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form; and
- Policy No. 7.6.3 – Trees of Significance.

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

Nil.

#### **STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013 – 2023 states:

*"1.1.1 Develop and implement a Town Planning Scheme and associated policies, guidelines and initiatives that deliver the community vision."*

**SUSTAINABILITY IMPLICATIONS:**

The City's Sustainable Environment Strategy 2011 – 2016 states:

- “Objective 6: Re-establish, conserve and enhance floral and faunal biodiversity, native vegetation, green spaces and green linkages within the City.*
- Action 3.11: Require the retention of existing trees on street verges, and encourage the retention of vegetation and trees on private lots.”*

City of Vincent Greening Plan 2014 states:

- “Objective 5: Greening New Development*
- Actions: Amend planning policies to increase and tighten requirements for the provision of green space in new developments.*
- Use available planning instruments to mandate the retention or reinstatement of existing vegetation.*
- Use available planning instruments to incentivise the retention or reinstatement of existing vegetation.”*

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

As a result of this review the City has made several improvements to its development assessment and enforcement procedures to ensure that existing trees are retained in the development process. It is not considered necessary for the City to draft legislation that would require all tree removal to be approved by the City. The most appropriate response for the City to strengthen its current position on existing tree retention would be to introduce additional local planning policy provisions, in the Built Form Policy, to set out the circumstances when relevant development conditions shall apply. Local planning policy provisions of this nature have been drafted and including these provisions in the Built Form Policy would need to be undertaken through a policy amendment process.

Several provisions of the Built Form Policy are currently with the Western Australian Planning Commission for consideration and determination under Clause 7.3.2 of the R-Codes. As these provisions are still under consideration it is recommended to undertake a further amendment to the Built Form Policy once a determination has been made to address existing tree retention on private land.

**10 TECHNICAL SERVICES****10.1 WATER CORPORATION – LONG TERM WATER MAIN REPLACEMENT PROGRAM WITHIN THE CITY OF VINCENT**

**File Number:** D17/44915

**Author:** Rick Lotznicker, Director Technical Services

**Authoriser:** Rick Lotznicker, Director Technical Services

**Attachments:** 1. Long Term Water Main Replacement Program 

**RECOMMENDATION:**

**That Council:**

**1. NOTES:**

1.1. the information regarding the Water Corporation Long Term Water Main Replacement Program within the City of Vincent; and

1.2. that Administration is ensuring that ALL reinstatements are being undertaken to the satisfaction of the City;

2. **REQUESTS** the Chief Executive Officer to write to the Chief Executive Officer of the Water Corporation to obtain an undertaking that any substandard reinstatement works of the City's infrastructure, resulting from the Water Main Replacement Program, that are discovered within 24 months of the works being completed be rectified by the Water Corporation to the satisfaction of the Director Technical Services;

3. **REQUESTS** the Water Corporation to provide an indicative long term Water Main Replacement Program within the City of Vincent local government area to assist the City in its forward planning and scheduling of its future infrastructure renewal and upgrade works; and

4. **RECEIVES** further progress reports on the program as required.

**PURPOSE OF REPORT:**

To consider information on the Water Corporation's Water Main replacement program within the City of Vincent.

**BACKGROUND:**

Perth's cast iron water main network is over 100 years old and has reached the end of its serviceable life and in order to avoid more frequent water main bursts and leaks, the Water Corporation has commenced a program of replacing the majority of its cast iron pipes with either high density polyethylene (HDP) for reticulation lines and concrete lined mild steel for the main lines.



Old Cast Iron Pipes

**DETAILS:**

The Water Corporation has advised that in the City of Vincent, and in other local government areas, two types of replacement projects are currently being undertaken:

- Main lines – which carry water to service the reticulation mains;
- Reticulation mains – which carry water supplied from the main lines with connections to individual properties.

**Current projects (refer Attachment):**

For the works within the City of Vincent, the Water Corporation has awarded separate contracts for the various projects.

As outlined below 20 projects are currently in progress, completed, nearing completion or not commenced by four separate contractors.

Reticulation Mains – (Contractor: DM Civil):

From observation, it appears that DM Civil are on schedule - currently in Mary Street and William Street.

Road	Section	Duration (days)	Scheduled completion date	Status
William St	Vincent St to Bulwer St	42	April 2017	in progress
Brisbane St	William St to Beaufort St	37	May 2017	in progress
Anzac Rd	Lynton St to Oxford St	75	July 2017	in progress
London St	Ellesmere St to Scarb Bch Rd	90	May 2017	In progress
Scarb Bch Rd	Matlock St to Coogee St	28	April 2017	in progress
Scarb Bch Rd	Edinboro St to Charles St	87	June 2017	in progress
Angove St	Charles St to Fitzgerald St	54	August 2017	not commenced
Mable St	Charles St to Hunter St	21	March 2017	completed
Albert St	Angove St to School	35	May 2017	not commenced
Woodville St	View St to Angove St			
Mary St	William St to Beaufort St	27	June 2017	in progress
Ruth St	William St to Lake St	38	July 2017	not commenced
Parry St	Stirling St to Lord St	30	July 2017	not commenced

Reticulation Mains – (Contractor: Coby):

Coby undertook the Vincent Street works and Administration has been advised that Vincent Street (adjacent Administration) will be resurfaced and completed shortly.

Road	Section	Duration (days)	Scheduled completion date	Status
Vincent St	Beaufort St to William St	30	April 2017	Completed
Vincent St	Ethel St to Oxford St	80	May 2017	in progress

Distribution Mains – (Contractor: ITS Pipetech)

ITS Pipetech are currently undertaking works to upgrade the Distribution Main on the Western Side of Oxford Street from Vincent Street to Scarborough Beach Road, works have commenced north of Anzac Road. ITS will also soon be undertaking works in Redfern Street and Walcott Street.

Road	Section	Duration (days)	Scheduled completion date	Status
Oxford Street	Scarb Bch Rd to Vincent St	60	April 2017	in progress
Walcott St	Redfern St to Lord St	60	May 2017	not commenced
Redfern St	Hunter to Walcott		Mid July 2017	not commenced

Distribution Mains – (Contractor: Rob Carr)

Rob Carr are undertaking works on Scarborough Beach Road and have temporarily patched some works but are now commencing on the other main in the middle of Scarborough Beach Road. They are also currently working in Hobart Street.

Road	Section	Duration (days)	Scheduled completion date	Status
Scarb Bch Rd	Coogee St to Hobart St	60	Mid June	in progress
Hobart St	Hobart St to Charles St			
Redfern St	Charles St to Hunter St			

**Vincent 2016/17 Capital Works program:**

The following 2016/17 capital projects have been affected by the Water Corporation Projects.

Road	Section	Implication
Brisbane St	William St to Beaufort St	Two way street conversion may be affected by the proposal. TBA
Anzac Rd	Lynton St to Oxford St	Traffic Management project deferred to 2017/18 due to works.
Vincent St	Beaufort St to William St	Rehabilitation project rescheduled to May 2017 due to works.
Oxford St	Scarb Bch Rd to Vincent St	Cycle Lane/Greening Project deferred to 2017/18.
Newcastle St	South side east of Carr PI	Footpath Works deferred to 2017/18.

**Disruption:**

The work and level of disruption varies depending on location of the proposed work (in verge, in carriageway), method of construction (relining, horizontal underground boring, open cut or combinations of the above).

Administration has been made aware of some disruption caused by the various Water Corporation projects to road users, residents and businesses and the Water Corporation, and its contractors, have attempted to be proactive in liaising with affected businesses/residents however numerous issues have been reported to Administration including water being cut off without notice etc.

All reported matters have immediately been brought to the attention of the relevant contractors.



Scarborough Beach Road – Commercial centre

**Reinstatements:**

The agreement with the City is that the City's infrastructure will be reinstated to its original condition prior to the works been undertaken. The City's officers are carefully scrutinising the works and in particular the level and quality of reinstatement. A two year defects liability period has been requested and agreed on, in principle, by Water Corporation.

Where a trench is laid in the carriageway, one entire traffic lane is required to be reinstated/resurfaced, even though the trench is only 1.0m wide or less.



Vincent Street – Full lane resurfaced

**Future works in Vincent:**

This is uncertain however it is understood the program will be implemented over the next few financial years with the scope depending on future funding. Administration will continue to liaise closely with Water Corporation to determine the scope of future programs and the potential impact on the City's capital works.

**CONSULTATION/ADVERTISING:**

The Water Corporation and its contractors have letter dropped / notified affected residents and have closely liaised with affected businesses and the City's Administration.

**LEGAL/POLICY:**

The Water Corporation Act 1995 established the Water Corporation with effect from 1 January 1996. The corporation is a body corporate with perpetual succession with a board and the act describes the functions, roles and responsibilities of the board, management and staff. The Water Corporation operates in accordance with the Utilities Providers Code of Practice for Western Australia.

The Water Corporation is responsible for ensuring its sewerage, drainage and water supply infrastructure, is maintained to an acceptable level of service.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's *Strategic Plan 2013-2023*, Objective 1 states:

*"Natural and Built Environment"*

1.1 *Improve and maintain the natural and built environment and infrastructure*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

While there are no current financial implications for the City, if the reinstatements are not undertaken to the required standards/specifications future failures /road subsidence may occur which may impact on the City's maintenance budgets.

It is therefore recommended that the City obtains an undertaking for the Water Corporation that any substandard reinstatement works of the City's infrastructure, resulting from the Water Main Replacement Program, that are discovered within 24 months of the works being completed be rectified by the Water Corporation to the satisfaction of the City.

**COMMENTS:**

While there has been substantial disruption caused by the Water Corporation program, it is a necessary work to ensure the integrity of the water supply system is maintained and leaks and bursts are minimised as water is a scarce resource and this is an essential service.

While there were some initial issues with traffic congestion and loss of amenity, the Water Corporation and its Contractors have worked to mitigate this as best as possible.

Reinstatement quality and longevity of reinstatements is a concern and therefore there needs to be a commitment provided by the Water Corporation in terms of future rectification.

Moving forward it is requested that Water Corporation should provide an indicative long term Program within the City of Vincent to assist in forward planning and scheduling of future infrastructure renewal and upgrade works.

**10.2 PROPOSED BIKE PROJECT SHAKESPEARE STREET, MOUNT HAWTHORN - PHASE 2 (SCARBOROUGH BEACH ROAD TO RICHMOND STREET)**

**TRIM Ref:** D17/53050

**Author:** Francois Sauzier, TravelSmart Officer

**Authoriser:** Rick Lotznicker, Director Technical Services

**Attachments:** 1. Bike Boulevard Phase 1, Phase 2 and Linkages 

**RECOMMENDATION:**

**That Council:**

1. **NOTES** that the Department of Transport:
  - 1.1 **Safe Active Streets ‘Bike Boulevard Demonstration Project’ Shakespeare Street (Green to Scarborough Beach Road) was successfully completed by the City in December 2016; and**
  - 1.2 **is seeking to further collaborate with the City to progress Phase Two of the ‘Bike Boulevard Project’ between Scarborough Beach Road, Mount Hawthorn and Richmond Street, Leederville, to be totally funded by the Department of Transport, subject to the City being the project lead on the planning, design, consultation and implementation of the project;**
2. **ENDORSES** the progression of the Shakespeare Street Bike Boulevard Phase Two project subject to further discussion between Administration and the Department of Transport regarding the project delivery; and
3. **Prior to entering into a formal agreement with the Department of Transport, regarding delivery of the Phase Two Shakespeare/Scott Street Bike Boulevard Project, RECEIVES** a further report outlining responsibilities, funding, scope and timeframes for, design, community consultation and project delivery.

**PURPOSE OF REPORT:**

To consider the progression of the Bike Boulevard Project Shakespeare Street Phase Two – Scarborough Beach Road to Richmond Street.

**BACKGROUND:****Ordinary Meeting of Council 31 May 2016:**

Council approved the implementation of a ‘Demonstration Bike Boulevard’ along Shakespeare Street, Mount Hawthorn between Green Street and Scarborough Beach Road. The project was fully funded by the Department of Transport (DoT), with the detailed ‘concept’ design and consultation undertaken by DoT with the detailed construction drawings and construction undertaken by the City.

The consultation phase of the project was extensive with the community voting 60/40 in favour of the project.

**Phase 1 Bike Boulevard Demonstration Project’ Shakespeare Street – Green Street to Scarborough Beach Road:**

The initial proposed scope of the project was to continue the Bike Boulevard treatment south of Scarborough Beach Road to Richmond Street, Leederville however to budgetary constraints, it was decided to stage the project and to consider the extension to Richmond Street as a possible Phase Two.

This would also allow the 'learnings' gleaned from the Phase One project, as well as the other boulevards, that were being implemented, in the Perth metropolitan area in the Cities of Belmont, Bayswater and Joondalup, at the time.

Implementation / Completion / Outcomes:

During the construction phase, the City liaised directly with residents to achieve favourable outcomes for many directly affected by the works.

The project was completed in December 2016, with an official launch held on 4 December 2016.

The project incorporated a number of treatments, which were identified as contributing to the principles behind 'Safe Active Streets':

- designating a 30kmh speed limit and the installation of single lane slow points;
- new trees planted to improve the overall look of the street, making it a more inviting place to walk and cycle;
- installation of traffic calming gateways – red pavement and raised platforms at intersections;
- restricting traffic movements (no right turn from Shakespeare Street into Green Street); and
- swapping priority on two intersections to make Shakespeare Street the 'through road'.

During this period, DoT was also progressing a Bike Boulevard project with the City of Bayswater, which incorporated many similar treatments.



Figure 1. Shakespeare Street Bike Boulevard – Phase 1

Demonstration Project:

The Project was titled a Demonstration Project and, as such, has created a valuable resource for the City and wider Perth area to test certain principles relating to traffic calming and the redesign of a streetscape.

The Project has also featured in the recent National Safe Active Streets conference, with over 200 delegates from across Australia attending.

**DETAILS:****Usage:**

An initial follow-up survey of users of the Bike Boulevard over three days (comparing usage in June 2016 with March 2017), indicate an average 25% increase in people riding a bike on the street (the Saturday count was the WA State Election count and is therefore not a true indication of usage).

	By Mode	
	Ped	Bike
Wed (June 2016)	202	53
Wed (March 2017)	201	75
Thurs (June 2016)	181	53
Thurs (March 2017)	168	59
Sat (June 2016)	221	41
Sat (March 2017)	576	80

Location: Shakespeare St @ Hobart St

### **Bike Boulevard Project Shakespeare Street Phase Two – Scarborough Beach Road to Richmond Street:**

The DoT has written to the City with an offer to fully fund Phase Two of the Shakespeare Street\* Bike Boulevard – extending from Scarborough Beach Road, Mount Hawthorn to Richmond Street, Leederville.

\* Shakespeare Street becomes Scott Street at Tennyson Street, through to Richmond Street. For Phase Two, DoT is recommending that the City take the lead in terms of planning, design, consultation and implementation. DoT have advised that, with an indicative budget of \$500,000 per kilometre, the final funding agreement for this project will be subject to:

- Council endorsement for the progression of the proposed Phase 2; and
- Subsequent discussion and agreement between the City and DoT with regards to scope and timeframes for delivery.

#### Phase Two Considerations:

Phase 2 is approximately 1.1 kilometres in length, and the works will need to address rider safety concerns at the intersection of Scarborough Beach Road, as well as a significantly higher number of intersections along the route, when compared with Phase One.

In addition there may be an opportunity, within the project scope, to provide a safe link along Richmond Street, between Scott Street and Loftus Street. This would complete the connection to the planned Loftus Street bike lanes. There may also be some scope, within the scope of this project, to connect Bourke Street, at Scott Street, to Oxford Street and beyond to the freeway Principal Shared Path (PSP). The feasibility of this would need to be further investigated as part of the overall design.

Given the experience of delivering the Phase One works, the City will also benefit from the sharing of the design and construction delivery experienced by the City of Bayswater, which is nearing completion of its Bike Boulevard project and has used a variety of different treatments.

- Overall length: 1.1 km
- Road width: between 6 – 6.4m (Phase One road width 7.3m wide)
- Intersections: 16 in total

**CONSULTATION/ADVERTISING:**

The DoT agreement is that the City would undertake consultation with the local community affected by Phase Two. The City will engage with the locally affected community and school (Aranmore College) in respect to the design.

**LEGAL/POLICY:**

The initiative aligns with the City's *Strategic Plan 2013-23*, *Physical Activity Plan 2013-2017* and the *Sustainable Environment Strategy 2011-2016*.

Shakespeare Street is a local road under the care, control and management of the City.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Mainly related to amenity improvements for residents and their visitors and it is expected to enhance the streetscape of the area and create a safer road environment for cyclists and pedestrians alike.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's *Strategic Plan 2013-2023*, Objective 1 states:

*"Natural and Built Environment*

- 1.1 *Improve and maintain the natural and built environment and infrastructure*
  - 1.1.2 *Enhance and maintain the character and heritage of the City*
  - 1.1.5 *Take action to improve transport and parking in the City and mitigate the effects of traffic".*

**SUSTAINABILITY IMPLICATIONS:**

An increased cycling participation rate by both residents and the wider community should lead to improved general health and wellbeing of the community, while reducing carbon emissions and the dependence on motorised transport.

**FINANCIAL/BUDGET IMPLICATIONS:**

DoT will be fully funding the project, including the design, consultation, budgeting and construction, under the understanding that the City will be the lead on the project. A detailed cost estimate is yet to be prepared however, DoT has an estimate of \$500,000 per kilometre to construct. This does not factor in significant works expected at the Scarborough Beach Road intersection to facilitate a safer crossing point nor the design and community consultation.

DoT have indicated that there is potentially up to \$1.1m available for this project however this will be dependent on a final detailed design and estimate being prepared. Furthermore, Administration has been advised that some of this funding may be paid to the City in the current financial year if Council endorses progression of the project.

**COMMENTS:**

The delivery of a Bike Boulevard in Shakespeare Street was to showcase how a standard residential street can be converted to a much more people friendly environment. Phase 1 (between Green Street and Scarborough Beach Road) has now been completed.

DoT has approached the City with an offer to fund the Phase 2 of the Shakespeare Street Bike Boulevard project (Scarborough Beach Road to Richmond Street), subject to the City taking the lead in design, consultation, budgeting and construction. The opportunity to complete the connections in this significant north to south route will greatly enhance the connectivity of this route and provide an opportunity to enhance the local streetscape.

**10.3 TENDER NO 532/16 – HIRE OF SKID STEER LOADER FOR HORTICULTURAL OPERATIONS**

**TRIM Ref:** D17/53676

**Author:** Jeremy van den Bok, Manager Parks & Property Services

**Authoriser:** Rick Lotznicker, Director Technical Services

**Attachments:** 1. **Confidential Attachment: Tender 532/16 - Hire of Skid Steer Loader for Horticultural Operations - Confidential**

**RECOMMENDATION:**

That Council **ACCEPTS** Tender No 532/16 from Tom Lawton Bobcat Hire for the Hire of Skid Steer Loader for Horticultural Operations for a period of three years, commencing in June 2017, in accordance with the tender submissions and conditions of tender.

**PURPOSE OF REPORT:**

To consider awarding Tender No 532/16 for the Hire of Skid Steer Loader for Horticultural Operations.

**BACKGROUND:**

The City undertakes a number of projects and programs that require the casual hire of a skid steer loader and associated plant (truck).

Works within the City's Horticultural Operations where the hire of skid steer loader is required include, but are not limited to, the following:

- Adopt a Verge Program
- General Landscaping
- Eco-zoning/Mulching
- Top dressing turfed areas
- Removal of waste

Due to the nature of the works, which is often in close proximity to a variety of the City's assets including trees, footpaths and kerbing, it is imperative that a suitably qualified and experienced contractor be engaged to undertake the required works.

**DETAILS:**

Tender 532/16 for the hire of skid steer loader for horticultural operations was advertised on 26 October 2016 and closed on 11 November 2016.

<b>Contract Type</b>	<b>Schedule of rates</b>
Contract Term:	Three years.
Commencement date:	June 2017
Expiry Date:	Three years from the date contract is signed.

Since the tender period closed in November 2016 administration has reviewed the tender submissions received as part of the review of other tenders recently considered by admin and reported to Council. That review has now concluded enabling this report to be presented to Council.

**Tenders Received:**

At the close of the tender advertising period, five submissions were received from the following registered companies:

- Tom Lawton Bobcat Hire;
- Mayday Earthmoving;
- Wilson Earthworks;

- HAS Earthmoving; and
- Remote Civils.

**Tender Assessment:**

In early 2017, tenders were assessed by the Tender Evaluation Panel consisting of the Manager Parks & Property Services, Project Officer – Environment and the Manager Governance and Risk using the following selection criteria, in accordance with the tender documentation and a score ratio applied to all tenders.

CRITERIA	WEIGHTING %
<b>Experience in Provision of Required Services</b>	<b>50</b>
<ul style="list-style-type: none"> <li>• Evidence of past experience in undertaking similar work.</li> <li>• Provision and evidence of use of laser levelling.</li> <li>• Standard of finish (provide examples where possible).</li> <li>• Practices providing a safe working environment.</li> <li>• Consideration of the environment.</li> </ul>	10 10 10 10 10
<b>Contract Price</b>	<b>30</b>
<ul style="list-style-type: none"> <li>• Include an hourly rate for all plant requirements to undertake the works specified, driver and fuel.</li> </ul>	
<b>Relevant Experience of Key Personnel</b>	<b>10</b>
<ul style="list-style-type: none"> <li>• Roles of key personnel for this contract and their experience.</li> </ul>	
<b>Financial History and Evidence of Stability</b>	<b>10</b>
<ul style="list-style-type: none"> <li>• Demonstrated financial history of your company and evidence of stability.</li> </ul>	
Total	<b>100</b>

Tender Evaluation Ranking:

Scores were allocated accordingly by the Tender Evaluation Panel for each Selection Criteria as noted above and the table exhibited in the **Confidential Attachment** indicates the prices submitted.

Selection Criteria	Weighting	Tom Lawton Bobcat Hire	Has Earthmoving	Mayday Earthmoving	Remote Civils	Wilson Earthworks
<b>Experience in Provision of Required Services</b>						
<ul style="list-style-type: none"> <li>• Evidence of past experience in undertaking similar works.</li> </ul>	10	9.3	8.7	5.3	6.0	5.0
<ul style="list-style-type: none"> <li>• Provision &amp; evidence of use of laser levelling.</li> </ul>	10	7.7	7.7	4.7	4.3	2.7
<ul style="list-style-type: none"> <li>• Standard of finish.</li> </ul>	10	9.7	8.3	6.0	7.7	6.0
<ul style="list-style-type: none"> <li>• Practices providing a safe working environment.</li> </ul>	10	7.3	7.7	8.0	6.7	8.0
<ul style="list-style-type: none"> <li>• Consideration of the environment.</li> </ul>	10	9.0	9.3	5.3	5.3	5.0
<b>a) Sub Total</b>	<b>50</b>	43	41.7	29.3	30	26.7
<b>Contract Price</b>	<b>30</b>	24.9	25.5	25.6	22.6	26.5
<b>Relevant Experience of Key Personnel</b>	<b>10</b>	9.7	8.0	7.0	6.3	5.3
<b>Financial History and Evidence of Stability</b>	<b>10</b>	7.3	7.3	4.7	7.3	4.0
<b>Total</b>	<b>100</b>	<b>84.9</b>	<b>82.5</b>	<b>66.6</b>	<b>66.2</b>	<b>62.5</b>
<b>Ranking</b>		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>

**CONSULTATION/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

The tender was advertised and assessed in accordance with the *Local Government Act 1995* Tender Regulations and the City's Policy No. 1.2.2 – Code of Tendering and Policy No. 1.2.3 – Purchasing.

**RISK MANAGEMENT IMPLICATIONS:**

Not applicable.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's *Strategic Plan 2013-2023*, Objective 1 states:

*"Natural and Built Environment*

1.1 *Improve and maintain the natural and built environment and infrastructure.*

1.1.5: *Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Costs associated with hire of a skid steer loader for horticultural operations are charged against the various Parks operating and capital works project accounts as required.

Totals vary from year to year dependant on work requirements, however based on previous years works and the steady increase in the requirement for these operations, it is estimated that the total amount will be in the order of \$120,000 - \$150,000 per financial year.

**COMMENTS:**

Administration has assessed all the conforming tenders and based on the information received, Tom Lawton Bobcat Hire has the necessary experience and capacity to provide skid steer loader services to the City's Horticultural Operations and presents the best value for money.

The submissions from all the other companies focused predominantly on civil engineering projects, however HAS Earthmoving provided a very competitive submission highlighting various landscape projects.

Reference feedback for Tom Lawton Bobcat Hire, particularly those received from Government House staff, confirmed the contractors understanding of the specific requirements of the tender requirements. Works previously undertaken in the horticultural field, are an important consideration when awarding a tender of this nature, particularly as the majority of works are undertaken within parks/verges, in close proximity to mature trees and underground services.

It is therefore recommended that the City approves Tender No 532/16 from Tom Lawton Bobcat Hire for the Hire of Skid Steer Loader for Horticultural Operations.

**11 CORPORATE SERVICES****11.1 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 APRIL 2017 TO 30 APRIL 2017**

TRIM Ref: D17/53989

Authors: Vanessa Drage, Accounts Payable Officer  
 Geoff Garside, Manager Financial Services

Authoriser: John Paton, Director Corporate Services

Attachments: 1. Creditors Report - Payments by EFT   
 2. Creditors Report - Payments by Cheque   
 3. Creditors Report - Credit Card Transactions 

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 April 2017 to 30 April 2017 as detailed in attachment 1, 2 and 3 as summarised below:

Cheque numbers 81081 – 81171	\$102,061.55
Cancelled Cheques 79617, 80789, 81088 & 81147	-\$1,095.00
EFT Documents 2068-2078	\$1,814,995.00
Payroll	\$1,125,607.80

**Direct Debits**

- Lease Fees \$139,666.47
- Loan Repayments \$147,109.73
- Infringement Lodgement Fees \$77,082.00
- Bank Fees and Charges \$22,504.58
- Credit Cards \$3,396.32

Total Direct Debit \$389,759.10

Total Accounts Paid **\$3,431,328.45**

**PURPOSE OF REPORT:**

To present to Council the expenditure and list of accounts paid for the period 01 April 2017 to 30 April 2017.

**BACKGROUND:**

Council has delegated to the Chief Executive Officer (Delegation No. 1.14) the exercise of its 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, covers the following:

FUND	CHEQUE NUMBERS/ PAY PERIOD	AMOUNT
------	-------------------------------	--------

**Municipal Account (Attachment 1 and 2)**

Cheques	81081 – 81171	\$102,061.55
Cancelled Cheques	79617, 80789, 81088 & 81147	-\$1,095.00
EFT Payments	2068 – 2078	\$1,814,995.00
<b>Sub Total</b>		<b>\$1,915,961.55</b>

<b>Transfer of Payroll by EFT</b>	<b>04/04/17</b>	<b>\$563,548.25</b>
	<b>18/04/17</b>	<b>\$562,059.55</b>
	<b>April 2017</b>	<b>\$1,125,607.80</b>

**Bank Charges and Other Direct Debits**

Lease Fees	\$139,666.47
Loan Repayments	\$147,109.73
Infringement Lodgement Fees	\$77,082.00
Bank Charges – CBA	\$22,504.58
Credit Cards	\$3,396.32
<b>Total Bank Charges and Other Direct Debits (Sub Total)</b>	<b>\$389,759.10</b>

<b>Less GST effect on Advance Account</b>	<b>0.00</b>
<b>Total Payments</b>	<b>\$3,431,328.45</b>

**CONSULTATION/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

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

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

- (1) *A payment may only be made from the municipal fund or the trust fund —*
  - *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
  - *otherwise, if the payment is authorised in advance by a resolution of Council.*
- (2) *Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council.*

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

13. *Lists of Accounts*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared -*
  - *the payee's name;*
  - *the amount of the payment;*
  - *the date of the payment; and*
  - *sufficient information to identify the transaction.*

- (3) *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 to establish satisfactory controls, supported by internal and external audit function.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

*“4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

- (a) 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.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

All Municipal Fund expenditure included in the list of payments is in accordance with Council's revised Annual Budget.

**COMMENTS:**

If Councillors require further information on any of the payments, please contact the Manager Financial Services.

## 11.2 INVESTMENT REPORT AS AT 30 APRIL 2017

TRIM Ref: D17/54016  
 Authors: Sheryl Teoh, Accounting Officer  
 Geoff Garside, Manager Financial Services  
 Authoriser: John Paton, Director Corporate Services  
 Attachments: 1. Investment Report 

**RECOMMENDATION:**

That Council NOTES the Investment Report for the month ended 30 April 2017 as detailed in Attachment 1.

**PURPOSE OF REPORT:**

To advise Council of the level of investment funds and operating funds available, the distribution of surplus funds in investments and the interest earned to date.

**BACKGROUND:**

Surplus funds are invested in Bank Term Deposits for various terms, to maximise investment returns in compliance with good governance, legislative requirements and Council's Investment Policy No 1.2.4. Details are attached in **Attachment 1**.

The City's Investment Portfolio is diversified across several Financial Institutions in accordance with the Investment Policy.

**DETAILS:**

Total funds held for the period ended 30 April 2017 including on call in the City's operating account were \$30,661,122 as compared to \$27,011,580 for the period ended 30 April 2016.

Total Investments for the period ended 30 April 2017 were \$26,206,328 as compared to \$31,424,409 for the period ended 31 March 2017 and \$26,587,166 for the period ended 30 April 2016 respectively.

Investment comparison table:

	2015/16		2016/17	
	Total Funds Held	Total Investments	Total Funds Held	Total Investments
July	\$17,885,002	\$14,961,000	\$19,683,412	\$18,420,252
August	\$32,600,029	\$26,961,000	\$26,167,645	\$22,573,297
September	\$33,331,757	\$31,361,000	\$36,754,571	\$34,302,896
October	\$32,212,324	\$30,701,564	\$37,581,885	\$34,521,542
November	\$32,694,298	\$31,206,505	\$37,034,885	\$35,775,011
December	\$29,737,925	\$27,239,542	\$33,692,431	\$31,165,443
January	\$30,282,430	\$29,229,172	\$34,645,041	\$33,201,749
February	\$31,529,914	\$29,221,565	\$34,028,716	\$32,316,251
March	\$28,785,278	\$27,983,289	\$32,070,200	\$31,424,409
April	\$27,011,580	\$26,587,166	\$30,661,122	\$26,206,328
May	\$24,348,546	\$23,486,917		
June	\$23,024,830	\$21,005,952		

Total accrued interest earned on Investments as at 30 April 2017:

	Revised Budget	Budget YTD	Actual YTD	% of FY Budget
Municipal	\$436,000	\$387,000	\$434,919	99.75%
Reserve	\$206,000	\$166,000	\$168,315	81.71%
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$108,520	0.00%
Total	\$642,000	\$553,000	\$711,754	110.87%

\*Interest estimates for Leederville Gardens Inc Surplus Trust was not included in 2016-17 City of Vincent's budget; actual interest earned is restricted.

#### CONSULTATION/ADVERTISING:

Not applicable.

#### LEGAL/POLICY:

Funds are invested in accordance with the City's Investment Policy No. 1.2.4.

City of Vincent Investment Report Grouping*	Long Term Rating (Standard & Poor's) or Equivalent	Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Managed Funds Maximum % with any one institution		Maximum % of Total Portfolio	
			Policy	Actual	Policy	Actual	Policy	Actual
	AAA Category	A1+	30%	Nil	45%	Nil	100%	Nil
Group A	AA Category	A1+	30%	28.6%	30%	Nil	90%	53.2%
Group B	A Category	A1	20%	17.9%	30%	Nil	80%	35.6%
Group C	BBB Category	A2	10%	11.2%	n/a	Nil	20%	11.2%

\*As per subtotals on **Attachment 1**

#### RISK MANAGEMENT IMPLICATIONS:

**Moderate:** As per the City's Investment Policy No. 1.2.4, funds are invested with various financial institutions with high Long Term and Short Term Rating (Standard & Poor's or equivalent), obtaining more than three quotations for each investment. These investment funds are spread across various institutions and invested as Term Deposits from one to 12 months to reduce risk.

Section 6.14 of the *Local Government Act 1995*, section 1, states, Subject to the regulations:

"(1) *money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the Trustees Act 1962.*"

Strategic Implications:

In keeping with the City's Strategic Plan 2013-2023:

"4.1 *Provide good strategic decision-making, governance, leadership and professional management:*

4.1.2 *Manage the organisation in a responsible, efficient and accountable manner;*

(a) *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."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

The financial implications of this report are as noted in the details and comments section of the report. Overall the conclusion can be drawn that appropriate and responsible measures are in place to protect the City's financial assets and to ensure the accountability of the management.

**COMMENTS:**

The funds for investment have decreased from the previous period due to excess of payments to creditors and other expenditures over cash receipts, which is the expected seasonal cash flow.

The City has obtained a weighted average interest rate of 2.60% for current investments including the operating account, and 2.79% excluding the operating account respectively. The Reserve Bank 90 days Accepted Bill rate for April 2017 is 1.77%.

As at 30 April 2017, the City's total investment earnings exceed the year to date budget estimate by \$158,754 (28.71%). However, of this, \$108,520 was earned by the Leederville Gardens Inc Surplus Trust and funds in this trust are restricted. Investment earnings from this trust were excluded from the 2016/17 budget calculations. Excluding this Trust income, the balance of the investment revenue is exceeding year to date budget by 9.08%.

In response to the August 2016 amendment to the City's Investment Policy that provided for preference "to be given to investments with institutions that have been assessed as to have a higher rating of demonstrated social and environmental responsibility, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions", administration has actively sought investment offerings from relevant institutions. As a result, 46.79% of the City's investments were held in non-fossil fuel lending institutions as at 30 April 2017.

The investment report (**Attachment 1**) consists of:

- Investment & Earnings Charts;
- Investment Portfolio;
- Investment Interest Earnings; and
- Investment Current Investment Holding.

<b>11.3 FINANCIAL STATEMENTS AS AT 30 APRIL 2017</b>
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**TRIM Ref:** D17/54166  
**Authors:** Cheryl Liddelow, Accounting Officer  
 Geoff Garside, Manager Financial Services  
**Authoriser:** John Paton, Director Corporate Services  
**Attachments:** 1. Financial Statements as at 30 April 2017 

**RECOMMENDATION:**

That Council **RECEIVES** the Financial Statements for the month ended 30 April 2017 as shown in Attachment 1.

**PURPOSE OF REPORT:**

To present the Financial Statements for the period ended 30 April 2017.

**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 reporting on the sources and applications of funds, as set out in the budget.

A Statement of financial activity report is to be in a form that sets out:

- the annual budget estimates;
- budget estimates for the end of the month to which the statement relates;
- actual amounts of expenditure, revenue and income for the end of the month to which the statement relates;
- material variances between the year-to-date income and expenditure; and
- includes other supporting notes and other information that the local government considers will assist in the interpretation of the report.

In addition to the above, under *Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996*, each financial year a local government is to adopt a percentage of value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**DETAILS:**

The following documents, included as **Attachment 1** represent the Statement of Financial Activity for the period ending 30 April 2017:

Note	Description	Page
1.	Statement of Financial Activity by Programme Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature and Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-54
5.	Capital Expenditure and Funding and Capital Works Schedule	55-71
6.	Cash Backed Reserves	72
7.	Rating Information and Graph	73-74
8.	Debtor Report	75
9.	Beatty Park Leisure Centre Financial Position	76

The following table provides a summary view of the year to date actual, compared to the Year to date Budget.

## Summary of Financial Activity By Programme as at 30 April 2017

	Revised Budget 2016/17 \$	YTD Budget Apr-17 \$	YTD Actual Apr-17 \$	Variance Apr-17 \$	Variance Apr-17 %
<b>REVENUE</b>	26,739,078	22,022,526	20,560,073	(1,462,453)	-7%
<b>EXPENDITURE</b>	(55,377,260)	(46,219,743)	(43,904,017)	2,315,726	-5%
Add Deferred Rates Adjustment	0	0	51,605	51,605	0%
Add Back Depreciation	9,833,560	8,194,595	8,070,333	(124,262)	-2%
(Profit)/Loss on Asset Disposals	(1,020,686)	(562,353)	(566,213)	(3,860)	1%
	<b>8,812,874</b>	<b>7,632,242</b>	<b>7,555,725</b>	<b>(76,517)</b>	<b>-5%</b>
"Percent for Art" and "Cash in Lieu" Funds Adjustment	1,544,740	0	0	0	0%
<b>NET OPERATING EXCLUDING RATES</b>	<b>(18,280,568)</b>	<b>(16,564,975)</b>	<b>(15,788,220)</b>	<b>776,755</b>	<b>-5%</b>
<b>CAPITAL REVENUE</b>					
Proceeds from Disposal of assets	1,519,273	1,060,940	734,364	(326,576)	-31%
Transfers from Reserves	1,462,170	1,247,540	668,297	(579,243)	-46%
	<b>2,981,443</b>	<b>2,308,480</b>	<b>1,402,661</b>	<b>(905,819)</b>	<b>-39%</b>
Capital Expenditure	(13,719,904)	(7,845,664)	(7,172,306)	673,358	-9%
Repayments Loan Capital	(818,840)	(677,904)	(677,904)	(0)	0%
Transfers to Reserves	(5,112,045)	(4,672,223)	(2,681,193)	1,991,030	-43%
	<b>(19,650,789)</b>	<b>(13,195,791)</b>	<b>(10,531,402)</b>	<b>2,664,389</b>	<b>-20%</b>
<b>NET CAPITAL</b>	<b>(16,669,346)</b>	<b>(10,887,311)</b>	<b>(9,128,741)</b>	<b>1,758,570</b>	<b>-16%</b>
<b>TOTAL NET OPERATING AND CAPITAL</b>	<b>(34,949,914)</b>	<b>(27,452,286)</b>	<b>(24,916,961)</b>	<b>2,535,324</b>	<b>-9%</b>
Rates	31,208,530	31,196,530	31,226,085	29,554	0%
Opening Funding Surplus	4,251,223	4,251,223	4,251,223	0	0%
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>509,839</b>	<b>7,995,467</b>	<b>10,560,347</b>	<b>2,564,879</b>	<b>32%</b>

**Comments on Summary of Financial Activity by Programme:****Operating Revenue**

There is a difference in classification in revenue reported by programme or by nature and type. Operating revenue in programme reporting includes 'Non-Operating Grants, Subsidies and Contributions' and 'Profit on Sale of Assets'. Revenue reporting by nature and type excludes these, but adds 'Rates Revenue'.

Revenue by programme is showing a negative variance of 7% (\$1.46m). This is due to reduced revenue in Recreation and Culture \$651k, Transport \$592k, Law, Order, Public Safety \$148.5, Community Amenity \$82k, and Education and Welfare \$52k.

Operating Revenue as presented on the 'Nature and Type' report (Page 4 of **Attachment 1**) is showing a negative variance of 2%.

### **Operating Expenditure**

Expenditure by programme is showing a favourable variance of 5% (\$2.3m). This is due to lower expenditure in Community Amenities \$762k, Recreation and Culture \$620k, Governance \$316k, Transport \$260k, Other Property and Services \$119k, and Law, Order, Public Safety \$52k.

### **Transfer from Reserves**

This is lower than budget for the month of April 2017, mainly due to delay on Capital Works projects that are Reserves funded.

### **Capital Expenditure**

The variance is attributed to the budget phasing and timing on receipt of invoices for the projects. For further detail, refer to Note 5 on **Attachment 1**.

### **Transfer to Reserves**

Monthly transfer to reserves commenced in July 2016, based on budget phasing. This will be reviewed quarterly and transfers based on actuals will be adjusted after the review.

### **Opening Funding Surplus/(Deficit)**

The surplus Opening Balance brought forward from 2015/16 is \$4,251,223, as compared to adopted budget opening surplus balance of \$4,259,422.

### **Closing Surplus/(Deficit)**

There is currently a surplus of \$10,560,347, compared to year to date budget surplus of \$7,995,467. This is substantially attributed to the positive variance in operating expenditure and the current level of Capital Expenditure.

It should be noted that the closing balance does not represent cash on hand (please see the Net Current Funding Position on page 5 of the attachment).

Comments on the financial performance as set out in the Statement of Financial Activity (**Attachment 1**) and an explanation of each report is detailed below:

#### **1. Statement of Financial Activity by Programme Report (Note 1 Page 1)**

This statement of Financial Activity shows operating revenue and expenditure classified by Programme.

#### **2. Statement of Comprehensive Income by Nature and Type Report (Note 2 Page 4)**

This statement of Financial Activity shows operating revenue and expenditure classified by nature and type.

#### **3. Net Current Funding Position (Note 3 Page 5)**

Net Current Asset is the difference between the current asset and current liabilities, less committed assets and restricted assets. This amount indicates how much capital is available for day to day activities. The net current funding position as at 30 April 2017 is \$10,560,347.

#### **4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 54)**

This statement shows a summary of Operating Revenue and Expenditure by Service Unit.

**5. Capital Expenditure and Funding Summary (Note 5 Page 55 - 71)**

The following table is a Summary of the 2016/2017 Capital Expenditure Budget by programme, which compares Year to date Budget with actual expenditure to date. The full Capital Works Programme is listed in detail in Note 5 of Attachment 1.

	Original Budget	Revised Budget	YTD Budget	YTD Actual	Budget Remaining
	\$	\$	\$	\$	%
Land and Buildings	1,597,398	1,595,624	1,119,156	1,101,729	31%
Infrastructure Assets	7,890,081	7,457,868	3,813,603	3,606,155	52%
Plant and Equipment	3,537,050	3,575,989	2,103,060	1,925,969	46%
Furniture and Equipment	737,070	1,090,423	809,845	538,452	51%
<b>Total</b>	<b>13,761,599</b>	<b>13,719,904</b>	<b>7,845,924</b>	<b>7,172,305</b>	<b>48%</b>

	Original Budget	Revised Budget	YTD Budget	YTD Actual	Budget Remaining
	\$	\$	\$	\$	%
Own Source Funding – Municipal	9,389,210	8,929,066	3,910,491	4,637,619	48%
Cash Backed Reserves	1,287,534	1,459,684	1,245,054	668,297	54%
Capital Grant and Contribution	2,551,355	2,728,547	2,087,512	1,548,691	43%
Other (Disposals/Trade In)	533,500	602,607	602,607	317,698	47%
<b>Total</b>	<b>13,761,599</b>	<b>13,719,904</b>	<b>7,845,664</b>	<b>7,172,305</b>	<b>48%</b>

Note: Detailed analysis are included on page 55 - 71 of Attachment 1.

**6. Cash Backed Reserves (Note 6 Page 72)**

The Cash Backed Reserves schedule details movements in the reserves, including transfers and funds used, comparing actual results with the annual budget. The balance as at 30 April 2017 is \$8,234,311.

**7. Rating Information (Note 7 Page 73 - 74)**

The notices for rates and charges levied for 2016/17 were issued on 08 August 2016.

*The Local Government Act 1995* provides for ratepayers to pay rates by four (4) instalments. The due dates for each instalment are:

First Instalment	14 September 2016
Second Instalment	14 November 2016
Third Instalment	16 January 2017
Fourth Instalment	20 March 2017

To cover the costs involved in providing the instalment programme the following charge and interest rates apply:

Instalment Administration Charge (to apply to second, third, and fourth instalment)	\$13.00 per instalment
Instalment Interest Rate	5.5% per annum
Late Payment Penalty Interest	11% per annum

Pensioners registered with the City for rate concessions do not incur the above interest or charge.

The Rates debtors balance as at 30 April is \$829,896 (this includes deferred rates of \$103,602). This represents 2.48% of the collectable income compared to 1.18% at the same time last year. It should be noted that the rates notices were issued on 8<sup>th</sup> August 2016, which is three weeks later than the previous year due to the delayed budget adoption.

**8. Receivables (Note 8 Page 75)**

Receivables of \$3,217,190 are outstanding at the end of April 2017, of which \$2,705,573 has been outstanding over 90 days. This is comprised of:

- \$2,104,990 (77.8%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to Fines Enforcement Registry (FER), who then collect the outstanding balance and return the funds to the City for a fee.
- \$377,992 (14%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year.
- \$222,591 (8.2%) relates to Other Receivables, including recoverable works and property.

Administration has been following up outstanding items which relate to Other Receivables by issuing reminders when they are overdue and formal debt collection when payments remain outstanding.

**9. Beatty Park Leisure Centre – Financial Position Report (Note 9 Page 76)**

As at 30 April 2017 the operating deficit for the Centre was \$138,301 in comparison to the year to date budgeted deficit of \$3,295.

The cash position showed a current cash surplus of \$260,017 in comparison to year to date budget estimate of a cash surplus of \$194,400.

**10. Explanation of Material Variances**

All material variance as at 30 April 2017 has been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$10,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the YTD budget, where that variance exceeds \$10,000 (+/-). This threshold was adopted by Council as part of the Budget adoption for 2016-17 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)*.

**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 such other financial reports as are prescribed.

*Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month, a statement of financial activity 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 the next Ordinary Meeting of the Council following the end of the month to which the statement relates, or to the next Ordinary Meeting of Council after that meeting.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** In accordance with *Section 6.8 of the Local Government Act 1995*, 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.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

*“4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

*(a) 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.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

All expenditure included in the Financial Statements is incurred in accordance with Council's adopted budget or subsequent approval in advance.

The net operating result is reflecting favourably compared to the year to date Budget, however it is anticipated this will progressively come in line with the budget. In respect to capital works, expenditure to 30 April 2017 is ahead of the same period last financial year. Administration undertook a review of the 2016/17 Capital Works Schedule, and adjustments resulting from this review are reflected in the revised budget.

## 11.4 DIFFERENTIAL RATING STRATEGY 2017/18

TRIM Ref: D17/58344  
 Author: John Paton, Director Corporate Services  
 Authoriser: John Paton, Director Corporate Services  
 Attachments: 1. Rate Setting Statement 

**RECOMMENDATION:**

That Council:

1. **ADVERTISES** by local public notice, in accordance with Section 6.36(1) of the *Local Government Act 1995* for a period of 21 days its intention to levy the following Differential Rates and Minimum Rates in 2017/18 and invites submissions on the proposal from electors and ratepayers:

Rating Category	2017/18	
	Rate-in-\$	Minimum
Residential	0.06289	\$1,100
Commercial Vacant	0.12236	\$1,414
Other	0.06489	\$1,100

2. **NOTES** any public submissions received in response to 1 above will be presented to Council for consideration.

**PURPOSE OF REPORT:**

To obtain Council's approval to advertise the Differential Rates and Minimum Rates proposed for inclusion in the 2017/18 Annual Budget.

**BACKGROUND:**

Between 1 June and 31 August each year, local governments are required to prepare and adopt a budget for the financial year. A key part of the budget development is identifying the 'budget deficiency' to be made up from levying of Council Rates. Once an estimate of that budget deficiency is known, local governments are required to give local public notice of any intention to levy Differential Rates and Minimum Rates.

The budget deficiency is determined only after all other financial elements are taken into account including:

- opening balance
- operating income
- operating expenditure
- non-operating income (grants, sale of assets etc)
- debt servicing
- capital expenditure
- transfers to and from Reserves

In preparing the Draft Budget, Administration has compiled relevant information and held a number of budget workshops with Council Members and invited community submissions aligned to Council's adopted working priorities for 2017/18. Whilst work is ongoing to refine the Draft Budget, it has progressed to a point where an estimate can be determined of the amount required to be raised from Rates.

Whilst this report will primarily deal with the Rating strategy, with the Draft Budget to be presented to a subsequent Council Meeting, it is appropriate to provide budgetary context as follows.

Operating Result:

INCOME STATEMENT BY NATURE OR TYPE								
	2013/14	2014/15	2015/16	2016/17			2017/18	Variance to 2016/17 Budget
	Audited Actual	Audited Actual	Audited Actual	Adopted Budget	Revised Budget	Forecast Actual	Draft Budget	
<b>REVENUE</b>								
Rates	25,362,390	27,478,028	29,601,379	31,075,530	31,208,530	31,236,554	32,939,532	5.5%
Operating Grants, Subsidies & Contributions	1,435,384	2,138,565	966,658	1,643,565	1,431,535	1,408,538	1,398,600	-2.3%
Fees and Charges	19,187,447	19,654,668	19,285,579	19,937,890	19,157,720	18,336,001	18,935,960	-1.2%
Interest Earnings	897,486	907,919	1,106,722	864,460	936,200	958,715	879,810	-6.0%
Other Revenue	1,099,417	1,418,990	1,503,562	1,493,420	1,460,360	1,325,070	1,323,155	-9.4%
	<b>47,982,124</b>	<b>51,598,170</b>	<b>52,463,900</b>	<b>55,014,865</b>	<b>54,194,345</b>	<b>53,264,878</b>	<b>55,477,057</b>	<b>2.4%</b>
<b>EXPENDITURE</b>								
Employee Costs	(22,996,728)	(23,287,895)	(24,323,430)	(25,112,680)	(25,139,415)	(25,149,742)	(25,955,930)	3.2%
Materials and Contracts	(14,385,556)	(14,237,564)	(14,999,747)	(16,968,930)	(16,765,570)	(15,917,078)	(17,743,760)	5.8%
Utility Charges	(2,176,874)	(1,913,034)	(1,927,414)	(1,947,070)	(1,947,070)	(1,819,900)	(1,955,570)	0.4%
Depreciation on Non-Current Assets	(11,760,170)	(11,214,551)	(10,089,839)	(10,087,180)	(9,833,560)	(9,689,243)	(9,663,980)	-1.7%
Interest Expenses	(1,145,812)	(1,163,983)	(1,093,320)	(1,048,240)	(1,048,240)	(1,048,240)	(995,630)	-5.0%
Insurance Expenses	(878,414)	(1,137,988)	(923,484)	(908,370)	(908,370)	(906,250)	(890,850)	-1.9%
Other Expenditure	(449,720)	(173,107)	206,804	(227,795)	268,995	365,949	114,280	-57.5%
	<b>(53,793,274)</b>	<b>(53,128,122)</b>	<b>(53,150,430)</b>	<b>(56,300,265)</b>	<b>(55,373,230)</b>	<b>(54,164,504)</b>	<b>(57,091,440)</b>	<b>3.1%</b>

Capital Works:

The Draft Capital Works program, still under review, lists the following category of projects:

Draft Capital Works Budget 2017/18					Funding Source				
Category	Total	Renewal	Upgrade	New	Total	Municipal	Reserve	Grant	Contribution
Land & Buildings	1,965,500	1,010,000	863,000	92,500	<b>1,965,500</b>	1,631,685	319,815	10,000	4,000
Infrastructure Assets	5,953,645	2,828,145	1,955,000	1,170,500	<b>5,953,645</b>	3,482,700	175,000	2,295,945	0
Plant and Equipment	1,297,210	1,203,000	0	94,210	<b>1,297,210</b>	433,210	654,500	0	209,500
Furniture and Equipment	1,013,500	447,500	175,000	391,000	<b>1,013,500</b>	1,013,500	0	0	0
	<b>10,229,855</b>	<b>5,488,645</b>	<b>2,993,000</b>	<b>1,748,210</b>	<b>10,229,855</b>	<b>6,561,095</b>	<b>1,149,315</b>	<b>2,305,945</b>	<b>213,500</b>

**DETAILS:**

In developing an equitable rating model, it is useful to undertake a comparison with other metropolitan local governments. The following table details how the rate in the dollar and waste collection charges (where they are applied separately) levied in 2016/17 impact on the rate levied on an individual residential property at a nominated Gross Rental Value (GRV) of \$21,000.

2016/17 Residential Rating Comparison table

Council	Rate in \$	Minimum Rate	Waste Charge	Security	Total		Ranking Based on:	
					Minimum Payable	on GRV of \$21,000	Minimum	\$21,000
Cottesloe	5.510000	\$1,069.00	\$ -		\$ 1,069.00	\$ 1,157.10	4	1
Perth	4.481350	\$ 695.00	\$ 286.00		\$ 981.00	\$ 1,227.08	1	2
Claremont	5.806000	\$1,265.00	\$ -		\$ 1,265.00	\$ 1,265.00	17	4
Belmont	4.628900	\$ 800.00	\$ 293.30		\$ 1,093.30	\$ 1,265.37	5	3
Vincent	6.124000	\$1,007.00	\$ -		\$ 1,007.00	\$ 1,286.04	2	5
Canning	4.289000	\$ 751.00	\$ 361.00	\$ 54.90	\$ 1,166.90	\$ 1,316.59	8	6
Stirling	4.640000	\$ 819.00	\$ 331.00	\$ 30.00	\$ 1,180.00	\$ 1,335.40	10	7
East Fremantle	6.446600	\$1,035.00	\$ -		\$ 1,035.00	\$ 1,353.79	3	8
Melville	6.255597	\$1,233.50	\$ -	\$ 53.75	\$ 1,287.25	\$ 1,367.43	18	9
Fremantle	6.565600	\$1,259.00	\$ -		\$ 1,259.00	\$ 1,378.78	16	10
Bayswater	5.116000	\$ 821.00	\$ 331.13		\$ 1,152.13	\$ 1,405.49	6	11
Peppermint Grove	6.946000	\$1,373.00	\$ -		\$ 1,373.00	\$ 1,458.66	22	12
Joondalup	5.314500	\$ 849.00	\$ 346.00		\$ 1,195.00	\$ 1,462.05	11	13
Mosman Park	5.717400	\$ 861.00	\$ 317.00		\$ 1,178.00	\$ 1,517.65	9	14
Gosnells	6.017000	\$ 926.00	\$ 303.00		\$ 1,229.00	\$ 1,566.57	13	16
Cockburn	7.250000	\$1,281.00	\$ -	\$ 70.00	\$ 1,351.00	\$ 1,592.50	21	15
Victoria Park	7.710000	\$1,156.00	\$ -		\$ 1,156.00	\$ 1,619.10	7	17
Wanneroo	7.758100	\$1,305.00	\$ -		\$ 1,305.00	\$ 1,629.20	19	18
South Perth	6.540000	\$ 940.00	\$ 272.00		\$ 1,212.00	\$ 1,645.40	12	19
Nedlands	4.743400	\$1,373.00	\$ 293.00		\$ 1,666.00	\$ 1,666.00	29	20
Subiaco	5.465700	\$ 918.00	\$ 519.00		\$ 1,437.00	\$ 1,666.80	26	21
Rockingham	6.780800	\$1,085.00	\$ 229.00	\$ 34.25	\$ 1,348.25	\$ 1,687.22	20	22
Kalamunda	5.689200	\$ 865.00	\$ 510.00		\$ 1,375.00	\$ 1,704.73	23	23
Bassendean	6.551000	\$1,057.00	\$ 345.00		\$ 1,402.00	\$ 1,720.71	25	24
Cambridge	6.018930	\$ 962.00	\$ 500.00		\$ 1,462.00	\$ 1,763.98	27	25
Kwinana	7.303000	\$ 943.00	\$ 292.00		\$ 1,235.00	\$ 1,825.63	14	26
Swan	6.775100	\$ 845.00	\$ 384.00	\$ 150.00	\$ 1,379.00	\$ 1,956.77	24	27
Armadale	8.265000	\$1,117.00	\$ 363.00		\$ 1,480.00	\$ 2,098.65	28	28
Mundaring	7.786800	\$ 790.00	\$ 465.00		\$ 1,255.00	\$ 2,100.23	15	29

City of Vincent Residential category median GRV (excluding group housing) is \$20,020

City of Vincent Residential Category mean average GRV is \$22,306

In a Residential rating context, the above table clearly demonstrates that when the Waste Collection charge is factored in, the City of Vincent in 2016/17 had:

1. the second lowest Minimum Rate in the metropolitan area; and
2. the fifth lowest combined Rates/Waste Charge of the 29 local governments listed for a residential property with a GRV of \$21,000.

### Minimum Rate

The balance between the rate in the dollar and level of Minimum rate is important in establishing equity and ensuring an optimum level of revenue from a nominated rating level.

The Minimum Rate in Vincent was \$707 in 2014/15, which understated the cost and value of services and facilities provided by the City and was recognised as being out of proportion to all other metropolitan local governments, with the average minimum rate paid for residential properties across the metropolitan area in 2014/15 being \$1,143 (Minimum Rate plus Waste Collection charge). The Residential Minimum Rate has been progressively increased over the last two financial years, but still remains proportionately low, with the 2016/17 metropolitan average being \$1,254.

## Growth

Vincent has been experiencing a moderate level of growth in the number of rateable properties, which therefore increases the rate base and level of income able to be generated from rates, with the following table demonstrating a 2% increase during 2016/17.

YEAR (30 June)	RATEABLE PROPERTIES	Increase	
		Number	%
2017	18217	350	1.96%
2016	17867	313	1.78%
2015	17554	260	1.50%
2014	17294	560	3.35%
2013	16734	136	0.82%
2012	16598	26	0.16%
2011	16572	246	1.51%
2010	16326	256	1.59%

## Triennial GRV Review

Every three years, the Valuer General is required to provide to local governments an update GRV roll which is to be applied for the subsequent rating year. The Valuer General's Office has recently provided the roll, with the following table demonstrating the impact in the City of Vincent on the total GRV for each use category:

Classification	Old Valuations	New Valuations	% change +/-
Residential	360,670,161	360,695,451	0.01
Vacant Residential	5,227,855	6,166,560	17.96
Other	124,877,212	127,743,121	2.29
Vacant Commercial	2,408,050	2,750,500	14.22
<b>Total</b>	<b>493,183,278</b>	<b>497,355,632</b>	<b>0.85</b>

Whilst individual properties and areas may have fluctuated in value, at an overall category level, it can be seen that:

- Residential developed properties have on average maintained parity.
- Vacant land has increased, although it should be noted the valuation methodology is different to developed land, with the GRV being a calculation of the capital value multiplied by 3%.
- Non-residential properties (Other - Commercial and industrial) have increased on average by 2.29%.

## Separate Waste Charge

As part of the budget development process, Administration investigated the potential to introduce a separate Waste Collection Charge, however it was identified that further data is required, particularly in respect to the service provided to commercial ratepayers, in order to fully assess the potential and implications. In view of this, the calculation of the Differential Rates remains consistent, with the cost of the waste collection service included within Rates.

## Budget Deficiency

The Budget Deficiency presented on the Rate Setting Statement (**Attachment 1**) is \$32,939,532. This represents an increase of approximately 5.5% on the City's rate revenue of \$31.237 million in 2016/17. Approximately 2% of this increase will be generated from the annual growth in the rate base, 2.7% from the increase in the rate in the dollar and the balance from the increase to Minimum Rates.

As properties are developed throughout the year, the City is provided updated valuation data, which is then utilised to issue interim rates. In 2017/18, it is anticipated this growth will provide approximately \$405,000,

therefore the balance of the Budget Deficiency, being \$32,534,532 will need to be derived from the levying of the Annual Rates.

To achieve this, an increase of approximately 2.7% is required across all rating categories, with the Minimum for Residential and the Other rating categories increased to \$1,100 as detailed below:

Rating Category	2014/15		2015/16		2016/17		Draft 2017/18	
	Rate-in-\$	Minimum	Rate-in-\$	Minimum	Rate-in-\$	Minimum	Rate-in-\$	Minimum
General	0.05789	\$707						
Commercial Vacant	0.11578	\$1,414	0.11578	\$1,414	0.11914	\$1,414	0.12236	\$1,414
Residential	As for General		0.05951	\$907	0.06124	\$1,007	0.06289	\$1,100
Other	As for General		0.06281	\$907	0.06463	\$1,007	0.06489	\$1,100
INCREASE								
Commercial Vacant			0.0%	0.0%	2.9%	0.0%	2.7%	0.0%
Residential			2.8%	28.3%	2.9%	11.0%	2.7%	9.2%
Other			8.5%	28.3%	2.9%	11.0%	0.4%	9.2%

### CONSULTATION/ADVERTISING:

In accordance with section 6.36 of the *Local Government Act 1995* (the Act), public comments will be invited through publication of a local public notice, with the consultation period being open for a minimum of 21 days. All submissions received will be submitted to Council for consideration.

It is also noted, that as part of the Community Budget Submission process, a number of submissions were received in respect to the levying of rates above CPI. These submissions will be reported to Council separately.

### LEGAL/POLICY:

The following clauses from the *Local Government Act 1995* are relevant to the levying of Differential Rates, Minimum Rates and the requirement to publish a Local Notice.

#### 6.33. Differential general rates

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics –
  - (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the *Planning and Development Act 2005*; or
  - (b) a purpose for which the land is held or used as determined by the local government; or
  - (c) whether or not the land is vacant land; or
  - (d) any other characteristic or combination of characteristics prescribed.

#### 6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than –
  - (a) 50% of the total number of separately rated properties in the district; or
  - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.

**6.36. Local government to give notice of certain rates**

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) –*
  - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
  - (b) *is to contain –*
    - (i) *details of each rate or minimum payment the local government intends to impose; and*
    - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
    - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
  - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government –*
  - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
  - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

*it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.*

**RISK MANAGEMENT IMPLICATIONS:**

The calculation of the 2017/18 Rates is based on the estimates included in the Draft 2017/18 Budget, which includes a range of assumptions in respect to growth, utilisation of services and cost increases. The Draft Budget is based on the best information available at the time and therefore the Demand from Rates is considered a reasonable and prudent estimate.

**STRATEGIC IMPLICATIONS:**

Council's budget process is in accordance with Council's Strategic Community Plan 2013-2023 and Corporate Business Plan 2013-2017, Objective "4. Leadership, Governance and Management":

"4.1.2 *Manage the organisation in a responsible, efficient and accountable manner*"

"4.1.4 *Plan effectively for the future*":

**SUSTAINABILITY IMPLICATIONS:**

Whilst the City receives the benefit of capital proceeds from its share in the Tamala Park Regional Council, true sustainability is achieved through balanced operations. This requires a long term focus and consistent results.

Achieving an effective rating strategy is an important part of the City's overall pricing policy, which will progressively enable the City to meet all its operational obligations, including asset renewal to ensure the current standard of service can be maintained for future generations.

**FINANCIAL/BUDGET IMPLICATIONS:**

The advertising of the proposed Differential and Minimum Rates is critical in the development process of the annual budget. The level of rates generation is linked to the delivery of service and level of funding for capital works, debt servicing and consolidation of Reserve funds.

**COMMENTS:**

The Department of Local Government and Communities' Rating Policy includes a section on 'Fairness and Equity', which provides a requirement for local governments to review its expenditure and consider efficiency measures as part of its budget deliberations. This is to be reflected in the Council Minutes when adopting the "budget strategy" and endorsing the objects and reasons for each differential rating category.

In respect to efficiency measures, Council Members have participated in Budget Workshops that have provided the opportunity to identify and validate areas for efficiencies at an operational and capital expenditure level. The proposed increase in rates to the value of 2.7% is considered reasonable, while still providing for a contribution to Reserves to meet future demand.

The Council has previously introduced three differential rating categories and it is not proposed that there will be any changes to the existing structure of the rating categories in 2017/18. It is noted however that the triennial GRV review resulted in an increase in the overall valuation within the Other category. In order to maintain parity, the GRV increase has been neutralised in calculating the 2017/18 rate in the dollar.

The following reflects the Objects and Reasons for each of the Differential Rating categories:

**Residential and Other:**

Given the Gross Rental Value (GRV) of properties is reviewed every three years, different use or zoning categories can be impacted to different degrees by applicable market forces. By rating residential properties at the same rate as commercial and industrial properties, significant variations in valuations can result in substantial shifts in the rate burden. To avoid this, a decision has been made to separate Residential properties from other categories of use such as Commercial and Industrial.

The applicable rate in the dollar has been set to align the value of rates from each category in general alignment to the percentage that they represent of the total GRV.

**Vacant Commercial:**

In 2014 the City introduced a higher rate in the dollar for the calculation of Council rates on properties classified as Vacant – Commercial. The object of the higher Vacant - Commercial land rate is to encourage the development of vacant land. The reason for this, is that vacant land is often unsightly and unkempt and it can be used for the illegal dumping of rubbish. The development of Vacant-Commercial land will increase the street appeal of suburbs and the vibrancy of town centres.

**Minimum Rates:**

Rates are calculated by multiplying a property's assessed GRV by the adopted rate in the dollar. However, councils can apply a minimum rate, which recognizes that all ratepayers have an equal opportunity to enjoy the facilities and services provided by Council, regardless of the value of their property. It is generally accepted that a property's value bears little relation to the landowner's use of Council facilities and services, therefore the application of a minimum rate is considered to be a fairer outcome.

The balance between the rate in the dollar and level of the Minimum Rate is important in establishing equity and ensuring an optimal level of revenue from a nominated rating level.

**Local Notice:**

Local governments are required to give notice of an intention to levy Differential rates by publishing a notice in a newspaper circulating in the district. The notice is to include an invitation for submissions to be made by electors or ratepayers in respect to the proposed rates or minimums.

Council is to consider any submission before imposing the proposed differential rates and minimums. It should be noted however, that Council is not restricted to impose what was advertised, but can modify the rates as required.

**12 COMMUNITY ENGAGEMENT****12.1 DRAFT CITY OF VINCENT DISABILITY ACCESS AND INCLUSION PLAN 2017 - 2022**

**File Number:** D17/47621

**Author:** Sarah-Jane Hansen, Community Development Officer

**Authoriser:** Michael Quirk, Director Community Engagement

**Attachments:** 1.  City of Vincent Draft Disability Access and Inclusion Plan 2017-2022.docx

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

1. **ADOPTS** the City of Vincent Draft Disability Access and Inclusion Plan 2017 – 2022 as shown in Attachment 1;
2. **AUTHORISES** the Chief Executive Officer to submit the City of Vincent Disability Access and Inclusion Plan 2017 – 2022 to the Disability Services Commission for final endorsement;
3. **REQUIRES** the preparation of a City of Vincent Disability Access and Inclusion Plan 2017 – 2022 Summary comprising the purpose, key consultation findings, outcomes and strategies to ensure a more accessible and readable document for the community.
4. **NOTES** that the City of Vincent Draft Disability Access and Inclusion Plan 2017 – 2022 and Summary document will be subject to further formatting and styling to be determined by the Chief Executive Officer prior to publication.

**PURPOSE OF REPORT:**

To seek adoption of the City of Vincent Draft Disability Access and Inclusion Plan 2017–2022 (**Attachment 1**) and authorise submission to the Disability Services Commission for final endorsement.

**BACKGROUND:**

The City of Vincent adopted its first Disability Services Plan in 1996 which formed the basis for a Disability Access and Inclusion Plan (DAIP) prepared in 2004 to ensure adherence to the *Disability Services Act WA 1993 (amended 2004)*. The Act requires all Local Governments to develop, maintain and implement a DAIP and to update that Plan every five years for endorsement by the Disability Services Commission. The City has prepared and implemented DAIP's for the periods 2006–2011 and 2012–2017, and it is now necessary to review and update the existing Plan for submission to the Disability Services Commission no later than September 2017.

DAIP's assist public authorities to strategically plan and implement improvements to access and inclusion across seven (7) outcome areas including:

1. Services and Events;
2. Buildings and Facilities;
3. Information;
4. Quality of Service;
5. Complaints;
6. Consultation Processes; and
7. Employment.

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

**DETAILS:**

The process of developing a new City of Vincent DAIP 2017–2022 has been conducted in accordance with the requirements set out in the *Disability Services Act 1993 (amended 2004)*, and in collaboration with a highly experienced disability consultant. The scope included:

- Review the existing City of Vincent DAIP 2012–2017 outcomes, strategies and actions;
- Research best practice, evidence based accessibility and inclusion practices;
- Engage with key internal and external stakeholders to seek comments, advice and priorities;
- Document key findings particularly in relation to existing barriers and strategies to address those barriers;
- Review and consider Council Policy No. 3.10.2 – Access and Equity;
- Prepare the draft City of Vincent DAIP 2017–2022 based upon a combination of legislative requirements, research and information gathering, community and stakeholder engagement outcomes, and expertise and experience;
- Consult with key internal and external stakeholders on the draft City of Vincent DAIP 2017–2022 and prepare a final draft for public comment; and
- Prepare the final City of Vincent DAIP 2017–2022 for adoption by Council and endorsement by the Disability Services Commission.

1.

In reviewing the existing City of Vincent DAIP 2012–2017 it is evident that significant progress has been made towards meeting the seven key outcome areas. This has included active participation in the Australian Government Disability Parking Services Working Party, the programmed upgrade of footpaths including access ramps and tactile indicators, the installation of portable hearing loops at key community buildings, the removal of parking fees for ACROD bays, and delivery of the Vincent Connect Project in partnership with Inclusion WA. Implementation of the DAIP has demonstrated that the task of addressing the many important issues that affect people with disability is not an easy one, however there remains a strong commitment to working towards access and inclusion for all community members.

A key feature of the City of Vincent DAIP 2017–2022 is the ‘Disability Access and Inclusion Matrix’ that provides a clear framework to support decision making around improved access and inclusion for people with disability. In order to achieve positive access and inclusion outcomes it is necessary for Local Government to better understand the functional and practical implications commonly experienced by people with disability, and then move beyond the prescribed minimum requirements and aim for best practice. The Plan identifies 39 strategies across eight outcome areas that will directly guide the development of individual tasks within the DAIP Implementation Plan (refer to pages 34 to 41 of the attached Plan). An additional outcome area addressing ‘Policy and Procedures’ has been included within the DAIP based upon stakeholder feedback.

**CONSULTATION/ADVERTISING:**

Administration has provided an opportunity for people with disability as well as their family members and carers, residents, businesses, community organisations, disability advocacy groups and service providers along with City employees and Councillors to provide direct input into the review and development of the DAIP. Community consultation for the City of Vincent DAIP 2017–2022 was undertaken in two phases and focussed on the following:

- The City’s achievements in improving access and inclusion in recent years
- Difficulties and barriers that community members still experience with the City’s services and events, buildings and infrastructure, customer service, information, complaints mechanisms, consultation processes and employment
- Potential outcomes, objectives and strategies for improved access and inclusion
- Key priorities for the revised DAIP

Phase One – October to November 2016

This consultation phase included a range of opportunities for community and stakeholder input including:

- Online surveys including one for City of Vincent staff and contractors and another for external stakeholders. These surveys were available in alternative formats upon request.
- DAIP Review workshops delivered to the CEO, Directors and Managers
- Accessible Vincent Community Forum held on 25 November 2016

- Telephone and face-to-face interviews as well as small group meetings with key stakeholders
- Direct contact with local organisations and community groups
- Widespread email circulation of the DAIP Review surveys to community networks
- Notices in the Perth Voice and Guardian Express
- Updated information on the City's website and home page slider
- Distribution of notices at key community facilities to encourage broader community engagement

As a result, the first phase of community consultation achieved the following:

- 65 internal City of Vincent staff and contractors completing the Staff Survey;
- 48 responses to the Community Survey from external stakeholders, including people with disability, family members and carers;
- 23 Directors, Managers and Officers attending the DAIP Review Workshops; and
- Eight (8) participants attending the Accessible Vincent Community Forum including community members, representatives from disability service providers, disability advocacy organisations and City staff.

The information gathered was collated and analysed, and key findings included in the draft City of Vincent DAIP 2017–2022.

#### Phase Two – March to April 2017

Upon completion of the draft City of Vincent DAIP 2017–2022 incorporating background research, review outcomes, consultation feedback and new strategies the Plan was then advertised for public comment. This was undertaken for 22 days from Monday 20 March to Monday 10 April (inclusive) and community awareness was achieved through:

- Notices within the Perth Voice and Guardian Express
- Notices on the City of Vincent website, Facebook page and e-newsletters
- Direct correspondence to external stakeholders specifically including those who participated in the community consultation first phase
- Direct email correspondence to all City of Vincent staff
- Briefing Note to all Councillors

The City received a total of five (5) feedback submissions from both internal and external stakeholders which are summarised below. Where deemed appropriate these comments have been incorporated into the City of Vincent DAIP 2017–2022 Final Draft.

	<b>Comments Received</b>	<b>Administration Response</b>
1	Requested inclusion of an Executive Summary, and raised accessibility issues regarding ACROD bays at Margaret Kindergarten, Leederville.	An Executive Summary is not required under the Disability Services Commission Guidelines, and advice from the independent disability consultant was that such a summary may diminish the impact of all of the points raised in the DAIP.  Administration has determined that a Foreword from the Mayor and/or CEO can be included within the DAIP that will in part summarise access and inclusion strategies. This will be included as part of the DAIP graphic design, formatting and styling prior to publication.  The accessibility concerns at Margaret Kindergarten are being investigated by Technical Services to ensure compliance.
2	Adding 'digital services' to City services, facilities and functions would acknowledge coverage across the website, emails, Intranet and Extranet.  Under Section 3 'definitions' there is no specific mention of issues related to employment	Included on page 8.  Considered, however it was determined appropriate to only included general statistics as detailed

	Comments Received	Administration Response
	<p>although the Census asks questions about the person's employment, education and mobility.</p> <p>While 3.8% of the people in Vincent may have needed assistance, this is well below the census figure of about 18.5% who reported as having a disability that affects their education, employment or mobility. Many people with a disability do not report, or may not have told you that they experience difficulties.</p> <p>I don't really see a statement in the "Equity for people with disability" whereby the City of Vincent specifically mentions its own hiring practices – suggested reordering of information included on various pages.</p> <p>'Equitable access to information' on page 27 states that forms should be made available in electronic format, however suggest that wherever possible they be provided online in HTML with an 'easy print' option for those who would rather print them out.</p> <p>'Equitable access to information - written material' I would suggest that there be a mention of a Corporate Style Guide that has been checked for accessibility and the implementation of which is assured throughout the city's departments.</p> <p>'Equitable access to information – communication format' – as well as captioning it is required that you provide a transcript. Any automatic captioning needs to be checked for accuracy.</p> <p>Most document and web content editors do not have training regarding accessibility requirements. Suggested that these training needs are mentioned.</p> <p>Most people with a disability do not want to have a dedicated website for them they just want the main website to be inclusive.</p>	<p>statistic may detract from the underlying concept of 'Equity for All'. Regardless of low statistics it remains important to provide equal opportunity and access. In addition, issues regarding equitable access to employment are covered on page 30 and 41.</p> <p>Information added to report to reflect one in five Australian reported living with disability (ABS 2015 Survey of Disability, Ageing and Carers).</p> <p>Outcome Seven – Employment includes a range of strategies. Points retained in original position rather than reordering.</p> <p>Included on page 28.</p> <p>Strategies regarding accessible formats have been included in Outcome Three – Information and Communication.</p> <p>Included on page 29</p> <p>Noted for inclusion within the DAIP Implementation Plan.</p> <p>The DAIP is not implying that a separate website was required but rather the provision of a website that meets for the needs of people with disability. No action required.</p>
3	Acknowledged opportunity for review and feedback but advised that "we do not have any further contribution to make at this time"	No action required.
4	The DAIP is very comprehensive, compliant and well thought out. Minor comments provided regarding document formatting.	Formatting changes made as suggested.
5	Suggested inclusion of more detailed information regarding the WA Equal Opportunity Act under Section 5: Disability Access and Inclusion in a Local Government Context.	Information included on page 15.

**LEGAL/POLICY:**

The *Disability Services Act 1993 (amended 2004)* requires each public authority to have a DAIP that must meet prescribed standards. The legislation states that the DAIP must be reviewed at least every five (5) years, progress reports must be provided annually to the Disability Services Commission, and achievements are to be included in the City's Annual Report.

**RISK MANAGEMENT IMPLICATIONS:**

**Medium:** Access and inclusion is not only a legislative requirement but a community expectation, and the effective implementation of DAIP strategies and actions across seven (7) key outcome areas is an essential risk management. Given that access and inclusion must be considered across all City services and events, buildings and facilities, administrative processes, consultation process and employment it is considered a medium level risk.

**STRATEGIC IMPLICATIONS:**

The City of Vincent DAIP 2017–2022 aligns with numerous objectives within the Strategic Community Plan 2013 – 2023, as follows:

*Natural and Built Environment*

- 1.1 *Improve and maintain the natural and built environment and infrastructure*
- 1.1.4 *Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment.*
- 1.1.6 *Enhance and maintain the City's parks, landscaping and the natural environment.*

*Community Development and Wellbeing*

- 3.1 *Enhance and promote community development and wellbeing*
- 3.1.1 *Celebrate, acknowledge and promote the City's cultural and social diversity.*
- 3.1.2 *Promote and foster community safety and security.*
- 3.1.3 *Promote health and wellbeing in the community.*
- 3.1.4 *Continue to implement the principles of universal access.*
- 3.1.5 *Promote and provide a range of community events to bring people together and to foster a community way of life.*
- 3.1.6 *Build capacity within the community to meet its needs.*

*Leadership, Governance and Management*

- 4.1 *Provide good strategic decision-making, governance, leadership and professional management*
- 4.1.1 *Develop leadership skills, behaviours and culture that enhance the public image of the City.*
- 4.1.5 *Focus on stakeholder needs, values, engagement and involvement.*
- 4.2 *Provide a safe, positive and desirable workplace*
- 4.2.1 *Promote employee performance, recognition, reward, satisfaction and wellbeing, and provide a safe and positive workplace."*

The DAIP review is also a key action within the City's Corporate Business Plan 2016/17–2019/20.

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Many of the strategies and actions within the DAIP relate to Administration tasks, activities, processes and projects with funds allocated existing operational and capital budgets. Several new initiatives have been identified for completion in 2017/18 with an amount of \$31,000 included within the draft budget for consideration. Directors and Managers are directly responsible for implementation of the DAIP over the next five (5) years with resource and financial implications to be listed within the Corporate Business Plan, and subsequently operating and capital budgets over this period.

As identified on page 32 of the DAIP, Administration will prepare an Implementation Plan each year across the five-year lifespan of the Plan which will specify key tasks under each strategy, timelines for completion of these tasks and Directorates/Teams responsible for completing these tasks. This approach has been taken in consultation with the Disability Services Commission and is a key lesson learned from the previous DAIP whereby specific actions and timeframes across the five-year lifespan were specifically included in the Plan. Upon the Plan being approved by the Commission there is no opportunity to amend these specific actions and timeframes in response to changing community demands. These Annual DAIP Implementation Plan/s will directly inform the annual corporate business plan and budget processes.

**COMMENTS:**

The DAIP is a vitally important strategic document to ensure all members of our community have access to the City's facilities, services, events and information. Through the assistance of a highly experienced disability consultant the DAIP has been prepared in accordance with Disability Services Commission requirements and has included extensive community engagement. The resultant outcomes, strategies and actions provide a strong framework for improving access and inclusion for people of all abilities across Vincent. Through these positive actions and realistic targets the City will achieve continuous improvement across all functions of the organisation.

As a vitally important corporate document the DAIP will be subject to further formatting and styling changes to be determined by the Chief Executive Officer prior to publication. The copy of the DAIP included as **Attachment 1** does not necessarily reflect the appearance of the final published document, however no changes will be made to the Plan's content following adoption by Council. It is acknowledged that the DAIP model template provided by the Disability Services Commission does not necessarily align with Council's commitment to providing more accessible and reader-friendly corporate publications. Administration intends to maintain this format to align with the Commission's preference, however an additional DAIP 2017–2022 Summary document will be prepared that simply comprises the purpose, key consultation findings, outcomes and strategies. A similar summary was produced for the DAIP 2012 – 2017 although it is considered that this can be further refined and improved.

It is recommended that the City of Vincent DAIP 2017–2022 be adopted for submission to the Disability Services Commission and subsequent implementation.

## 12.2 FESTIVAL AND EVENTS SPONSORSHIP 2017/2018

TRIM Ref: D17/52929  
 Author: Alanna Curtin, A/Coordinator Arts & Creativity  
 Authoriser: Michael Quirk, Director Community Engagement  
 Attachments: 1. Festival Funding Guidelines and Application 

## RECOMMENDATION:

That Council;

1. APPROVES an amount of \$263,000 to be listed for consideration within the draft 2017/2018 budget for Festival and Events Sponsorship as follows:

Festival/Event	Amount Requested	Amount Recommended
<b>North Perth Local</b> <ul style="list-style-type: none"> <li>6006 in the Park</li> <li>Welcome to Angove Street Halloween Event</li> </ul>	\$45,000	\$35,000
<b>Beaufort Street Network</b> <ul style="list-style-type: none"> <li>Artisan Markets</li> <li>Beaufort Street Ball</li> <li>Heritage Trail</li> <li>Pop-up Cinema</li> <li>Staged on Beaufort</li> <li>Style Showcase</li> </ul>	\$89,700	\$35,000
<b>Aboriginal Health Council of WA</b> <ul style="list-style-type: none"> <li>Closing the Gap Day</li> </ul>	\$19,342	\$10,000
<b>Rotary Club of North Perth</b> <ul style="list-style-type: none"> <li>Hyde Park Fair</li> </ul>	\$50,000	\$20,000
<b>Leederville Connect</b> <ul style="list-style-type: none"> <li>Light Up Leederville Carnival</li> </ul>	\$65,000	\$50,000
<b>Mt Hawthorn Hub</b> <ul style="list-style-type: none"> <li>Mt Hawthorn Streets and Lanes Festival</li> </ul>	\$60,000	\$45,000
<b>Mt Hawthorn Hub</b> <ul style="list-style-type: none"> <li>Mt Hawthorn Youth Program</li> </ul>	\$12,000	\$6,000
<b>WA Pet Project</b> <ul style="list-style-type: none"> <li>Pet Fest</li> </ul>	\$3,050	\$1,500
<b>Pride WA</b> <ul style="list-style-type: none"> <li>Pride Fairday</li> </ul>	\$20,000	\$10,000
<b>Revelation Film Festival</b> <ul style="list-style-type: none"> <li>Revelation Perth International Film Festival</li> </ul>	\$30,000	\$20,000
<b>Secret Walls x Australia</b> <ul style="list-style-type: none"> <li>Secret Walls</li> </ul>	\$5,000	Nil
<b>St Patricks Day WA Inc.</b> <ul style="list-style-type: none"> <li>St Patricks Day Parade and Family Fun Day</li> </ul>	\$40,000	\$20,000
<b>Subiaco Football Club</b> <ul style="list-style-type: none"> <li>Vincent Community Cup</li> </ul>	\$12,500	\$10,500
<b>TOTAL</b>	<b>\$451,592</b>	<b>\$263,000</b>

2. NOTES that the allocation of all 2017/18 Festival and Events Sponsorship remain subject to the recipient signing a Sponsorship Agreement with the City of Vincent identifying all related expectations and obligations; and
3. APPROVES BY ABSOLUTE MAJORITY, in accordance with Section 6.8 (1) of the *Local Government Act 1995* the expenditure of \$20,000 for the sponsorship of the Revelation Film Festival to be held from 6 to 19 July 2017.

**PURPOSE OF REPORT:**

To consider approval of the proposed Festivals and Events Sponsorship and the associated budget allocations for 2017/2018.

**BACKGROUND:**

Activation of the City's centres and spaces through a vibrant festivals and events program remains vitally important to create liveable neighbourhoods, engage our local communities and renew our Town Centres. Festival and Event Sponsorship enables Council to support community, not-for-profit and other similar organisations to deliver locally relevant activities. In 2016/2017, the following festivals and events were provided sponsorship to the amount of \$275,880 comprising a \$221,500 cash contribution and \$69,380 in-kind support:

	Organisation	Event	Amount Requested	Amount Approved	In-Kind Support
1	Beaufort Street Network	Staged on Beaufort	\$44,900	\$35,000	\$1,000
2	Revelation Film Festival	Revelation Film Festival	\$30,000	\$20,000	\$1,000
3	Awesome Arts	Lullaby Event	\$10,000	Nil	Nil
4	Leederville Connect	Light Up Leederville Carnival	\$55,000	\$50,000	\$10,550
5	Pride WA	Pride Fairday	\$20,000	\$15,000	\$7,250
6	Rotary Club of North Perth	Hyde Park Fair	\$33,000	\$20,000	\$27,000
7	Mt Hawthorn Hub	Mt Hawthorn Streets & Lanes Festival	\$50,000	\$45,000	\$8,800
8	St Patricks Day WA Inc.	St Patricks Day Parade & Family Fun Day	\$20,000	\$20,000	\$10,280
9	North Perth Local	6006 In The Park	\$20,000	\$16,500	\$3,500
<b>TOTAL</b>			<b>\$282,900</b>	<b>\$221,500</b>	<b>\$69,380</b>
<b>TOTAL FUNDING AND IN-KIND SUPPORT</b>				<b>\$290,880</b>	

On January 31 2017, the City advertised a call out to community groups to apply for sponsorship for major festivals and events proposed to be held within Vincent in 2017/2018. Advertising occurred on the City's Website, Facebook and e-newsletter as well as direct communication to previous and potential sponsorship applicants. An information session was also held at the City's Administration and Civic Centre on 16 February 2017. This provided prospective applicants with further information about the application process and key assessment criteria. Submissions closed on 13 March 2017.

**DETAILS:**

To ensure alignment with Council priorities and a transparent, equitable assessment process the 2017/2018 festivals and events sponsorship submissions were required to effectively respond to the following assessment criteria:

- Demonstrated support for the event from the Vincent community
- Demonstrated economic benefits for local businesses
- Demonstrated entertainment and cultural opportunities to the community
- Identified target market and how the event will ensure their participation
- Demonstrated capacity to deliver and fund the event, including other funding sources
- Confirmation of the event organiser's not for profit status and financial viability
- Detailed event budget identifying how the City's sponsorship will be utilised

A total of thirteen (13) applications were received and these applications have been included as Confidential Attachments (**Attachments 1 – 13**) to this report. The Guidelines and Application Form have also been included (**Attachment 14**).

The overall quality of submissions and their responsiveness to the abovementioned criteria varied although all submissions provided sufficient detail upon which to complete an assessment. Where detail was limited Administration utilised other factors to assist the assessment including the success or otherwise of previous similar events, whether the proposed event is free of charge for residents, whether the event encourages use of Vincent's public open spaces, and what associated marketing or activation benefits the City would receive. Representatives from the Arts Advisory Group and Children and Young People Advisory Groups also assisted with the assessment process.

An overview of each sponsorship submission and assessment is provided below:

**1. North Perth Local: 6006 In The Park – 20 January 2018  
Welcome to Angove Street Halloween Event – 31 October 2018**

6006 In the Park is a free community event held at Woodville Reserve in the heart of North Perth. The event showcases, local traders, children's activities and musical performances. Last year was the first 6006 in The Park since discontinuing the Angove Street Festival, and the event received significant community support.

The Welcome to Angove Street Halloween Event aims to showcase North Perth Town Centre, North Perth Local and local businesses to the surrounding community in a fun and family friendly way. This event will be held at the Angove Street Collective to draw people into the heart of the town centre. Event organisers will display spooky decorations, showcase live local music and encourage the community to dress up.

Sponsorship Assessment

Both events aim to unite local residents, businesses and community groups. North Perth Local has provided a detailed submission and demonstrated support from the local community and businesses for these two proposed events. The request for \$45,000 is a significant increase from the \$16,500 sponsorship provided in 2016/17.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$45,000
<b>Funding Amount Recommended</b>	<b>\$35,000</b>
Plus In-Kind Support	\$1,960
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire Fee</li> <li>• Waste Management</li> </ul>	

Please refer to North Perth Local submission **Confidential Attachment 1** for further information.

**2. Beaufort Street Network: Building a Better Beaufort Street – July 2017 to June 2018**

The Beaufort Street Network has proposed a series of events to bring people to Beaufort Street and encourage and promote their unique and vibrant traders. The series of events will include:

- **Artisan Markets:** Held at the Mary Street Piazza due to the proximity to local businesses, this event aims to encourage visitors to meander. The markets include local artists, designers and artisans.
- **Beaufort Street Ball:** This is proposed to be a ticketed event at the Mary Street Piazza and surrounding lane way, which would be open to local businesses and residents to network.
- **Heritage Trail:** This event is to recognise that the original inhabitants of the Beaufort Street area and also promotes heritage buildings in the area. This is a joint initiative in consultation with Department of Aboriginal Affairs, Aboriginal Health Council of WA, Mount Lawley Society and local schools.
- **Pop up Cinema:** This is proposed to be a ticketed event running for four (4) consecutive movie sessions in November at The Backlot Amphitheatre. It will be pitched at local residents. Ten (10) free tickets will be provided to the City as giveaways to residents.
- **Staged on Beaufort:** A series of free community concerts featuring a diverse selection of local talent.
- **Style Showcase:** A free fashion event designed to boost local retailer sales and activate local venues to stimulate economic development.

Sponsorship Assessment

The Beaufort Street Network are knowledgeable about their community needs and have demonstrated their strong ability to promote vibrancy through both large and events across the Mt Lawley/Highgate area. The proposed Artisan Markets, Heritage Trail, Staged on Beaufort and Style Showcase are open and accessible to the public and will provide a diverse array of events throughout 2017/18. While Administration acknowledges the economic benefits associated with the Business Ball and the Pop-up Cinema their accessibility for the broader community appear more limited. The request for \$89,700 is a significant increase from the \$35,000 sponsorship provided in 2016/17.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$89,700
<b>Funding Amount Recommended</b>	<b>\$35,000</b>
Plus In-Kind Support	\$2,220
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Piazza Hire Fee</li> </ul>	

Please refer to the Beaufort Street Network submission **Confidential Attachment 2** for further information.

### 3. **Aboriginal Health Council of WA: Closing the Gap Day – March 2018**

This new event at Birdwood Square proposes to bring together a multicultural event to celebrate healthy living whilst raising awareness of the meaningful action that can be taken in support of achieving Aboriginal health equality by 2030. The event will provide opportunities for interactive engagement with Aboriginal health providers, health check facilities, healthy eating choices, local mental health support, local sporting groups, Indigenous artwork and traditional dance.

Sponsorship Assessment

Aboriginal Health Council of WA's application sufficiently met the assessment criteria and the outcomes associated with this event closely align with key actions identified within Council's Reconciliation Action Plan. This new event will engage a broad cross-section of the Vincent community as well as engaging local Aboriginal community groups, service providers and residents.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$19,342
<b>Funding Amount Recommended</b>	<b>\$10,000</b>
Plus In-Kind Support	\$2,050
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire Fee</li> <li>• Waste Management</li> </ul>	

Please refer to the Aboriginal Health Council of WA submission **Confidential Attachment 3** for further information.

### 4. **Rotary Club of North Perth: Hyde Park Fair – 4 and 5 March 2018**

The Rotary Club of North Perth are seeking funds to again hold the Annual Hyde Park Fair which is highly popular with the community and has been operating for 50 years. For the last 30 years the Rotary Club has been responsible for co-ordinating the Fair and it attracts more than 50,000 people over the 2 days. It includes a range of stalls, entertainment, exhibitors and amusement rides. The 2017 Hyde Park Fair had 44 local Vincent businesses involved in the event.

Sponsorship Assessment

The Hyde Park Fair continues to be a popular community event and through their submission the Rotary Club of North Perth provided event survey data confirming community support. This event activates a key public open space within Vincent, attracts a large crowd of all ages and is now a long-established part of the City's cultural calendar. The request for \$50,000 is a significant increase from the \$20,000 sponsorship provided in 2016/17.

Sponsorship Recommendation	
Funding Amount Requested	\$50,000
<b>Funding Amount Recommended</b>	<b>\$20,000</b>
Plus In-Kind Support	\$7,500
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire Fee</li> <li>• Waste Management</li> <li>• Ranger Services</li> </ul>	

Please refer to Rotary Club of North Perth submission **Confidential Attachment 4** for further information.

**5. Leederville Connect: Light Up Leederville Carnival – 3 December 2017**

The Light Up Leederville Carnival is in its 6<sup>th</sup> year, and is held annually before Christmas and involves ceremoniously turning on the lights in the Leederville Town Centre. The aim of this event is to showcase the local businesses of Leederville to a wider audience with more than 30 local businesses participating as well as over 100 performers and 200 community groups.

Sponsorship Assessment

Leederville Connect prepared a highly detailed submission that demonstrates broad community support, ongoing economic benefits to the local traders, and a broad range of events and activities. The Light Up Leederville Carnival has now been established as an important and popular community event that attracts increased visitation to the Leederville Town Centre. The request for \$65,000 is a significant increase from the \$50,000 sponsorship provided in 2016/17.

Sponsorship Recommendation	
Funding Amount Requested	\$65,000
<b>Funding Amount Recommended</b>	<b>\$50,000</b>
Plus In-Kind Support	\$4,970
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Waste Management</li> <li>• Ranger Services</li> </ul>	

Please refer to the Leederville Connect submission **Confidential Attachment 5** for further information.

**6. Mt Hawthorn Hub: Mt Hawthorn Streets and Lanes Festival – 5 May 2018**

The Mt Hawthorn Streets and Lanes Festival is a boutique street festival held on Scarborough Beach Road that attracts approximately 50,000 people. The festival activates the laneways adjoining Scarborough Beach Road and offers the community a range of local talent including food stalls, entertainment, games and roving performances.

Sponsorship Assessment

The Mt Hawthorn Hub demonstrated strong community engagement over the last three months as part of their 2017 Action Plan which has confirmed local community and business support for this festival. The Mount Hawthorn Streets and Lanes Festival has now been established as a quality, diverse event that promotes the Town Centre and attracts large attendances from both the local and broader community. The request for \$60,000 is a significant increase from the \$45,000 sponsorship provided in 2016/17.

Sponsorship Recommendation	
Funding Amount Requested	\$60,000
<b>Funding Amount Recommended</b>	<b>\$45,000</b>
Plus In-Kind Support	\$4,970
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Waste Management</li> <li>• Ranger Services</li> </ul>	

Please refer to Mt Hawthorn Hub submission **Confidential Attachment 6** for further information.

**7. Mt Hawthorn Hub: Youth Program – Monthly**

This new initiative has been proposed following the Mt Hawthorn Hub youth engagement day and pop-up skate park in December 2016. An outcome of that engagement identified a need for additional youth activities in Mt Hawthorn and this Youth Program will deliver pop-up skate, human foosball, artwork workshops, and breakdancing activities. Community groups and local businesses will be engaged to work alongside the Mt Hawthorn Hub to actively engage local children and young people.

Sponsorship Assessment

The Mt Hawthorn Hub has demonstrated significant community support through their 2017 Action Plan and youth engagement day, and they have specifically identified the need for more youth orientated events given that young people comprise 51% of the local community demographic. The sponsorship submission was good and met all of the key assessment criteria. The proposed funding allocation did take into account the recommended sponsorship to Mt Hawthorn Hub for the Streets and Lanes Festival.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$12,000
<b>Funding Amount Recommended</b>	<b>\$6,000</b>
Plus In-Kind Support	\$2,920
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Waste Management</li> <li>• Ranger Services</li> </ul>	

Please refer to Mt Hawthorn Hub submission **Confidential Attachment 7** for further information.

**8. WA Pet Project: Pet Fest – 2 April 2018**

WA Pet Project aims to help the community to become responsible pet owners through education, dog training and the rehoming of animals. This free community day at Woodville Reserve will provide pet owners with free micro chipping, canine sensory gardens, feline enrichment areas, education presentation and children's entertainment. It will also provide the opportunity for the City's Rangers to be directly involved and promote dog and cat registrations, dog exercise areas and the responsible ownership of pets.

Sponsorship Assessment

The submission provided somewhat limited information across all assessment criteria, however it did effectively demonstrate relevance to our local community and the previous event held on 2 April 2017 (without City sponsorship) was successful. Given the small amount of sponsorship sought and the large number of pet owners in Vincent it is considered appropriate supporting the ongoing establishment of this event within our community.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$3,050
<b>Funding Amount Recommended</b>	<b>\$1,500</b>
Plus In-Kind Support	\$2,060
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire Fee</li> <li>• Waste Management</li> </ul>	

Please refer to the WA Pet Project submission **Confidential Attachment 8** for further information.

**9. Pride WA: Pride Fairday – 28 October 2017**

Pride Fairday is a relaxing community event where people are encouraged to bring a picnic and celebrate the diversity of Perth's LGBTI community. The event will include live performances, kid's entertainment, food stalls, family focus areas, community stalls and picnic and game areas. The proposed event venue is yet to be confirmed.

Sponsorship Assessment

The submission provided adequate responses to most of the sponsorship assessment criteria, and Pride WA did include an event impact assessment outlining statistics on the social impact, awareness, cultural impact and the importance of LGBTI community events. Unfortunately, the 2017 Pride Fairday did not proceed in February due to a lack of funding and Pride WA are actively seeking sponsorship and corporate partners to ensure this October event can proceed. Given the competitiveness of 2017/18 sponsorship funding and uncertainty regarding event delivery a reduced amount has been recommended. It is acknowledged that the recommended sponsorship amount may further impact the viability of the event proceeding.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$20,000
<b>Funding Amount Recommended</b>	<b>\$10,000</b>
Plus In-Kind Support	\$2,880
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire Fee</li> <li>• Waste Management</li> <li>• Rangers Services</li> </ul>	

Please refer to the Pride WA submission **Confidential Attachment 9** for further information.

**10. Revelation Film Festival: Revelation Perth International Film Festival – 6 to 19 July 2017**

Revelation Perth International Film Festival is to be held at Luna Cinemas, The Backlot Perth, Babushka, The Leederville Hotel and North Metro TAFE for 13 days between 6 and 19 July 2017. The film festival includes feature films, documentations, special events, animations and competitions which attracts approximately 13,000 people to Vincent. Admission to the film session are ticketed (\$19.50 full price, \$15.50 concession, \$13.50 Rev Members and \$10 Guardians), however there are a number of other low cost and free events proposed:

- Industrial Revelations – master classes and panel discussions for filmmakers
- Guild Field Day – a free workshop event at Bill's Bar and Bites
- Revelation Animation – a school holiday event proposed to be held at the City of Vincent Library
- Revelation celebration – five (5) free family friendly screenings at Luna Cinemas which will include free tickets for the City to provide to Vincent residents
- The Life in Pictures – a short film competition to stimulate discussion about ageing and will form part of the City's Well & Wise Calendar

Sponsorship Assessment

The Revelation Film Festival is considered a highlight of the year for film enthusiasts and independent cinema goes throughout Vincent and the broader Perth Metropolitan Area. The event organisers have demonstrated a concerted effort to continue to develop positive relationships within the Leederville Town Centre and have clearly demonstrated their ability to support local business. Organisers have also demonstrated responsiveness to our local community by providing more free community activities for families and seniors this year. This includes use of the Vincent Library & Local History Centre and the inclusion of a short film within the City's Well and Wise Calendar.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$30,000
<b>Funding Amount Recommended</b>	<b>\$20,000</b>
Plus In-Kind Support	\$920
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Marketing &amp; Promotions</li> </ul>	

Please refer to the Revelation Film Festival submission **Confidential Attachment 10** for further information.

**11. Secret Walls x Australia: Secret Walls – August to December 2017**

Secret Walls is an art battle event which will showcase local artists, and DJs with the aim to connect the audience to the artist and celebrate art. The audience is able to watch the live illustration of the artwork and then is able to vote for their favourite artwork.

Sponsorship Assessment

Secret Walls x Australia has provided numerous letters of support from the community, however did not address numerous aspects of the sponsorship assessment criteria. The event aims to celebrate art and community, however it is difficult to identify and measure the potential community impact apart from the potential engagement of a local primary school. This proposed event has the potential to support the strong art, creativity and music culture within the Vincent community and therefore Administration intends to liaise with the applicant to ensure a 2018/19 submission that better aligns with the sponsorship assessment criteria.

Sponsorship Recommendation	
Funding Amount Requested	\$5,000
<b>Funding Amount Recommended</b>	<b>\$0</b>
Plus In-Kind Support	\$0
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Marketing &amp; Promotions</li> </ul>	

Please refer to the Secret Walls x Australia submission **Confidential Attachment 11** for further information.

**12. St Patricks Day WA Inc.: St Patricks Day Parade and Family Fun Day – Saturday 17 March 2017**

The St Patricks Day Parade and Family Fun Day has now been established a popular community event that attracts many locals but primarily attracts large attendances from beyond Vincent who activate the Leederville Town Centre and support local businesses. The event also involves a large cross-section of the community including local schools, community groups, sporting clubs, Leederville Connect and local businesses. The event attracted approximately 40,000 people in 2017. Notably, the event is proposed for a Saturday in 2018 rather than the traditional Sunday which will require significant forward planning. Preliminary consultation with Leederville Connect has demonstrated support for the event being held on a Saturday in 2018 subject to further discussions and effective management of any identified issues.

Sponsorship Assessment

The submission provides sufficient responses to the assessment criteria and demonstrates an increased partnership with Leederville Connect to ensure more local business and local community involvement. The St Patricks Day Parade and Family Fun Day has now been established as a key event on our cultural calendar and attracts significant attendances from beyond Vincent. The request for \$40,000 is a significant increase from the \$20,000 sponsorship provided in 2016/17.

Sponsorship Recommendation	
Funding Amount Requested	\$40,000
<b>Funding Amount Recommended</b>	<b>\$20,000</b>
Plus In-Kind Support	\$6,710
<ul style="list-style-type: none"> <li>• Event Application Fee</li> <li>• Reserve Hire</li> <li>• Waste Management</li> <li>• Ranger Services</li> </ul>	

Administration has facilitated discussions between the event organiser and Leederville Connect with the aim of achieving improved support from local businesses. Please refer to the St Patricks Day WA Inc. submission **Confidential Attachment 12** for further information.

**13. Subiaco Football Club: Vincent Community Cup – 19 August 2017**

The Vincent Community Cup is proposed to turn the scheduled WAFL fixture on 19 August 2017 into a local community orientated event with free entry for residents and the direct involvement of local schools, junior sporting clubs, community groups and businesses. The fixture against West Perth Football Club has been selected given their previous, longstanding association with Leederville Oval. The Clubs would compete for the Vincent Community Cup to be presented by the Mayor and/or other local community representatives.

Sponsorship Assessment

The submission effectively responds to the assessment criteria and demonstrates the potential for a strong community event involving local community groups, sporting clubs and businesses. It also demonstrates a strong connection with Leederville Connect. The proposed event would deliver increased activation of Leederville Oval and assist with developing the partnership between the City and these two locally based WAFL clubs.

<b>Sponsorship Recommendation</b>	
Funding Amount Requested	\$12,500
<b>Funding Amount Recommended</b>	<b>\$10,500</b>
Plus In-Kind Support	\$0

Please refer to the Subiaco Football Club submission **Confidential Attachment 13** for further information. Note that the event date has been moved from a June 2017 fixture against East Perth Football Club to an August 2017 fixture against West Perth Football Club although objectives, logistics, costs and community outcomes remain comparable.

**CONSULTATION/ADVERTISING:**

The City's 2017/18 Festivals and Events Sponsorship was advertised throughout January and February 2017 via the City's Website, Facebook and e-Newsletter as well as direct emails to previous applicants and community groups. A sponsorship information session was also held at the City's Administration and Civic Centre on 16 February 2017

Representatives from Council's Arts Advisory Group and Children and Young People Advisory Groups assisted with assessment of the 2017/18 submissions.

Consultation and advertising of all City sponsored festivals including advertising in community newspapers, street banners, letters to residents, flyers/posters, will be the event providers' responsibility as outlined within the Sponsorship Agreement. Use of the City's logo will be approved and the cross promotion of the events will be advertised across our marketing platforms.

**LEGAL/POLICY:**

- Policy No. 3.1.5 – Donations, Sponsorship and Waiving of Fees and Charges.
- Policy No. 3.8.3 – Concerts and Events.
- Policy No. 3.10.8 – Festivals.

**RISK MANAGEMENT IMPLICATIONS:**

**Medium** The public nature of festivals and events attracts risks including loss of reputation, financial loss and damage to facilities and equipment. This is managed by a sponsorship agreement which requires event organisers to supply the City with event plans, risk management plans and insurance details.

The City's Sponsorship Agreement also identifies that the event provider (or their appointed management contractor) carry out the festival or event at their own cost and risk, and agrees not to make any claims against the City and that the City shall have no liability or responsibility whatsoever to the provider with respect to the event.

**STRATEGIC IMPLICATIONS:**

Sponsorship of festivals and events aligns with the following objectives within the City's '*Strategic Community Plan 2013-2023*':

- 3.1.1 *Celebrate, acknowledge and promote the City's cultural and social diversity.*
- 3.1.5 *Promote and provide a range of community events to bring people together and to foster a community way of life.'*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

The proposed 2017/2018 expenditure for Festivals and Events includes \$263,000 direct sponsorship with a further \$39,160 in-kind support totalling \$302,160. These funds have been listed for consideration within the draft 2017/18 Council budget.

The Revelation Film Festival event is scheduled for 6 to 19 July 2017 and therefore if the City wishes to sponsor these event consideration for funding must be confirmed as soon as practicable to enable the event organiser to proceed with event management and marketing deadlines. This will require a Council resolution by absolute majority for the allocation of \$20,000 event sponsorship to the Revelation Film Festival in accordance with Section 6.8 (1) of the *Local Government Act 1995*.

**COMMENTS:**

The 2017/2018 Festivals and Events Sponsorship will further develop community vibrancy through the delivery of activities that involve Town Teams, community groups, sporting organisations, businesses, schools, local residents and the wider Perth community. With existing festivals and events continuing to attract large attendances and new festivals and events emerging each year there is an increasing demand for Council sponsorship. This is evident with the City experiencing a 38% increase in sponsorship requests from \$282,900 in 2016/17 to \$451,592 in 2017/18.

Notwithstanding the growing costs and logistics associated with delivering community festivals and events it is not considered financially sustainable for individual sponsorship amounts to significantly increase each year. However, in recognition of the community and economic value of festivals and events Administration has recommended an allocation of \$263,000 sponsorship in 2017/18 compared to \$221,500 in 2016/17 (excluding in-kind support) which represents an approximate 17% expenditure increase.

**12.3 REALLOCATION OF CAPITAL BUDGET FUNDS**

**TRIM Ref:** D17/54441  
**Authors:** Steve Butler, Manager Community Safety  
 Stephen Schreck, Strategic Planning Officer  
**Authoriser:** John Corbellini, Director Development Services  
**Attachments:** Nil

**RECOMMENDATION:**

**That Council:**

1. **APPROVES BY AN ABSOLUTE MAJORITY** the reallocation of \$30,000 within the 2016/17 budget for scoping and consultancy work on the review of the City's Car Parking Strategy and preparation of an Integrated Transport Plan and the reallocation of \$41,400 within the 2016/17 budget for the purchase of five (5) 'pay by plate' ticket parking machines for The Avenue Car Park, Leederville; and
2. **NOTES** the following budget adjustment to facilitate (1) above:

	From	To
Existing Budget Item: Policy & Place Consultants	\$62,000	\$32,000
Existing Budget Item: Strategic Planning Projects	\$75,000	\$105,000
Existing Budget Item: 6 x Parking Ticket Machines for the Fitzgerald Street Car Park	\$41,400	
New Budget Item: Purchase and install 5 x 'Pay by Plate' Parking Ticket Machines for The Avenue Car Park and relocate 5 x Existing Parking Ticket Machines to Brisbane Street		\$41,400

**PURPOSE OF REPORT:**

To consider approving a budget adjustment to:

- Enable \$30,000 of operational funds previously allocated for the Mount Lawley/Highgate/Perth Town Centre Parking surveys to be reallocated for scoping and consultancy work on the review of the City's Car Parking Strategy and preparation of an Integrated Transport Plan; and
- Enable capital funds previously allocated for the purchase of six (6) parking machines for the Fitzgerald Street Car Park, Perth to be reallocated to enable the purchase of five (5) 'pay-by-plate' parking machines for The Avenue Car Park, Leederville and relocation of the five (5) existing parking machines to Brisbane Street, Perth.

**BACKGROUND:**

The proposed introduction of paid parking and amendments to time restrictions in the Fitzgerald Street Car Park, Perth and the south side of Lawley Street, West Perth was considered at the Ordinary Meeting of Council on 2 June 2015. It was subsequently resolved to advertise the proposal to introduce paid parking and list an amount of \$43,650 for the purchase of six (6) parking ticket machines for consideration within the 2015/16 budget.

Based upon the public comments received Administration reconsidered its advice to Council and recommended that the existing 3P time restrictions in both the Fitzgerald Street Car Park and Lawley Street be maintained. At the Ordinary Meeting of Council on 8 December 2015 it was resolved to defer consideration of paid parking in the Fitzgerald Street Car Park and Lawley Street until the review of the Car Parking Strategy. While it was resolved to introduce 3P restrictions in Lawley Street and to amend the 3P restrictions in the Fitzgerald Street Car Park the decision not to proceed with paid parking negated the need for purchasing parking ticket machines.

An amount of \$43,650 had already been included in the 2015/16 budget and given uncertainty around the scope and timeframes for the Car Parking Strategy Review at the time an amount of \$36,750 was carried forward into the 2016/17 capital budget. This was adjusted to \$41,400 at mid-year budget review based on a revised parking machine cost estimate. The need for paid parking within the Fitzgerald Street Car Park in West Perth was intended to be further considered as part of the Car Parking Strategy Review so the allocation of \$41,400 is no longer required for new parking ticket machines in the Fitzgerald Street Car Park.

Administration included \$30,000 in the 2016/17 budget for the purpose of completing parking surveys in the Mount Lawley/Highgate/Perth Town Centre. The City went out for quotations for this work in December 2016. The costs provided as part of this quotation process were significantly more than the budgeted amount. The City did consider undertaking a more limited survey however, this approach does not align with Council's resolution from 2015 which is to review the overall parking strategy for the area or the budgeted project.

Scoping work for the Car Parking Strategy review has now commenced and it is intended to form the basis for the preparation of an Integrated Transport Plan in accordance with Item 8.4 in the Corporate Business Plan. The allocation of \$30,000 for consultants to undertake the parking surveys is not considered appropriate given Council's resolution from 2015 and the funds are inadequate to undertake the project initially budgeted for.

## **DETAILS:**

### **Pay by Plate Ticket Machines**

Over recent months, Administration has been assessing key parking issues throughout the Leederville Town Centre with a focus on identifying 'quick wins' that will realise immediate improvements from both an enforcement and user perspective. Some of the opportunities identified have included:

- Installation of pay by plate parking ticket machines to prevent misuse of first hour free provision
- Better accessibility to car parking within Leederville Oval and the School of Isolated and Distance Education
- Provision of additional 1/4P bays within The Avenue Car Park to better accommodate short-stay visitors
- General improvements/maintenance to The Avenue and Frame Court Car Parks (i.e. kerbing, line marking, signage pollution)
- Improved utilisation of the Loftus Centre Car Park during non-peak times
- Better wayfinding throughout the Leederville Town Centre, and surrounds, particularly in relation to car parking availability
- Changes to the parking restrictions in The Avenue Car Park to ensure better alignment with activities within the Town Centre
- Improved parking enforcement and community education through dedicated Parking Rangers

While the abovementioned actions will continue to be progressed the availability of \$41,400 within the 2016/17 budget provides the opportunity to immediately proceed with the installation of pay by plate parking ticket machines within The Avenue Car Park.

The existing parking machines enable a 'first hour free' ticket to be obtained by motorists however it is clearly evident that this arrangement is regularly misused with people returning to their vehicle on a regular basis to replenish their first hour free parking ticket with another free ticket. This type of abuse is costly to the City in terms of number of tickets used/replaced, and loss of revenue.

Administration wishes to replace the existing five (5) parking ticket machines located within The Avenue Car Park with five (5) 'pay by plate' parking ticket machines. The pay by plate parking ticket machine requires the motorist to input the vehicle registration plate information into a machine to obtain a parking session. Once accepted, the vehicle registration number is printed onto the ticket enabling the City's Rangers to easily cross reference this with the registration plate on the vehicle and the time the ticket was issued.

Once the first hour free has been utilised the machine will not accept the same vehicle registration number unless payment is received. Should a motorist enter a false registration number the printed ticket will not match the vehicle registration number which can then be identified by the City's Rangers. The pay by plate machines can be programmed to reset the free period once a predetermined time has expired – for example every 12 hours or every 24 hours.

Funding for the installation of pay by plate parking ticket machines in the Frame Court Car Park has also been listed for consideration within the 2017/18 budget. This will address the key car parking areas within the Leederville Town Centre that are subject to first hour free.

### **Car Parking Strategy Review & Integrated Transport Plan**

Detailed parking surveys could not be undertaken for the amount budgeted for and do not align with Council's resolution from 2015. This creates an opportunity to reallocate this budgeted amount towards scoping the overall Integrated Transport Plan and review of the Car Parking Strategy. The reallocated \$30,000 may be used to appoint an appropriate consultant to review the Car Parking Strategy and provide the City with a background report on the overall Integrated Transport Plan to inform the future works to be undertaken during the 2017/18 and 2018/19 financial years. It is intended that the Integrated Transport Plan will inform the requirement for future town centre parking reviews.

### **CONSULTATION/ADVERTISING:**

Nil.

### **LEGAL/POLICY:**

In accordance with Section 6.8 of the *Local Government Act 1995* expenditure for an additional purpose, that is a purpose for which no expenditure has been included in the annual budget, requires authorisation in advance by Council resolution.

The Avenue Car Park will continue to be managed in accordance with the Parking and Parking Facilities Local Law 2007.

### **RISK MANAGEMENT IMPLICATIONS:**

#### **Pay by Plate Ticket Machines**

**Medium:** The first hour free provision provides the opportunity for misuse and lost revenue. While motorists may not prefer the obligation to enter a licence plate number when acquiring a ticket this is an effective risk management measure to ensure compliance and revenue capture.

#### **Car Parking Strategy Review and Integrated Transport Plan**

**Low:** Reviewing and existing strategy and preparing a new Integrated Transport Plan is considered to be a low risk to the City.

### **STRATEGIC IMPLICATIONS:**

This project aligns with the following objective within the City's *Community Strategic Plan 2013-2023*:

"Natural and Built Environment

1.1.5: *Take action to improve transport and parking in the City and mitigate the effects of traffic."*

### **SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:****Pay by Plate Ticket Machines**

The cost to purchase and install five (5) 'pay by plate' ticket parking machines at The Avenue Car Park is \$38,600 and a further \$2,800 is required to relocate the existing parking machines to other sites resulting in a total cost of \$41,400. The five (5) existing parking machines from the Avenue Car Park will be utilised to replace six (6) ageing 'CALE' parking machines on Brisbane Street.

Importantly, it is anticipated that the introduction of 'pay by plate' ticket parking machines will eliminate the current misuse of first hour fee tickets, and in combination with improved enforcement, will potentially increase revenue.

**Car Parking Strategy Review & Integrated Transport Plan**

The additional allocation of the \$30,000 will allow for a total of \$40,000 to be spent on the initial scoping and consultancy for the review of the Car Parking Strategy and preparation of the Integrated Transport Plan which can commence during the 2016/17 financial year. As this work can commence earlier this will result in a saving of \$30,000 in the 2017/18 budget for this project.

**COMMENTS:**

Council remains committed to first hour free parking within key Town Centre car parks and the introduction of pay by plate machines is considered to be a highly effective method to enable this to continue while eliminating misuse. The installation of these machines in combination with improved enforcement and community education will ensure better utilisation of these car parks, and allow more accurate insights into car park usage. Administration recommends the reallocation of \$41,400 in the 2016/17 budget to enable the installation of pay by plate machines within The Avenue Car Park, Leederville.

The City requires a holistic approach for the future direction of the transport network within the City. The review of the existing Car Parking Strategy and the preparation of an Integrated Transport Plan will provide this consolidated approach to transport in the City. The reallocation of funds will allow for scoping and consulting work to be undertaken on this project during the 2016/17 financial year which will inform future work on this project. It is recommended that Council reallocates \$30,000 from the Policy & Place Consultants account to the Strategic Planning Projects account to facilitate this work.

**12.4 ENDORSEMENT OF THE CITY'S ART PRIORITIES 2017/2018 AND REVIEW OF THE CITY'S ART COLLECTION**

**TRIM Ref:** D17/52780

**Author:** Alanna Curtin, A/Coordinator Arts & Creativity

**Authoriser:** Michael Quirk, Director Community Engagement

**Attachments:**

1. Policy No. 3.10.7 – Art 
2. Amended Policy 3.10.7 – Art Collection 
3. Proposed New Policy 3.10.11 – Public Art 
4. Art Priorities 2017-2018 
5. Art Collection Register - Confidential
6. Proposed Art Collection Deaccession - Confidential

**RECOMMENDATION:**

**That Council:**

1. **RECEIVES** advice from the Arts Advisory Group following their review of the City's Art Collection in response to Council's Notice of Motion on 28 June 2016;
2. **AUTHORISES** the Chief Executive Officer to advertise the amended Policy No. 3.10.7 – Art Collection and the proposed new Policy No. 3.10.11 – Public Art for public comment for a period of 21 days;
3. **NOTES** that a further report will be submitted to Council at the conclusion of the public comment period in regard to any written submissions being received and to formalise the adoption of these Policies, and the proposed deaccession of works from the City Art Collection; and
4. **ENDORSES** the City of Vincent Art Priorities 2017/2018 to provide both Administration and the Arts Advisory Group with key focus areas pending completion of an Art Strategy in 2018/19.

**PURPOSE OF REPORT:**

To receive advice from Council's Arts Advisory Group following their review of the City's Art Collection and existing Art Policy (**Attachment 1**), and subsequently authorise the advertising of amended Policy No. 3.10.7 – Art Collection (**Attachment 2**) and proposed new Policy No. 3.10.11 – Public Art (**Attachment 3**) for public comment. In addition, to seek endorsement from the 2017/2018 Art Priorities developed by the Arts Advisory Group (AAG) (**Attachment 4**).

**BACKGROUND:**

At the Ordinary Meeting of Council held on 28 June 2016 in response to a Notice of Motion it was resolved that:

- “1. *The Arts Advisory Group undertake a review of the City's art collection and make recommendations on future management, exhibition, acquisition and deaccession; and*
2. *The Chief Executive Officer present a report back to Council to consider any recommendations from the Arts Advisory Group following completion of the art collection review.*”

The Council's Arts Advisory Group established an Art Collection Sub-Working Group in September 2016 for the purposes of completing this review and providing recommendations as well as ongoing advice with regards to management of the City's Art Collection.

The City's Art Collection comprises of 151 pieces excluding public art and is primarily displayed throughout the Administration & Civic Centre or remains in storage. The collection is documented in the Art Collection Register (**Confidential Attachment 5**). It was valued at \$152,850 in May 2016 with works ranging from \$50 to \$20,000 in value. The majority of the Art Collection was acquired through the Vincent Art Awards that were held annually between 1995 and 2010 with some other art works gifted to the City of specially acquired. The Art Awards previously cost between \$35,000 and \$56,000 to operate with around 300 entries received each year of which an average of 30 entries were from Vincent residents.

The Sub-Working Group completed their review and presented findings back to the Arts Advisory Group on 23 March 2017. These findings were discussed and supported by the Advisory Group, and are also supported by Administration, and are therefore ready for consideration by Council.

#### **DETAILS:**

##### **Art Collection Policy Review**

Council's Policy No. 3.10.7 – Art Policy was adopted by Council on 9 February 2010 and provides the basis for the management of the art collection including public art. The Policy also provides some guidance on the role of the Arts Advisory Group and the hosting of art awards/exhibitions from time to time. The Sub-Working Group commenced with a review of the existing Policy for the purposes of identifying and addressing any areas for improvement to ensure alignment with community expectations.

Upon review the Arts Advisory Group has recommended that this existing Policy be comprehensively amended to enable improved management of the Art Collection, and for a new standalone Policy to be developed for Public Art.

The review of Council Policy No. 3.10.7 – Art Policy identified a number of key areas for improvement:

- There is no specified criteria to guide the acquisition of artworks by Council and/or Administration;
- The Policy includes an overview of the City's Art Awards and Exhibition that have not operated for an extended period of time;
- There is no specified criteria to guide the acceptance of artworks by Council and/or Administration;
- There is limited guidance on how the City will ensure that the Art Collection is accessible by the community;
- While the Policy identified the opportunity for artwork to be loaned by external organisations there are no conditions to guide such decision making;
- The process for deaccession, disposal and repurposing the City's Art Collection required improved clarity; and
- The Policy makes only basic references to public art which no longer aligns with Council's clear commitment to the activation of public spaces through contemporary, creative public art.

The amended Council Policy No. 3.10.7 – Art Collection now directly responds to these areas for improvement and includes the following key information:

- Outlines criteria for the types of artwork that the City will acquire to ensure they align with the objectives of the City and its Art Collection;
- Outlines the roles and responsibilities of the Arts Advisory Group;
- Removes details of the City's Art Awards and Exhibitions and provides focus on partnering with community organisations, tertiary institutes, local businesses, galleries and members of the public involved in art activities;
- Provides details of how, what and where the City will display the Art Collection to benefit the community and ensure improved accessibility;
- Outlines the process and conditions associated with loaning artwork to external organisations; and
- Better clarifies the process of deaccession, disposal and repurposing artworks from the collection.

This review also identified the need to establish a new, standalone Public Art Policy given that the City's Public Art Collection now comprises of 17 pieces (excluding murals) with a total value of \$775,300. Key public art outcomes are not currently addressed in Council's Art Policy and therefore a range of improvements have been identified through the proposed new Council Policy No. 3.10.11 – Public Art, including the following:

- Provision of clear definitions of Public Art and what constitutes a Professional Artist;
- Outline criteria for the types of the public art that the City will acquire to ensure they align with the objectives of the City and its public places;
- Outline the roles and responsibilities of the Arts Advisory Group;
- Outline a clear process for commissioning and acquiring of public art through three processes – direct acquisition, limited competition and open competition;
- Provide specific details to guide the selection of locations for public art, and the potential relocation of public art;
- Outline the process of deaccession, disposal and repurposing artworks from the public Art Collection; and
- Specify the maintenance, repair and conservation requirements for public art.

Based on the abovementioned review and feedback Administration has prepared both an amended Policy and proposed new Policy for consideration by Council.

### **Art Collection Review**

To enable a strategic review of the Art Collection the Sub-Working Group utilised the Art Collection Register and assessed each artwork using an 'artwork value hierarchy' as follows:

- 1) Artwork by local Artists;
- 2) Artwork that may have significance to the City of Vincent;
- 3) Artwork that have a high monetary value and finally; and
- 4) Artwork that are not by residents, nor have significance to Vincent or have a high monetary value.

As a result of their detailed review, the Sub-Working Group has recommended the deaccession of 43 artworks with a total value of \$4,730 (**Attachment 6**). These recommendations align with the artworks identified for potential deaccession by an Art Consultant when the collection was assessed and valued in May 2016.

The amended Council Policy No. 3.10.7 – Art Collection identifies that the deaccession process should allow for the artwork to be offered back to the artist in the first instance and should they not want the artwork it would then be donated to a suitable not-for-profit community organisation. Where the artwork is deemed to be damaged or has deteriorated beyond reasonable repair it will be offered to schools or other educational bodies for conservation learnings. Should none of these options provide successful the artwork will be otherwise disposed of subject to consultation with the Arts Advisory Group.

### **Art Collection Management and Display**

The Sub-Working Group identified the opportunity to better utilise the City's community buildings for the display of and accessibility to artworks from the Art Collection. It is proposed that Administration, in consultation with the Arts Advisory Group, will manage the display and rotation of art works on a scheduled basis through the following community buildings:

- Administration & Civic Centre
- Beatty Park Leisure Centre
- Vincent Library & Local History Centre
- Loftus Recreation Centre
- Loftus Community Centre
- Mount Hawthorn Main Hall & Lesser Hall
- Menzies Park Pavilion
- Royal Park Hall
- North Perth Town Hall & Lesser Hall
- Woodville Reserve Pavilion
- Beatty Park Reserve Pavilion
- Birdwood Square Pavilion
- Banks Reserve Pavilion

The financial/artistic value of individual art works, building security arrangements, building purpose and usage levels, and linkages between the building/place/suburb/user groups and individual art works will be considered when displaying and rotating the Art Collection. In addition, artworks from the City's Art

Collection can be loaned to community organisations and non-City of Vincent community buildings with the amended Council Policy No. 3.10.7 – Art Collection now providing specific guidance.

### **Art Awards and Exhibition**

#### **a)**

The Vincent Art Awards was an exhibition coordinated by Administration for local residents but also attracted a wide range of entrants from beyond Vincent. The Art Awards cost between \$35,000 and \$56,000 to operate with around 300 entries received each year of which an average of 30 entries were from Vincent residents.

Upon review, the Sub-Working Group does not recommend the re-establishment of the Vincent Art Awards in the short-term. The proposed City of Vincent Art Strategy should determine the purpose, objectives and community benefits associated with hosting Art Awards. As per the updated Corporate Business Plan 2017/18 – 2020/21 (draft) it is Administration's intention to prepare the Art Strategy in 2018/19.

In the meantime, Administration will continue to curate the Lightbox Laneway Gallery which offers emerging and local artists the opportunity to showcase their art in an accessible public gallery. Along with this contemporary way of showcasing art to the community, the City will continue to develop artworks such as murals and public art which enrich the City's spaces, facilities and promote community identity. Through the revised Community Funding Policy (pending Council approval) Administration will also seek to support more contemporary, community driven opportunities to exhibit art works. For example, through the recent 2017/18 Community Budget Bids the City received a submission for an open exhibition at Birdwood Square which is supported in-principle subject to adherence to community grant objectives.

Importantly, through its renewed focus on building strong community partnerships and connections Administration in collaboration with the Arts Advisory Group will work closely with community groups, not-for-profit organisations, educational bodies, local businesses, galleries and other members of the public to identify more contemporary ways to exhibit art.

### **Art Priorities 2017/18**

Council's Arts Advisory Group was re-established in July 2016 to advocate and promote arts in Vincent and to provide expert advice and recommendations to the City on arts projects. Since that time the Advisory Group has greatly assisted Administration with the adoption of a new Murals Policy, the assessment of percent for art and mural art applications, review of the Art Collection, and assessment of festivals/events sponsorship submissions.

While not specifically related to Council's Notice of Motion regarding the Art Collection the Arts Advisory Group has identified the need to establish 'art priorities' that will provide key areas of focus leading into the development of an Art Strategy. Administration has also identified the need for the development and implementation of an Art Strategy which will provide the framework and direction required for Council to make well-informed decisions. As per the updated Corporate Business Plan 2017/18 – 2020/21 (draft) the Art Strategy will not be prepared until 2018/19, and in the interim Administration in collaboration with the Advisory Group has developed a set of key priorities to guide decision making. These 'art priorities' provide a range of short, medium and long term goals as follows:

#### Short Term

- Identify and record via a public database, what creative activities, groups, organisations and individuals are currently operating in Vincent;
- Provide an Arts Masterplan (map) including existing murals, public art, creative organisations, creative spaces and artists. This will include future locations for murals, public art and cultural activities; and
- Reach out to our arts community to gain feedback on how Vincent can be support them further.

#### Medium Term

- Make art a part of the day-to-day operations of the City's Administration across all functions including its assets (buildings, parks and gardens etc.), policy writing, events and ceremonies;
- Identify opportunities to support, promote and partner with creative activities by individuals, groups and organisations;

- Raise awareness within the community of the City's long term vision, current and future opportunities, activities and events to encourage the local community to participate in the arts as part of their everyday life;
- Work with the Council's Reconciliation Action Plan Working Group to increase representation of Aboriginal and Torres Strait Islander cultures, and in particular the Wadjuk People, in public murals; and
- Develop a holistic approach through an Arts Strategy to establish arts and culture to support the production of diverse, engaging and quality artistic outcomes.

#### Long Term

- Support and promote affordable working spaces and studios for artists;
- Make funding accessible, flexible and open to all artists and practises; and
- Attract and retain artists and creative professionals working in all art forms and practises to Vincent.

It is recommended that Council endorse the 2017/18 Art Priorities to ensure a clear, strategic focus over the next 12 month period

#### **CONSULTATION/ADVERTISING:**

Consultation will be undertaken in accordance with Council Policy No. 4.1.5 – Community Consultation which requires any new and significant Policy amendments to be advertised through a public notice for a 21 day period as well as letters to be sent to relevant community organisations and local businesses. Any written submissions received during the public comment period and subsequent changes to the policies will be reviewed by the Arts Advisory Group and then presented to Council for consideration.

#### **LEGAL/POLICY:**

Council Policy No. 4.1.5 – Community Consultation provides guidance on consultation practices associated with any new and significant Policy amendments. Any deaccession of artwork from the City's Art Collection must be undertaken in accordance with Sections 3.58(3) and 5.4.1 of the *Local Government Act 1995*.

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

**Low:** A range of policy and administrative improvements have been identified to ensure the improved management of and accessibility to the City's Art Collection.

#### **STRATEGIC IMPLICATIONS:**

The review of the City's Art Collection and establishment of Art Priorities aligns with the following objectives within the City's *Strategic Community Plan 2013-2023*:

- “2.1.2 *Develop and promote partnerships and alliances with key stakeholders*
- 3.1.1 *Celebrate, acknowledge and promote the City's cultural and social diversity*
- 3.1.6 *Build capacity within the community to meet its needs*”

Council Priorities for 2017/18 provides specific focus on 'Thriving and Creative Town Centres'.

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

#### **COMMENTS:**

Council's Arts Advisory Group has worked collaboratively with Administration when undertaking a review of the Art Collection with a view to improving future management, exhibition, acquisition and deaccession. The proposed amendments to Council Policy No. 3.10.7 – Art Policy will ensure improved management of these cultural assets while the proposed new Council Policy No. 3.10.11 – Public Art will provide more focus on the delivery of contemporary public art throughout Vincent.

In addition, the improved management and display of the Art Collection throughout community buildings will provide greater accessibility to these artworks for our residents particularly given the large number of patrons and user groups that frequent these buildings. This improved accessibility to the existing collection as well as continuation of the Lightbox Laneway Gallery and partnerships with art organisations through the City's community grants are regarded as the most effective methods to exhibit artwork in the short to medium term.

Further opportunities for the exhibition of artwork will then be identified through the City of Vincent Art Strategy that is scheduled for development in 2018/19 as per the updated Corporate Business Plan 2017/18 – 2020/21 (draft). In the interim, the proposed Arts Priorities 2017/18 will provide Council and Administration as well as the Arts Advisory Group with key focus areas to ensure creativity, art and culture remain at the forefront of Vincent's character and identity.

**12.5 PERTH PARKING LEVY**

**TRIM Ref:** D17/55993  
**Author:** Michael Quirk, Director Community Engagement  
**Authoriser:** Michael Quirk, Director Community Engagement  
**Attachments:** 1. Map - Perth Parking Management Area 

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

1. **REQUESTS** that the State Government of Western Australia implement a zero percent increase to the Perth Parking Levy for the 2017/18 financial year given the current economic conditions and significant increases over recent financial years; and
2. **AUTHORISES** the Chief Executive Officer to meet with representatives from the Department of Transport to formally seek the inclusion of initiatives, funded through the State Government of Western Australia Perth Parking Licensing Account, that better align with the specific transport needs of the Vincent community.

**PURPOSE OF REPORT:**

To consider establishing a position on the Perth Parking Levy for the 2017/18 financial year.

**BACKGROUND:**

The *Perth Parking Management Act 1999* provides the framework for a balanced transport network which considers both the critical need for vehicular access to and from central Perth and the need to preserve and enhance the urban environment. The Act specifically requires all non-residential parking bays within the Perth Parking Management Area (**Attachment 1**) to be licensed with a fee payable to the State Government through the Office of State Revenue. The Department of Transport is responsible for the administration of the Act and for ensuring that parking within the Perth Parking Management Area is licensed. There are approximately 53,000 licenced bays within the Perth Parking Management Area and the State Government will attract approximately \$57.9 million revenue from these bays in 2016/17.

These licence fees, otherwise known as the Perth Parking Levy, are regarded by the State Government as a key tool to help manage congestion in central Perth. The levy is set at a rate considered high enough to encourage the use of alternative transport options instead of driving, and at a level to generate sufficient revenue to fund key transport infrastructure and services within central Perth. The levy is charged in accordance with the *Perth Parking Management Regulations 1999* and in 2016/17 are as follows:

Levy Type	Levy Per Bay Per Annum \$
Short stay public and on-street parking	1,005.80
Long stay public parking	1,088.60
Tenant parking	1,132.00

*Table 1: Perth Parking Levy for 2016/17, Department of Transport*

Revenue collected through the Perth Parking Management Area is utilised for a range of transport initiatives including the free CAT (Central Area Transport) bus system, provision of an Incident Response Service and Clearway Towing, extension of Principal Shared Paths, construction of bus lanes and contribution towards the new Perth Busport.

Notably, the Perth Parking Management Area includes a total of 395 bays located primarily along Newcastle Street within the City of Vincent boundaries which attracted a levy of \$389,244.60 in 2016/17.

**DETAILS:**

The Perth Parking Levy is set by the State Government with the rate for the 2017/18 financial year to be included within the State Budget which is usually delivered in May each year; however, the new State Government has announced that this will likely not occur until September 2017 due to the current fiscal situation. Based upon continued increases over recent financial years there is a strong possibility that the rate will again be increased. The table below demonstrates the changes to the levy over the last ten (10) years:

Year	Short Stay Public/ On Street Bays \$	Long Stay Public Bays \$	Tenant/Other Bays \$
2007	177.00	205.00	205.00
2008	183.00	212.00	212.00
2009	555.50	586.00	586.00
2010	567.20	598.30	598.30
2011	584.30	616.30	616.30
2012	600.70	633.60	633.60
2013	630.80	697.00	728.70
2014	813.30	879.50	911.20
2015	995.80	1,062.00	1,093.70
2016	1,005.80	1,088.60	1,132.00

*Table 2: Perth Parking Levy – Change to the Rate Scale, Overview of State Taxes and Royalties 2016/17, Department of Treasury*

As a result, the revenue obtained by the State Government through the Perth Parking Levy has increased significantly from \$9.5 million in 2007/08 to \$57.9 million in 2016/17 as demonstrated within the table below:

Year	Revenue Collections \$ million	Change (Nominal) %
2007/08	9.5	3.9
2008/09	10.2	7.8
2009/10	29.0	183.6
2010/11	29.9	2.9
2011/12	32.1	7.4
2012/13	34.1	6.2
2013/14	39.5	16.1
2014/15	48.3	22.2
2015/16	56.6	17.2
2016/17	57.9	2.4

*Table 3: Perth Parking Levy – Collections, Overview of State Taxes and Royalties 2016/17, Department of Treasury*

While the increase in the levy rate and therefore revenue collections was relatively modest from 2015/16 to 2016/17 there were significant increases in the preceding financial years. Given the current economic conditions within Western Australia it is not deemed appropriate for the State Government to again increase the levy rate. Prior to the 2017/18 State Budget being finalised there remains the opportunity for the City of Vincent to formally request that the Perth Parking Levy be maintained at the current rate for the next financial year. The City of Perth Council also recently resolved to request that the State Government implement a zero percent increase to the levy at its Ordinary Meeting on 11 April 2017.

In addition, while it is recognised that revenue collected through the Perth Parking Management Area is utilised for a range of transport initiatives these are generally contained within the central Perth area. Given that the City of Vincent has contributed significant funds to the Perth Parking Licensing Account it is only reasonable for the City to expect that the levy be used to also fund new transport initiatives and improvements in the City of Vincent. This may lead to the inclusion of initiatives that better align with the City of Vincent transport planning and/or the specific transport needs of our community.

**CONSULTATION/ADVERTISING:**

Nil.

**LEGAL/POLICY:**

*Perth Parking Management Act 1999, Perth Parking Management Regulations 1999 and Perth Parking Policy 2014.*

**RISK MANAGEMENT IMPLICATIONS:**

**Medium:** Continued increases to the Perth Parking Levy has a direct impact on Council's annual operating budget.

**STRATEGIC IMPLICATIONS:**

The Perth Parking Levy and transport planning more generally aligns with the following objective within the City's *Strategic Community Plan 2013-2023*:

'1.1.5 Take action to improve transport and parking in the City and mitigate the effects of traffic.'

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

In 2016/17, the City of Vincent expended \$389,244.60 on the Perth Parking Levy based upon a total of 395 licensed bays. For comparative purposes, the levy for the same bays over a five year period is as follows:

Financial Year	Perth Parking levy
2015/16	\$ 385,374.60
2014/15	\$ 330,484.45
2013/14	\$ 256,325.55
2012/13	\$ 244,094.40
2011/12	\$ 226,124.10

**COMMENTS:**

The Perth Parking Levy is accepted as a key strategy to help manage congestion while also providing a revenue source to fund key transport infrastructure and services within central Perth. However, the levy rate has increased significantly over recent financial years and given the current economic climate it is considered appropriate to formally request that the State Government does not increase the rate for the 2017/18 financial year. In addition, given the contributions made by the City of Vincent to the Perth Parking Licensing Account over recent years it is important that Administration commence dialogue with the Department of Transport for the inclusion of transport initiatives that better align with the needs of our community as well as commuters that pass through our Local Government Area. It is recognised that any such initiatives would need to have a congestion reducing effect on the central Perth area.

**13 CHIEF EXECUTIVE OFFICER****13.1 INFORMATION BULLETIN**

**TRIM Ref:** D17/52754

**Author:** Emma Simmons, Governance and Council Support Officer

**Authoriser:** Len Kosova, Chief Executive Officer

- Attachments:**
1. Minutes for the Reconciliation Action Plan Working Group Meeting held on 20 March 2017 
  2. Minutes for the Arts Advisory Group Meeting held on 23 March 2017 
  3. Minutes for the Children and Young People Advisory Group Meeting held on 27 March 2017 
  4. Confirmed Minutes of the Environmental Advisory Group Meeting held on 20 February 2017 
  5. Minutes of the Audit Committee Meeting held on 16 May 2017 
  6. Minutes of Tamala Park Regional Council Meeting held on 20 April 2017 
  7. Minutes of Mindarie Regional Council Meeting held on 6 April 2017 
  8. Waterwise Council Re-endorsement 
  9. WALGA State Council Meeting Minutes - May 2017 
  10. Register of Legal Action and Prosecutions Register Monthly (Co-ord Compliance/MHS) - Confidential
  11. Register of State Administrative Tribunal (SAT) Appeals – Progress Report as at 11 May 2017 
  12. Register of Applications Referred to the MetroWest Development Assessment Panel – Current 
  13. Register of Applications Referred to the Design Advisory Committee – Current 
  14. Register of Petitions - Progress Report - May 2017 
  15. Register of Notices of Motion - Progress Report - May 2017 
  16. Register of Reports to be Actioned - Progress Report - May 2017 

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated 30 May 2017.

**14 COUNCIL MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****14.1 NOTICE OF MOTION - CR DAN LODEN - REQUEST FOR INFORMATION BULLETIN ON DEVELOPMENT APPLICATIONS**

TRIM Ref: D17/59623

Attachments: Nil

That Council REQUESTS that future Information Bulletins from July 2017 include a summary of Development Applications received, being processed and determined by the City, along with details on the minimum, maximum and average processing times.

**REASON:**

A number of community members have expressed concern about the duration of time that applications are taking to be approved by the City of Vincent. It is recognised that the City is working through a backlog of challenging applications that take significant time to complete, resulting in the delays that our community is experiencing.

To provide transparency to Council and the community that we are addressing this issue it is proposed to report on the number of applications lodged and overdue and how that figure is changing over time so that we can demonstrate how the issue is being addressed with the current resources we have at the City.

**ADMINISTRATION COMMENTS:**

The City is currently working on this reporting and supports including it in the Information Bulletin.

**14.2 NOTICE OF MOTION - MAYOR EMMA COLE - SINGLE USE PLASTIC BAGS**

TRIM Ref: D17/60374

Attachments: 1. WALGA Discussion Paper on Plastic Bags - August 2016 

That Council:

1. **APPROVES IN PRINCIPLE support for the prohibition of the use of single use, non-compostable and lightweight plastic bags within the City of Vincent;**
2. **REQUESTS the Mayor to write to the Minister for the Environment and the Minister for Local Government notifying them of Council's in-principle support for the prohibition of single use, non-compostable and lightweight plastic bags and to request consideration of a State-wide ban;**
3. **REQUESTS Administration to present a report back to Council to consider the cost, consequences and a way forward for the City to implement the prohibition referred to in 1 above, once the WA Parliament's Joint Standing Committee on Delegated Legislation has established a position on the Town of East Fremantle or City of Fremantle 'Plastic Bag Reduction Local Law' whichever occurs first.**

### REASON

In August 2012, Council approved in-principle the development of a Local Law to ban the use of non-biodegradable, single use plastic bags within the City of Vincent, following City of Fremantle's first attempt to do the same. However, as a result of the City of Fremantle's local law being disallowed in the WA Parliament, it was not pursued further at that time.

Currently, South Australia, Tasmania, the Australian Capital Territory and the Northern Territory have legislated bans on single use, lightweight, non-compostable plastic bags.

In August 2016, WALGA released a Discussion Paper: Plastic Bags. The report highlights that the objective of reducing single use plastic bags is to reduce litter in the environment, to reduce contamination of compostable waste, and to reduce consumption of plastics in the community. While some of the general data included in the report is dated, it does include more recent reviews of state and territory legislation (ACT, NT, South Australia) which demonstrate reductions in plastic bag litter and use and positive levels of consumer support.

CSIRO has found the south west coastline of Western Australia has one of the highest concentrations of plastics debris in Australia, likely due to strong onshore winds and ocean currents. Although as much as two thirds of plastic bags are reused once or twice prior to disposal, very few are recycled. Clean Up Australia estimates as many as 30-50 million plastic bags could be entering the Australian environment as litter every year.

In May 2017, Hon Stephen Dawson MLA, Minister for the Environment stated that the State Government would allow local governments to pursue their own bans, but that the State Government would also explore the possibility of State-wide action. The Minister indicated he has sought options and advice from the Waste Authority.

Given this indication of support from the Minister, the time is opportune for Vincent to consider joining other Councils in introducing a ban on single use, non-biodegradable plastic bags and to indicate support for State-wide action to the Minister for Environment.

Single use plastic bags have been included in the City's plastics recycling since July 2014. Transition Town Vincent has recently received a City of Vincent Environmental Grant for a Boomerang Bag program, to start up reusable bag pick up/drop off stations at local supermarkets. These initiatives would complement a ban on single use plastic bags.

**ADMINISTRATION COMMENTS**

Administration would be supportive a Council decision that advocates the prohibition of the use of single use, non-compostable and lightweight plastic bags. It is appropriate for the City to advocate for a ban and also to consider its options in relation to implementing a ban.

The City's Environmental Advisory Group considered this issue at its meeting on 1 May 2017. At that meeting, the group recommended that the City:

- Generate estimates of the level of plastic bag waste produced within the City and its environmental impacts to provide an informed basis on which to mount a reduction campaign;
- Review and evaluate the available options for reducing plastic bag use, including community and retailer education, advocacy, incentives, a local law and partnership with other local governments;
- Examine the plastic bag bans of other jurisdictions to inform itself of the best model to minimise loopholes and maximise compliance;
- Investigate enforcement options and their resourcing implications; and
- Recognise that enforcement is unlikely to succeed without strong community support and therefore place at least as much emphasis on community education and behaviour change.

The Department of Environment Regulation have committed to considering the matter and are developing a position on it for the State, however no timeframe has yet been given for this.

WALGA will formally consider the issue of plastic bag reduction will be considered at its State Council Meeting in July 2017 which will determine their position on the matter and the indications at this point in time are that there is widespread support for a ban. WALGA are also advocating that any local laws that are proposed are, as far as possible, consistent with one another in order to assist with compliance across local government boundaries. WALGA also recommended that the City write to the Minister for Local Government to inform him of any position the City takes on the matter.

The Town of East Fremantle, at its Council Meeting on 21 March 2017, adopted its Plastic Bag Reduction Local Law 2017. The public submission period for this local law closed on the 19 May 2017 and it is likely that the Town of East Fremantle will adopt this local law in June and submit it for gazettal. At this point, the State Government will be need to determine whether or not to allow this local law to be made. The previous State Government has disallowed similar attempts to make local laws of this type.

The City of Fremantle, at its Council Meeting on 26 April 2017, adopted its own Plastic Bag Reduction Local Law 2017, which is about to be advertised for public consultation.

Administration supports:

- 1) Setting out the City's position on plastic bag reduction.
- 2) Writing to the Minister of Environment and Minister of Local Government and other appropriate advocacy steps.
- 3) Consulting with / surveying retailers and the community to gauge the level of support for a City-wide prohibition reporting the results back to Council.

Administration supports the proposed Motion and, in particular, the timing set out in recommendation 3. This would enable the City to know the position of the Parliamentary Standing Committee that considers local government local laws (in respect of either the Town of East Fremantle or City of Fremantle's proposed Local Law, prior to committing City resources to the development of a new local law relating to plastic bag reduction. This will enable the City to learn from any local law elements supported or not supported by the Committee, and to structure a local law that achieves consistency with other local governments, and in doing so maximising its prospects for final gazettal of the same.

**14.3 NOTICE OF MOTION - CR DAN LODEN - ASSET UTILISATION**

TRIM Ref: D17/61061

Attachments: Nil

That Council REQUESTS Administration to present a report to Council by February 2018 on the current utilisation of the City's various building assets by building going forward.

**REASON**

The City has close to 100 fixed building assets which impose a significant maintenance cost to the City, some of which appear to be underutilised by our community.

If the City of Vincent is to continue to provide the high level of service our community expects then we need to review all of these assets and determine how they can be best utilised to service the needs of our community. The requested report will provide the required information to Council to help inform the 2018/19 budget process.

**ADMINISTRATION COMMENTS**

Administration supports the proposed motion, as this data is currently being gathered as part of a development of a building assets management plan. In the meantime Administration can provide asset utilisation data for community buildings directly managed (and booked) by the City including those below:

Type	Facility	Hours booked Yearly	Maximum Bookable Hours per day	Hours available Yearly	Utilisation
Community Facility	Banks Reserve Pavilion	2,442.75	17	6,205	39.37%
Community Facility	North Perth Main Hall Hire	2,048.25	17	6,205	33.01%
Community Facility	Mount Hawthorn Lesser Hall Hire	1,539.00	17	6,205	24.80%
Community Facility	Mount Hawthorn Main Hall Hire	1,501.75	17	6,205	24.20%
Community Facility	North Perth Lesser Hall Hire	1,272.00	17	6,205	20.50%
Pavilion	Menzies Park Reserve Pavilion	1,094.50	17	6,205	17.64%
Community Facility	Royal Park Hall	879.50	17	6,205	14.17%
Pavilion	Woodville Reserve Pavilion	620.00	17	6,205	9.99%
Pavilion	Beatty Park Reserve Pavilion	78.00	17	6,205	1.26%
Pavilion	Birdwood Square Change rooms	1.00	17	6,205	0.02%
	<b>TOTAL</b>	<b>11,476.75</b>		<b>62,050</b>	<b>18.5%</b>

Information on attendances/memberships can also be provided for Beatty Park Leisure Centre, Loftus Recreation Centre and Vincent Library. However, it will not be possible to provide a detailed assessment of utilisation for the numerous leased buildings or other assets such as public toilets.

The Club Health Checks being incrementally rolled-out by Community Partnerships will provide an understanding of club/organisation membership statistics but it will take quite some time to receive and fact-check this information across the numerous leased buildings, although some baseline information will be available to inform the Notice of Motion response in time for the 2018/19 budget process.

The City's asset team is currently progressing with whole of life and capital renewal costs for the City's buildings.

It is expected that by February 2018 the team would have a suitable 10 year building assets capital renewal plan available to respond to this Motion.

**15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)**

Nil

**16 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

**17 URGENT BUSINESS**

<b>17.1 LATE ITEM - BEATTY PARK LEISURE CENTRE - ROAD MAP TO STRATEGY [ABSOLUTE MAJORITY DECISION REQUIRED]</b>
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THIS ITEM WILL BE ISSUED PRIOR TO COUNCIL MEETING 30 MAY 2017

**18 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED (“BEHIND CLOSED DOORS”)**

Nil

**19 CLOSURE**