CITY OF VINCENT

AGENDA

Council Briefing

7 March 2023

Time: **6.00pm**

Location: **E-Meeting and at the Administration and Civic Centre,**

244 Vincent Street, Leederville

David MacLennan

Chief Executive Officer

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1. Members of the public present at Council Briefings will have an opportunity to ask questions or make statements during public question time. Questions and statements at Council Briefings must relate to a report contained in the agenda.
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3. Questions asked at an Ordinary Council Meeting must relate to a matter that affects the City of Vincent.
4. Questions asked at a Special Council Meeting or Committee Meeting must relate to the purpose for which the meeting has been called.
5. Written statements will be circulated to Elected Members and will not be read out unless specifically requested by the Presiding Member prior to the commencement of the meeting.
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7. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
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9. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
10. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act.

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- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

Order Of Business

1 Declaration of Opening / Acknowledgement of Country 6

2 Apologies / Members on Leave of Absence 6

3 Public Question Time and Receiving of Public Statements 6

4 Declarations of Interest 6

5 Strategy & Development 7

5.1 No. 109 (Lot: 100; D/P: 43470) Palmerston Street, Perth - Proposed Four Grouped Dwellings 7

5.2 Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth and No. 34 (Lot: 1; D/P: 62743) Cheriton Street, Perth - Proposed Change of Use to Child Care Premises (Amendment to Approved) to Incorperate a Change of Use from Single House to Child Care Premises including Alterations and Additions 173

5.3 No. 209 Oxford Street (Lot: 4; P:1239), Leederville - Proposed Change of Use from Eating House to Restaurant/Cafe and Unlisted Use (Shisha Bar) and Associated Alterations and Additions (Existing Unauthorised Development) 352

5.4 Advertising of Amended Policy No. 7.7.1 - Non-Residential Development Parking Requirements and Payment in Lieu of Parking Plan 416

5.5 Minor Amendment to Metropolitan Region Scheme - Leederville Parade Primary Regional Road Reserve 439

5.6 Amendment to the Trees of Significance Inventory to include the Jacaranda tree at No. 59 Ellesmere Street, Mount Hawthorn 444

5.7 Community Sporting and Recreation Facilities Fund and Club Nights Lights Program - February Small Grants Round Application 468

6 Infrastructure & Environment 472

6.1 Harold Street - Response to Petition 472

6.2 RFT IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal 479

6.3 Waste Strategy Project - Two Bulk Hard Waste Options Appraisal – Update Verge Valet Vincent trial 482

7 Community & Business Services 489

7.1 Financial Statements as at 31 January 2023 489

7.2 Authorisation of Expenditure for the Period 1 January 2023 to 31 January 2023 514

7.3 Investment Report as at 31 January 2023 533

7.4 Mid Year Budget Review 2022/23 [ABSOLUTE MAJORITY DECISION REQUIRED] 541

7.5 Outcome of Advertising - Youth Action Plan 2023-2026 561

8 Chief Executive Officer 581

8.1 City of Vincent Ordinary Election 21 October 2023 - appointment of Electoral Commissioner to conduct the election by postal vote [ABSOLUTE MAJORITY DECISION REQUIRED] 581

8.2 Advertising of amended policy - Legal Representation for Council Members and Employees (Policy No. 4.2.01) 588

8.3 Local Government Statutory Compliance Audit Return 2022 597

8.4 Responses to motions carried at the Annual Meeting of Electors held on 2 February 2023 598

8.5 FY22 Australasian Local Government Performance Excellence Program - Key Findings of Benchmarking Report 599

8.6 Information Bulletin 707

9 Motions of Which Previous Notice Has Been Given 784

Nil

10 Representation on Committees and Public Bodies 784

11 Confidential Items/Matters For Which The Meeting May Be Closed ("Behind Closed Doors") 785

11.1 Waste to Energy Tender (Waste Strategy Project 5 - Research into alternative waste treatment options) 785

11.2 Waste and Recycling - Container Deposit Exchange Scheme Update 785

12 Closure 787

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Suzanne Worner on approved leave of absence from 15 February 2023 to 28 March 2023.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

5.1 NO. 109 (LOT: 100; D/P: 43470) PALMERSTON STREET, PERTH - PROPOSED FOUR GROUPED DWELLINGS

Ward: South

Attachments:

1. Consultation and Location Plan
2. Development Plans
3. Applicant Justification
4. Environmentally Sustainable Design Assessment
5. Context Analysis
6. Development Perspectives
7. Arboricultural Report
8. Minutes of 15 November 2022 Ordinary Council Meeting - Item 9.1
9. Previously Considered Development Plans
10. Objection to Proposal from Planning Consultant
11. Applicant Response to Objection from Planning Consultant
12. Summary of Submissions - Administration Response
13. Overshadowing Analysis
14. Visual Privacy Analysis
15. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Grouped Dwellings at No. 109 (Lot: 100; D/P: 43470) Palmerston Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 15:

1. Development Plans

This approval is for Four Grouped Dwellings as shown on the approved plans dated 16 December 2022 No other development forms part of this approval;

2. Boundary Walls

The surface finish of boundary walls facing No. 107 Palmerston Street, Perth shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

3. External Fixtures

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

4. Colours and Materials

4.1 Prior to the issue of a building permit, a schedule detailing the colours, materials and finishes of the development must be submitted to and approved by the City.

The schedule is to include the use of 'San Selmo Reclaimed Bricks' or similar colour for the face brick portions of the development as indicated on the approved plans, to the satisfaction of the City.

The development must be finished and thereafter maintained in accordance with the approved schedule of colours and materials, prior to occupation of the development and to the satisfaction of the City; and

4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to not be visually obtrusive, to the satisfaction of the City;

5. Landscaping

5.1 Prior to the issue of a Building Permit, a detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City. The plan shall be drawn to a scale of 1:100, be generally in accordance with the landscaping plan dated 16 December 2022 and show the following:

5.1.1 The location and type of existing and proposed trees and plants;

5.1.2 Areas to be irrigated or reticulated; and

5.1.3 The provision of an additional landscaping area containing two trees as marked in red on the approved plans. The tree species are to be consistent with the City's Tree Selection Tool so as to maximise the provision of canopy coverage and to the satisfaction of the City;

5.2 All landscaping works shall be undertaken in accordance with the approved plans dated 16 December 2022, as modified in Condition 5.1.3, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City; and

5.3 No verge trees shall be removed without the prior written approval of the City. Verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City. Prior to any pruning of verge trees, an arborist report shall be prepared by the landowner and submitted to the City;

6. Privacy Screening

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the visual privacy requirements of the Residential Design Codes, to the satisfaction of the City;

7. Sight Lines

Walls, fences, and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street, with the exception of:

- **One pier at max width of 0.4 metres x 0.4 metres and 1.8 metres height, with decorative capping permitted to a height of 2.0 metres;**
- **Infill that provides a clear sight line;**
- **If a gate is proposed:**
  - **When closed: a min of 50 percent unobstructed view; or**
  - **When open: a clear sightline;**

unless otherwise approved by the City;

8. Front Fence

Fencing infill panels above the approved solid portions of fence shall be visually permeable in accordance with the Residential Design Codes Volume 1, to the satisfaction of the City;

9. Car Parking and Access

9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1;

9.2 All driveways, car parking and manoeuvring areas which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City;

9.3 No goods or materials being stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage areas, where provided;

9.4 The new crossover to Palmerston Street shall be reduced to a maximum width of 3 metres to maximise the separation from the existing verge tree; and

9.5 Prior to the first occupation of the development, the redundant or "blind" crossovers shall be removed, the verge area landscaped, and the kerb made good to the City's specifications and to the satisfaction of the City, at the applicant/owner's full expense;

10. Tree Protection

Prior to the issue of a Building Permit a Tree Protection Plan prepared in accordance with Australian Standard AS4970-2009 shall be submitted and approved by the City. The Tree Protection Plan is to include details of the construction methods for works to be undertaken on site to minimise impact on the Moreton Bay Fig situated in Robertson Park and adjacent to the northern boundary of the subject site. The Tree Protection Plan shall include the following details:

- **Fencing of the Tree Protection Zone (TPZ) and Structural Root Zone, as defined in the Arboricultural Report stamp dated 8 June 2021, for the duration of works to avoid compaction and root severance;**
- **Methodology and construction details for site grading, retaining walls and boundary fencing within the TPZ;**
- **Location and construction methodology for utility trenching to minimise impact on TPZ;**
- **Soakwells and stormwater pipes within the TPZ to be manually excavated to avoid root severance;**
- **Construction methodology for footings of Units 3 and 4 within the TPZ to minimise impact on the tree roots; and**
- **Driveway to be manually compacted.**

The recommendations of the Tree Protection Plan shall be implemented and complied with for the duration of the construction of the development, to the satisfaction of the City;

11. Construction Management Plan

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

- **The delivery of and delivery times for materials and equipment to the site;**
- **Storage of materials and equipment on site;**
- **Parking arrangements for contractors and sub-contractors;**
- **The impact on traffic movement;**
- **Dilapidation report of the nearby properties at Nos. 107 and 116 Palmerston Street, Perth;**
- **Notification to affected land owners; and**
- **Construction times.**

The management plan shall be complied with for the duration of the construction of the development; and

12. Stormwater

All stormwater produced on the subject land shall be retained on site or connected to the City's drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

PURPOSE OF REPORT:

To reconsider an application for development approval at No. 109 Palmerston Street, Perth (the subject site). The application was previously deferred by Council at its 15 November 2022 Ordinary Meeting.

PROPOSAL:

The application proposes the construction of four grouped dwellings. Each dwelling is three storeys in height. Unit 1 would address Palmerston Street with Units 2, 3 and 4 facing the communal street. Units 1 and 4 would contain four bedrooms and two bathrooms, with Units 2 and 3 containing three bedrooms and two bathrooms.

Each dwelling would have a double garage accessed from the communal street. No visitor car parking bays are proposed.

The proposed development plans are included as **Attachment 2**.

Deferred Proposal

The application was previously considered by Council at its Ordinary Meeting on 15 November 2022, with a recommendation by Administration of approval subject to conditions. Council resolved to defer consideration of the application to allow the applicant to address the following concerns:

1. *The proposed development is inconsistent with the objectives of the Residential Zone under the City of Vincent's Local Planning Scheme No. 2, as the proposal does not result in a design that is compatible with, and that enhances the amenity and character of the residential neighbourhood and streetscape. This is because the proposed development that faces the Palmerston Street frontage does not offer sufficient setbacks or landscaping to reduce impacts of building bulk to the street;*

   The proposed development does not satisfy relevant design principles of State Planning Policy 7.3 – Residential Design Codes Volume 1 (R Codes) and local housing objectives of the City's Policy 7.1.1 – Built Form (Built Form Policy), including:

   a) *Clause 5.1 of the Built Form Policy and Clause 5.1.2 of the R Codes in relation to Street Setbacks. The development is not set back from the street sufficiently to contribute to, or be consistent with, the established streetscape. The proposed setback from the street results in a building bulk and scale that is not consistent with, and does not contribute to the established streetscape and would adversely affect the amenity of the neighbouring property;*
   b) *Clause 5.1.3 of the R Codes in relation to Lot Boundary Setbacks. The proposed development would adversely affect the amenity of the neighbouring property at No. 107 Palmerston Street because it would not maintain adequate access to direct sun into buildings and open spaces, and the proposed development has not been appropriately set back from the south western lot boundary nor designed to reduce the impacts of building bulk and scale;*
   c) *Clause 5.3.2 of the R Codes in relation to Landscaping. The proposed street setback would result in reduced landscaping opportunities within the street setback area. The resultant landscaping does not contribute to the appearance and amenity of the development for residents or positively contribute to the streetscape;*
   d) *Clause 5.3 of the Built Form Policy and Clause 5.1.6 of the R Codes in relation to Building Height. The proposed building height would contribute towards adversely affecting the amenity of the neighbouring property as outlined in Reason 2b; and*

e) Clause 5.4.2 of the R Codes in relation to Solar Access for Adjoining Sites. The development has not been appropriately designed to protect the neighbouring property's (No. 107 Palmerston Street) access to direct sunlight to outdoor living areas and major openings, and would adversely affect the amenity of the neighbouring property; and

2. Having regard to the reasons above, the proposed development:

a) Is not physically compatible with its setting nor with the adjoining development (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015); and
b) Would have an adverse and detrimental impact on the amenity and character of the locality (Clause 67(2)(n) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.

The minutes of the 15 November 2022 Ordinary Council Meeting for this item and the deferred plans are included as **Attachment 8** and **Attachment 9** respectively.

Amended Plans

The amended plans propose to shift the four grouped dwellings 0.6 metres to the northwest away from Palmerston Street and 0.2 metres to the northeast away from the adjoining property at No. 107 Palmerston Street.

No other changes were made to the previously deferred plans and the applicant has advised that they are not willing to make any further changes to the proposed plans.

The amended plans for Council's reconsideration are included in **Attachment 2**. The applicant's written response to Council's reasons for deferral is included in **Attachment 3**.

The Environmentally Sustainable Design Report, context analysis and 3D perspectives of the proposed development that were previously considered at the 15 November 2022 Ordinary Council Meeting are available as **Attachments 4, 5** and **6** respectively. These attachments have not been amended, as the modifications to the plans have no implications on the information included in these attachments.

The applicant submitted these amended plans on 16 December 2022 in response to the reasons for deferral by Council. Administration progressed consideration of these plans, including undertaking community consultation, with the intention to present the amended proposal to the 14 February 2023 Ordinary Council Meeting.

The applicant subsequently advised that they wanted the opportunity to consider making further modifications to the plans.

Administration was supportive of this although advised the applicant it would mean the application would not be able to be presented to the 14 February 2023 Ordinary Meeting. This is due to timeframes associated with the finalisation of reports to Council. The applicant accepted this in order to have the opportunity to consider the development plans further.

No further changes to the amended plans dated 16 December 2022 were made by the applicant.

State Administrative Tribunal Appeal

On 10 February 2023 the applicant lodged an appeal to the State Administrative Tribunal (SAT). The appeal is for the application having been deemed to be refused pursuant to Schedule 2 Clause 75(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015* (Planning Regulations) because the application has not been determined within the 90-day statutory timeframe.

BACKGROUND:

Landowner:	AGV Wealth Pty Ltd
Applicant:	Urbanista Town Planning
Client:	Coastview Australia Pty Ltd
Date of Application:	13 July 2022
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R80
Built Form Area:	Residential
Existing Land Use:	Vacant
Proposed Use Class:	Grouped Dwellings
Lot Area:	785m²
Right of Way (ROW):	N/A
Heritage List:	N/A

Site Characteristics, Context and Zoning

The subject site is bound by Palmerston Street to the south-east, a two-storey grouped dwelling development to the south-west and Robertson Park to the north-west and north-east. A location plan and zoning plan is provided as **Attachment 1**.

The subject site slopes down by approximately 1 metre from front to rear and previously contained a single house. This house was demolished in late 2021.

The subject site and adjoining property to the south-west are zoned Residential R80 under the City's Local Planning Scheme No. 2 (LPS2) and are located within the Residential Built Form Area with a building height standard of three storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

The properties on the north-eastern side of the subject site and on the other side of Palmerston Street are zoned Residential R50 under LPS2 and are within the Residential Built Form Area, with a building height standard of two storeys under the Built Form Policy.

The properties on the south-western side of the subject site up until Stuart Street are zoned Residential R80 under LPS2 and are within the Residential Built Form Area, with a building height standard of three storeys under the Built Form Policy.

The surrounding development context consists of residential dwellings of a variety of ages, scale, design, and configuration. A summary of the context is as follows:

- On the eastern side of Palmerston Street, between Brisbane and Stuart Streets, development consists of single-storey single houses and grouped dwellings. Most of these properties are of a character architectural style;
- To the north of the subject site, there is Robertson Park, which forms most of the street block. Robertson Park includes open parkland, mature vegetation, and the Robertson Park Tennis Club; and
- To the south-west of the subject site are two two-storey grouped dwelling developments at Nos. 101 and 107 Palmerston Street that are separated by 18.5 metres of parkland and accessway. Further to the south-west is a four-storey multiple dwelling development at No. 99 Palmerston Street.

Fig Tree and Robertson Park

Robertson Park is reserved under LPS2 as Public Open Space – Restricted. The Built Form Policy does not apply to reserved land.

A large Moreton Bay Fig Tree (Fig Tree) is located within Robertson Park, adjacent to the northern corner of the subject site and is included on the City's Trees of Significance Inventory. Trees listed on the Trees of Significance Inventory have significant value and are considered worthy of retention and protection. The Fig Tree is situated approximately 4.7 metres to the north of the subject site and is approximately 28 metres high. The tree canopy spreads approximately 12 metres to the south-west and projects approximately 6 metres into the subject site. An Arboricultural Report for the Fig Tree submitted by the applicant is included as **Attachment 7**.

Robertson Park is included on the State Register of Heritage Places and is listed on the City's Municipal Heritage Inventory as Category A – Conservation Essential. The Statement of Significance for the site references the cultural and archaeological heritage of the site which is laid out in an Inter-War City Beautiful style, as well as the significance of the mature trees on the site.

Subdivision Approval

The subject site received approval from the Western Australian Planning Commission (WAPC) for a four-lot survey-strata subdivision on 8 June 2021. The subdivision was approved under the previous version of the R Codes which did not require a visitor car parking bay for four grouped dwelling developments.

The subject development proposal is consistent with the lot configuration of the approved subdivision. The applicant has not yet applied for clearance of the conditions of the subdivision approval. The subdivision approval is valid until 8 June 2024, after which time it would expire if not enacted.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2), the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes Volume 1. 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		✓
Building Setbacks/Boundary Wall		✓
Building Height/Storeys		✓
Front Fence		✓
Sightlines		✓
Open Space	✓	
Outdoor Living Areas		✓
Landscaping (R Codes)		✓
Privacy		✓
Parking & Access		✓
Solar Access		✓
Site Works/Retaining Walls	✓	
Essential Facilities	✓	
External Fixtures	✓	

Detailed Assessment

The Built Form Policy and R Codes have two pathways for assessing and determining a development application. These are through design principles and local housing objectives, or through deemed-to-comply standards.

Design principles and local housing objectives are qualitative measures which describe the outcome that is sought rather than the way that it can be achieved.

The deemed-to-comply standards are one way of satisfactorily meeting the design principles or local housing objectives and are often quantitative measures.

If a planning element of an application meets the applicable deemed-to-comply standard/s then it is satisfactory and not subject to Council's discretion for the purposes of assessment against the Built Form Policy and R Codes.

If a planning element of an application does not meet the applicable deemed-to-comply standard/s then Council's discretion is required to decide whether this element meets the design principles and local housing objectives.

The table below provides a comparison of the plans considered at Council's 15 November 2022 Ordinary Meeting (deferred plans) and the amended plans in relation to the planning elements that did not previously meet deemed-to-comply standards and required the discretion of Council.

Street Setback		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
Built Form Policy Volume 1 Clause 5.1 <u>Street Setback:</u> Primary Street: 6.6m Porch: 3.3m Communal Street: 1.0m <u>Upper Floors</u> Walls on upper floors set back 2m behind the ground floor. Walls on upper floors to be set back from the communal street 1.5m behind each portion of the ground floor. <u>Balconies</u> Balconies on upper floors set back 1m behind the ground floor.	*Unit 1* <u>Street Setback</u> Primary Street: 1.97m Porch: 2.3m Communal Street: 0.9m <u>Upper Floors</u> Nil setback of stairwell behind the ground floor. The first and second floors would project 0.5m forward of the ground floor communal street setback. <u>Balconies</u> The balcony would be setback 0.36m behind the ground floor.	*Unit 1* <u>Street Setback</u> Primary Street: 2.53m Porch: 2.9m Communal Street: 0.7m <u>Upper Floors</u> Unchanged. Unchanged. <u>Balconies</u> Unchanged.
Lot Boundary Walls & Lot Boundary Setbacks		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Volume 1 Clause 5.1.3 <u>Lot Boundary Walls</u> 3.5m maximum height or adjoining a wall of the same dimension. <u>Lot Boundary Setbacks</u> *Northwest* <u>First Floor</u> Unit 4 Kitchen – Terrace: 3.6m <u>Second Floor</u> Unit 4 Study – Stairs: 4.8m Unit 4 Balcony 2: 4.8m *Northeast* <u>First Floor</u> Unit 2 & 3 Kitchen: 6.6m Unit 4 Terrace: 2.8m <u>Second Floor</u> Unit 1 Retreat: 4.8m Unit 2 & 3 Studies: 4.8m Unit 4 Balcony 2: 4.8m	<u>Lot Boundary Walls</u> *Internal* Unit 4 first floor living room south-eastern boundary wall to Unit 3 would have a height of 9.6m. <u>Lot Boundary Setbacks</u> *Northwest* <u>First Floor</u> Unit 4 Kitchen – Terrace: 2.5m <u>Second Floor</u> Unit 4 Study – Stairs: 2.5m Unit 4 Balcony 2: 5.3m *Northeast* <u>First Floor</u> Unit 2 & 3 Kitchens: 6.3m Unit 4 Terrace: 1.3m <u>Second Floor</u> Unit 1 Retreat: 4.5m Unit 2 & 3 Studies: 4.8m Unit 4 Balcony 2: 3.8m	<u>Lot Boundary Walls</u> *Internal* Unchanged. <u>Lot Boundary Setbacks</u> *Northwest* <u>First Floor</u> Unit 4 Kitchen – Terrace: 1.9m <u>Second Floor</u> Unit 4 Study – Stairs: 1.9m Unit 4 Balcony 2: 4.7m *Northeast* <u>First Floor</u> Unit 2 & 3 Kitchens: 6.1m Unit 4 Terrace: 1.1m <u>Second Floor</u> Unit 1 Retreat: 4.3m Unit 2 & 3 Studies: 4.6m Unit 4 Balcony 2: 3.7m

Southwest First Floor Unit 1 Kitchen: 1.2m Unit 2 & 3 Living/Dining: 2.7m Unit 2 Terrace: 2.5m Unit 3 Terrace: 2.8m Unit 4 Kitchen: 1.2m Second Floor Unit 1 Study – Bed 1: 2m Unit 2 Bed 1 – Unit 3 Bed 1: 2.7m Unit 4 WIR – Study: 1.8m Unit 2 Balcony 2: 4m Unit 3 Balcony 2: 4.3m	*Southwest* First Floor Unit 1 Kitchen: 1m Unit 2 & 3 Living/Dining: 1.6m Unit 2 Terrace: 1.6m Unit 3 Terrace: 1.6m Unit 4 Kitchen: 1m Second Floor Unit 1 Study – Bed 1: 1.6m Unit 2 Bed 1 – Unit 3 Bed 1: 1.6m Unit 4 WIR – Study: 1.6m Unit 2 Balcony 2: 1.6m Unit 3 Balcony 2: 1.6m	Unit 1 Kitchen: 1.2m Unit 2 & 3 Living/Dining: 1.8m Unit 2 Terrace: 1.8m Unit 3 Terrace: 1.8m Unit 4 Kitchen: 1.2m Second Floor Unit 1 Study – Bed 1: 1.8m Unit 2 Bed 1 – Unit 3 Bed 1: 1.8m Unit 4 WIR – Study: 1.8m Unit 2 Balcony 2: 1.8m Unit 3 Balcony 2: 1.8m
Building Height		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
Built Form Policy Clause 5.3 Bottom of skillion roof to be a maximum of 9m above the natural ground level.	Unit 1 bottom of skillion roof to southwest elevation: 9.2m Unit 3 bottom of skillion roof to southwest elevation: 9.11m. Unit 4 bottom of skillion roof to southwest elevation: 9.28m.	Unit 1 bottom of skillion roof to southwest elevation: 9.21m. Unit 3 bottom of skillion roof to southwest elevation: 9.16m. Unit 4 bottom of skillion roof to southwest elevation: 9.31m.
Front Fence		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
Built Form Policy Volume 1 Clause 5.7 Fences within the primary street setback area to be solid to a maximum of 1.2m.	Portion of fence with a solid height of 1.7m to north-eastern lot boundary to Robertson Park.	Unchanged.
Sightlines		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
Built Form Policy Volume 1 Clause 5.8 Development to be no higher than 0.75m within 1.5m of where a driveway meets a communal or public street, except for a single pillar not exceeding 0.4m in width.	A masonry pillar measuring 0.6m by 0.3m within the north-western and south-eastern visual truncation areas of Units 2 and 3, respectively.	Unchanged.
Outdoor Living Areas		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Clause 5.3.1 Each dwelling is to be provided with a 16sqm outdoor living area with a minimum dimension of 4m and 10.67sqm uncovered.	Unit 1 first floor terrace would have an area of 12.6sqm with a minimum dimension of 3.4m and 4.2sqm uncovered (inclusive of proposed planter bed).	Unchanged.

Landscaping (R Codes)		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Clause 5.3.2 <u>Hardstand Areas</u> 50 percent hardstand areas permitted in the primary street setback area. <u>Tree Planting</u> 2 metres by 2 metres tree planting area shall be provided to each dwelling.	<u>Hardstand Areas</u> 74.8 percent (69.5sqm) hardstand surfaces in the primary street setback area, including the driveway. <u>Tree Planting</u> Unit 1: 1.8m by 2m tree planting area with birch tree; Unit 2: 1.6m by 1.7m tree planting area with a tree-fern; Unit 3: 1.6m by 1.7m tree planting area with a tree-fern; and Unit 4: 2m by 2m tree planting area with birch tree. Satisfies deemed-to-comply.	<u>Hardstand Areas</u> 71.7 percent (65.7sqm) hardstand surfaces in the primary street setback area, including the driveway. <u>Tree Planting</u> Unit 1: 2m by 2m tree planting area with birch tree. Satisfies deemed-to-comply; Unit 2: 1.8m by 1.7m tree planting area with a birch tree; Unit 3: 1.8m by 1.7m tree planting area with a birch tree; and Unit 4: 1.9m x 2m tree planting area with a birch tree.
Visual Privacy		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Clause 5.4.1 Cone of vision setbacks from lot boundaries as follows: Unit 2 Balcony 2 *Southeast Elevation*: 6m Unit 3 Balcony 2 Northwest *Elevation*: 6m Unit 4 Kitchen *Northwest Elevation*: 4.5m	Unit 2 Balcony 2 *Southeast Elevation*: 2.8m Unit 3 Balcony 2 *Northwest Elevation*: 2.8m Unit 4 Kitchen *Northwest Elevation*: 2.6m	Unit 2 Balcony 2 *Southeast Elevation*: 3.3m Unit 3 Balcony 2 *Northwest Elevation*: 3.3m Unit 4 Kitchen *Northwest Elevation*: Complies with deemed-to-comply standard.
Parking and Access		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Clause 5.3.3 1 on-site visitor bay required.	No on-site visitor bay provided.	Unchanged.
R Codes Clause 5.3.5 Driveways to be 0.5m from lot boundary.	Driveway 0.5m from lot boundary.	Driveway 0.3m from lot boundary.

Solar Access		
Deemed-to-Comply Standard	**Deferred Plans**	**Amended Plans**
R Codes Clause 5.4.2 A maximum of 50 percent of the adjoining property to be overshadowed when measured at midday on 21 June.	62.8 percent of the adjoining property would be overshadowed when measured at midday on 21 June.	62.3 percent of the adjoining property would be overshadowed when measured at midday on 21 June.

Where the above planning elements of the proposal do not meet the specified deemed-to-comply standards, these have been assessed against the applicable design principles and local housing objectives in the Comments section below.

CONSULTATION/ADVERTISING:

Deferred Plans

The plans that were deferred by Council at its 15 November 2022 Ordinary Meeting previously underwent community consultation for a period of 14 days from 1 – 14 September 2022 to all owners and occupiers of adjoining and adjacent properties in accordance with the City's Community and Stakeholder Engagement Policy. The extent of community consultation is shown in **Attachment 1**.

At the conclusion of this previous consultation period in September 2022 the City received five submissions, all of which objected to the proposed development. A summary of the submissions received is available in Administration's 15 November 2022 report here.

Amended Plans

The amended plans propose greater departures to the deemed-to-comply standards for some planning elements as noted in the 'Detailed Assessment' table above. Objections were also previously received in relation to these planning elements.

In accordance with the City's Community and Stakeholder Engagement Policy, the amended plans were re-advertised for seven days from 9 January 2023 to 15 January 2023. Previous submitters were notified via e-mail, and 11 letters sent to all owners and occupiers of adjoining and adjacent properties, as shown in **Attachment 1**.

At the conclusion of this period of consultation, the City received four submissions. Three submissions were from previous submitters, who reiterated their objection to the proposal for the reasons outlined in their previous submissions. A further submission was made by a planning consultant, on behalf of community members. This submission is included as **Attachment 10**.

A copy of the summary of submissions received during the first consultation period including the applicant's response, and applicant's response to the new submissions is included as **Attachment 11**.

A copy of the summary of submissions with Administration's response is included as **Attachment 12**. This includes comments received over the two community consultation periods, with new comments and responses in respect to the amended plans identified in bold text.

Clarification of Overshadowing Amount

The community consultation documentation for the amended plans set out that 62.3 percent of the adjoining site would be overshadowed as measured at midday on 21 June.

Submitters objected to this overshadowing and the resulting amenity impacts it would result in. Submitters noted that the overshadowing was an increase compared to 60.6 percent, being the amount specified in Administration's report to Council at its 15 November 2022 Ordinary Meeting.

Following its review of the overshadowing from the previously considered and deferred plans, Administration has identified that it should have been 62.8 percent of the adjoining site. This difference in overshadowing amount is attributed to the technical assessment needed of a complex building form that incorporates high levels of articulation and roof forms, combined with the angled orientation of the lot.

Submitters have been made aware of the change in overshadowing calculation.

Design Review Panel (DRP):

Referred to DRP: Yes

Prior to the application previously being considered by Council at its 15 November 2022 Ordinary Meeting, the proposal at pre-lodgement stage was presented to the City's DRP on two occasions on 22 December 2021 and 9 March 2022. The application was also referred to the DRP Chairperson for review on 3 October 2022 following the lodgement of the development application. Detailed comments from the DRP Chair are available in Administration's previous report to Ordinary Meeting dated 15 November 2022 available here.

The amended proposal was referred to the DRP Chair on 16 January 2023 to request comment on the appropriateness of the amended proposal as considered against the 10 principles of good design.

The DRP Chair provided the following comments:

- The altered footprint of the dwellings results in minor positive changes including the increased front setback, the increased southwest side setback and the addition of two trees, as well as minor negative changes including reduction in deep soil zones;
- Privacy screening could be provided along the north western and south eastern elevations of Units 2 and 3 Balcony 2 to reduce overlooking towards adjoining property; and
- On balance, the modifications to the plans would not result in changes to the previous DRP comments and assessment against the 10 principles of good design.

A summary of the design review assessment is shown in the table below.

Design Review Progress Report				
	Supported			
	Pending further attention			
	Not supported			
	No comment provided			
	DRP 1 22 December 2021	*DRP 2 9 March 2022*	*DRP Chair 3 October 2022*	*DRP Chair 16 January 2023*
Principle 1 – **Context & Character**				
Principle 2 – **Landscape Quality**				
Principle 3 – **Built Form & Scale**				
Principle 4 – **Functionality & Build Quality**				
Principle 5 – **Sustainability**				
Principle 6 – **Amenity**				
Principle 7 – **Legibility**				
Principle 8 – **Safety**				
Principle 9 – **Community**				
Principle 10 – **Aesthetics**				

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 7.3 – Residential Design Codes Volume 1;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant has applied to the SAT for a review of the deemed refusal of the application. The applicant could also seek a review of Council's determination as part of this.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the Deemed Provisions in the Planning Regulations and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

The relevant matters are addressed in the Comments section below.

Local Planning Scheme No. 2

The objectives of the Residential Zone under LPS2 are a relevant consideration for the application. These objectives are:

- *To* provide *for a range of housing and a choice of residential densities to meet the needs of the community;*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas;*
- *To provide for a range of non-residential uses, which are compatible with and complementary to* residential *development;*
- *To* promote *and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling;*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of* existing *housing stock and ensuring new development is compatible within these established areas;*
- *To manage residential development in a way that recognises the needs of innovative design and* contemporary *lifestyles; and*
- *To* ensure *the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

Built Form Policy

The City's Built Form Policy provides deemed-to-comply standards in relation to on site landscaping for new developments. This sets out the provision of 12 percent of the site as deep soil areas, 3 percent of the site as planting areas and 30 percent of the site as canopy coverage at maturity.

These deemed-to-comply standards in the Built Form Policy have not been approved by the WAPC and are given regard only in the assessment of the application.

Delegation to Determine Applications:

This matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments.

This is because the delegation does not extend to proposals for more than three grouped dwellings that do not meet the deemed-to-comply standards in the R Codes in relation to car parking, or where the development proposes a height of three storeys or more and does not meet the applicable Building Height deemed-to-comply standard.

The application proposes four grouped dwellings and does not meet the deemed-to-comply visitor car parking standards of the R Codes, with a one bay shortfall proposed. The application proposes a building height of three storeys and would exceed the deemed-to-comply height standard by 0.31 metres.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

This report has no implication on the priority health outcomes of the City's *Public Health Plan 2020 – 2025*.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications from this report.

COMMENTS:

Summary Assessment

In assessing the amended plans against the planning framework, the application is recommended for approval. The following key comments are of relevance:

- In making its decision on the application, Council is to consider the appropriateness of the overall development proposal and acceptability of the amended development plans in its entirety. This is informed by:
    - The extent to which Council is satisfied changes made to the plans have adequately addressed its reasons for deferral; and
    - The assessment of the application against deemed-to-comply standards and local housing objectives/design principles of the Built Form Policy and the R Codes.
- The overall built form and site planning of the amended proposal remains similar to the plans that were previously considered by Council at its 15 November 2022 Ordinary Meeting. The key changes made relate to:
    - Increasing the street setback by 0.6 metres. This reduces the extent of discretion being sought to the street setback; and
    - Increasing the setback to the southwest side lot boundary and to the adjoining property at No. 107 Palmerston Street by 0.2 metres. This reduces the extent of discretion being sought to lot boundary setback and visual privacy.
- The effect of the changes is a minor improvement in:
    - Reducing the impact of building bulk to the street;
    - Providing additional landscape area to the front setback to assist in softening the appearance of the dwelling as viewed from the street;
    - Reducing overall overshadowing to the adjoining property; and
    - Reducing the impact of building bulk to the adjoining property.
- But the changes have also resulted in the following consequences:
- Greater overshadowing to the rear of the adjoining property that is outdoor living area for Unit 4 at No. 107 Palmerston Street;
    - Reduced landscaping area to the rear of the site;
    - Reduced landscaping strip to the north east of the driveway, adjoining Robertson Park; and
    - Increased building height.
- In shifting the development away from the south western boundary and towards the rear, it has meant changes to the technical assessment. This is because assessment of planning elements such as building height and overshadowing are based on the natural ground levels of the site directly below the building footprint. These natural ground levels vary across the site, with the site sloping down

approximately 1 metre from the street to the rear of the site, and so some of the assessment has changed consequently.

Amended Plans Considered Against Council's Reasons for Deferral

Street Setback & Landscaping – Deferral Reasons 1(a) and 1(c)

Reasons 1(a) and 1(c) of Council's deferral of the previous proposal outlined that the proposed street setback, landscaping, and bulk and scale would not contribute to the established streetscape or amenity of the development.

In relation to street setback, the applicant has increased the primary street setback of Unit 1 by 0.6 metres by shifting the entire development to the northwest (to the rear of the site). The minimum primary street setback of the proposed development is to the ground, first and second floors of the Unit 1 stairwell which has increased from 1.97 metres to 2.53 metres.

The built form and scale of the proposed development has not changed from the plans that were previously considered by Council, including the relationship between the ground and upper floor setbacks, design and materiality.

The applicant's justification in relation to the street setback is available as **Attachment 3** and summarised as follows:

- 80 percent of the development would have a setback of more than 4 metres from Palmerston Street;
- The proposed development would be consistent with other developments in the vicinity of the subject site, including No. 244 Brisbane Street and No. 99 Palmerston Street; and
- The increased street setback provides additional deep soil area within the primary street setback which would allow increased vegetation growth.

In relation to landscaping, the following changes have been made:

- Increase to the Unit 1 tree planting area size minimum dimension from 1.8 metres to 2.5 metres and decrease to the Unit 4 tree planting area size minimum dimension from 2.5 metres to 1.8 metres;
- The provision of two trees for Units 2 and 3 within planting areas in lieu of tree ferns previously proposed;
- Reduction in the proportion of the street setback area that is water impermeable from 74.8 percent to 71.7 percent;
- Increase in canopy coverage from 6.0 percent to 8.3 percent of the site area; and
- Reduction in deep soil area across the site from 8.7 percent to 7.8 percent.

The proposed street setback and landscaping would continue to satisfy the design principles of the R Codes and local housing objectives of the Built Form Policy for the following reasons:

- Established Streetscape: The western side of the Palmerston Street streetscape between Randell Street and Stuart Street does not present a consistent streetscape in terms of development scale, style and form;
- Articulated Street Frontage: The development provides for a highly articulated street frontage. The stairwell would be set back 2.53 metres from the street and would represent 19.5 percent of the lot frontage. The remainder of the ground floor would be set back 4.1 to 4.3 metres from the street. In addition to the physical articulation, the development would also incorporate large windows and material changes to break-up the presentation of bulk to the street;
- Streetscape Planting: Although there is 71.7 percent of the street setback area as hardstand or building, there is adequate space to provide for landscaping to the street. The landscaping provided to Unit 1, including the provision of a birch tree, would soften the appearance of the proposed development and assist with reducing the overall impact of building bulk and scale when viewed from Palmerston Street;
- Consistency with Intended Density: The proposed street setback of 2.53 metres would be consistent with reduced street setbacks that are expected in residential properties with high density coding. By way of example, a 1 metre street setback is permitted under the R Codes for an R80 coded lot;
- Landscaping to Units 2 and 3: The proposal includes two new trees to the south west lot boundary, in the drying courts of proposed Units 2 and 3. These trees may not be able to reach their maximum canopy coverage potential due to its location to the south of the proposed building, as advised by the

City's Parks team. The trees would still be effective in contributing canopy coverage to assist in reducing the impact of building bulk as viewed from the adjoining property; and

- Additional Trees Along Driveway: The officer's recommendation includes a condition of approval requiring the provision of an additional two trees within the common area next to the driveway. The City's Parks team These additional trees would assist in reducing the heat island effect and the soften the appearance of the development.

Lot Boundary Setbacks - Deferral Reason 1(b)

Reason 1(b) of Council's deferral of the previous proposal outlined that the proposed development was not appropriately set back or designed to reduce the impacts of building bulk and scale to the south western lot boundary.

The applicant has modified the proposed lot boundary setbacks by shifting the proposed development 0.2 metres to the northeast away from the side lot boundary. This means that the ground, first and second floor setbacks have increased by 0.2 metres to the southwest lot boundary and decreased by 0.2 metres to the northeast lot boundary compared to the plans considered by Council at its 15 November 2022 meeting. The ground floor boundary walls to the southwest boundary are retained as previously proposed.

The applicant's justification for the proposed lot boundary setbacks is available as **Attachment 3** and summarised as follows:

- The additional setback has provided space for the planting of two additional birch trees to Units 2 and 3, in lieu of the planting previously proposed. The proposed planting would assist in softening the appearance of the development and would provide contrast with the built form;
- The subject site is limited by the presence of the Fig Tree to the north of the site, which prevents the relocation of massing to the north eastern side of the subject site;
- Visual interest is provided to the south western elevation of the proposed development, including the provision of 'hit-and-miss' brickwork; and
- The proposed development would maintain access to ventilation and light by providing gaps between Units 1 and 2, and 3 and 4, which decrease the presentation of bulk and scale to the adjoining property.

The proposed lot boundary setbacks would continue to satisfy the design principles of the R Codes and local housing objectives of the Built Form Policy for the reasons outlined below.

- Building Bulk: The proposed development incorporates design features that assist in mitigating the impact of building bulk and scale to the adjoining property, with articulation providing through setbacks and materials to the centre of Units 2 and 3, hit-and-miss and curved brickwork, and contrasting materiality to the second floor;
- Adjoining Property Amenity: Due to the orientation of the lots, the provision of setbacks which meet the deemed-to-comply standards of the R Codes would not significantly alter the areas of the adjoining property which would be overshadowed at midday. The front two units and rear two units on the adjoining property would retain access to direct sunlight to their outdoor living areas in the morning and afternoon, respectively; and
- Separation from Park: The proposed setbacks to Robertson Park would ensure the ongoing health and visual prominence of the existing trees in the park. The elevation would be articulated with varied setbacks and materiality and would include terraces and balconies which would provide interaction with the park.

Building Height - Deferral Reason 1(d)

Reason 1(d) of Council's deferral of the previous proposal outlined that the proposed building height would contribute towards adversely affecting the amenity of the neighbouring property.

The Built Form Policy provides a maximum building height of 10 metres for a concealed roof (flat roof) or to the top of a skillion roof (sloping flat roof), and maximum 9 metres measured to the bottom of a skillion roof.

The proposed development incorporates concealed roofs to a height of 10.0 metres. The proposed development also incorporates skillion roof form.

The subject site slopes down from Palmerston Street to the rear of the property by approximately 1 metre. As a result of the amended plans moving the development further to the rear of the lot by 0.6 metres, the bottom of skillion roof heights to the south western elevation have increased through the amended plans.

The bottom of skillion roof heights that do not meet the deemed-to-comply standard relate to Units 1, 2 and 4. The increase in building height as part of the amended plans for these units range from one to five centimetres. This represents a 0.1 percent to 0.5 percent increase in building height and is broadly consistent with the proposal previously considered by Council.

The applicant's justification for the proposed building height is provided as **Attachment 3** and is summarised as follows:

- The Built Form Policy deemed to comply standards would permit a concealed roof to a height of 10 metres, this has not been proposed as it would result in greater presentation of bulk and shadow to the adjoining property; and
- Consideration was given to the lowering of the development within the site. This was not implemented in the amended proposal as it would require excavation within the root zone of the adjoining Fig Tree.

The proposed building height would continue to satisfy the design principles of the R Codes and local housing objectives of the Built Form Policy for the following reasons:

- Building Height Impact: The skillion roof form would assist in reducing impacts associated with building height to the adjoining property. This is because the roof form slopes down towards the neighbouring property, rather than a concealed or flat roof form that would be permitted to have a higher as-of-right maximum building height of 10 metres. The proposed development is three storeys in height which is consistent with the Built Form Policy for properties adjoining Robertson Park and the proposed height would not impact views of significance; and
- Articulation: The development incorporates articulation in the form of setbacks, building separation and the use of varying finishes and materials to reduce the impact of the building height on the street and the adjoining property.

Solar Access for Adjoining Sites - Deferral Reason 1(e)

Reason 1(e) of Council's deferral of the previous proposal outlined that the development had not been appropriately designed to protect No. 107 Palmerston Street's access to direct sunlight to outdoor living areas and major openings and would adversely affect the amenity of the neighbouring property.

Following its review of the overshadowing from the previously considered and deferred plans, Administration has identified that it should have been 62.8 percent of the adjoining site. This difference in overshadowing amount is attributed to the technical assessment needed of a complex building form that incorporates high levels of articulation and roof forms, combined with the angled orientation of the lot.

Notwithstanding the difference in the overshadowing figure for the previously considered plans, the proposal is seeking a design principles assessment under the R Codes. In accordance with Clause 2.5.1 of the R Codes, where a decision maker is assessing a proposal against a design principle, the deemed-to-comply provision is not applied. The extent of the difference between the deemed-to-comply standard and the proposal does not form part of the design principles assessment.

A comparison of the resultant overshadowing from the deferred plans and the amended plans is included as **Attachment 13**.

The applicant's justification for the proposed overshadowing is provided as **Attachment 3** and is summarised as follows:

- The subject site and adjoining property are subject to overshadowing from the Fig Tree to the north of the site. The major openings to the north eastern elevation of Unit 4, No. 107 Palmerston Street would be cast into shadow by the existing tree at midday on 21 June.
- The outdoor living areas of the neighbouring properties face south east (front units) and north west (rear units). This results in them having solar access in the morning and afternoon respectively. This existing solar access is preserved by the proposal.

- The units at No. 107 Palmerston Street are setback 1 metre from the boundary with the subject site and are vulnerable to overshadowing from any development on the subject site, even if the 50 percent standard were achieved.
- The outdoor living areas of the neighbouring properties are oriented to the south east and north west and would retain solar access in the morning and afternoon respectively.

The proposed solar access would continue to satisfy the design principles of the R Codes and local housing objectives of the Built Form Policy for the following reasons:

- Overshadowing from Fig Tree: The additional overshadowing in the amended plans that would fall to portions of the outdoor living areas of Units 3 and 4 at No. 107 Palmerston Street would be to an area that is already overshadowed by the Fig Tree at midday on 21 June. This is shown in **Attachment 13**. Midday on 21 June is winter solstice, when overshadowing is at its worst over the course of an entire year. The R Codes prescribes this time and date for the assessment of overshadowing for the purposes of establishing the deemed-to-comply standard for the maximum amount of overshadowing permitted. The Fig Tree is approximately 29 metres high and overshadows approximately 68.9 percent of the adjoining property at No. 107 Palmerston Street at midday on 21 June, including most of the outdoor living areas of Units 3 and 4. The overshadowing of Units 3 and 4, communal driveway and driveway areas used for informal outdoor living areas and drying courts next to the unit entries at No. 107 Palmerston Street from the proposed development would fall over areas that are already cast completely in shadow by the Fig Tree;
- Site Configuration Limitations: Due to the orientation of the lots and the three storey height standard, the southern adjoining property at No. 107 Palmerston Street is vulnerable to being overshadowed. The front units at No. 107 Palmerston Street are setback 1 metre and the rear units are setback 1.5 metres from the lot boundary to the subject site. In response to the existing Fig Tree located within Robertson Park to the north of the subject site, the development has been configured with the common property driveway located along the northeast side of the site. This provides the development with adequate separation from the canopy of the tree which ensures the health of this tree is not compromised. This means that the proposed dwellings are sited towards the southern portion of the lot, contributing towards greater overshadowing of the adjoining southern property; and
- Overshadowing of Outdoor Living Areas and Major Openings: The primary outdoor living areas of the adjoining property are located to the southeast of the site for the front units, and to the northwest of the site for the rear units. Portions of the outdoor living areas of the front units would already be overshadowed by the existing buildings on that property, as shown in purple in **Attachment 13** or would be overshadowed by any three storey development on the subject site. The outdoor living areas of Units 3 and 4 would retain areas to direct sunlight at midday which would increase into the afternoon as the sun moves west. The outdoor living areas of Units 1 and 2 would retain areas of direct sunlight in the mornings. A comparison of the overshadowing from the deferred plans and the amended plans is shown in **Attachment 13**. The R Codes design principle requires consideration of major openings that are within 15 degrees of north. Due to the orientation of the lots, major openings on the adjoining site do not face within 15 degrees of north. The amended proposal would improve solar access to the first floor major opening marked 'A' in **Attachment 13**, compared to the previous proposal, as this window would be located more centrally within the gap of the shadows cast by the proposed Units 1 and 2.

Assessment of Other Changes Due to Amended Plans

Visual Privacy

The amended plans have resulted in the Unit 4 first floor kitchen no longer having a cone of vision that falls to the adjoining residential property which previously did not meet the deemed-to-comply standard. This is because the amended plans have increased the side lot boundary setback of the Units 2 and 3 second floor Balcony 2 from 2.8 metres to 3.3 metres, and the cone of vision would fall over Robertson Park.

The visual privacy would continue to satisfy the design principles of the R Codes for the following reasons:

- Major Openings: The south-western elevation of the proposed development does not include any major openings which would directly overlook the adjoining property; and
- Balconies: The proposed second floor balconies to Units 2 and 3 would be provided with screening parallel to the lot boundary. The cone of vision to the adjoining property would be oblique in nature and fall to the side setback area. No major openings or outdoor living areas would fall within the cones of vision, as shown by the visual privacy analysis included as **Attachment 14**.

Vehicular Access

The amended plans have resulted in the driveway being relocated closer to the north east boundary of the subject site, adjacent to Robertson Park. The vehicle access would satisfy the design principles of the R Codes for the following reasons:

- Single-Width Crossover: A single-width crossover to Palmerston Street is proposed. This would minimise the number and extent of vehicle access points on the streetscape, and would provide legible access to the site for vehicles and pedestrians; and
- Functionality and Treatment: The proposed vehicle access would facilitate safe vehicle manoeuvring to Palmerston Street by being provided with minimum 3 metre width in accordance with Australian Standards. Landscaping would also be provided along portions of the driveway which would reduce its visual impact on the street and improve its visual connectivity with the adjoining Robertson Park.

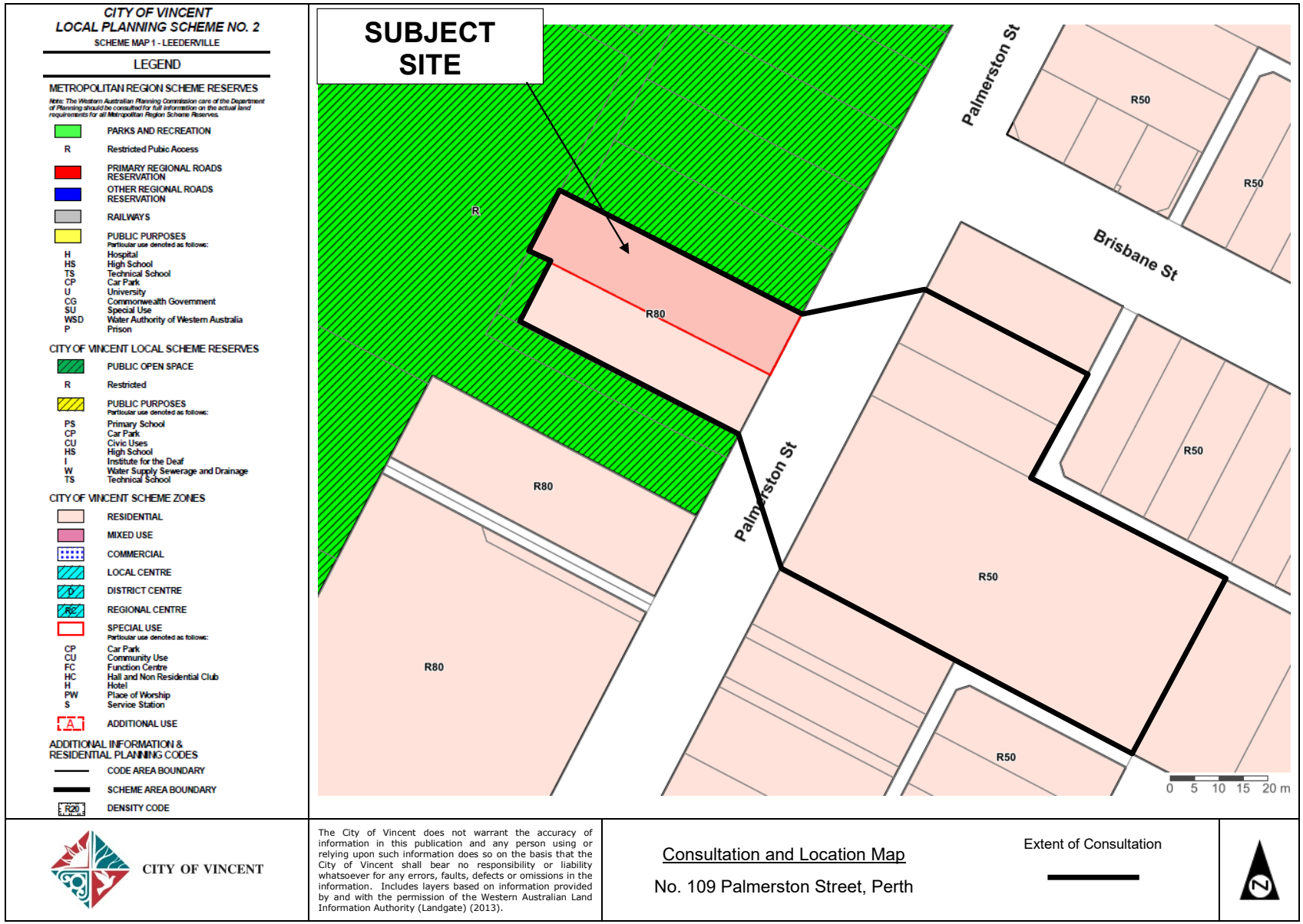
A condition of approval is included in the officer recommendation for two additional trees to be provided on the north eastern boundary, central to the lot boundary. This would maximise landscaping opportunities within the driveway area and assist in reducing the extent of hardstand on site.

Aspects of the Application that have Not Changed

The previous report considered at Council's Ordinary Meeting on 15 November 2022, available here, includes Administration's comments on the assessment and acceptability of the following matters:

- Boundary Walls (Internal);
- Sight Lines;
- Visitor Parking;
- Environmentally Sustainable Design (ESD); and
- Heritage Management.

The amended plans and additional information did not impact the above matters, and therefore Administration's previous comments of their acceptance in its 15 November 2022 report to Council remain applicable.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
Note: The Western Australian Planning Commission care of the Department of Planning should be consulted for full information on the actual land requirements for all Metropolitan Region Scheme Reserves.
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
Particular use denoted as follows:
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
Particular use denoted as follows:
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
Particular use denoted as follows:
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
A ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
R20 DENSITY CODE
SUBJECT SITE
Palmerston St
Brisbane St
Palmerston St
R
R80
R80
R80
R50
R50
R50
R50
0 5 10 15 20 m
CITY OF VINCENT
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Consultation and Location Map
No. 109 Palmerston Street, Perth
Extent of Consultation
N



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No. 109 Palmerston Street, Perth



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No. 109 Palmerston Street, Perth

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CITY OF VINCENT
RECEIVED
16 December 2022

: - Drafting₩Drawings₩Jobs ArchiCad₩5096 Tam - Palmerston₩01 Archicad PLN₩MASTER 5096 Tam - Palmerston v24.pln

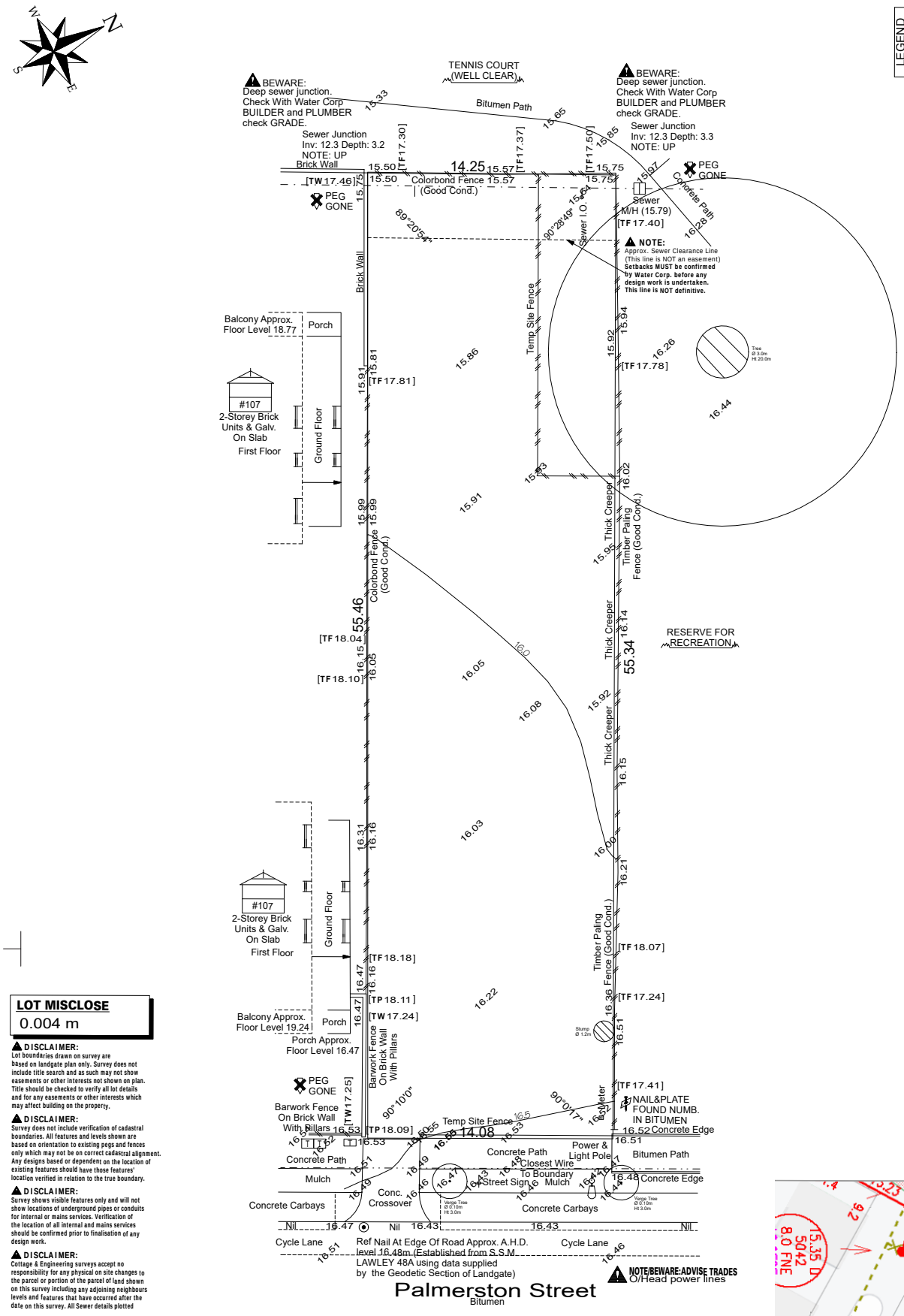
Status: Planning Doc's

LEGEND

	Power Dome
	Power Pole
T	Phone Pits
W	Water Conn.
[TP 10.00]	Top Pillar/Post
[TW 10.00]	Top Wall
[TR 10.00]	Top Retaining
[TF 10.00]	Top Fence

Drawing List

		Page Name
1 Perspectives		
	1.01	Perspectives
2 Plans - MASTER		
	2.01	Site Plan - Existing
	2.02	Site Plan - New - MASTER
	2.03	Plans - MASTER
	2.04	Plans - MASTER
	2.05	Plans - MASTER
	2.06	Landscaping Plan - MASTER



LOT MISCLOSE
0.004 m

DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER:
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DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

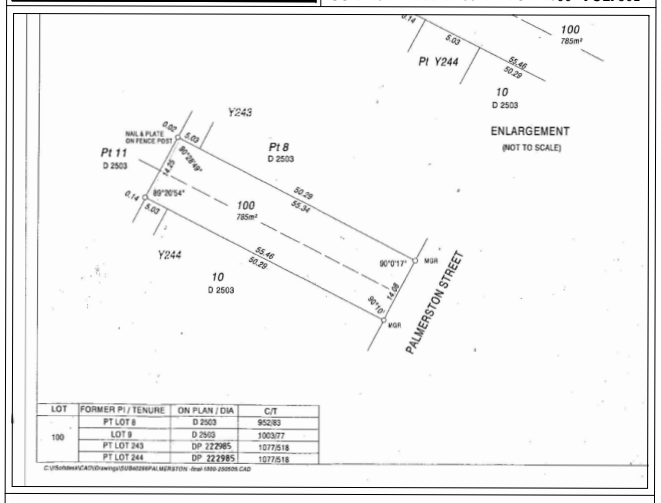
DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted

Existing Site Plan
Scale: 1:200

Riverstone Custom Homes

CONTOUR & FEATURE SURVEY

LOT Lot 100 (DP 43470)
ADDRESS #109 Palmerston Street, Perth
LGA CITY OF PERTH
CLIENT Gordan Tam
ORDER # 5096
GPS Lat: -31.941124 Long: 115.858205
SSA No **AREA** 785m² **VOL.** 2599 **FOL.** 361

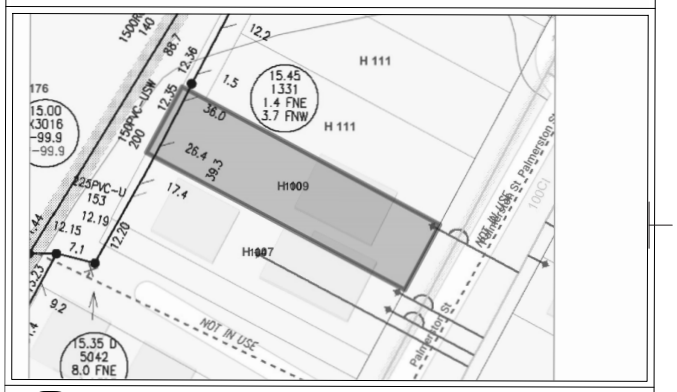


LOT	FORMER PI / TENURE	ON PLAN / DIA	C/T
100	PT LOT 8	D 2503	952/83
	LOT 9	D 2503	1003/77
	PT LOT 243	DP 222985	1077/518
	PT LOT 244	DP 222985	1077/518

C:\Softdesk\ACAD\Drawings\SUB\42999PALMERSTON final 1800-2000SR.CAD

ELEC.	O/Head	**SEWER**	Yes	**ROADS**	Bitumen
GAS	Check Alinta	**COMMS**	Yes	**PATH**	Concrete
WATER	Yes	**DRAINAGE**	Good	**KERBS**	Nil

COASTAL No (Approx. Only - Confirm With Shire)
SOIL Sand
VEG. Light Grass Cover



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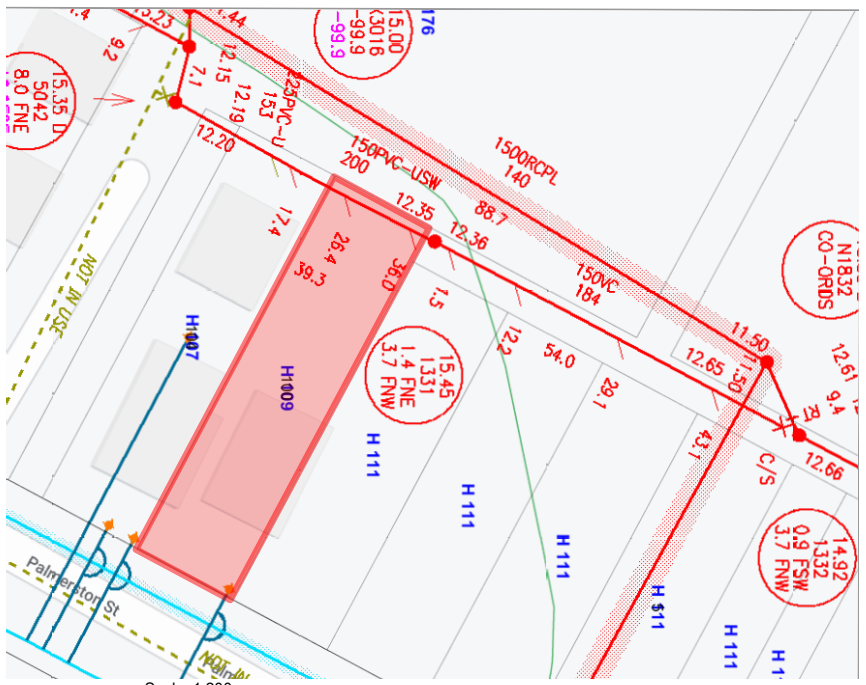
87-89 Guthrie St Osborne Park WA 6017
PO Box 1611 Osborne Park BC WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au

JOB: 524052 **DATE:** 14 Apr 22 **DRAWN:** T. Do



Scale 1:200
0 2 4 6 8

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PO Box 1611 Osborne Park Business Centre WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au

JOB #	524052	**GPS**	Lat: -31.941124 Long: 115.858205			**ROADS**	Bitumen
CLIENT	Gordan Tam	**ORDER #**	5096			**KERBS**	Nil
ADDRESS	#109 Palmerston Street	**LOT**	Lot 100 (DP 43470)			**FOOTPATH**	Concrete
SUBURB	Perth					**SOIL**	Sand
LGA	CITY OF PERTH	**AREA**	785m²	**VOL.** 2599	**FOL.** 361	**DRAINAGE**	Good
DRAWN	T. Do	**DATE**	14 Apr 22		**SSA** No	**VEGETATION**	Light Grass Cover

ELEC.	O/Head
COMMS.	Yes
WATER	Yes
GAS	Check Alinta
SEWER	Yes
COASTAL	No (Approximate Only Confirm With Shire)

BAL Rating: N/A.
Rev No.: DA 01
Job No.: 5096
Dwn No.: 2.01

Site Plan - Existing

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A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
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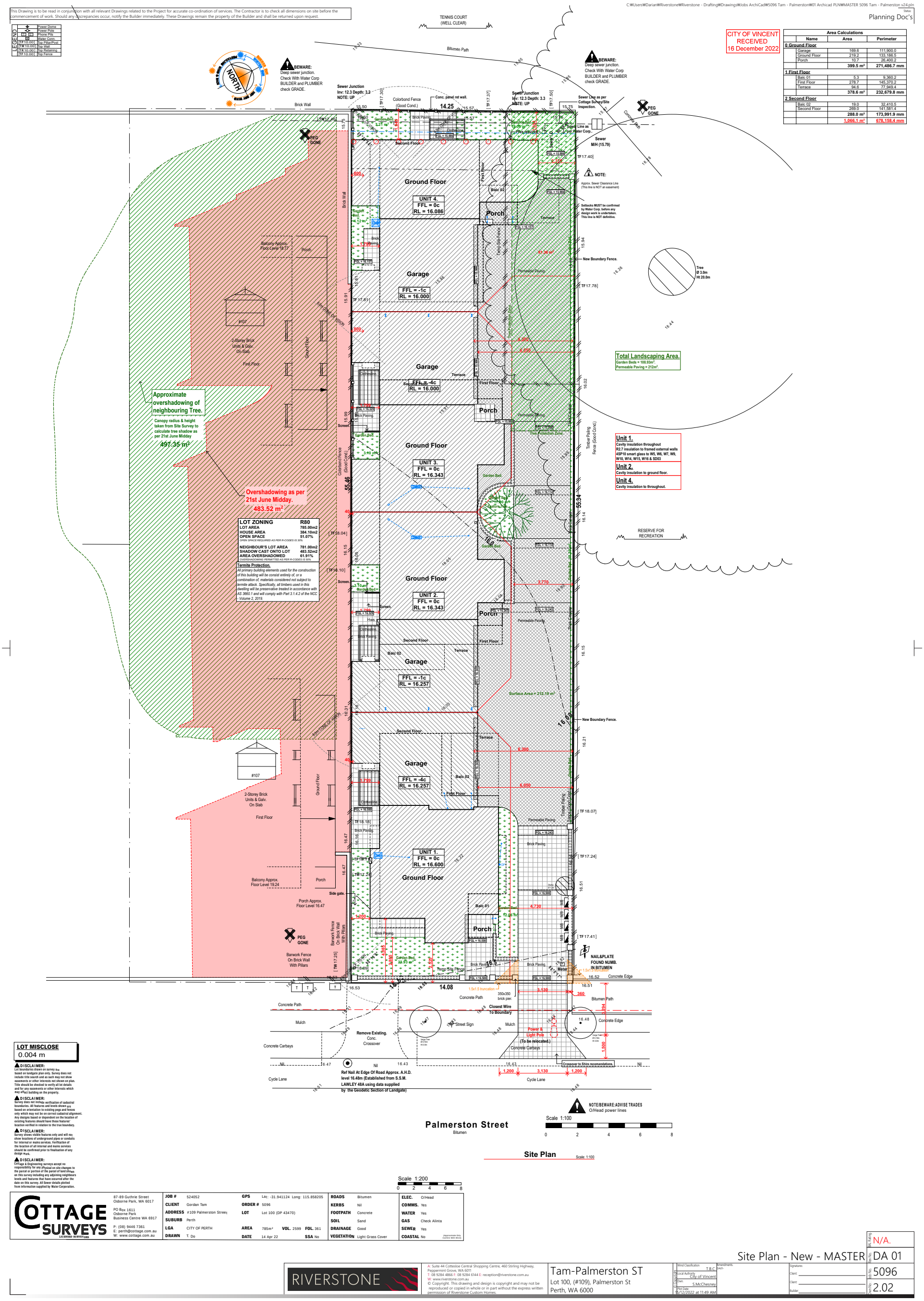
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 15/12/2022 at 11:49 AM
Amendments: DA01-
Signatures: Client: Client: Builder: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C:\Users\Darian\Riverstone\Riverstone - Drafting\Drawings\Jobs ArchiCad\5096 Tam - Palmerston\01 Archicad PLN\MASTER 5096 Tam - Palmerston v24.pln
Status: Planning Doc's
CITY OF VINCENT RECEIVED 16 December 2022
Area Calculations
Name | Area | Perimeter
0 Ground Floor
Garage 169.6 111,900.0
Ground Floor 219.2 133,186.5
Porch 10.7 26,400.2
399.5 m² 271,486.7 mm
1 First Floor
Balc 01 5.3 9,360.2
First Floor 278.7 145,370.2
Terrace 94.6 77,949.4
378.6 m² 232,679.8 mm
2 Second Floor
Balc 02 19.0 32,410.5
Second Floor 269.0 141,581.4
288.0 m² 173,991.9 mm
1,066.1 m² 678,158.4 mm
LEGEND
Power Dome
Power Pole
Phone Pits
Water Conn.
Top Pillar/Post
Top Wall
Top Retaining
Top Fence
NORTH
BEWARE: Deep sewer junction. Check With Water Corp BUILDER and PLUMBER check GRADE.
Sewer Junction Inv: 12.3 Depth: 3.2 NOTE: UP
Sewer Junction Inv: 12.3 Depth: 3.3 NOTE: UP
TENNIS COURT (WELL CLEAR)
Bitumen Path
Brick Wall
Colorbond Fence (Good Cond.)
Conc. panel ret wall.
14.25
Concrete Path
Sewer Line as per Cottage Survey/Site Inspection.
Sewer Line as per Water Corp.
PEG GONE
Sewer M/H (15.79)
NOTE: Approx. Sewer Clearance Line (This line is NOT an easement)
Setbacks MUST be confirmed by Water Corp. before any design work is undertaken. This line is NOT definitive.
Ground Floor
UNIT 4. FFL = 0c RL = 16.086
Garage
FFL = -1c RL = 16.000
Porch
Terrace
Balc 02
Garden Bed 14.12 m²
Brick Paving
Balcony Approx. Floor Level 18.17
#107
2-Storey Brick Units & Galv. On Slab
First Floor
Ground Floor
Tennis Side Fence
New Boundary Fence.
Permeable Paving
Tree Protection Zone
Tree Ø 3.0m Ht 20.0m
Total Landscaping Area.
Garden Beds = 108.93m².
Permeable Paving = 212m².
Approximate overshadowing of neighbouring Tree.
Canopy radius & height taken from Site Survey to calculate tree shadow as per 21st June Midday
497.35 m²
Overshadowing as per 21st June Midday.
483.52 m²
Garage
FFL = -4c RL = 16.000
Second Floor
Compressor
Screen
Garden Bed 3.40 m²
Ground Floor
UNIT 3. FFL = 0c RL = 16.343
Garden Bed
Timber Paving
Fence (Good Cond.)
Unit 1.
Cavity insulation throughout
R2.7 insulation to framed external walls
4SP10 smart glass to W5, W6, W7, W9, W10, W14, W15, W16 & SD03
Unit 2.
Cavity insulation to ground floor.
Unit 4.
Cavity insulation to throughout.
RESERVE FOR RECREATION
Ground Floor
UNIT 2. FFL = 0c RL = 16.343
Porch
Second Floor
First Floor
Balc 02
Terrace
Garage
FFL = -1c RL = 16.257
Surface Area = 212.19 m²
New Boundary Fence.
Second Floor
Terrace
Garage
FFL = -4c RL = 16.257
Balc 02
First Floor
#107
2-Storey Brick Units & Galv. On Slab
First Floor
Ground Floor
Timber Paving
Fence (Good Cond.)
Permeable Paving
Brick Paving
Ground Floor
UNIT 1. FFL = 0c RL = 16.600
Balcony Approx. Floor Level 19.24
Porch
Porch Approx. Floor Level 16.47
Side gate.
Balc 01
Garden Bed
Porch
Barwork Fence On Brick Wall With Pillars
PEG GONE
Barwork Fence On Brick Wall With Pillars
Garden Bed 28.83 m²
Tango Std Plane
Brick Paving
NAIL&PLATE FOUND NUMB. IN BITUMEN
Meter
1.5x1.5 truncation
Concrete Edge
Concrete Path
Mulch
Remove Existing. Conc. Crossover
Street Sign
Closest Wire To Boundary
Power & Light Pole (To be relocated.)
Concrete Carbays
Crossover to Shire recommendations.
Ref Nail At Edge Of Road Approx. A.H.D. level 16.48m (Established from S.S.M. LAWLEY 48A using data supplied by the Geodetic Section of Landgate)
Cycle Lane
Bitumen Path
Concrete Edge
NOTE/BEWARE: ADVISE TRADES O/Head power lines
Palmerston Street
Bitumen
Scale 1:100
Site Plan
Scale: 1:100
Scale 1:200
LOT ZONING R80
LOT AREA 785.00m2
HOUSE AREA 384.10m2
OPEN SPACE 51.07%
OPEN SPACE REQUIRED AS PER R-CODES IS 30%
NEIGHBOUR'S LOT AREA 781.00m2
SHADOW CAST ONTO LOT 483.52m2
AREA OVERSHADOWED 61.91%
OVERSHADOWING PERMITTED AS PER R-CODES IS 50%
Termite Protection.
All primary building elements used for the construction of this building will be consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the NCC Volume 2, 2019.
LOT MISCLOSE
0.004 m
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P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au
JOB # 524052 GPS Lat: -31.941124 Long: 115.858205
CLIENT Gordan Tam ORDER # 5096
ADDRESS #109 Palmerston Street LOT Lot 100 (DP 43470)
SUBURB Perth
LGA CITY OF PERTH AREA 785m² VOL. 2599 FOL. 361
DRAWN T. Do DATE 14 Apr 22 SSA No
ROADS Bitumen KERBS Nil FOOTPATH Concrete SOIL Sand DRAINAGE Good VEGETATION Light Grass Cover
ELEC. O/Head COMMS. Yes WATER Yes GAS Check Alinta SEWER Yes COASTAL No
RIVERSTONE
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 5/12/2022 at 11:49 AM
Amendments. DA01.
Signatures: Client: Client: Builder:
Rel. Ref(s) N/A.
Dwg No. DA 01
Job No. 5096
Dwn No. 2.02
Site Plan - New - MASTER

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Status: Planning Doc's

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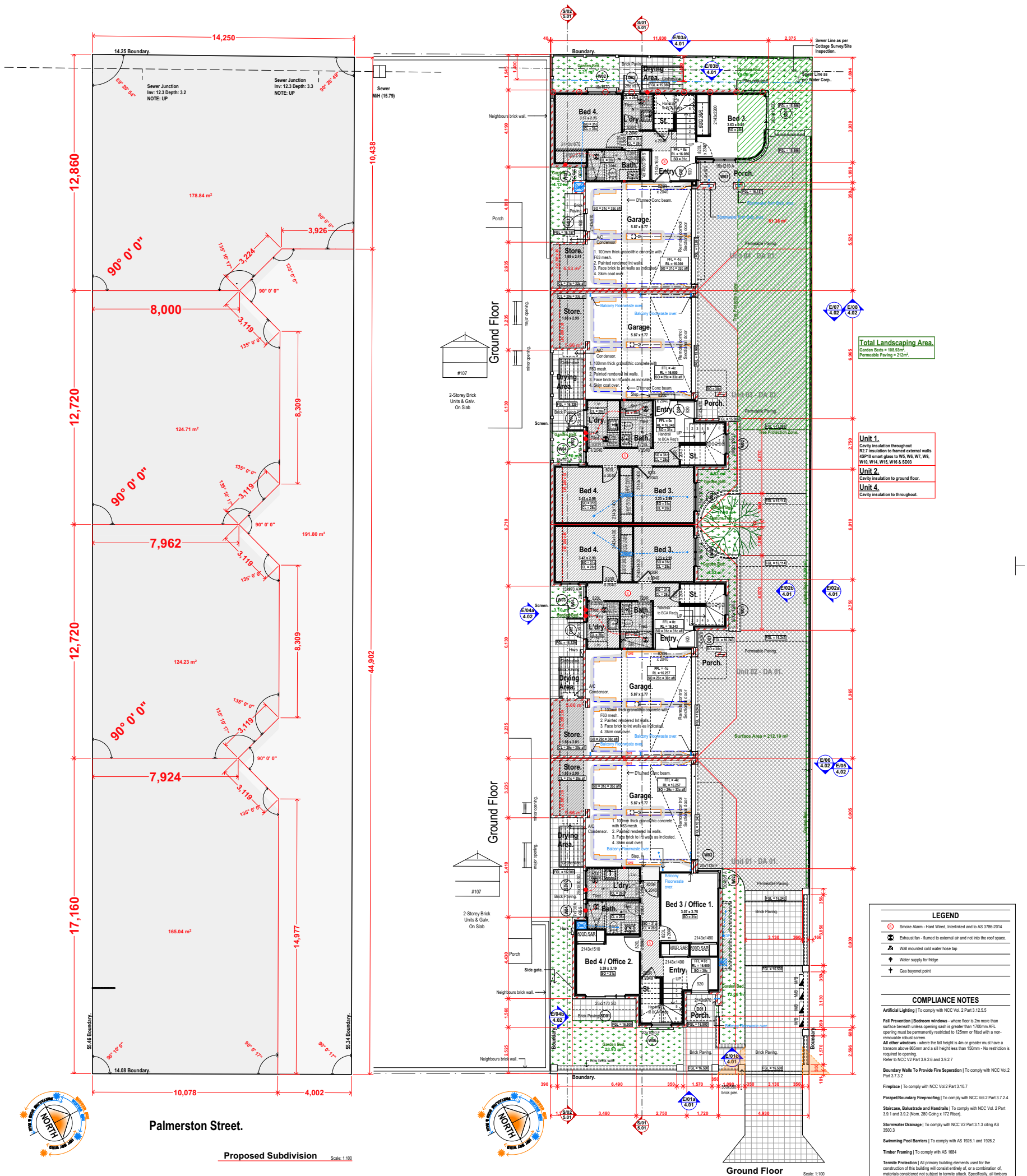
16 December 2022

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	169.6	111,900.0
	Ground Floor	219.2	133,186.5
	Porch	10.7	26,400.2
		399.5 m²	271,486.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,066.1 m²	678,158.4 mm



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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 6/12/2022 at 11:49 AM
Amendments:

Signatures:
Client:
Client:
Builder:

Rel. Ratings: N/A.
Plans - MASTER
Dwg No: DA 01
Job No: 5096
Dwn No: 2.03

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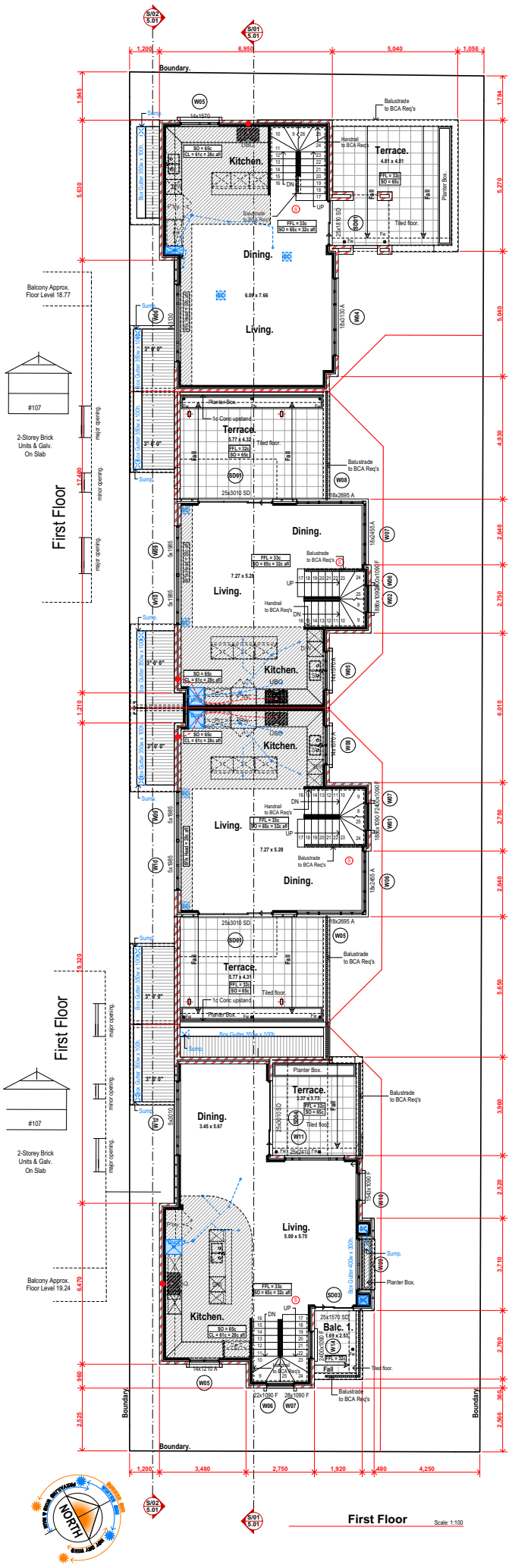

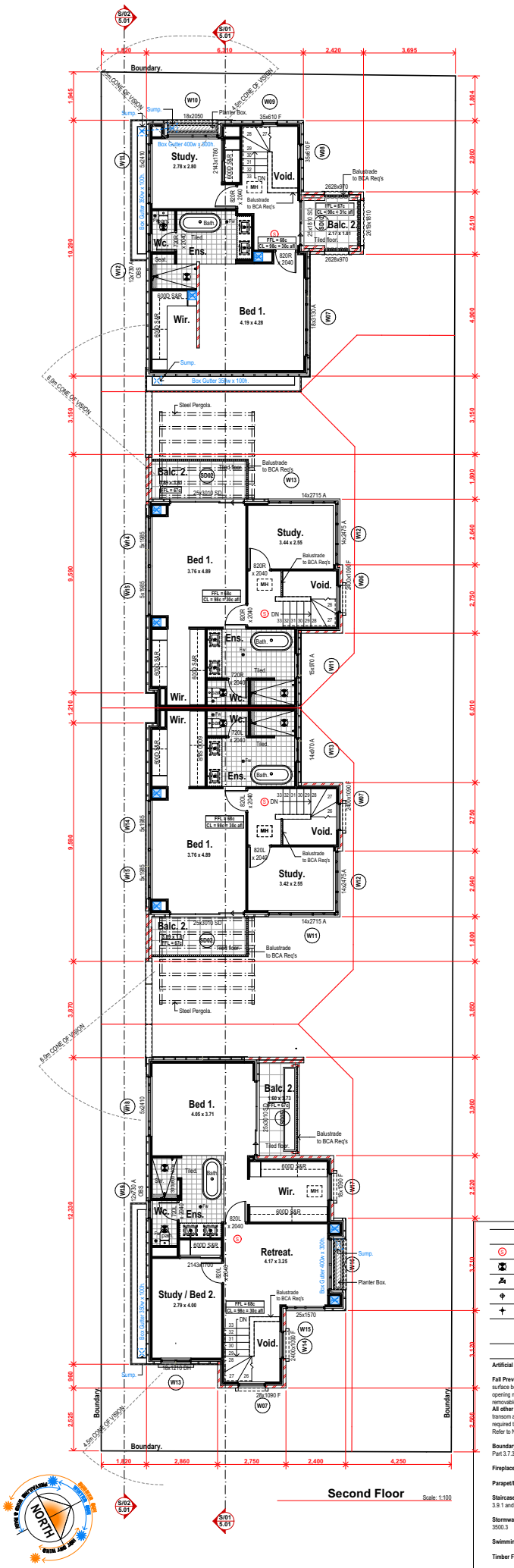

LEGEND

- (S) Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom: 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 citing AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 5/12/2022 at 11:49 AM
Amendments: DA01.
Signatures: Client: Client: Builder:

Job Type: Plans - MASTER
Job No: 5096
Part No: DA 01
Sheet No: 2.04
Bal. Rating: N/A.

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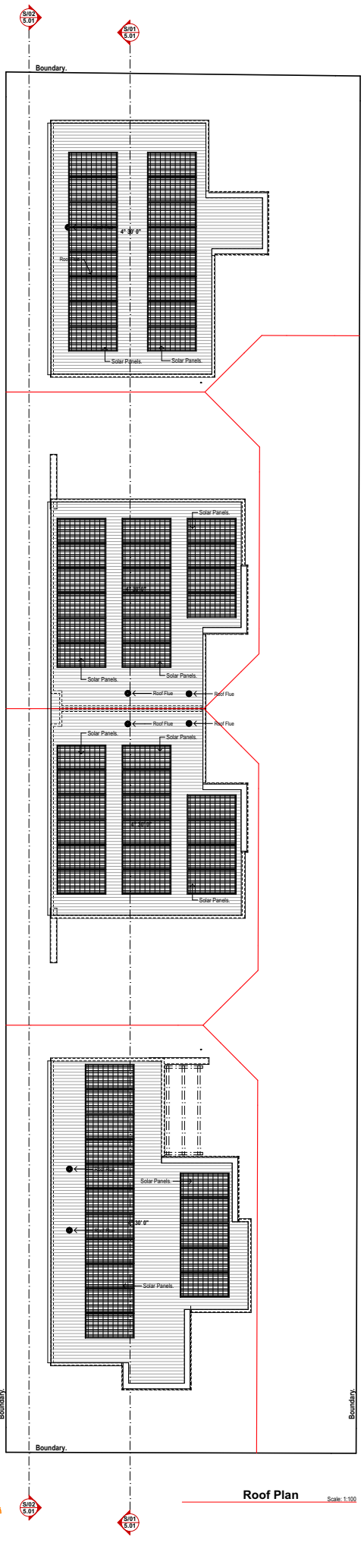
16 December 2022



Roof Plan
Scale: 1:100

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
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- Gas bayonet point

COMPLIANCE NOTES

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Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

Plans - MASTER

Rev. Ranges	N/A.
Dwg No.	DA 01
Job No.	5096
Dwg Rev.	2.05

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date 15/12/2022 at 11:49 AM
Amendments: Mech.

Signatures:
Client:
Client:
Builder:

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Status: Planning Doc's

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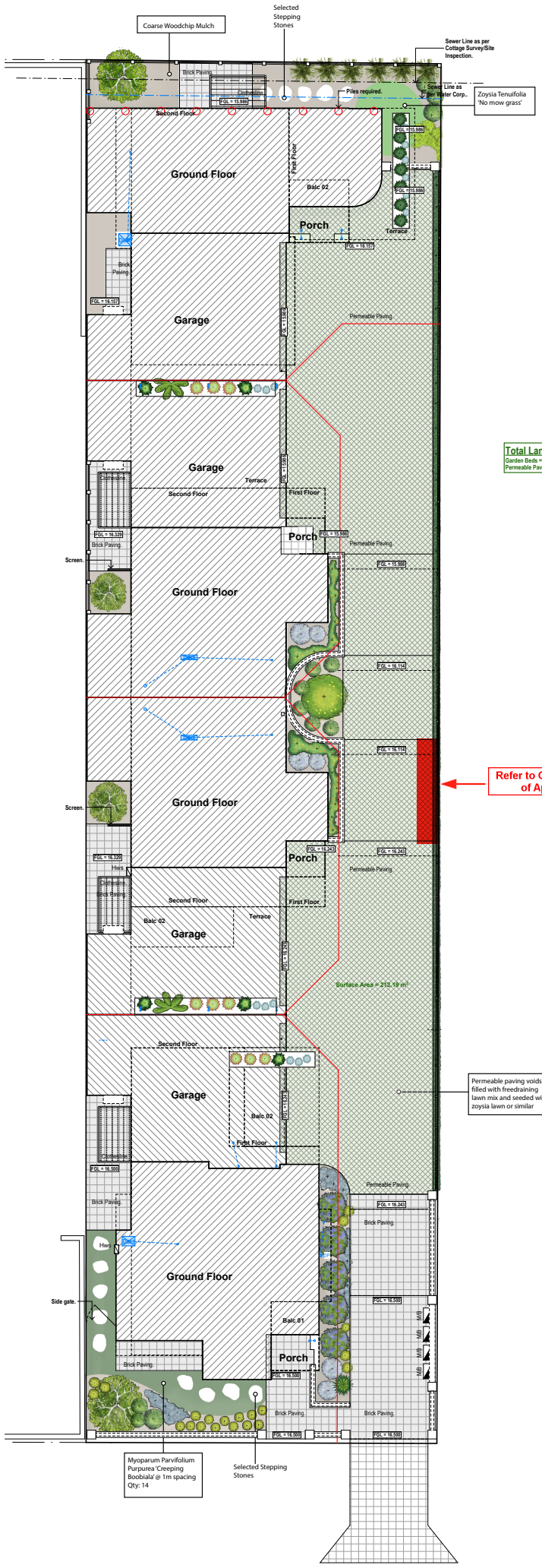
Symbol	Plant Name	Qty
	Trachelospermum 'Star Jasmine' plant @ 1.5m intervals	26
	Pittosporum tobira 'Miss Muffet'	12
	Scaevola nitida 'Aussie Spirit'	5
	Zoysia Tenuifolia 'No mow grass'	15
	Eremophila Nivea 'Silky Eremophila'	6
	Lomandra 'Lime Tuff'	20
	Cyanthea Cooperii 'Australian Tree Fern'	2
	Dichondra Argentea 'Silver Falls'	15
	Nandina Domestica 'Gulf Stream'	9
	Parthenocissus Quinquefolia 'Virginia Creeper'	5
	Casuarina Glauca 'Cousin It'	7
	Bambusa Gracilis 'Slender Weavers Bamboo'	6
	Citrus Limon 'Eureka'	1
	Acer Palmatum 'Japanese Maple'	1
	Betula Pendula 'Silver Birch'	4
	Tropaeolum majus 'Graden Nasturtium'	12
	Eremophila 'Blue Horizon'	10
	Anigozanthos Flavidus 'Kangaroo Paw'	1



Landscaping Scale: 1:100

Total Landscaping Area.
Garden Beds = 108.93m².
Permeable Paving = 212m².

Landscaping Plan - MASTER

Rev No.	N/A.
Dwg No.	DA 01
Job No.	5096
Drawn By:	2.06

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dsn. S.McChesney
Plot Date: 5/12/2022 at 1156 AM

Amendments: DA01-

Signatures:
Client:
Client:
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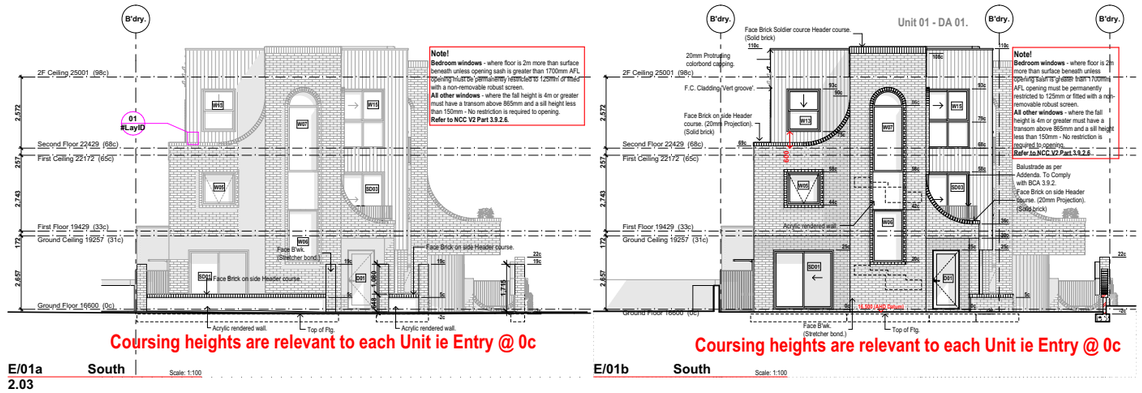


Coursing heights are relevant to each Unit ie Entry @ 0c

E/01a South Scale: 1:100
2.03

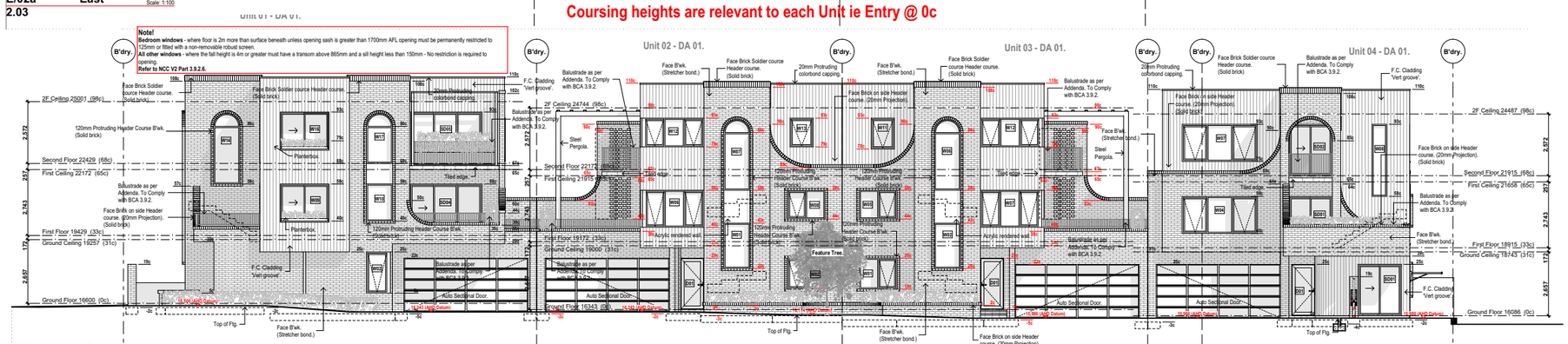
Coursing heights are relevant to each Unit ie Entry @ 0c

E/01b South Scale: 1:100



Coursing heights are relevant to each Unit ie Entry @ 0c

E/02a East Scale: 1:100
2.03



Coursing heights are relevant to each Unit ie Entry @ 0c

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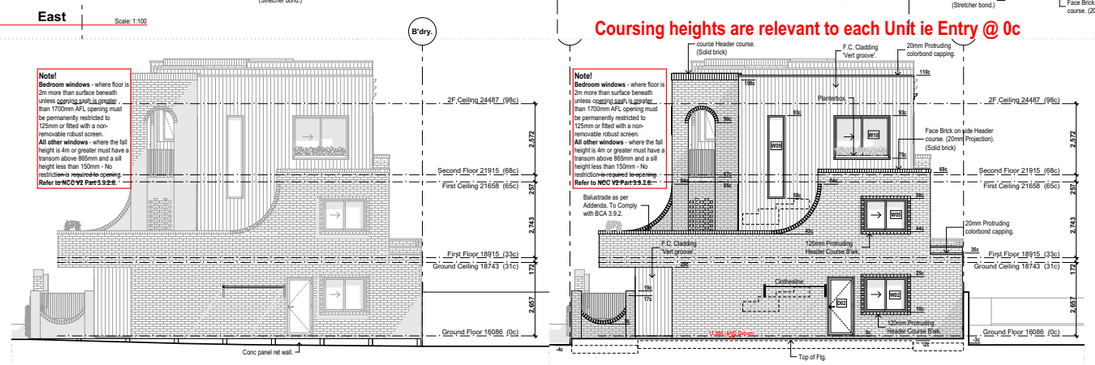

E/03a North Scale: 1:100
2.03

E/03b North Scale: 1:100

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Elevations - MASTER
DA 01
5096
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N/A.
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
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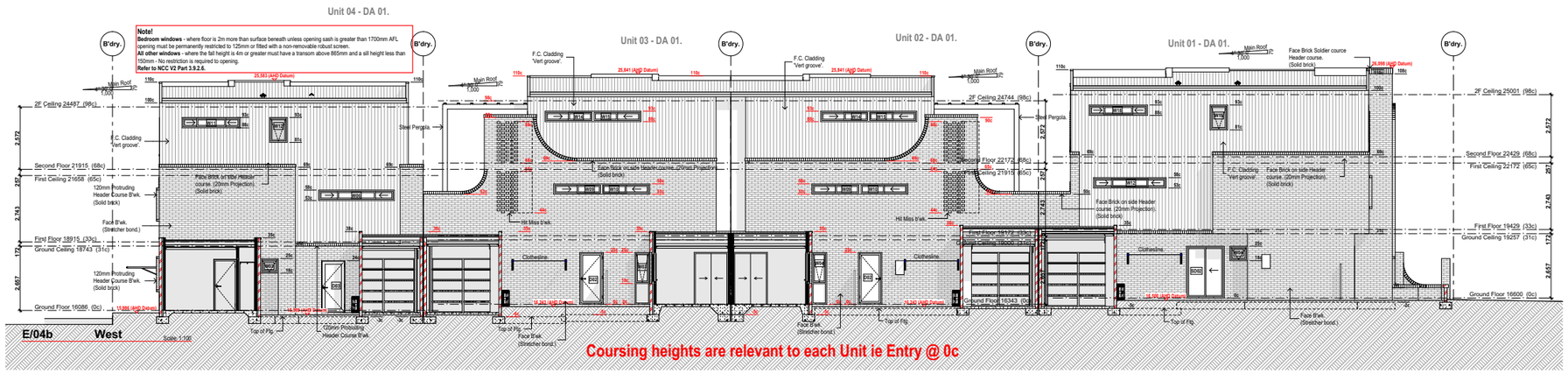

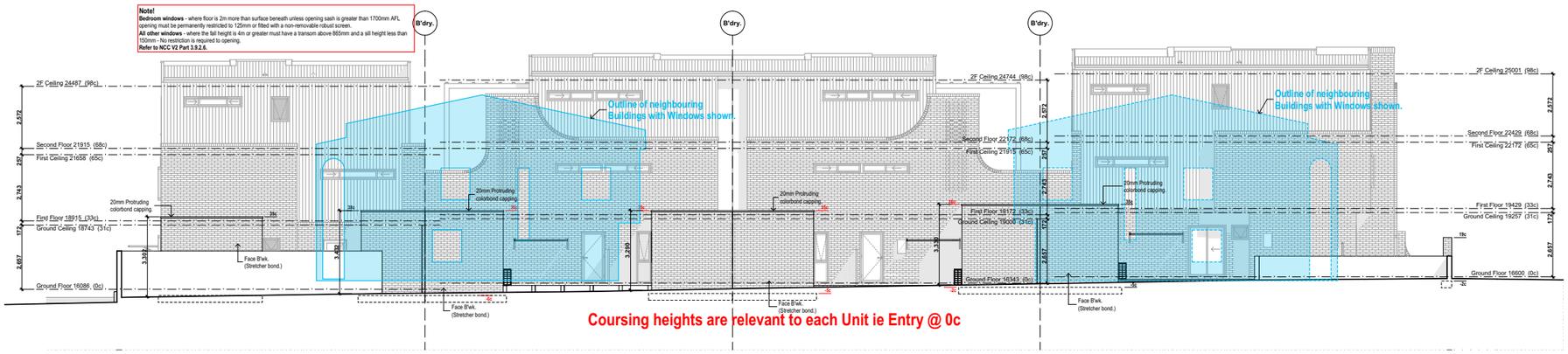

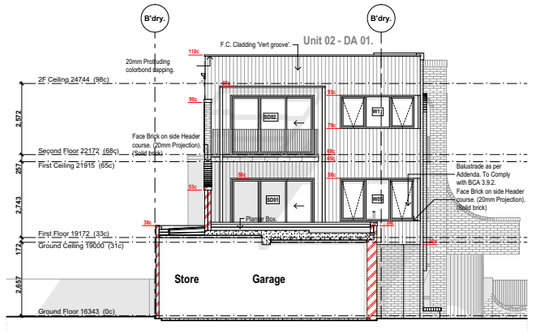

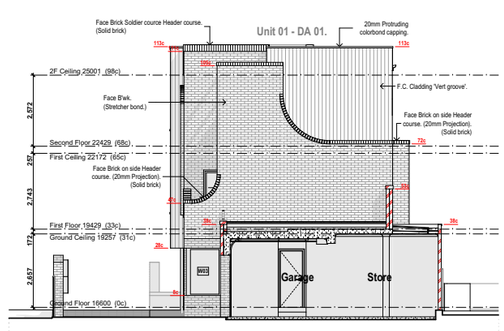

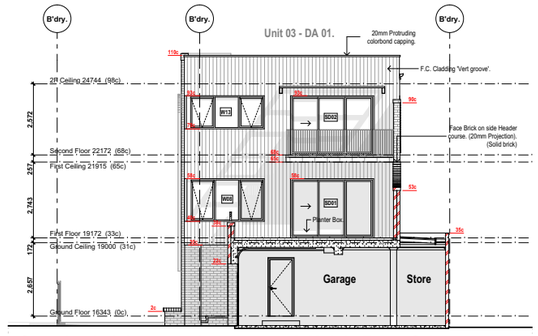

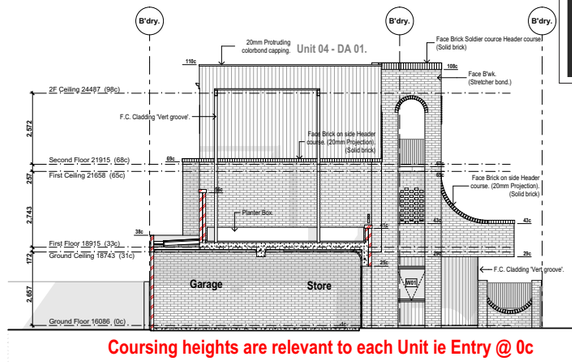

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Tam - Planning Doc S
Elevations - MASTER
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4.02
N/A.
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
T.B.C.
Client
Client
Builder
Signatures
Client Illustration
Plotted: 14/12/2022 at 11:49 AM
Drawing Last Saved: 14/12/2022 at 11:49 AM
S.MACDarian
Tam
Scale: 1:100 @ A1
Scale: 1:200 @ A3
Dwg. Status
Dwg. No.
Rev.
Job No.
Sheet No.
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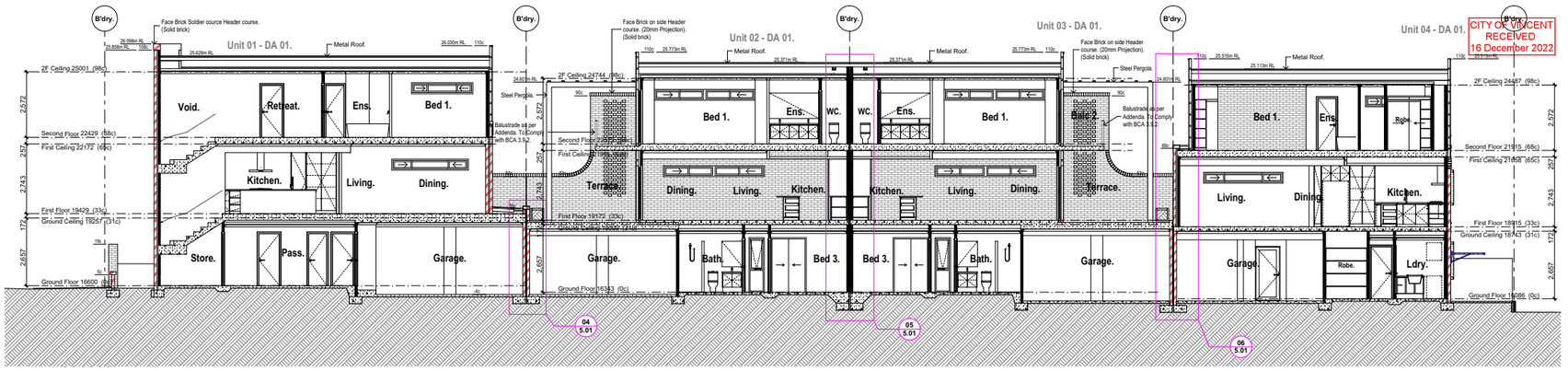
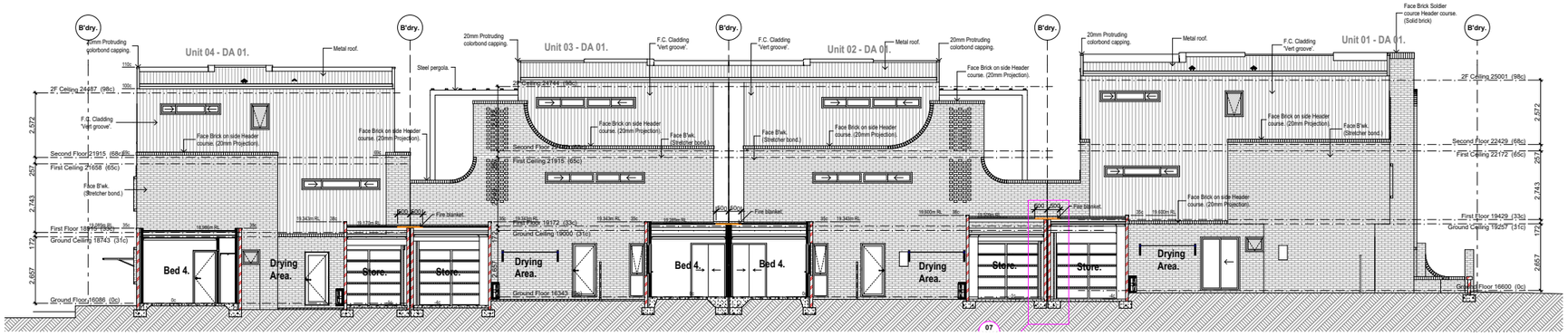


S/01 Section

Scale: 1:100



S/02 Section

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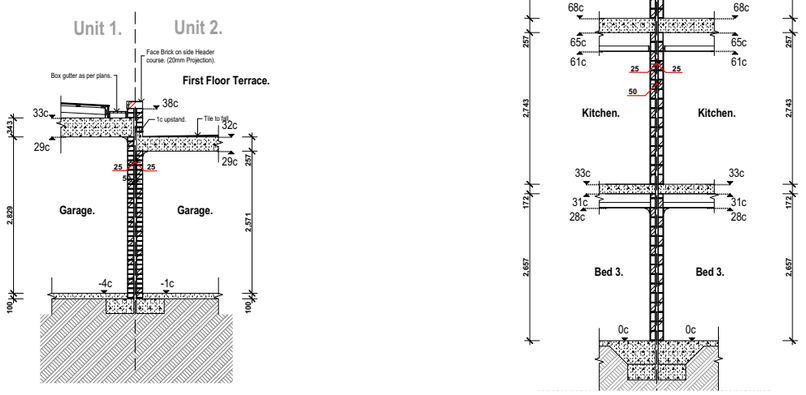
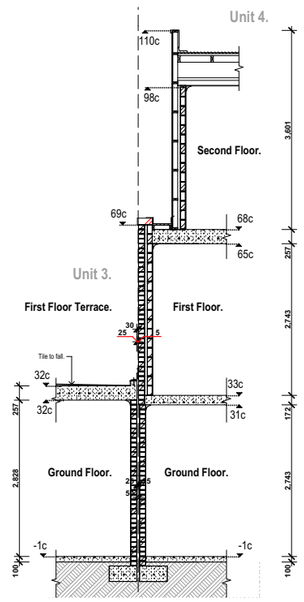


Boundary wall 1/2

Scale: 1:50

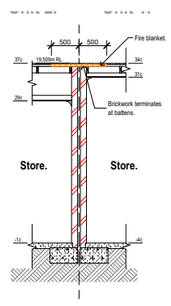
Boundary wall 2/3

Scale: 1:50



Boundary wall 3/4

Scale: 1:50



Store Boundary Wall 1/2

Scale: 1:50

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Perth, WA 6000

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Date	Issue	Description	Initials
6/12/2022 at 11:49 AM	S MACSheehy	Issued for CoV Review	J B C

Sections - MASTER

Dwn No.	Job No.	Rev No.	BAL Rating
5.01	5096	DA 01	N/A

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CITY OF VINCENT
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28 December 2022

December 2022 Changes to Proposed Development at 109 Palmerston St Perth

SUMMARY

The City of Vincent at its November 2022 Council meeting voiced concerns about the scale and impact of the proposed development at 109 Palmerston St. We have addressed their concerns by:

- Increasing front setbacks by 600mm;
- Increasing side setbacks to SW boundary by 200mm;
- Increasing landscaping to front and SW boundary, including the addition of 2 small trees

1. FRONT SETBACKS

1.1 The November 2022 Council Meeting minutes expressed the following comments in relation to the front street setback:

"a) Clause 5.1 of the Built Form Policy and Clause 5.1.2 of the R-Codes in relation toe Street Setbacks. The development is not set back from the street sufficiently to contribute to, or be consistent with, the established streetscape. The proposed setback from the street results in a building bulk and scale that is not consist with, and does not contribute to the established streetscape and would adversely affect the amenity of the neighbouring property"

- In response the whole development has been shifted backwards by 600mm, increasing the front setback accordingly.
- 80% of the development now has a front setback greater than 4m. A summary of the front setback extents is shown in Table 1.

New front setback as percentage of block width	
2.5m	20%
4m	40%
Over 14m	40%

Table 1.

- There are several properties nearby that show that the proposed setbacks are consistent with the established streetscape:



Figure 1. 244 Brisbane St (Corner of Palmerston st, 3 houses away from proposed development site) has 2.5m front setbacks with 1.5m reduced setback to upper floor balconies facing Brisbane St.



Figure 2. 99 Palmerston St (3 lots away from site) has a 1.9m front setback to 3 storey elements.



Figure 3. 111 Palmerston St (next building site NE of the proposed development) has a zero setback to the garage and 1.8m front setback to 3 storey elements.

- Many of the existing older houses along the street were constructed when the area had a lower zoning and therefore larger minimum setbacks. The area is now zoned R80 along the North side of Palmerston St and R50 along the South side. It is a designated urban infill area. Our proposal is consistent with both the established streetscape and the future vision of the area.

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1.2 The council commented on the extent of front landscaping as follows:

c) Clause 5.3.2 of the R Codes in relation to Landscaping. The proposed street setback would result in reduced landscaping opportunities within the street setback area. The resultant landscaping does not contribute to the appearance and amenity of the development for residents or positively contribute to the streetscape;

- By increasing the front setback by 600mm we are providing a greater deep soil area to the front garden. This will allow for the proposed landscaping tree to grow larger as well as provide space for more plants.

2. SIDE SETBACKS AND SOLAR ACCESS

2.1 The November 2022 Council Meeting minutes expressed the following comments in relation to side setbacks:

b) Clause 5.1.3 of the R Codes in relation to Lot Boundary Setbacks. The proposed development would adversely affect the amenity of the neighbouring property at No. 107 Palmerston Street because it would not maintain adequate access to direct sun into buildings and open spaces, and the proposed development has not been appropriately set back from the south western lot boundary nor designed to reduce the impacts of building bulk and scale;

- In response we have shifted the development right by 200mm. This has the following impact:
  - Side setbacks on all storeys (excluding ground floor boundary walls) have increased by 200mm. The side setback for most of the build is now 1.8m with a 1.2 minimum in parts of unit 1 and 4. In comparison the neighbouring buildings to the SW have a 1m side setback.
  - The newly increased size of the garden beds on South West boundary allows us to plant taller tree species than those previously specified. We propose replacing the existing plants with additional silver birch trees:
    - In Perth conditions are likely to reach around 6-8m in height with limited horizontal spread. This will soften appearance of the building along the South West boundary;
    - Birch trees can tolerate the tight space and shaded lighting conditions, and are shallow rooted allowing them to be planted close to buildings without causing damage;
    - Delicate branches and leaves plus columnar form make them easy to manage in a small space ;
    - White trunks branches will contrast against the building materials;
    - Increased tree canopy cover will be added to the development. We are now planting 6 new trees on the site.
    - The additional trees will compensate for the decreased deep root areas caused by increasing the front setback to the site.
- We are limited to how far we can move the development, since the built form needs to be weighted along the South West boundary. This is to protect the root zone of the large Tree of Significance (a 28m tall Moreton Bay Fig) located in adjoining Robertson Park. Protection of the tree has been a crucial concern of the development. This requirement, combined with the blocks orientation to the North of its neighbour, has resulted in proximity to the neighbour being inevitable. This is a situation unique to the site.
- Our proposal has maintained the flow of air and dappled light to the neighbouring properties by providing meaningful spacing between the units. These have been aligned with the windows of the neighbouring property, to decrease the impact of bulk and scale (Figure 5). Hit and miss brickwork feature walls to parts of this area provide visual interest and privacy.

2.2 The November 2022 Council Meeting minutes expressed the following comments in relation to overshadowing:

e) Clause 5.4.2 of the R Codes in relation to Solar Access for Adjoining Sites. The development has not been appropriately designed to protect the neighbouring property's (No. 107 Palmerston Street) access to direct sunlight to outdoor living areas and major openings, and would adversely affect the amenity of the neighbouring property;

- The Design Principles in clause 5.4.2 of the R-Codes states the following:

P2.1 Effective solar access for the proposed development and protection of the solar access

P2.2 Development designed to protect solar access for neighbouring properties taking account the potential to overshadow existing:
-Outdoor Living areas;
-North facing major openings to habitable rooms, within 15 degrees of north in each direction; or
- roof mounted solar collectors.

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- Although the deemed to comply requirements specify a maximum of 50% overshadowing from the North on the Winter Solstice, this is a 'one size fits most' approach and is not the best design solution for this site for the following reasons:

  - The site is heavily overshadowed from the North by the neighbouring fig tree, therefore solar access from the North is not possible for the rear neighbouring homes or the courtyard between the homes. Figure 4 shows the overshadowing caused by the tree taken on June 3, 2022.

  - The outdoor living areas of the neighbouring properties face South East (front units) and North West (rear units). This results in them having solar access in the morning and afternoon respectively. This existing solar access is preserved by our proposal.

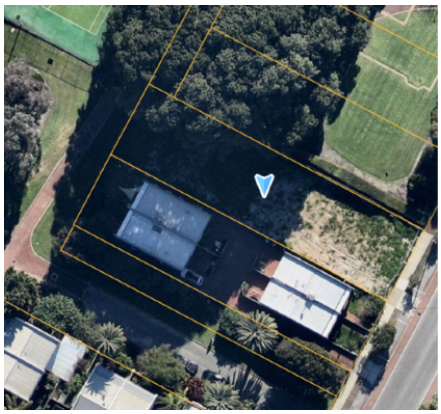

Figure 4. Overshadowing of 107 Palmerston St. caused by the Fig tree in Robertson Park June 3, 2022.

  - The neighbouring properties are setback only 1m from their North boundary. This proximity means that their North facing walls will be shaded regardless of our overshadowing percentage. Overshadowing of 20% or 60% will have the same shading effect on the North facing walls, therefore meeting the deemed to comply value of 50% would not achieve the desired outcome of the Design Principles.

  - All the North facing windows on the rear neighbouring unit are overshadowed by the Fig tree in Robertson Park (Figure 4). Our development will not cast any additional overshadowing on the rear unit.

  - The front RHS unit has one major opening facing North. (The other large window on the North is located on the staircase landing and is therefore not a major opening). We have preserved North facing solar access to the major opening of the front unit with a 5.6m wide gap between our units which is aligned with the window in question (Figure 5.) This room also has an additional window facing North West so it will have ample solar access during various times of the day.

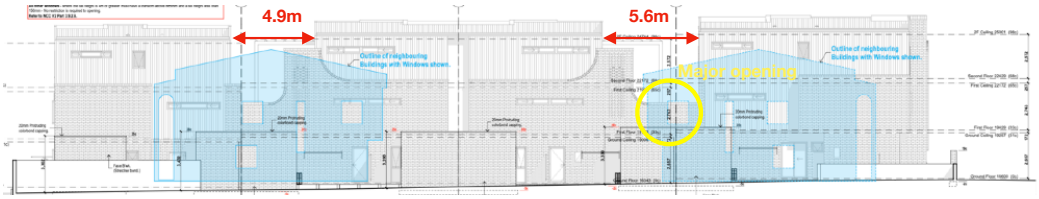

Figure 5. Location of neighbouring property windows in relation to the proposed development. The yellow circle shows the only major opening with existing North facing solar access.

- Table 2. Summarises how we have satisfied the Design Principles of R-Codes Clause 5.4.2.

P2.1 Effective solar access for the proposed development and protection of the solar access	Our proposed development has provided North access to all living areas, master bedrooms and courtyards. Actual solar access is limited by overshadowing caused by the neighbouring Fig tree in Robertsons Park.
P2.2 Development designed to protect solar access for neighbouring properties taking account the potential to overshadow existing:	
-Outdoor Living areas;	Existing Outdoor Living areas are located to the North West and South East of the neighbouring properties. These are not overshadowed by our development, therefore the neighbours existing solar access is protected.
-North facing major openings to habitable rooms, within 15 degrees of north in each direction; or	There is only one major opening to a habitable room on the North side of the neighbouring property that currently has solar access. We have protected this access by creating a sizeable gap between our proposed units.
- roof mounted solar collectors.	There are no roof mounted solar collectors on the neighbouring properties. Actual overshadowing at the roof height does not overshadow the neighbouring roofs.

Table 2.

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3. BUILDING HEIGHT

3.1 The November 2022 Council Meeting minutes expressed the following comments in relation to the proposed building height

d) Clause 5.3 of the Built Form Policy and Clause 5.1.6 of the R Codes in relation to Building Height. The proposed building height would contribute towards adversely affecting the amenity of the neighbouring property as outlined in Reason 2b;

- Under the City of Vincent Built Form Policy the maximum allowable height for the base of a skillion roof is 9m. The maximum height for a concealed roof under this policy is 10m. Our proposal has heights of 9.11m, 9.2 and 9.28m. The developer is willing to conceal the roof along the SW side in order to comply with the Built form Policy. However this would result in a taller overall height which despite meeting 'Deemed to Comply' standards would be counterproductive.

- The developer considered sinking the development by 200mm. However this would require excavation within the Significant Tree root zone which according to Arboreal advice would damage surface roots and impact the health of the tree.

- To decrease the overall building height we have deliberately used a low roof pitch. As a result the 3 storey development will only be around 1m taller than the adjoining 2 storey properties.

4. CHARACTER AND COMPATABILITY OF SETTING

4.1 The November 2022 Council Meeting minutes expressed the following comments in relation to the character and compatibility of the setting.

2a) Is not physically compatible with its setting nor with the adjoining development (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015); and

b) Would have an adverse and detrimental impact on the amenity and character of the locality (Clause 67(2)(n) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.

- The proposal has been assessed by the City of Vincent Design Review Panel. This process included the compilation of a Context and Streetscape Analysis and assessment against the "Good Design Principles".

- The Context and Streetscape Study analysed:

  - Location;
  - Scale, height and built form character of the neighbourhood;
  - Architectural Character and Dominant Materials;
  - Architectural Style and Composition;
  - Typical Roof Scape and Forms of Roof;
  - Landscape Character;
  - Front setback treatment, fencing and front garden characteristics;
  - Character of spaces between buildings; and
  - Relationship between proposed and adjoining buildings

- The design experts on the Design Review Panel considered all aspects of the context and streetscape study when assessing the proposed design. Additionally, the panel have supported the development under the principles of:

  - Context & Character;
  - Landscape Quality;
  - Built form and Scale;
  - Functionality and Build Quality;
  - Amenity;
  - Legibility;
  - Safety;
  - Community and;
  - Aesthetics

- The required involvement of the Design Review Panel acknowledges the significance of the proposed site. The panel's input has influenced the design of the development through several rounds of reviews and modifications. Their support contradicts the suggestion that the

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28 December 2022

development is not physically compatible with its setting or that it would have an adverse and detrimental impact on the amenity and character of the locality.

CONCLUSION

The developer has considered the concerns voiced by the council and community members. Modifications have been made to alleviate these concerns by increasing front and side setbacks of the development, adding more trees and improving the landscape.

It is hoped that the council recognises that the quantity of variations sought in this application is due to the unique challenges presented by the site, specifically those related to protecting the adjacent Tree of Significance. For this reason we are seeking approval based on Design Principles rather than Deemed to Comply requirements. The developer believes that the naturally shady nature of the site and adjoining property should be acknowledged when assessing this application, as should the efforts made to both protect the tree and minimise impact on the neighbours.

INFORMATION SHEET

CITY OF VINCENT

What does this mean and how can I achieve this?	Applicant Comment – How I have achieved this objective
Environmental Impact *Development that considers the whole of life environmental impact of the building and incorporates measures to reduce this impact.*	
The environmental impact of developments can be impact by considerations such as building orientation, design and construction materials. Construction materials which are durable and are low maintenance generally have a low environmental impact. Some examples of building materials and design choices with reduced environmental impacts include: • Incorporating an east-west orientation (where possible); • Minimising the extent of the building footprint; • Incorporating good solar-passive design; • Reverse brick veneer (internal thermal mass, external insulation); • Low emission concrete; • Lightweight, recycled, non-toxic, minimally processed and recyclable materials; • Gabion walls filled with demolition waste; • High quality (durable), energy and water saving fixtures and fittings (such as reversible ceiling fans, water efficient taps and toilets); and • Installation of appropriate and effective insulation.	- Our proposal has a SE/ NW orientation which allows for our units to take advantage of the Northerly aspect, improving passive solar performance. - The development has been sited in a way to protect the root zone of the neighbouring significant Moreton Bay Fig tree, including permeable paving for the majority of the driveway. A arboreal report has specified construction conditions to minimise the impact on the tree and its root system. - Solar passive design principles have been used including North facing living areas, cross ventilation and deciduous green roof plantings to the garden terraces. - Rather than building adjoining terraces the units have been spaced in a way to preserve some solar aspect and air flow to the neighbouring properties. - The development uses recycled bricks and reverse brick veneer to improve thermal performance. -Water efficient toilets and water fixtures have been specified as well as energy efficient appliances . - The landscaping plan includes a selection of native plants and groundcovers while considering the microclimate of the site. - R 4.0 insulation is included throughout with additional R 2.0- 2.7 insulation in the walls. Cavity insulation has been added where needed. - Smart glass has been used in Unit 1 to improve solar performance. - Ample on structure planting opportunities have been included to add a biophilic element to the design, complimenting the surrounding environment.
Thermal Performance *Development that optimises thermal performance of the building throughout the year through design elements and material selection.*	
Thermal performance relates to the efficiency of buildings and materials to retain or transmit heat. In summer, a development with poor thermal performance will often absorb and retain more heat, resulting in the inside of the building feeling hotter. Design elements which can assist with achieving a high level of thermal performance relate to solar-passive design and includes the orientation and layout of the building, the placement of thermal mass, and the use of insulation. Material selection which can assist with achieving a high level of thermal performance can include those which have thermal mass (such as concrete, brick, tile, rammed earth) and insulation properties (such lightweight cladding, wood, recycled plastic composite, range of insulation materials, strategic use of air gaps).	- The solar passive layout of the development has helped it achieve a 6 star energy rating. This has been aided by - light coloured roof - reverse brick veneer - Seals to all external doors and windows - Self closing dampers to exhaust fans - Cavity insulation to some areas of double brick construction - Smart glass to some Unit 1 windows - Ample cross ventilation to capture SW breezes

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CITY OF VINCENT

What does this mean and how can I achieve this?	Applicant Comment – How I have achieved this objective
Solar Passive Design *Development shall incorporate site planning principles that maximise solar passive design opportunities for both summer and winter*	
Where the long axis of building runs east-west, the majority of glazing being provided to the north, with limited glazing provided to the east and west; and/or The inclusion of a central light well or courtyard can help to maximise access to northern light.	Majority of the glazing has been provided along the North- Easterly aspect. Unit 1 is subjected to some significant solar gain so Smart Glass has been specified for the affected windows.
Sunlight and Ventilation *The provision of natural ventilation and daylight penetration to reduce energy consumption*	
• Rooms provided with ventilation openings on both sides to allow cross-flow of air; • Maximum glazing provided to north-facing living areas; • Bedrooms being located on the south; and/or • Utility rooms and garages being located on east and west sides of a dwelling.	-All habitable rooms have ample ventilation and natural light. -Highlight windows have been provided on the SW side to capture summer breezes and create cross ventioation. -The units have small footprints and are at a maximum 7m deep from the Northerly aspect, resulting in ample natural light penetration and efficient natural cooling from breezes.
Solar Heating *The provision of daytime areas with north-facing glazing to allow passive solar heating during winter*	
• Up to 80% of the glazing provided to north facing living areas being unshaded in winter, and fully shaded by external structures in summer.	- The living areas have a N/S orientation allowing access to winter sun along one side of the room. This creates zones of winter warmth while maintaining a temperature/ shade transition within the space. Occupants can move within this zone to choose their personal level of comfort. - Many of the North facing living areas are shaded by the significant tree to the NW
Cross Ventilation *The provision of openable windows and/or ceiling fans to habitable rooms or occupied spaces that allow natural and cross ventilation*	
• Windows located on north and south side of the dwelling being openable to utilise cooling breezes in summer; and/or • Reversible ceiling fans facilitate cooling in summer and improve air dispersion for more efficient heating in winter.	-Cross ventilation windows have been incorporated along the South side to aid in cross ventilation. - The shallow depth of the homes ensures the breezes will flow easily through the whole house, reaching all rooms.
Water Re-use *The provision of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications*	
• Rainwater captured in tank/s above or below ground and plumbed into toilet and laundry; • Greywater used for garden irrigation, or hand basin draining into toilet cistern for flushing; and/or • Soft landscaping is maximised to increase on-site stormwater infiltration.	- Water wise plants have been selected where appropriate in the landscaping plan. Lawns have been kept to a minimum. - Majority of the driveway consists of permeable paving to increase stormwater infiltration.

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CITY OF VINCENT

What does this mean and how can I achieve this?	Applicant Comment – How I have achieved this objective
Solar Gain *Incorporation of shading devices to reduce unwanted solar gain in summer and increase passive solar gain in winter*	
• Eaves, pergolas and other external shade structures designed to the correct depth to provide 0% shading in mid-winter and 100% shading in mid-summer. • Such structures may also be movable, (e.g. mobile screens and adjustable pergolas) to allow increased control over light and heat gain.	- Many of the North facing living areas are shaded by the significant tree to the NW - Some overhangs have been provided to West and East facing windows in Units 1 & 4. - Modelling has shown that the addition of additional shade awnings to N facing windows causes a negative impact on the energy rating in most cases. - Pergolas with deciduous vines over the garden terraces will reduce solar gain in Summer and allow solar access in winter.
Energy Consumption *Integration of renewable energy and energy storage systems to optimise energy consumption.*	
• Solar photovoltaic system (with or without battery storage) for electricity generation; • Solar or heat pump hot water system; and/or • Smart-wired home to enable automated diversion of excess solar energy to power air conditioners and other appliances and reduce energy use at other times.	Energy efficient appliances have been specified
Solar Absorptance ***Flat roof*** *structures that are not visible from the street or adjacent properties shall have a maximum solar absorptance rating of 0.4* or ***Pitched roof*** *structures or roof structures that are visible from the street or adjacent properties shall have a maximum solar absorptance rating of 0.5, unless a suitable alternative is identified in the Urban Design Study*	
Solar absorptance rating is a measure of how much solar energy a material absorbs and therefore how hot it gets when exposed to the sun. A rating of zero means no absorption and the material remains cool. A rating of 1 is 100% absorption and the material becomes very hot. As a general rule, light roof colours have lower absorptance values than dark roof colours. Roofing material suppliers can provide the absorptance values of their colour range. Roofs that are visible from the street or adjacent properties are permitted a higher absorptance value because lighter colours (which have lower absorptance values) may be visually less comfortable for some neighbours.	- Flat, light coloured roofing has been chosen -Much of the roof will be shaded by the adjacent tree, reducing solar absorptance. - The darker wall colours used for the upper floor levels are compensated by the reverse brick veneer used and the wall insulation added.

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What does this mean and how can I achieve this?	Applicant Comment – How I have achieved this objective
Environmental Performance Demonstrate that the development is capable of achieving the following performance standards when compared against the Perth statistical average for residences: • 50% reduction in global warming potential (greenhouse gas emissions); and • 50% reduction in net fresh water use. The acceptable method for demonstrating this is an independently reviewed EN15978 compliant Target Setting life cycle assessment (LCA) with a 20% factor of safety applied to improvement strategies	
Applications for new Single Houses and Grouped Dwellings should be accompanied by a target setting LCA which measures the environmental performance of the building over its lifetime, to understand how the design contribute towards reduced environmental impacts. You can find an LCA assessor by contacting the Australian Life Cycle Assessment Society (ALCAS) or by doing a general internet search. Please ensure that you or the assessor you engage use methodologies compliant with: • Environmental standard EN15978 – Sustainability of construction works – Assessment of environmental performance of buildings – Calculation method; and • That the system boundary includes all Life Cycle Modules (A1-2, B1-7, C1-4 and D) in addition to non-integrated energy (plug loads). As an alternative to the LCA for Single and Grouped Dwellings, the City may accept an 8 star NatHERS rating, in conjunction with the development meeting the other local housing objectives listed above. The City can also consider other environmental sustainable design reports, however it is recommended these be discussed with the City prior to engaging someone, to ensure that the report will be accepted by the City.	A Life Cycle Assessment has not yet been performed.

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

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Building Energy Efficiency Certificate - New Dwelling

modus compliance pty ltd

Site Details

Prepared for:	Tam
Address:	Unit 1, 109 Palmerston Street, Perth
Local Government Area:	City of Perth
Description of Building Works:	Class 1A Dwelling

Report Details

Modus Ref:	C22-0136
Report Revision:	1
Report Date:	14/09/2022

Assessment Details

Climate Zone:	5
Conditioned Floor Area:	188.6 m2
Unconditioned Floor Area:	52.0 m2
Adjusted Proposed Cooling:	42.5 MJ/m2
Adjusted Proposed Heating:	26.8 MJ/m2
Adjusted Total:	69.3 MJ/m2
Software:	BERS Pro Plus V4.4.1.5

Unit 13
127 Herdsman Parade
Wembley
WA 6014
PO Box 222
Como WA 6952
t 08 9444 5922
w www.modcom.net.au
e info@modcom.net.au

6.0 Stars

★★★★★★

Certified By

N. Muscat

Natasha Muscat
Assistant Building Surveyor

Verification

To verify this rating report, scan the QR code

KMART NATIONAL SUPPLIER OF THE YEAR; Cost Savings 2015

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ACN 144 967 920

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Building Energy Efficiency Certificate - New Dwelling

modus compliance pty ltd

Site Details

Prepared for:	Tam
Address:	Unit 2, 109 Palmerston Street, Perth
Local Government Area:	City of Perth
Description of Building Works:	Class 1A Dwelling

Report Details

Modus Ref:	C22-0136
Report Revision:	1
Report Date:	14/09/2022

Assessment Details

Climate Zone:	5
Conditioned Floor Area:	144.7 m2
Unconditioned Floor Area:	51.5 m2
Adjusted Proposed Cooling:	36.3 MJ/m2
Adjusted Proposed Heating:	33.7 MJ/m2
Adjusted Total:	70.0 MJ/m2
Software:	BERS Pro Plus V4.4.1.5

Unit 13
127 Herdsman Parade
Wembley
WA 6014
PO Box 222
Como WA 6952
t 08 9444 5922
w www.modcom.net.au
e info@modcom.net.au

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Certified By

N. Muscat

Natasha Muscat
Assistant Building Surveyor

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Building Energy Efficiency Certificate - New Dwelling

Site Details

Prepared for:	Tam
Address:	Unit 3, 109 Palmerston Street, Perth
Local Government Area:	City of Perth
Description of Building Works:	Class 1A Dwelling

Report Details

Modus Ref:	C22-0136
Report Revision:	1
Report Date:	14/09/2022

Assessment Details

Climate Zone:	5
Conditioned Floor Area:	145.4 m2
Unconditioned Floor Area:	49.1 m2
Adjusted Proposed Cooling:	38.1 MJ/m2
Adjusted Proposed Heating:	30.2 MJ/m2
Adjusted Total:	68.3 MJ/m2
Software:	BERS Pro Plus V4.4.1.5

Unit 13
127 Herdsman Parade
Wembley
WA 6014
PO Box 222
Como WA 6952
t 08 9444 5922
w www.modcom.net.au
e info@modcom.net.au

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Certified By

N. Muscat

Natasha Muscat
Assistant Building Surveyor

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14 September 2022

Building Energy Efficiency Certificate -

New Dwelling

Site Details

Prepared for:	Tam
Address:	Unit 4, 109 Palmerston Street, Perth
Local Government Area:	City of Perth
Description of Building Works:	Class 1A Dwelling

Report Details

Modus Ref:	C22-0136
Report Revision:	1
Report Date:	14/09/2022

Assessment Details

Climate Zone:	5
Conditioned Floor Area:	163.2 m2
Unconditioned Floor Area:	49.1 m2
Adjusted Proposed Cooling:	36.3 MJ/m2
Adjusted Proposed Heating:	31.9 MJ/m2
Adjusted Total:	68.2 MJ/m2
Software:	BERS Pro Plus V4.4.1.5

Unit 13
127 Herdsman Parade
Wembley
WA 6014
PO Box 222
Como WA 6952
t 08 9444 5922
w www.modcom.net.au
e info@modcom.net.au

6.1 Stars

★★★★★★☆

Certified By

Natasha Muscat
Assistant Building Surveyor

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Energy Specification

BCA 2019 Amdt 1 Vol Two Part 3.12.0(a)(i) - Class 1 building, complying with

3.12.1.1	Building fabric thermal insulation	✓
3.12.1.2(c)	Roofs - Thermal break	
3.12.1.2(e)	Roofs - Loss of ceiling insulation (calculated in software)	✓
3.12.1.4(d)	External walls - Thermal break	
3.12.1.5(c)	Floors - In-slab or in-screed heating or cooling system	
3.12.3.1	Building sealing - Chimneys and flues	
3.12.3.2	Building sealing - Roof lights	
3.12.3.3	Building sealing - External windows and doors	✓
3.12.3.4	Building sealing - Exhaust fans	✓
3.12.3.5	Building sealing - Construction of ceilings, walls and floors	✓
3.12.3.6	Building sealing - Evaporative coolers	
3.12.5.1	Services - Insulation of services	✓
3.12.5.2	Services - Central heating water piping	✓
3.12.5.3	Services - Heating and cooling ductwork	
3.12.5.4	Services - Electric resistance space heating	
3.12.5.5	Services - Artificial lighting (calculations attached)	✓
3.12.5.6	Services - Water heater in a heated water supply system	✓
3.12.5.7	Services - Swimming pool heating and pumping	
3.12.5.8	Services - Spa pool heating and pumping	
WA 2.3.1	Water use efficiency	✓
WA 2.3.2	Swimming pool covers and blankets	
WA 2.3.3	Heated water use efficiency	✓

NOTE: Raised walls between ceiling heights & upstands of coffered ceilings to be insulated

Roof	*Added Insulation*	*System Value*	*Detail*
Metal deck	None	n/a	As per attached plans

Ceiling	*Added Insulation*	*System Value*	*Detail*
Plasterboard	R4.0	n/a	As per attached plans

Skylights	*Glass*	*U-Value*	*SHGC*	*Detail*
n/a				

External Wall	*Added Insulation*	*System Value*	*Detail*

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Single leaf brick	None	n/a	As per attached plans
Cavity brick	Aircell permicav (or equivalent)	R1.8	As per attached plans
Cavity brick	None	n/a	As per attached plans
Reverse brick veneer	R2.7	n/a	Unit 1
Reverse brick veneer	R2.0	n/a	Unit 2-4

Internal Wall	*Added Insulation*	*System Value*	*Detail*
Single leaf brick	None	n/a	As per attached plans

External Floor	*Added Insulation*	*Floor Covering*	*Detail*
Concrete	None	None	As per attached plans
Concrete	None	Ceramic Tiles	As per attached plans
Concrete	None	Not Specified	As per attached plans
Suspended Concrete	None	Not Specified	As per attached plans

Internal Floor	*Added Insulation*	*Floor Covering*	*Detail*
Suspended Concrete	None	Ceramic Tiles	As per attached plans
Suspended Concrete	None	Not Specified	As per attached plans

Window System	*Glass*	*U-Value*	*SHGC*	*Detail*
Jason premium awning window	Single clear	6.57	0.63	As per attached plans
Jason premium fixed window	Single clear	6.45	0.78	As per attached plans
Jason premium sliding window	Single clear	6.60	0.74	As per attached plans
Jason premium sliding door	Single clear	6.12	0.70	As per attached plans

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Jason benchmark hinge door	Single clear	6.03	0.59	As per attached plans
Jason premium fixed window	4SP10	4.57	0.70	Unit 1 W06, W07, W10, W14
Jason premium sliding window	4SP10	4.68	0.66	Unit 1 W09, W15
Jason premium awning window	4SP10	5.12	0.57	Unit 1 W05

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PART 3.12.1 - BUILDING FABRIC

3.12.1.1 Building fabric thermal insulation

(a) Where required, insulation must comply with AS/NZS 4859.1 and be installed so that it -
  (i) Abuts or overlaps adjoining insulation other than at supporting members such as columns, studs, noggings, joists, furring channels and the like where the insulation must butt against the member; and
  (ii) Forms a continuous barrier with ceilings, walls, bulkheads, floors or the like that inherently contribute to the thermal barrier
  (iii) Does not affect the safe or effective operation of a domestic service or fitting

(b) Where required, reflective insulation must be installed with -
  (i) The necessary airspace, to achieve the required R-Value between a reflective side of the reflective insulation and a building lining or cladding; and
  (ii) The reflective insulation closely fitted against any penetration, door or window opening; and
  (iii) The reflective insulation adequately supported by framing members; and
  (iv) Each adjoining sheet or roll membrane being -
    (A) Overlapped not less than 150mm; or
    (B) Taped together

(c) Where required, bulk insulation must be installed so that -
  (i) It maintains its position and thickness, other than where it crosses roof battens, water pipes, electrical cabling or the like; and
  (ii) In a ceiling, where there is no bulk insulation or reflective insulation in the external wall beneath, it overlaps the external wall by not less than 50mm

PART 3.12.3 - BUILDING SEALING

3.12.3.3 External windows and doors

(a) An external door, internal door between a class 1 building and an unconditioned class 10a building, openable window and other such opening must be sealed

(b) A seal to restrict air infiltration -
  (i) For the bottom edge of a door, must be a draft protection device; and
  (ii) For the other edges of a door or the edges of an openable window or other such opening, may be a foam or rubber compressible strip, fibrous seal or the like

(c) A window complying with the maximum air infiltration rates specified in AS 2047 need not comply with (b)(ii)

3.12.3.4 Exhaust fans

An exhaust fan must be fitted with a sealing device such as a self-closing damper, filter or the like

3.12.3.5 Construction of roofs, walls and floors

(a) Ceilings, walls, floors and any opening such as a window frame, door frame, roof light frame or the like must be constructed to minimise air leakage in accordance with (b) when forming part of the external fabric

(b) Construction required by (a) must be -

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(i) Enclosed by internal lining systems that are close fitting at ceiling, wall and floor junctions; or

(ii) Sealed at junctions and penetrations with -

(A) Close-fitting architrave, skirting or cornice; or

(B) Expanding foam, rubber compressive strip, caulking or the like

PART 3.12.5 - SERVICES

3.12.5.1 Insulation of services

Thermal insulation for central heating water piping and heating and cooling ductwork must -

(a) Be protected against the effects of weather and sunlight; and

(b) Be able to withstand the temperatures within the piping or ductwork; and

(c) Use thermal insulation material in accordance with AS/NZS 4859.1

3.12.5.2 Central heating water piping

Central heating water piping that is not within a conditioned space must be thermally insulated to achieve the minimum material R-Value in accordance with table 3.12.5.1

3.12.5.6 Water heater in a heated water supply system

A water heater in a heated water supply system must be designed and installed in accordance with part B2 of NCC Volume Three - Plumbing Code of Australia

WA 2.3 - ACCEPTABLE CONSTRUCTION PRACTICE

WA 2.3.1 Water use efficiency

(a) All tap fittings other than bath outlets and garden taps must be a minimum of 4 stars WELS rated

(b) All showerheads must be a minimum of 3 stars WELS rated

(c) All sanitary flushing systems must be a minimum of 4 stars WELS rated dual flush

WA 2.3.3 Heated water use efficiency

All internal heated water outlets (such as taps, showers and washing machine water supply fittings) must be connected to a heater water system or a re-circulating heated water system with pipes installed and insulated in accordance with AS/NZS 3500: Plumbing and Drainage Part 4 Heated Water Services. The pipe from the heater water system or re-circulating heated water system to the furthest heated water outlet must not be more than 20m in length or 2 litres of internal volume

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Lighting Calculator

BCA Volume Two Part 3.12.5.5 Artificial Lighting

(a) The lamp power density or illumination power density of artificial lighting, excluding heaters that emit light, must not exceed the allowance of -
  (i) 5 W/m^2 in a class 1 building; and
  (ii) 4 W/m^2 on a verandah, balcony or the like attached to a class 1 building; and
  (iii) 3 W/m^2 in a class 10a building associated with a class 1 building

(b) The illumination power density allowance in (a) may be increased by dividing it by the relevant illumination power density adjustment factor for a control device in Part 3.12.5.5(f) as applicable

(c) When designing the lamp power density or illumination power density, the power of the proposed installation must be used rather than nominal allowances for exposed batten holders or luminaires

(d) If halogen lamps are installed, they must be separately switched from fluorescent lamps

(e) Artificial lighting around the perimeter of a building must -
  (i) Be controlled by a daylight sensor; or
  (ii) Have an average light source efficacy of not less than 40 Lumens/W

Porches & porticos with an aggregate area of less than 5m^2 to be considered under the perimeter lighting provision, as per Building Commission Advisory Note 020

	Space	Floor area (m^2)	Maximum permitted wattage
Unit 1	Class 1 building	224.1	1120.5
	Verandah, balcony or the like	28.4	113.4
	Class 10a building	43.1	129.4

	Space	Floor area (m^2)	Maximum permitted wattage
Unit 2	Class 1 building	174.6	872.8
	Verandah, balcony or the like	35.0	140.1
	Class 10a building	41.8	125.3

	Space	Floor area (m^2)	Maximum permitted wattage
Unit 3	Class 1 building	174.6	873.0
	Verandah, balcony or the like	35.0	140.1
	Class 10a building	41.8	125.3

	Space	Floor area (m^2)	Maximum permitted wattage
Unit 4	Class 1 building	192.6	963.1
	Verandah, balcony or the like	34.9	139.6
	Class 10a building	41.8	125.3

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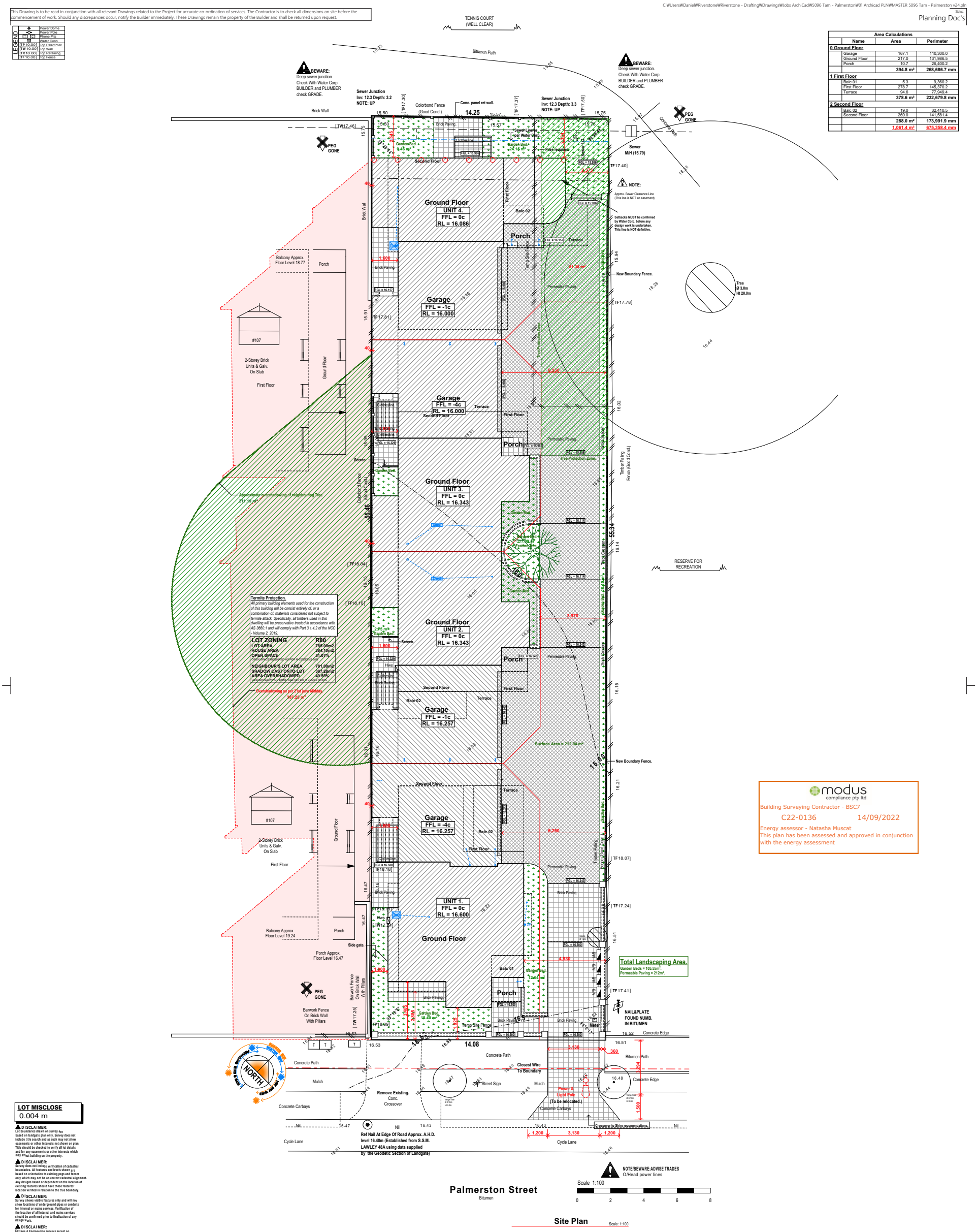
14 September 2022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C:\Users\Daniel\Riverstone\Riverstone - Drafting\Drawings\Jobs ArchiCad\5096 Tam - Palmerston\01 Archicad PLN\MASTER 5096 Tam - Palmerston v24.pln
Status: Planning Doc's
LEGEND
Power Dome
Power Pole
Phone Pits
Water Conn.
Top Pillar/Post
Top Wall
Top Retaining
Top Fence
Area Calculations
Name | Area | Perimeter
0 Ground Floor
Garage 167.1 110,300.0
Ground Floor 217.0 131,986.5
Porch 10.7 26,400.2
394.8 m² 268,686.7 mm
1 First Floor
Balc 01 5.3 9,360.2
First Floor 278.7 145,370.2
Terrace 94.6 77,949.4
378.6 m² 232,679.8 mm
2 Second Floor
Balc 02 19.0 32,410.5
Second Floor 269.0 141,581.4
288.0 m² 173,991.9 mm
1,061.4 m² 675,358.4 mm
TENNIS COURT (WELL CLEAR)
Bitumen Path
BEWARE: Deep sewer junction. Check With Water Corp BUILDER and PLUMBER check GRADE.
Sewer Junction Inv: 12.3 Depth: 3.2 NOTE: UP
Sewer Junction Inv: 12.3 Depth: 3.3 NOTE: UP
Brick Wall
Colorbond Fence (Good Cond.)
Conc. panel ret wall.
14.25
PEG GONE
Sewer Levels per Water Corp.
Pers required.
Sewer M/H (15.79)
Concrete path
NOTE:
Approx. Sewer Clearance Line (This line is NOT an easement)
Setbacks MUST be confirmed by Water Corp. before any design work is undertaken. This line is NOT definitive.
Ground Floor UNIT 4. FFL = 0c RL = 16.086
Porch
Terrace
Balc 02
Balcony Approx. Floor Level 18.77
Brick Paving.
Garage FFL = -1c RL = 16.000
New Boundary Fence.
Tree Ø 3.0m Ht 20.0m
Permeable Paving.
Tree Protection Zone.
#107
2-Storey Brick Units & Galv. On Slab
First Floor
Ground Floor
Garage FFL = -4c RL = 16.000
Ground Floor UNIT 3. FFL = 0c RL = 16.343
Approximate encroaching of neighbouring Tree 211.18 m²
Termite Protection.
All primary building elements used for the construction of this building will be consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the NCC - Volume 2, 2019
LOT ZONING R80
LOT AREA 788.00m2
HOUSE AREA 384.16m2
OPEN SPACE 51.07%
NEIGHBOUR'S LOT AREA 791.00m2
SHADOW CAST ONTO LOT 397.22m2
AREA OVERSHADOWED 49.58%
Overshadowing as per 21st June Midday 467.28 m²
Ground Floor UNIT 2. FFL = 0c RL = 16.343
Garage FFL = -1c RL = 16.257
Surface Area = 212.04 m²
Garage FFL = -4c RL = 16.257
Ground Floor UNIT 1. FFL = 0c RL = 16.600
Balcony Approx. Floor Level 19.24
Porch Approx. Floor Level 16.47
Side gate.
Barwork Fence On Brick Wall With Pillars
PEG GONE
Barwork Fence On Brick Wall With Pillars
Total Landscaping Area.
Garden Beds = 105.55m².
Permeable Paving = 212m².
NAIL&PLATE FOUND NUMB. IN BITUMEN
Meter
Concrete Edge
Concrete Path
Mulch
Remove Existing. Conc. Crossover
Closest Wire To Boundary
P Street Sign
Power & Light Pole (To be relocated.)
Concrete Carbays
Crossover to Shire recommendations.
Ref Nail At Edge Of Road Approx. A.H.D. level 16.48m (Established from S.S.M. LAWLEY 48A using data supplied by the Geodetic Section of Landgate)
Cycle Lane
RESERVE FOR RECREATION
Palmerston Street
Bitumen
NOTE/BEWARE:ADVISE TRADES O/Head power lines
Scale 1:100
Site Plan
Scale: 1:100
Scale 1:200
LOT MISCLOSE
0.004 m
DISCLAIMER: Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.
DISCLAIMER: Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.
DISCLAIMER: Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.
DISCLAIMER: Cottage Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.
modus compliance pty ltd
Building Surveying Contractor - BSC7
C22-0136 14/09/2022
Energy assessor - Natasha Muscat
This plan has been assessed and approved in conjunction with the energy assessment
COTTAGE SURVEYS LICENSED SURVEYORS
87-89 Guthrie Street Osborne Park, WA 6017
PO Box 1611 Osborne Park Business Centre WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au
JOB # 524052 GPS Lat: -31.941124 Long: 115.858205
CLIENT Gordan Tam ORDER # 5096
ADDRESS #109 Palmerston Street LOT Lot 100 (DP 43470)
SUBURB Perth
LGA CITY OF PERTH AREA 785m² VOL. 2599 FOL. 361
DRAWN T. Do DATE 14 Apr 22 SSA No
ROADS Bitumen KERBS Nil FOOTPATH Concrete SOIL Sand DRAINAGE Good VEGETATION Light Grass Cover
ELEC. O/Head COMMS. Yes WATER Yes GAS Check Alinta SEWER Yes COASTAL No
CITY OF VINCENT RECEIVED 14 September 2022
RIVERSTONE
A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
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W: www.riverstone.com.au
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date 9/06/2022 at 9:37 AM
Amendments: DA01-
Signatures: Client: Client: Builder:
Rev. Ref(s) N/A.
Rev No. DA 01
Job No. 5096
Dwn No. 2.02
Site Plan - New - MASTER

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

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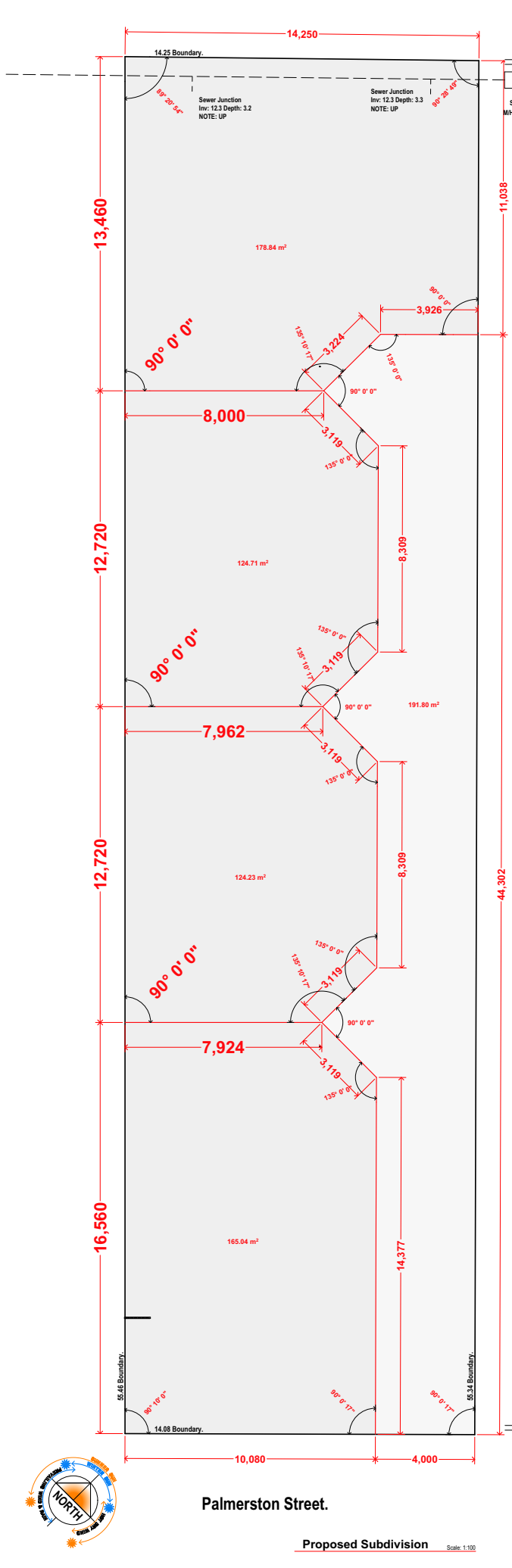
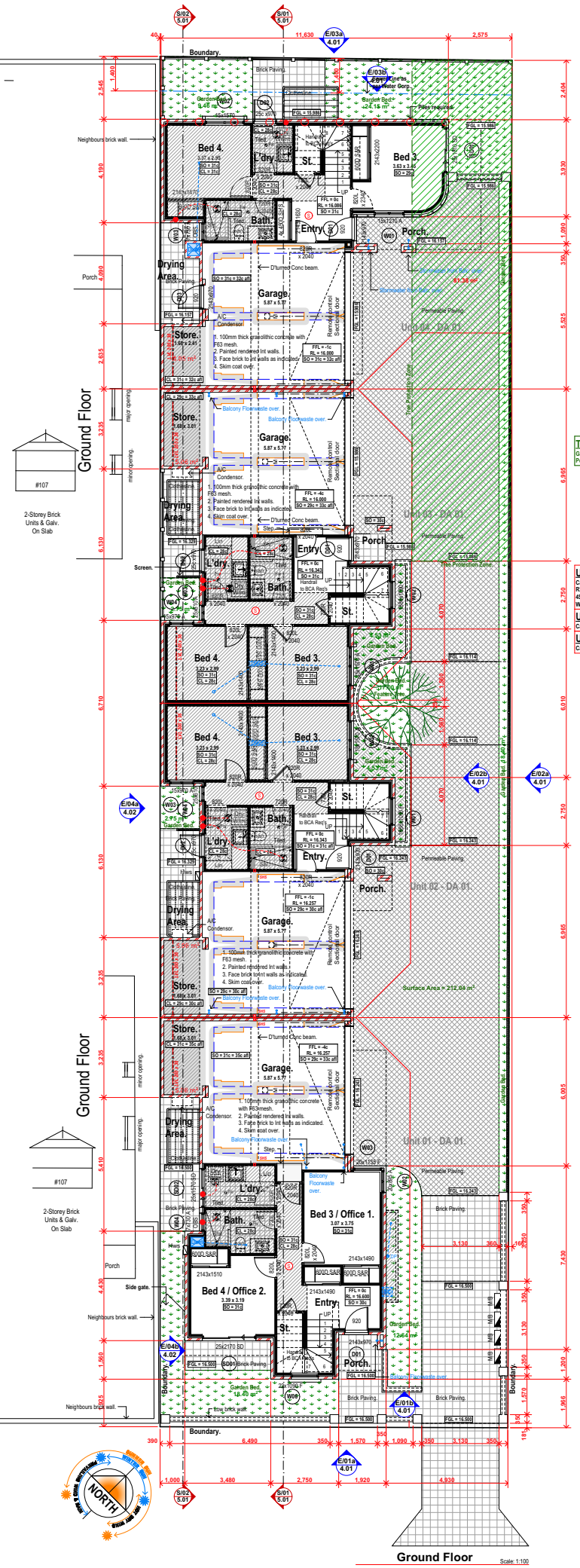
Status: Planning Doc's

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	167.1	110,300.0
	Ground Floor	217.0	131,986.5
	Porch	10.7	26,400.2
		394.8 m²	268,686.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,061.4 m²	675,358.4 mm





Total Landscaping Area.
Garden Beds = 105.55m².
Permeable Paving = 212m².

Unit 1.
Cavity insulation throughout
R2.7 insulation to framed external walls
4SP10 smart glass to W5, W6, W7, W9, W10, W14, W15, W16 & SD03

Unit 2.
Cavity insulation to ground floor.

Unit 4.
Cavity insulation to throughout.

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 citing AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Des. S.McChesney
Plot Date 12/09/2022 at 12:56 PM
Amendments:
Sheet:
Signatures:
Client:
Client:
Builder:

No. Revs N/A.
Per No. DA 01
Job No. 5096
Dwn No. 2.03

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Planning Doc's

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	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
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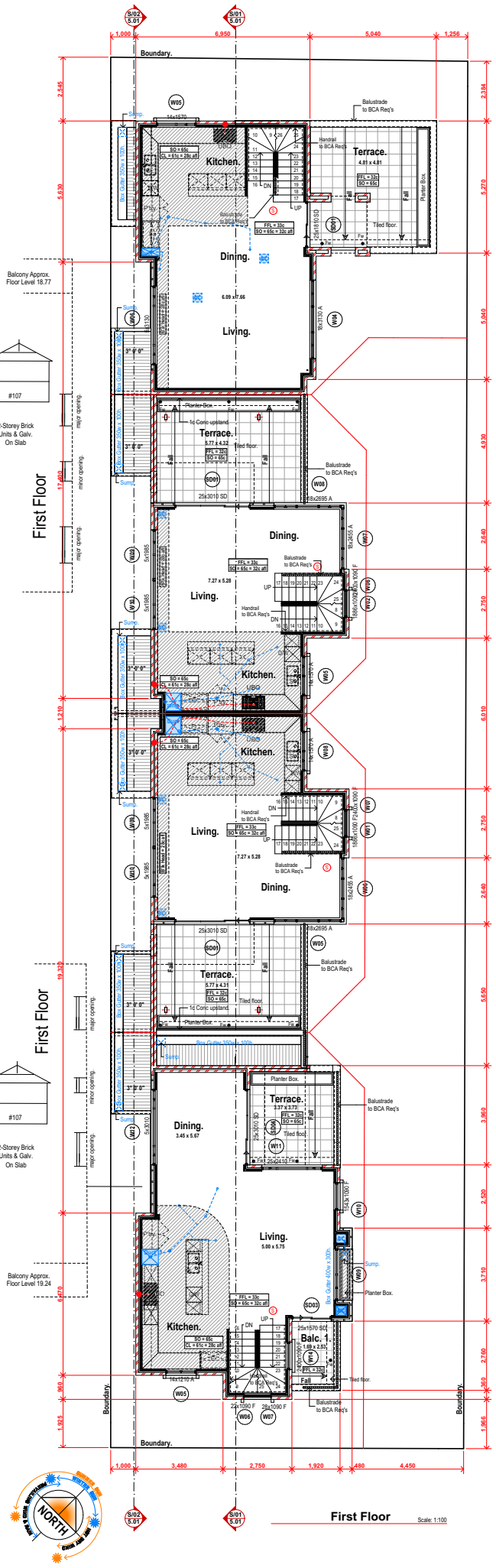

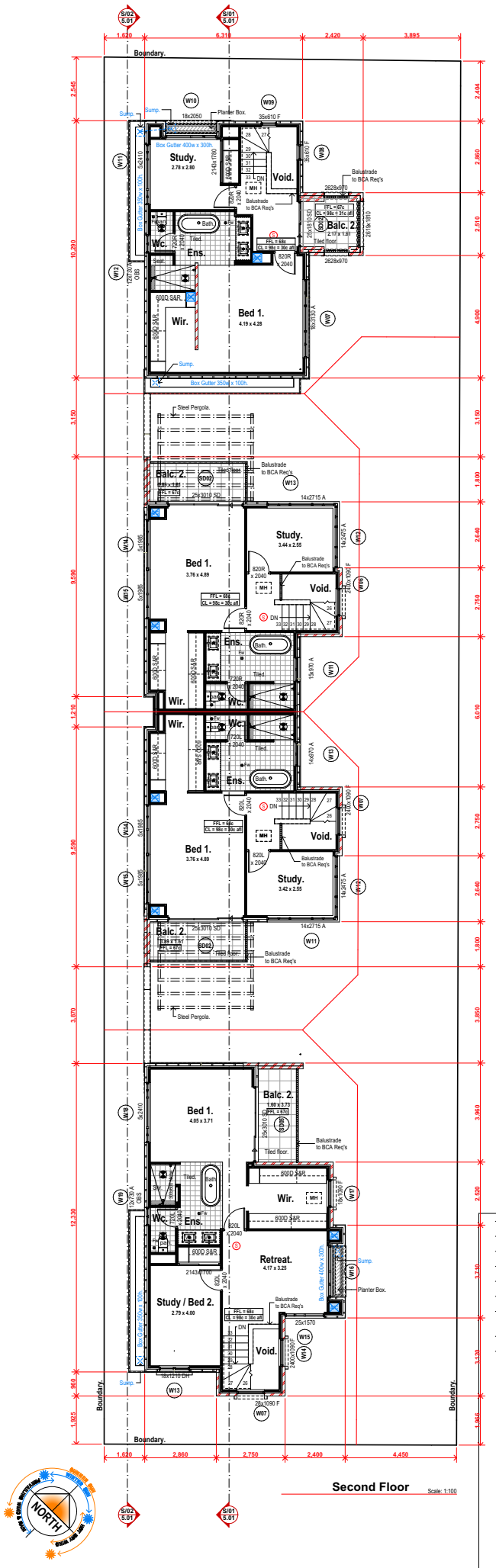

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

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Timber Framing | To comply with AS 1684

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Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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14 September 2022

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 30/06/2022 at 9:37 AM
Amendments: Date/s:

Signatures:
Client:
Client:
Builder:

Bld. Rating: N/A.
Plan No.: DA 01
Job No.: 5096
Drawn No.: 2.04

Plans - MASTER

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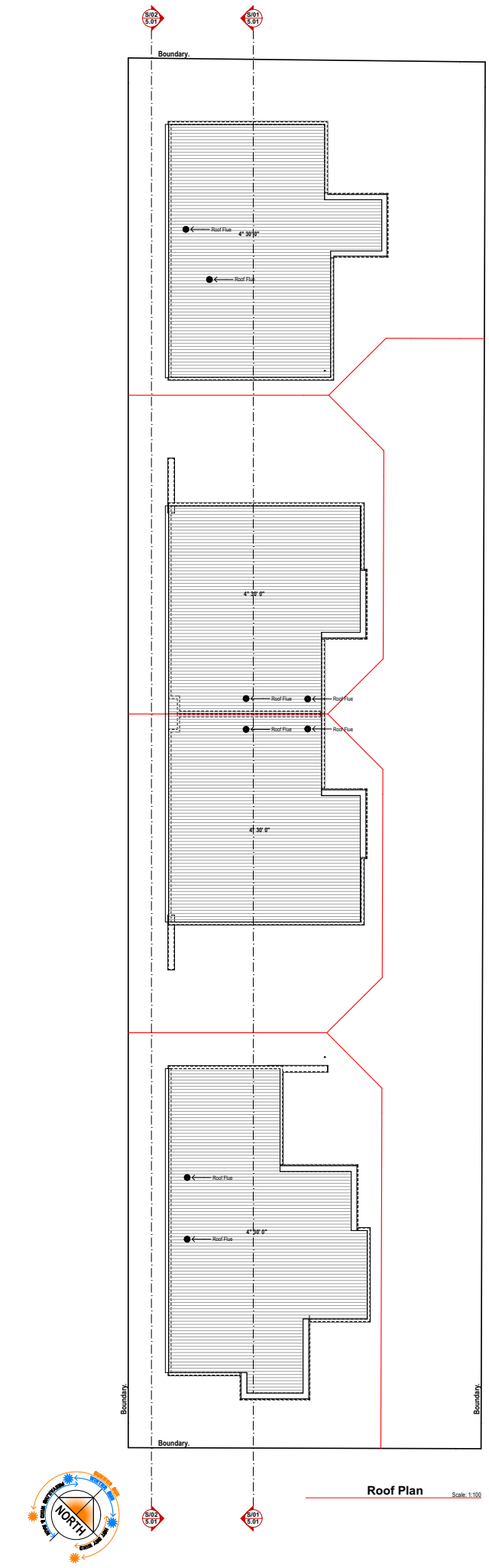
Status:
Planning Doc's

X X



Roof Plan Scale: 1:100

LEGEND

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- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
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COMPLIANCE NOTES

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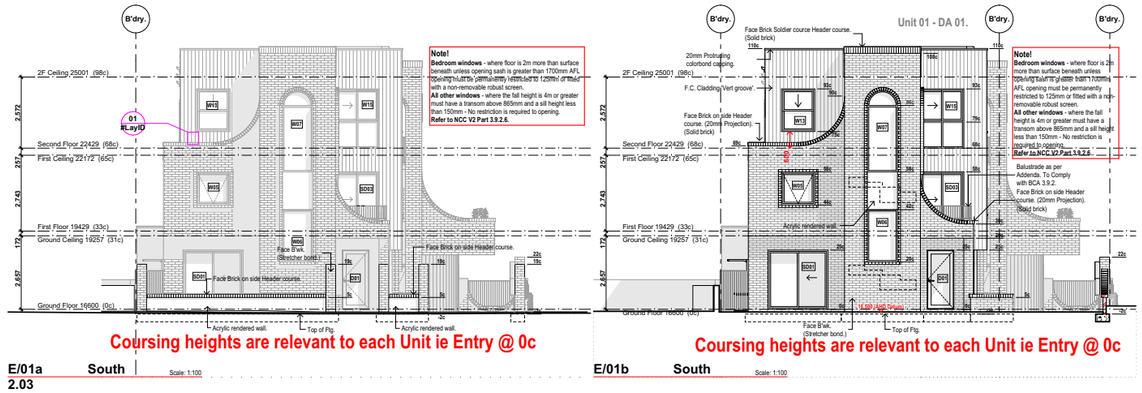
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 9/06/2022 at 9:37 AM
Amendments: DA01-

Signatures:
Client:
Client:
Builder:

Dwl. Rating: N/A.
Rev No: DA 01
Job No: 5096
Dwn No: 2.05



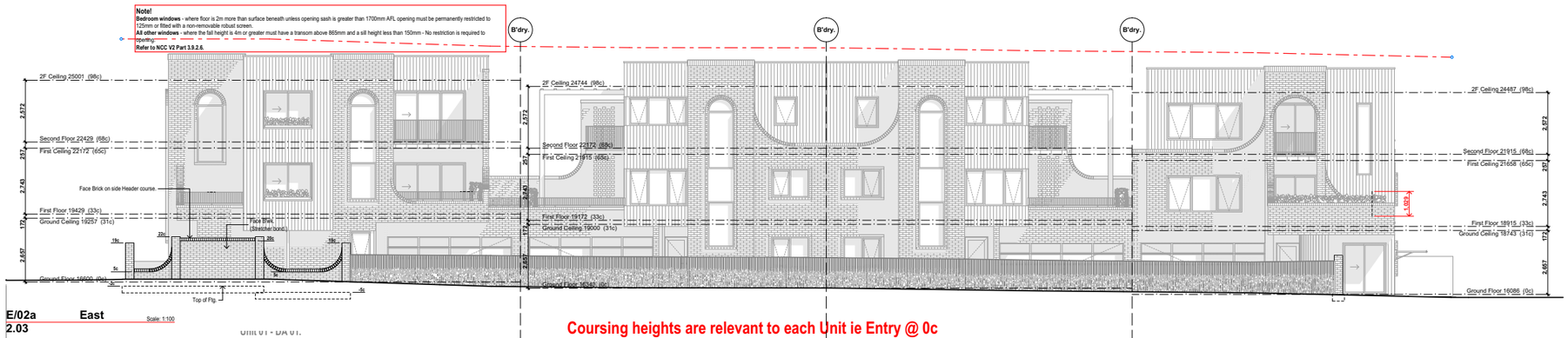
E/01a South Scale: 1:100

2.03

Coursing heights are relevant to each Unit ie Entry @ 0c

E/01b South Scale: 1:100

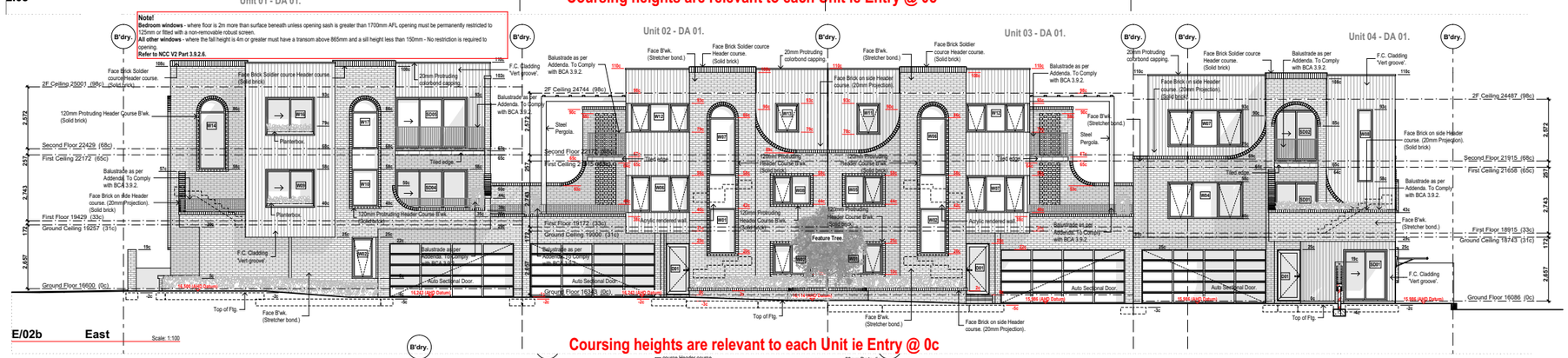
Coursing heights are relevant to each Unit ie Entry @ 0c



E/02a East Scale: 1:100

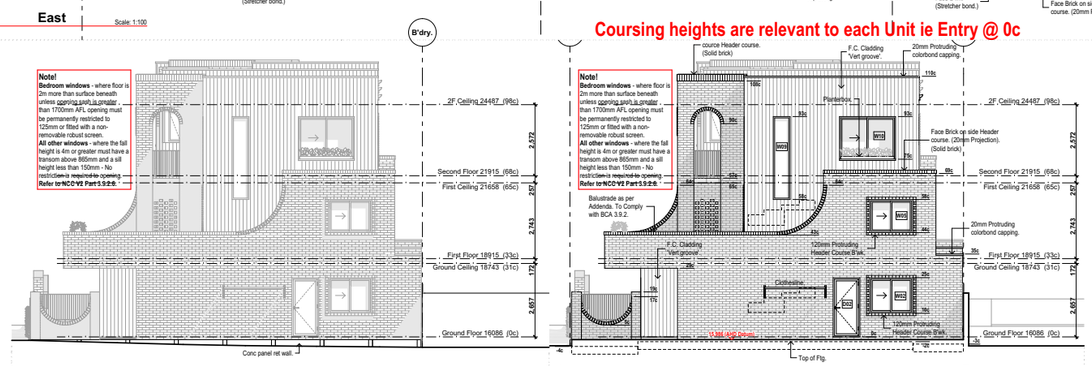
2.03

Coursing heights are relevant to each Unit ie Entry @ 0c



E/02b East Scale: 1:100

Coursing heights are relevant to each Unit ie Entry @ 0c



E/03a North Scale: 1:100

2.03

E/03b North Scale: 1:100

modus compliance pty ltd

Building Surveying Contractor - BSC7

C22-0136 14/09/2022

Energy assessor - Natasha Muscat

This plan has been assessed and approved in conjunction with the energy assessment

Elevations - MASTER DA 01

Job No. 5096

Dwg No. 4.01

Bldg Type N/A

Tam-Palmerston ST

Lot 100, (#109), Palmerston St

Perth, WA 6000

Drawn T.B.C

Checked A.HOPE, M.of Vincent

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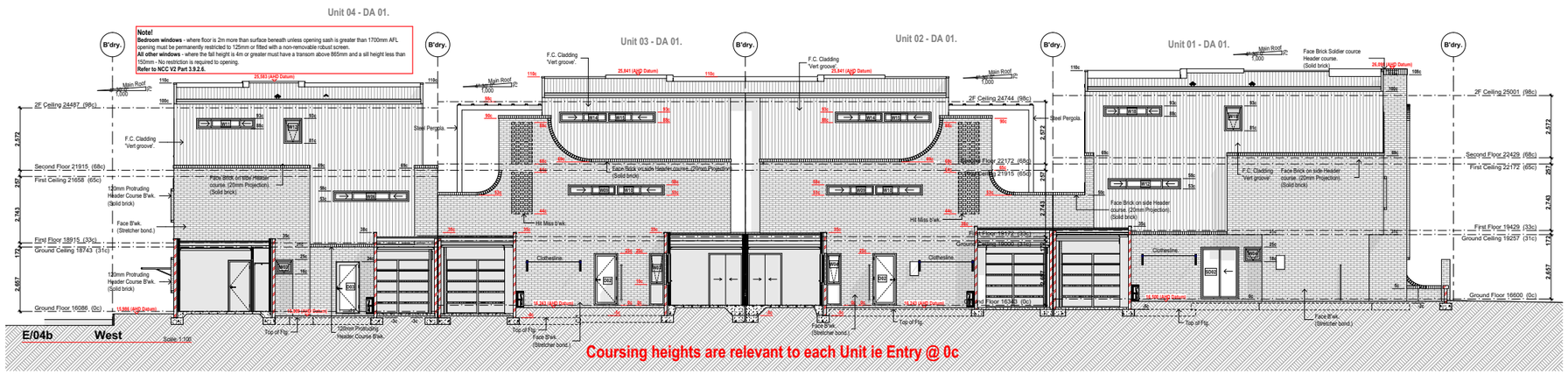

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Energy assessor - Natasha Muscat
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Elevations - MASTER
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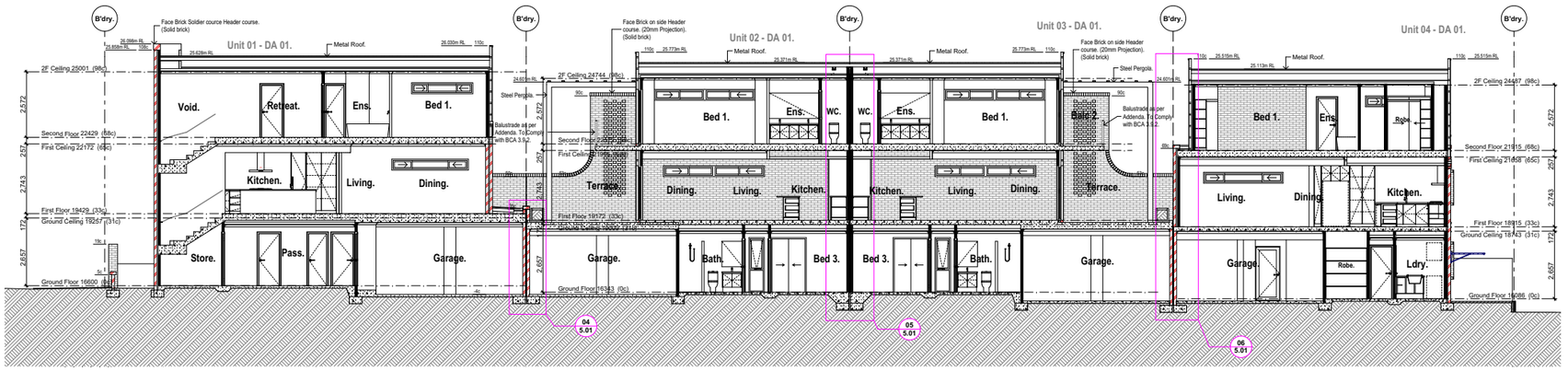

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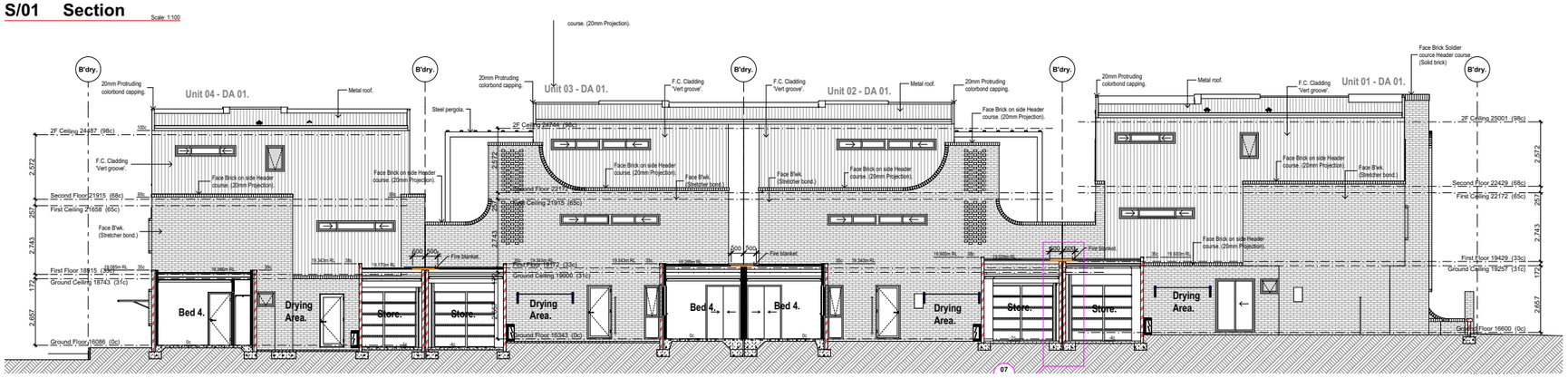

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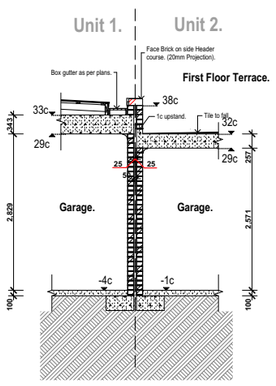

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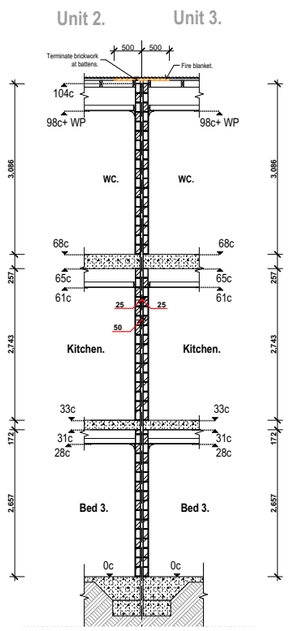

Boundary wall 2/3

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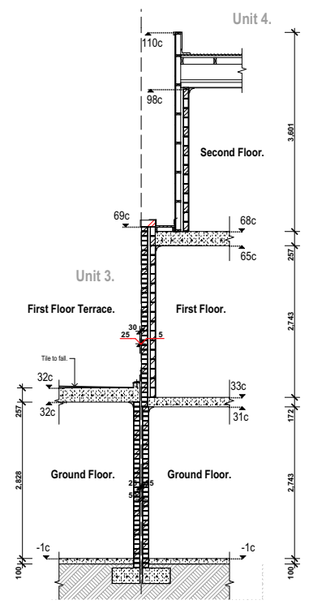
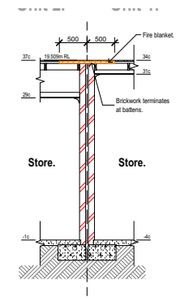


Boundary wall 3/4

Scale: 1:50



Store Boundary Wall 1/2

Scale: 1:50

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Tam-Palmerston ST
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Rev	Date	Description	Drawn	Checked
1	8.8.22	Issued for Council	SAA/CH	RM

Sections - MASTER

Dwn No.: 5.01 | Job No.: 5096 | Rev No.: DA 01 | BAL Rating: N/A

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109 Palmerston St, Perth

CONTEXT AND
STREETSCAPE
ANALYSIS

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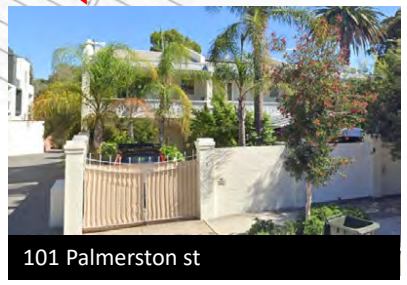
LOCATION OVERVIEW

- 109 Palmerston Street, Perth is a 785m^2 vacant block zoned R80 within the city of Vincent.
- It is characterised by its location adjacent to Robertson Park with which it shares its NE and NW boundaries.
- Robertson Park is a significant community open space housing sporting, recreation, ecological and dog exercise facilities.
- Three significant mature Moreton Bay Fig Trees are situated near the NE corner of the site. Particular care needs to be taken to avoid negative impact of construction on the roots of the adjacent trees.
- The adjacent properties on the same block as the proposal are zoned R80. Surrounding properties across the street from the park are generally zoned residential R50. This invites future higher density development of the area.




107 Palmerston st


99 Palmerston st


101 Palmerston st

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SCALE HEIGHT AND BUILT FORM CHARACTER OF BUILDINGS

- 109 Palmerston Street is surrounded by buildings of varying heights and densities. These include
  - Single storey residential freestanding homes
  - 2-storey residential freestanding homes
  - 2 storey townhouses and terraces
  - 3 storey townhouses
  - Multi-unit apartments – these present as 3 storeys at street level and rise to 6 storeys further back
- Much of the street contains built forms consistent with previous lower residential densities. The current zoning of R80 and R50 allows for a denser scale of development.













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ARCHITECTURAL CHARACTER AND DOMINANT MATERIALS/ FINISHES

- Dominant architectural wall features include
  - Face Brick
  - Rendered Brick
  - Corrugated metal roofing
  - Tiled Roofing
  - Ornate Iron fencing
- Architectural characters include
  - Victorian & Victorian Terrace
  - Federation Bungalow / Californian Bungalow
  - Mid-century suburban
  - Modern Art-Deco
  - Modern and Contemporary













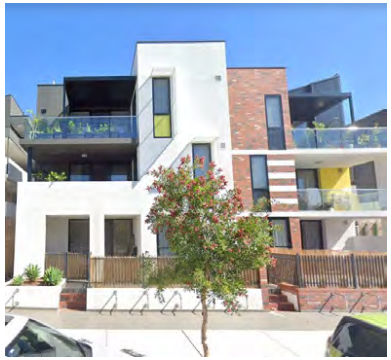

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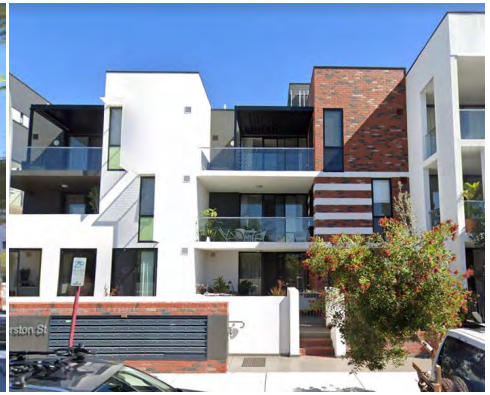
ARCHITECTURAL STYLE AND COMPOSITION





- The streetscape contains an eclectic mix of architectural styles.
- Most of the modern buildings along the street have taken design cues from the surrounding streetscape through form and use of materials.







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TYPICAL ROOF SCAPE AND FORMS OF ROOFS

- Most of the single and double storey houses have pitched roofs. There is a mix of corrugated metal and tiled roofing, and a range of roof pitches.

- The 3 storey townhouses and apartments have flat roofs, presumably to decrease the overall height and reduce the sense of scale.











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LANDSCAPE CHARACTER

- Street trees along this section of Palmerston Street predominantly contain Callistemon and Peppermint trees that have been pruned to fit under overhead power lines.

- The council verge is fairly narrow and contains footpaths on both sides of the street combined with narrow landscaping strips. The NW side of the street contains several street parking bays.

- Opposite the site there are significant trees belonging to 106 Palmerston St. These are set behind a 1.9m high concrete block screen wall.

- The adjacent landscape is dominated by the fig trees in Robertson Park which also contain open lawns and lower tier planting.









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FRONT SETBACK TREATMENT, FENCING AND FRONT GARDEN CHARACTERISTICS

- Front setbacks are consistently fenced in along the entire length of the surrounding streetscape.
- Fences generally consist of low brick walls and piers with metal infill.
- There are some full height brick, concrete and rendered brick screen walls
- Gardens generally contain low shrubs and small areas of lawn.
- An exception is 106 Palmerston St. which contains mature trees behind a concrete block wall.







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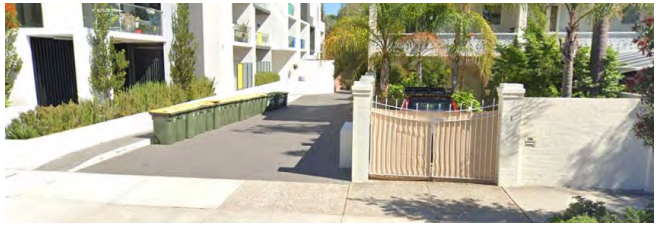
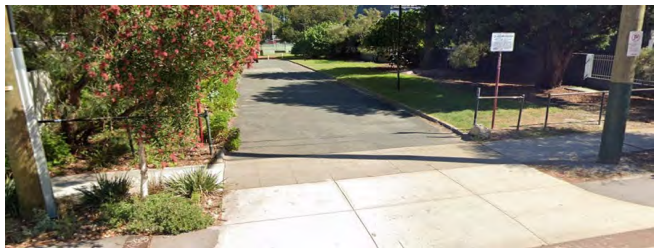
CHARACTER OF SPACES BETWEEN BUILDINGS INCL. VEHICULAR AND PEDESTRIAN ENTRIES

- The properties on the SE side of Palmerston St. are serviced by a rear laneway off Brisbane St. and Stuart St. They have no vehicular access to Palmerston St. and there is a notable absence of garage doors along the streetscape.
- Adjacent properties (99, 101 and 107 Palmerston St.) have vehicular access via shared driveways leading to parking areas at the rear. These double as pedestrian access routes. The front 3 terraces of 101 have gated single width vehicular access.
- An additional driveway between 101 and 107 Palmerston St. provides pedestrian access to the western side of Robertson Park. It also appears to provide vehicular access for service vehicles to the park. It is well landscaped on either side.
- Robertson Park contains a sizeable network of well maintained pedestrian paths with multiple access points.









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RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS

- The proposed development aims to construct four, 3-storey townhouses that engage with Robertson Park and its soaring fig tree canopies while embracing the local vernacular.

- The proposed development shares a boundary with only one other building site. This contains two pairs of 2 storey terrace houses separated from each other by a paved car parking area. Two of the terraces have small NE facing windows set back approximately 1m from the boundary.





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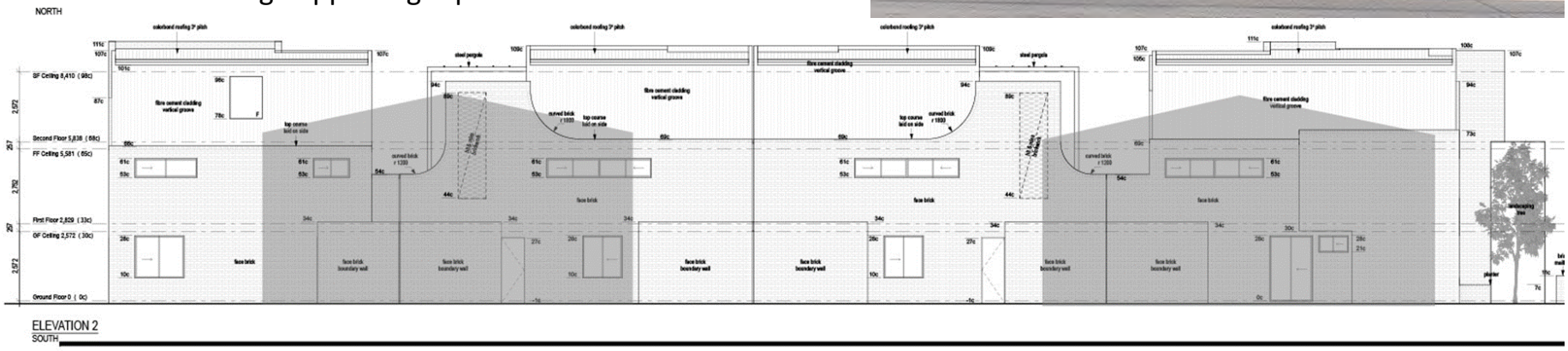
RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS

- We considered locating the driveway along the common SW boundary to mitigate the impact of scale and overshadowing on the neighbours. We abandoned this idea in favour of minimising construction within the tree root zone of the fig tree, as advised by a consultant arborist.
- To improve solar access and air flow we have designed the terraces to have meaningful spacing between them that correlate with approximate location of the adjacent dwellings. Hit & miss brick walls within this zone provide screening from overlooking whilst maintaining dappled light penetration and airflow.





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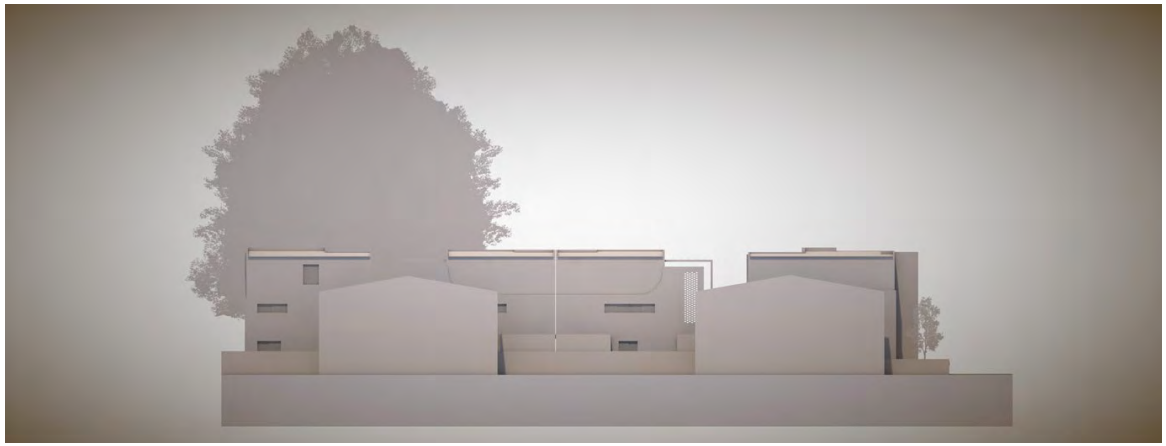
RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS (cont…)



SW view showing relationship between the proposal, adjacent building and fig tree beyond.



NE view showing relationship of scale between the proposal and Robertson Park.

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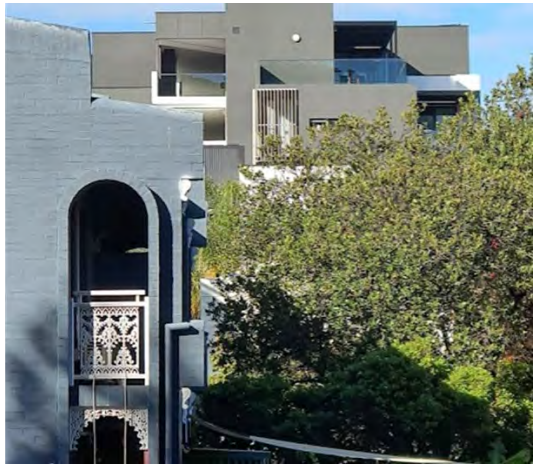
RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS (cont…)

- The proposed 3-storey build form is consistent with the height level presented to the street front of the apartments at 99 Palmerston St. It is also consistent in scale with the 3-storey townhouses on the corner of Randell St and Palmerston St.
- Vertically proportioned windows reference the older houses in the streetscape. Each proposed townhouse features a tall, narrow arched window which references the arches found in the neighbouring Victorian terrace.









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RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS (cont…)

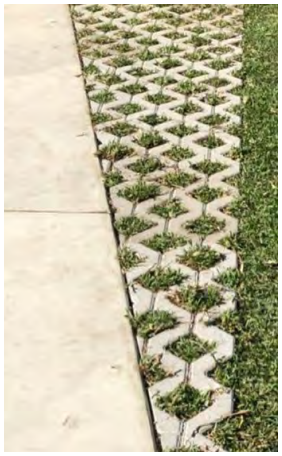
- Our design relates to adjoining buildings through the use of familiar materials that form part of the inner city vernacular. Exposed red brick has been used extensively in both older and newer constructions within the streetscape. We propose the use of a recycled-look red brick to add an additional organic textural dimension to the build.

- Dark cladding on sections of the homes echoes the forms and materials used in the apartments at 99 Palmerston St.

- The use of two contrasting materials in the design helps to separate the bulk of the construction into smaller elements, decreasing the perceived sense of scale.













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RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS (cont…)

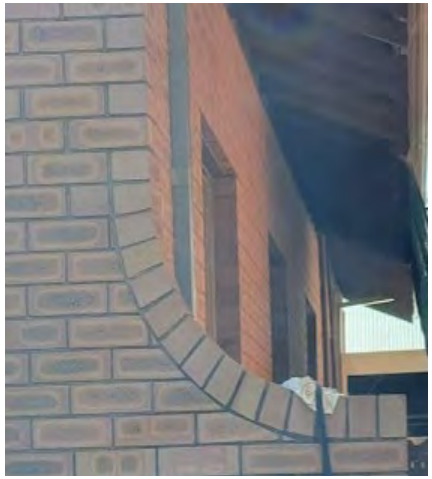
- In order to relate to the adjacent park our design sought to create a modern biophilic design whilst still referencing the existing character of the streetscape.

- Organic forms found within the buttress roots of the fig trees inspired the curved brick motif featured throughout the design. A similar motif is used in a house across the street.

- Each unit has a 2-storey high NE facing outdoor terrace with views of the park and tree canopy. Pergolas have been favoured over solid roofs to encourage growth of vines for shade.







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RELATIONSHIP BETWEEN PROPOSED AND ADJOINING BUILDINGS (cont…)

- The relationship of the rear unit to the park is similar to that of 99 Palmerston St apartments, however it has a slightly increased setback.
- Landscaping opportunities on the terraces, balconies and pergolas enhance the link between the built and organic forms.
- Permeable paving has been used in a section of the driveway that overlaps the tree root zone helping to protect the roots.


PROPOSED REAR VIEW FROM PARK


PROPOSED SIDE VIEW FROM PARK


REAR VIEW OF 99 PALMERSTON ST FROM PARK

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CONCLUSION

- The design process took into special consideration the local streetscape to ensure the proposal both nested well in its environment, as well as contributed towards an enhanced local aesthetic.
- Impact of the proposed development on neighbouring properties has been minimized, with particular consideration given to eliminating impact of construction on the adjacent trees in Robertson Park.
- We believe that this development will provide enjoyable and functional living spaces for occupants and become an asset to the townscape.




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ARBORICULTURAL REPORT

TREE INSPECTION, RISK ASSESMENT & IMPACT ASSESSMENT



SUBJECT TREE CIRCA 1915

SITE ADDRESS: 109 PALMERSTON ST / ROBERTSON PARK, PERTH, WA.

CLIENT: STARLIGHT PROPERTY GROUP

PREPARED BY: Alex Corke, Independent Consulting Arborist.

REPORT DATE: 01.11.2020

branch arboriculture

ALEX CORKE
ARBORICULTURAL CONSULTANT
NAT. DIPL. ARBORICULTURE (UK, 1994 – 1997)
TRAQ & QTRA CERTIFIED
ABN. 56 825 722 657
alexcorke@brancharb.com
0432981893
BRANCH ARBORICULTURE. 224 HOLBECK ST. DOUBLEVIEW. WA. 6018

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CONTENTS:

1.0 Brief 3

2.0 General Observations 4

3.0 Site Plan 5

4.0 History, Heritage & Background 6

5.0 Tree Inspection Methodology 7

6.0 Tree Assessment /Inspection Field Notes. 8

7.0 Additional Images 9

8.0 Tree Valuation (Helliwell Method) 10

9.0 Summary of Assessment Findings & Additional Notes 11

10.0 Tree Protection & Establishing Tree / Root Protection Zones 12

11.0 Impact Assessment 14

12.0 Discussion & Contact Details 15

13.0 Limitation of Liability 19

Appendices (i) Subject Tree Age/Health/Structure Category Definitions 17
(ii) Full List of VTA Inspection Criteria 18
(iii) Explanatory Notes on QTRA and VTA 19
(iiv) Glossary of Arboricultural Terms used 20
(v) References/Bibliography 22

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1.0 Brief:

1.1 Branch Arboriculture has been engaged to inspect and assess a mature Moreton Bay Fig, *Ficus macrophylla* (subject tree) situated within the grounds of Robertson Park, adjacent to 109 Palmerston St, Perth, (subject property) and prepare an Arboricultural Report to establish the subject trees' current health and structural condition, and an Impact Assessment outlining the potential impact that the proposed subdivision and development may have on the subject tree's future health and structural condition.

1.2 The initial request for this report comes as a requirement from WAPC Planning Department prior to subdivision approval, to support the application, and has expressed concerns that:

> **'the proposal has not demonstrated that site works associated with carrying out the subdivision of the site will not have an adverse effect on the fig tree to the north and as such have requested that an Arboriculture Report is provided which considers the tree to determine its tree protection zone and demonstrate how the proposed subdivision is to mitigate impacts to the tree.'**

1.3 The findings from this Arboricultural Report and Impact Assessment may have some bearing on demolition and construction methods, and potentially the overall design and structure of the proposed development, particularly in a case such as this, where the subject tree may be adversely affected by site demolition and construction activities. The subject tree in this case also has a root system that has the potential to cause structural damage to the finished development.

1.4 Should the Impact Assessment find that the subject tree may be adversely impacted by proposed works, an Arboricultural Method Statement and Tree Protection Plan should be prepared to support the application in conjunction with an amended design proposal.

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2.0 General Observations:

2.1 Alex Corke, independent consulting arborist from Branch Arboriculture, undertook the onsite arboricultural inspection of the subject tree from the ground on the 30th of October, 2020 during fine, hot, and clear weather conditions.

2.2 The subject tree is one of three Moreton Bay Figs forming a single extended co-dominant crown on the southeast area of Robertson park, with an elevated concrete walkway bridging over the exposed structural root crown of the two southernmost trees. Ground Ivy covers the tree growth zone to the east, with tennis courts to the west. To the south within the dripline of the subject tree is the subject property – a period brick and tile dwelling, currently vacant and in poor repair.

2.3 Substantial reduction pruning, to a height of approximately 20 m has been carried out to the south, reducing the overhanging canopy extension over the subject property, recently undertaken by Professional Tree Services, under the instruction of the City of Vincent, and at the request of the owner of the subject property.

2.4 The subject tree, as part of a group of three mature trees, adds significant amenity value to the park and its surrounding neighbourhood, providing visual, aesthetic, botanic, scientific, ecological benefits, and a commemorative and cultural a link to the colonial history of the site. The size and form of this species is suited to open parkland situations (although it is not their natural habitat) and should be protected at all reasonable cost. (See p.10 for Helliwell tree valuation below)

2.5 The QTRA risk assessment part of this report has been undertaken as a 'duty of care', and assesses the level of risk the subject tree represents to people and to property compared against the likelihood of part or whole tree failure.

2.6 Trees confer many benefits to the community and development sites:

- Providing visual amenity, softening or complementing the effect of the built environment, and adding maturity to new developments.

- Displaying seasonal change and providing opportunities for wildlife in built-up areas.

- Making places more comfortable in tangible ways by contributing screening and shade, reducing wind speed and turbulence, intercepting precipitation, and reducing glare.

- Trees are also important elements of green infrastructure, contributing to urban cooling through evapo-transpiration and providing micro-climatic effects that can reduce energy demands in buildings.

They therefore represent a key resource that can significantly contribute to climate change adaptation and as such existing trees are an important factor on construction sites, whether on or near the working areas, and trees should be a material consideration in the planning stages of any new development.

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3.0 Plan of Site Showing Subject Tree and Property Boundary Locations:



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4.0. History, Heritage & Background:

4.1 As noted above (2.1) The subject tree is the southernmost of a group of three Moreton Bay Figs, allegedly planted in the grounds of Ormiston house in 1882 by engineer, MP, and Mayor of Perth, Edward Keane (1844 – 1904). (Ormiston house has been subsequently demolished, but a limestone wall in the park grounds now traces the outline of the original building close to the subject tree.) In archived photographs, these three trees can be seen to be well developed and close to a mature size by the early 20th century, and form part of the historical tapestry of the site in the colonial era. The site upon which the trees grow, as a pre-colonial wetland, also has substantial archaeological significance - although the species, being non-endemic, may have less cultural significance to the local indigenous Noongar People.

4.2 The subject tree, nearby trees, and adjoining park area, have various heritage listings:

- 'Trees of Significance Inventory', City of Vincent
- 'Municipal Inventory' - City of Vincent
- 'Heritage List State Heritage Register' - Robertson Park and Archaeological Sites Place No. 08705
- 'National Trust WA Significant Tree' registered.

4.3 Discussion with the City of Vincent Parks Services Coordinator suggest that there is no 'Tree Preservation Order' in conjunction with any of these heritage listings with regards to the subject tree, however the City's website states that:

"CONSERVATION OF TREES The removal, destruction of and/or interference with any tree(s) listed on the Town of Vincent Trees of Significance Inventory contravenes this Scheme unless planning approval has first been obtained from the Council."

4.3 Image of subject tree Circa 1915 (Ormiston house at front):



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5.0 Tree Inspection and Assessment Methodology:

5.1 The health and structural characteristics of the Subject tree were assessed using contemporary arboricultural principles and practices, and for the purposes of this report, a basic VTA (Visual Tree Assessment) to assess tree health and identify potential anatomical defects was undertaken and the QTRA (Quantative Tree Risk Assessment) system was used to determine the Risk of Harm, by establishing targets / occupancy rates and comparing the findings with a probability of failure. (For list of inspection criteria used for VTA see appendix (ii) p.18, and VTA /QTRA see explanatory notes in appendices (iii) p.19)

5.2 The subject tree was inspected from ground level, with binoculars to observe upper crown structure where necessary. Where subject tree stem required further investigation, 'sounding' was carried out with a nylon hammer to assess the acoustic nature of the heartwood. This can aid in detection of cavities and decayed wood.

5.3 Inspection findings are documented in 6.0 Field note surveys on page 8 and summarised on page 10.

5.4 Whilst every effort is made to ensure an accurate assessment of subject trees' health and structural condition during the survey, no responsibility can be taken for resultant damage or injury occurred by the structural failure of a tree. The survey provides a study of what is visible, not obscured, or inaccessible on the day of survey. Please note that the findings of this report are only valid for 12 months from the date of the tree inspection. This report does not constitute to a full tree risk policy for the entire site, nor does it take into account any underground geological conditions or activity that may affected the structural condition of the trees. (for full details of limitations of liability please see page 16)

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6.0 Tree Inspection and VTA Field Notes/Details:

Tree number:	1
Tree location:	Robertson Park (east), Adjacent to 109 Palmerston St. Perth.
Date of Tree Inspection/assessment:	30/10/2020
Botanic name: (Common name)	*Ficus macrophylla* (Moreton Bay Fig)
Origin of species:	Native, Q/NSW
Trunk diameters: DBH, Basal Ø:	3.1m, 3.1m
Height: (approx.)	28m
Crown spread: (N/E/S/W)	15m/21m/10m/22m
Age:	Mature (Veteran)
Health:	Good. No evidence of detrimental levels of pests or diseases, foliage appearance and density good. Inner/lower crown minor deadwood present. Epicormic regrowth on lower stem pruning cuts.
Structure:	Good. Significant above ground buttress root development to (average) 6m from stem. Stem divides at 3.4m agl- union appears sound. Significant hollow at base of southern stem at approx. 4m agl, from apparent stem failure in past, well occluded, extent of hollow not observed. Stem/branch structural unions in upper crown appear sound. Stem/buttress fluting displaying reaction wood indicating good response to external stresses. No evidence of root plate lift or recent major limb failure
Crown form:	Co-dominant, broad, asymmetrical.
Useful life expectancy:	> 25 years
Maintenance recommendations:	None
Additional observations:	Recent extensive canopy reduction pruning to south over subject property
QTRA Risk rating - whole (WT) part tree (PT) failure within following 12-month period:	PT - T3, S2, PoF 6 = RoH: 1/<1M -Broadly Acceptable. WT- T3, S1, PoF 6 = RoH: 1/<1M -Broadly Acceptable.
Image of subject tree: (From South)	

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7.0 Additional Images:

7.1: Subject tree viewed from Palmerston st:



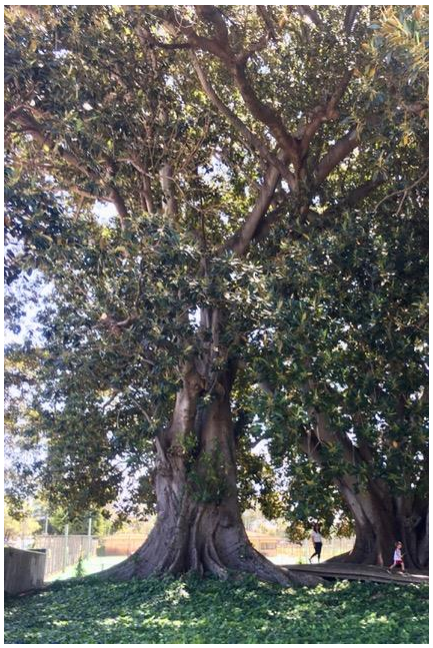
7.2 Subject tree from subject property:



7.3 Buttress roots and subject property boundary:



7.4 Stem and branch structure:



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8 June 2021

8.0 Tree Valuation:

8.1 The purpose of tree valuation is to provide a reasoned and objective way of evaluating a tree. The Helliwell System is one of the most commonly used methods in Australia which enables arborists to place a monetary value on the visual amenity provided by individual trees and tree groups.
This method has been extensively used in court cases, insurance claims and public inquiries to place visual amenity values on individual trees and tree groups.
The basic approach of the Helliwell system is to allocate point scores under a number of different factors such as tree size, life expectancy, suitability to setting etc. These scores are then combined to give an overall comparative score for a tree or group of trees.
It is then possible to attach a value to this point score by use of a monetary conversion factor, which allows us to attach a monetary value to each tree which is considered a valuable community asset.
Seven standard factors are identified for the tree. For each of the factors the tree is given a score of up to 8 points, the scores for all the factors are then multiplied together to give an assessment of the amenity value of the tree, which is then multiplied by the monetary conversion rate. The value per point rate for the assessment has been assigned at $71.13 which has been calculated using the appropriate conversion exchange rates and increased yearly with CPI.

8.2 The valuation calculation for the subject tree is as follows:

Factor	**Points**									
	0	0.5	1	2	3	4	5	6	7	8
Canopy Size										**>200m²**
Useful life expectancy					**40-100**					
Importance in landscape						**Great**				
Presence of other trees			**>30%**							
Relation to setting						**Particula -rly suitable**				
Form				**Good**						
Special Factors				**One**						

Total Score: 8 x 3 x 4 x 1 x 4 x 2 x 2 = 1,536 x Current point value conversion: $71.13 = $109,255.68

8.3 The Helliwell valuation calculates that for insurance and legal liability purposes, the amenity benefit of the subject tree can be valued at: **$109,244.68**

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8 June 2021

9.0 Summary of Findings:

9.1 The results of the VTA carried out on the subject tree indicate that it appears to be in good health and structurally sound at the time of inspection.

9.2 No exposed buttress or structural roots were within the subject property boundary.

9.2 Given the subject trees' age - whilst still in good health - it is at the latter stages of its life - sometimes referred to over, or post mature, or veteran.

Whilst younger trees are capable of withstanding and reacting to the stresses often incurred by construction activity, stresses such as significant root trauma or canopy loss could have an adverse effect in a tree of this age and trigger slow, but terminal decline.

Note: Trees that have incurred root damage often take many years to display symptoms, as trees will use energy reserves in the form of starch-sugars (carbohydrates) stored in stem and root tissues to compensate for an inability to provide soluble nutrients due to the root loss. (the subject tree will have significant reserves due to the volume of woody tissue in the stem and buttress roots).

Often, in these cases, the first symptoms of root damage is underdeveloped, thinning foliage and dieback in the upper crown, which in this particular species can expose previously well shaded bark tissue to sunscorch, causing further stress and necrotic tissues through which pathogens can breach the trees natural defences and increase the rate of decline.

9.3 The QTRA risk assessment for the subject tree for whole tree or partial limb failure within the following 12 month period, upon assessment of target/occupancy (buildings, infrastructure and pedestrians), produced a risk rating of < 1/1 million: a 'Broadly Acceptable' risk rating, whereby the Risk of Harm is as low as reasonably practicable.

9.4 Arboricultural risk assessments enable the managers of trees to fulfill their duty of care in relation to pre-determined risk levels. These reports identify specific conditions and characteristics of each individual tree and its site conditions and consider the risks imposed on the community balanced against amenity value. Recommendations thereof are cognisant of the specifics of the hazards, associated risk, amenity and budgetary values.

9.5 Normal amounts of leaf litter and other falling debris – fruit, bark, flowers, twigs and small branches etc.-and other tree related minor inconveniences which may cause sooty moulds, trip hazards/ blocked gutters etc. are, within the remit of this report, considered a low risk - when compared with the amenity benefits conferred by the subject tree to the community.

9.8 Note that sporadic high energy 'microburst' weather systems are often very localised and are too unpredictable to be considered in the scope of a standard tree inspection, and due to the relative infrequency of such storm events, have no bearing on QTRA Risk of Harm calculations/outcomes.

9.9 As a general rule, where a tree is found to be of a 'tolerable' or 'broadly acceptable' risk, the benefits of living with the tree far outweigh the risk imposed on the community by their continued presence.

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RECEIVED
8 June 2021

10.0 General Tree Protection & Establishing Tree / Root Protection Zones:

10.1 The standard procedure for protection of trees on construction sites is to establish a Tree Protection Zone (TPZ), and Structural Root Zone (SRZ). These Zones are theoretical and should be documented on construction drawings for reference, and in most cases do not need to be physically installed.

10.2 For the purposes of this report, it is not necessary to reproduce all the information contained in AS 4970 as part of these recommendations, and it must be noted that these are guidelines only and not statute. However, it is recommended that in order to protect the roots of subject tree effectively, these guidelines are read, understood and implemented by Site and Project Managers prior to commencement of site works wherever practicable.

10.3 Tree Protection Zones and Structural Root Zone measurements are calculated using formulae presented in AS 4970 – 2009 'Protection of Trees on Development Sites' and are based on diameter measurements of the Subject trees' lower stem (stem diameter at 1.4m above ground level (DBH), and diameter above root collar):

10.4 The definition and calculation of Tree protection Zones (TPZ) is: A specified area above and below ground at a given distance from the trunk set aside for the protection of a tree's roots and crown to provide for the viability and protection of the tree to be retained The TPZ is the combination of the root area and crown area requiring protection. The TPZ should not be less than 2m nor greater than 15m, except where crown protection dictates.

10.5 The definition and calculation of Structural Root Zones (SRZ) is: The area around the base of a tree required for the tree's stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright, so the entire profile (depth) of the root zone is included in the structural root zone. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a trees' structural stability only, and not the root zone required for a trees' vigour and long-term viability, which will usually be a much larger area.

Note: Tree root systems are opportunistic, unpredictable, variable, site specific and unique, and a simple, formulaic approach to the TPZ and SRZ cannot apply to every tree in every situation.

10.6 Protective fencing at a minimum distance of two metres from the base of the tree generally provides sufficient protection for structural roots in most cases, and prevents damage to the main stem and assists in making contractors aware of the need for caution when working near trees.

10.7 Encroachment into TPZ's and TPZ's is possible when deemed essential to construction plans, and provisions for encroachment can be made where necessary. Encroachment falls into two categories:

Minor – If the proposed encroachment is less than 10% of the area of the TPZ and is outside the SRZ, detailed root investigations should not be required. The area of root mass lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.

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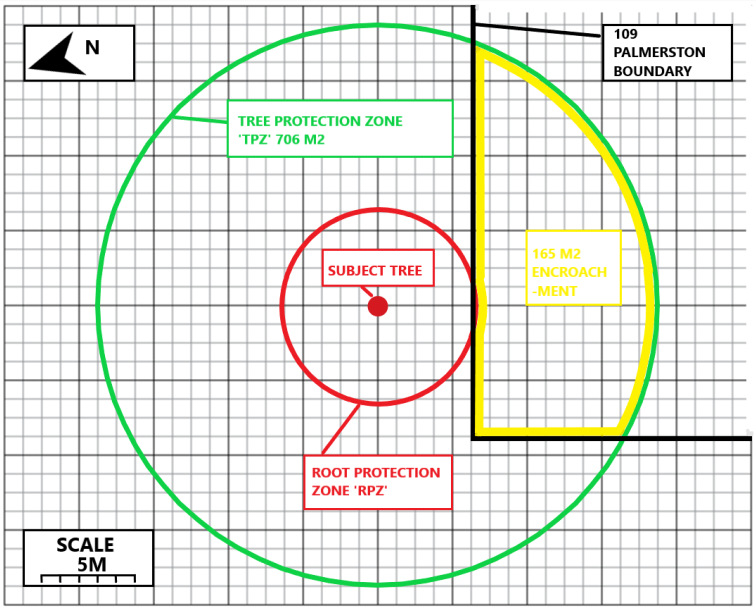
8 June 2021

Major - If the proposed encroachment is greater than 10% of the TPZ or inside the SRZ, an Arboricultural Consultant must demonstrate that the tree would remain viable. The area of root mass lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.

10.8 Site specific calculations for subject tree are:

TPZ: 15m Radius from the base of the tree.
SRZ: 5.3m Radius from the base of the tree.

10.9 Graphic showing approximate scaled location of TPZ/SRZ dimensions, and areas of encroachment of the site, should the entire site be demolished, sifted, graded and compacted prior to development. Encroachment into the SRZ is negligible, however TPZ encroachment is approximately 23 %.



10.10 Given that the subject tree is able to extend and develop roots in areas of the park contiguous with the TPZ , the percentage of encroachment in most cases would be acceptable, however as noted above, the subject tree being almost beyond maturity, construction activities in this area should be carried out with minimal disturbance to the tree.

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8 June 2021

11.0 IMPACT ASSESSMENT

11.1 The Impact Assessment is intended to assist decision-making with regard to the existing subject tree in the context of design, demolition, and construction of the proposal for the subject property.

11.2 The subject trees' root system and canopy, with allowance for future movement and growth, should be taken into account at all stages of the development process.

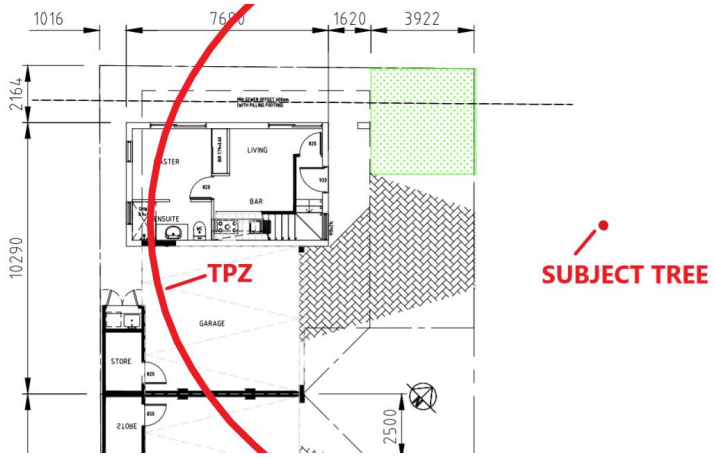
11.3 During their lifetime, trees will be vulnerable to disturbance, injury, environmental changes, pests and diseases. Construction work often exerts pressures on existing trees, as do changes in their immediate environment following the construction. A tree that has taken many decades to reach maturity can be damaged irreparably in a few minutes by actions that might be unwitting or negligent. As such, the early provision of physical protection from damage is therefore critical.

11.4 Where tree retention is proposed in conjunction with nearby construction, the objective should be to achieve a harmonious relationship between trees and structures that can be sustained in the long term. The practices recommended in this assessment are intended to assist in achieving this objective.

11.1 Following a review of the submitted plans, and taking into account the above information regarding the subject tree, It is certainly feasible to carry out the proposed development without causing irreversible damage to the subject tree - however, the design will require minor amendments to the plans and demolition/construction methods.

11.2 An Arboricultural Method Statement (AMS) and Tree Protection Plan (TPP) outlining prescribed demolition and construction methods will be required in order to effectively protect the subject tree, and may require periodical site visits from a designated Project Arborist at critical stages of the development. These requirements may be conditional to development approval and **must be implemented prior to commencement of any site works.**

11.3 Below is a thumbnail sketch (scale approximate) providing an estimate of TPZ encroachment from the finished development:



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8 June 2021

11.5 In the above image, the percentage of encroachment from the finished development is likely to be minor (Note. finalised plans with dimensions will be required to determine exact extent of encroachment) and the following construction methods should be utilised within the TPZ to reduce impact: Note. The following recommendations may require amendment upon finalisation of plans.

- For the duration of demolition and site grading operations, the TPZ should be fenced off entirely within the subject property to avoid compaction and root severance. Any resulting level discrepancy should be manually carried out.

- Pier and beam type boundary fencing will be required to avoid transverse trenching across the root system – pier footings can be manually excavated to leave roots intact. The above ground beams allow for further root expansion without damage to masonry. 'Colourbond' fencing'- without plinths installed - is also suitable.

- All utility trenching should be confined to the southern boundary of the block.

- Screw pile footings, with engineered beams or similar will be required to carry the front (northern) edge of the ground floor slab for Units 3 & 4, instead of trench footings.

- Drive way paving should be manually compacted (ie. with small plate compactor to avoid root damage prior to paving, without the use of exterior grout to allow for penetration of water and nutrients. Note. permeable paving with a 'no fines' substrate laid onto geotextile is preferred to better allow for precipitation to reach subject tree roots and limit future lifting of paving from opportunistic root development.

- Soakwells must be manually excavated if located within the TPZ, and stormwater pipes manually trenched to avoid root severance.

12.0 Discussion:

For further information or discussion, or for any queries pertaining to this survey or findings within, Please contact Alex Corke using the details provided below:

ALEX CORKE
ARBORICULTURAL CONSULTANT
NAT. DIPL. ARBORICULTURE (UK, 1994 – 1997)
TRAQ & QTRA CERTIFIED
ABN. 56 825 722 657
alexcorke@brancharb.com
0432981893
BRANCH ARBORICULTURE. 224 HOLBECK ST. DOUBLEVIEW. WA. 6018

branch arboriculture

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8 June 2021

13.0 Disclaimer/ Limitation of Liability:

13.1 Tree Consultants are tree specialists who use their qualifications, education, knowledge, training, diagnostic tools and experience to examine trees, recommend measures to enhance the aesthetic, structure and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of this assessment and report.

13.2 Branch Arboriculture Tree Consultancy cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways that the arboriculture industry does not fully understand. Conditions are often hidden within trees and below ground. Unless otherwise stated, observations have been visually assessed from ground level. Branch Arboriculture Tree Consultancy cannot guarantee that a tree will be healthy or a low risk of harm under all circumstances, or for a specified period of time. Likewise, remedial treatments cannot be guaranteed.

13.3 Treatment, pruning and removal of trees may involve considerations beyond the scope of Branch Arboriculture Tree Consultancy's service, such as property boundaries and ownership, disputes between neighbours, sight lines, landlord-tenant matters and other related incidents. Branch Arboriculture Tree Consultancy cannot take such issues into account unless complete and accurate information is given prior or at the time of the site inspection. Likewise, Branch Arboriculture Tree Consultancy cannot accept responsibility for the authorisation or non-authorisation of any recommended treatment or remedial measures undertaken.

13.4 In the event that Branch Arboriculture Tree Consultancy recommends re- inspection of trees at stated intervals. It is the client's responsibility to make arrangements with Branch Arboriculture Tree Consultancy to conduct the re-inspection.

13.5 Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk. All written reports must be read in their entirety; at no time shall part of the written assessment be referred to unless taken in full context with the whole written report. If this written report is to be used in a court of law, or any other legal situation, Branch Arboriculture Tree Consultancy must be advised in writing prior to the written assessment being presented in any form to any other party.

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RECEIVED
8 June 2021

Appendix (i): Subject tree Age/Health/Structure Category Definitions:

Tree Age:

- **Young**: Sapling/advanced tree nursery stock/natural seedling putting on significant new growth each growing season, < 10 years.

- **Semi mature:** < 10 years – well established increasing in height and spread, but not at full potential.

- **Mature:** Established, reduced extension growth of shoot tips, reached or close to full potential (determined by site conditions.)

- **Over mature:** No longer adding significant extension growth, potentially receding, but still adding annual girth growth (senescing)

Tree Health:

- **Good**: The tree is demonstrating good extension growth for the species. The tree should exhibit a full canopy of foliage (or healthy buds in winter state) and may be affected by typical/minor pest or diseases. Foliage colour, size and density should be typical of a healthy specimen of that species.

- **Fair**: The tree is in reasonable condition and growing well for the species. The tree should exhibit an adequate canopy of foliage. There may be extensive dead wood present in the crown, foliage may be distorted, discoloured or animals may be evident and/or foliage colour, size or density may be abnormal for a healthy specimen of that species.

- **Poor**: The tree is not growing to its full capacity; extension growth of the laterals may be minimal. The canopy may be thinning or sparse. Large amounts of dead wood may be evident throughout the crown. Significant pest and disease problems may be evident or symptoms of stress indicating tree decline.

Dead: The tree is no longer photosynthesising and cellular material has ceased to function – Note at this stage trees still provide vital habitat as part of an ecosystem.

Tree Structure:

- Good: The tree has a well-defined and balanced crown. Branch unions appear to be strong, with no defects evident in the trunk or the branches. Major limbs are well defined. The tree would be considered a good example of the species. Probability of significant failure is highly unlikely.

- Fair: The tree has some minor problems in the structure of the crown. The crown may be slightly out of balance, and some branch unions or branches may be exhibiting minor structural faults. If the tree is single trunked, it may be on a slight lean or be exhibiting minor defects. Probability of significant failure is low.

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RECEIVED
8 June 2021

- Poor: The tree may have a poorly structured crown. The crown may be unbalanced or exhibit large gaps. Major limbs may not be well defined. Branches may be rubbing or crossing over. Branch unions may be poor or faulty at the point of attachment. The tree may have suffered major root damage. Probability of significant failure is moderate.

Appendix (ii): List of inspection criteria used for the purposes of the VTA inspection/assessment of health and structural characteristics of the subject trees. (note: inspections are not limited to the following criteria):

- Root heave and/or disturbance.
- Exposed roots – lowering of soil level – scorch/desiccation/trip hazard.
- Altered/abnormal soil levels and infill at base of stems – collar rot/root asphyxiation.
- Girdling roots – roots encircling the stem.
- Bark necrosis, canker.
- Cavities/decay pockets in stem and branch structure.
- Fungal brackets/fruiting bodies /mycelium.
- Termite activity/Parasitic plants.
- Proximity of underground/overground services/utilities.
- Proximity of aboveground structures, eg. buildings, retaining walls, etc.
- Bark tears, lesions, splits and cracks.
- Abnormal/swollen & cracked areas in bark tissue.
- Physical abnormalities, eg lightning strikes, bridge grafts, etc.
- Unnatural change in bark colour, texture and form.
- Compression folds in bark.
- Excessive gum, sap, kino exudation and/or weeping.
- Borer, leaf miner and other insect activity.
- Included bark at major stem and branch unions.
- Evidence of tree surgery and infrastructure, eg cabling, bracing, propping, and other abiotic tree attachments.
- Branch attachments.
- Evidence of lopping and/or pollarding and poor pruning cuts.
- Branch sockets – areas where branches have been torn from union.
- Branches of uneven taper.
- Crossing, broken and hung-up branches – branch stubs.
- Die-back symptoms – stag heading and reduction in foliage density.
- Major dead wood – > 40mm Ø.
- Minor dead wood – < 10mm Ø.
- Foliage – changes in colour, size, shape and thickness variation.
- Epicormic growth.
- Growth habit of tree – leaning/crooked/ asymmetrical growth.

CITY OF VINCENT
RECEIVED
8 June 2021

Appendix (iii) Notes on VTA and QTRA:

VTA:

In 1994, Claus Mattheck introduced a biomechanically based system of Visual Tree Assessment (VTA), the basis of which is the identification of symptoms produced by a tree in reaction to a weak point, or area of mechanical stress.

VTA is a non-invasive method of examining the health and structural condition of individual trees. It has become the standard approach for surveying trees. By visually examining a tree, an arboriculturalist can gather information on the condition of its roots, trunk, main branch structure, crown, buds and leaves to make an assessment and draw conclusions about its general condition; structure, health, and vitality.

It is a systematic approach, which directs the arboriculturalist through a procedure from biological and routine observations to analysis, using their understanding of failure criteria.

In any inspection regarding tree health or safety, an arboriculturalist will look for biological signs, such as undersized leaves, discoloured foliage, dead branches, large or numerous cankers and fungal fruiting bodies. They will be able to recognize the significance of these observations by comparing them with the typical growth patterns and appearance of the tree involved.

They will also look at the tree for signs of structural weakness or for a change in growth patterns that may indicate defects. If mechanical weakness is suspected, there may be a need for more investigation using specialist decay detection and measuring equipment.

A list of diagnostic criteria used for the inspections can be found in appendix (ii)

QTRA (A Non–Technical Summary):

Tree safety management is a matter of balancing the risk of harm from tree failure while maintaining the benefits conferred by trees. Although it may seem counter-intuitive, the condition of trees should not necessarily be the first consideration. Instead, tree managers should first take account of the usage of the land on and around which the trees stand, and this in turn will inform the process of assessing the trees.

The QTRA method applies established and accepted risk management principles to tree safety management. By quantifying the risk of harm as a probability, QTRA enables the tree manager to manage the risk from tree failure to widely accepted risk thresholds.

Using this approach, first the targets (people and property) onto which trees could fail are assessed and quantified, thus enabling tree managers to determine whether they need to assess trees and to what degree of rigour an assessment or inspection of the trees is required. Where necessary, a tree or branch is then considered in terms of both its size (potential impact) and probability of failure. Values derived from the assessment of these

CITY OF VINCENT
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8 June 2021

three components (target, size and probability of failure) are combined to calculate a risk of harm as a probability, which can then be compared to advisory levels of risk acceptability.

This method moves the management of tree safety away from labelling trees as either 'safe' or 'unsafe' thereby requiring definitive statements of tree safety from either tree surveyors or tree managers. Instead, QTRA quantifies the risk of harm from tree failure in a way that enables tree managers to balance safety with tree value and operate to pre-determined risk thresholds.
By taking a QTRA approach to tree risk, managers commonly find they spend less resources on assessing and managing tree risk, whilst maximising the benefits their tree populations provide. Furthermore, in the event of a 'tolerable' or 'acceptable' tree risk being realised, they are in a robust position to demonstrate that they have acted both reasonably and proportionately.

Note: The QTRA method does not provide predictions of what will or will not happen but provides an estimate of the risk of harm from any particular tree hazard over a twelve-month period.

Appendix (iv) Glossary of common arboricultural terms which may be found in the preceding report:

Abiotic: Pertaining to non-living agents, e.g. mechanical/environmental factors.

Adaptive growth: In tree biomechanics, the process whereby the rate of wood formation in the cambial zone, as well as wood quality, responds to gravity and other forces acting on the cambium. This helps to maintain a uniform distribution of mechanical stress.

Agl: Above ground level - used to describe the vertical location of tree parts/defects.

Branch Collar: The swollen ring of growth formed around the base of a branch by the successive layers of each growth increment of the branch and the supporting branch or trunk to which it is connected.

Compartmentalisation: The confinement of disease, decay or other dysfunction within an anatomically isolated area of plant tissue, due to passive and/or active defences operating at the boundaries of the affected region.

Compressed fork/union: An acute angled fork that is mechanically compromised by the growth pressure that two or more adjacent stems exert on each other.

Basal flare: the natural taper from stem base to buttress roots.

Buttress roots: woody adaptive growth providing mechanical support (tension), from stem base to root crown.

CITY OF VINCENT
RECEIVED
8 June 2021

Callus Tissue/Wood: Undifferentiated and unlignified wood that forms initially after wounding around the margins of a wound separating damaged existing wood from the later forming lignified wood or wound wood.

Cambium: Layer of dividing cells producing xylem (woody) tissue internally and phloem (bark) tissue externally .

Canker: A persistent lesion formed by the death of bark and cambium due to colonisation by fungi or bacteria.

Co-dominant: Crowns of more than one tree combine to form single canopy.

Condition: An indication of the physiological condition of the tree. Where the term 'condition' is used in a report, it should not be taken as an indication of the stability of the tree.

Construction: Site based operations with the potential to affect existing trees.

Crown/Canopy: The main foliage bearing section of the tree.

Crown Lifting: The removal of limbs and small branches to a specified height above ground level.

Dbh: Diameter at breast height – an industry standard method of measuring a trees' girth. The
measurement is taken as close as possible to 1.6m agl.

Deadwood: Branch or stem wood bearing no live tissues. Retention of deadwood provides valuable habitat species and seldom represents a threat to the health of the tree.

Defect: In relation to tree hazards, any feature of a tree which detracts from the uniform distribution of mechanical stress, or which makes the tree mechanically unsuited to its environment

Epicormic shoot. A shoot having developed from a dormant or adventitious bud and not having developed from a first-year shoot.

First order branch: A branch arising from the main stem forming the main structure of the crown.

Growth Cracks: Longitudinal split that may develop as a rupture in the bark from normal growth.

Hanger: Unattached/ broken limb held within crown.

Heartwood: The central section of a branch or trunk, usually darker coloured than sapwood, comprised of lignin blocked secondary xylem sapwood cells that are no longer conductive but provide a structural and protective function.

CITY OF VINCENT
RECEIVED
8 June 2021

Included bark: A branch/stem union in which the bark in two or more adjacent stems has become trapped, whereby the tissues at this point are not biomechanically connected. Structural failure may occur if the union is weak and or excessive stresses are imposed.

Lateral: A second order branch, subordinate to a primary branch or stem and bearing sub-lateral branches · (Sub-lateral/ third order branch, subordinate to a lateral or primary branch, or stem and usually bearing only twigs).

Leader: A structural stem exhibiting apical dominance.

Lopped/Lopping: Branches that have been cut between the 'internodes' - points where new branches arise along a branch length. Such cuts may produce multiple shoots from the cut surface which may be weakly attached.

Natural Target Pruning: This is where the final cut is made outside of the branch collar and bark branch ridge – see AS 4373 – Pruning of Amenity Trees – 2007.

Occlusion: Woody callus growth produced when a wound occurs, eg. a pruned branch, or damage to bark tissue. Vigorous callus tissue growth which will eventually cover the wound completely is a good indicator of a healthy tree.

Root Crown/Collar: The area at the base of the stem where the main roots arise from the trunk.

Sapwood: The living cells in the outer, usually light coloured, water and nutrient conducting wood, forming a region of secondary xylem.

Structural Branches: Main or first order branches elongated to form a permanent framework of branches supporting the crown.

SRZ : Structural Root Zone a theoretical area in which the main structural roots necessary for stability/structural integrity of the tree are likely to be found, whose measurements are calculated using formulae recommended in AS 4970 – 2009 which and are based on diameter measurements of the Subject trees' lower stem.

TPZ: Tree Protection Zone a theoretical area for protection of trees on development sites, whose measurements are calculated using formulae recommended in AS 4970 – 2009 which and are based on diameter measurements of the Subject trees' lower stem.

Appendix (v) References / Bibliography:

Common Sense Risk Management of Trees. National Tree Safety Group (forestresearch.gov.uk)

AS 4970 – 2009 Protection of Trees on Development Sites

BS 5837:2012 Trees in Relation to Design, Demolition and Cnstruction

Hair, C. 1997 The Evolution of Robertson Park and its Neighbourhood

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Helliwell Guidance Note 4: Arboricultural Assoc (2012 UK)

QTRA user Manual Version 5.3/17

Principle of Tree Hazard Assessment and Management Edinburgh; Forestry Commission. Lonsdale, D (1999)

Body Language of trees: Handbook for Failure Analysis. Mattheck, Breloer (1996)

Field Guide for Visual Tree Assessment Germany; Karlsruhe Research Centre. Mattheck, C (2007)

Modern Arboriculture USA; Shigo and Trees, Shigo, A.L (1991)

Diagnosis of ill-health in trees Edinburgh; Forestry Commission Strouts, R.G (2000)

Principles of Tree Hazard Assessment. HM's Stationary Office, Lonsdale, D. (1999)

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End Of Report

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8 June 2021

9.1 NO. 109 (LOT: 100; D/P: 43470) PALMERSTON STREET, PERTH - PROPOSED FOUR GROUPED DWELLINGS

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Perspectives
4. Environmentally Sustainable Design Assessment
5. Context Analysis
6. Justification Letter
7. Arboricultural Survey
8. Summary of Submissions - Administration Response
9. Summary of Submissions - Applicant Response
10. Streetscape Setback Analysis
11. Overshadowing Analysis
12. Visual Privacy Analysis
13. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Grouped Dwellings at No. 109 (Lot: 100; D/P: 43470) Palmerston Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 13:

1. Development Plans

This approval is for Four Grouped Dwellings as shown on the approved plans dated 14 September 2022, 20 October 2022 and 9 November 2022. No other development forms part of this approval;

2. Boundary Walls

The surface finish of boundary walls facing No. 107 Palmerston Street, Perth shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

3. External Fixtures

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

4. Colours and Materials

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

4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to not be visually obtrusive, to the satisfaction of the City;

5. Landscaping

5.1 Prior to the issue of a Building Permit, a detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City. The plan shall be drawn to a scale of 1:100, be generally

in accordance with the landscaping plan dated 14 September 2022 and show the following:

5.1.1 The location and type of existing and proposed trees and plants;

5.1.2 Areas to be irrigated or reticulated; and

5.1.3 The provision of an additional landscaping area containing two trees as marked in red on the approved plans. The tree species are to be consistent with the City's Tree Selection Tool so as to maximise the provision of canopy coverage and to the satisfaction of the City;

5.2 All landscaping works shall be undertaken in accordance with the approved plans dated 14 September 2022, as modified in Condition 5.1.3, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City; and

5.3 No verge trees shall be removed without the prior written approval of the City. Verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City. Prior to any pruning of verge trees, an arborist report shall be prepared by the landowner and submitted to the City;

6. Privacy Screening

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the visual privacy requirements of the Residential Design Codes, to the satisfaction of the City;

7. Sight Lines

Walls, fences, and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street, with the exception of:

- **One pier at max width of 0.4 metres x 0.4 metres and 1.8 metres height, with decorative capping permitted to a height of 2.0 metres;**
- **Infill that provides a clear sight line;**
- **If a gate is proposed:**
  - **When closed: a min of 50 percent unobstructed view; or**
  - **When open: a clear sightline;**

unless otherwise approved by the City;

8. Front Fence

Fencing infill panels above the approved solid portions of fence shall be visually permeable in accordance with the Residential Design Codes Volume 1, to the satisfaction of the City;

9. Car Parking and Access

9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1;

9.2 All driveways, car parking and manoeuvring areas which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City;

9.3 No goods or materials being stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage areas, where provided;

9.4 The new crossover to Palmerston Street shall be reduced to a maximum width of three

metres to maximise the separation from the existing verge tree; and

9.5 Prior to the first occupation of the development, the redundant or "blind" crossovers shall be removed, the verge area landscaped, and the kerb made good to the City's specifications and to the satisfaction of the City, at the applicant/owner's full expense;

10. Tree Protection

Prior to the issue of a Building Permit a Tree Protection Plan prepared in accordance with Australian Standard AS4970-2009 shall be submitted and approved by the City. The Tree Protection Plan is to include details of the construction methods for works to be undertaken on site to minimise impact on the Moreton Bay Fig situated in Robertson Park and adjacent to the northern boundary of the subject site. The Tree Protection Plan shall include the following details:

- **Fencing of the Tree Protection Zone (TPZ) and Structural Root Zone, as defined in the Arboricultural Report stamp dated 8 June 2021, for the duration of works to avoid compaction and root severance;**
- **Methodology and construction details for site grading, retaining walls and boundary fencing within the TPZ;**
- **Location and construction methodology for utility trenching to minimise impact on TPZ;**
- **Soakwells and stormwater pipes within the TPZ to be manually excavated to avoid root severance;**
- **Construction methodology for footings of Units 3 and 4 within the TPZ to minimise impact on the tree roots; and**
- **Driveway to be manually compacted;**

The recommendations of the Tree Protection Plan shall be implemented and complied with for the duration of the construction of the development, to the satisfaction of the City;

11. Construction Management Plan

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

- **The delivery of and delivery times for materials and equipment to the site;**
- **Storage of materials and equipment on site;**
- **Parking arrangements for contractors and sub-contractors;**
- **The impact on traffic movement;**
- **Dilapidation report of the nearby properties at No's. 107 and 116 Palmerston Street, Perth;**
- **Notification to affected land owners; and**
- **Construction times;**

The management plan shall be complied with for the duration of the construction of the development; and

12. Stormwater

All stormwater produced on the subject land shall be retained on site or connected to the City's drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

Moved: Cr Wallace, Seconded: Cr Ioppolo

That the recommendation be adopted.

AMENDMENT 1

Moved: Cr Hallett, Seconded: Cr Worner

That Condition 4 be deleted and replaced with the following:

4. Colours and Materials

~~**4.1 Prior to first occupation or use of the development, the colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, and thereafter maintained, to the satisfaction of the City; and**~~

~~**4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to not be visually obtrusive, to the satisfaction of the City;**~~

4.1 Prior to the issue of a building permit, a schedule detailing the colours, materials and finishes of the development must be submitted to and approved by the City.

The schedule is to include the use of 'San Selmo Reclaimed Bricks' or similar colour for the face brick portions of the development as indicated on the approved plans, to the satisfaction of the City.

The development must be finished and thereafter maintained in accordance with the approved schedule of colours and materials, prior to occupation of the development and to the satisfaction of the City;

REASON:

To ensure that the brick colour and finish used for the development is consistent with the brick work shown in the perspectives.

AMENDMENT CARRIED (8-0)

For: Cr Gontaszewski, Cr Alexander, Cr Castle, Cr Loden, Cr Worner, Cr Hallett, Cr Ioppolo and Cr Wallace

Against: Nil

(Mayor Cole was an apology for the Meeting.)

PROCEDURAL MOTION

DEFERRED

Moved: Cr Wallace, Seconded: Cr Worner

1. That the motion be deferred, to address the following concerns:

The proposed development is inconsistent with the objectives of the Residential Zone under the City of Vincent's Local Planning Scheme No. 2, as the proposal does not result in a design that is compatible with, and that enhances the amenity and character of the residential neighbourhood and streetscape. This is because the proposed development that faces the Palmerston Street frontage does not offer sufficient setbacks or landscaping to reduce impacts of building bulk to the street;

The proposed development does not satisfy relevant design principles of State Planning Policy 7.3 – Residential Design Codes Volume 1 (R Codes) and local housing objectives of the City's Policy 7.1.1 – Built Form (Built Form Policy), including:

a) Clause 5.1 of the Built Form Policy and Clause 5.1.2 of the R Codes in relation to Street Setbacks. The development is not set back from the street sufficiently to contribute to, or be consistent with, the established streetscape. The proposed setback from the street

results in a building bulk and scale that is not consistent with, and does not contribute to the established streetscape and would adversely affect the amenity of the neighbouring property;

b) Clause 5.1.3 of the R Codes in relation to Lot Boundary Setbacks. The proposed development would adversely affect the amenity of the neighbouring property at No. 107 Palmerston Street because it would not maintain adequate access to direct sun into buildings and open spaces, and the proposed development has not been appropriately set back from the south western lot boundary nor designed to reduce the impacts of building bulk and scale;

c) Clause 5.3.2 of the R Codes in relation to Landscaping. The proposed street setback would result in reduced landscaping opportunities within the street setback area. The resultant landscaping does not contribute to the appearance and amenity of the development for residents or positively contribute to the streetscape;

d) Clause 5.3 of the Built Form Policy and Clause 5.1.6 of the R Codes in relation to Building Height. The proposed building height would contribute towards adversely affecting the amenity of the neighbouring property as outlined in Reason 2b; and

e) Clause 5.4.2 of the R Codes in relation to Solar Access for Adjoining Sites. The development has not been appropriately designed to protect the neighbouring property's (No. 107 Palmerston Street) access to direct sunlight to outdoor living areas and major openings, and would adversely affect the amenity of the neighbouring property; and

2. Having regard to the reasons above, the proposed development:

a) Is not physically compatible with its setting nor with the adjoining development (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015);* and

b) Would have an adverse and detrimental impact on the amenity and character of the locality (Clause 67(2)(n) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The application to be returned to Council no later than 90 days from today.

CARRIED (5-3)

For: Cr Gontaszewski, Cr Alexander, Cr Loden, Cr Worner and Cr Wallace

Against: Cr Castle, Cr Hallett and Cr Ioppolo

(Mayor Cole was an apology for the Meeting.)

9.1 NO. 109 (LOT: 100; D/P: 43470) PALMERSTON STREET, PERTH - PROPOSED FOUR GROUPED DWELLINGS

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Perspectives
4. Environmentally Sustainable Design Assessment
5. Context Analysis
6. Justification Letter
7. Arboricultural Survey
8. Summary of Submissions - Administration Response
9. Summary of Submissions - Applicant Response
10. Streetscape Setback Analysis
11. Overshadowing Analysis
12. Visual Privacy Analysis
13. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Grouped Dwellings at No. 109 (Lot: 100; D/P: 43470) Palmerston Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 13:

1. Development Plans

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2. Boundary Walls

The surface finish of boundary walls facing No. 107 Palmerston Street, Perth shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

3. External Fixtures

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

4. Colours and Materials

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

4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to not be visually obtrusive, to the satisfaction of the City;

5. Landscaping

5.1 Prior to the issue of a Building Permit, a detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City. The plan shall be drawn to a scale of 1:100, be generally

in accordance with the landscaping plan dated 14 September 2022 and show the following:

5.1.1 The location and type of existing and proposed trees and plants;

5.1.2 Areas to be irrigated or reticulated; and

5.1.3 The provision of an additional landscaping area containing two trees as marked in red on the approved plans. The tree species are to be consistent with the City's Tree Selection Tool so as to maximise the provision of canopy coverage and to the satisfaction of the City;

5.2 All landscaping works shall be undertaken in accordance with the approved plans dated 14 September 2022, as modified in Condition 5.1.3, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City; and

5.3 No verge trees shall be removed without the prior written approval of the City. Verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City. Prior to any pruning of verge trees, an arborist report shall be prepared by the landowner and submitted to the City;

6. Privacy Screening

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the visual privacy requirements of the Residential Design Codes, to the satisfaction of the City;

7. Sight Lines

Walls, fences, and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street, with the exception of:

- **One pier at max width of 0.4 metres x 0.4 metres and 1.8 metres height, with decorative capping permitted to a height of 2.0 metres;**
- **Infill that provides a clear sight line;**
- **If a gate is proposed:**
  - **When closed: a min of 50 percent unobstructed view; or**
  - **When open: a clear sightline;**

unless otherwise approved by the City;

8. Front Fence

Fencing infill panels above the approved solid portions of fence shall be visually permeable in accordance with the Residential Design Codes Volume 1, to the satisfaction of the City;

9. Car Parking and Access

9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1;

9.2 All driveways, car parking and manoeuvring areas which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City;

9.3 No goods or materials being stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage areas, where provided;

9.4 The new crossover to Palmerston Street shall be reduced to a maximum width of three

metres to maximise the separation from the existing verge tree; and

9.5 Prior to the first occupation of the development, the redundant or "blind" crossovers shall be removed, the verge area landscaped, and the kerb made good to the City's specifications and to the satisfaction of the City, at the applicant/owner's full expense;

10. Tree Protection

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- **Fencing of the Tree Protection Zone (TPZ) and Structural Root Zone, as defined in the Arboricultural Report stamp dated 8 June 2021, for the duration of works to avoid compaction and root severance;**
- **Methodology and construction details for site grading, retaining walls and boundary fencing within the TPZ;**
- **Location and construction methodology for utility trenching to minimise impact on TPZ;**
- **Soakwells and stormwater pipes within the TPZ to be manually excavated to avoid root severance;**
- **Construction methodology for footings of Units 3 and 4 within the TPZ to minimise impact on the tree roots; and**
- **Driveway to be manually compacted;**

The recommendations of the Tree Protection Plan shall be implemented and complied with for the duration of the construction of the development, to the satisfaction of the City;

11. Construction Management Plan

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

- **The delivery of and delivery times for materials and equipment to the site;**
- **Storage of materials and equipment on site;**
- **Parking arrangements for contractors and sub-contractors;**
- **The impact on traffic movement;**
- **Dilapidation report of the nearby properties at No's. 107 and 116 Palmerston Street, Perth;**
- **Notification to affected land owners; and**
- **Construction times;**

The management plan shall be complied with for the duration of the construction of the development; and

12. Stormwater

All stormwater produced on the subject land shall be retained on site or connected to the City's drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

Moved: Cr Wallace, Seconded: Cr Ioppolo

That the recommendation be adopted.

AMENDMENT 1

Moved: Cr Hallett, Seconded: Cr Worner

That Condition 4 be deleted and replaced with the following:

4. Colours and Materials

~~**4.1 Prior to first occupation or use of the development, the colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, and thereafter maintained, to the satisfaction of the City; and**~~

~~**4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to not be visually obtrusive, to the satisfaction of the City;**~~

4.1 Prior to the issue of a building permit, a schedule detailing the colours, materials and finishes of the development must be submitted to and approved by the City.

The schedule is to include the use of 'San Selmo Reclaimed Bricks' or similar colour for the face brick portions of the development as indicated on the approved plans, to the satisfaction of the City.

The development must be finished and thereafter maintained in accordance with the approved schedule of colours and materials, prior to occupation of the development and to the satisfaction of the City;

REASON:

To ensure that the brick colour and finish used for the development is consistent with the brick work shown in the perspectives.

AMENDMENT CARRIED (8-0)

For: Cr Gontaszewski, Cr Alexander, Cr Castle, Cr Loden, Cr Worner, Cr Hallett, Cr Ioppolo and Cr Wallace

Against: Nil

(Mayor Cole was an apology for the Meeting.)

PROCEDURAL MOTION

DEFERRED

Moved: Cr Wallace, Seconded: Cr Worner

1. That the motion be deferred, to address the following concerns:

The proposed development is inconsistent with the objectives of the Residential Zone under the City of Vincent's Local Planning Scheme No. 2, as the proposal does not result in a design that is compatible with, and that enhances the amenity and character of the residential neighbourhood and streetscape. This is because the proposed development that faces the Palmerston Street frontage does not offer sufficient setbacks or landscaping to reduce impacts of building bulk to the street;

The proposed development does not satisfy relevant design principles of State Planning Policy 7.3 – Residential Design Codes Volume 1 (R Codes) and local housing objectives of the City's Policy 7.1.1 – Built Form (Built Form Policy), including:

a) Clause 5.1 of the Built Form Policy and Clause 5.1.2 of the R Codes in relation to Street Setbacks. The development is not set back from the street sufficiently to contribute to, or be consistent with, the established streetscape. The proposed setback from the street

results in a building bulk and scale that is not consistent with, and does not contribute to the established streetscape and would adversely affect the amenity of the neighbouring property;

b) Clause 5.1.3 of the R Codes in relation to Lot Boundary Setbacks. The proposed development would adversely affect the amenity of the neighbouring property at No. 107 Palmerston Street because it would not maintain adequate access to direct sun into buildings and open spaces, and the proposed development has not been appropriately set back from the south western lot boundary nor designed to reduce the impacts of building bulk and scale;

c) Clause 5.3.2 of the R Codes in relation to Landscaping. The proposed street setback would result in reduced landscaping opportunities within the street setback area. The resultant landscaping does not contribute to the appearance and amenity of the development for residents or positively contribute to the streetscape;

d) Clause 5.3 of the Built Form Policy and Clause 5.1.6 of the R Codes in relation to Building Height. The proposed building height would contribute towards adversely affecting the amenity of the neighbouring property as outlined in Reason 2b; and

e) Clause 5.4.2 of the R Codes in relation to Solar Access for Adjoining Sites. The development has not been appropriately designed to protect the neighbouring property's (No. 107 Palmerston Street) access to direct sunlight to outdoor living areas and major openings, and would adversely affect the amenity of the neighbouring property; and

2. Having regard to the reasons above, the proposed development:

a) Is not physically compatible with its setting nor with the adjoining development (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015);* and

b) Would have an adverse and detrimental impact on the amenity and character of the locality (Clause 67(2)(n) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The application to be returned to Council no later than 90 days from today.

CARRIED (5-3)

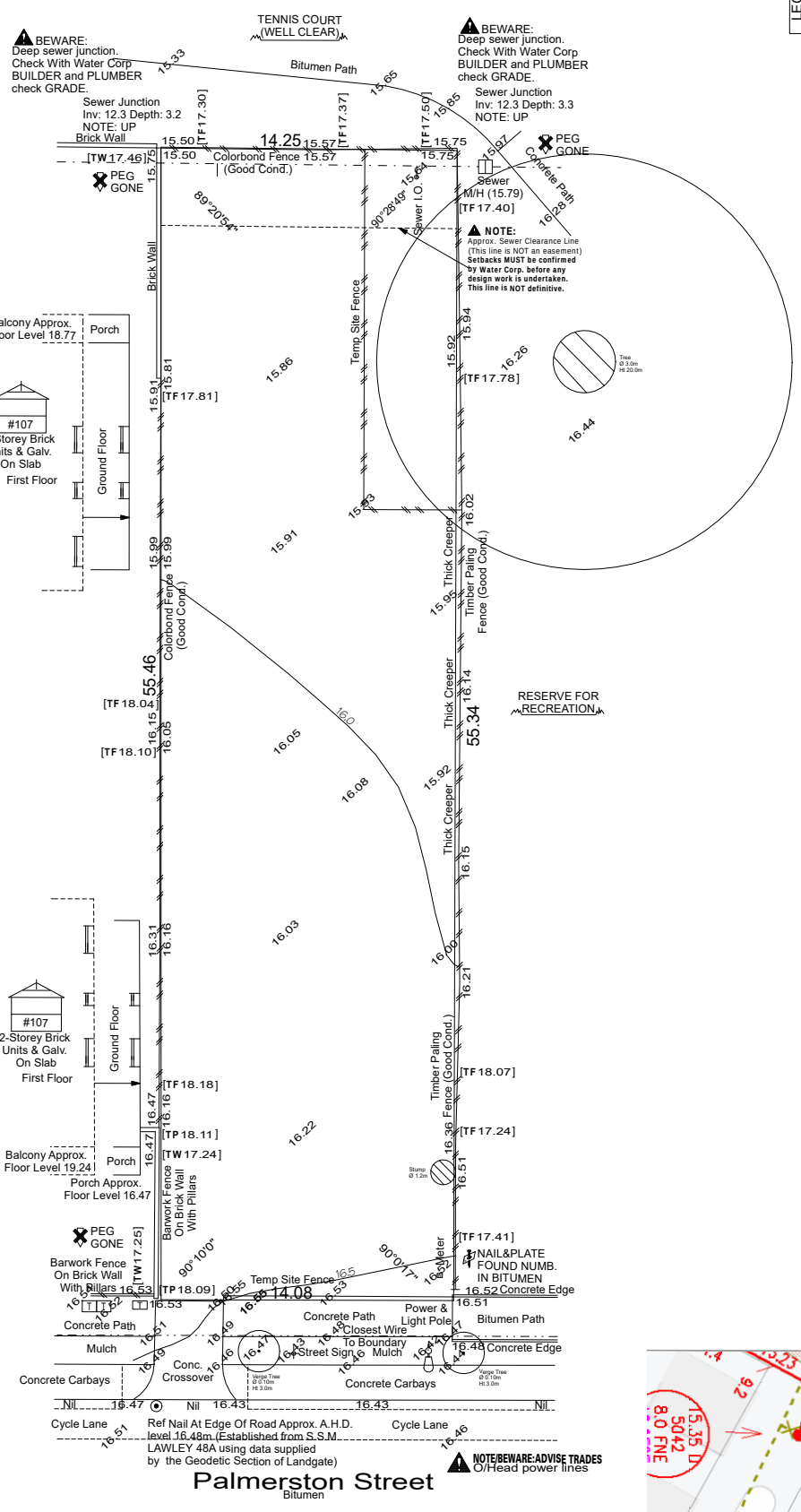
For: Cr Gontaszewski, Cr Alexander, Cr Loden, Cr Worner and Cr Wallace

Against: Cr Castle, Cr Hallett and Cr Ioppolo

(Mayor Cole was an apology for the Meeting.)

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

CITY OF VINCENT
RECEIVED
20 October 2022



LOT MISCLOSE
0.004 m

DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted

Existing Site Plan
Scale: 1:200

- Drafting₩Drawings₩Jobs ArchiCad₩5096 Tam - Palmerston₩01 Archicad PLN₩MASTER 5096 Tam - Palmerston v24.pln

Status: Planning Doc's

LEGEND

	Power Dome
	Power Pole
T / C	Phone Pits
W	Water Conn.
TP 10.00	Top Pillar/Post
TW 10.00	Top Wall
TR 10.00	Top Retaining
TF 10.00	Top Fence

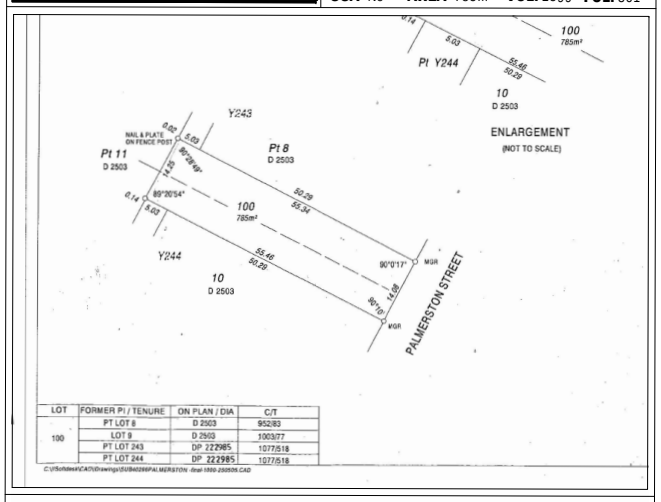
Drawing List

Page	Name
1 Perspectives	
1.01	Perspectives
2 Plans - MASTER	
2.01	Site Plan - Existing
2.02	Site Plan - New - MASTER
2.03	Plans - MASTER
2.04	Plans - MASTER
2.05	Plans - MASTER
2.06	Landscaping Plan - MASTER

Riverstone Custom Homes

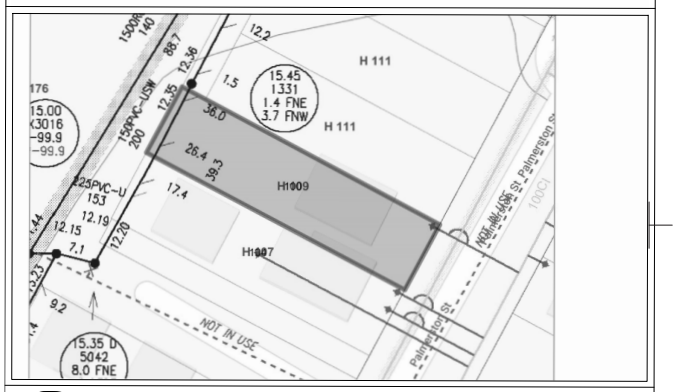
CONTOUR & FEATURE SURVEY

LOT Lot 100 (DP 43470)
ADDRESS #109 Palmerston Street, Perth
LGA CITY OF PERTH
CLIENT Gordan Tam
ORDER # 5096
GPS Lat: -31.941124 Long: 115.858205
SSA No **AREA** 785m² **VOL.** 2599 **FOL.** 361



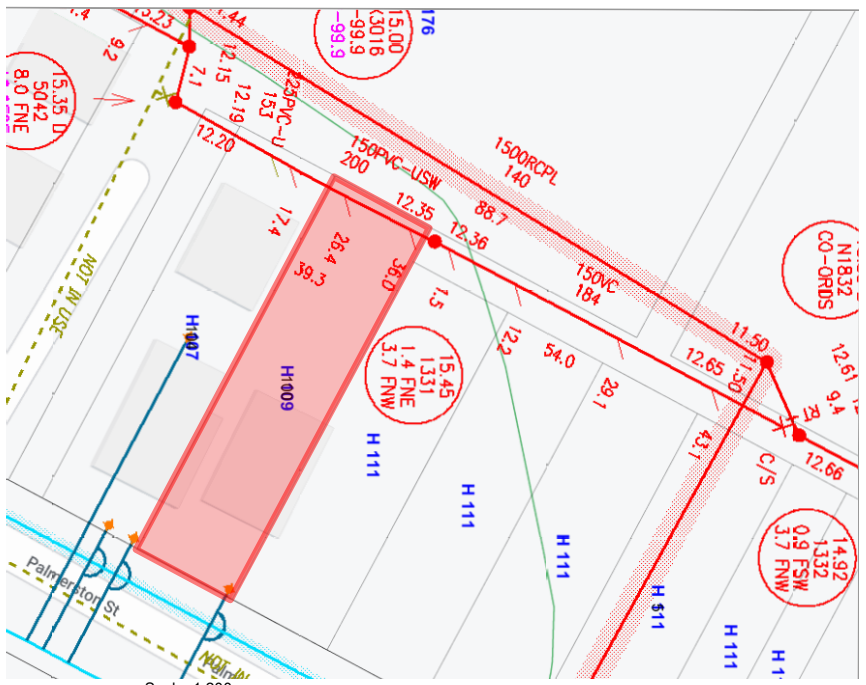
ELEC.	O/Head	**SEWER**	Yes	**ROADS**	Bitumen
GAS	Check Alinta	**COMMS**	Yes	**PATH**	Concrete
WATER	Yes	**DRAINAGE**	Good	**KERBS**	Nil

COASTAL No (Approx. Only - Confirm With Shire)
SOIL Sand
VEG. Light Grass Cover



COTTAGE SURVEYS
LICENSED SURVEYORS
87-89 Guthrie St
Osborne Park
WA 6017
PO Box 1611
Osborne Park BC
WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au

JOB: 524052 **DATE:** 14 Apr 22 **DRAWN:** T. Do



Scale 1:200
0 2 4 6 8

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Business Centre WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au

JOB #	524052	**GPS**	Lat: -31.941124 Long: 115.858205			**ROADS**	Bitumen
CLIENT	Gordan Tam	**ORDER #**	5096			**KERBS**	Nil
ADDRESS	#109 Palmerston Street	**LOT**	Lot 100 (DP 43470)			**FOOTPATH**	Concrete
SUBURB	Perth					**SOIL**	Sand
LGA	CITY OF PERTH	**AREA**	785m²	**VOL.** 2599	**FOL.** 361	**DRAINAGE**	Good
DRAWN	T. Do	**DATE**	14 Apr 22		**SSA** No	**VEGETATION**	Light Grass Cover

ELEC.	O/Head
COMMS.	Yes
WATER	Yes
GAS	Check Alinta
SEWER	Yes
COASTAL	No (Approximate Only Confirm With Shire)

BAL Rating: N/A.
Rev No.: DA 01
Job No.: 5096
Dwn No.: 2.01

Site Plan - Existing

RIVERSTONE

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W: www.riverstone.com.au
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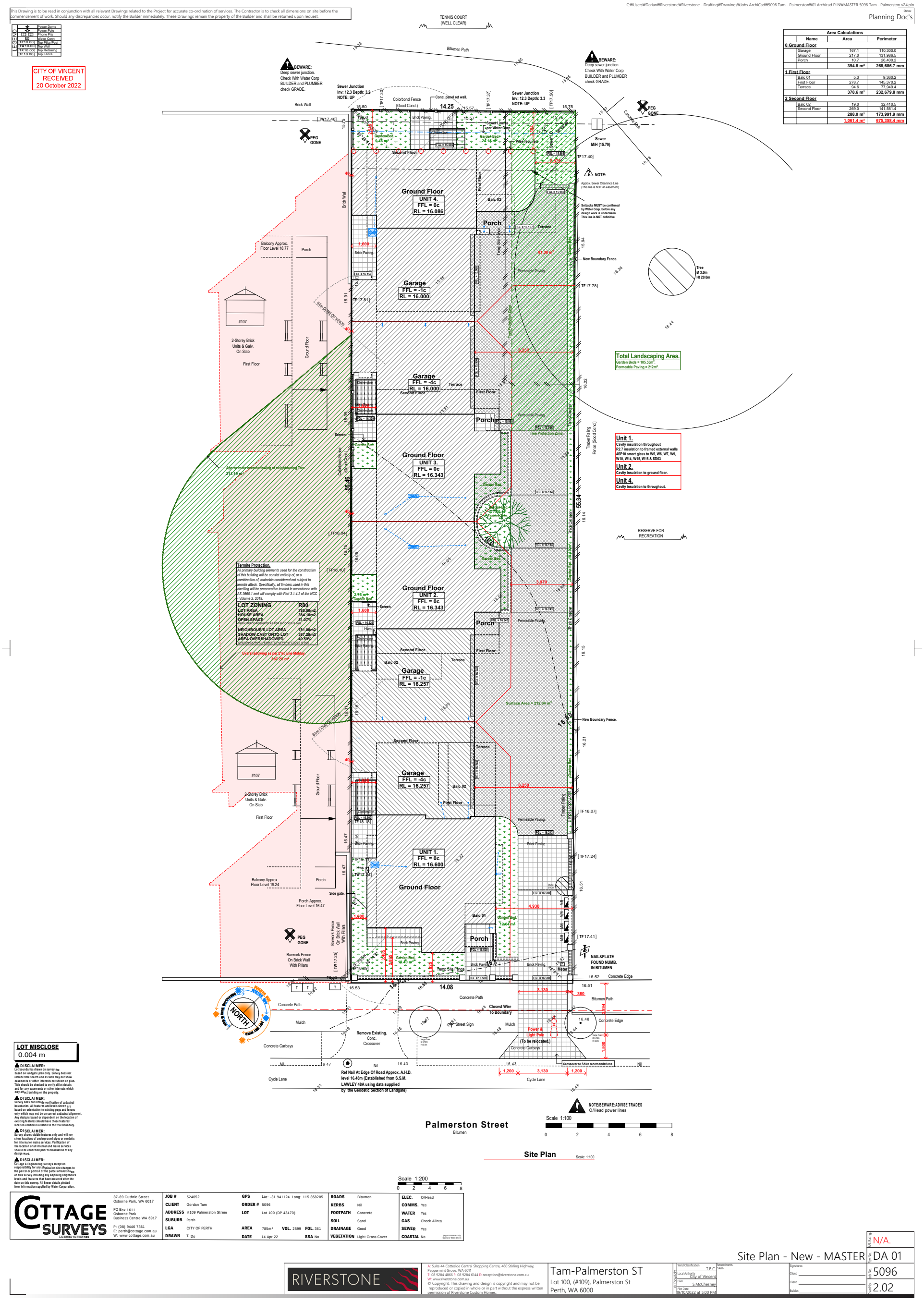
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 19/10/2022 at 4:59 PM
Amendments: DA01-
Signatures: Client: Client: Builder: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C:\Users\Darian\Riverstone\Riverstone - Drafting\Drawings\Jobs ArchiCad\5096 Tam - Palmerston\01 Archicad PLN\MASTER 5096 Tam - Palmerston v24.pln
Status: Planning Doc's
LEGEND
Power Dome
Power Pole
Phone Pits
Water Conn.
Top Pillar/Post
Top Wall
Top Retaining
Top Fence
CITY OF VINCENT RECEIVED 20 October 2022
TENNIS COURT (WELL CLEAR)
Bitumen Path
BEWARE: Deep sewer junction. Check With Water Corp BUILDER and PLUMBER check GRADE.
Sewer Junction Inv: 12.3 Depth: 3.2 NOTE: UP
Sewer Junction Inv: 12.3 Depth: 3.3 NOTE: UP
Brick Wall
Colorbond Fence (Good Cond.)
Conc. panel ret wall.
14.25
PEG GONE
Concrete path
Sewer M/H (15.79)
NOTE: Approx. Sewer Clearance Line (This line is NOT an easement)
Setbacks MUST be confirmed by Water Corp. before any design work is undertaken. This line is NOT definitive.
Ground Floor
UNIT 4.
FFL = 0c
RL = 16.086
Porch
Terrace
Balc 02
Balcony Approx. Floor Level 18.77
Porch
Brick Paving.
New Boundary Fence.
Tree Ø 3.0m Ht 20.0m
Garage
FFL = -1c
RL = 16.000
Permeable Paving.
Tree Protection Zone.
#107
2-Storey Brick Units & Galv. On Slab
First Floor
Ground Floor
Garage
FFL = -4c
RL = 16.000
Second Floor
Terrace
First Floor
Porch
Ground Floor
UNIT 3.
FFL = 0c
RL = 16.343
Garden Bed
Approximate encroachment of neighbouring Tree 211.16 m²
Total Landscaping Area.
Garden Beds = 105.55m².
Permeable Paving = 212m².
Unit 1.
Cavity insulation throughout
R2.7 insulation to framed external walls
4SP10 smart glass to W5, W6, W7, W9, W10, W14, W15, W16 & SD03
Unit 2.
Cavity insulation to ground floor.
Unit 4.
Cavity insulation to throughout.
RESERVE FOR RECREATION
Termite Protection.
All primary building elements used for the construction of this building will be consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the NCC - Volume 2, 2019.
LOT ZONING R80
LOT AREA 783.00m2
HOUSE AREA 384.10m2
OPEN SPACE 51.07%
NEIGHBOUR'S LOT AREA 791.80m2
SHADOW CAST ONTO LOT 397.28m2
AREA OVERSHADOWED 49.58%
Overshadowing as per 21st June Midday 367.28 m²
Ground Floor
UNIT 2.
FFL = 0c
RL = 16.343
Second Floor
Balc 02
Garage
FFL = -1c
RL = 16.257
Surface Area = 212.04 m²
New Boundary Fence.
Second Floor
Garage
FFL = -4c
RL = 16.257
Balc 02
First Floor
Ground Floor
UNIT 1.
FFL = 0c
RL = 16.600
Balcony Approx. Floor Level 19.24
Porch
Porch Approx. Floor Level 16.47
Side gate.
Barwork Fence On Brick Wall With Pillars
PEG GONE
Barwork Fence On Brick Wall With Pillars
Garden Bed 18.80 m²
Garden Bed 12.64 m²
Porch
Tango Std Plinth
NAIL&PLATE FOUND NUMB. IN BITUMEN
Concrete Edge
Concrete Path
Mulch
Closest Wire To Boundary
P Street Sign
Power & Light Pole (To be relocated.)
Concrete Carbays
Remove Existing. Conc. Crossover
Crossover to Shire recomendations.
Ref Nail At Edge Of Road Approx. A.H.D. level 16.48m (Established from S.S.M. LAWLEY 48A using data supplied by the Geodetic Section of Landgate)
Cycle Lane
Palmerston Street
Bitumen
NOTE/BEWARE: ADVISE TRADES O/Head power lines
Scale 1:100
Site Plan
Scale: 1:100
Scale 1:200
LOT MISCLOSE 0.004 m
DISCLAIMER: Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.
DISCLAIMER: Survey does not infer verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.
DISCLAIMER: Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.
DISCLAIMER: Cottage Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.
COTTAGE SURVEYS LICENSED SURVEYORS
87-89 Guthrie Street Osborne Park, WA 6017
PO Box 1611 Osborne Park Business Centre WA 6917
P: (08) 9446 7361
E: perth@cottage.com.au
W: www.cottage.com.au
JOB # 524052 GPS Lat: -31.941124 Long: 115.858205
CLIENT Gordan Tam ORDER # 5096
ADDRESS #109 Palmerston Street LOT Lot 100 (DP 43470)
SUBURB Perth
LGA CITY OF PERTH AREA 785m² VOL. 2599 FOL. 361
DRAWN T. Do DATE 14 Apr 22 SSA No
ROADS Bitumen
KERBS Nil
FOOTPATH Concrete
SOIL Sand
DRAINAGE Good
VEGETATION Light Grass Cover
ELEC. O/Head
COMMS. Yes
WATER Yes
GAS Check Alinta
SEWER Yes
COASTAL No
Area Calculations
Name | Area | Perimeter
0 Ground Floor
Garage 167.1 110,300.0
Ground Floor 217.0 131,986.5
Porch 10.7 26,400.2
394.8 m² 268,686.7 mm
1 First Floor
Balc 01 5.3 9,360.2
First Floor 278.7 145,370.2
Terrace 94.6 77,949.4
378.6 m² 232,679.8 mm
2 Second Floor
Balc 02 19.0 32,410.5
Second Floor 269.0 141,581.4
288.0 m² 173,991.9 mm
1,061.4 m² 675,358.4 mm
RIVERSTONE
A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date 9/10/2022 at 5:00 PM
Amendments.
Signatures: Client: Client: Builder:
Rev. Refrn. N/A.
Rev No. DA 01
Job No. 5096
Dwn No. 2.02
Site Plan - New - MASTER

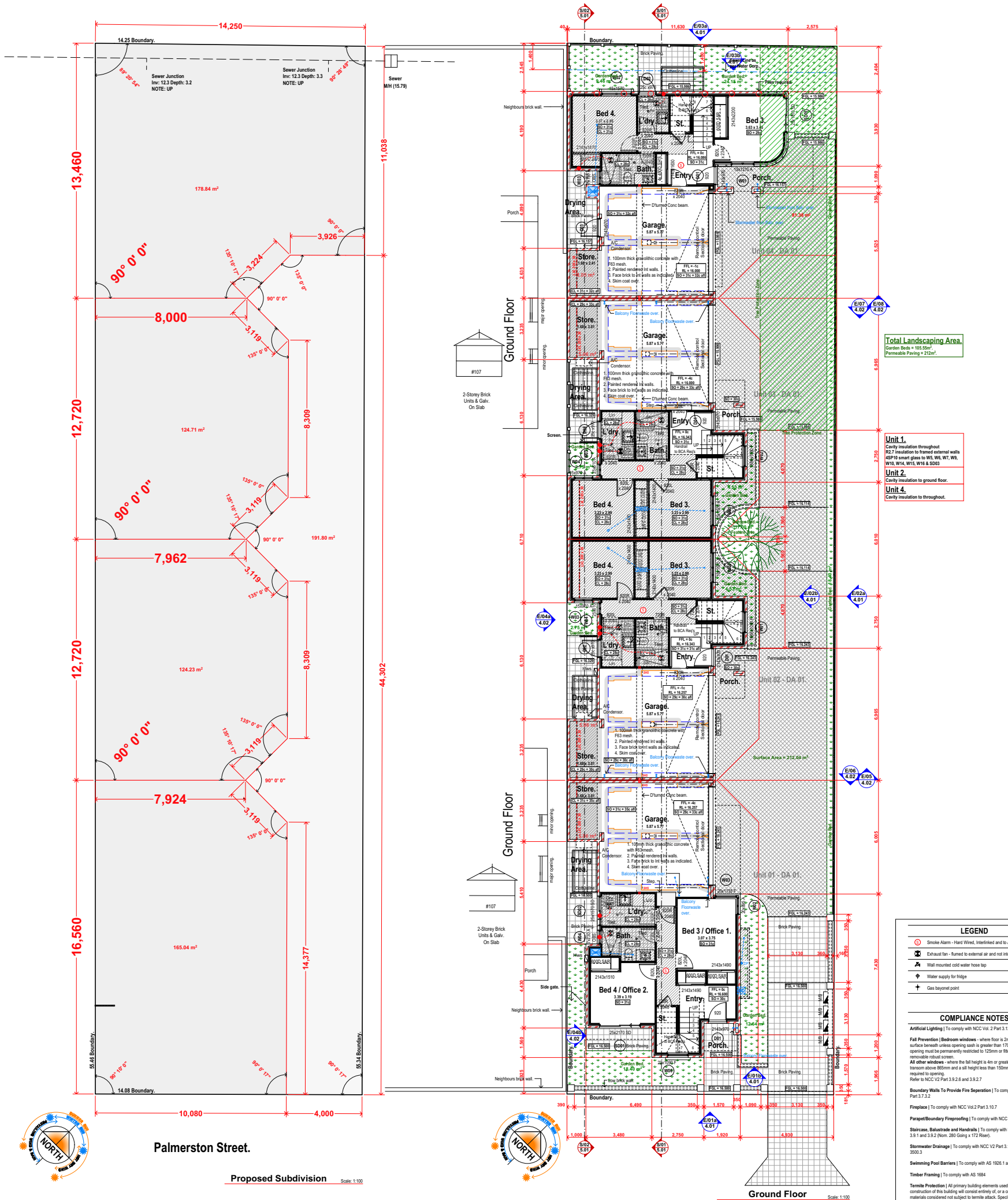
This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

C:¥Users¥Darian¥Riverstone¥Riverstone - Drafting¥Drawings¥Jobs ArchiCad¥5096 Tam - Palmerston¥01 Archicad PLN¥MASTER 5096 Tam - Palmerston v24.pln

Status: Planning Doc's

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	167.1	110,300.0
	Ground Floor	217.0	131,986.5
	Porch	10.7	26,400.2
		394.8 m²	268,686.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,061.4 m²	675,358.4 mm

CITY OF VINCENT
RECEIVED
20 October 2022



Total Landscaping Area.
Garden Beds = 105.55m².
Permeable Paving = 212m².

Unit 1.
Cavity insulation throughout
R2.7 insulation to framed external walls
4SP10 smart glass to W5, W6, W7, W9, W10, W14, W15, W16 & SD03

Unit 2.
Cavity insulation to ground floor.

Unit 4.
Cavity insulation to throughout.

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 citing AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date 9/10/2022 at 5:00 PM
Amendments:
Sheet:
Signatures:
Client:
Client:
Builder:

Job No. Rangs N/A.
Plans - MASTER Dwl No. DA 01
Job No. 5096
Dwl No. 2.03

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CITY OF VINCENT
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20 October 2022

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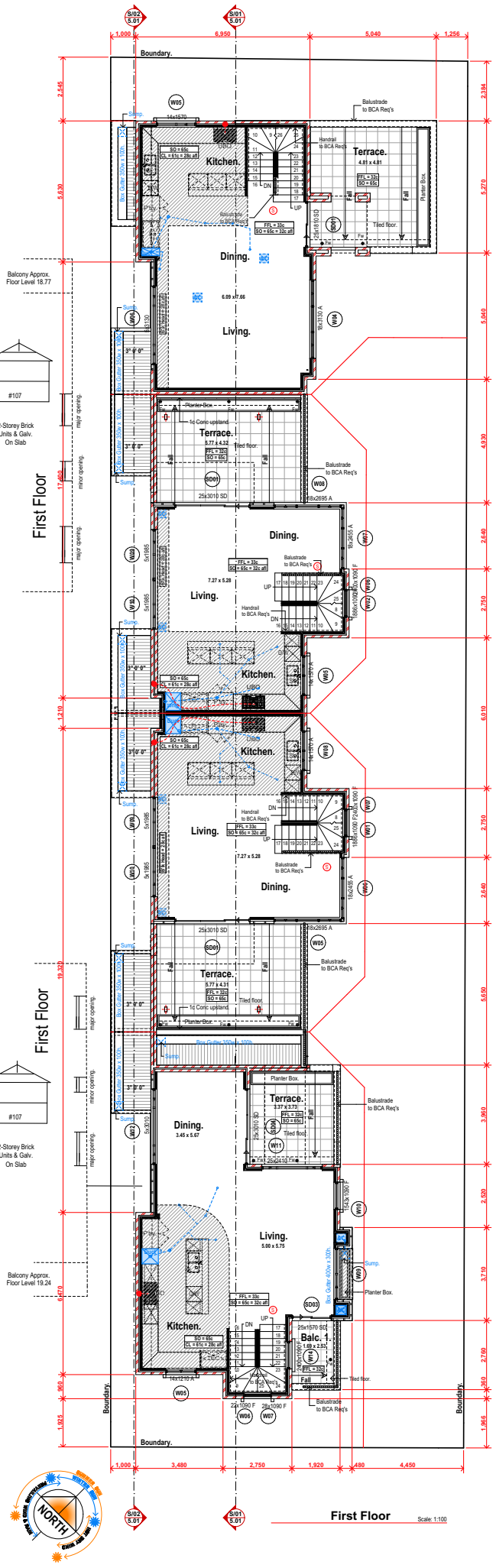
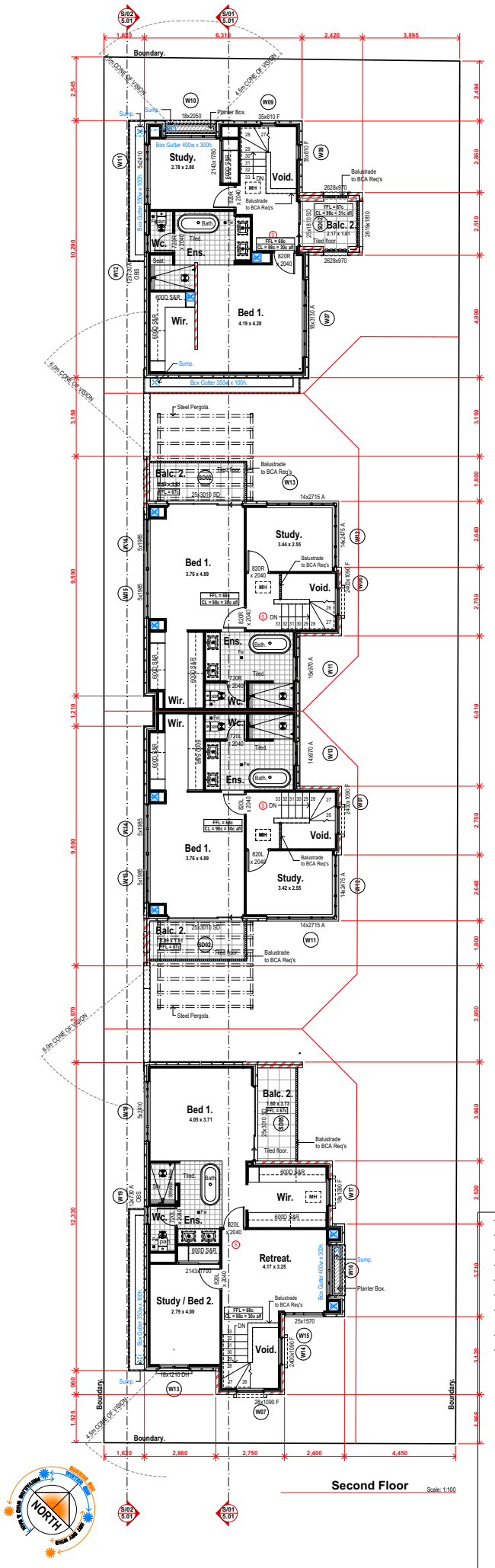
Status:
Planning Doc's

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	167.1	110,300.0
	Ground Floor	217.0	131,986.5
	Porch	10.7	26,400.2
		394.8 m²	268,686.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,061.4 m²	675,358.4 mm



First Floor Scale: 1:100



Second Floor Scale: 1:100

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 citing AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Buidling Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 19/10/2022 at 5:00 PM
Amendments: Date:

Signatures:
Client:
Client:
Builder:

Bld. Rating: N/A.
Plans - MASTER Dwg No: DA 01
Job No: 5096
Rev No: 2.04

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Status
Planning Doc's

CITY OF VINCENT
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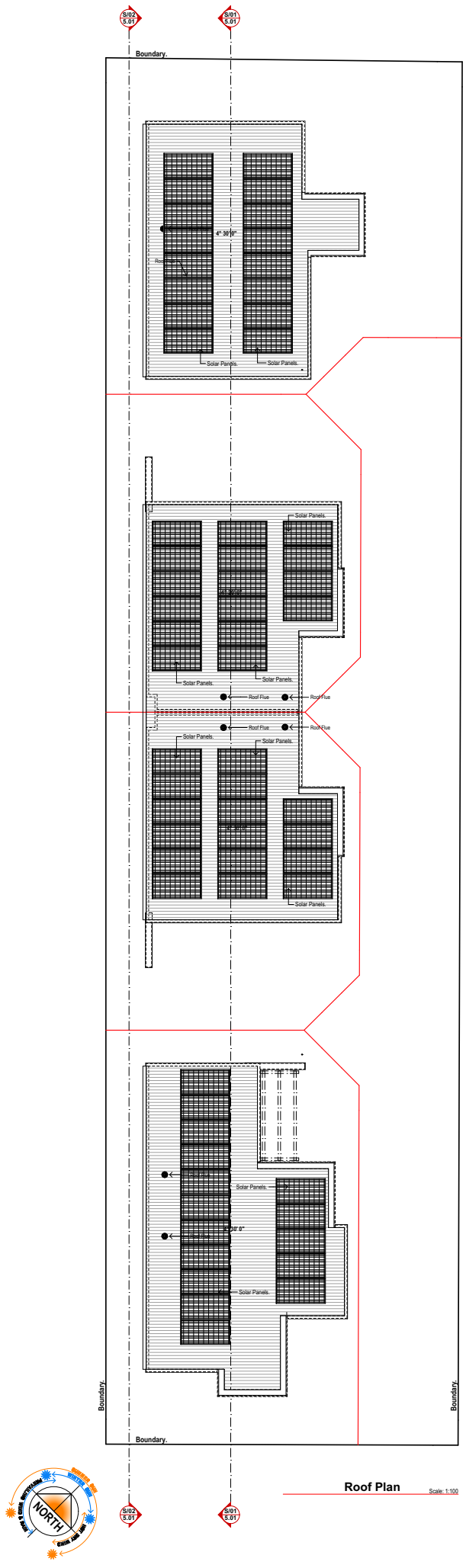
9 November 2022



Roof Plan Scale: 1:100

LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

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Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

Bal. Rating N/A.

Plans - MASTER Rev No. DA 01

Job No. 5096

Drawing No. 2.05

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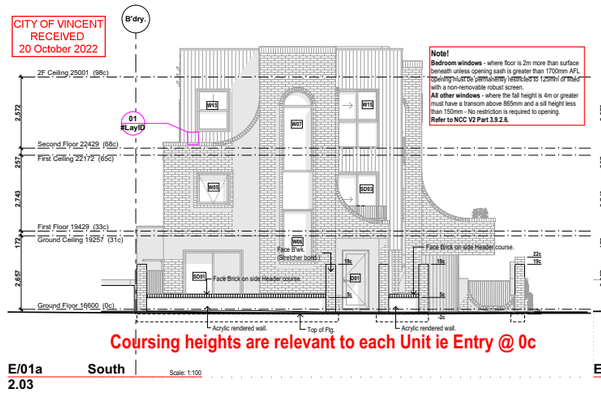
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date 9/11/2022 at 12:55 PM

Amendments: DA01-

Signatures:
Client:
Client:
Builder:

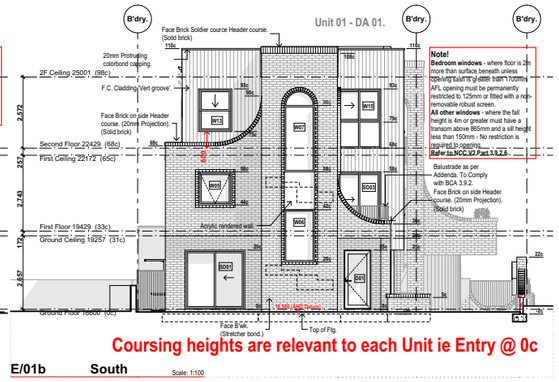
CITY OF VINCENT
RECEIVED
20 October 2022



Coursing heights are relevant to each Unit ie Entry @ 0c

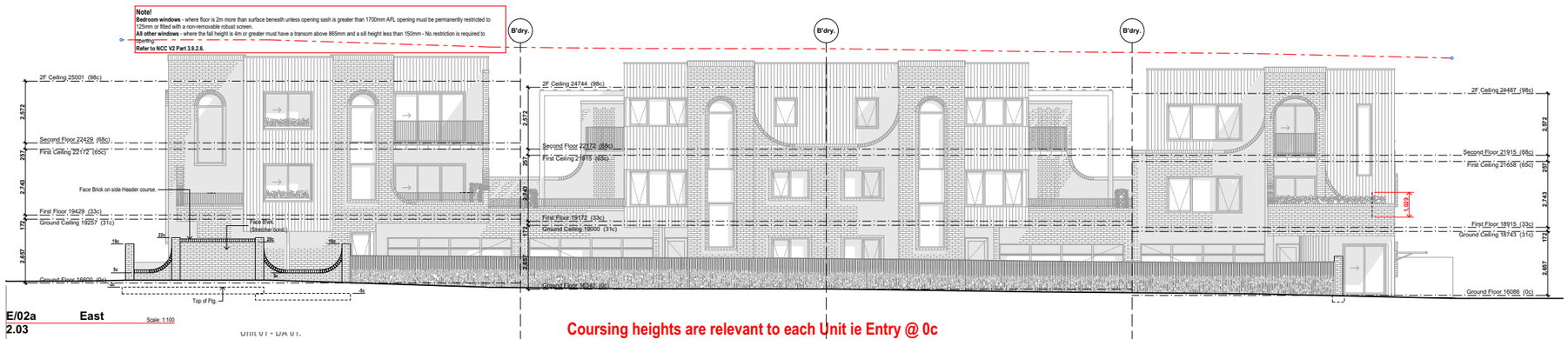
E/01a South Scale: 1:100

2.03



Coursing heights are relevant to each Unit ie Entry @ 0c

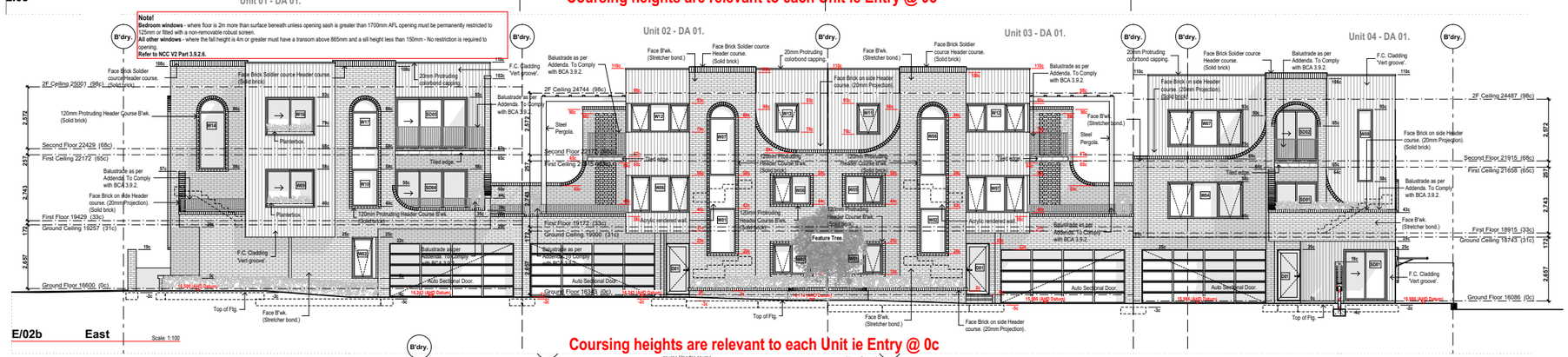
E/01b South Scale: 1:100



Coursing heights are relevant to each Unit ie Entry @ 0c

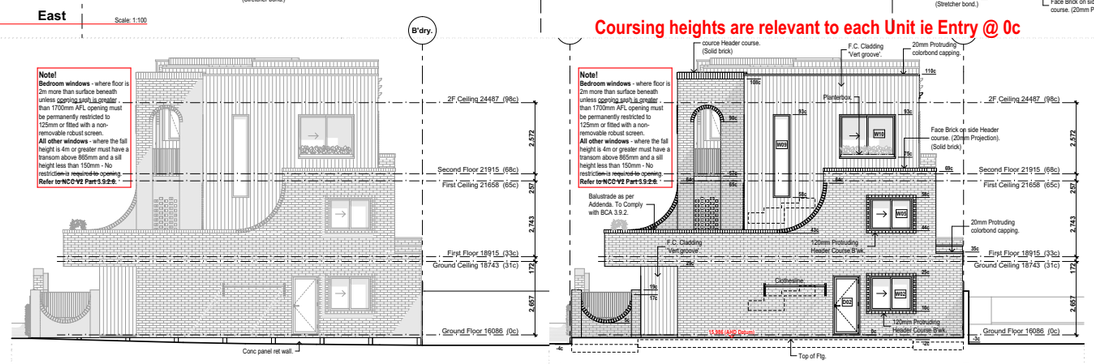
E/02a East Scale: 1:100

2.03



Coursing heights are relevant to each Unit ie Entry @ 0c

E/02b East Scale: 1:100



E/03a North Scale: 1:100

2.03

E/03b North Scale: 1:100

C:\Users\WDanaher\Riverstone\Riverstone - Desktop\Drawings\Models\Arch\Cad\9096 Tam - Palmerston v24.pln
Planning Doc Set
This drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, only the figured dimensions are to be taken and not scaled from drawings. Should any discrepancies occur, only the figured dimensions are to be taken and not scaled from drawings. Should any discrepancies occur, only the figured dimensions are to be taken and not scaled from drawings.

N/A.
Drawing Type
DA 01
Dwg No
5096
Job No
4.01
Dwg No
Elevations - MASTER
Signature
Client
Client
Builder
Date
Author
Checked
Drawing Status
T.B.C
Approved
As at AM 7th of Vincent
Plan
S.MACDonald
Date
10/10/2022 at 5:09 PM
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
Central Shopping Centre, 480 Stirling Highway,
Cottesloe WA 6011
9284 0644 E: reception@riverstone.com.au
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A Scale and Contextual Context Shopping Centre
RIVERSTONE

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Planning Doc Set

CITY OF VINCENT
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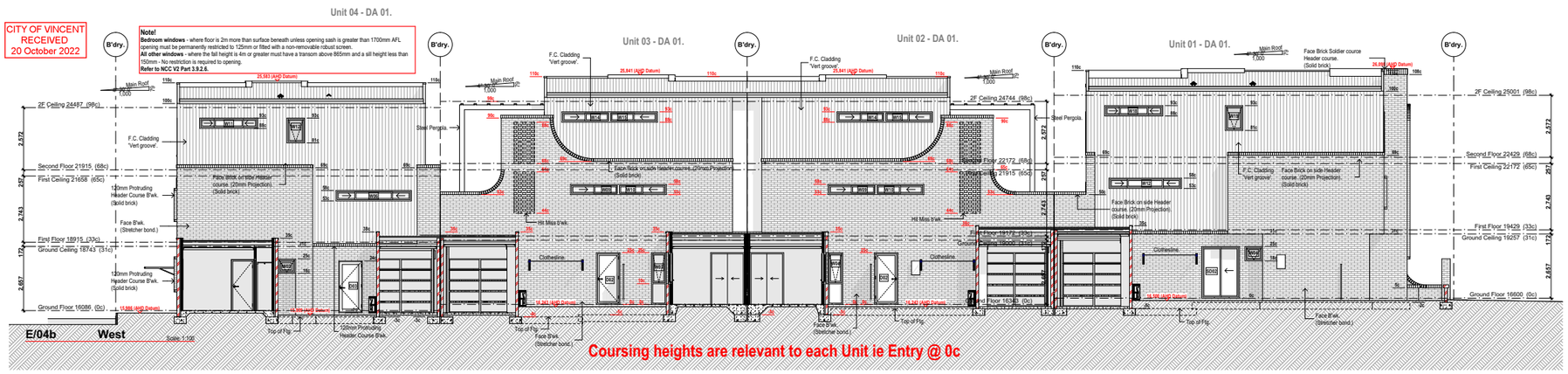
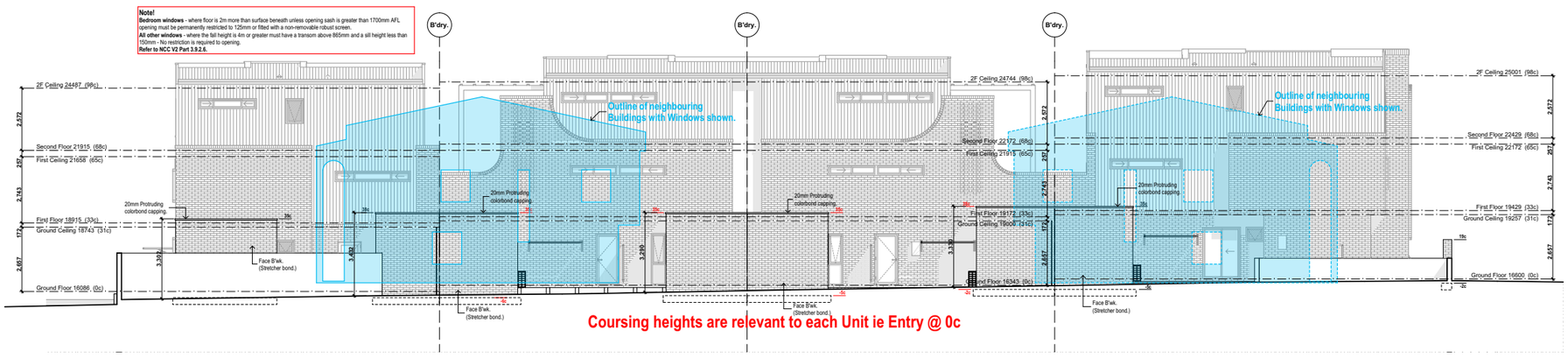
Note!
Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6.



E/04b West Scale: 1:100



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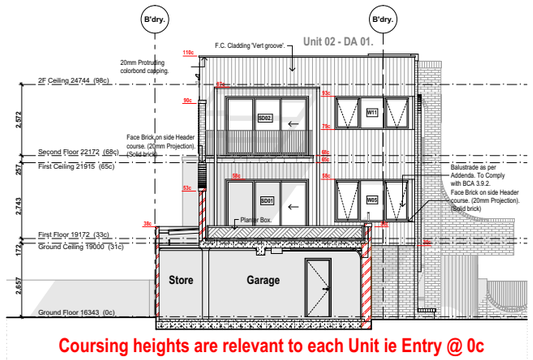
2.03



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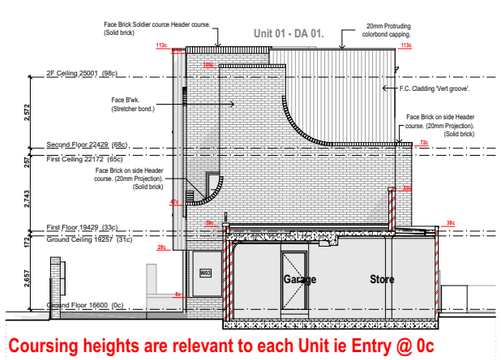

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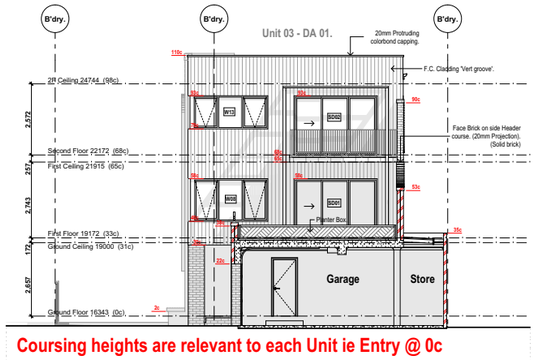

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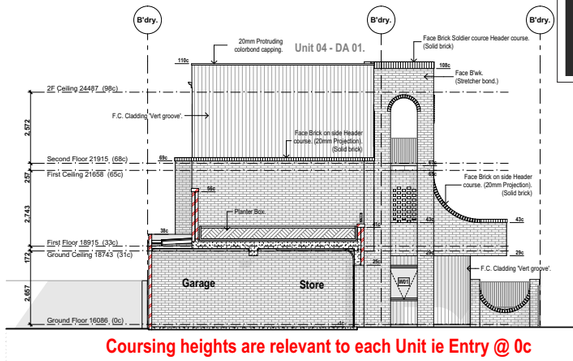

E/08 South Scale: 1:100

N/A.
Elevations - MASTER DA 01
Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000
5096
4.02
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This drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, only the figured dimensions / these drawings are to be used and not be extended upon myself.

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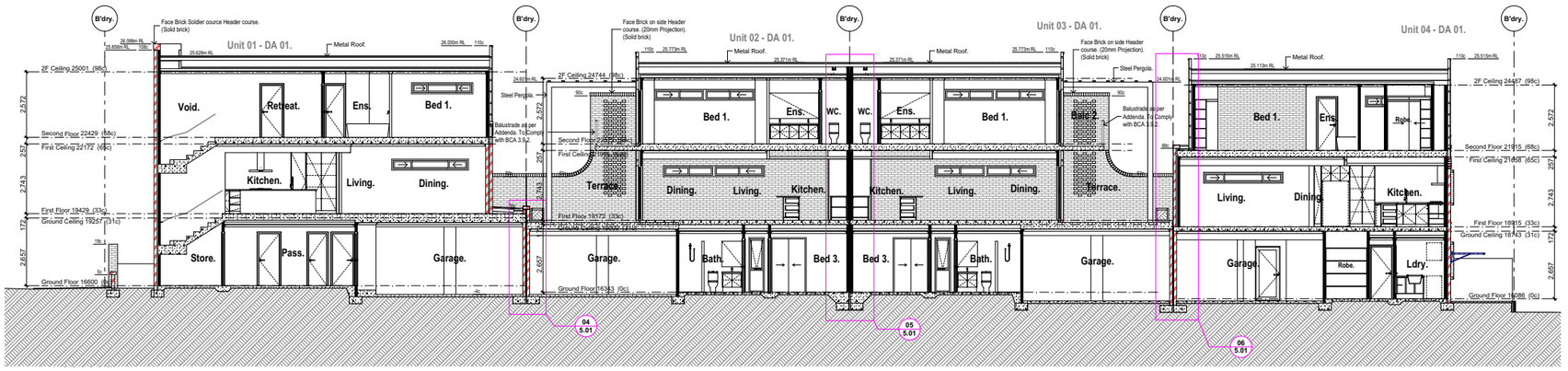

S/01 Section

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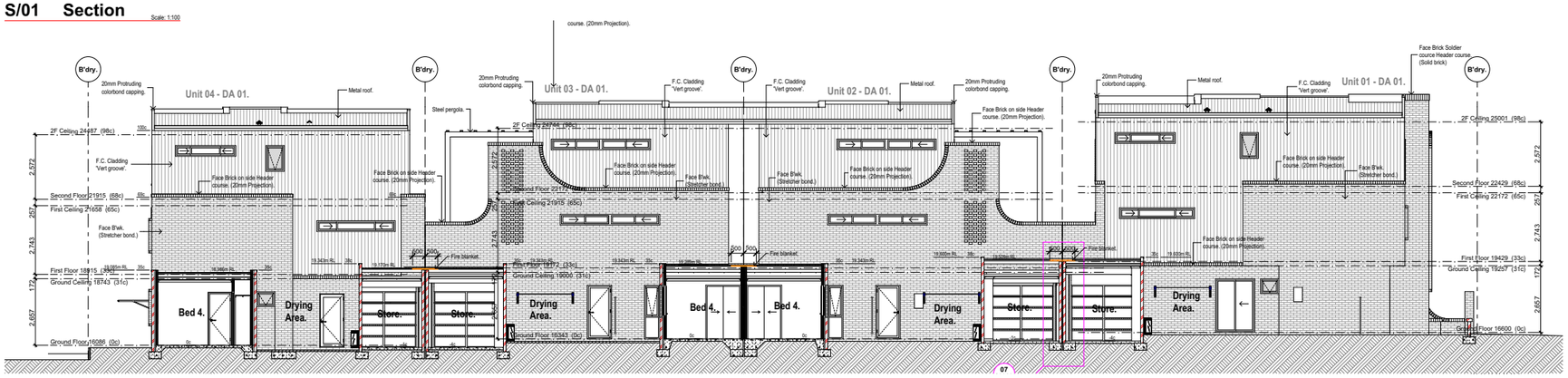
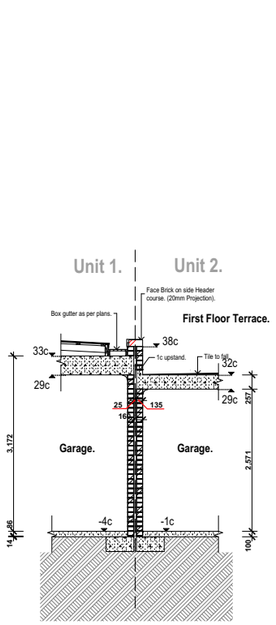


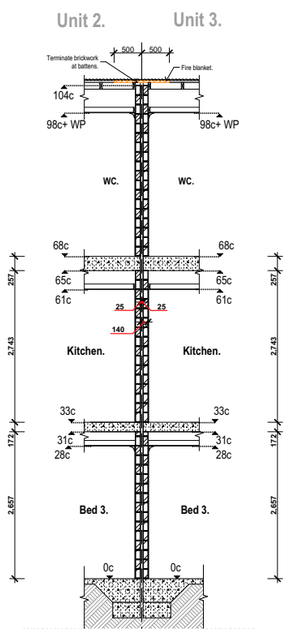
S/02 Section

Scale: 1:100



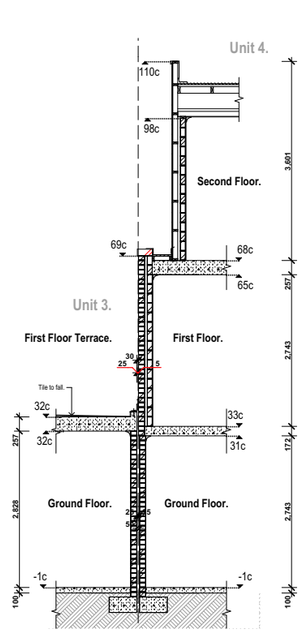
Boundary wall 1/2

Scale: 1:50



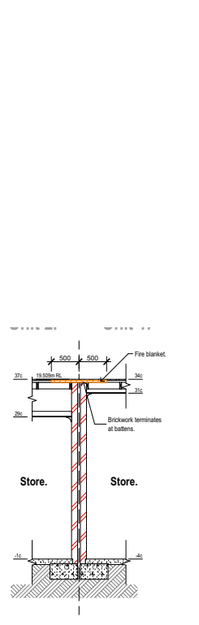
Boundary wall 2/3

Scale: 1:50



Boundary wall 3/4

Scale: 1:50



Store Boundary Wall 1/2

Scale: 1:50

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A: Suite 41 Cornerbrook Central Shopping Centre, 462 Stirling Highway
Peppermint Grove WA 6011
T: 08 9284 4800 F: 08 9284 4044 E: reception@riverstone.com.au
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Rev	Date/Author	Description
A	19/07/2022 AT 1:01 PM	S.McGeorge	1 & C Comments

Sections - MASTER

Dwn No. 5.01 | Job No. 5096 | Rev No. DA 01 | IAL Rating N/A

This drawing is to be read in conjunction with all relevant drawings related to the Project. To ascertain co-ordination of services, the Builder shall refer to all relevant consultant drawings. Figured dimensions are to be taken in preference to scaling. The Builder shall verify all dimensions on site before the commencement of any work, shop drawings or the fabrication of any component. Any discrepancies shall be brought to the notice of the Superintendent before proceeding with the work.

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Planning Drawings

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

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Status:
Planning Doc's

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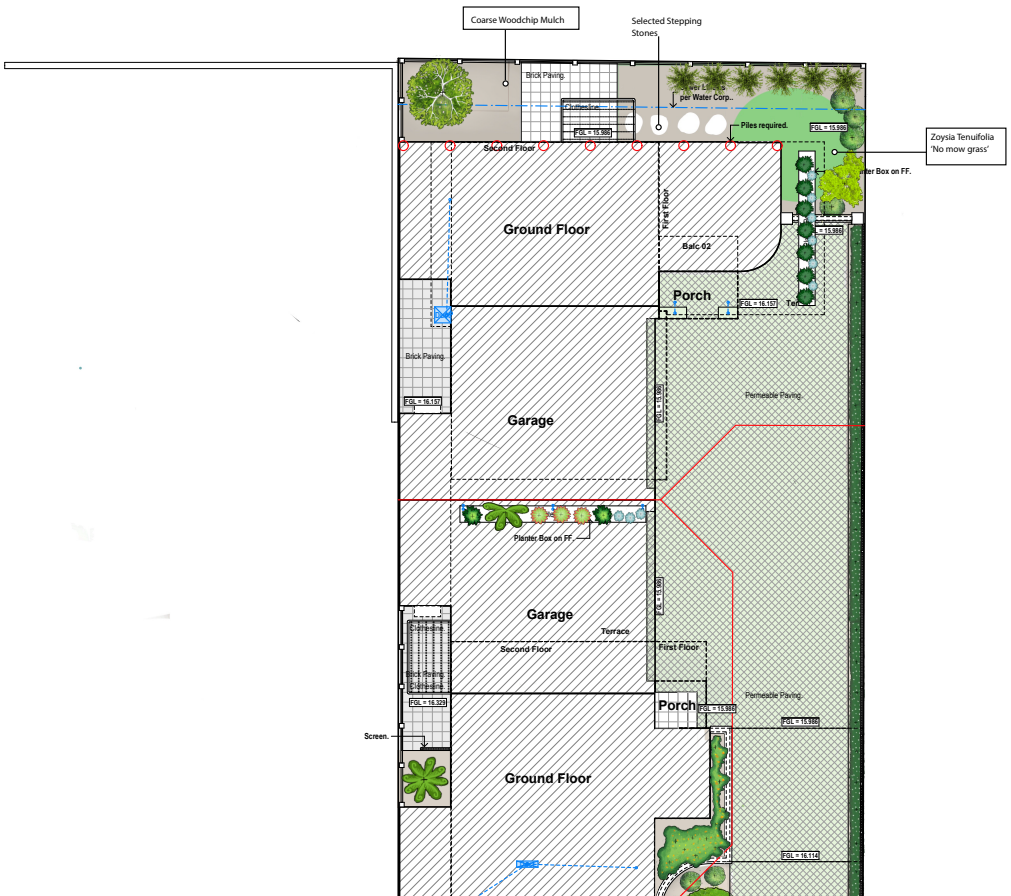

Symbol	Plant Name	Qty
	Trachelospermum 'Star Jasmine' plant @ 1.5m intervals	26
	Pittosporum tobira 'Miss Muffet'	13
	Scaevola nitida 'Aussie Spirit'	5
	Festula Glauca 'Blue Fescue'	3
	Eremophila Nivea 'Silky Eremophila'	2
	Lomandra 'Lime Tuff'	16
	Cyanthea Cooperii 'Australian Tree Fern'	4
	Dichondra Argentea 'Silver Falls'	15
	Nandina Domestica 'Gulf Stream'	9
	Parthenocissus Quinquefolia 'Virginia Creeper'	5
	Casuarina Glauca 'Cousin It'	7
	Bambusa Gracilis 'Slender Weavers Bamboo'	6
	Citrus Limon 'Eureka'	1
	Acer Palmatum 'Japanese Maple'	1
	Betula Pendula 'Silver Birch' 3 Stemmed Clump	2
	Tropaeolum majus 'Graden Nasturtium'	12
	Eremophila 'Blue Horizon'	10
	Anigozanthos Flavidus 'Kangaroo Paw'	1

Refer to Condition 5.1

1 Landscaping Plan
Scale 1:100

Landscaping Plan - MASTER

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A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
T: 08 9284 4866 F: 08 9284 6144 E: reception@riverstone.com.au
W: www.riverstone.com.au
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Tam - Palmerston ST
Lot 100, (# 109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 21/06/2022 at 2:26 PM
Amendments.
DA01.

Signatures:
Client:
Client:
Builder:

Est. Rating N/A.
Rev No. DA 01
Job No. 5096
Dwg No. 2.06

PS ref: 8433

18 January 2023

City of Vincent
244 Vincent Street
Leederville 7007

Attention: [redacted] Development and Design

Dear Sir,

LOT 100 (109) PALMERSTON STREET, PERTH 6000
OBJECTION TO PROPOSED DEVELOPMENT OF FOUR GROUPED DWELLINGS
UNACCEPTABLE LEVEL OF OVERSHADOWING TO ADJOINING PROPERTY

Planning Solutions acts on behalf of [redacted], the landowner of [redacted] Palmerston Street and [redacted] Palmerston Street. [redacted]

We are instructed to provide this submission to supplement [redacted] comments on the proposed variations to the development advertised by the City of Vincent (**City**).

Our clients fully accept that four grouped dwellings will be developed on the subject site. However–they **strongly object** to the proposed development in its current form and instructed us to request that the application be refused on the grounds that it fails to protect the solar access of our clients property.

Our review of the assessment materials associated with this application has identified some serious issues with both the City's assessment and the lack of support for the proposed variations.

The deemed-to comply-requirement of the R-Codes as it relates to overshadowing is that 50% of the adjoining property to the south may be overshadowed at noon on 21 June.

The original development plans sought approval for overshadowing of 61%–but this has been increased to 63% following deferment at the Council meeting on 15 November 2022. The exceedance was 11% in November 2022, and is now 13% at the time of this submission. The proposal under consideration has increased the exceedance rather than reduced it.

Our clients consider this to be both a surprising and highly disappointing outcome.

The relevant design principle of proceeding solar access has not been met by the proposed development

Whilst or client does accept that a variation to allow additional overshadowing is capable of approval, they are deeply concerned with the approach and the assumptions evident in both the applicant and the City's assessment, and that the approach does not take in to account the relevant considerations for such a proposed variation to be granted. The submission in our client's opinion does not provide adequate justification to support the variation sought.

PLANNING SOLUTIONS
URBAN & REGIONAL PLANNING
PS
Level 1, 251 St Georges Tce, Perth WA
(08) 9227 7970
GPO Box 2709
Cloisters Square PO 6850
admin@planningsolutions.com.au
www.planningsolutions.com.au
ACN 143 573 184 ABN 23 143 573 184
Planning Solutions (Aust) Pty Ltd

The variation sought requires a design principle assessment against the performance criteria of clause 5.4.2. This should include a demonstration that the proposed development is;

> *"designed to **protect solar access for neighbouring properties** taking into account the potential to overshadow existing: outdoor living areas; north facing major openings to habitable rooms, within 15 degrees of north in each direction; or roof mounted solar collectors."*

It is obvious the outdoor living areas and north-facing openings of the adjoining neighbour's houses have not been protected from overshadowing by the proposed development.

The full impact of the overshadowing on the amenity of the residential dwellings has not been recognised

In fact, the extent of the impact is masked somewhat by reference to the overshadowing of the overall site only. A more individualised assessment of the impact upon the individual neighbouring dwellings within the development (excluding driveway areas) demonstrates the full extent of overshadowing:

- The residents of **Unit 1** will experience overshadowing of **74%**, meaning that the majority of their outdoor living area will be cast in shade by this development.
- The residents of **Unit 2** will experience overshadowing of **95%** including the complete overshadowing of their outdoor living area and the obstruction to daylighting of five of their windows.
- The residents of **Unit 4** will experience overshadowing of **73%**, with half of their outdoor living area cast in shade and daylighting to five of their windows completely obstructed.

This can be seen more clearly by showing the internal lot boundaries on Figure 1 below.

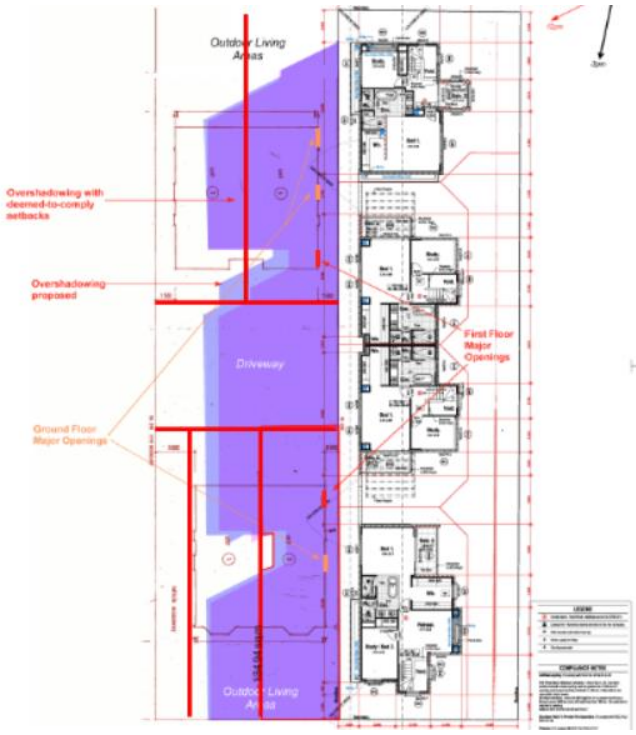

Figure 1 – Overshadowing analysis with the strata lot boundaries included

It clear the only compromise here is by the neighbouring residents and owners of No. 107, the majority of whom will have to live with their outdoor living areas being in shadow for much of the day, 4 months of the year. The proposed overshadowing will also result in the blocking of direct solar access to a number of the major openings to habitable rooms.

The underlying assumptions and assessment methodology are flawed

The underlying assumption appears to be that the everyone is entitled to build the biggest development that they can, regardless of the size, shape and orientation of their lot without justification.

The City's own assessment[1] seeks to justify the proposed overshadowing on the grounds that *"deemed-to-comply standards [in relation to building height and lot boundary setbacks] would result in 57.2 per cent overshadowing to the adjoining property."*

This argument is used to suggest that actual variation is a mere 3.4% greater than what would otherwise be acceptable. It implies that that a landowner has the **right** to maximise their building envelope–to build the largest building possible–without any serious expectation of meeting the maximum overshadowing requirements.

This is not the case.

The R-Codes are clear that when the clauses relating to lot boundary setbacks are in conflict with the overshadowing requirements–**it is the protection of solar access that takes precedence**.

Clause 2.1 of the R-Codes states that:

> *"**Notwithstanding** the lot boundary setbacks in clause 5.1.3, the development in climatic zones 4, 5 & 6 of the state shall be so designed that its shadow cast at midday, 21 June onto any other adjoining property does not exceed the following limits:"*

"Notwithstanding" is generally understood to mean "despite the fact that" or "even though" and is included here to mean that *whatever* the deemed-to-comply lot boundary setbacks are stated as, the 50% maximum overshadowing still needs to be met, or at the very least the variation needs to be properly considered and justified.

This interpretation is clearly supported by other clauses within the R-Codes, such as clause 5.3.7–which relates to the height of retaining walls–including a note that makes clear that *"overshadowing provisions under clause 5.4.2 apply"* meaning that the height of retaining walls needs to be calculated in the overall overshadowing impact.

Moreover, even though clause 2.1 explicitly references only the lot boundary setbacks in clause 5.1.3, it does not preclude consideration of other deemed-to-comply provisions, as made clear by the DPLH in their response to stakeholder concern about increasing deemed-to-comply building heights under the latest version of Volume 1 of the R-Codes[2]. The response stated that *"additional permissible height would not preclude an application from having to address the overshadowing provisions"*.

Consequently, contrary to the City's assessment, adherence to the deemed-to-comply setbacks does not support the proposed variation to overshadowing.

Furthermore, it is not accurate to refer to "deemed-to-comply" setbacks in the overshadowing analysis as the only alternative outcome. Doing so serves to give the impression that a strict compliance approach would yield no greater reduction in overshadowing and is therefore unwarranted.

[1] Page 20, Ordinary Council Meeting, 15 November 2022
[2] Interim Review of R-Codes Submissions Summary Paper

In reality, a compliance approach would see the development designed to meet the 50% overshadowing requirement and would protect the solar access to outdoor living areas. This is the comparison our client considers should have been provided in the analysis.

Vulnerability to overshadowing warrants greater efforts to protect solar access, not the opposite

The City also identifies our client's property as *"vulnerable to being overshadowed"* (page 19). This is true—but this cannot be used to justify a variation to the design objectives to support a design which disregards the requirements which set a foundation for assessment, without justification for the variations sought. The objectives require a demonstration that the solar access of our client's property will be protected—not a demonstration that it is vulnerable to overshadowing and that therefore it is simply acceptable to further negatively impact the amenity of the adjoining residents with the revised proposal.

Conclusion

[redacted] are aware that four grouped dwellings would be likely to be developed on the subject site. However, they object to the proposed development in its current form as the accumulative effect of the proposed variations will detrimentally affect the amenity of the property and the amenity of the residential neighbours.

It has been our experience that ensuring adequate daylighting, ventilation and solar access has become increasingly critical to the success of development projects and we do not consider there to be any inconsistency with this overarching industry trend and the desire of the landowner to ensure that solar access to their own property is protected.

The current design has apparently no regard for the amenity of its neighbours and does not satisfy the R-Codes Design principle of "protect[ing] solar access for neighbouring properties".

We are instructed to request Council to refuse the revised application as the resultant re-design continues to unacceptably overshadows our client's properties.

Should you have any queries or require further clarification in regard to the proposal, please do not hesitate to contact the writer.

Yours faithfully,

[redacted]

Summary of Submissions:

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

Comments Received in Objection:	Applicant Comment:
Building Height • Concern about shading from overshadowing in afternoons from three-storey building. • Concern about the bulk that would be presented by the three-storey nature of the proposal. • The proposed building height would block access to direct sun to habitable rooms and outdoor spaces and does not minimise overshadowing of adjoining properties.	• Overshadowing is inevitable due to location and orientation of the block relative to its neighbour. Total shadow is less than the 50% permissible area, and much of the overshadowing overlaps the neighbouring tree shadow falling on the adjacent paved car parking area (Refer to Page 2.02). We would have liked to have the driveway on the South side as a solar buffer for the neighbours but could not do so due to a root protection zone needed by the neighbouring Moreton Bay Fig tree in the park. • Flat roofs have been chosen to decrease bulk compared to 2 storey plus pitched roofs. The top of the proposed buildings are only half a storey taller than the top of the neighbouring houses. The bulk is not continuous with separation between buildings and only 35% of the site at 3 storeys high. • Single storey height gaps between the buildings have been designed to maintain partial solar access to neighbours windows (Refer to Elevations page 4.02) We feel that this will have less impact than building adjoining terraces spread along the whole length of the block.
Street Setbacks • Street setback should be consistent with Nos. 105 and 107 Palmerston Street and the design is not consistent with the established character of the streetscape. • The proposed buildings would not be not consistent with the streetscape and are not complementary to the park.	• The front street setback has been calculated by averaging the setbacks for the adjoining 5 properties, including the apartments at number 99 Palmerston st. This was then averaged, with only 20% of the frontage containing a 1.925m front setback. The low front setback is consistent with the high density zoning and future development potential of the area. • The proposed buildings were designed to be sympathetic to the streetscape using complimentary materials, forms and architectural treatments. Garden terraces and on structure planting (including vines and creepers) have been included to create a green transition to the park. Curves in the building have been inspired by the buttress roots in the neighbouring fig trees in the park.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Lot Boundary Setbacks • The proposed setbacks will present significant massing, with 9-metre-high walls wall less than 1.2m from the lot boundary. • Concern about the bulk and scale that would be presented by the dwellings to the adjoining property.	• All 3 storey walls are a minimum of 1.6m from the boundary. Some 2 storey walls are 1m from the boundary, which is consistent with the houses next door. Given the small block sizes we felt that having decreased setbacks compensated by spacing between the houses was a better design outcome than spreading the built form along the whole length of the blocks. • The 3 storey nature of the development is consistent with the zoning, future development potential, and existing recent residential developments in the immediate area. We feel that the proposal is a sensible mid-point between single dwellings and apartments and is an appropriate scale and density for inner city living.
Overshadowing • The shadow caused by the proposed building would impact on the adjoining property's access to direct sun and ventilation to outdoor living areas and major openings to active habitable spaces. • Extent of overshadowing will result in the adjoining properties being in shadow for the entirety of the day.	• Overshadowing is inevitable due to the orientation of the block relative to its neighbours. We were unable to use our driveway as a solar buffer to the neighbours due to the root protection zone required by the neighbouring 22m tall Moreton Bay fig tree in the park. This tree already overshadows a significant part of the neighbouring property. • Single storey height gaps between the buildings have been designed to maintain partial solar access to neighbours windows. The hit and miss brick screening to the 3rd floor balconies has been designed with air flow and ventilation to the neighbours in mind. (Refer to Elevations page 4.02) • The neighbouring properties do not appear to have been designed with solar orientation in mind, with only small windows to the North and Verandah's shading the North West and South East windows. It is anticipated that any future development of the neighbouring site could be weighted towards the South boundary, regaining a better solar aspect.
Visual Privacy • Concerns about the impact of visual privacy of adjoining properties from the reduced setback to the proposed Unit 2 and 3 balconies. • Concern about visual privacy impacts from the proposed terraces	• Hit and miss brick screen walls to Unit 2 and 3 balconies have been used to maintain visual privacy to the neighbours while maintaining light and air flow. The thickness of these brick walls ensure no downward visibility towards the neighbours through the gaps. Cones of vision show that there is no direct view into neighbours windows, with only blank walls and minor openings falling within the visual cone. • The terraces are orientated away from the neighbouring property towards views to the park on the North East side. All major openings, balconies and terraces facing this way.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Car Parking • Street parking is limited, and the lack of visitor bays would further impact this. • Cars will be entering the sole driveway which may cause noise and disruption.	• There are 4 council managed parking bays directly in front and adjacent to the site. There are an additional 5-6 parking bays further along the road alongside the park. We consider this to be ample street parking. • We have provided parking for 8 cars on the site which will decrease the pressure of the house occupants on the street parking. • Adding a visitors parking bay to the front of the property alongside existing street parking could create an excessive car presence, detracting from the vibrancy of the streetscape. An additional car bay would also decrease landscaping and increase non-permeable surface. • The driveway areas in front of the garages are approx 12x6m in size, large enough to fit a car parked across the front of a double garage without blocking the driveway. This could be useful where a service or trade vehicle needs to temporarily park close to a house. • The driveway is located away from neighbouring properties so is unlikely to cause noise and disruption. The driveway is consistent with other driveways serving neighbouring grouped dwellings.
Design • The design is not sympathetic to the parkland and adjoining properties • Concern about overall over-development of the site, reflected in the departures from the deemed-to-comply setback standards. • Concern that design maximises impact on property to the south-west due to the location of the driveway along the north-eastern lot boundary, resulting in bulk, massing and overshadowing impacts.	• The proposed buildings were designed to be sympathetic to the streetscape using complimentary materials, forms and architectural treatments. Garden terraces and on structure planting (including vines and creepers) have been included to create a green transition to the park. Curves in the building have been inspired by the buttress roots in the neighbouring fig trees in the park. • The scale of the development is in line with the dense zoning and future development potential of the area. There are other 3 storey townhouse developments in the area, and large scale apartments a few houses away. We believe the scale makes good use of the inner-city location while balancing the diverse size of buildings in the area. • We would have liked to locate the driveway along the South west boundary to decrease the impact on the neighbour. However in order to protect a significant Moreton Bay Fig tree in the park next door we were required to provide an extensive root protection zone along the North East boundary, preventing us from building there. This had a significant impact on the overall design.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Street walls and fences • The proposed fence does not comply with the City's Built Form Policy	• We believe that the proposed fence does comply with the City's Built Form Policy. The form and materials used in the front part of the fence are consistent with the built form of the proposed dwellings and neighbouring properties. • The fence along the park boundary is currently a solid timber fence which is partially covered in vines. We would like to maintain this appearance as it creates a soft green transition the park. Creepers have been specified in our landscape plan to soften the fence from the driveway side, while vines from the park side are likely to continue growing along the fence if not removed.

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

URBANISTA
TOWN PLANNING

14 February 2023

Attn. Officer
City of Vincent
244 Vincent Street
LEEDERVILLE WA 6007

Dear Officer

NO. 109 (LOT 100) PALMERSTON STREET, PERTH
RESPONSE TO SUBMISSION – FOUR (4) GROUPED DWELLINGS

Urbanista Town Planning have been engaged on behalf of the proponent of a development application at No. 109 Palmerston Street to respond to a submission prepared by Planning Solutions on behalf of the neighbouring landowners.

As you are aware, our client is proposing four (4) grouped dwellings on the subject site and is seeking several variations to the deemed-to-comply requirements of the planning framework. However, Planning Solutions' submission specifically addresses the perceived overshadowing impacts and on this basis, this submission seeks to respond to the claims made in their submission dated 18 January 2023 submission which objects to the proposal.

In reviewing the submission prepared by Planning Solutions, it is considered that there are several shortcomings with their planning assessment. On behalf of our client we seek to respectfully address these deficiencies, with a detailed analysis of the proposed development's overshadowing discussed in further detail below.

ASSERTIONS MADE BY PLANNING SOLUTIONS

Planning Solutions make the following assertions and claims in their submission dated 18 January 2023:

- It is accepted that four (4) grouped dwellings will be development on the subject site, however, the proposed development in it's current form is not supported.
- The submission prepared by the proponent does not provide adequate justification to support the overshadowing variation sought.
- The proposed development should demonstrate that it meets the performance criteria set out in Clause 5.4.2 of the R-Codes which states that the proposed development should be:

  "*designed to protect solar access for neighbouring properties taking into account the potential to overshadowing existing: outdoor living areas; north facing major openings to habitable rooms, with 15 degrees of north in each direction; or roof mounted solar collecters*".

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- The proposed development will overshadow the residents of Unit 1 by 74 per cent, Unit 2 by 95 per cent and Unit 4 by 73 per cent.
- The underlying assumption appears to be that everyone is entitled to build the biggest development they can, regardless of size, shape and orientation and that a deemed-to-comply development would result in 57.2 per cent of overshadowing to the adjoining property, with the actual variation being 3.4 per cent greater that what would ordinarily be acceptable.
- Adherence to the deemed-to-comply setback requirements of the planning framework does not provide support to the proposed variation.

While majority of these assertions made by Planning Solutions could be considered acceptable, there are several key factors that influence and drive the acceptability of the proposed overshadowing arrangements that manifest beyond the built form proposal that must be considered in the decision-maker's assessment. These aspects are discussed in further detail below.

DEVELOPMENT CONTEXT

In considering the proposal, it is necessary to review the immediate context of the subject site to gain an understanding of the unique features of the locality, which can inform and shape an appropriate design for the subject site.

In considering the existing context, *State Planning Policy 7.0 – Design of the Built Environment* (SPP 7.0) provides guidance and performance-based Design Principles that, when used together, create a broad definition of what is meant by 'good design'.

Specifically, SPP 7.0, under 'Context and Character' states that "*good design responds intelligently and sensitively to factors such as prominent natural and built features, social, economic and environmental conditions to positively contribute to the identity of an area including adjacent sites, streetscapes and the surrounding neighbourhood context. Interpretative responses to context are encouraged, imitation of existing features should be avoided.*"

In considering the subject site's context, three (3) influencing factors area identified as being unique to the subject site. These are; the prevailing lot orientation of the locality, the adjoining Robertston Park reserve to the north of the subject site, and the existing overshadowing constraints. These aspects are discussed in further detail below.

LOT ORIENTATION

In reviewing the prevailing lot configuration of the locality, the following unique features are noted:

- The subject site is located immediately north of No. 107 Palmerston Street, with the subject site's greatest length being along the east to west orientation (a total length of 50.29 metres).
- All properties along Palmerston Street follow the same lot configuration as described above; essentially properties are sandwiched between each other, with the east to west orientation being the prevailing lot pattern within the locality.
- This lot configuration will inherently cause overshadowing impacts that would not ordinarily be attributed to alternative lot configurations.

The below image depicts the context of the prevailing lot configuration within the locality and along Palmerston Street.



Prevailing Lot Configuration – Palmerston Street (east-west)

The context of the prevailing lot confirugation of Palmerston Street described above makes it difficult to achieve fully compliant overshadowing for any new development within the locality. Additionlly, lot frontages along Palmerston Street typically have a width of 14.08 metres to the front and rear lot boundaries. This makes it challenging to appropriately site and configure dwellings in a manner that will not cause undue overshadowing impacts within this prevailing lot configuration.

Notwithstanding, what this prevailing context means is that new buildings on properties along Palmerston Street would ideally need to be located along the northern boundary of their respective site with driveways being located to the south so as to ensure as much overshadowing as possible occurs within the respective lot boundary.

However, in the context of the subject site, this is not possible as there is another influencing factor that must be considered when examining the siting of new development on the subject site. Unlike the rest of the properties along Palmerston Street, the subject site abuts Robertson Park. The constraints associated with the subject site abutting Robertson Park is discussed in further detail below.

ROBERTSON PARK

As discussed above, the subject site is located adjacent to Robertson Park. Robertson Park features a large Moreton Bay Fig Tree (Fig Tree), adjacent to the northern corner of the subject site and is included

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in the City's Trees of Signifiance Inventory. Treets listed on the Inventory have significant value and are considered worthy of retention and protection.

Specifically, the Fig Tree is situated approximately 4.7 metres to the north of the subject site and is approximately 28 metres high. The canopy of the tree also spreads approximately 12 metres to the south-west and overhangs into the subject site. Additionally, Robertson Park is included on the State Register of Heritage Places and is listed on the City's Municipal Heritage Inventory as Category A – Conservation Essential.



Streetview of 107 Palmerston Street, Development Site & Fig Tree

In essence, any development proposal on the subject site must have a high level of due regard for the significance of the Fig Tree located to the north of the property. Furthermore, to ensure the ongoing viability of the tree, the City's Planning Department requested that adequate separation be provided between the Fig Tree and any future development to ensure the ongoing protection of the tree's root system.

In attempting to provide adequate separation between the development and the existing Fig Tree and avoiding any overshadowing impacts to properties to the south, the effective area that could be developed at the rear of the property would be nil. Notwithstanding, one final aspect of the prevailing development context must also be considered.\

EXISTING OVERSHADOWING

Notwtihstanding above, and noting the tree's signifiancant height, further analysis of the existing overshadowing conditions experienced by the subject site and the property to the south should also be considered. A desktop analysis of aerial imagery that depicts the range of overshadowing that occurs as a result of the Fig Tree is provided below.

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Overshadowing at 3 June 2022 (winter)

A desktop analysis of the subject site and the adjoining site to the south reveals the following:

- As depicted in the 3 June 2022 image, the Fig Treet to the north overshadows approximately 58 per cent of No. 107 Plamerston Street (~455m^2 of overshadowing), extending all the way to the laneway to the south of No. 107 Palmerston Street.
- The existing oveshdowing as a result of the Fig Tree impacts the overdoor living areas and habitable rooms of the rear two units and a portion of the outdoor living area of one of the front units at No. 107 Palmerston Street.

The significance of the existing overshadowing conditions is discussed in further detail below.

SITING OF THE DEVELOPMENT

As the subject site is vacant, it is evident that during the winter period, the Fig Tree is responsible for a significant overshadowing impact onto the subject site and to the units at No. 107 Palmerston Street to the south.

It is well established that the R-Codes Vol. 1 requires an assessment of any new development's overshadowing impact on the shortest day of the year, being June 21. While the exact date the June Nearmap image was taken; it does provide evidence that during the winter solstice the subject site and the adjoining site are severely impacted by overshadowing as a result of the Fig Tree to the north.

In reviewing the prevailing lot configuration of the locality it is preferable to locate any new development on the subject site, as close as possible to the northern boundary. However this siting requirement

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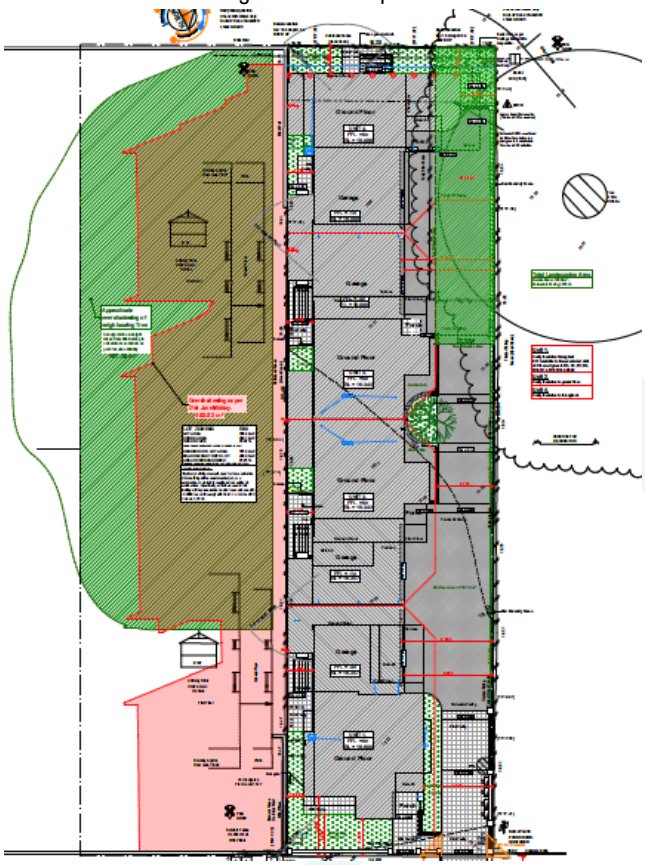
competes with the desire to provide adequate separation between new buildings and the Fig Tree (a tree protection zone to protect the roots and provide for adequate infiltration to the root system); and as such a conflict arises.

Notwithstanding, a closer look a the existing overshadowing situation also provides an opportunity to appropriately site a portion of the built form in the existing overshadowing pocket that occurs as a result of the Fig Tree. This is because any new buildings proposed in the existing overshadowing area will not exacerbate the winter overshadowing scenario that exists as a result of the Fig Tree.

In reviewing our client's development plans, it is considered the assertions made by Planning Solutions, particularly that the proposed development does not meet the performance criteria set out in Clause 5.4.2 (i.e., designed to protect sollar access for neighbouring properties), is inappropriate for the following reasons:

- The form of the proposed development is entirely acceptable on the basis that it responds to the constraints that are unique to this property discussed above.
- It is unreasonable and disproportionate to request that the design should "*protect solar access for neighbouring properties*" (Clause 5.4.2 of the R-Codes Vol. 1), when the Fig Tree causes such a significant overshadowing contribution to No. 107 Palmerston Street in its own right – refer to below image take from the development plans which depicts the overshadowing of the Fig Tree (shaded green) compared with the overshadowing of the development on 21 June.



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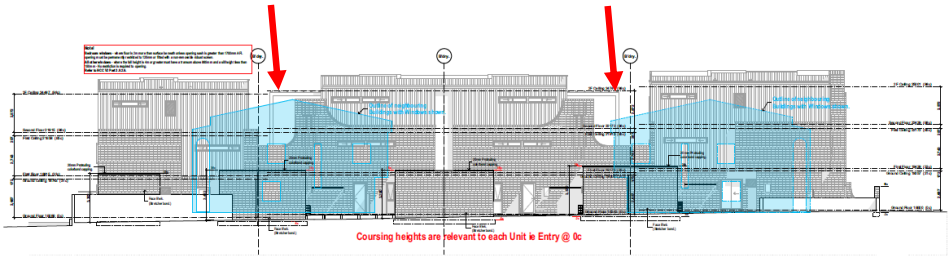
- The proposed design seeks to break-up the built form (as depicted in the development plan elevations) that were inserted to reduce the Outdoor Living Areas adjoining the properties to the south that is overshadowed by the Fig Tree during winter. Additionally, this design feature was requested by the City's Design Review Plan. The below image depicts the location of the spacing/articulation, where light and natural ventilation can be provided to the units to the south.



- The overall design also seeks to break-up the proposed built form through the use of meaningful articulations and spacing between the dwellings. This allows northern sunlight to filter through to the properties to the south at No. 107 Palmerston Street, particularly as it is clear that sunlight will be able to pass through to some of the major openings associated with the buildings to the south.
- While overshadowing will occur onto the two units at the front of No. 107 Palmerston Street, in this instance instance is considered appropriate on the basis that the dwellings at the front of the subject site are appropriately located as the vehicle access leg to the north acts as the central spine to anchor the development and a dwelling is required to address the main street frontage associated with Palmerston Street.
- It is appropriate to suggest that my client has sought the pursuit of lot yield above good design that considers the size, shape and orientation of the proposed dwellings. This is evidenced by the high scores given by the City's Design Review Panel during the design review process and the changes made during this process. Additionally, four grouped dwellings is appropriate lot density for the subject site and a density that fits appropriately with the surrounding area.

For these reasons, it is considered the proposed development is appropriately sited on the subject lot as it has a high level of due regard for the existing overshadowing conditions and the amenity associated with the Fig Tree and can be supported.

DISCRETION

Discretion is used to describe the ability of decision-makers to make decisions that are not solely based on fixed rules or guidelines, but also on their own judgement and interpretation of the relevant planning policies and legislation.

Discretion is used in various stages of the planning process, such as in the interpretation of planning polcies, the assessment of planning applications, and the determination of planning appeals. A decision maker may use discretion in the interpretation of a planning policy, taking into account the **unique circumstances** of a particular development site, such as the nature and scale of a proposed development or the impact on the local area.

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The use of discretion provides flexibility in the planning system, allowing for decisions to be made that are appropriate for each individual case, rather than a one-size-fits-all approach.

In this instance, discretion regarding the overshadowing variation is sought on the following basis:

- The unique features of the subject site and its surrounds (the prevailing lot configuration, the location of the Fig Tree and the existing overshadowing conditions).
- In order to faciliate development on the subject site it is reasonable that some concessions will be sought, in particular the overshadowing impacts as there is no alterative design option due to the constraints associated with the provision of adequate separation between the tree and the development.
- On balance, while overshadowing may appear detrimental and overly excessive, the design responds to the unique features of the site by turning constraints into opportunities that have informed the design process to create the best possible solution for the subject site.

CONCLUSION

In considering the location of the proposed development's footprint on the subject site, it is necessary to account for the specific site constraints that relate to this proposal. In this regard, the location of the development on the subject site has sought to appropriately respond to both the significant tree to the north and the lot's orientation within the locality.

Based on the justification presented in this submission, it is considered that the overshadowing concerns raised by Planning Solutions are not warranted and can be disregarded due to the site's unique features and development context. The design remains respectful of the neighbour's amenity whilst also adequately considering the site constraints.

Should you have any question in relation to the details provided in this submission, please contact Petar Mrdja on 6444 9171 or petar@urbanistaplanning.com.au.

Yours sincerely,



Petar Mrdja
Director

Summary of Submissions:

The tables below summarise the comments received during the advertising period of the proposal, together with the Administration's response to each comment. Comments included in **bold** text denotes new or additional comments received in respect to the amended plans and that have not previously been made in submissions.

Comments Received in Objection:	Administration Comment:
Building Height	
• Concern about shading from overshadowing in afternoons from the three-storey building.	• Administration has undertaken an analysis of the extent of overshadowing on the adjoining property compared to a three-storey development that meets the deemed-to-comply standards in relation to building height and setbacks. This indicates that the extent of shadow cast would fall to the same areas as the proposed overshadowing, including the portion of the outdoor living areas, major openings and communal driveway. This outlines that the outdoor living areas of Units 1 and 2 would be overshadowed by the adjoining development itself or would be overshadowed by any three storey development that satisfied the deemed-to-comply building height standards at the subject site. The outdoor living areas of Units 3 and 4 would retain areas of direct sunlight at midday which would increase into the afternoon as the sun moves west.
• Concern about the bulk that would be presented by the three-storey nature of the proposal.	• The proposed development provides for separation between the first and second floors of Units 1 and 2, and Units 3 and 4, which would assist to mitigate building bulk from the development. Impact from building bulk would be further reduced through the use of contrasting materials and finishes and additional articulation of the facades through curved hit and miss brickwork and varying setbacks to the upper floors.
• The proposed building height would block access to direct sun to habitable rooms and outdoor spaces and does not minimise overshadowing of adjoining properties.	• As outlined above Administration has undertaken an analysis of the extent of overshadowing which identifies that the impact on the outdoor living areas of the adjoining property would not be any greater than a development which was compliant with the height and lot boundary setback standards. In relation to major openings. Units 2 and 4 have major openings to a dining room on the ground floor and a bedroom on the first floor on the north-eastern elevation facing the proposed development. The design principles of the R Codes require consideration of shadowing of major openings that are within 15 degrees of north. These major openings are oriented approximately 22 degrees north-east. Due to their location and orientation, these major openings would experience overshadowing from a development that met deemed to comply standards on the subject site.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Street Setbacks • Street setback should be consistent with Nos. 105 and 107 Palmerston Street and the design is not consistent with the established character of the streetscape.	• The western side of the Palmerston Street streetscape between Randell Street and Stuart Street is inconsistent in terms of development scale, style, and form and does not present as a cohesive or coordinated streetscape. The development context of the north-western side of Palmerston Street already incorporates reduced street setbacks as seen at No. 99 Palmerston Street. The proposal incorporates a heavily articulated sculptural form provides a highly interactive streetscape interface and contributes a level of visual interest to the streetscape. The face brick materiality and arch forms respond and relate to the context and character of the local area.
• The proposed buildings would not be consistent with the streetscape and are not complementary to the park.	• The development has been designed to minimise impact on the existing Moreton Bay Fig tree at Robertson Park, which is included on the City's Significant Tree Register. As a result, the bulk of the development has shifted to the south-west and south (Palmerston Street). The street setback incorporates low fencing and landscaping which would assist in softening the appearance of the development, adjacent to the park.
Lot Boundary Setbacks • The proposed setbacks will present significant massing, with 9-metre-high walls wall less than 1.2m from the lot boundary.	• The development would have two-storey portions of wall 1.2 metres away from the lot boundary, with the remainder of the development, including the second floor set back 1.8 metres. The design would incorporate design features which assist in mitigating the impact of building bulk and scale to the adjoining property including variation in colours and materials, use of setbacks, architectural features and building separation.
• Concern about the bulk and scale that would be presented by the dwellings to the adjoining property.	• As discussed above, the largest area of bulk, Units 2 and 3 would be adjacent to a driveway and car parking area on the adjoining site, which would limit impact of the presentation of bulk due to the lower levels of use of these areas. The development would also incorporate design features, listed above, which help to break up the presentation of mass to the adjoining property.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Overshadowing	
• The shadow caused by the proposed building would impact on the adjoining property's access to direct sun and ventilation to outdoor living areas and major openings to active habitable spaces.	• The impact of the overshadowing is discussed above. The proposed setbacks would result in separation of 3 to 3.5 metres between the buildings which would be sufficient to preserve access to ventilation to the major openings at the adjoining property.
• Extent of overshadowing will result in the adjoining properties being in shadow for the entirety of the day.	• The overshadowing assessment reflects a 'worst case scenario' at winter solstice. Adjoining properties would retain access to direct sunlight for portions of the day. The units fronting Palmerston Street would retain sunlight access in the mornings, with the rear units receiving afternoon sunlight.
• **Concern that the amendments to the proposal made after the decision of Council to defer the application have increased the level of overshadowing to adjoining properties, rather than decreased it.**	• **Administration has undertaken a review of the overshadowing assessment of the plans considered by Council at their 15 November 2022 Ordinary Meeting. This review found that overshadowing from the previous plans was 62.8 percent, instead of 60.6 percent as previously advised. The amended plans would result in a minor decrease in the overshadowing of the adjoining property to 62.3 percent. Reduction in the overshadowing due to the increased lot boundary setbacks is partially offset by the increase in shadow that results from the development being shifted to the rear of the site.**
• **The impact of overshadowing to amenity of the adjoining properties is not recognised, with overshadowing of individual units as follows:** o **Unit 1: 74 percent** o **Unit 2: 95 percent** o **Unit 4: 73 percent** **The proposal has not been designed to adequately protect the adjoining property's outdoor living areas and north-facing major openings solar access.**	• **The deemed-to-comply standards of the R Codes require the calculation of overshadowing based on the parent lot of the adjoining property, rather than individual strata properties.** • **The design principle assessment under the R Codes refers to the protection of major openings within 15 degrees of north.** • **The subject major openings are orientated approximately 22 degrees to the north west.** • **The design principle assessment under the R Codes refers to the development to be designed to protect solar access for neighbouring properties, taking into account the potential to overshadow existing outdoor living areas.** • **The outdoor living areas for Units 3 and 4 on the adjoining property are currently shadowed by the Fig Tree in Robertson Park that is located adjacent to the subject site, with overshadowing from the proposed development falling within the existing shadowed area.** • **The outdoor living area for Unit 1, and to a lesser extent Unit 2, is currently overshadowed by the existing development at the adjoining property (No. 107 Palmerston Street) itself. The outdoor living area of Unit 2 would be subject to increased overshadowing due to the proposed development. However, these**

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• **Solar access should take precedence in assessment of a development, noting that Clause 5.4.2 C2.1 states that 'notwithstanding' lot boundary setbacks, overshadowing is to comply with this clause.**	**outdoor living areas would retain access to direct sun in the mornings.** • **Agreed that the deemed-to-comply standard for Solar Access to Adjoining Properties in the R Codes states that it should be met 'notwithstanding' other provisions. This means that satisfying the deemed-to-comply lot boundary setback provision does not mean that a development would satisfy the deemed-to-comply provisions relating to Solar Access.** • **Lot boundary setbacks can directly impact the extent of overshadowing to an adjoining property. Administration has prepared an overshadowing diagram included as Attachment 13 as a comparison between the deferred plans and the amended plans. This has been prepared to demonstrate the extent of overshadowing that would result from the same development, but with an increase to lot boundary setbacks.** • **The subject development proposal is seeking a design principles assessment. In accordance with Clause 2.5.1 of the R Codes, where a decision maker is assessing a proposal against a design principle, the deemed-to-comply provision is not to be applied.**
<u>Visual Privacy</u> • Concerns about the impact of visual privacy of adjoining properties from the reduced setback to the proposed Unit 2 and 3 balconies.	• The proposed Unit 2 and 3 balconies would be located on the second floor of the proposed development and would be screened to the south-west elevation. This would restrict direct overlooking of the adjoining property. The cone of vision from these balconies would fall over a 1 metre to 1.5-metre-wide side setback area and windows to the stairwells and would not fall over the major openings at on the first floor or outdoor living areas of No. 107 Palmerston Street.
• Concern about visual privacy impacts from the proposed terraces	• The first-floor roof terraces of Units 2 and 3 would be screened to the south-western elevation. This would protect the amenity of the adjoining property from impact due to use of the terraces.
<u>Car Parking</u> • Street parking is limited, and the lack of visitor bays would further impact this.	• There are approximately 25 car bays western side of Palmerston Street between Stuart and Randell Streets, of which five are residential-permit restricted, and the remainder restricted to two hours with no fee payable. A further five residential-permit restricted bays are provided on the eastern side of Palmerston Street. A further 32 three-hour unpaid car bays are provided within the Robertson Park car park and 122 on-street car parking bays on Stuart Street, within 150 to 300 metres of the subject site. A review of the City's parking data indicates that there is capacity in the surrounding area to cater for the development. The proposed development

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
	would be added to a register of properties for which the City would not issue parking permits. These bays would therefore remain unaffected by the proposed development.
• Cars will be entering the sole driveway which may cause noise and disruption.	• The consolidation of vehicle access points is consistent with the objectives of the R Codes and Built Form Policy to reduce the visual impact of crossovers on the streetscape.
Design	
• The design is not sympathetic to the parkland and adjoining properties.	• The proposal employs strategies to reduce the bulk and scale of the development including a diversity of materiality, a heavily articulated sculptural form which contributes a level of visual interest to the streetscape. The face brick materiality and arch forms used in the development respond and relate to the context and character of the local area.
• Concern about overall over-development of the site, reflected in the departures from the deemed-to-comply setback standards.	• The southwest elevation includes a diversity of materiality and an articulation of form. The development's massing along the long axis of the site has openings at upper level allowing natural light and cross ventilation through the site and visually breaks up the bulk and scale of the development on this elevation.
• Concern that design maximises impact on property to the south-west due to the location of the driveway along the north-eastern lot boundary, resulting in bulk, massing and overshadowing impacts.	• The Moreton Bay Fig Tree in the adjacent to the subject site has resulted in the relocation of the bulk of the development to the southwest of the site to reduce the impact on the root system. The proposal is consistent with 2021 subdivision approval with the driveway along the north-eastern boundary.
Street walls and fences	
• The proposed fence does not comply with the City's Built Form Policy.	The fencing to Palmerston Street would be predominantly low in scale and would maintain the open character of the streetscape. The fencing style would be consistent with the proposed dwelling, incorporating curved design motifs and single course face-brick. The portion solid fence above 1.2 metres would be set back 1.9 metres from Palmerston Street and would face Robertson Park. The visual impact of the fence to Robertson Park would be minimised due to the presence of existing 1 metre high hedges along the boundary with No. 109 Palmerston Street.

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

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

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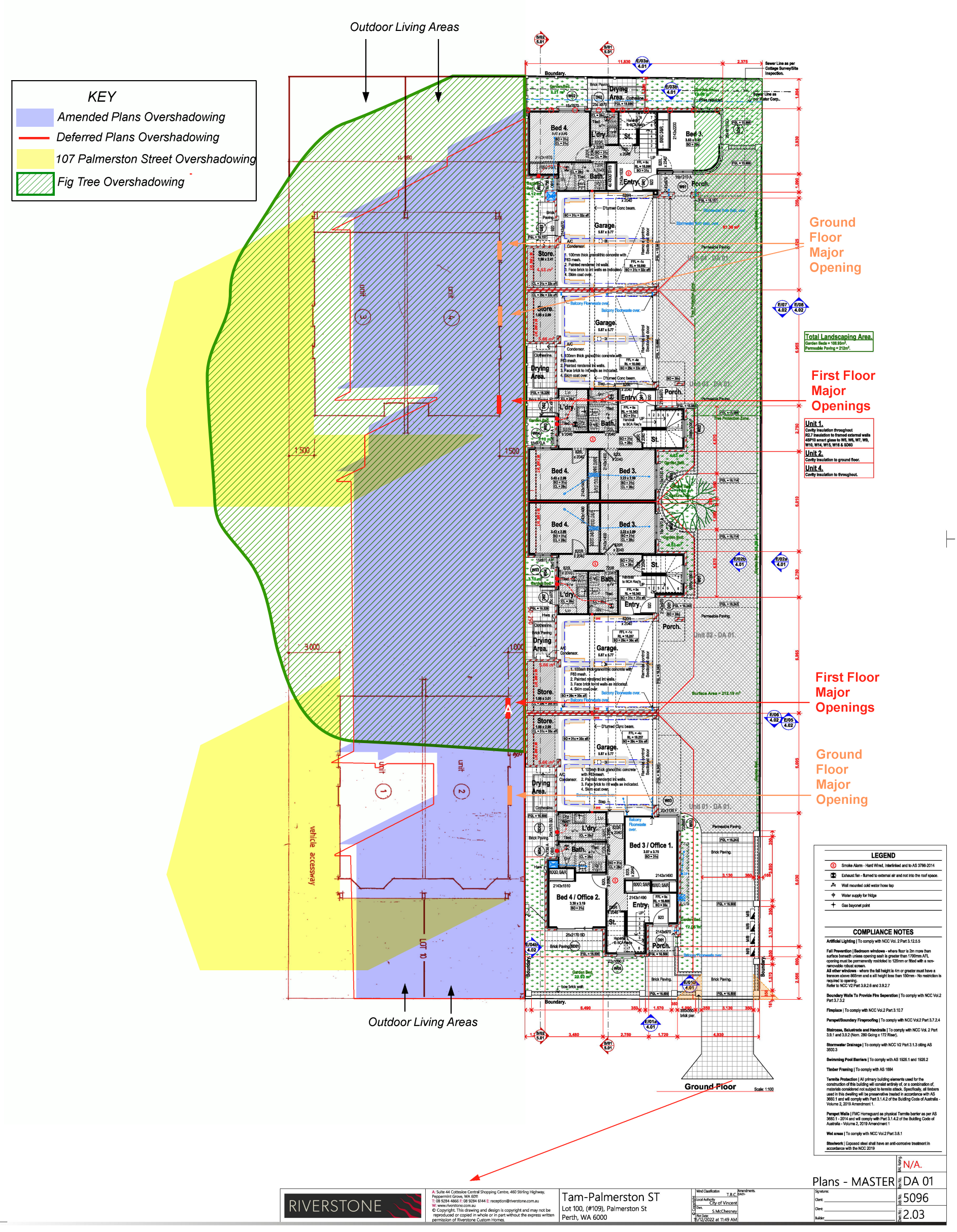
Status: Planning Doc's

CITY OF VINCENT RECEIVED 16 December 2022

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	169.6	111,900.0
	Ground Floor	219.2	133,186.5
	Porch	10.7	26,400.2
		399.5 m²	271,486.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,066.1 m²	578,158.4 mm

109 Palmerston Street
Overshadowing at Midday 21 June - Winter Solstice



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A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
T: 08 9284 4666 F: 08 9284 6144 E: reception@riverstone.com.au
W: www.riverstone.com.au
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Dwn. S.McChesney
Plot Date: 5/12/2022 at 11:49 AM
Amendments. DATE:

Signatures:
Client:
Client:
Builder:

Bal. Rating N/A.
Plans - MASTER Rev No. DA 01
Job No. 5096
Dwg No. 2.03

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

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Status: Planning Doc's

Area Calculations

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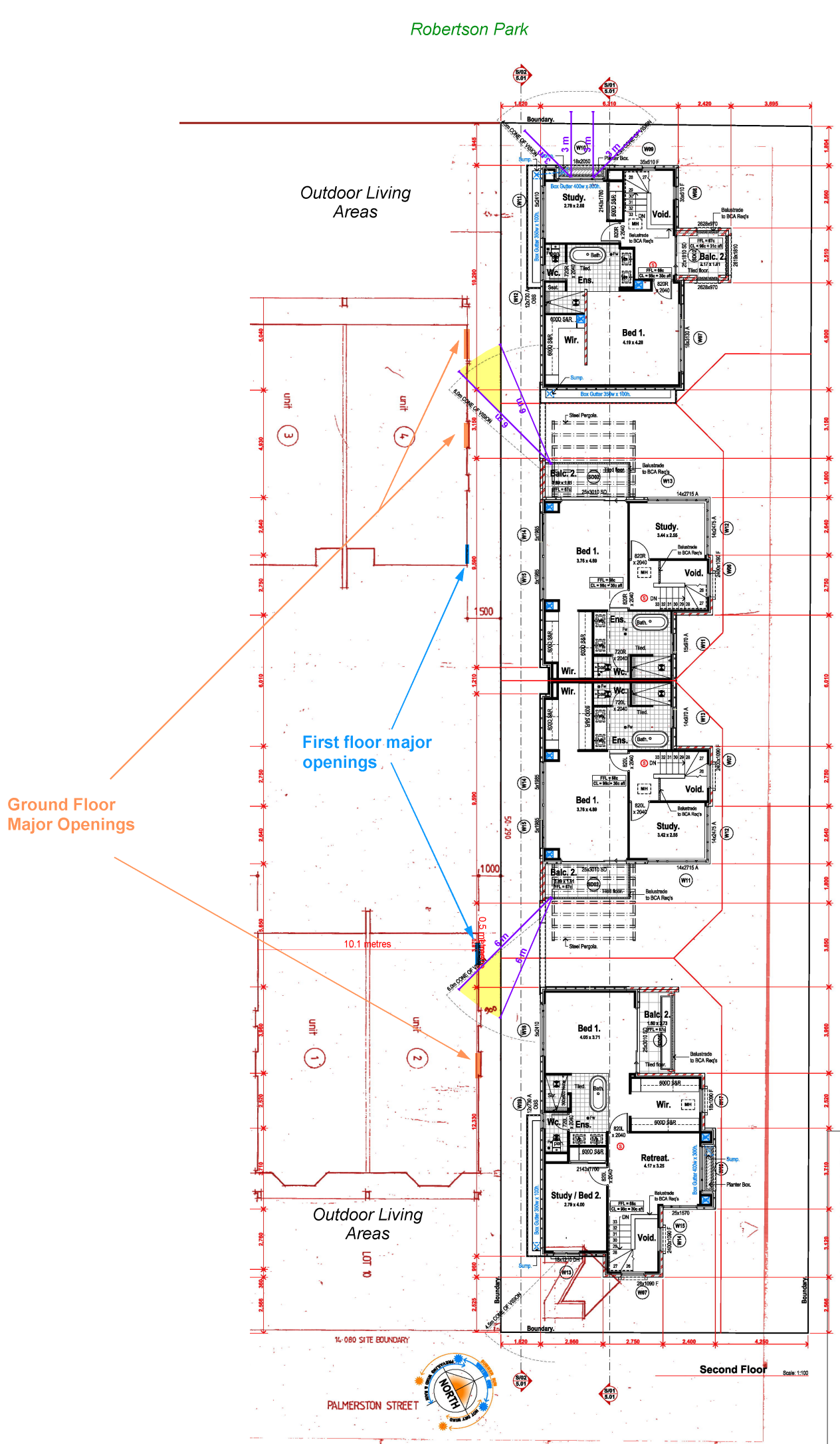
16 December 2022



LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 otling AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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A: Suite 44 Cottesloe Central Shopping Centre, 460 Stirling Highway, Peppermint Grove, WA 6011
T: 08 9284 4866 F: 08 9284 6144 E: reception@riverstone.com.au
W: www.riverstone.com.au
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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Des. S.McChesney
Plot Date 5/12/2022 at 11:49 AM
Amendments. DA01-

Signatures:
Client: _____
Client: _____
Builder: _____

AAI Stamp: N/A.
Rev No: DA 01
Job No: 5096
Dwg No: 2.04

Plans - MASTER

This Drawing is to be read in conjunction with all relevant Drawings related to the Project for accurate co-ordination of services. The Contractor is to check all dimensions on site before the commencement of work. Should any discrepancies occur, notify the Builder immediately. These Drawings remain the property of the Builder and shall be returned upon request.

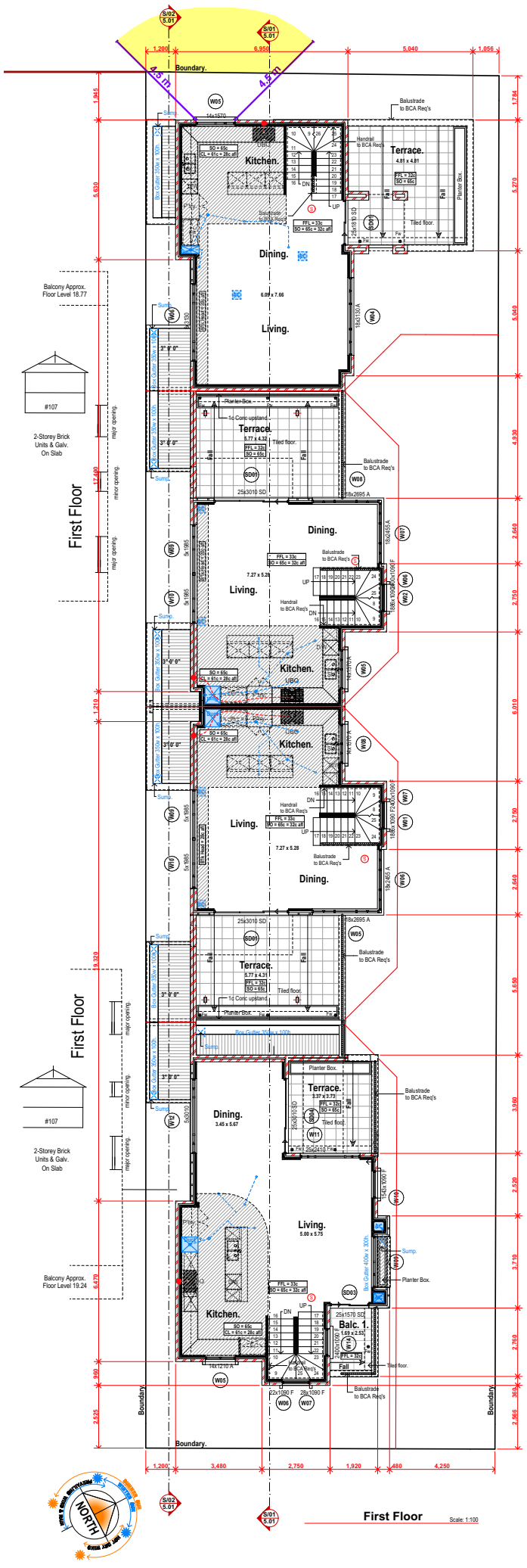
C:¥Users¥Darian¥Riverstone¥Riverstone - Drafting¥Drawings¥Jobs ArchiCad¥5096 Tam - Palmerston¥01 Archicad PLN¥MASTER 5096 Tam - Palmerston v24.pln

Status:
Planning Doc's

Area Calculations			
	Name	Area	Perimeter
0 Ground Floor			
	Garage	169.6	111,900.0
	Ground Floor	219.2	133,186.5
	Porch	10.7	26,400.2
		399.5 m²	271,486.7 mm
1 First Floor			
	Balc 01	5.3	9,360.2
	First Floor	278.7	145,370.2
	Terrace	94.6	77,949.4
		378.6 m²	232,679.8 mm
2 Second Floor			
	Balc 02	19.0	32,410.5
	Second Floor	269.0	141,581.4
		288.0 m²	173,991.9 mm
		1,066.1 m²	678,158.4 mm

CITY OF VINCENT
RECEIVED
16 December 2022

Robertson Park



LEGEND

- Smoke Alarm - Hard Wired, Interlinked and to AS 3786-2014
- Exhaust fan - flumed to external air and not into the roof space.
- Wall mounted cold water hose tap
- Water supply for fridge
- Gas bayonet point

COMPLIANCE NOTES

Artificial Lighting | To comply with NCC Vol. 2 Part 3.12.5.5

Fall Prevention | Bedroom windows - where floor is 2m more than surface beneath unless opening sash is greater than 1700mm AFL opening must be permanently restricted to 125mm or fitted with a non-removable robust screen.
All other windows - where the fall height is 4m or greater must have a transom above 865mm and a sill height less than 150mm - No restriction is required to opening.
Refer to NCC V2 Part 3.9.2.6 and 3.9.2.7

Boundary Walls To Provide Fire Seperation | To comply with NCC Vol.2 Part 3.7.3.2

Fireplace | To comply with NCC Vol.2 Part 3.10.7

Parapet/Boundary Fireproofing | To comply with NCC Vol.2 Part 3.7.2.4

Staircase, Balustrade and Handrails | To comply with NCC Vol. 2 Part 3.9.1 and 3.9.2 (Nom. 280 Going x 172 Riser).

Stormwater Drainage | To comply with NCC V2 Part 3.1.3 citing AS 3500.3

Swimming Pool Barriers | To comply with AS 1926.1 and 1926.2

Timber Framing | To comply with AS 1684

Termite Protection | All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack. Specifically, all timbers used in this dwelling will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1.

Parapet Walls | FMC Homeguard as physical Termite barrier as per AS 3660.1 - 2014 and will comply with Part 3.1.4.2 of the Building Code of Australia - Volume 2, 2019 Amendment 1

Wet areas | To comply with NCC Vol.2 Part 3.8.1

Steelwork | Exposed steel shall have an anti-corrosive treatment in accordance with the NCC 2019

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Tam-Palmerston ST
Lot 100, (#109), Palmerston St
Perth, WA 6000

Wind Classification T.B.C.
Local Authority City of Vincent
Des. S.McChesney
Plot Date 15/12/2022 at 11:49 AM
Amendments:
Each:

Signatures:
Client:
Client:
Builder:

Job No. 5096
Dwg No. DA 01
Rev. Ranges N/A.
Plans - MASTER
Dwn No. 2.04

Determination Advice Notes:

1. **This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.**

2. **With reference to Condition 2, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.**

3. **The proposed crossover levels shall match into the existing footpath levels. Should the footpath not be deemed to be in satisfactory condition, it must be replaced with in-situ concrete panels in accordance with the City's specification for reinstatement of concrete paths.**

4. **The relocation of the utility pole and cross-street power connection shall be at the developer's cost in consultation with Western Power.**

5. **With reference to Condition 5.1.3, the City's Parks team advise that they recommend *Hibiscus Tiliaceus* or *Olea Europaea* trees to be planted in this area.**

6. **With reference to condition 6, the visual privacy requirements of Clause 5.4.1 C1.2 of the R Codes Volume 1 states that "screening devices such as obscure glazing, timber screens, external blinds, window hoods and shutters are to be at least 1.6m in height, at least 75 percent obscure, permanently fixed, made of durable material and restrict view in the direction of the overlooking into any adjoining property.**

7. **With reference to Condition 7, a 'clear sight line' means:**

    - **Continuous horizontal or vertical gaps that constitute a minimum of 50 percent of the total surface area;**
    - **A minimum gap size of 40mm;**
    - **If slats are orientated to be deeper than they are wide, the distance between the slats must be no less than two-times the depth of the slat;**
    - **Clear non-reflective glass.**

8. **With reference to Condition 9.4 all new crossovers to the development site are subject to a separate application to be approved by the City.**

9. **The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate.**

10. **Any additional property numbering to the abovementioned address which results from this application will be allocated by the City of Vincent. The applicant is requested to liaise with the City in this regard during the building permit process.**

Determination Advice Notes:

11. **The applicant and owner are advised that sufficient parking can be provided on the subject site and as such the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings. This information should be provided to all prospective purchasers, and it is recommended that a notice be placed on Sales Contracts to advise purchasers of this restriction.**

12. **The subject site has been identified as potentially being in an area affected by acid sulfate soils. As such it is your responsibility to ensure that all building works comply with the Acid Sulfate Soils Planning Guidelines published by the Western Australian Planning Commission. For more information, please contact the Department of Water and Environmental Regulation on (08) 6364 7000.**

13. **The subject site is surrounded by land which has been identified as being contaminated. If required, remediation, including validation of remediation of any contamination identified, should be completed prior to completion of construction works at the subject site. A current list of accredited auditors is available from www.dwer.wa.gov.au. The applicant is advised that any investigations and remediation are to be carried out in compliance with the *Contaminated Sites Act 2003* and current Department of Water and Environmental Regulation contaminated sites guidelines.**

14. **With reference to Condition 12 should connection to the City's drainage infrastructure be required, this is to be in accordance with the City's Policy No. 2.2.10 – Stormwater Drainage Connections. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.**

5.2 NOS. 103-105 (LOT: 38; D/P: 28) SUMMERS STREET, PERTH AND NO. 34 (LOT: 1; D/P: 62743) CHERITON STREET, PERTH - PROPOSED CHANGE OF USE TO CHILD CARE PREMISES (AMENDMENT TO APPROVED) TO INCORPERATE A CHANGE OF USE FROM SINGLE HOUSE TO CHILD CARE PREMISES INCLUDING ALTERATIONS AND ADDITIONS

Ward: South

Attachments:

1. Location Plan & Advertising Area
2. Development Plans
3. Landscape Plan
4. Acoustic Report
5. Traffic Impact Statement
6. Operation Management Plan
7. Parking Management Plan
8. Waste Management Plan
9. Minutes of 20 September 2016 Ordinary Council Meeting - Item 9.1.1
10. Minutes of 17 November 2020 Ordinary Council Meeting - Item 9.3
11. Superseded Development Plans

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Change of Use to Child Care Premises (Amendment to Approved) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth, to incorporate a Change of Use from Single House to Child Care Premises including Alterations and Additions at No. 34 (Lot: 1; D/P: 62743) Cheriton Street, Perth in accordance with the plans shown in Attachment 2 dated 12 January 2023, subject to the following:

1. **All conditions and advice notes detailed on development approval 5.2015.586.1 granted on 20 September 2016 and 5.2020.365.1 granted on 18 November 2020 continue to apply to this approval, except as follows:**

   1.1 **Condition 1 is to remain, except where amended to read as follows:**

      1.1 **A maximum of 90 children and 18 staff are permitted on site at any one time;**

      1.3 **The Child Care Premises subject to this approval must at all times be operated by the same proprietor on both properties, being Nos. 103-105 Summers Street, Perth and No. 34 Cheriton Street, Perth;**

      1.4 **The Child Care Premises must not operate independently of one another on the properties at Nos. 103-105 Summers Street, Perth or No. 34 Cheriton Street, Perth; and**

      1.5 **The Operation Management Plan shall be implemented at all times, to the satisfaction of the City;**

   1.2 **Condition 3 is to remain, except where amended to read as follows:**

      3.1 **A minimum of six car parking bays shall be provided on site;**

      3.8 **Prior to occupancy or use of the development on No. 34 Cheriton Street, Perth, the two on-site car parking bays shall be sealed, drained, paved and line marked in accordance with the approved plans, and completed to the satisfaction of the City. The two on-site car parking bays on No. 34 Cheriton Street, Perth, together with the existing four on-site car parking bays located on Nos. 103-105 Summers Street, Perth, as annotated on the approved plans, shall be maintained by the owner(s)/occupier(s);**

1.3 Condition 4 is amended to read as follows:

4. <u>External Fixtures</u>

All external fixtures shall not be visually obtrusive from Cheriton Street, Summers Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like;

1.4 Condition 6 is amended to read as follows:

6. <u>Parking Management Plan</u>

The approved Parking Management Plan shall be implemented, and the development shall be carried out in accordance with the approved Parking Management Plan and approved plans, to the satisfaction of the City at the expense of the owners/occupiers;

1.5 Condition 7 is amended to include a new Condition 7.3 to read as follows:

7.3 Prior to the submission of a Building Permit for No. 34 Cheriton Street, Perth, an updated acoustic report shall be submitted to the City to demonstrate compliance with the City's Policy No. 7.5.21 – Sound Attenuation, and in order to assess compliance with the *Environmental Protection (Noise) Regulations 1997* for any selected plant, equipment and other potential noise sources. All recommended measures of the report shall be implemented during the operation of the subject site, to the City's satisfaction;

1.6 Condition 8 is amended to include new condition 8.3 to read as follows:

8.3 Prior to occupancy or use of the development on No. 34 Cheriton Street, Perth, all works shown in the approved landscaping plan dated 19 January 2023 shall be undertaken in accordance with the approved plans. Landscaping on No. 34 Cheriton Street, Perth, shall be maintained in accordance with the approved plans, to the satisfaction of the City at the expense of the owners/occupiers;

1.7 Condition 9 is replaced with the following:

9. <u>Waste Management</u>

The Waste Management Plan shall be implemented at all times during operation of the subject sites, to the satisfaction of the City; and

1.8 The following advice notes are added:

1. Any external artificial lighting installations, including in carparks and common areas, are to comply with Australian Standard AS 4282-1997 'Control of the obtrusive effects of outdoor lighting' and must not be permitted to shine or reflect into other properties, creating a nuisance.

PURPOSE OF REPORT:

To consider an application for an amendment to a previous approval for a Child Care Premises at Nos. 103-105 Summers Street, Perth, by incorporating a proposed change of use from Single House to Child Care Premises including alterations and additions at the adjoining property No. 34 Cheriton Street, Perth.

PURPOSE OF REPORT:

To consider an application for an amendment to a previous approval for a Child Care Premises at Nos. 103-105 Summers Street, Perth, by incorporating a proposed change of use from Single House to Child Care Premises including alterations and additions at the adjoining property No. 34 Cheriton Street, Perth.

PROPOSAL:

The proposal seeks to amend a previous application issued for a Child Care Premises located at Nos. 103-105 Summers Street, Perth, by expanding the operation to include No. 34 Cheriton Avenue, Perth. The Child Care Premises seeks to operate across the two sites as one premises.

To facilitate this, the application proposes additions to the existing Child Care Premises at Nos. 103-105 Summers Street, Perth, and proposes a change of use of an existing single house and associated alterations and additions at No. 34 Cheriton Street, Perth.

Additions proposed to the existing Child Care Premises at Nos. 103-105 Summers Street, Perth include:

- A patio abutting the eastern lot boundary, connected to the existing roof;
- An enclosed storeroom abutting the western lot boundary, connected to the existing building;
- Solar panel installation; and
- The removal of fencing between Nos. 103-105 Summers Street and No. 34 Cheriton Street, Perth.

Alterations and additions associated with the operational expansion to No. 34 Cheriton Street, Perth include:

- An internal fit-out to the existing building;
- The construction of an external covered area to the rear of the existing building;
- The construction of two car parking bays and three bicycle racks with access from Cheriton Street;
- Two open-roof canopy structures to the front of the site;
- One free standing hoarding sign facing Cheriton Street advertising the Child Care Premises;
- Associated landscaping and fencing; and
- Solar panel installation.

The application also proposes the following amendments to the land use operation across both sites:

- A maximum of 90 children on-site at any one time (increase of 27 children);
- A maximum of 18 staff on-site at any one-time (increase of three (3) staff); and
- Retain the same operating hours of 7:00am to 6:30pm Monday to Friday.

A location plan is included as **Attachment 1**. The proposed development plans are included as **Attachment 2**. The applicant's supporting documentation and technical reports are **Attachments 3 to 8**.

All technical documents listed above cover both sites, except for the Landscape Plan. This attached Landscape Plan only applies to No. 34 Cheriton Street Perth given the Landscape Plan for Nos. 103-105 Summers Street has previously been approved by Council and works have been completed by the applicant.

BACKGROUND:

Landowner:	Summers Street: Teresa Mangione Cheriton Street: Livsam Investments Pty Ltd	
Applicant:	Rowe Group	
Client:	Akidamy School of Early Learning	
Date of Application:	4 October 2022	
MRS Zoning:	MRS: Urban	
	Summers Street:	*Cheriton Street*
LPS2 Zoning:	Residential R80	Commercial
Built Form Area:	Residential	Mixed Use
Existing Land Use:	Child Care Premises – 'A'	Single House – 'D'
Proposed Use Class:	Child Care Premises – 'A'	Child Care Premises – 'D'
Lot Area:	1013m^2	610m^2
	TOTAL: 1623m^2	

Right of Way (ROW):	No
Heritage List:	No

Site Zoning and Context

The subject site consists of two lots on separate titles, being Nos. 103-105 Summers Street, Perth (Summers Street lot) and No. 34 Cheriton Street, Perth (Cheriton Street lot). The subject site is bound by Summers Street to the north, Norwood Park and an apartment complex to the east, and Cheriton Street to the south.

To the west of the subject site are two existing grouped dwellings orientated to Summers Street (Nos. 107 and 109 Summers Street, Perth) and a commercial premises orientated towards Cheriton Street (No. 36 Cheriton Street, Perth). At its Ordinary Meeting on 13 December 2022, Council approved an application for six four-storey grouped dwellings at Nos. 107 and 109 Summers Street, Perth.

The Summers Street lot and surrounding properties along Summers Street are zoned Residential R80 under the City's Local Planning Scheme No. 2 (LPS2), are within the Residential Built Form Area under Policy No. 7.1.1 – Built Form (Built Form Policy) and have a permitted maximum building height of 4 storeys.

The Cheriton Street lot is zoned Commercial under LPS2, within the Mixed Use Built Form Area under the Built Form Policy and with a permitted building height of 12 storeys. Surrounding properties along Cheriton Street is zoned Mixed Use R100, within the Mixed Use Built Form Area under the Built Form Policy and with permitted building heights of between 10 and 12 storeys.

The lot to the east is zoned Special Use (Railways) under the Metropolitan Regional Scheme (MRS). In addition to Norwood Park and an apartment complex, the lot primarily accommodates the East Perth Train Station, a Department of Transport administration building and associated railway infrastructure.

The subject site is located within the Perth Parking Management Area under the *Perth Parking Management Act 1999.* This provides for maximum car parking standards for developments and no minimum requirements.

Previous Approvals History

Date	Application Details
20 September 2016	Council granted conditional approval for a Change of Use to Community Use (Day Care Centre) at Nos. 103-105 Summers Street, Perth. The minutes of the 20 September 2016 Ordinary Council Meeting, including a copy of the approved plans and conditions of approval are included in **Attachment 9**.
10 November 2020	Council granted conditional approval on 10 November 2020 for an amendment to the 2016 approval. The approval increased the number of children permitted on site from 60 to 63. The minutes of the 10 November 2020 Ordinary Council Meeting, including a copy of the approved plans and conditions of approval are included in **Attachment 10**.

Land Use Classification

The original development application approved in 2016 by Council was issued under the East Perth Redevelopment Authority Scheme (EPRA Scheme) which has since been rescinded and replaced by LPS2.

The EPRA Scheme did not include a land use definition for Child Care Premises and the application was assessed under the land use description of 'Community Use (Day Care Centre)'.

The approval issued in 2020 reclassified the existing development as a Child Care Premises under LPS2. The subject application has been assessed as a Child Care Premises, consistent with the land use definitions under LPS2.

Ownership History

The site was previously owned and managed by the State of Western Australia. In 2012, a Management Order was granted to the City permitting the site to operate as a communal garden run by the Norwood Neighbourhood Association.

In late 2020 the City received notice that the Norwood Neighbourhood Association was no longer actively operating a community garden. Around this time the City was approached by the Perth History Association Inc (Museum of Perth) who requested the City's support to take over the Management Order and advised of its intention to revitalise the site. At its meeting on 27 April 2021, Council unanimously supported the relinquishing of the City's Management Order and the intention to revitalisation proposal.

On 17 May 2021, the Minister for Lands was advised of Council's decision. On 2 June 2021 the Minister for Lands acknowledged the support of Council and advised that the State was currently completing an assessment to determine the land's future highest and best use. This also acknowledged that there had been several expressions of interest, including one from the Akidamy who sought to acquire the property to expand its existing child care premises. On 30 August 2022 following the State's review, the site was sold to the current landowner.

Historical Significance

The site is not listed on the City's Municipal Heritage List nor the State Heritage Register.

The existing single storey brick and iron building at Nos. 34 Cheriton Street was constructed in the Federation Queen Anne style of architecture circa 1912 as a residential dwelling, and throughout much of the 20th Century was owned by the State Government and was occupied by different tenants.

At its meeting on 6 December 2011, Council was advised that Administration undertook extensive historical research of the subject property, and prepared a full heritage assessment that indicated that the property has little cultural heritage value and does not meet the threshold for entry onto the City's Municipal Heritage Inventory.

In 2019 following a request by the Norwood Neighbourhood Association, the City submitted a request to the State Heritage Council requesting the building to be placed on the State Heritage Register due to the use of the building in association with the construction of the East Perth railway and its recent use as a local community garden.

The subsequent review from the State Heritage Office determined that the building may have some heritage significance but is unlikely to meet the threshold for entry on the State Register of Heritage Places and therefore a full assessment was not undertaken.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy and the City's Child Care and Family Day Care (Child Care Policy). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires Discretion
Land Use		✓
Building Height	✓	
Street Setback	✓	
Side and Rear Setbacks	✓	
Orientation	✓	
Tree Canopy and Deep Soil Areas		✓
Public Domain Interface		✓
Pedestrian Access and Entries	✓	
Vehicle Access		✓
Car and Bicycle Parking	✓	
Façade Design	✓	
Roof Design	✓	
Adaptive Reuse	✓	
Environmentally Sustainable Design		✓
Water Management and Conservation	✓	
Waste Management	✓	

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires Discretion
Utilities	✓	
Signage Policy	✓	
Child Care Policy	✓	

Detailed Assessment

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

Land Use	
Use Class Permissibility	**Proposal**
LPS 2 – Zoning Table 'P' Use.	*Cheriton Street lot:* Child Care Premises – 'D' Use.
Tree Canopy and Deep Soil Areas	
Acceptable Outcomes	**Proposal**
Built Form Policy Volume 3 Clause 1.5 The perimeter of all open-air car parking areas to be landscaped by a planting strip with a minimum dimension of 1.5m.	*Cheriton Street lot:* Eastern Planting Strip width: Nil. Western Planting Strip width: 1.5m. Northern Planting Strip width: Nil – 0.5m.
Public Domain Interface	
Acceptable Outcomes	**Proposal**
Built Form Policy Volume 3 Clause 1.7 Car parking is not located within the primary street setback.	*Cheriton Street lot:* Car parking located within the primary street setback.
Vehicle Access	
Acceptable Outcomes	**Proposal**
Built Form Policy Volume 3 Clause 1.9 Where vehicular access is provided from a street, all vehicles are required to enter and exit the site in forward gear. On-site parking for a development shall be located beneath or at the rear of buildings.	*Cheriton Street lot:* Vehicles cannot exit in forward gear. *Cheriton Street lot:* On-site parking located at the front of the building.

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

CONSULTATION/ADVERTISING:

Community Consultation

Community consultation for the application was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) for a period of 14 days from 2 December 2022 to 16 December 2022. The method of consultation included 15 letters being sent to all owners and occupiers adjoining the subject site as shown in **Attachment 1**, and a notice on the City's website in accordance with the City's Community and Stakeholder Engagement Policy.

The City received no submissions during the advertising period.

Design Review Panel (DRP):

Referred to DRP: Yes

The development plans as originally submitted were referred to the DRP Chairperson for comment. A copy of these plans are included as **Attachment 11**.

A summary of the key comments received from the DRP Chairperson relating to the proposed development to the Cheriton Street lot is summarised as follows:

- A high proportion of the streetscape interface is the crossover;
- The front setback and streetscape interface is completely dominated by parking. It is acknowledged this is fairly common in the surrounding context, however this is not an outcome reflecting the desired change that will occur and desired character within this area moving forward;
- The main pedestrian entry is not legible and travels through the ACROD shared bay;
- The east-west orientation of the ramp limits interactivity between the front façade of the building and streetscape, and also limits the visibility of some of the building's character details from the streetscape;
- Limited canopy coverage is provided and the width of the planters are minimal in the front setback area of the site;
- It would be recommended to lose one car bay to improve the streetscape interface. Reducing the parking bays by one would provide an opportunity to create a more legible pedestrian entry (which removes the need to pass through the ACROD shared bay), increase the amount of soft landscaping in the front setback (potentially including one larger tree) and reduce the width of the crossover; and
- There is an opportunity to redirect the ramp in a north-south orientation (rather than east-west) to create a more direct pedestrian entry sequence and improve the visibility of the front façade of the building.

In response to the DRP Chair's comments, the applicant submitted amended plans and additional supporting information. The key changes from the superseded development plans are summarised as follows:

- The removal of one car parking bay to facilitate a direct pathway to the building entrance and the inclusion of arbour canopies to emphasise the location of the entry. The ramp has remained in the same location and would offer greater accessibility. This is because the bottom of the ramp is directly next to the ACROD bay and would provide more direct access to the entry for those utilising the ACROD bay;
- A reduction in the width of the crossover to meet the Built Form Policy acceptable outcome standard;
- Modifications to the front landscape area to include two planting strips with a minimum width of 1.5 metres, and a small landscape strip adjacent to the ACROD shared bay;
- Increased canopy coverage over the parking area through the addition of four on-site trees and two verge trees; and
- Removal of the landscape strip adjacent to the ramp to allow the building to be less concealed from the street.

The amended proposal was referred to the DRP Chair who was satisfied that the amendments addressed the previous concerns. The DRP Chair's comments are summarised below.

- The removal of one parking bay reduces the width of the crossover significantly, allowing the addition of a direct pedestrian entry and an increased width to the planter beds in the front setback area;
- The arbour canopies are a good addition as they aid the legibility of the direct pedestrian entry which is supported;
- Altering the two narrow front windows into one larger window improves the level of passive surveillance of the streetscape; and
- Soft planting areas in the front setback has increased to a point where it will be possible to support meaningful soft landscaping and canopy coverage.

The DRP Chair advised that major improvements had been made to address the interface with the street.

The table below outlines how the application has progressed through the DRP process.

Design review progress report			
Design quality evaluation			
	Supported		
	Pending further attention – refer to detailed comments provided		
	Not supported		
		DRP Chair Referral 1 **Superseded Plans (Attachment 11)**	**DRP Chair Referral 2** **Development Plans (Attachment 2)**
Principle 1 - **Context and character**			
Principle 2 - **Landscape quality**			
Principle 3 - **Built form and scale**			
Principle 4 - **Functionality and build quality**			
Principle 5 –**Sustainability**			
Principle 6 – **Amenity**			
Principle 7 – **Legibility**			
Principle 8 – **Safety**			
Principle 9 – **Community**			
Principle 10 – **Aesthetics**			

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Perth Parking Management Act 1999*;
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- Metropolitan Region Scheme;
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form Policy;
- Local Planning Policy: Child Care and Family Day Care; and
- State Planning Policy 5.4 – Road and Rail Noise.

Perth Parking Management Act 1999

The subject site is located within the Perth Parking Management Area under the *Perth Parking Management Act 1999,* which includes provisions relating to the maximum amount of car parking permitted to be provided in a development but does not provide any minimum requirements. This means that the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements that prescribes car parking standards does not apply to the subject site.

Planning and Development (Local Planning Schemes) Regulations 2015

This application has been lodged in accordance with Clause 77(1) and (2) in Schedule 2, Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015.* This permits an owner to make an application to amend the development approved after the period within which the development must be substantially commenced.

City of Vincent Local Planning Scheme No. 2

Consideration of the land use against objectives of the Commercial zone is required in accordance with Clause 16(1) of LPS2. These objectives are as follows:

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

Planning and Development Act 2005

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

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the Deemed Provisions in the *Planning and Development (Local Planning Schemes) Regulations 2015* and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

The relevant matters are addressed in the Comments section below.

Delegation to Determine Applications:

This matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation does not extend to applications to amend a development approval that has previously been determined by Council where new departures to the acceptable standards are sought and where there is a change to the impact of any condition imposed.

The proposal seeks new departures to the Acceptable Outcomes of the Built Form Policy and the proposal would result in changes to previous conditions of development approval that would impact the operation of the land use.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

This report has no implication on the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

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

COMMENTS:

Summary Assessment

In assessing the application against the planning framework, it is recommended for approval. The following key comments are of relevance:

- The expansion of the Child Care Premises land use would be appropriate on the site given it is zoned Commercial and is intended to provide for a range of commercial activities. The site is also immediately surrounded by commercial land uses and would be compatible.
- The application would facilitate the adaptive re-use of the existing building on-site and provide for landscaping and building design improvements, which would contribute to the existing streetscape.
- The application has demonstrated that the Child Care Premises would operate in a manner that does not unduly impact the amenity of the area by virtue of noise, traffic and car parking.
- The existing Child Care Premises that is proposed to be expanded as part of this application is well managed and proven to be appropriate in the area, having not been the subject of any complaints. This is also reflected in the community consultation undertaken for the application, with no submissions received.

Operation of the Child Care Premises

The Child Care Premises has been designed to function across two separate lots by the same operator. As referenced in the Operation Management Plan **(Attachment 6)**, a total of 60 children and 15 staff are intended to be accommodated in the existing premises on the Summers Street lot, and 30 children and three staff are intended for the premises on the Cheriton Street lot. This would be a reduction of three children and three staff within the premises on the Summers Street lot compared to what is currently approved. This means that the intensification of the use due to the addition of staff and children only applies to the premises on the Cheriton Street lot. The appropriateness of the use and operation to the Cheriton Street lot is addressed in the remainder of this report.

The purpose of the Operation Management Plan is to demonstrate how the Child Care Premises would operate to minimise any adverse effect on neighbouring properties. This includes details on procedures relating to staff and children pick up/ drop off times, noise mitigation procedures and active transport practices for staff. All technical reports including the Acoustic Report and TIS, as well as the relevant management plans have been based on the operation across the two lots and reliance on one another.

Administration recommends that conditions of approval are imposed to ensure the Child Care Premises across Nos. 103-105 Summers Street, Perth and No. 34 Cheriton Street, Perth is operated by one proprietor at all times, and that the independent operation of the Child Care Premises on each lot is restricted. This is to ensure that the Child Care Premises operates in accordance with the technical reports and management plans.

Should the applicant want to operate each premises independently in the future, this would need to be assessed and considered through an amendment to the development application.

Land Use

The proposed Child Care Premises at No. 34 Cheriton Street is a 'D' use within the Commercial zone under LPS 2. This requires discretion to be exercised in approving the use.

The Child Care Premises land use at Nos. 103-105 Summers Street is not subject to Council's discretion in determining the application. This is because the land use has existing approval and would continue to operate consistent with the Child Care Premises definition under LPS2.

Council is only considering expansion of the Child Care Premises land use to No. 34 Cheriton Street. Consideration of the land use against objectives of the Commercial zone is required in accordance with Clause 16(1) of LPS2.

The proposal would satisfy the objectives of the Commercial zone under LPS2 for the following reasons:

- Land Use Compatibility: The expansion of the Child Care Premises to No. 34 Cheriton Street would be compatible and complimentary to surrounding land uses. The site is zoned Commercial and surrounding lots are zoned Mixed Use. The adjoining properties to the west are used for commercial purposes, including warehouses and offices. The apartments located to the east of the subject site at No. 32 Cheriton Street and adjacent to the train station are separated by a minimum of 14 metres from the subject site, with existing mature landscaping assisting to provide a buffer to reduce amenity impacts.
- Economic Benefit: The proposal would allow for the operation of an unutilised commercial site with an existing building which would contribute towards commercial and economic activity, and service to the local community.
- Sustainable Design: The development proposes the adaptive re-use of the existing building on site. This has significant environmental and sustainability benefits in reducing energy consumption and carbon emissions that would otherwise be associated with demolition and reconstruction using building materials. The development would also incorporate sustainable elements including a Waste Management Plan (WMP) with recycling initiatives, roof mounted solar panels and a north facing outdoor area to increase the sustainability of the development.
- Quality Built Form Outcome: The proposal would result in the retention and upgrade of an existing building. This adaptive re-use of the existing building would activate the site, improve its presentation to the street, and would maintain and enhance the character of the Cheriton Street streetscape. The existing streetscape consists of a mix of older commercial buildings and character style single houses.
- Impact on Amenity and Existing Premises: The expansion of the Child Care Premises would not adversely impact the surrounding properties. This has been supported with submission of management plans and reports to ensure that the premises can operate without generating nuisance to the area from noise, parking and traffic. The existing Child Care Premises at Nos. 103-105 Summers Street, Perth has been in operation since 2018. The Child Care Premises has been well-managed during this time, with the City not having received any complaints regarding its operation.
- DRP Support: The proposed development has been reviewed by the City's DRP Chair who advised that the site planning, design and built form outcome are suitable. The development has been designed to be high quality, pedestrian-friendly and street-orientated, providing an appropriate relationship to Cheriton Street.

Tree Canopy and Deep Soil Areas

The applicant has submitted a landscaping plan prepared by Childscapes which is included in **Attachment 3**. This plan relates to the proposed expansion of the premises to the Cheriton Street lot, as the landscaping on the existing premises at Nos. 103-105 Summers Street, Perth has been approved and remains as existing.

The proposed landscaping would be consistent with the element objectives of the Built Form Policy for the following reasons:

- Car Parking Planting Areas: The distribution of landscaping areas within the front setback would assist in softening the visual impact of parking areas on the street, improving the overall streetscape. The proposal includes two 1.5-metre-wide planting strips on either side of the pedestrian entrance to provide a sense of arrival for customers. Tree wells and narrower planting strips are also accommodated adjacent to car parking bays which can accommodate the planting of trees and shrubs.
- Car Parking Canopy Cover: The proposal has maximised the amount of canopy cover within the front setback area and carparking area through the provision of tree planting within provided planting strips and tree wells. This would be achieved through the planting of four Ornamental Pear trees. This would provide 74.3 percent canopy cover to the car parking area at maturity, exceeding the acceptable outcomes standard of the Built Form Policy of 60 percent canopy cover to open air car parks. Established trees on Norwood Park adjacent to the lot extends over the carparking area and would provide an additional five square metres or 11.3 percent canopy cover to this car parking area. The provision of trees across the front setback as well as consolidated planting areas would soften the impact of the car parking hardstand areas when viewed from the street, creating a sense of arrival and increase shade for visitors.

- Verge Planting: The application proposes the planting of an additional two Corymbia Ficifolia tree's within the Cheriton Street verge adjacent to the lot. This species currently exists within Norwood Park. The inclusion of these trees would provide additional canopy coverage to the footpath and would assist in softening the appearance of the development as viewed from Cheriton Street.
- City's Parks Team Comments: The landscape plan has been reviewed by the City's Parks Team that is satisfied with the amount of landscaping provided, particularly the proposed amount of trees as well tree species within the front setback area and within the verge. The City's Parks Team advised that additional trees within the front setback and verge could result in overplanting, which may impact growth and longevity of the landscaping.
- DRP Comments: The City's DRP Chair provided comments in support of the proposed landscaping, stating that soft planting areas in the front setback have increased to a point where it would be possible to support meaningful soft landscaping and canopy coverage.

Vehicle Access and Public Domain Interface

The proposed development at the Cheriton Street lot would satisfy the element objectives of the Built Form Policy relating to vehicle access for the following reasons:

- Streetscape: The retention of the existing building for adaptive re-use would maintain and enhance the character of the Cheriton Street streetscape. The existing building envelope would however restrict the location of car parking to the front of the lot. To reduce the impact of the car park as viewed from the street, landscaping within the front setback includes six on-site trees, two verge trees and shrubs within new planting areas. A landscape strip parallel to the street has been provided in front of the ACROD shared space bay that would also assist in reducing impacts of the hardstand to the street. The existing front façade of the building would be upgraded to include new windows, balustrades, doorways, fencing and canopy structures. These landscaping and building improvements would assist in ameliorating car parking areas to the street.
- Vehicle and Pedestrian Safety: The proposed vehicle access point would be located on Cheriton Street which is a lower order Access Road under Main Roads WA road hierarchy and is located at the end of the street which experiences lower levels of vehicle traffic. The location of the access point would provide safe vehicle access to and from the site. The proposal also provides sufficient vehicle sightlines that would allow vehicles to reverse safely out of the site and have a clear view to pedestrians using the footpath.
- Vehicle Access Point: The proposed development would only include one crossover with a width of 5.0 metres, which provides direct access to the two parking bays. The width of the crossover meets the acceptable outcomes standard of the City's Built Form Policy and would not have an adverse visual impact on the streetscape.
- DRP Comments: The City's DRP Chair provided comments in support of the proposed facade after changes were made to remove one parking bay and modifying the pedestrian entry to make it more legible.

Noise

The applicant has provided an acoustic report in accordance with the City's Policy No. 7.5.21 – Sound Attenuation to demonstrate that the Child Care Premises would be designed and constructed to minimise the noise impacts to surrounding developments. The Acoustic Report is included in **Attachment 4**.

The findings of the Acoustic Report note the following:

- Mechanical Services: Mechanical services for the expansion of the premises at the Cheriton Street lot are located on the western elevation, adjacent to an existing parapet wall and as such are expected to comply with the *Environmental Protection (Noise) Regulations 1997*. To ensure compliance, it is recommended that an updated acoustic report factoring acoustic assessment of the mechanical services be undertaken prior to the lodgement of a building permit and once the equipment has been selected. The mechanical units for the existing building to the Summers Street lot have already received approval, are not proposed to change and do not require review.
- Outbound Noise Sources: The noise modelling undertaken for the outdoor play area and vehicles was assessed on a worst-case scenario basis from noise generated. The acoustic report provides assurance to both the City and neighbouring properties that the noise generated from the outdoor play areas meets the requirements of the *Environmental Protection (Noise) Regulations 1997*.

The City's Environmental Health team has reviewed the Acoustic Report and has confirmed that noise generated from the site could be appropriately managed and would not have a detrimental impact on surrounding developments.

Administration recommends that a condition of approval is included to ensure noise generated from the development complies with the *Environmental Protection (Noise) Regulations 1997* and the recommendations of the acoustic report.

The applicant has also provided a second acoustic report to address State Planning Policy 5.4 – Road and Rail Noise (SPP 5.4) in relation to the potential impacts of noise from the passenger trains passing on the Perth – Midland train line. This Acoustic Report is also included in **Attachment 4** and notes that noise received at the Child Care Premises from trains passing on the neighbouring railway line would comply with the base criteria, as outlined within SPP 5.4, and no additional acoustic mitigation measures are required.

Administration has reviewed the Acoustic Report and is satisfied with the findings that the provisions of SPP 5.4 have been met.

Traffic

Applicant's Traffic Impact Statement (TIS)

The applicant has provided a TIS prepared by KCTT in support of proposal, which is included in **Attachment 5** and outlines the following:

- The operation of the Child Care Premises is expected to generate approximately 396 vehicular movements per day, with a forecasted 72 vehicular movements per hour in the AM peak hour and 63 vehicular movements per hour in the PM peak hour.
- The additional traffic impact due to the increase in children and staff can be estimated as 108 daily vehicular trips, 21 vehicular trips in the AM peak and 18 vehicular trips in the PM peak.
- Due to the dual frontage design of the Child Care Premises, the traffic impact will be spread over two streets, and it can be expected that the traffic on Summers Street may be slightly reduced with another access option.
- The proponent manages a parking demand plan and has conducted a survey among families currently enrolled on preferred mode of transport. The results of survey indicate that roughly 30 percent of all visitors walk or cycle to the Child Care Premises.

Administration Comments

Administration has completed a review of the applicant's TIS included in **Attachment 5** and provides the following comments:

- Road Hierarchy Capacity: Under the Main Roads WA road hierarchy, Summers Street and Cheriton Street are identified as Access Roads, which have an indicative traffic volume of 3,000 vehicles per day (VPD). The City's traffic data from 2021 indicates that the average two-way daily traffic volume was 1,326 VPD along Summers Street and 401 VPD along Cheriton Street. This data would be inclusive of the traffic generated from the Summers Street lot as it was operating at the time. The proposed extension 108 vehicular movements per day split across both roads would have minimal impact on the capacity of the road network and its function.
- Trip Generation: According to WAPC Transport Guidelines, any developments generating between 10 and 100 vehicles per hour in the peak hour is deemed to have a moderate impact on the network and requires consideration through the submission of a TIS to demonstrate that the development can function within the existing network, and would not cause traffic issues. The City's Engineering team has reviewed the TIS and advised that the roads can adequately to accommodate the projected development traffic volumes. This is because the roads currently operate well below their intended capacity and the traffic generated by the Child Care Premises would be spread across two streets.
- Existing Operation: The existing Child Care Premises on Summers Street has been operating since 2018 and the City has not received any complaints due to its operation or traffic generation.

The findings of the TIS demonstrate that the increased traffic would operate well within the design capacity of the current road network. The traffic volumes generated and impacts on the surrounding road network are acceptable.

Car Parking

The application proposes to increase the amount of overall on-site parking bays from four to six (including one ACROD bay) to accommodate the increased children and staff on-site. The two additional bays would be accessible from Cheriton Street with the existing four bays accessed via Summers Street.

There is no minimum on-site parking requirements because the development is within the City of Perth Parking Management Area. This means that the proposed number of car parking bays complies.

Notwithstanding this, the applicant has submitted a transport impact statement and parking management plan to demonstrate that the proposed development would meet the parking demands of its users.

Applicant's Transport Impact Statement (TIS) and Parking Management Plan (PMP)

The applicant's TIS prepared by KCTT is included in **Attachment 5** and a PMP included in **Attachment 7** concludes that the proposed development would provide adequate car parking to satisfy the demand generated for the following reasons:

- The subject site is in close proximity to a train line, various bus routes and various designated cycling routes which would reduce the parking demand.
- The proponent conducted a survey among families currently enrolled at the Summers Street Child Care Premises, asking what their preferred mode of transport. The results of survey indicate that roughly 30 percent of all visitors walk or cycle to the Child Care Premises.
- The site has ample on-street parking available in the surrounding area should it be required.
- The peak parking demand would be between the period 7:30am – 8:30am where there would be a maximum demand for six on-site car parking bays. Child care premises have an average dwell time during drop off of 6.8 minutes but the TIS findings are based off the assumption of a worst case scenario where the dwell time during drop off would be 10 minutes, with all 90 children in attendance and on the assumption that all children are individually driven to the Child Care Premises.
- The proponent actively encourages their staff to use public or active transport through financial incentives as a part of their existing PMP for the Summers Street lot, which has been revised to incorporate the Cheriton Street lot. Should staff choose to drive, they are encouraged to use the street parking on West Parade.

Administration's Comments

Administration has considered the acceptability of parking demand that is expected to be generated by this proposed development and supports the parking arrangements for the following reasons:

- Proportionate Increase in On Site Car Parking: The existing Summers Street lot has been operating with a maximum of 63 children and 15 staff, with four car parking bays provided on site. The parking demand has been managed, evidenced by no complaints being received by the City from surrounding landowners. The Operation Management Plan for the current proposal states that the Summers Street lot is intended to accommodate 60 children and 15 staff, which would have a minor reduction in the parking demand for the Summers Street lot. The proposed extension to Cheriton Street is intended to accommodate 30 children and three staff, with two car parking bays on site - or with less than half the overall demand of Summers Street. The parking demand for the Cheriton Street lot would be proportionate to the approved car parking provision for the existing Summers Street lot and would be acceptable.
- TIS Findings: The applicant's TIS demonstrates that the proposed six car parking bays would adequately support the peak demand times of the development and that the car park would be underutilised outside of peak drop off/pick up periods. Six car parking bays have been incorporated.
- Alternate Modes of Transport: The proposed supply of six car parking bays would be appropriate to support those parents and visitors arriving by car, as there are various modes of active transport available including high frequency bus routes along Lord Street and the East Perth Train Station, both of which are within 250 metres of the site. End of trip facilities are also available for staff who choose to cycle to the site. There are dedicated cycle paths to the site adjacent to the Graham Farmer Freeway and East Parade.
- Car Parking Design: The proposed car park is designed to be safe and accessible, with a pedestrian walkway provided and separated out from the vehicle access way to provide increased legibility and safety.

- PMP: The applicant's PMP provides information detailing staff parking arrangements, drop off and pick up procedures for parents and to encourage alternative transport methods to support reduced car parking demand.
- On-Street Parking Availability:
    - The City undertook a survey of on-street car parking availability which included two days during weekdays in November 2018. This demonstrated that for parking bays along West Parade that are not time limited and intended to be utilised for staff parking, there was an average availability of 38 bays out of 101 between the hours of 9:00am-8:00pm. The existing Child Care Premises was operational at the time of the survey, having received an occupancy permit in April 2018.
    - The City's on-street parking survey in 2018 demonstrated an average availability of 34 bays on Summers Street between Lord Street and West Parade that are time limited for two hours, from 9:00am and 11:00am and an average availability of 28 bays from 3:00pm and 5:00pm, out of the available 51 bays. The survey also showed an average availability of 6 bays on Cheriton Street that are time limited for two hours from 9:00am and 11:00am and an average availability of 9 bays from 3:00pm and 5:00pm, out of 21 bays available.
- Bicycle Parking: Three bicycle parking racks are proposed near the entry of the proposed Child Care Premises to the Cheriton Street lot. The provision of these bicycle parking facilities would support this active mode of transport to and from the site.

Waste Management

The applicant provided a Waste Management Plan (WMP), included as **Attachment 9** in accordance with the City's Waste Guidelines for New Developments.

The WMP indicates a refuse area along the western boundary of the subject site which is enclosed and screened from the street and adjoining properties in a tapered slatted timber enclosure. The WMP also proposes weekly collection of both the general waste and recycling bins.

The WMP satisfies the acceptable outcomes of the Built Form Policy relating to public domain interface and waste management. A condition has been recommended requiring the operation in accordance with the Waste Management Plan for the proposed development to ensure that private waste collection and disposal arrangements are detailed and are to the satisfaction of the City.

Environmentally Sustainable Design

The life cycle assessment and performance rating tools specified in the Built Form Policy would have limited application for this proposal. This is because the proposed development relates to the re-use of the existing building on the Cheriton Street lot, which would not allow for changes to the building footprint or the construction materials that may aid in the sustainability of the design.

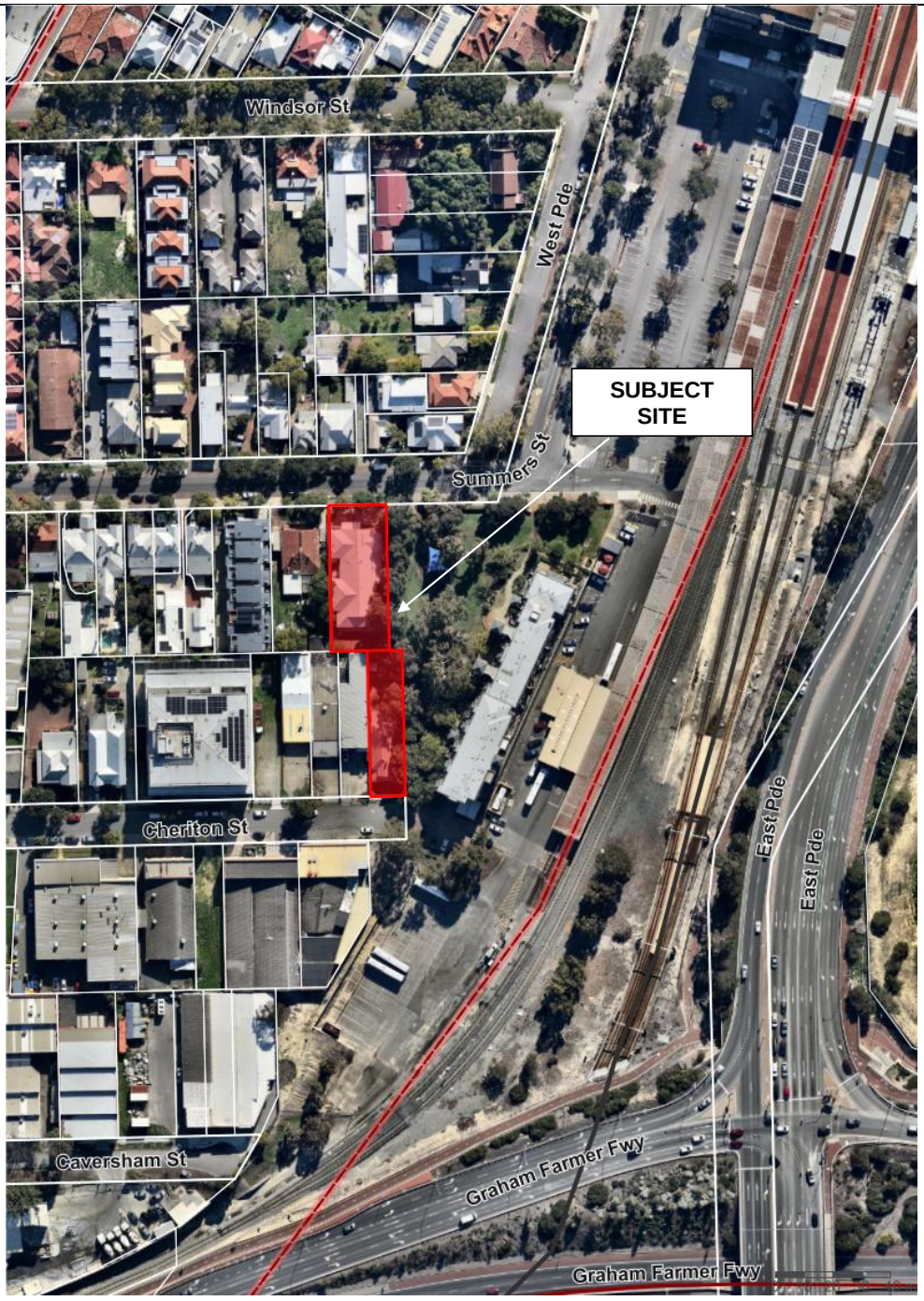
The applicant has submitted an Environmental Programmes Plan as part of their Operations Plan which is included in **Attachment 6**. This details the key initiatives to be implemented by the operator to increase the sustainability of the Child Care Premises. These include:

- Existing solar panels on the Summers Street building and solar panels as shown on the development plans to be installed on the Cheriton Street lot. This would generate 95 to 100 percent of the Child Care Premises power;
- Efficient light fittings designed to reduce power consumption;
- Roofing materials and window treatments designed to reduce heat load;
- The removal of gas services from the Cheriton Street lot; and
- Water usage controlled and managed through use of Bluetooth control drip water systems and low use water plants.

The development also proposes the adaptive re-use of the existing building on site which has significant environmental and sustainability benefits in reducing energy consumption and carbon emissions that would otherwise be associated with demolition and reconstruction using building materials.

The City's Sustainability team has reviewed the proposal against the Built Form Policy local housing objectives and is satisfied that the development has adequately incorporated environmentally sustainable design features.

A condition of approval has been recommended requiring the proposed development to operate in accordance with the Operations Management Plan. This would ensure that the Environmental Programmes Plan is delivered.



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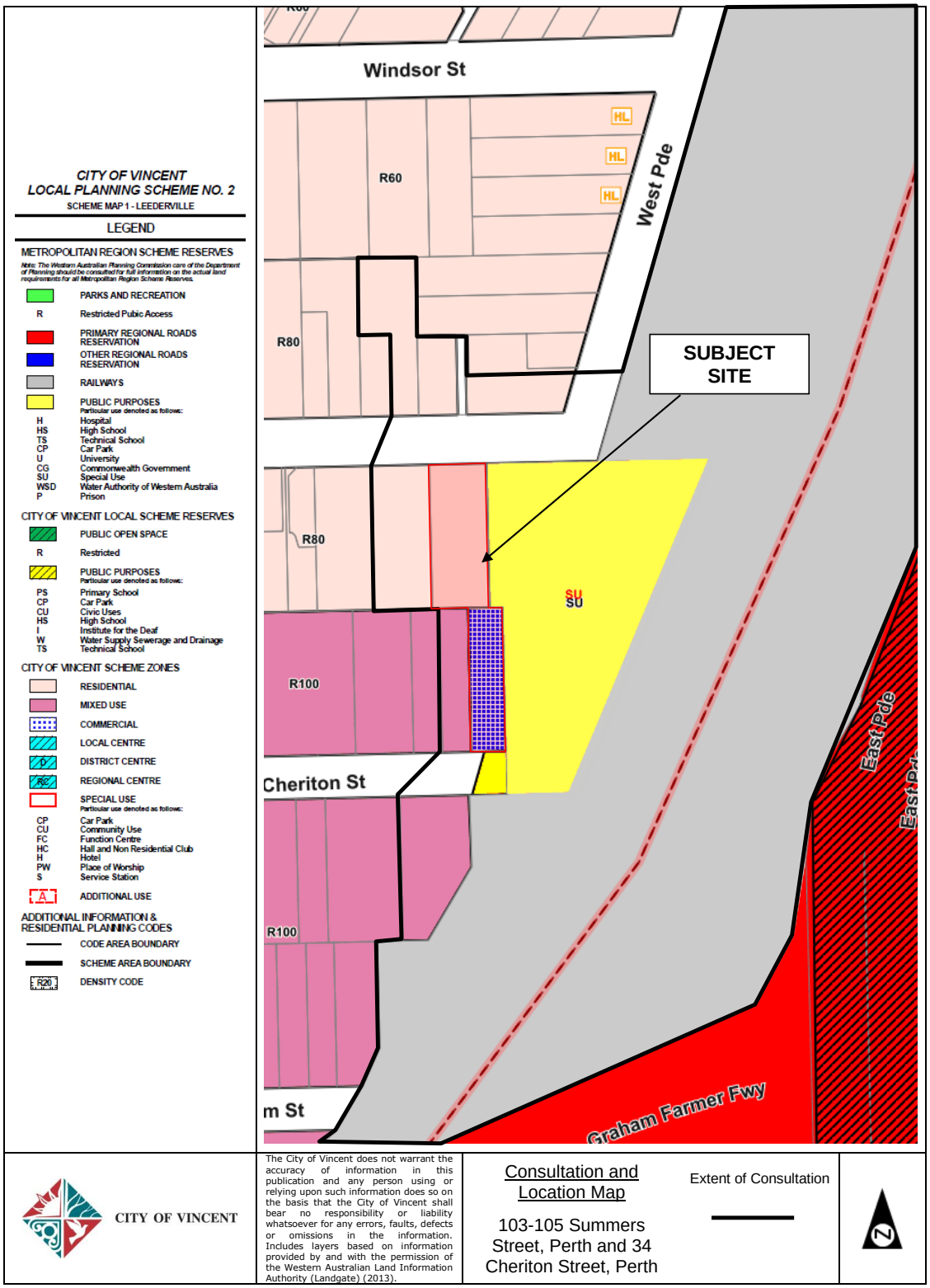
103-105 Summers Street, Perth and 34 Cheriton Street, Perth


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
Note: The Western Australian Planning Commission care of the Department of Planning should be consulted for full information on the actual land requirements for all Metropolitan Region Scheme Reserves.
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
Particular use denoted as follows:
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
Particular use denoted as follows:
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
Particular use denoted as follows:
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
Windsor St
West Pde
R60
R80
HL
HL
HL
SUBJECT SITE
R80
SU
SU
R100
Cheriton St
East Pde
East Pde
R100
m St
Graham Farmer Fwy
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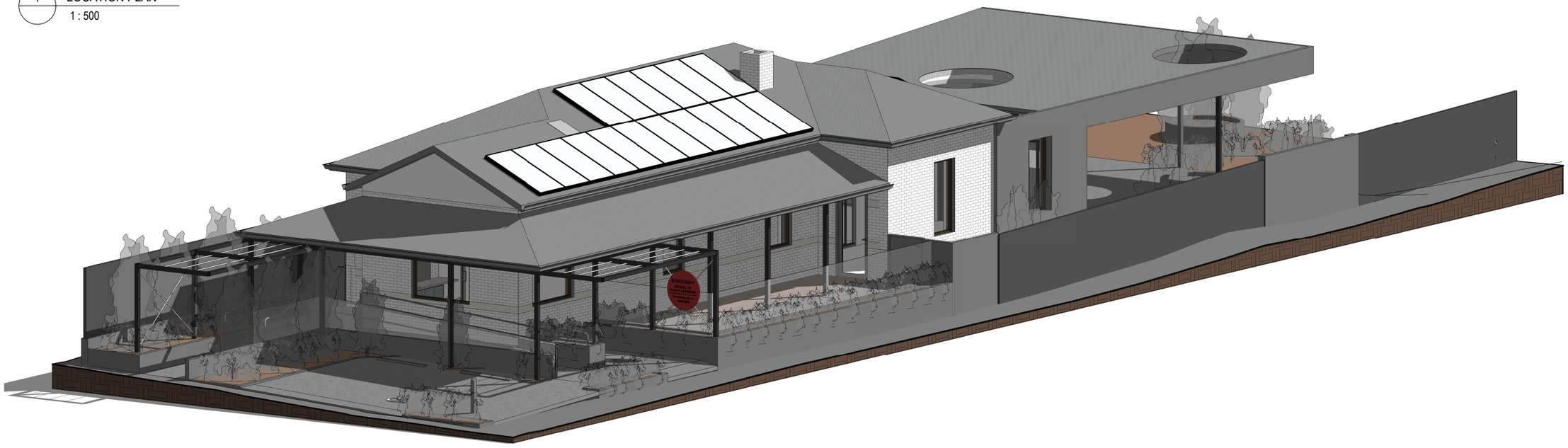
Consultation and Location Map
103-105 Summers Street, Perth and 34 Cheriton Street, Perth
Extent of Consultation
N

AKIDAMY SCHOOL OF EARLY LEARNING - CHERITON STREET

105 SUMMERS STREET & 34 CHERITON STREET, PERTH WA



1 LOCATION PLAN
1 : 500



P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
5	16.09.22	COORDINATION	SP
6	19.09.22	COORDINATION	SP
7	23.09.22	DEVELOPMENT APPLICATION	SP

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Project: AKIDAMY - 34 CHERITON STREET
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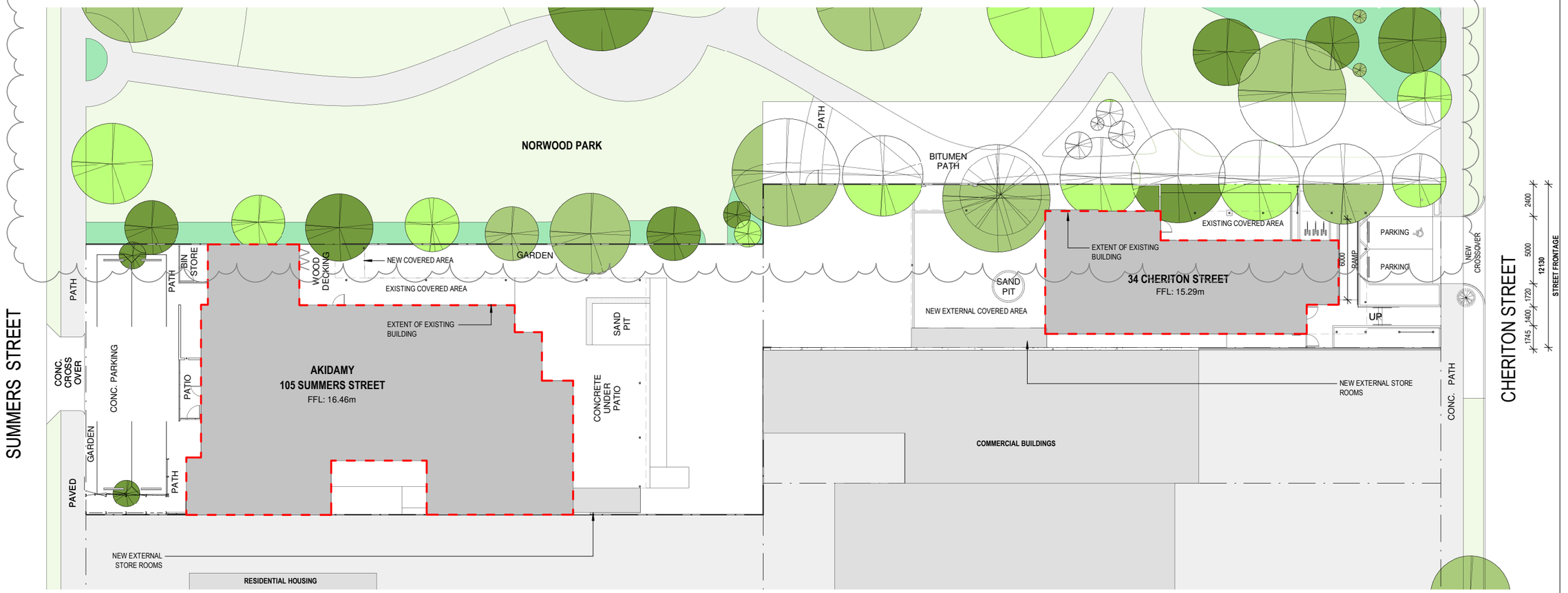
Drawing No: DA00



1 SITE PLAN
1 : 200

CLASSROOM AREAS

CLASSROOM AREA - SUMMER STREET	216.0 M²
CLASSROOM AREA - CHERITON STREET	90.3 M²
CLASSROOM AREA - TOTAL	306.3 M²

OUTDOOR PLAY AREAS

OUTDOOR PLAY AREA - SUMMER STREET	410.8 M²
OUTDOOR PLAY AREA - CHERITON STREET	287.9 M²
OUTDOOR PLAY - TOTAL	698.7 M²

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
5	16.09.22	COORDINATION	SP
6	19.09.22	COORDINATION	SP
7	23.09.22	DEVELOPMENT APPLICATION	SP
8	12.01.22	DEVELOPMENT APPLICATION	SP

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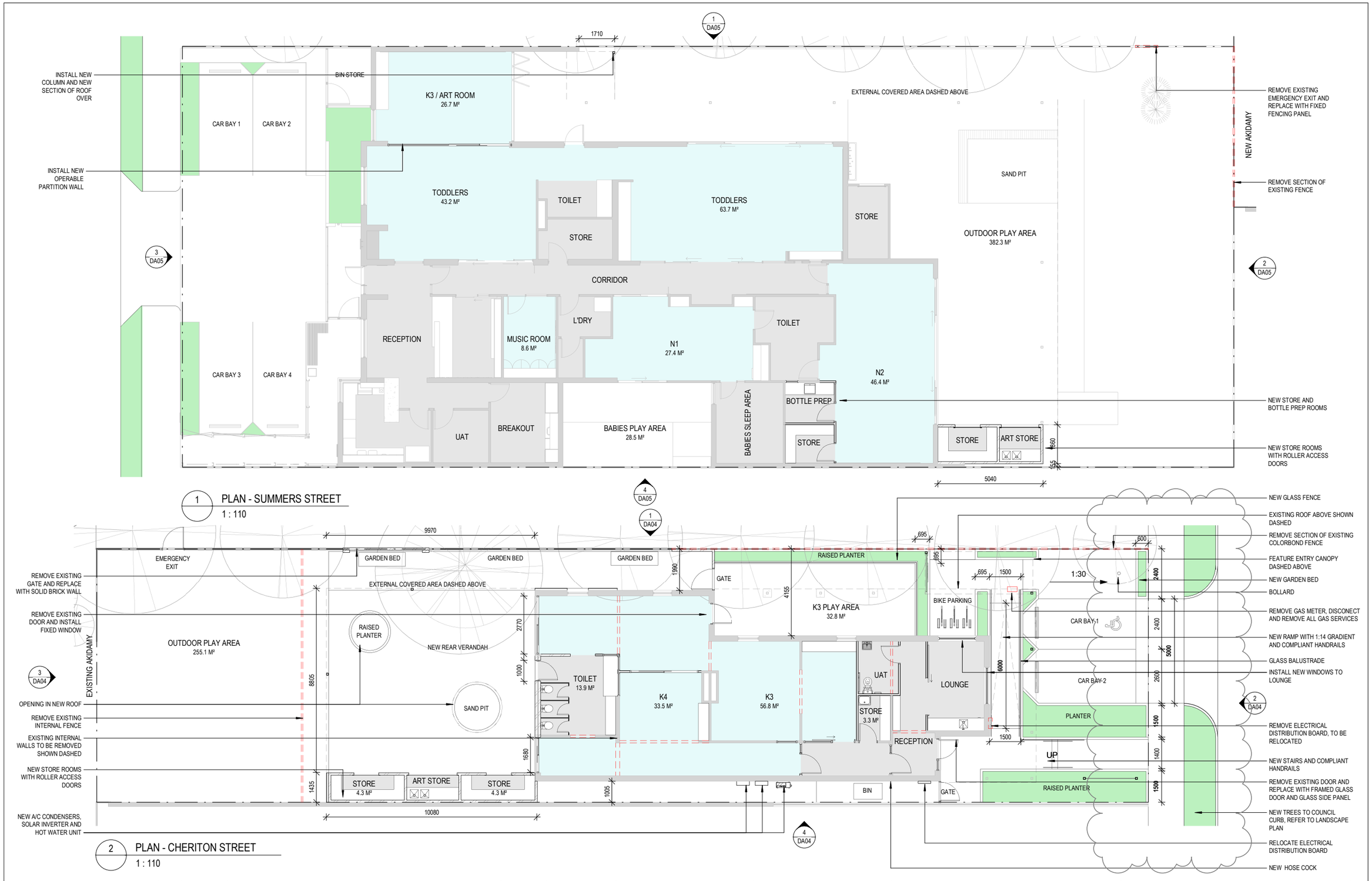
Client: AKIDAMY
Drawing Title: SITE PLAN
Job No: PAR0099
Drawing No: DA01



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E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
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6	19.09.22	COORDINATION	SP
7	23.09.22	DEVELOPMENT APPLICATION	SP
8	19.12.22	DEVELOPMENT APPLICATION	SP
9	31.12.22	DEVELOPMENT APPLICATION	SP
10	12.01.22	DEVELOPMENT APPLICATION	SP

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Scale: 1 : 110 @ A2
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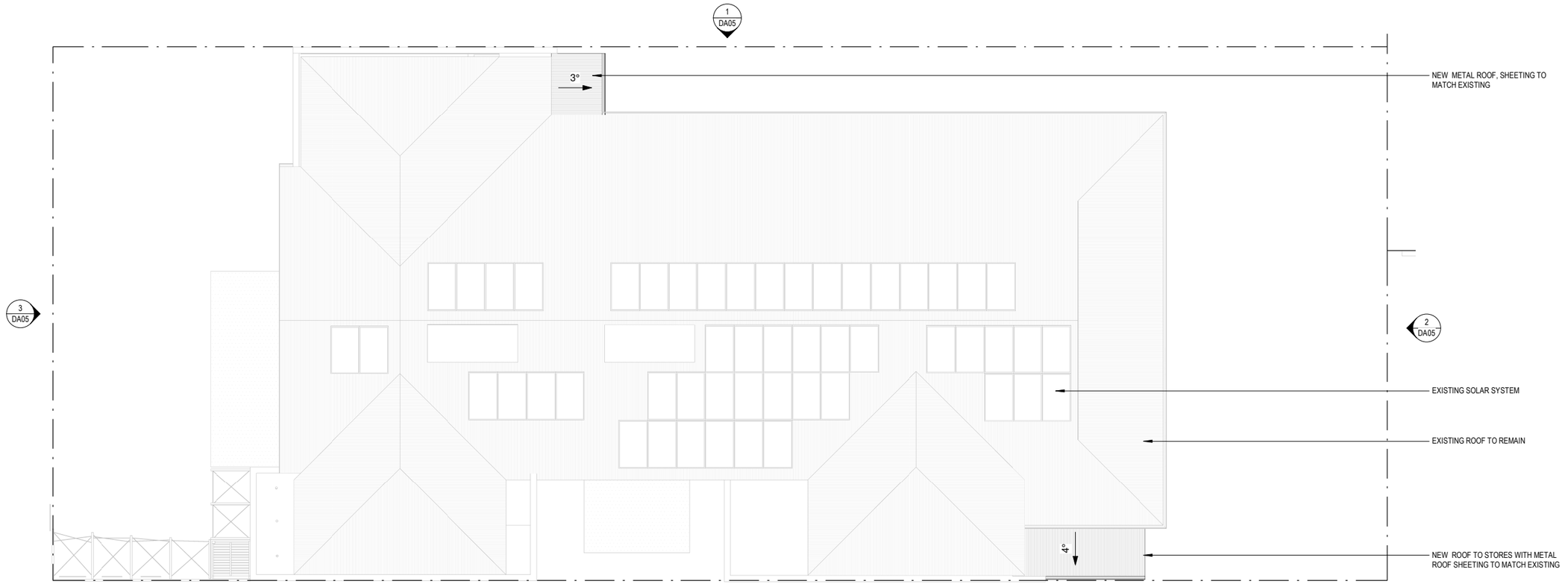
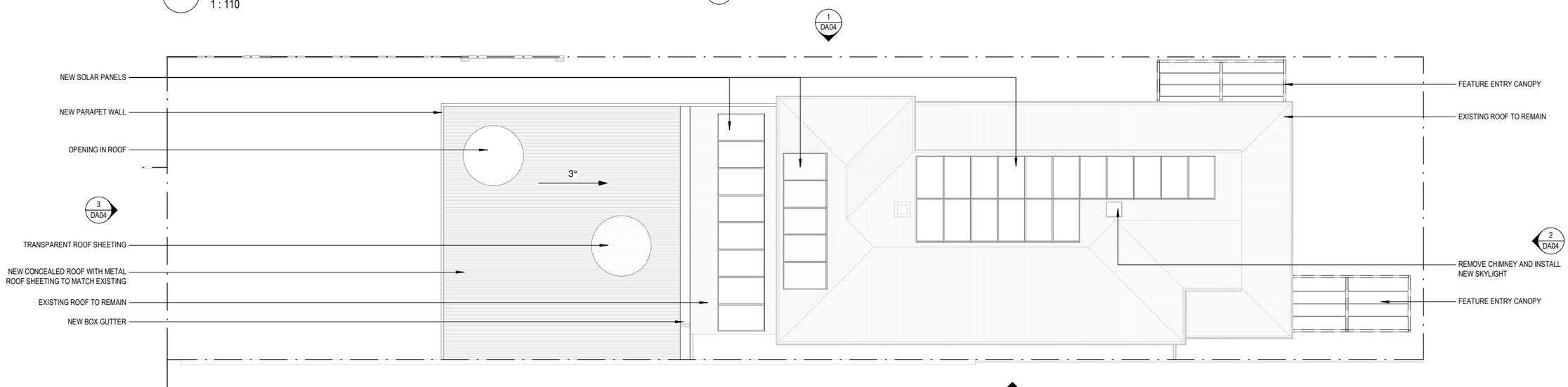
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: PLAN
Job No: PAR0099
Drawing No: DA02



1 ROOF PLAN - SUMMERS STREET
1 : 110

4
DA05



2 ROOF PLAN - CHERITON STREET
1 : 110

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E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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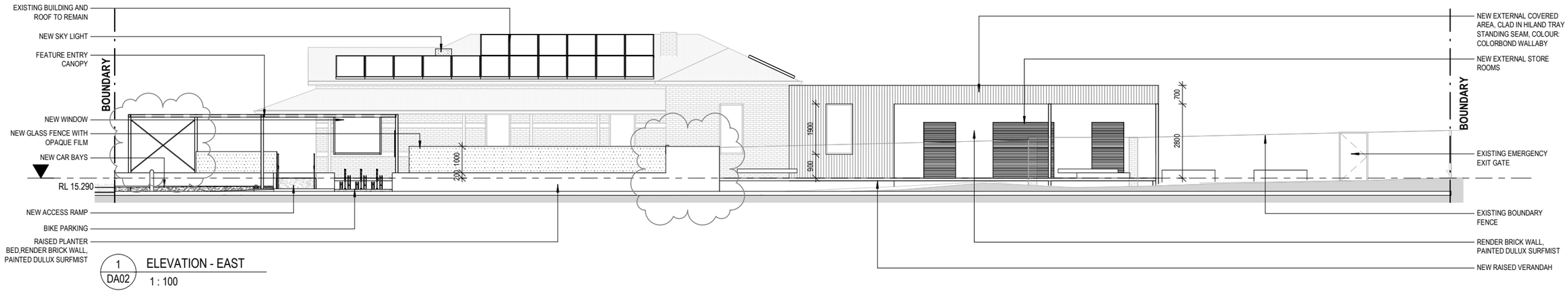
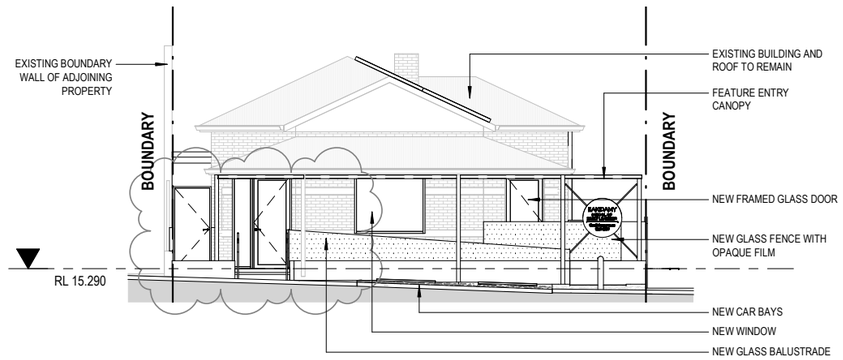
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ROOF PLAN
Job No: PAR0099
Drawing No: DA03



1 DA02 ELEVATION - EAST
1 : 100



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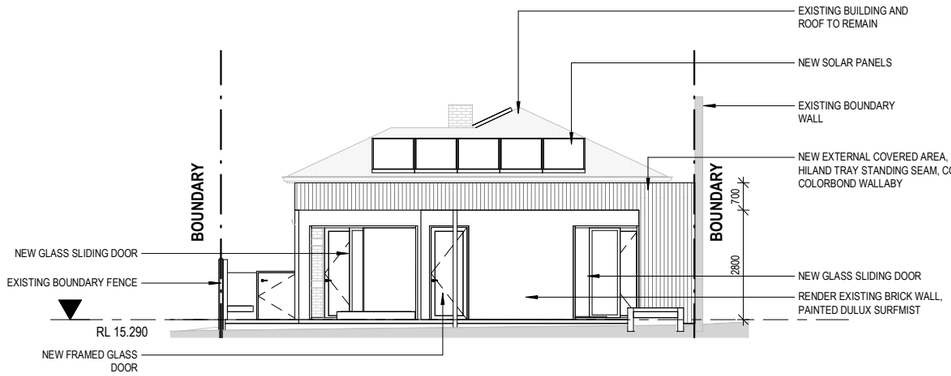

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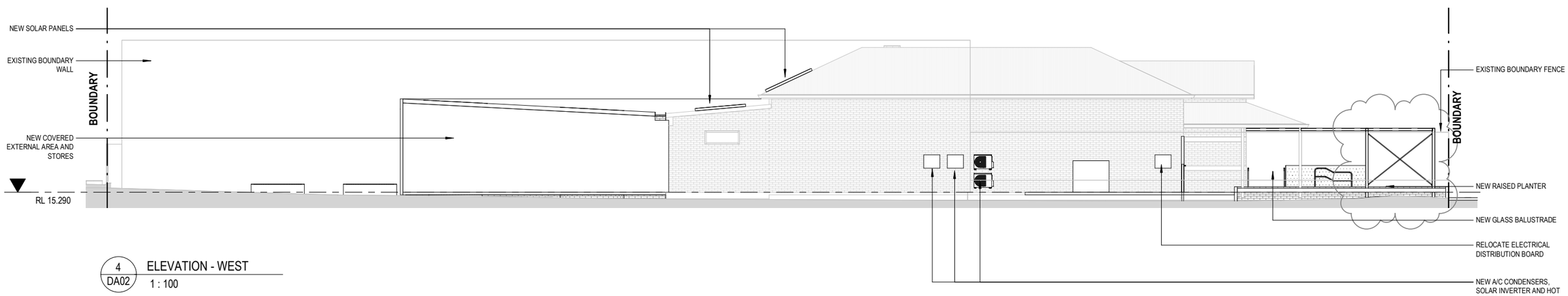

4 DA02 ELEVATION - WEST
1 : 100

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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10	12.01.22	DEVELOPMENT APPLICATION	SP

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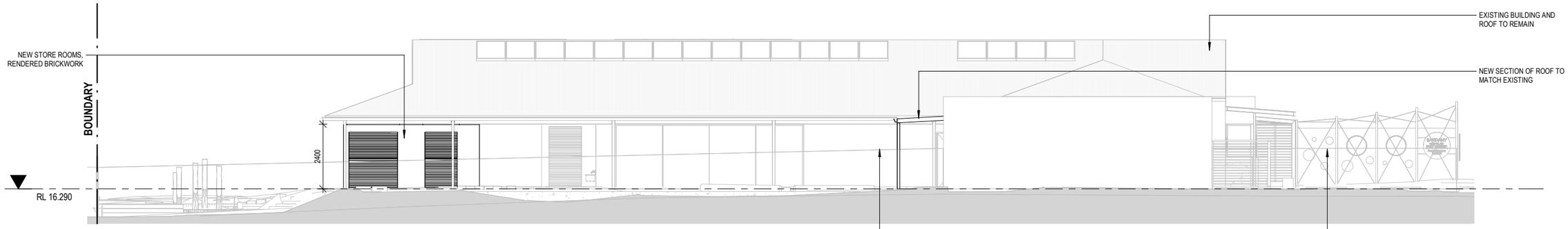
Dr: SP Chk: PH Appvd: PH
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ELEVATIONS - CHERITON STREET
Job No: PAR0099
Drawing No: DA04



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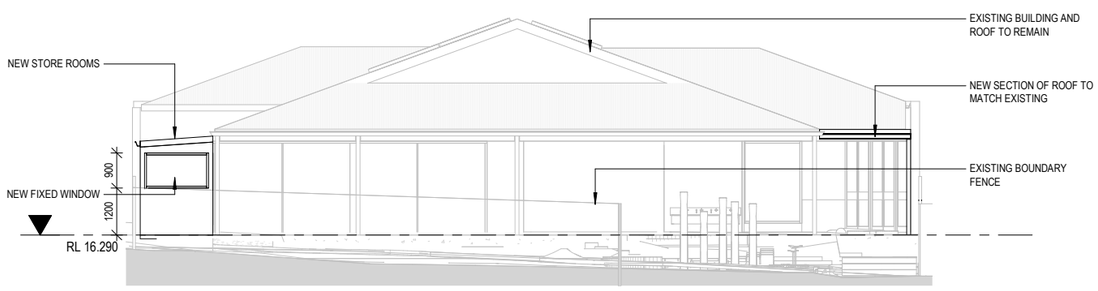

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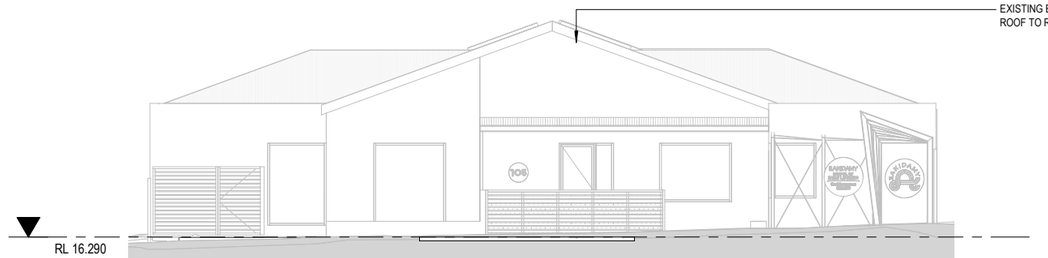

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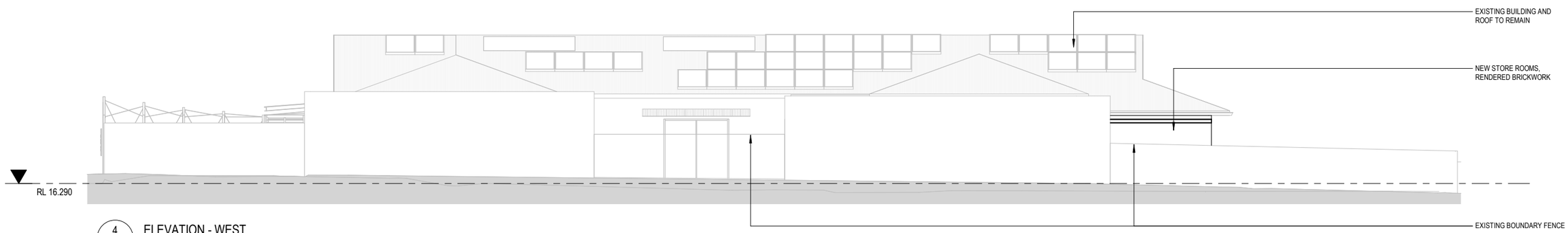

4 DA02 ELEVATION - WEST
1 : 100

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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5	19.09.22	COORDINATION	SP
6	23.09.22	DEVELOPMENT APPLICATION	SP

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Scale: 1 : 100 @ A2
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Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ELEVATIONS - SUMMERS STREET
Job No: PAR0099
Drawing No: DA05



FRONT PERSPECTIVE - ARTIST IMPRESSION

REAR PERSPECTIVE - ARTIST IMPRESSION

P.A.I.D

E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902

P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
5	23.09.22	DEVELOPMENT APPLICATION	SP

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Dr: SP
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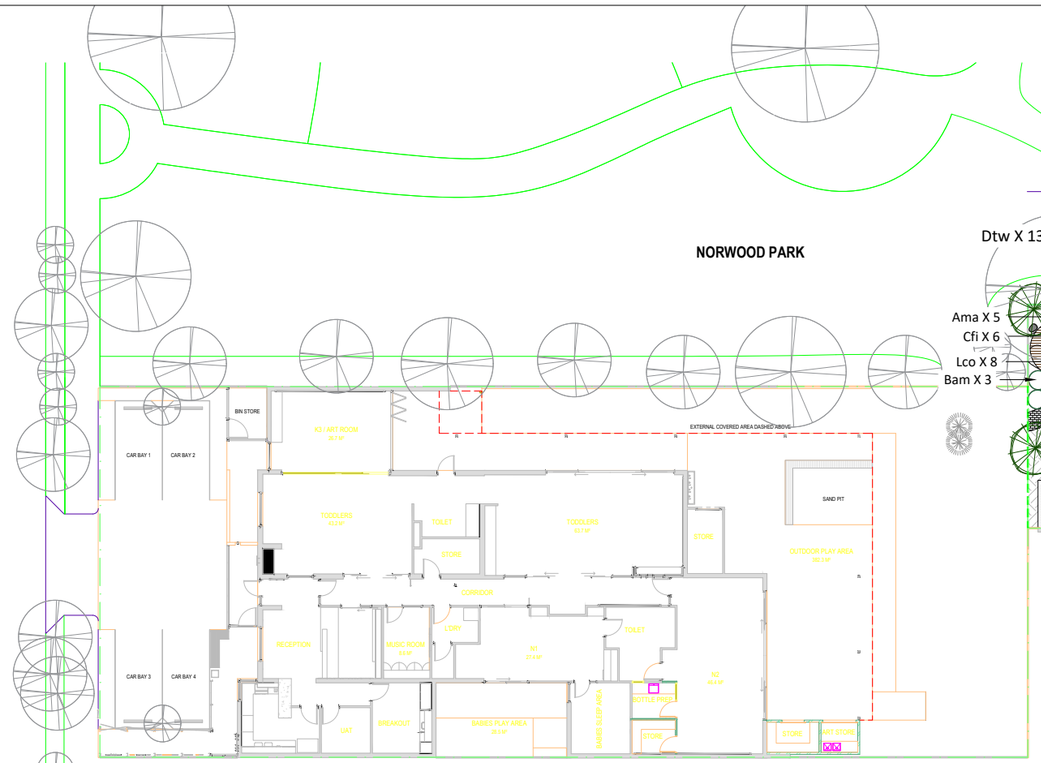
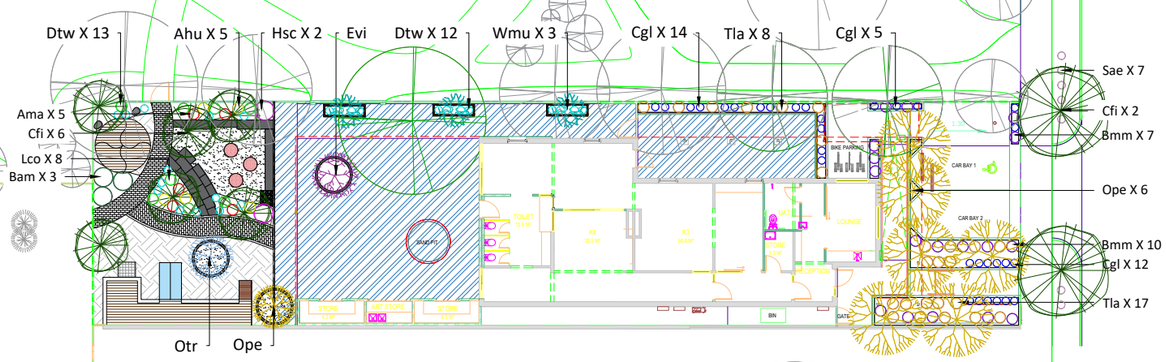
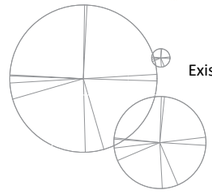
Client: AKIDAMY
Drawing Title: PERSPECTIVES
Job No: PAR0099
Drawing No: DA06






Existing trees

Tree canopy					
Num.	Tree species	Number of trees	Canopy spread at mature (Diametar)	Area calculation (3.14 x radius squared) for single tree	Total surface under the tree canopy
1	Pyrus calleryana	6	4 m	3.14 x 4 =12,56 m²	75,40 m²
2	Corymbia ficifolia	2	5 m	3.14 x 5 =15,70 m²	31,40 m²

Total area under canopy	**∑= 106,80 m²**

PLANT SCHEDULE				
	SPECIES	SPACINGS	SIZE	QTS
	TREES			
Ope	ORNAMENTAL PEAR	AS SHOWN	90LT	7
Cfi	CORYMBIA FICIFOLIA	AS SHOWN	90LT	8
Otr	OLIVE TREE	AS SHOWN	90LT	1
Evi	EUCALYPTUS VICTRIX	AS SHOWN	90LT	1
Wmu	WEEPING MULBERY	AS SHOWN	60LT	3
	SHRUBS			
Ama	ANIGOZANTHOS MANGLESII	AS SHOWN	300 MM	5
Ahu	ANIGOZANTHOS HUMILIS	AS SHOWN	300 MM	5
Bam	BAMBOO	AS SHOWN	500 MM	3
Dtw	DIANELLA TASMANICA 'WYEENA'	AS SHOWN	300 MM	25
Hsc	HIBERTIA SCANDENS	AS SHOWN	500 MM	2
Lco	LOMANDRA CONFERTIFOLIA	AS SHOWN	500 MM	8
Bmm	BUXUS MUCROPHYLLA MICRO	AS SHOWN	300 MM	46
Cgl	CASUARINA GLAUCA	AS SHOWN	150 MM	41
Tla	THYSANOLAENA LATIFOLIA	AS SHOWN	300 MM	23
Sae	SCAEVOLA AEMULA	AS SHOWN	300 MM	23

TREES:


ORNAMENTAL PEAR


OLIVE TREE


CORYMBIA FICIFOLIA


EUCALYPTUS VICTRIX

SHRUBS:


SCAEVOLA AEMULA


ANIGOZANTHOS MANGLESII


LOMANDRA CONFERTIFOLIA


HIBERTIA SCANDENS


THYSANOLAENA LATIFOLIA


BUXUS MICROPHYLLA MICRO


CASUARINA GLAUCA


ANIGOZANTHOS HUMILIS


DIANELLA TASMANICA 'WYEENA'

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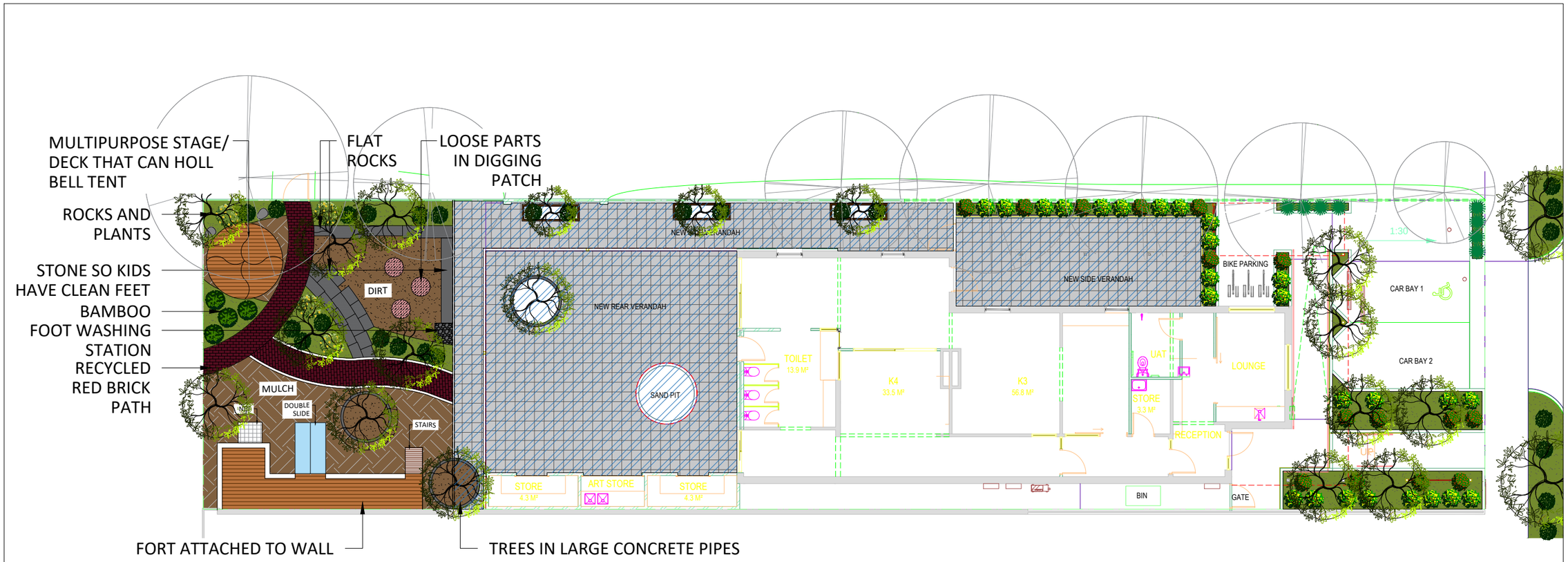
CONSULT | DESIGN | INSPIRE
P.O. Box 774
e-mail: admin@childscapes.com.au
web: childscapes.com.au

PROJECT	DRAWING	ISSUE
AKIDAMY	OVERALL PLANTING PLAN	FOR DEVELOPMENT APPROVAL

CLIENT	DRAWING N0	SCALE	SHEET	REVISION	DRAWN	DATE
-	L-02	1:150	A1	1	NK	19/01/23

REVISIONS

No	DATE	DRAWN	DETAILS
0	12/01/23	NK	PLANTING- FOR DEVELOPMENT APPROVAL
1	19/01/23	NK	PLANTING- FOR DEVELOPMENT APPROVAL





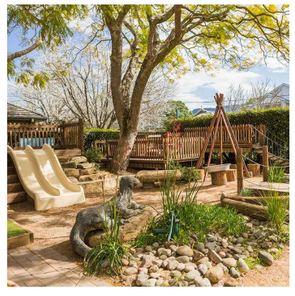
MULTIPURPOSE STAGE/ DECK THAT CAN HOLL BELL TENT



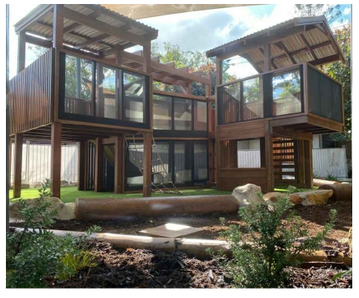
FLAT ROCKS



LOOSE PARTS IN DIGGING PATCH



DOUBLE SLIDE AND ROCKS WITH PLANTS



FORT



FOOT WASHING STATION

0 5 7.5 10 15 20
SCALE BAR 1:75

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e-mail: admin@childscapes.com.au
web: childscapes.com.au

PROJECT	DRAWING	ISSUE
AKIDAMY	OVERALL CONCEPT PLAN	FOR DEVELOPMENT APPROVAL

CLIENT	DRAWING N0	SCALE	SHEET	REVISION	DRAWN	DATE
-	L-01	1:75	A1	10	NK	20/01/23

REVISIONS

No	DATE	DRAWN	DETAILS
5	20/09/22	NK	CONCEPT- ISSUED FOR FEEDBACK
6	22/09/22	NK	CONCEPT- ISSUED FOR FEEDBACK
7	19/12/22	NK	CONCEPT- ISSUED FOR FEEDBACK
8	20/12/22	NK	CONCEPT- ISSUED FOR FEEDBACK
9	12/01/23	NK	CONCEPT- FOR DEVELOPMENT APPROVAL
10	20/01/23	NK	CONCEPT- FOR DEVELOPMENT APPROVAL

HERRING STORER ACOUSTICS

PROPOSED CHILD CARE CENTRE
103/105 SUMMERS STREET / 34 CHERITON STREET
PERTH

DEVELOPMENT APPLICATION
ACOUSTIC REPORT

SEPTEMEBER 2022

OUR REFERENCE: 30083-2-22301

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:
HERRING STORER ACOUSTICS
P.O. Box 219, Como, W.A. 6952
(08) 9367 6200
hsa@hsacoustics.com.au

Herring Storer Acoustics
Our ref: 24746-1-19114

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DA ACOUSTIC REPORT

CHILD CARE CENTRE – PERTH

Job No: 22301

Document Reference: 30083-2-22301

FOR

ROWE GROUP

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Author:	Tim Reynolds	**Checked:**	George Watts
Date of Issue:	19 September 2022		

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CONTENTS

1.0	INTRODUCTION		1
2.0	PROPOSED REDEVELOPMENT		1
3.0	SUMMARY		1
	3.1	Outbound Noise	1
	3.2	Inbound Noise (State Planning Policy 5.4)	2
4.0	CRITERIA		2
	4.1	Town of Vincent Sound Attenuation Policy 3.5.21	2
	4.2	Environmental Protection (Noise) Regulations 1997	3
	4.3	State Planning Policy 5.4	5
5.0	NOISE SOURCE IDENTIFICATION		6
6.0	NOISE FROM DEVELOPMENT		6
	6.1	Outdoor Play	6
	6.2	Mechanical Services	7
	6.3	Cars	8
7.0	INBOUND NOISE (STATE PLANNING POLICY 5.4)		8

APPENDICIES

A	Plans

1.0 INTRODUCTION

Herring Storer Acoustics was commissioned by the Rowe Group to conduct an acoustic assessment of the expansion of the current Child Care Centre located at 103 - 105 Summers Street, Perth, to include 34 Cheriton Street, Perth, for the Development Application.

This report provides preliminary assessments with regards to:

- City of Vincent Policy 7.5.21.
- *Environmental Protection (Noise) Regulations 1997*; and
- State Planning Policy 5.4.

This report has been based on the drawing provided, as attached in Appendix A.

2.0 PROPOSED REDEVELOPMENT

The expanded Child Care Centre is to be located at 103 - 105 Summers Street and 34 Cheriton Street, Perth.

The centre will cater for up to 90 children, with the following breakdown in age groups:

Activity 1 (0 – 1 years)	8 children
Activity 2 (1 to 2 years)	12 children
Activity 3 (2 to 3 years)	30 children
Activity 4 (3 to 3.5 years)	30 children
Activity 5 (+3.5 years)	10 children

It is likely that the proposed child care centre would operate between 6:30am and 7:00pm, Monday to Friday (excluding Public Holidays). However, it is noted that although the proposed Child Care Centre would open before 7 am (ie during the night period), the outdoor play area would not be used until after 7am.

3.0 SUMMARY

3.1 OUTBOUND NOISE

We note that from information received from DWER, the bitumised area would be considered as a road, thus noise relating to the propulsion and breaking of motor vehicles is exempt from the *Environmental Protection (Noise) Regulations 1997*. We note that these noise sources are rarely critical in the determination of compliance. Thus, noise sources that need to comply with the requirements of the Environmental Protection (Noise) Regulations 1997, include:

- Children playing within the outside play areas of the child care centre;
- Mechanical services; and
- Car doors closing within the car park.

Given the location, (ie adjacent to Loftus Street) noise emission from these noise sources would, as shown in Section 6.0, with the proposed layout easily comply with regulatory requirements and the City of Vincent Policy 7.5.21.

Note: Although, we believe that noise emissions from car movements and car starts are exempt from the Regulations and would therefore, would not be required to be assessed under the Regulations, for completeness, along with the source listed above, they would be included in the full assessment that would be undertaken during the design process.

3.2 INBOUND NOISE (STATE PLANNING POLICY 5.4)

The State Planning Policy 5.4 is submitted as a separate report.

Based on the measurements and assessment undertaken, as shown in the separate SPP 5.4 noise Management Plan provided, noise received at the child care centre from trains passing on the neighbouring railway line, would comply with the base criteria, as outlined within State Planning Policy 5.4. Thus, no further action is required.

We also note that the "babies sleep" area / room is located on the western side of the "existing" child care. This being on the far side of the child care from the passenger railway line.

Based on the assessment undertaken, noise received at the child care centre would comply with the requirements of the City of Vincent's Planning Policy 7.5.21 and State Planning Policy 5.4. Thus, in this case, no further action is required.

The development also complies with the Town of Vincent's Sound Attenuation Policy would be achieved.

4.0 CRITERIA

4.1 TOWN OF VINCENT SOUND ATTENUATION POLICY 3.5.21

Outbound Noise

Noise emissions associated with a development are to comply with the Assigned Noise Levels in accordance with the *Environmental Protection (Noise) Regulations 1997*.

Inbound Noise Levels (SPP 5.4)

The Town of Vincent Sound Attenuation Policy specifies that inbound noise to premises other than residential, AS2107 is to be utilised for guidance as to the acceptable internal noise levels. Thus, for this development, internal sound levels should comply with the following:

Sleep Rooms	-	$L_{Aeq(Day)}$ of 35 dB(A).
Play Rooms	-	$L_{Aeq(Day)}$ of 40 dB(A).
Staff Room	-	$L_{Aeq(Day)}$ of 40 dB(A).
Reception	-	$L_{Aeq(Day)}$ of 45 dB(A).

It is noted that these internal design sound levels are congruent with other noise ingress policies (such as the WAPC State Planning Policy 5.4).

The L_{eq} noise level is not to be unduly biased toward the lower frequencies of the octave band spectrum (between 31.5Hz – 125Hz). If this is the case, the findings should be discussed with the Town of Vincent Environmental Health Officers.

4.2 ENVIRONMENTAL PROTECTION (NOISE) REGULATIONS 1997

The allowable noise level at the surrounding locales is prescribed by the *Environmental Protection (Noise) Regulations 1997*. Regulations 7 & 8 stipulate maximum allowable external noise levels. For noise sensitive premises this is determined by the calculation of an influencing factor, which is then added to the base levels shown below in Table 3.1. The influencing factor is calculated for the usage of land within two circles, having radii of 100m and 450m from the premises of concern. For commercial premises, the assigned noise levels are fixed throughout the day, as listed in Table 4.1.

TABLE 4.1 – ASSIGNED NOISE LEVELS

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Noise sensitive premises: highly sensitive area	0700 - 1900 hours Monday to Saturday (Day)	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays (Sunday / Public Holiday Day)	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days (Evening)	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays (Night)	35 + IF	45 + IF	55 + IF

Note: The L_{A10} noise level is the noise that is exceeded for 10% of the time.
The L_{A1} noise level is the noise that is exceeded for 1% of the time.
The L_{Amax} noise level is the maximum noise level recorded.

It is a requirement that noise from the site be free of annoying characteristics (tonality, modulation and impulsiveness) at other premises, defined below as per Regulation 9.

"impulsiveness" means a variation in the emission of a noise where the difference between L_{Apeak} and $L_{Amax\ Slow}$ is more than 15dB when determined for a single representative event:

"modulation" means a variation in the emission of noise that –

(a) is more than 3dB $L_{A\ Fast}$ or is more than 3dB $L_{A\ Fast}$ in any one-third octave band;
(b) is present for more at least 10% of the representative assessment period; and
(c) is regular, cyclic and audible:

"tonality" means the presence in the noise emission of tonal characteristics where the difference between –

(a) the A-weighted sound pressure level in any one-third octave band; and
(b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

is greater than 3 dB when the sound pressure levels are determined as $L_{Aeq,T}$ levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as $L_{A\ Slow}$ levels.

Where the above characteristics are present and cannot be practicably removed, the following adjustments are made to the measured or predicted level at other premises.

TABLE 4.2 – ADJUSTMENTS FOR ANNOYING CHARACTERISTICS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+ 5 dB	+ 5 dB	+ 10 dB

The influencing factor at the neighbouring residential premises has been determined as listed in Table 3.3.

TABLE 3.3 – INFLUENCING FACTORS

IF Factor Parameter	IF Factor (dB)
Secondary Road within inner circle	+2* (Summers Street)
Major Road within inner circle	-
Major Road within outer circle	+6* (Lord Street, East Parade and Graham Farmer Freeway)
Commercial Premises within the inner circle	+1.0 (20%)
Commercial Premises within the outer circle	+1.1 (23%)
Industrial Premises within the inner circle	+3.1 (31%)
Industrial Premises within the outer circle	+0.9 (9%)
TOTAL IF	+10.1 (Round down to +10)

* Maximum Traffic Influencing Factor is +6

TABLE 3.4 - ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		$L_{A\ 10}$	$L_{A\ 1}$	$L_{A\ max}$
Noise sensitive premises	0700 - 1900 hours Monday to Saturday	55	65	75
	0900 - 1900 hours Sunday and Public Holidays	50	60	75
	1900 - 2200 hours all days	50	60	65
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	45	55	65
Commercial	All hours	60	75	80

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.

For this development, we believe that the neighbouring residence of concern are as shown below in Figure 4.1.

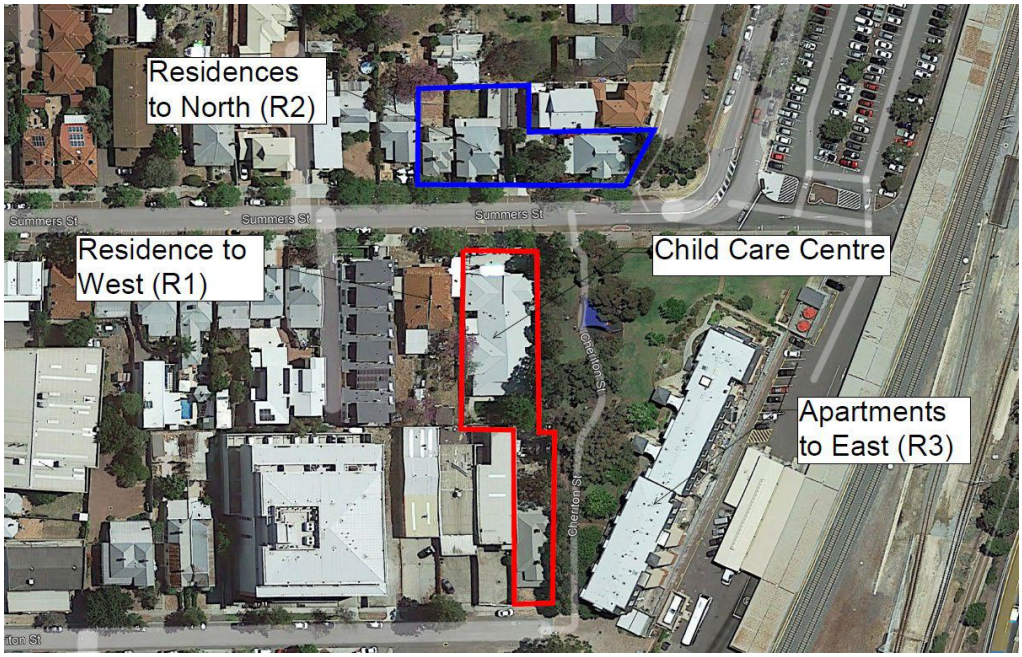


FIGURE 4.1 – NEIGHBOURING RESIDENCES

4.3 STATE PLANNING POLICY 5.4

Under State Planning Policy 5.4 "*Road and Rail Transport Noise and Freight Considerations in Land Use Planning*", the external day period acoustic criteria are:

Target 55 dB(A) L_{Aeq}

For this development, under the policy, noise received at least one outdoor area should be design to within the margins (ie between the Target and Limit). Thus, noise received at an outdoor play area should comply with an $L_{Aeq(Day)}$ of 55 dB(A).

We also note that under the policy, there is an internal criteria that should be achieved. Under the Policy, for non-residential noise sensitive premises, internal noise levels should meet the design sound levels as listed in Table 1 of AS/NZ 2107:2000 "Acoustics – Recommended design sound levels and reverberation times for building interiors". Under AS 2017, the internal criteria would:

Sleep Rooms - $L_{Aeq(Day)}$ of 35 dB(A).
Play Rooms - $L_{Aeq(Day)}$ of 40 dB(A).
Staff Room - $L_{Aeq(Day)}$ of 40 dB(A).
Reception - $L_{Aeq(Day)}$ of 45 dB(A).

Note: The above criteria are for traffic 20 years in the future.

5.0 NOISE SOURCE IDENTIFICATION

The area of the proposed development was examined to ascertain the applicable noise sources.

Ambient noise levels during the afternoon peak period was ascertained to be the most critical for the design of the development.

Residual breakout noise from lifestyle uses and entertainment venues was ascertained to not be applicable for this development as there are no noise sources within an acoustically significant distance to the proposed area (i.e. within 100m) and it is a day period only usage.

The impact of traffic noise for the road network in the area is considered to be the most significant contributors to noise levels in this area.

Given the above noise source identification, it was determined from the traffic flows and train movements, the ambient noise levels during the afternoon peak period were the most pertinent for the design of the development.

6.0 NOISE FROM DEVELOPMENT

Noise sources that need to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*, include:

- Children playing within the outside play areas of the Child Care Centre.
- Mechanical services; and
- Car doors closing within the car park.

Note: Although, we believe that noise emissions from car movements and car starts are exempt from the Regulations and would therefore, would not be required to be assessed under the Regulations, for completeness, along with the source listed above, they would be included in the full assessment that would be undertaken during the design process.

6.1 OUTDOOR PLAY

With regards to noise emissions from the outdoor play area, we believe that the neighbouring residences of concern, given the location of the outdoor play area, is the residence located to the west (ie 107 Summers Street); and the residences within the apartment building to the west of the child care centre. With the proposed boundary fence, the distance to the neighbouring residences and outdoor play being limited to the day period, noise received at all neighbouring residences would easily comply with the requirements of the *Environmental Protection (Noise) Regulations 1997.* However, to quantify this, noise modelling has been undertaken to all the residences, as shown on Figure 4.1, to be conservative even though the child care would only have a maximum of 90 children, based on a sound power level of 90 children within the outdoor area, with a sound power level of 83 dB(A) per group of 10 children. The calculated noise level at the worst case location (upper floors of apartments to west) was calculated to be 46 dB(A).

Noise emissions from children playing is a broadband noise and does not contain any annoying characteristics. Thus, the assessable noise level would be the calculated noise level of 46 dB(A). As the outdoor play area would only be used during the day period, compliance would be required with the assigned L_{A10} day period noise level of 55 dB(A). Thus, as stated above, noise received at the neighbouring residences would comply with the Regulatory criteria.

6.2 MECHANICAL SERVICES

The mechanical services for the existing child care centre are located on the eastern part of the roof of the existing building. From information provided, we understand that the air conditioning condensing units for the expansion (ie 34 Cheriton Street) would be located on the western side of the development, near the parapet wall to the neighbouring premises, as shown on Figure 6.1.

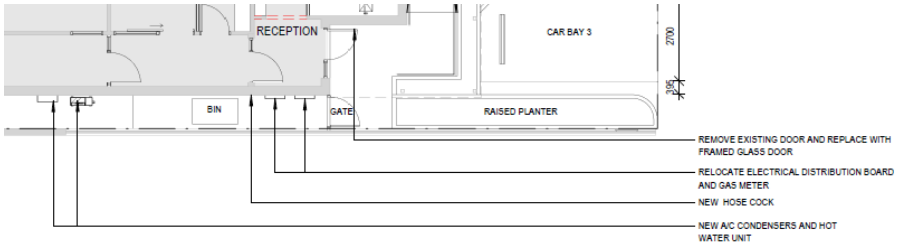


FIGURE 6.1 – CONDENSING UNITS LOCATION (34 CHERITON STREET)

At this stage of the development, the mechanical services have not been designed. However, given the assigned noise levels, the mechanical services would easily comply with the regulatory requirements. Even so, an assessment of the mechanical services has been undertaken based on the noise levels for the air conditioning as used for previous assessment of child care centres. From other studies, we understand that the noise associated with the condensing units would be conservative.

The sound power levels of the mechanical services use in this preliminary assessment were as listed in Table 6.1.

We note that other locations would be acceptable, however, to ensure compliance, an acoustic assessment of the mechanical services would be undertaken as part of the design process.

TABLE 6.1 – SOUND POWER LEVELS

Item	Sound Power Level, dB(A)
Air conditioning condensing Unit	2 @ 69

Based on the above, noise received at the worst case neighbouring location from the air conditioning associated with the expansion has been determined to be 25 dB(A) at the existing residence to the west (ie 107 Summers Street). Thus, noise received at the neighbouring residence from the mechanical services would not contribute to the noise received at the neighbouring residences. Thus, even with the addition of the +5 dB(A) compliance, would be required with the assigned L_{A10} night period noise level of 45 dB(A). Thus, as stated above, noise received at the neighbouring residences would comply with the Regulatory criteria.

6.3 CARS

Once again, given the assigned noise levels, noise received at the neighbouring residences from car doors closing would comply with regulatory requirements.

We note that from information received from DWER, the bitumised area would be considered as a road, thus noise relating to motor vehicles, including engine noise from car movements and cars starting are exempt from the *Environmental Protection (Noise) Regulations 1997*. We note that from numerous assessments undertaken of vehicle noise associated with child care and other developments these noise sources are not the critical sources in the determination of compliance. Thus, it is the noise received at the neighbouring residences from car doors closing that would be the critical noise source with regards to compliance with the Regulatory criteria.

For information it is noted that based on the definitions of tonality, noise emissions from car movements and car starts, being an L_{A1} and L_{AMax} respectively, being present for less than 10% of the time, would not be considered tonal. Thus, no penalties would be applicable to the noise that would be received at the neighbouring residences from car movements and cars starts. However, noise emissions from car doors closing could be impulsive, hence, to be conservative, the +10dB penalty would be included in the assessment.

As noise emissions from car doors closing would be the critical noise relating to compliance with Regulations, we have undertaken noise modelling to the residences as shown on Figure 4.1, based on a sound power level of 87 dB(A). The calculated noise level at the worst case location from the expansion (ie: apartments to east) was determined to be 48 dB(A). Applying the +10 dB(A) penalty for impulsiveness, the assessable noise level would be 58 dB(A). This noise level would comply with the night period assigned L_{AMax} noise level of 65 dB(A).

From the above, noise emission from the development would be designed to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* and, hence also the requirements of the City's Sound Attenuation Policy 7.5.21. However, as part of the deign process a full acoustic assessment would be undertaken to ensure that noise emissions from the development would comply with the requirements of the Environmental Protection (Noise) Regulations 1997. It is also noted, that although not required to be assessed, for completeness, noise emissions from car movements and car starts would, along with the source listed above, be included in the assessment.

7.0 INBOUND NOISE (STATE PLANNING POLICY 5.4)

To determine the noise that would be received at the proposed Child Care Centre from passenger trains passing on the Perth – Midland train line, noise level measurements was undertaken outside the front of 34 Cheriton Steet. The measurement was carried out during the afternoon peak, between 4:15 and 4:45 pm Thursday 15th September 2002. The average noise level recorded during this time was an L_{Aeq} of 58 dB(A), which would be the worst case noise level for noise received at the child care centre. The octave band data for the loudest measurement is listed in Table 7.1.

TABLE 7.1 – TRAFFIC NOISE OCTAVE BAND DATA

Octave Band Centre Frequency (Hz) / Noise Level dB								
63	**125**	**250**	**500**	**1K**	**2K**	**4K**	**8K**	**dB(A)**
69	63	52	58	55	49	43	40	59

The noise levels recorded would be typical of train passes.

The State Planning Policy 5.4 assessment is submitted as a separate report.

However, we note that although the Child Care Centre has a "cots" room, this room has been positioned away from railway line. For the "cots" room the internal criteria would be 34 dB(A).

Based on the above number of train movements the L_{Aeq} for a peak hour would be 50 dB(A). Thus, noise received at the child care centre would be comply with the "Noise Targets" even during the peak hours. Thus based on the assessment undertaken, compliance with the requirements of the City of Vincent's Planning Policy 7.5.21 and State Planning Policy 5.4 would be achieved with the constructions as out lined in the separate State Planning Policy 5.4 Noise Management Plan.

With the proposed fencing to the Outdoor play area, compliance with the outdoor criteria, as required under State Planning Policy 5.4 would also be achieved.

Thus, compliance with the Town of Vincent's Sound Attenuation Policy would be achieved.

APPENDIX A

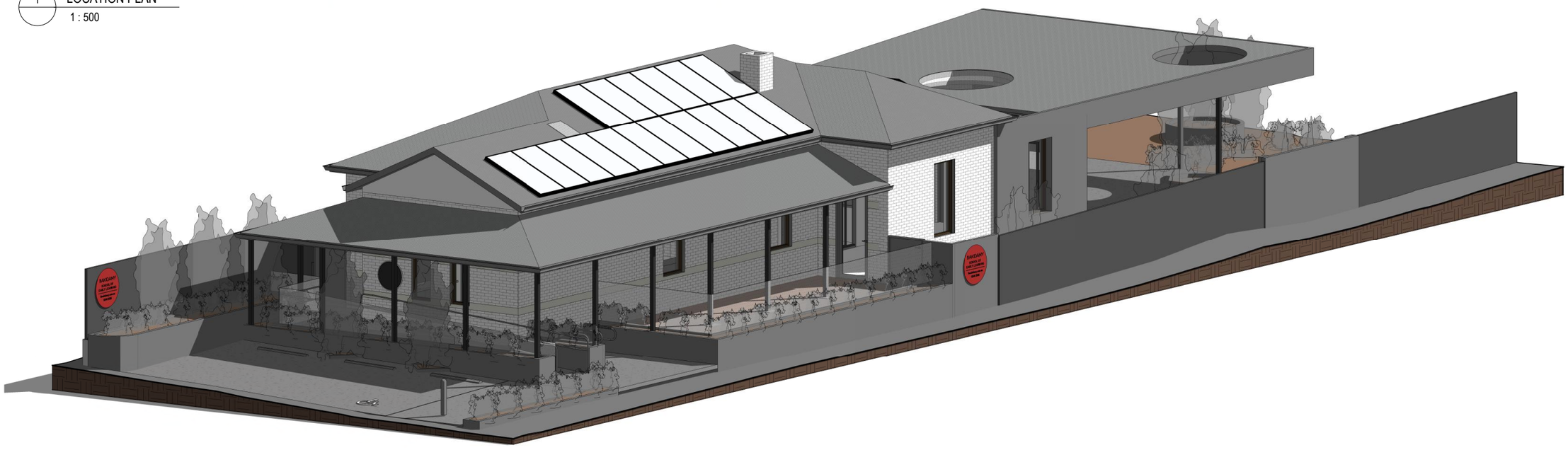
PLANS

AKIDAMY SCHOOL OF EARLY LEARNING - CHERITON STREET

105 SUMMERS STREET & 34 CHERITON STREET, PERTH WA



1 LOCATION PLAN
1 : 500



P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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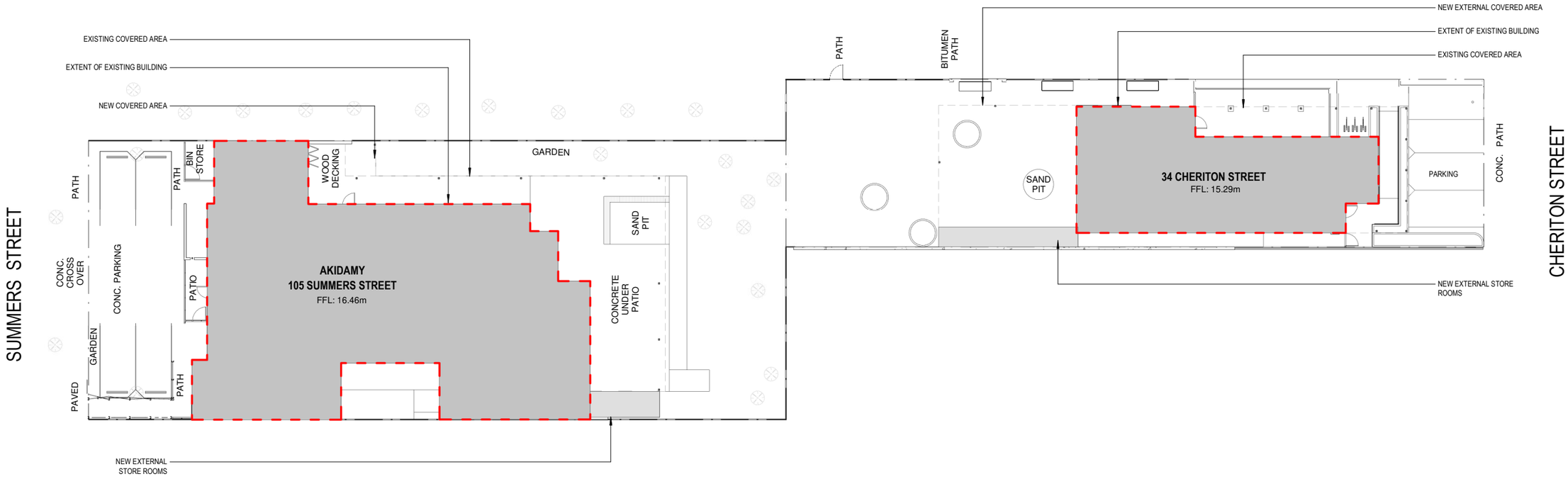
Client: AKIDAMY
Drawing Title: COVER PAGE & LOCATION PLAN
Job No: PAR0099
Drawing No: DA00



1 SITE PLAN
1 : 200

CLASSROOM AREAS

CLASSROOM AREA - SUMMER STREET	216.0 M²
CLASSROOM AREA - CHERITON STREET	90.3 M²
CLASSROOM AREA - TOTAL	306.3 M²

OUTDOOR PLAY AREAS

OUTDOOR PLAY AREA - SUMMER STREET	410.8 M²
OUTDOOR PLAY AREA - CHERITON STREET	287.9 M²
OUTDOOR PLAY - TOTAL	698.7 M²

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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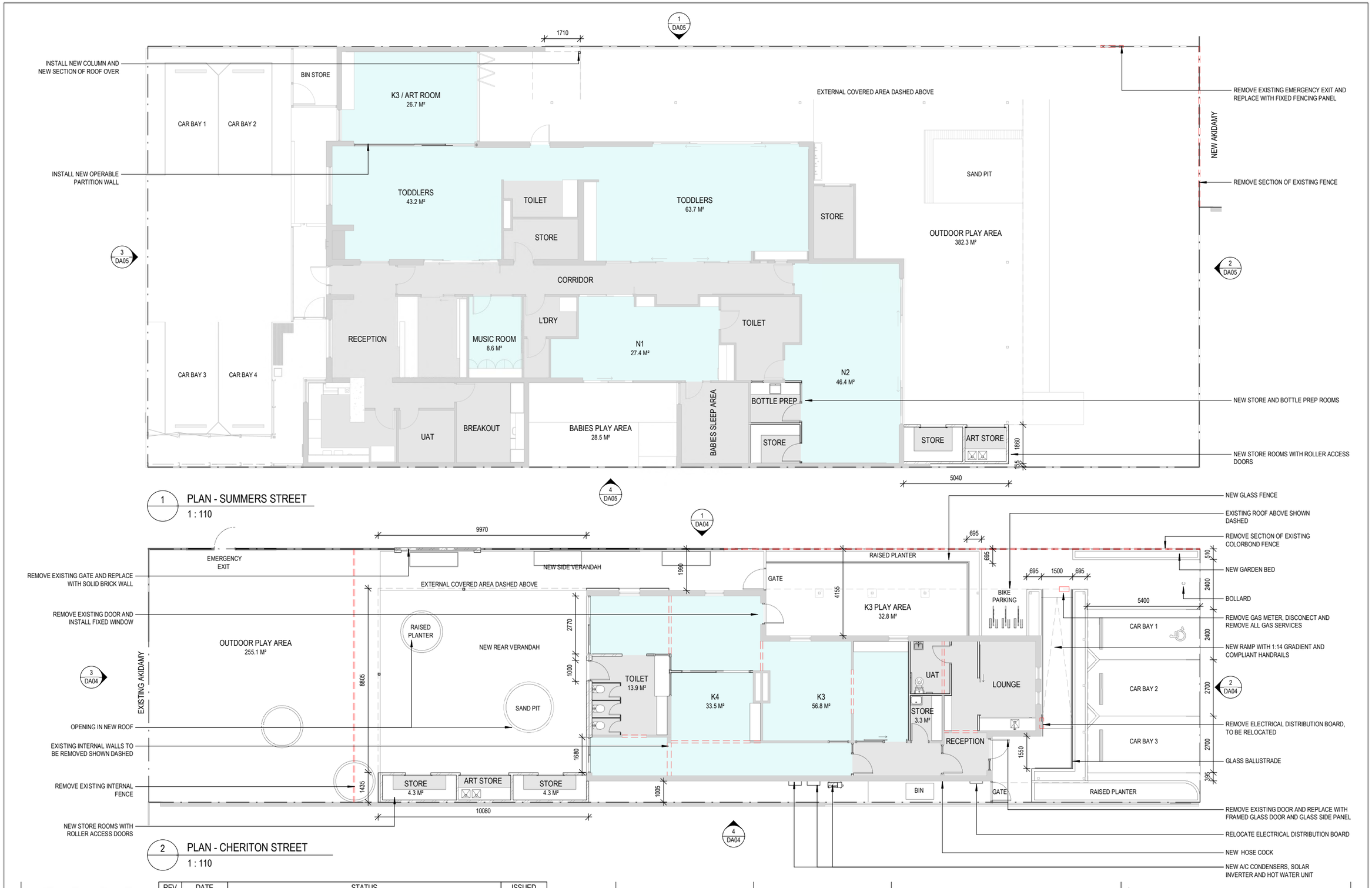

P.A.I.D
E Info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5002
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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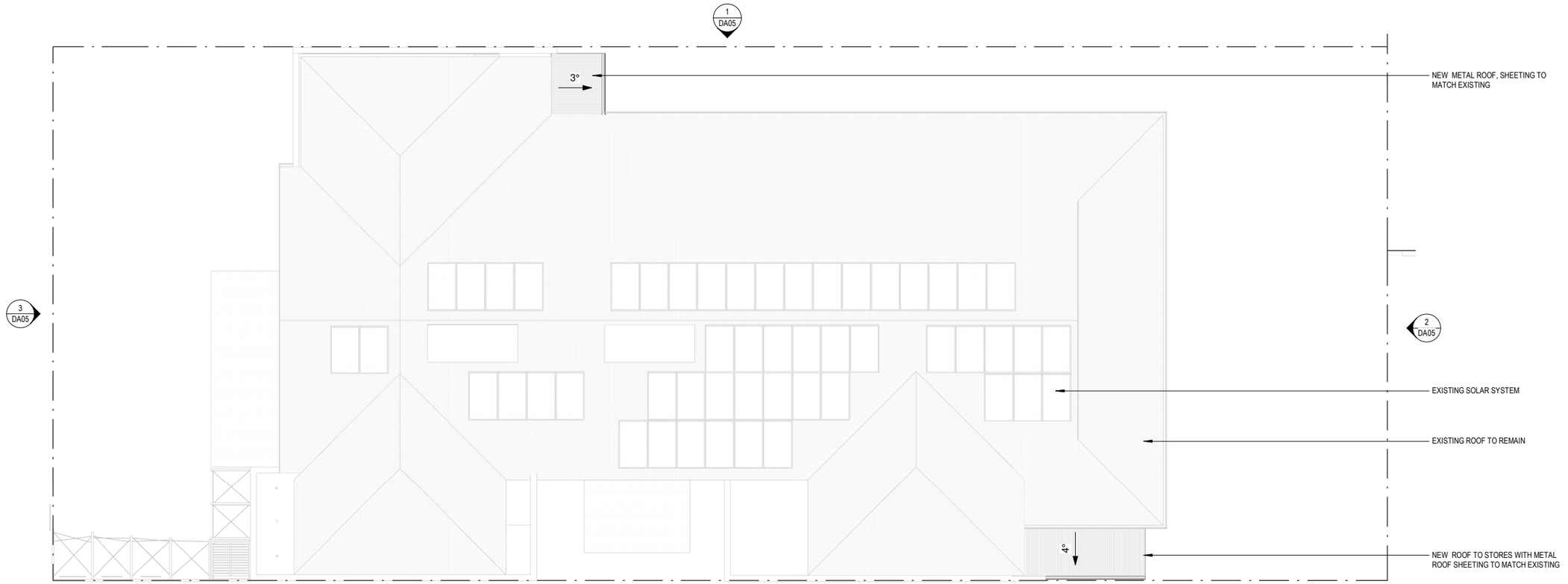

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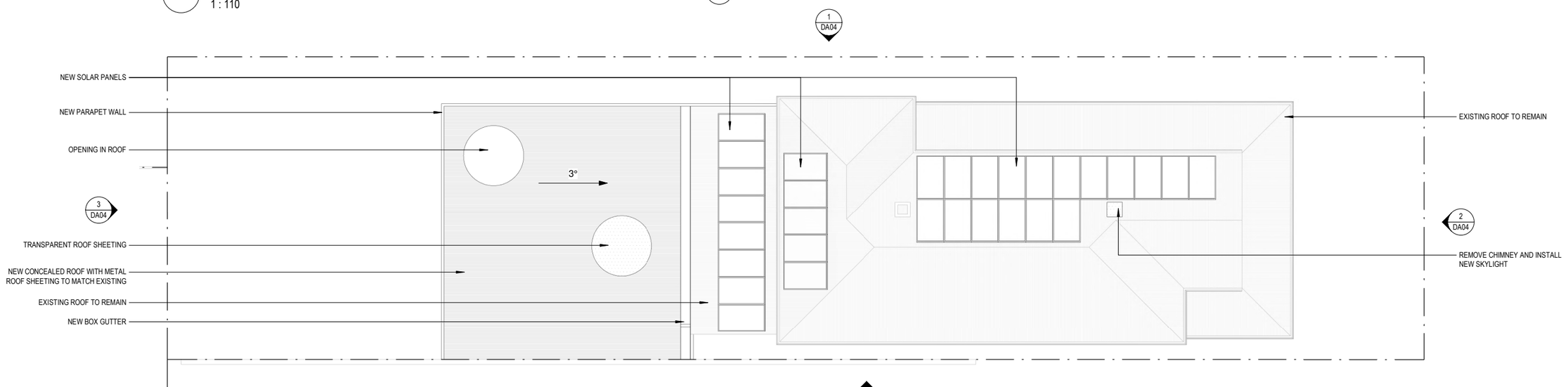
4
DA05



2 ROOF PLAN - CHERITON STREET
1 : 110

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E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
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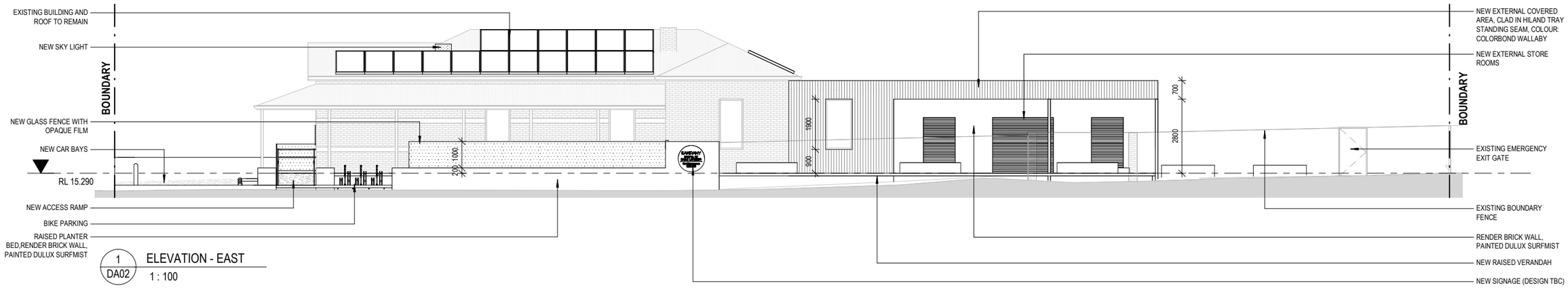
Client: **AKIDAMY**
Drawing Title: **ROOF PLAN**
Job No: **PAR0099**
Drawing No: **DA03**



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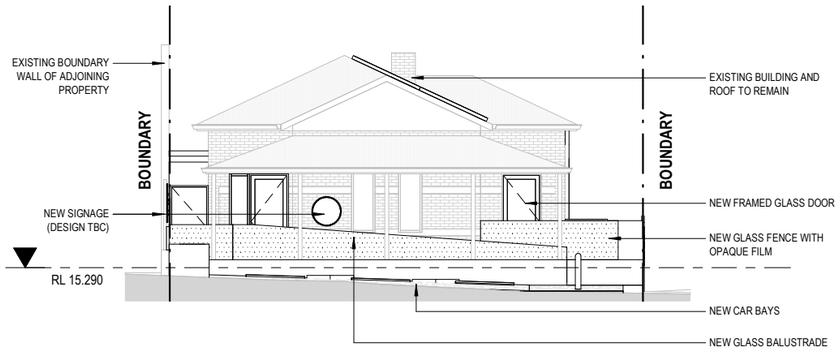

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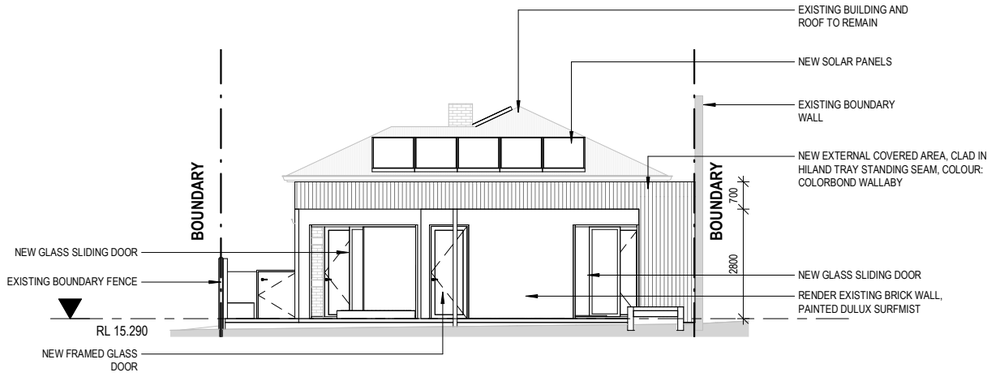

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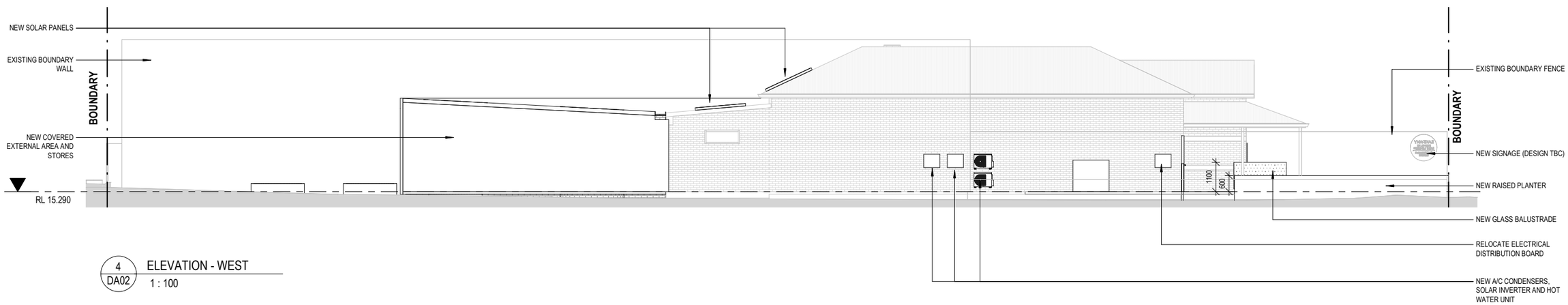

4 DA02 ELEVATION - WEST
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P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
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P.A.I.D Interiors Pty Ltd ACN 609 278 453

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Drawing Title: ELEVATIONS - CHERITON STREET
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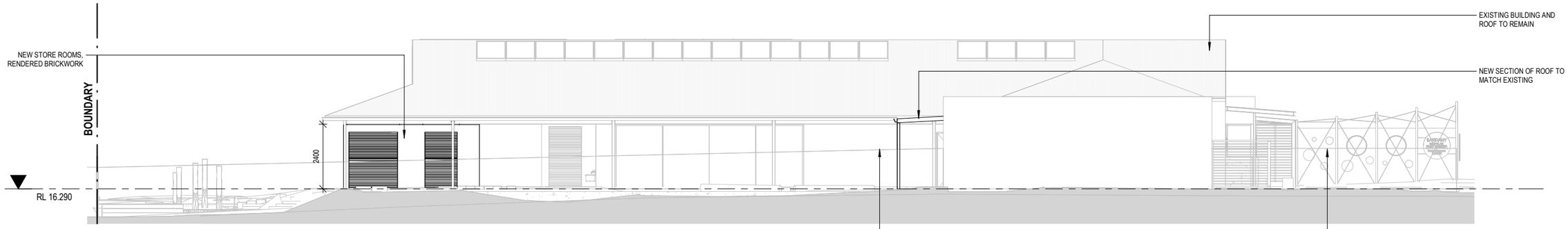

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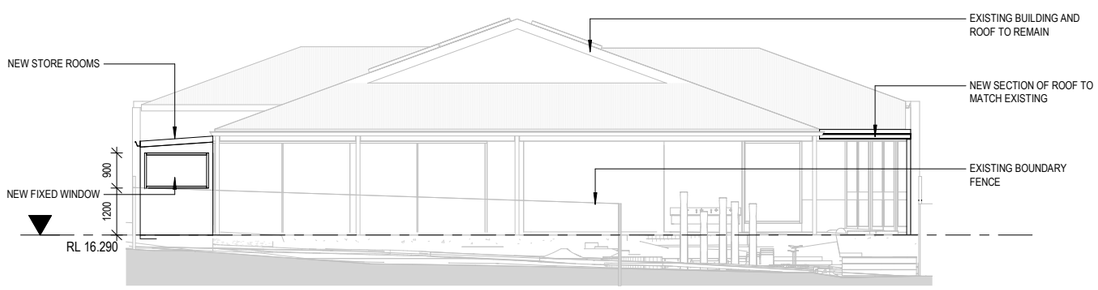

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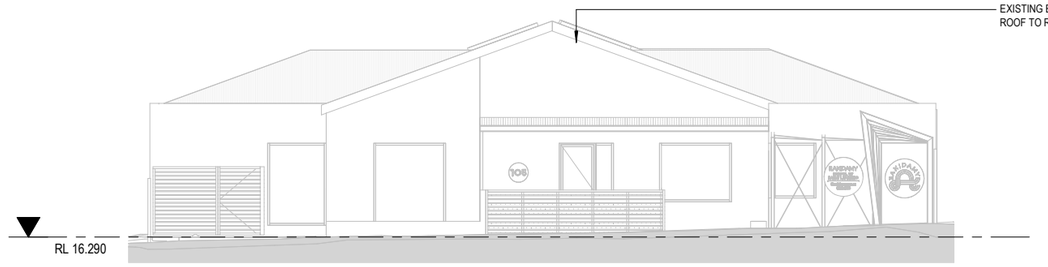

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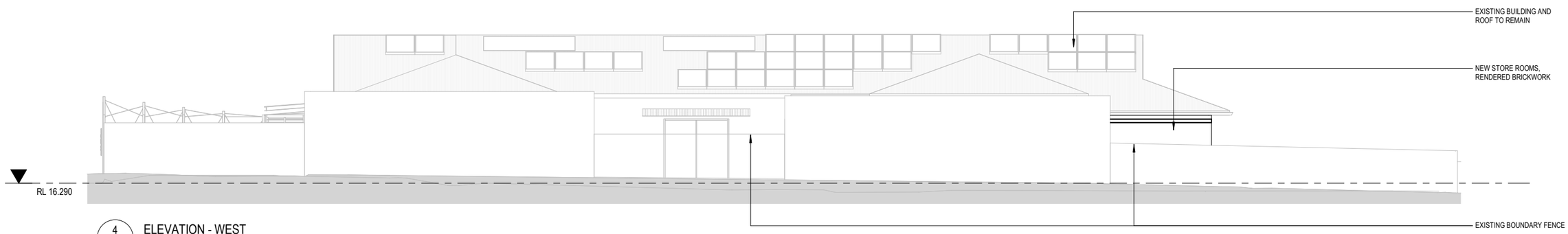

4 DA02 ELEVATION - WEST
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P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
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Job No: PAR0099
Drawing No: DA05



FRONT PERSPECTIVE - ARTIST IMPRESSION



REAR PERSPECTIVE - ARTIST IMPRESSION

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
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Client: AKIDAMY
Drawing Title: PERSPECTIVES
Job No: PAR0099
Drawing No: DA06

PROPOSED CHILD CARE CENTRE
103/105 SUMMERS STREET / 34 CHERITON STREET
PERTH

SPP 5.4 NOISE MANAGEMENT PLAN

SEPTEMBER 2022

OUR REFERENCE: 30082-2-22301

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:
HERRING STORER ACOUSTICS
P.O. Box 219, Como, W.A. 6952
(08) 9367 6200
hsa@hsacoustics.com.au

DOCUMENT CONTROL PAGE

SPP 5.4 NOISE MANAGEMENT PLAN

CHILD CARE CENTRE – PERTH

Job No: 22301

Document Reference: 30082-2-22301

FOR

ROWE GROUP

DOCUMENT INFORMATION			
Author:	Tim Reynolds	**Checked By:**	Geoff Harris
Date of Issue:	19 September 2022		

REVISION HISTORY

Revision	Description	Date	Author	Checked
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CONTENTS

1.	INTRODUCTION	1
2.	ACOUSTIC CRITERIA	1
	2.1 ROAD AND RAIL TRAFFIC NOISE	1
3.	MEASUREMENTS AND OBSERVATIONS	4
4.	ASSESSMENT	4

APPENDICES

A Plans

1. INTRODUCTION

Herring Storer Acoustics were commissioned by the Rowe Group to carry out an acoustic study with regards to passenger train noise for the expansion of the current Child Care Centre located at 103 - 105 Summers Street, Perth, to include 34 Cheriton Street, Perth

The purpose of the study was to:

- Assess the noise that would be received within the development area from vehicles travelling on the "Midland Line" Passenger Railway Line.
- Compare the results with accepted criteria and if exceedances exist, develop the framework for the management of noise.

It is noted that with regard to State Planning Policy 5.4, that this forms a specialist acoustic assessment, taking into account the provided building design and as such, is more specific assessment than a "Quiet House Design Package" typically recommended with State Planning Policy.

Design plans are attached in Appendix A.

2. ACOUSTIC CRITERIA

2.1 ROAD AND RAIL TRAFFIC NOISE

The Western Australian Planning Commission (WAPC) released on 6th September 2019 State Planning Policy 5.4 *"Road and Rail Noise".* The requirements of State Planning Policy 5.4 are outlined below.

POLICY APPLICATION (Section 4)

When and where it applies (Section 4.1)

SPP 5.4 applies to the preparation and assessment of planning instruments, including region and local planning schemes; planning strategies, structure plans; subdivision and development proposals in Western Australia, where there is proposed:

*a) noise-sensitive land-use within the policy's trigger distance of a transport corridor as specified in **Table 1**.*

*b) New or major upgrades of roads as specified in **Table 1** and maps **(Schedule 1,2 and 3);** or*

*c) New railways or major upgrades of railways as specified in maps (**Schedule 1, 2 and 3);** or any other works that increase capacity for rail vehicle storage or movement and will result in an increased level of noise.*

Policy trigger distances (Section 4.1.2)

***Table 1** identifies the State's transport corridors and the trigger distances to which the policy applies.*

*The designation of land within the trigger distances outlined in **Table 1** should not be interpreted to imply that land is affected by noise and/or that areas outside the trigger distances are un-affected by noise.*

*Where any part of the lot is within the specified trigger distance, an assessment against the policy is required to determine the likely level of transport noise and management/ mitigation required. An initial screening assessment (**guidelines: Table 2: noise exposure forecast**) will determine if the lot is affected and to what extent."*

TABLE 1: TRANSPORT CORRIDOR CLASSIFICATION AND TRIGGER DISTANCES

Transport corridor classification	***Trigger distance***	***Distance measured from***
Roads		
Strategic freight and major traffic routes *Roads as defined by Perth and Peel Planning Frameworks and/or roads with either 500 or more Class 7 to 12 Austroads vehicles per day, and/or 50,000 per day traffic volume*	*300 metres*	*Road carriageway edge*
Other significant freight/traffic routes *These are generally any State administered road and/or local government road identified as being a future State administered road (red road) and other roads that meet the criteria of either >=23,000 daily traffic count (averaged equivalent to 25,000 vehicles passenger car units under region schemes)*	*200 metres*	*Road carriageway edge*
Passenger railways		
	100 metres	*Centreline of the closest track*
Freight railways		
	200 metres	*Centreline of the closest track*

Proponents are advised to consult with the decision making authority as site specific conditions (significant differences in ground levels, extreme noise levels) may influence the noise mitigation measures required, that may extend beyond the trigger distance.

POLICY MEASURES (Section 6)

The policy applies a performance-based approach to the management and mitigation of transport noise. The policy measures and resultant noise mitigation will be influenced by the function of the transport corridor and the type and intensity of the land-use proposed. Where there is risk of future land-use conflict in close proximity to strategic freight routes, a precautionary approach should be applied. Planning should also consider other broader planning policies. This is to ensure a balanced approach takes into consideration reasonable and practical considerations.

Noise Targets (Section 6.1)

***Table 2** sets out noise targets that are to be achieved by proposals under which the policy applies. Where exceeded, an assessment is required to determine the likely level of transport noise and management/mitigation required.*

In the application of the noise targets the objective is to achieve:

- *indoor noise levels as specified in **Table 2** in noise sensitive areas (for example, bedrooms and living rooms of houses, and school classrooms); and*
- *a reasonable degree of acoustic amenity for outdoor living areas on each residential lot. For non-residential noise-sensitive developments, for example schools and child care centres the design of outdoor areas should take into consideration the noise target.*

It is recognised that in some instances, it may not be reasonable and/or practicable to meet the outdoor noise targets. Where transport noise is above the noise targets, measures are expected to be implemented that balance reasonable and practicable considerations with the need to achieve acceptable noise protection outcomes.

TABLE 2: NOISE TARGETS

Proposals	***New/Upgrade***	***Noise Targets***		
		Outdoor		***Indoor***
		Day (L_{Aeq}(Day) dB) (6 am-10 pm)	***Night (L_{Aeq}(Night) dB) (10 pm-6 am)***	***(L_{Aeq} dB)***
Noise-sensitive land-use and/or development	*New noise sensitive land use and/or development within the trigger distance of an existing/proposed transport corridor*	*55*	*50*	*L_{Aeq} (Day) 40(Living and work areas)* *L_{Aeq} (Night) 35 (bedrooms)*
Roads	*New*	*55*	*50*	*N/A*
	Upgrade	*60*	*55*	*N/A*
Railways	*New*	*55*	*50*	*N/A*
	Upgrade	*60*	*55*	*N/A*

Notes:

- *The noise target is to be measured at one metre from the most exposed, habitable façade of the proposed building, which has the greatest exposure to the noise-source. A habitable room has the same meaning as defined in State Planning Policy 3.1 Residential Design Codes.*
- *For all noise-sensitive land-use and/or development, indoor noise targets for other room usages may be reasonably drawn from Table 1 of Australian Standard/New Zealand Standard AS/NZS 2107:2016 Acoustics – Recommended design sound levels and reverberation times for building interiors (as amended) for each relevant time period.*
- *The 5dB difference in the criteria between new and upgrade infrastructure proposals acknowledges the challenges in achieving noise level reduction where existing infrastructure is surrounded by existing noise-sensitive development.*
- *Outdoor targets are to be met at all outdoor areas as far as is reasonable and practical to do so using the various noise mitigation measures outlined in the guidelines. For example, it is likely unreasonable for a transport infrastructure provider to achieve the outdoor targets at more than 1 or 2 floors of an adjacent development with direct line of sight to the traffic.*

Noise Exposure Forecast (Section 6.2)

*When it is determined that SPP 5.4 applies to a planning proposal as outlined in Section 4, proponents and/or decision makers are required to undertake a preliminary assessment using **Table 2**: noise exposure forecast in the guidelines. This will provide an estimate of the potential noise impacts on noise-sensitive land-use and/ or development within the trigger distance of a specified transport corridor. The outcomes of the initial assessment will determine whether:*

- *no further measures is required;*
- *noise-sensitive land-use and/or development is acceptable subject to deemed-to-comply mitigation measures; or*
- *noise-sensitive land-use and/or development is not recommended. Any noise-sensitive land-use and/ or development is subject to mitigation measures outlined in a noise management plan."*

3. MEASUREMENTS AND OBSERVATIONS

To determine the noise received at the proposed expansion of the child care centre, noise level measurement of passing passenger trains on Thursday 15th September and handheld measurements of several passenger train passes were obtained. These noise levels are showing Table 3.1 below

Noise levels were measured with a Larson Davis 831 Sound Level Meter. A calibration check was carried out prior to and after measurements with a Bruel and Kjaer Sound Level Calibrator. All instruments used are currently factory calibrated. Calibration certificates are available if required.

TABLE 3.1 – MEASURED TRAIN NOISE LEVELS

Description	Noise Level - dB ($L_{Aeq,T}$)
North Bound	59
South Bound	58
North Bound	56
South Bound	57
Average	58

Measurements were for a period of 30 seconds.

4. ASSESSMENT

We understand that during peak hours, the number of train movements of Perth – Midland passenger train line would be 20. Based on the above number of train movements the L_{Aeq} for a peak hour would be 50 dB(A). Thus, noise received at the child care centre would be comply with the "Noise Targets" even during the peak hours.

In accordance with the Policy, the following would be the acoustic criteria applicable to this project:

External

Day	Maximum of 55 dB(A) L_{Aeq}

Internal

Sleeping Areas	35 dB(A) $L_{Aeq(night)}$
Living Areas	40 dB(A) $L_{Aeq(day)}$

The results of the noise assessment indicate that noise received at the child care centre from the Perth – Midland passenger line would comply with the "Noise Targets", and as a result, no Quiet House Design, nor Notifications on Title would be required at this development.

APPENDIX A

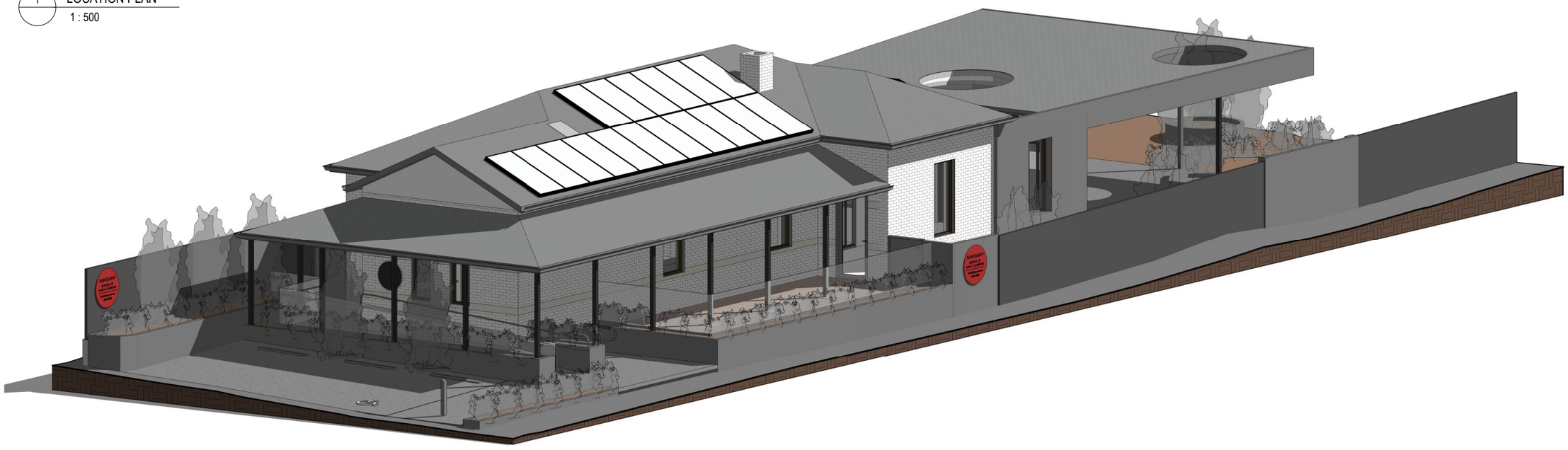
Plans

AKIDAMY SCHOOL OF EARLY LEARNING - CHERITON STREET

105 SUMMERS STREET & 34 CHERITON STREET, PERTH WA



1 LOCATION PLAN
1 : 500



P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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2	19.09.22	COORDINATION	SP
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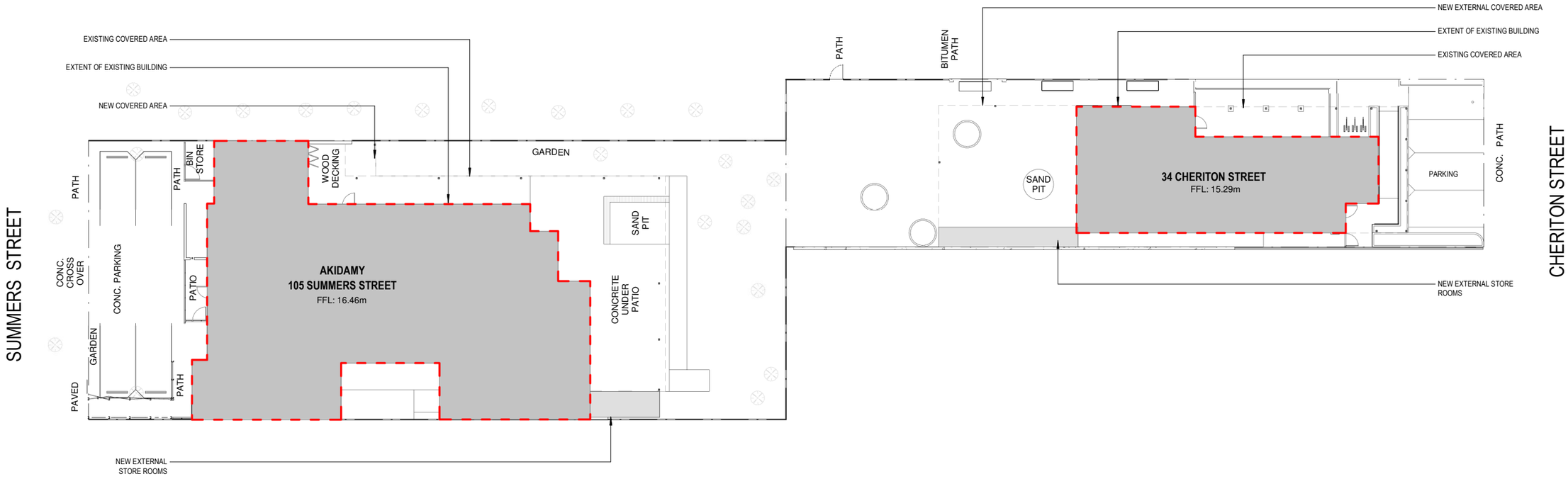
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: COVER PAGE & LOCATION PLAN
Job No: PAR0099
Drawing No: DA00



1 SITE PLAN
1 : 200

CLASSROOM AREAS

CLASSROOM AREA - SUMMER STREET	216.0 M²
CLASSROOM AREA - CHERITON STREET	90.3 M²
CLASSROOM AREA - TOTAL	306.3 M²

OUTDOOR PLAY AREAS

OUTDOOR PLAY AREA - SUMMER STREET	410.8 M²
OUTDOOR PLAY AREA - CHERITON STREET	287.9 M²
OUTDOOR PLAY - TOTAL	698.7 M²

P.A.I.D
E infoapaid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
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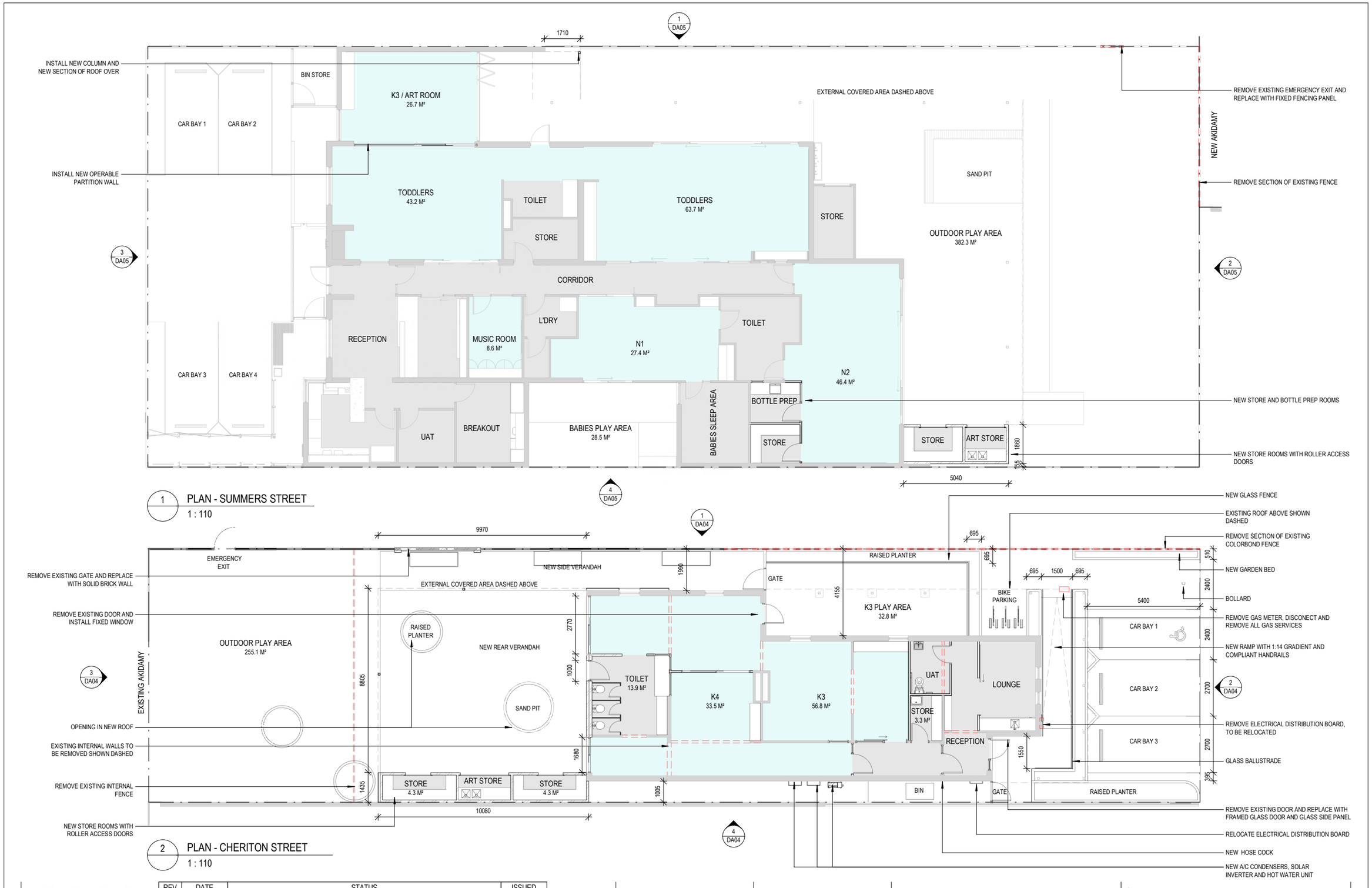
Drawing No: DA01



P.A.I.D
E Info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5002
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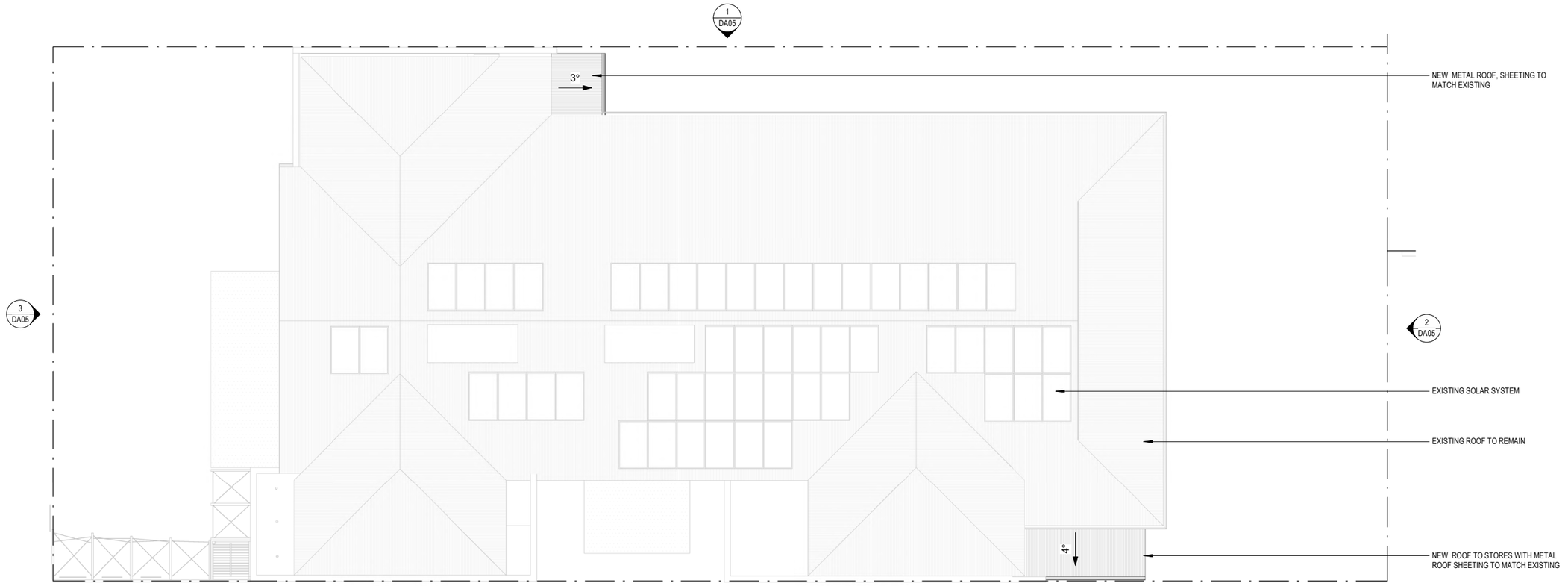
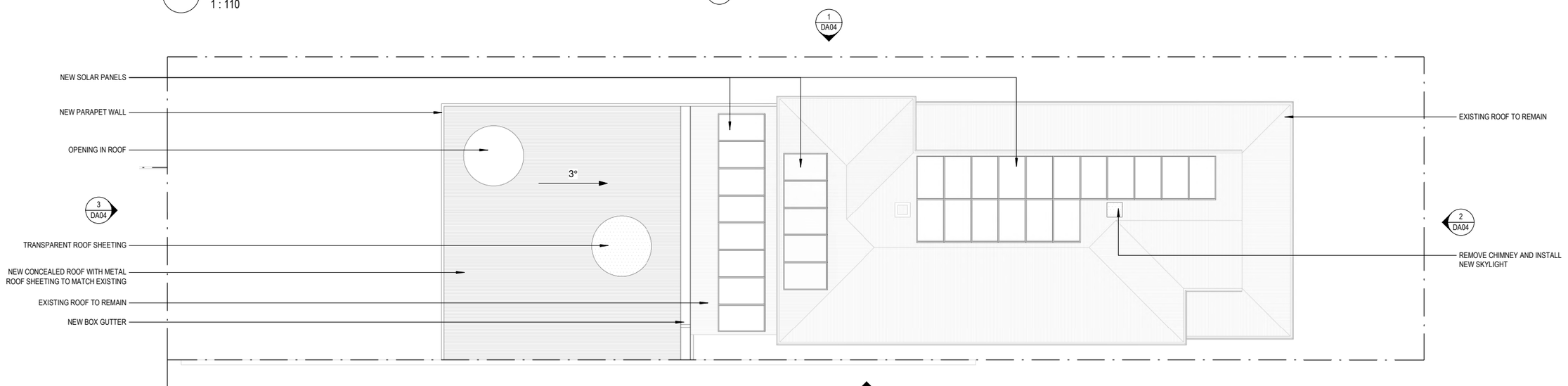
Client: AKIDAMY
Drawing Title: PLAN
Job No: PAR0099
Drawing No: DA02



1 ROOF PLAN - SUMMERS STREET
1 : 110

4 DA05



4 DA04

2 ROOF PLAN - CHERITON STREET
1 : 110

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E info@paid-group.com
W www.paid-group.com
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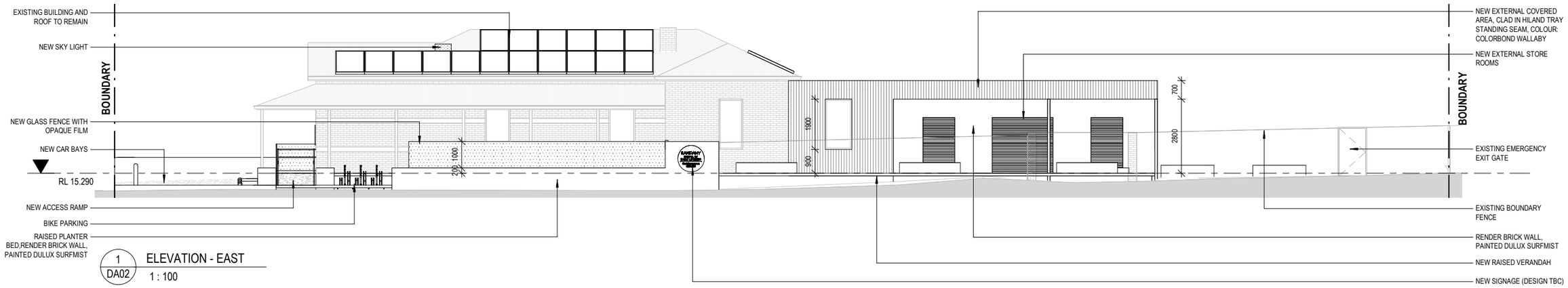
Drawing Title: **ROOF PLAN**
Job No: **PAR0099**
Drawing No: **DA03**



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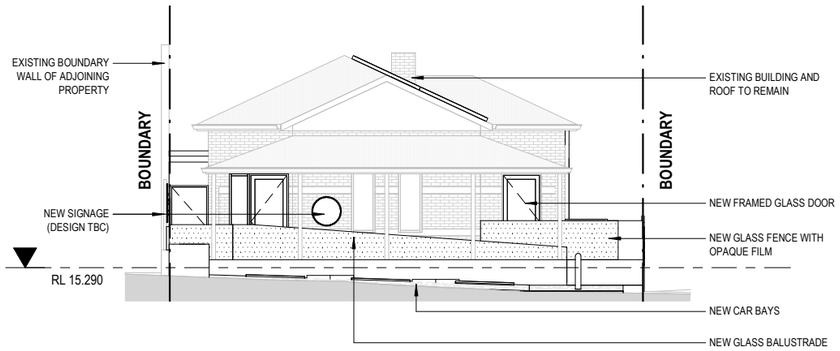

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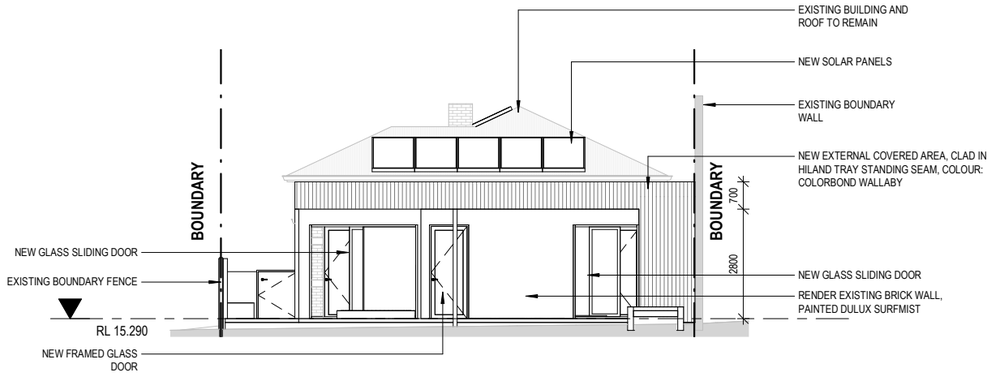

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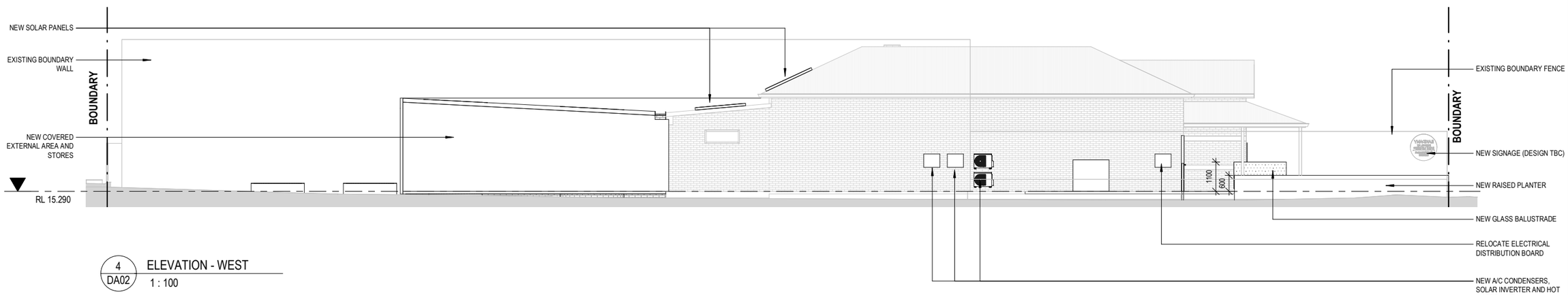

4 DA02 ELEVATION - WEST
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P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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Client: AKIDAMY
Drawing Title: ELEVATIONS - CHERITON STREET
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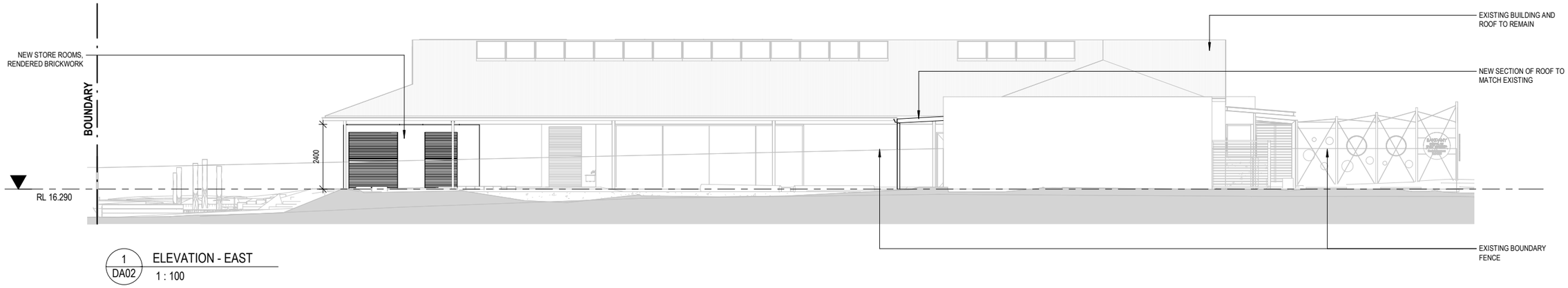

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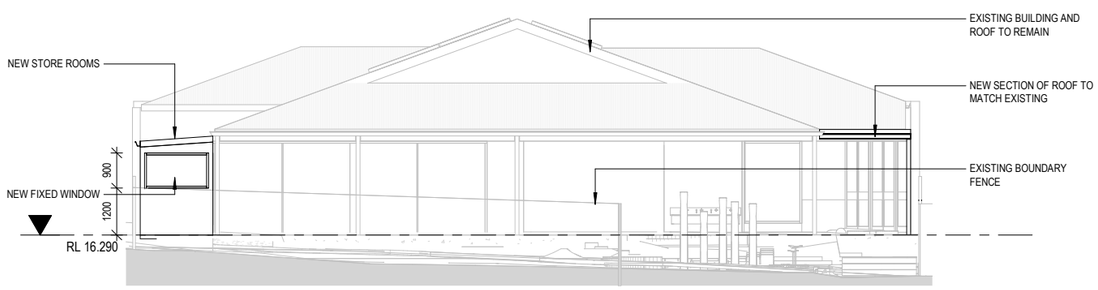

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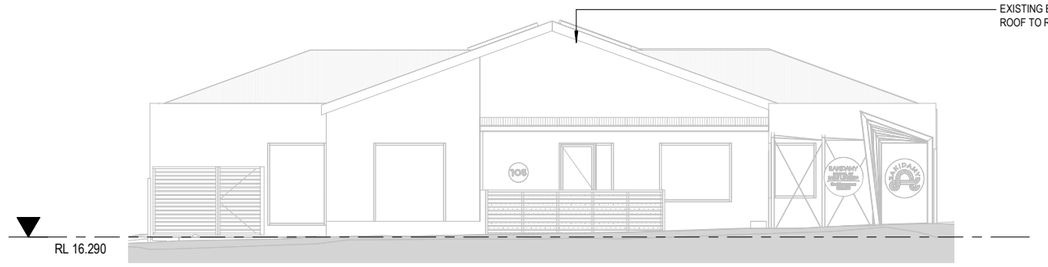

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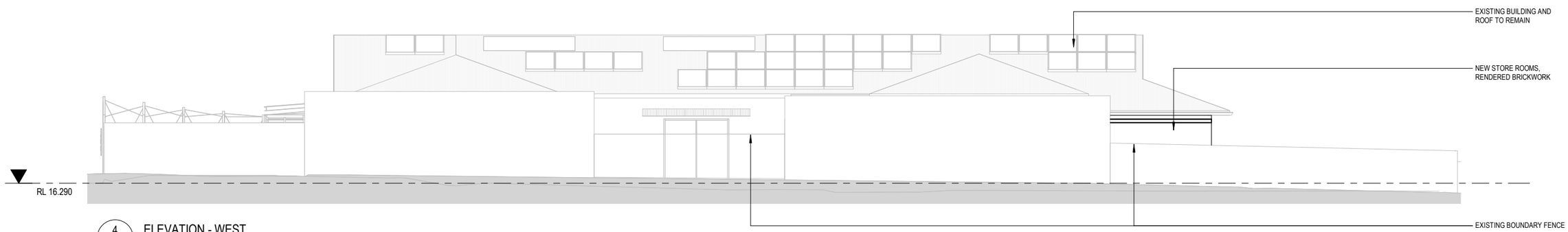

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P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

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Drawing Title: **ELEVATIONS - SUMMERS STREET**
Client: **AKIDAMY**
Job No: **PAR0099**
Drawing No: **DA05**

TRANSPORT IMPACT STATEMENT

Lot 38 (No. 103-105) Summers Street

and Lot 1 (No. 34) Cheriton Street,

Perth

September 2022

Rev H



TRANSPORT IMPACT STATEMENT
KC00482.000 Lot 38 (No. 103-105) Summers Street and Lot 1 (No. 34) Cheriton Street, Perth

kctt

HISTORY AND STATUS OF THE DOCUMENT

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Rev B	13.04.2016	C Kleyweg	M Kleyweg	13.04.2016	Amended according with requirements from 04.04.2016 by e-mail; results of on-street survey added.
Rev C	09.06.2016	M Kleyweg	M Kleyweg	09.06.2016	New layout amended. Comments from 15/04/16 incorporated and 03/06/16 email. New survey data added.
Rev D	13.06.2016	M Kleyweg	M Kleyweg	13.06.2016	Comments from received 10/06/16 via email
Rev E	14.06.2016	M Kleyweg	M Kleyweg	15.06.2016	Comments from received 14/06/16 via email
Rev F	13.07.2016	J Joseph	M Kleyweg	13.07.2016	Proposed layout and number of children amended
Rev G	12.09.2022	M Kleyweg	M Kleyweg	12.09.2022	Proposed layout and number of children amended
Rev H	20.09.2022	M Kleyweg	M Kleyweg	20.09.2022	Proposed layout amended

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Rev F	13.07.2016	1 (PDF)	
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Document Version	KC00482.000_R01_ Rev H

Prepared by: **KCTT (Trading as KC Traffic and Transport Pty Ltd)**
ABN 35 148 970 727 |
Postal address: **PERTH:** PO Box 1456 Scarborough WA 6922|
Phone: 08 9441 2700 |
Website: www.kctt.com.au |

Table of Contents

1. Executive Summary 4

2. Transport Impact Statement 6

2.1 Location 6
2.2 Technical Literature Used 6
2.3 Land Uses 7
2.4 Local Road Network Information 7
2.5 Traffic Volumes 8
2.6 Vehicular Crash Information 9
2.7 Vehicular Parking 12
2.8 Compliance with AS2890.1:2004 15
2.9 Bicycle Parking 16
2.10 ACROD Parking 17
2.11 Delivery and Service Vehicles 18
2.12 Calculation of Development Generated / Attracted Trips 18
2.13 Traffic Flow Distribution 20
2.14 Vehicle Crossover Requirements 21
2.15 Public Transport Accessibility 22
2.16 Pedestrian Infrastructure 22
2.17 Cyclist Infrastructure 23
2.18 Site-Specific Issues and Proposed Remedial Measures 24

Appendices

Appendix 1 - The layout of the proposed development
Appendix 2 - Transport Planning and Traffic Plans
Appendix 3 - Vehicle Turning Circle Plans

1. Executive Summary

Site Context

- Lot 38 (No. 103-105) Summers Street is currently an approved Childcare facility. A maximum of 63 children and 15 staff are permitted on site at any time, per the City of Vincent's approval on 20th September 2016.
- Lot 1 (No. 34) Cheriton Street is situated to the rear of the existing childcare centre and features a residential dwelling that is to be renovated and converted into a childcare facility.
- Both existing and the proposed childcare facilities will operate as one childcare centre with increased capacity to a maximum of 90 children and 18 staff permitted on-site at any one time.

Technical Findings

- The swept path analysis was performed with a B99 Passenger Vehicle (5.2m). The parking appears to be fully navigable. For further details, please refer to the swept path analysis plans enclosed in Appendix 3.
- As the childcare centre is already operational, waste collection and delivery practices will remain unchanged.

Relationship with Policies

- The plans for the proposed development show a total of 7 car parking bays, inclusive of 4 currently existing parking bays on Lot 38 and 3 bays proposed on Lot 1(included and 1 ACROD).
- Building Code of Australia ACROD Provision – 1 ACROD bay provided to comply with the requirement.

Conclusion

- The total development is expected to generate approximately 396 vehicular movements per day, with a forecasted impact of around 72 vehicular movements per hour in the AM peak hour and 63 vehicular movements per hour in the PM peak hour.

- The additional traffic impact can be estimated as 108 daily vehicular trips, 21 vehicular trips in the AM peak and 18 vehicular trips in the PM peak. The traffic impact will be spread over two streets, and it can be expected that the traffic on Summers Street may be slightly reduced with another access option. The traffic generation was assessed under a very conservative assumption that each child in attendance is driven to the childcare centre and there are no siblings in the centre. Given the location of the centre (proximity of public transport and cycling infrastructure), and the City of Vincent transportation trends, this scenario is highly unlikely, and the realistic traffic impact is likely to be much lower.

- The proponent manages a parking demand plan and has conducted a survey among families currently enrolled on preferred mode of transport. The results of survey indicate that roughly 30% of all visitors walk or cycle to the centre. This confirms very conservative nature of KCTT's assessment.

- According to WAPC guidelines, all developments generating between 10 and 100 VPH in the peak hour can be deemed to have a moderate impact on the network.

- In summary, KCTT believes that the proposed development will not have an unacceptable impact on the surrounding road network.

2. Transport Impact Statement

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2.1 Location

Lot Number (Street Number)	Lot 38 (No. 103-105) Summers Street and Lot 1 (No. 34) Cheriton Street
Suburb	Perth
Description of Site	Lot 38 (No. 103-105) Summers Street is currently occupied by a Childcare facility. The maximum capacity of this facility is 63 children and 15 staff as per the City of Vincent's approval. Lot 1 (No. 34) Cheriton Street is situated at the rear of the existing childcare centre and features a residential dwelling that is to be renovated and converted into a childcare facility. Both the existing and the proposed childcare facilities will operate as one childcare centre with a maximum capacity for 90 children and 18 staff.

2.2 Technical Literature Used

Local Government Authority	City of Vincent
Type of Development	Childcare Centre
Are the R-Codes referenced?	NO
Is the NSW RTA Guide to Traffic Generating Developments Version 2.2 October 2002 (referenced to determine trip generation/attraction rates for various land uses) referenced?	YES
Which WAPC Transport Impact Assessment Guideline should be referenced?	Volume 4 - Individual Developments Volume 5 - Technical Guidance
Are there applicable LGA schemes for this type of development?	YES
If YES, Nominate:	
Name and Number of Scheme	Local Planning Scheme No.2
Are Austroads documents referenced?	YES
Is the Perth Transport Plan for 3.5 million and Beyond referenced?	NO

2.3 Land Uses

Are there any existing Land Uses *If YES, Nominate:*	YES Lot 38 – Childcare centre (63 children and 15 staff) Lot 1 – 1 residential dwelling
Proposed Land Uses	
How many types of land uses are proposed? Nominate land use type and yield	One Childcare centre – 90 children and 18 staff members
Are the proposed land uses complementary with the surrounding land-uses?	YES City of Vincent's Local Planning Scheme No 2. designates Lot 38 (No. 103-105) Summers Street as ''Residential – R80'', while Lot 1 (No. 34) Cheriton Street as '' Commercial''. Proposed land use – childcare is identified as 'A' use in Residential Zone which *' 'means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with Clause 64 of the deemed provisions.''* Childcare land use is identified as ''D'' use in Commercial Zone which *' ''means that the use is not permitted unless the local government has exercised its discretion by granting development approval;''* As Lot 38 is already operational with the City of Vincent's approval, KCTT believes there would be no constraints for Lot 1 to be converted to childcare land use.

2.4 Local Road Network Information

How many roads front the subject site?

Name of Roads Fronting Subject Site / Road Classification and Description:

Road Name	**Summers Street**
Number of Lanes	two way, one lane (no linemarking), undivided
Road Reservation Width	App.17m
Road Pavement Width	App.11m
Classification	Access Road
Speed Limit	40kph
Bus Route	NO
If YES Nominate Bus Routes	-
On-street parking	YES

Road Name	**Cheriton Street**
Number of Lanes	two way, one lane (no linemarking), undivided
Road Reservation Width	App.16m
Road Pavement Width	App.81m
Classification	Access Road(Industrial)
Speed Limit	40kph
Bus Route	NO
If YES Nominate Bus Routes	-
On-street parking	YES

Name of Other Roads within 400m radius of site, or roads likely to take increased traffic due to the development:

Road Name	**Claisebrook Road**
Number of Lanes	two way, one lane (no linemarking), undivided
Road Reservation Width	App. 20m
Road Pavement Width	App. 7m
Classification	Access Road(Industrial)
Speed Limit	40kph
Bus Route	YES
If YES Nominate Bus Routes	-
On-street parking	YES

2.5 Traffic Volumes

Road Name	Location of Traffic Count	Vehicles Per Day (VPD)	Vehicles per Peak Hour (VPH)		Heavy Vehicle %	Date of Traffic Count	*If older than 3 years multiply with a growth rate*
			AM Peak Time - AM Peak VPH	PM Peak Time - PM Peak VPH	*If HV count is Not Available, are HV likely to be in higher volumes than generally expected?*		
Lord Street	North of Bulwer Street (SLK 0.66)	20,336	07:30–1,851	16:30–1,889	5.5	2021 /22	–
	South of Newcastle Street (SLK 0.48)	21,481	07:45–2,146	16:45–2,107	3.5	2021 /22	–
East Parade	South of Graham Farmer Fwy (SLK 0.00)	36,217	07:45–3,063	16:45–2,952	3.6	2018 /19	–
	North of Summers Street (SLK 0.47)	41,952	07:30–3,266	16:00–3,234	5.4	2021 /22	–

Road Name	Location of Traffic Count	Vehicles Per Day (VPD)	Vehicles per Peak Hour (VPH)		Heavy Vehicle %	Date of Traffic Count	*If older than 3 years multiply with a growth rate*
			AM Peak Time - AM Peak VPH	PM Peak Time - PM Peak VPH	*If HV count is Not Available, are HV likely to be in higher volumes than generally expected?*		
Bulwer Street	West of Lord Street (SLK 0.19)	9,257	08:00 –756	16:45–807	4.2	2018 /19	–
Summers Street	Claisebrook West*	1,326	08:00–104	16:00–214	5.4	Jun 2021	–
	Claisebrook West*	1,475	n/a–123	n/a–199	5.8	Nov 2020	–
Claisebrook Road	Caversham – Cheriton*	1,376	n/a–115	n/a–124	8.6	Apr 2017	1,595
	Cheriton Street - Summers Street*	1,485	08:00–121	17:00–158	n/a	Sep 2022	–
Cheriton Street	Claisebrook cul-de-sac*	401	08:00–44	17:00–38	n/a	Sep 2022	–

Note - These traffic counts were provided by the City of Vincent. All other traffic data are sourced from the MRWA site.*

2.6 Vehicular Crash Information

Is Crash Data Available on Main Roads WA website?	YES
If YES, nominate important survey locations:	
Location 1	Summers Street (SLK 0.09 to 0.32)
Location 2	Cheriton Street (SLK 0.00 to 0.19)
Period of crash data collection	01/01/2017 - 31/12/2021

Road Name	SLK	Road Hierarchy	Speed Limit	Crash Statistics			
				No of KSI Crashes	No of Medical Attention Crashes	No of PDO Major Crashes	No of PDO Minor Crashes
Summers Street	0.09 to 0.32	Access Road	40kph	1	0	1	0

MR Type	Involving Overtaking	Involving Parking	Involving Animal	Involving Pedestrian	Entering / Leaving Driveway	Other / Unknown
Count	0	1	0	0	0	1

No of MVKT Travelled at Location	App.1,400 VPD * 365 * 5 years * 0.23 km = 0.59 MVKT
KSI Crash Rate	1 KSI crashes / 0.59 MVKT = 1.70 KSI crashes/MVKT
All Crash Rate	2 crashes / 0.59 MVKT = 3.40 crashes/MVKT

Comparison with Crash Density and Crash Rate Statistics	All Crash rate of 1.70 crashes/MVKT is significantly **higher** than the network average of 0.95 crashes / MVKT. KSI crash rate of 3.40 is significantly **higher** than the network average of 0.05 KSI crashes per MVKT.

Road Name	SLK	Road Hierarchy	Speed Limit	Crash Statistics			
				No of KSI Crashes	No of Medical Attention Crashes	No of PDO Major Crashes	No of PDO Minor Crashes
Cheriton Street	0.00 to 0.19	Access Road	40kph	0	0	1	1

MR Type	Involving Overtaking	Involving Parking	Involving Animal	Involving Pedestrian	Entering / Leaving Driveway	Other / Unknown
Count	0	1	0	0	1	0

No of MVKT Travelled at Location	App. 400 VPD * 365 * 5 years * 0.19 km = 0.14 MVKT
KSI Crash Rate	0 KSI crashes/MVKT
All Crash Rate	2 crashes / 0.14 MVKT = 14.42 crashes/MVKT
Comparison with Crash Density and Crash Rate Statistics	All Crash rate of 14.42 crashes/MVKT is significantly **higher** than the network average of 0.95 crashes / MVKT.

The following table shows crash rates and crash densities in the Perth Metropolitan area on local roads and state roads for the period from January 2017 to December 2021 and were obtained from Main Roads WA on the 31st May 2022 via email request:

Crash Density and Crash Rate on Metropolitan Local Roads Network only

	All Crashes		Serious Injury Crashes (Fatal+Hospital)	
	Average Annual Crash Density (All Crashes/KM)	Average Annual Crash Rate (All Crashes/MVKT)	Average Annual Crash Density (Ser. Inj. Crashes/KM)	Average Annual Crash Rate (Ser. Inj. Crashes/MVKT)
Metro Local Roads - Midblock	2.51	0.95	0.12	0.05
Metro Local Roads - All	5.23	1.98	0.24	0.09

Note: Based on 5-years data for the period 2017 to 2021.

Locations noted for a high incidence of crashes involving death and injury (black spots) are identified through criteria shown in the table below. If the below crash criteria are met, further BCR analysis is conducted to determine the most appropriate intervention.

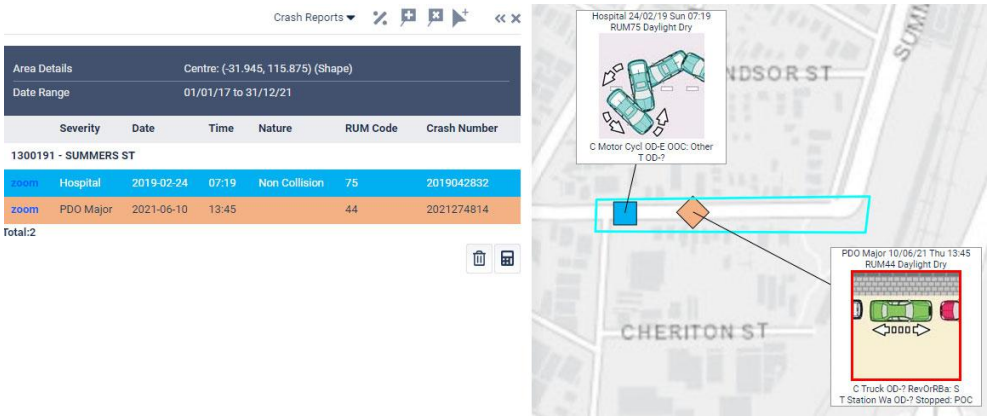
Table 3.1: Crash criteria for the State Black Spot Program

Crash Criteria	Highways and Main Roads		Local Roads	
	Metro	Rural	Metro	Rural
Intersection or Mid-block or Short road section (< 3 km)	10 crashes over 5 years	3 crashes over 5 years	5 crashes over 5 years	3 crashes over 5 years
Road length (≥ 3km)	Average of 3 Crashes per km over 5 years	Average of 1 crash per km over 5 years	Average of 2 Crashes per km over 5 years	Average of 1 crash per km over 5 years
Benefit-cost ratio (BCR)	1			

(Main Roads/ WALGA 2004)

Neither of the analysed road sections meets the criteria above, nor is it listed in the MRWA database as a location eligible for the black spot program. The statistical analysis findings are exacerbated due to low traffic volumes on the subject streets.

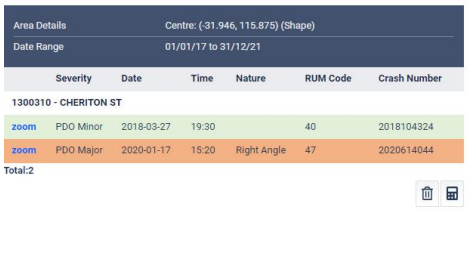
Below is an extract of the MRWA Crash Map for the subject section of Summers Street (SLK 0.09 to 0.32).



Crash No.	SLK	Date	Day	Time	Severity	Unit	Unit Type	Type	Light Cond	From Dir	To Dir	Veh/Ped Move
20190 42832	0.11	24/02/ 2019	Sunday	07:19	Hospital	Colliding	Motor Cycle	Midblock	Daylight	East	West	Out Of Control: Other
Location: Summers Street 20m East of Claisebrook Road Crash Description: Approaching speed hump, engaged front brake when front wheel lost traction and slid out to left, throwing me to the right of bike and rolling over speed hump stopping near edge or road on right, bike skidded to the left just past speed hump.												
20212 74814	0.18	10/06/ 2021	Thursday	13:45	PDO Major	Colliding	Truck	Midblock	Daylight	-	-	Reversing Or Rolling Back: Straight
20212 74814	0.18	10/06/ 2021	Thursday	13:45	PDO Major	Target	Station Wagon	Midblock	Daylight	-	-	Stopped: Parked On Cway
Location: Summers Street 90m East of Claisebrook Road												

Note: The hospital severity crash was caused by the driver's error/vehicle malfunction, while the only other crash was on street parking.

An extract of the MRWA Crash Map for the subject section of Cheriton Street (SLK 0.00 to 0.19) is as follows:



Crash No.	SLK	Date	Day	Time	Severity	Unit	Unit Type	Type	Light Cond	From Dir	To Dir	Veh/Ped Move
20181 04324	0.04	27/03/ 2018	Tuesday	1930	PDO Minor	Colliding	Car	Midblock	Dawn Or Dusk	-	-	Parking: Forward
Location: Cheriton Street 40m East of Claisebrook Road												
20212 74814	0.18	17/01/ 2020	Friday	15:20	PDO Major	Colliding	Car	Midblock	Daylight	-	-	Straight Ahead: Not Out Of Control
20212 74814	0.18	17/01/ 2020	Friday	15:20	PDO Major	Target	Station Wagon	Midblock	Daylight	-	-	Turning: To Make Right Turn
Location: Cheriton Street 10m West of Cheriton Street - End Road												

As mentioned above, low traffic volumes exacerbate the findings of statistical analysis. Most recorded traffic incidents are parking-related, with the incident related to the highest severity being a result of a driver's error or a vehicle malfunction (motorcycle wheel losing traction). Therefore, the road environment cannot be considered inherently unsafe.

2.7 Vehicular Parking

Local Government	City of Vincent
Local Government Document Utilised	• Local Planning Policy 7.5.3 Education and Care Services • City of Vincent Planning and Building Policy Manual Policy No: 7.7.1 Non-Residential Development Parking Requirements • City of Vincent Planning and Building Policy Manual Parking and Access Policy No: 3.7.1 Parking and Access • Perth Parking Policy 2014

Description of Parking Requirements in accordance with the relevant documents:

The subject site is located within the Perth Parking Management Area. The approximate location of the subject development site is marked with a red cross on the following figures for clarity.

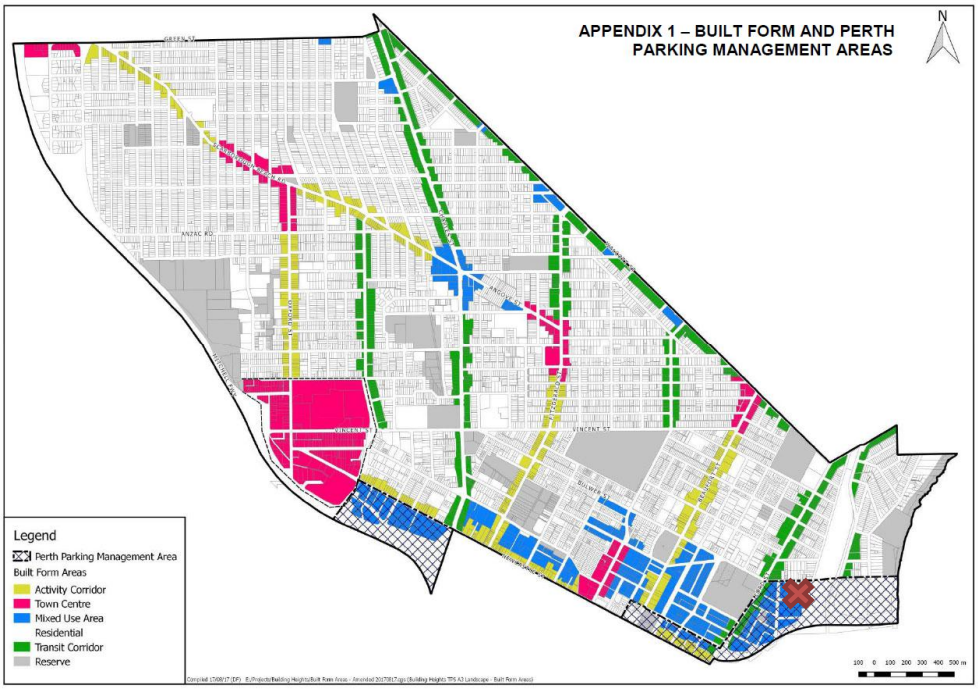


Figure 1 - Appendix 1 - Built Form and Perth Parking Management Areas (City of Vincent Planning and Building Policy Manual, Policy No: 7.7.1 Non-Residential Development Parking Requirements)

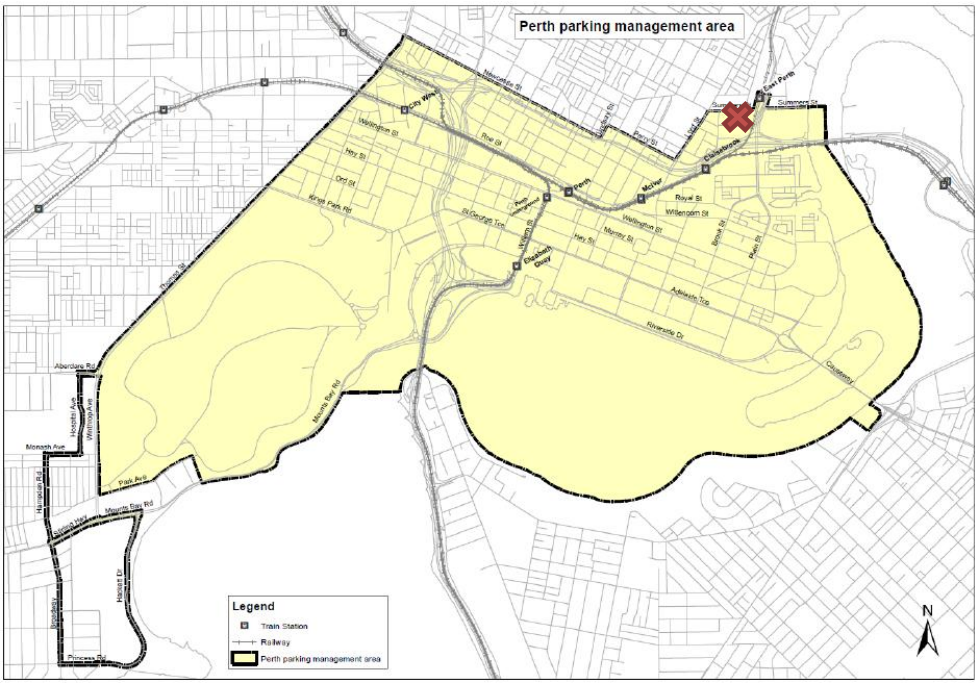


Figure 2 – Perth Parking Management Area Map

Although the subject site is under the City of Vincent's jurisdiction, the City of Vincent's parking policies do not apply within the Perth Parking Management Area. The only document that provides guidance on parking allowance for locations within Perth Parking Management Area is Perth Parking Policy 2014.

As Summers Street and Cheriton Street are identified as 'Category 4' roads, and the proposal includes 'At Grade' access, there is a maximum parking allowance of *' '200 bays per 10,000m^2 of lot area.''*

As the summarised land area of both lots that the subject development occupies is 1,623.51 m^2 (inclusive of 1,013.12m^2 of Lot 38 Summers Street + 610.39m^2 of Lot 1 Cheriton Street), the subject site has a maximum parking allowance of 33 bays as shown below.

Calculation of Parking

Land Use	Requirements	Yield	Total Parking
Proposed development	*200 bays per 10,000m^2 of lot area*	1,013.12m^2 of Lot 38 Summers Street	20.26
		610.39m^2 of Lot 1 Cheriton Street	12.21
Total Maximal Car Parking Requirement for the subject development			**33 car bays maximum**
	Total Volume of Parking Provided by Proponent		**7 car bays**
		Inclusive of: • 4 existing car bays on Lot 38 • 3 car bays proposed on Lot 1 (2 standard and 1 ACROD)	

Justification

Developments within the City of Perth Parking Management Area have only a maximum cap on parking provision with no minimum requirements, regardless of land use (as long as it is non-residential).

The existing development successfully operates with 4 parking bays on site, and the proposed increase in parking is proportionally in line with the increase in the capacity of the facility. The site enjoys the proximity of a train station, bus lines and designated cycling routes. Furthermore, there is ample on-street parking on Summers Street and public parking at the train station. To our understanding, no parking issues were raised relating to the pick-up and drop off at the existing childcare centre; therefore, we believe that the provision of parking is in line with the capacity expansion and should be satisfactory.

Nevertheless, we performed an analysis of parking demand for pick up and drop off in the worst possible and highly unlikely scenario.

The following table was derived through many years of practice and research in this field that our office completed. KCTT has worked with several established childcare providers who have provided sign-in data for a full week. The percentages outlined below have emerged as the current average arrival/departure pattern. As per our transport impact assessment, the estimated average dwell time is 10 minutes, which is significantly higher than the dwell time suggested by NSW RTA Guide to Traffic Generating Developments.

While this pattern shows that up to 95% of children attend for the day (as practically recorded), the distribution still does not allow for siblings to attend the centre. Furthermore, the distribution assumes that all children in attendance are driven to the childcare in a separate personal vehicle (not walked or brought on bicycles); therefore, the distribution below has a degree of conservativism.

In our previous experience, we have come across data indicating that siblings usually make up 15-25% of attendees. More than one child will be brought in a single vehicle in these cases, reducing the parking requirement.

Therefore, the table below was developed on the following assumptions:

- The arrival percentage is derived from data provided to KCTT and described above.
- It was assumed there were no siblings in the centre.
- It was assumed that all children in attendance would be driven to the centre.

Sign-in Time	Extracted Arrival Percentages (of the maximum number of children)	Expected Number of Children Signing In	Parking demand (assumed dwell time 10 minutes per vehicle)
07:00 - 07:30	13.97%	13	3
07:30 - 08:30	**40.55%**	**36**	**6**
08:30 - 09:30	30.68%	28	5
09:30 - 10:30	7.67%	7	2
After 10:30	1.37%	1	1
Total:	94.25%	85 children (90 children – 100% capacity)	

The table above shows that the parking demand is the strongest in the period 07.30 - 08:30. When applied to the subject development with the assumed dwell time of 10 minutes per vehicle, the subject childcare centre would require a maximum of 6 car bays to cater for the expected parking demand of pick up / drop off function. This is in line with the proposed provision of standard car bays on site for the subject childcare facility with increased capacity. However, this conservative assessment does not allow for siblings attending the centre nor for children being dropped off on foot or bicycle which is a practice more common within the City of Vincent than anywhere else in the Perth Metro Area.

While the table above is derived from data KCTT collected over the years from various providers, the proponent provided us with attendance data in the existing centre over the last month. In line with trends we noticed across the industry, average attendance appears to be generally significantly lowered post pandemic.

The proponent conducted a survey among families currently enrolled on preferred mode of transport. The results of survey indicate that roughly 30% of all visitors walk or cycle to the centre. This shows the very conservative nature of the KCTT's assessment. The proponent actively encourages the staff to use public or active transport through financial incentives as a part of the adopted parking demand management plan.

Have Vehicle Swept Paths been checked for Parking? YES

If YES, provide description of performance:

The swept path analysis was performed with a B99 Passenger Vehicle (5.2m). The proposed parking is fully navigable. For further details, please refer to the swept path analysis plans enclosed in Appendix 3.

2.8 Compliance with AS2890.1:2004

Number of Parking Bays on-site 7

Are Austroads documents referenced? YES

If YES, Nominate:

- Australian/New Zealand Standard, Parking facilities, Part 1: Off-street car parking - Originated as AS 2890.1—1986.
- Australian/New Zealand Standard, Parking facilities, Part 6: Off-street parking for people with disabilities - Originated as AS2890.6

Proposed development User Class	User Class 1A (Residential, domestic and employee parking) User Class 2 (visitors' parking) User Class 4

Parking Bay Type	AS2890.1:2004 Off-street car parking					
	Parking Bay Length		Parking Bay Width		Aisle Width	
	Required	Proposed	Required	Proposed	Required	Proposed
All bays at 90° (Staff bays)	5.4m	5.4m	2.4m	2.5/2.8m	5.8m	>
All bays at 90° (drop-off bays)	5.4m	5.4m	2.5m	2.5/2.8m	5.8m	
ACROD Parking	5.4m	5.4m	2.4m–ACROD 2.4m–shared space	2.4m–ACROD 2.4m–shared space	5.8m	>

Name the other requirements in the AS2890.1:2004 document.

" At blind aisles, the aisle shall be extended a minimum of 1 m beyond the last parking space, as shown in Figure 2.3, and the last parking space widened by at least 300 mm if it is bounded by a wall or fence.
In car parks open to the public, the maximum length of a blind aisle shall be equal to the width of six 90 degree spaces plus 1 m, unless provision is made for cars to turn around at the end and drive out forwards."

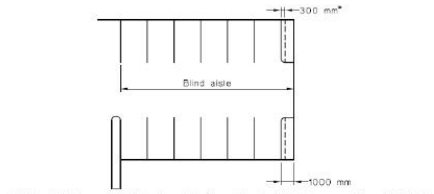


FIGURE 2.3 BLIND AISLE EXTENSION

Single-sided aisles	No single-sided aisles are provided, and kerbs and landscape need to be kept low
Blind aisle	Extended by less than a minimum of 1 m at the existing parking area; however, it doesn't cause navigability issues given the aisle width. There are no blind aisles in the proposed parking area.
Reversing bay	Reversing bay is not required.

Does the parking area meet the requirements set in AS2890.1:2004?	KCTT reviewed the proposed development layout and concluded that the car parking bays, and isle width dimensions generally comply with the nominated Australian Standards.
Does the parking area meet the requirements set in AS2890.6?	YES

2.9 Bicycle Parking

Local Government	City of Vincent
Reference Document Utilised	-

Description of Parking Requirements in accordance with Scheme:

As previously mentioned, given that the subject development site is situated within the Perth Parking Management Area the City of Vincent Planning and Building Policy Manual Policy No: 7.7.1 Non-Residential Development Parking Requirements nor City of Vincent Planning and Building Policy Manual Parking and Access Policy No:3.7.1 Parking and Access do not apply to it. The Perth Parking Policy 2014 does not prescribe the rates for bicycle parking requirements.

Justification

The proposed development plans demonstrate 3 bicycle racks. KCTT believe that the demand for bicycle parking will be primarily from employees. The installation of bicycle racks supports the promotion of alternative transport modes and reduces the requirement for car parking on site.

If the development was to be assessed on the City of Vincent's Policy 7.7.1, there would be a requirement for 4 long term parking bays and 2 short term parking bays.

2.10 ACROD Parking

Class of Building	Class 9b
Does this building class require a specific provision of ACROD Parking?	YES
Reference Document Utilised	Perth Parking Policy 2014 Building Code of Australia

Description of Parking Requirements:

"Parking for people with disabilities - The percentage of ACROD bays required in a car park is specified by the Building Code of Australia (BCA). The BCA aligns with the Disability (Access to Premises—Buildings) Standards 2010 developed under the Disability Discrimination Act 1992."

Class 9b — (b) Other assembly building — (ii) for each additional 100 carparking spaces or part thereof in excess of 1000 carparking spaces – 1 space

Parking Requirements in accordance with regulatory documents

Land Use	Requirements	Yield	Total Parking
Childcare Centre	*1 space for every 50 carparking spaces or part thereof*	4+3	1
	Total Volume of ACROD Parking Required		**1**
	Total Volume of ACROD Parking Provided by Proponent		1

Justification

The subject childcare centre currently has 4 car bays on site and no obligation to provide ACROD parking as there are fewer than 5 parking bays on site.

However, as per the Building Code of Australia's requirements, the childcare centre with increased capacity and a total of 7 car bays provided on-site, triggers the requirement for the provision of ACROD bay.

Proposed development plans demonstrate the provision of 1 ACROD.

2.11 Delivery and Service Vehicles

Guideline Document used as reference	NSW RTA Guide to Traffic Generating Developments

Requirements

Other uses - 1 space per 2,000m2

Parking Requirements in accordance with regulatory documents

Land Use	Minimum Requirements	Yield	Total Parking
Childcare Centre	*1 space per 2,000m2*	<2,000m^2	1
	Total Volume of Service and Delivery Parking Required		1
	Total Volume of Service and Delivery Parking Provided by Proponent		N/A

Justification

KCTT believes that a childcare centre does not require a dedicated bay for service and delivery since all deliveries can be conducted outside peak hours of operation when all drop-off parking bays are likely to be empty.

Furthermore, as the childcare centre is already operational on-site, KCTT believes the existing delivery and waste collection practices will be continued without amendments.

2.12 Calculation of Development Generated / Attracted Trips

What are the likely hours of operation?	Child Care Centre – 07:00-18:30 Monday-Friday Closed Saturday, Sunday and Public Holidays.
What are the likely peak hours of operation?	07:00 - 08:00 and 17:00 - 18:00
Guideline Document Used *Rates from above document:*	NSW RTA Guide to Traffic Generating Developments ***Child Day Care*:** • *AM Peak - 0.8 VPH per child* • *PM Peak - 0.7 VPH per child* It should be noted that these rates are given for a 2-hour peak period. For the purposes of this report, KCTT assumes that the two-hour traffic volume will be attracted to the development in one hour, representing the peak for the subject site.

Given that the WAPC Transport Assessment Guidelines and NSW RTA Guide to Traffic Generating Developments do not offer a daily vehicular trip generation rate for the proposed land use KCTT has assumed the following to apply:

Childcare centre

Vehicular daily trips can be assumed to be 4 VPD per child and 2 VPD per employee. Each parent will make 2 vehicular trips when dropping off the child at the daycare centre and 2 vehicular trips when picking the child up. Employees will make 1 vehicular trip arriving at work and another vehicular trip when leaving work.

In our experience, childcare centres tend to operate with a 94.25% utilisation rate of the licenced capacity over the year due to the number of days those children attend (this ranges from 2 to 5 days a week) and seasonal adjustments (end of the year and when people return to work from maternity leave). Market information indicates

that between 10-20% of parents have more than one child at the centre, so those families only account for one vehicular trip. A further percentage of parents will have older siblings attending one of the nearby schools.

However, in the calculations below, a conservative approach has been applied, showing the theoretical maximum number of children, assuming that all children are driven to school and there are no siblings in the centre.

Does the site have existing trip generation/attraction? YES

Guideline Document Used — WAPC Transport Assessment Guidelines for Developments - Volume 5

Rates from above document: **Residential** - 0.8 vehicle trips per dwelling for the AM and PM peak hours. A 25% IN / 75% OUT split has been adopted for the AM peak and a 67% IN / 33% OUT split for the PM peak hour.

Guideline Document Used — NSW RTA Guide to Traffic Generating Developments

Rates from above document: **Residential** - The NSW RTA Guide to Traffic Generating Developments suggests developments of this type in Sydney tend to generate between 4 and 5 vehicular trips per dwelling for medium to high density developments. In Perth, the Department of Planning and Infrastructure conducted a series of studies in the late 1990's / early 2000's which showed that higher density dwellings tended to average closer to 5.5 vehicle trips per day. These studies assumed that anywhere between 50% and 70% of commuters were travelling to the work by car as a driver.

KCTT adopted the rates as listed below, believing there are more appropriate to estimate the expected traffic volumes this particular residential dwelling generates.

- 6 vehicle trips per day
- 0.8 vehicle trips per peak hour

Land Use Type	Rate above	Yield	Daily Traffic Generation	Peak Hour Traffic Generation	
				AM	PM
Existing development					
Childcare centre	*Daily - 4 VPD per child and 2 VPD per staff member* *AM Peak - 0.8 VPH per child* *PM Peak - 0.7 VPH per child*	63 children 15 staff	252 30	50	44
Residential dwelling	*Daily - 6 vehicle trips per day* *AM/PM Peak - 0.8 vehicle trips per peak hour*	1 dwelling	6	1	1
Proposed development					
Child Care	*Daily - 4 VPD per child and 2 VPD per staff member* *AM Peak - 0.8 VPH per child* *PM Peak - 0.7 VPH per child*	90 children 18 staff	360 36	72	63
Total Traffic impact of the proposed development (A):			**396**	**72**	**63**
Traffic impact of an existing development on subject lots (B):			**288**	**51**	**45**
Total Additional Traffic impact of the proposed development (A-B):			**108**	**21**	**18**

What is the total impact of the new proposed development?	The total development is expected to generate approximately 396 vehicular movements per day, with a forecasted impact of around 72 vehicular movements per hour in the AM peak hour and 63 vehicular movements per hour in the PM peak hour. When the estimation of the traffic generation currently existing land uses is taken into account, the additional 108 daily vehicular trips, 21 vehicular trips in the AM peak and 18 vehicle trips in the PM peak is expected. According to WAPC guidelines, all developments generating between 10 and 100 VPH in the peak hour can be deemed to have a **moderate** impact on the network. KCTT believes the surrounding road network can accommodate additional traffic attracted by the proposed development. Further to this, the traffic assessment represents the worst possible scenario which is unlikely to eventuate. The catchment for this centre is highly walkable and the centre is in vicinity of two railway stations and a bus line. With all of the other alternative transportation options, it is unlikely this centre will ever practically attract traffic to its theoretical maximum.

2.13 Traffic Flow Distribution

How many routes are available for access/egress to the site?	4 main routes as follows
Route 1	
Provide details for Route No 1	From/to east via Summers Street >> Lot 38
Percentage of Vehicular Movements via Route No 1	**20%**
Route 2	
Provide details for Route No 2	From/to west via Summers Street >> Lot 38
Percentage of Vehicular Movements via Route No 2	**50%**
Route 3	
Provide details for Route No 2	From/to west via Summers Street >> Claisebrook Road >> Caversham Street >> Lot1
Percentage of Vehicular Movements via Route No 2	**20%**
Route 4	
Provide details for Route No 2	From/to south via Claisebrook Road >> Caversham Street >> Lot 1
Percentage of Vehicular Movements via Route No 2	**10%**

Note - For more detailed plans of the estimated vehicular traffic volumes and distribution, please refer to the plans provided in Appendix 2.

2.14 Vehicle Crossover Requirements

Are vehicle crossovers required on existing road networks?
How many existing crossovers?

How many proposed crossovers?

YES
- 1 for Lot 38 on Summers Street
- None for Lot 1 on Cheriton Street
- 1 existing for Lot 38 on Summers Street remains
- 1 proposed for Lot 1 on Cheriton Street

If there are greater numbers of new crossovers, than existing, provide justification:
Although No 34 Cheriton Street does not feature a formal vehicular crossover, its only vehicular access would be via Cheriton Street. The plans show two parking bays, directly accessible via Cheriton Street, and no other formal crossover as vehicular access futher in the lot is not possible.

How close is proposed crossover to existing intersections?

Approximately 170m from the intersection with Claisebrook Road and more than 6m from cul de sac end of the Cheriton Street.

Does this meet existing standards?

YES

Justification

TABLE 3.1
SELECTION OF ACCESS FACILITY CATEGORY

Class of parking facility (see Table 1.1)	Frontage road type	Access facility category — Number of parking spaces (Note 1)				
		<25	25 to 100	101 to 300	301 to 600	>600
1,1A	Arterial	1	2	3	4	5
	Local	1	1	2	3	4
2	Arterial	2	2	3	4	5
	Local	1	2	3	4	4
3,3A	Arterial	2	3	4	4	5
	Local	1	2	3	4	4

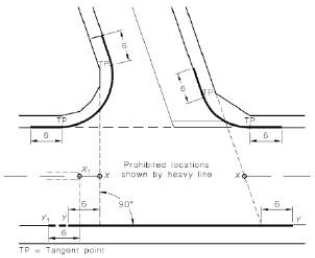
NOTES:
1 When a car park has multiple access points, each access should be designed for the number of parking spaces effectively served by that access.
2 This Table does not imply that certain types of development are necessarily suitable for location on any particular frontage road type. In particular, access to arterial roads should be limited as far as practicable, and in some circumstances it may be preferable to allow left-turn-only movements into and out of the access driveway.

According to AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking the user class of the access point is: User Class 1A - Residential, domestic and employee Proposed development plans indicate a total of 2 parking bays and 1 crossover.
This crossover serves less than 25 parking bays from a local road, making it a ''Category 1 driveway''.

Therefore, the following requirements from AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking apply:

*"(a) **Driveway Categories 1 and 2**: At unsignalized intersections of sub-arterial, collector or local streets with each other or with an arterial road, access driveways in Categories 1 and 2 (see Table 3.1) shall not be located in the sections of kerb shown by heavy lines in Figure 3.1. **This requirement shall not apply to accesses to domestic driveways in the kerb section opposite the entering road at any intersection including signalized intersections.***

Furthermore, it shall not apply to any access driveway serving a property which would otherwise be denied access due to the physical impossibility of meeting the requirement.



NOTES:
1 Accesses to domestic driveways are excluded from the prohibition in respect of the kerb section marked Y-Y (see Clause 3.2.3(a)).
2 The points marked X_1 and X are respectively at the median end on a divided road and at the intersection of the main road centre-line and the extensions of the side road property lines shown as dotted lines, on an undivided road. On a divided road, dimension Y-Y extends to Point Y_1.

DIMENSIONS IN METRES

FIGURE 3.1 PROHIBITED LOCATIONS OF ACCESS DRIVEWAYS

At signalized intersections, the minimum distance from the intersection, measured from the property boundary along both legs, shall be increased as necessary to locate access driveways beyond the influence of normal queue lengths at the intersections. If this is not practicable, it may be necessary to provide-

(i) an arrangement which confines traffic to turning left when either entering or leaving the car park;
(ii) a signalized driveway with signals coordinated with the intersection signals; or
(iii) other traffic management means of providing for safe and efficient operation of the driveway."

As shown on the layout for the proposed development in Appendix 1, the proposed crossover is not located in any of the areas shown by heavy lines and therefore complies with the AS/NZS 2890.1:2004 requirements

2.15 Public Transport Accessibility

How many bus routes are within 400 metres of the subject site? as listed below

Bus Route	Description	Peak Frequency	Off-Peak Frequency
41	Bayswater - Esplanade Busport	60 minutes	60 minutes
42	Esplanade Busport - Maylands	60 minutes	
48	Esplanade Busport - Morley Bus Station	20 minutes	
55	Esplanade Busport - Bassendean	60 minutes	

How many rail routes are within 800 metres of the subject site? as listed below

Rail Route	Stations
Midland Line	Perth – McIver – Claisebrook - East Perth - Mt Lawley – Maylands – Meltham – Bayswater - Ashfield – Bassendean - Success Hill – Guildford - East Guildford – Woodbridge - Midland
Armadale/ Thornlie Line	Perth – McIver – Claisebrook - Perth – Stadium – Burswood - Victoria Park – Carlisle - Oats Street – Welshpool - Queens Park – Cannington – Thornlie – Beckenham – Kenwick - Maddington – Gosnells – Seaforth – Kelmscott – Challis – Sherwood - Armadale

Walk Score Rating for Accessibility to Public Transport

- Lot 38 (No. 103-105) Summers Street 70 | Excellent Transit. Transit is convenient for most trips.
- Lot 1 (No. 34) Cheriton Street, Perth 70 | Excellent Transit. Transit is convenient for most trips.

KCTT comment
The Perth Underground, East Perth Station; Midland Line is approximately 200m east from development. Within a 5-minutes walk, four bus routes are available, providing solid connections across the metropolitan region. The Claisebrook Station is located within a 5-minutes walk from the proposed development. Therefore, its safe to conclude that the proposed development is easily accessible via public transport, and pedestrian and cyclist infrastructure/networks.

Is the development in a Greenfields area? NO

2.16 Pedestrian Infrastructure

Describe existing local pedestrian infrastructure within a 400m radius of the site:

Classification	Road Name
" Principal Shared Path"	East Parade, Graham Farmer Freeway

Pedestrian Path	Almost all streets surrounding the subject development site have a pedestrian path on one or both sides of the road reservation.

Does the site have existing pedestrian facilities YES

Does the site propose to improve pedestrian facilities? YES

If YES, describe the measures proposed.

The proposed ramp is planned to connect Lot 1 with the existing pedestrian path in front of the development.

What is the Walk Score Rating?

• Lot 38 (No. 103-105) Summers Street	75	Very Walkable. Most errands can be accomplished on foot.
• Lot 1 (No. 34) Cheriton Street, Perth	75	Very Walkable. Most errands can be accomplished on foot.

2.17 Cyclist Infrastructure

Are there any PBN Routes within an 800m radius of the subject site? YES

If YES, describe:

Classification	Road Name
" Principal Shared Path"	East Parade, Graham Farmer Freeway
" Good Road Riding Environment"	Summers Street
" Bicycle Lanes or Sealed Shoulder Either Side"	East Parade, Bulwer Street

Are there any PBN Routes within a 400m radius of the subject site? YES

If YES, describe:

Classification	Road Name
" Principal Shared Path"	East Parade, Graham Farmer Freeway
" Good Road Riding Environment"	Summers Street, Lincoln Street, Harold Street, Joel Terrace, Kensington Street, Royal Street
" Perth Bicycle Network - Continuous Signed Routes"	Smith Street
" Bicycle Lanes or Sealed Shoulder Either Side"	East Parade, Bulwer Street

Does the site have existing cyclist facilities? NO

Does the site propose to improve cyclist facilities? YES

If YES, describe the measures proposed.

Bike racks proposed on Lot 1.

2.18 Site-Specific Issues and Proposed Remedial Measures

How many site-specific issues need to be discussed?	One (1)
Site-Specific Issue No 1	**Car parking provision**
Remedial Measure / Response	As elaborated more closely in section 2.7 Vehicular parking within this report, KCTT believes the proposed car parking provision for the subject development is adequate, although the minimal car parking requirement is not defined in the nominated document.

Appendix 1

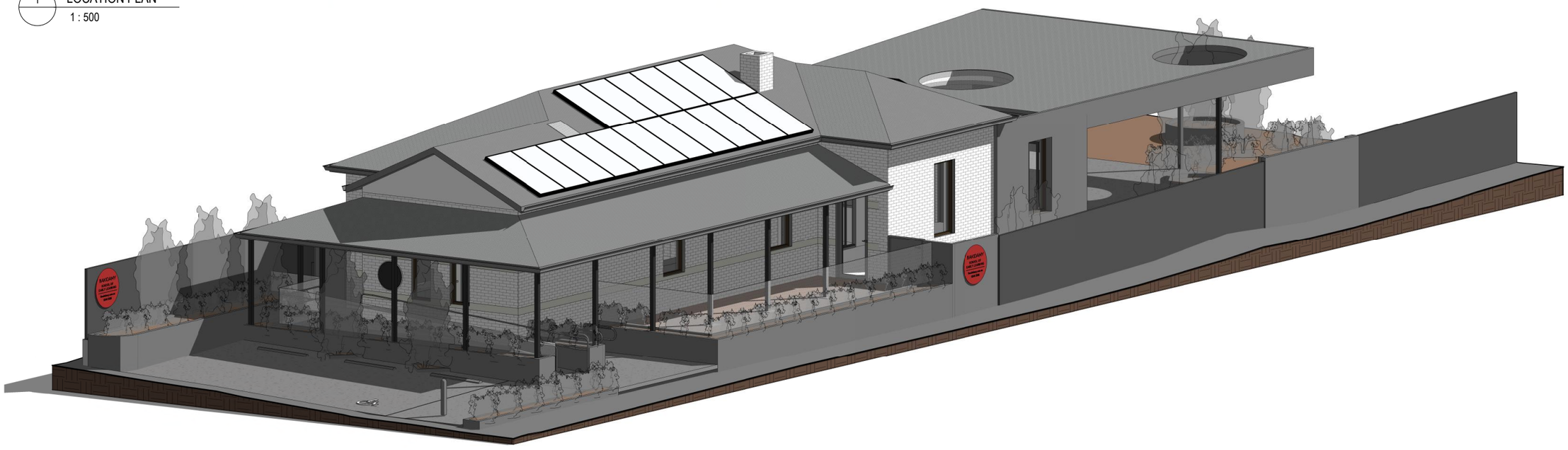
The layout of the proposed development

AKIDAMY SCHOOL OF EARLY LEARNING - CHERITON STREET

105 SUMMERS STREET & 34 CHERITON STREET, PERTH WA



1 LOCATION PLAN
1 : 500



P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
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P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	16.09.22	COORDINATION	SP
2	19.09.22	COORDINATION	SP
3	23.09.22	DEVELOPMENT APPLICATION	SP

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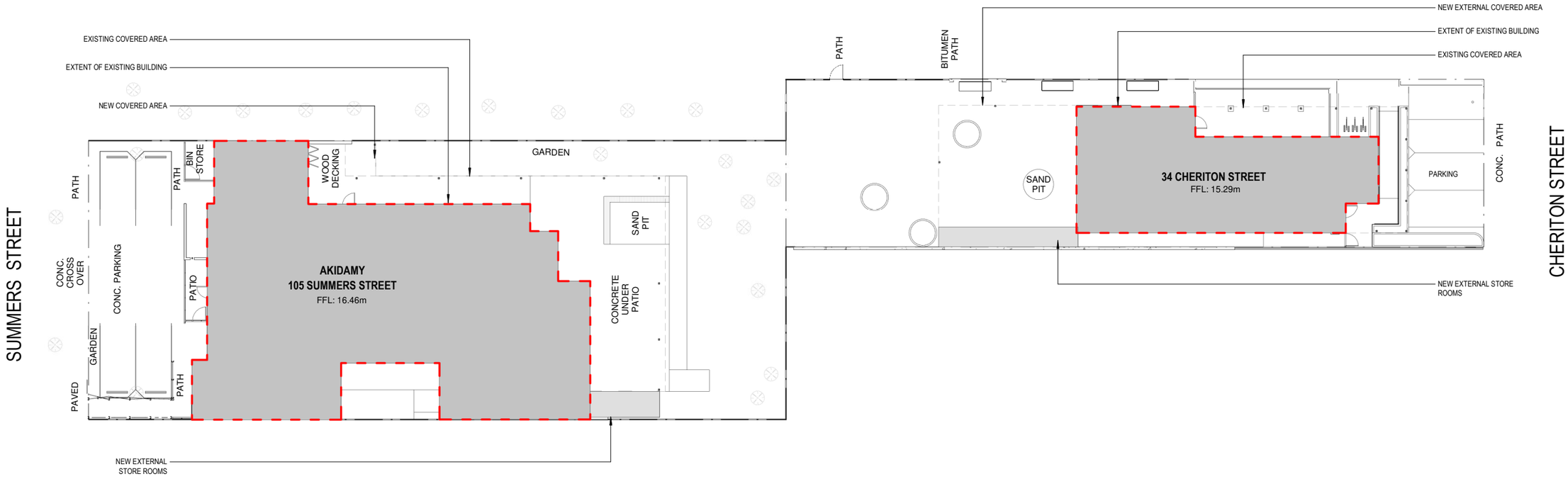
Project: AKIDAMY - 34 CHERITON STREET
Drawing Title: COVER PAGE & LOCATION PLAN
Job No: PAR0099
Drawing No: DA00



1 SITE PLAN
1 : 200

CLASSROOM AREAS

CLASSROOM AREA - SUMMER STREET	216.0 M²
CLASSROOM AREA - CHERITON STREET	90.3 M²
CLASSROOM AREA - TOTAL	306.3 M²

OUTDOOR PLAY AREAS

OUTDOOR PLAY AREA - SUMMER STREET	410.8 M²
OUTDOOR PLAY AREA - CHERITON STREET	287.9 M²
OUTDOOR PLAY - TOTAL	698.7 M²

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E infowpaid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
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P.A.I.D Interiors Pty Ltd ACN 609 278 453

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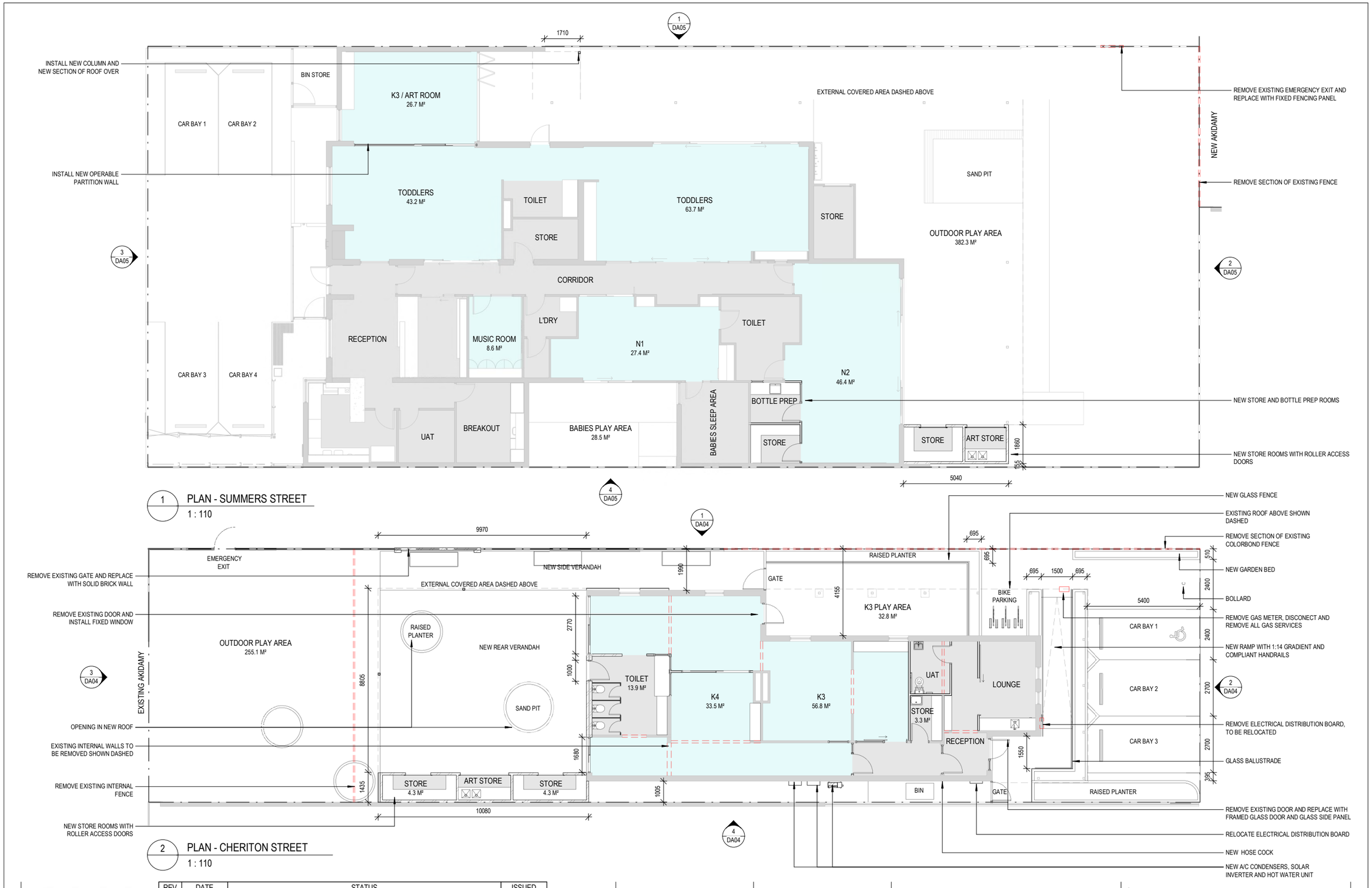
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: SITE PLAN
Job No: PAR0099
Drawing No: DA01



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E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902

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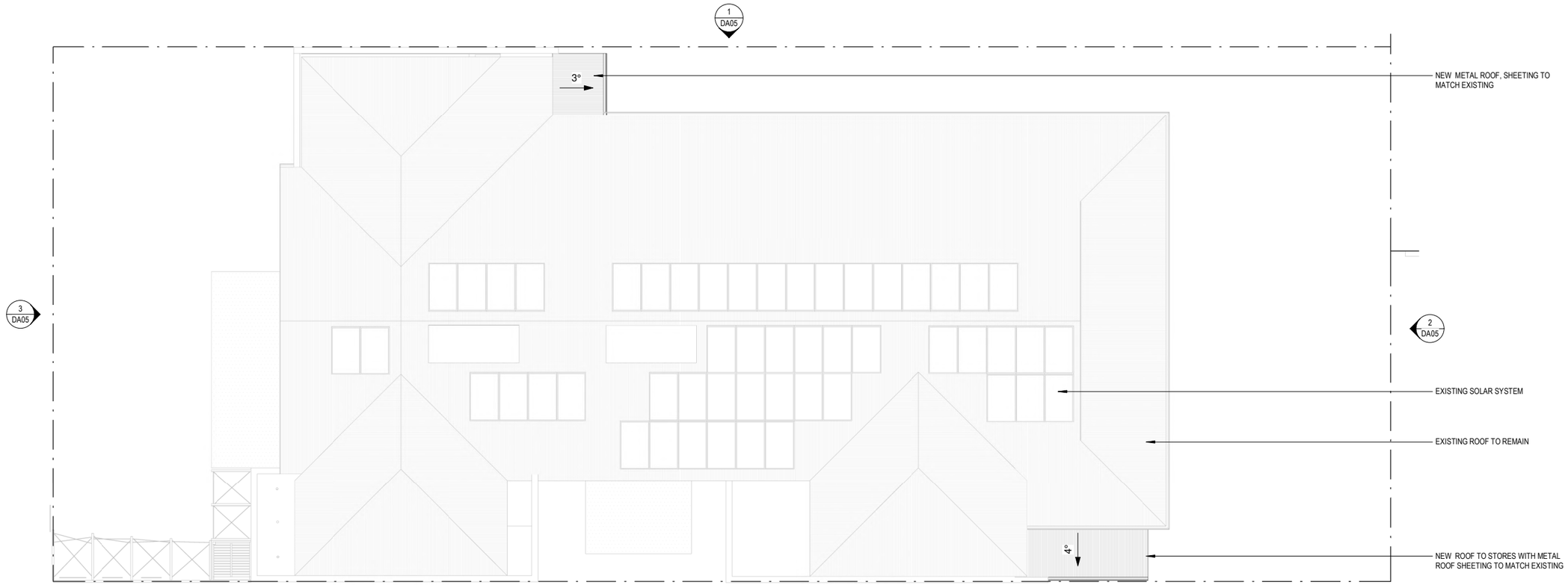
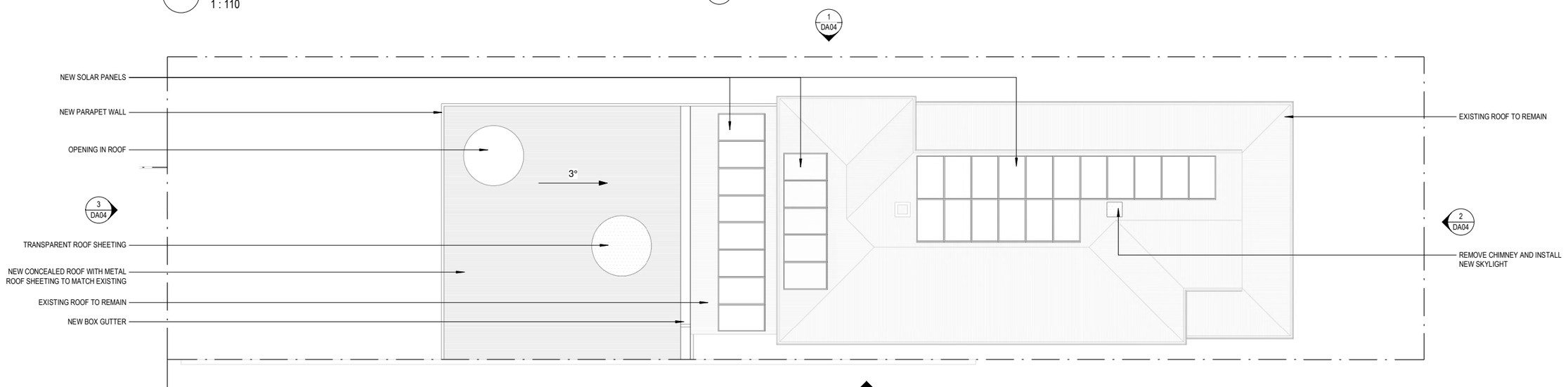
Client: AKIDAMY
Drawing Title: PLAN
Job No: PAR0099
Drawing No: DA02



1 ROOF PLAN - SUMMERS STREET
1 : 110

4
DA05



2 ROOF PLAN - CHERITON STREET
1 : 110

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E info@paid-group.com
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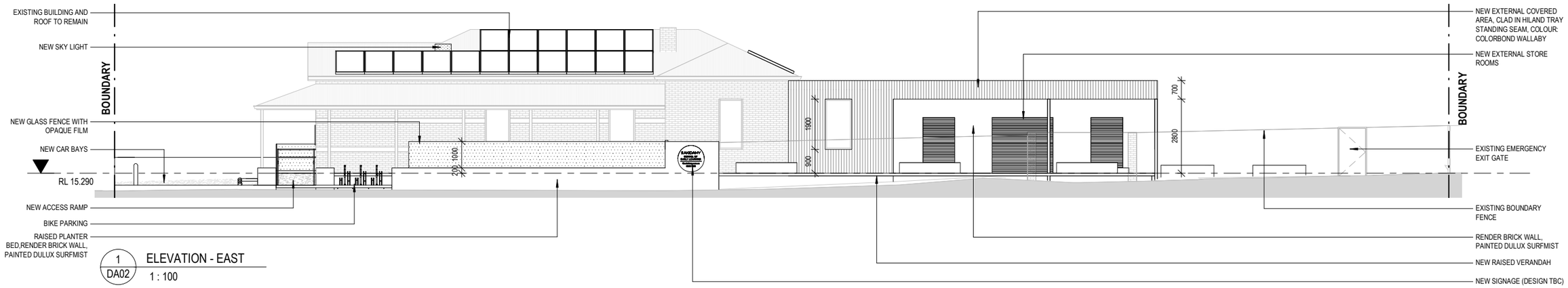
Client: **AKIDAMY**
Drawing Title: **ROOF PLAN**
Job No: **PAR0099**
Drawing No: **DA03**



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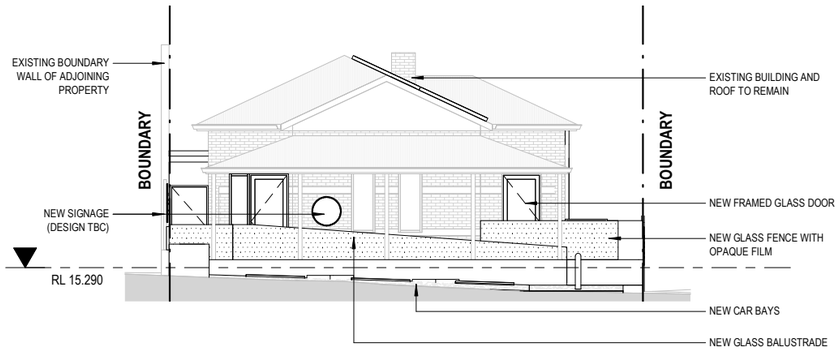

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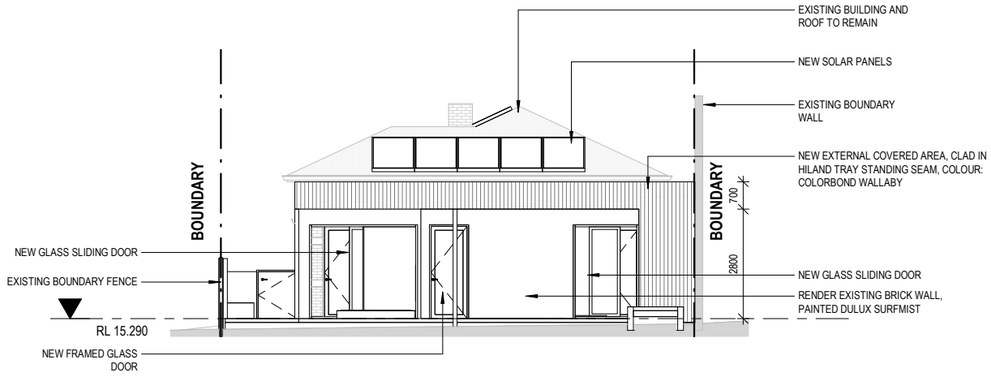

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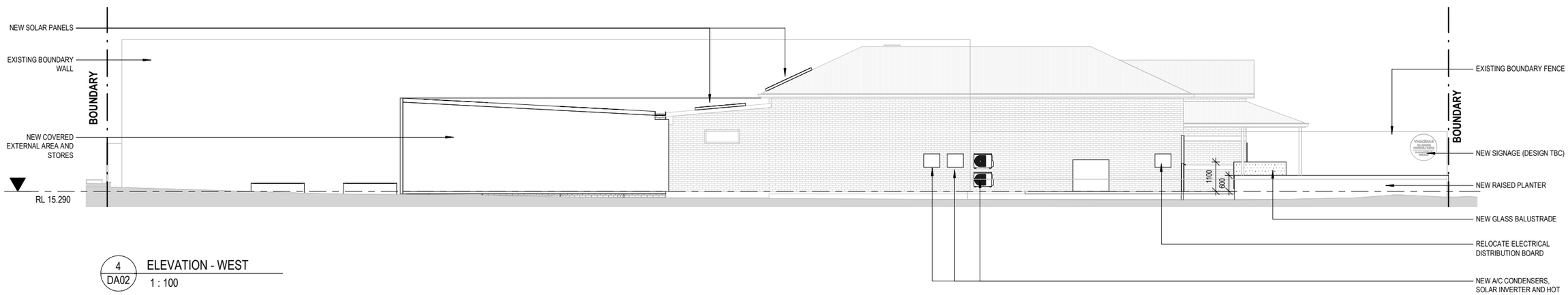

4 DA02 ELEVATION - WEST
1 : 100

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6902
P.A.I.D Architecture Pty Ltd ACN 609 278 444
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2	12.09.22	COORDINATION	SP
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Client: AKIDAMY
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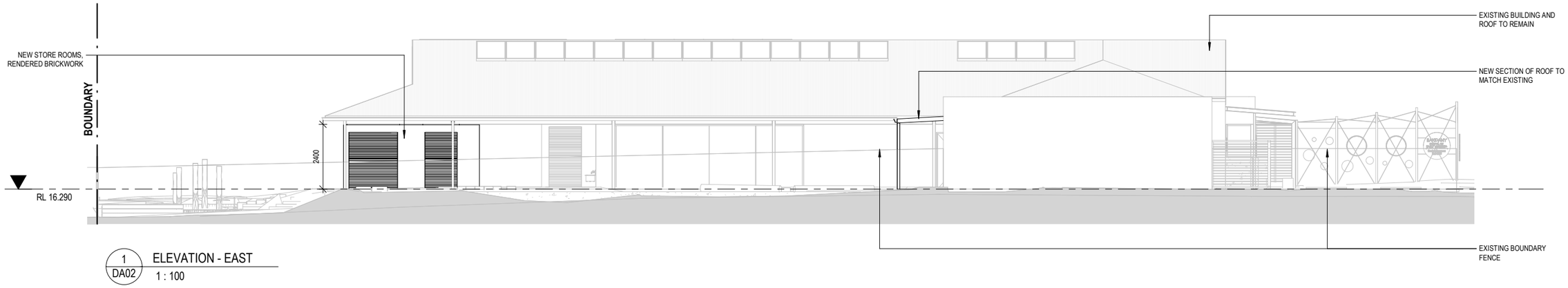
Job No: PAR0099
Drawing No: DA04



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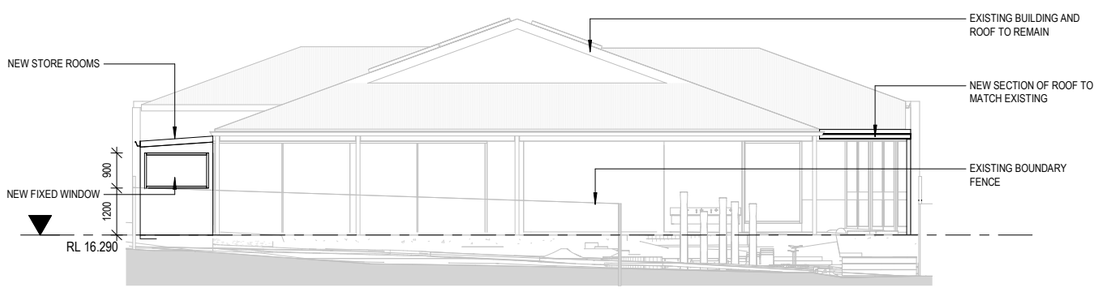

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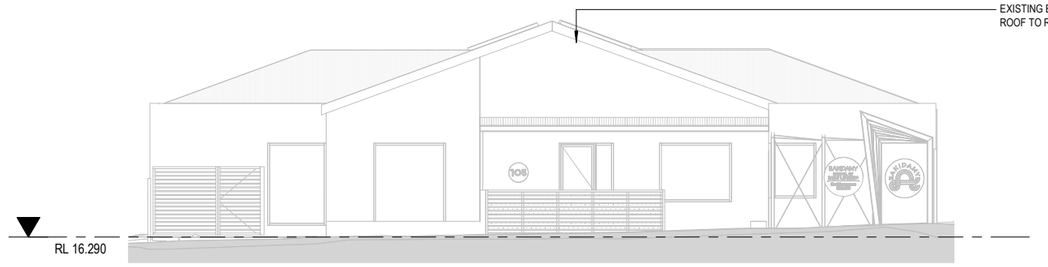

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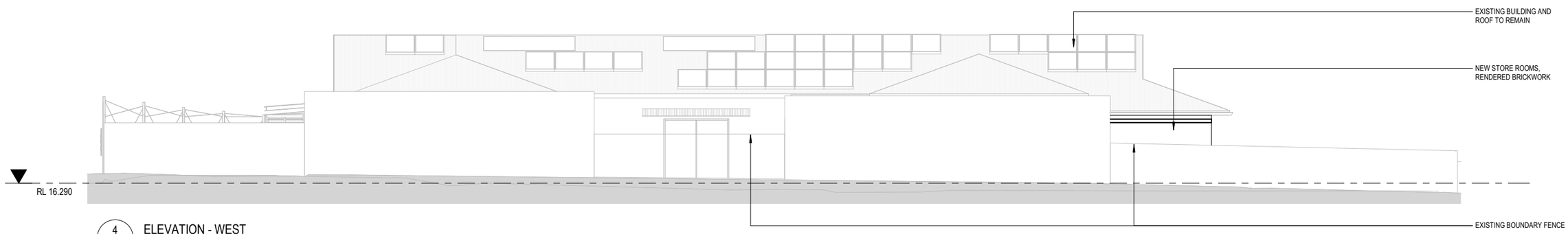

4 DA02 ELEVATION - WEST
1 : 100

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
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Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ELEVATIONS - SUMMERS STREET
Job No: PAR0099
Drawing No: DA05



FRONT PERSPECTIVE - ARTIST IMPRESSION



REAR PERSPECTIVE - ARTIST IMPRESSION

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
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Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: PERSPECTIVES
Job No: PAR0099
Drawing No: DA06

Appendix 2

Transport Planning and Traffic Plan



No	DATE	AMENDMENT
C	08-09-2022	INFORMATION UPDATED
B	08-07-2016	KCTT LOCATION CHANGED
A	31-03-2016	ISSUED FOR REVIEW

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: LOCALITY PLAN - 800M RADIUS

DRAWING NUMBER: KC00482.000_ S01

DRAWN BY: J.S.

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PH: 08 9441 2700
WEB: www.kctt.com.au
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No	DATE	AMENDMENT
C	08-09-2022	INFORMATION UPDATED
B	08-07-2016	KCTT LOCATION CHANGED
A	31-03-2016	ISSUED FOR REVIEW

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: BICYCLE NETWORK PLAN - 800M RADIUS

DRAWING NUMBER: KC00482.000_ S02

DRAWN BY: J.S.

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No	DATE	AMENDMENT
C	08-09-2022	INFORMATION UPDATED
B	08-07-2016	KCTT LOCATION CHANGED
A	31-03-2016	ISSUED FOR REVIEW

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: PUBLIC TRANSPORT PLAN - 800M RADIUS

DRAWING NUMBER: KC00482.000_ S03

DRAWN BY: J.S.

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No	DATE	AMENDMENT
C	08-09-2022	INFORMATION UPDATED
B	08-07-2016	KCTT LOCATION CHANGED
A	31-03-2016	ISSUED FOR REVIEW

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: PEDESTRIAN PATHS PLAN - 800M RADIUS

DRAWING NUMBER: KC00482.000_ S04

DRAWN BY: J.S.

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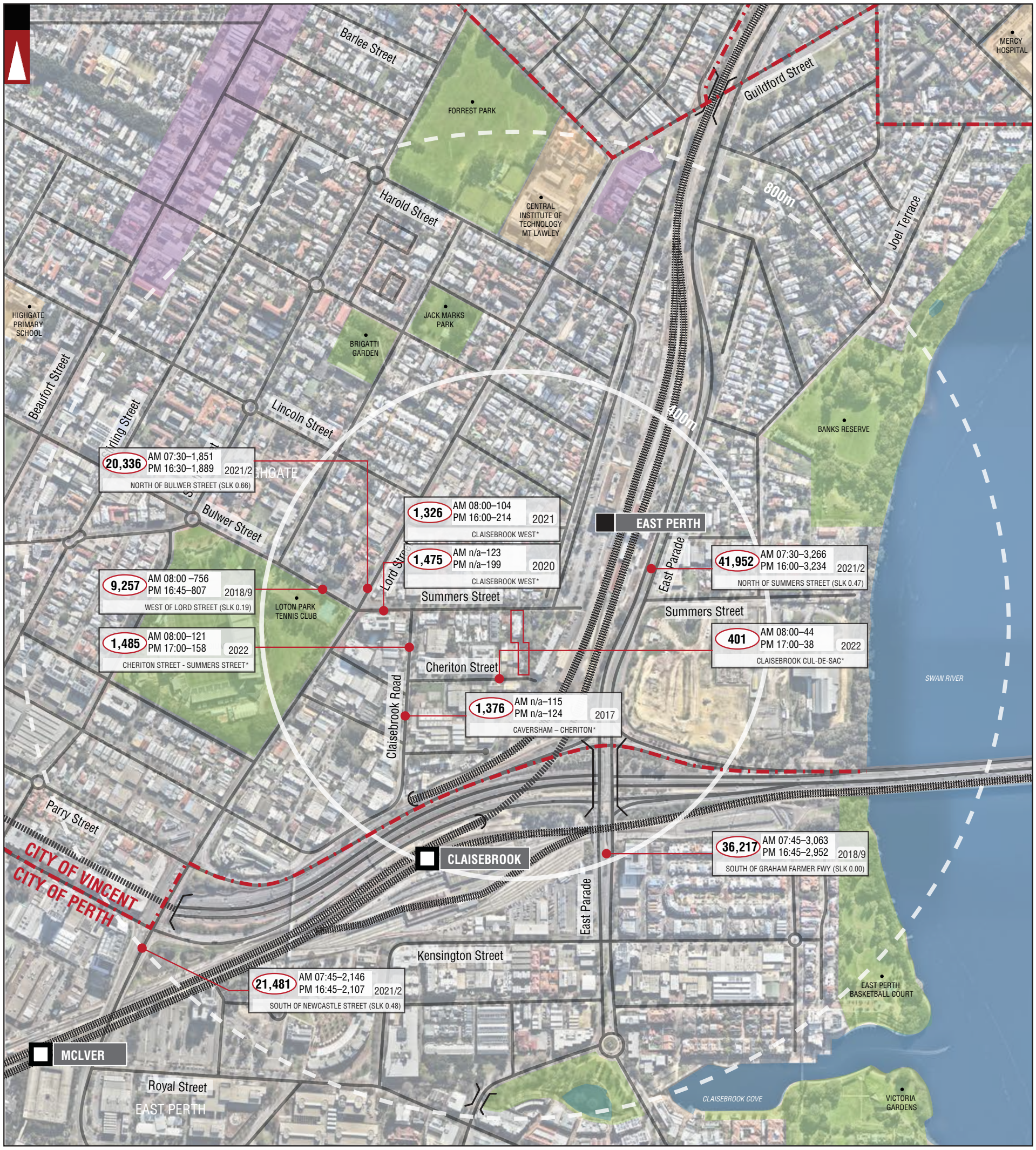

No	DATE	AMENDMENT
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C	08-09-2022	INFORMATION UPDATED
B	08-07-2016	KCTT LOCATION CHANGED
A	31-03-2016	ISSUED FOR REVIEW

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: EXISTING TRAFFIC COUNTS - 800M RADIUS

DRAWING NUMBER: KC00482.000_ S05

DRAWN BY: J.S.

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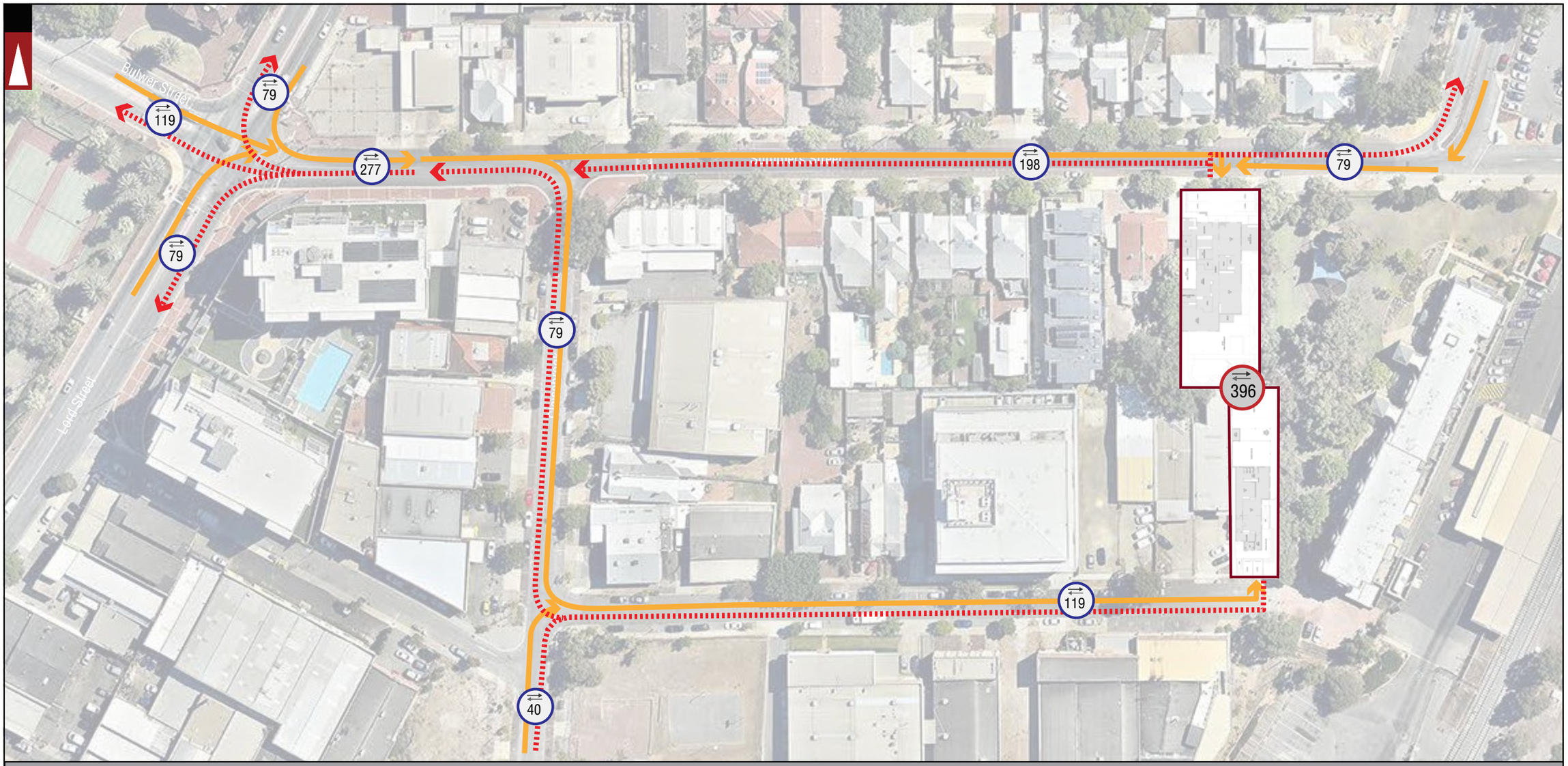

LOCATION BOUNDARY

LEWIS ROAD ROAD NAME

1,389 Total Expected Traffic Generation from the proposed development

503 Total Expected Traffic Generation from Subject Site on the specific section of road - **IN and OUT direction**

Traffic Flow IN Direction

Traffic Flow OUT Direction

NOTE: THE PLAN IS COURTEOUSY OF P.A.I.D.

LEGEND

No	DATE	AMENDMENT
F	08-09-2022	PROPOSED LAYOUT AMENDED
E	13-07-2016	PROPOSED LAYOUT AMENDED
D	08-07-2016	PROPOSED LAYOUT AMENDED
C	27-05-2016	PROPOSED LAYOUT AMENDED

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: TRAFFIC FLOW DIAGRAM - DAILY

DRAWING NUMBER: KC00482.000_ S06

DRAWN BY: J.S.

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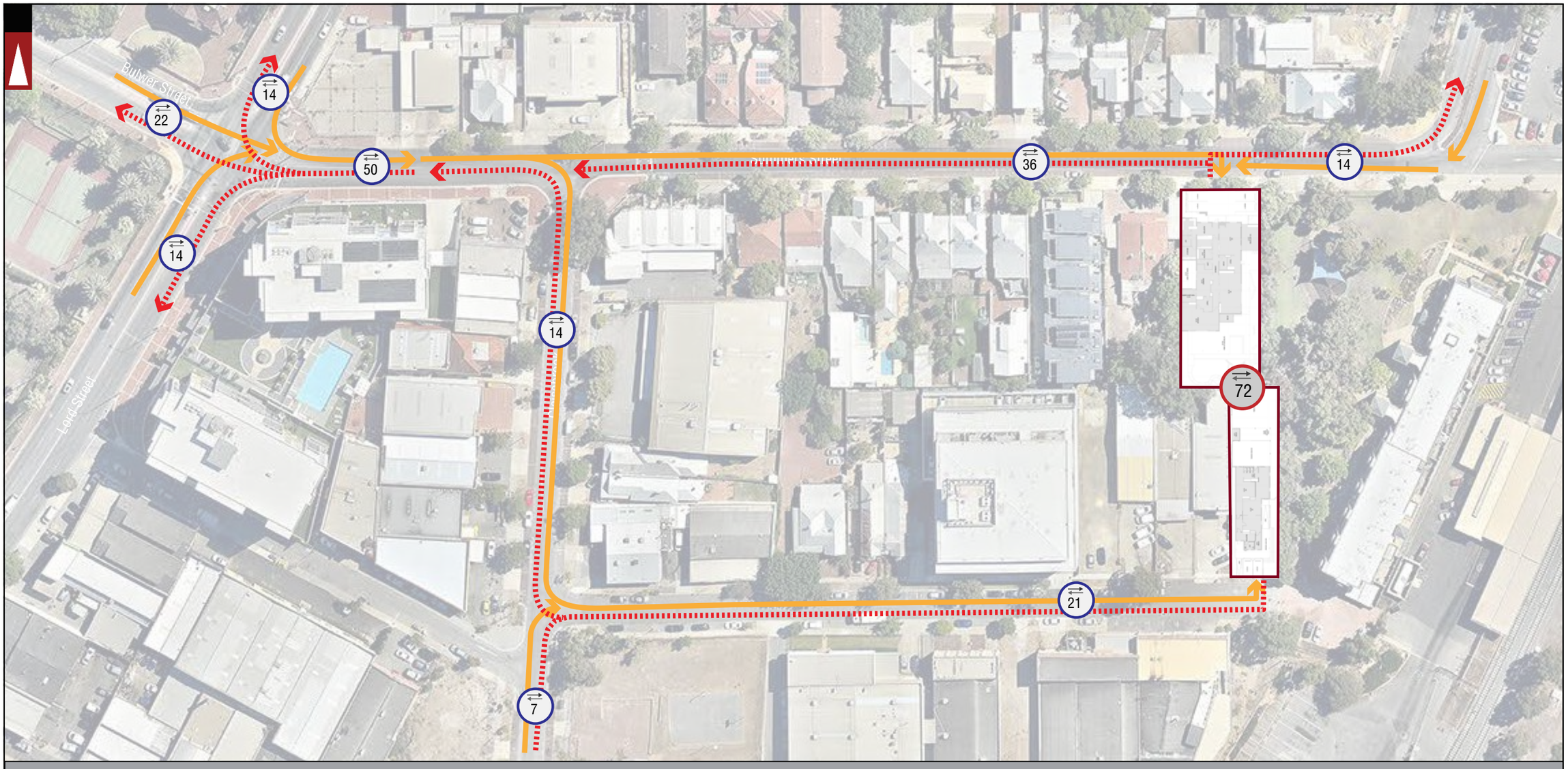

LOCATION BOUNDARY

LEWIS ROAD ROAD NAME

1,389 Total Expected Traffic Generation from the proposed development

503 Total Expected Traffic Generation from Subject Site on the specific section of road - **IN and OUT direction**

Traffic Flow IN Direction

Traffic Flow OUT Direction

NOTE: THE PLAN IS COURTEOUSY OF P.A.I.D.

LEGEND

No	DATE	AMENDMENT
F	08-09-2022	PROPOSED LAYOUT AMENDED
E	13-07-2016	PROPOSED LAYOUT AMENDED
D	08-07-2016	PROPOSED LAYOUT AMENDED
C	27-05-2016	PROPOSED LAYOUT AMENDED

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: TRAFFIC FLOW DIAGRAM - AM PEAK

DRAWING NUMBER: KC00482.000_ S07

DRAWN BY: J.S.

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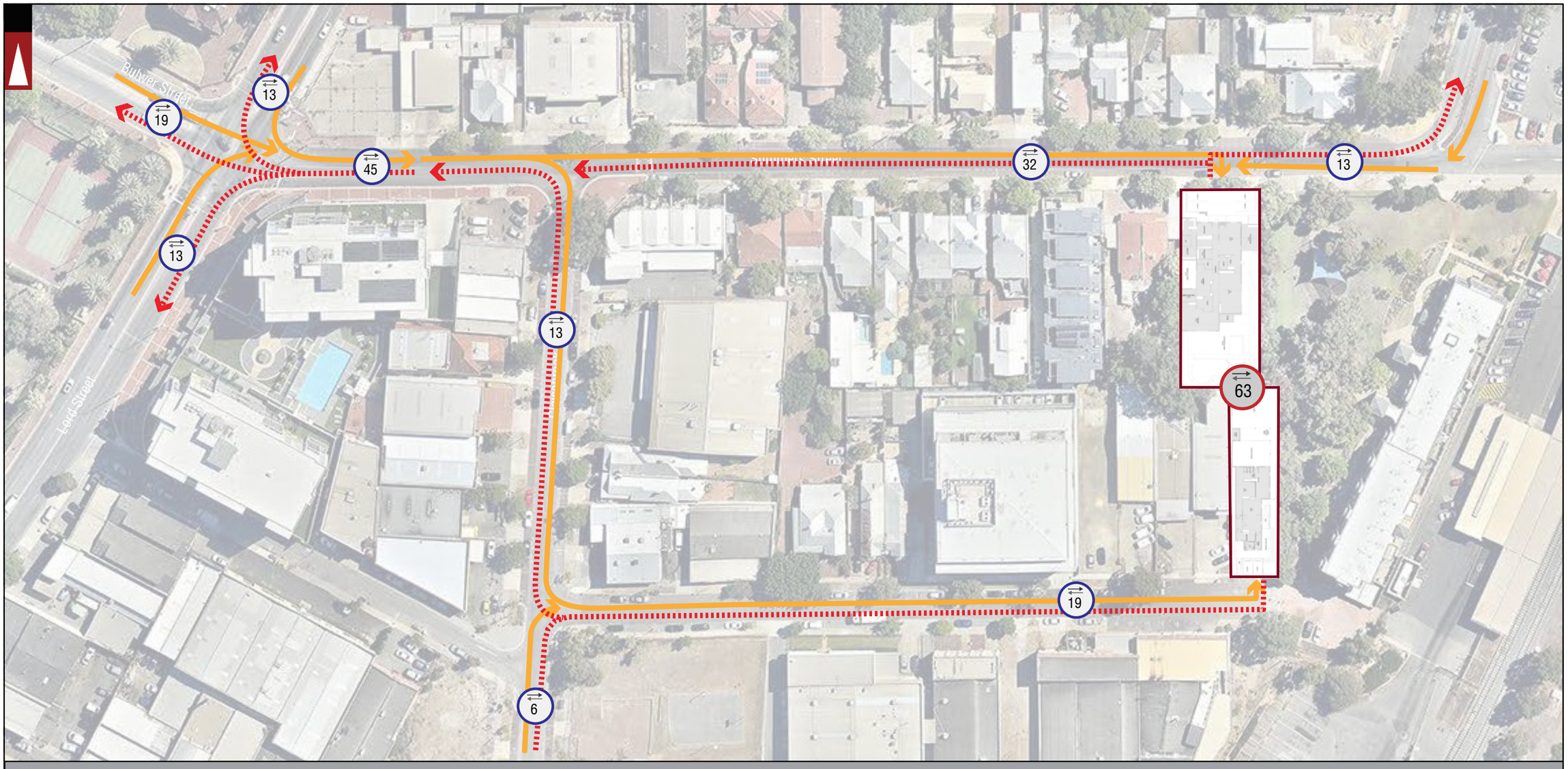

LOCATION BOUNDARY

LEWIS ROAD ROAD NAME

1,389 Total Expected Traffic Generation from the proposed development

503 Total Expected Traffic Generation from Subject Site on the specific section of road - **IN and OUT direction**

Traffic Flow IN Direction

Traffic Flow OUT Direction

NOTE: THE PLAN IS COURTEOUSY OF P.A.I.D.

LEGEND

No	DATE	AMENDMENT
F	08-09-2022	PROPOSED LAYOUT AMENDED
E	13-07-2016	PROPOSED LAYOUT AMENDED
D	08-07-2016	PROPOSED LAYOUT AMENDED
C	27-05-2016	PROPOSED LAYOUT AMENDED

PROJECT: LOT 38 (NO. 103-105) SUMMERS STREET AND LOT 1 (NO. 34) CHERITON STREET, PERTH

TITLE: TRAFFIC FLOW DIAGRAM - PM PEAK

DRAWING NUMBER: KC00482.000_ S08

DRAWN BY: J.S.

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Appendix 3

Vehicle Turning Circle Plan





NO	DATE	AMENDMENT
H	20-09-2022	PROPOSED LAYOUT AMENDED
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Lot 38 (No. 103-105) Summers Street and Lot 1 (No. 34) Cheriton Street, Perth

TITLE:
Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m) - INBOUND

DRAWING NUMBER:
KC00482.000_S20a

DRAWN BY:
J.S.

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Attachment 7

Acoustic Report and State Planning Policy No. 5.4 – Road and Rail Noise Management Plan

Traffic Engineering Letter
KC00482.000 No 103 to 105 Summers Street Perth

19/12/2022

KC00482.000 L03– Addenda to Transport Impact Statement

Attn: Michael Sebbag
Beverley Group

c/o Nathan Stewart

Rowe Group
Level 3 369 Newcastle Street,
Northbridge WA 6003

RE: Addenda to Transport Impact Statement – Reduction of Parking on Cheriton Street

Michael / Nathan,

This letter is prepared as an addendum to the Transport Impact Statement prepared by KCTT on 20.09.2022 and should be read in conjunction with this document.

The abovementioned Transport Impact Statement looks into the anticipated traffic impact of the proposed expansion of Aikidamy Childcare Centre to include No 34 Cheriton Street. With this expansion, the capacity of the childcare centre will be expanded from 63 to 90 children. The proposal features two vehicular access points on Cheriton Street and Summers Street, therefore already low traffic impact is further dispersed. The original proposal showed three (3) parking spaces on Cheriton Street, inclusive of an ACROD bay. Initial comments from the City of Vincent expressed concern that three parking bays may have a negative impact on Cheriton Street visual appeal, and it was requested that KCTT review feasibility of reducing the number of parking bays in lieu of expanded vegetation areas.

The subject site is located within the Perth Parking Management Area; therefore, this document determines the quantum of parking. In contrast to the common parking requirement policies, Perth Parking Management Plan stipulates maximum required quantum of parking instead of minimum parking requirements.

According to the Perth Parking Management Plan, the maximum parking provision for this development is 33 parking bays, while the proponent is not technically required to provide parking (there is no minimum requirement). The proposed development will feature six (6) parking bays, with four (4) existing bays on Summers Street and an additional two (2) bays on Cheriton Street, inclusive of an ACROD bay.

As discussed on page 15 (Section 2.7) of the Transport Impact Statement, under the most conservative assumptions (approximately 95% of children in attendance, each child picked up and dropped off in a separate vehicle and no siblings in the centre), a total of six (6) parking bays can cater for pick up and drop off function. Given that the centre is already in operation and that data on transportation methods are available (through continuous surveys conducted by the management), approximately 30% of the patrons walk or cycle to the centre regularly. Coupled with concrete financial incentives to the staff to take advantage of ample public and/or transport opportunities in vicinity, it is reasonable to assume that the proposed six (6) parking bays will cater to the development's requirements

KCTT (trading as KC Traffic and Transport) || ABN 35 148 970 727 || e. office@kctt.com.au ||

appropriately. Furthermore, both Cheriton Street and Summers Street have ample on-street parking which can aid the pick up and drop off if need be.

The facility on Summers Street successfully operated for several years, catering for up to 63 children with four (4) on-site parking bays. To our knowledge, no incident or complaint was recorded or filed with the operator or the City of Vincent pertaining to the traffic and parking associated with the facility. This provision would equate to a provision ratio of one (1) parking bay to 15.75 children. In a similar manner, provision of 6 (six) parking bays for 90 children equates to the ratio of one (1) parking bay to 15 children, therefore, the ratio of provision is increased. The proponent will provide an additional three (3) bicycle racks.

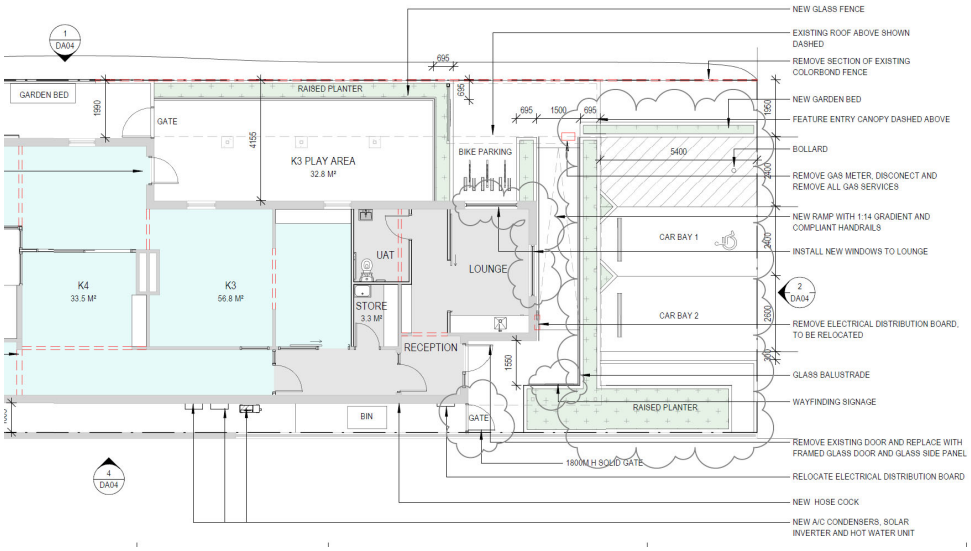


Figure 1 - Revision 4 (19.12.2022) plans - proposed parking configuration on Cheriton Street

As shown in the figure above, the proposed parking is fully compliant to AS2890.01 requirements. The proposed visitors' bay is 2.6m wide, corresponding to a Class 3, high turnover bay. In addition to this, 0.3m is left between the edge of the bay and the raised planter to ensure that the door can open easily.

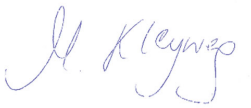
ACROD parking bay is proposed in line with the AS2890.06 requirements (2.4m wide with additional 2.4m wide shared space). Both parking bays are directly accessible from the crossover on Cheriton Street.

In summary, having in mind the opportunities for alternative access to the location and already established patterns of travel, we believe that the proposal of six (6) parking bays will be sufficient to cater for the requirements of future Aikidamy facilities.

Traffic Engineering Letter
KC00482.000 No 103 to 105 Summers Street Perth

If you have any further queries, please don't hesitate to contact us.

Regards,



Marina Kleyweg

kctt

Director / Principal Consultant Traffic and Transport
email: mkleyweg@kctt.com.au
mobile: 0425 696 643

Appendix 3

Vehicle Turning Circle Plan





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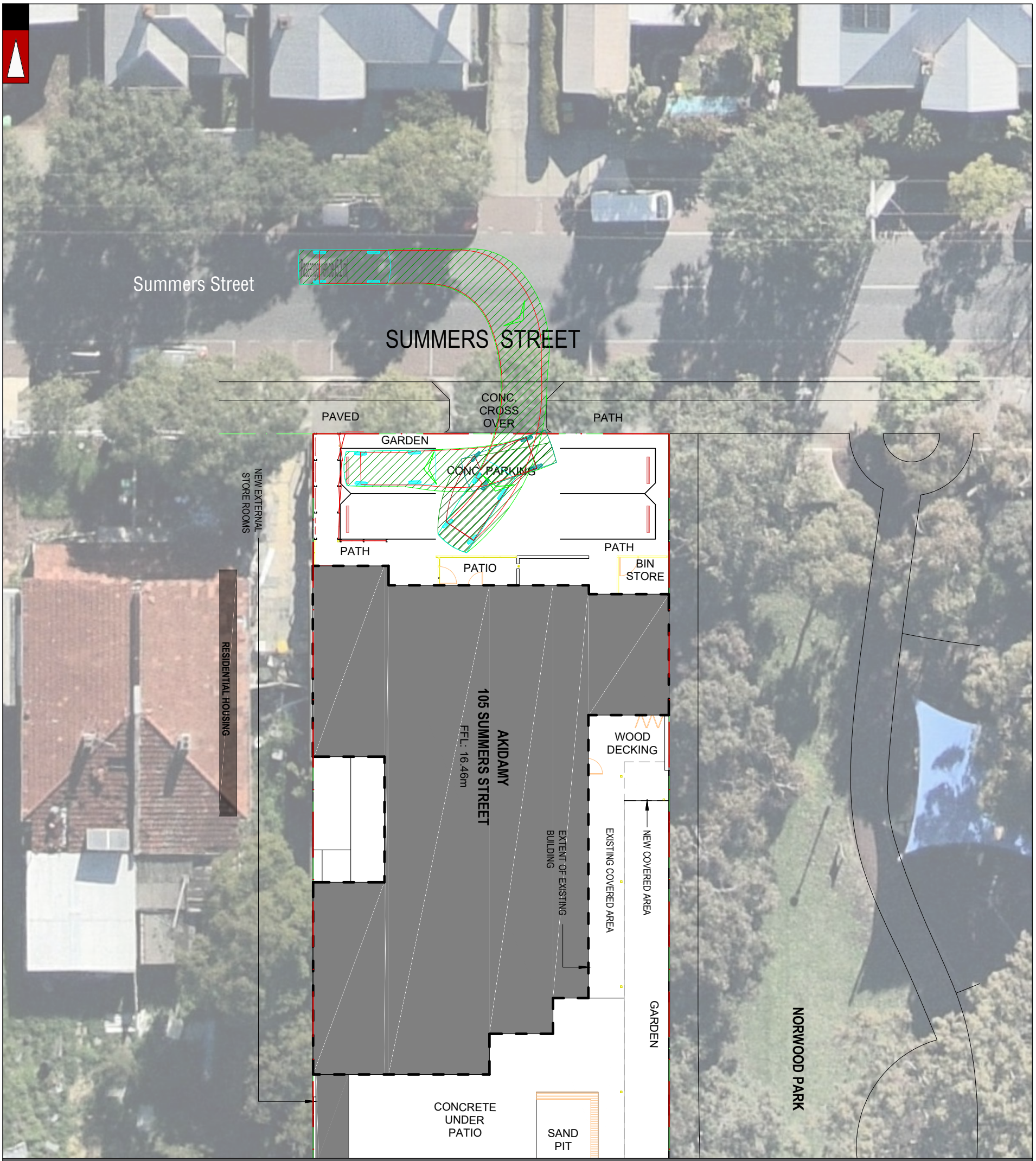

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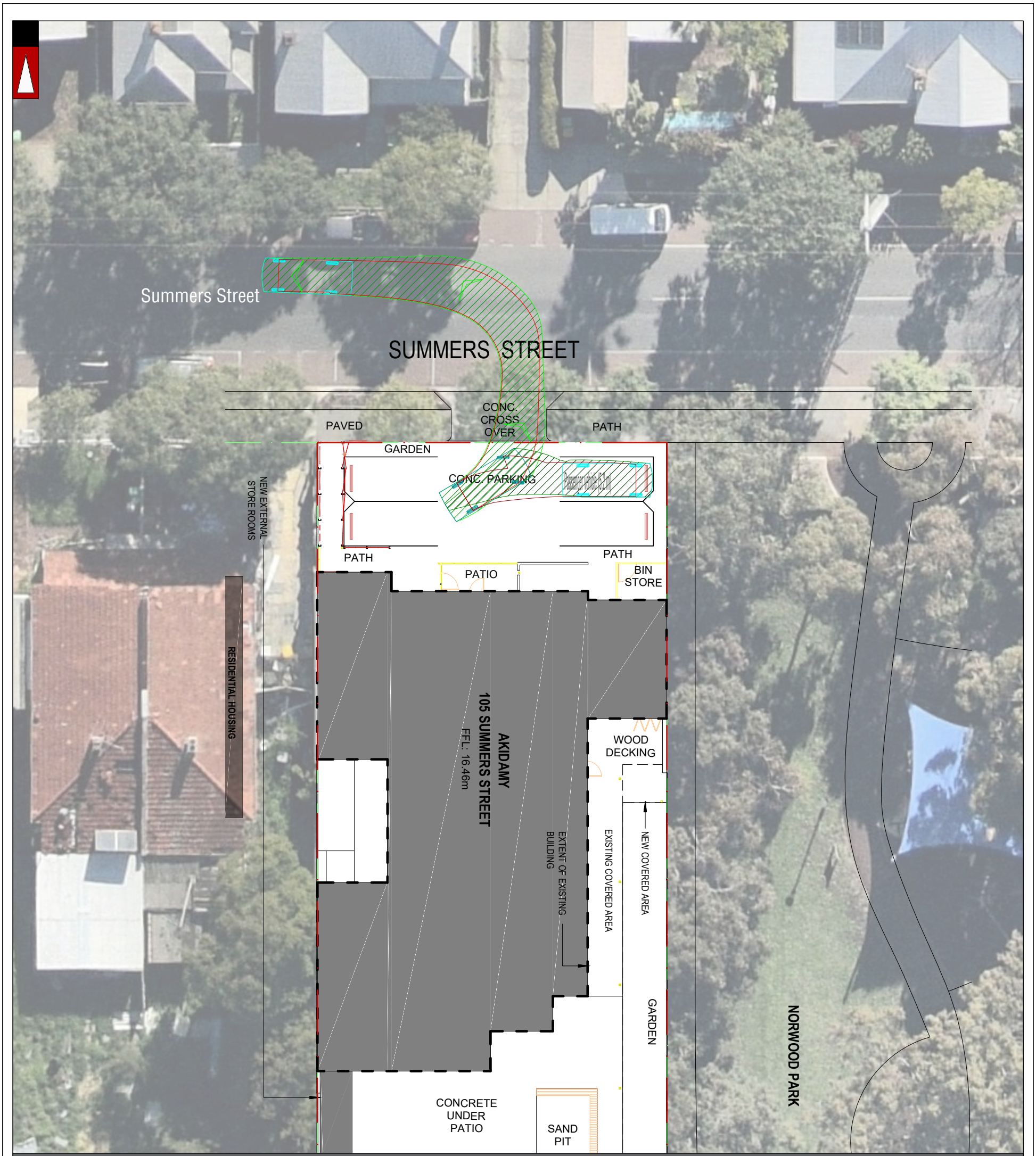

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Operational Management and Environmental Programmes Plan

Operational Management Plan

Aim

This Operating Management Plan (OMP) forms an essential part of the ongoing management requirements for the School (also referred to 'the Akidamy'). It is a document required by Council that reflects a reasonable agreement between the Akidamy Operators and Council in order to minimise any adverse effects upon neighbouring properties. It is required by and reflects the intention of the requirements of Council's conditions of development consent for the School.

Capacity of School

The School's capacity is for a total of 90 Children and 18 Staff, as follows:

Rooms ID	Studio	Age (yr)	House / Location	Children	Staff	Area (sqm)
N1	Nursey – N1	0 to 1	Summers	8	2	27.4
N2	Nursey – N2	1 to 2	Summers	12	3	46.4
T1	Toddler 1	2 to 3	Summers	15	3	63.7
T2	Toddler 2	2 to 3	Summers	15	3	43.2
A	K3 + Art Room	3 to 3.5	Summers	10	1	26.7
M* **	Music/Meeting	All	Summers			8.6
K3	K3	3 to 3.5	Cheriton **	20	2	56.8
K4	K4 + Art Room	3.5 to 5	Cheriton	10	1	33.5
Total No.				**90**	**15**	**306.3**
Cook			Summers House		1	
Reception			Summers House		1	
Director			Summers House		1	
Grand Total	**All Studios**	**0 to 5**	**Summers & Cheriton**	**90**	**18**	**306.3**

This refers to 105 Summers Street location which is referred to Summers House. 34 Cheriton Street is referred to Cheriton House.***Removing the meeting/music room area from the total areas = 297.7sqm or 91 children*

Location	Location	Children	Staff	Area (sqm)	Licensed Max. Capacity
Indoor	Summers House***	60	15	216	
Indoor	Cheriton House	30	3	90.3	
Grand Total Indoor	**Summers & Cheriton House**	**90**	**17**	**306.3**	**94**
Outdoor	Summers House (outdoor play area and babies play area)	60	14	410.8	
Outdoor	Cheriton House (outdoor play area and K3 play area)	30	3	287.9	
Grand Total Indoor	**Summers & Cheriton House**	**90**	**18**	**698.7**	**95**

The total licenced indoor space incorporated into the design is 306sqm (94 children based 3 sqm per child) and outdoor space is 698.7sqm (95 children based on 7sqm per child), which exceeds the requirements. The maximum operating capacity applied for the School is 90 children, which is less than four (4) children of the maximum design capacity allowable. This capacity is based upon the numbers provided by the architect and in compliance with regulatory licencing authority and Australian standards.

Staffing

The School will be operated by 18 staff (including the 15 primary contact staff and 3 administration) at any one time. There will be a structured routine where the children will be divided between their age groups of

0-2 years (Nursey), 2-3 years (Toddlers) and 3-6 years (Kindergarten). A daily program will be based on their needs and individual development/progress. Each group will be required to maintain staff to children ratios in accordance with the Childcare Regulations. Our analysis of Arrival and Departure times across our existing School supports the staffing requirements and is in accordance with the requirements of the Children's Services Regulations.

Hours of Operation

The School opens daily Monday to Friday from 7:00 am to 6:00 pm, fifty-two (52) weeks a year.

The School closes for Public Holidays and closes over the Christmas and New Year Period.

Staff Movements

Arrival Times

Not all staff arrive at the same time. The arrivals are usually staggered between the hours of 6:30am to 9:30am. Early morning shift ccommences with three (3) staff (Cook + 2 Educational Staff Members) at Summers Street and 1 staff Cheriton Street, which generally occur around 6.30 to 7:00am to allow for room setups, general operational, food preparation and safety checks. Other staff members are staggered with numbers of children from 7.00 to 9:30am. Full-time staff work for 8 hours a day with morning and afternoon tea and lunch breaks. Part-time or Casual staff work shifts as required.

Departure Times

The staff generally depart from 4.30 to 6:00 pm based on the number of children at the School and hours worked. Generally, the school is closed with two to three staff members, depending on the number of children, from 5:00 to 6:00 pm.

Monitoring

The monitoring process for outdoor play is the same for indoor play, as follows:

Age Group	Monitoring Ratio
0-2 Years	1 Staff: 4 Children
2-3 Years	1 Staff: 5 Children
3-6 Years	1 Staff: 10 Children

Parents/Children Arrival and Departure

In the morning, parents usually arrive between the hours of 7:00am – 10:00am. Similarly for pick-up, the parents would start arriving from 3:30 pm and stagger until 6:00 pm.

- Nursery to Toddlers age group of children will be dropped off at the reception area at Summers House.
- Kindergarten 3 (K3) to 4 (K4) children and parents will use the Cheriton House entrance for staff to receive.
- Children must be escorted and logged in by parents at the respective reception areas in both Summers and Cheriton Street Studios.

If parents have both younger children and old children at the School, they generally drop the younger child first at Summers House and other older child and parent will need to walk to the Cheriton House through Norwood park. This is a general rule which allows for proper sign-in and handover to educator.

Parent will pick up each child at their appropriate Cheriton or Summers House depending on age. They will not use the play space as throughfare. This allows for effective handover and communication with parents and educators about the child learning and activities. This also ensures that parents do not unnecessarily disturb the other classroom or outdoor activities across the school.

At 5:30 pm to close at 6:00 pm, the children will gather centrally at the Summers House due to the very low numbers of children remaining at the School (generally less than 5 to 6 children) and allow for adequate supervision of two to three education staff, who will be completing shutdown checks during this period.

The trends of arrival and departure times are also based upon our analysis of Arrival and Departure times across our existing School.

At all times, a legal responsible person will be on site.

Visitors, School Tours and Deliveries

Due to strict compliance regulatory requirements, all deliveries and visitors will be from Summers Street entrance to allow for proper checks and log-in requirements.

Activities

The indoor and outdoor play space at Summers and Cheriton Houses are inter-connected to allow for children and staff to have interaction and allow for movement and the shared use of the facilities based on programming, staff and children needs (i.e. music room, garden beds, staff facilities, language classes, yoga and art activities).

All Indoor and Outdoor Activities are supervised by the regulated number of trained staff. The outside play area will be used only during the School hours of operation, depending on the weather conditions.

All outdoor activities are fully supervised and monitored. Educators and children are encouraged to participate in quiet play activities.

The specified outdoor play policy and times shall be adhered to. Exceptional circumstances may apply. The School Director shall ensure that outdoor play activities are conducted in an orderly fashion and that excessive noise from children playing, etc., is avoided wherever possible and practical.

Indoor activities are programmed depending on children's needs and developmental stages. Typically, the daily routine is as follows:

Times	Activities
7:00 am - 8:00 am	Settling in for early arrivals and School Program – individual work and reading time
7:00 am - 8:00 am:	Program – individual Work
8:30 am - 9:00 am	Morning Tea
9:00 am - 11:00 am	Program – Language or Art or educational activities and outplay
11:00 am - 11:30 am	Lunchtime
11:30 am - 12:30 pm	Sleep or Rest/Time
12:30 pm - 5:00 pm	Other play and educational activity (e.g. music, art and Italian language) or Outdoor Play, and Afternoon Tea
5:00 pm - 6:00 pm	Indoor activities

Outdoor

As mentioned, the play space at Summers and Cheriton Houses are inter-connected to allow for children and staff to have interaction and allow for movement and the shared use of facilities based on programming, staff and children needs (i.e. music room, garden beds, staff facilities, language classes, yoga and art activities). Typically, the daily routine is as follows:

- Mornings: 9:00 – 11:30 am
- Afternoons: 1:00 – 4:30 pm (maybe be longer in summer or if weather appropriate)

Outdoor activities are programmed depending on children's' needs and developmental stages. Outdoor activities vary from day to day and are dependent upon the weather and the programme. They include:

- Ball games
- Team play
- Balancing, Climbing, Stepping
- Using variety of gross motor skills development equipment
- Environmental and nature based activities

- Supervised play
- Sand play
- Water based play (not swimming pool)
- Free play

Environmental Programmes Plan

Aim

The purpose of the Environmental Policy is to provide the guidelines and framework to ensure that the sustainability and environmental consciousness objectives of the Akidamy School of Early Learning are consistently met.

Method

In order to help meet these objectives, a Sustainability Audit and Sustainability Action Plan will be developed and regularly monitored. The Sustainability Action Plan will include all the action steps that are required to meet the above objectives. In addition:

- Each action step shall have a specific deliverable and an expected timeframe.
- Progress against each action step shall be monitored regularly,
- Action steps shall be updated or revised accordingly.

Key Initiatives and Activities

The School will be incorporating the following environmental initiatives and programme:

- Current and planned solar panels will generate 95 to 100% of the School Power based on winter load requirements. As the school operates during most day hours, the use of battery storage would not be efficient or cost-effective means of generating power, this will be reviewed annually to evaluate the potential 100% off grid energy power generation.
- All lighting is LED to reduce power consumptions.
- All windows have window treatments to reduce heat load on the building.
- Roofing material uses light colours to reduce heat loading to the building, including high quality insulation to further reduce the use of air conditioning.
- The use of water is also controlled and managed through use of Bluetooth control drip water systems and low use water plants.
- The school has a heavy focus on sustainability, and such, utilises as much as possible the re-use of material for educational purposes and activities. Recyclable material and other waste are separated and stored separately. We also collect all food scrap from meals which are placed in composite bin at the school and then used in our school garden. Monitoring of waste composition to identify opportunities for source separation of recycling waste materials and waste reduction activities;
- Environmental Learning Opportunities - Environmental learning opportunities for children will be developed to teach children an understanding and respect for the environment and reducing our carbon footprint and encourage families to take public transport and walk/cycle to the School. In particular, environmental learning opportunities will be designed and introduced to children.
- Parent/Family Involvement - Parents and Families will be regularly advised of the sustainability activities that children are involved in and will be asked to participate in various sustainability events and communal working sessions.
- The School design is based on 30 to 40% permanent shade structure to allow for children to play in all weather conditions all year round.
- The successfulness of the existing School implementation of operational policies is associated with the encouragement of the use of alternative modes of transportation by staff. Staff are given a financial incentive to take public transport, walk or ride a bicycle to and from work.
    - The School has approximately 20% of its staff take public transport or walk or cycle.
    - The School has a high proportion of families walking or cycling to and from the centre, with approximately 30% of all visitors walking or cycling to the centre.

Sustainability Committee

- The School will establish a Sustainability Committee made up of staff from various areas and will seek external support as required.
- The Sustainability Committee will meet at least once every three months at a time determined by the committee.
- The Sustainability Committee will be a formal working committee, however, will only have the authority to recommend a course of action to the School Director/Nominated Supervisor.

Environmental Compliance

The School will comply with all relevant environmental acts and regulations issued by Federal, State and Local government bodies.

Environmental Procurement

Environmental considerations will be taken into account when purchasing goods and services on behalf of the school, in particular:

- When purchasing products, preference will be given to items that are made from sustainably derived materials that have recycled content or can be reused or refilled.
- When purchasing or using cleaning supplies, preference will be given to items that are environmentally responsible, non-toxic and phosphate free.
- When purchasing office machines, computer equipment and appliances, preference will be given to items that have an Energy Star rating of 4 stars or more.
- When purchasing other supplies and materials, preference will be given to items that are clearly and independently certified that the product is environmentally responsible.
- Locally produced goods and services will be given preference to interstate or imported goods and services to reduce travel related emissions.

Underpinning this environmental procurement philosophy is an assumption that all other factors in the purchasing decision are also considered such as price, quality, availability, accessibility and service.

Environmental Learning Opportunities

Environmental learning opportunities for children will be developed in order to teach children an understanding and respect for the environment. In particular, environmental learning opportunities will be designed and introduced to children that:

- Develop their life skills, such as growing and preparing food, waste reduction and recycling,
- Teach them an appreciation of the natural environment and the interdependence between people, plants, animals and the land,
- Encourage energy efficiency practices such as switching off unused lights, appliances and electronic equipment,
- Promote water conservation practices such as minimising shower times and turning off taps when brushing teeth etc.
- Build a sense of responsibility for caring for the natural environment.
- Waste Management
- The School will adopt general waste management principles with a view to maximising the level of recycling and minimising general waste sent to landfill.

Energy Efficiency

- The School will adopt energy efficiency practices to minimise the amount of electricity and gas used in the normal course of business.
- All lighting is LED to reduce power consumptions.
- Current and planned solar panels will generate 95 to 100% of the School Power based on winter load requirements. As the school operates during most day hours, the use of battery storage would not be

efficient or cost effective means of generating power, this will be reviewed annual to evaluate the potential 100% off grid energy power generation.

Transport

The successfulness of the existing School implementation of operational policies associated with the encouragement of the use of alternative modes of transportation by staff. Staff are given a financial incentive to take public transport, walk or ride a bicycle to and from work.

- The School has approximately 20% of its staff take public transport or walk or cycle.
- School has a high proportion of families walking or cycling to and from the centre., with approximately 30% of all visitors walk or cycle to the centre.
- Children and School outings use public transport due to location of the School free train transport corridor and majority out of School visitors are within the Perth CBD area.

Parent/Family Involvement

- Parents and Families will be encouraged to practice waste management and energy efficiency techniques at home to allow children to receive a consistent message.
- Parents and Families will be regularly advised of the sustainability activities that children are involved in and will be asked to participate in various sustainability events and communal working sessions.

Communicating Policy to Families, Children and Team Members

Information relating to the Environmental Policy is communicated in the following ways: Newsletters, Family and Educators handbooks, team meetings and memos, planned experiences for the children, notice boards and posters, pamphlets and information sheets in the foyer, role modelling and signs displayed around the classrooms and centre etc.

Parking Management Plan

The Akidamy School of Early Learning

Aim

The purpose of the Parking Management Plan (PMP) is to provide the guidelines and framework to ensure that the compliance with changing of use application for the development approval for the development of the Akidamy School of Early Learning (School) by the City of Vincent (COV), long term sustainability and environmental consciousness objectives of the School are consistently met.

Reason

"At the Akidamy School of Early Learning, we are committed to taking an active role in caring for our environment and contributing to a sustainable future."

Method

In order to help meet the aim, a PMP will be developed and regularly monitored. The PMP will include all the actions that are required to achieve the above aim. In addition:

- Each action shall have a specific deliverable and an expected timeframe.
- Progress against each action shall be monitored regularly.
- Actions shall be updated or revised accordingly.

Location

The School is located within one of the best supported public transport locations in Western Australia; this would be similar to Day Centre opening in the Perth CBD. This makes this unique location as it has a Department of Transport (DOT) public parking station, pedestrian and cycle paths, bus and train infrastructure within a 300m radius of the Centre. This will allow the School to be a draw card for staff and parents within the COV or people travelling within the surrounding public transport network, which has multiple choices and options of getting to and leaving the School on a daily basis.

Items	Particulars and Comments
Council	City of Vincent
Address	The Akidamy School of Early Learning - Perth 103-105 Summers Street, Perth, WA
Lot No. / Plan	Lot: 38 / D/P: 28 Lot: 1 / D/P: 62743

Parking Management Compliance

- The School will have a Senior Leadership Team (i.e. SLT made up of School Director, Head of Studios and Pedagogist) and will seek external support as required to ensure compliance with the PMP.
- The SLT will meet at least every three months at a time determined by the committee to review the plan and ensure compliance with the PMP.
- At all times, the PMP and operation must at all times be with the COV "Change of Use from Grouped Dwelling to Community Use (Day Care Centre)", dated 29 July 2016 (and any subsequent amended approvals) and school policy and procedures, unless otherwise approved by the COV.

Park Management Procedure

The PMP will take into account of the following considerations:

- A minimum of seven car parking bays to be provided on site as illustrated in Figure 1 and to be designed and constructed to comply with AS2890.1 and COV requirements.

Parking Management Plan

The Akidamy School of Early Learning

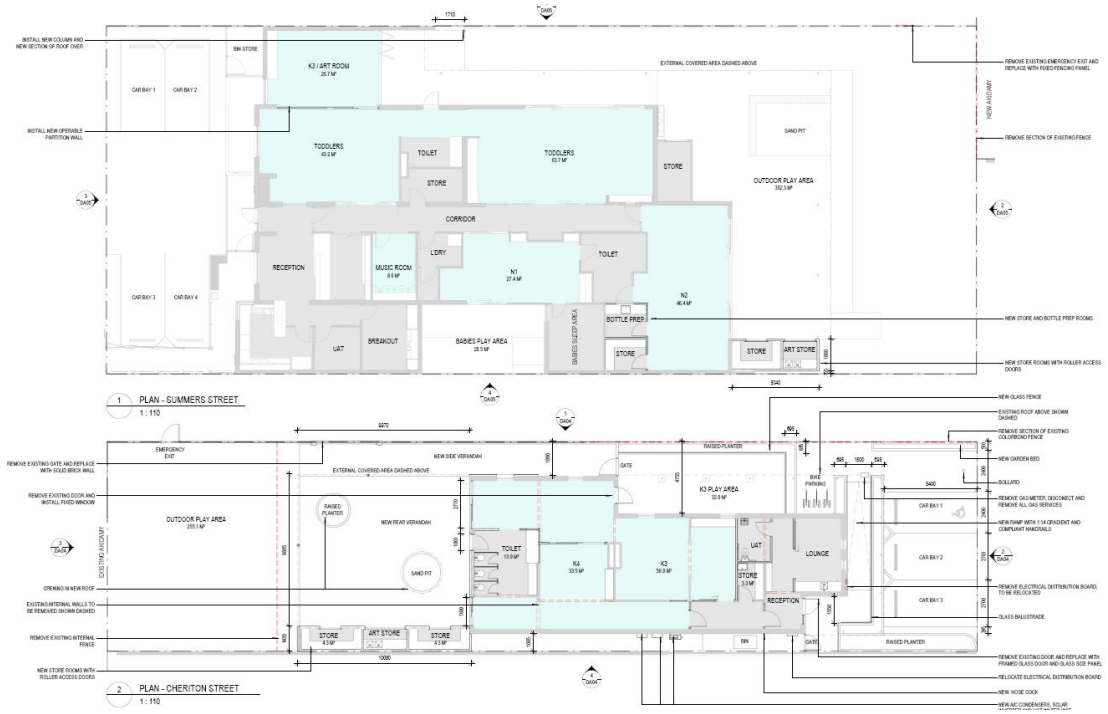


Figure 1 – Site Plan

- That car park on site shall only be used by visitors, school deliveries and parents directly associated with the School.
- At all times during peak periods of 7:00am to 10:00am, and 3:00 to 6:30pm parents have priority use of the on-site parking bays. In the event of no parking being available on-site parents are communicated to park on the street side of the School (near Norwood park and directly outside the School). It is recommended that parents during School orientation and attendance should park on the School car bays in the first instance. They should beware of their duty of care to remove their children safely and escorted them to the School and register their attendance. At no times should children or older sibling(s) be left in the car during School drop off and pickup. Parking is limited to five minutes maximum during peak periods for parents.
- Delivery drivers, School orientations and trade persons will be instructed to not attend the School or undertake works during peak periods to limit the congestion and impact on traffic and the availability of the on-site parking bays.
- Parents, staff and visitor should access the School via the authorised pedestrian access path to the building entrance.
- The Staff shall not park in the on-site car parking bays during the hours of 7:00am to 10:00am and 3:00 to 6:30pm (i.e. the peak periods).
- Staff are encouraged and rewarded (compensated) to take public transport, cycle, or walk/run to School. This is further outlined and paid quarterly as per School Policy “Environmental & Sustainability – Team Reward Program”.
- Staff are provided with assigned lockers in the staff room to change and store private valuables.
- Staff, parents, and school visitors have free access to the School End of Use Facilities (EOUF). The EOUF has free access to toiletries, clean school towels, and associated amenities.

Parking Management Plan

The Akidamy School of Early Learning

- Staff, parents, and school visitors wanting to use the bike rack and pram parking have access to free School security chains to secure items. Pass codes for these devices can be provided by the School Administrator or SLT.

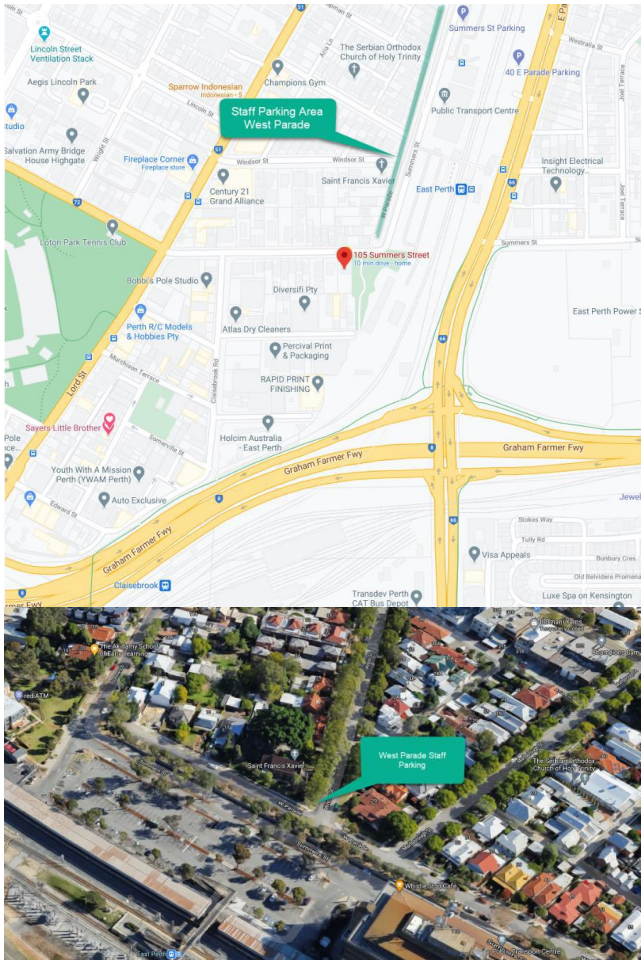


Figure 2 – Staff Parking Location on West Parade which is nearby the School

- If Staff require parking facilities, they are encouraged not park in the School on-site parking bays but utilise untimed and freely available street parking on West Parade as illustrated in Figure 3. At no stage should people park at the DOT parking station, and are instructed not park on Summers Street itself as this may impact the availability for visitors to utilise on-street parking. Its important to note that the School car bays are monitored 24 hours a day by the School security system and any non-compliance with the PMP will result in corrective action with your supervisor and SLT.

Parking Management Plan

The Akidamy School of Early Learning

Parking Allocation

The following table outlines the availability of parking for parents, visitors, staff and delivery vehicles:

Parking Allocation Description	Total Number
Car Parking Spaces	6 (Parents, Visitors, Deliveries) 1 ACROD Bay
On-site Short- and Long-Term Bicycle Parking Spaces	6 (Staff, Parents and Visitors)
Off Short- and Long-Term Bicycle Parking Spaces	2 x within 3m at Norwood Park (Staff, Parents and Visitors) 10 x within 75m at East Perth Trains Station (Staff, Parents and Visitors) 4 x within 75m on Cheriton Street (Staff, Parents and Visitors)

Additional parking is available in proximity to the School within Summers Street, West Parade and Cheriton Street.

Alterative Transport Options

The following table and figures outline the current transportation services and distance from the School:

Transportation Services	Type	Distance from Site
Midland to Perth Cycle Path	Pedestrians and Cycle	100m
East Perth Train station (Midland to Perth Line)	Train	75m
Carisbrook Tran station (Armadale/Thornlie and Midland to Perth Lines)	Train	350m
Bus Station on Lord street*	Bus (Current bus services route No 41, 42, 48 and 55)	350m

*This a free bus into the city as part of Free Transport Zone (FTZ).

Parking Management Plan

The Akidamy School of Early Learning



Figure 3 – The Akidamy School of Early Learning, Perth) illustrating Public Transport and Parking Facilities within the Area

Public and Private Parking Areas with the area

Parking Areas	Type	Distance from Site
103 to 105 Summers Street (4 on-site Parking Bays)	All Day	0m
DOT Park Station (400 Parking Bays) on West Parade	4 Hour Limit	50m
DOT Park Station (178 Parking Bays) on East Parade	All Day	300m
Street Parking - Summers St and West Parade (80 Bays)	2 Hour Limit – Summers Street and Cheriton Street All Day – West Parade	0m 50m

Environmental Learning Opportunities

Environmental learning opportunities for children will be developed in order to teach children an understanding and respect for the environment and reducing our carbon footprint and encourage families to take public

transport and walk/cycle to the School. In particular, environmental learning opportunities will be designed and introduced to children.

Parent/Family Involvement
Parents and Families will be regularly advised of the sustainability activities that children are involved in and will be asked to participate in various sustainability events and communal working sessions.

Communicating Policy to Families, Children and Team Members
Information relating to the PMP is communicated in the following ways: Newsletters, Family and Educators handbooks, team meetings and memos, planned experiences for the children, notice boards and posters, pamphlets and information sheets in the foyer, role modelling and signs displayed around the studios and School etc.

Policy Review Statement
All policies will be reviewed annually in consultation with Families, Team Members and Management. Any changes in legislation, regulations, Quality Assurance and other standards will be considered in the review process. Any changes in policies or procedures will be communicated to families and Team Members verbally and in writing. Failure to abide by guidelines will result in disciplinary action.

Waste Management Plan

The Akidamy School of Early Learning

Aim

The purpose of the Waste Management Plan (WMP) is to provide the guidelines and framework to ensure that the compliance with changing of use application for the development approval for the development of the Akidamy School of Early Learning (School) by the City of Vincent (COV), long term sustainability and environmental consciousness objectives of the School are consistently met. This WMP has been prepared to outline how waste is to be stored and collected from the proposed development.

Reason

"At the Akidamy School of Early Learning, we are committed to taking an active role in caring for our environment and contributing to a sustainable future."

Method

In order to help meet the aim, a WMP will be developed and regularly monitored. The WMP will include all the actions that are required to achieve the above aim. In addition:

- Each action shall have a specific deliverable and an expected timeframe.
- Progress against each action shall be monitored regularly.
- Actions shall be updated or revised accordingly.

Location

The Akidamy has been successful operating 63 children since 2018 at Lot 38 (No. 105) Summers Street, Perth and is located within one of the best supported public transport locations in Western Australia; this would be similar to Day Centre opening in the Perth CBD. This makes this unique location as it has a Department of Transport (DOT) public parking station, pedestrian and cycle paths, bus and train infrastructure within a 300m radius of the Centre. This will allow the School to be a draw card for staff and parents within the COV or people travelling within the surrounding public transport network, which has multiple choices and options of getting to and leaving the School on a daily basis.

It is currently proposing to expand its operations from 63 to 90 children across two lots (i.e Lot 38 (No. 105) Summers Street, Perth and Lot 1 (No. 34) Cheriton Street, Perth refer to **Figure 1**). The Summers Street (Summers House) will hold 60 children and will be main entrance for the school and for all deliveries, food supply, and school kitchen. The Akidamy is seeking Development Approval for an expansion of the school to 90 children with 30 additional children being housed at the adjoining lot on Cheriton Street (Cheriton House).

Items	Particulars and Comments
Council	City of Vincent
Address	The Akidamy School of Early Learning – Perth Summers House - Lot: 38 (105 Summers Street, Perth, WA) Cheriton House – Lot 1 (34 Cheriton Street, Perth WA)

Waste Management Objectives

The objective of this WMP is to outline the equipment and procedures that will be adopted to manage all waste at the subject site. Specifically, the Plan demonstrates that the Centre has be designed to:

- Adequately cater for the anticipated quantities of waste and recyclables to be generated by the proposed expansion to Cheriton House;
- Provide a suitable Bin Storage Area including appropriate receptacles for the commercial development; and

Waste Management Plan

The Akidamy School of Early Learning

- Allow for efficient servicing of receptacles by appropriate waste collection vehicles to the commercial development.

To achieve this, we have outlined our current waste management plan that is place and forecasted requirements as part of our development application in the Table below. Current Summers House based on the last 12 months historical records current have one (1) 660L bin for general waste and one (1) 660L bin for recycling based on waste generation rates and size of our school (430sqm and 60 children). They are stored in purpose-built bin store area with as per COV standards. The school has heavy focus on sustainability, and such utilises as much as possible the re-use of material for educational purposes and activities. The location of the bin collection (as per Figure 1) by JJ Richard and Son a private contractor.

We also collect all food scrape from meals which are placed in composite bin at the school, which then used in our school garden.

Based on current waste generation rates we estimated based on expanded building foot print of 170sqm and licence child capacity increase of 90 that we will one (1) 240L bin for general waste and one (1) 240L bin for recycling which is shown in Figure 1). Furthermore, we also believe that we have enough capacity in our current food composite bin.

Items	Bin Size (L)	Location	Building Size	Children	No. of Bins	Collection Frequency	Collection
General Waste	660	**Summers House** Lot 38 (No. 105) Summers Street, Perth	430m^2	60	1	Currently in Place - one times per week	**JJ Richard & Son (Private Contractor)**
Recycling	660				1		
Generarl Waste	240	**Cheriton House** Lot 1 (No. 34) Cheriton Street, Perth	170m^2	30	1	One times per week	
Recycling	240				1	One times per week	

Our current pactice in place is for all waste to If the waste is to be collected by a private contractor, the bins will be collected from on-site, within the car parking area. The bins will be collected during the period of 10am to 2pm. This will not adversely impact the parking at the school as it is outside of the peak AM and PM periods when there will be no demand for parking.

Waste Management Design

The bin storage area is located at the ground level of the Summers and Cheriton House adjacent to the on-site parking area. The bin storage area will:

- Have an impervious floor draining to the sewer and a trap to facilitate washing of the Bins in the Bin Storage Area;
- Have doors that will be vermin proof;
- Be ventilated to a suitable standard;
- Be cleaned when required to reduce potential odours (the Bins, floor and walls); and
- Have a designated area inside the Bin Storage Area where the Bins will be washed down.

Waste Management Activities

The School Director will be responsible for managing the waste collection at the Akidamy. The School Director will be responsible for completing the following tasks:

- Monitoring of the Bin Storage Area including ensuring the bins are arranged in such a way that there is always capacity for general waste and recycling in the front bins at all times;

Waste Management Plan

The Akidamy School of Early Learning

- Wheeling the bins required to be serviced out of the Bin Storage Area to be serviced one at a time during collection times;
- Monitoring of waste composition to identify opportunities for source separation of recycling waste materials and waste reduction activities;
- Delegating and organising for Maintenance of the Bins and the Bin Storage Area; and
- Organising for the Clean the Bins and the Bin Storage Area when required.

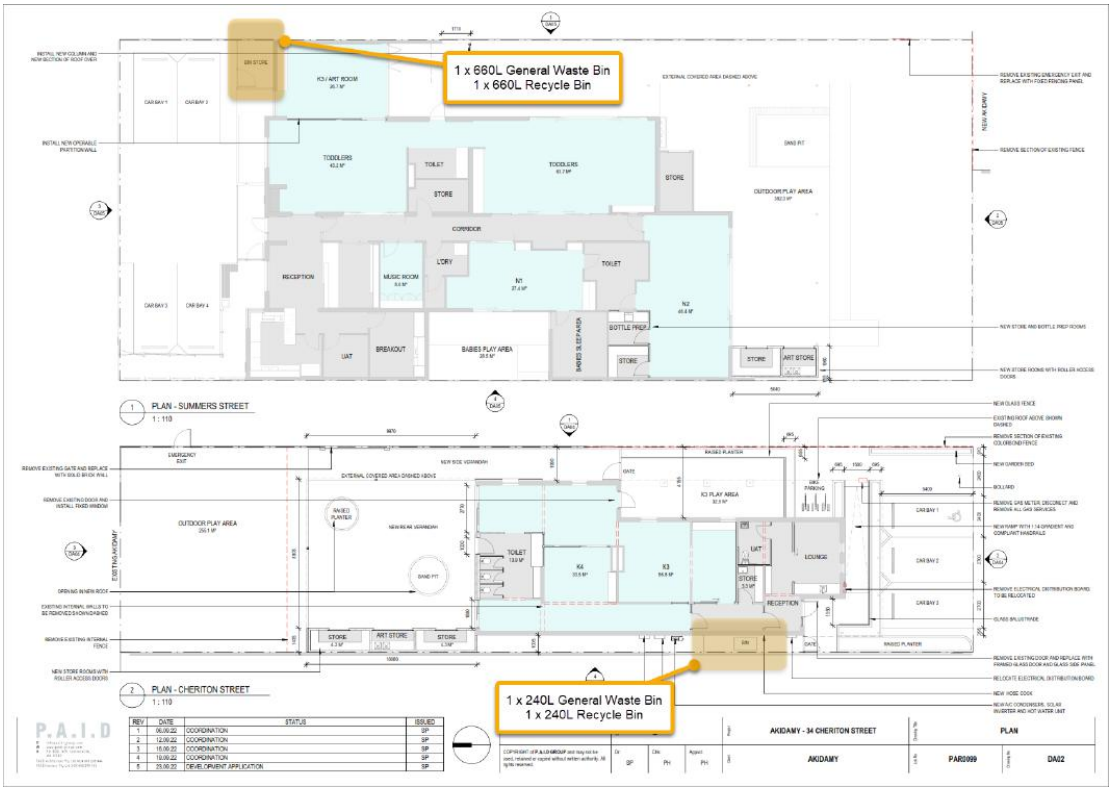


Figure 1 – Site Plan

Conclusion

The expanded school will be serviced by one (1) 660L and one (1) 240L general waste bins and one (1) 660L and one (1) 240L recycling waste bins which will be collected once a per week by the private contractor.

This WMP demonstrates that the proposed development will be serviced by sufficient bin storage facilities based on the estimated waste generated by the development. This WMP will be reviewed as part of the:

- Environmental Learning Opportunities - Environmental learning opportunities for children will be developed in order to teach children an understanding and respect for the environment and reducing our carbon footprint and encourage families to take public transport and walk/cycle to the School. In particular, environmental learning opportunities will be designed and introduced to children.
- Parent/Family Involvement - Parents and Families will be regularly advised of the sustainability activities that children are involved in and will be asked to participate in various sustainability events and communal working sessions.

Waste Management Plan

The Akidamy School of Early Learning

- Communicating Policy to Families, Children and Team Members - Information relating to the WMP is communicated in the following ways: Newsletters, Family and Educators handbooks, team meetings and memos, planned experiences for the children, notice boards and posters, pamphlets and information sheets in the foyer, role modelling and signs displayed around the studios and School etc.

Policy Review Statement

All policies will be reviewed annually in consultation with Families, Team Members and Management. Any changes in legislation, regulations, Quality Assurance and other standards will be considered in the review process. Any changes in policies or procedures will be communicated to families and Team Members verbally and in writing. Failure to abide by guidelines will result in disciplinary action.

9.1.1 FURTHER REPORT: Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth – Proposed Change of Use from Grouped Dwelling to Community Use (Day Care Centre)

Ward:	South	**Date:**	2 September 2016
Precinct:	EPRA Precinct 15 – Claisebrook Road North	**File Ref:**	PR50539; 5.2015.586.1
Attachments:	1 – Consultation Map 2 – Amended Development Application Plans 3 – KCTT Traffic Impact Assessment dated July 2016 4 – DVC Independent Traffic Review 5 – Acoustic Report revised July 2016 6 – Additional Information from applicant dated 13 July 2016 7 – Determination Advice Notes 8 – Car Parking Table		
Tabled Items:	Nil		
Reporting Officer:	C Sullivan, Statutory Planning Officer		
Responsible Officer:	P Di Perna, Acting Director Development Services		

RECOMMENDATION:

That Council, pursuant to its powers under the Local Government (Change of District Boundaries) Order 2007 and the *Local Government (Constitution) Regulations 1998*, Regulation 5(4)(c), allowing the City of Vincent to, in effect, administer the City of Perth Town Planning Scheme as if it were its own Scheme, and in accordance with the provisions of the Metropolitan Region Scheme, APPROVES the application for Change of Use from Grouped Dwelling to Community Use (Day Care Centre) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth in accordance with plans date stamped 29 July 2016, as shown on Attachment 2, subject to the Determination Advice Notes in Attachment 7 and the following conditions:

1. Use of the Premises

1.1 A maximum of 60 children and 15 staff are permitted on site at any one time;

1.2 The Day Care Centre shall only operate between:

- **Monday to Friday: 7:00am – 6:30pm and**
- **Closed Saturday, Sunday and Public Holidays;**

2. Boundary Wall

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall facing No. 107 Summers Street to the west and Norwood Park to the east in a good and clean condition. The finish of the wall is to be fully rendered or face brickwork to the satisfaction of the City;

3. Car Parking and Access

3.1 A minimum of four car parking bays shall be provided onsite;

3.2 The car park shall only be used by visitors directly associated with the development;

3.3 The staff shall not park in the onsite car park during the hours of 7:00am – 10:00am and 3:00pm to 6:30pm;

3.4 At all times at least 1 car bay shall be available for pick up/drop off;

3.5 The car parking and access areas are to comply with the requirements of AS2890.1;

3.6 Vehicle and pedestrian access points are required to match into existing footpath levels;

3.7 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and

3.8 Prior to occupancy or use of the development the car parking areas on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans, completed to the satisfaction of the City and maintained thereafter by the owner(s)/occupier(s);

4. External Fixtures

All external fixtures shall not be visually obtrusive from Summers Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like;

5. Verge Trees

No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;

6. Parking Management Plan

A Management Plan is to be submitted as part of the application for building permit and shall be approved by the City prior to the commencement of the development, a copy of which is to be provided to all parents and staff, detailing but not limited to, the following:

6.1 Drop off and pick up procedure;
6.2 Staff parking;
6.3 Services/delivery vehicle procedure; and
6.4 All points detailed in Condition 3 – Car Parking and Access;

7. Acoustic Report and Noise Management Plan

7.1 The recommended measures of the report dated July 2016 shall be implemented and shall include a Noise Management Plan to be submitted and approved by the City prior to the use or occupation of the development and, as a minimum addresses the following:

7.1.2 Operating Hours;
7.1.2 Predicted noise levels from Indoor Child Play and applicable noise management practices to control sound levels;
7.1.3 Predicted noise levels from Outdoor Child Play and applicable noise management practices to control sound levels;
7.1.4 Use and style of amplified music;
7.1.5 Duration and frequency of 'play times' applicable to each and all age groups;
7.1.6 Time and frequency of waste collection and deliveries at the premises; and
7.1.7 Community relations/complaint management procedure;

7.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the acoustic report have been undertaken to the City's satisfaction, prior to occupancy or use of the development;

8. Landscape and Reticulation Plan

8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is to form part of the application for a Building Permit and shall be 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:

8.1.1 The location and type of existing and proposed trees and plants with specific emphasis on landscaping forward of the building line;
8.1.2 Areas to be irrigated or reticulated; and
8.1.3 The removal of redundant crossovers;

8.2 All works shown in the plans approved with the Building Permit shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

9. Waste Management

9.1 A Waste Management Plan is to form part of the application for a Building Permit and shall be approved by the City prior to commencement of the development detailing a bin store to accommodate the City's specified bin requirement; and

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

10. Stormwater

Prior to occupancy or use of the development all storm water collected on the subject land shall be retained onsite, by suitable means to the satisfaction of the City; and

11. Where any of the above conditions have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

Moved Cr Murphy, Seconded Cr Harley

That the recommendation be adopted.

Debate ensued.

PROPOSED AMENDMENT:

Moved Cr Cole, Seconded Cr Topelberg

That the following Conditions 7.3 and 7.4 be inserted as follows:

"7.3 The acoustic report be amended to the satisfaction of the City, prior to the commencement of development, to include provision of an acoustic barrier along the western boundary for the length of the babies play area and include recommendations in relation to the implementation of the barrier; and

7.4 The proposal include, as part of the submission for building permit, the installation of an acoustic barrier along the western boundary for the length of the babies play area to the satisfaction of the City;"

Debate ensued.

AMENDMENT PUT AND CARRIED (7-1)

For: Presiding Member Mayor John Carey, Cr Buckels, Cr Cole, Cr Harley, Cr Gontaszewski, Cr McDonald and Cr Topelberg
Against: Cr Murphy

(Cr Loden was on approved leave of absence for the Meeting.)

Debate ensued.

MOTION AS AMENDED PUT AND CARRIED (6-2)

For: Cr Cole, Cr Harley, Cr Gontaszewski, Cr McDonald, Cr Murphy and Cr Topelberg
Against: Presiding Member Mayor John Carey and Cr Buckels

(Cr Loden was on approved leave of absence for the Meeting.)

COUNCIL DECISION ITEM 9.1.1

That Council, pursuant to its powers under the Local Government (Change of District Boundaries) Order 2007 and the *Local Government (Constitution) Regulations 1998*, Regulation 5(4)(c), allowing the City of Vincent to, in effect, administer the City of Perth Town Planning Scheme as if it were its own Scheme, and in accordance with the provisions of the Metropolitan Region Scheme, APPROVES the application for Change of Use from Grouped Dwelling to Community Use (Day Care Centre) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth in accordance with plans date stamped 29 July 2016, as shown on Attachment 2, subject to the Determination Advice Notes in Attachment 7 and the following conditions:

1. Use of the Premises

1.1 A maximum of 60 children and 15 staff are permitted on site at any one time;

1.2 The Day Care Centre shall only operate between:

- **Monday to Friday: 7:00am – 6:30pm and**
- **Closed Saturday, Sunday and Public Holidays;**

2. Boundary Wall

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall facing No. 107 Summers Street to the west and Norwood Park to the east in a good and clean condition. The finish of the wall is to be fully rendered or face brickwork to the satisfaction of the City;

3. Car Parking and Access

3.1 A minimum of four car parking bays shall be provided onsite;

3.2 The car park shall only be used by visitors directly associated with the development;

3.3 The staff shall not park in the onsite car park during the hours of 7:00am – 10:00am and 3:00pm to 6:30pm;

3.4 At all times at least 1 car bay shall be available for pick up/drop off;

3.5 The car parking and access areas are to comply with the requirements of AS2890.1;

3.6 Vehicle and pedestrian access points are required to match into existing footpath levels;

3.7 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and

3.8 Prior to occupancy or use of the development the car parking areas on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans, completed to the satisfaction of the City and maintained thereafter by the owner(s)/occupier(s);

4. External Fixtures

All external fixtures shall not be visually obtrusive from Summers Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like;

5. Verge Trees

No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;

6. Parking Management Plan

A Management Plan is to be submitted as part of the application for building permit and shall be approved by the City prior to the commencement of the development, a copy of which is to be provided to all parents and staff, detailing but not limited to, the following:

6.1 Drop off and pick up procedure;
6.2 Staff parking;
6.3 Services/delivery vehicle procedure; and
6.4 All points detailed in Condition 3 – Car Parking and Access;

7. Acoustic Report and Noise Management Plan

7.1 The recommended measures of the report dated July 2016 shall be implemented and shall include a Noise Management Plan to be submitted and approved by the City prior to the use or occupation of the development and, as a minimum addresses the following:

7.1.2 Operating Hours;
7.1.2 Predicted noise levels from Indoor Child Play and applicable noise management practices to control sound levels;
7.1.3 Predicted noise levels from Outdoor Child Play and applicable noise management practices to control sound levels;
7.1.4 Use and style of amplified music;

7.1.5 Duration and frequency of 'play times' applicable to each and all age groups;
7.1.6 Time and frequency of waste collection and deliveries at the premises; and
7.1.7 Community relations/complaint management procedure;

7.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the acoustic report have been undertaken to the City's satisfaction, prior to occupancy or use of the development;

7.3 The acoustic report be amended to the satisfaction of the City, prior to the commencement of development, to include provision of an acoustic barrier along the western boundary for the length of the babies play area and include recommendations in relation to the implementation of the barrier; and

7.4 The proposal include, as part of the submission for building permit, the installation of an acoustic barrier along the western boundary for the length of the babies play area to the satisfaction of the City;

8. Landscape and Reticulation Plan

8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is to form part of the application for a Building Permit and shall be 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:

8.1.1 The location and type of existing and proposed trees and plants with specific emphasis on landscaping forward of the building line;
8.1.2 Areas to be irrigated or reticulated; and
8.1.3 The removal of redundant crossovers;

8.2 All works shown in the plans approved with the Building Permit shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

9. Waste Management

9.1 A Waste Management Plan is to form part of the application for a Building Permit and shall be approved by the City prior to commencement of the development detailing a bin store to accommodate the City's specified bin requirement; and

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

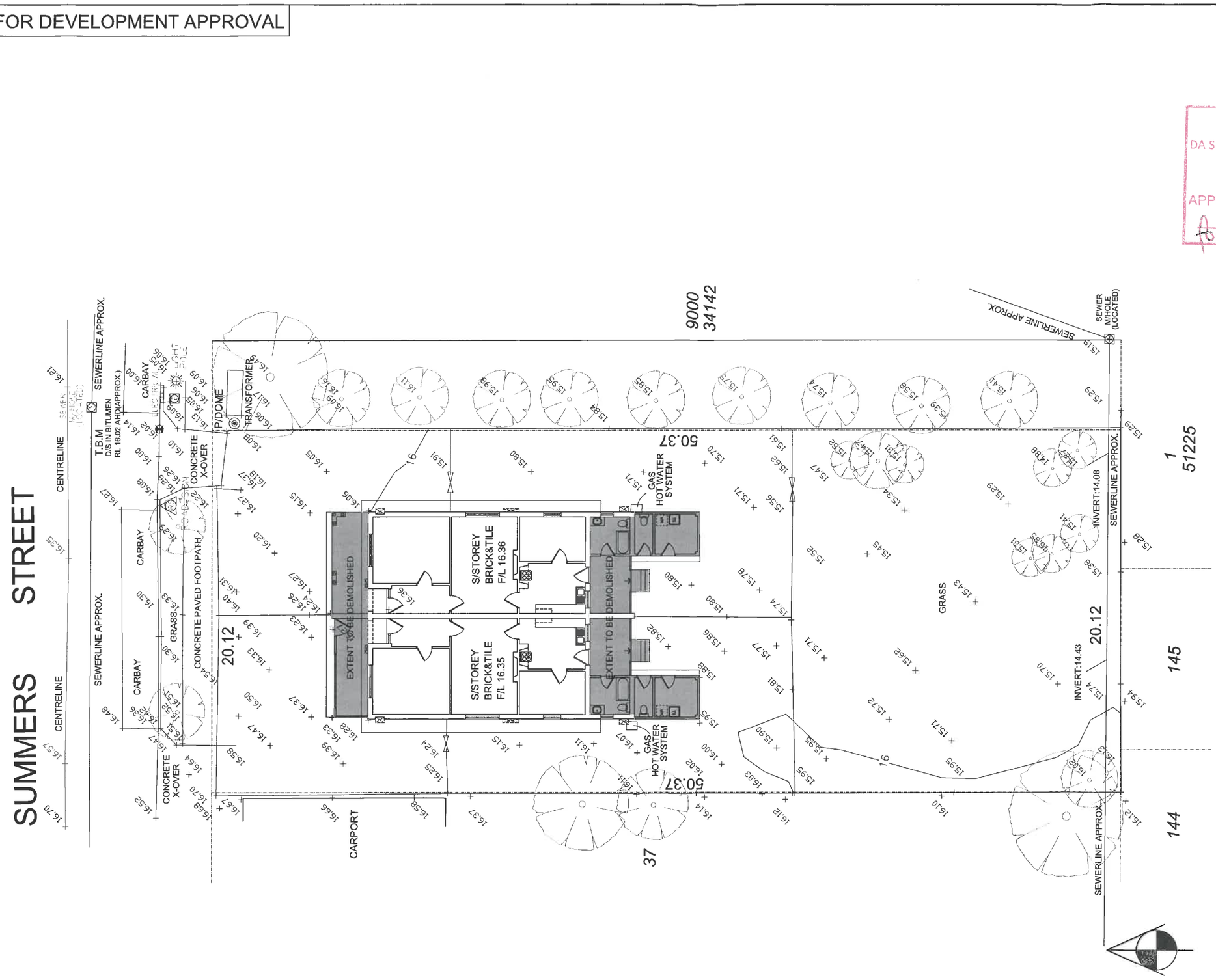
10. Stormwater

Prior to occupancy or use of the development all storm water collected on the subject land shall be retained onsite, by suitable means to the satisfaction of the City; and

11. Where any of the above conditions have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply

with the requirements of the condition continues whilst the approved development exists.

FOR DEVELOPMENT APPROVAL



EXISTING SITE & FLOOR PLAN
Scale 1:200

NOTES

CITY OF VINCENT
DA SERIAL No 5.2015.586.1
06 OCT 2016
APPROVED OMC 20/9/16
for CMS
MANAGER APPROVAL SERVICES

REV:	DETAILS:	DATE:
G	FOR DEVELOPMENT APPROVAL	29.07.16
F	FOR DEVELOPMENT APPROVAL	13.07.16
E	FOR DEVELOPMENT APPROVAL	08.07.16
D	FOR DEVELOPMENT APPROVAL	22.04.16
C	FOR DEVELOPMENT APPROVAL	13.04.16
B	FOR INFO - COUNCIL MEETING	04.04.16
A	FOR INFORMATION - COUNCIL	21.03.16

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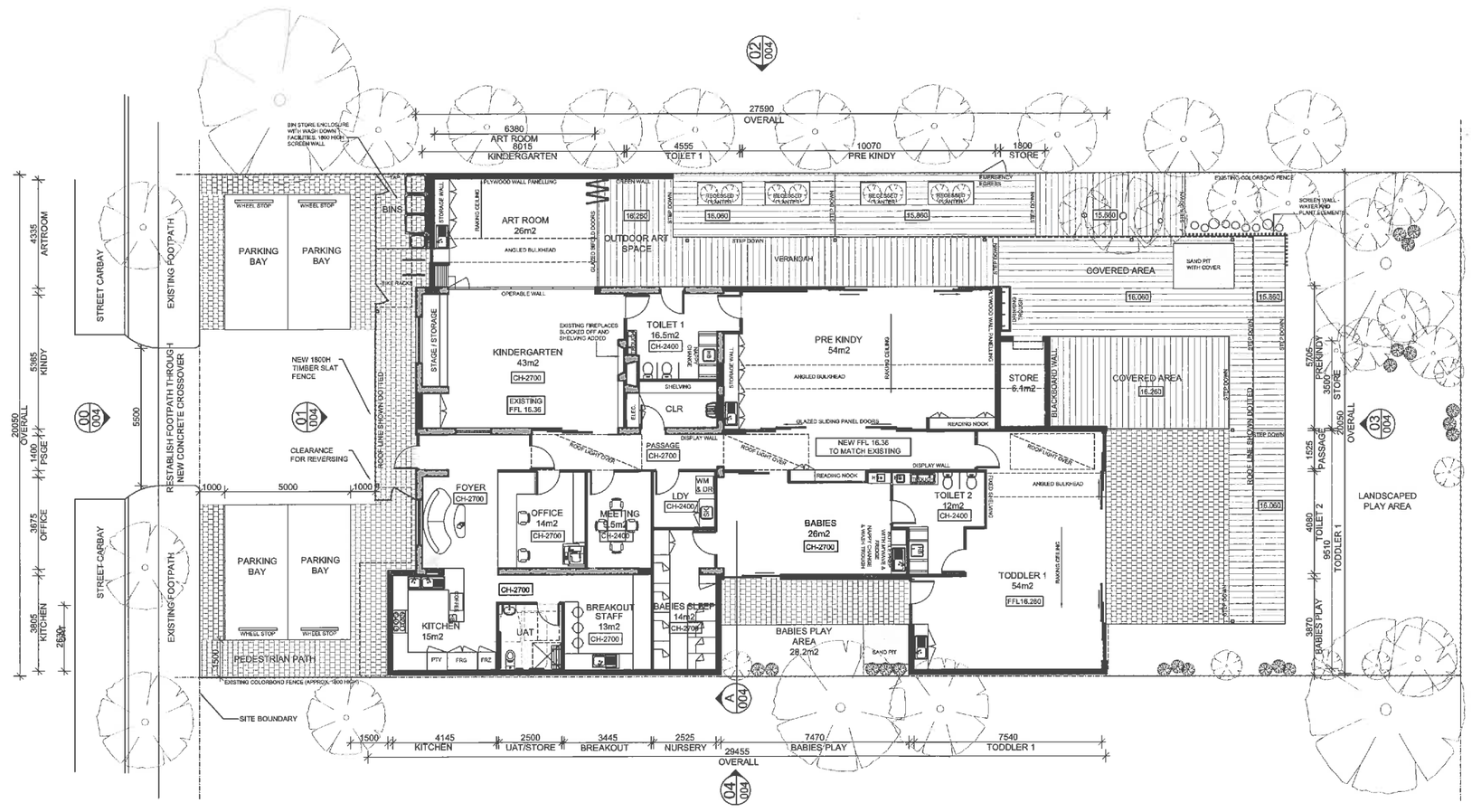
THE AKIDAMY SCHOOL OF EARLY LEARNING
LOT 38 (103-105) SUMMERS ST, PERTH WA 6000

habitat1 architects . interiors . builders
T: (08) 9441 8400
F: (08) 9441 8411
W: www.habitat1.com.au
P: PO Box 678 Wembley WA 6913
A: 353 Cambridge Street, Wembley

DRAWING TITLE
EXISTING SITE & FLOOR PLAN

DATE	DRAWN BY	DRAWING NO.
13.07.2016	NM & SM	001
SCALE	REVISION	
1:200@A3	G	

FOR DEVELOPMENT APPROVAL



PROPOSED SITE & FLOOR PLAN - GRD FL
Scale 1:200

NORTH

NOTES

CITY OF VINCENT
DA SERIAL No 5.2016.586.1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES

G	REVISED FOR DEVELOPMENT APPROVAL	29.07.16
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C	FOR DEVELOPMENT APPROVAL	13.04.16
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REV:	DETAILS:	DATE:

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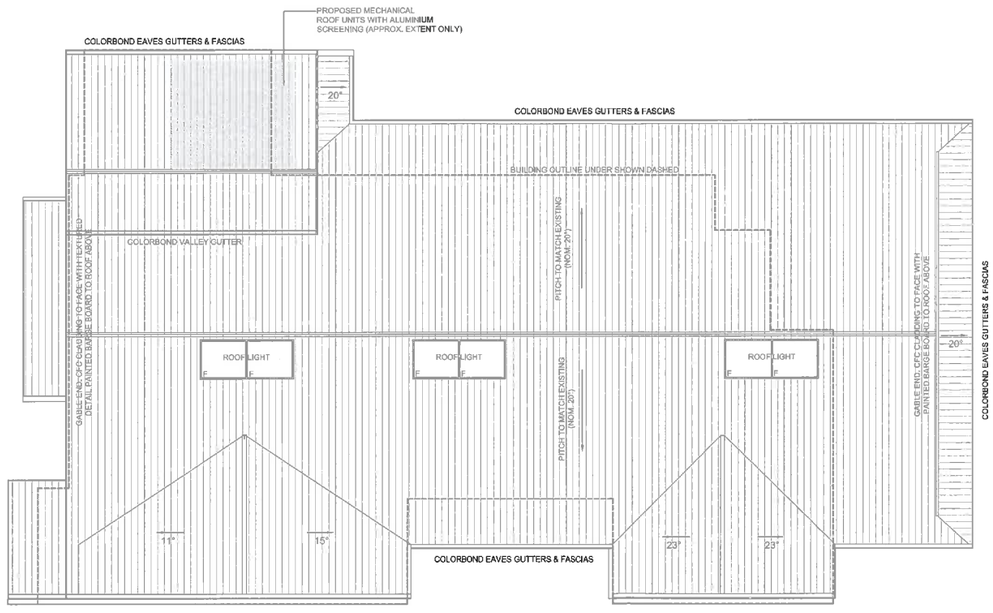
DRAWING TITLE
PROPOSED SITE & GRD FL PLAN

DATE	DRAWN BY	DRAWING NO.
29.07.2016	NM & SM	002
SCALE	REVISION	
1:200@A3	G	

FOR DEVELOPMENT APPROVAL



PROPOSED ROOF PLAN
Scale 1:200

NORTH

NOTES

CITY OF VINCENT
DA SERIAL No 5-2015-586-1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES

REV:	DETAILS:	DATE:
G	REVISED FOR DEVELOPMENT APPROVAL	29.07.16
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E	REVISED FOR DEVELOPMENT APPROVAL	08.07.16
D	REVISED FOR DEVELOPMENT APPROVAL	22.04.16
C	FOR DEVELOPMENT APPROVAL	16.04.16
B	FOR INFO - COUNCIL MEETING	04.04.16
A	FOR INFORMATION - COUNCIL	21.03.16

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DRAWING TITLE
PROPOSED ROOF PLAN

DATE	DRAWN BY	DRAWING NO.
29.07.2016	NM & SM	003
SCALE	REVISION	
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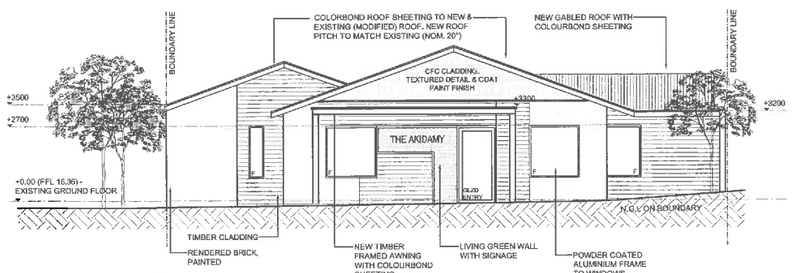
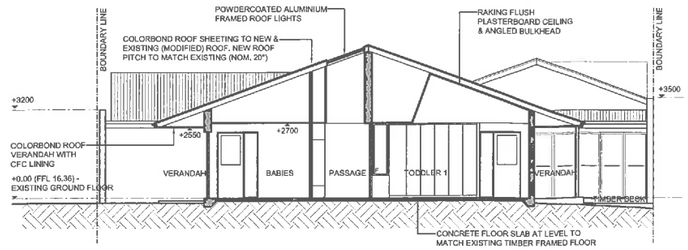
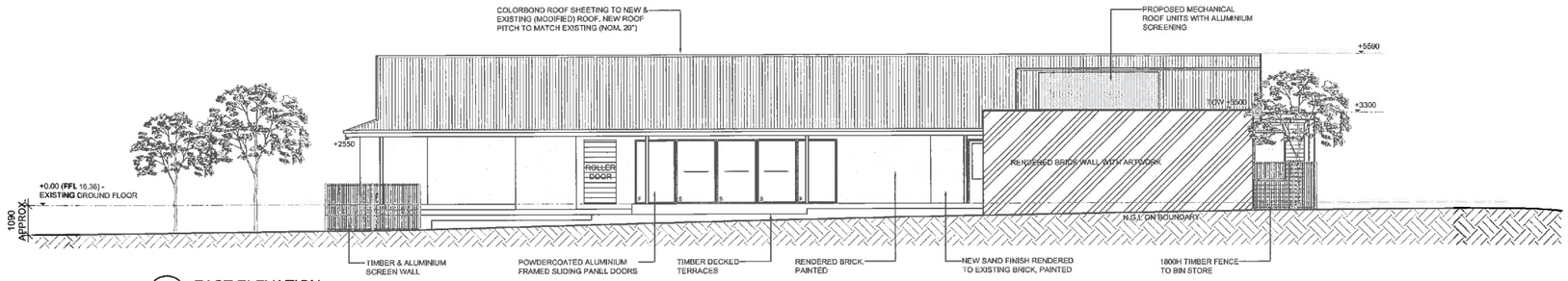
FOR DEVELOPMENT APPROVAL



01 002 NORTH ELEVATION
SCALE 1:200

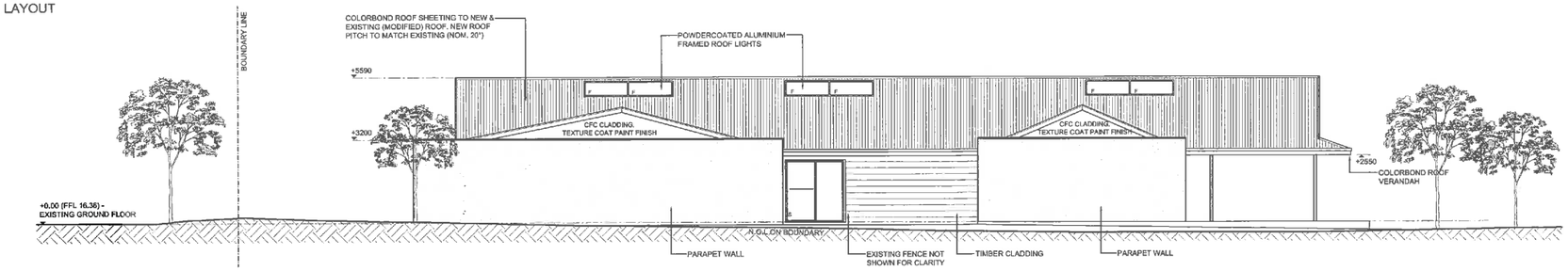


A 002 SECTION A
SCALE 1:200

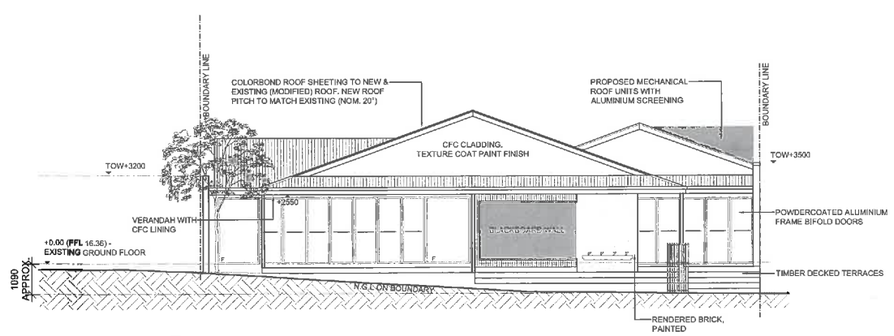


02 002 EAST ELEVATION
SCALE 1:200

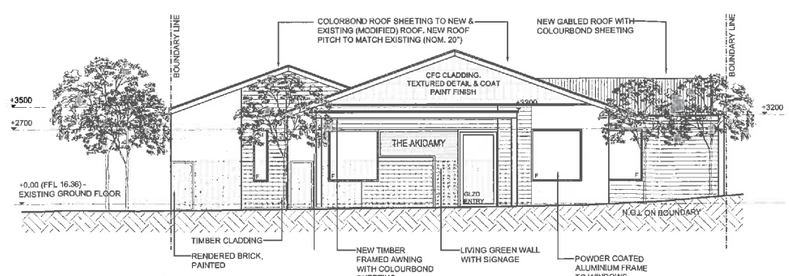
OOF LINE HAS NOT BEEN CHANGED TO SUIT NEW RKING LAYOUT



04 002 WEST ELEVATION
SCALE 1:200



03 002 SOUTH ELEVATION
SCALE 1:200



00 002 STREET ELEVATION
SCALE 1:200

NOTES

CITY OF VINCENT
DA SERIAL No 5.2015.586.1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES

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DRAWING TITLE
PROPOSED ELEVATIONS : E1 TO E4

DATE	DRAWN BY	DRAWING NO.
29.07.2016	NM & SM	004
SCALE	REVISION	
1:200@A3	G	

ITEMS APPROVED *"EN BLOC"*:

The following Items were adopted unopposed and without discussion *"En Bloc"*, as recommended:

COUNCIL DECISION

Moved: Cr Castle, Seconded: Cr Wallace

That the following unopposed items be adopted "En Bloc", as recommended:

Items 9.3, 9.5, 11.3, 11.4, 11.5, 12.4 and 12.7

CARRIED UNANIMOUSLY (8-0)

For: Mayor Cole, Cr Gontaszewski, Cr Castle, Cr Fotakis, Cr Loden, Cr Topelberg, Cr Smith and Cr Wallace

Against: Nil

(Cr Hallett was an apology for the Meeting.)

9.3 NOS. 103-105 (LOT: 38; D/P: 28) SUMMERS STREET, PERTH - PROPOSED CHILD CARE PREMISES (AMENDMENT TO APPROVED)

Ward: South

Attachments:
1. Location Plan
2. Previous Minutes of Approval and Plans
3. Development Plans

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Change of Use to Child Care Premises (Amendment to Approved) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth, in accordance with the plans shown in Attachment 3 dated 5 October 2020, subject to the following:

1. All conditions and advice notes detailed on development approval 5.2015.586.1 granted on 20 September 2016 continue to apply to this approval, except as follows:

1.1 Condition 1 is amended to read as follows:

1.1 A maximum of 63 children and 15 staff are permitted on site at any one time;

1.2 The Child Care Premises shall only operate between:

- **Monday to Friday: 7:00am – 6:30pm; and**
- **Closed Saturday, Sunday and Public Holidays.**

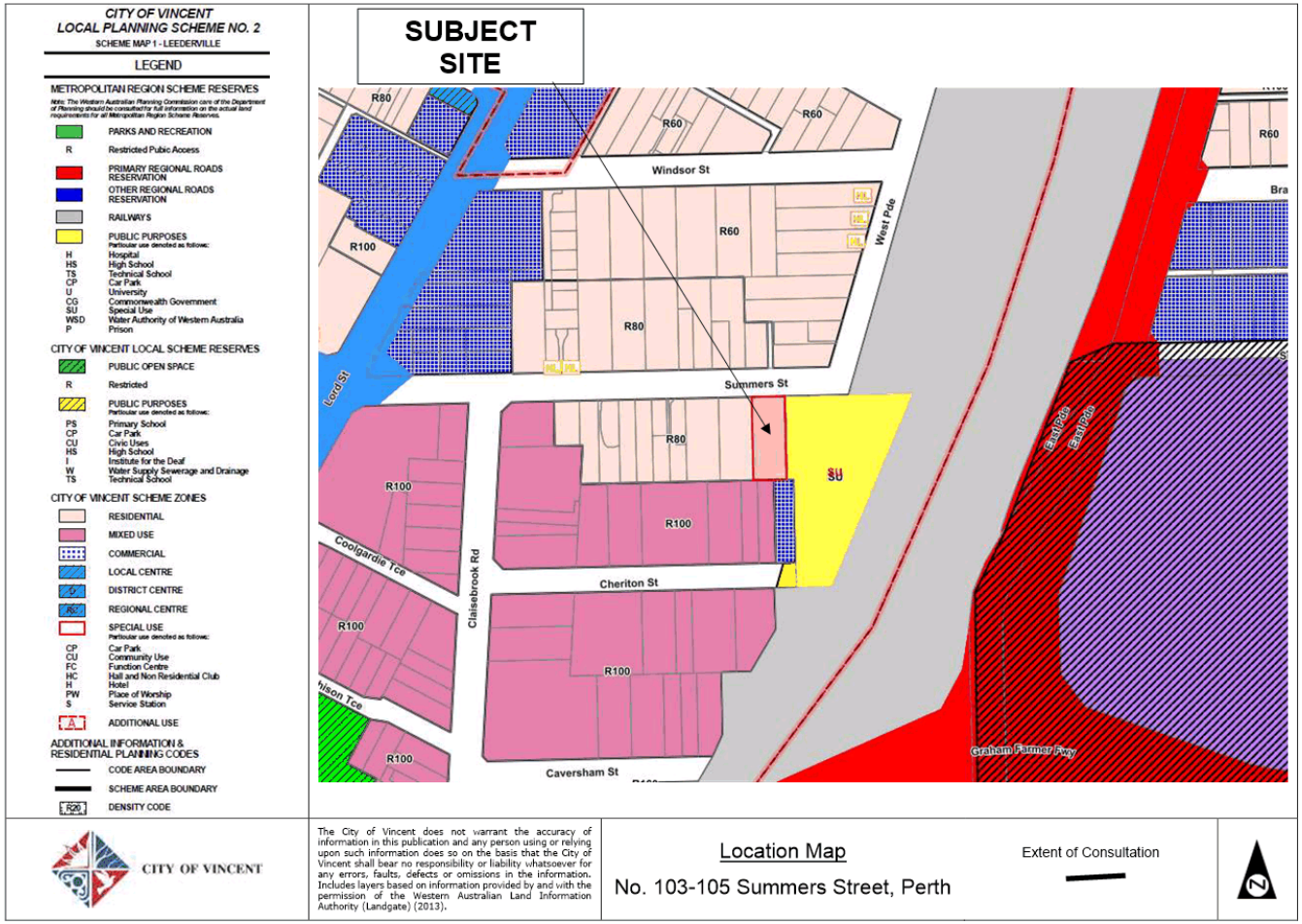
COUNCIL DECISION ITEM 9.3

Moved: Cr Castle, Seconded: Cr Wallace

That the recommendation be adopted.

CARRIED UNANIMOUSLY "*EN BLOC*" (8-0)

(Cr Hallett was an apology for the Meeting.)


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
SUBJECT SITE
R80
R60
Windsor St
West Pde
R100
Lord St
Summers St
SU
East Pde
Coolgardie Tce
Claisebrook Rd
Cheriton St
Caversham St
Graham Farmer Fwy
CITY OF VINCENT
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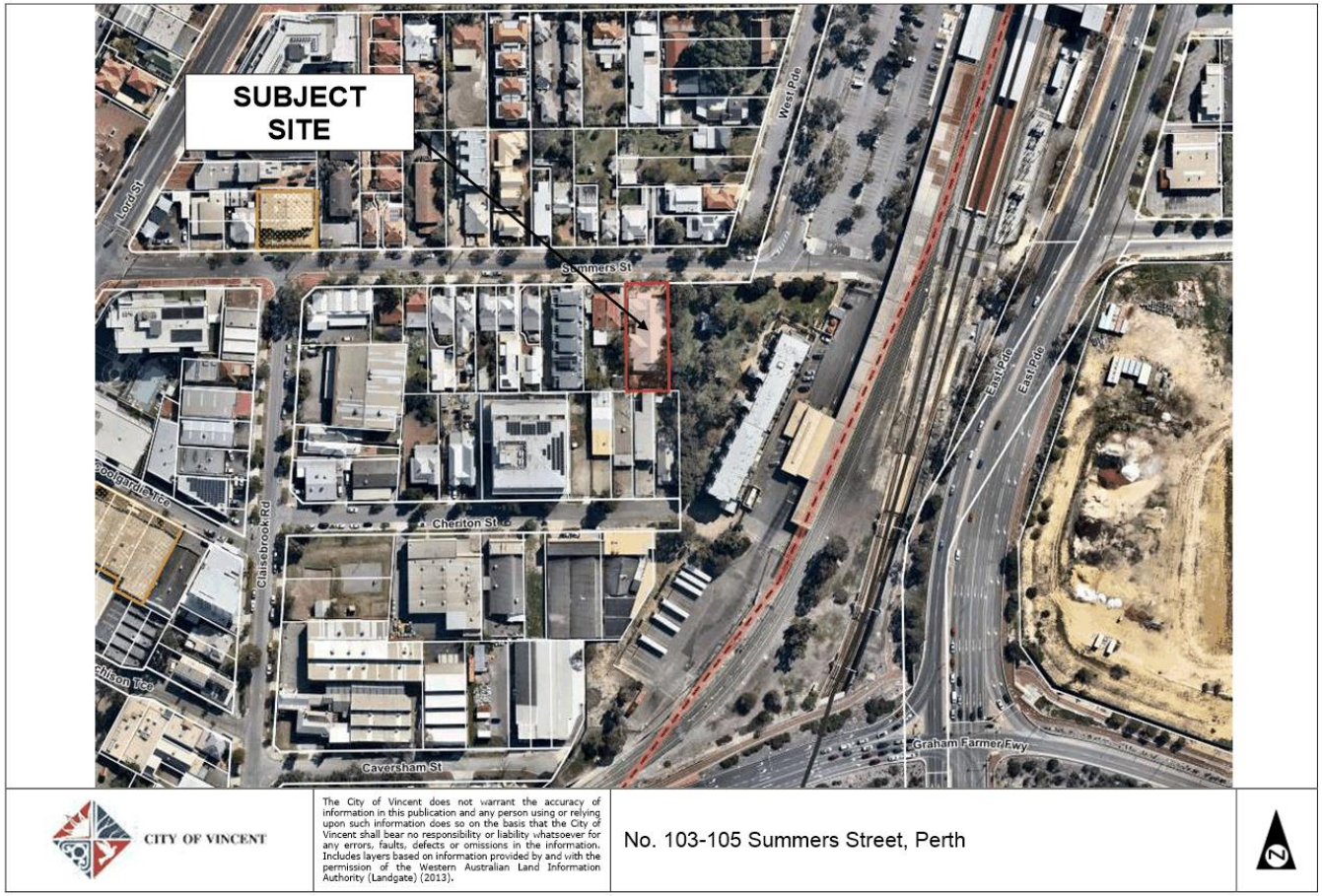
Location Map
No. 103-105 Summers Street, Perth
Extent of Consultation


SUBJECT SITE
Lord St
West Pde
Summers St
East Pde
East Pde
Chesterbrook Rd
Chesterton St
Caversham St
Graham Farmer Fwy
CITY OF VINCENT
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No. 103-105 Summers Street, Perth
N

9.1.1 FURTHER REPORT: Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth – Proposed Change of Use from Grouped Dwelling to Community Use (Day Care Centre)

Ward:	South	**Date:**	2 September 2016
Precinct:	EPRA Precinct 15 – Claisebrook Road North	**File Ref:**	PR50539; 5.2015.586.1
Attachments:	1 – Consultation Map 2 – Amended Development Application Plans 3 – KCTT Traffic Impact Assessment dated July 2016 4 – DVC Independent Traffic Review 5 – Acoustic Report revised July 2016 6 – Additional Information from applicant dated 13 July 2016 7 – Determination Advice Notes 8 – Car Parking Table		
Tabled Items:	Nil		
Reporting Officer:	C Sullivan, Statutory Planning Officer		
Responsible Officer:	P Di Perna, Acting Director Development Services		

RECOMMENDATION:

That Council, pursuant to its powers under the Local Government (Change of District Boundaries) Order 2007 and the *Local Government (Constitution) Regulations 1998*, Regulation 5(4)(c), allowing the City of Vincent to, in effect, administer the City of Perth Town Planning Scheme as if it were its own Scheme, and in accordance with the provisions of the Metropolitan Region Scheme, APPROVES the application for Change of Use from Grouped Dwelling to Community Use (Day Care Centre) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth in accordance with plans date stamped 29 July 2016, as shown on Attachment 2, subject to the Determination Advice Notes in Attachment 7 and the following conditions:

1. **Use of the Premises**

   1.1 **A maximum of 60 children and 15 staff are permitted on site at any one time;**

   1.2 **The Day Care Centre shall only operate between:**

   - **Monday to Friday: 7:00am – 6:30pm and**
   - **Closed Saturday, Sunday and Public Holidays;**

2. **Boundary Wall**

   The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall facing No. 107 Summers Street to the west and Norwood Park to the east in a good and clean condition. The finish of the wall is to be fully rendered or face brickwork to the satisfaction of the City;

3. **Car Parking and Access**

   3.1 **A minimum of four car parking bays shall be provided onsite;**

   3.2 **The car park shall only be used by visitors directly associated with the development;**

3.3 The staff shall not park in the onsite car park during the hours of 7:00am – 10:00am and 3:00pm to 6:30pm;

3.4 At all times at least 1 car bay shall be available for pick up/drop off;

3.5 The car parking and access areas are to comply with the requirements of AS2890.1;

3.6 Vehicle and pedestrian access points are required to match into existing footpath levels;

3.7 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and

3.8 Prior to occupancy or use of the development the car parking areas on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans, completed to the satisfaction of the City and maintained thereafter by the owner(s)/occupier(s);

4. External Fixtures

All external fixtures shall not be visually obtrusive from Summers Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like;

5. Verge Trees

No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;

6. Parking Management Plan

A Management Plan is to be submitted as part of the application for building permit and shall be approved by the City prior to the commencement of the development, a copy of which is to be provided to all parents and staff, detailing but not limited to, the following:

6.1 Drop off and pick up procedure;
6.2 Staff parking;
6.3 Services/delivery vehicle procedure; and
6.4 All points detailed in Condition 3 – Car Parking and Access;

7. Acoustic Report and Noise Management Plan

7.1 The recommended measures of the report dated July 2016 shall be implemented and shall include a Noise Management Plan to be submitted and approved by the City prior to the use or occupation of the development and, as a minimum addresses the following:

7.1.2 Operating Hours;
7.1.2 Predicted noise levels from Indoor Child Play and applicable noise management practices to control sound levels;
7.1.3 Predicted noise levels from Outdoor Child Play and applicable noise management practices to control sound levels;
7.1.4 Use and style of amplified music;
7.1.5 Duration and frequency of 'play times' applicable to each and all age groups;
7.1.6 Time and frequency of waste collection and deliveries at the premises; and
7.1.7 Community relations/complaint management procedure;

7.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the acoustic report have been undertaken to the City's satisfaction, prior to occupancy or use of the development;

8. Landscape and Reticulation Plan

8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is to form part of the application for a Building Permit and shall be 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:

8.1.1 The location and type of existing and proposed trees and plants with specific emphasis on landscaping forward of the building line;
8.1.2 Areas to be irrigated or reticulated; and
8.1.3 The removal of redundant crossovers;

8.2 All works shown in the plans approved with the Building Permit shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

9. Waste Management

9.1 A Waste Management Plan is to form part of the application for a Building Permit and shall be approved by the City prior to commencement of the development detailing a bin store to accommodate the City's specified bin requirement; and

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

10. Stormwater

Prior to occupancy or use of the development all storm water collected on the subject land shall be retained onsite, by suitable means to the satisfaction of the City; and

11. Where any of the above conditions have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exists.

Moved Cr Murphy, Seconded Cr Harley

That the recommendation be adopted.

Debate ensued.

PROPOSED AMENDMENT:

Moved Cr Cole, Seconded Cr Topelberg

That the following Conditions 7.3 and 7.4 be inserted as follows:

"**7.3 The acoustic report be amended to the satisfaction of the City, prior to the commencement of development, to include provision of an acoustic barrier along the western boundary for the length of the babies play area and include recommendations in relation to the implementation of the barrier; and**

7.4 The proposal include, as part of the submission for building permit, the installation of an acoustic barrier along the western boundary for the length of the babies play area to the satisfaction of the City;"

Debate ensued.

AMENDMENT PUT AND CARRIED (7-1)

For: Presiding Member Mayor John Carey, Cr Buckels, Cr Cole, Cr Harley, Cr Gontaszewski, Cr McDonald and Cr Topelberg
Against: Cr Murphy

(Cr Loden was on approved leave of absence for the Meeting.)

Debate ensued.

MOTION AS AMENDED PUT AND CARRIED (6-2)

For: Cr Cole, Cr Harley, Cr Gontaszewski, Cr McDonald, Cr Murphy and Cr Topelberg
Against: Presiding Member Mayor John Carey and Cr Buckels

(Cr Loden was on approved leave of absence for the Meeting.)

COUNCIL DECISION ITEM 9.1.1

That Council, pursuant to its powers under the Local Government (Change of District Boundaries) Order 2007 and the *Local Government (Constitution) Regulations 1998*, Regulation 5(4)(c), allowing the City of Vincent to, in effect, administer the City of Perth Town Planning Scheme as if it were its own Scheme, and in accordance with the provisions of the Metropolitan Region Scheme, APPROVES the application for Change of Use from Grouped Dwelling to Community Use (Day Care Centre) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth in accordance with plans date stamped 29 July 2016, as shown on Attachment 2, subject to the Determination Advice Notes in Attachment 7 and the following conditions:

1. Use of the Premises

1.1 A maximum of 60 children and 15 staff are permitted on site at any one time;

1.2 The Day Care Centre shall only operate between:

- **Monday to Friday: 7:00am – 6:30pm and**
- **Closed Saturday, Sunday and Public Holidays;**

2. Boundary Wall

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall facing No. 107 Summers Street to the west and Norwood Park to the east in a good and clean condition. The finish of the wall is to be fully rendered or face brickwork to the satisfaction of the City;

3. Car Parking and Access

3.1 A minimum of four car parking bays shall be provided onsite;

3.2 The car park shall only be used by visitors directly associated with the development;

3.3 The staff shall not park in the onsite car park during the hours of 7:00am – 10:00am and 3:00pm to 6:30pm;

3.4 At all times at least 1 car bay shall be available for pick up/drop off;

3.5 The car parking and access areas are to comply with the requirements of AS2890.1;

3.6 Vehicle and pedestrian access points are required to match into existing footpath levels;

3.7 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and

3.8 Prior to occupancy or use of the development the car parking areas on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans, completed to the satisfaction of the City and maintained thereafter by the owner(s)/occupier(s);

4. External Fixtures

All external fixtures shall not be visually obtrusive from Summers Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like;

5. Verge Trees

No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;

6. Parking Management Plan

A Management Plan is to be submitted as part of the application for building permit and shall be approved by the City prior to the commencement of the development, a copy of which is to be provided to all parents and staff, detailing but not limited to, the following:

6.1 Drop off and pick up procedure;
6.2 Staff parking;
6.3 Services/delivery vehicle procedure; and
6.4 All points detailed in Condition 3 – Car Parking and Access;

7. Acoustic Report and Noise Management Plan

7.1 The recommended measures of the report dated July 2016 shall be implemented and shall include a Noise Management Plan to be submitted and approved by the City prior to the use or occupation of the development and, as a minimum addresses the following:

7.1.2 Operating Hours;
7.1.2 Predicted noise levels from Indoor Child Play and applicable noise management practices to control sound levels;
7.1.3 Predicted noise levels from Outdoor Child Play and applicable noise management practices to control sound levels;
7.1.4 Use and style of amplified music;

7.1.5 Duration and frequency of 'play times' applicable to each and all age groups;
7.1.6 Time and frequency of waste collection and deliveries at the premises; and
7.1.7 Community relations/complaint management procedure;

7.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the acoustic report have been undertaken to the City's satisfaction, prior to occupancy or use of the development;

7.3 The acoustic report be amended to the satisfaction of the City, prior to the commencement of development, to include provision of an acoustic barrier along the western boundary for the length of the babies play area and include recommendations in relation to the implementation of the barrier; and

7.4 The proposal include, as part of the submission for building permit, the installation of an acoustic barrier along the western boundary for the length of the babies play area to the satisfaction of the City;

8. Landscape and Reticulation Plan

8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is to form part of the application for a Building Permit and shall be 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:

8.1.1 The location and type of existing and proposed trees and plants with specific emphasis on landscaping forward of the building line;
8.1.2 Areas to be irrigated or reticulated; and
8.1.3 The removal of redundant crossovers;

8.2 All works shown in the plans approved with the Building Permit shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

9. Waste Management

9.1 A Waste Management Plan is to form part of the application for a Building Permit and shall be approved by the City prior to commencement of the development detailing a bin store to accommodate the City's specified bin requirement; and

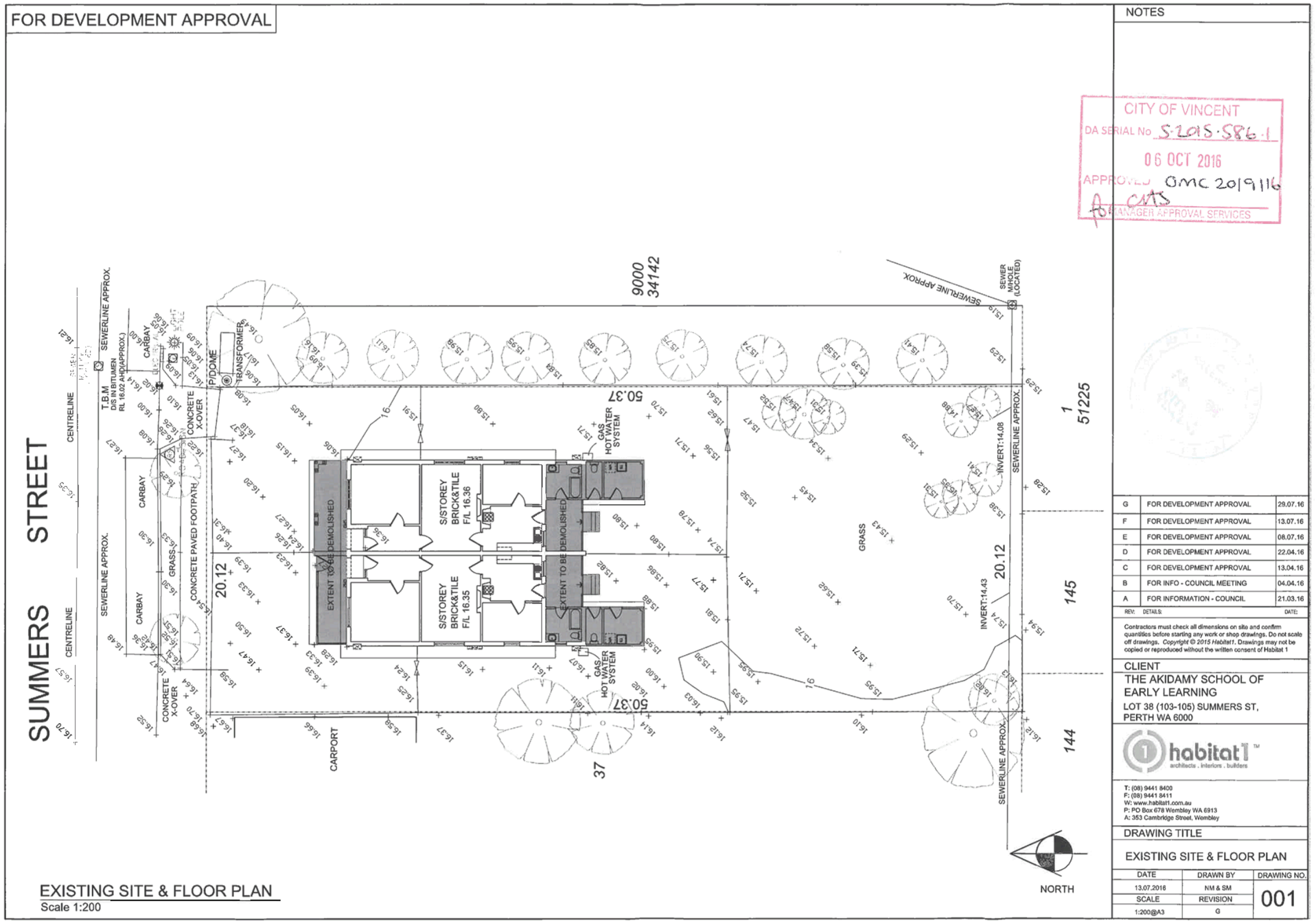
9.2 Waste management for the development shall thereafter comply with the approved Waste Management Plan;

10. Stormwater

Prior to occupancy or use of the development all storm water collected on the subject land shall be retained onsite, by suitable means to the satisfaction of the City; and

11. Where any of the above conditions have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply

with the requirements of the condition continues whilst the approved development exists.


FOR DEVELOPMENT APPROVAL
NOTES
CITY OF VINCENT
DA SERIAL No S-2015-586-1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES
SUMMERS STREET
CENTRELINE
SEWERLINE APPROX.
T.B.M
D/S IN BITUMEN
RL 16.02 AHD(APPROX.)
CARBAY
CONCRETE X-OVER
CONCRETE PAVED FOOTPATH
GRASS
P/DOME
TRANSFORMER
9000
34142
50.37
20.12
37
1
51225
145
144
EXTENT TO BE DEMOLISHED
S/STOREY BRICK&TILE F/L 16.36
S/STOREY BRICK&TILE F/L 16.35
GAS HOT WATER SYSTEM
CARPORT
SEWER MHOLE (LOCATED)
INVERT:14.08
INVERT:14.43
NORTH
EXISTING SITE & FLOOR PLAN
Scale 1:200
G FOR DEVELOPMENT APPROVAL 29.07.16
F FOR DEVELOPMENT APPROVAL 13.07.16
E FOR DEVELOPMENT APPROVAL 08.07.16
D FOR DEVELOPMENT APPROVAL 22.04.16
C FOR DEVELOPMENT APPROVAL 13.04.16
B FOR INFO - COUNCIL MEETING 04.04.16
A FOR INFORMATION - COUNCIL 21.03.16
REV: DETAILS: DATE:
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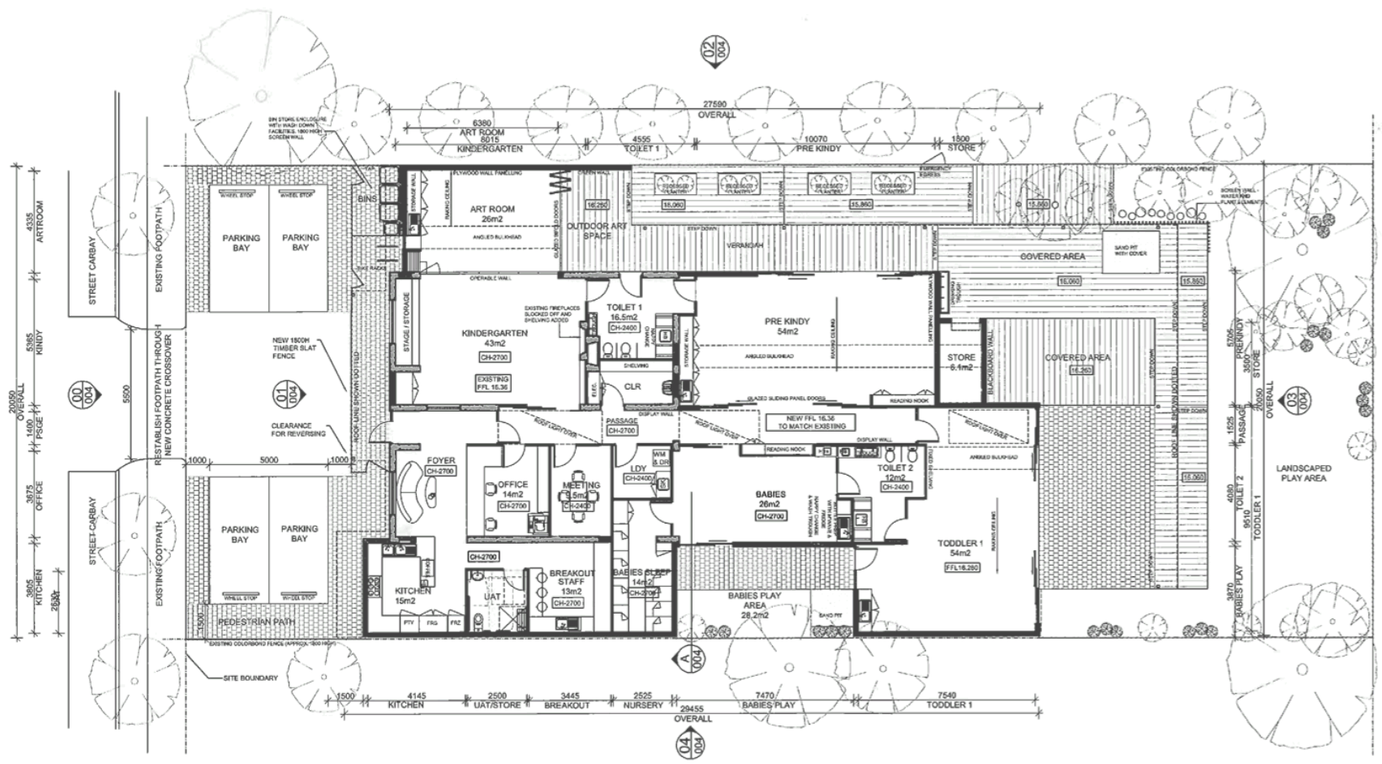
LOT 38 (103-105) SUMMERS ST, PERTH WA 6000
habitat1
architects . interiors . builders
T: (08) 9441 8400
F: (08) 9441 8411
W: www.habitat1.com.au
P: PO Box 678 Wembley WA 6913
A: 353 Cambridge Street, Wembley
DRAWING TITLE
EXISTING SITE & FLOOR PLAN
DATE 13.07.2016
DRAWN BY NM & SM
DRAWING NO. 001
SCALE 1:200@A3
REVISION G

FOR DEVELOPMENT APPROVAL



PROPOSED SITE & FLOOR PLAN - GRD FL
Scale 1:200

NORTH

NOTES

CITY OF VINCENT
DA SERIAL No 5.2016.586.1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES

G	REVISED FOR DEVELOPMENT APPROVAL	29.07.16
F	REVISED FOR DEVELOPMENT APPROVAL	13.07.16
E	REVISED FOR DEVELOPMENT APPROVAL	8.07.16
D	REVISED FOR DEVELOPMENT APPROVAL	22.04.16
C	FOR DEVELOPMENT APPROVAL	13.04.16
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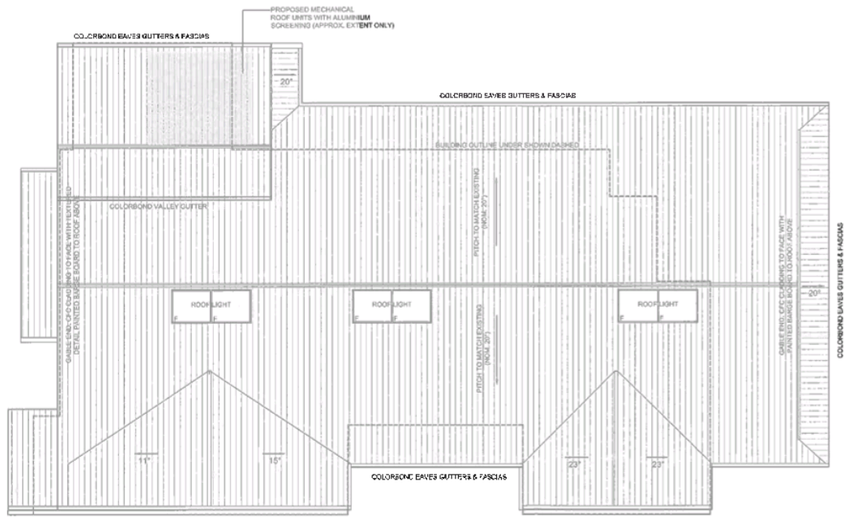
DRAWING TITLE
PROPOSED SITE & GRD FL PLAN

DATE	DRAWN BY	DRAWING NO.
29.07.2016	NM & SM	002
SCALE	REVISION	
1:200@A3	G	

FOR DEVELOPMENT APPROVAL



PROPOSED ROOF PLAN
Scale 1:200

NORTH

NOTES

CITY OF VINCENT
DA SERIAL No. 5.2015.586.1
06 OCT 2015
APPROVED OMC 2019/116
CAS
MANAGER APPROVAL SERVICES

REV:	DETAILS:	DATE:
G	REVISED FOR DEVELOPMENT APPROVAL	29.07.16
F	REVISED FOR DEVELOPMENT APPROVAL	13.07.16
E	REVISED FOR DEVELOPMENT APPROVAL	08.07.16
D	REVISED FOR DEVELOPMENT APPROVAL	22.04.16
C	FOR DEVELOPMENT APPROVAL	16.04.16
B	FOR INFO - COUNCIL MEETING	04.04.16
A	FOR INFORMATION - COUNCIL	21.03.16

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THE AKIDAMY SCHOOL OF EARLY LEARNING
LOT 38 (103-105) SUMMERS ST,
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T: (08) 9441 8400
F: (08) 9441 8411
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DRAWING TITLE
PROPOSED ROOF PLAN

DATE	DRAWN BY	DRAWING NO.
29.07.2016	NM & SM	003
SCALE	REVISION	
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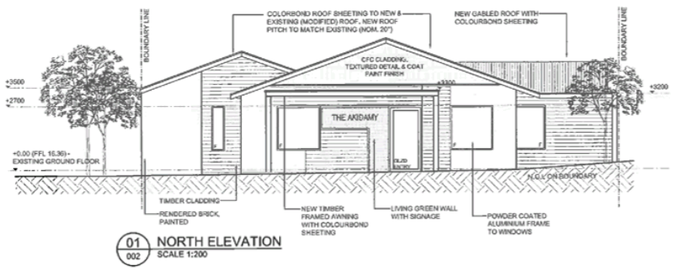
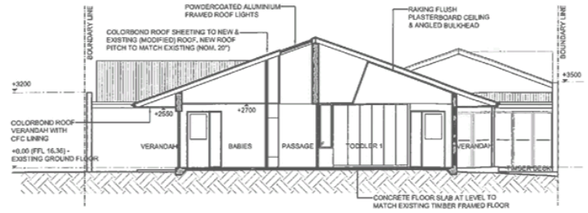
FOR DEVELOPMENT APPROVAL



01/002 NORTH ELEVATION
SCALE 1:200



A/002 SECTION A
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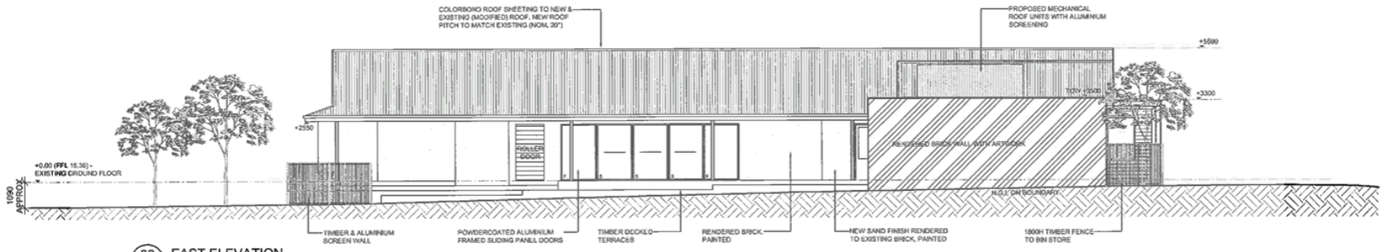
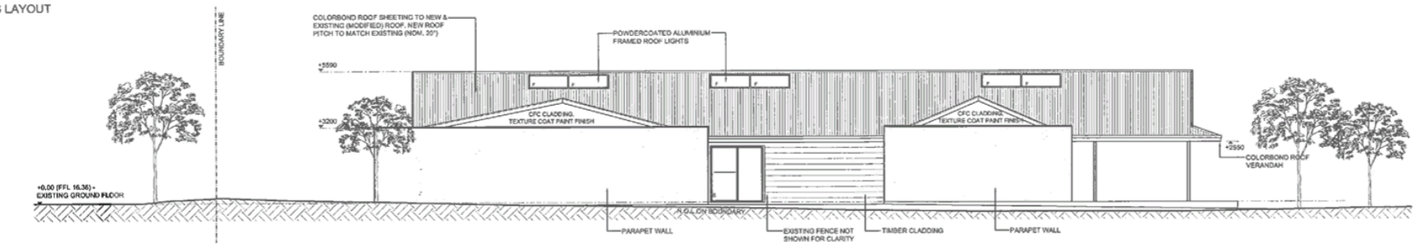


02/002 EAST ELEVATION
SCALE 1:200

OOF LINE HAS NOT BEEN CHANGED TO SUIT NEW RKING LAYOUT



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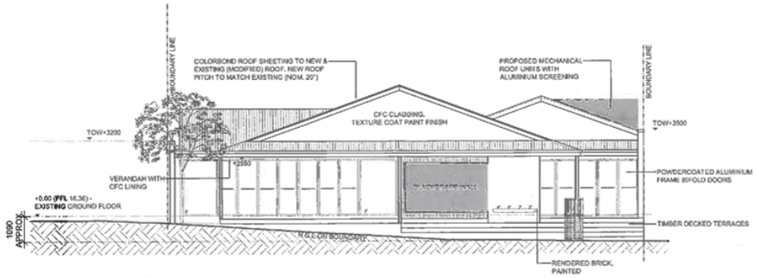

03/002 SOUTH ELEVATION
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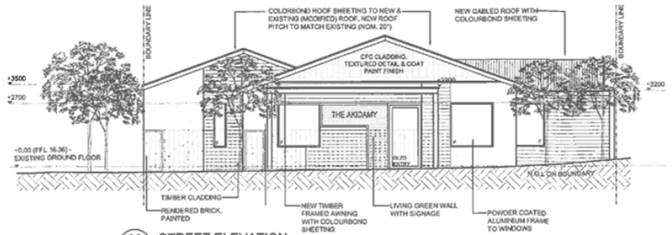

00/002 STREET ELEVATION
SCALE 1:200

NOTES

CITY OF VINCENT
DA SERIAL No 5.2015.586.1
06 OCT 2016
APPROVED OMC 20/9/16
MANAGER APPROVAL SERVICES

G	REVISED FOR DEVELOPMENT APPROVAL	29.07.16
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T: (08) 9441 8400
F: (08) 9441 8411
W: www.habitat1.com.au
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DRAWING TITLE
PROPOSED ELEVATIONS : E1 TO E4

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SCALE	REVISION	
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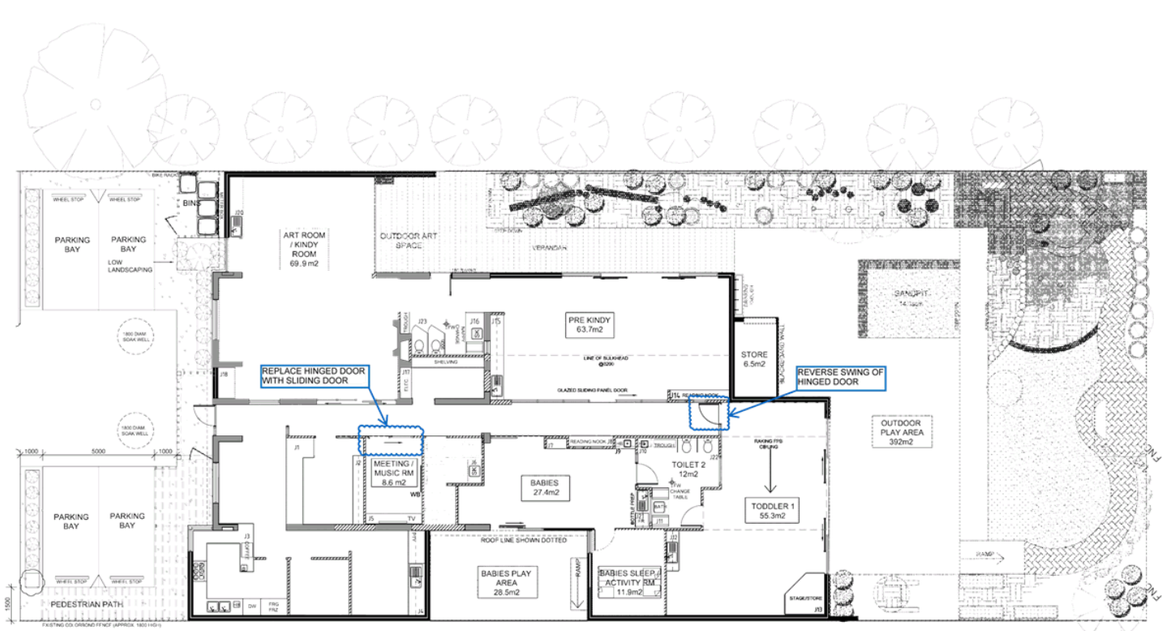

CLASSROOM CAPACITY	
BABIES	8
TODDLER	16
PRE KINDY	20
ART / KINDY RM	19
TOTAL	63

OUTDOOR PLAY AREA	
BABIES:	28.5 sq m
TODDLER & KINDY:	392 sq m
TOTAL:	420.5 sq m / 7 = 60 CHILDREN
COVERED OUTDOOR PLAY	
TODDLER & KINDY:	150 sq m = 36% UNDERCOVER PLAY SPACE AREA

TOTAL CAPACITY (EXCLUDING B. ACTIVITY)
224.9 sq m (INTERNAL)+ 420.5 sq m (EXTERNAL) = 645.4 / 10.25
63.0 CHILDREN

USABLE AREA - FLOOR PLAN
Scale 1:150

0 1 2 3 5

LEGEND

NOTES

IT IS THE RESPONSIBILITY OF THE CONTRACTOR ENGAGED TO BE UP TO DATE WITH THE LATEST NCC AND AUSTRALIAN STANDARDS WITH IN THEIR INDUSTRY TO ENSURE CONSTRUCTION COMPLIES AS REQUIRED.

REV: DETAILS: DATE:

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AKIDAMY
103 to105 SUMMERS ST PERTH, WA

P.A.I.D
ARCHITECTURE

DRAWING TITLE

USABLE SPACE PLAN

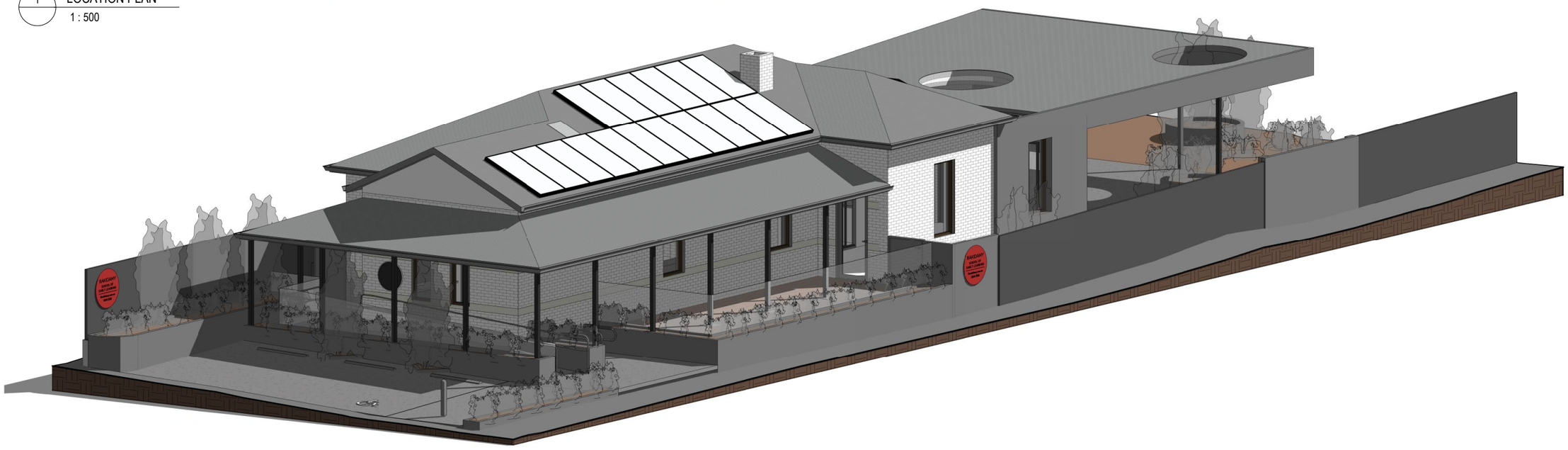
DATE	DRAWN BY	DRAWING NO.
11.09.2020	LT	13
SCALE	REVISION	
1:150@A2	1	

AKIDAMY SCHOOL OF EARLY LEARNING - CHERITON STREET

105 SUMMERS STREET & 34 CHERITON STREET, PERTH WA



1 LOCATION PLAN
1 : 500



P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	16.09.22	COORDINATION	SP
2	19.09.22	COORDINATION	SP
3	23.09.22	DEVELOPMENT APPLICATION	SP

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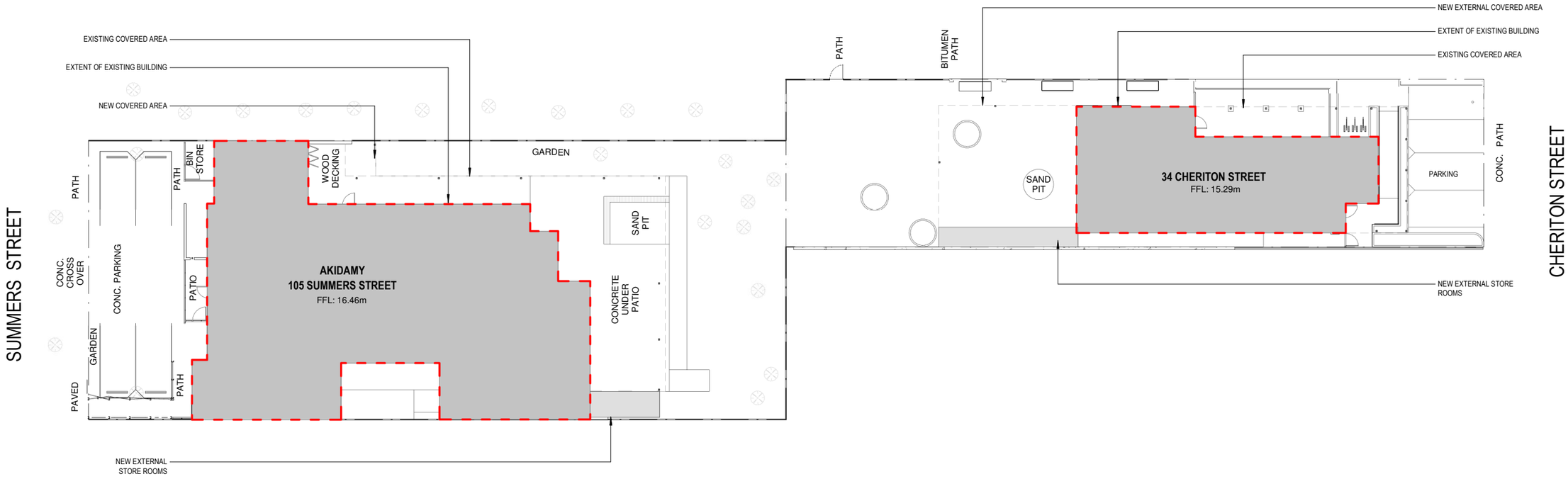
Scale: 1 : 500 @ A2
Dr: SP | Chk: PH | Appvd: PH
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: COVER PAGE & LOCATION PLAN
Job No: PAR0099
Drawing No: DA00



1 SITE PLAN
1 : 200

CLASSROOM AREAS

CLASSROOM AREA - SUMMER STREET	216.0 M²
CLASSROOM AREA - CHERITON STREET	90.3 M²
CLASSROOM AREA - TOTAL	306.3 M²

OUTDOOR PLAY AREAS

OUTDOOR PLAY AREA - SUMMER STREET	410.8 M²
OUTDOOR PLAY AREA - CHERITON STREET	287.9 M²
OUTDOOR PLAY - TOTAL	698.7 M²

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	06.09.22	COORDINATION	SP
2	12.09.22	COORDINATION	SP
3	16.09.22	COORDINATION	SP
4	19.09.22	COORDINATION	SP
5	23.09.22	DEVELOPMENT APPLICATION	SP

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Scale: As indicated @ A2
Dr: SP | Chk: PH | Appvd: PH
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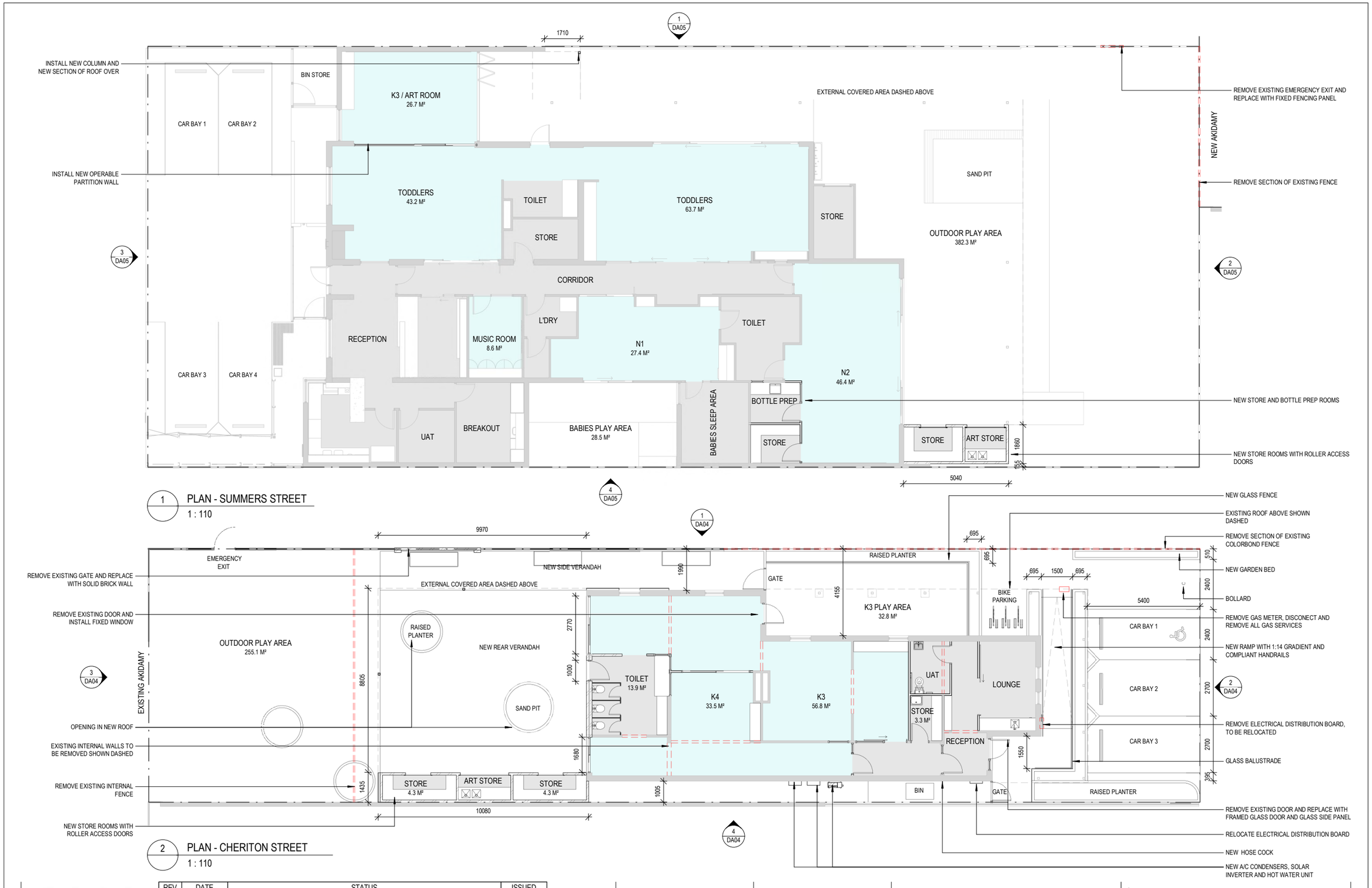
Client: AKIDAMY
Drawing Title: SITE PLAN
Job No: PAR0099
Drawing No: DA01



P.A.I.D
E Info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5002
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	06.09.22	COORDINATION	SP
2	12.09.22	COORDINATION	SP
3	16.09.22	COORDINATION	SP
4	19.09.22	COORDINATION	SP
5	23.09.22	DEVELOPMENT APPLICATION	SP

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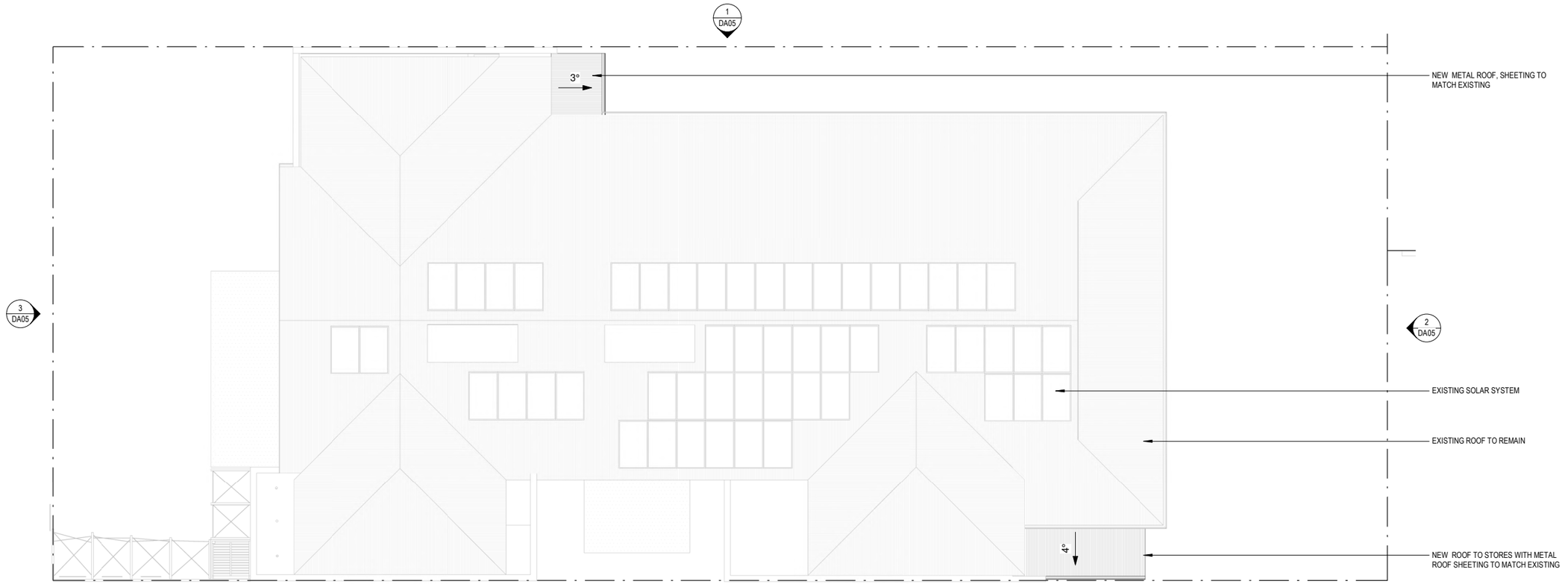
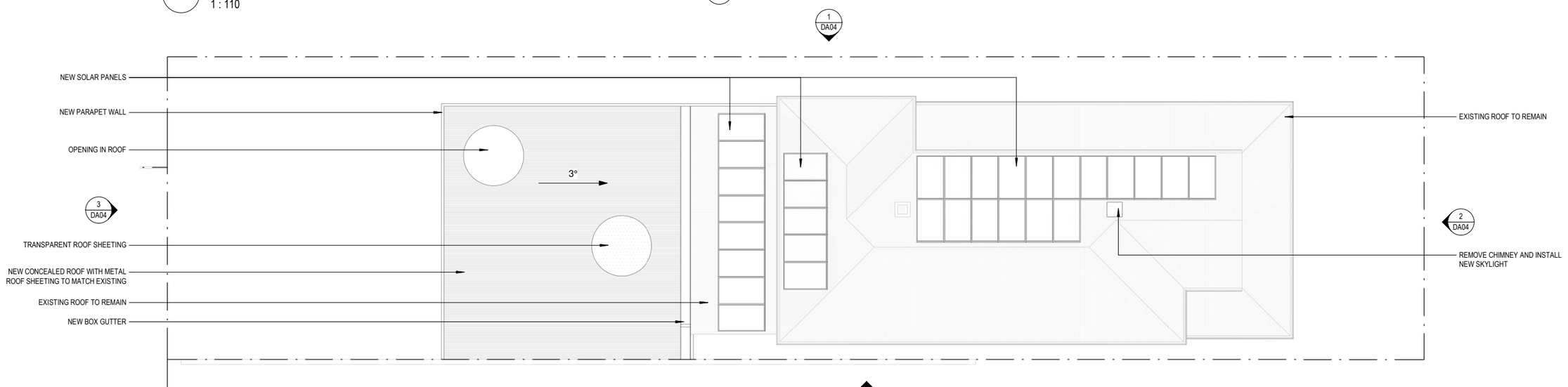
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: PLAN
Job No: PAR0099
Drawing No: DA02



1 ROOF PLAN - SUMMERS STREET
1 : 110

4
DA05



2 ROOF PLAN - CHERITON STREET
1 : 110

P.A.I.D
E info@paid-group.com
W www.paid-group.com
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REV	DATE	STATUS	ISSUED
1	23.09.22	DEVELOPMENT APPLICATION	SP

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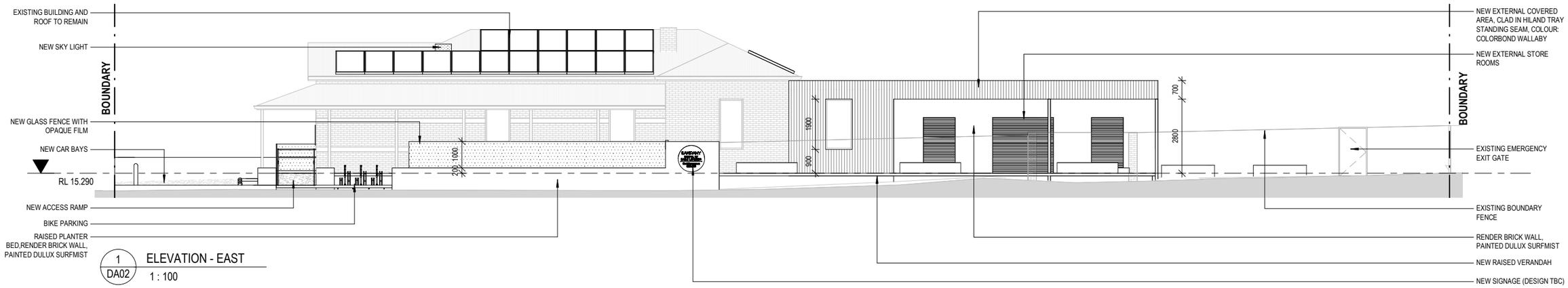
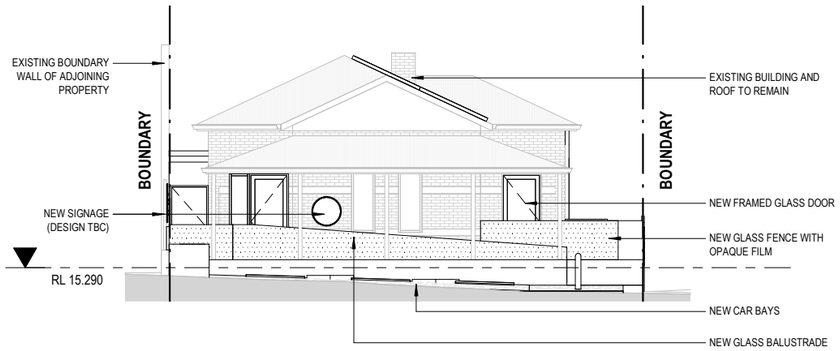
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ROOF PLAN
Job No: PAR0099
Drawing No: DA03



1 DA02 ELEVATION - EAST
1 : 100



2 DA02 ELEVATION - SOUTH
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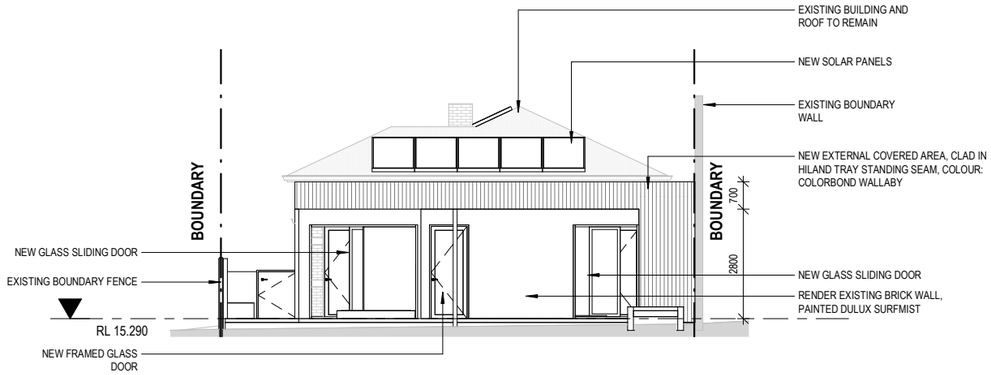

3 DA02 ELEVATION - NORTH
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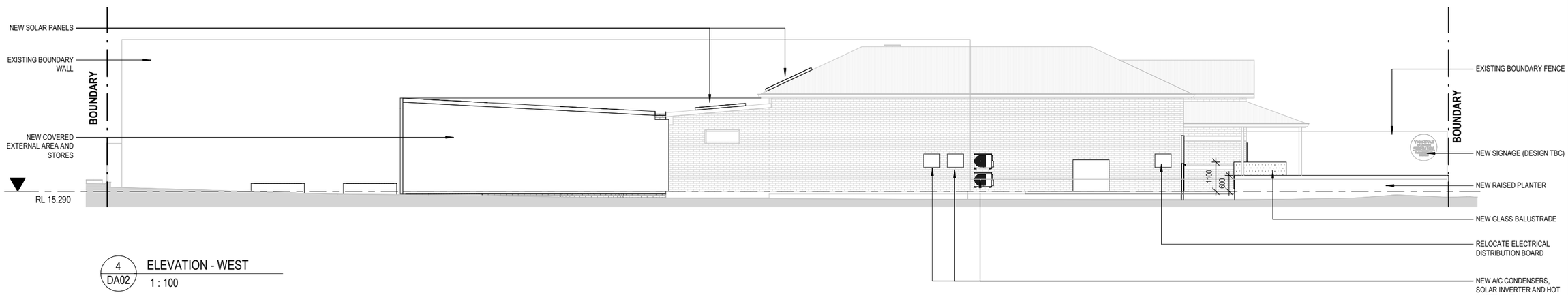

4 DA02 ELEVATION - WEST
1 : 100

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E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	06.09.22	COORDINATION	SP
2	12.09.22	COORDINATION	SP
3	16.09.22	COORDINATION	SP
4	19.09.22	COORDINATION	SP
5	23.09.22	DEVELOPMENT APPLICATION	SP

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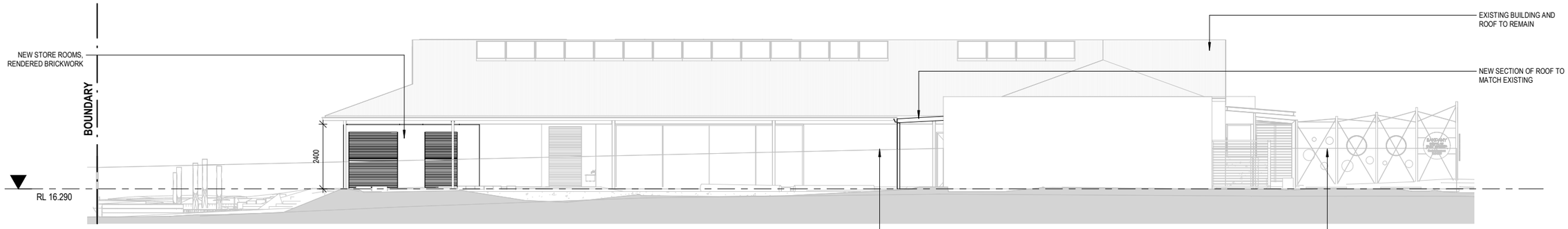
Scale: 1 : 100 @ A2
Dr: SP | Chk: PH | Appvd: PH
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ELEVATIONS - CHERITON STREET
Job No: PAR0099
Drawing No: DA04



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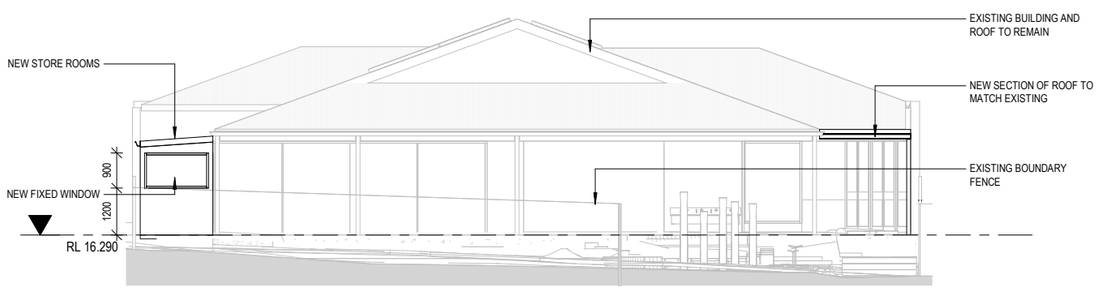

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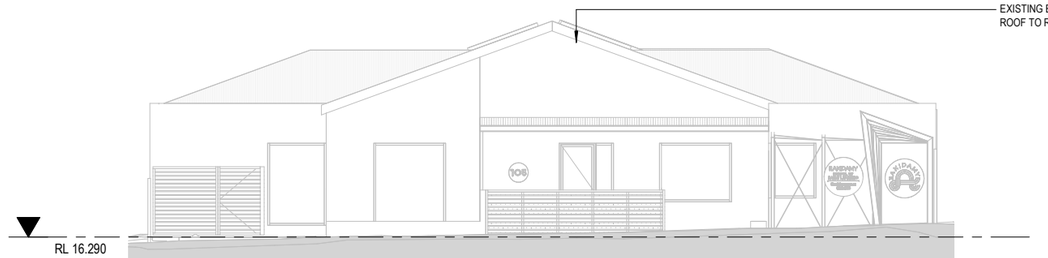

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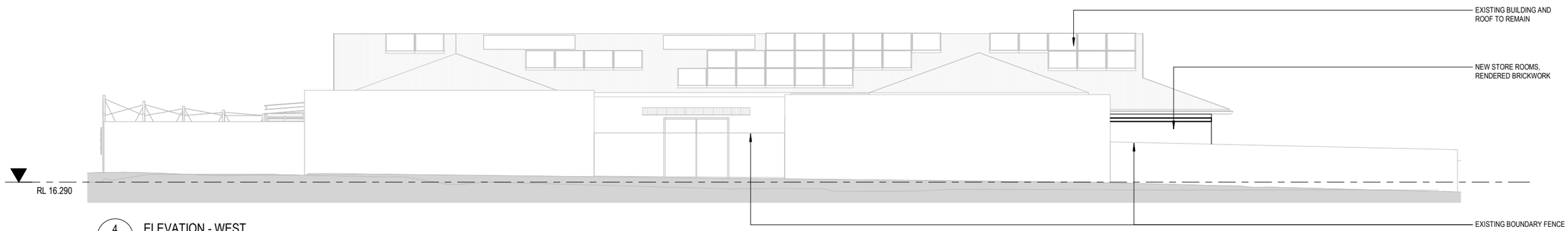

4 DA02 ELEVATION - WEST
1 : 100

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 6982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	19.09.22	COORDINATION	SP
2	23.09.22	DEVELOPMENT APPLICATION	SP

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Scale: 1 : 100 @ A2
Dr: SP Chk: PH Appvd: PH
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: ELEVATIONS - SUMMERS STREET
Job No: PAR0099
Drawing No: DA05



FRONT PERSPECTIVE - ARTIST IMPRESSION



REAR PERSPECTIVE - ARTIST IMPRESSION

P.A.I.D
E info@paid-group.com
W www.paid-group.com
A PO BOX 425 Leederville, WA 5982
P.A.I.D Architecture Pty Ltd ACN 609 278 444
P.A.I.D Interiors Pty Ltd ACN 609 278 453

REV	DATE	STATUS	ISSUED
1	23.09.22	DEVELOPMENT APPLICATION	SP

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Scale: @ A2
Dr: SP Chk: PH Appvd: PH
Project: AKIDAMY - 34 CHERITON STREET
Client: AKIDAMY
Drawing Title: PERSPECTIVES
Job No: PAR0099
Drawing No: DA06

5.3 NO. 209 OXFORD STREET (LOT: 4; P:1239), LEEDERVILLE - PROPOSED CHANGE OF USE FROM EATING HOUSE TO RESTAURANT/CAFE AND UNLISTED USE (SHISHA BAR) AND ASSOCIATED ALTERATIONS AND ADDITIONS (EXISTING UNAUTHORISED DEVELOPMENT)

Ward: South

Attachments:

1. Consultation and Location Plan
2. Development Plans
3. Cover Letter and Justification
4. Acoustic Report
5. Parking Management Plan
6. Waste Management Plan
7. Context Plan
8. Summary of Submissions - Administration's Response
9. Summary of Submissions - Applicant's Response

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for Change of Use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) and Associated Alterations and Additions at No. 209 (Lot: 4; P: 1239) Oxford Street, Leederville, as shown in Attachment 2, for the following reasons:

1. **As a consequence of the location of the Unlisted Use (Shisha Bar), within an unenclosed patio at the rear of the subject site, proximity to adjoining residential and other sensitive land uses, operating hours and intensity of the Unlisted Use (Shisha Bar), the development:**

   1.1 **Would be inconsistent with the Objectives of the Regional Centre zone and subsequently Clause 18(4)(c) of the City of Vincent's Local Planning Scheme No. 2 and therefore not permitted. The development would be detrimental to the amenity of the adjoining properties because it would result in smoke, vapour and odour emissions associated with the use which would negatively impact adjoining properties;**

   1.2 **Would have an undue amenity impact on the adjoining residential and sensitive land uses, and would not be compatible with its setting in accordance with Clause 67(2)(m), (n), (r) and (x) of the *Planning and Development (Local Planning Schemes) Regulations 2015*);**

   1.3 **Would be inconsistent with the Aims of the City of Vincent's Local Planning Scheme No. 2, as the development would not protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment, as the proposal has not demonstrated that the emissions associated with the use could be appropriately mitigated as outlined in reason 1.1 (Clause 67(2)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and**

2. **Pursuant to Schedule 2, Part 9, Clause 67(2)(g) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the would not satisfy the Objectives of the City of Vincent Local Planning Policy: Restricted Premises – Smoking for the following reasons:**

   2.1 **The development would not reduce the number of businesses whose primary purpose is the use of tobacco; and**

   2.2 **The would negatively impact on the amenity of the area, including existing sensitive land uses, by means of associated emission of harmful smoke, vapours and odour.**

PURPOSE OF REPORT:

To consider an application for development approval for an unauthorised change of use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) at No. 209 Oxford Street, Leederville (subject site).

PROPOSAL:

The application proposes a change of use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) along with associated alterations and additions including a patio and acoustic barrier at the rear of the site.

Details of the application include:

- The Shisha Bar operating as 'Shesh Besh Shisha Bar and Restaurant', involving the sale of shisha (a tobacco product) to patrons in a ready-to-smoke form through a water pipe (also known as a 'Hookah'). The shisha would be consumed on-site in a seating area provided for patrons within patios at the rear of the subject site. The business would not sell any other tobacco, nicotine or smoking-related products or their associated accessories.
- Access to the patio area through an access way along the northern boundary of the subject site through an entry foyer off Oxford Street.
- A restaurant use is operating within the existing building on site, fronting Oxford Street. The restaurant has a separate entry off Oxford Street.
- Operating hours of:
  - 4:00pm to 12:00am Monday;
  - 2:00pm to 12:00am Tuesday to Friday; and
  - 12:00pm to 12:00am Saturday and Sunday.
- A maximum of 50 patrons and 3 staff within the rear shisha bar area, and four staff in the restaurant.
- An existing patio addition measuring 3 metres by 3.5 metres at the rear of the subject site located between the existing building and the right of way; and
- Proposed acrylic acoustic barrier additions to the existing fence to the northern and western lot boundaries to a height of 2.4 metres above ground level.

The Shisha Bar use commenced operating in 2019 without development approval and continues to operate. The patio measuring 3 metres by 3.5 metres at the rear of the subject site was constructed between 17 October 2019 and 8 December 2019 without development or building approvals. The patio would be used as an additional seating area for the consumption of shisha. The Shisha Bar use and patio works are unauthorised development.

A location plan is included as **Attachment 1**. The development plans are included as **Attachment 2**. The applicant's supporting documentation, including a cover letter outlining written justification for the use, an acoustic report, parking management plan and waste management plan are included as **Attachments 3, 4, 5 and 6** respectively.

BACKGROUND:

Landowner:	Mont Blanc Group Pty Ltd
Applicant:	Hany Ayad
Client:	MKZD Investments Pty Ltd
Date of Application:	6 May 2022
Zoning:	MRS: Urban LPS2: Zone: Regional Centre R Code: N/A
Built Form Area:	Town Centre
Existing Land Use:	Restaurant/Café
Proposed Use Class:	Restaurant/Café and Unlisted Use (Shisha Bar)
Lot Area:	412m²
Right of Way (ROW):	Yes. Located to the west of the site – 3.0 metres wide, sealed and drained. Privately owned.
Heritage List:	No

Site Context and Zoning

The subject site is zoned Regional Centre under the City's Local Planning Scheme No. 2 (LPS2). The subject site is bounded by Oxford Street to the east, a 3-metre-wide ROW to the west and commercial properties to the north and south. The adjoining properties to the north and south are zoned Regional Centre and contain single and two-storey commercial developments. The subject site and properties to the north, south and west are within the Town Centre built form area under the City's Policy 7.1.1 – Built Form (Built Form Policy).
The property to the north of the subject site is Nos. 213-215 Oxford Street, Leederville. The eastern half of the site to Oxford Street accommodates a two storey office development, with an open-air car park on the rear half of the site that adjoins the Shisha Bar on the subject site. The building accommodates a healthcare provider, an accountant and an office.

The property to the south is Nos. 205-207 Oxford Street, Leederville which contains a one and two storey office and shop selling automotive parts. The building is setback approximately 9.5 metres from Oxford Street, with a boundary wall to the subject site for the remainder of the side lot boundary, including to the Shisha Bar at the rear of the site.

To the west of the ROW are No. 105 Richmond Street and No. 8 Melrose Street that are zoned Residential R60. These lots contain single storey single houses with outdoor living areas at the rear of their respective lots towards the ROW.

On the eastern side of Oxford Street is the North Metropolitan TAFE Leederville Campus. This property is zoned Public Purpose - Technical School.

Outside of this immediate context, the broader area consists of a mix of residential and commercial uses, with commercial uses concentrated along Oxford Street. Land uses in the area within 250 metres of the subject site include:

- Restaurants and cafes;
- Offices for a range of tenants including lawyers, financial advisors and accountants;
- Shops including food and groceries, clothing, health and beauty, dentist and massage premises;
- Cinema (Luna Cinemas);
- Foyer Oxford providing accommodation to homeless youth;
- Residential properties including single houses, grouped dwellings and multiple dwellings in mixed use developments. All properties fronting Muriel and Richmond Streets to the west of Oxford Street are residential homes.

A context plan indicating the uses of properties along Oxford Street between Muriel Street and Vincent Street is included as **Attachment 7**.

Site History

At its 28 April 1995 meeting, Council resolved to approve an Eating House (Restaurant) on the subject site. The development provided five car parking bays on site. The application advised that 50 patrons would be catered for within the restaurant, however the approval was not subject to any conditions of approval restricting the number of patrons.

At its 23 May 2000 meeting, Council resolved to approve Alterations and Additions to an existing Eating House (including an Outdoor Dining Area). The rear area was to be used in conjunction with the existing Eating House (Restaurant) on the site.

The approval was subject to conditions limiting the outdoor dining area to 130 square metres and provision of two bicycle parking rails at the entrance from Oxford Street. The development provided nil car parking bays in lieu of 41 bays required. No cash-in-lieu of car parking was required to be paid. No conditions restricting patron numbers or hours of operation were applied. The outdoor dining area now forms the area of the subject site for the proposed shisha bar.

The restaurant component of the subject site is currently set-up to cater for 54 patrons.

Development Compliance Actions

The table below provides an overview of the development compliance and enforcement actions undertaken by the City for the existing unauthorised development.

Date	Action
July 2020	The City wrote to the operator of the premises in July 2020 to advise that development approval was required for the use of the premises for the sale and consumption of shisha.
November 2021	The City received a complaint about the amenity impact of the use of the property. The City wrote to the business operators requesting that they either cease operations of the Shisha Bar or submit a development application for the unlisted use that is existing and unauthorised.
May 2022	The City received the development application that is the subject of this report. The premises continued to operate during this period.
October 2022	The City adopted the Development Compliance Enforcement Policy (Enforcement Policy). The Enforcement Policy includes consideration of the following factors in allowing an unauthorised development to continue during the development application assessment process: *"(i) Impact to neighbouring properties, public property or the community;* *(ii) Consideration of the objectives of the City's Public Health Plan; and* *(iii) Reasonable prospect of Development and/or Building Approval being obtained;"*. The City received a further complaint about the amenity impact of the late operating hours, parking and smoke and odour from the premises. After the lodgement of the development application and by October 2022, the City prepared and advertised Local Planning Policy: Restricted Premises – Smoking (Smoking Policy) and applications for two Shisha Lounges on Beaufort Street had been considered and refused by Council. This informed the reasonable prospect of Development Approval being obtained. In considering the matters (i) to (iii) above in the Enforcement Policy, the City issued a letter requiring the use of the property as a Shisha Bar to cease within two weeks, and for operations to cease by 10:00pm daily. The premises continued to operate.
November 2022	The City commenced prosecution proceedings against the operators, 'MKZD Investments Pty Ltd', under Section 218(b) of the *Planning and Development Act 2005* (P&D Act) for unauthorised development of the use. Lawyers acting on behalf of the applicant requested that the development application be withdrawn. The *Planning and Development (Local Planning Scheme) Regulations 2015* (Planning Regulations) do not provide a formal mechanism for the applicant to withdraw an application once lodged. The City is proceeding with the determination of the application to consider the appropriateness of the use in this location.

The prosecution and continued unauthorised use of the subject site as a shisha bar does not impact the assessment of the application under the planning framework and does not preclude the City from determining the application.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy and other relevant planning policies. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Building Setbacks/Boundary Wall	✓	
Building Height/Storeys	✓	
Roof Form	✓	
Landscaping	✓	
Parking & Access		✓
Bicycle Facilities		✓
Ground Floor Design	✓	
Smoking Policy		✓

Detailed Assessment

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

Land Use	
Use Class Permissibility	**Proposal**
LPS2 – Zoning Table 'P' use.	A Shisha Bar is an Unlisted Use. It is not a land use defined in LSP2.
Local Planning Policy: Restricted Premises – Smoking <u>Location Requirements</u> Smoking Premises considered where they are not adjoining specified land uses including Restaurant/Café, Dwelling (Single House) and Office. Smoking Premises not to be on the ground floor. <u>Hours of Operation</u> Smoking Premises limited to the following hours of operation: • Monday to Saturday: 7:00am to 10:00pm • Sunday and Public Holidays: 9:00am to 10:00pm	The Shisha Bar would be on the same site as a Restaurant/Café and would adjoin Dwelling (Single House) and Office land uses. The Shisha Bar would be located on the ground floor. Shisha Bar would have the following hours of operation: • Monday: 4:00pm to 12:00am • Tuesday to Friday: 2:00pm to 12:00am • Saturday and Sunday: 12:00pm to 12:00am
Car and Bicycle Parking	
Requirements	**Proposal**
Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy) For unlisted uses, car and bicycle parking arrangements to be determined by the City based on a site-specific Parking Management Plan. For Restaurant/Café use: • Nine car parking bays on-site • One short term bicycle bay on-site • Two long term bicycle bays on-site.	A parking management plan has been submitted, included as **Attachment 5**. Nil car bays provided on-site. Nil bicycle parking facilities provided on-site.

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

CONSULTATION/ADVERTISING:

Community Consultation

Community consultation was undertaken in accordance with the Planning Regulations for a period of 39 days, from 18 July 2022 to 26 August 2022. The method of advertising included 607 letters being mailed to all owners and occupiers within a 200 metre radius of the subject site as shown in **Attachment 1**, a sign being erected on site, a notice in the local newspaper and a notice on the City's website in accordance with the City's Community and Stakeholder Engagement Policy.

At the conclusion of the consultation period, 28 submissions were received as follows:

- Four submissions in support;
- 23 submissions in objection; and
- One submission that neither objected nor supported the proposal but expressed concerns.

An additional late submission in support of the proposal was received on 3 November 2022.

A summary of all the submissions received and Administration's response is included as **Attachment 8**. The applicant's response is included as **Attachment 9**.

Key comments in support are as follows:

- The business has been operating at the proposed hours without impact on the local community, including noise, parking and patron behaviour and is well managed;
- The subject site is located within a Regional Centre zone. Properties that abut a Regional Centre zone should not expect the same level of amenity as those who live within a Residential Zone;
- The impacts of noise and smoke can be addressed through conditions of approval;
- The business adds vibrancy to Leederville and operates as a community hub for younger immigrants where they can take part in cultural activities from their country of origin, including the smoking of shisha; and
- The acoustic barrier would reduce the impact of noise on nearby residential properties.

The key concerns raised during the consultation period are as follows:

- Operating hours, closing times and patron numbers of the use, including associated impacts of noise and anti-social behaviour on the adjoining residential dwellings the premises is not consistent with or compatible with the area;
- Inappropriate location for a Shisha Bar use due to the proximity to residential properties, the Leederville smoke-free town centre and Leederville campus of the North Metropolitan TAFE, and would not be not compatible with the character of a town centre that supports healthy living and quality of life;
- Inadequate on site parking being provided and concerns with increased parking demand along Oxford Street and the surrounding residential streets, including associated impacts of reduced parking availability, noise and safety;
- The use would promote and normalise tobacco/shisha use and smoking which is a direct risk to individuals and the public health of the City's community. This would adversely impact users and the amenity of the adjoining residential dwellings, Oxford Street and the surrounding area, including from impacts of second-hand smoke from the premises;
- The emissions from the business, including noise, odour, smoke and vapour permeates through the nearby neighbourhood and causes nuisance and potential health impacts to adjoining residential properties;
- The existing operations are noisy and operate late into the night. Noise sources include patrons and waste disposal on-site and patrons leaving the premises who park cars on the nearby residential streets which negatively impacts the amenity of the residential areas;
- The use would not comply with the relevant tobacco legislation;
- The use would attract anti-social behaviour that would not be consistent with the family-friendly nature of the Leederville Town Centre; and
- The use does not satisfy the objectives of LPS2, the City's *Public Health Plan 2020-2025* and State policies.

Design Review Panel (DRP):

Referred to DRP: No

The application was not referred to the City's DRP. This is because no physical works are proposed to the primary frontage of the premises that faces Oxford Street.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Tobacco Advertising Prohibition Act 1992*;
- *Tobacco Products Control Act 2006*;
- Planning *and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy;
- Development Compliance Enforcement Policy;
- Policy No. 7.1.1 – Built Form;
- Policy No. 7.5.21 – Sound Attenuation;
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements;
- Local Planning Policy – Restricted Premises – Smoking;
- Local Planning Policy – Signs and Advertising;
- Leederville Master Plan Built Form Guidelines; and
- Department of Health 'Shisha and the Law' Guidelines 2017.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the Planning Regulations and Part 14 of the P&D Act, the applicant would have the right to apply to the State Administrative Tribunal for a review of Council's determination.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the Deemed Provisions in the Planning Regulations and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

The relevant matters are addressed in the Comments section below.

LPS2

Council is to have due regard to the objectives of the Regional Centre zone under LPS2 in determining the appropriateness of the land use. The objectives of the Regional Centre zone are as follows:

- *To provide a range of services and uses to cater for the local and regional community, including but not limited to specialty shopping, restaurants, cafes and entertainment;*
- *To provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the Centre.*
- *To encourage high quality, pedestrian-friendly, street-orientated development that responds to and enhances the key elements of the Regional Centre, and to develop areas for public interaction.*
- *To ensure levels of activity, accessibility and diversity of uses and density is sufficient to sustain public transport and enable casual surveillance of public spaces.*
- *To provide residential opportunities within the Regional Centre including high density housing, affordable housing, social and special needs housing, tourist accommodation and short term accommodation.*
- *To ensure that the centres are developed with due consideration to State Planning Policy 4.2 – Activity Centres for Perth and Peel.*

Local Planning Policy: Restricted Premises – Smoking

At its Ordinary Meeting on 13 December 2022, Council adopted Local Planning Policy: Restricted Premises – Smoking (Smoking Policy). The Smoking Policy provides guidance on the exercise of discretion for 'Restricted Premises' and 'Unlisted Use' proposals where the primary purpose is the sale or consumption of tobacco and other products to be used for smoking, including shisha bars or lounges.

Council is to have due regard for the objectives of the Smoking Policy which are as follows:

- *Reduce the number of businesses whose primary purpose is the use of tobacco and other products to be used for smoking;*
- *Reduce the promotion of tobacco and smoking within the City;*
- *Ensure that any businesses whose primary purpose is the sale of tobacco and other products to be used for smoking are located in such a manner that they would not negatively impact on the amenity of the area, including the public realm and the surrounding existing land uses, by means of associated emission of harmful smoke and/or vapours, noise, odour or anti-social behaviour;*
- *Ensure business and advertising signs do not promote the sale of tobacco and other products to be used for smoking, smoking-related implements or the use of tobacco or smoking on site; and*
- *Ensure businesses that include the sale or use of tobacco and other products to be used for smoking maintain an active and engaging street frontage by means of clear sight lines and visual surveillance between the street and the business.*

Draft Leederville Precinct Structure Plan (Draft LPSP)

At its meeting on 14 September 2021, Council endorsed the Draft LPSP to be forwarded to the Western Australian Planning Commission (WAPC) for determination. At the same meeting Council resolved to proceed with the preparation of Amendment 7 to LPS2, to rezone the subject site and surrounding properties from 'Regional Centre' to 'Centre'. Amendment 7 has been forwarded to the Minister for determination. The subject site would be zoned 'Mixed Use R-AC0' and in the Urban Frame Type C precinct under the Draft LPSP.

The Draft LPSP includes 28 general objectives that apply across the whole structure plan area, as well as the following precinct objectives for the Urban Frame precincts:

a) A medium to large-scale residential (Urban Frame Type B) and mixed use area (Urban Frame Types A and C).
b) Carefully designed to avoid impacts on existing neighbours.
c) An attractive and safe entry point to the core of Leederville for pedestrian, cyclists and vehicles.
d) Well-landscaped with lots of shade, green spaces and places to relax.

The Draft LPSP and Amendment 7 to LPS2 have not been determined by the WAPC or the Minister, respectively. This means that the provisions of the Draft LPSP are to be given regard only in determining a development application.

Leederville Masterplan Built Form Guidelines

The Leederville Masterplan Built Form Guidelines (Masterplan Guidelines) were adopted by Council at its 16 March 2009 Ordinary Meeting and is to be given due regard in the consideration of the application.

The Masterplan Guidelines apply to the eastern portion of the subject site. The eastern portion of the site is within the Oxford Street precinct of the Masterplan Guidelines. The Masterplan Guidelines aim to maintain and extend the continuous activated edge to Oxford Street and increase the intensity of uses and activity on the street.

Tobacco Products Legislation

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

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

The business would sell shisha, which is a generally-flavoured tobacco product, to patrons for consumption onsite in a ready-to-smoke form through a water pipe (also known as a 'hookah').

The *Tobacco Products Control Act 2006* requires a retailer's licence to be issued by the Department of Health. Under *Tobacco Products Control Regulations 2006*, shisha cannot be smoked in an enclosed public place. Where a premises does not have a liquor licence, shisha can only be smoked in an outdoor area where food or drink is not being consumed.

A public space is considered 'enclosed' when it has a ceiling or roof and is more than 50 percent enclosed by walls or other vertical structures or coverings.

During the consultation period, the City received concerns that the business would operate in contravention of the *Tobacco Products Control Act 2006*, including that it would be an enclosed public place.

Previous advice from the Tobacco Control Branch of the Department of Health, is that:

- Premises such as shisha bars or lounges may apply for a retail tobacco licence under the *Tobacco Products Control Act 2006* to sell tobacco products including shisha;
- The use of the tobacco product in or near enclosed public places is governed by the Tobacco Products *Control Regulations 2006*. This is not linked to the licensing process;
- There is no process within the tobacco products legislation for approval or assessment of smoking areas within the retail tobacco licensed premises; and
- Tobacco licensed premises are inspected routinely and where written complaints are received alleging a breach of the tobacco products legislation. The Tobacco Control Branch would investigate allegations relating to smoking in enclosed public places, and any areas where smoking was found to be taking place would be assessed for compliance with the tobacco products legislation.

The business currently has a valid retail tobacco licence. It would be incumbent on the business operator to comply with this legislation. It is the Department of Health's responsibility to monitor and enforce compliance with these requirements.

Unauthorised Development

The planning framework includes the following in relation to unauthorised development:

- Under Clause 60 of the Planning Regulations, a person must not commence or carry out any works or use land unless development approval has been obtained. Pursuant to Clause 218 of the P&D Act a person who undertakes development without development approval commits an offence.
- Schedule 2, Clause 65 of the Planning Regulations provides the ability for a development application where the development has already commenced or carried out to be approved, approved with conditions or refused.
- Schedule 2 of the *Planning and Development Regulations 2009* outlines that the applicable fee for determining a development application where the development has commenced or been carried out is the standard fee plus, by way of penalty, twice that fee.
- Under the P&D Act*,* the approval of a development application for unauthorised development does not apply retrospectively. The approval sought would not apply to the period during which the use operated without development approval.
- Should the application be refused, the use would need to cease, and any associated works refused would need to be removed in accordance with Section 214 of the P&D Act. Similarly, if the application were to be approved, the development would be required to comply with any conditions imposed.

Delegation to Determine Applications:

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

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

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

Reduced smoking

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

FINANCIAL/BUDGET IMPLICATIONS:

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

COMMENTS:

Summary Assessment

In assessing the application against the planning framework, it is recommended for refusal. The following key comments are of relevance:

- The development would negatively impact on the amenity of the area, including existing sensitive land uses. This would be by way of the emission of harmful smoke, vapours and odour, and would not satisfy the objectives of the Regional Centre zone or objectives of the Smoking Policy.
- The development would not satisfy the Aims of LPS2 because it would not protect or enhance the health and welfare of the City's inhabitants due to the impact on amenity of the adjoining properties and broader public health impact related to tobacco use.

Land Use

The proposed Shisha Bar is not specifically referred to in the zoning table of LPS2 and cannot reasonably be determined as falling within the interpretation of one of the listed land uses.

The Shisha Bar is not incidental to the existing approved Eating House (Restaurant) use operating from the building on site to Oxford Street. The Shisha Bar is accessed via a separate entry from Oxford Street and operates independently from the restaurant. There is no requirement for patrons to purchase food from the restaurant. The smoking area cannot be used for the service of food or drink under Clause 107b of the *Tobacco Products Control Act 2006*.

The Shisha Bar is required to be treated as an Unlisted Use in accordance with Clause 18(4) of LPS2 which states:

The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table –

a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or

b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or

c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.

An Unlisted Use is not a prohibited land use and can be approved at the discretion of the local government, in consideration of the objectives of the zone and following community consultation.

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

LPS2 Regional Centre Zone Objectives

The following is relevant to the assessment of the proposed use against the objectives of the Regional Centre Zone objectives:

- The use would operate as a hospitality venue offering products for consumption in areas with seating provided. This would contribute to employment opportunities and the concentration of activity in the town centre as a focus for people, services and leisure. The Shisha Bar would add to the diversity of activities. The existing restaurant fronting Oxford Street would be consistent with nearby commercial activities including shops, restaurants, cafés and bars within the town centre;
- No building modifications are proposed to the Oxford Street elevation of the premises. This would ensure that the subject site maintains an open and interactive relationship that is consistent with the existing and future Oxford Street streetscape; and
- The development, including the patio addition, would not impact on energy efficiency or water conservation principles because it is unenclosed and covers an existing hardstand area. The City does not undertake commercial waste collection. Waste would be collected by a private waste contractor. The 3.4 metres by 3 metres bin store would continue to be located in the south west corner of the site.

Matters to be Considered by Local Government

Clause 67(2) of Schedule 2 (Deemed Provisions) of the Planning Regulations contains matters to be due regard in determining an application. These matters are detailed below.

Clauses 67(2)(m) and (n) – Impact on Amenity, and Clause 67(2)(r) – Suitability of the Land

Clauses 67(2)(m) and (n) of the Deemed Provisions relate to the compatibility of the development with its setting and the amenity of the locality, including character and social impacts of the development. The objectives of the Smoking Policy also requires consideration of the impact of the use on the amenity of the surrounding area. Clause 67(2)(r) of the Deemed Provisions relates to the suitability of the land for the development taking into account the possible risk to human health or safety.

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

The character and existing amenity of the subject site is reflective of its location at the northern end of the Leederville Town Centre. The surrounding area contains a range of commercial uses along Oxford Street directly adjacent to residential land uses.

The proposal would adversely impact on the amenity of adjacent residential properties and sensitive uses in the area, by way of emissions and activities associated with the Shisha Bar as detailed below.

- Location:
  - Residential Properties: Adjacent residential properties to the east along Melrose Street and Richmond Street are located within a Residential zone. Where residential land is near Regional Centre zoned land with commercial development, some impact on amenity can be reasonably expected from different types of activity and intensity of land uses. This level of impact should be reduced by the design and operation of the commercial use as it transitions away from Oxford Street and towards the Residential zone. This is supported by the objectives of LPS2 and provisions of the Built Form Policy.

The activities of the proposed Shisha Bar would be located away from the Oxford Street frontage and within a patio to the rear of the subject site, adjacent to residential properties beyond. The patio would not be enclosed, as is required under the Tobacco Regulations. This has implications on noise and smoke being emitted from the site and as addressed further below.

- Commercial Properties: The adjoining commercial properties directly to the north and south have been designed to incorporate boundary walls and car parking areas adjacent to the Shisha Bar at the rear of the site subject site. This would reduce the impact of the Shisha Bar on these commercial properties.
- Sensitive Uses: The subject site is located 20 metres from the Leederville campus of the North Metropolitan TAFE and at the northern end of the Leederville Town Centre. The town centre is intended to be a community focal point for people, services, employment and leisure. There could be an impact on existing users of the surrounding area which includes activities and public spaces associated with the town centre due to the uncontrolled emissions of smoke, vapours and odour from the subject site.

- Noise: The applicant submitted an acoustic report in support of the proposal, which is included as **Attachment 4**. The acoustic report assesses noise generated from the proposed use and its impact on surrounding properties. The City's Policy 7.5.21 – Sound Attenuation (Sound Attenuation Policy) requires acoustic reports be prepared by a qualified person, who is a member of the Australian Acoustical Society, the Association of Australasian Acoustical Consultants or Engineers Australia, to the satisfaction of the City. The Acoustic Report has been prepared by Ian Burman of 'AAP Acoustic & Audio Production', who, to Administration's knowledge, is not a member of any of the above industry bodies.
  - The acoustic report concludes that the premises would comply with the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations) subject to the construction of an acoustic barrier and recommended operational measures. This includes a maximum of 50 patrons, no music and the television within the smoking area being set to a level that is inaudible from any point outside of the property.
  - The acoustic report recommends an acoustic barrier be provided to a minimum height of 2.4 metres along the northern and western property boundaries, adjoining the bin store area and must meet minimum density requirements. The development plans do not show the acoustic barrier provided adjoining the bin store and do not indicate the density of materials.

  The City's Public Health team does not accept that the conclusions and recommendations of the acoustic report can be relied upon. This is because the acoustic report has been prepared by a person who is not sufficiently qualified and in the context of the subject site being located as near as 3 metres away across the ROW from noise-sensitive residential land uses.
- Emissions: The applicant has advised that the Tobacco Licence issued by the Department of Health demonstrates that the business complies with air quality and ventilation standards. They have not provided technical information to support the claims about the air quality in and around the subject site nor any details of control measures that mitigate or filter these emissions. Under the tobacco products legislation, the consumption of shisha on-site is required to occur within an unenclosed outdoor area. This means that there is limited ability to control, filter or manager emissions from the use. This would result in smoke, vapours and odour being emitted from the premises. The emission of smoke and vapours can be harmful to health, and the emission of odours can be a nuisance. The proposal has not demonstrated that the use can operate in a manner where emissions would be appropriately managed, and it would adversely impact the amenity of nearby properties. The land is unsuitable for Shisha Bar located to the rear of the site, due to the location of the site and health implications of the uncontrolled emission of smoke and vapours in close proximity to residential land uses and other sensitive uses in the area.
- Venue Management: The applicant has not provided operational details to demonstrate that the venue would not adversely impact the amenity of the adjoining residential properties. The Smoking Policy requires the submission of a detailed management plan for the operation of the venue. The applicant's venue management plan is included as **Attachment 3**. The venue management plan does not provide details of management procedures to address and minimise the impacts from activities occurring on site and patrons of the business such as noise, odour prevention, anti-social behaviour or a complaints management procedure. These measures are necessary given the subject site's proximity to adjacent residential land uses and the unenclosed nature of a Shisha Bar.

Clause 67(2)(a) – Aims of LPS2

LPS2 contains aims that are applicable to the entire Scheme area. The Shisha Bar as considered against the aims of LPS2 is as follows:

- Diversity: The proposal would be consistent with the aim to cater for a diversity of interests and lifestyles. This is by facilitating a land use that would contribute towards a greater range of businesses and economic opportunities. The smoking of shisha tobacco products in a waterpipe or 'hookah' is a tradition in the Middle East, India and Africa. The use would assist in catering for a diversity of lifestyles and cultures within the City.
- Amenity, Health and Welfare: The use would be inconsistent with the aim to protect and enhance the health and welfare of the City's inhabitants, specifically in relation to the adverse impact on the amenity of the adjoining properties and particularly sensitive residential uses. There is a public health impact related to tobacco use. Smoking is the single biggest contributor to preventable disease and death in Australia and there is no safe level of exposure to second-hand smoke. Even minimal exposure can affect the wellbeing of the community. Smoking has been proven to lead to a range of cancers, as well as other health impacts relating to the cardiovascular system.

Clause 67(2)(g) – Local Planning Policies (Smoking Policy)

A Shisha Bar would be classified as a 'Smoking Premises' under the Smoking Policy and subject to the provisions of the Policy.

As set out in the Detailed Assessment section above, the proposed Shisha Bar does not comply with locational requirements or operating hours prescribed in the Smoking Policy.

The Smoking Policy also requires the submission of a detailed management plan that addresses noise, patron management, car parking, operation hours, complaints management, waste management and odour and air quality management. The applicant's management plan does not include complaints management procedures, ongoing waste collection and disposal details, or any measures to control or monitor air quality or odour from the premises.

The proposed use does not satisfy the following objectives of the Smoking Policy for the following reasons:

- Primary Purpose of the Business: A greater proportion of the publicly accessible area of the subject site would be dedicated to the Shisha Bar use rather than the restaurant/café use. The Shisha Bar would also operate independently from the café/restaurant and the smoking of tobacco would be its primary purpose. The proposal would not reduce the number of businesses whose primary purpose is the use of tobacco.
- Amenity Impact:
    - Location: The location of the proposed use would negatively impact on the amenity of the area. The applicant has not provided evidence or measures for the control and management of the emission of harmful smoke and/or vapours or odour that would result from the use of the rear of the site as a Shisha Bar.
    - Hours of Operation: Though the site is zoned Regional Centre, it is immediately adjacent to the Residential zone. It has not been adequately demonstrated that the Shisha Bar could operate without unduly impacting the amenity of the surrounding area by way of noise and odour, smoke and vapour emissions. This means that any discretion afforded to the operator to extend operating hours beyond those set out in the City's Smoking Policy would intensify the land use and activities occurring on site. This would only further detrimentally impact the amenity of the surrounding area.
    - Waste: An existing bin store is located to the rear of the site, next to the ROW and that is enclosed by timber and sheet-metal fencing and gates. The bin store location is consistent with the location of the bin store shown on the plans approved by Council for the site in 2000, except its size has been reduced from 18.6 square metres to 10.2 square metres. The location of the bin store means that it is located 3 metres to the east of the single house at No. 105 Richmond Street that has an outdoor living area that faces the ROW. The waste management plan submitted and included as **Attachment 6** does not provide details as to how the bin store would accommodate the waste generated on-site, its storage and collection without impact on the amenity of the locality. The City received and verified a complaint in October 2020 that residential bins of a property on Richmond Street were being used for waste from the subject site.

The proposed use would satisfy the following objective of the Smoking Policy:

- Street Activation: The proposed use would be located to the rear of the subject site, with a narrow entrance from Oxford Street. Smoking implements and/or tobacco products would not be visible from Oxford Street as is required under the tobacco products legislation. The predominant use fronting Oxford Street would be the restaurant/café which would maintain an active and engaging street frontage consistent with the aims of the Built Form Policy and Regional Centre zone objectives.

Clauses 67(2)(c) and (f) - State Policies

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

State Public Health Policy

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

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

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

While the use would allow for the consumption of shisha on-site, the activity is not illegal and there are other controls in place through the applicable tobacco products legislation to control how this is sold and used.

City's Public Health Plan

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

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

The City's Public Health Plan itself is not a specific relevant consideration under the planning framework. The initiatives of the Public Health Plan do not extend to private property or contemplate strategies to restrict businesses selling shisha for consumption on site.

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

The sale and consumption of shisha is not illegal. While smoking has been demonstrated to have a health impact on the community, LPS2 does not prohibit businesses located on private property solely on the basis that they involve the retail sale or consumption of tobacco products.

The planning framework including the Smoking Policy reflect the need to protect the amenity of nearby sensitive land uses from incompatible land uses, such as smoking premises. The proposed use would have an impact on the amenity of these adjoining land uses through the emission of smoke, vapours and odour.

In the broader area, there are existing uses in the locality that operate late at night involving the sale and service alcohol. This includes Liquor Barons at No. 256 Oxford Street and Roberts on Oxford at No. 173 Oxford Street.

These uses influence the existing amenity of the broader area, and would reasonably have an impact on the community. This is reflective of the amenity associated with a 'high street' environment located in a Regional Centre zone. The proposed use would not have a broader community impact than that which currently exists in the locality considering these other uses.

Clause 67(2)(y) – Submissions Received

At the conclusion of the community consultation period, 28 submissions were received. A further late submission was received in November 2022. These submissions included five submissions in support, 23 objections and one submission that neither objected nor supported the proposal but expressed concerns.

A summary of the submissions received is included as **Attachment 8**, where Administration has provided a response to the concerns raised.

The concerns raised in the submissions have been considered as part of Administration's assessment of this application, including the comments set out above on the amenity impact of the use.

Car and Bicycle Parking

The applicant has stated that there would be a maximum of 50 patrons and three staff within the rear Shisha Bar and additional patrons and four staff within the restaurant fronting Oxford Street.

The applicant has not nominated a maximum capacity for the restaurant use. In accordance with the National Construction Code a maximum of 60 people could be accommodated within the restaurant space. The venue is currently fit-out with tables and chairs to cater for 54 patrons.

The City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy) standard for a 60-person restaurant in the Town Centre built form area is nine car parking bays, one short-term and three long-term bicycle bays.

The Parking Policy does not include specified car parking or bicycle parking standards for an Unlisted Use. It sets out that this is to be determined by the City based on a parking management plan.

The Draft LPSP permits nil car parking bays be provided, up to a maximum of two car parking bays for the entire site. Two bicycle parking bays for staff and visitors are to be provided under the Draft LPSP.

The application proposes nil car parking bays and bicycle facilities to be provided on-site.

During the consultation period the City received submissions raising concerns that there would be inadequate on-site car parking and associated on-street parking impacts on Oxford, Richmond and Melrose Streets.

The parking provision is acceptable and would satisfy the objectives of the Parking Policy for the following reasons:

- Venue Patron Numbers: The proposal would result in a lesser number of patrons than that which would currently be permitted for the existing approved restaurant/café and its outdoor dining area. The approved plans for the restaurant/café showed 62 seats in the outdoor area. Under the National Construction Code, an outdoor dining area of 130 square metres in area would be capable of accommodating up to 130 people. The subject site is approved for use as a restaurant/café providing nil car parking bays on-site. The proposed development would not result in any additional floor area or generate the need for additional car parking than that previously approved;
- Approved Shortfall and Cash-In-Lieu: The City has previously approved a 41-bay car parking shortfall for the subject site, as calculated under the applicable framework in 2000. In accordance with Clause 6 of the Parking Policy, any cash-in-lieu would be calculated based on the number of bays shortfall the City has previously approved. As the City has previously approved a 41-bay car parking shortfall, no cash-in-lieu of car parking would be applicable to this proposal;
- Location: The subject site is located along Oxford Street and is within the Leederville Town Centre. This is a high amenity area connected with pedestrian paths, public transport and with the Perth bicycle network through dedicated on-street bicycle lanes. The subject site is approximately 580 metres from the Leederville train station and adjoins the high frequency No. 15 bus route that connects the Perth CBD and Glendalough, via Leederville and Mount Hawthorn. The accessibility of these services would support travel to and from the subject site by means other than private car;

- Surrounding Context: The nature of surrounding area, being a Regional Centre zone and a town centre with a number of other nearby commercial land uses, would allow for multi-purpose trips that would reduce the overall parking demand within the area;
- Public Car Parking: The Parking Policy requires consideration of the availability of on-street and public car parks. A review of the on and off-street parking provided in the vicinity of the subject indicates that there is capacity to accommodate additional patron car parking, detailed as follows:
    - On-Street Parking:
        - Melrose Street contains a total of 34 car parking bays. 12 of these bays are 1P time restricted, and 22 are 2P restricted from 8:00 am to 5:30pm on Monday to Friday and 8:00am to 12:00pm on Saturday. The City's car parking survey data shows utilisation rates of 85 percent or above on every day between 6:00pm and 8:00pm. Use was highest on Friday between 9:00am and 11:00am at 91 percent. On Saturday the lowest utilisation was between 9:00am and 11:00am at 74 percent. The City's car parking data indicates that there is minimal car parking capacity within Melrose Street.
        - Richmond Street contains 150 car parking bays between Loftus Street and the western end of Richmond Street. To the west of Oxford Street, Richmond Street is characterised by residential dwellings including single houses, grouped and multiple dwellings. Parking is 2P restricted 8:00am to 5:30PM weekdays. The to the east of Oxford Street, the Richmond Street is characterised by residential single houses to its north, and the TAFE and Loftus Centre car park to the south. Car bays on the northern side of Richmond Street are subject to 1/4P and 1P parking restrictions between 8:00am to 5:30pm Monday to Friday and 8:00am to 12:00pm on Saturdays. Bays to the south are subject to ticket parking restrictions between 8:00am and 7:00pm daily. Utilisation peaked on Friday between 6:00pm and 8:00pm at 43 percent. The City's car parking data differentiate between the western and eastern portions of Richmond Street. However, data is available for P Ticket parking bays to the east of Oxford Street. Utilisation of the ticketed bays peaked at 27 percent on Saturday between 12:00pm and 2:00pm. Utilisation of the 2P bays peaked at 64 percent on Wednesday and Saturday between 9:00am and 11:00am and Saturday between 12:00pm and 2:00pm. This indicates that there is on-street car parking capacity within the ticketed bays on Richmond Street, to the east of Oxford Street.
        - The City's car parking survey provides data for Oxford Street between Leederville Parade and Bourke Street. Bays are subject to a variety of restrictions, including 1/4P, P 10min, 1P and P Ticket. 76 percent of the bays are 1P or P Ticket bays. The hospitality nature of the proposed use means that it is unlikely that 1/4P or P 10min bays would be used. Of the 1P and P Ticket bays, use peaked at 87 percent on Friday between 9:00am and 11:00am. Use was lowest on Wednesday morning between 9:00am and 11:00am at 48 percent. Friday was the busiest day, with 1P and P Ticket bays averaging 79 percent use. The data indicates that there is some on-street car parking capacity along Oxford Street. However, since the collection of the car parking data in 2018 there have been developments on and around Oxford Street that may have increased on-street car bay use. The introduction of more parklets has also removed on-street car parking bays. The result is that there is likely a reduced capacity of on-street car parking along Oxford Street.
    - Off-Street Parking: The subject site is approximately 330 metres from the Loftus Centre Car Park and contains 385 Parking Bays. These bays are free with 1.5P and 3P time limited on weekdays and 5P time limited on weekends. The City's parking survey data identified the busiest period as being Wednesday between 9:00am and 11:00am when the car park was at 62 percent capacity. The period of lowest usage was Saturday evenings between 4:00pm and 6:00pm and 6:00pm and 8:00pm with 13 percent usage;
- Bicycle Parking: Within 50 metres of the subject site there are 11 bicycle parking facilities in the Oxford Street verge. Although the City does not have data to confirm the utilisation rates of these facilities, the facilities would provide for conveniently located bicycle spaces for use by patrons and would support cycling as a convenient alternative to driving to the venue. It is noted that a condition of the previous approval for the restaurant/café was for two bicycle facilities be provided in close proximity to the entrance to the premises. The City has no record of this being provided. There is adequate area in the adjacent Oxford Street verge for additional bicycle facilities to be provided.

On this basis, the provision of car parking is not included as a reason for refusal.

Works

The application includes works comprising of an existing patio addition at the rear of the subject site adjoining two existing patios as well as acoustic barriers to the northern and western elevation of the subject site.

Patio Addition

The patio addition satisfies all relevant acceptable outcomes of the Built Form Policy including in relation to side and rear setbacks, pedestrian access and entries, and roof design.

It would also satisfy the element objectives of the Built Form Policy, as it relates to an ancillary single storey addition to the rear of an existing building. It is consistent with the nature of the other alfresco structures added to the rear of the subject site.

As an unenclosed structure supported by slim posts it also contributes limited building bulk and it would be located over an existing hardstand area.

Acoustic Barrier

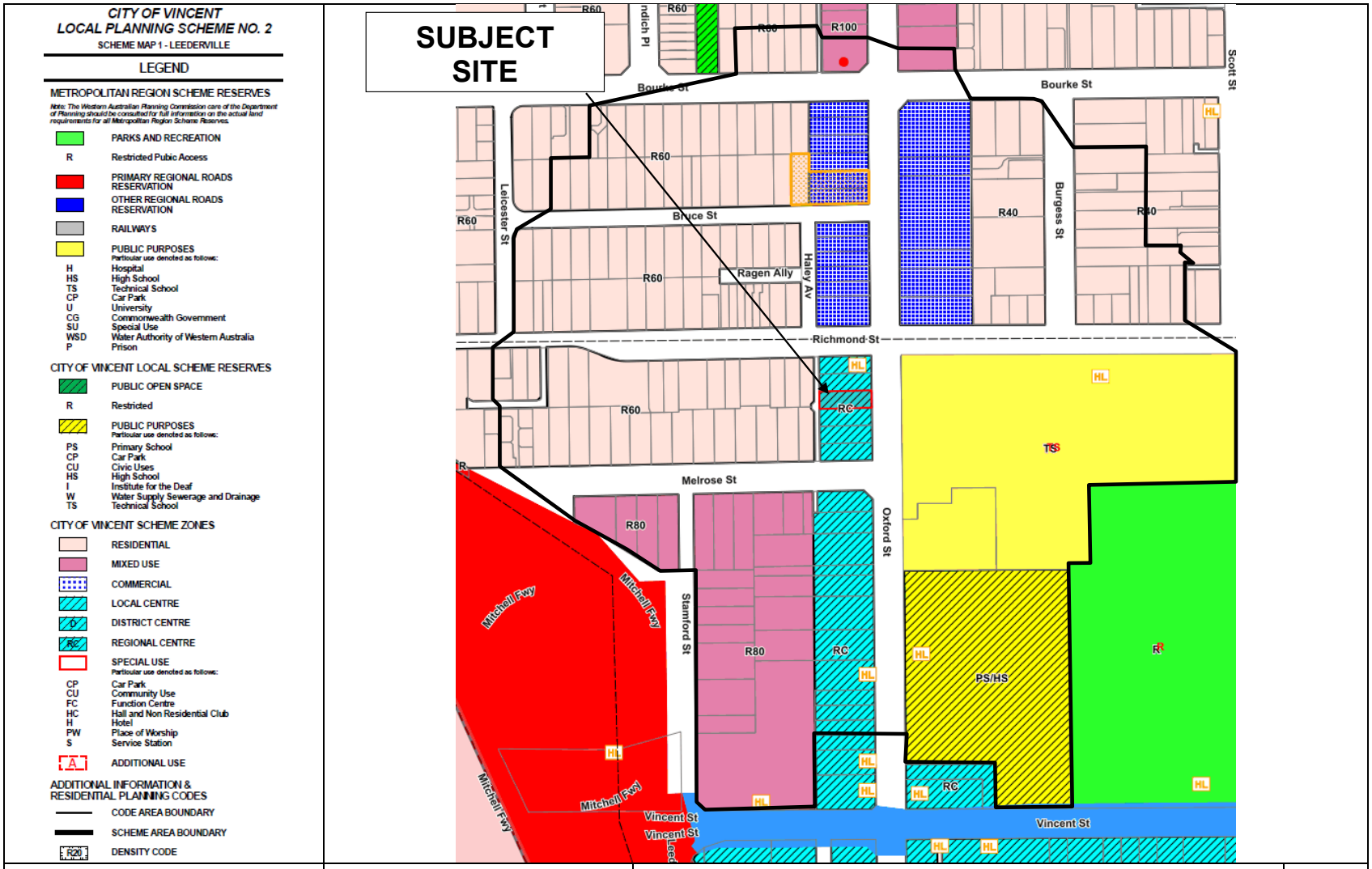
The proposed acoustic barrier as shown on the development plans would be treated as a boundary wall for the purposes of assessment under the Built Form Policy. It satisfies all relevant acceptable outcomes of the Built Form Policy relating to length and height.

The proposed acoustic barrier would be 2.4 metres high in accordance with the recommendations of the Acoustic Report. The development plans show this to be provided to only portions of the northern and western lot boundaries. This is not consistent with the recommendations in the Acoustic Report which show the screen to be provided to the entirety of the northern and western elevations of the patios.

Notwithstanding that Administration is of the view that the submitted Acoustic Report cannot be relied upon, if the acoustic barrier were extended in length to be consistent with the recommendations of the Acoustic Report, it would meet the Built Form Policy acceptable outcomes and element objectives.

The patio addition and acoustic barrier works are capable of approval in isolation, and do not form part of the reasons for refusal.

Given the unauthorised nature of the use which has continued to operate and is subject to prosecution proceedings, the entirety of the application is recommended for refusal.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
SUBJECT SITE
Bourke St
Scott St
Leicester St
Bruce St
Ragen Ally
Haley Av
Burgess St
Richmond St
Melrose St
Oxford St
Stamford St
Mitchell Fwy
Vincent St
R60
R80
R100
R40
RC
HL
TS
PS/HS
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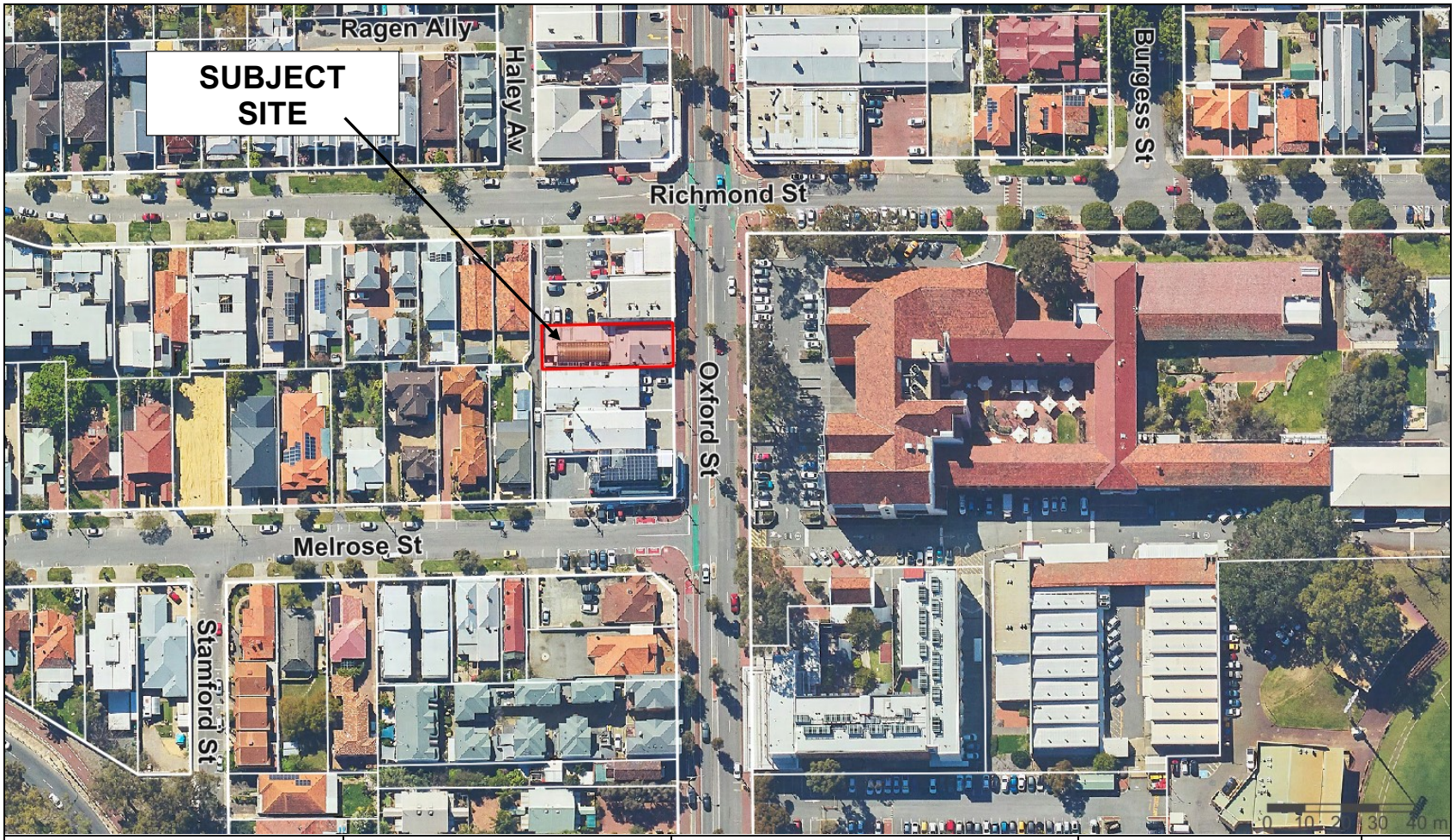
Consultation and Location Map
No. 209 Oxford Street, Leederville
Extent of Consultation
N



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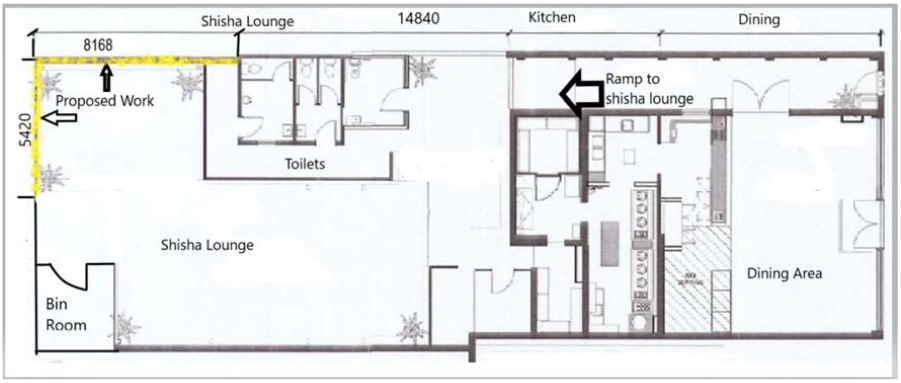
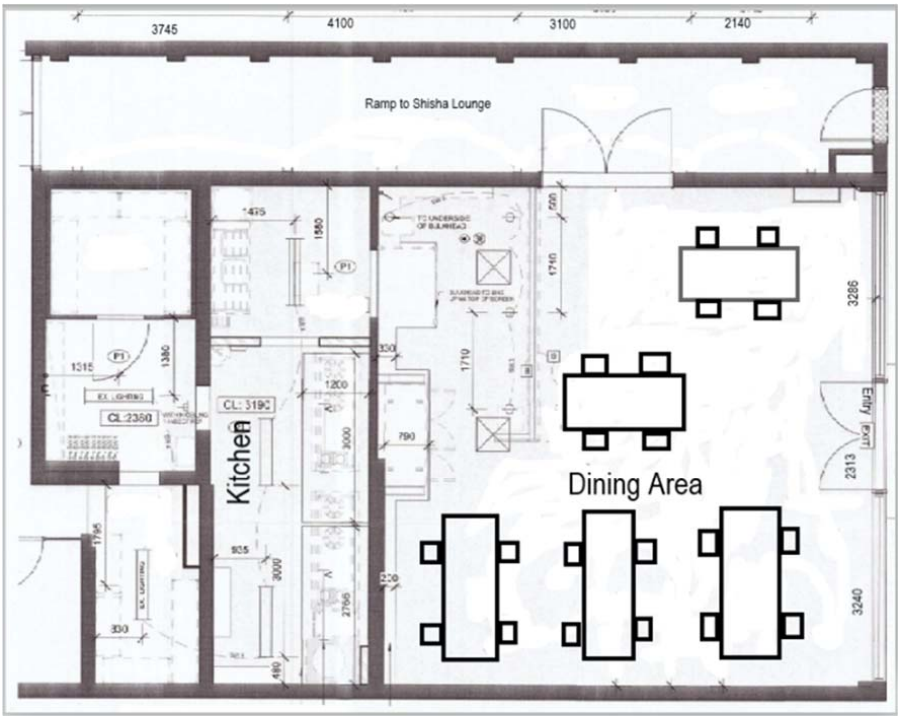


Site Plan



Floor Plan Restaurant

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2 Jun 2022

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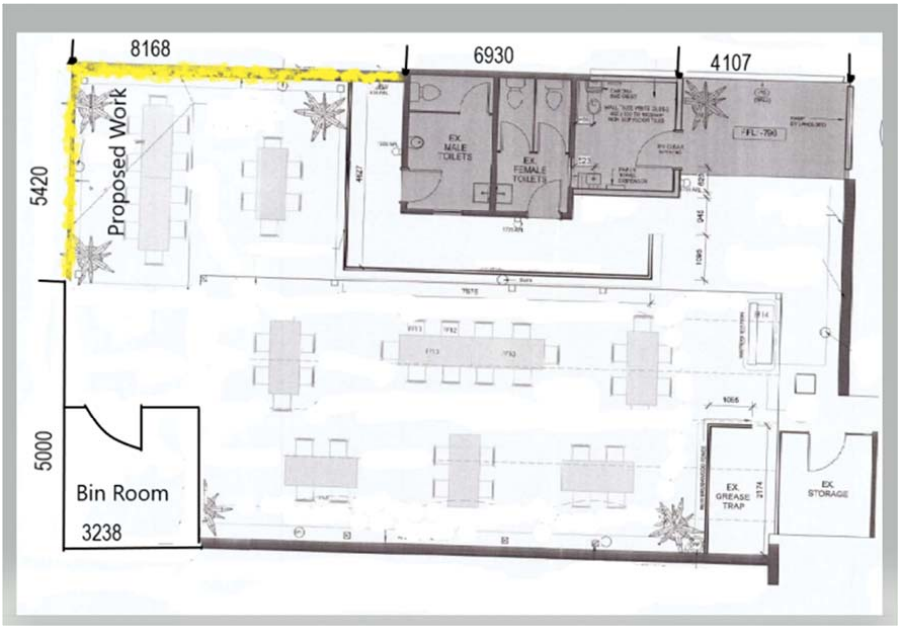
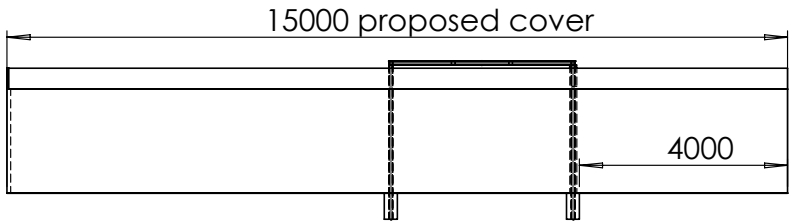
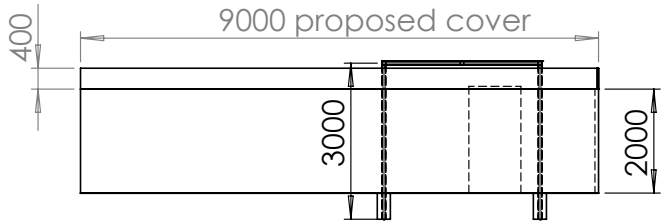
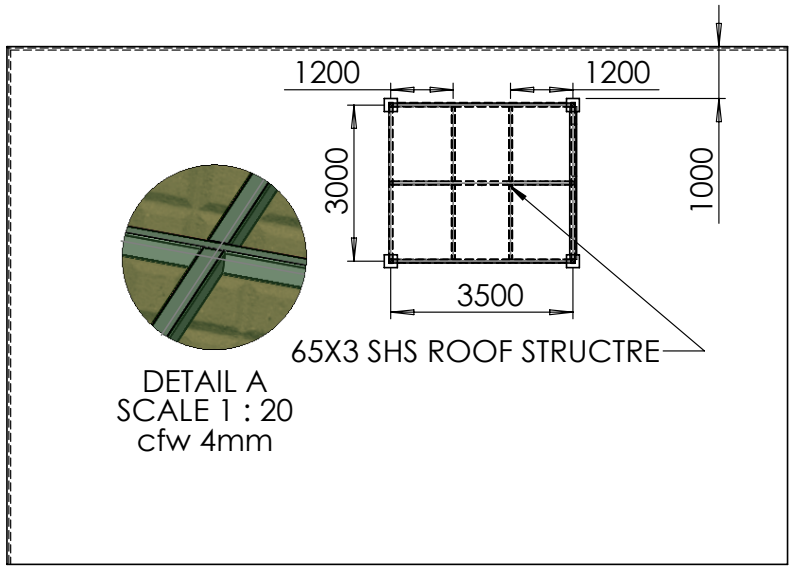
2 June 2022

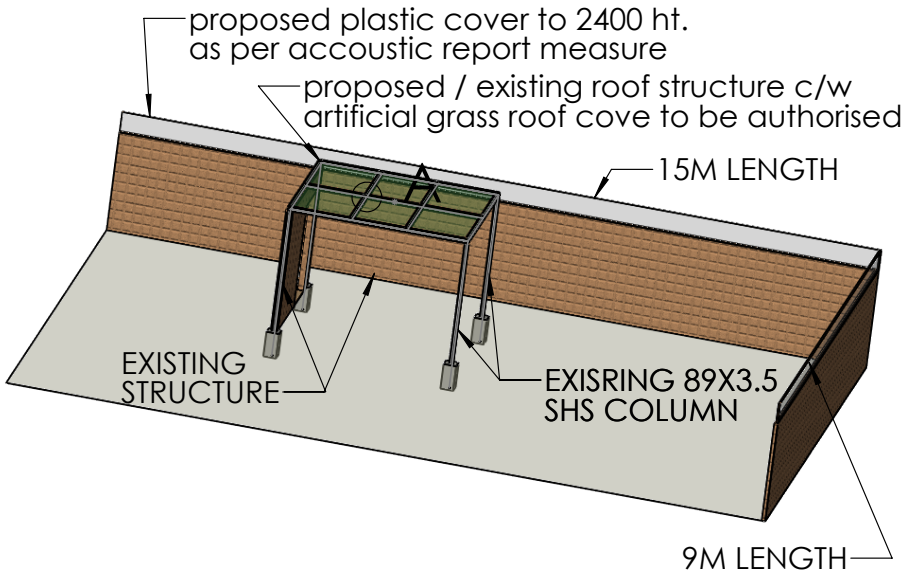


Floor Plan Shisha Lounge









HA-DEC GROUP
Design & Engineering Consultants

ZAID / MAHMOUD REVISION A

Address:
209 OXFORD STREET, LEEDERVILLE

1- 300X3500 ROOF COVER TO BE AUTHORISED

2- EXTENDED FENCING PREMETER HEIGHT AS REQUIRED BY ACC. REPORT

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	NAME	SIGNATURE	DATE
DRAWN			
CHK'D			
APPV'D			
MFG			
Q.A			

UNLESS OTHERWISE SPECIFIED:
DIMENSIONS ARE IN MILLIMETERS
SURFACE FINISH:
TOLERANCES:

WEIGHT:

TITLE:
SHESHA BAR/ SMOOKING AREA AUTHORIZATION FOR SHESH-BESH RESTAURANT

DWG NO. HDC - 050422 - 01 A4

SCALE:1:200 SHEET 1 OF 2

HA-DEC GROUP
Design & Engineering Consultants

Shesh Besh Shisha Bar and Restaurant

Shesh Besh Shisha Bar and Restaurant located at 209 Oxford street, Leederville, WA, 6007 is a restaurant and shisha bar which also has an outdoor shisha smoking area recently in operation for its patrons. A maximum of 50 patrons is allowed within the shisha bar smoking area at any given time, and hookah smoking devices are utilised together with the sale of beverages for patrons within the establishment. There are no live/pre-recorded music plays on the venue. A 1x flat screen TV is situated on the eastern facing wall of the outdoor area.

Operational Hours		**No: of Staffs**	**Maximum No: of customers at one time**
Monday	4pm – 12am	3 (shisha bar) 4(restaurant)	50
Tuesday to Friday	2pm – 12am		
Saturday and Sunday	12pm – 12am		

Any anti-social behaviour inside the venue will be initially managed by the management like approach the patrons and tell them to stop and leave, if they don't comply then the management will seek assistance from WAPOL (000) or city's Ranger service (92736000 or 92736061-after hours).

Proposed Work

Installation of plastic barrier as per acoustic report, Plastic barriers are ready made and hence no cutting are required to perform onsite. The readymade

plastic barrier will be installed directly and hence no loud noise or other hazards will be occurred.

The proposed work does not affect the business operation. The intended work will be performed and finishes before business hour of the business.

The use of plastic barriers as an extension to the walls will actually reduce the noise levels from reaching outside the venue, the business will operate alongside with this use.

Equipment's Used- No heavy machineries or equipment's are used. Just required cordless screwdrivers.

Hours of work- 1 Day

Number labours required to perform work- 2

Car Parking

There is no allocated parking for the customers and they need to park on street. Contractors assigned for the job will park their vehicle on street and will perform their work. This vehicle won't cause any sort of parking or traffic issues on the street. Kindly see attached parking management plan.

Waste Management Plan

No wastes are occurred during the installation of the barriers -Attached PDF

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Scheme No 2

Part3 Clause 16- Zones and the Use of Land

Regional Centre Zone Objective	Proposed Business Assessment
To provide a range of services and uses to cater for the local and regional community, including but not limited to specially shopping, restaurants, cafes and entertainment.	The proposed business presents a combined services of dinning in restaurant and a separate access for shisha lounge that perfectly integrates with the developing nature of the community. A hub of and social gathering that provides entertainment for local community.
To provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the centre.	Our business provides employment opportunities to over 20 staff from various traditions and on different employment basis. The diversity within our employment platform is well presented and considered to be a value add to our business that enhances the interaction with the community
To encourage high quality pedestrian-friendly street orientated development that responds to and enhances the key element of the Regional Centre, and to develop areas for public interaction.	The glass frontage of our restaurant ensures perfect interaction and connectivity with the community and the outside pedestrians. The warm back ground music at the restaurant and the state of the art internal fit out provisions have become a source of attraction to pedestrians. Our business ensures design tonality with the businesses in Leederville central and hence places the regional area in different position that meets the community's expectations.
To ensure level of activity, accessibility and diversity of uses and density to sustain public transport and enable casual surveillance of public space.	The location of our business and the close proximity to bus stops and train station encourage the customers to use means of public transport services, which in turn sustain TransPerth WA. Please note that wide spectrum of our customers and staff benefiting from the bus stop that is literally in front of our restaurant entrance. In addition, the unique glass frontage and the location of our restaurant facilitate an uninterrupted overlook in and to the neighbouring areas.
To provide residential opportunities within the Regional Centre including high density housing affordable housing, social and special needs housing, tourist accommodation and short term accommodation.	Our business employs staff from various background, ages and working permit conditions which makes it easier for them to reside within the area and therefore enhances the residential and accommodation opportunities .
To ensure that the centres are developed with due consideration to State Planning Policy 4.2 Activity Centres for Perth and Peel.	In light of the above responses, it is evident that our business is perfectly in keeping with the referred to Policy. Its provisions communicate with the Policy's objectives

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Policy No 7.7.1 Non-residential development parking requirements

We note your comment that the City's Parking Policy doesn't include a specified car parking standard for an unlisted land use. The usual capacity of our business at any one time i.e 50 customers and the trading hours of both the restaurant and the shisha lounge qualify the dependency on the City's car parking provisions that are spread throughout the area without violating the private parking allowance of neighbouring premises. In addition, the close proximity of and the tendency of our customers to use public transport provisions have added further assurance that our business is in fact operate without the need for dedicated car parking bays. We have implemented certain trading hours for both functions (restaurant and shisha lounge) to properly manage the car parking requirements. Our trading hours that commence after 5 Pm avoid the busy hours of neighbouring businesses which has been evident throughout the previous 3 years.

It is unfortunate that the physical location of our property preclude us from accommodating an easy accessible car parking bays and therefore request to consider our case based on the above circumstances.

Other Information

- **Waste Management Plan**

Please be informed that the waste management plan was developed by our service provider (JJ Richards and Sons) trading as JJ's Waste and Recycling. We have conveyed your requirements to them and the below clarifications were received from their end:-

Description	Clarification
waste generation volumes for three waste streams	Please refer to the attached Service Calendar provided by JJ's Waste and Recycling
number and volume of bins	Please refer to the attached Service Calendar provided by JJ's Waste and Recycling
bin store location and structural details, including wash down amenity	We have 1x 1100 litre waste bin that is allocated at a designated lockable area easily accessible from the rear lane so it can be emptied by JJ's Waste and Recycling on the specified frequency i.e 3 times per week and washed by our staff
waste collection frequency	Please refer to the attached Service Calendar provided by JJ's Waste and Recycling
collection point	From the designated area mentioned above
bin presentation point	Not applicable as JJ's Waste and Recycling are appointed as our incumbent service provider

- **Max number of customers at any one time**

We hereby confirm that the maximum number of customers at any one time that we have so far entertained is 50 customers as mentioned in the acoustic report. The reference to 80 customers is a type error

-

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- **Licences and permits**

Please see attached licence to sell tobacco product/retailer sale issued by WA Government – Department of Health/ Tobacco Control Branch.

Consultation Comments

Please see attached table confirming our response to all comments as required.

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Acoustics & Audio Production
ABN: 42 797 265 577
Phone: 0466 660 629
acoustics.ap@gmail.com
www.acoustics-ap.com.au

Ref: HADE001.2022
23rd February 2022

ACOUSTIC REPORT

SHESH BESH SISHA BAR & RESTAURANT

209 OXFORD STREET, LEEDERVILLE WA 6007

CONTENTS

Introduction	*Page 3*
Summary	*Page 3*
Site Description	*Page 4*
Acoustic Environment	*Page 6*
Receivers and Noise Monitoring Procedures	*Page 7*
Noise Criteria	*Page 8*
Assessment	*Page 10*
Results	*Page 11*
Acoustic Modelling	*Page 11*
Methodology	*Page 12*
Recommendations	*Page 13*
Assessment Post Implementation of Recommendations	*Page 14*
Conclusion	*Page 14*

INTRODUCTION

Acoustics & Audio Production has been engaged to undertake an acoustic assessment of the *Shesh Besh Shisha Bar & Restaurant* currently in operation at 209 Oxford Street, LEEDERVILLE WA 6007.

It is understood approval is being sought from the City of Vincent to operate the outdoor smoking area under a maximum capacity of 50 patrons at any one time, therefore this assessment has been compiled to determine if the site can achieve compliance with the Assigned Outdoor Noise Level. Also, if determined to be required, provide recommendations with the aim of achieving compliance with the assigned outdoor noise during the entirety of the site's operations.

This assessment considers the following:

- Noise associated with:
  - Patron noise within the proposed site under maximum occupancy; and
  - Mechanical Services.
- Existing ambient noise levels received at the nearest noise sensitive receivers identified.
- The City of Vincent's Sound Attenuation Policy 7.5.21.
- Environmental Protection (Noise) Regulations 1997 assessment criterion.

This report contains the results of onsite noise levels measured at the boundary of the noise sensitive receivers closest to site under a 'worst-case' scenario of 50 patrons conversing within the outdoor shisha smoking area during the night-time period of after 10pm, including noise associated with mechanical services, all occurring simultaneously. Noise monitoring was carried out during the hours of 10:15pm to 10:45pm, Friday 18th February 2022 which was considered by the owners as the busiest time for the establishment when it is under full capacity in the outdoor smoking area.

SUMMARY

The objective of this assessment was to establish noise levels attributable to *Shesh Besh Shisha Bar & Restaurant*, particularly patron conversational noise and assess the results against the applicable regulatory criteria. For this assessment L_{A10} criteria has been used for the purpose of this study as it represents the most practical criterion for this business.

Based on our onsite noise survey, noise levels under a 'worst case scenario' have been found to exceed the most stringent assigned outdoor level (night-time) by up to +10dB(A). This can be compared to the regulatory criteria where noise emissions are not to exceed L_{A10} 44 dB(A) at the nearest residential premises located approximately 4m to the West of the business and L_{A10} 60 dB(A) at the surrounding commercially zoned premises.

Therefore, in order achieve compliance to the most stringent night-time assigned outdoor level it is recommended to extend the barrier wall to the West and North of the business to a minimum height of 2.4m or, if feasible, to the ceiling height of the establishment.

SITE DESCRIPTION

Shesh Besh Shisha Bar & Restaurant (see figure 1 below) is a restaurant and shisha bar which also has an outdoor shisha smoking area recently in operation for its patrons. The owner has noted a maximum of 50 patrons is allowed within the shisha bar smoking area at any given time, and hookah smoking devices are utilised together with the sale of beverages for patrons within the establishment. Live/Pre-Recorded music does not occur within this area. A 1x flat screen TV is situated on the Eastern facing wall of the outdoor area; however, it is noted that the sound level at which the TV is set is inaudible at any point outside of the establishment.

The busiest time for the outdoor smoking area has been found to be between 9pm and 12am on Friday and Saturday night whereas at other times of the day/evening throughout the establishment's operation patron numbers in this area is significantly lower. The operating hours of the establishment is as follows:

Operating Hours

Day	Time Period
Monday	4pm – 12am
Tuesday to Friday	2pm – 12am
Saturday and Sunday	12pm – 12am



Figure 1: Shesh Besh Shisha Bar & Restaurant
(Source: Google StreetView)

The layout of outdoor smoking area is shown in Figures 2.1 and 2.2 below.



Figure 2.1: Outdoor smoking area of Shesh Besh Shisha Bar & Restaurant



Figure 2.2: Outdoor smoking area of Shesh Besh Shisha Bar & Restaurant

During our onsite testing we noted that the barrier wall screening the outdoor smoking area at the rear of the property (as shown in Figures 3.1 and 3.2 below) is of comparable height to the thin wooden boundary fencing of the nearest noise sensitive receiver approximately 4m West of the site. Wooden slats which are spaced with an approximate gap of 1inch between slats are situated on top of the brick boundary wall at a height of up to approximately 1 to 1.5 feet above the brickwork; however, they are considered to have little effect on screening sound emitting from the premises. We note that conversational noise was the primary noise source from the establishment was passing over the screening boundary wall and through the wooden slats at the rear Western and Northern side of the establishment.



Figure 3.1: Rear boundary of Shesh Besh Shisha Bar & Restaurant
(Source: Google StreetView)



Figure 3.2: Rear boundary of Shesh Besh Shisha Bar & Restaurant
(Source: Google StreetView)

ACOUSTIC ENVIRONMENT

The *Shesh Besh Shisha Bar & Restaurant* is located at 209 Oxford Street, LEEDERVILLE WA 6007, with commercial properties directly adjacent to the site, residential properties to the rear of the establishment at a boundary distance of approximately 4 meters from the site with North Metropolitan TAFE situated across the road to the East. The site is identified as being located within the LPS2 Zone of 'Regional Centre' with the noise sensitive residential properties to the West identified as being situated in the LPS2 Zone of R60 'Residential'. Zoning was confirmed through the City of Vincent Intra-maps, Public Planning Scheme.

The secondary road within the 100m radius is identified as Oxford Street, with 5 major roads situated within 450m from the noise sensitive receivers. The major roads are identified as the following:

- Mitchell Freeway;
- Vincent Street;
- Loftus Street; and
- Newcastle Street

RECEIVERS & NOISE MONITORING PROCEDURES

The locations below have been chosen as representative of the surrounding nearest noise receivers. Refer to Figure 4 below for site location.

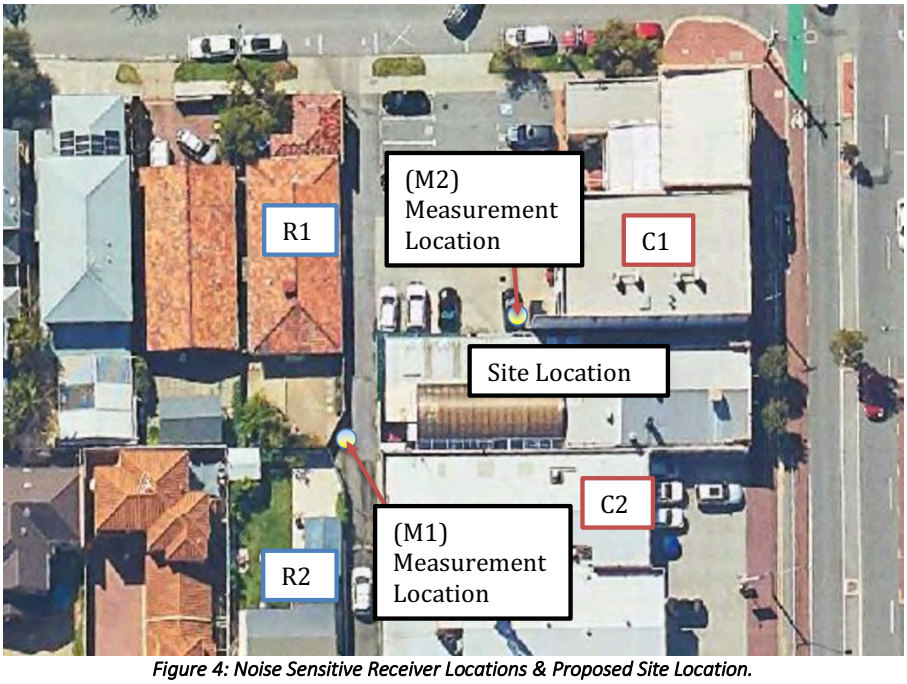

Figure 4: Noise Sensitive Receiver Locations & Proposed Site Location.
(Source: City of Vincent - Intramaps)

FIGURE 1: LEGEND

1. (R1) 105 Richmond Street, LEEDERVILLE;
2. (R2) 8 Melrose Street, LEEDERVILLE;
3. (C1) 213 – 215 Oxford Street, LEEDERVILLE;
4. (C2) 205 – 207 Oxford Street, LEEDERVILLE; and
5. (M1) Onsite Noise Measurement Location

EQUIPMENT

The following equipment was used to record existing ambient noise levels:

- Cirrus CR171 Type 1 Sound Level Meter
- Cirrus CR515 Acoustic Calibrator

Both the Cirrus Sound Level Meter and Acoustical Calibrator hold current NATA Laboratory Certification and had been field calibrated before and after the noise-monitoring period. No significant drift from the reference signal was recorded. Laboratory certificates may be provided upon request.

NOISE MONITORING

A Cirrus CR171 Type 1 Sound Level Meter was used at the boundary of the noise sensitive premises identified in figure 1. The purpose of this was to measure the noise levels associated with the *Shesh Besh Shisha Bar & Restaurant* outdoor smoking area under a worst-case scenario of maximum capacity and mechanical plant in full operation being received at the nearest noise sensitive locations identified within this report.

The monitor was located in a free field position, with the microphone approximately 1.4m above the ground surface level. Noise monitoring was conducted generally in accordance with Australian Standard AS1055:1997 Acoustics - Description and measurement of environmental noise.

MEASURED NOISE LEVELS

Table 1 below, shows the measured noise levels from our onsite attended noise survey conducted at the closest boundary of the nearest noise sensitive receiver. Noise monitoring was conducted after 10pm on Friday night indicative of the common operating hours with which the site will be under full capacity within the outdoor smoking area and is considered as a 'worst-case' scenario for noise emissions expected from the site.

Table 1 – Measured Ambient Noise Levels dB(A) the nearest noise sensitive receiver location

Date/Time	Location	Measured Level (dB)				
		L_{Aeq}	L_{A10}	L_{A1}	$L_{A(max)}$	L_{A90}
Friday 18th Feb 2022	M1	52.3	53.9	57.2	66.4	49.6
10:15pm to 10:45pm	M2	50.7	52.1	54.9	66.2	48.7

METEOROLOGICAL DATA

The following meteorological conditions were present during the onsite monitoring conducted on the night of Friday, 18th February 2022.

Table 2 – Meteorological Conditions 18th February 2022

Parameter	Result
Temperature (°C)	21°C
Wind Speed (m/s)	5m/s
Wind Direction	South South West
Humidity (%)	31%

NOISE CRITERIA

This assessment is based on the requirements stipulated in the Environmental Protection (Noise) Regulations 1997 in order to ensure that the nearest noise sensitive receivers are protected from unreasonable noise associated with proposed development.

ENVIRONMENTAL PROTECTION (NOISE) REGULATIONS 1997

The allowable noise levels at the surrounding noise sensitive areas are determined by the Environmental Protection (Noise) Regulations 1997. Regulations 7 & 8 stipulate that the allowable external noise levels determined by the calculation of an influencing factor (Table 3.2), which is then added to the base levels (see Table 3.3 below).

Table 3.1 – Baseline Assigned Outdoor Noise Level

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Noise Sensitive Premises	0700 – 1900 hours Monday to Saturday	45 + IF	55 + IF	65 + IF
	0900 – 1900 hours Sunday and Public Holidays	40 + IF	50 + IF	65 + IF
	1900 – 2200 hours all days	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	35 + IF	45 + IF	55 + IF
Commercial	All Hours	60	75	80

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.
IF is the influencing factor.

Table 3.2 – Influencing Factor Calculation (Residential)

Description	100m Radius	450m Radius	Influencing Factors
Commercial	42%	16%	2.9dB
Industrial	0%	0%	dB
Major Roads	NIL	Yes = Mitchell Freeway Yes = Vincent Street Yes = Loftus Street Yes = Newcastle Street	6dB
Secondary Roads	Yes = Oxford Street	N/A	
Sports Venues	NIL	Yes = Leederville Oval	0dB
Total Influencing Factor = **8.9 dB, i.e. *9dB***			

Based on the information in Table 3.2, an influencing factor is applied to the base line assigned noise levels for the noise sensitive receivers identified and the adjusted assigned outdoor noise levels have been compiled in Table 3.3 below, Table 3.4 below indicates the assigned outdoor noise level for the surrounding commercial premises.

Table 3.3 – Assigned Outdoor Noise Level (Residential)

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Noise Sensitive Premises	0700 – 1900 hours Monday to Saturday	54	64	74
	0900 – 1900 hours Sunday and Public Holidays	49	59	74
	1900 – 2200 hours all days	49	59	64
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	44	54	64
Commercial	All hours	60	75	80

Table 3.4 – Assigned Outdoor Noise Level (Commercial)

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Commercial	All hours	60	75	80

ASSESSMENT

The measured results from our onsite noise survey have been summarised below for ease of reporting, and are shown in Table 4.1. The L_{A10} parameter has been used in this assessment as it represents the noise level exceeded for 10% of the overall time and believe this parameter to be the most suitable for this assessment.

Table 4.1 – Measured Noise Level Results at Receiver Locations

Location	Description	Scenario	Measured Noise Level, L_{A10} dB(A)
R1	'Worst-case' Scenario Outdoor smoking area under full capacity, with mechanical plant in full operation	All windows and doors open	54
R2			54
C1			52
C2			54

The applicable adjustments to the calculated noise levels, in accordance with the Environmental Protection (Noise) Regulations 1997, are listed above. Based on calculated noise levels relative to the measured background noise levels, at the nearest premises, noise levels are likely to contain tonal characteristics and therefore adjustments to the predicted noise levels for tonality have been applied in Table 4.2.

Table 4.2 – Applicable Adjustments to the Measured Noise Emissions L_{A10} dB(A)

Receiver	Measured Noise Level, dB(A)	Applicable Adjustments to the Measured Noise Levels, dB(A)			Assessable Noise Level, L_{A10} dB(A)
		Where Noise Emission is Not Music			
		Tonality	Modulation	Impulsiveness	
R1	54	-	-	-	54
R2	54	-	-	-	54
C1	52	-	-	-	52
C2	54	-	-	-	54

RESULTS

Table 5 assess the adjusted levels for compliance against Environmental Protection (Noise) Regulations 1997 outdoor noise criterion, with the results shown in the table below.

TABLE 5 – Assessment of Noise Levels Against the Assigned Outdoor Noise Criterion

LOCATION	SCENARIO	'Worst-case' Scenario Outdoor smoking area under full capacity, with mechanical plant in full operation occurring simultaneously		Assigned outdoor noise level target L_{A10} SPL dB(A)	Compliance to the applicable assigned outdoor noise criterion
		Time	L_{A10}	L_{A10}	
R1	Windows and doors open	Day	54	54	Yes
R2			54		Yes
C1			52	60	Yes
C2			54		Yes
R1	Windows and doors open	Evening	54	49	+5
R2			54		+5
C1			52	60	Yes
C2			54		Yes
R1	Windows and doors open	Night	54	44	+10
R2			54		+10
C1			52	60	Yes
C2			54		Yes

As shown in Tale 5 above, compliance to the Environmental Protection (Noise) Regulations 1997 can be achieved during the day assessment period however exceedances to the regulations were found during both the evening and night periods therefore we provide the following recommendations in order to reduce the receivers noise exposure as far as practicable, and achieve compliance to the Environmental Protection (Noise) Regulations 1997 assigned outdoor noise criterion throughout the entirety of the site's operation, provided the following recommendations are adhered too.

Acoustic modelling has been compiled to determine the predicted reduction in noise associated with the standard operations of the establishment post recommendations and are shown below.

ACOUSTIC MODELLING

Our mathematical predictions of the sound levels reaching both residential and the surrounding commercially zoned locations post implementation of the recommendations put forth within this report is based on our onsite field measurements and technical data compiled. The predictions have included the following parameters.

a) The structure and layout of the building.

b) Sound transmission through the building walls and roof.

c) Attenuation provided over distance to the nearest residential receivers and surrounding commercially zoned premises identified within this report.

d) Acoustic screening provided via the surrounding structures i.e. boundary fences.

e) Ground reflections.

f) Reflection from the façades of the surrounding receivers identified.

Weather conditions for the modelling were as stipulated in the Environmental Protection Authority's "Draft Guidance for Assessment of Environmental Factors No.8 – Environmental Noise" and for the day periods are as listed in Table 6 below.

Table 6 – Acoustic Modelling: Weather Conditions

Condition	Day
Temperature	20^0C
Relative Humidity	50%
Pasquil Stability Class	E
Wind Speed	4m/s*

* From sources, towards receivers.

METHODOLOGY

As part of the study, onsite noise level measurements were conducted at the boundary of the nearest noise sensitive receiver closest to the *Shesh Besh Shisha Bar & Restaurant* during the busiest trading period of the venue under a full capacity on Friday night after 10pm. The results of our onsite noise monitoring are shown on page 6 of this report.

Noise imissions[1] expected at the nearest neighbouring premises after the implementations of the recommendations put forth within this report, have been modelled with the computer program SoundPLAN 8.0. Sound Power levels used in our assessment are shown in Tables 7.1 to 7.2, we have assumed that all sound sources occur simultaneously, in order to model a 'worst-case-scenario' for noise emissions expected from the site when in full operation.

CONVERSATION NOISE EMISSIONS

Table 7.1 below identifies the Sound Power Level expected from standard conversational noise. Modelling has been conducted based on 50% of patrons conversing at the same time.

Table 7.1: People Talking Outdoors, Sound Power Levels, $L_{Aeq,\ 15\text{-}minute}$ dB(A)

Description	Sound Power levels (dB) at Octave Band Centre Frequencies (Hz)								
	Sum dB(A)	63	125	250	500	1k	2k	4k	8k
1 person talking with normal voice	66	57	57	63	66	59	55	51	46

MECHANICAL PLANT

Table 7.2 identifies the Sound Power Level from the mechanical plant (air conditioner condenser unit) located at the rear of the establishment.

Table 7.2: Mechanical Plant, Sound Power Levels, $L_{Aeq,\ 15\text{-}minute}$ dB(A)

Description	Sound Power levels (dB) at Octave Band Centre Frequencies (Hz)								
	dB(A)	63	125	250	500	1k	2k	4k	8k
A/C condenser unit	70	74	76	76	66	61	54	43	40

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CAR PARK NOISE EMISSIONS

The site does not provide parking for patrons therefore has been omitted in this assessment.

RECOMMENDATIONS

- Extend the barrier walls across the Western and Northern sides of the property to a minimum height of 2.4m or (if feasible) to the ceiling height of the establishment, the walls extension can be comprised of a variety of construction materials (as shown below) and is to achieve a minimum surface density of 15kg/m^2. In all instances the barrier wall extension must be continuous and without airgaps as to not degrade the acoustic performance of the structure.

  The barrier wall may be comprised of the following construction elements.

  - Brickwork;
  - Precast Concrete Panels;
  - Limestone blocks;
  - Concrete Blockwork;
  - Timber;
  - Transparent Acrylic
  - Fibre Cement; or
  - Recycled Plastic.



Figure 5: Recommended Barrier Wall Extension Locations

ASSESSMENT POST IMPLEMENTATION OF RECOMMENDATIONS

Table 8 below shows the calculated noise levels expected at the receivers identified within this report post the implementation of the barrier wall extensions.

TABLE 8 – Assessment of Expected Noise Levels Post-Implementation of Recommendations

LOCATION	SCENARIO	'Worst-case' Scenario Outdoor smoking area under full capacity, with mechanical plant in full operation occurring simultaneously Post implementation of Recommendations		Assigned outdoor noise level target L_{A10} SPL dB(A)	Compliance to the applicable assigned outdoor noise criterion
		Time	L_{A10}	L_{A10}	
R1	Windows and doors open	Day	44	54	Yes
R2			44		Yes
C1			42	60	Yes
C2			44		Yes
R1	Windows and doors open	Evening	44	49	Yes
R2			44		Yes
C1			42	60	Yes
C2			44		Yes
R1	Windows and doors open	Night	44	44	Yes
R2			44		Yes
C1			42	60	Yes
C2			44		Yes

As shown in table 8 above full compliance to the Environmental Protection (Noise) Regulation 1997 assigned outdoor noise criterion is expected to be achieved once the recommendations put forth within this report are implemented.

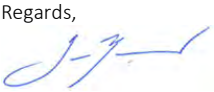
CONCLUSION

The objective of this assessment was to establish noise levels attributable to the *Shesh Besh Shisha Bar & Restaurant*, particularly conversational noise, assess the associated noise emissions against the Environmental Protection (Noise) Regulation 1997 assigned outdoor noise criterion and if exceedances are found, provide mitigation measures in order to reduce associated noise to a compliant level.

Noise levels calculated under a 'worst case scenario' have been found to exceed the evening and night-time assigned outdoor noise criterion by up to +10dB(A). However, with the implementation of the recommendations put forth within this report we believe that associated noise being received by the nearest noise sensitive receivers can be reduced to level compliant to the Environmental Protection (Noise) Regulation 1997 during the entirety of the business's operation.

I trust the above meets your requirements on the matter. Should you have any queries do not hesitate to contact our office.

Regards,



Ian Burman
(A.A.A.S)
Noise Officer: 14009
ACOUSTICS & AUDIO PRODUCTION

HA-DEC GROUP
Design & Engineering Consultants

Parking Management Plan

Owner/Applicant Details	
Name:	Hany Ayad, HA-DEC GROUP PVT LTD
Address:	1C, Katoomba Pl, Belmont, WA, 6104
Phone:	0401 166 622
Email:	hany@hadecgroup.com.au
Applicant Signature:	

Property Details	
Lot Number:	4
Address:	Shesh Besh shisha Bar and Restaurant, 209 Oxford street, Leederville, WA, 6007

Parking Allocation:

The following table outlines the parking available for the different users of this development application, Shesh Besh shisha bar and restaurant doesn't have any allocated parking space as the business is on the city limit, Owner and all staffs rely on street parking

Parking Allocation	
Total Number Car Parking Spaces	Nil- The Business does not have any allocated parking spaces
Total Number Short Term Bicycle Parking Spaces	Nil
Total Number Long Term Bicycle Parking Spaces	Nil
Total Number Other Bays	Nil

Development Type	Development Users	Parking Allocation			
		Type/Duration	No: Car Spaces	No: Bicycle Spaces	No: Other Spaces
Installation of plastic barrier as per acoustic report on Shesh Besh shisha bar	Staff	Employee (>3 hours)	Nil	Nil	Nil
	Customers	Visitor (<3 hours)	Nil	Nil	Nil
	Other	Service/Delivery (15 minute)	Nil	Nil	Nil

Public Parking

Shesh Besh shisha bar and restaurant doesn't have any allocated parking space as the business is on the city limit and the only parking access for staff and customers is public parking available on the street.

	Location	No. Marked Spaces/ Unmarked Spaces	Parking Restrictions
On Street Parking	Oxford street	0 marked spaces, 4-5 cars can be parked on unmarked spaces	Ticket with time restrictions (15min, 1P) 8hrs-1730hrs- Free after 1730hrs and on Sundays
	Melrose street East	0 marked spaces, 10 cars can be parked on unmarked bays	Time restrictions (1P, 2P) 8hrs-1730hrs- Free after 1730hrs and on Sundays
	Richmond street East	0 marked spaces, 10-15 cars can be parked on unmarked bays	Time restrictions (1P, 2P) 8hrs-1730hrs- Free after 1730hrs and on Sundays

	Richmond street West	15-20 marked spaces	Ticket with time restrictions (15min, 1P) 8hrs-1730hrs- Free after 1730hrs and on Sundays
Off Street Parking	Nil	Nil	N/A

Alternative Parking

Transport Option	Type and Level of Service
Public Transport	
Train	Nearest train station is on Leederville and it's a 10 min walk to the business
Bus	Bus: 15,388,402,84,970 have routes that pass near shesh besh shisha bar and there is a bus stop in front of the business and a bus waiting shed across the road.
Pedestrian	
Paths	Footpath parallel to all roads near to business
Facilities	Bus waiting shed, North metropolitan Tafe, Restaurants
Cycling	
Paths	Cycle path on both side of Oxford street
Facilities	Push bikes can be parked and locked on bike hoop core drilled into concrete situated on oxford street and Richmond street.

- As there are no allocated spaces for parking, the management and staff parks on street at their own responsibility and some staffs uses public transport as a mode to reach the business.
- Staff and Management always makes aware to customers about the parking and makes sure the customers have parked responsibly based on the street signs.
- Contractors assigned to install the plastic barriers will also park on street and as authorized personnel related to this job, I will be responsible related to parking of contractor's vehicles.
- Staffs and management always promote public transportation as an alternative transport mode to the customers as there is no designated parking spots for the business. Bus waiting sheds and bus stops are available in front of the business.

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6 May 2022

HA-DEC GROUP
Design & Engineering Consultants

Waste Management Plan

Introduction

- Shesh Besh shisha bar -209 Oxford street, Leederville WA 6007
- Nature of work- Installation of plastic barrier as per acoustic report, certify unauthorized extension.
- Number of workers and days involved: 2 workers, 1 day
- Projected number of tenants during development- 3

Waste Composition and Generation

We are using cut to size plastics for the completion of job and hence the amount of wastes generated during this process is 0.00cubic meters of plastic.

Waste Management System- Internal

Bin Storage Area

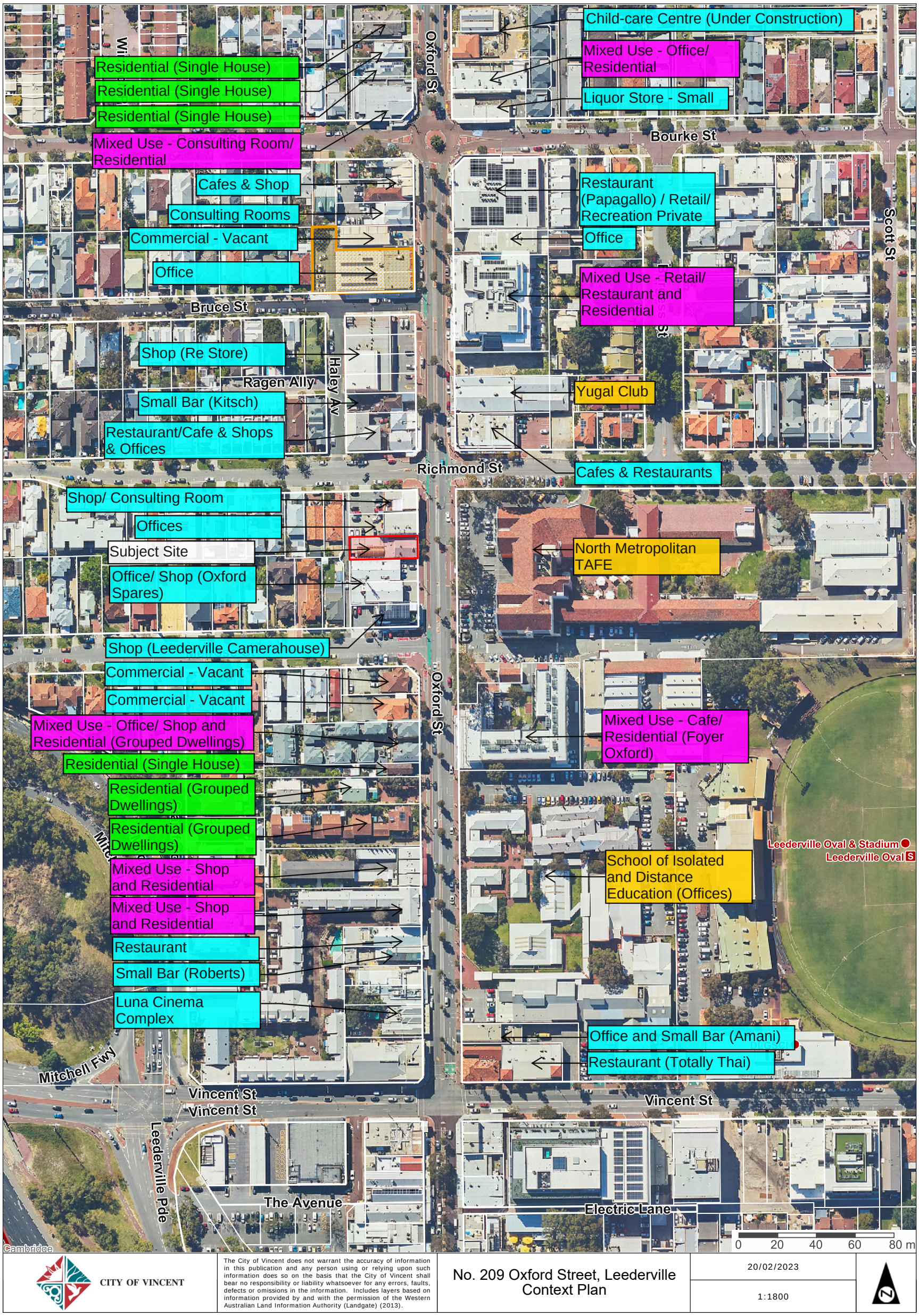
- The business got 1x1100L wheelie bin(1470mmx1170mmx880mm) which is been placed at the rear of the building and is easily accessible for the staffs.

Waste Management System

The waste management system is mainly based on general waste as the majority of waste is from the restaurant. There is no waste is occurred from shisha bar as its just a smoking zone.

The business got separate small bins inside the venue so the wastes are generally disposed first on that and later being disposed to the main bin.

- Collection Method- The waste collection is contracted to waste company and they got appropriate vehicles for waste collection and comes 3 times a week for waste collection.
- Waste service provider- JJ Richards and sons
- The glass and plastic bottles are been collected and is been taken to the containers for change program- Business owner transports that to the destination
- Cardboards- The cardboards are been taken to the Balcatta recycling centre by the business owner in his own transport, 10-12 cardboard boxes are generated in a week.


Child-care Centre (Under Construction)
Mixed Use - Office/ Residential
Liquor Store - Small
Residential (Single House)
Residential (Single House)
Residential (Single House)
Mixed Use - Consulting Room/ Residential
Cafes & Shop
Consulting Rooms
Commercial - Vacant
Office
Restaurant (Papagallo) / Retail/ Recreation Private
Office
Mixed Use - Retail/ Restaurant and Residential
Shop (Re Store)
Small Bar (Kitsch)
Restaurant/Cafe & Shops & Offices
Yugal Club
Cafes & Restaurants
Shop/ Consulting Room
Offices
Subject Site
Office/ Shop (Oxford Spares)
North Metropolitan TAFE
Shop (Leederville Camerahouse)
Commercial - Vacant
Commercial - Vacant
Mixed Use - Office/ Shop and Residential (Grouped Dwellings)
Residential (Single House)
Residential (Grouped Dwellings)
Residential (Grouped Dwellings)
Mixed Use - Shop and Residential
Mixed Use - Shop and Residential
Restaurant
Small Bar (Roberts)
Luna Cinema Complex
Mixed Use - Cafe/ Residential (Foyer Oxford)
School of Isolated and Distance Education (Offices)
Office and Small Bar (Amani)
Restaurant (Totally Thai)
Bourke St
Bruce St
Richmond St
Vincent St
Vincent St
Vincent St
Oxford St
Oxford St
Haley Av
Ragen Ally
Scott St
Mitchell Fwy
Leederville Pde
The Avenue
Electric Lane
Leederville Oval & Stadium
Leederville Oval
Cambridge
0 20 40 60 80 m
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No. 209 Oxford Street, Leederville
Context Plan
20/02/2023
1:1800
N

Summary of Submissions:

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

Comments Received in Support:	Administration Comment:
Amenity Impact • The business has been operating at the proposed hours without impact on the local community, including noise, parking and patron behaviour and is well managed. • The subject site is located within a Regional Centre zone. Properties that abut a Regional Centre zone should not expect the same level of amenity as those who live centrally within a Residential Zone. • Impact of noise and smoke can be addressed through conditions of approval.	• Noted. The City has separately received complaints regarding the operations of the business regarding noise and smoke/odour impacts. • While it is expected that those abutting a Regional Centre zone would be afforded a reduced level of amenity compared to a property that is centrally located within a Residential zone, the applicant has not provided sufficient information to demonstrate how the proposed use would appropriately manage the activities on site to suitably mitigate undue impact to nearby residential properties. • The Acoustic Report provided by the applicant sets out that the development exceeds the Assigned Levels under the *Environmental Protection (Noise) Regulations 1997* to residential properties but that this could be attenuated. It is noted that the report has not been prepared by a member of the Australian Acoustical Society, Engineers Australia, or the Association of Australian Acoustical Consultants as is required under the City's Policy No. 7.5.21 – Sound Attenuation. Administration does not accept that the conclusions and recommendations of the acoustic report can be relied upon and the potential for the use under an unenclosed area to detrimentally impact noise-sensitive residential land uses located as close as 3 metres away across the ROW. • There has been no evidence provided by the applicant to support the proposition that the emission of smoke, vapour and odour could be appropriately managed.
Positive Social Impact Although smoking is a health issue, the business adds vibrancy to Leederville and operates as a community hub for younger immigrants where they can take part in cultural activities from their country of origin, including the smoking of shisha.	Noted.
Acoustic Barrier Support for the construction of an acoustic barrier to reduce the impact of noise on nearby residential properties.	Noted.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Parking	
• The surrounding area suffers from a scarcity of on-street car parking that would be exacerbated by the approval of this development. Additionally there have been instances of other private properties being used to park vehicles for patrons of the subject site.	• An analysis of the City's on-street car parking data shows that there is limited parking capacity within Melrose Street, however the site is within walking distance to the Loftus Centre Car Park, on-street car parking bays on Oxford Street and on Richmond Street to the east of Oxford Street. The City's car parking data indicates that these public car parking options available in the area have sufficient capacity to support patrons visiting the subject site. The nature of surrounding area, being a Regional Centre zone and a town centre with a number of other nearby commercial land uses, would allow for multi-purpose trips that would reduce the overall parking demand in the area.
• Query whether sufficient car parking could be provided for Restaurant/Café use.	• The subject site has an existing valid approval to operate as a Restaurant/Café without the provision of car parking on-site.
Amenity Impact	
• The emissions from the business, including odour, smoke and vapour permeates through the nearby neighbourhood and causes nuisance and potential health impacts.	• The proposal has not demonstrated that the use can operate in a manner where emissions would be appropriately managed. This would adversely impact the amenity of nearby properties. This would cause a nuisance and potential health impacts to nearby residents, visitors to the Leederville Town Centre, as well as employees and patrons of the shisha bar and restaurant/cafe.
• Suggest that the business should enclose the smoking lounge area and install an extraction system.	• The applicant has not proposed this as part of the application. There would be implications under the *Tobacco Products Control Act 2006*. This is because under the tobacco products legislation, the consumption of shisha on-site is required to occur within an unenclosed outdoor area.
• The existing operations are noisy and operate late into the night. Noise sources include patrons and waste disposal on-site and patrons leaving the premises who park cars on the nearby residential streets which negatively impacts the amenity of the residential areas. • The acoustic report notes that the development exceeds the Assigned Levels under the *Environmental Protection (Noise) Regulations 1997*.	• The acoustic report has not been prepared by a member of the Australian Acoustical Society, Engineers Australia, or the Association of Australian Acoustical Consultants as is required under the City's Policy 7.5.21 – Sound Attenuation. While the report includes recommendations to attenuate the noise from the subject site to comply with the Assigned Levels under the *Environmental Protection (Noise) Regulations 1997,* Administration does not accept that the conclusions and recommendations of the acoustic report can be relied upon. This is particularly given the close urban environment and proximity of the subject site to residential properties as close as 3 metres away across the ROW. • Details of waste management for the ongoing operations of the business have not been provided.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• There will likely be smoke drift in respect of the proposed use onto surrounding properties and Oxford Street itself, depending on wind direction (and other factors) which will adversely impact on the amenity of the area. • Concern that the business would not adhere to the proposed 12am closing time, due to the existing business having operated after 12am previously.	• The application does not propose measures for the control or management of emissions from the subject site. There would be the uncontrolled release of smoke, vapours and odour from the site given the unenclosed nature of the patio which has the ability to adversely affect the amenity of the locality. • Development applications must be determined based on the information before the decision maker. There is a compliance and enforcement regime to ensure compliance with the terms of any approval under the City's Development Compliance Enforcement Policy. • Notwithstanding this, Administration is not supportive of the use operating until 12:00am. This is because it is immediately adjacent to the Residential zone and it has not been adequately demonstrated that the shisha lounge could operate without unduly impacting the amenity of the surrounding area by way of noise and odour, smoke and vapour emissions. This means that any discretion afforded to the operator to extend operating hours beyond those set out in the City's Smoking Policy would intensify the land use and activities occurring on site. This would only further detrimentally impact the amenity of the surrounding area.
<u>Materials</u> • The use of acrylic for the acoustic barrier should be discouraged because it is inconsistent with sustainable development principles. • The shade-cloth, attachment of plastic shrubbery and proposed acoustic barrier present a fire risk to adjoining properties. Details as to the fire-rating of the proposed acoustic barrier have not been provided. • No details have been provided explaining how a variety of materials would be able to provide the same level of acoustic attenuation.	• The City's Built Form Policy does not specifically restrict the use of acrylic material, although there may be other more sustainable materials that could be used. It would be available to consider alternate materials that met the minimum density of material required to attenuate noise. • The City's Building Services have advised fire separation is provided from properties to the west by the right of way. If the use were approved, an Occupancy Permit would be required to be obtained for the use which would consider the fire hazard properties of the ceiling lining. This is a matter dealt with under the Building Code of Australia. • The acoustic report advises that a variety of materials would be able to achieve the required sound attenuation, provided that it meets a minimum density. Details of the specifications of the acoustic barrier have not been provided with the application.
<u>Social Impact</u> The use would not be consistent with the family-oriented nature of the Leederville Precinct because of anti-social behaviour.	The proposed use would not inherently result in antisocial behaviour, and the City is not aware of a correlation between smoking shisha and antisocial behaviour.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Health Impacts • The smoking of shisha and tobacco products causes harm to people's health. It is the leading cause of preventable death and disease in Australia and should not be permitted. • The proposed use promotes and normalises this activity in society and should not be permitted. The development has the potential to glamourise and normalise shisha use which is a detrimental social impact. • Estimates that the use of a waterpipe (hookah) for smoking results in greater inhalation of nicotine and harmful substances including heavy metals. • The emissions from the smoking of shisha would present a hazard to residents, patrons to the restaurant and those working in the business and would contribute to a greater healthcare burden.	• The nature of the use involves the smoking of tobacco. There are health impacts of smoking tobacco and there is no known safe level of inhalation of tobacco products. The emission of smoke and vapour can be harmful to health, and the emission of odour can be a nuisance. The lack of details and physical measures on how emissions would be controlled or filtered is considered particularly relevant for this application. This is given that the patio area would either be fully or partially unenclosed to the west and south and near residential dwellings. The use as proposed would not be capable of operating in a manner where emissions would be appropriately managed, and would adversely impact the amenity of nearby properties and their sensitive uses.
• The use would be inconsistent with the public health policy statements of the State Government and City of Vincent, including the Public Health Plan.	• Documents from the State Government include the Sustainable Health Review 2019 (SHR), the Western Australian Health Promotion Strategic Framework 2017-2021 (HPSF) and the State Public Health Plan 2019-2024 (SPHP). These documents include objectives and aims in relation to smoking, but do not identify opportunities for this to be controlled or influenced by the current planning framework. The WAPC has not approved any state planning policies relating to a shisha bar use. The City's Public Health Plan itself is not a specific relevant consideration under the planning framework. The initiatives of the Public Health Plan do not extend to private property or contemplate strategies to restrict businesses selling shisha for consumption on site.
Location • The location of the use is inappropriate as it is opposite Leederville TAFE. The use would given the impression to younger members of society that smoking is an acceptable activity. • The premises is situated in an activity corridor in the Leederville Town Centre and should promote a welcoming, pleasant and healthy environment for community members and visitors. A shisha bar with the purpose of encouraging the sale and use of shisha is not compatible with the character of a town centre that supports healthy living and quality of life.	• The subject site is located 20 metres from the Leederville campus of the North Metropolitan TAFE and at the northern end of the Leederville Town Centre. The town centre is intended to be a community focal point for people, services, employment, and leisure. The proposal does not include measures for the control of smoke, vapour or odour. There could be an impact on existing users of the surrounding area which includes activities and public spaces due to the uncontrolled emissions from the subject site.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• There are eight tobacco sellers in Leederville. A high density of tobacco and associated businesses may adversely impact on the character of the area and is not compatible with a town centre that supports healthy living and quality of life. A higher density of tobacco retailers is associated with a greater uptake and continuation of smoking.	• The Department of Health has advised that there are seven tobacco sellers in Leederville, including supermarkets, bottle stores and licensed venues. The planning framework does not approve outlets that may sell tobacco where this is not the predominant use of the site, for example supermarkets. A higher concentration of tobacco retailers would not be consistent with the objectives of the City's Public Health Plan to reduce smoking, including through the introduction of smoke-free town centres.
Compliance with Other Legislation Concern that following the erection of the acoustic barriers, the rear patio area would not be an unenclosed area and therefore would not be permitted under the *Tobacco Products Control Regulations 2006*.	During the assessment of similar applications for shisha lounges, Administration liaised with the Tobacco Compliance Branch of the Department of Health, that advised the following: o Premises such as shisha lounges may apply for a retail tobacco licence under the *Tobacco Products Control Act 2006* to sell tobacco products, including shisha; o The use of the tobacco product in or near 'enclosed public places' is governed by the *Tobacco Products Control Regulations 2006*. This is not linked to the licensing process. The Tobacco Control Branch does not provide advice or assessment of smoking areas within the retail tobacco licensed premises. and o Tobacco licensed premises are inspected routinely and where written complaints are received. The Tobacco Control Branch would investigate allegations relating to smoking in enclosed public places, and any areas where smoking was found to be taking place would be assessed for compliance with the tobacco products legislation. It would be the operator's responsibility to comply with this legislation, including not smoking in an enclosed public place. The responsible authority for monitoring compliance with these regulations is the Department of Health. These responsibilities are separate to the consideration of the application under the planning framework.
Inconsistency with Scheme Aims The use would not be consistent with Clause 9(b) of the City of Vincent Local Planning Scheme No. 2 which states that an aim of the scheme is to *"protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment".*	The development would not satisfy the Aims of LPS2 because it would not protect or enhance the health and welfare of the City's inhabitants due to the impact on amenity of the adjoining properties and broader public health impact related to tobacco use.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Inconsistency with State Policy Reducing tobacco use and smoking is a key State priority and is reflected in State policy, including the 'Sustainable Health Review: Final Report', the 'State Public Health Plan for Western Australia: Objectives and Policy Priorities' for 2019-2024', the 'Western Australian Health Promotion Strategic Framework 2017-2021' and the 'WA Cancer Plan 2020-2025' which identify the priority to reduce tobacco use and provide high-level strategic direction to achieve this end. Approval of this use would undermine the intent of these State policies.	While these State policies are noted, these include objectives and aims in relation to smoking, but do not identify opportunities for this to be controlled or influenced by the current planning framework. Sale and consumption of tobacco products is not illegal and there are other controls in place through the applicable tobacco products legislation to control how this is sold and used. The primary consideration of the development application against the planning framework is to determine the appropriateness of the shisha bar in this location and its compatibility with the setting. Administration is of the view that the proposed shisha bar would not be appropriate or compatible and should be refused.
Inconsistency with City of Vincent Public Health Plan 2020-2025 • The use would be inconsistent with and would undermine the City of Vincent Public Health Plan 2020-2025, the Leederville Town Centre Place Plan which include the provision of smoke-free town centres. • Although the subject site is not located within the City of Vincent smoke-free area, the approval of the use would undermine the intent of the smoke-free area and may contribute to smoking at the boundary of the smoke-free area.	In November 2022, the City introduced smoke-free town centres. The City's restrictions on smoking within the town centre apply to public land only. While the approval of the use could be seen as undermining the smoke-free town centre, it is noted that the Leederville smoke-free area does not extend to the subject site.
Other • The bin gates are sometimes opened out into the laneway, these should be required to open into the property. • The proposed land use does not address Clause 67(2)(f) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and would be inconsistent with several state policies that target the reduction of smoking.	• The approval for the site issued by the City in 2000 shows the bin store gates to swing inwards. The application does not propose the doors to swing outwards and this would not be supported by the City. • There are no State Planning Policies approved by the WAPC which relate to a use of this nature. • There are broader State policies that include objectives and aims in relation to smoking, but do not identify opportunities for this to be controlled or influenced by the current planning framework.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• The proposed land use is detrimental to human health and safety and is in a prominent location. The proposal does not address Clause 67(2)(r) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.	• Clause 67(2)(r) states that the decision maker is to consider '*the suitability of the land for the development taking into account the possible risk to human health or safety'*. The emission of smoke and vapours can be harmful to health and the emission of odours can be a nuisance. The location of the site in proximity to residential and non-residential sensitive land uses that is in a highly pedestrianised environment is not suitable for the development.
• Submissions received should be considered in the determination of this application in accordance with Clause 67(2)(y) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.	• The concerns raised in the submissions have been considered as part of Administration's assessment of this application and the potential amenity impact of the use. This forms a reason for Administration's recommendation for refusal of the application.

Comments Received Expressing Concern:	Administration Comment
<u>Noise</u> Concern that the rear area may be used for bands or live music.	The applicant has advised that this is not an intended part of their business model. Though Administration is of the view that the Acoustic Report prepared cannot be relied upon, it is also a recommendation of that report for no music to be played in order to comply with the *Environmental Protection (Noise) Regulations 1997.*

Note: Submissions are considered and assessed by issue rather than by individual submitter. Matters raised have been restructured compared to the Applicant's response to submissions.

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Summary of Submissions: DA5.2022.142.1 No. 209 OXFORD STREET, LEEDERVILLE – UNLISTED USE (SHISHA LOUNGE)

The tables below summarise the comments received during the advertising period of the proposal. Please provide your comment against each item in the 'Applicant Comment' section.

Overall, the City received 28 submissions during the consultation period. The City received 23 comments of objection, 4 comments of support and 1 comments of neither support or object.

Comments Received Neither in Support nor Objection:	Applicant Comment
General 1. The proposal will reduce the amount of conversational noise that comes from the venue. 2. The proposal raises concerns that the venue will now accommodate live music, which will create excessive noise.	1. Noise management plan detailing necessary acoustic measures have been developed by an accredited acoustic engineer based on site tests and forwarded to council. 2. Live music was not and shall never be part of the business model.

Comments Received in Support:	Applicant Comment
General 3. The existing business has been operating with not disruption to locals for some time and is well run. 4. Issues like noise and smoke can be addressed through management conditions.	3. Noted 4. Please refer to item 1 response. Regarding smoke related concern, please note that the setup and ventilation measures were inspected and approved by the State Government - Department of Health. Please refer to the Shisha and the law – WA health for easy reference (ww2.health.wa.gov.au)
Locality 5. The business is located in the Regional Centre zone and those that adjoin the zone should not expect the same level of amenity afforded to residential houses in the residential zone.	5. noted

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6. The business brings vibrancy to the area of Leederville. 7. The business does not produce notable impacts such as parking difficulties, loitering or antisocial behaviour. 8. The moderately late opening hours have not caused noise issues.	6. noted 7. noted 8. noted
<u>Cultural</u> 9. The business is a community hub for younger immigrants and provides a safe place to take part in cultural activities, which should be promoted by the City. 10. The smoking of tobacco is a health issue, however it should be recognised as part of a cultural practice for the immigrant community and should coexist with western norms.	9. Our business (restaurant and shisha bar) is open to all age profiles and in keeping with applicable WA Regulations and Acts 10. Shisha is not connected and/or related to any culture in particular. Please refer to item 9 response

Comments Received in Objection:	**Applicant Comment**
<u>Land Use</u> 11. Land uses involving smoking should not be permitted. 12. The business is located across the road from a TAFE, which is close to the younger population who may be susceptible to taking up smoking. 13. The site is not capable of accommodating such a busy business as other land uses will occupy the public car parking areas. 14. The land use should cease immediately as it is not approved.	11. Our business has obtained proper licence from state government – health department 12. Please refer to item 9 response. In addition, please note that our business opening time is set after TAFE's operating hours. Nevertheless, there are multiple of tobacco selling outlets in close proximity to TAFE which should be the focus of the comment in question 13. The proposed business is similar in capacity to the previously approved restaurant business, which was operating before our time. The paid parking bays provided by the Council have been used which are available to all users. 14. We have endeavoured since day one by all means to obtain all approvals from all concerned departments on state and local government levels. Through collaboration and opened communication with government staff, we progressed

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15. Retrospective approval should not be permitted as it undermines the authority of the Council and sets a bad precedent for others to follow if successful. 16. The land use is proposed just 3 metres from a residential dwelling and not appropriately located to minimise the impacts of odour and noise.	with our applications. 15. Please refer to item 14 response 16. Disagree. The area where our business is located is a commercial area in which various businesses operate. The owner of the referred to Residential Dwelling should be aware of this fact. More to this, our Business has obtained the necessary approval from the Health Department which confirms that our business is compliant with the required air quality levels. Our noise management plan and acoustic measures address the noise concern (refer to item 1 response)
<u>Health</u> 17. Smoking is unhealthy and harms people. 18. Smoking results in the exposure to nicotine, carbon monoxide and heavy metals contained in the smoke. 19. The approval of the land use will result in greater nicotine addiction in the state. 20. The venue causes passive smoking to the residents of the area. 21. The business has resulted in a poor air quality in the locality. 22. Approving the business will be a step back in the City's work to make the area a healthier place. 23. The business will result in more lung cancer to the residents. 24. The Department of Health has directly stated that the City should note encourage smoking. 25. Smoking Shisha is worse than smoking regular tobacco.	17. Noted 18. Noted 19. Not supported argument. 20. Disagree. Our business has obtained the necessary approval from the Health Department which confirms that our business is compliant with the required air quality levels. 21. Disagree. Please refer to item 20 response 22. Noted 23. Disagree. Please refer to item 20 response 24. Signage illustrating the impact of smoking is available as stipulated by the Tobacco Control Branch – State Health Department 25. Not supported argument

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26. Waterpipe smokers tend to smoke over a longer period than cigarette smokers. 27. Waterpipe smoking cab act as a gateway to cigarette initiation. 28. Concerns of health issues with sharing a mouthpiece. 29. The presence of the smoking business will normalise smoking, which will make the City of Vincent an unhealthy place.	26. Irrelevant comment 27. Irrelevant comment 28. Individual (brand new sealed) mouthpiece is provided to each customer. Please note that such mouth pieces are disposable (one time use) 29. Noted, however please note that there are multiple of tobacco outlets selling tobacco to public located with the city of Vincent
<u>Social</u> 30. The proposal may encourage vaping within Leederville, which is a widespread issue with young people. 31. Concerns of people smoking opium at the premises. 32. The business encourages bachelors to the area, which will remove the family vibe of the Leederville area. 33. A smoking premises may negatively influence kids in the area.	30. Irrelevant comment. 31. Rejected comment. Such accusation is not acceptable. Our business is legitimate and strictly adhere to all laws and regulations 32. Irrelevant comment. Great number of our customers is families 33. Kids are not permitted to shish bar area. In addition, the shisha lounge is located at the back of house which makes it isolated from general public.
<u>Odour</u> 34. The odour is pungent and unpleasant. The odour is notable down the entire street and should not be able to spread to residential areas. 35. The smoking of Shisha usually occurs in outdoor areas, which will result in bad odours. 36. The business tends to leave its gates to the laneway open to provide more ventilation, but this results in odours being spread further to the residential properties close by.	34. Disagree. Please refer to item 20 35. Incorrect. Our shisha lounge is located at the back of house. Moreover, we have stated earlier that our business has obtained approval from the Health Department which confirms compliance with air quality level and ventilation requirements 36. Disagree. The rear gate is only used to deliver goods into the storage area and to discard the rubbish out through the bins.

CITY OF VINCENT
RECEIVED
30 Sep 2022

Operational 37. Smoking is banned in indoor venues. The smoking area appears to be enclosed and should not be accepted. 38. The business currently operates with an enclosed smoking area and should not be permitted to operate at all. 39. The operating hours allow for people to loiter in the area at late hours, which is disruptive to the locality and residents in the area. 40. Light spills out into residential properties that are close by. 41. The opening hours stated in the development application do not match the opening hours listed on the internet. 42. The maximum number of patrons varies between 50 and 80 in the report. This should be confirmed as it will impact the technical reports submitted. 43. The site cannot physically fit the car parking required for the Shisha Lounge component.	37. Incorrect. According to the tobacco control Act, the shisha lounge is classified as an outdoor area. In addition, we have obtained approval from the Health Department which confirms that the required ventilation has been achieved 38. refer to item 37 response 39. Not supported argument 40. Incorrect. Only one external light fixture (12 volt) is installed and its oriented towards our premises. 41. Incorrect. Please refer to our internet website 42. The maximum number of customers at any one time for that we have entertained so far is around 50 people. The number “80” is a type error. 43. Please refer to item 13 response
Car Parking 44. The business does not provide any car parking. The solution in the Parking Management Plan (PMP) involves calling the City of Vincent Rangers, which is not effective or appropriate. 45. All other properties on Oxford Street have provided car parking. This business should also provide some car parking. 46. Visitors to the business illegally park on other properties. 47. The approval of the development without any car parking on-site and without any cash in lieu results in a 100% car parking concession, which is not acceptable.	44. Please refer to item 13 response. Please note that the behaviour of any patron in any business outside the premises is the liability of the individual and shall only be controlled by local and state authority. 45. See item 13 46. We have not received any complains from other businesses in this regard nor we encourage our customers to park illegally anywhere. 47. There are plenty of paid and free car parking around the establishment, which are also, used daily by other businesses in the area.

CITY OF VINCENT
RECEIVED
30 Sep 2022

Noise 48. The noise barrier is a cheap option and will only do the bare minimum. The business should do more to protect the amenity of the residents. 49. The noise barrier will not be effective as it leaves gaps for noise and smells to escape the venue. 50. Plastic options should be banned as plastic is bad for the environment and is not durable to last a long time. The existing plastic enclosure is currently deteriorating and does little to reduce noise and odour. 51. The acoustic barrier is not enough to stop sharp, piercing noises. 52. The noise management procedures are ineffective as numerous complaints were made regarding the noise generated from the premises, but no change occurred. 53. Bins are emptied at the end of the night, which can be up to 2am, which causes disruptive noise. 54. Insufficient information has been provided regarding the thickness and composition of the acoustic wall.	48. The has been developed by a professional accredited acoustic engineer licensed by the state government and all other applicable professional bodies. Remedial measures as stated therein shall actioned immediately after DA approval. 49. please refer to item 48 response 50. please refer to item 48 response 51. please refer to item 48 response 52. please refer to item 48 response. In addition, we have not received since day one any complains regarding the noise except from one source even though other dwelling is within the same proximity 53. This practice has been seized over a year ago and since then, we made sure to empty the bins no later than 9 pm. Please note that we close at 12.00 am, this means the alleged 2am noise must be resulting from somewhere else other than our business. 54. please refer to our acoustic management report provided.
Safety 55. The business has gates that swing open into the laneway, which is unsafe and is not permitted. 56. Visitors of the business tend to speed in the local streets when leaving the business. 57. The business poses a fire risk due to the deteriorating materials that are left on the site. 58. The deteriorating plastic is left in the rear laneway and is not cleaned up.	55. The gate must be installed to swing outward as part of the emergency exit procedure. However, it can be altered if so is approved by the Council. 56. We are unaware of this issue, however, please refer to item 44 response for more clarification. 57. Disagree, We do not have any deteriorating materials on site. 58. Our rubbish always located in the rubbish bin, and get collected on a strict timetable.

CITY OF VINCENT
RECEIVED
30 Sep 2022

Legislative	
59. Should the application be approved, the health, safety and general welfare of the residents is not protected. This does not address Clause 67(2)(a) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* as the proposal does not address the City of Vincent's Local Planning Scheme No. 2 to protect and enhance the health, safety and general welfare of the City's inhabitants.	59. We have been granted a licence to sell tobacco on this premises from the Government of WA department of health, tobacco control department. All points in the question has been addressed before the issuing of the licence. Please refer to item 4 response
60. There would not be a reduction in tobacco use and smoking should the application be approved. This does not address Clause 67(2)(f) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* as several state policies target the reduction of smoking.	60. Please refer to item 59 response
61. The Shisha Lounge is not compatible with the desired future character of the town centre as an environment that supports healthy living and quality of life, and the aim to be smoke free by 2025 as outlined in the Leederville Town Centre lace Plan and the City of Vincent Public Health Plan 2020-2025. This does not address Clause 67(2)(m) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*	61. The Business is complying with the citation.
62. The premises does not promote a welcoming, pleasant and healthy environment. The business also poses a significant risk to public health as it glamourises the smoking of shisha as a public activity. As a result, it does not satisfy Clause 67(2)(n) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*	62. The Business is complying with the citation.
63. The proposed land use is detrimental to the possible risk of human health and safety and is located in a prominent area. The proposal doesn't address Clause 67(2)(r) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*	63. The Business is complying with the citation.
64. The application is significantly at odds with the City of Vincent's Public Health Plan 2020-2025. The establishment is also not in line with community expectations. The proposal	64. The Business is complying with the citation.

CITY OF VINCENT
RECEIVED
30 Sep 2022

has not addressed Clause 67(2)(x) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which considers the impact of the development on the community as a whole.	
65. The content of any submission received should be considered in the determination of this application in accordance with Clause 67(2)(y) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*	65. The Business is complying with the citation.
66. The City of Vincent's Public Health Plan 2020-2025, Leederville town Centre Place Plan have stated the move towards smoke-free town centres. The proposal does not address Clause 67(2)(zb) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*	66. The Business is complying with the citation.

5.4 ADVERTISING OF AMENDED POLICY NO. 7.7.1 - NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS AND PAYMENT IN LIEU OF PARKING PLAN

Attachments:
1. **Local Planning Policy - Non-Residential Parking**
2. **Payment in Lieu of Parking Plan**

RECOMMENDATION

That Council PREPARES:

1. **an amendment to Local Planning Policy: Non-Residential Parking, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and**

2. **the proposed Payment in lieu of Parking Plan, included in Attachment 2, for the purpose of community consultation, pursuant to Schedule 2, Part 9A, Clause 77K(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

PURPOSE OF REPORT:

For Council to consider the proposed amendments to the Local Planning Policy: Non-Residential Parking as detailed at **Attachment 1** and the Payment in lieu of Parking Plan as detailed at **Attachment 2**, for the purpose of community consultation.

BACKGROUND:

The City's Policy No. 7.7.1 – Non-Residential Parking Requirements (Parking Policy) was last reviewed in August 2018.

Parking Policy

The Parking Policy guides the assessment of parking for development applications in the City of Vincent. The Parking Policy sets the minimum and maximum amount of parking that applies to non-residential development as deemed-to-comply standards, and where the payment of cash-in-lieu of parking bays should be considered.

The City does not have an adopted plan for how the cash-in-lieu of car parking should be spent. Instead, requests are made at each budget review for funds to be expended on upcoming projects relating to parking, generally in the suburb where the funds were collected.

A Notice of Motion (NOM) was adopted at the 25 June 2019 Ordinary Council Meeting. The NOM delegated the Chief Executive Officer (CEO) (subsequently on-delegated from the CEO) the authority to not require cash-in-lieu of car parking for applications that involve a parking shortfall of five bays or less. This applies to areas zoned Centre or Commercial under the Local Planning Scheme No. 2 (LPS2) within the Town Centre areas (Mount Hawthorn, Leederville, North Perth, Northbridge and Mt Lawley/Highgate).

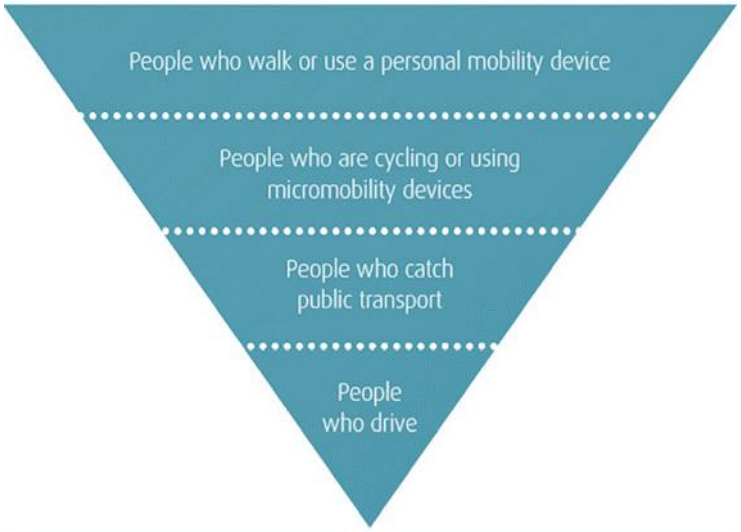
State Government Planning Reform

The State Government introduced changes in 2021 that aimed to create a consistent approach to applying cash-in-lieu of parking for non-residential development across the State. New regulations were adopted that require local governments to have a Payment in Lieu of Parking Plan (Plan) in place by July 2023 that applies to any cash-in-lieu collected from development approvals. The Plan is to specify what the cash-in-lieu collected is to be used for.

While the City adopts how funds are expended through the budget process, it is not sufficient for the purpose of this new clause. A local government will be unable to lawfully impose payment in-lieu of parking conditions on a development approval under its local planning scheme after the interim parking provisions expire on 1 July 2023 if there is no adopted Plan in place.

Accessible City Strategy 2020 – 2030

The Accessible City Strategy (ACS) was adopted by Council on 18 May 2021. The development of the ACS was guided by the Strategic Community Plan (SCP). Through this, the Vincent community identified a preference to prioritise pedestrians and better connections with cycling and public transport facilities. This is demonstrated in the ACS User Hierarchy Model (Figure 1).



(Figure 1: ACS User Hierarchy Model)

The ACS prioritises the need for environmentally friendly transport modes and initiatives and recognises that population growth and private car ownership places an unsustainable load on the road network.

Actions within the ACS relating to the Parking Policy include:

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

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

- Amend LPP 7.7.1 to require electric vehicle parking bays for new developments; and
- Support the retrofit of existing private car parking to provide electric vehicle parking bays.

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

As of 30 June 2022, the City had $1,429,508 in the cash-in-lieu of parking reserve.

$703,000 is included in the Capital Budget 2022/23, endorsed by Council at its Special Council Meeting in July 2022, to fund the following actions of the ACS:

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

Amount: $198,000

2.2.1 Develop a set of link and place guidelines to guide future streetscape improvements.

Amount: $100,000

3.3.1 Establish a business plan for the management of parking within Vincent with a view to the following:

- Prepare precinct specific parking management plans, with priority given to precincts already at capacity; and
- Expand paid parking using the 'demand responsive pricing' methodology.

Amount: $205,000

3.3.4 Better manage the supply of on street parking through the implementation of various restrictions by:

- Limiting roadside residential parking, confining parking to the property;
- Restricting parking to 3P or less within 2 blocks of train stations or transit nodes, with residential permit exemptions;
- Restricting parking to 3P or less within 1 block of high-frequency transit corridors, with residential permit exemptions; and
- Restricting parking to 2P or less within 2 blocks of town centres or mixed-use areas, with residential permit exemptions.

Amount: $200,000

DETAILS:

Local Planning Policy: Non-Residential Parking

The findings of Administration's review of the Parking Policy are as follows:

Objectives

New objectives are proposed to support a more flexible approach to parking. The objectives require consideration of the site and surrounding context, other methods of transportation, and the application of cash-in-lieu of car parking bays.

Parking ratios

The Department of Planning, Lands and Heritage (DPLH) are reviewing parking ratios across the Perth Metropolitan area. Administration will review the policies ratios once this work is completed.

Schedule 2, clause 77D of the Regulations allows minimum on-site parking requirements to be varied or waived. The Policy includes guidance for these instances.

This would support a more flexible approach to align with the ACS, the reuse of existing buildings, and alignment with the Small Business Friendly initiatives being implemented by the City.

Payment in lieu of car parking

The payment in lieu of car parking requirements align to Schedule 2, clause 77F of the Regulations.

The Regulations require development that do not satisfy the minimum requirements to pay a cash contribution. The cash-in-lieu contribution cannot be varied or waived.

Clause 6.4.6 of the existing Parking Policy allows Council to charge double the fee for Development Assessment Panel applications. This clause is not permitted under the amended Regulations and is not included in the amended Parking Policy.

Other key changes

- Updated introduction to explain the policies alignment to the ACS.
- New clause 1.2 includes instances when the minimum parking requirement can be varied or waived. A Parking Management Plan is always required to justify why the parking ratios in Table 1 should be varied or waived.

- New clause 1.4 requires developments proposing new parking facilities, or modified parking arrangements to provide 20 percent of parking bays as electric charging bays, consistent with the Leederville Precinct Structure Plan.
- New clause 2 provides guidance for accessible bays to ensure they are considered as part of the development application.
- Minimum bicycle parking ratios and end of trip facilities remain as existing. There is no cap on the number of facilities that can be provided. Additional guidance is included for the location of bicycle bays.
- New clause 6 provides guidance on when a traffic impact statement or traffic impact assessment should be provided for the City's assessment.
- Land use table includes all land uses listed within the scheme. The ratios applied are consistent with other previously listed land uses. This will reduce the number of development applications being submitted where an application is only required due no ratio being applied within the policy.
- Parking Management Plan template has been refined for ease of use and to specify the information required for development assessment.

Payment in lieu of parking plan

The Plan (included at **Attachment 2**) is in accordance with Schedule 2, clause 77J(3) of the Regulations and the Manner and Form – Payment in Lieu of Parking Plan.

The Plan governs the application of payments in lieu of providing car parking for development in the City of Vincent and outlines the purposes for which payment in lieu of car parking will be used and how money collected will be administered.

The money collected would assist funding the action items of the ACS. The actions included in the Plan are high priority and are scheduled to be completed within the coming years.

As the ACS action items are completed, this Plan would be reviewed and updated to include new actions that could be funded by the money collected in lieu of parking bays.

CONSULTATION/ADVERTISING:

In accordance with the City's Community and Stakeholder Engagement Policy, community consultation of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre; and
- letters distributed to relevant local businesses and community groups.

Public notice of this proposed new policy will be published following Council's approval to advertise.

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the proposed amended policy.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

The Parking Policy and Plan ensures the City would continue collecting payment in lieu of parking in accordance with Schedule 2, clause 77J of the Regulations.

The Plan ensures money collected is spent in line with the ACS. If payment in lieu of parking was not collected, many of the action items within the ACS would remain unfunded as they are not included within the City's Long Term Financial Plan.

It is financially responsible to align to the Plan to the already adopted action items contained within the ACS, instead of identifying new projects and opportunities.

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Legislation / local law requirements	This Policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme.
Related policies, procedures and supporting documentation	Local Planning Scheme No. 2 Accessible City Strategy 2020 - 2030 Payment in lieu of Parking Plan Australian/New Zealand Standard Parking Facilities (AS/NZS: 2890)

PRELIMINARY

INTRODUCTION

The City of Vincent's Strategic Community Plan 2018–2028 identified the need for an Accessible City Strategy (ACS) to guide Vincent's future transport infrastructure and advocacy. The ACS 2020 – 2030 was developed considering population growth, congestion pressures, and the environmental cost of transport.

The ACS seeks to create a more liveable, sustainable, healthy, equitable and prosperous Vincent through placing emphasis on walking, cycling and public transport. This Non-Residential Parking Policy (Policy) is a tool to help Vincent shift away from being a car-centric city by setting maximum parking requirements within Town Centres and focusing on other modes of transportation in alignment with the ACS user hierarchy model (Figure 1).

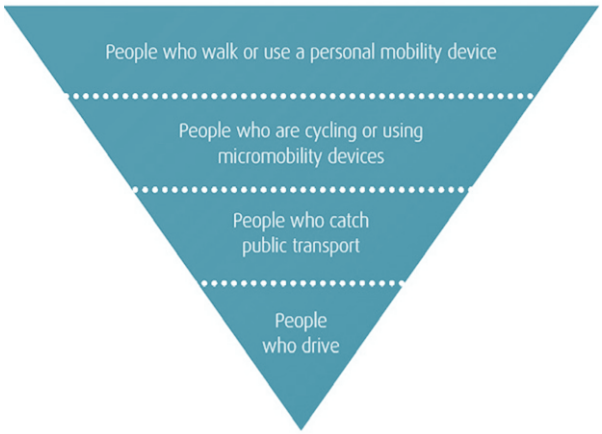


Figure 1: User Hierarch Model, ACS

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

PURPOSE

The purpose of this policy is to guide parking supply for non-residential development within the City of Vincent.

OBJECTIVES

- To ensure suitable parking is provided for non-residential developments which meets the needs of its users, is appropriate for its location, and does not detrimentally impact the surrounding area.
- To ensure that and undersupply or oversupply of car parking does not adversely impact:
  - the existing streetscape by considering the location and design of car parking;
  - the locality by way of increased vehicle traffic; and
  - pedestrian legibility and wayfinding.
- To support a shift towards active and sustainable transport modes through the consideration of:
  - the number, location, and type (accessible, loading, short-term and long-term bays) of parking bays provided on site;
  - the number and location of parking for other active modes (e.g. bicycles or scooters) that are convenient and adequate enough to meet the demand of the development during the hours of operation;
  - end of trip facilities provided to support active transport modes;
  - the capability to provide electric charging bays from the outset or in the future through the provision of necessary infrastructure; and
  - vehicle sharing initiatives (i.e. communal vehicles that can be booked and returned).

SCOPE

The provisions of this policy apply to all non-residential development within the City of Vincent, unless there is a specific policy or plan that applies (e.g. Perth Parking Management Plan, Leederville Precinct Structure Plan).

Where a specific policy or plan is silent on provisions contained within this Policy, this Policy prevails.

Where a development application does not satisfy the policy provisions, the proposal is to be assessed against the objectives of this Policy.

POLICY PROVISIONS

DEFINITIONS

Accessible Parking Bay means a bay in accordance with AS/NZS 2890.6 2009 (as amended).

Bicycle Parking Facilities means the facilities defined in Australian Standard AS 2890.3 2015 (as amended).

Built Form Area means the 'built form areas' areas stipulated in Policy 7.1.1 Built Form (as amended).

End of Trip Facility means a single unisex shower with associated change space and a single individual locker.

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Long Term Bicycle Parking Facilities means those of a security Level A and B in accordance with AS 2890.3 2015 (as amended).

Net Lettable Area (NLA) means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas –

a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tear rooms and plant rooms, and other service areas;
b) lobbies between lifts facing other lifts servicing the same floor;
c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building; and
d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building.

On-site means the area contained within the lot boundaries.

Parking Management Plan means a document prepared in accordance with Appendix 1.

Payment-in-lieu means payment made "in lieu" of providing the minimum number of physical onsite car parking spaces.

Persons means the maximum number of people to be accommodated within a development at any one time, including employees, customers, and visitors.

Service Bay means parking bays reserved exclusively for the use of service and delivery vehicles, couriers, taxis and rideshare services, buses, coaches, or any other specific use (except public parking and tenant parking).

Short Term Bicycle Parking Facilities means those of a security Level C in accordance with AS 2890.3 2015 (as amended).

POLICY

1. Vehicle Parking

1.1 Parking for non-residential development provided on site in accordance with Table 1.

The number of car parking bays shall be rounded to the nearest whole number (i.e. where 11.4 bays are required, 11 bays shall be provided).

1.2 The on-site parking requirement stipulated in Table 1 can be varied or waived in the following instances:

1.2.1 A shortfall of five bays or less is proposed on land zoned 'Centre' or 'Commercial' under Local Planning Scheme No. 2 within a town centre area (Mount Hawthorn, Leederville, North Perth, Northbridge and Mount Lawley/Highgate). The application shall demonstrate, through a Parking Management Plan, that the parking and alternate modes of transport is appropriate to meet the needs of its users.

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

CITY OF VINCENT

1.2.2 The redevelopment of an existing building or a change of use is proposed that creates a parking shortfall of five bays or less. The application shall demonstrate, through a Parking Management Plan, that the parking and alternate modes of transport is appropriate to meet the needs of its users.

1.2.3 The development application proposes an Ancillary Use that does not

- Contribute to additional floor area;
- Remove on-site parking; and
- Extend outside the hours of operation of the predominant use.

1.2.4 A Parking Management Plan (see Appendix 1) is submitted as part of a development application and the Parking Management Plan demonstrates why a lesser or greater parking supply than the applicable ratio is required.

Note: Where clause 1.2.1, 1.2.2 or 1.2.3 is applicable and those requirements are met, community consultation may not be required.

1.3 All parking facilities, access and manoeuvring areas are to be designed in accordance with Australian Standards AS 2890.1 Parking Facilities – Off Street parking (as amended).

1.4 Development proposing new parking facilities, or a significant redevelopment shall provide 20% of the bays as electric vehicle bays.

The number of electric vehicle bays shall be rounded to the next whole number (i.e. where four parking bays are required, a minimum of one electric vehicle bay shall be provided).

Electric vehicle charging systems shall be maintained and remain operational for the life of development.

1.5 Where car stackers are proposed, they are to provide an amenity equal to that of Australian Standard AS 2890 and a load per platform rating of 2600 kilograms.

Car stackers are to be used for the sole use of resident and employee parking. Visitor and accessible parking bays are to be provided at grade, at a location convenient and easily identifiable to users.

2. Accessible Bays

2.1 The percentage of accessible bays required in a car park is specified by the National Construction Code (NCC) Volume 1 (as amended).

2.2 Accessible bays are be constructed in accordance with AS 2890.6 (as amended).

3. Service Bays

3.1 One (1) service bay per development shall be provided on-site and clearly marked; or

3.2 Service bay/s may be located on-street or shared between multiple private businesses where identified through a Parking Management Plan. The Parking Management Plan shall include an

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

agreement made between landowners which demonstrates the management and use of the bay. The Parking Management Plan and signed agreement shall be provided to the City.

4. Bicycle Parking

4.1 Bicycle parking facilities are to be designed and provided in accordance with Table 1 and the Australian Standard 2890:3 (as amended).

The number of bicycle bays shall be rounded to the next whole number (i.e. where 1.4 bays are required, a minimum of 2 bays shall be provided).

4.2 Bicycle parking facilities shall be in a convenient and safe location and not require access via steps.

4.3 Short term bicycle parking facilities shall meet the following criteria:

- be placed in public view
- be located outside pedestrian movement paths
- be easily accessible from the road
- be as close as possible to the cyclist's ultimate destination
- be well lit by appropriate existing or new lighting
- be protected from the weather where possible

Where a site is restricted and cannot provide short term bicycle parking, the City will investigate the ability for the bays to be provided in the verge. If available, the City will impose a condition on the development approval for the bays to be provided in accordance with the City's specifications, at the owner/applicant's expense.

5. End-of-trip Facilities

5.1 One (1) end-of-trip facility shall be provided where one to five long term bicycle parking bay(s) are required.

5.2 Where more than five long term bicycle parking bays are required, one end-of-trip facility for every five long term bicycle parking bays is required.

5.3 End-of-trip facilities shall be located as close as practicable to the bicycle parking facilities.

5.4 End-of-trip facilities may be shared between multiple private businesses where legal access arrangements are agreed between landowners and the arrangement forms part of a development application. This is to be identified through a Parking Management Plan. The Parking Management Plan shall include an agreement made between landowners which demonstrates the management and use of the facilities. The Parking Management Plan and signed agreement shall be provided to the City.

6. Traffic Impact Statement and Traffic Impact Assessment

6.1 A traffic impact statement or a traffic impact assessment in accordance with the Western Australian Planning Commission's *Transport Impact Assessment Guidelines* is required in the following instances:

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

- A Traffic Impact Statement is required when the development generates 10 – 100 vehicle trips in the peak hour.
- A Traffic Impact Assessment is required when the development generates more than 100 vehicle trips in the peak hour.

7. Payment in lieu of Car Parking

7.1 Payment-in-lieu of car parking shall be applied in accordance with Clause 77 off the Planning and Development (Local Planning Schemes) Regulations 2015 (as amended) and the City's Payment in Lieu of Parking Plan (as amended).

7.2 Development that does not comply with the applicable minimum on-site parking requirement as determined by clause 1.1 and 1.2 of this Policy will be subject to a condition on the determination notice requiring payment in lieu of parking.

Table 1: Non-Residential Development Parking Requirements

Land Use	Car Parking Minimum					Car Parking Maximum (1)	Bicycle Parking Minimum		Unit of Measure (spaces per)
Built Form Area	Town Centre	Transit Corridor	Activity Corridor	Mixed Use	Residential		Short Term	Long Term	
Amusement parlour	1.5	2	2.2	2	2.5	2.5	0.2	0.8	100sqm NLA
Bed and Breakfast	In accordance with the Residential Design Codes					1	0.075	0.175	bedroom
Betting agency	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Bulky goods showroom	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Caravan park	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Caretakers' dwelling	0.5	0.75	0.75	0.5	0.5	0.5	0.075	0.175	Bedroom
Child care premises	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Cinema/theatre	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Civic use	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Club premises	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Consulting rooms	2.5	3.5	3.5	3	4	4	0.7	0.3	Consulting room
Convenience store	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Educational establishment	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Exhibition centre	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Family day care	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Fast food outlet	0.1	0.15	0.15	0.1	0.15	0.15	0.04	0.06	Person
Fuel depot	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Holiday Accommodation	In accordance with the Residential Design Codes					0.5	0.075	0.5	Bedroom

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

CITY OF VINCENT

Land Use	Car Parking Minimum					Car Parking Maximum (1)	Bicycle Parking Minimum		Unit of Measure (spaces per)
Built Form Area	Town Centre	Transit Corridor	Activity Corridor	Mixed Use	Residential		Short Term	Long Term	
Holiday House	In accordance with the Residential Design Codes					1	0.075	1	Bedroom
Hotel	0.5	0.75	0.75	0.5	1	1	0.075	0.175	Bedroom
	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Industry (general, cottage & light)	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Lunch bar	0.1	0.15	0.15	0.1	0.15	0.15	0.04	0.06	Person
Liquor store – large	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Liquor store – small	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Market	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Medical centre	2.5	3.5	3.5	3	4	4	0.7	0.3	Consulting room
Motel	0.5	0.75	0.75	0.5	1	1	0.075	0.175	Bedroom
Motor vehicle, boat or caravan sales	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Motor vehicle repair (2)	1.5	2	2.2	2	5	5	1.6	0.9	Servicing bay
Motor vehicle wash (2)	1.5	2	2.2	2	5	5	1.6	0.9	Servicing bay
Nightclub	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Office	1.5	2	2.2	2	2.5	2.5	0.2	0.8	100sqm NLA
Park home	0.5	0.75	0.75	0.5	1	1	0.2	0.8	Site
Place of worship	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Reception centre	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Recreation – private	0.15	0.25	0.22	0.2	0.5	0.5	0.019	0.042	Person
Restaurant / café	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Restricted premises	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Serviced apartment	In accordance with the Residential Design Codes					0.5	0.075	0.5	Bedroom
Service station	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Shop	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Small bar	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Tavern	0.15	0.25	0.22	0.2	0.25	0.25	0.019	0.042	Person
Trade display	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA
Trade supplies	3.5	5	4.5	4	5	5	1.6	0.9	100sqm NLA

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Land Use	Car Parking Minimum					Car Parking Maximum (1)	Bicycle Parking Minimum		Unit of Measure (spaces per)
Built Form Area	Town Centre	Transit Corridor	Activity Corridor	Mixed Use	Residential		**Short Term**	**Long Term**	
Transport depot	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA
Veterinary centre	2.5	3.5	3.5	3	4	4	0.7	0.3	Consulting room
Warehouse / storage	1.2	2	1.8	1.5	2	2	N/A	1	100sqm NLA

(1) Maximum parking ratios for all built form areas (Town Centre, Transit Corridor, Activity Corridor, Mixed Use and Residential).

(2) Excludes areas used for the servicing of vehicles.

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Appendix 1: Parking Management Plan

The purpose of the parking management plan is to assess and consider how the proposal will satisfy the parking demand of the development. Consideration of the existing site and surrounding context is required, as well as management strategies to ensure management of parking areas.

Minimum parking requirements may be waived or varied based on the parking management plan submitted. Justification for waiving or varying the minimum parking requirements is not limited to the elements contained within this template.

Owner / Applicant Details:	
Name:	
Address:	
Phone:	
Email:	
Property Details:	
Lot No.:	
Address:	
Parking Allocation: *Please specific for each criteria the number bays allocated to each user group (i.e. staff, customers, accessible, service, etc).*	
No. car parking spaces:	
No. short term bicycle bays:	
No. long term bicycle bays:	
End-of-trip facilities:	
No. other parking: *e.g., scooters*	
Parking Demand: *Please specify the anticipated parking demand for the development.*	
Anticipated no. of staff at any one time:	

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Anticipated no. of customers at any one time:	
Likelihood of multipurpose trips:	
Alternative transport options: *Please consider alternative ways people may be able to access your site. The Journey Planner website may provide some assistance.*	
Train: *Where is the nearest station, how far is this from your site, and is the route provided with footpath access and shade?*	
Bus: *Where is the nearest bus stop, how far is this from your site and how frequent is the bus during peak periods?*	
Cycling: *Is there a cycle path that accesses your site, are there existing facilities cyclists can use?*	
Public parking: *Are there public parking facilities (on-street or car parks) in the vicinity of the site? How many bays are available and are there any parking restrictions?*	
Shared parking arrangement: *Clause 77Q of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 outlines the matters that the local government may have regard for when determining whether to approve a shared parking arrangement, including:*	
Whether the peak operation hours of the development will overlap with those of the shared site.	
Whether the use of the car parking spaces to be made available on the shared site	

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

will impede the use of delivery or service areas on the shared site.	
Any relevant local planning policy.	
Adequate car parking is likely to be available at all times for both the proposed development and the shared site.	
The relationship between he proposed development and the shared site will be such that the shared car parking spaces are likely to be used by persons using the proposed development.	
Parking Management Strategies *Please detail any parking management strategies that will be implemented such as management of tandem bays, way finding.*	
General Strategies *Bay allocation and marking, time limited parking, fees payable.*	
Management and maintenance of parking (including car stackers)	
Management of tandem parking for staff / tenants	
Wayfinding measures	
Promotion of alternative transport modes: *I.e. The provision of well-maintained bicycle and end of trip facilities, use of active transport initiatives or public transport promotion.*	
Service Bays *Please detail how service vehicles will be accommodated.*	
No. service bays provided:	

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

Private and/or shared	
Expected no. of delivery's: *Include schedule of deliveries (i.e. days, times)*	
Management of shared service bays: *Include requirements of other tenancies, demonstrating there will no conflict.*	
Other *Sign marking, etc*	
Key findings from Traffic Impact Statement / Assessment	
Justification for vehicle parking bays not satisfying the ratios stipulated in Table 1.	

LOCAL PLANNING POLICY: NON-RESIDENTIAL PARKING

OFFICE USE ONLY	
Responsible Officer	Manager Policy & Place
Initial Council Adoption	06/03/2018
Previous Title	Policy No. 7.7.1 Non-Residential Parking Requirements
Reviewed / Amended	01/2023
Next Review Date	2027

PAYMENT IN LIEU OF PARKING PLAN

1. Introduction

1.1. Regulatory compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

1.2. Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for non-residential development that requires development approval, and to which a parking space shortfall of at least two bays is applicable in the area(s) identified in this Plan.

This plan outlines the purposes for which payment in lieu of car parking will be used in the areas(s) identified and how money collected will be administered.

1.3. Operational dates

The Plan commenced operation on [INSERT DATE] – Day after Publication of Notice of Adoption – clause 77N(1)(a) of the Regulations.

The Plan will cease operation on [INSERT DATE], being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

1.4. Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M of the Regulations and the current version shall be published in accordance with clause 77L of the Regulations.

Amendment Number	Date	Comment

1.5. Objectives of the Plan

The objectives of this Plan are to:

- To guide the application of payments in lieu of providing car parking for non-residential development that requires development approval, and to which a parking space shortfall of at least two bays is applicable in the City of Vincent.
- Support implementation of the Accessible City Strategy which includes initiatives to
    - create a safe transport environment;
    - ensure consistent accessibility and connectivity into, around and beyond Vincent;
    - promote environmentally friendly and healthy transport modes and initiatives; and
    - make it enjoyable to get around the local area.

1.6. Linkages to relevant adopted planning documents

The Plan supports the implementation of the following documents and the Integrated Planning and Reporting framework:

- Strategic Community Plan
- Local Planning Strategy
- Local Planning Scheme
- Accessible City Strategy

2. Terms used

The terms used in the Plan have the same meaning as in the Regulations.

3. Parking plan application and area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Plan area must be spent in the Plan area.

3.1. Maps

The Parking Plan applies to the entire City of Vincent local planning scheme area (Appendix 1).

4. Reasonable estimate of costs for payment-in-lieu

4.1. Calculation of reasonable estimate of costs

The maximum lump sum contribution shall be calculated in accordance with the method set out in Schedule 2, Clause 77 H (4) of the Regulations – Payment in lieu of parking condition for non-residential development.

For the purposes of the Calculation the Infrastructure Cost per m^2 is $360.00 (as at 10/11/22) (as amended).

4.2. Revisions to reasonable estimate of costs

The Reasonable Estimate of Costs in this Plan can be revised by the City of Vincent from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

Note: Where the method of calculation includes infrastructure costs, the City of Vincent can use a recognised construction cost publication to establish the construction cost escalation factor. The Plan will be updated to show the current revision to the Reasonable Estimate of Costs.

4.3. Attribution of costs

Contributions paid towards parking, access, and movement improvements in terms of the plan need to be spent in the City of Vincent, in accordance with the Accessible City Strategy and clause 5 of this Plan.

5. Purpose for which payment-in-lieu will be applied

Money collected under the Plan is to support the implementation of the Accessible City Strategy.

The items listed below are in accordance with clause 77I(2) of the Regulations and must be applied for the purposes set out below.

5.1. Public Car Parking Infrastructure

ACS ITEM	ACTION
3.3.4	Better manage the supply of on street parking through the implementation of various restrictions by: • Limiting roadside residential parking, confining parking to the property; • Restricting parking to 3P or less within 2 blocks of train stations or transit nodes, with residential permit exemptions; • Restricting parking to 3P or less within 1 block of high-frequency transit corridors, with residential permit exemptions; and • Restricting parking to 2P or less within 2 blocks of town centres or mixed-use areas, with residential permit exemptions.

5.2. Other Transport Infrastructure

ACS ITEM	ACTION
4.2.1	Place plans should identify methods to improve pedestrian and cycling safety in the public realm making town centres safe and accessible to all.

5.3. Ancillary or Incidental Purposes

ACS ITEM	ACTION
1.1.3	Develop and implement a consistent wayfinding and signage plan across the City. This should consider parking, cycling and pedestrian transport modes, and provide appropriate localised details for each town centre and activity and transit corridor.
3.3.1	Establish a business plan for the management of parking within Vincent with a view to the following: • Prepare precinct specific parking management plans, with priority given to precincts already at capacity; and • Expand paid parking using the 'demand responsive pricing' methodology.
3.5.1	Repeat parking surveys at 3-5year intervals on a rolling basis across the City. A schedule of priority areas based on the data collected has been produced, with surveys recommended to start in Leederville Town Centres and surrounding area.

6. Other information required by the WAPC

No other information has been required by the WAPC under this Plan.

7. Operation

7.1. Operational requirements

The Plan shall operate in accordance with Part 9A of the Regulations.

7.2. Triggers for payments to be made

Payment of money shall be made to the Local Government to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to

the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the Local Government requires payment of monies to be made.

Prior to granting development approval and imposing a condition for payment in lieu of parking, the local government must give the applicant a notice of apportionment in accordance with clause 77F(1)(b) of the Regulations, which confirms the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition. The condition will read as follows:

> *Prior to the commencement of development, payment of **$<insert total amount>** shall be made to the City of Vincent for Payment in Lieu of **<insert number of car parking bays>** car parking bays which have not been provided on site or in a shared parking arrangement.*
>
> *This condition has been imposed under the requirements of the City of Vincent Payment in Lieu of Parking Plan and Schedule 2, clause 77H of the Planning and Development (Local Planning Schemes) Regulations 2015.*

7.3. Decision-making on Development Applications using this Plan

Decision makers are to have due regard to the Plan, Local Planning Policy: Non-Residential Development, or any other applicable Structure Plan or Policy when making decisions on development applications that seek or require consideration of payment in lieu of car parking under the Plan.

8. Financial Administration (clause 77I of the Regulations)

8.1. Reserve Account to be established and maintained

The local government shall establish and maintain a Reserve Account for money collected under the Plan (clause 77I(1) of the Regulations). The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

8.2. Interest earned

Interest earned on the Reserve Account under the plan shall be treated in accordance with clause 77I of the Regulations.

8.3. Records to be kept

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the local government until all funds have been expended or repaid.

8.4. Reporting

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

8.5. Invoice for payment of money

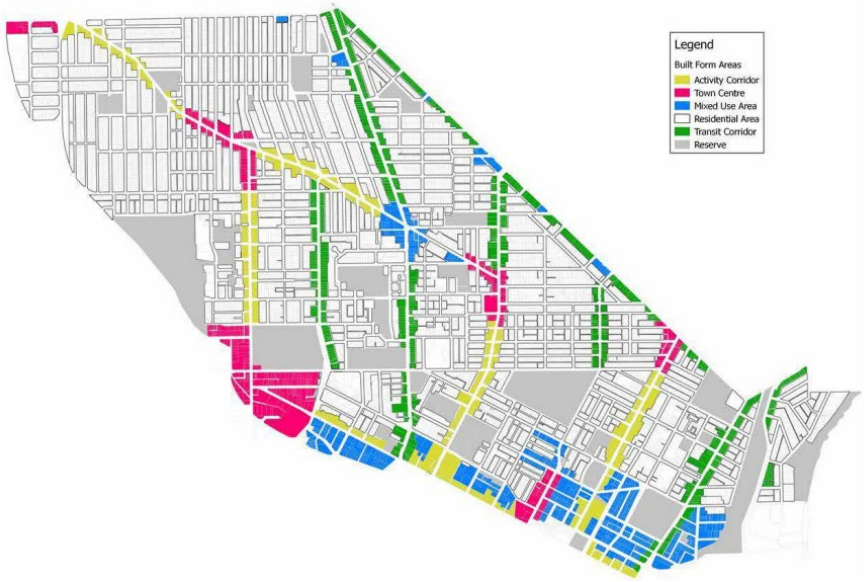
In addition to a payment-in-lieu of parking condition applied to a development approval under clause 77H of the Regulations, the local government shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval. The invoice

shall specify the method and timing for payment of the money required to satisfy the payment in-lieu of parking development approval condition.

8.6. Money held in the Reserve Account at the expiry of the Plan

Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 77I(5), (6) and (7) of the Regulations.

Appendix 1: Map Area



5.5 MINOR AMENDMENT TO METROPOLITAN REGION SCHEME - LEEDERVILLE PARADE PRIMARY REGIONAL ROAD RESERVE

Attachments:
1. **Metropolitan Region Scheme Map - Proposed Amendment**
2. **Aerial Map - Leederville Parade and Vincent Street**

RECOMMENDATION:

That Council:

1. **ENDORSES the current road width of Leederville Parade, adjacent to The Avenue carpark to be sufficient for future planning requirements; and**

2. **REQUESTS that the Western Australian Planning Commission proceed with a Minor Amendment to the Metropolitan Region Scheme, pursuant to s.57 of the *Planning and Development Act 2005* to remove the Primary Regional Road reservation and zone land urban as illustrated in Attachment 1.**

PURPOSE OF REPORT:

To consider requesting the Western Australian Planning Commission (WAPC) to proceed with a minor amendment to the Metropolitan Regional Scheme (MRS), as per **Attachment 1**.

BACKGROUND:

The City has progressed a number of significant strategic planning and development proposals within the Leederville Town Centre, including the draft Leederville Precinct Structure Plan (LPSP) and the Local Development Plan for 40 Frame Court.

At its meeting on 14 September 2021, Council recommended that the WAPC approve the LPSP subject to modifications.

The *Avenue Car Park* site is situated within the LPSP Cityscape precinct, which is described as:

- A place with mixed uses that complement each other.
- The location for long-term development outcomes.
- The place where landmark development shapes the Leederville skyline.
- Designed to encourage public transport usage.
- A showcase for sustainability and reuse.
- A higher density mixed-use and residential area.
- A key contributor to the success of the Village.

The City's Accessible City Strategy (ACS) guides the City of Vincent's future transport infrastructure and advocacy. The ACS targets sustainable transport and movement throughout the City of Vincent, with improvements to transport and movement of people being based on the existing carriageways.

Future improvements to promote cycling and pedestrian movement throughout the Leederville Town Centre will be unaffected by changes to the MRS, with suitable space for pedestrian and cyclist improvements being retained.

At its meeting on 14 December 2021, Council approved the Chief Executive Officer to commence an expression of interest process for the redevelopment of the City's major landholdings in Leederville, being The Avenue Car Park and Frame Court Car Park.

At its meeting on 18 October 2022, Council endorsed the three submissions for progression to Stage 2 of the redevelopment proposals process.

The site map used for the request for proposals and all submissions received and shortlisted note the requirement for the MRS Amendment.

DETAILS:

The Primary Regional Road reserve, which encroaches onto four separate lots along Leederville Parade is not necessary over the portion of Leederville Parade from Lot 33 to Lot 34 The Avenue for the following reasons:

1. The current area reserved as a Primary Regional Road provides surplus area for future road widening projects associated with the Mitchell Freeway, which is not required by Main Roads.

2. The City's Accessible City Strategy has a target mode shift to pedestrians and other sustainable forms of travel over private motor vehicles. The existing roads are sufficient for future planning requirements with suitable space for improvement to pedestrian and cycle movements.

3. The area of Primary Regional Road reserve that includes the individual lots within The Avenue carpark is insignificant to any future widening of the Mitchell Freeway being approximately 1700m2 overall, but important to providing developable area within the Leederville Town Centre at The Avenue carpark.

4. By limiting the extent of the Primarily Regional Road reservation to within the road boundary of Leederville Parade, it will allow the lot to be developed to its full potential, consistent with the extensive structure planning for the Leederville Town Centre with the site expected to provide between 18 to 23 storeys of high-density development. Providing opportunity for people to live near the train station and within the expected growth area assigned as a Secondary Centre.

In response to the above reasons, the MRS should be amended to reclassify the Primary Regional Road reserve to the Urban zone as illustrated in **Attachment 1**. In order to proceed with this amendment, the Council must resolve to request an amendment to the MRS and forward that request to the WAPC. The final decision would be made by the Minister for Planning.

During the process of amending the MRS, the Minister may also make a simultaneous decision to amend the Local Planning Scheme. The City would request the Minister rezone the area under Local Planning Scheme No. 2 to match the adjacent properties.

CONSULTATION/ADVERTISING:

Advertising will be undertaken by the WAPC in accordance with the *Planning and Development Act 2005*.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- Metropolitan Region Scheme;
- Local Planning Scheme No. 2;
- City of Vincent Accessible City Strategy (2020-2030); and
- Draft Leederville Precinct Structure Plan.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to request an amendment to the Metropolitan Region Scheme.

STRATEGIC IMPLICATIONS:

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

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

SUSTAINABILITY IMPLICATIONS:

Nil.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

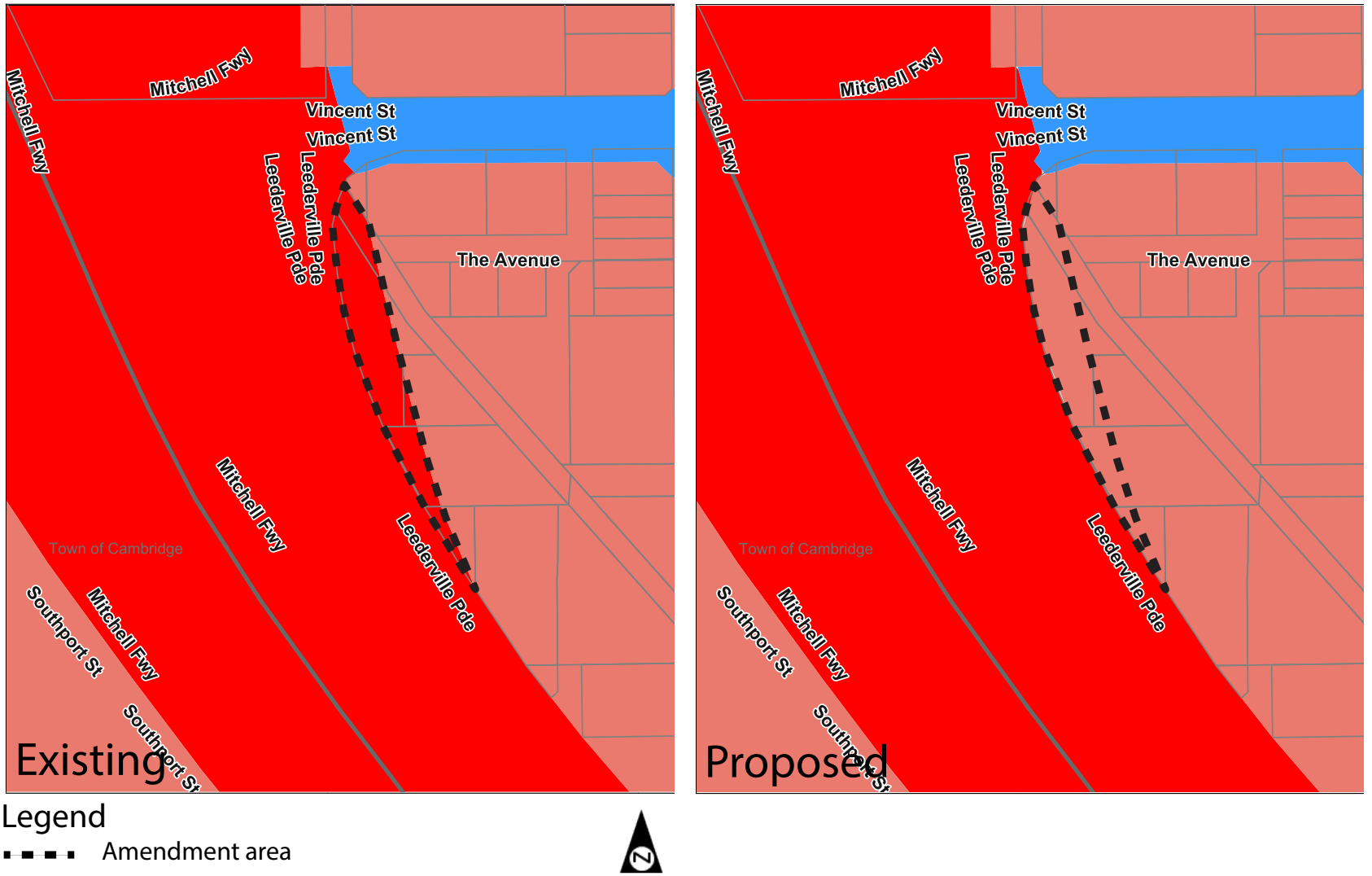
FINANCIAL/BUDGET IMPLICATIONS:

The current Primary Regional Road reserve which includes Leederville Parade encroaches onto parts of five lots which presents as a significant constraint on development for The Avenue carpark. The City of Vincent identified The Avenue car park through the draft Leederville Precinct Structure Plan as a key development site with prospective development in this area to reach a between 18 to 23 storeys. Removing the Primary Regional Road reservation to replace with an Urban zoning under the MRS, creates more value to the City owned land.

COMMENTS:

Amending the MRS as proposed ensures that there is sufficient space within the reservation remaining to complete any necessary changes. The site has been identified for significant development to meet the population targets set by the State Government within the Secondary Centre. The proposed amendment is consistent with local and state planning as well as broader transport strategies in the area.

Minor Amendment to the MRS - Leederville Parade Primary Regional Road Reserve



Aerial View of Leederville Parade with Primary Regional and Other Regional Road Overlay



Legend

Primary Regional Road Reservation

Other Regional Road Reservation

5.6 AMENDMENT TO THE TREES OF SIGNIFICANCE INVENTORY TO INCLUDE THE JACARANDA TREE AT NO. 59 ELLESMERE STREET, MOUNT HAWTHORN

Attachments:
1. **Nomination Letter**
2. **Tree Assessment**

RECOMMENDATION:

That Council APPROVES an amendment to the City's Trees of Significance Inventory to include the Jacaranda tree (*Jacaranda mimosifolia*) at No. 59 Ellesmere Street, Mount Hawthorn.

PURPOSE OF REPORT:

For Council to consider an amendment to the Trees of Significance Inventory (the Inventory) to include the Jacaranda tree (*Jacaranda mimosifolia*) at No. 59 Ellesmere Street, Mount Hawthorn in accordance with Local Planning Policy No. 7.6.3 – Trees of Significance (LPP 7.6.3).

BACKGROUND:

The Inventory was first adopted in 1997 and includes 27 sites containing approximately 300 significant trees. The purpose is to identify and protect trees under Clause 61 of Local Planning Scheme No. 2 which states:

"61. Development for which development approval not required

(1) Development approval of the local government is not required for the following works –

(k) works to remove, destroy and/or interfere with any tree(s) where it is not listed on the City of Vincent Trees of Significance Inventory."

Of the trees included in the Inventory, only eight are contained within private property.

Following adoption, the Inventory underwent review in 2003, 2010 and 2013, during which time over 400 additional trees were identified, assessed by an Arborist and met the criteria for inclusion onto the Inventory.

LPP 7.6.3 was adopted on 27 March 2001 providing a framework for the management of trees included on the Inventory. LPP 7.6.3 was amended on 25 June 2013, with a noteworthy addition being the ability for private landowners to nominate trees within their property for inclusion onto the Inventory. Since that time, an additional two trees have been nominated and adopted onto the Inventory.

A tree may be considered to be significant and worthy of inclusion onto the Inventory if one or more of the following criteria are found to be present:

a) outstanding aesthetic quality;
b) outstandingly large height, trunk circumference or canopy spread;
c) commemoration or association with particular historical or cultural events;
d) association with a well-known public figure or ethnic group;
e) specimen of great age;
f) outstanding example of a particular species;
g) rare or unusual species;
h) horticultural, genetic or propagative value; or
i) likely to be a remnant or regrowth local native tree.

DETAILS:

The City received a nomination from the owner of No. 59 Ellesmere Street, Mount Hawthorn on 25 November 2022 to include the Jacaranda tree (*Jacaranda mimosifolia*) at the rear of the property onto the Inventory.

The tree was assessed in accordance with the process and selection criteria outlined in LPP 7.6.3. Administration has found the subject tree meets criteria: *a) outstanding aesthetic quality and e) specimen of a great age*.

The tree is large and is a good example of its species with well-structured crown and canopy spread, displaying a mass seasonal display of purple flowers. Examples of Jacaranda trees of similar size and quality are included on the Inventory and situated in Hyde Park and HBF Park (Perth Oval). Jacaranda trees have been identified in previous reviews of the Inventory as a valuable asset to the community from an aesthetic perspective given their vibrant floral display, providing seasonal colour to the landscape. The subject tree is considered to be of *outstanding aesthetic quality* for the aforementioned reasons.

The exact age of the tree is unknown, however the owner estimates it to be approximately 90 years old with it possibly being planted by Harry Tandy, the original owner of the house. An investigation of Landgate historic aerial maps shows the mature tree in situ circa 1965 making it meet the criteria of a *specimen of a great age*.

The subject tree is valued from an environmental perspective. Due to the impact on trees from demolition and development throughout developing areas of Vincent, retention of healthy, mature trees supports the City's objective of maintaining its urban tree canopy.

In accordance with the requirements of LPP 7.6.3, the tree was assessed by an arboriculturist at The Arbor Centre consultancy having regard to its health and vitality as follows:

"The canopy displays good heath with acceptable structure, minor structural flaws will require addressing as part of the ongoing canopy management going forward. The subject tree displays good new season growth (includes regeneration) typical leaf colouration and size at the time of assessment.

The subject tree is able to be retained – this is contingent on the recommendations identified within this report being implemented in a timely manner and to the required standards as identified by the Arbor Centre".

CONSULTATION/ADVERTISING:

Consultation is not required under the provisions of LPP 7.6.3. However, the City has notified the adjoining neighbours of the tree's nomination. The outcomes of consultation resulted in one submission as follows:

Submission	Comment
The critical implication of the listing is the requirement for development approval to prune the tree. *The tree overhangs our property and constantly fills our gutters with material.* *We accept that this is part of life living in a vegetated suburb but request that our right to prune any overhanging parts of tree remains intact.* *Seeking development approval every time we elect to trim any part of the tree, that overhangs our property, is a constraint we cannot accept.*	For general trees, property owners have the ability to prune trees to the boundary and return the branches to the tree owner. This applies to general trees where there is no protection in place. The tree at No. 59 Ellesmere is significant as demonstrated in the arborist report. The report includes clear recommendations for pruning. It is recommended that the nominator seek funding assistance to undertake the recommendations of the report for the continued health of the tree. The requirement for planning approval for pruning is to ensure it is undertaken in the correct manner to ensure the ongoing health and viability of the tree.

LEGAL/POLICY:

- City of Vincent Local Planning Scheme No. 2; and
- Local Planning Policy No. 7.6.3 – Trees of Significance.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to adopt the tree situated at No. 59 Ellesmere Street, Mount Hawthorn onto the Trees of Significance Inventory.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

SUSTAINABILITY IMPLICATIONS:

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

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

If the recommendation is accepted and the tree is listed, the owner will be entitled to receive grant funding for maintenance, funded through the City's existing operational budget.

COMMENTS:

The Jacaranda tree (*Jacaranda Mimosifolia*) located within the rear garden of No. 59 Ellesmere Street, Mount Hawthorn meets the required criteria for inclusion onto the Inventory. Trees of this size and quality are valuable aesthetic and environmental assets and warrant statutory protection.

Harry's Tree

by Shelley Blechynden

My house at 59 Ellesmere Street, Mount Hawthorn was built in 1929/1930. The first owner, Mr Harry Tandy, had very strong connections to the Pickle District, a contemporary burgeoning arts hub in West Perth. Mr Tandy was the younger brother of John Thomas Tandy aka Tom Tandy, who owned the Swan Brand Products Factory at 567 Newcastle Street and later became Mayor of Subiaco. The company began in 1922 on the corner of Wellington and Marquis Streets West Perth originally selling 'aerated waters' (soft drinks and cordials). In 1926, the factory moved to Newcastle Street and Swan Brand Products expanded their line to include pickles, sauces, vinegar, and fig conserve. Swan Brand Products continued production into the late 1950s and was a major producer and exporter of sauces and pickled products providing income for local Western Australian farmers and employment for local factory workers.

After returning from serving in WW1, Harry Tandy took up the role of assistant manager at the factory. Tragically Harry's life was cut short soon after he moved into Ellesmere Street. At the age of 34, he died at work from being electrocuted as a result of faulty equipment. He was worked on for three hours by a team of doctors before finally being declared dead. Harry left behind his wife Ada and two small children who continued to live at Ellesmere Street. Ada sold the house in 1931 to William Baird who rented the home to various tenants for a decade afterwards.



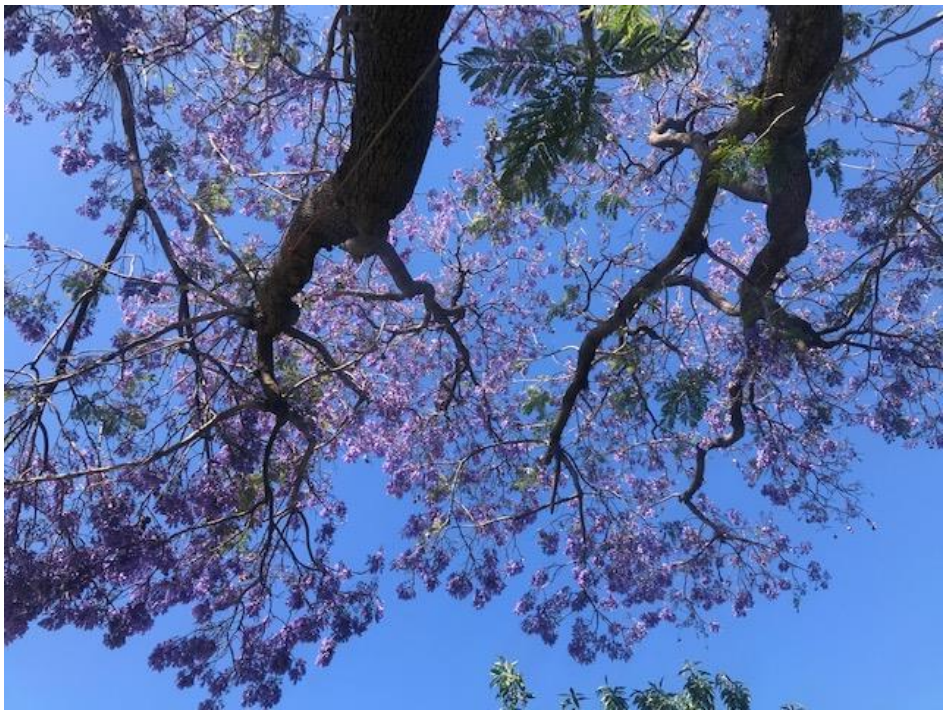
Display at the Perth Royal Show

Considering the very large size of the tree and the possibility it was in existence in 1942 as determined from early aerial maps, together with the knowledge that Jacaranda trees were very popular at the time, it is possible the tree is 90 years old. With the history of a succession of renters after the home was sold in 1931, who would have been less likely to have planted a tree in the backyard, it is possible that the Tandy family planted the Jacaranda. Recent gardening efforts under the Jacaranda revealed an old Swan Brand tomato sauce bottle, which may have been used by Mrs Tandy herself!



The size and aesthetic quality of the tree, plus the connection of the builders of the home to a significant long-standing business in the Vincent area (after whom Tandy Street was later named) gives this tree a special heritage connection to the broader area.


PURE
TABLE
VINEGAR
BREWED FROM MALT AND SUGAR.
CONTENTS 26 FLUID OZS.
KIDD & MARIE
CARNARVON.
GOLDBONUS
TOMATO SAUCE
Manufactured at 567 NEWCASTLE ST. PERTH
SWAN BRAND PRODUCTS
CHOW CHOW
MANUFACTURED AT 567 NEWCASTLE ST PERTH
TOMATO SAUCE
SWAN BRAND
J·T·X
SAUCE
Swan Products give Zest to a meal. Relish to Pork, Beef, Mutton or Veal.
Swan Brand Products
Head Office and Factory Newcastle Street, PERTH



What is significant about this tree that it should be entered on the Trees of Significance Inventory?

The Jacaranda has several significant features that justify it being entered on the Trees of Significance Inventory. The tree is:

- very beautiful. It has a striking mass of purple flowers in Spring, and a delightfully abundant canopy in Summer.
- very large. The City of Vincent "Choosing a tree brochure" describes a Jacaranda tree as typically reaching 10 metres in height with 8 metres canopy spread. My tree is 15 metres tall and 15 metres wide.
- historically significant as it may have been planted by the Tandy Family.
- very old. The tree is approximately 90 years old and was possibly planted in 1930 by the original owners.
- an outstanding example of a Jacaranda due to its advanced age, size and beauty.



References

https://www.vincent.wa.gov.au/Profiles/vincent/Assets/ClientData/Documents/Environment/Parks/0057_-_Choosing_a_Tree_brochure_A4_v6.pdf

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https://trove.nla.gov.au/newspaper/article/41599036?searchTerm=%2259%20Ellesmere%22

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https://trove.nla.gov.au/newspaper/article/83513136?searchTerm=%22Harry%20Tandy%22

https://trove.nla.gov.au/newspaper/article/34497376?searchTerm=%22Harry%20Tandy%22%20electrocution

https://trove.nla.gov.au/newspaper/article/259922397?searchTerm=%22Harry%20Tandy%22%20electrocution

https://findersofrelicswa.com/rsd-aerated-waters-rsd-perth-vinegar-brewery-manufacturers-of-swan-brand-products-1922/

Historical Aerial Photography Search Application | AerialPhotography (arcgis.com)

https://thepickledistrict.com.au/ourstory/

Perth, Western Australia, Australia, Rate Books, 1880 to 1946. 1930 > North Perth Ward.

Perth, Western Australia, Australia, Rate Books, 1880 to 1946. 1931 > North Perth Ward.



Other comments

I have lived at 59 Ellesmere Street for over 30 years. The Jacaranda is the centrepiece of my back garden. Every summer I feel thankful for the beautiful shade it brings. I enjoy witnessing every season the tree goes through. In Spring there's the mass of flowers, in summer the welcome shade, in Autumn and Winter the tree allows sunshine into my garden. My daughter and her friends played under the tree. There used to be a swing. One year the Easter Bunny was seen jumping from branch to branch!

The tree also provides shade to my immediate neighbours at different times of the day. It acts like an air conditioner for my neighbourhood.

Many birds like the tree, in particular the Wattle bird. I had a Tawny Frog Mouth roost there for a few weeks. Occasionally one can see Black Cockatoos munching on the seed pods.

The Jacaranda is an iconic species for Mount Hawthorn and the City of Vincent. We have them as street trees. They are part of what makes Mount Hawthorn an attractive and desirable place to live.

The main reason I am nominating my tree is to inform future owners that this tree is worthy of retention. I have seen many large trees come down in recent years due to infill or extensions or redevelopment or simply to put in a swimming pool. Hopefully the fact that the tree is on the Inventory may preserve it for benefit of the neighbourhood.



59 Ellesmere Street, Mount Hawthorn Visual Tree Assessment (VTA) – October 2022

Visual Tree Assessment (VTA)
1x Jacaranda mimosifolia

Prepared for:

Shelley Blechynden
Homeowner
0407 647 139
shelleyblech@bigpond.com

Prepared by: Alex Bodenstaff and Rob Bodenstaff
October 2022
alex@arborcentre.com.au

Reference number: Q005734

Arbor Centre Group PTY LTD
731 Welshpool Road East, Wattle Grove 6107
Phone: - (08) 9359 9300 ~ enquiries@arborcentre.com.au ~ www.arborcentre.com.au

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Table of Contents

Table of Contents **2**

1. Introduction **3**

1.1 Purpose of this Preliminary VTA Report 3
1.2 Arboricultural Inspection 3
1.3 Limitations of this Report 3

2. Executive Summary **5**

3. Conclusions **7**

4. Recommendations **8**

4.1 Short Term (Immediate Actions) 8
4.2 Medium Term (~12 months) 8
4.3 Longer Term (~2 – 3 years) 8

5. References & Reading **9**

Appendix A: Visual Tree Assessment **10**

Appendix B: Images **11**

Appendix C: City of Vincent – Arboricultural Assessment Form **12**

Appendix D: Overview of Australian Standards AS 4373 ..... **14**

Appendix E: Historical Data – Aerial Imagery from 1942 ..... **15**

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1. Introduction

1.1 Purpose of this Preliminary VTA Report

To inspect the subject tree as specified by Shelley Blechynden, to provide comment on current health and structural status of the tree for inclusion into City of Vincents Trees of Significance Register and; identify management considerations required for the retention of the tree at 59 Ellesmere Street, Mount Hawthorn (circled in Figure 1).



Figure 1. *Tree of assessment outlined in red – image source www.Nearmap.com - image date 30th August 2022*

1.2 Arboricultural Inspection

Arbor Centre undertook an Arboricultural assessment of the identified tree on the 20th of October 2022. The assessment was a visual inspection undertaken from ground level incorporated a preliminary below ground and aerial inspection of the tree (refer Appendix B for Images).

1.3 Limitations of this Report

This report provides interpretation of the trees current status; and affords high level guidance on how best to manage the tree over the near and longer term. Ongoing specialist Arboricultural inputs will be required in implementing these recommendations; and; in refining tree and tree risk management requirements

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over time, based on tree responses. The information contained within this report is not intended, or suitable to be used as a Final *'Tree Management Report'* for the subject tree.

Further to the above, this assessment and report does not attempt to predict or quantify potential future tree failures, the partial or complete failure of trees and/or tree parts is a natural part of any environment. Tree failures may be influenced by a wide range of factors including (but not limited to) tree age and condition, quality of previous pruning works; abrupt changes to the local growing environment, prior root zone incursion/impacts and high winds or other extreme climatic events etc.

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2. Executive Summary

Refer Appendix A & B for further detail regarding VTA Results and Site Images.

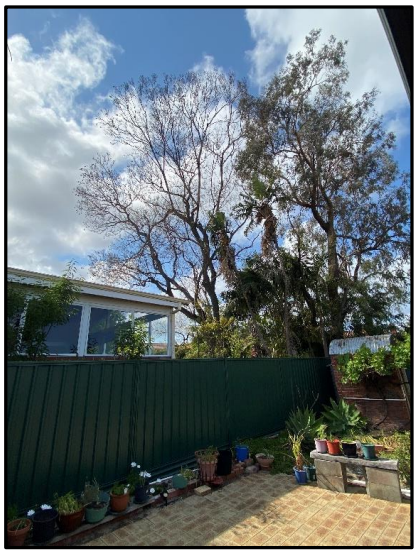

***Figure 2** – Subject tree at the time of inspection (20 October 2022) Image looking South*

The subject tree – *Jacaranda mimosifolia* (Jacaranda) was assessed on the 20th of October 2022. Minor structural defects were noted within the canopy; however, these flaws/defects are considered to be manageable given the appropriate arboricultural practises are applied moving forward - refer figures 2, 3 & 4 for detail.



***Figure 3** – Subject tree at the time of inspection (20 October 2022) Image looking South-West*

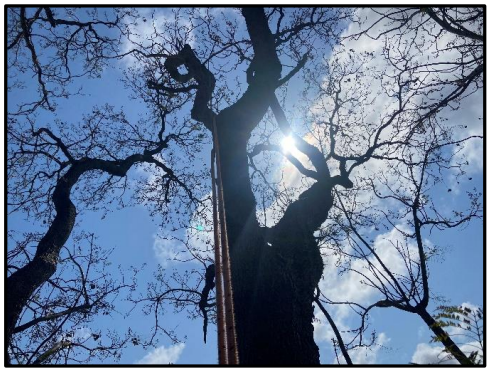

***Figure 4** – Subject tree at the time of inspection (20 October 2022) Image taken during the aerial inspection*

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The canopy displays good health with acceptable structure, minor structural flaws will require addressing as part of the ongoing canopy management moving forward. The subject tree displays good new seasons growth (includes regeneration), typical leaf colouration and size at time of assessment.

Several structural issues were observed including; previous deleterious pruning (i.e. tree has been lion tailed, however canopy structure could be remediated to offset previous works); stem failures ranging from 50 mm dia. to 150 mm in diameter; deadwood ranging to 50 mm in diameter, minor rubbing and crossing stems to 50mm, however; these issues are generally considered manageable within the scope of an ongoing, proactive tree management, canopy pruning and monitoring program.

Findings from the preliminary below and aerial inspections are as follows:

- Tree presents a unique form; the excessive fluting is not a typical characteristic of Jacaranda's. The fluting appears to be in response to previous damage, however, the tree has stabilised well since the damage and still presents solid wood throughout the canopy.
- Inspection of the root flare and first order roots revealed no apparent soil cracks, root plate subsidence, heaving, or noticeable movement at ground level, with good root taper and minor fill noted to the North, East and West sides of the tree (<100mm) however is not considered as a concern at this time.

The subject tree assessed has been identified as capable of being retained provided the issues identified within this report are acknowledged &/or addressed within a long term tree management plan (refer Point *4. Recommendations* for further detail).

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3. Conclusions

The Subject tree is able to be retained - this is contingent on the Recommendations identified within this report being appropriately implemented in a timely manner and; to the required standards as identified by Arbor Centre.

Specialist corrective and remedial pruning undertaken over several years can alleviate defects within the canopy and extend the useful life expectancy of the tree for the foreseeable future.
During canopy pruning works, aerial inspections can also be undertaken throughout the canopy to identify (and address minor) structural issues not visible from the ground level.
The long-term welfare of the tree and its safety would best be served by undertaking regular inspections to monitor tree progress and assess, identify report and/or make further recommendations (remedial or otherwise) on any change or tree related problem(s) that may arise.

Achieving the successful long-term retention of the tree will require specialist and timely Arboricultural input into the development of an appropriate long term Tree Management Plan (including the development and implementation of a 'tree specific' canopy pruning plan).
Future Investigations as part of the management plan may include analytical assessment and soil profile assessments to validate ground level and preliminary observations. The tree will also require ongoing assessment to verify long-term status in terms of health and safety.

The management of risk is underpinned by the standards of ongoing maintenance afforded the tree. It is imperative that only suitably qualified arborists, experienced in veteran tree preservation are engaged in monitoring, maintaining and managing the tree into the future.
Any works undertaken are to be approved by one of Arbor Centres Arboricultural Consultants prior to their commencement and; undertaken by Arbor Centre's qualified Arboriculturist's or a suitably qualified Arborist nominated by the client.

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4. Recommendations

Tree Is To Be Retained And The Following Recommendations Implemented By Arbor Centre:-

4.1 Short Term (Immediate Actions)

- That Corrective/Remedial Canopy Pruning be undertaken to address structural defects that were noted in the inspection;
- Aerially inspect the remainder of the canopy for potential structural, health and/or other issues that may not be detectable from ground level.
  Note: Aerial investigations are able to be undertaken at the time of pruning.

4.2 Medium Term (~12 months)

- That an *Arboricultural Management Plan* (AMP) be developed and implemented for the tree to addresses the risk management and long term canopy management requirements, while at the same time as maximising tree amenity and longevity. Investigations as part of the AMP may include root zone and soil profile assessments.

4.3 Longer Term (~2 – 3 years)

- That reinspection of the tree be undertaken in 2 – 3 years time (and/or following severe weather events) by the Consultant to assess and make further recommendations (remedial or otherwise) where required.
- Based on tree response to the short term corrective/remedial pruning, commence specialist remedial pruning to alleviate remaining defects from within the canopy and establish framework to enable future maintenance.
- Review undertaken of management plan every 5 years.

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5. References & Reading

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Arbor Centre - Visual Tree Assessment (VTA)

Tree Identification Number -	AC0001
Genus Species -	*Jacaranda mimosifolia*
Common Name -	Jacaranda
Tree Origins -	Exotic
Site Address -	59 Ellesmere Street
Suburb -	Mount Hawthorn
Postcode -	6016
Name of Assessor	Alex Bodenstaff
Date -	20/10/2022
Time -	9:00

Height Estimate ~	15	(Metres)
Canopy Spread ~	15	(Metres)
Diameter at Breast Height (DBH) -	0.670	(mm)
Bole/Root Flare -	0.780	(mm)
AS 4970 Nominal TPZ -	8.04	(Metre Radius)
AS 4970 Nominal SRZ -	2.98	(Metre Radius)
Estimated Life Expectancy (ELE) -	40+ Years	
Age -	Mature	
Tree Type -	Deciduous	
Tree Health -	Good	
Tree Structure -	Acceptable	



Observations & Comments

Site -		
	Location -	Tree Situated in Rear Yard
	Character -	Residence
	Landscape Features -	Turfed, Irrigated
	Site History -	Grade Change
	Infrastructure -	None Noted
Health -		
	Leaf Colouration -	Typical
	Leaf Size -	Acceptable
	Canopy Density -	Acceptable
	Wound Occlusion -	Acceptable
	Seasonal Growth -	Good
Canopy Structure -		
	Previous Failures (mm) -	50-100, 100-150
	Deadwood (mm) -	0-50
	Hollows (mm) -	100-200
	Rubbing/Crossing Stems (mm) -	0-50
	Unions -	Acceptable
	Taper -	Acceptable
	Decay -	Yes - Main Stem
	Cracks -	None Noted
	Suppression -	Minor
	Symmetry -	Intermediate
	Previous Pruning -	Excessively Thinned
	Form -	Unique Form
Acoustic Sounding -		
	Hollow Sounding -	Yes - Main Stem
	Visual Decay -	Yes - Main Stem
Pest and Disease -		
	Sporophores -	None Noted
	Pests -	Caterpillar
Root Crown/Flare (Ground Level) -		
	Visable -	Yes
	Defects -	None Noted
	1st Order Roots -	Good
	Root Taper -	Good
	Encroachment -	Yes - Minor
	Girdling -	None Noted
	Surface Roots -	None Noted
	Scalping -	None Noted
	Base Movement -	No
Soil -		
	Drainage Issues -	No
	Shallow -	None Noted
	Compaction -	None Noted
	Soil Type -	Sand
Recommendations -		
	Preliminary Recommendation -	Retain
	Tree Management Works -	Undertake Canopy Pruning Requirements
	Specific Pruning -	Remedial Pruning

Additional Comments -

Tree is situated in the centre of grassed area
House was built between 1929/1930 by Harry Tandy
Tree is situated in the centre of grassed area
minor grade change (<100mm) from the North to South (front to rear) of the yard
Irrigation was noted at the time of inspection

Tree had undergone seasonal defoliation at the time of inspection; New growth noted in canopy and bark displays expressions of healthy growing wood

Actvie wound occlusion was noted
New Growth was noted in the Canopy

Minor failures noted on the Northern side of the canopy adjacent patio
Build up of minor deadwood throughout the canopy
Minor hollows noted

Bifurcates at Ground level

Minor decay present (refer Acoustic Sounding) - Fluting appears to be in response to previous damage

Tree has been excessively thinned along stems (lion-tailed); however could be managed using apropriate arboricultural practises
Tree has excessive fluting, which is considered unique to Jacaranda's

All unions tested with acoustic hammer - minor hollows present in main stem
Minor damage present - Fluting in response to damage - Good within canopy

Larvae present - unknown pest

Root flare was visible at the time of inspection, minor fill was built up around the basal/flare transition zone on the Northern side of the tree - <100mm of fill for grass

Southern transitional zone displayed good first order roots

Grass was noted to the North, East and Western sides of the main stem - grass against trunk

Soil moisture appeared to be OK at the time of inspection - High organics noted

Typical grey sandy soil beneath top organic layer (grass layer), it was noted to have high levels of organics in upper horizon

Development of Pruning and Management Plan for the subject tree
Develop and implement an arboicultural management plan for the subject tree, so that appropriate arboricultural practises are applied in accordance with AS 4373
Canopy requires, remedial works to offset previous pruning, cleaning, reduction, and removal of previous failures, development of a 5 yearly Pruning and Management Plan

Arbor Centre PTY LTD
731 Welshpool Road East, Wattle Grove 6107
Phone:- (08) 9359 9300 enquiries@arborcentre.com.au www.arborcentre.com.au

Appendix B: Images

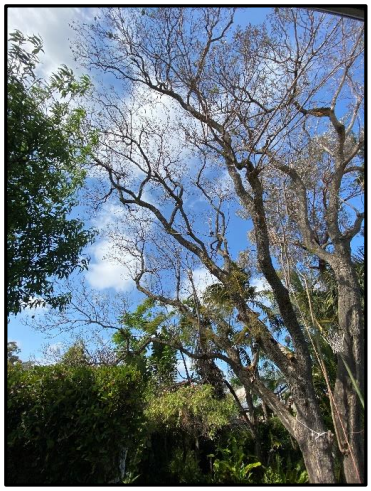

Image taken by Arbor Centre facing South – showing canopy heading toward eastern neighbour



Image taken by Arbor Centre facing North – showing fluting at ground level



Image taken by Arbor Centre from within canopy – showing fluting within the canopy



Image taken by Arbor Centre facing West – showing failed stem caught in canopy



Image taken by Arbor Centre from within canopy – showing wounding from previous failures



Image taken by Arbor Centre from within canopy – showing sound unions

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CITY OF VINCENT

ARBORICULTURAL ASSESSMENT FORM – TO ACCOMPANY THE NOMINATION FOR EACH TREE OF SIGNIFICANCE

(Please attach photographs as supporting evidence)

Arborist Information	
Name of Arborist	Alex Bodenstaff & Rob Bodenstaff
Business name (if applicable)	Arbor Centre Group Pty Ltd
Relevant qualifications/certification	AQF 8 - Melbourne University Graduate Certificate in Arboriculture AQF 7 - Curtin University Bachelor of Arts in Urban and Regional Planning AQF 5 - Advanced Diploma in Arboriculture AQF 5 - Advanced Diploma in Horticulture
Contact details	Address: 731 Welshpool Road East, Wattle Grove, 6107, WA Phone: (08) 9359 9300 Email: enquiries@arborcentre.com.au

Tree Information	
Tree location (property address and location of tree on site)	Property Location: 59 Ellesmere Street, Mount Hawthorn, 6007, WA Physical Tree Location: Centre of rear yard of 59 Ellesmere Street, Mount Hawthorn - Approximately 5 metres from Rear of Dwelling and approximately 7 metres from the southern boundary fence Longitude: -31.916952 Latitude: 115.835329
Botanical name (including variety/ cultivar if applicable)	Subject Tree: Jacaranda mimosifolia (Jacaranda)
Common name/s	Jacaranda
Estimated current tree age	Approximately 90 years
Life stage (active growth/ maturity/ senescence/other)	Age: Mature
Expected remaining life span	Useful Life Expectancy: 40+ years
Height, trunk circumference and canopy spread	Tree Height: 15 metres Canopy Spread: 15 metres Diameter at Breast Height (DBH): 670 millimetres Diameter at Root Flare: 780 millimetres

Considerations for inclusion on Trees of Significance Register	
Aesthetic significance (e.g. exceptional specimen; significant contribution to the amenity of the neighbourhood etc.)	The subject tree provides aesthetic significance to both the surrounding individual homeowner (s). With mature trees being removed more frequently in the urban areas (commonly as part of brown-fields/infill development) this tree provides significant environmental benefits.
Horticultural significance (e.g. outstandingly large height, trunk circumference or canopy spread; rare or unusual species with genetic or propagative value; likely to be remnant or regrowth of local native vegetation)	Considering the surrounding areas around this tree have been cleared for development/infill, the subject tree stands as a mature species. Moreover the subject tree presents a unique form not typical of the Jacaranda species which should be maintained for species/propagative preservation.
Structural integrity (root collar, trunk and crown)	Minor structural defects were present at the time of inspection, however, past lion-tailing of internal stems has introduced potential for stem failure if not managed correctly. All structural defects (major and minor) are considered manageable with the implementation of Arbor Centres Recommendations - Refer Arbor Centres Visual Tree Assessment for further detail.
Impact of the tree on nearby properties (physical contact with structures; shading, dropping of leaf/ flower/fruit etc.)	No significant construction works were identified or expected at the time of inspection. The subject tree spans across the property with minor growth extending over neighbouring properties, however this is considered manageable. Jacarandas are a deciduous species (defoiliating in late winter and come back into leaf in mid-spring) that display a vibrant purple/pink flower in late spring/early summer.
Risk and safety considerations in relation to the tree (likelihood and consequence of branch/tree failure)	The tree maintenance schedule has been designed/recommended to cater for the proposed risk and safety considerations. With the addressing of the structural defects (refer Visual Tree Assessment and below points) that are currently present within the canopy of the tree to ensure that the tree can extend its Useful Life Expectancy beyond the suggested time.

Remedial work	
Past remedial work (e.g. evidence of past reduction pruning)	Tree was previously lion tailed through the internal canopy.
Recommended immediate remedial work	Remedial pruning is recommended to be undertaken to address existing structural defects (i.e. deadwood, damage to various northern stems, previous failures present in the canopy, minor rubbing and crossing stems, etc.).
Recommended maintenance program	The implementation and undertaking of a 5 yearly pruning and management plan has been recommended

Other considerations	
Any other information that the arborist considers relevant to the tree's suitability for inclusion on the Trees of Significance Register	Due to current circumstances this tree is 1 of the few (approximately 18x) larger mature trees situated within private property within a 2.79 hectare area around 59 Ellesmere Street and connections to Harry Tandy (Relative of Tom Tandy) provides historical importance to the greater City of Vincent area. This tree could be considered as a tree of significance due to its singularity in the area, the environmental benefits that this tree provides and will continue to provide and the historical importance.

Arborist's verification	
Date of inspection:	20th of October 2022
Signature	

If there is insufficient space on this form, please feel free to attach additional pages. Please make sure that any extra pages are securely attached to this form and have the address of the place being nominated at the top.

Appendix D: Overview of Australian Standards AS 4373

Australian Standard AS 4373 'Pruning of Amenity Trees' 2007 has been developed to provide a guide on tree pruning procedures and practices to limit poor or deleterious type pruning being unnecessarily inflicted onto amenity trees.

The result of incorrect pruning of a tree is often irreversible, can negatively impact its health and structure and create unnecessary hazards within and surrounding the trees.
Correct tree pruning practices can reduce the likelihood of branch failures, limit pest and disease infestations, improve site safety and tree amenity, encourage sound structural development and extend tree longevity.

Arbor Centre Note:- *Any pruning works undertaken to the assessed tree should be:-*

- *Specified by Arbor Centres AQF Level 8 Arboricultural Consultants (AQF 8 –Melbourne University Graduate Certificate in Arboriculture);*
- *Be undertaken by Arbor Centres trained, experienced and qualified Arborists (min AQF Certificate 3 in Arboriculture);*
- *Recognising the Australian Standards AS 4373 'Pruning of Amenity Trees' 2007 and;*
- *Undertaken under the direction and supervision of Arbor Centres AQF 5 – Diploma in Arboriculture Level 5 Arborists.*

References: AS 4373 2007

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Appendix E: Historical Data – Aerial Imagery from 1942



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If you have any queries or if we can be of further assistance, do not hesitate to call the Arbor Centre office on (08) 9359 9300.

Regards,



Alex Bodenstaff – Urban Planning Consultant
B. Urb&RegPlan. Curtin Uni

On Behlaf of
Rob Bodenstaff – Principal – Arboricultural Consultant
Grad. Cert. Arb Melb. Uni.
Adv Dip.Arb & Hort. Murdorch
ISA Arb. (AU-0015A)

DISCLAIMER:
Any arboricultural advice contained herein has been provided in good faith and based upon the material information available, provided, and pertinent at the time the advice was given. Arbor Centre will not accept liability arising out of loss or damage that results from:-
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• The provision of misleading or incorrect information to Arbor Centre upon which this advice was founded;
• The uses of this advice in circumstances or situations other than the specific subject of this advice;
• Failure by the Client to follow this advice;
• The action(s) or inaction(s) of the Client or any other party that gives rise to loss or damage to the subject of this advice;
• The information provided may not be reissued or printed without the authors permission.

COMPANY DETAILS:
Arbor Centre Group PTY LTD (ACN 651 440 167 ~ ABN 75 651 440 167)
731 Welshpool Road East, Wattle Grove 6107 ~ PO Box 23, Forrestfield 6058
Phone: - (08) 9359 9300 ~ enquiries@arborcentre.com.au ~ www.arborcentre.com.au

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5.7 COMMUNITY SPORTING AND RECREATION FACILITIES FUND AND CLUB NIGHTS LIGHTS PROGRAM - FEBRUARY SMALL GRANTS ROUND APPLICATION

Attachments: **Nil**

RECOMMENDATION:

That Council ENDORSES the:

1. **Community Sporting and Recreation Facilities Fund – 2023/24 February Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows:**

    1.1 **Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts conversion; and**

    1.2 **Priority 2 – North Perth Bowling Club – Toilet Upgrade; and**

2. **Club Night Lights Program – 2023/2024 February Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows:**

    2.1 **Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts flood lighting.**

PURPOSE OF REPORT:

To seek authorisation for administration to submit three funding applications to the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Community Sport and Recreation Facilities Fund (CSRFF), and the Club Nights Lights Program (CNLP) 2023/24 February small grant round.

BACKGROUND:

Local Government authorities and not-for-profit sport/recreation organisations are eligible to apply for CSRFF and CNLP grants aimed towards increasing participation through the development of basic sustainable infrastructure that is well planned and designed. Priority consideration is given to projects that lead to facility sharing and rationalisation with floodlights, playing surfaces, change rooms listed as one of the Department's priorities.

DLGSCI offers the Small Grants Funding round twice annually for CSRFF and CNLP, to assist with projects under $300,000.

The CNLP has $10 million (total) allocated over four years between 2021/2022 and 2024/2025 to fund sports floodlighting infrastructure and is into its third year. The CSRFF has $12.5 million available for allocation annually over 4 rounds which include 2 small, an annual and a forward planning round.

The maximum CSRFF grant awarded by the DLGSCI will be no greater than one-third of the total cost of the project. In some cases, funds provided by the Department do not equate to one-third of the project costs, and the applicants are advised to fund the shortfall. Any ineligible items are deducted from the eligible project cost. This may result in the funding eligible for the project being less than the amount requested. DLGSCI does not guarantee the full grant amount requested or the maximum level of funding will be received. The level of financial assistance offered is based on the overall significance of the proposed project, including the benefits provided to the community.

The City coordinates and prioritises all applications from sporting clubs in conjunction with City submissions. This is to ensure there is no duplication of applications, the project is viable, and allows the City to prioritise applications. The City utilises the grant assessment principles and guidelines, as well as relevant strategic plans and policies, to assess the need, viability, and priority of applications.

Applications are ranked by the City in order of priority and rated as either:

A. Well planned and needed by municipality;
B. Well planned and needed by applicant;
C. Needed by municipality, more planning required;
D. Needed by applicant, more planning required;
E. Idea has merit, more planning work needed; or
F. Not recommended.

After consideration by Council, the applications are submitted to DLGSC for formal assessment. Announcements on successful/unsuccessful applicants for the Small Grants Round are scheduled for June 2023.

DETAILS:

Robertson Park Tennis Precinct – Multi sports courts

At the 14 September 2021 Ordinary Meeting, Council adopted the Robertson Park Development Plan (Development Plan). The Development Plan outlines the improvements to Robertson Park, identifying infrastructure upgrades that respond to community needs, whilst maximising land use and improving community access to recreation and leisure activities. The Robertson Park Development Plan is included as a Strategic Project in the City's Corporate Business Plan.

The Development Plan was divided into three project zones, which includes the Dog and Leisure Park, the Tennis Precinct, and the Turf/Eco Area. At the September 2022 Council Authorised the City to submit a funding application for the CSRFF 2023/24 Annual and Forward Planning round for the Tennis Precinct. The City was unsuccessful in the funding round. Feedback from DLGSC indicated that the lack of certainty in tenure for the facility was the reason the City was unsuccessful.

It is proposed that the City further stage the Tennis Precinct implementation in order to progress the project. This would include a Stage 1a incorporating the implementation of the multi sports courts and the entrance, and stage 1b includes the implementation of the tennis courts and thoroughfare.

Stage 1a of the project converts 6 of the existing tennis courts to 4 muti sports courts and a hit up wall. This would allow for increase community accessibility, increased participation and utilisation of the courts, promote and improve shared facilities, and increase female participation.

During the State Election in 2021, an election commitment of $100,000 was announced to support the delivery of multi sports courts to allow netball at Robertson Park.

Multi sports courts conversion is estimated at $290,125. The City would be seeking $96,708 through CSRFF, $50,000 election commitment funding and City contribution of $143,417.

The Multi sports courts floodlight project is estimated to cost $163,600. The City would seek $58,957 from CNLP, $50,000 election commitment funding and City contribution of $54,643.

These estimates are subject to confirmation by a quantity surveyor prior to lodgement of the CSRFF application.

CSRFF Application – The City recommends that the Robertson Park muti sports courts conversion project receives a priority ranking of "1"; and a "A" rating for the CSRFF Program.

CNLP Application – The City recommends that the Robertson Park muti sports courts flood lighting project receives a priority ranking of "1"; and a "A" rating for the CNPL Program.

North Perth Bowling Club

North Perth Bowling Club is located at Woodville Reserve, North Perth. The club was founded in 1907 and is the only bowls club within the City. The club delivers participation opportunities and wider community benefits. They are affiliated with Bowls WA and have had a steady playing membership base, with a strong social membership base.

The current bathroom facilities do not comply with current standards and the bathrooms are in poor condition which needs replacement. The project involves upgrading the bathrooms to be complaint and meet the demands of the club.

During the State Election in 2021, an election commitment of $80,000 was announced to support the club in delivering the much needed upgrade to their facilities. The total project cost is $165,000. The City will be seeking $30,000 from CSRFF and the City will be contributing $55,000.

The City recommends that the North Perth Bowling Club toilets upgrade project receives a priority ranking of "2"; and a "A" rating for the CSRFF Program.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse Administration submitting a funding application to financially assist with implementation.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

Connected Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
Our community facilities and spaces are well known and well used.

Thriving Places
Our physical assets are efficiently and effectively managed and maintained.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

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

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

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

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

If successful, these grants will assist the City deliver these projects outlined in the Capital Works Program.

COMMENTS:

These projects have a positive impact on both the City of Vincent and the local community. The upgrades support participation and build greater capacity of City of Vincent community sporting facilities.

6 INFRASTRUCTURE & ENVIRONMENT

6.1 HAROLD STREET - RESPONSE TO PETITION

Attachments:
1. **Harold Street Petitions (2) - Confidential**
2. **Design Drawing**
3. **Plan No. 3749-CD-01 Proposed loading zone Beaufort St & Harold St**

RECOMMENDATION:

That in response to a petition received by the Council on 14 February 2023 in relation to Local Area Traffic Management and parking issues on Harold Street, Mount Lawley, Council:

1. **NOTES the current approved Main Roads WA funded Blackspot project which has investigated and mitigates road safety issues (crashes) at the intersection of Harold Street and Beaufort Street;**

2. **REQUESTS Administration to complete a Traffic Calming Warrant check and if warranted, design a treatment to be delivered which addresses road safety issues (speeding, driver behaviour etc) on Harold Street between Vincent Street and Beaufort Street; and**

3. **CONSULT with residents about implementing a residential parking only zone on the north side of Harold Street between Vincent Street and Beaufort Street.**

4. **APPROVES the following minor parking restriction improvements and amendments:**

   4.1 **Convert the 1/4P on Beaufort Street, outside The Beaufort, to a Loading Zone during the day, 7.00am to 4.00pm, Monday to Friday and Taxi Zone at all other times, clearway times excepted, Plan No. 3749-CD-01 (Attachment 3); and**

   4.2 **Convert the Loading Zone on the south side of Harold Street, corner of Beaufort Street, to 2P at all times, Plan No. 3749-CD-01 (Attachment 3).**

PURPOSE OF REPORT:

To provide Council with a response to a petition received on 14 February 2023 in relation to traffic management and parking issues on Harold Street, Mount Lawley.

BACKGROUND:

On the 14 February 2023 Council received two (2) petitions as follows -

1. A petition with 26 signatures was submitted by Louise Schneider of Mt Lawley, requesting that Council investigate and resolve to the residents/owners satisfaction the issues identified by, and of ongoing concerns to, the residents/owners of Harold Street Mount Lawley (between Beaufort and Vincent Streets) regarding traffic management. Specifically congestion, safety including dangerous driving, lack of adherence to the 40km/h speed zone and potential risk to children living in the street and students attending Sacred Heart Primary School. The development application variation by the Challis Apartments, 539 Beaufort Street, to revoke onsite/internal visitors bays may also add additional stress to traffic flow and may adversely impact the already difficult resident parking concerns.

2. A petition with 26 signatures was submitted by Louise Schneider of Mt Lawley, requesting that Council investigate and resolve to the residents/owners satisfaction the parking issues identified by, and of ongoing concerns to the residents/owners of Harold Street Mount Lawley (between Beaufort and Vincent Streets) by implementing a residential only permit zone from 5:00pm to 9:00am daily.

The petitions are provided in Confidential Attachment 1.

DETAILS:

Harold Street from Vincent Street to Beaufort Street is classified as a Local Access Road in the Metropolitan Road Hierarchy adopted by Main Roads WA. The maximum desirable traffic volume on a Local Access Road is up to 3,000 vehicles per day (vpd), the legal speed limit is 40km/h.

Traffic data collected on 04 August 2021 is as follows –

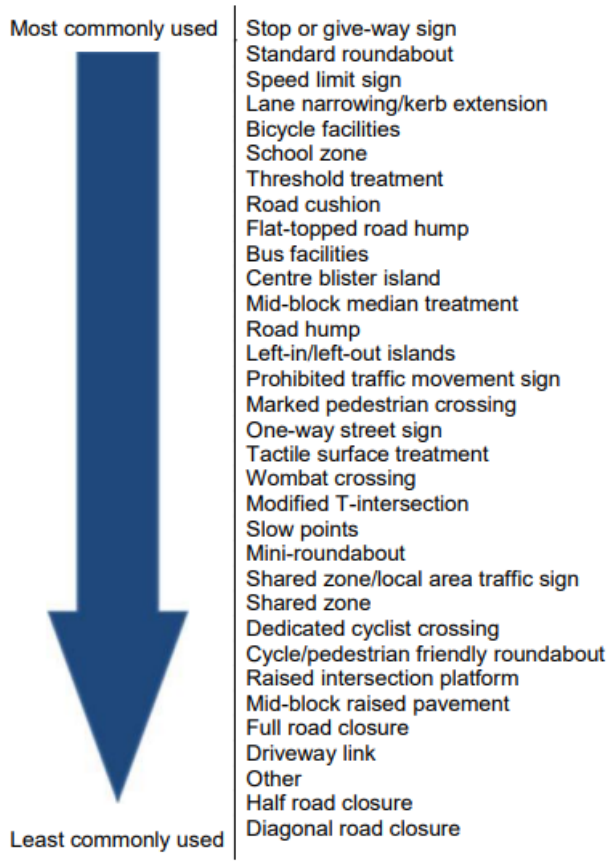
- **Traffic volume:** 735 vpd (vehicle per day).
- **Speed:** 85% is 43km/h (The 85th percentile speed is the speed that 85% of vehicles are travelling at, or slower, under free-flowing conditions).
- **Average speed:** 33.7km/h.
- **Class:** Heavy vehicles 2.2%.

The traffic data shows the average weekday volume being 735vpd, this is within the expected capacity of a Local Access Road. The 85th percentile speed is 43km/h which is similar to the speeds recorded in comparable streets throughout the City however slightly higher than the posted legal limit of 40km/h.

Blackspot funding to treat crashes on the intersection of Harold Street and Beaufort Street was submitted to Main Roads WA in 2019. The treatment proposal was to install half seagull islands on both East and West approaches of Harold Street and extend the median island along Beaufort Street between the staggered T-intersections to prevent right turn movements, reducing the number of crashes (see attachment 2).

Following the Traffic Calming Warrant check and if warranted, the City will review and suggest the appropriate treatment/devices. As per the Austroads guide to Traffic Management Part 8: Local Area Traffic Management, commonly used treatments are as below;

Figure 7.1: LATM devices commonly used by local governments

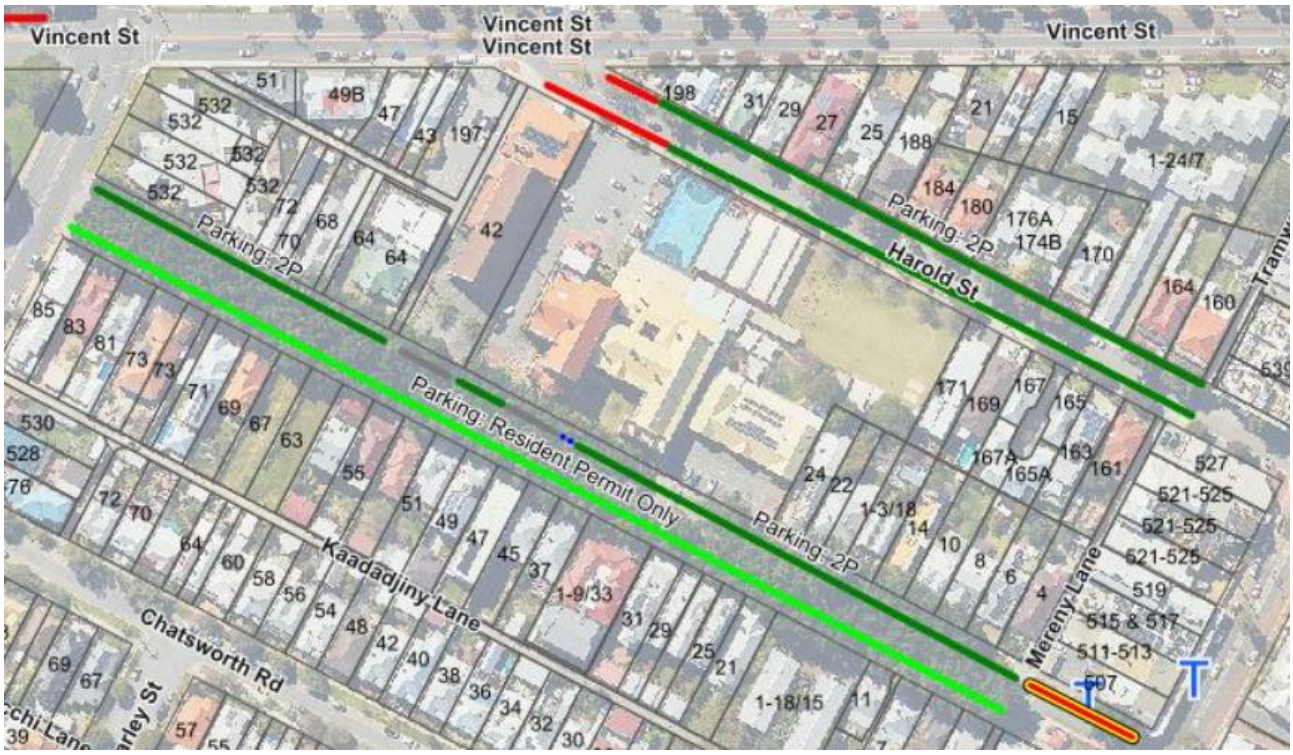


Source: Damen and Ralston (2015).

The proposal was approved by Main Roads WA and the current program for delivery of the works is planned to be completed before the end of June 2023.

The increased parking pressure experienced on Harold Street by non-residential vehicles has increased since the recent developments of 'The Beaufort' and the current development of the 'Challis' apartments. Additional parking traffic is also experienced during school pick up and drop off times at Sacred Heart Primary School.

The current parking restrictions on Harold Street are 2P at all times on both the northern and southern side. Mary Street currently has 2P, 9PM – 6PM, Monday to Friday parking restriction on the northern side, and resident only parking on the southern side.

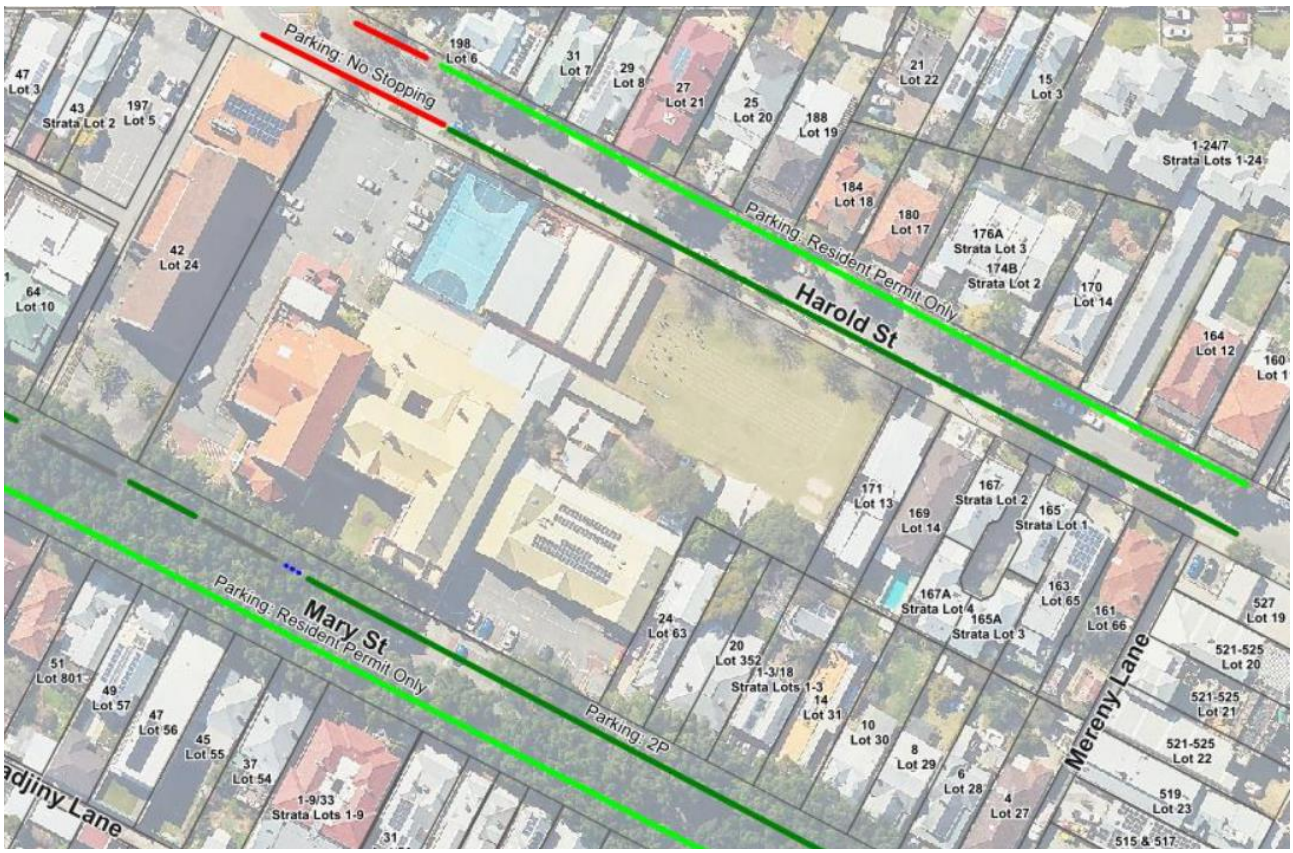


Current Parking – Harold Street and Mary Street

The City has received a number of concerns from residents in relation to the lack of parking available on the street. The demand on parking has increased due to the increasing density of developments in the area and with the proximity to Sacred Heart Primary School during morning and afternoon drop off and pick up times. As this parking demand has increased, local residents have found a diminishing availability of parking adjacent their properties and have contacted the City to address their concerns.

Parking surveys were undertaken on Harold Street to assess the volume and demand on parking. This data is then used to determine whether any changes to parking restrictions are warranted to improve parking availability and amenity. The surveys conducted showed that the street is generally occupied by more non-residential parking.

The introduction of 'resident only' parking on Harold Street on the south side between Vincent Street and Beaufort Street, would be consistent with the current parking restrictions on Mary Street, which is also adjacent the Sacred Heart Primary School.



Proposed Parking – Harold Street

Proposed Loading and Taxi Zone, Beaufort Street, Highgate

The loading zone on the south side of Harold Street, is currently under used and could be in a more suitable location. It is proposed that the loading zone be relocated to Beaufort Street, adjacent The Beaufort, which would be consistent to what is operating outside The Queens Hotel. This is expected to minimise the number of commercial vehicles entering and exiting Harold Street. The removal of the loading zone from the south side of Harold Street, will make the parking restrictions consistent with remainder of the street.

CONSULTATION/ADVERTISING:

Community engagement for the approved Blackspot project on the intersection of Harold Street and Beaufort Street is planned to inform residents on the delivery of the works.

Community engagement following the Traffic Calming Warrant check will be to Consult on the proposed treatment if warranted.

The Mayor, Deputy Mayor and City Officers met with Harold Street residents on Monday 27 February 2023.

Community engagement is proposed to be undertaken with affected residents to ascertain which measures can be implemented to ease the parking volume on the street.

The City will inform the changes to the loading bay and taxi bay arrangements to the local businesses that might be affected.

LEGAL/POLICY:

Road Traffic Act 1974 and the *City of Vincent Parking and Parking Facilities Local Law 2007,* which regulates the parking or standing of vehicles in all specified thoroughfares and reserves under the care, control and management of the City and provides for the management and operation of parking facilities.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to implement Blackspot projects and Local Area Traffic Management projects which warrant intervention due to road safety concerns.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

Thriving Places

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral, it relates to road safety and parking.

PUBLIC HEALTH IMPLICATIONS:

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

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

The intersection of Harold Street and Beaufort Street Blackspot project has an approved budget of **$150,000** (2/3 funded by Main Roads WA).

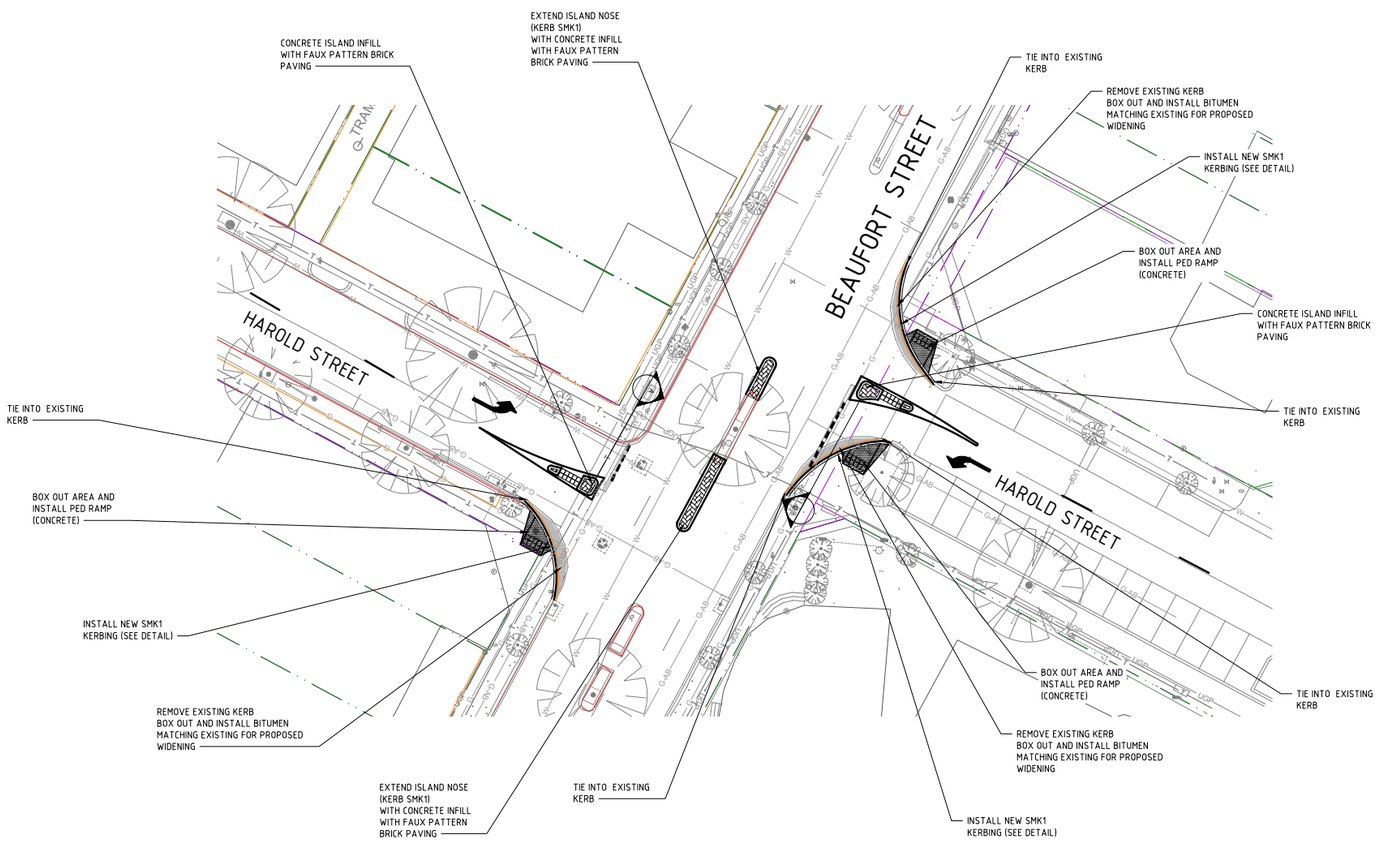
Minor Traffic Management Improvements has an approved budget of **$146,000.**

The estimated cost of future Local Area Traffic Management treatments on Harold Street from Vincent Street to Beaufort Street ranges between **$30,000** to **$50,000.**

COMMENTS:

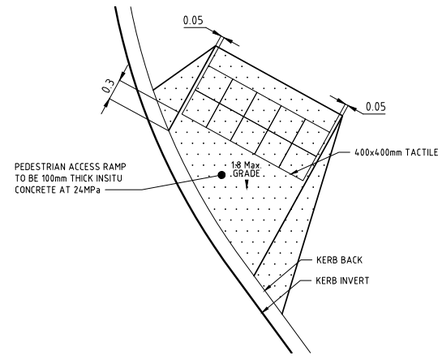
It is likely that the delivery of the approved Blackspot project and implementation of a Local Area Traffic Management treatment (if warranted) may address community concerns relating to congestion, road safety and driver behaviour on Harold Street from Vincent Street to Beaufort Street.

Parking issues have now been investigated with the south side of Harold Street from Vincent Street to Beaufort Street being proposed to residential only. This may mitigate parking issues and ongoing concerns raised by the residents/owners living on Harold Street Mount Lawley (between Beaufort and Vincent Streets).



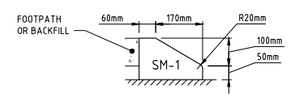
LEGEND

- ROAD CENTRE LINE
- SEWER
- WATER
- GAS
- UNDERGROUND POWER
- TELECOM
- HYDRANT
- ASPHALT SURFACE
- BRICK PAVED SURFACE
- CONCRETE SURFACE
- GRASSED SURFACE
- TELSTRA PIT
- TREE
- POWER POLE
- UGP OUTREACH LIGHT
- LIGHT POLE
- SIGN
- BOLLARD
- INSTALL SEMI-MOUNTABLE KERB SMS
- FAUX PAVING 45° HERRINGBONE WITH HEADER COURSE



TYPICAL 2.0m WIDE PRAM RAMP

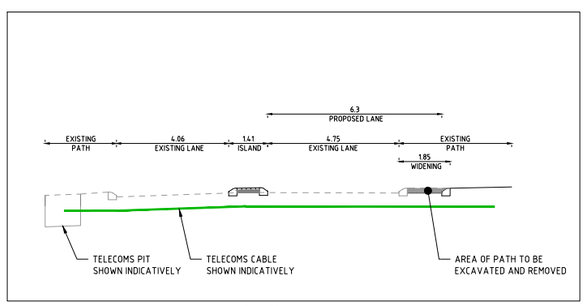
NOT TO SCALE



SEMI-MOUNTABLE KERB (MRWA TYPE SM-1)

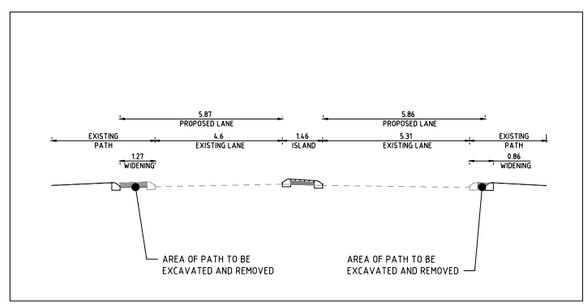
DIMENSIONS

SCALE 1 : 10



SECTION A

SCALE 1 : 100



SECTION B

SCALE 1 : 100

FOR SIGN AND PAVEMENT MARKING REFER TO DRAWING No: 3610-LM

CONSTRUCTION NOTES:

1. REFER TO CONTRACT SPECIFICATIONS AND STANDARD DRAWINGS FOR CONSTRUCTION REQUIREMENTS.
2. WHEN UNDERTAKING RESURFACING WORKS ATTENTION TO BE GIVEN TO SITE CONSTRAINTS TO ENSURE FINISH LEVELS ARE WITHIN TOLERANCE E.G. CROSSOVERS, KERB RAMPS, UTILITY PITS.
3. ENSURE TRAFFIC MANAGEMENT DURING CONSTRUCTION CONFORMS TO CURRENT ACTS, REGULATIONS AND AUSTRALIAN STANDARDS RELATING TO WORKSITE TRAFFIC MANAGEMENT. KEEP SITE SAFE AND ACCESSIBLE FOR WORKERS, PEDESTRIANS, CYCLISTS AND ROAD USERS AT ALL TIMES. PROVIDE ALTERNATE ROUTES TO MEET SAFETY REQUIREMENTS.
4. SERVICES ARE SHOWN IN THEIR APPROXIMATE LOCATION. DOMESTIC SERVICES ARE NOT SHOWN. LOCATE ALL SERVICES BY HAND DIGGING BEFORE EXCAVATION. PROVIDE ADEQUATE SUPPORT & PROTECTION FOR EXPOSED SERVICES.
5. ADVISE MRWA TO INSTALL REGULATORY ROAD SIGNS AND LINE MARKING.
6. RESTORE VERGES, RETICULATION, CROSSOVERS.
7. TIE INS TO BE PROFILED OUT AT ALL EXTENT OF WORKS TO PROVIDE A SMOOTH & SEAMLESS TRANSITION TO EXISTING ASPHALT - AREA TO BE DETERMINED BY THE SUPERINTENDENT.
8. AREAS IDENTIFIED AS SIGNIFICANTLY CRACKED ASPHALT SHALL BE MILLED TO BASE AND FILLED WITH THICKLIFT PRIOR TO RESURFACING.
9. ENSURE NO ISOLATED LOW POINTS ARE LEFT IN PAVEMENT, CROSSOVER OR VERGE THAT WILL ATTRACT POOLING OF STORMWATER.
10. WORK VARIATIONS AT THE DISCRETION OF THE SUPERINTENDENT.
11. ADJUST ALL EXISTING PIT LEVELS TO SUIT NEW PAVEMENT LEVELS IF REQUIRED

CITY OF VINCENT
244 VINCENT STREET LEEDERVILLE, 6007
TECHNICAL SERVICES

AMENDMENTS

REVISION				DESCRIPTION	AUTHORISED	
0	AJ	05.02.23	HE	Issued for Construction	AJ	02.02.23
No.	DRN	DATE	CHKD		BY	DATE

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BUDGET:	1.202174.6006	DESIGNED: AJ	02/02/23
CHECKED: HE	06/02/23	DRAWN: AJ	02/02/23
APPROVED:	Hannah Ellwood		

SURVEYOR: JBA					08/11/20
GRID: PCG		AHD	DATUM:	GDA2020	

SCALE: 1:250

5 0 5 10
METRES

STATE BLACKSPOT 2020/21

BEAUFORT ST AND HAROLD ST, HIGHGATE

INTERSECTION UPGRADE

A1	SHEET 1 OF 1	REVISION 0

DRAWING NUMBER

3610-DP

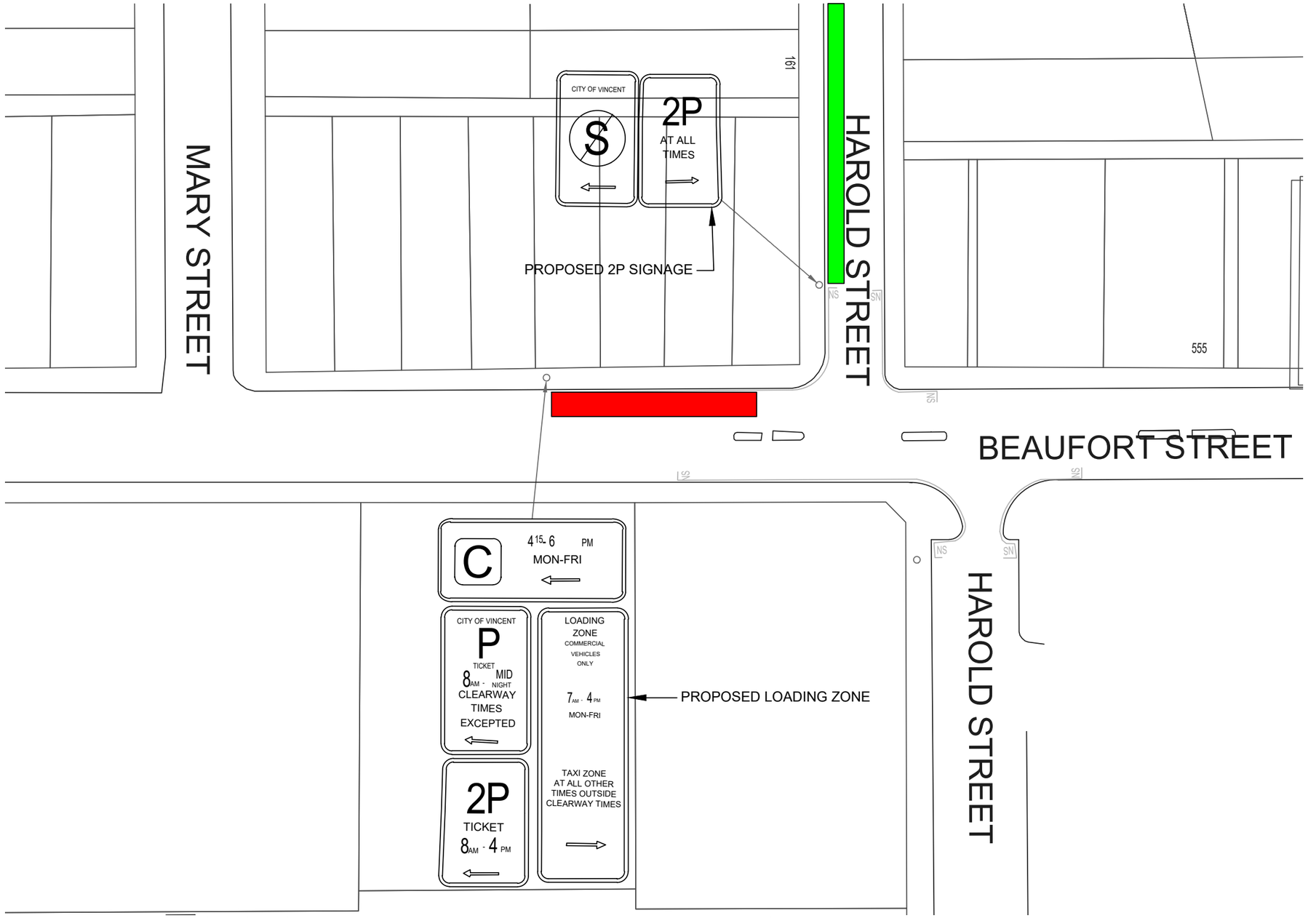
WARNING: THIS DRAWING MAY ONLY BE USED FOR CONSTRUCTION PURPOSES IF APPROVED AND SIGNED BY AUTHORISED OFFICER

NOTES:

4. APPROVES the following minor parking restriction improvements and amendments:

4.1 convert the 1/4P on Beaufort street, outside The Beaufort, to a Loading Zone during the day, 7.00am to 4.00pm, Monday to Friday and Taxi Zone at all other times, clearway times excepted, Plan No. 3749-CD-01(Attachment 3); and

4.2- convert the loading zone on the south side of Harold street, corner of Beaufort Street, to 2P at all times, Plan No 3749-CD-01 (Attachment 3).



CITY OF VINCENT
244 VINCENT STREET LEEDERVILLE, 6007
TECHNICAL SERVICES

ISSUE	DATE	BY	AMENDMENT

SCALE: NTS
DATE: 28/02/2023
REF:
DESIGN: | DRAWN: DN | CHECK: CD
APPROVED:
EXECUTIVE MANAGER TECHNICAL SERVICES

CITY OF VINCENT
BEAUFORT ST & HAROLD ST
PARKING SIGNAGE UPDATE

TECHNICAL SERVICES
DRAWING NO: 3749-CD-01
SHEET 1 OF 1. A3

6.2 RFT IE190/2022 NORTH PERTH TOWN HALL TOILET AND KITCHEN RENEWAL

Attachments: **1. Evaluation Report - Confidential**

RECOMMENDATION:

That Council;

1. **NOTES the outcome of the evaluation process for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal; and**

2. **ACCEPTS the tender submission of Budo Group Pty Ltd for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal.**

PURPOSE OF REPORT:

For Council to consider the tender submission of Budo Group Pty Ltd for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal.

BACKGROUND:

In accordance with capital works budget approved by Council, combined with Local Roads and community Infrastructure (LRCI) grant funding, the City has sought quotes for an experienced and qualified building contractor to carry out the upgrading of the North Perth Main and Lesser Hall toilets (to current accessibility standards) and refurbishment of the kitchens.

DETAILS:

Tender Submissions

A submission was received from one (1) Respondent:
- Budo Group Pty Ltd

Evaluation Panel

The Evaluation Panel comprised of four members, being:

- one with tender preparation skills
- two with the appropriate operational expertise and involvement in supervising the contract
- one with probity advice provided by a Procurement and Contracts Officer

Compliance Assessment

The offer received was assessed as fully compliant and progressed to the qualitative assessment.

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offer for this requirement.

The qualitative criteria and weighting used in evaluating the submission received were as follows:

Qualitative Criteria		Weighting
1	Capacity, Skills and Experience	45%
2	Understanding of the Project	45%
3	Environmental and Social	10%

Qualitative Assessment

Respondent	Weighted Percentage Score	Qualitative Ranking	Comment
Budo Group Pty Ltd	68%	1	Overall, the panel agreed that the response to this criteria complies, is convincing and credible. It demonstrates very good capability, capacity and experience, relevant to, or understanding of, the requirements.

Refer to **Confidential Attachment 1** for further detail.

Price Assessment

The panel carried out a desktop assessment of the submitted pricing offered and made a value judgement as to the cost affordability of the submission, in order to determine if the Response demonstrated value for money to the City.

Contractor	Total Cost
Budo Group Pty Ltd	$247,829 ex GST

Refer to **Confidential Attachment 1** for further detail.

Evaluation Summary

The panel concluded that the tender from Budo Group Pty Ltd provides value for money to the City and is therefore recommended for the provision of Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal for the following reasons:

- Compliance with the submission requirements;
- Provided a convincing and credible submission;
- Reference checks conducted and verified claims; and
- Pricing demonstrates value for money.

It is therefore recommended that Council ACCEPTS the tender submitted by Budo Group Pty Ltd for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal at a total cost of $247,829 ex GST.

CONSULTATION/ADVERTISING:

The Request for IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal was advertised in the West Australian on 14 January 2023 and on both the City's website and VendorPanel tender portal between 14 January 2023 and 10 February 2023.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the Local Government Act 1995;
- Part 4 of the Local Government (Functions and General) Regulations 1996; and
- City of Vincent Purchasing Policy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred Respondent.

STRATEGIC IMPLICATIONS:

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

Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

Sensitive Design

Our built form character and heritage is protected and enhanced.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, although the sustainability and environmental management practices of Respondents was a weighted qualitative criteria of this request, and the preferred Respondent provided some evidence of sustainability practices.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any specific priority health outcomes of the City's *Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

The total cost provided by Budo Group Pty Ltd is $247,829 ex GST is within budget, which is funded by 2022/2023 annual capital works budget and LRCI grant funding.

COMMENTS:

The tender submission from Budo Group Pty Ltd complies with all the tender requirements. The submission was well presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be convincing and credible, demonstrating the capability, capacity and experience to key evaluation criteria.

The submission sufficiently addressed the qualitative criteria and provided a price that reflected the expected cost to deliver the works. As a result, the Evaluation Panel recommends that Budo Group Pty Ltd be accepted for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal, as it offers overall value for money to the City.

6.3 WASTE STRATEGY PROJECT - TWO BULK HARD WASTE OPTIONS APPRAISAL – UPDATE VERGE VALET VINCENT TRIAL

Attachments: **Nil**

RECOMMENDATION:

That Council:

1. **NOTES the feedback from the Verge Valet Vincent Trial; and**

2. **APPROVES the extension of the current Verge Valet trial and contract for 12 months (July 2023- June 2024) noting that a further report will be presented to Council on the progress of the trial and associated bulk verge services in March 2024.**

PURPOSE OF REPORT:

To provide results from the current Verge Valet Vincent trial and consider an extension for a further twelve months.

BACKGROUND:

The City's Waste Strategy 2018 – 2023 has a Vision of "Zero waste to landfill by 2028". The Strategy recognises the previous collection methodology for bulk hard waste was out dated and encouraged the generation of waste.

During the bulk hard waste collection in February 2019, the City received numerous complaints from the community, with concerns including:

- thoughtless scavenging (often overnight), creating amenity and safety issues/concerns;
- adverse impact on visual amenity – including ransacked piles and litter;
- presentation time too long, leading to further illegal dumping on existing piles; and
- verge access/obstruction issues.

At the Ordinary Council Meeting held on 2 April 2019, Council requested Administration to provide alternative options, including financial modelling. Initial options and modelling were provided at the 25 June 2019 Ordinary Council Meeting. Council subsequently resolved (it):

"1. NOTES options presented for future hard waste (junk) services, resulting from a service review undertaken as part of Waste Strategy Project 2; and

2. DOES NOT support Option One - Cease to Provide the Service;

3. REQUESTS further investigation of options that may be more tailored to suit the City of Vincent community, including but not limited to:

3.1 maintenance of an annual service with inclusion of meaningful ways to achieve higher diversion from landfill and reduce amenity and verge obstruction issues;

3.2 more detailed free on-demand (on-request) services options, including consideration of neighbourhood or street based collection services; and

3.3 opportunities for recyclable and reusable goods to be offered for free on verges and/or timed to coincide with events linked to recycling, such as the Garage Sale Trail weekend;

4. REQUESTS

4.1 that further refined options are presented to the Community Engagement Panel for feedback prior to community consultation and to inform development of the Public Engagement and Communications Strategy;

4.2 that the proposed detailed Public Engagement and Communications Strategy includes objectives and rationale for any change in service and is presented to Council with the refined options for bulk hard waste collection prior to community consultation; and

4.3 that procurement of a bulk hard waste service in February 2020 be undertaken, with a shorter bulk waste presentation period to minimise dumping, visual amenity and verge access issues."

It is relevant to note that the Bulk Hard Waste (Junk) Collection service was postponed to July 2020 due to COVID but incorporated the shorter presentation period in accordance with item 4.3 of the above resolution.

The City engaged the services of Talis Consultants, to assist with the provision of further refined options, including financial modelling. As part of this modelling, various scheduled and on-request collection scenarios were considered.

Six refined options were subsequently taken to the Community Engagement Panel on 7 March 2020 (as per request items 4.1 & 4.2 above).

Options considered:

1a - Scheduled – limit time material is presented 48 hours prior
1b - Scheduled – limit time material is presented and limit volume $2m^3$
2a – On-request skip bin – charged/service
2b – On-request skip bin – no charge
3a – On-request – uncontained $2m^3$, 48 hours prior, charged
3b – On-request – uncontained $2m^3$, 48 hours prior, no charge

The two Street/Neighbourhood based collection options, although considered and discussed, were not specifically included in the ranking, as they cannot operate as core "stand-alone" service options and as such were considered complementary measures to the on-request service options.

The Community Panel Workshop was held on Saturday 7 March 2020, with thirteen Community Panel residents participating. Feedback was sought through small group discussions and individual participant surveys.

Three breakout groups provided feedback and reached broad consensus that the City should adopt:

- an on-request, uncontained bulk waste collection service;
- limit volume to 2m3 per collection;
- costs for the service included within the City's annual rates (rather than a user pays service).

This outcome was also reflected as the preferred option in the individual survey responses.

Respondents also indicated that they would like the option of a second, on-request collection to be available at cost to the resident (i.e. a user pays additional service).

At the Ordinary Council Meeting held on 21 July 2020, Council received and noted the Community Engagement Panel Outcomes Report and approved the Public Engagement and Communications Strategy.

In delivering this Public Engagement and Communications Strategy, the City engaged the specialist services of CATALYSE Pty Ltd to undertake the community perception survey, which was undertaken between 7 August and 22 August 2020. The main objective of the consultation was to seek feedback and gauge community support on the various verge collection service options presented and provide opportunity for resident concerns to be heard and responded to; the results enabling the City to gain a clearer community wide view and help inform next steps.

The baseline data was demographically weighted to assist in tailoring marketing materials and strategies to reach the unengaged segments of the community.

CATALYSE Pty presented the findings of the community perception survey at 22 September 2020 Council Workshop.

The survey showed that there is a strong environmental sentiment as 91% of respondents believe reducing waste helps to reduce the impact of climate change and global warming, which is a 6% increase from the last survey carried out 2019.

The preference between scheduled and on-request services was marginal – with 42% preferring on-request and 8% undecided.

Based on the survey findings, Administration recommended an 18 month trial of an on-request collection service (uncontained with a limited volume) from January 2022; this was subsequently approved at the 23 March 2021 Council meeting.

This trial was considered to offer the best environment outcome, aligned to the City's Waste Strategy and waste targets, whilst addressing the on-going illegal dumping, public amenity and safety concerns and complaints regarding the traditional bulk verge system.

Administration considered best-practice examples of on-request services and awarded the contract to Western Metropolitan Regional Council (WMRC) and their on-request collection system "*Verge Valet*".

Update on Verge Valet Trial

Since implementation of the Verge Valet trial in the City of Vincent twelve months ago, the system has received very positive feedback from participating residents. Participants have cited their ability to choose their collection date, its flexibility, ease of use, and speed and quality of service amongst the key highlights.

Participant feedback is captured as part of the booking process and residents are able to rate: The Booking System Service (Figure 1), The Collection Service (Figure 2), the Overall Service (Figure 3), and their preference in regards to which service they verge system they prefer, i.e. the previous traditional bulk service vs. Verge Valet (Figures 4), as well as the opportunity to leave comments on any aspect of the service.

Since the service has been implemented, over 200 residents rated the service and its ease of use.

Over 80% gave the service a 5 Star rating, with statements including:

"I like that we can use it when we actually need it and don't need to store broken or bulky items for long periods of time. Plus I seem to forget when the bulk verge collections are approaching and then have a mad rush to get everything sorted at the last minute / or miss something because I have had to store it somewhere out of the way and then forgot about it."

"I liked the text message confirming expected time of arrival. Much better than traditional bulk verge collection as the neighbourhood looks much cleaner and you can request as required"

"Nothing to suggest. The whole service went off without a hitch. I appreciated there were reminders sent out and also that you could track the time of arrival of the contractors. And that the actual time of collection was as promised."

Only 5% stated gave the service a 1 Star rating. In these instances this rating was mainly due to resident error, such as waste being presented too late (which resulted in a futile booking), or too much waste presented.

64% of all booking participants preferred the service over the old scheduled bulk system. Only 17% preferred the old system, and this was mainly due to preferences around the unlimited amount of waste they could previously present (now restricted to $3m^3$). Comments included:

"*Only reason I prefer bulk collection is you can dispose of more rubbish. If we had 2 valets a year I'd prefer that."*

"Would prefer if more than 3cubic metres worth of waste cd be collected. Say 5 cubic metres."

Whilst 19% of the participants rated their preference to the previous system as “indifferent”, it is worth noting that 78% of these also rated the Verge Valet service with 5 stars.

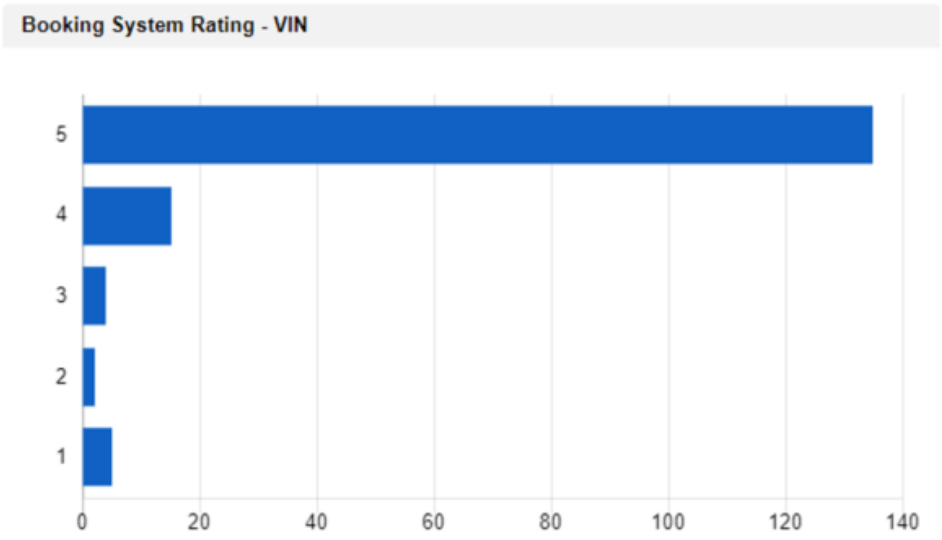


Figure 1 – Booking System Rating

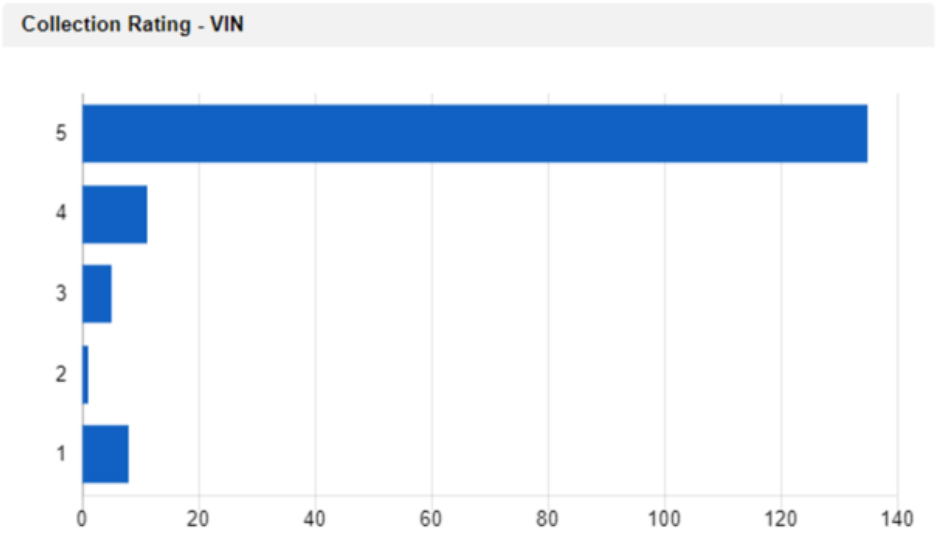


Figure 2 – Collection Rating

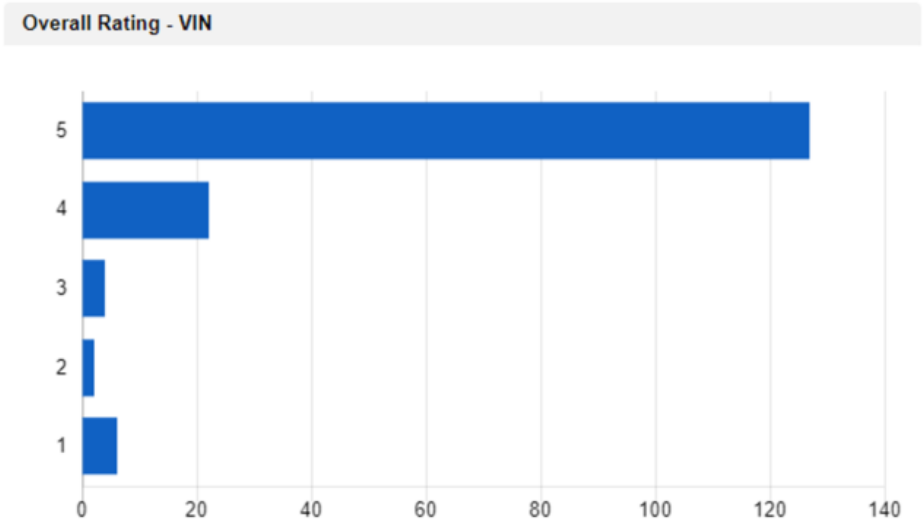


Figure 3 – Overall Rating

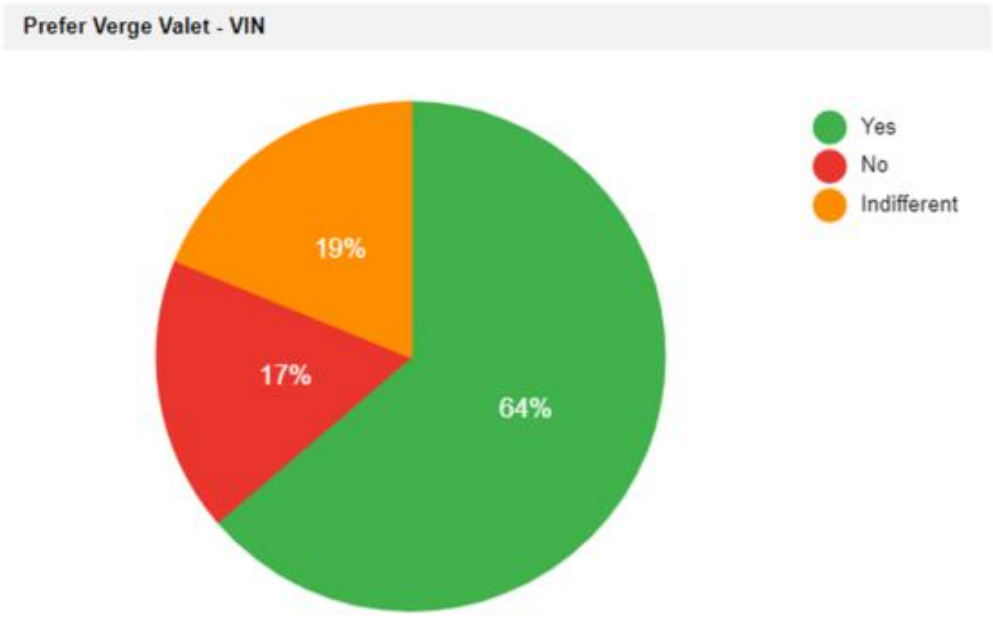


Figure 4 – Verge Valet Preference

The overall recovery rate for its bulk hard waste material is high currently sitting at around 67%. Recovery averaged 38% via the previous system.

The online booking system incorporates waste education information regarding reuse options, reminding residents to explore alternative avenues (such as Charities or Buy Nothing Groups) prior to booking a collection. It also ensures consistent communication and provides further guidance around waste avoidance behaviours, whilst offering easy access to the service.

For the 2021/22 financial year (between service commencement in Feb 2022 and June 2022), 1325 Verge Valet collections were carried out and 202 tonnes were collected and processed (averaging 152kg per household). This represents a participation rate of around 8% of households.

However, it should be noted that the City completed a last one-off scheduled, unlimited-volume bulk verge collection in July 2021, which resulted in the collection of a further 543 tonnes of bulk hard waste.

So far, in the current financial year, 1468 collections have been completed and 245 tonnes of bulk hard waste have been collected and processed (averaging 167kg per household).

As anticipated - and experienced with other Verge Valet participating local governments – there was a spike in booking requests at the end of the financial year, with residents booking to ensure they did not lose their annual allocation. June bookings were approximately 43% up on the prior two months. To support this increased operational demand, the City allowed residents booking up to 30th June to use their allowance up to the end of July.

The current trial and associated contract end on 30 June 2023. There is an option to extend the contract for a further 12 months. To provide sufficient information and community feedback to enable Council to make an informed decision, Administration is seeking to exercise the extension option (refer also 'Comments' Section below).

CONSULTATION/ADVERTISING:

A benefit of extending the Verge Valet system is that it is already established with excellent supporting communications material and trained customer service personnel well versed in answering FAQ's and any customer concerns.

LEGAL/POLICY:

Aligns with the City's Waste Strategy 2018-2023 and the Waste Strategy 2030.

Legislation: The *Waste Avoidance and Resource Recovery Act 2007*.

RISK MANAGEMENT IMPLICATIONS

Low**:** Trial already underway and well received. The City will subsequently continue to promote the service changes and encourage correct waste behaviours within the boundaries of the trial.

Low: Risk that WMRC may not have capacity to continue services should the city not pursue the trial extension.

STRATEGIC IMPLICATIONS:

Project 2 of the City's Waste Strategy 2018-2023 will assist in the delivery of: the City's Waste Strategy, the Waste Strategy 2030 and the City's SCP objectives.

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

Enhanced Environment

We have minimised our impact on the environment.

SUSTAINABILITY IMPLICATIONS:

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

Waste Reduction

Will support the City's Waste Strategy vision of sending 'Zero Waste to Landfill'.

PUBLIC HEALTH IMPLICATIONS:

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

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

The initial twelve month budget estimate for this trial was anticipated to be in the region of $245,000. This figure was based on implementation/uptake data from the existing three participating councils (i.e. Towns of Mosman Park, Cottesloe and Cambridge). The City budgeted $122,500 in FY 2021/22.

The 2021/22 year-end cost was slightly higher than anticipated at $127,000 (+ $4500). The budget for 2022-23 is $252,000 (including for a 3% CPI increase), as the scheme was still in its infancy and phasing data limited.

The popularity of the scheme has led to increased uptake this financial year and as of end of January (i.e. the first complete 12 months cycle) total costs were $294,000. If uptake remains at this level for the remainder of the year, it is anticipated that this service will be approximately $42,000 over budget at year end.

This is still considered to be value for money given that it is inclusive of the established customer service, online booking system and communication materials and has been extremely well received by the community. It has also effectively addressed the amenity issues and concerns, which were the subject of many community complaints.

There is provision within the current agreement to extend the trial for a further 12 months, by mutual agreement. WMRC have advised that it currently has capacity to extend these services should the City wish to progress this option.

Regulation 11(2)(e) of the Local Government (Functions and General) Regulations states that tenders do not have to be publicly invited if the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government.

COMMENTS:

Whilst it is acknowledged that the Verge Valet trial is still underway (ending June 30), an extension of the current trial will allow Administration to collate additional data on this and interrelated services including FOGO and its impact on Bulk Verge Green Waste tonnages; noting that this has been reduced to one annual collection this year (from 2), scheduled for April/May. It will also allow sufficient time to seek independent community feedback.

Administration will be completing another Waste Community Scorecard in the upcoming months. The last Community Scorecard on waste services was carried out in August 2019. Given the significant changes in Waste Services over the last 3 years – including: end of commercial services, FOGO implementation, bulk green waste collection changes, and the Verge Valet trial – now is an opportune time for the City to seek feedback and gauge community sentiment toward these new and changed services. This community engagement may also assist in identifying potential projects for inclusion in the City's next Waste Strategy.

The City does not have capacity to bring this service in house without significant financial investment and the current market for on-demand service providers is not well established.

A 12-month contract extension would afford Administration more time seek community feedback and collate additional data, to enable Council to make an informed decision on the most suitable approach for the City of Vincent's bulk verge services going forward.

Given the popularity of the current system and improvement to community amenity, Administration seeks Council approve an extension to the trial.

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 31 JANUARY 2023

Attachments: **1. Financial Statements as at 31 January 2023**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 January 2023 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 January 2023.

BACKGROUND:

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

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ending **31 January 2023:**

Note	Description	Page
1.	Statement of Financial Activity by Nature or Type Report	1
2.	Net Current Funding Position	2
3.	Summary of Income and Expenditure by Service Areas	3-6
4.	Capital Expenditure including Funding graph and Capital Works Schedule	7-15
5.	Cash Backed Reserves	16
6.	Rating Information and Graph	17-18
7.	Debtors Report	19
8.	Beatty Park Leisure Centre Financial Position	20-21

Explanation of Material Variances

The materiality thresholds used for reporting variances are 10% and $20,000, respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year-to-date budget and where that variance exceeds $20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2022/2023 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as of 31 January 2023 have been detailed in the variance comments report in **Attachment 1**.

Comments on the Statement of Financial Activity by Nature or Type (as at Attachment 1).

Revenue by Nature or Type (on page 1) is tracking slightly higher than the YTD budgeted revenue by $1,210,477 (2.2%). The following items materially contributed to this position:

- A favourable variance of $917,659 in Fees and Charges mostly due to:
  - $519,114 favourable car park and kerbside parking fees;
  - $189,406 favourable Development and Design application fees due to an increase in applications received;
  - $73,016 favourable income for work zone licenses and permits due to a timing variance;
  - $45,674 favourable Beatty Park enrolment, membership and admission fee income; and:
  - $39,997 favourable Health and Food license income due to a timing variance.
- A favourable variance of Interest earnings of $592,792 mostly due to higher than expected interest received on investments (~$550k) and rates instalment interest (~$42k).

- A favourable variance of Rates revenue of $305,215 mostly due to a timing variance.
- A unfavourable variance for Profit on Disposal of Assets of $575,036 due to a timing variance of heavy and light fleet disposals.
- An unfavourable variance of Operating Grants and subsidies of $76,018 mostly due to timing variances for Health Admin and Food $26,460 and Library Services $16,076.
-

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of $687,666 (1.8%). The following items materially contributed to this position:

- $782,956 favourable Depreciation expense due to a timing variance.
- $460,846 favourable Employee related costs mostly due to timing variances.
- $138,579 favourable Utility charges due to timing variances for electricity costs.
- $599,058 unfavourable Materials and Contracts mainly due to timing variances.

Surplus Position – Year End 2022/23

The surplus position brought forward to 2022/23 is $6,676,946 compared to the adopted budget amount of $5,657,084. The closing surplus is $2,042,104 favourable at 31 January 2023.

Content of Statement of Financial Activity

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

1. Statement of Financial Activity by Nature or Type Report (Note 1 Page 1)
   This statement of financial activity shows revenue and expenditure classified by Nature or Type.

2. Net Current Funding Position (Note 2 Page 2)
   'Net current assets' is the difference between the current assets and current liabilities, less committed assets and restricted assets.

3. Summary of Income and Expenditure by Service Areas (Note 3 Page 3-6)
   This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.

4. Capital Expenditure and Funding Summary (Note 4 Page 7-15)
   The full capital works program is listed in detail in Note 4 in **Attachment 1**. The attachment includes a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works.

5. Cash Backed Reserves (Note 5 Page 16)
   The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 31 January 2023 is $14,940,863.

6. Rating Information (Note 6 Page 17-18)

   The notices for rates and charges levied for 2022/23 were issued on 21 July 2022. *The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

	Due Date
First Instalment	28 August 2022
Second Instalment	28 October 2022
Third Instalment	6 January 2023
Fourth Instalment	10 March 2023

   The outstanding rates debtors balance at 31 January 2023 was $7,314,686, excluding deferred rates of $119,343. The outstanding rates percentage at 31 January 2023 was 16.68% compared to 17.24% for the same period last year.

7. Receivables (Note 7 Page 19)

Total trade and other receivables at 31 January 2023 were $3,556,390.

Below is a summary of the significant items with an outstanding balance over 90 days:

- $1,089,790 (81%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are referred to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

- $200,508 relates to cash-in-lieu of car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay their debt over a fixed term of five years.

8. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 20-21)

As of 31 January 2023, the Centre's operating surplus position was $704,125 (excluding depreciation) compared to the YTD budgeted surplus amount of $680,656. The surplus is predominantly driven by Swim School and Health and Fitness memberships.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

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

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

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

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

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

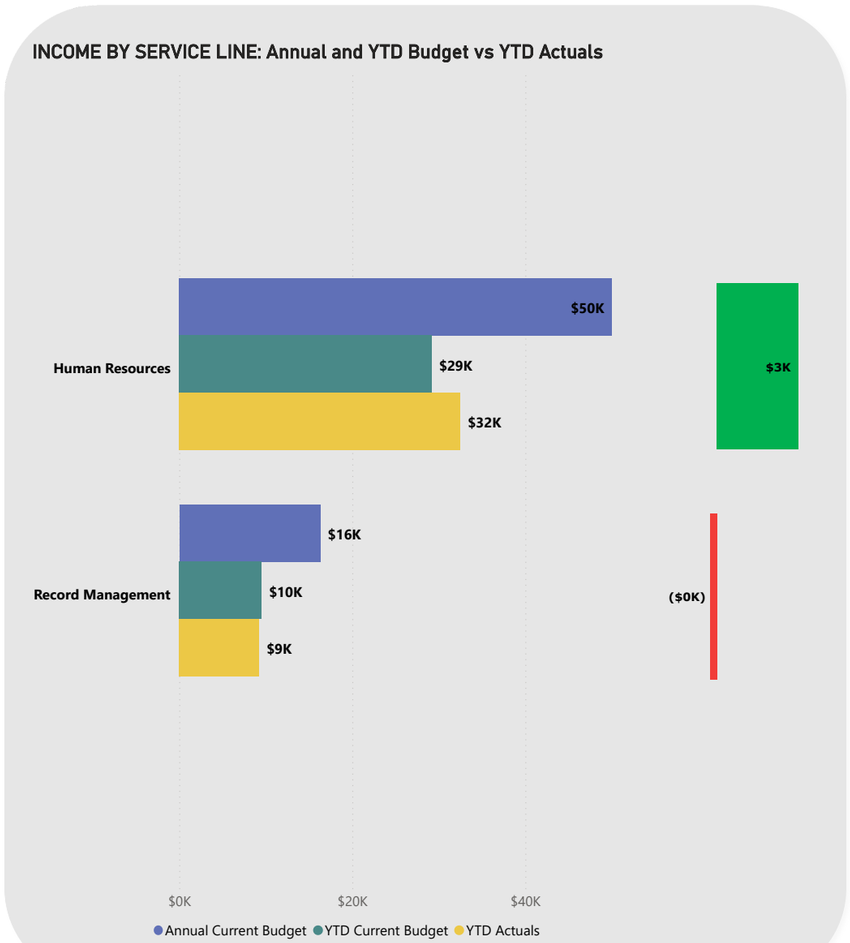
CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 JANUARY 2023

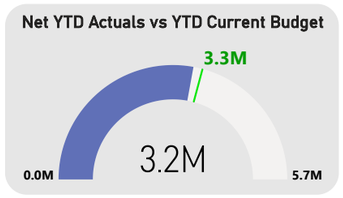
	Note	Revised Budget 2022/23 $	YTD Budget 31/01/2023 $	YTD Actual 31/01/2023 $	YTD Variance $	YTD Variance %
Opening Funding Surplus(Deficit)	1	**5,657,084**	**5,657,084**	**6,676,946**	**1,019,862**	**18.0%**
Revenue from operating activities						
Rates		39,910,329	39,896,326	40,201,541	305,215	0.8%
Operating Grants, Subsidies and Contributions		1,247,567	471,257	395,239	(76,018)	-16.1%
Fees and Charges		20,921,584	12,612,436	13,530,095	917,659	7.3%
Interest Earnings		533,000	396,170	988,962	592,792	149.6%
Other Revenue		1,151,629	686,358	732,223	45,865	6.7%
Profit on Disposal of Assets		2,562,601	1,547,646	972,610	(575,036)	-37.2%
		66,326,710	55,610,193	56,820,670	1,210,477	2.2%
Expenditure from operating activities						
Employee Costs		(28,805,030)	(16,608,682)	(16,147,836)	460,846	-2.8%
Materials and Contracts		(21,822,785)	(10,877,932)	(11,476,990)	(599,058)	5.5%
Utility Charges		(1,860,245)	(1,075,669)	(937,090)	138,579	-12.9%
Depreciation on Non-Current Assets		(12,865,818)	(7,505,099)	(6,722,143)	782,956	-10.4%
Interest Expenses		(540,835)	(313,024)	(296,582)	16,442	-5.3%
Insurance Expenses		(647,958)	(377,986)	(377,986)	0	0.0%
Other Expenditure		(939,482)	(363,178)	(455,031)	(91,853)	25.3%
Loss on Disposal of Assets		(516,540)	(516,540)	(536,786)	(20,246)	3.9%
		(67,998,693)	(37,638,110)	(36,950,444)	687,666	-1.8%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(132,314)	(132,314)	0.0%
Add Back Depreciation		12,865,818	7,505,099	6,722,143	(782,956)	-10.4%
Adjust (Profit)Loss on Asset Disposal		(2,046,061)	(1,031,106)	(435,824)	595,282	-57.7%
		10,819,757	6,473,993	6,154,005	(319,988)	-4.9%
Amount attributable to operating activities		**9,147,774**	**24,446,076**	**26,024,231**	**1,578,155**	**6.5%**
Investing Activities						
Non-operating Grants, Subsidies and Contributions		3,672,590	3,185,930	701,275	(2,484,655)	-78.0%
Purchase Property, Plant and Equipment	4	(11,545,166)	(8,508,683)	(3,184,574)	5,324,109	-62.6%
Purchase Infrastructure Assets	4	(8,543,447)	(6,029,961)	(1,968,196)	4,061,765	-67.4%
Proceeds from Joint Venture Operations		1,666,666	833,333	833,334	1	0.0%
Proceeds from Disposal of Assets		1,926,000	1,926,000	230,650	(1,695,350)	-88.0%
Amount attributable to investing activities		**(12,823,357)**	**(8,593,381)**	**(3,387,511)**	**5,205,870**	**-60.6%**
Financing Activities						
Principal elements of finance lease payments		(70,602)	(70,602)	(70,602)	0	0.0%
Repayment of Loans		(1,501,877)	(779,731)	(779,733)	(2)	0.0%
Proceeds from New Loans		827,879	827,879	827,879	0	0.0%
Transfer to Reserves	5	(4,468,083)	(2,278,370)	(4,405,405)	(2,127,035)	93.4%
Transfer from Reserves	5	4,912,256	4,800,747	1,166,001	(3,634,746)	-75.7%
Amount attributable to financing activities		**(300,427)**	**2,499,923**	**(3,261,860)**	**(5,761,783)**	**-230.5%**
Closing Funding Surplus(Deficit)		**1,681,074**	**24,009,702**	**26,051,806**	**2,042,104**	**8.5%**

CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 JANUARY 2023

	Note	YTD Actual	PY Actual
		31/01/2023	31/01/2022
		$	$
Current Assets			
Cash Unrestricted		27,362,261	25,144,897
Cash Restricted		14,940,863	12,645,815
Investments		0	11,000
Receivables - Rates	6	7,314,686	7,044,844
Receivables - Other	7	3,556,390	2,498,904
Inventories		1,421,101	210,727
		54,595,301	47,556,187
Less: Current Liabilities			
Payables		(9,762,937)	(10,192,547)
Provisions - employee		(5,366,415)	(4,750,716)
		(15,129,352)	(14,943,263)
Unadjusted Net Current Assets		**39,465,949**	**32,612,924**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	5	(14,940,863)	(12,645,815)
Less: Land held for sale		(1,251,293)	0
Less: Shares transferred from non current asset		0	(11,000)
Add: Current portion of long term borrowings		1,484,596	1,270,983
Add: Infringement Debtors transferred to non current asset		1,293,417	1,225,718
		(13,414,143)	(10,160,114)
Adjusted Net Current Assets		**26,051,806**	**22,452,810**

CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
OFFICE OF THE CEO
AS AT 31 JANUARY 2023



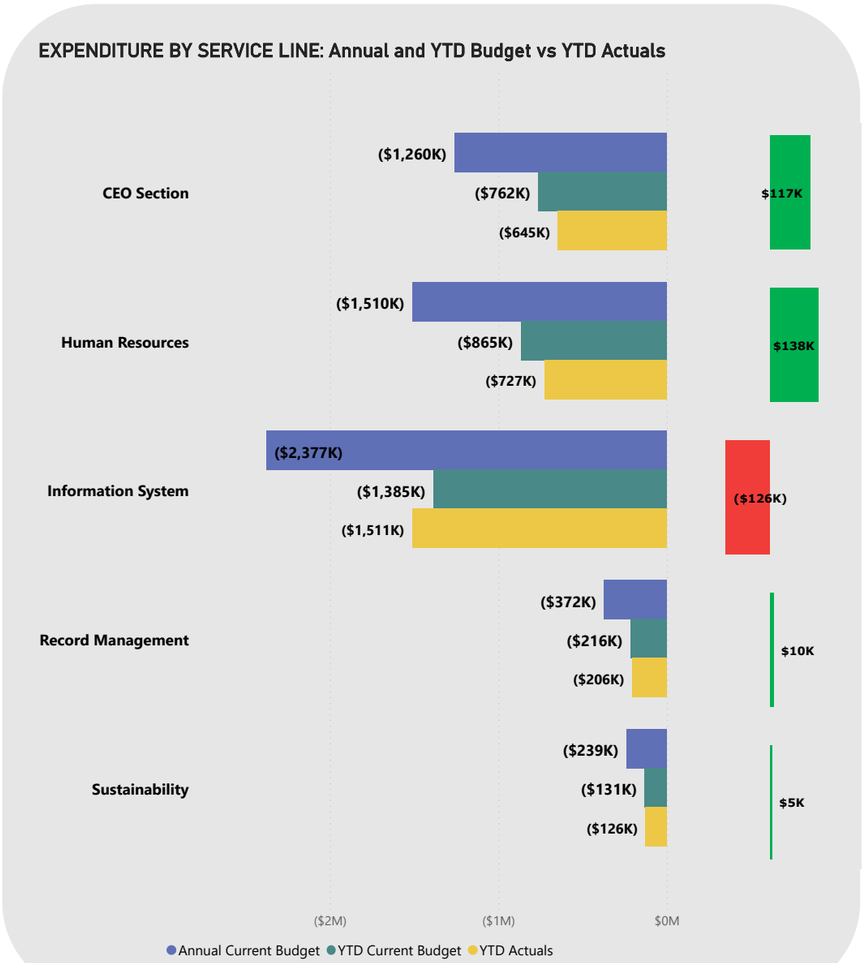


KEY VARIANCE COMMENTARY
($20,000 and 10%)

CEO
$117k favourable expenditure mostly due to:
-$65k timing variance on Underground Power Project costs.
-$32k favourable timing variance for employee related costs.

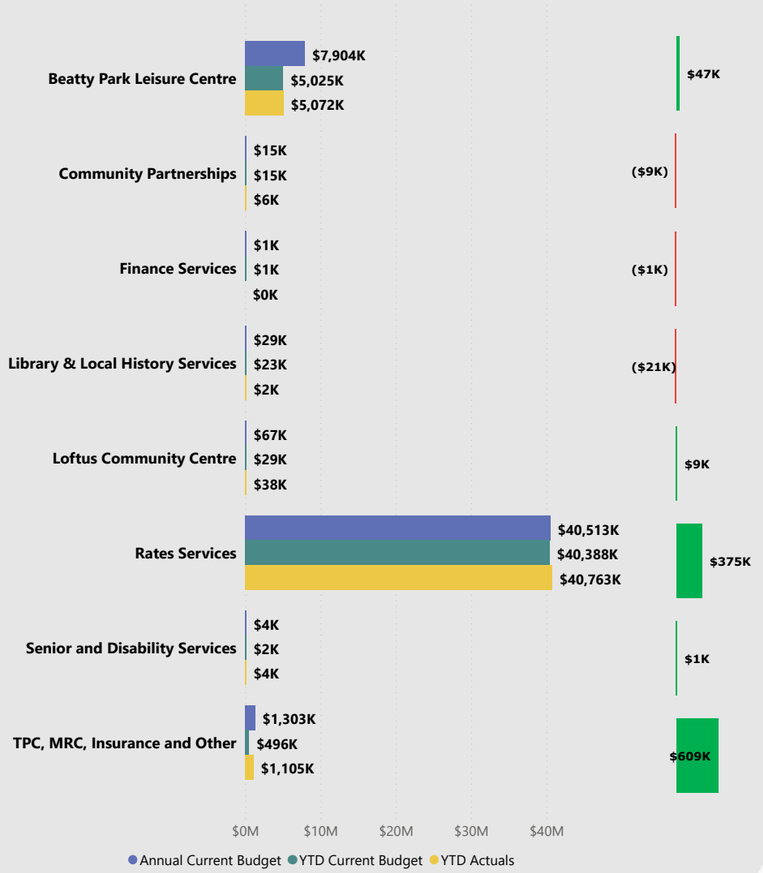
Human Resources
$138k favourable expenditure mostly due to:
-$160k favourable employee costs for vacant positions yet to be filled.
- This is partially offset by an $80k unfavourable variance from paid parental leave provisions.

Information System
$126k unfavourable expenditure due to:
- $252k unfavourable variance is for prepaid software licenses.
- $111k timing variance for consultants.
This is partially offset by,
- $102k favourable timing variance in employee costs for vacant positions yet to be filled.
- $98k favourable timing variance for furniture and equipment purchases.
- $19k timing variance from operating initiatives.
- All other variances are individually immaterial.

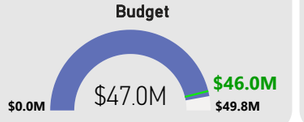


CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
CORPORATE SERVICES DIRECTORATE
AS AT 31 JANUARY 2023

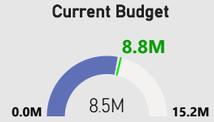
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME YTD Actuals vs YTD Current Budget



EXPENDITURE YTD Actuals vs YTD Current Budget



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Beatty Park Leisure Centre
$47k favourable income due to higher swim school and swimming pool fees $263k, partially offset by lower membership fee income $172k and retail merchandise sales $39k.

Community Partnership
$123k favourable expenditure due to:
- $89k timing variance from various programs and events.
- $36k favourable variance in employee costs for vacant full-time positions yet to be filled.

Library & Local History Service
$21k unfavourable income mostly due to timing variance from grants and subsidies.
$54k unfavourable mostly due to a timing variance in employee costs.

Director CBS
$45k favourable variance in employee costs for the vacant director position.

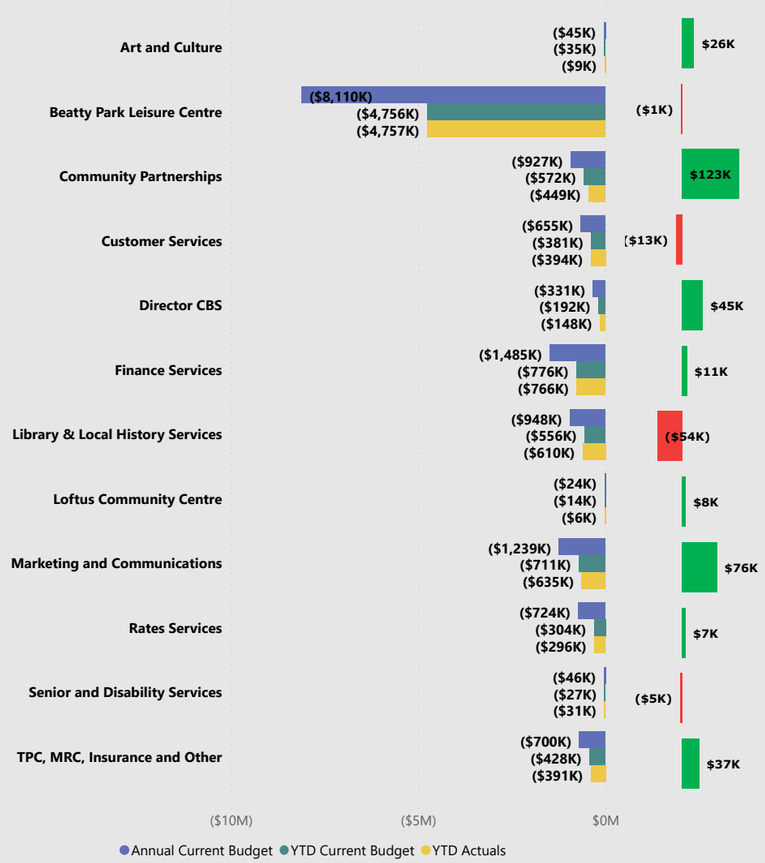
Rates Services
$375k favourable income due to a timing variance.

Marketing and Communication
$76k favourable expenditure due to timing variances for website maintenance and other expenses $42k and events and advertising $32k.

Mindarie and Tamala Park
$91k favourable income relating to withholding tax contributions from Tamala Park.
$38k favourable expenditure due to a rates timing variance.

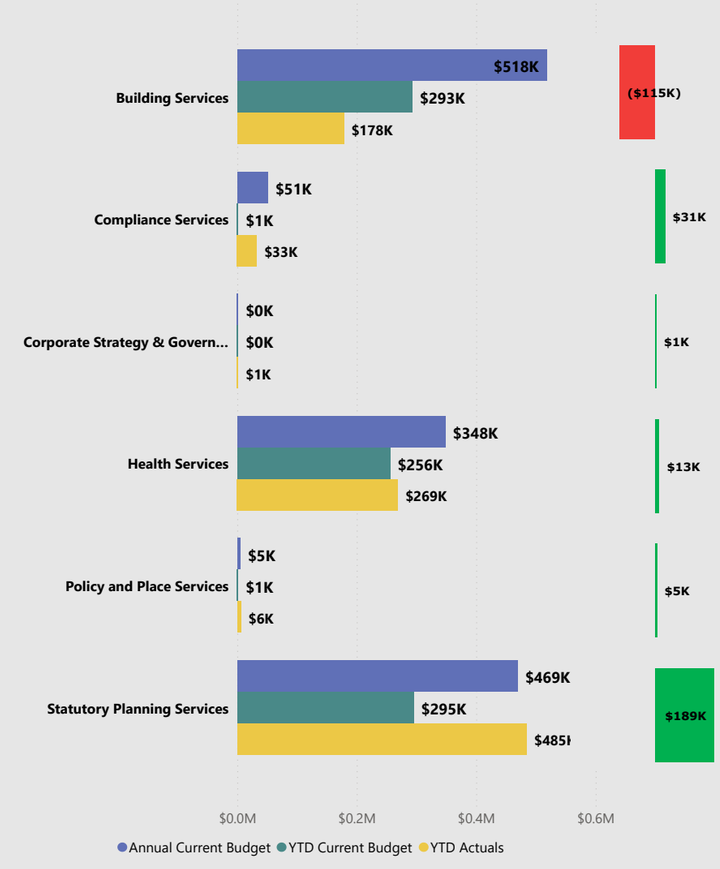
Other
$550k favourable interest income due to higher interest rates than anticipated.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

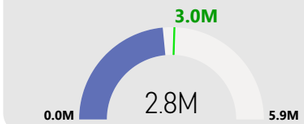


CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 31 JANUARY 2023

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



Net YTD Actuals vs YTD Current Budget



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Building Services
$115k unfavourable income relating to building permit revenue mostly due to a decrease in building applications.
$51k favourable expenditure in employee costs for vacant positions yet to be filled.

Compliance Services
$31k favourable income due to an infringement fines and penalties timing variance.

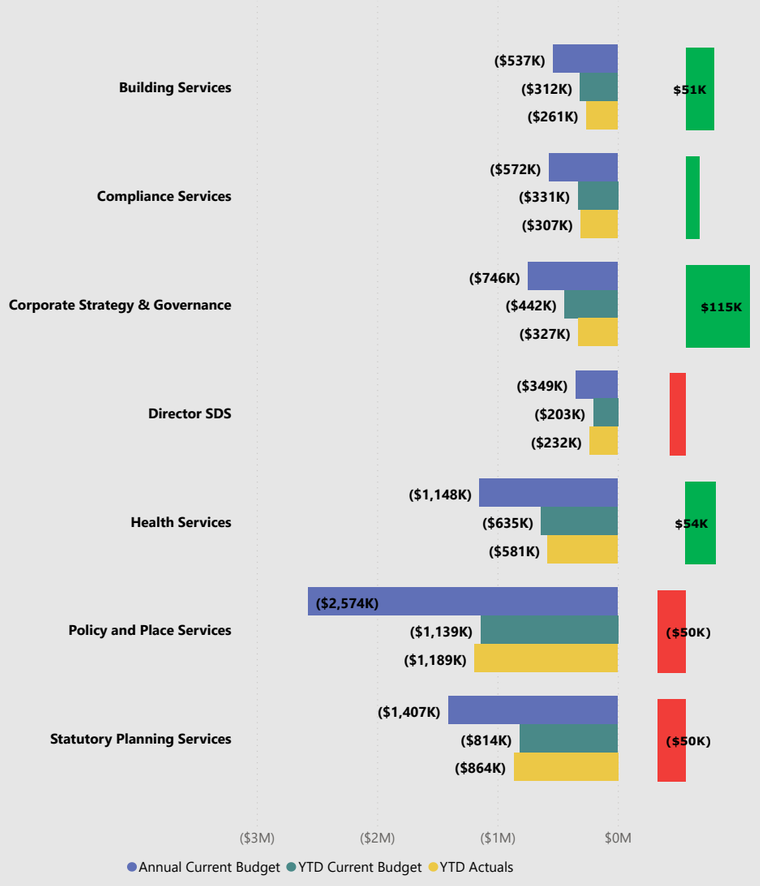
Corporate Strategy and Governance
$115k favourable expenditure variance mostly due to timing variances for audit fees, consultants and advertising $87k and employee costs for a vacant full-time position yet to be filled $29k.

Health Services
$54k favourable expenditure mostly due to a timing variance in employee costs for vacant positions yet to be filled.

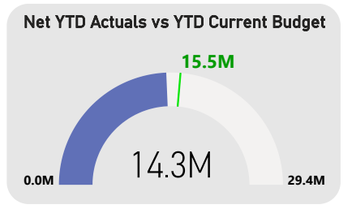
Policy and Place Services
$50k unfavourable expenditure mostly due to timing variances for Art Development Initiatives $31k and for various programs and events $19k.

Statutory Planning Services
$189k favourable income mostly due to higher income received from development application and panel fees.
$50k unfavourable expenditure mostly due to:
- $38k unfavourable variance for the development application panel expenses,
- $24k unfavourable timing variance in consultant costs.

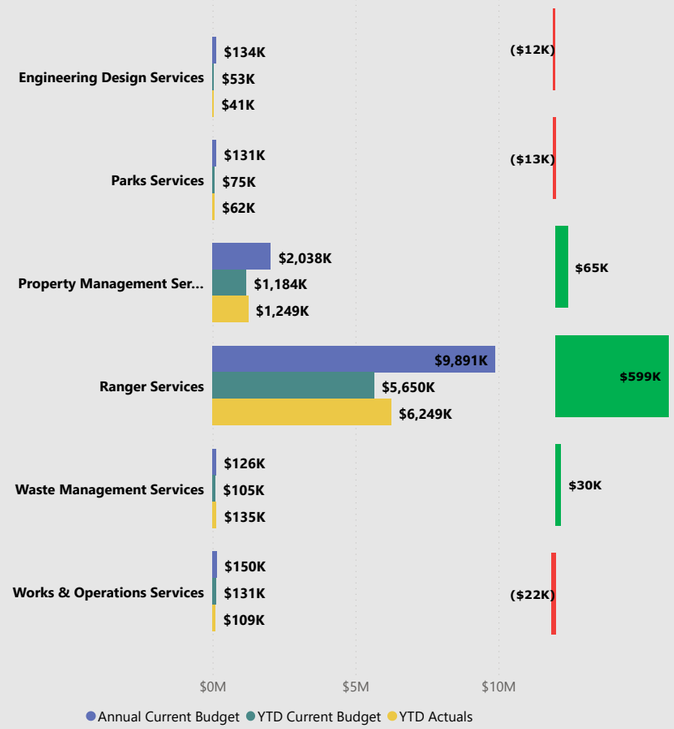
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
AS AT 31 JANUARY 2023



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Engineering Design Services
$188k favourable expenditure due to timing variances for street lighting electricity usage $96k, employee costs for vacant positions yet to be filled $88k and contractors $29k.

Parks Services
$190k favourable expenditure mostly due to:
- $228k favourable timing variance in employee costs.
- $63k favourable timing variance for depreciation expenses.
- This is partially offset by a $115k unfavourable timing variance in materials and contracts.

Property Management Services
$65k favourable income due to:
- $120k favourable fees and charges relating to timing variances in lease income $83k, facilities hire income $24k and commercial parking permits $16k, partially offset by an unfavourable timing variance in variable outgoing recoups for Belgravia Leisure Centre $58k.

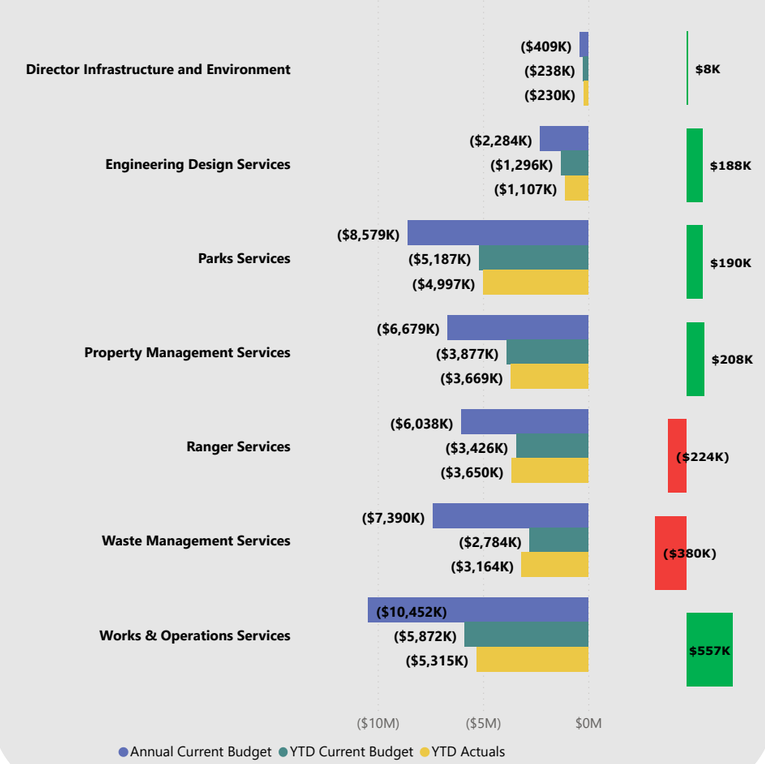
$208k favourable expenditure mostly due to:
- $109k favourable timing variance for depreciation,
- $38k favourable timing variance for rates and levy from lessees,
- $38k favourable timing variance in employee costs,
- $32k favourable timing variance for materials and contracts.

Ranger Services
$599k favourable income mainly due to higher car park revenue.
$224k unfavorable expenditure mainly due to:
- $144k unfavourable timing variance for fine lodgment fees.
- $87k unfavourable timing variance for software license fees and CCTV maintenance.

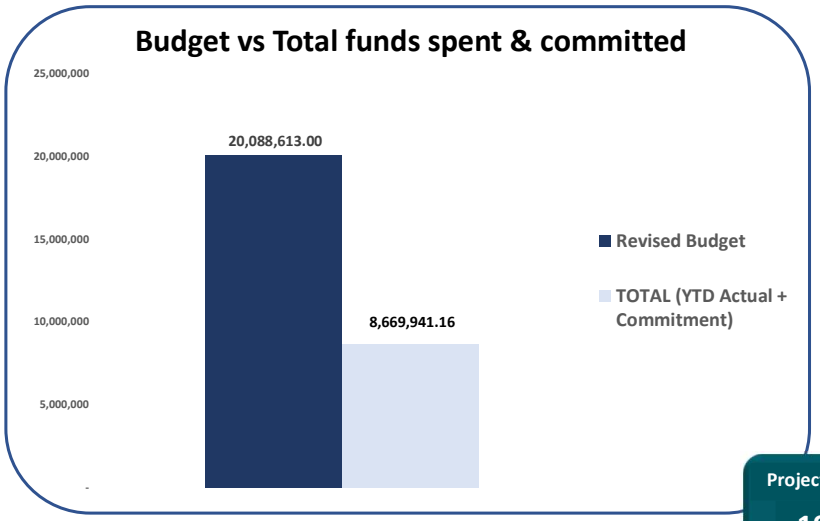
Works and Operations Services
$557k favourable expenditure mostly due to:
- $571k favourable timing variance for depreciation, partially offset by an unfavourable timing variance for materials and contracts $33k.

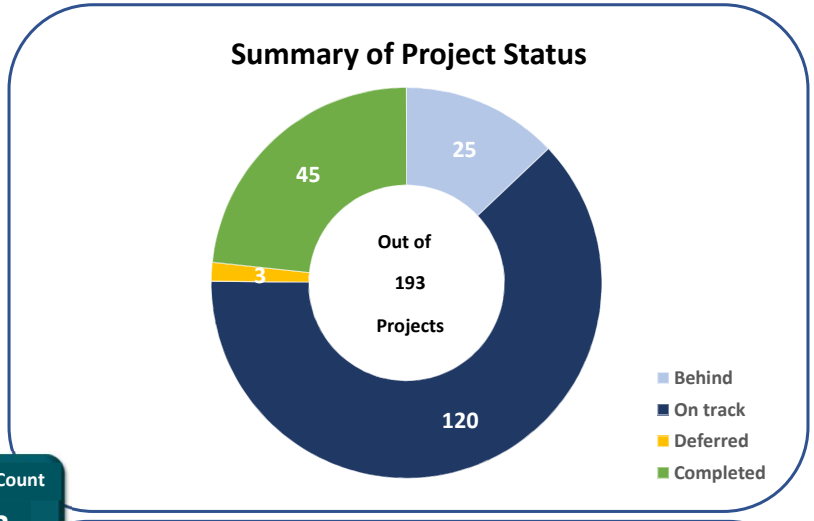
Waste Management Services
$380k unfavourable expenditure mostly due to timing variances in waste collection, recycling and MRC governance and administrative costs:

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

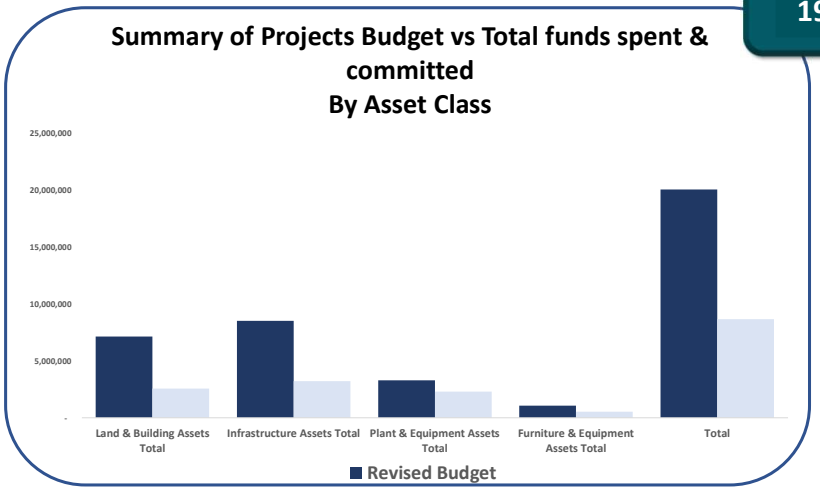


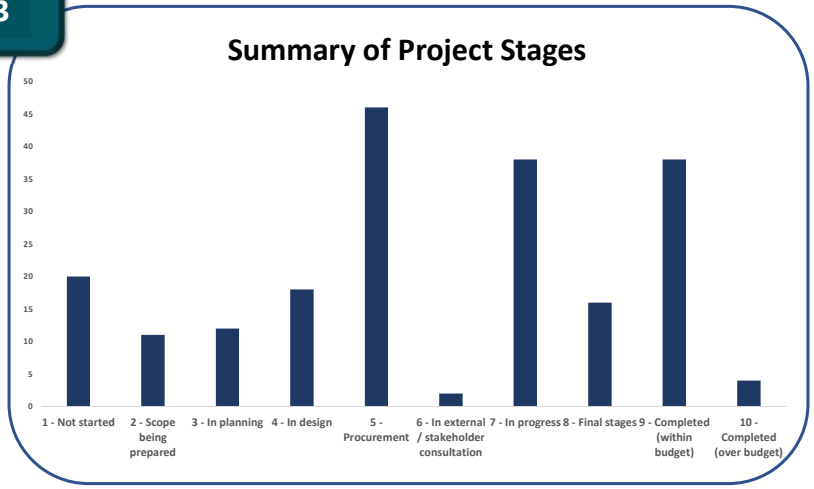
Note 4 - City Of Vincent - Capex Report As At 31 January 2023





Project Count
193





CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Land & Building Assets									
ADMIN CENTRE									
Administration Centre Renewals	50,000	50,000	-	50,000	-	-	On track	3 - In planning	Will be progressed once waterproofing works for balcony complete
Lift Renewal - Administration & Civic Centre	10,000	10,000	4,760	5,240	1,550	6,310	Completed	9 - Completed (within budget)	Design work completed.
Admin Building - Additional Meeting Spaces	50,000	-	-	-	-	-	On track	2 - Scope being prepared	Concept design being prepared for options
Waterproof external balcony area (water damage) - Civic Centre	120,000	120,000	51,628	68,372	9,654	61,282	On track	8 - Final stages	Commenced and close to completion
BEATTY PARK LEISURE CENTRE									
Beatty Park Leisure Centre – Construction & Fit Out Indoor Pool Changerooms	850,000	850,000	75,508	774,492	38,214	113,722	Behind	4 - In design	Detailed design due back shortly. Tender to be developed after.
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	448,115	203,356	157,335	46,021	67,119	224,454	On track	3 - In planning	Works ongoing
Beatty Park Leisure Centre – Heritage Grandstand Electrical Works	450,970	450,970	14,650	436,320	644,701	659,351	On track	7 - In progress	Tracking well to be completed by June 2023.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	298,630	143,237	255,501	(112,264)	22,627	278,128	Completed	9 - Completed (within budget)	Completed in January
Plant room remedial works	100,000	100,000	-	100,000	-	-	On track	2 - Scope being prepared	Scoping replacement of rusted floor and columns.
DEPARTMENT OF SPORTS AND RECREATION									
DLGSC HVAC, Plant & Fire Services Renewals	242,550	90,957	1,188	89,770	37,250	38,438	On track	2 - Scope being prepared	Fire panel & smoke detectors installation 6th Feb. Scope for aircon being developed.
DLGSC LED lighting upgrade/renewal	250,850	94,068	5,100	88,968	2,054	7,154	On track	2 - Scope being prepared	Ongoing discussions with DLGSC on agreed scope of works for lighting
Lift renewal and non fixed assets renewal	10,000	10,000	-	10,000	-	-	On track	2 - Scope being prepared	Scope to be further determined
Solar Photovoltaic Panel System Installation (Leased DLGSC Building)	125,000	46,875	26,312	20,563	95,680	121,992	On track	7 - In progress	Installation planned for March
LIBRARY									
Library Facility Renewals	20,000	20,000	19,877	123	-	19,877	Completed	9 - Completed (within budget)	
Upgrade Library counter to enhance customer service delivery	36,660	19,033	28,174	(9,141)	20,417	48,590	Completed	9 - Completed (within budget)	
MISCELLANEOUS									
Air Conditioning & HVAC Renewal - Loftus Recreation Centre (Leased Gymnastics WA)	15,000	15,000	16,096	(1,096)	-	16,096	Completed	10 - Completed (over budget)	Recently completed
Air Conditioning & HVAC Renewal - Miscellaneous	50,000	50,000	-	50,000	14,450	14,450	On track	2 - Scope being prepared	Scope to be confirmed in order of priority
Carpet Renewal - Subiaco Football Club (Leased)	30,000	30,000	25,800	4,200	-	25,800	Completed	9 - Completed (within budget)	Recently completed
Forrest Park Croquet Club	18,000	37,572	16,438	21,134	-	16,438	Completed	9 - Completed (within budget)	
Gym roof repairs (Leased Belgravia)	50,000	50,000	45,690	4,310	-	45,690	Completed	9 - Completed (within budget)	Recently completed
Hyde Park - Gazebo Renewal	25,000	9,375	16,959	(7,584)	-	16,959	Completed	9 - Completed (within budget)	Recently completed
Hyde Park West Toilets & Kiosk	138,531	152,451	131,948	20,503	3,450	135,398	Completed	9 - Completed (within budget)	Recently completed
Leased Property Non Scheduled Renewal - Annual Provision	50,000	24,716	30,550	(5,834)	-	30,550	On track	7 - In progress	
Leederville Oval Stadium - Electrical renewal - 3 boards	163,276	163,276	111,888	51,388	13,500	125,388	Completed	9 - Completed (within budget)	Recently completed
Leederville Oval Stadium Facility Renewal (Leased)	325,000	121,875	19,670	102,205	-	19,670	On track	2 - Scope being prepared	Engineer investigations and preparing options
Leederville Town Centre - Toilet Demolition	50,000	50,000	-	50,000	-	-	On track	3 - In planning	Defer pending EOI for the land - further
Margaret Kindergarten - Toilet Upgrade	90,000	33,750	-	33,750	68,463	68,463	On track	8 - Final stages	Practical completion meeting 31/1/23
Menzies Park Pavilion & Ablutions	140,282	177,605	127,967	49,638	11,340	139,307	Completed	9 - Completed (within budget)	

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Miscellaneous Asset Renewal - City buildings	50,000	50,000	45,228	4,772	-	45,228	On track	9 - Completed (within budget)	
Modifications to Litis Stadium Underpass	30,000	30,000	-	30,000	33,030	33,030	On track	6 - In external / stakeholder consultation	On hold pending Heritage Council input to the project
North Perth Bowling Club	300,000	112,968	5,690	107,278	900	6,590	On track	4 - In design	Waiting on grant to progress
North Perth Town Hall - Kitchen and Toilet Renewal - Lesser Hall	120,000	120,000	800	119,200	681	1,481	On track	4 - In design	Detailed design documentation for tender being prepared
North Perth Town Hall - Kitchen and Toilet Renewal - Main Hall	176,000	96,600	7,280	89,320	10,800	18,080	On track	4 - In design	Detailed design documentation for tender being prepared
Replace electrical distribution boards - multiple buildings - post asbestos removal	15,000	14,069	14,370	(301)	-	14,370	Completed	9 - Completed (within budget)	
Solar Photovoltaic Panel System Installation (Leased Leederville Childcare Centre)	20,150	20,150	17,757	2,393	-	17,757	Completed	9 - Completed (within budget)	Recently completed
Solar Photovoltaic Panel System Installation (Leased Tennis West - Robertson Park Tennis Centre)	29,900	29,900	-	29,900	-	-	On track	2 - Scope being prepared	
Water and Energy Efficiency Initiatives	60,000	22,500	11,460	11,040	37,280	48,740	On track	3 - In planning	
Works Depot - Non fixed assets renewals	46,106	17,289	10,015	7,274	-	10,015	On track	7 - In progress	Depot works - painting, pressure cleaning and ceiling struts to be completed by June 2023
Works Depot - Replacement Box Gutters	10,000	10,000	-	10,000	-	-	On track	7 - In progress	Planned to commence early Feb
North Perth Community Centre Renewal Works	40,000	40,000	34,825	5,176	200	35,025	On track	8 - Final stages	Practical completion
Infrastructure Works - Litis Stadium	292,468	162,802	111,462	51,340	9,830	121,292	On track	7 - In progress	Detailed design work for changerooms. Demo planned for 2023
Install dividing wall (Loftus Recreation Centre)	0	-	3,651	(3,651)	-	3,651	Completed	9 - Completed (within budget)	Prior year project. Invoice paid in November
Land & Building Assets Total	**7,153,187**	**4,823,604**	**1,480,143**	**2,404,819**	**1,143,190**	**2,588,766**			
Furniture & Equipment Assets									
INFORMATION TECHNOLOGY - FURNITURE AND EQUIPMENT									
Enterprise Applications upgrade	394,468	147,924	180,176	(32,252)	53,842	234,018	On track	7 - In progress	
ICT infrastructure renewal (switches, UPS, audio visual, network links)	143,857	53,946	54,737	(791)	24,379	79,116	On track	7 - In progress	
F&E ASSETS - LOFTUS RECREATION CENTRE									
BPLC - FURNITURE AND EQUIPMENT									
Beatty Park Leisure Centre - Non Fixed Assets Renewal - unplanned	160,397	120,000	41,892	78,109	-	41,892	On track	7 - In progress	Works ongoing
Non Fixed Assets - planned allocations - Lifeguard Tower renewal, Shade Sails, Fire alarm System, Umbrellas, Floor Scrubber	140,378	97,330	30,443	66,887	-	30,443	On track	7 - In progress	Works ongoing
POLICY AND PLACE - F&E									
Arts Rebound - Town Centre Artworks (COVID 19 Arts Relief - Phase 2)	236,000	24,000	-	24,000	172,000	172,000	On track	7 - In progress	Timing variance. External consultation stage
Furniture & Equipment Assets Total	**1,075,100**	**443,200**	**307,248**	**135,952**	**250,221**	**557,469**			

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Infrastructure Assets									
BANKS RESERVE MASTER PLAN - IMPLEMENTATION STAGE 1									
Banks Reserve Master Plan Implementation - Stage 1 FY 23 - New public toilets, and other general improvements FY 24 - Walter's Brook Crossing, New picnic facilities, 'River Journeys' interpretation node, and complementary elements.	450,000	168,750	33,276	135,474	133,104	166,380	On track	3 - In planning	Timing variance. Planning stage with contract being awarded.
BICYCLE NEWORK									
Construct Norfolk St N/S Route Stage 1	50,000	18,750	14,570	4,180	8,290	22,860	Completed	9 - Completed (within budget)	Stage 1 (15% concept) completed.
Feasibility study for Summers St & Claisebrook Rd Bicycle Route	0	-	-	-	-	-	Deferred	1 - Not started	Deferred to 2024FY due to DoT funding.
Travel Smart Actions	10,500	10,500	-	10,500	4,790	4,790	On track	3 - In planning	
Florence/Strathcona/Golding Safe Active Street	25,546	9,579	33,070	(23,491)	-	33,070	Completed	10 - Completed (over budget)	
Design Bike Network Plan	60,000	22,500	14,241	8,259	40,850	55,091	On track	7 - In progress	
BLACK SPOT PROGRAM									
Broome/Wright - Instal Roundabout	250,000	250,000	1,600	248,400	-	1,600	On track	4 - In design	Timeline will need to be reviewed with the schedule of works for other roads project.
Fitzgerald/Forrest - Ban right hand turns in/out of Forrest street. Seagul Island installed. Close median in Fitzgerald St.	40,000	40,000	1,600	38,400	-	1,600	On track	4 - In design	Delivery in March / April
Fitzgerald/Lawley - Ban right turns out of Lawley by insalling half seagul island in Lawley st and narrow median island in Fitzgerald St	80,000	80,000	1,600	78,400	-	1,600	On track	4 - In design	Delivery in March / April
William/Forrest - instal traffic island on eastern leg of Forrest St and provide additional STOP sign	17,000	17,000	1,600	15,400	-	1,600	On track	4 - In design	Delivery in March / April
Beaufort / Harold , Highgate	150,000	56,250	-	56,250	-	-	On track	4 - In design	
CAR PARK DEVELOPMENT									
Access and Inclusion (DAIP) – ACROD Parking Improvement Program	30,000	30,000	-	30,000	-	-	On track	2 - Scope being prepared	Audit still underway
Accessible City Strategy Implementation (Action 3.3.1, 3.3.4 & 2.2.1)	505,000	505,000	11	504,989	130,511	130,522	On track	7 - In progress	Both contracts awarded. Review of Precinct Plans underway. Parking restrictions - signage ordered, due for installation late Feb/early March.
Britannia Reserve (Secondary, Litis)	0	-	-	-	-	-	Deferred	1 - Not started	Deferred from FQBR
HBF Stadium Car Park	49,250	49,250	-	49,250	-	-	Deferred	1 - Not started	Deferred to FY24 due to FIFA Women's World Cup
Minor Capital Improvements of City Car Parks (General Provision)	36,425	36,425	-	36,425	-	-	On track	1 - Not started	Scope to be confirmed
DRAINAGE									
Britannia Reserve Main Drain Renewal Stages 1 & 2	21,670	-	-	-	-	-	On track	5 - Procurement	
Gully Soak-well installation program	108,279	40,605	23,569	17,036	-	23,569	On track	7 - In progress	Works ongoing
Minor drainage improvement program	425,431	159,537	10,561	148,976	5,739	16,300	On track	7 - In progress	Timing variance. Consultants engaged
Mt Hawthorn West Catchment Drainage Improvements – Stage 1	40,000	40,000	-	40,000	-	-	On track	5 - Procurement	
HAYNES STREET RESERVE - IMPLEMENTATION STAGES 1 & 2									
Haynes Street Reserve Development Plan Implementation Stages 1 & 2	340,000	340,000	97,529	242,471	80,632	178,161	On track	7 - In progress	Works ongoing. Continue discussion with other tenant re: parking licence

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
INFRASTRUCTURE MISCELLANEOUS									
North Perth Tennis Club - Upgrade of floodlighting to LED on two hard courts	8,716	8,716	-	8,716	-	-	On track	8 - Final stages	Lights installed, lux reading to be taken prior to certification and payment.
Public Open Space Strategy Implementation (Minor Works)	20,000	20,000	4,000	16,000	1,820	5,820	On track	3 - In planning	
Tree Up Lighting	60,000	60,000	-	60,000	-	-	On track	3 - In planning	
LITIS STADIUM									
Litis Stadium Floodlights	50,000	18,750	47,444	(28,694)	-	47,444	On track	7 - In progress	
LOCAL ROADS PROGRAM									
Annual Local Roads Program	1,295,569	610,838	429,640	181,198	259,094	688,734	On track	7 - In progress	Most projects in final stages or completion
Guildford Rd - Walcott to East Parade			-	-	-	-	On track	1 - Not started	
Egina St-Berryman to Asby		-	-	-	55,557	55,557	On track	7 - In progress	
Britannia Rd - Kalgoorlie to Brentham St			-	-	-	-	On track	1 - Not started	
Dalmeny Street - Lord Street to Matson Lane		-	44,329	(44,329)	11,764	56,093	On track	7 - In progress	To be completed 9th March
Grosvenor Road - intersection of Beaufort Street			21,672	(21,672)	32,100	53,772	On track	7 - In progress	
Peach Street - View St to end		-	38,523	(38,523)	534	39,057	Completed	9 - Completed (within budget)	Recently completed
Haynes Street - SBR to Eton		-	33,414	(33,414)	118,917	152,331	Completed	9 - Completed (within budget)	Recently completed
Edinboro Street - Woodstock to No.46		-	41,183	(41,183)	500	41,683	Completed	8 - Final stages	Practical completion
Dunedin Street- Ellesmere Street to Green Street		-	93,303	(93,303)	38,472	131,774	Completed	8 - Final stages	Practical completion
Monmouth Street - York to Willam			-	-	-	-	On track	1 - Not started	
Sekem Street - Alma to end		-	30,684	(30,684)	250	30,934	Completed	7 - In progress	Recently completed
Cleaver Street - Vincent to Carr			-	-	-	-	On track	1 - Not started	
The Boulevarde- Hawthorn Street to Anzac Road		-	61,595	(61,595)	500	62,095	Completed	8 - Final stages	Practical completion
Hawthorn Street - The Boulevarde to Coogee		-	64,938	(64,938)	500	65,438	Completed	8 - Final stages	Practical completion
OTHER ROADS									
Annual Roads to Recovery Program	233,740	233,740	130,669	103,072	-	130,669	On track	7 - In progress	Project Started ahead of schedule
Thompson Street - Barnet Street to Loftus Street	2,000	-	-	-	-	-	Completed	9 - Completed (within budget)	Works covered under minor crack seal
Egina Street - Berryman Street to Anzac Road	5,000	-	-	-	-	-	Completed	9 - Completed (within budget)	Roads resurfaced as part of Roads to Recovery.
MISCELLANEOUS									
Artlets - Public Art - Sculpture	40,000	40,000	-	40,000	-	-	On track	3 - In planning	Meeting with Pickle District Town Team to discuss scope.
Leederville Oval Stadium - Sports lights renewal (above $344,205 - issue with funding - requires Council decision - grant has time limit)	1,201,983	450,744	13,125	437,619	3,227	16,352	On track	4 - In design	Design completed.
MT HAWTHORN SKATE PARK									
Mt Hawthorn Skate Park - Youth Skate Facility (Election Commitment)	250,000	93,750	-	93,750	3,750	3,750	On track	5 - Procurement	
PARKS - ECO ZONING PROGRAM									
Charles Veryard Reserve - Eco-zoning	20,000	20,000	-	20,000	-	-	On track	4 - In design	Design completed.
Edinboro Street Reserve	19,802	19,802	8,576	11,226	-	8,576	Completed	9 - Completed (within budget)	

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Monmouth Street	9,916	9,916	1,780	8,136	-	1,780	Behind	6 - In external / stakeholder consultation	External consultation due to dividing fence issue
PARKS - FENCING RENEWAL PROGRAM									
Forrest Park - renew perimeter bollards and fencing	40,000	40,000	12,259	27,741	28,945	41,204	On track	8 - Final stages	Works in progress and almost completed
PARKS - FURNITURE RENEWAL PROGRAM									
Hyde Park - Renewal of path lighting poles	126,374	47,391	84,274	(36,883)	20,000	104,274	On track	5 - Procurement	RFQ being advertised - closes 7/2/23
Keith Frame Reserve - Replace light poles	30,000	11,250	-	11,250	24,991	24,991	On track	7 - In progress	Awaiting installation dates - P/O issued
PARKS - INFRASTRUCTURE RENEWAL PROGRAM									
Beatty Park Reserve Retaining Wall (Flood Mitigation)	50,000	50,000	26,700	23,300	17,853	44,553	On track	7 - In progress	
Britannia Reserve – Floodlight Repair	48,710	18,267	9,553	8,714	29,339	38,893	Completed	9 - Completed (within budget)	Awaiting on retention to be paid.
Charles Veryard Reserve - Flood Lighting	48,661	48,661	51,330	(2,669)	2,410	53,739	Completed	10 - Completed (over budget)	
Hyde Park - renew park furniture	10,000	10,000	-	10,000	9,091	9,091	On track	8 - Final stages	Works progressing
PARKS - IRRIGATION RENEWAL PROGRAM									
Birdwood Square - renew groundwater bore	45,000	45,000	-	45,000	-	-	On track	3 - In planning	Licence received, awaiting date for works from contractor
Brigatti Gardens - renew electrical cabinet	15,000	15,000	-	15,000	-	-	On track	5 - Procurement	
Les Lilleyman - upgrade in-ground irrigation system and electrical cabinet	180,000	180,000	-	180,000	3,950	3,950	On track	5 - Procurement	Design completed and being reviewed. RFQ for installation to be advertised January 2023
Menzies Park - Replace Irrigation System	61,090	22,908	1,980	20,928	12,875	14,855	On track	8 - Final stages	Awaiting completion of electrical cabinet upgrades - seeking alternative sources due to delays
PARKS - PLAYGROUND/EXERCISE EQUIPMENT RENEWAL PROGRAM									
Braithwaite Park - replace various wooden nature plan elements	50,000	50,000	325	49,675	-	325	On track	4 - In design	Playground assesment completed, replacements to be prioritised and quoted
Britannia Reserve - replace playground soft fall	40,000	40,000	-	40,000	30,490	30,490	On track	7 - In progress	Installation works February 2023
Charles Veryard Reserve - replace exercise equipment	60,000	60,000	96	59,904	-	96	On track	5 - Procurement	RFQ advertised - closes 3/2/23
Forrest Park - replace exercise equipment (deferred from 2019/20)	43,208	16,203	41,208	(25,005)	-	41,208	Completed	9 - Completed (within budget)	
Gladstone Street Reserve - upgrade & replace playground equipment	105,000	105,000	105,000	-	-	105,000	Completed	9 - Completed (within budget)	
Hyde Park - replace water playground shade sails	12,000	4,500	10,600	(6,100)	-	10,600	Completed	9 - Completed (within budget)	
Ivy Park - upgrade & replace playground equipment	90,000	90,000	66	89,934	-	66	On track	5 - Procurement	RFQ advertised - closes 13/2/23
Les Lilleyman – Playground and softfall replacement	115,000	115,000	115,000	-	-	115,000	Completed	9 - Completed (within budget)	
Lynton Street Reserve - Renew & replace playground equipment	80,000	80,000	68	79,932	-	68	On track	5 - Procurement	RFQ advertised - closes 13/2/23
Menzies Park - replace playground shade sails	8,000	3,000	7,880	(4,880)	-	7,880	Completed	9 - Completed (within budget)	
Oxford Street Reserve - renew wooden nature play elements	20,000	20,000	325	19,675	-	325	On track	5 - Procurement	Quotes being sought for works
Menzies Park – replace exercise equipment	42,800	16,050	40,800	(24,750)	-	40,800	Completed	9 - Completed (within budget)	
Hobart/Auckland Street Reserve – Partial Playground Shadesail Replacement	7,500	7,500	7,150	350	-	7,150	Completed	9 - Completed (within budget)	
Multicultural Federation Gardens – Partial Playground Shadesail Replacement	5,500	5,500	5,180	320	-	5,180	Completed	9 - Completed (within budget)	Recently completed

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
PARKS AND RESERVES									
Greening program - Project locations to be determined	200,000	75,000	26,118	48,882	-	26,118	On track	7 - In progress	Timing variance. Design phase on key projects
Wayfinding Implementation Plan - Stage 1	198,000	198,000	-	198,000	-	-	On track	3 - In planning	
PUBLIC OPEN SPACE STRATEGY - IMPLEMENTATION									
RIGHTS OF WAY									
Laneway Lighting Program	40,000	40,000	-	40,000	-	-	On track	3 - In planning	
Rights of Way Rehab Program - Program based upon the most recent condition assessment survey	150,000	150,000	-	150,000	-	-	On track	2 - Scope being prepared	
ROADWORKS - REHABILITATION (MRRG PROGRAM)									
Annual MRRG Program	0	-	-	-	8,560	8,560	On track	4 - In design	Delivery between November 2022 and April 2023
Fitzgerald St (1) - Bulwer to Vincent	107,387	107,387	*108,542*	*(1,155)*	*14,238*	*122,780*	On track	8 - Final stages	Line marking stage
Fitzgerald St (2) - Newcastle to Carr	123,496	123,496	*115,526*	*7,970*	*9,384*	*124,910*	On track	8 - Final stages	Line marking stage
Oxford St - Richmond to Vincent	150,388	150,388	*760*	*149,628*	-	*760*	On track	4 - In design	Scheduled to start 20th March
Green St - Merredin to London	291,161	291,161	*760*	*290,401*	-	*760*	On track	4 - In design	Scheduled 1st week of April
Beaufort St (1) Fore to Brisbane	57,101	57,101	*8,110*	*48,991*	*63,032*	*71,142*	On track	8 - Final stages	Line marking stage
Beaufort St (2) - Bulwer to Lincoln	110,897	110,897	*16,577*	*94,320*	*153,582*	*170,158*	On track	8 - Final stages	Line marking stage
Walcott St (WB) - Fitzgerld to William	250,651	250,651	*237,111*	*13,540*	*7,862*	*244,972*	On track	8 - Final stages	Line marking stage
ROBERTSON PARK DEVELOPMENT PLAN - STAGE 1									
Refurbish Courts to accommodate multisports and LED lighting upgrade	231,700	231,700	-	231,700	-	-	On track	1 - Not started	
SLAB FOOTPATH PROGRAM									
Footpath Upgrade and Renewal Program (Annual)	290,526	108,948	29,035	79,913	-	29,035	On track	7 - In progress	
STREET FURNITURE									
Replacement and Renewal of 94 Bus Shelters (50 shelters derive income from	46,651	17,493	-	17,493	-	-	On track	4 - In design	
STREET LIGHTING									
Beaufort St - Art Deco Median Lighting Renewal	220,000	220,000	-	220,000	93,000	93,000	On track	5 - Procurement	Possible carry forward due to lead time in lighting manufacturing timeline.
Street Lighting Renewal Program - allocated annually	69,107	25,914	16,056	9,858	1,208	17,264	On track	7 - In progress	
STREETSCAPE IMPROVEMENTS									
Streetscape Improvements Program - allocated annually	84,850	31,818	39,615	(7,797)	-	39,615	On track	9 - Completed (within budget)	Utilised for Grosvenor Road trial
TRAFFIC MANAGEMENT PROGRAM									
40kph trail - finalisation report	20,000	20,000	2,221	17,779	-	2,221	Completed	9 - Completed (within budget)	
40kph zone implementation (ACS) with MRWA	50,000	50,000	-	50,000	-	-	On track	4 - In design	
Alma/Claverton Local Area Traffic Management	32,981	12,369	2,679	9,690	19,248	21,927	On track	7 - In progress	Commencing early Feb
Britannia Road Improvements	40,000	40,000	-	40,000	-	-	On track	4 - In design	
Loftus and Vincent Pedestrian improvements, design 22/23, Implement 23/24	30,000	30,000	-	30,000	-	-	On track	2 - Scope being prepared	
Minor Traffic Management Improvements - allocated annually	146,051	54,768	11,400	43,368	10,312	21,712	On track	7 - In progress	

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Harold and Lord St Intersection	22,850	8,568	-	8,568	-	-	On track	7 - In progress	
Infrastructure Assets Total	**8,543,447**	**6,029,961**	**1,968,196**	**5,000,408**	**1,223,616**	**3,226,379**			
Plant & Equipment Assets									
ASSETS - BP LEISURE CENTRE									
Gym equipment - Strength and Group Fitness Equipment Gym equipment - Cardio and Fans	827,879	827,879	778,140	49,739	-	778,140	Completed	9 - Completed (within budget)	Gym equipment installed mid October 2022. $49k variance represents minor assets expensed and subscription recorded as prepayments.
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME									
Light Fleet - Annual Allocation (Trade-in value of $648k in FY2024. Further trade-in's for future years)	1,119,000	1,119,000	36,310	1,082,690	243,366	279,676			
P1265 - Toyota Corolla Hybrid	0	-	-	-	-	-	Completed	9 - Completed (within budget)	Delivered in 2022FY
P1263 - Toyota Corolla Hybrid	40,000	40,000	-	40,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1267 - Toyota Camry Hybrid SL	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1264 - Toyota Camry	28,000	28,000	-	28,000	33,936	33,936	On track	5 - Procurement	RFQ. Est 6 months
P2168 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1269 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P2170 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P2171 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1272 - Nissan Leaf BEV Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1273 - Nissan Leaf BEV Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1274 - Nissan Leaf BEV Hatch	25,000	25,000	-	25,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P1275 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1276 - Toyota Corolla Hybrid Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1277 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1278 - Toyota Corolla Hybrid Sedan	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1279 - Toyota Camry Hybrid SL	28,000	28,000	-	28,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P1280 - Toyota Corolla Hybrid Sedan	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P2182 - Toyota Hilux Workmate Ttop	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2200 - VOLKSWAGEN Caddy Maxi TDI250	45,000	45,000	-	45,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2201 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2202 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2203 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2204 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2205 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2206 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2207 - Nissan Navara Dual Cab	29,000	29,000	-	29,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2208 - Nissan Navara	35,000	35,000	-	35,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2209 - VW Caddy Maxi TDI250	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2210 - Nissan Navara Dual Cab	28,000	28,000	-	28,000	-	-	Behind	5 - Procurement	RFQ closed and awarded. Est 6 months
P1258 - AS6287 - Toyota Corolla Hybrid Hatch - 1GQT268	23,500	23,500	-	23,500	34,430	34,430	On track	5 - Procurement	Potentially delivered by June 2023.

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 31 JANUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
P1262 - AS6297 - Toyota Corolla Hybrid - 1GRY421	23,500	23,500	23,390	111	-	23,390	Completed	9 - Completed (within budget)	Delivered
P2198 - AS6318 - 1GSL453-Nissan Navara	30,000	30,000	-	30,000	-	-	Behind	5 - Procurement	RFQ and closed.
P2199 - AS6322 - Nissan Navara dual cab 1GTK364	28,000	28,000	-	28,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2179 - AS5159 - Hyundai TQ iLoad 3s - 1EYK726	40,000	40,000	12,920	27,080	-	12,920	Completed	9 - Completed (within budget)	Savings as only modification to current vehicle
P2190 - AS6113 - Mitsubishi Triton 4x2 GLX - 1GJL089	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2194 - AS6292 - Nissan Navara 4x2 - 1GRN511	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2195 - AS6293 - Nissan Navara 4x2 - Parks - 1GRN512	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2196 - AS6294 - Nissan Navara 4x2 - Parks - 1GRN513	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
MAJOR PLANT REPLACEMENT PROGRAM									
5 Tonne Rubbish Compactor Small Rear Loader - 1EKS994 - P3521-AS3772	340,000	340,000	-	340,000	336,040	336,040	On track	7 - In progress	Ordered 20.12.22 expected delivery September 2023
Heavy Fleet Replacement Program	360,000	360,000	9,715	350,285	294,725	304,440			
Road Sweeper - 1EBC003 - P3762-AS3554	380,000	380,000	385,000	(5,000)	-	385,000	Completed	10 - Completed (over budget)	Delivered Jan 2022
Single Axle Tipper Truck - 1BUF690 - P3261-AS2697	170,000	170,000	162,007	7,994	-	162,007	Completed	9 - Completed (within budget)	Vehicle delivered.
MISCELLANEOUS - PLANT AND EQUIPMENT									
Parking Infrastructure Renewal Program	120,000	45,000	26,013	18,988	26,012	52,025	On track	7 - In progress	Parking sensors due to arrive in Feb. Installation Feb/March.
Plant & Equipment Assets Total	**3,316,879**	**3,241,879**	**1,397,184**	**1,844,695**	**900,144**	**2,297,328**			
Grand Total	**20,088,613**	**14,538,644**	**5,152,771**	**9,385,874**	**3,517,171**	**8,669,941**			

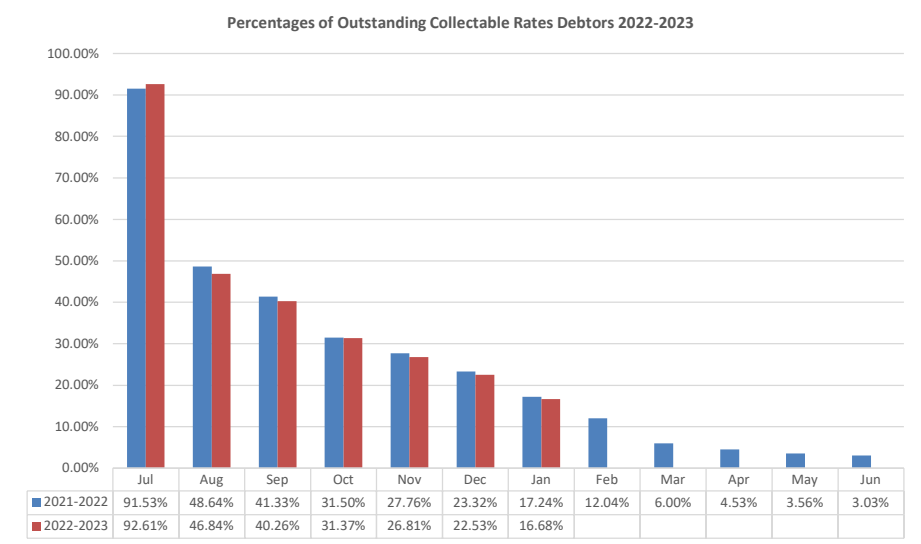
Summary	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
		$	$	%
Land and Buildings	7,153,187	4,823,604	1,480,143	79.3%
Infrastructure Assets	8,543,447	6,029,961	1,968,196	77.0%
Plant and Equipment	3,316,879	3,241,879	1,397,184	57.9%
Furniture and Equipment	1,075,100	443,200	307,248	71.4%
Total	**20,088,613**	**14,538,644**	**5,152,771**	**74.3%**

FUNDING	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	%
Own Source Funding - Municipal	8,749,888	4,625,967	2,221,511	74.6%
Cash Backed Reserves	4,912,256	4,800,747	1,166,001	76.3%
Capital Grant, Contribution and Loan	4,500,469	3,185,930	701,275	84.4%
Other (Disposals/Trade In)	1,926,000	1,926,000	1,063,984	44.8%
Total	**20,088,613**	**14,538,644**	**5,152,771**	**74.3%**

CITY OF VINCENT
NOTE 5 - CASH BACKED RESERVES
AS AT 31 JANUARY 2023

Reserve Particulars	Budget Opening Balance 01/07/2022	Actual Opening Balance 01/07/2022	Budget Transfers to Reserve 30/06/2023	YTD Actual Transfers to Reserve 31/01/2023	Budget Interest Earned 30/06/2023	YTD Actual Interest Earned 31/01/2023	Budget Transfers from Reserve 30/06/2023	YTD Actual Transfers from Reserve 31/01/2023	Budget Closing Balance 30/06/2023	Actual Closing Balance 31/01/2023
	$	$	$	$	$	$	$	$	$	$
Beatty Park Leisure Centre Reserve	102,681	102,898	200,000	200,000	1,648	2,729	(100,000)	(100,000)	204,329	205,627
Cash In Lieu Parking Reserve	1,429,508	1,457,574	72,000	0	4,359	7,218	(772,500)	(14,581)	733,367	1,450,211
DSR Office Building Reserve	227,895	219,307	0	0	59	97	(211,475)	(5,100)	16,479	214,304
Leederville Oval Reserve	95,952	96,153	0	0	536	888	(30,000)	(25,800)	66,488	71,241
Loftus Community Centre Reserve	37,581	37,660	100,000	100,000	1,119	1,853	0	0	138,700	139,513
Loftus Recreation Centre Reserve	221,069	219,341	60,000	36,406	1,879	3,112	(50,000)	(45,690)	232,948	213,169
Parking Facility and Equipment Reserve	106,956	107,182	0	0	870	1,440	0	0	107,826	108,622
Plant and Equipment Reserve	83	131	0	0	0	0	(83)	0	0	131
State Gymnastics Centre Reserve	130,952	131,596	12,000	7,224	1,040	1,723	(15,000)	(15,000)	128,992	125,543
Waste Management Plant and Equipment Res	223,128	223,599	0	0	1,814	3,005	0	0	224,942	226,604
Tamala Park Land Sales Reserve	1,929,100	1,930,361	0	833,334	25,852	42,813	0	0	1,954,952	2,806,508
Asset Sustainability Reserve	5,572,477	5,283,774	2,200,083	2,200,083	38,469	63,710	(2,991,198)	(856,422)	4,819,832	6,691,145
Percent for Art Reserve	335,655	332,907	0	0	16	26	(186,000)	0	149,671	332,933
Land and Building Acquisition Reserve	301,005	301,642	0	0	2,448	4,054	0	0	303,453	305,696
Strategic Waste Management Reserve	45,899	29,148	0	0	373	618	0	0	46,272	29,766
Hyde Park Lake Reserve	166,906	162,525	0	0	1,357	2,249	0	0	168,263	164,774
Public Open Space Reserve - Land Sales	653,071	653,071	900,000	38,749	11,084	18,357	(190,000)	0	1,374,155	710,177
Underground Power Reserve	215,105	215,555	785,000	785,000	6,376	10,559	(216,000)	(5,880)	790,481	1,005,234
POS Reserve - Haynes Street	196,927	197,036	39,000	39,000	699	1,157	(150,000)	(97,529)	86,626	139,664
	11,991,950	**11,701,460**	**4,368,083**	**4,239,797**	**100,000**	**165,608**	**(4,912,256)**	**(1,166,001)**	**11,547,777**	**14,940,863**

CITY OF VINCENT
NOTE 6 - RATING INFORMATION
AS AT 31 JANUARY 2023



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2021-2022	91.53%	48.64%	41.33%	31.50%	27.76%	23.32%	17.24%	12.04%	6.00%	4.53%	3.56%	3.03%
2022-2023	92.61%	46.84%	40.26%	31.37%	26.81%	22.53%	16.68%					

CITY OF VINCENT
NOTE 6 - RATING INFORMATION
FOR THE MONTH ENDED 31 JANUARY 2023

	Rateable Value	Rate in Dollar	Budget	Actual	Rates Levied to Budget
	$	Cents	$	$	%
Rate Revenue					
General Rate					
10,981 Residential	248,447,916	0.0858	21,212,405	21,314,346	100.5%
194 Vacant Residential	4,616,900	0.0819	378,170	378,170	100.0%
1626 Other	127,522,443	0.0723	9,218,597	9,218,598	100.0%
41 Vacant Commercial	2,587,150	0.1379	356,768	356,794	100.0%
Minimum Rate					
6098 Residential @ $1,335.32	77,356,652	0.0858	8,145,514	8,142,781	100.0%
195 Vacant Residential @ $1,180	2,054,440	0.0819	230,100	230,100	100.0%
162 Other @ $1,288.73	1,973,252	0.0723	208,774	208,774	100.0%
0 Vacant Other @ $1,631.65		0.1379	0	0	0.0%
Interim Rates	0		300,000	471,885	157.3%
Rates Waiver	0		(140,000)	(119,907)	85.6%
Total Amount Made up from Rates	464,558,753		39,910,329	40,201,541	
Non Payment Penalties					
Instalment Interest @ 5.5%			185,000	208,216	112.5%
Penalty Interest @ 8%			120,000	116,077	96.7%
Administration Charge - $8 per instalment			140,000	132,712	94.8%
Legal Costs Recovered			10,000	8,237	82.4%
Other Reimbursements			0		0.0%
Interest Write Off			(2,000)	(341)	17.1%
			40,363,329	40,666,442	
Other Revenue					
Exempt Bins - Non Rated Properties			80,798	80,319	99.4%
Commercial / Residential Additional Bins			21,852	20,972	96.0%
Swimming Pools Inspection Fees			63,000	63,916	101.5%
			40,528,979	40,831,648	
Opening Balance				**1,287,296**	
Total Collectable			**40,528,979**	**42,118,944**	**103.92%**
Less					
Cash Received				36,857,990	
Rebates Allowed				(1,162,750)	
Rates Write Off				0	
ESL write off				0	
Rates received in advance				(335,893)	
Rates Balance To Be Collected			**40,528,979**	**6,759,597**	**16.68%**
Add					
ESL Debtors				248,332	
Pensioner Rebates Not Yet Claimed				412,116	
ESL Rebates Not Yet Claimed				13,983	
Less					
Deferred Rates Debtors				(119,343)	
Current Rates Debtors Balance				**7,314,686**	

CITY OF VINCENT
NOTE 7 - DEBTOR REPORT
FOR THE MONTH ENDED 31 JANUARY 2023

DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	24,032	21,455	10,823	135,943	192,253
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	200,508	200,508
DEBTOR CONTROL - PROPERTY INCOME	29,051	14,461	10,117	(1,992)	51,637
DEBTOR CONTROL - RECOVERABLE WORKS	1,252	0	0	(322)	930
DEBTOR CONTROL - OTHER	28,292	0	240	86,207	114,739
DEBTOR CONTROL - PLANNING SERVICES FEES	136	(705)	0	780	211
DEBTOR CONTROL - GST	(187,106)	0	(73,298)	81,994	(178,411)
DEBTOR CONTROL - INFRINGEMENT	112,905	89,990	58,210	1,089,790	1,350,895
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(219,546)	(219,546)
IMPAIRMENT OF RECEIVABLES	0	0	0	(218,023)	(218,023)
TOTAL DEBTORS OUTSTANDING AS AT 31/01/2023	**8,561**	**125,201**	**6,092**	**1,155,338**	**1,295,192**
	0.7%	**9.7%**	**0.5%**	**89.2%**	

ACCRUED INCOME	181,045
ACCRUED INTEREST	501,380
PREPAYMENTS	1,578,773
TOTAL TRADE AND OTHER RECEIVABLES	**3,556,390**

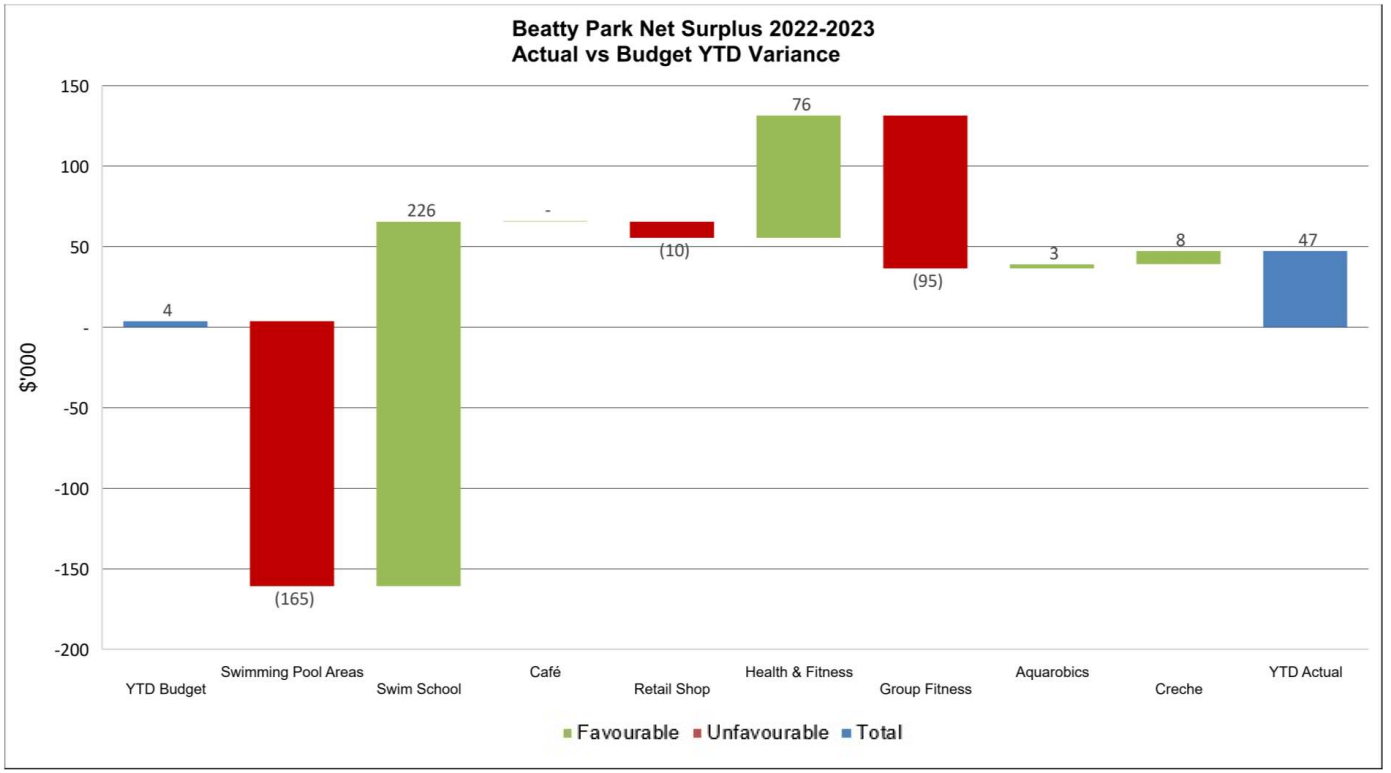
PROPERTY INCOME, RECOVERABLE WORKS AND OTHER DEBTORS:		**167,516**		
DATE	**SUNDRY DEBTORS OVER 90 DAYS**	**AMOUNT**	**DEBT DETAILS**	**Comments**
11/03/2019	Tennis Seniors Western Australia	5,728	Building Insurance 2018/19 & 2019/20	In the process to debt collection
23/02/2021	Kre8 Constructions	930	Damaged to ROW 47 Redfern St	Liquidation - proof of debt sent
04/11/2016	C Caferelli	27,861	Breaches of Planning Development Act	$150 Monthly Repayment in progress from 8/02/22
21/01/2019	Matthew Slinger	15,485	Outstanding court costs awarded to COV	$200 Fortnightly Repayment in progress
09/07/2019	R Cox	1,170	Breach of condition of hall hire	Sent to debt collection agency
28/11/2019	A Kindu	2,339	Damage/vandalism to hired venue	Sent to debt collection agency
28/10/2021	K Beykpour	18,800	Court fines and costs 155 Walcott St	Have been handed over to FER
13/10/2020	D Bianchi	15,000	Court fines and costs re: 193-195 Scarborough	$200 Monthly suspended by FER till further notice
04/08/2022	VT Ngo	7,835	Court fines and costs awarded to COV	$200 Monthly Repayment in progress from Sep 2022
BALANCE OF 90 DAY DEBTORS OVER $500		**95,147**		
% AGING DEBT OVER 90 DAYS		**57%**		

INFRINGEMENT DEBTORS:	**1,350,895**
Refered to FER	1,089,790
BALANCE OF 90 DAY DEBTORS OVER $500	**1,089,790**
% AGING DEBT OVER 90 DAYS	**81%**

CITY OF VINCENT
NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 JANUARY 2023

	Original Budget 2022/23 $	YTD Budget Jan-23 $	YTD Actuals Jan-23 $	YTD Actuals Jan-22 $	Month Actuals Jan-23 $	Month Actuals Jan-22 $
ADMINISTRATION						
Revenue	0	0	0	(83,457)	(107,331)	314,953
Expenditure	0	0	0	83,458	111,389	(314,953)
Surplus/(Deficit)	**0**	**0**	**0**	**1**	**4,058**	**0**
SWIMMING POOLS AREA						
Revenue	2,485,069	1,568,810	1,742,538	1,406,535	387,836	295,925
Expenditure	(4,308,508)	(2,490,597)	(2,829,025)	(2,382,858)	(587,466)	(296,144)
Surplus/(Deficit)	**(1,823,439)**	**(921,787)**	**(1,086,487)**	**(976,323)**	**(199,630)**	**(219)**
SWIM SCHOOL						
Revenue	1,773,386	967,911	1,112,984	722,716	4,817	39,869
Expenditure	(1,364,861)	(797,673)	(716,274)	(552,439)	(73,174)	(44,171)
Surplus/(Deficit)	**408,525**	**170,238**	**396,710**	**170,277**	**(68,357)**	**(4,302)**
CAFÉ						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	(1)	0	(1)
Surplus/(Deficit)	**0**	**0**	**0**	**(1)**	**0**	**(1)**
RETAIL SHOP						
Revenue	654,714	459,842	421,261	402,627	91,012	78,366
Expenditure	(530,625)	(344,410)	(315,976)	(299,256)	(56,116)	(76,584)
Surplus/(Deficit)	**124,089**	**115,432**	**105,285**	**103,371**	**34,896**	**1,782**
HEALTH & FITNESS						
Revenue	1,852,993	1,271,446	1,448,421	1,273,729	246,132	(211,751)
Expenditure	(1,253,778)	(734,536)	(835,433)	(760,329)	(146,758)	(82,238)
Surplus/(Deficit)	**599,215**	**536,910**	**612,988**	**513,400**	**99,374**	**(293,989)**
GROUP FITNESS						
Revenue	662,458	449,301	508,795	454,385	85,082	68,993
Expenditure	(486,333)	(286,201)	(440,786)	(340,848)	(79,807)	(50,502)
Surplus/(Deficit)	**176,125**	**163,100**	**68,009**	**113,537**	**5,275**	**18,491**
AQUAROBICS						
Revenue	259,411	175,997	212,665	179,115	39,582	28,578
Expenditure	(151,668)	(90,560)	(124,584)	(91,238)	(24,250)	501
Surplus/(Deficit)	**107,743**	**85,437**	**88,081**	**87,877**	**15,332**	**29,079**
CRECHE						
Revenue	69,719	45,855	52,578	45,961	8,516	6,794
Expenditure	(327,868)	(191,338)	(189,718)	(157,626)	(35,842)	(18,320)
Surplus/(Deficit)	**(258,149)**	**(145,483)**	**(137,140)**	**(111,665)**	(27,326)	(11,526)
Net Surplus/(Deficit)	**(665,891)**	**3,847**	**47,446**	**(99,526)**	**(136,378)**	**(260,685)**
Less: Depreciation	(1,160,239)	(676,809)	(656,679)	(670,683)	**(114,843)**	(95,558)
Surplus/(Deficit)	**494,348**	**680,656**	**704,125**	**571,157**	**(21,535)**	**(165,127)**

CITY OF VINCENT
NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 31 JANUARY 2023



7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 JANUARY 2023 TO 31 JANUARY 2023

Attachments:
1. **Payments by EFT and Payroll January 23**
2. **Payments by Cheque January 23**
3. **Payments by Direct Debit January 23**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 January 2023 to 31 January 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$6,333,882.22
Cheques	$804.70
Direct debits, including credit cards	$209,786.19
Total payments for January 2023	**$6,544,473.11**

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 January 2023 to 31 January 2023.

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) the power to make payments from the City's Municipal and Trust funds.

In accordance with *Regulation 13(1)* of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

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

DETAILS:

The Schedule of Accounts paid for the period 1 January 2023 to 31 January 2023, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	**2902 – 2909**	$4,306,613.23
Payroll by Direct Credit	**January 2023**	$2,027,268.99
Sub Total		**$6,333,882.22**
Cheques		
Cheques	**82735-82737**	$804.70
Sub Total		**$804.70**
Direct Debits (including Credit Cards)		
Lease Fees		$29,064.29
Loan Repayments		$128,105.56
Bank Charges – CBA		$35,645.28

Credit Cards	$16,971.06
Sub Total	**$209,786.19**
Total Payments	**$6,544,473.11**

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996:*

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

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

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

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

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996:*

"13. Lists of Accounts

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

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

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

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

RISK MANAGEMENT IMPLICATIONS

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

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

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

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

Creditors Report - Payments by EFT and Payroll

01/01/23 to 31/01/23

Date	*Payee*	*Description*	*Amount*
13/01/2023	3 Monkeys Audiovisual Pty Ltd	Microphone repairs - function room	$ 288.75
25/01/2023	A Abednia	Part refund of Beatty Park Leisure Centre fees	$ 308.76
13/01/2023	A Austin	Fitness instructor fees	$ 464.00
25/01/2023	A Balodis	Partial refund of dog registration	$ 75.00
13/01/2023	A Brion	Expense reimbursement - catering for staff rewards and recognition	$ 82.50
13/01/2023	A Fink	Fitness instructor fees	$ 331.60
13/01/2023	A Team Printing	Printing services - BPLC	$ 1,095.60
25/01/2023	AAM Pty Ltd	Full feature survey - Alma Road and Leake Street traffic calming	$ 1,897.50
13/01/2023	Access Plus WA Deaf	Interpreter fees - Auslan story time event	$ 353.02
25/01/2023	Action Logistics (WA) Pty Ltd t/a Action Couriers	Courier services	$ 90.85
25/01/2023	Acurix Networks Pty Ltd	Public Wi Fi service - various locations (Jan 23)	$ 1,419.00
13/01/2023	Advanced Production Engineering	Equipment rental for band - BPLC 60th anniversary event	$ 4,004.00
25/01/2023	Advancetag Pty Ltd	Label supplies - BPLC	$ 192.50
25/01/2023	Alchemy Saunas Pty Ltd	Sauna rental - BPLC	$ 2,860.00
13/01/2023	Alinta Energy	Gas charges - various locations	$ 274.15
25/01/2023	Alinta Energy	Gas charges - various locations	$ 695.20
25/01/2023	Allstate Kerbing and Concrete	Kerbing services - various locations	$ 3,244.34
13/01/2023	Alpha Conveyancing and Settlement Solutions	Rates refund - due to overpayment	$ 151.00
25/01/2023	ALS Library Services Pty Ltd	Book covering service - paperback contacting	$ 1,597.42
13/01/2023	Alsco Pty Ltd	Air freshener supplies	$ 62.59
25/01/2023	Alsco Pty Ltd	Mat supplies - BPLC	$ 673.68
25/01/2023	Amanzi Group Pty Ltd	Merchandise - BPLC	$ 2,581.26
25/01/2023	Amerex Pty Ltd	Refund of infrastructure bond	$ 2,500.00
13/01/2023	Ampol Australia Petroleum Pty Ltd	Fuel and oils	$ 29,034.91
25/01/2023	AMS Technology Group Pty Ltd	Indoor fan motor replacement - BPLC	$ 2,983.62
25/01/2023	AMS Technology Group Pty Ltd	Air conditioning renewal - Loftus Recreation Centre	$ 17,705.05
13/01/2023	Anna Cappelletta	Fitness instructor fees	$ 2,156.00
13/01/2023	APARC	Central management system, Ticketor enforcement, meter maintenance, sensors maintenance, software licensing and credit card test transactions	$ 53,116.33
13/01/2023	APOD Pty Ltd T/As Donovan Payne Architects	Consultation - BPLC change rooms refurbishment	$ 11,315.92
13/01/2023	Aqua Lung Australia Pty Ltd	Merchandise - BPLC	$ 5,987.48
13/01/2023	Aquawellbeing.com	Fitness instructor fees	$ 560.00
25/01/2023	Aquawellbeing.com	Fitness instructor fees	$ 210.00
13/01/2023	ARM Security	Alarm monitoring - various locations	$ 574.51
13/01/2023	Aspect Studios Pty Ltd	Professional fees - preparation of a way finding strategy	$ 3,680.53

Date	*Payee*	*Description*	*Amount*
13/01/2023	Asphaltech Pty Ltd	Asphalt supplies - various locations	$ 389,792.16
13/01/2023	Atom Supply	Supply of straps and frill neck hats - Depot	$ 1,122.77
25/01/2023	Atom Supply	Supply of straps - Depot	$ 73.85
13/01/2023	Auslan Interpreter WA	Interpreting service - BPLC 60th anniversary event	$ 190.00
25/01/2023	Australasian Performing Right Association Ltd	Music licence fees - various halls	$ 1,559.92
13/01/2023	Australia Post	Postage charges	$ 4,880.25
13/01/2023	Australia Post (Agency Commission)	Commission charges	$ 322.39
13/01/2023	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	$ 899.82
25/01/2023	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - YMCA	$ 1,005.40
25/01/2023	Australian Institute of Management	Staff training - internal and external auditor course	$ 1,382.00
16/01/2023	Australian Services Union	Payroll deduction	$ 207.20
20/01/2023	Australian Services Union	Payroll deduction	$ 207.20
16/01/2023	Australian Taxation Office	Payroll deduction	$ 212,012.00
20/01/2023	Australian Taxation Office	Payroll deduction	$ 217,385.00
13/01/2023	Award Contracting	Locating services - various locations	$ 2,717.00
25/01/2023	Award Contracting	Locating services - various locations	$ 836.00
25/01/2023	B Kiem	Rebate for purchase of reusable sanitary products	$ 49.20
13/01/2023	B Knott	Partial refund of dog registration	$ 30.00
13/01/2023	BCITF Building & Construction Industry Training	Levy collection	$ 2,123.11
13/01/2023	BDD Australia Pty Ltd	Milk supplies - BPLC	$ 82.23
25/01/2023	BDD Australia Pty Ltd	Milk supplies - BPLC	$ 74.46
25/01/2023	Bean Bags R Us Pty Ltd	Bean bag covers for outdoor pool area - BPLC	$ 977.00
25/01/2023	Beaufort Street Network Inc.	Event sponsorship - Dogtober and Twilight Christmas market	$ 12,000.00
25/01/2023	Bent Logic	Supply of membership and multi entry cards - BPLC	$ 4,323.00
13/01/2023	Bing Technologies Pty Ltd	Printing, mailing and photocopying services - various departments	$ 1,489.63
25/01/2023	Bing Technologies Pty Ltd	Printing, mailing and photocopying services - various departments	$ 890.43
13/01/2023	Blackwoods	Hardware supplies - Depot	$ 2,263.65
13/01/2023	Blackwoods	Supply of electrolyte drink sticks	$ 2,769.25
25/01/2023	Blackwoods	Hardware supplies - Depot	$ 8.66
25/01/2023	BOC Limited	Medical oxygen supplies and CO2 for beverage - BPLC	$ 149.25
13/01/2023	Boral Construction Materials Group Limited	Concrete supplies	$ 4,966.34
25/01/2023	Boral Construction Materials Group Limited	Concrete supplies	$ 1,671.63
13/01/2023	Boyan Electrical Services	Electrical services - various locations	$ 6,909.48
13/01/2023	Boyan Electrical Services	Remove and replace light poles - Britannia Reserve	$ 9,511.70
13/01/2023	Boyan Electrical Services	Remove and replace consumer pole - Hyde Park	$ 6,050.00
25/01/2023	Boyan Electrical Services	Electrical services - various locations	$ 2,682.35
25/01/2023	Boyan Electrical Services	Supply and install fans and fluorescent tubes - BPLC	$ 7,462.29
25/01/2023	Boyan Electrical Services	Repair and install Christmas tree light decorations - Braithwaite Park	$ 5,992.80
13/01/2023	Bridgestone Australia Ltd	Tyre services	$ 1,059.21

Date	*Payee*	*Description*	*Amount*
13/01/2023	Briskleen Supplies Pty Ltd	Toiletry and cleaning products - BPLC	$ 2,339.89
25/01/2023	Briskleen Supplies Pty Ltd	Toiletry and cleaning products and sanipod service - BPLC	$ 4,693.77
13/01/2023	Bucher Municipal Pty Ltd	Plant repairs and maintenance	$ 2,251.83
25/01/2023	Bucher Municipal Pty Ltd	Supply of sweeper truck	$ 423,500.00
13/01/2023	Building Corporation WA Pty Ltd TA Giorgi	Refund of infrastructure bond	$ 2,000.00
13/01/2023	Built In Electrical Services	Installation of banner pole - Fitzgerald Street	$ 16,492.05
13/01/2023	Bunnings Trade	Hardware supplies - various departments	$ 1,921.75
25/01/2023	Bunnings Trade	Hardware supplies - various departments	$ 418.68
13/01/2023	Buss Group	Repairs to water ingress at the southern side of the grandstand - BPLC (progress claim four)	$ 90,015.72
13/01/2023	C Beasley	Fitness instructor fees	$ 620.00
25/01/2023	C Della Primavera	Expense reimbursement - court fees	$ 162.50
25/01/2023	C E Armstrong	Refund of infrastructure bond	$ 500.00
25/01/2023	C Kosick	Expense reimbursement - various supplies for BPLC events	$ 102.72
25/01/2023	C Stocker	Part refund of Beatty Park Leisure Centre fees	$ 401.11
25/01/2023	Capital Recycling	Demolition of dividing wall - 28 Alma Road	$ 3,410.00
13/01/2023	ChargeFox Pty Ltd	Management fee for electric vehicle charging stations	$ 924.00
13/01/2023	Charmaine Amanda Magness	Fitness instructor fees	$ 1,160.00
13/01/2023	Choiceone Pty Ltd	Temporary staff - Parks	$ 7,257.63
25/01/2023	Choiceone Pty Ltd	Temporary staff - Parks	$ 14,794.91
25/01/2023	City Of Perth	BA archive retrievals	$ 142.58
13/01/2023	City of South Perth	Long service liability	$ 7,182.59
13/01/2023	City of South Perth	Animal care facility 2022/23	$ 1,650.00
13/01/2023	City of South Perth	Dog and cat impound fees	$ 2,276.04
13/01/2023	City of Stirling	Mixed waste tipping fees - Nov 22	$ 1,318.30
13/01/2023	City of Stirling	Long service liability	$ 21,690.97
13/01/2023	City of Stirling	Meals on Wheels - Oct 22	$ 480.18
25/01/2023	City of Stirling	Mixed waste tipping fees - Dec 22	$ 759.10
16/01/2023	City of Vincent	Payroll deduction - staff contributions to vehicles	$ 852.16
20/01/2023	City of Vincent	Payroll deduction - staff contributions to vehicles	$ 692.38
16/01/2023	City of Vincent Staff Social Club	Payroll deduction	$ 510.00
20/01/2023	City of Vincent Staff Social Club	Payroll deduction	$ 486.00
13/01/2023	City Of Wanneroo	Annual membership - Recycle right 2022/23	$ 2,255.00
13/01/2023	Civica Pty Limited	Business process alignment consultancy	$ 10,208.00
13/01/2023	Civica Pty Limited	Payroll on demand subscription and support	$ 1,386.00
25/01/2023	Civica Pty Limited	Authority prepaid support	$ 19,800.00
13/01/2023	Cleanaway	Recycling contract - November 22	$ 109,532.58
25/01/2023	Cleanaway	Recycling contract - December 22	$ 110,714.64
25/01/2023	Cleanaway	Customer service centre - November 22	$ 1,832.60

Date	*Payee*	*Description*	*Amount*
25/01/2023	CMJ Australia	Merchandise - BPLC	$ 2,946.00
25/01/2023	Coates Hire Operations Pty Ltd	Plant hire - Depot	$ 107.12
13/01/2023	Commercial Aquatics Australia	Pool equipment maintenance - BPLC	$ 575.03
25/01/2023	Commercial Aquatics Australia	Pool equipment maintenance and water treatment - BPLC	$ 803.00
13/01/2023	Commercial Netmakers	Supply and install goal nets - Loftus Recreation Centre	$ 445.00
13/01/2023	Compu-Stor	Records digitisation and off-site storage	$ 237.67
25/01/2023	Connect Call Centre Services	After hours calls service - December 22	$ 2,100.56
13/01/2023	Constable Care Child Safety Foundation (Inc)	Community partnership MOU agreement 2022/23	$ 11,550.00
13/01/2023	Construct360 Pty Ltd	Refund of infrastructure bond	$ 3,000.00
13/01/2023	Contraflow Pty Ltd	Traffic management services - various locations	$ 63,299.23
25/01/2023	Contraflow Pty Ltd	Traffic management services - various locations	$ 27,119.20
13/01/2023	Cr A Castle	Council meeting fee	$ 1,984.25
13/01/2023	Cr Ashley Wallace	Council meeting fee	$ 1,984.25
13/01/2023	Cr D Loden	Council meeting fee	$ 1,984.25
13/01/2023	Cr J Hallett	Council meeting fee	$ 1,984.25
13/01/2023	Cr Ron Alexander	Council meeting fee	$ 1,984.25
13/01/2023	Cr Ross Ioppolo	Council meeting fee	$ 1,984.25
13/01/2023	Cr S Gontaszewski	Council meeting fee	$ 3,337.12
13/01/2023	Cr Suzanne Worner	Council meeting fee	$ 1,984.25
13/01/2023	Credit Clear Pty Ltd	Debt recovery services	$ 4,331.15
13/01/2023	CSE Crosscom Pty Ltd	Fit 2 way radio into City vehicle	$ 460.79
13/01/2023	CSE Crosscom Pty Ltd	Software and network access for hand held radios	$ 6,688.00
25/01/2023	Culture Counts (Australia) Pty Ltd	Events feedback report 2022/23	$ 4,400.00
25/01/2023	D Dama	Fitness instructor fees	$ 116.00
25/01/2023	Daly & Shaw Building Pty Ltd	Refund of infrastructure bond	$ 5,000.00
25/01/2023	Daniela Toffali	Fitness instructor fees	$ 780.00
25/01/2023	Department of Mines, Industry Regulation and Safety	Building services levy collection	$ 9,857.51
13/01/2023	Department of Planning Lands and Heritage	Amended DAP fees	$ 10,486.00
25/01/2023	Department of Planning Lands and Heritage	Amended DAP fees	$ 10,817.00
16/01/2023	Department of Social Services	Payroll deduction	$ 818.42
20/01/2023	Department of Social Services	Payroll deduction	$ 818.42
13/01/2023	Department of Transport	Vehicle ownership searches - November 22	$ 3,977.80
25/01/2023	Department of Transport	Vehicle ownership searches - December 22	$ 2,488.70
13/01/2023	Designer Christmas	Christmas trees and decorations hire - BPLC	$ 3,740.00
13/01/2023	Devco Builders	Maintenance and repairs - various locations	$ 41,212.42
13/01/2023	Devco Builders	Limestone capping to block wall - Beatty Park Reserve	$ 11,385.00
13/01/2023	Devco Builders	Supply and install covered walkway - Depot	$ 9,740.50
13/01/2023	Devco Builders	Supply and install inline exhaust fans - BPLC	$ 5,550.08
13/01/2023	Devco Builders	Plant room flooring repairs - BPLC	$ 7,291.97

Date	*Payee*	*Description*	*Amount*
13/01/2023	Devco Builders	Fabricate and install table storage frames - various locations	$ 11,605.00
13/01/2023	Devco Builders	Supply and install roller shutter door - North Perth Community Centre	$ 9,570.00
13/01/2023	Devco Builders	Supply and vertical blinds - North Perth Community Centre	$ 10,549.00
25/01/2023	Devco Builders	Maintenance and repairs - various locations	$ 29,309.10
25/01/2023	Devco Builders	Supply and install glass partition wall - Admin	$ 7,504.79
25/01/2023	Devco Builders	Remove graffiti - Leederville skate park	$ 6,545.00
13/01/2023	Dial-A-Nappy	Merchandise - BPLC	$ 825.00
13/01/2023	Direct Coffee Supplies Pty Ltd	Repairs to coffee machine - Library	$ 635.20
13/01/2023	Discus Digital Print	Supply of various floor stickers - BPLC	$ 105.60
25/01/2023	Discus Digital Print	Supply of gym wallpaper - BPLC	$ 2,135.66
13/01/2023	Diversity Sustainable Development Consultants	Water audits - various City buildings (final payment)	$ 1,650.00
13/01/2023	E Avent	Refund of parking permit	$ 210.00
25/01/2023	E Bentley	Expense reimbursement - online fitness training	$ 197.00
25/01/2023	E J Hodge	Refund of infrastructure bond	$ 3,000.00
20/01/2023	Easi Group	Payroll deduction	$ 564.59
25/01/2023	East Perth Football Club (Inc)	Payment of bond - 2022/23 festival funding	$ 1,100.00
25/01/2023	Edge Transport Solutions Pty Ltd	Road safety audit - Green, Merredin and Tyler Street	$ 5,445.00
25/01/2023	Eftsure Pty Ltd	Annual software subscription	$ 10,810.80
25/01/2023	Elite Compliance Pty Ltd	Design services - North Perth Bowling Club	$ 5,434.00
13/01/2023	Enviroblast Cannington	Pressure cleaning services	$ 1,663.50
13/01/2023	Envirodry Towels	Supply of disposable gym towels - BPLC	$ 350.24
13/01/2023	Ergolink	Ergonomic supplies - left hand mouse	$ 197.00
25/01/2023	Exteria	Supply of park benches and picnic shelter	$ 13,304.50
25/01/2023	F Chen	Rebate for purchase of reusable sanitary products	$ 31.06
13/01/2023	F Mays	Partial refund of dog registration	$ 30.00
13/01/2023	F Niven	Reimbursement for payment of lost library book, now found	$ 42.90
25/01/2023	Farinosi & Sons Pty Ltd	Hardware supplies	$ 87.40
13/01/2023	Fisheye Pty Ltd	Professional fee - footage of 1962 Commonwealth Games	$ 1,681.63
25/01/2023	Fitzgerald Photo Imaging	Framing of King Charles photo for Citizenship ceremony	$ 151.00
13/01/2023	Flexi Staff Group Pty Ltd	Temporary staff - various departments	$ 51,756.62
13/01/2023	Flick Anticimex Pty Ltd	Pest control services - various locations	$ 3,890.62
13/01/2023	Floreat Athena Soccer Club Inc	Bond refund - New Year's Eve on the Pitch 2022	$ 2,200.00
13/01/2023	Focus Networks	Manage corporate WiFi, firewall and network	$ 31,122.86
25/01/2023	Focus Networks	Manage corporate WiFi, firewall and network	$ 27,008.52
25/01/2023	G Condipodero	Part refund of Beatty Park Leisure Centre fees	$ 59.50
13/01/2023	G G Ronan	Rates refund - due to overpayment	$ 428.51
25/01/2023	G H Christie	Partial refund of dog registration	$ 30.00
13/01/2023	G L Travers	Partial refund of dog registration	$ 150.00
13/01/2023	GHD Pty Ltd	Peer review of transport impact assessment - Newcastle Street	$ 3,940.20

Date	*Payee*	*Description*	*Amount*
13/01/2023	Greenwood Party Hire	Hire of linen - Seniors Christmas lunch 2022	$ 280.00
13/01/2023	Gymcare	Gym equipment repairs & maintenance - BPLC	$ 335.17
13/01/2023	H Holliday	Rates refund - due to overpayment	$ 1,359.61
13/01/2023	Hans Andresen	Christmas banner installation - various locations	$ 1,925.00
13/01/2023	Harvey Norman CityWest	Supply of fridge - BPLC	$ 548.00
16/01/2023	Health Insurance Fund of WA	Payroll deduction	$ 185.30
20/01/2023	Health Insurance Fund of WA	Payroll deduction	$ 185.30
13/01/2023	Heavy Automatics Pty Ltd - WA	Plant repairs and maintenance	$ 984.50
13/01/2023	Hempel (Wattyl) Australia Pty Ltd	Supply of paint	$ 234.53
25/01/2023	Holcim (Australia) Pty Ltd	Concrete supplies	$ 1,465.75
13/01/2023	Hoseright	Plant repairs and maintenance	$ 802.60
25/01/2023	Hoseright	Plant repairs and maintenance	$ 313.67
25/01/2023	I Robertson	Expense reimbursement - first aid supplies for BPLC	$ 178.76
13/01/2023	Imagesource Digital Solutions	Printing services - BPLC	$ 544.50
13/01/2023	Initial Hygiene	Sharps disposal services - December 22	$ 700.04
25/01/2023	Initial Hygiene	Sharps disposal services - January 23	$ 700.04
25/01/2023	Investors Edge Real Estate	Rates refund - due to overpayment	$ 442.31
25/01/2023	J Chung	Fitness instructor fees	$ 174.00
13/01/2023	J Esterman	Rebate for purchase of reusable sanitary products	$ 36.98
25/01/2023	J L Giuffre	Rates refund - due to overpayment	$ 403.03
13/01/2023	J McPhee	Fitness instructor fees	$ 434.00
13/01/2023	J P Marsland	Fitness instructor fees	$ 232.00
25/01/2023	J P Marsland	Fitness instructor fees	$ 348.00
25/01/2023	Jackson McDonald	Legal services - local law reviews (animals and parking)	$ 8,426.55
13/01/2023	Janet Verburg	Fitness instructor fees	$ 296.00
13/01/2023	JBA Surveys	Feature surveys - various black spot locations	$ 8,800.00
13/01/2023	K McCummiskey	Fitness instructor fees	$ 397.88
13/01/2023	K Roach	Fitness instructor fees	$ 56.84
13/01/2023	K Smith	Fitness instructor fees	$ 1,044.00
25/01/2023	Karri Real Estate	Parking revenue distribution - October to December 22	$ 40,967.67
13/01/2023	Kleen West Distributors	Cleaning supplies	$ 336.60
25/01/2023	Kleenheat Gas	Forklift gas supplies - Depot	$ 118.45
13/01/2023	L Cole	Expense reimbursement - catering for staff rewards and recognition	$ 149.50
25/01/2023	L Formentin	Expense reimbursement - catering for film project meet and greet	$ 342.00
13/01/2023	L J Edenburg	Partial refund of dog registration	$ 100.00
16/01/2023	L.G.R.C.E.U.	Payroll deduction	$ 22.00
20/01/2023	L.G.R.C.E.U.	Payroll deduction	$ 22.00
13/01/2023	Landgate	Gross rental valuations for interims	$ 581.91
25/01/2023	Landgate	Land enquiries	$ 141.00

Date	*Payee*	*Description*	*Amount*
25/01/2023	Landmark Products Pty Ltd	Design and construction - Banks Reserve public toilets (20% claim)	$ 36,603.60
13/01/2023	Leederville Cameras	Printing services - various departments	$ 42.50
25/01/2023	Leederville Gardens Inc	Rates refund - due to overpayment	$ 5,889.12
13/01/2023	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	$ 27,621.00
25/01/2023	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	$ 74,745.00
13/01/2023	Les Mills Asia Pacific	Licence fees for fitness classes	$ 1,738.18
13/01/2023	LGISWA	Performance based adjustment for period 30.6.18 - 30.6.19	$ 56,499.30
13/01/2023	LGISWA	Performance based adjustment for period 30.6.19 - 30.6.20	$ 185,918.70
13/01/2023	Lions Club of Floreat (Inc)	Mini Christmas cakes - Seniors Christmas lunch 2022	$ 160.00
13/01/2023	Living Proud Incorporated	Short talk for Pride month	$ 220.00
13/01/2023	Lloyd George Acoustics Pty Ltd	Noise management plan - COV waste department	$ 1,056.00
13/01/2023	M A Flett	Partial refund of dog registration	$ 150.00
13/01/2023	M A Rees	Rates refund - due to overpayment	$ 553.25
25/01/2023	M Bhuiyan	Expense reimbursement - Leadership principles online course	$ 2,541.37
13/01/2023	M G Jajko	Fitness instructor fees	$ 116.00
25/01/2023	M G Jajko	Fitness instructor fees	$ 174.00
13/01/2023	M Harrison	Refund of infrastructure bond	$ 5,000.00
13/01/2023	M Slater	Fitness instructor fees	$ 120.58
25/01/2023	M Slater	Fitness instructor fees	$ 60.29
13/01/2023	Majestic Plumbing Pty Ltd	Plumbing services - various locations	$ 11,321.41
25/01/2023	Majestic Plumbing Pty Ltd	Plumbing services - various locations	$ 858.00
13/01/2023	Major Motors Pty Ltd	Truck repairs and maintenance	$ 3,279.57
13/01/2023	Manheim Pty Ltd	Relocation and sale of abandoned vehicle	$ 236.50
25/01/2023	Margaret River Agencies	Soft beverage supplies for Council meetings	$ 102.00
13/01/2023	Marketforce Pty Ltd	Advertising services - various departments	$ 1,320.00
13/01/2023	Massey's Herd	Milk supplies - Depot	$ 332.80
25/01/2023	Massey's Herd	Milk supplies - Depot	$ 280.80
13/01/2023	Max Wax Auto Detailing	Vehicle detailing service	$ 148.50
13/01/2023	Mayor E Cole	Council meeting fee	$ 8,072.16
25/01/2023	Mayor E Cole	Partial refund of dog registration	$ 92.65
25/01/2023	McGees Property	Market rental valuation - North Perth Community Centre	$ 1,650.00
13/01/2023	McLeods Barristers & Solicitors	Legal services - health and compliance matters	$ 6,414.65
13/01/2023	McLeods Barristers & Solicitors	Annual audit letter 2022	$ 187.00
25/01/2023	MessageMedia	SMS integrating for Phoenix	$ 182.99
25/01/2023	Messages on Hold	'On hold' equipment and programming	$ 456.06
13/01/2023	Mindarie Regional Council	Reimbursement of administration expenses - December 22	$ 32,234.12
13/01/2023	Mindarie Regional Council	Processable and non processable waste	$ 76,290.66
25/01/2023	Mindarie Regional Council	Processable and non processable waste	$ 24,826.24
13/01/2023	Minter Ellison	Legal services - contract and policy review	$ 13,926.55

Date	*Payee*	*Description*	*Amount*
13/01/2023	MK Building Solutions Pty Ltd	Refund of infrastructure bond	$ 5,000.00
13/01/2023	Mozeek Promotions	Marketing services - 'Smoke free' campaign	$ 15,367.00
13/01/2023	Mr Potato Leederville	Refund of infrastructure bond	$ 1,000.00
13/01/2023	Mt Lawley Bowling Club Inc	Staff Christmas party 2022	$ 3,975.00
13/01/2023	My Best Friend Veterinary Centre	Vet services - December 22	$ 1,694.33
13/01/2023	My Homes WA Pty Ltd	Refund of infrastructure bond	$ 3,000.00
13/01/2023	My Media Intelligence Pty Ltd	Copyright charges for press articles - October to December 22	$ 1,175.35
13/01/2023	N A Vrachnas	Fitness instructor fees	$ 348.00
25/01/2023	N A Vrachnas	Fitness instructor fees	$ 58.00
13/01/2023	N Kumar	Distribution services - postcards for Leederville Village Square	$ 99.00
13/01/2023	N R Stoffers	Open Streets grant - Gill Street get together	$ 215.00
25/01/2023	Natale Group Australia Pty Ltd	Security services - BPLC	$ 3,949.57
13/01/2023	Natural Area Holdings Pty Ltd	Weed control - Gill Street car park	$ 1,496.00
25/01/2023	Nexus Home Improvements	Refund of infrastructure bond	$ 9,000.00
13/01/2023	Nicholas Jolly & Associates	Fitness instructor fees	$ 255.20
13/01/2023	Nightlife Music Pty Ltd	Crowd DJ - BPLC (January 23)	$ 417.94
25/01/2023	Node1 Internet	Fixed wireless internet charges	$ 119.00
13/01/2023	North Perth Community Garden	Community funding - for shed shelving	$ 375.00
13/01/2023	North Perth Cricket Club	Reimbursement - emergency plumbing at Charles Veryard Reserve	$ 1,584.00
25/01/2023	Northsands Resources	Sand supplies	$ 874.47
25/01/2023	O Donaghey	Part refund of Beatty Park Leisure Centre fees	$ 62.66
13/01/2023	Officeworks Ltd	Office supplies and consumables	$ 1,109.98
25/01/2023	Officeworks Ltd	Office supplies and consumables	$ 261.97
13/01/2023	OPAM Consulting	Odour consultancy - 212-214 Lake Street	$ 1,644.50
13/01/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	CRM pilot licensing - January 23	$ 2,818.20
13/01/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	Consultancy services - November 22	$ 17,146.25
25/01/2023	Osborne Park Volkswagen	Vehicle service and repairs	$ 431.00
13/01/2023	OSHgroup Pty Ltd	Employee medical assessment	$ 408.69
13/01/2023	Otium Planning Group Pty Ltd	Presentation to Council - Leederville Oval master plan	$ 858.00
25/01/2023	P Hanson	Refund of infrastructure bond	$ 7,350.00
13/01/2023	P M Loh	Refund of parking permit	$ 210.00
25/01/2023	P McVey	Partial refund of dog registration	$ 150.00
13/01/2023	P Tran	Fitness instructor fees	$ 580.00
13/01/2023	P W Sandow	Partial refund of dog registration	$ 150.00
25/01/2023	Paint & Gather	Vintage sign making workshop - Library	$ 360.00
13/01/2023	Paxon Business & Financial Services	Internal audit - Procurement and contract management	$ 4,752.00
25/01/2023	PeopleSense by Altius	Counselling services	$ 1,532.30
25/01/2023	Perennial One Pty Ltd ATF Perennial One Unit Trust	Refund of infrastructure bond	$ 4,000.00
13/01/2023	Perth International Jazz Festival Inc.	Sponsorship - Jazz picnic in the park 2023	$ 22,000.00

Date	*Payee*	*Description*	*Amount*
25/01/2023	Perth Property Management	Rates refund - due to overpayment	$ 380.18
25/01/2023	Perth Sail Shades & Umbrellas	Install shades for summer period - BPLC	$ 434.50
13/01/2023	Pets Meat Suppliers	Pet food supplies	$ 200.00
13/01/2023	Pirtek Malaga	Plant repairs and maintenance	$ 403.51
13/01/2023	Pixelcase Group Pty Ltd	Licence plate parking enforcement (two months)	$ 4,800.24
25/01/2023	Pixelcase Group Pty Ltd	Licence plate parking enforcement (one month)	$ 2,400.12
13/01/2023	PJA Holdings (Australia) Pty Ltd	Vincent safer speeds evaluation report	$ 1,100.00
13/01/2023	Playground Centre	Supply of pop up play ninja wall - Edinboro Reserve (balance)	$ 1,337.60
13/01/2023	Print and Sign Co	Printing services - various departments	$ 1,932.48
25/01/2023	Print and Sign Co	Printing services - various departments	$ 3,561.14
13/01/2023	Pro Turf Services	Plant repairs and maintenance	$ 5,953.86
25/01/2023	Pro Turf Services	Plant repairs and maintenance	$ 3,864.63
13/01/2023	Professional Tree Surgeons	Tree pruning and removal services - various locations	$ 33,152.75
13/01/2023	Profounder Turfmaster Pty Ltd	Turf maintenance - Leederville Oval	$ 5,555.00
25/01/2023	Profounder Turfmaster Pty Ltd	Turf maintenance - various locations	$ 47,745.04
13/01/2023	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	$ 1,823.25
25/01/2023	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	$ 492.25
13/01/2023	Qualtrics, LLC	Customer experience surveys annual subscription	$ 16,260.30
13/01/2023	QuickMail	Printing and distribution - Seniors flyers	$ 2,021.36
25/01/2023	R A White	Partial refund of dog registration	$ 150.00
25/01/2023	R C Gulvin	Refund of infrastructure bond	$ 1,000.00
13/01/2023	R Freitas	Fitness instructor fees	$ 300.00
25/01/2023	R Freitas	Fitness instructor fees	$ 180.00
25/01/2023	R M Piller	Refund of infrastructure bond	$ 275.00
13/01/2023	Rada & Neso Services	Cleaning services - BPLC (December 22)	$ 11,000.00
13/01/2023	Raymond Lesley Espinos	Fitness instructor fees	$ 795.76
13/01/2023	Rebecca Mathias	Fitness instructor fees	$ 220.00
25/01/2023	Regents Commercial	Variable outgoings - Barlee Street car park	$ 290.28
13/01/2023	Renew Property Maintenance	Clearing rights of way, firebreak clearing and tipping fees - various locations	$ 39,481.75
13/01/2023	Repco	Auto part supplies	$ 56.08
13/01/2023	Ricciardello Nominees Pty Ltd	Refund of infrastructure bond	$ 2,000.00
25/01/2023	Ricciardello Nominees Pty Ltd	Refund of infrastructure bond	$ 275.00
25/01/2023	Richard Harrison	Bee removal services - various locations	$ 750.00
25/01/2023	Richgro Garden Products	Supply of fertiliser	$ 468.60
25/01/2023	Risk Management Technologies Pty Ltd	Annual licence - ChemAlert	$ 3,639.90
25/01/2023	Rosemount Hotel	Parking revenue distribution - October to December 22	$ 37,879.05
13/01/2023	Rosevale Fire & Electrical	Installation of new cabinet for bore/meter enclosure (progress claim)	$ 14,740.00
13/01/2023	Ross Realty	Rates refund - due to overpayment	$ 382.70
25/01/2023	Ross Realty	Rates refund - due to overpayment	$ 382.70

Date	*Payee*	*Description*	*Amount*
13/01/2023	RPG Auto Electrics	Plant repairs and maintenance	$ 1,569.54
25/01/2023	RPG Auto Electrics	Plant repairs and maintenance	$ 737.22
13/01/2023	RTRfm 92.1	Festival and event sponsorship - Neon Picnic 2023	$ 8,800.00
13/01/2023	Rubek Automatic Doors	Bi-annual service of auto doors - various locations	$ 2,717.33
13/01/2023	S and RC Saddick	Rates refund - due to overpayment	$ 1,223.00
13/01/2023	S Baccala	Partial refund of dog registration	$ 150.00
13/01/2023	S Patchett	Fitness instructor fees	$ 675.00
13/01/2023	S Smart	Fitness instructor fees	$ 174.00
25/01/2023	S Smart	Fitness instructor fees	$ 58.00
13/01/2023	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	$ 1,383.80
25/01/2023	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	$ 319.00
13/01/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$ 650.00
25/01/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$ 1,140.00
25/01/2023	SAS Locksmiths	Key cutting and lock maintenance service - various locations	$ 1,726.47
13/01/2023	Securus	Security services - Britannia Res Pavilion	$ 225.83
25/01/2023	Securus	Security services - Admin	$ 205.00
13/01/2023	Seek Limited	Job advertisements	$ 715.54
13/01/2023	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (part Nov/Dec 22)	$ 29,701.14
25/01/2023	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (part Dec 22)	$ 23,969.38
13/01/2023	Shaaron Taylor	Fitness instructor fees	$ 70.00
13/01/2023	Shape Urban Pty Ltd	Facilitation of West Perth visioning study	$ 3,300.00
13/01/2023	Sifting Sands	Sand cleaning services - various locations	$ 4,527.18
13/01/2023	Sigma Chemicals	Pool chemicals - BPLC	$ 5,262.24
25/01/2023	Sigma Chemicals	Pool chemicals - BPLC	$ 4,167.74
13/01/2023	Silvia Iurato	Fitness instructor fees	$ 455.00
25/01/2023	Silvia Iurato	Fitness instructor fees	$ 325.00
25/01/2023	Solo Resource Recovery	Pressure cleaning services - various locations	$ 17,770.23
13/01/2023	Soundtown	Service to PA system - BPLC	$ 209.00
13/01/2023	Speedo Australia Pty Ltd	Merchandise - BPLC	$ 19,786.42
25/01/2023	Speedo Australia Pty Ltd	Merchandise - BPLC	$ 9,477.05
13/01/2023	Sportsworld Of WA	Merchandise - BPLC	$ 16,811.85
25/01/2023	Sportsworld Of WA	Merchandise - BPLC	$ 6,725.95
13/01/2023	Stantec Australia Pty Ltd	Consultancy - Safe active streets (progress claim)	$ 5,390.00
25/01/2023	Stantons International	Probity services - Leederville structure plan	$ 4,006.75
13/01/2023	Stephen Carrick Architects Pty Ltd	Heritage advice - various locations	$ 1,320.00
13/01/2023	Stott Hoare	Supply of computers and accessories	$ 9,406.10
13/01/2023	StrataGreen	Garden equipment supplies	$ 498.96
25/01/2023	StrataGreen	Garden equipment supplies	$ 265.50
13/01/2023	Sun Bum Australia Pty Ltd	Merchandise - BPLC	$ 3,026.66

Date	*Payee*	*Description*	*Amount*
09/01/2023	SuperChoice Services Pty Ltd	Superannuation	$ 452.35
13/01/2023	Swan Taxis Pty Ltd	Taxi vouchers-Seniors transport assistance program	$ 2,100.00
13/01/2023	Swing Zing	Refund of hall bond	$ 400.00
13/01/2023	Synergy	Electricity and gas charges - various locations	$ 129,786.04
25/01/2023	Synergy	Electricity and gas charges - various locations	$ 36,470.78
13/01/2023	T A Denham	Open Streets grant funding - Dunedin Street event	$ 125.00
13/01/2023	T Furukawa	Reimbursement for payment of lost library book, now found	$ 17.60
13/01/2023	Talis Consultants Pty Ltd - ATF Talis Unit Trust	Consultancy - Road and footpath assessment	$ 26,400.00
25/01/2023	Talis Consultants Pty Ltd - ATF Talis Unit Trust	Consultancy - Road and footpath assessment	$ 13,200.00
25/01/2023	Tamala Park Regional Council	GST for sale of land - December 22	$ 7,776.66
13/01/2023	Tangibility Pty Ltd	Supply of drink bottles - BPLC	$ 1,061.50
13/01/2023	Technology One Ltd	GIS consulting services	$ 6,468.00
13/01/2023	Techworks Electrical Pty Ltd	Electrical sub switchboard replacement - BPLC (progress claim)	$ 16,115.00
13/01/2023	Teena Smith	Fitness instructor fees	$ 750.00
25/01/2023	Teena Smith	Fitness instructor fees	$ 300.00
13/01/2023	The BBQ Man	BBQ, outdoor artwork & pressure cleaning services - various locations (Dec 22)	$ 5,780.22
13/01/2023	The de Mol Group of Companies Pty Ltd ATFT DGC Trust t/as TDGC	Electricity reimbursement for CCTV equipment usage	$ 33.00
13/01/2023	The Duane Location IQ Pty Ltd	Peer review - Fitzgerald Street district centre	$ 7,480.00
13/01/2023	The Good Grocer Leederville IGA	Catering for City event - workshop	$ 190.00
25/01/2023	The Good Grocer Leederville IGA	Catering for City events - workshops	$ 730.00
13/01/2023	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain (December 22)	$ 1,020.53
13/01/2023	The Royal Life Saving Society Western Australia Inc	Maintenance - Hyde Park water playground (December 22)	$ 6,148.54
13/01/2023	The Royal Life Saving Society Western Australia Inc	Staff training - requalification for pool lifeguards (BPLC)	$ 1,272.00
13/01/2023	The Royal Life Saving Society Western Australia Inc	Watch around water wristbands - BPLC	$ 792.00
25/01/2023	Thomson Reuters (Professional) Australia Ltd	E-recruitment annual licence	$ 15,561.27
13/01/2023	TII Australia Pty Ltd	Perform firmware update to irrigation site controller modem	$ 145.20
25/01/2023	TII Australia Pty Ltd	Perform firmware update to irrigation site controller modem	$ 96.80
13/01/2023	TJ Depiazzi & Sons	Supply of mulch	$ 8,299.44
13/01/2023	Tom Lawton - Bobcat Hire	Bobcat hire	$ 11,091.30
25/01/2023	Tom Lawton - Bobcat Hire	Bobcat hire	$ 2,964.50
13/01/2023	Total Eden Pty Ltd	Reticulation supplies	$ 153.87
13/01/2023	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	$ 1,198.85
25/01/2023	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	$ 263.24
25/01/2023	Transformations Australia	Refund of infrastructure bond	$ 3,000.00
13/01/2023	Tree Amigos	Street trees and parks pruning/removal - various locations	$ 10,022.10
13/01/2023	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	$ 2,991.56
13/01/2023	Tyrepower Osborne Park	Tyre replacements and maintenance	$ 600.00
13/01/2023	Tyres4U Pty Ltd	Tyre replacements and maintenance	$ 2,217.16

Date	*Payee*	*Description*	*Amount*
25/01/2023	Unicare Health	Disability hoist repairs - BPLC	$ 396.00
13/01/2023	Unita (Aus) Pty Ltd	Refund of infrastructure bond	$ 3,000.00
13/01/2023	United Way WA Inc	Community donation - garden refurbishment project	$ 500.00
13/01/2023	Universal Diggers	Plant hire - Depot	$ 7,233.05
25/01/2023	Universal Diggers	Plant hire - Depot	$ 6,408.60
25/01/2023	Veolia Recycling & Recovery Pty Ltd	Waste collection - BPLC (December 22)	$ 2,315.17
13/01/2023	Visual Inspirations Australia Pty Ltd	Dismantle and store - 2022 Christmas decorations	$ 39,497.70
25/01/2023	W.A. Hino Sales & Service	Plant repairs and maintenance	$ 7,727.10
25/01/2023	WA Library Supplies	Library supplies - label and bar code protectors	$ 94.90
13/01/2023	WALGA	Staff training - introduction to Local Government	$ 242.00
13/01/2023	WALGA	Reimbursement of unspent funds - Beaufort Street tree planting	$ 12,181.73
13/01/2023	Wanneroo Patios	Partial refund of planning application fee	$ 74.00
13/01/2023	Water Corporation	Water charges - various locations	$ 1,886.89
25/01/2023	Water Corporation	Water charges - various locations	$ 48,170.86
13/01/2023	WC Convenience Management Pty Ltd	Maintenance of exeloos - various locations (November and December 22)	$ 8,591.74
13/01/2023	Welshpool Fiat Professional	Vehicle service and repairs	$ 2,122.75
25/01/2023	West Coast Profilers Pty Ltd	Profiling services - various locations	$ 38,800.96
13/01/2023	Western Irrigation Pty Ltd	Reticulation repairs and maintenance	$ 4,921.43
25/01/2023	Western Irrigation Pty Ltd	Reticulation repairs and maintenance	$ 2,671.75
13/01/2023	Western Metropolitan Regional Council	Processing FOGO waste - December 22	$ 51,770.68
13/01/2023	Western Metropolitan Regional Council	Verge waste collection and processing - November 22	$ 27,852.80
25/01/2023	Western Metropolitan Regional Council	Verge waste collection and processing - December 22	$ 36,515.32
13/01/2023	Western Power	Vegetation clearing - various locations	$ 4,016.11
25/01/2023	Western Power	Design fee for power reconnection - Haynes Street development	$ 1,320.00
13/01/2023	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Recreation Centre (November 22)	$ 216.70
25/01/2023	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Recreation Centre (January 23)	$ 216.70
13/01/2023	West-Sure Group Pty Ltd	Cash collection services BPLC Dec 22	$ 355.14
25/01/2023	West-Sure Group Pty Ltd	Cash collection services - parking	$ 2,564.60
25/01/2023	Wilson Security	Cash collection services - various locations	$ 71.50
13/01/2023	Winc Australia Pty Ltd	Office supplies and consumables	$ 185.70
25/01/2023	Winc Australia Pty Ltd	Office supplies and consumables	$ 864.05
25/01/2023	Woodlands Distributors Pty Ltd	Supply of compostable dog waste bags	$ 8,537.76
13/01/2023	Work Metrics Pty Ltd	Online inductions - HR	$ 110.00
13/01/2023	Workwear Group Pty Ltd	Uniform supplies - Library	$ 199.29
13/01/2023	Worldwide East Perth	Printing services - various departments	$ 3,388.00
25/01/2023	Worldwide East Perth	Printing services - various departments	$ 132.00
13/01/2023	Wow Wipes	Supply of anti bacterial wipes - BPLC	$ 1,331.00
13/01/2023	YogaNut	Fitness instructor fees	$ 126.00
13/01/2023	Yolande Gomez	Fitness instructor fees	$ 1,539.00

Date	***Payee***	***Description***	***Amount***
13/01/2023	Yonga Solutions Pty Ltd	Printing services - Innovate RAP plans	$ 1,210.00
13/01/2023	Your Licence Pty Ltd	Staff training - dangerous goods awareness course	$ 37.00
25/01/2023	Youth Affairs Council Of WA	Annual membership 2022/23	$ 299.99
13/01/2023	Zenien	CCTV upgrade, maintenance and support - Beaufort Street	$ 2,827.77
			$ 4,306,613.23
Payroll			
03/01/23	Pay 14		$ 663,704.84
17/01/23	Pay 15		$ 688,423.02
31/01/23	Pay 16		$ 675,141.13
Total Payroll			**$ 2,027,268.99**
Total Payments			**$ 6,333,882.22**

Creditors Report - Payments by Cheque				
01/01/23 to 31/01/23				
Creditor	***Date***	***Payee***	***Description***	***Amount***
00082735	17/01/2023	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	$ 267.20
00082736	24/01/2023	Petty Cash - CEO	Petty cash recoup	$ 196.50
00082737	25/01/2023	Petty Cash - Finance	Petty cash recoup	$ 341.00
Total Nett Cheque Payments				**$ 804.70**

Creditors Report - Payments by Direct Debit				
01/01/23 to 31/01/23				
Credit Card Transactions for the Period 7 December 22 - 6 January 23				
Card Holder	***Date***	***Payee***	***Description***	***Amount***
CEO	14/12/2022	Governance Institute	CEO training - virtual effective director course	$ 4,265.00
	21/12/2022	Local Government management	Staff training - contract management workshop	$ 910.00
				$ 5,175.00
Acting Director Infrastructure & Environment	07/12/2022	Tsuke-Ba	Catering for City event - Council	$ 211.40
	12/12/2022	Caltex	Fuel for City vehicle	$ 139.77
				$ 351.17
Manager Marketing and Partnerships	07/12/2022	Facebook	Advertising	$ 344.03
	10/12/2022	Mailchimp	Email campaign	$ 2,049.70
	19/12/2022	Tsuke-Ba	Catering for City event - staff	$ 360.00
	23/12/2022	Asana.com	Subscription - work flow graphic design tool	$ 914.48
	23/12/2022	International transaction fee	Subscription - work flow graphic design tool	$ 22.86
	25/12/2022	Shutterstock	Image download subscription	$ 99.00
				$ 3,790.07
Council Liaison Officer	13/12/2022	Tsuke-Ba	Catering for City event - Council	**$ 229.20**
Branch Librarian	07/12/2022	Golden Carers Pty Ltd	Annual subscription - digital inclusion programming	$ 74.95
	07/12/2022	Good Grocer	Prize for movie quiz night - hamper	$ 85.13
	07/12/2022	Good Grocer	Catering for City event - workshop	$ 45.00
	07/12/2022	Luna Cinemas	Prize for movie quiz night - cinema tickets	$ 42.00
	07/12/2022	Leederville Liquor	Prize for movie quiz night - wine for hamper	$ 13.00
	19/12/2022	Alia	Staff training - visual design made easy	$ 60.00
	20/12/2022	Department of Local Government	Digitisation of map of Lake Monger velodrome	$ 12.40
				$ 332.48
Manager ICT	01/01/2023	Safetyculture	Mobile inspection application	$ 396.00
	02/01/2023	Assetsonar.com	Subscription - cyber security testing	$ 340.51
	02/01/2023	International transaction fee	Subscription - cyber security testing	$ 8.51
	03/01/2023	Deputy	Online timesheet software	$ 1,196.25
	03/01/2023	Intruder Systems Ltd	Subscription - cyber security testing	$ 375.01
	03/01/2023	International transaction fee	Subscription - cyber security testing	$ 9.38

Card Holder	*Date*	*Payee*	*Description*	*Amount*
	03/01/2023	M2M One Pty Ltd	Mobile SIMs for parks reticulation devices	$ 400.97
	05/01/2023	Landis Technologies	Software licence - call centre for Customer Service	$ 1,308.46
	05/01/2023	International transaction fee	Software licence - call centre for Customer Service	$ 32.71
	07/12/2022	Sendgrid	Application programming interface software	$ 133.39
	07/12/2022	International transaction fee	Application programming interface software	$ 3.33
	07/12/2022	M2M One Pty Ltd	Mobile SIMs for parks reticulation devices	$ 402.34
	08/12/2022	ACMA	CCTV radio link communications licence	$ 480.00
	09/12/2022	Deputy	Online timesheet software	$ 1,171.50
	13/12/2022	JB Hi Fi	Mobile phone covers - Rangers	$ 50.09
	19/12/2022	Zoom	Video conferencing	$ 445.37
				$ 6,753.82
Procurement and Contracts Officer	05/01/2023	WA Police Finance Division	Abridged crash report for insurance claim	$ 49.10
	05/01/2023	Standards Australia	Purchase of fraud and corruption control standards	$ 211.22
	15/12/2022	Kogan.com	Annual membership fee	$ 79.00
				$ 339.32
Total Corporate Credit Cards				**$ 16,971.06**
Direct Debits				
Lease Fees	03/01/2023	All Leasing 279258	Beatty Park Leisure Centre cleaning equipment	$ 2,642.54
	03/01/2023	All Leasing 279259	Upgrade kit for parking meters	$ 26,025.92
			Total All Leasing	**$ 28,668.46**
	23/01/2023	Pitney Bowes Leasing	Postal scales	**$ 395.83**
			Total Leasing	**$ 29,064.29**
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	**$ 128,105.56**
Bank Fees and Charges		Commonwealth Bank	Bank fees	**$ 35,645.28**
Total Direct Debits including Credit Cards				**$ 209,786.19**

7.3 INVESTMENT REPORT AS AT 31 JANUARY 2023

Attachments: **1. Investment Statistics as at 31 January 2023**

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 January 2023 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 January 2023 and the interest amounts earned YTD.

BACKGROUND:

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

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

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

DETAILS:

Summary of key investment decisions in this reporting period

A total of $5.4m matured and $7.4m was invested in January 2023 to capitalise on the favourable interest rates offered while maintaining an optimum level of cash flow.

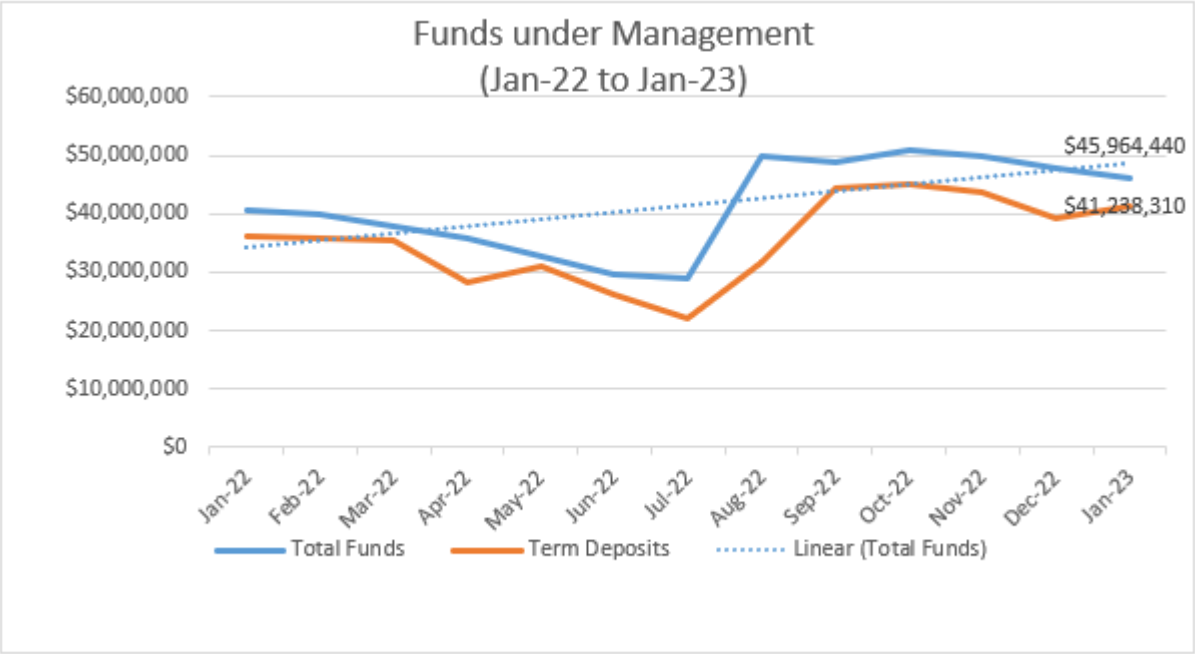
Investment Status

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

As at 31 January 2023, the total funds held in the City's operating accounts (including on call) was $45,964,440 compared to $40,675,750 for the period ended 31 January 2022. All funds are interest bearing as at 31 January 2023.

The total term deposit investments for the period ended 31 January 2023 were $41,238,310 compared to $36,110,080 for the period ended 31 January 2022.

The following chart shows funds under management from January 2022 to January 2023:



Interest Status

Total accrued interest earned on investments as at 31 January 2023 is:

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of YTD Budget
Municipal	$120,000	$70,000	$406,451	580.6%
Reserve	$80,000	$46,669	$243,535	521.8%
Subtotal	**$200,000**	**$116,669**	**$649,986**	**557.1%**
Leederville Gardens Inc Surplus Trust*	$0	$0	$58,518	N/A
Total	**$200,000**	**$116,669**	**$708,504**	**607.3%**

**Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2022/22 Budget as actual interest earned is restricted.*

The City has a weighted average interest rate of 3.52% for current investments compared to the Reserve Bank 90 day accepted bill rate for January 2023 of 3.32%.

Sustainable Investments

The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. The City can increase the number of non-fossil fuel investments but will potentially result in a lower rate of return.

Administration utilises a platform called 'Yield Hub' to ascertain the level of exposure banks have in fossil fuel activities and to determine daily interest rates published by banks.

The investment guidelines which is the supplementary document to the Council Investment Policy has been updated to increase the maximum exposure limits to divested institutions, this has now been increased to 90% as reflected in the below table. The majority of divested institutions lie within A-2 and A-1+ categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio	
	Guideline	Current position	Guideline	Current position
A1+	30%	16.1%	90%	26.5%
A-1	25%	15.2%	90%	15.2%
A-2	20%	20.6%	90%	58.3%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

RISK MANAGEMENT IMPLICATIONS

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.
Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.
We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024,* however focussing on non-fossil fuel investments contributes to a Sustainable Environment.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

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

CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 31 JANUARY 2023

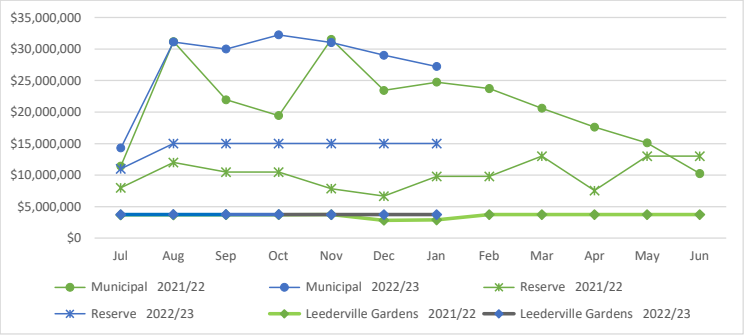
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal $
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia			2.85%	2,159,908
Municipal	Commonwealth Bank of Australia	Ongoing		3.20%	2,566,222
Total Operating Funds					**4,726,130**
TERM DEPOSITS					
Leederville Gardens Inc Surplus Trust	Members Equity Bank	19/05/2022	19/05/2023	3.15%	19,060
Leederville Gardens Inc Surplus Trust	MyState Bank	30/06/2022	30/06/2023	4.00%	1,960,457
Leederville Gardens Inc Surplus Trust	Beyond Bank	04/11/2022	03/11/2023	4.55%	850,117
Leederville Gardens Inc Surplus Trust	National Australia Bank	12/01/2023	11/01/2024	4.53%	908,677
Municipal	Macquarie Bank	22/03/2022	22/03/2023	1.25%	4,500,000
Municipal	AMP Bank	10/08/2022	08/02/2023	3.80%	3,000,000
Municipal	MyState Bank	29/09/2022	15/02/2023	3.90%	3,000,000
Municipal	MyState Bank	29/09/2022	12/04/2023	4.20%	4,500,000
Municipal	National Australia Bank	27/10/2022	23/02/2023	3.15%	2,000,000
Municipal	Beyond Bank	04/11/2022	03/06/2023	4.40%	3,500,000
Municipal	Beyond Bank	13/01/2023	13/06/2023	4.21%	2,000,000
Reserve	Macquarie Bank	29/03/2022	29/03/2023	1.60%	2,500,000
Reserve	Members Equity Bank	19/05/2022	19/05/2023	3.15%	4,000,000
Reserve	AMP Bank	04/08/2022	04/08/2023	4.20%	4,000,000
Reserve	National Australia Bank	12/01/2023	11/01/2024	4.53%	4,500,000
Total Term Deposits					**41,238,310**
Total Investment Including At Call					**45,964,440**

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 JANUARY 2023

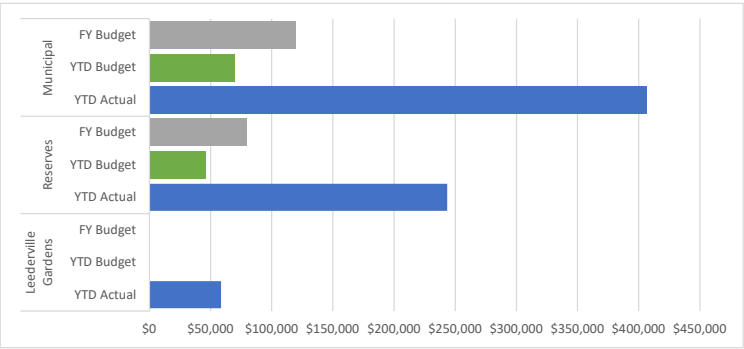
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	2,159,908	0	0	2,159,908	4.7%
Online Saver	2,566,222	0	0	2,566,222	5.6%
Term Deposits	22,500,000	15,000,000	3,738,310	41,238,310	89.7%
	27,226,130	**15,000,000**	**3,738,310**	**45,964,440**	**100.0%**
BY INSTITUTION					
Commonwealth Bank of Australia	4,726,130	0	0	4,726,130	10.3%
Beyond Bank	5,500,000	0	850,117	6,350,116	13.8%
Members Equity Bank	0	4,000,000	19,060	4,019,060	8.8%
National Australia Bank	2,000,000	4,500,000	908,677	7,408,677	16.1%
AMP Bank	3,000,000	4,000,000	0	7,000,000	15.2%
Macquarie Bank	4,500,000	2,500,000	0	7,000,000	15.2%
MyState Bank	7,500,000	0	1,960,457	9,460,457	20.6%
	27,226,130	**15,000,000**	**3,738,311**	**45,964,440**	**100.0%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	6,726,130	4,500,000	908,677	12,134,807	26.5%
A-1	4,500,000	2,500,000	0	7,000,000	15.2%
A-2	16,000,000	8,000,000	2,829,634	26,829,633	58.3%
	27,226,130	**15,000,000**	**3,738,311**	**45,964,440**	**100.0%**
BY TERMS					
0-30 days	4,726,130	0	0	4,726,130	10.3%
91-180 days	7,000,000	0	0	7,000,000	15.2%
181-270 days	11,000,000	0	0	11,000,000	23.9%
271-365 days	4,500,000	15,000,000	3,738,310	23,238,310	50.6%
	27,226,130	**15,000,000**	**3,738,310**	**45,964,440**	**100.0%**
BY MATURITY					
0-30 days	12,726,130	0	0	12,726,130	27.7%
31-90 days	9,000,000	2,500,000	0	11,500,000	25.0%
91-180 days	5,500,000	4,000,000	1,979,517	11,479,517	25.0%
181-270 days	0	4,000,000	0	4,000,000	8.7%
271-365 days	0	4,500,000	1,758,793	6,258,793	13.6%
	27,226,130	**15,000,000**	**3,738,310**	**45,964,440**	**100.0%**
BY FOSSIL FUEL EXPOSURE *(as determined by www.marketforces.org.au)*					
Fossil Fuel Investments	14,226,130	11,000,000	908,677	26,134,807	56.9%
Non Fossil Fuel Investments	13,000,000	4,000,000	2,829,634	19,829,633	43.1%
	27,226,130	**15,000,000**	**3,738,311**	**45,964,440**	**100.0%**

CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 JANUARY 2023

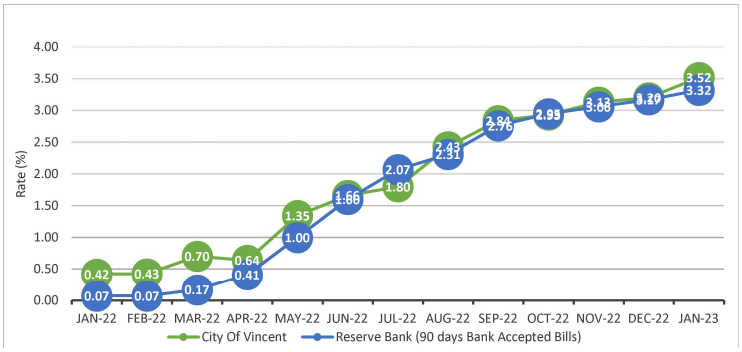
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS

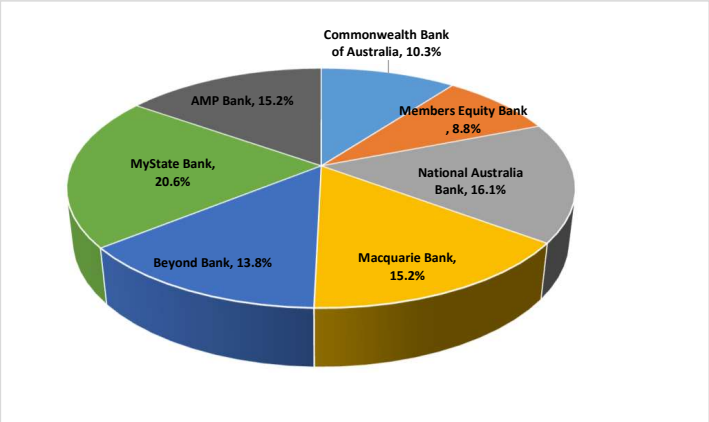


INTEREST RATE COMPARISON

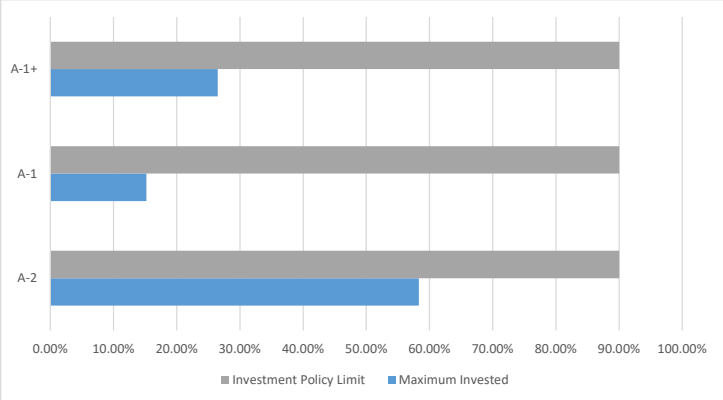


CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 JANUARY 2023

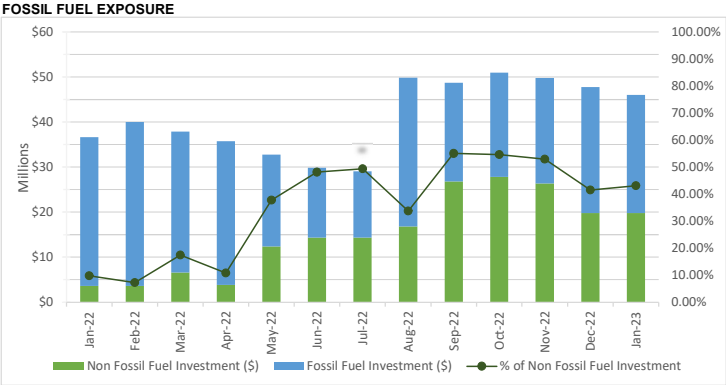
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



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

CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 31 JANUARY 2023

	YTD 31/01/2023	PY YTD 31/01/2022	FY 2022/23	PY FY 2021/22
MUNICIPAL FUNDS	**$**	**$**	**$**	**$**
Budget	70,000	41,372	120,000	100,000
Interest Earnings	406,451	49,770	406,451	98,791
% Income to Budget	580.6%	120.3%	338.7%	98.6%
RESERVE FUNDS				
Budget	46,669	56,039	80,000	100,000
Interest Earnings	243,535	27,050	243,535	80,469
% Income to Budget	521.8%	48.3%	304.4%	80.5%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	58,518	45,956	58,518	58,921
% Income to Budget	0.0%	0.0%	0.0%	0.0%
TOTAL				
Budget	116,669	97,411	200,000	200,000
Interest Earnings	708,504	122,776	708,504	238,180
% Income to Budget	607.3%	126.0%	354.3%	119.1%
Variance	591,835	25,365	508,504	38,180
% Variance to Budget	507.3%	26.0%	254.3%	19.1%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	116,669	97,411	200,000	200,000
Interest Earnings	649,986	76,820	649,986	179,259
% Income to Budget	557.1%	78.9%	325.0%	89.6%
Variance	533,317	(20,591)	449,986	(20,741)
% Variance to Budget	457.1%	(21.1%)	225.0%	(10.4%)

7.4 MID YEAR BUDGET REVIEW 2022/23

Attachments:

1. **Statement of Comprehensive Income by Nature and Type**
2. **Rate Setting Statement**
3. **Cash Backed Reserves**
4. **Capital Budget for MYBR**
5. **Carry Forward Souce Funding**
6. **Operating Budget Analysis**
7. **Project Change Request - Beatty Park Leisure Centre Changeroom**

RECOMMENDATION:

That Council BY ABSOUTE MAJORITY APPROVES the following amendments to the 2022/2023 Annual Budget:

a) A net decrease in the Operating Budget of $328,914 as per Attachments 1;

b) A net increase in Cash Backed Reserves totalling $4,599,869 as per Attachments 2 and 3;

c) A net decrease in the Capital Expenditure Budget of $3,097,572 as per Attachment 4 and Project Change Request as per Attachment 7; and

d) A net increase in opening surplus of $1,019,862, resulting in a forecasted year end surplus at 30 June 2023 of $207,178, as per Attachment 2.

PURPOSE OF REPORT:

The purpose of this report is to consider and authorise the proposed mid-year budget review for 2022/2023.

BACKGROUND:

The review period covered for this quarterly budget is October 2022 to January 2023. The mid-year budget review has maintained a conservative approach but at the same time has increased budgeted revenue and expenditure to a more realistic estimate. An allowance was made to carry forward capital projects that will not be delivered in the current financial year.

DETAILS:

The budget amendments from this review incorporates the following adjustments:

- A net decrease in the operating budget of $328,914 as per **Attachment 1;**
- A net increase in Cash Backed Reserves of $4,599,869 as per **Attachments 2 and 3**;
- A net decrease in the capital budget of $3,097,572 as per **Attachment 4**;
- A net increase in the opening surplus of $1,019,862, and a forecast year end surplus at 30 June 2023 of $207,177, as per **Attachment 2**.

Capital Expenditure

The 2022/2023 current budget includes a capital expenditure program totalling $16,991,041.

The City's major capital expenditure projects for this financial year include the Annual Local Roads Program ($1,295,569), Beatty Park Gym Equipment ($778,141), Beatty Park Leisure Centre Heritage Grandstand Electrical Works ($670,000) and Accessible City Strategy Implementation ($550,000).

Further additional detail of the total amendments of $3,097,572 to capital expenditure budget are included in **Attachment 4.**

Some of the key capital budget amendments are summarised below with additional detail included in **Attachment 5.**

Description	Current Budget	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
North Perth Bowling Club	300,000	10,000	(290,000)	290,000	Project carried forward to FY24
Beatty Park Leisure Centre – Construction & Fit Out Indoor Pool Changerooms	850,000	150,000	(700,000)	650,000	$50k reallocated to investigate pool tiling works priority. Carried forward with expected delivery in FY24. Refer to Explanatory note below.
Light Fleet - Annual Allocation	1,119,000	383,000	(736,000)	736,000	Delivery expected in FY24
Leederville Oval Stadium - Sports lights renewal	1,201,983	30,000	(1,171,983)	1,171,983	Reduce overall budget with only design stage scheduled for completion in FY24. Carry forward to FY24 to finalise funding agreement and agreed scope of works

BPLC changeroom project

It is proposed to allocate $50,000 of the $850,000 of this project budget to progress the investigation and scoping of the pool tiling works in the 30m outdoor pool. A further $650,000 has been recommended to transfer to BPLC Infrastructure renewal reserve knowing that the changeroom project will not commence construction in this financial year.

A recent Opinion of Probable Cost has been received from the architects designing the changeroom project at approximately $915,809 (ex GST). Full design documentation has been complete and is ready for tender development. It is proposed to progress to tender the construction of the changeroom and advertise by open tender over April/May with proposed award of contract to be around June/July 2023.

It is expected the construction timelines of this project could be anywhere between 45-55 weeks which will result in this project being delivered over two financial years FY24/FY25. A budget of $650,000 has been allocated (from BPLC reserve) in the 4 year capital works program for FY24 and a budget of $550,000 has been allocated in FY25 (totalling $1,200,000 budget to cover contingencies). Once Council receives the tender report the recommendation can address the required allocation of resourcing in the FY24 and FY25 capital works budgets. Project Change Request included as Attachment 7.

30m Pool tiling project

The tile delamination has escalated in the 30m pool increasing the safety risk of pool users in particular for the City's regular booking groups. Communications have been arranged to alert users of the risk and temporary measures including installing matting the bottom pool to eliminate any sharp edges of the tiles are currently in progress.

It is proposed the 30m pool be closed as of 11th April to commence the investigation works (including emptying of pool and drilling and coring of pool structure to determine structural integrity). This timing will allow for current groups such as water polo and synchronised swimming to finish their season and have notice to make alternative pool use arrangements.

Once the investigative works have been completed an engineer has been engaged to develop the specifications for the pool re-tiling works and it is proposed to release this to open tender with hope to award early in the new financial year. There is currently $750,000 allocated in the 4 year capital works program for FY24 and a further $850,000 is allocated in FY25 for further pool retiling works with the 12m and 50m pool also reaching end of life.

Revenue budget amendments

Details of the main operating revenue budget amendments are included in **Attachment 6.** Operating revenue has increased by $1,700,345 and some of the key amendments include the following:

- **Fees and charges** increased by $758,262. The breakdown of the key fees and charges amendments are as follows:

Service Area	Details	$ Budget Increase/(Decrease)
Rangers	Carpark Fees	377,360
Beatty Park	Beatty Park fees for membership sign-ups and swimming pool usage	474,122
Development & Design	Development application fees	84,207
Building Services	Reduction in building applications due to the delay of mixed use developments	(211,556)

- **Interest earnings** has increased by $750,000 mainly due to higher interest rates.

- **Other Revenue** has increased by $122,083 mainly due to timing of withholding tax reimbursements from Tamala Park ($84,000), variable outgoings and insurance recoups ($34,469), various permits ($12,000) and additional waste rubbish fees ($5,000).

- **Rates income has** increased by $70,000 mainly due to higher interim rates collected.

Operating expense budget increase

Detail of the main operating expense budget amendments are included in **Attachment 1 and 2.**
A summary of Operating expenditure variances over $10,000 is included at **Attachment 6.**

Operating expenses have increased by $290,954 and some of the key budget amendments include:

- **Depreciation** has decreased by $714,360 due to delay of various capital projects and light fleet vehicles.

- **Employee Costs** have increased by $298,354 mainly due to an increase in Beatty Park group fitness operations ($216,072), parental leave costs being higher than budget ($60,000), external recruitment costs ($15,000) and on-cost allowances and other training expenses ($8,000).

- An increase in **materials and contracts of** $380,308 mainly due to:
  - Buildings, Reserves and Pavilions increase of $165,520 in maintenance and cleaning costs for Civic Centre, Hyde Park Toilets, DLGSC
  - Policy and Place increase of $80,000 in consulting fees for the planning framework ($60,000) and the Leederville EOI ($20,000)
  - Beatty Park increase mainly due to a $50,000 allocation from capital expenditure for gym equipment and increase in other expenditure including bank fees, cleaning and gym tools
  - Development and design increase in consultation fees of $56,733 due to a higher volume of development applications
  - CEO expenditure for training courses and subscription fees increased by $23,000

- An increase in **other expenditure** of $326,634 mostly due to:
  - $200,000 for the Infringement doubtful debts provision for potential write offs and an increase of $100,000 for additional FER lodgements fees
  - $56,000 increase in policy grants expense for heritage policies and design guidelines
  - Other expenditure decreased by $16,867 mainly due to savings on swimming pool equipment hire at Beatty Park

Other Items

Grants, subsidies and contributions have decreased by $1,218,492 mainly due to the following:

- Leederville Oval Lights project $842,813 carried forward to FY24
- North Perth Bowling Club $200,000 deferred to FY24

Cash Backed Reserves

Details of the cash backed reserves amendments are included in **Attachment 2 and 3.** The net proposed increase in reserves is $4,599,869 with key movements below:

Transfer to reserves has increased by $4,050,843 mainly due to the key capital works deferred to FY24 and increases to the Underground Power and TPRC reserves:

- Underground Power $1,500,000
- Tamala Park Reserves $1,250,000
- Beatty Park Pool Changerooms $491,144
- Reserves interest income $350,000
- Light fleet vehicles $268,000, and
- Robertson Park Development plan $231,700

Transfer from reserves has decreased by $549,026 mainly due to the key capital works and assets below deferred to FY24:

- Leederville Oval light post renewal $329,170, and
- Beatty Park Pool Changerooms $208,856

The estimated opening surplus for the 2022/2023 first quarter budget was $5,657,084. The 2021/2022 audit has been finalised and as a result the opening surplus has been updated to $6,676,946, a net increase of $1,019,862.

As detailed in the Rate Setting Statement at **Attachment 2**, the revised budget forecast at 30 June 2023 is a surplus of $207,178.

CONSULTATION/ADVERTISING:

Not applicable

LEGAL/POLICY:

The *Local Government Act 1995* requires that a budget review be undertaken each financial year, in the period between January and March of a financial year.

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must –

(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

RISK MANAGEMENT IMPLICATIONS

Low**:** Conducting this budget review ensures the City is properly managing its finances to meet current priorities and commitments.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

Our community is satisfied with the service we provide.

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

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

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

The various budget amendments set out in this paper increases the budget surplus at 30 June 2023 from $157,140 to $207,178.

CITY OF VINCENT
MID YEAR BUDGET REVIEW 2022/2023

STATEMENT OF COMPREHENSIVE INCOME **Attachment - 1**
BY NATURE OR TYPE

	First Quarter Revised Budget	Proposed Revised Budget	Budget Increase/ (Decrease)
	2022/23	2022/23	2022/23
	$	$	$
Revenue			
Rates	39,910,329	39,980,329	70,000
Operating grants, subsidies and contributions	1,247,567	1,247,567	0
Fees and charges	20,921,584	21,679,846	758,262
Interest earnings	533,000	1,283,000	750,000
Other revenue	1,151,629	1,273,712	122,083
	63,764,109	65,464,454	1,700,345
Expenses			
Employee costs	(28,805,030)	(29,103,384)	(298,354)
Materials and contracts	(21,822,785)	(22,203,093)	(380,308)
Utility charges	(1,860,245)	(1,860,263)	(18)
Depreciation on non-current assets	(12,865,818)	(12,151,458)	714,360
Interest expenses	(540,835)	(540,835)	0
Insurance expenses	(647,958)	(647,958)	0
Other expenditure	(939,482)	(1,266,116)	(326,634)
	(67,482,153)	(67,773,107)	(290,954)
Gross result	(3,718,044)	(2,308,653)	1,409,391
Non-operating grants, subsidies and contributions	3,672,590	2,454,098	(1,218,492)
Profit on asset disposals	714,313	457,938	(256,375)
(Loss) on asset disposals	(516,540)	(779,978)	(263,438)
Fixed assets expensed	0	0	0
Net share of interest in Joint Ventures	0	0	0
Profit on Assets Held for Sale (TPRC Joint Venture)	1,848,288	1,848,288	0
Change in Equity WALGA Local Govt House Trust	0	0	0
Net result	**2,000,607**	**1,671,693**	**(328,914)**
Other comprehensive income			
Items that will not be reclassified subsequently to profit or loss	0	0	0
Total other comprehensive income	**0**	**0**	**0**
Total comprehensive income	**2,000,607**	**1,671,693**	**(328,914)**

CITY OF VINCENT
MID YEAR BUDGET REVIEW 2022/2023

RATE SETTING STATEMENT **Attachment - 2**
BY NATURE OR TYPE

	Adopted Budget	First Quarter Year Budget	Proposed Revised Budget	Budget Increase/ (Decrease)
	2022/23	2022/23	2022/23	2022/23
	$	$	$	$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	5,657,084	5,657,084	6,676,946	1,019,862
Revenue				
Operating grants, subsidies and contributions	1,067,601	1,247,567	1,247,567	0
Fees and charges	21,055,384	20,921,584	21,679,846	758,262
Interest earnings	508,000	533,000	1,283,000	750,000
Other revenue	1,139,329	1,151,629	1,273,712	122,083
Profit on asset disposals	729,188	714,313	457,938	(256,375)
Profit on Assets Held for Sale (TPRC Joint Venture)	1,848,288	1,848,288	1,848,288	0
	26,347,790	26,416,381	27,790,351	1,373,970
Expenses				
Employee costs	(28,802,780)	(28,805,030)	(29,103,384)	(298,354)
Materials and contracts	(21,707,562)	(21,822,785)	(22,203,093)	(380,308)
Utility charges	(1,800,499)	(1,860,245)	(1,860,263)	(18)
Depreciation on non-current assets	(12,865,818)	(12,865,818)	(12,151,458)	714,360
Interest expenses	(540,835)	(540,835)	(540,835)	0
Insurance expenses	(647,958)	(647,958)	(647,958)	0
Other expenditure	(1,101,844)	(939,482)	(1,266,116)	(326,634)
Loss on disposal of assets	(516,540)	(516,540)	(779,978)	(263,438)
	(67,983,836)	(67,998,693)	(68,553,085)	(554,392)
Net Operating excluding Rates	(41,636,046)	(41,582,312)	(40,762,734)	819,578
(Profit) on disposal of assets	(729,188)	(714,313)	(457,938)	256,375
Loss on disposal of assets	516,540	516,540	779,978	263,438
Depreciation and amortisation on assets	12,865,818	12,865,818	12,151,458	(714,360)
Profit/loss on Assets Held for Sale - TPRC Joint Venture	(1,848,288)	(1,848,288)	(1,848,288)	0
Non-cash amounts excluded from operating activities	10,804,882	10,819,757	10,625,210	(194,547)
Amount attributable to operating activities	(30,831,164)	(30,762,555)	(30,137,524)	625,031
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	3,440,577	3,672,590	2,454,098	(1,218,492)
Proceeds from disposal of assets	1,948,000	1,926,000	1,458,000	(468,000)
Proceeds from Joint Ventures	1,666,666	1,666,666	1,666,666	0
Purchase of property, plant and equipment	(11,378,268)	(11,545,166)	(8,729,604)	2,815,562
Purchase and construction of infrastructure	(9,106,260)	(8,543,447)	(8,261,437)	282,010
Amount attributable to investing activities	(13,429,285)	(12,823,357)	(11,412,277)	1,411,080
FINANCING ACTIVITIES				
Principal elements of finance lease payments	(70,602)	(70,602)	(70,602)	0
Repayment of long term borrowings	(1,501,877)	(1,501,877)	(1,501,877)	0
Proceeds from new borrowings	827,879	827,879	827,879	0
Transfers to reserves (restricted assets)	(5,646,083)	(4,468,083)	(8,518,926)	(4,050,843)
Transfers from reserves (restricted assets)	5,240,858	4,912,256	4,363,230	(549,026)
Amount attributable to financing activities	(1,149,825)	(300,427)	(4,900,296)	(4,599,869)
Net current assets at June 30 c/fwd - surplus/(deficit)	**(39,753,190)**	**(38,229,255)**	**(39,773,151)**	**(1,543,896)**
Total amount raised from general rates	**39,910,329**	**39,910,329**	**39,980,329**	**70,000**
Net current assets at June 30 c/fwd - surplus/(deficit)	**157,140**	**1,681,075**	**207,178**	**(1,473,897)**

CITY OF VINCENT
MID YEAR BUDGET REVIEW 2022/23
CASH BACKED RESERVES

Attachment - 3

Reserve Particulars	Opening Balance 01/07/2022	First Quarter Review Proposed Budget Transfers to Reserve 30/06/2023	Mid Year Review Proposed Budget Transfers to Reserve 30/06/2023	First Quarter Review Proposed Budget Interest Earned 30/06/2023	Mid Year Review Proposed Budget Interest Earned 30/06/2023	First Quarter Review Proposed Budget Transfers from Reserve 30/06/2023	Mid Year Review Proposed Budget Transfers from Reserve 30/06/2023	First Quarter Review Proposed Budget Closing Balance 30/06/2023	Mid Year Review Proposed Budget Closing Balance 30/06/2023
	$	$	$	$		$	$	$	$
Asset Sustainability Reserve	5,283,932	2,200,083	3,150,926	38,469	175,030	(2,991,198)	(2,442,172)	4,529,814	6,167,716
Beatty Park Leisure Centre Reserve	102,898	200,000	200,000	1,648	5,926	(100,000)	(100,000)	204,588	208,824
Cash in Lieu Parking Reserve	1,457,574	72,000	72,000	4,359	22,112	(772,500)	(772,500)	761,772	779,186
Hyde Park Lake Reserve	163,644	0	0	1,357	4,780	0	0	165,007	168,424
Land and Building Acquisition Reserve	301,642	0	0	2,448	8,810	0	0	304,154	310,452
Leederville Oval Reserve	96,153	0	0	536	1,932	(30,000)	(30,000)	66,704	68,085
Loftus Community Centre Reserve	37,660	100,000	100,000	1,119	4,021	0	0	138,807	141,681
Loftus Recreation Centre Reserve	219,341	60,000	60,000	1,879	6,698	(50,000)	(50,000)	231,251	236,039
Office Building Reserve - 246 Vincent Street	219,307	0	0	59	229	(211,475)	(211,475)	7,821	8,061
Parking Facility Reserve	107,182	0	0	870	3,130	0	0	108,075	110,312
Percentage For Public Art Reserve	332,907	0	0	16	4,291	(186,000)	(186,000)	146,900	151,198
Plant and Equipment Reserve	131	0	0	0	1	(83)	(83)	48	49
POS reserve - General	653,071	900,000	900,000	11,084	39,811	(190,000)	(190,000)	1,374,424	1,402,882
POS reserve - Haynes Street	195,760	39,000	39,000	699	2,476	(150,000)	(150,000)	85,466	87,236
State Gymnastics Centre Reserve	131,596	12,000	12,000	1,040	3,756	(15,000)	(15,000)	129,667	132,352
Strategic Waste Management Reserve	29,148	0	0	373	851	0	0	29,391	29,999
Tamala Park Land Sales Reserve	1,930,361	0	1,250,000	25,852	92,889	0	0	1,956,849	3,273,250
Underground Power Reserve	215,555	785,000	2,285,000	6,376	66,725	(216,000)	(216,000)	791,089	2,351,280
Waste Management Plant and Equipment Reserve	223,599	0	0	1,814	6,531	0	0	225,461	230,130
	11,701,461	**4,368,083**	**8,068,926**	**100,000**	**450,000**	**(4,912,256)**	**(4,363,230)**	**11,257,288**	**15,857,157**

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD
MID YEAR BUDGET REVIEW 2022/2023

Attachment - 4

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
Land & Building Assets						
ADMIN CENTRE						
Administration Centre Renewals	50,000	-	50,000	-	-	
Lift Renewal - Administration & Civic Centre	10,000	4,760	10,000	-	-	
Admin Building - Additional Meeting Spaces	50,000	-	90,000	40,000	-	Reallocation of savings in waterproofing works.
Waterproof external balcony area (water damage) - Civic Centre	120,000	51,628	80,000	(40,000)	-	Savings reallocated to additional meeting spaces
BEATTY PARK LEISURE CENTRE						
Beatty Park Leisure Centre – Construction & Fit Out Indoor Pool Changerooms	850,000	75,508	150,000	(700,000)	650,000	$50k reallocated to investigate pool tiling works priority. Reduce overall budget due to delivery expected to be in 2024FY.
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	448,115	157,335	468,615	20,500	-	Reallocation of savings from Repair and Maintain Heritage Grandstand
Beatty Park Leisure Centre – Heritage Grandstand Electrical Works	450,970	14,650	670,000	219,030	-	Increased budget to contract amount.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	298,630	255,501	278,130	(20,500)	-	Surplus fund reallocated to Beatty Park Infrastructure Renewal
Plant room remedial works	100,000	-	100,000	-	-	
DEPARTMENT OF SPORTS AND RECREATION						
DLGSC HVAC, Plant & Fire Services Renewals	242,550	1,188	242,550	-	-	
DLGSC LED lighting upgrade/renewal	250,850	5,100	250,850	-	-	
Lift renewal and non fixed assets renewal	10,000	-	10,000	-	-	
Solar Photovoltaic Panel System Installation (Leased DLGSC Building)	125,000	26,312	125,000	-	-	
LIBRARY						
Library Facility Renewals	20,000	19,877	20,000	-	-	
Upgrade Library counter to enhance customer service delivery	36,660	28,174	28,174	(8,486)	-	Surplus fund reallocated to Beatty Park Infrastructure Renewal
MISCELLANEOUS						
Air Conditioning & HVAC Renewal - Loftus Recreation Centre (Leased Gymnastics WA)	15,000	16,096	15,000	-	-	
Air Conditioning & HVAC Renewal - Miscellaneous	50,000	-	50,000	-	-	
Carpet Renewal - Subiaco Football Club (Leased)	30,000	25,800	30,000	-	-	
Forrest Park Croquet Club	18,000	16,438	18,000	-	-	
Gym roof repairs (Leased Belgravia)	50,000	45,690	50,000	-	-	
Hyde Park - Gazebo Renewal	25,000	16,959	17,000	(8,000)	-	Completed and surplus fund reallocated
Hyde Park West Toilets & Kiosk	138,531	131,948	138,531	-	-	
Leased Property Non Scheduled Renewal - Annual Provision	50,000	30,550	50,000	-	-	
Leederville Oval Stadium - Electrical renewal - 3 boards	163,276	111,888	133,276	(30,000)	-	Surplus fund of $30k reallocated to Leederville Oval
Leederville Oval Stadium Facility Renewal (Leased)	325,000	19,670	355,000	30,000	-	Increase of budget by $30k from Leederville Oval Electrical Renewal
Leederville Town Centre - Toilet Demolition	50,000	-	20,000	(30,000)	-	Demolition pending future development plan. Reduce budget to allow for ad hoc repairs as required
Margaret Kindergarten - Toilet Upgrade	90,000	-	75,000	(15,000)	-	Reallocate surplus fund
Menzies Park Pavilion & Ablutions	140,282	127,967	140,282	-	-	
Miscellaneous Asset Renewal - City buildings	50,000	45,228	50,000	-	-	
Modifications to Litis Stadium Underpass	30,000	-	30,000	-	-	

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD **Attachment - 4**
MID YEAR BUDGET REVIEW 2022/2023

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
North Perth Bowling Club	300,000	5,690	10,000	(290,000)	290,000	Project carried forward to 2024FY
North Perth Town Hall - Kitchen and Toilet Renewal - Lesser Hall	120,000	800	120,000	-	-	
North Perth Town Hall - Kitchen and Toilet Renewal - Main Hall	176,000	7,280	176,000	-	-	
Replace electrical distribution boards - multiple buildings - post asbestos removal	15,000	14,370	15,000	-	-	
Solar Photovoltaic Panel System Installation (Leased Leederville Childcare Centre)	20,150	17,757	20,150	-	-	
Solar Photovoltaic Panel System Installation (Leased Tennis West - Robertson Park Tennis Centre)	29,900	-	29,900	-	-	
Water and Energy Efficiency Initiatives	60,000	11,460	60,000	-	-	
Works Depot - Non fixed assets renewals	46,106	10,015	46,106	-	-	
Works Depot - Replacement Box Gutters	10,000	-	10,000	-	-	
North Perth Community Centre Renewal Works	40,000	34,825	40,000	-	-	
Infrastructure Works - Litis Stadium	292,468	111,462	292,468	-	-	
Install dividing wall (Loftus Recreation Centre)	-	3,651	3,615	3,615	-	Increase budget for minor works
Land & Building Assets Total	**5,397,488**	**1,445,575**	**4,568,647**	**-828,841**	**940,000**	
Furniture & Equipment Assets						
INFORMATION TECHNOLOGY - FURNITURE AND EQUIPMENT						
Enterprise Applications upgrade	394,468	180,176	394,468	-	-	
ICT infrastructure renewal (switches, UPS, audio visual, network links)	143,857	54,737	143,857	-	-	
BPLC - FURNITURE AND EQUIPMENT						
Beatty Park Leisure Centre - Non Fixed Assets Renewal - unplanned	160,397	41,892	160,397	-	-	
Non Fixed Assets - planned allocations - Lifeguard Tower renewal, Shade Sails, Fire alarm System, Umbrellas, Floor Scrubber	140,378	30,443	140,378	-	-	
Beatty Park Leisure Centre - CCTV Server	-	-	30,000	30,000	-	Additional budget required for BPLC CCTV Server
POLICY AND PLACE - F&E						
Arts Rebound - Town Centre Artworks (COVID 19 Arts Relief - Phase 2)	236,000	-	236,000	-	-	
Furniture & Equipment Assets Total	**1,075,100**	**307,248**	**1,105,100**	**30,000**	**-**	
Infrastructure Assets						
BANKS RESERVE MASTER PLAN - IMPLEMENTATION STAGE 1						
Banks Reserve Master Plan Implementation - Stage 1 FY 23 - New public toilets, and other general improvements FY 24 - Walter's Brook Crossing, New picnic facilities, 'River Journeys' interpretation node, and complementary elements.	450,000	33,276	550,000	100,000	-	Additional $20k heritage council grant received. Additional $80k LRCI grant reallocated to Banks Reserve
BICYCLE NEWORK						
Construct Norfolk St N/S Route Stage 1	50,000	14,570	50,000	-	-	
Travel Smart Actions	10,500	-	10,500	-	-	
Florence/Strathcona/Golding Safe Active Street	25,546	33,070	25,546	-	-	
Design Bike Network Plan	60,000	14,241	60,000	-	-	

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD
MID YEAR BUDGET REVIEW 2022/2023

Attachment - 4

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
BLACK SPOT PROGRAM						
Broome/Wright - Instal Roundabout	250,000	1,600	250,000	-	-	
Fitzgerald/Forrest - Ban right hand turns in/out of Forrest street. Seagul Island installed. Close median in Fitzgerald St.	40,000	1,600	40,000	-	-	
Fitzgerald/Lawley - Ban right turns out of Lawley by insalling half seagul island in Lawley st and narrow median island in Fitzgerald St	80,000	1,600	80,000	-	-	
William/Forrest - instal traffic island on eastern leg of Forrest St and provide additional STOP sign	17,000	1,600	17,000	-	-	
Beaufort / Harold , Highgate	150,000	-	150,000	-	-	
CAR PARK DEVELOPMENT						
Access and Inclusion (DAIP) – ACROD Parking Improvement Program	30,000	-	30,000	-	-	
Accessible City Strategy Implementation (Action 3.3.1, 3.3.4 & 2.2.1)	505,000	11	505,000	-	-	
Minor Capital Improvements of City Car Parks (General Provision)	36,425	-	36,425	-	-	
DRAINAGE						
Britannia Reserve Main Drain Renewal Stages 1 & 2	21,670	-	21,670	-	-	
Gully Soak-well installation program	108,279	23,569	108,279	-	-	
Minor drainage improvement program	425,431	10,561	425,431	-	-	
Mt Hawthorn West Catchment Drainage Improvements – Stage 1	40,000	-	40,000	-	-	
HAYNES STREET RESERVE - IMPLEMENTATION STAGES 1 & 2						
Haynes Street Reserve Development Plan Implementation Stages 1 & 2	340,000	97,529	340,000	-	-	
INFRASTRUCTURE MISCELLANEOUS						
North Perth Tennis Club - Upgrade of floodlighting to LED on two hard courts	8,716	-	8,716	-	-	
Public Open Space Strategy Implementation (Minor Works)	20,000	4,000	20,000	-	-	
Tree Up Lighting	60,000	-	60,000	-	-	
LITIS STADIUM						
Litis Stadium Floodlights	50,000	47,444	20,000	(30,000)	-	Surplus reallocated.
LOCAL ROADS PROGRAM						
Annual Local Roads Program	1,295,569	429,640	1,295,569	-	-	
OTHER ROADS						
Annual Roads to Recovery Program	233,740	130,669	233,740	-	-	
Thompson Street - Barnet Street to Loftus Street	2,000	-	2,000	-	-	
Egina Street - Berryman Street to Anzac Road	5,000	-	5,000	-	-	

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD
MID YEAR BUDGET REVIEW 2022/2023

Attachment - 4

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
MISCELLANEOUS						
Artlets - Public Art - Sculpture	40,000	-	40,000	-	-	
Leederville Oval Stadium - Sports lights renewal (above $344,205 - issue with funding - requires Council decision - grant has time limit)	1,201,983	13,125	30,000	(1,171,983)	1,171,983	Reduce overall budget due to only design stage in 2023FY. Carry forward to 2024FY to finalise funding agreement and agreed scope of works.
MT HAWTHORN SKATE PARK						
Mt Hawthorn Skate Park - Youth Skate Facility (Election Commitment)	250,000	-	230,000	(20,000)	20,000	Carry forward funds to 2024FY.
PARKS - ECO ZONING PROGRAM						
Charles Veryard Reserve - Eco-zoning	20,000	-	20,000	-	-	
Edinboro Street Reserve	19,802	8,576	9,802	(10,000)	-	Reallocate savings for Vincent/Bulwer Eco Zoning
Monmouth Street	9,916	1,780	9,916	-	-	
Vincent / Bulwer Eco Zoning	-	-	10,000	10,000	-	New project funded from savings on Edinboro Street Reserve
PARKS - FENCING RENEWAL PROGRAM						
Forrest Park - renew perimeter bollards and fencing	40,000	12,259	40,000	-	-	
PARKS - FURNITURE RENEWAL PROGRAM						
Hyde Park - Renewal of path lighting poles	126,374	84,274	126,374	-	-	
Keith Frame Reserve - Replace light poles	30,000	-	30,000	-	-	
PARKS - INFRASTRUCTURE RENEWAL PROGRAM						
Beatty Park Reserve Retaining Wall (Flood Mitigation)	50,000	26,700	50,000	-	-	
Britannia Reserve – Floodlight Repair	48,710	9,553	39,000	(9,710)	-	Surplus reallocated
Charles Veryard Reserve - Flood Lighting	48,661	51,330	53,740	5,079	-	Increase budget from surplus
Hyde Park - renew park furniture	10,000	-	10,000	-	-	
PARKS - IRRIGATION RENEWAL PROGRAM						
Birdwood Square - renew groundwater bore	45,000	-	45,000	-	-	
Brigatti Gardens - renew electrical cabinet	15,000	-	15,000	-	-	
Les Lilleyman - upgrade in-ground irrigation system and electrical cabinet	180,000	-	180,000	-	-	
Menzies Park - Replace Irrigation System	61,090	1,980	61,090	-	-	
PARKS - PLAYGROUND/EXERCISE EQUIPMENT RENEWAL PROGRAM						
Braithwaite Park - replace various wooden nature plan elements	50,000	325	50,000	-	-	
Britannia Reserve - replace playground soft fall	40,000	-	40,000	-	-	
Charles Veryard Reserve - replace exercise equipment	60,000	96	60,000	-	-	
Forrest Park - replace exercise equipment (deferred from 2019/20)	43,208	41,208	43,208	-	-	
Gladstone Street Reserve - upgrade & replace playground equipment	105,000	105,000	105,000	-	-	
Hyde Park - replace water playground shade sails	12,000	10,600	12,000	-	-	
Ivy Park - upgrade & replace playground equipment	90,000	66	90,000	-	-	
Les Lilleyman – Playground and softfall replacement	115,000	115,000	115,000	-	-	
Lynton Street Reserve - Renew & replace playground equipment	80,000	68	80,000	-	-	

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD
MID YEAR BUDGET REVIEW 2022/2023

Attachment - 4

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
Menzies Park - replace playground shade sails	8,000	7,880	8,000	-	-	
Oxford Street Reserve - renew wooden nature play elements	20,000	325	20,000	-	-	
Menzies Park – replace exercise equipment	42,800	40,800	42,800	-	-	
Hobart/Auckland Street Reserve – Partial Playground Shadesail Replacement	7,500	7,150	7,500	-	-	
Multicultural Federation Gardens – Partial Playground Shadesail Replacement	5,500	5,180	5,500	-	-	
PARKS AND RESERVES						
Greening program - Project locations to be determined	200,000	26,118	200,000	-	-	
Wayfinding Implementation Plan - Stage 1	198,000	-	198,000	-	-	
PUBLIC OPEN SPACE STRATEGY - IMPLEMENTATION						
RIGHTS OF WAY						
Laneway Lighting Program	40,000	-	40,000	-	-	
Rights of Way Rehab Program - Program based upon the most recent condition assessment survey	150,000	-	150,000	-	-	
ROADWORKS - REHABILITATION (MRRG PROGRAM)						
Annual MRRG Program	-	-	-	-	-	
Fitzgerald St (1) - Bulwer to Vincent	107,387	*108,542*	107,387	-	-	
Fitzgerald St (2) - Newcastle to Carr	123,496	*115,526*	123,496	-	-	
Oxford St - Richmond to Vincent	150,388	*760*	150,388	-	-	
Green St - Merredin to London	291,161	*760*	291,161	-	-	
Beaufort St (1) Fore to Brisbane	57,101	*8,110*	57,101	-	-	
Beaufort St (2) - Bulwer to Lincoln	110,897	*16,577*	110,897	-	-	
Walcott St (WB) - Fitzgerld to William	250,651	*237,111*	250,651	-	-	
ROBERTSON PARK DEVELOPMENT PLAN - STAGE 1						
Refurbish Courts to accommodate multisports and LED lighting upgrade	231,700	-	-	(231,700)	231,700	Pending outcome of negotiation with stakeholders.
SLAB FOOTPATH PROGRAM						
Eton St - Ellesmere Street to Gill Street	-	-	-	-		
Eton St - Haynes Street to Hobart Street	-	-	-	-		
Footpath Upgrade and Renewal Program (Annual)	290,526	29,035	290,526	-	-	
STREET FURNITURE						
Replacement and Renewal of 94 Bus Shelters (50 shelters derive income from advertising)	46,651	-	46,651	-	-	
STREET LIGHTING						
Beaufort St - Art Deco Median Lighting Renewal	220,000	-	220,000	-	-	
Street Lighting Renewal Program - allocated annually	69,107	16,056	69,107	-	-	
STREETSCAPE IMPROVEMENTS						
Streetscape Improvements Program - allocated annually	84,850	39,615	84,850	-	-	

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD
MID YEAR BUDGET REVIEW 2022/2023

Attachment - 4

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
TRAFFIC MANAGEMENT PROGRAM						
40kph trail - finalisation report	20,000	2,221	20,000	-	-	
40kph zone implementation (ACS) with MRWA	50,000	-	50,000	-	-	
Alma/Claverton Local Area Traffic Management	32,981	2,679	32,981	-	-	
Britannia Road Improvements	40,000	-	40,000	-	-	
Loftus and Vincent Pedestrian improvements, design 22/23, Implement 23/24	30,000	-	30,000	-	-	
Minor Traffic Management Improvements - allocated annually	146,051	11,400	146,051	-	-	
Harold and Lord St Intersection	22,850	-	22,850	-	-	
Infrastructure Assets Total	**10,299,146**	**2,002,763**	**8,845,153**	**(1,453,993)**	**1,423,683**	
Plant & Equipment Assets						
ASSETS - BP LEISURE CENTRE						
Gym equipment - Strength and Group Fitness Equipment Gym equipment - Cardio and Fans	827,879	778,140	778,141	(49,738)	-	Reduce budget to reflect OPEX portion of the equipment
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME						
Light Fleet - Annual Allocation (Trade-in value of $648k in FY2024. Further trade-in's for future years)	1,119,000	36,310	383,000	(736,000)		
P1265 - Toyota Corolla Hybrid	0	-	-	-		
P1263 - Toyota Corolla Hybrid	40,000	-	40,000	-	-	
P1267 - Toyota Camry Hybrid SL	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P1264 - Toyota Camry	28,000	-	28,000	-	-	
P2168 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	-	-	
P1269 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	-	-	
P2170 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	-	-	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
P1272 - Nissan Leaf BEV Hatch	40,000	-	-	(40,000)	40,000	Delivery expected to be 2024FY
P1273 - Nissan Leaf BEV Hatch	40,000	-	-	(40,000)	40,000	Delivery expected to be 2024FY
P1274 - Nissan Leaf BEV Hatch	25,000	-	25,000	-	-	
P1275 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	-	-	
P1276 - Toyota Corolla Hybrid Hatch	40,000	-	-	(40,000)	40,000	Delivery expected to be 2024FY
P1277 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	-	-	
P1278 - Toyota Corolla Hybrid Sedan	25,000	-	25,000	-	-	
P1279 - Toyota Camry Hybrid SL	28,000	-	28,000	-	-	
P1280 - Toyota Corolla Hybrid Sedan	25,000	-	25,000	-	-	
P2182 - Toyota Hilux Workmate Ttop	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
P2200 - VOLKSWAGEN Caddy Maxi TDI250	45,000	-	-	(45,000)	45,000	Delivery expected to be 2024FY
P2201 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P2202 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P2203 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P2204 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY

CITY OF VINCENT
CAPITAL BUDGET INCLUDING CARRIED FORWARD **Attachment - 4**
MID YEAR BUDGET REVIEW 2022/2023

Description	Current Budget	YTD Actual Up To January 2023	Proposed Revised Budget	Net Movement	Carried Forward Budget to 2024FY	Comments
P2205 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P2206 - Nissan Navara King Cab Ttop	33,000	-	-	(33,000)	33,000	Delivery expected to be 2024FY
P2207 - Nissan Navara Dual Cab	29,000	-	-	(29,000)	29,000	Delivery expected to be 2024FY
P2208 - Nissan Navara	35,000	-	-	(35,000)	35,000	Delivery expected to be 2024FY
P2209 - VW Caddy Maxi TDI250	40,000	-	-	(40,000)	40,000	Delivery expected to be 2024FY
P2210 - Nissan Navara Dual Cab	28,000	-	-	(28,000)	28,000	Delivery expected to be 2024FY
P1258 - AS6287 - Toyota Corolla Hybrid Hatch - 1GQT268	23,500	-	23,500	-	-	
P1262 - AS6297 - Toyota Corolla Hybrid - 1GRY421	23,500	23,390	23,500	-	-	
P2198 - AS6318 - 1GSL453-Nissan Navara	30,000	-	-	(30,000)	30,000	Delivery expected to be 2024FY
P2199 - AS6322 - Nissan Navara dual cab 1GTK364	28,000	-	-	(28,000)	28,000	Delivery expected to be 2024FY
P2179 - AS5159 - Hyundai TQ iLoad 3s - 1EYK726	40,000	12,920	40,000	-	-	
P2190 - AS6113 - Mitsubishi Triton 4x2 GLX - 1GJL089	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
P2194 - AS6292 - Nissan Navara 4x2 - 1GRN511	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
P2195 - AS6293 - Nissan Navara 4x2 - Parks - 1GRN512	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
P2196 - AS6294 - Nissan Navara 4x2 - Parks - 1GRN513	25,000	-	-	(25,000)	25,000	Delivery expected to be 2024FY
MAJOR PLANT REPLACEMENT PROGRAM						
5 Tonne Rubbish Compactor Small Rear Loader - 1EKS994 - P3521-AS3772	340,000	-	337,000	(3,000)	-	Reduce budget to projected actual
Heavy Fleet Replacement Program	360,000	9,715	306,000	(54,000)	-	Reduce budget to projected actual
Road Sweeper - 1EBC003 - P3762-AS3554	380,000	385,000	385,000	5,000	-	Increase budget to reflect actual
Single Axle Tipper Truck - 1BUF690 - P3261-AS2697	170,000	162,007	163,000	(7,000)	-	Reduce budget to projected actual
MISCELLANEOUS - PLANT AND EQUIPMENT						
Parking Infrastructure Renewal Program	120,000	26,013	120,000	-	-	
Plant & Equipment Assets Total	**3,316,879**	**1,397,184**	**2,472,141**	**(844,738)**	**736,000**	
Grand Total	**20,088,613**	**5,152,770**	**16,991,041**	**(3,097,572)**		

CITY OF VINCENT
CARRY FORWARD SOURCE FUNDING CHANGES
MID YEAR BUDGET REVIEW 2022/2023

ATTACHMENT - 5

Description	Carried Forward Budget to 2024FY	Transfer to Reserve	Tranfer from Reserve	Grants	Contribution	Proceeds on disposal of assets	Comments
Land & Building Assets							
Beatty Park Leisure Centre – Construction & Fit Out Indoor Pool Changerooms	650,000	(441,144)	(208,856)	-	-		$50k reallocated to investigate pool tiling works priority. Reduce overall budget due to delivery expected to be in 2024FY.
North Perth Bowling Club	290,000	(90,000)	-	(180,000)	(20,000)		Project carried forward to 2024FY
Land & Building Assets Total	**940,000**	**(531,144)**	**(208,856)**	**(180,000)**	**(20,000)**	**-**	
Infrastructure Assets							
Leederville Oval Stadium - Sports lights renewal (above $344,205 - issue with funding - requires Council decision - grant has time limit)	1,171,983	-	(329,170)	(231,833)	(610,980)		Reduce overall budget due to only design stage in 2023FY. Carry forward to 2024FY to finalise funding agreement and agreed scope of works
Mt Hawthorn Skate Park - Youth Skate Facility (Election Commitment)	20,000	(20,000)	-	-	-		Carry forward funds to 2024FY.
Refurbish Courts to accommodate multisports and LED lighting upgrade	231,700	(131,700)		(100,000)			Pending outcome of negotiation with stakeholders
Infrastructure Assets Total	**1,423,683**	**(151,700)**	**(329,170)**	**(331,833)**	**(610,980)**	**-**	
Plant & Equipment Assets							
Light Fleet - Renewal	736,000	(268,000)	-	-		(468,000)	Delivery expected to be 2024FY
Plant & Equipment Assets Total	**736,000**	**(268,000)**	**-**	**-**	**-**	**(468,000)**	
Grand Total	**3,099,683**	**(950,844)**	**(538,026)**	**(511,833)**	**(630,980)**	**(468,000)**	

CITY OF VINCENT
MID YEAR BUDGET REVIEW 2022/2023
OPERATING BUDGET ANALYSIS

Attachment - 6

Account	Annual Current Budget	YTD Actuals up to January 2022	Annual Revised Budget	Revised budget vs Current budget	Revised Budget comments
01000 - Chief Executive Officer					
01000.0200.0407 - Operating Expenditure : Subscription/Publications	54,000	64,917	65,000	11,000	Increased WALGA subscriptions
01000.0200.0411 - Operating Expenditure : Operating Initiatives	256,000	89,045	268,000	12,000	Increased training courses
01015 - Human Resource					
01015.0200.0308 - Operating Expenditure : Paid Parental Leave Provision	85,000	130,673	145,000	60,000	Higher than budgeted parental leave taken by employees
01020 - Information Technology					
Consultants	350,000	333,684	385,264	35,264	Budget transferred from opearting intiatives
01020.0200.0411 - Operating Expenditure : Operating Initiatives	40,000	4,736	4,736	-35,264	Budget transferred to consulting expenses
01045 - Mindarie and Tamala Park					
Tax	-86,000	-141,660	-170,000	-84,000	Budget adjusted to be in line with actuals
Levy	46,713	8,629	8,629	-38,084	land
01050 - Rates					
01050.0900.0001 - General Purpose Rates Revenue : Rates - Interim	-300,000	-492,448	-370,000	-70,000	Budget adjusted to be in line with actuals
01055 - Insurance and General Purpose					
01055.0100.0028 - Operating income : Interest Received Banks & Others	-200,000	-278,797	-950,000	-750,000	Increased interest income due to rising interest rates
01060 - Financial Services					
01060.0200.0618 - Operating Expenditure : Debt Writen off	60,000	0	260,000	200,000	To account for potential infringement write-offs
01065 - Rec Centre / Beatty Park					
01065.0100.0061 - Operating income : Membership fees Income	-3,035,000	-2,685,867	-3,255,000	-220,000	Increased patronage and uptake of memberships since gym renovation
01065.0100.0063 - Operating income : Admission Fees Income	-2,030,850	-1,543,164	-2,172,850	-142,000	Increased membership sign-ups and usage for swimming pools
Charges	-110,100	-51,935	-75,100	35,000	Reduction in revenue from personal training sessions
01065.0100.0071 - Operating income : Enrolment Fees Income	-1,757,000	-1,190,418	-1,897,000	-140,000	Increased revenue from swim schools
01065.0200.0300 - Operating Expenditure : Salaries	3,570,216	2,363,445	3,746,955	176,739	revenue
Leave	176,405	110,248	197,181	20,776	revenue
01065.0200.0312 - Operating Expenditure : Superannuation - Statutory	392,362	257,531	410,919	18,557	Increased in group fitness FTE to align with the growth in revenue
01065.0200.0427 - Operating Expenditure : Membership fees Expenses	9,500	18,373	20,500	11,000	Increased access card purchases due to increase in membership sign-ups
01065.0200.0506 - Operating Expenditure : Furniture & Equipment Purchased	62,000	71,866	114,298	52,298	Funding transferred from capital projects
Hire	60,200	49,780	50,200	-10,000	Savings on swimming pool equipment
01065.0200.0617 - Operating Expenditure : Bank Fees & Charges	65,000	53,981	78,000	13,000	Budget adjusted in line with actuals due to increase in memberships
01065.0700.0701 - Depreciation : Depreciation	1,160,239	656,679	1,130,424	-29,815	Budget in line with actuals.
01090 - Senior and Disability services					
01090.0200.0448 - Operating Expenditure : Programmes and Events	30,500	19,378	41,500	11,000	Funding transferred from consulting fees
01110 - Development and Design					
01110.0110.0116 - License, Permits and Appl fees Income : Development Application Panel Fees	-36,000	-68,360	-67,586	-31,586	Budget adjusted in line with actuals due to increase in development application panels
01110.0110.0117 - License, Permits and Appl fees Income : Development Application Fees	-332,000	-334,794	-380,000	-48,000	Budget adjusted in line with actuals due to increase in development applications
01110.0200.0400 - Operating Expenditure : Consultants	30,000	41,264	70,000	40,000	Increase in consulting fees to reflect higher volume of development applications
01110.0200.0525 - Operating Expenditure : Development Application Panel Expense	36,000	67,714	47,870	11,870	Increase to reflect higher volume of development applications
01125 - Building Control and License					
01125.0110.0125 - License, Permits and Appl fees Income : Building Licences/Permit	-430,000	-117,741	-225,000	205,000	Reduction in building applications due to the delay of mixed use developments
01130 - Policy and Place Services					
01130.0200.0423 - Operating Expenditure : Grant Expenses	37,000	0	93,000	56,000	Additional funds required for the review of heritage policies and design guidelines
01130.0200.0448 - Operating Expenditure : Programmes and Events	605,300	181,471	685,300	80,000	Additional consulting fees required for the Leederville EOI and planning framework
01160 - Infringement and Inspectorial Control					
01160.0200.0455 - Operating Expenditure : Fine Lodgement Fees	200,000	143,775	300,000	100,000	Budget adjusted in line with actuals due to increase in infringement FER lodgement
01160.0700.0701 - Depreciation : Depreciation	258,888	122,627	210,216	-48,672	Budget in line with actuals.

01165 - Car Parks and Kerbside Parking					
01165.0100.0081 - Operating income : Parking Ticket Machine Revenue	-6,153,682	-4,329,156	-6,517,279	-363,597	Budget adjusted in line with actuals in relation to carparking income
01170 - Engineering Design Services					
01170.0200.0415 - Operating Expenditure : Electricity	768,628	413,341	733,224	-35,404	Budget adjusted to be in line with actuals
01170.0700.0701 - Depreciation : Depreciation	124,570	90,016	154,572	30,002	projects
01185 - Parks and Environmental Services					
01185.0700.0701 - Depreciation : Depreciation	1,194,753	626,166	1,130,618	-64,135	projects
01200 - Plant Operating					
01200.0700.0701 - Depreciation : Depreciation	1,605,113	422,149	1,104,692	-500,421	projects
01215 - Public Works					
01215.0700.0701 - Depreciation : Depreciation	4,368,342	2,491,950	4,271,762	-96,580	projects
01245 - Reserves Pavilions and Facilities					
usage	13,257	14,496	23,693	10,436	Budget adjusted to be in line with actuals
01245.0200.0515 - Operating Expenditure : Contractors	398,730	242,145	436,730	38,000	Additional cleaning and maintenance required due to additional toilets at Hyde Park
01250 - Health Clinics					
01250.0700.0701 - Depreciation : Depreciation	53,327	24,315	43,056	-10,271	Budget adjusted to be in line with actuals
01265 - Operational Buildings					
01265.0100.0041 - Operating income : Variable Outgoings Recoups	-219,132	-113,896	-245,505	-26,373	Budget adjusted to be in line with actuals
01265.0200.0515 - Operating Expenditure : Contractors	581,955	363,190	709,475	127,520	Centre, Hyde Park Toilets, DLGSC). Additionally, more agency labour have been hired to replace exising labour staff at a higher cost.
01275 - Parks Services Administration					
01275.0700.0701 - Depreciation : Depreciation	125,930	80,960	138,788	12,858	Budget adjusted to be in line with actuals
Total	**2,130,164**	**(1,789,692)**	**754,282**	**(1,375,882)**	

Change Request

REQUEST DETAILS

Title *	Project	Change Description *	Date Requested *	Benefits or reason for the change *
Change to delivery timeline and reallocation of funding	22FY BP - Beatty Park 2062 -	it has been recommended in the MYBR that $50k of this project funding be allocated to the 30m pool tiling investigation works to allow tender specification and scoping of this project to be achieved in this financial year. This will allow the pool tiling remediation works to progress sooner once budget is adopted, we can progress to tender as soon as possible. The additional $650k that is allocated to the changeroom project is recommended to be placed in the BPLC infrastructure reserve pending the receipt advice and opinion of probable cost of this project. Once the estimated cost of the project is known Council can decide the funding allocations to this project in 2024 should funding be available, stage the project or defer project due to funding priorities. See less	27/02/2023	Bring the retiling of the 30m pool forward as this has now become a priority project. mitigation of both OH&S standards and reputational value to the City.

Risks of not approving the change *

Closure of the 3om pool will be inevitable.

CHANGE IMPACT

Contract Impact *	Deliverables Impact *	Financial Impact *	Financial Impact Details	Quality Impact *
Contract extension	Yes	Additional funding required	At this stage unknown	No quality impact

Resources Impact *
Unknown

Schedule Impact *
Unknown

Scope Impact *
Unknown

REQUEST MANAGEMENT

Requested By *
Brian Marr

Approving Manager *
Jayde Robbins

Processing Status *
Manager approved

Append-Only Comments

Raymond Susilo (1/03/2023 2:08 PM):
Approved by A/Directore I&E on 01/03/2023.

Raymond Susilo (28/02/2023 6:06 PM):
Request sent to Exec Director I&E on 28/02/2023.

RELATED DOCUMENTS (attach any supporting documentation)

Attachments

Add or remove attachments

City of Vincent

7.5 OUTCOME OF ADVERTISING - YOUTH ACTION PLAN 2023-2026

Attachments:
1. **Youth Action Plan 2023-2026 Actions and Deliverables**
2. **YAP Survey Responses Report**
3. **Summary of Community Consultation Comments Received**

RECOMMENDATION:

That Council ENDORSES the Youth Action Plan 2023-2026 at Attachment 1

PURPOSE OF REPORT:

To present the outcome of community consultation and seek endorsement of the Youth Action Plan 2023-2026 actions and deliverables at **Attachment 1**.

BACKGROUND:

At the Ordinary Meeting of Council on 25 June 2019, Council endorsed the development of the City's first Youth Action Plan (Plan). The development of the Plan was included as objective 3.10 in the City's Corporate Business Plan 2019-2020 with Council endorsing the Youth Action Plan 2020-2022 on 20 October 2020.

The Plan was developed as part of a five-year vision, with actions and deliverables outlined for an initial two-year term. This timeframe ensured the Plan was responsive to changing external context due to the COVID-19 pandemic.

In March 2022 the City engaged Youth Affairs Council of WA (YACWA) to assist with developing and delivering a youth-led consultation model. Eight peer researchers were recruited collaborating with the City to develop the Youth Action Plan survey. The peer researchers became community champions, driving the delivery of the survey to their peers.

Concurrently, the current Plan was reviewed, and community engagement undertaken to determine the needs and priorities of our community and key stakeholders for the next three years.

A survey was open to the public from 2 to 29 May 2022. During this consultation period, the following engagement activities were conducted:

- Online and in person surveys
- Stall at Kyilla Farmers Market
- Pop-up consultation sessions at Loftus Recreation Centre
- Pop-up consultation session at Beatty Park Leisure Centre
- Pop-up consultation session at Leederville Skate Park
- Community workshop with the YMCA Youth Squad
- Community workshop with Aranmore Catholic College
- Online and in-person meetings with key external stakeholders
- Online workshop and feedback from the Children and Young People Advisory Group (CYPAG)
- Online and in-person feedback from team members across City business units.

A range of formal and informal engagement tools were used to reach as many networks as possible with small incentives provided to complete online surveys. Officers presented at community events, pop-up stalls/stations and ad hoc activities.

An Imagine Vincent page was developed and promoted via the City's social media platforms, flyers and posters, the City's e-newsletter and information sent via email to relevant stakeholders, community groups and individuals including:

- Foyer Oxford
- The Y
- Aranmore Catholic College
- Passages
- Local sporting clubs
- Community organisations.

Following the initial engagement period, the actions and deliverables for the Youth Action Plan 2023-2026 were drafted and approved by Council at the Ordinary Council Meeting on 13 December 2023 for public advertising.

The revised deliverables aim to:

- Demonstrate the City's commitment to recognising and supporting our young people.
- Provide a framework for how the City will work with young people, service providers and the community.
- Support our youth.
- Provide guiding principles for ensuring the City's services and programs consider the impact on youth.
- Allow for synergies and integration with existing plans and strategies.
- Provide targeted objectives for how the City can support, connect, and empower its young people.

DETAILS:

Final consultation for the draft Youth Action Plan commenced in January 2023.

Public advertising was undertaken in accordance with the City's Community and Stakeholder Engagement Policy for 23 days from 26 January until 27 February 2023.

Community consultation was advertised as follows:

- Imagine Vincent consultation page including survey
- Media release issued to local papers
- Public notice at the Administration Building
- Posts on the City's social media channels – Facebook and LinkedIn
- News update on the City's website
- Posters at community spaces used by young people (parks, facilities, YMCA, Aranmore Catholic College, North Metro TAFE)
- Articles in the City's monthly e-newsletter with a link to the survey
- Social media and radio advertising via Boom Radio.

Targeted engagement with key stakeholders through:

- Pop-up consultation at Kyilla Farmers Market
- Pop-up consultation at Loftus Recreation Centre
- Pop-up consultation at Beatty Park
- Pop-up consultation at North Metro TAFE
- Pop-up at YMCA HQ gig
- Direct emails and conversations with:
    - Local schools
    - TAFE
    - Sporting clubs
    - Youth service providers
    - Youth at Risk Network (YARN)
    - YMCA Youth Squad

The results of the public consultation are as follows:

- Unique page views – 222
- Survey participants – 18

Survey results are provided in **Attachment 2.**

The majority of respondents were young people (age 12-25) who live within the City and representatives from organisations that work with young people and are based in the City of Vincent.

82% of survey responses agreed that the proposed draft actions and deliverables for the YAP support the City's vision to Support, Connect and Empower our youth.

A summary of consultation comments has been detailed in **Attachment 3.**

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

There are no legal requirements to have a Youth Action Plan.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to adopt this Plan. The Plan has been developed with relevant community stakeholders and Administration staff.

STRATEGIC IMPLICATIONS:

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

Connected Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
We are an inclusive, accessible and equitable City for all.
Our community facilities and spaces are well known and well used.
An arts culture flourishes and is celebrated in the City of Vincent.

Thriving Places

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

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.
We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

Increased physical activity

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

Specific actions and deliverables within the Youth Action Plan 2023-2026 will be delivered through allocations in the 2023/24 operating budget and subsequent budgets subject to Council consideration.

COMMENTS:

The YAP provides a formalised framework that targets the City's vision to "*Support, Connect and Empower our Youth".* It facilitates holistic and integrated service delivery and aligns with the City's Strategic Community Plan 2018-2028, supporting our key priorities of Connected Community, Thriving Places and Innovative and Accountable.

YOUTH ACTION PLAN DRAFT ACTIONS AND DELIVERABLES 2023 - 2026

***SUPPORT AND OPPORTUNITY* - Create, promote and support opportunities that empower and build capacity of our young people to reach their diverse maximum potential.**

Actions	Deliverables	SCP Objective
Increase community awareness of opportunities and resources available for young people across the City	Develop a communications plan that facilitates the engagement of young people with the City and its opportunities Inform key youth stakeholders of upcoming opportunities and promote stakeholder opportunities to young people Ensure content is structured and delivered in youth-friendly formats to maximise uptake and increase awareness	Connected Community; Thriving Places
Support, promote and create leadership and empowerment opportunities for youth	Continue the Aranmore Catholic College trainee program and facilitate opportunities for work experience and targeted employment within the City of Vincent Engage and support youth leadership groups within the City of Vincent Ensure young people and heard and considered Identify and promote opportunities for young people that support connection and develop employment skills, life skills and soft skills	
Promote the valuable contribution of young people to our community	Showcase and celebrate the contributions of youth to the diversity and vibrancy of our community Partner with local schools, businesses and youth service providers to identify and recognise personal or professional achievements, efforts and contributions of youth	

***COMMUNITY AND PARTICIPATION* - Foster a sense of inclusiveness and belonging by providing opportunities for young people to connect with each other and the broader community.**

Actions	Deliverables	SCP Objective
Facilitate and support opportunities that encourage young people to build strong social networks through connecting with the broader community	Liaise with established community groups (Town Teams, Sporting Clubs, etc.) to identify opportunities for young people to contribute and participate in their local community Ensure that events offered by the City to young people throughout the year allow participation in different capacities and cater for different age groups and varied interests (i.e. spectating, volunteering, leading, participating ect.) Collaborate with major stakeholders on activities and events specifically organised for young people (i.e. Young Makers Market)	Connected Community; Thriving Places
Provide opportunity for youth to be actively involved in community initiatives	Seek broad youth input into the events and activities organised for WA Youth Week Promote volunteering opportunities Support young people in providing perspective and feedback on City projects, plans and strategies	
Provide safe youth-friendly spaces that enable young people to connect and engage in activities (social, recreational or educational)	Ensure a youth focus is considered in the development and implementation of the City's service programs (Beatty Park, Library and Local History Centre) Activate the City's facilities and spaces with youth-friendly activities and opportunities Explore potential opportunities for the City to facilitate outdoor health and fitness courses for young people	
Ensure accessibility and inclusion in all aspects of youth planning and service delivery	Ensure services, activities and events are inclusive and accessible, appealing to the diversity of our youth and reflecting varied interests, hobbies, ages, backgrounds and demographic profiles (e.g. LGBTQIA+, ATSI, CaLD, at-risk, people living with disability)	

***RESILIENCE AND WELLBEING* - Support our youth to be strong, healthy, safe and active.**

Actions	Deliverables	SCP Objective
Support service providers in their advocacy efforts and in their service delivery to youth	Continue to develop relationships with service providers and support them where possible to promote awareness of their services and create links with the wider community Support, where possible, networks, organisations and programs that target the wellbeing of vulnerable young people	Connected Community; Thriving Places
Support our youth to be healthy, happy, safe and connected	Facilitate creation of positive experience and constructive freedom of expression through creative platforms including art, music, events, performance opportunities and workshops Foster wellness by ensuring youth have knowledge of, and access to, services that influence their health, wellbeing, sense of safety and belonging Advocate for partnerships in the delivery of workshops and programs to maximise community reach and impact	
Identify opportunities to promote and support the mental health and wellbeing of our young people through partnerships with service	Explore workshop opportunities focused on mental health and wellbeing in order to promote confidence and support the transition to adulthood Continue to explore current and potential relationships and partnership opportunities with mental health service providers	

***ORGANISATIONAL CAPACITY* - Build organisational capacity through partnerships, knowledge and ensuring a youth voice is considered in service delivery.**

Actions	Deliverables	SCP Objective
Maintain an understanding of our youth sector and its evolving nature	Continue to regularly network with stakeholders to maintain knowledge of current and emerging themes impacting young people Continue to develop linkages and data sharing between youth service providers Stay informed of State, Federal and Local Government policy agendas and reform programs with a youth focus Encourage staff development opportunities that target the inclusivity of young people	Connected Community; Thriving Places
Encourage intergrated decision making	Consider a youth perspective in the development of relevant Council policies and plans (RAP, Arts and Culture Strategy, Public Health Plan, Town Centre Place Plans, Economic Development Strategy, etc.) Ensure the City's community engagement includes opportunities for young people to contribute Ensure youth representation is considered when determining membership of the City's Advisory and Working Groups	
Explore opportunities for greater partnerships with service providers, educational institutions and peak bodies	Continue participation in cross-agency collaborations, networks and working groups Consider collaborative opportunities with local service providers and businesses with youth focused initiatives Support service providers with their youth advocacy efforts where possible	
Provide young people with a platform to communicate their needs and aspirations	Engage with and seek feedback from young people on a regular basis by creating a platform for youth to contact and communicate openly with council representatives and implement feedback where appropriate Support formal platforms / Advisory Groups in which youth have an active or leading voice	

Survey | Actions and Deliverables: Youth Action Plan 2023-2026

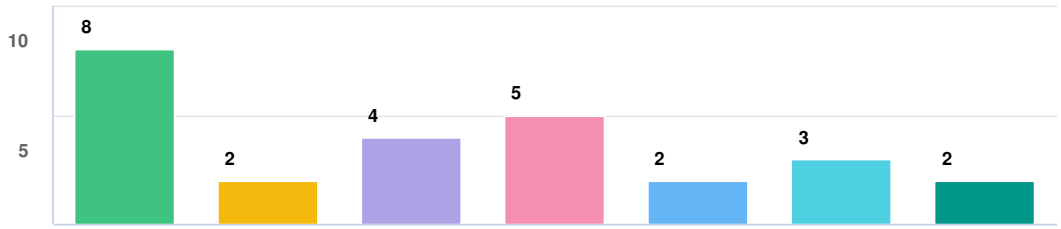
SURVEY RESPONSE REPORT
23 January 2023 - 27 February 2023

PROJECT NAME:
Youth Action Plan

BANG THE TABLE engagementHQ

SURVEY QUESTIONS

Q1 Please tick all applicable:



Question options

- I am a young person (age 12-25) who lives within the City of Vincent.
- I am a young person (age 12-25) who works within the City of Vincent.
- I am a young person (age 12-25) that attends a school, sporting club or organisation within the City of Vincent.
- I am a representative from an organisation that supports young people (age 12-25).
- I am a Vincent resident and live with or support young people (age 12-25).
- I am a Vincent resident.
- Other (please specify)

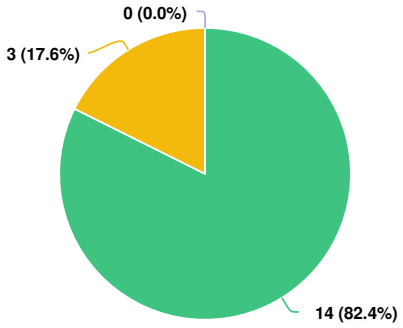
Mandatory Question (18 response(s))
Question type: Checkbox Question

Q2 What organisation are you providing this feedback on behalf of?

Anonymous 1/23/2023 01:50 PM	Loftus Recreation Centre
Anonymous 2/07/2023 02:18 PM	The Y
Anonymous 2/14/2023 05:31 PM	Propel Youth Arts WA
Anonymous 2/22/2023 12:22 PM	Passages Youth Engagement Hub
Anonymous 2/24/2023 01:36 PM	Foyer Oxford

Optional question (5 response(s), 13 skipped)
Question type: Single Line Question

Q3 Do you believe the DRAFT Actions and Deliverables of the Youth Action Plan 2023-2026 support the City's vision to Support, ...



Question options

Yes Other (please specify) No

Optional question (17 response(s), 1 skipped)
Question type: Radio Button Question

Q5 Please provide any additional feedback you may have on the revised actions and deliverables of Focus Area 1 - Support and Opportunity:

Anonymous 1/23/2023 01:50 PM	Expanding on the City's collaboration with stakeholders, I believe the City could benefit from creating a forum where stakeholders are able to form partnerships and collaborate with each other to benefit the Vincent community.
Anonymous 1/29/2023 12:20 PM	Expand support past just Aranmore, but to youth housing services such as Foyer and Foundation housing.
Anonymous 2/14/2023 05:31 PM	I think the City could commit further to providing platforms for youth opportunities and support. In particular, I think the "Identify and promote opportunities for young people that support connection and develop employment skills, life skills and soft skills" deliverable would be a key action to delve further into.
Anonymous 2/22/2023 03:35 PM	The language used are rather outdated words and it reads like a politician avoiding a question. The language you use when talking to youth should be simple and clear so everybody can understand the point you want to get across.
Anonymous 2/22/2023 04:05 PM	You don't just need to increase awareness of resources and opportunities for youth, the city should increase the resources and opportunities. The program budget is about $20,000 for the roughly 5,000 young people aged 12-25 in Vincent. That's $4 per young person. How much is spent on programs and facilities for other groups - from children to seniors to special interest groups such as artists.

Optional question (5 response(s), 13 skipped)
Question type: Essay Question

Q6 Please provide any additional feedback you may have on the revised actions and deliverables of Focus Area 2 - Community and Participation:

Anonymous 1/29/2023 12:20 PM	Advertise a variety of services and activities with existing services. Allow for young people to organise their own activities
Anonymous 2/14/2023 05:31 PM	More active language around accessibility and youth inclusion. Rather than "consider accessibility and inclusion..." put something more active like "ensure accessibility and inclusion..."
Anonymous 2/22/2023 03:35 PM	There are a lot of non sport facilities for adults that do not welcome youth.
Anonymous 2/22/2023 03:41 PM	There is plenty of sport facilities and events, but not much catered to people who don't like sport as much.
Anonymous 2/22/2023 04:05 PM	Even if Vincent has limited resources for programming, it supports facilities or spaces that could and should be more welcoming to young people. Take Woodville Reserve as an example. Woodville Reserve has: a large park for dogs; a soccer field; a children's playground; pavilion that is sometimes used or hired for sports groups; North Perth Bowls Club (a licensed place where teens can't go unless they are with their families); the Vincent men's shed for mostly older men who do not even need to live in Vincent and which is not welcoming to young people): the community garden which is more welcoming to younger people but whose members are almost all adults and seniors; the nature play area (which is for young kids); the tennis club which again is mostly adults and seniors. There was an opportunity for the council to offer more inclusive programming in the building between the men's shed and tennis club which is now being used by the Robertson Park artists. There is no requirement for Robertson Park artists to share the space with any other groups, let along young people. If Council facilities are being used by specific groups, there should be some requirement for them to offer even some sort of token programming for a broader section of the community, particularly young people who are the least welcome anywhere because of the perceived noise and trouble they will attract to a facility.

Optional question (5 response(s), 13 skipped)
Question type: Essay Question

Q7 Please provide any additional feedback you may have on the revised actions and deliverables of Focus Area 3 - Wellbeing and Resilience:

Anonymous 1/29/2023 12:20 PM	collaborate with young people to understand where pain points are in their experiences and compensate them for their work
Anonymous 2/14/2023 05:31 PM	I wonder if there's room within this focus area to pilot some cross-sector partnership initiatives and research projects? For instance, anecdotally, we all know the positive benefits that community connection, creative expression, etc have on young people especially, but there are surprisingly few case studies and best practice models on this.
Anonymous 2/22/2023 03:41 PM	Most of the activities in Vincent are much more catered to younger kids.
Anonymous 2/22/2023 04:05 PM	Young people need shared spaces where they feel comfortable and safe to connect with other young people away from their screens and bedrooms. The best mental health initiative the city could provide is that space somewhere. Even if resourcing is tight, the more inclusive use of council facilities across the board to include young people could help provide that space.

Optional question (4 response(s), 14 skipped)
Question type: Essay Question

Q8 Please provide any additional feedback you may have on the revised actions and deliverables of Focus Area 4 - Organisational Capacity:

Anonymous 1/29/2023 12:20 PM	n/a
Anonymous 2/14/2023 05:31 PM	I think this is good and would need to be acknowledged that organisational capacity and capability - and changing of organisational culture in this regard - may be a slow process.
Anonymous 2/24/2023 01:36 PM	I think there is a lot of power within the organisations in the community so like that the plan reflects this.

Optional question (3 response(s), 15 skipped)
Question type: Essay Question

Q9 Do you have any final comments on the draft actions and deliverables for the Youth Action Plan 2023-2026?

Anonymous 1/23/2023 01:50 PM	I think the plan is quite comprehensive and will be easy for both the City to follow, and stakeholders to refer to in order to understand the City's priorities regarding youth action.
Anonymous 1/29/2023 12:20 PM	n/a
Anonymous 2/13/2023 11:26 AM	It is a great initiative to empower our youth.
Anonymous 2/13/2023 11:27 AM	Improve accessibility is very important. I struggle to get around on my crutches.
Anonymous 2/13/2023 11:28 AM	I believe the revised deliverables will really help in meeting the needs of our young people.
Anonymous 2/21/2023 10:35 AM	Support organisations like the Y!
Anonymous 2/22/2023 03:41 PM	I think the document is too confusing and hard to understand for a young person.
Anonymous 2/24/2023 01:36 PM	I think it is great

Optional question (8 response(s), 10 skipped)
Question type: Essay Question

Comment Received	Administration Response
Request for the City to expand on its collaboration with stakeholders by creating a forum where stakeholders can form partnerships and collaborate with each other to benefit the Vincent community.	Noted. The Plan currently addresses this comment through: *Action* 'Explore opportunities for greater partnerships with service providers, educational institutions, and peak bodies' *Deliverables* Continue participation in cross-agency collaborations, networks and working groups. Continue to develop linkages and data sharing between youth service providers. Continue to regularly network with stakeholders to maintain knowledge of current and emerging themes impacting young people.
Request to offer additional support to youth housing services such as Foyer and Foundation housing.	Noted. The Plan currently addresses this comment through: *Action* Support service providers in their advocacy efforts and in their service delivery to youth. *Deliverables* Continue to develop relationships with service providers and support them where possible to promote awareness of their services and create links with the wider community. Support, where possible, networks, organisations and programs that target the wellbeing of vulnerable young people.

Comment Received	Administration Response
Request for the City to commit further to providing platforms for youth opportunities and support. It was recognised that the deliverable "Identify and promote opportunities for young people that support connection and develop	Noted. This deliverable has a broad context to ensure flexibility so we can be guided in the types of workshops and opportunities we offer through discussions with young people and stakeholders. We encourage collaborative funding
employment skills, life skills and soft skills" could be further developed.	opportunities with youth service organisations that have a strong level of engagement with young people within our community.
Request for the City to advertise a variety of services and activities with existing services.	Noted. The Plan currently addresses this comment through: *Action* Increase community awareness of opportunities and resources available for young people across the City. *Deliverable* Inform key youth stakeholders of upcoming opportunities and promote stakeholder opportunities to young people.
Request for the City to consider allowing young people to organise their own activities	Noted. The Plan currently addresses this comment through: *Action* Provide opportunity for youth to be actively involved in community initiatives *Deliverable* Seek broad youth input into the events and activities organised for WA Youth Week
Request to use more active language around accessibility and youth inclusion. Rather than "consider accessibility and inclusion..." put "ensure accessibility and inclusion.."	Noted. The Plan has been updated to reflect this.

Comment Received	Administration Response
Request to collaborate with young people to understand where pain points are in their experiences and compensate them for their work.	Noted. Encouraging authentic engagement and developing an understanding of the needs and barriers being experienced by young people is a key focus area for the City.
Request to pilot some cross-sector partnership initiatives and research projects. For instance, anecdotally, we all know the positive benefits	Noted. The Plan currently addresses this comment through:
that community connection, creative expression, etc have on young people especially, but there are surprisingly few case studies and best practice models on this.	*Action* Maintain an understanding of our youth sector and its evolving nature Deliverables Continue to develop linkages and data sharing between youth service providers. Continue to regularly network with stakeholders to maintain knowledge of current and emerging themes impacting young people.
I think this is good and would need to be acknowledged that organisational capacity and capability - and changing of organisational culture in this regard - may be a slow process.	Noted.
I think the plan is quite comprehensive and will be easy for both the City to follow, and stakeholders to refer to in order to understand the City's priorities regarding youth action.	Noted.
It is a great initiative to empower our youth	Noted.
Improve accessibility is very important. I struggle to get around on my crutches.	Noted. The Plan currently addresses this comment through: *Action* Ensure accessibility and inclusion in all aspects of youth planning and service delivery. In addition to this, accessibility is also addressed in the City’s Access and Inclusion Plan 2022-2027.

Comment Received	Administration Response
The language used are rather outdated words and it reads like a politician avoiding a question. The language you use when talking to youth should be simple and clear so everybody can understand the point you want to get across.	Noted. Although two survey results received through this final phase of consultation have centred on the notion that the Plan is too ambiguous and confusing, it is recognised that consultation for this plan has had over 500 community representatives including 90% young people involved in discussions and surveys. It is also noted that the actions and deliverables of the Youth Action Plan 2023-2026 were formulated alongside eight community champions who are young people, together with the Youth Affairs Council of Western Australia.
I think the document is too confusing and hard to understand for a young person.	Given this is not a major review of the Youth Action Plan, the notion surrounding the scope of the content incorporated has remained consistent with the previous Plan. These respondents did not leave their contact information, so Officers have not been able to discuss these comments further.
Most of the activities in Vincent are much more catered to younger kids.	Noted. The Youth Action Plan 2023-2026 aims to ensure young people are considered with regards to community decisions, events, spaces and opportunities. There are a range of programs and opportunities for young people across the Vincent community. In February 2022 Council approved $50,000 (ex GST) annually for a term of 3-years for the YMCA HQ, as part of the City's Collaborative Funding Programs. The measurable outcomes of this funding solely target programs and opportunities for young people age 12-25.
Request to increase the resources and opportunities for young people. Participant commented that the program budget is about $20,000 for the roughly 5,000 young people aged 12-25 in Vincent. That's $4 per young person. How much is spent on programs and facilities for other groups - from children to seniors to special interest groups such as artists.	Noted. Although there is $20,000 allocated to the specific budget for Children and Young People, programs associated with this account total approximately $37,000. There is also significant funding allocated for other projects across the City's budget. This respondent did not leave their contact information, so officers have been unable to discuss this comment further.

Comment Received	Administration Response
Request for more shared spaces where young people feel comfortable and safe to connect with other young people away from their screens and bedrooms. Request for more non-sport facilities for young people. Request for facilities and events for young people who don't like sport as much. Request to make facilities and spaces more welcoming for young people, and to implement a requirement for leased City facilities to deliver youth programs and activities as part of their lease.	Noted. As a strategic document the Plan aims to guide decision making across the City, and as such actions and deliverables are intentionally broad in nature to allow for flexibility in supporting the community through collaborative opportunities and partnerships with organisations that support young people across the City. The Youth Action Plan 2023-2026 aims to ensure young people are considered throughout community spaces. The Plan currently addresses these comments through: *Action* 'Provide safe youth-friendly spaces that enable young people to connect and engage in activities (social, recreational or educational)' *Deliverables* Ensure a youth focus is considered in the development and implementation of the City's service programs (Beatty Park, Library and Local History Centre) Activate the City's facilities and spaces with youth-friendly activities and opportunities

8 CHIEF EXECUTIVE OFFICER

8.1 CITY OF VINCENT ORDINARY ELECTION 21 OCTOBER 2023 - APPOINTMENT OF ELECTORAL COMMISSIONER TO CONDUCT THE ELECTION BY POSTAL VOTE

Attachments:
1. **Letter from WA Electoral Commissioner dated 9 February 2023 - conduct of City's 2023 ordinary election**
2. **Letter from Minister for Local Government**

RECOMMENDATION:

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the City of Vincent 2023 ordinary election, together with any other elections or polls which may also be required at this time;**

2. **APPROVES BY ABSOLUTE MAJORITY, in accordance with section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the 2023 ordinary election will be as a postal election; and**

3. **NOTES that the estimated cost of the Electoral Commissioner conducting the City's 2023 ordinary election by postal vote is $144,000 (including GST).**

PURPOSE OF REPORT:

To consider the process and method for conducting the City of Vincent's (City's) 2023 ordinary election.

BACKGROUND:

Pursuant to section 4.7 of the *Local Government Act 1995* (LG Act) ordinary elections are to be held on the third Saturday of October every two years. The next ordinary election will be held on 21 October 2023. Local governments can choose to be responsible for the conduct of the ordinary election or appoint the Electoral Commissioner to conduct the ordinary election on its behalf. The method of conducting the election can either be via postal or in person voting.

DETAILS:

The Western Australian Electoral Commissioner wrote to the City on 9 February 2023 refer **Attachment 1** offering to conduct the election on the City's behalf in accordance with section 4.20(4) of the LG Act and setting out its estimated costs.

The Minister for Local Government Hon. John Carey MLA, recently wrote to all local governments advising of upcoming changes to the Local Government Act which may impact upon the 2023 Elections **Attachment 2**. These changes include:

- The introduction of optional preferential voting for all local government elections;
- Directly elected Mayors and Presidents for all Band 1 and 2 local governments;
- The abolition of wards for all Band 3 and 4 local governments; and
- Aligning the size of all councils with the size of the population of each district.

The introduction of preferential voting would be the only change affecting the City of Vincent.

Administration recommends that the Electoral Commissioner is appointed to conduct the ordinary election, on the basis that it has the following benefits:

1. the election is conducted by professionally trained staff appointed for that sole purpose;

2. the election is overseen by an independent body with the appropriate experience and resources; and

3. removes any conflict of interest that may arise or be perceived to arise between Council Members, Candidates and the Chief Executive Officer in his role as the Returning Officer, or other local government officers appointed in relation to the election.

The Electoral Commissioner has provided a cost estimate of $144,000 (including GST) to conduct the 2023 ordinary election for the City. The calculation of this estimate, including the assumptions the estimate is based on, is set out in the letter at **Attachment 1**.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 4.20(4) of the LG Act allows local governments to appoint the WA Electoral Commissioner to conduct the election:

"4. *A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of the election, or all elections conducted within a particular period of time, and, if such declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections*."

* Absolute majority required

Section 4.28(c) of the LG Act governs the fees and charges associated with the election:

"4.28 *A local government is to –*

(a) …

(b) …

(c) if a declaration under section 4.20(4) has been made in relation to the election, meet the expenses of the Electoral Commissioner in connection with the election to the extent required by regulations."

Section 4.61 of the LG Act sets out the choice of methods for conducting the election:

"4.61*(1) The election can be conducted as a –*

Postal election…

Voting in person election …

(2) The local government may decide to conduct the election as a postal election*."

*Absolute majority required.

RISK MANAGEMENT IMPLICATIONS:

Low: Appointing the Electoral Commissioner to conduct the 2023 ordinary election on behalf of the City is considered best practice. As the Electoral Commissioner has the requisite experience and will ensure compliance with the LG Act requirements it will have low risks for the City.

STRATEGIC IMPLICATIONS:

Conducting the 2023 ordinary election by postal vote should result in higher participation rates than in-person voting, and therefore this method aligns with the objectives and principles of the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

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

We are open and accountable to an engaged community.

FINANCIAL/BUDGET IMPLICATIONS:

The Electoral Commissioner estimates that the cost of conducting the 2023 ordinary election for the City by postal vote will be $144,000 including GST.

LGE 028

Mr David MacLennan
Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6007

Dear Mr MacLennan

Local Government Ordinary Election: 2023

The next local government ordinary elections are being held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for the 2023 election if conducted as a postal ballot is $144,000 inc GST, which has been based on the following assumptions:

- 26,100 electors
- response rate of approximately 30%
- 5 vacancies
- count to be conducted at the offices of the City of Vincent
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of $5,625 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

179916

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the *Local Government Act* 1995, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the City of Vincent in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.
My agreement is subject to the proviso that the City of Vincent also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

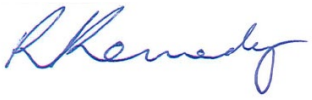
In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the City of Vincent in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

9 February 2023

Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our ref: 78-11008

City Of Vincent Records
RECEIVED
13 FEB 2023 14 FEB 2023
CTN Ref:
REC No:

Mayor Emma Cole
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Dear Mayor Cole

ARRANGEMENTS FOR THE UPCOMING OCTOBER 2023 ORDINARY ELECTIONS

As you know, the State Government is continuing to work with the local government sector to deliver the most significant package of local government reforms in more than 25 years. These reforms include several measures to strengthen local democracy and increase community engagement, including new requirements for:

- the introduction of optional preferential voting for all local government elections;
- directly-elected Mayors and Presidents for all Band 1 and 2 local governments;
- the abolition of wards for all Band 3 and 4 local governments; and
- aligning the size of councils with the size of the population of each district.

In September 2022, I wrote to all local governments to outline the implications of the reforms for each council, and pathways for implementing required changes. Since then, the majority of impacted councils have been working to consider how best to transition in changes. Many councils have since completed Ward and Representation Reviews, while others will have more substantial changes implemented through reform elections, or minor changes made to apply by default.

I would like to acknowledge and thank local governments for the constructive and proactive way they have approached this forward planning.

Further to my previous letter, the State Government is continuing to work to implement election reforms ahead of the October 2023 Ordinary Elections. The reforms will introduce Optional Preferential Voting (OPV) for all local government elections. OPV is similar to preferential voting used in State and Federal Elections, and for local government elections in every other Australian state. OPV provides that electors can preference as many or as few candidates as they decide, and there will be no transfer of preferences other than the preferences electors mark on their ballot paper.

The reforms will also include related new changes for the backfilling of vacancies, including:

- in the event that a member of the council is directly elected as the Mayor or President, the consequent vacancy can be filled by the next highest-polling candidate through the relevant district or ward council election held on the same day;
- if a vacancy arises within one year of a council member being elected at an ordinary election, that vacancy may be filled by the next highest-polling candidate; and
- the timeframes for which certain vacancies can remain unfilled ahead of an upcoming ordinary election will also be extended.

Together, these reforms will greatly reduce the need for extraordinary elections, saving costs for ratepayers and administrative burden for local governments in the longer term. However, these changes will require specific attention on election night, and returning officers will need to identify the candidates who are next in line to fill further vacancies for inclusion on the declaration of results.

Accordingly, I am writing to encourage all local governments to commence early planning for the practical arrangements for the conduct of the October 2023 Ordinary Elections.

As you would know, the council may declare the Electoral Commissioner as responsible to conduct postal elections under sections 4.20 and 4.61 of the *Local Government Act 1995* (the Act). Section 4.28 of the Act further provides that the local government is to meet the costs incurred by the Western Australian Electoral Commission (WAEC) in conducting such elections.

Alternatively, if council decides that the CEO (or other appointee) is to be the returning officer, local governments will have the option to purchase a licence for access to the WAEC's CountWA software to facilitate the counting of votes. CountWA software is used to count votes in State Elections, and involves data entry of preferences indicated on ballot papers. This provides for preferences to be counted and re-counted using the software.

If a local government decides to license the software instead of appointing the Electoral Commissioner to conduct the election, the CEO (or other appointee) will remain wholly responsible for the conduct of the count, the use of the software, the introduction of the new OPV counting and backfilling provisions, and dealing with any disputes or complaints. The WAEC will only be able to provide general assistance on accessing and using the software.

The WAEC will shortly be writing to all local governments to provide information for each council. The WAEC can also provide further information on each of these options. Please contact Phil Richards, Manager Election Events on 9214 0443 or at Phillip.Richards@waec.wa.gov.au if you have any queries.

It is strongly recommended that the decision for whether to declare the Electoral Commissioner as responsible for your election is put to Council at its March meeting. This will allow sufficient time for the WAEC to work with you to deliver the election, or provide you with a software licence, if preferred.

In considering potential arrangements, local governments should be mindful that the WAEC will require sufficient lead time to plan ahead. Accordingly, I strongly urge all local governments to make arrangements as early as possible, and consider the appointment of the WAEC to conduct the elections.

The Department of Local Government, Sport and Cultural Industries (DLGSC) is working closely with the WAEC to prepare further materials to assist local governments with the implementation of reforms. The DLGSC will provide further updates through LG Alerts to the sector and on the DLGSC's website. The DLGSC is also available to assist with any queries, including by email at lghotline@dlgsc.wa.gov.au or by phone on 1300 762 511.

Yours sincerely

HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

8.2 ADVERTISING OF AMENDED POLICY - LEGAL REPRESENTATION FOR COUNCIL MEMBERS AND EMPLOYEES (POLICY NO. 4.2.01)

Attachments: **1. Legal Representation for Council Members and Employees Policy - (marked up)** ⇩

RECOMMENDATION

That Council APPROVES the proposed amendments to the Legal Representation for Council Members and Employees Policy, at Attachment 1, for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the proposed amendments to the Legal Representation for Council Members and Employees Policy as detailed at **Attachment 1.**

BACKGROUND:

At its 23 July 2002 meeting, Council adopted the Legal Representation for Council Members and Employees Policy (Policy).

In 2006, the Department of Local Government, Sport and Cultural industries (DLGSC), then known as the Department of Local Government, published its Local Government Operational Guideline – Legal Representation for Council Members and Employees (Guidelines) and incorporated Model Policy.

The Guidelines and Model Policy were developed in response to an Inquiry into the City of Joondalup which criticised some Council Members for making uninformed and ill-advised decisions to pay personal legal expenses of the Chief Executive Officer (CEO).

At its 7 November 2006 meeting, Council amended its Policy to reflect the Model Policy in its entirety.

The City has previously sought legal advice with regard to its need to rely on the Policy to provide legal representation to its Employees. Legal advice identified that, at law, the City was obliged to indemnify Employees against liabilities, losses and expenses incurred as a result of performing their duties lawfully or even unlawfully, provided it was within the instruction to do so.

The requirement of provisions outlined in clause 1.3 of the Policy Development and Review Policy were presented to Council Members though the monthly Policy Paper in October 2022. No feedback was received.

DETAILS:

Section 9.56 of the *Local Government Act 1995* (the Act) provides protection from actions of tort for anything a Council Member or Employee has done in good faith, in the performance of a function under the Act or any other written law.

The Act further provides that the general function of a local government is to provide for good government of persons in its district and that money held in the municipal fund may be applied towards the performance of the functions and the exercise of powers conferred on the local government by the Act.

The Policy sets out the circumstances under which the City will contribute to legal fees for Council Members and Employees.

The findings of Administration's review are as follows:

Requirement for a documented Council position

A documented Council position is necessary to ensure that the pre-determined view is known to Council Members, Administration and the Community in advance of applications for funding being made.

It is noted in the Guidelines that local governments have a legislative duty of care to their Employees and an in principle duty of care to their Council Members to provide a safe working environment by adopting a policy that clearly outlines the circumstances under which the City will contribute to legal fees for Council Members and Employees.

Preliminaries and Objective

Administration is proposing minor amendments to the wording of the objective for simplicity. An introduction, purpose and scope have also been added for clarification.

Clause 3.1 – Application for Payment

Clause 3.1 of the Policy requires a Council Member or Employee to make an application, in writing to the Council or the CEO. In practice, Administration would need to prepare a report to Council to consider the application.

It is proposed that this clause is updated to reflect that all applications are to be submitted, in writing to the CEO, or where the CEO is the applicant to the Mayor.

Clause 3.5 – Conditional Approval

Administration has identified that, in its application, the Policy provides no guarantee for financial assistance to the applicant.

Clause 3.5 of the Policy requires the applicant to fill out a statutory declaration in which they agree to repay the cost under clause 7 if:

a. They are determined under clause 5 to have not acted in reasonable or in good faith or have acted unlawfully or in any way that constituted improper conduct or have misled the Council about their application.

Legal advice, sought as a result of a previous application, recommended that the City amend its Policy to consider that the requirement for a statutory declaration is not mandatory and could form part of a conditional approval, if required.

Administration is recommending that clause 3.5, 3.6 and 7 are deleted and any requirement to repay legal cost are to be assessed and determined on a case-by-case basis and included in the condition of approval noted in clause 5.1 (c) and clause 5.2.

Council determination of Employee applications

The existing policy requires all applications to be submitted to Council for approval. The City is obliged to indemnify Employees against liabilities, losses and expenses incurred as a result of performing their duties. In accordance with the Act Council Members have no direct authority over Employees with respect to the performance of their duties. The Act prescribes that the CEO is responsible for performance of Employees, determination of Employee applications (with the exception an application made by the CEO) should reside with the CEO.

Administration is proposing that the Policy is amended to authorise the CEO to determine all Employee applications (past and present) in accordance with the Council approved budget.

Condition 3.7 – Reports to Council

Clause 3.7 requires applications to be accompanied by a report to Council. As noted above Administration is proposing that the Policy is updated to reaffirm the CEO's authorisation to determine Employee applications.

Reports for Employee applications, with the exception of an application made by the CEO, will no longer require a report to Council. Administration is recommending that this clause is updated to note that an application made by Council Members is to be accompanied by a report prepared by the CEO or where the CEO is the applicant by an appropriate Senior Employee.

Condition 5 – Council's Powers

It is proposed that clause 5 is updated to authorise the CEO to refuse; grant; or grant subject to conditions; an application for payment of legal representation cost for Employees and the remaining clauses updated to reflect this authorisation accordingly.

CONSULTATION/ADVERTISING:

In accordance with the City's Community and Stakeholder Engagement Policy, community consultation of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre; and
- letters distributed to relevant local businesses and community groups

Public notice of proposed amendments to the Policy will be provided from early April 2022.

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the proposed amendments to the policy.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

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

Legal Representation for Council Members and Employees Policy

Legislation / local law requirements	*Local Government Act 1995* *Legal Practice Act 2003*
Relevant delegations	Nil.
Related policies, procedures and supporting documentation	Local Government Operational Guideline - Legal Representation for Council Members and Employees

PRELIMINARY

INTRODUCTION

Section 9.56 of the *Local Government Act 1995* (the Act) provides protection from actions of tort for anything a Council Member or employee has, in good faith, done in the performance or purported performance of a function under the Act or under any other written law. However, the legislation does not preclude people taking action against individual Council Members or employees if they believe that the Council Member or employee has not acted in good faith.

Section 3.1 of the Act provides that the general function of a local government is to provide for the good government of persons in its district. Section 6.7(2) provides that money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government by the Act or any other written law. Under these provisions, Council can expend funds to provide legal representation for its members and employees, as long as it believes that the expenditure falls within the scope of the local government's function.

PURPOSE

To set out the circumstances under which the City will contribute to legal fees for council members and employees.

OBJECTIVE

~~This policy is designed to protect the interests of Council Members and Employees (including past members and former employees) where they become involved in legal proceedings because of their official functions. In these situations the City may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.~~

~~This policy is necessary to ensure security, equity and consistency for Members and Employees to work for the good government of the district. This policy applies in that respect~~

To:

- protect the interests of council members and employees (including past members and former employees) where they become involved in legal proceedings as a result of their official functions; and
- ensure security, equity and consistency for council members and employees to work for the good government of the district.

Legal Representation for Council Members and Employees Policy

CITY OF VINCENT

SCOPE

This policy applies to the contribution of legal fees for council members and employees (including past members and former employees) where they become involved in civil legal proceedings in the course of their official functions.

POLICY PROVISIONS

DEFINITIONS

approved lawyer is to be

a. a 'certified practitioner' under the *Legal Practice Act 2003*;
b. from a law firm on the City's panel of legal service providers, if relevant, unless the Council or CEO considers that this is not appropriate – for example where there is or may be a conflict of interest or insufficient expertise; and
c. approved in writing by the Council or the CEO under delegated authority.

council member or employee means a current or former commissioner, Council Member, Non-elected Member of a Council Committee or Employee of the City.

legal proceedings may be civil, criminal or investigative.

legal representation is the provision of legal services, to or on behalf of a Council Member or Employee, by an approved lawyer that are in respect of

a. a matter or matters arising from the performance of the functions of the Council Member or Employee; and
b. legal proceedings involving the council member or employee that have been, or may be, commenced.

legal representation costs are the costs, including fees and disbursements, properly incurred in providing legal representation.

legal services includes advice, representation or documentation that is provided by an approved lawyer. payment by the City of legal representation costs may be either by

a. a direct payment to the approved lawyer (or the relevant firm); or
b. a reimbursement to the Council Member or Employee.

POLICY

1. Payment Criteria

There are four major criteria for determining whether the City will pay the legal representation costs of a council member or employee. These are:

a. the legal representation costs must relate to a matter that arises from the performance, by the Council Member or Employee, of his or her functions;

Legal Representation for Council Members and Employees Policy

CITY OF VINCENT

b. the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;
c. in performing his or her functions, to which the legal representation relates, the council member or employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
d. the legal representation costs do not relate to a matter that is of a personal or private nature.

2. Examples of legal representation costs that may be approved

2.1 If the criteria in clause 1 of this policy are satisfied, the City may approve the payment of legal representation costs:

a. where proceedings are brought against a council member or employee in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Council Member or Employee; or
b. to enable proceedings to be commenced and/or maintained by a Council Member or Employee to permit him or her to carry out his or her functions - for example where a Council Member or Employee seeks to take action to obtain a restraining order against a person using threatening behaviour to the Council Member or Employee; or
c. where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about Council Members or Employees.

2.2 The City will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by a Council Member or Employee.

3. Application for payment

3.1 ~~A Council Member or Employee who seeks assistance under this policy is to make an application(s), in writing, to the Council or the CEO.~~

3.1 All applications are to be submitted, in writing, to the CEO or where the CEO is the applicant to the Mayor

3.2 The written application for payment of legal representation costs is to give details of:

a. the matter for which legal representation is sought;
b. how that matter relates to the functions of the council member or employee making the application;
c. the lawyer (or law firm - if known) who is to be asked to provide the legal representation;
d. the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc);
e. an estimated cost of the legal representation; and
f. why it is in the interests of the City for payment to be made

Legal Representation for Council Members and Employees Policy

CITY OF VINCENT

3.3 The application is to contain a declaration by the applicant that he or she has acted in good faith and has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.

3.4 As far as possible the application is to be made before commencement of the legal representation to which the application relates.

~~3.5 The application is to be accompanied by a signed Statutory Declaration by the applicant that he or she:~~

~~a. has read, and understands, the terms of this Policy;~~
~~b. acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject; and~~
~~c. undertakes to repay to the City any legal representation costs in accordance with the provisions of clause 7~~

~~3.6 In relation to clause 3.5(c), when a person is to be in receipt of such monies the person should sign a Statutory Declaration which requires repayment of that money to the local government as may be required by the local government and the terms of the Policy.~~

3.7 An application made by a Council Member or the CEO is ~~also~~ to be accompanied by a report to Council prepared by the CEO or where the CEO is the applicant by an appropriate Senior Employee. The report will contain an assessment of the request, together with a recommendation.

4. Legal representation costs – Limit

4.1 The Council or CEO, in approving an application in accordance with this policy, shall set a limit on the costs to be paid based on the estimated costs in the application.
4.2 A Council Member or Employee may make a further application to the council in respect of the same matter.

~~5. Council's powers~~ Determination

5.1 The Council may:

a. refuse;
b. grant; or
c. grant subject to conditions, an application for payment of legal representation costs made by Council Members or the CEO.

Legal Representation for Council Members and Employees Policy

CITY OF VINCENT

5.2 The CEO may:

a. refuse;
b. grant; or
c. grant subject to conditions, an application for payment of legal representation costs made by Employees.

5.~~2~~3 Conditions under clause 5.1 and 5.2 will include, but are not restricted to:

a. a financial limit; and
b. a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.

5.~~3~~4 In assessing an application, ~~the council may have~~ regard to any insurance benefits that may be available to the applicant under the City's Council Members or Employees insurance policy or its equivalent, shall be applied.

5.~~4~~5 The Council or CEO may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

5.~~5~~6 The Council or CEO may, subject to clause 5.~~6~~7, determine that a Council Member or Employee whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved:

a. not acted reasonably or in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
b. given false or misleading information in respect of the application.

5.~~6~~7 A determination under clause 5.~~5~~6 may be made ~~by the Council~~ only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

5.~~7~~8 Where ~~the Council makes a~~ determination is made under clause 5.~~5~~6; (a) assistance will be immediately withdrawn; and (b) the legal representation costs paid by the City are to be repaid by the Council Member or Employee in accordance with ~~clause 7~~ the conditions of approval.

6. Delegation to Chief Executive Officer

6.1 In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant or may result in increased risk exposure to the City, the CEO may exercise, on behalf of the Council, any of the powers of the Council under clause 5.1 in accordance with the City's Risk Management Policy.

6.2 An application approved by the CEO under clause 6.1, is to be submitted to the next Ordinary Meeting of the Council. Council may exercise any of its powers under this Policy, including its powers under clause 5.~~4~~5.

Legal Representation for Council Members and Employees Policy

~~**7. 7. Repayment of legal representation costs**~~

~~7.1 A Council Member or Employee whose legal representation costs have been paid by the City is to repay the City:~~

~~a. all or part of those costs – in accordance with a determination by the Council under clause 5.7;~~
~~b. as much of those costs as are available to be paid by way of set-off – where the Council Member or Employee receives monies paid for costs, damages, or settlement, in respect of the matter for which the City paid the legal representation costs.~~

~~7.2 The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.~~

OFFICE USE ONLY	
Responsible Officer	Executive Manager Corporate Strategy and Governance
Initial Council Adoption	23/07/2002
Previous Title	N/A
Reviewed / Amended	Amended 07/11/2006 Reviewed 04/04/2018 (no amendments made)
Next Review Date	

8.3 LOCAL GOVERNMENT STATUTORY COMPLIANCE AUDIT RETURN 2022

This report will be finalised and published prior to the Council Briefing 7 March 2023.

In accordance with clause 2.5 of the City's Meeting Procedures Policy this report will supplement the Council Briefing Agenda as a late report due to the following circumstances:

- the delay in referring the business to a subsequent meeting would result in a breach of the City's legislative requirements.

Justification for inclusion

Section 7.13(1)(i) of the *Local Government Act 1995* (Act) requires local governments to undertake an audit of compliance *"in the prescribed manner and in a form approved by the Minister"*.

The Department of Local Government, Sport and Cultural Industries (DLGSC) released the questions for the 2022 Compliance Audit Return on Friday 13 January 2023.

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires that the Audit Committee reviews the completed CAR and reports the results to Council. Following Council's adoption of the CAR, the CAR must be submitted to DLGSC by 31 March 2023.

The first audit committee meeting of 2023 is scheduled to be held on Thursday 2 March 2023.

To achieve the required timeframe the CAR will need to be presented to and considered by the Audit Committee following publication of the Council Briefing Agenda.

8.4 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL MEETING OF ELECTORS HELD ON 2 FEBRUARY 2023

This report will be finalised and published prior to the Council Briefing 7 March 2023.

In accordance with clause 2.5 of the City's Meeting Procedures Policy this report will supplement the Council Meeting / Council Briefing Agenda as a late report due to the following circumstances:

- the delay in referring the business to a subsequent meeting could have adverse legal or financial implications for the City.

Justification for inclusion

Section 5.33(1)(a) of the *Local Government Act 1995* requires that all decisions made at an elector's meeting are to be considered at the next ordinary council meeting, or if that is not practicable at the fist ordinary council meeting after that meeting.

To achieve the required timeframe this report must be presented to Council at the 14 March 2023 Ordinary Council Meeting.

8.5 FY22 AUSTRALASIAN LOCAL GOVERNMENT PERFORMANCE EXCELLENCE PROGRAM - KEY FINDINGS OF BENCHMARKING REPORT

Attachments: **1. Local Government Performance Excellence Report 2022**

RECOMMENDATION:

That Council RECEIVES the City of Vincent's FY22 Australasian Local Government Performance Excellence Report at Attachment 1.

PURPOSE OF REPORT:

To provide Council with the City of Vincent's results report from its participation in the FY22 Australasian LG Performance Excellence Program.

BACKGROUND:

The City has previously participated in the LG Professionals Australasian Performance Excellence Program (PEP) prepared by PricewaterhouseCoopers (PwC) for the 2018/19 and 2019/20 financial years - and participated again in 2021/22. The PEP provides the City with comparative data to measure strategic and operational performance results in context with the sector's unique services. It also provides intelligence and insight on strengths and areas for improvement. See full report at **Attachment 1**.

The PEP assists local governments to better communicate, control and manage internal business performance.

DETAILS:

The key findings where the City of Vincent was identified as tracking either significantly above or below the medium metro WA Council is at **Attachment 1**.

1. Vincent is overall tracking towards a **gender-diverse** workforce.

   Comment: This reflects the City's and our community's values and aspirations for a workforce which reflects our diverse population.

2. The City is underspending on **staff training** compared to other LGAs.

   Comment: This continues to be a focus area for improvement to ensure staff have adequate training and support to fulfill their roles. Underinvestment in training is a significant concern and has a direct impact on organisational capacity and capability.

3. **Overtime** remains comparatively high.

   Comment: Overtime spend is under review – particularly if this could be creating OSH risks due to fatigue or excessive hours on the job.

4. **Agency staff** spend is very low.

   Comment: This might be related to the higher levels of overtime that internal staff are undertaking to complete their work.

5. Vincent has a higher **span of control** than the median – meaning we do not have too many layers of management.

   Comment: We do not have unnecessary layers of middle management and we enable our staff to be clever, creative and courageous in how they deliver our programs, projects and services.

6. **Sick days** taken were significantly lower than the median.

   Comment: This would indicate a high level of overall staff health and wellbeing.

7. **Lost time injuries** is higher than the benchmark.

   Comment: We expect this relates to a small number of very high claims.

8. **Capital expenditure** per resident of $250 remains lower than the median of $280.

   Comment: The reduction in the gap largely reflects the local government sector reducing capital expenditure during COVID19.

9. Early **collection of rates** is very favourable compared to the rest of the local government sector.

   Comment: This could indicate that Vincent's ratepayers have a higher capacity to pay, as well as our relatively low rating. The City's Rates team is proactive with debt recovery which also contributes to this favourable result.

10. **IT spending and staffing** are much lower than the benchmark.

    Comment: This is an area of long-term underspending which is being addressed – including through a greater focus on cyber security. We are responding to a series of findings identified by the Office of the Auditor General. Our response to a legacy of underinvestment in IT is to pursue a value for money approach to long overdue upgrades focused on producing the highest operational return. We are approaching this without a major capital spend on a new Enterprise Resource Planner by working with our existing vendor (Civica) to maintain and ensure a fit for purpose technology platform.

11. **Staff turnover** is lower than the benchmark in most service areas but much higher in town planning.

    Comment: Across the local government sector, the top three most cited skill shortages that local governments experienced were engineers (as noted by 46% of 2022 survey respondents), urban and town planners (40%), building surveyors (36%), environmental health inspectors (30%) and human resources professionals (29%).

    Several occupational skill shortages are becoming critical, including engineers, town planners, building surveyors, environmental health officers and accountants. The proportion of local governments expecting shortages in these occupational areas increased from a range of 20- 35% in 2018 to 37-53% in 2022. The most common drivers of skills shortages are; a market shortage of suitably skilled candidates; an inability to compete with the private sector and other local governments on remuneration; locational disadvantages and some pronounced geographic differentiations. The hardest to fill occupations included engineers (24%) due primarily to competition with the private sector being able to offer better remuneration followed by building surveyors (36%) and town planners (17%).

12. Vincent rate **revenue** matches the WA average of 63% but we are higher on user charges and lower on grants.

    Comment: We are able to generate significant revenue through paid car parking which is not available to other councils. This reduces the pressure on rates. Better management of car parking from the Accessible City Strategy could further improve this situation. We are looking to improve grant revenue through our Advocacy Agenda.

13. **Waste management costs** are higher than the benchmark.

    Comment: Since the early introduction of FOGO, the City collects a lot more organic/green waste than the benchmark and has significantly reduce residue waste. FY22 included additional costs for the RRF exit, FOGO implementation and Commercial Waste rebate that is distorting these figures.

14. **Road operating expense** of $52k per kilometre was double the metro median of $25k.

    Comment: This may reflect the higher traffic volumes and resultant cost of maintenance and resurfacing in an inner-city area. Factors in road drainage maintenance needs (pit cleaning, etc.).

15. **Parks and sporting grounds expense** per resident is very high per resident and per hectare.

    Comment: We have a high spend on parks which reflects the priority given to this area by Council and our community, who value high quality public open spaces. We have a large number of parks which are maintained to a very high (near premium) standard, including heritage listed Hyde Park. The City hosts two WAFL sides at Leederville Oval with high service levels in respect to playing surface quality and maintenance.

16. **Average operating cost per visit** for Beatty Park is $9 compared to the median result of $14.

    Comment: The size and scale of Beatty Park Leisure Centre represents a significant operational burden on a Tier 2 LGA – but we are managing costs well for the volume of visitors to the facility, as can be shown by this result and a predicted decline of the average operating cost per visit in the FY23 to approximately $7.80.

17. **The Staff turnover rate at Beatty Park Leisure Centre is 4.8% compared to an industry average of 10%.**

    Comment: The team at Beatty Park Leisure Centre were well supported during the 2020 pandemic by Executive and Council. Good communications and working on cross unit collaborations showed flexibility and developed a high level of trust in the staff.

    Staff continue to be enthusiastic about their mission to provide such a valuable health and wellness service to the community as we foster a culture of creativity, innovation and collaboration. A great example was seen during the recent highly successful refurbishments to the indoor pool and gym areas of the facility as well as the staff buy-in to the 60th Birthday celebrations.

CONSULTATION/ADVERTISING:

Nil

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to receive this report.

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

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.
Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.

SUSTAINABILITY IMPLICATIONS:

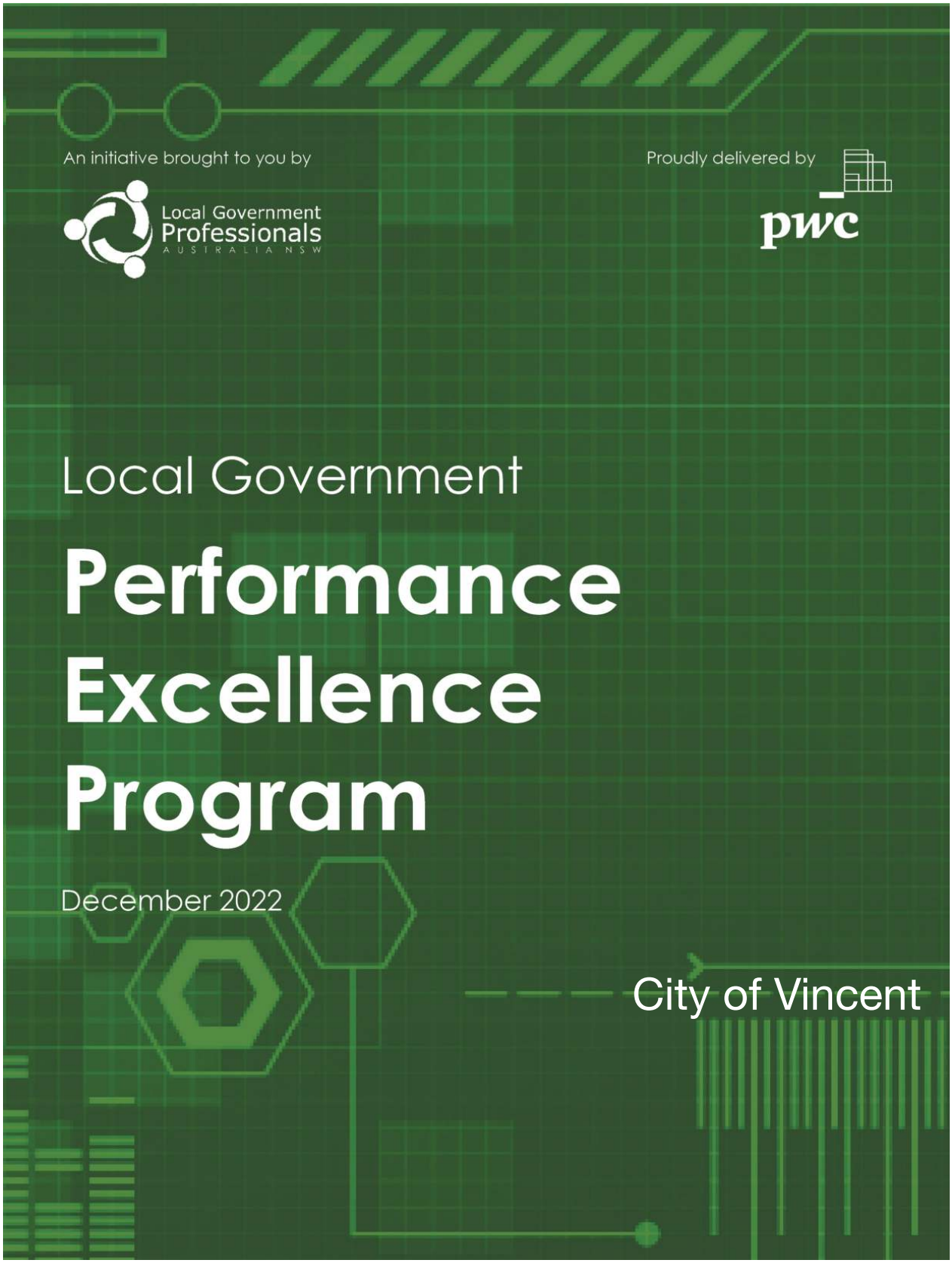
This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

Nil


An initiative brought to you by
Local Government Professionals AUSTRALIA NSW
Proudly delivered by
pwc
Local Government
Performance Excellence Program
December 2022
City of Vincent

We acknowledge and pay our respects to Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia, whose ancestral lands and waters we work and live on throughout Australia. We honour the wisdom of, and pay respect to, Elders past, present and future.

PwC's Disclaimer

This report has been prepared by PricewaterhouseCoopers (PwC) in accordance with the Australasian Local Government Performance Excellence Program Agreement, dated 7 August 2018. This report is solely for the information of City of Vincent.

PwC has not verified, validated or audited the data used to prepare this insights report. PwC makes no representations or warranties with respect to the adequacy of the information, and disclaims all liability for loss of any kind suffered by any party as a result of the use of this insights report. The intellectual property in this report remains the property of PwC.

Our work did not constitute an audit in accordance with Australian Auditing Standards or a review in accordance with Australian Auditing Standards applicable to review engagements and accordingly no assurance is provided in this report.

Except as stated in the *Sharing results with third parties* section, this report is not intended to be read or used by anyone other than City of Vincent. PwC accepts no responsibility, duty or liability to anyone other than City of Vincent in connection with this report. PwC makes no representation concerning the appropriateness of this report for anyone other than City of Vincent. If anyone other than City of Vincent chooses to use or rely on it they do so at their own risk.

PwC is not obliged to provide any additional information or update anything in this report, even if matters come to our attention which are inconsistent with its contents.

PwC's liability is limited by a scheme approved under Professional Standards Legislation.

This disclaimer applies to the maximum extent permitted by law and, without limitation, to liability arising in negligence or under statute; and even if PwC consents to anyone other than City of Vincent receiving or using this report.

WA FY22
Local Government Highlights

1. Workforce profile pg 9

Across our participating WA councils, our findings show a median of 5.1 FTE per 1,000 residents (4.9 in FY21), a relatively low figure compared to a median of 9.2 in NSW. However the median workforce cost per 1,000 residents has increased year on year to $564k (compared to $512k in FY21), and represents 39% of total operating expenses (consistent with FY21).

The use of overtime remains low across WA councils, with the median council paying 1.3% of their total salaries and wages as overtime (1% in FY21), compared to NSW which reported a median council overtime spend of 3.5% of total salaries and wages.

2. Diversity pg 20

When it comes to representation in senior management roles, the WA median council results indicate that 20% of the General Manager and Director positions are held by women, a decline from the past two years and a return to a consistent result that was observed across the FY16-FY19 survey period.

WA councils continue to focus on diversity and inclusion (D&I), with 77% having a formal D&I strategy in place (55% in FY21). When it comes to specific D&I policies, more WA councils are yet to adopt 'floating public holidays' as a policy offering (38%, broadly consistent with FY21) but they are still outperforming their NSW counterparts (15%).

3. Leave management pg 26

For the WA workforce, employees had an average of 4.1 weeks of annual leave accrued in FY22 which remains broadly consistent year on year (4.2 weeks in FY21).

WA councils also reported the lowest proportion of accrued long service leave (LSL), with 9% of employees having LSL balances of 12 weeks or more (consistent with FY21), compared to 21% of employees in NSW.

4. Finance function maturity pg 44

Across WA councils this year we observe a slight shift away from the frequent use of manual data wrangling (69%, down from 81% in FY21) and an increase in more frequent use of robotic process automation (15%, up from 5% in FY21).

Councils are also optimistic about their digitisation journey over the next two years, with an increase in councils planning for frequent use of cloud-based data wrangling (46%, up from 24% in FY21), as well as somewhat frequent use of data transformation and blending tools as well as data visualisation (both categories 61%, up from 38% in FY21).

5. IT priorities over the next three years pg 59

'Cybersecurity implementation' remains the most prevalent IT priority, with 77% of participating WA councils including it within their top three IT priorities (consistent with FY21). This is followed by 'improving technology to facilitate enhanced remote working for staff' (57%, up from 43% in FY21), and 'automating internal operational processes for enhanced service delivery' (49%, up from 38% in FY21).

6. Cybersecurity pg 60

This year we report that nearly half (47%) of participating WA councils have a formal cybersecurity strategy in place, up from 43% in FY21. Similarly we note an uptick in the existence of incident response plans, with 61% of WA councils having a formal plan in place (up from 40% in FY21).

Pleasingly, we also see an increasing trend of proactive behaviour towards cybersecurity, with a greater proportion of councils performing penetration testing (85%, up from 76% in FY21) and phishing simulations (77%, up from 57% in FY21).


The Local Government
Performance Excellence Program FY22
Workforce
pg5
Finance
pg37
Operations
pg49
Service
Delivery
pg68

Methodology

Local Government Professionals, NSW and PwC are pleased to release your report as part of the Local Government Performance Excellence Program. We would also like to acknowledge and welcome our new councils.

The objective of the program is to empower councils with benchmarking data to better communicate, control and manage their internal business performance with their stakeholders. As part of the program, PwC collects data from participating councils and then transforms this data into key metrics, identifying trends and observations that focus on operational and management excellence.

Councils are provided with the opportunity to enhance their ability to monitor and manage their internal business performance over time, and better prioritise change based on data-driven decision making. Annually, councils obtain a report with customised charts and contextual commentary, as well as access to the Council Comparative Analysis Tool (CCAT), an interactive data explorer platform accessed via Data Kit.

The current benchmarking insights are provided to councils through the use of PwC's extensive experience with local government and in developing, delivering and analysing a variety of business process data collections across multiple industries. The process undertaken to produce this customised insights report for each participating council is outlined below.

How the report was produced:

Respondents

- 32 NSW councils, and 13 WA councils participated in the FY22 program.
- The data collection includes quantitative and qualitative data elements.
- The identity and information of each council was kept confidential throughout the process via PwC's secure online platform, Data Kit.

Data collection and submisssion feedback

- The data collection for the 2021-22 financial year was launched in July 2022, and Data Kit was used to collect and amend data over a five-month period.
- Subsequent to the initial data submission, a data submission feedback pack was distributed to councils. This highlighted a variety of key metrics in chart format and allowed councils to review and verify the data.
- Councils had an opportunity to amend their data, prior to the council-nominated 'Superuser' approving the final submission.
- Results of the individual councils were restricted to the PwC analytics team working on this engagement.

Analysis and insights

- Upon completion of the data collection and feedback stages, the PwC analytics team commenced its extensive data set analysis.
- PwC and Local Government Professionals, NSW subject matter experts guided the interpretive analysis and provided commentary on the results, as well as sharing insights drawn from the global PwC network.

Reporting and data explorer website

- The results reflect the 2021-22 financial year, based on data collected from all 45 councils.
- A customised insights report was provided to each participating council that compares its business performance to that of the survey population across a range of areas.
- The reports are presented in a non-identifiable way; councils only see their results in relation to the survey population.
- These insight reports represent a starting point for further discussions, rather than a conclusive assessment in any particular area.
- In addition to this report, councils will be able to further explore, filter, compare and extract key metrics using the Council Comparative Analysis Tool (CCAT), accessed via Data Kit.
- Councils that subscribe to the Council Comparison Window (CCW) and give their consent for other councils in their nominated region/cluster to view their results, will also have access to this view within Data Kit.

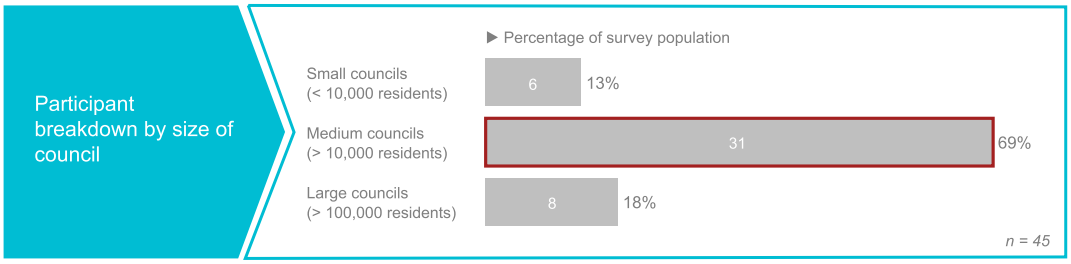
Survey population

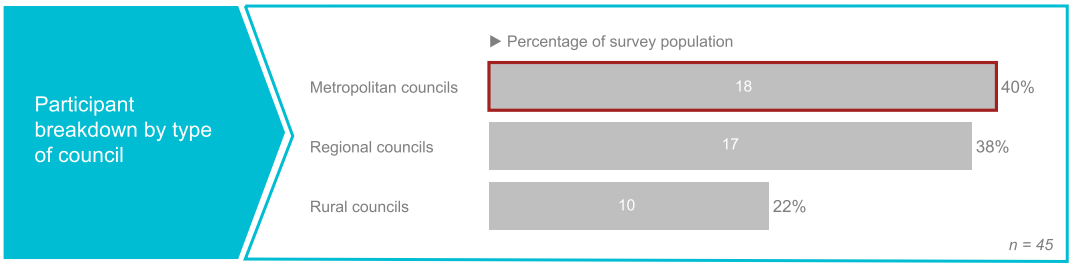
This insights report is based on data derived from 45 councils across Australia. Throughout this report, participating councils have been identified by the size of their resident population (small, medium or large) and the type of council (metropolitan or 'metro', regional or rural).

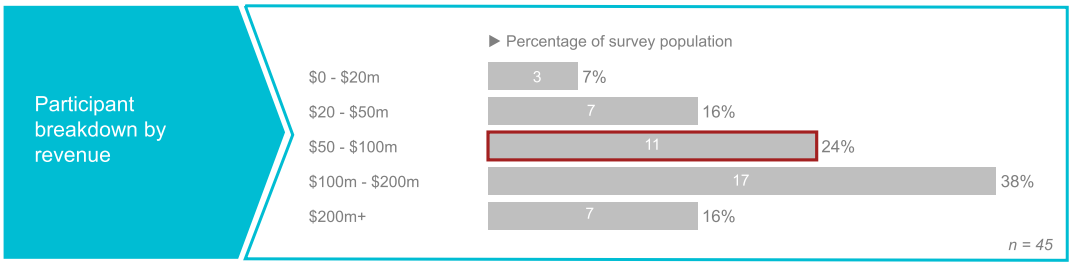
To group councils by size, they have been classified as 'small' for fewer than 10,000 residents, 'medium' for residents between 10,000 to 99,999, and 'large' if they have more than 100,000 residents.

To classify councils as either metro, regional or rural, we used the Office of Local Government allocation for NSW councils, and for WA we consulted Local Government Professionals, WA. As such, the following classifications have been applied:

- 'Metro' councils are typically city councils;
- 'Regional' councils are the next tier, being located outside the main cities and with a reasonable-sized population; and
- 'Rural' councils are generally small and not considered a regional centre.







Understanding this report

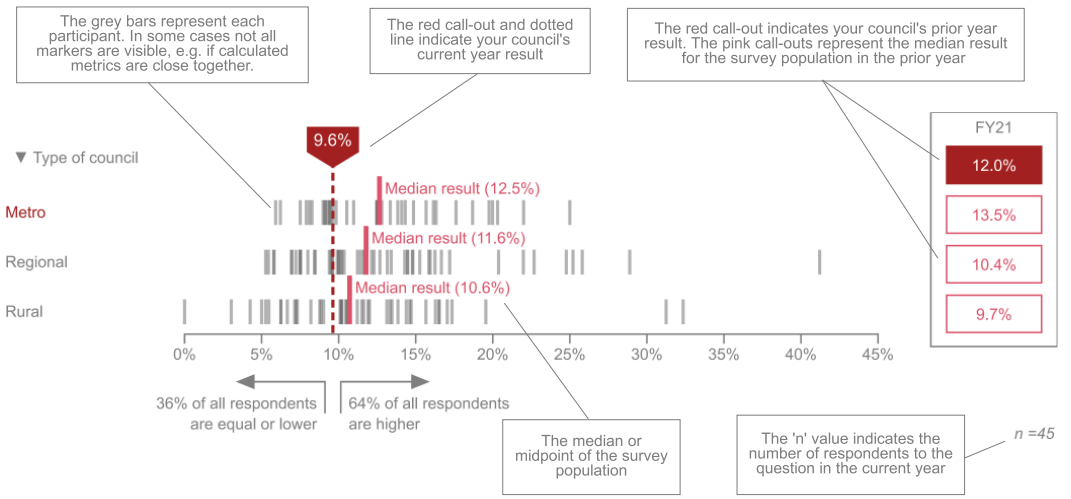
The commentary provided for the FY22 Local Government Performance Excellence Program report has been prepared for the overall program and although it does not change for each council, it should provide relevant information to help your council understand the context of its own results.

However, the survey results presented in the charts are customised for each participating council. For each response to a question, your council's input is displayed in red (indicated by the chart legend). To help you understand changes from the previous report, the majority of charts within this report also present the survey population results and (where applicable) your council's result from the prior financial year.

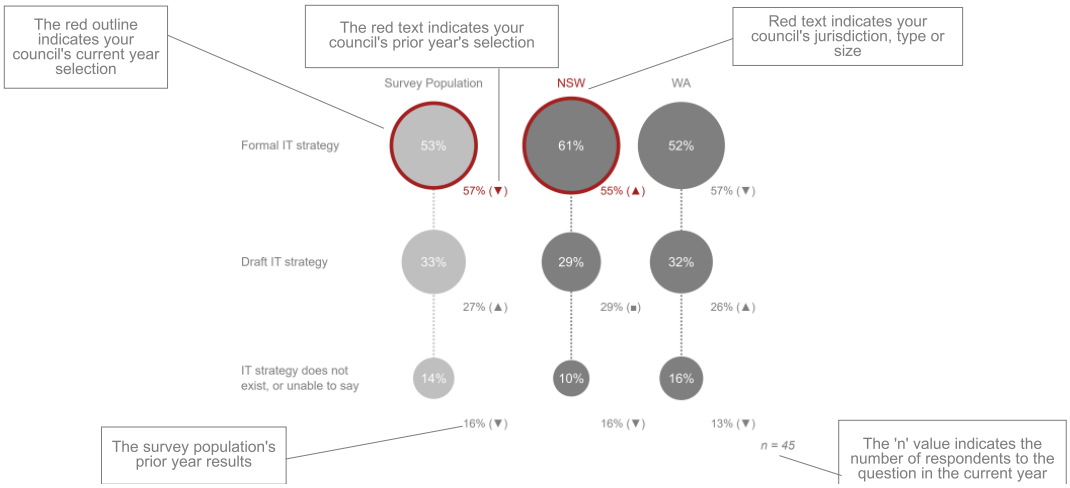
If no input was recorded by your council for this year and/or last year, the red indicator will be missing from the charts and only the survey population result will be displayed.

To allow us to convey the rich and detailed information obtained from the data analysis, we have developed a number of customised charts for this report. Further explanation is provided below to assist with interpreting the distribution and bubble charts throughout the report.

Example Chart 1.1

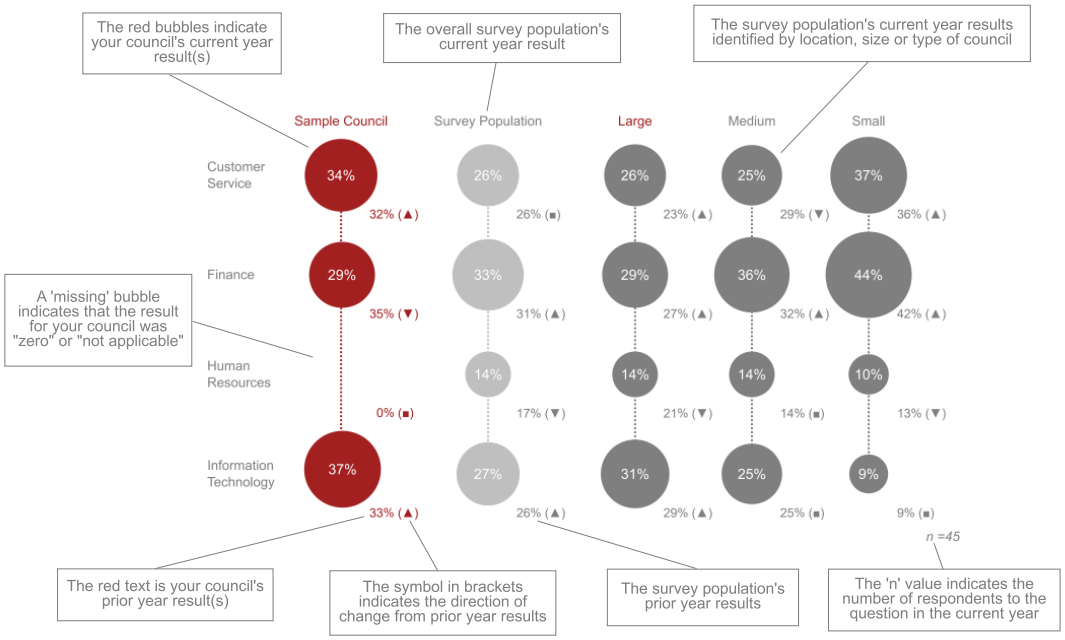


Example Chart 1.2



Understanding this report

Example Chart 1.3



Prior to reading this report, it is important to note that it is not an in-depth customised analysis or review of each council's business operations. Instead, it reflects your council's results in relation to the survey population.

Participating in the Local Government Performance Excellence Program should allow councils to:

- Evaluate their own practices to better understand current operational and management performance;
- Identify focus areas when striving to optimise operational excellence;
- Understand how businesses – and in some cases international businesses – perform in terms of workforce, operations and finance using results from similar surveys conducted by PwC globally.

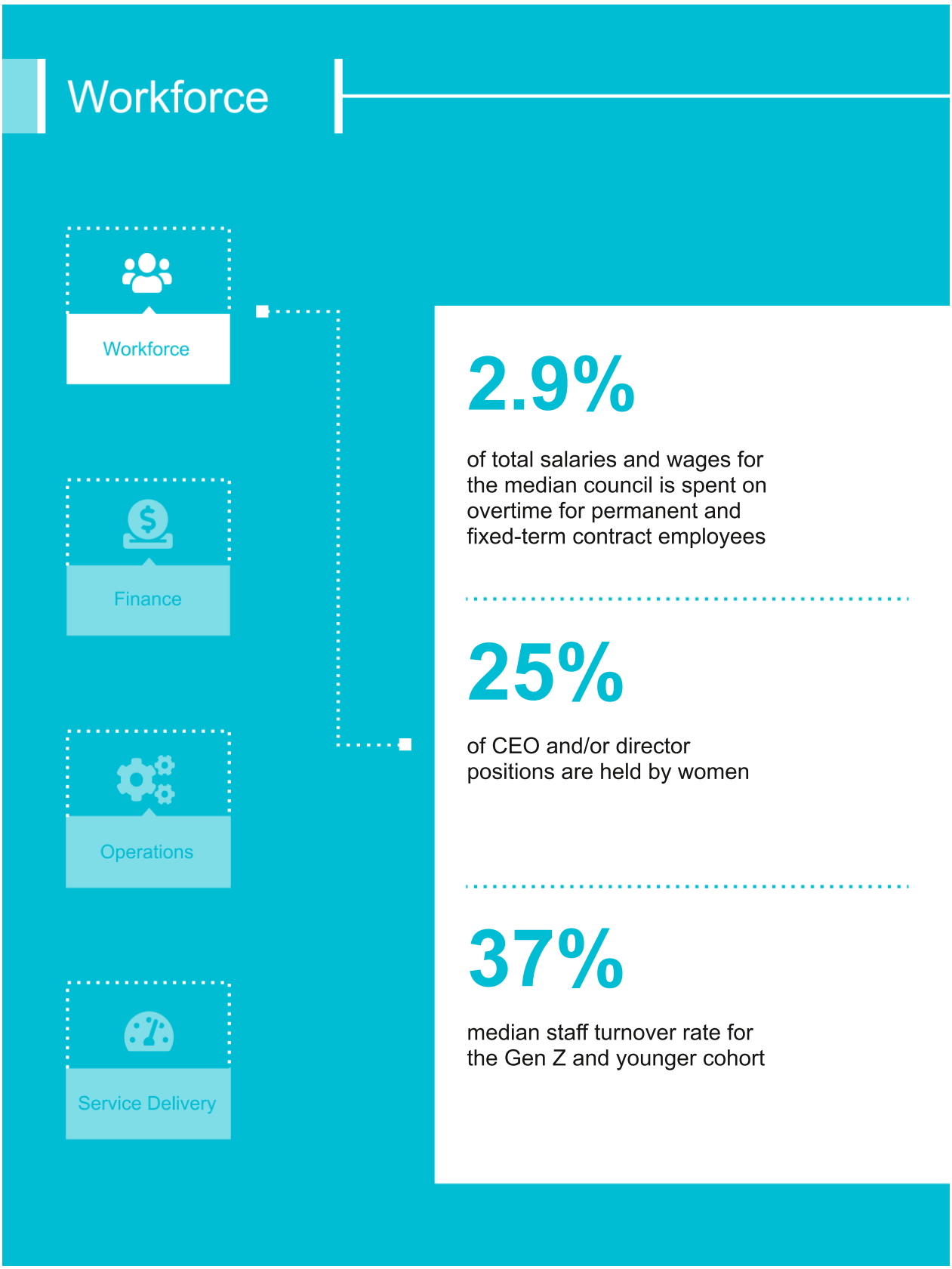
Sharing of information by Participating Councils

Per our Agreement, in relation to clause 1.4 of the Terms of Business, and in the event any Participating Council needs to share its Report (in whole or part) or the findings from the CCAT (but excluding any information in the CCW) with third parties as part of a council meeting, or on a council website, or with other Participating Councils, or in a submission to government, then, unless a copy of the full Report (including the disclaimers in the report) is being disclosed, the following words are to be included to qualify any statements, results and/or comparisons extracted or referenced from the CCAT or the Report.

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

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

A Participating Council may not share the information of another Participating Council to which it has access in the CCW, without the express written consent of that other Participating Council.


Workforce
Workforce
Finance
Operations
Service Delivery
2.9%
of total salaries and wages for the median council is spent on overtime for permanent and fixed-term contract employees
25%
of CEO and/or director positions are held by women
37%
median staff turnover rate for the Gen Z and younger cohort

City of Vincent's workforce profile at a glance

FY22 | Metro council | Medium council

Your FTE and employee costs

7.6% Growth in FTE

7.1 FTE per 1,000 residents

13.1% Growth in employee costs

A$748k Employee costs per 1,000 residents

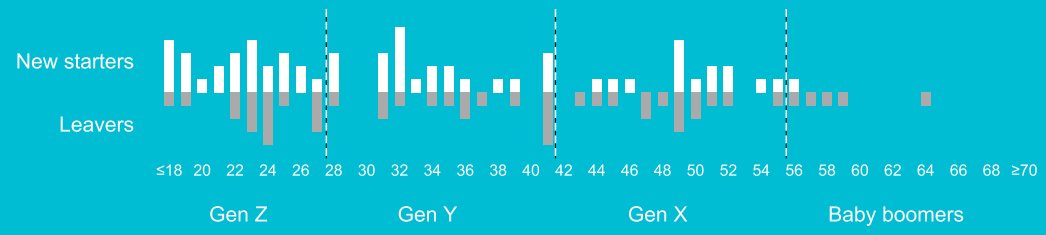
Who joined and who left your council during FY22?

17.9% Staff turnover rate

48 Leavers

62 New starters

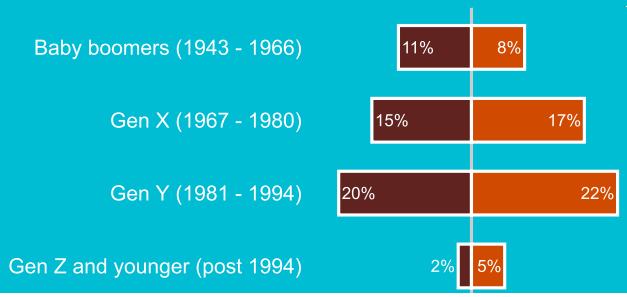
2% Vacant FTE per closing FTE

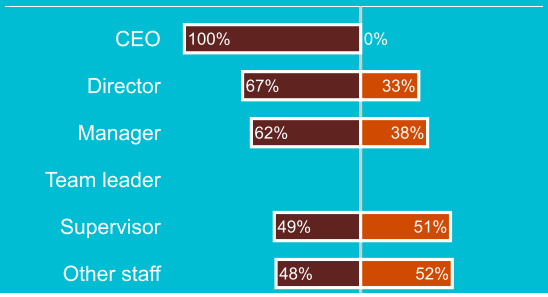


Does your council have a gender-diverse workforce?

51% of your employees are women

35% of your employees at manager level and above are women

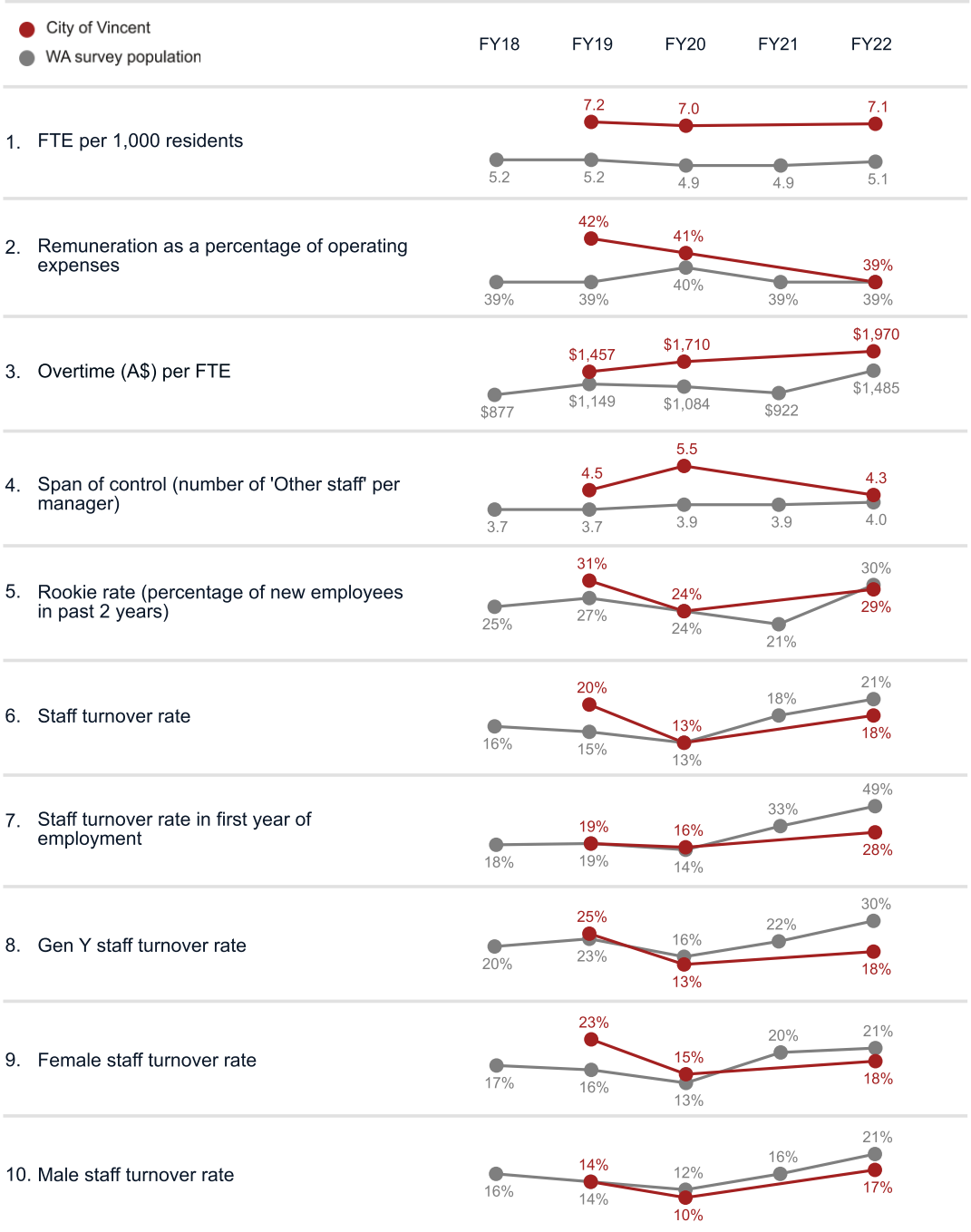




Workforce

Workforce Trend Summary

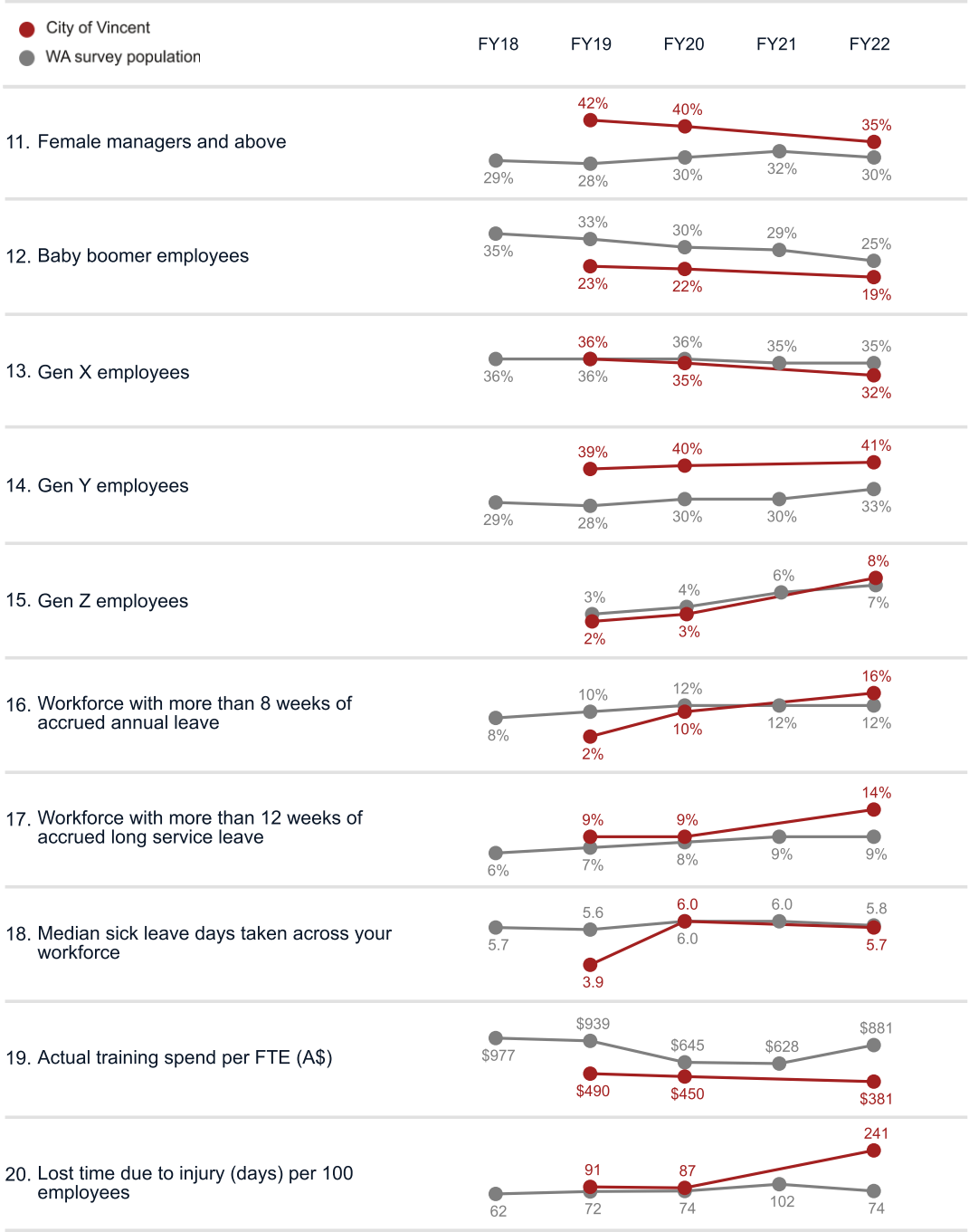
City of Vincent



Workforce

Workforce Trend Summary

City of Vincent



Workforce

Your workforce at a glance: overall cost & structure

Employee costs

In order to serve the community, councils require a competent and capable workforce, a team of employees who understand their purpose and are supported by the leadership team to work towards a shared vision and purpose.

There are a number of factors that combine to attract and sustain employees across the career lifecycle, and in this section we look at the financial investment involved in maintaining a productive workforce, as well as the underlying operational structure across different council types.

For the fourth year in a row, the overall median council's total employee costs as a proportion of operating expenses (i.e. the employed workforce measure) remains at 37%. Minor year on year fluctuations occurred across council sizes and council types, with regional and rural councils observing a 2% year on year decline to 32% and 33% respectively (34% and 35% respectively in FY21).

Meanwhile, metro councils have reported a steady median of 39% for the past six years.

The overall FTE per 1,000 residents metric has seen an increased median of 7.1 this year, compared to 6.7 in the prior year. This is reflective of a steady increase in the median for small councils, with a median of 19.0 FTEs per 1,000 residents, the highest median for small councils since the beginning of the survey.

Key considerations

Meaningful analysis of employee costs can be a complex activity as there are a number of variables that contribute to the overall figure. Listed below are some possible contributing factors to consider, all of which can be at a different rate of change to overall cost growth:

- Wage growth levels
- A change in the level of outsourced versus insourced services
- Changes in the service mix due to the changing needs of the community
- Changes in the demographic mix within the team

Figure 1.1: Employee costs as a percentage of total operating expenses (council type)

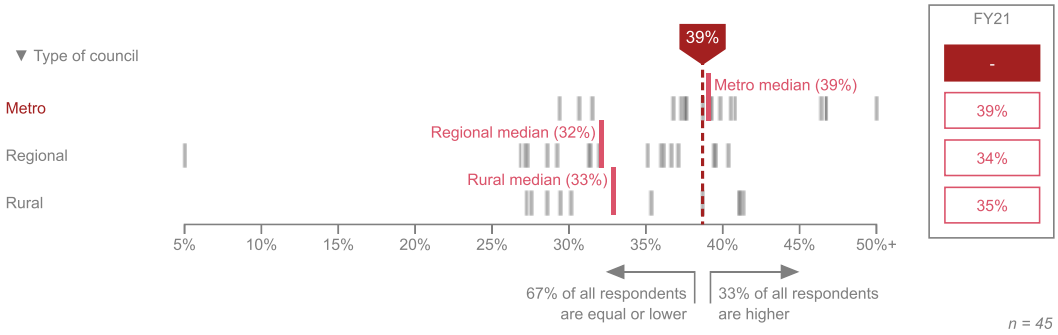
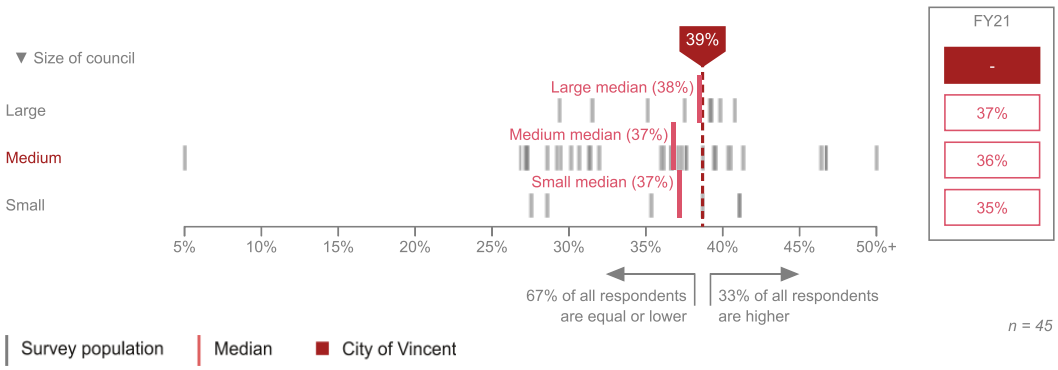


Figure 1.2: Employee costs as a percentage of total operating expenses (council size)



Your workforce at a glance: overall cost & structure

Overtime

For the first time in four years, the overall median council spend on overtime for permanent and fixed-term contract employees as a percentage of total salaries and wages has increased to 2.9%, after remaining stable at 2.6% for the last three years.

Figure 1.4 illustrates what this equates to in dollars per FTE, by council size. Small councils are paying the greatest proportion of overtime, 5.2% or A$3,874 per FTE, three times that of large councils and 1.5 times that of medium councils.

Are employees working longer hours in an attempt to 'make up for lost time' in a post-pandemic environment, or are the results reflective of a shortage of resources in a challenging labour market? Councils should review these data points in conjunction with an assessment of their macroeconomic surroundings.

Your FY22 overtime spend per FTE was **$1,970**

WA councils' FY22 median overtime spend per FTE was **$1,485**

We encourage councils to log into Data Kit and use the Council Comparative Analysis Tool (CCAT) to further analyse the prevalence of overtime across comparative groups of councils.

Figure 1.3: Paid overtime as a percentage of total salaries and wages (council size)

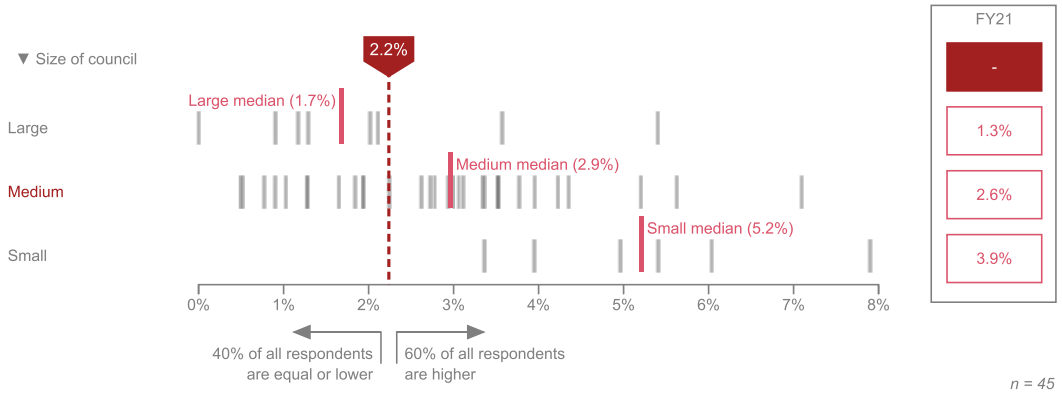
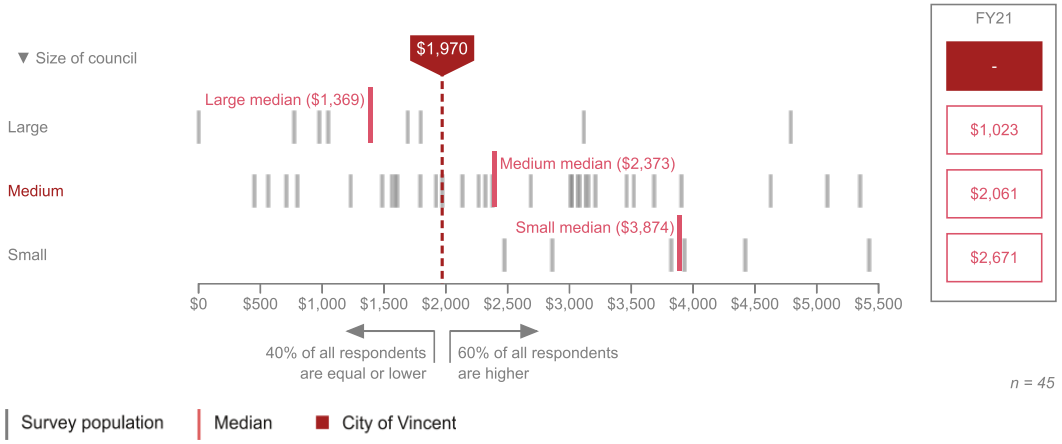


Figure 1.4: Overtime spend per FTE (council size)



Workforce

Your workforce at a glance (cost & structure)

Agency staff

As an alternative to using overtime to meet marginal demand for staff resources, councils may seek to employ agency staff to support teams with additional resources, skills and expertise on an as-needs basis. This option can also assist with short-term or seasonal capacity constraints, or filling a skills gap while staff are being trained.

The use of agency staff has remained broadly consistent year on year, with agency staff costs representing 1.6% of total employee costs (compared to 1.7% in FY21). We note that neither small councils or councils based in rural areas recorded any agency staff costs, and this has been a consistent theme since the beginning of the survey 10 years ago. This suggests a limited availability of the agency staff option in those geographic locations, and a reliance on overtime is much more prominent in these types of councils. Small councils as well as rural councils reported the highest median of paid overtime as a percentage of total salary at 5.2% respectively.



Figure 1.5: Agency staff spend as a percentage of total expenditure on employees and agency staff (council type)

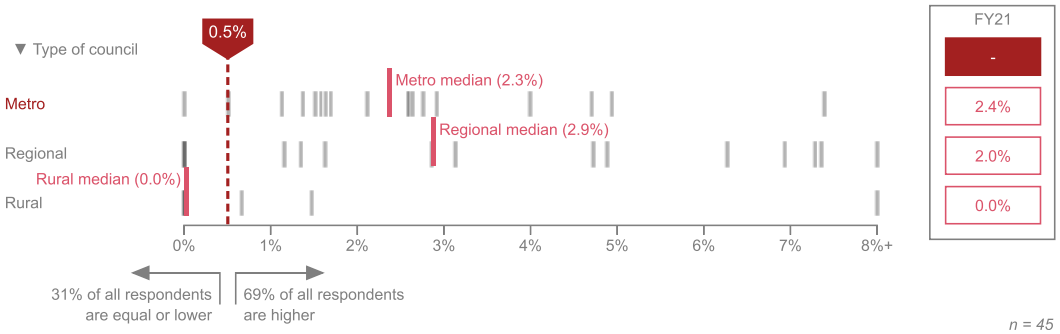
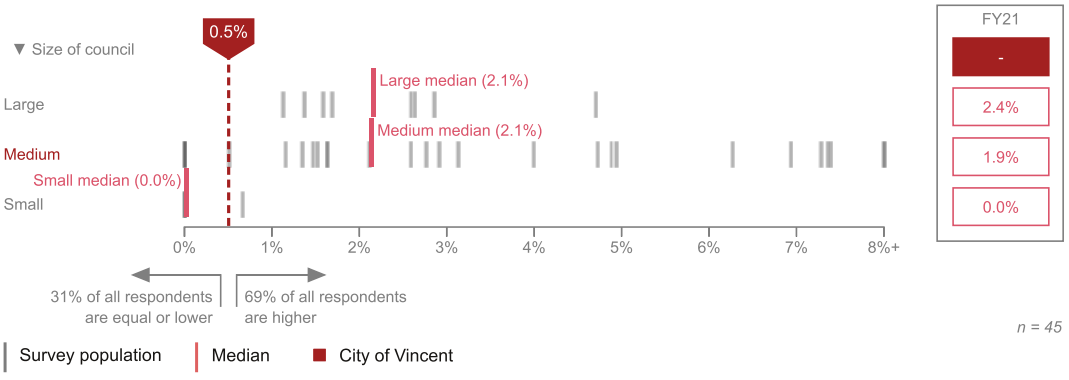


Figure 1.6: Agency staff spend as a percentage of total expenditure on employees and agency staff (council size)



Organisational design

Span of control

A council's span of control is influenced by their unique blend of resources and services. The size and distribution of the workforce across service areas, the overarching workplace strategy and culture, and the spread of existing skills and capabilities all play a part in determining the appropriate ratio of managers to staff.

A wider span of control signals reduced layers of management, which if managed well can present staff with greater autonomy and on-the-job career development opportunities. If managed poorly, leaders run the risk of staff feeling less supported due to managers being overstretched across daily tasks and people matters.

For the second year in a row we observe a slight decline in the overall span of control to a median of 3.3. When we review this result by council size, large and small councils have increased their median span of control from last year (3.8 to 4.8 for large councils, 3.0 to 3.3 for small councils), whilst medium councils have seen a decline in the median to 3.0 (down from 3.4 in FY21), which is commensurate with the higher rate of promotion observed at medium-sized councils this year.[1]

It would be inappropriate to recommend a particular span of control result, as the ratio will vary according to each council's circumstances at any given point in time. However the span of control result can be combined with an analysis of overall staff mix (as presented on the following pages) to obtain greater insight into a team's operating rhythm and assist leadership teams with succession planning for the years ahead. Whilst challenging, achieving the right balance of power can lead to a more engaged workforce and allow staff to thrive in their respective career journeys.

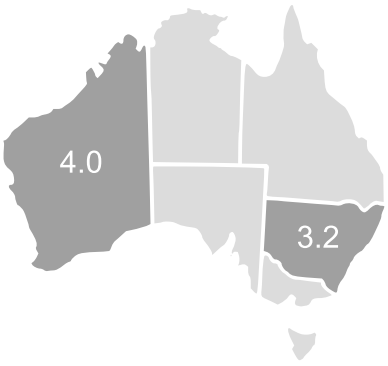
We encourage councils to use the Workforce Metrics section of the Council Comparative Analysis Tool (CCAT) in Data Kit to further compare and contrast results by council size or type, as well as benchmarking against the overall survey population.

Definition of 'span of control'

Total number of 'other staff' per manager (defined as supervisors and above).

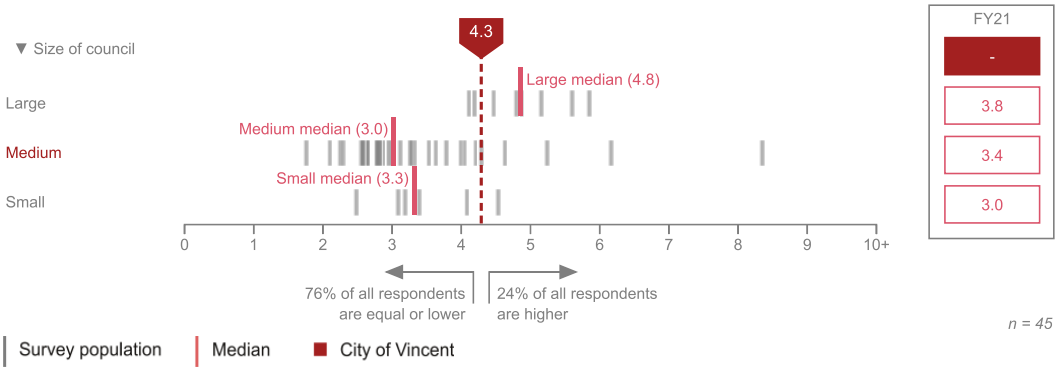
Your FY22 median span of control
4.3
'other staff' per manager

Overall FY22 median span of control
3.3
'other staff' per manager



FY22 median span of control for councils

Figure 1.7: Span of control (number of 'other staff' per manager)



[1] Medium-sized councils were the only council type to record a rate of promotion exceeding 1% for both men and women. Small and large councils reported an average rate of promotion ranging from 0% to 0.9%.

Workforce

Organisational design

Staff level mix

On this page we delve into the composition of the council workforce by staffing level, which supplements the span of control metric (Figure 1.7) and allows councils to compare their results against the overall survey population as well as their similar-sized counterparts.

Broadly consistent with prior years, the results indicate that approximately 1 in 5 employees hold the role of supervisor or above, with a slightly greater proportion of supervisors and above in medium-sized councils, representing 23% of the total workforce, compared to 17% in large councils and 22% in small councils.

Councils that subscribe to the Council Comparative Window (CCW) may be able to identify peer councils that have similar or contrasting staffing models, and share learnings or experiences for one another's benefit.

Figure 1.8: Staff level split

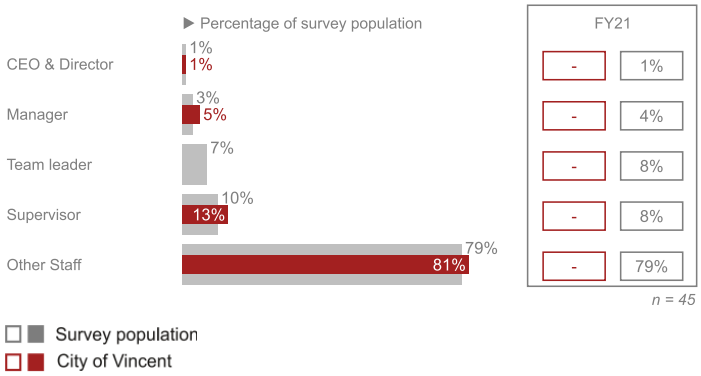
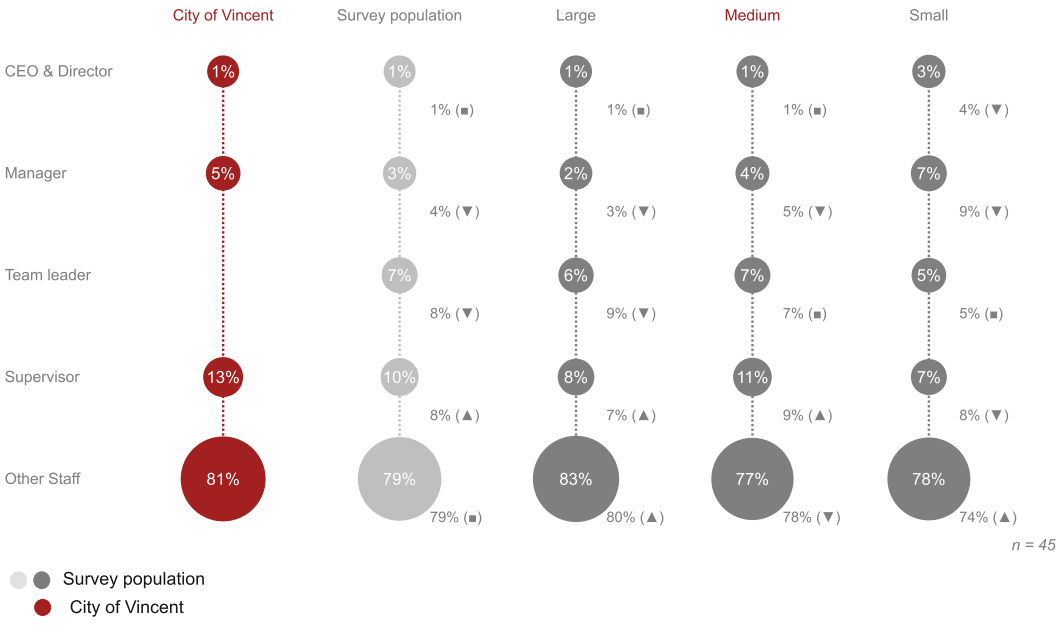


Figure 1.9: Staff level split (council size)



Creating a culture of diversity, equity and inclusion in the workplace

Generational diversity

Overall, we see a continued decline in the proportion of Baby boomers in the local government workforce, with the exception of small councils whose Baby boomer cohort remained stable year on year at 35%. Naturally as Baby boomers either retire or move to other roles in the community, we observe a continued increase in Gen X employees moving into the senior leadership positions, with similar increases in Gen Y at the middle management level. This year we also see a small proportion of Gen Z employees entering the Team Leader cohort for the first time in our program (1%).

Understanding the generational composition of the workforce allows councils to adapt their employees' changing preferences and needs over time. We explore this further in the diversity & inclusion section of this chapter.

Figure 1.10: Headcount mix by generation

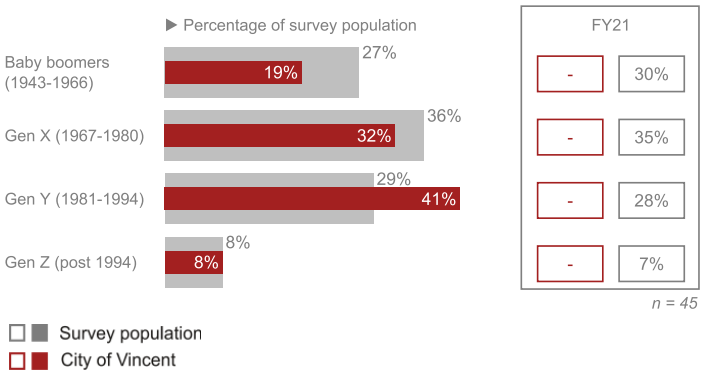


Figure 1.11: Workforce profile (closing headcount breakdown by generation and gender)

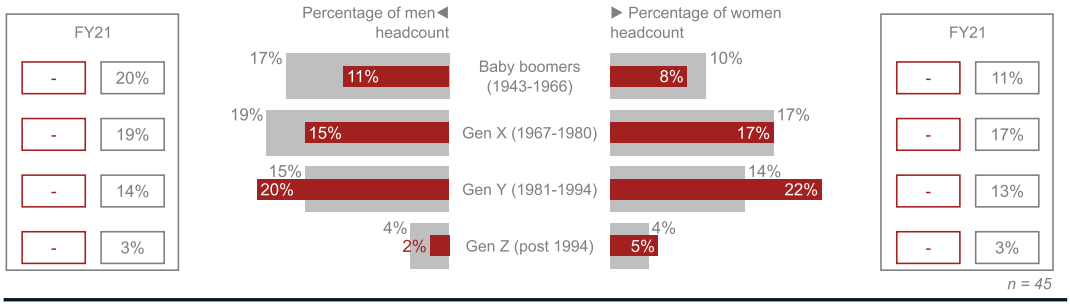
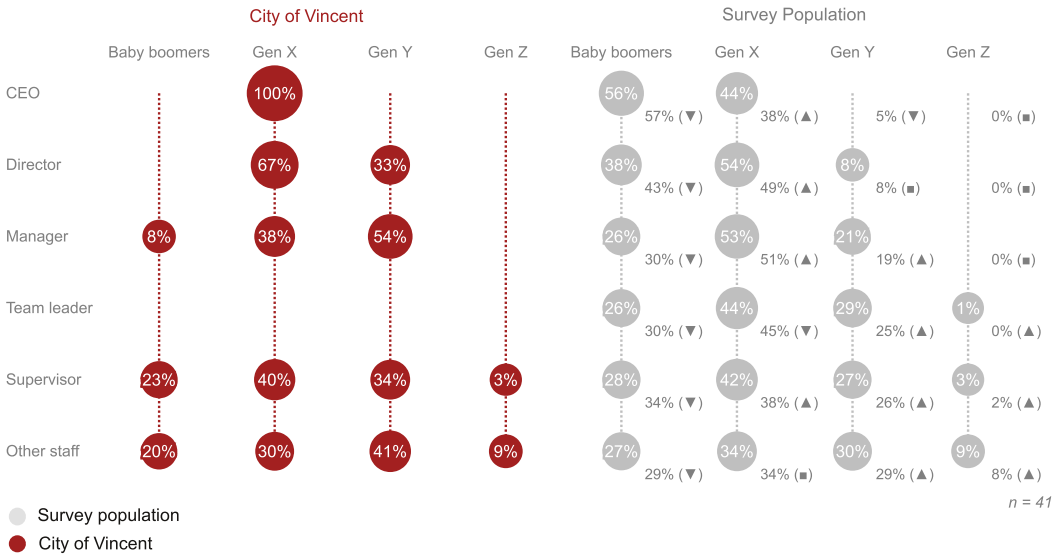


Figure 1.12: Generational mix by staff level



Workforce

Creating a culture of diversity, equity and inclusion in the workplace

Diversity, equity and inclusion workforce strategy

Achieving diversity, equity and inclusion in the workplace can generate a positive culture of acceptance and understanding between colleagues and teams. It is an important contributor towards individuals' overall wellbeing and a key ingredient in creating safe spaces where people can bring their whole self to work each day.

Our survey results show that almost two thirds of participating councils now have a formal diversity and inclusion (D&I) workforce strategy (65%, up from 57% in FY21), with 22% in development and only 13% of councils without one at all (down from 14% in FY21).

When we examine the results by council type, metro councils are leading the way. For the first time in the history of the program, all metro councils reported either having a formal strategy in place or currently in development (up from 92% in FY21). Regional councils have also shown improvement year on year, with 70% of councils having a formal strategy in place (up from 60% in FY21).

Include your employees on the D&I journey

The PwC 2021 Global Culture Survey revealed an average 20-percentage-point gap between managers' and non-managers' responses to a series of questions on how well their company supports diversity, equity and inclusion (DEI) efforts[2], indicating that many workers continue to feel as though they're not fully seen or heard by their leaders and that perhaps the strategies in place aren't having their desired impact.

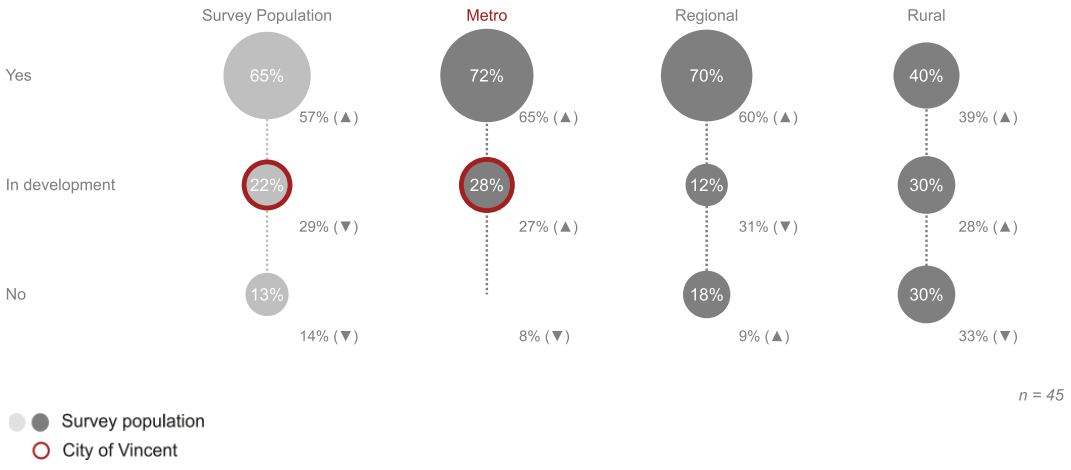
PwC Australia's Diversity & Inclusion team shares some key principles that can help councils engage their staff in the D&I process and ensure their efforts don't go to waste:

- **Engage and support senior leadership.** Sponsorship or advocacy from the leadership team can make or break employee engagement initiatives. Whilst it's important to have your leaders' backing to create influence and momentum across the organisation, the same leaders have a lot on their plate and need to be supported in their roles as sponsors. Those responsible for driving employee engagement initiatives also need to establish clear expectations and accountabilities to ensure leaders are set up for success.
- **Align to the organisational D&I strategy.** It can be surprising how often employee initiatives are developed in isolation and lack strategic intent. Employee engagement initiatives should always align with and contribute clearly towards the organisation's D&I goals.[3]

"Diversity and inclusion is fundamentally about our people's wellbeing and sense of psychological safety and belonging. It's about our people feeling their contributions are valued and being comfortable raising ideas and concerns, to bring out the best, most productive versions of themselves"

- Julie McKay, Chief Diversity, Inclusion & Wellbeing Officer of PwC Australia

Figure 1.13: Did your council have a formal diversity and inclusion workforce strategy in place during FY22?



[2] PwC 2021 Global Culture Survey
[3] PwC, 2022, 'How to make workplaces so inclusive people won't want to leave'

Creating a culture of diversity, equity and inclusion in the workplace

Diversity, equity and inclusion workforce strategy

We note that across all councils, the vast majority of the ten diversity and inclusion (D&I) policies examined in our survey are commonly made available to employees. It is interesting to note that 'Floating public holidays' is by far the rarest policy on offer, with less than a quarter (23%) of councils including this as part of their D&I strategy (over 50 percentage points behind 'Additional leave options', the next most common policy offered by 79% of councils).

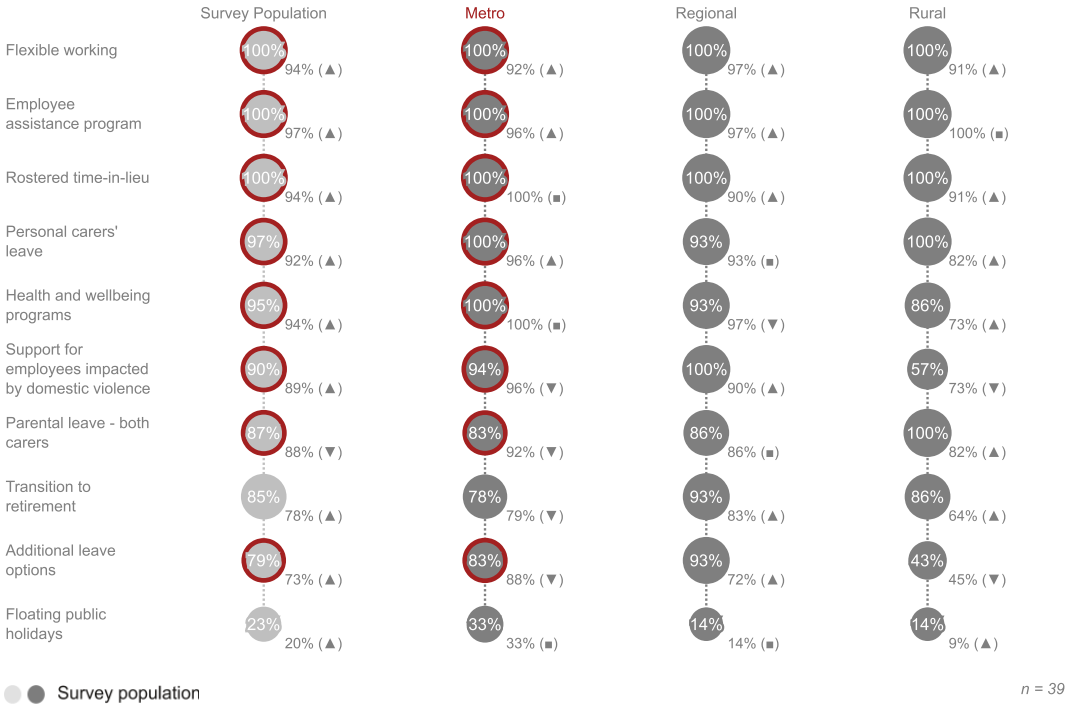
In particular, we also observed that a much lower proportion of rural councils (57%), compared to 94% of metro and 100% of regional councils, have a policy in place to support employees impacted by domestic violence. The workplace has traditionally been a place of safety for many experiencing domestic family violence, so the impact of the pandemic and an increased reliance on remote working environments means that domestic settings have become more important. In this context, organisations and employees are well served by respectful and appropriate ways to recognise the needs of those who require a safe space to work.[4]

Whilst policies play an important role in establishing the tone of an organisation on paper, councils can seek to improve employee engagement in practice through the establishment of D&I networks, such as a Pride network or a Cultural Connections network where people can come together to celebrate their commonalities as well as learn from those who come from different backgrounds. Such initiatives can leave people feeling better connected, included, and 'seen' within a broader workplace community.

D&I policies: Further considerations for councils[5]

- **Adopt a collaborative and intersectional approach.** Individuals can experience discrimination on multiple intersecting identities, such as race, gender, disability or sexual orientation. So it's important to ensure that D&I initiatives don't take a 'one size fits all' approach. Thinking broadly about intersectionality helps elevate D&I initiatives to focus on broader inclusion and cultural change, creating a better work environment for more people.
- **Integrate with the broader organisational purpose**. Bringing D&I into the organisation's 'main game' should be the ultimate goal. Success becomes apparent when D&I is 'baked into' everything that happens in the business and is more than just a series of change initiatives.

Figure 1.14: Which of the following diversity and inclusion policies exist within your council?



[4] PwC, 2022, 'A contemporary approach to workplace mental health and wellbeing'
[5] PwC, 2022, 'How to make workplaces so inclusive people won't want to leave'

Workforce

Does your diversity and inclusion data support your strategic effort?

Collection of diversity and inclusion demographic data

Our findings show that 80% of councils collect gender data for new and existing employees, with an overall upwards trend of collecting data detailing an employee's Aboriginal or Torres Strait Islander background (44% in FY22, up from 37% in FY21), ethnicity (40%, up from 35% in FY21) and disability (29%, up from 26% in FY21).

We also observe that it is very rare for councils to collect demographic data on employees' sexual orientation (only 2%, down from 4% in FY21), with an increasing percentage of councils (20%, up from 17% in FY21) including this as an optional disclosure.

Does disability inclusion play a part in your D&I policies?

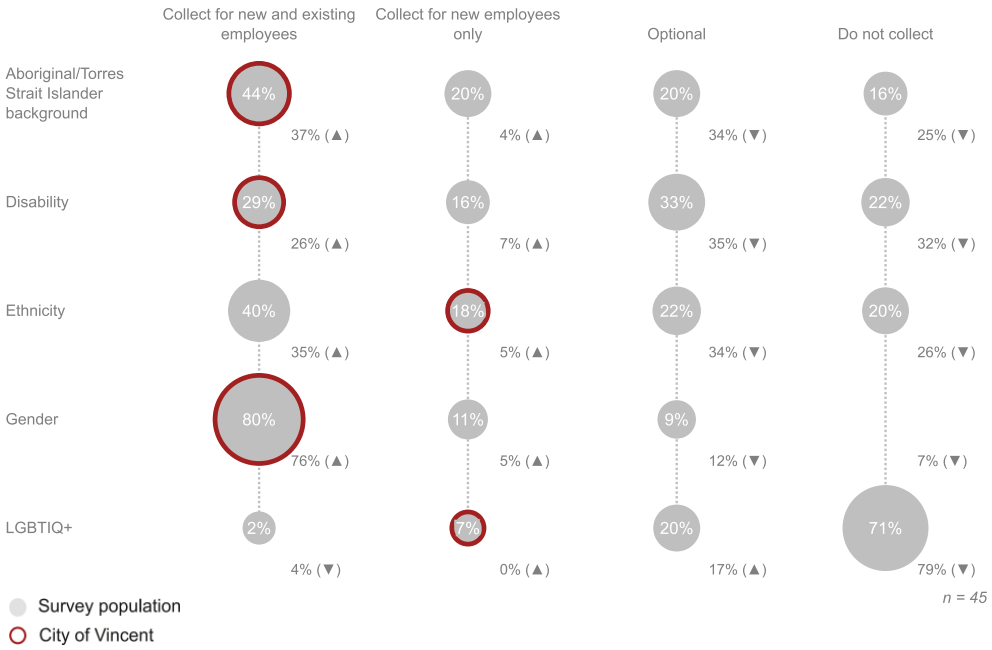
This year, the PwC Network released its first Global Disability Inclusion Strategy which focuses on improving the lives of people with disabilities at PwC and those who have caring responsibilities, as well as people in the wider communities in which we work. Councils might like to read through the strategy and consider leveraging ideas to uplift their own strategy and policies. Scan the QR code for more information.

How can demographic data help drive diversity, equity and inclusion in the workplace?[6]

When used correctly, employee demographic data (or a lack thereof) can provide a starting point in determining areas for improvement in the workplace. PwC Australia's Diversity & Inclusion team shares the following advice on using data to maximise the effort-to-impact ratio on diversity and inclusion (D&I) initiatives:

- **Use data and information to prioritise and focus effort**. A data-driven, evidence-based approach is a good starting point in identifying the most critical areas to be addressed in the organisation. The absence of data across some or many demographic measures can also be a valuable insight for leadership to consider as part of their analysis. Additionally, results from culture surveys or key findings from exit interviews can be shared with employee networks and/or working groups, who can identify relevant insights and use those to align their efforts to the areas of greatest need.
- **Be rigorous around measurement, evaluation and accountability.** As well as aligning with the D&I Strategy, employee initiatives need clear objectives and measures to help quantify the level of progress achieved. These should be reviewed periodically with a focus on continuous improvement, and there should be clear communication channels that outline who is responsible for delivering what.

Figure 1.15: Which of the following demographic data does your council currently collect?



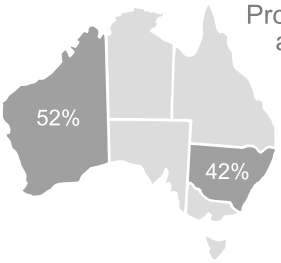
[6] PwC, 2022, 'How to make workplaces so inclusive people won't want to leave'

Does your diversity and inclusion data support your strategic effort?

Gender diversity across the organisation

At a time where gender gaps in both employment and pay continue to pervade industries and economies, the local government sector has the opportunity to serve as an exemplary workplace for the inclusion of women. This year the proportion of women in the workforce was 45% of the overall surveyed workforce, remaining consistent with FY21 (45%). However this ratio is primarily reflective of the gender balance at the 'other staff' level, as Figure 1.16 shows that only 1 in 4 CEO and/or director positions are held by women (down from 1 in 3 CEOs and/or directors in FY21). Why is this the case? Is there a higher concentration of women in service areas within the council where there are less opportunities to attain senior leadership positions?

Whilst other sectors such as utilities, construction and mining have a significant underrepresentation of women in the workforce, the breadth of community services offered by councils puts them in a unique position to be able to move towards closing the gender gap through careful planning and considered recruitment. On the following pages we delve deeper into the gender mix and employee pipeline.



51% of your workforce is **female**

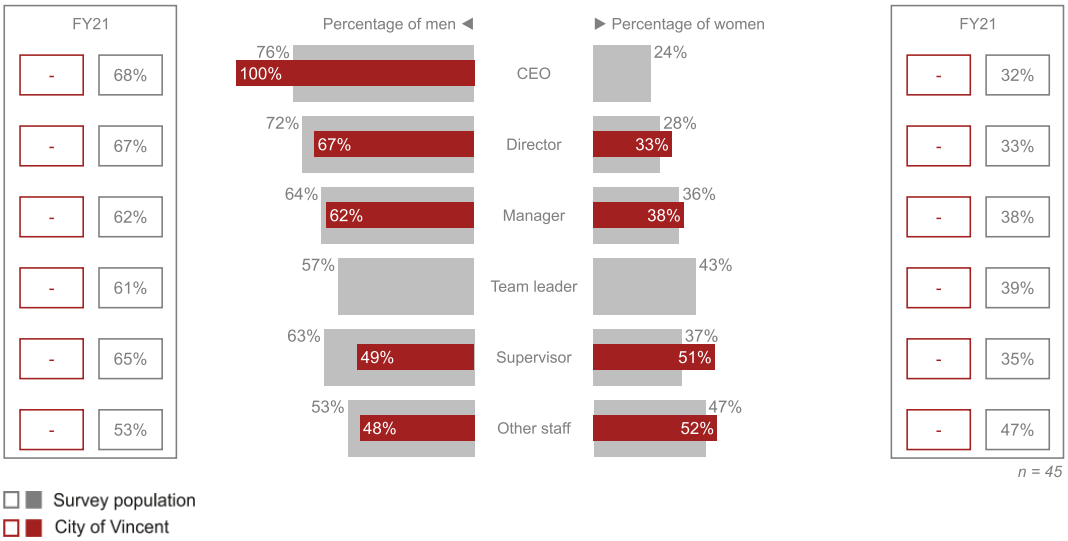
45% of the surveyed workforce is **female**

How can councils actively strive towards greater gender equality in the workplace?[7]

The 2022 Gender Equity Insights report released by the Bankwest Curtin Economics Centre in partnership with the Workplace Gender Equality Agency shares a number of suggestions for businesses to help create a greater equity of opportunity in the workplace, regardless of gender or family circumstances:

- Gender diversity and the elimination of unconscious bias should be a continued focus in recruitment and promotion practices;
- A pay equity audit across all levels of occupational seniority is an important and effective starting point; and
- Businesses should continue to explore flexible working models and broaden the scope of policies that support family and care responsibilities, as well as the policies that address workplace harassment and improve respect at work.

Figure 1.16: Gender split by staff level at 30 June 2022



[7] Duncan AS, Mavisakalyan A and Salazar S (2022), Gender Equity Insights 2022: The State of Inequality in Australia, BCEC|WGEA Gender Equity Series, Issue #7, October 2022

Workforce

Does your diversity and inclusion data support your strategic effort?

Pipeline of employees - women

Findings from the WGEA Gender Equity Insights series illustrate that having more women in key decision making positions delivers better company performance, greater productivity and greater profitability.[8] To create a strong pipeline of women employees, councils should focus on the design of roles, along with a shift in the workplace culture. One example is council leaders role-modelling flexibility and alternative ways of working. This flexibility can be modelled and normalised across all levels and genders.

An opportunity continues to exist for councils to improve gender diversity in senior levels, particularly as roles become vacant due to the ageing workforce. Councils should encourage women in leadership roles as a way for councils to future-proof their workforce.

Tips from 'Women in leadership: Lessons from Australian companies leading the way'

The Business Council of Australia, McKinsey & Company and the Workplace Gender Equality Agency collaborated on a study using WGEA data and more than 40 interviews. The resulting report identified the following steps for dismantling barriers and increasing the level of female participation at senior levels:

1. Build a strong case for change
2. Role-model a commitment to diversity, including with business partners
3. Redesign roles and work to enable flexible work and normalise uptake across levels and genders
4. Actively sponsor rising women
5. Set a clear diversity aspiration, backed up by accountability
6. Support talent through life transitions
7. Ensure the infrastructure is in place to support a more inclusive and flexible workplace
8. Challenge traditional views of merit in recruitment and evaluation
9. Invest in frontline leader capabilities to drive cultural change
10. Develop rising women and ensure experience in key roles[9]

Figure 1.17: Female employees by staff level



[8] Cassells R and Duncan A (2020), Gender Equity Insights 2020: Delivering the Business Outcomes, BCEC|WGEA Gender Equity Series, Issue #5, March 2020

[9] WEGA, 2020, 'Women in leadership: Lessons from Australian companies leading the way'

Does your diversity and inclusion data support your strategic effort?

Gender diversity in leadership

This year, the PwC's Women in Work Index fell for the first time in its 10-year history, with the research indicating that the pandemic has set back progress towards gender equality in the workplace by at least two years across OECD countries[10], due to higher rates of unemployed women and a greater proportion of women leaving the labour market during the pandemic.[11]

Domestically, the under-representation of women in leadership roles continues to pervade industries, with 2020-21 data from the Workplace Gender Equality Agency (WGEA) reporting that although women comprise half (51%) of the private sector workforce, they represent only:

- 32.5% of key management positions (KMP)[12] (same as 2019-20);
- 19.4% of CEOs (up from 18.3% in 2019-20); and
- 18% of board chairs (up from 14.6% in 2019-20).[13]

Analysing the pipeline of future women leaders across our survey population, we note that the median proportion of women at manager level and above is at 33%, down from 36% in FY21. Interestingly we observed the same result (33%) in FY19, echoing the observations outlined earlier from the Women in Work report. Additionally, we see a blended overall median of 25% for women in CEO and director positions, a consistent result for 6 out of the 10 years of this survey.

Does your council actively sponsor women towards senior roles?

The WGEA has a Perspective Paper that discusses the difference between mentoring and sponsorship in the workplace, and notes that sponsorship involves 'proactive instrumental help to advance a person's career.

Sponsorship can be used to achieve greater representation of women at senior levels of organisations by increasing the numbers of women moving through the management pipeline and helping them stay on their career tracks.[14]

We encourage councils to scan the QR code for more information on mentoring vs sponsorship, and how to engage in sponsorship for the benefit of women and the overall organisation.

Figure 1.18: Women at manager and above levels (council size)

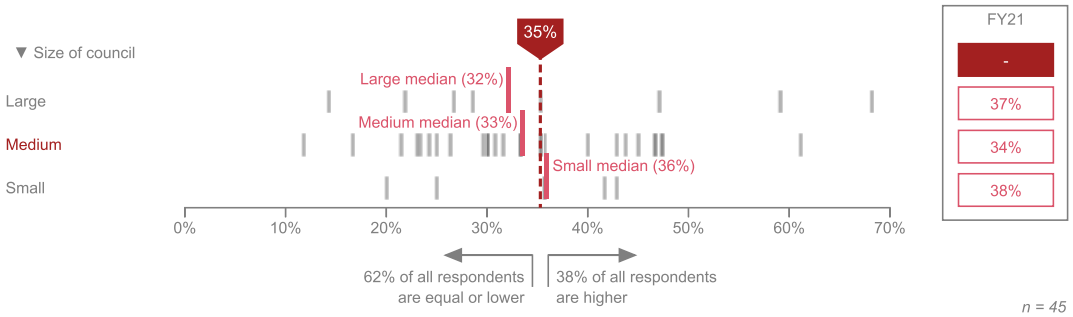
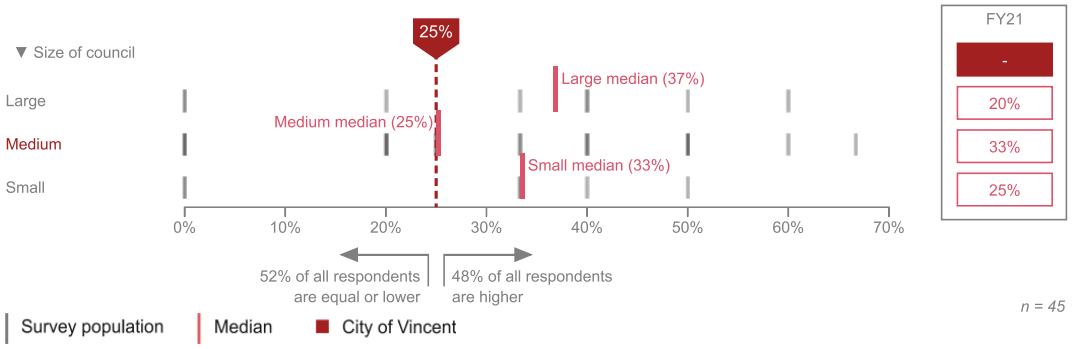


Figure 1.19: Women at CEO and Director levels (council size)



[10] This refers to the 33 OECD (Organisation for Economic Cooperation and Development) countries that were included in the PwC Women in Work Index report.

[11] PwC, 2022, Women in Work 2022

[12] KMP is a manager who represents at least one of the major functions of the organisation and participates in organisation-wide decisions with the CEO.

[13] Workplace Gender Equality Agency, 'Women in leadership'

Workforce

Does your diversity and inclusion data support your strategic effort?

Gender diversity in the recruitment pipeline

The proportion of new recruits represented by women within our surveyed councils has declined to a median of 50% (down from 52% in FY21). When assessing the results by council size, small-sized councils saw the largest percentage point decline with a median of 37%, down from 46% in FY21; and in terms of council type, it was rural councils who experienced the largest decline with a median result of 41%, down from 51% in FY21.

"Women are less likely than men to feel satisfied with pay, less likely to ask for a raise or promotion and less likely to feel listened to by their managers."[15]

Insights from PwC's Hopes and Fears Survey

In March 2022, PwC surveyed over 50,000 working individuals across 44 countries and territories and identified that women are:

- 8% less likely than men to feel that their manager listens to them, or to ask for a promotion; and
- 7% less likely than men to feel fairly rewarded financially, or to ask for a raise.[16]

This highlights the importance for organisations to better understand the lived experience of their staff as they work towards creating a more inclusive workplace where women feel equally competent and recognised for their contributions as the men they work alongside.

To assist with this, we encourage councils to take a deeper look at their results by service area to understand the gendered distribution of workers across departments. This can help drive a tailored design of gender equity targets specific to each service area, and allow councils to progress further towards closing the gender pay gap.

Figure 1.20: Proportion of new starters who are women (council size)

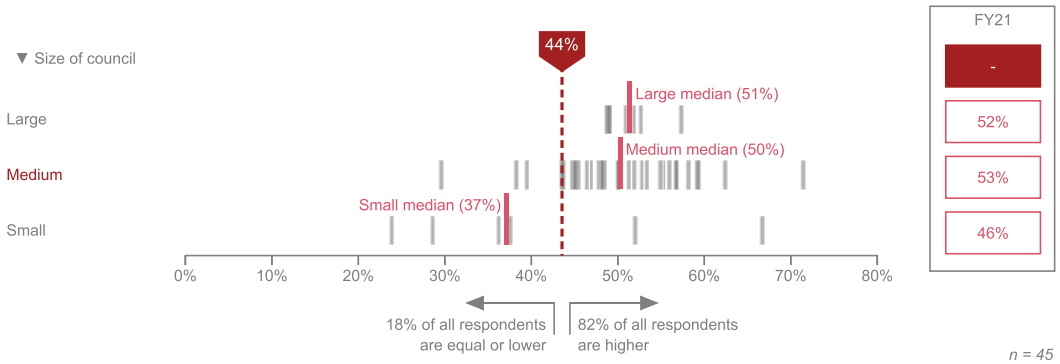
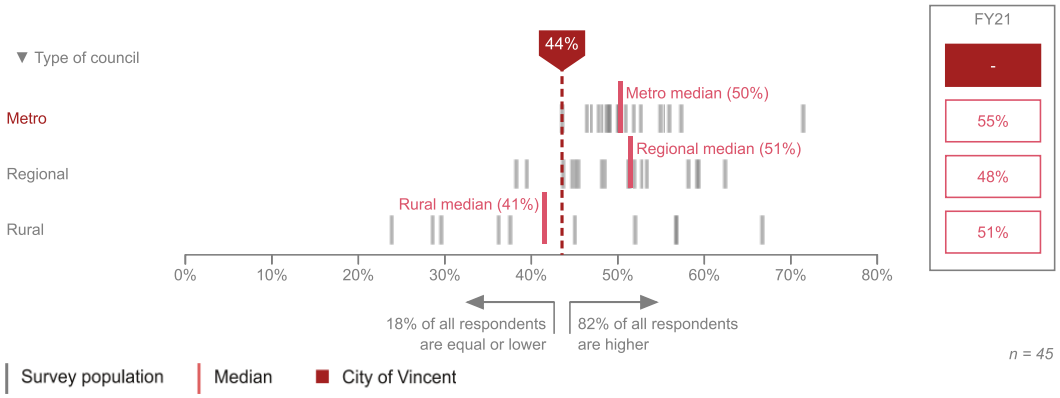


Figure 1.21: Proportion of new starters who are women (council type)



[15] PwC, 2022, Global Workforce Hopes and Fears Survey

Enhancing the employee experience: attracting, retaining and engaging talent

Staff engagement

Irrespective of the working environment or location, staff engagement levels are a vital indicator of whether councils are maintaining a positive workplace culture and in turn generating a high performing and productive workforce.

Figure 1.22 shows that 55% of councils had stable or improved staff engagement over the past year, a noticeable drop from 62% in FY21 and perhaps symptomatic of the challenge that many organisations are facing - finding ways to stay connected and engaged across teams operating in a hybrid working environment.

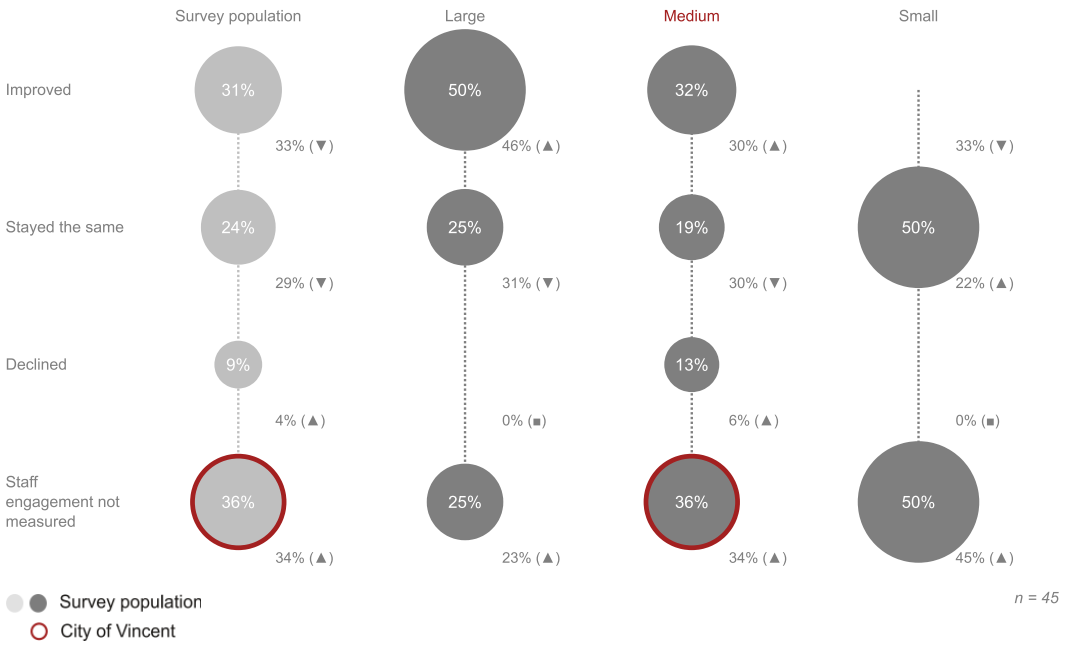
Engage staff by empowering your team leaders

In a recent study of over 1,000 Australian workers by PwC's Future of Work team, it was found that only one-third (31%) of staff in team leader positions had received formal training on leading and managing staff in a hybrid working environment. Subsequently, less than half (41%) of those with team leader responsibilities feel confident about their ability to lead, and an even smaller proportion (36%) feel that their organisation provides appropriate tools and support for effective leadership in this new scenario.[17]

The downstream implications are predictable - with team leaders lacking confidence in themselves, their teams are also experiencing the uncertainty, with 39% of workers feeling as though their manager doesn't trust them to work remotely.[18] Therefore the onus is on council leadership to focus on investing in their middle management, and help them navigate an increasingly complex role that requires them to oversee the performance, wellbeing and diverse working environments of their team.

"With new ways of working focused around team dynamics, we can no longer just assume middle managers will learn critical skills on the job. We need to develop targeted programs to help them optimise team performance, drive a wellbeing agenda, lead through ambiguity, and play the role of coach and mentor."[19]

Figure 1.22: Did your staff engagement levels improve during the year?



[17] PwC, 2022, 'PwC Australia's CEO Survey shows CEOs are concerned about attracting and retaining key skills'
[18] PwC, 2022, 'Balancing Act: The New Equation in hybrid working'
[19] PwC, 2022, 'PwC Australia's CEO Survey shows CEOs are concerned about attracting and retaining key skills'

Workforce

Enhancing the employee experience: attracting, retaining and engaging talent

Talent strategy

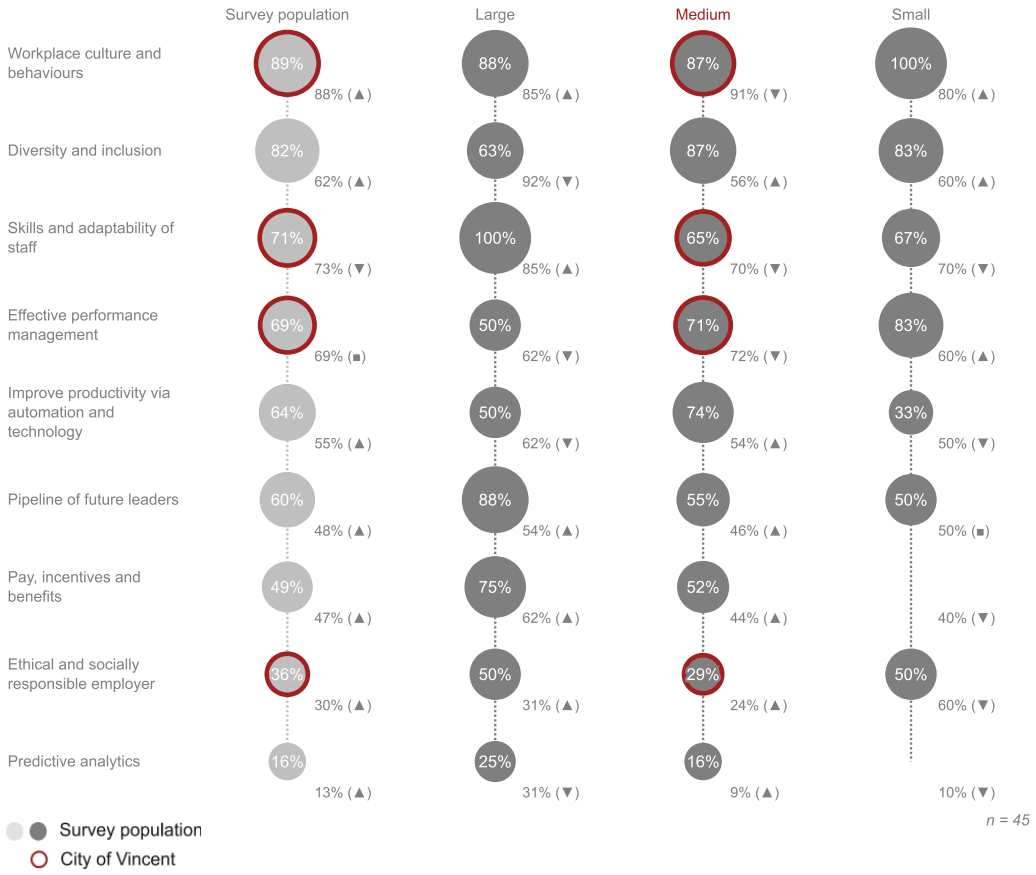
In our survey we ask councils about how they are adapting their talent strategy to create maximum impact when it comes to recruitment and retention of staff. Whilst 'workplace culture and behaviours' has consistently been a top priority for most councils, the focus on 'diversity and inclusion' has continued to grow, with 82% of councils now recognising its importance towards staying relevant and competitive in the market for top talent, up from 62% in FY21 and 47% in FY20.

When analysing the results by council type, it is interesting to note the differing areas of focus. Metro councils are more likely to be changing their strategy in relation to 'skills and adaptability' (89% of metro councils) along with a growing interest in 'productivity through automation and technology' (72%), echoing the sentiments from PwC Australia's 25th CEO Survey which found that 'retaining employees who have been upskilled' was the most prevalent challenge (50% of CEOs included this in their top 3).[20]

Away from the metropolitan areas, regional councils are more likely to be focused on their 'pipeline of future leaders' (76% of regional councils), whilst rural councils are increasingly focused on 'effective performance management', perhaps an acknowledgement of the need to support the growth of existing staff rather than seeking to hire new staff from a limited resource pool.

"At an organisational level, the question is no longer: What if I invest in my people and then they leave? Instead, invest so that they have a reason to stay or want to come back."[21]

Figure 1.23: Areas of focus in the talent strategy



[20] PwC, 2022, 'PwC Australia's CEO Survey shows CEOs are concerned about attracting and retaining key skills'

Enhancing the employee experience: attracting, retaining and engaging talent

Staff training

This year, all participating councils reported having a formal training budget in place, but only 1 in 10 councils (12%) used or exceeded their training budget. However, this may not be due to a lack of willingness from councils, but rather due to a shortage of resources. PwC Australia's 25th annual CEO survey provides some related insights, as a third (36%) of CEOs reported that 'a lack of resources to conduct the upskilling programmes we need' was in their top 3 challenges in relation to upskilling staff.[22]

This resourcing challenge may continue to linger for a little while longer as the opening of international borders continue to ease and skilled workers begin to move in and out of Australia again, so it is important that existing staff are supported to undertake and/or deliver ongoing training as part of their day to day responsibilities. It is up to councils to ensure that time for training is firmly embedded in the resourcing strategy, to minimise the risk of overloading teams and facing burnout.

Your FY22 training spend per FTE was A$381

Tackling the skills shortage - suggestions from the CEO survey

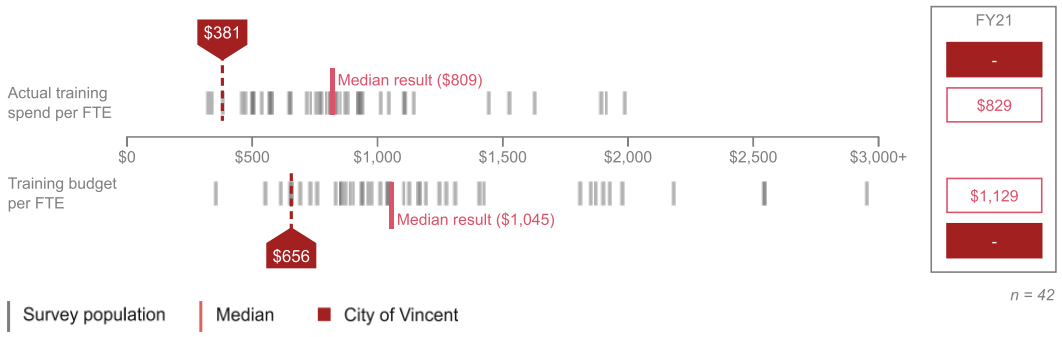
From PwC Australia's 25th annual CEO survey, nearly a quarter (24%) of CEOs reported that 'defining which skills to build' was in their top 3 staff upskilling challenges.

To assist organisations, the report recommends a future-focused 'triage' approach, and to start by asking 'Where is our organisation headed, and what key capabilities do we need to get there?'.

With a clearer vision in place, organisations can consider sourcing skills through different means, such as:

- Build: Upskill existing staff if they have the aptitude and potential for the required skills.
- Buy: Spend the money in the market to acquire skills via new talent.
- Borrow: If a short-term or temporary solution is necessary, consider using contractors or specialists to supplement the workforce.
- Bot: Is it possible to automate certain work activities, thereby freeing up staff to pursue upskilling opportunities?[23]

Figure 1.24: Is your council spending its training budget? (A$)



[22] PwC, 2022, 'PwC Australia's CEO Survey shows CEOs are concerned about attracting and retaining key skills'
[23] ibid

Workforce

Enhancing the employee experience: attracting, retaining and engaging talent

Rate of promotion

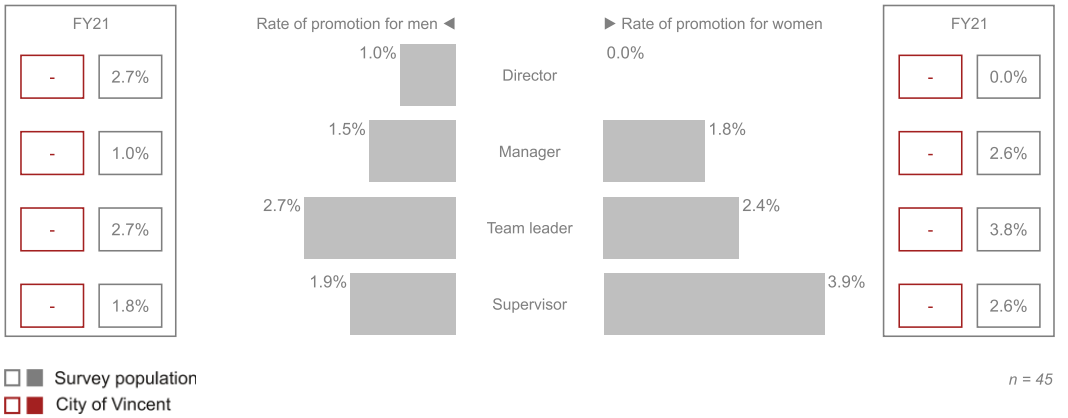
Our program examines the rate of promotion for all employees across different staff levels as well as by gender. Figure 1.25 illustrates the proportion of employees who were included in the opening headcount of a particular staff level and the rate at which they were subsequently promoted during the year.

For staff at the manager level, last year we observed that women were more than twice as likely to be promoted compared to men (2.6% vs 1.0% in FY21), however this year the results have levelled a little, with 1.8% of managers who are women promoted in FY22, compared to 1.5% of managers who are men.

Directorship continues to elude women at participating councils, with an absence of women being promoted to director across all jurisdictions for the third year in a row (0%), compared to 1.0% of men being promoted to director (down from 2.7% in FY21). However the pipeline paints a promising picture, with women in the supervisor role being promoted twice as quickly as men (3.9% supervisor promotions in FY22 were women, compared to 1.9% men).

We encourage councils to refer to the gender diversity section of our report for additional guidance on how to actively sponsor high-performing women in their workforce.

Figure 1.25: Rate of promotion - gender split by staff level





Managing employee wellbeing

Annual leave

In Figures 1.26 and 1.27 we profile the spread of annual leave (AL) and long service leave (LSL) balances across the various generations for each council, with each dot representing an employee with a leave balance. From a business perspective, councils can use these charts to assess the extent of their current financial liability; from a people perspective, leadership can hone in on assisting individuals with their own wellbeing management by encouraging them to utilise their leave entitlements.

Our survey results show that as at 30 June 2022, 41% of employees carried more than four weeks of accrued annual leave (41% in FY21) and 14% have more than eight weeks (12% in FY21). Rural councils have the greatest proportion of high unused annual leave balances, with 17% of staff having more than eight weeks accrued leave (up from 12% in FY21), compared to their metro and regional counterparts (14% and 13% respectively). We encourage councils to cross-reference their analysis of leave balances with overtime data to better understand what levers are driving their workforce results. For example, we note that the median rural council incurred $3.8K per FTE on overtime payments, and 49% of employees have 4 weeks or more accrued leave. A full time employee that works for a year without using any of their leave effectively works an FTE load of 1.13 during the year. Councils should consider this in workforce planning, as staff not taking leave may be masking a resource shortage that is more severe than it seems at first glance.

45% of your workforce has 4 or more weeks of annual leave accrued

16% of your workforce has 8 or more weeks of annual leave accrued

37% of the WA surveyed workforce has 4 or more weeks of annual leave accrued

12% of the WA surveyed workforce has 8 or more weeks of annual leave accrued

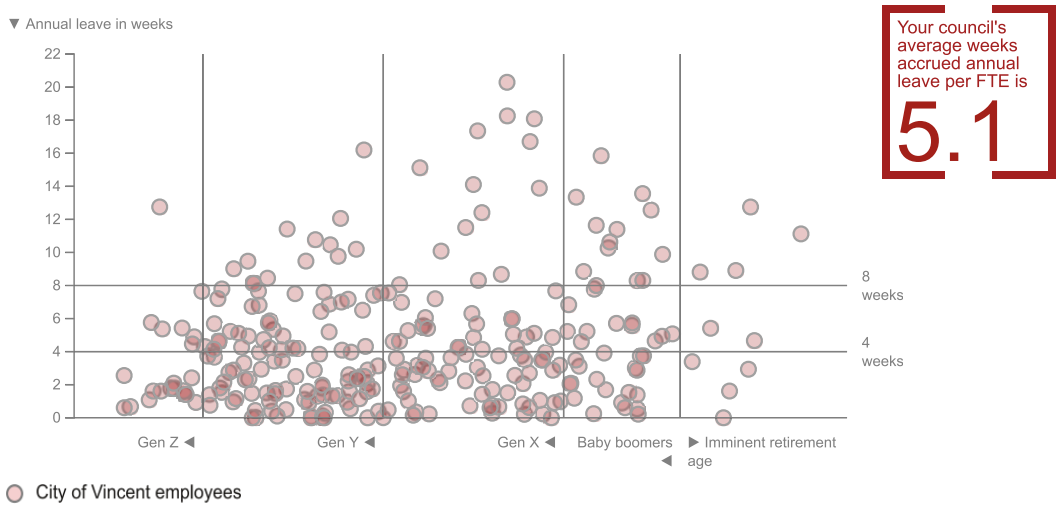
Don't just survive, thrive - focus on employee wellbeing

With 'wellbeing' ranked as the second most important lever (behind 'remuneration and reward') in the 'What workers want'[24] study conducted by PwC's Future of Work team, councils need to maintain a strong focus on ensuring their staff are feeling both physically and mentally well in order to bring their best selves to work.

As flexible working continues in the post-pandemic environment, councils might like to consider discussing alternative methods of encouraging staff to use their leave balances, such as:

- Are there opportunities for staff to combine remote working and leave plans to enable them to work from an alternate location either domestically or internationally (subject to working rights and eligibility)?
- Do staff prefer to take their leave in large blocks or would they prefer to put their leave days towards a reduced working week over a period of time?
- Are there any other measures that could be introduced to encourage staff to use their leave balances (e.g. floating public holiday policy)?

Figure 1.26: Employee annual leave balances



[24] The seven levers in the employee preference index were Remuneration and reward, Workspaces and places, Ways of working, Wellbeing, Career development, Experience, and Brand.
PwC, 2021, 'The Future of Work: What workers want: Winning the war for talent'

Workforce

Managing employee wellbeing

Long service leave

Overall, the percentage of employees with long service leave (LSL) balances in excess of 12 weeks remains broadly consistent with recent years, at 18% in FY22 (19% in FY21 and 18% in FY20).

This year, both regional and rural councils reported a decline in the percentage of staff with unused LSL, with 21% and 18% of their respective workforce having more than 12 weeks accrued (both council types reported 23% in FY21). Metro councils on the other hand saw a slight increase to 15%, up from 12% in FY21. When analysing councils by size, we observed a slight reduction year on year for large councils (18%, down from 20% in FY21) and small councils (23%, down from 24% in FY21), while medium councils remained steady with 17% of staff holding more than 12 weeks of LSL (same as FY21).

Seize the day - encourage the use of long service leave

As the world continues to emerge from the pandemic, this presents councils with a great opportunity to engage with their eligible employees and actively plan the use of their long service leave balances.

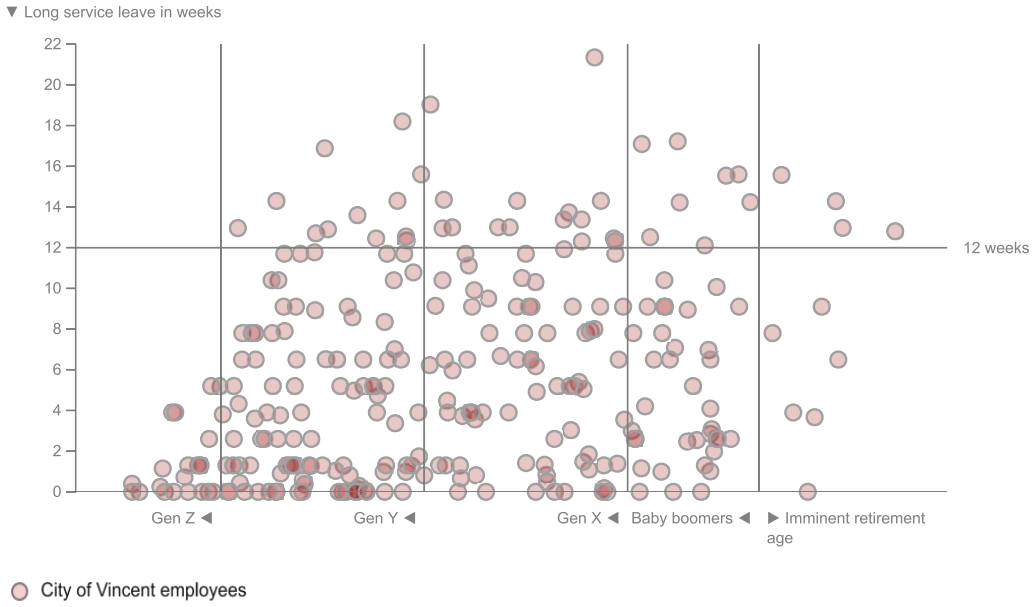
This can generate positive change across the council - encouraging the use of accrued leave signals that leadership are supportive of staff taking extended breaks for rest and recharge; and whilst staff are on leave, it opens up the door for colleagues to step into more senior or different roles, enabling them to experience a greater variety of responsibilities and improving the skill-sets and flexibility of the workforce.

14% of your workforce has more than **12** weeks of long service leave accrued

18% of the surveyed workforce has more than **12** weeks of long service leave accrued

"The mental health and wellbeing challenge across workplaces, let alone the community at large, is worsening. The World Health Organisation refers to stress as the global health epidemic of the 21st century."[25]

Figure 1.27: Employee long service leave balances



[25] PwC, 2022, 'Balancing Act: The New Equation in hybrid working'

Managing employee wellbeing

Absence

The well-documented phenomenon of increased illness and absence that occurred as pandemic restrictions eased is evident in our results, as the median number of sick leave days taken has increased across all council types. Metro councils reported a median of 6.2 sick leave days (up from 5.9 days in FY21), regional councils reported a median of 7.4 days (up from 6.0 days in FY21), and rural councils saw the largest increase with a median of 8.8 days (up from 6.5 days in FY21).

Across the survey population, the 25% of employees who used the least amount of sick leave took 3.3 sick days or less (2.6 days in FY21). At the other end of the spectrum, 25% of employees took 12.5 days or more (11.2 days in FY21). Councils whose sick leave results are higher than the population median may seek to determine whether the results can be attributed to low employee engagement, poor health in the workplace, or a combination of the two.

Figure 1.28 allows councils to assess the sick leave profile of their workforce against the survey population. Taking the analysis a step further, Figure 1.29 displays a quartile breakdown on sick leave taken by supervisors and above, compared to other staff. Higher levels of absenteeism at the supervisor level can have a flow on effect to team members, potentially resulting in a lack of direction and breeding disengagement across the more junior ranks.

5.7 median sick leave days taken in FY22 across your workforce

7.4 median sick leave days taken in FY22 across the survey population

Focusing on mental health - has your council thought about it?

In 2020, the Productivity Commission's Inquiry into the economic impacts of mental ill-health reported that 2.8 million working Australians had mental illnesses that led to them taking time off to maintain their wellbeing, estimating an economic impact of AU$10 billion from workplace absenteeism due to mental health, and a further AU$7 billion from presenteeism.[26]

With this in mind, councils should consider offering their employees access to digital mental health support services as part of their overall employee value proposition. The following article in PwC's Digital Pulse provides further guidance to help organisations choose the most appropriate solution for their workforce ecosystem.

Figure 1.28: Breakdown of percentage of employees taking sick leave by quartile

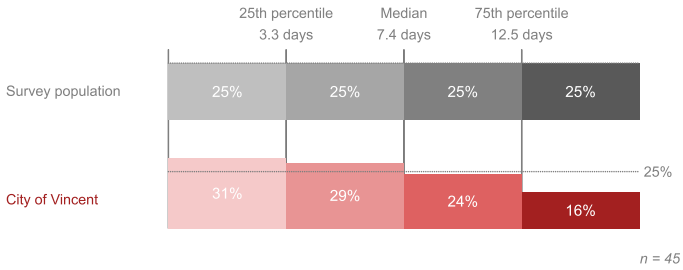
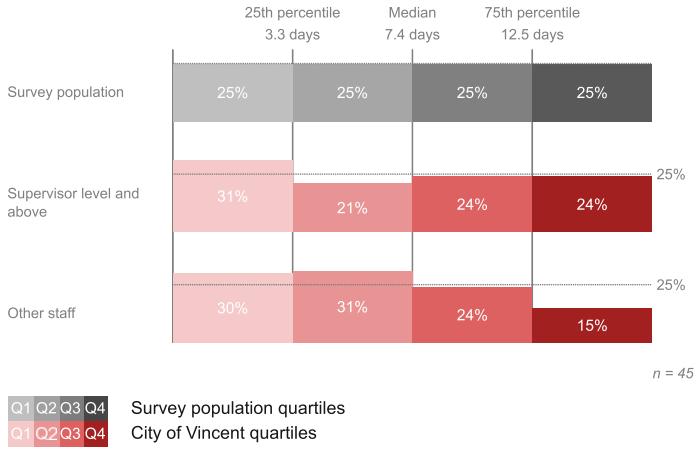


Figure 1.29: Breakdown of percentage of employees taking sick leave by quartile and staff level



"Mental health is one of the biggest societal issues of our time and employers have an obligation to support the wellbeing and safety of their staff."

- Kristin Stubbins, Chair of the Board of mental health solution, Innowell, and Assurance Managing Partner at PwC[27]

[26] Australian Government Productivity Commission, 2020, Mental Health: Productivity Commission Inquiry Report Volume 1

[27] PwC, 2022, How to pick the right mental health solution for your organisation

Workforce

Managing employee wellbeing

Lost time injuries

Figure 1.30 presents each council's rate of incidents (measured as the number of incidents per 100 employees) against the average claim cost. We acknowledge that councils with a higher percentage of outdoor workers may have a higher rate of incidents due to the more physically demanding nature of their roles.

Across the survey population, the overall number of days lost per 100 employees has increased to 107 days this year, up from 100 days in FY21. Councils should strive to understand whether the nature of these incidents reflects a need to reinforce critical behaviours in the workplace to reduce the risk of injury for all staff.

What are 'critical behaviours' and how can they help improve workplace safety?

Critical behaviours are patterns of acting that are tangible, repeatable, observable, and measurable, and they contribute to achieving an organisation's strategic and operational goals.[28] Focusing on establishing the right behaviours across the workforce has a longer lasting effect than a one-time action, a policy change, an outcome, or a mindset/attitude.

For example, to reduce injuries on a construction site, declaring a "clean-up day" would be a one-time action. By contrast, an appropriate habitual behaviour would be getting workers to take responsibility for maintaining the safety of the site, which could include appropriate waste disposal and the elimination of tripping hazards on pathways.

This approach is applicable to all teams and workspaces. Councils can work with their people to collectively define the behaviours that will contribute to the overall objectives, starting with the question "In a future state in which we've achieved the goals, what would people actually do (or do differently)?"

Figure 1.30: Lost time injury incidents

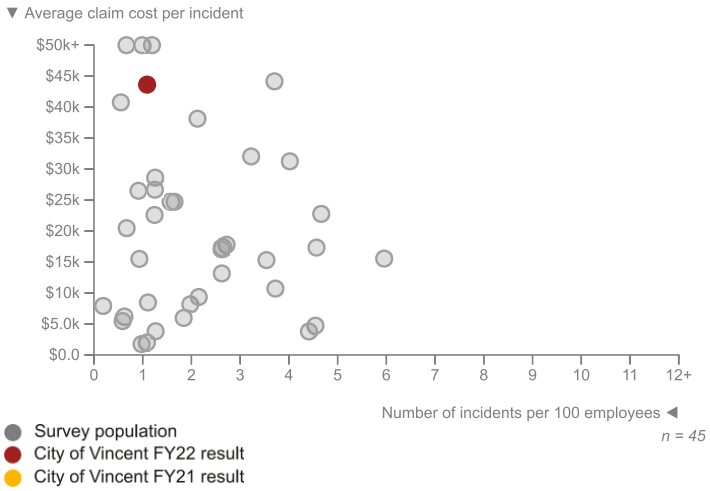
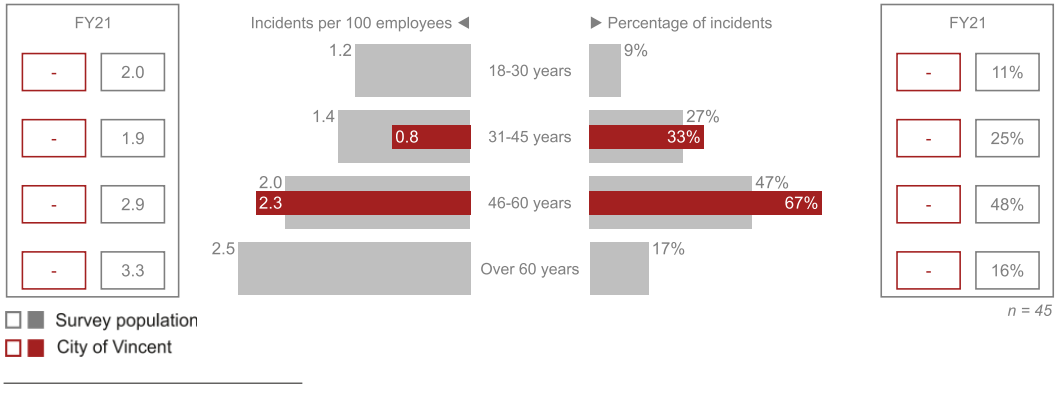




Figure 1.31: Incidents per 100 employees by age bracket



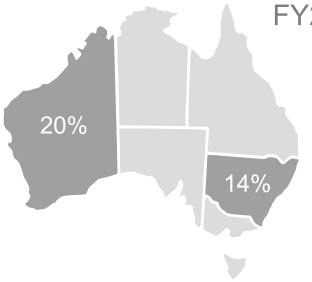
[28] strategy+business, 2017, 'Getting to the Critical Few Behaviors That Can Drive Cultural Change'

Managing the talent turnstile

Rookie rate

For the first time in three years we observe an increase in the overall median rookie rate to 26%, up from 23% in FY20 and FY21. Metro councils reported the largest increase in new employees, with a median rookie rate of 28% for FY22 (21% in FY21), putting them on par with regional and rural councils who reported median rookie rates of 26% and 28% respectively in FY22. However these figures should be examined alongside the turnover rate for staff in their first year of employment (Figure 1.39, further in this chapter) to assess whether the results are reflective of ineffective recruitment and retention strategies and simply contributing to employee churn.

When it comes to management rookie rates (i.e. supervisors and above with less than two years' experience), in particular we note that after 3 years of steady decline, regional councils have had a slight upturn this year, reporting a median of 14% (13% in FY21). Metro and rural councils also observed a 3% increase in their median management rookie rate to 19% and 18% respectively.



FY22 median rookie rates for supervisor and above

Definition of 'rookie rate'

Proportion of staff who commenced in the past two years.

Your overall rookie rate is **29%**

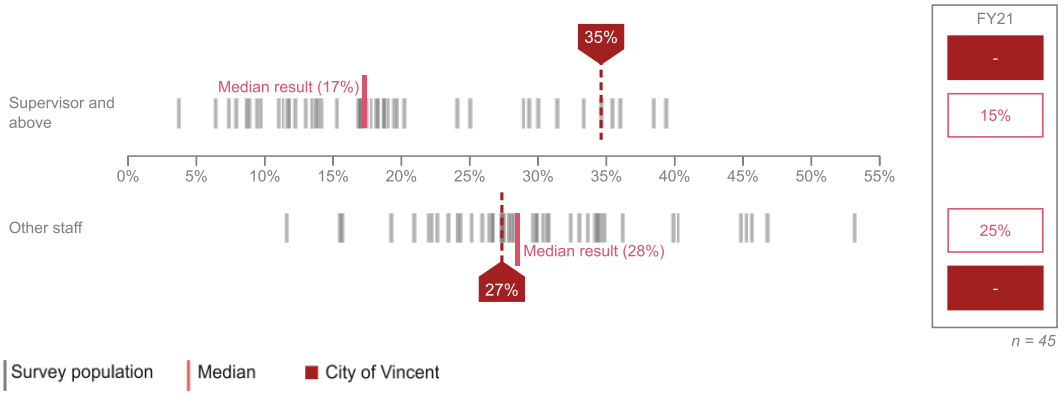
The median survey rookie rate is **26%**

Are your leaders empowered to support the rookies?

In trying to deliver a smooth onboarding process for new starters, it is easy to overlook the parallel onboarding process for team leaders/supervisors that needs to occur. Ensuring that appropriate training or guidance is provided to supervisors will enable them to cultivate a supportive staff network, leading to positive workplace behaviours and greater employee productivity.

This is particularly important for office/desk-based staff, where new starters may find it difficult to build relationships with colleagues in the current hybrid working environment. From the outset, teams should discuss and agree on ways of working to establish a good operating rhythm and periodically refresh the plan when new staff are brought in, to ensure continued collaboration and connection across the team.

Figure 1.32: Rookie rate by staff level



Workforce

Managing the talent turnstile

Staff turnover

In last year's report we referenced PwC's Future of Work study, which noted that over a third (38%) of Australian workers were looking at leaving their current employer in 2022.[29] Against the backdrop of this prediction, it is little surprise that participating councils reported the highest median staff turnover rate since the beginning of the survey, at 17.8% (including fixed term (FT) contractors) or 15.6% (excluding FT contractors).

Across the following pages we take a deeper look into the turnover results to understand which employee groups are experiencing the greatest amounts of change. This is important for leadership teams to digest, as a high turnover may be symptomatic of pain points within the council, such as workplace culture or perceived opportunities (or lack thereof) for career progression.

Do you know what your employees want?

Research from PwC's annual Global Workforce Hopes and Fears Survey, which draws from more than 52,000 workers across 44 countries and territories reveals that the three most important factors when considering a change in work environment are:

- Being rewarded financially (71% of respondents);
- Having a fulfilling job (69%); and
- The ability to truly be myself (66%).[30]

With this in mind, it is up to councils to assess whether they have an adequate pulse on employee sentiment, and take steps to reshape the workplace experience where necessary. Managers need to be able to translate the overall purpose of the council into tangible tasks/behaviours for staff to demonstrate how their work contributes to that purpose. Equally, leadership should also be provided with regular training and upskilling that helps them eliminate any cultural barriers or blind spots towards creating an inclusive workplace culture.

Definition of 'staff turnover rate'

Total number of all leavers in the year divided by the headcount at the start of the year (excluding casual employees).

Figure 1.33: Staff turnover rate (including fixed-term contract employees)

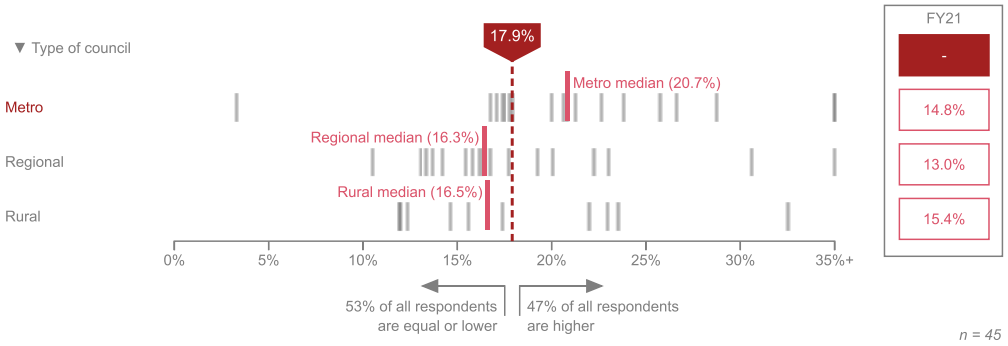
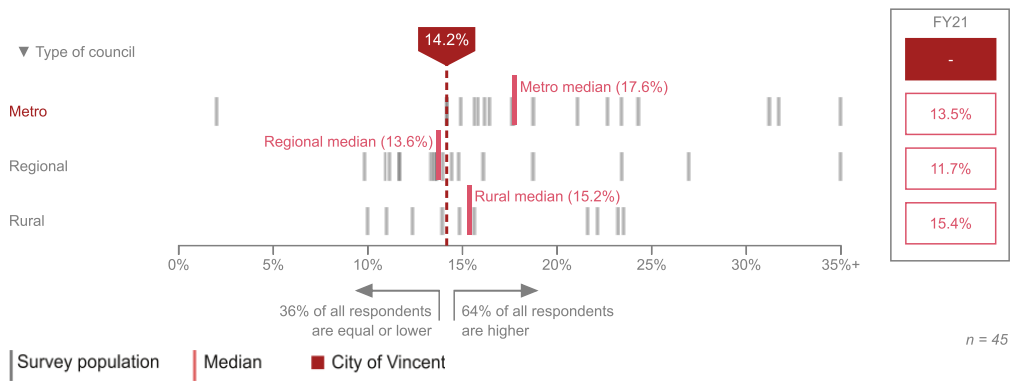


Figure 1.34: Staff turnover rate (excluding fixed-term contract employees)



[29] PwC, 2021, 'The Future of Work: What workers want: Winning the war for talent'

[30] PwC, 2022, 'Global Workforce Hopes and Fears Survey 2022'

Managing the talent turnstile

Staff turnover in detail

Figures 1.35 to 1.38 below dissect the turnover data by generation, tenure, seniority and corporate service area. We note that these turnover calculations exclude casuals but include fixed-term contract employees.

For the fourth year in a row, we observe the Gen Z and younger cohort continuing to churn through the council workforce. With a median staff turnover rate of 37% in FY22, this the highest median rate ever recorded not only for this cohort, but for any generational cohort over the life of the program. However it is also important to layer this result with the knowledge that Gen Z and younger generations still represent a small but growing proportion of the local government workforce, at just 8% (up from 7% in FY21).

When analysing staff turnover by corporate service area, this year the Human Resources department saw a significantly higher volume of staff movements compared to other departments with a median turnover rate of 25%, the highest recorded rate for any corporate service area since the beginning of the program.

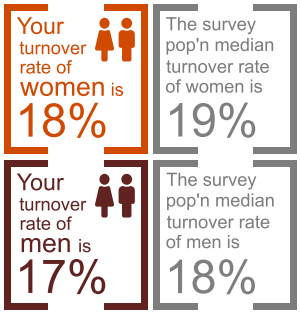


Figure 1.35: Staff turnover rate by generation

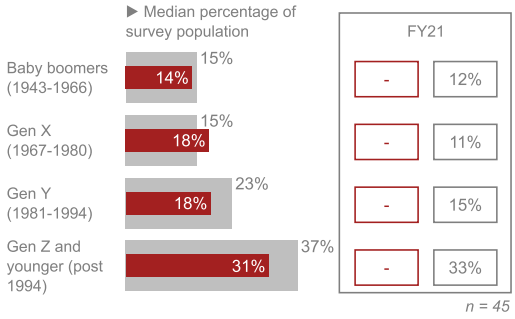


Figure 1.36: Staff turnover rate by tenure

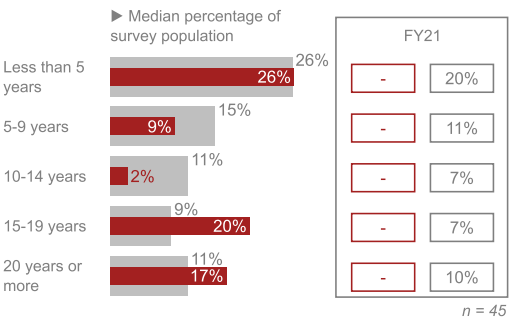


Figure 1.37: Staff turnover rate by staff level

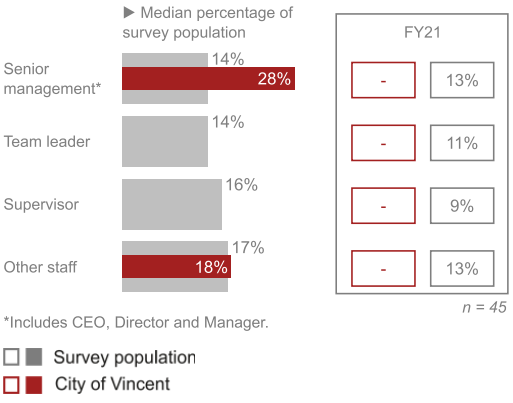
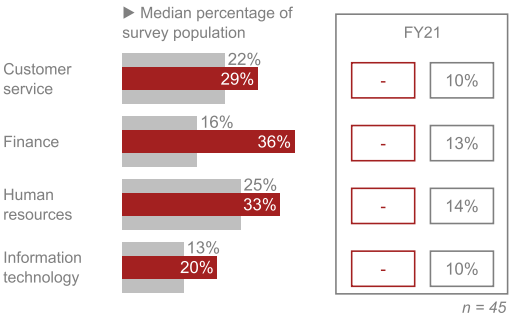


Figure 1.38: Staff turnover rate by corporate service area



Workforce

Managing the talent turnstile

Staff turnover rate in year one

Analysing the metric of staff turnover in the first year of employment may assist councils in determining the effectiveness of their talent recruitment and onboarding strategies.

Consistent with the overall themes in the turnover story from this year's survey results, the median year one staff turnover rate of 29.6% is the highest recorded figure since the inception of the program, up from the prior highest recorded figure of 20% in FY21.

When analysed in conjunction with Figure 1.41 (overleaf) which breaks down this turnover figure by generation, all generational cohorts experienced a year-on-year increase in first year attrition, led by the Gen Z and younger cohort (year one staff turnover rate of 41% in FY22, a significant increase from 20% in FY21).

When compared to the overall median staff turnover rate (excluding fixed term contractors) of 15.6%, the data suggests that new recruits are nearly twice as likely to leave a council in their first year of employment, compared to employees with extended service.

Additionally, for the second year in a row we report women being slightly more likely to exit councils than men (28% women, 27% men). This information should be reviewed in conjunction with the results presented in the gender diversity section earlier in this chapter, to identify further insights into the lived experience for women in the workplace.

The survey population median staff turnover in the first year is

29.6%

Definition of 'staff turnover rate in year one'

Total number of leavers with less than one year of experience divided by the headcount at the start of the year with less than one year of experience (excluding casual employees).

Figure 1.39: Staff turnover rate in the first year of employment (excluding fixed-term contract employees)

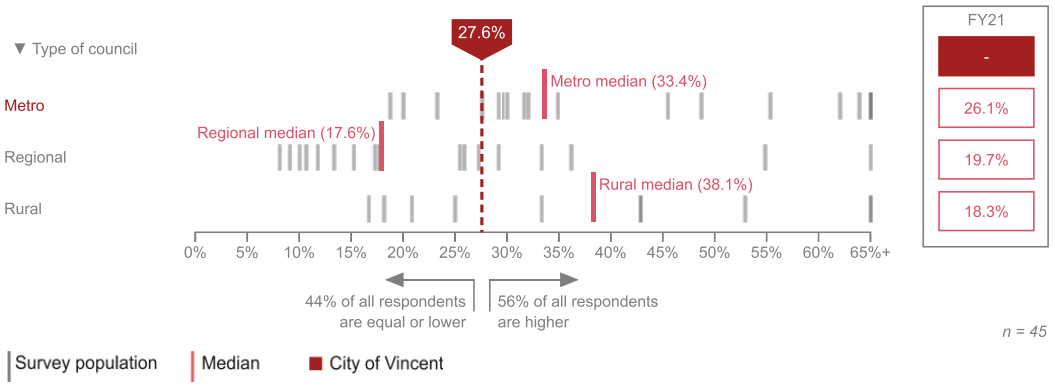
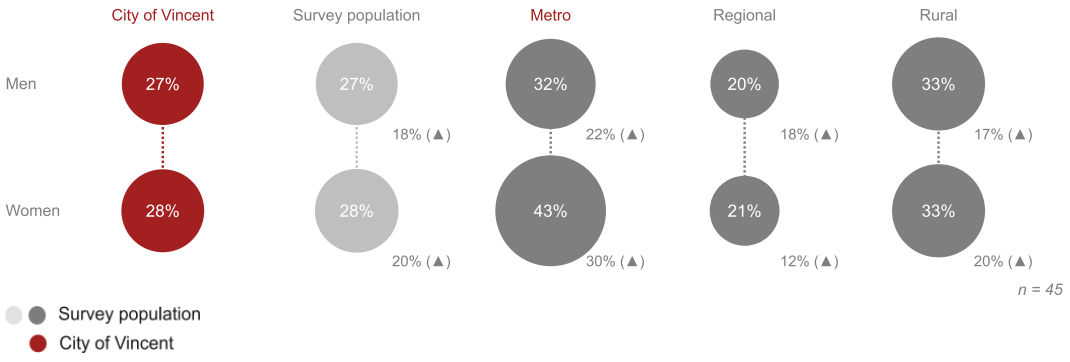


Figure 1.40: Median gender staff turnover rate in the first year of employment (council type)



Managing the talent turnstile

Generational turnover rate in the first year

Taking a look at median first year turnover rates by council type, nearly all generational cohorts at metro and regional councils reported a 10% or greater increase from last year's results, suggesting that the attrition issue is not isolated to select councils. In fact, only the Baby boomer cohort in regional councils observed a year on year decline in the median first year turnover rate, despite representing a similar proportion of the workforce when compared to their metro and rural counterparts (approximately 25-30% of council staff across all council types).

Can a focus on a hybrid work environment help attract and retain office staff?

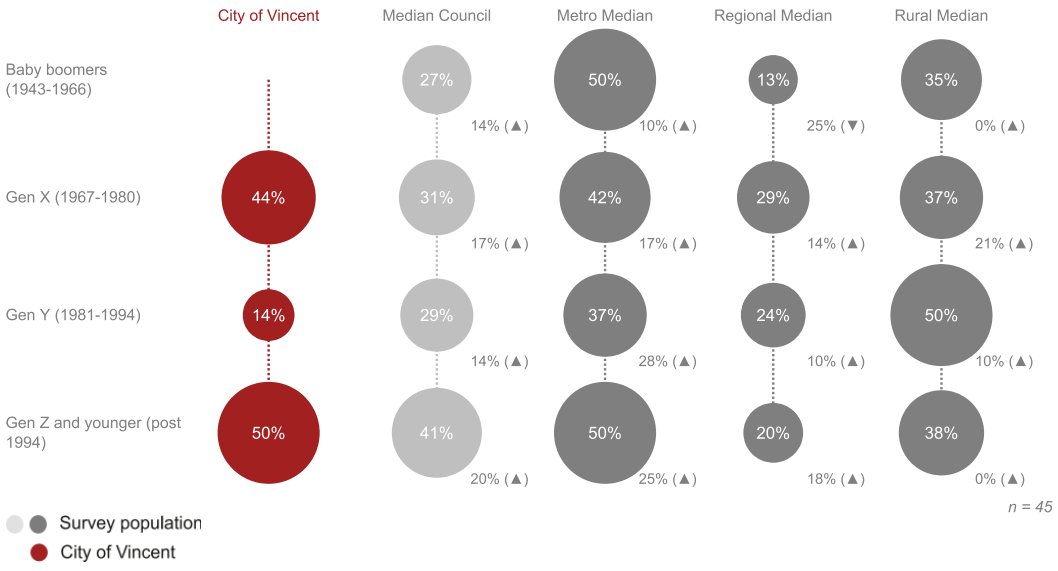
Expanding on last year's insights by generation, a new study conducted by PwC's Future of Work team provides a glimpse into the current state of hybrid working in Australia, and what this means for organisations.

Based on a survey of over 1,000 Australian knowledge-based workers (i.e. individuals who occupy roles that can be performed remotely either in part or whole, typically office/desk workers), the study found that:

- Overall, employees want to work from home for 3.4 days per week (on average), with 40% of Australians believing that they perform better away from the office;
- Millennials and Gen X staff prefer to spend less time in the office relative to their Gen Z and Baby Boomer counterparts, most likely due to the majority of this cohort having various carers' commitments; and
- If their organisation mandated a forced return to the office, 29% of respondents said they would quit their role and another 32% would consider leaving the organisation.[31]

In light of the above, we encourage councils to consider and communicate clear expectations to their teams based on business requirements, giving staff a structured yet flexible means of determining their combination of working from the home or the office.

Figure 1.41: Median staff turnover rate (by generation) in the first year of employment



[31] PwC, 2022, 'Balancing Act: The New Equation in hybrid working'

Workforce

How are you managing the generational shift?

Transition to retirement

It is important for organisations to look after their employees across all stages of the employment life cycle, and the transition to retirement is an important phase requiring thoughtful consideration. Management should ensure their plans take into account not only the timely transfer of knowledge and/or skills to remaining staff, but also the continued wellbeing of the outgoing employee. A poorly managed transition to retirement may feel synonymous with a loss of purpose and a sense of disconnect with the rest of the world.

For the first time in the survey, we see that all participating councils offer the option of flexible working through the transition to retirement period, followed closely by the option of reducing working hours from full-time to part-time (97% of councils).

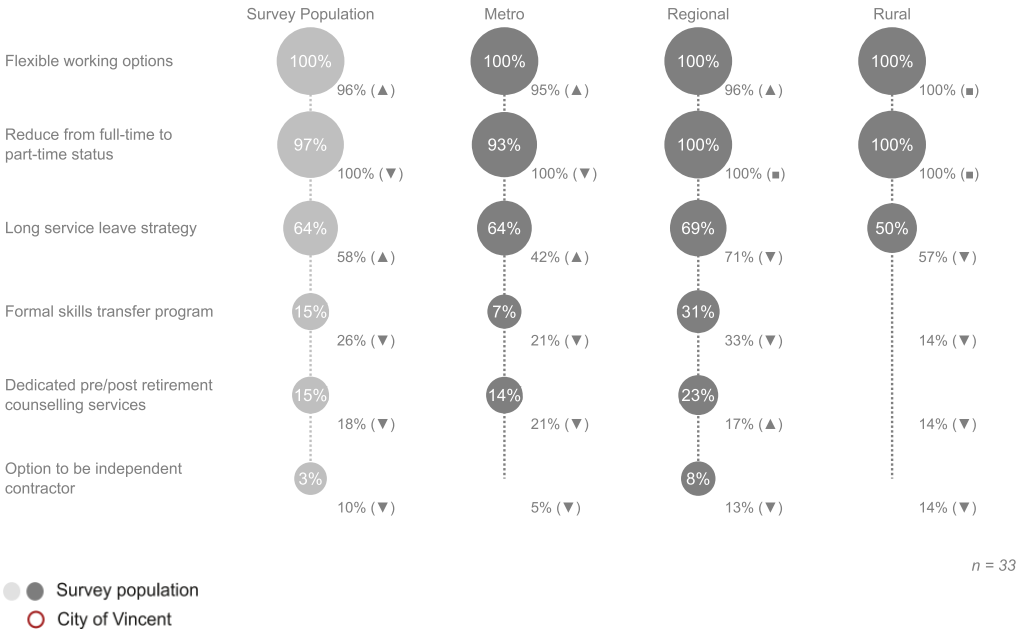
On the next page we look at upcoming potential retirements by staff role, and share some guidance on managing the CEO succession planning process. We note that whilst the guidance focuses on the CEO role, councils might also like to consider applying the principles more broadly towards succession planning for other key roles or individuals across the organisation.

Key considerations

- Does your council have a formalised transition to retirement policy? Are staff aware of the policy and actively encouraged by management to utilise the policy?
- How does your council ensure that an employee's skills and knowledge are transferred to the remaining workforce in a respectful and meaningful manner?
- Does your council perform a regular review of its transition to retirement policies to incorporate feedback received from retired alumni, prospective retirees and other key stakeholders? Alternatively, councils can consider engaging relevant stakeholders in a co-design session to ensure the policy remains relevant.



Figure 1.42: Which of the following transition to retirement policies does your council offer?



How are you managing the generational shift?

Potential retirements

At an overall workforce level, the percentage of staff reaching the retirement age of 65 continues to be broadly consistent with prior years, at 15% in the next 5 years and 28% in the next 10 years. We observe a fairly even distribution of potential retirements in the next 5 years across all levels below the CEO, with a slightly higher proportion of staff reaching retirement age at small-sized councils.

When we explore the results at the CEO level, we find that 37% of CEOs will potentially retire within the next 5 years, with this figure increasing to 63% in the next 10 years. With this in mind, councils will need to ensure that there are succession plans in place to allow for a smooth transition of leadership responsibilities in the not-too-distant future.

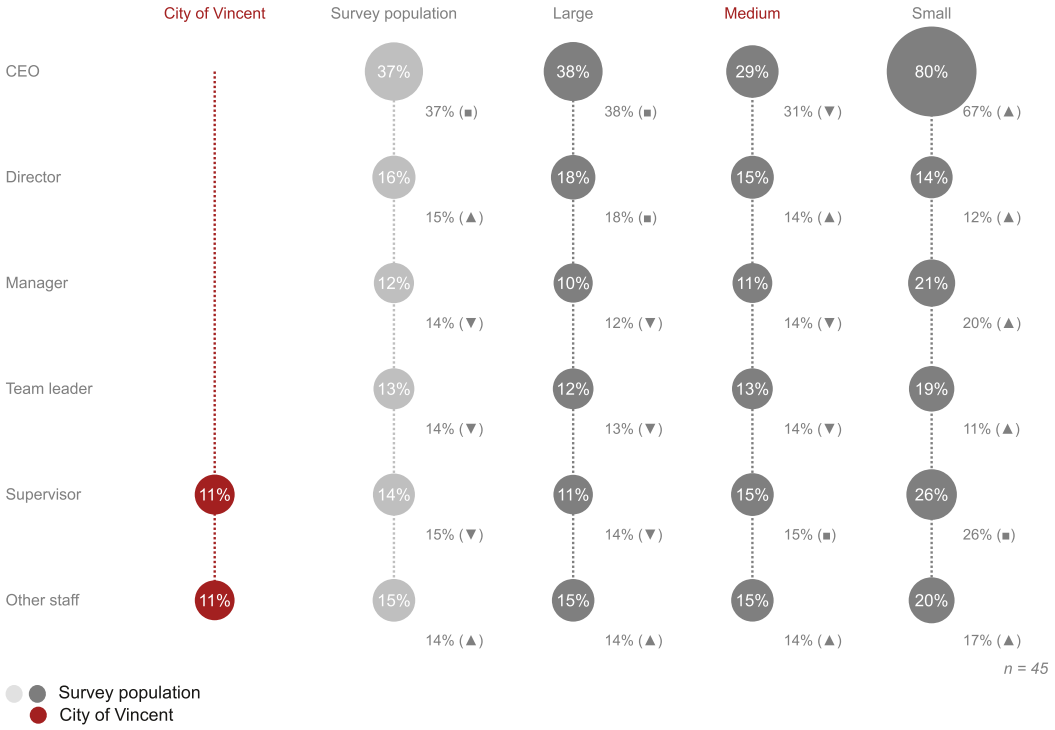
Considerations for CEO succession planning

With a greater proportion of upcoming potential retirements at the CEO level, we share some key characteristics of successful planning for a smooth CEO transition.[32]

- **Determine who owns the succession planning process.** Does the council need to establish a special committee? As a minimum there should be clearly defined roles and responsibilities in place.
- **Have a detailed and documented plan.** It should include items such as capability requirements for the next CEO, short- and long-term goals, and a timeline for each step of the process (such as interviewing candidates, appointment of new CEO and subsequent announcement), and a determined frequency of review.
- **Include a well-defined emergency succession plan.** In the possible event of a sudden CEO departure, has the council identified strong interim candidates who are able to step in quickly to minimise business disruption? These candidates can spend time with the current CEO to start developing the necessary skills to take on the role if an emergency scenario occurs.

We encourage councils to log into Data Kit and use the Council Comparative Analysis Tool (CCAT) to further analyse potential staff retirements in the next 10 years across comparative groups of councils.

Figure 1.43: Potential retirements in five years (by June 2027)



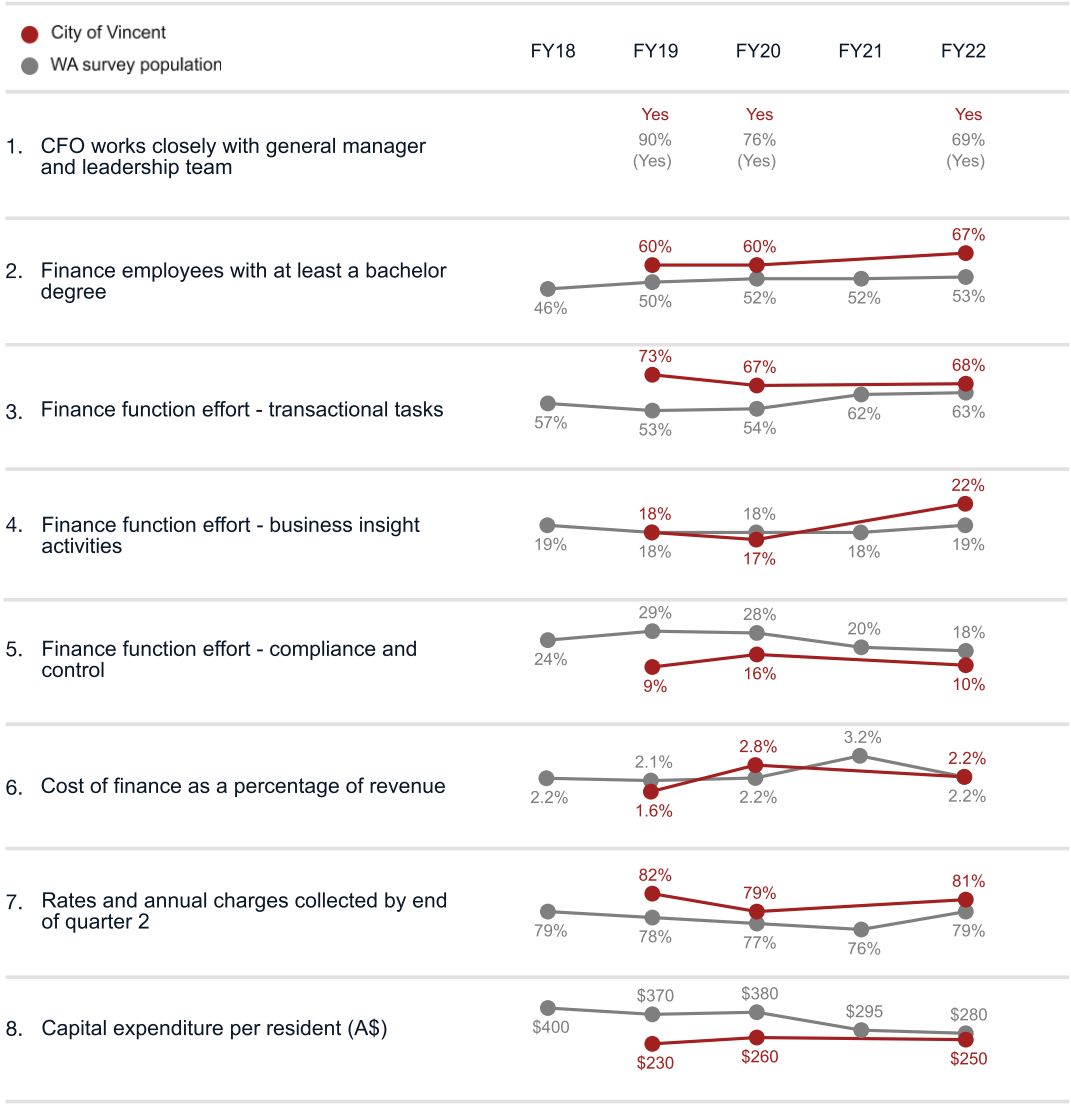
[32] PwC, 2021, 'How the best boards approach CEO succession planning'


Finance
Workforce
Finance
Operations
Service Delivery
2%
median cost of finance as a percentage of revenue
24%
of councils report frequent use of cloud based data wrangling tools
40%
of councils processed no more than 500 manual journals during the year

Finance

Finance Trend Summary

City of Vincent



Finance

Is your finance function viewed as a business partner?

CFOs need to seize the opportunity for change

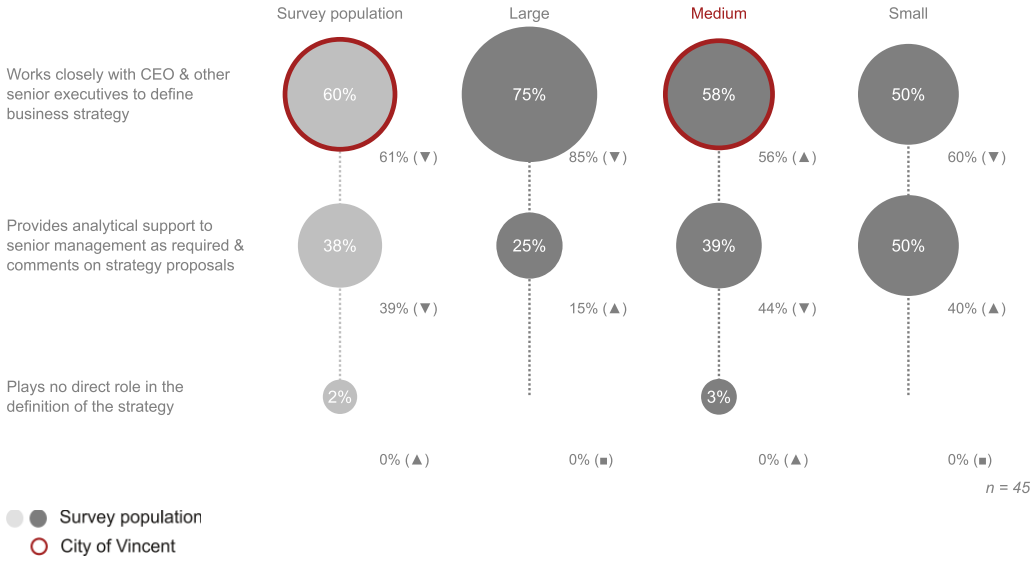
More than ever before, the CFO role is presenting itself as a keystone in the leadership team as organisations look to their CFOs to provide insights not only into the financial aspects of the business, but also the operational elements. Today's CFOs need to provide financial leadership, aligning the business and the finance strategy while working across the whole organisation to ensure decisions made today are fit for the future.[33]

In Figure 2.1, we note that the overall results remain fairly stable year on year. However, when analysing the results by council size we observe a general decline in the number of councils where the CFO is closely involved in defining the strategy of the council. This appears to be counterbalanced by increased CFO involvement in providing analytical support to senior management, highlighting the importance of the finance function and their potential to generate significant business insights for the benefit of council leadership teams.

On the following pages we explore how councils are interacting with their finance teams and whether they are capitalising on the opportunities for staff to be upskilled and/or focusing on generating business insights.

"The modern day CFO isn't just a CFO, they are the influential leaders in their organisation doing more with less; making data-driven decisions to help their businesses succeed in a digital world."[34]

Figure 2.1: What role does the CFO play in the development of the council's business strategy?



[33] PwC, 2022, 'Shaping CFOs and their finance teams for tomorrow'

[34] Ibid

How are you creating real time insights?

Opportunities for finance teams to generate business insights

Across participating councils, over the past four years we have observed finance teams spending a greater proportion of time on transactional efficiency (65% in FY22, a steady increase from 57% in FY19 (the lowest result in the program's history). This appears to be occurring primarily at the expense of time that was previously spent on generating business insights, which has seen a 5% decline over the same four-year period (18% in FY22).

When compared to the top performing finance functions as identified in the PwC 2021 Finance Effectiveness Benchmark Study, which highlighted that nearly three-quarters (73%) of their time is dedicated to data analysis and business insights[35], it is clear that councils have a great opportunity to reimagine their finance function and attract or retain high performing individuals.

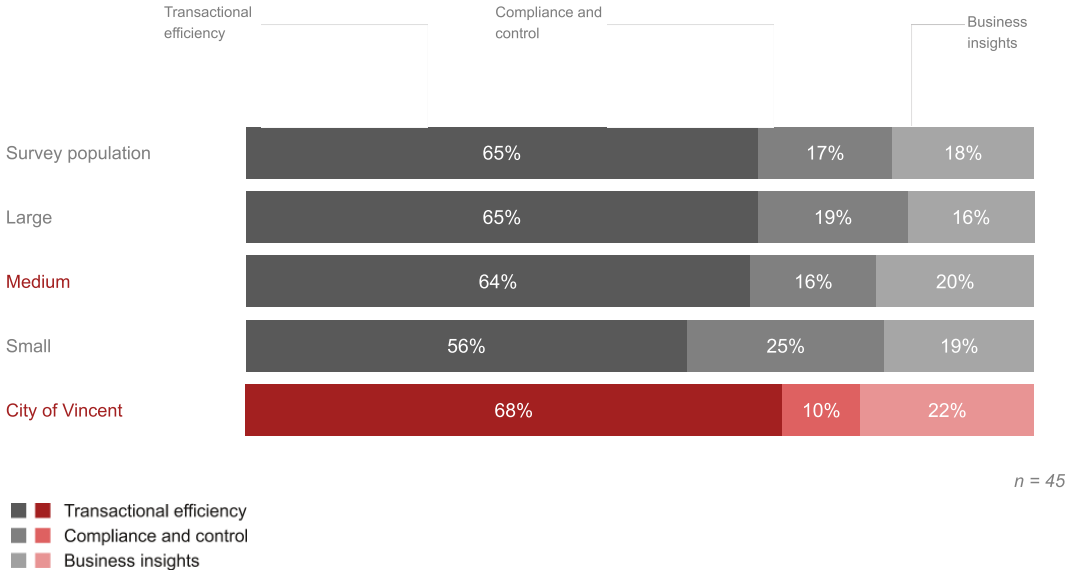
In response, leadership teams should seek to support their CFOs in developing and delivering a plan to upskilling and reskilling their finance staff. A research paper released by RMIT Online titled 'Ready, Set, Upskill' found that working professionals are increasingly conscious of the need to enhance their digital skills, with one-third of workers saying they needed new skills for a post-COVID world and a quarter of workers feeling as though they didn't have all the skills they required for their jobs.[36] Additionally, the paper also noted that workers are eager to embrace upskilling opportunities and professional development, but half the respondents said their employer does not provide training, and only about a fifth said they have access to training subsidies.[37] Overleaf we look at the educational background of councils' finance teams and discuss finance transformation in more detail.

Business insight relates to effective ways of working so that finance can guide the business to enable sustainable business growth, and provide relevant and timely performance management information.

How can councils upskill and reskill their finance function?

- **On-the-job learning:** Rotational apprenticeship programs and shadow opportunities give people the opportunity to demonstrate underused skills and offer hands-on experience in technical and analytical skills. Integrating finance more deeply into the business can bring insights that result in improved reporting design and impactful storytelling.
- **Redeploy:** Recognise that not everyone is going to be able to make the shift from a data analyst to a strategic advisor, nor should they be expected to. For those employees who aren't suited for the change, help them find new roles where their skills are a better fit, making space for new team members who can challenge the status quo.[38]

Figure 2.2: Finance function effort by process



[35] PwC 2021 Finance Effectiveness Benchmark Study

[36] PwC, 2022, 'Your finance transformation can flourish when you prioritise people's growth'

[37] Ibid

[38] PwC, 2021, 'More than tech: Why finance transformations should start with people first'

Finance

Finance partnering with the business

Recognise existing skills and future-proof your finance team

This year we observed a slight dip in the academic qualifications of staff across participating councils, with 44% of finance employees having at least a bachelor's degree (down from 47% in FY21), and 23% having a postgraduate qualification (down from 26% in FY21). Small councils employ the lowest proportion of highly-educated finance staff, with 24% of staff holding at least a bachelor's degree, similar to rural councils (30%).

However, this is only the beginning of the picture, as councils should seek to invest in their employees through regular on-the-job training and upskilling. Therefore we encourage councils to analyse this data in conjunction with Figure 1.23 in the 'Talent strategy' section in the Workforce chapter, as well as Figure 2.8 in the 'Digital transformation' section in this chapter to better understand the current and potential skill set of their finance teams.

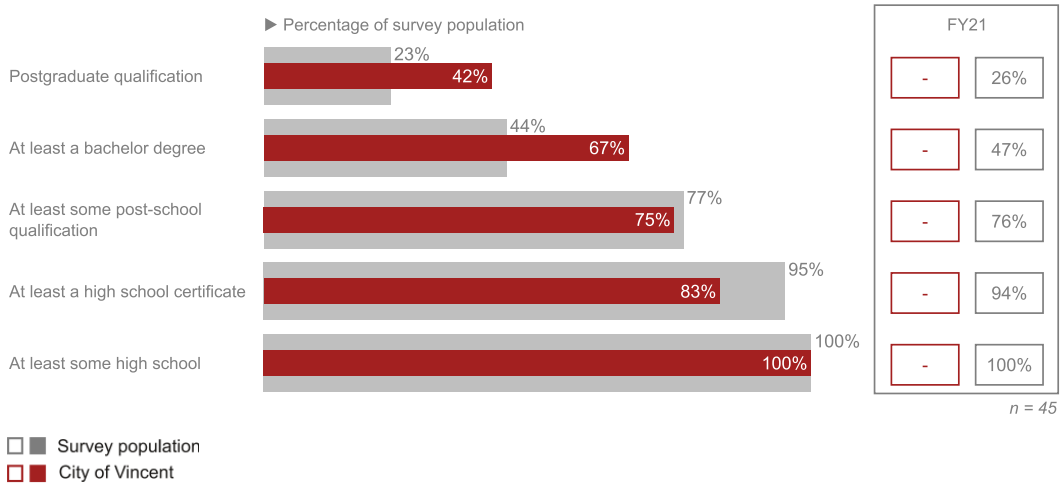
"When leaders plan to start on their journey to transform their finance functions, much attention is placed on processes and performance. These two elements are important to the way finance contributes to strategy, innovation and productivity, but an equally important element is people."[39]

Invest in your finance function by investing in your people[40]

In a recent ***Future of the Profession*** webcast (presented as a collaboration between PwC and the Group of 100, Australia's peak body for CFOs and senior finance executives) that focused on 'emerging skills and upskilling' for finance teams, it was identified that finance leaders are utilising a number of methods to drive change, including:

- Having a clear picture of the skills and capabilities the finance team will require in future and then mapping a learning program to meet those needs;
- Building targeted training outcomes into the KPIs of leaders and team members;
- Encouraging peers to share knowledge, ideas and experiences (e.g. coaching and mentoring);
- Rewarding people's learning by celebrating personal achievements (e.g. certifications) and factoring this into decisions around promotions/career progression; and
- Role modelling the commitment to learning and development that leaders expect from their people (e.g. finance leaders sharing details – and learnings – of their own professional development activities).

Figure 2.3: Finance employee qualifications (cumulative)



[39] PwC, 2022, 'Your finance transformation can flourish when you prioritise people's growth'

[40] Ibid

Does your finance function deliver value for money?

Finance function cost

This year we observe the median cost of finance as a percentage of revenue at 2.1% (slightly down from 2.2% in FY21). When compared against the results of the PwC 2021 Finance Effectiveness Benchmarking Study, which found that global finance functions are costing a median of 0.9% (finance cost as a percentage of revenue)[41], it is clear that councils have a significantly higher investment in their finance function, compared to other industries/sectors.

The study also identified that approximately 50% of FTE time spent on management reporting tasks can benefit from automation.[42] Similar opportunities for automation were also identified for other high priority finance tasks such as payroll (22%), budgeting/forecasting (23%) and general accounting (29%).

Whilst large and medium-sized councils reported a decline in the cost of finance as a percentage of revenue, small councils saw their costs increase to 3.0%, up from 2.4% in FY21. Is this correlated to the higher percentage of overtime hours per FTE also reported by small councils (as noted in the Workforce chapter)? We encourage councils to investigate and cross-reference their data points to get to the root cause of their results.

As noted earlier in this chapter, with CFOs under increasing pressure to deliver more insights to senior management, finance teams need to be ready and available to dive into the data in a way that extends beyond traditional reporting outputs.

Across the following pages we assess whether finance teams have the ability to create capacity to take on such tasks.

Figure 2.4: Cost of finance as a percentage of revenue (council type)

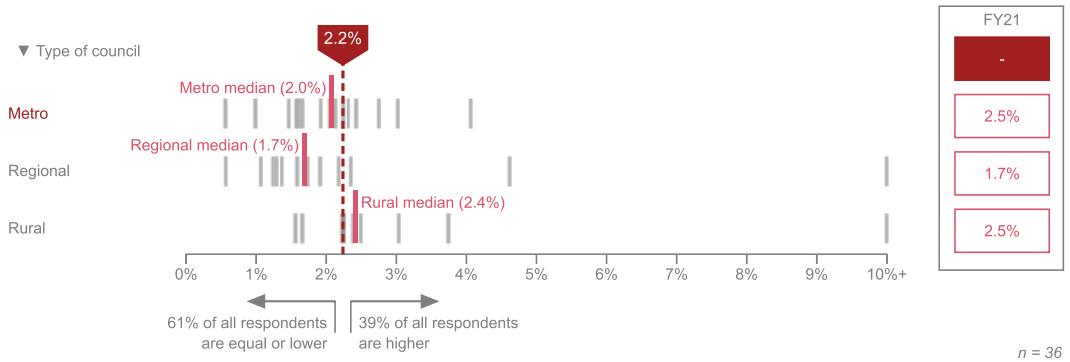
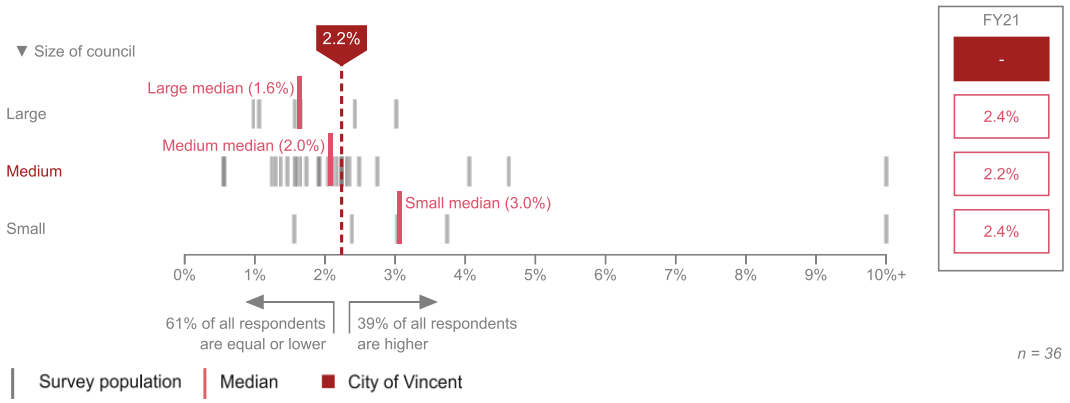


Figure 2.5: Cost of finance as a percentage of revenue (council size)



[41] PwC, 2021, Future of Finance Point of View, 'Today's CFO - shaping tomorrow, today'

[42] Ibid

Finance

How efficient is your finance function?

Days to report and manual journals

There are a variety of benefits to having an efficient finance function - it increases the likelihood of access to timely, insightful and accurate information (a crucial feature that contributes to management's decision-making processes), and it can also create capacity for staff to pursue learning opportunities and/or take on more challenging tasks that help them stretch towards the next level in their career.

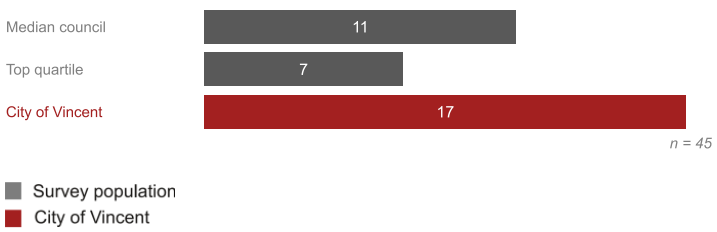
This year we find some slippage in the results, as the median council completes its close-to-report cycle within 11 days (compared to 10 days in FY21 and FY20), and councils in the top quartile of the survey results are delivering results to senior management within 7 days, one day slower than the prior year.

At the opposite end, councils in the bottom quartile reported delivering their financial results in 17 days (compared to 15 days in FY21). A prolonged reporting cycle can be a key indicator of inefficiencies in the reporting process, and in turn may limit the finance team's capacity to pursue the delivery of valuable business insights.

Despite this, we have seen an overall improvement in the volume of manual journals being processed, with 40% of participating councils handling less than 500 manual journals during FY22, a noticeable improvement from 28% of councils in FY21. This metric provides an insight into a council's potential for process improvement, and with just under a quarter (23%) of councils continuing to prepare more than 1,500 manual journals, there is still plenty of room for further finance function optimisation.

For the councils operating with a higher volume of manual journals, we encourage leadership to engage in deep listening sessions with their teams to understand the root causes of such manual tasks. Are there recurring entries that can be automated? Is there a bottleneck in the overall business process that is unnecessarily driving the need for manual entry? Enabling greater operational efficiency will allow councils to redeploy finance resources to more value-adding tasks and contribute to a more robust control environment.

Figure 2.6: Days to close and report

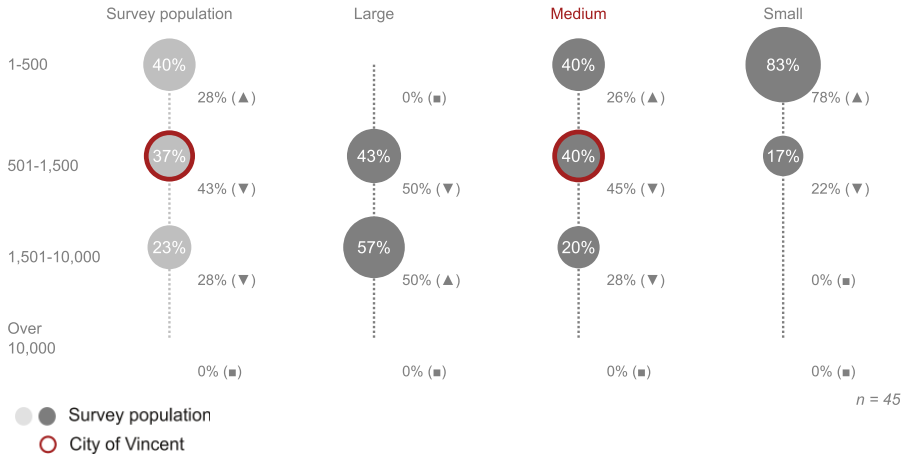


How can you reimagine the finance function?

Empower your people: Encourage employees in core roles like financial analyst and accounting manager to stretch their problem-solving skills - challenge them to identify business pain points and learn to create automations that can improve their own cycle times.

Make it easier for people to be productive: Use workflow automation tools, digital social hubs, and chat tools to modernise the workplace and create efficiencies.[43]

Figure 2.7: What was the total number of manual journals processed in the year ending 30 June 2022?



[43] PwC, 2021, 'More than tech: Why finance transformations should start with people first'

How does technology support the finance team?

Is your finance team embracing digital transformation?

Continuing our analysis of operational efficiency, Figure 2.8 looks at the present state of finance teams and how they have embraced process automation through the use of digital tools. This year we see a slight shift away from the frequent use of **manual data wrangling** (71% of councils, down from 76% in FY21) as nearly a quarter of participating councils report the frequent use of **cloud-based data wrangling** (24%, up from 21% in FY21).

It is pleasing to see that more councils are embracing the power of visual storytelling, as we observe an increase in the frequent or somewhat frequent use of **data visualisation** tools (42%, up from 38% in FY21), driven by an increased uptake across large and medium-sized councils. When used correctly, the application of data visualisation techniques (such as charts and infographics) can be a powerful means of communication for teams to convey a data-driven story to an audience who may not be familiar with the detailed data (for example, senior management).

Conversely, this year we see a decline in the use of data transformation and blending tools, with only 36% of councils reporting frequent or somewhat frequent use (compared to 44% in FY21). However with increasing demands on CFOs to provide business insights, we may see an uptick in activity in the future. Overleaf we take a glimpse into the future and look at councils' plans for technology adoption across the next two years.

Is your finance function appropriately upskilled for successful finance transformation?[44]

Not only is there a shortage of finance professionals in Australia, but the requisite skill set for finance professionals is changing. In an additional insight from the aforementioned ***Future of the Profession*** webcast (see page 41) that focused on 'emerging skills and upskilling' for finance teams, the CEO of RMIT Online (Helen Souness) discussed her organisation's analysis of three years of job adverts for finance professionals.

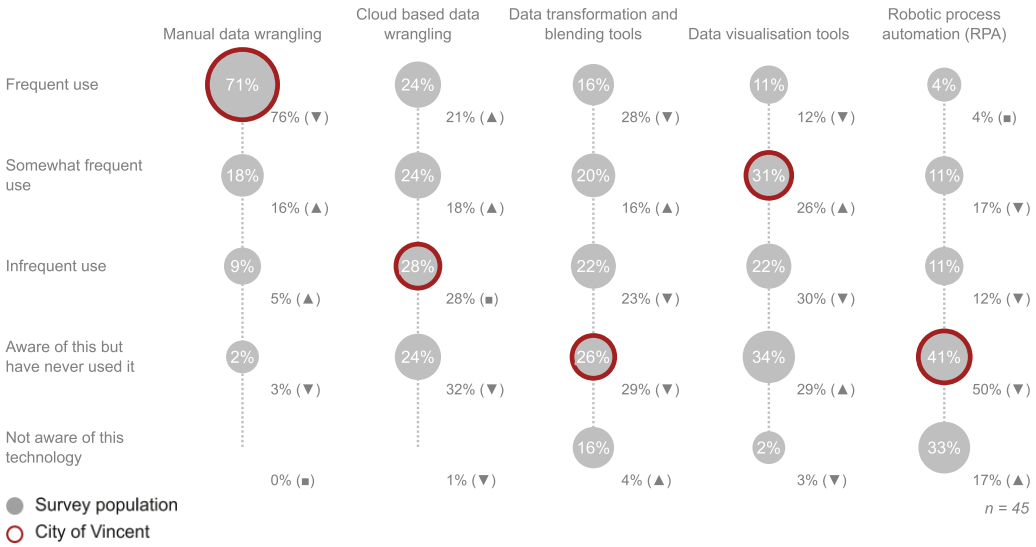
It was noted that while some requirements remain the same, employers are increasingly on the lookout for a new range of technical and digital skills, such as:

- Fluency in programming using SQL, Python, Dart, etc;
- Data visualisation on platforms, e.g. Tableau;
- Understanding blockchain and its potential applications;
- Risk management techniques; and
- Sophisticated problem solving skills.

The breadth of skills listed above indicates that finance professionals are expected to be performing real time analysis and interpretation of large data sets as well as reporting on historical information.

Data wrangling is the process of transforming data from its original "raw" form into a more digestible format and organising sets from various sources into a singular coherent whole for further processing and analytics. **Manual** data wrangling involves software such as MS Excel, whilst **cloud-based** methods involve real-time collaborative methods such as Excel 365 and Google Sheets.

Figure 2.8: Finance function current maturity - use of technology and tools during FY22



[44] PwC, 2022, 'Your finance transformation can flourish when you prioritise people's growth'

Finance

How does technology support the finance team?

Is your finance team embracing digital transformation? (continued)

When it comes to the future or desired state of finance maturity, councils remain optimistic for rapid digital transformation in the short-term. Our survey results highlight that over the next two years, councils aspire to reduce their reliance on manual data wrangling (45% of councils plan to manually prepare and process data on a frequent basis, compared to 71% currently doing so) and increase the adoption of cloud-based data wrangling into their daily operations (43% of councils intend to use frequently, compared to current uptake of 24% of councils).

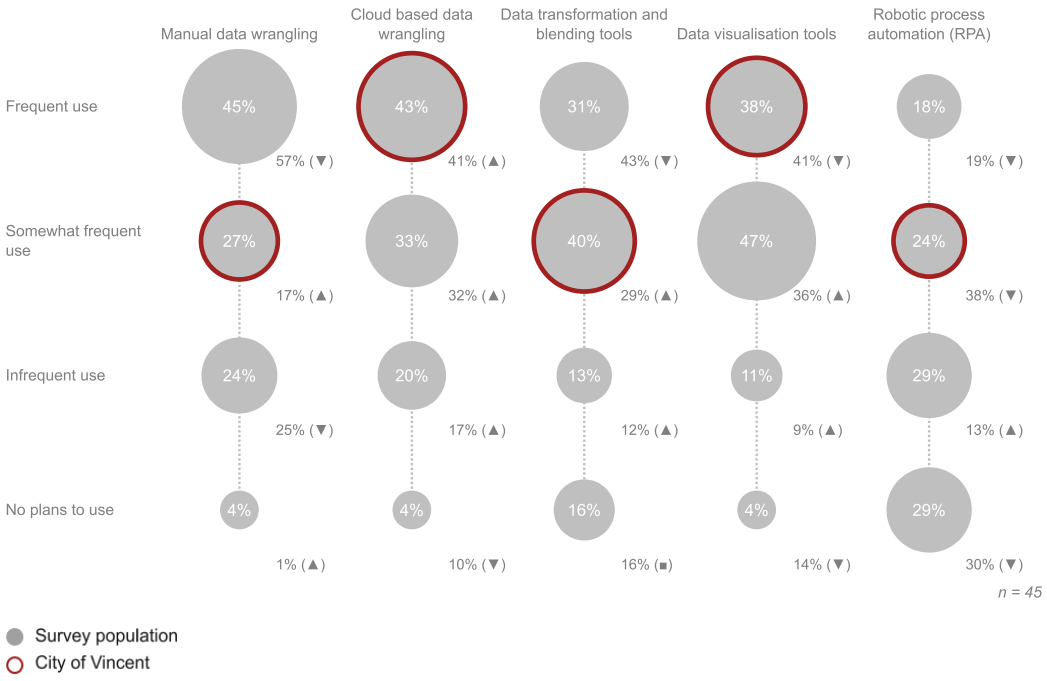
Additionally, 38% of councils plan to use data visualisation tools on a frequent basis in the next two years, an increase from 11% currently doing so, and 31% of councils are planning to achieve frequent usage of data transformation and blending tools in the two next years, compared 16% of councils at present. This is promising for teams as they have the potential to save hours each month by eliminating the repetitive nature of manually manipulating and preparing data for monthly management reports.

Councils' plans to transform their finance function will require careful consideration - not only in selecting the technologies to adopt, but also an assessment of the finance team's existing skill sets and personal career aspirations. All of these inputs would ideally feed into a roadmap of staff training timelines and scheduled IT updates, which in turn aligns to the council's overall business and IT strategy to ensure a cohesive plan for all teams involved.

We encourage councils to log in to Data Kit to further analyse these results at a filtered survey population level, using the available chart filters in the Council Comparative Analysis Tool (CCAT). In particular, councils that subscribe to the Council Comparative Window (CCW) may be able to identify peer councils that have similar aspirations and share learnings or experiences for one another's benefit.

"When driving finance transformation, the business case for investing in learning and development really stacks up. Finance leaders who do invest will be more likely to retain their best people. And, when they're seeking fresh talent, leaders will have a compelling employer value proposition to offer. In short: your organisation (and your people) will be better for it."[45]

Figure 2.9: Finance function future maturity - plans to use technology or tools in the next two years



[45] PwC, 2022, 'Your finance transformation can flourish when you prioritise people's growth'

Source of income

Revenue profile

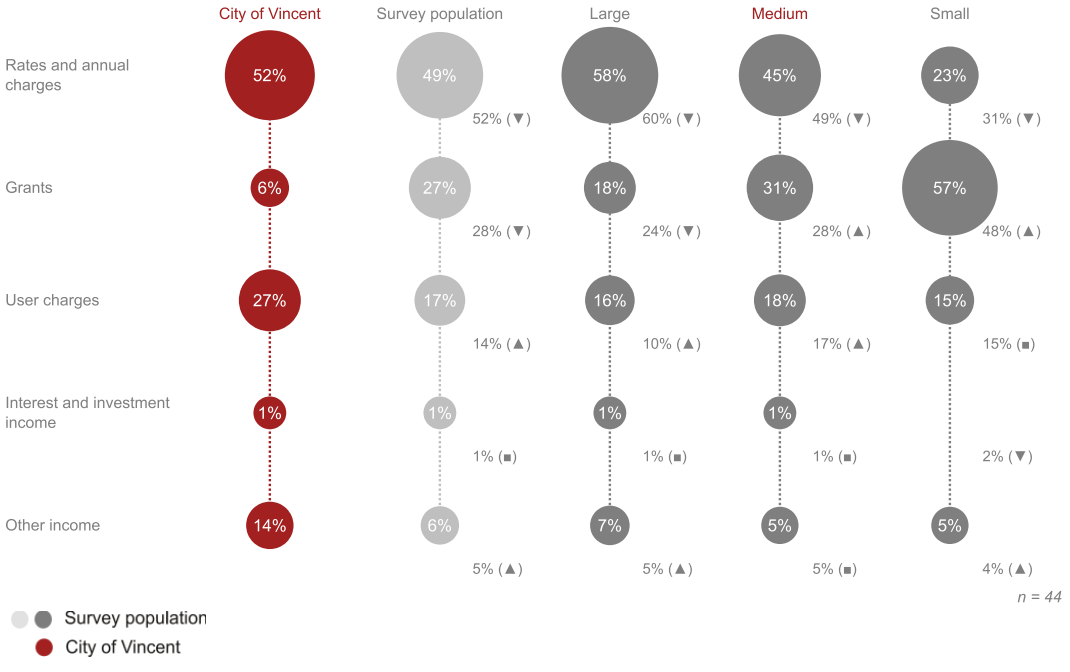
In line with historical trends, **rates & annual charges** and **grants** comprise approximately three-quarters of income for all councils, in varying ratios depending on geography (for example, metro councils earn more from rates & annual charges whereas rural councils earn more from grants).

How does your council manage its revenue profile?

- Is the overall revenue profile given continuous attention and management?
- Does the council ensure that income is diversified to protect for any adverse shocks?
- Does management actively look for new revenue opportunities? Are they supported with the right skills and resources to assist with identifying new opportunities?
- Are contingency plans in place to protect the council from any short-term/ emergency funding shortages?



Figure 2.10: FY22 revenue profile



Finance

Optimising working capital

Collection of rates and annual charges

Figure 2.11 shows the cumulative collection of your council's rates and annual charges compared to the survey population, and Figure 2.12 displays the distribution cash collections by quarter during FY22. This metric has remained fairly consistent year on year, with an overall 63% of rates being collected by the end of the second quarter, compared to 61% in the prior year.

Metro councils tend to front-load their cash collection more than the others, with 68% of rates collected by the end of quarter two, compared to regional councils (58%) and rural councils (57%).

The infographic (next to Figure 2.11, below) shows the dollar-value equivalent of 1% of rates and annual charges collected. Councils can use this to determine how far ahead or behind they may be from quarter to quarter.

The importance of working capital

Working capital is a measure of liquidity, operational efficiency and short-term financial health.

Councils can better manage and allocate their cash flow and working capital through efficient collection of council rates and annual charges, employing methods such as:

- Offering early payment incentives;
- Imposing late fees for overdue payments; and
- Charging a small interest and/or an instalment fee if ratepayers choose to pay in instalments.

Minimising barriers to and facilitating easy payment options for residents, as well as automating financial processes, can help optimise labour-intensive finance processes and improve the relationship between councils, ratepayers and suppliers.

Figure 2.11: Cumulative collection of rates and annual charges

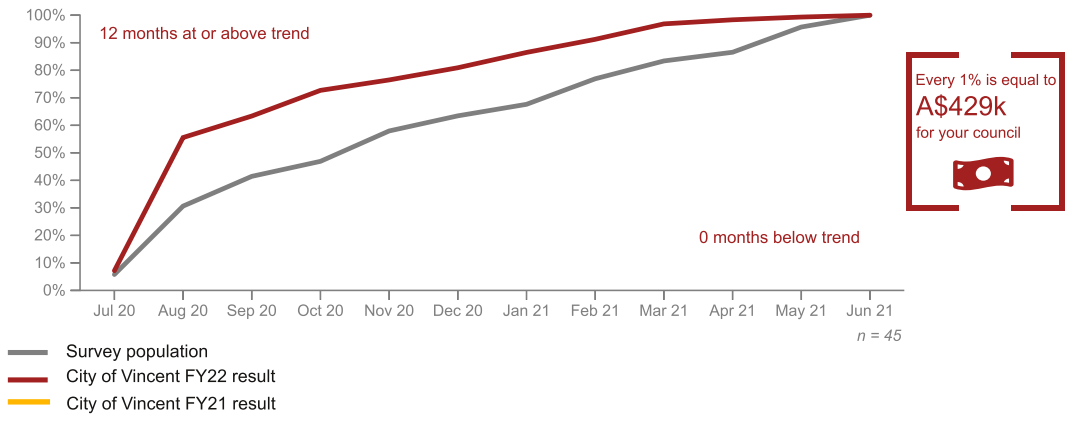
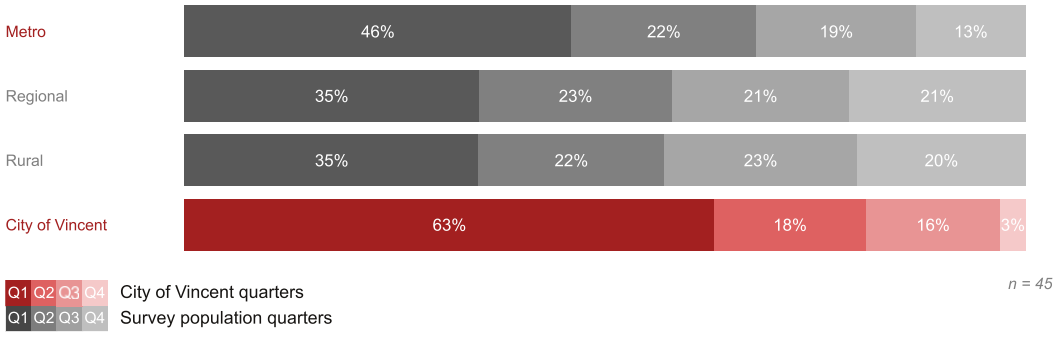


Figure 2.12: FY22 quarterly collection of rates and annual charges



Tracking and managing capital projects

Capital project expenditure

The effective management of capital expenditure (capex) is particularly important due to the asset-intensive nature of local government services, as well as the limited capacity of councils' operating budgets to absorb variations in the financial outcomes of capital projects.

However we also acknowledge the challenging nature of managing capex spend, due to the inherent volatility in spending each year as councils undertake a variety of significant capital works according to predetermined plans or responding to unexpected events/ emergencies which can adversely affect budgets and timelines. This was apparent in the results as 94% of participating councils reported that their actual capital expenditure exceeded their budgeted expenditure for the year.

Consistent with historical trends, we see that rural councils have a much higher median capex spend per capita at $1,910 per resident (up from A$1,650 in the prior year) compared to their counterparts. This is in part a reflection of the lower density population of rural councils compared to their regional and metro peers, which does not proportionally reduce the substantial costs associated with construction and maintenance of public infrastructure. It should also be noted that grants are often provided to facilitate these capital works, as reflected in the rural councils' funding mix where grants make up a relatively larger portion of overall revenue (45%).

Figure 2.13: Total capital expenditure (A$) per resident (council type)

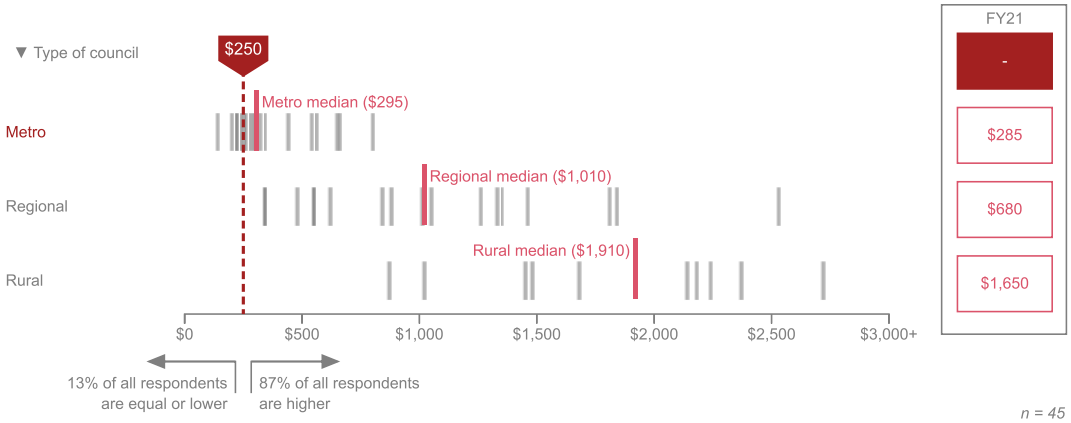
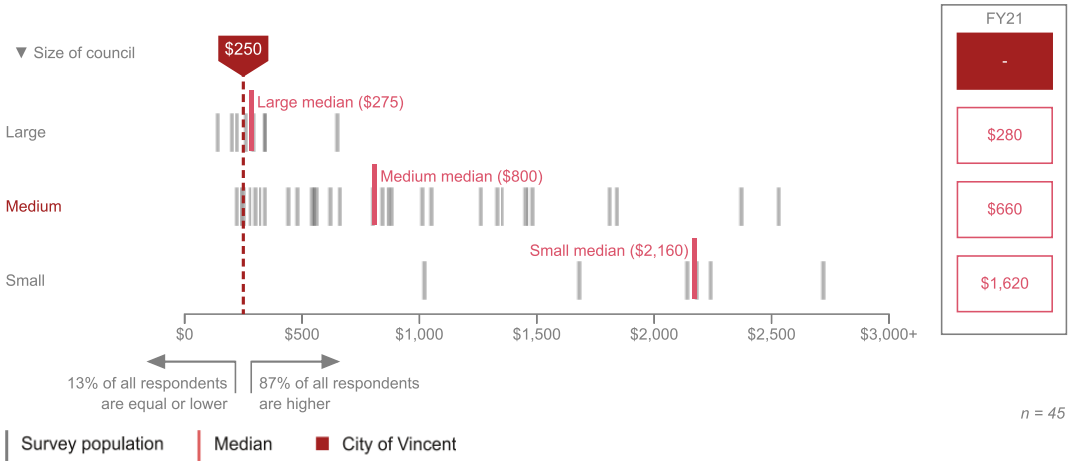
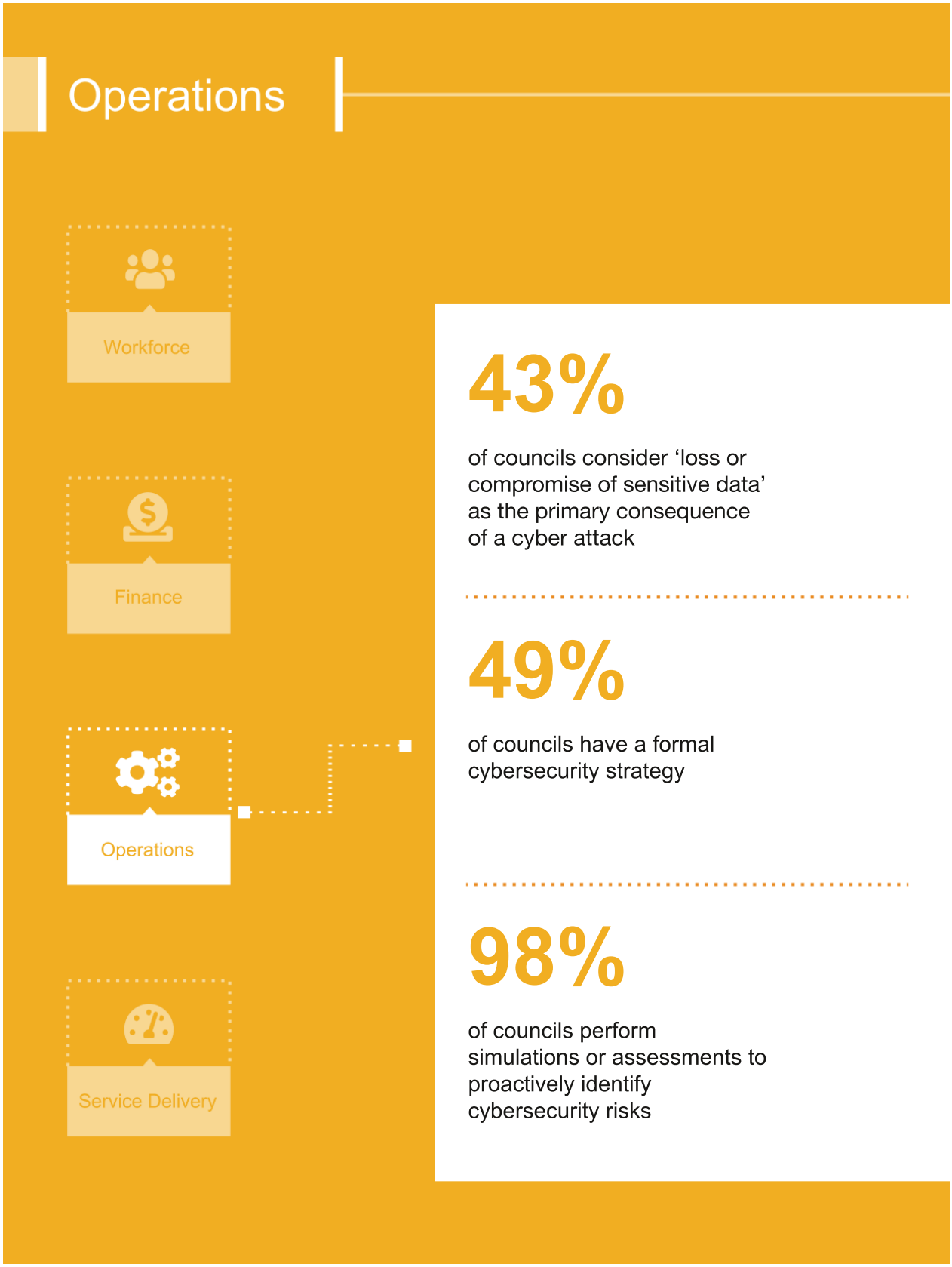


Figure 2.14: Total capital expenditure (A$) per resident (council size)




Operations
Workforce
Finance
Operations
Service Delivery
43%
of councils consider ‘loss or compromise of sensitive data’ as the primary consequence of a cyber attack
49%
of councils have a formal cybersecurity strategy
98%
of councils perform simulations or assessments to proactively identify cybersecurity risks

Operations

Operations Trend Summary

City of Vincent

	City of Vincent / WA survey population	FY18	FY19	FY20	FY21	FY22
1.	Corporate service staff per 100 employees	13.4 / 17.7	13.4 / 12.7	12.5 / 12.0		11.6 / 12.3
2.	Finance staff per 100 employees	4.2 / 2.7	4.0 / 4.0	4.2 / 4.1		3.9 / 4.4
3.	Customer service staff per 100 employees	3.7 / 9.6	4.0 / 4.0	3.1 / 2.6		2.5 / 2.9
4.	HR staff per 100 employees	2.3 / 3.1	2.5 / 2.9	2.4 / 2.4		2.8 / 3.3
5.	IT staff per 100 employees	3.3 / 2.9	2.3 / 3.0	1.5 / 2.9		1.5 / 2.8
6.	Formal IT stategy in place		Formal 76% (Formal)	Formal 81% (Formal)		Formal 62% (Formal)
7.	Effectiveness of IT systems		Inadequate 14% (Inadequate)	Adequate 66% (Adequate)		Adequate 62% (Adequate)
8.	IT spend per employee (A$)	$8,154 / $5,233	$7,608	$5,078 / $9,527	$9,948	$7,483 / $11,047
9.	Cyber security incident response plan in place		No 48% (No)	No 38% (No)		Yes 62% (Yes)
10.	Customer service FTE per 10,000 residents	1.3 / 7.3	1.4	1.3 / 2.6	1.0	1.3 / 1.9

Operations

Fostering productive corporate service functions

Corporate services

The corporate services function is the beating heart of the council, as its collective responsibilities are crucial in ensuring the smooth running of the day-to-day business operations, which have a flow-on effect to the outer limbs of the council's community services. A key focus is to provide business critical information and insights to cultivate efficient business processes, along with maintaining integrity and efficiency in line with organisational objectives.

Our analysis focuses on insourced corporate services, with an emphasis on Customer Service, Finance, Human Resources (HR) and Information Technology (IT). If your council outsources either some or all of these four corporate service areas, your results may not be comparable to other councils that predominantly insource these functions.

This year's results indicate that large councils have a relatively even distribution of staff across the four functions noted above, whilst medium and small councils have a higher concentration of staff in the Finance function (34% and 41% respectively). Small councils also have the smallest proportion of their corporate services staff in HR and IT (both 16%).

As part of our analysis, we also assess the efficiency of the staffing model in corporate services by reviewing the number full-time equivalents (FTEs) per $10m of total operating expenses. The economic, geographic, and demographic factors faced by large councils appear to provide the opportunity for efficiencies, operating with 3.8 corporate service FTE per $10m of total operating expenses, compared to 4.3 and 5.3 FTE in medium and small councils respectively. Combined, the four corporate services represent 7% of total council operating expenses, a declining figure from recent years (9% in FY21 and 10% in FY22).

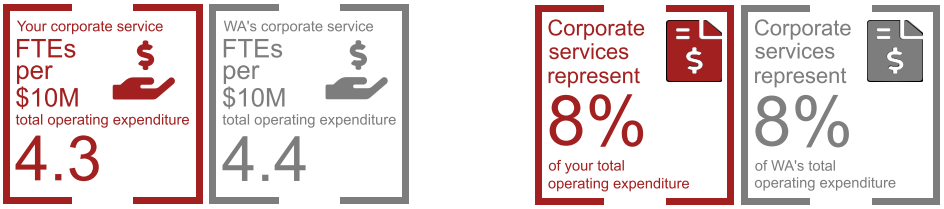
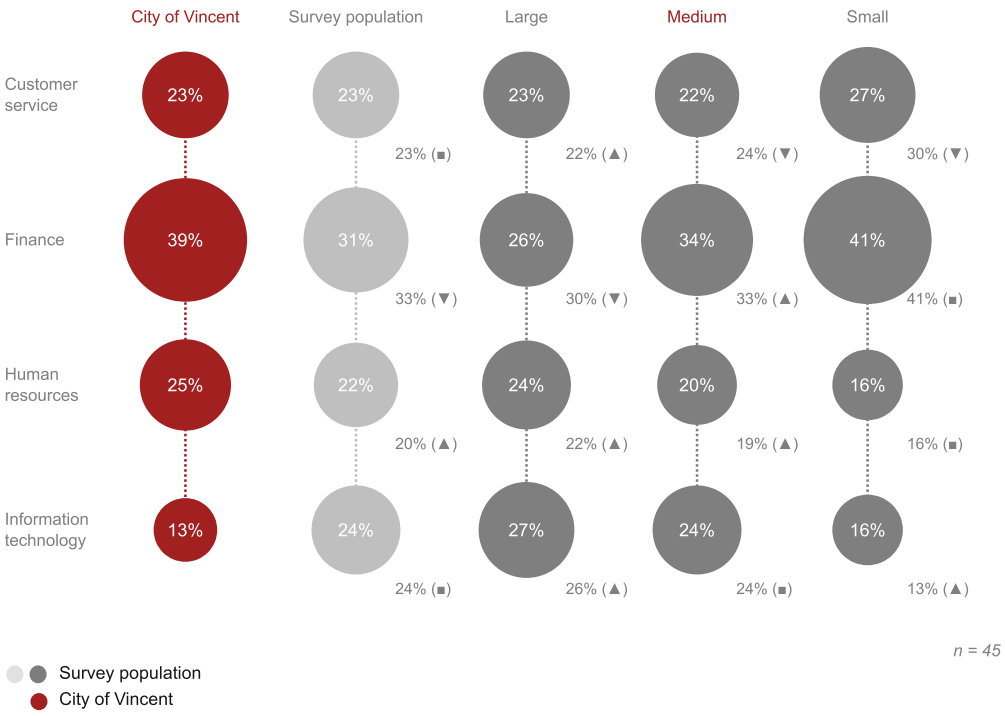


Figure 3.1: Breakdown of corporate service full-time equivalents



Fostering productive corporate service functions

Corporate services (continued)

Across the participating councils, we have seen a slight reduction in headcount per 100 employees across each of the four corporate services functions, with Finance leading the downwards shift with a 0.4 FTE reduction of staff per 100 employees to 3.9 in FY22 (compared to 4.3 in FY21).

This decrease in Finance staff per 100 employees was most prevalent in small-sized councils, with a 0.6 FTE drop in average headcount (5.4 in FY22, down from 6.0 in FY21). This coincides with our observations regarding operational improvement within the finance team and finding ways to minimise time-consuming tasks. For instance, there was an overall reduction in the volume of manual journals processed (83% of small councils processed less than 500 journals in FY22, compared to 78% in FY21). Additionally, small councils reported a greater proportion of FTE effort on generating business insights (19% in FY22, up from 16% in FY21) which may have revealed further areas for efficiency gains.

We recommend reviewing the results in the Finance section of this report in tandem for a more holistic understanding of the finance function results.

When looking at the IT function, it was large councils that experienced the greatest headcount decline, at 3.1 FTE per 100 employees (down from 3.6 FTE in FY21). Perhaps this is representative of a more efficient IT function due to the operation of a formalised IT strategy, as a greater proportion of large councils reported the existence of a formal IT strategy this year (87% in FY22, up from 77% in FY21).

For more insights, refer to the second half of this section where we take a deeper dive into the IT function with a focus on cybersecurity.

Figure 3.2: Breakdown of corporate service staff per 100 employees





Operations

Customer service scorecard

Automating the customer experience

The pandemic has accelerated the digital transformation of many services, and the customer service function has been no exception. Vulnerable members of the community (and particularly those susceptible to illness) feel the need to maintain a more vigilant focus on their physical health and safety, and it is crucial for councils to consider the accessibility of their services as possible to ensure they cater to the broadest demographic. This also needs to include a plan to educate and drive awareness of the digital options available to individuals.

Councils also stand to gain from digitisation. With greater access to customer information, councils have the ability to use the data to reimagine and tailor the overall service experience for their community. This is further addressed in the key considerations box below.



How can councils rethink the digitisation of their customer service offerings?

An article by PwC's Government Matters[46] provides the following tips:

- **Put your data to work:** Applying advanced analytical techniques to existing customer data will allow councils to provide more targeted services to those who need it most, such as those who are homebound, disadvantaged or vulnerable.
- **'Humanise' the digital experience**: Online transactions shouldn't feel sterile. Instead, investing in the look and feel of the digital service offering and tailoring a customer service approach for specific community groups can help individuals feel further supported, creating a greater sense of inclusivity within the community.
- **Create a bridge to digital channels:** Some members of the community may have a limited digital literacy due to challenges such as being able to access or afford a quality internet connection. Therefore it is important that councils work to reduce these barriers to technology, by keeping traditional service channels open whilst ensuring staff are able to educate and support customers with transitioning to self-managed/digital solutions. The model adopted by ServiceNSW across its physical locations is a powerful example of this: customers enter a shopfront and are greeted by staff who are able to assist with navigating the online menu options on the self-service kiosks. This builds the customers' confidence in navigating the online self-service portal from the comfort of their own home for subsequent service requests.
- **Constantly evaluate and improve the service offering:** Having feedback loops as part of the process to continuously improve the data and the analysis of that data will allow councils to more easily identify and predict customer needs, which in turn can help shape long-term policies and drive more efficient and targeted service delivery to citizens.

[46] PwC, n.d., 'Making digital services 'human' to serve vulnerable Australians'

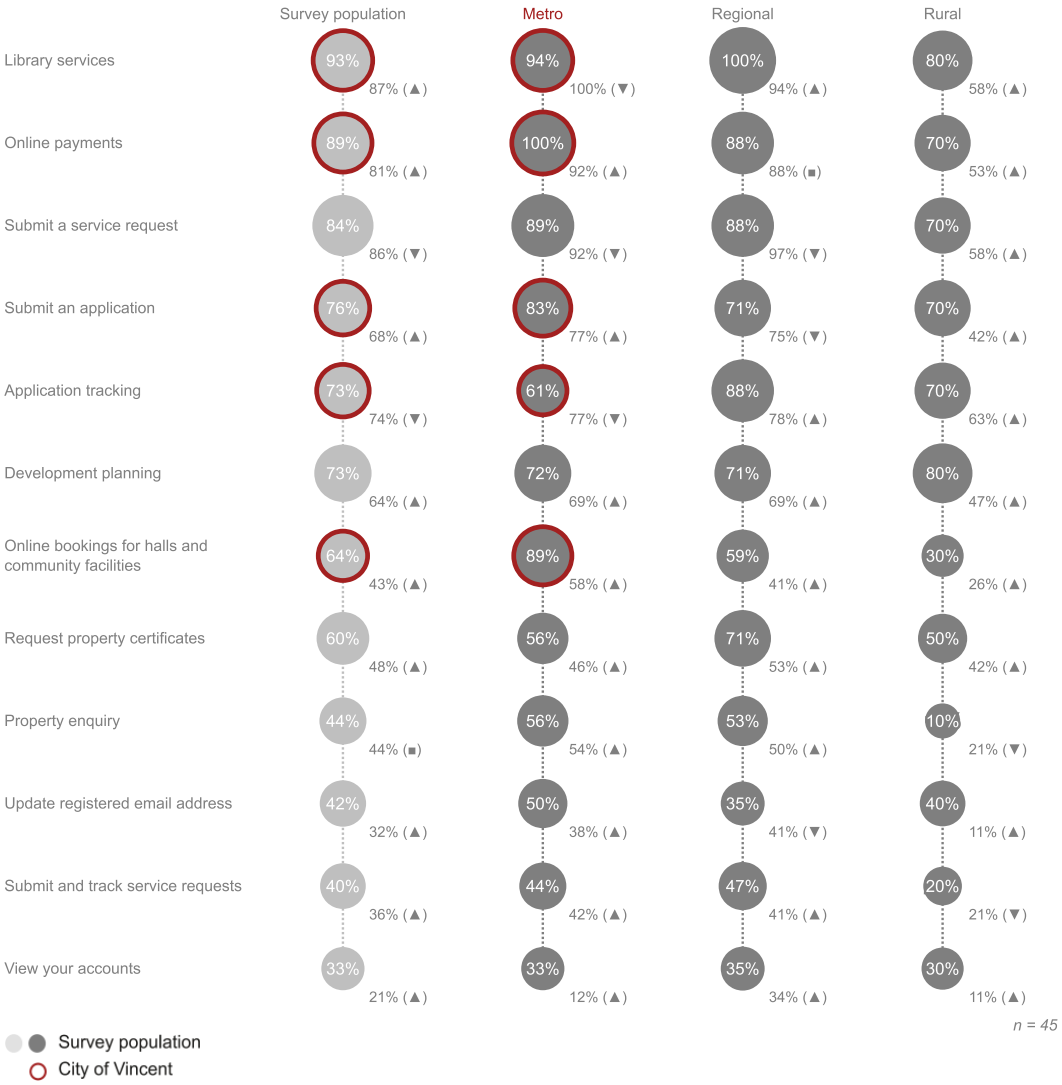
Customer service scorecard

Automating the customer experience (continued)

Councils are demonstrating their commitment to growing the breadth of their digital services, as indicated in Figure 3.3. Overall, the vast majority of service categories represented in our survey either saw an increase or remained relatively consistent in the percentage of councils offering self-service functionality.

More than half of participating councils now offer online bookings for halls and community facilities (64%, up from 43% in FY21) as well as the ability to request property certificates (60%, up from 48% in FY21). Rural councils in particular have also improved their online presence, with a significant increase in residents' ability to access development planning applications online (80%, up from 47% in FY21) as well as library services (80%, up from 58% in FY21).

Figure 3.3: Percentage of councils offering online customer self-service



Operations

Case study:
Open All Hours: transforming the community library experience through data

MidCoast Council, NSW

Background

MidCoast council was formed via the amalgamation of the former Great Lakes, Greater Taree and Gloucester Shire Councils in 2016. Since then, we have conducted two customer satisfaction surveys in 2018 and 2021. The survey schedule was based on the recommendations of the State Library of NSW and aligned with the planning cycle for Council's Development Plan/Operational Plan. In both surveys, the Harrington community expressed a desire for longer library opening hours.

From a pragmatic business perspective, the Harrington Branch was over serviced in both staff levels and opening hours, in relation to overall use. Despite active attempts by staff to engage with the community there was little change in patronage or loans. The lack of meaningful work negatively affected staff morale.

The motivation to change the service model was initially driven by the Harrington branch staff, with active support from the Library Manager and Customer Services Librarian. There were additional factors which allowed us to explore the viability of the Community Access model, namely:

- Staff retirement permitted a review of staffing needs;
- There was precedent from West Gippsland Libraries, who have established 24-hour access to their Foster Library branch;
- Council more broadly were updating security systems; and
- Active library members who are also editors of the local paper ('Tell Everybody') were in support of the proposed change.



Implementation

We began our discussions with the remaining staff members who were fully on board and keen to pursue the idea. The proposal was then "test driven" with the 'Tell Everybody' editors. In addition to being regular library users, as former business owners they acknowledged that the current model was over-resourced and uneconomic.

Following the initial staff discussions, our Community Engagement Team was briefed and they devised an engagement strategy which involved advertising through various channels - council/Library website & social media, Council advertising in local print media, "Advertorials" in 'Tell Everybody', and verbal promotion and 'up-sell' by library staff.

Following the engagement process, a group of community members formed a reference group to give feedback on the model during the trial period. It was the reference group who determined that the library access card system be programmed to allow card holders access at specific times, i.e. 1:00pm-5:00pm Monday to Friday and 8:00am-5:00pm weekends & public holidays. Council endorsed the 12-month trial period at the February 2021 full Council meeting.



TellEverybody

FREE An official publication of Harrington and Surrounds Business and Community Association August 2022 - Issue 497

New hands on deck

A popular appointment

Highway interchange is proceeding

Operations

Case study (continued):
Open All Hours: transforming the community library experience through data

MidCoast Council, NSW

Using data to enhance the Community Access model

Library usage data (loans, total visitations, visitations by day/time) is collected annually and can be extracted at more granular levels by location. In the case of Harrington Library, we have been collecting usage data since its inception in 2008 and the usage patterns over 14 years remained consistently low when compared to other branches of similar size. Our data analysis showed that Harrington Library was active prior to 2:00pm during the week, with little afternoon traffic and negligible activity on Saturday mornings.

Currently, the data shows that the library is used mostly prior to 1:00pm during the week, and weekend hours are under 1% of the total usage for April-October 2022, similarly concentrated in the 9:00am to 1:00pm band.

As the trial year of 2021-2022 included several months where community access was suspended due to COVID, the upcoming year (2022/2023) will be the first year of complete data that encompasses both staffed & unstaffed hours.



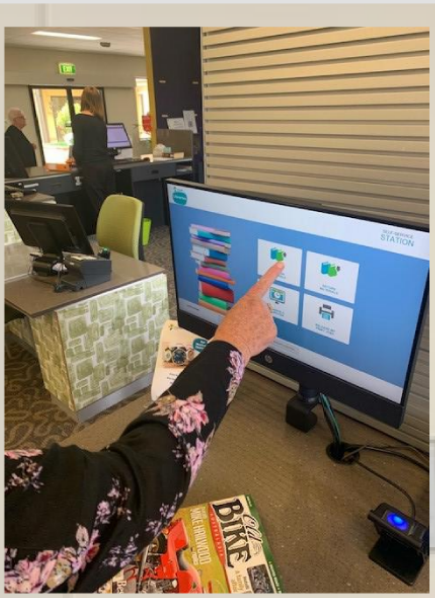
Reflections, outcomes and looking ahead

The three principal aims of the Community access model have been achieved:

- Staff are being used to their full potential and the workday is productive & satisfying - they are fully engaged and report increased 'busyness' compared to prior periods;
- Library members have access to additional library opening hours, including all weekend and public holidays. Library availability has risen from 35 hours per week to 58 hours, and over 300 community access cards have been issued, which is over 20% of branch members; and
- Community groups are benefitting from the increased library access, with regular after hours use by the Mahjong Club and Harrington Book Club.

The key to our success was the support of library staff. They are held in high regard by the community, and it was their enthusiasm for the project that allayed community fears about loss of staff jobs, having no help available for technology support and overall degradation services and facilities.

Other library services have shown interest in the model which is gratifying. We already are planning to refurbish the Tea Gardens Library in a similar fashion. For any other councils who may be inspired by our success, we encourage them to 'trust your community' and have the courage to 'try something new'.



Operations

Leading councils have an IT strategy

Importance of an IT strategy

As workplaces become increasingly digitised, we continue to observe the importance of technology in enabling employees to work remotely and communities to remain connected to councils. It is pleasing to see that nearly three-quarters of participating councils now have a formal IT strategy in operation.

An effective IT strategy should strike a balance between current business needs (i.e. supporting the day to day operations) and preparing for future developments (such as investments in new IT technologies/cloud services/cybersecurity).

Although our survey results indicate an increase in the proportion of councils reporting that they have effective systems in place with no concerns about their functionality (29%, up from 21% in FY21), this is countered by a slight decline in councils deeming their systems to be effective and a source of real business advantage (4%, down from 10% in FY21).

Having the right systems in place will allow staff to focus on using technology to enhance organisational efficiency, competitive advantage, and innovation, as well as strengthening the digital defence against potential cyber attacks. In the following pages we will look further into councils' progress in this space.

Figure 3.4: Does your council have a formal or draft IT strategy that aligns with the business strategy?

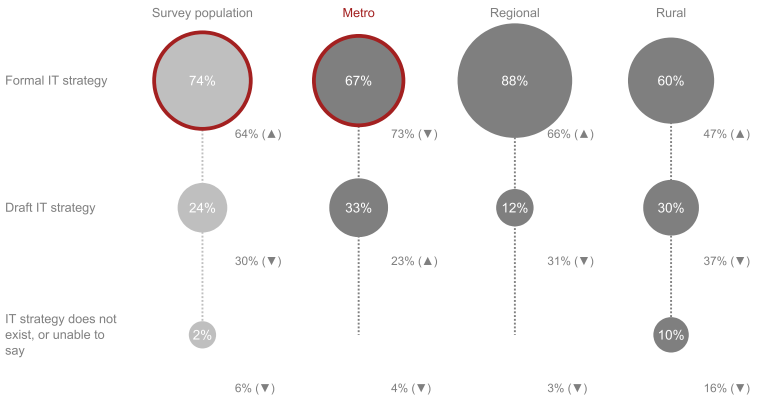
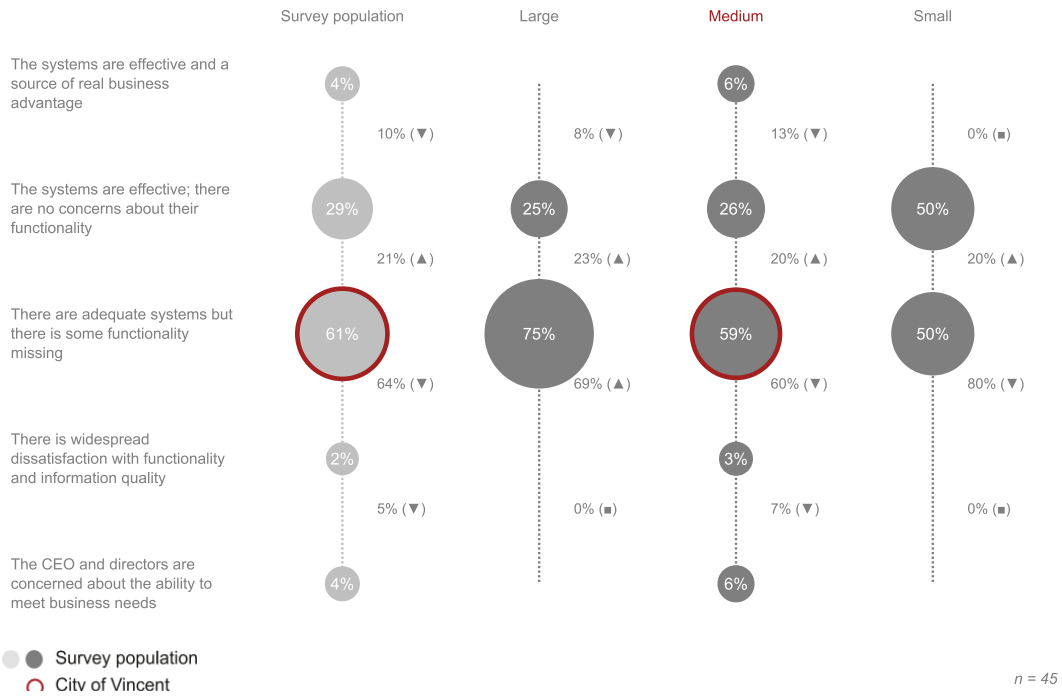


Figure 3.5: How effective are IT systems at supporting your business?



Investing in IT

IT spend

Although the workplace is becoming increasingly digitised, councils can expect to observe fluctuations in annual IT spend per employee as IT priorities, projects and investments can vary greatly depending on the council's circumstances in a given year.

Large councils continue to demonstrate a pattern of higher median spend, compared to medium and small councils where median spend declined year on year. However, what appears to be an overall plateau in spend may in fact be indicative of planned IT investment on the horizon. Figure 3.8 (overleaf) indicates that 'cybersecurity implementation' is by far the top IT priority for most councils (42% of councils ranked this as their top priority), signalling councils' intentions to continue investing in organisational cyber resilience.

This echoes the findings from the 2023 PwC Global Digital Trust Insights Survey, where it was noted that 60% of Australian organisations will increase their cyber budget in 2023, with 25% of those organisations planning to increase their cyber budget by 6-10%. Interestingly, just over a quarter (28%) of respondents in the survey indicated that their cyber budgets would remain unchanged.[47] Later in this chapter we delve further into the importance of cybersecurity for councils and related organisations.

Figure 3.6: IT spend (A$) per employee (council size)

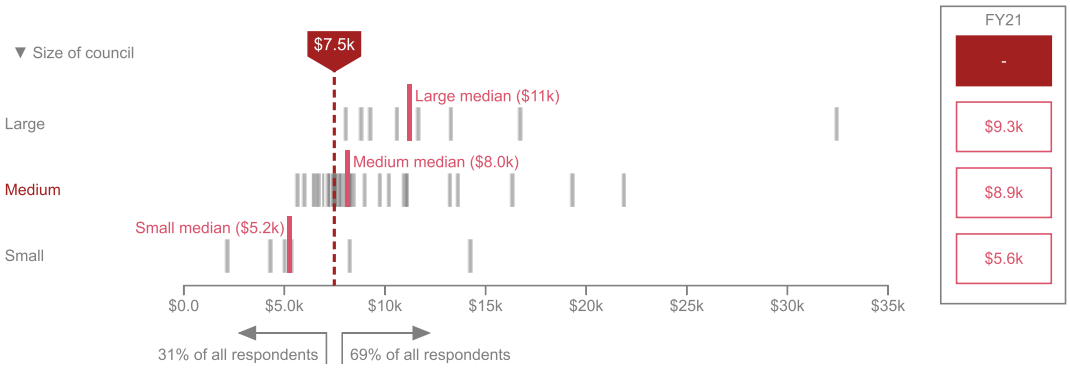
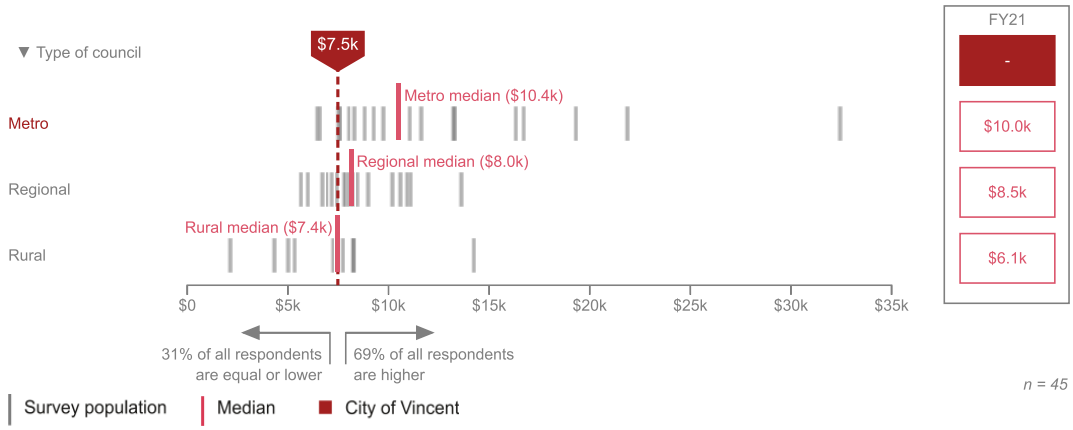


Figure 3.7: IT spend (A$) per employee (council type)



We encourage council leadership teams to work closely with their Head of IT to understand the longer-term IT strategy/roadmap for the council, and use this to guide the budget design/plan for FY24. A cost assessment should incorporate the IT costs as well as the efficiency impact felt by the business in working with slow, cumbersome, or disjointed systems. When preparing the budget, areas to consider include integrated IT systems, cybersecurity implementation, cloud computing, software development and increased investment in employing experienced IT professionals.

[47] PwC, 2022, 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Operations

Managing your IT projects

IT priorities

Our program asks councils to rank a selection of IT priorities. 'Cybersecurity implementation' remains high on the list, being the most prevalent area of focus for councils over the last 3 years. Achieving the implementation of sufficient cybersecurity measures is not an end-state, due to the continuous churn of emerging cyber threats across the digital business landscape.

Therefore we anticipate that 'cybersecurity implementation' will remain a key priority for councils well into the foreseeable future.

It is interesting to note that whilst 'Automating operational processes for ***service delivery***' is the second most popular priority for councils (53% of councils included it in their top 3),

'Automating operational processes for **cost savings**' sits at the opposite end of the list (only 18% of councils). This is perhaps reflective of the community-centric mindset of councils and demonstrates their ongoing commitment to serving the needs of their residents, ahead of spending limited resources on improving internal operations for economic benefit.

Top IT priorities jurisdiction

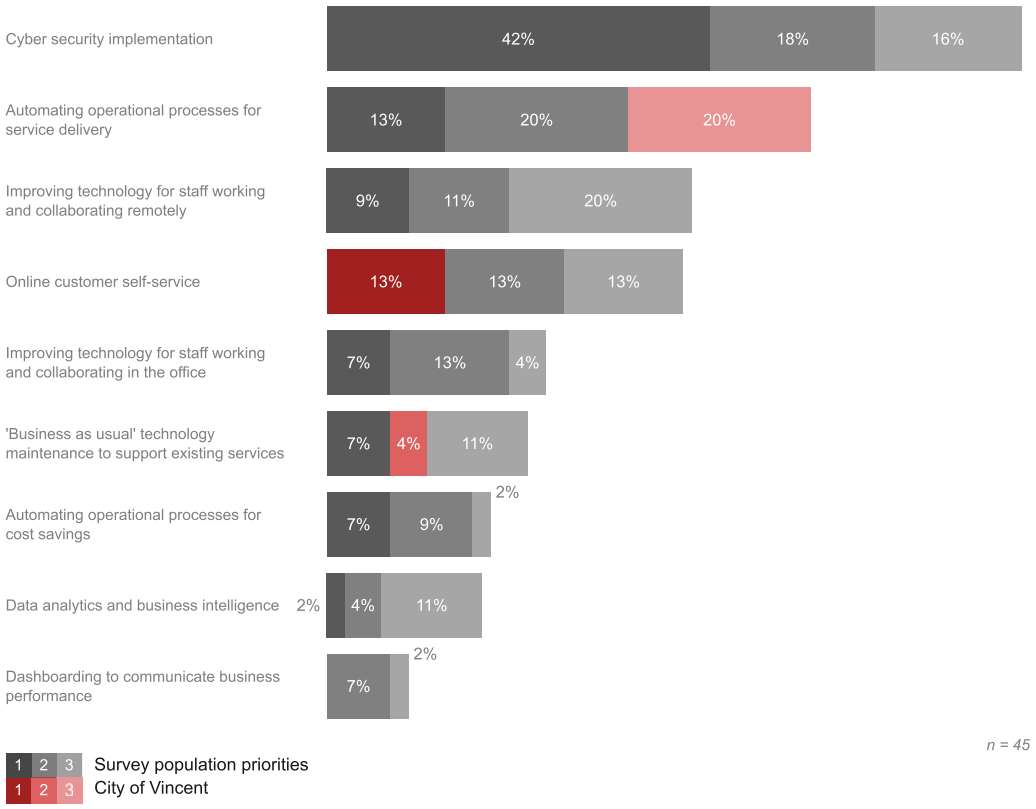
NSW

- Cybersecurity implementation (75%)
- Automating operational processes for service delivery (53%)
- Improving technology for staff working and collaborating remotely (35%)

WA

- Cybersecurity implementation (77%)
- Improving technology for staff working and collaborating remotely (54%)
- Automating operational processes for service delivery (53%)

Figure 3.8: What are your top three IT priorities over the next three years?



Be proactive, not reactive when it comes to cyber threats

Cybersecurity planning & responsibility

With high-profile cybersecurity breaches making headlines across the nation over the past year, it is evident that the issue of cybersecurity presents an ongoing challenge to organisations of all shapes and sizes. In light of this, in Figure 3.9 it is pleasing to see a continued uplift in the proportion of councils operating with a formal cybersecurity strategy (49% of councils, up from 39% in FY21), with a dramatic increase across small councils (66%, up from 30% in FY21).

However, the simple existence of a formal strategy is not enough to mitigate the pervasive risk that cybersecurity presents to council operations. There needs to be a cultural shift in the workplace where cybersecurity is understood to be everybody's business, driven by the tone from the executive leadership team.

In the case of councils, Figure 3.10 illustrates that the Chief Information Officer (CIO) continues to be primarily responsible for cybersecurity, with the rest of the C-suite (CISOs and 'Other', most likely representing CEOs and CFOs) playing a supporting role. This draws some parallels with the results from 2023 PwC Global Digital Trust Insights Survey, which indicated that CISOs and CIOs retain most key cyber responsibilities, with CEOs, CFOs and CDOs being well represented across all areas of responsibility.[48]

Cybersecurity and digital trust: Perspectives from the C-suite

The 2023 PwC Global Digital Trust Insights Survey evaluated 3,522 business, technology and security executives (CEOs, corporate directors, CFOs, CISOs, CIOs and C-suite officers) from around the world. The Australian component of the survey provides insights into 105 executives from the nation's C-suite and their priorities in the cyber landscape, as well as their key concerns and assignment of roles and responsibilities across the business functions of their organisations.

For Australia's C-suite, the top five factors that would help drive cybersecurity transformation in their organisations across the next 12-18 months were determined as:

- Leadership that drives cybersecurity throughout the organisation;
- Ensuring all non-cybersecurity employees understand the potential cyber implications of their actions;
- Strengthening data analytics capabilities on cyber and privacy activities;
- Educating the board on cyber risks; and
- Solving the talent gaps in the cybersecurity workforce.[49]

Figure 3.9: Does your council have a formal cybersecurity strategy?

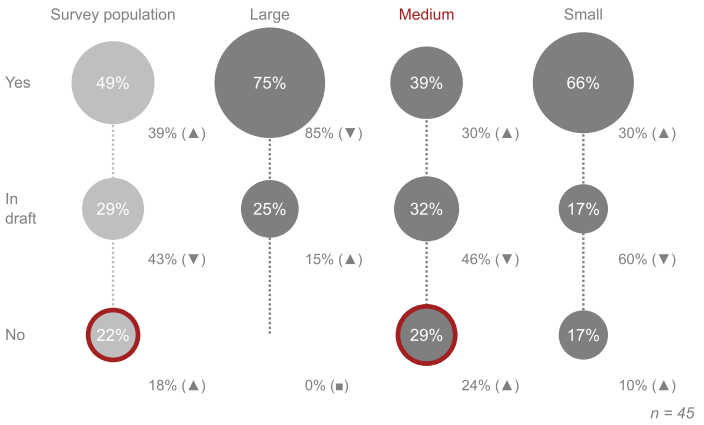
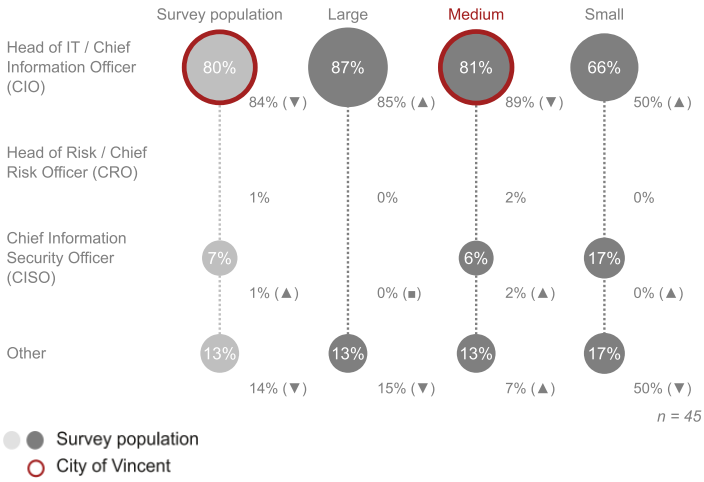


Figure 3.10: Who is responsible for cybersecurity within your council?



[48] Key responsibilities identified in the survey included roles such as 'Managing third-party risks', 'Deciding on cyber budget', 'Coordination on cyber incident response', and 'Managing data governance and privacy'.

[49] PwC. 2022. 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Operations

Be proactive, not reactive when it comes to cyber threats

Cybersecurity planning & responsibility (continued)

When it comes to managing cybersecurity, a larger proportion of smaller councils (83%, up from 80% in FY21) outsource this responsibility compared to their medium and large sized counterparts. Regardless of their size however, councils should weigh the benefits against the risks associated with outsourcing cybersecurity management to ensure adequate oversight across all business functions.

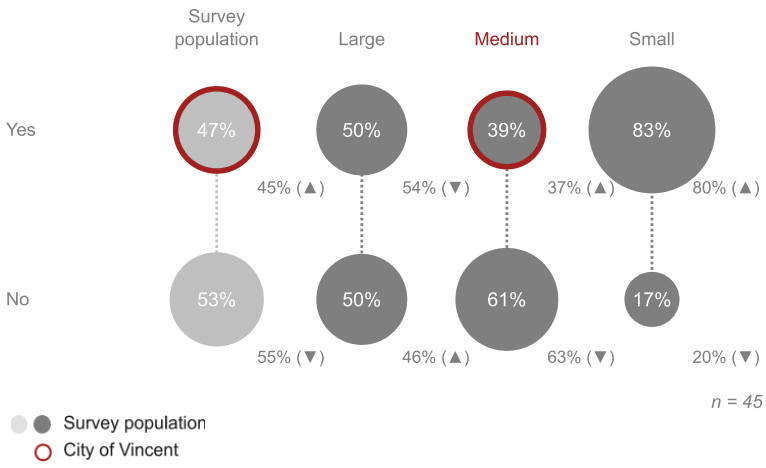
Is your council vulnerable to cyber threats and attacks?

PwC's Cybersecurity & Digital Trust team highlights a number of unexpected factors that can increase an organisation's cyber vulnerability, such as:

- Having an inaccurate view of your cybersecurity risk profile and threat landscape;
- Having limited, inflexible or non-existent plans to manage cybersecurity incidents with appropriate cyber threat intelligence;
- Having unnecessarily complex third-party supplier ecosystems where core functions are outsourced without adequate controls or understanding for clients;
- Changes in legal and regulatory expectations that affect the organisation;
- Rapid adoption of emerging technologies without commensurate controls;
- Having poor or inflexible data protection or privacy management policies in place; and
- Having immature digital and technology risk management practices in play.[50]

The overarching theme across these factors is stagnation. Councils need to ensure their cybersecurity resilience plans are regularly reviewed in light of emerging risks, to ensure they remain agile enough to ideally detect and deflect, rather than responding and recovering from a cyber attack.

Figure 3.11: Does your council use an outsourced provider to manage cybersecurity?



[50] PwC, 2022, 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Assess, prevent and protect

Identifying cyber security breaches and risks

Findings from the 2023 PwC Global Digital Trust Insights Survey indicate that over the past year, nearly all participating Australian organisations have been focussed on mitigating cybersecurity risks associated with increased data volumes (96%) and risks associated with increased supply chain digitisation (95%). Both of these are relevant to councils in the context of increasing digitisation of their own services. Additionally, only 37% of Australian organisations reported taking an anticipatory and preventative approach by assuming incidents will occur and embedding mitigations accordingly.[51]

Our program focuses on understanding the kinds of preventative measures being incorporated into councils' cybersecurity strategies. This year, we observe that nearly all participating councils are performing some form of test, simulation or assessment (only 2% of councils reported performing 'none of the above', down from 5% in FY21), indicating that councils are continuing to assess the strength of their critical infrastructure to defend against data breaches.

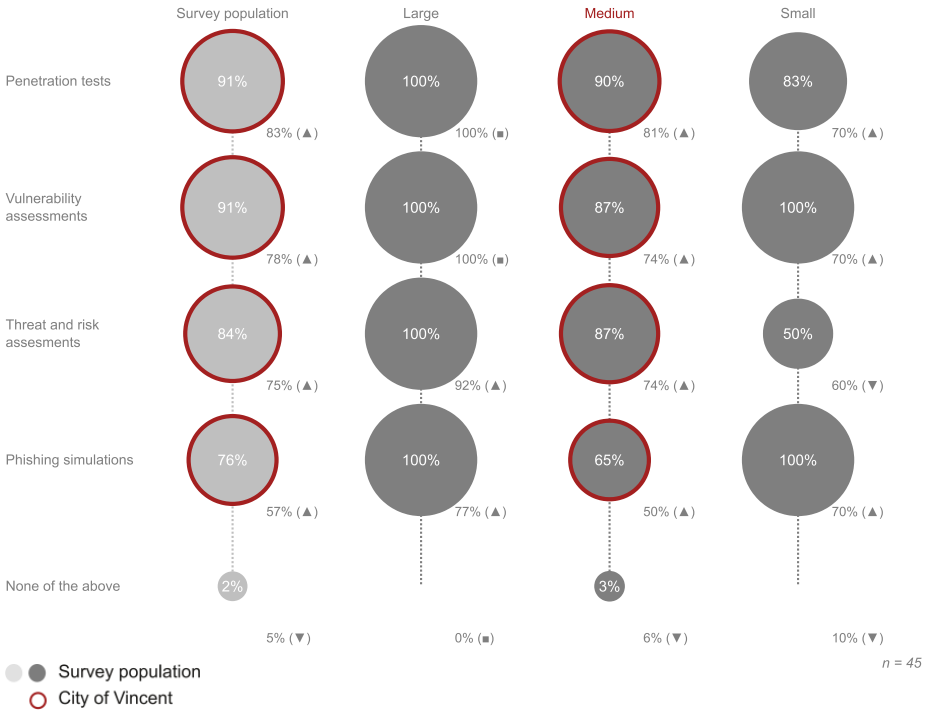
Data breaches: What's the risk?

As the frequency and impact of data breaches continues to increase, data security is becoming more important than ever.

Like any other customer service-oriented organisation, the consequences of a data breach are borne not only by the council but also the community. Some of the key risks associated with a data breach include:

- Adverse media coverage, loss of community confidence, residents' reluctance to share data in the future;
- Residents' exposure to fraud/financial harm, fear and burden of protecting themselves from the impact of breached data;
- Supply chain impacts from breaches of contract/obligations, non-delivery of service level agreements and associated penalties;
- Business disruption as executives and key staff are redirected from their primary roles to conduct investigations and deliver containment and response initiatives;
- Litigation and class action lawsuits; and
- Regulatory exposure to Conduct Investigations, Determinations, Enforceable Undertakings and Injunctions.[52]

Figure 3.12: Does your council perform any of the following processes to identify cybersecurity risks?



[51] PwC, 2022, 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Operations

Assess, prevent and protect

Identifying cyber security breaches and risks (continued)

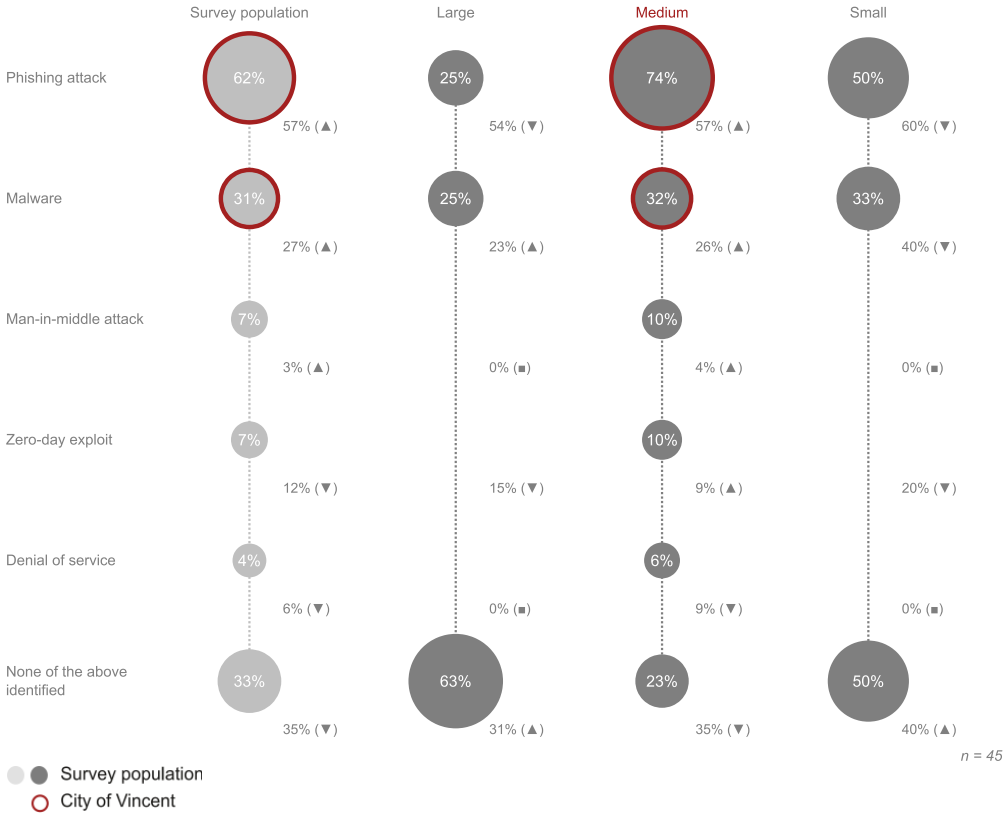
From the options presented in our survey, phishing attacks and malware remain the most prevalent types of security breaches being experienced by councils. However new threats and opportunities for cyber criminals are emerging at a fast pace, so it is prudent to consider that the 'none of the above identified' response from councils may include breaches that occurred through other means.

Is your council at risk of a cybersecurity breach? Key considerations for leadership and/or management teams

If you see news headlines regarding a cybersecurity breach at another organisation, is it possible that your council might be affected too? PwC US shares some questions for leadership teams to ask themselves in light of potential breaches:[53]

- **How vulnerable is the organisation to the breach?** For example, in the case of a malware breach, is the affected software being used in the council's network?
- **How can you limit the impact of a potential breach?** Are there rigorous controls in place to ensure staff have appropriate network access rights in line with their roles and responsibilities?
- **In the event that you are affected, do you have a plan to respond to and contain the attack?** Depending on the severity of the impact you may need to activate a crisis management plan.
- **Even if you aren't affected, do you need to reassess your IT environment?** News of an unrelated breach can serve as a timely reminder to ensure that you have a plan in place to monitor activity around critical assets such as data, business services, and any network connections to third-parties and external suppliers.

Figure 3.13: What types of successful cybersecurity breaches has your council experienced?



[53] PwC, 2020, 'Cyber attacks: 5 key questions when you're facing a potential breach'

Assess, prevent and protect

Potential consequences of a cyber attack

When considering the consequences of a cyber attack, 'Disruption of operations/services' was the primary concern for councils for the second year in a row, ahead of 'Loss or compromise of sensitive data'. However in light of recent high-profile data breaches, it is increasingly apparent that sensitive data is more valuable (and perhaps vulnerable) than ever before.

"Data protection must be top of mind, not a nice to have or viewed as a burden. Customers entrust organisations with their data and are increasingly concerned with how that data is protected."[54]

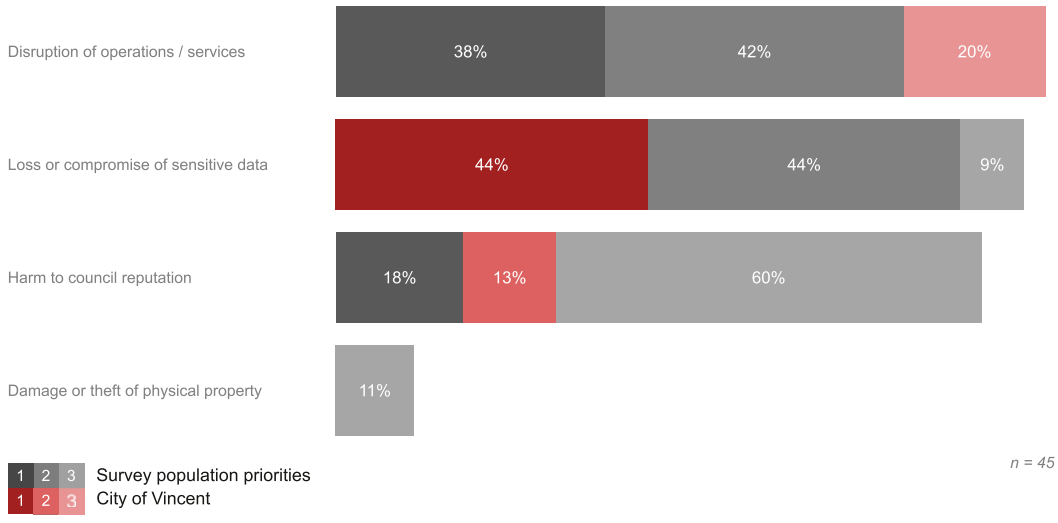
Responding to a cyber attack: Recover, reflect and remediate

What should you do after a cyber attack? PwC's Digital Pulse[55] provides a list of actions to consider, some of which we have outlined below. We encourage councils to review their incident response plans against this list to strengthen the existing cyber protection strategies in place.

- **Conduct a post incident review:** The assessment should include a review of the overall management of the incident, a summary of root causes, the systems and/or assets that were involved, and the extent to which the council's operations were impacted. This may also result in adjustments to existing incident response/business continuity plans.
- **Perform regular threat and risk assessments:** Are there any incident trends that indicate weaknesses or gaps in the council's security measures that need to be remediated?
- **Assess your defences:** Were there any controls that failed during the incident, and if so, was it due to the inherent design or the actual operation of the control? Based on root cause analysis, are there deficiencies in particular areas of the business where the security capability needs to be strengthened?
- **Prepare against ongoing exposure:** Councils should have a detailed response plan of how to respond in the event that there is public exposure or a risk of external scrutiny as a result of the cyber attack. Ideally the plan should consider a variety of possible scenarios so the council can act quickly if there are any sudden developments. Depending on the incident, the plan may also need to allow for compliance with any regulatory assessment obligations, as well as timely notification to impacted individuals.

The Australian Cyber Security Centre also provides guidance for organisations regarding their Cyber Incident Response Plan, as well as a cyber incident response readiness checklist. Scan the QR code for more information.

Figure 3.14: How would your council rank the following potential consequences of a cyber attack?



[54] PwC, 2022, 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Operations

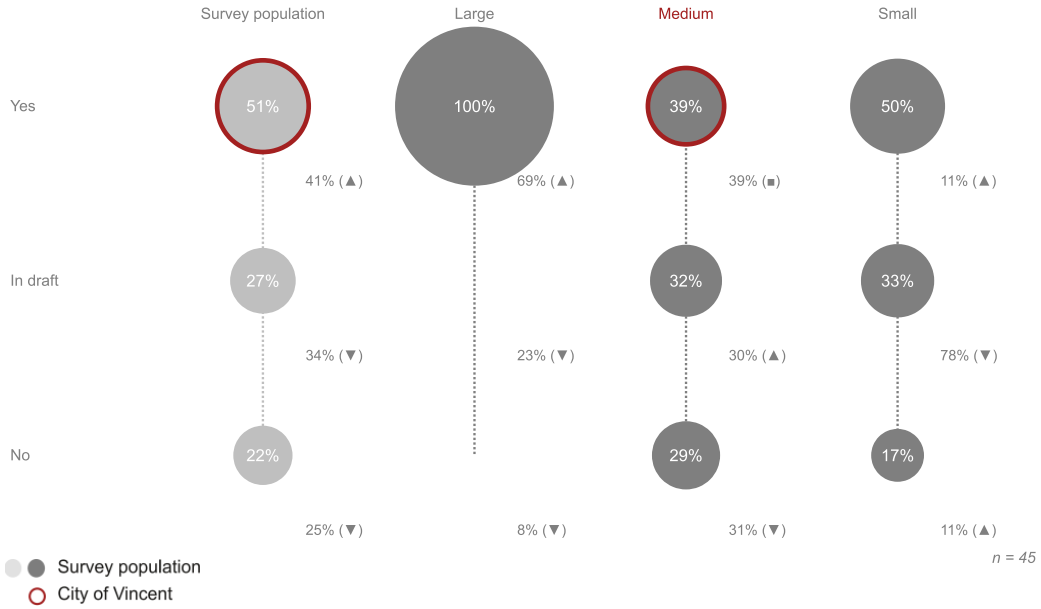
Assess, prevent and protect

The importance of a cybersecurity incident response plan

As the conversation around cyber attacks becomes more of a 'when' rather than an 'if' statement, councils will need to be prepared with an agile incident response plan that can address a variety of scenarios. The 2023 PwC Global Digital Trust Insights Survey also found that Australian organisations tend to be more reactive in their approach to cyber disruption, with 63% (47% globally) invoking plans post-incident and focussing on recovery and remediation.[56]

Accordingly, it is positive to see an increase in the proportion of councils with an incident response plan in place (51%, up from 41% in FY21), with a further 27% of councils reporting that they have a draft in progress. For the 22% of councils without a cybersecurity incident response plan in place, we strongly encourage this to be prioritised for the reasons outlined earlier in this chapter.

Figure 3.15: Does your council have a cybersecurity incident response plan?



Responding to a cyber attack: Recover, reflect and remediate

PwC's Digital Pulse[57] publication provides a list of considerations for the aftermath of a cyber attack, some of which we have outlined below. We encourage councils to review their incident response plans against this list to strengthen the existing cyber protection strategies in place.

- **Conduct a post incident review:** The assessment should include a review of the overall management of the incident, a summary of root causes, the systems and/or assets that were involved, and the extent to which the council's operations were impacted. This may also result in adjustments to existing incident response/business continuity plans.
- **Perform regular threat and risk assessments:** Are there any incident trends that indicate weaknesses or gaps in the council's security measures that need to be remediated?
- **Assess your defences:** Were there any controls that failed during the incident, and if so, was it due to the inherent design or the actual operation of the control? Based on root cause analysis, are there deficiencies in particular areas of the business where the security capability needs to be strengthened?
- **Prepare against ongoing exposure:** Councils should have a detailed response plan of how to respond in the event that there is public exposure or a risk of external scrutiny as a result of the cyber attack. Ideally the plan should consider a variety of possible scenarios so the council can act quickly if there are any sudden developments. Depending on the incident, the plan may also need to allow for compliance with any regulatory assessment obligations, as well as timely notification to impacted individuals.

[56] PwC, 2022, 'Cyber and the C-suite in Australia: Findings from 2023 Global Digital Trust Insights'

Looking at different ways to deliver corporate services

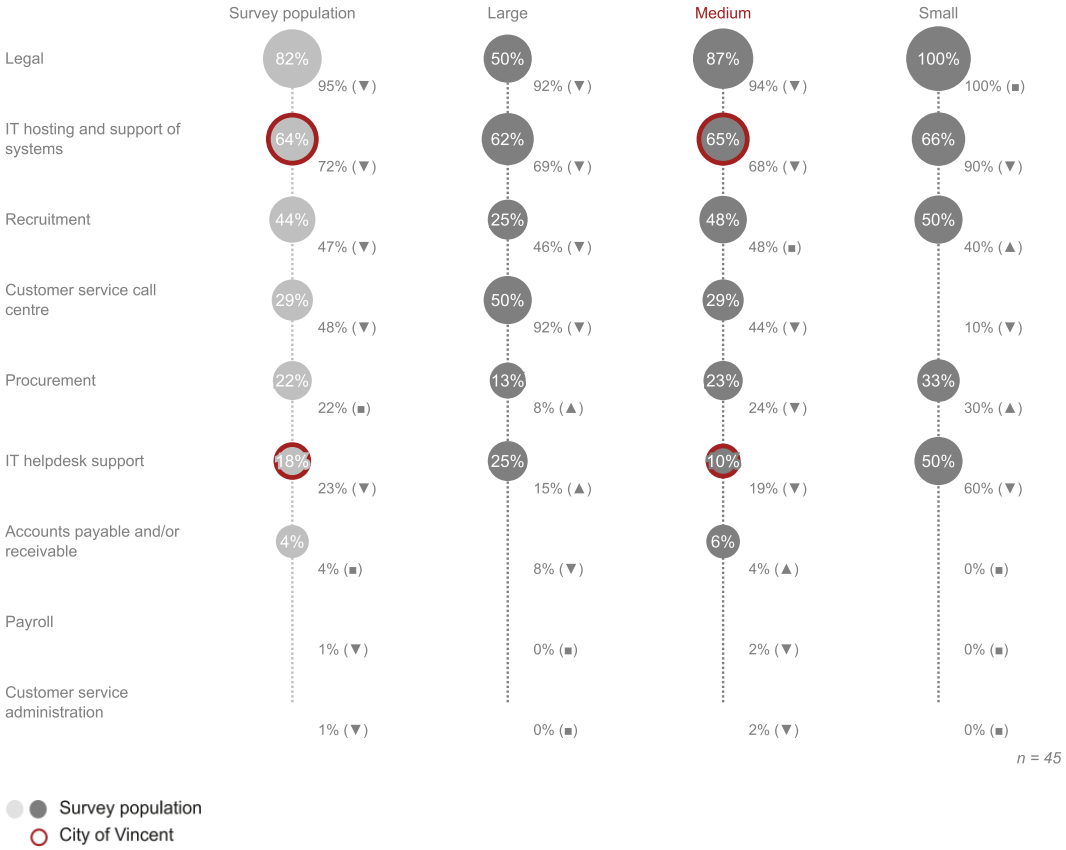
Outsourcing or sharing corporate services

The pandemic has transformed ways of working for many sectors, and it is no different for local government. In Figure 3.16, we observe an overall decline in outsourcing across all functions. However, the outsourcing of IT helpdesk support and Procurement is on the rise across large councils, compared to last year.

In particular, the proportion of councils outsourcing legal services has dipped below 85% for the first time since the inclusion of this question in our survey in FY15. Similarly, outsourced IT hosting dropped below 70% for the first time in four years. Overall, we expect a continued decline in outsourcing in the years to come, based on the results overleaf where we consider the future resourcing considerations of councils in Figure 3.17.

For councils that are feeling the pinch of a resource-constrained workforce, outsourcing and sharing corporate services may be an alternative pathway to achieving operational efficiencies. In turn, existing employees may then have the capacity to focus on value-generating activities or pursue upskilling opportunities.

Figure 3.16: Percentage of councils outsourcing or sharing corporate service areas



Operations

Looking at different ways to deliver corporate services

The future of outsourcing or sharing corporate services

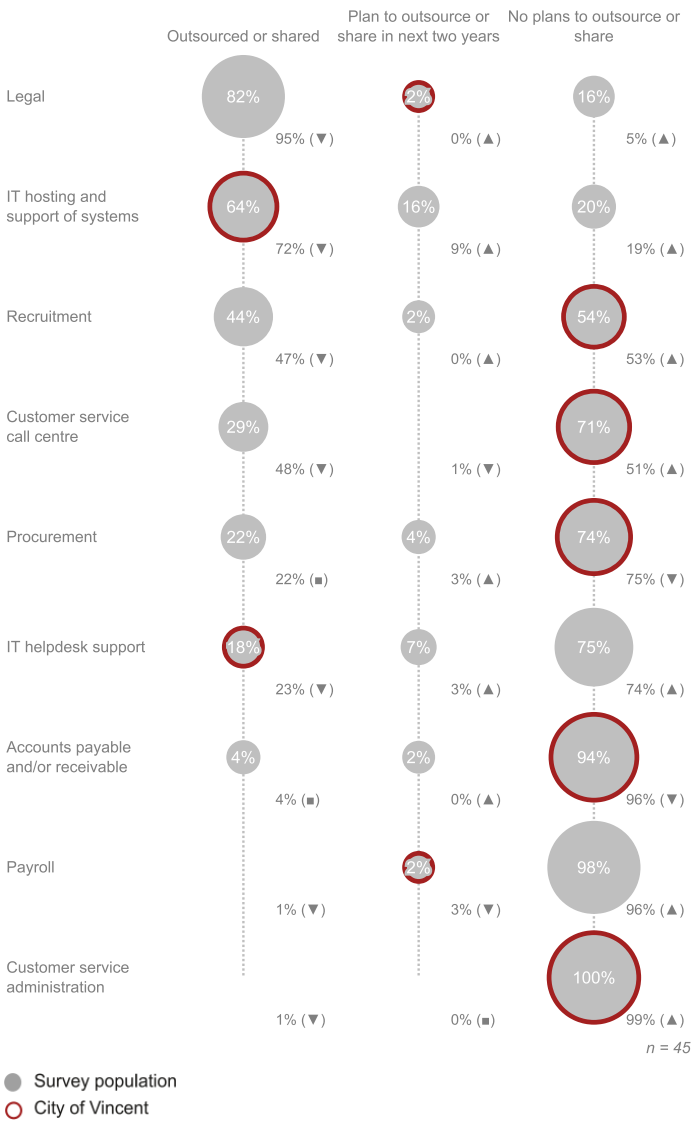
Figure 3.17 provides a look into the future for councils' outsourcing plans, and the data indicates a general trend away from using external suppliers to fulfill resourcing needs. This may be a response to a variety of environmental factors, such as the overall labour shortage in Australia (meaning less availability of contractors), or a means to mitigate cybersecurity risks stemming from third party interactions, or perhaps a reflection of upskilled staff being able to take on a greater breadth of responsibilities within their business function (and therefore less reliance on supplemental resourcing).

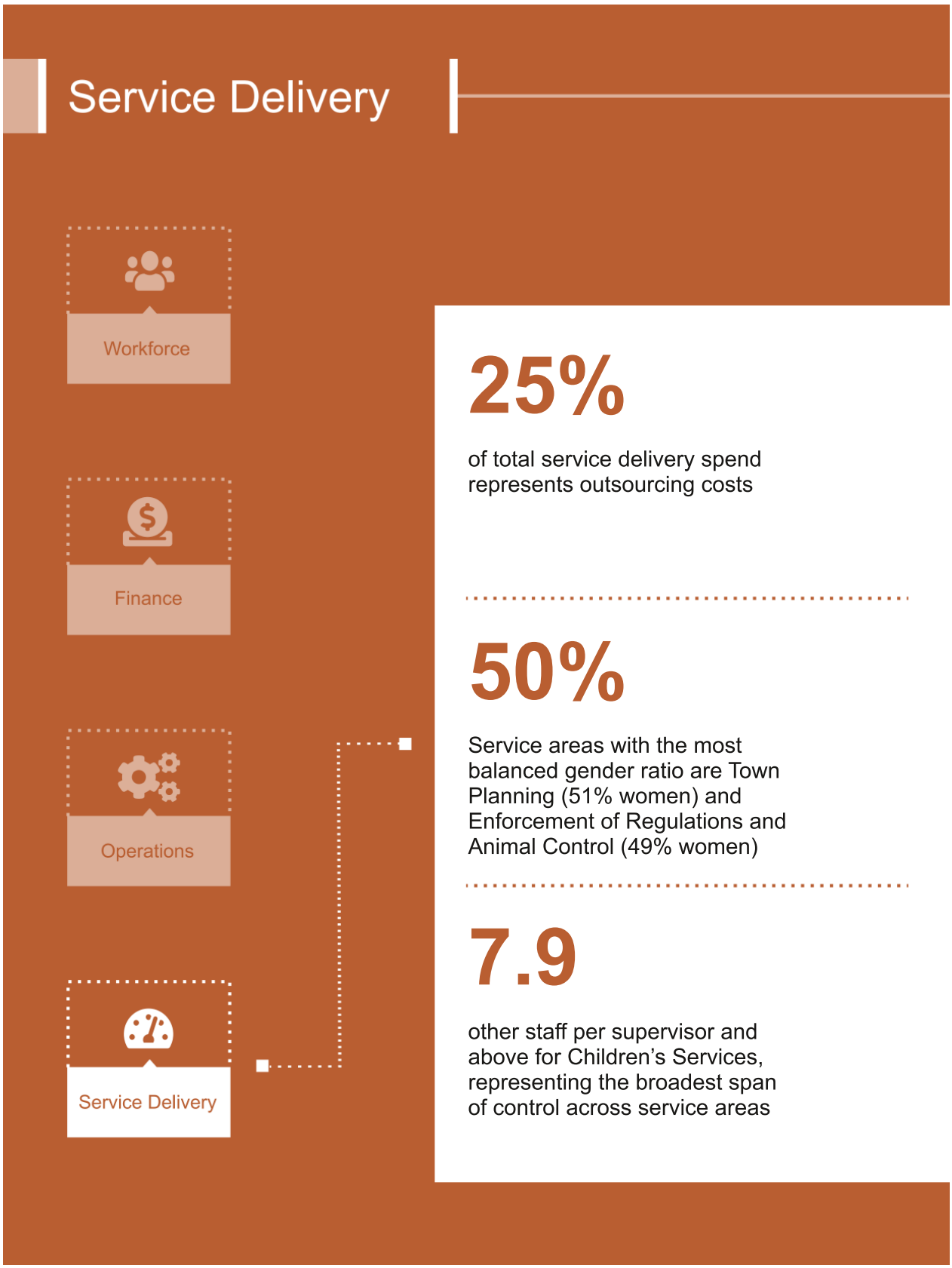
Successful outsourcing requires a clear vision, the right governance structure to achieve the council's strategic objectives, and a formal service-level agreement between councils and service providers. Consideration should be made as to whether these outsourcing arrangements can include several councils, to achieve cost savings and improve service quality.

Any form of outsourcing or sharing should enable councils to achieve high-quality service levels, deliver better value directly to users and generate cost savings that can be invested into other services or new initiatives. A well-managed outsourcing arrangement will also have the flexibility to meet changing business and commercial needs as the council's operations evolve over time.

As the economy continues to transform in the wake of the pandemic, we encourage councils to regularly review their corporate functions to consider the benefits that outsourcing can contribute towards a sustainable operating model, as well as understanding the breadth of new options and opportunities that may become available over time.

Figure 3.17: Current and future outsourcing or sharing of corporate services




Service Delivery
Workforce
Finance
Operations
Service Delivery
25%
of total service delivery spend represents outsourcing costs
50%
Service areas with the most balanced gender ratio are Town Planning (51% women) and Enforcement of Regulations and Animal Control (49% women)
7.9
other staff per supervisor and above for Children's Services, representing the broadest span of control across service areas

Industry Snapshot

Top Services



Councils provided information about their operating expenses for the services they deliver. Below are the top six services by the average operating cost per resident.

	Number of councils*	Average operating expense per resident*	Range of operating expense per resident^
Governance & administration**	44 councils	A$303	A$149 - $704
Roads & bridges	44 councils	A$262	A$92 - $1388
Water supplies	19 councils	A$247	A$111 - $401
Solid waste management	44 councils	A$191	A$97 - $340
Sewerage services	26 councils	A$170	A$42 - $426
Town planning	41 councils	A$55	A$20 - $201

*where service is provided
^middle 80% of councils by operating expense per resident
**Governance & administration operating expenses are a combination of Customer Service, Finance, Information Technology, Human

Overview

Introduction

Councils deliver a unique blend of services and activities that are designed to meet the needs of their respective communities. However, with limited time and resources at hand, councils may find themselves regularly reassessing the distribution of their efforts between direct service delivery and enabling administrative functions.

Since workforce costs are a consistent and major controllable component of total expenditure across all councils (median result of 37% in FY22), in this section we focus on analysing the workforce data to glean further insights into the service delivery of participating councils.

We encourage councils to use this section to better understand the:

- profile and scope of their service delivery model;
- methods used to deliver services across councils (in-house or outsourced);
- associated costs in delivering these services; and
- workforce composition of each service area.

Methodology

Participating councils have mapped their council cost centres to a defined set of 32 service areas. Employee records, which are attached to one or more of the council's cost centres (via their FTE status), have been allocated to one or more of the defined service areas using this mapping information.

Using the list of mapped service areas, participating councils then compile the specified financial data. FY22 costs are allocated to their mapped service areas across two sub-categories, outsourced contract costs (if applicable) and insourced expenses.

Our approach focuses on linking the direct workforce to each service area, without allocating overhead costs to any service areas. As a result, we present an additional service area called 'Governance and Administration' that captures all overhead costs and resources, i.e. non-direct workforce service costs. We recognise that whilst 'Governance and Administration' is not technically a service area, the total cost of this area provides a useful comparison and we have therefore treated it as a standalone component.

Understanding this section

Each participating council will be able to view a range of metrics for their top five service areas (displayed in red) either ranked by service cost or service FTE.

We have adjusted for the different scope of services provided by councils, which means participating councils will compare their metrics by service area to other councils that provide those same services. The number of councils (or 'n') that provided data for each of the service areas is displayed on each chart, and is summarised for all service areas at the end of this section.

When calculating FTE and headcount, we have used the closing balance at 30 June 2022 for fixed term and permanent staff. Given the seasonal nature of some casual employees in local government, we have analysed casual staff employed across the year and then included a casual FTE component based on casual hours worked throughout the year in the relevant service areas.

If your council did not provide service delivery cost or FTE data, the red indicator will be missing from the results for the survey population's top five service areas, as well as Governance and Administration.

In FY22, the top 3 service areas comprised 44% of the total closing FTE:

1. Governance and administration (23% of workforce)
2. Roads and bridges (13%)
3. Parks and gardens (8%)

In addition, when we analysed the share of operating expenses, the top 3 service areas comprised 49% of the total operating cost:

1. Governance and administration (19% of total operating cost)
2. Roads and bridges (18%)
3. Solid waste management (12%)

Service Delivery

Serving the community - what's the cost?

Breakdown of service delivery by operating costs and FTE

Figure 4.1 presents your council's top five service areas ranked by total service cost, as well as an additional category called Governance and Administration. The remaining service areas for your council have been consolidated into Other Services.

If your council did not provide a breakdown of service delivery costs, the red indicator will be missing from the charts, but the charts will still represent overall survey results that have been adjusted to your council's number of residents.

To allow for a more meaningful benchmarking analysis, the survey population results displayed in this figure have been remodelled to mirror your council's population size. Additionally, for each service area, the survey population will only include other participating councils that provide that particular service.

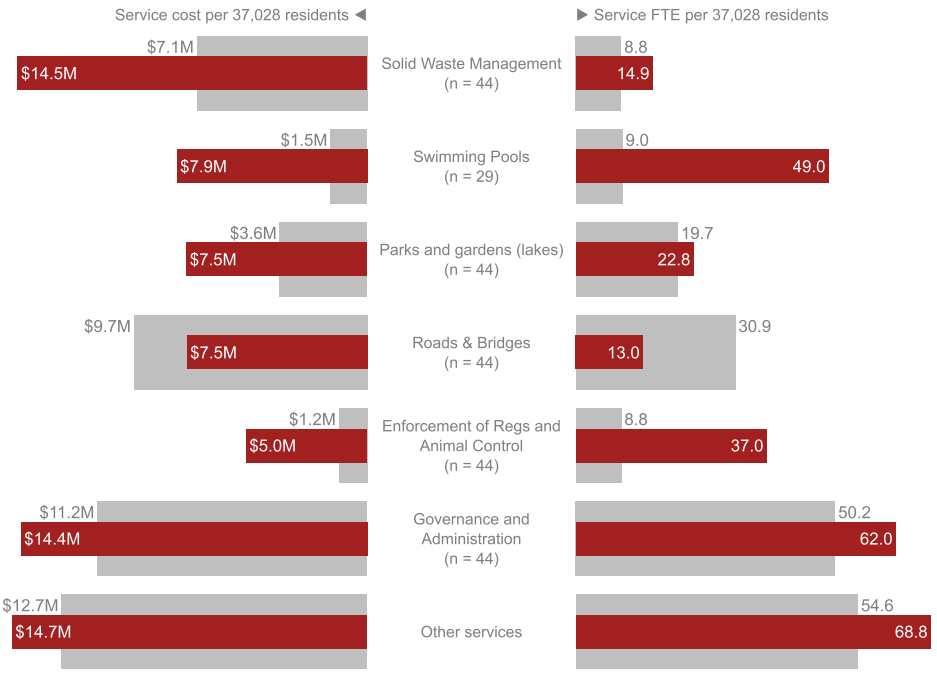
For example, Council X may have 50,000 residents and spend $10m on solid waste management, equating to a cost of $200 per resident. The remodelled survey population result, using the combined total cost from all councils that also provide solid waste management, may result in an equivalent comparative cost per resident of $220, or $11m for a relative survey population of 50,000 residents.

This means Council X is spending less than the relative survey population to deliver this service to its 50,000 residents. What are the levers that are contributing to a more efficient service delivery for this council? Conversely, if a council is spending at a level that is higher than the survey population, what insights can we gain from the comparative data? We explore this further in the following pages.

Definition of 'FTE'

Total number of full time equivalent employees at 30 June 2022, including a casual employee component based on casual hours worked throughout the financial year.

Figure 4.1: FY22 operating expenses (A$) and FTE by service area^



^ Your top 5 services ranked by operating expenses plus Governance & Administration and Other.
The population top 5 services ranked by operating expense will be displayed if you have not provided us with any cost data.

Note: We have remodelled the survey population result to be the same size as your resident population.

Survey population
City of Vincent

How is your council delivering its services?

Insourcing and outsourcing

The cost split percentage between insourcing and outsourcing expenses for your council's top 5 service areas (ranked by service operating expense), as well as the Governance and Administration category are displayed below.

Solid waste management continues to be the most prevalent service area for outsourcing amongst participating councils, with 49% of total operating expenses being reported as outsourced in FY22 (down from 53% in FY21). Parks and Gardens was the next most commonly outsourced service (44 councils included this data in their submission), with just over a quarter of operating expenses being outsourced during the year (26%, up from 17% in FY21). This appears to be driven primarily by large and medium-sized councils (28% and 26% respectively), as small-sized councils predominantly insourced their operations (97% insourced expense).

For the councils that reported having Other Community Amenities, 36% of their operating expenses were related to outsourcing costs, covering maintenance and operation of public cemeteries, public toilet cleaning, graffiti management and maintenance of street furniture.

Outsourcing expenses as a percentage of total operating expenses

Your outsourcing expense is 46% of your total operating expense

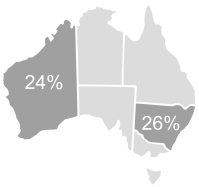


Figure 4.2: Council insourcing and outsourcing expense as a percentage of total operating expenses by service area^



^ Your top 5 services ranked by operating expenses plus Governance & Administration.
The population top 5 services ranked by operating expense will be displayed if you have not provided us with any cost data.

Survey population
City of Vincent

Service Delivery

Organisational design by service area

Span of control

Earlier in the Workforce section of this report, we highlighted the importance of understanding the span of control. Management can use this metric to determine whether there is an appropriate mix of oversight and autonomy for employees within a particular service area.

The overall median span of control for all council functions and activities is 3.3 'other staff' per supervisor and above, which remains broadly consistent with prior years.

Also consistent with last year's results, Children's Services reported the broadest span of control with a median result of 7.9 other staff per supervisor and above (up from 6.2 in FY21), followed by Street Cleaning which reported a median span of control of 6.8 in FY22 (up from 5.0 in FY21).

Governance and Administration continues to maintain a relatively narrow median span of control (2.6 'other staff' per supervisor and above for the second year in a row), while Roads & Bridges and Parks & Gardens reported a wider median span of control at 3.8 and 4.7 respectively (compared to 3.6 and 4.0 in FY21 respectively).

Why is this important?

When combined with an analysis of overall staff mix, the span of control metric can provide insight into a team's operating rhythm and assist senior management with future-proofing or succession planning for the years ahead. Achieving the right balance will result in a more engaged workforce, which in turn contributes to productivity and a greater ability for councils to respond to the ever-changing needs of the community.

Definition of 'span of control'

Total number of employees (defined as other staff) per manager (defined as supervisors and above).

Councils with no span of control metric for a particular service area may find that this is due to an absence of staff at the supervisor level and above.

Figure 4.3: Span of control median by service area^

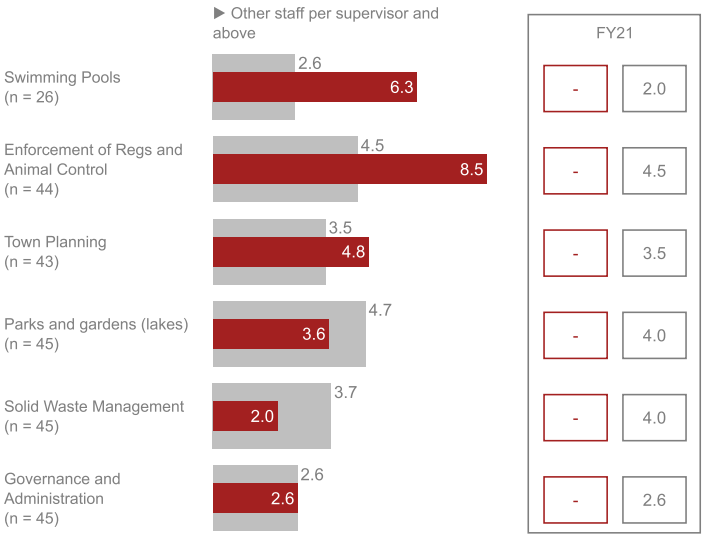
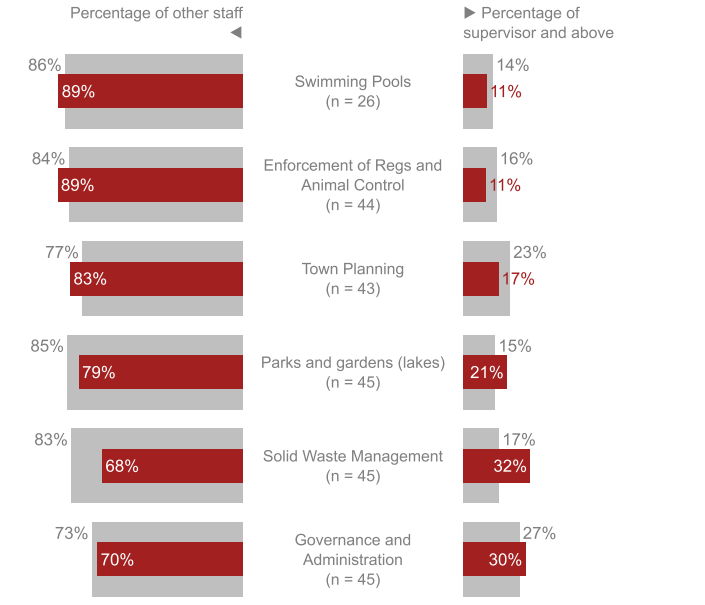


Figure 4.4: Closing full-time equivalents (FTEs) proportions by staff level^



^ Your top 5 services ranked by FTE plus Governance & Administration.
The population top 5 services ranked by FTE will be displayed if you have not provided us with any FTE data.

Survey population
City of Vincent

Talent management

Gender diversity and staff turnover

Whilst an overall council's results may present a picture of a gender-balanced workforce, this may mask the reality of some service areas having a workforce that is heavily skewed towards one gender or another. It can be easy to dismiss these observations for certain service areas, using the argument that 'traditional' gender-based roles may have influenced people's career choices, however this also leads to missed opportunities and benefits that a diverse and inclusive workforce could provide. Therefore, in this section we explore the extent of gender balance within the various service areas of your council.

Figure 4.5 presents the gender split for the top five service areas for your council, along with Governance and Administration. Since the introduction of service delivery data collection in 2016, the top 3 woman-dominated service areas have remained the same, being Children's Services (97% in FY22), Public Libraries (86%) and Aged Persons and Disabled Services (81%). Meanwhile, Street Lighting and Beach Control were the service areas with the highest proportion of men (97% respectively) for participating councils in FY22, followed by Street Cleaning (94%).

When averaged across all councils that provided a service area breakdown in their data, the service areas that presented the most balanced gender ratio in FY22 were Town Planning (57% of the workforce is women), Health Services (55% women) and Enforcement of Regulations and Animal Control (49% women).

Refer to the Workforce chapter for further guidance on promoting gender equality in your council's workforce.

Whilst detailed commentary on the overall median staff turnover rate across the survey population has been discussed in the Workforce section of this report, in this section we profile the staff turnover for the top five service areas for your council, along with Governance and Administration (Figure 4.6).

When we look at the overall top three service areas that make up 44% of the total workforce, Roads and Bridges had the highest median staff turnover rate of all service areas at 15.4% (up from 9.1% in FY21), followed by Parks and Gardens (12.5%, up from 9.3%) and then Governance and Administration (13%, up from 9.5%). Also, for the second year in a row, Children's Services reported the highest turnover rate for any service area in the history of the survey, with 21.4% (up from 18.7% in FY21). We note that individual council results can vary widely when compared against the overall survey results, depending on the size of the workforce for a given service area, and this should be taken into account as part of your analysis.

Figure 4.5: Gender split by service area^

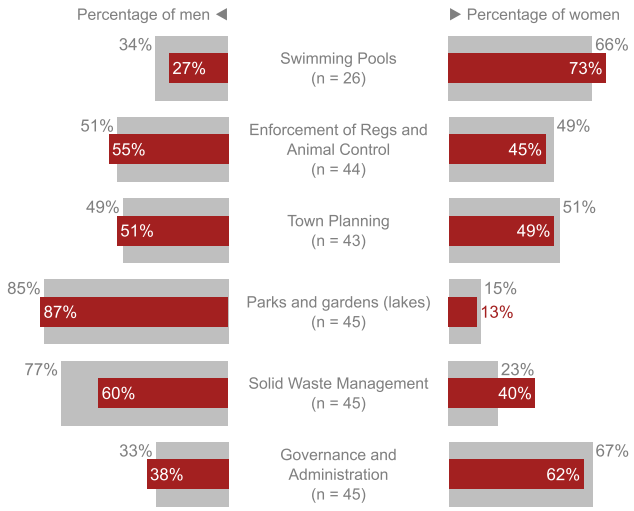
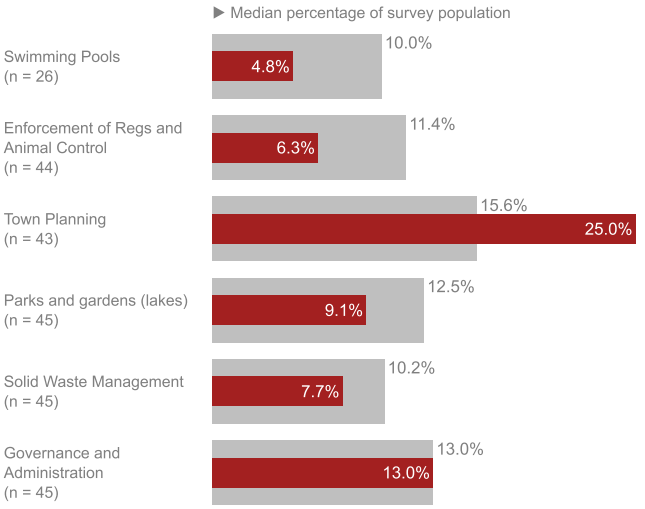


Figure 4.6: Staff turnover rate median by service area^



^ Your top 5 services ranked by FTE plus Governance & Administration.
The population top 5 services ranked by FTE will be displayed if you have not provided us with any FTE data.

Survey population
City of Vincent

Definition of 'staff turnover rate'

Total number of all leavers in the year divided by the headcount at the start of the year (excluding casual employees).

Service Delivery

Talent management

Generational diversity

To explore the generational mix at a service level, we have presented your council's top five service areas based on the proportion of overall FTE ranking.

Service areas with a higher proportion of overall council FTE that also have a high proportion of baby boomer staff are Library Services (34% baby boomers), Roads and Bridges (34%) and Parks and Gardens (31%). Additionally, baby boomers represent nearly a quarter (24%) of Governance and Administration, as well as 21% of the Town Planning workforce.

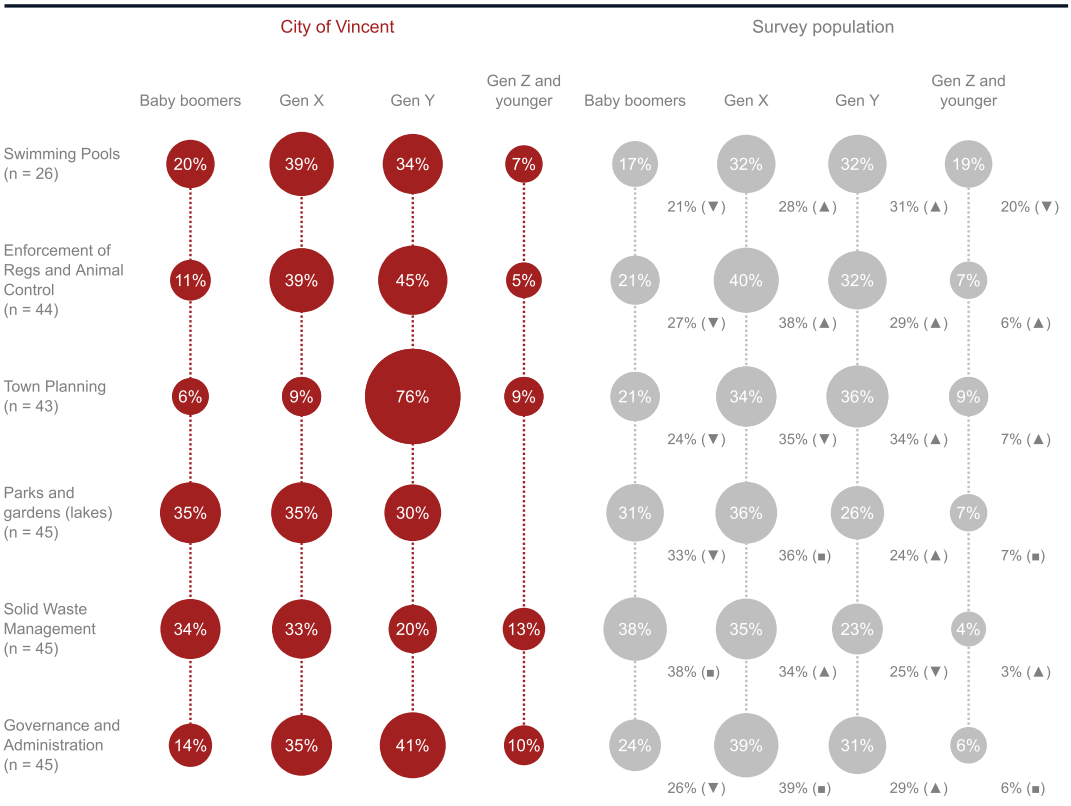
We encourage councils to focus on recognising the service areas with a high baby boomer workforce to ensure that appropriate succession planning is being considered, not only for the benefit f the service area but also to allow for a smooth career transition for baby boomer staff.

Refer to the Workforce chapter for further guidance on a successful transition to retirement for staff in your council's workforce.

Why is succession planning important?

A well-designed succession plan fosters a culture of mentorship and facilitates a transfer of knowledge and skills from one cohort to the next. It can also help minimise the risk of losing key talent, and the leakage of local government expertise and leadership skills from the council workforce. Furthermore, when developing a succession plan, management should seek to collaborate with experienced staff members to incorporate their key service area knowledge and source any innovative ideas they may have in relation to achieving a smooth transition process.

Figure 4.7: Generational mix by service area^



^ Your top 5 services ranked by FTE plus Governance & Administration.
The population top 5 services ranked by FTE will be displayed if you have not provided us with any FTE data.

Survey population
City of Vincent

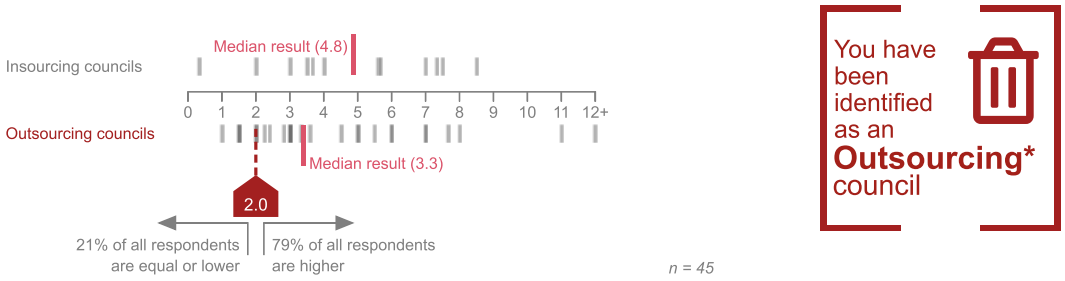
Service Delivery

Explore: Solid waste management

Workforce analysis

We encourage councils to use this section of the report to further analyse and compare key **workforce** metrics across the solid waste management (SWM) service area. We have classified councils as either 'outsourcing' or 'insourcing' to assist with comparisons. If the council's SWM outsourced contract value was more than 25% of the total SWM cost, then it has been classified as an 'outsourcing' council. All other councils are classified as 'insourcing'.

Figure 4.8: Span of control ('other staff' per supervisor and above) - Solid waste management



** Outsourcing councils are defined as the SWM outsourced contract value being more than 25% of the total SWM cost. All other councils are classified as insourcing. This will be " - " if you have not provided us with any cost data for this service.*

Figure 4.9: Staff turnover rate - Solid waste management

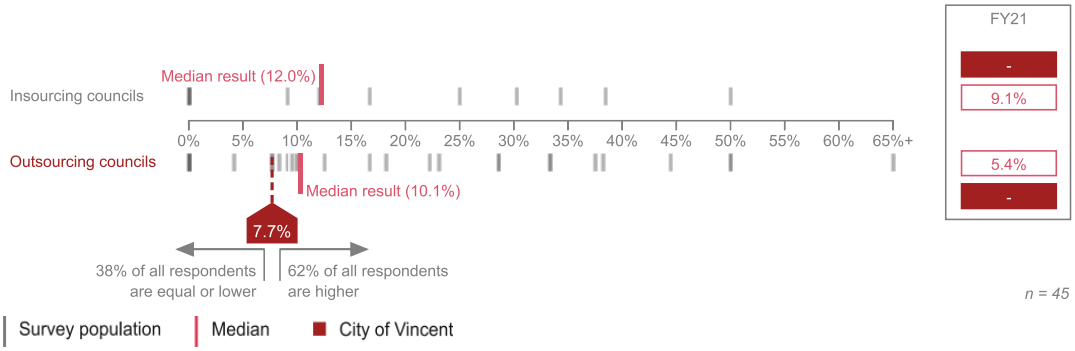
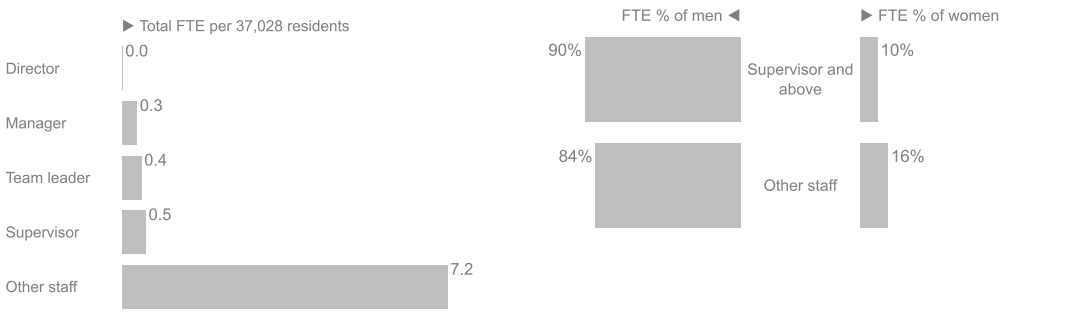


Figure 4.10: Staff level FTE breakdown and gender split - Solid waste management



Note: We have remodelled the council survey population result to be the same size as your resident population, depending on whether you are an outsourcing or insourcing council.

Service Delivery

Explore: Solid waste management

Waste levy, collected volumes, and cost analysis

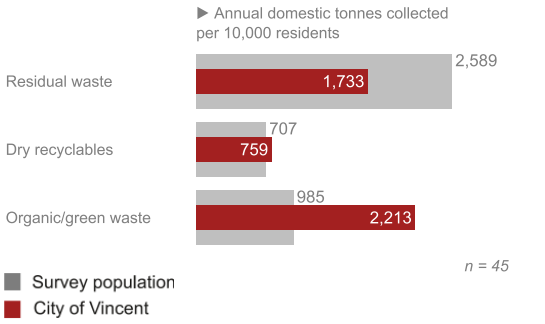
The cost associated with providing a council's solid waste service is influenced by a number of factors. These may be environmental factors, such as the unique nature and density of dwellings being serviced across the community, or the nature and scope of the service that is provided. Government landfill waste levies also have an impact on overall cost and can vary considerably by jurisdiction.

We encourage councils to use this section of the report to further analyse and compare key **cost** metrics across the solid waste management (SWM) service area.

Your council owns but does not operate its own landfill site

16% of councils owns but do not operate their own landfill site

Figure 4.11: Annual domestic waste collected (tonnes per 10,000 residents)



Waste disposal or landfill levy per tonne taken to landfill ($)

Your council's waste disposal levy per tonne taken to landfill is $0.0

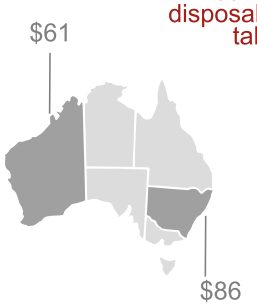
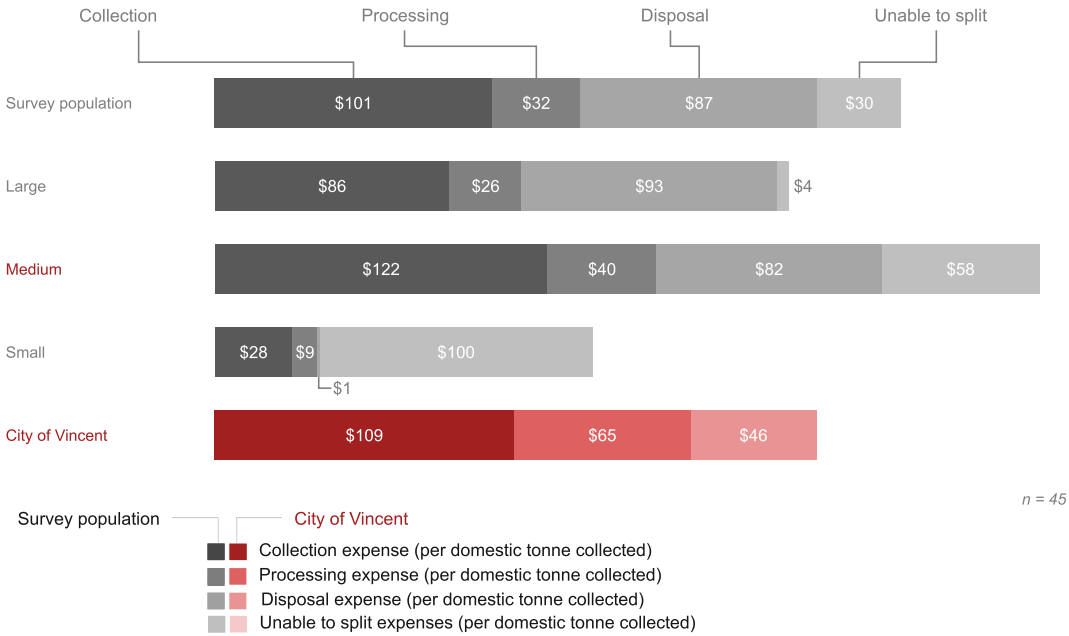


Figure 4.12: Breakdown of domestic waste annual operating cost (A$) per tonne collected



Explore: Solid waste management

Waste levy, collected volumes, and cost analysis (continued)

We have provided the annual solid waste management cost per resident for your council, compared to the median for each jurisdiction in Figure 4.13. Additionally, councils can use Figure 4.14 to better understand the cost breakdown, taking into account outsourcing costs as well as insourcing costs per resident.

Your overall solid waste management expense per resident is **$392**

WA median solid waste management expense per resident is **$139**

Figure 4.13: Solid waste management annual operating expense (A$) per resident

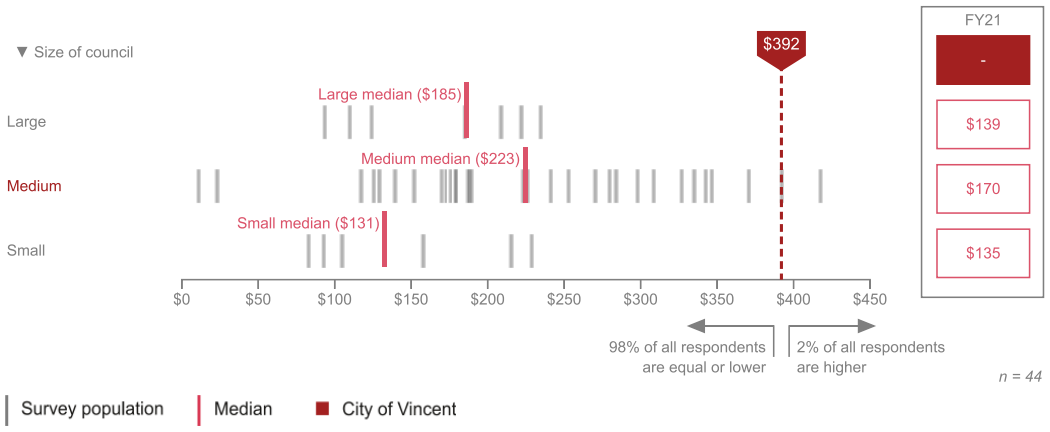
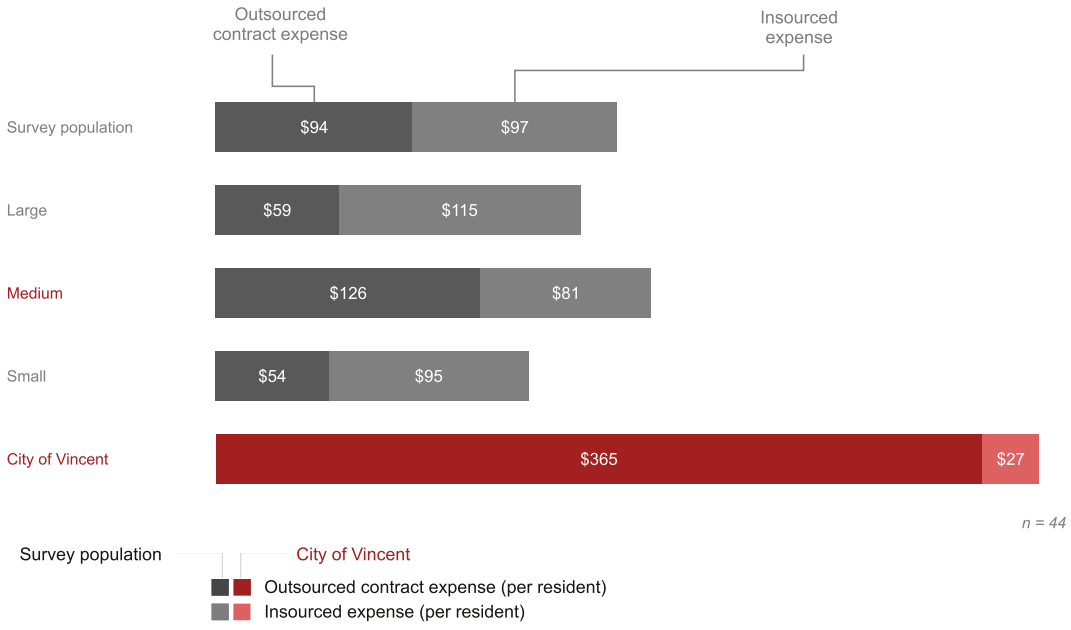


Figure 4.14: Breakdown of solid waste management annual operating expense (A$) per resident



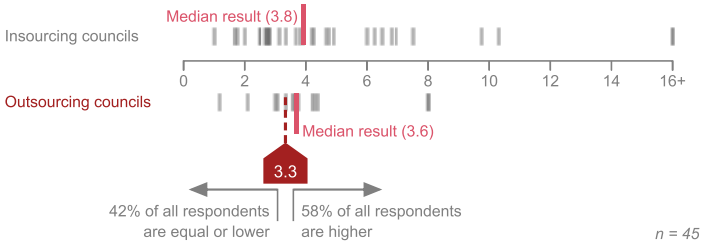
Service Delivery

Explore: Roads and bridges

Workforce analysis

We encourage councils to use this section of the report to further analyse and compare key **workforce** metrics across the Roads and Bridges (ROAD) service area. We have classified councils as either 'outsourcing' or 'insourcing' to assist with comparisons. If the council's ROAD outsourced contract value was more than 25% of the total ROAD cost, then it has been classified as an 'outsourcing' council. All other councils are classified as 'insourcing'.

Figure 4.15: Span of control ('other staff' per supervisor and above) - Roads and bridges



You have been identified as an **Outsourcing*** council

** Outsourcing councils are defined as the Road/Bridge outsourced contract value being more than 25% of the total Road/Bridge cost. All other councils are classified as insourcing. This will be " - " if you have not provided us with any cost data for this service.*

Figure 4.16: Staff turnover rate - Roads and bridges

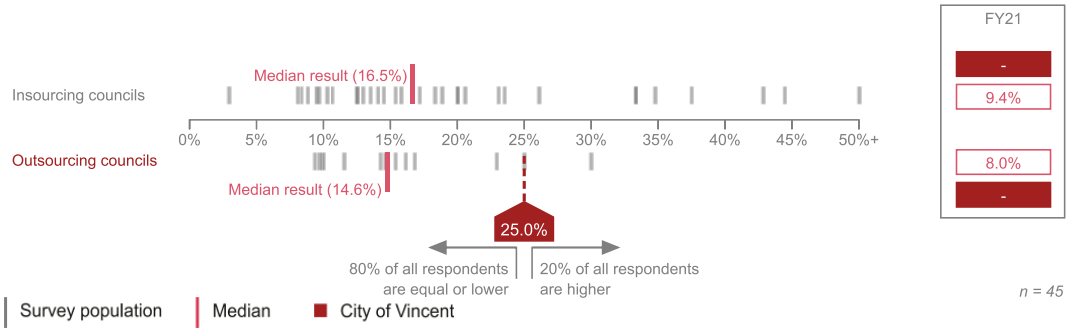
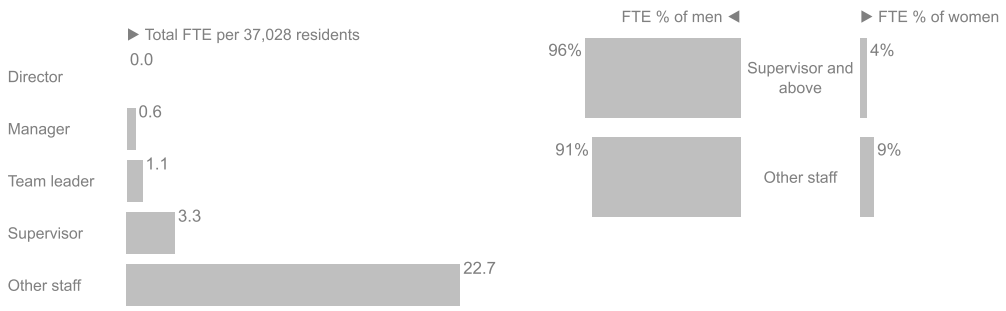


Figure 4.17: Staff level FTE breakdown and gender split - Roads and bridges



Note: We have remodelled the council survey population result to be the same size as your resident population, depending on whether you are an outsourcing or insourcing council.

Outsourcing survey population
City of Vincent

Explore: Roads and bridges

Cost analysis

We encourage councils to use this section of the report to further analyse and compare the **cost per kilometre (km)** across roads and bridges in this service area.

Figure 4.18 shows that metro councils continue to maintain a higher median cost per km due to the higher proportion of sealed roads with higher traffic volumes.

Figure 4.19 displays the relationship between the extent of unsealed to sealed roads in a council's road network, and the associated operating cost. Sealed roads are typically associated with higher volumes of traffic, therefore the operating expense comprises not only the cost of construction, but the cost of maintaining appropriate road quality. Given the mix of sealed and unsealed roads in the network, councils below the curved line have a higher than expected cost per km.

Your roads roads and bridges expense per kilometre is
A$52.0k

WA median roads and bridges expense per kilometre is
A$22.2k

Figure 4.18: Roads and bridges annual operating expense (A$) per kilometre (council type)

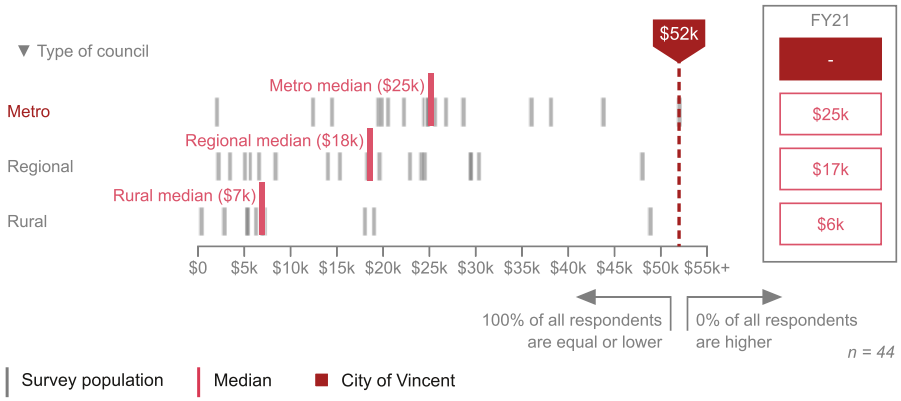
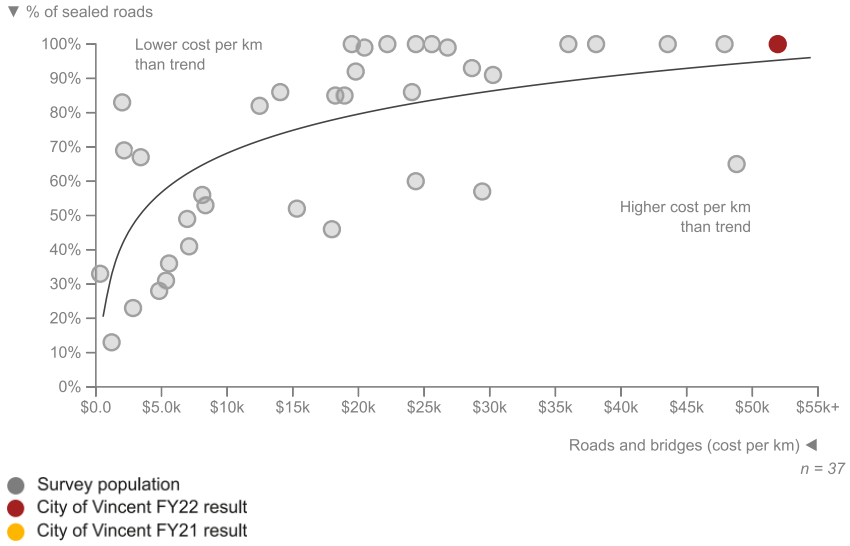


Figure 4.19: Relationship between percentage of sealed roads (in km) and Roads and bridges annual operating expense (A$) per kilometre



Service Delivery

Explore: Parks, gardens and sporting grounds

Workforce analysis

In this section we have combined the Parks and Gardens data with the Sporting Grounds data to present a holistic view of a predominantly outdoor-based workforce. Figure 4.20 highlights a narrowing span of control across metro and regional councils, while rural councils have broadened their span of control compared to last year. Figure 4.21 indicates that the median staff turnover rate across rural councils has increased dramatically this year to 25% (up from 15.9% in FY21).

Figure 4.20: Span of control ('other staff' per supervisor and above) - Parks, gardens and sporting grounds

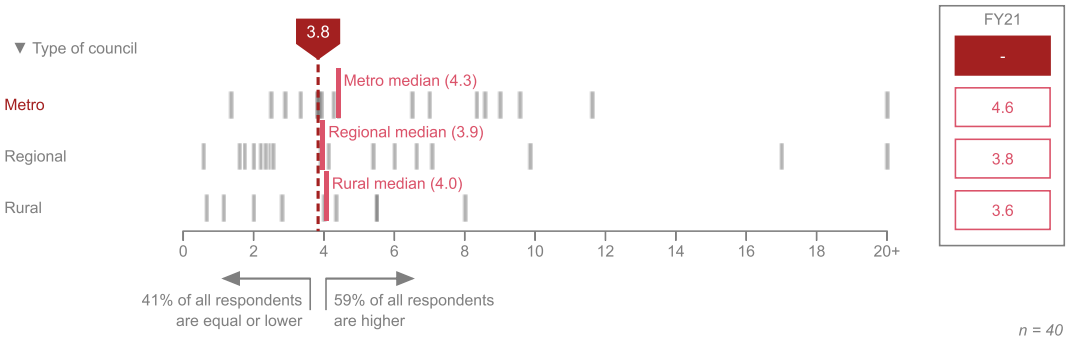


Figure 4.21: Staff turnover rate - Parks, gardens and sporting grounds

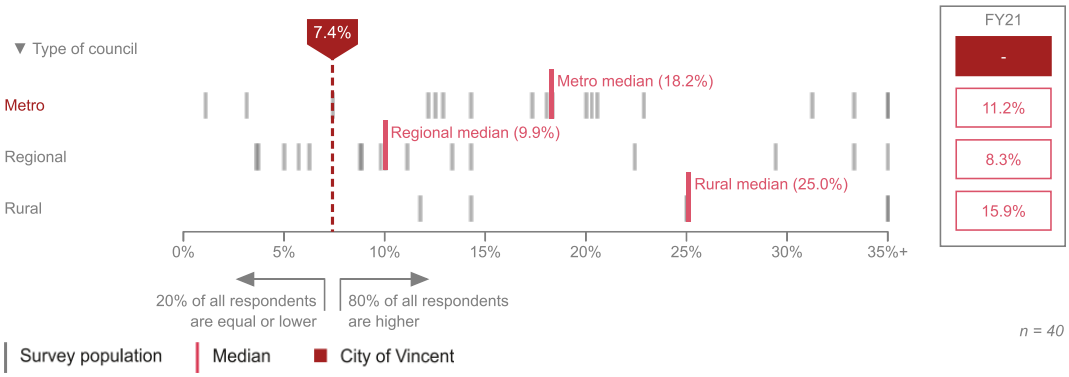
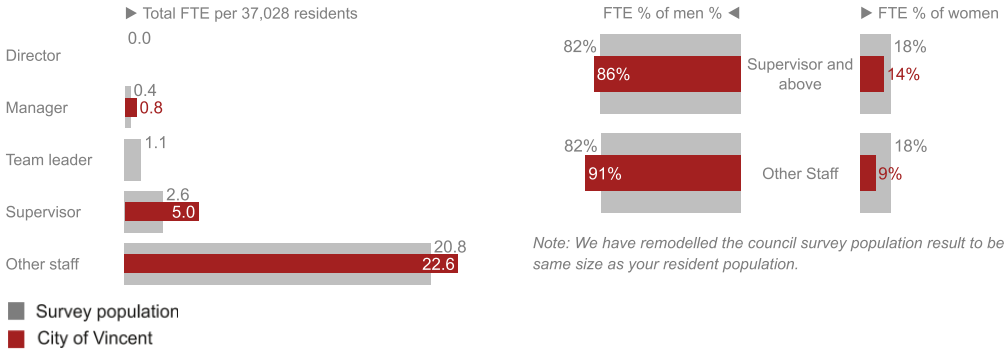


Figure 4.22: Staff level FTE breakdown and gender split - Parks, gardens and sporting grounds



Note: We have remodelled the council survey population result to be the same size as your resident population.

Explore: Parks, gardens and sporting grounds

Analysis of segmentation, land area and relative cost per hectare

Our report highlights the variety of segmentation of outdoor recreational areas across types of councils.

Figure 4.23 illustrates that rural councils have a greater proportion of active space (17%) compared to the remaining survey population, whilst regional councils report a larger segment of land dedicated to conservation and utility (52%).

Not surprisingly, in Figure 4.24 we see that rural councils also have the largest per-resident area of parks, gardens and sporting grounds (362.4ha per 10,000 residents) and appear to benefit from economies of scale when it comes to maintenance, reporting a significantly lower cost per hectare when compared to their metro and regional counterparts.

Figure 4.23: Parks, gardens and sporting grounds breakdown by category (hectares)

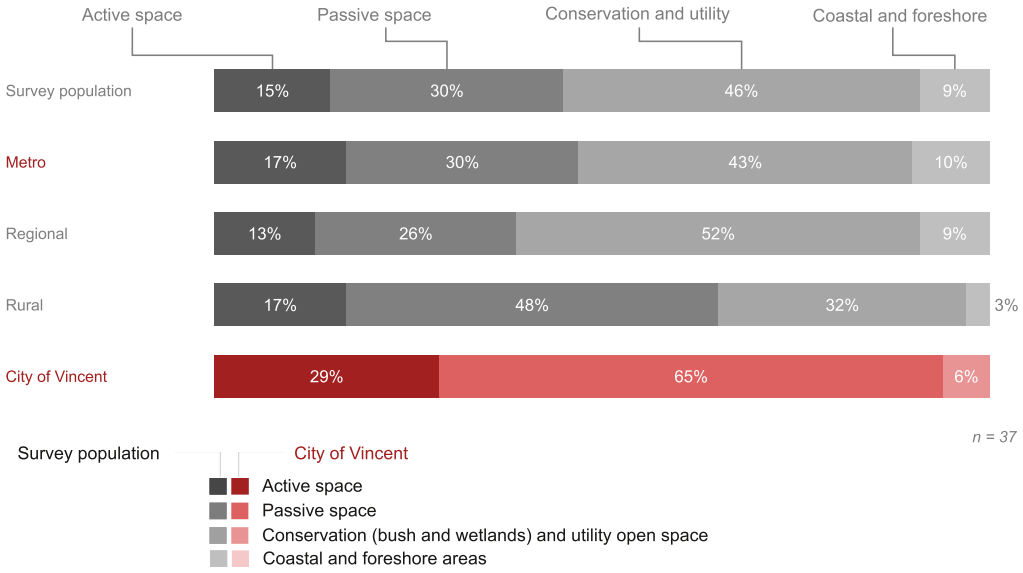
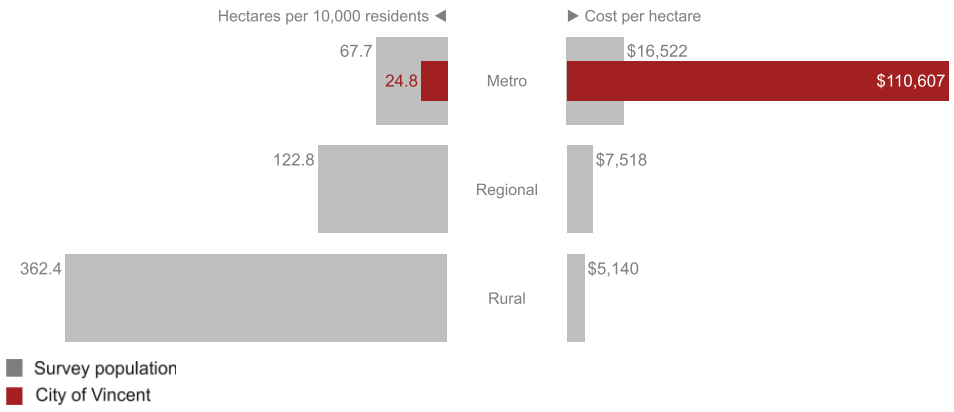


Figure 4.24: Parks, gardens and sporting grounds area and cost breakdown (council type)



Service Delivery

Explore: Parks, gardens and sporting grounds

Analysis of operating expense

We encourage councils to use this section of the report to further analyse and compare the key **cost** metrics across parks, gardens and sporting grounds.

Figure 4.25 presents the median operating expense for your council on a per resident basis, compared to the corresponding median for your jurisdiction and against the backdrop of council type.

Figure 4.26 displays the cost components involved in operating outdoor recreational areas, split between insourced and outsourced expenses.

Your parks and sporting grounds expense per resident is **$274**

WA median parks and sporting grounds expense per resident is **$199**

Figure 4.25: Parks, Gardens and Sporting Grounds annual operating expense (A$) per resident (council type)

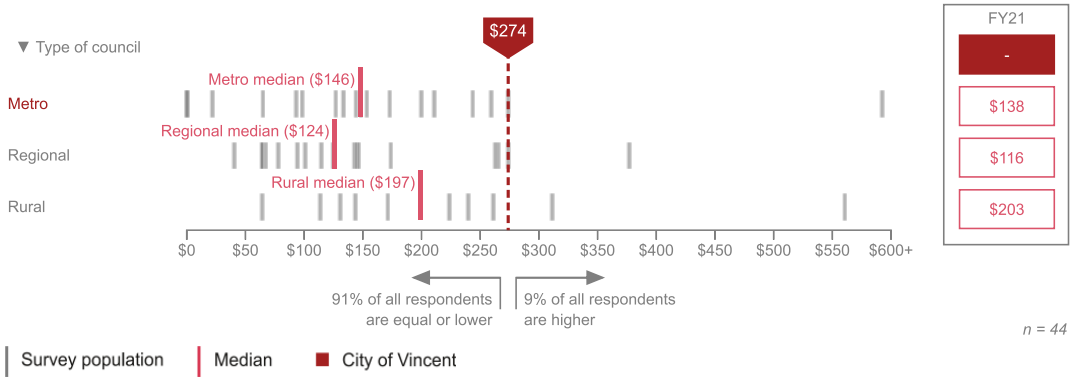
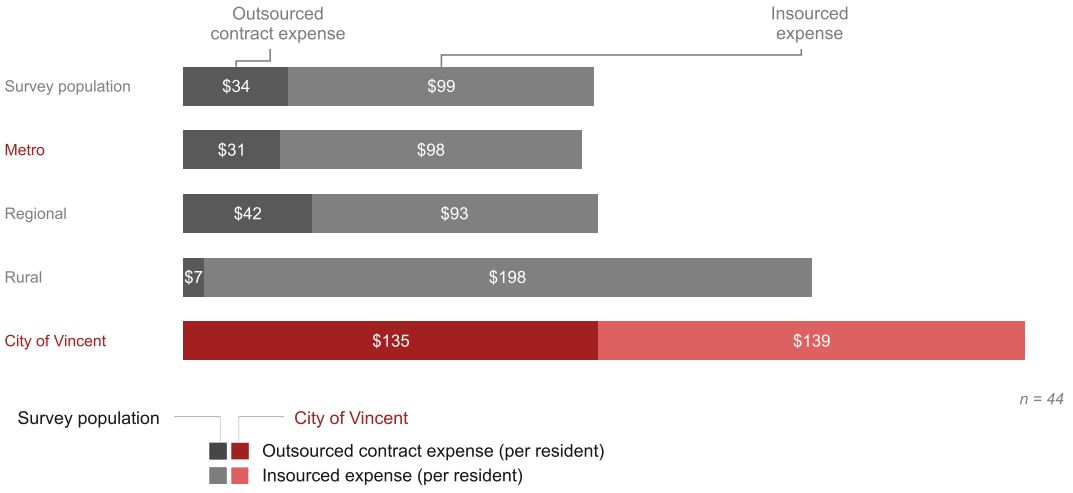


Figure 4.26: Breakdown of Parks, Gardens and Sporting Grounds annual operating expense (A$) per resident



Explore: Swimming pool leisure centres

Analysis of operations

Results from our survey continue to indicate that swimming pool leisure centre facilities represent a substantial investment of council financial resources, with the median average operating cost per visit being nearly double the median average revenue earned per visit (Fig 4.29).

However we also note that swimming pool leisure centres are a vital community resource. They generate a variety of tangible benefits including an increased sense of community and social network, encouragement of a healthier/more active lifestyle, and reduced criminal/anti-social behaviour.

Your council reported 1 facility

Your council reported 0% single-use facilities 100% multi-use facilities

Figure 4.27: Relationship between average revenue (A$) per visit and annual visits per resident

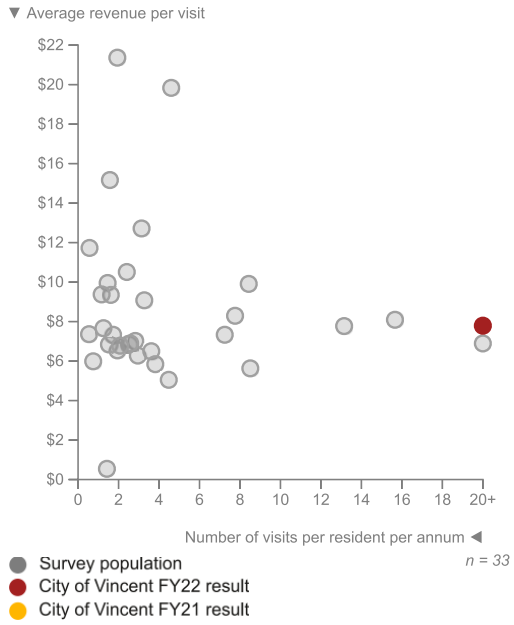


Figure 4.28: Relationship between average operating cost (A$) per visit and annual visits per resident

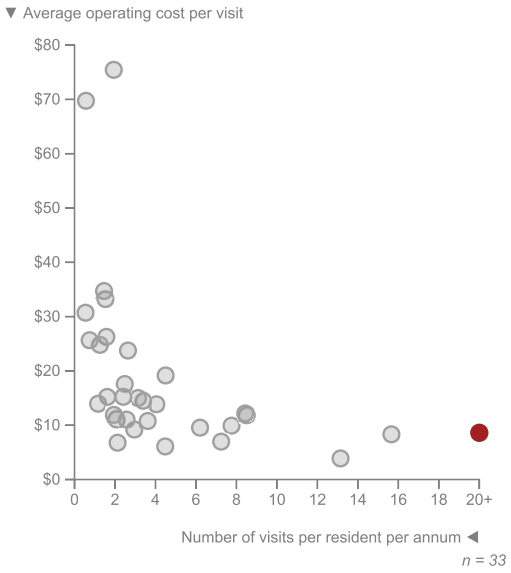
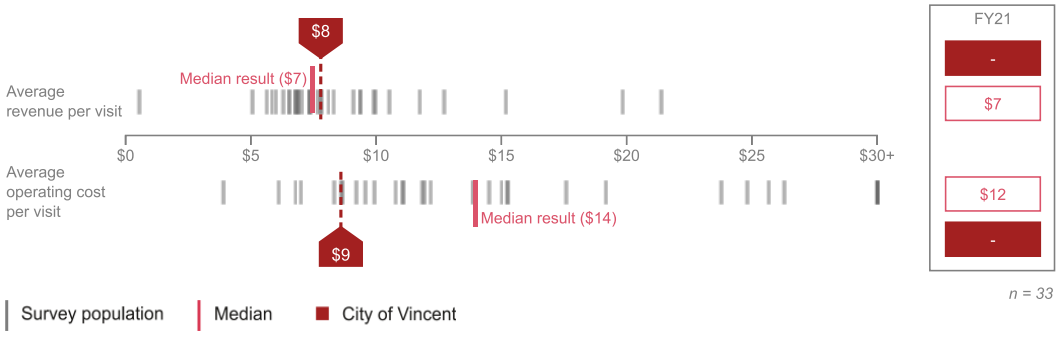


Figure 4.29: Swimming pool leisure centres - annual average revenue and operating cost (A$) per visit



Service Delivery

Breakdown of participating councils by service area

The table below shows the number of councils that provided cost and FTE data for each individual service area.

Service Area	Councils providing cost data	Councils providing FTE data
	n count	n count
Aerodromes	17	13
Aged Persons and Disabled	24	22
Agriculture	2	2
Beach Control and Maritime Activities	8	6
Camping Area and Caravan Parks	14	10
Children's Services	22	21
Cultural and Community Service Centres	38	37
Drainage and Stormwater Management	28	23
Emergency Services, Fire levy and Protection	20	14
Enforcement of Regs and Animal Control	44	44
Footpaths	24	17
Fuel & Energy	3	2
Governance and Administration	44	45
Health	19	15
Mining, Manufacturing & Construction	23	23
Other Community Amenities	31	29
Other Community Services and Education	35	34
Other Economic Affairs	40	41
Other Environment	39	39
Other Public Order and Safety	15	15
Other Transport Infrastructure	34	38
Parks and Gardens	44	45
Public Libraries	41	40
Roads & Bridges	44	45
Sewerage Services	26	24
Solid Waste Management	44	45
Sporting Grounds and Venues	37	36
Street Cleaning	21	19
Street Lighting	17	5
Swimming Pools	29	26
Town Planning	41	43
Water Supplies	19	19

Participating Councils

List of participating councils by jurisdiction

The table below shows the list of particpating councils in the FY22 LG Performance Excellence Survey Program:



New South Wales

1. Albury City Council
2. Ballina Shire Council
3. Bega Valley Shire Council
4. Bellingen Shire Council
5. Bland Shire Council
6. Byron Shire Council
7. Campbelltown City Council
8. Central Coast Council
9. Cessnock City Council
10. City of Newcastle
11. Coffs Harbour City Council
12. Eurobodalla Shire Council
13. Georges River Council
14. Gwydir Shire Council
15. Kempsey Shire Council
16. Lane Cove Council
17. Leeton Shire Council
18. MidCoast Council
19. Muswellbrook Shire Council
20. Narrandera Shire Council
21. Narromine Shire Council
22. Oberon Council
23. Parkes Shire Council
24. Port Macquarie-Hastings Council
25. Port Stephens Council
26. Queanbeyan-Palerang Regional Council
27. Singleton Council
28. Snowy Monaro Regional Council
29. Temora Shire Council
30. Tweed Shire Council
31. Willoughby City Council
32. Wollondilly Shire Council



Western Australia

1. City of Armadale
2. City of Canning
3. City of Gosnells
4. City of Joondalup
5. City of Kalgoorlie-Boulder
6. City of Kwinana
7. City of Nedlands
8. City of Rockingham
9. City of South Perth
10. City of Subiaco
11. City of Vincent
12. City of Wanneroo
13. Shire of Serpentine Jarrahdale

Contacts

PwC Contacts

The Local Government Performance Excellence Program FY22 is produced in conjunction with Local Government Professionals Australia, NSW and the results are analysed by PwC.



Stuart Shinfield
Partner
stuart.shinfield@pwc.com



Sarah Gibson
Managing Director
sarah.gibson@pwc.com



Adam Rowling
Senior Manager
adam.rowling@pwc.com



Joan Lee
Manager
joan.j.lee@pwc.com



Mayra Rabines Lara
Manager
mayra.rabines.lara@pwc.com



Shirley Xu
Consultant
shirley.b.xu@pwc.com



Mira Xu
Consultant
Mira.xu@pwc.com

Local Government Sector Contacts

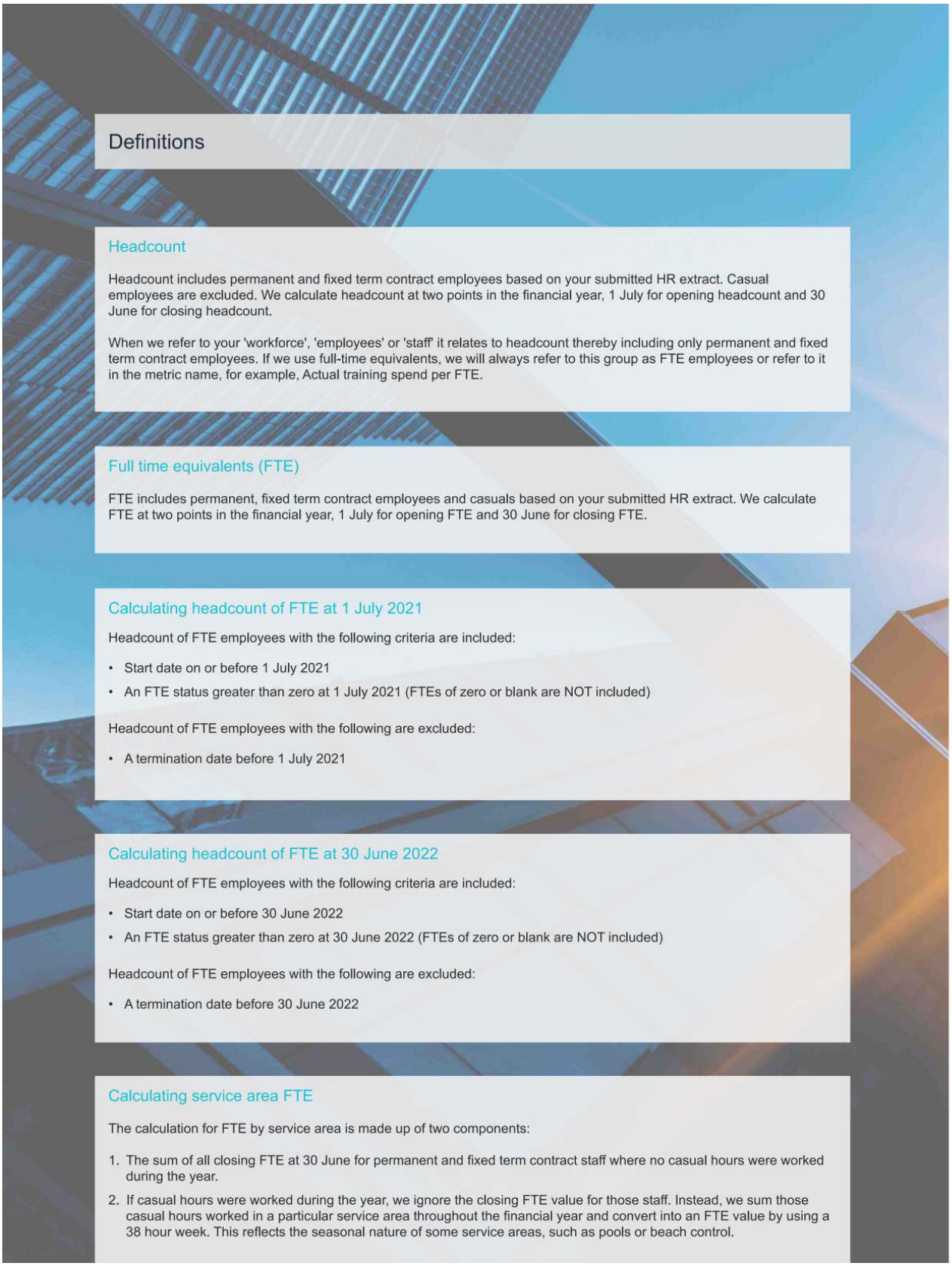


Vicki Mayo
Chief Executive Officer
LG Professionals Australia, NSW
vicki@lgprofessionals.com.au



Candy Choo
Chief Executive Officer
LG Professionals Australia, WA
candy@lgprofessionalswa.org.au

Definitions & Report References



Definitions

Headcount

Headcount includes permanent and fixed term contract employees based on your submitted HR extract. Casual employees are excluded. We calculate headcount at two points in the financial year, 1 July for opening headcount and 30 June for closing headcount.

When we refer to your 'workforce', 'employees' or 'staff' it relates to headcount thereby including only permanent and fixed term contract employees. If we use full-time equivalents, we will always refer to this group as FTE employees or refer to it in the metric name, for example, Actual training spend per FTE.

Full time equivalents (FTE)

FTE includes permanent, fixed term contract employees and casuals based on your submitted HR extract. We calculate FTE at two points in the financial year, 1 July for opening FTE and 30 June for closing FTE.

Calculating headcount of FTE at 1 July 2021

Headcount of FTE employees with the following criteria are included:

- Start date on or before 1 July 2021
- An FTE status greater than zero at 1 July 2021 (FTEs of zero or blank are NOT included)

Headcount of FTE employees with the following are excluded:

- A termination date before 1 July 2021

Calculating headcount of FTE at 30 June 2022

Headcount of FTE employees with the following criteria are included:

- Start date on or before 30 June 2022
- An FTE status greater than zero at 30 June 2022 (FTEs of zero or blank are NOT included)

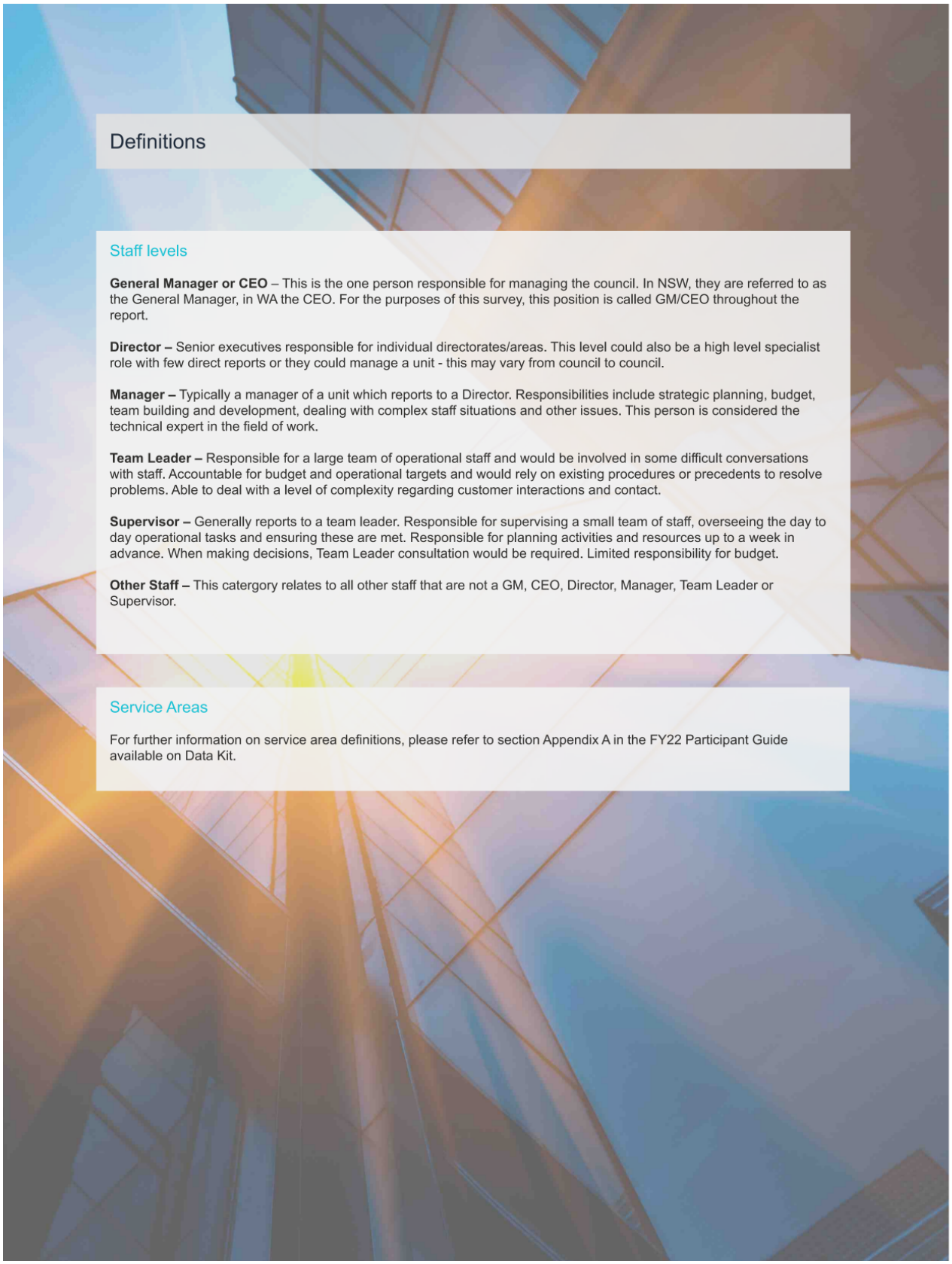
Headcount of FTE employees with the following are excluded:

- A termination date before 30 June 2022

Calculating service area FTE

The calculation for FTE by service area is made up of two components:

1. The sum of all closing FTE at 30 June for permanent and fixed term contract staff where no casual hours were worked during the year.
2. If casual hours were worked during the year, we ignore the closing FTE value for those staff. Instead, we sum those casual hours worked in a particular service area throughout the financial year and convert into an FTE value by using a 38 hour week. This reflects the seasonal nature of some service areas, such as pools or beach control.



Definitions

Staff levels

General Manager or CEO – This is the one person responsible for managing the council. In NSW, they are referred to as the General Manager, in WA the CEO. For the purposes of this survey, this position is called GM/CEO throughout the report.

Director – Senior executives responsible for individual directorates/areas. This level could also be a high level specialist role with few direct reports or they could manage a unit - this may vary from council to council.

Manager – Typically a manager of a unit which reports to a Director. Responsibilities include strategic planning, budget, team building and development, dealing with complex staff situations and other issues. This person is considered the technical expert in the field of work.

Team Leader – Responsible for a large team of operational staff and would be involved in some difficult conversations with staff. Accountable for budget and operational targets and would rely on existing procedures or precedents to resolve problems. Able to deal with a level of complexity regarding customer interactions and contact.

Supervisor – Generally reports to a team leader. Responsible for supervising a small team of staff, overseeing the day to day operational tasks and ensuring these are met. Responsible for planning activities and resources up to a week in advance. When making decisions, Team Leader consultation would be required. Limited responsibility for budget.

Other Staff – This catergory relates to all other staff that are not a GM, CEO, Director, Manager, Team Leader or Supervisor.

Service Areas

For further information on service area definitions, please refer to section Appendix A in the FY22 Participant Guide available on Data Kit.

Report References

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(9) Workplace Gender Equality Agency, 2020, 'Women in leadership: Lessons from Australian companies leading the way'

Report References

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(14) Workplace Gender Equality Agency, 2016, 'Supporting careers: mentoring or sponsorship?'

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(18)(25)(31) PwC, 2022, 'Balancing Act: The New Equation in hybrid working'

Report References

(24)(29) PwC, 2021, 'The Future of Work: What workers want: Winning the war for talent'

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(28) strategy+business, 2017, 'Getting to the Critical Few Behaviors That Can Drive Cultural Change'

(32) PwC, 2021, 'How the best boards approach CEO succession planning'

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(35) PwC 2021 Finance Effectiveness Benchmark Study

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(52) PwC, n.d. 'Ensuring your organisation is data breach ready'

Report References

(53) PwC, 2020, 'Cyber attacks: 5 key questions when you're facing a potential breach'

(55)(57) PwC, 2020, 'After the storm: What your tech, legal and risk functions should do after a cyber attack'

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8.6 INFORMATION BULLETIN

Attachments:

1. **Minutes of the Tamala Park Regional Council Meeting held on 16 February 2023**
2. **Unconfirmed Minutes of the Mindarie Regional Council meeting held on 23 February 2023**
3. **Statistics for Development Services Applications as at the end of January 2023**
4. **Register of Legal Action and Prosecutions Monthly - Confidential**
5. **Register of Legal Action - Orders and Notices Quarterly - Confidential**
6. **Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 23 February 2023**
7. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
8. **Register of Applications Referred to the Design Review Panel - Current**
9. **Register of Petitions - Progress Report - February 2023**
10. **Register of Notices of Motion - Progress Report - February 2023**
11. **Register of Reports to be Actioned - Progress Report - February 2023**
12. **Council Workshop Items since 30 November 2022**
13. **Council Meeting Statistics**
14. **Council Briefing Notes - 7 February 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated March 2023.

TAMALA PARK REGIONAL COUNCIL
Building a sustainable community

Meeting of Council

Thursday 16 February 2023

MINUTES

City of Stirling
25 Cedric Street, Stirling

Constituent Members:
Cities of Perth, Joondalup, Stirling, Vincent, and Wanneroo
Towns of Cambridge and Victoria Park

TABLE OF CONTENTS

MEMBERSHIP 4
1. OFFICIAL OPENING 6
2. APOLOGIES AND LEAVE OF ABSENCE....6
3. DISCLOSURE OF INTERESTS 6
4. PUBLIC STATEMENT/QUESTION TIME....6
5. ANNOUCEMENTS BY CHAIR (WITHOUT DISCUSSION) 6
6. PETITIONS....6
7. CONFIRMATION OF MINUTES....6
7A BUSINESS ARISING FROM MINUTES 7
8. ADMINISTRATION REPORTS AS PRESENTED 7
8.1 BUSINESS REPORT – FOR MONTH ENDING 31 JANUARY 2023....7
8.2 PROJECT FINANCIAL REPORT – DECEMBER 2022 7
8.3 STATEMENT OF FINANCIAL ACTIVITY FOR DECEMBER 2022....7
8.4 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR DECEMBER 2022....7
8.5 SALES AND SETTLEMENT REPORT – MONTH ENDING 31 JANUARY 2023 ..8
8.6 CATALINA GREEN DEVELOPMENT STRATEGY 8
8.7 CATALINA BEACH CONCEPT PLAN....8
8.8 REVIEW OF TAMALA PARK REGIONAL COUNCIL ESTABLISHMENT AGREEMENT 8
8.9 STATEMENT OF FINANCIAL ACTIVITY FOR JANUARY 2023....9
8.10 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR JANUARY 2023 9
8.11 POLICY: PAYMENTS/GIFTS TO EMPLOYEES AND COUNCILLORS WHEN LEAVING THE TPRC....9
8.12 CHANGE OF COUNCIL MEETING DATE – OCTOBER 2023 10
8.13 ADDITION OF MEMBERS TO THE MANAGEMENT COMMITTEE....10
9. COMMITTEE REPORTS 10
AUDIT and RISK COMMITTEE (13 FEBRUARY 2023)....10
9.1 TPRC FYE 2023 BUDGET REVIEW....10
9.2 COMPLIANCE AUDIT RETURN FOR YEAR ENDED 31 DECEMBER 2022 11
10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN 11
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAVE BEEN GIVEN 11
12. URGENT BUSINESS APPROVED BY THE CHAIR....11
13. GENERAL BUSINESS....11
14. DECISION TO MOVE TO CONFIDENTIAL SESSION....11

14.1 LANDSCAPE MAINTENANCE TENDER 06/2022 12
14.2 UPDATED CATALINA ANNUAL MARKETING PLAN FYE 2023 13
14.3 DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE 13
14.4 CYBER SECURITY REVIEW....13
15. FORMAL CLOSURE OF MEETING....14

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Alaine Haddon-Casey	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale (DEPUTY CHAIR) Cr Bianca Sandri (CHAIR) Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

PRESENT

Chair	Cr Bianca Sandri
Deputy Chair	Cr Suzanne Migdale
Councillors	Cr John Chester Cr Brent Fleeton Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker (*from 6:15pm)* Cr Karlo Perkov Cr Ashley Wallace
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Mr Daniel Govus (Senior Governance Officer – City of Stirling) Ms Regan Clyde (Senior Governance Officer – City of Stirling)
Apologies Councillors	Cr Brett Treby
Leave of Absence	Nil
Absent	Cr Alaine Haddon-Casey
Consultants	Mr Noel Ryan (Satterley Property Group) Mr Drew Tomkins (Satterley Property Group) Mr Alan Abel (Satterley Property Group)
Apologies Participant Councils' Advisers	Mr Kelton Hincks (Town of Cambridge) Mr Mat Humfrey (City of Joondalup) Mr David MacLennan (City of Vincent) Mr Daniel Simms (City of Wanneroo) Ms Michelle Reynolds (City of Perth) Mr Anthony Vuleta (Town of Victoria Park) Mr Stuart Jardine (City of Stirling)
In Attendance Participant Councils' Advisers	Mr Stevan Rodic (City of Stirling)
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

The Chair declared the meeting open at 6:01pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr Brett Treby
Absent: Cr Alaine Haddon-Casey

Leave of Absence

The Chair noted the following leave had been approved at the Audit and Risk Committee Meeting held 13 February 2023:

1. Cr Tony Krsticevic for the period 30 August 2023 to 18 October 2023 inclusive.
2. Cr Karlo Perkov for the period 9 July 2023 to 11 August 2023 inclusive.

3. DISCLOSURE OF INTERESTS

Nil

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUCEMENTS BY CHAIR (WITHOUT DISCUSSION)

The Chair wished all Councillors a happy new year, noting this was the first in-person meeting in some time. The Chair reminded Councillors that a Strategic Workshop would take place after this Meeting.

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

Moved Cr Migdale, Seconded Cr Jones.

That the minutes of the Ordinary Meeting of Council of 8 December 2022 and the minutes of the Special Meeting of Council of 15 December 2022 be CONFIRMED as a true and accurate record of proceedings.

The Motion was put and declared CARRIED (9/0).

7A BUSINESS ARISING FROM MINUTES

Nil

8. ADMINISTRATION REPORTS AS PRESENTED

8.1 BUSINESS REPORT – FOR MONTH ENDING 31 JANUARY 2023

Moved Cr Chester, Seconded Cr Migdale.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report for the month ending 31 January 2023.

The Motion was put and declared CARRIED (9/0).

8.2 PROJECT FINANCIAL REPORT – DECEMBER 2022

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council RECEIVES the Project Financial Report (December 2022) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.3 STATEMENT OF FINANCIAL ACTIVITY FOR DECEMBER 2022

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 December 2022.

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.4 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR DECEMBER 2022

Moved Cr Wallace, Seconded Cr Krsticevic.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for December 2022:**

   December 2022 - $12,202,705.55

2. APPROVES the CEO Credit Card Statement for December 2022.

The Motion was put and declared CARRIED (9/0).

8.5 SALES AND SETTLEMENT REPORT – MONTH ENDING 31 JANUARY 2023

Moved Cr Chester, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report for the month ending 31 January 2023.

The Motion was put and declared CARRIED (9/0).

8.6 CATALINA GREEN DEVELOPMENT STRATEGY

Moved Cr Wallace, Seconded Cr Ife.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES the Satterley Property Group advice dated 13 January 2023 regarding its review of the Catalina Green Development Strategy.**
2. **SUPPORTS the gravity-sewer option for Catalina Green, therefore amending the previous sewer strategy.**
3. **SUPPORTS the updated Concept Plan and revised staging approach for the balance future development in Catalina Green – Option 1, as appended to Satterley's advice letter of 13 January 2023.**

The Motion was put and declared CARRIED (9/0).

8.7 CATALINA BEACH CONCEPT PLAN

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council APPROVES the use of the Catalina Beach Concept Plan (Niche Planning Studio Option 5b) to guide the planning and delivery of development of the Plan area.

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.8 REVIEW OF TAMALA PARK REGIONAL COUNCIL ESTABLISHMENT AGREEMENT

Moved Cr Migdale, Seconded Cr Krsticevic.

[The recommendation in the agenda]

That Council:

1. **SUPPORT modifying the Tamala Park Regional Council Establishment Agreement (EA) as detailed in Attachment 2 of this report.**

2. **REQUEST that all Member Councils consider the proposed amendments to the EA.**

3. **Subject to all Member Councils supporting the changes to the EA, REQUEST that the Minister for Local Government approve the proposed amendments to the agreement.**

The Motion was put and declared CARRIED (9/0).

8.9 STATEMENT OF FINANCIAL ACTIVITY FOR JANUARY 2023

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 January 2023.

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.10 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR JANUARY 2023

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for January 2023:**

   January 2023 - $1,562,955.38

2. **APPROVES the CEO Credit Card Statement for January 2023.**

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.11 POLICY: PAYMENTS/GIFTS TO EMPLOYEES AND COUNCILLORS WHEN LEAVING THE TPRC

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That Council APPROVES the Payments to Employees in Addition to Contract or Award Policy (February 2023).

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.12 CHANGE OF COUNCIL MEETING DATE – OCTOBER 2023

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council APPROVE that the October 2023 Ordinary Council meeting be held on 12 October 2023 at the City of Stirling at 6:00pm and that the meeting date be advertised as required by the *Local Government Act 1995*.

The Motion was put and declared CARRIED (9/0) by exception resolution.

8.13 ADDITION OF MEMBERS TO THE MANAGEMENT COMMITTEE

Moved Cr Migdale, Seconded Cr Krsticevic.

[The recommendation in the agenda]

That the Council APPOINTS Councillor Ashley Wallace to the Management Committee by absolute majority.

The Motion was put and declared CARRIED (9/0) by ABSOLUTE MAJORITY.

9. COMMITTEE REPORTS

AUDIT and RISK COMMITTEE (13 FEBRUARY 2023)

9.1 TPRC FYE 2023 BUDGET REVIEW

Moved Cr Wallace, Seconded Cr Krsticevic.

[The recommendation in the agenda]

That the Council ADOPTS the Budget Review with the variations for the period 1 July 2022 to 30 June 2023, as detailed in the Budget Analysis Worksheet attached to Appendix 9.1.

The Motion was put and declared CARRIED (9/0) by ABSOLUTE MAJORITY.

At 6:15pm Councillor Glynis Parker entered the meeting during consideration of Item 9.2.

9.2 COMPLIANCE AUDIT RETURN FOR YEAR ENDED 31 DECEMBER 2022

Moved Cr Migdale, Seconded Cr Perkov.

[The recommendation in the agenda]

That the Council recommends the Compliance Audit Return for the Tamala Park Regional Council for the year ended 31 December 2022 be ADOPTED, RECORDED in the minutes, CERTIFIED and SENT to the Director General of the Department of Local Government, Sport and Cultural Industries, in accordance with the *Local Government Act 1995* and Regulations.

The Motion was put and declared CARRIED (10/0).

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAVE BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

13. GENERAL BUSINESS

Nil

14. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Migdale, Seconded Cr Ife.

That

1. **Item 14.1 – TPRC LANDSCAPE MAINTENANCE TENDER 06/2022 be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(d) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and

   e) A matter that if disclosed would reveal –
   ii) information that has commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person

   where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

2. **Item 14.2 – UPDATED CATALINA ANNUAL MARKETING PLAN FYE 2023 be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   (c) a contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
   (e) a matter that if disclosed would reveal –
      i) a trade secret; or
      ii) information that has a commercial value to a person; or
      iii) information about the business, professional, commercial or financial affairs of a person.

3. **Item 14.3 – DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   (c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
   (e) A matter that if disclosed would reveal –
      ii) information that has commercial value to a person; or
      iii) information about the business, professional, commercial or financial affairs of a person.

4. **Item 14.4 – CYBER SECURITY REVIEW be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   (f) a matter that if disclosed, could be reasonably expected to (section 5.23(2)(f)):
      (ii) endanger the security of the local government's property.

The Motion was put and declared CARRIED (10/0).

At 6:17pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 14.1.

Representatives from Satterley Property Group left the room.

14.1 LANDSCAPE MAINTENANCE TENDER 06/2022

Moved Cr Migdale, Seconded Cr Wallace.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (10/0).

14.2 UPDATED CATALINA ANNUAL MARKETING PLAN FYE 2023

Moved Cr Migdale, Seconded Cr Jones.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (10/0).

14.3 DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE

Moved Cr Perkov, Seconded Cr Ife.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (10/0).

14.4 CYBER SECURITY REVIEW

Moved Cr Migdale, Seconded Cr Krsticevic.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(f) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (10/0).

Moved Cr Migdale, Seconded Cr Jones.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (10/0).

At 6:22pm the meeting was reopened to the public.

15. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 6:22pm.

MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

23 FEBRUARY 2023

CITY OF JOONDALUP

CONTENTS

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS 3
2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE 3
3 DECLARATION OF INTERESTS 4
4 PUBLIC QUESTION TIME 4
5 ANNOUNCEMENT BY THE PRESIDING PERSON 4
6 APPLICATION FOR LEAVE OF ABSENCE 4
7 PETITIONS/DEPUTATIONS/PRESENTATIONS 4
8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 5
8.1 ORDINARY COUNCIL MEETING – 15 DECEMBER 2022 5
9 CHIEF EXECUTIVE OFFICER REPORTS 6
9.1 FINANCIAL STATEMENTS FOR THE MONTH ENDED 6
31 DECEMBER 2022 AND 31 JANUARY 2023 6
9.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 9
31 DECEMBER 2022 AND 31 JANUARY 2023 9
9.3 2022/23 MID YEAR BUDGET REVIEW 11
9.4 ADOPTION OF 2022 COMPLIANCE AUDIT RETURN 15
10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 74 19
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 19
12 URGENT BUSINESS 19
13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 19
14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 21
14.1 AUDIT AND RISK COMMITTEE CONFIDENTIAL DOCUMENTS 21
15 NEXT MEETING 22
16 CLOSURE 22

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.30 pm

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillor Attendance

Cr K Vernon (Chair)	Town of Victoria Park
Cr A Jacob (Deputy Chair)	City of Joondalup
Cr L Gobbert, JP	City of Perth
Cr C Hatton	City of Stirling
Cr E Re	City of Stirling
Cr S Proud, JP	City of Stirling
Cr Lisa Thornton	City of Stirling
Cr A Castle	City of Vincent
Cr F Cvitan, JP	City of Wanneroo
Cr P Miles	City of Wanneroo
Cr K Shannon	Town of Cambridge

MRC Officers

Mr S Cairns (Chief Executive Officer)
Ms A Arapovic (Finance Manager)
Mr A Griffiths (Project and Procurement Manager)
Mr M Hattingh (Operations Manager)
Ms S Cherico (Human Resources Officer)
Ms D Toward (Executive Support)

Apologies

Cr J Ferrante	City of Stirling

Approved leave of absence

Nil

Member Council Observers

Mr N Claassen	City of Joondalup
Ms C O'Neill	City of Joondalup
Mr G Taylor	City of Perth
Mr A Murphy	City of Stirling
Mr R Bryant	City of Stirling
Mr P Varris	City of Vincent
Mr H Singh	City of Wanneroo
Mr A Kowero	City of Wanneroo
Mr J Wong	Town of Victoria Park

Visitors

Nil

3 DECLARATION OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Public question time opened at 6.32 pm
There were no members of the public present.
Public question time closed at 6.32 pm

5 ANNOUNCEMENT BY THE PRESIDING PERSON

The Chair announced the appointment of Mr Morné Hattingh, Operations Manager.

6 APPLICATION FOR LEAVE OF ABSENCE

Nil

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 15 DECEMBER 2022

The Minutes of the Ordinary Council Meeting held on 15 December 2022 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 15 December 2022 be confirmed as a true record of the proceedings.

Moved Cr Hatton, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

9 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 DECEMBER 2022 AND 31 JANUARY 2023
Reference:	**GF-21-0000196**
Appendix(s):	**Appendix No. 1, 2 and 3**
Date:	**10 February 2022**
Responsible Officer:	**FINANCE MANAGER**

SUMMARY
The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

BACKGROUND
Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Statement by Comprehensive Income by Nature and Type
- Operating Income Statement by Program
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activities
- Tonnage Report

DETAIL
The Financial Statements for the month ended 31 December 2022 and 31 January 2023 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the two months to 31 January 2023 is attached at **Appendix No. 3.**

The complete suite of Financial Statements which includes the Income Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

Summary of results for the year to date period ended 31 January 2023

	YTD Budget	YTD Actual	Variance
	t	t	t
Tonnes – Members	104,558	104,468	(90)
Tonnes – Others	19,518	31,499	11,981
TOTAL TONNES	**124,076**	**135,967**	**11,891**
	$	$	$
Revenue – Members	18,518,210	20,059,357	1,541,147
Revenue – Other	2,913,074	3,357,091	444,016
TOTAL REVENUE	21,431,284	23,416,448	1,985,163
Expenses	(20,802,832)	(21,320,511)	(517,680)
NET SURPLUS/(DEFICIT)	**628,452**	**2,095,937**	**1,467,483**

Members
Members tonnages for the financial period ended 31 January 2023 were 90 tonnes below budget.

Trade & Casuals
The Casual and Trade tonnages are 11,981 tonnes higher than forecast for the financial year to date. 12,120 tonnes delivered through the discounted rate waste tender.

Overall tonnages for the financial period ended 31 January 2023 were 11,891 tonnes more than budgeted.

The net result variance against budget of $1,467,483 is attributable to increased tonnages above budgeted forecast abated by increased landfill levy costs and amortisation for cell development.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 December 2022 and 31 January 2023.

Moved Cr May, seconded Cr Hatton
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

9.2	**LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 31 DECEMBER 2022 AND 31 JANUARY 2023**
File No:	**GF-21-0000196**
Appendix(s):	**Appendix No. 4 and 5**
Date:	**10 February 2023**
Responsible Officer:	**Finance Manager**

SUMMARY
The purpose of this report is to provide details of payments made during the periods identified above. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

COMMENT
The lists of payments for the months ended 31 December 2022 and 31 January 2023 is at **Appendix 4 and 5** to this Item and presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 16 September 2021, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

Months Ended	**Account**	**Vouchers**	**Amount**
31 December 2022	General Municipal	Cheques	$1,038.00
		EFT	$1,162,527.57
		DP	$3,529,755.97
		Inter account transfers	$0.00
		Total	**$4,693,321.54**
31 January 2023	General Municipal	Cheques	$520.00
		EFT	$4,805,749.57
		DP	$350,435.35
		Inter account transfers	$0.00
		Total	**$5,156,704.92**

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 December 2022 and 31 January 2023.

Moved Cr Miles, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

9.3	**2022/23 MID YEAR BUDGET REVIEW**
File No:	**GF-21-0000172**
Appendix(s):	**Appendix No. 6 and 6a**
Date:	**23 February 2023**
Responsible Officer:	**Finance Manager**

PURPOSE
To consider the Mindarie Regional Council's financial position as at 31 December 2022 and performance for the period 1 July 2022 to 31 December 2022 in relation to the adopted budget and projections estimated for the reminder of the financial year.

BACKGROUND
The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

Financial Management Regulations (FMR) r.33A (1) requires that between 1 January and 31 March in each financial year, a Local Government is to carry out a review of its annual budget for the year.

FMR r.33 (2A) requires the review of an annual budget for a financial year to:
Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
Consider the local government's position as at the date of the review; and
Review the outcomes for the end of the financial year to be part of the review

FMR r.33A (2) and (3) require the results of the budget review to be presented to Council within 30 days of the review being completed. Council is then to consider the review submitted to it and resolve (by absolute majority) to adopt the review or not and any recommendations associated with the review.

FRM r.33A (4) requires that after the Council has dealt with the review a copy of the determination (Council minutes) must be provided to the Department within 30 days.

DETAILS
Council operations have been conducted in line with the Adopted Budget for 2022/23.
The budget review statements that form part of this report have been based on the financial statements by nature and type/program on the actual expenditure and variations from the adopted budget which have been presented during the financial year to the ordinary council meetings.

This report provides information based on the six-month period from 1 July to 31 December 2022.

The budget review reflects a view on the full year financial position of the Mindarie Regional Council and highlights:

- those items that reflect significant predicted variances to budgeted allocations, and
- the anticipated revised financial projections to 30 June 2023.

The tonnes have marginally changed from the originally budgeted tonnage, the projections are summarised in the table below. The Members' gate fee will remain at $145.00 per tonne for the remainder of the financial year, with no change to either the non-members gate fee or Casuals.

	Tonnage Budget 2022/23	Tonnage Projected 2022/23	Tonnage Variance
City of Perth	13,500	11,950	(1,550)
City of Wanneroo	55,000	54,000	(1,000)
City of Joondalup	33,680	32,710	(970)
City of Stirling	47,500	52,700	5,200
City of Cambridge	6,025	6,020	(5)
City of Vincent	7,250	5,400	(1,850)
Town of Victoria Park	12,000	9,768	(2,232)
Total Member Charges	**174,955**	**172,548**	**(2,407)**
Casuals			
Casuals	13,000	13,000	-
Trade	3,400	4,050	650
Trade Discount	15,000	30,000	15,000
Total Casuals	**31,400**	**47,050**	**15,650**
TOTAL	**206,355**	**219,598**	**13,243**

The Income Statement reflects the Adopted Budget and Actual Expenditure to 31 December 2022 and Projected expenditure to 30 June 2023, as well as the projected capital expenditure is enclosed as **Appendix 1** of this report.

The materiality threshold for 2022/23 mid-year budget variances has been set at a lower level than the monthly reporting threshold in order to enable greater transparency of information. This report provides comments only on those items which have a projected variance of over 10% and greater than $50k. In some instances, although the variance is outside of these parameters due to the significance of the item, comments may still be provided. This report will also address the budget adjustments identified in this review.

OPERATING REVENUE

FEES AND CHARGES
The overall revenue is expected to increase by $2.96m from a budget deficit $0.84m to a forecast profit $2.1m. The major contributor is mostly non-member charges, due to negotiated discounted short term waste contracts. The proposed budget adjustments recognise variances expected at year end.

INTEREST EARNINGS
Since May 2022, the Reserve Bank has raised the cash rate on nine consecutive occasions, taking it from a record low 0.1 per cent to 3.35 per cent. Projections to the end of June reflect an expected revenue at $1.3m.

OTHER REVENUE
Net adjustment between reduced revenue for Compost revenue, Mattress charges and unbudgeted receipt of rebate from the LGIS $13k.

OPERATING EXPENDITURE

EMPLOYEE COSTS
Employee costs are expected to be slightly higher than the budget, this projection comes from the establishment of two new positions, a dedicated Project Manager and Project Technical Assistant required to continue work on strategic projects such as WtE and FOGO. Additionally, the contract employee engaged at the RRF facility was extended from six to twelve months.

MATERIAL AND CONTRACTS
This area overall is estimated to close the financial year at a higher cost than the adopted budget. An outcome expected as a result of strategic projects WtE and FOGO that will see an increase in costs necessary for the additional modelling and expression of interest/tender process. Funding has been considered to complete integrated planning and reporting resourcing documents by 30 June 2023.

Within office expenditure funding for Green deal alliance of $40k has been recognised as well as projected development cost for the MRC Website. The upgrade of the Chemcapture system is projected at $60k and is expected to enhance its performance and options for usage. Purchase of Council meeting equipment is also planned at projected $50k cost, both estimates are included within IT expenditure.

UTILITIES
During the 2022/23 budget adoption, Council rates for RRF facility have been omitted. The projection reflects variation in costs expected at year end.

DEPRECIATION (NON-CURRENT ASSETS)
The revaluation of land, building and infrastructure performed as part of the year end audit changed the opening balance of the MRC's assets, directly impacting depreciation expense against the budget adopted for 2022/23. Budget adjustment is proposed to recognise expected variances and position at 30 June 2023.

INSURANCE
Insurance renewal for the Resource Recovery Facility Agreement (RRFA) was completed in December reducing the premium by $542k which is reflected in the projection and budget adjustment proposal.

CAPITAL EXPENDITURE
No variance to report, potential carry forward from $6.9m for the installation of Piggy Back Liner and Capping and revegetation of western batter is expected at this stage.

TRANSFER TO/FROM RESERVES (RESTRICTED ASSETS)
Capital Reserve balance at year end is expected as per adopted budget, no material variance to report. The overall capital budget is however lower than anticipated due to a delay in two Landfill infrastructure projects.

The rehabilitation estimates are periodically reviewed by an external consultant. The Site Rehabilitation reserve, as budgeted is expected to have an estimated balance of $9.8m at the

year-end however, the provision as a result of the annual audit require at least $17.8m in the reserve. Consideration to manage funds into the reserve will be proposed as part of budgeting process deliberations.

COMMENT
As outlined above, there will be no changes made to the members' or non-members' gate fees.

CONSULTATION
Member Councils in relation to tonnage forecast for the remainder of the 2022/23 financial year.

STATUTORY ENVIRONMENT
This review is required to comply with regulation 33A of Local Government (Financial Management) Regulations 1996.

Section 6.8(1) (b) of the Local Government Act 1995 sets out a local government is not to incur expenditure for an additional purpose (where no estimate has been included in the annual budget) prior to being authorised in advance by an absolute majority of Council. For compliance with LGA S6.8, a separate resolution to the budget review should be passed for amendments to the budget.

STRATEGIC IMPLICATIONS
The 2022/23 mid-year budget review has been developed having regard for the objectives and actions outlined in the MRC's integrated planning and reporting documents adopted by Council.

FINANCIAL IMPLICATIONS
The significant financial implications have been detailed in the report.

VOTING REQUIREMENT
Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Adopt the 2022/23 mid-year budget review as presented.
2. Approve the adjustments to the 2022/2023 MRC Budget as detailed in this report and attachment, in accordance with section 6.8(1) of the Local Government Act 1995.

Moved Cr Vernon, seconded Cr Hatton
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

9.4	ADOPTION OF 2022 COMPLIANCE AUDIT RETURN
File No:	**GF-22-0000196**
Appendix(s):	**Appendix 7**
Date:	**13 February 2023**
Responsible Officer:	**Chief Executive Officer**

SUMMARY
The purpose of this report is to provide Council with information on the completed Compliance Audit Return (1 January 2022 – 31 December 2022).

BACKGROUND
The 2022 Local Government Compliance Audit Return (CAR) covers the calendar year from 1 January to 31 December 2022.

The 2022 Compliance Audit Return is mandatory pursuant to the *Local Government (Audit) Regulations 1996* which requires all local governments to complete a Compliance Audit Return annually.

Local governments not only have to explain or qualify cases of non-compliance, but also provide details of any remedial action taken or proposed to be taken in regard to instances of non-compliance. The Administration has completed the Return.

The Return was placed on the agenda for the Audit and Risk Committee meeting on 15 February 2023 for consideration. The Return should be lodged with the Department of Local Government before 31st March, 2023.

DETAIL
The Compliance Audit covers a range of matters that require specific actions to be completed by Local Government authorities in performing their functions.

The Compliance Audit Return requires the responsible officer to indicate against each item whether the required action is relevant to Mindarie Regional Council (MRC) and if it has been completed by either answering;
(a) Yes; or
(b) No; or
(c) N/A – Not applicable

Local Governments are required to provide feedback or comments on areas of non-compliance. This assists the Department of Local Government to have a better understanding of any problems or issues relating to a Local Government's inability to achieve full compliance in a particular area.
The Compliance Audit Return for calendar year 2022 is at ***Appendix 7.***

The Local Government is to submit the Compliance Audit Return to its Audit and Risk Committee for consideration so that it has the opportunity to examine the Return and report to council the results of that review.

A joint certification is also required to be completed by the Chairperson and Chief Executive Officer to the effect that the information contained in the Return is true and correct to the best of their knowledge. Several other requirements must be met in the Return process and these include: -

- The particulars of all matters of concern raised by Council should be recorded in the minutes of the meeting and a copy of the relevant page(s) attached to the Compliance Audit Return as an appendix; and

- The completed Compliance Audit Return and appendices should be forwarded to the Director General of the Department of Local Government by 31 March 2023.

The Section dealing with the Joint Certification by the Chairperson and Chief Executive Officer requires inter alia that:

- each Councillor has had the opportunity to review the return and to make comment to the Council;
- particulars of any matters of concern relating to the return have been recorded in the minutes of the meeting; and
- a true and correct copy of the relevant sections of the minutes covering Council's consideration of the return must be attached to it.

The Audit and Risk Committee, at its meeting on 15 February 2023, considered the Return and resolved the following:

That the Audit and Risk Committee recommends that Council endorse the Compliance Audit return for the 2022 calendar year, as presented, subject to the following amendments:
1) Question 21, in 'disclosure of interests', now has two parts, the answer to which is "Yes".
2) Question 4, in 'finance', now has a mandatory comments field, the comments are:
"Audit Report pertaining to FY2021 had 6 findings. 5 out of the 6 findings and recommendations have been resolved (ref Exit meeting doc 1 Dec 2022). One finding is deferred to 2023/24 (the date for review of the LTFP and the AMP has been deferred to 30 June 2023, to coincide with the new SCP)."

CONSULTATION
Nil

STATUTORY ENVIRONMENT
Regional Councils are required to carry out a Return in accordance with the Local Government (Audit) Regulations 1996. The requirements set for the Return are contained in s.14 and 15 of the Regulations, which read as follows:

*"**14. Compliance audits by local governments***

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —

(a) presented to the council at a meeting of the council; and

(b) adopted by the council; and

(c) recorded in the minutes of the meeting at which it is adopted.

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and

(b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) In this regulation —

***certified** in relation to a compliance audit return means signed by —*

(a) the mayor or president; and

(b) the CEO.

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

STRATEGIC IMPLICATIONS
Nil

COMMENT
In order to comply with Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* it is necessary for the MRC to complete the Local Government Compliance Audit Return in the form approved by the Minister.

The results contained in the Compliance Audit Return required by the Department of Local Government for the period 1 January to 31 December 2022 indicates that the Council is continuing to operate within the Local Government Legislative requirements.
The Audit and Risk Committee, at its meeting held on 15 February 2023, recommended that the Council adopts the Compliance Audit Return.

It is recommended that the Return be adopted by the Council and that the component comprising the form approved by the Minister be certified by the Chairperson and Chief Executive Officer and be forwarded to the Director General, Department of Local Government.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. **adopt the Local Government Compliance Audit Return in the form approved by the Minister for the period 1 January to 31 December 2022 as contained within the Appendices in accordance with the provisions of *Regulation 14(3) of the Local Government (Audit) Regulations 1996* and in line with the recommendation from the Audit and Risk Committee;**

2. **authorise the Chairperson and the Chief Executive Officer to complete the Joint Certification contained in the adopted Return detailed in (1) above; and**

3. **authorise the Chief Executive Officer to submit the adopted Return detailed in (1) to the Director General, Department of Local Government.**

Moved Cr Vernon, seconded Cr Jacob
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 74

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 74 be received.

Moved Cr Cvitan, seconded Cr Proud
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

In accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, the Chair requests the Council to meet "behind closed doors" to allow the Council to consider item 14.1 as the items are of a confidential nature.

No members of the public were present in the gallery.

Moved Cr Vernon, seconded Cr Jacob
Procedural Motion
1. Closes the meeting to the members of the public at 6.45 pm to consider item 14.1 in accordance with Section 5.23 of the *Local Government Act 1995*.
2. Permits the MRC Chief Executive Officer and MRC staff to remain in the chamber during discussion for item 14.1.

(CARRIED UNANIMOUSLY 12/0)

Doors closed at 6.45 pm

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (c) of *The Local Government Act 1995* as the report deals with matters concerning risk.	
14.1	**AUDIT AND RISK COMMITTEE CONFIDENTIAL DOCUMENTS**
File No:	**GF-22-000070**
Attachment(s):	**Nil**
Date:	**16 February 2023**
Responsible Officer:	**Chief Executive Officer**

AUDIT AND RISK COMMITTEE RECOMMENDATION:

That Council:

1. Endorses the CEO's Review of Risk Management, Internal Controls and Legislative Compliance version 13 February 2023, as presented, "subject to the following amendment at attachment 4a on page 17, delete the words "at least every 5 years" and insert the words "as required if there are changes in the conditions".

2. Endorses the CEO's Review of the High Risk Register as reviewed on 24 November 2022, as presented.

Moved Cr Vernon, seconded Cr Miles
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 12/0)

Moved Cr Vernon, seconded Cr Cvitan
Procedural Motion:
That Council:

- **Reopen the meeting to members of the public at 6.46 pm**

To re-open the meeting to the public
(CARRIED UNANIMOUSLY 12/0)

Doors re-opened at 6.47 pm, the Chair declared the meeting re-opened. As there were no members of the public present, the Chair noted the resolutions passed behind closed doors

15 NEXT MEETING

The next Ordinary Council meeting is to be held on Thursday 27 April 2023 at the City of Wanneroo commencing at 6.30 pm.

16 CLOSURE

The Chair closed the meeting at 6.47pm and thanked the City of Joondalup for their hospitality and use of their meeting facilities.

Signed ……..……Chair

Dated……day of ……...2023

Statistics for Development Applications
As at the end of January 2023

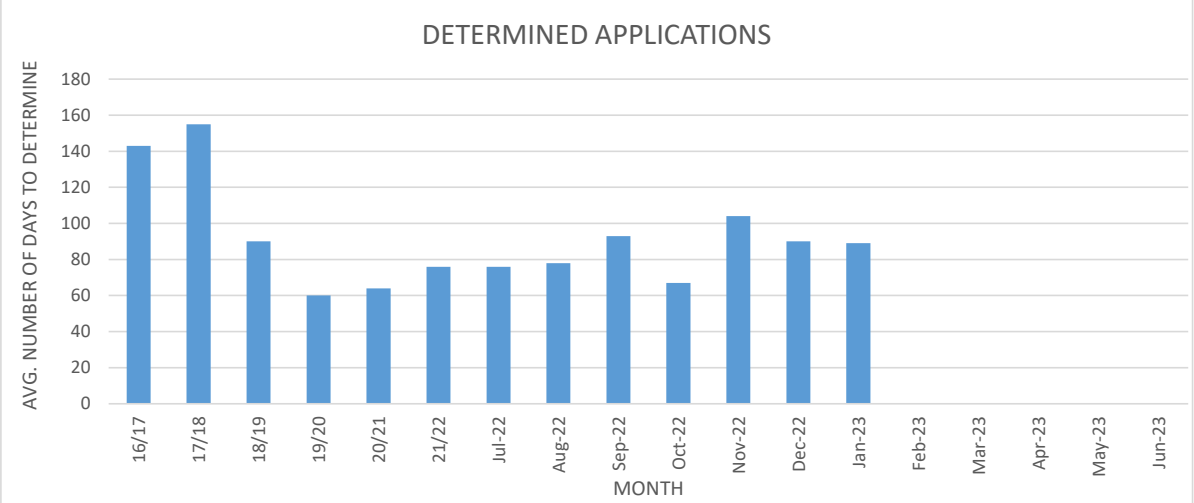


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2021.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Minimum	7	1	0	0	0	1	9	15	51	6	49	9	21					
Average	143	155	85	60	64	76	76	78	101	67	104	90	89					
Maximum	924	1008	787	499	268	298	155	136	212	111	168	205	167					

	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's Determined	31	27	31	19	12	31	11					
Value of Determined DA's (in millions)	4.28	31	69.8	3.01	53.4	145.4	2.25					

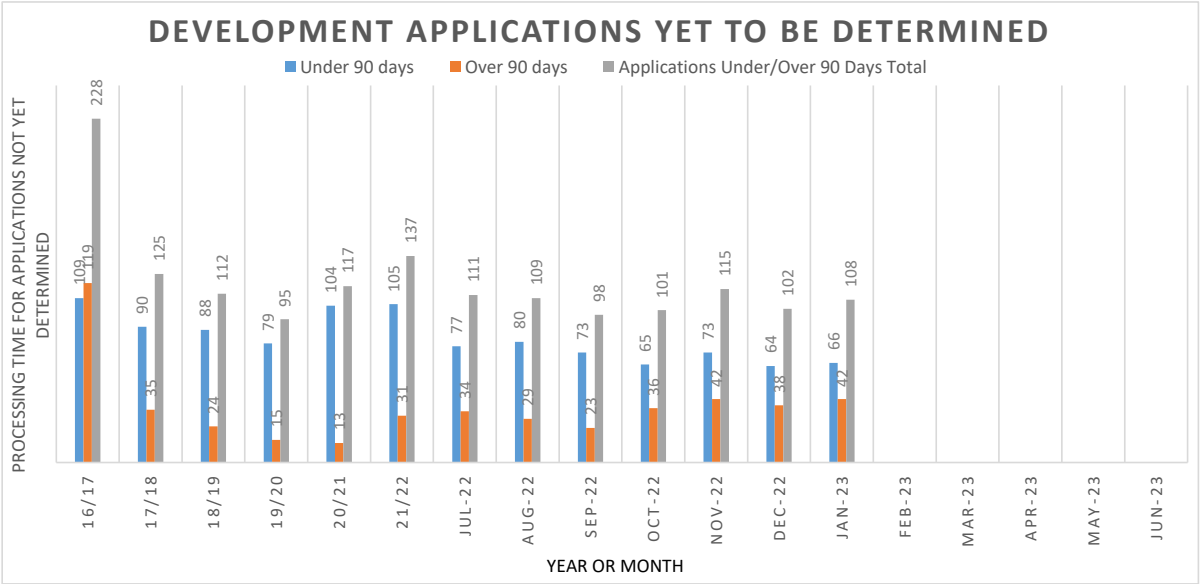


Table 2: No. of DA's to be determined

	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's lodged	27	25	23	27	25	18	17					
DA's to be Determined	111	109	96	101	115	102	108					
Value of DA's to be Determined (in millions)	238.59	305.59	244.36	287.49	273.64	106.44	108.49					

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 23 FEBRUARY 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	Application for review of notice issued in accordance with the *Health (Miscellaneous Provisions) Act 1911* to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid. ********** SAT Directions Hearings were held on 5 and 11 November 2021, and a further directions hearing held 1 March 2022. The presiding member heard submissions from the City and from the Applicant. On 20 April 2022, the Tribunal handed down their decision, affirming the decision of the City that a Notice can be given under S.184 of the *Health (Miscellaneous Provisions) Act 1911* (for a nuisance not specifically mentioned in Section 182 of that Act). The matter proceeded to confidential mediation on 5 July 2022. The session centred on a practical solution proposed by the business. The business agreed to present plans for this solution to the City to review by 2 August 2022 with a further mediation hearing scheduled for 9 August 2022. SAT agreed to further adjournment to 21 September 2022. The applicant is required to submit mechanical drawings prior to the next SAT Hearing. The matter has been further adjourned to 17 November 2022 as the consultant contracted by Hanoze Park Pty Ltd passed away. Mechanical drawings have been submitted and it has been identified that a development application and building application would be required. Mediation listed for 17 November 2022 was vacated, and matter is listed for hearing on 3 March 2023. A development approval has been issued for external fixtures, and the City is awaiting submission of a building application for solution. *Representation by: McLeods*
2.	Nos. 596-598 Newcastle Street, West Perth (DR 92 of 2022)	8 June 2022	Lateral Planning	Application for review of Council decision to refuse an application for Proposed Amendment to Previous Approval: Billboard Signs (Unlisted Use) on 17 May 2022. ********** Directions Hearing held on 17 June 2022. The mediation listed on 1 August 2022 was vacated and the matter is now listed for mediation on 1 September 2022. Following mediation the matter has been listed for a full hearing. Key dates for this are as follows: • 14 October 2022 – City Statement of Issues, Facts and Contentions due to SAT. • 28 October 2022 – Applicant Statement of Issues, Facts and Contentions due to SAT. • 8 February 2023 – Witness statements and draft conditions due to SAT. • 23 and 24 February 2023 – SAT Hearing. Subsequent to this the applicant confirmed withdrawal of matter on 19 October 2022. The applicant has since requested the matter be reopened and a Directions Hearing was held on 25 November 2022 and a further Directions Hearing on 16 December 2022 to consider this.

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 23 FEBRUARY 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
				At the 16 December 2022 Directions Hearing, the SAT allowed for the appeal to be reinstated following the previous withdrawal, with the matter to be listed for full hearing. Directions Hearing scheduled for 13 January 2023 was vacated. The SAT issued Orders on 13 January 2023 with the following key dates associated with full hearing: • 3 February 2023 – City's Statement of Issues, Facts and Contentions due to SAT. • 24 February 2023 – Applicant Statement of Issues, Facts & Contentions due to SAT. • 17 March 2023 – Witness statements due to SAT. • 24 March 2023 – City's draft conditions if approved due to SAT • 31 March 2023 – Applicant's draft conditions if approved due to SAT • 25 and 26 May 2023 – SAT Hearing. *Representation by: Castledine Gregory*
3.	No. 391 Lord Street, Mount Lawley (DR 192 of 2022)	31 October 2022	Urbanista Town Planning	Application for review of a Joint Development Assessment Panel decision to refuse an application for a mixed-use development on 19 October 2022. ********** Directions hearing was vacated and mediation was listed for 30 November 2022. Mediation held on 30 November 2022. A second mediation was held on 1 February 2023 to discuss modifications to the proposal. Matter listed for third mediation on 3 April 2023 to discuss further modifications to the proposal, with further information due to the Respondent on or before 6 March 2023. *Representation by: Administration*
4.	No. 103 Alma Road and 367-373 Fitzgerald Street, North Perth (DR 14 of 2023)	2 February 2023	Element Advisory	Application for review of a Joint Development Assessment Panel decision to refuse an application for a mixed-use development on 18 December 2022. ********** Awaiting listing date for a Directions Hearing from the SAT.
5.	No. 109 Palmerston Street, Perth (DR 28 of 2023)	14 February 2023	Urbanista Town Planning	Application for review of a Deemed Refusal for Four Grouped Dwellings. The development application was lodged 29 July 2022 and was deferred by Council on 15 November 2022 for a period of 90 days to allow applicant to consider Council's reasons for deferral and changes to the proposal. Applicant was working with Administration to address Council reasons for deferral, with the intention of providing modified plans to a future Council Meeting. ********** Awaiting listing date for a Directions Hearing from the SAT.

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 23 FEBRUARY 2023

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 129 Loftus Street, Leederville	Harley Dykstra Planning & Survey Solutions	Form 1 – Child Care Premises	12 May 2022	Not yet scheduled	Currently under assessment. The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
2.	Nos. 41-45 Angove Street, North Perth	Hidding Urban Planning	Form 1 – Service Station	7 September 2022	Not yet scheduled	Currently under assessment. The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
3.	No. 141 West Parade, Mount Lawley	Planning Solutions	Form 1 – Mixed Use Development	27 October 2022	Not yet scheduled	Currently under assessment. The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
4.	Nos. 194-200 Carr Place, Leederville	Taylor Burrell Barnett	Form 1 – Multiple Dwelling Development	3 January 2023	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 21 March 2023.
5.	Nos. 139 and 141 Lake Street, Perth	Planning Solutions	Form 1 – Mixed Use Development	17 January 2023	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 3 April 2023.
6.	No. 554 Newcastle Street, West Perth	Tomaria Construction	Form 1 – Mixed Use Development	20 January 2023	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 26 April 2023.

DAP Process Improvements:
The City's Administration has changed the process for DAP matters. This will include early confirmation of the availability of Elected Members that are DAP Members to attend DAP meetings. This will also include the circulation of the Responsible Authority Report to all Elected Members on contentious DAP items.

CITY OF VINCENT DESIGN REVIEW PANEL
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL
AS AT 23 FEBRUARY 2023

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 139-141 Lake Street, Perth	Planning Solutions	Mixed Use Development	1 February 2023	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 7 September 2022.

TITLE:	**Register of Petitions – Progress Report – February 2023**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:
CEO: Chief Executive Officer
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
3/2/20023	Petition with 26 signatures requesting that Council resolve the issues identified by, and of ongoing concerns to the residents/owners of Harold Street Mount Lawley (between Beaufort and Vincent Streets) regarding traffic management. Specifically• congestion, safety including dangerous driving, lack of adherence to the 40kph speed zone and potential risk to children living in the street and students attending Sacred Heart Primary School. The development application variation by the Challis Apartments, 539 Beaufort Street, to revoke the onsite/internal visitors bays may also add additional stress to traffic flow and may adversely impact the already difficult resident parking concerns.	EDIE	**Completed** A report will be submitted to Council at the 14 March 2023 Ordinary Council Meeting
15/3/2022	Petition with four (4) signatures requesting residents only parking on Prospect Place, West Perth	EDIE	The Rangers have recently completed the necessary occupancy survey for this street, and are now in the process of going through all of the data to ascertain what the best outcome is. Once we have analysed the data, we can then make a decision whether it is viable or necessary to make this resident only parking.

TITLE:	**Register of Notices of Motion – Progress Report – February 2023**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Details	Action Officer	Comment
13 December 2022 – Submitted by Cr Loden		
Compulsory Citizenship Ceremonies	**EDSD**	**Complete** Citizenship Ceremony held on 27 January 2023 following Federal Government decision to allow local governments to choose to not hold Citizenship Ceremonies on Australia Day.
13 December 2022 – Submitted by Cr Wallace		
Local Planning Scheme No. 2 Amendment Regarding Service Stations	**EDSD**	Scheme Amendment documents prepared and submitted to EPA for assessment. Mid 2023.
13 December 2022 – Submitted by Cr Loden		
Leederville Oval Master Plan	**EDSD**	The Leederville Oval Working group has formed with an inception meeting on 21 December 2022. An update on the progress is to be presented to the May OCM.

TITLE:	**Register of Reports to be Actioned – Progress Report – February 2023**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDSD: Executive Director Strategy & Development
EDIE: Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting 14 February 2023				
10.1	Update on Expanding 40KM/H Speed Zones Within City of Vincent	**EDIE**	Submission of 40kph application to MRWA to progress Consultation to be prepared for Vincent St (Beaufort to William)	**June 2023**
Council Meeting 13 December 2022				
9.6	Draft Strategic Community Plan 2022 - 2032	**EDSD**	The draft Strategic Community Plan was authorised for advertising for 28 days. Following advertising, the revised draft will be presented to Council in mid 2023.	**Mid 2023**
9.8	Mount Hawthorn Youth Skate Space	**EDSD**	Results from advertising and the updated concept plan was approved by Council. The tendering and construction process will be completed in mid 2023.	**Mid 2023**
9.9	Redevelopment Proposals, Leederville	**EDSD**	Council approved the Stage 2 Request for Detailed Proposals. These have been distributed to the three shortlisted proponents. Following the evaluation process and due diligence, this will be presented to Council in mid 2023.	**Mid 2023**
10.1	Stormwater Drainage	**EDIE**	Commencing within the Mount Hawthorn precinct; Hydraulic modelling to be undertaken in 2023 – 2024 financial year (estimated cost of $80,000 - $160,000)	Anticipated be undertaken during the 2023 - 2024 financial year (funded through the above modelling project); and 2023 - 2024 Annual Budget preparations.
10.4	Full Median Strip for Angove Street and Woodville Street Intersection	**EDIE**	Administration to finalise the concept design drawings of the Angove Street and Woodville Street median strip proposal. Community consultation based on the finalised concept design drawings proposing a 12 month. trial of the traffic management treatment. Report back to Council on the outcome of the community consultation and advice whether the traffic management treatment trial should proceed.	Late 2023

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
11.6	Draft Annual Report 2021/2022	**EDCBS**	The Annual Report was accepted and will be presented to the AGM.	**Completed** AGM 2 February 2023
12.3	Vincent Underground Power Project – Five Additional project areas	**CFO**	For inclusion on the Business Plan, to reflect the ongoing nature of the VUPP	Will be included when the process starts
Council Meeting 15 November 2022				
9.1	No. 109 (Lot: 100, D/P: 43470) Palmerston Street, Perth - Proposed Four Grouped Dwellings	**EDSD**	Application deferred for a period of 90 days to allow applicant to consider Council's reasons for deferral and changes to the proposal. Applicant is working with Administration to address Council reasons for deferral, with the intention of providing modified plans to a future Council Meeting. Application has been made to the State Administrative Tribunal (SAT) to review the Deemed Refusal of this application. Awaiting listing date for a Directions Hearing from the SAT	~~By February 2023 OMC Mid 2023~~ March 2023
9.2	Advertising of Reviewed Local Planning Policy No. 7.5.13 - Percent for Art	**EDSD**	Council approved Local Planning Policy No. 7.5.13 - Percent for Art at its Meeting in February 2023.	**Completed**
11.5	Advertising of amended policy - Sponsorship to the City Policy	**EDCBS**	The Policy will be advertised for consultation from 24 November to 16 December. It is included in the agenda for the OCM 14 February 2023.	**Completed** 14 February 2023
Council Meeting 18 October				
9.5	Local Planning Scheme Amendment No. 11	**EDSD**	Special Control Area drafted for inclusion in Local Planning Scheme No. 2 to protect the Royal Perth Hospital Emergency Helicopter Flight Path. Scheme amendment approved for advertising. Results from advertising and the updated scheme amendment will be presented to Council for consideration in early 2023.	Early 2023.
9.10	Place Plan Annual Review		Final review of Volume 1: Vincent Town Centre Place Plan and Volume 2: North Perth Town Centre Place Plan. Annual review of Volume 3: Mount Hawthorn Town Centre Place Plan, Volume 4: Leederville Town Centre Place Plan, Volume 5: Beaufort Street Town Centre Place Plan and Volume 7: Pickle District Place Plan.	Council will receive this update annually with the next update scheduled for October 2023.
Council Meeting 23 August 2022				

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.5	Advertising of Amended Character and Heritage Areas Policy - Orange Avenue and Hope Street	**EDSD**	Guidelines and updated Policy approved for advertising. Results from advertising and the updated Guidelines and Policy will be presented to Council for consideration in early 2023.	Early 2023.
9.6	Advertising of Amended Policy - Local Planning Policy No. 7.5.1 - Minor Nature Development	**EDSD**	Policy amendments drafted to update exemptions proposed to be applicable in the City of Vincent. Amended policy approved for advertising. Results from advertising and the updated Policy will be presented to Council for consideration in ~~late 2022~~ early 2023.	Early 2023.
10.4	Outcome Of Consultation: 12 Month Diagonal Diversion Trial/Proposed Reduction Of Speed Limit Within Area Bounded By Charles, Fitzgerald, Angove And Vincent Streets	**EDIE**	To come back to Council after completion of the trial (if proceeds). Construction of diversion complete Feb 2023. Assessment ongoing.	2023
Council Meeting 26 July 2022				
9.5	Outcome of Advertising - Amendment 8 to Local Planning Scheme No. 2 (No. 26 Brentham Street, Leederville)	**EDSD**	Form 2A – Standard Amendment to Local Planning Scheme No. 2 relating to rezoning of 26 Brentham Street, Leederville is awaiting consideration from the Minister for Planning. This has been published in the government gazette and is now in effect.	~~Late 2022~~ ~~Early 2023.~~ **Completed**.
9.7	Beaufort Street and Grosvenor Road Pedestrian Improvement Projects	**EDSD**	Taking place between 1 October and 14 November 2022 the trial will investigate how the area performs as a pedestrian plaza (closed to vehicles for 16 days) and a shared street (shared access and use for four weeks).	The results of the trial and the data collected throughout the trial period will be reported back to Council in ~~late 2022~~ early 2023..
9.8	Creation of Mall Reserve - Washing Lane, Perth	**EDSD**	Formal application through Section 59 process will be sent through to the Minister for Lands	~~Late 2022~~/~~Early~~ Mid 2023
9.9	New Lease to Jigsaw Search & Contact Inc - Portion of Robertson Park, No. 176 (Lot 1) Fitzgerald Street, Perth Lee Hops Cottage)	**EDSD**	Tenant's position has changed, reviewing options. They will inform the City later part of 2023.	~~Late 2022. Early 2023~~ Late 2023
10.1	Halvorsen Hall - Tenant Relocation	**EDIE**	Executed lease 1 February 2023	**Completed**
11.7	Extension Of Lease And Deed Of Contract To Belgravia Health & Leisure Group Pty Ltd - Loftus Recreation Centre - Portion Lot 501 (99) Loftus Street, Leederville	**EDCBS**	Draft Extension of Lease and Contract sent to Belgravia for Execution. Awaiting executed documents.	~~15 September~~ ~~Late 2022~~. Early 2023
Special Council Meeting 5 July 2022				
5.1	**Adoption of the Annual Budget 2022/23**	**EDCBS**	REQUESTS Administration monitor the impact to number of transactions and revenue following the change to $1 for first hour to ascertain any detrimental impact on	OCM April 2023

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			occupancy or use in City car parks and provide a report back to Council by April 2023 in time for setting fees and charges for the 2023/24 Annual Budget; and REQUESTS Administration monitor and review the usage of time limited 15 minute and 30 minute only on street bays in Town Centres following the introduction of $1 for the first hour in City car parks to ensure short term visitor parking availability.	
Council Meeting 17 May 2022				
9.3	Accessible City Strategy - Implementation Update	**EDSD**	Council received the first implementation progress update relating to the actions within the Accessible City Strategy. These actions will continue to be progressed. Council will receive this update annually with the next update scheduled for May 2023.	May 2023
9.4	Sale of No. 25 (Lot 93) Sydney Street, North Perth	**EDSD**	Draft surrender of licence prepared. Communications required with Licensee.	~~November~~ ~~Late 2022.~~ Early 2023
Council Meeting 5 April 2022				
9.3	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn	**EDSD**	Amendment advertised and determined by Council at the 22 October Council Meeting. Amendment has been forwarded to the WAPC for consideration before being presented to Minister for determination.	Response from Minister expected in mid-2023.
12.5	**Responses to motions carried at the Annual Meeting of Electors held on 2 February 2022**			
Motion 2	DIRECTS the CEO to provide the Tree Selection Tool publicly on the City website. Council RECEIVE a further report on the review of the Street Tree and other relevant policies to reflect the requirement for at least 75% of street trees planting going forward being native.	**EDIE**	Further report advising feasibility will be presented to Council in early 2023.	Tree Selection Tool published on website – Feb 2023. Street Tree Policy to go to April 2023 Workshop.
Motion 6	4. REQUESTS that: **1.** 1. The CEO investigates the scope and cost of a suitably qualified consultant to assess and model the capacity of the City's existing drainage network to cope with increasing major rain events and the need to assess climate mitigation; 2. Includes a scope of works is inclusive of cost estimates, a risk-based assessment and a program of prioritised works	**EDIE**	Budget allocation and engaging of contractors underway.	Engaging contractors to have the construction of the retaining wall are underway. ~~Budget to be allocated for the works, and a report will be presented back to Council in December 2022.~~ ~~Contractors engaged to construct wall – anticipated commencement September 2022.~~ **Completed** Wall construction completed. Drainage Strategy approach presented to OCM December

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	and recommendations over a 10-year period; and 3. Provides a report back to Council by December 2022.			2022. Item 2(2) superseded at OCM December 2022
Council Meeting 8 March 2022				
9.4	Sale of No. 26 Brentham Street, Leederville	**EDSD**	Scheme Amendment considered by SPC awaiting Minister's determination. Follow up required with adjoining landowners to confirm interest in sale.	Early 2023
Council Meeting 8 February 2022				
9.3	Public Open Space Strategy - Implementation Progress Update	**EDSD**	Council received the first implementation progress update relating to the actions within the Public Open Space Strategy. These actions will continue to be progressed. Council will receive this update annually.	~~February~~ Early 2023. **Completed**.
Council Meeting 14 September 2021				
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	**EDSD**	LPSP referred to WAPC for comment and endorsement.	Final comments not expected until ~~mid~~ ~~late 2022~~.early 2023
Council Meeting 23 March 2021				
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	**EDIE**	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Further report will be provide to council on the progress and the community feedback.	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report to be presented to Council in March 2023
Council Meeting 20 October 2020				
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	**CEO**	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months. Five RoWs completed. One pending.	~~Expected completion 31 December 2021.~~ ~~End of 2021/22 financial year.~~ ~~September 2021~~ ~~Late 2021~~ ~~During Late 2022~~ Early 2023
Council Meeting – 23 July 2019				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	**EDSD**	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to COVID.	The revised draft Policy ~~will~~ be was presented to Council ~~for consideration in 2022~~ at its 23 August Meeting, where it was adopted for the purposes of community consultation. The results of consultation and a final policy scheduled to be presented to Council in ~~late 2022~~ early 2023.
Council Meeting – 30 April 2019				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	**CEO**	~~Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties.~~ Acquisition of Lot 66 on hold due to adverse possession claim.	~~To be signed by 30 October 2020.~~ Waiting on Landgate decision

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			Resolution of adverse possession claim waiting on Landgate decision.	
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	**EDIE**	State Government yet to release results of consultation.	Update scheduled to be provided in ~~late 2021.~~ ~~2022~~ Early 2023

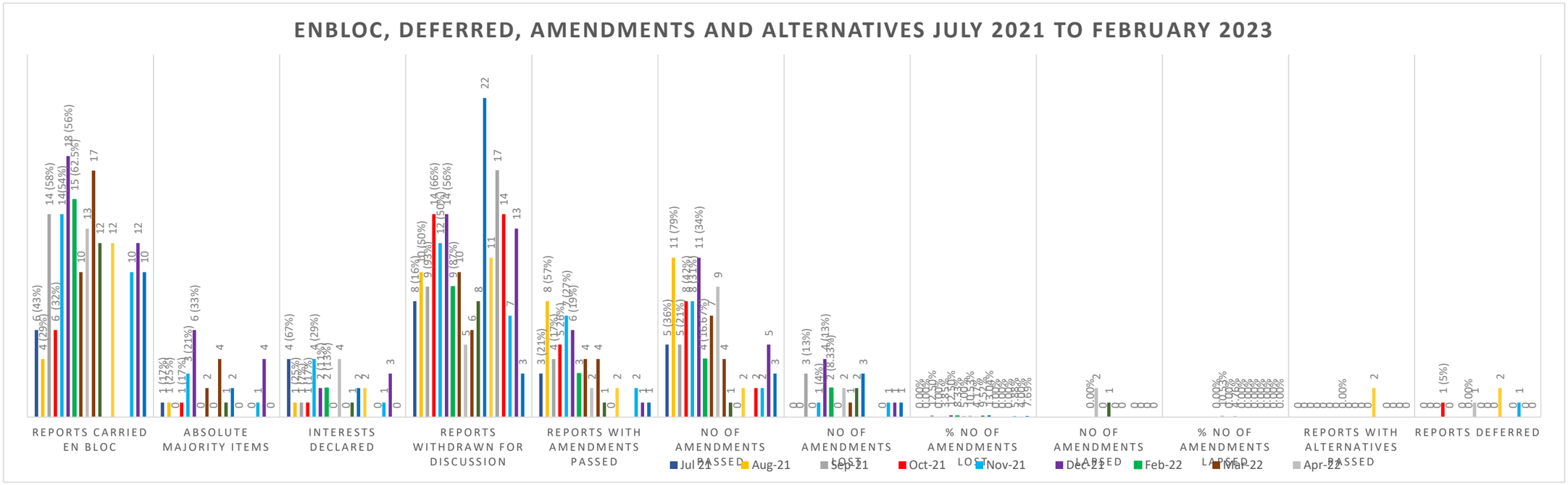
COUNCIL WORKSHOPS

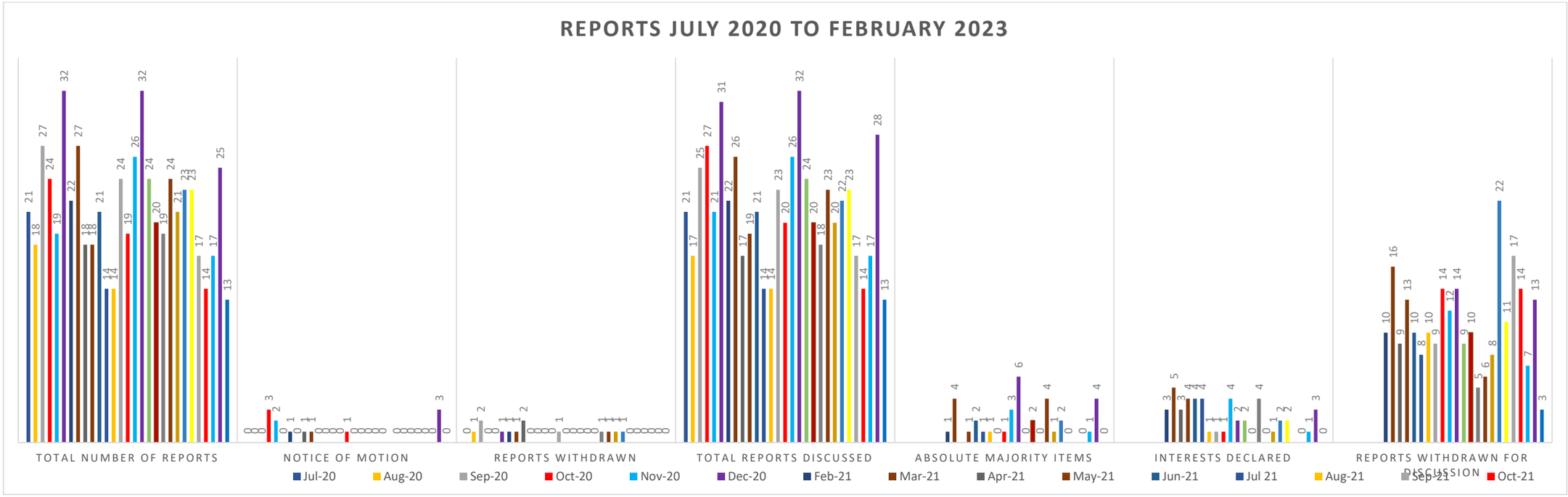
One workshop has been held since 30 November 2022, on 28 February 2023

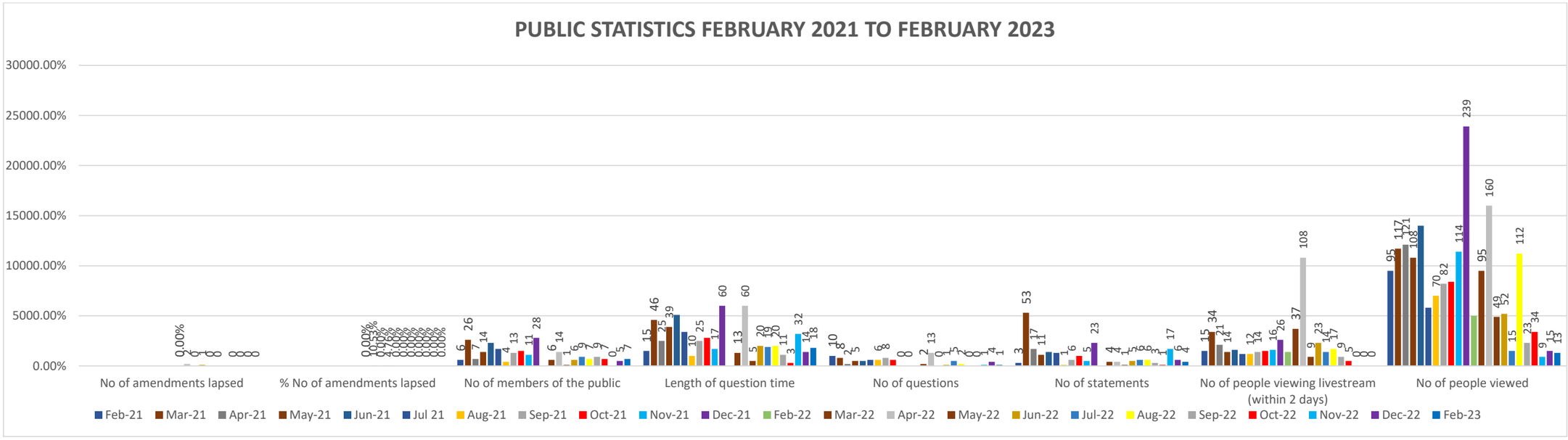
The items on the agenda were:

1. Polyphagous Shot-Hole Borer
2. Robertson Park Development Plan - Update
3. View Street Urban Design Concept and Pedestrian Trial
4. Service Delivery Review Program - Updated City SoaPs and Strategy Houses
5. FY22 Australasian LG Performance Excellence Program - Key Findings of Benchmarking Report
6. Update of the Strategic Projects in the Corporate Business Plan 2022/23 - 2025/26
7. FOGO Project Closure Report
8. Perth Parking Management Area
9. Advocacy Agenda
10. Smart City Positioning Statement
11. Grosvenor Road Trial
12. Communications and Engagement Calendar
13. Council Member Decision Making Forward Agenda
14. Options for Use of No. 10 Monmouth Street, Mount Lawley
15. Brisbane Street Car Park - Future Options
16. Planning Reforms

Council Meeting Statistics – February 2023




REPORTS JULY 2020 TO FEBRUARY 2023
TOTAL NUMBER OF REPORTS
NOTICE OF MOTION
REPORTS WITHDRAWN
TOTAL REPORTS DISCUSSED
ABSOLUTE MAJORITY ITEMS
INTERESTS DECLARED
REPORTS WITHDRAWN FOR DISCUSSION
Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul 21 Aug-21 Sep-21 Oct-21


PUBLIC STATISTICS FEBRUARY 2021 TO FEBRUARY 2023
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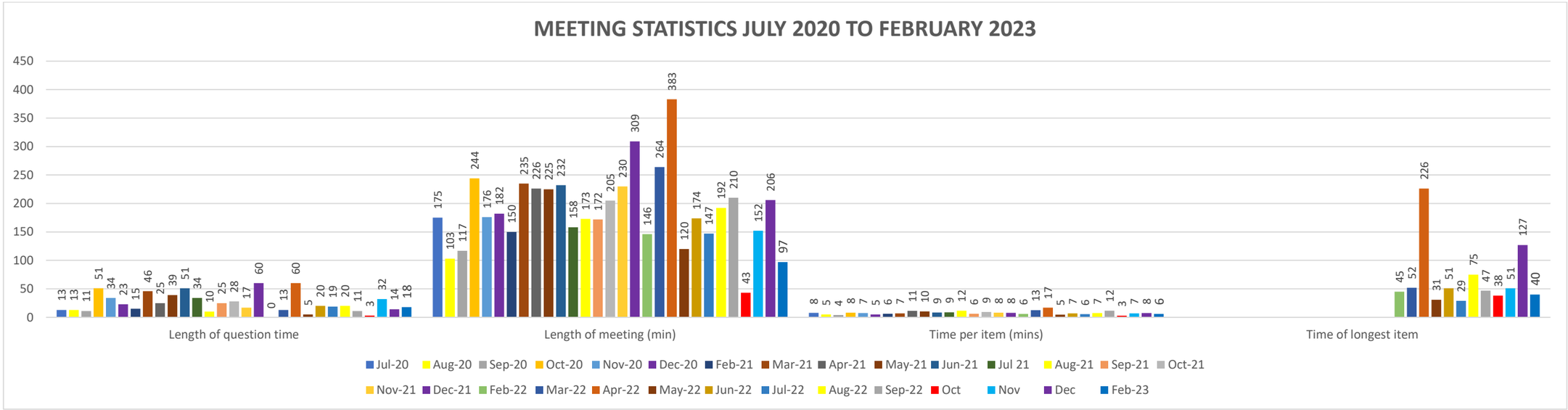
No of amendments lapsed
% No of amendments lapsed
No of members of the public
Length of question time
No of questions
No of statements
No of people viewing livestream (within 2 days)
No of people viewed
Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul 21 Aug-21 Sep-21 Oct-21 Nov-21 Dec-21 Feb-22 Mar-22 Apr-22 May-22 Jun-22 Jul-22 Aug-22 Sep-22 Oct-22 Nov-22 Dec-22 Feb-23


MEETING STATISTICS JULY 2020 TO FEBRUARY 2023
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300
250
200
150
100
50
0
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8 5 4 8 7 5 6 7 11 10 9 9 12 6 9 8 8 6 13 17 5 7 6 7 12 3 7 8 6
45 52 226 31 51 29 75 47 38 51 127 40
Length of question time
Length of meeting (min)
Time per item (mins)
Time of longest item
Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul 21 Aug-21 Sep-21 Oct-21
Nov-21 Dec-21 Feb-22 Mar-22 Apr-22 May-22 Jun-22 Jul-22 Aug-22 Sep-22 Oct Nov Dec Feb-23

CITY OF VINCENT

NOTES

Council Briefing

7 February 2023

Table of Contents

1 Declaration of Opening / Acknowledgement of Country 3

2 Apologies / Members on Approved Leave of Absence 3

3 Public Question Time and Receiving of Public Statements 4

4 Declarations of Interest 4

6.1 Update on Expanding 40KM/H Speed Zones Within City of Vincent 5

5.1 Nos. 119-133A (Lot: 100; D/P: 29145) Oxford Street, Leederville - Proposed Change of Use from Shop to Tavern including Alterations and Additions 7

5.2 No. 192 (Lot: 601, D/P: 65807) Stirling Street, Perth - Proposed Fee Paying Car Park (Retrospective Approval) (Amendment to Approved) 11

5.3 Outcome of Advertising: Local Planning Policy - Percent for Art 13

7.1 Financial Statements as at 30 November 2022 14

7.2 Financial Statements as at 31 December 2022 15

7.3 Authorisation of Expenditure for the Period 1 November 2022 to 30 November 2022 16

7.4 Authorisation of Expenditure for the Period 1 December 2022 to 31 December 2022 17

7.5 Investment Report as at 30 November 2022 19

7.6 Investment Report as at 31 December 2022 20

7.7 Outcome of Advertising - Sponsorship to The City Policy 21

8.1 Information Bulletin 22

9 Motions of Which Previous Notice Has Been Given 23

10 Representation on Committees and Public Bodies 23

5 Confidential Items/Matters For Which the Meeting May be Closed 23

12 Closure 23

NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE
ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 7 FEBRUARY 2023 AT 6.00PM

PRESENT:	**Mayor Emma Cole**	**Presiding Member**
	Cr Susan Gontaszewski	**South Ward**
	Cr Alex Castle	**South Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Dan Loden	**North Ward**
	Cr Ashley Wallace	**South Ward**
	Cr Ron Alexander	**North Ward**
	Cr Ross Ioppolo	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	John Corbellini	**A/Executive Director Strategy & Development**
	Peter Varris	**A/Executive Director Infrastructure & Environment**
	Rhys Taylor	**Chief Financial Officer**
	Tara Gloster	**Manager Policy & Place**
	Jay Naidoo	**Manager Development & Design**
	Joslin Colli	**A/Executive Manager Corporate Strategy & Governance**
	Luke McGuirk	**Manager Engineering**
	Lisa Williams	**Manager Marketing & Partnerships**
	Wendy Barnard	**Council Liaison Officer**
Public:	Approximately one member of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Emma Cole, declared the meeting open at 6.00pm and read the following Acknowledgement of Country statement:

"THE CITY OF VINCENT WOULD LIKE TO ACKNOWLEDGE THE TRADITIONAL OWNERS OF THE LAND, THE WHADJUK PEOPLE OF THE NOONGAR NATION AND PAY OUR RESPECTS TO ELDERS PAST, PRESENT AND EMERGING."

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Suzanne Worner was an apology for this meeting.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

Dudley Maier of Highgate – Item 6.1

- Stated that the intention of the trial was to reduce traffic speed, but this has not succeeded. The average speed dropped by 1km/h, which could be seasonal variances. It also stated that for some classes of accidents the trial area was worse than the control area.
- Queried Appendix A of the PJA report, which shows that the average speed is the same as the 85 percentile, for Bulwer Street and Palmerston Street, which is not consistent with all the other observations in that report. Are these figures correct, and did anybody question the obvious anomalies?
- Mentioned that most of the developed world is moving to 30km/h limits in residential streets. The report debunks that reducing speed adds significantly to travel times.
- Stated that the likelihood of death is much reduced at 30km/h, and besides reducing the possibility of injury or death, this also has an impact on public perceptions.
- Agrees with the 30km/h trial, but feels the implementation plan should be wider
- Notes that only one third of respondents wer women, they need to be engaged, they are the key to influencing the nect generation.

There being no further speakers, Public Question Time closed at approximately 6.05pm.

4 DECLARATIONS OF INTEREST

4.1 Cr Ross Ioppolo declared a potential proximity interest in Item 7.1 Financial Statements as at 30 November 2022, Item 7.2 Financial Statements as at 31 December 2022, Item 7.3 Authorisation of Expenditure for the Period 1 November 2022 to 30 November 2022 and Item 7.4 Authorisation Of Expenditure For The Period 1 December 2022 To 31 December 2022.

The interest is to the extent these items include expenditure constituting development, maintenance or management of land or facilities on land relating to the City of Vincent Administration Building and/or Leederville Early Childhood Centre at 244 Vincent Street. To the extent these items are included and recognised during discussion and not identified by Administration in advance, Cr Ioppolo will declare an actual proximity interest and excuse himself while those aspects are discussed, unless the majority of Council is content for Cr Ioppolo to remain in Chamber but not participate in such discussion.

6.1 UPDATE ON EXPANDING 40KM/H SPEED ZONES WITHIN CITY OF VINCENT

Attachments:

1. **Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 1 (2016)**
2. **Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (2016)**
3. **Proposed 40Km/h Area Wide Speed Zone Trial - Results of Consultation (2018)**
4. **Road Safety Commission Report (GHD)**
5. **Evaluation Survey September 2022**
6. **Safe Speed Trial Evaluation Report**
7. **3741-CP-D - Speed Plan**

RECOMMENDATION:

That Council:

1. **NOTES the Safe Speed Trial Evaluation Report (Attachment 6); and**

2. **APPROVES progression of formal applications to Main Roads Western Australia (MRWA) for the approval of permanent 40km/h speed zones within areas bounded by Newcastle, Vincent and Charles Streets and the Swan River; and**

3. **APPROVES progression of formal applications to MRWA to trial 40km/h speeds over a period of 18-months on all Local Roads which are currently posted 50km/h.**

MAYOR COLE:
Timeframes – not attached in recommendation, but they are in the report. What would be the impact of bringing forward the timing to 2023/24.
Flag an amendment to bring area 4 forward to 2023/24, but feedback on LTFP and how this could be implemented. Can planned consultation be added to the report?

MANAGER ENGINEERING:
The timeframes within the details of the Council Agenda Briefing item are reflective of the consultants (PJA) report which has been reviewed by the Road Safety Commission (RSC), Main Roads WA (MRWA), City of Vincent Engineering Team and Western Australian Local Government Association (WALGA).

Timeframes which administration are targeting have been added within the OCM report, as are cost estimates reflective within the financial/budget implications section of the OCM report.

Planned consultation added into the OCM report.

MAYOR COLE:
Traffic data figures – Bulwer, Fitzgerald and Palmerston – speeds are the same from Dec 18 to 2021 and has that been checked?

MANAGER ENGINEERING:
The traffic data was manually inputted within the PJA Safe Speed Trial Evaluation Report and has now been cross checked. Errors which have been identified are now removed, these errors are insignificant to the outcome of the report as the majority of the data was inputted correctly.

The report has now been revised and will be included within the OCM item as an attachment.

Administration has taken steps to mitigate the likelihood of similar transferal errors in the future.

MAYOR COLE:
Follow up re grant money from Main Roads

MANAGER ENGINEERING:
Funding will be followed up by administration however it is unlikely that this project will meet the current criteria to secure external funding.

CR HALLETT:
Foreshadow amendment to 30km/h and not a trial – information on how that would work

A/EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:
Main Roads WA's current practice towards reduced speed limits from the statutory 50kph to 40kph in residential areas is for local governments to install physical local area traffic management infrastructure (speed bumps, raised plateaus, roundabouts, etc) to create a traffic environment that impedes speeding. Should the physical interventions not change driver behaviour MRWA will consider a reduction in the posted speed limit.

Administration's perspective is that the speed limit should be reduced first and only then install LATM infrastructure where driver behaviour has not responded.

As noted in the report –

> *"MRWA raises concerns on the high operational and maintenance cost for areas which have differential speed limits. MRWA preference is for an overall 40km/h default limit to be implemented throughout Western Australia's Local Roads to reduce costs. Other concerns from MRWA came from driver behaviour and how traffic calming devices are expected to be implemented before speeds are approved to be reduced.*
> *MRWA will have final authority to grant or reject applications to reduce speeds on Local Roads."*

A metropolitan wide (or perhaps an inner city wide) reduction in the statutory speed limit for residential areas would mean that MRWA would not need to implement the level of signposting and line making as it does for those areas currently approved.

The current Accessible City Strategy has two specific actions in respect to the reduction of residential speed limits –

4.1.1 Work with the State Government and Inner-City Group of Councils to implement a 40km/h zone in all residential areas of the City of Vincent by 2023.

4.1.2 Through consultation with key stakeholders, develop the City's local streets in line with the principles of Safe Active Streets with slow design speeds to promote safety and amenity and utilise 40km/h zones as a tool to transition to lower speeds where appropriate. The aspirational long-term vision is that residential streets will have Safe Active Street geometry, relevant to their location, context and function.
Priority should be given to the following:

- *Streets identified as part of the WABN (DoT);*
- *Cycling local routes;*
- *Streets surrounding schools;*
- *Any residential streets that have been earmarked for resurfacing projects; and*
- *Any residential streets where reallocation of road space is proposed.*

An opportunity identified in the Strategy is that "30km/hr residential speed limits allow for an integration of mixed traffic cycling and significantly improved road safety outcomes."

At the Briefing this was stated in error as an advocacy position of the City. A 30kph residential speed limit is not specifically articulated as an Objective or Action under the Accessible City Strategy and could be considered as an advocacy position in a future review.

The approach to the current trial and the collaboration with stakeholders has been based on a reduction to a posted residential speed limit of 40kph. It is considered that the reduction of the speed limit and the creation of safer residential street environments is more likely to be achieved through an incremental approach via a 40kph limit

5.1 NOS. 119-133A (LOT: 100; D/P: 29145) OXFORD STREET, LEEDERVILLE - PROPOSED CHANGE OF USE FROM SHOP TO TAVERN INCLUDING ALTERATIONS AND ADDITIONS

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Waste Management Plan
4. Venue Management Plan
5. Parking Management Plan
6. Acoustic Report
7. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for a Proposed Change of Use from Shop to Tavern including Alterations and Additions at Nos. 119-133A (Lot: 100; D/P: 29145) Oxford Street, Leederville, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 7.:

1. Development Approval

This approval is for a Change of Use from Shop to Tavern including Alterations and Additions as shown on the approved plans dated 20 September 2022. No other development forms part of this approval;

2. Use of Premises

2.1 This approval is for a Tavern as defined in the City of Vincent Local Planning Scheme No. 2. The use of the subject land for any other land use may require further approval from the City;

2.2 The Tavern shall be limited to a maximum of 200 patrons at any one time; and

2.3 The Tavern shall have the following hours of operation:

- **Monday to Saturday: 6:00am to 12:00am (midnight); and**
- **Sunday and Public Holidays: 7:00am to 12:00am (midnight);**

unless otherwise approved by the Racing Gaming and Liquor Division of the Department of Local Government, Sport and Cultural Industries;

3. Venue Management

3.1 Prior to commencement of the approved development, an amended Venue Management Plan shall be submitted to and approved by the City. The amended Venue Management Plan shall be prepared in accordance with City's Policy No. 7.5.7 – Licensed Premises and shall incorporate recommendations of the 'Acoustic Report – Environmental Noise Assessment' dated 6 September 2022, prepared by AAP; and

3.2 The premises shall operate in accordance with the approved Venue Management Plan, to the satisfaction of the City;

4. Waste Management

4.1 The Waste Management Plan dated 14 November 2022 shall be implemented at all times to the satisfaction of the City; and

4.2 Waste collection shall be limited to between 7:00am to 7:00pm Monday to Saturday and

9:00am to 7:00pm Sunday and public holidays;

5. Façade Design

5.1 Doors and windows and adjacent floor areas fronting Oxford Street shall maintain an active and interactive relationship with this street. Ground floor glazing and/or tinting shall have a minimum of 70 percent visible light transmission to provide unobscured visibility between the street and the interior of the tenancy. Darkened, obscured, mirrored, or tinted glass or other similar materials, as considered by the City, is prohibited; and

5.2 Curtains, blinds and other internal treatments that obscure the view of the internal area from Oxford Street are not permitted to be used during the hours of the business operation;

6. Signage

6.1 All signage is to be in accordance with the City's Signs and Advertising Policy, unless further development approval is obtained; and

6.2 All signage shall be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site;

7. Car Parking

Prior to operation of the approved development, four parking bays on-site are to be marked for the exclusive use of the Tavern; and

8. Bicycle Facilities

A minimum of two long-term bicycle bays shall be provided on-site and designed in accordance with AS2890.3 prior to the occupation or use of the development the subject of this approval.

MAYOR COLE:
Request additional information on the proposed façade changes and referral to Design Review Panel member.

Do we have the data to indicate the availability of on-street bicycle facilities or feedback from Place Planners as to the utilisation rates?

MANAGER DEVELOPMENT & DESIGN:
Design Review
The proposed development has been referred to the Chair of the City's Design Review Panel for comment. Their comments are summarised as follows:

- *The proposed internal functional organisation of the tenancy remains similar to the previous use, with a large 'front of house' patron area facing Oxford Street. This is a positive outcome for the streetscape.*
- *The new bi-fold doors and painting of the façade would allow the social activity to become the primary focus of the shopfront facing Oxford Street which is supported. The maintenance of the simple façade and use of bi-fold doors is supported.*
- *The proposed signage is also minimal and quite sleek which is supported.*
- *Support for the proposed condition of development approval requiring minimum visibility of the shopfront glazing during operating hours.*
- *The proposed shopfront will maintain a high level of streetscape activation. The proposal sits within and would contribute to the surrounding area's unique local context.*

The 'Design Review Panel' section of the officer report has been updated to reflect these comments.

Bicycle Parking
The City does not have data on the utilisation rates of public bicycle parking facilities.

From 16 to 28 January, pedestrian counts in Leederville Village Square were being undertaken four times a day by a member of the City's Policy and Place team.

Feedback from the Leederville Place Planner that undertook these pedestrian counts is that while bicycle facilities were being used, there was availability of facilities along Oxford Street.

Surveys of members of the public were also undertaken at this time and no requests for additional facilities were received.

As part of the Leederville Place Plan, the City is advocating to the Public Transport Authority for Leederville Station upgrades and for the provision of secure bicycle facilities. This would provide additional bicycle parking facilities for patrons of the town centre area and that is within close proximity to the subject site.

Administration is satisfied that there is sufficient existing bicycle facilities available to the public on Oxford Street that would continue to support the demand of other venues as well as patrons of this proposed venue, and without the need for additional short-term bicycle parking to be provided.

CR HALLETT:
Please provide information on the opening hours of other Taverns within the City.

MANAGER DEVELOPMENT & DESIGN:
Existing Operating Hours

A review of Taverns and Small Bars operating in Leederville found no examples of existing venues opening before 10:30am ('The Garden').

Within the broader City of Vincent district, Administration is aware of Taverns opening as early as 8:30am ('Hyde Park Hotel') and Small Bars opening as early as 7:00am ('The Old Laundry').

Operating Hours and the Planning Framework
The introduction of land use exemptions in the Planning and Development (Local Planning Scheme) Regulations 2015 (Planning Regulations) has meant that new Small Bars in the Leederville Town Centre do not require development approval. This means that there is no restriction to their opening hours under the Planning and Development Act 2005. Only for the purposes of selling alcohol, their hours of operation would be bound by the liquor licence issued under the Liquor Control Act 1988. Examples of this include 'Naber and IIII', 'Phat Lon', 'Hermanos en Tacos' and 'Powell's Fromagerie and Wine Bar'.

Taverns are not a land use exempt from the need to obtain development approval under the Planning Regulations. The City's Licensed Premises Policy provides guidance that Taverns in a District Centre zone can operate as early as 7:00am every day of the week. Under a Tavern licence, the LC Act permits operating hours commencing from 6:00am Monday to Saturday. The applicant is proposing opening hours consistent with the LC Act for Monday to Saturday and consistent with the opening hour of the Licensed Premises Policy for Sunday.

CR CASTLE:
Request further information on the interaction of the operating hours under the *Liquor Control Act 1988* and the proposed Condition 3.

MANAGER DEVELOPMENT & DESIGN:
The City's Policy No. 7.5.7 - Licensed Premises (Policy) provides guidance on operating hours for Taverns.in the District Centre zone. This includes an opening time of 7:00am on Sundays.

Proposed Condition 3 would permit the venue to open from 7:00am on Sundays, consistent with the City's Policy.

The Policy notes that the sale, supply and consumption of alcohol is restricted by the times in the Liquor Control Act 1988 (Act). A tavern licence under the Act would need to be obtained from Racing Gaming and Liquor for the venue.

The Act sets out that the sale, supply and consumption of alcohol is permitted after 10.00am on Sundays for a Tavern licence.

The effect of recommended Condition 3 would be that between the hours of 7:00am and 10:00am on Sundays, the business would be allowed to operate but the sale of alcohol would not be permitted. This has been confirmed with Racing Gaming and Liquor and the applicant is also aware of this.

Condition 3 is intended to provide greater flexibility in operating hours for this small business located in a town centre area. It would also ensure that the operating hours are consistent with the Policy and the Act in respect to the sale of alcohol under the Act would be met. In this way the applicant would be required to comply with the terms of the development approval and their liquor licence.

CR WALLACE:
Request an amendment be prepared for Condition 2.3 to delete the wording *'unless otherwise approved by the Racing Gaming and Liquor Division of the Department of Local Government, Sport and Cultural Industries'.*

MANAGER DEVELOPMENT & DESIGN:
An amendment to Condition 2.3 has been prepared and as shown below.

That Condition 2.3 be amended to delete the following:

'unless an Extended Trading Permit for alternative hours is issued by the Racing Gaming and Liquor Division of the Department of Local Government, Sport and Cultural Industries;'

Administration is not supportive of the proposed amendment to Condition 2.3. The proposed Condition 2.3 would provide the operator with greater flexibility in their operations and as permitted through extended trading permits issued by Racing Gaming and Liquor
CR IOPPOLO:
Request information on the proposed operator.

MANAGER DEVELOPMENT & DESIGN:
The table in the 'Background' section of the report has been updated to include this information.

ADDITIONAL INFORMATION
Administration has amended Condition 2.3 in its recommendation to do the following:

- *Include the permitted operating hours under the Liquor Control Act 1988 for New Years Eve and New Years Day; and*

Modify the wording to provide clarity that the further approval from Racing Gaming and Liquor is through the issue of extended trading permits.

5.2 NO. 192 (LOT: 601, D/P: 65807) STIRLING STREET, PERTH - PROPOSED FEE PAYING CAR PARK (RETROSPECTIVE APPROVAL) (AMENDMENT TO APPROVED)

Ward: South

Attachments:
1. Consultation and Location Map
2. Minutes of 8 May 2012 Ordinary Council Meeting - Item 9.1.2
3. Previous Development Approval
4. Approved Management Plan

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Proposed Fee Paying Car Park (Retrospective Approval) (Amendment to Approved) at No. 192 (Lot: 601; D/P: 65807) Stirling Street, Perth, subject to the following condition:

1. All conditions, requirements, advice notes and plans detailed on the development approval 5.2012.54.1 granted on 8 May 2012 continue to apply to this approval except as follows:

1.1 Condition 3 is modified to read as follows:

"3. Land Use

This approval is for Car Park as defined in the City of Vincent Local Planning Scheme No. 2. The use of the land for any other land use may require further development approval subject to the requirements of Local Planning Scheme No. 2."

1.2 Condition 3.1 is removed;

1.3 The Advice Note is removed; and

1.4 Condition 3.2 is removed and added as Advice Note 1:

"Advice Notes:

***1. The City of Vincent will not become involved in any enforcement action relating to the use of the land as a private parking facility."*.**

CR IOPPOLO:
Did the policy position change after May 2017 when the original 5 year period was up?

MANAGER DEVELOPMENT & DESIGN:
No, Policy No. 3.7.1 – Parking and Access was rescinded in October 2013 and replaced with a new version, being Policy No. 3.7.1 – Parking and Access.

The 'Law 17' was removed from the policy as part of this revision, prior to the expiration of the time limited approval for the fee paying component of the car park.

CR IOPPOLO:
Did we do any enforcement during 2017 until now in relation to the unauthorised use?

EXECUTIVE DIRECTOR STATEGY & DEVELOPMENT:
No, Administration was not aware that the use of the site for paid parking had not ceased and therefore did not investigate.

When the approval was issued in 2012, there was no process being followed for checking compliance with development approvals. A process was implemented a number of years ago now to ensure that all time limited development approvals and conditions are registered in our system and tasks are sent by the system

to the Compliance team for the matter to be check at the appropriate time.

CR WALLACE:
I was wondering what restrictions there are on us applying further conditions as part of this approval, specifically something requiring an updated landscaping plan in accordance with our current Built Form Policy.

In my opinion if the applicant is seeking to amend an existing approval, to the detriment of the community and the financial benefit of the landowner, and the proposed rationale for agreeing with that is that our policies have changed since the original approval was given, I feel like we should also be able to assess the original proposal against other policy changes in that time.

MANAGER DEVELOPMENT & DESIGN:
In order to apply further conditions as part of this approval, the conditions must fairly and reasonably relate to the changes being sought as part of the proposal.

The site has an existing permanent approval for the Car Park land use that was approved by Council in 2012. An updated landscaping plan was a condition of this approval and has been approved.

With the land use approved, landscaping plan for the site approved and no physical changes proposed to the car park site, the extent of Council's consideration for this application is limited to whether it is acceptable for the approved car park to be fee paying.

Any conditions imposed then must bear relevance to the fee paying aspect.

There are no provisions in the City's local planning scheme, policies or in the land use definition of car park that restricts or relates to charging a fee for a car park.

There is no nexus or relationship between the City's landscaping standards in its Built Form Policy and charging a fee to park in a car park.

This means it would not be open to Council to reconsider the landscaping aspects of the development.

It would not be fair or reasonable to impose a condition requiring the reconsideration of landscaping as a condition of approval for the subject proposal and any such condition would not be valid.

5.3 OUTCOME OF ADVERTISING: LOCAL PLANNING POLICY - PERCENT FOR ART

Attachments:
1. **Local Planning Policy - Percent for Art**
2. **Summary of Submissions**

RECOMMENDATION:

That Council PROCEEDS with Local Planning Policy No. 7.5.13 – Percent for Art, pursuant to Clause 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* included as Attachment 1.

At 7.10pm Cr Dan Loden left the meeting.
At 7.12pm Cr Dan Loden returned to the meeting,

NO QUESTIONS

At 7.15pm Manager Development & Design left the meeting and did not return,
At 7.15pm Manager Policy & Place left the meeting and did not return.

7.1 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2022

Attachments: 1. Financial Statement as at 30 November 2022

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 30 November 2022 as shown in Attachment 1.

NO QUESTIONS:

7.2 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2022

Attachments: 1. Financial Statements as at 31 December 2022

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 December 2022 as shown in Attachment 1.

NO QUESTIONS

7.3 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 NOVEMBER 2022 TO 30 NOVEMBER 2022

Attachments:
1. **Payments by EFT, BPAY and Payroll November 22**
2. **Payments by Cheque November 22**
3. **Payments by Direct Debit November 22**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 November 2022 to 30 November 2022 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT and BPAY payments, including payroll	$6,194,258.97
Cheques	$913.76
Direct debits, including credit cards	$132,840.23
Total payments for November 2022	**$6,328,012.96**

NO QUESTIONS

7.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 DECEMBER 2022 TO 31 DECEMBER 2022

Attachments:
1. **Payments by EFT and Payroll December 22**
2. **Payments by Cheque December 22**
3. **Payments by Direct Debit December 22**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 December 2022 to 31 December 2022 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$8,375,419.11
Cheques	$522.20
Direct debits, including credit cards	$189,415.73
Total payments for December 2022	**$8,565,357.04**

MAYOR COLE:
Expenditure Beatty Park, the hire of the sauna s very profitable, how long is that proposed for and at what point do we look at returning to, what was part of the original, within the scope with the Beatty Park works to provide permanent saunas as opposed to continuing the model of hiring the saunas, given that we have grappled in the past with leasing versus purchasing in terms of gym equipment and other elements at Beatty Park?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:
To build saunas to replace the 2 leased ones would cost us approx. $100,000 and lead to several weeks of downtime in the area (loss of income – not factored into workings below)

		Option 1 - Current Config Existing + Leased	*Option 2 Existing only*	*2 - Build Own Existing + new*
Cost	*1 year*	*$ 93,150*	***$ 18,250***	***$ 154,750***
	5 year	*$ 490,750*	***$ 116,250***	***$ 423,750***
	10 year	*$ 981,500*	***$ 232,500***	***$ 747,500***
Income	*1 year*	*$ 438,000*	*-$ 438,000*	*$ 438,000*
	5 year	*$ 2,190,000*	*-$ 2,190,000*	*$ 2,190,000*
	10 year	*$ 4,380,000*	*-$ 4,380,000*	*$ 4,380,000*
Net result	*1 year*	*$ 344,850*	*-$ 456,250*	*$ 283,250*
	5 year	*$ 1,699,250*	*-$ 2,306,250*	*$ 1,766,250*
	10 year	*$ 3,398,500*	*-$ 4,612,500*	*$ 3,632,500*

It may look good to build and start to provide a positive payback at around yr 4/5 but the question is what if demand goes down or technology changes and is this the best long term location as we really need a bigger spa to truly maximise profits form a wellness area.

Assumptions

1. *If we did not lease the 2 additional saunas the area would have become member only – this would mean no additional casual income as has been seen for last 16 months and will continue to be received ($0 figure above)*
2. *Build our own saunas in 2023/24 ($100,000 plus ongoing operating and maintenance costs)*

Administration will be looking at all options as part of the upcoming budget process and provide Council with recommendations on the preferred way forward.

7.5 INVESTMENT REPORT AS AT 30 NOVEMBER 2022

Attachments: 1. Investment Statistics as at 30 November 2022

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 30 November 2022 as detailed in Attachment 1.

NO QUESTIONS

7.6 INVESTMENT REPORT AS AT 31 DECEMBER 2022

Attachments: 1. Investment Statistics as at 31 December 2022

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 December 2022 as detailed in Attachment 1.

NO QUESTIONS

7.7 OUTCOME OF ADVERTISING - SPONSORSHIP TO THE CITY POLICY

Attachments:
1. **Sponsorship to the City Policy**
2. **Original Sponsorship to the City Policy 2010**

RECOMMENDATION:

That Council ADOPTS the Sponsorship to the City Policy at Attachment 1.

NO QUESTIONS

8.1 INFORMATION BULLETIN

Attachments:

1. **Minutes of the Tamala Park Regional Council Meeting held on 8 December 2022**
2. **Minutes of the Tamala Park Regional Council - Special Meeting held on 15 December 2022**
3. **Unconfirmed Minutes of the Mindarie Regional Council meeting held on 15 December 2022**
4. **Public Open Space Update**
5. **Statistics for Development Services Applications as at the end of December 2022**
6. **Register of Legal Action and Prosecutions Monthly - Confidential**
7. **Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 25 January 2023**
8. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
9. **Register of Applications Referred to the Design Review Panel - Current**
10. **Register of Petitions - Progress Report - January 2023**
11. **Register of Notices of Motion - Progress Report - January 2023**
12. **Register of Reports to be Actioned - Progress Report - January 2023**
13. **Strategic Projects Update - January 2023**
14. **Council Workshop Items since 30 November 2022**
15. **Council Meeting Statistics**
16. **Council Briefing Notes - 6 December 2022**
17. **Council Recess Period 2022-2023 - Receiving Of Items Dealt With Under Delegated Authority Between 14 December 2022 And 6 February 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated February 2023.

CR HALLETT:
In relation to the SAT appeal for the 7 Grams Chicken matter, can you provide more information in regards to whether the development application has been determined to address emissions?

EXECUTIVE DIRECTOR STRTEGY & DEVELOPMENT:
The development application for Alterations and Additions to the existing Restaurant/Cafe at Nos. 212-214 Lake Street, Perth (known as 7 Grams Restaurant) was approved by Administration under delegated authority on 23 December 2022.

The approval was for an external exhaust located at the rear of the building that would replace the existing external exhaust. The proposed external fixture would have a diameter of 1.2 metres and project a maximum of 1.5 metres above the existing pitched roof line.

The development approval is in relation to the built form of the external fixture, it is not in relation to odour management and the acceptability of this.

The applicant is now preparing its Building Permit documentation, including the necessary mechanical and technical reports.

The matter is listed for further mediation on 3 March 2023.

Administration has been providing updates to interested community members as this matter progresses.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil OR

5 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

12 CLOSURE

There being no further business the meeting closed at 7.28pm.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")

11.1 WASTE TO ENERGY TENDER (WASTE STRATEGY PROJECT 5 - RESEARCH INTO ALTERNATIVE WASTE TREATMENT OPTIONS)

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

Local Government Act 1995 - Section 5.23(2):

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting

(e(i)) a matter that if disclosed, would reveal a trade secret, where the trade secret is held by, or is about, a person other than the local government

(e(ii)) a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government

(e(iii)) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government

11.2 WASTE AND RECYCLING - CONTAINER DEPOSIT EXCHANGE SCHEME UPDATE

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

Local Government Act 1995 - Section 5.23(2):

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting

(e(i)) a matter that if disclosed, would reveal a trade secret, where the trade secret is held by, or is about, a person other than the local government

(e(ii)) a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government

(e(iii)) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government

LEGAL:

2.14 Confidential business

(1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the Local Government (Rules of Conduct) Regulations 2007.

Confidential reports are provided separately to Council Members, the Chief Executive Officer and Directors.

In accordance with the legislation, confidential reports are to be kept confidential until determined by the Council to be released for public information.

At the conclusion of these matters, the Council may wish to make some details available to the public.

12 CLOSURE